



**7:15 PM: Ceremonial  
Presentation of a  
Proclamation Celebrating  
101 Years of Girl Scouting**

**TOWN OF MANSFIELD  
TOWN COUNCIL MEETING  
Monday, March 11, 2013  
COUNCIL CHAMBERS  
AUDREY P. BECK MUNICIPAL BUILDING  
7:30 p.m.**

**AGENDA**

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**FUTURE AGENDAS**

**EXECUTIVE SESSION**

**ADJOURNMENT**

REGULAR MEETING – MANSFIELD TOWN COUNCIL  
February 25, 2013  
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, Ryan, Schaefer, Shapiro  
Excused: Paterson, Paulhus

II. APPROVAL OF MINUTES

Mr. Shapiro moved and Mr. Schaefer seconded to approve the minutes of the February 4, 2013 meeting as presented. The motion passed with all in favor except Mr. Kochenburger and Mr. Ryan who abstained. Ms. Keane moved and Mr. Kochenburger seconded to approve the minutes of the February 11, 2013 meeting as presented. The motion passed with all in favor except Mr. Ryan and Mr. Schaefer who abstained.

III. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

Howard Raphaelson, Timber Drive, spoke about the emergency personnel's need to practice on the equipment they use to save lives and property and urged the Council to provide adequate funding for fuel to provide this needed experience.

Ric Hossack, Middle Turnpike, submitted photographic evidence provided by Mike Sikoski showing a fire truck parked outside of a private residence. (Photograph to be included as a communication in the March 11, 2013 packet) Mr. Hossack also questioned the \$127,000 deficit in the school building project and asked the Council how they are going to pay it.

Larry Alan, Middle Turnpike, thanked the Council for considering his request for reimbursement of fees incurred as part of the purchase of property for the school building project. Mr. Alan stated he and his wife used the services of an attorney sparingly but felt the expense was necessary given the unique agreement under consideration. Mr. Alan's experience with the Town has been very positive.

Betty Wassmundt, Old Turnpike Road, spoke about the Alan reimbursement, the Governor's proposal to eliminate the tax on vehicles and requested the Board of Education's meetings be broadcast. (Statement attached)

Tulay Luciano, Warrenville Road, asked why the Town allows a publicly owned water supply in Storrs to be unregulated and if UConn was a water company would they have been able to build as they have. Ms. Luciano also questioned the impact the Governor's proposed UConn plan would have on the Town.

Art Smith, Mulberry Road, thanked the Council for providing streaming and cable broadcast of their meetings and urged the Board of Education to do the same. Mr. Smith questioned why the Town has not continued the practice of documenting the movement of emergency vehicles.

IV. REPORT OF THE TOWN MANAGER

In addition to his written comments Town Manager Matt Hart offered the following comments:

- Owners of the Mansfield Hollow Hydro Project have been asked to present a comprehensive proposal for staff review

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- The school building project overrun would have been eligible for reimbursement as a project expense but if the project is not going forward an adjustment will have to be made to CIP
- The UConn water system is not unregulated with regards to water quality but is treated differently with regards to the development of water company lands
- The awarded contract for the transportation center is not to a local company but was chosen in accordance with the guidelines provided by the funding entity, the federal government.

Council members discussed the Storrs Center projected tax revenues and operating costs.

Deputy Mayor Moran welcomed the UConn journalism students and noted Council members are always willing to assist.

#### V. REPORTS AND COMMENTS OF COUNCIL MEMBERS

Members began a discussion concerning the broadcasting of Board of Education meetings. In response to a point of order offered by Mr. Shapiro and supported by the Deputy Mayor, Ms. Keane moved to add the subject to the agenda as Item 5a. Seconded by Mr. Shapiro the motion passed unanimously.

Mr. Ryan moved and Mr. Schaefer seconded to add a discussion of the broadcasting of Region 19 Board of Education meetings to the agenda as Item 5b. The motion passed unanimously.

Ms. Moran, on behalf of the Council, offered her sympathies to Councilor Freudmann on the recent loss of his mother.

Mr. Ryan moved and Mr. Schaefer seconded to add Update on School Emergency Procedures as the first item of new business, Item 1a. Motion passed unanimously.

#### VI. OLD BUSINESS

##### 1. Storrs Center Update

Town Manager Matt Hart announced the departure of Leyland Project Manager Macon Toledano who has worked closely with the Town on the Storrs Center Project. He will be missed by all.

#### VII. NEW BUSINESS

##### 1a Update on School Emergency Procedures

Deputy Chief/Fire Marshal Fran Raiola and Resident Trooper Coordinator Sergeant Richard Cournoyer provided information on events and actions taken as a result of the December 14, 2012 incident at Newtown and reviewed security measures currently under review by the Board of Education. Staff will review security at all Town buildings.

##### 2. Request for Reimbursement of Legal Expenses

Mr. Ryan moved and Mr. Schaefer seconded to reimburse the Alans for 50% of their legal fees.

The motion failed with Moran, Ryan and Schaefer in favor and Freudmann, Keane, Kochenburger and Shapiro opposed.

##### 3. Proclamation in Honor of the Life and Memory of Francis "Frank" Trainor

Mr. Ryan moved and Mr. Schaefer seconded, effective February 25, 2013, to authorize the Mayor to issue the attached Proclamation in Honor of the Life and Memory of Francis "Frank" Trainor.

Mr. Schaefer, who knew Mr. Trainor since 1958 remarked he was a grand man, and a great professor who conducted great research.

February 25, 2013

Motion passed unanimously.

#### 4. Small Cities (Community Development Block Grant) Public Hearing

Ms. Keane moved and Mr. Schaefer seconded, effective February 25, 2013, to schedule a public hearing for 7:30 PM at the Town Council's regular meeting on March 11, 2013, to solicit public comment regarding community development needs and the proposed application to the State Department of Economic Community Development for funds under the Small Cities Program.

Motion passed unanimously.

#### 5. Legislative Update

Town Manager Matt Hart enumerated some of the items in the proposed Governor's budget and other legislative items which affect the Town and offered the following recommendations:

- Municipal Employee Retirement System – The Town Manager will offer testimony in support of the CCM proposal. Other issues raised will be addressed if the situation presents itself
- Elimination of certain car taxes – The Town will oppose this tax shift to property owners
- Elimination of certain PILOT funds to the ECS grant – The Town will communicate with our elected officials and arrange meetings either in Mansfield or in Hartford to discuss the impact of this proposal on Mansfield. Town representatives will testify at the public hearings; reach out to colleagues in other Towns similarly impacted; communicate with residents via a variety of venues; and inform relevant local unions about the ramifications of this proposal and ask for their assistance. Additionally, the Town Manager will produce a position paper on the impact to the Town and disseminate this information to the press.

Following discussion on the best approaches to use, the Town Manager agreed to develop an action plan.

#### 5a. Broadcasting of Board of Education Meetings

Ms. Keane moved and Mr. Ryan seconded that the Town Council recommends the Board of Education tape and broadcast their meetings, thereby supporting transparency in government. In particular, the Council believes all Board of Education budgetary discussions should be broadcast.

Councilors discussed the availability of the technical capacity of the schools to broadcast their meetings and the advisability of meeting with the Board to discuss the issue.

Deputy Mayor Moran offered an amendment, adding the word "consider" to the motion.

Accepted as a friendly amendment by both Ms. Keane and Mr. Ryan the motion now reads:

The Town Council recommends the Board of Education consider taping and broadcasting their meetings, thereby supporting transparency in government. In particular, the Council believes all Board of Education budgetary discussions should be broadcast.

The motion passed unanimously.

#### 5b. Broadcasting of Region 19 Board of Education Meetings

Mr. Ryan moved and Mr. Schaefer seconded that The Town Council recommends the Region 19 Board of Education consider taping and broadcasting their meetings, thereby

February 25, 2013

supporting transparency in government. In particular, the Council believes all Board of Education budgetary discussions should be broadcast.

The motion passed unanimously.

#### VIII. DEPARTMENTAL AND COMMITTEE REPORTS

No comments offered

#### IX. REPORTS OF COUNCIL COMMITTEES

Mr. Kochenburger, Chair of the Committee on Committees, offered the following recommendations:

Stephen Kegler (term ending 9/1/2015) and Betty Jane Karnes (term ending 9/1/2015) to the Commission on Aging

Carole Masters (term ending 6/30/14) and the reappointment of Cristina Colon-Semenza (term ending 6/30/15) to the Advisory Committee on Persons with Disabilities

Dexter Eddy (term ending 10/31/2017) to the Mansfield Housing Authority.

Motion to approve passed unanimously.

Deputy Mayor Moran reported the Personnel Committee is continuing their discussion of the Social Services Department. Ms. Moran also reported the Responsible Contractors Ordinance Ad hoc Committee heard from staff of the State Labor Department this morning where the discussion centered on the apprenticeship program and fraud detection.

#### X. PETITIONS, REQUESTS AND COMMUNICATONS

6. J. Goodwin re: Infrastructure Needs

7. J. Goodwin re: Mansfield Tomorrow Focus Groups – Many Councilors are planning to attend the March 9<sup>th</sup> meeting and will consider volunteering for focus groups after the initial meeting.

8. B. Smith re: 34th Annual Windham Special Olympics Swim Meet

9. B. Simpson re: Misconceptions Regarding Taxes Paid by the UConn Co-op – Mr. Freudmann clarified that his question regarding property taxes paid by the UConn Co-op was why the Co-op pays taxes on only 35% of the property, that which has been deemed non- educational. Mr. Shapiro noted a change in statutes allows the non-educational portion of the taxes to be paid by the lessee.

10. E. Paterson re: gun violence

11. Governor Malloy re: Biennial Budget Proposal

12. Press Release: Connecticut Early Childhood Alliance encourages support of HB 6359 – An Act Concerning and Early Childhood System

13. Proclamation Request for Girl Scout Week – Ms. Keane moved and Mr. Freudmann seconded that the Mayor issue a Proclamation for Girl Scouts Week. The motion passed unanimously. By consensus a ceremony prior to the next meeting will be scheduled to present the proclamation to the Girl Scouts.

14. American City and County "Where Public-Private Partnerships Are Headed In 2013" – January 2013

#### XI. FUTURE AGENDA

The Council will be meeting with the Mansfield Board of Education tomorrow evening at 6:30 p.m. to discuss the school building project.

Mr. Shapiro moved and Mr. Ryan seconded to move into executive session to discuss the sale or purchase of real property, in accordance with CGS§1-200(6)(D) and to include Natural Resources and Sustainability Coordinator Jennifer Kaufman and Town Manager Matt Hart.

Motion passed unanimously.

February 25, 2013

XII. EXECUTIVE SESSION

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

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

Also included: Natural Resources and Sustainability Coordinator Jennifer Kaufman and  
Town Manager Matt Hart.

XIII. ADJOURNMENT

The Council reconvened in regular session. Mr. Shapiro moved and Mr. Schaefer  
seconded a motion to adjourn the meeting at 10:24 p.m.

Motion passed unanimously.

Antonia Moran, Deputy Mayor

Mary Stanton, Town Clerk

February 25, 2013

*Request - Tape Bd of Ed meetings -*

February 25, 2013

To: Town Council

From: Betty Wassmundt

I'd like to address the Alan request for reimbursement. I'm interested to see what you decide. My concern is that there was never a signed agreement with the Alans for the purchase of their property. With no signed agreement, there is no legal commitment by either party. The Alans have no claim to any expense money. Worse, you had no claim to their property. What would you have done if you voted to send this two school project to referendum and then the potential seller said, I don't want to sell or, I want much more money? With no signed agreement that could have happened. How many lawyers do we have sitting here? How could you do this? Doesn't the public have a right to expect this town to be operated in a businesslike manner? The other information in this packet, about this project, that concerns me is the deficit of \$127,000. Why do you do a budget at all? It seems that town management is free to say, "Hey, I spent \$127,000 more than I had so you'll have to fund it." I see repeated financial records of "transfers of funds". I'm led to wonder: first, does any town department adhere to the annual budget and second, how much extra money does town management have lying around to cover all these overages and, why?

Next I'd like to address the Governor's proposal to eliminate the tax on vehicles. At a recent meeting, I listened to a citizen explain that the tax would go from the vehicle to the house and it would be a wash. That's not true and I hope you all recognize what will really happen. There will be a shifting of tax liability. With some people it'll be a wash. To some, it will be an advantage but many will incur a large tax liability. I have a couple of examples. I'm using management's estimate of revenue loss of approximately \$1.8 million and, I'll generalize that \$1 million is equivalent to 1 mill. Data comes from the Assessor's records.

A council member: House assessment: \$318,290; the increase at 1.8 mills = \$573  
Vehicle assessment: \$17,690; the decrease at 27.16 mills (current mill rate) = \$480  
Council member pays an extra \$93 - not too bad

Citizen who spoke at meeting: House assessment \$303,730; increase at 1.8 mills = \$547  
Vehicle assessment: \$11,350; decrease at 27.16 mills = \$308  
Citizen pays an extra \$239 - that's a little worse; certainly not a wash

Glen Ridge resident: Unit assessment: \$114,660; increase at 1.8 mills = \$207  
No car; doesn't drive anymore  
Glen Ridge resident pays an extra \$207 - I'll bet this resident won't like this.

Lastly I'd like to hand around the photo Mike Sikoski referred to a few meetings ago. It's of a town fire truck parked at a private home on Chaffeeville Road. Mike said it was there for over an hour.

SPECIAL MEETING – MANSFIELD TOWN COUNCIL  
February 26, 2013  
DRAFT

Deputy Mayor Antonia Moran called the special meeting of the Mansfield Town Council to order at 6:30 p.m. in the Council Chamber of the Audrey P. Beck Building.

I. ROLL CALL

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

Board of Education Members Present: April Holinko, Martha Kelly, Mark LaPlaca, Jay Rueckl, Shamim Patwa, Randy Walikonis

Also Present: Superintendent of Schools Fred Baruzzi, Town Manager Matt Hart, Director of Finance Cherie Trahan, Director of Information Technology Jaime Russell, Director of Facilities Management Bill Hammon

II. OPPORTUNITY FOR PUBLIC COMMENT

No comments offered.

III. SCHOOL BUILDING PROJECT

Deputy Mayor Moran welcomed those present to the meeting. In an earlier communication, the Council requested a meeting with the Board of Education asking them to provide a list of critical repairs necessary to maintain the existing buildings for 7-10 years; a similar list for the Mansfield Middle School; options to phase in planned heavy alterations; and to discuss possible funding issues.

Chair of the Board of Education Mark LaPlaca recapped the reasons the Board has asked the Council for clarification. Mr. LaPlaca noted that a maintenance prioritization plan for a few years is a very different plan than one to maintain and repair the facilities for the long term. There will be a need to balance some longer term issues with cost as there will be a tipping point at which time major repairs will have to be done, and therefore a de facto decision not to build new will have been made. The list presented tonight will need to be reviewed annually and does not provide funds to enhance educational programs. Security enhancements may require additional funds.

Mr. Baruzzi outlined the major areas of concern which are safety, technology, playscapes and maintenance of buildings. The proposed capital expenditures for these areas are estimated to cost \$400,000 per year.

Mr. Hammon reviewed the facilities management plan for the three elementary schools and the middle school, cautioning there may, at any time, be a need for an emergency expenditure not itemized on this list. The projects listed are only the most critical repairs which need to be done. Needs for 7 to 10 years out are difficult to predict.

Ms. Trahan commented the Town would like to initiate a pay-as-you-go approach to fund these repairs but until the Town's Capital Improvement fund is fully

February 26, 2013

established some bonding may be required. Funding for these repairs will be contained in the Town's capital projects budget.

Mr. Russell reviewed the computer infrastructure plan. The plan takes a conservative approach and identifies the areas having the most needs.

Board and Council members discussed some of the options and the effect different funding strategies would have on the overall program. The Council will continue to discuss long term school building plans and budgeting options at a future Council meeting.

Deputy Mayor Moran thanked staff and the Board of Education for their input.

IV. ADJOURNMENT

Mr. Paulhus moved and Mr. Shapiro seconded to adjourn the meeting at 7:40 p.m.

Motion passed unanimously.

Antonia Moran, Deputy Mayor

Mary Stanton, Town Clerk

February 26, 2013

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Town of Mansfield will conduct a public hearing by the Town Council on Monday, March 11, 2013, at 7:30 p.m. at the Audrey Beck Municipal Building, Council Chambers, 4 South Eagleville Road, Mansfield, CT 06268, to discuss the Fiscal Year 2013 Community Development Block Grant program and to solicit citizen input.

Maximum award limits:

- \$700,000 for Public Facilities;
- \$700,000 for Public Housing Modernization of 25 units or less, or \$800,000 for 26 units and over;
- \$500,000 for Infrastructure;
- \$400,000 for Housing Rehabilitation Program for single towns, \$500,000 for two-town consortium, and \$600,000 for three or more Towns;
- \$25,000 for Planning Only Grants;
- \$500,000 for Economic Development Activities, and
- \$500,000 for Urgent Need.

Major activity categories are: Acquisition, Housing Rehabilitation, Public Housing Modernization, Community Facilities, Public Services, and Economic Development. Projects funded with CDBG allocations must carry out at least one of three National Objectives: benefit to low- and moderate-income persons, elimination of slums and blight, or meeting urgent community development needs.

The purpose of the public hearing is to obtain citizen's views on the Town's community development and housing needs and review and discuss specific project activities in the areas of housing, economic development or community facilities which could be part of the Town's Application for funding.

Also, the public hearing will be to give citizens an opportunity to make their comments known on the program and for approval of the Program Income Reuse Plan. If you are unable to attend the public hearing, you may direct written comments to the Town Mansfield, Planning and Development Department, Attention Jessie L. Shea, 4 South Eagleville Road, Mansfield, CT 06268 or you may telephone 860-429-3330. In addition, information may be obtained at the above address between the hours of 8:15 a.m. - 4:30 p.m. Mondays – Wednesdays, 8:15am – 6:30pm Thursdays, and 8:00am – noon Fridays.

The Community Development/Housing Department on behalf of the Town of Mansfield anticipates applying for the maximum grant amount of \$700,000 under the Community Facilities category.

The Town of Mansfield promotes fair housing and makes all programs available to low - and moderate-income families regardless of age, race, color, religion, sex, national origin, sexual preference, marital status, or handicap.

Equal Opportunity/Affirmative Action.



**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** Matt Hart, Town Manager *MH*  
**CC:** Maria Capriola, Assistant Town Manager; Fred Baruzzi,  
Superintendent of Schools; William Hammon; Director of Facilities;  
Jaime Russell, Director of Information Technology; Cherie Trahan,  
Director of Finance  
**Date:** March 11, 2013  
**Re:** School Building Project

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**Subject Matter/Background**

We have placed this item on the agenda as a follow-up to your discussion with the Mansfield Board of Education on February 26, 2013.

Specifically, we are requesting your guidance regarding the proposal submitted by the Board to repair and maintain the schools over the next several years (see attached). The proposal includes the following:

- An appropriation of \$200,000 per year over the next 5 fiscal years to fund repairs and maintenance items
- An appropriation of \$200,000 per year over the next 5 fiscal years to fund computer infrastructure

The Board's proposal assumes that the Town Council has not made a long-term commitment to the existing elementary schools and may consider new construction at a later point. Consequently, the Board's recommendations are limited to more basic repairs as well as computer infrastructure. Most of these items could be moved to another facility if needed.

There are a few key questions and issues that staff has at this point:

- 1) Do you have additional questions regarding the Board's proposal? Is there any additional information that you need?
- 2) Do you support the Board's proposal and do you wish to incorporate the recommendations into the proposed 5-year capital improvement program?
- 3) What would you see as an appropriate funding source for the items in proposal (e.g. general fund contribution; bonding)?

Staff will be available at Monday's meeting to assist you in this discussion.

**Attachments**

- 1) E. Paterson re: Joint Meeting on Proposed School Building Project
- 2) Mansfield Public School Proposal for Facilities Management and Computer Infrastructure

**TOWN OF MANSFIELD**  
**OFFICE OF THE TOWN COUNCIL**



ELIZABETH C. PATERSON, Mayor

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

February 12, 2013

Mansfield Board of Education  
4 South Eagleville Road  
Mansfield, Connecticut 06268

Re: Joint Meeting on Proposed School Building Project

Dear Board members:

I am writing today on behalf of the Town Council. As you know, at a special meeting held on January 23, 2013, the Council unanimously approved the following motion regarding the proposed school building project:

- 1) That the Council not send the proposal for two new schools to a referendum at the present time; and
- 2) That the issue of repairs to the three elementary schools, as well as the Mansfield Middle School, be referred to the Board of Education, which is within their expertise and jurisdiction, for their prioritization of repairs and improvements needed to maintain the schools.

Also at the January 23<sup>rd</sup> meeting, the Town Council agreed by consensus to hold a joint meeting with the Board of Education to discuss the action taken by the Council and expectations for the Board.

As a threshold matter, the Board may wish to know why the Town Council decided not to send the proposed project to referendum at this time. In recent months, the Council has noted several key reasons that led to this decision, including concerns about the cost of the project, particularly during difficult economic times, and whether the proposed project had strong support from the community at-large. Other Council members have expressed concern that two new schools may not have sufficient capacity to accommodate increased enrollment that might result from development at the University and within the community. Also, some Councilors have indicated a preference to maintain three smaller elementary schools that are geographically dispersed and to preserve existing infrastructure as opposed to constructing new facilities. In addition, some Councilors have expressed a desire to fund repairs, alterations and improvements to the existing schools on more of a cash basis as opposed to issuing bonds. Furthermore, I would add that some Council members still believe that the proposal to build two new elementary schools has merit, and should be revisited at a later point when financial conditions improve.

Turning now to the parameters of the Council's referral to the Board, I will first address the repairs at the three elementary schools. The Council would ask the Board to work with our professional staff to develop a list of critical repairs necessary to maintain the existing buildings for the next seven to 10 years. This timeframe is important as it would allow all three elementary schools to qualify for renovation status under the state's school construction program. Consequently, future Boards and Councils would be in a better position to consider renovation options in addition to new construction.

For the Mansfield Middle School, the Council would like to see a similar list of critical repairs for the next seven to ten years, as well as options to phase in the planned heavy alterations.

With respect to project financing, the professional staff should explore the merits of a performance contract for some of this work, particularly the energy improvements. Consistent with our long-time practice, less expensive repairs and equipment could be funded through the Town's capital improvement program (CIP). It would also be important to consider establishing a reserve or sinking fund in the CIP to cover unanticipated repairs at the schools. For the middle school, we would ask that the Board consult with the Town's professional staff to look at funding the heavier, more costly repairs and alterations in a phased manner, utilizing the CIP and potentially one or more bond issuances.

The Town Council welcomes the Board of Education's leadership and direction on these issues. I hope that this information is helpful to you and I look forward to our joint meeting on February 26, 2013. If you have any questions in the interim, please contact our Town Manager, Matt Hart.

Sincerely,



Elizabeth Paterson  
Mayor

CC: Fred Baruzzi, Superintendent of Schools  
Matt Hart, Town Manager  
Cherie Trahan, Director of Finance  
William Hammon, Director of Facilities Management







**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** Matt Hart, Town Manager *MH*  
**CC:** Maria Capriola, Assistant Town Manager; Linda Painter, Director of Planning and Development; Jessie Shea, Planning and Community Development Assistant; William Hammon, Director of Facilities Management; Leslie McDonough, Director of Library Services; Curt Vincente; Director of Parks and Recreation; Lon Hultgren, Director of Public Works; Kevin Grunwald, Director of Human Services; Kathleen Krider, School Readiness Coordinator  
**Date:** March 11, 2013  
**Re:** Small Cities (Community Development Block Grant) Application for ADA Improvements to Town Facilities

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**Subject Matter/Background**

The U.S. Department of Housing and Urban Development (HUD) provides Community Development Block Grant (CDBG) money to states, which may distribute the resources to non-entitlement communities (population less than 50,000). The Department of Economic and Community Development (DECD) administers the program for smaller communities through a competitive grant process generally referred to as the Small Cities program.

**Eligible Grant Activities**

Towns may apply to fund the following types of activities; maximum grant amounts for each activity are shown in parenthesis:

- Public Facilities Improvements (up to \$700,000)
- Public Housing Modernization (up to \$700,000 for 25 units or less; up to \$800,000 for 26 or more units)
- Infrastructure (up to \$500,000)
- Housing Rehabilitation (up to \$400,000)
- Planning (up to \$25,000)
- Economic Development Activities (up to \$500,000)
- Urgent Need (up to \$500,000)

Since the Town is limited to one application, the Council must identify the most pressing community needs. As such, the purpose of tonight's hearing is to obtain community input on the Town's community development and housing needs and to review and to discuss specific project activities in the areas of housing, economic development, or community facilities that could form the basis for a Small Cities application.

#### Potential Projects

In October 2012, the Town received a \$300,000 Small Cities grant award to fund the Housing Rehabilitation Revolving Loan Program. As we have just started implementation of that grant and still have substantial funds remaining for housing rehabilitation, staff has identified two other potential projects that the Town could apply for this year:

- 1) ADA improvements to Town facilities; or
- 2) Development of a Community Playground at the Mansfield Community Center.

During the initial review, staff thought that it might be possible to include the Community Playground as part of an overall accessibility program; however, after further review of the application guidelines, we believe that the playground is a separate infrastructure project. Therefore, we are presenting both projects for community and Council consideration. Other projects may be proposed by the community during the public hearing.

#### *ADA Improvements to Town Facilities*

If supported by the Town Council and the community, the Town would submit an application for up to \$700,000 for accessibility improvements to the following town facilities based on issues identified in the May 2010 ADA Compliance Report prepared by the Department of Building and Housing Inspection and the May 2011 ADA Section 504 Transition Plan, as well as needs identified by program managers:

- *Mansfield Senior Center.* Both the ADA Compliance Report and the 504 Transition Plan identify several accessibility improvements that could be made if sufficient funds were available. The most significant improvements would involve renovations to improve accessibility of the men's and women's bathrooms.
- *Mansfield Public Library.* Installation of door openers, a new ramp to the Buchanan Center, and bathroom renovations are anticipated to be the most costly improvements in addition to other minor improvements recommended by the Compliance Report and Transition Plan.
- *Mansfield Town Hall.* The reports identify numerous improvements, including significant renovations to the eastern women's bathroom.
- *Mansfield Community Center.* Installation of a door opener from the accessible changing room to the pool and a new pool lift.

As part of the development of the grant application, staff would work with the Town's community development consultant to develop a detailed scope of improvements to each facility and associated budget.

*Development of a Community Playground at the Mansfield Community Center*  
The other potential project identified by staff would be an infrastructure application for up to \$500,000 for development of a community playground behind the Mansfield Community Center. While the playground is located in a designated low-moderate income census tract, it would also be the only playground located on a transit route, thereby increasing accessibility to low and moderate income families throughout the community.

Grant funds would be used to construct the playground, which would include ramps and a poured surface to increase accessibility for children and parents with disabilities. Depending on the cost of site work and any other grants received for playground construction, funds may also be used to improve the pedestrian and vehicular connections to the playground, including development of an adjacent parking area with accessible spaces that connects to the existing community center parking lot.

#### Other Project Activities

Other potential or proposed projects eligible for Small Cities funding may also be reviewed and discussed at this hearing. Staff will also be available to provide an update on the status of the current housing rehabilitation grant.

#### Financial Impact

HUD provides Community Development Block Grant (CDBG) money to states, which may distribute the resources to non-entitlement communities (population less than 50,000). The maximum grant award available in 2013 for public facility improvements is \$700,000; the maximum grant award available for infrastructure improvements is \$500,000.

While a local match is not required for this program, it is strongly encouraged and can make an application more competitive. No local cash match has been identified at this time for the ADA improvements. Approximately \$8,000 has been raised by the Mansfield Advocates for Children for the community playground. These funds as well as any pending grant application that is awarded prior to the April application deadline could be used as match for the playground project.

With either project, we would expect there to be a match of in-kind services, primarily through staff time spent on project administration activities.

**Recommendation**

If after the public hearing, the Town Council is in support of submitting a Small Cities grant application, a resolution in support of the preferred project should be adopted. See attached the draft resolutions prepared by staff.

**Attachments**

- 1) Draft Resolution in support of Small Cities Grant Application for up to \$700,000 (ADA Improvements)
- 2) Draft Resolution in support of Small Cities Grant Application for up to \$500,000 (Community Playground)
- 3) Community Playground Concept Design

DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT  
STATE OF CONNECTICUT  
(AN EQUAL OPPORTUNITY EMPLOYER)  
**CERTIFIED RESOLUTION OF THE GOVERNING BODY**

I, Mary Stanton, Town Clerk, certify that below is a true and correct copy of a resolution duly adopted by The Town of Mansfield at a meeting of its Town Council duly convened on -----, and which has not been rescinded or modified in any way whatsoever and is at present in full force and effect.

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Signature and Title of Official)

SEAL

**WHEREAS**, federal monies are available under the Title I of the Housing and Community Development Act of 1974, 42 U.S.C § 5301, et. seq., as amended, also known as Public Law 93-383, and administered by the State of Connecticut, Department of Economic and Community Development as the Connecticut Small Cities Development Block Grant Program; and

**WHEREAS**, pursuant to Chapter 127c, and Part VI of Chapter 130 of the Connecticut General Statutes, the Commissioner of the State of Connecticut Department of Economic and Community Development is authorized disburse such federal monies to local municipalities; and

**WHEREAS**, it is desirable and in the public interest that the Town of Mansfield make an application to the State for up to \$700,000 in order to undertake and carryout a Small Cities Community Development Program and to execute an Assistance Agreement.

**NOW, THEREFORE, BE IT RESOLVED BY THE MANSFIELD TOWN COUNCIL**

1. That it is cognizant of the conditions and prerequisites for the state financial assistance imposed by Part VI of Chapter 130 of the CGS
2. That the filing of an application for State financial assistance by The Town of Mansfield in an amount not to exceed \$700,000 is hereby approved and that Matthew Hart, Town Manager is directed to execute and file such application with the Connecticut Department of Economic and Community Development, to provide such additional information, to execute such other documents as may be required, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an agreement is offered, to execute any amendments, decisions, and revisions thereto, to carryout approved activities and to act as the authorized representative of the Town of Mansfield.

3. That it adopts or has adopted as its policy to support the following nondiscrimination agreements and warranties provided in subsection (a)(1) of Connecticut General Statutes sections 4a-60 and 4a-60a, respectively, as amended by Public Act 07-142, and for which purposes the "contractor" is Town of Mansfield and "contract" is said Assistance Agreement:

The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation or physical disability, including, but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States or of the state of Connecticut. The contractor further agrees to take affirmative action to insure that applicants with job-related qualifications are employed and that employees are treated when employed without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation, or physical disability, including, but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved.

The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of sexual orientation, in any manner prohibited by the laws of the United States or of the state of Connecticut, and that employees are treated when employed without regard to their sexual orientation.

DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT  
STATE OF CONNECTICUT  
(AN EQUAL OPPORTUNITY EMPLOYER)  
**CERTIFIED RESOLUTION OF THE GOVERNING BODY**

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(Date)

\_\_\_\_\_  
(Signature and Title of Official)

SEAL

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**WHEREAS**, pursuant to Chapter 127c, and Part VI of Chapter 130 of the Connecticut General Statutes, the Commissioner of the State of Connecticut Department of Economic and Community Development is authorized disburse such federal monies to local municipalities; and

**WHEREAS**, it is desirable and in the public interest that the Town of Mansfield make an application to the State for up to \$500,000 in order to undertake and carryout a Small Cities Community Development Program and to execute an Assistance Agreement.

**NOW, THEREFORE, BE IT RESOLVED BY THE MANSFIELD TOWN COUNCIL**

1. That it is cognizant of the conditions and prerequisites for the state financial assistance imposed by Part VI of Chapter 130 of the CGS
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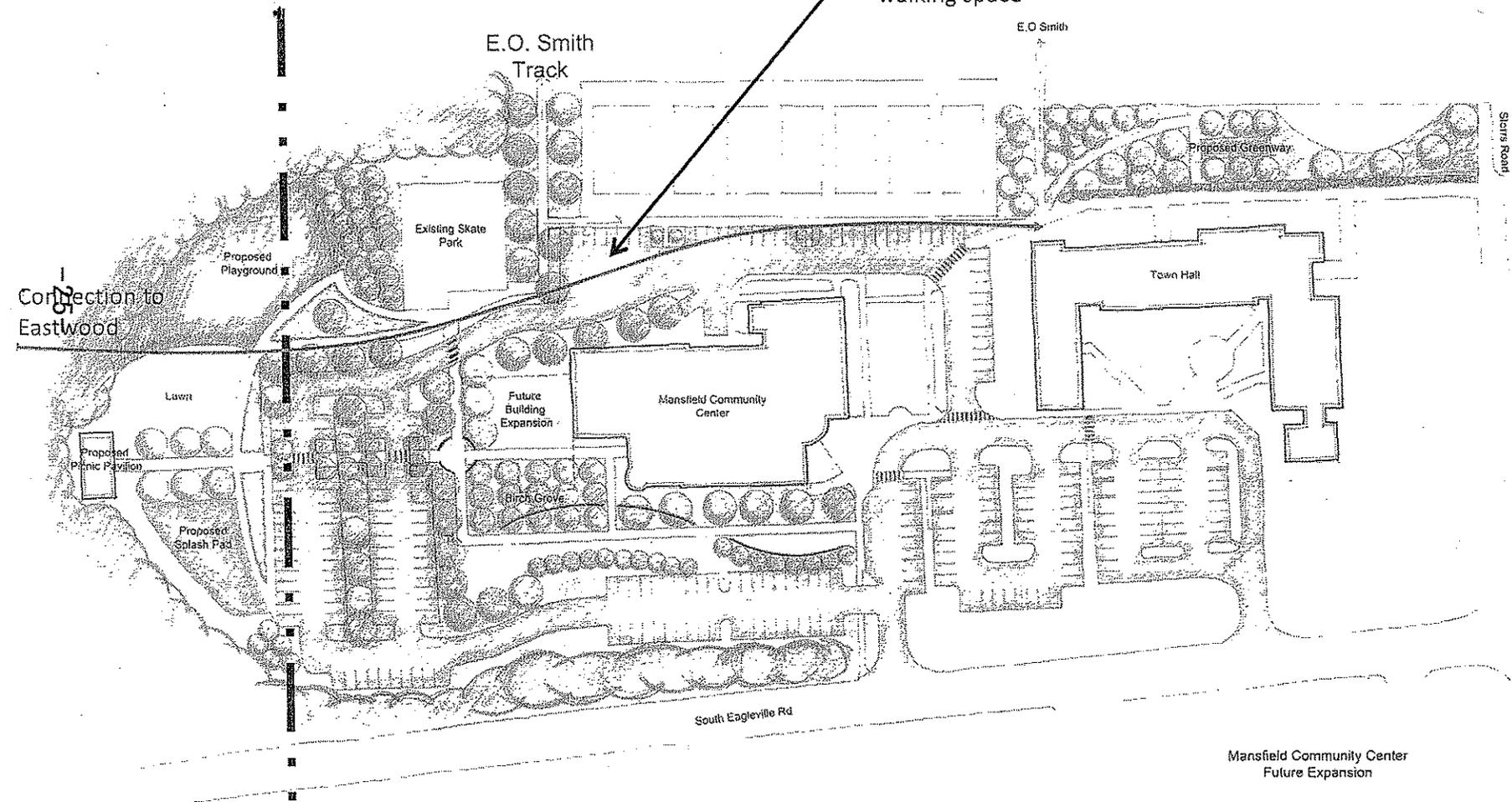
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The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of sexual orientation, in any manner prohibited by the laws of the United States or of the state of Connecticut, and that employees are treated when employed without regard to their sexual orientation.

# Initial Site Design

Reclaim some parking spaces for additional walking space



Connection to Eastwood

Lawn

E.O. Smith Track

Existing Skate Park

Proposed Playground

E.O. Smith

Proposed Greenway

Starrs Road

Town Hall

Mansfield Community Center

Future Building Expansion

Birch Grove

Proposed Picnic Pavilion

Proposed Splash Pad

South Eagleville Rd

Mansfield Community Center  
Future Expansion

Approximate Property Line

Draft 1/24/2012

PAGE  
BREAK



**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** Matt Hart, Town Manager *MWH*  
**CC:** Maria Capriola, Assistant Town Manager; Cherie Trahan, Director of Finance  
**Date:** March 11, 2013  
**Re:** Quarterly Financial Statements Dated December 31, 2012

---

**Subject Matter/Background**

Enclosed please find the second quarter financial statements for the period ending December 31, 2012. The Finance Committee will review this item at its meeting on Monday evening.

**Recommendation**

If the Finance Committee wishes to recommend acceptance of the financial statements, the following motion would be in order:

*Move, effective March 25, 2013, to accept the Financial Statements dated December 31, 2012.*

**Attachments**

- 1) Financial Statements Dated December 31, 2012

TOWN OF MANSFIELD  
MANSFIELD BOARD OF EDUCATION

Quarterly Financial Statements

(For the Quarter Ending December 31, 2012)

Finance Department  
Cherie Trahan  
Director of Finance  
February 11, 2013

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**DECEMBER 31, 2012**

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CNR Fund Roll Forward .....

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Town of Mansfield YTD Revenue Summary by Source .....

Town of Mansfield Expenditure Summary by Activity .....

Mansfield Board of Education Expenditure Summary by Activity .....

*To: Mansfield Town Council  
Mansfield Board of Education*

*From: Cherie Trahan, Director of Finance*

*Date: February 11, 2013*

*Subject: December 31, 2012 Quarterly Financial Statements*

Attached please find the first quarter financial statements for the quarter ending December 31, 2012.

Attachment

## OVERVIEW

### GENERAL FUND BUDGET

#### REVENUES:

##### Tax Collections

The total collection rate through December 31, 2012 is 97.6%, consistent with December 31, 2011. Real estate collections, which account for approximately 85% of the levy, are 98.8% also consistent with last year. Collections in motor vehicles are 90.2% as compared to 90.0% at December 31, 2011.

##### Licenses and Permits

Conveyance taxes received are \$83,806 or 55.9% of the annual budget. Building permits received are \$84,889 or 48.5% of the annual budget.

##### Federal Support for General Government

No change from the budget at this time.

##### State Support for Education

Current estimates from the State indicate \$10,156,014 for the ECS grant and \$105,726 for the transportation grant, a combined \$4,820 over budget. The ECS grant is scheduled to be paid as follows: 25% October 31'st, 25% January 31'st; balance April 30'th. The Transportation grant is scheduled to be paid April 30'th.

##### State Support for General Government

The Pilot grant is by far the largest single grant within this category. It is budgeted at \$7,047,420 and we have received our full payment of \$7,021,354 or \$26,066 short of budget.

##### Charges for Services

Charges for services are primarily fixed by contract and are normally received during the year. The primary exceptions are: Recording, where we have received \$35,483 or 59.1% of budget and Police Services which are based on expenditures.

##### Fines and Forfeitures

No major change expected from budget.

### Miscellaneous

This area is primarily interest income and the telecommunications service payment. Total interest income through December 31, 2012 is \$12,364 compared to \$16,594 for the same period last year. STIF interest rate for December, 2012 is 0.23% a slight increase over last year of 0.18%. The amount of the telecommunications payment is not known at this time.

### GENERAL FUND BUDGET - EXPENDITURES

#### Town Expenditures

We have submitted for a FEMA assistance grant for Storm Sandy cleanup and recovery.

#### Board Expenditures

There are no significant issues at this time.

#### DAY CARE FUND

The Day Care Fund ended the second quarter with revenues exceeding expenditures by \$31,988. Fund balance at July 1, 2012 of \$252,152 increased to \$284,140 at December 31, 2012.

#### CAFETERIA FUND

Expenditures exceeded revenues by \$10,070 for the period. Fund balance at July 1, 2012 decreased from \$371,312 to \$361,242 at December 31, 2012.

#### RECREATION PROGRAM FUND

The Recreation Program Fund ended the period with revenues exceeding expenditures by \$107,867. Fund Balance increased from \$116,442 to \$224,309. This will be drawn down as expenses are met.

#### CAPITAL NONRECURRING FUND

The Pequot/Mohegan Grant was budgeted at \$212,000. The current estimate from the State is \$239,442 or \$27,442 more than budget.

#### DEBT SERVICE FUND

Fund Balance increased from \$79,431 on July 1, 2012 to \$730,832 at December 31, 2012. This will be drawn down as principal and interest payments are made throughout the year.

## ENTERPRISE/INTERNAL SERVICE FUNDS

### Solid Waste Fund

Revenues exceeded expenditures by \$41,263. Retained Earnings increased from \$210,405 at July 1, 2012 to \$251,668 at December 31, 2012.

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

Revenues and Other Financing sources were more than expenditures through the second quarter by \$195,591. Fund Equity increased from \$3,905,066 (including contributed capital) at July 1, 2012 to \$4,100,657 at December 31, 2012. Claims through December have averaged \$482,586 as compared to \$472,898 for the prior year. The five year average increase for 2008 to 2012 is 0.03%. To be considered fully funded, the Health Insurance Fund needs to maintain a fund balance of \$2.3 million.

### Worker's Compensation Fund

Operating revenues exceeded expenditures by \$108,043 through the second quarter. Retained Earnings increased from \$51,293 to \$159,336 at December 31, 2012. This will be drawn down as premiums are paid throughout the year.

### Management Services Fund

Management Services Fund revenues through December 31, 2012 exceeded expenditures by \$346,261. Fund Balance increased from \$1,970,384 at July 1, 2012 to \$2,316,645 at December 31, 2012. I expect some of this increase will be drawn down through the remainder of the year.

## CEMETERY FUND

Retained earnings in the Cemetery Fund decreased from \$307,261 at July 1, 2012 to \$288,447 at December 31, 2012. The major costs for this fund are mowing and cemetery maintenance.

