



TOWN OF MANSFIELD  
TOWN COUNCIL MEETING  
MONDAY, July 13, 2009  
COUNCIL CHAMBERS  
AUDREY P. BECK MUNICIPAL BUILDING  
7:30 p.m.

AGENDA

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

**FUTURE AGENDAS**

**EXECUTIVE SESSION**

**ADJOURNMENT**

## REGULAR MEETING-MANSFIELD TOWN COUNCIL

June 22, 2009

### DRAFT

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

#### I. ROLL CALL

Present: Clouette, Duffy, Haddad, Koehn, Nesbitt, Paterson, Paulhus, Schaefer (7:40 p.m.)

Mayor Paterson requested a moment of silence in remembrance of Adella Urban who recently passed away. Ms. Urban was a long time public servant in Columbia, who also worked in the Mansfield Town Hall a number of years ago.

#### II. APPROVAL OF MINUTES

Mr. Haddad moved and Mr. Nesbitt seconded to approve the minutes of the May 18, 2009 Special meeting. Motion to approve as presented passed unanimously. Mr. Haddad moved and Mr. Paulhus seconded to approve the minutes of the June 6, 2009 meeting as presented. The motion passed unanimously.

Mr. Haddad moved to make Item 6, Appointment of Council Member, as the next order of business and to add to the agenda the Town of Mansfield's Recognition of Local Heroes. Seconded by Mr. Clouette the motion passed.

Mr. Paulhus moved and Mr. Nesbitt seconded, effective June 22, 2009, to appoint Meredith Lindsey 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.

Motion passed unanimously and members welcomed Ms. Lindsey to the Council. The Town Clerk officiated at the swearing in of Ms. Lindsey.

Deputy Chief William Jordan and Fire Chief Dave Dagon recognized the efforts of 2 area citizens who played a heroic part in the rescue of 2 people who had fallen through the ice at the Mansfield Dam. Charles Hoffman and Michael Miranda were honored by the Council for their actions. Deputy Chief Jordan stated that if it had not been for the quick response of these two individuals the outcome would have been very different.

#### III. PUBLIC HEARING

1. Proposed Amendments to the Special Police Services Ordinance/Fees for Special Public Safety Services Ordinance.

Mayor Paterson called the public hearing to order and the Town Clerk read the legal notice.

Town Manager Matt Hart stated that the purpose of the changes to the existing ordinance is to allow the Town to recover the cost for public

safety expenses that are beyond the level provided in ordinary circumstances. The changes to the ordinance provide a process to allow the Town Manager to issue a citation and bill based on a variety of circumstances. The draft under consideration includes a number of improvements suggested at the last public hearing.

Richard Pellegrine, Clover Mill Road, spoke in favor of the amended ordinances. Mr. Pellegrine described his experience on the Council and expressed a concern that, like many of the ordinances passed during his tenure, this too would not be enforced.

Peter Plane, Oak Road, suggested adding the work "ranking" before "responding officer" in Sections 70-2 and 70-4 and questioned how repeated incidents would be handled as the ordinance seems to be written to address an occurrence that happens in the span of one night.

John Sobanik, representing Celeron Square, expressed his support for the changes made to the ordinance. He was especially pleased that the Town Council and Town Manager have responded to previous testimony urging that the totality of the experience be considered in the Town Manager's review. ( Statement included)

Mike Sikoski, Wildwood Road, asked the Council to provide an instance in the last year where this ordinance would have been helpful and asked how much money the citation would have generated. He asked if the bill for the citation would come from the Town Manager's office. Mr. Sikoski also stated that he believes the key is to modify the behavior of the students.

William Jordan, South Eagleville Road, spoke in favor of the changes to the ordinance. Based on many years of first hand experience he feels that a well-enforced ordinance will be beneficial to the Town. Mr. Jordan also believes the property owner should be held accountable.

The public hearing was closed at 8:14 p.m.

#### IV. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

Betty Wassmundt, Old Turnpike Road, questioned whether or not the Interlocal Service Agreement for Financial Services with the Town of Columbia is beneficial to the Town of Mansfield. (Statement included.) Ms. Wassmundt also explained her reasons for initiating Freedom of Information requests. She feels the process is excessive.

Ric Hossack, Middle Turnpike Road, thanked the Council and staff for including the public in the June 25<sup>th</sup> FOI training session.

Mike Sikoski, Wildwood Road, expressed concern regarding the regrading project on Wildwood Road. He thought the project took too long to complete.

Mr. Sikoski also asked who pays for the comp time in the Interlocal agreement with Columbia.

V. TOWN MANAGER'S REPORT

The Town Manager welcomed Meredith Lindsey to the Council and thanked Alison Blair for her many years of service to the Council. In addition to his written report the Town Manager announced that Storrs Automotive has just signed an intent to lease letter with the Developer. He also noted that the stolen funds from the Friends of the Library have been recovered.

VI. OLD BUSINESS

2. Proposed Amendments to the Special Police Services Ordinance/Fees for Special Public Safety Services Ordinance.

Mr. Paulhus moved and Mr. Schaefer seconded to approve the proposed ordinance to be know 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.

Council members discussed the wording and interpretation of the proposed ordinance with staff and the Town Attorney. The following amendments were considered:

Mr. Nesbitt moved and Mr. Clouette seconded to delete the following phrase in the second paragraph in §70-1, "... which requires resources above and beyond the level of public safety services that must be provided in ordinary circumstances.", and to delete the word "special" in the next sentence.

Motion passed with all in favor except Mr. Schaefer who voted no.

Mr. Clouette moved and Mr. Paulhus seconded to change, "responding officer" to "ranking responding officer" wherever it appears in the document and to consistently use the defined term "responsible person" throughout the sections.

Motion passed unanimously.

Mr. Schaefer moved and Mr. Nesbitt seconded to delete the words, "or party." in the definition of the word "event".

Motion passed unanimously.

Mr. Nesbitt moved and Mr. Paulhus seconded to remove the word "further" in the second sentence of §70-5 and to add the word "later" after "... otherwise control an event and it is...."

Motion passed unanimously.

Mr. Paulhus called the question. Seconded by Mr. Schaefer the motion failed.

Council members discussed whom best to cite, the event organizer or the property owner, and decided the decision would need to be made by the Town Manager based on the facts.

By consensus the Council agreed to see if §70-5 could be broken up into shorter sentences.

The motion to approve the ordinance as amended passed.

As a future agenda item, Ms. Koehn recommended reviewing requiring the Town Manager to report each incident under this ordinance and its resolution to the Council.

### 3. Ordinance for Obtaining Goods and Services

Mr. Paulhus moved and Mr. Schaefer seconded 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.

Ms. Koehn moved and Mr. Clouette seconded to amend §3C to read as follows:

In order to increase the development and awareness of environmentally sound products and services, the Town of Mansfield will ensure that all possible and feasible specifications are reviewed for consideration of environmental impacts. Consideration will 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 and responsible effort to choose products and services that:

- 1) are produced in an environmentally responsible manner
- 2) are distributed in an environmentally responsible manner
- 3) cause the least possible damage to the environment
- 4) can be removed in and environmentally responsible manner

Motion to amend passed

Ms. Lindsey moved to add the word "written" to §4B prior to, " approval of the Town Manager.

Motion passed with Duffy, Koehn, Lindsey, Nesbitt, and Paulhus in favor and Clouette, Haddad, Paterson and Schaefer opposed.

The Ordinance for Obtaining Goods and Services, as amended, passed.

Ms. Koehn's request that all contracts shall be posted on the Town's website will be considered as part of larger issues already under discussion in the Personnel Committee.

Mr. Paulhus left at 10:30 p.m.

4. Community/Campus Relations

No Report

5. Community Water and Wastewater Issues

The Town Manager reported the Four Corners Sewer Advisory Committee's forum was well attended and went very well.

Mr. Nesbitt reported there were about 40 residents in attendance. He also reported the Committee is working on the design and fiscal impacts of the project.

Mayor Paterson asked that the issue of Town Council Committee changes be added to the agenda. The motion was made by Mr. Schaefer, seconded by Ms. Duffy and passed by all.

VII. NEW BUSINESS

6. Appointment of Council Member

Item 6 addressed above.

7. Freedom of Information Act Policy Update

By consensus the Council agreed to review the Freedom of Information Act Policy Update at the next meeting.

8. Bond Reauthorization – Mansfield Streetscape Improvements

Mr. Schaefer moved and Mr. Haddad seconded to approve the following resolution:

Resolved, in accordance with Sections 406 and 407 of the Town Charter, the Town Council hereby re-approves the resolution entitled "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" 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 Meeting held June 8, 2009.

Motion passed with all present voting in favor.

9. Amendment To Capital Fund Budget – Mansfield Streetscape and Pedestrian Improvements; Improvements to Storrs Road Project

Mr. Clouette, Chair of the Finance Committee, moved to approve the adjustments to the Capital Fund Budget, as presented by staff in the schedule dated June 22, 2009.

Motion passed by all.

10. Inter-local Services Agreement with Columbia

Mr. Haddad moved and Mr. Schaefer seconded, 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, 2009.

Comptroller Cherie Trahan answered questions about the agreement including the workings of comp time, overhead cost and mileage reimbursement.

The motion to approve the agreement passed unanimously.

11. 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.

Mr. Haddad moved and Mr. Clouette seconded, 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.

Council members discussed the over 30 year mutually beneficial relationship between the Mansfield Board of Education and the Town of Mansfield and whether or not it would be beneficial to detail the specifics of the relationship.

Motion passed unanimously.

12. Contract Between the State of Connecticut Department of Public Safety and the Town of Mansfield for Resident State Police Services

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

Resolved, effective June 22, 2009, that Town Manager Matthew W. Hart be and is 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.

Members discussed the level of communication between the Resident State Trooper and the Town Manager and how information is shared. The Town Manager will determine if the State Police database can track problematic traffic enforcement locations and whether or not the Traffic Authority would be able to receive the information electronically.

The motion passed with all in favor except Mr. Schaefer who vote nay.

VIII. DEPARTMENTAL AND COMMITTEE REPORTS

No Comments

IX. REPORTS OF COUNCIL COMMITTEES

Mayor Paterson reported that Councilor Gene Nesbitt has been appointed to the Finance Committee to fill the vacancy left by Allison Blair and that Councilor Meredith Lindsey will fill his spot on the Committee on Committees.

Ms. Duffy, Chair of the Committee on Committees, recommended Ethics Board alternate Win Smith be made a full member.

Motion passed unanimously.

X. REPORTS OF COUNCIL MEMBERS

No Comments

XI. PETITIONS, REQUEST AND COMMUNICATIONS

**13.**L. Frankel re: Special Public Services Ordinance

**14.**Communications Advisory Committee re: Town Meetings

**15.**PZC re: Walkway and Streetscape Improvements

**16.**L. Bailey/M. Hart/J. Russell re: Cuts to Technology and Libraries

**17.**G. Padick re: Draft Windham Regional Land Use Plan 2009

**18.**State of Connecticut Department of Public Health re: Public Act 09-30

**19.**State of Connecticut Employment and Training Commission re: WIA

**20.**Community Energy re: Renewable Energy Certificate. Ms. Koehn requested that the Town or CCM investigate why citizens cannot choose a lower cost clean energy solution without having to go

through CL&P. She will email the material she has collected to the Mayor.

21. Chronicle "Another eatery signs on for new downtown Storrs" – 06-03-09
22. Chronicle "D19 has concerns about road plan" – 06-06-09
23. Chronicle "Editorial: We offer these threads, needles" – 06-08-09
24. Chronicle "Editorial: We offer these threads, needles" – 06-15-09
25. Chronicle "Four Corners fixes could cost \$14.1M" – 06-10-09
26. Chronicle "Letter to the Editor" – 06-05-09
27. Chronicle "Letter to the Editor" – 06-09-09
28. Chronicle "Letter to the Editor" – 06-10-09 Chronicle "Letters to the Editor" – 06-11-09
29. Chronicle "Letter to the Editor" – 06-15-09
30. Chronicle "Mansfield budget represents value" – 06-15-09
31. Chronicle "Mansfield Library victimized" – 06-09-09
32. Chronicle "Mansfield Oks streetscape proposal" – 06-09-09
33. Chronicle "Mansfield to vote again on budget" – 06-15-09
34. Chronicle "Meeting to focus on Mansfield Four Corners" – 06-08-09
35. Chronicle "Town meeting take aim at Route 195" – 06-06-09
36. Mansfield Today "Bringing sewers/water to Four Corners..." – 06-09-095
37. Mansfield Today "Budget clears referendum hurdle by almost..." – 06-16-09
38. Mansfield Today "Four Corners sewer/water project could cost \$14M" – 06-10/09
39. Mansfield Today "Referendum puts proposed \$43 million..." – 06-15-09
40. Mansfield Today "Smart Growth for Mansfield supports..." – 06-08-09
41. Mansfield Today "Major pre-construction approval for Storrs..." – 06-17-09
42. Mansfield Today "Voters approve \$1.47 million for Route 195..." – 06-14-0

XII. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

Ric Hossack, Middle Turnpike, felt as if the Council spent a lot of time discussing early issues in the meeting and then rushed through the later contracts which he feels should have been sent back to committee. He stated the State Trooper's contract was approved without knowledge of the actual cost and would like to eliminate comp time for the Town.

Betty Wassmundt, Old Turnpike Road, agreed with the comments of the previous speaker and gave the Town Clerk a copy of a communication which she will email to Council members.

XIII. FUTURE AGENDAS

Ms. Koehn requested an update on Masonicare and a clarification of the appointment changes proposed for the Town/Gown Committee.

Mr. Nesbitt would like to discuss single stream recycling.

Mr. Haddad moved and Ms. Duffy seconded to recess the meeting and move into executive session to discuss strategy and negotiations with respect to pending claims or pending litigation CGS§1-200(6)(B).

Motion passed.

XIII. EXECUTIVE SESSION

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

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

Also Present: Town Manager Matt Hart and Public Works Director Lon Hultgren.

XIV. ADJOURNMENT

The Council reconvened in public session.

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

Motion passed unanimously.



Elizabeth Paterson, Mayor



Mary Stanton, Town Clerk

June 22, 2009

To: The Mansfield Town Council  
From: Betty Wassmundt

Re: Inter-local Agreement with Columbia, section 10 of your packet for this week.

I urge you **not** to accept this proposal as it is written to provide financial management services to the Town of Columbia. Here are my reasons:

This agreement is in the interest of the Town of Columbia but not in the interest of the Town of Mansfield. The people of Mansfield elect **you**, the Council, to a position of public trust with the understanding that **you** are the ultimate governing body and that **you** will make sure that town government operates in **the interest of the public**.

I see two things in the presented materials which concern me. One is that the Finance Department has an employee whose services are **not needed** for 10 hours each week. 10 hours is a substantial portion of a 35 hour work week. Should this employee's position be made part-time and not full-time? This would realize a substantial savings to the town; at least \$25,362 according to the materials given you.

The second deals with **comp time**. Comp time seems to be treated as if this does not cost this town anything. Comp time is a **big cost** to this town. Why would you agree to do work for Columbia knowing that this will require Mansfield employees to work overtime and not require that Columbia pay for this time? It is not acceptable to say that no wages will be paid that it will **just be comp time** earned. Comp time is a cost to this town.

As it is written, this is a bad agreement; you should not agree to it.

Another thing, when you discuss this matter, I ask that you find out about wage payments I see to Cheryl Trahan for \$1535 and to Paula Jeffers for \$2495 identified as "~~extra~~ **OTHER WAGES**" ~~work~~. I was told that this money was for Columbia work. This should be explained.  
Thank you.

June 22, 2009

To: Town Council  
From: Betty Wassmundt

On March 9, 2009, I brought to you a question about the \$10,000 deferred compensation which the Town Manager receives. I want to tell you what I have learned about this.

1. This money is paid to the employee each pay period as **regular payroll**.
2. All payroll deductions are taken from this money. This includes the town (taxpayer) portion of the pension contribution, 7%, and other contributions such as social security/medicare, unemployment compensation and possibly other contributions. All of these require Town (taxpayer) contributions.
3. Subsequently, the entire \$10,000 is sent to the employee's 457 tax deferred plan.

I questioned the Director of the Retirement Division of MERS (Municipal Employee's Retirement System), Helen Kemp, about this. Her initial, and immediate, response follows:

" Section 457 contributions are not considered to be wage income subject to CMERS contributions. That is, MERF retirement contributions (deductions) are not to be taken or allowed to be taken on these 457 monies. A 457 deferred compensation retirement contribution to an employee's 457 account is not pay - it is not salary or wages given to an employee on a regular weekly or bi-weekly basis by virtue of a payroll system. This would be the equivalent of allowing *additional* MERS contributions on the value of your employer's MERS contributions. However, if you have documentation which indicates that all payroll taxes, including federal and state income tax, unemployment compensation tax, Medicare, etc. are taken from these monies on the year that you receive them, we will revisit this issue as well."

Subsequently I learned that she must have contacted the Town about this and that there is, or has been, some discussion about it. I am not privileged to know that information.

I urge Council to revisit this section of the Town Manager's contract. I urge you to decide just what your intention was as to how this money was to be paid to the employee. Was it your intention that there would be double pension investment on it? Was it your intention that his money should be paid as regular payroll to the employee? Council has an obligation to the taxpayer to clarify this.

I would suggest that it should be very easy to resolve any and all questions about this money. I request that you renegotiate the Town Manager's contract and that this payment be removed. Negotiate a salary with said employee and let the employee decide where to put the money. Then no one will have to understand how Finance is handling this money, the payroll calculations will be greatly simplified and the taxpayer will know the employee's wage.

This contract is up for review soon; you should start the review by August. Thank you.

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

# Memo

To: Town Council  
From: Matt Hart, Town Manager *Matt*  
CC: Town Employees  
Date: June 22, 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* – The June 16, 2009 Budget Referendum for the Town of Mansfield passed with 897 voting in favor of the budget adopted at the Town Meeting on May 12, 2009 and 474 voting against the budget. The results from the two additional advisory questions was as follows:
  - o If the budget is defeated, is the town budget portion too high (645 votes) or too low (496 votes)?
  - o If the budget is defeated, is the school budget portion too high (434 votes) or too low (646 votes)?

As the Council is well aware, the state still needs to adopt a budget, and it is unclear what will occur with municipal aid. We have budgeted the Governor's estimates. If the final state aid numbers differ significantly from what the Governor has proposed the Town may need to adjust spending accordingly.

### Council Action Items/Requests for Information

- *Ad hoc Committee on Regionalism* - The members of the Town Council's new Ad hoc Committee on Regionalism conducted its first meeting on June 15<sup>th</sup>. Council members Bruce Clouette, Gene Nesbitt and I had a good discussion regarding current regional initiatives and service arrangements, as well as potential opportunities. In particular, we discussed opportunities with respect to public safety and police services. We determined that it would be beneficial to discuss this issue at the Town/University Relations Committee. Also, I agreed to prepare a draft RFQ/RFP for the committee to review to solicit a qualified consultant to conduct a study regarding existing and future police services and demands. Lastly, the committee agreed that I should conduct an informal discussion with my colleagues in Coventry and Tolland to determine if there were additional partnership opportunities related to service delivery in general.

### Departmental/Division News

- *Bond Authorization for Mansfield Streetscape and Pedestrian Improvements* – at the special Town Meeting held just prior to the last Council meeting on June 8, 2009, voters authorized the \$302,000 in bond financing for the Mansfield Streetscape and Pedestrian Improvements Project. With 328 persons voting, the motion passed with 270 in favor and 58 opposed. I would like to thank Carol Pellegrine for serving as moderator, and Council member Bruce Clouette for his informative presentation to the voters. I also thought that Director of Public Works Lon Hultgren did a fine job addressing the questions raised at the meeting. On tonight's agenda, you will see that as final step in the process the Town Council has been asked to re-approve the resolution appropriating the \$302,000 local share of the project.
- *Freedom of Information Act Information Session* - Advisory and elected board members and members of the public are invited to attend an informational session on the Freedom of Information Act, scheduled for 4:30 PM this Thursday, June 25, 2009 in the Council Chambers here at the Beck Municipal Building. Come and learn how the FOIA impacts your board or committee with respect to issues such as the posting of agendas, meeting minutes, and executive sessions.

*Reception for Jeffrey Smith, retiring Director of Finance* – last Wednesday we honored Mr. Jeffrey Smith for his 26+ years of service to the Town and the greater Mansfield community. Our staff party and community reception were both well-attended and everyone had a great time (even Mr. Smith!). Jeffrey accomplished a great deal in his tenure, and he has built a strong department that is well positioned for the future. It is no easy task to serve as the Chief Financial Officer for three major public sector organizations (Town of Mansfield, Mansfield Board of Education, Regional School District 19), as well as a number of smaller entities. Jeffrey has met this challenge with aplomb. Mr. Smith is extremely bright and innovative and has always focused on getting the job done. He is dedicated to public service, with a big heart for those in need. He has been very helpful to me during the early years of my tenure as Town Manager and I am most grateful. We'll certainly miss Jeffrey but we know that he's not leaving the family. Congratulations upon your well-deserved retirement, Mr. Smith, we thank you and wish you all the best.

### Future Agenda Items

I have the following items listed for future agenda items:

- Community transportation program
- Discussion with Metro Hartford Alliance
- Parking steering committee for Storrs Center project
- Review of advisory committees

### Major Projects and Initiatives

- *Mansfield 2020 (Strategic Plan)* – Staff and I have been collecting the responses from the advisory boards and committees that were asked to comment on various aspects of Mansfield 2020. We will consolidate this information and bring it to the Council next month, completing this stage in the process. Working with senior department heads, I have also outlined a draft vision point and related action steps for the town government (as a municipal organization). I will refine the draft at a staff level and seek the Council's endorsement in connection with your review of the advisory committee responses.

### Member Organizations

- *Eastern Highlands Health District* – This past Thursday, June 18<sup>th</sup>, the Mayor and I attended the Board of Directors meeting for the Eastern Highlands Health District. The most prominent item on our agenda was the Proposed FY 2009/10 Fee Schedule. Due to the uncertainty with the state grant for regional health districts, the Board decided to delay action on this item for a few months and scheduled a public hearing on this topic for the August 20<sup>th</sup> meeting.
- *Mansfield Downtown Partnership* - Last week the Connecticut State Traffic Commission today approved plans submitted for improvements to Storrs Road, signaling that the Storrs Center project has successfully proceeded through another major entitlement hurdle. This is a significant milestone for the project, as the Storrs Road improvements include providing critical infrastructure for Storrs Center. Storrs Road improvements will include the realignment and partitioning of the pavement area to accommodate the addition of dedicated and clearly defined turning lanes. Modifications to the intersection at Storrs Road and South Eagleville Road and the intersection of Storrs Road and Bolton Road will improve traffic flow. The South Eagleville intersection will be modified to include dedicated turning lanes. Dog Lane will be re-aligned 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. In order to better accommodate pedestrian traffic, the plans provide for pedestrian collection points and crosswalk zones, installation or widening of sidewalks, addition of parallel parking zones, installation of medians, landscaping of street edges, definition of building entry areas and partial burial of overhead power lines. The addition of parallel parking zones, besides providing more parking capacity, will contribute to traffic "calming" and provide pedestrians with a better sense of security.

### Upcoming Events

- *Safe Graduations* – The Mansfield Community Center will be hosting three upcoming high school safe graduation parties: E.O. Smith High School on June 19/20; Coventry High School on June 20/21; and Tolland High School on June 24/25.
- *Storytelling Event* – On Wednesday June 24 at 7:00 PM, storyteller Diane Postoian will perform at the Mansfield Public Library. Diane has been involved in arts education, theater and storytelling for over 25 years and knows how to use drama and humor to bring a story to life for children. This program is funded by a grant from the Connecticut Humanities Council and is recommended for ages 5 and up. For more information please call the Library at 423-2501.
- *Tour de Mansfield: Village to Village 2009* – On Saturday, July 18, 2009, the Mansfield Community Center, the Mansfield Downtown Partnership and the Town of Mansfield are proud to present the Fourth Annual Tour de Mansfield: Village to Village. This event is a family-oriented activity for area residents, designed to encourage exercise through cycling, promote awareness of the scenic beauty of Mansfield's villages and bring the community together around a social and recreational activity. The day is designed to appeal to riders of all levels, and will include a 5-mile Family Fun ride and 20 or 40 mile Challenge rides. The rides will start and end at the Mansfield Community Center and will conclude with a barbecue. For registration information, please go online at [www.mansfieldct.org](http://www.mansfieldct.org) and click on the bike tour logo, or you can pick up a registration form from one of many locations including the Mansfield Town Hall and the Community Center.

### Upcoming Meetings

- Traffic Authority, June 23, 2009, 10:30 AM, Conference Room B, Audrey P. Beck Municipal Building
- Mansfield Advisory Committee on the Needs of Persons with Disabilities, June 23, 2009, 2:30 PM, Conference Room B, Audrey P. Beck Municipal Building
- Sustainability Committee, June 23, 2009, 7:00 PM, Conference Room B, Audrey P. Beck Municipal Building
- Cemetery Committee, June 25, 2009, 3:30 PM, Conference Room B, Audrey P. Beck Municipal Building
- Agriculture Committee, July 1, 2009, 7:00 PM, Conference Room B, Audrey P. Beck Municipal Building
- Community Quality of Life Committee, July 2, 2009, 7:30 PM, Council Chambers, Audrey P. Beck Municipal Building
- Planning and Zoning Commission, July 6, 2009, 7:00 PM, Council Chambers, Audrey P. Beck Municipal Building
- Beautification Committee, July 6, 2009, 8:00 PM, Conference Room C, Audrey P. Beck Municipal Building
- Town Council, Monday, July 13, 2009, 7:30PM, Council Chambers, Audrey P. Beck Municipal Building



*President and Mrs. Michael J. Hogan  
invite you and your guest to join them for a  
barbecue at their home*

*Saturday, June 27, 2009*

*3:00 to 5:00 p.m.*

*Hogan Residence*

*38 Gunleyville Road*

*Storrs, Connecticut*

*R.S.V.P.*

*Kindly respond to University Events by June 24 by emailing  
rsvp@uconn.edu or calling 860.486.1723*



June 22, 2009

**RE: Public Hearing - Comments on Revisions to Ch 70 Ordinance**

Good evening! We at Celeron Square understand and support wholeheartedly the intent of the proposed revisions to the Ch. 70 Ordinance. We cannot agree more that the individuals responsible for the bad behavior that requires the use of repeated Public Safety Services need to be held accountable and responsible for these costs. Controlling this bad behavior is beneficial for all of us, landlords, tenants and visitors, parents, neighbors and the University community as a whole. We are all concerned first and foremost about the safety of everyone, and strive to provide this safety while keeping costs reasonable.

We were pleased to see that the Town and the Town Manager responded to the comments from the first public hearing on March 23, 2009, especially that before issuing a notice that "... 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 ..." be considered.

It is our interpretation and understanding that this revision addresses our concern of being arbitrarily held responsible for the costs if the Town cannot find the persons truly responsible for the event, especially if the event is an isolated event or an expected event (such as Spring Weekend, March Madness, Homecoming, etc) and we have maintained reasonable efforts to monitor and control our site. We trust that the Town will maintain a realistic view of view about the limitations, both legally and practically, that we as landlords have in influencing bad visitor, student or tenant behavior. While we would prefer to see wording in the ordinance that is more specific and defining of due process, and wording that does not hold the landlord jointly and individually responsible for such behavior, we trust that the Town Manager will consider the efforts made by our management and the specifics regarding any such incident when evaluating the true responsibility of the landlord in any such event. In the absence of specifics regarding due process, the Town Council places a great deal of trust in the responding police officer and the Town Manager to act responsibly. We are also placing a great amount of trust in those individuals to make a diligent effort to identify those truly responsible for the incurred costs.

We remind everyone to keep in mind that the bad behavior that we are discussing tonight reflects the national trend in student behavior. Recognizing this trend and the complexities that accompany changing this behavior, many forward thinking communities have taken multi-pronged approaches to modifying the behavior of the students. It has been the experience of other Universities (Frostburg State University and our own Central Connecticut State University) that this approach is very effective. The Town of Mansfield is also included in this list. The Mansfield Community Campus Partnership (MCCP) is a wonderful forum for all members of the university community to share their concerns about the community. The MCCP has discussed many approaches to modifying bad behavior, also being sensitive to cost control, and there are changes being implemented.

In keeping with a unified, multi-pronged approach, we recommend that UConn's Department of Student Affairs (formerly called the Dean of Students), UConn's Off-Campus Student Services, the Town of Mansfield, the Police, Emergency Services and student representatives and landlords continue to work together to solve this problem of student and tenant safety and to reduce the costs associated with this disturbing trend. We are more than willing to do our fair share of the heavy lifting, but cannot be expected to be the sole solution. As an example, the Department of Student Affairs can enforce UConn's Responsibilities of Community Life: The Student Code to impose consequences to off-campus student behavior that are much more serious for the student than a simple fine or eviction by a landlord or a police arrest or citation.

However, this will require a dedicated year round effort by all stakeholders during the party season to dampen the irresponsible party culture that now exists among many at UConn. We appreciate that putting boots-on-the-ground on party nights is an unpopular suggestion during a time of severe budget cuts, but has been proven effective. Even dedicating a couple hours on party nights to patrol the high party areas would be effective. Perhaps one officer each from the Town Police and UConn Police to patrol on a Thursday, Friday & Saturday night. Again, we must trust that Ch 70 will not be considered as a low cost replacement for a unified effort to modify student and visitor behavior by the Town.

The Ordinance states that *"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.” Again we trust that the responding officer and the Town Manager would evaluate the nature of the “event” and will evaluate whether or not that “event” is beyond what civilians are capable of dispersing or controlling. Should this event be beyond reasonable control by civilians, it follows that it is also beyond our legal responsibilities and rights to act as police. This would be what the police and emergency services are for. This Ordinance cannot and should not become a “low cost” or “no cost” substitute for required Police work.

As an example, although Celeron Square implements our site-monitoring and towing program on most major “party” nights, when we see a larger crowd or a party that we see has potential to cause problems, we frequently choose to call the police for assistance rather than intercede ourselves or if an attempt to intercede is not working. It is our judgment and experience that it is frequently too dangerous for civilians to intervene in trying to control and break up such parties, even what some may refer to as “smaller” ones. We maintain that it is unrealistic that we be expected to perform work that only the police are qualified to do, and to put us in a position to take actions that most law enforcement personnel would advise against.

We will need time to change our lease wording to address this Ordinance in an attempt to hold the people who are the actual organizers of the event responsible for the costs under Ch70. The timing is far from optimal, as months ago we had already signed many leases for the 2009/2010 academic year. To coincide with our lease cycle, we request a delay in this Ordinance’s effective date until June 1, 2010, or consideration that this is not in the current years lease, potentially diminishing our ability to collect costs from tenants under these regulations.

We are concerned that there is no exception for property owners in the proposed Ordinance addressing Spring Weekend or March Madness or Homecoming type weekends which have external programming. We are also concerned that the Ordinance creates a strict liability for the property owner or landlord. During an incident or event that triggers this Ordinance, the apparent organizer of the event may be difficult to identify. This Ordinance leaves the landlord responsible for costs even incurred by outsiders, who frequent the off-campus housing locations and apartment complexes looking for a party.

Even when a tenant or tenants has clearly been identified as the “organizer of the event”, it could be challenging for the landlord to hold the tenant responsible for paying the costs under the Ordinance when the tenant knows that the landlord is equally liable. We as landlords also have limitations under tenant/landlord law.

I wish to reiterate that we at Celeron Square understand and support wholeheartedly the intent of the proposed revisions to the Ch. 70 Ordinance, and view the Ch 70 Ordinance as just one tool in the toolbox. We feel that we have been doing our part to address the concerns of Ch 70, and will continue to work with members of the community toward this common goal. We continue to hope and trust that the Town, UConn and other members of the community will also continue to do their part.

Thank you for the opportunity to share our concerns with you.

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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; Lon Hultgren, Director of Public Works; Gregory Padick, Director of Planning  
**Date:** July 13, 2009  
**Re:** Community Water and Wastewater Issues

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**Subject Matter/Background**

Attached please find materials regarding two upcoming meetings concerning water and wastewater issues:

- 1) An invitation from the Department of Public Health regarding its upcoming forum to discuss regional drinking water supply issues. The meeting will be held next Tuesday, July 14, 2009 from 10:00 AM to 1:00 PM at the Knowlton Memorial Hall auditorium in Ashford.
- 2) Materials regarding the upcoming stakeholder's meeting for the Eagleville Brook Impervious Surface TMDL project. This meeting is also scheduled for July 14<sup>th</sup>, and will begin at 9:00 AM in Room 209 at the Young Building on the UConn campus.

I will attend the DPH meeting on behalf of the Town and other staff members will cover the TMDL stakeholder's session. We will report back to the Council at an upcoming meeting. I would encourage interested Council members to attend either meeting.

**Attachments**

- 1) DPH re: Northeast Regional Management Area Water Supply Forum
- 2) G. Padick re: Eagleville Brook Impervious Surface TMDL project



# STATE OF CONNECTICUT

## DEPARTMENT OF PUBLIC HEALTH

### MEMORANDUM

REC'D JUN 30

TO: Chief Elected Officials  
Local Health Directors  
Regional Planning Agencies  
Community Public Water Systems  
DEP, DPUC, OPM

FROM: Darrell B. Smith, Section Chief  
Department of Public Health  
Drinking Water Section

DATE: June 26, 2009

SUBJECT: Northeast Regional Management Area Water Supply Forum

A public forum is being held to address regional drinking water supply issues and to select two spokespersons to represent the region at the Statewide DPH Commissioner's WUCC Advisory Group. The Department of Public Health values you as an important stakeholder in the forthcoming Northeast Water Utility Coordinating Committee (NEWUCC), and is thus inviting you or your designated representatives to participate in this public forum to be held Tuesday July 14, 2009 from 10:00 am to 1:00 pm at the Knowlton Memorial Hall auditorium located at 25 Pompey Hollow Road (Route 44) in Ashford. It is critical that the Department provide essential information to our important stakeholders early in this process so informed decisions are made at the local level that help ensure an adequate quantity and quality of drinking water for the residents of your community.

Water Utility Coordinating Committees (WUCCs) are regional committees established by the Department of Public Health pursuant to Connecticut General Statutes (CGS) Section 25-33c through 25-33j to coordinate the planning and development of Connecticut's public drinking water systems and sources. Pursuant to CGS Section 25-33e Connecticut is divided into seven management areas, four of which have been convened into active Water Utility Coordinating Committees. The Northeast WUCC has not yet been convened.

A Statewide DPH Commissioner's WUCC Advisory Group has recently been formed to oversee drinking water issues across the state and to provide consistency across the WUCCs. This public forum is necessary so that the Northeast region can identify regional representatives to participate on this advisory group. Similar public forums will be held in the other two management areas yet to be convened to identify representatives from those regions. This public forum is also the first step in developing a coordinated plan for the region that will include the identification of regional sources of supply and the establishment of exclusive service areas. Exclusive service areas are territories designated to be served by a single water utility. A diverse list of distinguished presenters from across the State will be featured who will provide factual information regarding their own personal experiences (successes and failures of the process) and hopefully insight that will allow you to make better informed decisions for your own community.

Voting members of a WUCC as defined in CGS Section 25-33f(b) currently consist of one representative from each public water system with a source of supply or service area within the WUCC management area and one representative of each regional planning organization within the management area.

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

Technically, a chief elected official could currently qualify as a voting member if the municipality owned a public water system, such as a public school or town hall, which is regulated by DPH. The Department feels the WUCC process would be well served to designate Chief Elected Officials and local health directors as official voting members of the WUCC. Input on this option as well as other recommended improvements to the WUCC process will be sought from the participants of the forum as we discuss the options for convene the Northeast region into an active WUCC.

You should seriously consider attending and participating in this forum along with any of your interested staff. The agenda, directions, parking instructions, and other information are available on the DPH website: <http://www.ct.gov/dph/> From the main address select 'Programs and Services, 'Drinking Water' then 'Water Utility Coordinating Committee'. Please do not hesitate to contact me directly at (860) 509-7333 with any questions. I hope to see you at the event.

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

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GREGORY J. PADICK, DIRECTOR OF PLANNING

Memo to: Planning and Zoning Commission/Inland Wetland Agency  
Town Council  
Conservation Commission; Open Space Preservation Committee;  
Willimantic River Alliance; Joshua's Trust  
From: Gregory J. Padick, Director of Planning   
Date: July 2, 2009  
Re: Eagleville Brook Impervious Surface TMDL Project -7/14/09 Stakeholder's meeting

In 2008, Mansfield agreed to co-sponsor with the University of Connecticut and the CT. Department of Environmental Protection a study of the Eagleville Brook watershed with a primary goal of developing land use practices and site specific recommendations that will improve water quality within this "impaired" watershed. The project is being coordinated by the Connecticut NEMO (Non-Point Education for Municipal Officials) and CLEAR (Center for Land Use Education and Research) staff. The attached project narrative provides more information.

During the week of July 13<sup>th</sup>, the project consultant team will be collecting information about the Eagleville Brook watershed. A stakeholder's meeting has been scheduled for Tuesday, July 14, 2009 at 9 am in UConn's Young Building Room 209. A draft agenda is attached. Local participation is considered an important element in the process and all interested Town representatives and citizens are invited to attend the stakeholder's meeting and participate in this study. Participation by individuals familiar with this watershed and/or with expertise in watershed management would be very helpful. Please contact the Mansfield Planning Office if you have any questions regarding this study or the July 14<sup>th</sup> stakeholder's meeting.

## Eagleville Brook Impervious Surface TMDL Project

Stakeholder Meeting  
July 14, 9AM  
W.B Young Building, Room 209  
University of Connecticut

### *Agenda (Draft)*

- 9:00 Introductions
- 9:15 Overview of the Project
- 9:30 Review of the Eagleville Brook Impervious Surface TMDL
- 10:00 Review of the Project: Field studies and deliverables
- 10:30 Break
- 10:45 Q & A
- 11:15 Future plans and needs for UConn and the Town of Mansfield
- 12:00 Adjourn

# Responding to the first impervious cover-based TMDL in the nation

*A collaboration between the University of Connecticut, Connecticut Department of Environmental Protection, and Town of Mansfield*

## Overview

As part of their responsibilities under the Clean Water Act, the Connecticut Department of Environmental Protection (CTDEP) has developed and issued a Total Maximum Daily Load (TMDL) analysis for Eagleville Brook. The Eagleville Brook watershed is located in Mansfield, Connecticut and includes much of the University of Connecticut campus. The watershed is listed by the state as an impaired waterbody, and is included on the CTDEP Nonpoint Source Program priority list for FY08 projects. This TMDL, approved by the Environmental Protection Agency (EPA) in February 2007, is the first in the nation based not on a specific pollutant(s), but on impervious cover, a landscape indicator that integrates the many impacts of urban development.

This project seeks to support this innovative and practical approach by investigating specific methods by which the UConn and Mansfield communities can address the TMDL, and monitor progress toward the TMDL goals, through a watershed-based management plan. The objectives of this project are to: (1) create specific implementation information for use in a TMDL Water Quality Management Plan for Eagleville Brook, as the basis for a watershed-based plan that can be followed by the University of Connecticut and the Town of Mansfield; (2) identify opportunities for best practices that can be implemented in the near term, and; (3) through these processes, document a general methodology by which other regulated communities and entities can address impervious cover-based TMDLs.

## Project Goals

The goals of the proposed project are as follows:

1. To develop key information and detailed, site-specific recommendations for the University of Connecticut and the Town of Mansfield to use in development of their TMDL Water Quality Management Plans (WQMP) for the Eagleville Brook watershed.
2. To incorporate this WQMP into the context of a watershed-based plan.
3. As part of the process, to identify best stormwater practices that can be implemented immediately or in the near term, while the project is still ongoing;
4. Through this exercise, to document a general methodology by which other communities and entities can use impervious cover as a framework to develop standards, practices and regulations to protect water resources from existing and future development.
5. If feasible, to test the efficacy of the new best management practice (BMP) evaluation tool currently being developed by EPA Region One.
6. To create an effective, innovative collaboration between CTDEP and UConn that can serve as an exemplary program for the state Responsible Growth Initiative and a national example.

## Work Plan

**1. Data Collection and Mapping.** Before work on the WQMP can begin, a database on the watershed must be assembled. Because of previous projects, there is quite a lot of data already in existence, including high resolution topography data, high resolution color imagery, and planimetric

data showing impervious features and locations of storm drains and pipes. The objective is to create a highly accurate site-level map of the watershed including impervious features, land use and to the extent possible, drainage patterns.

2. **Technical Meetings on TMDL Implementation.** Project principals and partners will meet to discuss the range of opportunities for reducing the effective IC of the watershed, and for tying in this work to other initiatives and activities on campus. The goal of the meetings will be to ensure that no innovative approaches are overlooked in the development of the WQMP.

3. **Field Survey and Analysis.** The first objective of the survey will be to verify and/or correct the team's knowledge of key watershed characteristics, principally the delineation of the basin boundaries and the drainage flow and patterns. Second, the survey will identify potential sites and opportunities for impervious cover removal, reduction, disconnection and amelioration. The team will survey up to 50 sites and will summarize survey results and recommendations in a report that includes information about the type, location, approximate size, planning-level cost estimates, and maintenance issues for each recommended stormwater practice. Schematic designs will be developed for selected structural stormwater management practices (up to 10), including preliminary construction cost estimates for each facility.

4. **Educational programs for Town of Mansfield.** CLEAR's NEMO Program will work with the Mansfield Town Planner to design a series of educational programs for the town land use commissions that cover the general planning and design approaches to stormwater control, as well as the specific issues and proposed solutions for Eagleville Brook.

5. **Develop Foundation for Water Quality Management Plan and Watershed-Based Plan.** The results of Tasks 1-3 will be integrated to create a final report, with recommendations for University of Connecticut and Town of Mansfield to use in the development of the final WQMP(s) to be submitted to CTDEP. This information will also include data and strategies relevant to the required components of a watershed-based plan.

6. **Develop guidance for other communities seeking to address an IC-based TMDL.** Using the results and experience from this project, the UConn NEMO program, in consultation with the Center for Watershed Protection, will produce a brief guidebook for communities outlining recommended steps for addressing such a TMDL. The guidebook will have utility for many other communities, including those under the Stormwater Phase II program.

## Benefits

The Eagleville Brook TMDL sets a national precedent for environmental regulation that is based on solid research data, but also recognizes the practical aspects of local land use practices. This precedent can become a nationally applicable model, if it can be demonstrated that communities and other regulated entities can, in fact, use the framework of impervious cover to guide real progress in implementing a watershed-based plan. By providing both a specific example and a general methodology for local response to an IC-based TMDL, this project will simultaneously support CTDEP, provide much-needed assistance to Mansfield and UConn, and benefit a potentially large number of other communities.

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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:** July 13, 2009  
**Re:** Freedom of Information Act Policy Update

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**Subject Matter/Background**

As you may recall, staff implemented a Freedom of Information Act (FOIA) policy in February of this year. The policy also established a set of internal procedures to centralize 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, including the release of documents subject to disclosure and the withholding 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 Department of Finance, the Town Manager's Office and the 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.

On June 25<sup>th</sup> staff attended a training session regarding the FOIA; the session was both informative and helpful. Later that same day some advisory and elected board members, as well as a handful of citizens, also attended a training session on the FOIA. Both sessions were facilitated by Tom Hennick with the Connecticut Freedom of Information Commission. The session for advisory and elected board members focused on providing information regarding open meeting laws, posting of agendas and minutes, etc. It also reviewed disclosure of documents. Mr. Hennick clarified matters that had been brought to the Council's attention by members of the public or staff, including the following:

- The Town is required to provide within four business days an initial written response to anyone making an FOI request;
- Staff meetings and training are not considered "meetings" under the purview or subject of FOIA; and
- What subjects are and are not appropriate for discussion in executive session.

#### **Financial Impact**

Since February, we have collected \$97.50 in FOI fees. In most instances, individuals filing an FOI request 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.

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**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** Matt Hart, Town Manager *MWH*  
**CC:** Maria Capriola, Assistant to the Town Manager  
**Date:** July 13, 2009  
**Re:** Presentation: UConn Climate Action Plan

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**Subject Matter/Background**

Richard Miller, Director of Environmental Policy at the University of Connecticut and Meghan Ruta, UConn's Climate Action Plan Project Manager, will be giving a presentation regarding UConn's Climate Action Plan. Given the priority that the Town Council and the organization has placed upon issues related to sustainability, staff and I thought the presentation would be useful. We have also invited the members of the new Sustainability Advisory Committee to attend the session.

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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; Lon Hultgren, Director of Public Works; Virginia Walton, Recycling Coordinator  
**Date:** July 13, 2009  
**Re:** MRRA, Single Stream Recyclable Processing Agreement

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**Subject Matter/Background**

Staff and the Solid Waste Advisory Committee (SWAC) have been monitoring the implementation of single stream recycling throughout Connecticut. We have been reluctant to jump on the single stream bandwagon because of reports that the sorted paper products were of lower quality than the separate stream recycling which we have currently in Mansfield. Single stream recycling allows for the commingling of all recyclables in one container. In other words, the paper and cardboard can be combined with the cans and bottles. Because of this simplification of the recycling process, single stream recycling is supposed to increase recycling rates.

Willimantic Waste Paper (WWP), with which Mansfield and at least nine other towns in the Mid-Northeast Region (Mid-NEROC) contracts with to process and market recyclables, has recently installed state-of-the-art single stream recycling sorting equipment. We have toured their facility and noted that the processed paper appears to be of good quality. Earlier this year, WWP responded to the Mid-NEROC request for proposals for marketing recyclables in the region. Using the same terms as in the Mid-NEROC proposal, WWP has proposed to Mansfield that we opt out of the last year of our paper processing contract in favor of a new, 5-year single stream recycling contract. Most other Towns in the region are implementing this change.

Staff and SWAC have reviewed WWP's proposal and completed some cost comparisons (see attached memo), and it appears that single stream recycling is a better deal for the Town in that it will curtail the current losses from processing and marketing paper while increasing the volume of recyclables collected.

**Financial Impact**

Under the current MidNEROC Eastern CT paper project agreement, Mansfield pays \$41.02 per ton to WWP to process and market its 1,155 annual tons of mixed paper and cardboard. We also pay \$25 per ton to WWP to process our annual 480 tons of collected cans and bottles. The Town is then paid 65% of the gross profit per ton that WWP receives for selling the paper and cardboard. Before the recent economic downturn, paper was selling for as much as \$130 per ton and the Town was realizing a

net return on its recycled paper. Paper is now selling for \$30 to \$40 per ton and we are actually paying more in processing costs than we are receiving in shared paper revenues.

Under single stream recycling, the Town will be paid \$5 per ton of all recyclables with a profit sharing potential if the prices for recyclables rebound. As noted on the attached memo, staff projects the Town will begin to realize an \$8,175 per year net gain for its paper, cardboard and cans/bottles under single stream recycling. However, we do not expect to return to the early 2008 profits on recycled materials as the economic downturn has severely affected the price of all recycled materials.

### **Legal Review**

Willimantic Waste has presented the Town with a contract proposal that we have reviewed with the Town Attorney. The initial term of the contract is for five years, and the parties have the option of renewing the agreement for a second five-year term. Excerpts of this agreement are attached.

### **Recommendation**

For the reasons noted above, staff recommends that the Council, acting as the Mansfield Resource Recovery Authority (MRRRA), authorize the Town Manager to execute the proposed five-year single stream recycling agreement with Willimantic Waste Paper.

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

*Move, effective July 13, 2009, authorize the Town Manager to execute a single stream recyclable processing agreement by and between Willimantic Waste Paper Company, Inc. and the Town of Mansfield, for an initial term to run from July 1, 2009 through June 30 2014.*

### **Attachments**

- 1) V. Walton re: SWAC Single Stream Recycling Recommendation
- 2) Excerpts from proposed single stream processing agreement with WWP

TOWN OF MANSFIELD  
DEPARTMENT OF PUBLIC WORKS



Lon R. Hultgren, P.E., Director

AUDREY P. BECK BUILDING  
FOUR SOUTH EAGLEVILLE ROAD  
MANSFIELD, CONNECTICUT 06268-2599  
(860) 429-3331 TELEPHONE  
(860) 429-6863 FACSIMILE

MEMO TO: Lon Hultgren, Director of Public Works

FROM: Virginia Walton, Recycling Coordinator *V. Walton*

DATE: July 8, 2009

RE: Solid Waste Advisory Committee Single Stream Recycling Recommendation

Last month Willimantic Waste Paper, the processor of Mansfield's recyclables, began operating their new sorting equipment. Where they used to receive and sort paper and cardboard in one area of their plant and cans and bottles in another area, they now have the capability to receive and sort paper, cardboard, cans, plastics and glass all together. This is referred to as single-stream recycling. The Town of Mansfield currently collects recyclables in two groupings referred to as dual stream recycling. The paper/cardboard grouping is kept separate from the cans/bottles grouping. However, with the new equipment, even as Mansfield's recyclables are being collected dual stream, when it arrives at Willimantic Waste Paper, it is now being put through the single stream sorting process.

Willimantic Waste Paper has requested that the Town enter into a single-stream contract with them effective June 30, 2009, ending the current Eastern Connecticut Paper agreement one year early.

During the June 30, 2009 Solid Waste Advisory Committee meeting, members compared the expenses and revenues associated with the dual stream and single stream contracts under strong market conditions (like we had in May of 2008) and weak market conditions (our current state). After reviewing the information on the other side, the Solid Waste Advisory Committee recommends that the Town of Mansfield ends its contractual obligations under the Eastern Connecticut Paper agreement and enter into the single stream contract that Willimantic Waste Paper has proposed.

