



**TOWN OF MANSFIELD
TOWN COUNCIL MEETING
MONDAY, September 12, 2011
COUNCIL CHAMBERS
AUDREY P. BECK MUNICIPAL BUILDING
7:30 p.m.**

AGENDA

	Page
CALL TO ORDER	
ROLL CALL	
APPROVAL OF MINUTES	1
PUBLIC HEARING	
1. An Ordinance Regarding the Administration of the Town Human Resources Program (Item #3, 08-22-11 Agenda)	17
OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL	
REPORT OF THE TOWN MANAGER	
REPORTS AND COMMENTS OF COUNCIL MEMBERS	
OLD BUSINESS	
2. An Ordinance Regarding the Administration of the Town Human Resources Program (Item #3, 08-22-11 Agenda)	19
3. Community/Campus Relations (Item #3, 07-11-11 Agenda)	23
NEW BUSINESS	
4. <u>WPCA</u>, Sewer Extension to College Mart Plaza	25
5. Tropical Storm Irene Recovery Operations	51
6. HUD Community Challenge Planning Grant.....	53
7. State Department of Education – 2011/12 Minimum Budget Requirement.....	61
8. Financial Statements Dated June 30, 2011.....	69
9. Yearend Budget Transfers – FY 2010/11.....	125
DEPARTMENTAL AND COMMITTEE REPORTS	131
REPORTS OF COUNCIL COMMITTEES	
PETITIONS, REQUESTS AND COMMUNICATIONS	
10. A. Kotula re: Parcel A	155
11. R. Pollack re: Shared Library Director	159
12. K. Taylor re: Domino's.....	161

13. D. Dagon re: Certificate of Recognition	163
14. Blumenthal, Courtney Press CL&P for Comprehensive Review in Wake of Hurricane Response	165
15. Gov. Malloy Announces FEMA Disaster Recovery Center Open Across State	169
16. Storrs Center Partners Committed to Connecticut.....	171
17. American Warrior re: WWII Heroes	175
18. Connecticut Passport Agency re: Passport Day in the USA 2011.....	177
19. Leukemia & Lymphoma Society re: 2011 Light the Night Walks.....	179

FUTURE AGENDAS

EXECUTIVE SESSION

ADJOURNMENT

SPECIAL MEETING – MANSFIELD TOWN COUNCIL
August 22, 2011

Mayor Elizabeth Paterson called the special meeting of the Mansfield Town Council to order at 6:30 p.m. in the Council Chambers.

I. ROLL CALL

Present: Keane, Kochenburger, Lindsey (by phone), Moran, Paterson, Paulhus, Ryan, Schaefer, Shapiro

II. NEW BUSINESS

1. Presentation: Connecticut Light and Power re: Interstate Reliability Project
Tony Mele, Northeast Utilities Project Manager reviewed the plans and options for the Mansfield portion of the Connecticut Light and Power Interstate Reliability Project. An open house is scheduled for September 14, 2011 in the Community Center.

Mayor Paterson asked Mr. Mele to forward available links for posting on the Town's website.

III. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

No comments offered

IV. ADJOURNMENT

Mr. Paulhus moved and Mr. Kochenburger seconded to adjourn the meeting at 7:10 p.m.

Elizabeth Paterson, Mayor

Mary Stanton, Town Clerk

REGULAR MEETING – MANSFIELD TOWN COUNCIL
August 22, 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, Kochenburger, Lindsey (by phone) Moran, Paterson, Paulhus, Ryan, Schaefer, Shapiro

II. APPROVAL OF MINUTES

Mr. Paulhus moved and Mr. Ryan seconded to approve the minutes of the July 25, 2011 Special meeting. Motion passed unanimously. Mr. Paulhus moved and Ms. Keane seconded to approve the minutes of the July 28, 2011 meeting. Ms. Lindsey requested a statement be added to the minutes. The minutes, as amended, were approved by all. Ms. Moran moved and Mr. Paulhus seconded to approve the minutes of the July 25, 2011 meeting as presented. Motion passed unanimously.

III. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

Hal Abramson, Wormwood Hill Road, presented his objections to the "exploratory" proposal regarding changes to the library and asked the Council to grant the community more time to respond. (Statement attached)

Rita Braswell, former Mansfield Library Director and resident, described the book collection as being the heart of the library and its maintenance one of any Director's most encompassing and challenging jobs. Ms. Braswell expressed concern as to whether it could be accomplished on a part time basis.

Pat Hempel, Holly Drive, has been a longtime library patron and believes the library is the heart of the community. Ms. Hempel has always found the staff to be superb and responsive to the diverse needs of the Town.

Kathryn Kotula, Maple Road, commented that she was present in order to respond to any questions regarding the proposed sale on Maple Road.

Anthony Kotula, Maple Road, asked the Council to approve the sale of .154 Town owned acres as recommended by the Planning and Zoning Commission.

Pat Suprenant, Gurleyville Road, stated that she is troubled by the proposal to combine the Board of Education and the Mansfield Library as they are two separate business entities. Ms. Suprenant requested the Council ask why this is being proposed.

Sharry Goldman, Browns Road, expressed her appreciation for the work of former Mansfield Library Director Rita Braswell. Ms. Goldman asked that all citizens be made to feel free to comment on the issue of possible shared library services.

Bruce Goldman, Browns Road, expressed his concerns regarding the proposed concept of shared library services noting that the idea should have been vetted by the librarians prior to any public presentation. Mr. Goldman requested the names of the two cities identified as having a shared system be made public.

Becky Lehman, Browns Road, stated she is skeptical of the value of merging the public school and town library director positions into one. (Statement attached)

Ann Kouatly, Fern Road, noted that while there are a lot of opportunities for cooperation between the school and town libraries to expect one person to do two jobs is too onerous. Ms. Kouatly, who is a school librarian, invited Council members to her library.

Mike Sikoski, Windham, questioned the Town's denial of the Boy Scout's request to use the transfer station to collect bottles and cans.

IV. REPORT OF TOWN MANAGER

Assistant to the Town Manager Maria Capriola announced that due to the Town Manager's absence there is no report.

V. REPORTS AND COMMENTS OF COUNCIL MEMBERS

Ms. Moran reassured members of the public that the library is an important part of the community which no one wants to harm and that the Council is awaiting facts regarding the pros and cons of any proposed changes. In no situation would the Town give up control of the library.

Mr. Ryan reminded the public that no specific proposals have been identified. When options are presented there will be time to ask questions and receive additional community input.

Mr. Paulhus stated that the Council has given the Town Manager the directive to look for opportunities to regionalize.

VI. OLD BUSINESS

1. Request to Purchase Town-Owned Properties

Mayor Paterson noted a letter from Michael Taylor, the original co-developer of the land in question, in opposition to the sale was received and distributed to members.

Town Attorney Dennis O'Brien distributed his opinion as to whether the sale of the land could contain an enforceable restriction prohibiting its inclusion in the overall lot frontage and thereby eliminating further subdivisions of the Kotula land. (Opinion attached) Attorney O'Brien believes a license or lease of the land would better serve the Town.

Members discussed various options including the use of a reverter clause and/or a right of first refusal in the sales contract, the value of the map note denying subdivision opportunities, the effectiveness of a conservation easement, the probable PZC approval if the newly configured land meets all requirements, the effect of the sale on future town-owned open space parcels and the Town's obligations to enforce any contract restrictions in the courts. Members also discussed the comments in Mr. Kotula's recent correspondence in which he indicated he was denied the right to remain in the advisory committee meetings while the proposal was being discussed and that the Conservation Commission did not make him aware that his proposal was being discussed at their meeting.

Ms. Moran moved and Mr. Ryan seconded to authorize the Town Manager to enter into discussions with the current land owners regarding various kinds of leases to permit the long term agricultural use of the property but not to sell the property.

Ms. Moran, Ms. Paterson, Mr. Ryan, Mr. Schaefer and Mr. Shapiro voted in favor of the motion. Ms. Keane, Mr. Kochenburger, Ms. Lindsey, and Mr. Paulhus voted in opposition. The motion passed.

2. Petition Regarding Assisted Living

Mr. Shapiro recused himself from the discussion.

Mr. Ryan moved and Mr. Kochenburger seconded effective August 22, 2011 to issue a statement concerning the selection of a preferred developer for the Independent/Assisted Living project as presented in the packet.

Ms. Keane requested the words "of Mansfield who are able to pay current market rates" be inserted in the second paragraph of the resolution. Accepted by the maker and seconder of the motion, the motion now reads:

The Council appreciates the interest expressed by the signers of the April 15, 2011 petition and acknowledges that many in the community have been waiting for several years for an independent/assisted living facility to be built in Mansfield. Representatives of Masonicare have heard the concerns expressed by Council members and other residents regarding the specifics of this facility, and have indicated a strong interest in offering services that will meet the needs of senior residents of Mansfield who are able to pay current market rates.

Masonicare is an organization that has demonstrated an ongoing commitment to build a facility of this type, and their recent purchase of property on Maple Road serves to further solidify this commitment.

The recent addition of state funds to support the development of additional municipal water sources makes it likely that water will be available to the property on Maple Road in a period of 24-36 months.

The Request for Proposals that developers responded to and the Brecht report assumed that the independent/assisted living project would be a "market rate" facility, and that costs would not be subsidized in any way.

Nothing in the Town's designation of Masonicare as the preferred developer of an independent/assisted living facility in Mansfield prohibits another developer from building an independent/assisted living facility in Town.

The motion was approved by all those voting.

VII. NEW BUSINESS

3. An Ordinance Regarding the Administration of the Town Human Resources Program

Mr. Paulhus moved and Mr. Schaefer seconded, effective August 22, 2011 to schedule a public hearing for 7:30 PM at the Town Council's regular meeting on September 12, 2100, to solicit public comment regarding the proposed Ordinance Regarding the Administration of the Town's Human Resources Program.
Motion passed unanimously.

4. 2011 Recreational Trails Program Grant – Improving Public Access to Recreation and Natural Areas Within and Adjacent to the Mansfield Downtown

Mr. Schaefer moved and Mr. Shapiro seconded effective August 22, 2011, to resolve to seek funds not to exceed \$77,500 from the Connecticut Department of Environmental Protection's Recreational Trails Program to improve Public Accessibility and Awareness of Green Infrastructure within and adjacent to the Mansfield Downtown.
Motion passed unanimously.

5. Capital Improvement Projects – Referendum for Bond Authorization

Mr. Ryan moved and Mr. Shapiro seconded, effective August 22, 2011 to refer to the Planning and Zoning Commission for review and approval, the South Eagleville Walkway project included in the 2011/12 Capital Improvement Plan as outlined.
Motion passed unanimously.

Ms. Keane moved and Mr. Schaefer seconded to approve the following resolution:
RESOLUTION APPROPRIATING \$400,000 FOR COSTS WITH RESPECT TO REDESIGN AND CONSTRUCTION OF A WALKWAY ON SOUTH EAGLEVILLE

August 22, 2011

ROAD, AND AUTHORIZING THE ISSUE OF BONDS, NOTES AND TEMPORARY NOTES IN THE SAME AMOUNT TO FINANCE THE APPROPRIATION.

RESOLVED,

(a) That the Town of Mansfield appropriate FOUR HUNDRED THOUSAND DOLLARS (\$400,000) for costs related to the redesign and construction of a walkway on South Eagleville Road between Sycamore Drive and Maple Road, eliminating the mid-block pedestrian crossing on South Eagleville Road. The appropriation may be spent for design, survey and engineering fees, construction, acquisition, installation, material and equipment costs related to such improvements, legal fees, net temporary interest and other financing costs, and other expenses related to the project and its financing. The Town Manager is authorized to determine the scope and particulars of the project and may reduce or modify the scope of the project; and the entire appropriation may be spent on the project as so reduced or modified.

(b) That the Town issue its bonds or notes, in an amount not to exceed FOUR HUNDRED THOUSAND DOLLARS (\$400,000) to finance the appropriation for the project. The amount of bonds or notes authorized shall be reduced by the amount of grants received by the Town for the project to the extent that such grants are not separately appropriated to pay additional project costs. The bonds or notes shall be issued pursuant to Section 7-369 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town.

(c) That the Town issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes or the receipt of grants for the project. The amount of the notes outstanding at any time shall not exceed FOUR HUNDRED THOUSAND DOLLARS (\$400,000). The notes shall be issued pursuant to Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the Town and shall be secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of the General Statutes with respect to any notes that do not mature within the time permitted by said Section 7-378.

(d) The Town Manager, the Director of Finance and the Treasurer, or any two of them, shall sign any bonds, notes or temporary notes by their manual or facsimile signatures. The law firm of Day Pitney LLP is designated as bond counsel to approve the legality of the bonds, notes or temporary notes. The Town Manager, the Director of Finance and the Treasurer, or any two of them, are authorized to determine the amount, date, interest rates, maturities, redemption provisions, form and other details of the bonds, notes or temporary notes; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds, notes or temporary notes to provide for the keeping of a record of the bonds, notes or temporary notes; to designate a financial advisor to the Town in connection with the sale of the bonds, notes or temporary notes; to sell the bonds, notes or temporary notes at public or private sale; to deliver the bonds, notes or temporary notes; and to perform all other acts which are necessary or appropriate to issue the bonds, notes or temporary notes.

(e) That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 and, if applicable, pursuant to Section 54A (d) of the Internal Revenue Code of 1986, as amended, that project costs may be paid from temporary advances of available funds and that the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The Town Manager,

August 22, 2011

the Director of Finance and the Treasurer, or any two of them, are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds, notes or temporary notes authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

(f) That the Town Manager, the Director of Finance and the Treasurer, or any two of them, are authorized to make representations and enter into written agreements for the benefit of holders of the bonds, notes or temporary notes authorized by this resolution to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds, notes or temporary notes.

(g) That the Town Manager, the Director of Finance, the Treasurer and other proper officers and officials of the Town are authorized to take all other action which is necessary or desirable to complete the projects and to issue bonds or notes and temporary notes and obtain grants, if available, to finance the aforesaid appropriation.

Motion passed with all present voting in the affirmative.

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

RESOLUTION INCREASING BY \$350,000 THE APPROPRIATION FOR COSTS WITH RESPECT TO DESIGN OF PORTIONS OF THE FOUR CORNERS AREA WATER AND SEWER SYSTEMS, AND AUTHORIZING THE ISSUE OF BONDS, NOTES AND OBLIGATIONS AND TEMPORARY NOTES AND OBLIGATIONS IN THE SAME AMOUNT TO FINANCE THE APPROPRIATION.

RESOLVED,

(a) That the Town of Mansfield increase by THREE HUNDRED FIFTY THOUSAND DOLLARS (\$350,000) the prior appropriation of \$330,000 approved at Special Town Meeting and by Town Council June 28, 2010, for an aggregate appropriation of \$680,000 for costs related to the study, design and permitting of the sewer and water systems for the Four Corners area. The appropriation may be spent for design; survey, engineering and permitting fees, and other consultant fees related to such improvements, legal fees, net temporary interest and other financing costs, and other expenses related to the project and its financing. The Town Manager is authorized to determine the scope and particulars of the project and may reduce or modify the scope of the project; and the entire appropriation may be spent on the project as so reduced or modified.

(b) That the Town increase by THREE HUNDRED FIFTY THOUSAND DOLLARS (\$350,000) the bonds, notes or obligations to finance the appropriation for the project. The amount of bonds, notes or obligations authorized shall be reduced by the amount of grants received by the Town for the project and applied to pay project costs. The bonds or notes shall be issued pursuant to Section 7-259, Section 7-234 or Sections 22a-475 to 22a-483 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts, as applicable. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town. Due to the issuance of \$330,000 General Obligation Bonds, Issue of 2011, dated March 22, 2011, the aggregate amount of bonds, notes or obligations remaining authorized but unissued shall be \$350,000.

August 22, 2011

(c) That the Town increase by Three hundred fifty THOUSAND DOLLARS (\$350,000) the temporary notes or interim funding obligations to be issued from time to time in anticipation of the receipt of the proceeds from the sale of the bonds, notes, or obligations for the project and the receipt of project grants. Due to the issuance of \$330,000 General Obligation Bonds, Issue of 2011, dated March 22, 2011, the aggregate amount of notes or interim funding obligations outstanding at any time shall not exceed \$350,000. The notes shall be issued pursuant to Sections 7-264 and 7-378, or Sections 22a-475 to 22a-483 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes or obligations shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a and 7-378b of the General Statutes with respect to any temporary notes if the notes do not mature within the time permitted by said Sections 7-264 or 7-378, and the Town shall comply with the provisions of Section 22a-479(c) with respect to any interim funding obligations.

(d) The Town Manager, the Director of Finance and the Treasurer, or any two of them, shall sign any bonds, notes or temporary notes by their manual or facsimile signatures. The law firm of Day Pitney LLP is designated as bond counsel to approve the legality of the bonds, notes or temporary notes. The Town Manager, the Director of Finance and the Treasurer, or any two of them, are authorized to determine the amount, date, interest rates, maturities, redemption provisions, form and other details of the bonds, notes or temporary notes; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds, notes or temporary notes to provide for the keeping of a record of the bonds, notes or temporary notes; to designate a financial advisor to the Town in connection with the sale of the bonds, notes or temporary notes; to sell the bonds, notes or temporary notes at public or private sale; to deliver the bonds, notes or temporary notes; and to perform all other acts which are necessary or appropriate to issue the bonds, notes or temporary notes.

(e) That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 and, if applicable, pursuant to Section 54A (d) of the Internal Revenue Code of 1986, as amended, that project costs may be paid from temporary advances of available funds and that the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The Town Manager, the Director of Finance and the Treasurer, or any two of them, are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds, notes or temporary notes authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

(f) That the Town Manager, the Director of Finance and the Treasurer, or any two of them, are authorized to make representations and enter into written agreements for the benefit of holders of the bonds, notes or temporary notes authorized by this resolution to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds, notes or temporary notes.

(g) That the Town Manager, the Director of Finance, the Treasurer and other proper officers and officials of the Town are authorized to take all other action which is necessary or desirable to complete the projects and to issue bonds or notes and temporary notes and obtain grants, if available, to finance the aforesaid appropriation.

August 22, 2011

Motion passed with all present voting in the affirmative.

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

RESOLUTION ESTABLISHING A REFERENDUM FOR REDESIGN AND CONSTRUCTION OF A WALKWAY ON SOUTH EAGLEVILLE ROAD, AND AUTHORIZING THE ISSUE OF BONDS, NOTES AND TEMPORARY NOTES IN THE SAME AMOUNT TO FINANCE THE APPROPRIATION.

RESOLVED,

(a) That pursuant to Sections 406 and 407 of the Town Charter the resolution adopted by the Council under Item 5 of this meeting, appropriating \$400,000 for redesign and construction of a walkway on South Eagleville Road, and authorizing the issue of bonds and notes and temporary notes to finance the appropriation, shall be submitted to the voters at referendum to be held on Tuesday, November 8, 2011 in conjunction with the election to be held on that date, in the manner provided by said Charter and the Connecticut General Statutes, Revision of 1958, as amended, including the procedures set out in Section 9-369d(b)(2) of said Statutes, and in accordance with "Ordinance Regarding the Right of Voters Who Are Not Electors to Vote at Referenda Held in Conjunction with an Election", adopted by the Mansfield Town Council on August 25, 1997.

(b) That the aforesaid resolution shall be placed upon the paper ballots or voting machines under the following heading:

"SHALL THE TOWN OF MANSFIELD APPROPRIATE \$400,000 FOR REDESIGN AND CONSTRUCTION OF A WALKWAY ON SOUTH EAGLEVILLE ROAD, AND AUTHORIZE THE ISSUE OF BONDS AND NOTES IN THE SAME AMOUNT TO DEFRAID SAID APPROPRIATION?"

Voters approving the resolution will vote "Yes" and those opposing said resolution shall vote "No".

(c) That the Town Clerk shall publish notice of such referendum vote as part of the notice of the election to be held on November 8, 2011. Absentee ballots will be available from the Town Clerk's office.

(d) That, in their discretion, the Town Clerk is authorized to prepare a concise explanatory text regarding the resolution and the Town Manager is authorized to prepare additional explanatory materials regarding the resolution, such text and explanatory material to be subject to the approval of the Town Attorney and to be prepared and distributed in accordance with Section 9-369b of the General Statutes of Connecticut, Revision of 1958, as amended.

RESOLUTION ESTABLISHING A REFERENDUM FOR THE DESIGN OF PORTIONS OF THE FOUR CORNERS AREA WATER AND SEWER SYSTEMS, AND AUTHORIZING THE ISSUE OF BONDS, NOTES AND OBLIGATIONS AND TEMPORARY NOTES AND OBLIGATIONS IN THE SAME AMOUNT TO FINANCE THE APPROPRIATION.

RESOLVED,

(a) That pursuant to Sections 406 and 407 of the Town Charter the resolution adopted by the Council under Item 5 of this meeting, appropriating an additional \$350,000 for the study, design and permitting of the sewer and water systems for the Four Corners area, and authorizing the issue of bonds and notes and temporary notes to finance the appropriation, shall be submitted to the voters at referendum to be held on Tuesday, November 8, 2011 in conjunction with the election to be held on that date, in the manner provided by said Charter and the Connecticut General Statutes, Revision of 1958, as amended, including the procedures set out in Section 9-369d(b)(2) of said Statutes, and in accordance with "Ordinance Regarding the Right of Voters Who Are Not Electors to Vote at Referenda Held in Conjunction with an Election", adopted by the Mansfield Town Council on August 25, 1997.

(b) That the aforesaid resolution shall be placed upon the paper ballots or voting machines under the following heading:

"SHALL THE TOWN OF MANSFIELD INCREASE BY \$350,000 THE APPROPRIATION FOR THE DESIGN OF PORTIONS OF THE FOUR CORNERS AREA WATER AND SEWER SYSTEMS, AND AUTHORIZE THE ISSUE OF BONDS AND NOTES IN THE SAME AMOUNT TO DEFRAY SAID APPROPRIATION?"

Voters approving the resolution will vote "Yes" and those opposing said resolution shall vote "No".

(c) That the Town Clerk shall publish notice of such referendum vote as part of the notice of the election to be held on November 8, 2011. Absentee ballots will be available from the Town Clerk's office.

(d) That, in their discretion, the Town Clerk is authorized to prepare a concise explanatory text regarding the resolution and the Town Manager is authorized to prepare additional explanatory materials regarding the resolution, such text and explanatory material to be subject to the approval of the Town Attorney and to be prepared and distributed in accordance with Section 9-369b of the General Statutes of Connecticut, Revision of 1958, as amended.

The resolutions passed with all present voting in the affirmative.

6. Capital Improvement Projects – Town Meeting for Bond Authorization

Ms. Keane moved and Mr. Paulhus seconded to approve the following resolution:
RESOLUTION APPROPRIATING \$210,000 FOR COSTS WITH RESPECT TO ACQUISITION OF AN AMBULANCE, AND AUTHORIZING THE ISSUE OF BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE THE APPROPRIATION.

RESOLVED,

(a) That the Town of Mansfield appropriate TWO HUNDRED TEN THOUSAND DOLLARS (\$210,000) for costs with respect to the acquisition of an ambulance to replace Ambulance 607. The appropriation may be spent for acquisition costs, legal fees, net temporary interest and other financing costs, and other expenses related to the project and its financing. The Town Manager is authorized to determine the scope and

particulars of the project and may reduce or modify the scope of the project; and the entire appropriation may be spent on the project as so reduced or modified.

(b) That the Town issue its bonds or notes in an amount not to exceed TWO HUNDRED TEN THOUSAND DOLLARS (\$210,000) to finance the appropriation for the project. The amount of bonds or notes authorized shall be reduced by the amount of grants received by the Town for the project and applied to pay project costs. The bonds or notes shall be issued pursuant to Section 7-369 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts, as applicable. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town.

(c) That the Town issue and renew its temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds, notes, or obligations for the project and the receipt of project grants. The amount of the notes outstanding at any time shall not exceed TWO HUNDRED TEN THOUSAND DOLLARS (\$210,000). The notes shall be issued pursuant to Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes or obligations shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of the General Statutes with respect to any temporary notes if the notes do not mature within the time permitted by said Section 7-378.

(d) The Town Manager, the Director of Finance and the Treasurer, or any two of them, shall sign any bonds, notes or temporary notes by their manual or facsimile signatures. The law firm of Day Pitney LLP is designated as bond counsel to approve the legality of the bonds, notes or temporary notes. The Town Manager, the Director of Finance and the Treasurer, or any two of them, are authorized to determine the amount, date, interest rates, maturities, redemption provisions, form and other details of the bonds, notes or temporary notes; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds, notes or temporary notes to provide for the keeping of a record of the bonds, notes or temporary notes; to designate a financial advisor to the Town in connection with the sale of the bonds, notes or temporary notes; to sell the bonds, notes or temporary notes at public or private sale; to deliver the bonds, notes or temporary notes; and to perform all other acts which are necessary or appropriate to issue the bonds, notes or temporary notes.

(e) That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that (except to the extent reimbursed from grant moneys) the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The Town Manager, the Director of Finance and the Treasurer, or any two of them, are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds, notes or temporary notes authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

(f) That the Town Manager, the Director of Finance and the Treasurer, or any two of them, are authorized to make representations and enter into written agreements for the benefit of holders of the bonds, notes or temporary notes authorized by this resolution to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds, notes or temporary notes.

August 22, 2011

(g) That the Town Manager, the Director of Finance, the Treasurer and other proper officers and officials of the Town are authorized to take all other action which is necessary or desirable to complete the project and to issue bonds, notes or temporary notes to finance the project.

The resolution passed with all those present voting in the affirmative.

Ms. Keane moved and Mr. Paulhus seconded to approve the following resolution:

RESOLUTION APPROPRIATING \$150,000 FOR COSTS WITH RESPECT TO ACQUISITION OF A FRONT-LINE DUMP/PLOW TRUCK, AND AUTHORIZING THE ISSUE OF BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE THE APPROPRIATION.

RESOLVED,

(a) That the Town of Mansfield appropriate ONE HUNDRED FIFTY THOUSAND DOLLARS (\$150,000) for costs with respect to the acquisition of a front-line dump/plow truck. The appropriation may be spent for acquisition costs, legal fees, net temporary interest and other financing costs, and other expenses related to the project and its financing. The Town Manager is authorized to determine the scope and particulars of the project and may reduce or modify the scope of the project; and the entire appropriation may be spent on the project as so reduced or modified.

(b) That the Town issue its bonds or notes in an amount not to exceed ONE HUNDRED FIFTY THOUSAND DOLLARS (\$150,000) to finance the appropriation for the project. The amount of bonds or notes authorized shall be reduced by the amount of grants received by the Town for the project and applied to pay project costs. The bonds or notes shall be issued pursuant to Section 7-369 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts, as applicable. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town.

(c) That the Town issue and renew its temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds, notes, or obligations for the project and the receipt of project grants. The amount of the notes outstanding at any time shall not exceed ONE HUNDRED FIFTY THOUSAND DOLLARS (\$150,000). The notes shall be issued pursuant to Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes or obligations shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of the General Statutes with respect to any temporary notes if the notes do not mature within the time permitted by said Section 7-378.

(d) The Town Manager, the Director of Finance and the Treasurer, or any two of them, shall sign any bonds, notes or temporary notes by their manual or facsimile signatures. The law firm of Day Pitney LLP is designated as bond counsel to approve the legality of the bonds, notes or temporary notes. The Town Manager, the Director of Finance and the Treasurer, or any two of them, are authorized to determine the amount, date, interest rates, maturities, redemption provisions, form and other details of the bonds, notes or temporary notes; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds, notes or temporary notes to provide for the keeping of a record of the bonds, notes or temporary notes; to designate a financial advisor to the Town in connection with the sale of the bonds, notes or temporary notes; to sell the bonds, notes or temporary notes at public or

August 22, 2011

private sale; to deliver the bonds, notes or temporary notes; and to perform all other acts which are necessary or appropriate to issue the bonds, notes or temporary notes.

(e) That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that (except to the extent reimbursed from grant moneys) the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The Town Manager, the Director of Finance and the Treasurer, or any two of them, are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds, notes or temporary notes authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

(f) That the Town Manager, the Director of Finance and the Treasurer, or any two of them, are authorized to make representations and enter into written agreements for the benefit of holders of the bonds, notes or temporary notes authorized by this resolution to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds, notes or temporary notes.

(g) That the Town Manager, the Director of Finance, the Treasurer and other proper officers and officials of the Town are authorized to take all other action which is necessary or desirable to complete the project and to issue bonds, notes or temporary notes to finance the project.

The resolution passed with all those present voting in the affirmative.

Ms. Keane moved and Mr. Ryan seconded to approve the following resolution:

RESOLUTION APPROPRIATING \$45,000 FOR COSTS WITH RESPECT TO ACQUISITION OF A SMALL DUMP TRUCK AND SANDERS, AND AUTHORIZING THE ISSUE OF BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE THE APPROPRIATION.

RESOLVED,

(a) That the Town of Mansfield appropriate FORTY-FIVE THOUSAND DOLLARS (\$45,000) for costs with respect to the acquisition of a small dump truck and sanders. The appropriation may be spent for acquisition costs, legal fees, net temporary interest and other financing costs, and other expenses related to the project and its financing. The Town Manager is authorized to determine the scope and particulars of the project and may reduce or modify the scope of the project; and the entire appropriation may be spent on the project as so reduced or modified.

(b) That the Town issue its bonds or notes in an amount not to exceed FORTY-FIVE THOUSAND DOLLARS (\$45,000) to finance the appropriation for the project. The amount of bonds or notes authorized shall be reduced by the amount of grants received by the Town for the project and applied to pay project costs. The bonds or notes shall be issued pursuant to Section 7-369 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts, as applicable. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town.

August 22, 2011

(c) That the Town issue and renew its temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds, notes, or obligations for the project and the receipt of project grants. The amount of the notes outstanding at any time shall not exceed FORTY-FIVE THOUSAND DOLLARS (\$45,000). The notes shall be issued pursuant to Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes or obligations shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of the General Statutes with respect to any temporary notes if the notes do not mature within the time permitted by said Section 7-378.

(d) The Town Manager, the Director of Finance and the Treasurer, or any two of them, shall sign any bonds, notes or temporary notes by their manual or facsimile signatures. The law firm of Day Pitney LLP is designated as bond counsel to approve the legality of the bonds, notes or temporary notes. The Town Manager, the Director of Finance and the Treasurer, or any two of them, are authorized to determine the amount, date, interest rates, maturities, redemption provisions, form and other details of the bonds, notes or temporary notes; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds, notes or temporary notes to provide for the keeping of a record of the bonds, notes or temporary notes; to designate a financial advisor to the Town in connection with the sale of the bonds, notes or temporary notes; to sell the bonds, notes or temporary notes at public or private sale; to deliver the bonds, notes or temporary notes; and to perform all other acts which are necessary or appropriate to issue the bonds, notes or temporary notes.

(e) That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that (except to the extent reimbursed from grant moneys) the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The Town Manager, the Director of Finance and the Treasurer, or any two of them, are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds, notes or temporary notes authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

(f) That the Town Manager, the Director of Finance and the Treasurer, or any two of them, are authorized to make representations and enter into written agreements for the benefit of holders of the bonds, notes or temporary notes authorized by this resolution to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds, notes or temporary notes.

(g) That the Town Manager, the Director of Finance, the Treasurer and other proper officers and officials of the Town are authorized to take all other action which is necessary or desirable to complete the project and to issue bonds, notes or temporary notes to finance the project.

The resolution passed with all those present voting in the affirmative.

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

August 22, 2011

RESOLUTION CALLING TOWN MEETING FOR COSTS WITH RESPECT TO ACQUISITION OF AN AMBULANCE, AND AUTHORIZING THE ISSUE OF BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE THE APPROPRIATION.

RESOLVED, That pursuant to Sections 406 and 407 of the Town Charter, the resolution adopted by the Council under Item 6 of this meeting, appropriating \$210,000 for costs with respect to the acquisition of an ambulance and authorizing the issue of bonds and notes and temporary notes to finance the appropriation, shall be submitted to a Special Town Meeting to be held Monday, September 26, 2011, which Town Meeting the Town Council hereby authorizes the Mayor to call.

RESOLUTION CALLING TOWN MEETING WITH RESPECT TO COSTS FOR ACQUISITION OF A FRONT-LINE DUMP/PLOW TRUCK, AND AUTHORIZING THE ISSUE OF BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE THE APPROPRIATION.

RESOLVED, That pursuant to Sections 406 and 407 of the Town Charter, the resolution adopted by the Council under Item 6 of this meeting, appropriating \$150,000 for costs with respect to acquisition of a dump truck and authorizing the issue of bonds and notes and temporary notes to finance the appropriation, shall be submitted to a Special Town Meeting to be held Monday, September 26, 2011, which Town Meeting the Town Council hereby authorizes the Mayor to call.

RESOLUTION CALLING TOWN MEETING WITH RESPECT TO COSTS FOR ACQUISITION OF A SMALL DUMP TRUCK AND SANDERS, AND AUTHORIZING THE ISSUE OF BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE THE APPROPRIATION.

RESOLVED, That pursuant to Sections 406 and 407 of the Town Charter, the resolution adopted by the Council under Item 6 of this meeting, appropriating \$45,000 for costs with respect to acquisition of a small dump truck and authorizing the issue of bonds and notes and temporary notes to finance the appropriation, shall be submitted to a Special Town Meeting to be held Monday, September 26, 2011, which Town Meeting the Town Council hereby authorizes the Mayor to call.

The resolutions passed with all those present voting in the affirmative.

The Town Meeting will be advertised in the library, on the website and in town hall.

7. DOT Construction Agreements – Storrs Road and Dog Lane Improvement Projects

Mr. Paulhus moved and Mr. Shapiro seconded to approve the following resolution:

RESOLVED, that Matthew W. Hart, is hereby authorized to sign the agreement entitled: "Agreement between the State of Connecticut and the Town of Mansfield for the Construction, Inspection, and Maintenance of Storrs Road Improvements utilizing Federal Funds under the High Priority Projects Program and the Enhancement Component of the Surface Transportation Program".

August 22, 2011

Motion passed with all in favor except Ms. Keane who voted no.

Mr. Shapiro moved and Mr. Paulhus seconded to approve the following resolution:

RESOLVED, that Matthew W. Hart, Town Manager, be and hereby authorized to sign the agreement entitled: "Agreement between the State of Connecticut and the Town of Mansfield for the Construction, Inspection, and Maintenance of Dog Lane Utilizing Federal Funds under the Surface Transportation Program".

Motion passed with all in favor except Ms. Keane who voted no.

VIII. DEPARTMENTAL AND COMMITTEE REPORTS

No comments

IX. REPORTS OF COUNCIL COMMITTEES

The Council agreed to refer the questions raised by Mr. Kotula's letter concerning his reported exclusion from advisory committee meetings to the Committee on Committees. Mr. Shapiro, Chair of the Committee on Committees, agreed the Committee would look into the raised concerns.

X. PETITIONS, REQUEST AND COMMUNICATIONS

8. H. Abramson re: Understanding a public library's role (Chronicle 8/10/11)
9. B. Goldman re: Shared Library Services
- 10.A. Kouatly re: Shared Library Services
- 11.R. Sallee re: Thank you
- 12.Friends of the Mansfield Library, August 2, 2011 Minutes
- 13.M. Hart Letter to A. Smith re: Bottle Redemption and the Boy Scouts
- 14.M. Hart re: Appointments to Mansfield Conservation Commission
- 15.L. Hultgren re: Replacement of Stone Mill Road Bridge
- 16.Job Fair: Storrs Center Downtown Project
- 17.Legal Notices: Receipt of certification of party-endorsed candidates for municipal offices including notice of "underendorsement" for some offices
- 18.CIRMA re: Town of Mansfield and BOE receive Members' Equity Distribution check from CIRMA
- 19.Connecticut Water Company re: 2010 Water Quality Report
- 20.Council on Environmental Quality re: Public Forum
- 21.GFOA re: Certificate of Achievement for Excellence in Financial Reporting
- 22.Nagasaki Peace Declaration

XI. FUTURE AGENDAS

XII. ADJOURNMENT

Motion passed unanimously.

Elizabeth Paterson, Mayor

Mary Stanton, Town Clerk

PAGE
BREAK

LEGAL NOTICE
TOWN OF MANSFIELD
PUBLIC HEARING September 12, 2011

The Mansfield Town Council will hold a public hearing at 7:30 PM at their regular meeting at 4 South Eagleville Road on September 12, 2011 to solicit public comments regarding the proposed Ordinance Regarding the Administration of the Town's Human Resources Programs.

At this hearing persons may address the Town Council and written communications may be received. Copies of said proposals are on file and available at the Town Clerk's office: 4 South Eagleville Road, Mansfield, CT 06268. A copy of the proposed ordinance is posted on the Town's website (mansfieldct.gov).

Dated at Mansfield Connecticut this 29th day of August, 2011.

Mary Stanton
Town Clerk

PAGE
BREAK



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *Matt H*
CC: Maria Capriola, Assistant to Town Manager; Dennis O'Brien, Town Attorney
Date: September 12, 2011
Re: Ordinance Regarding the Administration of the Town's Human Resources Program

Subject Matter/Background

At Monday's meeting, the Town Council will conduct a public hearing on the Ordinance Regarding the Administration of the Town's Human Resources Program. This item has been placed on the Council's agenda as old business to allow the Council to debrief the public hearing.

As you will recall, section C602 of the Town Charter reads as follows:

Consistent with all applicable federal and state laws, the Town Council shall provide by ordinance for the establishment, regulation, and maintenance of personnel policies necessary for effective administration of the Town's departments, offices and agencies, including but not limited to classification and pay plans, merit systems, examinations, force reduction, removals, working conditions, provisional and exempt appointments, in-service training, grievances and relationships with employee organizations, including collective bargaining units.

To comply with this section of the Charter, the Personnel Committee, at its July 22, 2011 meeting, endorsed the attached draft Ordinance Regarding the Administration of the Town's Human Resources Program.

Legal Review

The Town Attorney has reviewed and approved the form of the draft ordinance.

Recommendation

The Council may wish to delay action on this item to consider issues raised in the public hearing or to allow time to make revisions.