## LONG TERM INVESTMENT POOL

The pool experienced a \$6,844 increase in the market value of its portfolio for the period July 1, 2012 to December 31, 2012.

## EASTERN HIGHLANDS HEALTH DISTRICT

Operating expenditures exceeded revenues by \$2,305 and Fund Balance decreased from \$384,599 to \$382,294.

MANSFIELD DOWNTOWN PARTNERSHIP

Operating revenues exceeded expenditures by \$127,659 through December 31, 2012, and Fund Balance increased from \$303,274 to \$430,933. I also expect this balance to be drawn down as expenses are met.

**TOWN OF MANSFIELD  
TRIAL BALANCE  
December 31, 2012**

<u>GENERAL FUND</u>	<u>DEBIT</u>	<u>CREDIT</u>
Cash Equivalent Investments	\$ 7,933,204	\$ -
Working Cash Fund	4,800	
Accounts Receivable	7,839	
Taxes Receivable - Current	9,861,909	
Taxes Receivable - Delinquent	487,191	
Accounts and Other Payables		401,696
Refundable Deposits		97,998
Deferred Revenue - Taxes		10,240,541
Encumbrances Payable - Prior Year		253,527
Liquidation - Prior Year Encumbrances	182,297	
Fund Balance - Undesignated		2,371,657
Actual Expenditures	22,628,929	
Actual Revenues		27,740,750
	<u>\$ 41,106,169</u>	<u>\$ 41,106,169</u>

DAYCARE COMBINED PROGRAM  
 COMPARATIVE STATEMENT OF REVENUES AND EXPENDITURES  
 AND CHANGES IN FUND BALANCE  
 FOR THE PERIOD ENDED DECEMBER 31, 2012  
 (with comparative totals for December 31, 2011)

	BUDGET	December 31	
	2012/13	2012	2011
<b>REVENUES:</b>			
Intergovernmental - Nat'l. School Lunch	\$ 34,000	\$ 14,914	\$ 18,808
Intergovernmental - Day Care Grant	319,119	167,856	167,856
School Readiness Program	32,890	15,020	15,020
UConn	78,750	78,750	78,750
Fees	877,200	381,422	364,331
Subsidies	32,500	24,759	36,020
	<hr/>	<hr/>	<hr/>
Total Revenues	1,374,459	682,721	680,785
<b>EXPENDITURES:</b>			
Administrative	187,911	88,491	95,061
Direct Program	1,043,057	501,439	491,916
Purchased Property Services	18,250	7,555	8,720
Repairs & Maintenance	6,500	4,647	1,934
Insurance	18,000	2,084	6,678
Other Purchased Services	11,150	5,101	9,835
Food Service Supplies	37,250	19,671	19,221
Energy	28,500	14,250	14,250
Supplies & Miscellaneous	18,850	7,495	9,021
Equipment	1,250		22,860
	<hr/>	<hr/>	<hr/>
Total Expenditures	1,370,718	650,733	679,496
<b>EXCESS/(DEFICIENCY)</b>	3,741	31,988	1,289
<b>FUND BALANCE, JULY 1</b>	<hr/>	<hr/>	<hr/>
<b>FUND BALANCE, END OF PERIOD</b>	\$ 255,893	\$ 284,140	\$ 229,581

MANSFIELD BOARD OF EDUCATION  
CAFETERIA FUND  
BALANCE SHEET  
AS OF DECEMBER 31, 2012  
(with comparative totals for DECEMBER 31, 2011)

	December 30	
	2012	2011
<u>Assets</u>		
Cash	\$ 345,674	\$ 260,213
Inventory	15,568	67,178
Total Assets	\$ 361,242	\$ 327,391
<u>Liabilities and Fund Balances</u>		
<u>Liabilities</u>		
Due to Other Funds	\$ -	\$ -
Total Liabilities	-	-
<u>Fund Balance</u>		
Fund Balance:		
Unreserved, undesignated	361,242	327,391
Total Fund Balance	361,242	327,391
Total Liabilities and Fund Balance	\$ 361,242	\$ 327,391

MANSFIELD BOARD OF EDUCATION  
CAFETERIA FUND  
COMPARATIVE STATEMENT OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCE  
FOR THE PERIOD ENDED DECEMBER 31, 2012  
(with comparative totals for December 31, 2011)

	BUDGET	December 31	
	2012/13	2012	2011
Operating Revenues:			
Intergovernmental	\$ 244,130	\$ 75,384	\$ 79,775
Sales of Food	600,700	277,234	262,326
Other	51,580	25,458	26,913
Total Operating Revenues	<u>896,410</u>	<u>378,076</u>	<u>369,014</u>
Other Financing:			
Transfers In - General Fund Board	-	-	20,000
Total Revenues & Other Financing	<u>896,410</u>	<u>378,076</u>	<u>389,014</u>
Operating Expenditures:			
Salaries & Benefits	581,520	254,095	252,841
Food & Supplies	297,358	132,870	118,752
Professional and Technical	2,550		-
Equipment - Other	10,000	762	8,696
Equipment Repairs & Contracts	2,000	419	-
Total Operating Expenditures	<u>893,428</u>	<u>388,146</u>	<u>380,289</u>
Excess/(Deficiency)	2,982	(10,070)	8,725
Fund Balance, July 1	<u>371,312</u>	<u>371,312</u>	<u>318,666</u>
Fund Balance, End of Period	<u>\$ 374,294</u>	<u>\$ 361,242</u>	<u>\$ 327,391</u>

Mansfield Parks and Recreation  
Balance Sheet  
As of Dec. 31st, 2012  
(with comparative totals for Dec. 31st, 2012)

	December 31	
	2012	2011
<u>Assets</u>		
Cash	\$ 232,881	\$ 173,833
Due From State Government	-	-
Accounts Receivable	-	-
Total Assets	\$ 232,881	\$ 173,833
<u>Liabilities and Fund Balances</u>		
<u>Liabilities</u>		
Accounts Payable	\$ -	\$ -
Due to Other Funds	-	-
Total Liabilities	-	-
<u>Fund Balance</u>		
Fund Balance:		
Deferred Revenue	-	-
Reserve for Encumbrances	8,572	11,652
Unreserved, undesignated	224,309	162,181
Total Fund Balance	232,881	173,833
Total Liabilities and Fund Balance	\$ 232,881	\$ 173,833

MANSFIELD PARKS & RECREATION FUND  
REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
AS OF Dec. 31st, 2012  
(With comparative totals as of Dec 31st, 2011)

	Budget	Dec 31	
	2012/13	2012	2011
<b>REVENUES:</b>			
Membership Fees	\$ 875,000	\$ 421,189	\$ 360,440
Program Fees	645,360	405,596	362,189
Fee Waivers	122,020	-	-
Daily Admission Fees	63,250	25,191	29,274
Rent - Facilities/Parties	32,000	10,853	9,750
Employee Wellness	20,160	-	-
Rent - E.O. Smith	11,250	-	-
Contributions	4,050	435	4,409
Sale of Merchandise	3,600	1,646	2,318
Sale of Food	3,200	2,583	165
Charge for Services	10,000		
Other	3,900	1,676	1,914
<b>Total Revenues</b>	<b>1,793,790</b>	<b>869,171</b>	<b>770,458</b>
<b>OPERATING TRANSFERS:</b>			
General Fund - Recreation Administrative	321,700	321,700	314,160
General Fund - Community Programs	75,000	75,000	75,000
CNR Fund - Bicent. Pond	25,000	25,000	25,000
CNR Fund - Teen Center	25,000	25,000	25,000
<b>Total Rev. &amp; Op Trans</b>	<b>2,240,490</b>	<b>1,315,871</b>	<b>1,209,618</b>
<b>EXPENDITURES:</b>			
Salaries & Wages	1,294,680	661,299	639,292
Benefits	255,830	125,331	124,989
Professional & Technical	146,100	78,926	64,280
Purchased Property Services	28,600	13,007	16,280
Repairs & Maintenance	20,200	18,116	6,848
Other Purchased Services/Rentals	151,550	88,183	92,170
Other Supplies	7,320	4,831	2,950
Energy	144,000	72,000	65,708
Building Supplies	42,900	34,055	27,810
Recreation Supplies	77,460	60,998	46,233
Equipment	54,370	51,258	46,965
Improvements	-	-	2,300
<b>Total Expenditures</b>	<b>2,223,010</b>	<b>1,208,004</b>	<b>1,135,825</b>
<b>EXCESS/DEFICIENCY</b>	<b>17,480</b>	<b>107,867</b>	<b>73,793</b>
<b>FUND BALANCE, JULY 1</b>	<b>116,442</b>	<b>116,442</b>	<b>88,388</b>
<b>FUND BALANCE, End of Period</b>	<b>\$-40- 133,922</b>	<b>\$ 224,309</b>	<b>\$ 162,181</b>

TOWN OF MANSFIELD  
 CAPITAL AND NONRECURRING RESERVE FUND BUDGET  
 ESTIMATED REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
 FISCAL YEAR 2011/12

	Actual 07/08	Actual 08/09	Actual 09/10	Actual 10/11	Actual 11/12	Adopted 12/13	Estimated 12/13	Projected 13/14	Projected 14/15	Projected 15/16	Projected 16/17
<b>SOURCES:</b>											
<b>Revenues:</b>											
General Fund Contribution	644,000	85,000	685,000	387,500	561,000	1,014,210	1,014,210	1,258,000	1,350,000	1,450,000	1,525,000
Board Contribution			85,000								
Ambulance User Fees	289,884	304,089	279,790	362,821	251,085	330,000	290,000	330,000	330,000	330,000	330,000
Other		30,813	10,464				16,110				
Sewer Assessments	14,400					3,000	913	3,000	3,000	3,000	3,000
Pequot Funds	389,462	349,407	191,333	193,910	211,700	212,000	239,442	212,000	212,000	212,000	212,000
<b>Total Sources</b>	<b>1,337,746</b>	<b>769,309</b>	<b>1,251,587</b>	<b>944,231</b>	<b>1,023,785</b>	<b>1,559,210</b>	<b>1,560,675</b>	<b>1,803,000</b>	<b>1,895,000</b>	<b>1,995,000</b>	<b>2,070,000</b>
<b>USES:</b>											
<b>Operating Transfers Out:</b>											
Community Events					175,000	175,000	175,000	200,000	200,000	200,000	200,000
Management Services Fund	200,000	150,000	150,000	150,000	175,000	175,000	200,000	200,000	200,000	200,000	200,000
Debt Service Sinking Fund	200,000	75,000	150,000	150,000							
Retire Debt for Fire Truck	70,000		80,000	80,000							
Property Tax Revaluation Fund	25,000	25,000	25,000	35,000	25,000	25,000					
Capital Fund	458,300	307,124	395,000	457,891	718,566	1,208,000	1,215,350	1,481,000	1,548,500	1,693,335	1,828,260
Capital Fund - Storrs Center Reserve						96,210	96,210	96,210	96,210	96,210	96,210
Capital Fund - MMS Heating Conversion			376,000								
Parks & Recreation Operating Subsidy	251,538	50,000	50,000	50,000	50,000						
Retiree Medical Insurance Fund	50,000										
Compensated Absences Fund	50,000	40,000	50,000	70,000	55,000	58,000	58,000	57,000			
Downtown Partnership	63,000										
<b>Total Uses</b>	<b>1,367,838</b>	<b>647,124</b>	<b>1,276,000</b>	<b>992,891</b>	<b>1,023,566</b>	<b>1,562,210</b>	<b>1,569,560</b>	<b>1,834,210</b>	<b>1,844,710</b>	<b>1,989,545</b>	<b>2,124,470</b>
Excess/(Deficiency)	(30,092)	122,185	(24,413)	(48,660)	219	(3,000)	(8,885)	(31,210)	50,290	5,455	(54,470)
Fund Balance/(Deficit) July 1	(5,817)	(35,909)	86,276	61,863	13,203	13,422	13,422	4,537	(26,673)	23,617	29,072
Fund Balance, June 30	(\$35,909)	\$86,276	\$61,863	\$13,203	\$13,422	\$10,422	\$4,537	(\$26,673)	\$23,617	\$29,072	(\$25,398)

General Government

Revenues

Expenses

Account and Description	Adjusted			Adjusted			
	Budget	Received	Balance	Budget	Encumbrance	Expenses	Balance
81103 Landscape Public Buildings	10,000.00	10,000.00	-	10,000.00	0.00	6,609.89	3,390.11
81611 Pool Cars	35,000.00	35,000.00	-	35,000.00	0.00	60,784.20	(25,784.20)
81820 Financial Software	245,799.58	245,799.58	-	245,799.58	0.00	243,657.17	2,142.41
81821 Fiber Connection to Fire Stations	25,000.00	25,000.00	-	25,000.00	0.00	0.00	25,000.00
81822 Town Clerk Imaging/Mgmt System	20,000.00	20,000.00	-	20,000.00	0.00	0.00	20,000.00
81919 Strategic Planning Study	185,000.00	185,000.00	-	185,000.00	0.00	173,549.97	11,450.03
<b>Total General Government:</b>	<b>\$ 520,799.58</b>	<b>\$ 520,799.58</b>	<b>\$ 0.00</b>	<b>\$ 520,799.58</b>	<b>\$ 0.00</b>	<b>\$ 484,601.23</b>	<b>\$ 36,198.35</b>

Community Development

Revenues

Expenses

Account and Description	Adjusted			Adjusted			
	Budget	Received	Balance	Budget	Encumbrance	Expenses	Balance
83530 Four Corners Sewer/Water Impro	680,000.00	330,000.00	350,000.00	680,000.00	1,443.00	140,330.37	538,226.63
84103 Storrs Center Reserve	1,648,700.00	1,620,896.19	27,803.81	1,648,700.00	145,170.92	1,248,662.88	254,866.20
84122 Improvements Storrs Rd Urban	2,500,000.00	107,274.00	2,392,726.00	2,500,000.00	797,007.94	1,455,879.70	247,112.36
84123 Streetscape/Ped.Improv. DOT	1,474,800.00	302,000.00	1,172,800.00	1,474,800.00	500,000.00	2,176.00	972,624.00
84124 Imprvmnts StorrsRd DOT/Lieber	2,250,000.00	72,817.65	2,177,182.35	2,250,000.00	-	2,262,155.09	(12,155.09)
84125 StorrsCtr Inter Transp CtrDesign	612,500.00	270,811.53	341,688.47	612,500.00	56,516.39	279,587.15	276,396.46
84126 Parking Garage Transit Hub	10,000,000.00	9,024,812.00	975,188.00	10,000,000.00	104,555.25	#####	(1,658,549.82)
84127 DECD STEAP#2 Pha1A+Dog Lane Cr	500,000.00	-	500,000.00	500,000.00	-	500,000.00	-
84128 DECD STEAP #3 Dog Lane Design	200,000.00	200,000.00	-	200,000.00	-	199,999.49	0.51
84129 Omnibus Budget Bill Feb2009	712,500.00	219,053.49	493,446.51	712,500.00	250,740.43	498,485.92	(36,726.35)
84130 Bus Facilities Program (FTA)	6,175,000.00	345,009.69	5,829,990.31	6,175,000.00	2,827,984.63	1,181,991.12	2,165,024.25
84131 DECD STEAP 4 Village Street Utilitie	500,000.00	-	500,000.00	500,000.00	500,000.00	-	-
84132 Leyland/EDR Infrastructure (\$3M)	-	-	-	-	887,482.18	423,682.93	(1,311,165.11)
84133 DECD Brownfield Remediation	450,000.00	-	450,000.00	450,000.00	-	-	450,000.00
84170 HUD Community Challenge Grant	206,530.00	17,712.21	188,817.79	206,530.00	479,500.00	12,931.08	(285,901.08)
<b>Total Community Development:</b>	<b>\$ 27,910,030.00</b>	<b>\$ 12,510,386.76</b>	<b>\$ 15,399,643.24</b>	<b>\$ 27,910,030.00</b>	<b>\$ 6,550,400.74</b>	<b>\$ 19,759,876.30</b>	<b>\$ 1,599,752.96</b>

Capitol Projects as of January 31, 2013

Public Safety

Revenues

Expenses

Account and Description	Adjusted Budget	Received	Balance	Adjusted Budget	Encumbrance	Expenses	Balance
82701 Animal Control Van	20,000.00	20,000.00	-	20,000.00	-	21,070.63	(1,070.63)
82801 Fire & Emerg Serv Comm Equipmen	30,000.00	30,000.00	-	30,000.00	-	-	30,000.00
82819 Vehicle Key Boxes	7,500.00	7,500.00	-	7,500.00	-	559.00	6,941.00
82822 Forestry 307 Chassis Changeover	30,000.00	30,000.00	-	30,000.00	884.56	29,115.44	-
82823 Rescue Equipment	18,000.00	18,000.00	-	18,000.00	-	15,202.33	2,797.67
82824 Fire Hose	20,000.00	20,000.00	-	20,000.00	-	10,867.26	9,132.74
82825 Ambulance 607 11/12	210,000.00	-	210,000.00	210,000.00	212,450.46	-	(2,450.46)
82826 SCBA Air Tanks	25,000.00	25,000.00	-	25,000.00	-	9,998.00	15,002.00
82827 Fire Personal Protective Equipment	31,000.00	31,000.00	-	31,000.00	-	13,020.00	17,980.00
82828 Replacement 78MF	33,000.00	33,000.00	-	33,000.00	5,415.22	25,964.80	1,619.98
82829 Replacement ET507	200,000.00	200,000.00	-	200,000.00	-	-	200,000.00
82902 Fire Ponds	41,500.00	41,500.00	-	41,500.00	-	25,098.07	16,401.93
<b>Total Public Safety:</b>	<b>\$ 666,000.00</b>	<b>\$ 456,000.00</b>	<b>\$ 210,000.00</b>	<b>\$ 666,000.00</b>	<b>\$ 218,750.24</b>	<b>\$ 150,895.53</b>	<b>\$ 296,354.23</b>

Community Services

Revenues

Expenses

Account and Description	Adjusted Budget	Received	Balance	Adjusted Budget	Encumbrance	Expenses	Balance
84808 Senior Center Van 11/12	50,000.00	10,000.00	40,000.00	50,000.00	-	45,482.00	4,518.00
85102 BCP Restroom Improvements	13,000.00	13,000.00	-	13,000.00	-	4,500.00	8,500.00
85104 Lions Club Park	566,000.00	566,000.00	-	566,000.00	-	566,000.00	-
85105 Open Space Purchase	4,409,389.00	3,369,355.00	1,040,034.00	4,409,389.00	-	3,191,073.57	1,218,315.43
85804 Community Center Equipment	283,200.00	235,100.00	48,100.00	283,200.00	-	230,332.89	52,867.11
85806 Skate Park	40,000.00	40,000.00	-	40,000.00	-	38,565.68	1,434.32
85808 Comm Center Locker Room Ventilati	20,000.00	20,000.00	-	20,000.00	-	18,466.71	1,533.29
85811 Playscapes New/Replacements	60,000.00	60,000.00	-	60,000.00	-	50,203.00	9,797.00
85812 Comm Center Facility Upgrades	15,000.00	15,000.00	-	15,000.00	-	15,000.00	-
85816 Park Improvements	243,000.00	243,000.00	-	243,000.00	-	235,019.42	7,980.58
85824 Playground Resurfacing	52,000.00	52,000.00	-	52,000.00	-	50,480.18	1,519.82
85830 WMTC River Greenway/Blueway	133,880.00	159,640.00	(25,760.00)	133,880.00	-	156,874.34	(22,994.34)
85831 Commonfields Trail Improvement	19,340.00	27,052.40	(7,712.40)	19,340.00	-	21,023.36	(1,683.36)
85835 WHIP Grants-MHP EGVF OSHF	9,200.00	9,200.00	-	9,200.00	-	-	9,200.00
<b>Total Community Services:</b>	<b>\$ 5,914,009.00</b>	<b>\$ 4,819,347.40</b>	<b>\$ 1,094,661.60</b>	<b>\$ 5,914,009.00</b>	<b>\$ 0.00</b>	<b>\$ 4,623,021.15</b>	<b>\$ 1,290,987.85</b>

Capitla Projects as of January 31, 2013

Facilities Management

Revenues

Expenses

Account and Description	Adjusted Budget	Received	Balance	Adjusted Budget	Encumbrance	Expenses	Balance
82205 Boiler/Heat/Plumbing - Fire	50,000.00	50,000.00	-	50,000.00	-	39,848.94	10,151.06
86106 New Wells - Schools	1,100,000.00	960,687.00	139,313.00	1,100,000.00	-	1,172,656.26	(72,656.26)
86260 Maintenance Projects	784,391.00	784,391.00	-	784,391.00	3,335.08	727,378.16	53,677.76
86278 Four School Renovation Project	160,000.00	10,000.00	150,000.00	160,000.00	-	287,068.93	(127,068.93)
86284 MMS Heating Alterations	4,650,000.00	4,103,706.86	546,293.14	4,650,000.00	-	4,507,868.34	142,131.66
86285 MMS Asbestos Removal 2007	65,000.00	46,152.13	18,847.87	65,000.00	-	44,559.13	20,440.87
86286 MMS Carpet Replacement	25,000.00	26,808.87	(1,808.87)	25,000.00	-	23,397.00	1,603.00
86290 Roof Repairs	199,900.00	199,900.00	-	199,900.00	4,971.63	194,759.10	169.27
Total Facilities Management:	\$ 7,034,291.00	\$ 6,181,645.86	\$ 852,645.14	\$ 7,034,291.00	\$ 8,306.71	\$ 6,997,535.86	\$ 28,448.43

Public Works

Revenues

Expenses

Account and Description	Adjusted Budget	Received	Balance	Adjusted Budget	Encumbrance	Expenses	Balance
83101 Tree Replacement	32,500.00	32,500.00	-	32,500.00	-	15,612.41	16,887.59
83219 Salt Storage Building	250,000.00	250,000.00	-	250,000.00	-	231,144.96	18,855.04
83302 Sm Bridges & Culverts	319,084.00	319,084.00	-	319,084.00	40,000.00	221,591.73	57,492.27
83303 Large Bridge Maintenance	536,286.00	536,286.00	-	536,286.00	70,000.00	388,910.01	77,375.99
83306 Stone Mill Bridge	1,716,350.00	772,066.17	944,283.83	1,716,350.00	34,416.08	1,041,152.64	640,781.28
83308 Town Walkways/Transp Enhancemt	668,000.00	698,084.89	(30,084.89)	668,000.00	6,719.59	732,891.09	(71,610.68)
83309 Laurel Lane Bridge	1,340,600.00	438,076.77	902,523.23	1,340,600.00	729,961.70	497,432.30	113,206.00
83310 South Eagleville Walkway 11/12	400,000.00	-	400,000.00	400,000.00	-	-	400,000.00
83401 Road Drainage	508,811.00	509,840.09	(1,029.09)	508,811.00	23,041.88	396,364.81	89,404.31
83510 Guard Rails	44,197.00	44,197.00	-	44,197.00	-	31,866.53	12,330.47
83524 Road Resurfacing	2,933,810.00	2,767,951.00	165,859.00	2,933,810.00	-	2,770,027.01	163,782.99
83527 Hunting Lodge Rd Walkway 0809	100,000.00	100,000.00	-	100,000.00	-	90,718.54	9,281.46
83601 Pickup Mounted Sign	10,000.00	10,000.00	-	10,000.00	-	-	10,000.00
83636 LARGE DUMP TRUCK 11/12	166,225.11	21,229.11	144,996.00	166,225.11	-	167,192.46	(967.35)
83637 Small Dump Truck & Sander 11/12	45,000.00	1,710.00	43,290.00	45,000.00	-	46,901.08	(1,901.08)
83638 Small Dump Truck & Sander	30,000.00	30,000.00	-	30,000.00	26,055.00	-	3,945.00
83639 Large Dump Trucks	100,000.00	100,000.00	-	100,000.00	-	-	100,000.00
83729 Snowplows	20,500.00	20,500.00	-	20,500.00	-	19,227.50	1,272.50
83733 Storrs Center Equipment	100,000.00	100,000.00	-	100,000.00	-	-	100,000.00
83911 Engineering Cad Upgrades	168,500.00	168,500.00	-	168,500.00	-	155,934.98	12,565.02
83917 GPS Units - Additional Units	15,000.00	-	15,000.00	15,000.00	-	4,167.00	10,833.00
Total Public Works:	\$ 9,504,863.11	\$ 6,920,025.03	\$ 2,584,838.08	\$ 9,504,863.11	\$ 930,194.25	\$ 6,811,135.05	\$ 1,763,533.81

Capital Projects as of January 31, 2013

Revenue/Expenditure Summary

<u>Account and Description</u>	<i>Revenues</i>			<i>Expenses</i>			
	<u>Adjusted Budget</u>	<u>Received</u>	<u>Balance</u>	<u>Adjusted Budget</u>	<u>Encumbrance</u>	<u>Expenses</u>	<u>Balance</u>
General Government	520,800	520,800	-	520,800	-	484,601	36,198
Community Development	27,910,030	12,510,387	15,399,643	27,910,030	6,550,401	19,759,876	1,599,753
Public Safety	666,000	456,000	210,000	666,000	218,750	150,896	296,354
Community Services	5,914,009	4,819,347	1,094,662	5,914,009	-	4,623,021	1,290,988
Facilities Management	7,034,291	6,181,646	852,645	7,034,291	8,307	6,997,536	28,448
Public Works	9,504,863	6,920,025	2,584,838	9,504,863	930,194	6,811,135	1,763,534
<b>Grand Total:</b>	<b>\$ 51,549,992.69</b>	<b>\$ 31,408,204.63</b>	<b>\$ 20,141,788.06</b>	<b>\$ 51,549,992.69</b>	<b>\$ 7,707,651.94</b>	<b>\$ 38,827,065.12</b>	<b>\$ 5,015,275.63</b>

DEBT SERVICE FUND  
BALANCE SHEET  
AS OF DECEMBER 31, 2012  
(with comparative totals for December 31, 2011)

	December 31	
	2012	2011
Assets:		
Cash and cash equivalents	\$ 730,832	\$ 774,772
Total Assets	\$ 730,832	\$ 774,772
Fund Balance		
Fund Balance:		
Unreserved:		
Undesignated	\$ 730,832	\$ 774,772
Total Liabilities and Fund Balance	\$ 730,832	\$ 774,772

DEBT SERVICE FUND  
 COMPARATIVE STATEMENT OF REVENUES, EXPENDITURES AND  
 CHANGES IN FUND BALANCE  
 FOR THE PERIOD ENDED DECEMBER 31, 2012  
 (with comparative totals for December 31, 2011)

	BUDGET	December 31	
	2012/13	2012	2011
Revenues:			
Bond Proceeds	\$ -	\$ -	\$ -
Interest Income		-	1,285
Total Revenues	-	-	1,285
Other Financing:			
Operating Transfers In:			
General Fund	\$ 825,000	\$ 825,000	\$ 825,000
CNR Fund			
Total Revenues and Other Financing Sources	825,000	825,000	826,285
Expenditures:			
Principal Payments	705,870	105,436	101,449
Interest Payments	153,190	68,163	49,572
Total expenditures	859,060	173,599	151,021
Excess of revenues and other financing sources over expenditures	(34,060)	651,401	675,264
Fund balance, July 1	79,431	79,431	99,508
Fund balance, End of Period	\$ 45,371	\$ 730,832	\$ 774,772

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

	06/07 ACTUAL	07/08 ACTUAL	08/09 ACTUAL	09/10 ACTUAL	10/11 ACTUAL	11/12 ACTUAL	12/13 ADOPTED	13/14 PROJECTED	14/15 PROJECTED	15/16 PROJECTED
<b>REVENUES:</b>										
Intergovernmental	\$295,462	\$180,794	\$105,218							
Bonds					133,000					
Premium Income					55,542					
State Revenue Sharing										
Interest on Unspent Balance						1,285				
Other (Refund on Lease Purchase in 09/10)				6,500						
Other (Co-Gen Grant in 09/10 elimin)										
<b>TOTAL REVENUES</b>	<b>295,462</b>	<b>180,794</b>	<b>105,218</b>	<b>6,500</b>	<b>188,542</b>	<b>1,285</b>				
Operating Transfers In - General Fund	400,000	400,000	415,000	500,000	760,000	825,000	825,000	675,000	350,000	300,000
Operating Transfers In - CNR Fund	215,000	200,000	75,000	150,000	150,000					
Operating Transfers In - MS Fund			75,000							
<b>TOTAL REVENUES AND OPERATING TRANSFERS IN</b>	<b>910,462</b>	<b>780,794</b>	<b>670,218</b>	<b>656,500</b>	<b>1,098,542</b>	<b>826,285</b>	<b>825,000</b>	<b>675,000</b>	<b>350,000</b>	<b>300,000</b>
<b>EXPENDITURES:</b>										
Principal Retirement	805,000	660,000	530,000	455,000	455,000	460,000	460,000	145,000		
Interest	176,482	136,082	104,202	81,927	64,765	45,656	25,900	5,220		
Principal Retirement - GOB 2011								220,000	220,000	220,000
Interest - GOB 2011						91,706	93,525	93,525	86,925	80,325
Lease Purchase - Co-Gen/Pool Covers 07/08			78,134	78,142	64,129	78,134	78,134			
Lease Purchase - CIP Equip 08/09				48,878	113,886	113,886	113,886	113,886		
Lease Purchase - CIP Equip 09/10					87,617	87,617	87,617	87,617	87,617	
Professional/Technical										
<b>TOTAL EXPENDITURES</b>	<b>981,482</b>	<b>801,082</b>	<b>715,336</b>	<b>663,947</b>	<b>895,603</b>	<b>876,999</b>	<b>859,062</b>	<b>665,248</b>	<b>394,542</b>	<b>300,325</b>
<b>REVENUES AND OTHER FINANCING SOURCES OVER/ (UNDER) EXPENDITURES</b>	<b>(71,020)</b>	<b>(20,288)</b>	<b>(45,118)</b>	<b>(7,447)</b>	<b>202,939</b>	<b>(50,714)</b>	<b>(34,062)</b>	<b>9,752</b>	<b>(44,542)</b>	<b>(325)</b>
<b>FUND BALANCE, JULY 1</b>	<b>71,079</b>	<b>59</b>	<b>(20,229)</b>	<b>(65,347)</b>	<b>(72,794)</b>	<b>130,145</b>	<b>79,431</b>	<b>45,369</b>	<b>55,121</b>	<b>10,579</b>
<b>FUND BALANCE, JUNE 30</b>	<b>\$59</b>	<b>(\$20,229)</b>	<b>(\$65,347)</b>	<b>(\$72,794)</b>	<b>\$130,145</b>	<b>\$79,431</b>	<b>\$45,369</b>	<b>\$55,121</b>	<b>\$10,579</b>	<b>\$10,254</b>

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

	16/17 PROJECTED	17/18 PROJECTED	18/19 PROJECTED	19/20 PROJECTED	20/21 PROJECTED	21/22 PROJECTED	22/23 PROJECTED	23/24 PROJECTED	24/25 PROJECTED	25/26 PROJECTED
<b>REVENUES:</b>										
Intergovernmental										
Bonds										
Premium Income										
State Revenue Sharing										
Interest on Unspent Balance										
Other (Refund on Lease Purchase in 09/10)										
Other (Co-Gen Grant in 09/10 elimin)										
<b>TOTAL REVENUES</b>										
Operating Transfers In - General Fund	300,000	300,000	275,000	275,000	275,000	250,000	250,000	250,000	250,000	200,000
Operating Transfers In - CNR Fund										
Operating Transfers In - MS Fund										
<b>TOTAL REVENUES AND OPERATING TRANSFERS IN</b>	<b>300,000</b>	<b>300,000</b>	<b>275,000</b>	<b>275,000</b>	<b>275,000</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>200,000</b>
<b>EXPENDITURES:</b>										
Principal Retirement										
Interest										
Principal Retirement - GOB 2011	220,000	220,000	220,000	220,000	220,000	220,000	220,000	220,000	220,000	200,000
Interest - GOB 2011	73,725	67,125	60,525	53,925	47,325	40,725	33,850	25,600	16,800	8,000
Lease Purchase - Co-Gen/Pool Covers 07/08										
Lease Purchase - CIP Equip 08/09										
Lease Purchase - CIP Equip 09/10										
Professional/Technical										
<b>TOTAL EXPENDITURES</b>	<b>293,725</b>	<b>287,125</b>	<b>280,525</b>	<b>273,925</b>	<b>267,325</b>	<b>260,725</b>	<b>253,850</b>	<b>245,600</b>	<b>236,800</b>	<b>208,000</b>
<b>REVENUES AND OTHER FINANCING SOURCES OVER/ (UNDER) EXPENDITURES</b>	<b>6,275</b>	<b>12,875</b>	<b>(5,525)</b>	<b>1,075</b>	<b>7,675</b>	<b>(10,725)</b>	<b>(3,850)</b>	<b>4,400</b>	<b>13,200</b>	<b>(8,000)</b>
<b>FUND BALANCE, JULY 1</b>	<b>10,254</b>	<b>16,529</b>	<b>29,404</b>	<b>23,879</b>	<b>24,954</b>	<b>32,629</b>	<b>21,904</b>	<b>18,054</b>	<b>22,454</b>	<b>35,654</b>
<b>FUND BALANCE, JUNE 30</b>	<b>\$16,529</b>	<b>\$29,404</b>	<b>\$23,879</b>	<b>\$24,954</b>	<b>\$32,629</b>	<b>\$21,904</b>	<b>\$18,054</b>	<b>\$22,454</b>	<b>\$35,654</b>	<b>\$27,654</b>

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SOLID WASTE DISPOSAL FUND  
BALANCE SHEET  
AS OF DECEMBER 31, 2012  
(with comparative totals for December 31, 2011)

	December 31	
	2012	2011
<u>CURRENT ASSETS</u>		
Cash	\$ 343,002	\$ 330,261
Accounts Receivable (net of allow. for uncollectable accts)	26,400	31,990
Total Current Assets	369,402	362,251
<u>FIXED ASSETS</u>		
Land	8,500	8,500
Buildings & Equipment	565,138	565,138
Less: Accumulated Depreciation	(497,257)	(502,722)
Total Fixed Assets	76,381	70,916
TOTAL ASSETS	\$ 445,783	\$ 433,167
<u>LIABILITIES AND FUND EQUITY</u>		
<u>CURRENT LIABILITIES</u>		
Accounts Payable	\$ 63,663	\$ 46,390
Accrued Compensated Absences	14,852	14,707
Refundable Deposits	23,600	21,525
Total Current Liabilities	102,115	82,622
<u>LONG-TERM LIABILITIES</u>		
Landfill Postclosure Costs	92,000	96,000
Total Long-Term Liabilities	92,000	96,000
TOTAL LIABILITIES	194,115	178,622
<u>FUND EQUITY</u>		
Retained Earnings	251,668	254,545
Total Fund Equity	251,668	254,545
TOTAL LIABILITIES AND FUND EQUITY	\$ 445,783	\$ 433,167

SOLID WASTE DISPOSAL FUND  
 COMPARATIVE STATEMENTS OF REVENUES, EXPENDITURES  
 AND CHANGES IN FUND BALANCE  
 DECEMBER 31, 2012  
 (with comparative totals for December 31, 2011)

	BUDGET	December 31	
	2012/13	2012	2011
Operating Revenues:			
Transfer Station Fees	\$ 84,000	\$ 60,935	\$ 37,815
Garbage Collection Fees	901,700	483,282	468,596
Sale of Recyclables	15,000	3,086	16,302
Other Revenues	-	7,777	832
Total Operating Revenues	<u>1,000,700</u>	<u>555,080</u>	<u>523,545</u>
Operating Expenses:			
Hauler's Tipping Fees	177,290	85,839	81,627
Mansfield Tipping Fees	53,180	24,281	31,541
Wage & Fringe Benefits	326,645	138,175	149,891
Computer Software	4,320	4,020	4,320
Trucking Fee	33,275	8,434	11,548
Recycling Cost	15,500	7,585	9,353
Contract Pickup	377,965	204,850	193,494
Professional & Technical Services	-	18,618	
Supplies and Services	24,690	7,247	7,951
Depreciation Expense	9,535	4,768	15,000
Hazardous Waste	15,000	-	
Equipment Parts/Other	2,100	-	
LAN/WAN Expenditures	10,000	10,000	10,000
Total Operating Expenses	<u>1,049,500</u>	<u>513,817</u>	<u>514,725</u>
NET INCOME (LOSS)	(48,800)	41,263	8,820
Retained Earnings, July 1	<u>210,405</u>	<u>210,405</u>	<u>245,725</u>
Retained Earnings, End of Period	<u>\$ 161,605</u>	<u>\$ 251,668</u>	<u>\$ 254,545</u>

HEALTH INSURANCE FUND  
BALANCE SHEET  
December 31st, 2012  
(with comparative totals for December 31st, 2011)

	December 31st	
	2012	2011
<u>Assets</u>		
Cash and cash equivalents	\$ 4,448,657	\$ 4,571,706
Accounts Receivable	-	-
Due from Other Funds	-	-
Total Assets	\$ 4,448,657	\$ 4,571,706
 <u>Liability and Fund Equity</u>		
Liabilities:		
Accrued Medical Claims	\$ 348,000	\$ 376,000
Total Liabilities	348,000	376,000
 Fund Equity		
Net Contributed Capital	400,000	400,000
Retained Earnings	3,700,657	3,795,706
Total Fund Equity	4,100,657	4,195,706
Total Liabilities and Fund Equity	\$ 4,448,657	\$ 4,571,706

HEALTH INSURANCE FUND  
 COMPARATIVE STATEMENTS OF REVENUES, EXPENDITURES  
 AND CHANGES IN FUND BALANCE  
 December 31st, 2012  
 (with comparative totals for December 31st, 2011)

	December 31st	
	2012	2011
Revenues:		
Premium income	\$ 3,539,950	\$ 3,624,081
Interest income	2,671	165
Total Revenues	3,542,621	3,624,246
Expenditures:		
Payroll	58,393	51,168
Administrative expenses	292,725	250,438
Medical claims	2,929,489	2,771,197
Consultants	5,313	
Employee Wellness Program	11,600	
Medical Supplies	39,510	52,532
LAN/WAN Expenditures	10,000	10,000
Total Expenditures	3,347,030	3,135,335
Revenues and Other Financing Sources Over/ (Under) Expenditures	195,591	488,911
Contributed Capital	400,000	400,000
Fund Equity, July 1	3,505,066	3,306,795
Fund Equity plus Cont. Capital, End of Period	\$ 4,100,657	\$ 4,195,706



ANTHEM BLUE CROSS MONTHLY CLAIMS  
FISCAL YEAR BASIS

MONTH	99/00	00/01	FY 01/02	FY 02/03	FY 03/04	FY 04/05	FY 05/06	FY 06/07	FY 07/08	FY08/09	FY09/10	FY10/11	FY11/12	FY12/13	Average '92-'12	5 Yr. Average FY'08-'12
JULY	170,906	216,792	216,195	231,239	353,025	332,653	368,941	409,635	430,780	493,991	534,203	667,615	410,100	471,363	279,336	507,338
AUGUST	146,139	215,571	247,118	247,238	296,808	327,584	323,401	499,754	554,171	567,129	520,970	583,042	443,808	576,008	291,797	533,824
SEPTEMBER	140,741	264,603	230,526	257,491	323,667	302,399	298,440	415,053	430,908	438,495	438,428	320,452	475,683	386,452	257,798	420,793
OCTOBER	108,729	180,875	240,996	262,401	312,245	275,610	351,888	370,945	384,033	440,640	518,768	524,875	429,967	526,558	257,518	459,657
NOVEMBER	125,629	203,813	208,715	217,831	342,691	448,834	299,882	370,405	489,535	383,653	461,484	371,112	419,740	468,559	253,260	425,105
DECEMBER	181,592	185,278	256,252	190,532	415,554	358,577	343,209	427,447	436,589	358,543	368,522	502,648	451,734	429,097	262,205	423,607
JANUARY	204,232	200,762	251,986	333,923	342,476	358,256	356,891	364,331	508,001	454,813	389,841	497,371	461,600		281,118	462,325
FEBRUARY	194,411	180,679	267,614	331,286	340,298	305,259	492,485	527,867	629,924	521,301	497,159	550,094	480,989		316,612	535,894
MARCH	211,199	200,818	237,003	358,881	386,649	409,245	392,138	482,188	399,055	482,221	519,594	600,223	503,600		304,516	500,939
APRIL	181,703	206,143	342,562	259,835	402,093	443,382	321,969	484,465	476,056	473,587	517,452	513,677	461,016		289,803	488,357
MAY	215,754	244,270	276,117	387,515	391,287	387,104	383,505	562,876	516,518	511,932	346,650	398,403	557,547		304,018	466,210
JUNE	193,549	251,842	251,747	347,060	357,517	399,827	386,641	606,023	425,253	419,214	465,244	483,975	468,241		297,590	452,385
ANNUAL TOTAL	2,074,584	2,551,446	3,026,831	3,425,231	4,264,309	4,348,731	4,319,389	5,520,987	5,680,824	5,545,518	5,578,314	6,013,488	5,564,023	2,858,038	3,395,570	5,676,434
MONTHLY AVG	172,882	212,620	252,236	285,436	355,359	362,394	359,949	460,082	473,402	462,127	464,860	501,124	463,669	476,340	282,964	473,036
% OF INCREASE	-5.1%	23.0%	18.6%	13.2%	24.5%	2.0%	-0.7%	27.8%	2.9%	-2.4%	0.6%	7.8%	-7.5%	2.7%	9.81%	0.29%

WORKERS' COMPENSATION FUND  
BALANCE SHEET  
DECEMBER 31, 2012  
(with comparative totals for December 31, 2011)