## Examples of Recycling Costs/Profits Dual Stream versus Single Stream

### Dual Stream

*Strong market conditions, using May 2008 paper prices*

	Tonnage	Price per ton	Total
<i>Expenses</i>			
Paper/Cardboard <i>Eastern CT Paper</i>	1155 tons	\$41.02	\$47,378
Cans & bottles	480 tons	\$25.00	\$12,000
<b>Total Expense</b>			<b>\$59,378</b>
<i>Revenue</i>			
Paper/Cardboard <i>Eastern CT Paper</i>	1155 tons	\$74.56	\$86,117
<b>Net profit</b>			<b>\$26,739</b>

### Single Stream

*Strong market conditions, using May 2008 paper prices*

	Tonnage	Price per ton	Total
<i>Expenses</i>		0	
<i>Revenue</i>			
Paper/Cardboard/ Bottles/Cans	1635 tons	\$5.00	\$8,175
\$80 per ton - 1/2 of market value over \$60/ton	1635 tons	\$10.00	\$16,350
<b>Net profit</b>			<b>\$24,525</b>

### Dual Stream

*Current weak market conditions*

	Tonnage	Price per ton	Total
<i>Expenses</i>			
Paper/Cardboard <i>Eastern CT Paper</i>	1155 tons	\$41.02	\$47,378
Cans & bottles	480 tons	\$25.00	\$12,000
<b>Total Expense</b>			<b>\$59,378</b>
<i>Revenue</i>			
Paper/Cardboard <i>Eastern CT Paper</i>	1155 tons	\$30.62	\$35,375
<b>Net loss</b>			<b>(-) \$24,000</b>

### Single Stream

*Current weak market conditions*

	Tonnage	Price per ton	Total
<i>Expenses</i>		0	
<i>Revenue</i>			
Paper/Cardboard/ Bottles/Cans	1635 tons	\$5.00	\$8,175
Market value at or under \$60/ton	1635 tons	\$0.00	\$0.00
<b>Net profit</b>			<b>\$8,175</b>

## SINGLE STREAM RECYCLABLE PROCESSING AGREEMENT

This SINGLE-STREAM RECYCLABLE PROCESSING AGREEMENT (this "Agreement") is made this \_\_\_\_\_ of \_\_\_\_\_ 2009 by and between WILLIMANTIC WASTE PAPER COMPANY, INC., a Connecticut corporation with its principal place of business at Recycling Way, Willimantic, Connecticut ("WWP") and the TOWN OF MANSFIELD, 4 South Eagleville Road, Mansfield, Ct 06268, a municipal corporation with its territorial limits within the State of Connecticut (the "Town").

### RECITALS

WHEREAS, in an ongoing effort to improve participation in its recycling programs, the Town continues to seek new ways to provide efficient and convenient recycling services;

WHEREAS so called "single-stream" recycling programs have been shown to increase the collection of recyclable materials and the levels of participation in recycling programs by residents and businesses.

WHEREAS WWP has installed a state-of-the-art single stream recycling system that is designed to meet the needs and requirements of area communities and the specific materials that they recycle.

WHEREAS WWP seeks commitment from the Town to deliver collected recyclables to its single-stream facilities, and in exchange will agree to pay to such Town an agreed amount per ton delivered and a share of the value generated by the sale of the recyclables into the open market.

WHEREAS WWP has responded to the Mid-Northeast Recycling Operating Committee's (MidNEROC) request for proposals for the recycling and marketing of materials in 2009 with this proposal for the single stream recycling of paper, cardboard, food containers and other items.

WHEREAS WWP and the Town have determined it to be in both parties best interest to enter into this Agreement, so as to improve recycling rates, ensure a supply to WWP, and provide revenue to the Town over a long-term basis.

NOW THEREFORE for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, WWP and the Town hereby agree as follows:

### SECTION 1. DEFINITIONS

Capitalized terms used in the Agreement shall have the following meanings

1.1 "Commodity Share" shall mean a commodity's proportionate share (expressed as a percentage) of an established mix of Recyclable Materials. At the commencement of this Agreement, the Commodity Share for each commodity shall be as specified in Exhibit A. Commodity Share percentages shall be adjusted using Commodity Sorts, which shall be conducted at least once each year, during the month of April.

1.2 "Commodity Sort" shall mean the process by which Commodity Share percentages are determined. A Commodity Sort shall be completed by: (i) segregating 200 Tons of Recyclable Materials from the overall recyclable stream; (ii) processing these segregated 200 Tons through the system; and (iii) determining the composition of the segregated 200 Tons by weighing all commodities recovered; and (iv) converting their respective weights into their respective Commodity Shares. Each Commodity Sort shall be supervised by an independent third party who, at WWP's expense, shall issue a report of the results of the Commodity Sort to the Town.

**SECTION 2. EXCLUSIVE NATURE OF AGREEMENT**

The Town and WWP acknowledge and agree that this Agreement constitutes an exclusive arrangement by the Town to utilize WWP for the processing of its Recyclable Materials. During the term of this Agreement, the Town shall deliver or cause to be delivered to WWP the Recyclable Materials collected by the Town or its agents within its territorial limits. In connection therewith, the Town shall and hereby does release to WWP any and all interest it may have in such materials.

**SECTION 3. TERM OF AGREEMENT**

The term of this Agreement shall be for a period of FIVE YEARS beginning July 1, 2009 and terminating on June 30, 2014. This Agreement shall automatically renew for an additional period of FIVE YEARS through June 30, 2019, unless either party shall deliver to the other, no later than April 1, 2014, a written notice of its intention either not to renew or to seek renegotiation of relevant terms and conditions.

**SECTION 4. AGREEMENT TO DELIVER RECYCLABLE MATERIALS**

The Town shall deliver or cause to be delivered Recyclable Materials to WWP's facility at Recycling Way, Willimantic, Connecticut. Deliveries may be made by Town vehicles, private haulers or as otherwise may be agreed. Each load delivered shall be identified by its originating Town and shall be weighed at WWP's facility.

The Town shall not deliver any Hazardous Waste or other waste which WWP shall determine in its reasonable judgment is not suitable for single stream processing. WWP may reject all loads that contain any amount of Hazardous Waste or such unsuitable waste. In connection with the delivery, for whatever reason, or Hazardous Waste to WWP's facility by the Town, the Town hereby agrees to indemnify and hold harmless WWP for all Hazardous Waste Costs.

**SECTION 5. AGREEMENT TO ACCEPT RECYCLABLES**

WWP shall accept for processing all Recyclable Materials delivered to its facility. WWP shall accept incoming loads between the hours of 7:00 am and 4:00 pm Monday through Friday and between the hours of 7:00 am and 12:00 pm on Saturday. WWP will not be required to accept Recyclable Materials on Sunday or on any of the following holidays:

New Year's Day	Labor Day
Christmas Day	Memorial Day
Thanksgiving Day	Independence Day

WWP shall employ and have available at all times required herein such equipment, personnel and operating capacity as is necessary to adequately and efficiently perform its duties to process the Recyclable Materials delivered pursuant to this Agreement.

**SECTION 6. GUARANTEED PER-TON PAYMENT TO TOWN**

WWP shall pay to the Town a guaranteed amount equal to FIVE DOLLARS (\$5.00) per Ton of Recyclable Materials delivered to and accepted at its facility. Payments shall be made no later than the 20<sup>th</sup> day of each month for the prior month's deliveries.

**SECTION 7. ADDITIONAL VARIABLE PER-TON PAYMENT TO TOWN**

In addition to the Guaranteed Payment specified in Section 6 above, WWP shall pay to the Town a variable amount equal to the number of Tons of Recyclable Materials multiplied by FIFTY PERCENT (50%) of the amount that the Monthly Price Index exceeds a base MPI of \$60.00 per Ton. By way of example, should the Town deliver 1 Ton of Recyclable Materials, and should the Monthly Price Index equal \$100.00, then WWP shall pay to the Town the following amount:

1 Ton x [\$100.00 (MPI for that month) - \$60.00 (base MPI)]	X 50% =	
1 Ton x [ \$40.00]	X 50% =	\$20.00/ton
PLUS: Guaranteed Payment of \$5.00/ton		<u>+ \$ 5.00/ton</u>

**EQUALS: TOTAL PAYMENT TO TOWN PER TON \$ 25.00/ton**

Payment shall be made monthly for the prior month's deliveries, using the Monthly Price Index for such prior month.

**SECTION 8. REPRESENTATIONS AND WARRANTIES OF THE TOWN**

The Town hereby makes the following representations and warranties as of the date of this Agreement, to and for the benefit of WWP:

- (a) The Town is a body politic and corporate validly existing, with full legal right, power and authority to enter into this Agreement and perform its obligations hereunder.
- (b) The Town has duly authorized the execution of this Agreement and this Agreement has been duly executed by the Town, and constitutes a legal, valid and binding obligation of the Town, enforceable against the Town in accordance with its terms.
- (c) Neither the execution and delivery of this Agreement, the consummation of the transaction contemplated hereby, nor the fulfillment of or compliance with the terms and conditions of this Agreement by the Town is prevented or limited by or conflicts with or results in a breach of the terms, conditions or provisions of any contractual or other restriction on the Town, or any agreement or instrument of whatever nature to which the Town is now a party or by which the Town or its property is bound, or constitutes a default under any of the foregoing.
- (d) No action or proceeding is pending or threatened against the Town before any court or administrative agency that might materially adversely affect the ability of the Town to perform its obligations under this Agreement and all authorizations, consents and approvals required in connection with the execution and delivery of this Agreement or in connection with the performance of the Town's obligations hereunder have been obtained as required hereunder or by law.

**SECTION 9. REPRESENTATIONS AND WARRANTIES OF WWP**

WWP hereby makes the following representations and warranties as of the date of this Agreement, to and for the benefit of the Town:

- (a) WWP is a Connecticut corporation validly existing, with full legal right, power and authority to enter into this Agreement and perform its obligations hereunder.
- (b) WWP has duly authorized the execution of this Agreement and this Agreement has been duly executed by WWP, and constitutes a legal, valid and binding obligation of WWP, enforceable against WWP in accordance with its terms.
- (c) Neither the execution and delivery of this Agreement, the consummation of the transaction contemplated hereby, nor the fulfillment of or compliance with the terms and conditions of this Agreement by WWP is prevented or limited by or conflicts with or results in a

breach of the terms, conditions or provisions of any contractual or other restriction on WWP, or any agreement or instrument of whatever nature to which WWP is now a party or by which WWP or its property is bound, or constitutes a default under any of the foregoing.

(d) No action or proceeding is pending or threatened against WWP before any court or administrative agency that might materially adversely affect the ability of WWP to perform its obligations under this Agreement and all authorizations, consents and approvals required in connection with the execution and delivery of this Agreement or in connection with the performance of the WWP's obligations hereunder have been obtained as required hereunder or by law.

(e) WWP at all times will maintain compliance with all local, state and federal laws, regulations, permits, licenses and orders applicable to its activities, and shall obtain all necessary permits, licenses and approvals associated thereto. WWP shall not be deemed to have breached its obligations under this Section 9(e) if: (i) WWP is contesting the purported non-compliance in good faith by appropriate proceedings; or (ii) WWP is diligently seeking to achieve compliance through appropriate actions and/or filing appropriate applications, provided that applicable law allows for continuing operations.

#### **SECTION 10. EVENTS OF DEFAULT BY WWP AND REMEDIES**

Each of the following constitutes an event of default by WWP:

- (a) if WWP repeatedly fails to supply sufficient skilled personnel or equipment necessary to fulfill its obligations under this Agreement; or
- (b) if WWP otherwise violates any material provision of this Agreement.

Subject to the notice requirements of Section 12 below and the arbitration requirements of Section 15 below, if WWP breaches any of its obligations under this Agreement, the Town shall have the right to pursue all remedies available to it at law or in equity (if any).

#### **SECTION 11. EVENTS OF DEFAULT BY THE TOWN AND REMEDIES**

Each of the following constitutes an event of default by the Town:

- (a) if the Town fails to deliver Recyclable Material to WWP in accordance with the terms of this Agreement; or
- (b) if the Town otherwise violates any material provision of this Agreement.

Subject to the notice requirements of Section 12 below and the arbitration requirements of Section 15 below, if the Town breaches any of its obligations under the Agreement, WWP shall have the right to pursue all remedies available to it at law or in equity (if any).

#### **SECTION 12. NOTICE IN THE EVENT OF DEFAULT**

No action or inaction by either the Town or WWP shall constitute an Event of Default unless and until the party claiming default provides written notice to the other party specifying that particular default exists which will, unless cured, constitute a material breach of this Agreement by the other party; and the defaulting party has not corrected such default or otherwise taken adequate steps to the correct such default within 30 days from the receipt of the notice. Only after providing such notice and the expiration of this cure period shall the party claiming default have the remedies available to it as provided herein.

#### **SECTION 13. UNCONTROLLABLE CIRCUMSTANCES**

**Signature Page**

IN WITNESS WHEREOF, the parties hereto have caused this Contract to be executed by their duly authorized officers as of the day and year first set forth above.

Witness:

TOWN OF MANSFIELD

\_\_\_\_\_

By: \_\_\_\_\_

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

Its \_\_\_\_\_

Witness:

WILLIMANTIC WASTE PAPER COMPANY, INC.

\_\_\_\_\_

By: \_\_\_\_\_

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

Its: \_\_\_\_\_

**EXHIBIT A**

**MONTHLY PRICE INDEX  
AS OF  
APRIL 15, 2009  
APPLICABLE FOR PERIOD FROM APRIL 2009 THROUGH APRIL 2010**

<b>Item #</b>	<b>Commodity</b>	<b>Commodity Share</b>	<b>Market Value Per Ton **</b>	<b>Share Value Per Ton</b>
1	Aseptic containers	.15 %	\$ 10.00	\$ 0.02
2	Aluminum containers	.28%	\$ 930.00	\$ 2.60
3	Aluminum Foil	.28%	\$ 40.00	\$ 0.11
4	Glass – Aggregate	18.80%	(\$30.00)	(\$5.64)
5	HDPE - Colored Plastic	2.23%	\$ 240.00	\$ 5.35
6	HDPE - Natural Plastic	1.11%	\$ 370.00	\$ 4.11
7	HDPE - Buckets	.19%	\$ 80.00	\$ 0.15
8	PETE - Plastics	2.23%	\$ 180.00	\$ 4.01
9	Mixed Plastics 3-7	1.50%	\$ 10.00	\$ 0.15
10	Tin Cans	4.46%	\$ 85.00	\$ 3.79
11	Mixed Metal	.13%	\$ 85.00	\$ 0.11
12	Trash Residue	6.00%	(\$85.00)	(\$5.10)
13	Clean Newspapers	46.01%	\$ 45.00	\$ 20.70
14	Mixed Paper	9.78%	\$ 17.50	\$ 1.71
15	Old Corrugated Cardboard	6.85%	\$ 37.50	\$ 2.57
		<b>100.00%</b>		<b>\$ 34.65</b>

\*\*\* Market Value Per Ton as determined by the following indices:

<b>Item / Commodity</b>	<b>Index</b>
Aseptic containers	Spot Market
Aluminum containers	Waste News, New York (NE USA/Maritimes) regional average
Aluminum Foil	Spot Market
Glass – Aggregate	Fee as determined by WWP
HDPE - Colored Plastic	Waste News, New York (NE USA/Maritimes) regional average
HDPE - Natural Plastic	Waste News, New York (NE USA/Maritimes) regional average
HDPE - Buckets	Spot Market
PETE – Plastics	Waste News, New York (NE USA/Maritimes) regional average
Mixed Plastics 3-7	Spot Market
Tin Cans	Waste News, New York (NE USA/Maritimes) regional average
Mixed Metal	Waste News, New York (NE USA/Maritimes) regional average
Trash Residue	Fee as determined by WWP
Clean Newspapers	Official Board Markets, New England average
Mixed Paper	Official Board Markets, New England average
Old Corrugated Cardboard	Official Board Markets, New England average



**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** Matt Hart, Town Manager  
**CC:** Maria Capriola, Assistant to Town Manager; Lon Hultgren, Director of Public Works; Virginia Walton, Recycling Coordinator  
**Date:** July 13, 2009  
**Re:** MRRA, Solid Waste Collection Fees – In-yard and Long Driveways

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**Subject Matter/Background**

The Town offers in-yard garbage collection for persons who have long driveways or are otherwise unable or unwilling to bring their refuse and recyclables to the curb. The fees charged for this service have traditionally been set at the price the Town pays the collector.

Due to the cost-of-living increases that are built into the single-family collection contract, we are now in the position where we are losing money on this service. Consequently, as detailed in the attached memo, the Solid Waste Advisory Committee and staff are recommending that the in-yard collection fees be increased to allow the Town to cover its costs to provide this service.

**Financial Impact**

As shown on the attached memo, the Town currently has 58 in-yard customers that pay an \$11.50 per month surcharge for this service, which costs the Town \$11.94 to provide. The Town also has eight customers that are paying \$15.00 per month for longer driveways, and this service costs the Town \$15.70 per month. The combined loss to the Town is \$31.12 per month or \$373.44 per year. These monthly losses will cease and this service will be returned to a "break even" basis if the recommended \$12 and \$15.75 surcharges are enacted.

**Recommendation**

For the reasons enumerated above, staff recommends that the Council in its role as the Mansfield Resource Recovery Authority (MRRA) increase the in-yard refuse/recycling collection fee surcharge to \$12.00 for driveways up to 300 feet and \$15.75 for driveways longer than 300 feet.

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

*Move, effective July 13, 2009, to set the in-yard refuse/recycling collection fee surcharge at \$12.00 for driveways up to 300 feet and \$15.75 for driveways longer than 300 feet.*

**Attachments**

- 1) V. Walton re: SWAC Rear-Yard Trash Service Fee Increase Recommendation

TOWN OF MANSFIELD  
DEPARTMENT OF PUBLIC WORKS



Lon R. Hultgren, P.E., Director

AUDREY P. BECK BUILDING  
FOUR SOUTH EAGLEVILLE ROAD  
MANSFIELD, CONNECTICUT 06268-2599  
(860) 429-3331 TELEPHONE  
(860) 429-6863 FACSIMILE

MEMO TO: Lon Hultgren, Director of Public Works

FROM: Virginia Walton, Recycling Coordinator *V. Walton*

DATE: July 2, 2009

RE: Solid Waste Advisory Committee Rear Yard Trash Service Fee Increase Recommendation

The Town of Mansfield provides rear yard trash service for single-family residents for an additional fee. For driveways up to 300 feet, the fee currently charged is \$11.50 per month. For driveways over 300 feet, it is \$15.00. These fees do not cover the hauler's charge for service. Mayo and Sons is paid \$11.94 per month for 300 foot driveways and \$15.70 for driveways longer than 300 feet. We last adjusted the Town's single-family collection rates, including in-yard service, in January 2006. With the annual cost of living increases for the trash contractor, these two fees are no longer covering our costs.

In-Yard Collection	Hauler's Charge	Town's Charge to Residents	Monthly Difference	Number of Service Locations	Monthly Loss	Recommended Charge to Residents	Percent Increase
Up to 300 ft. driveway	\$11.94	\$11.50	(-) \$0.44	58	(-) \$25.52	\$12.00	4%
Over 300 ft. driveway	\$15.70	\$15.00	(-) \$0.70	8	(-) \$5.60	\$15.75	5%

The Solid Waste Advisory Committee recommends that the two rear yard trash service fees should be increased to \$12.00 and \$15.75 to cover the Town's cost. The increase will be implemented in the next billing cycle, October 1, 2009.

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**Town of Mansfield  
Staff Report**

**To:** Mansfield Town Council  
**From:** Matt Hart, Town Manager; Lon Hultgren, Public Works Director; Cynthia van Zelm, Mansfield Downtown Partnership Inc., Executive Director  
**Date:** July 13, 2009  
**Re:** Staff Report on Storrs Center Parking

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Over the last several months, Town and Mansfield Downtown Partnership staff members have focused on reviewing the important issue of parking at Storrs Center. As we progress toward the initial construction of the first phase of Storrs Center, it will be important to create a comprehensive parking management plan for Storrs Center. We have outlined below our initial research and recommendations for the Town Council's consideration.

**Background**

Storrs Center will create a variety of parking – garage, on-street and surface - to accommodate the mixed-use downtown which will include shops, restaurants, offices, housing, parks and open space. The goal is for parking at Storrs Center to be user-friendly, convenient and affordable.

In June 2007, the Storrs Center Special Design District Master Parking Study was approved by the Mansfield Planning and Zoning Commission as part of the Storrs Center Special Design District. The parking study requires that a specific number of parking spaces, by use, be included in Storrs Center.

Storrs Center received one of its last major approvals (a permit for improvements to Storrs Road) on June 16, 2009, and the project is continuing to progress toward construction, necessitating the need to move forward on a parking management plan.

**Research**

Town and Partnership staff members, in consultation with Andy Hill from Walker Parking Consultants, have begun to research various parking management systems. This past March, Town and Partnership staff met with John Phillips, Operations Manager for the West Hartford parking system including Blue Back Square parking, and with Ann Denney, University of Connecticut Transportation Services Administrator.

On March 23<sup>rd</sup>, Mr. Hill conducted a workshop regarding general parking issues for the Mansfield Town Council, the Mansfield Downtown Partnership Board of Directors and the public. The PowerPoint of Mr. Hill's presentation is available on the Partnership webpage at [www.mansfieldct.org](http://www.mansfieldct.org).

In June, staff met with representatives from many of the adjacent property owners to provide an overview on the parking planned for Storrs Center and to hear their concerns and questions. From staff's perspective, this meeting was well-received and the property owners in attendance recognized the need for a coordinated parking management plan.

In addition, Mr. Hill has researched parking systems in other communities, including many New England and college towns. Most of these communities have an organization that helps to coordinate their parking oversight efforts. Excerpts from Mr. Hill's memo regarding oversight organizations are listed below:

*Brattleboro, VT* – Building a Better Brattleboro (BaBB), the downtown improvement district made up of merchants, landlords, residents, employees, and activists, formed a parking committee that conducted a study to promote the development of a parking garage in town. The BaBB continues to be Brattleboro's parking steering committee.

*Northampton, MA* – A Transportation and Parking Commission (TPC) was established in 2002 to create transportation policies, review all proposed traffic and parking-related ordinances, hear and address citizen concerns, and promote a safe, efficient and sustainable multi-modal system for Northampton. The Commission is comprised of the heads of the City Departments of Parking, Police, Public Works, and Planning and Development; two City Councilors; one representative each from the Planning Board and Board of Public Works; and three members of the public. Two governmental entities oversee parking in Northampton under the auspices of the TPC. The Office of the Parking Clerk is responsible for adjudicating all parking violations, and collecting and processing fines; and the Parking Division Administration is charged with management, day to day operations, and enforcement duties.

*Amherst, MA* – The Town's Public Transportation and Bicycle Committee has oversight over parking. There are nine committee members, appointed by the Select Board. In the late 1990's and early 2000's, the City had a Parking Commission made up of town staff and citizens. It appears that the Commission was developed to provide structure during development of the Boltwood Walk parking garage, and dissolved after its completion.

*Durham, NH* – There does not appear to be any board or committee tasked with oversight of parking operations. The Durham Police Department has oversight of parking.

*Keene, NH* – Oversight of the parking system is shared by a few groups. The Downtown Parking and Maintenance Commission was created to advise the Planning Board in developing and updating an overall parking plan and to make recommendations with respect to capital improvement programming as it relates to downtown parking and to promote the communication and exchange of ideas and concerns among users of downtown parking, downtown parking owners, downtown

merchants and the city staff and Council. The Commission has seven members including city staff, city councilors and citizens.

In Keene there is also a Council Municipal Services, Facilities and Infrastructure standing committee appointed by the Mayor that oversees matters related to airports, cemeteries, facilities, fire, health, human services, lands, library, parks, police, recreation, safety, traffic control and youth services.

At the beginning of 2009, Keene formed an Ad-Hoc On and Off-Street Parking Commission. The Commission appears to be made up of city councilors, city staff from the City Manager's office, Planning and Public Works and citizens. It was created to deal with issues brought to the Municipal Services, Facilities and Infrastructure Committee. According to its initial meeting minutes of December 16, 2008, its charge was "to study the issues of driveway standards, driveway parking, and driveway parking lot construction, setback standards, to be put into one ordinance or appropriate ordinances and to eliminate existing ordinance conflicts as to allow Code Enforcement and Public Works to work together to resolve on-street and off-street parking." It appears that the impetus to develop this ad-hoc committee was to provide standards for the rebuilding of city streets. The goal was for the Commission to provide a report in July 2009.

*Newark, DE* – The Downtown Newark Partnership, a private/public partnership dedicated to economic development in Newark, has five working committees including a Parking Committee. The Parking Committee is comprised of residents, businesses, and city officials. Its goals include: making parking a more user-friendly and convenient service that is more supportive to current business and future economic growth; developing long-range plans to serve projected needs and integrate those plans with economic development, and exploring more private lot participation, valet parking alternatives, etc., to serve downtown businesses.

*University of Connecticut* - UConn has a parking advisory committee that meets a few times a year and is comprised of representatives from faculty, students, employees, employee unions and parking and transportation staff. The advisory committee's role is to advise UConn's senior management regarding parking and transportation matters on the university campus.

*For more detail regarding parking management structures in other communities, please see attached Mr. Hill's memo of June 29, 2009 and related background materials.*

Staff has also attached a study entitled: "Parking Management – Strategies, Evaluation and Planning," by Todd Litman of the Victoria Transport Policy Institute. We have excerpted the parking management principles from the report which we believe are instructive for Storrs Center.

From Mr. Litman's study:

### **Parking Management Principles**

These ten general principles can help guide planning decision to support parking management:

- 1) *Consumer choice* - People should have viable parking and travel options.
- 2) *User information* - Motorists should have information on their parking and travel options.
- 3) *Sharing* - Parking facilities should serve multiple users and destinations.
- 4) *Efficient utilization* - Parking facilities should be sized and managed so spaces are frequently occupied.
- 5) *Flexibility* - Parking plans should accommodate uncertainty and change.
- 6) *Prioritization* - The most desirable spaces should be managed to favor higher-priority uses.
- 7) *Pricing* - As much as possible, users should pay directly for the parking facilities they use.
- 8) *Peak management* - Special efforts should be made to deal with peak-demand.
- 9) *Quality vs. quantity* - Parking facility quality should be considered as important as quantity, including aesthetics, security, accessibility and user information.
- 10) *Comprehensive analysis* - All significant costs and benefits should be considered in parking planning.

Some of the key findings from our initial research include the following:

- A parking management plan is an important and vital first step. Elements typically include:
  - Management - structure (municipal or private); oversight of parking (parking authority, parking utility/department, downtown improvement district)
  - Operations - format (lease, concessions, management agreement); duties (self-park, valet parking, transportation services, enforcement/collections)
  - Day to day responsibilities - cashiering, janitorial, customer service, interagency/stakeholder collaboration, accounting/bookkeeping, periodic maintenance
  - Enforcement/access control
  - Public information/communications
- Wayfinding signage is essential to providing a user friendly system; do not leave it to the last minute!
- A parking steering committee is a good vehicle to address stakeholder issues and develop parking policies, programs, and procedures
- Adjacent public and private surface parking lots will need to be built into a parking management plan

### Design/Build

Design-build is a construction project delivery system where, in contrast to "design-bid-build," the design and construction aspects of a project are contracted for with a single entity. The design-builder is usually the contractor but could be the design professional (architect or engineer). Typically, one organization is responsible for both design and construction of the project. This system can be used to reduce the delivery schedule by overlapping the design phase and construction phase of the project. The process can, however, result in premature cost estimating and a short-cut design process.

Because the grant for the design of the first parking structure is from the Federal Transit Administration (FTA) and the construction grant is from the State of Connecticut, we are not sure that design-build model for this structure would prove feasible or whether the state Department of Economic and Community Development would allow the use of this model. We can certainly discuss this issue in more detail at Monday's meeting.

### Summary

At Monday's meeting, staff requests the opportunity to provide an overview of this report and to review the related issues with the Town Council. We are looking for feedback and direction from the Council, particularly with respect to the establishment of a parking steering committee. We anticipate that Monday's discussion will be preliminary and that staff will be tasked with preparing for the Council's review and approval a draft charge to establish a steering committee or related entity.

As Mr. Hill has pointed out, there is no standard template governing the make-up, duties and responsibilities of a parking steering committee and communities have typically tailored such entities to best suit their individual needs. At this point, staff recommends that the Town Council form a steering committee to evaluate parking management systems, including operations and enforcement, and to develop a comprehensive parking management plan for Storrs Center. The management plan should be presented to the Town Council for its review and endorsement. Conceivably, the steering committee could assist with the implementation of the plan and play a continued role with the oversight of parking at Storrs Center. However, the parking management plan will address implementation and oversight issues, and could recommend the establishment a different structure, such as parking authority. Consequently, it might be premature for the Council to include within the charge to the steering committee any tasks that go beyond the development of a management plan.

Staff would also propose that the steering committee be comprised of a representative group of key stakeholders, including representatives from the Town, E.O. Smith High School, the University of Connecticut, the Mansfield Downtown Partnership, adjacent private and other public property owners, master developer LeylandAlliance and citizens. It would be beneficial if some of the committee members had direct experience and responsibility with parking issues, or business management.

We contemplate that the parking steering committee would initially be staffed with existing resources from the Town and the Mansfield Downtown Partnership, Inc. The management plan would include a section regarding future staffing and resource needs.

**Attachments**

- 1) Memo from Andy Hill, Walker Parking Consultants, re: "Research on Comparable New England Communities," with attachments
- 2) Downtown Newark Partnership (Newark, DE) Parking Committee structure and goals
- 3) "Parking Management – Strategies, Evaluation and Planning" by Todd Litman, Victoria Transport Policy Institute, November 5, 2008

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STORRS CENTER



**WALKER**  
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PAGE 1  
DATE: June 26, 2009  
WHO: Cynthia vanZelm, Mansfield Downtown Partnership  
Matt Hart, Town of Mansfield  
HOW: email  
ORIGINAL TO: Project file  
COPIES TO:  
BY: Andrew S. Hill  
PROJECT NAME: Town of Mansfield  
PROJECT NUMBER: 16-2046.01  
SUBJECT: Research on Comparable New England Communities

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We have investigated parking system operations and structure for the municipalities of Brattleboro (VT), Northampton (MA), Amherst (MA) Keene (NH), and Durham (NH). Our findings are as follows:

- Brattleboro, VT: The City's website loosely references a Parking Department, although all information was actually provided by their Parking Enforcement officer, who is attached to the Police Department. The town has eight surface lots and one parking garage, as well as on-street metered parking in the central business district. Meters and fee-for-service lots have been around for over a decade; the 305-space garage opened in November 2003. The Town appears to have a robust parking permit program in place, based on the published regulations (attached at the end of this memo).

Building a Better Brattleboro (BaBB) - a downtown improvement district organization made up of merchants, landlords, residents, employees and activists - actually started the initial push for the garage some time before. BaBB formed a parking committee that performed a study promoting development of the garage. The committee leaned on The Windham Regional Commission (WRC), a voluntary association of 27 towns in southeastern Vermont operating under the authority of the Vermont Municipal and Regional Planning and Development Act, to provide initial funds to study site feasibility. The WRC received a total of \$350,000 in EPA Brownfields Assessment funds, which were allocated to studying the site and funding initial, conceptual design development. The BaBB conducted the actual parking study to justify the facility's creation and pushed the project through the various local political channels.

The garage was ultimately funded through a variety of channels. The Vermont Downtown Program committed to funding \$100,000 over ten years to support the project. The City floated a \$4M general obligation bond issue and also allocated \$800,000 from the city's parking fund which had been accumulating for some time prior. There was a grant of \$660,000 from the Vermont Agency of Transportation funds. Finally, the Federal Transportation Administration provided a

## PROJECT MEMORANDUM

STORRS CENTER



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grant of \$3.5M<sup>1</sup> under the aegis that the garage would serve as transportation center to support the Amtrak station one block away, as well as hub for local bus service.

The BaBB continues to be Brattleboro's "steering committee" for parking. The City collects fees through a combination of permit sales, on- and off-street meters and 'honor box' systems in some of the longer term lots. Parking permits are sold on a quarterly or annual basis; rates run between \$15 and \$34 per month, depending on the facility. Meter rates are not given, although the City did just introduce a smart card program that allows folks to 'load' value onto a declining debit card and purchase time at various meters until the balance is expended.

Review of the Town's 2008 audited financial statements indicated the parking system as a whole took in only \$720,548 in fees for service, but was supplemented by \$112,286 in grants and \$5,541 in other revenues, rendering a gross revenue stream of \$838,375. Annual operating costs were shown as \$827,216, rendering a positive contribution of \$11,159. It appears that this surplus was credited to the Town's general fund. There is a proprietary Parking Fund established by the Town which "accounts for the activities of the Town parking lots and metered street parking, as well as the new Town Transportation Center"; as of June 30, 2008 this fund posted a positive balance of \$176,386, including a transfer out of \$33,072 to the Town's General Fund. The town made debt service payments totaling \$228,074 in FY08 against parking-related debt<sup>2</sup>.

The Town does not have a significant college/university presence and does not appear to make special accommodations for the higher education institutions in the area.

- Northampton, MA: Northampton has two governmental bodies overseeing municipal parking. The Office of the Parking Clerk is in charge of adjudicating all parking violations and collecting and processing fine payments. The Parking Division Administration is charged with system management, day-to-day operations and enforcement duties. These appear to be stand-alone departments with no association to other departments within the municipal government. Oversight of both departments falls under the Transportation and Parking Commission.

The Transportation and Parking Commission (TPC) was established in 2002 to create clear and consistent transportation policies, review all proposed traffic and parking-related ordinances, hear and address citizen concerns, and promote a safe, efficient, and sustainable multimodal transportation system for the City of Northampton. The 11-member body is comprised of the heads of four City departments (Parking, Police, DPW, Planning and Development), two City Councilors appointed by the City Council President, one representative each from the Planning

<sup>1</sup> Part of these funds was expended making improvements to the actual station.

<sup>2</sup> A payment of \$23,074 was made for new meters against a starting balance of \$69,220. A payment of \$200,000 was made for bond-issue on the garage against a starting balance of \$2.8M. A payment of \$5,000 was made for non-specific parking debt against a starting balance of \$10,000.

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Board and Board of Public Works appointed by those bodies, and three members of the public<sup>3</sup> appointed by the Mayor and confirmed by the City Council.

The Office of the Parking Clerk is responsible for the processing of all parking violations and the collection of all fines and penalties from parking violations. The office adjudicates all hearings and appeals for parking violations and abandoned vehicles. The office also works with the Massachusetts Registry of Motor Vehicles to clear the marking of registrations and licenses upon payment of outstanding fines. The office also processes all temporary City of Northampton handicap placards applications and any filings and processing of any Abandoned Vehicle Reports. The Office appears to be composed of a single individual (a Parking Clerk).

The City's Parking Administration Office is responsible for maintaining Northampton's parking lots, parking garage, on-street parking facilities; administering the monthly parking pass program; formulation of municipal parking policy including participation on related boards and committees; all aspects of day-to-day parking system management; and parking meter enforcement. The Office is comprised of one Parking Commissioner, one maintenance staff and one office staff. The system is comprised of five surface lots and one 430-space garage, as well as substantial number of curbside meters along various downtown streets. All the lots appear to be covered by pay-and-display meters. Most lots are divided between long-term (\$0.15/hr) and short-term (\$0.50/hr)<sup>4</sup>. There is one lot collecting \$0.25/hour for up to 10 hour stays; the curbside meters appear to operate under the same rates and limitations. The garage allows the first hour of parking free, with every hour thereafter priced at \$0.50/hour; it is not clear if this is attended or covered by meters.

Parking generates substantial income for the City. The prior two fiscal years Northampton collected \$1,161,517 in meter receipts and \$790,698 in parking violation fines in FY07 and \$1,235,453 in meter receipts and \$759,494 in fines in FY08. The projections for parking generated revenues in Northampton are favorable as outlined in the Mayor's Summary of Revenue Changes for the FY2010 Budget:

*"The Parking Meter Fund, whose revenues are generated from meter receipts from the City's on and off-street parking lots and the E. John Gare Parking Garage, has historically been used to fund 100% of the operating and capital costs of the Parking Commission, debt service on parking garage bonds, DPW maintenance staff, police officers and three cruisers, and Parking Clerk staff in the Collector's Office. New this year is a transfer of \$35,000 in support of the Northampton Business Improvement District (NBID) and the one-time capital cost of a downtown sidewalk sweeper in the amount of \$35,000 also in support of the NBID. Parking Meter Fund receipts in support of the General Fund and NBID are estimated to increase by \$199,300 over FY2009."*

<sup>3</sup> Current public members are: James Lowenthal, resident; Leslie Stein, resident and PVTA Representative; and Paul Sustick, resident and downtown business owner.

<sup>4</sup> See attachment at end of memo for map.

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The Town has a significant college/university presence (Smith), but does not appear to make special accommodations for the higher education institution.

- Amherst, MA: Amherst oversees the operation of eight surface lots (290 spaces), a 188-space parking garage and 247 2-, 5- and 9-hour meters<sup>5</sup>. The garage and two of the lots are regulated with pay-and-display meters, while the remainder of the lots are controlled through single-head meters or permits. The City has a fairly complex residential parking permit program in place, as well as another program for managing Town Center permits<sup>6</sup>. Parking fees range from \$0.40/hour for lots and curbside meters to \$0.50/hour for the garage and permits run from \$10 to \$35/month for unreserved spaces, \$75/month for reserved spaces and/or \$650/year for some permits.

There are two separate agencies that claim oversight over parking in Amherst. The Department of Finance has a Parking Administration section under the Office of the Collector. The Amherst Police Department has a Parking Management section under the Support Services Division. It appears that Parking Management is responsible for enforcement, while Parking Administration appears to be the body set up to collect fine payments and issue permits. The system as whole appears to be largely operated as either metered or permit regulated facilities.

The City maintains a Transportation Enterprise Fund (TEF), which appears to encapsulate the majority of collected revenues and expended costs associated with the parking system. Net revenues from the fund are split between parking operations (68%) and transportation initiatives (32%). The FY09 statements show that the parking system made \$818,598 in FY06<sup>7</sup>, \$909,645 in FY07<sup>8</sup> and \$894,247 in FY08<sup>9</sup>. Roughly half of this revenue is generated in parking fines<sup>10</sup>, while roughly 45% is generated in parking meter receipts.

Staffing for the system includes two full-time Parking Enforcement Officers (POE), one half-time POE, a clerk and a half-time maintenance worker. The TEF statements break expenses into three categories: *Personnel Services*, *Operating Expenses* and *Capital Outlay*. Personnel services account for roughly 28% of annual costs and include wages and benefits for personnel. Operating expenses include intergovernmental assessments, property rental fees, supplies, van subsidies and standard cost for utilities, maintenance, etc. Intergovernmental assessments, which account for roughly 55% of total annual operating overhead, include assessment payments to Pioneer Valley Transit Authority in excess of \$200,000<sup>11</sup>, payments to UMass Transit in excess of

<sup>5</sup> See parking map for Amherst at end of memo.

<sup>6</sup> See copies of Amherst permit regulations at end of memo.

<sup>7</sup> Revenue per space averages were \$418 for lots, \$703 for the garage and \$551 for meters in FY06.

<sup>8</sup> Revenue per space averages were \$521 for lots, \$725 for the garage and \$591 for meters in FY07.

<sup>9</sup> Revenue per space averages were \$488 for lots, \$726 for the garage and \$565 for meters in FY08.

<sup>10</sup> The City issued 27,955 tickets in FY06 with an average collection rate of 83%, 26,795 in FY07 with an annual collection rate of 82% and 22,529 in FY08 with an annual collection rate of 88%.

<sup>11</sup> This assessment goes to pay for local and inter-city bus services.

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\$100,000<sup>12</sup>, contributions to the General Fund of nearly \$100,000<sup>13</sup> and debt service payments of roughly \$85,000. Capital outlay covers new equipment and/or facilities and varies each budget year.

In the late 1990's and early 2000's, the City had a Parking Commission made up of town staff and concerned citizens (see attached 2003 Annual Report at the end of this memo). This Commission appears to have been developed to provide focus during development of the Boltwood Walk Parking Garage and dissolved shortly after its completion. Currently, the Public Transportation and Bicycle Committee (PTBC) has oversight over parking matters in the town. There are nine committee members, appointed by the Select Board. PRBC meeting minutes reference the existence of a Parking Task Force, but this is not a formally recognized body within the municipal government and no information on membership or activities was readily available.

Despite the existence of a major public university (UMass) and two elite private colleges (Amherst and Hampshire), Walker could not find any evidence of formal collaboration between the City ("town") and the institutions ("gown") as it applies to parking. The lack of town-gown coordination was surprising, given the proximity of the central business district to the university.

- Durham, NH: The Durham Police Department has oversight of parking. The City has extensive permit programs for both downtown businesses and residential districts and also operates a significant number of curbside meters at \$0.25/15 minutes up to a maximum of two hours and some meters lots at the same rate for a maximum of 12 hours. There are no attendant-regulated facilities and staffing is limited to a seasonal full-time POE<sup>14</sup> and part-time clerk who handles permit and violation processing. The Police Department prepares an analysis of parking every three years which details the state of parking operations and policy in Durham. The latest version (2008) is attached to this memo and will provide the reader with insight into the complexity and size of the current system.

The City has established a Parking Special Revenue Fund to account for collected revenues and direct costs associated with the parking system. Revenues consist of parking permit sales (15% of total gross revenues), meter receipts (39%), violation fines (46%) and miscellaneous (1%) income. Total fund revenues have been declining recently from \$175,598.88 in FY2006 to \$153,983.33 in FY2007 to \$150,750.00 in FY08<sup>15</sup>.

Wages and payroll related costs accounted to 67% of the annual operating overhead. Transfers to the City's Capital Reserve Fund accounted for another 17%, and lease payments to Irving Oil

<sup>12</sup> This assessment covers Amherst's participation in the Five Colleges Consortium.

<sup>13</sup> Includes reimbursement for services from the following town departments: Town Manager, Finance, Human Resources, Construction and Maintenance, Planning, Information Services and Police.

<sup>14</sup> POE works 40 hrs/week during the academic year, then drops to 24 hrs/week during 'summer recess'.

<sup>15</sup> Actual revenues are quoted for FY06 and FY07; FY08 figure is total approved revenues. Actual revenues as of November 2008 were only \$122,553.97.

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for the Durham Court lot accounted for another 7%. The remaining 9% of expenses were divided among printing, postage and equipment maintenance. Total annual expenses were roughly \$60,235 in 2006, \$58,948 in 2007 and \$55,770 in 2008<sup>16</sup>.

Snow removal, utilities and general facility management were not assessed against the parking system. However, the Parking Special Revenue Fund (PSRF) transferred roughly \$115,000 to the General Fund in 2006 and \$95,000 in 2007. The PRSF is projected to transfer another \$95,000 to the General Fund at the close of the current fiscal year.

There does not appear to be any board or committee tasked with oversight of parking operations in Durham, nor does there appear to be any formal alliance or relationship with the University of New Hampshire. In point of fact, the "2008 Parking Status Report" suggests an almost competitive or adversarial town-gown relationship with regards to parking.

- Keene, NH: As in Durham, the Keene Police Department has oversight of parking. The City operates eight surface lots, two garages and an unstated number of curbside meters. Lots, where metered, are \$0.10/30 minutes; on-street meters appear to be universally priced at \$0.25/30 minutes. Permits are priced at \$30 to \$40/month or \$115 to \$140/quarter. The City has instituted several Residential Parking Permit zones in residential neighborhoods adjacent to the Keene State College. The Police Department has assembled a basic brochure (attached) detailing public parking options in the downtown area. The City has established a Parking Meter Fund that consolidates revenues and expenses associated with operating the parking system, providing insight into how parking is run in Keene.

The fund sees significant revenues from TIF<sup>17</sup> tax payments, as well as meter collections and permit sales<sup>18</sup>, fines<sup>19</sup> and miscellaneous revenues<sup>20</sup>. Total revenues in actual 07/08 were \$977,927 and projected revenues for 08/09 are \$1,071,236.

Operating expenses include wages, benefits and payroll taxes associated with the retention of a Police Lieutenant, a technician and three full-time POEs, a city administrative charge for support services, operating supplies, maintenance, and assessments for personal<sup>21</sup> and operating expenditure<sup>22</sup> outside services. Total operating expenses in actual 07/08 were \$715,585 and projected revenues for 08/09 are \$764,772.

<sup>16</sup> Direct expenses are quoted for FY06 and FY07; FY08 figure is total approved revenues. Actual expenses as of November 2008 were only \$55,444.10.

<sup>17</sup> \$118,041 in actual 07/08, \$283,057 estimated for 08/09.

<sup>18</sup> \$542,114 in actual 07/08, \$507,789 estimated for 08/09.

<sup>19</sup> \$271,225 in actual 07/08, \$253,400 estimated for 08/09.

<sup>20</sup> \$46,548 in actual 07/08, \$26,990 estimated for 08/09.

<sup>21</sup> This includes personnel wages, payroll taxes and benefits for City staff performing administrative tasks for the parking system.

<sup>22</sup> This includes services rendered by other municipal departments such as snow plowing, landscaping, facility maintenance, and fleet usage.

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Capital expenditures include deposits into the capital reserve fund for major repair and replacement and/or improvements<sup>23</sup> or smaller, one-time expenditures for periodic maintenance<sup>24</sup>. Total capital spending in actual 07/08 was \$51,664 and projected outlays for 08/09 equal \$130,000.

Debt service payments are limited to the Wells Street Garage, which is carrying a \$1,370,000 bond at 3.93% interest. The fund made payments against interest and principal of \$161,873 in actual 07/08 and \$166,425 in 08/09.

Oversight of the parking system is shared by several groups. The *Downtown Parking and Maintenance Commission* was created to advise the Planning Board in developing and updating an overall parking plan, and to make recommendations with respect to capital improvement programming as it relates to downtown parking and to promote the communication and exchange of ideas and concerns among users of downtown parking, downtown parking owners, downtown merchants and the City staff and City Council. This seven-member commission includes city staff, city councilors and concerned citizens.

In addition to this commission, at the commencement of each municipal year, the Mayor appoints City Councilors to serve on the Council Standing Committees. All Standing Committees of the Council consist of five (5) members. The *Municipal Services, Facilities and Infrastructure Committee* is charged with oversight of all matters related to: airports, cemeteries, facilities, fire, health, human services, lands, library, parks, police, recreation, safety, traffic control, and youth services.

Finally, as the start of the current calendar year, the City of Keene announced the formation of an *Ad-Hoc On- and Off-Street Parking Commission*. This commission appears to be made up of city councilors, city staff from the City Manager's office, Planning and Public Works and concerned citizens and may be an off-shoot of the Municipal Services, Facilities and Infrastructure Committee. Review of committee minutes indicates that, while the group is still establishing a formal annual agenda, focus will be placed on zoning requirements for parking, parking policy issues and parking enforcement concerns.

<sup>23</sup> In FY08, \$10,000 was deposited in the Capital Reserve Fund for the City Hall and Wells Street garages. For FY09, the City proposes to deposit another \$30,000 for those facilities and \$100,000 for Downtown Infrastructure & Facility Improvements.

<sup>24</sup> In FY08, \$41,664 was spent on repairs to the City Hall parking deck. For FY10, the City proposes to spend \$52,500 to retrofit the Wells Street Garage with LED lights.

## **TOWN OF BRATTLEBORO PARKING PERMIT GUIDELINES**

Parking permits are sold quarterly to the first forty-seven (47) persons applying for parking permits for the Harris Place Lot; to the first twenty-eight (28) persons for the Spring Street Lot; to the first fifty (50) persons in the Elm Street Lot; the first fifteen (15) in the High-Grove lot; the first eleven (11) persons applying for parking permits in the Brookside Lot and the first fifty (50) persons for a reserved space, or one hundred fifty (150) persons for an open space in the Brattleboro Transportation Center.

1. Parking permits are issued quarterly, April 1<sup>st</sup>-June 31<sup>st</sup> being the first quarter, July 1<sup>st</sup>-September 31<sup>st</sup> being the second quarter, October 1<sup>st</sup>-December 31<sup>st</sup> being the third quarter and January 1<sup>st</sup>-March 31<sup>st</sup> being the fourth quarter. Permits are sold in the Harris lot **(which is not guaranteed)**, Spring Street lot, Elm Street lot and Brookside lot. Parking permits are sold quarterly or yearly if purchased in April for the fifteen (15) designated spaces in the High-Grove lot, for the twenty-eight (28) spaces in the Spring Street lot, the fifty (50) spaces in the Elm Street lot, one hundred fifty (150) open spaces in the Transportation Center (not guaranteed), and the fifty (50) Reserved space in the Transportation Center. **Permits will go on sale on, or about, the last Monday of each quarter.**
  
2. Parking permits in the Harris lot are valid at 10-hour meters. Program participation is valid only if spaces exist at a 10-hour meter. **Please remember, spaces in the Harris lot and Open Permits in the Transportation Center are NOT guaranteed!** Parking permits are valid in the Elm Street, Spring Street, High-Grove lot and the Transportation Center at marked NON-METERED PARKING SPACES ONLY. **PERMITS ARE VALID IN THE DESIGNATED AREA THAT YOU PURCHASE ONLY!**
  
3. The following Ordinances apply to permit and non-permit parking, as do all Brattleboro Parking Ordinances:  
  
16-92 It shall be unlawful to leave a vehicle on property, leased or maintained by the Town, or parked on a street within the Town, for twelve (12) hours or more continuously, unless parked by permit in the Transportation Center.

16-96 It shall be unlawful to park any vehicle within designated off-street parking areas after an accumulation of snow to a depth of two (2) or more inches, until a period of twenty-four (24) hours has elapsed following such accumulation, except that a vehicle may remain so parked until the close of regular business hours on the day of any such accumulation of snow.

16-97 (a) In addition to any other penalties imposed, any vehicle parked in violation of any provision of Article VI, or Section 17-20 may summarily be removed, as in the case of abatement of a public nuisance, by order of any police officer, at the expense of the registered owner thereof.

(b) If the owner of a motor vehicle summarily removed under subsection (a) hereof does not claim such vehicle and pay all towing and storage expenses within thirty (30) days of the date of such removal, or the vehicle is declared abandoned, the title to such vehicle shall escheat to the Town and the same may be sold or otherwise disposed of in accordance with Title 27, Chapter 11 of the Vermont Statutes Annotated.