If the Council wishes instead to take action and accept the proposed ordinance, the following motion is in order:

Move, effective September 12, 2011, to accept the proposed Ordinance Regarding the Administration of the Town's Human Resources Program, which ordinance shall be effective 21 days after publication in a newspaper having circulation within the Town of Mansfield.

Attachments

- 1) Draft Ordinance Regarding the Administration of the Town Human Resources Program, dated July 22, 2011



**Town of Mansfield
Code of Ordinances**

An Ordinance Regarding the Administration of the Town Human Resources Program

July 22, 2011 Draft

Title

This chapter shall be known and may be cited as “An Ordinance Regarding the Administration of the Town Human Resources Program” or the “Human Resources Administration Ordinance.”

Legislative Authority

This chapter is enacted pursuant to certain provisions of Town Charter section C602.

Purpose

The purpose of this chapter is to provide by ordinance for the establishment, regulation and maintenance of human resources policies necessary for the effective administration of the Town’s departments, offices and agencies, as required by Town Charter section C602.

Administration of Human Resources Program

Consistent with the responsibility of the Town Manager to the Town Council per section C502 of the Charter of the Town of Mansfield for the supervision, direction and administration of all municipal departments, agencies and offices, the Town Manager is responsible for the establishment and maintenance of the comprehensive human resources program of the Town, in accordance with merit principles per Charter section C601, relevant state and federal requirements, and best practices. Components of the Human Resources Program include but are not limited to: classification and compensation; employee benefits administration; employee training and development; labor relations; policy development and compliance; recruitment and retention of employees; and risk management. Specific rules and regulations governing the human resources program are set forth in the Personnel Rules, collective bargaining agreements, and other personnel policies of the Town, as amended.

PAGE
BREAK



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant to Town Manager
Date: September 12, 2011
Re: Community/Campus Relations

Subject Matter/Background

I will be introducing Mansfield's new Resident Trooper Supervisor, Sergeant Richard Cournoyer, to the Council at Monday's meeting. Sergeant Cournoyer comes to Mansfield with over fourteen years of experience with the State Police as well as fourteen years of management experience in the private sector. I look forward to working with him on Mansfield's continuing initiatives surrounding quality of life and police services.

Sergeant Cournoyer and I will also brief the Council regarding off-campus parties that have occurred since the start of the school year.

PAGE
BREAK



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *Matt*
CC: Maria Capriola, Assistant to Town Manager; Lon Hultgren, Director of Public Works; Cherie Trahan, Director of Finance; Linda Painter, Director of Planning and Development
Date: September 12, 2011
Re: WPCA, Sewer Extension to College Mart Plaza

Subject Matter/Background

The Town has been approached by U.S. Properties, Inc, which manages the College Mart Plaza (Staples Center) at 82-86 Storrs Road, with a request to extend (at the owner's expense) the sewer line on Storrs Road/Route 195 that currently terminates in front of Champagne Motors by approximately 400 feet to serve two new tenants in this plaza. U.S. Properties' request is attached, as is a portion of their submitted plan.

According to Section 159 of the Mansfield Code, the Water Pollution Control Authority (WPCA) may grant such an extension under a "developer's permit agreement;" however, the request must first be referred to the planning and zoning commission (PZC) under section 8-24 of the Connecticut General Statutes.

Staff has reviewed this request, and with minor plan modifications, believes it can be approved by the WPCA, subject to a sewer assessment charge which will be prepared and levied on the property after the required public hearing for the assessment. (The assessment process does not have to be completed prior to the sewer line work; the Town's past practice has been to levy the assessment after it has been calculated by the engineering office.) As such we recommend this matter be referred to the PZC for its section 8-24 review.

Financial Impact

The Town will have to maintain this new section of sewer, but will receive a sewer assessment connection charge from the property as well as ongoing user fees which will offset this cost. (Mansfield maintains approximately four miles of sewers in this system under contract with the Town of Windham.)

Legal Review

Staff consulted with the Town Attorney in regards to the process of receiving and acting on this request. He concurs that Section 159-14C of the Mansfield Code provides for the approval of a developer's permit agreement to extend the Town sewer line to serve

this plaza and that a public hearing will be required before the assessment can be levied on the property.

Recommendation

Council's action to refer this matter to the PZC is respectfully requested.

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

Move, effective September 12, 2011, to refer the proposed sewer extension to College Mart Plaza to the Planning and Zoning Commission for review pursuant to Section 8-24 of the Connecticut General Statutes.

Attachments

- 1) U.S. Properties, Inc. letter dated August 25, 2011
- 2) Plan excerpt showing proposed sewer line extension
- 3) Section 159, *Mansfield Code of Ordinances*

U.S. Properties, Inc.

5 Shaw's Cove, Suite 200, New London, CT 06320
860-437-0101 Office 860-440-0721 Fax
www.uspropinc.com

August 25, 2011

C 860
912-8797

Lon R. Hultgren
P.E., Director/Town Engineer
Dept of Public Works
Mansfield, Town of
4 South Eagleville Road
Mansfield, CT 06268

HultgrenLR@Mansfieldct.org

RE: Municipal Sanitary Extension to
82-86 Storrs Rd
Mansfield, CT

Dear Mr. Hultgren:

The owners, College Mart, of the shopping center known as Staples Center located at 82-86 Storrs Rd. requests permission to extend, at the owner's expense, the municipal sewer to the shopping center.

The sanitary sewer as designed by Towne Engineering is sized to serve the existing shopping center and a possible expansion as shown on the attached 2 sets of plans. The sanitary sewer will initially serve Petco and the end cap store of 1,440 S.F.

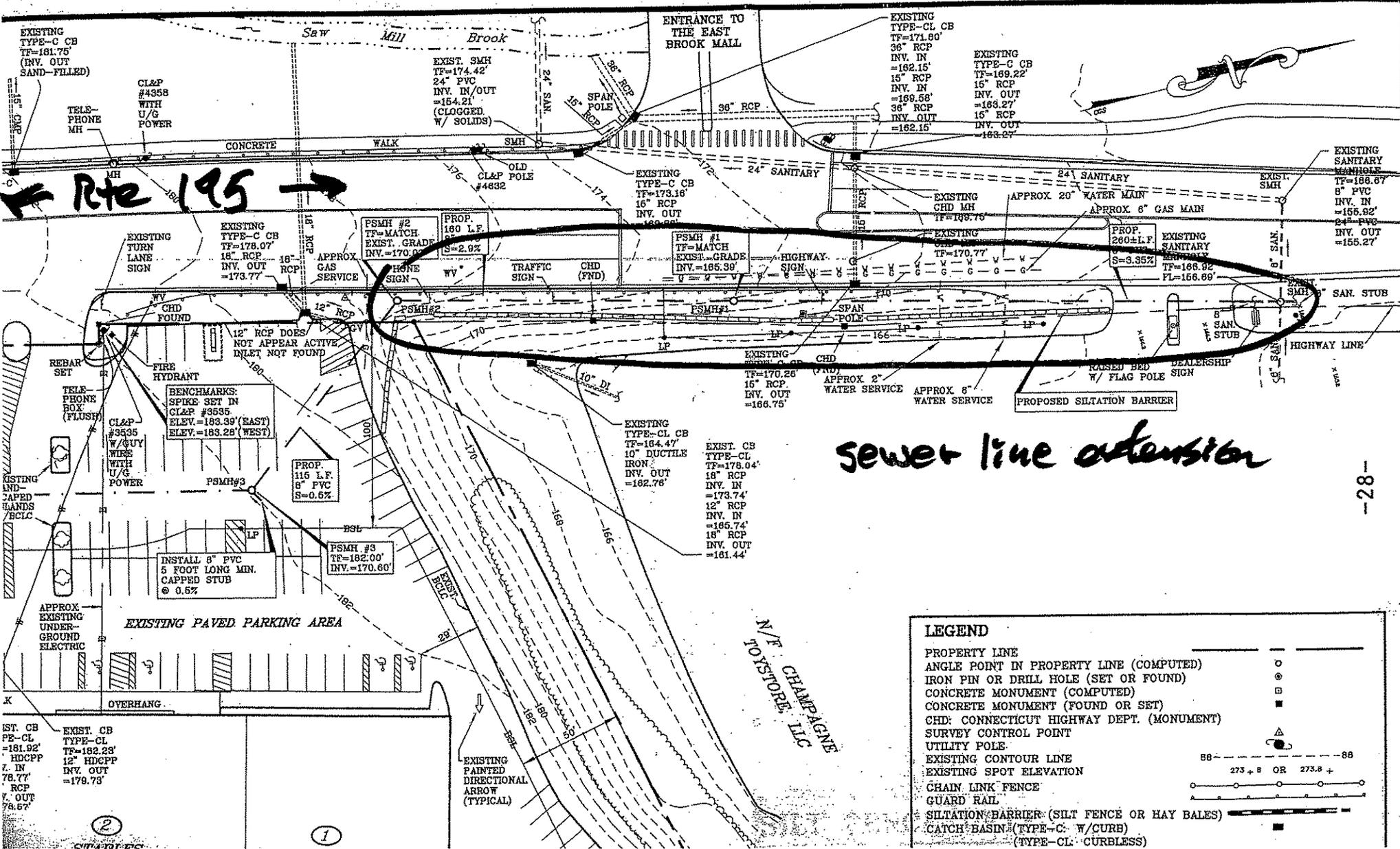
The portion of the sanitary sewer within the Dept. of Transportation right of way is highlighted in yellow. This section of pipe within the State DOT right of way is required to be owned and maintained by the Municipality. The State DOT has reviewed the plans. The plans will be updated to add a detail of the existing manhole and the connection of the new line to this manhole. Once this 420 foot section of pipe is agreed upon by WPCA, the State DOT will need a letter from WPCA indicating they will take ownership and the State will issue an encroachment permit to the contractor. Time is of the essence and I am hopeful that this request can be approved no later than September 12th as sanitary needs to be installed by mid October. Please indicate any additional information required and thank you for your attention to this matter.

Sincerely yours,



David Mills
General Manager

DM:ts



Rte 195

sewer line extension

LEGEND

- PROPERTY LINE
- ANGLE POINT IN PROPERTY LINE (COMPUTED)
- IRON PIN OR DRILL HOLE (SET OR FOUND)
- CONCRETE MONUMENT (COMPUTED)
- CONCRETE MONUMENT (FOUND OR SET)
- CHD: CONNECTICUT HIGHWAY DEPT. (MONUMENT)
- SURVEY CONTROL POINT
- UTILITY POLE
- EXISTING CONTOUR LINE
- EXISTING SPOT ELEVATION
- CHAIN LINK FENCE
- GUARD RAIL
- SILTATION BARRIER (SILT FENCE OR HAY BALES)
- CATCH BASIN (TYPE-C W/CURB)
- CATCH BASIN (TYPE-CL CURBLESS)

CHAPTER 159 SEWERS AND WATER

[HISTORY: Adopted by the Town Council of the Town of Mansfield as indicated in article histories. Amendments noted where applicable.]

GENERAL REFERENCES

Authorities — See Ch. 5.

Conservation Commission — See Ch. 11.

Inland Wetlands Agency — See Ch. 40.

Planning and Zoning Commission — See Ch. 67.

Regional Planning Agency — See Ch. 82.

Zoning Board of Appeals — See Ch. 94.

Building construction — See Ch. 107.

Public improvements — See Ch. 143.

Storage tanks — See Ch. 163.

Streets and sidewalks — See Ch. 166.

Town facilities — See Ch. A197.

ARTICLE I Sewer Use (§ 159-1 — § 159-9)

[Adopted 2-10-1975, effective 3-10-1975]

§ 159-1 Title.

This article shall be known and may be cited as "Sewer Use Ordinance."

§ 159-2 Definitions and word usage.

A.

Unless the context specifically indicates otherwise, the meanings of terms used in this article shall be as follows:

BIOCHEMICAL OXYGEN DEMAND (BOD)

The quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedure in five days at 20° C., expressed in milligrams per liter.

BUILDING DRAIN

That part of the lowest horizontal piping of a drainage system which receives the discharge from soil, waste and other drainage pipes inside the walls of the building and conveys it to the building sewer, beginning five feet (1.5 meters) outside the inner face of the building wall.

BUILDING SEWER

The extension from the building drain to the public sewer or other place of disposal, also called house connection.

COMBINED SEWER

A sewer intended to receive both wastewater and storm or surface water.

DIRECTOR

The Director of Public Works of the Town of Mansfield or his or her authorized deputy, agent or representative.

EASEMENT

An acquired legal right for the specific use of land owned by others.

FLOATABLE OIL

Oil, fat or grease in a physical state such that it will separate by gravity from wastewater by treatment in an approved pretreatment facility. A wastewater shall be considered free of floatable fat if it is properly pretreated and the wastewater does not interfere with the collection system.

GARBAGE

The animal and vegetable waste resulting from the handling, preparation, cooking and serving of foods.

INDUSTRIAL WASTES

The wastewater from industrial processes, trade or business, as distinct from domestic or sanitary wastes.

NATURAL OUTLET

Any outlet, including storm sewers and combined sewer overflows, into a watercourse, pond, ditch, lake or other body of surface or groundwater.

PERSON

Any individual, firm, company, association, society, corporation or group.

PH

The reciprocal of the logarithm of the hydrogen-ion concentration. The concentration is the weight of hydrogen-ions, in grams, per liter of solution. Neutral water, for example, has a pH value of 7.0 and a hydrogen-ion concentration of 10^{-7} .

PROPERLY SHREDDED GARBAGE

The wastes from the preparation, cooking and dispensing of food that have been shredded to such a degree that all particles will be carried freely under the flow conditions normally prevailing in public sewers, with no particle greater than 1/2 inch (1.27 centimeters) in any dimension.

PUBLIC SEWER

A common sewer controlled by a governmental agency or public utility.

SANITARY SEWER

A sewer that carries liquid and water-carried wastes from residences, commercial buildings, industrial plants and institutions, together with minor quantities of ground-, storm- and surface waters that are not admitted intentionally.

SEWER

A pipe or conduit that carries wastewater or drainage water.

SLUG

Any discharge of water or wastewater which in concentration of any given constituent or in quantity of flow exceeds for any period of duration longer than 15 minutes more than five times the average twenty-four-hour concentration or flows during normal operation and shall adversely affect the collection system and/or performance of the wastewater treatment works.

STORM DRAIN

(Sometimes termed "storm sewer") A drain or sewer for conveying water, groundwater, subsurface water or unpolluted water from any source.

SUSPENDED SOLIDS

Total suspended matter that either floats on the surface of or is in suspension in water, wastewater or other liquids and that is removable by laboratory filtering as prescribed in Standard Methods for Examination of Water and Wastewater and referred to as nonfilterable residue.

UNPOLLUTED WATER

Water of quality equal to or better than the effluent criteria in effect or water that would not cause violation of receiving water quality standards and would not be benefited by discharge to the sanitary sewers and wastewater treatment facilities provided.

WASTEWATER

The spent water of a community. From the standpoint of source, it may be a combination of the liquid and water-carried wastes from residences, commercial buildings, industrial plants and institutions, together with any groundwater, surface water and stormwater that may be present.

WASTEWATER FACILITIES

The structures, equipment and processes required to collect, carry away and treat domestic and industrial wastes and dispose of the effluent.

WASTEWATER TREATMENT WORKS

An arrangement of devices and structures for treating wastewater, industrial wastes and sludge. Sometimes used as synonymous with "waste treatment plant" or "wastewater treatment plant" or "water pollution control plant."

WATERCOURSE

A natural or artificial channel for the passage of water, either continuously or intermittently.

B.

"Shall" is mandatory; "may" is permissive.

§ 159-3

Use of public sewers required.

A.

It shall be unlawful for any person to place, deposit or permit to be deposited in any unsanitary manner on public or private property within the Town of Mansfield, or in any area under the jurisdiction of said town, any human or animal excrement, garbage or objectionable waste.

B.

It shall be unlawful to discharge to any natural outlet within the Town of Mansfield, or in any area under the jurisdiction of said town, any wastewater or other polluted waters, except where suitable treatment has been provided in accordance with subsequent provisions of this article.

C.

Except as provided in a certain ordinance dated April 5, 1974, entitled, "An Ordinance Regulating Construction of Subsurface Sewage Disposal Systems and Water Supply Wells,"

Editor's Note: See Art. V, Sewage Disposal Systems and Water Supply Wells, of this chapter.
it shall be unlawful to construct or maintain any privy, privy vault, septic tank, cesspool or other facility intended or used for the disposal of wastewater.

D.

The owner(s) of all houses, buildings or properties used for human occupancy, employment, recreation or other purposes, located on property situated within the Town of Mansfield, which property has frontage on any street, alley or right-of-way in which there is now located or may be in the future be located a public sanitary or combined sewer of the town, is hereby required at the owner's (or owners') expense to install suitable toilet facilities therein and to connect such facilities directly with the proper public sewer in accordance with the provisions of this chapter, within 90 days after date of official notice to do so, provided that any part of said public sewer is within 100 feet (30.5 meters) of any part of said frontage line.

§ 159-4

Building sewers and connections.

A.
No person shall uncover, make any connections with or opening into, use, alter or disturb any public sewer or appurtenance unless authorized by the Director. Any person proposing a new discharge into the system or a substantial change in the volume or character of pollutants that are being discharged into the system shall notify the Director at least 45 days prior to the proposed change or connection.

[Amended 2-13-1979, effective 3-10-1979]

B.
There shall be two classes of building sewer permits: for residential and commercial service and for service to establishments producing industrial wastes. In either case, the owner(s) or his or her agent shall make application on a special form furnished by the town. The permit application shall be supplemented by any plans, specifications or other information considered pertinent in the judgment of the Director. A permit and inspection fee of \$50 for a residential or commercial building sewer permit and \$100 for an industrial building sewer permit shall be paid to the town at the time the application is filed.

C.
All costs and expenses incidental to the installation and connection of the building sewer shall be borne by the owner(s). The owner(s) shall indemnify the town for any loss or damage that may directly or indirectly be occasioned by the installation of the building sewer.

D.
A separate and independent building sewer shall be provided for every building; except where one building stands upon a lot having no frontage and located at the rear of another building on a lot having frontage and no private sewer is available or can be constructed to the rear building through an adjoining alley, court, yard or driveway, then in such case the front building sewer may be extended to the rear building and the whole considered as one building sewer, but the town does not and will not assume any responsibility for damage caused by or resulting from any such single connection aforementioned.

E.
Old building sewers may be used in connection with new buildings only when they are found, on examination and test by the Director, to meet all requirements of this article.

F.
The size, slope, alignment, materials of construction of a building sewer and the methods to be used in excavating, placing of the pipe, jointing, testing and backfilling the trench shall all conform to the requirements established by the Director. In the absence of such requirements or in amplification thereof, the materials and procedures set forth in appropriate specifications of the ASTM and WPCF Manual of Practice No. 9 shall apply.

G.
Whenever possible, the building sewer shall be brought to the building at an elevation below the basement floor. In all buildings in which any building drain is too low to permit gravity flow to the public sewer, sanitary sewage carried by such building drain shall be lifted by an approved means and discharged to the building sewer.

H.
No person(s) shall make connection of roof downspouts, foundation drains, areaway drains or other sources of surface runoff or groundwater to a building sewer or building drain which in turn is connected directly or indirectly to a public sanitary sewer unless such connection is approved by the Director for purposes of disposal of polluted surface drainage.

I.
The connection of the building sewer into the public sewer shall conform to the requirements of the Director and those procedures set forth in appropriate specifications of the ASTM and the WPCF Manual of Practice No. 9. All such connections shall be made gastight and watertight and verified by testing as required by the Director. Any deviation from the prescribed procedures and materials must be approved by the Director before installation.

J.

The applicant for the building sewer permit shall notify the Director when the building sewer is ready for inspection and connection to the public sewer. The connection and testing shall be made under the supervision of the Director or his or her representative.

K.

All excavations for building sewer installation shall be adequately guarded with barricades and lights so as to protect the public from hazard. Streets, sidewalks, parkways and other public property disturbed in the course of the work shall be restored in a manner satisfactory to the town.

§ 159-5 Use of public sewers.

A.

No person(s) shall discharge or cause to be discharged any unpolluted waters such as stormwater, groundwater, roof runoff, subsurface drainage or cooling water to any sewer, except stormwater runoff from limited areas, which stormwater may be polluted at times, may be discharged to the sanitary sewer by permission of the Director.

B.

Stormwater other than that exempted under Subsection A and all other unpolluted drainage shall be discharged to such sewers as are specifically designated as combined sewers or storm sewers or to a natural outlet approved by the Director and other regulatory agencies. Unpolluted industrial cooling water or process waters may be discharged, on approval of the Director and the State of Connecticut Department of Environmental Protection, to a storm sewer, combined sewer or natural outlet.

C.

No person(s) shall discharge or cause to be discharged any of the following described waters or wastes to any public sewers:

(1)

Any gasoline, benzene, naphtha, fuel oil or other flammable or explosive liquid, solid or gas.

(2)

Any waters containing toxic or poisonous solids, liquids or gases in sufficient quantity, either singly or by interaction with other wastes, to injure or interfere with any waste treatment process, constitute a hazard to humans or animals, create a public nuisance or create any hazard in the receiving waters of the wastewater treatment plant.

(3)

Any waters or wastes having a pH lower than 5.5 or higher than 9.5 or having any other corrosive property capable of causing damage or hazard to sewer, structures equipment, process or personnel at the wastewater treatment works.

(4)

Solid or viscous substances in quantities or of such size capable of causing obstruction to the flow in sewers or other interference with the proper operation of the wastewater facilities, such as but not limited to ashes, bones, cinders, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood, unground garbage, whole blood, paunch manure, hair and fleshings, entrails and paper dishes, cups, milk containers, etc., either whole or ground by garbage grinders.

D.

The following described substances, materials, waters or waste shall be limited in discharges to municipal systems to concentrations or quantities which will not harm either the sewers, wastewater treatment process or equipment, will not have an adverse effect on the receiving stream or will not otherwise endanger lives, limb or public property or constitute a nuisance. The Director may set limitations lower than the limitations established in the regulations below if in his or her opinion such more severe limitations are necessary to meet the above objectives. In forming his or her opinion as to the acceptability, the Director will give consideration to such factors as the quantity of subject waste in relation to flows and velocities in the sewers, materials of construction of the sewers, the wastewater treatment process employed, capacity of the wastewater treatment plant, degree of

treatability of the waste in the wastewater treatment plant and other pertinent factors. The limitations or restrictions on materials or characteristics of waste or wastewaters discharged to the sanitary sewer which shall not be violated without approval of the Director are as follows:

- (1)
Wastewater having a temperature higher than 150° F. (65° C.).
- (2)
Wastewater containing more than 25 milligrams per liter of petroleum oil, nonbiodegradable cutting oils or product of mineral oil origin.
- (3)
Wastewater from industrial plants containing floatable oils, fat or grease.
- (4)
Any garbage that has not been properly shredded (see § 159-2A, definition of "properly shredded garbage"). Garbage grinders may be connected to sanitary sewers from homes, hotels, institutions, restaurants, hospitals, catering establishments or similar places where garbage originates from the preparation of food in kitchens for the purpose of consumption on the premises or when served by caterers.
- (5)
Any waters or wastes containing iron, chromium, copper, zinc and similar objectionable or toxic substances to such degree that any such material received in the composite wastewater at the wastewater treatment works exceeds the limits established by the Director.
- (6)
Any waters or wastes containing odor-producing substances exceeding limits which may be established by the Director.
- (7)
Any radioactive wastes or isotopes of such half-life or concentration as may exceed limits established by the Director in compliance with applicable state or federal regulations.
- (8)
Quantities of flow, concentrations or both which constitute a "slug" as defined herein.
- (9)
Waters or wastes containing substances which are not amenable to treatment or reduction by wastewater treatment processes employed or are amenable to treatment only to such degree that the wastewater treatment plant effluent cannot meet the requirements of other agencies having jurisdiction over discharge to the receiving waters.
- (10)
Any water or wastes which by interaction with other water or wastes in the public sewer system release obnoxious gases, form suspended solids which interfere with the collection system or create a condition deleterious to structures and treatment processes.

E.
Discharges creating nuisances.

(1)
If any waters or wastes are discharged or are proposed to be discharged to the public sewers, which waters or waste contain the substances or possess the characteristics enumerated in Subsection D and which, in the judgment of the Director, may have a deleterious effect upon the wastewater facilities, processes, equipment or receiving waters or which otherwise create a hazard to life or constitute a public nuisance, the Director may:

(a)
Reject the wastes.

(b)

Require pretreatment to an acceptable condition for discharge to the public sewers.

(c)

Require control over the quantities and rate of discharge.

(d)

Require payment to cover added cost of handling and treating the wastes.

(2)

If the Director permits the pretreatment or equalization of waste flows, the design and installation of the plants and equipment shall be subject to the review and approval of the Director and the State Department of Environmental Protection.

F.

Grease, oil and sand interceptors shall be provided when, in the opinion of the Director, they are necessary for the proper handling of liquid wastes containing floatable oil, grease in excessive amounts, as specified in Subsection D(3), or any flammable wastes, sand or other harmful ingredients. All interceptors shall be of a type and capacity approved by the Director and shall be located as to be readily and easily accessible for cleaning and inspection. In the maintaining of these interceptors, the owner(s) shall be responsible for the proper removal and disposal by appropriate means of the captured material and shall maintain records of the dates and means of disposal which are subject to review by the Director. Any removal and hauling of the collected materials not performed by the owner's (or owners') personnel must be performed by currently licensed waste disposal firms.

G.

Where pretreatment or flow-equalizing facilities are provided or required for any waters or wastes, they shall be maintained continuously in satisfactory and effective operation by the owner(s) at his or her expense.

H.

When required by the Director, the owner of any property serviced by a building sewer carrying industrial wastes shall install a suitable structure, together with such necessary meters and other appurtenances in the building sewer to facilitate observation, sampling and measurement of the wastes. Such structure, when required, shall be accessibly and safely located and shall be constructed in accordance with plans approved by the Director and the State Department of Environmental Protection. The structure shall be installed by the owner(s) at his or her expense and shall be maintained by him or her so as to be safe and accessible at all times.

I.

All measurements, tests and analysis of the characteristics of waters and wastes to which reference is made in this article shall be determined in accordance with the latest edition of "Standard Methods for the Examination of Water and Wastewater," published by the American Public Health Association. Sampling methods, location, times, durations and frequencies are to be determined on an individual basis, subject to approval by the Director. All industries discharging into a public sewer shall perform such monitoring of their discharge as the Director and/or other duly authorized employees of the town may reasonably require, including installation, use and maintenance of monitoring equipment, keeping records and reporting the results of such monitoring to the Director. Such records shall be made available upon request by the Director to other agencies having jurisdiction over discharges to the receiving waters.

[Amended 2-13-1979, effective 3-10-1979]

J.

No statement contained in this section shall be construed as preventing any special agreement or arrangement between the town and any industrial concern whereby an industrial waste of unusual strength or character may be accepted by the town for treatment, provided that such agreements do not contravene any requirements of existing state and federal laws and are compatible with any user charge and industrial cost recovery system in effect.

[Amended 2-13-1979, effective 3-10-1979]

K.

Prior to discharge or permission to discharge into the Town of Mansfield sewers, the applicant industry shall obtain written approval from the State of Connecticut Department of Environmental Protection, in the form of a permit, allowing the proposed discharge.

[Amended 2-13-1979, effective 3-10-1979]

L.

Any new discharge from a single source of domestic wastewater in excess of 5,000 gallons per day or cooling waters shall be authorized by a permit from the State of Connecticut Department of Environmental Protection, Director of Water Compliance and Hazardous Substances.

[Amended 2-13-1979, effective 3-10-1979]

§ 159-6 Tampering with equipment; penalties for offenses.

[Amended 1-13-1997, effective 2-10-1997]

No person(s) shall maliciously, willfully or negligently break, damage, destroy, uncover, deface or tamper with any structure, appurtenance or equipment which is a part of the wastewater facilities. Any person or persons violating this article shall be guilty of an infraction.

§ 159-7 Powers and authority of inspectors.

A.

The Director and other employees duly authorized by the Director of the Town of Mansfield and bearing proper credentials and identification are hereby authorized to enter all properties with the authorization of the owner, occupant or person in charge of such property, for the purpose of making inspections, observations, measurements, samplings, testing and procuring other information relevant and necessary towards protecting the community sewer system in accordance with the provisions of this article. Such entries shall not have for its purpose the harassment of any owner or occupant and shall be made in the manner which will cause the least amount of inconvenience to any owner or occupant, consistent with the efficient performance of the duties of the Director. The owner, person in charge or occupant of any such premises, upon presentation by the Director, or his or her authorized agent, of proper identification, shall give the Director, or his or her authorized agent, entry upon such premises and free access to every part thereof necessary for the purpose described in this subsection.

B.

Any owner or occupant or person in charge of such premises or a tenant who refuses such entry on such premises for any of the purposes set forth in this article shall be considered to be in violation of this article and shall be fined upon conviction pursuant to the terms of § 159-9A herein.

C.

The Director or other duly authorized employees are authorized to obtain information concerning industrial processes which have direct bearing on the kind and source of discharge to the wastewater collection system. If the industry establishes to the satisfaction of the Director that any of such information, if disclosed to the public, would likely result in an advantage to a competitor of said industry, the Director may still require such information, but such information shall be disclosed only to the Director or the Water Pollution Control Authority of the Town of Mansfield and to no other persons.

D.

While performing the necessary work on private properties pursuant to this article, the Director or duly authorized employees of the town shall observe all safety rules applicable to the premises established by the company.

§ 159-8 Construal of provisions.

The provisions of this article shall be held to be minimum requirements, adopted for the protection of the public health, safety and general welfare of the Town of Mansfield, and whenever the requirements of this article are at variance with the requirements of any other lawfully adopted rules, regulations or restrictions, such rule, regulation

or restriction which imposes the higher standard shall control.

§ 159-9 **Penalties for offenses.**

A.

Any person found to be violating any provision of this article shall be guilty of an infraction.

[Added 2-13-1979; effective 3-10-1979; 1-13-1997, effective 2-10-1997]

B.

Any person violating any provision of this article shall be guilty of an infraction for each offense. If such offense continues for more than five days, such continuance shall constitute a new offense for each day it continues to exist thereafter.

[Amended 1-13-1997, effective 2-10-1997]

C.

Any person violating any of the provisions of this article shall become liable to the town for any expense, loss or damage occasioned the town by reason of such violation.

[Added 2-13-1979; effective 3-10-1979]

ARTICLE II **Assessments and Charges (§ 159-10 — § 159-17)**

[Adopted 1-12-1976, effective 2-10-1976]

§ 159-10 **Title.**

This article shall be known and may be cited as "Sewer Assessments and Charges Ordinance."

§ 159-11 **Definitions.**

As used in this article, the following terms shall have the meanings indicated:

CONSTRUCT A SEWERAGE SYSTEM

To acquire land, easements, rights-of-way or any other real or personal property or any interests therein, plan, construct, reconstruct, equip, extend and enlarge all or any part of a sewerage system.

LATERAL

The sewer pipe from the main sewer in the street to the property line.

LOCAL SEWER

A sewer line, including the main pipe or conduit, manholes and other structures and equipment appurtenant thereto, generally located in a public street and installed to serve properties abutting or having access to said street.

OPERATE A SEWERAGE SYSTEM

To use, equip, re-equip, repair, maintain, supervise, manage, operate and perform any act pertinent to the collection, transportation and disposal of sewage.

OUTLET CHARGE

The charge whereby trunk sewer costs, either present or deferred, are distributed among and collected from properties benefiting from such trunk sewers.

PERSON

Any person, partnership, corporation, association or public agency.

SEWER DISTRICT

An area or tract of land which may be determined by the Water Pollution Control Authority to be a

division or part of the total territory that can be drained by a sewer or sewer system.

SEWAGE

Any substance, liquid or solid, which may contaminate, pollute or affect the cleanliness or purity of any water discharged into and conveyed by sewers or intended to be or customarily so discharged and conveyed.

SEWER SYSTEM

Includes the sewer, laterals, house connections, pumping stations, rights-of-way and other structures, land and equipment necessary to provide a complete and efficient system.

SEWERAGE SYSTEM

Any device, equipment, appurtenance, facility and method for collecting, transporting, receiving, treating, disposing of or discharging sewage.

TOWN

The Town of Mansfield or any of its officers or agencies serving in an official capacity.

TRUNK SEWERS

Items of a capital nature, including but not limited to trunk sewers, pumping stations and force mains, which are designed and built so that sewer districts, beyond the immediate district in which said items are built, may be served by future extensions.

WATER POLLUTION CONTROL AUTHORITY

The Water Pollution Control Authority of the Town of Mansfield, which by ordinance adopted 1-8-1979
Editor's Note: See Chapter 5, Authorities, Article I.
is the Town Council.
[Amended 1-13-1997, effective 2-10-1997]

§ 159-12 Construction of sewers by town; assessment of benefits.

A. Resolution to construct a sewer system. At any time, a member of the Water Pollution Control Authority may introduce at a meeting of said Water Pollution Control Authority a resolution to construct a sewerage system, the costs of which are to be met in whole or in part by assessment of benefits. Said resolution shall state the general character, layout and description of the proposed system. Said resolution may also be initiated by petition of interested property owners.

B. Preliminary planning and engineering. The Water Pollution Control Authority may at any time proceed in accordance with local and state laws and regulations, with preliminary engineering and planning of any proposed sewerage system; such engineering and planning may also include a determination of the estimated costs of the system and a schedule of estimated assessments of benefits. Prior to proceeding with such preliminary planning and engineering, the Water Pollution Control Authority may hold a public hearing at which affected property owners may be heard concerning the proposed project. Notice of the time, place and purpose of such hearing shall be published at least 10 days before the date thereof in a newspaper having a circulation in the town. Such public hearing, if held, shall be in addition to the public hearing required in Subsection C below.

C. Public hearing. No resolution authorizing the construction of a sewerage system shall be adopted by the Water Pollution Control Authority until a public hearing has been held thereon, at which time affected property owners of the town shall have an opportunity to be heard concerning the proposed project. Notice of the time, place and purpose of such hearing shall be published at least 10 days before the date thereof in a newspaper having a circulation in the town. Prior to conducting a final public hearing on any sewerage project, the Water Pollution Control Authority shall submit all necessary information regarding the project to the Mansfield Planning and Zoning Commission for a report, pursuant to Chapter 126, Section 8-24 of the Connecticut General Statutes. The Authority may also submit the project to any other local, state or federal agency it deems necessary for a review.

D.

Action by Water Pollution Control Authority on proposed resolution. Not less than 10 nor more than 30 days following the public hearing referred to above, the Water Pollution Control Authority may approve said resolution. Said resolution may be amended prior to passage to reduce the general layout, character and scope of the proposed sewerage system without further notice, publication or hearing; but said resolution shall not be amended to increase the general layout, character or scope of the proposed sewerage system.

E.

Power of assessment. At any time after the Water Pollution Control Authority has acquired or constructed a sewerage system or portion thereof, the Water Pollution Control Authority may apportion and assess the whole or any portion of the cost thereof upon the lands and buildings in the town, which in its judgment, are especially benefited thereby, whether they abut on such sewerage system or not and upon the owners of such land and buildings, according to such rule as such Water Pollution Control Authority adopts, subject to the right of appeal as hereinafter provided. Such benefits shall be made in accordance with the provisions of Section 7-249 of the Connecticut General Statutes, as amended.

F.

Public hearing on proposed assessment. No assessment shall be made until after a public hearing before the Water Pollution Control Authority at which the owner of the property to be assessed shall have an opportunity to be heard concerning the proposed assessment. Notice of the time, place and purpose of such hearing shall be published at least 10 days before the date thereof in a newspaper having a circulation in the town, and a copy of such notice shall be mailed to the owner of any property to be affected thereby at such owner's address as shown in the last completed grand list of the town or at any later address of which the Water Pollution Control Authority may have knowledge. A copy of the proposed assessment shall be on file in the office of the Town Clerk and available for inspection by the public for at least 10 days before the date of such hearing. When the Water Pollution Control Authority has determined the amount of the assessment to be levied, it shall file a copy thereof in the office of Town Clerk and, not later than five days after such filing, shall cause the same to be published in a newspaper having a circulation in the town. Such publication shall state the date on which such assessment was filed and that any appeals from such assessment must be taken within 21 days after such filing.

G.

Appeal. Any person aggrieved by any assessment may appeal to the Superior Court for the judicial district or Tolland County in accordance with Section 7-250 of the General Statutes, as amended. No such appeal shall stay proceedings for the collection of the particular assessment upon which the appeal is predicated, but the appellant shall be reimbursed for any overpayments made if, as a result of such appeal, his or her assessment is reduced.

§ 159-13 Deferment of benefit assessments.

A.

Sewer Districts. The Water Pollution Control Authority may divide the total territory to be benefited by a sewerage system into districts and may levy assessments against the property benefited in each district separately. In assessing benefits against property in any district, the Water Pollution Control Authority may add to the cost of the part of the sewerage system located in the district a proportionate share of the cost of any part of the sewerage system located outside the district but deemed by the Water Pollution Control Authority to be necessary or desirable for the operation of the part of the system within the district. In assessing benefits and apportioning the amount to be raised thereby among the properties benefited, the Water Pollution Control Authority may give consideration to the area, frontage, grand list valuation and to present or permitted use or classification of benefited properties and to any other relevant factor. The Water Pollution Control Authority may make reasonable allowances in the case of properties having a frontage on more than one street and whenever for any reason the particular situation of any property requires an allowance. No assessment shall be made against any property in excess of the special benefit to accrue to such property.

B.

Excess sewer costs. Whenever the Water Pollution Control Authority shall determine that the cost of a sewer or sewerage system will exceed the benefit to the area to be sewered immediately and directly and when such excess cost is due to increased size or depth of such sewer or to other costs which are necessary or incidental in

order that such sewer or the sewer system of which it is a part may be suitable for extension in the future to serve one or more other districts which could naturally drain into or be served by such sewer or sewerage system, the Water Pollution Control Authority shall pay such excess cost and defer the assessment of said excess costs until such time as the benefits shall be more immediate. The Water Pollution Control Authority shall place a caveat on the land records in each instance where the assessments of benefits have been deferred.

C.