	December 31	
	2012	2011
<u>ASSETS</u>		
Current Assets:		
Cash and Cash Equivalents	\$ 159,336	\$ 169,877
Total Assets	\$ 159,336	\$ 169,877
<u>FUND BALANCE</u>		
Equity:		
Retained Earnings	\$ 159,336	\$ 169,877
Total Liabilities and Equity	\$ 159,336	\$ 169,877

WORKERS' COMPENSATION FUND  
 COMPARATIVE STATEMENT OF REVENUES, EXPENDITURES  
 AND CHANGES IN FUND BALANCE  
 DECEMBER 31, 2012  
 (with comparative totals for December 31, 2011)

	BUDGET	December 31	
	2012/13	2012	2011
<u>REVENUES:</u>			
Premium Income	\$ 441,500	\$ 448,130	\$ 443,632
CIRMA Equity Distribution	-	26,684	-
Total Revenues	<u>441,500</u>	<u>474,814</u>	<u>443,632</u>
<u>OPERATING EXPENSES:</u>			
Workers' Compensation Insurance	<u>453,810</u>	<u>366,771</u>	<u>330,446</u>
Total Operating Expenses	<u>453,810</u>	<u>366,771</u>	<u>330,446</u>
NET INCOME (LOSS)	(12,310)	108,043	113,186
Fund Balance, July 1	<u>56,691</u>	<u>51,293</u>	<u>56,691</u>
Fund Balance, End of Period	<u>\$ 44,381</u>	<u>\$ 159,336</u>	<u>\$ 169,877</u>

MANAGEMENT SERVICES FUND  
BALANCE SHEET  
DECEMBER 31, 2012  
(With comparative totals for December 31, 2011)

	December 31	
	2012	2011
<u>ASSETS</u>		
Current Assets:		
Cash and Cash Equivalents	\$ 1,380,685	\$ 1,015,431
Due from Region 19/Town GF	435,000	
Accounts Receivable		-
Inventory	10,908	3,624
Total Current Assets	1,826,593	1,019,055
Fixed Assets:		
Construction in Progress		
Land	145,649	145,649
Buildings	226,679	226,679
Office Equipment	1,966,087	1,898,019
Construction in Progress	-	14,898
Accum. Depreciation	(1,037,073)	(917,939)
Net Fixed Assets	1,301,342	1,367,306
Total Assets	\$ 3,127,935	\$ 2,386,361
<u>LIABILITIES AND EQUITY</u>		
Liabilities:		
Accounts Payable	\$ 736,002	\$ 900,484
Lease Purchase Payable	75,288	147,834
Due to the General Fund		
Due to Internal Service Fund		
Total Liabilities	811,290	1,048,318
Equity:		
Contributed Capital	146,000	146,000
Retained Earnings	2,170,645	1,192,043
Total Equity	2,316,645	1,338,043
Total Liabilities and Equity	\$ 3,127,935	\$ 2,386,361

MANAGEMENT SERVICES FUND  
ESTIMATED STATEMENT OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCE  
FOR THE PERIOD ENDING DECEMBER 31, 2012

TOTAL MANAGEMENT SERVICES FUND			
	Budget 2012/13	Actual 2012/13	Variance Favorable (Unfavorable)
<b>REVENUES:</b>			
Mansfield Board of Education	\$ 109,440	\$ 109,440	\$ -
Region 19	103,950	100,950	(3,000)
Town of Mansfield	10,820	10,820	
Communication Service Fees	221,490	222,769	1,279
Copier Service Fees	226,240	222,906	(3,334)
Energy Service Fees	2,019,710	1,391,905	(627,805)
Rent	74,260	36,225	(38,035)
Rent - Telecom Tower	120,000	77,193	(42,807)
Sale of Supplies	35,000	23,227	(11,773)
CNR Fund	175,000	175,000	
Health Insurance Fund	10,000	10,000	
Solid Waste Fund	10,000	10,000	
Sewer Operating Fund	3,000	3,000	
Local Support			
Postal Charges	88,290	87,140	(1,150)
Universal Services Fund	33,340		(33,340)
Total Revenues	3,240,540	2,480,575	(759,965)
<b>EXPENDITURES:</b>			
Salaries & Benefits	419,550	199,940	219,610
Training	8,550	3,490	5,060
Repairs & Maintenance	28,350	21,697	6,653
Professional & Technical	40,870	21,260	19,610
System Support	126,820	80,667	46,153
Copier Maintenance Fees	91,000	85,599	5,401
Communications	165,780	120,809	44,971
Supplies and Software Licensing	26,800	34,224	(7,424)
Equipment	158,000	127,326	30,674
Postage	73,000	43,629	29,371
Energy	1,909,000	1,319,891	589,109
Equipment Rental/Cost of Sales	48,660	75,782	(27,122)
Total Expenditures	3,096,380	2,134,314	962,066
Add:			
Depreciation	198,080		198,080
Less:			
Equipment Capitalized	(133,500)		(133,500)
Operating Expenditures	3,160,960	2,134,314	1,026,646
Net Income (Loss)	79,580	346,261	266,681
Total Equity & Contributed Capital, July 1	1,970,384	1,970,384	
Total Equity & Contributed Capital, End of Period	\$ 2,049,964	\$ 2,316,645	\$ 266,681

CEMETERY FUND  
BALANCE SHEET  
DECEMBER 31, 2012  
(with comparative totals for December 31, 2011)

	September 30	
	2012	2011
<u>ASSETS</u>		
Cash and cash equivalents	\$ (149,784)	\$ (109,653)
Investments	438,231	408,476
Total Assets	\$ 288,447	\$ 298,823

<u>FUND BALANCE</u>		
Fund Balance		
Reserved for perpetual care	564,249	541,989
Reserved for nonexpendable trust	1,200	1,200
Unreserved, undesignated	(277,002)	(244,366)
Total Fund Balance	288,447	298,823
Total Liabilities and Fund Balance	\$ 288,447	\$ 298,823

CEMETERY FUND  
 COMPARATIVE STATEMENTS OF REVENUES, EXPENDITURES  
 AND CHANGES IN FUND BALANCE  
 DECEMBER 31, 2012  
 (with comparative totals for December 31, 2011)

	BUDGET 2012/13	December 31	
		2012	2011
Operating Revenues:			
Interest & Dividend Income	\$ 10,000	\$ 2,307	\$ 2,795
Unrealized Gain (Loss) in Market Value	19,500		
Sale of Plots	2,700	900	900
Total Operating Revenues	<u>32,200</u>	<u>3,207</u>	<u>3,695</u>
Operating Expenses:			
Salaries	3,000	2,536	2,773
Cemetery Maintenance	14,000	15,395	13,710
Mowing Service	21,500	4,090	10,640
Total Operating Expenses	<u>38,500</u>	<u>22,021</u>	<u>27,123</u>
Operating Income/(Loss)	(6,300)	(18,814)	(23,428)
Retained Earnings, July 1	<u>307,261</u>	<u>307,261</u>	<u>322,251</u>
Retained Earnings, End of Period	<u>\$ 300,961</u>	<u>\$ 288,447</u>	<u>\$ 298,823</u>

TOWN OF MANSFIELD  
INVESTMENT POOL  
AS OF DECEMBER 31, 2012

	MARKET VALUE JUN 30, 2012	MARKET VALUE SEP 30, 2012	MARKET VALUE DEC 31, 2012	FISCAL 11/12 CHANGE IN VALUE
<u>STOCK FUNDS:</u>				
<u>FIDELITY INVESTMENTS:</u>				
SELECT UTILITIES GROWTH	54,594.10	54,833.93	54,699.18	105.08
<u>BANK OF AMERICA</u>				
US LRG CAP - GROWTH & VALUE/RESTRUCT	8,204.47	8,918.03	8,860.14	655.67
INT'L DEVELOP-MARSICO/ACORN/VALUE	1,985.07	2,104.49	2,191.35	206.28
EMERGING MARKETS FUND	2,576.78	2,759.52	2,768.02	191.24
US MID CAP VALUE & ACORN	2,993.73	3,146.66	3,157.10	163.37
US SMALL CAP - GROWTH & VALUE FUND	1,872.51	1,991.18	1,989.62	117.11
SUB-TOTAL BANK OF AMERICA	17,632.56	18,919.88	18,966.23	1,333.67
TOTAL STOCK FUNDS	72,226.66	73,753.81	73,665.41	1,438.75
<u>BOND FUNDS:</u>				
<u>WELLS FARGO ADVANTAGE</u>				
WELLS FARGO INCOME PLUS-INV	69,259.84	70,666.50	70,913.09	1,653.25
<u>T. ROWE PRICE</u>				
U.S. TREASURY LONG	87,034.18	87,061.73	86,104.23	(929.95)
<u>PEOPLE'S SECURITIES</u>				
U.S. TREASURY NOTES	66,935.97	66,944.52	66,954.00	18.03
<u>BANK OF AMERICA</u>				
GLOBAL HIGH YIELD - INCOME OPPORTUNIT	4,181.55	4,297.12	4,354.90	173.35
INTERNATIONAL DEVELOPED BONDS	467.48	498.81	467.48	
INVESTMENT GRADE TAXABLE - BOND FUND	15,791.97	16,268.54	15,912.17	120.20
SUB-TOTAL BANK OF AMERICA	20,441.00	21,064.47	20,734.55	293.55
<u>VANGUARD INVESTMENTS</u>				
GNMA FUND	351,906.81	356,202.53	354,918.12	3,011.31
TOTAL BOND FUNDS	595,577.80	601,939.75	599,623.99	4,046.19
<u>PUBLIC REAL ESTATE INVESTMENT TRUST:</u>				
<u>BANK OF AMERICA</u>				
REAL ESTATE EQUITY FUND	476.62	475.62	444.40	(32.22)
TOTAL CASH	476.62	475.62	444.40	(32.22)
<u>COMMODITIES</u>				
<u>BANK OF AMERICA</u>				
PIMCO Comm. Real Return Strategy Fund	2,099.15	2,334.57	2,171.08	71.93
TOTAL COMMODITIES	2,099.15	2,334.57	2,171.08	71.93
<u>CASH:</u>				
<u>BANK OF AMERICA</u>				
MONEY MARKET RESERVES	15,896.29	16,130.36	17,215.38	1,319.09
TOTAL CASH	15,896.29	16,130.36	17,215.38	1,319.09
TOTAL INVESTMENTS	686,276.52	694,634.11	693,120.26	6,843.74

Town of Mansfield  
Investment Pool  
As of December 31, 2012

	Equity Percentage	Equity In Investments	Equity In Cash Equiv.	Total Equity
Cemetery Fund	65.050%	439,676.12	11,198.60	450,874.73
School Non-Expendable Trust Fund	0.092%	621.83	15.84	637.67
Compensated Absences Fund	34.858%	235,606.92	6,000.94	241,607.86
<b>Total Equity by Fund</b>	<b>100.000%</b>	<b>675,904.88</b>	<b>17,215.38</b>	<b>693,120.26</b>

Investments	Market Value
<u>Stock Funds:</u>	
Fidelity - Select Utilities Growth	54,699.18
BofA US LRG CAP - GROWTH & VALUE/RESTRUCT	8,860.14
BofA INT'L DEVELOP-MARSICO/ACORN/VALUE	2,191.35
BofA EMERGING MARKETS FUND	2,768.02
BofA US MID CAP VALUE & ACORN	3,157.10
BofA US SMALL CAP - GROWTH & VALUE FUND	1,989.62
Sub-Total Stock Funds	73,665.41
<u>Bond Funds:</u>	
Wells Fargo Advantage -Income Plus	70,913.09
T. Rowe Price - U. S. Treasury Long-Term	86,104.23
People's Securities, Inc. - U.S. Treasury Notes	66,954.00
BofA GLOBAL HIGH YIELD - INCOME OPPORTUNITIES	4,354.90
BofA INTERNATIONAL DEV. BONDS	467.48
BofA INVESTMENT GRADE TAXABLE - BOND FUND	15,912.17
Vanguard - GNMA Fund	354,918.12
Sub-Total Bond Funds	599,623.99
<u>Public Real Estate Investment Trust</u>	
BofA REAL ESTATE EQUITY FUND	444.40
<u>Commodities</u>	
BofA PIMCO Real Return Strategy Fund	2,171.08
<u>Cash Equivalents:</u>	
BofA MONEY MARKET RESERVES	17,215.38
Total Investments	693,120.26

Allocation	Amount	Percentage
Stocks	73,665.41	10.63%
Bonds	599,623.99	86.51%
Public Real Estate Investment Trust	444.40	0.06%
Commodities	2,171.08	0.31%
Cash Equivalents	17,215.38	2.48%
<b>Total Investments</b>	<b>693,120.26</b>	<b>100.00%</b>

EASTERN HIGHLANDS HEALTH DISTRICT  
BALANCE SHEET  
As of December 31st, 2012  
(with comparative totals for Dec. 31st, 2011)

<u>Assets</u>	Dec. 31,	
	2012	2011
Cash and cash equivalents	\$ 382,294	\$ 413,838
Total Assets	\$ 382,294	\$ 413,838
<u>Liabilities and Fund Balance</u>		
<u>Liabilities</u>		
Accounts Payable	\$ -	\$ -
Total Liabilities	-	-
<u>Fund Balance</u>		
Fund Balance:		
Reserved for Prior Year Encumbrances		-
Unreserved, undesignated	382,294	413,838
Total Fund Balance	382,294	413,838
Total Liabilities & Fund Balance	\$ 382,294	\$ 413,838

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

As of December 31st, 2012  
(with comparative totals for Dec. 31st, 2011)

	Adopted	Amended	Estimated	Dec. 31st,		
	Budget	Budget	Actuals	2012		2011
	2012/13	2012/13	2012/13			
<b>Operating Revenues:</b>						
Member Town Contributions	\$ 371,620	\$ 371,620	\$ 371,620	\$ 185,808	50.0%	\$ 182,768
State Grants	152,440	152,440	152,440	152,436	100.0%	149,943
Septic Permits	29,500	29,500	31,000	16,335	55.4%	17,150
Well Permits	14,000	14,000	12,200	6,405	45.8%	7,575
Soil Testing Service	23,000	23,000	27,800	14,635	63.6%	14,155
Food Protection Service	54,500	54,500	52,000	8,117	14.9%	6,374
B100a Reviews	22,000	22,000	22,500	11,875	54.0%	12,995
Septic Plan Review	24,200	24,200	27,700	14,580	60.2%	12,435
Other Health Services	5,700	5,700	3,750	1,961	34.4%	9,652
Appropriation of Fund Balance	17,415	17,415		-	0.0%	
<b>Total Operating Revenues</b>	<b>714,375</b>	<b>714,375</b>	<b>701,010</b>	<b>412,152</b>	<b>57.7%</b>	<b>413,046</b>
<b>Operating Expenditures:</b>						
Salaries & Wages	499,545	547,300	547,300	271,929	49.7%	216,382
Grant Deductions	(31,995)	(86,505)	(99,750)	(54,628)	63.2%	(14,993)
Benefits	158,685	165,440	160,000	72,980	44.1%	70,814
Miscellaneous Benefits	6,110	6,110	6,110	2,550	41.7%	2,664
Insurance	15,800	15,800	15,800	7,553	47.8%	10,866
Professional & Technical Services	15,700	15,700	15,700	7,768	49.5%	-
Other Purchased Services	39,080	39,080	39,080	19,726	50.5%	19,898
Other Supplies	8,000	8,000	8,500	4,383	54.8%	3,873
Equipment - Minor	1,450	1,450	1,450	196	13.5%	312
Contingency	-	-	-	-	0.0%	-
<b>Total Operating Expenditures</b>	<b>712,375</b>	<b>712,375</b>	<b>694,190</b>	<b>332,457</b>	<b>46.7%</b>	<b>309,815</b>
<b>Transfers Out:</b>						
Transfers to CNR	2,000	2,000	82,000	82,000	4100.0%	-
<b>Total Operating Exp. &amp; Transfers Out</b>	<b>714,375</b>	<b>714,375</b>	<b>776,190</b>	<b>414,457</b>	<b>58.0%</b>	<b>309,815</b>
<b>Operating Income/(Loss)</b>	<b>-</b>	<b>-</b>	<b>(75,180)</b>	<b>(2,305)</b>		<b>103,231</b>
<b>Fund Balance, July 1</b>	<b>384,599</b>	<b>384,599</b>	<b>384,599</b>	<b>384,599</b>		<b>310,607</b>
<b>Fund Balance, End of Period</b>	<b>\$ 384,599</b>	<b>\$ 384,599</b>	<b>\$ 309,419</b>	<b>\$ 382,294</b>		<b>\$ 413,838</b>

EASTERN HIGHLANDS HEALTH DISTRICT  
 CAPITAL NONRECURRING FUND BALANCE SHEET  
 As of December 31st, 2012  
 (with comparative totals for Dec. 31st, 2011)

	Dec. 31,	
	2012	2011
<u>Assets</u>		
Cash and cash equivalents	\$ 144,957	\$ 59,467
Total Assets	\$ 144,957	\$ 59,467
<u>Fund Balance</u>		
Fund Balance:		
Unreserved, undesignated	\$ 144,957	\$ 59,467
Total Fund Balance	\$ 144,957	\$ 59,467

EASTERN HIGHLANDS HEALTH DISTRICT  
 CAPITAL NONRECURRING FUND  
 COMPARATIVE STATEMENT OF REVENUES, EXPENDITURES  
 AND CHANGES IN FUND BALANCE  
 As of December 31st, 2012  
 (with comparative totals for Dec. 31st, 2011)

	Dec. 31,	
	2012	2011
Operating Revenues:		
State Grants	\$ -	\$ -
Transfers In-G/F	82,000	-
Total Operating Revenues	82,000	-
Operating Expenditures:		
Vehicles	(2,925)	15,000
Total Operating Expenditures	(2,925)	15,000
Operating Income/(Loss)	84,925	(15,000)
Fund Balance, July 1	60,032	74,467
Fund Balance, End of Period	\$ 144,957	\$ 59,467

**MANSFIELD DOWNTOWN PARTNERSHIP  
BALANCE SHEET  
AS OF DECEMBER 31, 2012  
(with comparative totals for December 31, 2012)**

	December 31	
	2012	2011
<u>ASSETS</u>		
Cash & Cash Equivalents	\$ 430,033	\$ 424,407
Accounts Receivable	900	900
 Total Assets	<u>\$ 430,933</u>	<u>\$ 425,307</u>
<u>LIABILITIES</u>		
Accounts Payable	\$ -	\$ -
 Total Liabilities	<u>-</u>	<u>-</u>
<u>FUND BALANCE</u>		
Fund Balance, Unreserved	430,933	425,307
 Total Fund Balance	<u>430,933</u>	<u>425,307</u>
 Total Liabilities and Fund Balance	<u>\$ 430,933</u>	<u>\$ 425,307</u>

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

	Actual 2000/01	Actual 2001/02	Actual 2002/03	Actual 2003/04	Actual 2004/05	Actual 2005/06	Actual 2006/07	Actual 2007/08	Actual 2008/09	Actual 2009/10	Actual 2010/11	Actual 2011/12	Adopted Budget 2012/13	Actual 12/31/12
Revenues:														
Intergovernmental:														
Mansfield General Fund/CNR	\$32,500	\$20,000	\$30,000	\$41,500	\$ 50,000	\$ 62,000	\$ 62,000	\$125,000	\$125,000	\$125,000	\$125,000	\$125,000	\$125,000	\$125,000
Uconn		32,500	45,000	46,500	60,000	62,000	62,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000
Mansfield Capital Projects *						60,000								
Leyland Share - Relocation								30,210			10,000			
Membership Fees			10,040	13,085	17,355	20,282	19,215	21,820	22,440	20,199	16,983	16,778	15,000	7,515
Local Support				1,500	1,500									
State Support						4,993								
Contributions/Other					200	2,165	(165)			240				
<b>Total Revenues</b>	<b>32,500</b>	<b>52,500</b>	<b>85,040</b>	<b>102,585</b>	<b>129,055</b>	<b>211,440</b>	<b>143,050</b>	<b>302,030</b>	<b>272,440</b>	<b>270,439</b>	<b>276,983</b>	<b>266,778</b>	<b>265,000</b>	<b>257,515</b>
Operating Expenditures:														
Salaries and Benefits		15,531	71,378	73,007	83,974	92,800	107,140	121,544	133,679	135,713	147,126	170,810	178,264	89,338
Professional & Technical	930	9,519	7,386	5,406	8,397	63,068	44,967	31,817	27,202	28,893	71,561	61,608	61,700	30,467
Relocation Costs							20,000	40,420						
Office Rental		3,600	11,000	11,800	13,181	13,775	16,451	17,565	17,584	15,918	15,040	8,000	7,810	3,905
Insurance			1,650	1,760	1,764	1,772	1,702	1,704	1,713	1,724	1,715	1,747	2,205	553
Purchased Services			8,029	5,005	6,092	9,065	7,092	7,003	8,157	6,666	6,612	9,641	7,000	5,030
Supplies & Services		3,980	4,704	2,837	2,463	4,075	2,055	2,733	2,783	3,257	3,000	1,276	900	563
Contingency													25,000	-
<b>Total Operating Expenditures</b>	<b>930</b>	<b>32,630</b>	<b>104,147</b>	<b>99,815</b>	<b>115,871</b>	<b>184,555</b>	<b>199,407</b>	<b>222,786</b>	<b>191,118</b>	<b>192,171</b>	<b>245,054</b>	<b>253,082</b>	<b>282,879</b>	<b>129,856</b>
Operating Income/(Loss)	31,570	19,870	(19,107)	2,770	13,184	26,885	(56,357)	79,244	81,322	78,268	31,929	13,696	(17,879)	127,659
Fund Balance, July 1		31,570	51,440	32,333	35,103	48,287	75,172	18,815	98,059	179,381	257,649	289,578	303,274	303,274
<b>Fund Balance, End of Period</b>	<b>\$31,570</b>	<b>\$51,440</b>	<b>\$32,333</b>	<b>\$35,103</b>	<b>\$ 48,287</b>	<b>\$ 75,172</b>	<b>\$ 18,815</b>	<b>\$ 98,059</b>	<b>\$179,381</b>	<b>\$257,649</b>	<b>\$289,578</b>	<b>\$303,274</b>	<b>\$285,395</b>	<b>\$430,933</b>
Contribution Recap:														
Mansfield	\$32,500	\$20,000	\$30,000	\$41,500	\$ 50,000	\$ 62,000	\$ 62,000	\$125,000	\$125,000	\$125,000	\$125,000	\$125,000	\$125,000	\$125,000
Mansfield Capital Projects						60,000								
UCONN		32,500	45,000	46,500	60,000	62,000	62,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000
<b>Total Contributions</b>	<b>\$32,500</b>	<b>\$52,500</b>	<b>\$75,000</b>	<b>\$88,000</b>	<b>\$110,000</b>	<b>\$184,000</b>	<b>\$124,000</b>	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$250,000</b>

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**TOWN OF MANSFIELD  
DOWNTOWN REVITALIZATION & ENHANCEMENT  
PROJECT #84120 through #84130  
ESTIMATED STATEMENT OF REVENUES, EXPENDITURES AND  
CHANGES IN FUND BALANCE  
AS OF SEPTEMBER 30, 2012**

	Project Length	
	Budget	Actual
Operating Revenues:		
Intergovernmental Revenues -		
USDA Rural Development Grant	\$ 175,509	\$ 175,509
DECD STEAP Grants - I, II, III, IV	1,700,000	700,000
Urban Action Grant	2,500,000	107,274
DOT Grant # 77-217	1,172,800	
Urban Action Grant/Rell	10,000,000	9,009,813
DOT Grant # 77-223	2,250,000	185,972
Federal Transit Authority (GHTD)	490,000	215,276
Omnibus Bill (DOT)	712,500	219,053
Federal Transit Authority (Bus Facility)	4,940,000	345,010
DECD Brownfield Remediation	450,000	
Local Support (DECD grant)	115,640	53,819
Local Share - Bonds	302,000	302,000
Leyland Share	1,250,860	9,000
Other		15,000
<b>Total Operating Revenues</b>	<b>26,059,309</b>	<b>11,337,726</b>
Operating Expenditures:		
Downtown Revitalization & Enhancement:		
Salaries - Temporary		33,984
Legal Services	226,847	234,931
Legal Services - DECD Contract	7,442	2,442
Contracted Services	285,884	54,819
Architects & Engineers	2,136,207	1,789,181
Demolition	130,460	149,631
Environmental Remediation	70,022	79,559
Site Improvements	1,474,800	2,176
Construction Costs	19,112,818	15,355,179
Construction - Storrs Road	2,392,558	687,585
Construction - Walkway	222,271	222,271
<b>Total Operating Expenditures</b>	<b>26,059,309</b>	<b>18,611,758</b>
Revenues Over/(Under) Expenditures *		(7,274,033)
Fund Balance, July 1		
Fund Balance, End of Period	\$ -	\$ (7,274,033)

\* Due from other agencies (grants)

SERIAL BONDS SUMMARY  
SCHOOLS AND TOWN  
December 31, 2012

	Schools	Town	Total
Balance at July 1, 2012	\$1,185,000	\$2,260,000	\$3,445,000
Issued During Period			
Retired During Period			
Balance at 12/31/12	<u>\$1,185,000</u>	<u>\$2,260,000</u>	<u>\$3,445,000</u>

CHANGES IN BOND AND NOTES OUTSTANDING

	Serial Bonds	BAN's	Promissory Note	Total
Balance at July 1, 2012	\$3,445,000			\$3,445,000
Debt Issued				
Debt Retired				
Balance at 12/31/12	<u>\$3,445,000</u>			<u>\$3,445,000</u>

Description	Original Amount	Payment Date		Bonds	BAN's	Promissory Note	Total
		P & I	I				
2004 Town Taxable Gen. Obligation Bond	2,590,000	6/01	12/01	315,000			315,000
2004 Town General Obligation Bond	940,000	6/01	12/01	160,000			160,000
2004 Town General Obligation Bond	725,000	6/01	12/01	130,000			130,000
2011 Town General Obligation Bond	<u>2,840,000</u>	<u>3/01</u>	<u>09/01</u>	<u>2,840,000</u>			<u>2,840,000</u>
	<u>\$7,095,000</u>			<u>\$3,445,000</u>			<u>\$3,445,000</u>

DETAIL OF DEBT OUTSTANDING  
SCHOOLS AND TOWNS  
AS OF DECEMBER 31, 2012

	<u>Original Amount</u>	<u>Balance 12/31/12</u>
Schools		
Consists of -		
2004 General Obligation Bonds:		
MMS IRC	\$ 940,000	\$ 160,000
2011 General Obligation Bonds:		
MMS Heating Conversion	1,025,000	1,025,000
Schools Outstanding Debt	<u>1,965,000</u>	<u>1,185,000</u>
Town		
Consists of -		
2004 Taxable General Obligation Bonds:		
Community Center	\$ 2,590,000	\$ 315,000
2004 General Obligation Bonds:		
Library Renovations	725,000	130,000
2011 General Obligation Bonds:		
Community Center Air Conditioning	173,620	173,620
Hunting Lodge Road Bikeway	105,250	105,250
Salt Storage Shed	263,130	263,130
Storrs Rd/Flaherty Rd Streetscape Improvements	302,000	302,000
Various Equipment Purchases	93,000	93,000
Facility Improvements	40,000	40,000
Transportation Facility Improvements	130,000	130,000
Stone Mill Rd/Laurel Lane Bridge Replacements	378,000	378,000
2011 Sewer Purpose Obligation Bonds:		
Four Corners Sewer & Water Design	330,000	330,000
Town Outstanding Debt	<u>5,130,000</u>	<u>2,260,000</u>
Total Debt Outstanding	<u>\$ 7,095,000</u>	<u>\$ 3,445,000</u>

TOWN OF MANSFIELD  
SUMMARY OF INVESTMENTS

December 31, 2012

ALL OTHER FUNDS:

Institution	Principal	Rate of Interest	Date of Purchase	Date of Maturity	Accrued Interest @ 12/31/12
State Treasurer	6,711,059	0.230	Various	Various	
Total Accrued Interest @ 12/31/12					2,100
Interest Received 7/1/12 - 12/31/12					<u>10,364</u>
Total Interest, General Fund, 12/31/12					<u><u>12,464</u></u>

CAPITAL FUND:

Institution	Principal	Rate of Interest	Date of Purchase	Date of Maturity	Accrued Interest @ 12/31/12
State Treasurer			Various	Various	
Total Accrued Interest @ 12/31/12					
Interest Received 7/1/12 - 12/31/12					<u>          </u>
Total Interest, Capital Fund @ 12/31/12					<u><u>          </u></u>

HEALTH INSURANCE FUND:

Institution	Principal	Rate of Interest	Date of Purchase	Date of Maturity	Accrued Interest @ 12/31/12
MBIA - Class	1,365,193	0.020	Various	Various	
State Treasurer	3,136,651	0.230	Various	Various	
Total Accrued Interest @ 12/31/12					500
Interest Received 7/1/12 - 12/31/12					<u>2,671</u>
Total Interest, Health Insurance Fund @ 12/31/12					<u><u>3,171</u></u>

Town of Mansfield  
Memo

DATE: January 9, 2013

to: Matt Hart, Town Manager  
Cherie Trahan, Director of Finance

from: Christine Gamache, Collector of Revenue

subject: Amounts and % of Collections for 7/1/12 to 12/31/12 comparable to 7/1/11 to 12/31/11

	GRAND LIST		ADJUSTED LIST	PAID	% PAID	DELINQUENT	
	2011	ADJUSTMENTS				BALANCE	% DEL
PER 1st	11,831,889	47,462	11,879,351	(11,740,424)	98.8%	138,927	1.2%
PER 1st	455,895	(1,657)	454,239	(446,712)	98.3%	7,527	1.7%
AV	1,995,020	(29,959)	1,965,061	(1,773,185)	90.2%	191,876	9.8%
DUE 7/1/12	14,282,805	(31,503)	14,298,650	(13,960,321)	97.6%	338,330	2.4%
PER 2nd	11,829,518	45,916	11,875,434	(2,900,999)	24.4%	8,974,436	75.6%
PER 2nd	451,397	(1,620)	449,777	(111,144)	24.7%	338,633	75.3%
Due 1/1/13	12,280,915	(4,137)	12,325,211	(3,012,142)	24.4%	9,313,069	75.6%
MVS	253,072.18	(2,551)	250,521	(40,012)	16.0%	210,510	84.0%
TOTAL	26,563,720	(35,640)	26,874,383	(17,012,474)	63.3%	9,861,908	36.7%

PRIOR YEARS COLLECTION

July 1, 2012 to June 30, 2013

Suspense Collections	4,954.60	Suspense Interest Less Fees	4,033.66
Prior Years Taxes	<u>148,864.33</u>	Interest and Lien Fees	<u>72,974.85</u>
	<u>153,818.93</u>		<u>77,008.51</u>

	GRAND LIST		ADJUSTED LIST	PAID	% PAID	DELINQUENT	
	2010	ADJUSTMENTS				BALANCE	% DEL
PER 1st	11,616,625	(58,309)	11,558,316	(11,417,097)	98.8%	141,218	1.2%
PER 1st	446,387	(607)	445,780	(432,644)	97.1%	13,136	2.9%
AV	1,866,225	(45,990)	1,820,235	(1,638,146)	90.0%	182,089	10.0%
DUE 7/1/10	13,929,237	(104,906)	13,824,331	(13,487,888)	97.6%	336,444	2.4%
PER 2nd	11,614,304	(37,981)	11,576,323	(2,183,820)	18.9%	9,392,503	81.1%
PER 2nd	441,591	(340)	441,251	(147,316)	33.4%	293,935	66.6%
Due 1/1/11	12,055,895	(38,321)	12,017,574	(2,331,135)	19.4%	9,686,439	80.6%
MVS	211,217.80	(2,054)	209,164	(31,430)	15.0%	177,734	85.0%
TOTAL	26,196,350	(145,281)	26,051,069	(15,850,454)	60.8%	10,200,616	39.2%

PRIOR YEARS COLLECTION

July 1, 2011 to June 30, 2012

Suspense Collections	6,636.97	Suspense Interest	4,382.13
Prior Years Taxes	<u>58,694.90</u>	Interest and Lien Fees	<u>58,832.97</u>
	<u>65,331.87</u>		<u>63,215.10</u>

CAPITAL PROJECTS - OPEN SPACE  
STATUS REPORT THROUGH DECEMBER 31, 2012

	Total Budget	Expended Thru 6/30/2012	Current Year Expenditures	Estimated Unexpended Balance	Anticipated Grants
Expenditures Prior to 92/93	\$4,409,389	130,790			
UNALLOCATED COSTS:					
Appraisal Fees - Various		17,766			
Financial Fees		8,975			
Legal Fees		15,159			
Survey & Inspections		6,475			
Outdoor Maintenance		13,952			
Major Additions - Improvements		3,000			
Miscellaneous Costs		2,927			
Forest Stewardship-50' Cliff Preserve		3,852			
Parks Coordinator		103,604			
PROPERTY PURCHASES:					
Bassetts Bridge Rd Lots 1,2,3	8.23	128,439			
Baxter Property	25.80	163,330			
Bodwell Property	6.50	42,703			
Boettiger, Orr, Parish Property	106.00	101,579			
Dorwart Property	61.00	342,482			
Dunnack Property	32.00	35,161			
Eaton Property	8.60	162,236			
Ferguson Property	1.19	31,492			
Fesik Property	7.40	7,636			
Hatch/Skinner Property	35.33	291,780			
Holinko Property	18.60	62,576			
Larkin Property	11.70	24,202			
Laugardia Property - Dodd Rd.		500	5,250		
Lion's Club Park		81,871			
Marshall Property	17.00		18,000		
McGregor Property	2.10	8,804			
McShea Property		1,500			
* Merrow Meadow Park Develop.	15.00				
Morneau Property		4,310			
Moss Property	134.50	100,000			
Mulberry Road (Joshua's Trust)	5.90	12,500			
Mullane Property (Joshua's Trust)	17.00	10,000			
Olsen Property	59.75	104,133			
Ossen - Birchwood Heights Property		500			
Porter Property	6.70	135,466			
Reed Property	23.70	69,527			
Rich Property	102.00	283,322			
Sibley Property	50.57	90,734			
Swanson Property (Browns Rd)	29.00	64,423			
Thompson/Swaney Prop. (Bone Mill)		1,500			
Torrey Property	29.50	91,792			
Vernon Property	3.00	31,732			
Estate of Vernon - Property	68.41	257,996			
Warren Property	6.80	24,638			
Watts Property	23.50	92,456			
	<u>916.78</u>	<u>\$4,409,389</u>	<u>\$3,167,820</u>	<u>\$23,250</u>	<u>\$1,218,319</u>
				<u>\$0</u>	

Project Name		Breakdown of Expenditures of Prior to 92/93	
85105 - Local Funds 94/95	\$250,000	White Cedar Swamp - Purchase	\$50,000
85105 - Local Funds 90/91	227,855	Appraisal Fees	250
85105 - Local Funds 97/98	250,000	Financial Fees	5,457
85105 - Local Funds 98/99	250,000	Miscellaneous Costs	605
85105 - Local Funds 99/00	250,000	Unidentifiable (Prior 89/90)	74,478
85105 - Local Funds 00/01	250,000		
85105 - Local Support June 15, 2001	5,000		<u>\$130,790</u>
85105 - Local Funds 01/02	250,000		
85105 - Local Funds 02/03	75,000		
85105 - Local Funds 03/04	100,000		
85105 - State Support - Rich Property	60,000		
85105 - State Support - Hatch/Skinner Property	126,000		
85105 - State Support - Olsen Property	50,000		
85105 - State Support - Vernon Property	113,000		
85105 - State Support - Dorwart Property	112,534		
85114 - Bonded Funds	1,000,000		
85105 - Authorized Bonds 2010/11	1,040,000		
	<u>\$4,409,389</u>		

TOWN OF MANSFIELD  
 BOARD OF EDUCATION  
 RECAP OF SPECIAL EDUCATION REVENUES AND EXPENDITURES

As of December 31, 2012

REVENUE:

TUITION REVENUE:

RECEIVED TO DATE	70,127.00	
OUTSTANDING RECEIVABLE	26,209.00	
TOTAL TUITION REVENUE	96,336.00	

EXCESS COST & STATE AGENCY GRANT	236,582.02	
SERVICES FOR THE BLIND	-	
MEDICAID REIMBURSEMENT PROGRAM	-	

TOTAL REVENUES		332,918.02
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EXPENDITURES:

TUITION PAYMENTS 112-61600-xxxxx-52		
BUDGET	-	
ANTICIPATED EXPENDITURES	(390,162.63)	
	(390,162.63)	

OCCUPATIONAL & PHYSICAL THERAPY 112-62104-xxxxx-52		
BUDGET	230,500.00	
ANTICIPATED EXPENDITURES	(211,241.56)	
	19,258.44	

TRANSPORTATION 112-62802-53910-52		
BUDGET	112,000.00	
ANTICIPATED EXPENDITURES	(175,083.98)	
	(63,083.98)	

TOTAL EXPENDITURES BALANCE - UNDER (OVER)		(433,988.17)
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TOTAL BALANCE UNDER (OVER) BUDGET		<u>(101,070.15)</u>
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MAINTENANCE PROJECTS - CAPITAL 86260

Date	Project Description	Status	Paid	Encumbered	Total Estimated Project Cost	Account Balance
7/1/2011	Beginning Balance					120,192
1	Arrow Fence Goodwin	Completed 9/11	3,828		3,828	116,364
2	Fuss & O'Neill Modifications to Generator at MCC	Completed 12/11	3,500	-	3,500	112,864
3	Willimantic Winnelson Boiler at Historical Society	Completed 1/12	4,666	-	4,666	108,198
4	Piela Electric Generator	Open	27,400	600	28,000	80,198
5	Rovic Rug Extractor	Completed 4/12	1,499	-	1,499	78,699
6	Overhead Door Repairs/Installation PW & Maint. Shop Doors	Open	3,265	235	3,500	75,199
7	Automated Building System Software License/25425	Open	4,820		4,820	70,379
8	A&A Asphalt LLC Vinton, Southeast, Goodwin Play area repairs	Completed 11/11	1,712		1,712	68,667
9	Grainger Air Compressor	Completed 11/11	3,307		3,307	65,360
10	Automated Building System Software License/25440	Open	4,920	-	4,920	60,440
11	Nutmget Companies Repairs to waste pipe at Town Hall	Completed 4/12	4,642		4,642	55,798
12	Depot Pump Repairs to Well Pump at MMS	Completed 4/12	3,668		3,668	52,131
13	Willimantic Winnelson Plumbing/Electrical supplies MCC Generator	Open		2,500	2,500	49,631
14	Ander's Carpet Service Replaced Vinyl Flooring at Historical Society	Completed	1,894		1,894	47,737
15	Art Signs Senior Center Sign	Completed	1,750		1,750	45,987
7/1/2012	12/13 Appropriation \$55,000					100,987
16	Ander's Carpet Service Replace MMS & SE portable classroom carpets	Completed	23,223		23,223	77,764
17	Ander's Carpet Service Rebinding carpets MMS, SE, Goodwin, and replace bathroom flooring in SE portable.	Completed	5,968		5,968	71,796
18	Major Electric Repairs to generator at MMS	Completed	921		921	70,876
19	Willimantic Winnelson Repairs to MCC generator	Completed	157		157	70,719
20	Tennett Tree Service Removal of trees at MMS	Completed	2,000		2,000	68,719
21	Woodland Building & Revoations MCC shower stall replacements	Completed	7,851		7,851	60,868
22	Kittredge Equipment Freezer	Completed	5,368		5,368	55,500
23	New England Door Closer Library	Completed	1,859		1,859	53,641
					-	53,641

Town of Mansfield  
Monthly Revenue Summary by Source

Fiscal Year: 2013 to 2013 for Dates from 01-Jul-2012 to 31-Dec-2012

Account and Description	Appropriation	Appropriation Adj	Debit Amounts	Credit Amounts	Ending Balance	% Rec'd	Activity
<b>111 General Fund - Town</b>							
<b>Taxes and Related Items</b>							
40101 Current Year Levy	(26,034,470.00)	49,300.00	20,554.65	16,993,471.08	(9,012,253.57)	65.32	16,972,916.43
40102 Prior Year Levy	(175,000.00)	.00	17,114.38	165,978.71	(26,135.67)	85.07	148,864.33
40103 Interest & Lien Fees	(135,000.00)	.00	406.13	73,087.05	(62,319.08)	53.84	72,680.92
40104 Motor Vehicle Supplement	(165,000.00)	.00	.00	39,558.02	(125,441.98)	23.97	39,558.02
40105 Susp. Coll. Taxes - Trnsc.	(6,000.00)	.00	.16	4,954.76	(1,045.40)	82.58	4,954.60
40106 Susp. Coll. Int. - Trnsc.	(4,000.00)	.00	.00	4,033.66	33.66	100.84	4,033.66
40109 Collection Fees	.00	.00	.00	22.00	22.00	.00	22.00
40110 CURRENT YR LEVY - STORRS CTR	(488,000.00)	.00	.00	.00	(488,000.00)	.00	.00
40111 CURRENT YR LEVY-STORRS CTR-ABATEMENT	321,000.00	.00	.00	.00	321,000.00	.00	.00
<b>Total Taxes and Related Items</b>	<b>(26,686,470.00)</b>	<b>49,300.00</b>	<b>38,075.32</b>	<b>17,281,105.28</b>	<b>(9,394,140.04)</b>	<b>64.73</b>	<b>17,243,029.96</b>
<b>Licenses and Permits</b>							
40201 Misc Licenses & Permits	(2,640.00)	.00	.00	1,220.00	(1,420.00)	46.21	1,220.00
40202 Sport Licenses	(400.00)	.00	.00	76.00	(324.00)	19.00	76.00
40203 Dog Licenses	(8,000.00)	.00	(69.20)	3,483.80	(4,447.00)	44.41	3,553.00
40204 Conveyance Tax	(150,000.00)	.00	.00	83,806.41	(66,193.59)	55.87	83,806.41
40210 Subdivision Permits	(2,000.00)	.00	.00	.00	(2,000.00)	.00	.00
40211 Zoning/Special Permits	(18,000.00)	.00	.00	13,965.00	(4,035.00)	77.58	13,965.00
40212 Zba Applications	(2,000.00)	.00	.00	1,600.00	(400.00)	80.00	1,600.00
40214 Iwa Permits	(5,000.00)	.00	.00	1,995.00	(3,005.00)	39.90	1,995.00
40224 Road Permits	(750.00)	.00	.00	250.00	(500.00)	33.33	250.00
40230 Building Permits	(175,000.00)	.00	353.27	85,242.00	(90,111.27)	48.51	84,888.73
40231 Adm Cost Reimb-permits	(100.00)	.00	.00	128.00	28.00	128.00	128.00
40232 Housing Code Permits	(86,000.00)	.00	150.00	54,105.00	(32,045.00)	62.74	53,955.00
40233 Housing Code Penalties	(1,100.00)	.00	.00	.00	(1,100.00)	.00	.00
40234 Landlord Registrations	(600.00)	.00	.00	1,310.00	710.00	218.33	1,310.00
<b>Total Licenses and Permits</b>	<b>(451,590.00)</b>	<b>.00</b>	<b>434.07</b>	<b>247,181.21</b>	<b>(204,842.86)</b>	<b>54.64</b>	<b>246,747.14</b>
<b>Federal Support - Education</b>							
40369 FEMA Grant	.00	.00	70,000.00	141,088.45	71,088.45	.00	71,088.45
<b>Total Federal Support - Education</b>	<b>.00</b>	<b>.00</b>	<b>70,000.00</b>	<b>141,088.45</b>	<b>71,088.45</b>	<b>.00</b>	<b>71,088.45</b>
<b>Fed. Support Gov</b>							
40352 Payment In Lieu Of Taxes	(1,850.00)	.00	.00	.00	(1,850.00)	.00	.00
40357 Social Serv Block Grant	(3,470.00)	.00	.00	867.00	(2,603.00)	24.99	867.00
<b>Total Fed. Support Gov</b>	<b>(5,320.00)</b>	<b>.00</b>	<b>.00</b>	<b>867.00</b>	<b>(4,453.00)</b>	<b>16.30</b>	<b>867.00</b>
<b>State Support Education</b>							
40401 Education Assistance	(10,152,380.00)	.00	.00	2,539,004.00	(7,613,376.00)	25.01	2,539,004.00
40402 School Transportation	(104,540.00)	.00	.00	.00	(104,540.00)	.00	.00
<b>Total State Support Education</b>	<b>(10,256,920.00)</b>	<b>.00</b>	<b>.00</b>	<b>2,539,004.00</b>	<b>(7,717,916.00)</b>	<b>24.75</b>	<b>2,539,004.00</b>

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Town of Mansfield  
Monthly Revenue Summary by Source

Fiscal Year: 2013 to 2013 for Dates from 01-Jul-2012 to 31-Dec-2012

Account and Description	Appropriation	Appropriation Adj	Debit Amounts	Credit Amounts	Ending Balance	% Rec'd	Activity
<b>State Support Gov</b>							
40451 Pilot - State Property	(7,047,420.00)	.00	.00	7,021,354.08	(26,065.92)	99.63	7,021,354.08
40454 Circuit Crt-parking Fines	(810.00)	.00	.00	4,893.95	4,083.95	604.19	4,893.95
40455 Circuit Breaker	(50,140.00)	.00	.00	47,117.37	(3,022.63)	93.97	47,117.37
40456 Tax Relief For Elderly	(2,000.00)	.00	.00	2,000.00	.00	100.00	2,000.00
40457 Library - Connecticut/ill	(15,000.00)	.00	.00	.00	(15,000.00)	.00	.00
40458 Library - Basic Grant	(2,300.00)	.00	.00	.00	(2,300.00)	.00	.00
40460 Boat Reimbursement	(2,500.00)	.00	.00	.00	(2,500.00)	.00	.00
40462 Disability Exempt Reimb	(1,200.00)	.00	.00	1,176.61	(23.39)	98.05	1,176.61
40465 Emerg Mgmt Performance Grant	(14,500.00)	.00	35,600.00	12,311.00	(37,789.00)	(160.61)	(23,289.00)
40469 Veterans Reimb	(7,750.00)	.00	.00	7,357.86	(392.14)	94.94	7,357.86
40470 State Revenue Sharing	(214,000.00)	.00	50,000.00	400,941.51	136,941.51	163.99	350,941.51
40494 Judicial Revenue Distribution	(9,000.00)	.00	.00	6,994.50	(2,005.50)	77.72	6,994.50
40496 Pilot-holinko Estates	(13,500.00)	.00	9,854.00	.00	(23,354.00)	(72.99)	(9,854.00)
40551 Pilot - Senior Housing	.00	.00	17,447.00	17,447.00	.00	.00	.00
<b>Total State Support Gov</b>	<b>(7,380,120.00)</b>	<b>.00</b>	<b>112,901.00</b>	<b>7,521,593.88</b>	<b>28,572.88</b>	<b>100.39</b>	<b>7,408,692.88</b>
<b>Charge for Services</b>							
40605 Region 19 Financial Serv	(91,680.00)	.00	.00	45,840.00	(45,840.00)	50.00	45,840.00
40606 Health District Services	(24,580.00)	.00	.00	12,290.00	(12,290.00)	50.00	12,290.00
40610 Recording	(60,000.00)	.00	.00	35,483.00	(24,517.00)	59.14	35,483.00
40611 Copies Of Records	(12,400.00)	.00	.00	6,687.25	(5,712.75)	53.93	6,687.25
40612 Vital Statistics	(11,000.00)	.00	.00	5,622.00	(5,378.00)	51.11	5,622.00
40613 Sale Of Maps/regs	(100.00)	.00	.00	47.00	(53.00)	47.00	47.00
40620 Police Service	(67,800.00)	.00	37,260.00	43,720.08	(61,339.92)	9.53	6,460.08
40622 Redemption/Release Fees	(1,000.00)	.00	.00	619.00	(381.00)	61.90	619.00
40625 Animal Adoption Fees	(900.00)	.00	.00	435.00	(465.00)	48.33	435.00
40641 Postage On Overdue Books	(15,500.00)	.00	.00	5,893.21	(9,606.79)	38.02	5,893.21
40644 PARKING PLAN REVIEW FEE	(3,200.00)	.00	.00	2,450.00	(750.00)	76.56	2,450.00
40650 Blue Prints	(200.00)	.00	.00	.00	(200.00)	.00	.00
40656 Reg Dist 19 Grnds Mntnce	(71,880.00)	.00	.00	36,440.00	(35,440.00)	50.70	36,440.00
40663 Zoning Regulations	(200.00)	.00	.00	145.00	(55.00)	72.50	145.00
40671 Day Care Grounds Maintenance	(12,160.00)	.00	.00	6,080.00	(6,080.00)	50.00	6,080.00
40674 Charge for Services	(2,500.00)	.00	.00	969.92	(1,530.08)	38.80	969.92
40678 Celeron Sq Assoc Bikepath Main	(2,700.00)	.00	.00	2,700.00	.00	100.00	2,700.00
40684 Cash Overage/Shortage	.00	.00	360.00	161.00	(199.00)	.00	(199.00)
40699 Fire Safety Code Fees	(16,000.00)	.00	.00	29,067.47	13,067.47	181.67	29,067.47
<b>Total Charge for Services</b>	<b>(393,800.00)</b>	<b>.00</b>	<b>37,620.00</b>	<b>234,649.93</b>	<b>(196,770.07)</b>	<b>50.03</b>	<b>197,029.93</b>
<b>Fines and Forfeitures</b>							
40702 Parking Tickets - Town	(4,500.00)	.00	.00	.00	(4,500.00)	.00	.00
40710 Building Fines	(1,500.00)	.00	.00	1,500.00	.00	100.00	1,500.00
40711 Landlord Registration Penalty	(90.00)	.00	.00	.00	(90.00)	.00	.00
40713 NUISANCE ORDINANCE	(11,000.00)	.00	.00	5,798.00	(5,202.00)	52.71	5,798.00
40715 Ordinance Violation Penalty	(680.00)	.00	.00	860.00	180.00	126.47	860.00
40716 Noise Ordinance Violation	(300.00)	.00	.00	.00	(300.00)	.00	.00
40717 Possession Alcohol Ordinance	(4,440.00)	.00	.00	1,530.00	(2,910.00)	34.46	1,530.00
40718 Open Liquor Container Ordin	(6,120.00)	.00	.00	1,670.00	(4,450.00)	27.29	1,670.00

Town of Mansfield  
Monthly Revenue Summary by Source

Fiscal Year: 2013 to 2013 for Dates from 01-Jul-2012 to 31-Dec-2012

Account and Description	Appropriation	Appropriation Adj	Debit Amounts	Credit Amounts	Ending Balance	% Rec'd	Activity
<hr/>							
Total Fines and Forfeitures	(28,630.00)	.00	.00	11,358.00	(17,272.00)	39.67	11,358.00
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Miscellaneous							
40804 Rent - Historical Soc	(2,000.00)	.00	.00	2,100.00	100.00	105.00	2,100.00
40807 Rent - Town Hall	(7,580.00)	.00	.00	4,055.00	(3,525.00)	53.50	4,055.00
40808 Rent - Senior Center	(100.00)	.00	.00	.00	(100.00)	.00	.00
40817 Telecom Services Payment	(55,000.00)	.00	.00	.00	(55,000.00)	.00	.00
40820 Interest Income	(25,000.00)	.00	10.00	10,364.24	(14,645.76)	41.42	10,354.24
40824 Sale Of Supplies	(20.00)	.00	.00	17.00	(3.00)	85.00	17.00
40825 Rent - R19 Maintenance	(2,790.00)	.00	.00	2,790.00	.00	100.00	2,790.00
40890 Other	(2,500.00)	.00	10.00	3,626.60	1,116.60	144.66	3,616.60
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Total Miscellaneous	(94,990.00)	.00	20.00	22,952.84	(72,057.16)	24.14	22,932.84
<hr/>							
Operating Transfers In							
40928 School Cafeteria	(2,500.00)	.00	.00	.00	(2,500.00)	.00	.00
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Total Operating Transfers In	(2,500.00)	.00	.00	.00	(2,500.00)	.00	.00
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Total 111 General Fund - Town	(45,300,340.00)	49,300.00	259,050.39	27,999,800.59	(17,510,289.80)	61.30	27,740,750.20

Town of Mansfield  
 Monthly Expenditure Summary by Activity

Fiscal Year: 2013 to 2013 for Dates from 01-Jul-2012 to 31-Dec-2012

Account and Description	Appropriation	Appropriation Adj	Encumbrances	Expenditures	Remaining Balance	% Used
<b>111 General Fund - Town</b>						
<b>General Government</b>						
11100 Legislative	88,680.00	.00	4,000.00	59,427.56	25,252.44	71.52
12100 Municipal Management	198,300.00	12,480.00	995.00	111,893.32	97,891.68	53.56
12200 Human Resources	134,180.00	3,170.00	.00	67,422.05	69,927.95	49.09
13100 Town Attorney	42,500.00	.00	21,218.01	20,702.99	579.00	98.64
13200 Probate	3,920.00	.00	.00	3,918.42	1.58	99.96
14200 Registrars	65,920.00	(5,150.00)	.00	26,100.34	34,669.66	42.95
15100 Town Clerk	217,170.00	3,620.00	2,730.75	107,371.21	110,688.04	49.87
15200 General Elections	36,700.00	.00	.00	18,395.43	18,304.57	50.12
16100 Finance Administration	116,560.00	1,490.00	.00	59,026.38	59,023.62	50.00
16200 Accounting & Disbursements	168,390.00	3,800.00	150.00	94,172.66	77,867.34	54.78
16300 Revenue Collections	155,740.00	2,900.00	1,020.00	85,650.73	71,969.27	54.63
16401 Board Of Assessment Appeals	.00	.00	.00	400.00	(400.00)	.00
16402 Property Assessment	213,440.00	3,810.00	2,266.00	103,901.11	111,082.89	48.87
16510 Central Copying	39,000.00	.00	.00	37,022.00	1,978.00	94.93
16511 Central Services	34,000.00	.00	.00	28,635.22	5,364.78	84.22
16600 Information Technology	10,820.00	.00	.00	10,820.00	.00	100.00
30900 Facilities Management	939,750.00	2,370.00	18,650.21	487,234.21	436,235.58	53.70
<b>Total General Government</b>	<b>2,465,070.00</b>	<b>28,490.00</b>	<b>51,029.97</b>	<b>1,322,093.63</b>	<b>1,120,436.40</b>	<b>55.07</b>
<b>Public Safety</b>						
21200 Police Services	1,083,310.00	(9,250.00)	1,220.41	126,286.71	946,552.88	11.87
21300 Animal Control	92,220.00	(3,930.00)	.00	44,567.22	43,722.78	50.48
22101 Fire Marshal	140,860.00	.00	12,245.44	87,825.15	40,789.41	71.04
22155 Fire & Emerg Services Admin	216,590.00	2,990.00	.00	92,304.07	127,275.93	42.04
22160 Fire & Emergency Services	1,470,810.00	82,560.00	55,974.52	882,414.99	614,980.49	60.41
23100 Emergency Management	51,670.00	990.00	.00	30,481.33	22,178.67	57.88
<b>Total Public Safety</b>	<b>3,055,460.00</b>	<b>73,360.00</b>	<b>69,440.37</b>	<b>1,263,879.47</b>	<b>1,795,500.16</b>	<b>42.61</b>
<b>Public Works</b>						
30100 Public Works Administration	82,240.00	2,700.00	390.50	82,510.54	2,038.96	97.60
30200 Supervision & Operations	119,180.00	2,200.00	716.00	47,123.15	73,540.85	39.41
30300 Road Services	696,080.00	(38,760.00)	185.22	317,669.39	339,465.39	48.36
30400 Grounds Maintenance	392,310.00	11,520.00	2,774.56	236,847.08	164,208.36	59.34
30600 Equipment Maintenance	601,380.00	.00	11,121.69	289,582.98	300,675.33	50.00
30700 Engineering	192,720.00	3,720.00	64.93	105,181.83	91,193.24	53.58
<b>Total Public Works</b>	<b>2,083,910.00</b>	<b>(18,620.00)</b>	<b>15,252.90</b>	<b>1,078,914.97</b>	<b>971,122.13</b>	<b>52.98</b>

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Town of Mansfield  
 Monthly Expenditure Summary by Activity

Fiscal Year: 2013 to 2013 for Dates from 01-Jul-2012 to 31-Dec-2012

Account and Description	Appropriation	Appropriation Adj	Encumbrances	Expenditures	Remaining Balance	% Used
<b>Community Services</b>						
42100 Human Services Administration	336,670.00	4,150.00	.00	111,787.06	229,032.94	32.80
42202 Mansfield Challenge - Winter	.00	.00	.00	25.20	(25.20)	.00
42204 Youth Employment - Middle Sch	2,000.00	.00	.00	1,214.13	785.87	60.71
42210 Youth Services	172,050.00	2,900.00	.00	84,578.64	90,371.36	48.34
42300 Senior Services	206,470.00	2,910.00	.00	95,626.36	113,753.64	45.67
43100 Library Services Admin	654,840.00	8,290.00	7,358.50	322,271.77	333,499.73	49.71
45000 Contributions To Area Agency	303,340.00	.00	132,459.68	138,521.90	32,358.42	89.33
<b>Total Community Services</b>	<b>1,675,370.00</b>	<b>18,250.00</b>	<b>139,818.18</b>	<b>754,025.06</b>	<b>799,776.76</b>	<b>52.78</b>
<b>Community Development</b>						
30800 Building Inspection	170,470.00	2,310.00	.00	98,625.15	74,154.85	57.08
30810 Housing Inspection	107,350.00	1,870.00	.00	54,076.67	55,143.33	49.51
51100 PLANNING & DEVELOPMENT	228,680.00	5,030.00	.00	121,245.96	112,464.04	51.88
52100 Planning/Zoning Inland/Wetlnd	8,100.00	.00	3,719.61	2,128.12	2,252.27	72.19
58000 Boards and Commissions	6,400.00	.00	.00	1,950.86	4,449.14	30.48
<b>Total Community Development</b>	<b>521,000.00</b>	<b>9,210.00</b>	<b>3,719.61</b>	<b>278,026.76</b>	<b>248,463.63</b>	<b>53.14</b>
<b>Town-Wide Expenditures</b>						
71000 Employee Benefits	2,353,240.00	.00	63,324.15	1,369,704.34	920,211.51	60.90
72000 Insurance	126,970.00	.00	30,622.85	97,270.05	(922.90)	100.73
73000 Contingency	175,000.00	(110,690.00)	.00	.00	64,310.00	.00
<b>Total Town-Wide Expenditures</b>	<b>2,655,210.00</b>	<b>(110,690.00)</b>	<b>93,947.00</b>	<b>1,466,974.39</b>	<b>983,598.61</b>	<b>61.34</b>
<b>Other Financing</b>						
92000 Other Financing Uses	2,489,310.00	.00	.00	2,393,100.00	96,210.00	96.14
<b>Total Other Financing</b>	<b>2,489,310.00</b>	<b>.00</b>	<b>.00</b>	<b>2,393,100.00</b>	<b>96,210.00</b>	<b>96.14</b>
<b>Total 111 General Fund - Town</b>	<b>14,945,330.00</b>	<b>.00</b>	<b>373,208.03</b>	<b>8,557,014.28</b>	<b>6,015,107.69</b>	<b>59.75</b>

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Town of Mansfield  
 Monthly Expenditure Summary by Activity

Fiscal Year: 2013 to 2013 for Dates from 01-Jul-2012 to 31-Dec-2012

Account and Description	Appropriation	Appropriation Adj	Encumbrances	Expenditures	Remaining Balance	% Used
112 General Fund - Board	8,057,480.00	(42,740.00)	.00	2,945,806.65	5,068,933.35	36.75
61101 Regular Instruction	49,520.00	.00	2,121.17	25,819.60	21,579.23	56.42
61102 English	10,090.00	.00	.00	3,001.43	7,088.57	29.75
61104 World Languages	7,730.00	.00	968.77	2,359.00	4,402.23	43.05
61105 Health & Safety	12,690.00	.00	729.34	5,042.41	6,918.25	45.48
61106 Physical Education	14,060.00	.00	1,640.22	6,032.75	6,387.03	54.57
61107 Art	75,470.00	.00	1,549.94	18,469.95	55,450.11	26.53
61108 Mathematics	17,300.00	.00	1,084.73	5,243.29	10,971.98	36.58
61109 Music	30,750.00	.00	1,553.98	14,027.10	15,168.92	50.67
61110 Science	20,680.00	.00	315.12	7,482.07	12,882.81	37.70
61111 Social Studies	201,250.00	.00	6,872.49	139,728.98	54,648.53	72.85
61115 Information Technology	9,080.00	.00	.00	3,015.70	6,064.30	33.21
61122 Family & Consumer Science	10,830.00	.00	288.49	7,774.68	2,766.83	74.45
61123 Technology Education	1,348,040.00	(41,860.00)	65.00	584,392.74	721,722.26	44.75
61201 Special Ed Instruction	412,820.00	.00	150.00	142,518.86	270,151.14	34.56
61202 Enrichment	319,460.00	(760.00)	.00	131,019.41	187,680.59	41.11
61204 Preschool	341,040.00	(450.00)	205.00	170,457.01	169,927.99	50.11
61310 Remedial Reading/Math	54,500.00	.00	.00	38,297.33	16,202.67	70.27
61400 Summer School	.00	.00	231,035.50	189,127.13	(420,162.63)	.00
61600 Tuition Payments	159,760.00	.00	532.15	132,740.80	26,487.05	83.42
61900 Central Service-Instr Suppl.	146,000.00	.00	246.00	58,619.84	87,134.16	40.32
62102 Guidance Services	210,650.00	.00	2,760.10	69,045.90	138,844.00	34.09
62103 Health Services	230,500.00	.00	125,283.50	85,958.06	19,258.44	91.64
62104 Outside Eval/Contracted Serv	158,840.00	(11,600.00)	109.20	121,667.29	25,463.51	82.71
62105 Speech And Hearing Services	6,570.00	.00	.00	.00	6,570.00	.00
62106 Pupil Services - Testing	299,630.00	(60,990.00)	1,193.13	83,152.70	154,294.17	35.34
62108 Psychological Services	141,100.00	(17,320.00)	2,710.00	75,093.97	45,976.03	62.86
62201 Curriculum Development	36,990.00	.00	4,058.00	7,480.26	25,451.74	31.19
62202 Professional Development	71,200.00	.00	387.65	15,348.01	55,464.34	22.10
62302 Media Services	299,740.00	(270.00)	4,457.19	121,006.00	174,006.81	41.90
62310 Library	385,860.00	204,200.00	29,501.50	270,399.53	290,158.97	50.83
62401 Board Of Education	363,720.00	(11,940.00)	3,041.16	175,348.23	173,390.61	50.71
62402 Superintendent's Office	292,970.00	.00	10,519.55	140,893.18	141,557.27	51.68
62404 Special Education Admin	1,033,930.00	.00	2,827.19	529,527.65	501,575.16	51.49
62520 Principals' Office Services	16,490.00	.00	1,060.66	4,573.80	10,855.54	34.17
62521 Support Services - Central	13,500.00	.00	.00	2,364.00	11,136.00	17.51
62523 Field Studies	255,270.00	6,740.00	16,488.15	213,339.98	32,181.87	87.72
62601 Business Management	1,488,790.00	(23,010.00)	18,171.06	759,151.24	688,457.70	53.03
62710 Plant Operations - Building	710,300.00	.00	633,242.34	201,345.41	(124,287.75)	117.50
62801 Regular Transportation	112,000.00	.00	145,860.02	59,223.96	(93,083.98)	183.11
62802 Spec Ed Transportation	40,330.00	.00	.00	9,813.59	30,516.41	24.33
63430 After School Program	36,190.00	.00	3,077.00	8,522.73	24,590.27	32.05
63440 Athletic Program	3,038,190.00	.00	19,316.50	1,544,542.52	1,474,330.98	51.47
68000 Employee Benefits	46,850.00	.00	.00	46,850.00	.00	100.00
69000 Transfers Out To Other Funds						
<b>Total 112 General Fund - Board</b>	<b>20,588,160.00</b>	<b>.00</b>	<b>1,273,421.80</b>	<b>9,175,624.74</b>	<b>10,139,113.46</b>	<b>50.75</b>

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**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** Matt Hart, Town Manager *MH*  
**CC:** Maria Capriola, Assistant Town Manager; Linda Painter, Director of Planning and Development; Jennifer Kaufman, Natural Resources and Sustainability Coordinator; Dennis O'Brien, Town Attorney  
**Date:** March 11, 2013  
**Re:** Hawthorne Lane Conservation Easement Amendment

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**Subject Matter/Background**

On February 14, 2012, the Town Council approved an amendment to the Conservation Easement granted to the Town as part of a subdivision on Hawthorne Lane. The purpose of this amendment was to facilitate the use of the 'Hawthorne Lane Alternative' as part of the Interstate Reliability Project. This alternative design would involve the relocation of the existing Connecticut Light and Power transmission lines to the south, away from the existing homes, thereby preserving the vegetation that currently provides a buffer between the transmission lines and homes.

The amendment to the conservation easement includes release of  $\pm 0.32$  acres of easement located west of the cul-de-sac and the addition of  $\pm 0.64$  acres along the north property lines of 21 and 25 Hawthorne Lane. The amendment was conditioned upon Siting Council approval of the Interstate Reliability Project, including the Hawthorne Lane Alternative.

Since the Town Council's approval, the property owners have been working with the Town Attorney to finalize the easement amendment. As the amendment to the easement includes the addition of property previously not covered by the easement, a subordination agreement was required from the mortgage holders on each of the properties, to ensure that the new easement area is protected in the case of mortgage default by the property owner.

The mortgage holder of the property at 25 Hawthorne Lane has provided a subordination agreement. The mortgage holder of the property located at 21 Hawthorne Lane, however, has not agreed to sign the standard subordination agreement for the conservation easement amendment agreement, which adds

approximately 0.29 acres to the existing conservation easement on that property, and instead has provided a Consent of Lien Holder. To provide additional protection to the Town, the owner has offered to provide a title insurance policy that would affirmatively ensure that the Town's Amended and Restated Conservation Easement Agreement has priority over the mortgage for the property located at 21 Hawthorne Lane.

The title insurance company would pay the Town the value of the policy in the event that the bank ever commenced a foreclosure action (which the title company would defend against based on the Consent of Lien Holder) and was successful in foreclosing the Town's Amended and Restated Conservation Easement. The amount of the insurance coverage would need to be determined through an appraisal before the title policy is issued. If the defense of the easement is successful, the easement would be retained and no payout of the insurance policy would be needed. The title insurance company would pay for defense costs in any case.

It is important to note that the only jeopardy to the conservation easement is if the bank were to foreclose on the current owners; any future sale of the property would not be impacted. Furthermore, such a foreclosure would only impact the approximate  $\pm 0.29$  acre portion of the new conservation easement area, not the 0.61 acres of conservation easement area in the northwest corner of 21 Hawthorne Lane nor the remaining 0.54 acres of conservation easement area in the southwest corner of 21 Hawthorne Lane, both remaining on the property from the original subdivision approval. It also would have no impact on the new easement area placed on the property at 25 Hawthorne Lane.

If the Town does not accept the use of the Consent of Lien Holder along with an associated title insurance policy, the Amended and Restated Conservation Easement could not be recorded, thereby eliminating the possibility of the Hawthorne Lane Alternative.

If the Amended and Restated Conservation Easement is not completed prior to submission of a Development and Management Plan to the Siting Council, CL&P will eliminate the Hawthorne Lane Alternative from the plans and revert to their original proposal. An answer as to whether the amended conservation easement is going to proceed is needed by CL&P by the end of March.

#### **Financial Impact**

The cost of the appraisal and the title insurance policy would be the responsibility of the property owner.

**Legal Review**

The Town Attorney has been working with the attorney for the property owner on this issue and both will be available to answer questions at the meeting.

**Recommendation**

If the Town Council finds the Consent of Lien Holder and provision of title insurance as an acceptable alternative to the use of a standard subordination agreement, the following motion is recommended:

*Move, effective March 11, 2013, to authorize the Town Attorney to accept the Consent of Lien Holder for the property located at 21 Hawthorne Lane in lieu of the standard subordination agreement on the condition that the property owner provide the Town with a title insurance policy to protect the Town's conservation easement interest in the event of a foreclosure. The cost of the appraisal to determine the value of the insurance policy and the cost of the policy itself shall be borne by the property owner.*

**Attachments**

- 1) Consent of Lien Holder-21 Hawthorne Lane
- 2) Map

Consent of Lien Holder

Mortgage Electronic Registration Systems, Inc. ("Lien Holder"), is the current holder of a Open-End Mortgage dated June 11, 2010 as recorded in Document No. 2010-0079503, Volume 689 Page 116, in the Official Public Records of Mansfield, Connecticut. Mortgage Electronic Registration Systems, Inc. acting solely as nominee for lender. Lien Holder hereby consents to the grant of the foregoing Modification of Easement by Christopher J. Duers and Jessica F. Duers to The Connecticut Light and Power Company, in that certain Modification of Easement signed August 23, 2012. Lien Holder joins in the execution hereof solely as Lien Holder and hereby does agree that in the event of the foreclosure of said mortgage, or other sale of said property described in said mortgage under judicial or non-judicial proceedings, the same shall be sold subject to said Easement.

SIGNED AND EXECUTED this 26<sup>th</sup> day of September, 2012.

Mortgage Electronic Registration  
Systems, Inc.

By: Ralph L. Hall  
Ralph L. Hall, Vice President

STATE of MARYLAND

COUNTY of FREDERICK

BEFORE ME, the undersigned authority, on this day personally appeared Ralph L. Hall, Vice President, of Mortgage Electronic Registration Systems, Inc. known to me to be the person and Officer whose name is subscribed to the foregoing instrument and who acknowledged to me that he executed the same for the purposes and consideration therein expressed, in the capacity therein stated, as the act and deed of said Corporation.

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS 26<sup>th</sup> day of  
September, 2012.

Shannon Shatzley  
Shannon Shatzley commissioned as Shannon Sager  
Notary Public State of Maryland

My commission expires: March 14, 2015



Consent of Lien Holder

Mortgage Electronic Registration Systems, Inc. ("Lien Holder"), is the current holder of a Open-End Mortgage dated June 11, 2010 as recorded in Document No. 2010-0079503, Volume 689 Page 116, in the Official Public Records of Mansfield, Connecticut. Mortgage Electronic Registration Systems, Inc. acting solely as nominee for lender. Lien Holder hereby consents to the grant of the foregoing Amended Easement by Christopher J. Duers and Jessica F. Duers to Town of Mansfield, in that certain Amended and Restated Conservation Easement Agreement, dated June 14, 2012. Lien Holder joins in the execution hereof solely as Lien Holder and hereby does agree that in the event of the foreclosure of said mortgage, or other sale of said property described in said mortgage under judicial or non-judicial proceedings, the same shall be sold subject to said Easement.

SIGNED AND EXECUTED this 20<sup>th</sup> day of September, 2012.

Mortgage Electronic Registration  
Systems, Inc.

By: Ralph L. Hall  
Ralph L. Hall, Vice President

STATE of MARYLAND

COUNTY of FREDERICK

BEFORE ME, the undersigned authority, on this day personally appeared Ralph L. Hall, Vice President, of Mortgage Electronic Registration Systems, Inc. known to me to be the person and Officer whose name is subscribed to the foregoing instrument and who acknowledged to me that he executed the same for the purposes and consideration therein expressed, in the capacity therein stated, as the act and deed of said Corporation.

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS 20<sup>th</sup> day of  
September, 2012.

Shannon Shatzley  
Shannon Shatzley commissioned as Shannon Sager  
Notary Public State of Maryland

My commission expires: March 14, 2015







**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** Matt Hart, Town Manager *MWH*  
**CC:** Maria Capriola, Assistant Town Manager; Linda Painter Director of Planning and Development; Curt Vincente, and Director of Parks and Recreation; Jennifer Kaufman, Natural Resources and Sustainability Coordinator  
**Date:** March 11, 2013  
**Re:** 2013 Recreational Trails Program Grant

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**Subject Matter/Background**

Bicentennial Pond Recreation Area, situated in Mansfield's 455-acre Schoolhouse Brook Park, is the site of numerous recreational and educational activities including:

- Swimming, hiking, mountain biking, picnicking and concerts
- Mansfield's municipal summer camp program (hosting approximately 750 children each summer)
- Outdoor classroom and physical activities for Mansfield Middle School (MMS), which is adjacent to the Bicentennial Pond Recreation Area
- Access to 8.54 miles of Town trails within in Schoolhouse Brook Park
- Access to the Nipmuck Trail, a state-designated greenway beginning in Mansfield and traveling north to the Nipmuck Forest in Union, CT on the Massachusetts border

Currently, there is a wheelchair accessible path to the beach and swimming area but no way for someone in a wheelchair to travel deeper into the park.

In 2011, the Town of Mansfield, in partnership with the Eastern Highland Health District and the Mansfield Middle School, received a grant to design improvements for wheelchair accessibility at the Schoolhouse Brook Park/ Bicentennial Pond Recreation Area. This past fall the Town, after going out to bid, contracted with the landscape architecture firm of Kent and Frost to design the trail and to develop construction specifications and a detailed cost estimate. As part of the design process, staff from the health district, middle school, parks and recreation, human services, and members of the Parks Advisory Committee walked the trail and reviewed the final design.

The proposed trail, which is designed to meet the accessibility codes outlined by the US National Parks Service, would be approximately 7/10 of a mile long. This trail would create a pond loop trail at Mansfield's most often used recreation area with connections to the existing 8.54 miles of park trails and the State's Blue Blazed Nipmuck Trail. The surface of the trail would consist of a compacted layer of dense graded crushed stone, with additives to strengthen the surface. Several different trail options have been developed to meet the specific needs of the trail in different conditions (e.g. wet areas; protection of tree roots). The cost estimate also includes several new trail amenities including, interpretive signage, an outdoor ecology classroom area, two fishing platforms, a viewing area to showcase the dam and pond, and an area that better defines the trail entrance from the Middle School and the Bicentennial Pond parking lot. In addition, there would be a moderately sloped path leading from the pond to the playground. Detailed trail plans and cost estimate are attached.

The proposed wheelchair accessible trail is designed to afford access to natural areas around the pond that are currently inaccessible to those with limited mobility and in wheelchairs, improve access for MMS students for educational and physical education activities by creating outdoor classroom areas, and increase access to physical activity opportunities for the region.

#### **Financial Impact**

The total cost of the trail construction is \$289,643.43, which includes a 20% contingency. Costs for project oversight, to be performed by staff, amount to \$10,000, bringing the total project cost to \$300,000. If received, the grant would fund \$240,000 or 80% of the total project. The Town would be responsible for \$60,000 or 20% of the project cost. Staff would plan to finance the Town's share from a combination of in-kind staff support, the Parks Improvement Fund and the Open Space Fund. (We currently budget \$20,000 a year for park improvements; that account has a balance of approximately \$17,000. The Town also has a balance of approximately \$180,000.) In addition, staff is researching whether the public lands highways discretionary program grant awarded for the LaGuardia property could be re-programmed for this purpose.

#### **Recommendation**

If the Town Council supports the submittal of this grant application, the following resolution would be in order.

*Resolved, effective March 11, 2013, to submit an application in the amount of \$300,000, to be funded 80% by the State and 20% by the Town, to the Connecticut Department of Energy and Environmental Protection's Recreational Trails Program for the purpose of improving wheelchair accessibility, trail linkages, educational and physical activity opportunities at the Schoolhouse Brook Park/ Bicentennial Pond Recreation area.*

**Attached**

- 1) Trail Design and Cost Estimate

**Universal Access Trail-Bicentennial Pond-Cost Estimate**

Trail Construction (Detailed Cost Estimate Attached)	\$ 289,683.43		
Project Oversight	\$ 10,316.57		
Project Total	\$ 300,000.00		
Total Amount Requested from Grant	\$ 240,000.00		
Town Contribution	\$ 60,000.00 *		
<b>Project Total</b>	<b>\$ 300,000.00</b>		
	<p><i>* Includes combination of in-kind staff support and the Parks Improvement and Open Space Funds</i></p>		

Bicentennial Trail Master Plan  
Final Cost Estimate 03.05.13

Kent + Frost  
Landscape Architecture

ZONE	ITEM	COST	UNIT	QTY.	COST	TOTAL	NOTE
<b>1 Main Loop</b>							
	Site Preparation						
	Top Soil & Placement	\$40.00	CY	100	\$4,000.00		6" DEEP
	Sedimentation & Erosion Control	\$4,000.00	LS	1	\$4,000.00		
	Demo Bituminous Pavement	\$2.00	SF	1426	\$2,852.00		
	Demo Trail	\$0.50	SF	3388	\$1,694.00		
	Site Improvements						
	Bollard	\$500.00	EA	1	\$500.00		
	Trail Post	\$100.00	EA	5	\$500.00		
	Trail Sign- Large	\$1,000.00	EA	1	\$1,000.00		
	Trail Sign- Small	\$500.00	EA	1	\$500.00		
	Trail Sign- interpretive	\$500.00	EA	5	\$2,500.00		
	Stone Dust						
	Around Picnic Pavilion	\$2.50	SF	1000	\$2,500.00		
	Primary Trail Entrance	\$2.50	SF	148	\$370.00		
	Secondary Trail Entrance	\$2.50	SF	152	\$380.00		
	Around Bath House	\$2.50	SF	450	\$1,125.00		
	Stone Dust Path - Flush 6'	\$16.75	LF	2188	\$36,649.00		
	Stone Dust Path - Flush 10'	\$27.91	LF	330	\$9,210.30		
	Stone Dust Path - on new ground	\$16.75	LF	295	\$4,941.25		
	Stone Dust Path - Raised	\$19.16	LF	49	\$938.84		
	Stone Dust Path - Retained 1 side	\$18.92	LF	277	\$5,240.84		
	Stone Dust Path - Crossing Wet Soil	\$22.96	LF	95	\$2,181.20		
	Stone Dust Path - w/ retention	\$44.91	LF	262	\$11,766.42		
	Gabion Wall	\$75.00	LF	401	\$30,075.00		Gabion Walls come in 6' long sections
	Reinforced Stone Dust Path Across Spillway	\$22.00	LF	77	\$1,694.00		
	New Culvert	\$500.00	EA	1	\$500.00		
	Replace Wood Fence	\$700.00	LS	1	\$700.00		Fill in section where walk was removed (4.7')
	Bridge Work	\$3,000.00	LS	1	\$3,000.00		
					Total	\$128,817.85	
					20% Contingency	\$25,763.57	
					<b>Sub-Total</b>	<b>\$154,581.42</b>	
<b>2 Alternate - Fitness Loop</b>							
	Site Preparation						
	Demo Trail	\$0.50	SF	2048	\$1,024.00		
	Site Improvements						
	Trail Post	\$100.00	EA	1	\$100.00		
	Stone Dust Path - Flush 6'	\$16.75	LF	863	\$14,455.25		
					Total	\$15,579.25	
					20% Contingency	\$3,115.85	
					<b>Sub-Total</b>	<b>\$18,695.10</b>	
<b>3 Alternate - Beach Loop</b>							
	Site Preparation						
	Demo Bituminous Pavement	\$2.00	SF	1689	\$3,378.00		Remove Path Down to Beach
	Site Improvements						
	New Concrete Sidewalk Paving	\$7.00	SF	1689	\$11,823.00		Replace Path Down To Beach
	Stone Dust Path - w/ retention	\$44.91	LF	106	\$4,760.46		
	Path On Beach	\$2,000.00	LS	1	\$2,000.00		
					Total	\$19,961.46	
					20% Contingency	\$3,992.29	
					<b>Sub-Total</b>	<b>\$23,953.75</b>	
<b>4 Alternate Areas</b>							
	Gathering Areas						
	Fishing Pier # 1	\$19,420.00	LS	1	\$19,420.00		
	Fishing Pier # 2	\$14,435.00	LS	1	\$14,435.00		
	Outdoor Classroom - Streambank Ecology	\$5,360.00	LS	1	\$5,360.00		
	Bicentennial Overlook	\$4,929.00	LS	1	\$4,929.00		
					Total	\$44,144.00	
					20% Contingency	\$8,828.80	
					<b>Sub-Total</b>	<b>\$52,972.80</b>	
	Entrances						
	Primary Trail Entrance	\$270.00	LS	1	\$270.00		
	Secondary Trail Entrance	\$22,280.00	LS	1	\$22,280.00		

Total \$22,550.00  
20% Contingency \$4,510.00

Sub-Total \$27,060.00

Site Planting				
Woodland Seed Mix	\$0.15	SF	4102	\$615.30
Shrubs	\$5.00	SF	1029	\$5,145.00
Lawn	\$0.33	SF	3000	\$990.00
Trees- MED	\$600.00	EA	6	\$3,600.00

Total \$10,350.30  
20% Contingency \$2,070.06

Sub-Total \$12,420.36

**Bicentennial Trail Master Plan Grand Total \$289,683.43**



**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** Matt Hart, Town Manager *Matt*  
**CC:** Maria Capriola, Assistant Town Manager; Cherie Trahan, Director of Finance  
**Date:** March 11, 2013  
**Re:** Capital Improvement Program Closeouts/Adjustments

---

**Subject Matter/Background**

Attached please find correspondence from the Director of Finance recommending a number of adjustments to the capital projects fund/capital improvement program. We do recommend such adjustments to the capital fund periodically during the fiscal year. The Director will be available at Monday's meeting to address any questions you may have.

**Recommendation**

The Finance Committee will review the proposed adjustments at its meeting prior to the Council meeting on March 11, 2013. If the Finance Committee recommends that the adjustments be approved, the following motion is in order:

*Move, effective March 11, 2013, to approve the adjustments to the Capital Projects fund, as presented by the Director of Finance in her correspondence dated March 6, 2013.*

**Attachments**

- 1) C. Trahan re: Capital Projects Fund
- 2) Proposed Capital Fund Budget Changes

**TOWN OF MANSFIELD**  
**OFFICE OF THE DIRECTOR OF FINANCE**



CHERIE TRAHAN, Director of Finance

AUDREY P. BECK BUILDING  
FOUR SOUTH EAGLEVILLE ROAD  
MANSFIELD, CT 06268-2599  
(860) 429-3344  
fax: (860) 429-6863  
E-Mail: [trahanca@mansfieldct.org](mailto:trahanca@mansfieldct.org)

TO: Matthew W. Hart, Town Manager  
FROM: Cherie Trahan, Director of Finance  
DATE: March 6, 2013  
RE: Capital Projects Fund

Attached is an analysis of current and proposed Revenue and Expenditure Budgets for specific Capital Projects as of March 6, 2013. If adopted as presented, it will accomplish the following.

1. Officially close out completed projects:

82701 Animal Control Van  
83636 Large Dump Truck 11/12  
83637 Small Dump Truck & Sander 11/12  
84128 DECD STEAP 3 Dog Lane Design  
84808 Senior Center Van 11/12  
85830 Willimantic River Greenway/Blueway  
85831 Commonfield Trail Improvement

2. Increase/(Decrease) funding for the following completed Overspent/(Underspent) projects:

82701 Animal Control Van	\$1,071
83636 Large Dump Truck 11/12	\$967
83637 Small Dump Truck & Sander 11/12	\$1,901
84808 Senior Center Van 11/12	(\$4,518)
85830 Willimantic River Greenway/Blueway	\$22,994
85831 Commonfield Trail Improvement	\$1,684

3. Increase/(Decrease) funding for the following open projects:

81611 Pool Cars	\$25,784
84129 Omnibus Budget Bill Feb 2009	(\$160,500)
85816 Park Improvements	\$8,795

PROPOSED CAPITAL FUND BUDGET CHANGES

3/6/2013

JOB #	DESCRIPTION	FUNDING SOURCE	REVENUE BUDGET					EXPENDITURE BUDGET				BALANCE TO SPEND (OVERSPENT)		
			CURRENT BUDGET	PROPOSED CHANGE	AMENDED BUDGET	ACTUAL REVENUES	OVER/ (UNDER) PROPOSED	CURRENT BUDGET	PROPOSED CHANGE	AMENDED BUDGET	ACTUAL EXPEND.			
81611	Pool Cars	CNR	35,000	7,184	42,184	35,000	(7,184)							
		State Support	-	18,600	18,600	-	(18,600)							
			35,000	25,784	60,784	35,000	(25,784)	35,000	25,784	60,784	60,784		(0)	
* 82701	Animal Control Van	CNR	20,000	1,071	21,071	20,000	(1,071)	20,000	1,071	21,071	21,071		-	
* 83636	Large Dump Truck 11/12	Bonds	166,225	(4,037)	162,189	16,225	145,964							
		Other	-	5,004	5,004	5,004	-							
			166,225	967	167,193	21,229	145,964	166,225	967	167,192	167,192		-	
* 83637	Small Dump Truck & Sander 11/12	Bonds	45,000	191	45,191	-	45,191							
		Other	-	1,710	1,710	1,710	-							
			45,000	1,901	46,901	1,710	45,191	45,000	1,901	46,901	46,901		-	
* 84128	DECD STEAP3 Dog Lane Design	State Support	200,000	-	200,000	200,000	-	200,000	-	200,000	200,000		-	
84129	Omnibus Budget Bill Feb 2009	State Support	712,500	(160,500)	552,000	219,953	332,947	712,500	(160,500)	552,000	498,486		53,514	
* 84808	Senior Center Van 11/12	State Support	40,000	(3,614)	36,386	36,386	-							
		CNR	10,000	(904)	9,096	10,000	(904)							
			50,000	(4,518)	45,482	46,386	(904)	50,000	(4,518)	45,482	45,482		-	
* 85830	Wmtc River Greenway/Blueway	State Support	78,880	15,000	93,880	93,880	-							
		Other	-	10,760	10,760	10,760	-							
		CNR	55,000	(2,766)	52,234	55,000	(2,766)							
			133,880	22,994	156,874	159,640	(2,766)	133,880	22,994	156,874	156,874		-	
* 85831	Commonfield Trail Improvement	State Support	12,270	7,712	19,982	19,982	-							
		CNR	7,070	(6,029)	1,041	7,070	(6,029)							
			19,340	1,684	21,024	27,052	(6,029)	19,340	1,683	21,023	21,023		-	
85816	Park Improvements	Bonds	20,000	-	20,000	20,000	-							
		CNR	223,000	8,795	231,795	223,000	8,795							
			243,000	8,795	251,795	243,000	8,795	243,000	8,795	251,795	235,019		16,776	
			<u>\$ 1,624,945</u>	<u>\$ (101,822)</u>	<u>\$ 1,523,123</u>	<u>\$ 973,070</u>	<u>\$ 496,343</u>	<u>\$ 1,624,945</u>	<u>\$ (101,822)</u>	<u>\$ 1,523,123</u>	<u>\$ 1,452,833</u>		<u>\$ 70,289</u>	

Recap of Funding Changes:

Bonds	(3,845)
CNR	7,351
Other	17,474
State Support	(122,802)
	<u>\$ (101,822)</u>

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**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** Matt Hart, Town Manager *MWH*  
**CC:** Maria Capriola, Assistant to Town Manager; Cherie Trahan, Director of Finance; Keri Rowley, Accounting Manager  
**Date:** March 11, 2013  
**Re:** WPCA, FY 2012/13 Willimantic Sewer Budget

---

**Subject Matter/Background**

Attached is a proposed 2012/13 Willimantic Sewer budget. Mansfield pays the Town of Windham for sewer service for those Mansfield residents connected to the Willimantic system. Quarterly payments will also be paid to the Town of Windham for Mansfield's flow proportionate share of the Windham Sewage Treatment Plant Upgrade averaging \$21,250 per quarter. The Town bills the users a fee that is appropriate to fund the budget.

**Financial Impact**

This proposed budget anticipates a 6% increase in revenue to Mansfield's annual payments to address the quarterly payments Mansfield pays Windham for our share of the plant upgrade. Based on the budget, we estimate that retained earnings will be reduced from \$379,694 to \$318,843 on June 30, 2013.

**Recommendation**

If the Town Council acting as the Water Pollution Control Authority (WPCA) approves the budget as proposed, the following motion would be in order:

*Move, effective March 11, 2013, to adopt the FY 2012/13 Windham Sewer Budget as prepared by town staff.*

**Attachments**

- 1) Willimantic Sewer Enterprise Fund Estimated Budget

TOWN OF MANSFIELD  
WILLIMANTIC SEWER ENTERPRISE FUND ESTIMATED BUDGET

	2011/12 Actual*	2012/13 Proposed
<b>OPERATING REVENUES:</b>		
Sewer Charges	\$169,600	\$179,775
Other Revenues	685	
Total Operating Revenues*	170,285	179,775
 <b>OPERATING EXPENSES:</b>		
Sewer Billings	174,565 **	136,500
Purchased Services & Supplies	11,747	4,855
Windham Sewage Treatment Plant Upgrade	21,797	85,000
Depreciation	14,273	14,270
Total Operating Expenses*	222,382	240,625
Operating Income/(Deficit)	(52,097)	(60,850)
Retained Earnings, July 1 (restated)	431,791	379,694
Retained Earnings, June 30	\$379,694	\$318,843

\* Agrees with Exhibit C-2 of 2011/12 CAFR

\*\* Includes overbilling that Town of Windham is correcting will be correcting in FY 2012/13



**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** Matt Hart, Town Manager *MWH*  
**CC:** Maria Capriola, Assistant to Town Manager; Cherie Trahan, Director of Finance; Keri Rowley, Accounting Manager  
**Date:** March 11, 2013  
**Re:** WPCA, FY 2012/13 UConn Water and Sewer Budget

---

**Subject Matter/Background**

Attached is a proposed UConn water and sewer budget for 2012/13. The budget is based on actual water/sewer billings from New England Water Utility Services (NEWUS) for the period July 2, 2012 through January 9, 2013, as adjusted for prior year estimates.

**Financial Impact**

The proposed budget anticipates a slight increase over 2011/12 billings prior to the audit adjustment. Based on the proposed budget, retained earnings will remain at \$298,685.

**Recommendation**

If the Town Council acting as the Water Pollution Control Authority (WPCA) approves the budget as proposed, the following motion would be in order:

*Move, effective March 11, 2013, to adopt the FY 2012/13 UConn Water/Sewer Budget as prepared by town staff.*

**Attachments**

- 1) UConn Water/Sewer Enterprise Fund Estimated Budgets

TOWN OF MANSFIELD  
UCONN WATER/SEWER ENTERPRISE FUND ESTIMATED BUDGETS

	<u>2011/12</u> Actual*	<u>2012/13</u> Proposed
OPERATING REVENUES:		
Water/Sewer Charges	<u>\$90,813</u> **	<u>\$111,800</u> ***
Total Operating Revenues*	90,813	111,800
OPERATING EXPENSES:		
Pump Station Maintenance		4,665 ****
Consultants	3,060	-
Water/Sewer Billings	78,108	90,270
Purchased Services & Supplies	5,981	7,305
Depreciation	<u>9,563</u>	<u>9,560</u>
Total Operating Expenses*	<u>96,712</u>	<u>111,800</u>
Operating Income/(Deficit)	(5,899)	
Retained Earnings, July 1 (restated)	<u>304,584</u>	<u>298,685</u>
Retained Earnings, June 30	<u>\$298,685</u>	<u>\$298,685</u>

\* as amended

\*\* Reflects adjustment of \$(7515) to account for prior year discrepancies

\*\*\* Reflects adjustment of \$(1615) to account of 11/12 discrepancy and addition of new customers

\*\*\*\* Cost for Contract Operator for Pump Station

UCONN WATER/SEWER FUND  
 COMPARISON OF PROPOSED WATER/SEWER BILLING  
 BY CUSTOMER 12/13 VERSUS ACTUAL 11/12

	2012/2013				
	Prior Year Adjustment	Preliminary Budget	Proposed Budget	Budget Increase/ (Decrease)	%
Wrights A - Sewer Only	(624)	3,547	2,923	(\$933)	-22.3%
Wrights B - Sewer Only	(139)	1,009	870	(\$487)	-39.4%
Holinko - Sewer Only	208	12,257	12,465	\$194	1.4%
Senior Center - Water and Sewer	(202)	1,216	1,014	\$107	9.7%
Total Town of Mansfield	(757)	18,029	17,273	(1,119)	-5.5%
Wrights A - Water Only	(593)	3,463	2,870	(\$913)	-22.3%
Wrights B - Water Only	(132)	1,075	943	(\$473)	-36.4%
Holinko - Water Only	201	12,273	12,474	\$169	1.3%
Total Mansfield Housing Authority	(524)	16,811	16,287	(1,217)	-6.5%
Mansfield Retirement Comm. (Juniper Hill) Water and Sewer	(497)	20,396	19,899	\$487	2.2%
Mansfield Retirement Co-op (Glen Ridge) Water and Sewer	(888)	14,579	13,691	(\$910)	-6.2%
Center for Rehabilitation and Nursing Water and Sewer	1,050	26,393	27,443	\$3,890	13.9%
Courtyard Condos	-	8,051	8,051		
Post Office	-	911	911		
University Plaza	-	5,140	5,140		
Weeks Trailer Park	-	1,489	1,489		
	(1,616)	111,800	110,184	\$1,131.84	1.1%

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**TOWN OF MANSFIELD**  
**AD HOC COMMITTEE FOR RESPONSIBLE CONTRACTING**  
**Monday, February 15, 2013**  
**Council Chambers, Audrey P. Beck Building**

**Minutes**

Members Present: Deputy Mayor Toni Moran (Chair), Mayor Elizabeth Paterson, Chris Paulhus

Other Council Members Present: David Freudmann

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

The meeting was called to order at approximately 8:40 a.m.

**APPROVAL OF MINUTES**

Paterson made the motion, seconded by Paulhus to adopt the 12/17/12 meeting minutes as presented. Motion passed unanimously.

**PUBLIC COMMENT**

None.

**REPORTS**

Mr. Hultgren provided written correspondence in response to prevailing wage and wage verification questions from the 12/17/12 meeting.

**1. SPECIAL GUEST SPEAKER**

By consensus, the Committee moved "New Business/Special Guest Speaker" to the beginning of the meeting. Special guest speaker was Bruce Benway, Town Manager of Killingly, CT. Killingly's procurement ordinance includes responsible contracting provisions. Mr. Benway spoke to Killingly's experience with procurement and public projects as they relate to responsible contracting and their ordinance.

**2. OTHER DISCUSSION**

None.

**3. FUTURE AGENDAS/NEXT STEPS**

Staff announced the confirmation of the DOL guest speaker on apprenticeship programs for the 2/25 meeting at 9am. The Committee has asked staff to determine if a DOL prevailing wage staff member can speak to the Committee at a future meeting. The Association of Builders and Contractors (ABC) will be invited to speak at a March meeting. Staff has been asked to research project labor agreement articles that may have been published in a Cornell University journal.

**COMMUNICATIONS**

It was noted that in Mr. P. Phillips' email communication of December 20<sup>th</sup>, 2012 his referenced attachment was missing. Staff will follow-up with Mr. Phillips regarding the missing attachment.

The meeting adjourned at 9:35 a.m.

Respectfully submitted,  
Maria E. Capriola, Assistant Town Manager  
Town of Mansfield

**MANSFIELD DOWNTOWN PARTNERSHIP  
FINANCE AND ADMINISTRATION COMMITTEE  
MEETING  
TOWN HALL  
CONFERENCE ROOM B**

**THURSDAY, JANUARY 24, 2013**

**MINUTES**

Present: Chair Harry Birkenruth, Phil Barry, Tom Callahan, Mark Hammond, Matt Hart, Mike Kirk, Toni Moran, Dave Pepin, Bill Simpson and Frank Vasington

Guest: Board President Philip Lodewick

Staff: Cynthia van Zelm

Guests: Howard Kaufman and Macon Toledano from LeylandAlliance

**1. Call to Order**

Chair Harry Birkenruth called the meeting to order at 2:40 pm.

**2. Approval of Minutes from November 16, 2012 and December 21, 2012**

Bill Simpson made a motion to approve the minutes from November 16, 2012 and December 21, 2012. Matt Hart seconded the motion. Toni Moran abstained. The motion passed.

**3. Relocation Claim Review**

Phil Michalowski, the Partnership's relocation consultant from Milone & MacBroom, joined the Committee by phone to discuss the relocation claims from Subway, Travel Planners, and Husky Pizza. He reviewed the eligible moving expenses and eligible fit-out expenses (that which are re-establishment expenses).

Mr. Lodewick left the meeting.

Mr. Simpson made a motion to approve a relocation claim for \$54,285.55 for Subway. Phil Barry seconded the motion. The motion was approved with Tom Callahan voting nay and abstentions from Ms. Moran and Dave Pepin.

Mr. Barry made a motion to approve a relocation claim for \$17,084.44 for Travel Planners. Mark Hammond seconded the motion. The motion was approved with an abstention by Ms. Moran.

Mr. Barry made a motion to approve a final relocation claim for \$36,803.04 for Husky Pizza. Frank Vasington seconded the motion. The motion was approved with an abstention by Ms. Moran.

Mr. Michalowski updated the Committee on the other forthcoming relocation claims. There are only two businesses left that will be applying for relocation benefits. The relocation costs are still under budget.

Howard Kaufman and Macon Toledano joined the meeting.

Mike Kirk 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. Mr. Callahan seconded the motion. The motion was approved. The Committee was joined by Howard Kaufman and Macon Toledano of LeylandAlliance.

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

Present: Mr. Barry, Mr. Birkenruth, Mr. Callahan, Mr. Hammond, Mr. Hart, Mr. Kirk, Ms. Moran, Mr. Simpson, Mr. Vasington

Also Present: Ms. van Zelm, Mr. Kaufman, Mr. Toledano

The Board reconvened in regular Session. Mr. Kaufman, Mr. Kirk, Mr. Pepin, Mr. Toledano and Mr. Hart left the meeting.

**5. Continued Review of Partnership DRAFT FY2013/2014 Budget**

The Committee will continue discussion of the DRAFT FY2013/2014 Budget at the February meeting.

**6. Review of December 31, 2012 Financials**

Ms. van Zelm said she will place the December 31, 2012 financials in the Board packet for February. She said there was nothing noteworthy in the financials to report.

**7. Adjourn**

The meeting adjourned at 5:05 pm.

*Minutes taken by Cynthia van Zelm*

*T:\\_Common Work\Downtown*

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**MANSFIELD DOWNTOWN PARTNERSHIP  
BOARD OF DIRECTORS  
Thursday, January 3, 2013  
Mansfield Town Hall**

**4:00 PM**

**MINUTES**

Present: Steve Bacon, Harry Birkenruth, Carl D'Oleo-Lundgren (by phone), Matt Hart, George Jones, Michael Kirk, Philip Lodewick, Paul McCarthy, Frank McNabb, Toni Moran, Betsy Paterson, Chris Paulhus, Steve Rogers, Kristin Schwab, Bill Simpson, Ted Yungclas

Staff: Cynthia van Zelm, John Zaccaro

Guests: Howard Kaufman and Macon Toledano from LeylandAlliance

**1. Call to Order**

Board President Philip Lodewick called the meeting to order at 4:07 pm.

**2. Opportunity for Public to Comment**

There was no public comment.

**3. Approval of Minutes of December 6, 2012 and December 12, 2012**

Betsy Paterson made a motion to approve the minutes of December 6, 2012 and December 12, 2012. George Jones seconded the motion. The motion was approved.

**4. Executive Director Report**

Cynthia van Zelm said the Flower Pot, Mooyah Burgers & Fries, and Dog Lane Café had opened since the last Board meeting. One more space is available in 9 Dog Lane. She said the street lights are lit on both Dog Lane and Storrs Road, and trash/recycling containers and benches have been placed on the sidewalks. She said the town triangle is starting to take shape as an interim measure until the square gets built this fall.

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Ms. van Zelm said a monthly meeting with the Storrs Center tenants will be held on January 15.

She said that Partnership Communications and Special Projects Manager Kathleen Paterson is working on Winter Fun Weekend that will start on February 1.

Matt Hart asked Ms. van Zelm to update the Board on her work on Storrs Center operations and parking during her report next month.

**5. Appointment of Committee Member**

Frank McNabb made a motion to appoint Carl D'Oleo-Lundgren to the Membership Development Committee. Ted Yungclas seconded the motion. The motion was approved.

**6. Update on Process for Conflict of Interest Disclosure**

John Zaccaro said he had spoken to Town attorney Dennis O'Brien and he confirmed that the Town's Code of Ethics does not apply to employees of the University of Connecticut who have been appointed to the Board for the express purpose of representing the University. He will provide information on this in writing for the next Board meeting.

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

Mr. Hart said the DRAFT Environmental Impact Evaluation (EIE) was released on November 6, 2012. The EIE is recommending review of three potential interconnections to provide water to the area. The public comment period has been extended to the end of January. A final EIE document is expected in late winter/early spring. If one of the interconnection options are chosen, it will take from 36 months to 50 months until construction.

**8. Report from Committees**

Advertising and Promotion

Kristin Schwab said the Committee has not met since the last Board meeting.

Business Development and Retention

Steve Rogers said the Committee has not met since the last Board meeting.

### Executive Committee

Steve Bacon said the Executive Committee met in Executive Session.

### Finance and Administration

Harry Birkenruth said the Finance and Administration Committee met on December 21, 2012. It will continue to review a submitted relocation claim. He said the Partnership relocation consultant Phil Michalowski hopes to have all the relocation claims submitted very soon and they will be under budget.

Mr. Birkenruth said the Committee also reviewed the Partnership's draft 2013-2014 budget.

### Membership Development

Frank McNabb said the Committee will have a presence at the UConn basketball games against Duke and Georgetown at Gampel.

### Planning and Design

Mr. Bacon said the Committee had not met since the last Board meeting.

Mr. Bacon 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. Chris Paulhus seconded the motion. The motion was approved.

## **9. 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. D'Oleo-Lundgren (by phone), Mr. Hart, Mr. Jones, Mr. Kirk, Mr. Lodewick, Mr. McCarthy, Mr. McNabb, Ms. Moran, Ms. Paterson, Mr. Paulhus, Mr. Rogers, Ms. Schwab, Mr. Simpson, Mr. Yungclas

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

The Board reconvened in regular Session.

## **10. Adjourn**

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Mr. Paulhus made a motion to adjourn. Mike Kirk seconded the motion.  
The motion was approved.

*Minutes taken by Cynthia van Zelm.*

**Mansfield Advisory Committee  
on the Needs of Persons with Disabilities  
Tuesday December 18, 2012**

**Attendance:** Fred Goetz (chair), Cristine Colon-Semenza, Jennifer Tanner, Gloria Bent, Donna Korbell, UCONN; Kevin Grunwald, staff  
**Regrets:** Kathy Easley, staff

The meeting was called to order at 2:35 p.m. by committee chair, Fred Goetz.

The minutes for November 27, 2012 were corrected to read, "By consensus the committee agreed to ask K. Grunwald to draft a letter to the Town Council asking about their plans for moving this project forward." (South Eagleville Sidewalk)

**New Business:**

Letter to Town Council re: Walkway

The Town Council meeting of 12/10/2012 was discussed in regard to concern expressed by some Town Council members about the committee's letter asking for clarification of the status of the South Eagleville Sidewalk. The committee affirmed it's practice of decision making by consensus, having all committee correspondence signed by the chair, and circulating drafts of agreed upon correspondence for approval via email between meetings for timely distribution.

Additionally the committee agreed to continue to monitor ongoing committee concerns under agenda item

“previously identified accessibility concerns” or  
“accessibility issues previously identified.

UN Treaty on the Rights of Persons with Disabilities  
After discussion the committee agreed that G. Bent would draft a letter to Sens. Blumenthal and Lieberman expressing MACNPD’s disappointment in the Senate’s inability to bring ratification of the UN Treaty on the Rights of Persons with Disabilities to the floor for a vote. The draft will be circulated electronically for committee member input.

### **Old Business:**

Accessibility issues previously identified

1. J. Tanner updated the committee on her contact with the Office of Disabilities at ECSU, who were grateful for the contact and contacted ECSU Facilities. An accessible facility has been added at the athletic fields.

#### 2. Curb cuts

As requested at the November meeting, K. Grunwald has emailed L. Hultgren regarding the curb cuts. There has been no response yet. K. Grunwald will be attending the Transportation advisory committee meeting on Thursday, 12/20.

Committee members noted that it is not clear yet where curb cuts and/or crosswalks will be in Route 195 in the downtown area. The committee agreed that K. Grunwald will check on the plans to be sure curb cuts are included

### Transportation Advisory Committee

The committee reviewed the pre-meeting packet for TAC, which meets Thursday, 12/20. TAC will be considering sidewalk construction priorities and the

addition of a shelter at the bus stop at the community center.

#### Review of PZC referrals

##### Whispering Glen

The committee's letter to the developers of Whispering Glen was returned, marked "addressee unknown." A building department staff member will send the letter via email and clarify the address.

##### High Ropes Course/Meeting with Lynn Stoddard

The committee has received communication from Lynn Stoddard that she is interested in meeting to hear committee ideas about accessibility and the proposed high ropes course. The committee asked K. Grunwald to determine possible dates for a Friday meeting between Ms. Stoddard and available committee members.

The meeting adjourned at 3:24 p.m.

Next meeting January 22, 2013.

Respectfully submitted,

Gloria Bent, recording secretary

**Mansfield Board of Education Meeting**  
**February 7, 2013**  
**Minutes**

**Attendees:** Mark LaPlaca, Chair, Martha Kelly, Secretary, April Holinko, Holly Matthews, Katherine Paulhus, Jay Rueckl, Carrie Silver-Bernstein, Randy Walikonis, Superintendent Fred Baruzzi, Board Clerk, Celeste Griffin

**Absent:** Shamim Patwa

The meeting was called to order at 7:30pm by Mr. LaPlaca.

**SPECIAL PRESENTATION:** Vinton third graders demonstrated the various activities on the trestle tree.

**HEARING FOR VISITORS:** None.

**COMMUNICATIONS:** Letter from CREC voiding invoice for two preschool children at CREC magnet schools. Letter from Holly Matthews announcing her resignation from the Board of Education effective February 21, 2013.

**ADDITIONS TO THE PRESENT AGENDA:** None

**Vinton PTA:** Allison Altieri and Lisa Drzewiecki, reported on activities the group participates in to support Vinton School programs. They asked for support in replacing the Vinton playscape.

**COMMITTEE REPORTS:** Policy Committee will follow the Superintendent's Report.

Ms. Patwa arrived at 8:09pm

**REPORT OF THE SUPERINTENDENT:**

- Charles H. Barrows STEM Academy Site Visit: Mr. Baruzzi and other Board members reported on their visit to the school.
- Meeting with Town Council: Mr. Baruzzi reported a date had not been determined for the meeting requested by the Town Council.
- Southeast Principal Search Tentative Schedule: Mr. Baruzzi shared the schedule for the search.
- Enhancing Student Achievement: Four new projects were reviewed and will be implemented at the schools in support of this activity.
- Class Size/Enrollment: The principals reported no major change in class size or enrollment.
- Governor Malloy's Budget Proposal: Mr. Baruzzi and Mrs. Trahan reviewed the Governor's proposal and its potential impact on Mansfield.
- 2013-2014 Proposed Budget – District Management, Support Services, Special Education, Other: Mr. Baruzzi, Dr. Leclerc, and Mrs. Trahan reviewed the budget and answered Board members' questions.

**POLICY COMMITTEE:** Ms. Patwa reviewed the Policy Committee's recommendation for the 2013-2014 School Calendar. The Board will review for action at February 21, 2013 meeting.

**NEW BUSINESS:** None

**CONSENT AGENDA:** MOTION by Mr. Walikonis, seconded by Mrs. Paulhus, to approve the following item for the Board of Education February 7, 2013 meeting. VOTE: Unanimous in favor with Ms. Matthews abstaining. That the Mansfield Public Schools Board of Education approves the minutes of the January 31, 2013 Board meeting.

**HEARING FOR VISITORS:** Pat Suprenant, 441 Gurleyville Road expressed her concern with using reserve funds to support the budget.

**SUGGESTIONS FOR FUTURE AGENDA:** None.

Mr. Walikonis reported that the NBC Today show had a segment with Author Mike Lupica who mentioned his visit to Mansfield Middle School.

Mr. LaPlaca reported that Mansfield Middle School's Girls Basketball Team won the League Championship

MOTION by Mrs. Paulhus, seconded by Ms. Patwa, to adjourn at 10:10pm. VOTE: Unanimous in favor.

Respectfully submitted,  
Celeste Griffin, Board Clerk

**Mansfield Advisory Committee  
on the Needs of Persons with Disabilities  
Tuesday January 22, 2013**

**Attendance:** Gloria Bent, Fred Goetz, Cristina Colon-Semenza, Donna Korbel (UCONN), Kathy Easley (staff), Kevin Grunwald (staff)

**Regrets:** Jennifer Tanner

Chairman, Fred Goetz called the meeting to order at 2:35 p.m.,.

**Approval of the Minutes**

After review the minutes of December 18, 2012 were approved as written.

**New Business** (other added by majority vote)

1. Mansfield Tomorrow

K. Grunwald shared a draft brochure for Mansfield Tomorrow. HUD grant money received by the town will be used to work on the town plan for conservation and development, which has to be updated every 10 years.

Volunteers are needed for the Mansfield Tomorrow Advisory Committee. There will be other opportunities for resident participation as well (such as focus groups and online questionnaires).

A public information session to introduce the process will take place at Buchanan Auditorium on Wednesday, Jan 30<sup>th</sup> at 7 p.m.

The committee agreed that the focus on land use, housing, and transportation would be of interest to MACPD. If anyone on MACPD is interested in serving on

the Mansfield Tomorrow advisory committee they should contact Linda Painter.

2. Other (addition agreed to by consensus of the committee) Acquiring greater awareness of ADA by MACPD

C. Colon-Semenza suggested the committee engage in a planned program of study of The Americans with Disabilities Act. Following discussion the committee agreed to engage in a course of study. Donna Korbel (UCONN office of Students with Disabilities) will lead some of the study.

### Old Business

1. Letter to Town Council re: Walkway

G. Bent shared Council reaction at the 1/15/2013 meeting to a letter she had written in response to the 12/10/2012 council meeting and comments made at that meeting concerning MACPD's letter asking about the status of the South Eagleville sidewalk. She noted that a recent article in The Willimantic Chronicle announced a council decision to delay action on the sidewalk while Mansfield Tomorrow is underway. The article indicated the time frame for action on the sidewalk would likely expire during this planning process.

2. Transportation Advisory Committee Meeting

K. Grunwald reported on the Transportation Advisory committee meeting where the South Eagleville sidewalk was discussed. TAC does believe the sidewalk is needed.

3. UN Treaty on the Rights of those with Disabilities

The committee agreed to table this discussion until next meeting.

#### 4. Accessibility issues previously identified

##### Curb cuts

K. Grunwald reported that he had received a response to the committee's inquiry about curb cuts. They are not a Transportation Advisory Committee issue but a Traffic Authority issue. The MACPD curb cut inquiry will now go the Traffic Authority.

#### 5. Membership

K Easley asked if an appointment to this committee of a high school student would be appropriate. The committee agreed it would bring a welcome new perspective. Donna Korbelt will look at participants in UCONN's student leadership conference for possible candidates.

#### 6. Review of PZC referrals/Meeting with Lynn Stoddard

The High Ropes course has been approved by PZC with some modifications. The committee agreed MACPD is still interested in meeting with Ms. Stoddard. K. Grunwald will advise the committee members when a Friday meeting has been arranged.

Adjournment: the meeting adjourned at 3:30 p.m.

Next meeting - 2/19/2013 @ 2:30

Respectfully submitted,  
Gloria Bent, Recording Secretary

# APPROVED

## Commission on Aging

### Minutes of the January 14, 2013 Meeting

MEMBERS PRESENT: Sam Gordon (2014), April Holinko (2014), Bev Korba (2014), Don Nolan (2014), Joan Terry, (2013)

COMMUNITY REPRESENTATIVES: Marilyn Gerling (Glen Ridge), Emil Poirier (Jensen's), Martina Wharton (Juniper Hill)

ABSENT: Will Bigl (2012), Laurie McMorrow (2014)

STAFF: Kevin Grunwald (Dir. of Human Services)

GUESTS: Lida Bilokur, Betty Jane Karnes, Steve Kegler, Vera Ward, Jeanne Haas, Jan Scottron, Linda Savage

Minutes: The minutes of the December 2012 meeting were approved as amended.

Correspondence – Kevin said that the letter from this Commission regarding the hiring of a senior service worker will be in the Council packet for their meeting this evening.

Wellness Center – Kevin reported that Beth Hudson Hankins is now working as the senior service worker on a part-time temporary basis. Her hours are Tuesday and Thursday from 10:00 a.m. until 2:00 p.m. In addition, both Kevin and Kathy Ann Easley are available as needed. Kevin is helping to facilitate the caregiver support group as well.

Senior Center – Kevin distributed copies of the Senior Center report in Cindy's absence. There was no report from the Senior Center Association.

Community Information – April contacted the Wrights Way Commissioners to ask if they have a suggestion for a representative to attend our meeting. Bev Korba said she went to visit a resident at Wrights Way but the individual did not feel she could serve as a representative at this time.

Martina said Juniper Hill is having a program from the VNA on de-cluttering our lives. Emile told us that things are going well at Jensen's and reported that the Grand Union grocery store is missed by their residents. Marilyn Gerling reported that Glen Ridge continues to hold a number of community-building events. Betty Jane said that the Storrs Congregational Church has made a donation to the Human Services emergency fund.

New Business – April introduced several persons who are interested in serving on the Commission on Aging: Steve Kegler, Vera Ward and Jeanne Haas. Each of these individuals spoke briefly to tell us why they are interested in joining the Commission. Jeanne refused further consideration because our meeting time is not convenient for her. In addition, Lida Bilokur and Betty Jane Karnes had spoken to the Commission of their interest at our last meeting. April said the Commission would vote during Old Business.

Kevin asked for volunteers to review the fund requests for non-profit agencies. Bev, Joan and Sam each volunteered to do one.

Downtown Update – Joan Terry said an appointment has been set up with Cynthia van Zelm to discuss senior friendly aspects for the new downtown. She read the list of things to be discussed. Kevin suggested that we add transportation to the list of discussion topics. We also discussed briefly the need to make the post offices accessible.

Old Business - April suggested that those candidates present leave the room while the Commission voted on which individuals they would recommend to the Council's Committee on Committees. Two persons were chosen, one from each political party, and April will forward their names.

Transportation Issue – In response to our letter to the Transportation Committee requesting that they consider a bus shelter at the Community Center bus stop, we were told that there are no funds available at this time.

Triad – Emile reported for Will that the senior police academy plans are moving ahead.

Opportunity for the Public to Address the Commission – There were no comments.

Respectfully submitted, Joan Terry, secretary

**Next Meeting: February 11**

**Goals for the  
Commission on Aging  
2012-2013**

1. Monitor Mansfield's Long-Range Plan for seniors with a continued focus on priority issues of senior safety, information dissemination, senior center space needs and health care needs including changing federal benefit programs.
2. Continue to advocate for the installation of a bus shelter at the Route 275/Community Center bus stop.
3. Advocate for improvements to the local transportation system.
4. Encourage the Downtown Partnership to make the new Storrs downtown senior friendly.
5. Provide information regarding tax relief available to residents.
6. Monitor the development of an independent living/assisted living facility in Mansfield.
7. Support the hiring of a Senior Services Social Worker.
8. Support the implementation of the FoodShare program.

Town of Mansfield  
CONSERVATION COMMISSION  
Meeting of 16 January 2013  
Conference B, Audrey P. Beck Building  
MINUTES

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

1. The meeting was **called to order** at 7:35p by Chair Quentin Kessel, in the absence of a quorum but with hope that one might yet materialize {it did not}.
2. Approval of the **draft minutes** of the December meeting was deferred to a time when a quorum could be assembled.
3. **IWA referral (W1510, Sauve Subdivision, 29 N. Windham Rd).** The developer proposes to subdivide an 11-acre parcel off N. windham Rd. into 3 lots, to be accessed by a common driveway. The designated open space on the pre-application plan for this "Open Space Subdivision" {discussed by the Commission at its September meeting, item 4d of 09/19/12 minutes} has disappeared, replaced by agricultural easements, a change apparently encouraged by comments on the pre-application plan from the Open Space Preservation Committee. Lehmann expressed surprise at that committee's preference for an agricultural easement on private land over public open space, welcome as this might be to the developer. Kessel noted that private agricultural land affords the public views of (if not access to) open space and that residents of this subdivision would have access to a great deal of public open space in adjacent Mansfield Hollow State Park. Lehmann also wondered whether wetlands would be adequately protected under the agricultural easements, since state statutes exempt farming operations from certain regulations protecting inland wetlands. It is not clear whether enforceable wetlands protections can be written into agricultural easements. Lacking a quorum, the Commission took no action.
4. **Reports.**
  - a. **Mansfield Tomorrow.** Painter distributed a "Town Council Update" dated 01/14/13 describing the Mansfield Tomorrow planning process. A "Community Kick-Off Meeting" to explain the project to townspeople and invite their participation will be held at 7:00p on 01/30/13 at the Buchanan Center. A "Forum on Growing Farms in Mansfield" for invited participants will take place from 8:30a to 2:00p on 02/02/13 at the Buchanan Center. A "Visioning Workshop" open to everyone is planned for 03/09/13. An "Advisory Group t to serve as a sounding board for the consultant team and staff and assist with community outreach during the development of the new Plan of Conservation and Development" is being formed. Kessel asked Painter to be included in this group; should he be appointed, Facchinetti agreed to serve as his alternate. Focus groups responsible for developing strategies on Housing, Agriculture, and Economic Development have yet to be formed {among these issues of concern, Conservation is conspicuous only by its absence}.
  - b. **Water Source Study.** Painter reported that another public meeting to solicit comments on the draft EIE will be held in Farmington later in January and that the comment period has been extended to the end of the month.
  - c. **Eagleville Brook Impervious Surface TMDL Project.** Painter reported that an informal committee of Town staff has been assembled to follow this project. It may try to

arrange a tour to see what the University has done to reduce or slow storm-water runoff (rain gardens, pervious pavement, etc.), which Commission members would be invited to join.

**d. CL&P Interstate Reliability Project.** Painter reported that the Connecticut Siting Council has approved a second 345kV transmission line in CL&P's right-of-way through NE Connecticut, rejecting all but one of the mitigation measures suggested by the Town – even those to which CL&P had no objection – on grounds of cost. The one exception was rerouting the Hawthorne Lane section, which may happen if all the paperwork can be completed soon enough.

**e. Open Space Acquisitions.** Kessel reported that the Town has (or soon will) close on the purchase of two interior parcels, adjacent (resp.) to Dunhamtown Forest and Wolf Rock. {See minutes of 11/14/12, item 7.}

**f. UConn Agronomy Farm.** Facchinetti reported that UConn has identified 4 of the 33 experimental chemicals being tested in its turf management study at the Agronomy Farm, and has initiated a Freedom of Information process to determine what else it may disclose, given confidentiality agreements with those paying for the study.

5. **Adjourned** at 8:22p. Next meeting: 7:30p, Wednesday, 20 February 2013.

Scott Lehmann, Secretary, 17 January 2013; approved 20 February 2013.

**MANSFIELD DOWNTOWN PARTNERSHIP  
PLANNING AND DESIGN COMMITTEE  
Town Hall – Conference Room B**

**Tuesday, November 20, 2012**

**MINUTES**

Members: Steve Bacon, Paul Aho, Laurie Best (by Skype), Karla Fox, Chris Kueffner, Frank McNabb, Peter Millman, Betsy Paterson, Karin Randolph

Staff: Cynthia van Zelm

Guests: Sam Gardner with Gregg Wies & Gardner, and Andy Graves with BL Companies

**1. Call to Order**

Steve Bacon called the meeting to order at 5:00 pm. He introduced new Committee member Paul Aho and Committee members introduced themselves.

**2. Public Comment**

There was no public comment.

**3. Approval of Minutes from September 24, 2012**

Betsy Paterson made a motion to approve the September 24, 2012 minutes. Frank McNabb seconded the motion. The motion was approved.

**4. Final Review of Storrs Center Sustainability Guidelines and Phases 1A and 1B; and with the Intermodal Transportation Center**

Mr. Bacon re-introduced Mr. Gardner and Mr. Graves who have both been before the Committee in the past. Mr. Bacon said the goal is to try and finish up the Sustainability Guidelines checklist for Phases 1A and 1B, and with intermodal transportation center.

Mr. Gardner referred to the January 17, 2012 Planning and Design Committee meeting with respect to some open items for the intermodal transportation center.

Mr. Gardner said there was a question about whether the roof membrane could be recycled. Mr. Gardner said the roof material will be vinyl and it does meet some LEED characteristics including heat island effect. He said it would be the responsibility of the owner to recycle the roof materials once a roof needs to be replaced. The hope is that this would only happen when a building comes down. Mr. Gardner left some literature on the recycling of roof material. Mr. Graves confirmed one would not typically find a recycled roof.

Mr. Gardner said all lights inside the intermodal transportation center will be LED or fluorescent.

As follow-up to a question in January about radon, Mr. Graves said some of the buildings that were demolished were checked and the buildings on the north side of Dog Lane had higher readings than on the south side of Dog Lane (which were lower than EPA standards). He said that BL did a gravel base and a pipe system in Phase 1A. This was not done under TS-2 or the parking garage as extra ventilation was not needed. Mr. Graves said that he had spoken to Lou Marquet at Leyland about doing a radon test. Cynthia van Zelm will follow-up.

Mr. Gardner said there is a vapor barrier in the intermodal transportation center.

With respect to construction waste management, Mr. Graves said that Willimantic Waste is doing a good job with recycling some of the construction material.

Mr. Graves said that the checklists cannot be finalized until Phase 1B is complete. Both Mr. Graves and Mr. Gardner can bring back signed checklists after the buildings are completed.

Mr. Graves said the Sustainability Guidelines require that at least 75 percent of the waste to go to landfills. He said the percentage is at 86 percent. Mr. Graves said the target for recycled content of materials is 10 percent; the project is currently at 16.1 percent.

Mr. Graves said one of the most difficult guidelines to meet is the percentage of materials to come within 500 miles of Mansfield. He said there is not a lot of extracting of materials that goes on in this region.

Mr. Graves said he is still waiting to hear from EdR on what cleaning products are being used.

He will provide cut sheets on the paints and carpeting.

Mr. Graves said there are carbon monoxide units in each apartment.

Frank McNabb asked if there would be basements in Phase 1C. Mr. Graves said that basements are not cost effective. Mr. Graves said some of the apartments in Phase 1C will include dining rooms.

The final sign-off from Mr. Graves and Mr. Gardner will be once the Phase 1B building and the intermodal transportation center are complete.

## **5. Topics for Next Meeting**

If timely, the Leyland team will update the Committee on Phase 1C at its December meeting.

## **6. Adjourn**

The meeting adjourned at 6:20 pm.

*Minutes prepared by Cynthia van Zelm*

# APPROVED

## Human Services Advisory Committee Minutes of October 17, 2012 Meeting

**Present:** Ethel Mantzaris (YSB), chair; Ron Baker (Member At Large); Dexter Eddy (Housing Authority); Lorraine Kenowski (Member At Large); Bev Korba (Senior Center); Victoria Nimirowski (WAIM); Joan Terry (Comm. on Aging)

**Absent:** Sara Anderson (Advocates for Children)

**Staff:** Kevin Grunwald, Dept. Head

The minutes for the September 19, 2012 meeting were approved as written.

**Highlights** – Kevin reported the following activity for the department.

Kathy Ann Easley is finishing up the work on the tax rebate program, beginning work on the holiday programs and filling in four hours per week at the Senior Center. Both Kathy Ann and Kevin are available at the Senior Center as needed.

The Youth Service Bureau has been received a grant by that will be used to fund the Cope Group.

A flu clinic at the Senior Center was sparsely attended. The staff is now working to coordinate a Veterans Day celebration for all vets in Mansfield to be held at the Community Center.

An ad for the Senior Social Worker position has produced few applicants. The need for a clinical social worker was discussed. One suggestions was the possibility of contracting for these services as needed.

The Foodshare program is progressing well. Volunteers served about 80 individuals at the second Thursday program.

A letter has been sent to prospective clients who may want to participate in the holiday programs for Thanksgiving and/or Christmas. Last year about 120 families were served by these programs.

**Annual Report** – The annual report, written by Kevin, was approved by consensus and will be submitted for publication.

**Transportation** – The Transportation Advisory Committee will meet on October 18<sup>th</sup> at 7:30 on Room B at the Municipal Building. We were encouraged to attend the meeting.

Respectfully submitted,  
Joan Terry

**Next Meeting**  
**November 28<sup>th</sup>, at 2:00 p.m.**  
**This is a change in date due to**  
**the Thanksgiving holiday.**

## HUMAN SERVICES ADVISORY COMMITTEE

FEBRUARY 15, 2012

**PRESENT:** Victoria Nimirowski (WAIM, acting Chair; Jane Blanshard (Disabilities), secretary; Sara Anderson (Advocates for Children); Ron Baker (First Baptist Church), at large; Kevin Grunwald (ex officio); Lorraine Kenowski, at large; Bev Korba (Senior Center); Joan Terry (Commission on Aging).

**ABSENT:** Dexter Eddy (Housing Authority); Ethel Mantzaris (YSB), Chair.

Meeting called to order at 2:04 p.m.

Minutes, corrected, approved.

How to deal with agencies' requests for funds. As Kevin pointed out, we dealt with two such requests at our last meeting. At Joan's suggestion, we agreed to parcel out the requests before us today and get back to Kevin on line in time for the deadline, which is February 29, well before our next meeting. The following agencies were spoken for: Ron, WAIM; Lorraine, United Services; Joan, No Freeze; Bev, Crisis Center; Jane, Legal Services; Sara, WRCC. One task is to assess the number of Mansfield residents using the service. All of the requests are from agencies to which we have donated in the past.

Kevin said that United Services had been using census figures that include UConn and in the past the prison as well. They are asking for a very large increase.

Victoria explained that WAIM is serving many more clients, but their request doesn't reflect all the increases in expenses, such as gas and salaries. They have not given raises.

Kevin provided the town's criteria for funding. Joan pointed out that we can make a phone call to the person who wrote the request if we have questions about it.

Victoria says it is very hard to get money from other towns. Mansfield has been very generous. Kevin says we need to ask what the proportionate shares are, because some of these agencies provide services throughout the region, and it is not realistic to expect one or two towns to fund it all.

Joan says she thinks the reason so many agencies apply to Mansfield is because we make the process much simpler than do some of the smaller towns.

Quarterly report. Victoria asked for figures to compare it with the same period last year. Kevin said that is difficult because some things are seasonal. He does not have

a comparative spread sheet. Victoria said that undoubtedly more is being done this year and it would be good to show that by making the comparison.

Joan said that we need to produce more copies at a time of something like the recent reissue of *At Your Fingertips*.

Senior Center Membership. The number of seniors who join the center has gone up; the number of people using the center is stable. Joan pointed out that younger seniors—baby boomers, for example—are interested in more activities than we are currently offering. Last year's focus group pointed this out, so we offered the Thursday evening programming last summer, and that was well attended. There is very little down time in the center when the rooms are not all in use. Joan suggested that a Friday group might be able to meet in our community room at Glen Ridge.

Goals. Kevin distributed the goals for the human services department. Each department was asked to develop specific goals and objectives. One is emergency training for staff, including Plan A and Plan B in terms of Red Cross involvement.

Kevin has a student intern working on the bench marking and will be able to report on that next time.

Joan pointed out that the reports don't have figures on numbers of people below the poverty line or children without health insurance. Also disability status was not filled in. Jane said there are a number of kids with disabilities in town, but scattered. Kevin said the number of children in poverty is 14%, which is higher than the state average. Some may be children of graduate students. We have a group of children who probably need more services. The school is probably going to do a summer meals program at the middle school, for kids in summer school and at Camp Mansfield. A Food Share van comes a couple of times a month to specific locations, so transportation is a big problem. They look for concentrations of low-income population, such as Hunting Lodge. They only look at income. They felt that the Housing Authority wasn't close enough to clients, though it is on the bus line.

We will continue to focus on priorities at the next meeting. We need to define what our tasks are. An example would be advocating for a bus shelter, wished for by the Commission on Aging. Looking at health issues, health coverage for seniors would be others. Food security needs of people in Mansfield; transportation is always an underlying issue in the town.

Jane asked how the breakfast program works. Do kids get stigmatized as being poor? Apparently, it's been dealt with in Mansfield by providing a snack time when any child can get a snack. But they need an afternoon snack as well.

Meeting adjourned 3:10 p.m.

Respectfully submitted, Jane Blanshard

# APPROVED

## Human Services Advisory Committee Minutes of October 17, 2012 Meeting

**Present:** Ethel Mantzaris (YSB), chair; Ron Baker (Member At Large); Dexter Eddy (Housing Authority); Lorraine Kenowski (Member At Large); Bev Korba (Senior Center); Victoria Nimirowski (WAIM); Joan Terry (Comm. on Aging)

**Absent:** Sara Anderson (Advocates for Children)

**Staff:** Kevin Grunwald, Dept. Head

The minutes for the September 19, 2012 meeting were approved as written.

**Highlights** – Kevin reported the following activity for the department.

Kathy Ann Easley is finishing up the work on the tax rebate program, beginning work on the holiday programs and filling in four hours per week at the Senior Center. Both Kathy Ann and Kevin are available at the Senior Center as needed.

The Youth Service Bureau has been received a grant by that will be used to fund the Cope Group.

A flu clinic at the Senior Center was sparsely attended. The staff is now working to coordinate a Veterans Day celebration for all vets in Mansfield to be held at the Community Center.

An ad for the Senior Social Worker position has produced few applicants. The need for a clinical social worker was discussed. One suggestions was the possibility of contracting for these services as needed.

The Foodshare program is progressing well. Volunteers served about 80 individuals at the second Thursday program.

A letter has been sent to prospective clients who may want to participate in the holiday programs for Thanksgiving and/or Christmas. Last year about 120 families were served by these programs.

**Annual Report** – The annual report, written by Kevin, was approved by consensus and will be submitted for publication.

**Transportation** – The Transportation Advisory Committee will meet on October 18<sup>th</sup> at 7:30 on Room B at the Municipal Building. We were encouraged to attend the meeting.

Respectfully submitted,  
Joan Terry

**Next Meeting**  
**November 28<sup>th</sup>, at 2:00 p.m.**  
**This is a change in date due to**  
**the Thanksgiving holiday.**

## Human Services Advisory Committee Minutes of January 16, 2013 Meeting

**Present:** Ethel Mantzaris (YSB), chair; Sara Anderson (Advocates for Children); Ron Baker (Member At Large); Dexter Eddy (Housing Authority); Fred Goetz (Advisory Comm. on the Needs of Persons with Disabilities); Bev Korba (Senior Center); Victoria Nimirowski (WAIM); Joan Terry (Comm. on Aging); Kevin Grunwald (Staff)  
**Absent:** Lorraine Kenowski (Member At Large)

The minutes of the December 19, 2012 meeting were approved as submitted.

Bev Korba and Joan Terry told the Committee members that they had a good meeting with Cindy Dainton in an effort to work more closely with the groups we represent. Bev attended the meeting of the Senior Center Association and plans to attend future meetings.

**Highlights** – Kevin reported the following activity for the department.

- Kevin reported that he is working with the Town Manager and others to find what steps can be taken in Mansfield to build community and offer support to parents. We discussed our individual reactions to the horror. Hopefully we can identify things that will be helpful to focus on in Mansfield, i.e. prevention measures.
- Kevin is beginning work on next year's department budget. He will request a part-time staff position in Youth Services.
- Youth Services will begin a grief counseling support group soon.
- Senior Services has received the long-awaited van and volunteer drivers are being recruited.
- The job description for the Senior Services Worker has been referred to the Council Personnel Committee for consideration.
- A grant is being prepared for submission to support the Early Childhood program.
- The Mentorship program at the Middle School is working well.

**Non-Profit Funding Requests** – Nine agencies have submitted requests to the Town of Mansfield for budget support in 2013-2014. All of the Committee members agreed to review at least ~~one~~ request and the results will be submitted at our next meeting.

**Recommendations Regarding this Committee's Future** – We discussed the original proposal from the Town Council regarding the purpose and membership composition of the Committee. Several suggestions were made for minor changes. We will discuss this matter further at our next meeting.

Respectfully submitted,  
Joan Terry, secretary

**Next Meeting**  
**February 20**

**ARTS ADVISORY COMMITTEE**  
Meeting of Tuesday, 08 January 2013  
Mansfield Community Center (MCC) Conference Room

MINUTES

1. The meeting was **called to order** at 7:05p by Tom Bruhn. *Members present:* Tom Bruhn, Anke Finger, Scott Lehmann, David Vaughan. *Members absent:* Kim Bova. *Others present:* Norman Stevens, Jay O'Keefe (staff).
2. The draft **minutes** for the 04 December 2012 meeting were approved as written.
3. **Art for Town Hall.** Before any donations or loans of art for the Town Hall are solicited, the Committee needs to determine whether the Council is interested. A proposal to the Council along the lines suggested by Mr. Stevens would:
  - recommend building a collection of Mansfield-themed works for permanent display at the Town Hall;
  - suggest how the acquisition of such works (whether by donation, loan, or purchase) be controlled;
  - indicate what space in the hallways might be used to advantage for displaying art and roughly how many works could be accommodated in it;
  - say what sort of hanging system and lighting upgrades would be required.Tom will try to arrange a tour of the Town Hall for the Committee with Maria Caprioli. Jay reported that art displayed there could be insured under the Town's policy, but it would need to be appraised.
4. **Mansfield art venues.** The Committee's list of Mansfield entities (businesses, churches, etc.) willing to display art or host performances needs updating. David may be able to work on this in the summer; Jay will send him electronic copies of the old list.
5. **Committee vacancies.** Resignations have left the Committee with two vacancies. Scott indicated his desire not to be re-appointed when his current term ends, having been on the Committee a long time. Anke wondered if someone from the Downtown Partnership could be recruited.
6. **2013 meeting dates.** Tom's suggestion that the Committee not meet in July and August was approved unanimously. In other months, we will meet on the first Tuesday of the month.
7. **MCC exhibit applications.**
  - a. Kim has indicated by e-mail that **Murray Wachman** will be exhibiting paintings in the winter quarter. {**Michael Allison** is willing to exhibit more wooden bowls in the display cases during this period.}
  - b. Tom reported that the **Quiet Corner Photo Club** is not interested in exhibiting again in 2013; perhaps the winter quarter of 2014 would work for them.
  - c. **Lisa Yang** has applied to exhibit color photos. They appear to be appropriate, but it's a little hard to tell, since she supplied only snapshots of groups of displayed prints. Scott will ask her for clearer copies and offer her the summer quarter (01 Jun to 15 Aug) if, as anticipated, they raise no concerns.

Exhibit Period	Entry cases		Sitting room		Hallway	
	Double-sided	Shelves	Upper (5)	Lower (3)	Long (5)	Short (2)
10/15 – 1/14		Festival Art Show winners	<i>Carole Jeffries</i> (oils)		<i>Jim Gabianelli</i> (machine art)	
01/15 – 04/15	<i>Michael Allison?</i> (wooden bowls)		<i>Murray Wachman</i> (oils)			
04/15 – 05/31	<i>Mansfield School Art?</i>					

8. **Art events website.** Jay reported that a listing of local arts events and/or links thereto could be incorporated at little cost into the Committee's page at the Town website. However, this page is not so easy to access and the Committee might want a different (& more costly) 'look'; cf. the Downtown Partnership's page. Jay will try to set up a meeting soon with the Town's IT people to explore options. Anke would like an arts listing page permitting users to access information about what's going on by date, type of event, location, etc. It may not be possible to do this without maintaining a listing of events, a labor-intensive project which nobody on the Committee seems willing to take on.

9. **Adjourned** at 8:12p. Next meeting: 7:00p, Tuesday, 05 February 2013.

Scott Lehmann, Secretary, 10 January 2013; approved 05 March 2013.

**ARTS ADVISORY COMMITTEE**  
 Meeting of Tuesday, 05 February 2013  
 Mansfield Community Center (MCC) Conference Room

MINUTES

1. The meeting was **called to order** at 7:02p by Tom Bruhn. *Members present:* Tom Bruhn, Scott Lehmann. *Members absent:* Kim Bova, Anke Finger, David Vaughan. *Others present:* Jay O'Keefe (staff). The absence of a quorum was noted.
  
2. Consideration of the draft **minutes** of the 08 January 2013 meeting was deferred to a meeting attended by enough members to do business.
  
3. **Art for Town Hall.** Tom has toured the hallways of the Town Hall with Maria Caprioli to see where art works acquired by or loaned to the Town might be hung. He reported that relatively few sections of wall seem suitable for displaying art. Lighting would need to be upgraded only in these areas. Mounting could be from rails installed near the suspended ceiling (as at the MCC), or perhaps on wires secured above and threaded through the ceiling. Tom recommended that the Town be very selective about what donations or loans of art to accept, that it limit the number of works accepted from any one artist, and that it reserve the right to return or otherwise dispose of works after (say) ten years. The Committee could receive applications for donation or loan of art for the Town Hall and make recommendations to the Town Manager. Tom will try to write out some ideas for an art donation policy for the March meeting.
  
4. **Art website update.** Jay, Kim, and Anke have met with the Town's IT people to explore setting up and formatting a local arts page on the Town's website. It is possible to address such a page (e.g., as [www.mansfieldct.gov/arts](http://www.mansfieldct.gov/arts)) so that users don't have to wend their way through menus on the Town's website in order to get there. The kind of page that seems feasible would link to arts information on external websites; neither the IT Department nor the Committee is prepared to maintain a calendar of arts events.
  
5. **Mansfield Library.** The Mansfield Library, having invested in a hanging system, would welcome more exhibits of art there and has asked the Committee to help advertise this opportunity to artists. It also suggests making it easier to apply to exhibit art with an online application form (which could be done, according to the IT people).
  
6. **MCC exhibit applications.** No new applications have been received. Scott reported that **Lisa Yang** has sent files of the photos she proposes to exhibit in the sitting room & hallway in the summer quarter (01 Jun to 15 Aug) and that they look fine. He will forward them to Committee members.

Exhibit Period	Entry cases		Sitting room		Hallway	
	Double-sided	Shelves	Upper (5)	Lower (3)	Long (5)	Short (2)
01/15 – 04/15	<i>Michael Allison</i> (wooden bowls)		<i>Murray Wachman</i> (oils)			
04/15 – 05/31	<i>Mansfield School Art?</i>					
06/01 – 08/15				<i>Lisa Yang?</i> (photos)		

7. **Art display thank-you cards.** Jay suggested that the Committee consider sending artists

who exhibit at the MCC a “thank you for sharing your art with the community” card. A brief message to this effect could be hand-written on a blank MCC card and signed by Committee ~~members at a meeting~~. Scott & Tom agreed that this was a good idea.

**8. NEA Grants.** Jay suggested that the Committee look into National Endowment for the Arts (NEA) grants to “Local Arts Agencies” as a possible funding source for an arts project at the new Storrs Center development. See [arts.gov/grants/apply/index.html](http://arts.gov/grants/apply/index.html)

**9. Adjourned** at 7:38p. Next meeting: 7:00p, Tuesday, 05 March 2013.

Scott Lehmann, Secretary, 14 February 2013; approved 05 March 2013.

**ARTS ADVISORY COMMITTEE**  
 Meeting of Tuesday, 05 June 2012  
 Mansfield Community Center (MCC) Conference Room

MINUTES

1. The meeting was called to order at 7:01p by Kim Bova. *Members present:* Kim Bova, Anke Finger, Scott Lehmann, Blanche Serban. *Members absent:* Tom Bruhn, Joe Tomanelli, David Vaughan. *Others present:* Cynthia Van Zelm (Downtown Partnership), Jay O'Keefe (staff).

2. The draft minutes of the 03 April 2012 meeting were approved as written; the May meeting was cancelled.

3. **Storrs Center Art Gallery.** Howard Kaufman of Leyland Alliance, the developer of Storrs Center, is interested in an art gallery in the new downtown. He has offered a small retail space in the Dog Lane building, contingent on a satisfactory business plan and financing.

Kim, Blanche, & Anke have been working with Christopher Levesque and others on a business plan. The gallery they have in mind would be organized as a non-profit corporation, operated by volunteers – ultimately under the direction of a paid manager. It would host shows of high-quality art, changing monthly. Events such as arts classes, artist receptions, poetry readings, live music, and film screenings could be held in the space, which could also be rented for private parties.

Despite involvement of Committee members, the proposed gallery is not at this point an AAC project, and it is not clear what (if any) support the Town might be able and willing to provide. Ms. Van Zelm will try to arrange a meeting with Curt Vincente and Matt Hart soon. Those working on the business plan also need to find out what rent Leyland Alliance expects for the space it has offered. Blanche believes that it would take at least two years to establish a quality art gallery as a going concern.

4. **MCC Playground.** Blanche's impression is that the committee planning a new playground behind the MCC has its own ideas about the facility and isn't too interested in opening up the design process to outside people, notwithstanding its invitations to artists and others to submit ideas.

5. **Festival on the Green.** This year's Festival on the Green will again be held across the street on blacktop at the E.O. Smith parking lot on September 23 from 12:00 to 5:00p. Artists have been invited to apply to submit entries to the juried art show.

6. **MCC exhibits.**

- a. The **Quiet Corner Photography Club** has hung its exhibit of photos of Joshua's Trust properties.
- b. **Carole Jeffries** has applied to show oils of landscapes, seascapes, and flowers; the sample works depicted in her application look fine. Kim will contact her to offer the sitting room from August 27 to January 14, or the hallways from January 15 to April 14.

Exhibit Period	Entry cases		Sitting room		Hallway	
	Double-sided	Shelves	Upper (5)	Lower (3)	Long (5)	Short (2)
6/1 – 8/17	Quiet Corner Photo Club (Joshua Trust photos)				Quiet Corner Photo Club (Joshua Trust photos)	
8/27 – 10/14	Festival on the Green advertising & Art Show winners			Carole Jeffries? (oils)	DSS Have a Heart? (photos of adoptable kids)	
10/15 – 1/14					Jim Gabianelli (machine art)	

7. **Adjourned** at 8:14p. Next meeting: 7:00p, Tuesday, 10 July 2012.

Scott Lehmann, Secretary, 11 June 2012; approved 05 March 2013.

Chapleauville Rd



Mausfield F. TRUCK @ PRIVATE RESIDENCE  
FOR MORE THAN 1 HR-1430 MIN

PAGE  
BREAK

**TOWN OF MANSFIELD  
PLANNING & ZONING COMMISSION**

Item #13



AUDREY P. BECK BUILDING  
4 SOUTH EAGLEVILLE ROAD  
MANSFIELD, CT 06268-2599  
(860) 429-3330

Memo to: Mansfield Town Council  
Mansfield Traffic Authority  
Property Owners with street frontage on Browns Road  
From: Mansfield Planning and Zoning Commission  
Date: March 5, 2013  
Re: April 15, 2013 Public Hearing  
Re: Designation of a section of Browns Road as a Town Scenic Road, PZC File #1010-9

The Planning and Zoning Commission has received a request to designate the eastern ½ mile of Browns Road as a Mansfield Scenic Road. The subject request has been received from Jonathan Sgro, owner of 57 Browns Road.

The provisions of the Town of Mansfield's Scenic Road Ordinance require the Planning and Zoning Commission to hold a Public Hearing for the purpose of receiving information from the applicant and verbal or written comments from the public concerning the proposed designation of this section of Browns Road as a Town Scenic Road. The Public Hearing is scheduled to take place at 7:15 p.m. on Monday, April 15, 2013, in the Council Chambers of the Audrey P. Beck Municipal Building, 4 South Eagleville Road, Storrs, Connecticut. Any comments regarding this request must be received prior to the close of the Public Hearing. Enclosed please find a Statement of Justification submitted by the applicant.

If you have any questions regarding the applicant's proposal, the provisions of the Town's Scenic Road Ordinance or the Public Hearing process, please call the Mansfield Planning Office, at (860) 429-3330.

Encl.

LEGAL NOTICE

The Mansfield Planning and Zoning Commission will hold a Public Hearing at 7:15 p.m. on Monday, April 15, 2013 in the Council Chambers, A.P. Beck Bldg., 4. S. Eagleville Rd., to hear comments on an application to designate the eastern ½ mile of Browns Road as a Scenic Road pursuant to Mansfield's Scenic Road Ordinance.

At this Hearing interested persons may be heard and written communications received. No information from the applicant or the public shall be received after the close of the Public Hearing. Additional information is available in the Planning Office.

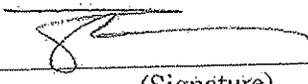
J. Goodwin, Chair  
K. Holt, Secretary

TO BE PUBLISHED Tuesday, April 2 and Wednesday, April 10, 2013

\*\*PLEASE CHARGE TO THE MANSFIELD PZC/IWA ACCOUNT

**APPLICATION FOR SCENIC ROAD DESIGNATION**  
(see Scenic Road Ordinance adopted by Town Council)  
(A separate application is required for each proposed Scenic Road.)

file 1010-9  
date filed 2-25-13

Applicant Jonathan Sgro /  (Signature)  
(please PRINT)

Address 57 Browns Rd. Storrs, CT 06268 Phone 860-420-7279

Other persons who may be directly contacted regarding this application (if any):

Name \_\_\_\_\_ Phone \_\_\_\_\_  
(please PRINT)

Address \_\_\_\_\_

Road (or portion thereof) to be considered for designation as a Scenic Road: Browns Road, starting at intersection of Storrs Road. Extending .48 miles (2530 ft) west.

The following information shall be submitted as part of this application:

- A.  Statement of Justification addressing criteria contained in Sections 2 and 3 of the Mansfield Scenic Road Ordinance. This statement shall also include information documenting that the majority frontage requirement of Section 4 of the Scenic Road Ordinance has been met.
- B.  Applicable portions of the Assessor's aerial maps (available in Town Clerk's Office) depicting the proposed Scenic Road (or portion thereof) and including property lines, as per the Assessor's current records, for lots with frontage on the proposed length of Scenic Road. The names of each current property-owner with frontage on the proposed length of Scenic Road shall be included on these maps.
- C.  A separate listing of the names and addresses of all property-owners (based on the Assessor's current records) who have frontage on the proposed length of Scenic Road, with information on the length of frontage of each abutting property, and including space for each abutting property-owner's signature, to indicate clearly their approval of the proposed length of Scenic Road.  
A Public Hearing to consider a Scenic Road designation shall not be held unless the owners of a majority of the frontage abutting the designated portion of road have indicated by their signatures their approval of the Scenic Road designation. Signatures shall be obtained from all record owners of a subject parcel for the parcel to qualify as part of the majority frontage requirement.
- D.  Photographs of the proposed length of Scenic Road, to help address criteria contained in Secs. 2 and 3 of the Mansfield Scenic Road Ordinance.

The following additional information (if any) is submitted as part of this application: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## APPLICATION FOR SCENIC ROAD DESIGNATION

Browns Road  
February 2013

### Statement of Justification

Regarding the stretch of Browns Road, starting at Storrs Road, following west for ½ mile, to be considered for designation as a Scenic Road:

The road does not have any commercial development nor does it have intensive vehicular traffic. Many minutes can pass during the day where no vehicles travel the road.

The road meets three out of the six recommended criteria (where one is required):

The entire length is heavily wooded with many mature trees. A few stone walls border the road, along with the famous and impressive Leonard Dewing wall which stretches along the majority of this proposed street length. The Dewing wall's main builder was Rand White and was finished in 1884. It has historical significance as it is said to have been built to employ Civil War veterans, as well as to be a walkway to the church.

People routinely walk this length of road to take in the view of the wall or to even walk on the wall itself. The road is also traveled for access to the Mansfield Center Historic area – including access to the General Store, Church, Post Office, Library, and Southeast School. Walking down the hill of Browns Road provides a scenic view of Mansfield Center – including the old brick library building. Bicyclists also frequent this route.

The stone walls help to blend the road into the natural surroundings, which also include the steep hill and a small stream and swamp area. Along the western end of the proposed scenic stretch, the northern border of the road is protected Joshua's Trust forest.

The majority frontage requirement has been met: property owner information and signatures are attached.



APPLICATION FOR SCENIC ROAD DESIGNATION

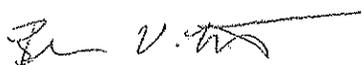
Browns Road  
October 2012

Property Owners with Frontage

29-91-3: 557 Storrs Rd  
FRONTAGE: 98 ft.  
OWNER: MCDONALD ERICKA J and CO-OWNER: MCDONALD MICHAEL J  
MAILING ADDRESS: 557 STORRS RD 06250

29-96-6: 549 Storrs Rd  
FRONTAGE: 200 ft.  
OWNER: FIRST CHURCH OF CHRIST  
MAILING ADDRESS: PO BOX 36 06250

29-96-5: 11 Browns Rd  
FRONTAGE: 182 ft.  
OWNER: MUTCH BRYNDEN V and DANA L  
MAILING ADDRESS: 11 BROWNS RD 06268



28-91-27: 563 Storrs Rd  
FRONTAGE: 1034 ft.  
OWNER: HOLT KATHERINE  
MAILING ADDRESS: PO BOX 163 06250

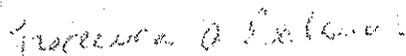


29-96-4: 21 Browns Rd  
FRONTAGE: 352 ft.  
OWNER: DAVIS JACK M  
MAILING ADDRESS: PO BOX 471 06250

29-96-3: 29 Browns Rd  
FRONTAGE: 265 ft.  
OWNER: STANTON JOHN O and MARY L  
MAILING ADDRESS: 29 BROWNS RD 06268



29-96-2: 45 Browns Rd  
FRONTAGE: 265 ft.  
OWNER: BATCHELOR FEDERICA A  
MAILING ADDRESS: 45 BROWNS ROAD 06268



28-91-27-2: 52 Browns Rd  
FRONTAGE: 470 ft.  
OWNER: BARNES PATRICIA L and MORGAN C  
MAILING ADDRESS: 52 BROWNS RD 06268



29-96-1: 57 Browns Rd  
FRONTAGE: 420 ft.  
OWNER: SGRO JONATHAN and GWENDOLYN  
MAILING ADDRESS: 57 BROWNS RD 06268



28-96-16: 71 Browns Rd  
FRONTAGE: 233 ft.  
OWNER: MORAN MICHAEL S and CAROL M  
MAILING ADDRESS: 71 BROWNS ROAD 06268

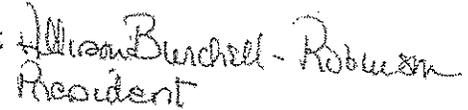
28.91.27-CE & 28.91.27-4  
FRONTAGE: 71 ft.  
OWNER: DRUMLIN STUDIOS I LLC  
MAILING ADDRESS: 11 STORRS HGHTS RD 06268

28-91-27-1: 74 Browns Rd  
FRONTAGE: 264 ft.  
OWNER: SAWTELLE TIMOTHY and NOELLE L  
MAILING ADDRESS: 74 BROWNS RD 06268



28-91-27-3: 76 Browns Rd  
FRONTAGE: 0 ft.  
OWNER: BLANCHARD DANIEL R and JENNIFER L  
MAILING ADDRESS: 76 BROWNS RD 06250

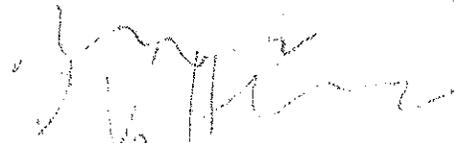
28.91.27-1A  
FRONTAGE: 640 ft.  
OWNER: JOSHUAS TRACT CONSERVATION and HISTORIC TRUST INC  
MAILING ADDRESS: P O BOX 4 06250



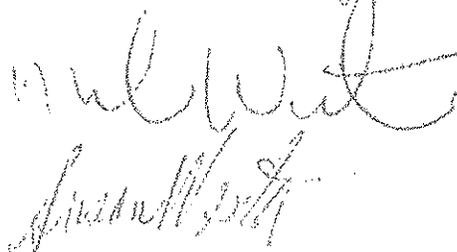
28-96-15: 79 Browns Rd  
FRONTAGE: 291 ft.  
OWNER: HAWKINS JOHN W and KATHLEEN M  
MAILING ADDRESS: P O BOX 101 06250



28-96-15-1: 87 Browns Rd  
FRONTAGE: 139 ft.  
OWNER: WILES BENJAMIN A and CO-OWNER: HERRERA VERONICA M  
MAILING ADDRESS: 87 BROWNS RD 06268



28-96-14: 91 Browns Rd  
FRONTAGE: 202 ft.  
OWNER: WESTA MARK E and SUSAN P  
MAILING ADDRESS: 91 BROWNS RD 06268



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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 #14

To: Town Council  
From: Planning and Zoning Commission  
Date: Tuesday, March 05, 2013  
Re: FY 2013-14 PZC/IWA Operating Budget

At a meeting held on 3/4/13, the Mansfield Planning and Zoning Commission adopted the following motion unanimously:

“to authorize the Chair to submit a letter of support to the Town Council for the proposed FY2013-2014 PZC/IWA Operating Budget (Account 52100).”

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**Testimony in Support of House Bill No. 5533 – An Act Concerning the Municipal  
Employee Retirement System**

Item #15

**Labor & Public Employees Committee – Public Hearing  
February 26, 2013**

**Matthew W. Hart  
Town Manager, Town of Mansfield**

Thank you for the opportunity to testify in support of House Bill No. 5533, an act that would increase the contribution rate for members of the Municipal Employee Retirement System (MERS).

Mansfield's regular employees working 20 or more hours per week and our full-time firefighter/EMT's participate in MERS. Many of our non-certified school employees are also enrolled in MERS.

As you will note on the attached spreadsheet, the employer contribution since the inception of MERS has averaged 7.70% for regular employees and 10.69% for police/fire. On its face, this historical contribution rate may not appear that onerous. However, I have also attached a graph that illustrates the volatility in the employer contribution, particularly over the last 10 years. As noted by CCM, from 2002-12 the employer contribution rate has increased by 392% (3% to 11.76% of payroll) for regular employees and by 444% (3.75% to 16.65% of payroll) for public safety employees. The dollars associated with the increase in the employer share are significant. In FY 2007/08, Mansfield paid \$608,669 into MERS on a payroll of \$8,548,663. In FY 2011/12, the amount the Town paid to MERS increased to \$1,070,049 on a payroll of \$8,718,926. This increase totals \$461,380 or 75% over a four year period in which wages increased by only 2% in aggregate. The past four to five years have been very difficult for all levels of government and the recent increases to the employer contribution to MERS have placed an enormous strain on Mansfield's operating budget. In addition, the challenge to funding MERS has made the Town more reticent to fill employee vacancies and to hire new full-time employees.

You may ask why, given this significant increase in the employer contribution rate, the Town of Mansfield has not moved to leave MERS or create a new plan for new hires. The answer is multifaceted. Notably, under state law a participating municipality can create a successor plan to MERS only if that plan is of equal value to the state plan. Furthermore, the Town must enroll all eligible employees in MERS and there is no ability to create a separate plan for new hires.

HB 5533 would help to resolve the challenge of funding MERS by increasing the employee contribution, which has remained flat at 2.25% of payroll since the inception of the plan. Mansfield is joining its municipal colleagues and CCM in seeking to increase the employee contribution rate for non-social security participants from 5% to 8% over time, and the contribution rate for Social Security participating employees from 2.25% to 5%, also over time. By sharing the burden more equitably between the employer and the employee, MERS would become more sustainable in the future, to the benefit of both taxpayers and municipal employees.

I encourage your support of House Bill No. 5533, and would be happy to answer any questions you may have.

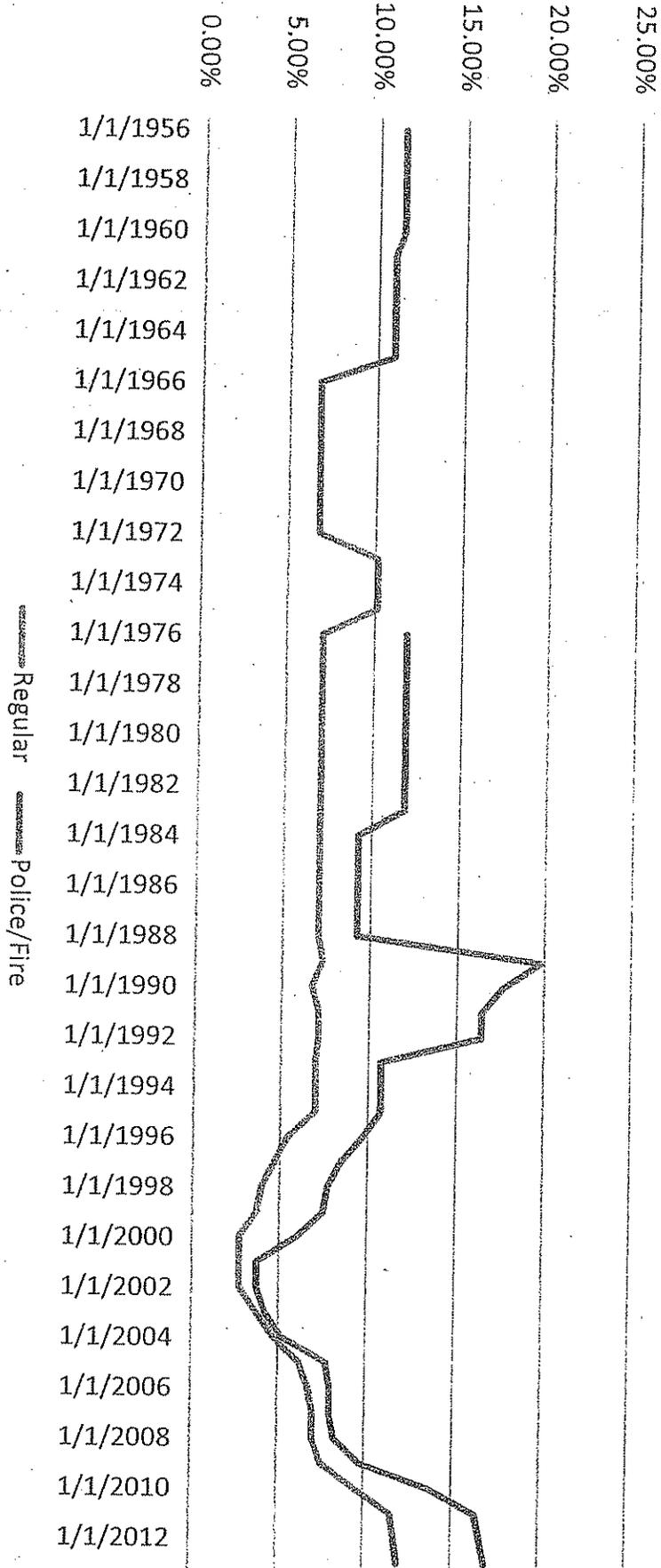
CMERS - Contribution Rates  
 Employees with Social Security

Effective Date	Regular	Police/Fire
7/1/1956	11.50%	
7/1/1957	11.50%	
7/1/1958	11.50%	
7/1/1959	11.50%	
7/1/1960	11.50%	
7/1/1961	11.00%	
7/1/1962	11.00%	
7/1/1963	11.00%	
7/1/1964	11.00%	
7/1/1965	11.00%	
7/1/1966	6.80%	
7/1/1967	6.80%	
7/1/1968	6.80%	
7/1/1969	6.80%	
7/1/1970	6.80%	
7/1/1971	6.80%	
7/1/1972	6.80%	
7/1/1973	10.20%	
7/1/1974	10.20%	
7/1/1975	10.20%	
7/1/1976	7.10%	11.90%
7/1/1977	7.10%	11.90%
7/1/1978	7.10%	11.90%
7/1/1979	7.10%	11.90%
7/1/1980	7.10%	11.90%
7/1/1981	7.10%	11.90%
7/1/1982	7.10%	11.90%
7/1/1983	7.10%	11.90%
7/1/1984	7.07%	9.29%
7/1/1985	7.07%	9.29%
7/1/1986	7.07%	9.29%
7/1/1987	7.07%	9.29%
7/1/1988	7.07%	9.29%
7/1/1989	7.36%	19.83%
7/1/1990	6.74%	17.66%
7/1/1991	7.15%	16.44%
7/1/1992	7.15%	16.44%
7/1/1993	7.00%	10.75%
7/1/1994	7.00%	10.75%
7/1/1995	7.00%	10.75%
7/1/1996	5.50%	9.75%
7/1/1997	4.75%	8.50%
7/1/1998	4.00%	7.75%

CMERS - Contribution Rates  
Employees with Social Security

Effective Date	Regular	Police/Fire
7/1/1999	3.75%	7.50%
7/1/2000	2.75%	6.00%
7/1/2001	2.75%	3.75%
7/1/2002	2.75%	3.75%
7/1/2003	3.75%	4.25%
7/1/2004	4.75%	5.25%
7/1/2005	6.25%	7.75%
7/1/2006	6.75%	8.00%
7/1/2007	7.00%	8.00%
7/1/2008	7.00%	8.25%
7/1/2009	7.50%	9.75%
7/1/2010	9.50%	13.75%
7/1/2011	11.56%	16.37%
7/1/2012	11.79%	16.65%
7/1/2013	11.98%	16.96%
<b>AVERAGE</b>	<b>7.70%</b>	<b>10.69%</b>

# CMERS Contribution Rates



Finance, Revenue and Bonding Committee – Public Hearing  
March 4, 2013

Elizabeth Paterson (Mayor) and Matthew W. Hart (Town Manager)  
Town of Mansfield

We are here today to address our concerns regarding the Governor's Proposed FY 2013/14 Budget and State Aid to municipalities.

Mansfield is home to the University of Connecticut's main campus in Storrs (pop. 26,000; 15,000 year-round). Outside of the university, we are still in many ways a rural community with a limited tax base consisting of residential and some commercial properties. We are building the mixed-use Storrs Center project to serve as our downtown, and this initiative will positively impact our grand list.

Mansfield's FY 2012/13 Operating Budget totals approximately \$45 million. Of that amount, approximately \$30 million is dedicated to education costs and \$15 million is allocated for general government and capital expenditures. With the presence of UConn and the Bergin Correctional Institute, we are very reliant on intergovernmental revenue, receiving approximately \$17.6 million or 39% of our general fund revenues from the state. Our grand list is approximately \$1 billion and the value of state property in Mansfield totals \$1.3 billion. As you will see on the attached spreadsheet, under statute Mansfield should be receiving 45% on the assessed value of UConn property and the actual grant amount is closer to 25% of that figure.

Like many of our municipal colleagues around the state, we are concerned about the Governor's proposed motor vehicle property tax exemption. (We know that clarification is needed to determine whether this exemption applies to the first \$20,000 of any motor vehicle or is limited to vehicles assessed at \$20,000 or less.) Our estimate is that this proposal would be significant for Mansfield, resulting in a revenue loss or a shift to residential and commercial real estate of \$1.8-\$2 million per year.

The second item we wish to address is the Governor's proposal to eliminate the payment-in-lieu-of-taxes (PILOT) for state-owned property and to reallocate that funding under the education cost sharing grant (ECS). Under this proposal, Mansfield's \$7 million PILOT payment would be eliminated and our \$10 million ECS grant would increase to \$17 million.

On paper, it appears as though Mansfield would be held harmless under the Governor's proposed budget, at least for the next two fiscal years. Our chief concern, however, is for the future. Would the state amend the ECS formula to include state-owned property as a primary criterion of the grant? If not, it could become very difficult to justify a \$17 million ECS grant to Mansfield and the town could lose this important funding we receive to offset the impact of state property on our municipal services:

Losing \$7 million in state funding would be devastating to Mansfield and the town would need to increase its tax levy by 25% to make up for this lost revenue. Quite frankly, we don't understand the policy reasons behind the elimination of the PILOT and the reallocation of this funding under ECS. Connecticut led the nation when it introduced the PILOT in 1969. Are we

saying that state property no longer has an impact on the host municipality? That assertion is simply not accurate. While UConn offers many benefits to Mansfield in terms of employment, arts and culture and other university-related amenities, it also has a real impact on our municipal services, including code enforcement, community services, education, public safety and public works. If the purpose of the proposal to reallocate the PILOT under the ECS is to increase funding for education, this will only serve to move money from one side of the house (general government) to another (education). In essence, we would be "robbing Peter to pay Paul."

There is perhaps an unintended consequence of eliminating the PILOT of state-owned property. In any PILOT town, there is some inherent tension between the host community and the state institution. Mansfield and UConn now enjoy a positive working relationship, built over the years through the concerted effort of both parties. However, in Mansfield there is always tension between the community and UConn around the university's plans for growth. The Governor's proposed *Next Generation Connecticut*, which will include the hiring of many new faculty and staff, and the addition of 5,000 new students in Storrs, is a good case in point. While *Next Generation Connecticut* may have many benefits for Mansfield and the region, it will also impact our natural resources, municipal services and quality of life. Right now, our citizens know that Mansfield will receive PILOT funding to help mitigate some of the community impacts associated with UConn's development. If the state eliminates the PILOT on state-owned property it will stimulate more significant concerns regarding the university's plans to develop as a Tier I research institution and erode the town-university relationship that we have worked hard to build over the past many years.

In summary, we ask that you reject the proposed motor vehicle tax exemption as well as the proposal to eliminate the PILOT for state-owned property. If the motor vehicle exemption is approved and if town were to lose the \$7 million in PILOT funding to be reallocated under the ECS grant, Mansfield would need to increase its tax levy by as much as one-third (33%) based on current expenditures and the current grand list (less motor vehicle assessments). That is a burden our taxpayers and residents could not sustain. In our view, these proposals do not represent sound policy, especially in a state that is extremely dependent on the property tax as a revenue source for municipal government.

We appreciate the opportunity to speak with you today and are happy to answer any questions you may have.

TOWN OF MANSFIELD  
PILOT GRANT  
STATE OWNED REAL PROPERTY  
GRANT IN LIEU OF TAXES

October 1 Grand List	1999	2000 *	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010
University of Connecticut	\$ 409,901,190	\$ 390,458,450	\$ 443,020,780	\$ 463,020,780	\$ 483,020,780	\$ 941,613,470	\$ 1,002,219,242	\$ 1,007,933,938	\$ 1,047,181,652	\$ 1,047,417,552	\$ 1,060,861,563	\$ 1,064,605,653
Mansfield Training School												
Northeast Correctional Facility	16,964,460	18,089,770	18,089,770	18,089,770	18,089,770	17,727,976	17,727,976	17,727,976	17,727,976	17,727,976	17,727,976	17,727,976
Eastern CT State University	1,995,090	3,049,340	3,049,340	3,049,340	3,049,340	3,521,560	3,521,560	3,521,560	3,521,560	3,521,560	3,521,560	3,521,560
Other Real Property					1,243,760	2,515,660	2,515,660	2,104,396	2,104,396	2,104,396		
<b>Totals</b>	<b>\$ 428,860,740</b>	<b>\$ 411,597,560</b>	<b>\$ 464,159,890</b>	<b>\$ 484,159,890</b>	<b>\$ 505,403,650</b>	<b>\$ 965,378,666</b>	<b>\$ 1,025,984,438</b>	<b>\$ 1,031,287,870</b>	<b>\$ 1,070,535,584</b>	<b>\$ 1,070,771,484</b>	<b>\$ 1,082,111,099</b>	<b>\$ 1,085,855,189</b>
Fiscal Year	01/02	02/03	03/04	04/05	05/06	06/07	07/08	08/09	09/10	10/11	11/12	12/13 Est.
Calculated PILOT Grant	\$ 5,042,759	\$ 4,880,518	\$ 5,743,979	\$ 6,523,086	\$ 7,034,461	\$ 9,561,593	\$ 10,563,536	\$ 11,077,579	\$ 12,245,857	\$ 12,388,291	\$ 12,991,826	\$ 13,036,777
Actual PILOT Payment	\$ 5,055,929	\$ 4,549,319	\$ 4,797,040	\$ 6,343,657	\$ 7,703,004	\$ 7,620,956	\$ 8,020,784	\$ 8,396,689	\$ 8,055,354	\$ 7,258,648	\$ 7,056,128	\$ 7,047,421
Prior Year Mill Rate	.02613	.02635	.0275	.02994	.03093	0.02201	0.02288	0.02387	0.02542	0.02571	0.02668	0.02668
Reimbursement Rate	45.12%	41.95%	37.58%	43.76%	49.28%	35.87%	34.17%	34.11%	29.60%	26.37%	24.44%	24.33%

Note 1. The Mansfield Training School Facilities have been combined with UConn Depot Campus

Note 2. Full funding equals 45% of taxes receivable

\* Revaluation Year- Mansfield Training School Campus Reduced in Value

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TOWN OF MANSFIELD  
DEPARTMENT OF PUBLIC WORKS

Lon R. Hultgren, P.E., Director

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

Environment Committee  
March 8, 2013

Town of Mansfield  
Testimony In Support of  
Raised Bill 6437

**AN ACT ESTABLISHING A MATTRESS STEWARDSHIP PROGRAM**

Thank you for the opportunity to submit testimony in support of HB 6437. Bill 6437 offers a shared responsibility approach to the end of life management of mattresses, similar to the State's recent electronics and paint stewardship laws. Last year the Mansfield Town Council adopted a resolution in support of the passage of extended producer responsibility legislation for mattresses. The 2012 mattress bill (SB 89) passed the Senate 32 to 4 with 53 co-sponsors but did not get signed into law. This year's bill, HB 6437, has been revised in collaboration with the International Sleep Products Association (ISPA) to create a program acceptable to both industry and stewardship proponents. In addition, Governor Malloy's Modernizing Recycling Work Group has made mattress stewardship legislation a number one priority for the 2013 Session.

The United States Conference of Mayors adopted a mattress producer responsibility resolution in June 2012, recognizing the problem of mattress disposal and the opportunities for job creation from mattress recycling. Although Mansfield is not a large municipality, mattresses pose handling issues for transfer station operators regardless of community size. With two mattress recyclers now located in our state, the Town of Mansfield explored the viability of recycling its mattresses. However, the cost of recycling them was prohibitive in comparison to the current cost of out-of-state landfilling. The passage of HB 6437 will enable Mansfield to recycle its mattresses and support Connecticut's recycling industry, ensuring the reuse of materials that would otherwise be landfilled. The Mattress Stewardship Program will also eliminate the municipal financial burden of disposing mattresses, a significant cost to our urban communities.

We commend you for the language of HB 6437 and support its passage into law.

Virginia Walton  
Mansfield Recycling Coordinator



*Town of Mansfield*

*Resolution Supporting Extended Producer Responsibility for Mattresses*

WHEREAS, providing for the disposal of mattresses is a cost to our municipality; and

WHEREAS, long distance hauling to an Ohio bulky waste landfill by the Town's disposal contractor causes greenhouse gas emissions; and

WHEREAS, mattresses are high volume, cumbersome to handle, expensive to transport, difficult to compact and prone to "float" in landfills; and

WHEREAS, resources are wasted by burying mattresses when the materials could be reused; and

WHEREAS, extended producer responsibility (EPR) places the financial responsibility on manufacturers for the management of their product at the end of its useful life; and

WHEREAS, EPR legislation for electronic waste has saved our municipality thousands of dollars annually to recycle unwanted electronics; and

WHEREAS, beginning in 2013 EPR legislation for paint will save our municipality hazardous waste disposal costs and provide residents with a convenient, local location to drop off leftover paint; and

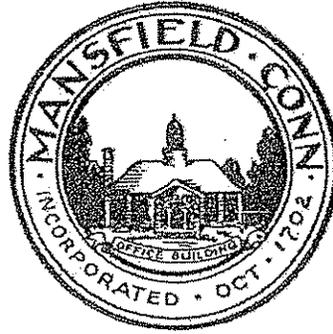
WHEREAS, EPR legislation has created economic opportunity and private sector jobs in Connecticut.

NOW, THEREFORE, BE IT RESOLVED, that the Mansfield Town Council, on behalf of the community, supports the passage of EPR legislation for mattresses that will require manufacturers to finance the disposal and recycling of mattresses.

*IN WITNESS WHEREOF, I have set my hand and caused the seal of the Town of Mansfield to be affixed on this 14th day of February in the year 2012.*

*Elizabeth C. Paterson*

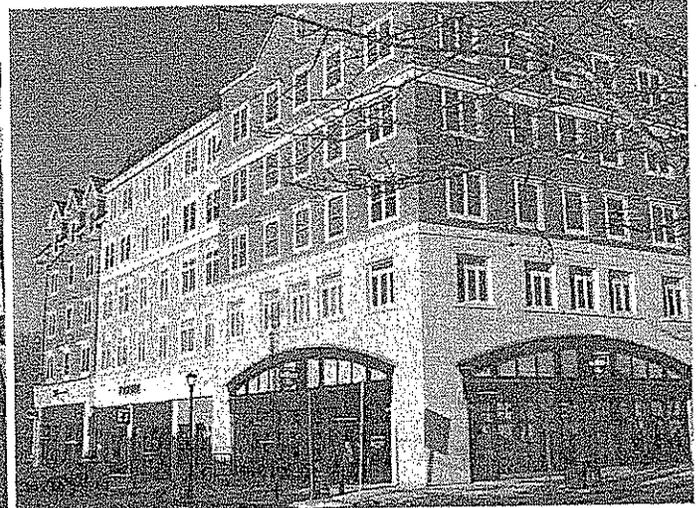
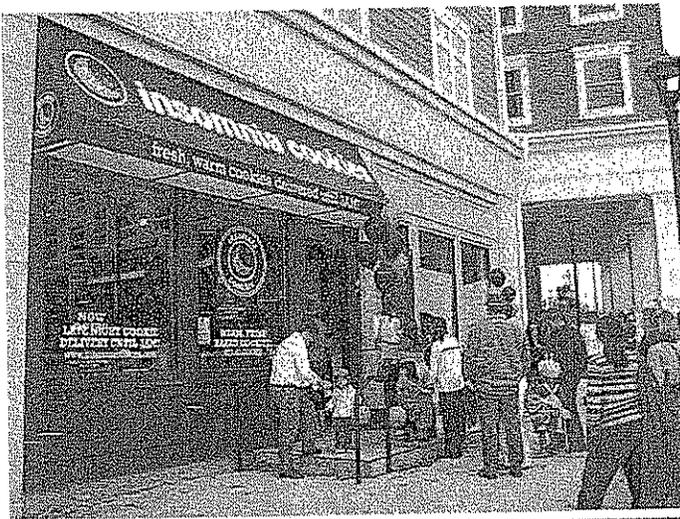
Elizabeth C. Paterson  
Mayor, Town of Mansfield



# TOWN OF MANSFIELD, CONNECTICUT

## ANNUAL REPORT

### FISCAL YEAR 2011-2012



Downtown Storrs Center

[www.MansfieldCT.gov](http://www.MansfieldCT.gov)

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For current Town of Mansfield information, news and announcements:

- Check us out on Facebook! (Town of Mansfield, Connecticut)
- Tune in to Cable Channel 13
- Check out our website [www.MansfieldCT.gov](http://www.MansfieldCT.gov)
- Subscribe to QNotify Email Notice Lists  
(It's easy! Just go to our website to sign up and have the latest agendas, minutes, press releases, etc. emailed directly to you!)



Audrey P. Beck Municipal Building  
4 South Eagleville Road  
Mansfield, CT 06268

#### HOURS

M/T/W..... 8:15am to 4:30pm  
Thursday..... 8:15am to 6:30pm  
Friday..... 8:00am to 12:00pm

The Audrey P. Beck Municipal Building is located at the junction of Storrs Road (Rte. 195) and South Eagleville Road (Rte. 275), one-quarter mile south of the University of Connecticut campus.

The Mansfield Public Library, the Mansfield Board of Education, the Mansfield Community Center, the Animal Shelter, the Mansfield Senior Center and the Mansfield Public Works Garage follow their own established schedule of operations.

#### MANSFIELD FACTS

**Area:** Mansfield is 45.5 square miles.

**Population:** In 2011, Mansfield had an estimated population of 26,524 (Source: CT DPH).

**Registered Voters:** As of November 1, 2012, Mansfield had 12,430 registered voters: Democrats - 4830; Republicans - 1564; Unaffiliated - 5892; Other - 144.

**Form of Government:** Mansfield has a Council - Manager form of government, in addition to an annual town meeting. (The 2013 Annual Town Meeting will be held on May 14, 2013 at 7:00PM in the Mansfield Middle School Auditorium.)

**Tax Rate:** The mill rate for Fiscal Year 2011/12 was 26.68 mills.

**Net Grand List:** In Fiscal Year 2012/2013 Mansfield's net grand list was \$980,397,735.

**Fire Protection:** Mansfield has 3 fire stations with a combination of volunteer and paid personnel.

**Police Services:** Mansfield provides police services through a combination of resident state troopers and part time officers.

**Schools:** Mansfield has 3 elementary schools (PK-4) - Goodwin, Southeast and Vinton; one middle school (5-8) - Mansfield Middle School; and one regional high school (9-12) - E.O. Smith High School.

**Student Enrollment:** For the 2011-2012 academic year, Mansfield had a total enrollment of 1,323 in grades PK-8 and 1,225 in grades 9-12 (623 Mansfield residents).

## TOWN COUNCIL

Elizabeth C. Paterson, Mayor

The Town of Mansfield operates under the Council-Manager form of local government, with the Town Council acting as the legislative and policy-making body and exercising all powers of the Town except those specifically vested elsewhere by Town Charter or state statutes. The nine-member Town Council is elected biennially on an at-large basis. Council members serve without pay and elect one of their fellow members to serve as Mayor. The Town Council conducts its regular meetings on the second and fourth Monday of each month, and holds special meetings as needed. The Council also has three standing committees - Committee on Committees, Finance and Personnel. Ad hoc committees are appointed to review particular issues and submit recommendations to the full Council.

The Town of Mansfield is a member of the Connecticut Conference of Municipalities, the Eastern Highlands Health District, the Mansfield Downtown Partnership, the National League of Cities, and the Windham Region Council of Governments.

### Accomplishments for FY 2011-2012

- Maintained active involvement with the Mansfield Downtown Partnership (three council members sit on the Partnership's Board of Directors). Began construction on Storrs Center Phase 1A, Storrs Road improvements, parking garage, and intermodal center. Approved the draft Storrs Center Parking Management Plan as recommended by the Storrs Center Parking Steering Committee and the Mansfield Downtown Partnership Board of Directors.
- Continued to serve on a number of Council advisory committees such as but not limited to Sustainability, Committee on Community Quality of Life, and Town-University Relations. Ad hoc Council Sub-Committees such as Ordinance Review met on an as needed basis.
- Adopted the Ordinance Regarding the Administration of the Human Resources Program and the Ordinance to Prevent Neighborhood Nuisances. Adopted revisions to the Ethics Ordinance. Completed a comprehensive update to the Personnel Rules, applicable to the Town's non-union staff. Revised Fair Housing Policy and adopted a Fair Housing Resolution. Updated the Council's Rules of Procedure.
- Conducted numerous workshops regarding Mansfield Public Schools elementary school facilities. Evaluated and analyzed options regarding construction/renovation of elementary school facilities. Endorsed a preliminary recommendation to construct two new elementary schools and renovate the Mansfield Middle School.
- Completed the police services study and endorsed Alternative Two, the Enhanced Trooper model.
- Continued to help lead the Mansfield Community-Campus Partnership (MCCP) which strives to improve the quality of life for all members of the community and to promote positive community-campus relations. Working with staff, MCCP implemented a recycling program for Celeron and Hunting Lodge Road apartments. Implemented the Healthy Campus grant initiative.
- Published a *Citizen's Guide to the Budget - 2012 Edition*.

### Plans for FY 2012-2013

- Embrace sustainability and use as a principle in decision making.
- Make progress on the physical components of the Mansfield Downtown Partnership Storrs Center project.
- Make a decision on the school renovation project that protects the quality of our educational system.

- Maintain core services despite declining revenues.
- Improve quality of life for residents of neighborhoods close to the UCONN campus.
- Improve tradition of open and transparent government.
- Improve active recreation facilities for youth.
- Continue to support and improve senior services.

### TOWN MANAGER'S OFFICE

Matthew W. Hart, Town Manager

The Town Manager is appointed by the Town Council to serve as the chief executive officer of the Town, and is charged with implementing Council policy and overseeing the work of all Town departments. In addition, the Town Manager serves as the Director of Public Safety, the Personnel Officer and the legal Traffic Authority. The Town Manager's staff is directly responsible for human resources and risk management, and provides staff support to the Town Council and various advisory boards and committees.

#### Accomplishments for FY 2011-2012

- Developed proposed FY 2012/13 operating and capital budgets. Made revisions to budget narratives to reflect departmental goals and objectives and identified linkages to *Mansfield 2020: A Unified Vision*, the Town's strategic plan; modifications to the narratives improve the budget document as both a policy and communications tool while promoting open and transparent government.
- Began preparations for participation in ICMA's Center for Performance Measurement 101 Program.
- Coordinated and managed Town's response to Tropical Storm Irene and Winter Storm Alfred. The response entailed a comprehensive effort involving multiple municipal departments, outside agencies and community volunteers.
- Continued to assist Town Council with review of school building project. In conjunction with Finance Department, facilitated numerous workshops, prepared public informational pieces, and coordinated the public hearing and referendum related to the project.
- Continued to support work of assigned advisory committees and Town Council.
- Prepared application to Small Cities Community Development Block Grant Program for housing rehabilitation loan funds.
- Completed Storrs Center parking management plan. Construction underway for Storrs Center Phase 1A, the parking garage, intermodal center and Storrs Road improvements.
- Completed police services study; Mansfield Town Council endorsed Alternative Two, the Enhanced Trooper Model. Funds are provided in the FY 2012/13 operating budget to begin implementation of the Enhanced Trooper Model.
- Continued implementation of various aspects of *Mansfield 2020: A Unified Vision* (strategic plan).
- Recruited and filled various full-time and part-time Town staff positions such as: Library Director, Early Childhood Services Coordinator, Firefighter/EMTs, Library Assistants and Associates. Due to a number of retirements, conducted higher than normal amount of recruitments. 21 appointments (both new hires and promotions) were made in the first seven months of the fiscal year.
- Offered training workshops of general interest to the workforce at-large such as: Freedom of Information Act (FOIA) nuts and bolts; leadership styles and communication; and customer service.

- Presented draft revisions of the Personnel Rules (applicable to the Town's non-union staff) and Ethics Code to the Town Council. In January 2012, the Town Council updated the Personnel Rules for the first time since 1995. The Ethics Code was adopted in May 2012, the first revisions since its inception in 1995.
- Reviewed and revised existing policies such as Vehicle Use, Drug-Free Workplace, and Affirmative Action.
- Complied with new state requirement to distribute the state's Public Records Policy on the Disposition of Public Records to existing employees and new hires and maintain acknowledgement receipts in personnel files.
- Complied with and implemented the new state paid sick leave law for approximately 30 eligible employees in January 2012.
- Fostered partnerships with UConn by placing over a dozen work study students with town departments at no direct cost to the Town. In conjunction with the Town Clerk's Office, interviewed potential students, coordinated student assignments, scheduling, and payroll.

#### Plans for FY 2012-2013

- Continue oversight of Storrs Center project to ensure completion of phases 1A and 1B, and to initiate future phases of project.
- Assist Town Council with its review of proposed school building project.
- Continue coordination of various environmental initiatives.
- Continue preparation of a comprehensive economic development program for the Town of Mansfield; re-establish Mansfield Economic Development Commission (EDC).
- Begin implementation of the Police Services Study Alternative Two "Enhanced Trooper Model," as endorsed by Council.
- Enhance organizational development program activities to build capacity within the organization and support employees in achieving their professional goals.
- Update personnel policies to promote a culture of ethical behavior, fair and equitable treatment of employees, and compliance with state and federal regulations.
- Provide an employee wellness program that promotes healthy lifestyles. Provide training designed to promote workplace safety and employee wellness.
- Maintain the Health Insurance Fund balance to an amount equivalent to being fully insured.

### ANIMAL CONTROL

Noranne Nielsen, Animal Control Officer

The Animal Control Division consists of a full time Animal Control Officer, a part time Assistant Animal Control Officer and one seasonal part-time kennel cleaner. The Division is responsible for the enforcement of state statues concerning canines, felines, and sick wildlife and for managing the Animal Shelter.

Animal Control responds to complaints from residents concerning dog problems, animal bites and/or scratches to humans, and impounding of stray dogs. The Division also issues infractions, misdemeanors, written warnings, notices to license dogs, notices to vaccinate animals against rabies, notices to spay or neuter cats, strict confinement orders, close observation orders, quarantine orders, restraining orders, and disposal orders. In addition, Animal Control is responsible for the redemption of impounded animals and the adoption or disposal of unclaimed animals. Each year a door-to-door canvas covering one-fifth of the Town is conducted in search of unlicensed dogs and unvaccinated and unaltered cats. The main purpose of this survey is to get as many pets as possible vaccinated for rabies. Vaccinating pets puts a barrier against rabies between wildlife and humans.

**Accomplishments for FY 2011-2012**

- Responded to approximately 1910 complaints, issued 357 warnings, 57 notices to license and 4 infractions.
- Quarantined 4 dogs and 2 cats. Impounded 217 animals of which 53 were reclaimed, 135 were adopted out to new owners, 5 were struck by vehicles, and 25 were too injured or aggressive to place.
- The Town of Mansfield adopted a mandatory cat spay neuter ordinance effective June 16, 2006 to decrease the cat overpopulation. The ordinance is successfully enforced; 4 notices to spay/neuter were issued in Fiscal Year 2011/12.
- Designed and implemented software for financial reports.
- Finished the door-to-door canvas in search of unlicensed dogs and unvaccinated pets.

**Plans for FY 2012-2013**

- Continue with the volunteer and community service/senior projects program on a time available basis.
- Continue education to the public and school children. School topics include: dog bite prevention, dangers of rabies, and humane treatment of animals.
- Conduct the door-to-door canvas for unlicensed and unvaccinated pets and unaltered cats.

**MANSFIELD BOARD OF EDUCATION**

Frederick A. Baruzzi, Superintendent

The Public Schools of Mansfield value the important contributions of students and teachers from diverse racial, ethnic and economic backgrounds. As a culturally and socio-economically diverse school district, the Mansfield Public Schools make every effort to provide equal opportunity for all students. We are dedicated to ensuring that all students have access to every program through heterogeneously-grouped classes and multiple levels of access.

June 2012 Enrollment

<b>PreK</b>	29	29	32	5	144	
<b>K</b>	37	49	46	6	141	
<b>1</b>	28	40	59	7	145	
<b>2</b>	39	47	39	8	147	
<b>3</b>	38	45	50			
<b>4</b>	28	50	52			
<b>Total</b>	<b>199</b>	<b>260</b>	<b>278</b>		<b>577</b>	<b>1314</b>

**Accomplishments for FY 2011-2012**

- Elementary schools offered Spanish language in grades 2 through 4, placing strong instructional emphasis on the cultures of the Hispanic world.
- At Goodwin School, a Student Backpack Brigade filled backpacks and donated them to area shelters and the PTO organized Diversity Mixers culminating in an International Potluck Dinner.
- At Southeast School, there were cultural, musical, and artistic assemblies and community service projects to raise money and/or collect food, clothing, blankets and toys to donate to needy

families.

- At Vinton School, the PTA provided monthly access to cultural, artistic, and musical assemblies and on-site museum programs to bring enrichment opportunities to children regardless of economic background.
- Mansfield Middle School offered four different world languages (French, Spanish, German and Latin), and a German and Chinese student exchange program. Afterschool programs offered exploratory and enrichment opportunities outside the regular classroom.
- All schools participated in integrated art and dance programs and an inter-district summer Academy of International Arts and Science Studies, a ten-school-district summer camp program that has helped to reduce racial, ethnic and economic isolation.
- Elementary and middle school students performed well on the Connecticut Mastery Test. We continue to analyze any changes in student performance data, as well as individual student longitudinal test results, to identify needs for program adjustments.
- On the 2012 CMT, Mansfield Public Schools students achieved State Goal at the following rate:
  - ⇒ Mathematics: Grade 8 – 73.8%, Grade 7 – 79.3%, Grade 6 – 86.4%, Grade 5 – 82.8%, Grade 4 – 82.8%; Grade 3 – 82%
  - ⇒ Reading: Grade 8 – 84.7%, Grade 7 – 87.1%, Grade 6 – 86.4%, Grade 5 – 78.2%, Grade 4 – 80.4%, Grade 3 – 71.5%
  - ⇒ Writing: Grade 8 – 81.4%, Grade 7 – 78.6%, Grade 6 – 89.9%, Grade 5 – 69.7%, Grade 4 – 79.3%, Grade 3 – 72.0%
  - ⇒ Science: Grade 8 – 78.0%, Grade 5 – 80.2%

#### Plans for FY 2012-2013

- Help every student to be a confident and successful learner.
- Attract, hire, support, and retain qualified and motivated professional staff.
- Continue to improve the effectiveness of the Board of Education.
- Monitor and regularly assess the District's status and requirements with respect to the quality of facilities, sufficiency of space, level of security, adequacy of maintenance, and reliability of student transportation.
- Employ fiscal planning for long term sustainability.

The Mansfield Board of Education has a long-established tradition of equitable distribution of resources to ensure that each school in the district receives the same level of material and financial resources. Assurance that resources are equally shared is fundamental to the purpose of American public education and the Mansfield Public Schools are proud stewards of this national commitment to equity.

### DEPARTMENT OF BUILDING AND HOUSING INSPECTION

Michael E. Nintean, Director

The Department is responsible for the administration and enforcement of the Connecticut Building and Demolition Codes, as well as the Town Housing Code, Litter Ordinance and Residential Parking Ordinance. The Department accepts and reviews construction documents for all construction projects within the Town with the exception of those on state and federal property. Documents are reviewed to determine compliance with the State Building Code. Staff also coordinates and directs applicants to all other applicable Town departments. Periodic site inspections are conducted to confirm compliance with the submitted documents and the Building Code. Reports are issued if violations are noted and follow-up inspections are conducted to assure code compliance. Upon completion of projects a certificate of occupancy or approval is issued pursuant to state stat-

utes. The Department is also on call 24 hours a day to inspect structures and equipment damaged by fire or accident to determine what if any action is necessary. The Housing Division enforces the Property Maintenance Code as adopted for rental dwelling units within Town. The Department responds to complaints on a Town-wide basis and inspects approximately 1190 units within an overlay zone that includes 75% of the rental dwelling units in Mansfield. Complaints are investigated and if violations are observed proper action is taken to assure the abatement of the violation(s) pursuant to the provisions of the Property Maintenance Code. The rental units within the overlay zone are inspected once every 2 years as determined by the implementation schedule of inspection. If the unit is in compliance a certificate is issued when the \$150 fee has been paid. If violations are found proper action is taken pursuant to the Code.

#### **Accomplishments for FY 2011-2012**

- All inspectors attended required educational seminars to maintain State licenses.
- Continued daily department activity of permitting, plan review and inspection.
- Maintained Landlord Registry & Rental Certification zone documentation.
- Continued work with the Mansfield Community Campus Partnership (MCCP) including site visits and attendance at the annual Housing Fair.
- Continued implementation of the Residential Off Street Parking Ordinance.
- Worked on creation of the proposed Nuisance House Ordinance.
- Continued blight patrols to enforce Litter Ordinance.
- Continued review of the Fire Prevention Fee Ordinance.
- Continued negotiations with fee ordinance collection vendor.
- Began administration of Building Code for Storrs Center project.

#### **Plans for FY 2012-2013**

- Continue to implement enforcement of the Housing Code.
- Continue normal Building Department functions, i.e. permitting, plan review, inspections, etc.
- Work with all stakeholders to aid in construction of Storrs Center.
- Continue to implement the Residential Parking Ordinance.
- Continue to work with MCCP.
- Complete staff work on proposed ordinances and administer as appropriate.
- Select vendor for permitting and inspection software.
- Explore online permitting and code enforcement software.

### **MANSFIELD DOWNTOWN PARTNERSHIP, INC.**

Cynthia van Zelm, Executive Director

The Mansfield Downtown Partnership, Inc. is an independent, non-profit organization. Its mission is to strengthen and revitalize the three commercial areas of Storrs Center, Mansfield Four Corners, and King Hill Road by retaining and improving existing businesses, attracting new business, and initiating real estate development and public improvements that are consistent with physical master plans. In addition, the Partnership holds special events and acts as an advocate for the three commercial areas. As a public-private partnership, the organization is composed of representatives from the community, business, the Town of Mansfield, and the University of Connecticut.

#### **Accomplishments for FY 2011-2012**

- Construction began on Phase 1A (1 Dog Lane, 9 Dog Lane, and 11 Dog Lane) of Storrs Center which includes 127 apartment units and 27,000 square feet of commercial space. The apartments were on schedule for completion on August 1, 2012. All apartments were leased as of

April 2012. Commercial space is completely leased except for two spaces. Storrs Automotive and Select Physical Therapy moved into their new space in April 2012.

- Received a \$500,000 State of Connecticut Small Town Economic Assistance Program (STEAP) grant for infrastructure work on Village Street for a total of \$24 million in federal and state resources for Storrs Center.
- Worked with the Town on coordinating the construction of the parking garage, Dog Lane, and Storrs Road. Held scheduling meetings twice a month to ensure effective coordination amongst the University of Connecticut, the Town of Mansfield, LeylandAlliance, and their contractors. The Partnership serves as the primary communications venue (construction website at <http://storrscenterconstruction.blogspot.com>, press releases, e-mail blasts, facebook) to reach out to the public on construction issues.
- Worked with the Town on the design of the intermodal transportation center.
- Facilitated zoning permit approval process for the Post Office Road site and Post Office Road in September 2011.
- Worked with the Town on the design of the Village Street; BL Companies began work in early 2011. Facilitated zoning permit approval process in April 2012.
- Worked with master developer LeylandAlliance to solicit businesses for Storrs Center. Leases signed for all but two spaces in the 9 Dog Lane building. Leases signed for an additional location for the UConn Co-op and UConn Health Center medical offices in Phase 1B.
- Worked with LeylandAlliance to develop marketing plan for Storrs Center.
- Under the auspices of the Storrs Center Parking Steering Committee, completed Storrs Center Parking Management Plan in February 2012. A key element of the Plan is a cooperative agreement with surrounding property owners to assist them with parking enforcement.
- Worked with University of Connecticut landscape architecture students to complete the *Downtown District Public Spaces and Green Infrastructure Master Plan* to identify and promote the public spaces in downtown Mansfield.
- Worked with the Town's Planning and Development Department to develop the first successful Local First Mansfield initiative over the holidays to promote buying local in Mansfield.
- Worked with the Town Manager and Director of Public Works to develop an operations plan for Storrs Center including the intermodal transportation center.
- Initiated Partnership 3-Year organizational Strategic Plan.
- Organized third annual "Celebrate Mansfield Weekend" which included the 8<sup>th</sup> Annual *Festival on the Green*, featuring Slavic Soul Party!, children's events, a juried art exhibit, and the Celebrate Mansfield Parade; and a wine tasting benefit hosted by the Altnaveigh Inn and Restaurant.
- Held 6<sup>th</sup> annual Winter Fun Day in partnership with the Town of Mansfield and the Mansfield Community Center.
- Produced fall and spring Partnership newsletters highlighting the Storrs Center groundbreaking and tenanting in Storrs Center.
- Assisted Town of Mansfield with the 6<sup>th</sup> Annual Tour de Mansfield: Village to Village Bike Tour in July.
- Continued public outreach to the community through meetings, presentations and media including print, website, facebook, radio, and TV, to promote plans to revitalize downtown Mansfield. Scheduled to present the Storrs Center project at the Southern New England American Planning Association conference in September 2012 and the Build Boston conference in November 2012.

#### Plans for FY 2012-2013

- Complete construction and opening of Phase 1A in August 2012.
- Complete construction and opening of parking garage in August 2012.

- Complete construction of Phase 1B and open in August 2013.
- Complete construction of Storrs Road.
- Begin and complete construction of intermodal transportation center.
- Begin and complete construction of Village Street.
- Begin construction of market square area including 31,000 square foot grocery store.
- Work with LeylandAlliance on the development of Phase 1C and the Village Street neighborhood.
- Work with LeylandAlliance to implement Storrs Center commercial marketing plan for retail, restaurants, and offices. Hold grand opening event and ribbon cuttings for new businesses.
- Complete business relocations as outlined in the Relocation Plan objectives in the Storrs Center Municipal Development Plan.
- Work with the Town and LeylandAlliance on an effective commercial, public spaces, and way-finding signage program. Implement program in 2012-2013.
- Solicit consultant to design Town Square; implement plan with construction to be completed in fall 2013.
- Prioritize and implement recommendations in the *Downtown District Public Spaces and Green Infrastructure Master Plan*.
- Complete operations plan for Storrs Center.
- Complete Partnership 3-Year Organizational Strategic Plan.
- Continue to staff Storrs Center Parking Steering Committee and communicate parking policies, rates, and locations to the public.
- Pursue local, state, federal, and private grant opportunities for planning and construction at Storrs Center and projects and events.
- Monitor solicitation of commercial businesses by LeylandAlliance.
- Work with Town of Mansfield to hold 7<sup>th</sup> Annual Tour de Mansfield in July 2012.
- Coordinate Celebrate Mansfield Weekend events and publicity and hold 9<sup>th</sup> annual *Festival on the Green* in Storrs Center in September 2012.
- Hold 7<sup>th</sup> annual Winter Fun Day in February 2013.
- Produce newsletter in spring 2013.
- Continue outreach through publications including update of website, electronic mail, speaking engagements, and involvement on Town of Mansfield, University of Connecticut, and other organizational committees.

## EASTERN HIGHLANDS HEALTH DISTRICT

Robert Miller, Director

The Towns of Bolton, Coventry, and Mansfield established the Eastern Highlands Health District on June 6, 1997 as a cooperative effort to pool their resources and create a regional full-time professional health department. Reducing costs and improving both the scope and quality of public health services in the community were the objectives of establishing the District. Seven more towns joined between 2000 and 2005: Andover, Ashford, Chaplin, Columbia, Scotland, Tolland and Willington. The mission of the Eastern Highlands Health District is to prevent illness and promote wellness in the communities it serves. The pursuit of this mission is realized by assuring that other community agencies provide certain public health services within the region and by providing specific public health services directly. The services directly provided include a communicable disease control program, public health education, community assessment and public health planning, emergency preparedness and a comprehensive environmental health program. The main components of the environmental health program include on-site subsurface sewage disposal permitting, complaint investigation program, food establishment licensing and inspection, and environmental monitoring program.

### Accomplishments for FY 2011-2012

- Board of Directors adopted an operating budget of \$714,375 for FY 12/13, which is a >1% reduction from the previous fiscal year.
- Milestones in public health emergency preparedness activities included: support of town's Storm Irene and Alfred response and recovery efforts; successful completion of Mass Dispensing Area Technical Assessment Review; and support of Region 4 Project Public Health Ready application.
- Health promotion milestones included: a \$419,500 grant to build local capacity to implement policy, systems and environmental changes that promote healthy behaviors; and, expansion of the employee wellness program "Be Well" to Town of Tolland employees.
- Provided technical support to the Town of Coventry with the North Coventry Fire Department building project.
- Provided technical and field support to the Town of Bolton for the Bolton Lake Sewer project
- Communicable disease control activities included review of and follow up (as needed) with 1,240 case reports and conducting 28 disease outbreak or individual case investigations.
- Main indicators for environmental Health District activity in Mansfield include: 161 site inspections for septic systems; 43 septic permits issued; 14 well permits issued; 31 complaints investigated; 42 environmental samples taken for lab analysis; 166 food establishment inspections and other health inspections; 67 B100a building permit reviews; and, 183 test pits and perc tests.

### Plans for FY 2012-2013

- Engage in agency long-term strategic planning process.
- Continue to update and exercise local emergency response plans. Develop a funding strategy for long-term program continuation in anticipation of federal funding reductions.
- Continue to pursue other funding sources to maintain existing scope of quality services and possibly expand health promotion programs.
- Expand Be Well employee wellness program to other employers in the community.
- Address the individual public health needs of member towns as they arise.

## EMERGENCY MANAGEMENT

Fran Raiola, Acting Director

The goals of the Emergency Management Program are to: prevent and minimize the loss of life and property due to a natural or technical disaster; reduce the amount of personal hardship; ensure that essential services are provided to all residents during and after an emergency or disaster; and encourage the use of pre-planning and preparedness to mitigate the effects of disasters and emergencies. To accomplish these goals the Emergency Management Program reviews plans and seeks guidance from the Emergency Management Advisory Council, holds drills, develops Emergency Operations Plans, and coordinates the Town's response to emergencies or disasters. In addition the Emergency Management Program administers the Town's Hazardous Materials Right To Know Program and Chemical Emergency Plans and assists with management of the Voice Communications Fund.

### Accomplishments for FY 2011-2012

- Continue to work with the residents/owners of single family dwellings on Thornbush Road regarding feasibility of elevating living levels of dwellings above the 100 year flood elevation utilizing a FEMA (Federal Emergency Management Agency) SRL Grant (Severe Repetitive Loss). The purpose of such projects is to reduce repetitive claims paid for losses due to flooding of the Willimantic River.
- Continued to work with FEMA regarding January 2011 Storm Irene grant processing.

- Coordinated the response to and recovery from October 2011 Storm Alfred and prepared FEMA grant request.
- The Mansfield EOP (Emergency Operations Plan) was reviewed and audited by the DEMHS (Department of Emergency Management and Homeland Security). The audit found the Mansfield EOP to be current and consistent with state and federal guidance.
- Served as a member of the DEHMS Region IV and WINCOG EMD groups.
- Held several Emergency Management Advisory Council meetings.
- Worked with the DEMHS Region IV Regional Emergency Planning Team to revise the regional spending plan and implement the regional spending plans for Federal FYs 10, 11, and 12 and to update the regional Emergency Operations Plan.
- Continued to assist and support the Eastern Highlands Health District with planning for health emergencies.
- Participated in the annual DEHMS Region IV regional emergency operations drill.
- Prepared for and assisted with the Town's response to UConn's Spring Weekend.
- Conducted CPR and AED training for staff and installed new AED units at Lions Field and Southeast Field.
- Participated in the planning and exercise for the UConn Host Community - Millstone Evacuation Plan.
- Planned and participated in the multi-day Statewide Disaster Exercise based on the potential impact to Connecticut and specifically our locality from a hurricane.

#### Plans for FY 2012-2013

- Work with the DEMHS Region IV Regional Emergency Planning Team to implement the Federal FY '11 and '12 regional spending plan and to update the regional Emergency Operations Plan.
- Continue to serve as a member of the DEHMS Region IV and the WINCOG EMD group.
- Work with the residents/owners of a single family dwelling on Thornbush Road regarding feasibility of SRL Grant (Severe Repetitive Loss).
- Revise and update the Town's Emergency Operations Plan and Annexes to reflect after action items from Storms Irene and Alfred and the Statewide Exercise to ensure that the EOP is consistent with the newly developed regional plans.
- Update the Town's Sheltering Plan and establish written agreements with the American Red Cross to recognize Mansfield as a regional shelter.
- Continue to train staff to support the Emergency Operations Plan.
- Seek funding to establish the Town's Emergency Operations Center in the Council Chambers at Town Hall and upgrade communications between the Emergency Operations Center and Fire Station 307.
- Partner with the Mansfield Community Center and American Red Cross to offer disaster preparedness training to the community.
- Continue to administer the U.S. Department of Homeland Security Fiscal Year Grant Programs.
- Continue to seek funding opportunities for emergency planning and preparedness initiatives.

### FACILITIES MANAGEMENT DEPARTMENT

William Hammon, Director

The Department is responsible for the maintenance and repair of Town buildings and equipment, including: the Audrey Beck Municipal Building; Mansfield Public Library; three fire stations; Senior Center and Wellness Center; Public Works buildings; Mansfield Community Center; Bicentennial Pond buildings; Animal Shelter; Transfer Station; Mansfield Discovery Depot; Joshua's Trust;

Maintenance Shop; Old Town Hall; School Bus Garage; Lion's Park Concession building and the four schools. Specific duties include: septic tank maintenance; boiler and oil burner maintenance and repairs; well maintenance; electrical, plumbing and roof repairs; general building repairs; and vandalism and building equipment repairs. The Department is staffed with full and part-time custodial personnel and skilled maintenance personnel. The Department also maintains contracts with various vendors to provide annual service on fire and burglar alarms, hood systems, emergency generators, and boiler cleaning, as well as providing exterminator service. The Department has established an in-house preventative maintenance program to ensure that all buildings and related equipment are kept in good repair. Adequate maintenance parts and custodial supplies are kept on hand to guarantee uninterrupted use of the facilities.

#### **Accomplishments for FY 2011-2012**

- Instituted summer cleaning schedule for all schools. Finished ten (10) days early.
- Replaced shower basins at Mansfield Community Center during cleaning/maintenance week.
- Completed a thorough cleaning of the Mansfield Senior Center during their annual shutdown.
- Completed a thorough cleaning of the Daycare during their annual shutdown.
- Installed dehumidifiers at Mansfield Community Center.
- Installed new carpeting at Southeast School portable classroom and at the Mansfield Middle School in the hallway outside of the auditorium.
- Completed approximately 1,200 work orders.
- Completed energy efficient boiler installation at Fire Station #107 and at the Historical Society.
- Completed major repairs to Mansfield Public Library.
- Installed electric car charger at the Mansfield Community Center.
- Installed new fencing at Goodwin Peace Garden.
- Completed preventive maintenance tasks on boilers, roofs, and air handlers.
- Completed asbestos and OSHA mandated refresher courses.
- Extended exhaust on emergency generator at Fire Station #107.
- Purchased portable generator for use at any town building.
- Completed septic system studies at both Vinton and Goodwin Schools.

#### **Plans for FY 2012-2013**

- Install marble walls in Mansfield Community Center shower rooms.
- Repair main entrance overhang at Mansfield Community Center.
- Install a new energy efficient boiler system at Goodwin School.
- Re-grade lawn, paint, and install software and sensors to control humidity at Mansfield Public Library.
- Remove in-ground oil tanks at all fire stations, Vinton School and Library.
- Install greenhouse at Mansfield Middle School.
- Install energy efficient exterior lights at Mansfield Community Center.
- Research the feasibility of solar panels on the schools and parking garage.
- Run a trial period for a new work order system.

### **DEPARTMENT OF FINANCE**

Cherie Trahan, Director

The Department of Finance provides centralized financial management services for the Town of Mansfield, the Mansfield Board of Education, Mansfield Discovery Depot daycare center, the Mansfield Downtown Partnership and by contract for the Region 19 School District, and Eastern Highlands Health District. The Director of Finance oversees, directs, and coordinates the activities of the divisions of Accounting and Disbursements, Revenue Collection and Property Assessment.

### Accomplishments for FY 2011-2012

- Prepared the Fiscal Year 2010-2011 Comprehensive Annual Financial Report for the Town of Mansfield, Regional School District No. 19 and Eastern Highlands Health District in compliance with all Governmental Accounting Standards (GASB).
- Received Certificate of Achievement for Excellence in Financial Reporting for both the Town and Regional School District 19 for FY 2010-11 .
- Provided fiscal analysis, research and projections for a proposed major school building project.
- Implemented a centralized energy reporting system for tracking and projecting energy costs and usage.
- In conjunction with the Finance Committee revised the Town's Fund Balance Policy to maintain fiscal stability and to maintain or improve Mansfield's bond rating (currently rated by Moody's at Aa2).
- Implemented a major tax system and other receivables software conversion for streamlined billing, inquiries and better customer service.
- Upgraded the tax collection office counter area for ADA compliance and improved customer usage.
- Processed 344 real property ownership changes for the October 1, 2011 Grand List and completed numerous field inspections for new construction, additions, remodeling, decks, sheds, garages, etc.
- Implemented a new assessment data administration software package to improve efficiency, effectiveness and improved customer service

### Plans for FY 2012-2013

- Prepare the Fiscal Year 2011-2012 Comprehensive Annual Financial Report for the Town, Region 19 and Eastern Highlands Health District.
- Apply for Certificate of Achievement for Excellence in Financial Reporting and for Distinguished Budget Presentation Award.
- Continue to investigate and analyze options for a major school building project.
- Continue the implementation of a sustainable capital improvement program, providing quarterly financial and program updates and assistance with the preparation of a five year capital improvement plan.
- Continue the review of all financial management goals and update as necessary for current GASB requirements and current best practices.
- Continue effective cash management and provide accurate and timely financial reporting for all entities.
- Maintain a policy of full and open disclosure of all financial activity through the issuance of comprehensive quarterly and annual financial reports.
- Continue to implement new features provided by the updated tax collection system including the on-line inquiry and payment system for use by our customers.
- Continue to maintain an overall collection rate of 98% or higher through increased efficiency and communication with our customers.
- Investigate an upgrade to the Computer Assisted Mass Appraisal (CAMA) system to increase efficiency.
- Maintain accurate grand list data and continue the systematic inspections of properties in preparation for the 2014 Town-wide revaluation.

<u>Expenditures 2011-2012</u>	<u>Amount</u>	<u>% of Total</u>
General Government	\$2,357,701	5.3%
Public Safety	3,145,543	7.2%
Public Works	1,877,271	4.3%
Community Services	1,609,411	3.6%
Community Development	514,071	1.2%
Town-wide	2,320,278	5.3%
Transfers to Other Funds	1,957,660	4.4%
Education	30,314,144	68.7%
<b>Total</b>	<b>\$44,096,079</b>	<b>100.0%</b>

<u>Revenues 2011-2012</u>	<u>Amount</u>	<u>% of Total</u>
Property Taxes	\$25,542,349	57.6%
Federal/State	17,506,473	39.4%
Investments	22,392	0.1%
Other Local	1,296,108	2.9%
<b>Total</b>	<b>\$44,367,322</b>	<b>100.0%</b>

**Top Ten Taxpayers  
October 1, 2011 Grand List**

The list percentages are calculated by dividing the individual property assessment by the October 1, 2011 Net Grand List Total of \$981,143,853. (Before Board of Assessment Appeals adjustments)

<u>Property Owner</u>	<u>Description</u>	<u>Assessment</u>	<u>% of Taxable Grand List</u>
Connecticut Light & Power	Public Utility	\$ 13,641,860	1.39%
Rre Vip Mansfield LLC	Apartments	10,788,820	1.10%
Eastbrook F LLC	Eastbrook Mall	9,242,310	0.94%
157-35 OAP Holdings LLC	Apartments	8,656,270	0.88%
Celeron Square Associates	Apartments	7,509,180	0.77%
Colonial BT LLC	Apartments	5,390,000	0.55%
Glenn Ridge Cooperative, Inc	Housing Co-Op	5,306,770	0.54%
New Samaritan Corp.	Nursing Home	5,018,020	0.51%
Carrage Polo Run LLC	Apartments	4,895,240	0.50%
Hayes-Kaufman Mansfield Assoc.	Shopping Plaza	4,655,000	0.47%
<b>Total Top Ten Assessments</b>		<b>\$ 75,103,470</b>	<b>7.65%</b>



## FIRE AND EMERGENCY SERVICES

David J. Dagon, Fire Chief

The Division of Fire and Emergency Services provides Fire and Life Safety Education, Fire Suppression, Rescue, and Emergency Medical Services (EMS) to the community. The combination workforce, made up of volunteer and career personnel, is supported in its mission by the Mansfield Firefighters Association. The Division operates out of three strategically placed fire stations and records approximately 2,000 calls for service each year.

### Accomplishments for FY 2011-2012

- Responded to a total of 1,889 calls for service. The breakdown of selected incidents is as follows: Fires 111; Rescue/EMS 1,316; False Alarms 131; Hazardous Condition 76; Service Call 156; Other Calls for Service 99. Mutual Aid was provided 249 times.
- Two events, Tropical Storm Irene and Winter Storm Alfred, dominated Department emergency activities in the latter part of 2011. The experience provided an opportunity for the Department to identify certain operational needs related to facilities and equipment that will improve response to future emergencies.
- Instituted regular and routine on-site training at the Storrs Center Development. The Department introduced training programs and standardized equipment to respond effectively to these occupancies.
- The Mansfield Firefighters Association Explorer Program sent a member to a week long Introduction to the Fire Service program at the Connecticut Fire Academy. Another member of the program attended a week long Advanced Introduction to the Fire Service program at the Connecticut Fire Academy. (This program prepares potential future members of the Department for the fire service.)
- Continued to staff the EMS (Emergency Medical Service) Duty Crew program during weekend nights when the University is in session. This program provides greater participation opportunities for volunteer members and a reduction in the Department's reliance on mutual aid ambulances.
- Continued work on the Department's GIS (Geographic Information System) mapping project. The current stage of development is dedicated to linking pre-plan information for use by emergency responders.
- EMS in-service training and Quality Assurance programs continue to be provided monthly by Windham Community Memorial Hospital (WCMH). The sessions include relevant topics on emergency medical care and a review of specific calls for service.

### Plans for FY 2012-2013

- Participate in the ISO's (Insurance Service Office) periodic survey and evaluation of Mansfield's public fire protection to determine a fire insurance classification.
- Re-evaluate the Department's volunteer rank structure and job descriptions to determine the most efficient assignment of duties, responsibilities, and reporting relationships.
- Conduct a volunteer officer selection process to fill vacancies in the officer rank structure for the positions of Assistant Chief, Captain, and Lieutenant.
- Continue contracting select certification training through the Connecticut Fire Academy to provide professional development opportunities for Department personnel.
- Analyze the Fire Prevention and Inspection Division's staffing structure and service delivery requirements to ensure an effective staffing configuration.
- Continue quality review of the Deputy Fire Marshal inspection program to determine its effectiveness.

- Analyze the supervisory, field training, and scheduling requirements to maximize productivity of the Deputy Fire Marshal inspection program.
- Continue to evaluate operational staffing levels and assignments to assure the effective delivery of fire and emergency medical services.
- Maintain the Department's emphasis on the development of Geographic Information System mapping. Begin researching the technical requirement that will enable response personnel to access GIS information electronically.
- Continue to support for the Volunteer EMS Duty Crew program. Consider expanding to both Ambulances when Duty Crew staffing permits.
- Continue to review and evaluate the Fire Department safety policies and review and update the operational procedures.

## FIRE PREVENTION

Fran Raiola, Acting Deputy Chief/Fire Marshal

The goals of the Fire Prevention Division (Office of the Fire Marshal) are to: prevent unwanted fires and reduce their impact; enforce the fire codes; develop fire safe behavior in our population; encourage the use of built-in fire protection devices; and to provide fire protection resources and expertise to the community. To accomplish these goals the Fire Prevention Division inspects public buildings, provides Fire Prevention and Safety Education Programs, investigates fires, investigates complaints, and provides voluntary home safety surveys to residents. In addition, the Fire Prevention Division administers the Town's Open Burning Program, and Underground Petroleum Storage Tank Program.

### Accomplishments for FY 2011-2012

- Reviewed and revised permitting process for new construction to simplify the permitting and record keeping requirements.
- In partnership with the Mansfield Board of Education and private schools, presented age appropriate Fire and Life Safety Education programs in all pre-K through 5<sup>th</sup> grade classrooms. The programs are designed to give students life-long fire and life safety knowledge and skills.
- Conducted required inspections of apartments, public assembly occupancies, businesses, schools, daycare facilities, group homes, and health care facilities.
- Conducted plan review and inspections for new and renovated commercial occupancies.
- Conducted staff reviews of site plans for Planning and Zoning for compliance with Fire Lane Ordinance and emergency access.
- Conducted plan reviews for the first phases of the Mansfield Downtown Project.
- Conducted required fire code inspections for the Mansfield Downtown Project.
- Prepared a SOG (Standard Operating Guide) for conducting and documenting fire investigations (applicable to Mansfield Fire Department staff who are certified at the Deputy Fire Marshal level).
- Implemented electronic reporting for the Deputy Fire Marshal Inspection Program.
- Worked with the University of Connecticut (Connecticut Water) and the Willimantic Water Works to stabilize fees for fire hydrants and water supplies for fire protection.
- Maintained a working partnership and communication with the University of Connecticut Fire Department, Office of the Fire Marshal, for the turnover of property for the Mansfield Downtown Project and for the build out of the project.
- Served as the Chairperson of the State of Connecticut Fire Prevention Code Advisory Committee.
- Served as a member of the State of Connecticut Codes and Standards Committee and as a member of the Code Amendment Subcommittee.

- Delivered Fire Prevention and Life Safety Education Programs to the elementary schools, middle school, daycare providers, the senior community, VNA, and several businesses.
- Reviewed and approved a new emergency evacuation plan for Juniper Hill. Conducted practice drills.
- Worked with the Superintendent of Schools to conduct crisis response drills and training in all Mansfield public schools.
- Served as President of the Windham County Fire Marshal's Association.
- Continued to administer the Fire Department Records Management System.
- Updated E911 system and related database.

#### Plans for FY 2012-2013

- Continue to enhance and expand the fire and life safety education programs that are offered to the community.
- Develop a neighborhood based fire prevention program.
- Partner with Region 19 to develop a college bound senior fire safety program at E.O. Smith.
- Continue to enhance the inspection program for existing buildings and occupancies to ensure compliance with the Connecticut Fire Safety Code and Fire Prevention Code.
- Continue to develop and enhance the Fire Prevention Division to better ensure that existing occupancies are in compliance with best practices and state regulations by implementing electronic information systems for data entry, documentation and reporting.
- Monitor fire safety laws and regulations.

### MANSFIELD HOUSING AUTHORITY

Rebecca Fields, Executive Director

Richard P. Long, Chairperson

Serving the towns of Mansfield, Coventry, Ashford, Willington and Chaplin, the Housing Authority of the Town of Mansfield provides housing assistance to its residents. The Housing Authority administers a federal housing assistance program through the Department of Housing and Urban Development (HUD) and owns and manages two state financed housing communities: a moderate income housing community designed for families, and a low income senior housing community designed for those over 62 years of age or disabled.

#### Section 8 Housing Assistance Program

The federal Section 8 Housing Choice Voucher Program can assist a monthly average of up to 149 low-income families by sharing the cost of their rental payments to private landlords. This program requires annual inspections of each unit to ensure that both families and owners are keeping the unit in good repair and complying with HUD regulations. The Housing Authority is able to assist the towns with the collection of taxes from delinquent landlords, as HUD requires all landlords receiving federal monies to be current with their property taxes.

The utilization rate of the vouchers (number of monthly vouchers under contract versus number of monthly vouchers available for contract) for the fiscal year ending December 2012 is projected to be 92.34 %. This represents an increase over the 2011 utilization rate of 89.43%. The economic conditions for employment have been improving with Section 8 participants being hired and hours being increased, but the economy still continues to be a drag on their earnings and a factor in the Housing Authority's monthly assistance cost.

The estimated average amount of rental assistance per family for 2012 is \$658 per month; this is up from \$654 per month last year primarily due to rent increases and HUD payment standards not

reflecting the market rents. HUD has reduced Housing Assistance Payment (HAP) funding to \$530 per month per voucher. In 2012 HUD required Housing Authorities, nationally, to fund a portion of HUD's Annual HAP Contract with Housing Authorities through each Authority's HAP reserve account. For the Mansfield Housing Authority the impact of funding part of HUD's Annual HAP Contract resulted in the HAP reserve being reduced by \$110,074. HUD's use of the Housing Authority's reserve account has reduced the reserves to approximately \$50,000 which will jeopardize the continuation of the program. With monthly costs of \$85,000 to \$87,000 per month, this reduction in HAP reserves will leave the Housing Authority with less than one month of HAP costs. The Housing Authority will make approximately \$1,073,000 in rental assistance payments on behalf of our participants in 2012. The estimated average number of vouchers used for 2012 is 137. To utilize all 149 vouchers, more federal funding or lower costs per family will have to be realized.

Administrative fees are tied directly to the number of vouchers leased. Not having enough HAP to fund all vouchers has put a significant strain on the operating budget. Year over year, the Housing Authority has not been able to use all its vouchers which have resulted in the operational reserve account being depleted and without additional HAP funds administrative fees cannot be earned. With the HAP reserve account decimated, it does not allow the Housing Authority to use that reserve to lease up additional vouchers and earn administrative fees. The overall financial health and viability of the Section 8 program has greatly deteriorated this year and the future of the program is in question.

The waiting list was opened in December 2010. Approximately 3000 applications were received and 250 families were placed on the waiting list in January 2011 via a lottery system. There are currently 43 families on the waiting list. Due to lack of funding the waiting list is not expected to open this year.

#### **Holinko Estates**

Holinko Estates is a state financed housing community for moderate income families. It consists of 35 rental units for moderate income families which include 21 two (2) bedroom units, 13 three (3) bedroom units and 1 four (4) bedroom unit. Eight of the two (2) bedroom units and one of the three (3) bedroom units are flats with the remaining units being townhouse style apartments. Stoves and refrigerators continue to be purchased as units turn over and will be part of the leased unit in the future. Front porches were added to one of the buildings which provide shelter from the elements and a place for residents to sit and socialize with neighbors. Additional buildings may be done in the future.

The waiting list is currently open, with 55 applicants on the list. The average turnover rate for this housing community is 8 to 9 units per year. Nine units turned over in 2011 and it is expected that the turnover rate for 2012 will be 8 units. The Housing Authority continues to search for ways to increase affordable housing in Mansfield that will be financially sustainable in the long term.

#### **Wright's Village**

Wright's Village is a state financed housing community for moderate and low income senior and younger disabled individuals. It consists of 40 one (1) bedroom units. Thirty units were built in 1979/1980 and ten were built in 1984/1985. There have been considerable upgrades and repairs or replacements made to this community over the past ten (10) years including, new roofs and gutters, interior and exterior lighting replacement, bathtub conversions to walk-in showers in 13 units, kitchen cabinets and countertop replacement, and refrigerator and stove replacement.

The Housing Authority was the recipient of its annual grants provided by the Connecticut Department of Economic and Community Development. The Resident Service Coordinator grant funds a 4-5 hour per week position which provides tenants with help to access needed services. The Rental Assistance Program grant supplements the monthly rental costs for residents that would otherwise be required to pay more than 30% of their monthly adjusted income for base rent. The waiting list is currently open with 14 applicants on the list. The average turn over rate for this housing community has been 4 to 5 units per year. Five units turned over in 2011 and it is expected that the turnover rate for 2012 will be 7 units.

## DEPARTMENT OF HUMAN SERVICES

Kevin Grunwald, Director

The Department of Human Services assists residents through three service divisions - Adult Services, Senior Services and Youth Services. Citizen guidance is provided by the Human Services Advisory Committee, the Youth Service Bureau Advisory Committee, Mansfield Senior Association, Commission on Aging, Mansfield Advisory Committee on the Needs of Persons with Disabilities and Mansfield Advocates for Children (formerly the Mansfield School Readiness Council). General Fund expenditures are supplemented by grants and contributions from many public and private sources that provide support for several programs as well as individuals with emergency financial needs.

### Adult Services

Adult Services includes information, referral and counseling relating to a wide range of concerns and problems. Emergency financial assistance is provided from the Special Needs Fund, which is supported by private donations. Staff serve as the Municipal Agent for the Elderly, Fair Housing Officer, and the Tenant/Landlord Advisor.

### **Accomplishments for FY 2011-2012**

- Provided case management, referral and direct assistance to 368 residents.
- Provided emergency financial assistance (Special Needs Fund) and food pantry assistance for a total of 138 incidents.
- Assisted 202 persons who are elderly or disabled to apply for State tax relief programs.
- 106 families received holiday assistance consisting of food, gifts, and cash assistance from a variety of donors.
- 98 families were approved for fee waivers for various municipal programs and services.
- 102 individuals received cash assistance through the Mansfield Holiday Fund.
- Managed shelter and mass care operations to assist residents following storms Irene and Alfred.
- Worked with staff of the University of Connecticut to implement a healthy campus initiative grant focused on responsible party behavior.
- Implemented Fair Housing protocols to support Mansfield's Fair Housing policy.

### **Plans for FY 2012-2013**

- Complete a Departmental management study to critically evaluate: the mission and vision of the Human Services Department; services, staffing and resources needed; and organizational structure of the Department required to deliver these services.
- Consolidate community fund raising initiatives related to Special Needs, camperships and holiday donations.
- Update the Department's emergency operations plan relative to responsibilities for sheltering and mass care.

### Senior Services

Senior Services provides opportunities for seniors aged fifty-five and over to maintain and improve their physical, mental, social and emotional well-being so that life is stimulating, full and enjoyable. Seniors are involved in various creative, educational, recreational and social activities at the Mansfield Senior Center. The Center offers a wide range of activities including support groups, computer classes, health programs, exercise classes, bingo, art classes, chorus, meals, trips and volunteer opportunities. The Wellness Center also offers health screenings, immunization, social services, and medical services through a variety of programs.

### **Accomplishments for FY 2011-2012**

- 58 seniors became members of the Mansfield Senior Center Association during this year. There are 1,325 registered members of the Mansfield Senior Center Association.
- 358 people subscribe to the monthly Sparks newsletter. Others access the newsletter through the Town's website or receive a copy from various sites throughout Mansfield.
- Volunteers provided 5,808 hours of time.
- Served 7,197 congregate subsidized meals to seniors through Thames Valley Community Council. 176 additional meals were provided through other sources. 5,305 meals were delivered to homebound seniors through the meals-on-wheels program.
- Intergenerational activities were held in cooperation with E.O. Smith High School, Mansfield Middle School and the University of Connecticut.
- 134 seniors received assistance with tax preparation.
- 253 seniors received flu shots.
- Offered health assessments, screenings and preventative care at the Wellness Center. VNA East provided care to 57 patients for 143 visits; the podiatrist treated 85 patients for 259 visits; reflexologist saw 18 clients for 88 visits; 29 clients received therapeutic massage for 60 visits. Many seniors took advantage of free legal services and several free screenings: hearing, balance, and cholesterol.
- Interim Healthcare provided blood pressure screenings twice a month. On average, 25 seniors receive blood pressure checks at each clinic. 96 unduplicated seniors participated for 356 visits.
- Two undergraduate students interned at the Mansfield Senior Center.
- The Volunteer Transportation program has 18 drivers and provided 181 rides this year.
- Instituted summer hours with Thursday evening programming.
- Worked with 155 individuals and provided case management and referrals for legal services, snow removal, household repairs, heating assistance, food stamps, ConnPace, Medicaid, Medigap, fee waivers, community mental health services and marriage counseling.
- Finalized printing and distribution of "At Your Fingertips" a senior resource guide.
- Hosted a presentation by Congressman Joe Courtney on changes to Medicare and Medicaid and the impact of the Affordable Healthcare Act on seniors.
- Prepared and presented information at Glen Ridge, Juniper Hill Village, and Jensen's Adult Park on how to prepare for an emergency.
- Initiated a monthly Alzheimer's Support group.

### **Plans for FY 2012-2013**

The Mansfield Senior Center will provide programs that promote and stimulate healthy living options for the senior residents of Mansfield.

- Maintain total participation at the Mansfield Senior Center at 20,000 per year.

- Develop an internal review process utilizing the My Senior Center computer program to evaluate participation rates and effectiveness of programs being offered at the Senior Center by January 2013.
- Solicit and review programs offered at other Senior Centers both locally and nationally to determine if there are additional programs that should be offered at the Mansfield Senior Center by May 2013.

### Youth Services

The Youth Service Bureau's mission is to promote and support the social and emotional well-being of the Town's youth and their families. Staff provides clinical services that include psychiatric assessment, treatment, and referral. Services are offered to all children and families and the objective is the development of youth as responsible contributing members of our community. Staff accomplish this while working in close collaboration with the public schools and community agencies. Professional staff consists of master's level therapists with degrees in social work and psychology and a board certified child psychiatrist. Several initiatives also focus specifically on the needs of families with young children including school readiness, information and referral, and community planning.

The mission of the Early Childhood Services program is to ensure that all Mansfield's children, birth through eight years old, are healthy, successful learners, connected to the community. This mission is embedded in the work of the Mansfield Advocates for Children (MAC) which also includes the work of school readiness and the ad hoc playground committee. MAC is comprised of volunteers who represent a cross section of our community, many of them professionals who lend their content expertise to our mission. Financial support comes from the William C. Graustein Memorial Fund, the State Department of Education and the Town of Mansfield. Additional support comes from the Connecticut Center for Economic Analysis and the Town of Mansfield's Information Technology Department.

### **Accomplishments for FY 2011-2012**

- Provided accessible, comprehensive clinical services to approximately 338 children and adults for over 3,118 units of service which included assessment, counseling, positive youth development, group programming for children and parents, psychiatric services and case management.
- 73 student and professional volunteers were recognized at the YSB's Volunteer Recognition event for their significant contributions over the past year.
- YSB staff participated in planning a regional leadership conference for middle school and high school students including 20 towns and over 500 students. Students from both Mansfield Middle School and E.O. Smith High School participated.
- Twenty-seven people participated in the five-week Grief Group, including 10 community volunteers.
- Assisted 40 children to attend summer camp.
- Expanded the capacity of Youth Services by developing the skills and capabilities of volunteers and interns.
- Collaborated with Connecticut Youth Service Bureau Association to improve documentation of services and the use of a Results Based Accountability approach.
- Awarded a \$60,000 grant from the William Caspar Graustein Memorial Fund, the State Department of Education, and the Children's Health Fund of Connecticut to support implementation of Mansfield's Plan for Young Children.
- Awarded a \$4,000 Quality Enhancement grant from the State Department of Education.

- Continued the fourteenth year of the Mansfield School Readiness Program, supporting fifteen children receiving care at one of four nationally accredited centers.
- Worked with the CT Center for Economic Analysis to incorporate, review and analyze collected data that may affect indicators originally established in Mansfield's Plan for Young Children.
- Hired a new Early Childhood Services Coordinator and Administrative Assistant.

#### **Plans for FY 2012-2013**

- Sustain the present level of services provided to youth and families by maintaining and building the capacity of the program to respond to an increased demand for services.
- Explore the feasibility of hiring an additional licensed practitioner.
- Collaborate with the courts, police, DCF, DMHAS, and the CT Youth Service Association to advocate for increased funding for regional services in the State budget.
- Develop additional referral sources of available volunteers by establishing relationships with two new university departments, including UConn Hillel.
- Provide monthly teaching and mentoring experiences by matching volunteers with their professional interests.
- Recognize the "Grandparents Raising Grandchildren" program's monumental 25th year anniversary.
- Expand the Big Friends program in collaboration with the Mansfield Middle School.
- Establish a Juvenile Incident Review Team including Fire, Police and school staff.
- Rewrite and publish Mansfield's Plan for Young Children, resulting in implementation of the strategies contained in that plan.
- Continue to provide outreach to underserved members of the community for early care and education.
- Share the results of the community connectedness survey with the Board of Education and the Town Council.
- Support the building of a community-built playground, and work closely with the MAC ad Hoc committee on this initiative.
- Identify ways to use social networking resources for early care and education information dissemination.

### **DEPARTMENT OF INFORMATION TECHNOLOGY**

Jaime L. Russell, Director

The mission of the Information Technology Department is to develop and maintain efficient and cost effective information systems for the Town and Schools, and to provide customer-centric support services to its user base to assure the successful utilization of technology. These technologies include computer hardware, software, and network services across eighteen Town and School buildings, as well as our website presence and land-line telephones. In total, this encompasses 1,500 computers and the network includes over 3,000 staff and student users, as well as public computer services used by the citizens in our community.

#### **Accomplishments for FY 2011-2012**

- Responded successfully to Tropical Storm Irene and Winter Storm Alfred. The Department assessed equipment immediately following the storm and quickly supported Municipal and School storm recovery efforts. I.T. staff directly assisted citizens in need by providing free Wi-Fi Internet access, electrical charging stations, and public access computers. The Department was active in the Town's efforts to communicate with citizens using the website and automated emails and phone calls. I.T. assisted placement of a regional FEMA small business and citizen resource and support center at the Mansfield Community Center.

- Partnered with the Tax Collector and Assessor's Offices to replace the Alpha VMS based software that has been in place for over 15 years and is outdated and incompatible with current technologies. The project involved a competitive RFP process, data conversion, and database installations. This initiative will enhance public access both onsite and over the Internet, allow us to comply with legal requirements for tax collection and assessment, and provide productivity gains through its more efficient and reliable structure.
- Collaborated with the Mansfield Schools to launch the new Mansfield Public Schools website. The website consists of five integrated portals; one for each school and one for the District Central Office. The websites were completely re-designed and enhanced to support the information needs of students, parents, and the Mansfield community. This project increases communication between residents and our schools.
- Replaced the maintenance and custodial time clocks in municipal and school facilities. The former system was in need of replacement, but instead of purchasing expensive replacement clocks, we were able to leverage our existing computer network to put in place a cloud based system. This solution uses our existing Internet connections to bring up a time clock on computers. The system is location aware to ensure it is used only on designated connections. The system promotes effective collection of data by pulling it into a cloud based database.
- Completed the required replacement of the Mansfield Middle School phone system. The existing system was twelve years old and had reached the end of its operational use. The new system was implemented within the necessary timespan to minimize the impact on parents and students.
- Adhered to the allocated budget by carefully managing expenses. The previous budget year's elimination of the IT Manager position was continued and yielded \$65,526 in annual wage savings. Telephone costs were limited by discontinuing nine copper telephone lines in favor of our existing internal IP network. Additionally the Department led a consortium RFP to obtain the most favorable vendor responses and pricing for wireless equipment.
- Converted databases to FileMaker Pro to meet Departments' efficiency, functionality, and reliability requirements. Specifically, the MFD Fire Database, Animal Control System, and the Dog License System were all converted and are now actively in use by their respective Departments.

#### Plans for FY 2012-2013

- Phase out the Alpha VMS system to ensure efficient, compatible, and reliable databases. The Alpha system is increasingly incompatible and unreliable so the Department will phase out this old technology. The major components of this initiative include:
  - Convert the registrar database from the Alpha system to FileMaker Pro using existing internal staff.
  - Collaborate with the Town Clerk's Office to implement the Clerk capital project initiative and discontinue the Alpha database.
  - Complete a RFP process to update the CAMA system in preparation for eventual closure of the existing database.
- Leverage emerging technologies to contain costs and reduce impact on the environment. The major components of this initiative include:
  - Participate in the State Electronics Challenge sponsored by the Northeast Recycling Council.
  - Maintain primary server systems on virtual and cloud based platforms to limit the use of electricity and reduce the need for replacement hardware.
  - Use thin client computing on at least 10% of our systems to reduce costs and bulk waste.

- Adapt the public wireless infrastructure to meet the increased use we are seeing among our citizens for Wi-Fi access in our public spaces. Citizens are increasing their use of mobile laptops, tablets, and handhelds in our public spaces. The major components of this initiative include:
  - Program our access points to more reliably accept connections from newer mobile tablet and handheld operating systems.
  - Adjust our Wi-Fi radio coverage to consistently handle the bandwidth requirements of public wireless users.
- Limit expenditures and ensure effective use of funding while providing information technology support to all departments including software and hardware troubleshooting and maintenance, new installations, wired telephone support, and direct support of users' questions and needs.

## MANSFIELD PUBLIC LIBRARY

Leslie B. McDonough, Director

The mission of Mansfield Public Library is to provide access to materials and information which enhance and enrich the lives of Mansfield residents. The Library emphasizes current, popular material and the encouragement of young children's interests in reading and learning. The goals of the Mansfield Public Library are: to promote and stimulate active use of its resources; to provide a broad range of materials in a variety of formats; to offer programs and services to encourage life-long learning; and to facilitate the use of its resources and services with trained library personnel.

### Accomplishments for FY 2011 - 2012

- Due to 3 retirements, the Library experienced significant staff changes and shortages. Several promotions occurred, and new staff members were hired, including a new director.
- Library staff developed a multi-year Technology Plan, including a schedule for the systematic upgrading and replacement of staff and public computers.
- Library staff completed a new library behavior policy and created a discipline procedure to align library policy with other Town departments' policies.
- With the help of the IT Department, the Library is now a wireless hotspot, with open access throughout the building as well as outside.
- Revised circulation procedures to improve access to materials both within the Library and through inter-library loan.
- Began offering downloadable ebooks and audiobooks to Mansfield residents.

### Plans for FY 2012 – 2013

- Enhance the public library experience for users of all ages through the creative use of relevant and up-to-date technology.
- Provide monthly workshops on the applications of computer technology to the public.
- Increase professional development opportunities to allow staff to stay current with emerging technologies, providing at least one webinar or local continuing education program per year for each librarian.
- Expand the Library's community of readers through literacy-based programs for all ages.
- Promote Library usage among families by providing a quarterly evening event for families.
- Highlight the Library's collections and programs and encourage community conversation about books and reading through the regular use of Facebook and other interactive social media.
- Enhance the Library's visibility and relationships within the community through collaboration with local agencies and organizations.
- Discuss collaborative programming possibilities with other Town departments.
- Involve community volunteers in program planning and presentation.
- Expand awareness of local issues and concerns, and promote library usage by increasing the

Library's presence at community meetings and events.

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## **PARKS AND RECREATION**

Curt Vincente, Director

The mission of the Parks and Recreation Department is to enhance the quality of life of the total community by providing a variety of leisure opportunities, promoting health and wellness, increasing cultural awareness, protecting natural resources and developing the recreational needs and interests of area residents. The Parks and Recreation Department provides Mansfield residents the opportunity to participate in a wide variety of active and passive activities for preschool age through senior citizens. Program information is available four times per year in July, November, March and May via program brochures distributed to area residents. Programs and publicity are greatly enhanced by the generous commitment and support of local businesses.

### **Accomplishments for FY 2011-2012**

- Oversaw Community Center operations, program development, membership services, and implemented comprehensive marketing program.
- Held 8<sup>th</sup> Anniversary Celebration of the Community Center on November 1, 2011.
- Community Center visitations, July 1, 2011-June 30, 2012, totaled 214,522, an average of 17,877 visits per month.
- Continued popular "Family Fun Night" activity at the Community Center.
- Offered 2,886 programs with 16,698 participants.
- Administered comprehensive Youth Basketball program and required local volunteer coaches to be certified in the National Youth Sports Coaches Association in order to provide a positive experience for all participants.
- Continued back-ground check procedure for volunteer coaches and employees.
- Continued emphasis on quality daytime programs for children of working parents. In addition to the popular summer day camp, day-long programs are offered on school common curriculum days and vacation weeks.
- Major special events included the Annual Halloween Party, Member Appreciation Week, Winter Fun Day, A Day at the Center, Bike Tour, Summer Kick Off and a series of four summer concerts.
- Received a \$35,000 grant from the USTA for tennis court reconstruction to supplement the Region 19 E.O. Smith Athletic Facility project.
- Continued offering a successful year-round swim lesson program.
- Received a CT D.E.E.P. Recreational Trails Grant to design a universal access trail around Bicentennial Pond.

### **Plans for FY 2012-13**

- Continue Community Center facility supervision; oversee program development, facility planning, staff hiring and training and marketing.
- Provide staff support for Agriculture, Arts Advisory, Open Space Preservation, Parks Advisory, and Recreation Advisory Committees; continue support for co-sponsored organizations.
- Conduct comprehensive youth sports program and training clinics to certify youth sport coaches in the National Youth Sports Coaches Association program.
- Conduct background check procedure for all youth sport coaches.
- Conduct background checks on all staff and volunteers who will be working with children.

- Operate comprehensive summer day camp program and Bicentennial Pond facility.
- Provide a variety of special events and programs, activities and courses for all age groups.
- Apply for parks, open space and/or trail grants when available.
- Promote community health and wellness through quality programs.

## PLANNING AND DEVELOPMENT

Linda M. Painter, AICP, Director

The Director of Planning and Development, the Zoning Enforcement Officer and the Planning and Community Development Assistant play key roles in stimulating, coordinating and administering the responsibilities of the Town's planning, zoning, economic development and community development functions.

### Accomplishments for FY 2011-2012

- Assisted the Planning and Zoning Commission and Inland Wetland Agency with their review of new land use applications, regulation revisions, modifications, Town Council referrals, bonding issues and enforcement issues. Some specific projects are referred to in the PZC/IWA Annual Report.
- Issued Zoning Permits for 2 new single-family homes. A total of 109 Zoning Permits were issued. Additionally, 72 zoning enforcement letters, 14 violation notices and 15 zoning citations were issued.
- Served as Mansfield's representative on four UConn advisory committees: the Capital Projects Advisory Committee, which helps plan and monitor new development on the Storrs campus; the Water and Wastewater System Committee, which reviews operational and service request issues and recommends actions as appropriate; the Technology Park Master Plan Advisory Committee; and the Main Accumulation Area Advisory Committee. The latter two committees started meeting in June 2012. When evaluating UConn projects particular attention is given to infrastructure issues and potential traffic, drainage and neighborhood impact issues.
- Participated in various facets of Mansfield's Open Space Acquisition and Management programs, including the review of potential property acquisitions and requests for license and sale of town property.
- Participated in various aspects of the ongoing Storrs Center Downtown project, including permitting and issuance of the first certificates of occupancy. During this period, zoning permits were issued for the Parking Garage/Intermodal Center, Post Office Site Improvements and the Village Street.
- Provided information and assistance to Town and State officials, property-owners and their representatives on a wide range of land use issues, including Mansfield's Assisted Living Initiative, the Four Corners Sewer and Water Project and student housing issues. The Director of Planning provided assistance to the Community Quality of Life Committee, the Four Corners Sewer and Water Advisory Committee, the Sustainability Committee, the Conservation Commission and the Town/University Relations Committee.
- During the Fiscal Year the Director of Planning spent considerable time on the following projects or studies: the joint UCONN/Town Water Supply Environmental Impact Evaluation; the CL&P Interstate Reliability Project; siting concerns for the proposed School Building Project, and EHHD's Action Communities for Health, Innovation and Environmental Change (ACHIEVE) project.
- Assisted in the preparation of several federal and state grant applications during the course of the year. The following significant grants were awarded from applications filed in FY12: HUD Community Challenge Planning Grant (\$610,596) and FHWA Public Lands (\$325,000).
- Worked with the Access Agency to prepare the Town's 2012 Small Cities application for hous-

ing rehabilitation activities and complete two significant housing rehabilitation projects in Spring 2012 in addition to two emergency projects completed earlier in the year.

- Worked with the Mansfield Downtown Partnership to create Local First Mansfield, a holiday shopping campaign to promote local businesses.

#### **Plans for FY 2012-2013**

- Continue to assist the Planning and Zoning Commission with application-related responsibilities and the continued implementation of Plan of Conservation and Development recommendations. Implementation will require the analysis and drafting of revisions to Mansfield's Zoning Map and land use regulations.
- Enforcement of existing land use regulations with particular attention on student occupancy violations.
- Beginning the process of updating the Plan of Conservation and Development as part of the HUD Community Challenge Planning Grant
- Assist Town officials with an ongoing Four Corners Sewer and Water Study and the review of recent, ongoing and potential UConn projects and studies including the Water Supply Environmental Impact Evaluation, development of the new Technology Park and potential relocation of the Main Accumulation Area (MAA).
- Assist Town officials with the implementation of various elements of the Storrs Center Downtown including scheduling, coordination and the approval of specific construction plans.
- Assist Town officials in the preparation and submittal of various grant applications, including Small Town Economic Assistance Program (STEAP) and Small Cities Program.
- Assist the Town Manager in the preparation of an economic development plan for the Town through the HUD Community Challenge Planning Grant.
- Assist Town officials in developing and implementing procedures to streamline the permit review process, such as acquisition and implementation of new tracking software.
- Continue efforts to retain and grow local businesses, including Local First Mansfield.

#### **POLICE SERVICES**

Sergeant Richard Cournoyer, Mansfield Resident Trooper Coordinator

The Town of Mansfield contracts with the State Police for services of ten Resident State Troopers, one of whom is a State Police Sergeant. The Town also employs one part-time Mansfield Police Officer. Police coverage is also augmented by State Police patrols working out of the Troop C barracks in Tolland.

#### **Accomplishments for FY 2011-2012**

- Received 11,763 total calls for police service; conducted 547 criminal investigations and 371 accident investigations; issued 2,689 motor vehicle citations and 1,727 motor vehicle warnings; responded to 6,623 non emergency calls for service; and made 139 DWI arrests in town during the past fiscal year.
- Conducted the "D.A.R.E" program at the Mansfield Middle School.
- Eight Resident Troopers are currently certified for police bicycle patrols. These patrols have been very effective during special events such as "Fall and Spring weekends" as well as patrolling Mansfield Parks, the businesses along Rte 195, and off-campus apartment complexes.
- This office, along with the Commanding Officer of Troop C, was instrumental in the planning and execution of State Police operations at UConn's annual Spring Weekend event.
- Continued to work with the owners of the various apartment complexes including Carriage House in maintaining order and civility through dedicated patrols and strict enforcement of Town ordinances and state laws.

- Participated in community policing efforts such as the MCCP outreach visits, Festival on the Green, "Know Your Town Fair," Child Safety Fairs, and speaking engagements at local organizations.
- Obtained \$40,834 grant funding for DUI patrols.
- Worked with the Department of Liquor and Tobacco Control in joint operations targeting the illegal sale of alcohol / tobacco to minors. Received \$7,245 in grant funding for this initiative
- Conducted multiple "undercover" operations targeting the illegal possession and sale of alcohol and narcotics.
- Expanded the hours of Resident Trooper coverage in Mansfield to all three shifts, 24 hours a day, 365 days a year. This is an effort to address the increased volume and severity of calls received during late evening hours.

#### **Plans for FY 2012-2013**

- Continue to participate in the "D.A.R.E" program at the Mansfield Middle School.
- Continue to apply for grant funding to address issues such as DWI, speed enforcement, underage drinking as well as equipment purchases.
- Continue to work with the owners of the various apartment complexes including Carriage House Apartments in maintaining order and civility through dedicated patrols and strict enforcement of Town ordinances and state laws.
- Prepare and provide police coverage during UConn's annual "Spring Weekend" and "Fall weekend" events.
- Continue in a coordinated effort with UConn, Town government, area business leaders, and community leaders to address substance abuse and quality of life issues on and around the UConn campus.
- Continue to develop new and innovative efforts to address and eventually curtail spontaneous large gatherings at off-campus locations. These efforts will include but are not limited to: undercover operations, DUI enforcement operations, increased efforts to enforce Town ordinances and liquor violations.
- Continue to work with the UConn Office of Off-Campus Services to address quality of life issues that arise from off campus housing.
- Continue to provide the most professional and effective police coverage possible, within our current economic climate, to meet the needs of this growing community.
- Apply for a DOT funded grant for DUI enforcement, underage drinking and enforcement of motor vehicle laws.

### **DEPARTMENT OF PUBLIC WORKS**

Lon Hultgren, Director

The Department of Public Works provides for the maintenance and repair of the Town's infrastructure – the roads, bridges, solid waste and recycling facilities, park and recreation areas and its limited sewer and water facilities. The Engineering Division of the Department provides construction administration and inspection for Town projects and also assists other Town departments and residents in mapping and the development process through its work in reviewing site, subdivision and improvement plans. The administrative office also assists the Town in its energy conservation and sustainability efforts.

#### **Accomplishments for FY 2011-2012**

- Removed downed trees, assisted power and tree crews in opening Town roads and repaired flood damage to Bassetts Bridge Road immediately after Hurricane Irene.
- Removed downed trees, assisted power and tree crews in opening Town roads immediately af-

ter tropical storm Alfred.

- Continued the engineering effort to bring sewer and water systems to the Four-Corners area in Northern Mansfield – co-sponsored an Environmental Impact Evaluation (EIE) with UConn to determine the best water supply option for the Four-Corners area; coordinated the consultant design of a sewer pump station.
- Coordinated the low-waste efforts for the Town's fall "Festival on the Green" event.
- Coordinated the school lunch composting programs at all of the Town's schools.
- Continued to assist the Mansfield Downtown Partnership with the engineering efforts for the public components of the Storrs Center project – inspected the construction of the road, utility and streetscape improvements to Dog Lane and Storrs Road; coordinated the construction of the new parking garage; coordinated design efforts for the new transportation center and the new streets east of Rte 195 serving the development.
- Continued efforts to build a walkway on North Eagleville Road – reviewed consultant design work and began to procure the easements necessary to build it.
- Coordinated construction of the Stone Mill Road bridge replacement and continued the final design effort for the Laurel Lane bridge replacement that will be constructed in 2012-13.
- Obtained final permits and clearances for the replacement of the Dodd Road bridge.
- Plowed and sanded roads and parking lots during the very mild winter; swept and resurfaced Town roads; mowed roadsides and trimmed vegetation at intersections; graded gravel roads; patched pot holes; repaired signs and guideposts; cleaned waterways, catch basins and culverts; repaired curbs and driveway lips; removed fallen and hazardous trees from Town roads.
- Mowed, striped, fertilized and overseeded Town and school soccer, baseball/softball, football and field hockey fields; weeded Town flower beds; hauled trash from Town parks and recreation areas.
- Coordinated Town's mapping and parcel updates for the graphic information system (GIS).

#### Plans for FY 2012-2013

- Continue efforts to get water and sewer systems designed and built for the Four Corners area.
- Complete construction of the public infrastructure projects in Storrs Center, including the parking garage, transportation center, Royce Circle and Wilbur Cross Way.
- Begin construction of the Dodd Road bridge replacement project.
- