

NOTE: The Council will hold a ceremonial presentation to present a proclamation in honor of National Parks and Recreation Month at 7:15pm in advance of the regular meeting.



**TOWN OF MANSFIELD
TOWN COUNCIL MEETING
MONDAY, July 11, 2011
COUNCIL CHAMBERS
AUDREY P. BECK MUNICIPAL BUILDING
7:30 p.m.**

AGENDA

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EXECUTIVE SESSION

ADJOURNMENT

REGULAR MEETING – MANSFIELD TOWN COUNCIL
June 27, 2011

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

II. APPROVAL OF MINUTES

Mr. Schaefer moved and Mr. Paulhus seconded to approve the minutes of the June 13, 2011 meeting as corrected. Motion passed with all in favor except Ms. Paterson who abstained.

III. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

Anthony and Katherine Kotula, 135 Maple Road distributed updated photographs of the .15 acre parcel of land on Maple Road he would like to purchase from the Town for agriculture purposes. (Materials attached)

Charles A. Boster, Glen Ridge voiced his concern on the specifics regarding the Nuisance Ordinance for noise control. He believes the ordinance is deficient in how decibels are measured and would like the Council to consider guidelines outlined in an Ordinance from the Town of Newton. (See attached)

Ric Hossick, Middle Turnpike questioned whether it was standard operating procedure for Windham ambulances to use the Town's garage for fueling of its vehicles. He also asked for a response to a previous request regarding commendations for emergency personnel.

IV. REPORT OF TOWN MANAGER

In addition to his submitted report the Town Manager referenced the following:
Property at 76 Fern Road was not made in compliance, a contractor was hired to secure the site and a lien was applied to the property.

Mr. Hart expressed his gratitude to Denise Keane and Ethel Mantzaris for his visit to several human services sites and for the important work they are doing within the community.

Mr. Hart attended a climate change seminar held at Manchester Community College on June 20th. The emphasis was on how municipal internships for cities and towns can help implement sustainability programs.

In response to a previous question regarding fueling at the garage, Mr. Hart explained that the Town has an agreement with Windham Hospital under the Regional Paramedic Program that allows the purchase of fuel for their vehicles at the Town garage.

In reply to recognizing other emergency personnel responders it was Mr. Hart's understanding that the matter would be handled on a departmental level, he will inquire further.

V. REPORTS AND COMMENTS OF COUNCIL MEMBERS

Ms. Paterson commended Mike Savino from The Chronicle on his fair and balanced reporting of town meetings and wished him luck in future endeavors.

June 27, 2011

VI. OLD BUSINESS

1. Community Water and Wastewater Issues

Mr. Hart reported that the DPH has rejected Phase 1 of the revised application for the new wells #6, 7 & 8 due to the location of the proposed wells and the higher likelihood of intercepting the plume of contaminated groundwater from the UConn landfill. The state has previously approved wells #1, 2, 3 & 4 which remain available to the developer.

Mr. Hart presented an update on the UConn Water and Wastewater Advisory Committee meeting held on June 16th. Projects discussed included: the University's submission of a new water supply plan to the DPH; relocating the existing Fenton well A; authorization of the use of Fenton well B during periods of draught; the Town and University have jointly commissioned an environmental impact evaluation under the CEPA process; a Scoping meeting is scheduled for June 28th at the Student Union; the Willimantic Well Field Water Treatment Facility is expected to be completed next month; the University has a pipe replacement project underway for the Willimantic Well Field; and the Reclaimed Water Project has broken ground.

2. An Ordinance to Prevent Neighborhood Nuisances

Ms. Keane moved and Mr. Shapiro seconded, effective June 27, 2011, to schedule a public hearing for 7:30 p.m. at the Town Council's regular meeting on July 11, 2011, to solicit public comment regarding the proposed Ordinance to Prevent Neighborhood Nuisances.

Motion passed unanimously.

VII. NEW BUSINESS

3. Proposed Proclamation Designating the Month of July as National Park and Recreation Month in the Town of Mansfield

Ms. Moran moved and Mr. Schaefer seconded, effective June 27, 2011, to authorize the Mayor to issue the attached proclamation designating the Month of July as National Park and Recreation Month.

Motion passed unanimously

4. Revised Charge to Mansfield Parks Advisory Committee

Mr. Shapiro moved and Ms. Keane seconded, effective June 27, 2011, to approve the proposed revisions to the charge of the Mansfield Parks Advisory Committee, as endorsed by the Committee on Committees.

Motion passed unanimously.

5. Transfer of Uncollected Taxes to Property Tax Suspense Book

Ms. Moran moved and Mr. Schaefer seconded, effective June 27, 2011, to transfer \$96,981.90 in uncollected property taxes to the Mansfield Property Suspense Book, as recommended by the Collector of Revenue.

Motion passed unanimously.

6. Purchase of Town-Owned Property on Maple Road

Mr. Schaefer moved and Ms. Keane seconded, effective June 27, 2011, to schedule a public hearing for 7:30 p.m. at the Town Council's regular meeting on July 25, 2011, to solicit public comment regarding the proposed sale of town-owned property on Maple Road.

Motion passed unanimously.

VIII. DEPARTMENTAL AND COMMITTEE REPORTS

Mr. Shapiro moved to reappoint Isabelle Atwood, Barry Burnham, Rudy Favretti and Winston Hawkins to the Cemetery Committee.

Motion passed unanimously.

Mr. Shapiro moved to appoint Meredith Poehlitz to the Agriculture Committee.
Motion passed unanimously.

A discussion was held regarding the appointments of Ellen Tulman, Janice Boltseridge and Yujin Kim to the Mansfield Advocates for Children Committee. A concern was that two of the nominees are not currently Mansfield residents. It was suggested that the Committee on Committees review the bylaws of the charge for the Mansfield Advocates for Children and return to the Council for the proposed appointments.

Mr. Shapiro moved to appoint William Lennon to the 4 Corners Water/Sewer Advisory Committee.
Motion passed unanimously.

Mr. Shapiro moved to appoint James Raynor and John DeWolf to the Board of Ethics Committee.
Motion passed unanimously.

IX. REPORTS OF COUNCIL COMMITTEES

Ms. Keane requested information on the location of the electric car charging station. Mr. Hart reported that the station will be located in the parking lot of the Town Hall campus and that a report will be provided.

Ms. Moran reported that a draft of the Ethics Ordinance will be available to the Council at the next Council meeting.

Ms. Moran reviewed the timeline for the Town Manager's Performance Review Process.

Ms. Moran also reported that the Personnel Committee is reviewing the Human Resources Administration Ordinance.

X. PETITIONS, REQUEST AND COMMUNICATIONS

7. C. Vincente re: USTA Grant
8. Housing Authority of the Town of Mansfield re: "Gate Policy" at Wright's Village
9. Small Town Economic Assistance Grant (STEAP) Applications
10. CCM Adopted State Budget FY 2012- FY2013: Impacts on Towns and Cities
11. CCM Legislative Update of Key Bills
12. CCM Mandates Report
13. Community Energy re: Renewable Energy Certificate

Mr. Hart thanked Curt Vincente and Bette Stearns for their good work in acquiring a grant from the United States Tennis Association.

Ms. Keane had questions regarding the new task force study for the distribution of state funds to municipalities. Mr. Hart will provide a list of the members to the task force.

Ms. Lindsey questioned the overtime costs associated with the Resident State Trooper Program. Ms. Trahan, Director of Finance will verify that 100% of overtime costs were calculated into the adopted budget.

XI. FUTURE AGENDAS

No additions were offered.

XII. ADJOURNMENT

Mr. Schaefer moved and Mr. Shapiro seconded to adjourn the meeting at 8:40 p.m.
Motion passed unanimously.

Elizabeth Paterson, Mayor

Christine Hawthorne, Assistant Town Clerk

June 27, 2011

LEGAL NOTICE
TOWN OF MANSFIELD
PUBLIC HEARING July 11, 2011
“An Ordinance to Prevent Neighborhood Nuisances”

The Mansfield Town Council will hold a public hearing at 7:30 PM at their regular meeting on July 11, 2011 to solicit public comments regarding a proposed ordinance titled “An Ordinance to Prevent Neighborhood Nuisances.”

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, Connecticut. The proposed ordinance is also available on the Town’s website (mansfieldct.org)

Dated at Mansfield Connecticut this 28th day of June, 2011

Christine Hawthorne, Assistant 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; Sergeant James Kodzis, Resident Trooper Supervisor; Michael Ninteau, Director of Building and Housing Inspection; Dennis O'Brien, Town Attorney; Linda Painter, Director of Planning and Development
Date: July 11, 2011
Re: An Ordinance to Prevent Neighborhood Nuisances

Subject Matter/Background

At Monday's meeting, the Town Council will conduct a public hearing regarding the proposed Ordinance to Prevent Neighborhood Nuisances. As you may recall, the Town Council referred this proposed ordinance to its Ordinance Development and Review Subcommittee. The subcommittee reviewed the ordinance and suggested some minor revisions which were accepted by the Council. The Council made one minor revision at their June 27, 2011 meeting.

Also at the June 27, 2011 Council meeting, Mr. Charles Boster submitted to the Council a copy of Newtown, Connecticut's noise control ordinance for review. Mr. Boster was concerned that Mansfield's proposed ordinance was deficient in how decibels were measured. Staff was asked to compare Newtown's ordinance to Mansfield's proposed ordinance and comment. Mr. Michael Ninteau, Director of Building and Housing Inspection, has reviewed Newtown's ordinance as requested and his comments are attached.

To review the background of this measure, we have developed the ordinance as a tool to address nuisance behavior in the community. As you know, we have a history of nuisance activity in certain parts of town, including neighborhoods with student housing. This behavior has had a negative effect upon occupants of nearby structures, impacting the quality of life of the neighborhoods. This condition is largely due to local demographic circumstances present in few if any other towns statewide. The requirements set forth in this ordinance are designed to promote neighborhood peace and compatibility, and the general health, safety and welfare of the people of Mansfield.

Financial Impact

This ordinance would generate funds based on the issuance of citations and collection of the associated penalty fee. The cost of implementation should be minor requiring a minimal amount of staff time to document enforcement activity related to the ordinance.

Staff projects that any citations issued would cover the cost of administering the ordinance.

Legal Review

The Town Attorney, Attorney General's Office and the Connecticut State Police have reviewed this proposal and concluded that it is legally sound and may be enacted by the Council and implemented by Town staff.

Recommendation

We have placed this item on the agenda in case the Council wishes to debrief the public hearing or to take action regarding the ordinance. Under Rule 6 of the Council's rules of procedure, "The Town Council may discuss a proposed ordinance but may not amend, adopt or reject it on the day the first public hearing is convened...This provision may be suspended by a majority vote."

Attachments

- 1) Draft Ordinance to Prevent Neighborhood Nuisances
- 2) M. Nintean re: Public Comment on Proposed Nuisance Ordinance
- 3) Newtown, Connecticut Noise Control Ordinance

**Town of Mansfield
Code of Ordinances**

“An Ordinance to Prevent Neighborhood Nuisances”

June 27, 2011 Draft

Section 1. Title.

This Article shall be known and may be cited as the "Ordinance to Prevent Neighborhood Nuisances.”

Section 2. Legislative Authority.

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

Section 3. Findings and Purposes.

It is found by the Town Council of the Town of Mansfield that a significant number of persons in the town occasionally engage in behavior which constitutes a nuisance. Nuisance behavior includes, but is not limited to, disturbances of the peace, disorderly conduct, underage drinking, obstruction of public streets by crowds or vehicles, crimes against property and excessive noise, separately or sometimes in combination.

Nuisance conduct has a negative effect upon residents and occupants of adjacent homes and structures, impacts the quality of life of neighborhoods, and tends to depress the value of nearby property. This problem is in part due to local circumstances present in few if any other towns statewide. To the extent that tenants are involved in such nuisance behavior, landlords can help to remedy the problem because they control tenant selection, and may determine whether to dispossess a tenant.

The Town of Mansfield has engaged in a sustained concerted effort to address these and similar issues. The Town Council expects that by discouraging nuisance activity and encouraging local landlords to prevent nuisance behavior by their tenants, this Article will combine with other recently enacted ordinances to promote neighborhood peace and compatibility, and protect the general health, safety and welfare of the people of Mansfield.

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.

Landlord: means the owner, lessor or sublessor of a dwelling unit, the building of which it is a part, or the premises.

Nuisance: Any behavior which substantially interferes with the comfort or safety of other residents or occupants of the same or nearby buildings or structures. Conduct of a person or persons on any premises in a manner which is a violation of law, or which creates a disturbance of the quiet enjoyment of private or public property may constitute a nuisance. Such behavior includes disorderly, indecent, tumultuous or riotous conduct. Unlawful conduct includes, but is not limited to, individually or in combination with other misbehavior, excessive pedestrian and vehicular traffic, obstruction of public streets by crowds or vehicles, illegal parking, the service of alcohol to underage persons, underage drinking, fights, creating a public disturbance, breach of the peace, trespassing, disorderly conduct, littering, simple assault, threatening, harassment, illegal burning or use of fireworks, urinating or defecating in public, lewdness, criminal mischief, crimes against property, or excessive noise.

Premises: means a tract of land including buildings thereon, appurtenances, grounds, and any public right of way immediately adjacent to any such tract of land.

Adjacent Premises: Premises contiguous to premises on which there is activity that is a nuisance per this Article, to which said activity has moved or spread.

Tenant: means the lessee, sub lessee or person entitled under a rental agreement, written or not, to occupy a dwelling unit or premises to the exclusion of others or as is otherwise defined by law.

Section 5. Applicability.

This ordinance shall apply to any premises situated within the Town of Mansfield.

Section 6. Enforcement; Violations, Citations and Fines.

A. In addition to the police, the Town Manager shall designate in writing one or more Town officials empowered to take enforcement or other action authorized by this ordinance.

B.1. Each commission of a nuisance activity as defined herein on any premises or adjacent premises shall be a violation of this ordinance, thereby authorizing any designated Town official or police officer to issue a written warning to an offender or to assess a fine of \$250 per violation. In their exercise of discretion under this section any such official or police officer shall be guided by the stated purposes of this Article, among other things.

2. Written notice of any such violation shall be hand delivered or sent via certified mail to the offender. The Any fine shall be payable within thirty calendar days of the date of issuance of the notice. If any such offense was committed on the residential rental premises of a landlord by their tenant or by the guest of any such tenant of the landlord, a copy of such notice of violation and a warning of the provisions of Section 6C of this Ordinance shall be hand delivered or sent by certified mail to the landlord of any offending tenant or their guest.

C. If any police officer or other duly authorized Town official issues any notice of violation of this ordinance by and pertaining to any tenant or any of their guests to any landlord of the same residential rental premises on more than two occasions in any six month period, or more than three times within nine months, or more than four times within one year, as measured from the date of the first instance of nuisance, the Town Manager or his designee per subsection A of this section, in their discretion guided by the stated purposes of this Article and the law of this State and Town of Mansfield, may hold the landlord of any tenant(s) or guest(s) who perpetrated such additional acts of nuisance legally responsible for a fine of \$250 for each such additional instance of nuisance committed by any tenant of the landlord or guest of such tenant. Prompt notice of any such violation by a landlord shall be hand delivered or sent via certified mail to the landlord. The fine shall be payable within thirty days of the date of issuance of said notice.

D. In addition to any other remedy authorized by this ordinance, if any such fine issued pursuant to this ordinance 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 the fine.

E. Nothing in this ordinance shall limit the ability of the authorities to initiate and prosecute any criminal offense or provisions of any other applicable Town ordinance arising from the same circumstances resulting in the application of this ordinance. The police in their discretion, guided by the stated purposes of this Article and the law enforcement provisions and purposes of the law of the State of Connecticut and the Town of Mansfield, may disperse any participants in any activity constituting a nuisance per this Article.

Section 7. Appeals Procedure.

Any person fined pursuant to this chapter is entitled to a hearing procedure and judicial review, if necessary, 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 as required by C.G.S. section 7-152c.

Section 8. 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
OFFICE OF BUILDING AND HOUSING INSPECTION



Michael E. Nintean, CBO MCP, Director
Derek Debus, Housing Code Enforcement Officer
Brad Freeman, Assistant Building Official

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

TEL. 860-429-3324
FAX 860-429-3388

Date: June 29, 2011

To: Matt Hart, Town Manager

From: Mike Nintean, Director of Building and Housing Inspection

Re: Public Comment on Proposed Nuisance Ordinance

I have reviewed the file regarding how the draft "Ordinance to Prevent Neighborhood Nuisances" addresses noise complaints and the suggestion made by Mr. Boster at last Monday's Council meeting.

The current language was selected after discussion by the Quality of Life Committee and staff. It was determined that the current noise ordinance is difficult to enforce because only individuals trained with operating a decibel meter are able to issue citations. Currently the officer is required to take measurements and document the findings prior to issuing a fine.

Pursuant to the proposed ordinance, enforcement would be more practical because the responding officer has discretion to determine if the noise reaches the level of a citable nuisance without mechanical measurement. Also upon consultation with the Resident Trooper's office I was informed that if a citizen signed a written complaint a ticket could be issued without the officer witnessing the noise. If appealed the citizen making the complaint would be required to testify.

Please let me know if you have questions or require more information in regard to this matter.

Town of Newtown, CT

3 Primrose Street, Newtown, CT 06470

Noise Control Ordinance

Noise Control Ordinance

CHAPTER 262

NEWTOWN NOISE CONTROL ORDINANCE

§ 262.1 PURPOSE

Pursuant to the general authority of Conn. Gen. Stat. 7-148, and the specific authority of Conn. Gen. Stat. 22a-73 (c), it is hereby resolved that, to preserve and promote the health, safety and general welfare of the citizens of the Town of Newtown (the "Town"), it is in the common interest to enact reasonable regulations pertaining to the reduction, control and/or prevention of noise so as to promote a general environment free from excessive noise and vibration.

This ordinance is enacted to preserve, protect, and promote the public health, safety, convenience, general welfare, peace, quality of life, and property values for the citizens of Newtown, and to facilitate the enjoyment of the natural resources and tranquility of the Town, through the reduction, control and prevention of excessive noise and vibration.

§ 262.2 DEFINITIONS

When used in this ordinance, and future revisions thereto, the terms below shall have the meanings set forth thereafter. Terms not defined below shall have the meanings set forth in the regulations of the State of Connecticut, Department of Environmental Protection. Regulations of Connecticut State Agencies ("RCSA").

Construction – Any and all physical activity at a site necessary or incidental to the erection, placement, demolition, assembly, altering, blasting, cleaning, repairing, installing or equipping of buildings or other structures, public or private highways, roads, accessways, premises, parks, utility lines or other property, and shall include, but shall not be limited to, land clearing, grading, excavating, filling and paving, and site preparation.

Construction Related and Heavy Machinery – Equipment or heavy machinery that used for construction, demolition, loading and offloading of materials; including but not limited to: excavators, bulldozers, backhoes, pile drivers, pneumatic tools, air compressors, traxcavators or track loaders, wheel loaders, and volume reduction equipment.

Daytime – The hours between 7:00 AM and 7:00 PM on Mondays to Fridays; 8:00 AM and 6:00 PM on Saturdays, State or Federal holidays, and 10:00 AM and 4:00 PM on Sundays.

Decibel – A logarithmic unit of measurement used in determining magnitude of sound. The symbol is dB.

Emergency – Any occurrence or set of circumstances involving actual or imminent physical trauma or property damage which demands immediate action.

Excessive Noise - Any sound or disturbance, the intensity of which exceeds the standards set forth in this Chapter."

Emitter – Any person who creates, causes to be created or allows the Noise.

Impulse Noise - Noise of short duration (generally less than one second) of high intensity, abrupt onset and rapid decay, and often rapidly changing composition.

Motor Vehicle – As defined in Conn. Gen. Stat. 14-1 (30).

Town of Newtown, CT - Noise Control Ordinance

Nighttime – All hours not defined as “Daytime.”

Noise Level – The sound pressure level, in Decibels, as measured with a Sound Level Meter, using the A Weighting network. The level so read is designated dB(A) or dBA.

Non-residential zone – Those areas of the Town designated by the Zoning Regulations of the Town, as they may be from time to time amended, currently: BPO, B-1, B-2, M-1, M-2A, M-3, M-4, M-5, SDD, HCDD, SHDD, PS and FHAR.

Person – Any individual, firm, partnership, association, syndicate, company, trust, corporation, agency or administrative subdivision of the state or other legal entity of any kind.

Premises – Any building, structure, land or portion thereof, including all appurtenances, and yards, lots, courts, inner yards and real properties, without buildings or improvements, owned or controlled by a Person.

Property Line – The real or imaginary line along the ground surface and its vertical extension which separates real property owned or controlled by any person from contiguous real property owned or controlled by another person, and separates real property from the public right-of-way.

Property Maintenance Equipment - All engine or motor powered tools and equipment used occasionally in the repair and upkeep of exterior property and including, but not limited to, lawn mowers, riding tractors, wood chippers, power saws, leaf blowers, and the like.

Receptor – “A property or parcel of land where sound is heard or received from another property or parcel of land emitting the sound or noise.”

Residential Zone – Those areas of the Town designated by the Zoning Regulations of the Town, as they may be from time to time amended, currently: R-1/2, R-1, R-2, R-3, EH-10, CA.

Sound – A transmission of energy through solid, liquid or gaseous media in the form of vibrations which constitute alterations in pressure or position of the particles in the medium and which, in air, evoke physiological sensations, including, but not limited to, auditory response when impinging on the ear.

Sound Level Meter – An instrument to take sound level measurements and which should conform, as a minimum, to the operational specifications of the American National Standards Institute for Sound Level Meters.

§ 262-3 NOISE LEVELS

(a) Noise Levels and Guidelines. It shall be unlawful for any Person to emit or cause to be emitted any Noise beyond the boundaries of his/her/its Premises in excess of the following Noise Levels.

Property Use Emitter	Property Use Receptor			
	Residential	Non-residential		
	Day	Night	Day	Night
Residential Zone Emitter	55 dBA	45 dBA	55 dBA	45 dBA
Non-residential Zone Emitter	55 dBA	45 dBA	52 dBA	45 dBA

Measurements shall be taken at a point on the property line of the emitter closest to the receptor and/or at the property line of any neighboring property (that may or may not be contiguous) with a more restrictive decibel allowance. In cases where the emitter is located on jointly owned property, such as industrial parks and condominiums, the noise measuring equipment (i.e. microphone) shall be placed at a 50 foot distance from the noise source. The microphone shall be placed no closer than five feet from any wall and not less than three feet

above the ground.

(b) *Impulse Noise.* In the case of Impulse Noise, the permitted Noise Levels, regardless of the type of Emitter or Receptor, shall be 100 dB DAYTIME and 80 dB NIGHTTIME.

(c) *Construction Related and Heavy Machinery.* Noise generated by construction related and heavy machinery operation is regulated under this ordinance and enforceable by Town officials in all Residential and Non-residential Zones.

Noise generated by Construction Related and Heavy Machinery may NOT be operated in the following time periods so that the noise from such equipment exceeds 45dBA measured at the receptors; property lines:

1. Monday to Fridays: before 7:00 AM or after 6:00 PM
2. Saturdays: before 9:00 AM or after 5:00 PM;
3. Anytime on Sundays

§ 262-4 EXCLUSIONS

This ordinance shall not apply to noise emitted by or related to:

- (1) The unamplified human voice.
- (2) A bell or chime from any building clock, school or church.
- (3) Sound created by a public emergency sound signal attached to an authorized emergency vehicle in the immediate act of responding to an emergency, as authorized by subsection (d) of Section 14.80 and Section 14.1a of Chapter 246 of the General Statutes and all amendments thereto, or located within or attached to a building, pole or other structure for the purpose of sounding an alarm relating to fire or civil preparedness provided; however, that no person shall cause, suffer, allow or permit the operation of any intrusion alarm which, from time of activation of audible signal, emits noise for a period of time exceeding ten minutes when attached to any vehicle, or thirty minutes when attached to any building or structure. The repetition of activation of the audible signal of an intrusion alarm due to malfunction, lack of proper maintenance, or lack of reasonable care shall not be permitted hereunder.
- (4) Noises created by snow removal equipment at any time shall be exempted provided that such equipment shall be maintained in good repair so as to minimize noise, and noise discharged from exhausts shall be adequately muffled to prevent loud and/or explosive noises therefrom.
- (5) Activities specifically licensed or sanctioned by, or under permit of the Town, including, but not limited to, municipal parades, fireworks, historical reenactments, concerts and sporting events.
- (6) Noise generated by engine-powered or motor-driven lawn care or maintenance equipment shall be exempted between the hours of 7:00 a.m. and 9:00 p.m. provided that noise discharged from exhausts is adequately muffled to prevent loud and/or explosive noises therefrom.
- (7) Construction equipment, while engaged in Premises construction, between 7:00 a.m. and 6:00 p.m., from Monday through Friday, and between 9:00 a.m. and 5:00 p.m. on Saturday for a reasonable duration, as determined by the Town Building Department.
- (8) State or municipally authorized and licensed drilling or blasting between 8:00 a.m. and 5:00 p.m., from Monday through Friday.
- (9) FAA preempted aircraft flights.
- (10) Home and commercial generators during periods of lost power.
- (11) Nighttime public road maintenance and line painting.
- (12) Actions necessitated by an emergency.
- (13) Warning devices required by OSHA or other state or federal safety regulations.
- (14) Farming equipment or farming activity, as defined in §1-1 and qualified as tax exempt under § 12-

91 of the Connecticut General Statutes.²⁷

§ 262-5 STANDARDS - INSTRUMENTS

Acoustic measurements and equipment to ascertain compliance with, or violation of, this ordinance shall be in substantial conformity with the standards and practices established by professional organizations such as the American National Standards Institute. Instruments shall be of standard design, properly calibrated and maintained for the purposes of Noise regulation. Instruments shall conform, at a minimum, to the standards of the American National Standards Institute for Sound Level Meters.

§ 262-6 VARIANCES

A Person may apply to the First Selectman for a variance from one or more of the provisions of this ordinance, provided the applicant provides the First Selectman, or his/her designated assistant, at least ten (10) days prior to the proposed activity, with the following:

- (1) The location of the proposed activity;
- (2) Time period and hours of operation;
- (3) Nature and intensity of anticipated Noise; and
- (4) Such other information which the First Selectman may reasonably deem necessary.

A variance may be granted if the First Selectman reasonably concludes that the noise levels will not endanger public health, and ordinance compliance would result in unreasonable hardship to the applicant. Notwithstanding the foregoing, no variance shall allow noise in violation of the State of Connecticut Department of Environmental Protection Regulations of Connecticut state agencies.

The First Selectman shall issue a decision, in writing, within three (3) business days of the submission of a completed application. Appeals shall be made to a committee of two (2) Selectman appointed by the First Selectman and, thence, to the State Health Department, all as provided by statutes governing health department appeals, generally.

§ 262-7 MOTOR VEHICLES

(a) All Motor Vehicles operated within the limits of the Town shall be subject to the Noise standards and Decibel levels set forth in regulations of Connecticut state agencies. Conn. Gen. Stat. 14-80-1a through 14-80a-1Ga, as the same may be from time to time amended.

(b) No Sound amplifying devices on or within Motor Vehicles shall emit Noise in excess of the Noise Level specified in this ordinance.

§ 262-8 ENFORCEMENT

(a) The Town's Police Department shall be responsible for investigating and documenting, through acoustic measurements, violations of this ordinance. Violators may be served with an ordinance citation, which shall be known as a "Noise Ticket". Payment of the fine prescribed by such Noise Ticket within the time specified thereon shall constitute a plea of nolo contendere and shall save the violator harmless from prosecution for the offense cited. Fines shall be in the amount of \$99.00 for each day that the violation continues until the noise is abated. Nothing in this ordinance shall prevent the Police Department, because of the perceived nature of the offense, from proceeding not under the terms of this ordinance, but under the provisions of Conn. Gen. Stat. §53a-181 and §53a-182, as they may be amended from time to time, which sections relate, generally, to breach of peace, etc.

An appeal process relative to noise tickets is established below. The First Selectman shall appoint a hearing officer who shall serve at his/her discretion to hear appeals from the issuance of noise tickets. A Person shall have thirty (30) days from the date of the Noise Ticket to deliver a written application for a hearing. The Hearing Officer shall hold a hearing within five days of the receipt of the application, and his/her decision shall be final.

(b) In those individual cases where the background noise levels caused by sources not subject to this ordinance exceed the standards contained herein, a source shall be considered to cause excessive noise if the noise emitted by such source exceeds the background noise level by 5 dBA, provided that no source subject to the provisions of § 262-3 shall emit noise in excess of 80 dBA at any time, and provided that this section does not decrease the permissible levels of the other sections of this ordinance.

§ 262-9 SEVERABILITY

Any provision of this ordinance held to be unconstitutional or superseded by state law or regulation shall not serve to invalidate the remaining unaffected provisions hereof. No provision of this ordinance shall serve to validate any activity otherwise prohibited by state or local law or lawfully enacted zoning regulation.

§ 262-10 EFFECTIVE DATE

This ordinance shall be effective 15 days after notice of passage is published in the Newtown Bee.

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PAGE
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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; Virginia Walton, Recycling Coordinator
Date: July 11, 2011
Re: Neighbor to Neighbor Energy Challenge Presentation

Subject Matter/Background

Madeline Priest, Clean Energy Organizer, will give a brief presentation to the Council on the Connecticut Neighbor to Neighbor Energy Challenge program.

The Neighbor to Neighbor Energy Challenge is a community energy savings program. Over the next three years, the program, administered by the Connecticut Clean Energy Fund, will engage residents in 14 towns to help them reduce their energy use by 20 percent.

Attachments

- 1) Program Fact Sheet
- 2) Authorization to Obtain Household Energy Information



Neighbor to Neighbor

ENERGY CHALLENGE

Small Changes. **BIG RESULTS.**

Program Fact Sheet

Homes in Connecticut are leaking dollars right through the cracks. Neighbor to Neighbor is here to help!

The **Connecticut Neighbor to Neighbor Energy Challenge** is a community energy savings program made possible by a \$4.17 million grant from the U.S. Department of Energy, funded as part of the BetterBuildings initiative. BetterBuildings is a DOE program that aims to create a self-sustaining building energy upgrade market. With more than \$500 million in federal funding, BetterBuildings is comprised of 41 state and local government programs that are providing high-quality energy improvements to homes and businesses across the nation.

Over three years, Neighbor to Neighbor will engage residents in 14 towns, helping them reduce their energy use by 20 percent. The program is administered by the Connecticut Clean Energy Fund and draws resources and experience from several partner organizations, including the Clean Water Fund, the Connecticut Energy Efficiency Fund, EarthMarkets, EMpower Devices, MIT, Mobile Genius, SmartPower, Snugg Home and the Student Conservation Association.

Participating towns include:

- Bethany
- Cheshire
- East Haddam
- East Hampton
- Glastonbury
- Lebanon
- Mansfield
- Portland
- Ridgefield
- Weston
- Westport
- Wethersfield
- Wilton
- Windham

The Clean Energy Corps

Meet the Corps! These recent college graduates work with Connecticut residents to reduce energy waste and increase the efficiency of in-home lighting. Corps members have received certifications in residential lighting from the Lighting Research Center at the Rensselaer Polytechnic Institute, which they use on the job while administering the Neighbor to Neighbor Lighting Program. The Corps and their bright blue shirts are a frequent sight at program outreach events in our 14 participating towns.



Program components

Home Energy Solutions (HES): Efficient homes use 30 percent less energy than their less efficient neighbors. With a low-cost HES assessment – valued at approximately \$750, but available for a limited time to most Connecticut residents for just \$75 – homeowners can learn about how their homes are wasting energy and what they can do to save money on their monthly energy bills. HES is a program of the Connecticut Energy Efficiency Fund in partnership with CL&P, UI and the natural gas utilities. Residents who undergo a HES assessment can expect to save an average of \$200 per year due simply to measures taken during the visit.

Neighbor to Neighbor Lighting: Lighting accounts for 10 to 15 percent of electricity consumption in an average home, adding up to between \$200 and \$300 over the course of a year. Switching to energy efficient bulbs can save families at least \$100 per year and will greatly reduce the amount of energy wasted through the use of outdated incandescent light bulbs. Neighbor to Neighbor Lighting provides free lighting consultations and energy efficient light bulb replacements to participating households. Learn more and sign up at www.ctenergychallenge.com/lighting.

Innovative Energy-Tracking Web Platform: When residents in our 14 participating towns join the Neighbor to Neighbor Energy Challenge, they gain access to a state-of-the-art web platform that tracks their households' energy use over time and provides suggestions for reducing their consumption. The best part: it doesn't cost a thing. Sign up today at www.ctenergychallenge.com.

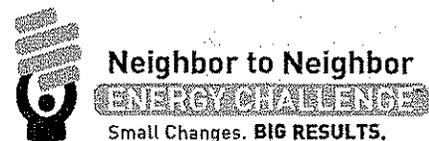
Community Rewards Program: Taking actions in the Neighbor to Neighbor Energy Challenge earns points for your town or a community group of your choice. Points are pooled and can be redeemed for a variety of energy efficient and sustainable products, including solar-powered LED street lights, reusable water bottles, electric vehicle recharging stations and more.

Using More Clean Energy: Want to save even more energy? Sign up for the CTCleanEnergyOptions program, or learn about financing and rebates that can help you install a solar thermal or electric system on your home.

Impact

The Neighbor to Neighbor Energy Challenge is projected to create more than **\$150 million** in lifetime energy cost savings. Those are dollars that go back into local economies across the state!

Want to learn more?
Contact us at (860) 372-4406 or info@ctenergychallenge.com
www.ctenergychallenge.com





Neighbor to Neighbor

ENERGY CHALLENGE

Small Changes. **BIG RESULTS.**

Authorization to Obtain Household Energy Information To Benefit Town Participation in Earning Community Program Rewards

The Connecticut Neighbor to Neighbor Energy Challenge (the "Challenge") is a campaign that helps communities reduce energy waste and reap the benefits of clean, renewable energy. Our goal is to help your community reduce its energy waste by 20 percent. Under a grant from the U.S. Department of Energy that is administered on behalf of your municipal government by the Connecticut Clean Energy Fund, there are 14 towns across the state participating in our Challenge. By achieving its energy savings goals, your community can win valuable rewards, like free solar and energy saving upgrades.

WHY WE NEED A RELEASE – For the Challenge to be successful, we need access to utility account and actual energy usage data for your home, as well as data on energy saving measures installed in your home (collectively "Data"). This Data will allow us to more accurately personalize energy savings estimates for home energy improvements provided by participating contractors, ensure that installed measures are delivering the expected energy savings, and allow us to provide feedback to you on energy reductions. This Data also allows us to accurately reward your community for energy reductions and energy savings actions taken by participating households. If we can't track your energy actions and energy usage, then we can't count it for the community rewards program. This Data will also be used in the Department of Energy's and our own program research for evaluation purposes. We take the security and privacy of your information very seriously. The Challenge will protect the confidentiality of your Data in compliance with all applicable laws. We will never sell, rent, or otherwise release personal data, including the Data, to outside parties.

Utility and Energy Supplier Information

Electricity Utility: _____ Account #: _____

Gas Utility: _____ Account #: _____

Other Fuel Supplier: _____ Oil Propane Account #: _____

Utility and Energy Supplier and Program Information Release

ENERGY USAGE AND CONSERVATION INFORMATION RELEASE – As the account holder, I hereby authorize and give permission to the utilities and energy suppliers named above to release the Data to the Challenge or its agents, and the U.S. Department of Energy, for confidential use in connection with calculating energy savings estimates, evaluating the effectiveness of the program, and for determining reward levels for performance-based community rewards. This permission is given for 1) my historic energy usage, and monthly and total amount of energy used at my utility service address; 2) the total monthly price charged for fuels used by my household; and 3) conservation program-related information. In addition to the use of this Data for the Challenge, the Data may also be anonymized and aggregated to be used for non-commercial research purposes.

PROGRAM DATA RELEASE – As a participant in this Challenge sponsored by my municipal government, I hereby authorize the Challenge and its authorized agents to access my Data and release it to the U.S. Department of Energy, for confidential use in connection with calculating energy savings estimates, evaluation the effectiveness of its program, and for determining reward levels for performance-based community rewards, and, in addition, I authorize the Challenge and the U.S. Department of Energy to use my anonymized data or anonymized aggregated energy usage data for research purposes during and after the completion of the Challenge program.

RELEASE PERIOD – This authorization covers Data for the period starting 24 months before the date below and ending 36 months after the date below. I may revoke this authorization by written notice to Customer Service, Connecticut Neighbor to Neighbor Energy Challenge, 860B Silas Deane Highway, Wethersfield, CT 06109.

I hereby release and hold harmless the Challenge, the above-named utilities and energy suppliers, and their affiliates, employees, officers and agents from any and all liability associated with the dissemination and use of such account and program information and this authorization. An electronic copy of this authorization may be accepted with the same authority as the original.

Signature: _____ Date: _____

Printed Name: _____

Mailing Address: _____

Utility Service Address (if different): _____



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *Matt*
CC: Maria Capriola, Assistant to the Town Manager; Linda Painter, Director of Planning; Lon Hultgren, Director of Public Works; Grant Meitzler, Town Engineer
Date: July 11, 2011
Re: Acceptance of Extension of Monticello Lane

Subject Matter/Background

The new section of Monticello Lane was constructed as part of the Fellows Estates subdivision, approved in 2005. The Planning and Zoning Commission (PZC) bond for the road was released in January 2009. It took some time to establish acceptable grass growth along the edges of the road, which has delayed the Council's action to accept the road.

Financial Impact

Construction of this 800 foot long road has been completed. The Town will incur expenses related to maintaining the road, similar to costs associated with maintaining other subdivision streets in the community. The work to maintain the road would be absorbed by our existing workforce.

Legal Review

Dennis O'Brien, Town Attorney, has reviewed this matter and has confirmed that the Town Council must affirmatively vote to accept the road in order to add the extension to the Town's road system.

Recommendation

Staff recommends the acceptance of the extension of Monticello Lane as part of the Town's road system.

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

Move, effective July 11, 2011, to accept the extension of Monticello Lane as part of the Town's road system.

Attachments

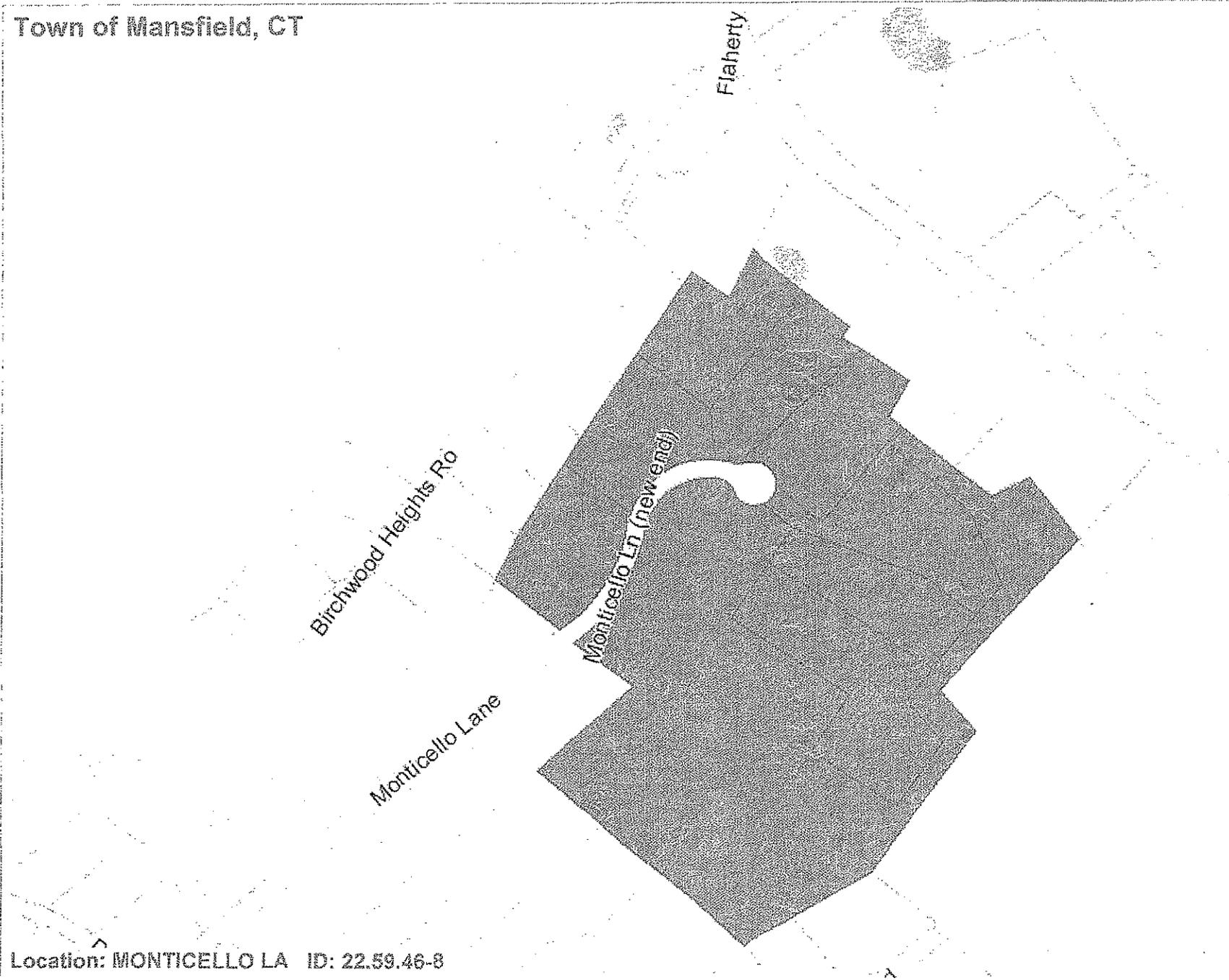
- 1) Map of Monticello Lane Extension

Town of Mansfield, CT



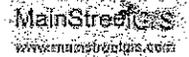
- MapGrid
- towns
- Dimensions
- Address
- ParcelID
- Area
- Streets
- Parcels
- powerlines
- water
- wetlands
- Town roads
- highways

-24-



1 in = 393.72 ft

Printed:
7/7/2011



Location: MONTICELLO LA ID: 22.59.46-8

MainStreetGIS, LLC - www.mainstreetgis.com / info@mainstreetgis.com

Disclaimer: This map is for assessment purposes only. It is not valid for use as a survey or for conveyance



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *Matt*
CC: Maria Capriola, Assistant to Town Manager; Ethics Board
Date: July 11, 2011
Re: Revisions to Ethics Ordinance

Subject Matter/Background

Beginning in late 2008 and during 2009 the Ethics Board reviewed and discussed potential revisions to our Ethics Ordinance, which has not been updated since its original adoption in 1995. Upon receipt of the Ethics Board's submission, the Town Council tasked the Personnel Committee with the review of the Board's recommendations. On January 7, 2010 the Personnel Committee and the Ethics Board held a joint meeting to discuss the Board's recommended revisions to the Ethics Code. Since that time, the Personnel Committee has been discussing potential revisions to the Code and now has a recommendation to present to the full Council.

Staff recommends that the Council as next step in the process schedule a public hearing to solicit public input regarding the revisions to the Ethics Code. As a parallel to that process, management would plan to review the proposed revisions with employees to solicit any feedback that they may have.

Legal Review

At the Personnel Committee's request, the Town Attorney has assisted in preparing the proposed revisions to the Ethics Ordinance.

Recommendation

Due to other business items on the Council's calendar, staff recommends that the Council schedule a public hearing no earlier than the first meeting in August.

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

Move, effective July 11, 2011, to schedule a public hearing for 7:30 p.m. at the Town Council's regular meeting on August 8, 2011, to solicit public comment regarding proposed revisions to the Ethics Ordinance.

Attachments

- 1) Personnel Committee Recommended Revisions to the Ethics Ordinance (Code), dated June 27, 2011
- 2) Existing Ethics Ordinance (Code)

**Ethics Ordinance
Personnel Committee Draft – June 27, 2011**

[HISTORY: Adopted by the Town Council of the Town of Mansfield 6-26-1995, effective 8-7-1995. Amendments noted where applicable.]

GENERAL REFERENCES

Authorities — See Ch. 5.
Conservation Commission — See Ch. 11.
Economic Development Commission — See Ch. 17.
Housing Partnership — See Ch. 34.
Inland Wetlands Agency — See Ch. 40.
Personnel Appeals Board — See Ch. 63.
Planning and Zoning Commission — See Ch. 67.
Police — See Ch. 70.
Regional Planning Agency — See Ch. 82.
Zoning Board of Appeals — See Ch. 94.
Affirmative action — See Ch. A191.
Committees, boards and authorities — See Ch. A192.
Housing Authority — See Ch. A193.

§ 25-1 Title.

This chapter shall be known and may be cited as the "Code of Ethics."

§ 25-2 Authority

This Code is legally authorized by Connecticut General Statutes section 7-148h, and Town of Mansfield Charter section C304.

§ 25-3 Purpose.

Public office or employment is a public trust. The trust of the public is essential for government to function effectively. Public policy developed by government officials and employees affects every citizen of the municipality, and it must be based on honest and fair deliberations and decisions. Good government depends on decisions which are based upon the merits of the issue and are in the best interests of the town as a whole, without regard to personal gain. This process must be free from threats, favoritism, undue influence and all forms of impropriety so that the confidence of the public is not eroded. By enacting this Code, the Town of Mansfield seeks to maintain and increase the confidence of our citizens in the integrity and fairness of their Town government. In pursuit of that goal, these standards are provided to aid those involved in decision making to act in accordance with the public interest, use objective judgment, assure accountability, provide democratic leadership, and uphold the respectability of our Town government.

§ 25-4 Definitions.

As used in this chapter, the following words or phrases shall have the meanings ascribed to them in this section:

ADVISORY BOARD

Any appointed board, committee, commission or agency of the Town of Mansfield without legal authority to finally and effectively require implementation of its

determinations, or to legally bind the Town, or to restrict or limit the authority of the Town to take action.

BOARD

The Town of Mansfield Board of Ethics established in section 25-5 of this ordinance.

BUSINESS

Any entity through which business for profit or not for profit is conducted, including a corporation, partnership, proprietorship, firm, enterprise, franchise, association, organization, or self-employed individual.

BUSINESS WITH WHICH ONE IS ASSOCIATED

A business of which the person or a member of their immediate family is a director, officer, owner, employee, compensated agent, or holder of stock which constitutes five percent or more of the total outstanding stock of any class.

CONFIDENTIAL INFORMATION

Any information, whether transmitted orally or in writing, which is obtained by reason of the public position or office held and is of such nature that it is not at the time of transmission a matter of public record per the Connecticut Freedom of Information Act, C.G.S. section 1-200, et seq., or public knowledge.

EMPLOYEE

Any person receiving a salary, wages or other compensation from the Town for services rendered.

FINANCIAL INTEREST

Any interest representing an actual or potential economic gain or loss, which is neither trivial nor shared by the general public.

GIFT

Anything of value, including entertainment, food, beverage, travel and lodging given or paid to a public official or public employee, to the extent that a benefit of equal or greater value is not received.

A gift does not include:

A political contribution otherwise reported as required by law or a donation or payment as described or defined in subdivision (9) or (11) of subsection (b) of Conn. General Statutes section 9-601a;

Services provided by persons volunteering their time;

A commercially reasonable loan made on terms not more favorable than loans made in the ordinary course of business;

A gift received from an individual's spouse, fiancé or fiancée, the parent, brother or sister of such spouse or such individual, or the child of such individual or the spouse of such child;

Goods or services which are provided to the municipality and facilitate governmental action or functions;

A certificate, plaque or other ceremonial award costing less than one hundred dollars;

A rebate or discount on the price of anything of value made in the ordinary course of a business without regard to that person's status;

Printed or recorded informational material germane to governmental action or functions;

Items of nominal value, not to exceed twenty dollars, containing or displaying promotional material;

An honorary degree bestowed upon a public official or public employee by a public or private university or college;

A meal provided at an event and/or the registration or entrance fee to attend such an event, in which the public employee or public official participates in his official capacity;

A meal provided in the home by an individual who resides in the municipality;

Gifts in-kind of nominal value not to exceed \$25.00 tendered on gift-giving occasions generally recognized by the public, provided the total value of such gifts in any calendar year from all donors do not combine to exceed one hundred dollars.

A gift worth no more than \$500.00 made in recognition of a "life event" like a wedding, birth or retirement.

IMMEDIATE FAMILY

Any spouse, child, parent or sibling of any age or residence, or any other individual who resides in the household of the public official or employee.

INDIVIDUAL

Any natural person.

INDIVIDUAL WITH WHOM ONE IS ASSOCIATED

Any individual with whom the person or a member of their immediate family mutually has an interest in any business.

OFFICIAL RESPONSIBILITY

The direct administrative or operating authority, whether exercised personally or through subordinates, to approve, disapprove, or to otherwise direct Town government action.

PERSON

Any individual, sole proprietorship, trust, corporation, union, association, firm, partnership, committee, club or other organization or group of persons.

POLITICAL ACTION

Publicly endorsing or publicly opposing any candidate for any Town office subject to the jurisdiction of the Board of Ethics per this Code, in a speech, public advertisement, political advertisement, a broadcast, campaign literature, or similar action or material; taking any part in managing the political campaign of any such candidate, or initiating or circulating a nomination petition, working as a driver transporting voters to the polls during an election, or directly soliciting, receiving, collecting, handling, disbursing or accounting for assessments, contributions or other funds for any such candidate; placing a sign or sticker supporting or opposing a candidate for any such Town office on real or personal property owned by the placer of such sign or sticker; becoming a candidate for any such Town office.

PUBLIC OFFICIAL

Any elected or appointed official, whether paid or unpaid or full or part-time, of the Town or a political subdivision thereof, including members and alternate members of town agencies, boards and commissions, and committees, or any other board, commission or agency that performs legislative, administrative, or judicial functions or exercises financial authority (collectively hereinafter referred to as "body"), including candidates for any such office, except for any member of an advisory board. Town agencies, boards, commissions and committees that have sufficient authority to qualify as Public Officials subject to the requirements of this Code are the Town Council, Board of Education, Planning and Zoning Commission, Inland Wetlands Agency, Zoning Board of Appeals, Conservation Commission, Board of Assessment Appeals, Board of Ethics, Building Board of Appeals, Housing Code Board of Appeals, Historic District Commission, Personnel Appeals Board, the Advisory Committee on the Needs of Persons with Disabilities when it is functioning as the ADA Grievance Committee, and any hearing officer appointed per section 129-4 of the Hearing Procedure for Citations Ordinance, or section 189-6A of the Zoning Violations Ordinance, of the Code of the Town of Mansfield.

§ 25-5 Board of Ethics.

A. There is hereby established a Board of Ethics consisting of five (5) members. The members shall be appointed by the Town Council and shall serve for a term of three (3) years, except for the initial Board upon which two (2) members served for a term of two (2) years, and one (1) member served for a term of one (1) year.

B. Alternate members. In addition to the regular members, the Town Council shall appoint two (2) alternate members to serve in the absence of any regular member(s). The initial

appointments were for a term that expired on June 30, 1996. Thereafter, all terms have been and shall continue to be for two years.

C. No more than three (3) members and no more than one (1) alternate member shall be of the same political party at any time.

D. All members and alternates shall be electors of the Town. No member or alternate shall (1) hold or campaign for any public office; (2) hold office in any political party or political committees; (3) serve as a public official as defined in section 25-4 of this Code.

E. Although any member of the Board of Ethics shall have an unrestricted right to vote, make political contributions, attend or buy a ticket to fundraising or other political events, identify himself or herself as a member of a political party, be politically active in connection with a question that is not specifically identified with a candidate for any Town office subject to the jurisdiction of the Board of Ethics such as a referendum or approval of a municipal ordinance, or any other question or issue of a similar character, and otherwise participate fully in public affairs, no member or employee of the Board of Ethics shall engage in political action, as that term is defined in Section 25-4 of this Ordinance.

§ 25-6 Rules

A. No public employee or public official shall engage in or participate in any business or transaction, including outside employment with a private business, or have an interest, direct or indirect, which is incompatible with the proper discharge of their official responsibilities in the public interest or which would tend to impair their independent judgment or action in the performance of their official responsibilities.

B. (1) No public employee or public official shall solicit or accept any gift from any person which to their knowledge is interested in any pending matter within such individual's official responsibility. (b) If a prohibited gift is offered, the employee or official must refuse it, return it, pay the donor the full value of the gift, or donate it to a non-profit organization provided that the employee or official does not take the corresponding tax deduction. Alternatively, it may be considered a gift to the Town of Mansfield provided it remains in the Town's possession permanently.

C. (1) A public official or public employee shall not vote upon or otherwise participate to any extent in any matter on behalf of the Town of Mansfield if he or she, a business with which they are associated, an individual with whom they are associated, or a member of his or her immediate family has a financial interest in the transaction or contract, including but not limited to the sale of real estate, material, supplies or services to the Town of Mansfield. (2) If such participation is within the scope of the official responsibility of the public employee or public official, as soon as possible after they become aware of such conflict of interest, they shall submit written disclosure which sets forth in detail the nature and extent of such interest to their agency or supervisor as the case may be, and to the Board of Ethics. (3) Notwithstanding the prohibition in subsection (C)(1), a public employee or public official may vote or otherwise participate in a matter if it involves a determination of general policy and the interest is shared with a substantial segment of the population of the Town of Mansfield. (4) Also notwithstanding the prohibition set forth in subsection (C)(1), a public employee or public official who is employed by the University of Connecticut may vote or otherwise participate in a matter if it involves the University of Connecticut and the interest is shared with a substantial segment of

the population of the Town of Mansfield and also with a substantial portion of persons employed by the University outside of the department or unit in which the public employee or public official is employed.

D. (1) Except for a public official who receives no compensation for their service to the Town other than per diem payments or reimbursement of expenses, no public employee or public official shall appear on behalf of private interests before any board, agency, commission or committee of the Town of Mansfield. (2) Except for a public official who receives no compensation for their service to the Town other than per diem payments or reimbursement of expenses, no public employee or public official shall represent private interests against the interest of the Town in any litigation to which the Town is a party.

E. Nothing contained in this Code of Ethics shall prohibit or restrict a public employee or public official from appearing before any board, agency, commission or committee of the Town of Mansfield on their own behalf, or from being a party in any action, proceeding or litigation brought by or against the public employee or public official to which the Town of Mansfield is a party.

F. No public employee or public official shall disclose confidential information, as defined in section 25-4 of this Code, concerning Town affairs, nor shall such employee or official use such information for the financial interests of himself or herself or others.

G. No public employee or public official shall request or permit the use of Town funds, services, Town owned vehicles, equipment, facilities, materials or property for personal use, except when such are available to the public generally or are provided by official Town policy or contract for the use of such public employee or public official.

H. No public employee or public official, or a business with which they are associated, or member of their immediate family shall enter into a contract with the Town of Mansfield unless it is awarded per the requirements of prevailing law, and in particular, Chapter 76 of the Code of the Town of Mansfield, "The Ordinance for Obtaining Goods and Services."

I. No public employee or public official may use their position or office for the financial benefit of themselves, a business with which they are associated, an individual with which they are associated, or a member of their immediate family.

J. No public employee or public official acting in their official capacity shall accept a fee or honorarium for an article, appearance or speech, or for participation at an event.

K. No public employee or public official, or member of such individual's immediate family or business with which they are associated, shall solicit or accept anything of value, including but not limited to a gift, loan, political contribution, reward or promise of future employment based on any understanding that the vote, official action or judgment of the public employee or public official would be or had been influenced thereby.

L. Any public official or employee who presents or speaks to any board, committee, commission or agency during the time set aside during any meeting of any such body for public comment shall at that time disclose their name, address, and Town of Mansfield public affiliation, regardless of whether said affiliation is related to the matter being addressed by the speaker.

M. No public official or employee may request, or authorize any other official or employee to request that a subordinate employee of the Town actively participate in an election campaign or make a political contribution. No public official or employee may engage in any political activity while on duty for the Town, or with the use of Town funds, supplies, vehicles or facilities. Activity legally authorized by Connecticut General Statutes section 9-369b, regarding the preparation, printing and dissemination of certain explanatory materials pertaining to referendum questions and proposals, is exempt from such restriction.

§ 25-7 Organization and Procedure.

A. The Board of Ethics shall elect a chairperson who shall preside at meetings of the Board, a vice-chairperson to preside in the absence of the chairperson, and a secretary. In the absence of both the chairperson and vice-chairperson, Board members shall elect a temporary chairperson. Three members shall constitute a quorum. Except for its final determination of a complaint after a hearing per section 25-8(G) of this ordinance, a majority vote of the Board shall be required for action of the Board. The chairperson, vice-chairperson in the absence of the chair, or any three regular members may call a special meeting of the Board.

B. The Board of Ethics shall (1) Compile and maintain a record of all reports, advisory opinions, statements, and memoranda filed with the Board to facilitate public access to such reports and statements in instances in which such public disclosure is legally permissible; (2) Issue advisory opinions with regard to the requirements of this Code of Ethics upon the request of any public official, employee or agency of the Town regarding whether their own present or potential action may violate any provision of this Code. Advisory opinions rendered by the Board of Ethics shall be binding on the Board and shall be deemed to be final decisions of the Board. Any advisory opinion concerning an official or employee who requested the opinion and who acted in reliance thereon in good faith, shall be an absolute defense in any subsequent matter regarding the same issue(s) brought under the provisions of this Code; The Board may make available to the public such advisory opinions which do not invade personal privacy and take other appropriate steps in an effort to increase public awareness of this Code of Ethics; (3) The Board of Ethics shall prepare and submit to the Town Council an annual report of its actions during the preceding twelve (12) months and its recommendations, if any. Additional reports, opinions and recommendations may be submitted by the Board to the Town Council at any time. In all such submissions, the Board shall be careful to protect and uphold the confidentiality of all information regarding cases in which no final determination of violation has been made.

C. The Board of Ethics shall establish and from time to time amend its own rules and procedures, which shall be made available to the public at the Office of the Town Clerk.

D. The Board of Ethics may utilize or employ necessary staff or outside counsel within available appropriations and in accordance with existing rules and procedures of the Town of Mansfield.

§ 25-8 Powers and Duties. Complaints and Investigations. Confidentiality

A.(1) Upon the complaint of any person on a form prescribed by the Board of Ethics, signed under penalty of false statement, or upon its own complaint, the Board of Ethics shall investigate any alleged violation of this Code. Unless and until the Board of Ethics makes a finding of a violation, a complaint alleging a violation of this Code shall be confidential except upon the request of the respondent.

B. (1) No later than ten (10) days after the receipt or issuance of such complaint, the Board shall provide notice of such receipt or issuance and a copy of the complaint by registered or certified mail to any respondent against whom such complaint is filed, and shall provide notice of the receipt of such complaint to the complainant. (2) The Board of Ethics shall review and investigate the complaint to determine whether the allegations contained therein constitute a violation of any provision of the Code. This investigation shall be confidential except upon the request of the respondent. If the investigation is confidential, any allegations and any information supplied to or received from the Board of Ethics shall not be disclosed to any third party by a complainant, witness, designated party, or Board of Ethics member.

C. (1) In the conduct of its investigation of an alleged violation of this Code, the Board of Ethics shall have the power to hold investigative hearings, administer oaths, examine witnesses, receive oral, documentary and demonstrative evidence, subpoena witnesses and require by subpoena duces tecum the production for examination by the Board of any books and papers which the Board deems relevant in any matter under investigation. In the exercise of such powers, the Board may use the services of the Town police, who shall provide the same upon the request of the Board. Any such subpoena is enforceable upon application to the Superior Court for Tolland County. (2) If any such investigative hearing is scheduled, the Board of Ethics shall consult forthwith with the town attorney or outside counsel authorized per section 25-7 of this Code. The respondent shall have the right to appear, to be represented by legal counsel and to examine and cross-examine witnesses.

D. (1) If, after investigation, the Board of Ethics determines that the complaint does not allege sufficient facts to constitute probable cause of a violation, the Board shall dismiss the complaint. The Board shall inform the complainant and the respondent of its finding of dismissal by registered or certified mail not later than three business days after such determination of dismissal. (2) After any such finding of no violation, the complaint and the record of its investigation shall remain confidential, except upon the request of the respondent. No complainant, witness, designated party, or Board of Ethics or staff member shall disclose to any third party any information learned from the investigation, including knowledge of the existence of a complaint, which the disclosing party would not otherwise have known.

E. If, after investigation, the Board of Ethics determines that the complaint alleges sufficient acts to constitute probable cause of any violation, then the Board shall send notice of said finding of probable cause to the complainant and respondent by registered or certified mail within three business days and fix a date for the hearing on the allegations of the complaint to begin no later than thirty (30) calendar days after said issuance of notice. The hearing date regarding any complaint shall be not more than sixty (60) calendar days after the filing of the complaint. If any such hearing is scheduled, the Board of Ethics shall consult forthwith with the town attorney or outside counsel authorized per section 25-7 of this Code.

F. (1) A hearing conducted by the Board of Ethics shall be governed by the administrative rules of evidence. Such hearings shall be closed to the public unless the respondent requests otherwise. (2) In the conduct of its hearing of an alleged violation of this Code, the Board of Ethics shall have the power to administer oaths, examine witnesses, receive oral, documentary and demonstrative evidence, subpoena witnesses and require by subpoena duces tecum the production for examination by the Board of Ethics of any books and papers which the Board deems relevant in any matter under investigation or in question. In the exercise of such powers, the Board may use the services of the Town police, who shall provide the same upon the request of the Board. Any such subpoena is enforceable upon application to the Superior Court

for Tolland County. (3) The respondent shall have the right to appear, to be represented by legal counsel and to examine and cross-examine witnesses.

G. (1) If, after a hearing on a complaint for which probable cause has previously been found, the Board of Ethics finds by a vote of at least four of its members based on clear and convincing evidence that any violation of this Code of Ethics has occurred, the Board shall submit a memorandum of decision, which may include recommendations for action, to the Town Council, Town Manager, and any other appropriate Town agency. (2) The recommendations of the Board of Ethics may include, but not be limited to, any combination of the following: recusal, reprimand, public censure, termination or suspension of employment, removal or suspension from appointive office, termination of contractual status, or the pursuit of injunctive relief. No such recommendation may be acted upon in violation of federal or state law or the Charter, ordinances, legally adopted policies, or collective bargaining agreements of the Town of Mansfield. Any discussion by the Town Council or other Town agency regarding any such memorandum of decision shall be in executive session, subject to the requirements of state law, unless the affected individual requests that such discussion be held in open session.

H.. The Board of Ethics shall make public any finding of a violation not later than five business days after the termination of the hearing. At such time, the entire record of the investigation shall become public. The Board of Ethics shall inform the complainant and the respondent of its finding and provide them a summary of its reasons for making such finding by registered or certified mail not later than three business days after termination of the hearing.

I. No complaint may be made under this Code except within two years of the date of knowledge of the alleged violation, but no more than four years after the date of the alleged violation.

J. No person shall take or threaten to take official action against an individual for such individual's disclosure of information to the Board of Ethics under the provisions of this Code. After receipt of information from an individual, the Board of Ethics shall not disclose the identity of such individual without his consent unless the Board determines that such disclosure is unavoidable during the course of an investigation or hearing.

§ 25-9 Former Public Officials/Employees (NEW)

A. No former public employee or public official, as defined in section 25-4 of this Code, shall appear for compensation before any Town of Mansfield board, commission or agency in which they were formerly employed or involved at any time within a period of one year after termination of their service with the Town.

B. No such former public employee or public official shall represent anyone other than the Town of Mansfield concerning any particular matter in which they participated personally and substantially while in the service of the Town.

C. No such former public employee or public official shall disclose or use confidential information acquired in the course of and by reason of their official duties in the service of the Town of Mansfield, for financial gain for themselves or others.

D. No such former public employee or public official who participated substantially in the negotiation or award of a Town of Mansfield contract obliging the Town to pay \$100,000.00 or

more, or who supervised the negotiation or award of such a contract shall accept employment with a party to the contract other than the Town of Mansfield for a period of one year after such contract is finally executed.

§ 25-10 Distribution of Code of Ethics.

Copies of this Code of Ethics shall be made available to the Town Clerk for filing and to the Town Clerk and Town Manager for distribution. The Town Clerk shall cause a copy of this Code of Ethics to be distributed to every public official of the Town of Mansfield within thirty days of the effective date of this Code or any amendment thereto. The Town Manager shall cause a copy of this Code of Ethics to be distributed to every employee of the Town of Mansfield within thirty days of the effective date of this Code or any amendment thereto. Each new public employee and public official shall be furnished a copy of this Code before entering upon the duties of their office or employment.

§ 25-11 Severability; Conflicts with other Provisions.

If any section, subsection, subdivision, paragraph, sentence, clause, or phrase of this ordinance, or any part thereof, is for any reason held to be unconstitutional, invalid, or ineffective by any court of competent jurisdiction, such decision shall not affect the validity or effectiveness of the remaining portions of this chapter. Furthermore, should any such provisions of this chapter conflict with any provisions of the Personnel Rules of the Town of Mansfield, the collective bargaining agreements of the Town of Mansfield or the Connecticut General Statutes, the relevant provisions of the Personnel Rules, collective bargaining agreements and/or the Connecticut General Statutes shall prevail.

CHAPTER 25 ETHICS, CODE OF

[HISTORY: Adopted by the Town Council of the Town of Mansfield 6-26-1995, effective 8-7-1995. Amendments noted where applicable.]

GENERAL REFERENCES

Authorities — See Ch. 5.

Conservation Commission — See Ch. 11.

Economic Development Commission — See Ch. 17.

Housing Partnership — See Ch. 34.

Inland Wetlands Agency — See Ch. 40.

Personnel Appeals Board — See Ch. 63.

Planning and Zoning Commission — See Ch. 67.

Police — See Ch. 70.

Regional Planning Agency — See Ch. 82.

Zoning Board of Appeals — See Ch. 94.

Affirmative action — See Ch. A191.

Committees, boards and authorities — See Ch. A192.

Housing Authority — See Ch. A193.

§ 25-1 Title.

This chapter shall be known and may be cited as the "Code of Ethics."

§ 25-2 Purpose.

A.
The purpose of these standards is to guide town officials, elected and appointed, town employees and citizens by establishing standards of conduct for persons in the decisionmaking process. It is intended to strengthen the tradition of government in the town.

B.
Good government depends on decisions which are based upon the merits of the issue and are in the best interests of the town as a whole, without regard to personal gain.

C.
In pursuit of that goal, these standards are provided to aid those involved in decisionmaking to act in accordance with the public interest, use objective judgment, assure accountability, provide democratic leadership and uphold the respectability of the government.

§ 25-3 Definitions.

As used in this chapter, the following words or phrases shall have the meanings ascribed to them in this section:

CONFIDENTIAL INFORMATION

Any information concerning the property, business or affairs of the town not generally available to the public.

EMPLOYEE

Any person receiving a salary, wages or compensation from the town for services rendered.

IMMEDIATE FAMILY

Any parent, brother, sister, child spouse or co-habiting partner of an individual as well as the parent, brother, sister or child of said spouse or co-habiting partner, and the spouse or co-habiting partner of any such child or any dependent relative who resides in said individual's household.

INTEREST IN A PERSONAL OR FINANCIAL SENSE

The same meaning as the courts of this state apply, from time to time, to the same phrase as used in §§ 8-11 and 8-21, C.G.S.

OFFICIAL

Any person holding elective or appointive town office, including members and alternate members of town agencies, boards and commissions, and committees appointed to oversee the construction or improvement of town facilities, or any other board, commission or agency that perform legislative or judicial functions or exercise financial authority (collectively hereinafter referred to as "body").

§ 25-4 Guidelines established.

A.

Use of town assets. No official or employee shall use or permit the use of town funds, services, property, equipment, owned or leased vehicles or materials for personal convenience or profit, except when such services are available to the public generally or are provided in conformance with established town policies for the use of such officials or employees.

B.

Fair and equal treatment. No official or employee shall grant or accept any special consideration, treatment or advantage to or from any person beyond that which is available to every other person.

C.

Conflict of interest.

(1)

Disqualification in matters involving a personal or financial interest. No employee or official shall participate in the hearing or decision of the body of which he or she is a member upon any matter in which he or she is interested in a personal or financial sense. The fact of such disqualification shall be entered on the records of such body. Nothing contained herein shall be construed as to prevent any elected official or employee from submitting a competitive sealed bid in response to an invitation to bid from any body of the town, provided that such person does not thereby violate Subsection C(2) of this section.

(2)

Disclosure of confidential information. No official or employee shall disclose or use any confidential information obtained in an official capacity for the purpose of advancing his or her financial or personal interest or that of others.

(3)

Gifts and favors. No official or employee or member of his or her immediate family shall solicit or accept any gift or gifts having a value of fifty dollars (\$50.) or more in value in any calendar year, whether in the form of service, loan, thing, promise or any other form, from any person or persons who to his or her knowledge is interested directly or indirectly in business dealings with the town. This prohibition shall not apply to lawful political contributors as defined in § 9-333(b), C.G.S.

(4)

Use of influence. No official or employee shall solicit any business, directly or indirectly, from another official or employee over whom he has any direct or indirect control or influence with respect to tenure, compensation or

duties.

(5)
Representation of private or adverse interest. No official or employee shall appear on behalf of a private interest before any body of the town, nor shall he or she represent an adverse interest in any litigation involving the town.

(6)
Disclosure of interest. Any official or employee who has a personal or financial interest in any matter coming before any body of the town shall make the same known to such body in a timely manner, and such interest shall be disclosed on the records of such body.

(7)
First year after termination. No official or employee shall, during the first year after termination of service or employment with the town, appear before any body of the town or apply to any department in relation to any case, proceeding or application in which he or she personally participated during the period of his or her service or employment, or which was under his or her active consideration.

(8)
Private employment. No official or employee shall engage in or accept private employment or render service that is incompatible with the proper discharge of his or her official duties or would tend to impair his or her independence of judgment or action in the performance of official duties or give the appearance of impropriety, unless otherwise permitted by law.

§ 25-5 Board of Ethics.

A.
There is hereby established a Board of Ethics consisting of five (5) members who shall be electors of the town. The members shall be appointed by the Town Council and shall serve for a term of three (3) years, except that, of the initial Board, two (2) members shall serve for a term of two (2) years, and one (1) member for a term of one (1) year.

B.
Alternate members. In addition to the regular members, the Town Council shall appoint two (2) alternate members who shall serve in the absence of a regular member. The initial appointments shall be for a term to expire on June 30, 1996. Thereafter, all appointments shall be for two-year terms.

C.
No more than three (3) members and no more than one (1) alternate member shall be of the same political party at any time.

D.
No member or alternate shall contemporaneously be an employee or official of the town.

§ 25-6 Organization and procedure.

The Board of Ethics shall elect a Chairperson and a Secretary and shall establish its own rules and procedures, which shall be available to any elector of the town through the Town Clerk's office. Rules and procedures shall be established within six (6) months of the initial appointment of all members and alternates. The need to maintain confidentiality in order to protect the privacy of public officials and employees and citizens [including the provisions of § 1-82a(a) through (f), C.G.S.] shall be considered when establishing the rules and procedures. The Board shall keep records of its meetings and shall hold meetings at the call of the Chairperson and at such other times as it may determine.

§ 25-7 Powers and duties.

A.
The Board of Ethics shall render advisory opinions with respect to the applicability of this Code of Ethics in

specific situations to any body, or any official, employee or elector pursuant to a written request or upon its own initiative. The Board may also issue guidelines on such issues as, for example, ex parte communication. Such opinions and guidelines, until amended or revoked, shall be binding on the Board and reliance upon them in good faith by any officer or employee in any action brought under the provisions of this chapter. Any request or opinion the disclosure of which invades the personal privacy [as that term is used in C.G.S. § 1-19(b)(2)] of any individual shall be kept confidential in a personnel or similar file and shall not be subject to public inspection or disclosure. The Board may make available to the public such advisory opinions which do not invade personal privacy and take other appropriate steps in an effort to increase public awareness of this Code of Ethics.

B.

The Board shall establish procedures by which the public may initiate complaints alleging violations of this Code. The Board itself may also initiate such complaints. The Board shall have the power to hold hearings concerning the application of this Code and its violation and may administer oaths and compel attendance of witnesses by subpoena. Such hearings shall be closed to the public unless the respondent requests otherwise. If the Board determines the respondent has, in fact, violated the provisions of this Code, it shall file a memorandum of decision which may include a recommendation for action, with the Town Council or other appropriate body. The recommended action may include reprimand, public censure, termination or suspension of employment, removal or suspension from appointive office or termination of contractual status, except that no action may be recommended which would violate the provisions of the state or federal law. In the case of union employees, such recommended action does not constitute a unilateral change in conditions of employment. No such recommendation shall limit the authority of the Town Council under the Charter of the town or under any ordinance, statute or any other law. Any discussion by the Town Council or other body of an individual affected by the memorandum of decision shall be in executive session, unless the individual affected requests that such discussion be held in open session.

C.

Any complaint received by the Board must be in writing and signed under oath by the individual making said complaint, under penalty of false statement (C.G.S. § 53a-157b).

§ 25-8 Annual report.

Each year, at a time to be determined by the Board, it shall prepare and submit to the Town Council an annual report of its actions during the preceding twelve (12) months and its recommendations, if any. Additional reports, opinions and recommendations may be submitted by the Board to the Town Council at any time. In all such submissions, the Board shall be scrupulous in its avoidance of the undue invasion of the personal privacy of any individual.

§ 25-9 Distribution of Code of Ethics.

In order that all public officials and employees are aware of what constitutes ethical conduct in the operations of the government of the Town of Mansfield, the Town Clerk shall cause a copy of this Code of Ethics to be distributed to each and every official and employee of the town.

§ 25-10 Appeals.

A decision by the Board of Ethics may be appealed in the manner allowed by the general statutes.

§ 25-11 Severability; conflicts with other provisions.

If any section, subsection, subdivision, paragraph, sentence, clause, or phrase of this ordinance, or any part thereof, is for any reason held to be unconstitutional, invalid, or ineffective by any court of competent jurisdiction, such decision shall not affect the validity or effectiveness of the remaining portions of this chapter. Furthermore, should any such provisions of this chapter conflict with any provisions of the Personnel Rules of the Town of Mansfield, the collective bargaining agreements of the Town of Mansfield or the Connecticut General Statutes, the relevant provisions of the Personnel Rules, collective bargaining agreements and/or the Connecticut General Statutes shall prevail.

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**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant to the Manager; Transportation Advisory Committee
Date: July 11, 2011
Re: Central Corridor Rail Coalition Resolution

Subject Matter/Background

As Council may recall, the Central Corridor Rail Coalition is looking to restore passenger service to the existing rail line running from New London, CT north to Brattleboro, VT. The Town has been a supporter of this project, having served as the sponsor of Rail America's TIGER application to upgrade the freight capacity on the line. (The application was not funded.) Those improvements would have allowed heavier rail cars to transport goods more efficiently in New England and would have also provided for future passenger rail service.

Central Corridor proponents see the restoration of passenger rail service as a catalyst to revitalize the rural part of eastern Connecticut and north into Massachusetts, New Hampshire and Vermont. The project would increase the region's economic competitiveness, promote tourism, enhance connections between universities and colleges along the line, improve quality of life and increase the utilization of environmentally friendly public transportation.

Members of the coalition are seeking support from their legislation bodies and executive boards. One of our coalition members has prepared the proposed resolution below, to demonstrate the Council's support for rail the coalition.

Recommendation

Staff recommends that the Town Council adopt the resolution as proposed.

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

*WHEREAS, undue reliance upon particular modes of passenger transportation and the neglect of others leads to inefficiencies, delays and wasteful allocation of resources;
and*

WHEREAS, a modern national passenger train system is an essential element of a truly balanced transportation plan; and

WHEREAS, the low level or absence of passenger train service in certain areas of New England (including Mansfield) has resulted in an unbalanced transportation system in those areas, contributing to traffic congestion, air pollution, wasteful expenditures and growth control problems; and

WHEREAS, this municipality is gravely concerned with the disruption to this community caused by the aforesaid traffic congestion, air pollution, wasteful expenditures and growth control problems; and

WHEREAS, the Mansfield Town Council believes that comprehensive Intermodal transportation planning is necessary to resolve the aforesaid problems and that involvement at the local, state and regional levels is necessary to the preparation and implementation of such planning; and

WHEREAS, the Mansfield Town Council believes that passenger train service is a necessary part of any comprehensive Intermodal transportation system:

NOW, THEREFORE, be it hereby resolved by the Town Council of the Town of Mansfield in the State of Connecticut that:

1. It is and shall continue to be the policy of the Town of Mansfield to support the commencement and/or/expansion of passenger train service in and to Mansfield and other areas of Connecticut and the Northeast region.

2. The Town of Mansfield supports the efforts of The Central Corridor Rail Coalition/Palmer Rail Coalition to achieve the commencement and/or expansion of passenger rail service to the aforesaid areas.

Town of Mansfield—4 Corners Water and Sewer Advisory Committee
Minutes of the Meeting – June 7, 2011

Present: Rawn (acting chair), Plante, Ferrigno, Reich, Hart, Paulhus, Tussing, Hultgren (staff), Painter (staff), vanZelm (Downtown Partnership), Coite (UConn), Wester (Weston & Sampson), Sebonik, (guest), Savino (press)

The meeting was called to order at 7:03 PM by acting chair Rawn.

The minutes of the May 17, 2011 meeting were approved on a motion by Paulhus/Hart

Rawn was elected chairperson to succeed Nesbitt who submitted his resignation at the May meeting..

Chris Wester of Weston and Sampson updated the committee on their work to date on the design of the pump station. He said that they had recalculated the start-up and full-build out flows and they checked reasonably well with the numbers in the facilities plan. He submitted a technical memorandum to the Town staff summarizing this. He said that work can begin to check-out the recommended pump station site soon. During the discussion that followed it was noted that part of the UConn Technology Park could actually flow towards the Town's pump station and this additional flow may need to be planned for in the pump station. Staff will try to determine this in the near future.

Hultgren, Hart and Coite reported that the Environmental Impact Evaluation (EIE) that will be required for the water source to supply UConn and the 4 Corners is now being scoped under the Connecticut Environmental Policy Act and comments can be made until July 28th. A public scoping session will be held from 7 to 9 pm on June 28th in the UConn Student Union building. Several members will attend this session and a special meeting of the committee was scheduled for June 30th so that there would be time for submitting comments on the scope of the EIE prior to the July 7th deadline. Coite outline what was in the draft scope of the evaluation, and said it should take about 10 months to complete the EIE. In discussing the scope, other potential well sites in the Mansfield Hollow area were discussed. Staff will check the previous water supply studies to see if these areas had been analyzed previously.

Hultgren said he would be getting a price from Environmental Partners for small-diameter borings on potential well sites that could be used in the EIE. Depending on this price, more than one site could have this done and the data used in the EIE. Large diameter test well work will be put on hold until after the EIE is completed.

Hultgren and Hart reported that the Tech Park bill which includes funds for water supply for the UConn and areas of the Town had been passed by the state legislature. They said that Senator Williams had said that he will assist in keeping this project moving forward quickly through the state's review agencies.

Painter and the attending PZC members reported that the design guidelines for the 4 Corners area were through the hearing and review processes and will be adopted by the PZC shortly.

Painter circulated a draft of a Small Town Economic Assistance Program (STEAP) grant application that staff had prepared for approval by the Town Council prior to the late June deadline. After discussion a letter of support for the application from the chairman of the committee was authorized. Staff will circulate a draft of this letter ASAP so that it can be submitted in the Council's next meeting packet.

Reich informed committee members of a Soil and Water Conservation Service stormwater workshop to be held on June 16th to discuss the TMDL study of the Eagleville Brook and other related stormwater treatment/handling methods. The cost is \$55 which includes field viewings and lunch.

The next meeting was set for 7 PM, June 30th at which time committee comments on the draft scope for the water supply EIE will be formulated.

The meeting was adjourned at 8:23 PM on a motion by Plante/Ferrigno.

Respectfully submitted,

Lon Hultgren
Director of Public Works

**TOWN OF MANSFIELD
PERSONNEL COMMITTEE**

**Monday, April 18, 2011
Mansfield Community Center Conference Room
Minutes**

Members Present: Deputy Mayor Toni Moran (Chair), Peter Kochenburger

Staff Present: Maria Capriola, Assistant to Town Manager, Dennis O'Brien, Town Attorney

The meeting was called to order at 6:30 p.m.

1. APPROVAL OF MINUTES

The meeting minutes of 3/21/11 were moved as presented by Kochenburger, seconded by Moran, and adopted as presented by members present.

2. ETHICS CODE

The Committee continued reviewing the draft version of the Code as prepared by the Town Attorney. An overview of the discussion is as follows:

- The Hatch Act was discussed. Committee members discussed whether limitations should be placed on employees' ability to make political contributions. Through consensus Committee members decided to insert language to 25-6 in the spirit of 25-4B(4) of the Ethics Board draft. Language will be added to state that employees can not participate in political campaigns on town time or with town resources nor shall a supervisor request a subordinate employee to contribute to or participate in a political campaign.
- 25-4, definition of "public official", replace the word "include" with "are."
- The Committee discussed the "one year cooling off period" and "forever ban" concepts. Committee members reviewed sample language from the Massachusetts statutes as well as draft language prepared by the Town Attorney. Through consensus, Committee members endorsed the revised 25-9 language which includes provisions regarding former public officials and employees.

By consensus the Committee adopted the most recent Ethics Code draft, along with the agreed upon changes to the draft (from the April 18th meeting). The Committee asked Ms. Capriola to send the draft to the Ethics Board for comment, with comments due back to the Personnel Committee by July 14th. Personnel Committee members are willing to attend Ethics Board meeting(s) when they discuss the most recent draft. The Committee hopes to bring a draft version of the Ethics Code back to the Council as a whole in August.

The meeting adjourned at 7:15 p.m.

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

**MANSFIELD DOWNTOWN PARTNERSHIP
PLANNING AND DESIGN COMMITTEE
SPECIAL MEETING
Mansfield Downtown Partnership Office
1244 Storrs Road**

Tuesday, April 19, 2011

MINUTES

Members: Steve Bacon, Karla Fox, Manny Haidous, Jon Hand, Frank McNabb, Peter Millman, Ruth Moynihan, Betsy Paterson, Karin Randolph, Pene Williams

Staff: Cynthia van Zelm and Kathleen Paterson

Guests: Board members Matt Hart, Toni Moran, Alex Roe, Kristin Schwab, Mansfield Director of Planning Gregory Padick

Storrs Center Team: Tim Andre (Desman Associates), Sam Gardner (Gregg Wies & Gardner Architects), Macon Toledano (LeylandAlliance), Geoff Fitzgerald (BL Companies), Lon Hultgren (Town of Mansfield)

1. Call to Order

Steve Bacon called the meeting to order at 5:01 pm.

2. Public Comment

There was no public comment.

3. Approval of Minutes from April 5, 2011

Mr. Bacon noted one change on the minutes. The minutes should reflect that the meeting was a special meeting. Frank McNabb made a motion, with that change, to approve the minutes of April 5, 2011. Jon Hand seconded the motion. The motion was approved unanimously.

4. Continued Review and Recommendation of Zoning Permit Application for Parking Garage and Intermodal Center

Mr. Bacon introduced Tim Andre, Sam Gardner, Macon Toledano, and Lon Hultgren.

Mr. Bacon noted that this was the Committee's fourth meeting on the parking garage and intermodal center having met in February, March and earlier in April.

Mr. Bacon said part of the agenda for tonight will be for the Committee to decide at the end of the meeting if it is comfortable making a recommendation that the Storrs Center parking garage and intermodal center zoning permit application is compatible with the Special Design District design guidelines.

Geoff Fitzgerald referenced a slide that showed that a sidewalk had been added to the north side of the garage to allow for better pedestrian access. The Committee had discussed this at its last meeting. Mr. Fitzgerald said the sidewalk is designed for 5 feet and will allow for more direct access from the DL-1 building.

Mr. Fitzgerald also noted that a third crosswalk has been added to the intersection near the intermodal center with a 3-way stop.

Pene Williams asked if there is a place to turn if a person attempts to park on the Village Street and cannot find a spot. Mr. Fitzgerald said there is room to do a loop along the one-way street that parallels Village Street.

Mr. Fitzgerald said there are two staging bus berths on the road behind the garage and two bus stops adjacent to the intermodal center. There is a fifth berth along the Village Street, closer to Storrs Road.

In his opinion, the current design meets the Storrs Center design guidelines.

He said the design of the Village Street out to Post Office Road is underway and will be the subject of another zoning permit application.

In response to a question from Mr. Bacon, Mr. Fitzgerald said the sidewalk behind the garage was expanded from 3 feet to 5 feet and will be concrete which will allow for low maintenance.

Macon Toledano said the goal was not to focus pedestrian access in the road behind the garage but wanted it to be accessible for those who choose to walk that way. The intention is to focus people on walking on the wider sidewalks on Village Street to access the garage and intermodal center.

Mr. Hand asked if the road behind the garage will be lit at night. Mr. Toledano replied in the affirmative.

Peter Millman, who had raised the concern about pedestrian access on the road behind the garage, said that the terrain does not allow for a wide road or sidewalk. Given those constraints, he is satisfied with the changes.

Kristin Schwab suggested creating better ground cover in the area and larger shrubs. Mr. Fitzgerald said the team needs to develop its landscaping plan. Mr. Toledano said the team would need to work with the Greek Center property owners since the edge of the road backs up to their property.

Mr. Toledano said that the folks from WRTD and Peter Pan like the berthing area because it allows for their buses to stage until they move on to other stops.

Mr. Hand asked about the site lines where the buses park adjacent to the intermodal center. Mr. Fitzgerald said the site lines are fairly open. There is no grade change. He said they may soften the radii a bit.

Sam Gardner said the area will “read” as a pedestrian area. It should be a low speed area.

Mr. Fitzgerald said if the budget allows it, they may show pedestrian textured sidewalks.

Mr. Hand expressed concerns about a child crossing and a bus not seeing the child.

Mr. Haidous asked how snow will be removed from the garage. Tim Andre said the maintenance of snow removal still needs to be discussed. Mr. Fitzgerald said that if the snow needs to be removed from the building, it may need to be hauled away. A foot of snow should be able to be accommodated on the deck.

Ms. Williams asked if a pedestrian needs to have right of way in the crosswalk. Mr. Fitzgerald replied in the affirmative and noted that there need to be defined places for pedestrian crossing.

Ms. Schwab noted the changes made with the additional crosswalk and said it would allow for a flow to be focused toward the stores on the Village Street. Ms. Paterson agreed that stop signs will help with pedestrian safety.

Mr. Hand asked if there will be stop signs on the road behind the garage. Mr. Fitzgerald said he thought there would probably be a stop sign north of building VS-7.

Ms. Williams asked about whether there can be turning lanes in the Village Street network. Mr. Fitzgerald said he did not think they were warranted or needed as it would only cause people to drive faster.

Mr. Bacon summarized the conclusions thus far. He said that the Committee appears to be satisfied with the sidewalk behind the garage; landscaping along the ground cover adjacent to the road north of the garage would be desirable; and an all way stop at the intersection near the garage.

Tim Andre reiterated that the garage is planned to be 6 stories of approximately 600 spaces. The elevations for the stair tower have been simplified so the second roof on the stairwell/elevator has been eliminated.

Mr. Andre showed some of the renderings for the garage, noting that the sidewalks, the intermodal center, and the mixed-use buildings are not to scale with the garage.

Mr. Andre said the TS-2 building which lines the garage is limestone and brick. He said he tried to pull red into the mesh in the garage to contrast with the gray of the garage. The railings in the garage will be red. Mr. Andre said Desman is trying to coordinate the glass to be same color of the glass in the intermodal center.

He said the intermodal center has a canopy that will be used as the entry to the garage.

Mr. McNabb asked about the location of the bike entry. Mr. Andre said it would be adjacent to the garage entrance in the intermodal center.

Matt Hart asked about the entry for the residents in TS-2. Mr. Andre said that residents can enter at each level of the garage with a key card. Per the zoning regulations, each residence will be allocated 1.25 spaces. Mr. Toledano said this is an average. Mr. Toledano reiterated that the upper floors of the garage will have nested parking spaces for the residents.

Mr. Hart asked if there will be two stairwells. Mr. Andre replied in the affirmative.

Mr. Hart asked about the best access to the garage from the TS-1, DL-1 or DL-2 buildings along Dog Lane. Mr. Toledano said they can use the stairwell closest to Dog Lane. Mr. Hart asked if there will be appropriate lighting in the stairwells and Mr. Toledano replied in the affirmative.

Ms. Schwab asked about the service area for the TS-2 building. Mr. Toledano said it is a challenge to service TS-2. There will be a service driveway for commercial tenants. There may need to be a gate and the area needs to be large enough for trucks. Mr. Hart asked if tenants from TS-1, DL-1 or DL-2 will try and use the service area to access the garage. Mr. Toledano said it will not be set up for pedestrian access.

Mr. Toledano said there may be "scoring" (shadow lines cut into concrete) above the intermodal center roof. This would be an add-alternate.

Peter Millman said he likes the windows "punched" through on the garage. He said he has some concerns about the elevator stairwell as the design seems inconsistent with the garage and intermodal center. He said he likes the red color on the railings and would like to see it outline the openings on the garage.

Mr. Andre said the concern is to have the openness in the stairwells and elevators to provide passive security so someone can see you. The idea is to have brightness with the windows. Mr. Millman said he did like the amount of glass.

Mr. Toledano said he thought some of these details could be worked out as the project moves forward. He did note that security was a key issue for the Mansfield Director of Public Works and the Federal Transit Administration.

Mr. Millman asked about a stairwell without a curtain wall/one with all glass? Mr. Andre said he would look into this. Mr. Toledano said this will need to be reviewed in context with the intermodal center design.

Mr. Andre said they would like to provide lights off the garage to light the sidewalk.

Mr. Gardner showed the latest intermodal center drawings. Mr. Gardner showed the interior plans which include a waiting area and a multi-purpose bike space. There is also a shower area for commuters. Access will be key card controlled.

Mr. Gardner said he is pricing out the cost of a second floor that would include office space.

Mr. Gardner said that signage can be placed on the building.

Betsy Paterson, Matt Hart, and Toni Moran left the meeting.

Mr. Gardner said they are still looking at where the entry should be located. The Committee was shown the proposed entry and the general consensus was that they like the location. Ms. Schwab suggested a pocket park near the entry.

Mr. Gardner referred to the sun shade and canopy. Mr. Gardner said the canopy overhang is 5 feet. Mr. Millman and Greg Padick thought the overhang should be deeper for sun protection.

Mr. Gardner said there will be street furniture.

Mr. Hand said he likes the clock over the main entrance.

Manny Haidous asked if signage can be placed in the front near the garage. Mr. Fitzgerald said that the development of wayfinding signage is part of the grant from the Federal Transit Administration. Mr. McNabb asked if the name "Storrs Center" will be placed on any of the buildings. Mr. Toledano said the town square will have signage. Mr. Bacon said that signage would be at the convergence of Dog Lane and the town square.

Alex Roe asked about why particular materials and colors were chosen. Mr. Gardner suggested a strong color and has introduced brick, pulling from the materials included in the mixed-use buildings. Color can be put in the spandrels on the garage.

The Committee discussed color and the zoning permit application approval process.

Mr. Bacon asked for a vote of whether the Committee should consider a motion tonight on the issue of consistency of the zoning permit application with the Special Design District design guidelines or continue discussion at a further meeting. The vote was 7-1 in favor of considering a motion tonight.

Karla Fox made the following motion, seconded by Mr. McNabb:

In accordance with its charge, the Planning and Design Committee of the Mansfield Downtown Partnership, Inc. has met during the last several months with representatives of the Town of Mansfield (and its consultant team from Desman Associates, Gregg Wies & Gardner, and BL Companies), whose application for a zoning permit for plans to design the Storrs Center parking garage and intermodal center has been submitted to the Director of Planning for the Town of Mansfield. The Committee conducted meetings on February 15, 2011, March 15, 2011, April 5, 2011, and April 19, 2011 to review initial plans for the parking garage and intermodal center, make recommendations for changes to the plans, and review revised plans. Based on its review, the Committee is recommending to the Partnership Board of Directors that the zoning permit for the Storrs Center parking garage and intermodal center meets the design guidelines adopted by the Mansfield Downtown Partnership and incorporated into the Special Design District regulations but withholds its opinion as to color scheme associated with this zoning permit application.

The motion was approved unanimously.

5. Topics for Next Meeting and Set Meeting Date

The Committee will meet on May 17 at 5 pm to review the preliminary Village Street plans and the Sustainability Guidelines checklist with respect to the Phase 1A and 1B buildings (*meeting since changed to June 21 at 5 pm*).

6. Adjourn

Karin Randolph made a motion to adjourn. Mr. Hand seconded the motion. The motion was approved unanimously. The meeting adjourned at 7:00 pm.

Minutes prepared by Cynthia van Zelm

COPY

ARTHUR A. SMITH
74 Mulberry Street
Mansfield Center, Connecticut
(860) 429-6885

June 28, 2011

Attorney Matthew Hart, Town Manager
Audrey P. Beck Municipal Building (also sent via facsimile to 860-429-6863)
4 South Eagleville Road
Mansfield, Connecticut 06268

Re: Boy Scout Bottle Redemption and Can Drive Site at Mansfield
Recycling/Waste Center

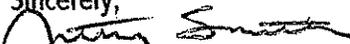
Dear Attorney Hart:

I am writing to inquire about what process is in place in the Town of Mansfield to obtain approval to use the Mansfield Recycling/Waste Center for fundraising purposes? I have heard that the Mansfield Public Works Department, by directive of the Solid Waste Advisory Committee, may be allowing the Boy Scouts to use space, on a regular basis, to raise money for the Boy Scouts of America organization. If this information is accurate, I would like to know if the creation of public forums is considered a policy issue requiring Town Council review? I do not recollect that this issue has been before the Town Council for its consideration. If there is a process in place, that I am unaware of, that allows other 501 (c) (3) organizations to use the Mansfield Recycling/Waste Center to raise money for their causes, please direct me to that process. Also, it would appear to me, at first consideration, that allowing fundraising at this location may require additional town staffing to insure safety and would expose the town to additional liability. Has additional money been set aside for this purpose?

But, my larger concern is, as it was with the art work (anti-war sentiment) that was removed at the Mansfield Community Recreation Center, who decides whether an issue is policy based, in need Town Council approval, or is not. Is there a town policy in place, as there should have been for the Community Center, regulating public forums once they have been created? (For example policies that insure equal time/ equal space to varying points of view, but not censoring issues because of their controversial nature.) And, in your opinion, is there a recent trend allowing a growing number of town policy issues to be considered non-policy and thereby decided outside of Town Council purview, creating increased discretion for non-elected employees who are under your supervision?

A same sex married couple living in Connecticut with a ten year old son could not be Scout troop leaders because of their sexual orientation. Mr. Burke from Boy Scouts of America, Texas, confirmed last week that this Scout policy has not changed. Many in Mansfield may feel that Town policy must provide equal time at the newly proposed public forum at the Mansfield Recycling/Waste Center to other varying points of view. I, for one, would. I look forward to hearing back from you.

Sincerely,



Arthur A. Smith

CC: V. Walton/ E. Paterson/ Town Council

**PAGE
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MEMO
June 28, 2011

To: Matt Hart, Town Manager
From: Lon Hultgren, Director of Public Works
Re: 2011 Force Account Work Schedule



Although a little late again this year, we have compiled a work schedule for the 2011 construction season to try to complete as much of the work we have been requested to (and need to) do as possible. As noted last year, this year we are again trying to concentrate on some of the maintenance tasks that have been given less attention over the past few years as the crew worked on special projects. The one special project we are undertaking with Town forces is the replacement of the Dodd Road bridge. Given below are the highlights of the work schedule by month. Please consider this listing as a guide, subject to interruptions for emergency work.

As we have many more projects this year than we have people and equipment, we will again have to defer some work until 2012. Additionally, we had to overbook our crew in the months of September and October to get needed drainage and work in the parks done, so we expect to have to work some overtime in those months. (Refer to the detailed spreadsheet for the weeks that this occurs.)

<u>April &</u>	<u>Roads</u>	<u>Grounds</u>
May	Repair plow damage to lawns, mailboxes, etc. Routine requests for service Grade dirt roads Begin mowing roadsides Complete road work on Knowlton Rd @ T.L. Spring road sand sweeping	Begin seasonal turf mowing Prep baseball fields for play Prep soccer fields for play Turf maint: (fertiliz, overseeding, aeration, etc.) Weed & mulch Town building flower beds Weekly trash hauls from recreation areas
June &		
July	Clean Ditches along roads to be resurfaced Replace guideposts along roads Roadside mowing Level and prep for road resurfacing prgrm Catch Basin Repairs Replace culvert on Gurleyville Rd near 195 Routine requests for service Install electric charging station near Town Hall	Turf mowing Baseball & soccer field maint (incl striping) Continue maintenance of Town bldg flower beds Prep bicentennial pond for opening Start Lions Club fields irrigation sys Begin final site work near Lions Club field 4 Weekly trash hauls
Aug	Clean catchbasins Finish leveling and prep work for road resurfacing program Guidepost replacement Traffic control for chipseal and overlay Sweep chipsealed roads Routine requests for service	Turf mowing Baseball & soccer field maint Prep football and field hockey fields for play Flower bed maintenance Complete final site work at Lions Club fields

Roadside Mowing
Catchbasin repairs
Drainage improvements, Woodland Rd @
Ashford Town Line
Southeast School parking lot changes

Weekly trash hauls

Sep
Clean catchbasins (CB's)
Guidepost (and other roadside fixture) maint
Grade dirt roads
Roadside mowing
Catchbasin repairs
Parking lot pavement repairs
Flush sewer lines
Clean and flush culverts
Minor paving work – curbs, driveway lips, etc

Turf mowing
Athletic field prep, striping, etc.
Turf maint – fertilization, aeration,
overseeding
Flowerbed maintenance
Weekly trash hauls
Priority park & trail projects

Oct &
Nov
Catchbasin cleaning & headwall repairs
Guideposts and other roadside maintenance
Clean ditches and grade dirt roads
Roadside tree & brush trimming
Culvert cleaning & flushing
Screen sand & gravel
Drainage repairs – Mansfield City Rd &
Gurleyville Road at Woodland
Catchbasin repairs
Replace the Dodd Road Bridge
Routine requests for service
Fire pond access maintenance
Sediment removal from ponds that receive road drainage

Final turf mowing
Final athletic field maint
Weekly trash hauls
Town building leaf pick-up
Close bicentennial pond for the season
Priority park & trail projects
Building leaf pickup
Repair Rte 275 & Sr. Center sidewalks

cc: Mark Kiefer, Supt of Public Works
Grant Meitzler, Assistant Town Engr
Tim Veillette, Project Engr
Eric Ohlund, Clerk of the Works
Curt Vincente, Director of Recreation
file



STATE OF CONNECTICUT

CONNECTICUT STATE LIBRARY

231 Capitol Avenue • Hartford, Connecticut 06106-1537



June 22, 2011

Item # 10

Town Clerk Mary Stanton
Town of Mansfield
4 South Eagleville Rd.
Mansfield, CT 06268

Re: Historic Documents Preservation Grant # 078-PD-12, Cycle 1, FY 2012

Dear Town Clerk:

The State Library is pleased to inform you that the Historic Documents Preservation Grant application for the **Town of Mansfield** in the amount of \$ **6,000.00** has been approved. To receive the grant award, the municipality must now enter into a contract with the State Library.

Please complete these two documents and return them promptly, following the enclosed instructions:

1. **Targeted Grant Contract**
2. **Certified Resolution Form**

After the contract has been signed by your Municipal Chief Executive Officer (MCEO), returned to the State Library, and signed by the State Librarian, the municipality will receive a copy of the fully executed contract. It will be mailed to the MCEO and the Town Clerk will be notified by email.

Grant work and expenditures can begin only after the municipality has received its copy of the fully executed contract. Grant award payments will be processed within 30 days after the contract is fully executed. Grant work and expenditures must be completed by June 30, 2012. The final report must be submitted by September 1, 2012.

For questions or assistance, please contact Kathy Makover at kathy.makover@ct.gov or (860) 566-1100 ext. 303. Complete grant administration requirements are provided in *Targeted Grants: Application and Guidelines, FY 2012* (www.cslib.org/publicrecords/histdoc/targ12guide.pdf)

Congratulations on the approval of your grant application.

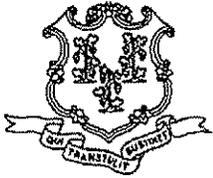
Sincerely,

LeAnn R. Power, CRM
Public Records Administrator

Encs.

cc: Town Manager Matthew W. Hart

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STATE OF CONNECTICUT
DEPARTMENT OF TRANSPORTATION



2800 BERLIN TURNPIKE, P.O. BOX 317546
NEWINGTON, CONNECTICUT 06131-7546

Phone:

Item # 11

June 21, 2011

Mr. Matthew W. Hart, Town Manager
Town Of Mansfield
4 South Eagleville Road
Storrs, Connecticut 06268

Dear Mr. Hart:

Subject: State Matching Grant Program Application

This letter confirms that the Department of Transportation (Department) has received your application for the State Matching Grant Program for Elderly and Disabled Demand Responsive Transportation for State Fiscal Year 2012. Due to the decrease in the 2012 State Budget, a 25% reduction was taken from each award. Based upon on the Department's review, your application has been approved for a grant award in the amount of \$24,053. The current agreement will expire on June 30, 2011. An agreement package will be forwarded to you in the near future.

Thank you for your efforts in submitting a timely and accurate application. Should you have any questions, please contact me at (860) 594-2834 or Aimee Marques at (860) 594-2840.

Very truly yours,

A handwritten signature in cursive script that reads "Lisa Rivers".

Lisa Rivers
Transportation Supervising Planner
Bureau of Public Transportation

cc: Kevin Grunwald
Windham Region Council of Governments

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MUNICIPAL MANAGEMENT BULLETIN



900 CHAPEL STREET, 9th FLOOR, NEW HAVEN, CT 06510-2807 PHONE (203) 498-3000 • FAX (203) 562-6314

June 23, 2011, Number 11-10

NEW ENERGY EFFICIENCY LEGISLATION AFFECTING MUNICIPALITIES

SB 1243 was passed by the 2011 General Assembly and contains various energy efficiency reform proposals that affect municipalities, including:

Energy Performance Contracting: Allowing any state agency or municipality to enter into an energy performance contract with a qualified energy services provider to produce utility or operation and maintenance cost savings.

- A state agency or municipality may implement other capital improvements in conjunction with the contracts so long as (1) they are being implemented to achieve the required cost savings and (2) the other capital improvements are in the aggregate cost-effective over the contract's term.
- Also requires the Energy Conservation Management Board to develop standardized performance contracting procedures, municipalities may use these procedures or ones they develop themselves.

Property Assessed Clean Energy (PACE): Allowing a municipality to establish a loan program for financing sustainable energy improvements to qualifying real property located within such municipality, if it determines that this is in the public interest.

- The municipality must issue a public notice and provide an opportunity for public comment before making this determination.
- The program can cover all or part of the municipality.
- Before establishing a program, the municipality must notify the electric company that serves the municipality.

Virtual Net Metering: Requiring electric companies to provide their municipal customers with virtual net metering and make any needed interconnections, including installing metering equipment, for customers who need it.

- Specifies how (1) the metering equipment must operate and (2) the electric companies must bill those who participate.
- Also requires Department of Energy and Environmental Protection, by February 1, 2012, to hold a proceeding to develop administrative processes and program specifications to implement the bill.

-over-

This bulletin has been sent to CCM-member mayors, first selectmen, and town/city managers.

Utility Road Cuts: Requiring utilities that cut and permanently patch a public highway in the course of repairs or installations, within one year after the permanent patch is made, to (1) inspect the patch, (2) make any additional repairs as may be necessary, and (3) certify to the municipality where it is located that it meets generally accepted standards of repair.

- The requirements apply to: utility companies; municipal waterworks systems; districts authorized by law to supply water (including metropolitan, municipal, and special districts); and, any other waterworks system owned, leased, maintained, operated, managed, or controlled by any unit of local government under the statutes or public or special act.
- A municipality may, by vote of its legislative body, elect not to enforce these requirements.

Potential Indirect Opportunities for Local Governments: Requiring electric companies to contract with owners and developers of zero-emission and low-emission technologies to buy renewable energy credits (RECs). (e.g. solar, wind, hydro, clean coal, natural gas)

- These contracts may provide indirect benefits to municipalities.
- CCM will continue to analyze these provisions and will keep members apprised of any developments.

##

For more information regarding this bulletin, please contact Donna Hamzy, CCM Legislative Associate, at (203) 498-3000 or at dhamzy@ccm-ct.org.

New England Water Utility Services, Inc.
93 West Main Street
Clinton, CT 06413-1600

Office: 860.669.8636
Fax: 860.669.8108



June 29, 2011

Item #13

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

Re: University of Connecticut Water System
2010 Consumer Confidence Report

Dear Mr. Hart:

Each year Community Water Systems prepare a Consumer Confidence Report that contains water quality data from water samples collected during the report year, descriptions of drinking water sources, information on source water assessments, and water system contact information, along with other information that might be of interest to consumers. We have included a copy of the 2010 Consumer Confidence Report for your use.

Please feel free to contact me at 860-664-6250 if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Peter J. Pezanko".

Peter J. Pezanko
Project Manager for the
University of Connecticut Water System

CJB/edl
enc.



University of
Connecticut

2010 Water Quality Report

Main Campus, Storrs (Public Water System ID No. CT 0780021)

Depot Campus, Mansfield (Public Water System ID No. CT 0780011)

The University is pleased to provide you with the 2010 Water Quality Report for the Main Campus Water System in Storrs and the Depot Campus Water System in Mansfield and to note that there were no water quality or monitoring reporting violations in either system in 2010. This report includes a brief overview of your drinking water supply and the results of water quality testing conducted from January through December of 2010. This "Consumer Confidence Report" is required by the Federal Safe Drinking Water Act to provide consumers with water quality information on their water supply on an annual basis. We hope this report gives you a better understanding of your water supply.

In 2010, the University continued to contract with New England Water Utility Services, Inc. (NEWUS) to provide professional management, as well as daily after-hours emergency operation and maintenance of the University's water systems. Under this contract, NEWUS provides a team of certified operations management staff for the day to day operations of the water systems; meter reading, billing and response to customer inquiries; advising on current and proposed regulatory requirements; and overseeing major maintenance and capital improvements.

In addition to providing water quality results for 2010, this report also lists many of the ongoing improvements we are making to our water systems, including:

- Continuing capital investments to improve water service with the construction of the new water tank, breaking ground on the new chemical treatment facility, new water lines, and design and permitting of the reclaimed water facility.

- Comprehensive source protection efforts to ensure the highest quality water for our water system sources.

- Completion of the *Report of the Willimantic River Study: An Analysis of the Impact of the University of Connecticut Water Supply Wells on the Fisheries Habitat of the Willimantic River.*

The University also saw continued progress toward the completion of the latest update to the University's Water Supply Plan to ensure an adequate water supply now and in the foreseeable future. After taking the unique step of inviting comments from the public on the draft Plan, the University's latest Plan was submitted to the Department of Public Health in May 2011.

In addition, the University continued in 2010 to actively develop water supply improvements and utilize more efficient water system operating procedures. The University developed a comprehensive Wellfield Management Plan that annually incorporates the results of the 2005 Fenton River Study and the 2010 Willimantic River Study into various plans and procedures for operating the University water system. There was continued focus on water conservation within the distribution system, with users on campus, and customers throughout the system. Though the more significant savings from conservation measures have already been realized, it is important to continue to reinforce the need for wise use of water. As a result of these continuing efforts, operational efficiency is improved, reliance on the Fenton River reduced, and innovative solutions have been developed to balance environmental concerns while providing system needs.

For more information concerning drinking water quality in the University systems, call week days between 8 a.m. and 5 p.m. to the University's Department of Environmental Health and Safety at 860-486-3613, or New England Water Utility Services, Inc.'s project manager at 860-486-1081, or visit our Web site at www.facilities.uconn.edu.

Regulatory Oversight

To ensure that tap water is safe to drink, the Federal Environmental Protection Agency (EPA) and the State of Connecticut Department of Public Health (DPH) established regulations that limit the amount of certain contaminants in the water provided by public water systems. Water quality testing is an ongoing process, and the frequency of testing for each parameter varies as prescribed by these drinking water regulations. Due to testing schedules, not all of these tests were required during 2009, but the most recent test data are shown in the table located on page three. Samples from the University's water systems are tested regularly at state-certified laboratories to ensure compliance with state and federal water quality standards. Water samples are collected for water quality analyses from our wells, from entry points into our systems and from sample locations within our distribution system.

Source Protection

The University is committed to protecting its wells and wellfields, and the Fenton and Willimantic Rivers, which are invaluable water resources. Pursuant to the Connecticut Environmental Policy Act (CEPA), the University completes detailed Environmental Impact Evaluations for projects based on their size, location, cost or other factors consistent with



the Generic Environmental Classification Document for State Agencies. This process, administered through the State Office of Policy and Management, provides numerous state agencies, the town of Mansfield, environmental interests, and interested citizens with an opportunity to review and comment on a project relative to its potential environmental impact. The University also cooperates with Windham Water Works regarding watershed inspections on the Main Campus. This interaction is designed to protect the Fenton River wellfield and the Fenton River, as well as the downstream reservoirs that serve the Windham Water system.

The University utilizes its aquifer mapping information to better understand the areas of groundwater recharge. This hydraulic evaluation, required by the Department of Environmental Protection (DEP), shows the critical areas of direct recharge that must be protected. The DPH, in conjunction with the DEP, has on record the Source Water Assessment Program (SWAP) report on the Fenton River and Willimantic River wells. This report evaluates potential sources of contamination near our wells. The University's wellfields have an Overall Susceptibility Rating of "LOW," the best possible rating. To ensure continued source protection however, the University will remain vigilant in protecting all of its water supply sources in the years to come. For more information regarding the SWAP report, visit the DPH's Web site at www.ct.gov/dph.

System Description

The University owns and operates the Main Campus Water System at Storrs and the Depot Campus Water System in Mansfield. Although the Main and Depot systems are interconnected, the source of water within each system can vary. The Main Campus receives water from gravel-packed wells located in the Fenton River and Willimantic River wellfields. The Depot Campus receives water only from the Willimantic River wellfield. Our wells do not pump directly from the Fenton and Willimantic Rivers; rather, the wells are located near the rivers and pump groundwater from extensive underground aquifers. As groundwater moves very slowly through the fine sands that make up these aquifers, the water is naturally filtered. The result is water of excellent chemical, physical, and bacteriological quality pumped from each wellfield. The only water treatment added is sodium hydroxide for pH adjustment and corrosion control, and chlorine for disinfection. The University continues to have an ample supply of high quality drinking water to meet the needs of its on-campus and off-campus users. In addition, it has over 7.6 million gallons of water storage capacity to meet all domestic, process, and fire protection needs. Large booster pumps help maintain adequate system pressures, and emergency generator power ensures continued operation during electric power outages.

Water Quality

As water travels over the land surface and/or through the ground, it dissolves naturally occurring minerals and, in some cases, radioactive material, and can pick up substances resulting from the presence of animals or human activity, including:

- viruses and bacteria, which may come from septic systems, livestock and wildlife;
- salts and metals, which can be natural or may result from stormwater runoff and farming;
- pesticides and herbicides, which may come from a variety of sources such as agriculture, urban stormwater runoff or lawn care;
- organic chemicals, which originate from industrial processes, gas stations, stormwater runoff and septic systems; and
- radioactive substances that can be naturally occurring.

To ensure safe tap water, EPA prescribes limits on these substances in water provided by public water systems. The presence of these contaminants does not mean that there is a health risk. The University complies with EPA and DPH water quality requirements to ensure the quality of the water delivered to consumers. There were no water quality violations in the University's systems in 2010.



Stage 2 Disinfectants and Disinfectants By-products Rule (DBPR)

The Environmental Protection Agency's Stage 2 Disinfectants and Disinfectants By-products Rule (DBPR) requires all water systems to evaluate the potential for producing elevated levels of certain "disinfectant by-products" that have potential adverse health effects. These chemical compounds can be produced by the reaction of disinfecting chemicals with naturally occurring chemical compounds found in the water. Water quality test results over eight consecutive quarterly sampling periods showed that none of the samples contained levels of disinfection by-products in excess of allowable levels. Because of these favorable sample results, both the Depot and Main Campus water systems have been designated as in compliance with the DBPR.

Educational Information

Consumer Confidence Reports are required to contain public health information for certain contaminants and compounds, even if the levels detected were less than the Maximum Contaminant Levels established for those parameters. The presence of contaminants does not necessarily indicate that the water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the EPA's Safe Drinking Water Hotline (800-426-4791).

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk for infections. These people should seek advice about drinking water from their health care providers. EPA and the Federal Center for Disease Control guidelines on reducing the risk of infection by *Cryptosporidium* and other microbial contaminants are available from EPA's Safe Drinking Water Hotline (800-426-4791).

CRYPTOSPORIDIUM. *Cryptosporidium* is a microbial parasite found in surface waters throughout the U.S. Since the University uses groundwater (wells) rather than surface water (reservoirs), the University is not required to test for *Cryptosporidium*.

COPPER & LEAD. The University currently meets regulatory requirements for both lead and copper. Lead and copper were tested in 2010 (Depot Campus) and 2008 (Main Campus), and will be tested again in 2013 (Depot Campus) and 2011 (Main Campus). None of the samples collected exceeded the Action Levels for lead or copper. Nonetheless, the University believes it is important to provide its customers with the following information regarding lead and copper:

If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. The University's Main Campus and Depot Campus water systems provide high quality drinking water, but cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap water for 30 seconds to 2 minutes before using water for drinking or cooking. If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water is available from the Safe Drinking Water Hotline or at www.epa.gov/safewater/lead.

Similarly, elevated copper levels can also have health impacts. Copper is an essential nutrient, but like lead, its levels can vary from location to location. Some people who drink water containing copper in excess of the Action Level over a relatively short period of time could experience gastrointestinal distress and may also suffer liver or kidney damage. People with Wilson's disease should consult their personal physician. If you are concerned about elevated copper levels, you may wish to have your water tested. Running your tap for 30 seconds to 2 minutes before using for drinking or cooking will significantly reduce copper levels in the water.

Water Quality Testing

The table below lists the results of water quality monitoring conducted in 2010. However, DPH allows us to monitor for some contaminants less than once per year because the concentration of the contaminants are not expected to vary much from year to year. Because of this, some of the data, though representative of the water quality, may be more than one year old. If levels were tested prior to 2010, the year is identified in parentheses. Any contaminant/compound detected in the latest round of testing is included in the table. As required by the EPA and the DPH, the University also periodically tests for "unregulated contaminants." Unregulated contaminants are those that do not yet have a drinking water standard set by EPA. The purpose of monitoring for these contaminants is to help EPA decide whether the contaminants should have a standard. The last required samples for those unregulated compounds were collected in July 2009 with all sample results below detection levels.

Water Quality Test	Main Campus					Depot Campus			Possible Contaminant Source
	MCL	MCLG	Highest Level Detected	Range of Detections	MCL Exceeded?	Highest Level Detected	Range of Detections	MCL Exceeded?	
Copper (ppm)	AL 1.3	AL 1.3	0.26 (2008)	no sample above AL	No	0.12	no sample above AL	No	Corrosion of household plumbing systems
Lead (ppb)	AL 15	AL 15	1.1 (2008)	no sample above AL	No	6	no sample above AL	No	Corrosion of household plumbing systems
Barium (ppm)	2	2	0.012 (2009)	0.0084-0.012	No	ND (2009)	ND	No	Erosion of natural deposits
Chloride (ppm)	250	NA	24 (2009)	19-24	No	24 (2009)	24	No	Erosion of natural deposits
Fluoride (ppm)	4	4	ND (2009)	ND	No	ND (2009)	ND	No	Erosion of natural deposits
Nitrate (ppm)	10	10	0.19	0.19	No	0.94	0.94	No	Runoff from fertilizer use
Nitrite (ppm)	1	1	<0.01	ND	No	ND	ND	No	Runoff from fertilizer use
Sodium (ppm)	NL=28	NA	24 (2009)	23-24	No	28 (2009)	28	No	Erosion of natural deposits
Turbidity (ntu)	TT (5 ntu)	NA	0.97	ND-0.97	No	1.19	0-1-19	No	Soil runoff, pipe sediment, or precipitation of minerals or metals
Total Coliform Bacteria	presence in >5% of mo. samples	0	0	ND	No	0	ND	No	Naturally present in the environment
Alpha Emitters (pCi/L)	15	0	ND	ND	No	ND	ND	No	Erosion of natural deposits
Combined Radium (pCi/L)	5	0	1.2	ND-1.2	No	ND	ND	No	Erosion of natural deposits
Uranium pCi/L	30	0	ND	ND	No	ND	ND	No	Erosion of natural deposits
Chlorine (ppm)	MRDL 4	MRDLG 4	1.5	0.03-1.5	No	0.51	0.03-0.51	No	Water additive used to control microbes
HAA5 (ppb) [Haloacetic acids]	60	NA	ND	ND	No	ND	ND	No	By-product of drinking water disinfection
TTHMs (ppb) [Total Trihalomethanes]	80	0	1.93	ND-1.93	No	6.5	ND-6.5	No	By-product of drinking water disinfection

Definitions and Key Terms

AL (Action Level): The concentration of a contaminant which, if exceeded, triggers treatment or other requirements which a water system must follow.

MCL (Maximum Contaminant Level): The highest level of a contaminant allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology. Typically when MCLs are exceeded a violation occurs and public notification is required.

MCLG (Maximum Contaminant Level Goal): The level of a contaminant in drinking water below which there is no known or expected health risk. MCLGs allow for a margin of safety.

MRDL (Maximum Residual Disinfection Level): The highest level of a disinfectant allowed in drinking water.

MRDLG (Maximum Residual Disinfection Level Goal): The level of a drinking water disinfectant below which there is no known or expected risk to health.

Detected Contaminant: A detected contaminant is any contaminant measured at or above a **Method Detection Level**. Just because a contaminant is detected does not mean that its MCL is exceeded or that there is a violation.

N/A: Not applicable.

ND: Not detected.

NL: Notification level.

ppb (parts per billion): One part per billion = ug/L; the equivalent of 1 penny in \$10,000,000.

ppm (parts per million): One part per million = 1 mg/l; the equivalent of 1 penny in \$10,000.

pCi/L (picocuries per liter): A measure of radioactivity.

TT (Treatment technique): A required process intended to reduce the level of a contaminant in drinking water.

<: Less than.

2010 Water System Improvement Projects

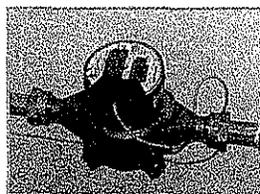
The University completed a number of important water system improvements in 2010, including:

- Construction of a new 1 million gallon water storage tank which will replace two older tanks with a net increase of 100,000 gallons of storage capacity.
- Began construction of a new water treatment building at the Willimantic wellfield. This facility will allow for the retirement of two older treatment facilities, enhance water treatment, and provide standby power for all four Willimantic wells plus the new treatment plant.
- Installation of 2700 feet of distribution pipe on the main campus to improve fire flows and system reliability.
- Design, engineering, and permitting of the reclaimed water facility.



Water Metering Program

The University has continued a system-wide metering program to promote water conservation and support sound water resource management. The installation and use of water meters to measure all water uses in the system is a fundamental tool to promote water conservation and manage water resources. Water metering allows for billing based on the actual amount of water used by each customer. Metered customer bills include a basic charge to cover the costs associated with meter reading, billing, and customer service that are provided regardless of the amount of water used, and a commodity charge based on the amount of water used. Metered customers are billed on actual use and have the water use information they need to track their conservation efforts, and control the amount of their bill by managing the amount of water they use.



Planning for the Future

In conjunction with the Town of Mansfield, the University contracted for the preparation of a Master Plan for the University's water and wastewater systems in 2007. Today that Plan still serves as a roadmap for the Town and the University and is also supplemented with the June 2010 Report on the Willimantic River Study and the preparation of the University's Water Supply Plan. As was done for the Fenton River wellfield in 2005, the University's consultant, under the guidance of multi-agency, multi-stakeholder Technical Advisory Group, completed a study to determine how water withdrawals from the Willimantic River Wellfield affect the aquatic habitat of the river in the vicinity of the wellfield. To minimize those effects, the study recommended reducing demand through the use of conservation measures at the onset of low streamflows. These recommendations were put into practice during 2010 as dry weather conditions brought about streamflows undesirable for river habitat. The Study also included supply management recommendations involving methods of managing existing potable water supplies and creating new potable and non-potable water supplies, like the reclaimed water system, to lessen the reliance on the Willimantic River Wellfield.

Throughout much of 2010 the University was preparing its Water Supply Plan as an update to the plan previously approved by DPH in 2006. The principal goals of the Plan are to: (1) ensure an adequate quantity of pure drinking water, now and in the future; (2) ensure orderly growth of the system; and (3) make efficient use of available resources. Preliminary findings were reviewed publicly in December. In order to ensure for adequate supply to meet the University's current and committed future demands over the 50-year planning horizon, the University will need to rely on limited use of the Fenton River wellfield Well D, which has the least impact on the river of the four wells, and non-potable reclaimed water for use at the Central Utility Plant.

In addition to the specific projects identified above, the University has worked cooperatively with the Water and Wastewater Advisory Committee, established in 2006 to help guide water supply and wastewater decisions for the University and the Storrs area to best meet current and future needs in the area. The ongoing Committee meetings provide regular opportunities for input from community leaders and multiple stakeholders in a public process. The Committee provides updates to the University administration and the Board of Trustees. The Water/Wastewater Advisory Committee continued to provide this important planning function throughout 2010.



Water Conservation

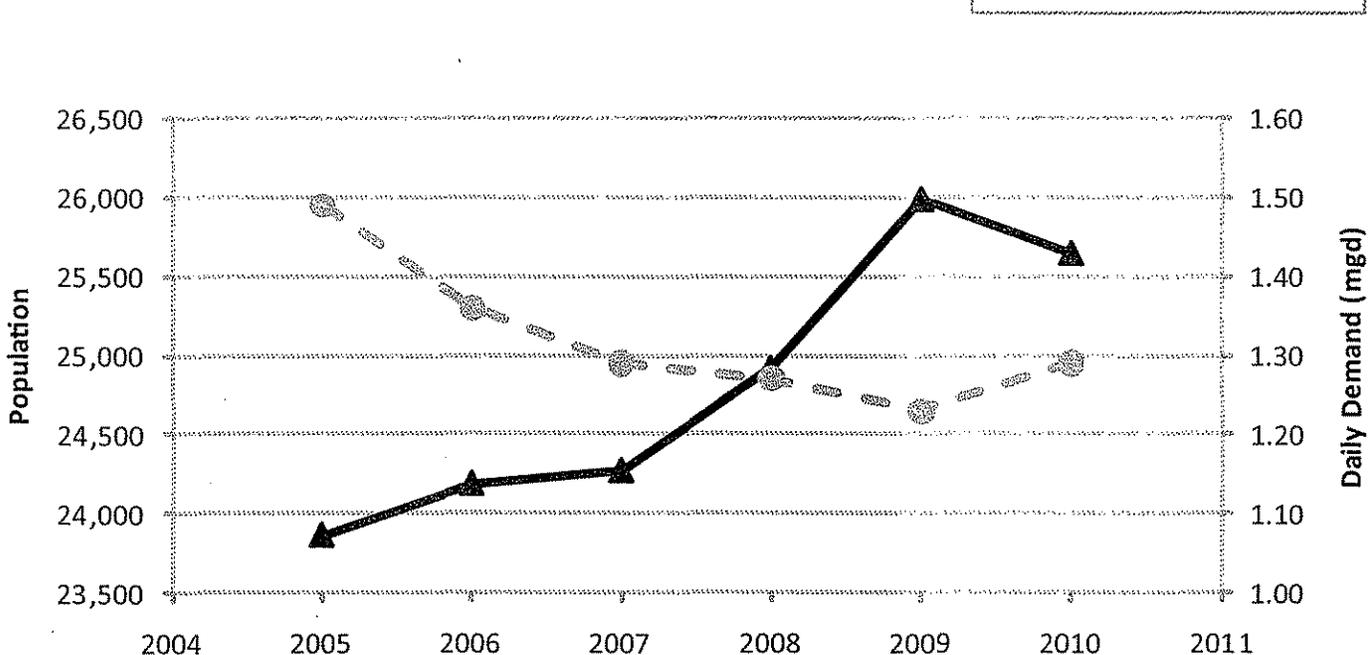
Combined Average Day Demands for the water systems have decreased from water conservation. Combined Average Day Demands for the water systems have decreased from 1.49 million gallons per day (mgd) in 2005 to 1.29 mgd in 2010. During those years student enrollment and faculty/staff increased by over 7 percent. During that period, however, the average daily water demand in our Storrs Campus water system decreased by 13 percent. These reductions in system demands did not happen by accident but were the result of deliberate actions taken by the University to conserve water. Over the years, the University has made water system operation changes to maximize water efficiencies, thereby reducing wasted water; and has completed a comprehensive water conservation program in University buildings. The University regularly invests in leak detection and repair, the installation of water-saving devices and more efficient water chillers, the replacement of old water mains, as well as the retrofit or replacement of equipment with more efficient methods. Though the more significant savings from conservation efforts may have already been realized, it is important to continue to promote conservation and reinforce the need for wise use of water.

While the per capita usage is down considerably from 2005, there was a slight increase in 2010 compared to the previous year as can be seen in the following graph. This may be due, in part, to the fact that the University experienced a higher number of main breaks in 2010. While such leaks are repaired as soon as they are identified, they can result in increased system demand that is reflected in the system production figures and the per capita usage. Further, the summer of 2010 was warmer than 2009 by 5 degree F on average in the Storrs area. The higher demand for air conditioning in core campus buildings has a direct impact on the University's water supply. To help conserve water the University also raises the thermostat set points in many of those buildings.

Conservation Tips

- Install water-efficient fixtures and equipment, such as water-saving shower heads and toilets.
- Take shorter showers.
- Turn off faucets and showers when not in use.
- Wash full loads in washing machines/dishwashers.
- Limit running water in food preparation.
- Limit outdoor watering to early mornings or evenings and do not water on windy days.
- Mulch around plants to reduce evaporation.
- Limit running water time when washing a car, or use a car wash.
- Repair leaks.
 - ◊ In UCONN dorms, promptly report leaks to your Resident Advisor.
 - ◊ In other campus buildings, report leaks to Facilities Operations at 860-486-3113.

**Storrs Campus Water System
Population vs. Daily Demand (in million gallons per day)
2005-2010**





Connecticut Council of Small Towns

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June 7, 2011

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

*Greet to see you
 at St. Clements Castle!
 BR*

Dear Matt:

As I write this letter, the Connecticut General Assembly is about to complete the regular 2011 session. Now, with the 2011 session of the legislature adjourned, COST would like to thank *you* for your strong support and grassroots advocacy.

We began this legislative year with strong messages to legislators and the Governor: “Be fair to towns” and “Do no harm”! This message was reinforced in January, when municipal leaders from throughout the state came together for COST’s annual *Connecticut Town Meeting* to discuss and vote on a COST Legislative Platform that reflected your highest-priority legislative interests. The event also featured Governor Dannel P. Malloy’s keynote speech, which was his first public policy address after being inaugurated.

Following COST’s *Connecticut Town Meeting 2011*, COST’s lobbying team “hit the ground running” when the legislative session convened to ensure your policy priorities were communicated – loud and clear! Several major policy issues important to town leaders were taken up during this session, including:

- The 2011-13 biennial budget (including statutory aid to towns), which flat-funded Educational Cost Sharing, Pequot, TAR and PILOTs, including PILOT MME grants, which were restored after being eliminated in the Governor’s proposed budget
- The state bond package (funding for LoCIP, Clean Water, Shared-Equipment Purchase and STEAP grants)
- Making the current municipal conveyance tax rate permanent
- Creation of a new Property Tax Relief grant program (funded with a portion of the revenue from the increased sales tax and the increased state portion of the Real Estate Conveyance Tax)

Last week many of our members came to Hartford for COST’s *Town Leaders’ Day at the Capitol*. Each of the four legislative leaders (House Speaker Chris Donovan, House Republican Leader Larry Cafero, Senate President Don Williams and Senate Republican Leader John McKinney) and Lt. Governor Nancy Wyman – along with numerous rank-and-file legislators – participated in the program. Like so much of what COST does, this event was intended to marshal the collective power of town leaders to influence policy decisions during the last two weeks of the session. Because the state budget had already been approved, this legislative action forum focused on the importance of the

municipal portion of the bond package and the need for mandate relief (**Note:** COST will be preparing a post-session *Town Leaders' e-Bulletin* for you that will report on the final status of these and other important measures).

This year's legislative action program has – on balance – been quite successful in many ways. However, many challenges remain and COST looks forward to championing our members' priorities during next year's legislative session. Enclosed is a COST 2011-12 membership registration form for your consideration. In addition to supporting a highly regarded advocacy program for small towns like yours, COST 2011-12 membership will provide you with:

- A comprehensive update to COST's *Connecticut Municipal Leaders' Manual* (which will reflect statutory changes affecting towns enacted by the 2011 Connecticut General Assembly)
- The 2012 COST *Town Leaders and Municipal Service Providers Directory*, in which you will be featured. The enclosed flier contains more information about these essential publications
- COST's *Town Leaders' e-Bulletin*, an essential "breaking news" information source for local government policy-makers

It's been a great pleasure working for you and your town, and we look forward to continuing this great relationship during the months ahead. Please validate and return the enclosed member information form to ensure an accurate listing in COST's directory. Thanks again for all you do.

Sincerely,



Bart Russell
Executive Director

FYI: COST's membership dues have not increased in more than 16 years.