



**TOWN OF MANSFIELD
TOWN COUNCIL MEETING
Monday, March 22, 2010
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

Following adjournment per CGS §1-200(2) the Council will meet to discuss strategy and negotiations with respect to collective bargaining for units represented by CSEA.

REGULAR MEETING – MANSFIELD TOWN COUNCIL
March 8, 2010

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: Haddad, Keane, Lindsey, Moran, Paterson, Paulhus, Ryan, Schaefer
Excused: Kochenburger

II. APPROVAL OF MINUTES

Ms. Moran moved and Mr. Paulhus seconded to approve the minutes of the February 22, 2010 Special meeting as presented. The motion passed with all in favor except Mayor Paterson who abstained. Ms. Moran moved and Ms. Keane seconded to approve the minutes of the February 22, 2010 meeting as presented. The motion passed with all in favor except Mayor Paterson who abstained.

III. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

Bill Powers, Ellise Road, spoke in favor of the Council reciting the Pledge of Allegiance at the beginning of each meeting.

Mike Sikoski, Wildwood Road, questioned the appropriateness of the Town chili fest.

Betty Wassmundt, Old Turnpike Road, commented on a number of topics.
Statement attached.

David Freudmann, Eastwood Road, stated he was chagrined to see the farm building tax exemption on the agenda, given the economy.

IV. REPORT OF TOWN MANAGER

Statement attached

Town Manager Matthew Hart thanked Assistant to the Town Manager Maria Capriola for her work on the Citizen Budget Guide 2010. He also announced that the Windham Special Olympics will be held on March 13th starting at 10 a.m. The Town Manager expressed his support for the chili fest noting that this is one of several activities the Town supports to help provide a positive work environment and that employees use their own time to participate in these events.

V. REPORTS AND COMMENTS OF COUNCIL MEMBERS

Mayor Paterson announced the School Building Committee will hold an informational session on March 15th at the Mansfield Middle School at 7:00 p.m. to update residents on their progress.

By consensus the Council agreed to move Item 4, Presentation: Open Space as the next item of business.

VI. OLD BUSINESS

1. Community/Campus Relations

The Town University Relation Committee will meet on March 9th at 4:00 p.m. to hear a presentation on the Storrs Center Streetscape Project. The Town Manager also announced the Committee on Community Quality of Life voted in favor of a change in the definition of family in the PZC regulations and will forward this proposed recommendation to the Planning and Zoning Commission.

2. Community Water and Wastewater Issues

The Four Corners Sewer and Water Advisory Committee will be meeting on March 9th at 7:00 p.m. and has invited various environmental advocacy groups.

3. An Ordinance Providing a Tax Exemption for Farm Buildings

Ms. Keane moved and Ms. Lindsey seconded to refer the proposed ordinance to the Ad Hoc Ordinance Development and Review Committee. Council members discussed the advisability of broadening the approach to include a review of what the Town could do to promote sustainable farming in general.

Ms. Keane and Ms. Lindsey amended the motion to refer the issue to the Agriculture Committee. By consensus the Council agreed to the amendment and the motion to approve the amended motion passed unanimously.

Mr. Haddad asked that the Agriculture Committee keep the Council advised of any budgetary impacts their proposals might have so the Council will be able to evaluate the proposed changes during the budget review process.

VII. NEW BUSINESS

4. Presentation: Open Space

Program Parks Coordinator Jennifer Kaufman in concert with Jim Morrow, Vicki Wetherell, Ken Feathers and Steve Lowry representing the Open Space Preservation Committee, Quentin Kessel representing the Conservation Commission, and Sue Harrington representing the Parks Advisory Committee explained the processes involved and the value of the open space program in the Town. Speakers described how each of their committees have and continue to work individually and collectively to preserve resources and features of value to the community and environment.

On behalf of the Council Mayor Paterson thanked the committee members for their work commenting that this is a good example of how volunteers can contribute and make a difference to the Town.

5. Proposed Open Space Acquisition – Ossen Property

Mr. Haddad moved and Ms. Keane seconded to schedule a public hearing for 7:30 PM at the Town Council's regular meeting on March 22, 2010, to solicit public comment regarding the proposed purchase of the Ossen property on Birchwood Heights Road.

Motion passed unanimously.

6. ARRA, Stimulus Projects

Mr. Haddad moved and Mr. Paulhus seconded to approve the following resolutions:

RESOLVED, that Matthew W. Hart, Town Manager, is hereby authorized to sign the agreement entitled: Agreement between the State of Connecticut and the Town of Mansfield for the Construction, Inspection and Maintenance of the Birch Road Bikeway Phase II utilizing Federal Funds under the American Recovery and Reinvestment Act of 2009 Public Law 11-5(hereinafter "Act").

RESOLVED, that Matthew W. Hart, Town Manager, is hereby authorized to sign the agreement entitled: Agreement between the State of Connecticut and the Town of Mansfield for the Construction, Inspection, and Maintenance of Mansfield City Road Pavement Preservation utilizing Federal Funds under the American Recovery and Reinvestment Act of 2009 Public Law 11-5.

Motion passed unanimously

7. Comprehensive Annual Financial Report for fiscal Year 2008-09

Ms. Moran moved and Mr. Paulhus seconded, effective March 8, 2010, to accept the Comprehensive Annual Financial Report for Fiscal Year 2008-09, as endorsed by the Finance Committee.

Motion moved unanimously.

VIII. DEPARTMENTAL AND COMMITTEE REPORTS

No Reports

IX. REPORTS OF COUNCIL COMMITTEES

Mr. Ryan, Chair of the Finance Committee, reported the Committee reviewed the audit report and noted that the report was very complimentary to the work of the Town's Finance Department. The auditor's suggestions were accepted

by the Department. A presentation on possible fees for rescue services was made to the Committee and will be discussed at a later date.

Ms. Moran, Chair of the Committee on Committees, moved to retroactively appoint Nancy Silander to the University/Town Relations Committee as of November 2009. Motion passed unanimously. Ms. Moran also reported the Committee will be conducting a mini campaign to expand the cadre of volunteers.

Mr. Haddad, Chair of the Personnel Committee, suggested the office hours for Council members, as approved in the newly adopted Rules of Procedures, needs additional structure. The Town Manager will notice the office hours and Mr. Haddad suggested a schedule of Council volunteers be developed. Ms. Moran and Ms. Keane will staff the next session

X. PETITIONS, REQUEST AND COMMUNICATIONS

8. D. Dorfer re: Toddler Time program
9. M. Hogan re: D. Morse letter to the Mansfield Town Council E. Paterson re: Town of Mansfield FY 2011 Appropriations Request – “Four Corners” Water and Sewer Project
10. Four School Building Project Questions and Answers
11. Town Council Rules of Procedure
12. MORE Commission Recommendations
13. State of CT, Department of Economic and Community Development re: Affordable Housing Land Use Appeals List
14. CCM re: Thank you
15. Community Bike Drive
16. Chronicle “Rep. Merrill makes her bid official” – 2-16-10
17. Chronicle “Mansfield Council forms ordinance subcommittee” – 2-17-10
18. Chronicle “CT Water purchases water system in Mansfield” – 2-18-10
19. Chronicle “Council to meet legislators tonight” – 2-22-10
20. Chronicle “Three nabbed as police break up Mansfield pot den” – 2-22-10
21. Chronicle “Council puts off stand on pol sign rules” – 2-23-10
22. Chronicle “Mansfield Council ducks request to recite Pledge” – 2-23-10
23. Chronicle “Buckman seeks Merrill’s seat” – 2-25-10
24. Chronicle “Haddad also to seek seat in 54th District” – 2-26-10
25. Chronicle “It’s cold outside... and chili inside” – 2-26-10
26. Chronicle “Letters to the Editor” – 2-26-10/3-3-10
27. Chronicle “Editorial: We offer these threads, needles” – 3-1-10

28. Mansfield Today "School project update airs on cable in March" – 2-24-10

XI. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

Betty Wassmundt, Old Turnpike Road, objected to the chili fest, the vending machines and refrigerators noting they were expensive and inconsistent with the Town's wellness program. Ms. Wassmundt has also concluded the Town Council/Town Manager form of government is not in the interest of the public and asked the Council to provide fiduciary oversight for the Town.

Mike Siskoski, Wildwood Road, attended the Finance Committee meeting and disagrees with fees for rescue services. He also objects to the Public Works policy regarding equipment use.

XII. FUTURE AGENDAS

No comments

XIII. ADJOURNMENT

Mr. Paulhus moved and Mr. Ryan seconded to adjourn the meeting at 9:10 p.m.

Motion passed unanimously.

Elizabeth Paterson, Mayor

Mary Stanton, Town Clerk

3/8/10

To: Town Council

From: Betty Wassmundt

Farmland Ordinance: I want to provide two letters I had written to Council back in 2008 when this ordinance was proposed. I trust you will read them when the minutes are published. I would ask you tonight to clearly define your goal in enacting this ordinance and to equally clearly show how this ordinance will accomplish the goal.

Pledge of Allegiance as discussed at last meeting.

I urge you to recite the Pledge at the start of each meeting.

Parking Code: I urge you to table further discussion on this. There is a Landlord's Association formed and there is a proposed Homeowner's Association. Let these two organizations come to function; I believe they may be the solution to some rental issues. Your ordinances have not been so.

State taxes

http://money.cnn.com/2009/04/10/pf/taxes/state_tax_rates/index.htm

It was commented at last council meeting that CT is one of the lowest tax states. No council member or legislator or Town Manager disputed this. I request that this Council provide documentation to substantiate this claim. I am providing you with a reference for an article recently published by CNN Money which claims that CT is the third highest state in tax paying dollars per capita and is exceeded only by New York and New Jersey in its tax burden upon the citizen.

There has been talk of arsenals:

What has happened about the shotguns this town was to purchase?

How many do we have? Where are they kept? Who uses them and under what circumstances? What is town policy regarding use of these shotguns? Judging from some other town policies I see, they might be used for certain town employees to hunt game birds.

MARCH 8, 2010

~~February 6, 2008~~

To: TOWN COUNCIL
From: Betty Wassmundt

I'm writing about the farm property ordinance and the expected financial impact. In case you haven't had time to check the assessor's data, I'll give you my analysis. I assume that you have the data from the assessor.

The \$21,500 figure is derived by taking all farm type buildings on farm land. Not all of these qualify for the proposed exemption because of the income/expense requirement, not at this time, anyway.

The \$11,000 (\$13,000 was given in your packet) figure is derived by taking just those farm buildings which currently qualify for the proposed exemption. To show how the proposed benefit would be distributed, I've consolidated the building assessments by road; the assessor's data is presented by road. I expect that all the buildings on Stearns Road belong to the Stearns' farm. The buildings on Wormwood Hill Road should belong to the Wells farm; they milk about 60 head of cattle. Their farm consists of about 6 acres; the barns are located there. They rent other land for hay, etc. I don't know the other properties.

Road	Assessment	Tax Benefit	% of total
Stearns	\$359,910	\$8,591	77%
Coventry	\$ 35,280	\$ 842	8%
So. Bedlam	\$ 43,960	\$1,049	10%
Bassetts Bridge	\$ 12,390	\$ 296	3%
Stafford/Ravine	\$ 4,620	\$ 110	1%
Wormwood Hill	\$14,280	\$ 341	3%

I suspect that lots of people in town would not like to know that their money was spent this way even if it is only \$11,000 - \$21,500.

Now, I want to ask you this. I think that the town manager should have given you **all** of the data now available about this ordinance before he presented the ordinance to you for consideration and a vote. As well, I think that the analysis I did above should have been done for you and presented to you. Do you agree? I really would like to know your opinion.

Of course, I think that much more thought by the town manager should have gone into this before this ordinance got to this point. Call me if you have any questions, 429-8300.
Thanks.

MARCH 8, 2010
January 31, 2008

To: Mansfield Town Council
From: Betty Wassmundt

RE: Farm Property Exemption

I want to reiterate reasons why you should vote no for the proposed ordinance.

1. Some of the reasons given for passing the ordinance were:

- Preserve open space;
- Help farmers to keep their farms;
- Have local produce available.

There is no cause and effect relationship between tax breaks for a farmer and his **not** selling his land. Experience in this town shows this clearly; the farmer takes all tax breaks and when ready, he sells his property however he wants to.

The amount of money produced by this tax break is inconsequential to the marginal farmer. The bulk of the savings will go to the successful farmers in town; likely they do not need it. In fact, I calculate that about 77% (\$8591) of the benefit will go to the Stearns farm and just 3% (\$341) will go to the Wells farm on Wormwood Hill Road. The remaining 20% +/- will be split amongst about 4 other farms.

Surely we like to have local produce. But, consider, a person/farmer can produce lots of fine tomatoes, sun flowers, peaches, etc. on a small plot of land. There can be plenty to sell at the farmer's market and we want this produce; it enriches our lives. But, there is no land to preserve as open space, likely no barns and this person/farmer likely cannot qualify for the exemption based on income and expense. The ordinance in question does nothing for this small farmer. It will make him pay higher taxes as the tax burden is shifted.

2. One suggestion was to base this tax break on need. I urge you not to consider this. This is just one more costly administrative task for what will amount to not much money.

3. If you feel that you must have this ordinance, please look carefully at section 4 b. Perhaps a "residence to house seasonal workers" is adequately defined in statutes (I could not find the definitions) but I think there could be lots of questions about this in our town. Also, be prepared for people, other than the farmers you are thinking of, to come forth with buildings to tax exempt.

I have spoken with Irene, our assessor, about this "residence to house seasonal workers" issue. She tells me that after the public hearing she checked on the possible properties and that there should be none. She assured me that she would have the final say as to what residences would qualify. That sounds good and I respect Irene but, no ordinance should depend on any one person's opinion. Section 4 b should be removed or have clear definitions.

4. I prefer that you vote no to this ordinance and get on with budget issues. If you must "feel good" and really want to help the people who provide us with produce, milk, etc, I urge you to consider Mike Sikoski's suggestion that you provide a fund whereby a farmer in need could apply for money. Perhaps the Agriculture or Conservation commission could administer it. But, again, as you do this kind of thing, you create administrative issues and the general cost of government increases.

5. The best thing you can do for the farmer is to control spending and give us a lean and efficient government. That includes voting no for this ordinance. Thank you.

3-8-10 TO: TOWN COUNCIL
FROM: E.T. WASSMUNDT

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THE WALL STREET JOURNAL

WSJ.com

OPINION MARCH 2, 2010 10:08 P.M. ET

Time for a Spending Cap With Teeth

The federal government should be limited to 20% of the national economy every year.

BY JEB HENSARLING AND MIKE PENCE

Fiscal storm clouds are upon us. In five years, federal spending has skyrocketed to 24.7% from 19.9% of our economy. That's the highest level since World War II. Borrowing has ballooned the national debt to \$11.9 trillion from \$7.3 trillion, a five-year increase equal to the accumulation of debt between President George Washington and President Bill Clinton.

Unfortunately, the long-term fiscal picture is worse. As the Baby Boom generation retires and the cost of health care continues to escalate, entitlement programs will cause federal spending to rise to 40% of our economy, double its post-World War II average. This is assuming that spending does not increase even further, an assumption that the trillion-dollar "stimulus" bill and the 84% increase in nondefense discretionary spending President Obama signed into law argues against.

The situation is dire, but don't take our word for it. "U.S. fiscal policy is on an unsustainable path to an extent that cannot be solved by minor tinkering," Congressional Budget Office Director Doug Elmendorf said recently. Former Comptroller General David Walker called the rising costs of government entitlements a "fiscal cancer" that threaten "catastrophic consequences for our country."

Can we tax our way out of this problem? No.

In order to pay for what we are on track to spend under current law, taxes would have to double. This would crush our economy and condemn future generations to a far lower standard of living. That is not an option.

Can we grow our way out? Unfortunately, no. Although pro-growth policies like simplifying the tax code and lowering rates are critical components of any solution, they alone are insufficient. Mr. Walker estimated it would take double-digit economic growth every year for the next 75 years in order to close the fiscal gap.

Can we continue to borrow our way out of the problem? Borrowing of that magnitude would drive up interest rates to unimaginable levels, crowding out borrowing opportunities for families and businesses. As Greece and other European countries like Spain and Portugal face default for their excess spending, and China lectures us on our fiscal irresponsibility, the idea of borrowing at still higher levels seems inconceivable.

Without spending discipline only one option remains: monetizing the debt, also known as inflation. Although Federal Reserve Chairman Ben Bernanke has repeatedly said that this will not happen on his watch, many think it's inevitable. If we do monetize the debt, inflation could be so high we may look back upon the Carter era with nostalgia.

Winston Churchill once said that "Americans can always be trusted to do the right thing, once all other possibilities have been exhausted." We've exhausted the possibilities. Now it's time to do the right thing.

That is why we are proposing a Spending Limit Amendment to the Constitution. This amendment would limit spending to

http://online.wsj.com/article_email/SB10001424052748704231304575091622911663494-1MyQjAxMTA... 3/8/2010

one-fifth of the economy (our historical spending average since World War II). The limit could only be waived by a declaration of war or by a two-thirds congressional vote.

With other constitutional amendments, Congress would be given the authority to enforce and implement it. But for the first time, the federal government would have a limit on its size and scope. The Spending Limit Amendment does not promise a particular spending plan about what programs to restrain and by how much. Rather, it puts a legal constraint on lawmakers present and future.

Some will say it should not be done now. But if not now, when?

Our spending problems are tantamount to generational theft and fundamentally alter the American ethic. We cannot have an unlimited government and unlimited opportunity.

This amendment is an effort to allow "We the People" the opportunity to fundamentally define the size of our government. Passing it would save future generations from lives of fewer opportunities and less freedom.

Mr. Hensarling, a Republican, is a congressman from Texas. Mr. Pence, a Republican, is a congressman from Indiana.

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Memo

To: Town Council
From: Matt Hart, Town Manager *MH*
CC: Town Employees
Date: March 8, 2010
Re: Town Manager's Report

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

Budget and Finance

- *FY 2010/11 Budget* – As a reminder, at the March 22, 2010 meeting I will present the Proposed FY 2010/11 Budget. The Town Council will review my proposed budget during the latter part of March and throughout the month of April. Interested residents are encouraged to see the Town's website for budget related information.
- *Revaluation* – I have attached the preliminary numbers for the 2009 revaluation. As you will note, real estate has increased by 5.12% and motor vehicles by 1.96%. Personal property values have decreased by 1.78% resulting in an overall increase of 4.64%.

Council Requests for Information/Council Business

- *Commission on Aging Long Range Plan* – As requested by Council, attached please find a copy of this document. We have also included this item as part of the supplement for tonight's packet.
- *DPW Equipment Use Policy* – Attached please find a copy of this document, which had previously been distributed to the Council. We have also included this item as part of the supplement for tonight's packet.
- *School Building Committee Q & A Webpage* – Council requested a copy of the Q & A webpage for the School Building Committee. Please see item number 11 in your 3/8/10 Council packet for a copy of this document.
- *Town Council Rules of Procedure* – In tonight's Council packet (see item #12), we have included a copy of the Council's Rules of Procedure, as amended at your previous meeting.

Departmental/Division News

- *Human Services*
 - *Senior Services hiring update* – The Town Manager's Office is in the process of filling the position vacancies at the Mansfield Senior Center. We have extended an offer to a preferred candidate for the social worker position; the individual is moving along in the recruitment process. Marilyn Gerling continues to serve as our interim senior services coordinator. The Town has submitted a proposal to the union to reclassify the position to a senior center coordinator and to modify the existing job description; upon reaching an agreement with the union, the Town will post the position opening and begin the recruitment.
 - *Volunteer transportation program* - This Wednesday, Marilyn and Kevin Grunwald will present three basic options to the Senior Center Association: (1) a volunteer driver program sponsored and staffed by the Association, with logistical support from the Town; (2) a volunteer driver program co-sponsored by the Association and the Town, and coordinated by a senior volunteer, or (3) a volunteer driver program sponsored and staffed by the Town. Also, Kevin is attending a Transportation Roundtable sponsored by the CT Association of Senior Center Personnel, and will be able to learn more about what other towns are doing.

- ~~Mansfield Resident Trooper's Office - On February 19, 2010, the Connecticut State Police Statewide Narcotic Task Force - East Field Office and the Hartford Drug Enforcement Administration conducted a~~ joint investigation into a large scale marijuana cultivation operation. Investigation lead to the execution of a narcotic related search warrant at 286 Woodland Road, Mansfield, CT. Members of the Mansfield Resident Troopers Office assisted with the execution of this search warrant. It was learned through this investigation that the rented property had been converted it into a sophisticated marijuana grow operation with each room functioning for various stages of the cultivation process. This operation resulted in the arrest of three individuals for various narcotic related charges and the seizure of narcotics and weapons.
- *Parks and Recreation* – The Mansfield Community Center will host a bike drive for the Little Angels Bicycle Program of Willimantic. The Little Angels program staff will evaluate all the bicycles that we receive and make any necessary repairs before distributing the bikes to children and adults in need. Mansfield residents in need of bikes should contact either Jay O'Keefe 860-429-3015 X104 or Little Angels directly at freebicycles@littleangelsbicycles.com (860-423-4290). The ability to fill bike orders for those in need is dependent on inventory and demand. Donations should be brought to the Community Center on April 10 between 9am -1pm.
- *Town Manager's Office* – Please see item number 13 in your 3/8/10 Council packet for the initial findings presented by the Municipal Opportunities for Regional Efficiencies (MORE) Commission. As you will recall, I serve as a member of the Commission's Town Functions Subcommittee, and am closely tracking this process due to Mansfield's interest in promoting regionalism.

Major Projects and Initiatives

- *Police Study* – At its meeting last week the Regionalism Committee discussed the responses we received to our request for qualifications from various consulting firms to conduct an analysis of present and future police services. The committee agreed to interview five of the firms; our plan is to conduct those interviews next month.
- *School Building Project* – As noted above, in tonight's packet we have included the Q & A webpage for the School Building Committee. The committee is presently preparing its recommendation and report to the Board of Education and the Town Council, which the committee will distribute at the Board's meeting later this week. Also related to the project, at the previous Council meeting we discussed potential traffic impacts for the Southeast School area. Please see response #4 on page 145 in tonight's Council packet, for staff's preliminary comments on this issue.

Upcoming Meetings*

- Youth Service Bureau Advisory Board, March 9, 2010, 11:30 AM, Conference Room B, Audrey P. Beck Municipal Building
- Town-University Relations Committee, March 9, 2010, 4:00 PM, Council Chambers, Audrey P. Beck Municipal Building
- Four Corners Sewer and Water Advisory Committee, March 9, 2010, 7:00 PM, Council Chambers, Audrey P. Beck Municipal Building
- Historic District Commission, March 9, 2010, 8:00 PM, Conference Room B, Audrey P. Beck Municipal Building
- Communications Advisory Committee, March 10, 2010, 7:00 PM, Conference Room C, Audrey P. Beck Municipal Building
- Ordinance Development and Review Subcommittee, March 11, 2010, 7:30 AM, Conference Room B, Audrey P. Beck Municipal Building
- Mansfield Board of Education, March 11, 2010, 7:30 PM, Council Chambers, Audrey P. Beck Municipal Building
- Planning and Zoning Commission, March 15, 2010, 7:00 PM, Council Chambers, Audrey P. Beck Municipal Building
- Committee on Committees, March 15, 2010, 7:00 PM, Conference Room B, Audrey P. Beck Municipal Building

- Youth Service Bureau Advisory Board, March 16, 2010, 11:45 AM, Conference Room B, Audrey P. Beck Municipal Building

- PZC Regulatory Review Committee, March 16, 2010, 2:00 PM, Council Chambers, Audrey P. Beck Municipal Building
- Mansfield Advocates for Children – Executive Council, March 17, 2010, 9:00 AM, Conference Room B, Audrey P. Beck Municipal Building
- Conservation Commission, March 17, 2010, 7:30 PM, Conference Room B, Audrey P. Beck Municipal Building
- Mansfield Community-Campus Partnership, March 18, 2010, 4:00 PM, University of Connecticut Student Union Room 410
- Town Council, March 22, 2010, 7:30 PM, Council Chambers, Audrey P. Beck Municipal Building

**Meeting dates/times are subject to change. Please view the Town Calendar at www.MansfieldCT.org or contact the Town Clerk's Office at 429-3302 for a complete and up-to-date listing of committee meetings.*

A

GRAND LIST COMPARISON FOR
FISCAL YEAR 10/11

As of 2/25/10:

	Net Abstract 10/1/2008	Net Abstract * 10/1/2009	Change	% Change
Real Estate	\$825,436,800	\$867,718,010	\$42,281,210	5.12%
Personal Property	\$33,680,338	\$33,080,376	(\$599,962)	-1.78%
Motor Vehicles	\$66,977,787	\$68,292,605	\$1,314,818	1.96%
Grand Totals	\$926,094,925	\$969,090,991	\$42,996,066	4.64%

* The Grand List totals are the final figures signed by the Assessor **before** changes made by the Board of Assessment Appeals.