Assessment of deferred excess sewer costs. Whenever the Water Pollution Control Authority shall determine that the costs of any sewer for which a layout is pending and for which a benefit assessment is to be made shall include a portion of the cost of a sewer previously built and paid for by the town, said Water Pollution Control Authority shall determine that portion of the previously deferred excess sewer costs of such sewer which will benefit the properties to be served by the sewer presently being laid out and shall include such portion of such deferred costs as a part of the costs of the sewerage system presently being laid out and assessed; subject, however, to the rights of notice, hearing, appeal and the other provisions outlined in § 159-12 herein.

§ 159-14 Establishment of connection charges; in lieu of assessments.

A.

Provision for connection charges in lieu of assessments. Whenever a sanitary sewer has been laid out and constructed by the Water Pollution Control Authority in any district and whenever said Water Pollution Control Authority had or has determined at the time of the completion thereof that the sewer would not be an immediate benefit to any real estate because of its lowness or other topographic feature or because of its distance from a sewer main, or because of its being in an undeveloped condition, or because of its special use such as for a cemetery, or whenever said Water Pollution Control Authority had levied an assessment against a property which is benefited in accordance with its present use, but for which a greater benefit would accrue in case of an increased intensity of use of the sanitary sewer, and that such benefits would not accrue until there is a change in conditions or accessibility, in applicable zoning regulations, in development of the area, in extension of a sewer main, in use or in other conditions, the said Water Pollution Control Authority may defer any assessment of benefits and, in lieu thereof, provide for connection charges for the use of said sanitary sewer.

B.

When connections may be made. In the event that a determination has been made to provide for connection charges in lieu of assessment of benefits, as provided above, connections from such real estate to said sewer shall not be permitted until: the Water Pollution Control Authority has determined that the conditions have altered because of the change in accessibility, zoning, sewer main extension, area, development, use or because of the establishment or dedication of streets, or because of the approval of subdivisions or site plans by the Town Planning and Zoning Commission, or because of some other factor sufficient for normal benefit to accrue to the real estate or any part thereof, and the Water Pollution Control Authority has levied an assessment against such real estate or a sewer connection charge has been paid or voluntary lien executed and recorded as provided hereafter, by or for the owners of the real estate which is to be served by said connection, which payment shall be in lieu of an assessment of such real estate. Where the Water Pollution Control Authority determines it would be fair and equitable to do so, prior to such connection, the owners of such real estate may be allowed to enter into a special agreement providing that the permission granted to connect will not affect the power of the Water Pollution Control Authority to make future sewer layouts and benefit assessments therefor against the property of said owner in the same manner as if the permission to connect had never been granted by the Water Pollution Control Authority and agreeing to credit the said connection charge toward any future assessment, without allowance for interest between the date of payment of the said charge and the date of any future final assessment billed said owner.

C.

Connection charges for sewers constructed pursuant to developer's permit agreement. Whenever a sewer has been built for the Water Pollution Control Authority under a developer's permit agreement and said sewer passes land owned by others, such other person shall not be permitted to connect to said sewer unless:

(1)

Said person first submits satisfactory written proof to the Water Pollution Control Authority that they have paid the

developer a normal and equitable charge of the sewer construction costs.

(2)

Said person first signs an agreement waiving the Water Pollution Control Authority's usual sewer layout and assessment procedures and pays a sanitary sewer connection charge in lieu of assessment.

(3)

The Water Pollution Control Authority has passed a layout and assessment covering the section in question.

D.

Reimbursement of developers and owners under permit agreements from sanitary sewer connection charges. When the Water Pollution Control Authority is empowered to enter agreements with developers or other property owners for the construction of sewers by and at the expense of such developers or owners, the Water Pollution Control Authority may include in such agreements provisions for reimbursement of said developers or owners from sanitary sewer connection charges collected in lieu of assessments as provided in this section, for the costs of sewers constructed by them in sections of highways on which lands owned by them do not abut, such reimbursement not to exceed the cost of construction within such sections of highways and not to include any portion of the trunk sewer cost and limiting the time within which such reimbursement may occur to such time as the said Water Pollution Control Authority deems expedient for the particular case, but no reimbursements shall be made after 10 years from the date of incorporation of the particular sewer in the public sewer system. Expiration of the time for reimbursement to the developer shall not release subsequent permittees from paying connection charges in lieu of assessments to the Water Pollution Control Authority.

E.

Procedure for submitting applications. Any owner desiring to make a connection to a sanitary sewer as provided in this section shall make application to the Director of Public Works or his or her authorized agents, submitting such plans and specifications as may be required by said Director of Public Works or his or her authorized agents. Said plans and specifications shall contain information as to the amount of property to be utilized by the proposed buildings and improvements for which such connection is sought and shall state the type and extent of contemplated use of the sewerage system. A copy of such application and the accompanying information shall be submitted to the Water Pollution Control Authority, and such Water Pollution Control Authority shall, upon making a determination that the planned connection and the necessary pipes, pumping facilities, if such are required, and other necessary improvements are in accordance with applicable statutes, regulations and ordinances, approve said application and forthwith levy a connection charge. Payment of such connection charge shall be made prior to issuance of a permit to connect to the sewerage system or may be paid over a period of time established in accordance with a resolution of the Water Pollution Control Authority in each case, which resolution shall specify the terms of payment of principal and interest, provided that where such periodic payments are permitted, no permit to connect to the sewer system shall be issued prior to execution by the owner of the land for which connection is sought of a voluntary lien for recording on the Mansfield Land Records securing the amount of deferred payments, plus interest.

F.

Determination of connection charges. The connection charges provided in this section shall be determined by appropriate action of the Water Pollution Control Authority and shall be based on the values used in assessing benefits against properties in the particular area applied to such part of such real estate as, in the opinion of the Water Pollution Control Authority, is benefited at the time of connection, less a credit for the real estate for which an assessment or connection charge has been paid, such credit to be determined by the Water Pollution Control Authority in accordance with such formula as it finds to be equitable. In establishing or revising such charges the Water Pollution Control Authority may classify the property connected or to be connected with the sewerage system and may give consideration to any factors relating to the kind, quality or extent of use of any such property or classification of property, including the volume of water discharged to the sewerage system, the type or size of building connected with the sewerage system, the number of plumbing fixtures connected with the sewerage system, the number of persons customarily using the property served by the sewerage system, in the case of commercial or industrial property, the average number of employees and guests using the property and the quality and character of the material discharged into the sewerage system. The Water Pollution Control Authority may establish minimum charges for connection with and for the use of a sewerage system.

G. Public hearing. No charge for connection with or for the use of a sewerage system shall be established or revised until after a public hearing before the Water Pollution Control Authority at which the owner of property against which the charges are to be levied shall have an opportunity to be heard concerning the proposed charges. Notice of the time, place and purpose of such hearing shall be published at least 10 days before the date thereof in a newspaper having a circulation in the town. A copy of the proposed charges shall be on file in the office of the Town Clerk and available for inspection by the public for at least 10 days before the date of such hearing. When the Water Pollution Control Authority has established or revised such charges, it shall file a copy thereof in the office of the Town Clerk and, not later than five days after such filing, shall cause the same to be published in a newspaper having a circulation in the town. Such publication shall state the date on which such charges were filed and the time and manner of paying such charges and shall state that any appeals from such charges must be taken within 21 days after such filing. Any person aggrieved by any charge for connection with or for the use of a sewerage system may appeal to the Superior Court for the county or judicial district wherein the town is located and shall bring any such appeal to a return day of said court not less than 12 or more than 30 days after service thereof. The judgment of the court shall be final.

§ 159-15 Collection of sewer assessments and connection charges.

A. Assessments due and payable; notice. Upon the completion of any sewer improvement under the supervision of the Water Pollution Control Authority, when said Water Pollution Control Authority is ready to give notice thereof by publication that benefits assessed therefor are due and payable, it shall deliver to the Tax Collector of the Town of Mansfield the description of the properties assessed with the names of the owners and the amounts of such assessments in advance of such publication. It shall be the duty of the Tax Collector, acting under the supervision and regulations of said Water Pollution Control Authority, to prepare bills for said sewer assessments, to collect the same from each of the owners of property so assessed and to deposit the same to the credit of said Water Pollution Control Authority.

B. Due date of assessment. Assessments shall be due and payable at such time as is fixed by the Water Pollution Control Authority, provided that no assessment shall become due until the work or particular portion thereof for which such assessment was levied has been completed, except that when the work or particular portion thereof for which such assessment was levied is being performed by the Water Pollution Control Authority pursuant to an order of the Department of Environmental Protection, the entire assessment may be made due and payable, provided that the portion of the total work bonded by the Water Pollution Control Authority which directly benefits the particular property has been completed. The Water Pollution Control Authority shall give notice of the date when assessments are due and payable by publication at least twice within a period of 15 days in a newspaper having a circulation in the town. Such notice shall list the streets and describe the area within which are located any properties against which such assessments are due. No assessment shall be due and payable earlier than 30 days after the first publication of such notice.

C. Lien. Any assessment of benefits or any installment thereof not paid within 30 days after the due date shall be delinquent and shall be subject to interest from such due date at the interest rate and in the manner provided by the General Statutes for delinquent property taxes. Each addition of interest shall be collectible as part of such assessment. Whenever any installment of an assessment becomes delinquent, the interest on such delinquent installment shall be as provided hereinbefore or \$5, whichever is greater. Any unpaid assessment and any interest due thereon shall constitute a lien upon the real estate against which the assessment was levied from the date of such levy. Each such lien may be continued, recorded and released in the manner provided by the General Statutes for continuing, recording and releasing property tax liens. Each such lien shall take precedence over all other liens and encumbrances except taxes and may be foreclosed in the same manner as property tax liens. The Tax Collector of the Town of Mansfield may collect such assessments in accordance with any mandatory provision of the General Statutes for the collection of property taxes, and the town may recover any such assessment in a civil action against any person liable therefor.

D.

Installment payment of assessment. The Water Pollution Control Authority may provide for the payment of any assessment in substantially equal annual installments, not exceeding 30, and may provide for interest charges not exceeding the interest rate provided by law for any deferred payments, provided that the last installment of any assessment shall be due not later than one year prior to the date of the last maturity of any bonds or notes issued by the municipality to finance the acquisition or construction of any sewerage system or portion thereof in respect to which the assessment was levied, and provided further that in no event shall such interest charges exceed the rate of interest the municipality is obligated to pay on such bonds or notes. Any person may pay any installment for which he or she is liable at any time prior to the due date thereof, and no interest on any such installment shall be charged beyond the date of such payment. The Water Pollution Control Authority shall cause the Town Clerk to record on the land records a certificate, signed by the Tax Collector or Treasurer of the town, in accordance with the provisions of Section 7-253 of the General Statutes, as amended.

E.

Order to connect. The Water Pollution Control Authority may order the owner of any building to which a sewerage system is available to connect such building with the system. No such order shall be issued until after a public hearing with respect thereto after due notice, in writing, to such property owner. Any owner aggrieved by such an order may, within 21 days, appeal to the Superior Court for Tolland County. Such appeal shall be brought to a return day of said court not less than 12 nor more than 30 days after service thereof. The judgment of the court shall be final. If any owner fails to comply with an order to connect, the Water Pollution Control Authority shall cause the connection to be made and shall assess the expense thereof against such owner.

F.

Delinquent charge for connection or use; lien. Any charge for connection with or for the use of a sewerage system not paid within 30 days of the due date shall thereupon be delinquent and shall bear interest from the due date at the rate and in the manner provided by the General Statutes for delinquent property taxes. Each addition of interest shall be collectible as a part of such connection or use charge. Any such unpaid connection or use charge shall constitute a lien upon the real estate against which such charge was levied from the date it became delinquent. Each such lien may be continued, recorded and released in the manner provided by the General Statutes for continuing, recording and releasing property tax liens. Each such lien shall take precedence over all other liens and encumbrances except taxes and may be foreclosed in the same manner as a lien for property taxes. The Tax Collector is hereby designated as the collector of sewerage system connection and use charges, and such collector may collect such charges in accordance with the provisions of the General Statutes for the collection of property taxes. The town may recover any such charges in a civil action against any person liable therefor.

§ 159-16 Conflicts with other laws; greater restrictions to prevail.

A.

The provisions of this article shall be held to be minimum requirements, adopted for the protection of the public health, safety and general welfare of the Town of Mansfield, and whenever the requirements of this article are at variance with the requirements of any other lawfully adopted rules, regulations or restrictions, such rule, regulation or restriction which imposes the higher standard shall control.

§ 159-17 Penalties for offenses.

[Amended 1-13-1997, effective 2-10-1997]

Any person violating any provision of this article shall be guilty of an infraction. If such offense continues for more than five days, such continuance shall constitute a new offense for each day it continues to exist thereafter.

ARTICLE III Method of Apportionment (§ 159-18 — § 159-21)

[Adopted 4-12-1976]

§ 159-18 Scope.

In accordance with the provisions of a Mansfield ordinance providing for sewer assessments and connection charges, the Mansfield Water Pollution Control Authority hereby adopts the following rules and methods as a

basis for apportionment of the costs of a sanitary sewer system; which costs are to be shared in a fair and equitable manner among the persons whose properties are benefited by such sewerage system.

§ 159-19 **Definitions.**

As used in this article, the following terms shall have the meanings indicated:

ADJUSTED FRONT FOOTAGE

The frontage of odd-shaped lots to an average frontage that would be the equivalent to the frontage of a rectangularly shaped lot of the same area and depth as determined by the Town Engineer.

BUILDING LOT

A parcel of land or part thereof, the minimum area and width of which qualifies or would qualify for the issuance of a building permit for a single-family residence under existing zoning regulation. "Building lot" as defined may or may not be a lot of record. A "building lot" may be a part of a larger parcel of land.

GROSS FLOOR AREA

The floor area of buildings used other than as residences and calculated on the basis of outside measurements. Such buildings shall include but not be limited to all commercial, industrial and business buildings and all other buildings used for other nonresidential uses.

§ 159-20 **Assessment method.**

The cost of any sewer system which is to be shared among the persons whose properties are benefited by such sewer system shall be determined as follows:

A.
Front-foot assessment. The adjusted front footage of properties abutting streets in which sewer lines have been laid shall be computed, and 1/2 of the cost of the local sewers shall be divided by the total number of assessable front feet of properties so benefited.

B.
Unit assessment. One-half of the cost of local sewers shall be divided by the total number of units on the properties benefited, to determine a unit assessment. The unit for the purposes of assessment shall be determined as follows:

(1)
Property in residential zones improved for residential use shall be assigned one unit for each residential unit thereon. The depth of the property to be assessed shall be limited by the rear lot line; provided, however, that such depth shall not exceed the greater of the depth normally required in the particular zone in which the property lies or a line parallel to the street and 50 feet to the rear of any building in which a residential unit is located.

(2)
Unimproved property in residential zones abutting streets in which a sewer line has been laid shall be assigned one unit for each existing building lot and one unit for each area of the minimum lot size permitted by the zoning regulations for the zone in which the property is located, depth to be calculated in the same manner as property improved for residential use.

(3)
Multifamily residential developments in any zone shall be assigned one unit for each residential unit.

(4)
Business, commercial and industrial uses in any zone, including nonconforming uses, shall be assigned units pursuant to whichever of the following three methods result in the most units:

(a)
One unit for each 1,500 feet of gross floor area of the buildings figured to the nearest 1/4 unit.

(b)

A number of units based upon the lot area, which number is to be figured to the nearest 1/4 unit and is to be determined by dividing 20% of the total lot area, in square feet, by 1,500 square feet. In making such determination, lot depth is to be 200 feet from the line of the street in which the sewer has been laid or the rear property line, whichever is less.

(5)

Uses such as schools, churches, clubs, museums and home occupations are to be treated as commercial uses for the purposes herein.

(6)

Where a dwelling in a residential zone is so situated on property of an owner so that there is insufficient area owned by the same owner on either side of the lot upon which the dwelling is located to constitute an additional lot for the zone in which the property is located and such area does not constitute a nonconforming lot, such property shall be considered benefited only to the extent of one unit, even though there would be two lots if there were no dwelling or if the dwelling were situated in a different position.

(7)

For any business, commercial and industrial use, whether nonconforming or not, and for any other nonresidential use in any zone and where buildings are located behind the two-hundred-foot line, the area to which units are assigned shall have as its rear line a line parallel to the street and coterminous with the rearmost portion of the rearmost building thereon, which building has been found to be benefited by the Water Pollution Control Authority.

C.

Outlet charges:

(1)

Unit basis: In the following cases, an outlet charge shall be determined on the basis of \$400 per unit:

(a)

Property improved for residential use in a residential zone shall be assigned one unit for each residential unit thereon. Improved property shall be deemed to include approved subdivisions, and a unit shall be charged for each approved lot.

(b)

Unimproved property abutting a street in a residential zone shall be assigned one unit for each existing building lot and one unit for each lot of the minimum size permitted by the zoning regulations or the zone in which the property is located.

(c)

Multifamily residential developments in any zone shall be assigned one unit for each residential unit.

(2)

Acreage basis: Outlet charges shall be determined on the basis of \$1,400 per acre in the following cases:

(a)

In business, commercial and industrial zones, the area property developed for business, commercial and industrial use or capable of being developed for such use, whether or not a nonconforming use presently exists, shall be used as the basis for determining the outlet charge.

(b)

In residential zones, the area of property developed for an existing nonconforming business, commercial or industrial uses shall be the basis for determining the outlet charge.

(c)

For said acreage assessments, the area to be assessed shall extend to the rear lot line; provided, however, that such area shall not exceed the greater of a depth of 200 feet from the street or a line parallel to said street and

adjacent to the rearmost portion of the rearmost building located within such assessment area as determined by the Water Pollution Control Authority.

(3)

The outlet charge may be deferred against land reserved or used for public highways or land permanently restricted for use as a public recreation or public open space or land on which a public conservation easement or similar public restriction preventing its use for industrial, business or other nonresidential purpose exists.

§ 159-21 Changes in connection charges.

A.

Wherever an assessment has been deferred and a connection to the sewer system sought in accordance with the provisions of an ordinance providing for sewer assessments and charges, the connection charge shall consist of the unit assessment, front-foot assessment and outlet charge which would have been levied had the property been immediately benefited at the time the sewer was built.

B.

Wherever an assessment has been levied against a property and an increased intensity of use is later sought for said property, a connection charge shall be levied to the persons whose property is additionally benefited, and such charge shall consist of the unit assessment and, if applicable, the outlet charge which would have been levied had the more intense use existed at the time the property was originally assessed, less any assessment or connection or outlet charge previously levied.

C.

Wherever a connection to the sanitary sewer system can be made to a trunk sewer from a property abutting the trunk sewer, making unnecessary the construction for a local sewer, the connection charge shall consist of the outlet charge applicable at the time the connection is sought, if such charge is not paid under the terms of a developer's permit-agreement, and, if the owner cannot show proof that he or she has paid a normal and equitable share of the installation cost, an additional charge determined by the Water Pollution Control Authority to be a normal and equitable share of the installation cost in each case.

D.

If in the opinion of the Water Pollution Control Authority the size, shape, location or use of the property subject to the assessment of benefits and/or connection charge under the provisions hereof do not reflect the extent of the benefit, a factor or percentage or any other reasonable adjustment thereof may be used for determining the benefits which the Water Pollution Control Authority believes measures the extent to which said property is especially benefited.

ARTICLE IV Sewer Use Charges (§ 159-22 — § 159-28)

[Adopted 10-11-1977]

§ 159-22 Purpose.

The purpose of this regulation is to establish fair and reasonable charges for use of the Mansfield sewerage system.

§ 159-23 Definitions.

For purpose of this article, the following terms shall have the meanings indicated:

AUTHORITY

The Water Pollution Control Authority of the Town of Mansfield.

BUILDING

Any structure located on property which has been assessed for and/or is connected to the sewerage system.

OPERATION AND MAINTENANCE COSTS

All costs incidental to the complete operation and maintenance of the treatment works, including replacement.

SEWERAGE SYSTEM

The meaning given to it by Section 7-245 of the General Statutes.

§ 159-24 Sewer use charge.

A.
Subject to the public hearing requirements of Section 7-255 of the Connecticut General Statutes, an annual sewer use charge shall be imposed on each building, as defined herein:

[Amended 5-26-1998, effective 6-23-1998]

(1)
The sewer use charge for each building shall be based on its metered water usage in accordance with the following formula:

			Wu			Where:			
	Cu	=	_____	x	Ct - Rt		Cu	=	The bu
			Wt				Wu	=	The bu period.
							Wt	=	The wa questio estimat
							Ct	=	The op the billi
							Rt	=	The rev surchar nutrient

by the City of Willimantic Water Department.

C.
Water consumption of each dwelling unit which is served by a well supply shall be deemed to be equal to the average water consumption of dwelling units which are served by the City of Willimantic Water Department.

D.
Water consumption for each nonresidential building served by well shall be deemed to be that estimated by the Authority. The Authority may require the owner of any nonresidential building served by well to submit a sworn statement of water consumption for the year, such statement to be supported by any available records or other evidence of water consumption. The Authority may require the owner of any nonresidential building served by well to install and maintain a water meter at the sole expense of such owner.

E.
In any instance in which the Authority determines that because the water consumption is greatly disproportionate from the water discharged to the sewerage system, determined in accordance with Subsections B, C and D, and would result in a building bearing more than its proportionate share of the operation and maintenance costs of the sewerage system, the Authority may make an appropriate reduction in the building's water consumption figure.

F.

In any instance in which the Authority determines that the sewer user is producing a discharge into public sewers of any waters or wastes having an average daily flow greater than 2% of the average daily flow of the town, it shall be subject to review and approval of the Authority, which may require the user to construct and maintain, at his or her own expense, a suitable storage and flow control facility to ensure equalization of discharge over a twenty-four-hour period. This facility shall have a capacity of at least 80% of the total normal volume of a twenty-four-hour production period, and the outlet to the sewer shall be equipped with a rate discharge controller or other approved device by the Authority.

G.

In any instance in which the Authority determines that biological oxygen demand (BOD), suspended solids or other pollutant concentrations from a building exceed the range of concentration of these pollutants in normal domestic sewerage, the Commission shall increase the building's sewer use charge by a surcharge computed in accordance with the formula:

$C_s = [B_c(B-300) + S_c(S-300) + P_c(P-P_n)] V_u$	Where:
	$C_s =$ The
	$B =$ The t
	$B_c =$ Ope
	$S =$ The t
	$S_c =$ Ope solids.
	$P =$ The t
	$P_c =$ Ope pollutant.
	$P_n =$ Bas
	$V_u =$ The

an industrial surcharge based on the discharge on any one user or building, said surcharge shall be added to the bill calculated for this user or building and treated as an industrial surcharge (Rt), as referenced above, subject to the public hearing requirements of C.G.S. § 7-255.

[Amended 5-26-1998, effective 6-23-1998]

§ 159-25 Payment of charges.

Sewer use charges shall be for the fiscal year July 1 to June 30, and such charges shall be payable in advance on January 1 of each year.

§ 159-26 Liability of owner.

The owner of the property on which a building is located shall be liable for and shall be billed for the payment of sewer charges. Any such owner may request the Water Pollution Control Authority to bill his or her legal representative or the occupant of the building, provided that such representative or occupant authorizes the same, in writing, but no such authorization shall affect the liability of the owner for payment.

§ 159-27 Unpaid charges; collection.

Sewer use charges, together with interest thereon, shall constitute a lien upon the property on which the building is located, and such lien may be foreclosed and such charges and interest may be collected as provided in Section 7-258 of the General Statutes and other applicable statutes.

§ 159-28 Industrial users.

All industrial users who utilize sewerage works constructed under EPA project C090179 01 shall be obligated to make industrial cost recovery payments to the Town of Mansfield in accordance with applicable federal regulations. The Town of Mansfield shall solicit the EPA's review and approval of its proposed cost recovery system prior to or concurrent with the connection of said industry.

ARTICLE V Sewage Disposal Systems and Water Supply Wells (§ 159-29 — § 159-36)

[Adopted 3-23-1993, effective 4-21-1992]

§ 159-29 Legislative authority.

This article is enacted pursuant to the provisions of Section 7-194 of the Connecticut General Statutes.

§ 159-30 Permit required.

§ 159-31 Permit application; fee.

§ 159-32 Testing fees.

§ 159-33 On-site soil testing fees.

§ 159-34 Penalties for offenses.

§ 159-35 Expiration of permit.

§ 159-36 Establishment of new fee structure.

ARTICLE VI Fats, Oils and Grease Pretreatment (§ 159-37 — § 159-44)

PAGE
BREAK



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *Matt H*
CC: Mansfield Department Heads
Date: September 12, 2011
Re: Tropical Storm Irene Recovery Operations

Subject Matter/Background

At Monday's meeting, staff will present a brief overview of our recovery operations following Tropical Storm Irene. Topics will include road clearing, power restoration, shelter operations, public communications and other subjects. Over the next several weeks, staff will conduct an after-action review to assess our operations and to identify any needed improvements for the future. We will discuss the results of that review with the Town Council.

PAGE
BREAK



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MH*
CC: Maria Capriola, Assistant to Town Manager; Linda Painter, Director of Planning and Development; Lon Hultgren, Director of Public Works; Kevin Grunwald, Director of Human Services
Date: September 12, 2011
Re: HUD Community Challenge Planning Grant Application

Subject Matter/Background

The U.S. Department of Housing and Urban Development (HUD) has issued a Notice of Funding Availability for the FY2011 Community Challenge Planning Grant Program as part of their Sustainable Communities Initiative. The goal of the program is to increase state, regional and local capacity to incorporate livability, sustainability, and social equity into land use plans and zoning. A total of \$28.6 million dollars will be awarded through this NOFA, with no less than \$3 million awarded to communities with populations under 50,000. The minimum grant award available through the program is \$100,000; the maximum possible award is \$3 million.

Eligibility and Evaluation Criteria

Local governments may apply for funding for a variety of projects, including:

- Development of master or comprehensive plans that promote affordable housing co-located and/or well connected with retail and business development and discourage development not aligned with transportation plans, economic development plans, or regional sustainability plans
- Development of local corridor or district plans and strategies that promote livability and sustainability while avoiding residential and small business displacement
- Comprehensive review to develop and prioritize revisions to zoning codes, ordinances, and other regulations to remove barriers and promote sustainable, mixed-use development and to overcome the effects of impediments to fair housing choice

Applications will be reviewed based on a number of different factors, including:

- Alignment with the following Livability Principles adopted by HUD, EPA and DOT:
 - Provide more transportation choices
 - Promote equitable, affordable housing
 - Enhance economic competitiveness
 - Support existing communities
 - Coordinate policies and leverage investment

- Value communities and neighborhoods
- Engagement of populations typically under-represented in the planning process
- Leveraging of other federal investments that support the livability principles
- Commitment and support demonstrated by project partners and community organizations
- Degree to which the project leverages other federal, state and local investments

Proposed Projects

This grant opportunity allows us to build on the current momentum and excitement that has been generated by the Storrs Center project, the announcement of funding for the UCONN Technology Park and the current study for a new source of water for both the University and Town. Staff is preparing an application for funding for the following projects:

- **Economic Development Strategy.** Building on the opportunity presented by the new technology park, we will prepare an overall economic development strategy for the town that includes:
 - Development of a Master Plan for northern Mansfield that addresses future development at Four Corners, the new UCONN Technology Park, the Bergin Correctional Facility and the Mansfield Depot area. This master plan will include location of a potential commuter rail stop and transit connections to key destinations including the University, Technology Park and Storrs Center.
 - Identification of best practices and strategies to strengthen and expand agricultural enterprises
 - Identification of regulatory barriers to business growth and development
 - Development of strategies for growing existing industries and businesses and attracting new businesses
- **Sustainable Design and Green Building Action Plan.** In 2010, the EPA produced the *Sustainable Design and Green Building Toolkit for Local Governments*. The Toolkit provides a step-by-step process for communities to assess the following types of regulations and permitting policies:
 - Sustainable sites and responsible land use development
 - Materials and resource conservation
 - Energy conservation and atmospheric quality
 - Water efficiency, conservation and management
 - Indoor environmental quality
 - General green building resources

Once we have completed the initial assessment of the Town's regulations and procedures, we will develop an action plan that identifies proposed changes and the process for implementing those changes.
- **Housing Strategy.** The Plan of Conservation and Development clearly identifies locations where higher density development is encouraged, based primarily on existing and future infrastructure. The Housing Strategy will build on the framework established in the POCD by:

- Identifying best practices in similar college towns for improving security and management of student housing to minimize impacts on surrounding neighborhoods
 - Developing strategies for retaining and increasing owner-occupancy in single-family neighborhoods with older housing stock
 - Prioritizing pedestrian, bicycle and transit improvements to connect higher density residential neighborhoods to job centers, downtown and the new intermodal center
 - Developing strategies to increase availability of mixed-income and workforce housing
 - Determining potential for use of transfer of development rights and other innovative land use techniques to assist in preservation of agricultural lands
- **New Zoning and Subdivision Regulations.** The final project activity will be to rewrite the Town's zoning and subdivision regulations to integrate the recommendations of the above projects. We will seize the opportunity to restructure and reorganize the regulations to be more user-friendly as well as incorporate the themes of sustainable design, economic development, affordable housing and transit-oriented design.

Financial Impact

To meet eligibility requirements, a minimum 20-percent local match is required. This match can be provided through in-kind services, including personnel expenses, equipment, services, etc. **(Mansfield's application would assume an in-kind match.)** Any commitment above the 20-percent minimum match will receive additional points in the scoring of the application.

Legal Review

No legal review is required at this time. The advice of the Town Attorney will be secured if needed with regard to grant agreement if awarded.

Recommendation

Staff recommends that the Council authorize the Town Manager to submit a Community Challenge Planning Grant application on behalf of the Town.

Council is respectfully requested to enact the following resolution recommending the submission of the grant application and authorizing the Town Manager to provide a letter of support and financial commitment for the project on behalf of the Town.

Move, effective September 12, 2011, to authorize the Town Manager to submit the Community Challenge Planning Grant Application to the Department of Housing and Urban Development including a commitment letter for the local match on behalf of the Town.

Attachments

- 1) Notice of Funding Availability

DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

[Docket No. FR-5500-N-33]

**Notice of Funding Availability for the Department of Housing and Urban Development's
Fiscal Year 2011 Community Challenge Planning Grant Program**

AGENCY: Office of Sustainable Housing and Communities, Office of the Deputy Secretary,
U.S. Department of Housing and Urban Development.

ACTION: Notice of Funding Availability (NOFA).

SUMMARY: The Department of Defense and Full-Year Continuing Appropriations Act, 2011 (Public Law 112-10, approved April 15, 2011) (Appropriations Act), provided a total of \$100,000,000 to HUD for a Sustainable Communities Initiative to improve regional planning efforts that integrate housing and transportation decisions, and increase the capacity to improve land use and zoning. Of that total, \$70,000,000 is available for the Sustainable Communities Regional Planning Grant Program, and \$30,000,000 is available for the Community Challenge Planning Grant Program. In addition to the application requirements set forth in this document, applicants must also comply with applicable requirements established in HUD's FY2011 Notice of Funding Availability (NOFA) Policy Requirements and General Section to HUD's FY2011 NOFAs for Discretionary Programs (General Section) posted on Grants.gov on March 4, 2011.

The Department of Housing and Urban Development's ("HUD") Community Challenge Planning Grant Program ("Program") fosters reform and reduces barriers to achieving affordable, economically vital, and sustainable communities. Such efforts may include amending or replacing local master plans, zoning codes, and building codes, either on a jurisdiction-wide basis or in a specific neighborhood, district, corridor, or sector to promote mixed-use

development, affordable housing, the reuse of older buildings and structures for new purposes, and similar activities with the goal of promoting sustainability at the local or neighborhood level. This Program also supports the development of affordable housing through the development and adoption of inclusionary zoning ordinances and other activities to support plan implementation. Of the \$30 million available for the Community Challenge Planning Grant Program, this notice announces the availability of approximately \$28.6 million for Community Challenge Planning Grants, of which not less than \$3 million shall be awarded to jurisdictions with populations of less than 50,000. An additional \$1 million has been reserved for capacity support grants distributed through a separate NOFA posted on Grants.gov.

HUD thanks the public for the comments and input that were received prior the development of the FY2011 NOFA.

The Community Challenge Planning Grant Program differs from HUD's Sustainable Communities Regional Planning Grant Program, a \$70 million program also created in the Department of Defense and Full-Year Continuing Appropriations Act, 2011. While the latter program is designed to support regional planning efforts, the Community Challenge Planning Grant Program focuses on individual jurisdictions and more localized planning. HUD is publishing a separate NOFA for the Sustainable Communities Regional Planning Grant Program.

FOR FURTHER INFORMATION CONTACT: Specific questions regarding this Program's requirements should be directed to sustainablecommunities@hud.gov or through www.hud.gov/sustainability. Written questions may also be submitted to the Office of Sustainable Housing and Communities, Department of Housing and Urban Development, 451 7th Street, SW, Room 10180, Washington, DC 20410. Hearing or speech challenged persons

may call the Federal Information Relay Service at 800-877-8339 (this is a toll-free number). Questions regarding the 2011 General Section should be directed to the Office of Departmental Grants Management and Oversight at (202) 708-0667 (this is not a toll-free number) or the NOFA Information Center at 800-HUD-8929 (toll-free). Persons with hearing or speech impairments may access these numbers via TTY by calling the Federal Information Relay Service at 800-877-8339. The NOFA Information Center is open between the hours of 10:00 a.m. and 6:30 p.m. eastern time, Monday through Friday, except federal holidays.

OVERVIEW INFORMATION

A. Federal Agency Name: Office of Sustainable Housing and Communities, Office of the Deputy Secretary, U.S. Department of Housing and Urban Development.

B. Funding Opportunity Title: Community Challenge Planning Grant Program.

C. Announcement Type: Initial Announcement.

D. Funding Opportunity Number: The funding opportunity number is **FR-5500-N-33**. The OMB Approval Number is 2501-0025.

E. Catalog of Federal Domestic Assistance (CFDA) Number: The Catalog of Federal Domestic Assistance (CFDA) number for the HUD Community Challenge Planning Grant is 14.704.

F. Dates: The application deadline date is **September 9, 2011**. Applications submitted through <http://www.grants.gov> must be received by grants.gov no later than 11:59:59 pm eastern time on the application deadline date. See Section IV of the General Section regarding application procedures, timely filing requirements, and grace period policy. .

G. Additional Overview Information:

- 1. Purpose of the Program.** The Department of Housing and Urban Development's Community Challenge Planning Grant Program fosters reform and reduces barriers to achieving affordable, economically vital, and sustainable communities. Such efforts may include amending or replacing local master plans, zoning codes, and building codes, either on a jurisdiction-wide basis or in a specific neighborhood, district, corridor, or sector to promote mixed-use development, affordable housing, the reuse of older buildings and structures for new purposes, and similar activities with the goal of promoting sustainability at the local or neighborhood level. This Program also supports the development of affordable housing through the development and adoption of inclusionary zoning ordinances and other activities to support plan implementation.
- 2. HUD's General Section.** Applicants should carefully review the requirements described in this NOFA and HUD's Notice of HUD's Fiscal Year (FY) 2011 Notice of Funding Availability (NOFA) Policy Requirements and General Section to HUD's FY2011 NOFAs for Discretionary Programs ("General Section"). Unless otherwise stated in this NOFA, the requirements of the General Section apply.
- 3. Available Funds.** Approximately \$28.6 million, of which not less than \$3 million shall be awarded to jurisdictions with a population of less than 50,000.

4. Funding Categories. Given the range of planning activities that potential applicants are trying to accomplish, HUD will support a variety of eligible activities as listed in Section III.C.1.

5. Authority. The program is authorized by Department of Defense and Full-Year Continuing Appropriations Act, 2011 (Public Law 112-10, approved April 15, 2011).



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant to Town Manager; Cherie Trahan, Director of Finance; Frederick Baruzzi, Superintendent of Schools
Date: September 12, 2011
Re: State Department of Education – 2011/12 Minimum Budget Requirement

Subject Matter/Background

During its spring 2011 session, the General Assembly enacted changes to the Minimum Budget Requirement (MBR) for education. Pursuant to Section 1 of Public Act 11-234, the 2011/12 MBR shall equal the 2010/11 budgeted appropriation to the board of education plus any applicable reductions concerning the 2010/11 federal State Fiscal Stabilization Funds that supported the Education Cost Sharing grant. Under certain circumstances, this legislation also provides for potential reductions to the MBR, specifically in the instance where the district's October 2010 resident student count is less than the October 2009 count. In this case, the MBR is reduced by \$3,000 for each such reduced count subject to a maximum of 0.5% of the 2011/12 base MBR. Mansfield's resident student count actually increased 29 students during this period, therefore this exception does not apply to us. If you recall, the Mansfield Adopted 2011/12 budget reflects a \$15,990 reduction in the Board of Education budget. Mansfield is therefore in non-compliance by the same amount.

Failure to meet the 2011/12 MBR would result in the forfeiture of an amount equal to two times the shortfall or \$31,980. This forfeiture would be deducted from the 2013/14 education cost sharing (ECS) grant.

In order to avoid this forfeiture, we can appropriate to the Board of Education an amount in excess of the MBR that is at least equal to the penalty (\$31,980) in FY 2013/14. Alternately, we can appropriate an additional \$15,990 for FY 2011/12 thereby bringing us into compliance.

Financial Impact

A supplemental appropriation to the FY 2011/12 Mansfield Board of Education budget in the amount of \$15,990 would bring us into compliance. As Council will recall, our tax levy is projected to raise approximately \$200,000 more than our anticipated expenditures, with the difference going into fund balance at yearend. This appropriation, if spent, would reduce the amount going into fund balance. No additional

taxes would be needed to support this appropriation. The Board of Education could put this appropriation into a contingency account to be used as needed.

Recommendation

The Finance Committee discussed this item on September 8, 2011 and agreed that given the weight of the penalty it would be preferable to appropriate the additional \$15,990.

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

Move, effective September 12, 2011, to appropriate an additional \$15,990 to the FY 2011/12 Mansfield Board of Education budget, bringing the total appropriation to \$20,588,160.

Attachments

- 1) Letter dated 8/22/2011 from the State Dept of Education to Superintendent Baruzzi
- 2) State of Conn Public Act 11-234, Section 1



STATE OF CONNECTICUT
DEPARTMENT OF EDUCATION



August 22, 2011

Mr. Frederick A. Baruzzi
Superintendent of Schools
Mansfield Public Schools
4 South Eagleville Road
Storrs, CT 06268-2222

Dear Mr. Baruzzi:

On July 29, 2011, districts were asked to provide 2010-11 and 2011-12 budgeted appropriation information in order for the Department to determine the 2011-12 Minimum Budget Requirement (MBR). Based on the information you certified on August 10, 2011, **Mansfield is currently in noncompliance by \$15,990.**

Attached is information to help you understand Mansfield's current MBR situation:

Attachment 1 is a detailed summary of both the MBR determination (Line 14), as well as Mansfield's lack of compliance (Lines 16 and 17).

Attachment 2 includes the detail of the possible reduction to the MBR based on declining resident students (Line 11 of Attachment 1).

Given the current noncompliance status for 2011-12, and in order for the Department to determine next steps, **please indicate by August 31, 2011, if you anticipate the town providing the board of education with the additional funds during this fiscal year.** If additional funds are appropriated, please notify me at that time. Please note that pursuant to Section 10-262i(g) of the Connecticut General Statutes, failure to meet the 2011-12 MBR results in a forfeiture in the amount equal to two times the shortfall. Such forfeiture would be deducted from the 2013-14 Education Cost Sharing (ECS) grant. Based on the current shortfall of \$15,990, the reduction to the ECS grant would equal \$31,980. Further, under this example, the State Board of Education may waive such forfeiture if the town appropriates to the board of education in 2013-14 an amount in excess of the MBR that is at least equal to the penalty. In addition, the State Board of Education may waive the forfeiture for other good cause.

Do not hesitate to contact me at 860-713-6464 if you have any questions.

Sincerely,


Brian Mahoney, Chief Financial Officer
Division of Finance and Internal Operations

BM:kk

cc: George A. Coleman, Acting Commissioner of Education
Matthew Hart, Town Manager, Town of Mansfield
Cherie Trahan, Business Manager, Mansfield Public Schools
Daniel Murphy, Director, Division of Legal and Governmental Affairs
Eugene Croce, Manager, Bureau of Grants Management

Attachments

Box 2219 • Hartford, Connecticut 06145
An Equal Opportunity Employer

MINIMUM BUDGET REQUIREMENT (MBR)
 SCHOOL DISTRICTS THAT ARE MEMBERS OF SECONDARY REGIONS
 FISCAL YEAR: 2011-12
 ED012B

STATE OF CONNECTICUT
 DEPARTMENT OF EDUCATION
 DIVISION OF FINANCE AND INTERNAL OPERATIONS
 BUREAU OF GRANTS MANAGEMENT
 165 CAPITOL AVE
 HARTFORD, CT 06106-1630

School District: 078-Mansfield
 Contact Person: Cherie Trahan
 E-Mail Address:

Date: 8/18/2011 9:57:56 AM
 Telephone: 860-429-3344
 Fax: 860-429-6863

Line	Description	Amount
1	Final 2010-11 Budgeted Appropriation Including Supplemental Appropriations	20,588,160
2	State Fiscal Stabilization Funds (SFSF) <i>Included</i> in 2010-11 Appropriation	1,436,733
3	2010-11 Budgeted Appropriation Less District Appropriated SFSF Funds (Line 1 - Line 2)	19,151,427
4	2010-11 SFSF Funds Paid to District	1,436,733
5	2010-11 Budgeted Appropriation Including SFSF Funds (Line 3 + Line 4)	20,588,160
6	2010-11 Net Assessment to the Regional School District (from Region's ED012 Worksheet)	9,428,715
7	2010-11 Total Appropriation/Assessment (Line 5 + Line 6)	30,016,875
8	2011-12 Budgeted Appropriation Including Supplemental Appropriations	20,572,170
9	2011-12 Net Assessment to the Regional School District	9,221,496
10	2011-12 Total Appropriation/Assessment (Line 8 + Line 9)	29,793,666
11	Preliminary Resident Student MBR Deduction (See Attachment)	0
12	Maximum Resident Student Deduction (Line 7 x .005)	150,084
13	Final Resident Student MBR Deduction (Lesser of Line 11 or Line 12)	0
14	2011-12 Total MBR (Line 7 - Line 13)	30,016,875
15	2011-12 Total MBR Overage/Shortage (Line 10 - Line 14)	-223,209
16	2011-12 Appropriation MBR Overage/Shortage (Line 8 - Line 5)	-15,990
17	MBR Compliance (If Line 15 or Line 16 is equal to or greater than 0, then YES else NO)	No

The Department of Education will contact those districts whose line 17 equals NO.

Data Certified by mnf on 8/10/2011 8:57:07 PM.

July 27, 2011

Connecticut State Department of Education
 MBR Resident Student Reduction under P.A. 11-234(1)
 Attachment 2

Item A. MBR Reduction per Eligible Student: 3,000

District Code	District Name	(1) 2010-11 ECS Resident Students (October 2009 PSIS)	(2) 2011-12 ECS Resident Students (October 2010 PSIS)	(3) MBR Eligible Student Reduction (Lower of 0 or {Col 2 - Col 1})	(4) Preliminary Resident Student MBR Reduction (Col 3 x Item A, Rounded)	(5) Adequate Yearly Progress	(6) Resident Student MBR Reduction (If Col 5 =YES Then Col 4 x -1, Else 0)
78	Mansfield	1,956.89	1,986.08	0.00	0	YES	0



Substitute Senate Bill No. 1160

Public Act No. 11-234

AN ACT CONCERNING REVISIONS TO THE STATUTES REGARDING THE MINIMUM BUDGET REQUIREMENT AND CHARTER SCHOOL EDUCATOR PERMIT.

Be it enacted by the Senate and House of Representatives in General Assembly convened:

Section 1. Subsection (f) of section 10-262i of the general statutes, as amended by section 190 of public act 11-48, is repealed and the following is substituted in lieu thereof (*Effective July 1, 2011*):

(f) (1) [For] Except as otherwise provided under the provisions of subdivisions (3) and (4) of this subsection, for the fiscal year ending June 30, 2012, the budgeted appropriation for education shall be not less than the budgeted appropriation for education for the fiscal year ending June 30, 2011, plus any reductions made pursuant to section 19 of public act 09-1 of the June 19 special session, except that (A) for the fiscal year ending June 30, 2012, any district with a number of resident students for the school year commencing July 1, 2011, that is lower than such district's number of resident students for the school year commencing July 1, 2010, may reduce such district's budgeted appropriation for education by the difference in number of resident students for such school years multiplied by three thousand, provided such reduction shall not exceed one-half of one per cent of the district's budgeted appropriation for education for the fiscal year ending June 30, 2011, [A town shall not be eligible to reduce its budgeted appropriation for education pursuant to this subdivision if the school district for the town is in its third year or more of being identified as in need of improvement pursuant to section 10-223e, and (A) has failed to make adequate yearly progress in mathematics or reading at the whole district level, or (B) has satisfied the requirements for adequate yearly progress in mathematics or reading pursuant to Section 1111(b)(2)(I) of Subpart 1 of Part A of Title I of the No Child Left Behind Act, P. L. 107-110, as amended from time to time] and (B) for the fiscal year ending June 30, 2012, any district that (i) does not maintain a high school and pays tuition to another school district pursuant to section 10-33 for resident students to attend high school in another district, and (ii) the number of resident students attending high school for such district for the school year commencing July 1, 2011, is lower than such district's number of resident students attending high school for the school year commencing July 1, 2010, may reduce such district's budgeted appropriation for education by the difference in number of resident students attending high school for such school years multiplied by the tuition paid per student pursuant to section 10-33, provided such reduction shall not exceed one-half of one per cent of the district's budgeted appropriation for education for the fiscal year ending

June 30, 2011.

(2) [For] Except as otherwise provided under the provisions of subdivisions (3) and (4) of this subsection, for the fiscal year ending June 30, 2013, the budgeted appropriation for education shall be not less than the budgeted appropriation for education for the fiscal year ending June 30, 2012, except that (A) for the fiscal year ending June 30, 2013, any district with a number of resident students for the school year commencing July 1, 2012, that is lower than such district's number of resident students for the school year commencing July 1, 2011, may reduce such district's budgeted appropriation for education by the difference in number of resident students for such school years multiplied by three thousand, provided such reduction shall not exceed one-half of one per cent of the district's budgeted appropriation for education for the fiscal year ending June 30, 2012, [A town shall not be eligible to reduce its budgeted appropriation for education pursuant to this subdivision if the school district for the town is in its third year or more of being identified as in need of improvement pursuant to section 10-223e, and (A) has failed to make adequate yearly progress in mathematics or reading at the whole district level, or (B) has satisfied the requirements for adequate yearly progress in mathematics or reading pursuant to Section 1111(b)(2)(I) of Subpart 1 of Part A of Title I of the No Child Left Behind Act, P. L. 107-110, as amended from time to time] and (B) for the fiscal year ending June 30, 2013, any district that (i) does not maintain a high school and pays tuition to another school district pursuant to section 10-33 for resident students to attend high school in another district, and (ii) the number of resident students attending high school for such district for the school year commencing July 1, 2012, is lower than such district's number of resident students attending high school for the school year commencing July 1, 2011, may reduce such district's budgeted appropriation for education by the difference in number of resident students attending high school for such school years multiplied by the tuition paid per student pursuant to section 10-33, provided such reduction shall not exceed one-half of one per cent of the district's budgeted appropriation for education for the fiscal year ending June 30, 2012.

(3) [Notwithstanding the provisions of subdivisions (1) and (2) of this subsection, the] The Commissioner of Education may permit a district to reduce its budgeted appropriation for education for the fiscal year ending June 30, 2012, or June 30, 2013, in an amount determined by the commissioner if such district has permanently ceased operations and closed one or more schools in the district due to declining enrollment at such closed school or schools in the fiscal year ending June 30, 2011, June 30, 2012, or June 30, 2013.

(4) No town shall be eligible to reduce its budgeted appropriation for education for the fiscal years ending June 30, 2012, and June 30, 2013, pursuant to this subsection if (A) the school district for the town is in its third year or more of being identified as in need of improvement pursuant to section 10-223e, and (i) has failed to make adequate yearly progress in mathematics or reading at the whole district level, or (ii) has satisfied the requirements for adequate yearly progress in mathematics or reading pursuant to Section 1111(b)(2)(I) of Subpart 1 of Part A of Title I of the No Child Left Behind Act, P.L. 107-110, as amended from time to time, or (B) the school district for the town (i) has been identified as in need of improvement pursuant to section 10-223e, and (ii) has a poverty rate greater than ten per cent. For purposes of this subparagraph, "poverty rate" means the quotient of the number of related

children ages five to seventeen, inclusive, in families in poverty in a school district, divided by the total school age population of such school district based on the 2009 population estimate produced by the Bureau of Census of the United States Department of Commerce.



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matthew Hart, Town Manager *MH*
CC: Maria Capriola, Assistant to Town Manager; Cherie Trahan, Director of Finance
Date: September 12, 2011
Re: Financial Statements Dated June 30, 2011

Subject Matter/Background

At its September 8, 2011 meeting, the Finance Committee will review the Financial Statements dated June 30, 2011. Staff will be available to answer questions. The Finance committee will be asked to recommend Council's acceptance of the statements as presented.

Recommendation

If the Finance Committee recommends acceptance of the statements and the Town Council as a whole concurs with the Finance Committee's recommendation, the following motion would be in order:

Move, effective September 12, 2011, to accept the Financial Statements Dated June 30, 2011.

Attachments

- 1) Financial Statements Dated June 30, 2011

TOWN OF MANSFIELD
MANSFIELD BOARD OF EDUCATION

Quarterly Financial Statements

(For the Quarter Ending June 30, 2011)

Finance Department
Cherie Trahan
Director of Finance
September 12, 2011

Town of Mansfield**Memorandum**

*To: Mansfield Town Council
Mansfield Board of Education*
From: Cherie Trahan, Director of Finance
Date: September 12, 2011
Subject: June 30, 2011 Quarterly Report

Attached please find the third quarter financial report for the quarter ending June 30, 2011.

Attachment

OVERVIEW

GENERAL FUND BUDGET

REVENUES:

Tax Collections

The total collection rate through June 30, 2011 is 98.9%, as compared to 98.5% through June 30, 2010. Real estate collections, which account for approximately 85% of the levy, are 99.1% as compared to 98.7% for last year. Collections in motor vehicles are 96.4% as compared to 95.4% at June 30, 2010. We exceeded our budget for current year tax collections. Results of a planned tax sale and other collections tools have yielded \$713,406 of prior year taxes and interest, or nearly \$388,405 more than budgeted.

Licenses and Permits

Conveyance taxes received are \$100,231 or 24,769 short of the annual budget. Building permits received are \$125,886 or \$78,114 short of the annual budget.

Federal Support for General Government

No change from the budget at this time.

State Support for Education

There has been no change in the ECS grant estimate from the State at this point and we received slightly over our budgeted amount of \$10,070,680. The State transportation grant was budgeted at \$199,930 and we received \$135,357 or \$64,573 short of budget. The State grant payment reflects a 37% cap on the award. Last fiscal year, the State reported that the funding that was removed from the transportation grant was moved to the Excess Cost grant. This grant is reported in the Other Operating Fund in Special Education Reserve Account (270-62263).

State Support for General Government

The Pilot grant is by far the largest single grant within this category. It is budgeted at \$7,224,400 and we have received \$7,265,843 or \$41,443 more than budget.

Charges for Services

Charges for services are primarily fixed by contract and are normally received during the year. The primary exceptions are: Recording, where we have received \$54,744 or 99.5% of budget and Police Services which are based on expenditures. Also, since we did not adopt and implement the fire protection inspection fees ordinance, Fire Safety fees were short of budget by \$40,892.

Fines and Forfeitures

No major change expected from budget.

Miscellaneous

This area is primarily interest income and the telecommunications service payment. Total interest income through June 30, 2011 is \$28,090 as compared to \$28,601 for the same period last year. STIF interest rate for June, 2011 is 0.21% as compared to 0.24% in June, 2010. The amount of the telecommunications payment is \$55,794 or \$39,206 less than budget.

GENERAL FUND BUDGET - EXPENDITURES

Town Expenditures

We finished the fiscal year with expenditures less than budget by \$3,091. While expenditures exceeded budget in several areas, savings in other accounts compensated for the budget shortage. In addition, we applied for and received a grant from FEMA in the amount of \$31,222 to help cover the costs of snow removal this fiscal year. A list of recommended budget transfers are being submitted to you for approval which will detail the budget variances.

Board Expenditures

Board of Education expenditures remained within budget. There were no significant issues during the fiscal year.

GENERAL FUND BUDGET - REVENUES

In summary, current year revenues with significant variance from budget are as follows:

Prior Year Tax Collections	388,400	
PILOT Grant	41,400	
Building Permits	(78,100)	
Fire Safety Fees	(40,900)	
Interest Income	(51,900)	
Telecom Services Payment	(39,200)	
Transportation Grant	(64,600)	
Conveyance Tax	(24,700)	
Housing Inspection	<u>16,800</u>	
Net Variance from Budget		\$ 147,200

DAY CARE FUND

The Day Care Fund ended the fiscal year with expenditures exceeding revenues by \$40,626. Fund balance at July 1, 2010 of \$268,918 decreased to \$228,292 at June 30, 2011. This is a reflection of decreased enrollment. However, we anticipate beginning FY 2011/12 with full class enrollment.

CAFETERIA FUND

Revenues exceeded expenditures by \$103,937 for the period. Fund balance at July 1, 2010 increased from \$214,729 to \$318,666 at June 30, 2011. A \$20,000 transfer from the Board of Education is included.

RECREATION PROGRAM FUND

The Recreation Program Fund ended the period with expenditures exceeding revenues by \$34,669. Fund Balance decreased from \$122,146 to \$87,477. Membership continues to be a significant challenge due to the economy. Steps are being taken now to address the possible 2011/12 budget challenges, such as focus groups to discuss membership retention, expenditure control and the fee structure.

CAPITAL NONRECURRING FUND

The Pequot/Mohegan Grant was budgeted at \$382,670 but the amount received from the State is \$193,910, a reduction of \$186,475 or 49%. Revenue from the ambulance service fee exceeded budget and helped to offset the loss from the State. However to end the fiscal year with a positive fund balance, an additional transfer from the General Fund of \$80,000 is recommended and is included with the proposed yearend transfers for your approval.

DEBT SERVICE FUND

Fund Balance increased from (\$72,794) on July 1, 2010 to \$99,508 at June 30, 2011.

ENTERPRISE/INTERNAL SERVICE FUNDS

Solid Waste Fund

Revenues exceeded expenditures by \$38,577. Retained Earnings increased from \$207,148 at July 1, 2010 to \$245,725 at June 30, 2011.

Health Insurance Fund (Town of Mansfield, Mansfield BOE, and Region 19 BOE)

Revenues and Other Financing sources were more than expenditures through the fiscal year by \$751,925. Fund Equity increased from \$2,954,870 (including contributed capital) at July 1, 2010 to \$3,706,795 at June 30, 2011. Claims through June have averaged \$507,290 as compared to \$475,474 for the prior year. To be considered fully funded, the Health Insurance Fund needs to maintain a fund balance of \$2.3 million.

Worker's Compensation Fund

Operating expenditures, as anticipated, exceeded revenues by \$32,623 through the fiscal year. Retained Earnings decreased from \$89,314 to \$56,691 at June 30, 2011.

Management Services Fund

Management Services Fund revenues through June 30, 2011 exceeded expenditures by \$87,541. Fund Balance increased from \$1,345,784 at July 1, 2010 to \$1,433,325 at June 30, 2011. Savings in the energy accounts has brought us back into a positive cash position.

CEMETERY FUND

Retained earnings in the Cemetery Fund decreased from \$331,754 at July 1, 2010 to \$322,251 at June 30, 2011. The major costs for this fund are mowing and cemetery maintenance.

LONG TERM INVESTMENT POOL

The pool experienced a \$36,466 increase in the market value of its portfolio for the period July 1, 2010 to June 30, 2011.

EASTERN HIGHLANDS HEALTH DISTRICT

Operating revenues exceeded expenditures by \$22,269 and Fund Balance increased from \$288,280 to \$310,549. The annual State-Grant-In-Aid of \$146,015 has been received. While service fee revenues are below budget for the year, expenditures were also below budget, allowing the Health District to end the fiscal year with an increase to fund balance.

MANSFIELD DOWNTOWN PARTNERSHIP

Operating revenues exceeded expenditures by \$31,929 through June 30, 2011, and Fund Balance increased from \$257,649 to \$289,578.

Town of Mansfield
General Fund
Schedule of Estimated Changes in Fund Balance - Legal Basis
For the Year Ended June 30, 2011

	Original Budget	Amendment	Final Budget	Actual *	Budget Comparison Fav/(Unfav)	
Designated for 2010/2011 Budget						\$ -
Undesignated						<u>1,865,928</u>
Fund Balance, July 1, 2010						\$ 1,865,928
<hr/>						
Total revenues and transfers in	\$ 43,626,285	\$ -	\$ 43,626,285	\$ 43,826,772	\$ 200,487	
<hr/>						
Appropriation of fund balance						
Total appropriation, transfers in	<u>43,626,285</u>	-	<u>43,626,285</u>	<u>43,826,772</u>	<u>200,487</u>	
<hr/>						
Total expenditures and transfers out:						
Town	13,113,895		13,113,895	13,110,804	3,091	
Mansfield Board of Education	20,588,160		20,588,160	20,587,587	573	
Contribution to Region #19 Board of Ed	9,924,230		9,924,230	9,924,230	-	
Total expenditures	<u>43,626,285</u>	-	<u>43,626,285</u>	<u>43,622,621</u>	<u>3,664</u>	
Results from budgetary operations	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 204,151</u>	<u>\$ 204,151</u>	<u>204,151</u>
Fund balance, June 30, 2011						<u>\$ 2,070,079</u>
Fund balance:						
Unreserved:						
Designated for 2011/12 budget						<u>2,070,079</u>
Undesignated						<u>2,070,079</u>

* Includes Federal Stimulus Funding supporting the ECS Grant

TOWN OF MANSFIELD
TRIAL BALANCE
June 30, 2011

GENERAL FUND	DEBIT	CREDIT
Cash Equivalent Investments	\$ 5,686,788	\$ -
Working Cash Fund	4,150	
Accounts Receivable	48,303	
Taxes Receivable - Current	295,587	
Taxes Receivable - Delinquent	182,569	
Accounts and Other Payables		2,491,302
Refundable Deposits		110,998
Due to Other Funds		271,984
Deferred Revenue - Taxes		402,043
Taxes Collected in Advance/Overcollected		516,418
Encumbrances Payable - Prior Year		329,652
Liquidation - Prior Year Encumbrances	376,929	
Fund Balance - Undesignated		1,917,869
Actual Expenditures	42,233,162	
Actual Revenues		42,385,405
	<u>\$ 48,425,672</u>	<u>\$ 48,425,672</u>

DAYCARE COMBINED PROGRAM
 COMPARATIVE STATEMENT OF REVENUES AND EXPENDITURES
 AND CHANGES IN FUND BALANCE
 FOR THE PERIOD ENDED JUNE 30, 2011
 (with comparative totals for June 30, 2010)

	BUDGET	June 30	
	2010/11	2011	2010
REVENUES:			
Intergovernmental - Nat'l. School Lunch	\$ 27,000	\$ 32,450	\$ 34,608
Intergovernmental - Day Care Grant	319,119	334,841	310,033
School Readiness Program	24,750	32,890	41,250
UConn	78,750	78,750	78,750
Fees	806,536	703,674	813,841
Subsidies	23,000	83,511	41,021
Total Revenues	1,279,155	1,266,116	1,319,503
EXPENDITURES:			
Administrative	186,251	189,157	241,823
Direct Program	970,584	990,843	991,201
Purchased Property Services	16,750	16,466	18,896
Repairs & Maintenance	5,500	4,762	3,007
Insurance	8,000	14,446	7,794
Other Purchased Services	10,475	8,494	4,910
Food Service Supplies	34,750	39,491	42,001
Energy	28,500	28,500	28,500
Supplies & Miscellaneous	16,350	14,129	17,720
Equipment	500	454	8,643
Total Expenditures	1,277,660	1,306,742	1,364,495
EXCESS/(DEFICIENCY)	1,495	(40,626)	(44,992)
FUND BALANCE, JULY 1	268,918	268,918	314,172
FUND BALANCE, END OF PERIOD	\$ 270,413	\$ 228,292	\$ 269,180

MANSFIELD BOARD OF EDUCATION
CAFETERIA FUND
BALANCE SHEET
AS OF JUNE 30, 2011
(with comparative totals for June 30, 2010)

	June 30	
	2011	2010
<u>Assets</u>		
Cash	\$ 215,446	\$ 147,298
Due From State	46,780	36,467
Inventory	67,178	33,068
Total Assets	<u>\$ 329,404</u>	<u>\$ 216,833</u>
<u>Liabilities and Fund Balances</u>		
<u>Liabilities</u>		
Accounts Payable	\$ 1,695	\$ 3,059
Due to Other Funds	9,043	9,528
Total Liabilities	<u>10,738</u>	<u>12,587</u>
<u>Fund Balance</u>		
Fund Balance:		
Unreserved, undesignated	318,666	204,246
Total Fund Balance	<u>318,666</u>	<u>204,246</u>
Total Liabilities and Fund Balance	<u>\$ 329,404</u>	<u>\$ 216,833</u>

MANSFIELD BOARD OF EDUCATION
CAFETERIA FUND
COMPARATIVE STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE
FOR THE PERIOD ENDED JUNE 30, 2011
(with comparative totals for June 30, 2010)

	BUDGET	June 30	
	2010/11	2011	2010
Operating Revenues:			
Intergovernmental	\$ 166,657	\$ 224,108	\$ 215,437
Sales of Food	562,000	581,572	589,526
Other	56,520	80,310	56,445
Total Operating Revenues	<u>785,177</u>	<u>885,990</u>	<u>861,408</u>
Other Financing:			
Transfers In - General Fund Board	20,000	20,000	20,000
Total Revenues & Other Financing	<u>805,177</u>	<u>905,990</u>	<u>881,408</u>
Operating Expenditures:			
Salaries & Benefits	561,604	539,561	529,606
Food & Supplies	285,060	254,261	280,321
Professional and Technical	2,500	2,500	2,500
Equipment - Other	10,000	3,631	4,943
Equipment Repairs & Contracts	2,000	2,100	2,489
Total Operating Expenditures	<u>861,164</u>	<u>802,053</u>	<u>819,859</u>
Excess/(Deficiency)	(55,987)	103,937	61,549
Fund Balance, July 1	<u>214,729</u>	<u>214,729</u>	<u>142,697</u>
Fund Balance, End of Period	<u>\$ 158,742</u>	<u>\$ 318,666</u>	<u>\$ 204,246</u>

Mansfield Parks and Recreation
 Balance Sheet
 As of June 30th, 2011
 (with comparative totals for June 30th, 2010)

	June 30th	
	2011	2010
<u>Assets</u>		
Cash	\$ 218,638	\$ 255,468
Accounts Receivable		14,530
Total Assets	\$ 218,638	\$ 269,998
<u>Liabilities and Fund Balances</u>		
<u>Liabilities</u>		
Accounts Payable	\$ 21,450	\$ 27,643
Due to Other Funds	9,100	8,244
Total Liabilities	30,550	35,887
<u>Fund Balance</u>		
Fund Balance:		
Deferred Revenue	100,611	111,965
Unreserved, undesignated	87,477	122,146
Total Fund Balance	188,088	234,111
Total Liabilities and Fund Balance	\$ 218,638	\$ 269,998

MANSFIELD PARKS & RECREATION FUND
REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
AS OF June 30th, 2011
(With comparative totals as of June 30th, 2011)

	Budget	June 30th	
	2010/11	2011	2010
REVENUES:			
Membership Fees	\$ 900,000	\$ 827,401	\$ 898,851
Program Fees	641,690	595,727	594,299
Fee Waivers	100,910	120,317	102,650
Daily Admission Fees	62,250	63,693	65,581
Rent - Facilities/Parties	35,000	31,018	22,383
Employee Wellness	19,000	17,700	20,155
Rent - E.O. Smith	11,250	13,655	235
Contributions	5,850	4,462	5,512
Sale of Merchandise	5,100	3,264	4,923
Sale of Food	3,000	2,793	3,416
Other	3,000	4,367	3,447
Total Revenues	1,787,050	1,684,396	1,721,453
OPERATING TRANSFERS:			
General Fund - Recreation Administrative	265,760	265,760	259,660
General Fund - Community Programs	75,000	75,000	75,000
CNR Fund - Bicent. Pond	25,000	25,000	25,000
CNR Fund - Teen Center	25,000	25,000	25,000
Total Rev. & Op Trans	2,177,810	2,075,156	2,106,113
EXPENDITURES:			
Salaries & Wages	1,257,170	1,220,837	1,207,337
Benefits	257,910	249,822	214,133
Professional & Technical	138,250	142,797	140,406
Purchased Property Services	46,600	42,830	26,690
Repairs & Maintenance	17,200	20,190	8,617
Other Purchased Services/Rentals	147,250	139,368	138,321
Other Supplies	8,320	5,347	8,303
Energy	136,750	136,750	136,750
Building Supplies	44,000	45,824	37,014
Recreation Supplies	79,070	71,059	68,488
Equipment	40,100	35,000	31,530
Total Expenditures	2,172,620	2,109,825	2,017,590
EXCESS/DEFICIENCY	5,190	(34,669)	88,523
FUND BALANCE, JULY1	93,085	122,146	33,423
FUND BALANCE, End of Period	\$ 98,275	\$ 87,477	\$ 121,946

TOWN OF MANSFIELD
CAPITAL AND NONRECURRING RESERVE FUND BUDGET
ESTIMATED REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FISCAL YEAR 2010/11

	Actual 05/06	Actual 06/07	Actual 07/08	Actual 08/09	Actual 09/10	Adopted 10/11	Actual 10/11	Adopted 11/12	Projected 12/13	Projected 13/14	Projected 14/15	Projected 15/16
SOURCES:												
Revenues:												
General Fund Contribution		100,000	644,000	85,000	685,000	307,500	387,500	476,000	650,000	775,000	900,000	1,025,000
Board Contribution		359,404			85,000							
Property Tax Relief												
Energy Assistance Program												
State Revenue Sharing												
State Dept. of Education - MMS IRC/MMS Drainage												
Rural Development Grant - Downtown Revitalization												
Ambulance User Fees	222,724	187,045	289,864	304,089	279,790	275,000	362,821	325,000	325,000	325,000	325,000	325,000
Landfill Closing Grant - Inkind Reimbursement												
Insurance Settlement												
Interest Income	100,000	100,000										
Other		5,949		30,813	10,464							
Sewer Assessments	9,600		14,400			3,000		3,000	3,000	3,000	3,000	3,000
Pequot Funds	1,435,767	612,032	389,462	349,407	191,333	382,670	193,910	195,000	195,000	195,000	195,000	195,000
Total Sources	1,768,091	1,364,430	1,337,746	769,309	1,251,587	968,170	944,231	999,000	1,173,000	1,298,000	1,423,000	1,548,000
USES:												
Operating Transfers Out:												
General Fund - One Time Costs/Fund Balance Plan	150,000											
General Fund - State Revenue Sharing												
Community Events												
Management Services Fund	225,000	200,000	200,000	150,000	150,000	150,000	150,000	175,000	175,000	200,000	200,000	225,000
Debt Service Sinking Fund	250,000	215,000	200,000	75,000	150,000	150,000	150,000					
Retire Debt for Fire Truck	70,000		70,000		80,000	80,000	80,000					
New Financial Reporting Model (Statement 34)												
Property Tax Revaluation Fund	25,000		25,000	25,000	25,000	35,000	35,000	25,000	25,000	25,000	25,000	25,000
Capital Fund	1,046,109	1,058,534	458,300	307,124	395,000	422,545	470,169	701,000	875,000	1,050,000	1,200,000	1,300,000
Capital Fund - MMS Heating Conversion					378,000							
Day Care Pension	5,000											
Town Manager Search		21,171										
Emergency Services Administration												
Community Center Operating Subsidy	40,000											
Parks & Recreation Operating Subsidy**		40,000	251,538	50,000	50,000	50,000	50,000	50,000				
Health Insurance Fund					50,000							
Retiree Medical Insurance Fund					50,000	70,000	70,000	55,000	80,000	35,000		
Compensated Absences Fund *			63,000									
Downtown Partnership												
Shared Projects with UConn												
Total Uses	1,811,109	1,534,705	1,367,838	647,124	1,276,000	957,545	1,005,169	1,006,000	1,155,000	1,310,000	1,425,000	1,550,000
Excess/(Deficiency)	(43,018)	(170,275)	(30,092)	122,185	(24,413)	10,625	(60,938)	(7,000)	18,000	(12,000)	(2,000)	(2,000)
Fund Balance/(Deficit) July 1	207,476	164,458	(5,817)	(35,909)	86,276	61,863	61,863	925	(6,075)	11,925	(75)	(2,075)
Fund Balance, June 30	\$164,458	(\$5,817)	(\$35,909)	\$86,276	\$61,863	\$72,488	\$925	(\$6,075)	\$11,925	(\$75)	(\$2,075)	(\$4,075)

* Compensated Absences needs to be funded for approximately \$288,000

** Anticipates moving the Town subsidy for the Teen Center and Bicentennial Pond to the General Fund

DEBT SERVICE FUND
BALANCE SHEET
AS OF JUNE 30, 2011
(with comparative totals for June 30, 2010)

	June 30	
	2011	2010
Assets:		
Cash and cash equivalents	\$ 130,144	\$ -
Total Assets	\$ 130,144	\$ -
Liabilities and Fund Balance		
Liabilities:		
Due to General Fund	\$ 30,636	\$ 72,794
Total Liabilities	30,636	72,794
Fund Balance:		
Unreserved:		
Undesignated	\$ 99,508	\$ (72,794)
Total Liabilities and Fund Balance	\$ 130,144	\$ -

DEBT SERVICE FUND
 COMPARATIVE STATEMENT OF REVENUES, EXPENDITURES AND
 CHANGES IN FUND BALANCE
 FOR THE PERIOD ENDED JUNE 30, 2011
 (with comparative totals for June 30 2010)

	BUDGET	June 30	
	2010/11	2011	2010
Revenues:			
Bond Proceeds	\$ -	\$ 133,000	\$ -
Other			6,500
Total Revenues	-	133,000	6,500
Other Financing:			
Operating Transfers In:			
General Fund	\$ 760,000	\$ 760,000	\$ 500,000
CNR Fund	150,000	150,000	150,000
Total Revenues and Other Financing Sources	910,000	1,043,000	656,500
Expenditures:			
Principal Payments	687,213	677,842	548,826
Interest Payments	149,247	107,556	115,121
Legal Services		43,139	
Financial Services & Fees		42,161	
Total expenditures	836,460	870,698	663,947
Excess of revenues and other financing sources over expenditures	73,540	172,302	(7,447)
Fund balance, July 1	(72,794)	(72,794)	(65,347)
Fund balance, End of Period	\$ 746	\$ 99,508	\$ (72,794)

TOWN OF MANSFIELD
DEBT SERVICE FUND
REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

	06/07 ACTUAL	07/08 ACTUAL	08/09 ACTUAL	09/10 ACTUAL	10/11 ACTUAL	11/12 PROJECTED	12/13 PROJECTED	13/14 PROJECTED	14/15 PROJECTED	15/16 PROJECTED
REVENUES:										
Intergovernmental	\$295,462	\$180,794	\$105,218							
Bond Proceeds					\$133,000					
State Revenue Sharing										
Interest on Unspent Balance										
Other (Refund on Lease Purchase in 09/10)				6,500						
Other (Co-Gen Grant in 09/10 elimin)										
TOTAL REVENUES	295,462	180,794	105,218	6,500	133,000					
Operating Transfers In - General Fund	400,000	400,000	415,000	500,000	760,000	825,000	825,000	675,000	350,000	300,000
Operating Transfers In - CNR Fund	215,000	200,000	75,000	150,000	150,000					
Operating Transfers In - MS Fund			75,000							
TOTAL REVENUES AND OPERATING TRANSFERS IN	910,462	780,794	670,218	656,500	1,043,000	825,000	825,000	675,000	350,000	300,000
EXPENDITURES:										
Principal Retirement	805,000	660,000	530,000	455,000	455,000	460,000	460,000	145,000		
Interest	176,482	136,082	104,202	81,927	64,766	45,654	25,900	5,220		
Principal Retirement - GOB 2011								220,000	220,000	220,000
Interest - GOB 2011						91,706	93,525	93,525	86,925	80,325
Lease Purchase - Co-Gen/Pool Covers 07/08			78,134	78,142	78,142	78,142	78,142			
Lease Purchase - CIP Equip 08/09				48,878	114,404	113,886	113,886	113,886		
Lease Purchase - CIP Equip 09/10					73,086	73,086	73,086	73,086	73,086	
Financial & Legal		5,000	3,000		85,300					
TOTAL EXPENDITURES	981,482	801,082	715,336	663,947	870,698	862,474	844,539	650,717	380,011	300,325
REVENUES AND OTHER FINANCING SOURCES OVER/ (UNDER) EXPENDITURES	(71,020)	(20,288)	(45,118)	(7,447)	172,302	(37,474)	(19,539)	24,283	(30,011)	(325)
FUND BALANCE, JULY 1	71,079	59	(20,229)	(65,347)	(72,794)	99,508	62,034	42,495	66,778	36,767
FUND BALANCE, JUNE 30	\$59	(\$20,229)	(\$65,347)	(\$72,794)	\$99,508	\$62,034	\$42,495	\$66,778	\$36,767	\$36,442

TOWN OF MANSFIELD
DEBT SERVICE FUND
REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

	16/17 PROJECTED	17/18 PROJECTED	18/19 PROJECTED	19/20 PROJECTED	20/21 PROJECTED	21/22 PROJECTED	22/23 PROJECTED	23/24 PROJECTED	24/25 PROJECTED	25/26 PROJECTED
REVENUES:										
Intergovernmental										
Bond Proceeds										
State Revenue Sharing										
Interest on Unspent Balance										
Other (Refund on Lease Purchase in 09/10)										
Other (Co-Gen Grant in 09/10 elimin)										
TOTAL REVENUES										
Operating Transfers In - General Fund	300,000	300,000	275,000	275,000	275,000	250,000	250,000	250,000	250,000	200,000
Operating Transfers In - CNR Fund										
Operating Transfers In - MS Fund										
TOTAL REVENUES AND OPERATING TRANSFERS IN	300,000	300,000	275,000	275,000	275,000	250,000	250,000	250,000	250,000	200,000
EXPENDITURES:										
Principal Retirement										
Interest										
Principal Retirement - GOB 2011	220,000	220,000	220,000	220,000	220,000	220,000	220,000	220,000	220,000	200,000
Interest - GOB 2011	73,725	67,125	60,525	53,925	47,325	40,725	33,850	25,600	16,800	8,000
Lease Purchase - Co-Gen/Pool Covers 07/08										
Lease Purchase - CIP Equip 08/09										
Lease Purchase - CIP Equip 09/10										
Financial & Legal										
TOTAL EXPENDITURES	293,725	287,125	280,525	273,925	267,325	260,725	253,850	245,600	236,800	208,000
REVENUES AND OTHER FINANCING SOURCES OVER/ (UNDER) EXPENDITURES	6,275	12,875	(5,525)	1,075	7,675	(10,725)	(3,850)	4,400	13,200	(8,000)
FUND BALANCE, JULY 1	36,442	42,717	55,592	50,067	51,142	58,817	48,092	44,242	48,642	61,842
FUND BALANCE, JUNE 30	\$42,717	\$55,592	\$50,067	\$51,142	\$58,817	\$48,092	\$44,242	\$48,642	\$61,842	\$53,842

SOLID WASTE DISPOSAL FUND
BALANCE SHEET
AS OF JUNE 30, 2011
(with comparative totals for June 30, 2010)

	June 30	
	2011	2010
<u>CURRENT ASSETS</u>		
Cash	\$ 319,491	\$ 257,809
Accounts Receivable (net of allow. for uncollectable accts)	3,995	10,026
Total Current Assets	323,486	267,835
<u>FIXED ASSETS</u>		
Land	8,500	8,500
Buildings & Equipment	565,138	565,138
Less: Accumulated Depreciation	(487,722)	(474,215)
Total Fixed Assets	85,916	99,423
TOTAL ASSETS	\$ 409,402	\$ 367,258
<u>LIABILITIES AND FUND EQUITY</u>		
<u>CURRENT LIABILITIES</u>		
Accounts Payable	\$ 34,445	\$ 24,355
Accrued Compensated Absences	14,707	19,479
Refundable Deposits	18,525	16,275
Total Current Liabilities	67,677	60,109
<u>LONG-TERM LIABILITIES</u>		
Landfill Postclosure Costs	96,000	100,000
Total Long-Term Liabilities	96,000	100,000
TOTAL LIABILITIES	163,677	160,109
<u>FUND EQUITY</u>		
Retained Earnings	245,725	207,149
Total Fund Equity	245,725	207,149
TOTAL LIABILITIES AND FUND EQUITY	\$ 409,402	\$ 367,258

SOLID WASTE DISPOSAL FUND
 COMPARATIVE STATEMENTS OF REVENUES, EXPENDITURES
 AND CHANGES IN FUND BALANCE
 JUNE 30, 2011
 (with comparative totals for June 30, 2010)

	BUDGET	June 30	
	2010/11	2011	2010
Operating Revenues:			
Transfer Station Fees	\$ 90,000	\$ 72,877	\$ 81,330
Garbage Collection Fees	896,700	880,607	856,425
Sale of Recyclables	40,000	17,368	8,938
Other Revenues	2,000	6,036	4,238
Total Operating Revenues	<u>1,028,700</u>	<u>976,888</u>	<u>950,931</u>
Operating Expenses:			
Hauler's Tipping Fees	168,760	149,398	145,717
Mansfield Tipping Fees	59,500	44,354	44,755
Wage & Fringe Benefits	285,210	261,640	283,690
Computer Software	3,840	4,080	3,840
Trucking Fee	31,250	22,336	14,814
Recycling Cost	20,000	12,104	12,143
Contract Pickup	360,600	397,471	355,311
Supplies and Services	29,300	11,704	12,460
Depreciation Expense	30,000	13,507	23,229
Hazardous Waste	11,900	11,528	11,233
Equipment Parts/Other	3,000	189	-
LAN/WAN Expenditures	10,000	10,000	10,000
Total Operating Expenses	<u>1,013,360</u>	<u>938,311</u>	<u>917,192</u>
NET INCOME (LOSS)	15,340	38,577	33,739
Retained Earnings, July 1	<u>207,148</u>	<u>207,148</u>	<u>173,410</u>
Retained Earnings, End of Period	<u>\$ 222,488</u>	<u>\$ 245,725</u>	<u>\$ 207,149</u>

HEALTH INSURANCE FUND
BALANCE SHEET
June 30, 2011
(with comparative totals for June 30, 2010)

	June 30	
	2011	2010
<u>Assets</u>		
Cash and cash equivalents	\$ 3,608,416	\$ 2,711,155
Accounts Receivable	179,688	181,709
Due from Other Funds	294,691	472,006
Total Assets	\$ 4,082,795	\$ 3,364,870
<u>Liability and Fund Equity</u>		
Liabilities:		
Accrued Medical Claims	\$ 376,000	\$ 410,000
Total Liabilities	376,000	410,000
Fund Equity		
Net Contributed Capital	400,000	400,000
Retained Earnings	3,306,795	2,554,870
Total Fund Equity	3,706,795	2,954,870
Total Liabilities and Fund Equity	\$ 4,082,795	\$ 3,364,870

HEALTH INSURANCE FUND
 COMPARATIVE STATEMENTS OF REVENUES, EXPENDITURES
 AND CHANGES IN FUND BALANCE
 June 30, 2011
 (with comparative totals for June 30, 2010)

	June 30	
	2011	2010
Revenues:		
Premium income	\$ 7,477,079	\$ 7,626,169
Interest income	2,981	5,870
Total Revenues	7,480,060	7,632,039
Expenditures:		
Payroll	97,099	89,188
Administrative expenses	510,108	691,686
Medical claims	5,912,106	5,148,890
Consultants	45,489	30,957
Employee Wellness	50,408	20,155
Medical Supplies	102,924	102,886
LAN/WAN Expenditures	10,000	10,000
Total Expenditures	6,728,134	6,093,762
Revenues and Other Financing Sources Over/ (Under) Expenditures	751,925	1,538,277
Contributed Capital	400,000	400,000
Fund Equity, July 1	2,554,870	1,016,593
Fund Equity plus Cont. Capital, End of Period	\$ 3,706,795	\$ 2,954,870

WORKERS' COMPENSATION FUND
BALANCE SHEET
JUNE 30, 2011
(with comparative totals for June 30, 2010)

	June 30	
	2011	2010
<u>ASSETS</u>		
Current Assets:		
Cash and Cash Equivalents	\$ 56,691	\$ 89,314
Total Assets	\$ 56,691	\$ 89,314
<u>FUND BALANCE</u>		
Equity:		
Retained Earnings	\$ 56,691	\$ 89,314
Total Liabilities and Equity	\$ 56,691	\$ 89,314

WORKERS' COMPENSATION FUND
 COMPARATIVE STATEMENT OF REVENUES, EXPENDITURES
 AND CHANGES IN FUND BALANCE
 JUNE 30, 2011
 (with comparative totals for June 30, 2010)

	BUDGET	June 30	
	2010/11	2011	2010
<u>REVENUES:</u>			
Premium Income	\$ 402,350	\$ 403,950	\$ 457,988
Total Revenues	402,350	403,950	457,988
<u>OPERATING EXPENSES:</u>			
Workers' Compensation Insurance	418,965	414,679	393,207
Medical Equipment	-	21,894	-
Total Operating Expenses	418,965	436,573	393,207
NET INCOME (LOSS)	(16,615)	(32,623)	64,781
Fund Balance, July 1	89,314	89,314	24,533
Fund Balance, End of Period	\$ 72,699	\$ 56,691	\$ 89,314

MANAGEMENT SERVICES FUND
ESTIMATED BALANCE SHEET
JUNE 30, 2011

	Actual June 30, 2010	Actual June 30, 2011	Estimated June 30, 2012
<u>ASSETS</u>			
Current Assets:			
Cash and Cash Equivalents	\$ -	\$ 251,423	\$ 201,650
Due from General Fund			
Accounts Receivable	59,750	103,910	40,000
Inventory	9,136	3,624	9,136
Total Current Assets	<u>68,886</u>	<u>358,957</u>	<u>250,786</u>
Fixed Assets:			
Construction in Progress			
Land	145,649	145,649	145,649
Buildings	226,679	226,679	226,679
Office Equipment	3,077,617	1,901,109	2,049,507
Construction in Progress		14,898	
Accum. Depreciation	(1,916,999)	(918,217)	(1,139,275)
Net Fixed Assets	<u>1,532,946</u>	<u>1,370,118</u>	<u>1,282,560</u>
Total Assets	<u>\$ 1,601,832</u>	<u>\$ 1,729,075</u>	<u>\$ 1,533,346</u>
<u>LIABILITIES AND EQUITY</u>			
Liabilities:			
Accounts Payable	\$ 29,927	\$ 73,449	
Lease Purchase Payable	217,736	217,738	61,455
Due to the General Fund	5,654		
Due to Internal Service Fund	2,731	4,563	
Total Liabilities	<u>256,048</u>	<u>295,750</u>	<u>61,455</u>
Equity:			
Contributed Capital	146,000	146,000	146,000
Retained Earnings	1,199,784	1,287,327	1,325,891
Total Equity	<u>1,345,784</u>	<u>1,433,325</u>	<u>1,471,891</u>
Total Liabilities and Equity	<u>\$ 1,601,832</u>	<u>\$ 1,729,075</u>	<u>\$ 1,533,346</u>

MANAGEMENT SERVICES FUND
ESTIMATED STATEMENT OF CASH FLOWS
JUNE 30, 2011

	Actual June 30, 2010	Actual Jun. 30, 2011	Estimated Jun. 30, 2012
CASH FROM OPERATING ACTIVITIES:			
Operating income	\$ 145,680	\$ 87,541	\$ 38,566
ADJUSTMENTS TO RECONCILE OPERATING INCOME TO NET CASH PROVIDED BY OPERATING ACTIVITIES:			
Depreciation Expense	212,608	199,751	221,058
(Increase) decrease in:			
Other Receivables	(2,939)	(44,160)	63,910
Inventory	22,053	5,512	(5,512)
Increase (decrease) in:			
Accounts payable	(65,764)	43,522	(229,732)
Due to other funds	(187,189)	(3,822)	(4,563)
NET CASH PROVIDED BY OPERATING ACTIVITIES	<u>124,449</u>	<u>288,344</u>	<u>83,727</u>
CASH FLOWS USED IN CAPITAL AND RELATED FINANCING ACTIVITIES:			
Disposal of fixed assets	9,838	66,257	
Purchase of fixed assets	(134,287)	(103,178)	(133,500)
NET INCREASE IN CASH AND CASH EQUIVALENTS	-	251,423	(49,773)
CASH AND CASH EQUIVALENTS - JULY 1	-	-	<u>251,423</u>
CASH AND CASH EQUIVALENTS - End of Period	<u>\$ -</u>	<u>\$ 251,423</u>	<u>\$ 201,650</u>

MANAGEMENT SERVICES FUND
ESTIMATED STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE
AS OF JUNE 30, 2011

TOTAL MANAGEMENT SERVICES FUND				
	Budget		Variance	
	2010/11	Actual	Favorable	Estimated
		2010/11	(Unfavorable)	2011/12
REVENUES:				
Mansfield Board of Education	\$ 103,150	\$ 103,150	\$ -	\$ 106,250
Region 19	97,980	97,980		100,920
Town of Mansfield	10,000	50,000	40,000	10,300
Communication Service Fees	216,000	216,200	200	216,200
Copier Service Fees	226,240	227,050	810	227,250
Energy Service Fees	2,030,530	2,047,940	17,410	1,977,080
Rent	72,450	72,450		74,624
Rent - Telecom Tower	110,000	129,005	19,005	115,000
Sale of Supplies	36,000	37,825	1,825	40,000
CNR Fund	150,000	150,000		175,000
Health Insurance Fund	10,000	10,000		10,000
Solid Waste Fund	10,000	10,000		10,000
Sewer Operating Fund	3,000	3,000		3,000
Local Support				
Postal Charges	91,250	92,000	750	93,250
Universal Services Fund	30,000	35,935	5,935	30,000
Total Revenues	3,196,600	3,282,535	85,935	3,188,874
EXPENDITURES:				
Salaries & Benefits	423,659	395,883	27,776	409,660
Training	8,550	7,466	1,084	8,650
Repairs & Maintenance	27,255	19,778	7,477	28,255
Professional & Technical	30,465	32,587	(2,122)	33,570
System Support	113,900	124,158	(10,258)	116,800
Copier Maintenance Fees	82,500	84,550	(2,050)	90,000
Communications	216,512	206,063	10,449	205,360
Supplies and Software Licensing	23,600	26,125	(2,525)	24,800
Equipment	165,500	193,011	(27,511)	158,000
Postage	92,000	81,231	10,769	85,000
Energy	1,734,000	1,868,258	(134,258)	1,847,475
Equipment Rental/Cost of Sales	50,200	59,311	(9,111)	55,180
Total Expenditures	2,968,141	3,098,421	(130,280)	3,062,749
Add:				
Depreciation	208,657	199,751	8,906	221,058
Less:				
Equipment Capitalized	(95,000)	(103,178)	8,178	(133,500)
Operating Expenditures	3,081,798	3,194,994	(113,196)	3,150,307
Net Income (Loss)	114,802	87,541	(27,261)	38,566
Total Equity & Contributed Capital, July 1	1,345,784	1,345,784		1,433,325
Total Equity & Contributed Capital, End of Period	\$ 1,460,586	\$ 1,433,325	\$ (27,261)	\$ 1,471,891

CEMETERY FUND
BALANCE SHEET
JUNE 30, 2011
(with comparative totals for June 30, 2010)

	June 30	
	2011	2010
<u>ASSETS</u>		
Cash and cash equivalents	\$ -	\$ -
Investments	405,740	382,414
Total Assets	\$ 405,740	\$ 382,414
<u>LIABILITES AND FUND BALANCE</u>		
<u>Liabilities</u>		
Accounts Payable	\$ 4,450	\$ 5,228
Due to General Fund	79,039	45,432
Total Liabilities	83,489	50,660
<u>FUND BALANCE</u>		
Fund Balance		
Reserved for perpetual care	517,125	517,125
Reserved for nonexpendable trust	1,200	1,200
Unreserved, undesignated	(196,074)	(186,571)
Total Fund Balance	322,251	331,754
Total Liabilities and Fund Balance	\$ 405,740	\$ 382,414

CEMETERY FUND
 COMPARATIVE STATEMENTS OF REVENUES, EXPENDITURES
 AND CHANGES IN FUND BALANCE
 JUNE 30, 2011
 (with comparative totals for June 30, 2010)

	BUDGET	June 30	
	2010/11	2011	2010
Operating Revenues:			
Contributions	\$ -	\$ -	\$ 12,232
Interest & Dividend Income	24,000	23,721	30,636
Sale of Plots	3,700	9,350	6,300
Total Operating Revenues	27,700	33,071	49,168
Operating Expenses:			
Salaries	2,500	3,986	2,500
Cemetery Maintenance	17,680	18,202	9,806
Mowing Service	21,640	18,236	22,208
Other Purchased Services		2,150	
Capital Projects-Rolling Stock			33,264
Total Operating Expenses	41,820	42,574	67,778
Operating Income/(Loss)	(14,120)	(9,503)	(18,610)
Retained Earnings, July 1	317,096	331,754	350,364
Retained Earnings, End of Period	\$ 302,976	\$ 322,251	\$ 331,754

TOWN OF MANSFIELD
INVESTMENT POOL
AS OF JUNE 30, 2011

	MARKET VALUE JUL 01, 2010	MARKET VALUE SEP 30, 2010	MARKET VALUE DEC 31, 2010	MARKET VALUE MAR 31, 2011	MARKET VALUE JUN 30, 2011	FISCAL 09/10 CHANGE IN VALUE
STOCK FUNDS:						
FIDELITY INVESTMENTS:						
SELECT UTILITIES GROWTH	38,472.45	43,530.76	45,187.79	47,037.15	49,310.48	10,838.03
BANK OF AMERICA						
COLUMBIA LG CAP INDEX FUND	10,302.59	12,009.54	13,689.90	13,356.61	13,253.90	2,951.31
COLUMBIA MULTI-ADVISOR INTL EQUIT	3,959.00	4,651.85	4,877.71	3,588.80	3,577.59	(381.41)
COLUMBIA EMERGING MARKETS FUND				1,663.72	1,565.26	1,565.26
COLUMBIA MID CAP INDEX FUND	1,579.05	1,774.91	2,000.15	1,838.25	1,837.16	258.11
COLUMBIA SMALL CAP INDEX FUND	1,202.50	1,332.77	1,551.13	1,510.64	1,479.22	276.72
SUB-TOTAL BANK OF AMERICA	17,043.14	19,769.07	22,118.89	21,958.02	21,713.13	4,669.99
TOTAL STOCK FUNDS	55,515.59	63,299.83	67,306.68	68,995.17	71,023.61	15,508.02
BOND FUNDS:						
WELLS FARGO ADVANTAGE						
WELLS FARGO INCOME PLUS-INV	61,076.91	63,030.51	62,386.22	62,990.42	64,197.40	3,120.49
T. ROWE PRICE						
U.S. TREASURY LONG	67,235.96	70,808.14	65,011.38	64,248.19	66,224.15	(1,011.81)
U.S. SECURITIES						
U.S. TREASURY NOTES	66,819.97	66,837.04	66,855.98	66,870.65	66,887.74	67.77
BANK OF AMERICA						
COLUMBIA HIGH INCOME FUND	1,936.10	1,993.34	2,000.80	2,030.66	2,016.07	79.97
COLUMBIA BOND FUND	17,205.72	17,497.97	16,913.48	19,230.79	19,334.85	2,129.13
SUB-TOTAL BANK OF AMERICA	19,141.82	19,491.31	18,914.28	21,261.45	21,350.92	2,209.10
VANGUARD INVESTMENTS						
GNMA FUND	316,645.08	320,062.26	321,385.80	323,443.64	332,213.60	15,568.52
TOTAL BOND FUNDS	530,919.74	540,229.26	534,553.66	538,814.35	550,873.81	19,954.07
PUBLIC REAL ESTATE INVESTMENT TRUST:						
BANK OF AMERICA						
COLUMBIA REAL ESTATE EQUITY FUND	1,442.04	1,612.34	1,707.10	1,788.13	1,838.94	396.90
TOTAL CASH	1,442.04	1,612.34	1,707.10	1,788.13	1,838.94	396.90
CASH:						
BANK OF AMERICA						
COLUMBIA MONEY MARKET FUND	10,641.09	10,883.82	11,452.65	10,792.65	11,248.55	607.46
TOTAL CASH	10,641.09	10,883.82	11,452.65	10,792.65	11,248.55	607.46
TOTAL INVESTMENTS	598,518.46	616,025.25	615,020.09	620,390.30	634,984.91	36,466.45

**Town of Mansfield
Investment Pool
As of June 30, 2011**

	Equity Percentage	Equity In Investments	Equity In Cash Equiv.	Total Equity
Cemetery Fund	65.050%	405,740.50	7,317.18	413,057.68
School Non-Expendable Trust Fund	0.092%	573.84	10.35	584.19
Compensated Absences Fund	34.858%	217,422.02	3,921.02	221,343.04
Total Equity by Fund	100.000%	623,736.36	11,248.55	634,984.91

<u>Investments</u>	<u>Market Value</u>
<u>Stock Funds:</u>	
Fidelity - Select Utilities Growth	49,310.48
Bank of America - Colombia Lg Cap Index	13,253.90
Bank of America - Columbia Multi-Adv Intl	3,577.59
Bank of America - Columbia Emerging	1,565.26
Bank of America - Columbia Mid Cap Index	1,837.16
Bank of America - Columbia Small Cap Index	1,479.22
Sub-Total Stock Funds	71,023.61
<u>Bond Funds:</u>	
Wells Fargo Advantage Funds-Corp Bond Inv	64,197.40
T. Rowe Price - U. S. Treasury Long-Term	66,224.15
People's Securities, Inc. - U.S. Treasury Notes	66,887.74
Bank of America-Columbia High Income Fund	2,016.07
Bank of America-Columbia Bond Fund	19,334.85
Vanguard - GNMA Fund	332,213.60
Sub-Total Bond Funds	550,873.81
<u>Public Real Estate Investment Trust</u>	
Columbia Real Estate Equity Fund	1,838.94
<u>Cash Equivalents:</u>	
Columbia Money Market Fund - Trust	11,248.55
Total Investments	634,984.91

<u>Allocation</u>	<u>Amount</u>	<u>Percentage</u>
Stocks	71,023.61	11.19%
Bonds	550,873.81	86.75%
Public Real Estate Investment Trust	1,838.94	0.29%
Cash Equivalents	11,248.55	1.77%
Total Investments	634,984.91	100.00%

EASTERN HIGHLANDS HEALTH DISTRICT
BALANCE SHEET
AS OF June 30th, 2011
(with comparative totals for June 30th, 2010)

<u>Assets</u>	June 30th	
	2011	2010
Cash and cash equivalents	\$ 320,646	\$ 295,870
Total Assets	\$ 320,646	\$ 295,870
<u>Liabilities and Fund Balance</u>		
<u>Liabilities</u>		
Accounts Payable	\$ 10,096	\$ 7,590
Total Liabilities	10,096	7,590
<u>Fund Balance</u>		
Fund Balance:		
Reserved for Prior Year Encumbrances		-
Unreserved, undesignated	310,549	288,280
Total Fund Balance	310,549	288,280
Total Liabilities & Fund Balance	\$ 320,646	\$ 295,870

EASTERN HIGHLANDS HEALTH DISTRICT
COMPARATIVE STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE

AS OF June 30th, 2011

(with comparative totals for June 30th, 2010)

	Adopted	Amended	June 30th,		
	Budget	Budget	2011	2010	
	2010/11	2010/11			
Operating Revenues:					
Member Town Contributions	\$ 360,850	\$ 360,850	\$ 360,946	100.0%	\$361,616
State Grants	148,020	148,020	148,015	100.0%	148,333
Septic Permits	28,560	28,560	26,100	91.4%	31,000
Well Permits	21,330	21,330	13,604	63.8%	18,775
Soil Testing Service	32,480	32,480	33,330	102.6%	37,610
Food Protection Service	54,460	54,460	46,609	85.6%	43,130
B100a Reviews	32,630	32,630	21,880	67.1%	22,350
Septic Plan Review	27,300	27,300	23,215	85.0%	25,931
Other Health Services	3,500	3,500	9,508	271.7%	21,968
Appropriation of Fund Balance	10,160	10,160			
Total Operating Revenues	719,290	719,290	683,207	95.0%	710,713
Operating Expenditures:					
Salaries & Wages	465,700	460,290	430,618	92.5%	424,988
Benefits	168,780	174,190	157,304	93.2%	163,473
Miscellaneous Benefits	6,030	6,030	1,920	31.8%	3,357
Insurance	15,650	15,650	14,376	91.9%	14,456
Professional & Technical Services	15,450	15,450	14,139	91.5%	11,352
Other Purchased Services	34,220	34,220	31,998	93.5%	28,255
Other Supplies	8,000	8,000	6,681	83.5%	3,558
Equipment - Minor	2,460	2,460	902	36.7%	1,166
Total Operating Expenditures	716,290	716,290	657,938	91.9%	650,605
Transfers Out:					
Transfers to CNR	3,000	3,000	3,000	100.0%	3,000
Total Operating Exp. & Transfers C	719,290	719,290	660,938	91.9%	653,605
Operating Income/(Loss)	-	-	22,269		57,108
Fund Balance, July 1	288,280	288,280	288,280		231,172
Fund Balance, End of Period	\$ 288,280	\$ 288,280	\$ 310,549		\$288,280

EASTERN HIGHLANDS HEALTH DISTRICT
 CAPITAL NONRECURRING FUND BALANCE SHEET
 AS OF June 30th, 2011
 (with comparative totals for June 30th, 2011)

	June 30th	
	2011	2010
<u>Assets</u>		
Cash and cash equivalents	\$ 59,467	\$ 71,467
Total Assets	\$ 59,467	\$ 71,467
<u>Fund Balance</u>		
Fund Balance:		
Unreserved, undesignated	\$ 59,467	\$ 71,467
Total Fund Balance	\$ 59,467	\$ 71,467

EASTERN HIGHLANDS HEALTH DISTRICT
 CAPITAL NONRECURRING FUND
 COMPARATIVE STATEMENT OF REVENUES, EXPENDITURES
 AND CHANGES IN FUND BALANCE
 AS OF June 30th, 2011
 (with comparative totals for June 30th, 2011)

	June 30th	
	2011	2010
Operating Revenues:		
State Grants	\$ -	\$ -
Transfers In-G/F	3,000	3,000
Total Operating Revenues	3,000	3,000
Operating Expenditures:		
Vehicles	15,000	-
Office Equipment	-	1,203
Total Operating Expenditures	15,000	1,203
Operating Income/(Loss)	(12,000)	1,797
Fund Balance, July 1	71,467	69,670
Fund Balance, End of Period	\$ 59,467	\$ 71,467

**MANSFIELD DOWNTOWN PARTNERSHIP
BALANCE SHEET
AS OF JUNE 30, 2011
(with comparative totals for June 30, 2010)**

	June 30,	
	2011	2010
<u>ASSETS</u>		
Cash & Cash Equivalents	\$ 292,098	\$ 260,322
Accounts Receivable	900	900
Total Assets	\$ 292,998	\$ 261,222
<u>LIABILITIES</u>		
Accounts Payable	\$ 3,420	\$ 3,573
Total Liabilities	3,420	3,573
<u>FUND BALANCE</u>		
Fund Balance, Unreserved	289,578	257,649
Total Fund Balance	289,578	257,649
Total Liabilities and Fund Balance	\$ 292,998	\$ 261,222

MANSFIELD DOWNTOWN PARTNERSHIP
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE

	Actual 2000/01	Actual 2001/02	Actual 2002/03	Actual 2003/04	Actual 2004/05	Actual 2005/06	Actual 2006/07	Actual 2007/08	Actual 2008/09	Actual 2009/10	Budget 2010/11	Actual 2010/11
Revenues:												
Intergovernmental:												
Mansfield General Fund/CNR	\$ 32,500	\$ 20,000	\$ 30,000	\$ 41,500	\$ 50,000	\$ 62,000	\$ 62,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000
Uconn		32,500	45,000	46,500	60,000	62,000	62,000	125,000	125,000	125,000	125,000	125,000
Mansfield Capital Projects *						60,000						10,000
Leyland Share - Relocation								30,210				
Membership Fees			10,040	13,085	17,355	20,282	19,215	21,820	22,440	20,199	18,000	16,983
Local Support				1,500	1,500							
State Support						4,993						
Contributions/Other					200	2,165	(165)			240		
Total Revenues	32,500	52,500	85,040	102,585	129,055	211,440	143,050	302,030	272,440	270,439	268,000	276,983
Operating Expenditures:												
Salaries and Benefits		15,531	71,378	73,007	83,974	92,800	107,140	121,544	133,679	135,713	145,570	147,126
Professional & Technical	930	9,519	7,386	5,406	8,397	63,068	44,967	31,817	27,202	28,893	80,700	71,561
Relocation Costs							20,000	40,420				
Office Rental		3,600	11,000	11,800	13,181	13,775	16,451	17,565	17,584	15,918	16,170	15,040
Insurance			1,650	1,760	1,764	1,772	1,702	1,704	1,713	1,724	1,750	1,715
Purchased Services			8,029	5,005	6,092	9,065	7,092	7,003	8,157	6,666	7,100	6,612
Supplies & Services		3,980	4,704	2,837	2,463	4,075	2,055	2,733	2,783	3,257	2,900	3,000
Contingency											25,000	
Total Operating Expenditures	930	32,630	104,147	99,815	115,871	184,555	199,407	222,786	191,118	192,171	279,190	245,054
Operating Income/(Loss)	31,570	19,870	(19,107)	2,770	13,184	26,885	(56,357)	79,244	81,322	78,268	(11,190)	31,929
Fund Balance, July 1		31,570	51,440	32,333	35,103	48,287	75,172	18,815	98,059	179,381	257,649	257,649
Fund Balance, End of Period	\$ 31,570	\$ 51,440	\$ 32,333	\$ 35,103	\$ 48,287	\$ 75,172	\$ 18,815	\$ 98,059	\$ 179,381	\$ 257,649	\$ 246,459	\$ 289,578
Contribution Recap:												
Mansfield	\$ 32,500	\$ 20,000	\$ 30,000	\$ 41,500	\$ 50,000	\$ 62,000	\$ 62,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000
Mansfield Capital Projects						60,000						
UCONN		32,500	45,000	46,500	60,000	62,000	62,000	125,000	125,000	125,000	125,000	125,000
Total Contributions	\$ 32,500	\$ 52,500	\$ 75,000	\$ 88,000	\$ 110,000	\$ 184,000	\$ 124,000	\$ 250,000				

**TOWN OF MANSFIELD
DOWNTOWN REVITALIZATION & ENHANCEMENT
PROJECT #84120 through #84130
ESTIMATED STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE
AS OF JUNE 30, 2011**

	Project Length	
	Budget	Actual
Operating Revenues:		
Intergovernmental Revenues -		
USDA Rural Development Grant	\$ 175,509	\$ 175,509
DECD STEAP Grants - I, II, III	1,200,000	610,938
Urban Action Grant	2,500,000	76,109
DOT Grant # 77-217	1,172,800	
Urban Action Grant/Rell	10,000,000	
DOT Grant # 77-223	2,250,000	
Federal Transit Authority (GHTD)	490,000	29,679
Omnibus Bill (DOT)	712,500	
Federal Transit Authority (Bus Facility)	4,940,000	
Local Support (DECD grant)	115,640	22,075
Local Share - Bonds	302,000	302,000
Leyland Share	1,250,860	9,000
Total Operating Revenues	25,109,309	1,225,310
Operating Expenditures:		
Downtown Revitalization & Enhancement:		
Legal Services	226,847	234,931
Legal Services - DECD Contract	7,442	2,442
Contracted Services	299,300	49,593
Architects & Engineers	2,120,801	1,045,062
Demolition	80,000	876
Environmental Remediation	250,000	
Construction Costs	19,510,090	2,798
Construction - Storrs Road	2,392,558	460
Construction - Walkway	222,271	222,271
Total Operating Expenditures	25,109,309	1,558,433
Operating Income/(Loss)		(333,123)
Fund Balance, July 1		
Fund Balance, End of Period	\$ -	\$ (333,123)

SERIAL BONDS SUMMARY
SCHOOLS AND TOWN
June 30, 2011

	Schools	Town	Total
Balance at July 1, 2010	\$330,000	\$1,190,000	\$1,520,000
Issued During Period	1,025,000	1,815,000	2,840,000
Retired During Period	85,000	370,000	455,000
Balance at 6/30/11	<u>\$1,270,000</u>	<u>\$2,635,000</u>	<u>\$3,905,000</u>

CHANGES IN BOND AND NOTES OUTSTANDING

	Serial Bonds	BAN's	Promissory Note	Total
Balance at July 1, 2010	\$1,520,000			\$1,520,000
Debt Issued	2,840,000			2,840,000
Debt Retired	455,000			455,000
Balance at 6/30/11	<u>\$3,905,000</u>			<u>\$3,905,000</u>

Description	Original Amount	Payment Date		Bonds	BAN's	Promissory Note	Total
		P & I	I				
2004 Town Taxable Gen. Obligation Bond	2,590,000	6/01	12/01	625,000			625,000
2004 Town General Obligation Bond	940,000	6/01	12/01	245,000			245,000
2004 Town General Obligation Bond	725,000	6/01	12/01	195,000			195,000
2011 Town General Obligation Bond	2,840,000	3/01	09/01	2,840,000			2,840,000
	<u>\$7,095,000</u>			<u>\$3,905,000</u>			<u>\$3,905,000</u>

DETAIL OF DEBT OUTSTANDING
SCHOOLS AND TOWNS
AS OF JUNE 30, 2011

	<u>Original Amount</u>	<u>Balance 06/30/11</u>
Schools		
Consists of -		
2004 General Obligation Bonds:		
MMS IRC	\$ 940,000	\$ 245,000
2011 General Obligation Bonds:		
MMS Heating Conversion	1,025,000	1,025,000
Schools Outstanding Debt	1,965,000	1,270,000
Town		
Consists of -		
2004 Taxable General Obligation Bonds:		
Community Center	\$ 2,590,000	\$ 625,000
2004 General Obligation Bonds:		
Library Renovations	725,000	195,000
2011 General Obligation Bonds:		
Community Center Air Conditioning	173,620	173,620
Hunting Lodge Road Bikeway	105,250	105,250
Salt Storage Shed	263,130	263,130
Storrs Rd/Flaherty Rd Streetscape Improvements	302,000	302,000
Various Equipment Purchases	93,000	93,000
Facility Improvements	40,000	40,000
Transportation Facility Improvements	130,000	130,000
Stone Mill Rd/Laurel Lane Bridge Replacements	378,000	378,000
2011 Sewer Purpose Obligation Bonds:		
Four Corners Sewer & Water Design	330,000	330,000
Town Outstanding Debt	5,130,000	2,635,000
Total Debt Outstanding	\$ 7,095,000	\$ 3,905,000

TOWN OF MANSFIELD
SUMMARY OF INVESTMENTS
June 30, 2011

ALL OTHER FUNDS:

Institution	Principal	Rate of Interest	Date of Purchase	Date of Maturity	Accrued Interest @ 6/30/11
State Treasurer	9,706,178	0.210	Various	Various	
Total Accrued Interest @ 6/30/11					<u>28,090</u>
Interest Received 7/1/10 - 6/30/11					
Total Interest, General Fund, 6/30/11					<u><u>28,090</u></u>

CAPITAL FUND:

Institution	Principal	Rate of Interest	Date of Purchase	Date of Maturity	Accrued Interest @ 6/30/11
State Treasurer			Various	Various	
Total Accrued Interest @ 6/30/11					<u> </u>
Interest Received 7/1/10 - 6/30/11					
Total Interest, Capital Fund @ 6/30/11					<u><u> </u></u>

HEALTH INSURANCE FUND:

Institution	Principal	Rate of Interest	Date of Purchase	Date of Maturity	Accrued Interest @ 6/30/11
MBIA - Class	1,002,609	0.060	Various	Various	
State Treasurer	2,130,616	0.210	Various	Various	
Total Accrued Interest @ 6/30/11					<u>2,981</u>
Interest Received 7/1/10 - 6/30/11					
Total Interest, Health Insurance Fund @ 6/30/11					<u><u>2,981</u></u>

Town of Mansfield
Memo

DATE July 1, 2011
 To: Matt Hart, Town Manager
 Cherie Trahan, Director of Finance
 From: Christine Gamache, Collector of Revenue
 Subject: Amounts and % of Collections for 7/1/10 to 6/30/11 comparable to 7/1/09 to 6/30/10

	GRAND LIST		ADJUSTED			DELINQUENT	
	2009	ADJUSTMENTS	LIST	PAID	% PAID	BALANCE	% DEL
RE	22,250,372	(14,457)	22,235,915	22,041,596	99.1%	194,318	0.9%
PER	846,956	(9,643)	837,313	816,079	97.5%	21,234	2.5%
MV	1,755,812	(56,578)	1,699,234	1,638,848	96.4%	60,386	3.6%
DUE	24,853,140	(80,678)	24,772,462	24,496,524	98.9%	275,938	1.1%
MVS	187,103	(2,483)	184,620	164,971	89.4%	19,649	10.6%
TOTAL	25,040,243	(83,161)	24,957,082	24,661,495	98.8%	295,587	1.2%

PRIOR YEARS COLLECTION
July 1, 2010 to June 30, 2011

Suspense Collections	9,766	Suspense Interest Less Fees	11,259
Prior Years Taxes	434,442	Interest and Lien Fees	254,661
	<u>444,207</u>		<u>265,920</u>

	GRAND LIST		ADJUSTED			DELINQUENT	
	2008	ADJUSTMENTS	LIST	PAID	% PAID	BALANCE	% DEL
RE	21,179,037.10	11,755.31	21,190,792	20,921,657	98.7%	269,135	1.3%
PER	866,642.85	(9,060.51)	857,582	836,576	97.6%	21,006	2.4%
MV	1,723,897.08	(48,297.95)	1,675,599	1,598,463	95.4%	77,137	4.6%
DUE	23,769,577.03	(45,603.15)	23,723,974	23,356,696	98.5%	367,278	1.5%
MVS	187,990.54	(2,761.64)	185,229	162,859	87.9%	22,370	12.1%
TOTAL	23,957,567.57	(48,364.79)	23,909,203	23,519,555	98.4%	389,648	1.6%

PRIOR YEARS COLLECTION
July 1, 2009 to June 30, 2010

Suspense Collections	11,126.17	Suspense Interest Less Fees	12,007.63
Prior Years Taxes	240,700.76	Interest and Lien Fees	145,422.10
	<u>251,826.93</u>		<u>157,429.73</u>

CAPITAL PROJECTS - OPEN SPACE
STATUS REPORT THROUGH JUNE 30, 2011

Acreage	Total Budget	Expended Thru 6/30/2010	Current Year Expenditures	Estimated Unexpended Balance	Anticipated Grants
	\$4,409,389				
Expenditures Prior to 92/93		130,790			
UNALLOCATED COSTS:					
Appraisal Fees - Various		17,766			
Financial Fees		8,975			
Legal Fees		10,710	4,449		
Survey & Inspections		6,475			
Outdoor Maintenance		10,127	3,925		
Major Additions - Improvements		3,000			
Miscellaneous Costs		2,927			
Forest Stewardship-50' Cliff Preserve		3,852			
Parks Coordinator		103,604			
PROPERTY PURCHASES:					
Bassetts Bridge Rd Lots 1,2,3	8.23	128,439			
Baxler Property	25.80	163,330			
Bodwell Property	6.50	42,703			
Boettiger, Orr, Parish Property	105.00	101,579			
Dorwart Property	61.00	342,482			
Dunnack Property	32.00	35,161			
Eaton Property	8.60	162,236			
Ferguson Property	1.19	31,492			
Fesik Property	7.40	7,636			
Hatch/Skinner Property	35.33	291,780			
Holinko Property	18.60	62,576			
Larkin Property	11.70	24,202			
Lion's Club Park		81,871			
McGregor Property	2.10	8,804			
McShea Property		1,500			
* Merrow Meadow Park Develop.	15.00				
Morneau Property		4,310			
Moss Property	134.50	100,000			
Mulberry Road (Joshua's Trust)	5.90	12,500			
Mullane Property (Joshua's Trust)	17.00	10,000			
Olsen Property	59.75	104,133			
Ossen - Birchwood Heights Property				500	
Porter Property	6.70	135,466			
Reed Property	23.70	69,527			
Rich Property	102.00	283,322			
Sibley Property	50.57	90,734			
Swanson Property (Browns Rd)	29.00	64,423			
Thompson/Swaney Prop. (Bone Mill)		1,500			
Torrey Property	29.50	91,792			
Vernon Property	3.00	31,732			
Estate of Vernon - Property	68.41	257,996			
Warren Property	6.80	24,638			
Watts Property	23.50	92,456			
899.78	\$4,409,389	\$3,158,546	\$8,874	\$1,241,969	\$0

Project Name	Amount	Breakdown of Expenditures of Prior to 92/93	Amount
85105 - Local Funds 94/95	\$250,000	White Cedar Swamp - Purchase	\$50,000
85105 - Local Funds 90/91	227,855	Appraisal Fees	250
85105 - Local Funds 97/98	250,000	Financial Fees	5,457
85105 - Local Funds 98/99	250,000	Miscellaneous Costs	605
85105 - Local Funds 99/00	250,000	Unidentifiable (Prior 89/90)	74,478
85105 - Local Funds 00/01	250,000		
85105 - Local Support June 15, 2001	5,000		
85105 - Local Funds 01/02	250,000		
85105 - Local Funds 02/03	75,000		
85105 - Local Funds 03/04	100,000		
85105 - State Support - Rich Property	60,000		
85105 - State Support - Hatch/Skinner Property	126,000		
85105 - State Support - Olsen Property	50,000		
85105 - State Support - Vernon Property	113,000		
85105 - State Support - Dorwart Property	112,534		
85114 - Bonded Funds	1,000,000		
85105 - Bonded Funds 2010/11	1,040,000		
	\$4,409,389		

Town of Mansfield
Special Education Reserve Fund
June 30, 2011

07/01/10	Beginning Balance	\$ 556,703
	Revenues:	
	Excess Cost & State Agency Grants	262,047
	Expenditures:	
	Tuition Expenditures (from GF)	<u>(172,569)</u>
06/30/11	Ending Balance	646,181
	Less: Design. for 2011/12 SpEd Tuition	(235,240)
	Less: Design. for 2011/12 SpEd Transp	(90,000)
06/30/11	Ending Available Balance	<u><u>\$ 320,941</u></u>

MAINTENANCE PROJECTS - CAPITAL 86260

Date	Project Description	Status	Paid	Encumbered	Total Estimated Project Cost	Account Balance
07/01/09	Beginning Balance					155,235
1	Roof Repairs to all Town Buildings (American Heritage - 108697)	Open 08/09	14,974	-	14,974	140,261
2	Roof Repairs to All Town Buildings (American Heritage - 108686)	Completed 11/10	10,492		10,492	129,769
3	Preventive Maintenance to all Town Buildings and School (American Heritage - 108685)	Completed 11/10	15,838		15,838	113,931
4	New body for utility truck (New Haven Body - 108711)	Completed 12/09	8,430	-	8,430	105,501
5	Repairs/Paint for utility truck (Chris' Automotive - PV)	Completed 12/09	3,442	-	3,442	102,059
6	Evaluation of Siemen's Project (Fuss & O'Neill - 7464)	Cancel prior year encumbrance	-	(1,200)	(1,200)	103,259
7	Roof Repairs to All Town Buildings (American Heritage - Accrued A/P)	Completed 07/10	9,489	-	9,489	93,770
8	MCC Pool Pump Repairs (Piela Electric)	Completed 09/10	5,879	-	5,879	87,891
9	Roof Repairs - Vinton American Heritage	Completed 1/11	317	-	317	87,574
10	Roof Repairs - Southeast American Heritage	Completed 3/11	972	-	972	86,602
11	Roof Repairs - Library American Heritage	Completed 3/11	370	-	370	86,232
12	Roof Repairs - Southeast American Heritage	Completed 3/11	860	-	860	85,372
13	Boiler Repairs Willimantic Winnelson	Completed 2/11	4,253		4,253	81,119
14	Roof Repairs - MMS American Heritage	Completed 5/11	927	-	927	80,192

Town of Mansfield
Revenue Summary By Source

Fiscal Year: 2011 to 2011

Account Number and Description	Original Bud	Adjustments	Debit Amounts	Credit Amounts	Ending Balance	% Rec'd	Net Revenue
111 General Fund - Town							
Taxes and Related Items							
40101 Current Year Levy	(24,461,355.00)	.00	110,517.56	24,574,642.26	2,769.70	100.01	24,464,124.70
40102 Prior Year Levy	(200,000.00)	.00	95,536.46	554,290.37	258,753.91	229.38	450,753.91
40103 Interest & Lien Fees	(125,000.00)	.00	988.00	255,639.89	129,651.89	203.72	254,651.89
40104 Motor Vehicle Supplement	(175,000.00)	.00	326.10	168,397.47	(6,928.63)	96.04	168,071.37
40105 Susp. Coll. Taxes - Trnsc.	(6,000.00)	.00	284.70	10,056.20	3,771.50	162.86	9,771.50
40106 Susp. Coll. Int. - Trnsc.	(4,000.00)	.00	2.30	11,261.04	7,258.74	281.47	11,258.74
40108 Motor Vehicle Penalty	.00	.00	.00	15.00	15.00	.00	15.00
Total Taxes and Related Items	(24,971,355.00)	.00	207,655.12	25,574,302.23	395,292.11	101.58	
Licenses and Permits							
40201 Misc Licenses & Permits	(2,520.00)	.00	.00	2,467.00	(53.00)	97.90	2,467.00
40202 Sport Licenses	(700.00)	.00	95.00	397.00	(398.00)	43.14	302.00
40203 Dog Licenses	(8,000.00)	.00	(75.40)	8,008.60	84.00	101.05	8,084.00
40204 Conveyance Tax	(125,000.00)	.00	.00	100,230.78	(24,769.22)	80.18	100,230.78
40205 Vacant Property Registration	.00	.00	.00	600.00	600.00	.00	600.00
40210 Subdivision Permits	(4,000.00)	.00	.00	3,250.00	(750.00)	81.25	3,250.00
40211 Zoning/Special Permits	(18,000.00)	.00	.00	27,195.00	9,195.00	151.08	27,195.00
40212 Zba Applications	(4,000.00)	.00	.00	1,200.00	(2,800.00)	30.00	1,200.00
40214 Iwa Permits	(5,000.00)	.00	.00	2,765.00	(2,235.00)	55.30	2,765.00
40223 Sewer Permits	(50.00)	.00	.00	.00	(50.00)	.00	.00
40224 Road Permits	(1,300.00)	.00	.00	700.00	(600.00)	53.85	700.00
40230 Building Permits	(204,000.00)	.00	1,080.20	126,966.20	(78,114.00)	61.71	125,886.00
40231 Adm Cost Reimb-permits	(100.00)	.00	.00	242.00	142.00	242.00	242.00
40232 Housing Code Permits	(86,000.00)	.00	35.00	97,085.00	11,050.00	112.85	97,050.00
40233 Housing Code Penalties	(100.00)	.00	.00	.00	(100.00)	.00	.00
40234 Landlord Registrations	(600.00)	.00	7,050.00	8,620.00	970.00	261.67	1,570.00
Total Licenses and Permits	(459,370.00)	.00	8,184.80	379,726.58	(87,828.22)	80.88	
Fed. Support Gov							
40352 Payment In Lieu Of Taxes	(1,850.00)	.00	.00	13,922.00	12,072.00	752.54	13,922.00
40357 Social Serv Block Grant	.00	.00	.00	3,441.00	3,441.00	.00	3,441.00
Total Fed. Support Gov	(1,850.00)	.00	.00	17,363.00	15,513.00	938.54	
State Support Education							
40401 Education Assistance	(10,070,680.00)	.00	1,641,980.00	10,279,341.00	(1,433,319.00)	85.77	8,637,361.00
40402 School Transportation	(199,930.00)	.00	.00	135,357.00	(64,573.00)	67.70	135,357.00
Total State Support Education	(10,270,610.00)	.00	1,641,980.00	10,414,698.00	(1,497,892.00)	85.42	
State Support Gov							
40451 Pilot - State Property	(7,224,400.00)	.00	.00	7,265,843.32	41,443.32	100.57	7,265,843.32
40454 Circuit Crt-parking Fines	.00	.00	2,679.00	3,314.00	635.00	.00	635.00
40455 Circuit Breaker	(46,720.00)	.00	.00	43,438.94	(3,281.06)	92.98	43,438.94
40456 Tax Relief For Elderly	(2,000.00)	.00	.00	2,000.00	.00	100.00	2,000.00

Town of Mansfield
Revenue Summary By Source

Fiscal Year: 2011 to 2011

Account Number and Description	Original Bud	Adjustments	Debit Amounts	Credit Amounts	Ending Balance	% Rec'd	Net Revenue
40457 Library - Connecticut/ill	(10,000.00)	.00	2,364.00	22,306.00	9,942.00	199.42	19,942.00
40459 Tax Credit New Mfg Equipment	(4,500.00)	.00	.00	5,501.75	1,001.75	122.26	5,501.75
40460 Boat Reimbursement	(2,500.00)	.00	.00	2,025.58	(474.42)	81.02	2,025.58
40462 Disability Exempt Reimb	(800.00)	.00	.00	1,336.92	536.92	167.12	1,336.92
40465 Emerg Mgmt Performance Grant	(11,300.00)	.00	22,000.00	34,311.00	1,011.00	108.95	12,311.00
40469 Veterans Reimb	(7,600.00)	.00	.00	7,746.37	146.37	101.93	7,746.37
40479 Snow Removal Grant	.00	.00	31,221.93	31,221.93	.00	.00	.00
40494 Judicial Revenue Distribution	(3,000.00)	.00	5,838.00	15,596.00	6,758.00	325.27	9,758.00
40496 Pilot-holinko Estates	(13,500.00)	.00	.00	.00	(13,500.00)	.00	.00
Total State Support Gov	(7,326,320.00)	.00	64,102.93	7,434,641.81	44,218.88	100.60	
Local Support Gov							
40551 Pilot - Senior Housing	.00	.00	.00	14,895.10	14,895.10	.00	14,895.10
Total Local Support Gov	.00	.00	.00	14,895.10	14,895.10	.00	
Charge for Services							
40605 Region 19 Financial Serv	(87,530.00)	.00	.00	87,530.00	.00	100.00	87,530.00
40606 Health District Services	(19,720.00)	.00	.00	19,720.00	.00	100.00	19,720.00
40610 Recording	(55,000.00)	.00	20.00	54,764.00	(256.00)	99.53	54,744.00
40611 Copies Of Records	(11,240.00)	.00	22.00	13,388.16	2,126.16	118.92	13,366.16
40612 Vital Statistics	(8,500.00)	.00	.00	10,984.00	2,484.00	129.22	10,984.00
40613 Sale Of Maps/regs	(100.00)	.00	.00	159.00	59.00	159.00	159.00
40620 Police Service	(25,000.00)	.00	803.00	9,138.07	(16,664.93)	33.34	8,335.07
40622 Redemption/Release Fees	(2,500.00)	.00	.00	1,725.00	(775.00)	69.00	1,725.00
40625 Animal Adoption Fees	(900.00)	.00	.00	900.00	.00	100.00	900.00
40641 Postage On Overdue Books	(16,000.00)	.00	.00	16,494.23	494.23	103.09	16,494.23
40644 PARKING PLAN REVIEW FEE	.00	.00	150.00	4,920.00	4,770.00	.00	4,770.00
40650 Blue Prints	(50.00)	.00	.00	160.00	110.00	320.00	160.00
40656 Reg Dist 19 Grnds Mntnce	(77,350.00)	.00	.00	77,350.00	.00	100.00	77,350.00
40663 Zoning Regulations	(200.00)	.00	.00	328.50	128.50	164.25	328.50
40671 Day Care Grounds Maintenance	(11,240.00)	.00	.00	11,240.00	.00	100.00	11,240.00
40672 BUILDING SERVICES-WILLINGTON	.00	.00	.00	3,040.00	3,040.00	.00	3,040.00
40674 Charge for Services	(2,500.00)	.00	.00	3,242.54	742.54	129.70	3,242.54
40678 Celeron Sq Assoc Bikepath Main	(2,700.00)	.00	.00	2,700.00	.00	100.00	2,700.00
40684 Cash Overage/Shortage	.00	.00	241.56	242.43	.87	.00	.87
40699 Fire Safety Code Fees	(66,500.00)	.00	339.19	25,946.96	(40,892.23)	38.51	25,607.77
Total Charge for Services	(387,030.00)	.00	1,575.75	343,972.89	(44,632.86)	88.47	
Fines and Forfeitures							
40702 Parking Tickets - Town	(4,500.00)	.00	.00	11,760.00	7,260.00	261.33	11,760.00
40710 Building Fines	(1,000.00)	.00	5.00	515.00	(490.00)	51.00	510.00
40711 Landlord Registration Penalty	(90.00)	.00	.00	250.00	160.00	277.78	250.00
40714 Littering Ordinance	.00	.00	.00	180.00	180.00	.00	180.00
40715 Ordinance Violation Penalty	(500.00)	.00	.00	450.00	(50.00)	90.00	450.00
40716 Noise Ordinance Violation	(50.00)	.00	.00	1,892.00	1,842.00	3,784.00	1,892.00
40717 Possession Alcohol Ordinance	(8,500.00)	.00	.00	6,500.00	(2,000.00)	76.47	6,500.00
40718 Open Liquor Container Ordin	(10,000.00)	.00	.00	13,785.00	3,785.00	137.85	13,785.00

Town of Mansfield
Revenue Summary By Source

Fiscal Year: 2011 to 2011

Account Number and Description	Original Bud	Adjustments	Debit Amounts	Credit Amounts	Ending Balance	% Rec'd	Net Revenue
Total Fines and Forfeitures	(24,640.00)	.00	5.00	35,332.00	10,687.00	143.37	
Miscellaneous							
40804 Rent - Historical Soc	(2,000.00)	.00	.00	3,300.00	1,300.00	165.00	3,300.00
40807 Rent - Town Hall	(200.00)	.00	.00	400.00	200.00	200.00	400.00
40808 Rent - Senior Center	(100.00)	.00	.00	.00	(100.00)	.00	.00
40817 Telecom Services Payment	(95,000.00)	.00	.00	55,794.40	(39,205.60)	58.73	55,794.40
40820 Interest Income	(80,000.00)	.00	1,641.06	29,731.05	(51,910.01)	35.11	28,089.99
40824 Sale Of Supplies	(20.00)	.00	.00	24.00	4.00	120.00	24.00
40825 Rent - R19 Maintenance	(2,790.00)	.00	2,790.00	5,580.00	.00	100.00	2,790.00
40830 Contributions	.00	.00	.00	1,309.00	1,309.00	.00	1,309.00
40890 Other	(2,500.00)	.00	1,896.07	1,667.40	(2,730.67)	(9.23)	(230.67)
Total Miscellaneous	(182,610.00)	.00	6,329.13	97,805.85	(91,133.28)	50.09	
Operating Transfers In							
40928 School Cafeteria	(2,500.00)	.00	.00	2,500.00	.00	100.00	2,500.00
Operating Transfers In	(2,500.00)	.00	.00	2,500.00	.00	100.00	
Total 111 General Fund - Town	(43,626,285.00)	.00	1,929,832.73	44,315,237.46	(1,240,880.27)	97.16	

Town of Mansfield
Budgetary Expenditure Summary

Fiscal Year: 2011
Ending 30-Jun-2011
Town of Mansfield

Department	Approved Budget	Adjusted Budget	YTD Encumbrances and Expenditures	Unencumbered Balance	% Used
111 General Fund - Town					
General Government					
11100 Legislative	67,490.00	78,687.00	78,686.85	.15	100.00
12100 Municipal Management	188,990.00	197,788.00	197,787.81	.19	100.00
12200 Human Resources	120,250.00	131,490.00	131,490.48	(.48)	100.00
13100 Town Attorney	37,950.00	23,335.00	23,335.00	.00	100.00
13200 Probate	5,230.00	6,695.00	6,695.09	(.09)	100.00
14200 Registrars	57,210.00	48,732.00	48,731.95	.05	100.00
15100 Town Clerk	189,870.00	195,542.00	195,541.95	.05	100.00
15200 General Elections	20,450.00	22,137.00	22,137.18	(.18)	100.00
16100 Finance Administration	48,400.00	51,288.00	51,287.95	.05	100.00
16200 Accounting & Disbursements	237,790.00	229,330.00	229,330.36	(.36)	100.00
16300 Revenue Collections	132,640.00	138,471.00	138,470.73	.27	100.00
16402 Property Assessment	197,975.00	189,819.00	189,819.40	(.40)	100.00
16510 Central Copying	39,000.00	37,289.00	37,289.10	(.10)	100.00
16511 Central Services	32,500.00	25,721.00	25,720.74	.26	100.00
16600 Information Technology	10,000.00	11,800.00	11,800.00	.00	100.00
30900 Facilities Management	888,670.00	867,658.00	867,657.66	.34	100.00
Total General Government	2,274,415.00	2,255,782.00	2,255,782.25	(.25)	100.00
Public Safety					
21200 Police Services	950,950.00	921,410.00	921,409.65	.35	100.00
21300 Animal Control	87,530.00	91,019.00	91,018.96	.04	100.00
22101 Fire Marshal	125,390.00	130,562.00	130,562.12	(.12)	100.00
22155 Fire & Emerg Services Admin	206,850.00	208,283.00	208,282.94	.06	100.00
22160 Fire & Emergency Services	1,361,170.00	1,476,958.00	1,476,958.10	(.10)	100.00
23100 Emergency Management	48,420.00	44,225.00	44,224.67	.33	100.00
Total Public Safety	2,780,310.00	2,872,457.00	2,872,456.44	.56	100.00
Public Works					
30100 Public Works Administration	79,900.00	101,494.00	101,494.46	(.46)	100.00
30200 Supervision & Operations	90,610.00	87,290.00	87,289.99	.01	100.00
30300 Road Services	658,640.00	665,034.00	665,033.84	.16	100.00
30400 Grounds Maintenance	341,660.00	335,669.00	335,668.74	.26	100.00
30600 Equipment Maintenance	569,210.00	594,657.00	594,656.82	.18	100.00
30700 Engineering	180,810.00	170,244.00	170,243.69	.31	100.00
Total Public Works	1,920,830.00	1,954,388.00	1,954,387.54	.46	100.00
Community Services					
42100 Human Services Administration	293,750.00	318,025.00	318,025.02	(.02)	100.00
42202 Mansfield Challenge - Winter	2,650.00	2,133.00	2,132.70	.30	99.99
42204 Youth Employment - Middle Sch	2,000.00	2,072.00	2,071.75	.25	99.99
42210 Youth Services	155,310.00	153,122.00	153,122.06	(.06)	100.00
42300 Senior Services	181,080.00	178,427.00	178,426.71	.29	100.00

Town of Mansfield
Budgetary Expenditure Summary

Fiscal Year: 2011
Ending 30-Jun-2011
Town of Mansfield

Department	Approved Budget	Adjusted Budget	YTD Encumbrances and Expenditures	Unencumbered Balance	% Used		
43100 Library Services Admin	617,180.00	624,220.00	624,219.70	.30	100.00		
45000 Contributions To Area Agency	295,540.00	295,733.00	295,733.22	(.22)	100.00		
Total Community Services	1,547,510.00	1,573,732.00	1,573,731.16	.84	100.00		
Community Development							
30800 Building Inspection	145,550.00	143,169.00	143,168.78	.22	100.00		
30810 Housing Inspection	97,730.00	103,901.00	103,900.53	.47	100.00		
51100 Planning Administration	226,780.00	224,496.00	224,495.50	.50	100.00		
52100 Planning/Zoning Inland/Wetlnd	7,500.00	8,817.00	8,817.24	(.24)	100.00		
58000 Boards and Commissions	6,750.00	2,777.00	2,777.07	(.07)	100.00		
Total Community Development	484,310.00	483,160.00	483,159.12	.88	100.00		
Town-Wide Expenditures							
71000 Employee Benefits	2,290,590.00	2,184,057.00	2,184,056.72	.28	100.00		
72000 Insurance	126,470.00	118,971.00	118,970.57	.43	100.00		
73000 Contingency	83,800.00	3,088.00	.00	3,088.00	.00		
Total Town-Wide Expenditures	2,500,860.00	2,306,116.00	2,303,027.29	3,088.71	99.87		
Other Financing							
92000 Other Financing Uses	1,605,660.00	1,668,260.00	1,668,260.00	.00	100.00		
Total Other Financing	1,605,660.00	1,668,260.00	1,668,260.00	.00	100.00		
Total 111 General Fund - Town	13,113,895.00	13,113,895.00	13,110,803.80	3,091.20	99.98		
Accounts : 475		**** Grand Total ****	13,113,895.00	13,113,895.00	13,110,803.80	3,091.20	99.98

Town of Mansfield
Budgetary Expenditure Summary

Fiscal Year: 2011
Ending 30-Jun-2011
Mansfield Board of Education

Department	Approved Budget	Adjusted Budget	YTD Encumbrances and Expenditures	Unencumbered Balance	% Used
112 General Fund - Board					
Reg Instructional Prog					
61101 Regular Instruction	7,741,320.00	6,918,781.00	6,918,781.00	.00	100.00
61102 English	49,520.00	50,942.00	50,942.20	(.20)	100.00
61104 World Languages	10,090.00	9,750.00	9,750.19	(.19)	100.00
61105 Health & Safety	7,730.00	8,225.00	8,224.60	.40	100.00
61106 Physical Education	12,690.00	15,107.00	15,107.11	(.11)	100.00
61107 Art	14,060.00	12,363.00	12,363.10	(.10)	100.00
61108 Mathematics	30,020.00	29,131.00	29,131.48	(.48)	100.00
61109 Music	17,240.00	19,608.00	19,608.32	(.32)	100.00
61110 Science	30,750.00	28,815.00	28,814.95	.05	100.00
61111 Social Studies	20,680.00	17,601.00	17,601.04	(.04)	100.00
61115 Information Technology	201,250.00	189,881.00	189,881.30	(.30)	100.00
61122 Family & Consumer Science	9,080.00	6,626.00	6,625.76	.24	100.00
61123 Technology Education	10,830.00	12,904.00	12,904.16	(.16)	100.00
Total Reg Instructional Prog	8,155,260.00	7,319,734.00	7,319,735.21	(1.21)	100.00
Special Educ. Programs					
61201 Special Ed Instruction	1,316,790.00	1,256,787.00	1,256,786.68	.32	100.00
61202 Enrichment	417,000.00	344,885.00	344,885.06	(.06)	100.00
61204 Preschool	354,590.00	343,488.00	343,487.58	.42	100.00
Total Special Educ. Programs	2,088,380.00	1,945,160.00	1,945,159.32	.68	100.00
Culturally Disadv Pupil					
61310 Remedial Reading/Math	342,960.00	62,883.00	62,882.75	.25	100.00
Total Culturally Disadv Pupil	342,960.00	62,883.00	62,882.75	.25	100.00
Summer School-Free Only					
61400 Summer School	30,500.00	42,449.00	42,449.37	(.37)	100.00
Total Summer School-Free Only	30,500.00	42,449.00	42,449.37	(.37)	100.00
Tuition Payments					
61600 Tuition Payments	190,000.00	187,445.00	187,445.20	(.20)	100.00
Total Tuition Payments	190,000.00	187,445.00	187,445.20	(.20)	100.00
Central Serv Instr Supp					
61900 Central Service-Instr Suppl.	159,760.00	150,278.00	150,277.63	.37	100.00
Total Central Serv Instr Supp	159,760.00	150,278.00	150,277.63	.37	100.00
Support Serv-Students					
62102 Guidance Services	138,790.00	9,158.00	9,158.08	(.08)	100.00

Town of Mansfield
Budgetary Expenditure Summary

Fiscal Year: 2011
Ending 30-Jun-2011
Mansfield Board of Education

Department	Approved Budget	Adjusted Budget	YTD Encumbrances and Expenditures	Unencumbered Balance	% Used
62103 Health Services	205,990.00	202,446.00	202,445.68	.32	100.00
62104 Outside Eval/Contracted Serv	241,500.00	253,985.00	253,984.55	.45	100.00
62105 Speech And Hearing Services	150,230.00	77,964.00	77,964.03	(.03)	100.00
62106 Pupil Services - Testing	11,570.00	.00	.00	.00	.00
62108 Psychological Services	296,710.00	174,759.00	174,759.34	(.34)	100.00
Total Support Serv-Students	1,044,790.00	718,312.00	718,311.68	.32	100.00
Improv-Instr Services					
62201 Curriculum Development	166,460.00	158,982.00	158,981.63	.37	100.00
62202 Professional Development	36,990.00	33,056.00	33,056.26	(.26)	100.00
Total Improv-Instr Services	203,450.00	192,038.00	192,037.89	.11	100.00
Educ Media Services					
62302 Media Services	70,770.00	60,509.00	60,509.33	(.33)	100.00
62310 Library	284,140.00	271,008.00	271,007.69	.31	100.00
Total Educ Media Services	354,910.00	331,517.00	331,517.02	(.02)	100.00
General Administration					
62401 Board Of Education	411,520.00	1,812,900.00	375,594.41	1,437,305.59	20.72
62402 Superintendent's Office	359,890.00	331,699.00	331,699.00	.00	100.00
62404 Special Education Admin	281,300.00	269,830.00	269,829.91	.09	100.00
Total General Administration	1,052,710.00	2,414,429.00	977,123.32	1,437,305.68	40.47
School Based Admin					
62520 Principals' Office Services	982,640.00	1,005,413.00	1,005,412.68	.32	100.00
62521 Support Services - Central	16,490.00	19,138.00	19,138.27	(.27)	100.00
62523 Field Studies	13,500.00	12,423.00	12,423.43	(.43)	100.00
Total School Based Admin	1,012,630.00	1,036,974.00	1,036,974.38	(.38)	100.00
Fiscal Serv/Bus Support					
62601 Business Management	319,990.00	318,299.00	318,298.67	.33	100.00
Total Fiscal Serv/Bus Support	319,990.00	318,299.00	318,298.67	.33	100.00
Plant Oper & Maint Serv					
62710 Plant Operations - Building	1,513,970.00	1,517,757.00	1,517,757.31	(.31)	100.00
Total Plant Oper & Maint Serv	1,513,970.00	1,517,757.00	1,517,757.31	(.31)	100.00
Student Transp Service					
62801 Regular Transportation	680,730.00	656,671.00	656,671.01	(.01)	100.00
62802 Spec Ed Transportation	130,000.00	274,184.00	274,183.62	.38	100.00
Total Student Transp Service	810,730.00	930,855.00	930,854.63	.37	100.00

Town of Mansfield
Budgetary Expenditure Summary

Fiscal Year: 2011
Ending 30-Jun-2011
Mansfield Board of Education

Department	Approved Budget	Adjusted Budget	YTD Encumbrances and Expenditures	Unencumbered Balance	% Used
Enterprise Activities					
63430 After School Program	40,330.00	32,867.00	32,867.11	(.11)	100.00
63440 Athletic Program	36,190.00	31,180.00	31,179.68	.32	100.00
Total Enterprise Activities	76,520.00	64,047.00	64,046.79	.21	100.00
Employee Benefits					
68000 Employee Benefits	3,165,550.00	3,259,933.00	3,259,932.67	.33	100.00
Total Employee Benefits	3,165,550.00	3,259,933.00	3,259,932.67	.33	100.00
Transfer Out-Other Fund					
69000 Transfers Out To Other Funds	66,050.00	96,050.00	96,050.00	.00	100.00
Total Transfer Out-Other Fund	66,050.00	96,050.00	96,050.00	.00	100.00
T 123- 112 General Fund - Board	20,588,160.00	20,588,160.00	19,150,853.84	1,437,306.16	93.02
Accounts : 543					
**** Grand Total ****	20,588,160.00	20,588,160.00	19,150,853.84	1,437,306.16	93.02

PAGE
BREAK



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MH*
CC: Maria Capriola, Assistant to Town Manager; Cherie Trahan, Director of Finance
Date: September 12, 2011
Re: Yearend Budget Transfers – FY 2010/11

Subject Matter/Background

At its September 8, 2011 meeting, the Finance Committee will review the Yearend Budget Transfers for 2010/11. These transfers align the budget at yearend with actual expenditures. The fiscal year ended with a \$3,091 balance remaining unspent which reverts back to fund balance. The Finance Committee will consider recommending a resolution by the Town Council to approve the Yearend Budget Transfers as presented.

Financial

These are all line item transfers with no financial impact.

Recommendation

If the Finance Committee recommends acceptance of the budget transfers and the Town Council as a whole concurs with the Finance Committee's recommendation, the following motion would be in order:

Resolved, effective September 12, 2011, to adopt the Yearend Budget Transfers for FY 2010/11, as presented by the Director of Finance in her correspondence dated September 7, 2011.

Attachments

1) Yearend Budget Transfers – FY 2010/11

INTEROFFICE MEMORANDUM

TO: MANSFIELD TOWN COUNCIL
FROM: CHERIE TRAHAN
DATE: 09/08/11
SUBJECT: YEAREND BUDGET TRANSFERS 2010/2011

Attached for your consideration is a request for budget transfers for the 2010-2011 fiscal year. The Town finished the year with \$3,091 remaining unspent which will revert back to fund balance. A brief description of the requested transfers over \$1,000 follows.

Additional Appropriations

- Legislative: \$11,197 - This was primarily due to an increase in expenditures for advertising, printing, and binding due to the bonding referendum and budget referendum. This also covers the cost of the shared membership fee to the Connecticut Coalition for Justice in Education Funding with the Board of Education.
- Municipal Management: \$7,578 - This is primarily due to additional hours for administrative staff, and the annual salary increase for the Town Manager that was only included in the contingency account of the adopted budget.
- Human Resources: \$4,180 - This is primarily due to an increase in legal services and additional hours for administrative staff.
- Probate: \$1,465 - This is due to Mansfield's portion of the renovations completed at the Tolland Town Hall for the regional Probate Court.
- Town Clerk: \$1,942 - There was an increase in advertising costs due to the referendums held and the printing of proposed ordinances.
- General Elections: \$1,687 - Equipment repairs and the cost of election workers were more than anticipated.
- Finance Administration: \$1,198 - This is due to a step adjustment for the Finance Director.
- Accounting & Disbursements: \$18,170 - This is a reclassification of bank service fees. In the past, these charges have been offset against interest income. Since interest income is extremely low, we have and will continue to review the bank services that are essential.

- Police Services: \$ 5,260 – Overtime provided by the Resident State Troopers was more than anticipated
- Animal Control: \$1,119 – This is due to repairs made to the entry door that was not budgeted for.
- Fire and Emergency Management: \$115,788 – This increase is primarily due to the additional expenditures in the salary line items. A full time Firefighter vacancy and three part-time Firefighter vacancies contributed to these over expenditures. When possible, part-time Firefighters filled the additional shifts of the vacant full-time position, and full-time Firefighters filled the additional shifts of the vacant part-time positions using over-time. In addition, an increase was also needed in the training salary line item. This was due to the State changing the Fire Marshal certification class from two 6 week sessions to one 12 week session. In the past we were able to split the cost of the staffing the vacant shifts over two fiscal years, whereas this year, we had to bear the entire cost in one fiscal year.
- Equipment Maintenance: \$21,787 – This increase is primarily due to an increase of expenditures for truck and equipment parts. This increase is offset by savings in Road Services and Supervision & Operations.
- Human Services Administration: \$20,005 - This is primarily due to an adjustment for fee waivers to the Mansfield Community Center.
- Housing Inspection: \$1,091 – This is due to additional hours worked by inspection staff.
- Planning Administration: \$11,496 – This is due to the retirement of the Planning Director and his replacement. There was an overlap in time when both directors were working for training purposes.
- Planning/Zoning Inland/Wetland: \$1,317 – Advertising expenditures were more than anticipated due to regulation changes that require advertising in a local paper.
- Other Financing Uses: \$62,600 – Additional appropriation to the CNR fund.

.....

Due to the number of budget reductions, please find a brief description of reductions that were greater than \$10,000.

Major Reductions

- Town Attorney: \$14,615 - This reduction is due to the use of prior year funds.
- Property Assessment: \$12,146 –Professional and technical services costs were less than anticipated. Also, overtime usage was less than expected and a part-time position was not filled during the year.

- Facilities Management: \$24,792 - This decrease is primarily due to Water/Sewer usage and building supply costs were less than anticipated.
- Fire Marshal: \$17,238 – This decrease is primarily due to the transfer of salaries for the Storrs Center Project.
- Grounds Maintenance: \$11,371 – Temporary salary line item expenditures were less than anticipated. There was also additional savings in the Equipment line item.
- Building Inspection: \$16,251 - This decrease is primarily due to the transfer of salaries for the Storrs Center Project.
- Employee Benefits: \$106,533 - This decrease is primarily due to a reduction in long and short term disability insurance premiums and a reduction in medical insurance premiums paid to the Health Insurance Fund.
- Contingency: \$23,299 – This decrease reflects the net of all the savings and additional appropriations needed within the departments.

Town of Mansfield
Yearend Budget Transfers
FY 2010/11

<u>Department</u>	<u>Budget</u>	<u>Add'l</u>	<u>Reduction</u>	<u>Appropriation</u>	<u>Expenditures</u>	<u>Balance</u>
11100 Legislative	67,490	11,197		78,687	78,687	-
12100 Municipal Management	190,210	7,578		197,788	197,788	-
12200 Human Resources	127,310	4,180		131,490	131,490	-
13100 Town Attorney	37,950		(14,615)	23,335	23,335	-
13200 Probate	5,230	1,465		6,695	6,695	-
14200 Registrars	54,400		(5,668)	48,732	48,732	-
15100 Town Clerk	193,600	1,942		195,542	195,542	-
15200 General Elections	20,450	1,687		22,137	22,137	-
16100 Finance Administration	50,090	1,198		51,288	51,288	-
16200 Accounting & Disbursements	211,160	18,170		229,330	229,330	-
16300 Revenue Collections	139,600		(1,129)	138,471	138,471	-
16402 Property Assessment	201,965		(12,146)	189,819	189,819	-
16510 Central Copying	39,000		(1,711)	37,289	37,289	-
16511 Central Services	32,500		(6,779)	25,721	25,721	-
16600 Information Technology	11,800			11,800	11,800	-
30900 Facilities Management	892,450		(24,792)	867,658	867,658	-
Total General Government	2,275,205	47,418	(66,840)	2,255,782	2,255,782	-
21200 Police Services	916,150	5,260		921,410	921,410	-
21300 Animal Control	89,900	1,119		91,019	91,019	-
22101 Fire Marshal	147,800		(17,238)	130,562	130,562	-
22155 Fire & Emerg Services Admin	211,020		(2,737)	208,283	208,283	-
22160 Fire & Emergency Services	1,361,170	115,788		1,476,958	1,476,958	-
23100 Emergency Management	45,630		(1,405)	44,225	44,225	-
Total Public Safety	2,771,670	122,167	(21,380)	2,872,456	2,872,456	-
30100 Public Works Administration	100,770	724		101,494	101,494	-
30200 Supervision & Operations	92,470		(5,180)	87,290	87,290	-
30300 Road Services	670,180		(5,146)	665,034	665,034	-
30400 Grounds Maintenance	347,040		(11,371)	335,669	335,669	-
30600 Equipment Maintenance	572,870	21,787		594,657	594,657	-
30700 Engineering	176,710		(6,466)	170,244	170,244	-
Total Public Works	1,960,040	22,511	(28,164)	1,954,388	1,954,388	-
42100 Human Services Administration	298,020	20,005		318,025	318,025	-
42202 Mansfield Challenge - Winter	2,650		(517)	2,133	2,133	-
42204 Youth Employment - Middle Sch	2,000	72		2,072	2,072	-
42210 Youth Services	158,410		(5,288)	153,122	153,122	-
42300 Senior Services	185,680		(7,253)	178,427	178,427	-
43100 Library Services Admin	626,090		(1,870)	624,220	624,220	-
45000 Contributions To Area Agency	295,540	193		295,733	295,733	-
Total Community Services	1,568,390	20,270	(14,929)	1,573,731	1,573,731	-
30800 Building Inspection	159,420		(16,251)	143,169	143,169	-
30810 Housing Inspection	102,810	1,091		103,901	103,901	-
51100 Planning Administration	213,000	11,496		224,496	224,496	-
52100 Planning/Zoning Inland/Wetland	7,500	1,317		8,817	8,817	-
58000 Boards and Commissions	6,750		(3,973)	2,777	2,777	-
Total Community Development	489,480	13,903	(20,224)	483,159	483,159	-
71000 Employee Benefits	2,290,590		(106,533)	2,184,057	2,184,057	-
72000 Insurance	126,470		(7,499)	118,971	118,971	-
73000 Contingency	26,390		(23,299)	3,091	-	3,091
Total Town Wide Expenditures	2,443,450	-	(137,332)	2,306,118	2,303,027	3,091
92000 Other Financing Uses	1,605,660	62,600		1,668,260	1,668,260	-
Total Other Financing	1,605,660	62,600	-	1,668,260	1,668,260	-
Grand Total	13,113,895	288,869	(288,869)	13,113,895	13,110,804	3,091

**PAGE
BREAK**

ARTS ADVISORY COMMITTEE
 Meeting of Tuesday, 12 July 2011
 Mansfield Community Center (MCC) Conference Room

MINUTES

1. The meeting was called to order at 7:04p by Blanche Serban. *Members present:* Scott Lehmann, Blanche Serban. *Members absent:* Kim Bova, Tom Bruhn. *Others present:* Jay O'Keefe (staff).
2. The minutes of the 07 June 2011 meeting were approved as written.
3. **Membership.** Having received a copy of Kay Niemasik's letter of appointment to the AAC, Jay contacted her about our meeting schedule and learned she hadn't been consulted and is not interested. He will let the Town Clerk know. Committee members, please flip through your mental rolodexes for likely candidates!
4. **MCC exhibits.**
 - a. **Jan Geoghegan** has proposed a show of encaustic (pigmented wax) paintings and mixed media works. Blanche & Scott viewed photos of them from a CD and agreed they were appropriate. She could have space in the hallways and/or sitting room from 15 Aug to 15 Oct, if she wants it. Blanche will notify her.
 - b. Scott & Blanche thought an exhibit of machine art by **Jim Gabianelli** would be something new and different. Scott will ask Kim and Tom to check out his work at www.machineartbyjim.com by the end of the week. If it is OK with them, Scott will offer Mr. Gabianelli space for the fall (15 Oct to 15 Jan). Exactly what space is available depends on **Murray Wachman's** plans. Blanche will ask Kim for clarification about them.
 - c. One middle school child did not get her work – an oil of a monkey – back after the school art show. It is not here at the MCC. Blanche took down the show and returned the artwork to Goodwin and the Middle School. School art teachers are responsible for restoring artwork to their students.

Exhibit Period	Entry cases		Sitting room		Hallway	
	Double-sided	Shelves	Upper (5)	Lower (3)	Long (5)	Short (2)
15 Apr –31 May	<i>Mansfield School Art</i>					
01 Jun – 15 Aug	<i>Storrs Puppet Theatre items?</i>		<i>Reneé Raucci (watercolors)</i>		<i>Helen Dewey (watercolors)</i>	
15 Aug – 15 Oct	<i>Festival advertising Art show winners</i>		<i>Jan Geoghegan? (encaustic & mixed media)</i>			
15 Oct – 15 Jan			<i>Murray Wachman? (acrylics)</i>		<i>Jim Gabianelli? (machine art)</i>	

6. **Adjourned** at 7:45p. Next meeting: 7:00p, Tuesday, 02 August 2011.

Scott Lehmann, Secretary, 17 July 2011; approved 06 September 2011

**MANSFIELD DOWNTOWN PARTNERSHIP
BOARD OF DIRECTORS MEETING
Thursday, May 5, 2011**

**Mansfield Downtown Partnership, Inc.
1244 Storrs Road**

4:00 PM

Minutes

Present: Steve Bacon, Tom Callahan (by phone), Matt Hart, David Lindsay, Frank McNabb, Toni Moran, Betsy Paterson, Christopher Paulhus, Alex Roe, Kristin Schwab, Bill Simpson, and David Woods

Staff: Cynthia van Zelm

Guest: Howard Kaufman with LeylandAlliance (by phone)

1. Call to Order

Steve Bacon called the meeting to order at 4:00 pm in President Philip Lodewick's absence.

2. Opportunity for Public to Comment

There was no public comment.

3. Approval of Minutes

Betsy Paterson made a motion to approve the April 7, 2011 Board meeting minutes. Chris Paulhus seconded the motion. The motion was approved unanimously.

4. Director's Report

Cynthia van Zelm said the office will be moving over to Town Hall on May 25.

Ms. van Zelm said a bid has been accepted by the Town for demolition of the former UConn Publications building and it is being reviewed for final approval from the CT Department of Economic and Community Development.

Ms. van Zelm said the construction communications plan will be launched soon to notify Storrs Center stakeholders and neighbors about construction timelines including a weekly update on a construction website about activity the next week.

Ms. van Zelm said the Town Budget Meeting is May 10 at 7 pm at the Mansfield Middle School and does include funding for the Town's share of the Partnership's

operating budget and funding for relocation and assistance for the Town Manager's negotiation of agreements with LeylandAlliance and EDR.

Ms. van Zelm said a job fair will be hosted by LeylandAlliance, EDR and Erland Construction (the general contractor for the mixed-use buildings in Phase 1) on May 12 at 7 pm. Ms. Paterson said she will announce the job fair at the next Town Council meeting.

Ms. van Zelm turned to Board member Kristin Schwab to talk about the proposed plan for public spaces in Storrs Center and the surrounding areas. Ms. Schwab said as incoming Advertising and Promotion Committee chair, she thought it would be helpful to take a comprehensive look at planning for the Storrs Center town square, Community Center environs, Joshua's Trust Land, etc. The goal would be to look at the network and connectivity of green spaces and how they relate to the neighborhoods.

Ms. Schwab said the proposed Partnership budget includes \$1500 from the Partnership to fund students to lead this project. The Finance and Administration Committee endorsed the project and funding at its April meeting. She has a proposal to the University to match this funding.

Ms. Schwab expects the work to start in mid-May with base mapping and then stakeholder meetings this summer.

Ms. Schwab said she sees the plan as a communications tool for the Partnership to allow the community and visitors to be aware of the many public spaces available in the Mansfield downtown.

Bill Simpson asked how students will be reached in the summer. Ms. Schwab said one group she would like to reach out to would be the Eco Huskies and she hopes some of those students will be in Mansfield in the summer. David Lindsay suggested a contact with the Eco Huskies.

Ms. Paterson asked if a brochure would be the end product. Ms. Schwab replied that the end product will include a planning document and a brochure. She said that she worked on the Mansfield parks map and thought it would be a good template for the public spaces plan.

Ms. Paterson suggested that a brochure be part of a package for prospective businesses to Storrs Center. Ms. Bacon suggested that it be included on the kiosk and as a link on the Partnership and Town websites. He also suggested that a QR code could be included to link off one's smart phone to download the plan.

5. Update on Retail Leasing

Howard Kaufman with LeylandAlliance provided an update on the commercial leasing for Storrs Center. Mr. Kaufman said he expects that leases will go out soon to those businesses that have signed letters of intent. Board members suggested additional business concepts to Mr. Kaufman.

Mr. Simpson announced that the UConn Co-op is close to signing a letter of intent for some space in Storrs Center.

6. Storrs Center Action Items: Review and Consideration of Storrs Center Parking Garage and Intermodal Center Zoning Permit Application

Planning and Design Committee Chair Steve Bacon said the Planning and Design Committee had met to review the parking garage and intermodal center plans four times since February. At its meeting on April 19, the Committee approved a motion to recommend that the zoning permit application for the parking garage and intermodal center was consistent with the Storrs Center Special Design District design guidelines. The Committee withheld an opinion on colors for the facilities as this was still being considered. Since then, the designers have fine-tuned color schemes and a color scheme was shown at the Partnership public hearing last night. Mr. Bacon said the renderings shown last night are very good and he believes the Committee would be satisfied with the color scheme.

Mr. Simpson made the following motion:

In accordance with Mansfield Zoning Regulations Article X, Section S ("Storrs Center Special Design District regulations"), the Mansfield Downtown Partnership held a public hearing on May 4, 2011, for the purpose of hearing public comment on the consistency of the Storrs Center parking garage and intermodal center zoning permit application ("the Application") with the Storrs Center Special Design District regulations. Based on its review, and on the recommendation of the Partnership's Planning and Design Committee, and subject to the Mansfield Director of Planning's review of technical issues related to the Application, the Partnership Board of Directors finds that, to the best of its knowledge and judgment, the Application fully complies with the requirements of the Storrs Center Special Design District regulations, in general, and with the Storrs Center Design Guidelines, in particular. President Philip Lodewick is authorized formally to convey this advisory opinion to the Mansfield Director of Planning.

Matt Hart seconded the motion.

Alex Roe expressed interest in review of the proposed materials for the parking garage and intermodal center as had been requested of the designers at the last Planning and Design Committee meeting.

A friendly amendment was accepted by Mr. Simpson and Mr. Hart and the following motion was approved with the addition noted in italics.

In accordance with Mansfield Zoning Regulations Article X, Section S ("Storrs Center Special Design District regulations"), the Mansfield Downtown Partnership held a public hearing on May 4, 2011, for the purpose of hearing public comment on the consistency of the Storrs Center parking garage and intermodal center zoning

permit application ("the Application") with the Storrs Center Special Design District regulations. Based on its review, and on the recommendation of the Partnership's Planning and Design Committee, and subject to the Mansfield Director of Planning's review of technical issues related to the Application, *and the Planning and Design Committee subsequent approval of finishes and samples for materials and colors*, the Partnership Board of Directors finds that, to the best of its knowledge and judgment, the Application fully complies with the requirements of the Storrs Center Special Design District regulations, in general, and with the Storrs Center Design Guidelines, in particular. President Philip Lodewick is authorized formally to convey this advisory opinion to the Mansfield Director of Planning.

Ms. van Zelm will convey to the design team to bring material boards to the next Planning and Design Committee meeting in June.

7. Review and Approval of Budget for FY2011-2012

Mr. Callahan made a motion to approve the Partnership budget for FY2011-2012, as recommended by the Partnership's Finance and Administration Committee. Dean Woods seconded the motion. The motion was approved unanimously.

8. Four Corners Sewer and Water Study Advisory Committee Update

Mr. Callahan said the Four Corners Sewer and Water Study Advisory Committee has requested endorsement by the Board of Directors for the work the Committee is doing on water and sewer issues in Four Corners. Phil Spak, Partnership representative on the Committee, and Director of Public Works Lon Hultgren updated the Finance and Administration Committee on the Four Corners Committee work in April. The Finance and Administration Committee requested the meeting and with the update in April endorsed the Four Corners Committee's work. Mr. Callahan made motion to endorse the Four Corners Sewer and Water Study Advisory Committee's work on water and sewer issues at Four Corners. Mr. Bacon seconded the motion. The Board discussed the recent announcement of a proposed \$18 million for a technology park in the north campus of the University. Infrastructure improvements will be needed to accommodate the technology park and they will also take into account the needs in the town including water. The motion was approved unanimously. Ms. van Zelm will prepare a letter for President Philip Lodewick's signature to the Four Corners Sewer and Water Study Advisory Committee.

9. Committee Reports

Advertising and Promotion

Dean Woods had left the meeting but Mr. Bacon reported that the Committee's next meeting is May 11.

Business Development and Retention

Ms. van Zelm reported that the Committee had received a similar report on the commercial leasing from Mr. Kaufman and Charter Realty.

Festival on the Green

Betsy Paterson reported that Slavic Soul Party has been selected as the music headliner at the 8th Annual *Festival on the Green*.

Membership Development

Frank McNabb said the Committee will meet on Monday, May 9.

Planning and Design

Mr. Bacon reiterated that the next Committee meeting will be on June 21 to review material and color samples for the parking garage and the intermodal center. The Committee will also review initial plans for the zoning permit for the Village Street.

10. Next Meeting Date

Mr. Bacon said that Board President Philip Lodewick has recommended that the Board not meet in June or July since the Annual Meeting is planned for late June – unless necessary.

11. Adjourn

Mr. Lindsay made a motion to adjourn the meeting. Ms. Paterson seconded the motion. The motion was approved unanimously and the meeting adjourned at 6:15 pm.

Minutes taken by Cynthia van Zelm.

**MANSFIELD DOWNTOWN PARTNERSHIP
SPECIAL BOARD OF DIRECTORS MEETING
Wednesday, July 13, 2011
Mansfield Community Center
10 S. Eagleville Road**

4:00 PM

MINUTES

Present: Steve Bacon, Bruce Clouette, Matthew Hart, Toni Moran (by phone)
Frank McNabb, Betsy Paterson, Christopher Paulhus, Alex Roe, Bill Simpson,
Antoinette Webster and Ted Yungclas

Staff: Cynthia van Zelm

Guest: Linda Painter, Mansfield Director of Planning and Development

1. Call to Order

Steve Bacon, Vice President, called the meeting to order at 4:08 pm in
President Philip Lodewick's absence.

**2. Zoning Permit Application of Storrs Center Alliance, LLC and
Education Realty Trust, Inc., for site improvements to the United
States Post Office parcel and portions of Post Office Road as part of
the Storrs Center project**

Mr. Bacon said the only agenda item was consideration of a
recommendation by the Partnership Board of Directors to the Mansfield
Director of Planning and Development that the zoning permit for Post Office
site improvements and Post Office Road (partial) was consistent with the
Storrs Center Special Design District.

Mr. Bacon said the public hearing on the zoning permit was held on July
12, 2011. Comment to the Mansfield Director of Planning and
Development can be received until close of business today (July 13, 2011).

Mr. Bacon said that written comments had been received by Rudy Favretti,
which had been provided to the Board.

Mr. Bacon said that two residents spoke at the meeting. Curt Hirsch asked Geoff Fitzgerald (from BL Companies representing Storrs Center Alliance and EDR) about the height of ornamental lighting poles on Post Office Road. He expressed concern that light pollution might adversely affect the Condominiums at Courtyard. Mr. Bacon said Mr. Fitzgerald originally thought the poles would be 16 feet high but then said he expected them to be 12 to 14 feet high. Mr. Fitzgerald said they would be down lit. He said he would look into minimizing light effects.

Mr. Bacon said that Sherry Hilding expressed concern about additional traffic from Village Street that would affect her condo across from the Post Office. Mr. Fitzgerald did not think that the traffic on Village Street would directly affect the Post Office area. Ms. Hilding also expressed concern that the additional parking at the Post Office would affect her neighborhood. Mr. Fitzgerald said he thought the Post Office would function independently of the work for Storrs Center.

Ms. Hilding also expressed concern about lighting from cars being directed toward the condos since trees had been removed in front of the condos adjacent to Post Office Road. Mr. Bacon relayed to Ms. Hilding that this might be an issue for the condo association.

Toni Moran said it is important to acknowledge that there will be more traffic from Storrs Center and it will affect the condos. Bruce Clouette agreed that there will be more traffic but said he did not anticipate more beyond the intersection with Post Office Road and the Village Street, going toward the Post Office.

Frank McNabb asked about headlights from cars facing the condos as the cars proceed out of the Village Street. Mr. Bacon said he thought the Village Street and Post Office Road intersection was further west of the condos.

Cynthia van Zelm referred to Rudy Favretti's e-mail about screening on the Village Street. Linda Painter said that Mr. Favretti is concerned about screening of the Post Office from the Village Street. There is a 10 foot drop from the sidewalk. She said that Mr. Fitzgerald was considering a green screen (samples were passed out to the Committee). This would involve a wire mesh frame with green vines. Board members expressed some concern about lack of vegetation in the winter and Mr. Favretti had been concerned about the high amount of maintenance this might require.

Mr. Favretti had queried whether Village Street could be moved 5 feet to the west to allow for planting an informal screen along the parking lots and lift station fences. Ms. Painter asked Mr. Fitzgerald to review this and he indicated that it would be difficult to do this given the topography and the need to maintain as much square footage for the development parcel that will be adjacent to the Village Street.

Mr. McNabb wondered if any feet could be taken from the Post Office lot. Ms. Painter said this has been discussed, keeping in mind that the Post Office has already signed off on the design.

Mr. Clouette said he thought that most of the comments at the public hearing were focused on lighting.

Mr. Clouette made a motion to approve the following motion:

In accordance with Mansfield Zoning Regulations Article X, Section S ("Storrs Center Special Design District regulations"), the Mansfield Downtown Partnership held a public hearing on July 12, 2011, for the purpose of hearing public comment on the consistency of the zoning permit application for site improvements to the United States Post Office parcel and a portion of Post Office Road, in conjunction with Storrs Center, ("the Application") with the Storrs Center Special Design District regulations. Based on its review, and on the recommendation of the Partnership's Planning and Design Committee, and subject to the Mansfield Director of Planning and Development's review of technical issues related to the Application, the Partnership Board of Directors finds that, to the best of its knowledge and judgment, the Application fully complies with the requirements of the Storrs Center Special Design District regulations, in general. President Philip Lodewick is authorized formally to convey this advisory opinion to the Mansfield Director of Planning and Development.

Matt Hart seconded the motion.

A friendly amendment was accepted by Mr. Clouette from Mr. Hart and the following motion was approved with the addition noted in italics.

In accordance with Mansfield Zoning Regulations Article X, Section S ("Storrs Center Special Design District regulations"), the Mansfield Downtown Partnership held a public hearing on July 12, 2011, for the purpose of hearing public comment on the consistency of the zoning permit application for site improvements to the United States Post Office parcel and a portion of Post Office Road, in conjunction with Storrs Center, ("the

Application") with the Storrs Center Special Design District regulations. Based on its review, and on the recommendation of the Partnership's Planning and Design Committee, and subject to the Mansfield Director of Planning and Development's *review and consideration of technical issues and public comment, particularly with regard to street lighting*, related to the Application, the Partnership Board of Directors finds that, to the best of its knowledge and judgment, the Application fully complies with the requirements of the Storrs Center Special Design District regulations, in general. President Philip Lodewick is authorized formally to convey this advisory opinion to the Mansfield Director of Planning and Development.

Ted Yungclas asked about whether signage regarding "no parking on Post Office Road" should be considered as this was brought up at the public hearing. The Board agreed this was an important issue but deferred this to the Mansfield Traffic Authority.

Ms. Painter will address screening with her review.

The motion was approved by Mr. Bacon, Mr. Clouette, Mr. Hart, Ms. Moran, Mr. McNabb, Ms. Paterson, Mr. Paulhus, Ms. Roe, Mr. Simpson, Ms. Webster and Mr. Yungclas. There were no negative votes cast.

3. Adjourn

Betsy Paterson made a motion to adjourn. Chris Paulhus seconded the motion. The motion was approved and the meeting adjourned at 4:40 pm.

Minutes taken by Cynthia van Zelm

HOUSING AUTHORITY OF THE TOWN OF MANSFIELD
REGULAR MEETING MINUTES
Housing Authority Office
July 21, 2011
8:00 a.m.

Attendance: Mr. Long, Chairperson; Mr. Simonsen, Vice Chairperson; Mr. Eddy; Secretary and Treasurer; Ms Hall, Assistant Treasurer; Ms Christison-Lagay Assistant Secretary; and Ms Fields, Executive Director.

The meeting was called to order at 8:05 a.m. by the Chairperson.

MINUTES

The Chairperson declared the minutes of the June 16, 2011 Regular Meeting "accepted without objection."

COMMENTS FROM THE PUBLIC

COMMUNICATIONS

Ms Fields received the completed audit and the associated letter to the Board from Roy & Associates. The Auditor also commented on the Cash Disbursement Policy and recommended the use of an audit stamp to avoid missing evidence of internal control. The Board agreed that an Ad Hoc Policy Committee will address this by reviewing the policy and recommending appropriate changes to ensure internal control.

REPORTS OF THE DIRECTOR

Bills

A motion was made by Mr. Simonsen and seconded by Mr. Eddy to approve the June bills. Motion approved unanimously.

Financial Reports –A (General)

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

Financial Report-B (Section 8 Statistical Report)

A motion was made by Mr. Simonsen and seconded Mr. Eddy to approve the June Section 8 Statistical Report. Motion approved unanimously.

REPORT FROM TENANT REPRESENTATIVE

Surveys

Mr. Eddy reported that over 80% of the surveys have been returned. The surveys should be all entered into the database by the end of July.

Bulky Waste Proposal

Ms Fields did not yet have the number for the Wright's Village bulky waste expenditure for 2010. No further discussion took place.

Mailbox Change

Mr. Eddy reported that a resident was having difficulty reaching her mailbox due to a disability. Ms Fields spoke with the mailman who was unsure if the mailbox numbering could be changed. He said it would have to be approved

at the post office where the mail is sorted and set up for the mail delivery person. Ms Fields will talk directly with the tenant regarding other alternatives to work out a solution.

Human Services Advisory Committee

Mr. Eddy reported that the town approved the purchase of a wheelchair van to assist residents with transportation to doctor's visits that are outside the Dial-A-Ride jurisdiction.

Mr. Eddy reported that Masonicare has purchased property on Maple Road for Assisted Living/other housing. A water availability study will be made. Ground breaking is expected within the next two years.

Sand Boxes

Mr. Eddy reported that the sand boxes that haven't been picked up need paint and suggested that Ms Fields call the town and get approval for the Housing Authority to paint the boxes.

AD HOC COMMITTEE REPORTS

Holinko Paving and Landscaping Committee

Ms Fields received a proposed contract from Lenard Engineering to update the documents and conduct all the bidding, contract and project management. Lenard Engineering suggested that the steps on Building 5 be completed as a separate project. Ms Fields contacted a contractor to propose a solution that will repair the steps and make the building look less institutional.

A motion was made by Mr. Simonsen and seconded by Ms Christison-Lagay to approve the proposed contract with Lenard Engineering in the amount of \$12,000. Motion approved unanimously.

Ms Fields and Mr. Long met with Bill Briggs and asked if he would propose a solution to the deteriorating steps and include a covered porch that would make the building more attractive and create a community atmosphere.

Increasing Affordable Housing Committee

The Committee inspected a property with a Realtor on July 12, 2011. The property looked promising. Ms Fields will contact CHFA and ask about available funds for further exploration into the purchase of the property. The Housing Authority would need funds to have a capital assessment report completed. Ms Fields will contact CHFA to request to discuss the next step.

Policy Review Committee

No policies have been reviewed

Budget Committee

Ms Fields forwarded the 2012 budgets to Mr. Simonsen to create an Excel spread sheet to prepare a three year plan. On July 12, 2011, Mr. Simonsen presented to the committee his completed spreadsheet showing different variables. This tool will greatly improve the Board's ability to quickly and easily review projections and the impact of rent increases. Due to lack of time, the full board will view the spreadsheets and discuss the budgets at the August Board Meeting.

UNFINISHED BUSINESS

ARRA Weatherization Program

Ms Fields reported that the heat pump installation and weatherization project began on June 20, 2011. The process has gone smoothly and while not

yet completed, the tenants have voiced satisfaction with the prospect of lower bills and air conditioning for the whole apartment instead of just the bedroom. The contractor has also installed heat pumps for the office. No heat pump has been installed for the Knop Shop at this time, however, it has been promised.

Eslin v Mansfield Housing Authority

Ms Fields forwarded the agreement to Attorney McGrath. The agreement has been rejected by the Stearns. No depositions have been scheduled for Ms Vangsness, Mr. Long or Ms Fields.

Door Handles on Back Doors for Wright's Village

The project has been completed. Tenants can now enter and exit from both exterior doors of their units. The office received good responses from tenants on this improvement.

NEW BUSINESS

Section 8 Administrative Plan Changes

Changes were made to the Administrative Plan in Chapter 2, 3, 4, 5, 6, 7, 8, 10, 11, 12, 14, and 16 as required by HUD. In addition, Ms Fields provided the Board with the additional changes being requested changes to the Administrative Plan in Chapters 5, 7, 10, 12, and 16. In addition, Ms Fields requested that the Board approve all changes required by HUD in the new May 2011 updated provided by Nan McKay.

A motion was made by Mr. Simonsen and seconded by Ms Hall to approve the changes required by HUD and the changes requested by the Housing Authority. Motion approved unanimously.

James M. Findley – Freedom of Information

Ms Fields stated that Mr. Findley has filed a Freedom of Information Request complaint with the Freedom of Information Commission for information he requested stemming from his initial request for information that did not exist. In his second request, he was given access to the requested information on May 27, 2011. In the letter responding to his third request for information, he was asked to call the office and set up an appointment to view the documentation. To date, he has not done so. Ms Fields has attempted to make telephone contact with Kathleen Ross at the Freedom of Information Commission, but calls continue to be missed.

Tenant Request to Paint Clothes Line Enclosure

Ms Strutt has requested that she and some other tenants at Wright's Village paint a mural on the clothes line enclosures. Ms Strutt presented to the Board a proposed design for approval. Mr. Simonsen suggested that they paint the Sand Boxes since they need it and it would be a good starting place before approving a mural on the clothes line enclosures. In addition, Ms Fields also stated that currently there is discussion on the Ad Hoc Budget Committee regarding the status of the enclosures. Some or all may be removed. Ms Fields stated that she would contact Lon Hultgren and ask permission to paint the Sand Boxes as they belong to the Town.

NEXT MEETING DATE

September Meeting Date

The September meeting date is changed to September 22, 2011.

OTHER BUSINESS

Approval on New Agenda Item

Ms Fields requested that the Board approve an item for discussion that was not previously on the agenda: Non Smoking Units.

A motion was made by Ms Hall and seconded by Mr. Simonsen to approve the new agenda item. Motion approved unanimously.

Non Smoking Units

Ms Fields requested that the Board consider making Units 205 and 206 at Wright's Village nonsmoking units. The units are part of the office building. A previous tenant smoked and the office has had problems with secondhand smoke permeating the Housing Authority Section 8 Coordinator's office that shares a common wall with unit 205, the bathrooms and the hallway area. After discussion, the Board approved the immediate designation of Units 205 and 206 as non-smoking units and requested that smoking in all units be discussed at a future Board Meeting.

A motion was made by Mr. Eddy and seconded by Ms Christison- Lagay to approve designating units 205 and 206 as "nonsmoking". Motion approved unanimously.

ADJOURNMENT

The Chairperson declared the meeting adjourned at 10:50 a.m.

Dexter Eddy, Secretary

Approved:

Richard Long, Chairperson

Town of Mansfield Traffic Authority
Minutes of the Meeting – July 26, 2011

Present: Hart, Hultgren, Painter, Meitzler, Painter, Baruzzi (Mansfield Schools), Schreier (Mansfield Downtown Partnership).

The minutes of 6/28 and 7/7/11 were reviewed and no corrections made.

72 Mansfield City Road – Meitzler will discuss the proposed guardrail along the corner property with the owner of this parcel.

Pending traffic data (counts and speeds) – the Town's traffic classifier is now operable and the following locations are on the list to be classified: Hillyndale Road; Baxter Road; Hanks Hill Road; Pleasant Valley Road.

Ravine Road – the survey responses from the property owners along Ravine Road were reviewed and discussed. Noting that closure of the road was objected to by at least two of the residents, closure (either temporary or permanent) was not favored by members of the Authority. Hultgren will continue to work with UConn and the DOT to put signs on Route 32 instructing drivers as to the preferred route to UConn. If a permit for these signs is not obtainable from DOT, Green will be contacted to locate the signs off the DOT's right of way.

PZC Referrals:

1. Wedding & Garden Center, 552 Bassetts Bridge Road – Reviewed favorably with one suggestion that the entrance be appropriately signed during events to warn people using the road.
2. Four Corners gas station and convenience store – Reviewed with the following comments: 1) Walkways should extend to the property lines. 2) Internal walkways should be relocated to facilitate convenient use from the 195/44 signalized intersection through the property to the store. 3) The left turn out of the property onto 195 could be problematic. If it is to remain, traffic data showing the ease/difficulty of this movement should be provided.
3. Office building on the North Frontage Road – Reviewed favorably with one suggestion that the shared-use path to the west of the proposed sidewalk be connected to and that the existing connection from the road shoulder to the existing shared-use path be preserved.

Celebrate Mansfield parade route 195 closure – Approved with the usual conditions (coordination with Resident State Trooper and appropriate notifications)

Signal replacement – Route 195 at North Eagleville Road – for information only.

Request for pedestrian push-button at the 195/Moulton Road intersection – referred to the DOT.

Respectfully submitted,

Lon Hultgren
Director of Public Works

Town of Mansfield
CONSERVATION COMMISSION
Meeting of 20 July 2011
Conference B, Audrey P. Beck Building
MINUTES

Members present: Robert Dahn, Neil Facchinetti (Alt.), Quentin Kessel, Scott Lehmann, Frank Trainor. *Members absent:* Joan Buck (Alt.), Peter Drzewiecki, John Silander. *Others present:* Aline Booth, John Marth (Cumberland Farms), Grant Meitzler (Wetlands Agent), Linda Painter (Town Planner), William Shakalis.

1. The meeting was **called to order** at 7:30p by Chair Quentin Kessel. **Linda Painter**, Mansfield's new Town Planner, was introduced to the Commission.
2. The draft **minutes of the 18 May 2011 meeting**, as revised on 27 May 2011, were approved.
3. **IWA referrals.** Lehmann observed that the IWA Field Trip to three of these properties is scheduled for next week. The Commission decided to proceed with the referrals anyway, anticipating that it might be difficult to assemble a quorum for the August meeting.
 - a. **W1483 (Cumberland Farms, 4 Corners, NE)** John Marth sketched Cumberland Farms' proposal for a convenience store and gas station on the northeast of the Four Corners at routes 44 and 195. The vacant Kathy John's and Republic Oil buildings that now occupy the two parcels (2.6-acres total) would be demolished; DEP-required environmental remediation will remove soil contaminated by gasoline leaks at Republic Oil. Plans call for a net decrease in impervious cover (IC); runoff would be directed to a bio-retention basin near 195 to the west, and thence via underground pipe to a wetland along the west edge of the property (about 140 ft from the retention basin). A small wetland on the eastern boundary near Kathy John's is uphill from proposed work. The rear of the property would be left in its current quasi-natural state; plantings are proposed along routes 44 and 195. After some discussion, the Commission agreed unanimously (**motion:** Facchinetti, Trainor) that no significant impact on wetlands is to be expected from this project, provided standard sedimentation controls are employed during construction.
 - b. **W1482 (United Services, N. Frontage Rd.)** United Services proposes to construct a 2-story medical office building on North Frontage Rd. near Mansfield City Rd., for which the land is now being cleared. Conantville Brook runs along the rear boundary of the property; the northwest corner of the building and portions of the parking lot would be within 150 ft of these wetlands. The site is fairly flat, save to the east, where contours would be reformed to afford level parking. Runoff would be directed to catchment basins and into an underground storage system – tanks made from sections of large-diameter perforated culvert – behind the building and above the Brook, from which it would seep into groundwater; maintaining such a system is largely a matter of keeping sand from clogging it up. The Commission agreed unanimously (**motion:** Facchinetti, Trainor) that no significant wetlands impact from this project is likely, provided standard sedimentation controls are employed during construction, new contours are stabilized, and maintenance of the storm-water retention system is performed on a regular basis.
 - c. **W1484 (Kouatly, 98 Fern Rd.)** The Kouatlys propose to split a house lot from their large parcel on Fern Road, permitting their son to build a single-family home between his

parents' house and the derelict school bus garage property to the south. Portions of the building and development envelopes lie within 150 ft (60 ft at the closest point) of wetlands on the latter property. The Commission agreed (**motion:** Kessel, Trainor; all in favor save Lehmann, a friend of the applicants, who abstained) that no significant wetlands impact is to be expected, provided activity is confined to the envelopes shown on the map and standard sedimentation controls are employed during construction.

d. **W1485 (Bell, 552 Bassetts Bridge Rd.)** The applicants propose to construct a tool barn about 100 ft from a wetland; runoff at this site appears to drain away from the wetland. They also propose to convert an existing barn within 150 of wetlands into a wedding facility. After some discussion, the Commission tabled this referral until the August meeting: the map provided is incomplete and Lehmann can view the property on next week's IWA field trip.

4. Dark Skies. William Shakalis, an amateur astronomer, is interested in working with the Commission to reduce light pollution from UConn and other sources. He agreed to find out what light pollution regulations exist at the state or town level and what model ordinances have been proposed to address light pollution. {Section 505.6.3 of the State Building Code, which concerns "Light Pollution Controls," requires "full cut-off luminaries" except in certain cases, including outdoor sports facilities.} Before approaching the powers-that-be at UConn, it would also be a good idea to enlist support from faculty who teach astronomy and from concerned residents of Mansfield and nearby towns.

5. Open Space Sale? Anthony Kotula is asking the Town to sell him 0.15 acres of land on Maple Rd. so that he can grow rhubarb on it. Perhaps not entirely coincidentally, the sale would also give Mr. Kotula enough frontage to split off a building lot. The parcel, part of the Maplewoods subdivision open-space dedication, was to provide parking for walking on Old Bennett Road, but the sightline to the northwest is poor. After some discussion, the Commission agreed that selling this parcel to Mr. Kotula would set a bad precedent, encouraging other attempts to convert Town open space to private property. It would be preferable to retain the land but grant Mr. Kortula an agricultural easement on it. However, he appears to have plenty of unshaded space on his own property for a rhubarb plantation.

6. The Connecticut Council on Environmental Quality is inviting public input on environmental concerns and priorities at 5:30p, Wednesday, 27 July 2011 in the Council Chambers.

7. Mirror Lake Dredging. GZA GeoEnvironmental maintains, in its 07 June letter to the DEP, that use of a polymer flocculent that is not NSF-certified in the sediment dewatering process for the Mirror Lake dredging project poses no risk to public drinking water supplies. GZA notes that, according to the flocculent's manufacturer, "the concentration of acrylamide [a carcinogen] is the sole concern of NSF in certifying a flocculent used in the treatment of drinking water." GZA then maintains that, according to its analysis, residual acrylamide in water released into Roberts Brook will be diluted to safe levels by the time any is withdrawn at Windham Water Works. However, this analysis overlooks the fact that some of the acrylamide-contaminated water is likely to be withdrawn at UConn's Fenton River wellfield far upstream. Kessel's letter to the DEP, pointing out this oversight, was unanimously approved by the Commission (**motion:** Facchinetti, Trainor); see attachment 1

8. Eagleville Brook Watershed Management Plan. DEP has released the draft of its final plan for managing TMDL in Eagleville Brook by reducing IC in the watershed. Comments drafted by

Kessel on behalf of the Commission were unanimously approved (**motion:** Facchinetti, Dahn); see attachment 2. They express support of the plan's goals and methods for attaining them, suggest that efforts to reduce IC should focus on those parts of the UConn campus that likely contribute most to the TDL of Eagleville Brook *and* that of Roberts Brook, and argue that IC% for a given area should include any water bodies with outflows (such as Swan Lake).

8. Adjourned at 9:15p.

Scott Lehmann, Secretary, 21 July 2011; approved 17 August 2011.

Attachment 1: Mirror Lake Dredging

August 1, 2011

Mr. Ken Major
CT DEEP
Water Permitting and Enforcement Division
79 Elm Street
Hartford, CT 06106
ken.major@ct.gov

RE: Mirror Lake Dredging
Flocculent Impact Evaluation
Wastewater Discharge Permit Application No. 200903959

Dear Mr. Major:

The Mansfield Conservation Commission reviewed the June 7, 2011 letter to you from GZA GeoEnvironmental, Inc at its July 20, 2011 meeting. This letter provided additional information regarding the use of a polymer flocculent for the Mirror Lake Dredging project on the University of Connecticut's Storrs campus. Our concern is with byproducts of the proposed flocculent, e.g., acrylamide. We have the following comments and a suggestion:

1. Acrylamide is a known neurotoxin and carcinogen.
2. The GZA letter states the NSF requires that the residual acrylamide content of drinking water should not exceed 5×10^{-4} ppm.
3. The letter describes the predicted successive dilution of the acrylamide as it exits the Mirror Lake area into Roberts Brook, then exits Roberts Brook (.04 ppm) into the Fenton River, then a level of 1×10^{-3} entering Mansfield Hollow Lake finally entering the Willimantic Reservoir with, finally, a level predicted to be approximately a factor of 10 lower than the NSF maximum.
4. However, this letter fails to comment on the fact that after passing under "Pumping Station Road," Roberts Brook follows a fairly lengthy and flat course over the portion of the aquifer just north of Well D before entering the Fenton River. During all but the wettest seasons this brook loses water into the aquifer. During dry periods, the brook "dries up" before reaching the Fenton, i.e., all of the flocculent and its byproducts would enter the aquifer! Furthermore, in their Water Supply Plan, UConn expects to upgrade (or has upgraded) Well D and to pump more from this

well than they have in recent years. There are papers available on the environmental degradation of certain flocculents. What might be the persistence of any byproducts that do enter the aquifer?

5. The GZA letter also fails to address the impact of their flocculent byproducts on private wells along Roberts Brook or the recreational users of the Fenton River, e.g. individuals swimming and fishing.

6. We suggest that you request GZA to comment on 4 and 5 and that Well D and its surrounding test wells be utilized to monitor at least the acrylamide levels in this portion of the Fenton River aquifer before and after the mirror lake dredging project.

Sincerely yours,

Quentin Kessel, Chair

Mansfield Conservation Commission

Please copy correspondence to me at my home address: 97 Codfish Falls Road, Storrs, CT 06268 or to quentinkessel@earthlink.net

CC: Richard Miller, University of Connecticut
Pat Bisacky, DPH
Eric McPhee, DPH
Denise Ruzicka, CT DEEP
Betsey Wingfield, CT DEEP
Jason Coite, University of Connecticut
Linda Painter, Director of Planning, Town of Mansfield
James Hooper, Windham Water Works
Robert Miller, Eastern Highlands Health District
Tim Tussing, University of Connecticut
Eric Thomas, CT DEEP

Attachment 2: Eagleville Brook TMDL

July 20, 2011

Mr. Eric Thomas
CT DEEP
Watershed Manager
Bureau of Water Protection and Land Reuse
79 Elm Street
Hartford, CT 06106
Eric.Thomas@ct.gov

RE: Eagleville Brook Watershed Management Plan, June 2011

Dear Mr. Thomas:

The Mansfield Conservation Commission (CC) fully supports the goals, and the steps to reach these goals, outlined in June, 2011 Draft of the Eagleville Brook Watershed Management Plan prepared by UConn's Dietz and Arnold. We note that the Town of Mansfield has enacted and

enforced zoning regulations designed to protect Mansfield water resources for decades. The CC supports the BMP for UConn in this document, as well as the LID guidance and checklist documents suggested for Mansfield's use. The CC looks forward to the collaborative efforts between the Town and the University envisioned in this management plan.

At its July 20, 2011 meeting, the Mansfield Conservation Commission reviewed and compared the percentages of impervious coverage (IC) obtained from the University's Campus Wide Drainage Master Plan, Flood Management Certification Application and the June, 2011 Draft of the Eagleville Brook Watershed Management Plan prepared by UConn's Dietz and Arnold. We note that the former delineates each subwatershed, while the latter combines a number of subwatersheds into a larger watershed. This latter approach gives lower IC percentages (Table 1) and a less detailed picture of the true problem areas on campus. Using the designations of the drainage plan, we calculate the following IC percentages:

- IIB 62% This 16 acres (16a) is the Swan Lake watershed, which was diverted into a watercourse in a public water supply watershed and into the Fenton River Watershed many years ago. This would not have been permitted today.
- IIIB 51% This 223a is the portion of campus containing Gant Complex, Pharmacy, and Life Sciences. This 113a of IC is probably the worst offender with respect to the TMDLs of Eagleville Brook, and is therefore the area where rain gardens and other techniques to increase pervious surfaces might be the most effective, e.g. the rain garden covering a small portion of the Gant Complex.
- IIA 32% This 174a includes Mirror Lake, Fine Arts, and E.O. Smith High School. The athletic fields of E.O. Smith keep this overall IC% as low as it is.

Table 1 of the Eagleville Brook report shows the Swan Lake watershed (3100-19-1-L-1) having an IC of 38.8% in disagreement with the 62% in IIB, above. Most of this discrepancy is due to the Eagleville Brook report not including Swan Lake as an impervious surface in its calculation. It may be counter-intuitive to include the lake surface as IC; as they do in the Drainage Plan. But a lake with an outflow is almost more "impervious" than a parking lot! The peak stormwater flow from the lake is immediately and directly affected by any rain falling into the lake. It affects the peak flow more rapidly (with a greater peak flow) than would a parking lot of the same area some distance from the lake.

The Mansfield Conservation Commission agrees with the Plan's statements, "To be most effective, reductions in effective IC will likely need to be targeted at the more heavily developed UConn campus." (page 11) and "The Eagleville Brook watershed bisects the University campus (Figure 2). Although this Plan is aimed at the area of campus that is in the Eagleville Brook watershed, it is recommended that the University strive to implement these management procedures for the entire campus. It should be noted that the adjacent watershed drains to the Fenton River, which supplies the drinking water reservoir for the City of Willimantic a short distance downstream." (page 15).

The Mansfield Conservation Commission would like to reiterate: The three watersheds listed above, IIB, IIIB, and IIA have high percentages of IC and should be targeted for IC reduction. We are pleased that the authors of this report recommend applying the same remedial techniques to the Fenton River watershed, a public water supply watershed, as they are recommending for the Eagleville Brook watershed.

Sincerely yours,

Quentin Kessel, Chair, Mansfield Conservation Commission

Please copy correspondence to me at my home address: 97 Codfish Falls Road, Storrs, CT 06268
or to quentinkessel@earthlink.net

CC: Michael E. Dietz
Chester, Arnold
Richard Miller, University of Connecticut
Jason Coite, University of Connecticut
Linda Painter, Director of Planning, Town of Mansfield
James Hooper, Windham Water Works
Robert Miller, Eastern Highlands Health District
Tim Tussing, University of Connecticut

RECREATION ADVISORY COMMITTEE
MEETING MINUTES – April 27, 2011 (approved 8/17/11)

ATTENDING: Darren Cook, Sheldon Dyer, Michael Gerald, Howard Raphaelson, Anne Rash,
STAFF: Jay O'Keefe, Curt Vincente
GUESTS: None

- A. Call to Order – Chairman S. Dyer called the meeting to order at 7:34pm.
- B. Approval of Minutes – H. Raphaelson moved and D. Cook seconded that the minutes from the October 20, 2010 meeting be approved and the motion passed unanimously. There were no minutes from the January 26, 2011 meeting because the meeting was cancelled due to inclement weather.
- C. Co-Sponsorship Reviews – The reviews of the co-sponsored organizations were postponed until the next meeting.
- D. Old Business – C. Vincente gave a brief update on membership, facility usage and discussed current marketing campaigns. The new website is up and running and staff encouraged committee members to check out its new look. In anticipation of new fee proposals that will need to be considered at the next meeting, C. Vincente discussed potential resident rate reductions for Community Center memberships. After a lengthy discussion, RAC members noted the pros and cons of this scenario. More discussion will follow at the summer meeting. It was noted that the new "Friends of Mansfield Community Center" has met several times and are working to raise funds for Community Center equipment. Staff provided brief updates on Southeast Park, Skate Park and Lions Memorial Park. A review of the Fee Waiver report that was presented to the Town Council was briefly discussed.
- D. Correspondence – Items 1 and 2 were acknowledged.
- F. Director's Report – C. Vincente noted that most of his report was covered under Old Business or will be discussed under New Business items.
- G. New Business – The summer and fall quarterly reports were included in the packet and briefly reviewed. C. Vincente gave an update on the FY 2011-12 budget that was recently approved by the Town Council. J. O'Keefe gave a brief report in winter programs, provided an update on spring programs and discussed the upcoming summer programs. He also highlighted the new website, employee recognition program, a new home school physical education program being offer at the Community Center, and the "Day at the Center" special event where over 100 bicycles were donated. In other new business, the RAC 2011 meeting schedule was approved. The next meeting is scheduled for July 20, 2011, but may have to be moved to accommodate summer vacation schedules.

Having no other business, the meeting was adjourned at 8:56pm.

**TOWN OF MANSFIELD
PERSONNEL COMMITTEE**

**Monday, July 22, 2011
Audrey Beck Municipal Building, Conference Room B
Minutes**

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

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

The meeting was called to order at 8:30 a.m.

1. APPROVAL OF MINUTES

The meeting minutes of 7/11/11 were moved as presented by Kochenburger, seconded by Paulhus and adopted unanimously.

2. ETHICS ORDINANCE

The Committee reviewed potential revisions to the Code (dated 7-22-11).

- 25-5(a) – new terminology added to help clarify term appointments. By consensus, the Committee agreed with the added language as presented.
- 25-5(e) – revised language regarding political activity for Board members. By consensus, the Committee agreed with the added language as presented.
- 25-6(m) - revised language regarding political activity for public officials and employees while they are “on the clock” for the Town. By consensus, the Committee agreed with the added language as presented.

Kochenburger moved, seconded by Paulhus, to send the revised version (7-22-11) as presented to Council for its July 25th meeting. The motion passed unanimously.

3. HR ORDINANCE

The Committee reviewed and discussed the draft HR Ordinance (dated 6-17-11). By consensus, the Committee decided on two revisions:

- Adding a sentence to identify major components of the HR Program such as recruitment and retention, employee benefits, risk management, labor relations, etc.
- Adding the words “relevant state and federal requirements” after “section C601” in the last paragraph of the ordinance.

The Committee unanimously approved sending the draft HR Ordinance as revised to the Council in August.

4. PERSONNEL RULES

The Committee completed its discussion of the draft revised personnel rules. Kochenburger moved, seconded by Paulhus to send the draft revised personnel rules to Council in the fall.

The meeting adjourned at 9:25 a.m.

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

**PAGE
BREAK**

7 September 2011

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

Dear Mr. Hart:

Please share this letter with the Town Council.

Summary:

On 22 August 2011, the Town Council voted to offer a lease of Parcel A, to the Kotula family. We assume the Town Manager was instructed to work out the details with the Kotula family. Since the Town Manager has not contacted us to date, and therefore we have not met with the Town Manager, we assume he would agree with one of the members of the Council and offer us two ninety-nine year leases, for one dollar, renewable on request, and requiring no taxes be paid. Though the terms of the agreement seem reasonable to some, there is another aspect of the agreement that deserves consideration.

One must consider that if the Kotula family were to accept the terms of the lease, that would establish an intransigence of the Council, whereby farmers would hesitate to seek additional land on which to farm. Farmers work from early morning to late at night to eke out a living from the soil. They do this work because of their love of farming, producing food from the soil, rather than seeking an opportunity to become wealthy with an alternative career, or resorting to welfare. Meanwhile, the intelligentsia of the Town continue to enjoy their hiking trails, will be able to feel the exhilaration of entering a Trailhead, will have fallow land that they can admire, while the farmer sweats to put food on the family's table, and sell enough produce to pay the taxes. *This is the Mansfield that the Council has spawned.* Unfortunately, that opinion has "taken root" in our Town. Businesses have indicated Mansfield in not a business friendly town. That statement is being broadcast on the radio. I am a farmer. Farmers deserve better. The citizens of Mansfield are sympathetic to the farmer's struggles as evidenced by their continued support, by buying fresh produce at the Storrs Farmer's Market. Shouldn't all citizens, even we "lowly" farmers, be afforded the benefits of Mansfield's land? Does the Council serve all the Mansfield citizens, as it should, or just a select few?

I am a free American. I served in the Air Force in Korea during the war, so my freedom is paramount. I am not an indebted peasant or slave, seeking to farm on the land of my master. Therefore, the Kotula family rejects your offer to lease Parcel A to us.

However, I have requested Council approval to **purchase** Parcel A, and the Council has not addressed this motion. They did not vote to approve, or to disapprove the sale, rather they introduced, and voted on a motion to lease Parcel A to me. I have never expressed any interest or desire to lease Parcel A.

The Kotula Family Position:

1. We offer to **PURCHASE** Parcel A at an equitable price.
2. If the Council agrees to the sale, Parcel A will become once again, part of, and have the same agricultural zoning as Lot 7A, as required by The Planning and Zoning Commission. The whole property will share the statement "This lot shall not be resubdivided in the future".
3. We will not damage the stonewall that borders Parcel A, on Maple and Bennet Roads, as required by The Planning and Zoning Commission.
4. **We agree with The Planning and Zoning Commission in that they did not establish any restriction on future potential subdivision of the land.**
5. **We agree with the Director of the Planning and Zoning Department, that if the Town Council is not concerned about potential subdivision, neither is her office.**
6. We concur with the report of the Planning and Zoning Commission, and certain members of the Town Council, **the sale does not set a precedent.**
7. Beyond these affirmations, we hold fast that none of our personal freedoms, nor those of our future generations, will be surrendered to any person, town, state, or federal, government. To do so would dishonor the many thousands of our military with whom I served in the Korean War, and where, in three years, fifty four thousand of our military paid with their lives, to ensure our freedom.

Legal perspective:

How would a court of law view a decision of The Town Council if they were to deny the sale of Parcel A to the Kotula family? Surely, the court would be interested in the following issues.

1. Each of the three advisory committees failed to provide the Council with a fair and equitable review of the pros and cons of the proposed sale. In addition, they violated the Town Charter, and my personal freedoms, by preventing me from listening to their deliberation about the sale. They failed to conform to "Robert's Rules of Order", to which the Town conforms. One Council member suggested that if that were true, the Town should remedy the situation. If that member is questioning the veracity of my statement, since the sale involves money, the Council is able, just like in auto accidents, to depose the members of the three committees and discern their actions. Or, more simply, they are able to ask the town representative who attended each meeting. We suggest, a suitable remedy to me is appropriate, because of this improper treatment.
2. The Council is required by State law to consider, seriously, the recommendations of The Mansfield Planning and Zoning Commission. This Commission voted to recommend the sale providing that the land be utilized for agriculture and that the stonewall be preserved. We have always agreed to these restrictions, because these are **our** objectives. Though individuals said that in the Commission vote, the majority was seven for the sale and two against the sale, one might submit that the vote was seven for the sale and one against, because "Robert's Rules of Order" do not allow the chair to vote unless the chair's vote will be the deciding vote. In this instance the great majority of the vote was in favor of

the sale, thus the chair should not vote. Either way, the great majority of the vote of the Commission was in favor of the sale.

3. The Council appears apprehensive about the sale because the chair of The Planning and Zoning Commission expressed concerns “the sale would set a precedent”. Seven members of The Planning and Zoning Commission disagreed with their chair and voted in favor of the sale. At least four members of the Council openly indicated they were not concerned about the sale becoming a precedent. One member even volunteered, that was the first time in 25 years that he disagreed with the chair of The Planning and Zoning Commission. Not all members of the Council expressed their opinion on this matter, but enough did, strongly, to put this issue to rest.
4. The Council spent an inordinate amount of time with the Town Attorney on 22 July 2011, attempting to create a covenant that would preclude my land from being subdivided in the future. In an letter dated 27 July 2011, I asked the Director of Planning and Zoning to contact the Town Attorney to determine whether any legislation exists that would require covenants be utilized on all sales to prevent future subdivision of properties. I have not received any information that such legislation exists. Why then was such a restriction being considered for this sale?
5. The Council expressed concern that in prior negotiations with the developers of the subdivision, the developers could have subdivided Lot 7A, and potentially lost money by not doing so. Records will show that the developers offered Lot 7A, which then included Parcel A, to the Town. Instead, the Town elected to request Parcel A for a parking lot together with swampland elsewhere, because it contains trees of value to the Town. The developers profited from the sale of Lot 7A to the Kotula family. The swampland would have been more difficult to sell. One may submit the developers received payment for Lot 7A after they were willing to give it to the Town.
6. The Town Attorney indicated on 22 July 2011, that there is no legal means to prevent me, from requesting The Planning and Zoning Commission to consider subdivision of my property. In his letter of 22 August 2011 he stated “It has been suggested that perhaps the Town could place a restrictive covenant on a deed transferring the open space property to this resident. The covenants would presumably bar the resident from subdividing the property. The first question that arises is whether any such restrictive covenant could influence PZC to deny a later subdivision application. My research has disclosed no similar case in that regard. **My educated guess is that on the totality of these circumstances, if the Town should sell the land, any effort to enjoin a future subdivision in court could be determined to be against public policy, given the strong message our State had been sending regarding the ways in which planning and zoning matters must be handled administratively by special commissions applying sophisticated and detailed regulations in a very structured process at the local level.**” With this attorney’s statement before the Council, one member still suggested the Town of Mansfield use a “reverter” clause and “first right of refusal clause”. He indicated the University of Connecticut has used these methods. On what basis do they continue to attempt to apply legislation that the state would probably deem unlawful?
7. The Council has focused on implementing some means to retain Parcel A as a potential parking lot, in perpetuity. That attempt conflicts with the decision of The Planning and Zoning Commission. **The Commission recommended Parcel A should be sold to me.** One may submit that were the Council to deny the sale, some may interpret that decision,

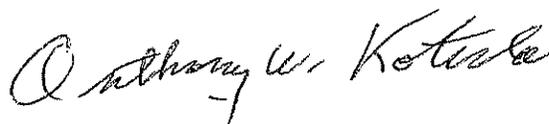
as an attempt to diminish the legal authority of The Planning and Zoning Commission. The Commission debated the pros and cons of this sale in great detail, as they are charged to do by the State. The Commission has expressed, verbally, and by their vote that they are capable of making difficult choices based on merit. The Commission handled this sale by applying sophisticated and detailed regulations in a very structured process to arrive at their decision to sell Parcel A to the Kotula family. The Commission was granted authority by the state, not the Council. Their review of this sale is mandated under Connecticut General Statutes, section 8-24. The Commission is distinguished for their wisdom in such matters, and should continue to guide the Council in their deliberation concerning this sale.

8. All elected officials of the Town, as well as committee members, take an oath in accordance with Connecticut State Statute 1-23, that reads in effect **“You solemnly and sincerely affirm and declare that you will faithfully discharge according to law, your duties as..(fill in the title of the position)..to the best of your ability; upon the pains and penalties of perjury of false statement”**. How can the members of the Agricultural Committee, which is charged with fostering and supporting farm efforts in Mansfield, oppose the sale of Parcel A, that will change a proposed parking lot, that is no longer suitable for that use, into agricultural land? Will the Council listen to the numerous business owners, citizens, and farmers, who voiced their support for the sale, or to the members of the advisory committees, who are the only groups vocal in their opposition to the sale? One might submit the actions of those committee members have discredited their reliability. I cannot find even one citizen, other than members of the advisory committees, who has voiced opposition to the sale. The statement of the chair of the Council, who at the 22 July 2011 Town Council meeting, said the owners of Lot 17 opposed the sale, was in error. In each of his two letters, the owner wrote, “We do not wish to comment on the transfer itself “ or words to that effect. Any reservations regarding the sale of Parcel A have centered on subdivision or precedent, both of which have been addressed in great detail by the Planning and Zoning Commission, and us. There is no longer any reason to deny the sale, free of all constraints on Parcel A, except those of The Planning and Zoning Commission, which parallel **our** intentions.
9. The Council is obliged to give due consideration to the findings and recommendations of The Planning and Zoning Commission. One of the Council members volunteered that the proposed sale does not benefit the Town of Mansfield. The Planning and Zoning Commission, if their recommendations are to be reversed, deserves documented reasons from each Council member for their disagreement with the Commission, as do we. The off hand comment, that the sale does not benefit Mansfield, might be considered arbitrary and capricious, in a court of law, particularly in light of the extensive list of benefits to the Town that have been provided by the Mansfield citizenry and by us.

Conclusion:

We respectfully request that the Town Council of Mansfield, agree with The Planning and Zoning Commission, the Mansfield citizenry, and others, to approve the sale of Parcel A to the Kotula family.

Anthony W. Kotula, Ph.D.
135 Maple Road
Mansfield, CT 06268



From: Rita Pollack [rita.pollack@att.net]
Sent: Tuesday, September 06, 2011 9:37 AM
To: Sara-Ann Bourque
Subject: Letter to Town Council Members

Dear Ms. Bourque,
I would appreciate it if you could send EACH Council member a copy of my letter.
Thank you.
Rita Pollack

110 Timber Drive
Storrs, CT 06268
September 6, 2011

Dear Town Council Member,

I know you care deeply about our town. That is why I am asking you to vote against the proposal for the School Libraries and Town Library to share a Director.

Professional Librarians and Media Specialists have testified that it cannot work. One person would not be able to meet the demands of the school's curriculum and the needs of our Mansfield readers. Adequate supervision of staff in four schools in different locations and the Library would also be difficult.

The Mansfield Library does more than circulate books. It serves as the primary information source for users as well as a cultural and recreational place for toddlers to Senior Citizens. Maintaining the collection of books, DVD's, audio books as well as up to date materials is a full time job. The computers were obtained from Grants that had to be researched and written up.

We are proud of our Library. It is usually filled with people. To combine the leadership of two Library systems with different purposes can only lead to a dilution of services in both.

We should be using this time to search for a Director instead of protesting an "experiment " which has not been tested in any town the size of Mansfield. Please vote NO to this proposal.

Thank you for your consideration.

Yours Truly,

Rita Pollack

PAGE
BREAK

September 7, 2011

Mayor Patterson,

On August 30th while I was at the Community Center checking on the Shelter's needs I was approached by Dan Carry, Manager at Dominos around 4pm. He had come to the Center to see if there was anything that he and Domino's could do to assist in meeting the needs of the Shelter regarding food.

Dan's wanted to contribute 20 large pizza's to assist in providing something to eat to those without power as a result of Hurricane Irene. Dan and I determined that since the MRE's were being picked up that his contribution would better serve those without power who needed a meal, during the lunch hour at the Shelter on Wednesday.

I went back over to the Shelter after work (4:45pm) to inform those working there that Domino's was contributing 20 pizza's for the lunch hour on Wednesday and was advised that the MRE's were going to be dropped off late and there was a concern over not having food supplies to feed those coming to the Shelter for food.

I immediately called Dan Carry at Domino's and asked if there was any way possible that we could have the pizza's that he was contributing as soon as possible. I explained to him the concern resulting as a result of the late arrival of the MRE's.

Dan did not hesitate for a second and told me he would have all 20 pizza's over to the shelter within 45 minutes to an hour.

Dan made good on that and the pizza's were delivered within the time frame he gave.

As the first and only local business that I am aware of who stepped forward I would like the Town Council to recognize Dan Carry and Domino's concern, dedication and support for the community in some way.

Thank you for your time.

Karen L. Taylor

PAGE
BREAK

**TOWN OF MANSFIELD
FIRE AND EMERGENCY SERVICES**



David J. Dagon, Fire Chief

AUDREY P. BECK BUILDING
FOUR SOUTH EAGLEVILLE ROAD
MANSFIELD, CT 06268-2599
Tel: (860) 429-3364
Fax: (860) 429-3388

August 24, 2011

Miss Taylor Tangari
197 Cedar Swamp Road
Mansfield, CT 06268

Dear Miss Tangari,

Please accept my apology for not responding sooner to your letter, we do appreciate hearing from you and others to whom we have provided assistance.

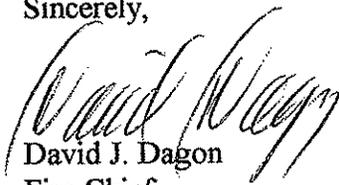
A review was conducted on the call you made to 9-1-1 and I have spoken to the firefighters that responded. I appreciate that the decision to call 9-1-1 is sometimes difficult but you did not hesitate when Ava needed assistance. The information you provided to the 9-1-1 dispatcher enabled him to send assistance and you followed his directions while help was on the way. The firefighters that arrived were impressed with how you conducted yourself under the circumstances.

I was pleased to read that you will be enrolled in the health curriculum at Windham Tech and that you are considering getting involved in the medical field. Your actions during this incident clearly demonstrate that you possess the qualities that are important when caring for someone in need.

I appreciate you thanking the fire department for responding to your call for aid but I think it is we that should be thanking you. It is fortunate and reassuring to know we can rely on members of the community like you to respond to those in need and to request assistance when required.

At your convenience please call me at (860) 429-3364; if it is alright with you I would personally like to present you with a Fire Department Certificate of Recognition for your actions and the temperament you displayed in a very challenging situation.

Sincerely,


David J. Dagon
Fire Chief

**PAGE
BREAK**

BLUMENTHAL, COURTNEY PRESS CL&P FOR COMPREHENSIVE REVIEW IN WAKE OF HURRICANE RESPONSE

(Hartford, CT) – Senator Richard Blumenthal and Representative Joe Courtney wrote Connecticut Light & Power (CL&P) President Jeffrey Butler today, pressing the company for a comprehensive review of its emergency response procedures and making recommendations based on their visits and conversations with local officials, business owners, and residents of communities damaged in Hurricane Irene. In the letter, Blumenthal and Courtney write:

“We...urge CL&P to cooperate fully with the Governor’s comprehensive review as well as any additional review by the Connecticut Department of Energy and Environmental Protection of the utility’s Hurricane Irene operations and consider implementing the following recommendations – based on feedback from our discussions with Connecticut residents – in order to provide the level of response to emergencies that the ratepayers expect and deserve.”

Both Blumenthal and Courtney have spent the days after Hurricane Irene touring flood sites, damaged areas, and homes and businesses affected by the storm, and have met with residents, business owners, and local officials to assess damages, press for federal assistance, and understand fully the scope of the devastation.

The full text of the letter is below:

September 6, 2011

Jeffrey D. Butler, President and Chief Operating Officer
Connecticut Light & Power
P.O. Box 270
Hartford, Connecticut 06141-0270

Dear Mr. Butler:

As of today, more than 99% of Connecticut Light and Power (CL&P) customers have had their electricity restored. We commend the hard work of the CL&P work crews who toiled ceaselessly to get power to residents and businesses throughout Connecticut.

Over the past week, we have met residents, municipal officials and business owners who were hit hard by the storm. They have expressed many concerns regarding the actions of CL&P prior to, and subsequent to, Hurricane Irene. We share those concerns regarding responsiveness to consumers, especially in light of the potential merger of Northeast Utilities with an out-of-state company.

Today, we write to urge CL&P to cooperate fully with the Governor’s comprehensive review as well as any additional review by the Connecticut Department of Energy and Environmental Protection of the utility’s Hurricane Irene operations and consider implementing the following recommendations – based on feedback from our discussions with Connecticut residents – in order to provide the level of response to emergencies that the ratepayers expect and deserve:

- **Review the number of in-state work crews.** In every widespread storm such as Hurricane Irene, there will be a need for out-of-state work crews; it is important for CL&P to maintain sufficient in-state crews for ongoing maintenance and preventive work and to form a base of support and knowledge for the out-of-state work crews. In addition, CL&P should look to increase the use of in-state tree cutting companies during the emergency response rather than out-of-state tree cutting companies.
- **Assign at least one work crew to each municipality to work in conjunction with local public works and municipal elected officials.** Too many mayors and first selectmen were unable to clear roads and assist residents because of the lack of work crews in their towns. In contrast, municipally owned utilities in Norwich, Groton and Jewett City assigned crews to work directly with the municipal public works department. Power was restored in these communities – and in other towns served by municipal utilities – much more quickly than by CL&P due in part to better coordination.
- **Coordinate CL&P emergency operations plan with the municipalities' emergency operations plan.** Town officials often felt that their emergency operations plan implementation did not coincide with the priorities contained in the utility's emergency operations plan. Some town priorities for restoration of electricity were not taken into consideration by CL&P.
- **Establish an easily accessible, clear timeline for power restoration that is updated frequently so residents and businesses can better plan their response to the power outages.** Residents who lose power for 24 hours would likely respond differently than residents who know their power won't be restored for 5 days. Similarly, businesses need to know when they will be able to fulfill their customers' orders or whether to seek assistance from competitors to fill customer requests.
- **Assign a year-round community liaison for each town that is familiar with the town and town officials and has accurate information.** Community liaisons were very welcome, but town officials expressed concerns that these liaisons were unfamiliar with the towns as they were assigned at the beginning of the emergency. A year-round liaison will enhance communications and coordination with town officials.
- **Review and improve utility preventive program to reduce power outages.** There were significant concerns expressed to us regarding the adequacy of tree trimming and other preventive measures. The utility should review the tree trimming operations of municipally-owned utilities to determine if there can be improvements.

This list is not meant to be exhaustive of potential improvements that the utility may enact over the next few months. However, we urge your quick adoption of these recommendations consistent with the findings and conclusions of the Governor's review panel. If we can be of assistance, please contact us.

Sincerely,

Richard Blumenthal
United States Senate

Joe Courtney
United States Congressman

215 Cannon House Office Building | Washington, DC 20515
P: 202.225.2076 | F: 202.225.4977
<http://courtney.house.gov/> | [E-Newsletter](#)



PAGE
BREAK



STATE OF CONNECTICUT

GOVERNOR DANIEL P. MALLOY

**GOV. MALLOY ANNOUNCES FEMA DISASTER RECOVERY CENTERS OPEN
ACROSS STATE**

Centers will assist individuals and business owners who have been affected by Tropical Storm Irene

(HARTFORD, CT) – Governor Daniel P. Malloy announced today that FEMA Disaster Recovery Centers (DRCs) will be opening in every county of the state – and two in New Haven County – on Thursday, September 8 to assist home owners and businesses affected by Tropical Storm Irene.

“I am urging any individual or business who has suffered losses or damages as a result of Tropical Storm Irene to visit a center and work with staff there to review what benefits to which they may be entitled,” said Governor Malloy. “These centers provide an opportunity to get answers to any questions you might have with regard to federal disaster assistance and assistance with application preparation.”

All of the Disaster Recovery Centers will open on Thursday, September 8 at noon. After Thursday, the regular hours will be Monday through Saturday from 9AM to 7PM and Sunday from 10AM to 3PM.

The Disaster Recovery Centers will be staffed with state and federal disaster recovery specialists, including representatives from the Small Business Administration, who will provide information and answer questions about disaster assistance programs.

Those with damage or losses as a result of the tropical storm are encouraged to register with FEMA before visiting the recovery center by either calling 800-621-FEMA (3362), going online at www.DisasterAssistance.gov, or by using any PDA device at m.fema.gov. For those with speech or hearing disabilities, the TTY number is 800-462-7585.

“Registering with FEMA is the first step in determining if you qualify for federal disaster assistance,” added Governor Malloy.

It is also important to note that residents who have already provided damage information to their towns, FEMA, state officials or 2-1-1 must still register with FEMA.

The Connecticut DRC locations include:

Fairfield County

Western Greenwich Civic Center
449 Pemberwick Road
Greenwich, CT

Hartford County

Tunxis Community College
271 Scott Swamp Road
Farmington, CT

Litchfield County

Torrington Fire Headquarters
111 Water Street
Torrington, CT

Middlesex County

Department of Police Services
6 Custom Drive
Old Saybrook, CT

New Haven County

Gateway Community College
88 Bassett Road
North Haven, CT

High Plains Community Center
525 Orange Center Road
Orange, CT

New London County

Groton Senior Center
102 Newtown Road
Groton, CT

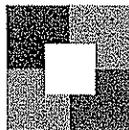
Tolland County

Community Center
10 South Eagleville Road
Storrs-Mansfield, CT 06268

Windham County

Quinebaug Valley Community College
742 Upper Maple St
Danielson, CT

###



S T O R R S
RETHINK MAIN STREET
C E N T E R

For Immediate Release

Storrs Center Partners Committed to Connecticut

August 22, 2011

(Mansfield, CT) -- Through the years of planning Storrs Center, master developer Storrs Center Alliance, LLC; a sister company of LeylandAlliance LLC of Tuxedo, New York, and co-developer of the first two phases of Storrs Center, Education Realty Trust, Inc. (EDR), have pledged their commitment to creating a successful town center to serve the citizens of Mansfield and the surrounding region as well as the University of Connecticut.

“The development team for Storrs Center is committed to utilizing local companies and services whenever possible,” says Howard Kaufman, Managing Partner of LeylandAlliance. “Over the years, we have demonstrated this commitment repeatedly, both in the selection of key development team consultants and by the considerable payments made to these Connecticut-based companies, helping to support the local and state economy. Our commitment to hiring locally continues now that Storrs Center is under construction.”

Erland Construction, Inc., the contractor selected to build Storrs Center, is equally committed. “Erland Construction made a commitment to the Storrs Center developers to use state and local workers and companies on the vast majority of this project. We opened our office in East Windsor in 2009 to be accessible to this audience. Erland has successfully lived up to this promise in our hiring of subcontractors and will continue this practice throughout construction duration,” said Chuck Vaciliou, Senior Vice President of Erland Construction. “Ninety percent of the dollar amount of construction contracts made to date has been to Connecticut-based companies, representing \$26 million of construction costs. In addition, many of our Connecticut and Massachusetts subcontractors are using Connecticut-based suppliers.”

Storrs Center construction contracts awarded to Connecticut companies through August 19, 2011 have included Harvey Building Products, Berlin; Tabacco & Sons Builders, Bristol; Shepard Steel Company, Hartford; Shawnlee Construction LLC, Naugatuck; Hart Mechanical, Inc., Glastonbury; Interstate Electrical Corporation, Bloomfield; Otis Elevator Company, East Hartford; F. Monarca Masonry, Middlefield; Shepardville Construction, Naugatuck; Allstate Interiors of CT, Shelton; Builders Concrete East, LLC, Windham; and Milton C. Beebe & Sons of Mansfield. Four of the project participants are certified Small Business Enterprises (“SBE”).

Erland Construction is an Equal Opportunity Employer. For Storrs Center, the company has focused on hiring Connecticut subcontractors and utilizing local labor, suppliers, equipment, and materials whenever possible. It is estimated that approximately 174 jobs will be created in Phases 1A and 1B. The company conducted extensive hiring outreach for the project and sponsored a job fair in May which was promoted locally by the company and the Mansfield Downtown Partnership. Another job fair is scheduled for Thursday, September 8 from 7 p.m. to 9 p.m. at the Mansfield Community Center. Storrs Center subcontractors will be participating.

Erland Construction is also committed to job safety and the company maintains a comprehensive safety program based on the continuous education of its employees.

“At Erland, we are committed to jobsite safety. We have an excellent track record and recently completed a strategic partnership agreement on a 115,000 square foot office project with the United States Department of Labor, Occupational Safety and Health Administration (OSHA) which achieved a Total Case Incident Rate that was about 32 percent better than the national average for Non-Residential Building Construction. We take pride in both our Safety Program and the excellent results of our partnership with OSHA,” states Vaciliou.

The company’s commitment to safety is formalized in its *Safety and Health Program* that demands a safe and healthy workplace for its employees, subcontractors, clients, and site visitors. Training and education include OSHA and industry-sponsored programs as well as Erland’s own weekly, mandatory onsite *Tool Box Talks* for subcontractors and employees. All Erland employees are required to attain OSHA 10-Hour Certification and the company regularly sponsors 10-Hour Safety Courses at its office. The OSHA 30-Hour Safety Course is encouraged for all employees and has been completed by the safety director and all field superintendents.

Storrs Center is an economic engine for the community. The project will support construction-related jobs at the project site on a temporary basis during the construction period. Construction workers will generate additional sales and activity for existing shops and retailers in the vicinity of the project area. Once operational, it is expected that the spill-over impacts of the project will also result in increased sales and activity for existing shops and restaurants adjacent to the project. At full build-out of Phases 1A and 1B of Storrs Center, the Town of Mansfield is expected to net approximately \$388,000 in tax revenue annually. The fiscal analysis can be found at www.mansfieldct.org/mdp. The Town's grand list will increase by four percent, and Storrs Center Alliance and EDR will become the Town's largest taxpayers.

Besides creating a wonderful, walkable environment for people to live, work and play, an important part of that success is helping to support the local and state economy as Storrs Center is built.

For more information about Storrs Center, please visit www.storrscenter.com. A complete listing of "*Frequently Asked Questions*" is posted on the site and updated regularly.

About LeylandAlliance LLC LeylandAlliance is a real estate development company focused on the creation of mixed-use highly sustainable neighborhoods founded upon the principles of New Urbanism. The company, based in Tuxedo, New York, develops neighborhoods that foster a sense of community, embrace tradition, and set new standards for innovative construction and environmental responsibility. For more information, please visit www.leylandalliance.com.

About Education Realty Trust Education Realty Trust, Inc. (NYSE:EDR) is one of America's largest owners, developers, and managers of collegiate housing. EDR is a self-administered and self-managed real estate investment trust that owns or manages 56 communities in 23 states. For more information, please visit the Company's web site at www.edrtrust.com.

About Erland Construction, Inc. Erland Construction, with offices in East Windsor, Connecticut and Burlington, Massachusetts, is the region's leading open shop construction management, program management, design/build, and general contracting firm. The company has the specialized expertise for new construction, additions, and renovations in major market sectors including academic, residential, commercial, and healthcare. For more information, please visit www.erland.com.

For More Information, Contact: **Cynthia van Zelm**, Executive Director
Mansfield Downtown Partnership, Inc.
860-429-2740 vanzelmca@mansfieldct.org

Monica Quigley, Vice President, Sales and Marketing
LeylandAlliance LLC
914-715-5576 mquigley@leylandalliance.com

PAGE
BREAK



AMERICANWARRIOR

Item #17

Contact: **Laura Fanelli**
Phone: (860) 543-0799
Email: laurafanelli@mac.com
Information: www.AmericanWarrior.us
EIN: 26-0758071

August 2011

Dear Mayor Patterson,

Congratulations! AmericanWarrior selected local WWII Heroes from your community to join the September 24th Day of Honor, which takes World War II veterans to see their memorials in Washington, D.C. before it's too late. They will be supported by local volunteers called Guardians for physical and psychological support.

Your veteran is:

Winthrop	S	Hawkins	Win	PO Box 7	Mansfield Ctr	CT	Tolland	(860) 423- 4269
----------	---	---------	-----	----------	------------------	----	---------	--------------------

We would appreciate your support with contacting the media and informing them of this final opportunity to say thank you. Secondly, we thought it might be nice as a local leader, for you to know who in your community will be participating so that you have an opportunity to recognize them for their service and commitment to our country.

One of the most popular and moving parts of each trip is "mail call". We get everyone settled on the flight home to Hartford and then hand out letters written by local school children. Each letter has been personalized so every veteran gets multiple letters with their name on it, written by a child thanking them for their service. If there are students in your community who would like to participate please let us know.

Please let us know if you need any further information from us or would like to become involved.

Thank you for your time and support of our World War II veterans.

Sincerely,

Laura Fanelli
Media Relations Director

PAGE
BREAK



United States Department of State
Connecticut Passport Agency
50 Washington Street
Norwalk, CT 06854-2710

August 19, 2011

Item #18

Elizabeth C. Patterson Manfield Mayor
4 South Eagleville Road
Mansfield , CT 06268

We cordially invite you to come join the U.S. Department of State in celebration of PASSPORT DAY in the USA 2011, a national passport acceptance and outreach event.

On Saturday, September 17, the Connecticut Passport Agency in Norwalk, CT is hosting a special event from 10:00am - 3:00pm to provide passport information to U.S. citizens and to accept passport applications. For this day only, appointments are not required for customers to apply directly at a regional passport agency. Additionally, regional passport agencies will only charge the \$60.00 expedited fee to customers requesting expedited service. Americans can be ready for the summer travel season by applying for their U.S. passport book or U.S. passport card during these extended Saturday hours.

U.S. citizens must present a valid passport book when entering or re-entering the United States by air. U.S. citizens entering the United States from Canada, Mexico, the Caribbean and Bermuda at land borders and sea ports of entry must present a passport book, passport card, or other travel documents approved by the U.S. government.

Information on the cost and how to apply for a U.S. passport is available at <http://www.travel.state.gov>. U.S. citizens may also obtain passport information by phone, in English and Spanish, by calling the National Passport Information Center toll-free at 1-877-487-2778.

Sincerely,

Heather B. McHugh

Heather B. McHugh
Customer Service Manager

Planning to travel outside of the United States?



First, plan to get your passport!

Will your next vacation or business trip take you outside of the United States? No matter where you go, a U.S. passport will get you back home.

To learn more about travel requirements for U.S. citizens or to apply for your U.S. passport please join us for...

Passport Day in the USA 2011

Saturday September 17th

Date: September 17, 2011
Time: 10:00 am until 3:00 pm
Place: Connecticut Passport Agency
50 Washington Street
Norwalk, CT, 06854

For passport information, fees, and forms, please visit Travel.State.Gov



August 3, 2011

Town Manager Matthew Hart
Beck Municipal Building
4 South Eagleville Rd.
Mansfield, CT 06268

Dear Town Manager Matthew Hart

As the Executive Director in the Connecticut Chapter office of The Leukemia & Lymphoma Society (LLS), I would like to request your assistance in an effort to increase awareness of, and ultimately a cure for, blood cancers.

Thousands of our fellow citizens and their families in Connecticut are afflicted with these diseases and our office provides hope and support for them through voluntary contributions that fund research and patient services.

LLS has designated September 2011 as Leukemia, Lymphoma & Myeloma Awareness Month and request that you use your executive authority to issue a proclamation that would complement this effort.

This designation would offer acknowledgement and support to patients and their families in our state and encourage participation in our activities to fund medical research and patient services.

Attached is a draft statement for your review and consideration. Please, however, adapt the intent of the language as appropriate to the format of your office.

In addition, I would like to extend to you an invitation to join us at any of our 2011 Light The Night Walks in Connecticut. Light The Night is a unique evening walk highlighted by its parade of flickering red, white, and gold balloons against the twilight sky. In the fall of 2011, five Light The Night Walks will take place in the State of Connecticut:

Saturday, September 24, 2011 at Newtown Youth Academy, Newtown
Saturday, October 1, 2011 at Lighthouse Point Park, New Haven
Wednesday, October 5, 2011 at Ocean Beach Park, New London
Thursday, October 6, 2011 at The Promenade Shops at Evergreen Walk, South Windsor
Friday, October 14, 2011 at Calf Pasture Beach, Norwalk

Please contact me directly for additional information or to RSVP to attend at (203) 665-1400.

On behalf of all the patients and families with blood cancer in our state, I would like to thank you for your consideration and support for this effort. If you have any comments or questions, please have your staff contact me.

Sincerely,



Jean Montano
The Leukemia & Lymphoma Society
Connecticut Chapter
(203) 665-1400

PROCLAMATION FORMAT

Resolution Recognizing September as Leukemia, Lymphoma & Myeloma Awareness Month

WHEREAS, blood cancers currently afflict more than 958,000 people in the United States, with an estimated 137,000 new cases diagnosed each year, and

WHEREAS, leukemia, lymphoma and myeloma will kill an estimated 54,000 people in the United States this year, and

WHEREAS, The Leukemia & Lymphoma Society (LLS), through voluntary contributions, is dedicated to finding cures for these diseases through research efforts and the support for those that suffer from them, and

WHEREAS, LLS maintains an office in Connecticut to support patients with these diseases and their family members in the State of Connecticut, and

WHEREAS, the State of Connecticut is similarly committed to the eradication of these diseases and supports the treatment of its citizens that suffer from them, and

WHEREAS, the State of Connecticut encourages private efforts to enhance research funding and education programs that address these diseases,

NOW THEREFORE BE IT RESOLVED, that the State of Connecticut joins with LLS in designating the month of September 2011 as Leukemia, Lymphoma & Myeloma Awareness Month to enhance the understanding of blood related cancers and to encourage participation in voluntary activities to support education programs and the funding of research programs to find a cure for them.