



At 7:00 p.m. in advance of the regular Council meeting, the Council will meet per CGS §1-200(2) to discuss strategy and negotiations with respect to collective bargaining for units represented by CSEA.

**TOWN OF MANSFIELD  
TOWN COUNCIL MEETING  
Monday, June 25, 2012  
COUNCIL CHAMBERS  
AUDREY P. BECK MUNICIPAL BUILDING  
7:30 p.m.**

**AGENDA**

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<b>CALL TO ORDER</b>	
<b>ROLL CALL</b>	
<b>APPROVAL OF MINUTES .....</b>	<b>1</b>
<b>PUBLIC HEARING</b>	
1. Neighborhood Assistance Act Programs (Item #1, 06-11-12 Agenda) (No attachment)	
<b>OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL</b>	
<b>REPORT OF THE TOWN MANAGER</b>	
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FUTURE AGENDAS

EXECUTIVE SESSION

ADJOURNMENT

SPECIAL MEETING – MANSFIELD TOWN COUNCIL

June 7, 2012

DRAFT

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

I. ROLL CALL

Present: Freudmann, Keane, Kochenburger, Moran, Paterson, Paulhus, Schaefer, Shapiro  
Excused: Ryan

II. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE COUNCIL

Nancy Tomastik, Maple Road, again urged the Council not to schedule the school budget referendum at the November election. (Statement attached)

Anthony Kotula, Maple Road, suggested deferring this major financial decision until the larger economy has stabilized. (Statement attached)

Ric Hossack, Middle Turnpike, agreed the referendum should not be held in conjunction with the November election and requested the Mansfield Middle School Project be separated.

June Krisch, Farmstead Drive, stated the project has been studied extensively by the Board of Education and the Council and the resulting recommendation is to build two new schools. Ms. Krisch thanked the Council for their diligence.

Eric Moyer, Stafford Road, has a daughter who goes to Vinton and stated he feels the present school siting situation is similar to having 3 satellite schools surrounding the Middle School. Mr. Moyer expressed concern that a decision to eliminate one of those schools would alienate a section of Town.

Peggy Beckett-Rinker, Hillside Circle, stated she trust the Council will make the right decision after reviewing all the facts and listening to the comments from the public. Ms. Beckett-Rinker thanked the Town Council and the Board of Education for their work for the community.

Dave Garvey, Jonathan Lane, expressed appreciation for the work of the Council and Board of Education and urged the Council to move forward with the two school option in order to secure the best future for our children.

Bill Caniera, Candide Lane, stated his support for the Vinton School site, noting that it is the hub for the families in the area. Mr. Caniera is torn between renovating the existing schools and the new schools.

Marie Cantino, Dog Lane, spoke in support of two new schools stating it will provide educational opportunities and it makes fiscal sense.

Carrie Silver-Berstein, Jonathan Lane, spoke in support of building two new schools noting this option will offer the best education for our children. Ms. Silver-Bernstein believes location is not as important as educational opportunities.

June 7, 2012

Brian Anderson, Ridge Road, stated he is a Goodwin School parent but is in favor of the best educational situation for all of Mansfield's children. Mr. Anderson is in favor of the two school option and believes it is a good time to build.

Randy Walkonis, Mansfield City Road, stated he is a proud Vinton parent but believes all the schools are good but there are problems with the existing schools. Mr. Walkonis stated the money saved by reducing redundant staff and energy savings from the three schools will be put to better use in the two new schools.

Caragh O'Brien, Oak Hill Road, spoke in favor of the two school option commenting our students are worth the reasonable projected cost. Ms. O'Brien urged the Council to move forward.

Jay Rueckl, a member of the Board of Education but speaking as an individual, distributed a handout listing the strengths of Town's schools, the sustainability of the educational budget and a cost comparison of the two vs. three school plans. (Handout attached)

Alison Hilding, Southwood Road, stated her belief that suggesting a senior center be located in one of the locations is pandering to a group of citizens and that recent information regarding additional hiring at UConn would impact school enrollment figures. Ms. Hilding believes the renovation options have not been fully explored and provided correspondence between architect Rick Lawrence and Paige Farnham of the Bureau of School Facilities. Ms. Hilding also provided information regarding referendum voting during elections. (Handouts attached)

Pat Suprenant, Gurleyville Road, asked the Town Council to consider the possible impact the hiring blitz at UConn, the development of the technology park and the building of the Storrs Center project might have on school enrollment figures.

Margaret Rubega, South Eagleville Road, requested the Council do what needs to be done for the students. The current buildings are old and will fail taking money away from educational uses. Ms. Rubega urged support for the two school project.

Holly Matthews, Storrs Heights, spoke about difficulty of change and timing. Ms. Matthews noted this proposed change is a deliberate intentional approach to the future and the timing is optimal given the current bonding rate.

Shamim Patwa, Greenfield Lane, thanked the Town Council for the time they have given to this project and urged them to forward the question to a referendum and let the citizens vote.

### III. SCHOOL BUILDING PROJECT

Director of Planning and Development Linda Painter reviewed the matrix she prepared using the criteria of the Sustainability Committee.

June 7, 2012

Mansfield School Superintendent Fred Baruzzi distributed and spoke to information regarding enrollment figures for the three schools. Superintendent Baruzzi discussed how the current students could be absorbed into two schools using the art, music and enrichment rooms and indicated that similar plans could be part of the new schools in the case of enrollments beyond the projected numbers. The proposed schools will have larger and consistently sized rooms.

Mr. Kochenburger moved the Town Council proceed with further review and public input on the conceptual project for the Town's elementary and middle schools consisting of:

1. The closure and demolition of the Annie Vinton and Dorothy Goodwin schools and the construction and equipping of a new elementary school on each of these sites, including if necessary or desirable to accommodate the new school design, the purchase of land adjacent to either of these sites, and related work and improvements;
2. Specific renovations to the Mansfield Middle School, including but not limited to roof and window replacements, installation of solar panels, and the replacement of modular classrooms, and related work and improvements; and
3. The closure of Southeast Elementary School, the future use of which is undetermined at this time.

This project shall be referred to the Planning and Zoning Commission for a report pursuant to Section 8-24 of the Connecticut General Statutes.

The motion was seconded by Mr. Shapiro.

Council members discussed the pros and cons of the two school option as offered. Discussions included the siting of the schools, the state reimbursement rate, bonding and construction costs, the physical condition of the schools, the holding of the referendum at the November election, enrollment projections, the current student/teacher ratio, the findings regarding schools in the current Plan of Conservation and Development, and the exploration of renovations options.

The motion passed with all in favor except Ms. Keane, Mr. Freudmann and Mr. Paulhus.

The next steps as suggested by Town Manager Matt Hart include referring the project to the Planning and Zoning Commission as stated in the motion; working with staff and legal counsel to prepare a purchase proposal for land near the Goodwin site for Council consideration; engaging in an informational program for the community and deciding on a referendum date.

The Council was in agreement with this plan.

#### IV. ADJOURNMENT

Mr. Paulhus moved and Mr. Shapiro seconded to adjourn the meeting at 9:35 p.m.

Elizabeth Paterson, Mayor

Mary Stanton, Town Clerk

June 7, 2012

Nancy Tomastik, Maple Road. Good evening, everyone.

I would again like to ask that you not schedule the school referendum during the presidential election in November. After all of the incredible amount of work that you and countless others have done on this extremely important Mansfield issue, we cannot chance leaving the outcome to the approximate 2,500 UConn students who are registered to vote. We can't take that chance - - that risk - - and give away our decision-making power.

I hope the majority of you are uncomfortable about having a transient population vote tipping the balance of the outcome on the future of our schools. On the other hand, I also understand that you're probably concerned about getting out the required 15% vote if you schedule the referendum other than during the presidential election. I realize that previous Mansfield referendums have occasionally failed for that reason. But let's not give up so easily on our residents. I've got some ideas that seem to be very do-able and that I humbly offer for your consideration:

My overall idea is that this school referendum would be the perfect issue in which to go all-out to make voters aware and to get-out the vote.

1) Signs and notices. Why not absolutely pepper the town with signs as reminders for folks to go to the polls? You could have Town staff make the signs and place them all over town - - along the roadsides, at the Community Center, the Senior Center, Town Hall and more. Give me a few signs, and I'll be glad to pound them into the ground along the road on our property. There's lots of traffic on Maple Road. Heck, I'll be glad to make my own signs & do it! And have notices posted on bulletin boards in all the town buildings and wherever else possible. Have a Town staff member create a snazzy notice and run it constantly on Channel 13. As far as I've seen, we've never had a big splash regarding a referendum. I bet that Matt Hart and his staff could make it happen.

2) Phone calls. Ask for volunteers to make phone calls to voters leading up to the referendum. Here and now, I volunteer to make calls. Just give me a list.

3) School involvement. In whatever ways appropriate, why couldn't the School Superintendent's office get involved? I know you don't control that office, but can't you have the Town Manager send a memo asking for their help? After all, it IS a school issue! To rev up parents even more than they probably already are, the schools could send home reminder notices to the parents to get out and vote. The extra bonus is that here's a real civic lesson for the children to see going on around them and on an issue that's exciting and personal - - their own school. Also the PTO's could ask for parent volunteers to help make phone calls.

4) Hire an airplane to fly over town with a big banner blowing in the breeze. (Okay, I went too far on that one.)

But the point is that the whole town needs to get fired up! You, our Town Council, can help make that happen! We all care about education and our schools! Therefore, let the regular townspeople decide.

Thank you.



My name is Anthony Kotula, I live at 135 Maple Road, Mansfield.

**I believe Mansfield should provide a proper education for the children.**

**We all can agree, investing thirty five million dollars requires a major financial decision.**

**Many, if not most, large businesses have deferred such a large financial decision until after the election.**

**Might I suggest the Council do likewise, and defer their decision until the state of the future economy has stabilized, hopefully, by next year.**

Handout: Town Council Meeting, June 7, 2012  
Jay Rueckl, South Eagleville Road, Board of Education Member

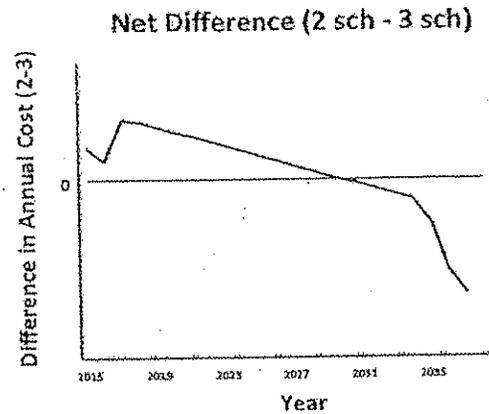
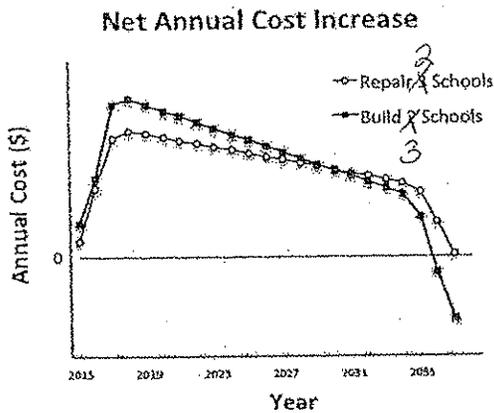
### Strengths of our school system

- Three elementary schools
- Small elementary schools
- Low student/teacher ratio
- Dedicated, professional staff
- Intensive remedial programs
- Extensive enrichment programs
- World language programs
- Music programs
- Arts programs
- Many extracurricular activities

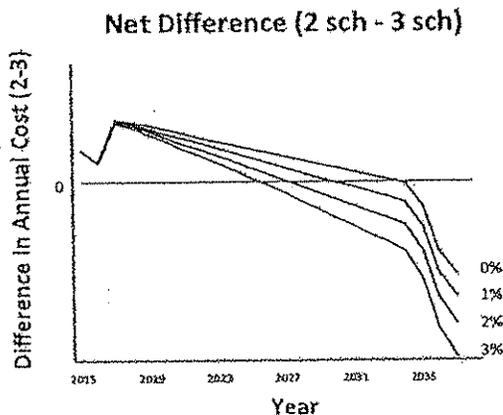
### Sustainability of educational budget (including impact on property taxes)

- Recent History
  - Flat budget for four years running (without lowering educational quality)
  - Achieved by:
    - Use of federal recovery money and reserve fund excesses
    - Minimizing salary increases
    - Deferred hiring and technology upgrades
    - Deferred building maintenance
- Costs
  - General inflation                      Affects both equally (ignoring maintenance costs)
  - Energy                                      Increases: Advantage 2-school
  - Wages                                        Increases: Advantage 2-schools
  - Health care                                Increases: Advantage 2-schools
  - Maintenance/building                  Necessary increases with either plan: Annual costs greater for 2-school plan initially, greater for 3-schools in long run
- Revenue
  - ECS formula                              Lower revenues, greater tax pressure for both plans
  - PILOT, etc                                 Lower revenues, greater tax pressure for both plans
  - Grand list                                 Increased revenues, reduced tax pressure for both plans
- State, Federal Policy
  - Education mandates                  Likely increase: No advantage to either plan
  - Building reimbursement              Likely: Unfriendly changes, advantage 2-schools  
Less likely: Friendly changes, advantage Plan A (provided higher reimbursement rate not offset by maintenance costs during delay)
- Enrollment
  - Increases                                  Can be accommodated given either plan
  - Decreases                                 With three schools, more difficult to maintain class size; large decrease would necessitate closing one school

## Cost comparison: 2- vs. 3-school plans



- Values change with assumptions, but form is constant
  - Short term: two-school option is more expensive due to greater construction costs
  - Long term: two-school option is less expensive due to greater operational savings (energy, personnel, maintenance)
  - Crossover point depends on building costs, savings, inflation, choices about debt service (reasonable assumptions: 12-20 years)
- Long-term advantage of two-school plan extends indefinitely
- Short-term cost increases are inevitable due to necessary maintenance costs—offsetting these costs within the education budget would result in unacceptable damage to our educational program
- Previous estimates of Maintenance/repair plan (Plan A) underestimated costs
  - Replace 'portable' classrooms; upgrades in informational technology
- Delays increase costs of both plans
- Peak costs can be manipulated (with a trade-off in total costs)
- Educational costs/benefits are not factored into the graph



# November Election Data 2000 - 2012

## Town of Mansfield

The chart below lists the total number of registered Mansfield voters for each year, the total number of voters who participated at the polls on election day, the total number of votes cast on referendum questions, and the percent these referendum votes represented of the total votes cast at each election. In other words, the percentage figure represents what percent of the participating voters cast a ballot on the referendum questions.

	Year	Registered Voters	Voted at Polls	Votes on Referendum	Percent of Voters at Polls Who Voted on Referendum
Presidential	2000	8,273	6,696	4,524	68%
	2001	No Data Available			
	2002	7,671	4,289	No Referendum	
	2003	No Data Available			
Presidential	(?) 2004	(?) 10,086	(?) 10,086	No Referendum	
	2005	9,702	2,561	2,219	87%
Joe Courtney	2006	10,430	6,275	5,740	91%
	2007	9,392	2,305	2,178	94%
Presidential	2008	13,050	10,217	9,595	94%
	2009	12,094	2,356	2,342	99%
	2010	11,943	5,785	5,285	91%
	2011	10,414	2,238	2,146	96%
Presidential	2012	9,974			

State of CT Constitutional Referendum only - eliminate or keep sherrifs

Submitted by Alison Holdings  
 6/11/12  
 -8-

**From:** Rick Lawrence [mailto:Rick@TheLawrenceAssociates.com]  
**Sent:** Friday, June 01, 2012 12:15 PM  
**To:** 'paige.farnham@ct.gov'  
**Subject:** Mansfield Schools Building Project

Paige:

You may recall during the meeting held at the BSF on December 28, 2011 the topic of "Renovate Like New" was discussed. I stated that we had looked into the basic criteria to meet the "Guidelines for Applying for Renovations Status" and found that all three elementary schools did not meet the requirements in Section 10-282 (18) of the C.G.S. part (C) which states "....not less than seventy-five per cent of the facility to be renovated is at least thirty years old." At that meeting I had completed the calculations but did not share them with those in attendance but would like to present them below:

School Name	Original Year Constructed	Original S.F.	1990 Addition	Total S. F.	Per cent of Building more than 30 yrs. old
Annie Vinton	1951	21,650	14,004	35,654	61%
D. Goodwin	1955	26,454	11,410	37,864	70%
Southeast	1955	21,390	11,886	33,276	64%

As you can see all three elementary schools have less than the minimum 75% of their area being more than the 30 year old requirement. In light of the Governor's initiative to allow districts to receive a potentially higher reimbursement rate if "Renovate Like New Status" is achieved, questions have been raised regarding the potential of receiving a "modification or waiver" of the 75% requirement to allow Mansfield to further pursue this option.

I am writing to ask the following questions:

- 1) Do you know if there have been school districts that received "modifications or exceptions" to this requirement, presumably arranged by special legislation?
- 2) If such special legislation were to be introduced, what would be the stance of the BSF?

Thank you for your time and anticipated response.

Rick

Richard S. Lawrence, AIA

Original: Mansfield Schools Building Project

**From:** Farnham, Paige  
**Sent:** Monday, June 04, 2012 2:54 PM  
**To:** 'Rick Lawrence'  
**Subject:** RE: Mansfield Schools Building Project

Rick – I cannot confirm your data below to our system at this time due to my own time constraints.  If your data is correct, then none of the listed schools would qualify for renovation status due to their failure to meet the 30 years and 75% criteria. In response to your questions:

1. A couple of districts have sought and obtained special legislation to remedy the 30 years and 75% criteria.
2. Historically BSF remains neutral with regard to most legislation. We are asked by the legislature to provide or quantify the costs to the state for all special legislation.

Paige

REGULAR MEETING – MANSFIELD TOWN COUNCIL  
June 11, 2012  
DRAFT

Deputy Mayor Antonia Moran called the regular meeting of the Mansfield Town Council to order at 7:30 p.m. in the Council Chamber of the Audrey P. Beck Building.

I. ROLL CALL

Present: Freudmann, Keane, Kochenburger, Moran, Paulhus, Ryan, Schaefer, Shapiro  
Excused: Paterson

II. APPROVAL OF MINUTES

Mr. Shapiro moved and Mr. Paulhus seconded to approve the minutes of the May 8, 2012 special meeting as presented. Motion passed with all in favor except Mr. Freudmann and Ms. Keane, who abstained. Mr. Schaefer moved and Mr. Paulhus seconded to approve the minutes of the May 17, 2012 special meeting as presented. The motion passed with all in favor except Mr. Freudmann who abstained. Mr. Shapiro moved and Mr. Paulhus seconded to approve the minutes of the May 29, 2012 regular meeting as presented. The motion passed with all in favor except Mr. Freudmann and Mr. Ryan, who abstained. Mr. Paulhus moved and Mr. Schaefer seconded to approve the minutes of the May 31, 2012 special meeting as amended by the Clerk. Motion passed with all in favor except Mr. Ryan who abstained.

III. PUBLIC HEARING

1. Neighborhood Assistance Act Programs

Town Manager Matt Hart requested the Council continue the public hearing through June 25, 2012 in order to allow sufficient time for nonprofit agencies to apply for projects under this program. Director of Parks and Recreation Curt Vincente and Parks Coordinator Jennifer Kaufman explained the program and highlighted the four projects currently under consideration. The Town Council will need to approve the projects by July 2, 2012 and apply to the State by October 1, 2012.

No other comments were offered. The hearing remains open.

IV. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

Ric Hossack, Middle Turnpike, expressed his view that the proposed Right to Farm Ordinance is selective and elitist and the acquisition grant for the Laguardia property is ridiculous as the Town already owns too much property.

Alison Hilding, Southwood Road, distributed a corrected copy of a previously submitted chart showing referenda voting in November elections. (Revision attached) Ms. Hilding expressed her support for the construction of a sidewalk on the north side of North Eagleville Road between Northwood Road and Hunting Lodge Road and urged that it be continued past Northwood to Southwood Road. Ms. Hilding requested both the Council and members of the public be allowed to ask questions at the scheduled water forum.

Howard Raphaelson, Timber Drive, read a statement regarding public participation at Town Meetings and referenda. (Statement attached).

Betty Wassmundt, Old Turnpike Road, requested additional data regarding the impact of the proposed municipal tax incentives for farms and objected to the proposed revenue clerk position stating that it was her belief the new computer system would make less work in the Assessor's and Collector's offices.

V. REPORT OF THE TOWN MANAGER

The Town Manager presented his written report.

VI. REPORTS AND COMMENTS OF COUNCIL MEMBERS

Ms. Keane reported Council members received an email which stated the May 14, 2012 Town Council minutes were not posted on the website. Staff will check.  
Deputy Mayor Moran attended a ribbon cutting ceremony for the Reflection Hair Salon on Route 44.

## VII. OLD BUSINESS

### 2. Storrs Center Update

The Town Manager reported demolition of the Phil's building and the garage has been completed; Phase 1B is underway; the construction of the garage is basically on schedule and a new candy shop has been signed as a tenant. Additionally, the Arts Advisory Commission has expressed some interest in space in Phase 1A. Work to develop an equitable solution regarding the parking garage overruns is continuing and will be the subject of an executive session later this evening.

In response to a question from Councilor Freudmann, the Town Manager will schedule a discussion of the Town's in-kind service participation in the public improvement portion of the project including the amount of money being spent.

The Town Manager will provide an update for the Council on the final environmental report concerning the Store 24 Plaza as soon as it is available.

Mr. Kochenburger requested the Downtown Partnership website list the status of the expected opening dates of the businesses.

### 3. Right to Farm Ordinance and Municipal Tax Incentives for Farms

Mr. Schaefer moved, to schedule a public hearing for 7:30 PM at the Town Council's regular meeting on July 23, 2012, to solicit public comment regarding the following ordinances:

- An Ordinance Regarding the Right to Farm
- An Ordinance Regarding Farm Tax Abatements
- An Ordinance Providing an Additional Property Tax Exemption for Farm Machinery
- An Ordinance Providing a Property Tax Exemption for Farm Buildings

Council members discussed whether a PZC review would be beneficial; the effect the ordinance might have on enforcement of the nuisance ordinance; the breakdown of the projected \$23,000 tax abatement total from the Assessor; the effect the ordinance might have on existing and future farming operations in Town and the allotment of time for citizens who wish to comment at the public hearing.

Mr. Shapiro moved to call the question. Seconded by Mr. Paulhus the motion passed with all in favor except Mr. Freudmann. The motion passed.

The motion to approve the motion passed with all in favor except Mr. Freudmann.

### 4. Community Water and Wastewater Issues

Matt Hart discussed UConn's plans to amend the EIE to include a proposal from the MDC to provide water to the University and Town. A public scoping meeting will be held on June 21, 2012 in the Council Chamber at 5:30 p.m. Testing reports from local possible well fields indicated a less than anticipated yield.

## VIII. NEW BUSINESS

### 5. CT DEEP Open Space and Watershed Acquisition Grant – Laguardia Property

Mr. Schaefer moved and Mr. Paulhus seconded, to refer the proposed acquisition of the 18.7 acre LaGuardia property to the Planning and Zoning Commission for review under Connecticut General Statutes§8-24.

The motion to approve the motion passed with all in favor except Mr. Freudmann.

### 6. Capital Improvement Program Closeouts/Adjustments

Mr. Ryan, Chair of the Finance Committee, moved effective June 11, 2012, to approve the adjustments to the Capital Projects fund as presented by the Director of Finance in her correspondence dated June 6, 2012.

In response to questions, Town Manager Matt Hart and Finance Director clarified the \$3,000,000 adjustment to the Capital Projects Fund for the Leyland/EDR infrastructure project.

The motion passed unanimously.

7. Classification – Revenue Clerk

Mr. Shapiro, for the Personnel Committee, moved effective June 11, 2012 to create the classification of Revenue Clerk and set the pay grade for the position at grade 6, salary range of \$16.90/hr - \$20.27/hr of the town administrators pay plan.

The motion passed unanimously.

8. Independence Day Ceremonial Presentation Planning Subcommittee

Mr. Kochenburger (Chair), Ms. Moran and Ms. Keane agreed to serve on the Independence Day Ceremonial Presentation Planning Subcommittee. The event will be held prior to the meeting on July 9, 2012.

IX. DEPARTMENTAL AND COMMITTEE REPORTS

No comments offered

X. REPORTS OF COUNCIL COMMITTEES

Mr. Kochenburger, Chair of the Committee on Committees recommended the appointment of Roberta Coughlin as an alternate on the Open Space Committee.

The motion passed unanimously.

The Committee also recommended a Freedom of Information Session be offered following each municipal election.

Mr. Ryan, Chair of the Finance Committee, reported the Committee has been discussing using the 1% bonding opportunity as authorized in the Charter to further the Four Corners water and sewer project. They have also been discussing a policy regarding investment strategies.

Ms. Moran, Chair of the Personnel Committee, reported proposed changes to the Town Managers evaluation process will make it significantly easier and straightforward.

XI. PETITIONS, REQUESTS AND COMMUNICATONS

9. Willowbrook Road Association (5/24/12)

10. L. Hultgren re: Residents along North Eagleville Road between Hunting Lodge Road & Northwood Road

11. Legal Notice: Action Repealing and Replacing the Ethics Ordinance with Adoption of a Revised Ethics Ordinance (Code of Ethics)

12. State of Connecticut Senate Bill No. 218 Public Act No. 12-73: An Act Concerning Polling Places for Primaries, Registrars of Voters, Registry Lists, Voting District Maps, Election Returns and Supervised Absentee Voting at Institutions

13. National Society United States Daughters of 1812

14. Ten Fundamental Principles of Smart School Siting

XII. FUTURE AGENDA

No items were suggested.

Mr. Shapiro moved and Mr. Paulhus to move into executive session to discuss strategy and negotiations with respect to pending claims and litigation, in accordance with CGS§1-200(6)(B) and sale or purchase of real property, in accordance with CGS§1-200(6)(D) and to include the Town Manager Matt Hart.

XIII. EXECUTIVE SESSION

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

Present: Freudmann, Keane, Kochenburger, Moran, Paulhus, Ryan, Schaefer, Shapiro  
Also Present: Town Manager Matt Hart

Sale or purchase of real property, in accordance with CGS§1-200(6)(D)

Present: Freudmann, Keane, Kochenburger, Moran, Paulhus, Ryan, Schaefer, Shapiro

Also Present: Town Manager Matt Hart

XIV. ADJOURNMENT

The Council reconvened in regular session. Mr. Kochenburger moved and Mr. Schaefer seconded to adjourn.

Antonia Moran, Deputy Mayor

Mary Stanton, Town Clerk

Howard A Raphaelson  
119 Timber Drive  
Storrs, CT 06268

June 11, 2012

Mansfield Town Council

Neither the Town Meeting nor a referendum solves the problem of properly representing the attitudes and intentions of a majority of our voters.