LEGAL NOTICE
TOWN OF MANSFIELD
PUBLIC HEARING March 22, 2010

The Mansfield Town Council will hold a public hearing at 7:30 PM at their regular meeting on March 22, 2010 to solicit public comment regarding the proposed purchase of the Ossen property on Birchwood Heights Road.

At this hearing persons may address the Town Council and written communications may be received. Copies of said proposals are on file and available at the Town Clerk's office: 4 South Eagleville Road, Mansfield, CT 06268

Dated at Mansfield Connecticut this 10th day of March 2010.

Mary Stanton
Town Clerk

PAGE
BREAK



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant to Town Manager; Gregory Padick, Director of Planning
Date: March 22, 2010
Re: Proposed Open Space Acquisition – Ossen/McCoy Property, Birchwood Heights Road

Subject Matter/Background

At Monday's meeting, the Town Council will conduct a public hearing regarding the proposed open space acquisition of the Ossen/McCoy Property. As you will recall, during the Planning and Zoning Commission's (PZC) processing of the Fellows Estates Subdivision in 1995, Town staff contacted Mr. Jeffrey Ossen to explore the potential Town acquisition of the subject property, which would allow for a pedestrian linkage between Birchwood Heights Road and Monticello Road. At that time, the acquisition did not prove possible but the PZC, in conjunction with approval of the Fellows Estates subdivision, approved a conservation easement with trail rights on those portions of lots 1 and 2 that abut the subject property. Recently, Ms. Eileen Ossen, representing the estate of her husband, contacted the Town and offered to convey the subject .9-acre property to the Town for \$500. The property currently is assessed by the Town at \$5,390. The co-owner Mr. James McCoy has agreed to this conveyance as proposed by Eileen Ossen.

The Ossen/McCoy property is undeveloped and is situated between existing homes at 41 and 55 Birchwood Heights Road (see attached maps). The subject property is zoned RAR-90, is wooded in nature and contains wetlands and moderate slopes. It is situated within the Schoolhouse Brook, Fenton River and Willimantic Reservoir drainage basins. The site is not within designated flood hazard or stratified drift aquifer areas.

In December, Mansfield's Director of Planning and Parks Coordinator walked the subject property and the adjacent easement area along Monticello Road and have confirmed that a trail connection could be readily accomplished. A trail segment on these properties would add a direct pedestrian connection between two adjacent neighborhoods and would enhance access to the recently acquired Moss Sanctuary for residents living on Monticello, Fellen and Davis Roads. Subsequently, Mansfield's Open Space Preservation Committee reviewed the proposed acquisition. The January 9th report from the Committee (see attachment #2) supports Town acquisition and the establishment of a trail link between Birchwood Heights and Monticello Roads.

The subject property is located within a wetland open space preservation classification on Plan of Conservation and Development mapping. Town acquisition would be consistent with numerous generic objectives and recommendations contained in Mansfield's 2006 Plan of Conservation and Development. Acquisition also would specifically address Open Space Acquisition Priority Criteria #7 - "creates or enhances connections" (see Appendix K of Mansfield's Plan of Conservation and Development). For these reasons, the Planning and Zoning Commission, in response to a referral pursuant to Connecticut General Statutes §8-24, communicated its support for the proposed acquisition (see attachment #1).

Financial Impact

If approved, this purchase would be funded from the existing balance (approximately \$98,000) in the Town's Open Space Acquisition Fund.

Recommendation

Unless unanticipated issues are raised at the 3/22/10 public hearing which require further review and consideration, staff recommends, in conformance with the Town's open space acquisition procedures, that the Town Council authorize the Town Manager to finalize and to execute the purchase of the Ossen/McCoy property.

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

Move, effective March 22, 2010, to authorize the Town Manager to finalize and to execute the purchase of the .9-acre property known as the Ossen/McCoy property.

Attachments

- 1) 8-24 referral report from the Planning and Zoning Commission
- 2) Open Space Preservation Committee Report
- 3) Maps depicting the subject property and adjacent property on Monticello Road
- 4) Property Card – Ossen/McCoy



**PLANNING AND ZONING COMMISSION
TOWN OF MANSFIELD**

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

Tuesday, March 2, 2010

To: Town Council
From: Planning and Zoning Commission
Re: 8-24 Referral: Ossen/McCoy Property, Birchwood Heights Road

At a meeting held on 3/1/10, the Mansfield Planning and Zoning Commission unanimously adopted the following motion:

"that the PZC notify the Town Council that the proposed acquisition of the Ossen/McCoy property would promote Plan of Conservation and Development goals, objectives and recommendations and is supported by the Planning and Zoning Commission."

OPEN SPACE PRESERVATION COMMITTEE

January 19, 2010

To: Town Council

Re: Acquisition of the Ossen/McCoy property

At their January 19, 2010, meeting, the OSPC reviewed the Town's proposed acquisition of an approximately one-acre lot of record (Lot 40) on Birchwood Heights Road, which is owned by the estate of Jeffery Ossen and by James McCoy.

COMMENTS:

The Town is in the process of acquiring the 135-acre Moss Sanctuary, currently owned by the University of Connecticut. There is an entrance to the Sanctuary at the corner of Birchwood Heights Road and Route 195. The committee has reviewed ways to improve pedestrian access to the Sanctuary, which is a popular walking area for the neighborhood. Town ownership of the Ossen property would offer a way to provide pedestrian access for residents from south of the Sanctuary. This is a wooded lot with dry land appropriate for walking on the west side; the east side has wetlands and a drainage easement from Birchwood Heights Road.

The south edge of this lot abuts a conservation easement area on Lot 1 of the Fellows Estates subdivision on Monticello Road. This easement area extends from the Ossen/McCoy boundary to Monticello Road (see map). The easement agreement includes "the right to establish, construct and maintain a trail/path for walking and bicycling within the conservation easement area..." When the OSPC reviewed the proposed Fellows Estates subdivision in 2005, they recommended this easement, which could "provide access for the residents to the Moss Sanctuary entrance on Birchwood Heights Road," and they also recommended investigation of the "possibility of a link through adjacent (Ossen/McCoy) property."

Subsequently, on January 19, 2010, the committee reviewed possible Town acquisition of the Ossen/McCoy property with reference to the following items:

Town Plan's Open Space Acquisition Priority Criteria (Appendix K):

The property "creates or enhances connections," specifically it would

- 1) "provide a new linkage from an existing... residential neighborhood to an open space" property. The potential link through the Ossen/McCoy property would afford access to the Moss Sanctuary from Monticello Road and potentially from other neighborhoods.
- 2) "provide a new trail access between open space properties." The Ossen/McCoy property would create an opportunity for a connection between the Moss Sanctuary and the 17-acre Fellows Estates open space dedication on the south side of Monticello Road (directly across from Lot 1).

OSPC Comments: Acquisition of the Ossen/McCoy property, page 2

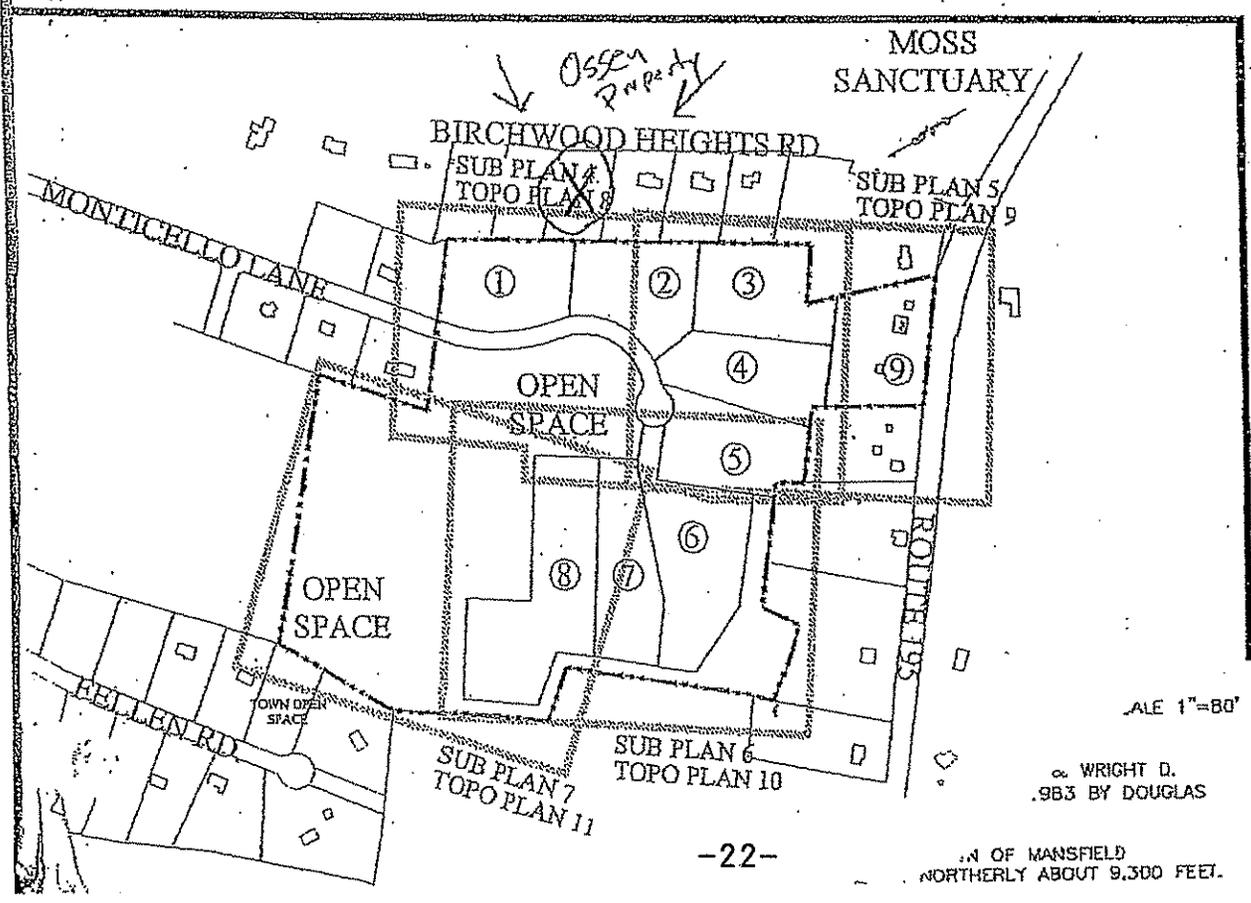
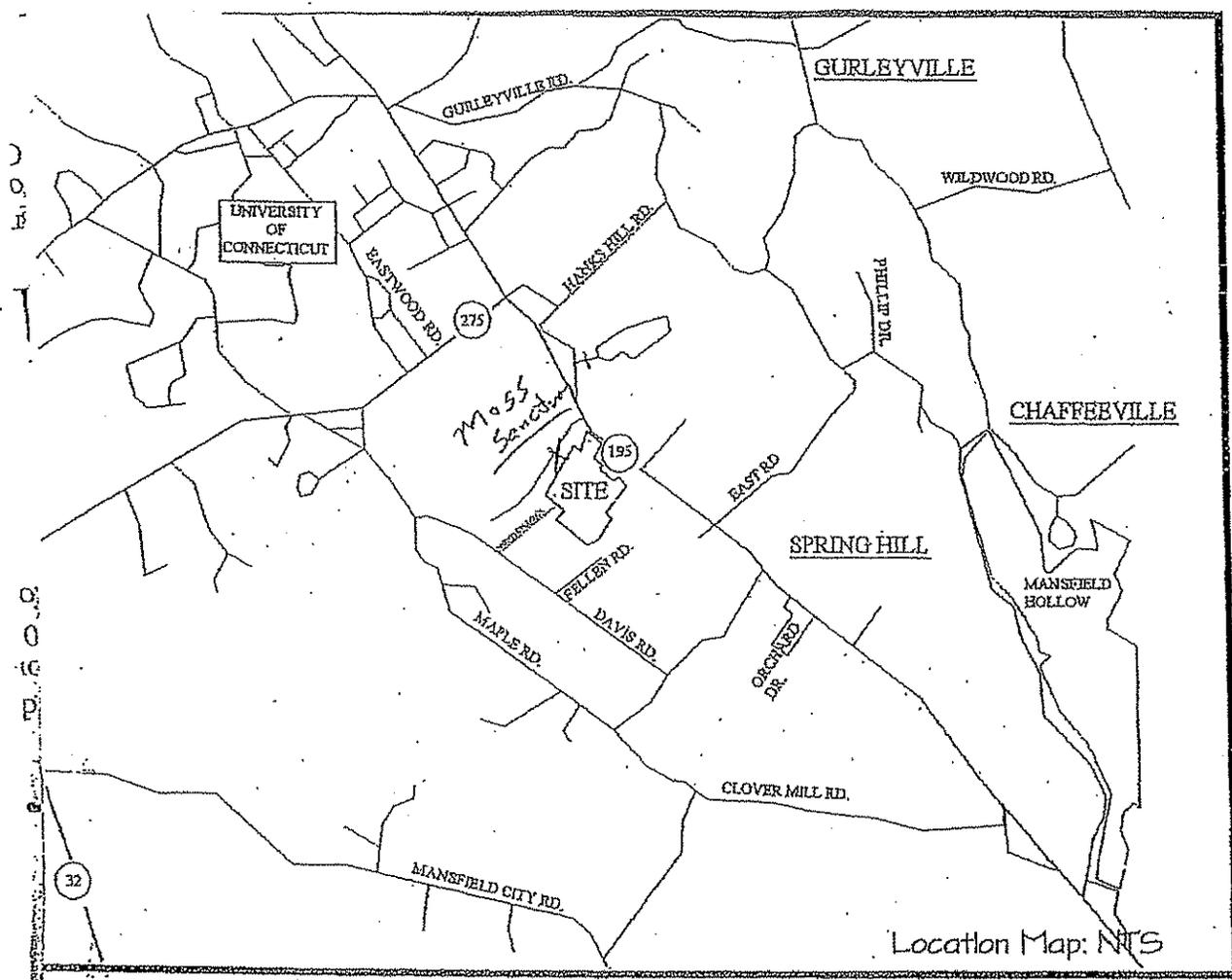
3) "protect a wildlife corridor." The Ossen/McCoy property is the only undeveloped land in this section of Birchwood Heights Road, and it affords a corridor for wildlife to travel between the Moss Sanctuary and the large undeveloped area south of Monticello Road.

Anticipated start-up or maintenance requirements

There is sufficient dry land to construct a footpath through this property and the adjoining conservation easement area. The committee noted that this trail would not require a special surface or any structures. It would need periodic clearing, and this work is usually done by Parks volunteers.

RECOMMENDATION:

The Committee recommends that the Town purchase the Ossen/McCoy property for the reasons stated above.

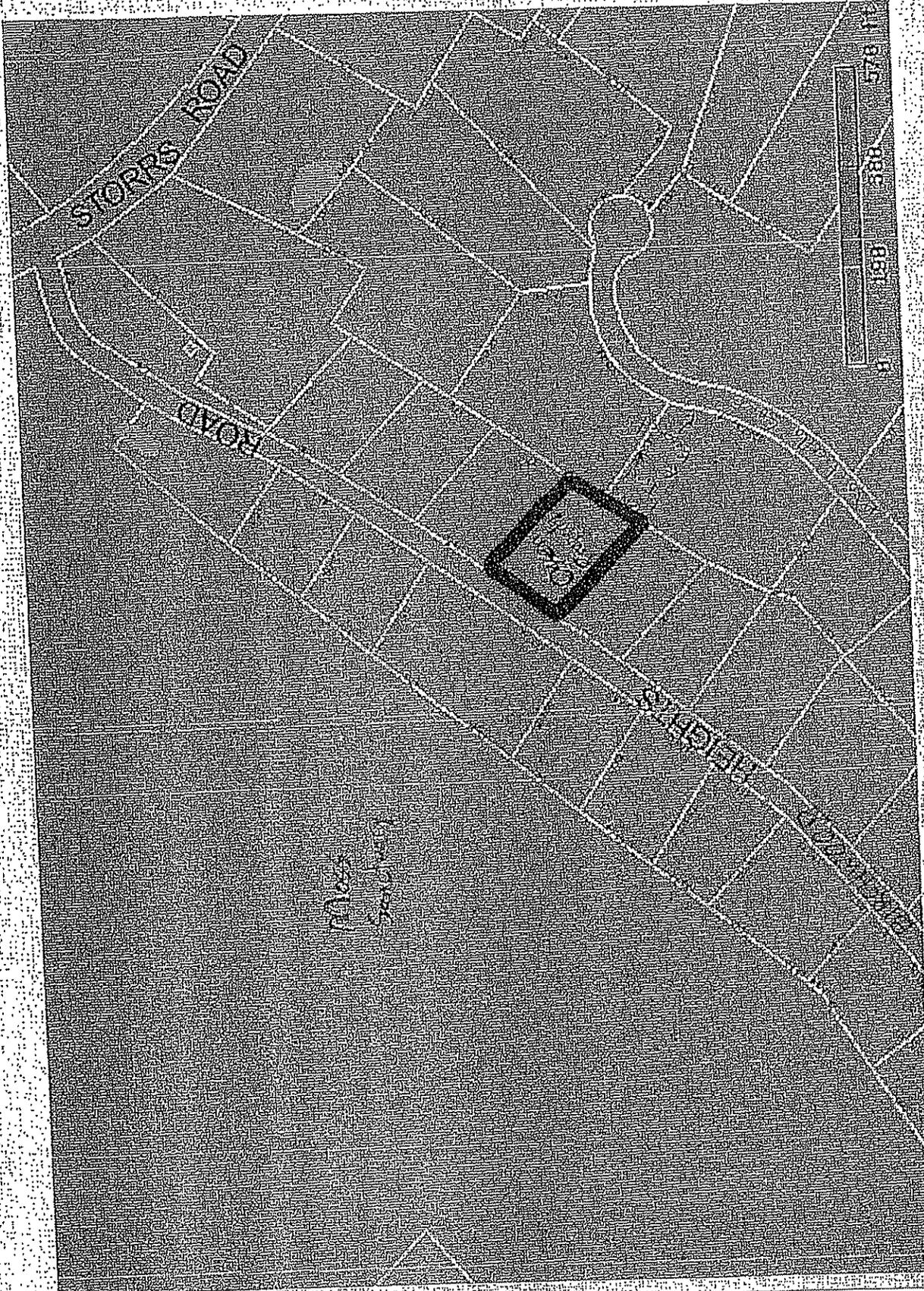




- A. Dimension
- B. RoadName
- C. Streams
- D. Water
- E. Parcels
- F. Towns

1/120/2009
 1" = 273.47'

Town of Mansfield, CT - Ossen property: Birchwood Heights Rd



BIRCHWOOD HEIGHTS RD.

N/F
& DEBORAH A.
WOLF

L.449 PGE.33

N/F
JEFFREY P. OSSEN & JAMES
W. McCOY
VOL.105 PGE.296

EXISTING
DRAINAGE
EASEMENT

STONE WALL REMAINS

N33°16'56"E

N 32°12'57" E
68.33'

103.16'

N 30°59'11" E 131.60'

75.02'

34.43'

74.00'

Easement
Rights for
Trail/path
for walking
and
bicycling
held by
Town

LOT 1

DAE

CONSERVATION
EASEMENT

CONSERVATION
EASEMENT

DRAINAGE ESMT.
R=230.00'
L=52.67'
D=73.07.17'

DAE

BAE

EASEMENT CHORD
S 12°25'36" W
32.28'

D=353.42'

L=32.29'

R=475.00'

CHORD
S 15°38'35" W
11.40'

R=230.00'

L=41.45'

D=20.78'

D=10.19.36'

RADIAL
S56°04'22"E
35.41'

CONSERVATION
EASEMENT
CHORD
S34°16'12"W
107.11'

L=108.10'

R=230.00' D=73.11'
L=388.99' D=5'

LANE MONTICELLO LANE

15' T=185.23'

TOWN

OPEN SPACE

Add Browse Delete Exit Go Help Modify Query Report Skip Tools

Parcel#() 022/0059 /0040 Year 2009 Card of

Override GIS Parcel #		Unit		Street BIRCHWOOD HGHTS RD		GISPID 22.59.40	
Number		Latest Data		2			
Account No R03473				Tax Dist MANS TOWN OF MANSFIELD			
Volume 105 Page 296 Date 01/30/1968				Land Use R500 RESIDENTIAL VACANT LAND			
Owner OSSEN JEFFREY EST OF & MCCOY J				Census 8815 Elderly Credit			
Values			Exemptions				
Use	Quantity	Appraised	Assessed	Exemption Type Code	Year	Amount	
VAC RES LA	.900	7700	5390				
Totals		7700	5390				

Mansfld/Covntry-

Tax Administration

- ACTIVE

MODIFY By Parcel#

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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; Michael Nintean, Director of Building and Housing Inspection; Gregory Padick, Director of Planning
Date: March 22, 2010
Re: Draft Ordinance Regarding Off Street Parking on Residential Rental Property

Subject Matter/Background

Motor vehicle parking at many residential rental properties, particularly those with one, two or three dwelling units, has created unsafe, blighted and congested conditions and other negative neighborhood impacts within the Town. The requirements set forth in this proposed ordinance would promote the general safety, health and welfare of the people of Mansfield by requiring the submittal, approval and implementation of a parking space site plan. The maximum number of spaces would be limited to six per dwelling unit and all onsite parking must be accommodated within approved spaces. The draft ordinance, which would be applicable to one, two or three unit rentals within the Town's housing ordinance certification zone, contains standards for parking areas and enforcement provisions. This approach to addressing parking at rental properties has been endorsed by the Committee on Community Quality of Life.

An earlier 1/11/10 draft ordinance was presented at public hearing and numerous comments and concerns were raised. The Town Council referred the 1/11/10 draft ordinance to its new Ad hoc Committee on Ordinance Development and Review. The Committee held two meetings and, with staff assistance, drafted a number of potential revisions to the 1/11/10 ordinance. The attached Committee minutes and memorandum from Committee Chairman Kochenburger provide more information about the proposed revisions and the Committee's recommendation to send the revised 3/17/10 draft ordinance to a new public hearing.

Financial Impact

Based on the proposed \$35 application fee, this ordinance would generate approximately \$12,600 dollars within the first two years of implementation. After that initial period, the funds generated by the ordinance would be negligible. Staff time would be necessary to conduct site plan reviews, inspect improvements and add the information to the housing code database. However, we do anticipate that the proposed fees would be adequate to cover any additional staff resources needed to implement this ordinance. We also expect that future enforcement costs would be offset by the proposed \$90 fine provision.

Legal Review

The Town Attorney has reviewed the 3/17/10 draft revision to the ordinance and concluded that it is legally sound and may be enacted by the Council and implemented by Town staff.

Recommendation

The Ad hoc Committee on Ordinance Development and Review has recommended that the Town Council schedule a public hearing to solicit public comment regarding the proposed 3/17/10 draft ordinance on Off Street Parking on Residential Rental Property.

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

Move, to schedule a public hearing for 7:30 PM at the Town Council's regular meeting on April 26, 2010, regarding a proposed ordinance titled "An Ordinance Regarding Off Street Parking on Residential Rental Property."

Attachments

- 1) 3/17/10 memorandum from Peter Kochenburger, Chairman Ad hoc Committee on Ordinance Development and Review
- 2) 3/17/10 draft Ordinance Regarding Off Street Parking on Residential Rental Property
- 3) 2/26/10 and 3/11/10 minutes from Ad hoc Committee on Ordinance development and Review

MEMORANDUM

Town of Mansfield
Town Manager's Office
4 So. Eagleville Rd., Mansfield, CT 06268
860-429-3336
Hartmw@mansfieldct.org



To: Mansfield Town Council
CC: Matthew Hart, Town Manager; Gregory Padick, Director of Planning; Mike Nintean, Director of Housing and Building Inspection
From: Peter Kochenburger, Councilmember
Date: March 18, 2010
Re: Proposed Ordinance Regarding Off Street Parking on Residential Property

The Ad hoc committee on Ordinance Development and Review met on February 26th and March 11th to discuss the 1/11/10 draft ordinance regarding Off Street Parking on Residential Property. The minutes from these meetings are attached. At the committee's March 11th meeting, members agreed upon a number of potential ordinance revisions and it was unanimously agreed to recommend, subject to the Town Attorney's review, that a revised draft ordinance be presented at a new public hearing. Subsequently, the Town Attorney reviewed these committee-endorsed proposed revisions and a few additional technical changes were incorporated into the draft approved at the March 11th meeting..

Proposed revisions included in the attached 3/16/10 draft include:

1. Revisions to Section 3 Findings and Purpose to clarify and amplify the ordinance intent;
2. Revisions to Section 5 Applicability to incorporate new provisions for a resident owner exemption;
3. Revisions to Section 6 Parking Space Site Plan Requirements to clarify that the new requirements only apply in the rental certification zone, to eliminate a 20 foot setback from streets, to reduce from 10 to 5 feet the required setback from sidewalks/bikeways and to eliminate a requirement that spaces be within 20 feet of a driveway;
4. Revision of Section 7 Fees to increase from \$25 to \$35 the required fee;
5. Revisions to Section 8 Modification of Parking Space Site Plan to authorize staff to accept modifications of these requirements in existing parking areas without traffic safety or neighborhood impact problems even if the criteria of Section 6 are not met; and
6. Revision to Section 10 Enforcement; Violations, Citations and Fines to include a warning reference for initial or infrequent violations that are not considered a significant traffic safety or neighborhood impact problem

At the 3/22/10 Town Council meeting, Committee members will be prepared to discuss the revised draft and recommendation to hold a new public hearing on the proposed Ordinance.

**Town of Mansfield
Code of Ordinances**

“An Ordinance Regarding Off Street Parking On Residential Rental Property”

March 17, 2010 Draft

REVISIONS to 1/11/10 draft are indicated as follows:

Additions are underlined _____

Deletions are bracketed []

Section 1. Title.

This Article shall be known and may be cited as the "Ordinance Regarding Residential Rental Parking."

Section 2. Legislative Authority.

This Article is enacted pursuant to the provisions of C.G.S. § 7-148, et seq., as amended.

Section 3. Findings and Purpose.

The Town Council of the Town of Mansfield finds that motor vehicle parking at [many] numerous residential rental properties, particularly those with one, two or three dwelling units, has created, on a regular and frequent basis, unsafe, blighted and congested conditions and other negative neighborhood impacts within the Town. This situation has been most common on properties within the Town's Rental Certification Zone that do not have adequately sized and delineated parking areas that safely accommodate all residents and their guests. The requirements set forth in this ordinance will promote neighborhood compatibility and the general [welfare,] safety, health, [and safety] and welfare of the people of Mansfield by helping to ensure safe vehicular and pedestrian ingress and egress, safe emergency vehicle and personnel ingress and egress and the preservation and enhancement of neighboring property values.

Section 4. Definitions.

For the purposes of this Article, the words and phrases used herein shall have the following meanings, unless otherwise clearly indicated by the context:

Dwelling Unit: A single unit providing complete, independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking and sanitation.

Lot: A tract, plot, parcel or other unit of land having fixed boundaries designated on a plot, survey or assessor's map, or in a deed.

Residential Rental Property: Any lot containing one, two or three rental dwelling units.

Section 5. Applicability.

This Article shall apply to any such Residential Rental Property situated within the Rental Certification Zone of the Town of Mansfield established in the Housing Code, Chapter 130-35 of the General Code of the Town of Mansfield, except Residential Rental Property owned by the State of Connecticut and Residential Rental Property containing a dwelling unit which is the primary place of residence of the owner in which he or she remains for more than one-half of the calendar year, which [is] are exempt. To qualify for exemption, any such owner occupant must be the record owner of a minimum 50% fee simple interest in said Residential Rental Property in his or her personal individual capacity only.

Section 6. Parking Space Site Plan Requirements.

Any Residential Rental Property within the Town's Rental Certification Zone shall contain designated and approved parking spaces set forth in a Parking Space Site Plan in compliance with the following standards:

A. [Any] All non exempt on-site parking on any Residential Rental Property within the Town's Rental Certification Zone shall be in spaces designated in a Parking Space Site Plan submitted by the property owner and approved by the Town per the requirements of this section as set forth below. Any parking violation of any such Plan may subject such parking violator to citation and fine pursuant to Section 10 of this Article.

B. Subsequent to that date which is thirty days after written notification by the Town to a Residential Rental Property owner of the requirements of this Ordinance and its applicability to the owner's Residential Rental Property, no Certificate of Compliance required by the Housing Code of the Town of Mansfield may be issued to an owner of such Residential Rental Property or renewed, unless the owner has submitted a Parking Space Site Plan to the designated Town official and gained official approval of the Plan. Any violation of this subsection may subject any such property owner to citation and fine pursuant to Section 10 of this Article.

C. All site work required to implement an approved Parking Space Site Plan shall be completed within ninety days of said approval unless an extension of time is sought and secured pursuant to Section 9 of this Article. Any violation of this subsection may subject any such property owner to citation and fine pursuant to Section 10 of this Article.

D. To satisfy the requirements of this Article, any Residential Rental Property owner within the Town's Rental Certification Zone shall submit to the designated Agent of the Town of Mansfield for approval a drawn to scale Parking Space Site Plan of the owner's Residential Rental Property that depicts property lines, driveways, sidewalks/bicycle paths, dwellings and structures, all proposed on-site parking spaces, existing and proposed landscaped areas, trees over 12 inches in diameter (measured 5' above grade) within the area where parking is proposed, fencing, and other site features that may affect parking locations. In addition, the Site Plan shall detail the surface material of the proposed spaces. Any failure to satisfy the requirements of this Section is a Plan

Violation which may subject such owner to a citation and fine pursuant to Section 10 of this Article. To be approved, any such Parking Space Site Plan shall meet the following criteria, except that a Modification of the criteria may be sought and secured in proper circumstances, per Section 8 of this Article:

1. The number of proposed on-site spaces shall be adequate for all tenant vehicles and a limited number of guest vehicles. Depending on site and occupancy characteristics, a minimum of two (2) exterior spaces and a maximum of six (6) exterior spaces shall be provided per dwelling unit.
- [2. The spaces shall be located on or within twenty (20) feet of an existing or proposed site driveway.]
- [3]. ~~2.~~ No parking space shall be located within ~~[ten (10)]~~ five (5) feet of a roadside sidewalk or bicycle path ~~[or twenty (20) feet of a street].~~
- [4]. ~~3.~~ Parking spaces shall be a minimum of eight (8) feet wide and eighteen (18) feet long.
- [5]. ~~4.~~ Parking spaces shall be designed so that a backing up movement onto an adjacent street is not required.
- [6]. ~~5.~~ Except for parking areas immediately adjacent to an existing site driveway or parking areas situated over one hundred (100) feet from a street, parking shall not occur between the street and the subject dwelling.
- [7]. ~~6.~~ Parking spaces shall be paved or surfaced with an acceptable dust free surface such as compacted stone, stone dust or gravel. Lawn areas or other landscaped areas are not acceptable surfaces for parking spaces.
- [8]. ~~7.~~ No existing landscape area or lawn area shall be disturbed and no tree over twelve (12) inches in diameter shall be removed to create new parking spaces, unless no other acceptable parking spaces can be established on site.
- [9]. ~~8.~~ Parking spaces shall be designed and graded to address potential drainage and/or winter icing problems and suitable areas shall be provided for snow storage.
- [10]. ~~9.~~ There shall be a permanent barrier or barriers separating the parking area from the rest of the site.
- [11]. ~~10.~~ Any necessary Inland Wetland Agency or Public Works Department permits shall be obtained prior to Parking Space Site Plan approval pursuant to this code.

Section 7. Fees.

A Parking Place Site Plan review fee in the amount of [Twenty]-Thirty Five Dollars [(\$25)] (\$35) per dwelling unit must be submitted to the town along with the proposed Site Plan. No review will be done and no approval will be granted prior to payment in full of this fee.

Section 8. Modification of Parking Space Site Plan.

[If a designated Town official finds there are specific site constraints or other factors that would result in exceptional difficulty or unusual hardship in adhering to the strict letter of the foregoing Parking Place Site Plan Requirements and that a modification of said Site Plan Requirements would still comply with the intent and purpose of this Article while not diminishing public safety, said designated town official(s) may permit a modification in an individual case] In a situation where a parking area without observable or known traffic safety or neighborhood impact problems was established prior to the effective date of this ordinance or if lot size or configuration, structure locations, topography and other site constraints or other documented factors would make strict compliance with the criteria of Section 6 unreasonable, the Town designated official(s) reviewing a Parking Space Site Plan is authorized to approve modifications of the section 6 criteria. No modification shall be approved that would result in an unsafe situation or one that would be inconsistent with the findings and purpose contained in Section 3. The details of any modification permitted by this subsection must be recorded and entered into an appropriate town file.

Section 9. Extension of Time/ Temporary Waiver of Compliance.

Any applicant who has a written contract for the performance of work necessary to comply with this Article but whose implementation of required parking improvements is delayed may submit a written petition to an authorized town official seeking a Temporary Waiver of Compliance. The petition shall include information reasonably necessary for the Town official to make a decision and include a signed statement by the contractor specifying the date of beginning and expected date of completion of the work. If the Town official finds that the delay is reasonable, said official may issue a Temporary Waiver of Compliance expiring on the date when the work should be completed. The applicant shall request a site inspection by the Town official on or before such date of completion. Upon notification that the required improvements have been completed, the designated Town official shall inspect the property and either confirm compliance or list any violations of this Article that remain. Failure to complete improvements within an authorized Extension of Time may subject the property owner to citation and fine pursuant to section 10 of this Article.

Section 10. Enforcement; Violations, Citations and Fines.

A. The Town Manager shall designate in writing one or more Town officials empowered to take enforcement or other action authorized by this Article.

B. Any person violating the provisions of this Article by failing to file or gain approval of a Parking Space Site Plan, by failing to complete site work required by an approved Parking Space Site Plan within the time period required or authorized by this Article, or

by parking in an area on Residential Rental Property not designated for parking in a Town approved Parking Space Site Plan, shall be deemed to have committed an infraction and may be issued a citation. Said citation shall inform the person named therein of the allegations against him or her, the amount of the fine due, and the date on which payment of the fine is due, which shall be no later than 10 days after the date of the citation. Said citation shall be hand delivered, affixed to the vehicle or property, or mailed by certified mail, return receipt requested, addressed to the person named therein at his or her last known address. Citations shall be punishable with a fine of \$90 dollars for each violation. Each separate day that a violation exists after the issuance of a citation shall be subject to a separate additional fine without the issuance of a separate citation.

Any initial violation or infrequent violation may be addressed through the issuance of a warning rather than a citation, unless a significant safety or neighborhood impact problem is observed or significant damage has been done to a lawn or other landscape area due to parking in an unauthorized area.

C. In addition to any other remedy authorized by this chapter, if any such fine issued pursuant to the provisions of this chapter is unpaid beyond the due date, the Town may initiate proceedings under the authority of Connecticut General Statutes section 7-152c and Chapter 129 of the General Code of the Town of Mansfield, Hearing Procedure, to collect any such fine.

Section 11. Appeals Procedure.

Any person fined pursuant to this chapter may appeal such fine pursuant to the provisions of the Town of Mansfield Hearing Procedure for Citations set forth in Chapter 129 of the General Code of the Town of Mansfield.

Section 12. Word Usage.

Whenever used, the singular number shall include the plural, the plural the singular and the use of either gender shall include both genders.

**TOWN OF MANSFIELD
TOWN COUNCIL
Ad hoc Committee on Ordinance Development and Review
Thursday, March 11, 2010
Audrey P. Beck Municipal Building
Conference Room B
7:30 am**

DRAFT MINUTES

1. Call to Order/Roll Call

Mr. Kochenburger called the meeting to order at 7:32 AM

Members present: P. Kochenburger, D. Keane, T. Moran
Guest(s): M. Ninteau, G. Padick

2. Minutes:

T. Moran moved and D. Keane seconded that the minutes of February 26th be approved as drafted. The motion carried unanimously

3. Draft Ordinance: Offstreet Parking on Residential Property

Committee members and staff reviewed, on a section-by-section basis, potential revisions to the previously distributed 1/11/10 draft ordinance. Particular attention was given to Section 3 (Findings and Purpose), Section 5 (Applicability), Section 6 D (Parking Space Site Plan Requirements), Section 8 (Modifications of Parking Place Site Plan) and Section 10 (Enforcement).

Subject to one minor wording revision, Committee members concurred that the proposed revisions to Section 3 were both important and needed in order to clarify and strengthen the ordinance intent. Potential revisions to Section 5, which also are being reviewed by the Town Attorney, focused on appropriate wording for an ownership exemption. After discussion, Committee members agreed that this exemption needed to be carefully defined and limited and that wording acceptable to the Town Attorney should be incorporated. Turning to the parking area requirements contained in Section 6, G. Padick explained that since the last Committee meeting, staff had reviewed the criteria for parking areas and a number of refinements are now considered appropriate to add flexibility, particularly for sites with existing dwellings that are either close to a street or significantly distant from a street. Members reviewed each of the draft parking area approval standards and concurred that the suggested revisions were appropriate.

G. Padick noted that, based on the Committee's discussion on February 26th, staff had reviewed and comprehensively revised Section 8 regarding modifications. As drafted the revisions to this section would authorize staff to approve modifications of the Section 6 standards for existing situations where traffic safety or neighborhood impact problems were not observable or otherwise known and where existing site characteristics or other factors made strict compliance unreasonable. After discussion and incorporation of a wording revision, Committee members expressed support for the recommended revisions to Section 8. Turning to Section 10

(enforcement), members discussed with staff anticipated enforcement processes and the need to specifically reference the right to issue warnings. After considering and revising the wording of a proposed new sentence in Section 10, members agreed that the proposed addition regarding the issuance of violation warnings, should be incorporated.

After discussing potential next steps, Committee members agreed that subject to the Town Attorney's review, they were ready to recommend to the Town Council that the revised draft ordinance be presented at a new public hearing. Staff agreed to reformat the proposed revisions to the 1/11/10 draft to clarify proposed additions and deletions and P. Kochenburger agreed to approve a transmittal memorandum.

4. Future Meetings

No additional meetings were scheduled.

3. Adjournment

The members adjourned the meeting at 8:37 AM.

Respectfully submitted,

Gregory Padick
Director of Planning

**TOWN OF MANSFIELD
TOWN COUNCIL
Ad hoc Committee on Ordinance Development and Review
Thursday, February 26, 2010
Audrey P. Beck Municipal Building
Conference Room B
7:30 am**

DRAFT MINUTES

1. Call to Order/Roll Call

Members present: P. Kochenburger, D. Keane, T. Moran
Guest(s): M. Hart, M. Nintean, G. Padick

2. Draft Ordinance: Offstreet Parking on Residential Property

Mr. Kochenburger called the meeting to order at 7:35 AM. After a brief discussion, it was agreed to initially focus on the background and overall need for the draft ordinance, comments received to date and the various component elements of the draft. Noting the objective of reporting back to the Town Council as soon as possible, any potential revisions would be considered at a future meeting.

Mr. Nintean briefly summarized an information packet that had been emailed to committee members. He noted that staff had drafted the ordinance after the Community Quality of Life Committee had endorsed the ordinance objective. He also emphasized that the draft should be considered in association with other potential tools that are being considered to address student occupancy issues and current enforcement problems.

A majority of the meeting was spent discussing the overall need for the ordinance, location and frequency aspects of the existing parking situation, implementation provisions, the potential cost to landlords and tenants and enforcement issues, particularly with respect to initial and/or infrequent violations. Committee members noted that more time was needed to study this issue and that a number of ordinance revisions should be evaluated before considering a recommendation to the Town Council. It was agreed that staff would draft potential revisions for committee consideration and that particular attention would be given to section 3 (Findings and Purpose), Section 6 D (Parking Space Site Plan Criteria), and Section 8 (Modification of Parking Space Site Plan).

4. Future Meetings

It was agreed to meet again on Thursday March 11th at 7:30 AM

3. Adjournment

The members adjourned the meeting at 8:30 AM.

Respectfully submitted,

Gregory Padick
Director of Planning

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**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *Matt H*
CC: Maria Capriola, Assistant to the Town Manager; Gregory Padick, Director of Planning; Curt Vincente, Director of Parks and Recreation; Jennifer Kaufman, Parks Coordinator
Date: March 22, 2010
Re: Last Green Valley Grant Program - Moss Sanctuary Public Accessibility and Awareness

Subject Matter/Background

The Town of Mansfield, with the support of the CT Forest and Parks Association (CFPA) and the University of Connecticut, proposes to develop signage, an interpretive trail guide and publicity program for the Albert E. Moss Forest, Wildflower and Wildlife Sanctuary.

Since it was established in 1989, the 135-acre Moss Sanctuary has served as an outdoor classroom for University and Town programs and a place where visitors from Northeastern Connecticut can enjoy native flora and fauna, experience the trails and discover a variety of natural habitats. This parcel currently serves as a "village woods" with trails that are easily accessible by nearby residents in a densely developed area. The wooded open space on this property compliments the Storrs Center development nearby. It provides an extension for recreational programs at the Mansfield Community Center with an outdoor venue for walking. The property is used for class field trips and research projects by EO Smith High School and UConn students.

To ensure public awareness and enjoyment of this property, improved signage, an interpretive trail guide, sitting areas and a small bridge spanning a wet area along a trail is needed.

Proposed Scope of Work

To improve public awareness and enjoyment of this property and to showcase this area as a model of sustainable development, the Town of Mansfield proposes to apply for a grant to The Last Green Valley Heritage Corridor as part of their 2010 grant round. The project scope of work includes the following:

- A. Construct and Install Property Signage** - Two main property signs will be constructed and installed at the major entrances of the sanctuary (one along Brookside Road and one at the trailhead on Birchwood Heights). A map is attached. These signs will be consistent with other park signs in the Town of

Mansfield. In addition, smaller numbered signs will be installed to indicate points of interest.

B. Develop and Distribute an Interpretive Trail Guide - Using Mansfield's model trail guide (example attached), an interpretive trail guide will be developed. The trail guide will be available online at www.mansfieldct.org/trailguides/ for free to download along with trail guides for other Mansfield Parks. In addition, hard copies of trail maps will be sold at a nominal fee at the Mansfield Community Center.

C. Improve Trails and Public Access - Working with volunteers from the CT Forest and Parks Association, UConn's new living and learning community, EcoHouse, Mansfield's Department of Public Works, and students from E. O. Smith High School's Technology Education Program, trails and public access will be improved. Improvements would include:

- Improved trail marking and trail clearing
- Installation of three small brook crossings
- Safety improvements to the trail crossing along the dam
- Construction and installation of benches

D. Develop and Host Public Outreach Programs - The Town of Mansfield will collaborate with the CT Forest and Parks Association, Mansfield's Downtown Partnership, UConn's EcoHouse, E. O. Smith faculty and students, and residents to develop and host public outreach programs to improve community awareness of the Sanctuary. Outreach initiatives include:

- Conducting an educational walk as part of "Celebrate Mansfield Weekend" held on September 10-12, 2010, Walktober, and CT Trails Day
- Developing and distributing press releases
- Including of the Moss Sanctuary initiative in the Mansfield's Parks and Recreation brochure and Downtown Partnership literature

Financial Impact

The total cost of the proposed scope of work is \$26,300, with the 50% of the funds (\$13,150) provided by the grant and \$13,150 provided by matching funds and in-kind staff resources. The matching services would include \$11,500 in in-kind staff and volunteer resources and \$1,650 from the Parks Improvement Fund.

Recommendation

If the Town Council supports the submittal of this grant application, the following motion is in order.

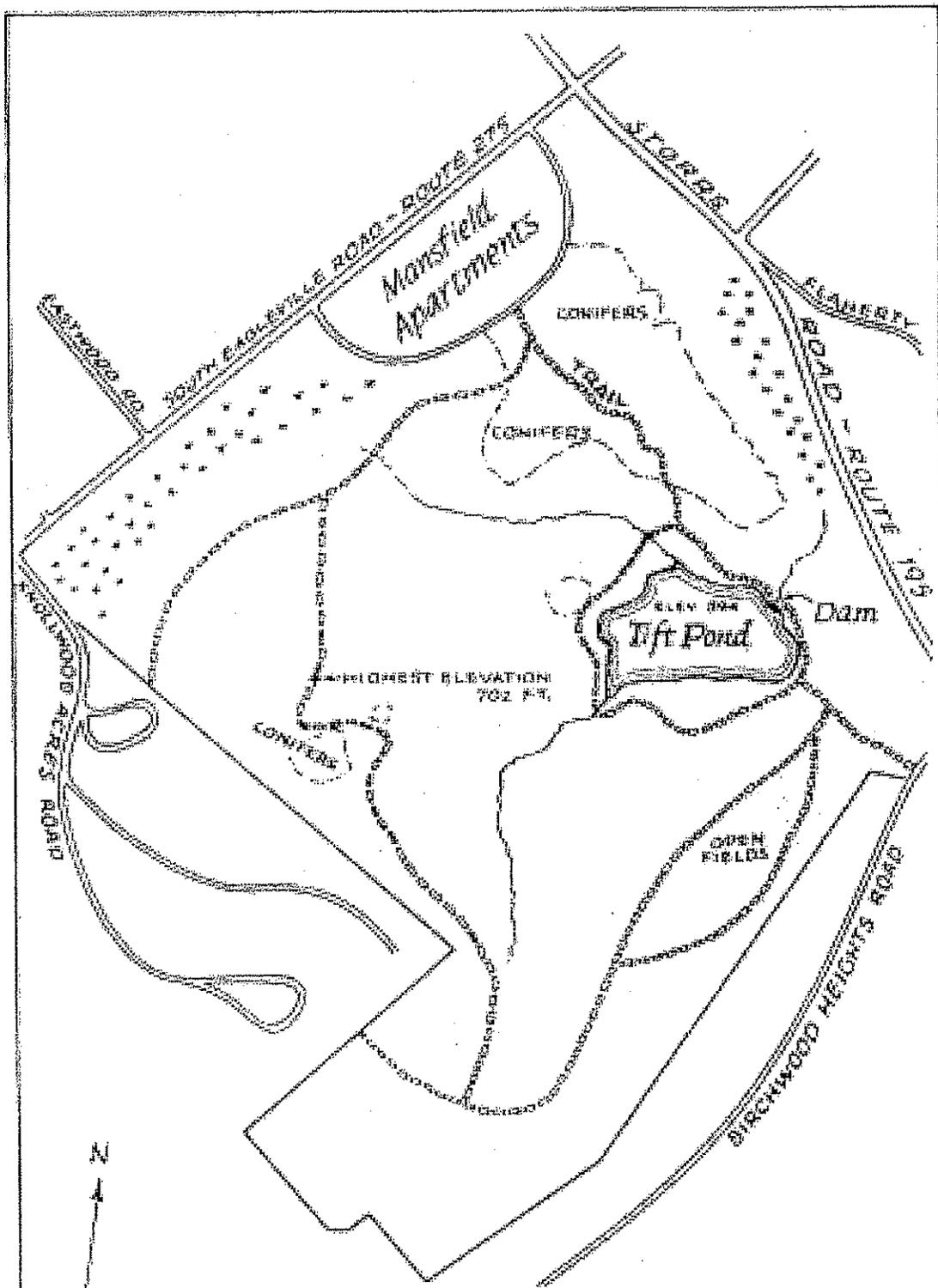
Move, effective March, 22 2010, to authorize staff to seek funds in the amount of \$13,150 from The Last Green Valley to improve public accessibility and awareness of the Moss Sanctuary.

Attached

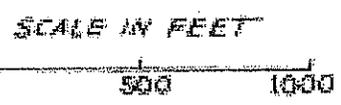
- 1) Project Budget
- 2) Property Map

Improving Public Accessibility and Awareness of the Moss Sanctuary Budget

Item	Cost	Contribution From Other Sources	Sponsoring Organization In-Kind Contribution	Sponsoring Organization In-Kind Contribution	TLGV Grant Funds Requested
Develop and Install Property Signage	\$5,000.00		\$1,350.00	\$1,000.00	\$2,650.00
Develop and Distribute an Interpretive Trail Guide	\$3,000.00		\$300.00	\$700.00	\$2,000.00
Improve Trails and Public Access	\$16,000.00	\$2,000.00		\$6,000.00	\$8,000.00
Develop and Host Public Outreach Programs	\$2,300.00	\$300.00		\$1,500.00	\$500.00
Total	\$26,300.00	\$2,300.00	\$1,650.00	\$9,200.00	\$13,150.00



*Albert E. Moss
forest, Wildflower
and Wildlife Sanctuary*



Town of Mansfield
Community Quality of Life Committee
Minutes
Thursday, February 4, 2010

Present: Joe Briody (Chair), Toni Moran, Steve Rhodes, Denise Keane, David Morse, Jane Fried,
Staff: Mike Nintean, Greg Paddick, Jim Hintz (UConn)

1. Minutes of the previous meeting were reviewed. David Morse raised questions about the composition of the committee as recorded in the previous minutes. The discussion was moved to the "new business" section of the agenda. Item 6c sentence regarding zoning was deleted. Item 5d was also deleted.
2. Jane Fried was elected recording secretary.
3. Comments from the public
 - a. Betty Wasserman, Old Turnpike Road, compared the proposed parking regulations to the use of drones in the conflicts in Afghanistan, as methods of solving a Mansfield problem which would generate a great deal of collateral economic damage to law abiding landlords.
 - b. David Freudmann, Eastwood Rd., opposed the new parking ordinance. He stated that deterioration of neighborhoods around universities as properties turn from private residences to rental properties is inevitable and people who don't want to live in this environment are free to move away. He stated that demographic and economic trends couldn't be changed.
 - c. Mike Sakosky, Wildwood Rd, stated that this ordinance is not required to solve student behavior problems.
 - d. June Krisch, Farmstead Rd, stated that students are entitled to live the lifestyle that is typical of students (parties, noise etc) but not at the homeowners' expense.
 - e. Jake Friedman read remarks which are attached.
 - f. Pat Wilcox, Clover Mill Rd, discussed renting to adults and families which she said was an important part of her income and did not cause any disruption in her neighborhood. She opposed the regulation.
 - g. Elizabeth Jackusch, Birchwood Heights, commented on the lack of a town police force and the unwillingness of the university off-campus housing officials to respond to complaints without a police report.
 - h. Unidentified person commented on the potential of discrimination against students as a class.
 - i. Stella Ross, Hank Hill Rd. suggested that a landlord serve on this committee.

- j. Richard DeBoer, Mansfield Center, commented on the commercial taxes placed on residential properties and asked that they not be raised.
 - k. Bob Hannafin, Gurleyville Rd. Asked questions about the availability of data to support the assertions of the problems the committee is attempting to solve. He asked for better problem definition.
 - l. Rick Hossick, Hunting Lodge Rd. Opposed the ordinance on the grounds that it makes government bigger.
 - m. Deborah Wolfe, Birchwood Heights, commented on the differences between renting to students and renting to families.¹
4. No report from the chair.
5. Communications
- a. Greg Paddick pointed out several documents in the meeting packet: 48a-6b, the landlord registry regulation. Fines for violating this regulation range from \$250-\$1,000 per offense. Housing code violations range from \$10 to \$100 per offense. The town charges \$90 per offense per day for housing code violations.
 - b. Circumventing the intent of the code. The intent of the housing code was to guarantee safe and healthy conditions of occupancy in non-owner occupied rental properties. Non-resident owners have been transferring a small percentage of ownership to a resident (typically 1%) in order to avoid inspections. There was discussion of methods for closing this loophole.
 - c. David Morse asked why there were so few complaints about various kinds of violations in rental properties. He wondered if the requirement of a police report before the university would take action against students limited the number of people who were willing to report violations. Jim Hintz explained the university procedure and the methods he uses in speaking to people who complain to him about student behavior. Police reports are part of the evidence he uses to substantiate complaints when he speaks with students.
 - d. At the next committee meeting Greg will report the opinions of the town attorney about the language in the suggested changes in the code and other regulations.
6. New Business
- a. Discussion of the means by which this committee explains its recommendations to the Council. There was a sense that the rights and responsibilities of landlords need to be discussed in greater detail. There was also an additional request for members of the CQOL to attend council meetings when recommendations from this committee are discussed. Further discussion about the role of the committee and a request for clarification from Steve Rhodes. Three members of the committee are members of the Council. The

¹ Many of the issues raised by the public were addressed in subsequent committee conversations.

consensus of the committee is that its role is to provide information and recommendations, but not necessarily to advocate for those recommendations. David Morse suggested that the committee should request an increase in membership of two and that these two additional members should be residents of the town who are not affiliated with the university. Much discussion ensued. The decision was to seek two additional members and to trust the chair of the Committee on Committees to keep the committee balanced in representation. It was also mentioned that having a student who rents off campus on this committee would provide a valuable perspective.

- b. The Draft of the Student Rental Registry ordinance was discussed. Greg Paddick indicated that this draft was intended to provoke discussion, not to present the staff's final thinking. The draft will be discussed in detail at the next meeting after the members have had time to read it carefully.
 - c. Definition of family. Greg distributed the extensive definition of family he has created using many sources and with the intention of updating the definition that has been used since the 1950's. Request for clarification of the difference between zoning rules and ordinances. Zoning allows for "non-conforming use" or grandfathering and only applies to circumstances created after the zoning change. Ordinances apply to everyone without exception. The staff recommends that the change in the definition of family be made by ordinance. Further discussion of this document will occur at next month's meeting.
 - d. Closing the Code Loophole - covered in previous discussions.
- 7. A motion was made to request the Town Council to increase membership of the committee by 2 citizen members. Morse made the motion. Rhodes seconded. Passed unanimously with Moran abstaining.
 - 8. Comments from the public
 - 9. Motion to adjourn at 9:45PM

Respectfully submitted,
Jane Fried, Recording Secretary
February 5, 2010

Mansfield Commission on Aging Minutes
9:30 AM – Senior Center
Monday, February 8, 2010

PRESENT: K. Grunwald (staff), M. Thatcher, J. Scottron, C. Pellegrine (Vice-Chair), J. Quarto, A. Holinko, T. Rogers, S. Gordon, M. Gerling (staff), C. Phillips, L. Bilokur (guest), E. Poirier, Matt Hart (Town Manager/guest)
REGRETS: J. Adamcik, T. Quinn

- I. **Call to Order:** Vice-Chair C. Pellegrine called the meeting to order at 9:32 AM.
- II. **Appointment of Recording Secretary:** K. Grunwald agreed to take minutes for the meeting.
- III. **Acceptance of Minutes of the January 11 meeting:** Request to add Jan Scottron's name as being in attendance. The minutes were approved with that correction.
- IV. **Correspondence – Chair and Staff:** K. Grunwald reported that he has mailed a letter to T. Quinn that will be sent to J. Kenny on behalf of the Commission.
- V. **New Business**
 - A. **Long-Range Plan Review:** K. Grunwald distributed an Executive Summary of the report with the addition of a section on Status of Action Steps/Update. There was a discussion regarding several aspects of the plan including Services & Support and Health Care Services. M. Thatcher raised the issue of Human Services' offices possibly moving to the Wellness Center, and the potential impact on the use of this space for wellness services. C. Phillips moved (Seconded by J. Scottron) that "the Wellness Center continue to use the available space for senior health and wellness services due to the expanding senior population as identified in the Commission's Long-Range Plan." There was much discussion about how to specify how the space will be used; does it need to be limited to health and wellness? Motion passed unanimously.
 - B. **Advisory Committee on the Needs of Persons with Disabilities:** K. Grunwald reported that members have been invited to attend next month's meeting.
 - C. **Non-profit Agency Funding Requests:** K. Grunwald distributed copies of applications from non-profit agencies for review and recommendation by the Commission. Members will review them and present their recommendations at the March meeting.
 - D. **"Other":**
 - C. Pellegrine expressed a concern that as the Town is currently in the process of hiring two new staff the priority should be for a full-time Social Worker and a

Part-Time Coordinator. She feels that there are volunteers that could assist with the Coordinator's position. J. Quarto doesn't feel that she knows enough about it; M. Thatcher feels that we need two full-time staff. M. Gerling feels that it would be very difficult to have a part-time Coordinator, although she agrees with the need for a full-time social worker. Other members agreed that the need is for two full-time staff. Motion: "The Commission urges the town council to seriously consider expanding the social worker's position to full-time licensed clinical social worker, recognizing the increasing needs of the senior population." Motion passed unanimously. C. Pellegrine will communicate these motions to the Town Council.

-Matt Hart raised two items: 1) Relocation of Human Services to the Wellness Center- C. Phillips explained the motion that was passed regarding this. Matt explained that the intent was not to force any changes on the Senior Center, and that the move is not planned at this time. (2) Preliminary thoughts regarding a Community Conversation on Senior Services, co-sponsored by the Commission and the Association. Given that several issues around senior services have been raised recently, the question came up if it would be useful to bring in an impartial facilitator to lead a discussion and develop a plan for the future. This would be a forum to express concerns and develop a plan to move forward. A. Holinko feels that this is a pivotal time for seniors to address these issues and look at new ideas and opportunities and to plan for the future. This may bring other people into the conversation. C. Phillips raised a concern that there is a silent majority and a vocal minority; she worries that a forum like this could be controlled by the vocal minority. M. Gerling does not feel that there is a terrible division, but that what is needed is for seniors to get to know applicants for positions. C. Phillips feels that a lot of people who use the Senior Center did not understand what people were so upset about regarding the personnel issues. C. Pellegrine does not feel that all of these problems could be resolved in a forum. J. Scottron supports use of volunteer drivers, but feels that she was shut down by raising concerns. Matt explained that the issue of volunteer drivers was just raised as an example, and he reiterated that the conversation would be sponsored by the Commission and the Association. T. Rogers acknowledged the concern that the vocal minority goes directly to management and the Council, and feels that they should be referred back to the organizations that represent them. M. Gerling stated that the conversation might be helpful, but T. Rogers cautioned that this could be influenced by a dissatisfied minority. L. Bilokur questions whether or not the Association is representative of the people who use the Senior Center, and she feels that this was exemplified by their lack of support for restoring the full-time Senior Social Worker's position. C. Phillips stated that these issues have been presented in the long-range plan and in Mansfield 2020; both sides of the issue need to be considered. Recommendation: The Commission should consider the offer from the town and discuss at the next meeting. L. Bilokur considered including a geriatrician if a forum is to be held.

- M. Hart mentioned the probate court consolidation, and C. Pellegrine spoke to some of the difficulties associated with the consolidation. Requirements for the judge have changed, and there are a lot of details that need to be worked out. The Mansfield/Coventry court is merging with the Tolland/Willington court. Preference is that this will be in a municipal building; no location has been decided on. The move will officially take place on Jan. 1, 2011.

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

A. Health Care Services

Wellness Center and Wellness Program – K. Grunwald reminded Commission members that we are continuing to provide a range of wellness services. Interviews for the Social Work position are proceeding.

B. Social, Recreational and Educational

Senior Center – M. Gerling: distributed copies of her monthly report.
Senior Center Assoc. – Tom Rogers: announced that if it is snowing this Wed. the Executive Committee will reschedule to the Friday at 10.

C. Housing

Assisted Living Advisory Committee: no report.
Wrights Way: J. Adamcik stated that there is nothing to report on.
Juniper Hill, Jensen's Park, Glen Ridge: no reports.

D. Related Town and Regional Organizations such as:

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

VII. **Old Business**

- A. Long Range Plan for 2007- 2010: please review the Executive Summary that was distributed.
- B. Sub-Committee Report: New Senior Center: no report.
- C. Triad: no report.

VIII. **Adjournment**

Meeting adjourned at 11:00 AM.

Next meeting: **Monday, March 8, 2010** at 9:30 AM at the Senior Center. We will extend an invitation to Waldo Klein to attend the next meeting.

Respectfully submitted,

Kevin Grunwald

MINUTES
MANSFIELD ADVOCATES FOR CHILDREN
 Wednesday, February 3, 2010
 6:00-8:00 PM
 Council Chambers- Town Hall

PRESENT: K. Grunwald (staff), S. Baxter (staff), J. Higham, J. Goldman, J. Greene, L. Holle, T. Berthelot, V. Fry, C. Guerreri, L. Young, P. Braithwaite, G. Bent (Chair), MJ Newman, J. Stoughton (Chair), K. Paulhus, F. Baruzzi (staff), G. Sanchez ? (guest)
REGRETS: M. Baker, D. McLaughlin, R. Leclerc, A. Bloom, S. Daley

ITEM	DISCUSSION	OUTCOME
Actions Needed	<p>-Welcome: Chair J. Stoughton called the meeting to order at 6:10. -Adopt Minutes of January 6, 2010</p>	<p>Minutes approved as written.</p>
Updates-For Your Information	<p>Downtown Partnership –Winter Fun Day- MAC Table- 2/13/10, 11-2PM: T. Berthelot asked for details re: materials, etc.</p> <p>Downtown Partnership –2/16/10, 5:00PM Planning & Design Meeting:</p> <p>School Readiness Unmet Needs Survey-due 2/16/10: S. Baxter reported that the State Dept. of Ed. has asked School Readiness communities to survey the survey the current cohort of pre-school children and try to identify if and where they attend pre-school. The Infant/Toddler committee has been working with the ECE Centers to attempt to identify these children and to determine their needs. 194 of these children have been identified through providers. F. Baruzzi</p>	<p>Contact Kathleen Paterson at the Downtown Partnership to finalize details. L. Young offered assistance in getting materials together.</p> <p>T. Berthelot will attend this meeting representing MAC.</p> <p>S. Baxter will send out a question on the Discovery listserve to find out what information other communities collect to understand the</p>

	<p>explained that based on parent report 80% of children have had a pre-school experience. MJ Newman asked if they can look at outcomes for children who did not have a preschool experience, and Fred answered that they do. J. Goldman raised a question about the standard of 20% of children leaving the school system on an annual basis.</p> <p>J. Stoughton announced that the library is looking at whether or not to continue the Preschool Fun and Information Fair in its current form. Are there other organizations that should be included, or is it no longer useful? Usually 100-150 people attend. J. Higham suggested looking at what the Windham Library does. S. Baxter suggested doing a survey at the Fair to support the work of the Plan.</p> <p>G. Bent asked if MAC would like to co-sponsor a Community Conversation with the League of Women Voters on the 4-Schools Building Project. Some discussion as to whether or not this can be tied into one of the strategies in our Plan. Purpose: to discuss community opinions on the options being presented. J. Goldman sees this as being very tied to the issue of Community Connectedness, and very much in support of the Plan. F. Baruzzi explained that at this point the Building Committee will have rank-ordered the four options. All information on the four options is currently available on the town's website.</p>	<p>specifics of the pre-school experience.</p> <p>Contact J. Stoughton with any ideas that members have about changing or improving the event. Send the question out to the Discovery listserve as well. Judy will invite representatives from the Community Center and Birth-3.</p> <p>Motioned and seconded that MAC co-sponsor this event. Passed unanimously.</p>
<p>NEW BUSINESS Option 1</p>	<p>Option 1 Application due 2/26/10- See Timeline to complete: S. Baxter explained team assignments and asked that teams identify partners who are willing to support the plan, and identify one team member who</p>	<p>Each team identified partners to the whole group so that</p>

	will personally approach the intended partner.	there would not be any duplications
New Business	<u>Team Work</u> -Finalize prioritized strategies, list partners needed, review Memorandum of Agreement to include your Team's work -Decide which member of group will approach partners to sign MOU -Complete new "Report Out " form so reports can be shared electronically and not use meeting time	Teams met to complete these tasks.
Brief Reconvening	Brief reconvening for groups to report on partners chosen and person chosen to approach partners: Groups came back together to report-out- identified key partners and prioritized strategies.	Done
Next Meeting Take Note	Meeting adjourned at 8:05 PM. -Next meeting: Wednesday, March 3, 2009- Town Hall, Council Chambers-	Any suggestions for that agenda, send to Sandy.

Respectfully submitted,

Kevin Grunwald

DRAFT



**MINUTES
MANSFIELD ADVOCATES**

FOR CHILDREN

**Wednesday, February 3, 2010
6:00-8:00 PM
Council Chambers- Town Hall**

PRESENT: K. Grunwald (staff), S. Baxter (staff), J. Higham, J. Goldman, J. Greene, L. Holle, T. Berthelot, V. Fry, C. Guerreri, L. Young, P. Braithwaite, G. Bent (Chair), MJ Newman, J. Stoughton (Chair), K. Paulhus, F. Baruzzi (staff), G. Sanchez ? (guest)

REGRETS: M. Baker, D. McLaughlin, R. Leclerc, A. Bloom, S. Daley

ITEM	DISCUSSION	OUTCOME
Actions Needed	-Welcome: Chair J. Stoughton called the meeting to order at 6:10. -Adopt Minutes of January 6, 2010	Minutes approved as written.
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	<p>to determine their needs. 194 of these children have been identified through providers. F. Baruzzi explained that based on parent report 80% of children have had a pre-school experience. MJ Newman asked if they can look at outcomes for children who did not have a preschool experience, and Fred answered that they do. J. Goldman raised a question about the standard of 20% of children leaving the school system on an annual basis.</p> <p>J. Stoughton announced that the library is looking at whether or not to continue the Preschool Fun and Information Fair in its current form. Are there other organizations that should be included, or is it no longer useful? Usually 100-150 people attend. J. Higham suggested looking at what the Windham Library does. S. Baxter suggested doing a survey at the Fair to support the work of the Plan.</p> <p>G. Bent asked if MAC would like to co-sponsor a Community Conversation with the League of Women Voters on the 4-Schools Building Project. Some discussion as to whether or not this can be tied into one of the strategies in our Plan. Purpose: to discuss community opinions on the options being presented. J. Goldman sees this as being very tied to the issue of Community Connectedness, and very much in support of the Plan. F. Baruzzi explained that at this point the Building Committee will have rank-ordered the four options. All information on the four options is currently available on the town's website.</p>	<p>collect to understand the specifics of the pre-school experience.</p> <p>Contact J. Stoughton with any ideas that members have about changing or improving the event. Send the question out to the Discovery listserve as well. Judy will invite representatives from the Community Center and Birth-3.</p> <p>Motioned and seconded that MAC co-sponsor this event. Passed unanimously.</p>
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NEW BUSINESS Option 1	Option 1 Application due 2/26/10- See Timeline to complete: S. Baxter explained team assignments and asked that teams identify partners who are willing to support the plan, and identify one team member who will personally approach the intended partner.	Each team identified partners to the whole group so that there would not be any duplications
New Business	<u>Team Work</u> -Finalize prioritized strategies, list partners needed, review Memorandum of Agreement to include your Team's work -Decide which member of group will approach partners to sign MOU -Complete new "Report Out " form so reports can be shared electronically and not use meeting time	Teams met to complete these tasks.
Brief Reconvening	Brief reconvening for groups to report on partners chosen and person chosen to approach partners: Groups came back together to report-out- identified key partners and prioritized strategies.	Done
Next Meeting Take Note	Meeting adjourned at 8:05 PM. -Next meeting: Wednesday, March 3, 2009- Town Hall, Council Chambers-	Any suggestions for that agenda, send to Sandy.

Respectfully submitted,

Kevin Grunwald

TOWN/UNIVERSITY RELATIONS COMMITTEE
Tuesday, February 9, 2010
Audrey Beck Municipal Building, Council Chambers

Minutes

Present: P. Barry, R. Ganim, M. Hart, J. Hintz, R. Hudd, S. Kremer (for J. Saddlemire), C. Paulhus, S. Rhodes, W. Simpson

Staff: M. Capriola, G. Padick, C. van Zelm
(UCONN) R. Miller, J. Coite

1. Call to Order
Meeting was called to order at 4:05 pm.
2. January 12, 2010 Meeting Minutes
Mr. Barry made a motion, seconded by Mr. Hintz to adopt the minutes of January 12, 2010 as presented. Motion passed unanimously.
3. Updates
 - a. *Spring Weekend 2010 Planning Update*. Mr. Rhodes provided an update. Planned initiatives include: increased traffic stops both in town and in neighboring communities and a central command post for all agencies.
 - b. *USDA/UCONN Project*. Mr. Rhodes provided an update. The public information session on the project will be conducted by the USDA and held some time in late February.
 - c. *Mansfield Downtown Partnership (MDP)*. Ms. van Zelm provided an update. The MDP student reception for UCONN students was postponed due to weather; it will be rescheduled. Winter Fun Day will be held 2/13. Design plans for Storrs Road are approximately 30% complete. A rendering of the design concept is available online at the MDP's website. A public information session will be held to update citizens on Storrs Road plans.
 - d. *Mansfield Community Campus Partnership (MCCP)*. Mr. Hintz provided an update. At its January meeting, MCCP discussed ideas/topics from the UMASS Amherst presentation. At its upcoming February meeting, MCCP will begin to discuss goal setting and action items for the group.
 - e. *Four Corners Sewer and Water Project*. Mr. Hart provided an update. The Council's "Four Corners" advisory committee is reviewing the feasibility and options for providing water and sewer infrastructure to the area. UCONN will be able to provide sewer service to the area. There are 3 possible water source options at this time, which do not include UCONN's system. The project would enhance the commercial viability of the area and remediate some environmental issues with the soils and water in that area.
4. Mirror Lake Project
Mr. Miller and Mr. Coite provided an overview of the Mirror Lake project. The overview included the history of the lake, current problems, solutions, dredging

methods, Smith College benchmark, sedimentation and water quality, and permits and schedule.

Mirror Lake was originally constructed for aesthetic and recreational purposes. Over time, the University has come to rely on Mirror Lake for stormwater management purposes. The Lake has not been dredged since 1968; sedimentation has built up and the average depth is 2.4 feet, maximum depth is 4.9 feet, and in some spots is as shallow as 1 foot. The University now cleans its catch basins more regularly and has reduced the amount of sand it uses during winter storms; these measures should help mitigate future sedimentation build-up.

The University has selected the hydraulic suction method to remove the sedimentation build-up; this project will help the University to regain functionality of the pond. This method is less disruptive to the Lake and Roberts Brook, the natural water level will be maintained, and the fish habitat and shoreline wetlands will be maintained. Sediment testing of the Lake has occurred. The contamination is non-hazardous but unsuitable for reuse. The removed sedimentation will be disposed off-site at an approved lined landfill. 17,100 cubic feet of sedimentation will be removed.

The permitting process is extensive and is underway. In Spring 2010, the University plans to hold public hearings, submit permits and hire contractors. In late May (after graduation) to early Fall the University will establish work areas, remove the sediment, dispose of the sediment, and re-establish landscaping at the site.

5. Other Business/Announcements

Mr. Rhodes provided an update on the classroom building construction that will replace Monteith and Arjona. West Classroom Building is still underway. However, the second building is on hold; the Governor has frozen bond authorization for the second building.

Mr. Hintz inquired and Ms. Capriola provided an update on the status of the Town's police services study RFQ.

6. Opportunity for the Public to Address the Committee
None.

7. Adjournment

Mr. Barry made a motion, seconded by Mr. Simpson to adjourn the meeting. Motion passed unanimously. Meeting adjourned at 5:15pm

Next Meeting: March 9, 2010

Respectfully Submitted,
Maria Capriola, Assistant to Town Manager

TOWN OF MANSFIELD
Solid Waste Advisory Committee
Minutes of the Meeting
January 7, 2010

Present: Knox (chair), Ames, Coughlin, Walton (staff), Hultgren (staff)

The meeting was called to order at 7:37 p.m.

The minutes of the December 4, 2008, June 30, 2009 and September 24, 2009 were accepted.

Freedom of Information brochures were distributed to committee members.

Walton reported that the planning for this year's UConn Give and Go has started. With the level of help coming from the University, Walton does not think that SWAC members will be called upon to offer assistance this year.

The EO Smith High School composting program has not started. Until recently there was a delay in clearing area for the compost bin. The Green Teens have persisted in spite of this. It was suggested that staff send a press release to the local papers featuring the Green Teens efforts, particularly Jessie Mehrhoff. Knox could enlist a student in UConn's journalism program to write an article for The Daily Campus.

Walton stated that an outstanding blight citation has been sent to the Rockville court. UConn's community outreach has asked the Town to supervise litter collection on one or more of the community service days - March 20, March 21, March 27 and April 17. Walton can participate on March 21. Knox and Coughlin may be available to help on one of the other days. Walton will first check with UConn to see if this can be a class activity, for credit with teacher participation.

Walton reported that over the course of a year there were 331 trash complaints/issues. Of that 113 were related to lack of recycling and 71 related to service level issues. Walton distributed trash and recycling data. The average residential recycling rate has been dropping. The composition of waste has changed – fewer newspapers and glass, which made the recycle stream heavier, replaced with lighter weight recyclables – is one possible factor. To further evaluate this, a comparison of the pounds of recyclables and trash per household, will be brought to the next meeting. Tim or Tom DeVivo from Willimantic Waste Paper will be invited to the next meeting to report on trends in recycling. Other suggestions included placing ads in local papers and polling residents. Single stream data was compared to dual stream. There has been no significant increase or decrease in recycling since single stream began in July 2009. Walton stated that since moving to single stream many residents have expressed interest in using the automated 65 gallon containers for recycling. With the single family collection contract ending September 2010, this might be a topic for a future meeting.

Staff was asked to get a progress report from Westport on their plastic bag ban, which went into effect in March 2009.

Hultgren reported on the Mid NEROC recycling contracts. The electronics recycling contract was awarded to an unfamiliar company. Walton discovered that this contractor has failed to demonstrate its compliance with Maine's best management practices, making them ineligible to participate in Maine's recycling program. Maine is one of the first states that had an electronics recycling law, with performance standards. Maine's best management practices are very similar to the EPA's R2 standards. Staff will send a letter to the Mid NEROC administrator stating the findings and reason for not participating in the regional electronics recycling contract.

Hultgren stated that the hazardous waste facility is costing more to run than what the Town's contribute, but there is a built-up fund balance that is allowing each town's annual contribution to remain the same. Mansfield's share of about \$11,000 per year has not risen in the past five years.

The next meeting is scheduled for March 4, 2010 in conference room B. The meeting was adjourned at 9:25 pm.

Respectfully Submitted,

Virginia Walton
Recycling/Refuse Coordinator

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



Patricia Michalak, MA
Youth Service Bureau Coordinator

Mansfield YSB Advisory Board
Minutes

Tuesday January 12, 2010
12:00pm at Mansfield Town Hall
Conference Room B

Board Members

Present:

Ethel Mantzaris, Chair
Frank Perrotti, Co-Chair
Patricia Michalak, YSB Coordinator
Kathleen McNamara, YSB Senior Social Worker
Kevin Grunwald, Director of Human Services
Eileen Griffin, Social Worker
Jerry Marchon, Police Officer
Jay O'Keefe, Parks & Recreation
Candace Morrell, Assistant Principle MMS
Jen Abele, EO Smith Student
Amber Hoyt, EO Smith Student
Lauren DiGrazia, Graduate MSW Intern

Guests: Matt Hart (Town Manager), Jeff Smith (Former Head of Finance for the town of Mansfield), Teri Hebert (Special Education Teacher), Sandy Baxter (Mansfield School Readiness Coordinator), & Anton V. (MMS student)

Proceedings

- *Meeting called to order* at 12:09pm by Chair, Ethel Mantzaris
- December 15, 2009 meeting minutes were accepted and approved
- *Student Report:* Anton V. (MMS student), Jen Abele (E.O. Smith student), & Amber Hoyt (E.O Smith Student)
 - All three students spoke about their individual experiences and interactions with the Youth Service Bureau.
- *Frank Perrotti's (Co-Chair) Report:* Challenge
 - Frank spoke about how he has been involved with the Challenge program for 33 years.
 - This program teaches motivation and self-discipline.
 - Frank was able to obtain \$4,500.00 from Bruce Silva, the Regional 19 Superintendent, and Fred Baruzzi, a Mansfield Superintendent.
 - The \$4,500.00 and the \$820.00 raised by alumni of the program make up the \$5,000.00 deficit in the Challenge budget for this year.
 - It was decided by the board to let Chuck Leavens, E.O. Smith Counselor, know that the money needed to run Challenge this year was raised. However, that this was a one time funding and that the Challenge program needs to have plans for future years.
 - Kevin Grunwald, Director of Human Services, thanked Frank for the fundraising.

- *Response from Matt Hart, Town Manager*
 - Matt Hart responded to the concern about Challenge. He offered up a solution of charging a partial tuition for families that could afford it and a fee waiver for those who could not afford it.
 - Kevin Grunwald expressed the concern that was brought up by the board in regard to this suggestion. The board was afraid a fee may exclude some families from applying.
 - Jerry Marchon, Police Officer, wanted to know if the \$5,000.00 not cut from the YSB budget last year was at risk to be cut this year

- Matt Hart began to discuss the budget. He explained that inter-government revenue will continue to drop for the next two years and that 43% of the overall revenue from the town comes from inter-government revenue.
- Matt Hart has asked his directors to come into the budget discussions with a flat budget from this year. The strategy he is taking is as follows:
 1. Try to control overhead and lower costs
 2. Revenue diversification
 - a. Where can we charge fees for services?
 3. Enhance tax base
 - a. Where can we grow the grand list?
 - b. Development in the town (i.e. Storrs Center and Four Corners)
- Matt Hart suggested in regards to Challenge to reach out to the Board of Education for a long term option and recommend tuition ideas
- Matt Hart stressed that the town's economic picture has not improved

- *Response from Jeff Smith, Former Head of Finance for the Town of Mansfield*
 - Jeff Smith expressed that this conversation was bigger than Challenge that it is important for the advisory board to look at YSB as not getting the resources they need to be successful and that the YSB advisory board needed to look at the broader picture.
 - He suggested getting the message of what the YSB does out there and to express the core service of this organization is to save kids.
 - Jeff Smith also expressed how the money needed to be separated from the programs and that the YSB needs to define and market what they are about.
 - This can be done by raising the YSB visibility.

- *New Business:*
 - New Advisory Board Members*
 - The Advisory board is recommending Jeff Smith, Former Head of Finance for the Town of Mansfield, and Teri Hebert, Special Education Teacher, for appointment to the Youth Services board. Kevin Grunwald will submit a letter to the Committee on Committees requesting review and approval.

Meeting adjourned at 1:12pm

Minutes submitted by Graduate MSW Intern, Lauren DiGrazia

**MANSFIELD DOWNTOWN PARTNERSHIP
BOARD OF DIRECTORS MEETING
Tuesday, February 4, 2010**

**Mansfield Downtown Partnership Office
1244 Storrs Road**

4:00 PM

Minutes

Present: Steve Bacon, Harry Birkenruth, Tom Callahan, Gregory Haddad, Matthew Hart, Dennis Heffley, Philip Lodewick, Frank McNabb, Christopher Paulhus, Steve Rhodes, Steve Rogers, Kristin Schwab, and Bill Simpson

Staff: Cynthia van Zelm, Lee Cole-Chu

1. Call to Order

Philip Lodewick called the meeting to order at 4:04 pm.

2. Introduction of new Board member Chris Paulhus

Chris Paulhus introduced himself to the Board. He is one of the Town Council appointees. Mr. Paulhus said one of his top priorities is moving Storrs Center forward. Board members introduced themselves.

3. Opportunity for Public to Comment

There was no public comment.

4. Approval of Minutes

Steve Bacon made a motion to approve the January 5, 2010 Board minutes. Steve Rhodes seconded the motion. The motion was approved unanimously.

5. Director's Report

Cynthia van Zelm said the monthly open house is tonight at 6 pm after the Board meeting. She said the open house meeting dates have been moved back from 5:30 pm to 6:00 pm to accommodate the new Board meeting date.

Ms. van Zelm said that Winter Fun Day is this Sunday from 11 am to 2 pm. She said there should be enough volunteers largely due to the involvement of University student clubs.

Ms. van Zelm said she will be staffing a table at the UConn women's basketball game after Winter Fun Day. She invited any Board members who would like to staff the table with her.

Ms. van Zelm said she submitted, on behalf of the Town of Mansfield, a grant to the Federal Transit Administration Livability Program for additional funding for the intermodal hub and the Village Street transit pathway.

She also worked with Mansfield Director of Public Works Lon Hultgren on two appropriations requests for Storrs Center – the improvement and expansion of the sewer line down Route 195, and parking hardware and software. Matt Hart said that the two requests will be brought to the Town Council on Monday night.

6. Storrs Center Action Items

Mr. Lodewick said that LeylandAlliance is continuing its discussions with potential equity and debt partners for Phase 1A. The driver continues to be rental housing in the first phase of the project. The Board discussed some of these options.

Mr. Hart said the Town and LeylandAlliance continue to make progress on a term sheet mainly related to infrastructure financing and management.

7. Appointment of Advertising and Promotion Committee Member for 2009-2010

Bill Simpson made a motion to appoint Logan Trimble to the Mansfield Downtown Partnership Advertising and Promotion Committee until the end of the Partnership's fiscal year on June 30, 2010. The motion was seconded by Mr. Rhodes. The motion was approved unanimously.

8. Approval of FY2010-2011 Budget

Tom Callahan reported on action taken by the Finance and Administration Committee related to the FY2010-2011 budget. He said that legal and professional/technical costs were less than anticipated which has resulted in a healthy fund balance.

Mr. Callahan said that two issues remain open. Partnership staff did not receive any salary increase last year (keeping in line with the action by the Mansfield Town Council). Mr. Callahan said this will be reviewed in the context of staff evaluations and the direction the Town takes with respect to salaries.

Mr. Callahan said the status of employment/health benefits for staff's spouse is expected to change in the coming months which could affect the cost of health insurance for the Partnership. This will need to be monitored as well.

Mr. Callahan moved adoption of the FY2010-2011 Budget subject to revisions based on salary recommendations during the staff evaluation process and the Town decision on salaries; and additional information regarding the possible addition of

health benefits for staff and her spouse. Harry Birkenruth seconded the motion. The motion was approved unanimously.

9. **Four Corners Sewer and Water Study Advisory Committee**

Ms. van Zelm said the Four Corners Sewer and Water Advisory Committee had met and heard a presentation from Jeanine Gouin at Milone & MacBroom about the possible sources of water, costs, timing and regulatory approval process.

In response to questions from Mr. Callahan, Matt Hart said that Ms. Gouin addressed with the Committee the possible stream flow regulations that could be several years in the making.

Mr. Hart continued to emphasize that it is important that the Four Corners project is complimentary to the Storrs Center project. He said it will be important for the Partnership to continue to be involved and its Planning and Design Committee can provide guidance to the Four Corners Committee on the work it did on design guidelines and special design district zoning.

The Board discussed the issues at Four Corners including public health concerns with the septic systems, economic development, the importance as a gateway to the Town and University, and surrounding land use.

Mr. Callahan said the barriers to bringing water to the site cannot be underestimated. It is a significant and multi-year effort.

10. **Report from Committees**

Advertising and Promotion

In Chair Dean Woods' absence, Ms. van Zelm reported that the Committee discussed the potential of an arts and crafts fair to be held in spring 2011. A subcommittee would need to be formed.

Festival on the Green

In Chair Betsy Paterson's absence, Ms. van Zelm reported that the first Festival on the Green Committee meeting will be February 18.

Membership Development

Frank McNabb said the Partnership has received 284 new and renewed memberships thus far for a total of approximately \$14,000.

Mr. McNabb said the Reminder News had included a sticker with contact information about Storrs Center on the front page of the paper. An article accompanying the sticker was included as well. The sticker will also be paced on editions in March and May.

Mr. McNabb said a reception with students is planned for February 10.

The Partnership will have a presence at UConn's Alumni Weekend in June.

Mr. McNabb said a letter will go out at the end of February to solicit Mansfield businesses who are not members.

Mr. McNabb said a Committee meeting will be held on Monday and topics include addressing how to reach out to engineering students and UConn Economics major alumni, having a presence at the UConn housing fair in March, and outreach to EO Smith High School students and parents.

Planning and Design

Steve Bacon reported that the Committee met on January 19 with BL Companies regarding the design of Storrs Road. Mr. Bacon said that BL is at 30 percent design and will present this to the CT Department of Transportation (DOT) after Town and Partnership staff comments on the design. After CT DOT approves moving ahead, there will be a public presentation which the Town and BL Companies would conduct.

Mr. Bacon said that Committee members had a lot of questions, some of which were related to the future presentation. Committee members agreed that the presentation will be important to show that progress is being made. Mr. Bacon said it is not anticipated that the presentation would be until at least late April due to timing on CT DOT review.

Mr. Bacon said that Mansfield Director of Public Works Lon Hultgren was at the meeting and said the design of the streetscape improvements by the Town is moving along a parallel track as the Storrs Road design that BL is undertaking.

Finance and Administration

Ms. van Zelm referred to the December 31, 2009 financials in the Board packet. There were no questions.

11. Executive Director Evaluation

Mr. Lodewick said Ms. van Zelm's evaluation will be at the Board meeting in March. He passed out evaluation forms and asked that they be faxed or mailed back to him by the end of February. Ms. van Zelm will send forms to Board members not in attendance.

12. Adjourn

Mr. Paulhus made a motion to adjourn the meeting. Kristin Schwab seconded the motion. The motion was approved unanimously and the meeting adjourned at 5:20 pm.

Minutes taken by Cynthia van Zelm.

**TOWN OF MANSFIELD
TOWN COUNCIL
Ad hoc Committee on Regionalism
TUESDAY, January 26, 2010
Audrey P. Beck Municipal Building
Conference Room B
6:00 pm**

MINUTES

1. Call to Order/Roll Call

Members present: G. Haddad, M. Hart, M. Lindsey

2. Approval of September 28, 2009 Minutes

By consensus, the committee approved the minutes from September 28, 2009.

3. Updates

Mr. Hart provided an update regarding the following initiatives:

- a. *WINCOG Regional Economic Development Plan* – the consulting firm of AKRF is nearing completion of the plan. The Windham Region Council of Governments (WINCOG) board of directors will discuss the implementation of the plan in the context of next year's operating budget.
- b. *Probate Court Consolidation* – the Coventry/Mansfield and Tolland/Willington courts must consolidate by January 1, 2011. By March 31, 2010, the four member towns must choose a name for the new consolidated court and are encouraged to choose a location by that date as well. Mr. Hart is working on these issues in collaboration with his fellow CEO's and the two existing probate judges.
- c. *Ad hoc Regionalization Study Committee* – this ad hoc committee comprised of representatives from the three Region 19 towns is looking at additional opportunities for regionalization within the preK-8 system. Mr. Hart reviewed a spreadsheet prepared by Ms. Trahan, Mansfield Director of Finance and Region 19 School Business Manager, analyzing and comparing the staffing costs for each of the three member towns.
- d. *Governor's Council for Local Public Health Regionalization* – Mr. Hart served as a member of this committee, which has recently presented its report detailing a number of recommendations to promote the efficient and effective delivery of public health services, to Governor Rell.

4. Police Services Study

Mr. Hart reported that a number of consulting firms had responded to the town's request for qualifications (RFQ) to conduct an evaluation of present and future police services in Mansfield. The committee members agreed to meet some time over the next month or so to review the responses and to determine which firms they may wish to interview. At Mr. Hart's recommendation, the committee endorsed the proposal to include Maria Capriola, Assistant to Town Manager, and Dave Dagon, Fire Chief in the selection process.

5. Other Opportunities for Regional and Shared Services

Mr. Hart reported that he and Maria Capriola had met informally with colleagues in Columbia, Coventry, Tolland and Windham to continue to discuss opportunities for shared services. The group decided to collect various data regarding purchasing to see if there are opportunities to capture an additional economy of scale beyond what may be achieved by using one of the existing purchasing coalitions (e.g. State Department of Administrative Services; Capitol Region Council of Governments). Mr. Hart will keep the committee informed of the group's progress.

Mr. Hart also informed the committee that he had agreed to serve on the Town Functions Subcommittee of the Speaker's Blue Ribbon Commission on Municipal State Grants and Mandate Relief, as a representative of the Connecticut Conference of Municipalities and the Connecticut Council of Small Towns. The Town Functions subcommittee is currently discussing opportunities, challenges and other issues related to the provision of local government services on a shared or regional basis.

6. Adjournment

The members adjourned the meeting at 8:00 PM.

Respectfully submitted,

Matthew W. Hart
Town Manager

To: Town Council/Planning & Zoning Commission
 From: Curt Hirsch, Zoning Agent *CBAA*
 Date: March 10, 2010

Re: **Monthly Report of Zoning Enforcement Activity**
For the month of February, 2010

Activity	This month	Last month	Same month last year	This fiscal year to date	Last fiscal year to date
Zoning Permits issued	9	4	1	79	86
Certificates of Compliance issued	8	12	11	73	102
Site inspections	24	39	36	317	391
Complaints received from the Public	2	0	0	25	38
Complaints requiring inspection	0	1	0	20	21
Potential/Actual violations found	3	5	4	40	24
Enforcement letters	14	19	5	93	73
Notices to issue ZBA forms	0	2	0	6	3
Notices of Zoning Violations issued	0	1	5	29	39
Zoning Citations issued	7	10	1	42	8

Zoning permits issued this month for single family homes = 1, multi-fm = 0
 2009/10 fiscal year total: s-fm = 9, multi-fm = 8

TOWN OF MANSFIELD
Energy Education Team
Minutes of the Meeting
January 19, 2010

Present: Gupta, Hoyle, Britton (chair), Williams, Walton (staff), Jay Smith (visitor)

The meeting began at 7:06 p.m.

Introductions were made.

The minutes from December 15, 2009 minutes were reviewed and accepted.

Walton reported that the regional energy task force meeting on December 16, 2009 focused on ways households can support renewable energy. Walton distributed a list of energy suppliers that residents can choose from. These suppliers generally charge less than Connecticut Light and Power. Providing this information when discussing CleanEnergyOptions, offers money savings while purchasing renewable energy. One strategy a task force used was donating money to the local children's soccer league with every CleanEnergyOptions sign up.

Walton reported that she participated in an Connecticut Clean Energy Fund energy education webinar. Most of the information was geared towards teachers; however, there is a renewable technology mini-exhibit, called *Conservation Quest*, available to borrow. It is a portable version of the Energy City Gallery in the Connecticut Science Center. Walton has asked to borrow it. She will promote the "eesmarts" energy kindergarten through 8th grade teachers training.

All energy challenge households have been visited. Hoyle and Britton will be sending out their summaries to the participants soon. The Kurland household was filmed during the energy coach visit. There are two other households that would like to be filmed. Walton will look into showing the film on Mansfield's station, Channel 13. Loxsom will be imaging several of the participating households in the upcoming weeks. Coaches should be following up with their assigned households periodically.

Walton brought two compact fluorescent bulb comparisons, as requested at the last meeting. Based on the comparisons, it is not clear which bulb brands are superior. Britton suggested that the team instead inform residents of the type of bulbs that are suited for different tasks and fixtures.

Walton gave an update on the Town's 20% by 2010 status. 406 households are signed on to CleanEnergyOptions, which represents 7.2% of the households. To date, Mansfield has earned six 1 kilowatt systems, three of which have been mounted on EO Smith's roof. Gupta suggested that reaching the 400 household threshold would make a good article for the Reminder. Walton stated that the additional three panels can now be mounted next to the first three solar panels at EO Smith. The other municipal buildings are not ideal sites for solar panels. Britton asked if a

solar thermal system could be mounted on the Community Center, in place of the additional photovoltaics. Walton will check into this.

There are two upcoming presentations that will be held in the Student Center Theater at Eastern Connecticut State University. "Energy Conservation and Solar Energy for Homeowners" will be held on Tuesday, March 31 at 7 pm. "Geothermal Energy for Homeowners" will be held on Tuesday, April 21 at 7 pm. Walton will publicize these programs.

Walton reported that the Town website is being reconfigured and now is a good time to contribute information about Mansfield's energy initiatives. Suggestions included using myth busters as a way of framing information or using a questions and answers format. Members were asked to contribute helpful information.

The committee discussed goal setting as an agenda item for the next meeting on February 16, 2010. Roger Smith, from Clean Water Action, will be asked if he can give some guidance on the goal setting session.

The meeting was adjourned at 8:35 pm.

Respectfully Submitted,

Virginia Walton
Recycling/Refuse Coordinator

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

MINUTES
MANSFIELD ADVOCATES FOR CHILDREN
 Wednesday, February 3, 2010
 6:00-8:00 PM
 Council Chambers- Town Hall

PRESENT: K. Grunwald (staff), S. Baxter (staff), J. Higham, J. Goldman, J. Greene, L. Holle, T. Berthelot, V. Fry, C. Guerreri, L. Young, P. Braithwaite, G. Bent (Chair), MJ Newman, J. Stoughton (Chair), K. Paulhus, F. Baruzzi (staff), G. Sanchez (guest)
REGRETS: M. Baker, D. McLaughlin, R. Leclerc, A. Bloom, S. Daley

ITEM	DISCUSSION	OUTCOME
Actions Needed	-Welcome: Chair J. Stoughton called the meeting to order at 6:10. -Adopt Minutes of January 6, 2010	Minutes approved as written.
Updates-For Your Information	<p>Downtown Partnership –Winter Fun Day- MAC Table- 2/13/10, 11-2PM: T. Berthelot asked for details re: materials, etc.</p> <p>Downtown Partnership –2/16/10, 5:00PM Planning & Design Meeting:</p> <p>School Readiness Unmet Needs Survey-due 2/16/10: S. Baxter reported that the State Dept. of Ed. has asked School Readiness communities to survey the survey the current cohort of pre-school children and try to identify if and where they attend pre-school. The Infant/Toddler committee has been working with the ECE Centers to attempt to identify these children and to determine their needs. 194 of these children have</p>	<p>Contact Kathleen Paterson at the Downtown Partnership to finalize details. L. Young offered assistance in getting materials together.</p> <p>T. Berthelot will attend this meeting representing MAC.</p> <p>S. Baxter will send out a question on the Discovery listserve to find out what information other communities collect to</p>

	<p>been identified through providers. F. Baruzzi explained that based on parent report 80% of children have had a pre-school experience. MJ Newman asked if they can look at outcomes for children who did not have a preschool experience, and Fred answered that they do. J. Goldman raised a question about the standard of 20% of children leaving the school system on an annual basis.</p> <p>J. Stoughton announced that the library is looking at whether or not to continue the Preschool Fun and Information Fair in its current form. Are there other organizations that should be included, or is it no longer useful? Usually 100-150 people attend. J. Higham suggested looking at what the Windham Library does. S. Baxter suggested doing a survey at the Fair to support the work of the Plan.</p> <p>G. Bent asked if MAC would like to co-sponsor a Community Conversation with the League of Women Voters on the 4-Schools Building Project. Some discussion as to whether or not this can be tied into one of the strategies in our Plan. Purpose: to discuss community opinions on the options being presented. J. Goldman sees this as being very tied to the issue of Community Connectedness, and very much in support of the Plan. F. Baruzzi explained that at this point the Building Committee will have rank-ordered the four options. All information on the four options is currently available on the town's website.</p>	<p>understand the specifics of the pre-school experience.</p> <p>Contact J. Stoughton with any ideas that members have about changing or improving the event. Send the question out to the Discovery listserve as well. Judy will invite representatives from the Community Center and Birth-3.</p> <p>Motioned and seconded that MAC co-sponsor this event. Passed unanimously.</p>
<p>NEW BUSINESS Option 1</p>	<p>Option 1 Application due 2/26/10- See Timeline to complete: S. Baxter explained team assignments and asked that teams identify partners who are willing to</p>	<p>Each team identified partners to the whole</p>

	support the plan, and identify one team member who will personally approach the intended partner.	group so that there would not be any duplications
New Business	<u>Team Work</u> -Finalize prioritized strategies, list partners needed, review Memorandum of Agreement to include your Team's work -Decide which member of group will approach partners to sign MOU -Complete new "Report Out " form so reports can be shared electronically and not use meeting time	Teams met to complete these tasks.
Brief Reconvening	Brief reconvening for groups to report on partners chosen and person chosen to approach partners: Groups came back together to report-out- identified key partners and prioritized strategies.	Done
Next Meeting Take Note	Meeting adjourned at 8:05 PM. -Next meeting: Wednesday, March 3, 2009- Town Hall, Council Chambers-	Any suggestions for that agenda, send to Sandy.

Respectfully submitted,

Kevin Grunwald



COMMITTEE ON COMMITTEES
February 16, 2010 @ 7:00 p.m.
Room B, Audrey P Beck Building

1. CALL TO ORDER

Chair Toni Moran called the meeting to order at 7:00 p.m.
Present: Meredith Lindsey, Toni Moran, Bill Ryan

2. OPPORTUNITY FOR PUBLIC COMMENTS

No comments were offered

3. APPROVAL OF MINUTES

Ms. Lindsey moved and Mr. Ryan to approve the minutes of the January 19, 2010 meeting as presented. Motion passed unanimously.

4. BOARD OF ETHICS VETTING PROCEDURE

By consensus the Committee agreed that Ms. Lindsey will send a letter, on behalf of the Committee, to the Board of Ethics thanking them for their work on the proposed vetting process and informing the Board that at this particular time the Committee on Committee does not intend to implement their suggestion.

5. REVIEW OF COMMITTEES FOLLOW UP

Following a discussion regarding additional information received as a result of conversations with volunteer applicants and others the Committee agreed to make the following recommendations:

Meg Reich	Four Corners Sewer and Water Advisory Committee
Jane Reinhardt	Cemetery Committee
Bruce Clouette	University Town Relations Committee
Lee Terry	Personnel Appeals Board
Denise Houman	Advisory Committee on Persons with Disabilities
John DeWolf	Advisory Committee on Persons with Disabilities
Ethan Avery	Parks Advisory Committee
Norma Lomonaco	Parks Advisory Committee
Jason McGarry	Historic District Commission full member

6. COMMITTEE APPOINTMENTS

Committee members will contact the following citizens to assess interest:

Ms. Moran	Wesley Bell
	John Dittrich
	Christine Dittrich
	Brien Buckman to suggest Communication Advisory Committee

Mr. Ryan Ron Schurin
Nancy Silander
Judith Stoughton to inform her she is a member of MAC as a librarian.
Laurie Grunske McMorrow
Ms. Lindsey Lida Bilokur
Sylvia McClain regarding the Arts Advisory Committee

The Town Clerk will research the origin of memberships for the Mansfield Advocates for Children including the voting status of staff members and the number of citizen members. The Town Clerk will also check the status of interested volunteers Lisa Dahn, Sonya Conrad, Patricia Braithwaite and Lisa Holle.

The Town Clerk will review recent minutes to see if Lisa Stafford was appointed to the Solid Waste Advisory Committee and will forward volunteer applications for those interested in the Library Board to the Town Manager. She will also inform the Town Manager that both Rita Pollack and Dale Truman are interested in reappointment.

7. DISCUSSION OF THE EVALUATION OF ADVISORY COMMITTEE STRUCTURE

To be discussed at a future meeting

8. STRATEGIES TO ANNOUNCE AND ADVERTISE VACANCIES

Ms. Moran offered a draft announcement of committee openings. The approved announcement will be posted on the Town website and sent to the Chronicle, the Reminder, the League of Women Voters and to all existing committees for distributions to members.

9. FUTURE AGENDA ITEMS

Discussion of Evaluation of Advisory Committee Structures

Committee Chair letter outlining the rules for committees, the process for submission of an annual report, and providing a forum for Chairs to communicate information to the Committee on Committees. Ms. Moran will compose the form and asked the other members to send her what items they would like included.

10. OTHER

Due to a conflict with a scheduled budget meeting, the Committee agreed by consensus to move the April 19th meeting to April 6th.

11. ADJOURNMENT

Mr. Ryan moved and Ms. Lindsey seconded to adjourn the meeting.
Motion passed unanimously.

Mary Stanton, Town Clerk

MINUTES

Mansfield Advisory Committee on Persons with Disabilities

Regular Meeting - Tuesday January 26, 2010

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

I. Recording Attendance:

Present: F. Goetz, W. Gibbs (Chair), K.A. Easley (staff), J. Tanner, J. Blanshard, K. Grunwald (staff), Melissa Shippee (guest)

Regrets: J. Sidney (will be unable to attend for the remainder of the semester), C. Colon-Semenza

II. Approval of Minutes: The minutes for the November 24, 2009 meeting (December meeting was cancelled) were approved with the correction of the spelling of Rebecca Arther's name. W. Gibbs has spoken with her, and she indicates that she is still interested in working with this committee.

III. New Business

- a. Volunteer Driver Program: K. Grunwald provided an update on the status of the volunteer driver

program. J. Blanshard stated that she periodically needs transportation at the last minute. K. Grunwald explained that a volunteer driver program would not necessarily respond to this need, as there would be a need to make arrangements ahead of time. She also recommended that we publicize information about existing transportation resources, including the Ride Share program on the Town's website. Several suggestions were made as to how to publicize this, including the Glen Ridge newsletter and Sparks, along with the website.

b. Municipal Transportation Grant: J. Blanshard suggested using this grant for transportation to the library and the Willimantic Food Co-op. We could pilot expanding the route beyond pick-ups at Glen Ridge, Juniper Hill and the Senior Center. K. Grunwald raised concerns about the length of the route if we do this. There was also some discussion about the use of Peapod grocery delivery for homebound individuals. There is a \$60 minimum charge, along with a small delivery fee. We will explore promoting this through the Senior Center and assist individuals who may not have access to the computer.

c. Commission on Aging: K. Grunwald reported that the COA has invited this committee to one of their meetings. The Committee will attempt to attend the March meeting; W. Gibbs will not be able to attend; K. Grunwald suggested that the Committee prepare a brief presentation for that meeting.

- d. "Other": J. Blanshard requested that we change the meeting time to accommodate J. Sidney's schedule. K. Grunwald will check with her for available times and email options to members.

IV. Old Business

- a. Follow-Up on Wright's Way Resident Concerns: Supposedly the chain to the driveway will be removed from Friday afternoon until Monday morning. F. Goetz reports that this has not happened. K. Grunwald will follow-up with Rebecca.
- b. Accessible Parking Fines/Signs: The Town purchased 30 signs indicating a \$150 fine for violation of accessible parking spaces. W. Gibbs suggested sending a letter to local commercial property owners to encourage them to add these signs in their parking lots. He will send a draft of the letter to K. Grunwald. J. Tanner asked about who regulates UConn parking. W. Gibbs will follow-up with this. K. Grunwald will find out if the Town can purchase the signs and resell them. J. Tanner will do an informal audit of the number of spaces in Town.
- c. Publicity efforts: Please send website links to Kathy Ann for developing links to the Committee's page on the Town's website. Melissa Shippee stated that it is a challenge for a parent of a child with disabilities to connect with other parents of children with special needs. J. Blanshard suggested exploring the bus company as an aid to identify other parents. K.A. Easley asked if

we could invite someone from the school system to join this committee?

d. Status of other accessibility issues previously identified: There was some discussion about access issues related access to privately owned buildings in Town. K. Grunwald provided an update on the status of issues at the Community Center.

- V. Adjournment: Meeting adjourned at 3:30 PM; next meeting is scheduled for February 23 at 2:30.
Proposed Agenda Items: Network of Parents of Children with Disabilities. K.A. Easley asked about the status of this committee functioning as the ADA Grievance Committee.

Respectfully submitted,

Kevin Grunwald

From

Usha Palaniswamy
16 A garden Terr
Albany, NY 12205

To

The Mansfield Town Council
Storrs, CT 06268

TownCouncil@mansfieldct.org

March 12, 2010

Dear Members of the Town Council,

I own 441 North Eagleville Road. I bought the house to live in 2006, and due to job relocation, I moved to Albany, NY in 2007. With the real estate market being bad, I could not sell the property.

It has come to my attention that the housing code is possibly changing where only 3 unrelated people are allowed to live in a single family house instead of 4. I would like to express my concern and opposition to this change. I think it is also important to consider the details and amenities of the house such as the size of the house, number of rooms, bathrooms, and the living space.

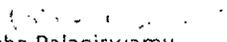
With the housing market continuing to be bad, it has become nearly impossible to sell my home. In order to pay mortgage for the property, and keep the home insurance active, I have to rent the property out.

Restricting the number of people living in the house will have a negative effect on everyone. As a landlord who is trying make ends meet, there is no way but to increase rent for 3 unrelated people living in a 3000 sq. ft. house which will discourage prospective tenants.

The reason for the proposed change to reduce the number of people residing is not clear and not justified. It seems as though this proposed change is intended to limit off campus housing to UCONN students. If this is the issue, then I suggest that the Town work with UCONN Off campus housing in creating a harmonious environment for the tenants, landlord and the rest of the community

Thank you for your attention.

Sincerely,


Usha Palaniswamy

cc. Mathew Hart, Town Manager

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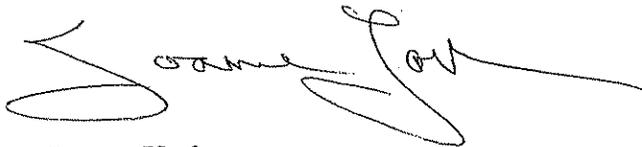
REC'D MAR 15

February 28, 2010

Mansfield Town Office
Mansfield Community Center
Mansfield/Storrs, Ct. 06268

This is a belated 'thank you' on behalf of the residents of Hanks Hill Road who had to be evacuated last month and went to the Mansfield Community Center. We were treated so kindly and considerately, with updates on the situation, visits from Mansfield officials, in particular Town Manager Matthew Hart, and we were well taken care of by the staff of the Mansfield Community Center who stayed past closing time on our behalf - and we especially appreciate Bill Callahan who even got us pizza!

We are grateful for all your efforts to make us feel comfortable and secure in an unsettling situation. Thank you once again.

A handwritten signature in black ink, appearing to read "Joanne Yorks", with a long, sweeping horizontal line extending to the right.

Joanne Yorks
281 Hanks Hill Road
Storrs, Ct. 06268

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

Matthew W. Hart, Town Manager

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

March 18, 2010

Glenn Ridge Cooperative
c/o Mr. Robert Kremer
11 Sycamore Drive
Storrs, CT 06268

Re: Waiver of Electricity Usage Costs

Dear Mr. Kremer:

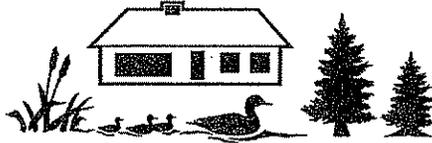
I have received your March 10, 2010 letter requesting the Town waive the cost of electricity used to light the sign for the Glenn Ridge Cooperative on the corner of Sycamore Drive and South Eagleville Road. I approve your request to waive the cost of this limited electrical usage as this minor expenditure does not warrant billing on the part of the Town.

If you have any further questions or concerns, please contact me at 860-429-3336.

Sincerely,

Matthew W. Hart
Town Manager

CC: Town Council
Lon Hultgren, Director of Public Works
Cherie Trahan, Director of Finance



Glen Ridge Cooperative
11 Sycamore Drive
Storrs, CT 06268
glenridge@ehmchm.org
(860) 429-2202

REC'D MAR 15

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

Dear Matt,

March 10, 2010

Last year, Glen Ridge installed a light for its sign on the corner of Sycamore Drive and South Eagleville Road. In order to access electricity, we received approval for connecting to a box located in a sewage pumping station adjacent to the sign and owned by the Town.

This note is to request the Town's support for Glen Ridge by paying for our electric use from our 70 watt bulb. Lon Hultgren said that he can not authorize this and has calculated that for a 70 watt bulb on for an average of 12 hours a day at 11 cents a KWhr would create a monthly average charge of a little less than \$3 per month totaling about \$35 per year. In fact, it is likely that the billing costs to Glen Ridge might cost nearly as much as the invoices themselves.

We are very appreciative of the Town allowing us to connect to this electric panel and given the very small cost and the significant taxes paid by Glen Ridge, I thought you might authorize that the Town pay for this electric usage. Thank you very much for considering this request.

Sincerely,

A handwritten signature in black ink, appearing to read 'Bob Kremer', is written over a large, stylized circular flourish.

Bob Kremer
Administrator

O'Brien and Johnson
Attorneys at Law

Item # 11

120 Bolivia Street, Willimantic, Connecticut 06226

Fax (860) 423-1533

Attorney Dennis O'Brien
dennis@OBrienJohnsonLaw.com
(860) 423-2860

Attorney Susan Johnson
susan@OBrienJohnsonLaw.com
(860) 423-2085

March 17, 2010

Ms. Maria E. Capriola
Assistant to the Town Manager
Town of Mansfield
Four South Eagleville Road
Mansfield, CT 06268

Re: Strategy or Negotiations re: Collective Bargaining

Dear Maria:

You have informed that that after adjournment of the Town Council meeting to be held on Monday, March 22, 2010, the Council will discuss strategy and negotiations with respect to collective bargaining for units represented by CSEA or IAFF.

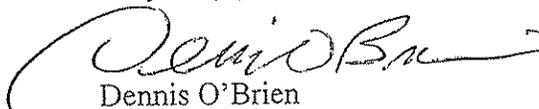
You have asked me for an opinion whether the Council must vote to go into executive session or simply may adjourn to discuss this particular matter.

Connecticut General Statutes section 1-200(2) provides in pertinent part that "strategy or negotiations with respect to collective bargaining" is not a "meeting" within the meaning of the Freedom of Information Act (FOIA), C.G.S. section 1-200, *et seq.*

C.G.S. section 1-225 requires public access to "meetings" of government agencies. As the proposed Council discussion is not a "meeting," it is not subject to the requirements of the FOIA, need not be officially noticed, and the Council may proceed as they please in this regard.

Let me know if you need any more from me on this.

Very truly yours,



Dennis O'Brien
Town Attorney

Cc: Matthew W. Hart
Town Manager

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TOWN OF MANSFIELD/MANSFIELD PUBLIC SCHOOLS

Proposed New Community PreK-4 Elementary School and
Mansfield Middle School Project

SCHOOL BUILDING COMMITTEE REPORT

Space Needs Assessment - Code Compliance - Infrastructure Improvements

School Buildings Project



New Community PK-4 Elementary School & Mansfield Middle School

Committee Members

Elizabeth Paterson, Mayor
Mark LaPlaca, Mansfield Board of Education Chair
Matthew Hart, Town Manager
Frederick Baruzzi, Superintendent of Schools
Mary Feathers, Community Member
Mark Boyer, Parent Representative
Anne Willenborg, Parent Representative

March 2010

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INTRODUCTION

The Mansfield School Building Committee is pleased to present its proposed "New Community PreK-4 Elementary School and Mansfield Middle School Project" to the board of education and the town council. In this report, the committee will provide a brief background and history of its work, review its analysis and discuss what it sees as next steps for this important initiative.

The Mansfield School Building Committee was established in September 2005 following a resolution by the board requesting that the town council "establish a school building committee to review the capacity and condition of the town's four school buildings, with respect to current needs and future expansion." The council directed the building committee to specifically review various key issues, including security concerns, roof replacements and other basic facility needs in addition to enhancing the library/media centers in the elementary schools.

Consistent with the council's original charge, the building committee's membership remains comprised of the mayor, the board chair, the town manager, the superintendent of schools, two parent representatives and one community member. The committee has studied the issues in significant detail over the past 4.5 years and has been ably assisted by town and school staff, as well as various outside experts.

In early 2006, the committee commenced its efforts by hiring school consultant Thomas Jokubaitis to conduct an initial school facility review. Mr. Jokubaitis presented his report in June 2006, which provided some initial guidance to the committee regarding facility needs and the school renovation process. Following a competitive selection process, in April 2007 the committee hired the firm of Lawrence Associates (Rick Lawrence, principal) doing business with DRA Architects (James Barrett, principal). The project architects met with school staff to conduct programming and building evaluations and later facilitated a series of community workshops in the spring of 2007 to identify various construction options. In March 2008, the building committee selected Newfield Construction, with Thomas DiMauro as project principal, to serve as construction manager.

Working closely with its project architects and construction manager, the committee learned during the winter and spring of 2008 that the cost estimates for its preliminary options were much higher than anticipated. In particular, the estimate for the extensive upgrade to the three elementary schools and Mansfield Middle School as originally contemplated totaled over \$90 million. At this point, the committee identified the concept of a new, consolidated elementary school to provide the community with an upgraded facility and the opportunity to leverage state grant reimbursement at a much lower cost to Mansfield taxpayers. (Following a staff review of municipal, state and privately-owned properties in Mansfield, the Southeast School site was later identified as the preferred site to host the consolidated school.) The committee also refined its work on the three other project options, and presented all four scenarios to the community at a public workshop in September 2008 and to the board of education and the town council at a joint meeting held in February 2009.

At the February 2009 meeting, the board and the council directed the committee to further analyze the consolidated school option, including a review of the feasibility of land at Southeast Elementary School to be used as the site of a single PreK-4 elementary school. More specifically, the committee was asked to examine the square footage that would be required for a consolidated school, the water/septic requirements and the impact of leaving and/or removing the current Southeast Elementary School at the conclusion of the project. The board and the council also instructed the committee to visit a number of

elementary schools that were constructed recently and are approximately the same size as Mansfield's projected PreK-4 enrollment, to identify advantages and disadvantages to a single district school site with an emphasis on the instructional program (regular, special subjects, support services), staffing (certified and non-certified), classroom facilities (regular, special subjects, support services), library/media and information technology services, equipment, transportation, food service, storage, custodial/maintenance and energy systems.

Over the past year, the building committee has reviewed the issues highlighted by the board of education and the town council. The committee has conducted a preliminary architectural and engineering analysis, which indicates that the Southeast School site is suitable to host a consolidated elementary school of approximately 700 students. Also, the building committee has studied the literature regarding optimal school size and visited consolidated schools of comparable size in Colchester and Glastonbury, Connecticut and Bedford and Sudbury, Massachusetts. The committee's site visit teams were impressed with the quality and design of each of the schools that it researched. (See Attachments I and II for articles regarding school size.)

Lastly, this past January and February the board of education hosted tours and presentations at each of the four schools. At these sessions, committee members and the project architect reviewed each of the four options and conducted a question and answer period for those in attendance. The building committee has prepared a comprehensive response to the questions and issues raised at these sessions and has posted this information on the town's website (see Attachment III, *Project Answers and Questions*).

ANALYSIS AND FINDINGS

As discussed, the committee has diligently studied four project options. An overview of the four options is presented in Attachment IV, *Families of Options*. Please note that the instructional program (including class size) remains constant across all four options.

The proposed scope of work for the elementary schools varies across the four options, as described in Attachment IV. For the Mansfield Middle School, it is important to note that under Option A the proposed improvements are limited to anticipated maintenance, including roof replacement, window replacement, a new elevator, other building repairs and the addition of solar panels. The planned renovations to the middle school are the same for Options B, C and D – this work is more extensive and would include the repairs listed in Option A as well as heavier renovations such as the construction of an administrative section at the building entrance to house the main office and nurses area, and the construction of four additional classrooms to replace the portable building.

After extensive study, research and analysis, the building committee is pleased to endorse Option D, which calls for the construction of a new, consolidated PreK-4 school at the Southeast School site and includes planned repairs and maintenance and the heavier renovations to the Mansfield Middle School. The committee has titled Option D as the "New Community PreK-4 Elementary School and Mansfield Middle School Project" (the "Project"). In the committee's view, the first three options are less desirable and would not offer the same advantages as Option D, the recommended option. Under Option A, for example, the committee would be unable to accomplish many of its key objectives, such as enhancements to building security or the construction of true library media centers at the elementary schools. In addition, with Option A the community would be left with 50-year school buildings in constant need of

repair. Also, Options B and C would prove more onerous to the taxpayer; particularly during an era of declining municipal revenues (see Attachment IV for more detail regarding the pros and cons of Options A-C).

The school building committee's recommendation in support of the Project is based on the following:

- 1) **The Project would accomplish all of the committee's objectives related to improvements to the school facilities.**

The Project includes the planned upgrades to the Mansfield Middle School and a new elementary school facility. Among other features, the new elementary school would contain a separate cafeteria and gymnasium, a state-of-the-art library media center and a modern energy management system and security system. Classroom sizes would be uniform for all grades with optimal space and storage capacity. The floor plan would be designed to maximize instructional square footage and to accommodate and welcome the use of the facility by community organizations.

- 2) **The Project would provide the best opportunity to enhance the district's instructional program.**

While the building committee's charge is primarily focused on improvements to school facilities, the members did discuss the instructional program in a limited detail. The facilities offered at a new, consolidated elementary school would provide many opportunities, such as in the area of science, to enhance the existing curriculum and to expand offerings district-wide at a single location. The Project would create larger, more uniform classroom sizes to enhance the learning environment — this is significant as two-thirds of a student's day is spent in the classroom. A consolidated PreK-4 school would also facilitate district-wide planning for all instructional programs and promote the maximum use of classroom teachers and support services staff to best meet the individual needs of all learners. In addition, special subject teachers would be better able to coordinate and plan unit activities with colleagues on a regular basis. Furthermore, as detailed below, the Project presents the most affordable option to the community, both in terms of debt issuance and ongoing education expenditures. The anticipated savings associated with operating one new school would provide the district with the best opportunity to maintain its class size guidelines and its current instructional program as well as the potential to invest these savings in additional areas or services.

- 3) **The Project would provide the best opportunity to leverage state grant funds, minimizing the cost to Mansfield taxpayers.**

The estimated construction cost of the Project totals approximately \$46 million, with an anticipated cost of \$16 million to Mansfield taxpayers. (This cost does not include funds to make repairs or renovations to the existing three elementary schools.) The total project cost and the anticipated state reimbursement compare favorably to the other three options considered. The high rate of reimbursement for the Project is largely due to the nature of the state grant formula, which provides a premium on new construction and is limited by a square footage to student ratio that Mansfield's present elementary schools exceed.

4) **The Project would promote sustainability and the most efficient use of resources.**

Improvements to the infrastructure at the Mansfield Middle School and the construction of a new, energy-efficient elementary school would allow the district to save money on energy costs while reducing emissions. Currently, at the three elementary schools the district uses 706,343 kWh of electricity and 10.7 billion BTU of oil/gas, at a cost of \$260,000 per year. At the completion of the Project, the building committee estimates that the energy usage for the elementary school program would reduce by approximately 75 percent or \$195,000 per year. The Project would also create efficiencies in program purchases and reduce the need for certain administrative staff resources, which would provide additional savings. All of these cost factors – the higher reimbursement rate and lower operating expenses – would reduce the cost of the Project for the average household. In short, the anticipated savings would enable the district to focus its investment on the instructional program and curriculum as opposed to administration. (Please see Attachment V, *Estimated Costs Comparisons*, for more information on these topics.)

5) **The Project would minimize disruption to the learning environment.**

The construction of a new school, when compared to the renovation of existing facilities, would minimize the disruption to the learning environment and mitigate any negative impact on PreK-4 students. Options A-C would involve at least two years of construction, with some disruption, at each of the elementary schools. Under any of the project options, the improvements to Mansfield Middle School would have some impact to the learning environment. Staff and the administration at the middle school would work to minimize this disruption to the extent possible.

6) **The Project would enhance the district's sense of community.**

The proposed Project would provide the district with two years to plan a community opening for the consolidated PreK-4 school, which would incorporate the best ideas, activities, traditions and customs of the three current elementary schools. A consolidated elementary school would also promote community diversity, which could be experienced and shared equally at one location. The district would continue to provide before and after-school care onsite with transportation to outside facilities such as the Mansfield Community Center where parents/guardians have made arrangements. Furthermore, for the average student a consolidated PreK-4 school would help facilitate a smooth transition to the Mansfield Middle School.

There are a few other items that the building committee wishes to highlight for board and council review. During the committee's public workshops, there has been some discussion regarding the potential use of the three elementary schools as well as traffic and neighborhood impacts to the residential areas adjacent to Southeast School. While a complete analysis of these issues is outside of the building committee's purview, the committee has discussed these subjects in a preliminary fashion.

- With respect to the potential reuse of the elementary schools, our project architect has also provided examples of how Mansfield and other communities have converted former school buildings to other uses. In Mansfield, for instance, the town has converted both the Storrs Grammar School (municipal building) and the Buchanan School (Mansfield Public Library) to other municipal uses. The building committee specifically recommends that the existing Southeast School building remain under the town's control and be used for an educationally

compatible purpose; for example, at least part of the existing Southeast School could be used to host before and after-school care. The town council would need to make any decisions regarding the reuse of the existing elementary school facilities.

- In regards to traffic, the town would need to specifically study existing and anticipated traffic volumes and appropriately address all anticipated impacts to meet applicable approval criteria established by the Connecticut Department of Transportation and Mansfield Planning and Zoning Commission. This analysis would include both vehicular and pedestrian traffic. The Mansfield Traffic Authority expects that traffic associated with a consolidated elementary school would be similar to cumulative traffic now related to the three existing elementary schools and to the traffic associated with the Middle School, which has approximately the number of students that are planned for the consolidated school. Based on a preliminary review, Mansfield's Traffic Authority anticipates that Warrenville Road and affected intersections with nearby state and local roads would have capacity to accommodate a consolidated school at this site. The traffic authority expects the primary traffic issue would prove to be the management of on-site traffic associated with school busses and parent pickups. The traffic authority's preliminary analysis indicates that it would be able to adequately address all anticipated traffic impacts.
- Concerning other potential neighborhood impacts, the committee's preliminary engineering analysis indicates that the Project would have a negligible impact on the community and private wells serving the area. The building committee considered the Pinewoods Lane community well in association with a septic suitability analysis conducted in 2009 by Anchor Engineering Services, Inc. This preliminary analysis indicates that ground water flows from the proposed site would not flow towards the community well. Based on this preliminary study, the building committee does not expect that a septic system for a new school would impact the Pinewoods Lane community well. The State Department of Environmental Protection's permit process for the new septic system is very detailed and the agency would require the town to further study this potential impact issue. Furthermore, a new school would require an additional well and all Connecticut Department of Public Health permit requirements would have to be addressed. The site is within a designated stratified drift aquifer area and the preliminary analysis indicates that the district could obtain the needed volume of potable water without affecting the yield of the Pinewoods Lane community well.

NEXT STEPS

On March 15, 2010 the school building committee will conduct a public information meeting to present the proposed New Community PreK-4 Elementary School and Mansfield Middle School Project. Under the timeline that the committee has outlined, the committee suggests that the board of education recommend its preferred option to the town council by May 24, 2010. The town council will need some time to review the board's recommendation, and the building committee has proposed that the council conduct a public hearing on June 14, 2010 to solicit additional public comment on the proposed Project. The building committee has further recommended that by June 26, 2010 the town council make a decision on whether to place a proposed school building project on the November 2010 ballot.

In the interim, the school building committee remains available to address questions and concerns and to otherwise assist the board of education and the town council with their review of the committee's recommendation.



REGIONAL EDUCATIONAL LABORATORY at EDC

Optimal Student Enrollment

Description of Request:

The requestor is interested in finding out more about the "criteria" school districts are using to determine "optimal student enrollment" in elementary, middle and high schools, as well as, the basis for this determination.

Question:

1. What criteria are school districts using to determine "optimal student enrollment" in elementary, middle and high schools and what is the basis for this determination?

Report:

Following an established REL-NEI Reference Desk research protocol, we conducted a search for research reports as well as descriptive and policy-oriented briefs and articles in this area. The sources included federally funded organizations, additional research institutions, several educational research databases, and a general Internet search using Google and other search engines. We also searched for appropriate organizations that may act as resources on this issue. We have not done an evaluation of these organizations or the resources themselves, but offer this list to you for your information only.

Researchers thought it would be of use to provide a context to the ongoing dialogue around appropriate and optimal school size. Institute for Education Sciences (IES), in their Education Indicators series, articulates the tension between larger and smaller sized schools: "though smaller schools may have a stronger sense of community, larger schools often can provide broader curricular offerings" (IES website. *Education Indicators: An International Perspective*: <http://nces.ed.gov/surveys/international/intlindicators/>)

Our researchers have found no evidence indicating what criteria districts are using to determine "optimal student enrollment" in elementary, middle and high schools or the basis for the determination. However, researchers were able to locate literature that provided research-based ranges of "optimal student enrollment" in elementary and high schools. One study found that "there is some evidence that moderately sized elementary schools (300–500 students) and high schools (600–900 students) may optimally balance economies of size with the potential negative effects of large schools" (Andrews, 2002; see resource below). Another study suggested that while, "Elementary schools [with students of disadvantaged social and economic backgrounds] should be limited in size to not more than about 300 students; those serving economically and socially heterogeneous or relatively advantaged students should be limited in size to about 500 students. Secondary schools serving exclusively or largely diverse and/or disadvantaged students should be limited in size to about 600 students or fewer, while those secondary schools serving economically and socially heterogeneous or relatively advantaged students should be limited in size to about 1,000 students" (Leithwood, 2009; see resource below). Still another study's results suggested that "the ideal high school, defined in terms of effectiveness (i.e., learning), enrolls between 600 and 900 students. In schools smaller than this, students learn less; those in large high schools (especially over 2,100) learn considerably less" (Lee, 1997; see resource below). In terms of cost effectiveness, "The best of the cost function studies suggest that sizeable potential cost savings in instructional and administrative costs may exist by moving from a very small district (500 or fewer pupils) to a district with approximately 2,000–4,000 pupils. The findings from production function studies of schools are less consistent, but there is some evidence that moderately sized elementary schools (300–500 students) and high schools (600–900 students) may optimally balance economies of size with the potential negative effects of large schools" (Andrews, 2002; see resource below).

We focused on identifying resources that specifically addressed optimal school size for elementary, middle and high schools, but to supplement the research findings that directly address the questions, we have also included a selection of articles reviewing the effect of school size on school performance and the effect a high school's size has on the school's budget.

Question:

1. What criteria are school districts using to determine "optimal student enrollment" in elementary, middle and high schools?

- 1.1. **Revisiting Economies of Size in American Education: Are We Any Closer to a Consensus?**

Andrews, M., Duncombe, W. & Yinger, J.; June 2002, Economics of Education Review Volume 21, Issue 3, Pages 245-262.

Source: General internet search using Google.

(http://cpr.maxwell.syr.edu/efap/Publications/Revisiting_Economies.pdf)

From the abstract: "Consolidation remains a common policy recommendation of state governments looking to improve efficiency, especially in rural school districts. However, state policies encouraging consolidation have increasingly been challenged as fostering learning environments that hurt student performance. Does the empirical research on economies of size support for this policy? The objective of this paper is to define the factors affecting economies of size and update the literature since 1980. The best of the cost function studies suggest that sizeable potential cost savings in instructional and administrative costs may exist by moving from a very small district (500 or fewer pupils) to a district with approximately 2,000-4,000 pupils. The findings from production function studies of schools are less consistent, but there is some evidence that moderately sized elementary schools (300-500 students) and high schools (600-900 students) may optimally balance economies of size with the potential negative effects of large schools. Since program evaluation research on school consolidation is limited, it is time for researchers on both sides of this debate to make good evaluation research on consolidation a high priority."

- 1.2. **A Review of Empirical Evidence About School Size Effects: A Policy Perspective.**

Leithwood K. & Jantzi D.; 2009; Review of Educational Research, Vol. 79, No. 1, pages 464-490.

Source: General internet search using Google Scholar

(<http://rer.sagepub.com/cgi/reprint/79/1/464>)

From the abstract: "This review examined 57 post-1990 empirical studies of school size effects on a variety of student and organizational outcomes. The weight of evidence provided by this research clearly favors smaller schools. Students who traditionally struggle at school and students from disadvantaged social and economic backgrounds are the major benefactors of smaller schools. Elementary schools with large proportions of such students should be limited in size to not more than about 300 students; those serving economically and socially heterogeneous or relatively advantaged students should be limited in size to about 500 students. Secondary schools serving exclusively or largely diverse and/or disadvantaged students should be limited in size to about 600 students or fewer, while those secondary schools serving economically and socially heterogeneous or relatively advantaged students should be limited in size to about 1,000 students."

- 1.3. **High School Size: Which Works Best and for Whom? Lee, V.E. & Smith, J.B.; 1997;**

Educational Evaluation and Policy Analysis, Vol. 19, No. 3, p. 205-227.

Source: ERIC (#ED396888)

(http://www.eric.ed.gov/ERICDocs/data/ericdocs2sql/content_storage_01/0000019b/80/14/96/a2.pdf)

From the abstract: "The study described in this article investigates the relationship between high school size and student learning. We used three waves of data from NELS:88 and hierarchical linear modeling (HLM) methods to examine how students' achievement growth in two subjects (reading and mathematics) over the high school years is influenced by the size of the high school they attend. Three research questions guided the study: (a) Which size high school is most effective for students' learning?, (b) In which size high school is learning most equitably distributed?, and (c) Are size effects consistent across high schools defined by their social compositions? Results suggest that the ideal high school, defined in terms of effectiveness (i.e., learning), enrolls between 600 and 900 students. In schools smaller than this, students learn less;

those in large high schools (especially over 2,100) learn considerably less. Learning is more equitable in very small schools, with equity defined by the relationship between learning and student socioeconomic status (SES). An important finding from the study is that the influence of school size on learning is different in schools that enroll students of varying SES and in schools with differing proportions of minorities. Enrollment size has a stronger effect on learning in schools with lower-SES students and also in schools with high concentrations of minority students. Implications for educational policy are discussed."

- 1.4. **School Reform and the No-Man's-Land of High School Size.** Gregory, T.; December, 2000; Indiana University. Portions of this paper are adapted from an unpublished paper, "School Size, School Reform, and the Moral Conversation," delivered at the Journal of Curriculum Theorizing Conference (Bloomington, IN, October 18, 1997).
Source: ERIC (#ED451981)

(http://www.eric.ed.gov/ERICDocs/data/ericdocs2sql/content_storage_01/0000019b/80/16/f5/6d.pdf)

From the abstract: "The paper explores the ways in which research and practice have shaped how we think about the proper size of the high school. Since 1970, essentially all research tends to favor the creation of small high schools. Four forces seem to have come into play much more strongly, often in concert with each other, since our conception of the high school was established; the information age, the emergence of an adolescent culture, the students' rights movement, and our changing views of the proper functioning of organizations all threaten to render the large, comprehensive high school obsolete. Two reform responses to these conditions have emerged: break existing big high schools up into small schools within schools (SWASs) and create new, small high schools. The two alternatives represent very different models of schooling with very different cultures. Successful examples of the SWAS approach are rare, perhaps non-existent. Five types of error are often committed in designing them: errors of size, of continuity, of autonomy, of time, and of control. Creating new, small high schools is an effective approach but their effectiveness begins to diminish when they get much larger than 200 students. SWASs also seem to hit a size barrier when they try to get much smaller than 400 students. This no-man's-land of high school size is discussed and its implications for reform efforts are considered. The analysis attempts to explain why so little of our widespread effort to reform the high school has been successful and it suggests remedies, uncomfortable as they may be, that hold the promise of rectifying the situation."

Resources on "Optimal School Size" in General

- **Research about School Size and School Performance in Impoverished Communities.** Howley, C., Strange, M., & Bickel, R.; December, 2000, ERIC Clearinghouse on Rural Education and Small Schools.
Source: ERIC (#ED448968)
(<http://eric.ed.gov/ERICWebPortal/contentdelivery/servlet/ERICServlet?accno=ED448968>)
From the abstract: "Many experts have endorsed small schools as educationally effective, often adding parenthetically that smaller size is especially beneficial for impoverished students. A recent series of studies, the "Matthew Project," bolsters these claims. This digest reviews recent thinking about small school size, describes the Matthew Project studies, and summarizes findings. Summaries of research on school size make various recommendations on optimal size. Researchers and policy analysts most concerned with "community" tend to recommend the smallest schools for everyone; those concerned with student outcomes advise small schools for some communities; and those concerned with inputs recommend larger sizes. From 1966 to 2000, only 22 research reports addressed the interaction of school size and poverty as a major concern, although poverty typically has a strong negative influence on achievement. The Matthew Project is based on the work of N. Friedkin and J. Necochea (1988), who found that school performance benefited from smaller school size in impoverished California communities and from larger school size in affluent communities. A 1996 replication using West Virginia data found similar results. The Matthew Project pursued the issue in Ohio, Texas, Georgia, and Montana and found remarkably strong and consistent equity effects of size. Across states, the relationship between achievement and socioeconomic status was substantially weaker in smaller schools than larger schools. Findings for each state are discussed."

- **High School Size: Effects on Budgets and Performance in New York City.** *Stiefel L., Berne R., Jatarola P., & Fruchter N.; 2000; Educational Evaluation and Policy Analysis, Vol. 22, No. 1, p.27-39.*

Source: ERIC (#EJ607454)

(<http://epa.sagepub.com/cgi/reprint/22/1/27>)

From the abstract: "Combines budget and performance information to study the effects of high school size. Suggests that since small high schools are more effective for minority and poor students, and the budget per student is found to be similar for small and large schools, policymakers might support the creation of more small high schools."

Key words and search strings used in the search:

Optimal + school size; school size; effect of school size on student achievement; school size + student achievement

Search databases and websites:

Institute for Education Science Sites: Regional Educational Laboratory Program (REL); What Works Clearinghouse (WWC); Doing What Works (DWW); National Center for Education Statistics (NCES); Institute for Education Sciences (IES); IES Practice Guides

Additional Data Resources: The Campbell Collaboration; Data Quality Campaign; Education Development Center; WestEd; The Education Trust; SRI International; ERIC; <http://www.google.com>; <http://www.goglescholar.com>; <http://www.google.com>; general internet search

Criteria for inclusion:

When Reference Desk Researchers review resources, they consider, among other things, four factors:

1. **Date of the publication:** The most current information is included unless in the case of nationally known seminal resources
2. **Source and funder of the report/study/brief/article:** Priority is given to IES, nationally funded, and certain other vetted sources known for strict attention to research protocols;
3. **Methodology:** i.e. Random control trial studies, surveys, self-assessments, literature reviews, policy briefs, etc. Priority for inclusion is given generally to random control trial study findings; however, the reader should note at least the following factors when basing decisions on these resources: Numbers of participants (just a few? Thousands?); Selection (did the participants volunteer in the study, or were they chosen?); Representation (were findings generalized from a homogeneous or a diverse pool of participants? Was the study sample representative of the population as a whole?)
4. **Existing knowledge base:** Although we strive to include vetted resources, there are times when the research base is slim or non-existent. In these cases we have included the best resources we could find, which may include newspaper articles, interviews with content specialists, organization websites, etc.

REL Northeast and Islands

The Regional Educational Laboratory (REL) Reference Desk is a service provided by a collaborative of the REL program, funded by the U.S. Department of Education's Institute of Education Sciences (IES). This response was prepared under a contract with IES, Contract ED-06-CO-0025, by REL Northeast and Islands administered by Education Development Center, Inc. The content of the response does not necessarily reflect the views or policies of IES or the U.S. Department of Education nor does mention of trade names, commercial products, or organizations imply endorsement by the U.S. Government.

School Size: Why "Smaller" May Not Be the Answer

Kenneth R. Stevenson

School districts, and even states, striving to identify optimal school size are confounded more often than not by the conflicting research findings and theoretical arguments presented throughout the literature. Some writers adamantly declare that smaller schools are a must if educational opportunity is to be optimized. Others argue that school size itself has little impact on student performance, suggesting that other variables "masked" in school size are the real factors affecting student success. Yet others imply that smaller schools may make a difference in student performance, but the excessive cost to move in that direction is not warranted. They postulate that similar, if not better, results may be produced at less expense through enhanced technology, better instructional materials, and further professionalizing the teaching corps. Finally, some researchers studying school size indicate that, if school size does affect learning, its influence may vary greatly, depending upon the clientele served.

The truth is, however, that the real effects of school size, if any, are not yet fully known—and may never be. While the topic has been studied extensively, the findings have been mixed, and often contradictory. Part of the reason for such varied results rests with differences in research methodologies. However, there are also some other common sense explanations as to why school size research findings diverge, sometimes significantly. This article is an inventory of factors that affect school size research findings, along with suggested implications for districts and states making decisions about how many students their schools should house.

School Outcomes Are Greatly Affected by Factors Outside the Direct Control of Educational Institutions

While the quality of the educational process in a school makes a difference in how children learn and who they become, some of the most significant contributors to a student's success rest elsewhere. For example, in a series of studies on the relationship of school size to student outcomes in South Carolina, a majority of the variability in student performance from school to school on state achievement tests was associated with the level of poverty of the children served (Carpenter, 2006; Durbin, 2001; Kaczor, 2006; McCathern, 2004; Roberts, 2002). Across these studies, the findings repeatedly indicated that the higher the poverty index of a school (proportion of children qualifying for free or reduced lunch or qualifying for Medicaid), the fewer the percentage of pupils scoring proficient or advanced on the Palmetto Achievement Challenge Test (PACT).

Findings that family socioeconomic and demographic factors are major contributors to how students perform in school are not limited to one state, nor are they a new concept. An earlier Rand study (Grissmer, Kirby, Berends, & Williamson, 1994) using national databases concluded the following:

The most significant family characteristics associated with test scores are parental education levels, family income, family size, and age of mother at child's birth. Other things equal, higher levels of parental education and family income are associated with significantly higher test scores. (p. 105)

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The study further indicated that as family environments are enhanced, students can be expected to perform at a higher level academically. The report states that in the United States over time:

two highly significant—but often overlooked—changes in family characteristics have had positive effects on test scores: the very large increase in parental education levels and the significant reduction in family size. (Grissmer et al., 1994, p. 106)

Nor are the effects of variables outside school control limited to this country. A 2006 study of the relationships between nonschool factors and student academic performance across 20 countries found that, regardless of country, parent education and job type correlated to students' performance (Hampden-Thompson & Johnston, 2006). The study points out that: (a) "on average, in all 20 countries, 15-year-old students with at least one postsecondary-educated parent performed better than students whose parents were educated to the secondary level or below" (p. 4) and (b) "having parents of high occupational status is associated with higher student mathematics literacy performance on average in all 20 countries included in the study" (p. 4).

Unless the bonds of poverty are broken before formal schooling ever commences, children of poverty will struggle with, and often be unsuccessful in, the educational process.

Thus, statewide, national, and international research studies have continued to indicate that factors outside the control of schools are associated with some of the most significant differences in how children achieve while in educational institutions. It is not surprising, therefore, that researchers probing for the impact of school-based variables on learning have produced mixed results. For studies that have not found significant relationships between school size and student achievement, at least part of the reason may rest with the fact that nonschool variables are so pervasive and intense that they overwhelm the smaller effects of school-related variables such as school size. Similarly, in those studies that have found significant relationships between the size of schools and student academic success, if the impact of nonschool variables like the poverty level of children served or educational level of parents have not been carefully controlled, the results may be deceptive. What appears to be a relationship between school size and student achievement may in fact be a situation where the effects of poverty have been "masked."

Lessons for Educational Decision Makers

The lesson here is that existing research can inform decision making regarding school size, but the factors affecting the learning process are so broad and complex that the relatively simple design of most studies cannot provide the final answer. Of particular importance is to realize that schooling does not operate in a vacuum defined by bricks and mortar. External factors do affect student performance, and must be considered in analyzing the potential impact of larger or smaller schools. Further, policy makers seeking to improve student achievement must look beyond the formal place called school. Instead of using limited resources to make schools smaller, the wise decision may be one that channels resources into appropriate pre-school experiences, and/or even prenatal care initiatives. Evidence indicates that, unless the bonds of poverty are broken before formal schooling ever commences, children of poverty will struggle with, and often be unsuccessful in, the educational process.

Educationally Related Factors Other Than School Size Are More Central to Differences in Student Success

Few practitioners or researchers will argue that school size is the most important variable in what makes one school more successful than another. In fact, studies have indicated that factors related more directly to the classroom have some of the strongest relationships with level of student success. Clark (2002), after a study involving four distinct samples, concluded that:

The achievement gap between students from different races and social classes largely may be most directly associated with variations in the time-use habits of students...and with the involvement of parents, teachers, and adult mentors in students' activities. (p. 12)

In a separate work, Linda Darling-Hammond (2003), after years of studying what makes some schools more productive than others, concludes that teacher expertise is the primary determinant of student academic success. She states:

teachers with a combination of attributes—knowing how to instruct, motivate, manage and assess diverse students, strong verbal ability, sound subject matter, and knowledge of effective methods for teaching that subject matter—hold the greatest promise for producing student learning. (p. 11)

In effect, the literature on student achievement regularly has supported the idea that the classroom and the teacher within, more so than the school as a whole, are the

Four School Building Project
Questions and Answers

1. Does the cost of renovating to new the three elementary schools include operating costs?
The Project Costs and Cost to Mansfield indicated in the Family of Options matrix do not include operating costs. However, the anticipated operating costs are included in the Average Yearly Cost/Household under the column titled Financial Impact.
2. Has the committee considered implications of a larger school?
Yes, a group consisting of Mansfield Public Schools' teaching & administrative staff and parents visited 4 elementary schools of similar size.
3. What are the projected class sizes?
The Mansfield Board of Education established class size guidelines in 1999. These guidelines will continue to be followed regardless of the selected option and are as follows:

K-3	14-18
4-5	16-20
6-8	21-23
4. How will the location impact traffic?
The subject project will have some impact on vehicular and pedestrian traffic along Warrentville Road (Route 89) and along local and state roads leading to Warrentville Road. In association with required applications to the Connecticut Department of Transportation and Mansfield Planning and Zoning Commission, existing and anticipated traffic volumes will have to be specifically studied and all anticipated impacts would have to be appropriately addressed to meet applicable approval criteria. Both vehicular and pedestrian traffic will need to be considered. Based on a preliminary analysis, all anticipated traffic impacts would be able to be addressed.

Traffic associated with a consolidated elementary school is expected to be similar to cumulative traffic now associated with the three existing elementary schools and to the traffic associated with the Middle School, which has approximately the number of students that are planned for the consolidated school. Based on a preliminary review by Mansfield's Traffic Authority, Warrentville Road and affected intersections with nearby state and local roads are expected to have capacity to accommodate a consolidated school at this site. The primary traffic issue is anticipated to be the management of on-site traffic associated with school busses and parent pickups. Onsite traffic management will need to be specifically addressed in any site design submitted for PZC approval.
5. Will the cost of busing increase?
There should be no increase in cost due to the change in location from 3 to either two schools (Option C) or one school (Option D).
6. Will it impact students' time on the bus?
We will continue to follow State of Connecticut law which limits the amount of time a child is on a bus to one hour. Buses will be scheduled to leave the Mansfield Middle School at approximately 8:00am and arrive at the elementary location(s) at 8:45am.
7. What will happen to the SE athletic fields?
The athletic fields will remain as is.

8. Will acoustics in the gym be considered?
Yes. Options to maximize space and acoustics will be reviewed with the teaching staff.
9. How is the feel at the larger elementary schools the committee visited?
The schools we visited had a warm open feeling.
10. For the 3 new schools option (Option B), what does the cafeteria do compared to state reimbursement options?
All of the schools exceed the maximum square footage allowed for reimbursement based on projected student enrollment so the cafeteria will increase the total building's square footage and will not be eligible for reimbursement.
11. If the 3 new schools option (Option B) was chosen, does Southeast need the extra classrooms and what is the cost of those if changed back to old district lines before the last re-districting?
If Option B were chosen, each of the three schools would have comparable capacity which would be permanent in nature rather than relocatables, using our current district boundaries. This is not to say that district lines could not be redrawn at some point in the future.
12. Why not decouple the Middle School from the options?
The four schools were reviewed together so that the town could plan for needed additions and/or renovations as a complete group.
13. What are the predictions for energy savings?
A new school will be LEED certified, which should save approximately \$200,000 per year.
14. How will one school solution effect the ratio of special education staff vs. special needs students?
The Mansfield Public Schools will continue to support special needs students in accordance with their IEP.
15. Has there been a cost comparison?
Yes, details are on the School Building Committee website at www.mansfieldct.org.
16. How would the neighborhood school feeling be attained?
The school administration would work with staff and parents to create a warm, friendly environment.
17. What happens if referendum fails?
The Mansfield Town Council in collaboration with the Mansfield Board of Education would analyze the referendum results and develop a plan of action.
18. Over how long a period of time is the financing package?
Twenty years
19. What are the enrollment projections for the one school option?
An enrollment projection study is posted on the School Building Committee website.
20. How do larger schools handle moving children up, ie. friends with friends?

In a similar way our schools do now. Administrators review class placement with teachers and make decision based on feedback.

21. If there is one new school, would it be air conditioned?

Yes, the current plan for option D included air conditioning.

22. How many classrooms at per grade level are there now?

Currently we have K-7, Gr. 1-7, Gr. 2-8, Gr. 3-8, and Gr. 4-8.

23. Why is the cost difference so large between Options C & D?

The cost difference is large because in Option C the renovations and additions total approximately 114,000 square feet between the two schools as compared to constructing a new 100,000 square foot school (Option D). Also, the anticipated state reimbursement is much less for Option C because the proposed square footage exceeds the State maximum eligible for reimbursement by 35% - 40% as compared to approximately 10% for Option D. Thus the reimbursement "penalty" for Option C is estimated at \$14.3 million versus \$2.5 million for Option D.

This is why the net cost for Opt. D (\$37mil) is approximately 43% of Opt. C (\$16mil). This amounts to an annual difference of approx. \$2.2mil in debt service payments. That combined with a reduction in maintenance costs of approx. \$405,000 and a small reduction in school staffing costs of \$70,000 means a difference of \$2,680,000 annually or the equivalent of 2.89 mills.

24. If the State approves the plan, will we get the money they have committed?

Project and funding approval process is as follows:

School District submits the project to the Governor and General Assembly for consideration during the subsequent regularly scheduled session by June 30, 2011

State Dept of Education will notify the School District of the assigned Priority Category by Oct. 1, 2011.

State Dept of Education submits the Priority List to the Governor and Education Committee by Dec. 15, 2011.

Education Committee submits approved or modified Priority List to Governor and General Assembly by Feb. 1, 2012 of the following year with a request for authorization to enter into grant commitments.

Grant commitments become effective only after such projects have been approved by the General Assembly and the bill has been signed by the Governor.

25. Has there been any consideration of the effect on the community well on Pinewoods Lane?

The Pinewoods Lane community well was considered in association with a septic suitability analysis conducted in 2009 by Anchor Engineering Services, Inc. This preliminary analysis concluded that ground water flows were not toward the community well. Accordingly, the Pinewoods Lane well is not expected to be impacted by a septic system for the new school. The State Department of Environmental Protection Agency permit process for the new septic system is very detailed and this potential impact issue will be studied further.

The new school will need to have an additional well and all Connecticut Department of Public Health permit requirements will have to be addressed. The site is within a designated stratified drift aquifer area and preliminary analysis indicated that the needed volume of potable water could be obtained without affecting the yield of the Pinewoods Lane community well.

26. If one school is built, would the Board consider adding preschool classes and a family resource center in the current Southeast Building?
If one school is built, any plans for the future use of the current Southeast building would be determined after study by the Town Council.
27. How will one school continue to offer the after school programs that are offered at the three elementary schools?
Programs on a variety of topics would continue to be offered by both certified and non-certified staff, as well as outside presenters to all students at a particular grade level(s) as determined by available funding.
28. What if there was an unexpected population boom?
We will continue to monitor birth rates in town, obtain enrollment projection studies, and plan for an increase/decrease in enrollment.
29. Was adding a library media center, cafeteria and gym to Option A considered?
Because the square footage of our elementary schools is already over the State reimbursement maximum, adding to each school would be non-reimbursable.
30. Did the committee do a cost comparison to building 3 brand new schools?
To get State reimbursement, the three new schools would have to be smaller than the existing schools which would not be recommended and the cost to Mansfield would be considerably higher than a single school (Option D).
31. Has the committee considered impact on Southeast students while new school is being built?
The contractors would do everything possible to have as little impact as possible but in all of the options there will be some impact.
32. Have you considered parent pick-up at a larger school?
We have discussed with larger schools how parent/student drop-off and pick-up are handled and would incorporate it into the planning.

Families of Options



PROJECT SCOPE: MIDDLE SCHOOL	PROJECT SCOPE: ELEMENTARY SCHOOLS	REVISED 01/15/2010		
		Project Cost	Cost to Mansfield	Financial Impact
Repair and maintain: Roof and window replacements, solar panels, fire alarm systems, ADA and technology upgrades. New ADA compliant elevator.	Repair and maintain all schools. Roof and window replacements, solar panels, fire alarm systems, ADA and technology upgrades. New heating and ventilating systems, new gym floors and gym folding partitions.	ES 22,996,069 MS 7,384,405 TOTAL 30,380,474	22M 22,170,571	Mill Rate +0.77 AVG. YRLY. COST INCREASE/ HOUSEHOLD \$129
Additions, window replacement, roof replacement, solar panels, selective heavy renovations.	Three elementary schools. Media center and computer room additions, completely renovate, window replacement, roof replacement, solar panels, addition at Southeast to replace modulares.	ES 64,041,861 MS 12,609,801 TOTAL 76,651,662	41M 41,429,298	Mill Rate +4.24 AVG. YRLY. COST INCREASE/ HOUSEHOLD \$712
Additions, window replacement, roof replacement, solar panels, selective heavy renovations.	Two elementary schools. Additions, roof replacement, completely renovate two elementary schools, close one elementary school.	ES 55,547,704 MS 12,609,801 TOTAL 68,157,505	37M 36,545,739	Mill Rate +3.15 AVG. YRLY. COST INCREASE/ HOUSEHOLD \$530
Additions, window replacement, roof replacement, solar panels, selective heavy renovations.	One new elementary school. Close existing elementary schools.	ES 34,043,970 MS 11,941,083 TOTAL 45,985,053	16M 15,962,244	Mill Rate +0.42 AVG. YRLY. COST INCREASE/ HOUSEHOLD \$71

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Mansfield School Building Committee
 Estimated Cost Comparisons Recap
 March 11, 2010

	Annual Budget				
	2009/10	Option A	Option B	Option C	Option D
Total Project Construction Cost	\$	30,380,000	\$ 76,652,000	\$ 68,157,000	\$ 45,985,000
Total Estimated Net Construction Cost	\$	22,000,000	\$ 41,000,000	\$ 37,000,000	\$ 16,000,000
Estimated Reimbursement Rate		27.6%	46.5%	45.7%	65.2%
Estimated Annual Costs:					
Capital Improvements/20 yrs		1,100,000			
Debt Service Payment/20 yrs			4,311,250	3,891,250	1,680,000
Salaries & Benefits - All schools	15,849,654	15,654,654	15,654,654	15,100,654	15,030,654
Maintenance Costs (Incl Salaries) *	1,882,106	1,689,106	1,689,106	1,661,606	1,410,646
Net Annual Cost	17,731,760	18,443,760	21,655,010	20,653,510	18,121,300
Percentage Increase		4.0%	22.1%	16.5%	2.2%
Taxable Grand List	926,094,925	926,094,925	926,094,925	926,094,925	926,094,925
Mill Rate Equivalent	19.15	19.92	23.38	22.30	19.57
Mill Rate Increase/(Decrease)		0.77	4.24	3.15	0.42
Average Cost per Household	3,217	3,346	3,928	3,747	3,287
(Median assessed value of \$168,000)					
Average Cost per Household Increase/Decrease		129	712	530	71

* Option D assumes building a fully LEED certified building w/specific modifications for cleaning & maintenance efficiency.

Note: Debt Service Payments reflect the estimated first full year of principal and interest payments. Debt service payments will decline as annual principal payments are made.

PAGE
BREAK

CCM Municipal Action Day

March 23, 2010

Item #13

9:30 a.m.

State Capitol in Hartford

Let Your Voice Be Heard!

AGENDA

9:30 a.m.

Continental Breakfast Reception

"CT Hall of Fame",
Legislative Office Building, 2nd Floor Alcove

10:00 a.m. – 12 Noon

Municipal Action Day Forum

Meet with Legislative Leaders and Gubernatorial Candidates
Room 2E, Legislative Office Building

12 Noon

Lobby your Legislative Delegation

CCM-Members

- Invite other local officials, active members of your community and people affected by potential budget cuts to join you to discuss the issues!
- Make appointments to meet with your legislative delegations following the Forum.

Please register by March 19, 2010

4 Ways to Register:

Online: www.ccm-ct.org/advocacy/2009-2010/032310.html

E-mail: bryan@ccm-ct.org

Phone: Barbara Ryan @ 203-498-3015

Mail: CCM Municipal Action Day, 900 Chapel Street, 9th Floor, New Haven, CT 06510



Do The Math
www.DoTheMathCT.org
Connecticut Conference of Municipalities

in state
aid to your
Hometown = your property
in Taxes

PAGE
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CONNECTICUT
CLEAN ENERGY FUND

Item #14

March 11, 2010

Matthew Hart, Town Manager
Town of Mansfield
4 Eagleville Road
Mansfield, CT 06268

Re: Clean Energy Communities Program

Dear Clean Energy Leader:

Thanks to your leadership and vision, nearly 100 cities and towns throughout Connecticut have made a commitment to support clean and efficient energy by participating in the Connecticut Clean Energy Fund's (CCEF) *Clean Energy Communities* program. Together, we have helped to raise awareness of the many economic, environmental and national security benefits of clean, renewable energy such as wind, solar and hydro. Although we have made significant progress, much work remains to create a robust market for clean energy.

We are writing to provide you with an update on your town's progress in the program; identify next steps; and offer resources to assist you in this process. It is our goal to reward every participating city and town with a free clean energy system. So far, 42 communities have earned a collective total of 260 kilowatts of solar electric systems. When your town reaches a threshold in our program, we will notify the Clean Energy Task Force contact via email. If there is an email you wish for us to contact you at, please provide that to us also. In order to make it easier for towns to earn their reward, we have modified the program by:

- lowering the minimum installation size to 2 kilowatts,
- awarding points for 50% signups, local clean energy systems (including new solar thermal and geothermal systems) and commercial clean energy purchases and
- providing grants to augment a system at reduced costs.

You should discuss the contents of this letter with your Clean Energy Task Force (or comparable body) and ask them to take the appropriate next step to satisfy any outstanding program requirements. If there has been a change in your Clean Energy Task Force leader, please notify us of the change and provide their contact information. As soon as you meet all of the requirements (including the 2 kW minimum system size and municipal purchase reporting requirement), we can proceed to schedule a solar workshop and evaluation of potential sites for your town.

Program Requirement	Status	Next Step
20% by 2010 Commitment	Yes	-
Municipal Clean Energy Purchase	Yes	Sign up for webinar on "How to Make a Municipal Clean Energy Purchase"
EPA Community Energy Challenge	No	Send commitment letter to EPA
Total Points (as of 12/31/09)	471	Sign up for a webinar on "How to Get More Clean Energy Points"
Total Earned PV Systems	6kW	-
Total Installed PV Systems	3kW	Bank earned credit or install. Earn More Clean Energy Points for Mansfield or Regional School District 19!

If your town has not already done so, you should take advantage of our *Community Innovation Grants* program www.ctcleanenergy.com/grants which provides micro-grants for local community awareness projects. Similarly, our *Learning for Clean Energy Innovation* program www.ctcleanenergy.com/lcei offers professional development training for science teachers, advanced curriculum and classroom toolkits on solar and wind energy.

In addition to those complementary programs, we are committed to providing your town with additional resources including workshops, webinars, municipal guides, helpful links to other sustainability websites and a blog for exchanging news and ideas related to the *Communities* program. Furthermore, the CCEF plays an active role in the Governor's Steering Committee on Climate Change, which is offering education and tools to help municipalities reduce greenhouse gas emissions. (See www.ctclimatechange.com.)

It is our intention to seek Board reauthorization of funding in order to continue the *Clean Energy Communities* program beyond 2010. We encourage you to voice your support for this program by attending one of the public hearings on the CCEF's Comprehensive Plan (to be scheduled in the near future) or submitting written comments. We also urge you to communicate with your state legislators on how the CCEF's programs have helped your efforts to become a model sustainable community.

If you have any questions relating to any of the subjects addressed in this letter, please contact us at communities@ctcleanenergy.com. Thank you very much for helping to make the *Clean Energy Communities* program such an outstanding success – your commitment, enthusiasm and hard work gives proof to our belief that we all have the power to make a difference.

Very truly yours,



Bob Wall, Director, Energy Market Initiatives

Please be sure to check ctcleanenergy.com/communities for updates on your town's progress!

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Editor:

Although I am inclined to agree with much of what Cynara Stites stated in her recent letter regarding political signs, I must take issue with her statements indicating that it has been a "longstanding custom" for posting these signs on public property.

About four years ago during a statewide primary, political signs were displayed outside of the polling place (town hall). When questioned about the appropriateness of these sign placements, the response was "they" were not enforcing the political sign rules at that time.

Since then, the rules have been unclear and

Letters to the Editor

not been enforced. (The "non-enforcement" came as a result of the Civil Liberties' actions, as stated in Stites' letter.)

Having been a resident of Mansfield for more than 40 years and involved in political campaigns for at least 30 of those years, political signs were never allowed to be posted outside of polling places, unless they were being held by an individual.

As a matter of fact, it used to be thought to be critical to befriend the neighbors surrounding Southeast School and Eagleville firehouse in order to be able to place signs on adjacent private property.

My point is that there has been no "long-standing custom" nor has it been "customary" for political signs to be put on display on public property surrounding a polling place.

I, for one, hope it never becomes a custom. Political signs, whether those supporting a candidate or a particular position on a question, belong only on private property, with the consent of the property owner.

This is what the Civil Liberties Union is saying.

Carol Pellegrine
Storrs

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Reval impacts Mansfield grand list

By **CAITLIN M. DINEEN**
Chronicle Staff Writer **3/8**

MANSFIELD — Despite an increase of more than 4.5 percent in the town's grand list, town officials said the town suffered many business losses in 2009, attributing the hike to a revaluation instead of business growth.

"It was a really tough year personal property-wise," said Kate Crowther, assistant to the tax assessor this morning.

As of Oct. 1, 2009, the town's grand list of taxable property totaled \$969,090,991, almost \$43 million more

in value than the 2008 grand list total of \$926,094,925.

Mansfield's grand list figures from 2009 reflect a revaluation conducted in town. Towns are required to do a revaluation — a reassessment of taxable property in town — every five years.

The revenue impact of the revalued grand list is not known because the mill rate needs to be adjusted to reflect new values.

Mill rates usually go down after a revaluation, with the tax impact dependant on whether individual properties show an increase or decrease in value.

Mansfield Finance Director Cherie Trahan said any added revenue is good for the town. "It all depends on how the budget comes in," she said this morning.

She said town officials always consider what is happening with state funding and how it will impact resident taxes.

Trahan said the increase in the town's grand list was "partially due of the revaluation and partially due to the new construction."

She said "minor" construction did take place in town last year.

(Revaluation, Page 4)

Revaluation impacts Mansfield grand list

(Continued from Page 1)

A town's grand list is all of the town's taxable property, including personal property, motor vehicles and real estate.

In 2008, a total 17,301 accounts were assessed, including motor vehicles, personal property and real estate. There were 17,216 accounts assessed in 2009.

In 2008, 11,439 motor vehicles were assessed while in 2009 there were 11,354 assessed.

There was a 1.96-percent increase in the value of motor vehicles in town. In 2008, motor vehicles were assessed at \$66,977,787 and in 2009 they were assessed at \$68,292,605.

There was an assessed increase of \$1,314,818 in 2009.

Personal property was assessed at \$33,680,338 in 2008 and \$33,080,376 in 2009.

According to Crowther, the 1.78-percent decrease — \$599,962 — occurred because several Mansfield businesses closed last year.

Mansfield staples such as Kathy John's and Zenny's restaurant — two eateries located at the "Four Corners" intersection of routes 195 and 44 — closed their doors.

Both Kathy John's and Zenny's unexpectedly closed their doors last year. Kathy John's closed in February and Zenny's was fore-closed upon.

In 2009, a total 741 personal

property accounts were assessed versus the 742 accounts assessed in 2008, according to Mansfield officials.

Of the three types of property assessed in town, real estate reflected the biggest increase — a 5.12-percent jump — with an assessed value of \$867,718,010.

In 2008, real estate was assessed as \$825,436,800. In 2009, there was an increase of \$42,281,210.

There were 5,120 real estate accounts assessed in 2008 and 5,121 accounts assessed in 2009.

Mansfield's top 10 taxpayers and the accompanying values are:

- Connecticut Light & Power, public utility, \$11,611,354.
- Mansfield-Eastbrook Development Corp. LLC, East Brook Mall, \$9,242,310.
- ING US Student No. 8 LLC, apartment, \$8,583,400.
- Celeron Square Associates, apartments, \$7,360,360.
- Colonial BT LLC, apartments, \$6,342,280.
- New Samaritan Corp., nursing home, \$5,362,770.
- Glen Ridge Cooperative Inc., housing co-op, \$5,306,770
- Carriage Polo Run LLC, apartments, \$4,895,240.
- Hayes-Kaufman Mansfield Associates, shopping plaza, \$4,825,660.
- ING US Students No. 1 LLC, apartments, \$4,606,910.

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the Chronicle, Willimantic, Conn., Wednesday, March 10, 2010 3

Council OKs bikeway, road paving projects

By CAITLIN M. DINEEN
Chronicle Staff Writer

MANSFIELD — Town councilors earlier this week gave approval for the town manager to execute construction agreements on two separate projects in town.

The Birch Road Bikeway project — which first received \$300,000 in American Reinvestment and Recovery Act funding in March 2009 — and the overlay paving of Mansfield City Road will be complete this construction season.

The paving project has \$250,000 in ARRA funding available, but may cost less than that, said Town Manager Matthew Hart.

He said the town received the overlay paving funding last summer.

According to Hart, the councilors' action Monday allows him to initiate the construction

process for these two projects.

"They authorize me to sign contracts and proceed to the construction phase," he said.

Councilors previously approved both projects. Neither requires a local funding match.

Hart said neither project has gone out to bid and no work has started. He said he hopes to get approval from the state Department of Transportation to go out to bid this week.

According to Hart, the bikeway project, which is part of a system of bikeways in town, will be completed by contractual labor.

Previously, bikeway work in town was completed by the town's public work employees.

The project includes funding for the creation of 2,300 feet of bikeway and the installation of fencing, landscaping, signage and pavement markings, according to the agreement between the state and Mansfield officials.

Hart said once this "final segment" of bikeway is complete, it will complete the alternative transportation system created on one side of the University of Connecticut campus.

He said the overlay project will smooth and repair a section of Mansfield City Road that officials identified as in need of improvement. "Road surfaces have a finite life," he said. "They need to be resurfaced periodically."

Specifically, Mansfield City Road from the Willimantic town line to Meadowbrook Lane, approximately 1,785 feet, will be resurfaced, according to the agreement between the state and Mansfield officials.

Hart said Mansfield City Road has a "decent amount of traffic" and is in need of repair.

He said resurfacing would be done first and then the bikeway would be completed. There is no set timeline for construction, he said.

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