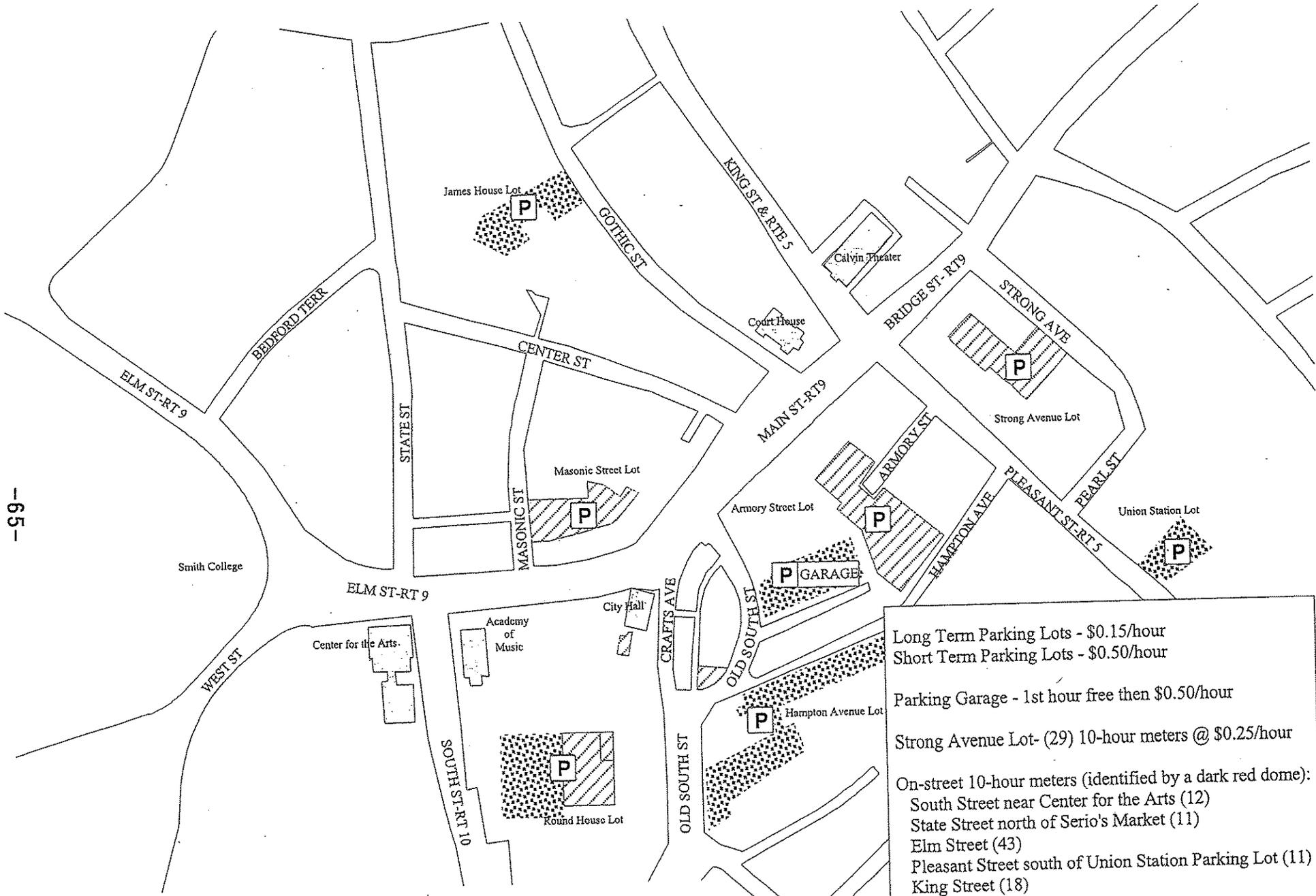
4. The Town of Brattleboro uses a hang-tag permit system. The hang tags ARE transferable. **IF THE HANG TAG IS NOT DISPLAYED, A TICKET WILL BE ISSUED. NO EXCEPTIONS WILL BE MADE!** The fee for a parking permit for the Elm Street lot is \$54.00 per quarter. Harris lot permit fees are \$60.00 per quarter. Open permits in the Transportation Center, as well as permits in the Hi-Grove and Spring Street lots are \$90.00 per quarter. Reserved permits in the Transportation Center are \$190.00 per quarter. Permits will also be sold yearly in the Elm Street lot for \$216.00 and the Transportation Center, Hi-Grove and Spring Street lots for \$360.00 if desired.

**5. PARKING PERMITS MUST BE HUNG FROM THE REAR VIEW MIRROR. HANG TAG MUST BE REMOVED PRIOR TO DRIVING THE VEHICLE. IF TAG IS NOT REMOVED, YOU MAY BE TICKETED FOR HAVING AN OBSTRUCTED WINDSHIELD!!!**

6. Violations of these guidelines WILL receive the standard parking ticket which is payable to the Parking Enforcement Unit at the Police Department. Revocation of the permit is also a consequence.
7. Before trading, selling or otherwise relinquishing ownership of vehicle(s) bearing a Town of Brattleboro parking permit, the vehicle owner shall remove parking permit.
8. All applicants for a parking permit shall sign the attached agreement for compliance with these guidelines and provide all requested information.
9. All permits must be individually purchased. No "bulk" sales of permits will be allowed.
10. **LOST PERMITS WILL NOT BE REPLACED!!**

THE TOWN OF BRATTLEBORO STRICTLY ENFORCES ITS WINTER PARKING BAN. IN THE EVENT OF A STORM OR THREAT OF A STORM, WE WILL NOTIFY RADIO STATIONS OF THE SNOW EMERGENCY. THERE ARE ORANGE FLASHING LIGHTS THAT INDICATE A SNOW EMERGENCY IS IN EFFECT. THESE LIGHTS ARE TURNED ON BY 4:00 IN THE AFTERNOON. WHEN THE LIGHTS ARE FLASHING, ALL VEHICLES MUST BE PUT IN A "NON-PERMITTED" SPACE IN THE TRANSPORTATION CENTER IF THEY ARE GOING TO BE IN THE DOWNTOWN AREA OVERNIGHT. **DO NOT USE THE TOP LEVEL OF THE TRANSPORTATION CENTER DURING SNOW STORMS.** VEHICLES MUST THEN BE REMOVED BY 8:00 THE NEXT MORNING. VEHICLES NOT REMOVED BY 8:00am WILL BE TICKETED AND TOWED AT THE OWNERS EXPENSE.

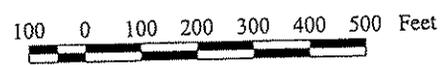
**HANG TAG MUST BE REMOVED FROM THE REAR VIEW MIRROR PRIOR TO DRIVING THE VEHICLE. IF HANG TAG IS NOT REMOVED, YOU WILL BE SUBJECT TO A TICKET FOR OBSTRUCTING YOUR WINDSHIELD.**



Long Term Parking Lots - \$0.15/hour  
 Short Term Parking Lots - \$0.50/hour  
 Parking Garage - 1st hour free then \$0.50/hour  
 Strong Avenue Lot- (29) 10-hour meters @ \$0.25/hour  
 On-street 10-hour meters (identified by a dark red dome):  
 South Street near Center for the Arts (12)  
 State Street north of Serio's Market (11)  
 Elm Street (43)  
 Pleasant Street south of Union Station Parking Lot (11)  
 King Street (18)  
 Gothic Street (15)  
 Bridge Street (6)  
 Bedford Terrace (28)

Long Term     Short Term

# Downtown Northampton Parking



Date: 05/30/2005  
 Author: J  
 Revised: 0  
 File: c:\temp\public\transportation\parking\_lot\parking.apr

## AMHERST PERMIT PARKING REGULATIONS

These regulations, adopted by the Select Board on July 26, 1999 (with changes adopted on September 30, 2002 and June 27, 2005) implement the Parking and Delivery and Residential Parking provisions of Article II, General Regulations: Conduct In Or On Public Ways and Places, of the General Bylaws of the Town of Amherst.

### 1. Permit Areas

1.0 Town Center Permit Parking Area. A town center permit parking area shall be established and shall include all posted on-street parking areas, except as otherwise herein indicated, on the following streets and sections of streets:

- Amity Street (Prospect Streets to Lincoln Avenue) - both sides
- North Prospect Street - west side only
- South Prospect Street - west side only
- McClellan Street (North Pleasant St. to Beston St.) - south side only
- North Pleasant Street (McClellan St. to Triangle St.) - west side only
- Spring Street (Boltwood Ave. to Churchill St.) - both sides
- Spring Street (Seelye St. to Dickinson St.) - south side only
- Churchill Street - Spring St. to Alumni Hall--west side only; Main St. to Spring St.--both sides, excluding section 50 feet north of Spring Street on west side; Main St. to Lessey St. - east side only
- Seelye Street (Main St. to Spring St.) -- both sides; from Spring St. to College Street, west side only
- Cowles Lane -- beginning No. Prospect St, eastward approximately 250 feet; south side of street.
- Pray Street Parking Lot -- twenty (20) spaces in the westerly half of the parking lot (excepting an existing handicapped space)
- Smith Street -- east side only

1.1 Resident-Only Permit Parking Areas. Resident-only permit parking areas shall be established on the following streets and sections of streets:

1.10 Resident-Only Permit Area #1 shall consist of posted areas on Allen Street and on Nutting Avenue between Fearing Street and Phillips Street.

1.11 Resident-Only Permit Area #2 shall consist of posted areas on the portion of McClellan Street between Beston Street and Lincoln Avenue.

### 2. Permit Space Indicators

2.0 Parking permit areas shall be posted with signs indicating the purpose of the spaces, the effective dates and hours, and the consequences of violations.

### 3. Eligibility

3.0 Eligibility for parking permits in the town center permit parking area shall be limited to persons who reside or work at, or own, properties which: a) are within the General Business (B-G) and abutting Limited Business (B-L) zoning districts or; b) have frontage on, or principal access by established rights of access, to posted streets or sections of streets listed in Section 1.0, except that the Select Board shall determine such permits as may be made available to persons who reside or work on any such properties owned by Amherst College.

3.1 Eligibility for parking permits in resident-only parking areas shall be limited to persons who reside at or own properties with frontage on, or principal access by established rights of access to the streets or sections of streets listed under Section 1.1 and posted under Section 2, except that residents of Cosby Ave are eligible for permits in Resident-Only Permit Area #2. No person shall be deemed a resident of more than one resident-only permit parking area.

### 4. Permit Types, Options and Regulations

- 4.0 Access to posted permit parking spaces within the town center and resident-only permit parking areas shall be by parking permits and visitor passes which may be obtained and used as follows:
- 4.00 Employers/Employees. Eligible employers and employees may apply for and purchase one (1) parking permit for their own use during any permit year. Eligible employers may acquire permits on behalf of their employees, and organizations utilizing volunteers may acquire permits on behalf of their volunteers, under rules, regulations and fees established by the Town Manager, who shall be authorized to promulgate such rules, regulations and fees. Any person aggrieved by any decision of the Town Manager under said regulations has recourse to appeal under the provisions of Section 13.
  - 4.01 Residents. Eligible residents may apply for and purchase one (1) parking permit for their own use in the appropriate permit area(s) during any permit year. Eligible owners of residential properties may acquire permits on behalf of their tenants under rules and regulations established by the Town Manager, who shall be authorized to promulgate such regulations. Any person aggrieved by any decision of the Town Manager under said regulations has recourse to appeal under the provisions of Section 13.
  - 4.02 Two-vehicle Permits. Eligible employers and employees may purchase two parking permits to be used by a maximum of two vehicles. Each vehicle qualifying for such permits shall be registered at the same location.
- 4.1 Visitor and Guest Passes. Visitor passes shall be for the exclusive use of the visitors of places of business and households in the town center and resident-only parking permit areas. Guest passes shall be for the exclusive use of the overnight guests of lodging establishments in those permit areas.
- 4.10 Visitor Passes - Employers and residents eligible for parking permits may apply for and purchase visitor passes for the use of their household or business, in an amount not to exceed a yearly maximum of 60 days' worth, whether or not they purchase and hold a parking permit.
    - 4.100 For the purposes of these regulations, a household shall be defined as an individual dwelling unit or group residence, regardless of the number of persons residing therein.
    - 4.101 Employees of businesses in permit areas shall not be eligible to obtain visitor passes on behalf of their place of employment.
    - 4.102 Only one eligible employer per business and only one eligible resident per household may obtain visitor passes on behalf of said business or household. Any such eligible employers and residents who apply for and hold a parking permit may obtain, free of charge, visitor passes good for a total of 30 days' parking in the respective permit area during the applicable permit year, and may purchase additional visitor passes up to the yearly total. Each visitor pass shall display date of use and the visitor vehicle license plate number.
  - 4.11 Use of Visitor Passes by Service Providers - Elderly or disabled residents eligible for parking permits and in need of the assistance of registered professional caregivers or other individuals providing on-premises health/home/hospice care and essential residential support services, or the representatives of such elderly and disabled persons, may apply for and hold visitor passes for the use of such caregivers under agreements established by the Parking Supervisor. Eligible residents or their representatives need not hold a parking permit in order to have access to visitor passes for this purpose. Such passes shall be marked with a symbol indicating their purpose at the time of issuance, and shall only be valid for use during the provision of such services on a property within the appropriate permit parking area(s).
  - 4.12 Guest Passes - Hotels, inns, bed and breakfasts and similar establishments for overnight lodging may purchase guest passes for the use of their overnight guests only. The total number of guest passes issued to such an establishment shall not exceed the number of bedrooms in the establishment certified by the Building Commissioner to be without dedicated on-site or off-site parking spaces as required under zoning. Guest passes purchased for this purpose shall be marked as such and shall have the name of the lodging establishment printed

on them at the time of issuance. Any lodging establishment holding such passes shall immediately inform the Parking Enforcement Supervisor of any change in the number of its bedrooms, its parking capacity and its annual days of operation.

- 4.2 Building, grounds, repair, maintenance and cleaning contractors and similar tradespeople may park clearly identified commercial vehicles in posted parking permit spaces without a parking permit or pass while engaged in providing services on the premises of a property within the permit area where the vehicle is parked.

5. Application Requirements

- 5.0 All parking permit applicants, permit holders, visitors, guests, caregivers and any others using parking permits and passes shall have a valid driver's license. In addition, any person otherwise eligible but without a driver's license for reasons of age, disability or other compelling circumstances may apply, under the provisions of Section 4.11, for visitor passes and may designate others to hold and use such passes on their behalf. All vehicles for which parking permits or passes are sought, or in which they are used, shall have a current, valid registration. All outstanding Amherst vehicle excise taxes and parking fines incurred in Amherst by a permit or pass applicant shall be paid in full prior to issuance of any permit or pass.
- 5.1 Documentation of eligibility shall accompany all applications for a parking permit or pass. Required documentation may include, but is not limited to: current vehicle registration; current driver's license; proof of current legal residency (for tenants this shall include written documentation of occupancy signed by the property owner); proof of current full-or part-time or temporary employment (paystub, letter from employer); for lodging establishments--annual days of operation and certification from the Building Commissioner of the current number of bedrooms without reserved parking, and; for service provider visitor passes, proof of eligibility (age or disability), where appropriate, for the person receiving services. The decision of the Town Manager as to the extent of application requirements and the validity of any applicant's claims of residency, employment or other condition of eligibility shall be final, except that a person aggrieved by any such decision may appeal it under the provisions of Section 13.
- 5.2 If at any time during a permit year, the status of a permit holder's residential, employment, vehicle registration or other aspect of eligibility changes such that said permit holder no longer meets the eligibility requirements for the permit area(s) for which they hold a permit or passes, then any and all such permits or passes held by that person shall immediately expire.
- 5.3 Permits or passes that are stolen or lost shall be immediately reported to the Parking Supervisor. Valid permits that become damaged and/or are rendered incapable of proper display or illegible to parking enforcement personnel may, upon application by the eligible current permit holder, be replaced upon payment of a fee (see Section 8).

6. Access to Parking Spaces

- 6.0 No parking permit space shall be dedicated for or restricted to the use of any individual permit holder. Any holder or users of a parking permit or pass for a specific permit parking area may use any posted parking permit space in said area. A parking permit or pass entitles its holder or user access to any posted parking permit space for which the permit or pass is valid, but does not ensure the availability of any such space.
- 6.1 Parking permits or passes shall only be valid at permit parking spaces posted as being the area for which a permit or pass is issued. Parking permits or passes shall not be valid for use in lieu of payment at metered parking spaces or at any other parking space not posted as a permit parking space.
- 6.2 Disabled persons with a valid handicapped parking identification plate, plaque or sticker issued by any state, Canadian province or the Town of Amherst may park in any posted parking permit space without a permit. However, parking permit spaces are standard on-street, parallel parking spaces. Such spaces do not meet, and are not required to meet, Massachusetts Architectural Access Board (AAB) regulations for public handicapped accessible parking spaces.

7. Permit Characteristics & Display Requirements

- 7.0 To be valid, standard resident and employer/employee parking permits shall be permanently affixed to the upper left hand corner of the inside of the window immediately behind the driver. Where there is no window behind the driver, the permit shall be affixed to the upper right hand corner of the inside of the driver's side window.
- 7.1 To be valid, two-vehicle permits shall be displayed in a clear plastic sleeve affixed to the upper left hand corner of the inside of the window immediately behind the driver. Where there is no window behind the driver, the permit shall be affixed to the upper right hand corner of the inside of the driver's side window.
- 7.2 To be valid, visitor passes shall be hung from the rear view mirror, and shall display the date of use, visitor vehicle license plate number and the address of the permit holder. Visitor passes shall be hung so as to be easily viewed and read by parking enforcement personnel.
- 7.3 To be valid, guest passes shall be placed face up on the driver's side dashboard so as to be easily viewed and read by parking enforcement personnel outside the vehicle.
- 7.4 Permit holders shall remove all expired parking permits from any vehicle that is sold, leased or otherwise leaves their control or custody, or ceases to be registered. All expired parking permits shall be removed from vehicles.

8. Annual Parking Permit Fees

- 8.0 Annual fees for parking permits and passes established under this section shall be set and may be adjusted by the Select Board or its designee.
- 8.1 Town Center. Annual fees for the town center permit parking area shall be as follows:
- Resident permit - Vehicles registered in Amherst--\$20; vehicles not registered in Amherst--\$35
  - Employer/employee permit - \$35
  - Visitor pass - 30 days free with standard permit; \$1/day for other passes up to an annual maximum of 60 days, except that passes shall be free for eligible elderly or disabled residents receiving in-home services.
  - Two-vehicle permit - \$45
  - Guest pass - \$10 for initial and replacement passes
  - Permit replacement fee - \$10 for each replacement permit.
- 8.2 Resident-Only. Annual fees for resident-only permit parking areas shall be as follows:
- Resident - Vehicles registered in Amherst, \$20 - vehicles not registered in Amherst, \$35
  - Visitor pass - 30 days free with standard permit; \$1/day for other passes up to an annual maximum of 60 days, except that passes shall be free for eligible elderly or disabled residents receiving in-home services.
  - Guest pass - \$10 for initial and replacement passes.
  - Permit replacement fee - \$10 for each replacement permit.
- 8.3 Pro-rating. There shall be no pro-rating of fees for parking permits or passes purchased at times other than at the beginning of the permit year.

9. Permit Year

- 9.0 The effective parking permit year shall be from September 1 of one year through May 31 of the following year. Permits may be applied for and purchased at any time throughout the year.

10. Effective Hours of Operation

- 10.0 Town of Amherst parking permits and passes shall provide holders and users access to posted permit parking spaces only during effective dates and hours of operation. The effective hours of parking permit spaces shall be from 8:00 a.m. to 5:00 p.m., Monday through Friday, unless otherwise determined by the Select Board or its designee. The parking permit system shall not operate at other hours or on Saturdays, Sundays or on state or federal holidays, unless otherwise determined by the Select Board or its designee.

11. Regulations, Violations & Penalties

11.0 General Regulations.

- 11.00 All other traffic and parking regulations and associated penalties of the Commonwealth of Massachusetts and the Town of Amherst shall remain in full force and effect within the parking permit areas established by these regulations. This shall include but is not limited to no parking zones, delivery zones, winter on-street parking bans and temporary emergency parking bans. The regulations of the Town of Amherst parking permit areas shall operate in addition to said state and Town regulations.
- 11.01 Payment of Town of Amherst parking permit fees entitles eligible applicants to hold and use permits or passes to gain access to permit parking spaces. However, all parking permits and passes shall remain the property of the Town of Amherst, and shall be submitted to parking enforcement personnel for inspection upon demand.
- 11.02 Responsibility for violations of Town of Amherst parking permit regulations shall rest with the registered owner of the vehicle involved in the violation.
- 11.03 Each day or portion thereof during which a violation continues shall be considered a separate offense, and each provision of these regulations violated shall constitute a separate offense.

11.1 Use Regulations.

- 11.10 Except as otherwise noted in these regulations, no person shall park in a posted permit parking area without a current parking permit or pass valid for that area.
- 11.11 No parking permit holder shall improperly use nor allow the improper use of a parking permit or visitor pass for which they are the holder. Improper uses of parking permits and visitor passes shall include:
- 11.110 Use of a parking permit or pass by an ineligible person or vehicle.
- 11.111 Use during a permit year or on dates other than those designated on the permit or pass.
- 11.112 Improper display of a permit or pass.
- 11.113 Use of a visitor pass designated for residential in-home service providers by any person other than such a provider.
- 11.114 Use of a visitor pass by a service provider while not engaged in delivering services on the premises of a property within the permit parking area.
- 11.115 Use of a guest pass designated for lodging purposes by any person other than a registered paying guest of a permit holding lodging establishment within the parking permit area.
- 11.116 Use of a permit or pass by a person without a valid driver's license, or by a person operating a vehicle without valid motor vehicle registration.
- 11.117 Use of a permit or pass by any person with outstanding unpaid Town of Amherst vehicle excise taxes or parking fines.

- 11.12 No person shall sell, offer for sale, give or trade for compensation, or give or transfer without compensation, any parking permit or pass, nor shall any person affix such a permit or pass to any motor vehicle other than a vehicle designated and authorized under these regulations to receive such a permit or pass.
- 11.13 No person shall tamper with or counterfeit any parking permit or pass, nor shall any person use any parking permit or pass which has been tampered with or counterfeited.
- 11.2 Penalties for violation of the provisions of Sections 11.1 may include the following:
- 11.20 Issuance of a warning flyer.
- 11.21 Issuance of a parking ticket with a fine of \$25.
- 11.22 Use of a vehicle wheel-restraint device.
- 11.23 Towing.
- 11.24 Revocation of parking permits or passes for a period not to exceed two (2) years.

12. Enforcement

- 12.0 These regulations may be enforced pursuant to the non-criminal disposition method as contained in M.G.L. Chapter 40, Section 21D. Enforcing persons shall be the Parking Enforcement Supervisor, parking enforcement officers and police officers.

13. Permit Revocation & Appeal

- 13.0 The Town Manager shall have the authority to revoke or deny parking permit privileges for the violations and periods established under these regulations. Any person aggrieved by any such decision of the Town Manager, or any decision of the Parking Enforcement Supervisor under these regulations, may appeal said decision in writing to the Parking Commission, which shall be authorized to hear and act upon such appeals. Within thirty (30) days of receipt of an appeal, the Commission shall hold a hearing on said appeal, legal notice of which shall be published at least 48 hours in advance of said hearing in a newspaper of local circulation. After the hearing, the Commission shall have fourteen (14) days within which to file a written ruling overturning, amending or upholding the appealed revocation or denial. Written notice of said ruling shall be transmitted to the Parking Enforcement Supervisor and the person who filed the appeal.

Amended: 2001; 2002; 2005

## PARKING COMMISSION

Fiscal Year 2003

The Parking Commission is an advisory board that makes recommendations to the Select Board and the Town Manager regarding parking in the Town center. In order to support a strong commercial, service and social center for Amherst, it assesses parking needs, develops and reviews policies and procedures and is concerned with the management of a comprehensive self-supporting parking system.

The highlight of this past year was the opening of the Boltwood Walk Parking Garage, which now provides 188 parking spaces as well as pedestrian areas. This completed an urban renewal project begun in 1972. The Parking Commission recognized the need for a centrally located parking facility soon after it was formed in 1993. The addition of a new facility to the Town parking system brought with it many questions about rates, details of revenue collection, hours of enforcement, long-term leasing of some lower-level spaces, signage and the delivery needs of businesses. These were the major topics of many meetings this past year.

Following initial months of operation of the garage, and based on observations of use at the CVS lot and the garage, some changes were made in the rates and enforcement hours for each. The rate in the CVS lot was raised from 15 cents/hour to 30 cents/hour and the enforcement period lengthened from 8 a.m. - 6 p.m. to 8 a.m. - 8 p.m. The hours of enforcement in the garage were shortened from 8 a.m.-11 p.m. to 8 a.m.- 8 p.m. The cost of the 25 leased spaces in the lower level of the garage was reduced from \$100/month to \$60/month. Since the Commission is committed to making the parking system work as a self-supporting operation, it considered the sustainability of the revenue stream when it evaluated and recommended these rate changes.

Providing for commercial deliveries required a multi-step process. It started with a questionnaire circulated to businesses by the Town Commercial Relation Committee, followed by meetings and discussions with business owners to understand their needs. This was followed by small changes in existing loading and unloading zones on North Pleasant Street and Main Street that had been in place during garage construction. Limited deliveries were allowed over the pedestrian way in the southwest corner of the garage area. Since well-publicized regulations were not observed in the southwest corner, deliveries across the pedestrian path were prohibited and four nearby garage parking spaces were designated for deliveries, two permanently and two from 8 to 11:30 a.m. Further changes were made in delivery zones on Main Street and North Pleasant Street in an effort to retain as much public parking as possible and to solve safety problems. The conflict between the need for delivery spaces and customer parking spaces is not easily solved in the Town center and the Commission expects to continue to observe the current provisions and to make changes as needed.

In its fourth year, the Town Center Permit System continues to work very well, providing inexpensive long-term parking on side streets adjacent to the business area for those working and those living in the center of town. This has made for more parking in the center for people coming into town.

In order to serve the community as well as possible, the Parking Commission realizes it must continue to reevaluate all elements of the parking system. Parking space as well as funds will always be limited, and review and planning must continue.

Members serving on the Parking Commission this year were:

Sarah Fischer, Planning Board liaison

Peter Grandonico, downtown business representative

Karen Jones, Transportation and Bicycle Committee representative until August, 2002

Barry Roberts, Town Commercial Relations Committee representative

Margaret Roberts, Amherst Redevelopment liaison

Jean Smyser, Disability Access Advisory Committee representative

Margaret Roberts, Chair

# **Parking in Durham**



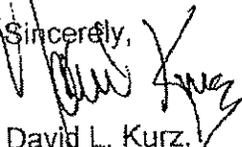
## **Status Report-2008**

## Executive Summary – August 4, 2008

The goal of the report is provide the Town Administrator with an update as to the status of parking in Durham, and to measure the progress, or lack thereof, of initiatives previously suggested and implemented. Parking is one of the more significant non-criminal tasks placed upon the Durham Police Department and with the addition of the Depot Road Parking lot, a new realm of parking management was added to our resume. It should not be surprising that as the host community to New Hampshire's largest university, attracting 25,000 students, faculty, staff and visitors per day, the problem can be significantly compounded. Parking permits issued by the University of New Hampshire fluctuate in price and location. And although spaces are available they are often distant from the core campus where most people want to be. We have proactively addressed many residential neighborhoods' concerns regarding the perception that these areas offer convenient and free parking to students. The subsequent stress caused by the intrusion of UNH related parking upon the neighborhoods results in additional demand for police presence, and in some instances, the adoption of ordinances to further control parking. The process to enact these ordinances consumes staff time and monopolizes valuable Durham Council agenda commitment. If proposed ordinances are adopted, the ramifications are significant for the residents and their guests who are not exempt from police enforcement. Our initial assessment is that without parking infrastructures placing people close to where they want to be, there will always people willing to feed the meters or roll the dice and purposely violate the law. In essence, Durham experiences two specific yet specialized demands upon the parking infrastructure; businesses that want rapid and ready parking space turnover and students who seek longer term parking to attend classes. Placed in the middle of this conflict are the residential neighborhoods surrounding the downtown district that justifiably demands that the Durham Police Department "do something about the problem".

This is the third review of parking in Durham with previous updates presented in 2002 and 2005. It provides an overview of the current parking status, offers tangible enhancements, as well as generating long-range visions for addressing the stress and competing issues surrounding parking in Durham.

Sincerely,

  
David L. Kurz,  
Chief of Police

## I. Downtown area

### Business Parking Permit System

The Town has institutionalized a business parking permit system that addresses some of the parking needs of the business community by creating a parking permit system that is valid between the hours of 6:00AM and 12:00 midnight daily. These regulations, established and administered by the Durham Police Department with approval by the Town Administrator, govern the use of parking permits sold to businesses desiring employee parking within the downtown area. The system is established to ensure that prime parking spaces are available to consumers and visitors of the downtown business district while providing necessary parking to the employers and employees of private and governmental entities. There is a two tiered permit system based upon parking locations as follows:

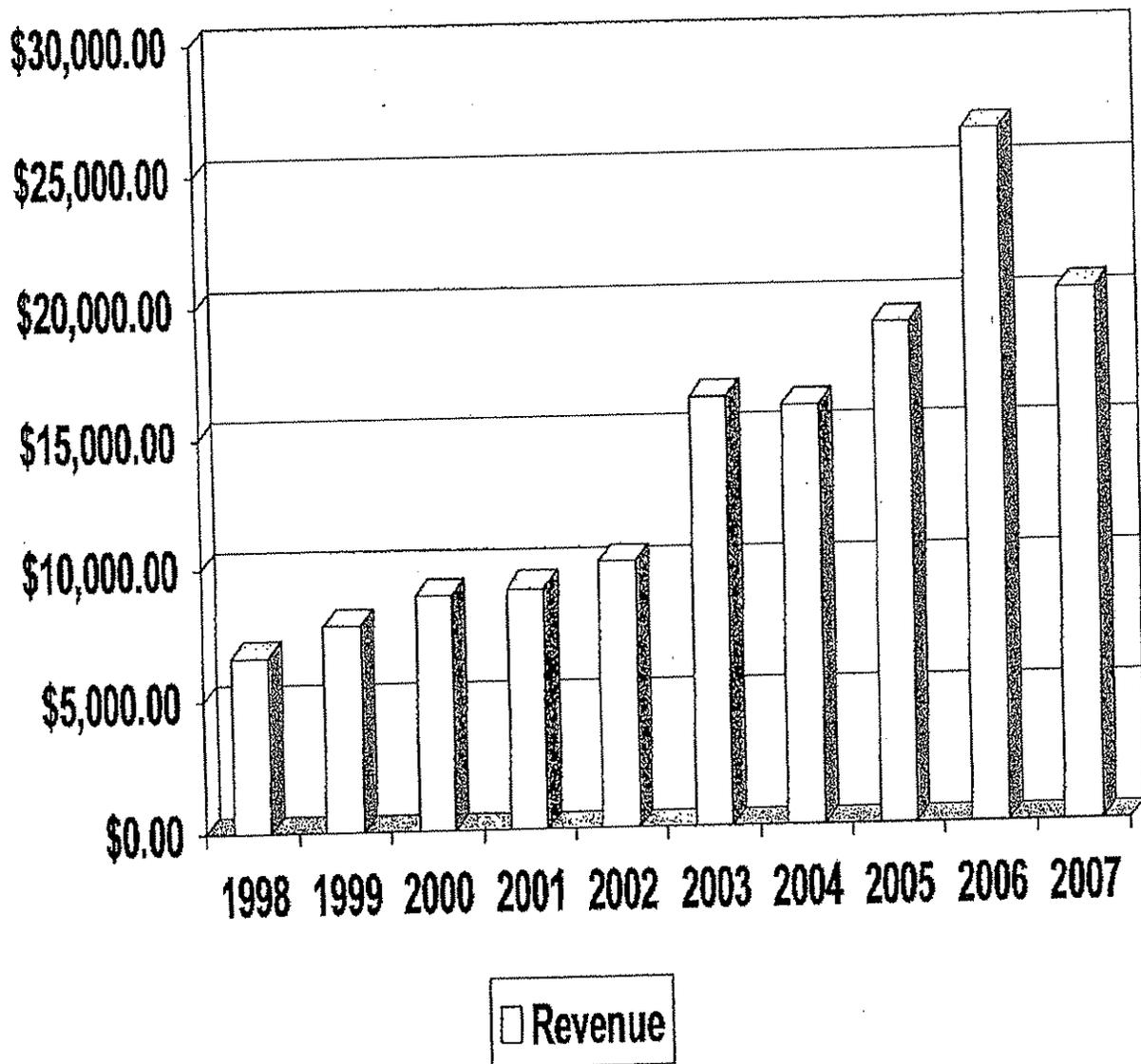
Pettebrook Parking Lot and Cowell Drive:	\$150.00 per permit for each calendar year
Madbury Road:	\$125.00 per permit for each calendar year

Over the years we have gradually increased the number of permits so that there are one hundred and ten (110) for parking in the Pettebrook lot and Cowell Drive, as well as twenty-four (24) permits for Madbury Road. While these numbers exceed the spaces available, we have concluded that seldom do all permit holders work simultaneously virtually ensuring a space will be available. All of the permits are sold on a first come, first served basis commencing January 1<sup>st</sup> with expiration at the end of the year. Although most businesses do not seek the number allowed, every business is eligible for a maximum of 15 permits. The permit offers the holder "the right to hunt" for a parking space, with no guarantee that one will be available. If none are, overflow at the Town Hall is readily available.

A history of the revenue generated by parking permits is displayed below:

Year	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007
Revenue	\$6,625	\$7,800	\$8,900	\$9,150	\$10,100	\$16,350	\$15,950	\$19,037	\$26,382	\$20,232

# Business Parking Permit Revenue



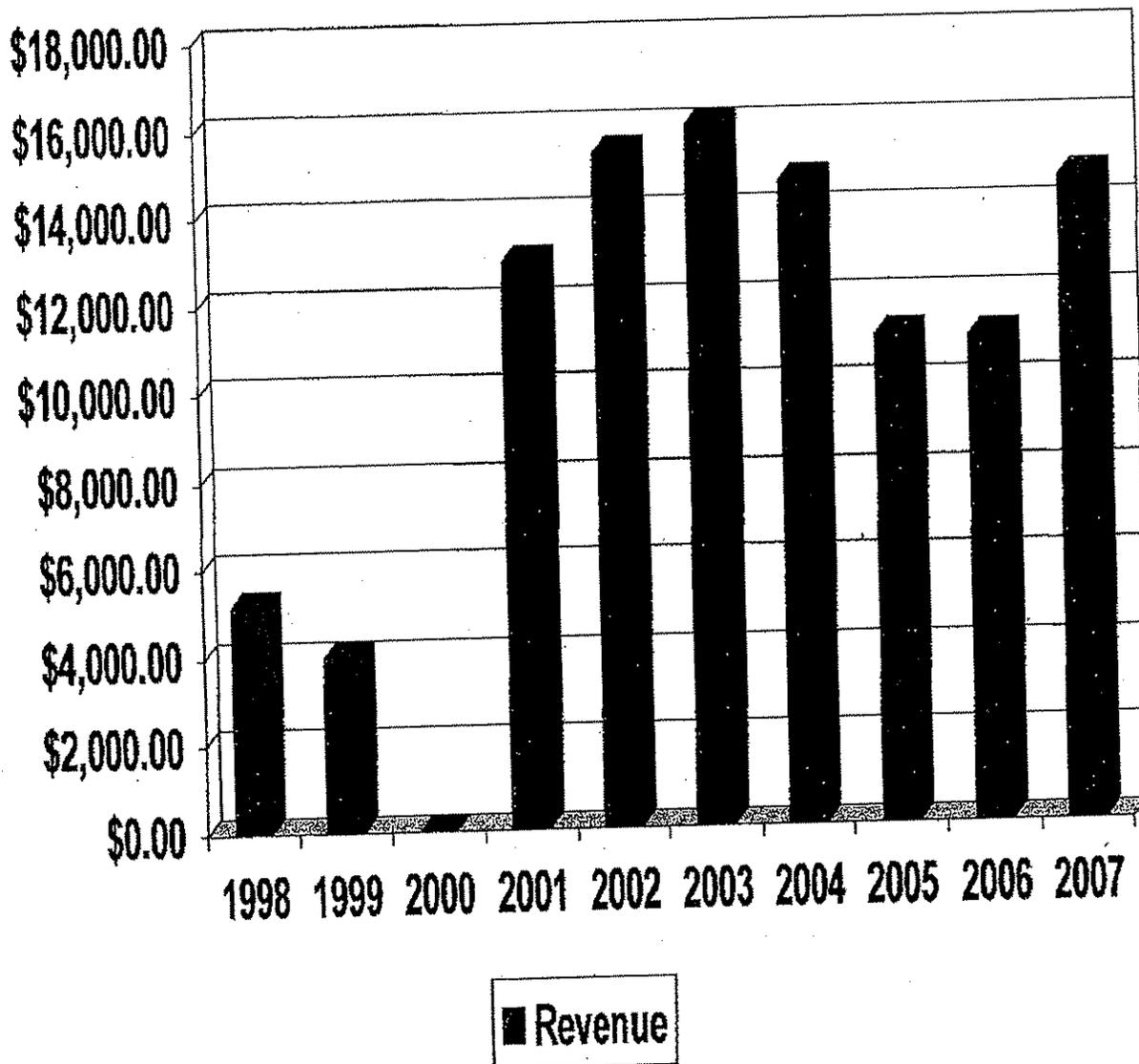
**Pettebrook Parking Lot – Total of 78 spaces with 3 as handicap**

The Pettebrook parking lot is actually comprised of two separate areas on the southern and northern sides of Pettebrook Lane. In total, there are 75 parking spaces with 3 more designated as handicap restricted. Of these spaces, 58 are metered in the main, or northern, lot while none of those on the south side of Pettebrook Lane are controlled by parking meters but are designated as permit parking only. About eight years ago, the "master meter" system that had functioned in the parking lot for a number of years failed and was no longer repairable. Individual meters were installed allowing for prolonged parking by non-permit holders and an additional revenue stream. The success of this combined strategy is demonstrated by the significant increases that have occurred each year since this strategy was implemented. While revenue has fluctuated over the years, we continue to maintain a 200% increase over the single master meter strategy.

Year	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007
Revenue	\$5,150	\$4,000	-0*	\$12,900	\$15,405	\$16,017	\$14,693	\$11,109	\$11,077	\$14,693

\*In 2000, the master meter failed and could not be repaired. In addition, reconstruction of this parking lot also occurred.

# Petteebrook Parking Lot Revenue



### **Store 24 Parking Lot – 46 spaces with 3 as handicap**

This parking lot is actually owned by the University of New Hampshire but controlled by the Town of Durham through December 2008 by agreement. Although neither agreement mentions a quid pro quo, there is another document, which is valid during the same time period that gives the University of New Hampshire control over Strafford Avenue and its' accompanying parking meters that UNH has installed, maintains and enforces.

The parking lot known throughout the community as the Store 24 lot is the primary parking area used by those shopping or visiting the downtown businesses. Parking within this lot is limited to one-hour with the underlying goal to create turnover and hence, more shoppers. Recently, an amendment to the Town Code created a resident parking system so that those vehicles displaying a resident sticker may park for two-hours. This ordinance pertains to *all* downtown parking areas that are not governed by meters. In any event, where there are no meters, parking enforcement requires that the tires of parked vehicles be "chalked" with a mark so that when the parking enforcement officer revisits the area an hour later, those remaining with chalk marks are deemed to be in violation and are issued parking tickets. One complaint commonly heard from businesses surrounding the area involves some business owners who avoid purchasing a parking permit and actually move their vehicles every hour to a different space. While conversations with those persons has decreased the behavior and may have eliminated this issue, it is apparently a widely known strategy frequently used to park in this lot.

While the winter overnight parking ban (November through April) has always governed this parking lot's overnight parking, an ordinance enacted in 2004 prohibits overnight parking in *all* Durham municipally governed parking areas between the hours of 1AM and 6AM.

### **Jenkins Court – 10 spaces with 1 as handicap**

There are a variety of time limits controlling parking in this area to allow for delivery and pick-up that often occurs to service the businesses located in close proximity. Several of the spaces have a 15-minute limit, others 30-minutes and yet others 90-minutes. There is no parking allowed anytime on Jenkins Court between the hours of 1AM and 6AM.

### **Main Street in the Business Area – 31 spaces with 2 as handicap**

There is a mix of parallel and diagonal parking on Main Street. Except for a loading zone on the north side near the intersection of Madbury Road, all parking is limited to one-hour, excluding those with a resident permit extending parking to two-hours. There are no parking meters installed in this area of Main Street and enforcement is accomplished by marking the tires of parked vehicles with a

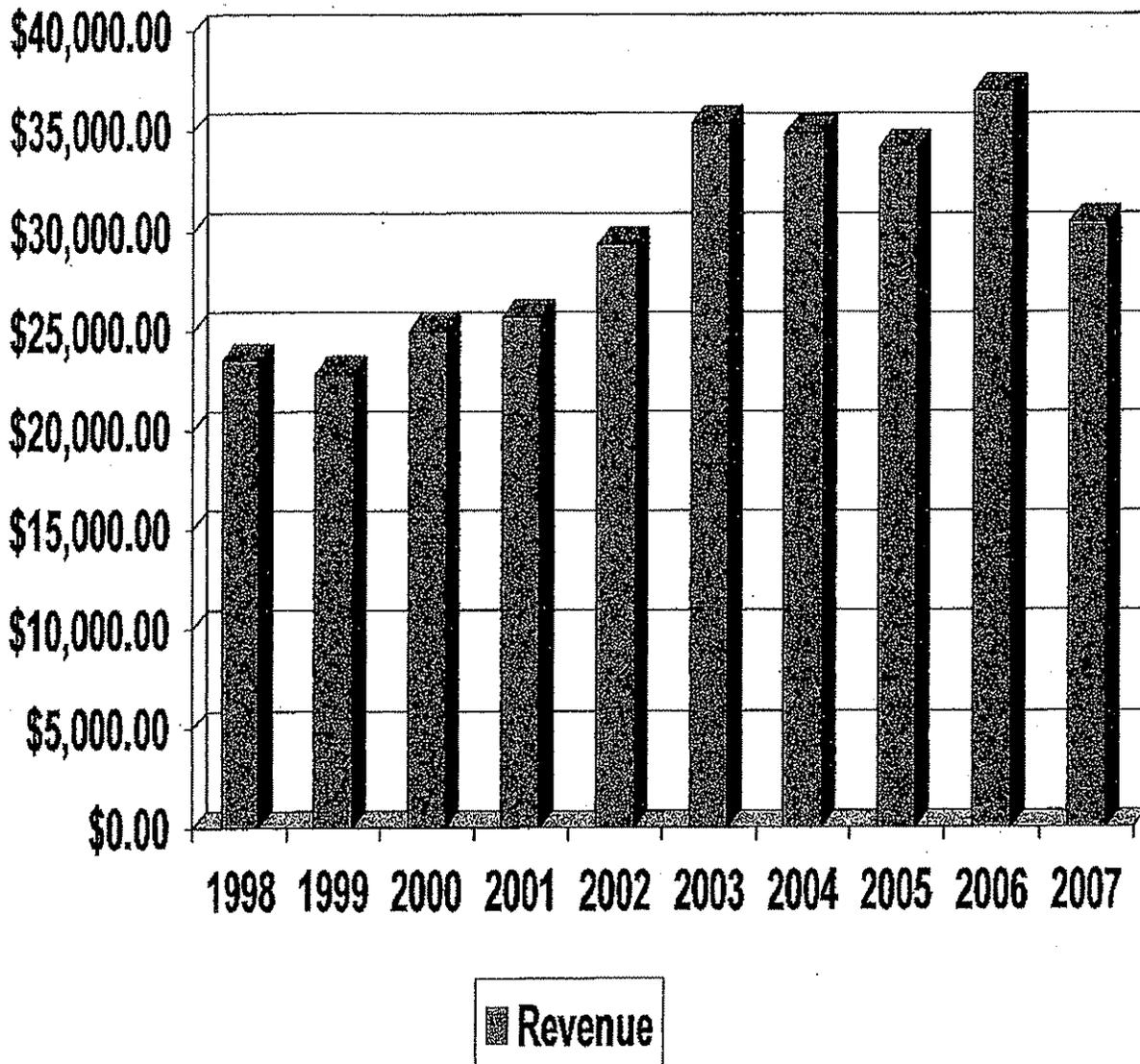
return visit by the parking enforcement officer to observe and ticket those in violation of the one-hour, or two-hour, restriction. This area is also governed by an overnight parking ban between 1AM and 6AM.

**Main Street in front of the President's House – 22 spaces**

There are 22 spaces governed by parking meters that were upgraded recently with electronic mechanisms. Initially designed to create parking turnover for Durham residents to use the Diamond Library, there is a 2-hour maximum with a \$1.00 per hour fee. Parking fees are necessary during the hours of 6AM until 9PM except on Saturdays when the hours change to 6AM until 5PM. There are no charges for Sunday parking. It should be noted that during the spring and summer months of 2007, major construction and renovations to this area of Main Street resulted in the meters being off line and revenue falling accordingly.

Year	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007
Revenue	\$23,500	\$22,800	\$25,000	\$25,700	\$29,340	\$35,470	\$34,900	\$34,204	\$37,018	\$30,473

# Main Street Meters (President's House)



### **Main Street – 15 spaces (Huddleston Hall)**

These 15 spaces are governed by parking meters that were installed in 1998. The meters allow 2-hour time limit with a \$1.00 per hour fee structure. Parking is governed by the meters from 6AM until 9PM, Monday through Friday only.

Year	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007
Revenue	\$11,750	\$11,800	\$13,300	\$15,100	\$17,800	\$18,050	\$17,600	\$17,142	\$18,912	\$19,472

### **Post Office – 15 spaces with 1 as handicap**

This is a municipal parking area that is primarily used by patrons of the Post Office. While those who have multiple errands to perform in the downtown area are not prohibited from using this lot, there is a 30-minute time limit on parking, which was recently increased from 15-minutes. In addition, as a municipally owned parking area, an ordinance prohibits parking between the hours of 1AM and 6AM.

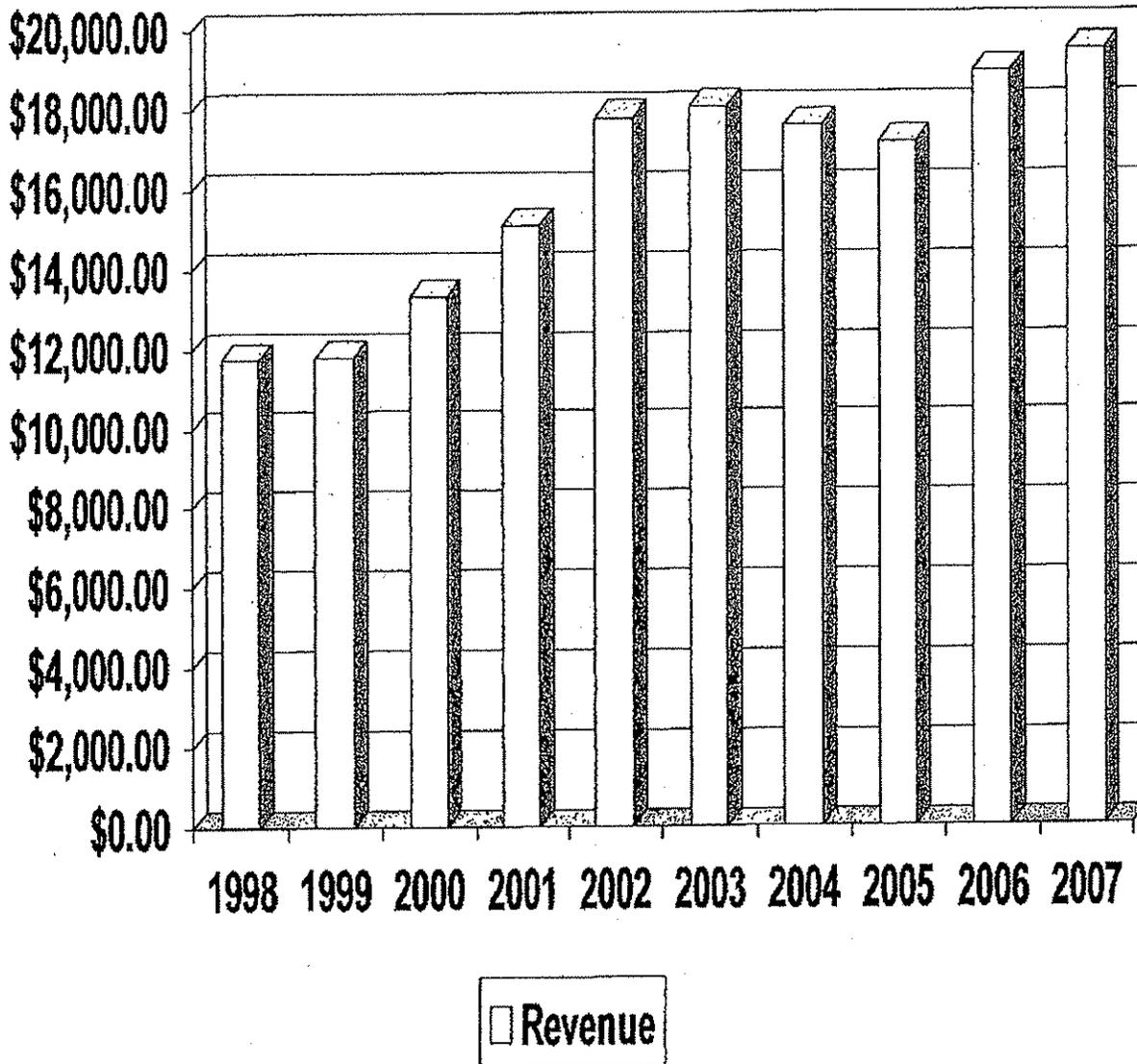
### **Madbury Road – 47 spaces**

In the area between Woodman Road and Garrison Avenue, there are 47 spaces on both sides of Madbury Road. On the westerly side are 23 that were previously governed by parking meters with no time limits between the hours of 6AM until 9PM, Monday through Friday. Due to the cost of repair, replacement and the lack of revenue to justify the expenditures, the remaining meters were removed and replaced with a two-hour time limit governed by the parking enforcement officer chalking tires. The easterly side of Madbury Road has approximately 24 spaces that are restricted to those businesses that purchase an annual permit.

### **Cowell Drive – 12 spaces with 1 as handicap**

The northerly side of Cowell between Madbury Road and Glassford Lane has been designated as business permit parking only and primarily services the Federal building and the professional staff employed there. On the southerly side, angle parking provides parking for government vehicles only.

# Main Street Meters (Huddleston Hall)



## II. Durham Council Action Items Implemented

During this period, the Durham Town Council amended "153-32 Penalties" to reflect several changes including:

- Refocused enforcement efforts upon the vehicle owner rather than the vehicle. The new ordinance focuses past transgressions onto the vehicle owner who may have numerous vehicles with tickets on only one specific vehicle. Previously, they would be exempt from towing simply because they are not driving the vehicle that received the bulk of violations.
- The Council authorized the towing of any vehicle owned by a person who owes the Town for three (3) or more unpaid tickets for greater than fourteen (14) days.

## III. Residential Parking

Over the years, parking pressure on Durham's neighborhoods and the resulting damage to lawns, blocked driveways and debris left behind has caused a multitude of approaches to be implemented. Many of the suggestions designed to improve the situation have included the elimination of all on-street parking without permit. However, the resulting negative impact upon the residents has encouraged the emergence of a residential parking permit system as the preferred method to deal with encroaching parking by UNH students. Currently, the entire Faculty Neighborhood, Woodman Road, Maple and Meadow Road as well as the Bayview neighborhoods have a permit system in effect. A number of other neighborhoods have petitioned the Durham Town Council for amendments to existing ordinances that have resulted in the establishment of *no parking* or restricted parking zones that are only in effect during the UNH or Oyster River academic calendar.

## IV. Depot Road Parking Lot

When the 2005 Parking Strategy was completed, the Depot Road Parking lot did not exist except in planning documents. As a reclaimed Brownfield site, significant Federal funding allowed for the capping and monitoring of the site while enabling the Town to develop a parking lot. The Durham Council has instructed that the revenue, minus expenses, be placed in a separate Depot Road Parking Fund.

Initial recommendations from those familiar with parking spaces and their potential to generate revenue had suggested that the Town sell permits for as much as \$1,000. Unfortunately, this was a miscalculation and after weak sales in 2006, largely due to high pricing, the pricing structure was reevaluated and reduced to encourage more participation and sales activity. Parking for Durham residents was established at \$300 annually with non-residents paying \$400 for

the same permit. The results have been very positive with a completely sold-out lot of one hundred and sixty-five (165) spaces including a commitment from UNH Recreation to park their fifteen vehicles annually.

While parking permits can be purchased for as little as one semester, the vast majority of permits that were purchased were done so by the academic year, which is valid from September through May. During the summer months of June, July and into the first half of August, there are no parking permits or fees levied.

Year	2006	2007
Revenue	\$11,641.00	\$84,475.00

## V. Parking Enforcement Revenue (Issuance of Tickets)

The Durham Town Council has increased parking fines for violations in 1996 and again in 2004. Previously, the fine structure was so low that there was simply no deterrent to violating the parking regulations. The challenge has always been to balance the fine structure so that there is impact to act as a deterrent yet not so high that there will be mass disregard for payment. Currently the fine structure is very much in line with those of UNH and surrounding communities. The majority of fines are calculated at \$20.00 with an additional \$5.00 added if the ticket is not paid within a 14-day period.

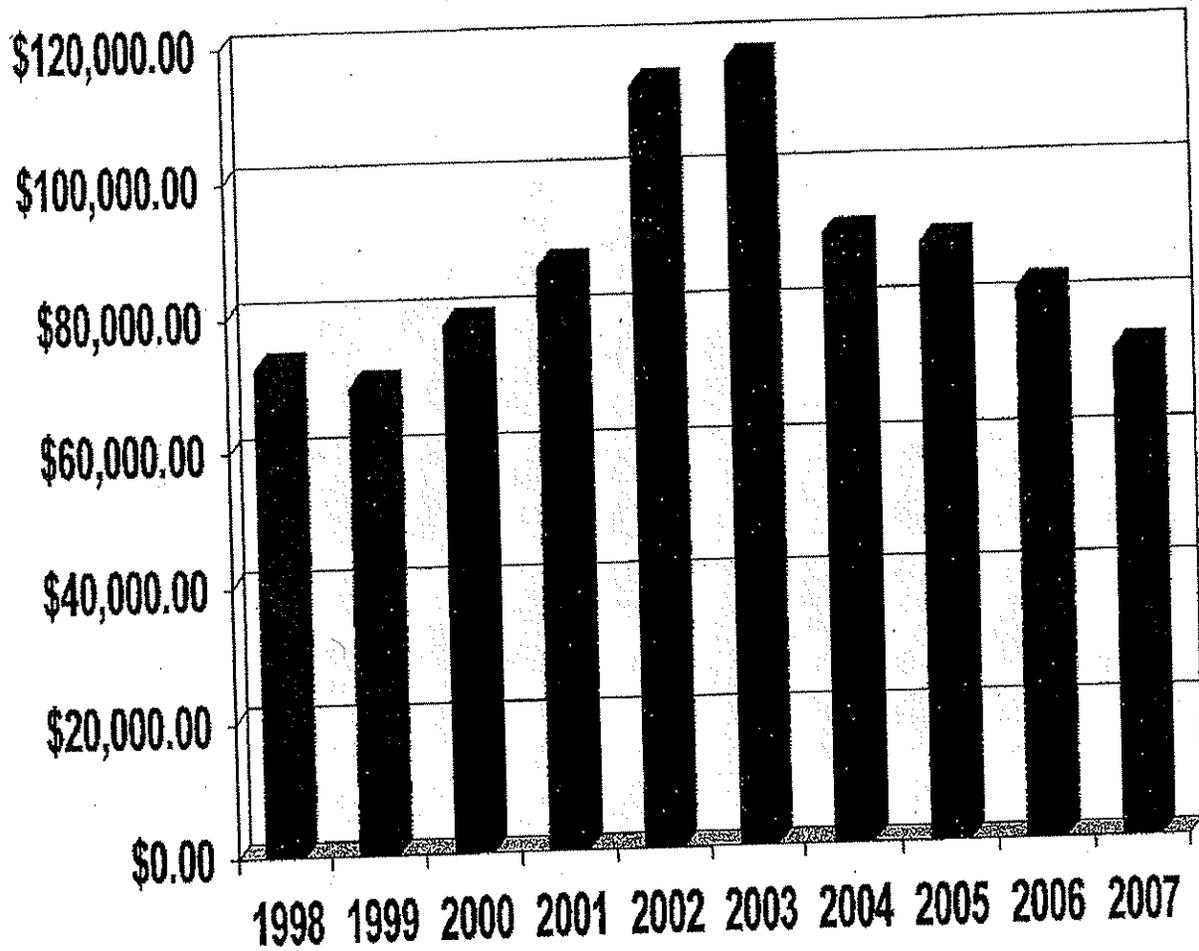
As in previous years, patrol officers and the Parking Enforcement Officer (PEO) Ed Cilley, continue to place significant emphasis on the monitoring of parking violations during their routine activities. While parking violations throughout the community are monitored, considerable attention is placed upon the downtown area. A pattern of parking compliance has been established as a result of this vigorous enforcement activity. While compliance with parking regulations is a positive result and ensures that parking spaces are available in the business area, it has a negative impact upon parking revenues as fewer tickets are issued. This conclusion can be validated as meter revenue remains within historical parameters.

Year	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007
Revenue	\$72,390	\$69,610	\$78,600	\$86,790	\$113,000	\$116,370	\$90,550	\$88,808	\$81,869	\$72,633

## VI. Revenue From All Parking Initiatives (except Depot Road)

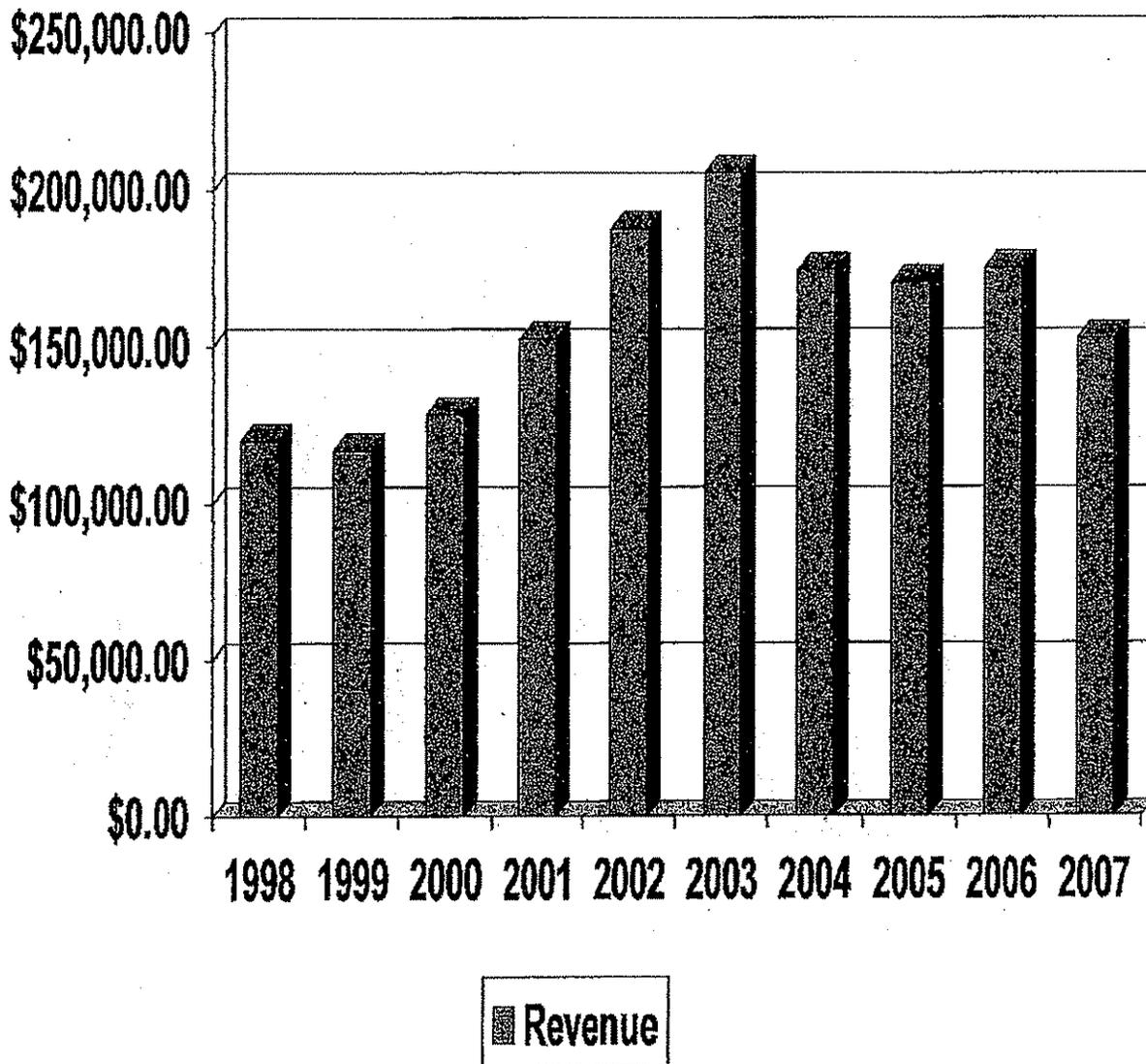
Year	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007
Revenue	\$120,176	\$116,887	\$128,397	\$152,591	\$187,807	\$205,049	\$174,361	\$170,774	\$175,258	\$152,739

# Parking Ticket Revenue



■ Revenue

# Revenue from All Parking Initiatives

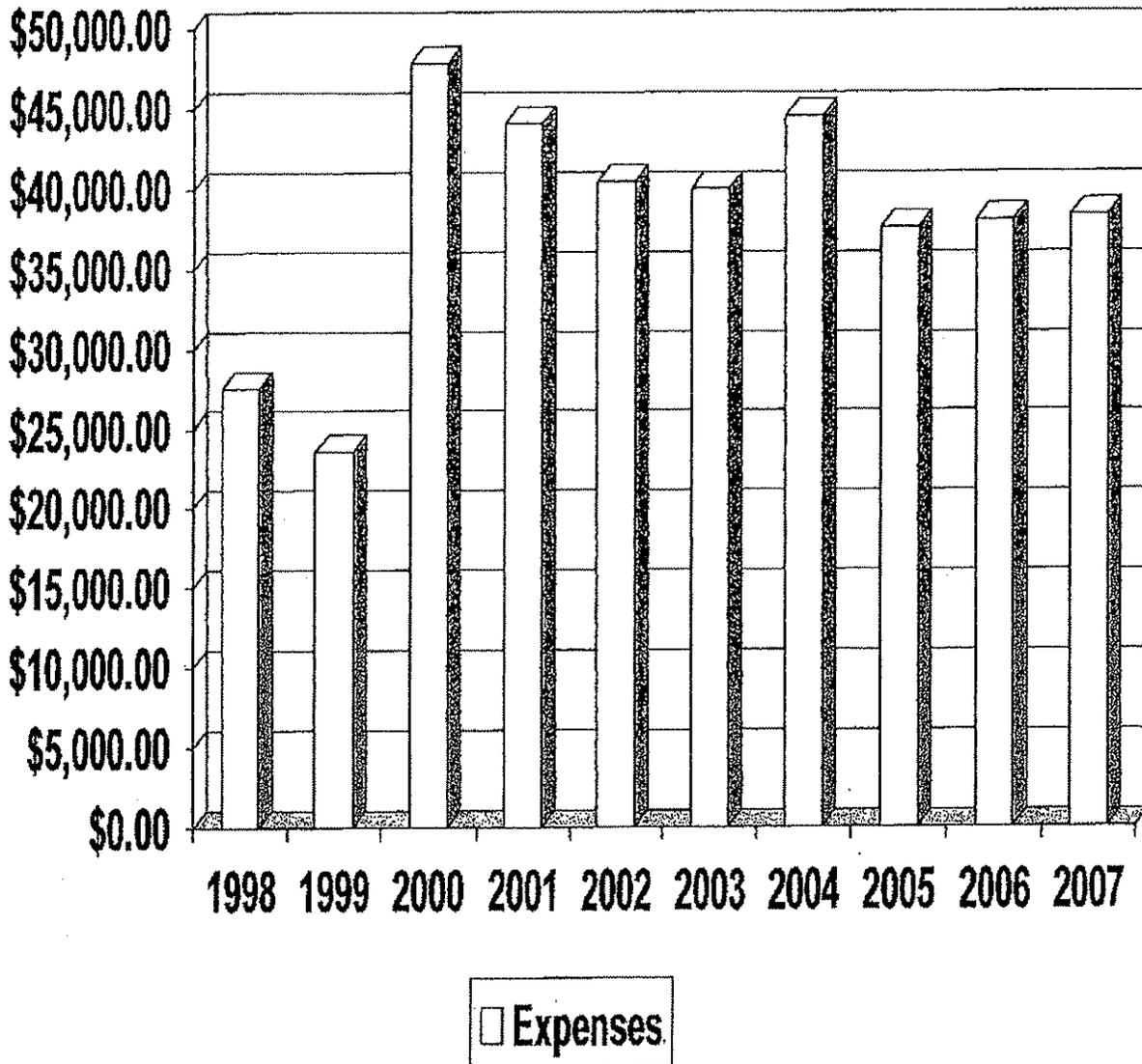


## VII. Parking Program Expenses

The budget that supports parking enforcement is comprised of a parking enforcement officer (PEO) who works 36 forty-hour weeks and 16 twenty-hour weeks during UNH summer break. While PEO Edward Cilley is most visible in the downtown area, he is also responsible to enforce all parking regulations throughout the community. A twenty-hour part-time support staff member was added in 2004 to focus upon data entry, developing invoices, collection and statistical analysis. Other costs include printing of tickets, mailing of notices, and ancillary items including meter repair.

Year	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007
Expenses	\$27,500	\$23,574	\$47,957	\$44,122	\$40,532	\$39,973	\$44,642	\$37,585	\$38,000	\$38,400

# Parking Program Expenses



## **VIII. Recommendations**

### **Internal Action**

- While Pettebrook parking lot should be viewed primarily as a parking area for businesses and their employees it is clear that the revenue generated from meters demonstrates that there remains available space.
- When business operators park their personal vehicles in the Store 24 lot it is counter-productive to the strategy of providing ready access to their customers. The PEO will reaffirm that parking spaces in the Store 24 lot are designed for patrons and that the police will aggressively enforce the one-hour limit.
- Remain vigilant with the business permit system ensuring that the number of parking permits does not exceed the available parking spaces available.
- Continue to replace any remaining mechanical meters with electronic mechanisms.
- Continue to provide monthly statistical analysis to the Town Administrator, which will enhance planning and predictability of the parking situation throughout the community.
- With the acquisition of the IMC record management system, investigate hand-held computers that will allow for immediate downloading of tickets issued therefore eliminating the need for manual data entry and increasing efficiency at the department.

### **Long Range Action**

- Explore the ownership of the Store 24 parking lot.
- Explore land acquisition that will increase parking opportunities within the downtown core.
- Explore a partnership of private and public enterprises that will result in the construction of parking facilities.

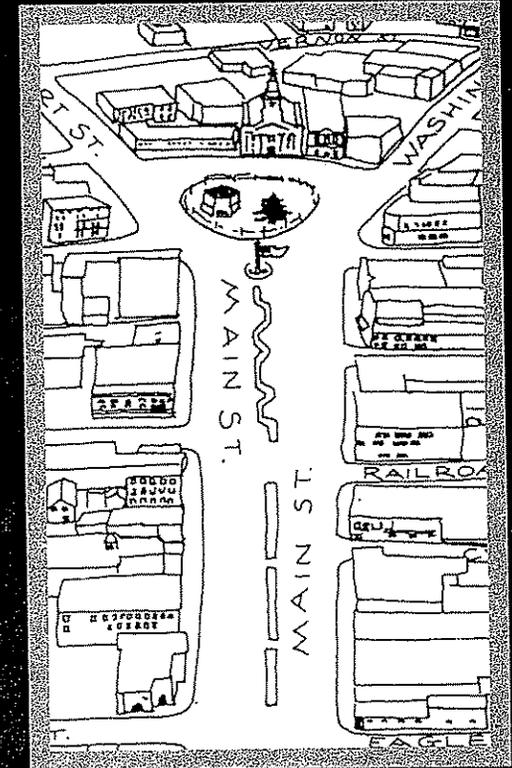
## GUIDE TO THE OFF-STREET LOTS

- A Winter St. Lot  
3 hr., 10 hr, reserved
- B Elm St. Lot  
3 hr., 10 hr, reserved
- C City Hall Garage (upper)  
4 hr.
- C City Hall Garage (lower)  
Reserved
- D Wells St. Lot 10 hr,  
Reserved
- E Railroad St. Lot (daytime parking only)  
Free
- F Cypress St. Lot  
Night: Reserved Day: Free
- G Commercial St. Lot  
10 hr, Reserved
- H Gilbo Ave., West Lot  
Reserved
- I Gilbo Ave. Lot  
2 hr., 10 hr.
- J Library Annex Lot  
3 hr

**Public Restrooms** are located on Gilbo Ave. near parking lot G

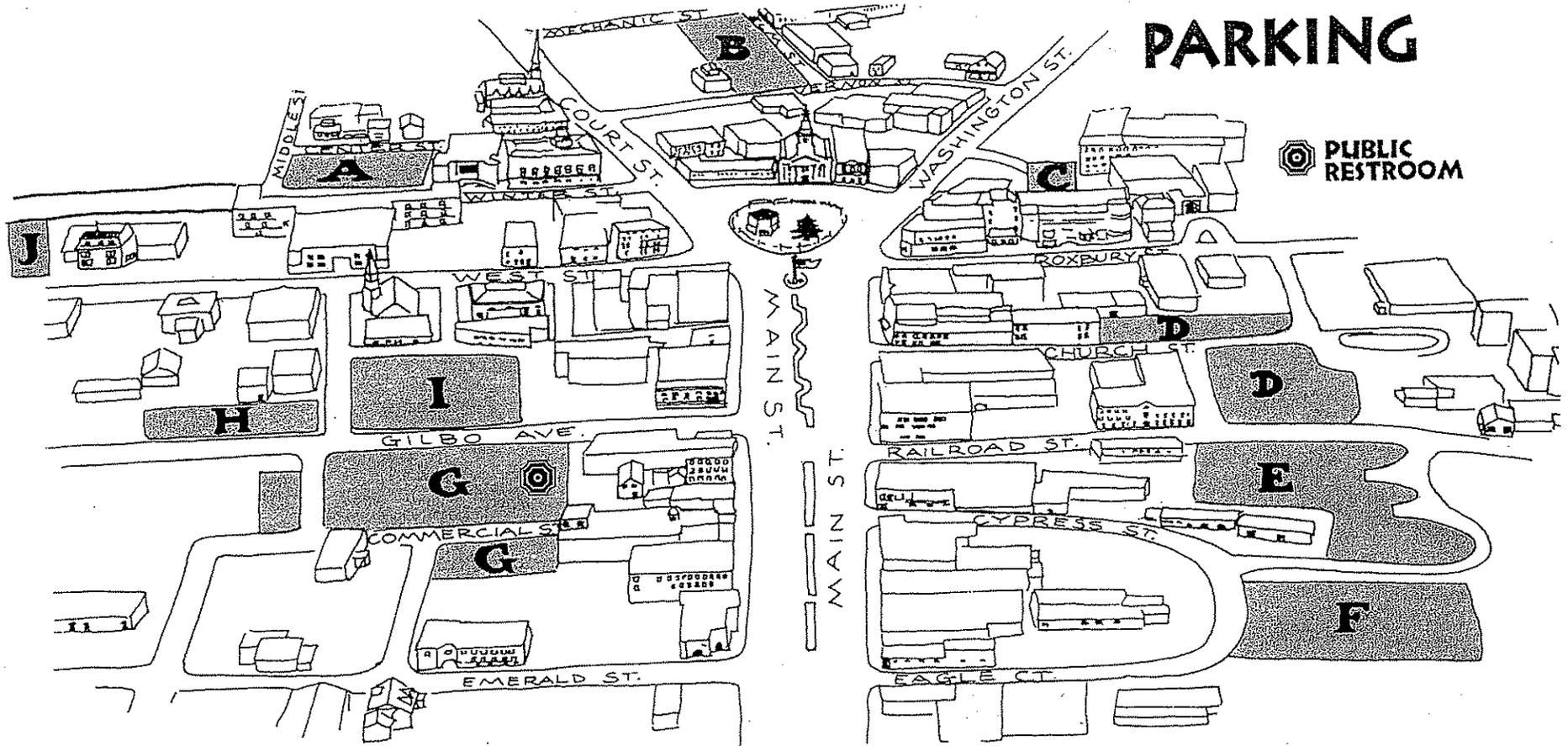
[www.ci.keene.nh.us](http://www.ci.keene.nh.us)  
[parking@ci.keene.nh.us](mailto:parking@ci.keene.nh.us)  
 Downtown Parking and Maintenance  
 Committee meets monthly. Call the  
 Parking Office for date, time and location.

# WHERE TO PARK



IN  
DOWNTOWN  
KEENE

# PARKING



 PUBLIC RESTROOM

## WHERE TO PARK?

There are over 1,000 spaces throughout the city, for both On- and Off-street parking. With this brochure as a guide you'll be able to find one when and where you need it-at minimal cost.

Keene also makes available certain reserved spaces in specific lots, on a quarterly basis.

**Call 357-9845 for more specific parking information.**

**Office hours: Monday-Friday, 8am-4pm.**

## SHORT TERM ?

Need to park for 2 hours or less? Try the meters on Main St. and the connecting streets. They cost 50 cents per hour, and a nickel will get you six minutes. But remember, "meter feeding" is illegal, so if your visit will be for more than 2 hours, play it safe and go to one of the off-street lots pictured above.

## OR LONG?

There are nine long term lots, and their meters range from two hours to ten hours. So check the meter carefully when parking! Most of the long term meters will cost you just 20 cents per hour, and two of Downtown Keene's lots are free. Check out the map.

**OVERNIGHT PARKING:** Available at most lots on a rotating basis. Please check whether the lot is active on a given night by observing the entrance sign! Sorry, overnight parking is prohibited on streets between 1am and 6am.

**FREE PARKING:** All day Sunday, and between 5pm and 8am Monday through Saturday. And at the Cypress St., and Railroad St. lots.

**From Newark, DE**  
**([http://newark.de.us/downtown/Comm\\_Park.htm](http://newark.de.us/downtown/Comm_Park.htm))**

## **Parking Committee**

[Mission/Goals](#) | [Agenda](#) | [Members](#) | [Accomplishments](#) | [Projects](#) | [Change for Parking Meters](#)

### **Mission**

The Parking Committee is committed to improving off street parking in Downtown Newark. Committee goals include:

- **Making parking a more user-friendly and convenient service that is more supportive to current business and future economic growth**
- **develop long-range plans to serve projected parking needs and integrate those plans with economic development**
- **exploring more private lot participation, valet parking alternatives, etc., to serve downtown businesses**

The Committee work plan is its strategy for meeting these goals.

The Parking Committee meets the third Wednesday of the month at 9:00 am. in the City Manager's Conference Room, second floor, Municipal Building, 220 Elkton Road.

### **Goals**

***Making parking a more user-friendly and convenient service that is more supportive to current business and future economic growth***

Assist in the implementation of plans to integrate existing municipal Parking Lot #3 with the Wilmington Trust parking lot to create a larger, more rationally designed to with considerable amenities, including an improved lighting plan, landscaped islands and appropriate signage. A potential future access to/from Center Street and Lot #3 should also be pursued.

Create a new approach to parking validation, and develop a comprehensive program to promote it including: Review existing materials and research on the existing validation program, and conduct additional research and facilitate focus groups in order to evaluate the overall validation program, including obstacles to businesses to practice validation, and for customers to use it.

Make recommendations to the City through the Downtown Newark Partnership improve the validation program and its effectiveness, if necessary.

Develop a promotional program for all downtown businesses to encourage the use of validation as a good business practice-and to inform the public of validation opportunities.

Develop a system to ensure that all businesses required to validate parking by virtue of a City granted parking waiver do in fact validate parking, whenever requested.

Develop an advertising campaign to combat the perception that there is a shortage of parking available in downtown Newark.

Work in cooperation with the DNP Special Events Committee, and city Parks and Recreation to provide free parking, as appropriate, during events to further combat the perception of difficult parking.

Assist in contractor selection for engineering services to provide for improvements to parking Lot #4

***Develop long-range plans to serve projected parking needs and integrate those plans with economic development***

Explore potential future parking lot integration projects:

Determine a strategy to approach lot integration plan previously endorsed.

Select specific locations for implementation including: Determine the number of spaces presently available to businesses and the number available if integration plan were in place.

Determine how ingress/egress between lots would work not only locationally, but operationally.

Develop a uniform contract for parking area lease/purchase and promote plan.

Develop and report to DNP Board on recommendations on how to proceed with improving downtown parking based on the results of the recently completed Parking Needs Assessment Report and the Sample Comprehensive Interview Survey.

## Victoria Transport Policy Institute

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Phone & Fax 250-360-1560

"Efficiency - Equity - Clarity"

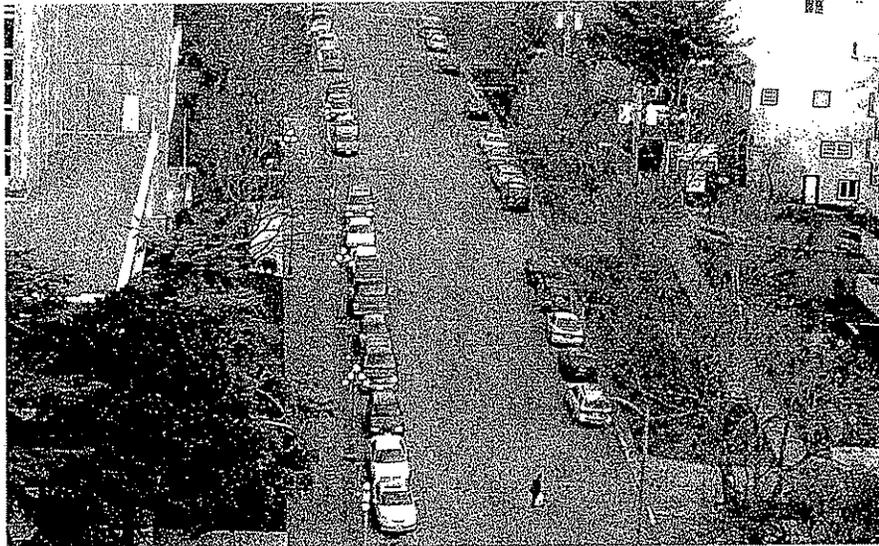
# Parking Management *Strategies, Evaluation and Planning*

by

Todd Litman

Victoria Transport Policy Institute

5 November 2008



### Abstract

*Parking management* refers to various policies and programs that result in more efficient use of parking resources. This report summarizes the book, *Parking Management Best Practices* (Planners Press, 2006), which describes and evaluates more than two-dozen such strategies. It investigates problems with current parking planning practices, discusses the costs of parking facilities and the savings that can result from improved management, describes specific parking management strategies and how they can be implemented, discusses parking management planning and evaluation, and describes how to develop the optimal parking management program in a particular situation. Cost-effective parking management programs can usually reduce parking requirements by 20-40% compared with conventional planning requirements, providing many economic, social and environmental benefits.

An shorter version of this paper was presented at the  
*Transportation Research Board 2007 Annual Meeting* ([www.trb.org](http://www.trb.org))  
Paper 07-1581

Todd Alexander Litman © 2006

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## Introduction

Parking is an essential component of the transportation system. Vehicles must park at every destination. A typical automobile is parked 23 hours each day, and uses several parking spaces each week.

Parking facilities are a major cost to society, and parking conflicts are among the most common problems facing designers, operators, planners and other officials. Such problems can be often defined either in terms of *supply* (too few spaces are available, somebody must build more) or in terms of *management* (available facilities are used inefficiently and should be better managed). Management solutions tend to be better than expanding supply because they support more strategic planning objectives:

- Reduced development costs and increased affordability.
- More compact, multi-modal community planning (smart growth).
- Encourage use of alternative modes and reduce motor vehicle use (thereby reducing traffic congestion, accidents and pollution).
- Improved user options and quality of service, particularly for non-drivers.
- Improved design flexibility, creating more functional and attractive communities.
- Ability to accommodate new uses and respond to new demands.
- Reduced impervious surface and related environmental and aesthetic benefits.

*Parking management* refers to policies and programs that result in more efficient use of parking resources. Parking management includes several specific strategies; nearly two dozen are described in this report. When appropriately applied parking management can significantly reduce the number of parking spaces required in a particular situation, providing a variety of economic, social and environmental benefits. When all impacts are considered, improved management is often the best solution to parking problems.

### Parking Management Principles

These ten general principles can help guide planning decision to support parking management.

1. *Consumer choice.* People should have viable parking and travel options.
2. *User information.* Motorists should have information on their parking and travel options.
3. *Sharing.* Parking facilities should serve multiple users and destinations.
4. *Efficient utilization.* Parking facilities should be sized and managed so spaces are frequently occupied.
5. *Flexibility.* Parking plans should accommodate uncertainty and change.
6. *Prioritization.* The most desirable spaces should be managed to favor higher-priority uses.
7. *Pricing.* As much as possible, users should pay directly for the parking facilities they use.
8. *Peak management.* Special efforts should be made to deal with peak-demand.
9. *Quality vs. quantity.* Parking facility quality should be considered as important as quantity, including aesthetics, security, accessibility and user information.
10. *Comprehensive analysis.* All significant costs and benefits should be considered in parking planning.

### Parking Management Benefits

- *Facility cost savings.* Reduces costs to governments, businesses, developers and consumers.
- *Improved quality of service.* Many strategies improve user quality of service by providing better information, increasing consumer options, reducing congestion and creating more attractive facilities.
- *More flexible facility location and design.* Parking management gives architects, designers and planners more ways to address parking requirements.
- *Revenue generation.* Some management strategies generate revenues that can fund parking facilities, transportation improvements, or other important projects.
- *Reduces land consumption.* Parking management can reduce land requirements and so helps to preserve greenspace and other valuable ecological, historic and cultural resources.
- *Supports mobility management.* Parking management is an important component of efforts to encourage more efficient transportation patterns, which helps reduce problems such as traffic congestion, roadway costs, pollution emissions, energy consumption and traffic accidents.
- *Supports Smart Growth.* Parking management helps create more accessible and efficient land use patterns, and support other land use planning objectives.
- *Improved walkability.* By allowing more clustered development and buildings located closer to sidewalks and streets, parking management helps create more walkable communities.
- *Supports transit.* Parking management supports transit oriented development and transit use.
- *Reduced stormwater management costs, water pollution and heat island effects.* Parking management can reduce total pavement area and incorporate design features such as landscaping and shading that reduce stormwater flow, water pollution and solar heat gain.
- *Supports equity objectives.* Management strategies can reduce the need for parking subsidies, improve travel options for non-drivers, provide financial savings to lower-income households, and increase housing affordability.
- *More livable communities.* Parking management can help create more attractive and efficient urban environments by reducing total paved areas, allowing more flexible building design, increasing walkability and improving parking facility design.

This report describes various parking management strategies, how to evaluate these strategies and develop an integrated parking plan, plus examples and resources for more information. Most parking management strategies have been described in previous publications but no existing document describes them all or provides guidance on planning and implementing a comprehensive parking management program. This report summarizes the book *Parking Management Best Practices*, published by Planners Press in 2006. If you find this report useful, please purchase the book for more information.

### Examples

Below are three illustrative examples of parking management programs.

#### Reducing Building Development Costs

A mixed-use building is being constructed in an urban or suburban area that will contain 100 housing units and 10,000 square feet of commercial space. By conventional standards this requires 200 parking spaces (1.6 spaces per housing unit plus 4 spaces per 1,000 square feet of commercial space), costing from \$2 million for surface parking (about 9% of the total development costs), up to \$6 million for underground parking (about 25% of total development costs). However, because the building is in a relatively accessible location (on a street that has sidewalks, with retail business and public transit services located nearby) and onstreet parking is available nearby to accommodate occasional overflows, the building owners argue that a lower standard should be applied, such as 1.2 parking spaces per housing unit and 3 spaces per 1,000 square feet of commercial space, reducing total requirements to 150 spaces. To further reduce parking requirements the developer proposes the following:

- *Unbundle parking*, so parking spaces are rented separately from building space. For example, rather than paying \$1,000 per month for an apartment with two parking spaces renters pay \$800 per month for the apartment and \$100 per month for each parking space. This typically reduces parking requirements by 20%.
- Encourage businesses to implement *commute trip reduction programs* for their employees, including *cashing out* free parking (employees are offered \$50 per month if they don't use a parking space). This typically reduces automobile commuting by 20%.
- *Regulate* the most convenient parking spaces to favor higher-priority uses, including delivery vehicles and short errands, and handicapped users.
- Include four *carshare vehicles* in the building. Each typically substitutes for 5 personal vehicles, reducing 4 parking spaces.
- Incorporate excellent *walking facilities*, including sidewalk upgrades if needed to allow convenient access to nearby destinations, overflow parking facilities and transit stops.
- Incorporate *bicycle parking* and changing facilities into the building.
- Provide *information* to resident, employees and visitors about transit, rideshare and taxi services, bicycling facilities, and overflow parking options.
- Develop a contingency-based *overflow parking plan* that indicates where is available nearby if on-site facilities are full, and how and *spillover impacts* will be addressed. For example, identify where additional parking spaces can be rented if needed.

This management program allows total parking requirements to be reduced to 100 spaces, providing \$100,000 to \$500,000 in annualized parking facility capital and operating cost savings (compared with \$20,000-\$50,000 in additional expenses for implementing these strategies), as well as providing improved options to users and reduced vehicle traffic.

### **Increasing Office Building Profits and Benefits**

An office building has 100 employees and 120 surface parking spaces, providing one space per employee plus 20 visitor spaces. The building earns \$1,000,000 annually in rent, of which \$900,000 is spent on debt servicing and operating expenses, leaving \$100,000 annual net profit.

Parking management begins when a nearby restaurant arranges to use 20 spaces for staff parking during evenings and weekends for \$50 per month per space, providing \$12,000 in additional annual revenue. After subtracting \$2,000 for walkway improvements between the sites, and additional operating costs, this increases profits 10%. Later a nearby church arranges to use 50 parking spaces Sunday mornings for \$500 per month, providing \$6,000 in annual revenue. After subtracting \$1,000 for additional operating costs, this increases profits by another 5%. Next, a commercial parking operator arranges to rent the building's unused parking to general public during evenings and weekends. This provides \$10,000 in net annual revenue, an additional 10% profit.

Inspired, the building manager develops a comprehensive management plan to take full advantage of the parking facility's value. Rather than giving each employee a reserved space, spaces are shared, so 80 spaces can easily serve the 100 employees. A commute trip reduction program is implemented with a \$40 per month cash-out option, which reduces parking requirements by another 20 spaces. As a result, employees only need 60 parking spaces. The extra 40 parking spaces are leased to nearby businesses for \$80 per month, providing \$32,000 in annual revenue, \$9,600 of which is used to fund cash-out payments and \$2,400 to cover additional costs, leaving \$20,000 net profits.

Because business is growing, the tenant wants additional building space for 30 more employees. Purchasing land for another building would cost approximately \$1 million, and result in two separate work locations, an undesirable arrangement. Instead, the building manager stops leasing daytime parking and raises the cash-out rate to \$50 per month, which causes an additional 10 percentage point reduction in automobile commuting. With these management strategies, 87 parking spaces are adequate to serve 130 employees plus visitors, leaving the land currently used by 33 parking spaces available for a building site. To address concerns that this parking supply may be insufficient sometime in the future, a contingency plan is developed which identifies what will be done if more parking is needed, which might involve an overflow parking plan, providing additional commuter incentives during peak periods, leasing nearby parking, or building structured parking if necessary.

This parking management plan saves \$1 million in land costs, a \$50,000 annualized value. Parking spaces can still be rented on weekends and evenings, bringing in an additional \$25,000. These parking management strategies increased total building profits about 75%, allow a business to locate entirely at one location, and provide parking to additional users during off-peak periods. Other benefits include increased income and travel options for employees, reduced traffic congestion and air pollution, and reduced stormwater runoff.

### **Downtown – Addressing Parking Problems**

A growing downtown is experiencing parking problems. Most downtown parking is unpriced, with 2-hour limits for on-street parking. During peak periods 90% of core-area parking spaces are occupied, although there is virtually always parking available a few blocks away, and many of the core spaces are used by commuters or long-term visitors, who moved their vehicles every two hours to avoid citations.

Local businesses asked the city to build a \$5 million parking structure, which would either require about \$500,000 in annual subsidies or would require user charges. Experience in similar downtowns indicates that if most public parking is unpriced, few motorists will pay for parking so the structure would be underutilized and do little to alleviate parking problems. Local officials decide to first implement a management program, to defer or avoid the need for a parking structure. Parking surveys are performed regularly to track utilization and turnover rates, in order to identify problems. The program's objectives are to encourage efficient use of parking facilities, insure that parking is convenient for priority uses (deliveries, customers and short errands), and maintain parking utilization at about 85%. It includes the following strategies:

- Increase enforcement of regulations, particularly during busy periods, but insure that enforcement is friendly and fair.
- Reduce on-street time limits (e.g., 2-hours to 90 minutes) where needed to increase turnover.
- Expand core area boundaries to increase the number of spaces managed for short-term use.
- Encourage businesses to share parking, so for example, a restaurant allows its parking spaces to be used by an office building during the weekdays in exchange for using the office parking during evenings and weekends.
- Encourage use of alternative modes. The city may partner with the downtown business organization to support commute trip reduction programs and downtown shuttle service.
- Develop special regulations as needed, such as for disabled access, delivery and loading areas, or to accommodate other particular land uses.
- Implement a residential parking permit program if needed to address spillover problems in nearby residential areas, but accommodate non-residential users as much as possible.
- Provide signs and maps showing motorists where they may park.
- Have an overflow parking plan for occasionally special events that attract large crowds.
- Establish high standards for parking facility design, including aesthetic and safety features, to enhance the downtown environment.
- Price parking, using convenient pricing methods. Apply the following principles:
  - Adjust rates as needed to maintain optional utilization (i.e., 85% peak occupancy).
  - Structure rates to favor short-term uses in core areas and encourage longer-term parkers to shift to other locations.
  - Provide special rates to serve appropriate uses, such as for evening and weekend events.
  - Use revenues to improve enforcement, security, facility maintenance, marketing, and mobility management programs that encourage use of alternative modes.

**Paradigm Shift**

Parking planning is undergoing a *paradigm shift*, a fundamental change in how a problem is perceived and solutions evaluated. The old paradigm assumes that parking should be abundant and free at most destinations. It strives to maximize supply and minimize price. The old paradigm assumes that parking lots should almost never fill, that parking facility costs should be incorporated into the costs of buildings or subsidized by governments, and that every destination should satisfy its own parking needs.

The new paradigm strives to provide *optimal* parking supply and price. It considers too much supply as harmful as too little, and prices that are too low as harmful as those that are too high. The new paradigm strives to use parking facilities efficiently. It considers full lots to be acceptable, provided that additional parking is available nearby, and that any spillover problems are addressed. It emphasizes sharing of parking facilities between different destinations. It favors charging parking facility costs directly to users, and providing financial rewards to people who reduce their parking demand.

The old paradigm tends to resist change. It places a heavy burden of proof on innovation. The new paradigm recognizes that transport and land use conditions evolve so parking planning practices need frequent adjustment. It shifts the burden of proof, allowing new approaches to be tried until their effectiveness (or lack thereof) is proven. Table 1 compares the old and new parking paradigms.

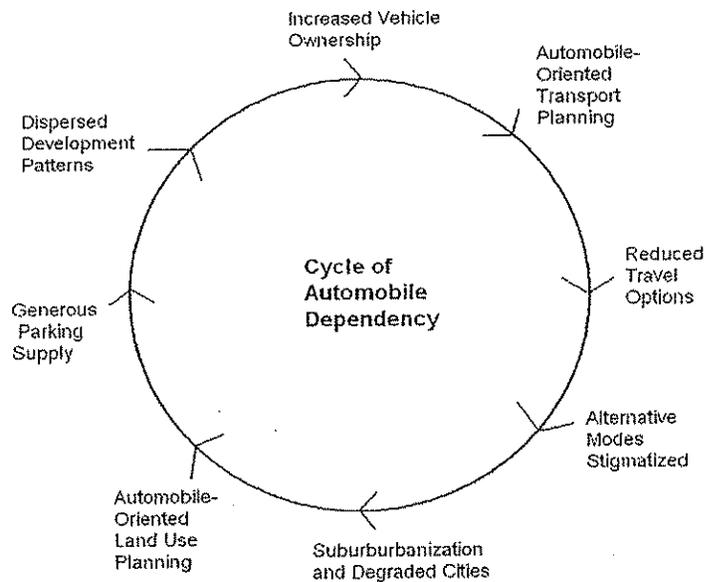
**Table 1** Old and New Parking Paradigms Compared

Old Parking Paradigm	New Parking Paradigm
"Parking problem" means inadequate parking supply.	There can be many types of parking problems, including inadequate or excessive supply, too low or high prices, inadequate user information, and inefficient management.
Abundant parking supply is always desirable.	Too much supply is as harmful as too little.
Parking should generally be provided free, funded indirectly, through rents and taxes.	As much as possible, users should pay directly for parking facilities.
Parking should be available on a first-come basis.	Parking should be regulated to favor higher priority uses and encourage efficiency.
Parking requirements should be applied rigidly, without exception or variation.	Parking requirements should reflect each particular situation, and should be applied flexibly.
Innovation faces a high burden of proof and should only be applied if proven and widely accepted.	Innovations should be encouraged, since even unsuccessful experiments often provide useful information.
Parking management is a last resort, to be applied only if increasing supply is infeasible.	Parking management programs should be widely applied to prevent parking problems.
"Transportation" means driving. Land use dispersion (sprawl) is acceptable or even desirable.	Driving is just one type of transport. Dispersed, automobile-dependent land use patterns can be undesirable.

*Parking management changes the way parking problems are defined and solutions evaluated.*

The old paradigm results in *predict and provide* planning, in which past trends are extrapolated to predict future demand, which planners then try to satisfy. This often creates a self-fulfilling prophecy, since abundant parking supply increases vehicle use and urban sprawl, causing parking demand and parking supply to ratchet further upward, as illustrated in Figure 1.

**Figure 1** Cycle of Automobile Dependency



*Generous parking supply is part of a cycle that leads to increased automobile dependency. Parking management can help break this cycle.*

It is important to define parking problems carefully. For example, if people complain about a parking problem, it is important to determine exactly what type of problem, and where, when and to whom it occurs. Increasing supply helps reduce parking congestion and spillover problems but increases most other problems. Management solutions tend to reduce most problems, providing a greater range of benefits and so are supported by more comprehensive planning.

## How Much Is Optimal?

Optimal parking supply is the amount that motorists would purchase if they paid all costs directly and had good parking and transport options. But conventional planning practices reflect an assumption that it is desirable to maximize parking supply and minimize user charges. They consider parking management a measure of last resort, to be applied only where it is infeasible to expand supply.

Conventional planning determines how much parking to provide at a particular site planners based on recommended minimum parking standards published by various professional organizations. This provides an *index* or *parking ratio* used to calculate the number of spaces to supply at a particular location. These are *unconstrained* and *unadjusted* values, which generally reflect the maximum supply that could be needed.

These standards are often excessive and can usually be adjusted significantly downward. To appreciate why it is helpful to know a little about how parking standards are developed. Conventional parking standards are based on parking demand surveys, the results of which are collected and published in technical reports such as ITE's *Parking Generation*. This process implies a higher degree of accuracy than is actually justified. Fewer than a dozen demand surveys are used to set standards for many land use categories. The analysis does not usually take into account geographic, demographic and economic factors that can affect parking demand, such as whether a site is urban or suburban, and whether parking is free or priced.

These standards err toward oversupply in many ways. They are derived from parking demand studies that were mostly performed in automobile-dependent locations. They are generally based on 85<sup>th</sup> percentile demand curves (which means that 85 out of 100 sites will have unoccupied parking spaces even during peak periods), an 85<sup>th</sup> occupancy rate (a parking facility is considered full if 85% of spaces are occupied) and a 10<sup>th</sup> design hour (parking facilities are sized to fill only ten hours per year). Applying these standards results in far more parking supply than is usually needed at most destinations, particularly where land use is mixed, there are good travel options, parking is managed for efficiency or priced.

Most people planning apply parking standards have little understanding of the biases and errors they contain, and the problems created by excessive parking supply. The application of generous and inflexible parking standards is often defended as being *conservative*, implying that this approach is cautious and responsible. Use of the word *conservative* in this context is confusing because it results in the opposite of what is implied. Excessive parking requirements waste resources, both directly, by increasing the money and land devoted to parking facilities, in indirectly, by increasing automobile use and sprawl. Better parking management actually tends to be more *conservative* overall.

### **Alternative Ways To Determine How Much Parking To Supply**

There are better ways to determine how much parking to supply at a particular site.

*Efficiency-based standards* size facilities for optimal utilization. This means that most parking lots are allowed to fill, provided that management strategies can insure user convenience and address any problems. For example, parking facilities at a store can be sized to fill daily or weekly, provided that overflow parking is available nearby, motorists have information about available parking options, and regulations are adequately enforced to address any spillover problems that develop.

Efficiency-based standards take into account geographic, demographic and economic factors that affect parking demand. They also reflect the relative costs and benefits of different options, so less parking is supplied where parking supply is relatively costly to provide or where management programs easy to implement. Efficiency-based standards should also reflect strategic planning objectives such as a desire for more compact development, or to reduce traffic.

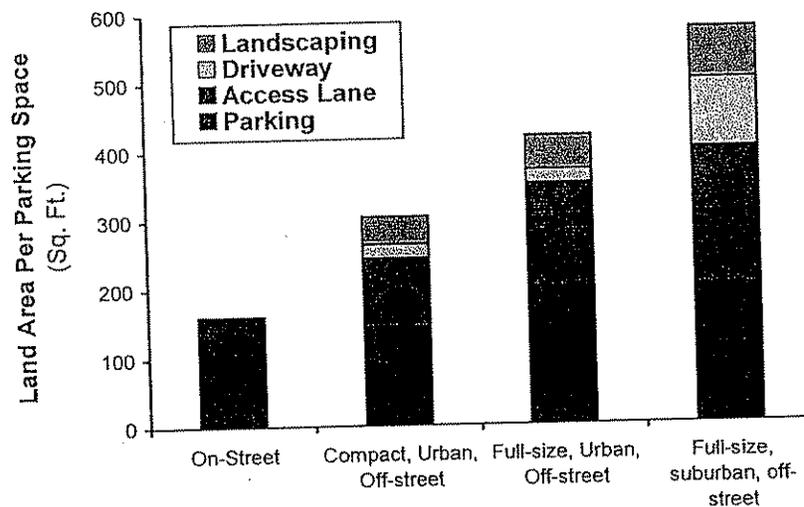
Because it is not possible to predict exact parking demand and management program effectiveness, efficiency-based standards rely on *contingency-based planning*, which means that planners identify solutions that can be deployed if needed in the future. For example, if a new building is predicted to need 60 to 100 parking spaces, the conventional approach is to supply either the middle value (80 spaces), or the maximum value (100 spaces). With contingency-based planning, the lower-bound value (60 spaces) is initially supplied, conditions are monitored, and various strategies are identified for implementation if needed. This may include banking land for additional parking supply and various parking management programs. This allows planners to use lower parking standards with the confidence that any resulting problems can be easily solved.

## Parking Facility Costs

A major benefit of parking management is its ability to reduce facility costs (Parking Costs,” Litman, 2003). Parking facility costs are usually borne indirectly through rents, taxes and as a component of retail goods, so most people have little idea of parking facility costs and the potential savings from more efficient management.

A typical parking space is 8-10 feet (2.4-3.0 meters) wide and 18-20 feet (5.5-6.0 meter) deep, totaling 144-200 square feet (13-19 sq. meters). Off-street parking requires driveways and access lanes, and so typically requires 300-400 square feet (28-37 square meters) per space, allowing 100-150 spaces per acre (250-370 per hectare).

Figure 2 Typical Parking Facility Land Use (“Parking Evaluation,” VTPI, 2005)



Land requirements per parking space vary depending on type and size. Off-street spaces require driveways and access lanes. Landscaping typically adds 10-15% to parking lot area.

The direct, annualized costs of providing parking (not including indirect costs such as stormwater management, environmental impacts, aesthetic degradation, etc.). This varies from about \$250 per space if otherwise unused land is available, and construction and operating costs are minimal, to more than \$2,250 for structured parking with attendants. On-street parking spaces require less land per space than off-street parking, since they do not require access lanes, but their opportunity costs can be high if they use road space needed for traffic lanes or sidewalks. The *Parking Cost, Pricing and Revenue Calculator* ([www.vtpi.org/parking.xls](http://www.vtpi.org/parking.xls)) can be used to calculate these costs for a particular situation.

In addition to these direct costs, generous parking supply imposes indirect costs, including increased sprawl, impervious surface and associated stormwater management costs, reduced design flexibility, reduced efficiency of alternative modes (walking, ridesharing and public transit use), and increased traffic problems. Put more positively, parking management can help solve a variety of economic, social and environmental problems, increase economic productivity, and make consumers better off overall.

## **Parking Management Strategies**

*This section describes a variety of specific parking management strategies. For more information see Litman (2006a) and related chapters in VTPI (2005).*

### **Shared Parking**

*Shared Parking* means that a parking facility serves multiple users or destinations (“Shared Parking,” VTPI, 2005). This is most successful if destinations have different peak periods, or if they share patrons so motorists park at one facility and walk to multiple destinations. Parking facilities can be shared in several ways.

- *Shared Rather Than Reserved Spaces.* Motorists share parking spaces, rather than being assigned a reserved space. For example, 100 employees can usually share 60-80 parking spaces, since at any particular time some are on leave, commuting by an alternative mode, in the field, or working another shift. Hotels, apartments, condominiums and dormitories can share parking spaces among several units, since the number of vehicles per unit varies over time. Sharing can be optional, so for example, motorists could choose between \$60 per month for a shared space or \$100 for a reserved space.
- *Share Parking Among Destinations.* Parking can be shared among multiple destinations. For example, an office building can share parking with a restaurant or theater, since peak demand for offices occurs during weekdays, and on weekend evenings for restaurants and theaters, as indicated in Table 2. Sharing can involve mixing land uses on single site, such as a mall or campus, or by creating a sharing arrangement between sites located suitably close together.

**Table 2** Typical Peak Parking Periods For Various Land Uses

<b>Weekday</b>	<b>Evening</b>	<b>Weekend</b>
Banks and public services	Auditoriums	Religious institutions
Offices and other employment centers	Bars and dance halls	Parks
Park & Ride facilities	Meeting halls	Shops and malls
Schools, daycare centers and colleges	Restaurants	
Factories and distribution centers	Theaters	
Medical clinics	Hotels	
Professional services		

*This table indicates peak parking demand for different land use types. Parking can be shared efficiently by land uses with different peaks.*

- *Public Parking Facilities.* Public parking, including on-street, municipal off-street, and commercial (for profit) facilities generally serve multiple destinations. Converting from free, single-use to paid, public parking allows more efficient, shared use.
- *In Lieu Fees.* “In lieu fees” mean that developers help fund public parking facilities instead of providing private facilities serving a single destination. This tends to be more cost effective and efficient. It can be mandated or optional.

- *Special Parking Assessment.* Businesses in an area can be assessed a special assessment or tax to fund parking facilities in their area, as an alternative to each business supplying its own facilities. This is often implemented through a downtown business improvement district.

### **Parking Regulation**

*Parking regulations* control who, when and how long vehicles may park at a particular location, in order to prioritize parking facility use. The table below describes common regulations and the type of parking activity they favor.

**Table 3 Common Parking Regulations**

<b>Name</b>	<b>Description</b>	<b>Favored Activity</b>
User or vehicle type	Spaces dedicated to loading, service, taxis, customers, rideshare vehicles, disabled users, buses and trucks.	As specified.
Duration.	Limit parking duration (5-minute loading zones, 30-minutes adjacent to shop entrances, 1- or 2-hour limits).	Short-term users, such as deliveries, customers and errands.
Time period restrictions	Prohibit occupancy at certain times, such as before 10 am, to discourage employee use, or between 10 pm and 5 am to discourage resident use.	Depends on restrictions.
Employee restrictions.	Require or encourage employees to use less convenient parking spaces.	Customers, deliveries and errands.
Special events	Have special parking regulations during special events.	Depends on restrictions.
Accommodate short-term users.	Provide options for vehicles that make numerous short stops, such as special parking passes.	Delivery and service vehicles.
Residential parking permits	Use Residential Parking Permits (RPPs) to give area residents priority use of parking near their homes.	Residents.
Options for special users.	Establish a system that allows specific parking spaces to be reserved for service and construction vehicles.	Vehicles used for special activities.
Restrict overnight parking	Prohibit overnight parking to discourage use by residents and campers.	Shorter-term parkers
Street cleaning restrictions	Regulations that prohibit parking on a particular street one day of the week to allow street sweeping.	Street cleaning. Insures motorists move their vehicles occasionally.
Large vehicle restrictions	Limit on-street parking of large vehicles, such as freight trucks and trailers.	Normal-size vehicles
Arterial lanes	Prohibit on-street parking on arterials during peak periods, to increase traffic lanes.	Vehicle traffic over parking.
abandoned vehicles	Have a system to identify and remove abandoned vehicles from public parking facilities.	Operating vehicles.

**More Accurate and Flexible Standards**

*More accurate and flexible standards* means that parking requirements at a particular location are adjusted to account for factors, such as those in Table 4 (Cuddy, 2007).

**Table 4 Parking Requirement Adjustment Factors**

Factor	Description	Typical Adjustments
Geographic Location	Vehicle ownership and use rates in an area.	Adjust parking requirements to reflect variations identified in census and travel survey data.
Residential Density	Number of residents or housing units per acre/hectare.	Reduce requirements 1% for each resident per acre; Reduce requirements 15% where there are 15 residents per acre, and 30% if there are 30 residents per acre.
Employment Density	Number of employees per acre.	Reduce requirements 10-15% in areas with 50 or more employees per gross acre.
Land Use Mix	Range of land uses located within convenient walking distance.	Reduce requirements 5-10% in mixed-use developments. Additional reductions with shared parking.
Transit Accessibility	Nearby transit service frequency and quality.	Reduce requirements 10% for housing and employment within ¼ mile of frequent bus service, and 20% for housing and employment within ¼ mile of a rail transit station.
Carsharing	Whether a carsharing service is located nearby.	Reduce residential requirements 5-10% if a carsharing service is located nearby, or reduce 4-8 parking spaces for each carshare vehicle in a residential building.
Walkability	Walking environment quality.	Reduce requirements 5-15% in walkable communities, and more if walkability allow more shared and off-site parking.
Demographics	Age and physical ability of residents or commuters.	Reduce requirements 20-40% for housing for young (under 30) elderly (over 65) or disabled people.
Income	Average income of residents or commuters.	Reduce requirements 10-20% for the 20% lowest income households, and 20-30% for the lowest 10%.
Housing Tenure	Whether housing are owned or rented.	Reduce requirements 20-40% for rental versus owner occupied housing.
Pricing	Parking that is priced, unbundled or cashed out.	Reduce requirements 10-30% for cost-recovery pricing (i.e. parking priced to pay the full cost of parking facilities).
Unbundling Parking	Parking sold or rented separately from building space.	Unbundling parking typically reduces vehicle ownership and parking demand 10-20%.
Parking & Mobility Management	Parking and mobility management programs are implemented at a site.	Reduce requirements 10-40% at worksites with effective parking and mobility management programs.
Design Hour	Number of allowable annual hours a parking facility may fill.	Reduce requirements 10-20% if a 10 <sup>th</sup> annual design hour is replaced by a 30 <sup>th</sup> annual peak hour. Requires overflow plan.
Contingency-Based Planning	Use lower-bound requirements, and implement additional strategies if needed.	Reduce requirements 10-30%, and more if a comprehensive parking management program is implemented.

*This table summarizes various factors that affect parking demand and optimal parking supply.*

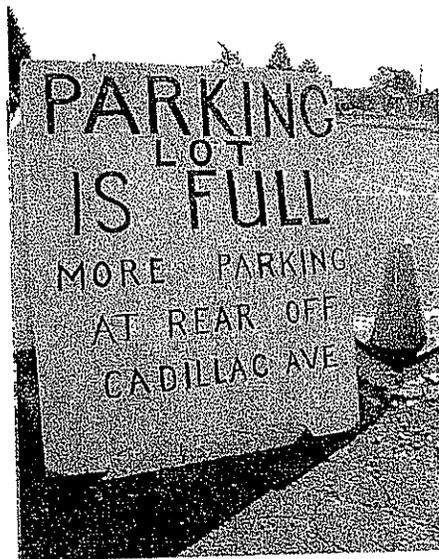
### **Parking Maximums**

*Parking Maximums* means that an upper limit is placed on parking supply, either at individual sites or in an area. Area-wide limits are called *Parking Caps*. These can be in addition to or instead of minimum parking requirements. Excessive parking supply can also be discouraged by reducing public parking supplies, imposing a special parking tax, and by enforcing regulations that limit temporary parking facilities. Maximums often apply only to certain types of parking, such as long-term, single-use, free, or surface parking, depending on planning objectives.

### **Remote Parking and Shuttle Service**

*Remote Parking* (also called *Satellite Parking*) refers to the use of off-site parking facilities. This often involves shared facilities, such as office workers parking at a restaurant parking lot during the day, in exchange for restaurant employees using the office parking lot evenings and weekends. It can involve use of public facilities, such as commercial parking lots. Remote parking can also involve use of parking facilities located at the periphery of a business district or other activity center, and use of overflow parking during a special event that attracts large crowds. Special shuttle buses or free transit service may be provided to connect destinations with remote parking facilities, allowing them to be farther apart than would otherwise be acceptable. Another type of remote parking is use of *Park & Ride* facilities, often located at the urban fringe where parking is free or significantly less expensive than in urban centers.

**Figure 3**      **Overflow Parking Sign**



Remote parking requires providing adequate use information and incentives to encourage motorists to use more distant facilities. For example, signs and maps should indicate the location of peripheral parking facilities, and they should be significantly cheaper to use than in the core. Without such incentives, peripheral parking facilities are often underused while core parking is congested.

**Smart Growth**

*Smart growth* (also called *New Urbanism*, *Location Efficient Development* and *Transit Oriented Development*) is a general term for development policies that result in more efficient transportation and land use patterns, by creating more compact, development with multi-modal transportation systems (“Smart Growth,” VTPI, 2005).

Smart growth supports and is supported by parking management. Parking management reduces the amount of land required for parking facilities, reduces automobile use and increases infill affordability. These land use patterns, in turn, tend to reduce vehicle ownership and use, and so reduce parking requirements. They allow more sharing of parking facilities, shifts to alternative modes, and various types of parking pricing. Smart growth usually incorporates specific parking management strategies, as indicated in Table 5. Effective parking management is a key component of smart growth.

**Table 5 Conventional and Smart Growth Parking Policies**

Conventional Parking Policies	Smart Growth Parking Policies
Managed only for motorist convenience	Managed for transport system efficiency
Maximum parking supply	Optimal parking supply (not too little, not too much)
Prefers free parking	Prefers priced parking (user pays directly)
Dedicated parking facilities	Shared parking facilities
Favors lower-density, dispersed development	Favors compact development.

### ***Walking and Cycling Improvements***

*Walking and Cycling* (together called *Non-motorized, Active or Human Powered* transport) improvements support parking management strategies in several ways (“Walking and Cycling Improvements,” VTPI, 2005):

- Improving walkability (the quality of walking conditions) expands the range of parking facilities that serve a destination. It increases the feasibility of sharing parking facilities and use of remote parking facilities.
- Improving walkability increases “park once” trips, that is, parking in one location and walking rather than driving to other destinations, which reduces vehicle trips and the amount of parking required at each destination.
- Walking and cycling improvements allow these modes to substitute for some automobile trips.
- Walking and cycling improvements encourage transit use, since most transit trips involve walking or cycling links.

### ***Increase Capacity of Existing Parking Facilities***

*Increase capacity of existing parking facilities* means that parking supply increases without using more land or major construction. There are various ways to do this:

- Use currently wasted areas (corners, edges, undeveloped land, etc.). This can be particularly appropriate for small car spaces, motorcycle and bicycle parking.
- Where there is adequate street width, change from parallel to angled on-street parking.
- Maximize the number of on-street parking spaces, for example, by using a curb lane for parking rather than traffic during off-peak periods, and designating undersized spaces for small cars or motorcycles.
- Provide special, small parking spaces for motorcycles. Allow and encourage motorcycles to share parking spaces when possible.
- Reduce parking space size. Shorter-term parking requires larger spaces, but employee and residential parking spaces can be somewhat smaller. A portion of spaces can be sized for compact vehicles, which require about 20% less space than full-size stalls.
- Use car stackers and mechanical garages. These can significantly increase the number of vehicles parked in an area. However, they are only suitable for certain applications. They generally require an attendant to move lower-level vehicles when needed to access upper-level vehicles, and stackers may be unable to accommodate larger vehicles such as SUV, vans and trucks.
- Use valet parking, particularly during busy periods. This can increase parking capacity by 20-40% compared with users parking their vehicles. Commercial lots often have attendants park vehicles during busy periods, but not off-peak.
- Remove or consolidate non-operating vehicles, equipment, material and junk stored in parking facilities, particularly in prime locations.

**Mobility Management**

*Mobility Management* (also called *Transportation Demand Management* or *TDM*) is a general term for strategies that increase transportation system efficiency by changing travel behavior (VTPI, 2005). It may affect travel frequency, mode, destination or timing (for example, shifting from peak to off-peak). There are many different mobility management strategies, as summarized in the table below.

**Table 6** Mobility Management Strategies (VTPI, 2003)

Improved Transport Options	Incentives to Shift Mode	Land Use Management	Policies and Programs
Alternative Work Schedules	Bicycle and Pedestrian Encouragement	Car-Free Districts	Access Management
Bicycle Improvements	Congestion Pricing	Compact Land Use	Campus Transport Management
Bike/Transit Integration	Distance-Based Pricing	Location Efficient Development	Data Collection and Surveys
Carsharing	Commuter Financial Incentives	New Urbanism	Commute Trip Reduction
Guaranteed Ride Home	Fuel Tax Increases	Smart Growth	Freight Transport Management
Security Improvements	High Occupant Vehicle (HOV) Priority	Transit Oriented Development (TOD)	Marketing Programs
Park & Ride	Pay-As-You-Drive Insurance	Street Reclaiming	School Trip Management
Pedestrian Improvements	Parking Pricing		Special Event Management
Ridesharing	Road Pricing		Tourist Transport Management
Shuttle Services	Vehicle Use Restrictions		Transport Market Reforms
Improved Taxi Service			
Telework			
Traffic Calming			
Transit Improvements			

*Mobility management includes numerous strategies that affect vehicle travel behavior. Many affect parking demand.*

Mobility management both supports and is supported by parking management. Mobility management programs often reduce parking demand, and many parking management strategies help reduce vehicle traffic create more accessible land use patterns or support other mobility management objectives.

### **Parking Pricing**

*Parking Pricing* means that motorists pay directly for using parking facilities (“Parking Pricing,” VTPI, 2005; Shoup, 2005). This may be implemented as a parking management strategy (to reduce parking problems), as a mobility management strategy (to reduce transport problems), to recover parking facility costs, or to raise revenue for any purpose (such as funding local transport programs or downtown improvements). It is often intended to achieve a combination of objectives.

Currently, most parking is inefficiently priced; it is provided free, significantly subsidized, or bundled (automatically included) with building purchases and rents, forcing consumers to pay for parking facilities regardless of whether or not they want it. When motorists do pay directly for parking, it is often a flat annual or monthly fee, providing little incentive to use an alternative mode occasionally. Rates should be set to optimize parking facility use, called *performance-based pricing*, which means that about 15% of parking spaces are vacant and available at any time (Shoup, 2006).

### **Improve Parking Pricing Methods**

Much of the resistance to parking pricing results from inconvenient pricing methods:

- Many require payment in specific denominations (coins or bills).
- Many require motorists to predict how long they will be parked, with no refund available if motorists leave earlier than predicted.
- Some payment systems cannot easily handle multiple price structures or discounts.
- Some are confusing or slow to use.
- Some have high equipment or enforcement costs.
- Enforcement often seems arbitrary or excessive.

Better payment methods are available. Newer electronic systems are more convenient, accurate, flexible, and increasingly cost effective. They can accommodate various payment methods (coins, bills, credit and debit cards, and by cellular telephone or the Internet), charge only for the amount of time parked, incorporate multiple rates and discounts, automatically vary rates by day and time, and are convenient to use. Some can be integrated with payment systems for other public services such as transit, roads tolls, and telephone use. Some employ contactless technology which automatically deducts payment. Newer systems also produce printed receipts and record data for auditing, which prevents fraud and increases convenience for customers, operators and local governments. They can also automatically record data on utilization and turnover, which improves planning and administration.

### **Financial Incentives**

*Financial Incentives* means that travelers (particularly commuters) are offered financial benefits for reducing their automobile trips (“Commuter Financial Incentives,” VTPI, 2005). These benefits represent the cost savings that result from reduced parking demand. There are various types of incentives. *Parking cash-out* means that commuters who are offered subsidized parking can choose cash instead. *Transit benefits* means that employees receive a subsidized transit pass. *Universal transit passes* means that a group purchases discounted, bulk transit passes for all members. Another incentive is to provide *discounted or preferential parking* for rideshare (carpool and vanpool) vehicles. Consumers value these options because they provide positive rewards for those who reduce vehicle trips and parking demand.

Financial incentives such as transit benefits and parking cash-out typically reduce automobile travel 10-30%, depending on the value of the incentive, and various factors. In urban areas commuters tend to shift to walking and transit. In suburban areas they tend to shift to cycling and ridesharing. These programs have been particularly successful at college and university campuses.

### **Unbundle Parking**

*Unbundling* means that parking is rented or sold separately, rather than automatically included with building space. For example, rather than renting an apartment with two parking spaces for \$1,000 per month, the apartment would rent for \$800 per month, plus \$100 per month for each parking space. This is more equitable and efficient, since occupants only pay for parking they need.

Parking can be unbundled in several ways:

- Facility managers can unbundle parking when renting building space.
- Developers can make some or all parking optional when selling buildings.
- In some cases it may be easier to offer a discount to renters who use fewer than average parking spaces, rather than charging an additional fee. For example, an office or apartment might rent for \$1,000 per month with two “free” parking spaces, but renters who only use one space receive a \$75 monthly discount.
- Parking costs can be itemized in lease agreements to help renters understand the parking costs they bear, and to help them negotiate reductions.
- Informal unbundling can be encouraged by helping to create a secondary market for available spaces. For example, office, apartment and condominium managers can maintain a list of residents who have excess parking spaces that are available for rent.

### **Parking Tax Reform**

*Parking tax reform* includes various tax policies that support parking management, including *commercial parking taxes* (a special tax on parking rental transactions) and *per-space parking levies* (a special property tax applied to parking facilities). These can help reduce parking supply and increase parking prices, as well as providing revenues for public programs.

### **Bicycle Parking and Changing Facilities**

*Bicycle parking and changing facilities* increase the convenience and security of bicycle transportation ("Bicycle Parking," VTPI, 2005). In some situations, bicycle parking facilities can substitute for a portion of automobile parking, particularly if implemented as part of a comprehensive bicycle improvement and encouragement program. Optimal bicycle parking supply depends on the level of cycling that occurs in that community and the type of destination. Some destinations, such as schools, campuses and recreation centers have 10-20% of visitors arrive by bicycle, at least during fair weather.

### **Improve User Information and Marketing**

*User information* refers to information for travelers about parking availability, regulations and price, and about travel options, such as walking, ridesharing and transit. Many parking problems result in part from inadequate user information. User information can be provided by signs, maps, brochures, websites, and electronic guidance systems. It is particularly useful if there is a perceived parking shortage, although space are actually available in an area.

### **Improve Enforcement and Control**

*Improve Enforcement and Control* means that parking regulations and pricing requirements are enforced more frequently, more effectively and more considerately. Evading parking regulations is a folk crime. Many otherwise upstanding citizens who otherwise never steal will proudly ignore parking regulations and evade payments, reducing their effectiveness. Improving enforcement and control supports parking management by increasing regulatory and pricing effectiveness. As parking management activities expand, so too should enforcement activities.

### **Transportation Management Associations and Parking Brokerage**

*Transportation Management Associations* (TMAs) are private, non-profit, member-controlled organizations that provide transportation and parking management services in a particular area, such as a commercial district, mall or medical center ("Transportation Management Associations," VTPI, 2005). TMAs can be an effective way to implement parking management programs. TMAs are typically funded through dues paid by member businesses, and local government grants.

### **Overflow Parking Plans**

*Overflow parking plans* describe the management strategies that will be applied when parking facilities fill, for example, during special events, peak shopping periods, or temporary reductions in parking supply. Because most parking facilities are sized to accommodate peak demands that seldom occur, an overflow parking plan can significantly reduce the amount of parking needed, and provide reassurance that reduced supply will not create problems.

### ***Address Spillover Problems***

*Spillover parking problems* refers to the undesirable use of offsite parking facilities, such as when business customers and employees park on nearby residential streets or use another businesses' parking lot. Concerns about spillover impacts are used to justify excessive parking requirements and opposition to management solutions. Addressing spillover problems can increase parking management program acceptability and effectiveness. There are several ways to address spillover parking problems.

- Provide information indicating where motorists may and may not park.
- Use regulations to control spillover impacts, such as time limits and permit programs on residential streets near activity centers.
- Use pricing to control spillover impacts, such as charging non-residents for parking on residential streets near activity centers, and businesses charging non-customers for using in their parking facilities.
- Create *Parking Benefit Districts* in areas that experience parking spillover problems, so on-street parking is priced (residents can be exempt).
- Compensate people who bear spillover parking impacts. For example, a high school can send complementary sport event tickets to residents of nearby streets who experience spillover parking problems.
- Establish a monitoring program to identify where parking spillover is a problem. This may include surveys to identify who is parking where, and ways for residents and businesses to report spillover problems.

### ***Improve Parking Facility Design and Operation***

*Parking facility design and operation* refers to physical layout, construction and day-to-day management. Improved design and operation can better integrate parking facilities into communities, improve the quality of service experienced by users, support parking management, and help address specific problems.

**Summary**

The table below summarizes potential parking management strategies and their impacts.

**Table 7 Parking Management Strategies**

Strategy	Description	Typical Reduction	Traffic Reduction
Shared Parking	Parking spaces serve multiple users and destinations.	10-30%	
Parking Regulations	Regulations favor higher-value uses such as service vehicles, deliveries, customers, quick errands, and people with special needs.	10-30%	
More Accurate and Flexible Standards	Adjust parking standards to more accurately reflect demand in a particular situation.	10-30%	
Parking Maximums	Establish maximum parking standards.	10-30%	
Remote Parking	Provide off-site or urban fringe parking facilities.	10-30%	
Smart Growth	Encourage more compact, mixed, multi-modal development to allow more parking sharing and use of alternative modes.	10-30%	✓
Walking and Cycling Improvements	Improve walking and cycling conditions to expand the range of destinations serviced by a parking facility.	5-15%	✓
Increase Capacity of Existing Facilities	Increase parking supply by using otherwise wasted space, smaller stalls, car stackers and valet parking.	5-15%	
Mobility Management	Encourage more efficient travel patterns, including changes in mode, timing, destination and vehicle trip frequency.	10-30%	✓
Parking Pricing	Charge motorists directly and efficiently for using parking facilities.	10-30%	✓
Improve Pricing Methods	Use better charging techniques to make pricing more convenient and cost effective.	Varies	✓
Financial Incentives	Provide financial incentives to shift mode such as parking cash out.	10-30%	✓
Unbundle Parking	Rent or sell parking facilities separately from building space.	10-30%	✓
Parking Tax Reform	Change tax policies to support parking management objectives.	5-15%	✓
Bicycle Facilities	Provide bicycle storage and changing facilities.	5-15%	✓
Improve Information and Marketing	Provide convenient and accurate information on parking availability and price, using maps, signs, brochures and the Internet.	5-15%	✓
Improve Enforcement	Insure that regulation enforcement is efficient, considerate and fair.	Varies	
Transport Management Assoc.	Establish member-controlled organizations that provide transport and parking management services in a particular area.	Varies	✓
Overflow Parking Plans	Establish plans to manage occasional peak parking demands.	Varies	
Address Spillover Problems	Use management, enforcement and pricing to address spillover problems.	Varies	
Parking Facility Design and Operation	Improve parking facility design and operations to help solve problems and support parking management.	Varies	

*This table summarizes the parking management strategies described in this report. It indicates the typical reduction in the amount of parking required at a destination, and whether a strategy helps reduce vehicle traffic, and so also provides congestion, accident and pollution reduction benefits.*

Not every strategy is appropriate in every situation. Actual impacts vary depending on geographic and demographic factors, how a strategy is implemented and other factors. Below are some general guidelines.

- Impacts are higher where there are more parking and travel options. For example, parking pricing will have greater demand reduction impacts if implemented in conjunction with improvements in rideshare and public transit services.
- Financial incentives tend to have greater impacts on lower-income consumers.
- Some strategies are complementary. For example, shared parking becomes more effective if implemented with suitable regulations, pricing and walkability improvements.
- Impacts generally increase over time as programs mature. A Low value may be appropriate the first year, but increases to Medium after two or three years, and High after five or ten years.

Special care is needed when predicting the impacts of a program that includes multiple parking management strategies. Be careful to take into account strategies with overlapping impacts. For example, Transportation Management Associations (TMAs) provide an institutional framework for implementing strategies that directly affect parking requirements. While it would be true to say that a TMA can reduce parking requirements by 10-30% compared with not having such an organization, it would be incorrect to add the demand reductions of the TMA to the impacts of the individual strategies it helps implement.

Total impacts are multiplicative not additive. Shared parking reduces the parking requirements by 10%, to 90% of the original level. The 10% reduction of Parking Pricing reduces this further to 81% of the original level, and another 10% reduction from Mobility Management results in 73% of the original level, a 27% reduction, somewhat less than the 30% reduction that would be calculated by adding three 10% reductions.

Some combinations of strategies have synergistic effects (total impacts are greater than the sum of their individual impacts), and so become more effective if implemented together. For example, sharing parking and walkability improvements may each reduce parking requirements just 10% if implemented alone, but 25% if implemented together because they are complementary.

## **Developing An Integrated Parking Plan**

Below are recommendations for integrated parking planning. This should be adjusted to reflect the needs of a particular situation.

### **Define Scope**

Define the geographic scope of analysis, such as the site, street, district/neighborhood and regional scale. It is desirable to plan for a walkable area, such as a business district or neighborhood, since this is the functional scale of parking activities.

### **Define Problems**

Carefully define parking problems. For example, if people complain of inadequate parking it is important to determine where, when and to whom this occurs, and for what types of trips (deliveries, commuting, shoppers, tourists, etc.).

### **Strategic Planning Context**

Parking planning should be coordinated with a community's overall strategic vision. This helps insure that individual decisions reflect broader community objectives.

### **Establish Evaluation Framework**

Develop a comprehensive *evaluation framework*. This provides the basic structure for analyzing options, insuring that critical impacts are not overlooked and different situations are evaluated consistently. A framework identifies:

- *Perspective and scope*, the geographic range and time-scale of impacts to consider.
- *Goals* (desired outcomes to be achieved) and *objectives* (ways to achieve goals).
- *Evaluation criteria*, including costs, benefits and equity impacts to be considered.
- *Evaluation method*, how impacts are to be evaluated, such as benefit/cost analysis.
- *Performance indicators*, practical ways to measure progress toward objectives.
- *Base Case* definition, that is, what would happen without the policy or program.
- *How results are presented*, so results of different evaluations can be compared.

### **Survey Conditions**

Survey parking supply (the number of parking spaces available in an area) and demand (the number of parking spaces occupied during peak periods) in the study area.

### **Identify and Evaluate Options**

Develop a list of potential solutions using ideas from this report and stakeholder ideas. Evaluate each option with respect to evaluation criteria.

### **Develop An Implementation Plan**

Once the components of a parking management plan are selected, the next step is to develop an implementation plan. This may include various phases and contingency-based options. For example, some strategies will be implemented the first year, others within three years, and a third set will only be implemented if necessary, based on performance indicators such as excessive parking congestion or spillover problems.

## **Conclusions**

Current parking planning practices are inefficient, resulting in economically excessive parking supply, increased automobile traffic, and more dispersed destinations, contributing to various economic, social and environmental problems. There are many reasons to use management strategies that result in more efficient use of parking resources, in order to address parking problems without expanding supply.

This report describes more than two-dozen management strategies that result in more efficient use of parking resources. These strategies are technically feasible, cost effective, and can provide many benefits to users and communities. Although all of these strategies have been implemented successfully in some situations, they are not being implemented as much as economically justified, due to various institutional barriers. Parking management implementation requires changing the way we think about parking problems and expanding the range of options and impacts considered during planning.

Most parking management strategies have modest individual impacts, typically reducing parking requirements by 5-15%, but their impacts are cumulative and synergistic. A comprehensive parking management program that includes an appropriate combination of cost-effective strategies can usually reduce the amount of parking required at a destination by 20-40%, while providing additional social and economic benefits.

Management solutions represent a change from current practices and so various obstacles must be overcome for parking management to be implemented as much as optimal. Current planning practices are based on the assumption that parking should be abundant and provided free, with costs borne indirectly, incorporated into building construction costs or subsidized by governments. Current parking standards tend to be applied inflexibly, with little consideration of demographic, geographic and management practices that may affect parking requirements. Parking management requires changing current development, zoning and design practices. This requires that public officials, planners and the public change the way they think about parking problems and solutions, and become familiar with the full menu of parking management strategies available and the benefits they can provide. It requires an institutions and relationships, such as transportation management associations, and activities to improve enforcement and addressing potential spillover impacts.

This report summarizes the book *Parking Management Best Practices*, by Todd Litman, published by Planners Press in 2006. If you find this report useful, please purchase the book, which contains more detailed information.

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PAGE  
BREAK

TOWN OF MANSFIELD  
Solid Waste Advisory Committee  
Minutes of the Meeting  
January 22, 2009

Present: Smith, Knox (acting chair), Hultgren (staff), Walton (staff)

The meeting was called to order at 7:36 p.m.

The minutes of the December 4, 2008 were reviewed.

Walton reported that on January 12, 2009 the Town Council approved the formation of a sustainability committee. The committee will be comprised of representatives from the Board of Ed, Region 19, Planning and Zoning, Town Council, UConn as well as the community, and probably will be working with the Solid Waste Advisory Committee from time to time.

The committee discussed two scenarios for simplifying the single-family service levels. Both scenarios eliminate a bag equivalence for the mini through maxi service levels. Mini-mini service would still use a 13-gallon bag. It was undecided whether the one-can service level should stay at a 35-gallon can (instead of rising to 45 gallon) in order to keep with the philosophy of encouraging less waste. After the other committee members (who were absent) comment on this, a report will be given to Town Council. Hultgren suggested that a public meeting be held after Council's review. Walton will check on whether on-line polling can be done through the Town website.

Although not a common practice, the committee was asked if they thought neighbors sharing trash service should be stopped. The trash collector has left trash behind because of this. The consensus was that it is not a significant problem to share service at this time.

Walton handed out the schedule for the organic land care workshops: Organic Lawns, April 4, 2009 from 9 to 12; Backyard Water Wise, May 2, 2009 from 10 to 11; Backyard Composting, May 16, 2009 from 10 to 11 and a rain barrel sale on June 20, 2009.

Walton reported that eight proposed bills have been submitted so far in this legislative session on some permutation of reducing plastic shopping bags. Representative Denise Merrill and 10 other representatives has submitted proposed bill #5215, which places a five cent fee on plastic bags that will help fund DEP. She also distributed a summary of the bag survey that Sally Millius and family conducted at the local stores. In general, merchants would support an initiative (ban or fee) to reduce bag usage, and they believe that residents would support it.

Walton stated that she is working with UConn to arrange a spring move-out that will be coordinated with an off-campus pilot. Walton contacted the new owners of Hunting Lodge Apartments who are interested, but cautioned about the growing spread of bed bugs. Walton will

take this issue back to the next UConn meeting. At that meeting, the group will be working with the organization, Dump and Run, who has successfully worked with several colleges during spring move-outs.

The Solid Waste Advisory Committee has three openings for members. Walton has been unsuccessful in enlisting new members, but will ask Sally Millius if she is interested. Members are encouraged to keep looking for potential participants.

Walton reported that UConn's community outreach program, which participates each spring and fall in litter collections, primarily in the North Eagleville/Hunting Lodge Road corridor, has asked that a representative from the Town be present during the clean-ups. Three spring dates have been lined up – March 21 and 28, April 18 – all from 1 pm to 3 pm. If any committee members are interested in working with the group of student volunteers that day, let Walton know. Otherwise, she is prepared to participate on those Saturdays.

Walton stated that Willimantic Waste Paper is delayed in getting the plastics optical sorter installed; their latest report is that it will be operating in April, but staff will contact them prior to sending out the April bill inserts. The sorter will enable plastics numbered three through seven to be recycled.

It was requested by a resident to offer compact fluorescent bulb collection boxes in areas around town to make it more convenient to dispose of them properly. Northeast Lamp Recycling does have collection boxes that are sealed but they are more expensive. Currently the Town pays 29 cents per bulb. With the prepaid collection boxes, the cost would be 83 cents each for the initial box and 33 cents for replacement boxes. Walton explained to the resident that at this time, the solid waste budget could not accommodate an added expense, but that it would be considered when the budget concerns have been relieved.

The next meeting is scheduled for March 26, 2009. The meeting was adjourned at 9:08 pm.

Respectfully Submitted,

Virginia Walton  
Recycling/Refuse Coordinator

Cc: Lon R. Hultgren, Director of Public Works, Members, file, Town Manager, Town Clerk

**Town of Mansfield  
Personnel Committee  
May 5, 2009**

**Audrey Beck Municipal Building, Conference Room B**

Members Present: Deputy Mayor Gregg Haddad, Councilor Helen Koehn  
Staff Present: Assistant to Town Manager Maria Capriola, Town Manager Matt Hart

I. CALL TO ORDER

The meeting came to order at 6:15p.m.

II. MINUTES of 3/26/09

The minutes of 3/26/09 were adopted by the Committee.

III. RESOLUTION ON OPEN AND TRANSPARENT GOVERNMENT

The Committee will send a referral to the Communications Advisory Committee (CAC) regarding the open and transparent government resolution passed by Town Council in April, 2009; Ms. Capriola agreed to send the referral to CAC on behalf of the Committee.

IV. PERSONNEL POLICIES

Ms. Koehn inquired about the Town's vehicle use/fleet use policies and procedures. Discussion occurred regarding the Town's policies and practices regarding employee use of the Town fleet (motor pool and assigned vehicles). No action was taken but the Committee will continue to discuss.

Ms. Koehn inquired about the \$10,000 annuity benefit granted to the Town Manager through his employment contract. Discussion occurred; staff informed the Committee that if they are interested in this topic, staff should invite the Finance Director to a future meeting since he has knowledge of payroll procedures and regulations governing annuity benefits. No action was taken but the Committee will continue to discuss.

V. ADJOURNMENT

The meeting concluded at 7:05 p.m.

Respectfully Submitted,  
Maria E. Capriola  
Assistant to Town Manager

**HOUSING AUTHORITY OF THE TOWN OF MANSFIELD**  
**REGULAR MEETING MINUTES**  
Housing Authority Office  
May 21, 2009  
8:00 a.m.

Attendance: Mr. Long, Chairperson; Mr. Simonsen, Vice Chairperson; Mr. Eddy, Secretary and Treasurer; Ms Hall, Assistant Treasurer; Ms Christison-Lagay Commissioner; and Ms Fields, Executive Director. Mr. Smith, Finance Director of the Town of Mansfield, attended as a guest.

The meeting was called to order at 8:10 a.m. by the Chairperson.

**MINUTES**

A motion was made by Mr Eddy and seconded by Ms Christison-Lagay to accept the minutes of the April 16, 2009, Regular Meeting. Motion approved unanimously.

**COMMUNICATIONS**

Ms Fields received notification from HUD that it has rated the Housing Authority as a "High" performer under the Section 8 Management Assessment Program (SEMAP) for 2008.

Ms Fields received a notice and application from HUD to apply for additional funds, if eligible, prior to May 22, 2009. Ms Fields applied for additional funds prior to the deadline.

**REPORTS OF THE DIRECTOR**

**Bills**

A motion was made by Mr. Eddy and seconded by Ms Christison-Lagay to accept the April 2009 Bills. Motion approved unanimously.

**Financial Reports –A (General)**

A motion was made by Ms Christison-Lagay and seconded by Mr. Eddy to accept the February and March 2009 Financial Reports. Motion approved unanimously.

**Financial Report-B (Section 8 Statistical Report)**

A motion was made by Ms Christison-Lagay and seconded by Mr. Simonsen to accept the February and March 2009 Section 8 Statistical Report. Motion approved unanimously.

**REPORT FROM TENANT REPRESENTATIVE**

None

**UNFINISHED BUSINESS**

**Water Bills**

A letter was sent from the Board of Commissioners to the Jeffrey Smith, Town of Mansfield Finance Director, setting forth questions regarding the water

billing with an invitation to attend the May 21, 2009 meeting. Mr. Smith discussed the items that made up the overhead costs and had been added to the water bills. He agreed to respond back to the Housing Authority regarding the "Reserve" amount and to review the electric utility charges to confirm that they are not charged as part of the overhead for the water bill.

#### **Senior Center Laundry Door**

Tom Ward Builders was awarded the contract to install another door at the Senior Center to allow unlimited access to the Wright Village laundry room. It is anticipated that the installation should be complete before the end of May.

#### **Auditor Contract**

The contract with Roy & Associates, CPA's was renegotiated to reflect the 2008 audit cost at \$4500, the 2009 audit cost at \$4,929 and the 2010 audit cost at \$5,076. The increases reflect additional work required due to changes by HUD in the Section 8 program reporting requirements.

A motion was made by Mr. Eddy and seconded by Mr. Simonsen to approve the contract, as revised, with Roy & Associates, CPA's. Motion approved unanimously.

#### **Housing Authority Signage**

Art Sign will remove the back of the Housing Authority sign, paint Mansfield Housing Authority and the address and replace the back for \$500.

A motion was made by Mr. Simonsen and seconded by Ms Christison-Lagay to approve the expenditure. Motion approved unanimously.

#### **Holinko Roof Assessment**

Three bids were received and after a review and discussion of the three proposals, it was decided to award the contract to J. Thomas Roofing.

A motion was made by Mr. Eddy and seconded by Ms Hall to approve Ms Fields sign the contract with J. Thomas Roofing and approve the option using 30 year architectural shingles and completes all five buildings. Motion approved unanimously.

#### **Section 8 Administrative Plan Changes**

A motion was made by Mr. Simonsen and seconded by Mr. Eddy to approve the changes in Chapter 6-I.C. of the Administrative Plan. Motion approved unanimously.

### **NEW BUSINESS**

#### **OTHER BUSINESS**

The Regular Meeting scheduled for July 16, 2009 will be rescheduled for July 15, 2009.

#### **ADJOURNMENT**

The Chairperson declared the meeting adjourned at 10:30 a.m.

\_\_\_\_\_  
Dexter Eddy, Secretary

**Approved:**

\_\_\_\_\_  
Richard Long, Chairperson

**TOWN OF MANSFIELD  
TOWN COUNCIL**

**Ad hoc Committee on Regionalism  
Monday, June 15, 2009  
Audrey P. Beck Municipal Building  
Town Manager's Office  
2:00 pm**

MINUTES

**1. Call to Order/Roll Call**

Present: B. Clouette, M. Hart, G. Nesbitt

**2. Overview of existing regional and shared services arrangements**

Matt Hart distributed a draft spreadsheet providing an overview of current regional initiatives and service arrangements, as well as potential opportunities. The members discussed the spreadsheet at some length. By consensus, the members agreed to add a column indicating the primary fund (e.g. General Fund, management services, etc.) associated with each initiative. Also, under *existing initiatives*, the members agreed to add the inter-library loan program, as well as the purchasing coalitions that the Town participates in. Under the opportunities section, members suggested the addition of equipment sharing, probate, recreation and senior services.

The members articulated a short list of guiding principles to assist with the evaluation of new opportunities for regionalism and shared services:

- What is the level of service to be provided?
- How will delivery of the service be governed?
- How important to Mansfield's sense of community is it to deliver the service at a local level?
- Does the initiative require the construction of a new facility?
- What is the proximity of the service to Mansfield residents?
- What is the anticipated return on investment (ROI)?

**3. Opportunities for additional regional and shared services arrangements?**

The members discussed opportunities with respect to public safety, particularly police services. Mr. Clouette suggested that it would be beneficial to discuss this issue at the Town/University Relations Committee; the other members concurred. Mr. Hart agreed to prepare a draft RFQ/RFP for the committee to review to solicit a qualified consultant to conduct a study regarding existing and future police services and demands.

In addition, the members suggested that Mr. Hart conduct an informal discussion with his colleagues in Coventry and Tolland to determine if there were additional partnership opportunities related to service delivery in general.

**4. Other**

The members asked Mr. Hart to convene the next meeting when he had sufficient information to move forward.

**5. Adjournment**

The members adjourned the meeting at 3:05 PM.

Respectfully submitted,

Matthew W. Hart  
Town Manager

**Mansfield Board of Education Meeting**

**June 11, 2009**

**Minutes**

**Attendees:** Mary Feathers, Chair, , Chris Kueffner, Secretary, Mark LaPlaca, Min Lin, Katherine Paulhus, Carrie Silver-Bernstein, Superintendent Fred Baruzzi, Board Clerk, Celeste Griffin.

**Absent:** Shamim Patwa

The meeting was called to order at 7:30pm by Ms. Feathers, Chair.

HEARING FOR VISITORS: None

COMMUNICATIONS: Letter from Anna and Kevin Crammer regarding regionalization and allowing other towns' residents to attend the middle school. Letter from Covenant Soup Kitchen thanking the Board for their donation in honor of the Staff of the Mansfield Public Schools.

ADDITIONS TO THE PRESENT AGENDA: None

COMMITTEE REPORTS: Mrs. Kelly reported that the Teacher of the Year Committee selected Janet Pagoni, Goodwin Grade One teacher as the 2010 Teacher of the Year. She also reported that the Dorothy Goodwin Bequest Committee had a proposal. The Board will review this week and vote at the 6-18-09 meeting. Mr. Baruzzi reported that the Regionalization Committee met with Ron Harris, State Department of Education, to review and discuss regionalization options. Mr. Hamlin reported that the Policy Committee has reviewed and supports the recommended updates to the Mansfield Board of Education Policies.

REPORT OF THE SUPERINTENDENT:

- National Distinguished Principal of the Year Trip Summary: Mrs. Fisher-Doiron reported on her trip to Washington DC with the representatives from 50 states.

Ms. Patwa arrived at 8:23pm.

- Language Arts/Reading and Mathematics Update: Judy Shay, Language Arts/Reading Consultant reviewed spring district assessment scores and their implications. Karen Moylan, Mathematics Consultant, reviewed progress in the first year implementation of the *Bridges in Mathematics Program* and assessment results.
- Town of Mansfield Financial Statement March 31, 3009: **MOTION** by Ms. Patwa, seconded Ms. Lin to accept the Financial Statements: **VOTE:** Unanimous in favor
- Year End Budget Closeout: Cherie Trahan, Comptroller and Treasurer, reported that Town revenues are lower than expected and could affect year end financials.
- Healthy Food Certification: Beth Gankofskie, Food Service Director, asked the Board to renew their support of the Healthy Food Certification. With the support, the District is eligible to be reimbursed up to \$.10 per child pending State Legislature. **MOTION** by Mr. Kueffner, seconded Ms. Patwa to adopt the Connecticut Nutrition Standards Healthy Food Certification Statement for the 2009-2010 school year and to adopt the Connecticut Nutrition Standards Exclusion for the 2009-2010 school year. **VOTE:** Unanimous in favor.
- Mansfield Food Services Budget Outlook: Mrs. Gankofskie reported that the District will not increase school breakfast and lunch prices for the 2009-2010 school year.
- ARRA NSLP Equipment Assistant Grant Proposal: **MOTION** by Mr. Kueffner, seconded Mrs. Paulhus to approve the grant proposal for school kitchen equipment: **VOTE:** Unanimous in favor
- MMS Exchange Trip Update: Jeff Cryan, Principal Mansfield Middle School, reported that the German Exchange Trip will continue next year with the German students arriving in September. The Chinese exchange is also continuing with Chinese students arriving in early September.

- Pre-school Update: Rachel Leclerc, Director of Special Education and Student Support Services, reported that approximately 70 children were involved in the screening process. There will be up to 16 children in each pre-school class during the 2009-2010 school year.
- Community Conversations: Mr. Baruzzi reported that he held 2 community conversations at each school. Although not largely attended, the reception was positive and attendees were able to get questions answered.
- Mansfield Board of Education 2009-2010: The Board discussed adding strategies to each goal. Further discussion and adoption will be at the June 18<sup>th</sup> meeting.
- Policy Updates: **MOTION** by Mr. Hamlin, seconded Mr. LaPlaca to adopt the recommended updates to the Mansfield Board of Education Policies: **VOTE:** Unanimous in favor
- PreK-12 Regionalization Update: This was discussed in the committee reports section.
- Tri Town Transportation Study: Mr. Baruzzi reported that a geography class at UCONN performed a study of the bus routes for Ashford, Mansfield, and Willington for Region 19.
- Open Choice Magnet Schools: Mr. Baruzzi informed the Board that there is pending legislation to charge schools districts for residents attending Hartford's magnet schools.
- Class Size/Enrollment: The administrators reported no major changes in class size or enrollment

NEW BUSINESS: None

CONSENT AGENDA: **MOTION** by Mr. Kueffner, seconded Ms. Patwa that the following item for the Board of Education meeting of June 9, 2009 be approved or received for the record and noted one edit to minutes:  
**VOTE:** Unanimous in favor

That the Mansfield Public Schools Board of Education approves the minutes of the May 7, 2009 Board meetings.

That the Mansfield Public Schools Board of Education approves the Superintendent's Annual Teacher Evaluation Report.

That the Mansfield Public Schools Board of Education approves the teachers recommended for Cooperating/Mentor Teacher Training.

That the Mansfield Public Schools Board of Education accepts the resignation of Dena Mehalakes, 6<sup>th</sup> grade teacher at Mansfield Middle School effective the end of the 2008-2009 school year.

HEARING FOR VISITORS: None

SUGGESTIONS FOR FUTURE AGENDA: Please add notation to future agendas that times are guidelines only.

EXECUTIVE SESSION: **MOTION** by Ms. Lin, seconded Mrs. Paulhus to move into Executive Session at 10:00pm to discuss contract negotiations. **VOTE:** Unanimous in favor.

**MOTION** by Ms. Patwa, seconded by Mrs. Kelly to return to open session at 11:30pm. **VOTE:** Unanimous in favor.

**MOTION** by Mr. LaPlaca, seconded by Mrs. Paulhus to extend the contract of Superintendent Baruzzi for one year with specific terms to be negotiated. **VOTE:** Unanimous in favor.

**MOTION** by Ms. Patwa to adjourn at 11:31pm. **VOTE:** Unanimous in favor.

Respectfully submitted,

Celeste N. Griffin, Board Clerk

**Mansfield Board of Education Meeting**

**May 7, 2009**

**Minutes**

**Attendees:** Mary Feathers, Chair, Shamim Patwa, Vice Chair, Chris Kueffner, Secretary, Mark LaPlaca, Min Lin, Katherine Paulhus, Carrie Silver-Bernstein, Superintendent Fred Baruzzi, Board Clerk, Celeste Griffin.

**Absent:** Dudley Hamlin, Martha Kelly

The meeting was called to order at 7:32pm by Ms. Feathers, Chair.

Recognition of Mansfield Middle School Students: The Boy's Basketball Team was the recipient of the Roger LaFrancois, Sr. Sportsmanship Award by the Region 8 Basketball Officials. The VEX Robotics Team was the state champion in the Autonomous Robotics competition.

HEARING FOR VISITORS: Julie Brown spoke regarding the possibility of Chaplin students attending Mansfield Middle School.

COMMUNICATIONS: None

ADDITIONS TO THE PRESENT AGENDA: **MOTION** by Ms. Patwa, seconded Mr. LaPlaca to add a Personnel Item requiring a motion to the Superintendents Report. **VOTE:** Unanimous in favor.

COMMITTEE REPORTS: Ms. Patwa stated the Personnel Committee is currently in negotiation with the school nurses' association and UPSEU (custodian/maintenance/cafeteria).

**REPORT OF THE SUPERINTENDENT:**

- Books on Bus: Mr. Baruzzi discussed the details of the new summer program Books on Bus which will provide neighborhood access during the summer to library books for Mansfield children.
- Revised Technology Plan: Mr. Russell, Director of Information Technology, reviewed the district's technology plan. **MOTION** by Mr. LaPlaca, seconded Ms. Patwa to approve the 2009-2012 Educational Technology Plan. **VOTE:** Unanimous in favor.
- 2009-2010 Budget: Mr. Baruzzi presented the budget decrease of \$235,000 to \$20,595,570 as reduced by the Mansfield Town Council. **MOTION** by Mr. Kueffner, seconded Mrs. Paulhus to adopt the Superintendent's recommendations for reductions. **VOTE:** Unanimous in favor.
- Preschool Program: Mr. Baruzzi and Dr. Leclerc discussed the changes in the preschool program for the 2009-2010 school year.
- Grade 5 Recess: Mr. Cryan reviewed the current student program of study indicating opportunities for grade 5 students to engage in physical activity.
- Dorothy Goodwin Fund: **MOTION** by Mr. LaPlaca, seconded Mrs. Paulhus to appoint the Chair to form a committee consisting of Board members, teachers, and parent representatives to review suggestions and prepare a report to the Board with a recommendation to appropriate the Dorothy Goodwin Bequest. **VOTE:** Unanimous in favor.
- Class Size/Enrollment: The building principals reported no major changes in class size and enrollment.
- BOE Retreat: The agenda of the May 21, 2009 Board Retreat will be goals and objectives.
- Personnel: **MOTION** by Ms. Patwa, seconded Mr. Kueffner to approve the request for maternity leave effective June 15, 2009 by Heather Keenan, 3<sup>rd</sup> grade teacher at Vinton Elementary School **VOTE:** Unanimous in favor.

NEW BUSINESS: None

CONSENT AGENDA: **MOTION** by Ms. Patwa, seconded Ms. Lin that the following item for the Board of Education meeting of May 7, 2009 be approved or received for the record: **VOTE:** Unanimous in favor

That the Mansfield Public Schools Board of Education approves the minutes of the April 16, 2009 Board meeting.

HEARING FOR VISITORS: Sheryl Lambert spoke regarding the pre-school program and books on bus program. Lisa Drzewiecki spoke regarding the pre-school program.

SUGGESTIONS FOR FUTURE AGENDA: None

EXECUTIVE SESSION: **MOTION** by Ms. Patwa, seconded Mr. LaPlaca to move into Executive Session at 9:50pm to discuss contract negotiations. **VOTE:** Unanimous in favor.

Mrs. Kelly arrived at 10:07pm.

**MOTION** by Mr. LaPlaca, seconded by Ms. Patwa to return to open session at 10:50pm. **VOTE:** Unanimous in favor.

**MOTION** by Ms. Patwa, seconded by Mr. LaPlaca to ratify the Mansfield School Nurses' Association contract dated July 1, 2009 – June 30, 2012. **VOTE:** Unanimous in favor.

**MOTION** by Mr. LaPlaca to adjourn at 10:51pm. **VOTE:** Unanimous in favor.

Respectfully submitted,

Celeste N. Griffin, Board Clerk



**MINUTES**  
**Blueprint for Mansfield's Children**  
**Leadership Work Group Meeting #3**

**Thursday, May 28, 2009**  
**Mansfield Town Hall, Council Chambers**  
**5:30-7:30 PM**

**PRESENT:** S. Baxter, F. Baruzzi, G. Bent, T. Berthelot, R. Fields, L. Grossman, K. Grunwald, C. Guerreri, J. Higham, J. McLaughlin, R. Mocanu, M. Perkins, B. Tanner, L. Young  
**REGRETS:** M. Baker, M. Barton, K. Dorgan, M. Feathers, R. Miller, K. Paulhus, J. Stoughton, L. Young, S. Zaccharie

<i>Item</i>	<i>Discussion</i>	<i>Outcome</i>
Dinner, Minutes	Meeting called to order by R. Mocanu at 5:30 p.m. Minutes of April 23 reviewed.	Approved as written. (T. Berthelot moved. J. McLaughlin second)
Announcements	S. Baxter announced that we will need an additional meeting.	To be held June 11, 2009 at the Buchanan Center.
Review of Draft Plan	<p>L. Grossman presented the first draft of the plan and asked for comments.</p> <ul style="list-style-type: none"> <li>• T. Berthelot – pg.1 ... can the needs we address be called “most urgent”? Suggests “significant”</li> <li>• J. McLaughlin - pg. 2 “About RBA” Suggests complete name be used Results Based Accountability</li> <li>• B. Tanner – pg.1 ... use of phrase “was awarded” Substitute received</li> <li>• F. Baruzzi – pg. 1, paragraph 3 Contents of this paragraph need to appear earlier to answer reader’s question, “why do I want to read this document”</li> <li>• J.McLaughlin – pg. 2 Use less jargon in describing RBA</li> <li>• K. Grunwald – throughout document use text boxing to highlight key phrases</li> <li>• R. Mocanu – suggests creation of a one page abstract, giving a comprehensive overview for those who may not take the time to read the whole document. Also suggests the addition of a specific “conclusion” section. L. Grossman says format on pg. 24 could become the conclusion section.</li> <li>• F. Baruzzi – this document can be a tool for recruiting other participants, How will this document be released/posted? L. Grossman says this is a governance issue. Once the document is released, a body must own it and shepherd its implementation.</li> </ul>	Suggestions will be incorporated in next draft.
Governance	L. Grossman presented an overview on 3 options for governance:	

	<p>Government agency entity 501©3 - new or existing Informal entity with a fiduciary agent</p> <p>Discussion:</p> <ul style="list-style-type: none"> <li>• L. Grossman says we must address 2 questions – do the partners own the blueprint? Who will shepherd its implementation?</li> <li>• S. Baxter suggested Mansfield Advocates for Children are the natural initial owners of the plan.</li> <li>• K. Grunwald would like to see town government own the plan since it is tied to the town's 2020 plan. The Blue print is actually a piece of the 2020 vision and it could be a demonstration project for 2020 vision.</li> <li>• L. Grossman – the governance structure needs to reflect, support, and maintain the diversity of the LWG.</li> </ul> <p>MAC is an informal entity with a fiduciary agent (United Way) and a connection to a government entity.</p> <p>J. Higham, co-chair of MAC says the group is aware of their need for ownership of the plan to keep momentum going. They ask that some members of the LWG join them.</p> <p>C. Guerrerri noted that partners would need to conform to the stipulations of the grant that funds MAC. Staff funding for the plan's implementation will need to be considered, and the fiduciary relationship with United Way will need to be clarified.</p>	<p>After discussion the consensus was that governance will rest with MAC. They will oversee the plan, gather partners, develop data, keep the town informed.</p> <p>The governance option will be written into the next draft.</p>
<p>Review of remainder of the draft</p>	<p>About Mansfield: Pg. 3, last paragraph – does “extremely high” overstate the quality of life in Mansfield? Paragraph 1 – need to note the impact of group quarters on the population numbers. Need to include reference to the Downtown partnership.</p> <p>Health: Statistic 1, pg. 8 – percent of Mansfield births with non-adequate care. We need to figure out why. Statistic 2, pg. 8 – BMI measurements. Note that weight is not the issue, fitness is.</p> <p>Learners: Define kindergarten inventory scale How do our k inventory numbers compare with the state? Pg. 12 – last chart. Use % marks Flesh out story behind the curve – where do the rest of the children fall on the scale? How close are they to meeting standards. Numbering of learning strategies needs to be corrected.</p>	<p>Changes will be incorporated in the next draft.</p>

Financing the Plan	Will need to start with a baseline of what is already happening/funding coming in. Will begin by looking at year-1 through year-5 funding.	Need to gather base line information to work on financing the plan at the June 11 meeting.
Transportation issues	Melinda Perkins from WRTD gave an overview of transit district services. Fixed route service runs primarily along route 195, Dial-A-Ride can be used for specific pick-up and drop off trips by reservation 48 hrs prior to need. Adding a library stop, as requested in community connectedness strategies, may mean the loss of one full run each day the library stop is made. It may be possible to provide library stop service through a matching grant program such as the one that already provides transportation from Glen Ridge and Juniper Hill to the library one day per week. WRTD may be able to meet some needs through an already existing van run.	LWG will get information to WRTD: <ul style="list-style-type: none"> <li>• Where are the population pockets needing service?</li> <li>• Library program schedules.</li> </ul>
Resource	K. Grunwald noted the web site <a href="http://www.communityindicators.net">www.communityindicators.net</a> The website is offering a stipend for stories from communities with good or challenging experiences in developing community indicators.	Kevin will write up our experience with Community Connectedness. T. Berthelot will assist with proofreading.
Next meeting	Meeting adjourned at 7:30 p.m. Next meeting June 11 <sup>th</sup> at Buchanan Center. 5:15 p.m. – 7:30 p.m.	RSVP to S. Baxter

Respectfully Submitted,

Gloria Bent

## MINUTES

### Mansfield Advisory Committee on Persons with Disabilities

Regular Meeting - Tuesday May 26, 2009

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

I. Recording Attendance:

Present: K. Grunwald (staff), J. Blanshard, J. Tanner,  
W. Gibbs (Chair), K.A. Easley, C. Colon-Semenza

Regrets: J. Sidney

II. Approval of Minutes: The minutes for the April 28,  
2009 meeting were approved as written.

III. New Business (other added by majority vote)

- a. Data on people with disabilities: K. Easley looked into statewide data on residents with disabilities. She contacted Stan Kosloski, but he did not have access to data. She searched census data, and found some 2005 data from the Center for Personal Assistance Services. Questions: how to define disability, specific age group, etc.? She contacted several other agencies to gather data. In general there is a lack of statistics kept in this area. The State Bureau of Rehabilitation Services collects data on people served. The question is how to show data on the number of people impacted in this community. W. Gibbs

reported that 9-11% of students at UConn have disability. Census data shows that approximately 7% of the population of Tolland County have a disability. How can this information be used to demonstrate the potential impact of this committee? K. Easley made some suggestions as to how this committee can go about starting to gather data and look at opportunities to affect change. J. Tanner and J. Blanshard suggested that they could start to informally survey residents of town who would benefit from changes to access. J. Blanshard suggested possibly developing a survey. She will also ask if T.C. Karmel would be willing to do a story on this. Another suggestion was to put a question on the web site. K. Grunwald will check and see if this is possible to do, will look into Survey Monkey, and will also contact Brenda Sullivan at Mansfield Today. Look at a combination of publicizing the work of this committee and collecting data. Also contact the Board of Education to get a sense of how many students have disabilities. J. Tanner suggested posting an ad in the Chronicle as a way of soliciting information; list information about the web site. There was some discussion about benefits that are available.

b. "Other"

#### IV. Old Business

a. Accessible Parking Fines/Signs: K. Grunwald and J. Tanner attended a meeting of the Traffic Authority. There were some concerns raised about the fact that accessible spaces at the Community Center will not be moved.

- b. Storrs Post Office Follow-Up: K. Grunwald reported that he will follow up with a letter to the Director of Consumer Affairs.
- c. Whispering Glen Development Follow-Up: K. Grunwald presented a draft letter that he had written to the developer. K. Easley suggested that not all units would be built as accessible. C. Colon-Semenza feels that it would be realistic to offer this as a pre-construction option. J. Tanner suggested that the word be changed to "many." Some discussion about the intent. K. Grunwald will check with Greg Padick and get the proper terminology for the letter.
- d. Status of other accessibility issues previously identified: none.

V. Adjournment: meeting adjourned at 3:35 PM.

Respectfully submitted,  
Kevin Grunwald

Leadership Work Group Meeting  
June 11, 2009

Present: Maura Baker, Marianne Barton, Sandy Baxter, Terry Berthelot, Kathy Dorgan, Rebecca Fields, Jane Goldman, Lisa Grossman, Kevin Grunwald, Jessica Higham, Katherine Paulhas, Lisa Stoughton, Becky Tanner, Lisa Young.

Regrets: Gloria Bent, Joe McLaughlin, Robb Miller, Raluca Mocanu, Jeff Osleeb, Melinda Perkins, Sue Zacharie.

The meeting was called to order by Terry Berthelot at 5:33 p.m. The minutes of the meeting of May 28<sup>th</sup> were reviewed and accepted as submitted.

Lisa then led the group through a review of the financing plan for the strategies previously agreed upon. The group was able to develop estimates of the cost of implementing about half of the planned strategies and sub-strategy ideas for the first year of implementation. Discussion focused on the fact that several of the proposed sub-strategy ideas required additional data. The group discussed the need for more information about access to health care information including the availability of prenatal care, developmental screening and social services, as well as the availability of information regarding health and wellness. Opportunities to collect the needed information appear to be available through Mansfield School nurses, case managers at Windham Hospital and other existing community resources.

The group also discussed using existing service providers and public information resources (e.g the Preschool Fun Fair, the Library, the Know Your Town Fair) to disseminate information related to health care coverage for Mansfield families. Group members suggested soliciting help from the University community to provide translation services and from the Town to provide in-kind printing services to develop and print brochures.

The group discussed the possibility of expanding Dial a Ride service to include regular trips to Windham Hospital to support participation in parent-infant support groups and other hospital based services for young families.

At the end of the meeting, the group briefly discussed strategies to introduce the plan to Mansfield residents and interested stakeholders. Group members were asked to develop a list of interested community partners who might be invited to review the plan, and forward suggestions to Sandy.

The meeting adjourned at 7:45 p.m. The next and final meeting of the LWG is scheduled for Thursday June 25 at 5:15 p.m.

Respectfully submitted,  
Marianne L. Barton

Dear Council Members,

It is my understanding that due to constraints the Town Council has placed on the library, the library will no longer be able to offer their Toddler Time program on Friday mornings. As a citizen of Mansfield I am asking you to allow the library to continue this program, and others as they see fit, rather than require the library to operate under their current hours. I understand there have been budget cuts, and with this I am not arguing, I only ask that you allow the library to operate at their best discretion.

I find Toddler Time to be a very valuable program. It allows children of mixed ages to learn and play together, developing social as well as gross and fine motor skills. The program also helps lay the foundations for early reading and school readiness. Toddler Time is one of the highlights of my child's week.

Thank you,



CARISSA RUTKAUSKAS  
171 Mt Hope Rd  
MANSFIELD CENTER, CT 06250

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Thank you,

Michele Boskovic. 11 Michele Lane, Mansfield, CT 06250 

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Thank you,

*Bryan A. Connolly*  
Bryan A. Connolly  
87 Bassett's Bridge Rd.  
Mansfield Ctg, CT 06250  
860-423-8305

REC'D JUL 07

Dear Council Members,

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Thank you,

Beth Doyle  
92 Summit Rd.  
Mansfield, CT  
06268

**Sara-Ann Chainé**

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**From:** Paula Blood [paulablood@sbcglobal.net]

**Sent:** Friday, June 26, 2009 6:36 PM

**To:** Town Mngr

Dear council Members,

It is my understanding that due to the constraints the Town Council has placed on the library, the library will no longer be able to offer their Toddler Time program on Friday mornings. As a citizen of Mansfield I am asking you to allow the library to continue this program and others as they see fit rather than require the library to operate under their current hours. I understand there have been budget cuts, and with this I am not arguing, I only ask that you allow the library to operate at their best discretion.

I find Toddler Time to be a very valuable program. It allows children of mixed ages to learn and play together, developing social as well as gross and fine motor skills. The program also helps lay the foundations for early reading and school readiness. Toddler Time is one of the highlights of my child's week and it also gives parents a chance to interact with other parents and get out of the house.

Thank you

Paula Blood

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**TOWN OF MANSFIELD  
PLANNING AND ZONING COMMISSION**

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AUDREY P. BECK BUILDING  
FOUR SOUTH EAGLEVILL ROAD  
STORRS, CT 06268  
(860) 429-3330

Friday, June 19, 2009

To: Town Council  
From: Planning and Zoning Commission  
Re: PZC Member Vacancy: Mansfield Community Quality of Life Committee



The Mansfield Planning and Zoning Commission discussed the vacancy on the Mansfield Community Quality of Life Committee. Presently none of us is able to commit the time required to responsibly fill this vacancy.

**PAGE  
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4 South Eagleville Road • Mansfield CT 06268 • Tel: (860) 429-3325 • Fax: (860) 429-3321 • Web: [www.EHHD.org](http://www.EHHD.org)

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MEMO

To: Professional Engineers, Licensed Septic Installers, Home Builders & Other Interested Parties

From: Robert Miller, MPH, RS  
Director of Health

Date: June 25, 2009

Re: Fee Schedule

Attached please find our new fee schedule effective July 1, 2009.

You can find revised forms reflecting this change on our website ([www.ehhd.org](http://www.ehhd.org)) or at any of our satellite offices on or after July 1, 2009.

If you have any questions, please do not hesitate to call Maria Remy at 429-3325.

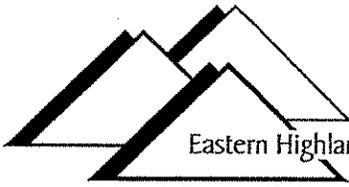
Thank you,



Robert L. Miller, MPH, RS  
Director of Health

mlr  
Attachment

cc: EHHD Sanitarians  
Town Managers/First Selectmen



Eastern Highlands Health District

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

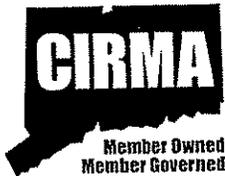
## **Fee Schedule – FY 09 - 10**

Effective July 1, 2009

<b><u>Service Activity</u></b>	<b><u>Fee</u></b>
Food Establishment License	
Class I	\$105.00
Class II	\$130.00
Class III	\$185.00
Class IV	\$265.00
Temporary	\$ 40.00
Re-Inspection	\$ 50.00
2 <sup>nd</sup> Re-inspection	\$100.00
Food Establishment Plan Review Fees Per Plan	
Class I & II	\$130.00
Class III & IV	\$210.00
Subsurface Sewage Disposal	
Permit – New	\$150.00
Permit – Major Repair	\$150.00
Permit – Minor Repair	\$ 60.00
Permit – Design Flow >2000 GPD	\$300.00
Percolation (perc) Test	\$ 75.00
Deep Hole Test (fee includes 3 pits per site)	\$ 85.00
Each Additional Pit	\$ 20.00
Subdivision Plan Review (per lot)	\$ 90.00
(Fee includes review of one set of revisions)	
Subdivision Plan Revisions Reviewed (per lot)	\$ 30.00
(Fee is for each added set of revisions)	
Plan Review (per plan)	\$ 90.00
Review plans revised more than once	\$ 30.00
Plan Review for Tank Replacement	\$ 40.00
B100a Review (Building/Zoning Permit)	\$ 40.00
Septic Tank/System Abandonment	\$ 50.00
Miscellaneous	
Well Permit	\$ 90.00
Mortgage Inspection/Report for FHA,VA	\$ 50.00
Commercial Bank Mortgage Inspection/Report	\$100.00
Group Home/Daycare Inspection	\$ 70.00
Lead Inspection per Sanitarian	\$65/hour
Family Campground Inspection	\$100.00
Cosmetology Inspection	
Small	\$ 50.00
Large	\$150.00

***Preventing Illness & Promoting Wellness for Communities in Eastern Connecticut***

Andover – Ashford – Bolton – Chaplin – Columbia – Coventry – Mansfield – Scotland – Tolland – Willington



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New Haven, Connecticut 06510-2807  
Telephone: 203-946-3700 | Fax: 203-773-6971  
www.cirma.org

**RECEIVED**  
JUN 24 2009

June 22, 2009

Ms. Maria Capriola  
Assistant to the Town Manager  
Town of Mansfield  
Beck Municipal Building  
4 South Eagleville Road  
Storrs, CT 06268

Item # 11

Dear Maria,

As the 2008-09 policy year comes to a close, we wanted to take this opportunity to thank you for the commitment, time and energy necessary to maximize the accomplishments made by the collective efforts of the Operations and Underwriting Committee. Whether you are a long-time member or have just joined us, your expertise and experience are truly valued. In the past year, this Committee has provided significant input and succinct direction regarding many issues of importance to our membership; they include:

- CIRMA rate need for both Workers' Compensation and Liability-Auto-Property pools
- State mandated LEED standards and Increased Cost of Construction
- Student Interns as Insureds
- Garagekeepers-related Liability
- Cyber Risk
- Environmental Coverage
- Remarketing of Liability Excess Coverage

Our work continues in the 2009-10 policy year as we continue to investigate ways to enhance CIRMA's coverages and services to better address the needs of our members. This is one of the many ways CIRMA distinguishes itself.

As always, if you have other topics or issues you would like to bring to the Committee, or if you know a colleague who would like to join us, I would look forward to hearing from you.

Sincerely,

Steve Bixler  
Vice President of Underwriting,  
Marketing and Member Relations  
and CIRMA Underwriting Staff

*Thank you!*

Cc: Matthew Hart, Town Manager



**PAGE  
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Connecticut Water Company  
93 West Main Street  
Clinton, CT 06413-1600

Office: 860.669.8636  
Fax: 860.669.9326  
Customer Service: 800.286.5700



Item #12

July 1, 2009

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

Dear Matthew:

I am forwarding a copy of the *2008 Water Quality Report* recently mailed to Connecticut Water customers. This report, which complies with the Consumer Confidence Report provision of the Safe Drinking Water Act, provides consumers with important information about their tap water, based on more than 170,000 water quality tests. The test results confirm that the water delivered to Connecticut Water customers continues to be safe, high quality and meets or is better than required by state and federal drinking water standards.

Providing high quality drinking water will only satisfy our customers if we also provide the highest quality customer service. We are committed to continuously improving our service and conduct a mid- and year-end customer phone survey using an independent research firm. Connecticut Water consistently scores well, and we look forward to maintaining and even improving last year's overall Customer Satisfaction Rating of 88 percent, which is considered world class.

As a company we are proud of our water quality and customer service and know that these results are only possible because of the work of our 200+ employees who work hard each and every day to deliver quality water and service to our customers.

In addition, so you are aware of the information we are providing to our customers, I am also enclosing the most recent issue of the customer newsletter *Dialogue* and special insert describing the Water Infrastructure and Conservation Adjustment Charge (WICA). The inserts provide information about the company's unprecedented action to voluntarily reduce rates by \$600,000 or 1.8 percent for a six month period through December 31, 2009; and the WICA charge of 0.95 percent as of July 2, 2009. The timing of the temporary credit on customers' bills coincides with the addition of a WICA charge, which is more than offset for six months by the credit.

I hope you find the information a useful resource should local citizens have questions. If you have any questions, or want to meet in person to discuss this, please feel free to call me at 1-800-428-3985 Ext. 3055. Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read "Maureen P. Westbrook".

Maureen P. Westbrook  
Vice President  
Customer and Regulatory Affairs

*2008 Annual Drinking Water Quality Report*  
**Connecticut Water Company -  
Birchwood Heights Division**

Mansfield, CT  
PWSID #CT0780121

We're pleased to present to you our Annual Drinking Water Quality Report, also known as the Consumer Confidence Report. This report, a requirement of the 1996 amendments to the Safe Drinking Water Act, is designed to inform you about the quality water and services we deliver to you every day. Our constant goal is to provide you with a safe and dependable supply of drinking water. We want you to understand the efforts we make to continually improve the water treatment process and protect our water resources. We are committed to ensuring the quality of your water.

**Water Source**

Our water source consists of four bedrock groundwater wells located on Birchwood Road. Our system serves a population of 50 residents through 20 service connections. Our certified lab was Phoenix Environmental Laboratories, Inc.

We do not require treatment at this time. Over the past year, our system underwent routine maintenance. At this time, we do not have any projects scheduled in the near future. We currently do not have any regularly scheduled meetings, however, if you have any questions about this report or concerning your water system, please contact Customer Service, Connecticut Water Company at mailing address 93 West Main Street, Clinton, CT 06413 or at telephone number 860-669-8630 or 800-428-3985. We want our valued customers to be informed about their water system.

**Source Water Protection**

Source water is untreated water from streams, rivers, lakes, or underground aquifers that is used to supply public drinking water. Preventing drinking water contamination at the source makes good public health sense, good economic sense, and good environmental sense. You can be aware of the challenges of keeping drinking water safe and take an active role in protecting drinking water. There are lots of ways that you can get involved in drinking water protection activities to prevent the contamination of the ground water source. Dispose properly of household chemicals, help clean up the watershed that is the source of your community's water, attend public meetings to ensure that the community's need for safe drinking water is considered in making decisions about land use. Contact our office for more information on source water protection, or contact the Environmental Protection Agency (EPA) at 1.800.426.4791. You may also find information on EPA's website at <http://cfpub.epa.gov/safewater/sourcewater/>.

A source water assessment report was recently completed by the Connecticut Department of Public Health, Drinking Water Division. The completed Assessment report is available for access on the Drinking Water Division's web site: [http://www.ct.gov/dph/cwp/view.asp?a=3139&q=398262&dphNav\\_GID=1824](http://www.ct.gov/dph/cwp/view.asp?a=3139&q=398262&dphNav_GID=1824). The assessment found that this public drinking water source has a low susceptibility to potential sources of contamination. Additional source water assessment information can be found at the Environmental Protection Agency's website: <http://cfpub.epa.gov/safewater/sourcewater/>.

**Water Quality**

Connecticut Water Company – Birchwood Heights Division routinely monitors for contaminants in your drinking water according to Federal and State laws. The following table shows any detection resulting from our monitoring for the period of January 1<sup>st</sup> to December 31<sup>st</sup>, 2008. It's important to remember that the presence of these contaminants does not necessarily pose a health risk.

The sources of drinking water include rivers, lakes, ponds and wells. As water travels over the surface of the land or through the ground, it dissolves naturally occurring minerals and radioactive material and can pick up substances resulting from human or animal activity. All sources of drinking water are subject to potential contamination by substances that are naturally occurring or man made. Contaminants that may be present in source water include:

**Microbial contaminants**, such as viruses and bacteria, may come from sewage treatment plants, septic systems, agricultural livestock operations, and wildlife.

**Inorganic contaminants**, such as salts and metals, can be naturally occurring or result from urban storm water runoff, industrial or domestic wastewater discharges, oil and gas production, mining, or farming.

**Pesticides and herbicides** may come from a variety of sources such as agriculture, urban storm water runoff, and residential uses.

**Organic chemical contaminants**, including synthetic and volatile organic chemicals, are by-products of industrial processes and petroleum production, and can also come from gas stations, urban storm water runoff, and septic systems.

**Radioactive contaminants** can be naturally-occurring or be the result of oil and gas production and mining activities.

In order to ensure that tap water is safe to drink, U.S. Environmental Protection Agency (EPA) prescribes regulations which limit the amount of certain contaminants in water provided by public water systems. U.S. Food and Drug Administration (FDA) regulations establish limits for contaminants in bottled water which must provide the same protection for public health.

The table below lists all of the drinking water contaminants that were detected through out water quality monitoring and testing. The presence of contaminants in the water does not necessarily indicate that the water poses a health risk.

### TEST RESULTS

Unless otherwise noted, testing was done in 2008.

Contaminant	Violation Y/N	Level Detected	Unit Measurement	MCLG	MCL	Likely Source of Contamination
<b>Microbiological Contaminants</b>						
Total Coliform Bacteria	N	0 positive	Highest monthly # of positive samples	0 positive	1 positive	Naturally present in the environment
Turbidity (4/28/08)	N	2.55	ntu	n/a	TT	Soil runoff
<b>Radioactive Contaminants</b>						
Gross alpha (1/9/06)	N	4.176	pCi/l	0	15	Erosion of natural deposits
Uranium (1/9/06)	N	7.2	µg/l	0	30	Erosion of natural deposits
<b>Inorganic Contaminants</b>						
Barium (1/9/06)	N	0.006	ppm	2	2	Erosion of natural deposits
Cadmium (1/9/06)	N	3.0	ppb	5	5	Corrosion of galvanized pipes; erosion of natural deposits; discharge from metal refineries; runoff from waste batteries and paints
Chromium (1/9/06)	N	2.0	ppb	100	100	Discharge from steel and pulp mills; erosion of natural deposits
Copper* (8/18/06)	N	0.252	ppm	1.3	AL=1.3	Corrosion of household plumbing systems; erosion of natural deposits
Fluoride (2004)	N	0.26	ppm	4	4	Erosion of natural deposits; water additive which promotes strong teeth
Lead* (8/18/06)	N	7.3	ppb	0	AL=15	Corrosion of household plumbing systems, erosion of natural deposits

Nitrate (as Nitrogen) (1/7/08)	N	0.45	ppm	10	10	Runoff from fertilizer use; leaching from septic tanks, sewage; erosion of natural deposits
* = Reported results are the 90 <sup>th</sup> percentile value (the value that 90% of all samples are less than).						
<b>Disinfection By-Products</b>						
Total Trihalomethanes [TTHM] (2006)	N	RAA = 0.275	ppb	0	80	By-product of drinking water chlorination
<b>Unregulated Contaminants (contaminants with a health advisory)</b>						
<b>Contaminant</b>	<b>Level Detected</b>	<b>Unit Measurement</b>	<b>DWEL</b>	<b>Likely Source of Contamination</b>		
Chloride (1/9/06)	28.0	ppm	250	Erosion of natural deposits, Storm water runoff containing road salt		
Sodium (1/9/06)	17.0	ppm	28	Erosion of natural deposits, urban storm runoff		
Sulfate (1/9/06)	27.0	ppm	250	Erosion of natural deposits, urban storm runoff		

Note: The state allows us to monitor for some contaminants less than once per year because the concentrations of these contaminants do not change frequently. Not all contaminants are tested for every year due to monitoring waivers and therefore we must use the most recent round of sampling. Some of our data is more than one year old, however, is limited to no older than 5 years.

**Units:**  
*Parts per million (ppm) or Milligrams per liter (mg/l)* - one part per million corresponds to one minute in two years or a single penny in \$10,000.  
*Parts per billion (ppb) or Micrograms per liter* - one part per billion corresponds to one minute in 2,000 years, or a single penny in \$10,000,000.  
*Picocuries per liter (pCi/L)* - picocuries per liter is a measure of the radioactivity in water.  
*Micrograms per Liter (µg/l)* - a measure of radioactivity in water.  
*Millirems per year (mrem/year)* - a measure of radiation absorbed by the water.  
*Nephelometric Turbidity Unit (NTU)* - nephelometric turbidity unit is a measure of the clarity of water. Turbidity in excess of 5 NTU is just noticeable to the average person.

**Definitions:**

*Action Level (AL)* - the concentration of a contaminant which, if exceeded, triggers treatment or other requirements which a water system must follow.  
*Treatment Technique (TT)* - A treatment technique is a required process intended to reduce the level of a contaminant in drinking water.  
*Million Fibers per Liter (MFL)* - million fibers per liter is a measure of the presence of asbestos fibers that are longer than 10 micrometers.  
*Maximum Contaminant Level (MCL)* - The MCL is the highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.  
*Maximum Contaminant Level Goal (MCLG)* - The MCLG is the level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety.  
*Drinking Water Equivalent Level (DWEL)* - A lifetime exposure concentration protective of adverse, non-cancer health effects, that assumes all of the exposure to a contaminant is from a drinking water source.  
*Maximum Residual Disinfectant Level (MRDL)* - The highest level of a disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants.  
*Maximum Residual Disinfectant Level Goal (MRDLG)* - The level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLGs do not reflect the benefits of the use of disinfectants to control microbial contaminants.  
*Running Annual Average (RAA)* - The average of all monthly or quarterly samples for the last year at all sample locations.  
*Non Detect (ND)* - The contaminant was not detected.  
*Not Applicable, Not Established (N/A)*

**IMPORTANT INFORMATION:**

*Lead - Major Sources in Drinking Water:* Corrosion of household plumbing systems; erosion of natural deposits.  
*Health Effects Statement:* Infants and children who drink water containing lead in excess of the action level could experience delays in their physical or mental development. Children could show slight deficits in attention span and learning abilities. Adults who drink this water over many years could develop kidney problems or high blood pressure.  
*Copper - Major Sources in Drinking Water:* Corrosion of household plumbing systems; erosion of natural deposits; leaching from wood preservatives  
*Health Effects Statement:* Copper is an essential nutrient, but some people who drink water containing copper in excess of the action level over a relatively short amount of time could experience gastrointestinal distress. Some people who drink water containing copper in excess of the action level over many years could, suffer liver or kidney damage. People with Wilson's Disease should consult their personal doctor.

**Gross Alpha:** *If the results of this sample had been above 5 pCi/L, our system would have been required to complete additional testing for radium. Because the results were below 5 pCi/L, no testing for radium was required.*

**Lead/Copper:** *Action levels are measured at consumer's tap. 90% of the tests must be equal to or below the action level; therefore, the listed results above have been calculated and are listed as the 90<sup>th</sup> percentile.*

**Nitrate:** *Nitrate in drinking water at levels above 10 ppm is a health risk for infants of less than six months of age. High nitrate levels in drinking water can cause blue baby syndrome. Nitrate levels may rise quickly for short periods of time because of rainfall or agricultural activity. If you are caring for an infant you should ask advice from your health care provider.*

**Total Coliform Bacteria** - *Reported as the highest monthly number of positive samples, for water systems that take < 40 samples per month. Coliforms are bacteria which are naturally present in the environment and are used as an indicator that other, potentially-harmful bacteria may be present. Our tests have all been negative.*

**Turbidity:** *Turbidity has no health effects. However, turbidity can interfere with disinfection and provide a medium for microbial growth. Turbidity may indicate the presence of disease-causing organisms. These organisms include bacteria, viruses, and parasites that can cause symptoms such as nausea, cramps, diarrhea, and associated headaches.*

As you can see by the table, our system had no violations. We're proud that your drinking water meets all Federal and State requirements. The EPA has determined that your water IS SAFE at these levels.

All drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that the water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the Environmental Protection Agency's Safe Drinking Water Hotline at 1-800-426-4791.

For most people, the health benefits of drinking plenty of water outweigh any possible health risk from these contaminants. However, some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. EPA/Center of Disease Control (CDC) guidelines on appropriate means to lessen the risk of infection by cryptosporidium and other microbiological contaminants are available from the Safe Drinking Water Hotline (800-426-4791).

If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. We are responsible for providing high quality drinking water, but cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for thirty (30) seconds to two (2) minutes before using water for drinking or cooking. If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline or at <http://www.epa.gov/safewater/lead>.

We, at Connecticut Water Company – Birchwood Heights Division, work hard to provide top quality water to every tap. Water is a limited resource so it is vital that we all work together to maintain it and use it wisely. We ask that all our customers help us protect and preserve our drinking water resources, which are the heart of our community, our way of life, and our children's future. Please contact us with any questions. Thank you for working together for safe drinking water.

*2008 Annual Drinking Water Quality Report*  
**Connecticut Water Company -  
Crystal Springs Division**

Mansfield, CT  
PWSID #CT0787011

We're pleased to present to you our Annual Drinking Water Quality Report, also known as the Consumer Confidence Report. This report, a requirement of the 1996 amendments to the Safe Drinking Water Act, is designed to inform you about the quality water and services we deliver to you every day. Our constant goal is to provide you with a safe and dependable supply of drinking water. We want you to understand the efforts we make to continually improve the water treatment process and protect our water resources. We are committed to ensuring the quality of your water.

**Water Source**

Our water source consists of two bedrock groundwater wells located on Route 32. Our system serves a population of 115 residents through 39 service connections. Our certified lab was Phoenix Environmental Laboratories, Inc.

We do not require treatment at this time. Over the past year, our system underwent routine maintenance. At this time, we do not have any projects scheduled in the near future. We currently do not have any regularly scheduled meetings, however, if you have any questions about this report or concerning your water system, please contact Customer Service, Connecticut Water Company at mailing address 93 West Main Street, Clinton, CT 06413 or at telephone number 860-669-8630 or 800-428-3985. We want our valued customers to be informed about their water system.

**Source Water Protection**

Source water is untreated water from streams, rivers, lakes, or underground aquifers that is used to supply public drinking water. Preventing drinking water contamination at the source makes good public health sense, good economic sense, and good environmental sense. You can be aware of the challenges of keeping drinking water safe and take an active role in protecting drinking water. There are lots of ways that you can get involved in drinking water protection activities to prevent the contamination of the ground water source. Dispose properly of household chemicals, help clean up the watershed that is the source of your community's water, attend public meetings to ensure that the community's need for safe drinking water is considered in making decisions about land use. Contact our office for more information on source water protection, or contact the Environmental Protection Agency (EPA) at 1.800.426.4791. You may also find information on EPA's website at <http://cfpub.epa.gov/safewater/sourcewater/>.

A source water assessment report was recently completed by the Connecticut Department of Public Health, Drinking Water Division. The completed Assessment report is available for access on the Drinking Water Division's web site: [http://www.ct.gov/dph/cwp/view.asp?a=3139&q=398262&dphNav\\_GID=1824](http://www.ct.gov/dph/cwp/view.asp?a=3139&q=398262&dphNav_GID=1824). The assessment found that this public drinking water source has a low susceptibility to potential sources of contamination. Additional source water assessment information can be found at the Environmental Protection Agency's website: <http://cfpub.epa.gov/safewater/sourcewater/>.

**Water Quality**

Connecticut Water Company – Crystal Springs Division routinely monitors for contaminants in your drinking water according to Federal and State laws. The following table shows any detection resulting from our monitoring for the period of January 1<sup>st</sup> to December 31<sup>st</sup>, 2008. It's important to remember that the presence of these contaminants does not necessarily pose a health risk.

The sources of drinking water include rivers, lakes, ponds and wells. As water travels over the surface of the land or through the ground, it dissolves naturally occurring minerals and radioactive material and can pick up

substances resulting from human or animal activity. All sources of drinking water are subject to potential contamination by substances that are naturally occurring or man made. Contaminants that may be present in source water include:

**Microbial contaminants**, such as viruses and bacteria, may come from sewage treatment plants, septic systems, agricultural livestock operations, and wildlife.

**Inorganic contaminants**, such as salts and metals, can be naturally occurring or result from urban storm water runoff, industrial or domestic wastewater discharges, oil and gas production, mining, or farming.

**Pesticides and herbicides** may come from a variety of sources such as agriculture, urban storm water runoff, and residential uses.

**Organic chemical contaminants**, including synthetic and volatile organic chemicals, are by-products of industrial processes and petroleum production, and can also come from gas stations, urban storm water runoff, and septic systems.

**Radioactive contaminants** can be naturally-occurring or be the result of oil and gas production and mining activities.

In order to ensure that tap water is safe to drink, U.S. Environmental Protection Agency (EPA) prescribes regulations which limit the amount of certain contaminants in water provided by public water systems. U.S. Food and Drug Administration (FDA) regulations establish limits for contaminants in bottled water which must provide the same protection for public health.

The table below lists all of the drinking water contaminants that were detected through out water quality monitoring and testing. The presence of contaminants in the water does not necessarily indicate that the water poses a health risk.

<b>TEST RESULTS</b>						
Unless otherwise noted, testing was done in 2008.						
Contaminant	Violation Y/N	Level Detected	Unit Measurement	MCLG	MCL	Likely Source of Contamination
<b>Microbiological Contaminants</b>						
Total Coliform Bacteria	N	0 positive	Highest monthly # of positive samples	0 positive	1 positive	Naturally present in the environment
Turbidity (9/2/08)	N	0.82	ntu	n/a	TT	Soil runoff
<b>Radioactive Contaminants</b>						
Gross alpha (1/25/08)	N	4.0	pCi/l	0	15	Erosion of natural deposits
Uranium (6/5/08)	N	4.90	µg/l	0	30	Erosion of natural deposits
<b>Inorganic Contaminants</b>						
Barium (1/31/06)	N	0.006	ppm	2	2	Erosion of natural deposits
Chromium (1/31/06)	N	2.0	ppb	100	100	Discharge from steel and pulp mills; erosion of natural deposits
Copper* (6/28/06)	N	0.024	ppm	1.3	AL=1.3	Corrosion of household plumbing systems; erosion of natural deposits
Cyanide (2004)	N	16.0	ppb	200	200	Discharge from steel/metal factories; discharge from plastic and fertilizer factories
Fluoride (1/31/06)	N	0.76	ppm	4	4	Erosion of natural deposits; water additive which promotes strong teeth
Nitrate (as Nitrogen) (1/25/08)	N	0.55	ppm	10	10	Runoff from fertilizer use; leaching from septic tanks, sewage; erosion of natural deposits
* = Reported results are the 90 <sup>th</sup> percentile value (the value that 90% of all samples are less than).						
<b>Unregulated Contaminants (contaminants with a health advisory)</b>						

Contaminant	Level Detected	Unit Measurement	DWEL	Likely Source of Contamination
Chloride (1/31/06)	3.80	ppm	n/a	Erosion of natural deposits, Storm water runoff containing road salt
Sodium (1/31/06)	13.30	ppm	n/a	Erosion of natural deposits, urban storm runoff
Sulfate (1/31/06)	17.0	ppm	250	Erosion of natural deposits, urban storm runoff

**Note:** The state allows us to monitor for some contaminants less than once per year because the concentrations of these contaminants do not change frequently. Not all contaminants are tested for every year due to monitoring waivers and therefore we must use the most recent round of sampling. Some of our data is more than one year old, however, is limited to no older than 5 years.

**Units:**

*Parts per million (ppm) or Milligrams per liter (mg/l)* - one part per million corresponds to one minute in two years or a single penny in \$10,000.

*Parts per billion (ppb) or Micrograms per liter* - one part per billion corresponds to one minute in 2,000 years, or a single penny in \$10,000,000.

*Picocuries per liter (pCi/L)* - picocuries per liter is a measure of the radioactivity in water.

*Micrograms per Liter (µg/l)* - a measure of radioactivity in water.

*Millirems per year (mrem/year)* - a measure of radiation absorbed by the water.

*Nephelometric Turbidity Unit (NTU)* - nephelometric turbidity unit is a measure of the clarity of water. Turbidity in excess of 5 NTU is just noticeable to the average person.

**Definitions:**

*Action Level (AL)* - the concentration of a contaminant which, if exceeded, triggers treatment or other requirements which a water system must follow.

*Treatment Technique (TT)* - A treatment technique is a required process intended to reduce the level of a contaminant in drinking water.

*Million Fibers per Liter (MFL)* - million fibers per liter is a measure of the presence of asbestos fibers that are longer than 10 micrometers.

*Maximum Contaminant Level (MCL)* - The MCL is the highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.

*Maximum Contaminant Level Goal (MCLG)* - The MCLG is the level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety.

*Drinking Water Equivalent Level (DWEL)* - A lifetime exposure concentration protective of adverse, non-cancer health effects, that assumes all of the exposure to a contaminant is from a drinking water source.

*Maximum Residual Disinfectant Level (MRDL)* - The highest level of a disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants.

*Maximum Residual Disinfectant Level Goal (MRDLG)* - The level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLGs do not reflect the benefits of the use of disinfectants to control microbial contaminants.

*Running Annual Average (RAA)* - The average of all monthly or quarterly samples for the last year at all sample locations.

*Non Detect (ND)* - The contaminant was not detected.

*Not Applicable, Not Established (N/A)*

**IMPORTANT INFORMATION:**

**Lead - Major Sources in Drinking Water:** Corrosion of household plumbing systems; erosion of natural deposits.

**Health Effects Statement:** Infants and children who drink water containing lead in excess of the action level could experience delays in their physical or mental development. Children could show slight deficits in attention span and learning abilities. Adults who drink this water over many years could develop kidney problems or high blood pressure.

**Copper - Major Sources in Drinking Water:** Corrosion of household plumbing systems; erosion of natural deposits; leaching from wood preservatives

**Health Effects Statement:** Copper is an essential nutrient, but some people who drink water containing copper in excess of the action level over a relatively short amount of time could experience gastrointestinal distress. Some people who drink water containing copper in excess of the action level over many years could, suffer liver or kidney damage. People with Wilson's Disease should consult their personal doctor.

**Gross Alpha:** Certain minerals are radioactive and may emit a form of radiation known as alpha radiation. Some people who drink water containing alpha emitters in excess of the MCL over many years may have an increased risk of getting cancer.

**Lead/Copper:** Action levels are measured at consumer's tap. 90% of the tests must be equal to or below the action level; therefore, the listed results above have been calculated and are listed as the 90<sup>th</sup> percentile.

**Nitrate:** Nitrate in drinking water at levels above 10 ppm is a health risk for infants of less than six months of age. High nitrate levels in drinking water can cause blue baby syndrome. Nitrate levels may rise quickly for short periods of time because of rainfall or agricultural activity. If you are caring for an infant you should ask advice from your health care provider.

**Total Coliform Bacteria** - Reported as the highest monthly number of positive samples, for water systems that take < 40 samples per month. Coliforms are bacteria which are naturally present in the environment and are used as an indicator that other, potentially-harmful bacteria may be present. Our tests have all been negative.

**Turbidity:** Turbidity has no health effects. However, turbidity can interfere with disinfection and provide a medium for microbial growth. Turbidity may indicate the presence of disease-causing organisms. These organisms include bacteria, viruses, and parasites that can cause symptoms such as nausea, cramps, diarrhea, and associated headaches.

**Uranium:** The U.S. EPA adopted the new MCL standard of 30 µg/L (ppb), in December 2000. Water systems must meet this new standard by December 2003.

### **Radionuclide Monitoring Reduction**

In 2008, our system submitted the required radionuclide results collected during the initial monitoring phase to the Connecticut Department of Public Health's Drinking Water Section. In June 2008, a review of those results shows that the running annual average (RAA) was below the respective Maximum Contaminant Level for each required parameters (gross alpha, combined radium-226 & -228, and uranium) for Entry Point (WSFID: 00700). Therefore, future monitoring will be reduced to the base requirement of once every three years. The next compliance sample must be collected during the January 1, 2011 to December 31, 2013 monitoring period.

As you can see by the table, our system had no violations. We're proud that your drinking water meets or exceeds all Federal and State requirements. The EPA has determined that your water IS SAFE at these levels.

All drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that the water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the Environmental Protection Agency's Safe Drinking Water Hotline at 1-800-426-4791.

For most people, the health benefits of drinking plenty of water outweigh any possible health risk from these contaminants. However, some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. EPA/Center of Disease Control (CDC) guidelines on appropriate means to lessen the risk of infection by cryptosporidium and other microbiological contaminants are available from the Safe Drinking Water Hotline (800-426-4791).

If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. We are responsible for providing high quality drinking water, but cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for thirty (30) seconds to two (2) minutes before using water for drinking or cooking. If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline or at <http://www.epa.gov/safewater/lead>.

We, at Connecticut Water Company – Crystal Springs Division, work hard to provide top quality water to every tap. Water is a limited resource so it is vital that we all work together to maintain it and use it wisely. We ask that all our customers help us protect and preserve our drinking water resources, which are the heart of our community, our way of life, and our children's future. Please contact us with any questions. Thank you for working together for safe drinking water.

# *2008 Annual Drinking Water Quality Report*

## **Connecticut Water Company – Pinewoods Lane Division**

Mansfield, CT  
PWSID #CT0780081

We're pleased to present to you our Annual Drinking Water Quality Report, also known as the Consumer Confidence Report. This report, a requirement of the 1996 amendments to the Safe Drinking Water Act, is designed to inform you about the quality water and services we deliver to you every day. Our constant goal is to provide you with a safe and dependable supply of drinking water. We want you to understand the efforts we make to continually improve the water treatment process and protect our water resources. We are committed to ensuring the quality of your water.

### **Water Source**

Our water source consists of one bedrock groundwater well located on Pinewoods Lane. We currently have no secondary water source. Our system serves a population of 72 residents through 18 service connections. Our certified lab was Phoenix Environmental Laboratories, Inc.

We do not require treatment at this time. Over the past year, our system underwent routine maintenance. At this time, we do not have any projects scheduled in the near future. We currently do not have any regularly scheduled meetings, however, if you have any questions about this report or concerning your water system, please contact Customer Service, Connecticut Water Company at mailing address 93 West Main Street, Clinton, CT 06413 or at telephone number 860-669-8630 or 800-428-3985. We want our valued customers to be informed about their water system.

### **Source Water Protection**

Source water is untreated water from streams, rivers, lakes, or underground aquifers that is used to supply public drinking water. Preventing drinking water contamination at the source makes good public health sense, good economic sense, and good environmental sense. You can be aware of the challenges of keeping drinking water safe and take an active role in protecting drinking water. There are lots of ways that you can get involved in drinking water protection activities to prevent the contamination of the ground water source. Dispose properly of household chemicals, help clean up the watershed that is the source of your community's water, attend public meetings to ensure that the community's need for safe drinking water is considered in making decisions about land use. Contact our office for more information on source water protection, or contact the Environmental Protection Agency (EPA) at 1.800.426.4791. You may also find information on EPA's website at <http://cfpub.epa.gov/safewater/sourcewater/>.

A source water assessment report was recently completed by the Connecticut Department of Public Health, Drinking Water Division. The completed Assessment report is available for access on the Drinking Water Division's web site: [http://www.ct.gov/dph/cwp/view.asp?a=3139&q=398262&dphNav\\_GID=1824](http://www.ct.gov/dph/cwp/view.asp?a=3139&q=398262&dphNav_GID=1824). The assessment found that this public drinking water source has a **low** susceptibility to potential sources of contamination. Additional source water assessment information can be found at the Environmental Protection Agency's website: <http://cfpub.epa.gov/safewater/sourcewater/>.

### **Water Quality**

Connecticut Water Company – Pinewoods Lane Division routinely monitors for contaminants in your drinking water according to Federal and State laws. The following table shows any detection resulting from our monitoring for the period of January 1<sup>st</sup> to December 31<sup>st</sup>, 2008. It's important to remember that the presence of these contaminants does not necessarily pose a health risk.

The sources of drinking water include rivers, lakes, ponds and wells. As water travels over the surface of the land or through the ground, it dissolves naturally occurring minerals and radioactive material and can pick up substances resulting from human or animal activity. All sources of drinking water are subject to potential contamination by substances that are naturally occurring or man made. Contaminants that may be present in source water include:

**Microbial contaminants**, such as viruses and bacteria, may come from sewage treatment plants, septic systems, agricultural livestock operations, and wildlife.

**Inorganic contaminants**, such as salts and metals, can be naturally occurring or result from urban storm water runoff, industrial or domestic wastewater discharges, oil and gas production, mining, or farming.

**Pesticides and herbicides** may come from a variety of sources such as agriculture, urban storm water runoff, and residential uses.

**Organic chemical contaminants**, including synthetic and volatile organic chemicals, are by-products of industrial processes and petroleum production, and can also come from gas stations, urban storm water runoff, and septic systems.

**Radioactive contaminants** can be naturally-occurring or be the result of oil and gas production and mining activities.

In order to ensure that tap water is safe to drink, U.S. Environmental Protection Agency (EPA) prescribes regulations which limit the amount of certain contaminants in water provided by public water systems. U.S. Food and Drug Administration (FDA) regulations establish limits for contaminants in bottled water which must provide the same protection for public health.

The table below lists all of the drinking water contaminants that were detected through out water quality monitoring and testing. The presence of contaminants in the water does not necessarily indicate that the water poses a health risk.

TEST RESULTS						
Unless otherwise noted, testing was done in 2008.						
Contaminant	Violation Y/N	Level Detected	Unit Measurement	MCLG	MCL	Likely Source of Contamination
<b>Microbiological Contaminants</b>						
Total Coliform Bacteria	N	0 positive	Highest monthly # of positive samples	0 positive	1 positive	Naturally present in the environment
Turbidity (9/29/08)	N	1.39	ntu	n/a	TT	Soil runoff
<b>Inorganic Contaminants</b>						
Copper* (9/20/07)	N	0.802	ppm	1.3	AL=1.3	Corrosion of household plumbing systems; erosion of natural deposits
Lead* (9/20/07)	N	4.60	ppb	0	AL=15	Corrosion of household plumbing systems; erosion of natural deposits
Nitrate (as Nitrogen) (3/20/08)	N	0.08	ppm	10	10	Runoff from fertilizer use; leaching from septic tanks, sewage; erosion of natural deposits
* = Reported results are the 90 <sup>th</sup> percentile value (the value that 90% of all samples are less than).						
<b>Unregulated Contaminants (contaminants with a health advisory)</b>						
Contaminant	Level Detected	Unit Measurement	DWEL	Likely Source of Contamination		
Chloride (2/2/07)	3.80	ppm	250	Erosion of natural deposits, Storm water runoff containing road salt		
Sodium (2/2/07)	4.44	ppm	28	Erosion of natural deposits, urban storm runoff		
Sulfate (2/2/07)	5.0	ppm	250	Erosion of natural deposits, urban storm runoff		

**Note:** The state allows us to monitor for some contaminants less than once per year because the concentrations of these contaminants do not change frequently. Not all contaminants are tested for every year due to monitoring waivers and therefore we must use the most recent round of sampling. Some of our data is more than one year old, however, is limited to no older than 5 years.

**Units:**

*Parts per million (ppm) or Milligrams per liter (mg/l)* - one part per million corresponds to one minute in two years or a single penny in \$10,000.

*Parts per billion (ppb) or Micrograms per liter* - one part per billion corresponds to one minute in 2,000 years, or a single penny in \$10,000,000.

*Picocuries per liter (pCi/L)* - picocuries per liter is a measure of the radioactivity in water.

*Micrograms per Liter (µg/l)* - a measure of radioactivity in water.

*Millirems per year (mrem/year)* - a measure of radiation absorbed by the water.

*Nephelometric Turbidity Unit (NTU)* - nephelometric turbidity unit is a measure of the clarity of water. Turbidity in excess of 5 NTU is just noticeable to the average person.

**Definitions:**

*Action Level (AL)* - the concentration of a contaminant which, if exceeded, triggers treatment or other requirements which a water system must follow.

*Treatment Technique (TT)* - A treatment technique is a required process intended to reduce the level of a contaminant in drinking water.

*Million Fibers per Liter (MFL)* - million fibers per liter is a measure of the presence of asbestos fibers that are longer than 10 micrometers.

*Maximum Contaminant Level (MCL)* - The MCL is the highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.

*Maximum Contaminant Level Goal (MCLG)* - The MCLG is the level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety.

*Drinking Water Equivalent Level (DWEL)* - A lifetime exposure concentration protective of adverse, non-cancer health effects, that assumes all of the exposure to a contaminant is from a drinking water source.

*Maximum Residual Disinfectant Level (MRDL)* - The highest level of a disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants.

*Maximum Residual Disinfectant Level Goal (MRDLG)* - The level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLGs do not reflect the benefits of the use of disinfectants to control microbial contaminants.

*Running Annual Average (RAA)* - The average of all monthly or quarterly samples for the last year at all sample locations.

*Non Detect (ND)* - The contaminant was not detected.

*Not Applicable, Not Established (N/A)*

**IMPORTANT INFORMATION:**

*Lead - Major Sources in Drinking Water:* Corrosion of household plumbing systems; erosion of natural deposits.

*Health Effects Statement:* Infants and children who drink water containing lead in excess of the action level could experience delays in their physical or mental development. Children could show slight deficits in attention span and learning abilities.

*Adults who drink this water over many years could develop kidney problems or high blood pressure.*

*Copper - Major Sources in Drinking Water:* Corrosion of household plumbing systems; erosion of natural deposits; leaching from wood preservatives

*Health Effects Statement:* Copper is an essential nutrient, but some people who drink water containing copper in excess of the action level over a relatively short amount of time could experience gastrointestinal distress. Some people who drink water containing copper in excess of the action level over many years could, suffer liver or kidney damage. People with Wilson's Disease should consult their personal doctor.

*Lead/Copper:* Action levels are measured at consumer's tap. 90% of the tests must be equal to or below the action level; therefore, the listed results above have been calculated and are listed as the 90<sup>th</sup> percentile.

*Nitrate:* Nitrate in drinking water at levels above 10 ppm is a health risk for infants of less than six months of age. High nitrate levels in drinking water can cause blue baby syndrome. Nitrate levels may rise quickly for short periods of time because of rainfall or agricultural activity. If you are caring for an infant you should ask advice from your health care provider.

*Total Coliform Bacteria* - Reported as the highest monthly number of positive samples, for water systems that take < 40 samples per month. Coliforms are bacteria which are naturally present in the environment and are used as an indicator that other, potentially-harmful bacteria may be present. Our tests have all been negative.

*Turbidity:* Turbidity has no health effects. However, turbidity can interfere with disinfection and provide a medium for microbial growth. Turbidity may indicate the presence of disease-causing organisms. These organisms include bacteria, viruses, and parasites that can cause symptoms such as nausea, cramps, diarrhea, and associated headaches.

As you can see by the table, our system had no violations. We're proud that your drinking water meets or exceeds all Federal and State requirements. The EPA has determined that your water IS SAFE at these levels.

All drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that the water poses a health risk. More

information about contaminants and potential health effects can be obtained by calling the Environmental Protection Agency's Safe Drinking Water Hotline at 1-800-426-4791.

For most people, the health benefits of drinking plenty of water outweigh any possible health risk from these contaminants. However, some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. EPA/Center of Disease Control (CDC) guidelines on appropriate means to lessen the risk of infection by cryptosporidium and other microbiological contaminants are available from the Safe Drinking Water Hotline (800-426-4791).

If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. We are responsible for providing high quality drinking water, but cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for thirty (30) seconds to two (2) minutes before using water for drinking or cooking. If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline or at <http://www.epa.gov/safewater/lead>.

We, at Connecticut Water Company – Pinewoods Lane Division, work hard to provide top quality water to every tap. Water is a limited resource so it is vital that we all work together to maintain it and use it wisely. We ask that all our customers help us protect and preserve our drinking water resources, which are the heart of our community, our way of life, and our children's future. Please contact us with any questions. Thank you for working together for safe drinking water.

## Meeting economic challenges

At Connecticut Water we know these economic times are impacting our customers, our communities and our state. We challenged ourselves to find a way to provide some relief to our customers during these difficult times. We are proud to have come up with an innovative rate strategy that is responsive to our customers' needs without affecting water quality, service, or sustainability.



In an unprecedented action, we filed a request with the Department of Public Utility Control (DPUC) for a temporary rate decrease of nearly \$600,000 or 1.8 percent. As a result, water bills this quarter reflect a credit for a temporary rate reduction shown as a line item on your bill as "Temp Rate Red." This credit will be applied as a percentage of all customer bills for the six month period from July 1, to December 31, 2009. In addition to this temporary rate reduction, the company has decided to delay the filing of a request for a general rate increase by six months until January 2010 so those rate changes would not take effect until July 2010.

While we are taking these steps to mitigate rates, we are continuing our investments in infrastructure. Our proactive approach to replacing aging pipes is the right thing to do to maintain our systems, preserve valuable water resources, create jobs and support the economy. Eligible infrastructure replacement projects, as approved by the DPUC, can be recovered through a rate mechanism called a Water Infrastructure and Conservation Adjustment (WICA) charge. The WICA charge can be adjusted every six months but, by law, cannot exceed 5 percent per year.

This bill includes your first DPUC approved WICA charge of 0.95 percent of your commodity and basic service charge. For a typical residential customer using an average of 18,000 gallons per quarter, this represents less than 50 cents per month or \$1.50 per quarter. This small rate adjustment allows for a proactive infrastructure replacement program that will benefit current and future customers. You will note the first WICA adjustment included on this bill is more than offset by the amount of the temporary rate reduction that the company requested.

We are pleased that we have been able to develop a rate strategy that is responsive to the economic times and still allows us to provide quality water and service for our customers now and into the future. If you have any questions or if we can assist you with your water service, please feel free to call Customer Service at 1-800-286-5700 or e-mail us at [info@ctwater.com](mailto:info@ctwater.com).

Regards,  
Eric W. Thornburg  
President and CEO

## Paying your water bill – we're here to help

We know that in these tough economic times, it can be difficult to make ends meet and from time-to-time you may have trouble paying your water bill. If you are having difficulty, it is important you contact us so we can discuss a payment arrangement.

If bills are not paid, water service may be terminated and you would be required to pay costly turn off and turn on fees to get the service restored. Interest charges will accrue and we may report delinquent accounts to credit agencies.

These practices are in place to contain costs and protect our customers who pay their bills on time. If your bill is past-due, please pay it in full, or contact us so we can work with you to make payment arrangements to keep your service active.

We may also be able to direct you to other resources where you may be able to get information or assistance.



## 2008 Water Quality Report available

In June, Connecticut Water mailed all of its customers an Annual Water Quality Report which includes a summary of water quality testing completed in 2008. The report features information

about our water supply sources and a summary of the more than 170,000 water quality tests performed annually. A copy of the report is available on our Web site, [www.ctwater.com](http://www.ctwater.com), or you may request a copy by calling our office.



## Valued employees serving valued customers

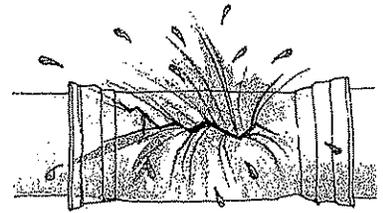


### Meet Raj Singh Information Technology Director

Raj Singh and his team of dedicated Information Technology (IT) professionals are working to upgrade Connecticut Water's technology so we can raise customer service to a higher level. Raj, with 15 years of IT experience, joined the company in December 2008. He immediately became immersed in a major IT project, working with a team of about 25 percent of our employees to identify ways to make technological improvements that will enhance business processes and customer service. The changes impact all aspects of the business including finance, billing, customer service, water quality and field operations. "As a result of the changes in technology, our customers will experience faster, improved service," said Raj. The upgrade will provide Customer Service representatives with immediate access to a customer's complete account history when they call and allow them to better respond to customer inquiries. "It is rewarding to work on a project that will enable us to better serve our customers," he said.

## Linebacker® protects against unexpected expenses

In these times, we are certain that none of our customers want the unexpected expense of a service line repair or replacement. Since you are responsible to maintain the portion of the line that brings drinking water into your home, you would be required to pay if there is a leak or break in your service line, which can cost from \$2,500 to \$5,000.



To protect against that, Connecticut Water offers our customers an optional service line protection program called Linebacker®. For just \$70 a year (19 cents per day), we'll pay for the repair or replacement of a leaking water service line from the water main to your house (cellar) shut off valve.

If you are a Linebacker customer, you already know the value of renewing your plan to maintain your peace of mind. We thank you for your continued participation in the program. If you are not a Linebacker customer, we encourage you to consider the potential for savings should you experience a leak or break. To enroll, call 1-888-205-1073 or visit [www.linebacker-plan.com](http://www.linebacker-plan.com).

### Water conservation tips

Looking for ways to use water wisely and save on your water bill? Visit our Web site, [www.ctwater.com](http://www.ctwater.com), under "Customer Information" for water conservation ideas and our water saver calculator.

**Our offices will be closed  
for observance of the following holidays:**

**Independence Day - July 3**

**Labor Day - September 7**

**Columbus Day - October 12**

**Emergency service is available  
24-hours a day, seven days a week!**

## Customer Service and 24-hour emergencies

**Connecticut Water Company**  
1-800-286-5700

**Crystal Office**  
(860) 774-8889  
321 Main Street  
Nielson, CT 06239

**Northern Office**  
25 North Road  
East Windsor, CT 06088

**Shoreline Office**  
93 West Main Street  
Clinton, CT 06413

**Naugatuck Office**  
250 Meadow Street  
Naugatuck, CT 06770

**Unionville Office**  
(860) 673-0079  
25 New Britain Avenue  
PO Box 157  
Unionville, CT 06085

*you have comments or suggestions for future issues of Dialogue, please call our office, or send an e-mail to [PublicAffairs@ctwater.com](mailto:PublicAffairs@ctwater.com).*

Pay your bill by check or credit card online @ [www.ctwater.com](http://www.ctwater.com)

### Investing in Infrastructure

As a Connecticut Water customer, you will see a new line item on your water bill that is referred to as a WICA Charge, or Water Infrastructure and Conservation Adjustment. Customers will have the benefit of improved water quality and reliability of service. Investing in infrastructure replacement now is the right thing to do, and allows us to be good stewards of our most precious water resources. It is responsive to customers' needs.

Connecticut Water will work to first replace the infrastructure that is in the greatest need. In deciding which projects are most important, we look at:

- the age and condition of pipes;
- frequency of main breaks;
- leakage and lost water;
- history of water quality complaints; and
- needs for improved fire protection.

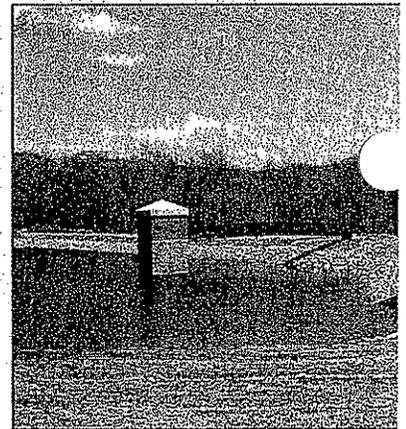
We will also consider the timing of municipal projects to see if there are opportunities for savings by coordinating the work with local communities.

### Providing Sustainable Water Solutions

The WICA surcharge was authorized by a Connecticut law passed in 2007, designed to address the need to replace aging water infrastructure that have either:

- reached the end of their useful life;
- are worn out;
- are in deteriorated condition;
- are or will be contributing to unacceptable levels of unaccounted for water; or
- are negatively impacting water quality or reliability of service.

The WICA legislation requires that water companies apply to the Department of Utility Control (DPUC) to review completed projects and their costs before a WICA charge can be reflected on customers' bills. The WICA charge may be adjusted on a semi-annual basis, as approved eligible



infrastructure projects are completed and in service for the benefit of customers. The percent increase for WICA would be applied to the total bill of each customer.

The law limits the surcharge to 5% in any given year, and 7.5% between general rate case filings. WICA charges would be folded into customers' base rates at the time of the next full rate case. When that happens, the WICA line item would be removed from customers' bills until additional WICA projects are completed and a new WICA charge is requested and approved.

Customers will benefit from the WICA program by seeing smaller rate increases to their water bill. This will help minimize the impact on customers' bills that can occur if these expenses for investments in infrastructure replacement are accumulated for years and reflected in a general rate case proceeding.

When surveyed, our customers overwhelmingly supported our plans to proactively invest in infrastructure replacement with:

- 92% indicating it was important for the Company to be proactive in replacing aging pipes and equipment in the system.
- 82% agreeing that infrastructure projects completed by the Company will benefit customers presently as well as into the future.

The infrastructure replacement program also supports economic development and creates jobs in local communities. Connecticut Water's \$12.5 million of infrastructure replacement investments in 2009 are reported by one of the state's leading economists as generating 157 construction and support jobs, which are essential in these economic times.

Letters were mailed to customers in June 2009 outlining the WICA program and explaining how the adjustment would be applied. Connecticut Water anticipates our WICA projects will present an increase of approximately 2% per year, with the first charge of 0.95% appearing in July 2009. The WICA charge may be adjusted on a semi-annual basis. While the actual amount will be calculated as a percentage of each customer's bill, a typical residential customer who uses an average of 18,000 gallons per quarter and is billed \$140 per quarter could see an increase of less than 50 cents per month, or about \$1.50 per quarter, as each adjustment is applied. Those incremental increases will support a proactive infrastructure replacement program that will maintain water quality and reliability of service and help preserve water resources.



We look forward to continuing to provide you with quality water and service and delivering Sustainable Water Solutions.

Connecticut Water's long-term plan to replace infrastructure throughout our service area and over time, reach all regions of the company. Examples of projects that have been completed and approved as part of the WICA charge include:

Project	Description
Goose Hill Road, Chester	Replaced 4,400 feet of 10-inch in driveway of water treatment plant and in Goose Hill Road. Existing facilities leaving Williams Water Treatment Plant cross private property and access is limited. Original main installed 1910s.
Wauregan Improvements - Winfield	Replaced water system in old mill property. Existing facilities were undersized, galvanized, experienced frequent breaks and located on private property with very limited accessibility. Project includes replacement of services and fire hydrant(s), as appropriate. Original main installed 1920s.
Hale Street Extension, Vernon	Replaced 2,200 feet of existing 6-foot cast iron main to improve high service flows and reliability. Project includes replacement of services and fire hydrant(s), as appropriate. Original main installed 1930s.
Elm Street, Naugatuck	Replaced 12-inch cement main with new 2,700 feet of ductile iron main. Existing main experienced frequent recent breaks causing localized damage and repair expense. Original main installed 1940s.
Mountain Street, Ellington	Replaced 760 feet of 6-inch cast iron main with 8-inch ductile iron main in conjunction with Town's sanitary main replacement work. Existing facilities conflicted with sanitary relocation. Project scope includes replacement of services and fire hydrant(s), as appropriate. Original main installed in 1920s.
Railroad Avenue, Madison	Replaced 2,400 feet of 6-inch cast iron main with 12-inch ductile iron main as part of Town road reconstruction project. New main provides increase flow capacity and avoided conflicts with proposed drainage work. Original main installed 1900 to 1920.
Old Kelsey Point, Westbrook	Replaced 1,700 feet of 6-inch cast iron main as part of road reconstruction project. Project includes replacement of services and fire hydrant(s), as appropriate. Original main installed 1950s.
Company-wide	Purchase of leak detection equipment.

**FOR MORE INFORMATION ON WICA**

**OR IF WE CAN ASSIST YOU REGARDING YOUR WATER SERVICE:**

**CONTACT A CUSTOMER SERVICE REPRESENTATIVE 1-800-286-5700**

**OR E-MAIL US AT [INFO@CTWATER.COM](mailto:INFO@CTWATER.COM) VISIT OUR WEB SITE AT [WWW.CTWATER.COM](http://WWW.CTWATER.COM)**

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Item #13

June 23, 2009

Mr. Rudy Favretti  
Chairman, Inland/Wetlands Agency  
Audrey P. Beck Municipal Building  
4 South Eagleville Road  
Storrs-Mansfield, CT 06268

Dear Mr. Favretti:

On behalf of The Connecticut Light & Power Company (CL&P), I would like to update you on the proposed Interstate Reliability Project (the Project) and upcoming field activities planned along the Project's Proposed Route. The Project will be located on existing transmission line rights-of-way in your town. We have enclosed a package of materials, which provides information about the Project as well as other ongoing CL&P New England East-West Solution transmission line Projects.

CL&P is currently drafting an application to the Connecticut Siting Council (CSC) for a Certificate of Environmental Compatibility and Public Need for the Interstate Reliability Project. Part of the preparation of the CSC application, as well as other environmental permit applications for the Project, involve development of plans that emphasize the minimization or avoidance of adverse environmental impacts, where possible. Delineation of wetlands along the Project's Proposed Route has already been completed. However, in order to complete the CSC application, other permit applications and preliminary engineering, CL&P expects to perform archaeological field surveys, geotechnical and environmental soil sampling, constructability reviews and other field walkdowns.

Although it is CL&P's intent to minimize or avoid wetland impacts, completing these surveys in certain areas will require crossing wetlands or testing locations within wetlands. To facilitate these survey efforts, small-scale vegetation clearing work will be required along some portions of CL&P's existing right-of-way, which is proposed as the location of the Project's 345-kV transmission line. This work will include mowing and the removal of brush and other low growing vegetation to clear the way for surveyors who will conduct archaeological investigations at the proposed locations of line structures and where access roads may be widened.

Interstate Project representatives will notify landowners abutting this right-of-way regarding the upcoming survey work. Advance notification will also be made to town representatives and police departments in the affected towns. In addition, all Project representatives are required to carry proper identification and contact information should they be approached by abutting landowners with questions.

If you or your commissioners have questions regarding the Interstate Reliability Project, please call me at 860-665-4722 or Jeff Buckley, Project Manager, at 203-949-2359. Interested residents can call our NEEWS Project Hotline at 1-866-99-NEEWS (63397) or visit our website at [www.NEEWSProjects.com](http://www.NEEWSProjects.com).

Sincerely,

Tony Mele  
Project Manager - Interstate Reliability Project

Enclosures

cc: Matthew Hart, Town Manager of Mansfield  
Robert Dahn, Chairman - Mansfield Conservation Commission

P.O. Box 270  
Hartford CT 06141-0270  
Address Correction Requested

WORKING TO SERVE YOU BETTER



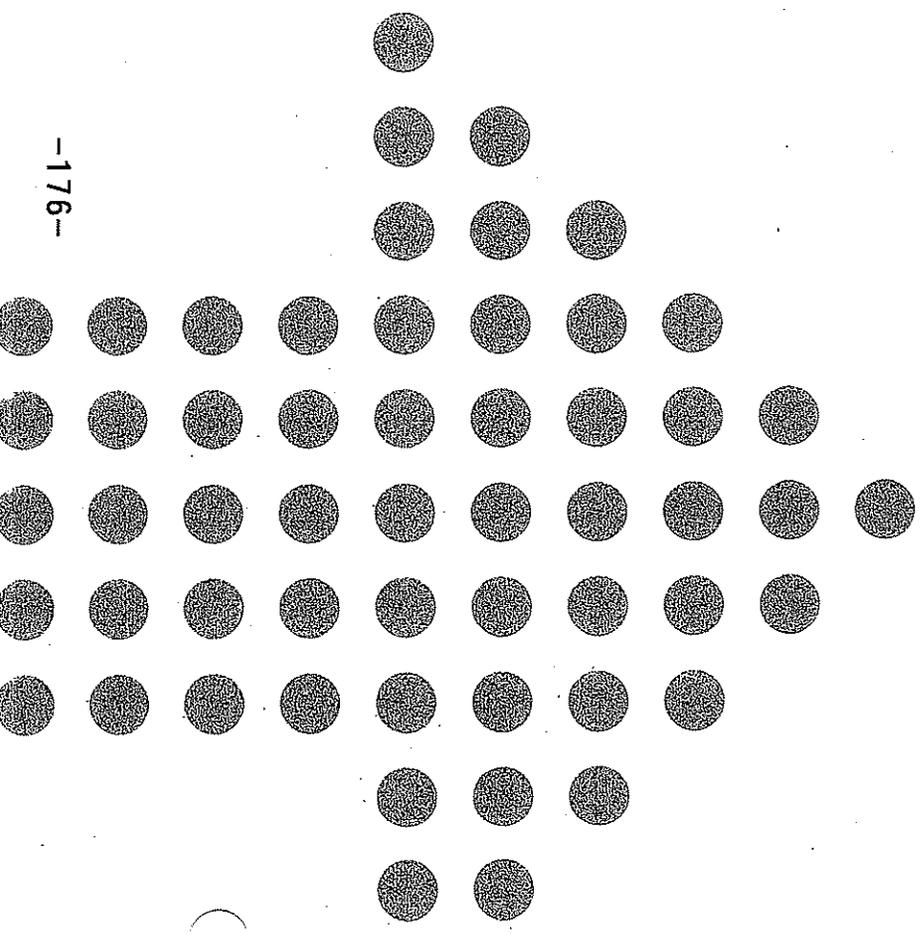
Connecticut  
Light & Power

The Northeast Utilities System

Interstate  
Reliability Project

NEWS

STANDARD TIME



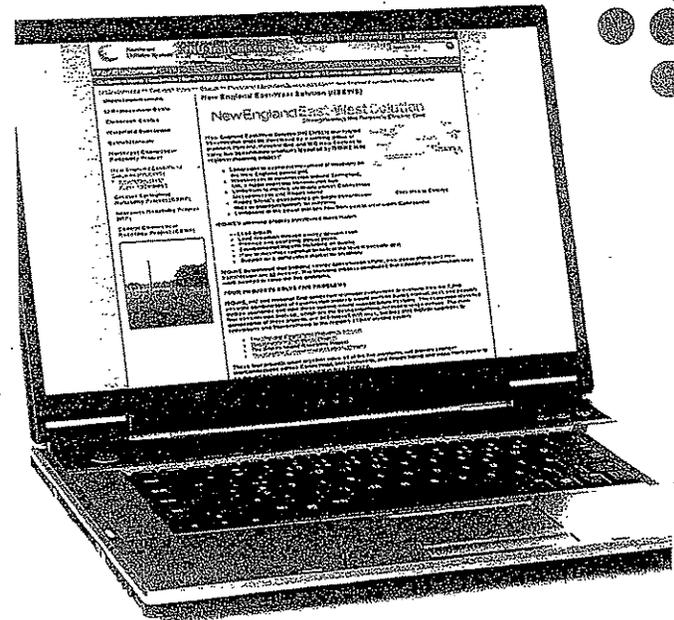
The proposed location of the new 345-kV line is shown on the map on the left. The project will span both CL&P's and National Grid's service areas. The proposed CL&P route will pass through Thompson, at the Connecticut/Rhode Island border, and traverse through Putnam, Killingly, Pomfret, Brooklyn, Hampton, Chaplin, Mansfield, Coventry and Colburn ending in Lebanon, Connecticut.

As part of the siting process, CL&P will propose to state regulators that this new transmission line in Connecticut be located in an existing electric utility right-of-way, which is currently occupied by an overhead transmission line. This will minimize cost and the impact on residents and businesses, property and the environment.

In 2006, we will reach out to neighbors living along the proposed route with the goal of getting feedback on the project. We will hold open houses and file siting plans and applications. Construction is expected to begin in late 2010.

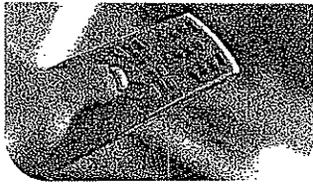


## Learn More About It



[www.NEEWSprojects.com](http://www.NEEWSprojects.com)

We want to be sure that the lines of communication are open so that we keep you informed about the project every step of the way. You can learn more about the project by calling 1.866.99NEEWS (1.866.996.3397) or by visiting [www.NEEWSprojects.com](http://www.NEEWSprojects.com). Your comments are important to us and will help us and state regulators determine the final details of the planned project.



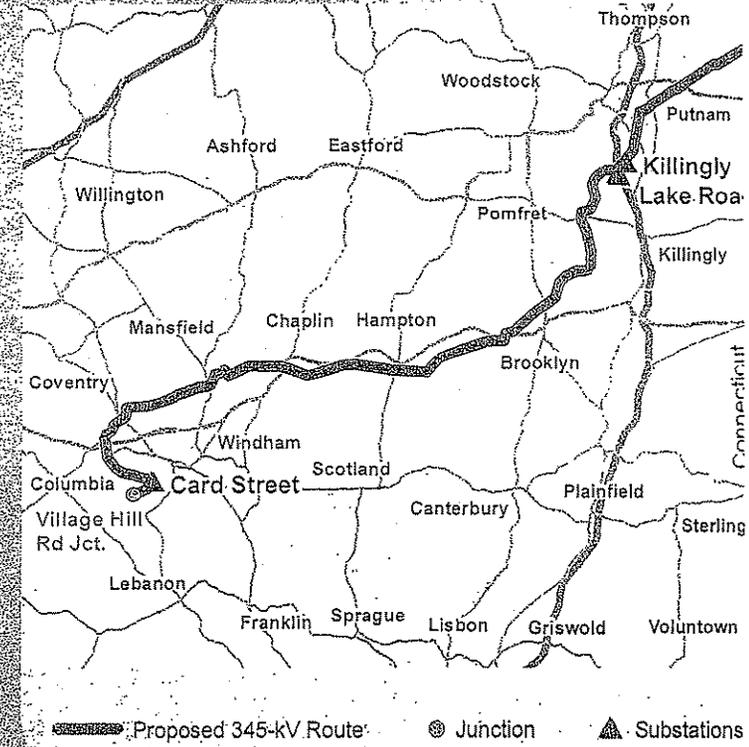
## Everyone Benefits From Transmission Reliability

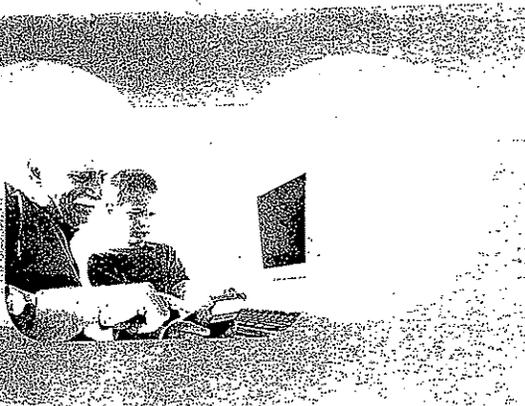
The Interstate Reliability Project provides direct reliability benefits to Connecticut electricity customers by creating another path for moving power among Connecticut, Rhode Island and Massachusetts from other New England states; and by improving east-west power flows in southern New England. Here are some additional ways that everyone benefits from transmission reliability:

- Reliable power makes New England more attractive to business.
- Robust transmission systems enhance competition in wholesale electricity markets; and the level of competition influences the prices that customers pay for electricity.
- Robust transmission systems enable broader access to clean, renewable energy sources such as wind, water, solar and biomass located in northern New England.

The proposed Interstate Reliability Project is a 345-kilovolt (kV) transmission line to strengthen the interstate transfer of electricity among Connecticut, Massachusetts and Rhode Island, and enhance the reliability of the high-voltage transmission network that serves Connecticut and the region. The project also includes new and replacement 345-kV line segment from a one-mile-long right-of-way south of Card Street Substation in Lebanon, Connecticut, along with upgrades to the substation, providing a stronger transmission connection to the rest of Connecticut.

The need for upgrades was identified in a transmission study conducted by ISO New England (ISO-NE) and a follow-on studies conducted by ISO-NE and National Grid and ISO-NE. ISO-NE is an independent, non-profit organization that plans and operates New England's bulk electric system, administering the region's wholesale electricity markets and overseeing regional system planning.





## Planning for Your Future Electric Needs

Throughout Connecticut and the rest of New England, many improvements to maintain reliable electric service are under way. Major portions of New England's transmission system were constructed in the 1960s and early 1970s. We have seen significant growth in peak electric demand in New England, stretching the capabilities of the bulk power grid. We have been actively working toward solutions that enhance the region's infrastructure and provide benefits to customers.

Increased load growth means that some paths on the transmission system need higher capacity, and now limit access to lower-cost generation. Connecticut Light & Power (CL&P) is committed to upgrading those areas to make sure power can get to you when you need it. By expanding the system's capacity now to meet growing demand, the quality and reliability of CL&P's service to the area may be assured for the future.

CL&P is working with National Grid, an electric utility serving portions of Massachusetts and Rhode Island, to propose improvements to the transmission system as part of the New England East-West Solution (NEEWS). NEEWS is a group of transmission projects designed to strengthen the reliability of the region's power grid and enhance the interstate transfer of electricity. The Interstate Reliability Project, part of NEEWS, is one piece of the region's

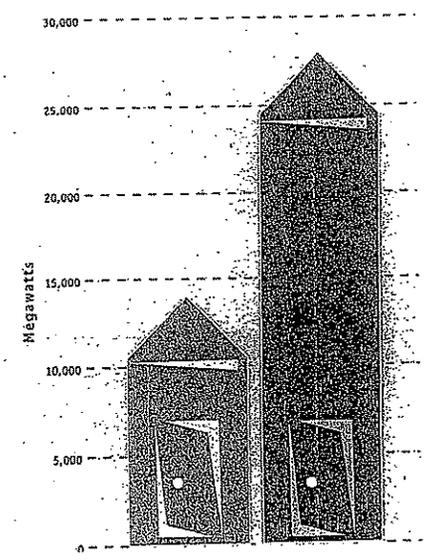


## New England's Demand for Power Continues to Climb

Electricity usage continues to rise across New England – particularly on the coldest and hottest days when demand for electricity is the highest – even though utility companies like CL&P, businesses and homeowners have worked hard to conserve electricity.

Some of this increasing demand is weather-related (for example, high air-conditioning use on 100° days), but the bulk of the increase is fueled by our growing economy and today's digital age with advanced appliances and technologies.

**New England Peak Electricity Use – an 87% Increase Since 1980**



## PROVIDING HABITATS FOR THREATENED AND ENDANGERED WILDLIFE

Shrubland provides a vital habitat to a variety of migratory songbirds and is quickly disappearing in New England. Suburban development and the natural progression of shrubland into young forest have resulted in there being less of this habitat today than in the past.

The preferred habitat for scrub-loving songbirds, transmission rights-of-way provide excellent cover and food resources, while also supporting the safe and reliable operation of electric transmission systems.

In addition to insects and a variety of animals, power line rights-of-way are important to the preservation of birds such as:

Blue-winged Warblers

Brown Thrashers

Eastern Meadowlarks

Golden-winged Warblers

Indigo Buntings

Bobolinks

### Brown Thrasher

A large, skulking bird of thickets and hedgerows, the Brown Thrasher has one of the largest song repertoires of any North American bird. Boldly patterned, it is conspicuous when singing on its territory, but is hardly discernible during the rest of year.

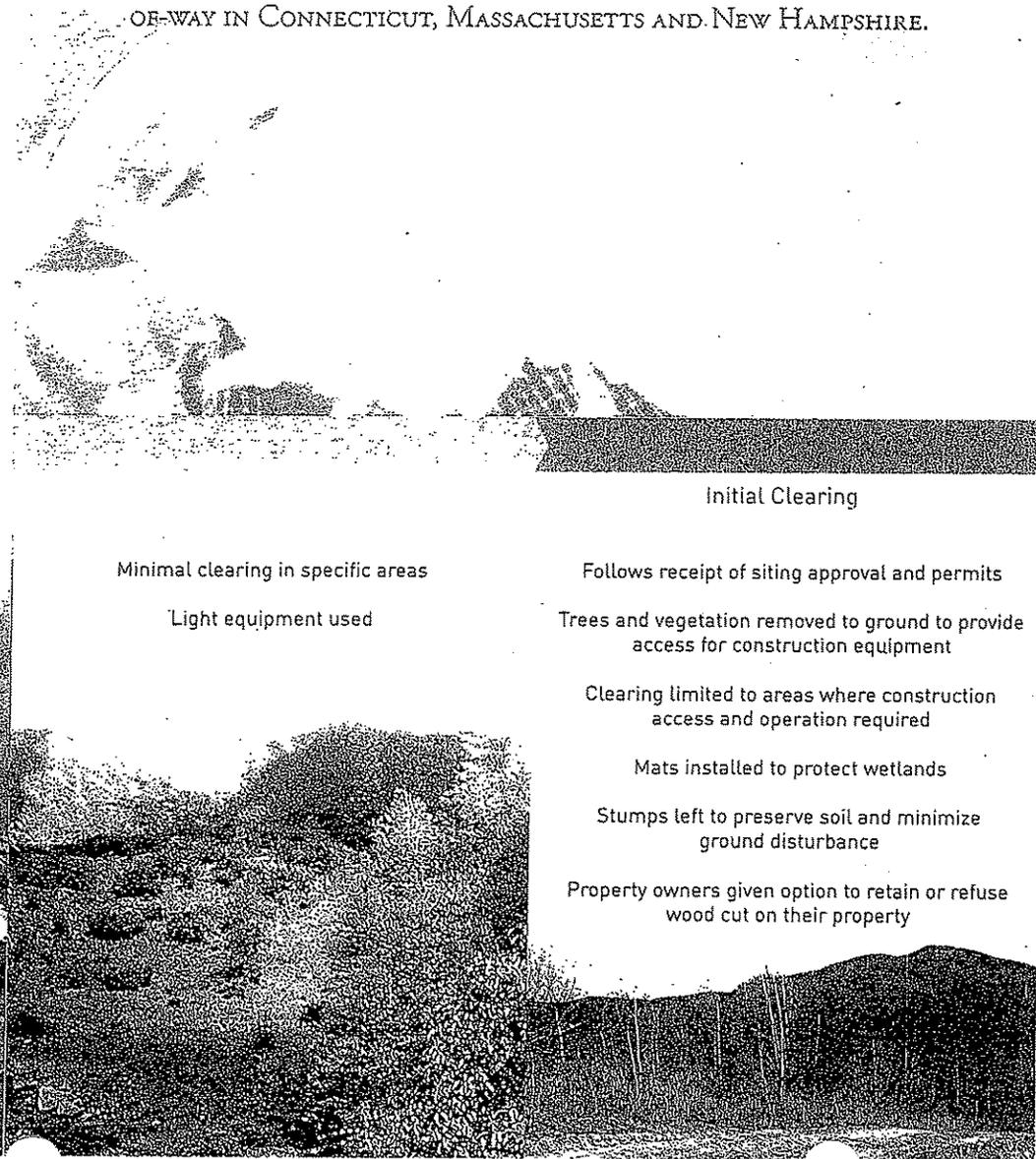


## AT NORTHEAST UTILITIES,

WE TAKE ENVIRONMENTAL STEWARDSHIP VERY SERIOUSLY. IT IS OUR

PRIVILEGE TO MANAGE NEARLY 1,900 MILES OF POWER LINE RIGHTS-

OF-WAY IN CONNECTICUT, MASSACHUSETTS AND NEW HAMPSHIRE.



### Initial Clearing

Minimal clearing in specific areas

Light equipment used

Follows receipt of siting approval and permits

Trees and vegetation removed to ground to provide access for construction equipment

Clearing limited to areas where construction access and operation required

Mats installed to protect wetlands

Stumps left to preserve soil and minimize ground disturbance

Property owners given option to retain or refuse wood cut on their property

THE MANAGEMENT OF VEGETATION on power line rights-of-way is critical to the safe and reliable operation of our electric system.

It is so important that in 2005 Congress enacted the Energy Policy Act, which led to the mandate of stricter standards for clearances between vegetation and utility transmission lines.

In New England, the natural succession of vegetation is for grassland to grow to shrubland and then to a treed environment. When trees grow in power line rights-of-way, they can cause an outage that can affect wide geographic areas and compromise the safety and reliability of the electric system. Therefore, Northeast Utilities (NU) must manage vegetation in the power line rights-of-way to maintain what scientists call an early successional environment.

Our goal is stable, low-growing grass, shrub and wildflower communities in rights-of-way that provide the ideal situation for the safe and reliable operation of our electric system, as well as the greatest potential for wildlife habitat.

These shrubland habitats represent vital nesting, brood rearing and escape habitats for a wide range of wildlife. They are increasingly rare in the Northeast due to the conversion of farms to forest as well as development. In fact, power line rights-of-way are almost the sole remaining habitat for shrubland birds, the fastest declining group of birds.

WHEN CONSTRUCTION IS NECESSARY in a power line right-of-way, vegetation management continues to focus on sound environmental practices and the ultimate restoration of the land, while facilitating the use of equipment and the safety of the construction crews.

Clearing a corridor for construction is strictly limited. The only portions of rights-of-way that are cleared are those on which new facilities are being built, as well as access roads and staging areas.

We do not use herbicides during construction. And to preserve the soil and minimize ground disturbance, we do not remove stumps unless they are at a structure location. We install matting to preserve wetlands and improve access roads for safer work conditions. And we try to be good neighbors by keeping out the curious with retaining barriers, gates and signs.

In spite of the care we take, when initial construction clearing takes place, the change can be striking, especially when the areas being cleared were wooded. However, complete clearing in these active construction areas makes it possible to manage regrowth, encouraging species that are desirable to the stable, low-growing grass, shrub and wildflower communities that are our objective.

When construction is over, we remove the equipment, wetland mats and crushed stone used during the process. We reseed open areas and restore previously landscaped areas.

In as little as a year from the end of construction, the rights-of-way begin to spring back to life, while supporting the safe, reliable delivery of electric power.

**Construction**

**Post-construction**

**Maintenance Clearing**

**Finishing**

Some vegetation allowed to grow back  
Mow and use brush saws to allow for safe access and operation of equipment

Do a final assessment of trees, removing hazards  
Control growth of invasive species that could crowd out desirable plants

Remove wetland mats and crushed stone used  
Reseed access roads and set-up areas  
Restore previously landscaped areas

Manage cleared areas, allowing native shrubs and groundcover to grow in



PAGE  
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Government Finance Officers Association  
203 N. LaSalle Street - Suite 2700  
Chicago, IL 60601

Phone (312) 977-9700 Fax (312) 977-4806

Item #14

July 2, 2009

Matthew W. Hart  
Town Manager  
Town of Mansfield  
4 So. Eagleville Road  
Storrs Mansfield CT 06268-2574

Dear Mr. Hart:

We are pleased to notify you that your comprehensive annual financial report for the fiscal year ended **June 30, 2008** qualifies for a Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

The Certificate of Achievement plaque will be shipped to:

**Jeffrey H. Smith**  
**Director of Finance**

under separate cover in about eight weeks. We hope that you will arrange for a formal presentation of the Certificate and Award of Financial Reporting Achievement, and that appropriate publicity will be given to this notable achievement. A sample news release is enclosed to assist with this effort. In addition, details of recent recipients of the Certificate of Achievement and other information about Certificate Program results are available in the "Awards Program" area of our website, [www.gfoa.org](http://www.gfoa.org).

We hope that your example will encourage other government officials in their efforts to achieve and maintain an appropriate standard of excellence in financial reporting.

Sincerely,  
Government Finance Officers Association

Stephen J. Gauthier, Director

Technical Services Center

SJG/ds



Government Finance Officers Association  
203 N. LaSalle Street - Suite 2700  
Chicago, IL 60601  
Phone (312) 977-9700 Fax (312) 977-4806

07/02/2009

NEWS RELEASE

For Information contact:  
Stephen Gauthier (312) 977-9700

(Chicago)--The Certificate of Achievement for Excellence in Financial Reporting has been awarded to **Town of Mansfield** by the Government Finance Officers Association of the United States and Canada (GFOA) for its comprehensive annual financial report (CAFR). The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

An Award of Financial Reporting Achievement has been awarded to the individual(s), department or agency designated by the government as primarily responsible for preparing the award-winning CAFR. This has been presented to:

**Cheryl A. Trahan, Controller**

The CAFR has been judged by an impartial panel to meet the high standards of the program including demonstrating a constructive "spirit of full disclosure" to clearly communicate its financial story and motivate potential users and user groups to read the CAFR.

The GFOA is a nonprofit professional association serving approximately 17,500 government finance professionals with offices in Chicago, IL, and Washington, D.C.



University of Connecticut  
*Center for Continuing Studies*

RECEIVED  
JUL 24 2009

Academic Partnerships &  
Special Programs

Item #15

June 19, 2009

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

Dear Mr. Hart:

We would like to thank you and Jeff Smith for taking time out of your busy schedules to meet with the Russian delegation during their recent visit to Connecticut. The group found your session very interesting and informative and they were impressed by the citizen participation in the Town Meeting. Their eight-day visit was very successful and several of the delegates mentioned that the experience changed their lives. One of the visitors is writing a paper on the U.S. system of government and is using the information that you and other speakers provided as her research.

We hope the experience was enjoyable for you as well. The University will be doing more international programs like the Russian visit and we would like to stay in touch about future opportunities to collaborate.

Thank you again for your willingness to meet with the group. We appreciate your patience working through the language challenges and most importantly, your contribution to promoting cross-cultural understanding and cooperation between the United States and Russia.

Sincerely,

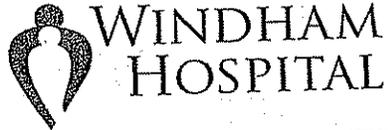
Roy Pietro  
Director  
Global Training and Development Institute

*An Equal Opportunity Employer*

One Bishop Circle Unit 4056  
Storrs, Connecticut 06269-4056

Telephone: (860) 486-3231  
Facsimile: (860) 486-5221  
web: [continuingstudies.uconn.edu](http://continuingstudies.uconn.edu)

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WINDHAM  
HOSPITAL

 HARTFORD HEALTHCARE

Item #16

June 25, 2009

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

*Matt*

Dear Mr. Hart:

Enclosed please find a report on community benefit activities provided by Windham Hospital during fiscal year 2008. The report details a range of programs and activities that our community hospital provides that are part of our mission yet often do not receive adequate reimbursement or funding. From health lectures, fairs, screenings and workshops that are teaching people how to lead healthier lives, to student wellness programs, support groups for cancer survivors and rehabilitation programs, each of these activities contribute in substantial ways to improving the quality of life of people in our region.

We appreciate the work that you do to support excellent healthcare for residents of our state and look forward to working closely with you as we develop a new healthcare system that provides better access and affordability for all. Our challenge will be to sustain the quality of care that people have come to rely on as we embark on this important initiative. We are always available to discuss these important issues with you.

Sincerely,

*Dick*

Dick Brvenik  
President and CEO

## *Community Benefit Inventory for Social Accountability 2008*

During this 75th anniversary year, Windham Hospital celebrated its history and demonstrated the many ways that our hospital is woven into the fabric of our community. Every day our staff reaches out to people in need. We educate patients about how to care for themselves, provide preventative health information to women, children, teens and seniors, conduct health screenings at fairs on-site and in the community, provide healthcare career training and leadership development, advocacy for at-risk and underserved populations, and a wealth of resources that help to provide a better quality of life for all residents throughout our 19-town service area. This is part of our mission and it remains relevant and vibrant in our community today.

More than 40 distinct activities at Windham Hospital are reported and tracked by the Connecticut Hospital Association as part of a statewide Community Benefit Inventory for Social Accountability (CBISA), including:

- Support groups: AWAKE (Alert, Well and Keeping Energetic for individuals with sleep disorders); Breast Cancer, Cancer, Cardiac Rehab, and Healing Hearts
- American Red Cross Blood Drives
- Asthma Advisory Council
- Behavioral Health Forum
- Cancer Education: Prenatal Clinic, CBCCEDP (Connecticut Breast and Cervical Cancer Early Detection Program) and CHESS (Comprehensive Health Enhancement Support System)
- Child Sexual Abuse Examiners Peer Review
- Childbirth Education, Infant Massage
- Community Focus Groups
- Community Health Education
- Diabetes Education
- Go Red for Women in collaboration with American Heart Association
- Health lectures, fairs, screenings and workshops
- Healthcare careers, training, shadowing
- Integrative Health Services, including lectures
- Leadership development
- Lifestyle modification and intervention classes
- Nutrition education
- Pastoral and Spiritual Care
- Prenatal Clinic
- Preventive Cardiology Lipid Clinic
- Relay for Life in collaboration with the American Cancer Society
- Student Wellness programs at the School-Based Health Clinics



## Financial Summary 2008

Charity care (at cost) *	\$1,041,648
Bad debt (at cost)	\$1,852,590
Government sponsored health care (net expense) **	\$3,210,649
Community Benefit Programs (net expense) ***	\$ 460,376

More than **8,000 people** in our region benefited from Windham Hospital's community benefit activities and services between October 1, 2007 and September 30, 2008. Overall, **12,000 staff hours** and **800 volunteer hours** were devoted to these community benefit activities.

This Community Benefit Report brings to light just a few of the ways we fulfill our mission each day by providing quality care, education, support and health promotion activities. Each number listed above represents a person from our community who benefited from one of our programs. For them, Windham Hospital was there as a safety net, when private or public health insurance fell short or was unavailable. Windham Hospital is helping to build a stronger community – one person at a time.

*\*Charity Care is free or discounted health and health-related services provided to persons who cannot afford to pay; care to uninsured and low-income patients who are not expected to pay all or part of a bill, or who are able to pay only a portion using an income-related fee schedule; healthcare services that were never expected to result in cash inflows; and the un-reimbursed cost to the hospital for providing free or discounted care to persons who cannot afford to pay and who are not eligible for public programs. Charity care does not include bad debt. 728 Individuals received financial assistance in fiscal year 2008.*

*\*\*Government Sponsored Health Services represents the financial shortfall in reimbursement from federal, state and local programs such as Medicaid, Medicare and other public healthcare programs.*

*\*\*\*Community Benefit Programs are those which are carried out for the express purpose of improving community health and are generally subsidized by the hospital.*



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## Auto shop part of project

By **CAITLIN M. DINEEN**<sup>6/25</sup>  
Chronicle Staff Writer

**MANSFIELD** — Officials associated with the proposed \$220 million Storrs Center project have received another letter of intent for the first construction phase of the project.

Representatives from Storrs Automotive said they will be part of the development once Phase 1A of the project is complete.

"We're thrilled to be a part of the new community," said Storrs Automotive owner Rene Schein. "Our plans call for expanding the facility into three bays, which will be good for business."

Currently, the business has two service bays.

The automotive repair business won't have to move very far, as the current location — 4 Dog Lane — is across the street from where Mansfield Downtown Partnership officials plan to build Phase 1A.

Schein said she will stay open until its new location is built.

"We look forward to the challenge and pleasure of meeting and serving an even larger and more diverse community in the new Storrs Center," said Schein.

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.

This is the third letter of intent Mansfield Downtown Partnership officials have received for the future commercial destination.

Owners of the Vanilla Bean Café in Pomfret announced in May they were interested in creating a new, similar café in the pedestrian-friendly development. The café will feature American fare similar to what is sold in Pomfret.

Another letter of intent was received at the beginning of the month announcing TexMex eatery Moe's Southwest Grill was also interested in opening a new restaurant in Mansfield.

In addition to interest in attaining businesses and restaurant interest in the development, officials with the project said they are hoping to keep current tenants on board for the new construction.

"Since the earliest planning phases of Storrs Center, we've been hopeful of bringing Storrs Automotive into the community," said Macon Toledano, with Tuxedo, N.Y.-based developer Leyland Alliance. "They are a well-regarded Mansfield business and will be a welcome tenant in the first phase of the project."

PAGE  
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the Chronicle, Willimantic, Conn., Friday, June 19, 2009 3

# Bridge funds redirected to drainage

By CAITLIN M. DINEEN  
Chronicle Staff Writer

MANSFIELD — A grant the town received in, 2007 to update bridge railings on the Gurleyville Road bridge over the Fenton River will no longer be used for those updates.

The federal Rural Minor Collector grant — which the town received from the Windham Region Council of Governments — is worth approximately \$110,000.

According to Director of Public Works Lon Hultgren, the funds are now being proposed for drainage improvements along Wormwood Hill Road.

Hultgren said when public work officials and officials from the state Department of Transportation looked into improving bridge railings, it was realized the project was not financially feasible.

“We would have had to rebuild the bridge,”

said Hultgren.

According to Hultgren, costs to rebuild the bridge entirely and add new railings was more than the grant was worth.

“It was just ridiculous,” he said. “Like trying to make a pig fly.”

Since the funding for the bridge project will likely be re-directed, the bridge will not receive any improvements at all.

Although the bridge rails were installed more than 30 years ago, Hultgren said they do not pose any safety risk to motorists using the bridge.

He said the railings do not meet today’s railing standards, but they are still in good condition.

Hultgren said he spoke to project managers and WINCOG officials to get permission to use the funds to address the drainage problems on the steep Wormwood Hill Road.

However, the new project has not been finalized because DOT officials have not confirmed the project.

Before the drainage project can begin, it needs to be approved by the DOT Project Concept Unit.

Hultgren said this approval probably will not come within the next few months since this unit is responsible for assigning and approving use of federal stimulus funding.

If approval is received, the project will likely start the design and construction process in 2010.

According to Hultgren, the new project would be a wise use for the approved federal funding because it could help reduce various drainage problems that occur on the slope.

“It’s a big maintenance and erosion problem,” he said, adding that new drainage pipes will remediate those problems.

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# Hearing will focus on police, fire fees

By CAITLIN M. DINEEN <sup>6/22</sup>  
Chronicle Staff Writer

MANSFIELD — Residents are encouraged to voice their opinion tonight regarding proposed changes to the town's "Special Police Services Ordinance."

Town council members are expected to approve the ordinance — which will be re-titled "Fees for Special Public Safety Services Ordinance" — during their meeting at 7:30 p.m.

The meeting will take place in the Audrey P. Beck Municipal Building.

The ordinance was first introduced in January and has been the topic of discussion for several town council meetings since.

Currently, the ordinance states any costs incurred by Mansfield for police services be paid for by the organizer of a "party" that consumes police time and services for the second time in one evening.

A bill is only prepared after the organizer of the party is given a written warning to end what police deem a "dangerous activity."

If the town council approves the revised ordinance, the term "party" will change to "event" and it will expand the services billed to include fire and emergency medical services.

The revision still includes a first warning, however.

Services cost from \$35 to \$50 an hour.

Police officers charge between \$40 and \$50 an hour, with a cruiser; firefighters charge \$35 to \$45 an hour and a fire truck costs \$40 to \$50 an hour.

In a memorandum to town officials on the matter, Town Manager Matthew Hart said he thought the ordinance would benefit the town.

"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," he said.

Although town officials are in favor of the ordinance, there have been mixed feelings about the proposed changes from residents and local apartment managers.

During a hearing in March, representatives from the Carriage House Apartment Complex said they were opposed to proposed changes.

According to those representatives, management from the complex — which houses a high number of University of Connecticut students — claims the ordinance would fine landlords even if they are not the responsible individual.

The ordinance could especially be used during the university population's wild Spring Weekend celebrations, which have plagued the town at off campus facilities such as Carriage House.

Previously, there was talk of exempting Spring Weekend from the ordinance, but that has changed.

Although Mansfield fire and safety personnel currently provide increased reinforcement during that weekend, the ordinance would still apply. Application of the ordinance would be determined by enforcement personnel.

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Editor: 6/18

It is time for the Mansfield Town Council to revisit "The Three Bears."

At today's referendum on the budget they asked us to specify whether we thought the town part of the budget and the education budget were "too high" or "too low." No thought of "just right."

Jane Blanshard  
Storrs

Editor:

Again this year, the Mansfield budget passed at the town meeting.

Once again, we had to redo the vote, and pass it again, in a referendum.

A relatively small group, though claiming to be against budget waste, has again forced our town to waste significant money on an unnecessary referendum.

Please, next time, accept the results of the town meeting and stop throwing our tax money away by making us vote on every budget twice.

Carol Thomas  
Storrs

PAGE  
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2 the Chronicle, Willimantic, Conn., Tuesday, June 23, 2009

# Mansfield council OKs police, fire fees

By **CAITLIN M. DINEEN**  
Chronicle Staff Writer

**MANSFIELD** — After more than an hour of discussion, town council members approved an ordinance giving public safety personnel the ability to bill residents with fees incurred from providing above “ordinary” safety services.

“It’s not aimed at stopping an event,” said Mansfield town attorney Dennis O’Brien. “It’s done to assess the cost.”

The ordinance — titled “Fees for Special Public Safety Services Ordinance” — was approved unanimously by council members after a public hearing on the issue and further council discussion.

The decision was made Monday night during a regular town council meeting.

The ordinance was first introduced in January and has been the topic of discussion for several town council meetings since.

Originally, the ordinance stated any costs incurred by Mansfield for police services be paid for by the organizer of a “party” that consumes police time and services for the second time in the same evening.

A bill is only prepared after the organizer of the party is given a written warning to end what police deem a “dangerous activity.”

Since the council approved the revised ordinance, the term “party” was changed to “event” and it expanded services billed to include fire and emergency medical services.

The revision still includes a first warning, however.

Services cost from \$35 to \$50 an hour. Police officers charge between \$40 and \$50 an hour, with a cruiser; firefighters charge \$35 to \$45 an hour and a fire truck costs \$40 to \$50 an hour.

According to O’Brien, the ordinance ensures responsible parties are billed and costs incurred by the town are offset.

“(It’s done) so the rightful party gets billed,” he said. “Not the taxpayers of Mansfield.”

Deputy Mayor Gregory Haddad agreed with O’Brien.

“The intention is to find the responsible person to cite them,” said Haddad, adding landlords should not see any bills.

“In many, many instances the landlord might not have knowledge of the party,” he said.

Council member Helen Koehn said, although landlords should not be billed, they will likely be involved in making sure tenants are responsible individuals.

“This has a lot to do with landlords holding responsibility for their tenants,” she said.

The ordinance will become effective 21 days after it has been publicized via a legal notice.

Mansfield Fire Chief David Dagon said he believed the ordinance is an “important tool for emergency services personnel to have available.”

He said — in addition to the town recovering costs — he hopes the ordinance will be used properly and help curtail parties or disturbances from breaking out.

“This really is a quality of life issue,” said Dagon this morning.

In addition to discussing the ordinance, Koehn told council members she would like incidents cited by town officials to be reported to the town council.

This suggestion did not sit well with Town Manager Matthew Hart — who would be part of the billing and citation process.

“The request shows lack of trust in town staff,” he retorted. “This is a responsibility I will not take lightly.”

According to Koehn, her suggestion was not meant to be taken personally.

“Often times, Matt, you turn things into I don’t trust you,” she said.

“I trust you.”

PAGE  
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## Mansfield OKs new trooper contract

By **CAITLIN M. DINEEN**<sup>6/25</sup>  
Chronicle Staff Writer

**MANSFIELD** — With final approval of a police contract, there will be seven resident troopers and one resident state police supervisor assigned to Mansfield for the next two years.

The contract — which begins July 1 and ends June 30, 2011 — was approved by the town council Monday.

Currently, towns are required to pay a 70 percent reimbursement rate to the state for resident trooper services.

However, Gov. M. Jodi Rell has proposed a town's reimbursement rate increase to 85 percent.

Under the recently approved town budget, Mansfield officials budgeted \$800,000 for the eight troopers for fiscal year 2010. This figure is based on the yet-to-be-approved 85 percent reimbursement figure.

According to a memorandum from Town Manager Matthew Hart, if the town's reimbursement rate does not change, there will be enough funds to support another resident trooper with the funds budgeted.

"In the event the reimbursement rate holds at 70 percent, we will have sufficient funds available for an eighth trooper," stated Hart.

Mayor Elizabeth "Betsy" Paterson said she was in favor of the contract because the town needs police officers since Mansfield does not have its own police department.

According to Paterson, it was important for town officials to maintain trooper coverage because the number of residents is in constant flux.

"We're a small community in terms of taxpayers," she said. "But we're a large community when you add students and University of Connecticut staff."

She said adding the university community to the town changes the dynamics of Mansfield.

Paterson said she understood

UConn has its own police department, but said it is responsible for covering the campus itself.

Town Council member Gene Nesbitt — who voted in favor of the contract — said he agreed Mansfield needed to continue providing public safety personnel to residents.

Nesbitt said if the reimbursement rate were to stay 70 percent, he would not want to add an additional trooper.

He said there were more fiscally responsible ways to use the surplus funding.

Nesbitt said he would like to see the money roll back to town's general fund, instead of being spent on an additional trooper.

PAGE  
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Conn., Monday, June 22, 2009 3

# Mansfield: to receive grant for radios

By CAITLIN M. DINEEN  
Chronicle Staff Writer

MANSFIELD — Using a grant they received from the state Department of Emergency Management and Homeland Security, town officials will replace 25-year-old radio equipment.

Funding was made available through the department's Emergency Management Performance Grant.

The grant — which is for \$15,000 and requires no local match — was awarded to the town's Office of Emergency Management June 1.

"This is the best kind of grant to have," said Mansfield's Office of Emergency Management Director John Jackman.

The funds will be used to replace the town's existing outdated two-way radio equipment.

According to the June 8 town manager's report, the funds will "add communications equipment to improve inter-operability for local and regional Emergency Management communications capabilities."

Jackman said the grant was necessary to pay for equipment that has been on the town's "back burner" for some time. "It was on a list of things that should be done for a period of time," he said.

Jackman said stationary equipment — such as the equipment being replaced — has a life span of 15 years. The age of the current equipment is almost twice as much as its life expectancy.

"We've been limping for a while," said Jackman.

He said parts of the radio equipment are more than 25 years old.

According to Jackman, the radio equipment is used to communicate with state and local emergency personnel in case a disaster strikes the area.

Although Jackman said the equipment is rarely used, he said it was necessary for it to work in case it is ever needed.

"When you need it, it's good for it to work," he said.

He said towns and cities often come under scrutiny for how officials respond to emergency situations, citing New York City's response to the Sept. 11, 2001 terrorist attacks and the World Trade Center bombing of 1993.

This equipment will better prepare Mansfield officials if they need to act quickly.

Jackman said he applied for the grant earlier this year and felt good about the town's chances to receive funds.

**PAGE  
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# Referendum on budget passes

By **CAITLIN M. DINEEN**  
Chronicle Staff Writer *6/17*

**MANSFIELD** — For the second time in two years Tuesday, Mansfield residents turned out to vote in the town's budget referendum after it was successfully petitioned to referendum.

And, as expected, voters again supported the \$43.01-million town/education

budget that was approved during the May 12 town budget meeting.

Of 1,371 votes cast, 897 votes were in favor of the budget and 474 opposed. Voter turnout was 11 percent.

Although there was lower voter turnout this year — compared to the 2,293 votes cast last year — polling officials said there was

a steady stream of voters all day Tuesday.

"It was pretty steady all day," said Democratic Registrar of Voters Andrea Epling. "(Turnout was) what we expected."

Despite the overall decrease in spending, the town's mill rate will increase due to state funding losses and less local tax revenue.

MANSFIELD	
YES	NO
897	474

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

(Budget, Page 4)

## Budget referendum passes 2-1

(Continued from Page 1)

since the budget was approved at referendum.

Tuesday's referendum came after members of the citizen group "Save Mansfield, CT" began petitioning to send the town budget to referendum May 16.

Under the town's revised charter, residents have 21 days following the town budget meeting to collect 2 percent of the signatures of registered voters in town in order to send the budget to referendum.

This year, 251 signatures were required, but more than 400 were submitted to the town clerk's office.

In addition to attempts to attract voters to the Audrey P. Beck Municipal Building via signage — some saying "vote yes" and others saying "vote no" — some residents sat outside the building holding signs urging voters to support the budget.

Mayor Elizabeth "Betsy" Paterson said she was not sure exactly why there were fewer voters this year compared to last year, but she

was sure those who wanted to participate were able to.

Paterson said she thought some residents may not have understood the reason for the referendum when the vote passed by an overwhelming margin during the May town meeting.

Nearly 84 percent of the votes cast during the meeting showed approval of the proposed budget. Of the 552 votes cast, 463 were in favor of it and 89 were against the budget.

According to Paterson, she was not surprised by budget results.

"I think that I expected it to pass," she said this morning. "I was gratified it did."

Both Superintendent Frederick Baruzzi and school board Chairman Mary Feathers could not be reached for comment this morning.

As per the town's charter, if the budget had been defeated, it would have gone back to the town council for final changes to the combined spending plan.

Although the new charter allows voters the

right to petition for a referendum, they only had one shot to either support or defeat the budget. Once a budget is defeated, voters do not get any other chances.

Voters also had two advisory questions to answer that would help guide the town council if the budget were defeated.

The first question — asking if the town portion of the budget was too high or too low — resulted in 645 residents indicating they thought the town's portion could be whittled down.

The other 496 residents who voted said they thought the town's portion was too low and needed additional funding.

When it came to education, however, residents flipped their view entirely and said the town's education budget — which specifically funds Mansfield's middle school and four elementary schools — was too low.

Of the 1,080 votes cast, 434 voters said the education budget was too high and 646 said it was too low.

PAGE  
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# State clears way for downtown roadwork

By CAITLIN M. DINEEN  
Chronicle Staff Writer 6/17

MANSFIELD — After waiting more than a year for approval to begin designing the road portion of the \$220 million Storrs Center project, the Mansfield Downtown Partnership has cleared the final pre-construction hurdle.

BL Cos., the Meriden-based engineering firm hired by Mansfield to engineer the road improvements, applied for the permit on behalf of the partnership in spring 2008.

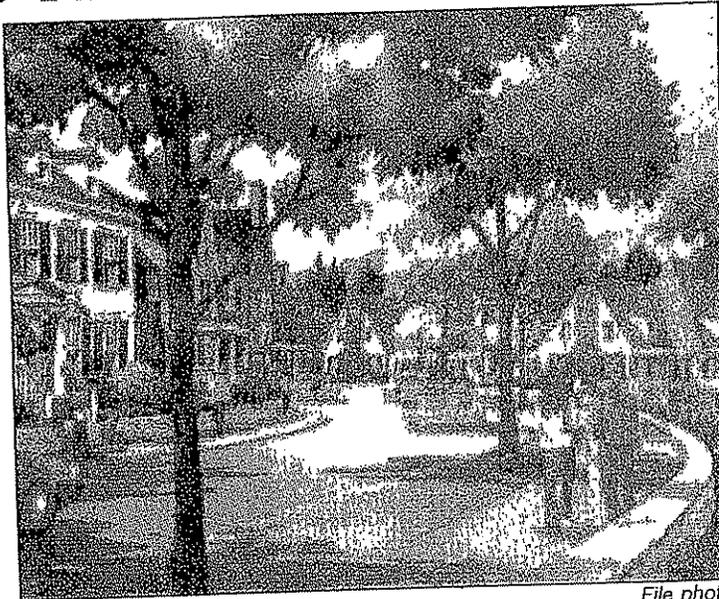
According to partnership Executive Director Cynthia van Zelm, permit approval means town and BL Cos. officials can move forward and begin design work for the major roadway.

Improvements to be made to Route 195 are directly connected to 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.

This step is the last one needed before approvals are sought on the project's buildings, which include local zoning approval. No timetable has been set for that aspect.

As for the road portion, van Zelm said the design phase would



File photo

An artist's rendering of the proposed Storrs Downtown project.

take "some time" and she hoped construction would begin in 2010. "We're aiming for next year," she said this morning, adding she would "rather not" pinpoint an exact timeline.

A release from partnership officials associated with the project outlined the type of construction and improvements that will be made along the roadway.

In addition to changes to be made on Storrs Road, the roads' intersections with South Eagleville

Road and Dog Lane will undergo work.

The intersection of South Eagleville Road and Route 195 will be modified to include dedicated turning lanes.

Dog Lane will be re-aligned and the two current lights near the intersection will be replaced with one four-way, lighted intersection.

The roadway will be re-aligned with Bolton Road.

(State, Page 4)

## State OKs work on Route 195

(Continued from Page 1)

To better accommodate for pedestrian traffic, partnership officials plan on adding or widening sidewalks and will add parallel parking along Storrs Road.

Van Zelm said the construction will cost approximately \$5 million and will be paid for by a mix of federal and state grant funding.

"The approval of the Storrs Road plan by the state Traffic Commission is a welcome and timely step for Storrs Center," said Macon Toledano, on behalf of the project's developer

— Tuxedo, N.Y.-based Leyland Alliance.

According to Toledano, the approval of the project will allow officials to move forward in the "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 Department of Transportation needs and function as a main street."

The approval of the permit by the state came after Mansfield residents voted in favor of bonding \$302,000 for improvements to the

western side of Route 195 in front of E.O. Smith High School and on Flaherty Road.

The town's share — combined with \$1.17 million in federal funding — will fund the addition of enhanced pedestrian crosswalks, sidewalk improvements, street lighting, benches and various plantings.

Although this project is not part of the proposed improvements to Storrs Road by partnership officials, town officials have said it is meant to be complimentary to the downtown project.

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## Courant.com

### Auto Repair Business To Join Others In Storrs Center

July 1, 2009

STORRS —

An auto repair business plans to relocate to the planned Storrs Center development, joining two restaurants that have announced plans to join the proposed mixed use village near the University of Connecticut.

Storrs Automotive on Dog Lane, a longtime business in Mansfield, signed a letter of intent agreement and plans to expand its garage to three bays.

Moe's Southwest Grill, a Mexican food franchise, and the Vanilla Bean Cafe, a popular Pomfret restaurant, have also signed letters of intent to join the \$220 million development. Storrs Center will comprise restaurants, retail stores, offices, condominiums and rental apartments on 17 acres across from the UConn campus and E.O. Smith High School along Route 195.

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**Farmington's Premier**



**Active Adult Community**

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# Despite Economy, Dramatic Projects In Storrs

By **FRANK RIZZO**  
rizzo@courant.com

**W**hile cutbacks have delayed or eliminated expansion projects at colleges around the country, the School of Fine Arts at the University of Connecticut in Storrs is moving forward with its plans, even as it recalibrates its once-grand ambitions.

Though Frank Gehry's project to redesign and expand the disparate college into a single whole is now a distant architectural memory, a more modest project by a former Gehry associate is moving forward.

The most immediate new element will not be a building but a program: the return of the Nutmeg Summer Series run by the Connecticut Repertory Theatre, or CRT, the professional resident company of the Dramatic Arts Department. The series, which began in the 1940s, was suspended in 2002 for financial reasons.

With a new business model that taps into co-productions and new support from the university and private donors, CRT revived the popular series. Its ambitions are conservative for its first year, with the presentation of a single show in June. If successful, CRT plans to make it a full series next year with several productions, keeping the theater — and the campus — more lively throughout the summer.

The series this summer is budgeted at \$187,000 and is expected to be self-supporting. Regina Taylor's "Crowns" runs June 11 to 21 at the 500-seat Harriet S. Jorgensen Theatre. The show about African-American women in a church choir is filled with gospel music, humor and story-telling. It is a co-production with the Indiana Repertory Theatre and the Syracuse Stage.

Dean David G. says the key in bringing the program back was gaining special funding,

UCONN  
Icon #27

## UConn Arts

CONTINUED FROM G1

not the least of which is from a local developer who is working on a \$220 million transformation of Storrs' town center, just across the street from the School of Fine Arts. Groundbreaking is expected this fall for the town center development, which will feature a mix of housing, retail, offices and restaurants.

The renovation and expansion of the School of Fine Arts is moving ahead, but also on a more modest scale than originally planned.

While the original project unveiled in 2004 to renovate and expand the School of Fine Arts topped \$90 million — and headed by superstar architect Gehry — the new expansion will be

done in two phases, with the first stage beginning next year and costing \$20 million.

Woods says it's important that the momentum of the town center development be matched with the college's own capital project. Heading the college's renovation of its existing building is Herbert S. Newman of Newman Architects in New Haven. Newman is also the architect overseeing the Storrs center development.

"That Gehry connection has not been entirely lost," says Woods, who introduced Gehry's renderings with great fanfare five years ago. "The design that is emerging for us is very similar to Gehry's design. However, it's very functional, practical and less expensive."

"Ours are among just a handful of projects that will continue," says Woods, referring to the overall cutbacks from the state this year.

"This project and the arts have literally moved up the list," says UConn President Michael J.

Hogan of his priorities for the university.

He points to a new emphasis on the arts in colleges across the country, an area often bypassed in favor of other aspects of university life. "For a university like UConn at Storrs, which is a flagship, students don't have to be in the arts to want a taste of the arts. They now expect that, just as they expect a recreation and wellness center."

The second phase — still years down the line and costing an additional \$20 million, at least — will include a new gallery, concert hall and theater.

The Dramatic Arts Department will be getting a new look in leadership as well. Gary English, who headed the department for 15 years and founded the CRT in 1993, is on sabbatical but is returning next year as artistic consultant and faculty member. Dale AJ Rose will be interim artistic director, and

Tim Hunter will be interim department head of CRT while a national search for a new department head is completed.

"Even in a severe economic crisis and a transition of leadership," says CRT managing director Frank Mack, "the department of dramatic arts and CRT is finding new funds to restart additional producing, supported by its close relationships with the community and new working relationships with other theaters to make the finances work."

**>>CROWNS** plays June 11 to 21 at the Harriet S. Jorgensen Theatre on the UConn campus in Storrs. Performances are Tuesdays through Thursdays at 7:30 p.m., Fridays at 8 p.m., Saturdays at 8 p.m. (with a Saturday matinee at 2 on June 20) and Sundays at 2 p.m. Tickets are \$14 to \$36. Tickets and information: 860-486-4226 or [www.crt.uconn.edu](http://www.crt.uconn.edu).



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**CTNEWS**


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*Hartford Courant  
5/13/09*
**MANSFIELD**

# First Tenant For Storrs Center?

## Vanilla Bean Café Owners Have Plans To Open 100-Seat Restaurant

By **GRACE E. MERRITT**  
gmerritt@courant.com

**MANSFIELD**—The Vanilla Bean Café, a widely known restaurant in quiet Pomfret, plans to open a branch in the proposed Storrs Center, a development next to the University of Connecticut that has been in the planning stages for years.

The café owners have signed a letter of intent to open a 100-seat restaurant, a significant step toward becoming the first tenant in the \$220 million center that would offer a mix of shops, restaurants, housing and entertainment in a village setting.

Restaurant owners Barry and Brian Jessurun, who also own another restaurant in Putnam called 85 Main Street, said they have been interested in Storrs Center for years, attracted to the prospect of designing a café for a college town.

"I've always loved college towns. There is something about the vibrancy and life that is just fun to be around," Barry Jessurun said.

Still, don't count on a grand opening anytime soon.

Construction on the first phase of Storrs Center isn't expected to start until next year and the restaurant would not open until 2011. The first phase of the project, north of Dog Lane, would feature 25,000 to 30,000 square feet of retail, restaurant and commercial space and about 114 rental apartments. The developers hope to open a 540-space, publicly funded parking garage in two years.

The new 3,000-square-foot restaurant would not be a clone of "The Bean," as it is known, but would have patio seating and offer the same kind of seasonal sandwiches and soups as well as healthy breakfast offerings. It would not have a bar, but would most likely serve New England beer and, possibly, local wine. Currently there are no plans for live music, Barry Jessurun said.

Jessurun said he is not concerned about losing business during the quiet summer months when the campus is virtually empty because he expects his restaurant to appeal to area businesses and families.

"Besides, the long-range plan for Storrs Center is to have it be a destination area where it is busier in summer than it is in the wintertime," he said.

The concept of having such a development in Storrs has been floated for decades, but began to take shape eight years ago when the town, the university, businesses and community members formed the Mansfield Downtown Partnership to shepherd the project through the planning and permitting process. The group hopes to clear a major hurdle this summer when the State Traffic Commission is expected to rule on a \$2.5 million plan to make Storrs Road more pedestrian-friendly.

The slow progress **218**

made some local residents impatient while others have raised concerns about traffic, the impact of the quiet summer season on businesses and whether the town would end up having to pay for a second, planned parking garage.

Some also worry about whether the university can deliver on its promise to provide water to the project, which could eventually have as many

as 700 to 800 apartments and condos.

"This will overburden an already burdened water supply," said David Morse, a Mansfield environmentalist who has been critical of the university's water practices since UConn drained a section of the Fenton River four years ago.

Tom Callahan, UConn's associate vice president of

administration and operation, said that UConn is committed to providing the 169,000 gallons of water a day that the center will require. Already, through conservation efforts, UConn uses 220,000 fewer gallons of water a day than it did in 2005, he said. The university also is trying to develop a water facility that would recycle water, saving another 250,000 to 400,000 gallons a day.

MANCHESTER PROBATE COURT, 60 LEHIGH ST., Manchester, CT 06040 on June 26, 2009 at 10:30 AM.

On an application for Temporary Custody Pending Removal of Guardian concerning a certain minor child born on January 24, 1997. The court's decision will affect your interest, if any, as in said application on file more fully appears.

RIGHT TO COUNSEL: If the above-named person wishes to have an attorney, but is unable to pay for one, the court will provide an attorney upon proof of inability to pay. Any such request should be made immediately by contacting the court office where the hearing is to be held.

By Order of the Court  
Susan M. Angelica, Clerk

**LEGAL NOTICE  
EAST WINDSOR PLANNING & ZONING COMMISSION**

The East Windsor Planning & Zoning Commission will hold a regular meeting starting at 7:00 p.m. on Tuesday, June 9, 2009, at the East Windsor Town Hall, 11 Rye Street, Broad Brook, CT, with the following public hearings to be heard:

1. Application of Elzear Rodrigue for a 1-lot re-subdivision at the south side of Mahoney Road. [A-1 zone; Map 30, Block 31, Lot 1]
2. Application of the Town of East Windsor for a Zone Change for property located at 247-249 South Water Street, owned by Steve and Noreen Farnham. Fix the zone line between A-2 and B-2 to follow flood limit line. [Map 13, Block 5, Lot 33]

Copies of the above applications are on file in the Planning & Zoning Office. A copy of the proposed zone change map is also on file at the Clerk's office. All interested persons may appear and be heard. Dated at East Windsor, Connecticut, this 29th day of May, 2009.

EAST WINDSOR PLANNING & ZONING COMMISSION  
Lorraine Devanny, Secretary

**LEGAL NOTICE OF ACTIONS**

The East Windsor Zoning Board of Appeals held a meeting on June 1, 2009 with the following results:

Approved ZBA #2009-08 - Application of Charles Hart for property located at 266 North Road, owned by Revco Properties, LLC, for a variance of Section 404 Permitted Accessory Uses - Residential Districts, to allow the retail sale of propane as an accessory to an existing greenhouse/garden center facility. [A-1 zone]

Approved - ZBA #2009-10 - Application of ACI Auto Group, LLC for property located at 187 South Main Street, owned by LCP Partnership, for Location Approval under Sec. 14-54 and 14-55 of the CGS for a used car dealer license. [B-2 & A-1 zones]

Approved - ZBA #2009-11 - Application of Dianne Francis, for property located at 9 Mill Street, for a variance of Section 401 Bulk & Area Requirements - Residential Districts (lot coverage and setback), to allow a 17' x 20' attached garage with a resulting lot coverage of 29.2% where 15% is the maximum allowed, and which will be located 8' from rear property line where 30' is the minimum requirement. [B-2 zone]

Dated at East Windsor, Connecticut, this 2nd day of June, 2009.  
EAST WINDSOR ZONING BOARD OF APPEALS  
Cliff Nelson, Secretary

**LEGAL NOTICE  
BOLTON INLAND WETLANDS COMMISSION**

THE BOLTON INLAND WETLANDS COMMISSION, AT ITS MAY 26, 2009 REGULAR MEETING, TOOK THE FOLLOWING ACTION:

The Inland Wetlands Commission approved:  
1. Application #2009-2 - Town of Bolton - 29 Hebron Road/Herrick Park - construct two grass surface athletic fields, 35 vehicle parking area, open pavilion and associated drainage in review area.

2. Application #2009-3 - Town of Bolton - Hebron Road at Baker Brook Crossing (by 217, 208 and 212 Hebron Road) - replacement of twin 48" RCP culverts with appropriately sized reinforced concrete box culverts.

3. Application #2009-4 - Town of Bolton - School Road culvert over unnamed brook (between 68, 78 and 91 School Road) - replacement of the existing 42" RCP culvert with an appropriately sized reinforced concrete box culvert.

4. Application #2009-7 - Paul Kowal - 12 Lookout Landing - install aboveground pool with deck in review area.

The Inland Wetlands Commission delegated applications to the Inland Wetland Agent for issuance:

1. Application #2009-6 - Wastewater Services, Inc. - 355 West Street - install septic system in review area.

2. Application #2009-8 - Brian Worsham - 55 Brookfield Road - install septic system in review area.

3. Application #2009-9 - Gregory Carini - 14 Lakeside Lane - grading for construction of garage and workshop in review area.

4. Application #2009-10 - Paul Holmman - 21 Steeles Crossing Road - construct 10' x 15' shed on crushed stone and firewood shed in review area.

James Loersch, Chairman  
Bolton Inland Wetlands Chairman

Courant 6/4/09 STATI

**Grill To Open  
In Development**

STORRS — Moe's Southwest Grill, a Mexican food franchise, has signed a letter of intent to open in Storrs Center, becoming the second restaurant to commit to the planned, mixed-use development near the University of Connecticut campus.

The "quick-serve" restaurant, which makes customized burritos, quesadillas, nachos, salads and fajitas, is owned by the Atlanta-based Focus Brands Co., and has franchises in West Hartford, New Haven, South Windsor and Milford. Last month, the Vanilla Bean Cafe, a popular Pomfret restaurant, signed a similar letter of intent to open a branch there.

The \$220 million development will combine restaurants, retail stores and offices with condominium and rental apartments on 17 acres.

The plan calls for a new Town Square and a smaller Market Square and will knit architecture, pedestrian-oriented, landscaped streets and public spaces into a series of small neighborhoods.

Cynthia van Zelm, executive director of the Mansfield Downtown Partnership, said that the developers are carefully programming the project and had been looking for a Mexican-style restaurant for it.

**UConn Honors  
Fallen Alumni**

STORRS — The University of Connecticut Alumni Association will unveil a Roll of Honor that memorializes alumni who died while serving in the military during a ceremony on campus at 8:45 a.m. Saturday in the Centennial Alumni Center on campus.

The Roll of Honor lists the

the Wilbur Cross Building.

During the ceremony, which is open to the public, Myles Martel, a member of UConn's Class of 1965 and chairman of the memorial committee, will give welcoming remarks and members of UConn's ROTC cadet corps will read the names listed on the Roll of Honor.

Any student who attended UConn for one semester qualifies as an alumnus. Anyone who might have information about UConn alumni who died during the Vietnam War, or any other war or military engagement in which the U.S. was involved, is encouraged to send the information to Betsy Pittman at Betsy.Pittman@uconn.edu or to the Thomas J. Dodd Research Center, 405 Babbidge Road, Unit 1205, Storrs, CT 06269-1205.

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**The West Hartford Chamber of Commerce and The Computer Company**  
present  
**The 21st Annual Meeting**  
Thursday, June 11, 2009 • 4-7 p.m.  
featuring  
**Ken Gronbach**



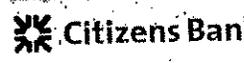
**Hoffman Auditorium  
Bruyette Athenaeum  
SAINT JOSEPH COLLEGE**  
1678 Asylum Ave. West Hartford, CT

4:00p.m. - Registration  
4:30p.m. - Chamber Year-in-Review & Awards  
5:00p.m. - Keynote Address by Ken Gronbach  
6:00p.m. - Wine & Hors d'oeuvres Reception

Cost to attend the Annual Meeting is \$40/person - please visit [WHChamber.com](http://WHChamber.com) to reserve your seat.

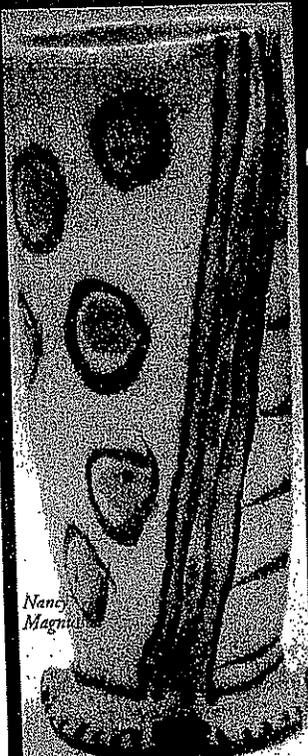
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50 South Main Street  
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# HOT SPOT SUITS STORRS

**S**torrs Center has been long on promise but slow to materialize. Thankfully, the \$220 million, mostly privately funded commercial-residential development just got a little closer to reality.

Owners of the Vanilla Bean Cafe, a popular Pomfret restaurant, gathering place and music venue, have signed a letter of intent to become the first tenant in the new college town at the University of Connecticut. This is a great fit.

## SMART GROWTH

>> What else would you expect in a university town?

The "Bean" draws from all over because of its healthy and often locally grown food. It is a funky spot that has been described as so homiey it is difficult to leave.

It offers an array of low-key entertainment, namely folk music, bluegrass and open mike nights.

Although there are no plans right now for music at the Storrs branch, we hope it develops a similar bent. Such a venue would certainly help to make the new Storrs Center a destination spot. Think mini-Northampton.

The evolution of the Storrs Center project, a collaboration among the town, the university, the state and private developers, has taken years of planning. Construction for Phase 1 — about 114 apartments and 30,000 square feet of commercial space — isn't expected to start until next year. A parking garage has yet to be built and present businesses have yet to be relocated. Proposed road improvements require state approval.

Still, having a committed tenant is an encouraging sign that liftoff is near.

The area could certainly use improvement over the unkempt block of partly vacant storefronts that now serves as the gateway to the business district.

A pedestrian-friendly blend of shops, housing and entertainment will help attract students to the university and customers to local businesses. With access to public transportation, Storrs Center represents the essence of smart growth.

THE HARTFORD COURANT SAT., MAY 16, 2009

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## Business

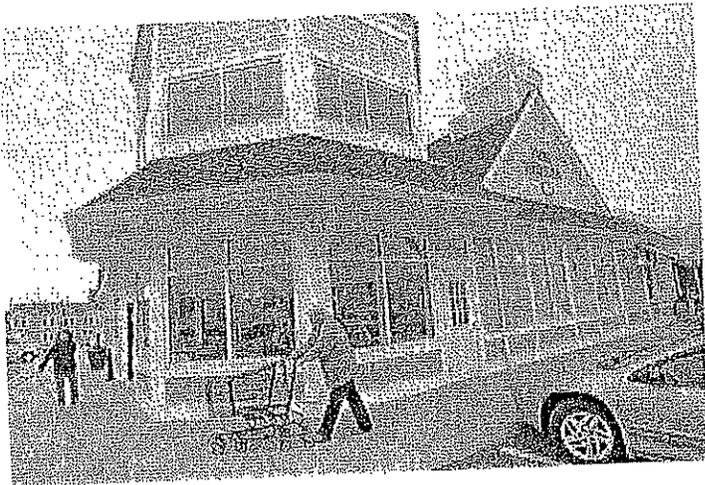
Comments 1 | Recommend 0

### Narragansett is hoping the mixed-use Pier MarketPlace will generate much-needed tax revenue

01:00 AM EDT on Sunday, April 19, 2009

By Lisa Vernon-Sparks

Journal Staff Writer



The site also has several smaller retail components, including Trio Restaurant, Pier Liquors, a daycare center and an 80-foot mosaic on Beach Street.

Narragansett is famous for its picturesque ocean views and lavish beachfront homes.

But that beauty and affluence doesn't safeguard it from the fiscal stresses plaguing other communities in Rhode Island.

State aid has diminished, labor unions aren't eager to give ground and local taxation has its limits.

In a downturn that has delivered pain nearly everywhere on the economic spectrum, officials say the town is facing its first substantial budget shortfall, for the fiscal year that begins July 1.

But down by the water, overlooking the expanses of Narragansett Town Beach, there is one bright spot in the town's difficulties: the Pier MarketPlace, a mixed-use project that includes a 99-unit

Narragansett is hoping the mixed-use Pier MarketPlace will generate much-needed tax re...

condominium complex. Built by Providence-based Gilbane Development Co., the project will inject a sizeable dose of tax revenue.

Early results of a townwide statistical revaluation, started last year, show that values have increased on 17 percent of properties in town, and most of those properties are in the pier area. Town officials estimate a great deal of the increase is sprouting from Pier MarketPlace.

"That's the one that has increased. That's the gem of Narragansett. It would infuse some money," said council President David J. Crook. "We are looking at a reduction in other things. We've never had [a shortfall] like this before. Gilbane is a positive side. The other side is very negative."

For the coming fiscal year, Narragansett faces a \$2-million gap in the proposed \$47-million budget, in part because state aid has been diminished by roughly \$750,000 in the coming year and the first payment of \$1.3 million will come due on a 20-year school-construction bond. The council is chipping away at the shortfall, cutting department budgets, and it appears the town will push to the maximum its ability to increase property-tax revenues from year to year; the state-imposed cap is 4.75 percent.

GILBANE has been vested in the 28-acre site since the 1970s, back when the area was a jumbled mess of dilapidated buildings and shanty apartments. By the end of May the developer is expect to wrap up work on the residential centerpiece of the project, a 10-building, 99-unit condo complex, the Surfside Condominiums.

The condos offer majestic vistas of Narragansett Town Beach, and are adjacent to a village of shops, restaurants and other assorted commercial spaces, some that are privately owned.

While fewer than a third of the residential units are occupied, condo sales are steady, said Gilbane spokesman Wesley C. Cotter. They range in price from roughly \$500,000 to \$1 million.

The Gilbane-leased anchor stores, some in Victorian-style architecture, include Trio Restaurant, which opened in 2008, the International Grocer's Association Market and the Pier Liquors. The site also has several smaller retail components, some leased by Gilbane; a daycare center, other restaurants and an 80-foot mosaic on Beach Street.

"It's progressing. The units continue to sell, even in this tough economy," Cotter said. He said Gilbane is focused on completing the first phase in May "and getting those folks in there and creating vibrancy to the area. The anchor stores have done well. The tenants are pleased. We are pleased that we've brought an architectural flair to the area."

The second phase of the project is landscaping and primarily cosmetic renovations of three buildings that Gilbane leases to local businesses. Town officials have said they thought the developer would add floors to those buildings for more mixed-use development. The town and developer have not agreed on the plan.

"We are studying the contractual obligations without impacting those businesses," Cotter said. "There is a density problem on the business side. If we added anything to that area, there would be no place for anybody to park. In the summer the businesses are flourishing. It's not a real viable option."

Meanwhile, poised to boost tax revenue for the town are the 99 condos at 20 Narragansett Ave. — property that was assessed at \$8.4 million in 2005. That could climb as high as \$36 million once a townwide statistical revaluation that began last year is completed, according to town Tax Assessor John

Narragansett is hoping the mixed-use Pier MarketPlace will generate much-needed tax re...

D. Majieka.

For now, it appears values have risen on 17 percent of properties in town, and most are properties in the pier area, while values on 83 percent have fallen, so "any growth that we are seeing is coming from that project," town Finance Director Robert Uyttebroek noted. Stephen Ferreira, district manager at Vision Appraisal, which is doing the town's revaluation, said the assessments on the Gilbane project are incomplete, so it would be hard to gauge how much more tax revenue the site would generate.

In January, Majieka estimated that Pier Marketplace could add \$480,000 in tax revenue once the tax rates are set. Currently, the town's residential tax rate is \$7.25 per \$1,000 of assessed value; the commercial rate is \$10.87 per \$1,000 of assessed value.

Among the town's biggest taxpayers are the Stop & Shop and the Salt Pond Shopping Center on Point Judith Road, and the Pier is likely to join those ranks, officials said.

"We won't know what they are worth until we have finished our analysis," Majieka said. He said that even if the town is gaining one side, it's losing on another. Property values, on the whole, have fallen, but the town's revenue needs haven't gone away. "If you are taking away money from one part, you have to make it up from another part," he said.

Local businesses are optimistic about the Pier project.

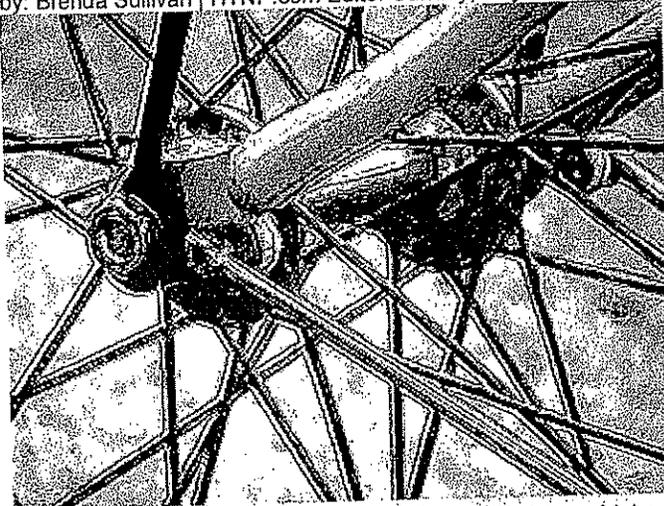
"The businesses are very dependent on the success of the condos being occupied. A lot of those businesses are open year-round," said Deborah Kelso, executive director of the Narragansett Chamber of Commerce. "Narragansett is an affordable, accessible destination. The success of those businesses depends on the success and marketing of those condominiums."

[lsparks@projo.com](mailto:lsparks@projo.com)

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## Can you help with the 2009 'Tour de Mansfield'?

by: Brenda Sullivan | HTNP.com Editor Sunday, July 5th, 2009



Volunteers are needed to help with the fourth annual Tour de Mansfield: Village to Village bike tour, which will be held on July 18. (Rain date is July 25) The tour is a cooperative project of the Mansfield Community Center, Mansfield Downtown Partnership and the Town of Mansfield.

The event - which runs from 7 a.m. to noon - is meant to bring the community together around a social and recreational activity, encourage exercise through cycling, bring awareness to the scenic beauty of Mansfield's villages and provide a family-oriented activity for area residents.

**Volunteers are needed for two 4-hour shifts: from 6 a.m. to 10 a.m., and from 10 a.m. to 2 p.m.** The Tour de Mansfield routes are designed to appeal to riders of all levels, including:

- a 5-mile Family Fun Ride, which begins at 11 a.m., around the UConn campus and surrounding roads, accompanied by police officers
- and 20 or 40 mile Challenge Rides (which include rest stops with snacks and water). To follow these routes, you must be experienced with cycling in traffic.

Maps of the routes will be provided.

The rides start and end at the Mansfield Community Center - and conclude with a barbecue.

All riders must wear helmets.

The entry fees are:

- \$10 for riders age 12 and over, payable by July 17
- \$25 for family registration, payable by July 17

Or register on the day of the bike tour, but there is an additional \$5 charge.



There's no fee for children under age 12, but they must be accompanied on the ride by an adult.

The first 100 riders at the event will receive a free commemorative T-shirt.

To register online, visit the town Website at [www.mansfieldct.org](http://www.mansfieldct.org) and click on the bike tour logo.

Or you can register in person at the Mansfield Downtown Partnership offices (on Route 195, lower level behind Starbucks), at Town Hall/Audrey Beck Municipal Building at 4 South Eagleville Road (next to E.O. Smith High School) and at the Community Center (behind Town Hall).

You can also download a copy of the registration form (in PDF format) at this link:

[http://www.mansfieldct.org/town/current/events/2009\\_bike\\_tour.pdf](http://www.mansfieldct.org/town/current/events/2009_bike_tour.pdf)

If you would like to volunteer, or for more information about the event, please call Sara-Ann Chainé at the Town Manager's Office at 429-3336.

*Posted July 5, 2009*

# 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	4
Storrs Road/Shewak																							
Town Square																							
				Market Square																			
											Village Street												
															Residential High								

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 LeylandAlliance, 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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## Mansfield OKs contract for State Troopers

by: Caitlin M. Dineen | Staff Writer Monday, June 29th, 2009



Photo © by Brenda Sullivan. -----

Seven resident State Troopers and one Resident State Police Supervisor will be assigned to Mansfield for the next two years.

A new contract, effective July 1, 2009 through June 30, 2011, was approved by the town council at its June 22 meeting.

Mansfield's 2009-2010 budget includes \$ 800,000 for the eight troopers for fiscal year 2010, which assumes a state 85 percent reimbursement [paid by the town to the state], based on a recommendation by M. Jodi Rell.

Currently, the reimbursement rate is 70 percent.

Mayor Betsy Paterson said she supported the new contract because the troopers are needed - Mansfield does not have its own police department.

"We're a small community in terms of taxpayers," she said. "But we're a large community when you add students and University of Connecticut staff."

She also noted that while UConn has its own police department, it is responsible only for the campus - while many students live in housing surrounding the campus.

Town Council member Gene Nesbitt, who also voted for the contract, said he agrees the town needs public safety personnel but if the reimbursement rate changes, he would not want to add an additional trooper.

He said there are more fiscally responsible ways to use surplus funding. Nesbitt said he would rather see the money roll back to the town's General Fund.

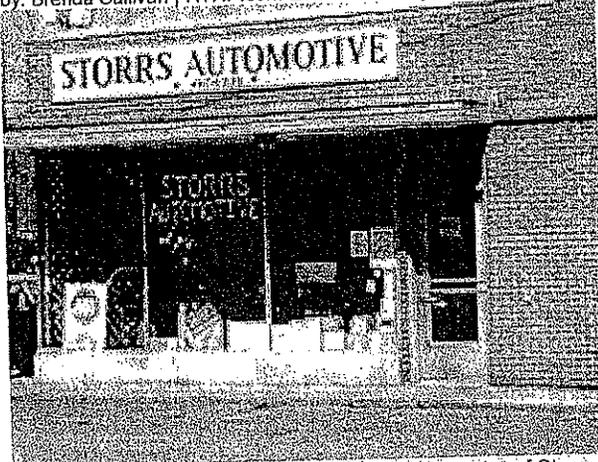
Posted June 29, 2009

Originally published in The Chronicle.

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## Storrs Automotive signs on for Storrs Center project

by: Brenda Sullivan | HTNP.com Editor Thursday, June 25th, 2009



Schein, a UConn graduate, has been owner/operator of Storrs Automotive since 1975.

Storrs Automotive, a long-standing tenant in the commercial area that will one day become Storrs Center has signed on as the project's first relocation tenant.

Owner René Schein, whose business is tucked slightly to the rear of Store 24, at 4 Dog Lane, has signed a letter of agreement to be a part of the new "downtown."

Plans call for Storrs Automotive to relocate to Building DL2, whose construction is part of Phase 1A of the project.

Schein, a UConn graduate, has been owner/operator of Storrs Automotive since 1975. "We're thrilled to be a part of the new community," she said.

"Our plans call for expanding the facility into three bays, which will be good for business... I'm honored by the community support in keeping me here," she said.

Speaking for the Mansfield Downtown Partnership, Executive Director Cynthia van Zelm said, "We've known Rene Schein and Storrs Automotive for many years, and we're very pleased and proud to have them on board as an initial tenant."

Vice President of Planning and Development Macon Toledano, for master developer LeylandAlliance, said, "Since the earliest planning phases of Storrs Center, we've been hopeful of bringing Storrs Automotive into the community. They are a well-regarded Mansfield business and will be a welcome tenant in the first phase of the project."

Posted June 25, 2009

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## STORRS

# Connecticut Trails Day provides venue for Storrs Center discussion

By KITTY LESHAY  
*Reminder News*

Joshua's Trust and The Mansfield Downtown Partnership joined together to provide a leisurely and informative walk to people interested in how the Storrs Center project will blend with the natural environment. The June 6 walk was part of Connecticut Trails Day, which is a program designed to promote enjoyment of the outdoors.

Ruth Moynihan, from the Trust, provided a historic presentation down memory lane as participants learned about the Whetten Woods, the Whetten family and her own recollections of how these woods have changed over the decades. Cynthia van Zelm spoke about how the open space of the Storrs Center project will fit with the Whetten Woods and generally how a downtown will benefit the public with minimal environmental impact.

The Whetten Woods are adjacent to the land where the bulk of the Storrs Center project will be built. "We want to show how the Downtown Partnership connects with the Whetten Trail," van Zelm said at the onset of the walk. The 27 acres were donated about 10 years ago by Theorra Whetten in memory of her husband, Nathan, who was dean of a University of Connecticut graduate school for many years.

"The Downtown Partnership has \$18 million in funds which are committed by the state and federal governments, but most of the funding for the project will come from private sources," van Zelm said. Work is about to begin on Phase 1, which is a microcosm of Phase 2-4, in that it will include demolition and constructions, both business and residential.

The popular Vanilla Bean restaurant, as well as Moe's Southwest Grill, a national chain, have signed letters of intent to be part of Storrs Center. Phase 2 is Village Street, a center of business and restaurants. Phase 3 will expand on the residential, and Phase 4 will include Market Square which will be service-oriented.

David Markowitz expressed his general enthusiasm for the Partnership as he walked and took in all the information. "Anytime the Vanilla Bean creates a new restaurant, I want to be near it. It's not just good food at reasonable



Ruth Moynihan provided a rich history of the Whetten family and the parcel of land. Photos by Kitty LeShay.



Lynn Stoddard examines the initials and design carved by one of the Whetten sons.

prices, but music on weekends and art exhibits," he said.

Many of the participants on the walk were enthusiastic about a Storrs Center, and some are actively promoting it. Lynn Stoddard, a member of Smart Growth for Mansfield.org, is a citizen advocacy organization dedicated to educating people on the benefits of the Center. "We love the project because it concentrates development in a thoughtful way, mixing business, housing and open space in an environmentally sustainable manner," she said.

As Stoddard hopped on her bike at the conclusion of the walk, it was easy to visualize a vibrant Center while retaining the rural beauty of the area.

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## LOCAL NEWS

MANSFIELD 6/26/09

# Mansfield sponsors paddle along the Willimantic River

BY MELANIE SAVAGE  
Staff Writer

Erica (8), Derek (6), and Kurt (4) got up early on Father's Day to make breakfast for their dad, Lee. "We made bacon, eggs, Jimmy Dean sausage, and banana nut bread," said Erica. Then, the whole family headed down to River Park in Mansfield for the first annual Father's Day paddle along the Willimantic River. "We might make it an annual thing," said organizer Jennifer Kaufman of Mansfield Parks and Recreation. The plan was to paddle from River Park to Eagleville Lake, a flat-water trip suitable for all skill levels.

"It sounded like the thing to do," said Lee. "I've been looking for a Father's Day paddle for years. They used to have one down at the Shetucket, and they just stopped it. Any excuse to get on the water."

Friends of Mansfield Parks and Parks and Recreation decided to organize the paddle after the completion of River Park. The park, first envisioned by the town's Open Space Preservation Committee over 20 years ago, opened the summer of 2008. "It's the only handicapped-accessible canoe and kayak launch in town," said Kaufman. "We wanted to have a park by the river where people could come and enjoy the outdoors." As families gathered for the paddle, another family took advantage of the large grassy area to toss around a frisbee. Another resident was training his dog. "So far, there aren't any sports events scheduled here," said Kaufman. "People can just come by and hang out."

River Park and the surrounding area are part of the Willimantic River Greenway. The Willimantic River Alliance Web site describes the project, begun in 2003, as "a long-term project to link existing open spaces and to extend walking trails and bike routes along the 25-mile length of the river." A guide of trails within the town of Mansfield is in the works. Kaufman expects it to be available within the next six weeks at [www.mansfieldct.org/trail](http://www.mansfieldct.org/trail) guides. In the meantime, the Town of Mansfield now has eight kayaks available for rental at the Mansfield Community Center. The cost is just \$5 per day.

The Father's Day paddle was lead by volunteers Michelle Baughman and

Eric Kruger. Kruger was accompanied on the trip by his daughters, Hannah and Madelyn. The girls had gotten up early to celebrate Father's Day with their dad. "Madelyn made breakfast," said Kruger.

For more information regarding the Willimantic River Greenway, go to [www.willimanticriver.org](http://www.willimanticriver.org). For more information regarding programs at the Mansfield Community center, go to [www.mansfieldct.org](http://www.mansfieldct.org), and click on the Community Center logo. Or call 429-3015 for information on kayak rentals.

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