As some of you know, I am interested in the quality of life in Mansfield and have spoken to this body on a number of occasions. Over the years I have also spoken to a number of our citizens. Those who are involved in some way with town government have a good understanding of the connection between taxes and services, and know the process of drafting and passing a budget. In nearly every case, those who are not and have not been involved, have little understanding and less interest in the process. Generally, they like the way the town operates and expect that if they *continue to ignore it*, things will be the same as they have always been.

So far, they have been right. This could change of course, if a majority of the small voter turnout – either at the town meeting or at a referendum – takes action that results in change. If this is not the desire of the majority of our citizens, such a result would be contrary to our democratic process.

I do not have an answer. The town meeting gives a valuable opportunity to hear not only opinions, but the reasoning that led to them. The referendum is available to more people with less effort but is without an exchange of information and views. In the past, neither has attracted enough voters to give any assurance that it is a majority conclusion

# November Election Data 2000 - 2012

## Town of Mansfield

The chart below lists the total number of registered Mansfield voters for each year, the total number of voters who participated at the polls on election day, the total number of votes cast on referendum questions, and the percent these referendum votes represented of the total votes cast at each election. In other words, the percentage figure represents what percent of the participating voters cast a ballot on the referendum questions.

	Year	Registered Voters	Voted at Polls	Votes on Referendum	Percent of Voters at Polls Who Voted on Referendum
Presidential	2000	8,273	6,696	4,524	68%
	2001	No Data Available			
	2002	7,671	4,289	No Referendum	
	2003	No Data Available			
Presidential	2004	10,086	7,891	No Referendum	
	2005	9,702	2,561	2,219	87%
Joe Courtney	2006	10,430	6,275	5,740	91%
	2007	9,392	2,305	2,178	94%
Presidential	2008	13,050	10,217	9,595	94%
	2009	12,094	2,356	2,342	99%
	2010	11,943	5,785	5,285	91%
	2011	10,414	2,238	2,146	96%
Presidential	2012	9,974			

State of CT Constitutional Referendum only - eliminate or keep sherriffs

*A. H. Waring  
6/11/2012 - revised*

*A. H. Waring  
revised  
6/11/2012*



**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** Matt Hart, Town Manager *MWH*  
**CC:** Maria Capriola, Assistant to Town Manager; Linda Painter, Director of Planning and Development; Jennifer Kaufman, Parks Coordinator; Curt Vincente, Director of Parks and Recreation; Jessie Neborsky, Community Development Assistant  
**Date:** June 25, 2012  
**Re:** Neighborhood Assistance Act Programs

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**Subject Matter/Background**

The Connecticut Department of Revenue Services (DRS) has issued a solicitation for program applications for the 2012 Neighborhood Assistance Act Program. This program provides funding through a corporate tax credit to businesses that make a financial contribution to support an eligible community program conducted by either a municipal government or a tax exempt agency. In order to be eligible to receive funding, the community program must be approved by both the municipal government and the DRS. The amount of the tax credit is determined by the type of project in which the business invests. The minimum investment required is \$250; the maximum investment for a business in any calendar year is \$150,000.

**Eligible Programs**

The following types of projects and community programs would be eligible for funding through the Neighborhood Assistance Act:

- *Energy Conservation Projects* (tax credit equivalent to 100% of cash invested) including projects to promote energy conservation that are directed toward properties occupied by low-income persons or properties owned or occupied by charitable organizations, foundations, trusts or other entities.
- *Community Programs* (tax credit equivalent to 60% of cash invested) including programs that provide community-based alcoholism prevention or treatment programs; neighborhood assistance; job training; education; community services; crime prevention; construction or rehabilitation of dwelling units for families of low and moderate income; funding for open space acquisitions; child day care facilities (must be primarily for children of employees of the sponsoring business); and any other program that serves persons at least 75% of whom are at an income level not exceeding 150% of the poverty level for the preceding year.

Proposed Projects

Based on the description of qualified programs, staff has initially identified several projects for which the Town could seek funding through this program. Pursuant to program guidelines, we are required to hold a public hearing regarding proposed program applications and the Town Council must vote to approve the programs prior to application. Additional projects could be identified through the public hearing.

On June 11, 2012, the Council opened the public hearing to receive comments on potential projects. The following table identifies potential projects, the estimated cost of each project, and source of other funds that would be needed to supplement any Neighborhood Assistance Act funds received. A description of each project can be found in an attachment to this memo.

Project	Neighborhood Assistance Act	Other Funds	Total Estimated Cost
Water Harvesting at Mansfield Community Center	\$145,000	--	\$145,000
Mansfield Community Center Playground	\$125,000		\$125,000
Sunny Acres Park Improvements	\$125,000	private fundraising	\$125,000
Open Space Acquisition/Stewardship	\$50,000		\$50,000
ADA Improvements (Library and MCC)	\$25,000	--	\$25,000
South Eagleville Walkway	\$150,000	\$300,000 (CIP)	\$450,000
Energy Efficiency Program for Low-Moderate Income Homeowners	\$50,000	--	\$50,000

In addition to the projects noted above, staff sent a notice to local non-profit organizations advising them of the program and informing them that there would be an opportunity to present their project ideas at the June 25, 2012 continuation of the public hearing. As of the date of this memo, staff had not received any questions regarding the program and opportunity to apply.

Timeline/Next Steps

Applications for municipal programs must be submitted to the Department of Revenue Services by July 2, 2012 and the DRS will issue a list of approved programs by September 1, 2012. Businesses interested in funding any of the approved programs must submit a Neighborhood Assistance Business Act Application to the Department of Revenue Services between September 15 and October 1, 2012.

After the Council approves a list of projects for submission to the Division of Revenue Services, staff will prepare a letter to local businesses providing an

overview of the program, the list of projects and information on the tax credit program. While the official list of approved projects may not be posted until September 1<sup>st</sup>, our solicitation letter will be mailed out in advance with the goal of generating interest prior to the official DRS announcement. Once the Town receives the official list of approved projects from the DRS, we will send a reminder notice out to interested businesses with the application form, more detailed instructions and the deadline for applying for tax credits.

### **Financial Impact**

The financial impact would depend on the program and the level of sponsorship received. Certain projects such as open space acquisition/stewardship and the energy efficiency program for low to moderate income homeowners could be funded solely with contributions received through the Neighborhood Assistance Act, even if the contributions do not reach the requested funding levels. Others, such as the water harvesting project, Sunny Acres park improvements, South Eagleville walkway and the community playground at the MCC would require supplemental funds from other sources to complete. If full funding is not provided through business sponsorships or other funds, the projects may need to be phased or postponed.

### **Legal Review**

No legal review is required at this time.

### **Recommendation**

Staff recommends that the Council approved the projects described in this application. If additional projects are proposed by local non-profit organizations at the public hearing, the Council may want to approve those proposals as well.

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

*Move, to approve the following projects for submission to the Division of Revenue Services for inclusion in the 2012 Neighborhood Assistance Act Program: water harvesting project at the Mansfield Community Center; community playground at the Mansfield Community Center; Sunny Acres Park improvements; open space acquisition and stewardship; ADA improvements to the Mansfield Community Center and Mansfield Public Library; the South Eagleville Walkway; and the energy efficiency/water conservation program for low and moderate income homeowners.*

*In accordance with this approval, the Town Manager is hereby authorized to submit applications for the above-referenced Town-sponsored projects.*

### **Attachments**

- 1) Proposed Project Descriptions
- 2) Neighborhood Assistance Act Program Proposal (Form NAA-01)

## **Neighborhood Assistance Act Proposed Projects**

### **Water Harvesting at Mansfield Community Center**

This project includes installation of a system to collect, filter, store, and re-use rainwater from building roof areas. This project will make the facility more sustainable by reducing or eliminating the need for water from the local water supply system (UConn water system managed by Connecticut Water). Based on conversations with the Department of Revenue Services, we believe this project could qualify for the 100% tax credit for energy conservation programs.

### **Playground Construction at Mansfield Community Center**

The proposed community playground will be centrally located near downtown, Town Hall and the Community Center, and provide an accessible playscape for kids and families of all ages and abilities. The playground will be designed and built from raw materials to reflect our unique community, and will use volunteer labor during construction.

### **Improvements to Sunny Acres Park**

Sunny Acres Park is located in a densely populated area of southern Mansfield. It is the only town-owned active recreation area in this portion of Town and serves moderate to low income residents. The project would include: replacing and relocating the existing playscape; repairing the tennis court surface and replacing the tennis court fence; repairing the basketball court surface and replacing basketball hoops; and designing and installing a new parking area.

### **Open Space Acquisition and Stewardship**

Since the 1970's, Mansfield's Open Space Preservation Program has achieved a number of the land conservation goals set out in the Town's Plan of Conservation and Development (POCD). As the Town grows, the need for keeping a balance between developed areas and natural areas will require continued attention. The ability to use neighborhood assistant Act program funds for acquisition and stewardship would enable the town to achieve more goals outlined in the recently approved Open Space Action Plan jointly developed by the Open Space Preservation Committee, Agriculture Committee, Parks Advisory Committee, and the Conservation Commission.

### **ADA Improvements to Community Facilities**

These projects would include installation of an accessible door opener at the Mansfield Community Center between the accessible changing room and the pool and installation of accessible door openers, an exterior ramp and ADA compliant grab bars and sinks at the Mansfield Public Library.

### **South Eagleville Walkway**

This project would provide the missing link for pedestrians between Maple Road and Separatist Road; thus providing an important connection between the Senior Center, Wright's Village and the services and amenities located downtown, including the Community Center, Post Office and Town Hall.

### **Energy Efficiency Program for Low-Moderate Income Homeowners**

This project would fund energy efficiency improvements as part of the Town's existing housing rehabilitation program to help reduce energy costs for low and moderate income homeowners. For example, while the housing rehabilitation program will fund replacement of water heaters, it does not fund more energy efficient models such as tankless water heaters. The funds from the Neighborhood Assistance Act would be used to supplement the housing rehabilitation funds to upgrade equipment and materials to more energy efficient models, up to an additional \$10,000 per home. Of the additional funds invested, 50% would be a deferred 0% interest loan, and up to 50% would be forgivable at a rate of 10% for each year the homeowner continues to own and live in the home. As an energy efficiency project, this program would qualify for a 100% tax credit.

## Neighborhood Assistance Act Program Tax Credit

### Description and Applicable Taxes

A tax credit under the Neighborhood Assistance Act (NAA) tax credit program may be earned by business firms that make cash investments of at least \$250 to certain community programs. The cash investments must be made in a community program that is proposed and conducted by a tax exempt or a municipal agency and must be approved both by the municipality in which the program is conducted and the Department of Revenue Services (DRS).

Business firms may apply this tax credit against the taxes imposed under Chapters 207, 208, 209, 210, 211, or 212 of the Connecticut General Statutes.

### Definitions

**Business firm** means any business entity authorized to do business in Connecticut and subject to the taxes imposed under Chapters 207, 208, 209, 210, 211, 212, or 213a of the Connecticut General Statutes. For purposes of a business entity subject to the provisions of Chapter 213a of the Connecticut General Statutes, the tax credit earned by such entity may be used by the members or partners of such entity that are subject to tax under Chapter 208 of the Connecticut General Statutes.

**Child day care facilities services** mean the planning, site preparation, construction, renovation, or acquisition of facilities for purposes of establishing a child care facility to be used primarily by the children of such business firm's employees. It also includes equipment installed in the facility, including kitchen appliances, to the extent that the equipment or appliances are necessary in the use of the facility for purposes of child day care. The facility must be properly licensed and operated without profit.

**Community services** is any type of counseling and advice, emergency assistance, or medical care furnished to individuals or groups in the state.

**Open space acquisition fund** means a fund of any political subdivision of the state or any nonprofit land conservation organization that is used for the purchase of land, interest in land, or permanent conservation restriction on land which is to be permanently preserved as protected open space.

**Education** is any type of scholastic instruction or scholarship assistance to any person who resides in the state that enables such person to prepare for better opportunities, including teaching services donated according to §10-21c of the Connecticut General Statutes.

**Energy conservation projects** are projects to promote energy conservation that are directed toward properties occupied by low-income persons or properties owned or occupied by charitable corporations, foundations, trust, or other entities. These projects include but are not limited to energy conserving modification or replacement of windows and doors; caulking and weatherstripping; insulation; automatic energy control systems; hot water systems; equipment required to operate variable steam, hydraulic, and ventilating systems; replacement of burners, furnaces, or boilers; electrical or mechanical furnace ignition systems; or replacement or modification of lighting fixtures.

**Families of low and moderate income** mean families meeting the criteria for designation as families of low and moderate income established by the Department of Economic and Community Development under section 8-39(f) of the Connecticut General Statutes.

**Job training** means any type of instruction to any person who resides in the state that enables the person to acquire vocational skills to become employable or seek a higher grade of employment.

**Neighborhood** means any specific geographic area, urban, interurban, suburban, or rural, which is experiencing problems endangering its existence as a viable and stable neighborhood.

**Neighborhood assistance** means the furnishing of financial assistance, labor, materials, or technical advice to aid in the physical improvement or rehabilitation of all or any part of a neighborhood.

### Tax Credit Amount

A tax credit equal to 100% of the cash invested is available to business firms that invest in *energy conservation projects*.

A tax credit equal to 60% of the cash invested is available to business firms that invest in programs that provide: community-based alcoholism prevention or treatment programs; neighborhood assistance; job training; education; community services; crime prevention; construction or rehabilitation of dwelling units for families of low and moderate income in the state; funding for open space acquisitions; child day care facilities; child care services; and any other program which serves persons at least 75% of whom are at an income level not exceeding 150% of the poverty level for the preceding year.

The NAA tax credit program has several statutory limits which must be observed, including the following:

- The total tax credits under the NAA tax credit program are limited to \$150,000 annually for each business firm. The tax credit for investments in child care facilities may not exceed \$50,000 per income year for each business firm.

- The minimum contribution on which a tax credit can be granted is \$250.
- Any organization conducting a program or programs eligible to receive contributions under the NAA tax credit program is limited to receiving an aggregate of \$150,000 of funding for any program or programs for any fiscal year.
- The total amount of all tax credits allowed has a \$5 million cap which, if exceeded, results in proration of approved tax credits among the approved organizations.
- No business firm will receive both the NAA tax credit and the Housing Program Contribution tax credit for the same cash contribution.
- No business firm may claim the tax credit for investments in child care facilities in an income year that the business firm claims the Human Capital Investment tax credit.

### Carryforward and Carryback Limitations

No carryforward is allowed. Any tax credit that is not taken in the income year in which the investment was made may be carried back to the two immediately preceding income years (beginning with the earlier of the two years).

### How to Apply

Tax-exempt entities and municipal agencies desiring to obtain benefits under the NAA tax credit program must complete **Form NAA-01**, *Connecticut Neighborhood Assistance Act Program Proposal*, Parts I, II, and III and submit the form to the municipal agency overseeing the implementation of the proposal. The overseeing municipal agency then completes Part IV of Form NAA-01 and submits the form to DRS on or before **July 1** of each year. Prior to submitting Form NAA-01 to DRS, each municipality must hold a public hearing on all program applications. The governing body of the municipality must vote to approve the programs. Copies of the public hearing notice and minutes of the meeting approving the programs must be submitted by the municipality with the program proposals on or before July 1 of each year.

Business firms that wish to make a cash contribution to a qualified community program can obtain a list of approved programs by September 1 of each year. The business firms are required to complete **Form NAA-02**, *Neighborhood Assistance Act Business Application*, and mail or hand deliver the form to DRS between **September 15** and **October 1** of each year. No facsimiles are accepted.

### How to Claim the Tax Credit

DRS issues a Neighborhood Assistance Act program approval letter to business firms that make qualifying contributions. The letter indicates the tax credit amount that may be claimed on the Connecticut Corporation Business Tax Return. The tax credit amount must be entered on **Form CT-1120K**, *Business Tax Credit Summary*, and/or **Form CT-207K**, *Insurance/Health Care Tax Credit Schedule*.

### Where to Get Additional Information

Direct inquiries to:

Connecticut Department of Revenue Services  
 Neighborhood Assistance Act Program  
 Attn: Research Unit  
 25 Sigourney St Ste 2  
 Hartford CT 06106  
 860-297-5687  
[www.ct.gov/DRS](http://www.ct.gov/DRS)

### Statutory and Regulatory References

Conn. Gen. Stat. §§12-631 through 12-638



Please check the appropriate description of your program:

- Job training/education for unemployed persons aged 50 or over;
- Job training/education for disabled persons;
- Program serving low-income persons;
- Energy conservation;
- Child care services;
- Open space acquisition fund; or
- Other: Specify \_\_\_\_\_

**Part II — Program Information**

Description of program: \_\_\_\_\_

Need for program: \_\_\_\_\_

Neighborhood area to be served: \_\_\_\_\_  
\_\_\_\_\_

Total number of recipients: \_\_\_\_\_

**Administration of Program:**

Identify every person or organization involved in the implementation and administration of the program. Use additional sheets if necessary.

1. Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Duties and responsibilities: \_\_\_\_\_  
\_\_\_\_\_

2. Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Duties and responsibilities: \_\_\_\_\_  
\_\_\_\_\_





## **2012 Connecticut Neighborhood Assistance Act (NAA) Program Proposal Instructions**

Complete all items on **Form NAA-01, 2012 Connecticut Neighborhood Assistance Act (NAA) Program Proposal**. Incomplete applications will **not** be accepted. Direct inquiries to Department of Revenue Services (DRS), Neighborhood Assistance Act Program, Attn: Research Unit, 25 Sigourney St Ste 2, Hartford CT 06106, or call **860-297-5687**.

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### **Part I General Information**

Enter the name of the tax exempt organization or municipal agency, address, Federal Employer Identification Number, and email address.

**Program Title:** Assign a unique program title to each program for which your organization is making an application.

**Federal Form 990:** Attach a copy of the first page of your organization's most recent federal Form 990 or Form 990EZ. If your organization is not required to file either Form 990 or Form 990EZ, attach a copy of the determination letter from the Internal Revenue Service.

### **Part II Program Information**

**Description of Program:** Describe the program, including information about how the program will operate, its benefit to the community, how recipients will be selected, and any measures used to determine the program's impact on the community.

**Need for Program:** Demonstrate a need for this program. For example, provide relevant statistics.

**Neighborhood Area to Be Served:** Describe the neighborhood or municipality this program will serve.

**Total Number of Recipients:** Provide an estimate of the number of recipients this program will serve.

**Administration of Program:** Identify the name and address of every person or organization involved in the implementation and administration of this program. Use additional sheets if necessary.

**Timetable:** Indicate the starting and ending dates of the program. Any program receiving \$25,000 or more in NAA funding is required to provide a post-project review to the municipality overseeing the program.

### **Part III Financial Information**

Each program proposal must include a program budget that includes all sources of funding and all anticipated expenditures. The information provided in the budget may be used during a post-project audit.

**Sources of Revenue:** The budget must include the requested NAA funding and any other anticipated revenue sources.

**NAA Funding Requested:** Indicate the total amount your organization is requesting for its program. This amount may not exceed the total proposed expenditures. Please note that the minimum NAA funding is \$250, with a maximum funding of \$150,000 per organization or agency per year.

**Other Funding Sources:** Provide a detailed description(s) and the amount(s) of all funding sources.

**Proposed Program Expenditures:** The budget must include a detailed description and the amount of all direct operating and administrative expenditures.

**Expenditures must equal or exceed total funding.**

**Direct Operating Expenses:** Expenses include materials, equipment, wages, salaries, tuition fees, sub-contracting services, and any other expenses needed to administer the program.

### **Part IV Municipal Information**

This part is to be completed by the municipal agency overseeing implementation of the program.

**Municipal Liaison:** The municipality must designate an individual to serve as a liaison with DRS for all NAA matters.

**Post-Project Review:** Any program receiving \$25,000 or more in NAA funding is required to provide a post-project review to the municipality overseeing the program.



**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** Matt Hart, Town Manager *MH*  
**CC:** Maria Capriola, Assistant to Town Manager; Curt Vincente, Director of Parks & Recreation; Kevin Grunwald, Director of Human Services; Linda Painter, Director of Planning & Development  
**Date:** June 25, 2012  
**Re:** Mansfield Community Playground

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**Subject Matter/Background**

The Mansfield Advocates for Children (MAC) has undertaken an initiative to build a community playground to improve community connectedness and to enhance opportunities for physical activity for young children. Sara Anderson, a member of MAC, has agreed to head a committee charged with building the playground, and the committee has been meeting since February of 2011. The committee has selected Leathers & Associates as a playground design firm to assist in this project. MAC's goal for the project is not just to build a playground, but to help build our community. Hundreds of volunteers of all ages and abilities will be needed to advertise, to fundraise and to construct this playground. This experience is designed to bring our community together and to build lasting relationships.

The committee initially explored space for the playground at the Storrs Downtown site. When this site was determined not practical, the group turned to Parks and Recreation staff to discuss the possibility of locating the playground next to the Mansfield Community Center. Staff has proposed some options near the Community Center, which include land currently under the Town's control as well as university property adjacent to the site. Since there are other site amenities that are desired on the site in the future, Parks and Recreation staff hired a UConn Landscape Architecture graduate student to develop proposed site designs and layout options.

At the December 12, 2011 Town Council meeting, Ms. Anderson gave a brief presentation on the Committee's work up to that point. At the May 14, 2012 Town Council meeting, staff presented updated information and recommended an 8-24 referral to the Planning and Zoning Commission. The PZC has since discussed this item at its regular meeting of May 21, 2012 and confirmed that this proposal is consistent with the Plan of Conservation and Development. (However, the PZC notes that the final location and design of the playground

would require a modification to the community center's special permit.) Staff has attached the PZC's approval motion as well as an aerial photo of the possible use of adjacent UConn land and a proposed, initial site design. I have conducted preliminary discussions with University officials about cooperating with the Town on this project.

### **Financial Impact**

Utilizing funds from the Town's Discovery grant, MAC has paid a retainer to Leathers & Associates to begin the community planning process. One of MAC's goals is for the materials and the playground construction to be fully funded by donations. With respect to the site work, the playground committee plans to recruit a local contractor to volunteer to prepare the site and to utilize Town public works forces to assist the contractor as needed and as time permits. The committee is actively seeking local contractors who may be able to assist with this effort. Upon completion of the project, staff anticipates that annual maintenance would total approximately \$1,500 for inspections, equipment repair and surface replenishment. We have expended \$1,200 from a landscaping project account to pay the UConn Landscape Architecture graduate student to prepare the initial site designs.

### **Recommendation**

The Mansfield Community Playground Committee would need Council authorization to locate the project on Town property and/or to expend municipal funds to acquire or access the adjacent UConn site. At this point, the Committee and staff are seeking Town Council endorsement of the Community Center site and the preferred location for the new playground. Therefore, the following motion is in order:

*Move, effective June 25, 2012, to endorse the Mansfield Community Center site as the preferred location for the new Mansfield Community Playground.*

### **Attachments**

- 1) PZC: 8-24 referral; Mansfield Community Playground
- 2) Aerial Photo - Possible Use of UConn Land Adjacent to Mansfield Community Center.
- 3) Initial Site Design - Mansfield Community Playground, draft 1/24/12



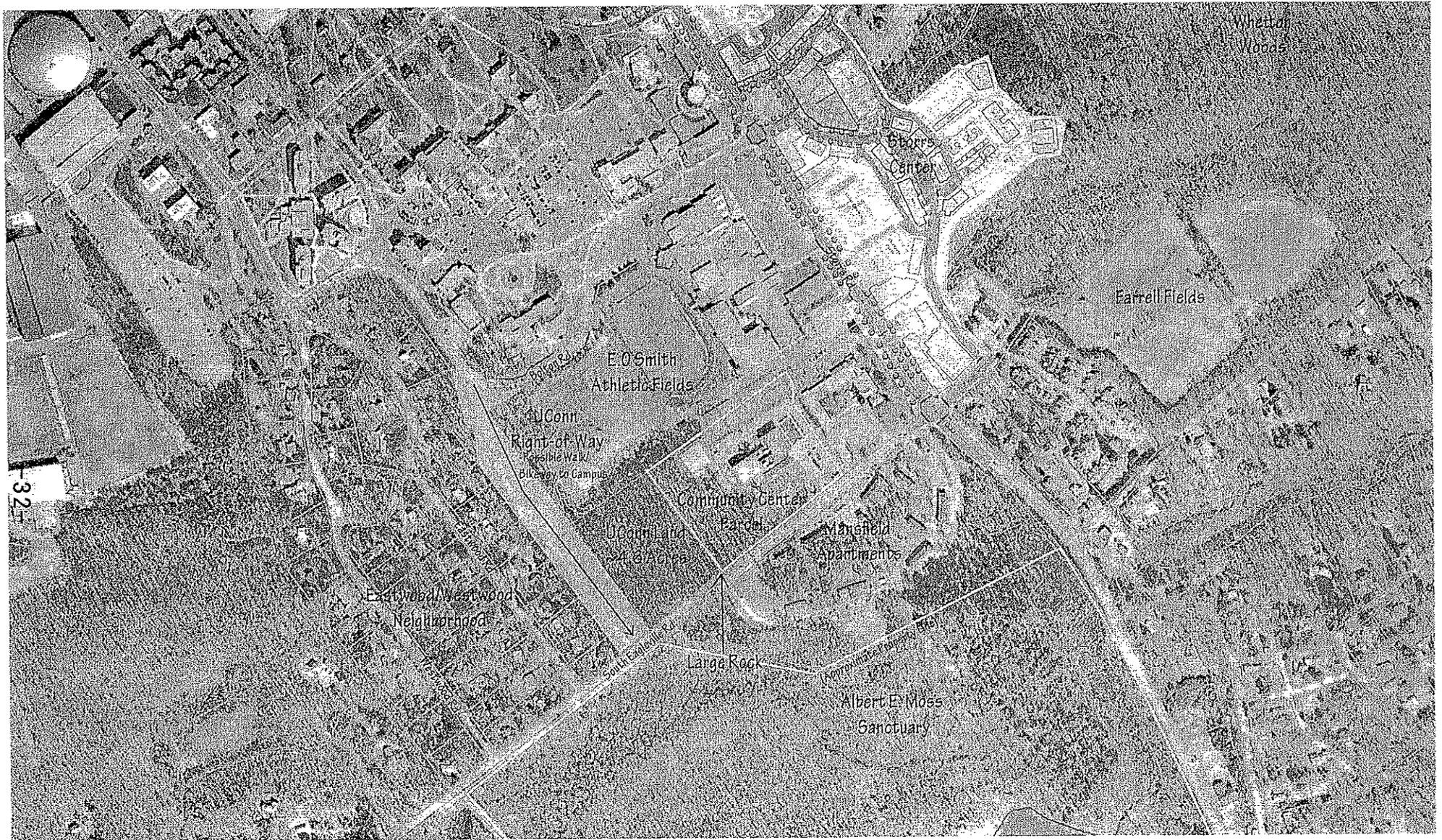
**PLANNING AND ZONING COMMISSION  
TOWN OF MANSFIELD**

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

To: Town Council  
From: Planning and Zoning Commission  
Date: Tuesday, May 22, 2012  
Re: 8-24 Referral; Mansfield Community Playground

At a meeting held on 5/21/12, the Mansfield Planning and Zoning Commission adopted the following motion:

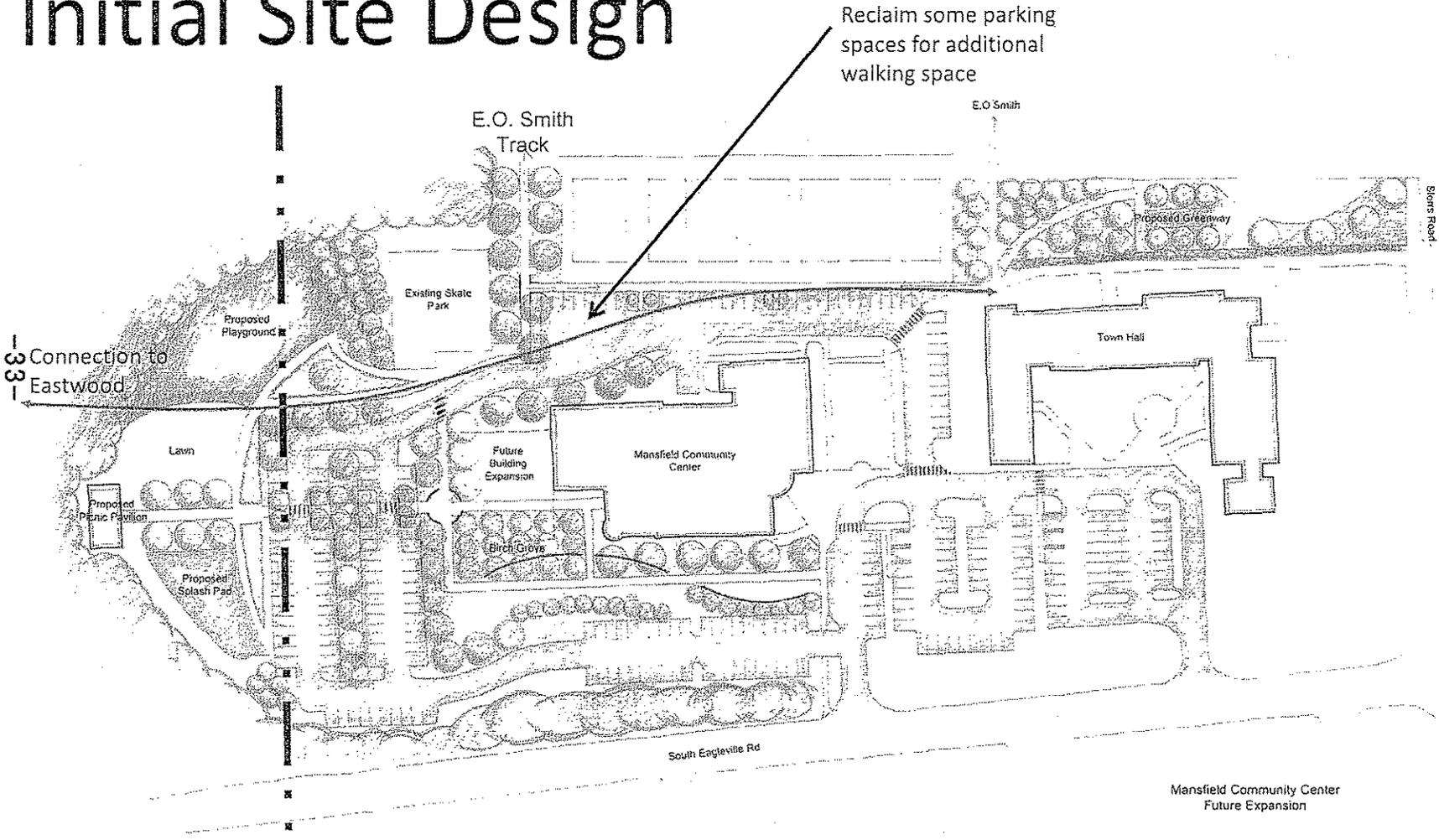
“that the PZC notify the Town Council that the proposed siting of the Mansfield Community Playground at the Community Center/Town Hall complex (including the potential acquisition of adjacent university property for the playground) is consistent with the Plan of Conservation and Development, particularly Policy Goal 4, Objective d. Furthermore, it is noted that the final location and design of the playground will require a modification to the Community Center Special Permit.”



Source:  
Aerial and wetlands UConn AES

## Possible Use of UConn Land Adjacent to Mansfield Community Center

# Initial Site Design



Mansfield Community Center  
Future Expansion

Date: 1/24/2012

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; Storrs Center Parking Steering Committee  
**Date:** June 25, 2012  
**Re:** Proposed Revisions to Traffic and Parking Ordinance and Regulations

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**Subject Matter/Background**

Council received the proposed new parking ordinance and regulation changes at its February 14, 2012 meeting. The Council formed an ordinance development and review subcommittee to review these proposals, and the subcommittee met on March 7 and June 18, 2012. The subcommittee has revised both the regulations and the ordinance and is now forwarding the provisions to the full Council for action.

With respect to the proposed parking ordinance (Chapter 182), the subcommittee is recommending only minor wording changes.

For the regulations (Chapter A198), the subcommittee is proposing both minor wording changes and the following substantive changes:

- 1) The street names that define the Storrs Center area have been modified to account for the eventual renaming of the road to the post office.
- 2) Parking signs posted by a member of the Storrs Center Parking Cooperative have to be approved by the Town.
- 3) The appointment of special constables by the Town Manager has been strengthened to give the manager more control over the appointment and removal of these constables as well as their duties and area of jurisdiction.
- 4) Appointed special constables will be required to complete and submit a hold harmless document.
- 5) The period of time for paying parking fines has been shortened from 21 to 10 days.

**Financial Impact**

Fines collected through implementation of the regulations will help defray parking enforcement costs.

### Legal Review

The Town Attorney has assisted in the drafting of these proposals, and participated in the ordinance subcommittee review meetings.

### Recommendation

As a public hearing is required for the proposed parking ordinance, staff recommends that the Town Council set a public hearing at the July 9, 2012 meeting to solicit public comment concerning both the new parking ordinance and the changes to the parking regulations.

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

*Move, to schedule a public hearing for 7:30 PM at the Town Council's regular meeting on July 9, 2012, to solicit public comment regarding the proposed Motor Vehicle Traffic and Parking Ordinance and the revisions to the Motor Vehicle Traffic and Parking Regulations.*

### Attachments

- 1) June 18, 2012 draft of proposed new parking ordinance
- 2) June 18, 2012 draft of proposed revisions to parking regulations
- 3) Minutes from the March 7, 2012 and June 18, 2012 meetings of the Ordinance Development and Review Subcommittee
- 4) February 7, 2012 draft of proposed new parking ordinance
- 5) February 7, 2012 draft of proposed revisions to parking regulations

**Town of Mansfield, CT**  
**Motor Vehicle Traffic & Parking Ordinance**  
**Final Draft – June 18, 2012**

Chapter 182, “Vehicles and Traffic,” is repealed and the following “**Motor Vehicle Traffic and Parking Ordinance**,” is substituted in its place as the NEW Chapter 182.

**Chapter 182, Article I**

**Section 182-1. Title.**

This Article shall be known and may be cited as the “**Motor Vehicle Traffic and Parking Ordinance**.”

**Section 182-2. Legislative Authority.**

This Article is enacted pursuant to the provisions and authority of Sections 7-148, 14-150, 14-307 and 14-312 of the Connecticut General Statutes.

**Section 182-3. Parking Restrictions; Abandoned Vehicles.**

A. No motor vehicle shall be parked on any public highway under the jurisdiction of the Town of Mansfield, or in any area designated as a municipal parking area, between the hours of midnight and 6:00 a.m., from November 1 through April 15.

B. Any motor vehicle parked in violation of the provisions of Section A, above, or in violation of any rule, regulation, order or other ordinance of the Town of Mansfield relative to or in connection with parking on public highways shall be deemed to be “apparently abandoned” as such term is used in Section 14-150 of the Connecticut General Statutes, as amended, and such vehicle may then be taken into custody, towed or otherwise removed, stored, and thereafter sold in accordance with the provisions of said Section 14-150.

C. The last owner of record of a motor vehicle found apparently abandoned, as shown by the files of the Department of Motor Vehicles, shall be deemed prima facie to have been the owner of such motor Vehicle at the time such vehicle was apparently abandoned, and the person who apparently abandoned the same or caused or procured its apparent abandonment.

**Section 182-4. Fines for Offenses.**

Any person who violates any provision of Section 182-3 of this Article shall be fined in accordance with the schedule of fines set forth in the Motor Vehicle Traffic & Parking Regulations authorized by Section 182-6 of this Ordinance. Said fines are payable to the Collector of Revenue of the Town of Mansfield within ten days of the date of issuance of

a parking violation citation ticket. Fines may be contested in compliance with the provisions of Article II of this Chapter, the **“Hearing Procedure for Parking Violations Ordinance,** below.

**Section 182-5. Right of Towed Vehicle Owner to a Hearing.**

As required by Connecticut General Statutes section 14-150, any owner of a motor vehicle towed or otherwise removed under the authority of Section 182-3 of this Article may request a hearing before a Motor Vehicle Towing Hearing Officer by filing a “Request for Hearing to Contest Vehicle Towing” form or a reasonable facsimile with the Office of the Resident State Troopers at the Mansfield Town Hall no later than ten days after the mailing date of the written notice to the owner that the motor vehicle has been towed.

**Section 182-6. Traffic Regulations.**

As authorized by Connecticut General Statutes Sections 14-307 and 14-312, the Traffic Authority of the Town of Mansfield is empowered by this Ordinance to make Motor Vehicle Traffic and Parking Regulations to supplement and enforce the parking restrictions and remedies permitted by this Article and Chapter 249 of the General Statutes pertaining to traffic control and highway safety, including parking policies and restrictions. Any such regulations shall be subject to the approval of the Town Council of the Town of Mansfield. Such authority shall include, but not be limited to the power of the Traffic Authority to establish and amend a schedule of fines for violations of this Article and said Traffic Regulations promulgated hereunder, including the fines authorized by Section 182-4 of this Article.

**Chapter 182, Article II**

**Section 182-7. Title.**

This Article shall be known and may be cited as the **“Hearing Procedure for Parking Violations Ordinance.”**

**Section 182-8. Legislative Authority.**

This Article is enacted pursuant to Sections 7-148, 7-152b, and 14-305 to 308, inclusive, of the Connecticut General Statutes.

**Section 182-9. Intent.**

This Article is designed to establish a hearing procedure for the appeal and enforcement of fines, penalties, costs and fees for violations of local parking ordinances, regulations duly promulgated hereunder and State of Connecticut parking laws enforceable by municipal authorities.

### **Section 182-10. Appointment of Hearing Officers**

The Town Manager shall appoint one or more persons who are electors of the Town to serve as parking violation hearing officers to conduct hearings regarding the violation of parking ordinances and laws. No police officer or person who issues parking tickets or works in the police department may serve as a parking violation hearing officer.

### **Section 182-11. Notice of Violation**

At any time within two years from the expiration of the final period for the uncontested payment of fines, penalties, costs or fees for any alleged violation under any motor vehicle parking ordinance or regulation adopted pursuant to Connecticut General Statutes section 7-148 or sections 14-305 to 14-308, inclusive, except for Article II of Chapter 152 of this Code of the Town of Mansfield, "The Ordinance Regulating Residential Rental Parking," the Town may send notice to the motor vehicle operator, if known, or the registered owner of the motor vehicle by first class mail at their address according to the registration records of the Connecticut Department of Motor Vehicles. Such notice shall inform the operator or owner:

- A. Of the allegations against the cited person and the amount of the fines, penalties, costs or fees due;
- B. That the cited person may contest liability before a parking violations hearing officer by delivering in person or by mail written notice of demand for a hearing to the Office of the Mansfield Resident State Troopers at the address specified in the notice within ten days of the date thereof;
- C. That if a hearing is not so demanded, an assessment and judgment shall be entered against the cited person; and
- D. That such judgment may issue without further notice.

### **Section 182-12. Proof of Liability.**

Whenever a violation of such an ordinance or regulation occurs, proof of the registration number of the motor vehicle involved shall be prima facie evidence in all proceedings provided for in this article that the owner of such vehicle was the operator thereof; provided that the liability of a lessee per General Statutes section 14-107 shall apply.

### **Section 182-13. Admission of Liability.**

If a person who is sent notice pursuant to section 182-11 wishes to admit liability for an alleged violation. the cited person may, without requesting a hearing, pay the full amount

of the fines, penalties, costs or fees in person or by mail to the Collector of Revenue at the address specified in the notice. Any cited person who does not deliver or mail written notice of demand for a hearing within ten days of the first notice provided for in section 182-11, above, shall be deemed to have admitted liability, and the Office of the Mansfield Resident State Troopers shall certify such person's failure to respond to the hearing officer. The hearing officer shall thereupon enter and assess the fines, penalties, costs or fees provided for by any applicable law or ordinance and shall follow the procedures set forth in section 182-14, below.

#### **Section 182-14. Hearing Procedure.**

A. Any cited person who requests a hearing shall be given written notice of the date, time and place of the hearing. Such hearing shall be held not less than fifteen days nor more than thirty days from the date of the mailing of such notice, provided the hearing officer shall grant upon good cause shown, any reasonable request by any interested party for postponement or continuance. An original or certified copy of the initial notice of violation issued by a police officer or other issuing officer shall be filed and retained by the Town, be deemed to be a business record within the scope of General Statutes section 52-180, and be evidence of the facts set forth therein. The presence of the police officer or issuing officer shall be required at the hearing if the cited person so requests. A person wishing to contest their liability shall appear at the hearing and present evidence in their own behalf. A designated town official, other than the hearing officer, may present evidence on behalf of the Town.

B. If the cited person fails to appear, the hearing officer may enter an assessment by default against the cited person by default upon a finding of proper notice and liability under the applicable statutes or ordinances. The hearing officer may accept from the cited person copies of police reports, Department of Motor Vehicles documents and other official documents by mail and may determine thereby that the appearance of such person is unnecessary. The hearing officer shall conduct the hearing in the order and form and with such methods of proof as the hearing officer deems fair and appropriate. The rules regarding the admissibility of evidence shall not be strictly applied, but all testimony shall be given under oath or affirmation. The hearing officer shall announce a decision at the end of the hearing. If the hearing officer determines that the cited person is not liable, the matter shall be dismissed and the decision of the hearing officer entered in writing accordingly. If the hearing officer determines that the cited person is liable for the violation, said officer shall forthwith enter and assess the fines, penalties, costs or fees against such person as provided by the applicable law or ordinances of the Town.

#### **182-15. Notice of Assessment and Judgment.**

If such assessment is not paid on the date of its entry, the hearing officer shall send by first class mail a notice of the assessment to the person found liable and shall file, not less than thirty days or more than twelve months after such mailing, a certified copy of the notice of assessment with the clerk of the appropriate court, which is now the Superior Court for the Tolland Judicial District, together with the appropriate entry fee. The

certified copy of the notice of assessment shall constitute a record of assessment. Within such twelve month period, assessments against the same person may be accrued and filed as one record of assessment. The clerk shall enter judgment in the amount of said record of assessment and court costs against the cited person, in favor of the Town.

Notwithstanding any other provision of the Connecticut General Statutes, the hearing officer's assessment, when so entered as a judgment, shall have the effect of a civil money judgment and a levy of execution on such judgment may issue without further notice to such person.

#### **182-16. Appeal.**

A cited person against whom an assessment has been entered pursuant to this article is entitled to judicial review by way of appeal. An appeal shall be instituted within thirty days of the mailing of notice of such assessment by filing a petition to open assessment, together with an entry fee in an equal amount to the entry fee for a small claims case pursuant to General Statutes section 52-259, at the appropriate court, which is now the Superior Court for the Tolland Judicial District, which shall entitle such cited person to a hearing in accordance with the rules of the judges of the Superior Court.

**MOTOR VEHICLE TRAFFIC & PARKING REGULATIONS**  
**Chapter A198 Town of Mansfield Code**  
**Final Draft – June 18, 2012**

**Chapter A198. TRAFFIC REGULATIONS** is/are hereby amended as follows:

The Title of the Chapter is repealed and replaced as follows: **MOTOR VEHICLE TRAFFIC & PARKING REGULATIONS.**

**Section A198-1A(2)** is repealed and replaced, as follows: **Title 14, Sections 14-145, 14-150 and 14-297 through 14-314, inclusive.**

**Section A198-1C(3)** is repealed and replaced, as follows: **Chapter 182, Motor Vehicle Traffic & Parking.**

**NEW Section A-198-5A** is added, as follows:

**Section A-198-5a. Storrs Center Parking Regulations**

A. In addition to the restrictions listed in Section A-198-5 above, no vehicle shall be permitted to remain parked on any public roadway in the Storrs Center Development Area, which consists of the area in northern Mansfield bounded by and including the road to the post office (now or formerly known as the extension of South Eagleville Road) and South Eagleville Road to the south, the Town Office building, Region 19 (E.O. Smith High School), and the University of Connecticut's Fine Arts Complex to the west, Dog Lane and the University's Bishop Center to the north, the Center for Hellenic Studies Paideia, the new Village Street (paralleling Storrs Road) and the Storrs Post Office to the east, in the following manner:

(1) In violation of any sign posted by the Traffic Authority of the Town of Mansfield, or the Traffic Commission of the State of Connecticut or the Mansfield Downtown Partnership which limits or regulates the parking of vehicles within the Storrs Center Development Area.

(2) In violation of any sign regulating parking posted by a member of the Storrs Center Parking Cooperative within the above described Storrs Center Development Area. Any such sign must be approved by the Town Manager or his designee.

B. Vehicles in violation of any parking regulation herein may be subject to fines and towing. Owner/operators of violating vehicles will be responsible for paying both the fine for towing and the actual costs of towing. Except in instances where a vehicle is a hazard to pedestrians or vehicular traffic or impedes the delivery of emergency services, tow warning notices shall be placed on vehicles prior to towing. Vehicles may be towed for parking in violation of the parking infractions listed in Attachment 1, trespass on private property, parking while not being present on the premises or for exceeding the parking limits in designated parking spaces by 50 percent of the allowable time limit for said space in accordance with Sections 14-307 and 14-145 of the Connecticut General Statutes.

C. The Town of Mansfield, the Mansfield Downtown Partnership, the Storrs Center Alliance and their designated agents are hereby authorized to tow vehicles for parking violations in the above described Storrs Center Development area. Vehicles towed from private property shall be in accordance with Sections 14-307 and 14-145 of the CGS and at the request of the property owner who shall have both a

standing letter of trespass and an indemnification on file with the Town and the Mansfield Downtown Partnership.

D. In accordance with section 7-492 of the Connecticut General Statutes, the Mansfield Town Manager may upon request appoint special constables for terms of not more than two years to enforce parking laws and regulations in the Storrs Center Development Area. Any party to the "Cooperative Agreement for Parking Enforcement in and Adjacent to the Storrs Center Development" may file a standing letter of trespass with the Office of the Town Manager. Said letter may include a request that the Town Manager appoint any employee or other nominee of the party to be a special constable. The Town Manager shall have reasonable discretion to determine whether an individual is suitable for appointment and will be appointed as a special constable. The Town Manager may limit the geographical jurisdiction of any such appointee, and subject their appointment to such limitations, restrictions and conditions as the Town Manager deems appropriate. An Appointee shall have no property interest in their appointment, and shall serve at the pleasure of the Town Manager. Said constables shall be trained in parking enforcement by the Town and/or Mansfield Downtown Partnership prior to engaging in any enforcement activities. The services of any such special constable will be paid for by the requesting party, not by the Town of Mansfield. No such person may begin service as a special constable unless the requesting party has completed and submitted a "hold harmless" indemnification to the Town of Mansfield, Storrs Center Alliance, LLC, and to any Third Party Operator designated by said Town and LLC, to the satisfaction of said entities for any actions or liability of such employee or nominee of such party resulting from parking law or regulation enforcement in their role as special constable.

E. Penalties for Violations shall be in accordance with the Town's current Parking Violation Fine Schedule as listed in A-198 Attachment 1. Any person who violates any provision of these regulations shall be subject to the fines set forth herein. Any such fine must be paid to the Collector of Revenue within 10 days of the date on which the parking citation ticket is issued.

F. Any fine may be appealed as provided in Chapter 182, Article II of the Code of the Town of Mansfield, the "Hearing Procedure for Parking Violations Ordinance," and in Section A198-10 of these regulations, below.

G. Towing of vehicles from public parking areas shall be in accordance with Section 14-307 of the CGS. Towing appeals shall be made on DMV form A-25 "Request for Hearing Contested Tow" filed with the 's Office of the Mansfield Resident State Troopers. Towing of vehicles from private parking areas shall be in accordance with Section 14-145 of the CGS.

H. The cost of towing incurred by the towing party shall be paid prior to the release of the vehicle.

*Section A198 Attachment 1*

**Town of Mansfield  
Parking Violation Fine Schedule**

(Amended effective 7-1-1994; 9-28-2009; \_\_\_\_-2012, effective \_\_\_\_\_)

<u>Infraction</u>	<u>Fine</u>
Parking on a sidewalk	\$25
Parking on a lawn, island or unpaved area	\$25
Parking in violation of a posted sign	\$30
Parking beyond specified time limits (except in the parking garage)	\$30
Any violation resulting in towing	\$25 plus the cost of the

original violation

Parking with a lost, forged or spurious permit/decal	\$30
Parking on the wrong side of the street	\$30
Parking more than 12 inches from the curb	\$30
Parking within 25 feet of an intersection	\$30
Parking within 25 feet of a stop sign	\$30
Parking obstructing a driveway/bikeway	\$30
Parking with no Town permit/decal	\$30
Double parking	\$30
Parking in a crosswalk/bikeway	\$30
Parking in a designated "no parking" area	\$30
Parking in a loading zone	\$50
Parking in a restricted or reserved space	\$30
Parking in a bus stop	\$50
Parking causing a traffic hazard	\$50
Parking in violation of snow ordinance	\$50
Parking in a fire lane	\$50
Parking within 10 feet of a hydrant	\$50
Parking in a handicapped space or zone	\$150

**Section A-198-7** is repealed and replaced as follows:

**A-198-7 Parking and Snow Removal.**

No vehicle shall be parked on any public highway under the jurisdiction of the Town of Mansfield or in any area designated as a municipal parking area, with the exception of the Storrs Center Parking Garage, between the hours of 12:00 midnight and 6:00 a.m. from November 1 through April 15.

**Section A-198-9B** is repealed and replaced as follows:

B. Any person who violates any provision of these regulations shall be subject to a parking citation ticket fine as established by the Traffic Authority in the Parking Violation Fine Schedule set forth in these Regulations. Any such fine must be paid to the Collector of Revenue within 10 days of the date on which the parking citation ticket is issued. Any fine may be appealed as provided for in Chapter 182, Article II of the Code of the Town of Mansfield, the "Hearing Procedure for Parking Violations Ordinance."

**Section A-198-10** is repealed and replaced as follows:

**Section A-198-10. Appeals.**

Any fine may be appealed as provided for in Chapter 182, Article II of the Code of the Town of Mansfield, the "Hearing Procedure for Parking Violations Ordinance," and in these regulations. Appeals for parking violations shall be made to the Office of the Mansfield Resident State Troopers by making a request for hearing as permitted by Section 182-13 of said Ordinance. If said appeal is upheld by the Hearing Officer, no payment shall be necessary; if said appeal is denied, payment of the required fine shall be made to the Collector of Revenue. The decision of the Hearing Officer may be appealed to the Superior Court per Section 182-16 of the "Hearing Procedure for Parking Violations" Ordinance.

**Schedule A198 Attachment I**

Removed and replaced by section A-198-5a. H. above.

Town of Mansfield

Town Council Ordinance Development and Review Subcommittee for the proposed Parking Regulation  
revisions and new Traffic and Parking Ordinance  
Minutes of the Meeting – March 7, 2012

Present: Council members: Shapiro, Paulhus & Ryan; Hultgren (staff), O'Brien (Town Attorney)

The meeting was convened at approximately 4:35 PM in Conference Room B of the Town Office Building. Shapiro was elected chairperson by acclimation.

Hultgren explained the development process for the proposed regulations to regulate parking in the Storrs Center area (revisions to Chapter A-198 of the Town's regulations) and the proposed ordinance to allow for the enforcement of all Town parking regulations via hearing officers and the courts (a new, two-article ordinance to be known as Chapter 182).

Shapiro asked about signs posted by a member of the Storrs Center parking Cooperative. Hultgren said that while no specific standards for signs were included in the regulations, these could be added at a later date. He said that signage could also be covered in the training for special constables that will be required.

Discussion ensued from all present about the process that the Town Manager would use to remove a constable and whether this should be included in the regulations or not. (Current wording says that a special constable may be removed for cause). O'Brien will look at the enabling statute and report on the advisability of adding more process language.

After discussion of whether or not a special constable would have the power to enforce parking on property not under his/her control, O'Brien was directed to draft additional language outlining the specific authority of special constables for section A-198-5a D.

Ryan suggested eliminating the phrase "in any year" from the applicable sections in both the regulations and ordinance.

O'Brien explained the reasoning behind having a new ordinance (Chapter 182) similar to the ordinances already adopted to enforce fines in other areas the Town assesses.

Some discussion on the hearing officers took place. O'Brien said that a manual and session reviewing it would be held in the near future with the Town's 3 existing hearing officers.

Shapiro suggested either adding the length of time persons have to pay their fines to the ordinance or referencing the section in the regulations that specifies this time period.

O'Brien and Hultgren will redraft the regulations and ordinance to incorporate the above suggestions and circulate it to committee members prior to the next meeting, which will be set after the changes are completed and distributed.

The meeting was adjourned at approximately 5:35 PM.

Respectfully submitted,

Lon Hultgren  
Director of Public Works

Town of Mansfield  
Town Council Ordinance Development & Review Subcommittee for proposed parking regulation  
revisions and new Traffic and Parking Ordinance  
Minutes of the Meeting – June 18, 2012  
DRAFT

Present: Council Members: Shapiro & Ryan; O'Brien (Town Attorney); Hultgren (staff)

The meeting was called to order at 4:41 PM in Conference Room C of the Town Office Building by Shapiro. The minutes of the March 7, 2012 meeting were approved with one correction – Section A-198 which was listed incorrectly as Section A-195 was corrected.

O'Brien walked the committee through the changes that were made in the regulations pursuant to the previous meeting's discussions.

In A-198-5a. Section A was further edited to allow for the eventual renaming of the South Eagleville Road extension. In Section A (2) language was added stating that signs posted by the members of the Storrs Center Parking Cooperative had to be approved by the Town Manager or his designee.

In A-198-5a. Section D language was added to assure that appointed special constables served at the pleasure of the Town Manager and had to sign a hold harmless agreement prior to engaging in enforcement activities. A 10-day period to pay fines was added in both the regulations and the ordinance.

In the parking fine schedule, the towing line was edited to read "Any violation resulting in towing -- \$25 plus the cost of the original violation".

In the ordinance (Section 192-15) the phrase "which is now eight dollars" was deleted from the paragraph.

Hultgren will now make all these changes and forward the edited texts of the regulations and ordinances to the Town Manager to be included on a future Town Council meeting agenda.

The meeting was adjourned at 5:21 PM.

Respectfully submitted,

Lon Hultgren  
Director of Public Works

Town of Mansfield, CT  
Motor Vehicle Traffic & Parking Ordinance  
Second Draft – February 7, 2012

Chapter 182, "Vehicles and Traffic," is repealed and the following "Motor Vehicle Traffic and Parking Ordinance," is substituted in its place as the NEW Chapter 182.

**Chapter 182, Article I**

**Section 182-1. Title.**

This Article shall be known and may be cited as the "Motor Vehicle Traffic and Parking Ordinance."

**Section 182-2. Legislative Authority.**

This Article is enacted pursuant to the provisions and authority of Sections 7-148, 14-150, 14-307 and 14-312 of the Connecticut General Statutes.

**Section 182-3. Parking Restrictions; Abandoned Vehicles.**

A. No motor vehicle shall be parked on any public highway under the jurisdiction of the Town of Mansfield, or in any area designated as a municipal parking area, between the hours of midnight and 6:00 a.m., from November 1 through April 15 in any year.

B. Any motor vehicle parked in violation of the provisions of Section A, above, or in violation of any rule, regulation, order or other ordinance of the Town of Mansfield relative to or in connection with parking on public highways shall be deemed to be "apparently abandoned" as such term is used in Section 14-150 of the Connecticut General Statutes, as amended, and such vehicle may then be taken into custody, towed or otherwise removed, stored, and thereafter sold in accordance with the provisions of said Section 14-150.

C. The last owner of record of a motor vehicle found apparently abandoned, as shown by the files of the Department of Motor Vehicles, shall be deemed prima facie to have been the owner of such motor Vehicle at the time such vehicle was apparently abandoned, and the person who apparently abandoned the same or caused or procured its apparent abandonment.

**Section 182-4. Fines for Offenses.**

Any person who violates any provision of Section 182-3 of this Article shall be fined in accordance with the schedule of fines set forth in the Motor Vehicle Traffic & Parking Regulations authorized by Section 182-6 of this Ordinance. Said fines are payable to the Collector of Revenue of the Town of Mansfield. Fines may be contested in compliance

with the provisions of Article II of this Chapter, the "Hearing Procedure for Parking Violations Ordinance, below.

**Section 182-5. Right of Towed Vehicle Owner to a Hearing.**

As required by Connecticut General Statutes section 14-150, any owner of a motor vehicle towed or otherwise removed under the authority of Section 182-3 of this Article may request a hearing before a Motor Vehicle Towing Hearing Officer by filing a "Request for Hearing to Contest Vehicle Towing" form or a reasonable facsimile with the Office of the Resident State Troopers at the Mansfield Town Hall no later than ten days after the mailing date of the written notice to the owner that the motor vehicle has been towed.

**Section 182-6. Traffic Regulations.**

As authorized by Connecticut General Statutes Sections 14-307 and 14-312, the Traffic Authority of the Town of Mansfield is empowered by this Ordinance to make Motor Vehicle Traffic and Parking Regulations to supplement and enforce the parking restrictions and remedies permitted by this Article and Chapter 249 of the General Statutes pertaining to traffic control and highway safety, including parking policies and restrictions. Any such regulations shall be subject to the approval of the Town Council of the Town of Mansfield. Such authority shall include, but not be limited to the power of the Traffic Authority to establish and amend a schedule of fines for violations of this Article and said Traffic Regulations promulgated hereunder, including the fines authorized by Section 182-4 of this Article.

**Chapter 182, Article II**

**Section 182-7. Title.**

This Article shall be known and may be cited as the "Hearing Procedure for Parking Violations Ordinance."

**Section 182-8. Legislative Authority.**

This Article is enacted pursuant to Sections 7-148, 7-152b, and 14-305 to 308, inclusive, of the Connecticut General Statutes.

**Section 182-9. Intent.**

This Article is designed to establish a hearing procedure for the appeal and enforcement of fines, penalties, costs and fees for violations of local parking ordinances, regulations duly promulgated hereunder and State of Connecticut parking laws enforceable by municipal authorities.

### **Section 182-10. Appointment of Hearing Officers**

The Town Manager shall appoint one or more persons who are electors of the Town to serve as parking violation hearing officers to conduct hearings regarding the violation of parking ordinances and laws. No police officer or person who issues parking tickets or works in the police department may serve as a parking violation hearing officer.

### **Section 182-11. Notice of Violation**

At any time within two years from the expiration of the final period for the uncontested payment of fines, penalties, costs or fees for any alleged violation under any motor vehicle parking ordinance or regulation adopted pursuant to Connecticut General Statutes section 7-148 or sections 14-305 to 14-308, inclusive, except for Article II of Chapter 152 of this Code of the Town of Mansfield, "The Ordinance Regulating Residential Rental Parking," the Town may send notice to the motor vehicle operator, if known, or the registered owner of the motor vehicle by first class mail at their address according to the registration records of the Connecticut Department of Motor Vehicles. Such notice shall inform the operator or owner:

- A. Of the allegations against the cited person and the amount of the fines, penalties, costs or fees due;
- B. That the cited person may contest liability before a parking violations hearing officer by delivering in person or by mail written notice of demand for a hearing to the Office of the Mansfield Resident State Troopers at the address specified in the notice within ten days of the date thereof;
- C. That if a hearing is not so demanded, an assessment and judgment shall be entered against the cited person; and
- D. That such judgment may issue without further notice.

### **Section 182-12. Proof of Liability.**

Whenever a violation of such an ordinance or regulation occurs, proof of the registration number of the motor vehicle involved shall be prima facie evidence in all proceedings provided for in this article that the owner of such vehicle was the operator thereof; provided that the liability of a lessee per General Statutes section 14-107 shall apply.

### **Section 182-13. Admission of Liability.**

If a person who is sent notice pursuant to section 182-11 wishes to admit liability for an alleged violation, the cited person may, without requesting a hearing, pay the full amount of the fines, penalties, costs or fees in person or by mail to the Collector of Revenue at

the address specified in the notice. Any cited person who does not deliver or mail written notice of demand for a hearing within ten days of the first notice provided for in section 182-11, above, shall be deemed to have admitted liability, and the Office of the Mansfield Resident State Troopers shall certify such person's failure to respond to the hearing officer. The hearing officer shall thereupon enter and assess the fines, penalties, costs or fees provided for by any applicable law or ordinance and shall follow the procedures set forth in section 182-14, below.

#### **Section 182-14. Hearing Procedure.**

A. Any cited person who requests a hearing shall be given written notice of the date, time and place of the hearing. Such hearing shall be held not less than fifteen days nor more than thirty days from the date of the mailing of such notice, provided the hearing officer shall grant upon good cause shown, any reasonable request by any interested party for postponement or continuance. An original or certified copy of the initial notice of violation issued by a police officer or other issuing officer shall be filed and retained by the Town, be deemed to be a business record within the scope of General Statutes section 52-180, and be evidence of the facts set forth therein. The presence of the police officer or issuing officer shall be required at the hearing if the cited person so requests. A person wishing to contest their liability shall appear at the hearing and present evidence in their own behalf. A designated town official, other than the hearing officer, may present evidence on behalf of the Town.

B. If the cited person fails to appear, the hearing officer may enter an assessment by default against the cited person by default upon a finding of proper notice and liability under the applicable statutes or ordinances. The hearing officer may accept from the cited person copies of police reports, Department of Motor Vehicles documents and other official documents by mail and may determine thereby that the appearance of such person is unnecessary. The hearing officer shall conduct the hearing in the order and form and with such methods of proof as the hearing officer deems fair and appropriate. The rules regarding the admissibility of evidence shall not be strictly applied, but all testimony shall be given under oath or affirmation. The hearing officer shall announce a decision at the end of the hearing. If the hearing officer determines that the cited person is not liable, the matter shall be dismissed and the decision of the hearing officer entered in writing accordingly. If the hearing officer determines that the cited person is liable for the violation, said officer shall forthwith enter and assess the fines, penalties, costs or fees against such person as provided by the applicable law or ordinances of the Town.

#### **182-15. Notice of Assessment and Judgment.**

If such assessment is not paid on the date of its entry, the hearing officer shall send by first class mail a notice of the assessment to the person found liable and shall file, not less than thirty days or more than twelve months after such mailing, a certified copy of the notice of assessment with the clerk of the appropriate court, which is now the Superior Court for the Tolland Judicial District, together with the appropriate entry fee, which is now eight dollars. The certified copy of the notice of assessment shall constitute a record

of assessment. Within such twelve month period, assessments against the same person may be accrued and filed as one record of assessment. The clerk shall enter judgment in the amount of said record of assessment and court costs against the cited person, in favor of the Town. Notwithstanding any other provision of the Connecticut General Statutes, the hearing officer's assessment, when so entered as a judgment, shall have the effect of a civil money judgment and a levy of execution on such judgment may issue without further notice to such person.

#### 182-16. Appeal.

A cited person against whom an assessment has been entered pursuant to this article is entitled to judicial review by way of appeal. An appeal shall be instituted within thirty days of the mailing of notice of such assessment by filing a petition to open assessment, together with an entry fee in an equal amount to the entry fee for a small claims case pursuant to General Statutes section 52-259, at the appropriate court, which is now the Superior Court for the Tolland Judicial District, which shall entitle such cited person to a hearing in accordance with the rules of the judges of the Superior Court.

# MOTOR VEHICLE TRAFFIC & PARKING REGULATIONS

## Chapter A198 Town of Mansfield Code

First Draft – February 7, 2012

Chapter A198. TRAFFIC REGULATIONS is/are hereby amended as follows:

The Title of the Chapter is repealed and replaced as follows: **MOTOR VEHICLE TRAFFIC & PARKING REGULATIONS.**

Section A198-1A(2) is repealed and replaced, as follows: Title 14, Sections 14-145, 14-150 and 14-297 through 14-314, inclusive.

Section A198-1C(3) is repealed and replaced, as follows: Chapter 182, Motor Vehicle Traffic & Parking.

NEW Section A-198-5A is added, as follows:

### Section A-198-5a. Storrs Center Parking Regulations

A. In addition to the restrictions listed in Section A-198-5 above, no vehicle shall be permitted to remain parked on any public roadway in the Storrs Center Development Area, which consists of the area in northern Mansfield bounded by and including the Post Office Road (extension of South Eagleville Road) and South Eagleville Road to the south, the Town Office building, Region 19 (E.O. Smith High School), and the University of Connecticut's Fine Arts Complex to the west, Dog Lane and the University's Bishop Center to the north, the Center for Hellenic Studies Paideia, the new Village Street (paralleling Storrs Road) and the Storrs Post Office to the east, in the following manner:

(1) In violation of any sign posted by the Traffic Authority of the Town of Mansfield, or the Traffic Commission of the State of Connecticut or the Mansfield Downtown Partnership which limits or regulates the parking of vehicles within the Storrs Center Development Area.

(2) In violation of any sign regulating parking posted by a member of the Storrs Center Parking Cooperative within the above described Storrs Center Development Area.

B. Vehicles in violation of any parking regulation herein may be subject to fines and towing. Owner/operators of violating vehicles will be responsible for paying both the fine for towing and the actual costs of towing. Except in instances where a vehicle is a hazard to pedestrians or vehicular traffic or impedes the delivery of emergency services, tow warning notices shall be placed on vehicles prior to towing. Vehicles may be towed for parking in violation of the parking infractions listed in Attachment 1, trespass on private property, parking while not being present on the premises or for exceeding the parking limits in designated parking spaces by 50 percent of the allowable time limit for said space in accordance with Sections 14-307 and 14-145 of the Connecticut General Statutes.

C. The Town of Mansfield, the Mansfield Downtown Partnership, the Storrs Center Alliance and their designated agents are hereby authorized to tow vehicles for parking violations in the above described Storrs Center Development area. Vehicles towed from private property shall be in accordance with Sections 14-307 and 14-145 of the CGS and at the request of the property owner who shall have both a standing letter of trespass and an indemnification on file with the Town and the Mansfield Downtown Partnership.

D. In accordance with section 7-192 of the Connecticut State Statutes, the Mansfield Town Manager may upon request appoint special constables to enforce parking in the Storrs Center Development Area. The Town Manager shall have reasonable discretion to determine whether an individual is suitable for appointment as a special constable and shall have the authority to rescind appointments for cause. Said constables shall be trained in parking enforcement by the Town and/or Mansfield Downtown Partnership prior to engaging in any enforcement activities. The services of any such special constable will be paid for by the requesting party, not by the Town of Mansfield.

E. Penalties for Violations shall be in accordance with the Town's current Parking Violation Fine Schedule as listed in A-198 Attachment 1. Any person who violates any provision of these regulations shall be subject to the fines set forth herein.

F. Any fine may be appealed as provided in Chapter 182, Article II of the Code of the Town of Mansfield, the "Hearing Procedure for Parking Violations Ordinance," and in Section A198-10 of these regulations, below.

G. Towing of vehicles from public parking areas shall be in accordance with Section 14-307 of the CGS. Towing appeals shall be made on DMV form A-25 "Request for Hearing Contested Tow" filed with the Office of the Mansfield Resident State Troopers. Towing of vehicles from private parking areas shall be in accordance with Section 14-145 of the CGS.

H. The cost of towing incurred by the towing party shall be paid prior to the release of the vehicle.

*Section A198 Attachment 1*

**Town of Mansfield  
Parking Violation Fine Schedule**

(Amended effective 7-1-1994; 9-28-2009; \_\_\_\_-2012, effective \_\_\_\_\_)

<u>Infraction</u>	<u>Fine</u>
Parking on a sidewalk	\$25
Parking on a lawn, island or unpaved area	\$25
Parking in violation of a posted sign	\$30
Parking beyond specified time limits (except in the parking garage)	\$30
Towing	\$25 plus the cost of towing
Parking with a lost, forged or spurious permit/decal	\$30
Parking on the wrong side of the street	\$30
Parking more than 12 inches from the curb	\$30
Parking within 25 feet of an intersection	\$30
Parking within 25 feet of a stop sign	\$30
Parking obstructing a driveway/bikeway	\$30
Parking with no Town permit/decal	\$30
Double parking	\$30
Parking in a crosswalk/bikeway	\$30
Parking in a designated "no parking" area	\$30
Parking in a loading zone	\$50
Parking in a restricted or reserved space	\$30
Parking in a bus stop	\$50
Parking causing a traffic hazard	\$50
Parking in violation of snow ordinance	\$50

Parking in a fire lane	\$50
Parking within 10 feet of a hydrant	\$50
Parking in a handicapped space or zone	\$150

Section A-198-7 is repealed and replaced as follows:

**A-198-7 Parking and Snow Removal.**

No vehicle shall be parked on any public highway under the jurisdiction of the Town of Mansfield or in any area designated as a municipal parking area, with the exception of the Storrs Center Parking Garage, between the hours of 12:00 midnight and 6:00 a.m. from November 1 through April 15 in any year.

Section A-198-9B is repealed and replaced as follows:

B. Any person who violates any provision of these regulations shall be subject to a fine as established by the Traffic Authority in the Parking Violation Fine Schedule set forth in these Regulations. Any fine may be appealed as provided for in Chapter 182, Article II of the Code of the Town of Mansfield, the "Hearing Procedure for Parking Violations Ordinance."

Section A-198-10 is repealed and replaced as follows:

**Section A-198-10. Appeals.**

Any fine may be appealed as provided for in Chapter 182, Article II of the Code of the Town of Mansfield, the "Hearing Procedure for Parking Violations Ordinance," and in Section A198-10 of these regulations, below. Appeals for parking violations shall be made to the Office of the Mansfield Resident State Troopers by making a request for hearing as permitted by Section 182-13 of said Ordinance. If said appeal is upheld by the Hearing Officer, no payment shall be necessary; if said appeal is denied, payment of the required fine shall be made to the Collector of Revenue. The decision of the Hearing Officer may be appealed to the Superior Court per Section 182-16 of the "Hearing Procedure for Parking Violations" Ordinance.

**Schedule A198 Attachment I**

The title of the **Parking and Violation Fee Schedule** is repealed, and replaced as follows:  
**Parking Violation Fine Schedule.**

The following language at the very end of said **Parking Violation Fine Schedule** is repealed and deleted:

Payment is due within 21 days. After 21 days the payment doubles, and, if not paid within 30 days, the violation may be referred to Superior Court G.A. 19.

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**Town of Mansfield  
Agenda Item Summary**

To: Town Council  
From: Matt Hart, Town Manager *MH*  
CC: Maria Capriola, Assistant to Town Manager  
Date: June 25, 2012  
Re: School Building Project

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**Subject Matter**

There are two items that I wish to bring to the Council's attention:

- 1) By a 3-6 vote, the Planning and Zoning Commission (PZC) voted against the proposed resolution seeking the commission's CGS §8-24 approval. The project team is seeking to put the project on the PZC's July 16, 2012 agenda, so that we can ascertain and address the commission's concerns and questions.
- 2) In conformance with the direction set by the Council, the project team is planning an educational program for this summer, in which we intend to conduct a number of activities designed to provide information and to publicize the project. Specific tasks that we plan to undertake include direct mail pieces, the use of social media as well as various public information sessions regarding the project.

Staff will keep the Council informed of our progress as the work on the project moves forward. We welcome your leadership and participation as your schedule permits.

**Attachments**

- 1) Planning and Zoning Commission re: 8-24 Referral: School Siting



PLANNING AND ZONING COMMISSION  
TOWN OF MANSFIELD

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

To: Town Council  
From: Planning and Zoning Commission  
Date: Tuesday, June 19, 2012  
Re: 8-24 Referral: School Siting

At the 6/18/12 Mansfield Planning and Zoning Commission meeting, Rawn MOVED, and Hall seconded the following motion which FAILED by a three to six vote against;

RESOLUTION OF THE PLANNING AND ZONING COMMISSION  
OF THE TOWN OF MANSFIELD, CONNECTICUT

RESOLVED, that the Planning and Zoning Commission of the Town of Mansfield approves the following project with respect to the Town's elementary and middle schools, pursuant to Section 8-24 of the General Statutes of Connecticut, consisting of:

1. The closure and demolition of the Dorothy C. Goodwin Elementary School and the Annie E. Vinton Elementary School, and the construction and equipping of a new elementary school on each of these sites, including, if necessary or desirable to accommodate the new school design, the purchase of land adjacent to either of these sites, and including related work and improvements;;
2. Select heavy renovations to the Mansfield Middle School, including but not limited to roof and window replacements, installation of solar panels, and the replacement of modular classrooms, and related work and improvements; and
3. The closure of the Southeast Elementary School, the future use of which is undetermined at this time; and

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



**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** Matthew W. Hart, Town Manager *Matt*  
**CC:** Curt Vincente, Director of Parks & Recreation  
Jay O'Keefe, Assistant Director of Parks & Recreation  
Maria Capriola, Assistant to the Manager  
**Date:** June 25, 2012  
**Re:** Proclamation Designating the Month of July as National Parks and Recreation Month in the Town of Mansfield

---

**Subject Matter/Background**

Attached please find a proposed proclamation from the Department of Parks and Recreation, titled a *Proclamation designating the Month of July as Parks and Recreation Month in the Town of Mansfield*. Staff is requesting that the Town Council issue the proposed proclamation in order to help promote parks and recreation in the community.

**Recommendation**

Staff requests that the Town Council authorize the Mayor to issue the proclamation as proposed.

If the Town Council supports this request, the following motion is on order:

*Move, effective June 25, 2012, to authorize the Mayor to issue the attached proclamation designating the Month of July as National Parks and Recreation Month.*

**Attachments**

- 1) Communication from Assistant Director of Parks and Recreation
- 2) Proposed Proclamation designating the Month of July as National Parks and Recreation Month.
- 3) 111<sup>th</sup> Congress House Resolution 288
- 4) Mansfield Parks and Recreation Department July 2012 Activity Calendar



Mansfield  
Community  
Center

Town of Mansfield  
Parks and Recreation  
Department



*Jay M. O'Keefe, CPRP*  
*Assistant Director of Parks and Recreation*

10 South Eagleville Road  
Storrs/Mansfield, Connecticut 06268  
Tel: (860) 429-3015 Fax: (860) 429-9773  
Email: [OKeefeJM@MansfieldCT.org](mailto:OKeefeJM@MansfieldCT.org)  
Website: [www.MansfieldCT.org](http://www.MansfieldCT.org)

June 6, 2012

Dear Members of the Town Council:

On behalf of the Mansfield Parks and Recreation Department I would like to make you aware that the U.S. House of Representatives with support from the National Recreation and Parks Association has designated July as *National Parks and Recreation Month*.

Our department plans to promote awareness of these events during the month of July through distribution of literature, press releases and small special events. Along with our professional organization, the Parks and Recreation Department will be encouraging folks to spend time with family and friends, visit outdoor recreation areas, participate in a favorite hobby, and take advantage of the quality recreation resources right here in Mansfield.

We are requesting the consideration of the Mansfield Town Council to support the attached proclamation in recognition of *National Parks and Recreation Month*. If in agreement, we ask that you please sign and return the proclamation to the Town Manager Office so that it may be displayed for the public at the Mansfield Community Center.

Thank you for your consideration.

Sincerely,

Jay M. O'Keefe  
Assistant Director of Parks and Recreation



**Mansfield Parks & Recreation**  
*Family, Fitness & Fun*

**Designation of July as Parks and Recreation Month**

WHEREAS parks and recreation programs are an integral part of communities throughout this country, including the Town of Mansfield, Connecticut; and

WHEREAS our parks and recreation are vitally important to establishing and maintaining the quality of life in our communities, ensuring the health of all citizens, and contributing to the economic and environmental well-being of a community and region; and

WHEREAS parks and recreation programs build healthy, active communities that aid in the prevention of chronic disease, provide therapeutic recreation services for those who are mentally or physically disabled, and also improve the mental and emotional health of all citizens; and

WHEREAS parks and recreation programs increase a community's economic prosperity through increased property values, expansion of the local tax base, increased tourism, the attraction and retention of businesses, and crime reduction; and

WHEREAS parks and recreation areas are fundamental to the environmental well-being of our community; and

WHEREAS parks and natural recreation areas improve water quality, protect groundwater, prevent flooding, improve the quality of the air we breathe, provide vegetative buffers to development, and produce habitat for wildlife; and

WHEREAS our parks and natural recreation areas ensure the ecological beauty of our community and provide a place for children and adults to connect with nature and recreate outdoors; and

WHEREAS the U.S. House of Representatives has designated July as Parks and Recreation Month; and

WHEREAS the Town of Mansfield, Connecticut recognizes the benefits derived from parks and recreation resources

NOW THEREFORE, BE IT RESOLVED BY the Mansfield Town Council that July is recognized as Parks and Recreation Month in the Town of Mansfield, Connecticut.

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*Elizabeth C. Paterson, Mayor*

*Date*

HRES 288 IH

111th CONGRESS  
1st Session

H. RES. 288

Recognizing the importance of park and recreation facilities and expressing support for the designation of the month of July as 'National Park and Recreation Month.'

IN THE HOUSE OF REPRESENTATIVES

March 26, 2009

Mr. BARROW (for himself and Mr. THOMPSON of Pennsylvania) submitted the following resolution, which was referred to the Committee on Natural Resources.

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RESOLUTION

Recognizing the importance of park and recreation facilities and expressing support for the designation of the month of July as 'National Park and Recreation Month'.

Whereas public parks and recreation systems are dedicated to enhancing the quality of life for residents in communities around the country through recreation programming, leisure activities, and conservation efforts;

Whereas parks, recreation activities, and leisure experiences provide opportunities for young people to live, grow, and develop into contributing members of society; create lifelines and continuous life experience for older members of the community; generate opportunities for people to come together and experience a sense of community; and pay dividends to communities by attracting businesses, jobs, and increasing housing value;

Whereas parks and recreation services play a vital role in creating active and healthy communities, and the majority of older adults who visit parks report moderate or high levels of physical activity during their visit and 50 percent of older adults who participated in light to moderate aerobic park activity report being in a better mood after visiting parks;

Whereas parks and recreation facilities foster a variety of activities that contribute to a healthier United States, such as introducing injured military veterans and those with physical disabilities to physical activity, mobilizing urban communities to use chronic disease prevention practices, working with local school systems to develop science-based curricula to educate children on nutrition and activity, connecting children with nature, and combating obesity in youth;

Whereas the creation of places for physical activity, combined with information outreach, produced a 48.4 percent increase in the frequency of physical activity;

Whereas more than 75 percent of Unites States citizens use park and recreation facilities to maintain fitness and to remain socially interactive, which are critical to maintaining community cohesion and pride;

Whereas community recreation programs at park and recreation facilities provide children with a safe refuge and a place to play, which helps to reduce at-risk behavior such as drug use and gang involvement;

Whereas 69 percent of the Unites States population believes in local park and recreation services, which supports the idea that such parks and services should be funded by taxes and user fees;

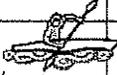
Whereas public parks and recreation facilities create enormous economic value through increased partnership, which improves the job base and the economic viability of the local economy, including business relocation and expansion in the community and increased tourism; and

Whereas parks and recreation facilities reduce fuel costs and commute times by providing a place close to home to relax, exercise, and reduce stress: Now, therefore, be it

*Resolved*, That the House of Representatives—

- (1) recognizes the great societal value of parks and recreation facilities and their importance in local communities across the United States;
- (2) recognizes and honors the vital contributions of employees and volunteers in park and recreation facilities; and
- (3) supports the designation of a 'National Park and Recreation Month'.



Sun	Mon	Tue	Wed	Thu	Fri	Sat
<p>1</p> 	<p>2</p> <p><b>Freeform Knitting!</b> 1 night class at the MCC 5:30pm—8:30pm!</p>	<p>3</p> <p>Enjoy a stroll through Mansfield Hollow State Park, visit the Mansfield Hollow Dam, and have a picnic lunch!</p>	<p>4</p> <p><i>Happy Fourth of July!</i> MCC 9—5pm BCP 12pm—6pm</p> <p><i>How sweet it is. James Taylor at Tanglewood! See Brochure for details!</i></p>	<p>5</p> <p><b>FREE—Concert on the MCC Green!</b> <i>Shaded Soul Band</i> 6:30—8pm</p>	<p>6</p> <p><b>Live Well!</b></p>  <p><i>Eat Healthy!</i> <i>Stay Active!</i></p>	<p>7</p> <p>Family Fun Night at the MCC! 4:30pm—7:30pm Visit the Storrs Farmers Market 3pm—6pm at the Town Hall Parking lot!</p>
<p>8</p> <p>Be picky! Find a local farm or orchard at <a href="http://www.pickyourtown.org">www.pickyourtown.org</a> and get some fresh fruits and veggies!</p> 	<p>9</p>  <p><i>Get your workout in and cool off by swimming laps at the MCC Pool!</i></p>	<p>10</p> <p>Launch a kayak at River-Park! Travel down the river to the Eagleville Dam. Be sure to wear life jackets and check the weather! Daily kayak rentals @ MCC!</p>	<p>11</p>  <p><i>Try something new! Look through our summer brochure and register for one of our fitness classes!</i></p>	<p>12</p> <p><b>FREE—Concert on the MCC Green!</b> <i>Mister G</i> 6:30—8pm</p> 	<p>13</p> <p>Beat the heat and come for a visit to the MCC! Swim in the pool, work out in the fitness area, shoot hoops in the gym!</p>	<p>14</p> <p>Mansfield's First Family Camp Out! Lion's Club Field 4pm—See Brochure!</p>
<p>15</p> <p>Go for an early morning jog, enjoy the cooler temps, and quiet roads trails. Your coffee and newspaper will be waiting for you!</p>	<p>16</p> <p>Visit the UCONN Dairy Bar for some of the best Ice cream in the area!</p> 	<p>17</p> <p>Find a recipe and try making your own homemade popsicles with the favorite natural juices that you kids love! <i>Bon Appetite!</i></p>	<p>18</p> <p>Take an early evening stroll through Mt. Hope Park off Rt. 89, a great place to enjoy easy hiking, pond life, and Mt. Hope River.</p>	<p>19</p> <p><b>FREE—Concert on the MCC Green!</b> <i>The Kerry Boys</i> 6:30—8pm</p>	<p>20</p> <p>Take the family for a trip through the UCONN horse and animal barns! A great place for kids!</p>	<p>21</p> <p>Family Fun Night at the MCC! 4:30—7:30pm A Whale of a Time for the Whole Family! A whale watch in Plymouth, MA. See Brochure!</p> 
<p>22</p> <p>Cool off at Bicentennial Pond. Swim, fish and let the kids play on the playground. Open Sat./Sun. noon-6pm. Mon-Fri noon-7pm.</p>	<p>23</p> <p>Register your kids for <i>Camp Mansfield</i>, where we "Make Happy Campers!" Registration ongoing for the summer!</p>	<p>24</p> <p><b>Shop Smart</b> (and eat well too!) Seminar—reading food labels, healthy choices, good cost! <b>FREE</b> to MCC members!</p>	<p>25</p> <p>Get Certified and learn how to save a life! ARC Adult CPR/AED Course! Held @ MCC 5pm—9pm</p>	<p>26</p> <p><b>FREE—Concert on the MCC Green!</b> <i>Kidsville Kukoo Review</i> 6:30—8pm</p>	<p>27</p> <p>Give your CAR a vacation day and ride your bike to work! A great start to your work day! Don't forget your helmet!</p>	<p>28</p> <p>CT Safe Boating and Personal Water Craft Course—one time life time certification! Held @ MCC 8:30am—4:30pm.</p>
<p>29</p> <p>Head to any one of our beautiful state beaches and cool off in Long Island Sound!</p>	<p>30</p> <p>Escape the heat! Walk on the indoor walking/jogging track at MCC! Family track hours are 12-10pm!</p>	<p>31</p> <p>Follow us on Facebook to find upcoming event information, specials, and promotions.</p>				



**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** Matt Hart, Town Manager *Matt*  
**CC:** Maria Capriola, Assistant to Town Manager; Leslie McDonough,  
Library Director  
**Date:** June 25, 2012  
**Re:** Mansfield Public Library Update

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**Subject Matter/Background**

As requested, at Monday's meeting Library Director Leslie McDonough will provide the Council with an update on the library's services and programs.

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**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** Matthew Hart, Town Manager *Matt*  
**cc:** Maria Capriola, Assistant to Town Manager; Mary Stanton, Town Clerk  
**Date:** June 25, 2012  
**Re:** Naming of Public Streets and Buildings in Storrs Center

---

**Subject Matter/Background**

As you are aware, the Town Council, at its March 26, 2012 meeting, authorized the Mayor to appoint an ad hoc committee to receive public input and recommend names to the Council for the Storrs Center streets and public structures.

The Ad Hoc Committee on Naming of Streets and Buildings, consisting of Mr. Ryan (Chair), Mr. Paulhus and Mr. Schaefer met on April 18<sup>th</sup>, May 2<sup>nd</sup>, May 16<sup>th</sup> and June 13<sup>th</sup> and reviewed over 35 suggested names.

The attached report of the committee outlines the process it used as well as the Committee's proposed recommendations.

Subsequent to the issuance of the committee's report, I reviewed the committee's recommendations with Mr. Howard Kaufman of LeylandAlliance. While Mr. Kaufman supports the committee's recommendations, he has informed me that the configuration of the residential neighborhood may change and that the street is likely to be a private street. I have reviewed this issue with Committee Chair Bill Ryan who agrees with me that Council's action to name Wilbur Cross Way would be premature at this point. Consequently, we have left the naming of that street out of the proposed resolutions set out below.

**Recommendation**

If the Council is in agreement with the Committee's recommendation the following resolutions are in order:

RESOLVED, effective June 25, 2012, to approve the recommendations of the Ad Hoc Committee on Naming of Streets and Buildings for the following names: C. E. Smith Way; Royce Circle; Bolton Road Extension; and the Nash-Zimmer Transportation Center, as presented on a map dated June 25, 2012.

RESOLVED, effective June 25, 2012, with the exception of the naming of Wilbur Cross Way, to approve the recommendation of the Ad Hoc Committee on Naming of Streets and Buildings for Village Street as presented on map dated June 25, 2012.

**Attachments**

- 1) Committee Report submitted by Mr. Ryan with Minority Report offered by Mr. Schaefer
- 2) Sketch of proposed Storrs Center public building and street names
- 3) Matrix of suggested names, qualifying contributions, and the name of the submitter
- 4) Minutes of the Ad Hoc Committee on Naming of Streets and Buildings

To: Mansfield Town Council

From: Council Ad Hoc Committee on Naming of Streets and Buildings (Chris Paulhus, Bill Ryan, Carl Schaefer)

Subject: Report of Ad Hoc Committee on Naming of Streets and Intermodal Transportation Center in Storrs Downtown Development

Date: June 17, 2012

The Ad Hoc Committee on Naming of Streets and Names met four times in the past two months for the purpose of providing the Council with recommendations for the naming of streets and the Intermodal Transportation Center in the Storrs Downtown development. We solicited suggestions from the public and ultimately received about 35 names from almost as many citizens of the town (list attached). Please refer to the attached map when reviewing our recommendations:

1. **Royce Circle** for the semi-circular street that surrounds the transportation center and garage (shown in pink on the map).
2. **Wilbur Cross Way** for the street that will serve as entry and exit for the condominium development (shown in purple on the map).
3. **C.E. Smith Way** for the street that fronts the Storrs Post Office (shown in orange on the map).
4. **Bolton Rd. Extension** for the short street that intersects Royce Circle (shown in green on the map).
5. **Village Street** for the street that connects Royce Circle with C.E. Smith Way.
6. **Nash-Zimmer Transportation Center** for the Intermodal Transportation Center and garage.

It should be noted that all of these recommendations were unanimous with the exception of Village Street which passed by a 2-1 margin. We have forwarded these names to our fire department and they have indicated that none of them present any problem.

Most of our time was spent in a discussion of the general philosophy we should assume in this task. We agreed that choosing more recent citizens of Mansfield was a very difficult task for the street names and one we decided to avoid. Distinguishing among many prominent and worthy persons, who volunteered for the Town in many capacities over the past 40 years or so, inevitably would create controversy and impossible-to-resolve disagreements about who was really most important. This led to a change of direction in which we decided to look at names from the Town's more distant history, and ultimately to the persons we have recommended. We felt that in naming of the Intermodal Transportation Center, however, it was proper to consider more recent citizens who played a role in modern public transportation in our Town.

The Committee would like to acknowledge and thank all of our fellow Town residents who participated in this process, particularly our Town Historian, Roberta Smith, and our recently-retired head of Planning

and Zoning, Rudy Favretti. Both brought information and ideas to us that were crucial in our decision-making process.

Some brief information about each of the persons recommended is shown below:

**Royce Circle** named after the Royce family. John Royce was one of the first settlers at Ponde Place (Mansfield Center) in 1692. He was a surveyor and among the 23 proprietors who signed Mansfield's Charter on October 30, 1703. He purchased a home lot in 1693 and served as a selectman during 1711, 1712, and 1717. His grandson, James Royce, Jr., was born on February 24, 1721 and died on January 10, 1800. In November, 1787 James Royce Jr. sold a piece of his land to the Town for a highway which became Dog Lane. However, the earliest date for its being called Dog Lane is in the July 1832 town records. James married three wives and had 11 children.

**Wilbur Cross Way** named after Wilbur Lucius Cross. Wilbur Cross was born in Mansfield in 1862. He graduated from Yale, received his Ph.D. in English Literature, was a professor of English at Yale and served as the first Dean of the Yale Graduate School. Mr. Cross wrote several books, including an account of his youth in Gurleyville. In 1930 he was elected the 71<sup>st</sup> Governor of Connecticut, serving from 1931 to 1939. Governor Cross died on October 5, 1948.

**C.E. Smith Way** named after Charles Emory Smith. Charles Smith was born in Mansfield on February 18, 1842. His family moved to Albany, New York in 1849. He was a recruiting officer on the staff of General John F. Rathbone, taught in the Albany Academy, served as editor of the *Albany Express*, the *Albany Journal*, and the *Philadelphia Press*, and was a regent of the University of the State of New York. From 1890 to 1892 he was United States minister to Russia. Mr. Smith was Postmaster General in the cabinets of Presidents McKinley and Theodore Roosevelt and did much to develop the rural free delivery system. In later life, Mr. Smith returned to Mansfield and lived in the yellow house in Gurleyville.

**Nash/Zimmer** named for Dennison Nash and Gary Zimmer. Both of these recently deceased men were interested in alternative means of transportation and advocated their positions in various forums and commissions in the Town.

**Village Street** was selected by a majority of the Committee as an appropriate name for the main street of this development and one which recognizes the creation of a new and vibrant section of our Town.

Minority Report – Carl Schaefer

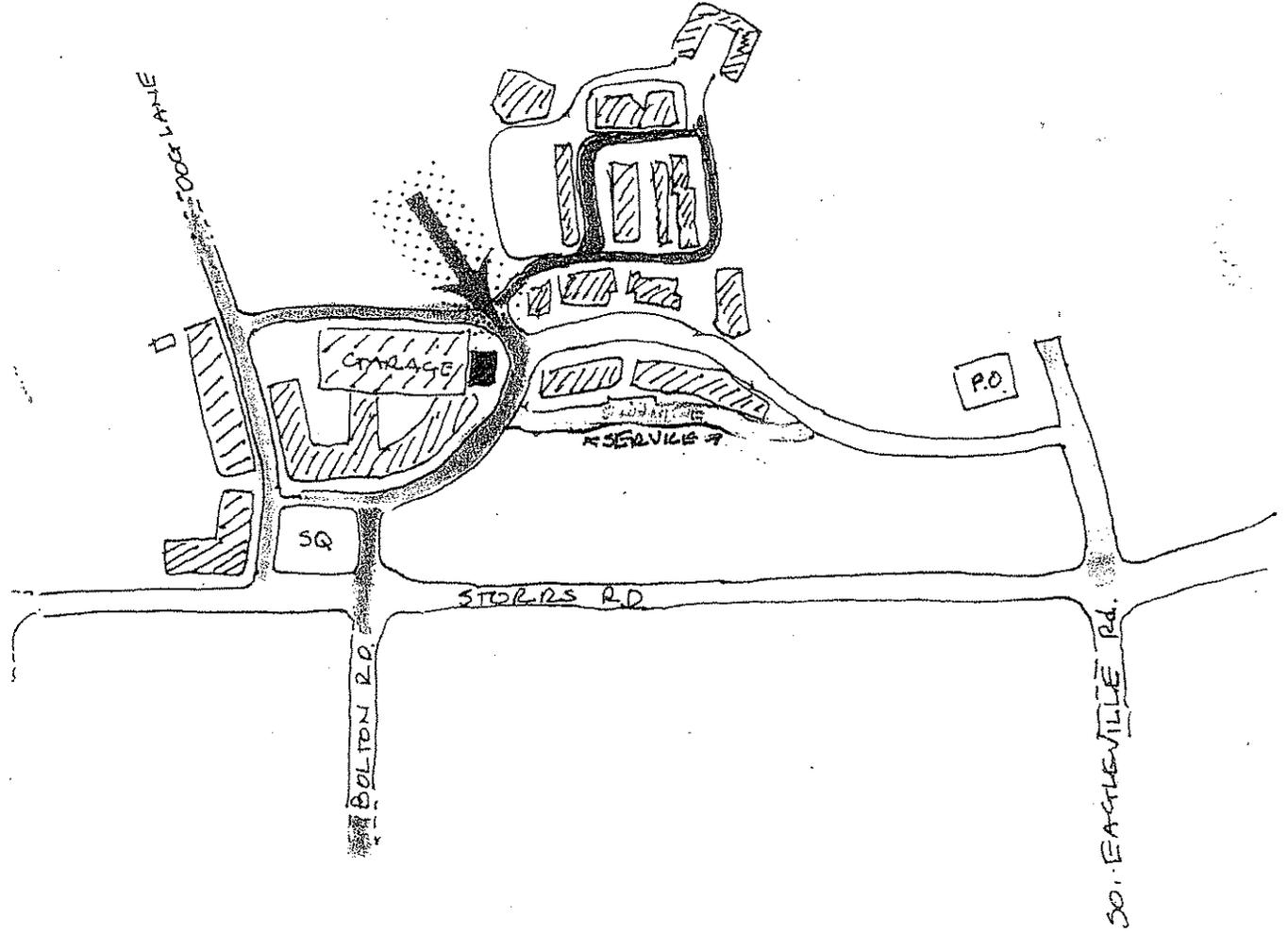
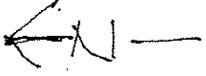
I object to "Village Street." As I have said before, I think it is cutesy and snarky: *cutesy* because we are not a true village but the name appears as though it were; *snarky* because a "snark" is a nonsense creature created by C.L. Dodgson\*: and, again, there is no village.

A village is not dominated by enormous stories of apartments (a village consists of homes) nor does it end in a huge monolith of a garage. Not so many years ago McDonald's in Mansfield was forced to lower the scale of their building. Now we have a "village" with towers higher than McDonald's. Clearly

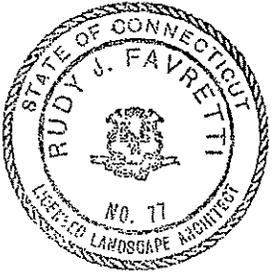
this is not a village, and, if we call it one, snickers (not Snickers) will be heard from here and even from there.

I WOULD SUGGEST "TOWN STREET," because that is what we planned.

\*in "The Hunting of the Snark," a poem.

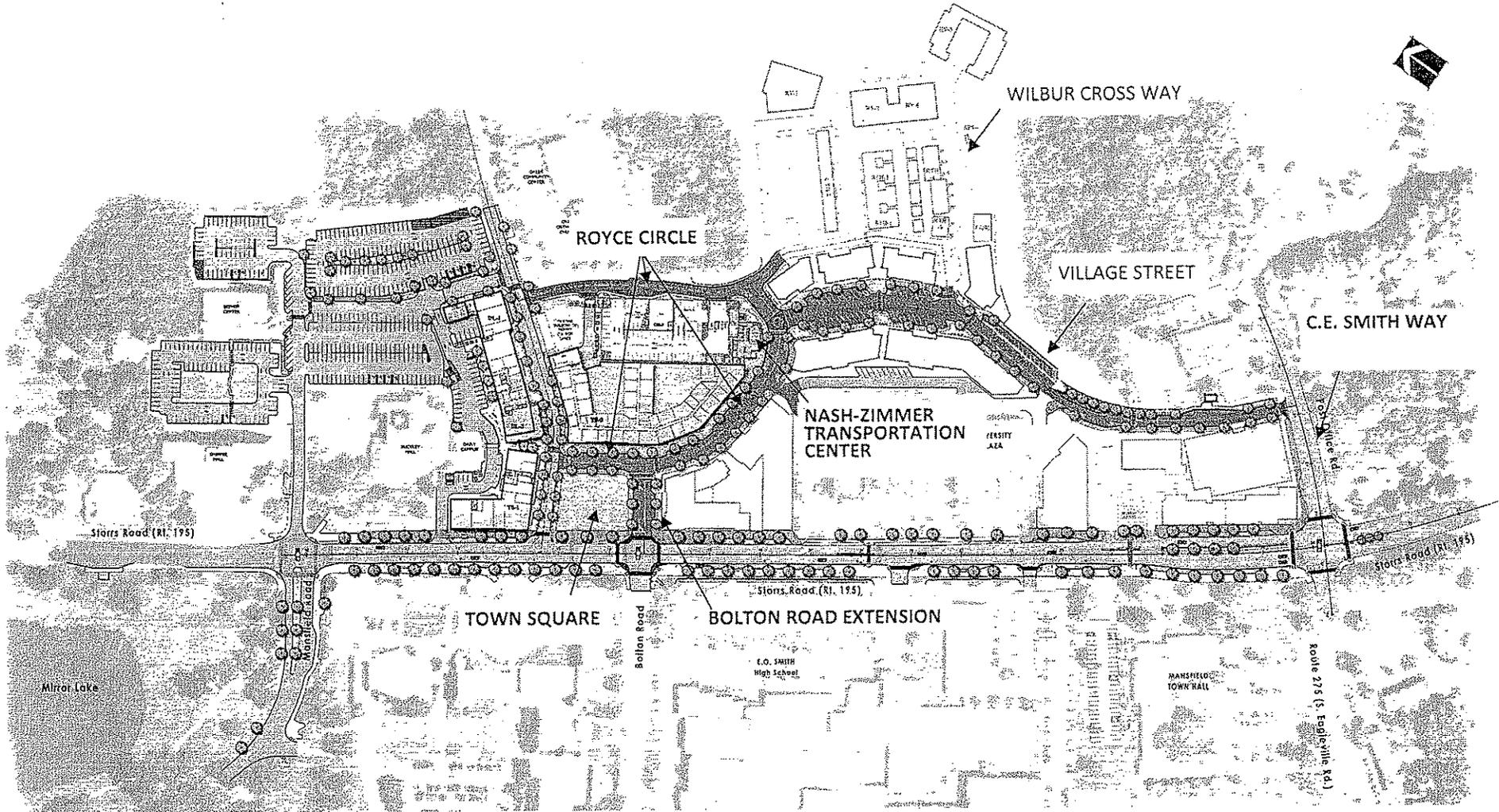


-72-



# STORRS CENTER ROADWAYS

-73-



Route 275 (S. Eagleville Rd.)

Name	Died	Contribution	Suggested by:
Smith, Charles Emory	1908	Postmaster General, US Ambassador to Russia, born and later lived in Mansfield	Rudy Favretti
Nash, Dennison	2012	Uconn professor of Anthropology, advocate for Wili/Mansfield bus service, Historic Dist, Transportation Committee	Terese Andrews, Francoise Dussart, Asha Shipman, Sally McBreaty, Merrill Singer
Sherwood, Mary	2001	first female forestor in US, advocate for preservation of Moss Sanctuary, Uconn Grad student	Roberta Coughlin
Henry or Harry Wong	1997	owners of Campus restaurant	Tim Page, Jane Moorhead
Pride, James	1987	art teacher EOSmith	Rachel Sherman, Ruth Moynihan, Jane Moorhead, Constance and Matthew Mattingly
Steinmeyer, Henry	2007	Uconn employee, Christmas tree farm owner	Lorene Steinway
Hodovan, Stephen	1974	Selectman	Francine Hodovan
Eaton, William		grew up in Mansfield, friend of Jefferson,	Pat Suprenant
Freeman, William Henry		early settler, Lt Col in Marines, owned 52 acres in area grandfather signed Mansfield's 1703	Roberta Smith
Gilman, Ralph DR		Town's Health Direcoter, local Physician, founding member of Windham Hospital	Bobbit Jane Ann, Honey Birkenruth, Leslie Rider Robarge
Royce, John		surveyor, one of first 3 settlers @ Ponde Place, son owned property which is now Dog Lane, selectman	Roberta Smith
Cross, Wilbur		born in Mansfield, governor	Carl Schaefer
Cazel, Fred A Jr	2012	Town Council, Mayor, Historic Society founder, JP	Joan Buck, TC members. MDTP
Rosen, William		Town Council, Aging Committee, advocate for independent/assisted living facility	Michael Taylor
Whitham George E	2002	Town Council, Bd of ED, Rg 19, WRPA, Transportation, CDAP	TC
Zimmer, Gary	2011	PZC, Agri Com, Town/Gown, Transortation Com, Solid Waste Adv	MDTP
Newmyer, JoAnn	2010	Town Council, Library Board, Friends of Lib	Carl Schaefer
Quinn, Timothy A	2011	Town Counci, Bd of ED, Bd of Assessment Appeals, Traffic Council, WRPA, Commission on Aging, Transit District, constable, musician	Chris Paulhus, cyanra Stites, Linda Tracy
Waugh, Edward E		Delegate to CT Constitutional Convention 1976, PZC, JP, Moderated many town meetings	Norma Stevens
Hill, George		Town Council, Mayor, Judge of Probate	Wendy Parker
Stephens Jack	2007	Design Review Panel	Dick Pellegrine
Hamill, Betsy	2011	Friends of the Library, Campership, Social Service	Dick Pellegrine
Lent, Loise	2011	ZBA, Chair of MRTC	Dick Pellegrine
Stearns, Willard	2003	Bd of Assessment Appeals	Dick Pellegrine
Streams, Hazel		Town Council, ZBA	Dick Pellegrine
Snow, Carl		donated blood	Dick Pellegrine
Passmore, Ed	2008	Town Council, MRTC, Fire Dept	Dick Pellegrine
Lerman, Sally	2005	ROV, Friends of the Library	Dick Pellegrine
Costello, Ann		Town Council, MRTC, Fire Dept	Dick Pellegrine
Hopkins, Harry	2001	Fire Dept	Dick Pellegrine
Markland, Cert		teacher	Dick Pellegrine
Corcoran, Ray		Bd of Tax Review	Dick Pellegrine
Klinck, Merl		Selectman	Dick Pellegrine
Cook, Judge		Probate Judge	Dick Pellegrine

Ad Hoc Committee on Naming of Streets and Building  
April 18, 2012

1. Call to Order

Councilor Bill Ryan called the first meeting of the Ad Hoc Committee on Naming of Streets and Buildings to order at 5:05 p.m. in Room C of the Audrey P. Beck Building. Present: Mr. Paulhus, Mr. Ryan and Mr. Schaefer. Mr. Schaefer moved and Mr. Paulhus seconded to appoint Mr. Ryan as the Chair of the Committee. The motion passed unanimously.

2. Review of Charge and Schedule from the Town Council

Members reviewed the charge given to the Committee at the March 26, 2012 meeting of the Town Council. Mr. Schaefer expressed interest in expanding the charge to include more areas of Town and not be limited to just the Storrs Center Project. This question will be asked of the Council.

3. Opportunity for the Public to Speak

Honey Birkenruth, Ball Hill Road, suggested Dr. Ralph Gilman be considered as a candidate. Dr. Gilman was the first general practitioner in Mansfield, the first full time physician at the University of Connecticut and a founder of the Windham Community Memorial Hospital. Ms. Birkenruth commented Dr. Gilman was a beloved physician to the community whose office, for many years, was on Dog Lane.

Steve Bacon, Wormwood Hill Road, spoke in favor of all three candidates who were recommended by the Mansfield Downtown Partnership's Planning and Design Committee and Board of Directors, especially Fred Cazel. Mr. Cazel was a member of the Town Council, serving as Mayor, a founding member of the Mansfield Historical Society and contributed land to both the Historical Society and Joshua's Trust. Mr. Bacon commented Mr. Cazel had the ability to calm a room full of different opinions and was a true gentleman who was devoted to the community. Mr. Bacon also spoke in support of the recommendation of Gary Zimmer. Mr. Zimmer was a member of the Planning and Zoning Commission during the development of the special design district for the Storrs Center Project and demonstrated a keen interest in alternative means of transportation. Mr. Bacon did not know Mr. Nash.

4. Review and Discussion of Legality of Process

The Town Clerk reported previously named buildings in the Town were approved by resolutions of the Board of Education and the Town Council. All street names will need to be reviewed by the Fire Marshal to confirm the proposed names are not too similar to existing ones.

5. Discussion of Committee Process and Procedure

Committee members agreed to establish basic criteria for nominations. The person under consideration must be deceased and have a record of public service in the community, either as an elected official or as a volunteer. Members will review the Mansfield

Chronology for additional candidates. At the April 23, 2012 Town Council meeting, Mr. Ryan will ask the Council for guidance regarding expanding the two naming opportunities suggested in the March 26, 2012 memo to the Council. Mansfield Downtown Partnership Director Cynthia van Zelm was asked about deadlines for recommendations. The bid for the intermodal center will be sent out on July 1, 2012 and the utility companies require roads are named prior to activating the power.

6. Determination of Methods for Seeking Public Input

Chairman Ryan will contact The Chronicle reporter and will prepare a press release which the Town Clerk will disseminate. The press release will also be posted on the Town's website, Channel 13 and will be sent to Q-Notify subscribers.

7. Review of Candidates Received to Date

The Committee reviewed the submitted candidates and asked that party affiliation and the name of the submitter be added to the list. Mr. Schaefer asked that Joann Newmyer be entered into consideration.

8. Items for Future Agendas

Future agendas will be determined in part by the response of the Council to the Committee's request to expand the charge.

9. Set Next Meeting Date and Time

The Committee agreed to set a tentative meeting date of May 2, 2012 at 5:00 p.m.

10. Opportunity for the Public to Speak

No additional comments were offered.

11. Adjournment

Mr. Paulhus moved and Mr. Schaefer seconded to adjourn the meeting at 6:05 p.m. The motion passed unanimously.

Respectfully submitted,

Mary Stanton  
Town Clerk

Ad Hoc Committee on Naming of Streets and Building  
May 2, 2012

1. Call to Order

Chair Bill Ryan called the meeting of the Ad Hoc Committee on Naming of Streets and Buildings to order at 5:05 p.m. in Room B of the Audrey P. Beck Building.

Present: Mr. Paulhus, Mr. Ryan and Mr. Schaefer

Mr. Schaefer moved and Mr. Paulhus seconded to approve the minutes of the April 18, 2012 meeting. The motion passed unanimously.

2. Opportunity for the Public to Speak

Rudy Favretti, Middle Turnpike, suggested the original name of Village Street be considered as the name conjures up the idea of a village which was the original intent of the concept presented to the Planning and Zoning Commission. Mr. Favretti quoted a famous planner who advocated not using the name of a person for a main thoroughfare but to reserve those names for secondary streets. He suggested using a descriptive name or a name of historical importance for some of the locations.

Macon Toledano, Leyland Alliance, stated the original idea was to name the main street in the project to reflect or define the experience of the place – the civic nature and prominence of the local street. The planners used the historical context of a New England village off the main thoroughfare (Storrs Road) which runs through the Town.

By consensus the members agreed to move Item 5, Discussion with Roberta Smith, Town Historian, as the next item of discussion.

3. Continuation of Discussion on Qualification Criteria

Members agreed to add an additional criterion, limiting each person to having only one public space named after them, to the list already established.

4. Discuss and Decide on Number of Streets to be Named

Members agreed to consider naming the following areas currently referred to as the Town Square, Village Street, South Eagleville Road Extension, Bolton Road Extension, the Intermodal Transportation Center and the road behind this facility.

5. Discussion with Roberta Smith, Town Historian

Ms. Smith urged the Committee to consider naming streets and areas after historical events and people too often forgotten. Ms. Smith suggested John Royce, one of Mansfield's earliest settlers, be considered. Mr. Royce was a surveyor whose son owned much of the land around Dog Lane. She will provide information on Mr. Royce to the Committee.

Mr. Ryan thanked Ms. Smith for her contribution to the discussion.

6. Review of Candidates Received to Date

Members briefly reviewed the names submitted by members of the public. Royce Square was suggested as a possible name for the Town Green area.

The name of Charles Emory Smith, who served as Postmaster General and Ambassador to Russia, was suggested as a name for the current South Eagleville Road Extension. Mr. Favretti will provide information on Mr. Smith to the Committee.

Mr. Schaefer, noting the Town currently has no recognition of the service of Wilbur Cross to the Town and State, suggested Cross Street as a possible name for the Bolton Road Extension.

Members discussed naming the main road through the project Village Street.

7. Other Business

No other business was discussed.

8. Set Next Meeting Date and Time

The Committee agreed to set the next meeting for May 16, 2012 at 5:00 p.m.

9. Opportunity for the Public to Speak

Macon Toledano again spoke in favor of using Village Street as a way of creating a civic center.

Cynthia van Zelm, Mansfield Downtown Partnership Director, spoke in support of the intermodal center being named after Gary Zimmer and Dennison Nash as they were both very interested in alternative transportation.

11. Adjournment

Mr. Paulhus moved and Mr. Schaefer seconded to adjourn the meeting at 6:15 p.m.

The motion passed unanimously.

Respectfully submitted,

Mary Stanton  
Town Clerk



**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** Matthew Hart, Town Manager *MWH*  
**CC:** Maria Capriola, Assistant to Town Manager  
**Date:** June 25, 2012  
**Re:** Fiscal Year 2012/13 CSEA Professional/Technical Wage Re-Opener

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**Subject Matter/Background**

As you know, the CSEA Professional/Technical collective bargaining agreement has a general wage increase re-opener provision for year three (FY 2012/13) of the contract. Management has reached a tentative agreement with the union, which has since been ratified by the union membership. The tentative agreement represents a two-percent (2%) general wage increase effective July 1, 2012.

**Financial Impact**

The recommended two-percent general wage increase for professional/technical employees totals \$46,425 or \$61,811 when all benefit costs<sup>2</sup> are included. The employer share of health insurance would increase by \$5,688 or 1.52%. As negotiated in the collective bargaining agreement, the employee cost share for health insurance will increase from 13% to 14% for the POE plan, and from 15% to 16% for the PPO plan. Overall, wage and benefit costs would increase by 1.93% for this employee group. Monies are available in the FY 2012/13 operating budgets to fund the recommended wage and benefit adjustments for Professional and Technical employees.

**Recommendation**

If the Town Council concurs with the Town Manager's recommendation, the following motion is in order:

*Move, to ratify the tentative agreement between the Town and CSEA, Local 2001, Professional/Technical employees for a two-percent (2%) general wage increase effective July 1, 2012.*

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<sup>2</sup> Social Security, Medicare, MERS (pension), life insurance, short and long-term disability insurance, health insurance

**Attachments**

- 1) Classification Plan – Professional and Technical Employees
- 2) Impact of General Wage Increase

**Town of Mansfield  
Classification Plan  
Professional/Technical  
Recommended Fiscal Year 2012/13**

Classification	Grade	FLSA	1/1/2012		Proposed - 7/1/2012	
			Min.	Max.	Min.	Max.
Asst. Animal Control Officer (PT)	10	NE	\$31,772	\$40,194	\$32,407	\$40,998
Library Assistant	10	NE	\$31,772	\$40,194	\$32,407	\$40,998
Receptionist	12	NE	\$34,823	\$43,994	\$35,519	\$44,874
Administrative Assistant	13	NE	\$36,558	\$46,205	\$37,289	\$47,129
Library Associate	13	NE	\$36,558	\$46,205	\$37,289	\$47,129
Assistant to the Assessor	14	NE	\$38,239	\$48,123	\$39,004	\$49,085
Finance Clerk	14	NE	\$38,239	\$48,123	\$39,004	\$49,085
Assistant to Collector of Revenue	15	NE	\$40,194	\$50,663	\$40,998	\$51,676
Assistant Town Clerk	15	NE	\$40,194	\$50,663	\$40,998	\$51,676
Planning & Community Development Asst.	15	NE	\$40,194	\$50,663	\$40,998	\$51,676
Recycling and Refuse Coordinator	15	NE	\$40,194	\$50,663	\$40,998	\$51,676
Public Works Specialist	16	NE	\$41,911	\$53,202	\$42,749	\$54,266
Animal Control Officer	17	NE	\$43,994	\$55,632	\$44,874	\$56,745
Payroll Administrator	17	NE	\$43,994	\$55,632	\$44,874	\$56,745
Administrative Services Manager	18	NE	\$46,205	\$58,281	\$47,129	\$59,447
Property Appraiser	18	NE	\$46,205	\$58,281	\$47,129	\$59,447
Member Services Coordinator	18	E	\$46,205	\$58,281	\$47,129	\$59,447
Housing Inspector	19	NE	\$48,123	\$61,150	\$49,085	\$62,373
Recreation Coordinator	19	E	\$48,123	\$61,150	\$49,085	\$62,373
Aquatic Director	20	E	\$50,663	\$64,164	\$51,676	\$65,447
Clerk of the Works	20	E	\$50,663	\$64,164	\$51,676	\$65,447
Recreation Supervisor	20	E	\$50,663	\$64,164	\$51,676	\$65,447
Senior Center Coordinator	20	E	\$50,663	\$64,164	\$51,676	\$65,447
Social Worker (Sr., Adult, Youth)	20	E	\$50,663	\$64,164	\$51,676	\$65,447
Zoning Enforcement Officer	22	NE	\$55,632	\$70,467	\$56,745	\$71,876
Project Engineer	23	E	\$58,281	\$73,866	\$59,447	\$75,343
Collector of Revenue	24	E	\$61,150	\$77,447	\$62,373	\$78,996
Youth Services Coordinator	25	E	\$64,164	\$81,101	\$65,447	\$82,723
Town Assessor	26	E	\$67,197	\$84,992	\$68,541	\$86,692
Assistant Town Engineer	26	E	\$67,197	\$84,992	\$68,541	\$86,692

Notes:

(PT) reflects part-time position; however salary ranges reflect full-time equivalent for purposes of this chart  
 Incumbent in Public Works Specialist position grandfathered at Grade 17  
 Incumbent in Housing Inspector position grandfathered at Grade 20

Town of Mansfield

Prof-Tech Employees - Impact of 2% Wage Increase for FY 12/13

Fiscal Year	Est. Salaries	FICA	Medicare	MERS	Longevity	Life Ins.	STD	LTD	Health Ins. (Town Share)	Total	% Change	\$ Change
FY 11/12 - Prof/Tech	\$2,317,465	\$143,683	\$33,603	\$273,229	\$25,075	\$7,509	\$12,658	\$13,441	\$374,287	\$3,200,950		
FY 12/13- Prof/Tech	\$2,363,890	\$146,561	\$34,276	\$278,703	\$25,075	\$7,659	\$12,911	\$13,711	\$379,975	\$3,262,761	1.93%	\$61,811
Difference	\$46,425	\$2,878	\$673	\$5,473	\$0	\$150	\$254	\$269	\$5,688	\$61,811		

Assumptions/Notes:

Per state mandate, MERS increased appx. .25% for FY12/13

Costs include all funds



**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** Matthew Hart, Town Manager *MWH*  
**cc:** Maria Capriola, Assistant to Town Manager  
**Date:** June 25, 2012  
**Re:** Fiscal Year 2012/13 Wage and Benefits Adjustment for Nonunion Personnel

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**Subject Matter/Background**

The Town Council establishes compensation for town employees on a fiscal year basis (July 1 through June 30). With respect to salary, the town pays regular nonunion personnel according to the Town Administrators Pay Plan, which is organized on a pay grade and step system.

The Personnel Committee reviewed and endorsed the following recommendations for changes to the compensation and benefits for regular, nonunion employees:

- **Wages.** Increase the pay rates in the Town Administrators Pay Plan by 2% beginning July 1, 2012 (see attached for revised salary ranges). The estimated impact (all funds) of the general wage increase is \$41,220/yr or \$57,090/yr when benefit costs are included (see attached).

This wage increase is consistent with changes tentatively agreed upon with the Professional and Technical bargaining unit. We are still negotiating a successor collective bargaining agreement with the Fire union and the wage re-opener with Public Works.

- **Health Insurance Cost Share.** Beginning July 1, 2012, increase employee share of premiums from 13% to 14% for the POE plan and from 15% to 16% for the PPO plan. No changes to plan design are recommended. Based on current plan selection and rates, collectively the employee contribution would increase by \$3,950 and the Town's contribution would increase by \$3,651 or 1.53%.
- **Retiree Medical Insurance.** Increase benefit for those employees retiring on or after July 1, 2012. Benefit would increase from \$205/month to \$210/month

(\$5/month or \$60/year per eligible participating retiree) for those employees retiring on or after July 1, 2012, consistent with that provided to the Professional & Technical bargaining unit.

- **Tuition Reimbursement.** Beginning July 1, 2012, increase reimbursement for education and training programs to \$1,250 per employee per year; this represents an increase of \$50/year for participating employees. The current amount is \$1,200 per employee per year.

Other benefits for regular, nonunion employees are recommended to remain the same as follows:

- **Payment in Lieu of Health Insurance for Retirees.** No changes are recommended to this benefit. Employees retiring on or after July 1, 2011 are eligible to participate in the payment in lieu of health benefits program for a benefit of \$1,740 per year if the participant is age 65 or older or Medicaid/Medicare eligible or for a benefit of \$2,520 per year if the participant is under age 65 and not Medicaid/Medicare eligible. The requirements of the retiree payment in lieu of health insurance program will apply.
- **Longevity.** No changes are recommended to this benefit. Longevity amounts are as follows: 6 years of service but less than 10 years, \$575; 10 years of service but less than 15 years, \$650; 15 years of service but less than 20 years, \$750; 20 years of service or more, \$900.

#### Financial Impact

The recommended two-percent general wage increase for regular nonunion employees totals \$41,120 or \$57,090 when all benefit costs<sup>1</sup> are included. This figure does include Council-approved reclassifications and FTE modifications, which increases the value of the wage and benefits adjustment to 2.11%. Employer health insurance costs would increase 1.53% or \$3,651. As stated above, the proposed increase in the Town contribution to retiree health insurance totals \$5 per month or \$60 per year per retiree, and the recommended increase to the tuition reimbursement program totals \$50 per year per eligible employee. These additional costs would be offset slightly by an increase in the employee health insurance cost share. Funds are available in the FY 2012/13 operating budgets to fund the recommended wage and benefits adjustments for regular nonunion personnel.

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<sup>1</sup> Social Security, Medicare, MERS (pension), life insurance, short and long-term disability insurance, health insurance

**Recommendation**

If the Town Council concurs with the Town Manager's and Personnel Committee's recommendations, the following motion is in order:

*Move, to approve the proposed recommendations to changes in compensation and benefits for regular non-union employees effective July 1, 2012, as presented by the Town Manager in his correspondence dated June 25, 2012.*

**Attachments**

- 1) Classification Plan - Nonunion Employees
- 2) Salary and Benefits Estimates

Town of Mansfield  
Classification Plan  
Non-Union  
Recommended Fiscal Year 2012/13

Classification	Grade	FLSA	Current - 1/1/2012		Proposed - 7/1/2012	
			Minimum	Maximum	Minimum	Maximum
Revenue Clerk (PT)	6	NE	\$30,876	\$37,033	\$31,494	\$37,774
Sexton (PT)	8	NE	\$34,010	\$40,741	\$34,690	\$41,556
Fitness Specialist (PT)	9	NE	\$34,881	\$43,690	\$35,579	\$44,563
Senior Svcs. Transportation Coordinator (PT)	9	NE	\$34,881	\$43,690	\$35,579	\$44,563
Administrative Assistant	10	NE	\$36,550	\$46,212	\$37,281	\$47,136
Weekend/Evening Supervisor (MOD) (PT)	11	NE	\$38,553	\$48,122	\$39,324	\$49,085
Administrative Analyst	12	NE	\$40,505	\$51,540	\$41,315	\$52,571
Building Inspector (PT)	12	NE	\$40,505	\$51,540	\$41,315	\$52,571
Construction Inspector (PT)	12	NE	\$40,505	\$51,540	\$41,315	\$52,571
Fire Inspector (PT)	12	NE	\$40,505	\$51,540	\$41,315	\$52,571
Human Resources Associate (PT)	14	NE	\$44,580	\$55,744	\$45,471	\$56,859
Early Childhood Services Coordinator (PT)	15	NE	\$45,804	\$59,489	\$46,720	\$60,679
Executive Assistant to Town Manager	15	NE	\$45,804	\$59,489	\$46,720	\$60,679
Accountant	15	E	\$45,804	\$59,489	\$46,720	\$60,679
Information Specialist*	15	NE	\$52,348	\$67,988	\$53,395	\$69,347
Assistant Fire Marshal/Asst. Emer. Mgmt Dir.	17	NE	\$50,477	\$65,646	\$51,487	\$66,959
Code Enforcement Officer	17	NE	\$50,477	\$65,646	\$51,487	\$66,959
Budget Analyst	18	E	\$52,980	\$68,873	\$54,040	\$70,250
Librarian	18	E	\$52,980	\$68,873	\$54,040	\$70,250
Natural Resources & Sustainability Coordinator	18	E	--	--	\$54,040	\$70,250
Network Administrator*	18	NE	\$60,549	\$76,465	\$61,760	\$77,994
Public Works Superintendent*	20	E	\$66,759	\$86,913	\$68,094	\$88,652
Accounting Manager-Treasurer	21	E	\$61,381	\$79,795	\$62,609	\$81,391
Assistant Director of Parks & Rec	22	E	\$64,460	\$83,745	\$65,749	\$85,419
Town Clerk	22	E	\$64,460	\$83,745	\$65,749	\$85,419
Fire Marshal/Emerg. Mgmt. Director	23	E	\$67,649	\$87,955	\$69,002	\$89,714
Director of Facilities Management*	23	E	\$77,313	\$100,520	\$78,859	\$102,530
Director of Building and Housing Inspection	24	E	\$68,057	\$95,243	\$69,418	\$97,147
Assistant Town Manager	25	E	\$71,469	\$100,120	\$72,899	\$102,122
Director of Human Services	25	E	\$71,469	\$100,120	\$72,899	\$102,122
Library Director	25	E	\$71,469	\$100,120	\$72,899	\$102,122
Fire Chief	26	E	\$75,122	\$105,089	\$76,625	\$107,191
Director of Parks and Recreation	26	E	\$75,122	\$105,089	\$76,625	\$107,191
Director of Planning	26	E	\$75,122	\$105,089	\$76,625	\$107,191
Director of Public Works/Town Eng.	29	E	\$86,841	\$121,612	\$88,578	\$124,044
Director of Finance	32	E	\$100,824	\$127,379	\$102,840	\$129,927

Notes:

\*40 Hour Week Employees, Salary Range Based on 40 hrs/wk

(PT) reflects part-time position; however salary ranges reflect full-time equivalent for purposes of this chart

Other

Police Officer

Library Assistant

Site Server

Town of Mansfield  
 NonUnion - Salary and Benefits Estimates

Fiscal Year	Est. Salaries	FICA or ICMA	Medicare	MERS	Longevity	Life Ins.	STD	LTD	Health Ins. (Town Share)	Total	% Change	\$ Change
FY 11/12 - Benefits Eligible	\$1,903,853	\$118,039	\$27,606	\$214,028	\$10,025	\$6,168	\$10,398	\$11,042	\$238,487	\$2,539,647		
FY 11/12 - Non-Benefits Eligible	\$157,144	\$4,191	\$2,279	--	--	--	--	--	--	\$163,613		
<b>Total</b>	<b>\$2,060,997</b>	<b>\$122,230</b>	<b>\$29,884</b>	<b>\$214,028</b>	<b>\$10,025</b>	<b>\$6,168</b>	<b>\$10,398</b>	<b>\$11,042</b>	<b>\$238,487</b>	<b>\$2,703,261</b>		
FY 12/13- Benefits Eligible	\$1,941,930	\$120,400	\$28,158	\$222,652	\$10,025	\$6,292	\$10,606	\$11,263	\$242,138	\$2,593,465	2.12%	\$53,817
FY 12/13 - Non-Benefits Eligible	\$160,287	\$4,275	\$2,324	--	--	--	--	--	--	\$166,886	2.00%	\$3,272
<b>Total</b>	<b>\$2,102,217</b>	<b>\$124,675</b>	<b>\$30,482</b>	<b>\$222,652</b>	<b>\$10,025</b>	<b>\$6,292</b>	<b>\$10,606</b>	<b>\$11,263</b>	<b>\$242,138</b>	<b>\$2,760,350</b>	<b>2.11%</b>	<b>\$57,090</b>
<b>Difference</b>	<b>\$41,220</b>	<b>\$2,445</b>	<b>\$598</b>	<b>\$8,624</b>	<b>\$0</b>	<b>\$123</b>	<b>\$208</b>	<b>\$221</b>	<b>\$3,651</b>	<b>\$57,090</b>		

1

Assumptions/Notes:

- Per state mandate, MERS increased appx. .25% for FY12/132
- Part-time non-benefits eligible employees participate in a FICA alternative plan administered by ICMA
- Longevity includes applicable taxes, amounts may vary slightly based upon employee anniversary dates/rentention.
- Costs include all funds
- Does not include estimates for temporary part-time inspectors

**PAGE  
BREAK**



**MANSFIELD ADVOCATES FOR CHILDREN**  
**Wednesday, May 2, 2012**  
Minutes

**Members Present:** F. Baruzzi (in at 6:07pm), G. Bent (co-chair), J. Boltseridge, P. Braithwaite, V. Fry, C. Guerreri, J. Goldman, K. Grunwald (staff), J. Higham, Y. Kim, K. Krider (staff), R. Leclerc, MJ Newman, E. Soffer Roberts, J. Stoughton (co-chair), E. Tullman and J. Woodmansee (staff),

**Regrets:** S. Anderson, L. Young, S. Daley

<i>WHAT (topic)</i>	<i>DISCUSSION</i>	<i>OUTCOME</i>
CALL TO ORDER	G. Bent called the meeting to order at 5:32pm	
CONSENT AGENDA	Approval of Minutes from the April 4, 2012.	<i>Motion:</i> E. Soffer Roberts moves to approve the 4/4/12 Minutes as written. J. Higham seconds and the motion passes unanimously.
NEW BUSINESS	<p><b>Presentation by Ande Bloom</b> – A. Bloom from the Yale Rudd Center gave a presentation regarding the marketing of food to children and its impact. The presentation included suggestions on how to make a difference.</p> <p><b>Succession of Co-Chairs</b> – K. Krider reported that elections for the co-chairs of MAC will be held in August. G. Bent is willing to continue on but J. Stoughton has decided not to. J. Stoughton and K. Krider are working on a succession plan which will include a job description. J. Stoughton noted that it makes a big difference in the amount of work to have co-chairs. It was also suggested that the succession plan include a continuous loop of leadership.</p> <p>C. Guerreri suggested that the collaborative consider if nominating individuals outside of MAC is allowed.</p>	
SCHOOL READINESS	<b>Update (WOTYC event and grant)</b> – K. Krider reported that the week of the Young Child has come and gone and that the child care centers participated in a paper doll project which are displayed in the case in Town Hall. In addition, K. Krider reported that an event was held at the library to celebrate the childcare workers.	

	<p>K. Krider reported that the School Readiness Grant is due on May 18<sup>th</sup> and that it is almost complete. She plans to hand deliver it to a liaison meeting on May 16<sup>th</sup>.</p> <p>K. Grunwald stated that the GMF Grant Application was completed and that it was a good, thoughtful application.</p> <p>K. Krider asked F. Baruzzi to discuss the Literacy portion of the Grant. F. Baruzzi stated that the letter of intent was written to request funding to offer a four week summer school program at one of the elementary schools for children identified on the K Inventory in need of extra help.</p> <p>C. Guerrerri added that this funding option is only available to the Option 1 communities and that in June GMF will select sites to visit based on the letters of intent and from the site visits will invite only certain communities to apply.</p>	
<p>WORK GROUP ORGANIZATION</p>	<p><b>Transportation</b> – K. Grunwald reported that the work group looked at the work plan and has started to develop the survey. He noted that they are attempting to keep the survey to one page and have a concern regarding the scope of the survey growing too quickly. One suggestion made was to list possible transportation locations rather than leaving the questions open ended.</p> <p>G. Bent reported that transportation concerns have been also been identified by the Commission on Aging and the Advisory Council for Persons with Disabilities and perhaps they can work together.</p> <p>F. Baruzzi suggested that the group look into running a pilot program on Wednesdays in the fall using school buses. He explained that two buses leave the town garage at mid-day and travel all the way up 195 towards Southeast School empty. These buses could pick up families along 195 and transport them to the library, do their preschool runs and then bring the families back upon their return to the town garage.</p> <p><b>Plan Rewrite</b> – K. Krider reported that she continues to locate a consultant to work with her.</p>	
<p>UPDATES</p>	<p><b>Playground Committee</b> – J. Higham reported that Design Day is coming up on Friday, May 4<sup>th</sup> and that everyone should have received their invitations. On Thursday the Committee will meet with representatives from Leathers and Associates. On Friday, Leathers and Associates will be in all three elementary schools to gather ideas regarding the design from the children and the design will be revealed later that night at the Middle School.</p> <p>K. Grunwald reported that he and Curt V. will be delivering a proposal to the Town Council in May to endorse the playground initiative and to request permission to move forward with the land acquisition. He noted there will be an</p>	

	<p>opportunity for Public Comment during this meeting.</p> <p><b>Community Connectedness</b> - J. Higham reported that her team met last night and determined that the timeline done for last years Grant application is no longer a useful tool. The team will be developing action plans based on the data.</p> <p><b>Health</b> – B. Braithwaite reported that she has been in contact with the Middle School nurse and starting to assemble the data needed to track BMI scores from K through 7<sup>th</sup> grade. She also has been in contact with the Discovery Coordinator from Coventry to obtain information on how they were able to gather their data.</p> <p>C. Guerreri suggested that the team get three cohorts.</p> <p><b>Successful Learners</b> – MJ Newman reported that Successful Learners will be meeting tonight after this meeting adjourns.</p>	
Adjournment	<p>The meeting adjourned at 7:05pm to give the teams and work groups time to meet.</p> <p>Next MAC Meeting, <b>Wednesday, June 6, 2012</b>  <b>5:00pm – 5:30pm</b> Arrival and Dinner  <b>5:30pm – 7:30pm</b> MAC Meeting  Next Executive Council meeting on <b>Wednesday, June 13, 2012</b>, 1:15pm – 2:45pm at Town Hall in Conference Room B</p> <p>Agenda topics: Please send to Kathleen at <a href="mailto:kriderk@mansfieldct.org">kriderk@mansfieldct.org</a></p> <p>Respectfully submitted,  Jillene B. Woodmansee  Assistant to the Early Childhood Services Coordinator</p>	

**“All Mansfield Children ages birth through 8 years old are healthy, successful learners connected to the community.”**



COMMITTEE ON COMMITTEES

May 10, 2012

Room B

1. CALL TO ORDER

The meeting was called to order by Peter Kochenburger, Chair of the Committee

Present: Peter Kochenburger, Chris Paulhus, Paul Shapiro

2. OPPORTUNITY FOR PUBLIC COMMENTS

No members of the public were in attendance

3. APPROVAL OF THE MINUTES

Mr. Shapiro moved and Mr. Paulhus seconded to approve the minutes of the April 9, 2012 meeting as presented. Motion passed unanimously.

4. COMMITTEE VACANCIES/APPLICATIONS

The Committee discussed whether there is a current vacancy on the Open Space Preservation Committee. The Town Clerk will confirm whether the current charge allows for 5 members and 2 alternates. Mr. Shapiro moved and Mr. Paulhus seconded to appoint Roberta Coughlin to the Open Space Preservation Committee for a term ending on 12/31/2014, if a full position is available, if not as an alternate for a term ending 12/31/2014, if that position is available. Motion passed unanimously.

The Town Clerk will check to see if Michael Kurland has already been reappointed to the EHHD.

Mr. Kochenburger moved and Mr. Shapiro seconded to recommend Jane Gonzalez to the Human Service Advisory Committee as a citizen representative. The motion passed unanimously.

Mr. Shapiro moved and Mr. Paulhus seconded to recommend Daniel Vitullo as the student representative to the Parks Advisory Committee as vacated by Ethan Avery. Motion passed unanimously.

Mr. Shapiro moved and Mr. Paulhus seconded to recommend Noah Lerman to the CATV Advisory Committee as the Library Representative. Motion passed unanimously.

Mr. Shapiro moved and Mr. Paulhus seconded to make the following recommendations to the Beautification Committee:

Isabelle Atwood for a term ending 6/30/2015,  
Brian Krystof for a term ending 6/30/2014,  
Patricia Maines for a term ending 6/30/2015,  
Jennifer Thompson for a term ending 6/30/2013,  
Frank Trainor for a term ending 6/30/2013,  
Carol Enright for a term ending 6/30/2014,  
Richard Norgaard for a term ending 6/30/2014.

The motion to recommend passed unanimously.

Mr. Paulhus moved and Mr. Shapiro seconded to recommend Bryan Kielbania to fill the remaining portion of Ed Wazer's term on the Agricultural Committee.

5. ADJOURNMENT

Mr. Paulhus moved and Mr. Shapiro seconded to adjourn the meeting at 8:50 a.m. Motion passed unanimously.

Mary Stanton, Mansfield Town Clerk

**MANSFIELD DOWNTOWN PARTNERSHIP  
BOARD OF DIRECTORS MEETING**

**Thursday, April 5, 2012  
Mansfield Town Hall  
Town Council Chambers  
4 S. Eagleville Road**

**4:00 PM**

**MINUTES**

Present: Steve Bacon, Harry Birkenruth, Matthew Hart, David Lindsay, Philip Lodewick, Frank McNabb, Toni Moran, Richard Orr, Betsy Paterson, Chris Paulhus, Alex Roe, Steve Rogers, Kristin Schwab, Bill Simpson and Ted Yungclas

Staff: Cynthia van Zelm, Kathleen Paterson, John Zaccaro

Guest: Macon Toledano with LeylandAlliance

**1. Call to Order**

Board President Philip Lodewick called the meeting to order at 4:05 pm.

**2. Opportunity for Public Comment**

There was no public comment.

**3. Approval of Minutes of March 1, 2012**

Bill Simpson made a motion to approve the minutes of March 1, 2012. Betsy Paterson seconded the motion. The motion was approved.

**4. Executive Director Report**

Cynthia van Zelm said the Town budget meeting is May 8 at 7 pm at the Mansfield Middle School. She said the budget includes a \$125,000 contribution from the Town to the Mansfield Downtown Partnership. Matt Hart said there is also funding from the Storrs Center Reserve (from permit fees and net tax revenue from the project) for code enforcement and to maintain the public infrastructure.

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Ms. van Zelm said the Annual Meeting is scheduled for June 14 at 6 pm at the Greek Center.

Ms. van Zelm said the Request for Qualifications for consultant to help the Board with strategic planning will go out early next week.

Kathleen Paterson, the Partnership's Special Projects Coordinator, reviewed the initial marketing plan for the businesses to open in Phase 1A this fall. She said most of the tenants who signed leases were in attendance at a meeting on March 21. Monica Quigley, Vice President for Sales and Marketing at LeylandAlliance, gave an overview at the meeting on the 21<sup>st</sup>. CT1 Media was also there to give a presentation of the target market. Finally, the Husky Bucks office at UConn gave an overview of Husky Bucks (a debit card that UConn faculty, staff, and students can use for purchases), which businesses in Storrs Center may want to implement.

Toni Moran asked if businesses will function as a unit. Ms. K. Paterson said the goal is to work with businesses on a regular basis including holding quarterly meetings with them as a group. Kristin Schwab said it will be important for the Advertising and Promotion Committee to work with the businesses.

Alex Roe made a motion to go into executive session pursuant to the applicable provisions of the Freedom of Information Act, particularly Connecticut General Statutes sections 1-200 (6) (E) and 1-210 (b) (5), to receive commercial or financial information not required by statute and given in confidence by the Storrs Center Master Developer's representatives. David Lindsay seconded the motion. The motion was approved.

## 5. Storrs Center Action Items

### **Executive Session pursuant to Connecticut General Statutes sections 1-200 (6) (E) and 1-210 (b) (5)**

Present: Mr. Bacon, Mr. Birkenruth, Mr. Hart, Mr. Lodewick, Mr. Lindsay, Mr. McNabb, Ms. Moran, Mr. Orr, Ms. Paterson, Mr. Paulhus, Ms. Roe, Mr. Rogers, Ms. Schwab, Mr. Simpson and Mr. Yungclas

Also Present: Mr. Toledano, Ms. van Zelm, and Mr. Zaccaro

The Board came out of Executive Session.

Ms. van Zelm reported that Paperback Trader and the Husky Greek Shop have relocated to other areas in Mansfield. She said Leyland will move its temporary address to the Paperback Trader location until the building is torn down.

Ms. van Zelm passed out the volunteer sign-up sheet.

## 6. Review and Recommendation of Revisions to Bylaws

Ms. van Zelm reviewed the proposed changes to the Bylaws. She said the only change from what the Board received at the March meeting was streamlining the process for the notification of the Annual Meeting so the agenda and any proposed Bylaws could be sent to the membership at the same time. The Nominating Committee reviewed this change at its meeting on March 12 and recommended the full set of changes to the Bylaws.

Bill Simpson made a recommendation to approve the changes listed below to the Mansfield Downtown Partnership's Bylaws for consideration of the Partnership's general membership at the Partnership's annual meeting in June. Ms. Roe seconded the motion.

### BYLAWS of MANSFIELD DOWNTOWN PARTNERSHIP, INC.

#### ARTICLE I

##### PRINCIPAL OFFICE AND REGISTERED AGENT

Section 1. Principal Office. The principal office of the Mansfield Downtown Partnership shall be at 4 South Eagleville Road, Town of Mansfield, Connecticut or such other location as the Board of Directors may approve from time to time. Except such books as may be kept by the Town of Mansfield at Mansfield Town Hall, books and records of the Partnership shall be accessible from the Principal Office.

#### ARTICLE IV

##### MEETINGS OF MEMBERS

Section 4. Notice of Meetings. Notice of the Annual Meeting and special meetings of the membership shall be mailed to each member, addressed to such member's residence or usual place of business, not less than twelve nor more than thirty days before the day on which the meeting is to be held, or sent by facsimile or electronic mail to such address or delivered to such member personally, not later than ten days before the day on which the meeting is to be held. Notice will

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also be placed on the Partnership's website not later than twelve days before the day on which the meeting is to be held and may also be sent to a local newspaper. Each such notice shall state the purpose or purposes of the meeting, the date, time and place of such meeting, and by whose order it was called. If a Bylaw change is to be acted upon, the proposed action must be described in the notice of the meeting. Notwithstanding the foregoing, the notice of a meeting, at which a Board of Directors approved Bylaws amendment is to be acted upon, may be included with the written notice and copy of the Bylaws amendment required to be mailed to each member at least 45 days in advance of such meeting under Article XVII below, and no further notice of such meeting shall be required.

## ARTICLE V

### BOARD OF DIRECTORS

Section 2. Number of Directors. The Board of Directors of the Partnership shall consist of up to nineteen members as described in this section. Three directors shall be appointed by the President of the University of Connecticut. Three directors shall be appointed by the Town Council of Mansfield, Connecticut. Three directors shall be appointed by the Mansfield Business and Professional Association. Three directors shall be *ex officio* with full voting powers, the Mayor of the Town of Mansfield (or the Mayor's designee); the President of the University of Connecticut (or the President's designee in addition to the President's appointed Directors); and the Chairperson of the Mansfield Business and Professional Association Executive Committee. Six directors shall be elected by the Partnership's members. One Director shall be an enrolled student at the University of Connecticut's Storrs campus (undergraduate or graduate, full-time or part-time) nominated by the Nominating Committee (see Article VI, Sec. 3) and appointed by the Board of Directors. The Partnership may, by amendment to these bylaws, either increase or decrease the number of Directors.

Section 3. Qualifications of Directors. All Directors shall be at least 18 years old and individual members of the Partnership in good standing.

Section 4. Term of Office. Each Director's term shall be three years, except that *ex officio* Directors' terms shall only end when they leave their respective offices and the term of the University of Connecticut student Director shall be one year from the date of appointment by the Board of Directors pursuant to Section 2 of this Article V. With the exception of *ex officio* Directors and the University of Connecticut student Director, Directors' terms of office shall be staggered so that one third of the terms expire each year. In addition to any shorter terms, no Director elected by the members may serve more than two consecutive three-year terms.

## ARTICLE VI

### COMMITTEES

Section 1. Executive Committee.

(a) Composition. There shall be an Executive Committee of the Board of Directors, the membership of which shall not exceed eight in number. Five of the members of the Executive

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Committee shall be the Partnership's President, Vice President, Treasurer and Secretary, and the Chair of the Finance and Administration Committee, *ex officio*. If the Mayor of the Town of Mansfield is not one of the five *ex officio* members of the Executive Committee, the Mayor shall be entitled to appoint one member of the Executive Committee (who may be the Mayor himself or herself) to serve at the pleasure of the Mayor. If the President of the University of Connecticut is not one of the five *ex officio* members of the Executive Committee, the President shall be entitled to appoint one member of the Executive Committee (who may be the President himself or herself) to serve at the pleasure of the President. There shall be one member-at-large, who shall be nominated by the President and approved by the Board of Directors. If at any time the foregoing provisions of this section do not fill all eight seats on the Executive Committee, any vacancy shall be filled by the Board of Directors.

#### EXHIBIT A

#### MANSFIELD DOWNTOWN PARTNERSHIP, INC. CONFLICT OF INTEREST POLICY

1. A conflict of interest may exist if a member of the Partnership's Board of Directors or of any Partnership committee, or a member of his/her immediate family, has a relationship with another person who, or organization which, does or seeks to do business with the Partnership as a developer, contractor, vendor, or otherwise; or who or which reasonably could benefit in a way different from general public benefit from a decision of, or from an action taken by, the Partnership. Partnership Board and committee members shall disclose all activities that might be reasonably seen as conflicts of interest within the meaning of the preceding sentence whenever a possible conflict appears, and annually thereafter so long as the facts creating the possible conflict exist.

In order that each decision of the Partnership's Board and committees shall be the decision only of Board or committee members who are free of conflicts of interest pertinent to the decision, the following procedures shall be followed:

- a. Every Partnership Board or committee member, immediately upon identifying a possible conflict or having the same called to his/her attention, shall disclose to the Board or the committee, as the case may be, having responsibility for making the decision at hand all essential facts pertaining to the possible conflict. (Such disclosure shall not, *per se*, constitute an admission that a conflict exists.)
- b. Unless the remaining Board or committee members, by vote recorded in the minutes of the meeting in which the vote occurs, unanimously determine that a conflict of interest does not exist, the subject Board member shall avoid any attempt to influence other Board or committee members, or Partnership employees, directly or indirectly, with regard to the matter at hand and shall absent himself/herself from the discussion and vote on the matter.
- c. Whenever the Partnership, by its Board or any committee, officer or employee, is overseeing the construction or improvement of any Town of Mansfield facility, or otherwise acting as municipal development agency for the Town of Mansfield, each Board or committee

member, officer and employee shall comply with the Town of Mansfield Code of Ethics (Mansfield Code Ch. 25), as amended from time to time.

d. Failure to comply with the above policy shall be grounds for removal from office.

2. Every Partnership decision to enter into any contract shall be presumed to be free of influence of any conflict of interest, *i.e.*, proper and fair to the Partnership and the public interest, if it is made in the ordinary course of business on terms no less favorable to the Partnership than those offered by the contractor(s) to third parties.

Rich Orr asked for clarification of when the Town Code of Ethics applies to the Partnership's Board and committee members and staff. John Zaccaro, Partnership attorney, confirmed that the Code only applies when the Partnership is acting as the municipal development agent for the Town. His recommendation is that a decision on disclosure of a potential conflict of interest to the Town be made on a case by case base when disclosure is made to the Partnership. The Partnership's conflict of interest policy requires disclosure to the Partnership regardless of whether it is acting as the municipal development agent for the Town.

Mr. Zaccaro said that there are some activities of the Partnership such as the *Festival on the Green*, Winter Fun Day, and membership development that are likely not municipal development agency functions.

Mr. Zaccaro confirmed that the Partnership complies with the current Town Code of Ethics.

The Board agreed that it will be important for Board members to disclose any potential conflict after the Bylaws are changed at the Annual Meeting. While Board members have disclosed potential conflicts in the past, the process should be set as a regular annual calendar notification as required in the current and proposed Bylaws. Mr. Orr suggested doing this annually at the July Board meeting. Mr. Zaccaro will work with Ms. van Zelm on a template for Board members to use.

Mr. Orr offered a friendly amendment and motion to the Bylaws as follows:

b. Unless the remaining Board or committee members, by vote recorded in the minutes of the meeting in which the vote occurs, unanimously determine that a conflict of interest does not exist, the subject Board member shall avoid any attempt to influence other Board or committee members, or Partnership employees, directly or indirectly, with regard to the matter at hand and shall ~~absent himself/herself from~~ **not participate in** the discussion and vote on the matter.

Mr. Bacon agreed with the suggestion and suggested that a person could remain in the room during the discussion but if the Board or Committee went into Executive Session, that person would need to leave the room (to be reflected in the minutes).

Mr. Simpson accepted Mr. Orr's amendment. The proposed changes were approved by the Board of Directors for recommendation to the full membership at the Annual Meeting.

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

Ms. van Zelm said that the Four Corners Committee did not meet this past month. The Committee is waiting to receive the DRAFT Environmental Impact Evaluation.

**8. Report from Committees**

Advertising and Promotion

Chair Kristin Schwab said the Committee is hoping to add new members, particularly some representatives from the businesses in Storrs Center.

Business Development and Retention

Chair Steve Rogers said the Committee will meet this month.

Festival on the Green

Chair Betsy Paterson said the Committee is meeting and has a commitment from the UConn band.

Finance and Administration

Chair Harry Birkenruth said the Committee is working on benchmarks for review of the Phase Business Plan for Storrs Center.

Mr. Birkenruth said the Committee will continue to review the directors and officers liability insurance limits.

He said the Committee discussed the Volunteer of the Year award and is waiting for suggestions from Committee chairs.

Membership Development

Chair Frank McNabb reported that membership renewal letters have resulted in 346 renewals and \$15,000 thus far.

He said the Partnership will have tables at the two performances of Bernadette Peters at the Jorgensen this month.

#### Planning and Design

Chair Steve Bacon said the Committee met with Sam Gardner, the Town's architect at Gregg Wies & Gardner, to conduct the final review of the intermodal transportation center design vis a vis the Sustainability Guidelines.

Mr. Gardner also reviewed some changes in the design of the outside of the intermodal transportation center that addresses budgetary and maintenance concerns.

#### **9. Personnel**

Mr. Lodewick passed out copies of Ms. van Zelm's evaluation which was conducted with the Executive Committee prior to the Board meeting. The Board and Ms. van Zelm discussed her evaluation.

#### **10. Adjourn**

Mr. Paulhus made a motion to adjourn. Mr. Lindsay seconded the motion. The motion was approved and the meeting adjourned at 6:10 pm.

*Minutes taken by Cynthia van Zelm*

**Tenth Annual/Business Meeting  
Mansfield Downtown Partnership, Inc.  
Wednesday, June 29, 2011  
7 PM**

**Center for Hellenic Studies Paideia  
28 Dog Lane, Mansfield, Connecticut**

**Minutes**

**1) Call to Order and Welcome**

President Philip Lodewick called the meeting to order at 7:05 pm. Mr. Lodewick thanked Ilias Tomazos for his generosity in providing the Center for Hellenic Studies Paideia again for the Partnership's Annual Meeting.

**2) Public Comment**

There was no public comment.

**3) Approval of Minutes from Annual Meeting – June 3, 2010**

Chris Kueffner made a motion to approve the June 3, 2010 minutes. Joyce Donohoo seconded the motion. The motion was approved.

**4) Annual Review of the Program and Year Ahead**

Mr. Lodewick made brief remarks as he had spoken previously at the groundbreaking. He saluted the Board of Directors and members for all their support of Storrs Center.

Mr. Lodewick recognized Mike Gergler with Wilcox & Reynolds and Bill Simpson with the UConn Co-op who have been sponsors of the Partnership since its inception. Mr. Lodewick presented Mr. Gergler and Mr. Simpson with recognition plaques.

**5) Election of Directors to the Mansfield Downtown Partnership, Inc., Board of Directors**

Mr. Lodewick reported that the Board was nominating Ted Yungclas to a three-year term on the Mansfield Downtown Partnership, Inc. Board of Directors. Mr. Lodewick asked if there were any nominations from the Floor. Hearing none, Henry Krisch made a motion to elect Ted Yungclas to a three-year term on the Board of Directors until June 30, 2014. Rich Schwab seconded the motion. The motion was approved.

Mr. Lodewick recognized outgoing Board members Gregg Haddad and Dean David Woods for their excellent years of service. A rendering of the Storrs Center project was presented to Mr. Haddad and Dean Woods.

**6) A.J. Pappanikou Volunteer of the Year**

Finance and Administration Chair Tom Callahan recognized Lynn Stoddard as this year's recipient of the A.J. Pappanikou Volunteer of the Year. Mr. Callahan said Ms. Stoddard was instrumental in putting together a grassroots group of

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supporters as the project encountered challenges and a declining economy. Ms. Stoddard said a few words, noting that she had a great team to work with as they worked to build momentum and support for Storrs Center. Ms. Stoddard was given a plaque of recognition.

Steve Bacon also recognized Ms. Stoddard who he said was the perfect match for leading a group of supporters. He also recognized Peter Millman's efforts, a previous Volunteer of the Year himself. On behalf of the Board, Mr. Bacon expressed gratitude for their work.

**7) Recognition of Mansfield Director of Planning Gregory Padick**

Mr. Bacon recognized Mansfield Director of Planning Greg Padick for his 30 years of service to the Town. He said it is rare to find someone who excels at the level of public service of Mr. Padick. Mr. Bacon noted Mr. Padick's exemplary work on behalf of Storrs Center. He was professional and fair minded in his work, while maintaining his objectivity. After a year of planning, the Planning and Zoning Commission approved the Storrs Center Special Design District unanimously, and Mr. Padick was instrumental in assisting the Commission with its review. Mr. Padick was given a plaque of recognition.

Mr. Padick said he was gratified that the goals of the Town's Plan of Conservation and Development, which planned for development in the Storrs Center area, came to fruition.

**8) Other**

Betsy Paterson announced that the *Festival on the Green* will be held in front of E.O. Smith High School due to the construction of Storrs Center. Activities include the Celebrate Mansfield Parade, juried art show, music headliner Slavic Soul Party!, and the marching bands from UConn and E.O. Smith High School. Ms. Paterson asked for sponsorships for the *Festival* and/or donations as none of the *Festival* expenses come from its operating budget. She thanked members in attendance for their support.

Mr. Bacon said his experience working with the Partnership and Storrs Center is that people in the Mansfield and University community care deeply about their community. He recognized Philip and Christine Lodewick for their great support and dedication to creating a downtown in Mansfield, noting Mr. Lodewick's long drive from Ridgefield to Mansfield to attend Partnership meetings. Their dedication to Mansfield is exemplary. Mr. Bacon presented the Lodewicks with a plaque of recognition. Mr. and Ms. Lodewick thanked Mr. Bacon for his comments. Mr. Lodewick recognized Mr. Bacon for Mr. Bacon's own long-term commitment to Storrs Center.

**9) Adjourn**

Hearing no other business, a motion was made by Mr. Schwab and seconded by Art Roberts to adjourn. The motion was approved and the Annual Meeting adjourned at 7:30 pm.

**TOWN OF MANSFIELD  
PERSONNEL COMMITTEE**

**Thursday, June 11, 2012  
Conference Room B, Audrey Beck Municipal Building  
Minutes**

Members Present: Deputy Mayor Toni Moran (Chair), Denise Keane, Paul Shapiro

Staff Present: Maria Capriola, Assistant to Town Manager, Matt Hart, Town Manager

The meeting was called to order at 6:03 p.m.

**1. PUBLIC COMMENT**

None.

**2. APPROVAL OF MINUTES**

The meeting minutes of 6/4/12 were moved as presented by Shapiro and seconded by Keane. The minutes were unanimously approved as presented.

**3. TOWN MANAGER PERFORMANCE REVIEW PROCESS/TIMELINE**

Discussion occurred as to the performance review instrument that should be used for the FY 11/12 evaluation. A draft form was reviewed; the draft form has approximately 40 +/- rating questions and used a four-point rating scale. The Committee reviewed potential questions that could be used in a 360 degree evaluation process. Frequency of the 360 degree evaluations and participants in the process were discussed. Revisions to the draft form, 360 degree evaluation questions, and the self-evaluation instrument will be reviewed at the next meeting.

Shapiro made the motion, seconded by Keane to adjourn the meeting. The meeting adjourned at 7:22 p.m. The next meeting is scheduled for Monday, June 18, 2012.

Respectfully Submitted,  
Maria E. Capriola, M.P.A.  
Assistant to Town Manager

MANSFIELD ZONING BOARD OF APPEALS – REGULAR MEETING  
MINUTES  
APRIL 11, 2012

Vice-Chairman Welch called the meeting to order at 7:00 p.m. in Conference Room B at the Audrey P. Beck Municipal Building.

Present: Members – Accorsi, Katz, Pellegrine, Welch

Alternate – Brosseau, Clauson, Scruggs

Absent: Member – Gotch

**ROGER MANNING – 7:00 P.M**

To hear comments on the application of Roger Manning for a Variance of Article VIII A to construct a 12' x 16' shed 10' from the front property line where 60' is required at 31 Higgins Hwy.

Mr. Manning showed pictures of his property after severe flooding. The placement of the shed was chosen due to its high elevation in an effort to protect it from future floods. He feels he has a hardship due to the topography of his land and the history of flooding.

A Neighborhood Opinion Sheet was received, showing no objections from abutters and neighbors.

**BUSINESS MEETING**

Pellegrine made a motion to approve the application of Roger Manning for a variance of Article VIII A to construct a 12' x 16' shed 10' from the front property line where 60' is required at 31 Higgins Hwy, as shown on submitted plan.

In favor of approving application: Accorsi, Clauson, Katz, Pellegrine, Welch

Reasons for approving application:

- Topography
- History of flooding

Application was approved.

APPROVAL OF MINUTES FROM FEBRUARY 8, 2012

Scruggs moved to approve the minutes of February 8, 2012 as presented, seconded by Pellegrine. All in favor.

ELECTION OF OFFICERS

A letter from Beverly Gotch, resigning as ZBA chairman, was accepted with regret.

Accorsi was nominated to serve as chairman. All in favor. Accorsi accepted nomination.

Scruggs was nominated to serve as secretary. All in favor. Scruggs accepted nomination.

ADJOURNMENT

Meeting was adjourned at 7:32 p.m.

Respectfully Submitted,

Sarah Accorsi, Secretary

MANSFIELD PUBLIC LIBRARY  
ADVISORY BOARD MEETING

MINUTES

Tuesday, March 13, 2012

Present: L. McDonough, S. Clark, C. Rees, H. Hand, D. Truman, T. Long

Absent: A. Bar-Shalom, J. Greene, B. Katz, E. Chibeau

- I. Call To Order: The meeting was called to order at 7:05. No visitors.
- II. Opportunity for Public Comment: There were no public comments.
- III. Communications: None.
- IV. Approval of Minutes for Dec. 13, 2011:
  - a. T. Long moved to approve, seconded by C. Rees. Approved unanimously with one abstention by T. Long.
- V. Schedule for remainder of 2012 (all to be held on Tuesday in the Program Room):
  - a. June 12, 2012
  - b. Sept. 11, 2012
  - c. Dec. 11, 2012

The possibility of being able to adjust meeting times in order to increase attendance was also discussed. S. Clark will check with the Town Manager regarding the legal and practical feasibility of this matter.
- VI. Librarian's Report:

Ms. McDonough reported that she has enjoyed a very positive orientation to the library and town.

  - a. We have contracted for E-Books via Overdrive. This is expensive and so has limited availability. Due to high demand from patrons, this is available right now to Mansfield residents only.
  - b. The town is applying for a grant that may cover new sinks and an additional entry button for the front door.
  - c. Our strategic plan expired in 2011. A policy review by staff and board during 2012 will enable us to create a new strategic plan.
- VII. Meeting Structure:
  - a. Sheila Clark is happy to continue on as Chair but is open to stepping aside if there are other members interested in chairing.
  - b. Review of Robert's Rules of Order
  - c. The category of New Agenda Items will be added to the meeting structure in the future. (D. Truman would like to discuss Amazon's donation policy for libraries at a future meeting.)
- VIII. Old Business: None.
- IX. Adjournment: The meeting was adjourned at 7:34. D. Truman moved to adjourn, seconded by C. Reese.

Approved June 12, 2012

Historic District Commission

Minutes

Meeting Tuesday, May 8, 2012

The meeting convened at 8:05 pm

Members Present: A. Atwood, A. Bacon, D. Spencer, L.D. Minearo, G. Bruhn

The public hearing for the St. Martin's project (construction of a residence on the Burnham property in Mansfield Centre Historic District), which was held on April 24 was reviewed. No members of the public were present. The project was approved as presented, with the condition that no vinyl siding be used on the side facing Storrs Road, and the window on that same side of the building will have inserts for lights. A certificate of appropriateness was granted, and G. Bruhn conveyed this information to the Town Building Dept.

Old Business:

Minutes of the April meeting were approved.

Suggestions for new alternate members were discussed and will continue to be considered.

The meeting concluded at 8:50 p.m.

Respectfully submitted,

Gail Bruhn,  
Chair

**TOWN OF MANSFIELD  
PERSONNEL COMMITTEE**

**Thursday, June 4, 2012  
Conference Room B, Audrey Beck Municipal Building  
Minutes**

Members Present: Deputy Mayor Toni Moran (Chair), Denise Keane, Paul Shapiro

Other Council Members Present: David Freudman

Staff Present: Maria Capriola, Assistant to Town Manager

The meeting was called to order at 6:00 p.m.

**1. PUBLIC COMMENT**

None.

**2. APPROVAL OF MINUTES**

The meeting minutes of 4/16/12 were moved as presented by Shapiro and seconded by Keane. The minutes were unanimously approved as presented.

**3. CLASSIFICATION OF NONUNION POSITION**

Capriola provided an overview of the classification analysis conducted for the Revenue Clerk position. Shapiro made the motion, seconded by Keane to, "Move, effective June 18, 2012, to endorse creating the classification of Revenue Clerk and setting the pay grade for the Revenue Clerk position at grade 6, salary range of \$16.90/hr-\$20.27/hr of the town administrators pay plan." Shapiro accepted a friendly amendment from Moran to change the date in the motion to "June 4<sup>th</sup>." The friendly amendment to the motion was accepted. The motion passed unanimously as revised.

**4. TOWN MANAGER PERFORMANCE REVIEW PROCESS/TIMELINE**

Discussion occurred as to the performance review instrument that should be used for the FY 11/12 evaluation. A draft form will be prepared with the 40 +/- rating questions previously discussed, using a four-point rating scale. The Committee will involve Mr. Hart in preparing a form and process at future work sessions (June 11<sup>th</sup>, June 18<sup>th</sup>). The Committee would like to use components of a 360 degree evaluation process. Frequency of the 360 degree evaluations, participants in the process, and the facilitator for the process were discussed.

The meeting adjourned at 6:50 p.m. The next meeting is scheduled for Monday, June 11, 2012.

Respectfully Submitted,  
Maria E. Capriola, M.P.A.  
Assistant to Town Manager

**HOUSING AUTHORITY OF THE TOWN OF MANSFIELD**  
**REGULAR MEETING MINUTES**  
Housing Authority Office  
May 17, 2012  
8:30 a.m.

Attendance: Mr. Long, Chairperson; Mr. Simonsen, Vice Chairperson; Mr. Eddy, Secretary and Treasurer; Ms Hall, Assistant Treasurer; Kathleen Ward, Commissioner; and Ms Fields, Executive Director.

The meeting was called to order at 8:35 a.m. by the Chairperson.

**MINUTES**

A motion was made by Mr. Eddy and seconded by Ms Ward to accept the minutes as amended of the April 19, 2012 Regular Meeting. Motion approved unanimously.

A motion was made by Ms Ward and seconded by Mr. Eddy to accept the April 19, 2012 Executive Session Notes as amended. Motion approved unanimously.

**COMMENTS FROM THE PUBLIC**

None

**COMMUNICATIONS**

None

**REPORTS OF THE DIRECTOR**

**Bills**

A motion was made by Mr. Simonsen and seconded by Ms Ward to approve the April bills. Motion approved unanimously.

**Financial Reports –A (General)**

A motion was made by Mr. Simonsen and seconded by Ms Ward to approve the March Financial. Motion approved unanimously.

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

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

**REPORT FROM TENANT REPRESENTATIVE**

**Human Services Advisory Committee**

Mr Eddy reported that there was a discussion on whether or not the current services were adequate. The discussion centered on medical care.

**Dog Excrement Policy**

A Policy Committee meeting needs to be set up. Ms Fields will try to do so in the next month.

**Commission on Aging**

Mr. Eddy reported that he sent out a memo to all Wrights Village residents requesting anyone who might be interested in representing Wrights Village on

the Commission to please contact him. To date, he has not received any response.

#### **General Reports**

An appliance issue was brought by the Tenant Representative and the Board is satisfied that ongoing efforts to resolve it are adequate.

### **AD HOC COMMITTEE REPORTS**

#### **Affordable Housing Committee**

The committee has not met. Ms Fields stated that she would like to address the Board in Executive Session.

#### **Executive Session**

Ms Fields raised several issues which are subject to privileged communications. The Chairman responded that the issues should be considered in executive session.

A motion was made by Mr. Eddy and seconded by Ms Ward to invite Ms Fields to the Executive Session and to go into Executive Session at 9:45 a.m.

The Board came out of Executive Session at 10:15 a.m.

### **UNFINISHED BUSINESS**

#### **Legal Updates**

Ms Fields reported that all legal updates were addressed in the previous Executive Session.

#### **Section 8 Housing Assistance Payments and Administrative Fees Letter**

Ms Fields reported that a letter was sent to all pertinent parties regarding the use by HUD of Housing Authority Reserves in funding the Housing Assistance Payments for 2012 as well as the significant reduction in Administrative Fees. Ms Fields shared the letter with the Board.

#### **Holinko Estates Site Improvement Project**

Ms Fields stated that the majority of the project has been completed. When the weather warms up and is drier, the contractor will seal coat and strip the parking area.

### **NEW BUSINESS**

#### **Section 8 Coordinator Training**

Ms Fields reported that Ms Love needs to complete both the HCV Specialist and the Housing Quality Standards (HQS) training. Ms Fields requested approval to have Ms Love attend the HCV Specialist training in Atlanta GA in August and the HQS training in Springfield MA in September. The five (5) day training in GA will cost approximately \$2,800 inclusive of the training, exam, travel, hotel and food. The three (3) day training in MA will cost approximately \$1,000 inclusive of the training, exam and transportation. Ms Fields asked that the Board approve the expenditures.

A motion was made by Mr. Eddy and seconded by Ms Hall to approve no more than \$4,000 for the HCV Specialist and the HQS Training. Motion approved unanimously.

### **Holinko Estates - Refrigerator Replacement**

The tenant who had previously requested a new stove as part of our Stove and Refrigerator installation program is now requesting a refrigerator. She had requested the stove in January. Her refrigerator was not in good shape and she was had made repairs previously. The Housing Authority's current Stove and Refrigerator installation program only installs new Landlord owned stoves and refrigerators when a tenant moves out. The tenant is asking for an exception because of limited finances due to a death in the family.

A motion was made by Mr. Simonsen and seconded by Ms Hall to grant this limited exception to purchase a new refrigerator for this unit and to maintain the original rule for replacement. The new refrigerator will be the property of the Housing Authority. The tenant will be responsible for the cost of disposal of their refrigerator. Motion approved unanimously.

### **MEETING DATE CHANGE**

It was agreed that the June 21, 2012 Regular Meeting would be changed to June 20, 2012.

### **OTHER BUSINESS**

None

### **ADJOURNMENT**

The Chairperson declared the meeting adjourned at 10:38 a.m.

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Dexter Eddy, Secretary

**Approved:**

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Richard Long, Chairperson

**HOUSING AUTHORITY OF THE TOWN OF MANSFIELD**  
**EMERGENCY MEETING MINUTES**  
Housing Authority Office  
June 6, 2012  
1:00 p.m.

Attendance: Mr. Long, Chairperson; Mr. Simonsen, Vice; Mr. Eddy; Secretary and Treasurer; Ms Hall, Assistant Treasurer was excused; Ms Kathleen Ward, Commissioner was excused; and Ms Fields, Executive Director.

The meeting was called to order at 1:06 p.m. by the Chairperson.

**NEW BUSINESS**

**DECD Pre-development Loan Application**

**Executive Session**

Ms Fields requested that the issues to be discussed should be subject to privileged communications. The Chairman responded that the issues should be considered in executive session.

A motion was made by Mr. Simonsen and seconded by Mr. Eddy to invite Ms Fields to the Executive Session and to go into Executive Session at 1:07 p.m.

The Board came out of Executive Session at 1:28 p.m.

A motion was made by Mr. Simonsen and seconded by Mr. Eddy to authorize Rebecca M. Fields, Executive Director, to file a Pre-Development Loan Application on behalf of the Authority with the Connecticut Department of Economic and Community Development in order to seek pre-development funding leading to acquisition of a property as discussed in the Executive Session. Motion approved unanimously

**Liberty Bank CD**

Ms Fields requests the Board approve, should it be required, the opening of a Certificate of Deposit ("CD") at Liberty Bank and the transfer of \$50,000 from a Housing Authority money market account into this CD.

A motion was made by Mr. Simonsen and seconded by Mr. Eddy to approve opening a CD and transferring \$50,000. Motion approved unanimously.

**ADJOURNMENT**

The Chairman declared the meeting adjourned at 1:38 p.m.

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

Approved:

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

Town of Mansfield  
Town Council Ordinance Development and Review Subcommittee for the proposed Parking Regulation  
revisions and new Traffic and Parking Ordinance  
Minutes of the Meeting – March 7, 2012

Present: Council members: Shapiro, Paulhus & Ryan; Hultgren (staff), O'Brien (Town Attorney)

The meeting was convened at approximately 4:35 PM in Conference Room B of the Town Office Building. Shapiro was elected chairperson by acclamation.

Hultgren explained the development process for the proposed regulations to regulate parking in the Storrs Center area (revisions to Chapter A-198 of the Town's regulations) and the proposed ordinance to allow for the enforcement of all Town parking regulations via hearing officers and the courts (a new, two-article ordinance to be known as Chapter 182).

Shapiro asked about signs posted by a member of the Storrs Center parking Cooperative. Hultgren said that while no specific standards for signs were included in the regulations, these could be added at a later date. He said that signage could also be covered in the training for special constables that will be required.

Discussion ensued from all present about the process that the Town Manager would use to remove a constable and whether this should be included in the regulations or not. (Current wording says that a special constable may be removed for cause). O'Brien will look at the enabling statute and report on the advisability of adding more process language.

After discussion of whether or not a special constable would have the power to enforce parking on property not under his/her control, O'Brien was directed to draft additional language outlining the specific authority of special constables for section A-198-5a D.

Ryan suggested eliminating the phrase "in any year" from the applicable sections in both the regulations and ordinance.

O'Brien explained the reasoning behind having a new ordinance (Chapter 182) similar to the ordinances already adopted to enforce fines in other areas the Town assesses.

Some discussion on the hearing officers took place. O'Brien said that a manual and session reviewing it would be held in the near future with the Town's 3 existing hearing officers.

Shapiro suggested either adding the length of time persons have to pay their fines to the ordinance or referencing the section in the regulations that specifies this time period.

O'Brien and Hultgren will redraft the regulations and ordinance to incorporate the above suggestions and circulate it to committee members prior to the next meeting, which will be set after the changes are completed and distributed.

The meeting was adjourned at approximately 5:35 PM.

Respectfully submitted,

Lon Hultgren  
Director of Public Works



CEMETERY COMMITTEE MINUTES

March 21, 2012

3:30 pm

ROOM B

AUDREY P. BECK BUILDING

Present: Isabelle Atwood (Chair), Rudy Favretti, Barry Burnham, Keith Wilson

Staff present: Mary Stanton, Mary Landeck (Sexton), Lon Hultgren

- Mr. Favretti moved and Mr. Burnham seconded to approve the minutes of the 9/21/2011 meeting. The motion to approve passed unanimously.
- Sexton Mary Landeck reviewed the activities in the cemeteries and updated members on the progress she is making on the cemetery records of the Town. Committee members agreed to the following actions:
  - ✓ The Sexton will contact John Clark to fix the ruts made last winter in the Gurley Cemetery and the Town will send a crew to smooth out soil along the side of the road.
  - ✓ The Town will deliver loam to the Gurley and Mansfield Center Cemeteries.
  - ✓ Grant Meitzler will determine the parameters of Mr. Thompson's grave sites and the Sexton will forward that information to him.
  - ✓ The Sexton and Town Clerk will outline the general specifications for surveying work to be done indentifying graves in the lower section of the Gurley Cemetery. Quotes for the work will be solicited from local surveying companies.
  - ✓ The Sexton will contact Jonathan Appell to work on stones in Woodland, Riverside, Rockridge, Codfish Falls and Wormwood Hill cemeteries.
  - ✓ The Town Crew will address tree issues in Riverside, Rockridge cemeteries and fill in sink holes in the Mansfield City Road (Jacob) cemetery.
  - ✓ The Sexton will write a list of specifications for a Request for Proposal outlining the required procedures for grave diggers.
- Maintenance Schedules and Issues  
Discussed in the Sexton's Report
- Restoration  
Discussed in the Sexton's Report
- Other  
Committee members thanked Sexton Mary Landeck for all her work.  
Mr. Hultgren will check to see if the sonar work has been plotted.

The meeting adjourned at 4:45 P M

Mary Stanton, Town Clerk

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**PLANNING AND ZONING COMMISSION  
TOWN OF MANSFIELD**

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

Item #12

To: Town Council  
From: Planning and Zoning Commission  
Date: Tuesday, June 19, 2012  
Re: 8-24 Referral: LaGuardia Lane/Quiet Meadow Subdivision

At a meeting held on 6/18/12, the Mansfield Planning and Zoning Commission adopted the following motion:

"That the PZC notify the Town Council that the proposed acquisition of the LaGuardia Lane Property would promote Mansfield's Plan of Conservation and Development through protection of interior forest and improved access to existing preserved open space."

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

## PRESS RELEASE

POC: Sara-Ann Bourque, (860) 429-3336 x5

June 19, 2012

### Mansfield Water Workshop

At 6:00 PM on July 12, 2012, the Mansfield Town Council will host a workshop on water supply issues. The workshop will be held in the Council Chamber of the Audrey P. Beck Municipal Building. Topics for discussion include the regulation of public water supply, water quality, aquifer protection, land use and governance, as well as related subjects. State and local regulatory officials will conduct the presentations on these topics, and the session will feature a question and answer period. Members of the public and town officials and committee members are encouraged to attend.

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## Major New Laws Affecting Towns - 2012

COST provides small towns with a big voice at the state Capitol - thanks to the involvement of our members and the dedication of our staff. We actively lobby a wide range of legislation affecting municipalities and work to keep you informed every step of the way. The following is a summary of major bills adopted this session, which are awaiting final action by the Governor.

### Education Reform

*COST successfully opposed provisions in the education reform bill that would have forced consolidation of small school districts and required local and regional school districts to send scarce resources to charter schools. Fortunately, these provisions were dropped early on in negotiations. A diverse group of stakeholders reached agreement on a comprehensive education reform bill:*

**SB-458 - AN ACT CONCERNING EDUCATION REFORM** - This bill makes major changes to: 1) increase ECS funding by \$50 million, with \$39.5 million targeted to "Alliance Districts" that have been identified as poorly performing, although 136 towns will see some increase in their grant; 2) increases access to early childhood education by funding 1,000 new slots; 3) requires school districts to evaluate teachers and administrators every year using new evaluation and support programs; 4) allows districts to terminate teachers or administrators if evaluations find them to be ineffective and they fail to successfully complete a remediation plan; 5) streamlines teacher termination hearings; 6) increases per pupil grants for school choice programs, including charter and magnet schools and certain agricultural and technology programs; 7) strengthens teacher preparation programs; and 8) revamps professional development requirements. The bill also: 1) allows a town to reduce its Minimum Budget Requirement (MBR) for FY 13 by up to 0.5% of its FY 12 budgeted appropriation for education to reflect half of any new savings from (a) a regional collaboration or cooperative arrangement with one or more other districts or (b) increased efficiencies within its school district, as long as the savings can be documented and the education commissioner approves; or 2) Allows a district with no high school and that is paying for fewer students to attend high school outside the district to reduce its budgeted appropriation for education by the full amount of its lowered tuition payments, for both FY 12 and FY 13. **Status: Signed by the Governor.**

### Municipal Aid

*COST applauds Governor Dannel P. Malloy and lawmakers on both sides of the aisle for preserving current levels of municipal aid during difficult budgetary times. Although all funding for the Town Aid Road program was cut from the budget, COST was instrumental in ensuring that TAR funds were included in the bond package:*

**HB-5557 - AN ACT MAKING ADJUSTMENTS TO STATE EXPENDITURES FOR THE FISCAL YEAR ENDING JUNE 30, 2013** - Maintains level funding for the Pequot Mohegan grant program and PILOTs for Colleges and Hospitals and State Owned Property. To address the budget shortfall, Town Aid Road funding of \$30 million per year was moved from the General Fund to the bond package.

**SB-25 - AN ACT AUTHORIZING AND ADJUSTING BONDS OF THE STATE FOR CAPITAL IMPROVEMENTS, TRANSPORTATION AND OTHER PURPOSES** - Includes \$30 million for the Town Aid Road program and \$25 million to establish energy microgrids to support critical municipal infrastructure. Amounts included in the bond package adopted last year remain unchanged: \$30 million per year for LoCIP; \$20 million per year for STEAP and \$94 million in general obligation bonds in FY 13 for Clean Water Fund grants and up to \$471.78 million in revenue bonds in FY 12 and FY 13 for Clean Water Fund loans.

#### Storm Preparedness & Response

*A number of COST member towns were hit hard by one or both storms and struggled to work with the state and utilities to respond to power outages and clear debris and fallen tree limbs from roadways. A bill supported by COST and adopted this session addresses concerns raised by mayors and first selectmen regarding the need to enhance storm preparedness and response:*

**SB-23 - AN ACT CONCERNING STORM PREPAREDNESS & RESPONSE** - Requires the Public Utilities Regulatory Authority (PURA) to (1) initiate a docket to review utility company emergency preparation and service restoration practices and identify optimum tree trimming and infrastructure hardening levels; (2) establish electric and gas company performance standards for emergency preparation and service restoration; and (3) review each electric or gas company's performance after an emergency in which over 10% of the company's customer lost service for over 48 consecutive hours or at its discretion. If PURA finds that a company failed to comply with any of the bill's emergency preparation and service restoration standards, or any other PURA order, the bill requires it to hold a contested case hearing and issue orders to enforce the standards. The standards include coordinating response efforts with local officials and developing a communications plan to better inform local officials regarding response efforts.

#### Property Taxes & Municipal Revenues

*COST members heeded the call and contacted lawmakers to win passage of a bill that would plug a potential \$20-\$30 million loss of property tax revenue by addressing concerns raised by a rogue court decision. COST also successfully opposed bills that would negatively impact property tax revenues, including legislation that would pressure towns to reduce the interest rate on delinquent taxes and another measure that would have created a statewide mill rate. The following bills were enacted:*

**HB-5035 - AN ACT CONCERNING PROPERTY ASSESSMENT BY MUNICIPALITIES** - Clarifies that municipalities are authorized to impose property taxes on structures that are partially completed or under construction. Although partially completed construction has historically been subject to property taxation, the superior court in *Kasica v. Town of Columbia* ruled otherwise, undermining the ability of towns to assess the fair market value of such property.

**HB-5319 - AN ACT INCREASING FINES FOR VIOLATIONS OF MUNICIPAL BLIGHT ORDINANCES** - Increases the daily fine that a municipality may impose for violating regulations preventing housing blight from between \$10 and \$100 per day to: 1) \$ 100 per day for the first 30 days of the violation, 2)

\$250 per day for the 31<sup>st</sup> to 60<sup>th</sup> days of the violation, and 3) \$500 per day from the 61<sup>st</sup> day of the violation until it is corrected.

**HB-5424 - AN ACT CONCERNING DELAYS IN REVALUATION FOR CERTAIN TOWNS** - Allows Norwich, Farmington, Windham, Stamford and New Britain to delay the next scheduled revaluation date to the 2013 assessment year.

**HB-5314 - AN ACT CONCERNING THE JEOPARDY COLLECTION OF TAXES** - Current law authorizes tax collectors to take immediate action to collect a tax that is assessed but not yet due when they believe payment may be jeopardized by delay. The bill instead requires that they take such action only if they determine, after exercising due diligence, the payment will be delayed. The bill also requires local tax collectors to notify in writing the (1) taxpayer and (2) municipality's chief elected official or chief executive officer when beginning a jeopardy tax collection proceeding.

<b>Mandate Relief</b>
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*Once again, COST's top priority issues included mandate relief. Although the Governor introduced a measure to eliminate the premium tax on municipal insurance policies and provide relief to towns from other mandates, such as the mandate to store the possessions of evicted tenants, only a few mandate relief bills passed this year:*

**HB-5303 - AN ACT CONCERNING THE EXEMPTION FROM DISCLOSURE OF CERTAIN ADDRESSES UNDER THE FREEDOM OF INFORMATION ACT** - Narrows the Freedom of Information Act's (FOIA) prohibition on state or municipal agencies disclosure of the residential addresses of certain public officials and employees, such as corrections officers and police and firefighters. This bill narrows this prohibition by (1) permitting grand lists, voter registration lists and land records to be disclosed without address redactions and (2) limiting the protection to a covered individual's employing agency, instead of all public agencies, the requirement to keep his or her residential address confidential in certain documents. It allows a covered individual to request address confidentiality from public agencies other than his or her employer and establishes procedures for these agencies to follow when receiving a FOIA request for certain records containing that individual's residential address.

**SB-263 - AN ACT CONCERNING LIABILITY OF ZONING ENFORCEMENT OFFICERS** - Reduces municipal liability costs by eliminating a provision that allows treble damages to be imposed against zoning enforcement officers.

**SB-195 - AN ACT CONCERNING THE STORAGE OF STOLEN PROPERTY** - Relieves local police departments of the administrative and financial burdens of inventorying and storing stolen property by raising the property value threshold that determines when the police must file an inventory and retain the property.

**SB-218 - AN ACT CONCERNING POLLING PLACES FOR PRIMARIES** - Allows towns to reduce the number of polling places for primaries and requires that registrars of voters notify electors of changes in polling places during the first primary in which polling places are reduced but not subsequent primaries.

**HB-5315 - AN ACT AUTHORIZING PLANNING COMMISSIONS TO NOTIFY REGIONAL PLANNING AGENCIES OF SUBDIVISION APPLICATIONS BY ELECTRONIC MAIL** - Eliminates the mandate that planning commissions notify regional planning agencies regarding subdivision applications by certified mail and, instead, allows such notices by email.

## New Unfunded Mandates

*Although well intentioned, a number of mandates were raised this session that would increase costs and impose compliance burdens on municipalities, including the following unfunded mandates that were enacted:*

**HB-5233 – AN ACT CONCERNING WORKERS’ COMPENSATION FOR FIREFIGHTERS** – Requires therapy to be covered under workers’ compensation for paid and volunteer firefighters diagnosed with post-traumatic stress disorder as a result of witnessing the death of another firefighter. The Office of Fiscal Analysis estimates that this could generate costs in the tens-of-thousands per case and would potentially cover 25,000 firefighters in the state.

**SB-150 - AN ACT CONCERNING FAMILY AND MEDICAL LEAVE ACT (FMLA) BENEFITS FOR CERTAIN MUNICIPAL EMPLOYEES** - Extends FMLA benefits to educator paraprofessionals who do not work the number of hours required under the current threshold for eligibility.

**SB-258 - AN ACT CONCERNING AN INCREASE IN THE MAXIMUM ALLOWABLE UNEMPLOYMENT COMPENSATION TRUST FUND BALANCE** - Increases the maximum allowable unemployment compensation (UC) trust fund balance which will result in increased UC taxes on towns and other employers to address the insolvency of the fund.

## Public Safety

*COST members communicated with their lawmakers to help defeat a bill that would have mandated the consolidation of public safety answering points and undermined public safety in small towns. COST also pushed for passage of several initiatives to enhance public safety in our communities, which were approved by the legislature:*

**HB-5378 - AN ACT CONCERNING THE MAXIMUM SURCHARGE FOR ENHANCED 9-1-1 SERVICE** - Increases from 50 cents to 75 cents per month, per access line, the maximum amount that the Public Utilities Regulatory Authority may assess telecommunications subscribers to fund costs associated with updating and modernizing the hardware and software needed to support the E 9-1-1 system.

**SB-354 - AN ACT CONCERNING THE ENHANCED EMERGENCY 9-1-1 PROGRAM** - Eliminates the monthly fee for prepaid wireless subscribers and, instead, levies a prepaid wireless E 9-1-1 fee, equal to the monthly fee assessed on other telecommunications service subscribers, on each purchase of prepaid wireless telecommunications services from a retailer to help fund the E 9-1-1 system.

**SB-200 - AN ACT CONCERNING THE MEMBERSHIP OF THE COORDINATING ADVISORY BOARD TO THE DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION** - Adds the executive director of the Connecticut Council of Small Towns or his designee as a member of the Coordinating Advisory Board that advises the Department of Emergency Services and Public Protection (DESPP) on matters concerning communication and cooperation in the provision of emergency response services.

**SB-62 - AN ACT CONCERNING THE CONNECTICUT PUBLIC SAFETY DATA NETWORK** - Requires DESPP to establish a public safety data network in an electronic format for exchanging information among public

safety and criminal justice entities. It also requires the Office of State-Wide Emergency Telecommunications to create technical and operational standards for the network's establishment.

## Energy & the Environment

*A number of environmental issues were considered by the legislature this session, including a proposal to classify trash as a Class I renewable energy source to help lower tip fees by raising the value of energy, which was a top COST priority. COST also supported efforts to allow municipalities to use Integrated Pest Management Plans to maintain athletic fields. Although these measures failed, COST's lobbyists were successful in winning passage of a bill to ensure that municipalities have a seat at the table in developing a statewide phosphorus reduction plan to improve water quality. This bill and other energy and environmental issues affecting municipalities were adopted, including:*

**SB-440 – AN ACT CONCERNING PHOSPHOROUS REDUCTION IN STATE WATERS** - Directs the state Department of Energy and Environmental Protection (DEEP) to work with municipalities to develop a statewide, approach to achieving phosphorus reduction and makes phosphorus removal eligible for Clean Water Fund grants and loans. The bill also restricts the application of fertilizers that contain phosphorus on established lawns during certain periods of the year.

**HB-5271 - AN ACT CONCERNING THE SITING COUNCIL** – Provides that any cell tower facilities proposed to be installed on land near a building containing a school or a commercial child day care center will not be less than two hundred fifty feet from such school or commercial child day care center unless the location is acceptable to the chief elected official of the municipality or the council finds that the facility will not have a substantial adverse effect on the aesthetics or scenic quality of the neighborhood. The bill also requires the applicant of any proposed facility to meet with the chief elected official of the municipality.

**SB-347 - AN ACT CONCERNING THE STATE'S OPEN SPACE PLAN** – Requires DEEP to update the state's open space plan by December 15, 2012 and at least once every five years, instead of as necessary. It expands the list of entities with which the commissioner must consult when updating the plan to include the agriculture commissioner, municipalities, and regional planning agencies.

**SB-376 - AN ACT CONCERNING THE COASTAL MANAGEMENT ACT AND SHORELINE FLOOD AND EROSION CONTROL STRUCTURES** - Makes several changes in the Coastal Management Act (CMA) and laws regulating certain activities in the state's tidal, coastal, or navigable waters. Among other things, it: 1) modifies CMA's general goals and policies to consider (a) private property owners' rights when developing, preserving, or using coastal resources and (b) the potential impact of a rise in sea level when planning coastal development to minimize certain needs or effects; 2) expands the list of land uses that can be protected by structural solutions under certain circumstances to include cemetery and burial grounds and inhabited structures built by January 1, 1995; 3) requires a municipal zoning commission to approve a coastal site plan for a shoreline flood and erosion control structure under certain circumstances; 4) requires a municipal zoning commission or the DEEP commissioner to propose structure alternatives or mitigation measures and techniques if they deny a shoreline flood and erosion control structure application for certain reasons and 5) replaces the statutory definition of "high tide line" with one for "coastal jurisdiction line".

Municipal Government/Operations

*COST also weighs in on legislation affecting municipal government and operations. We supported passage of a bill to assist towns in updating their charters, which was vetoed by the Governor. Another measure awaiting the Governor's signature includes:*

**HB-5320 - AN ACT CONCERNING BONDS AND OTHER SURETY FOR APPROVED SITE PLANS AND SUBDIVISIONS** - Amends requirements concerning the posting of bonds and other surety for the completion of public improvements on approved site plans and subdivisions, and prohibits municipalities from regulating the issuance of building permits for structures built pursuant to an approved site plan or subdivision and located on a lot abutting an unaccepted highway or street.

*For a complete list of bills affecting municipalities, please visit [www.ctcost.org](http://www.ctcost.org) or contact Betsy Gara at [bgara@ctcost.org](mailto:bgara@ctcost.org) or 860-841-7350.*

Connecticut Council of Small Towns  
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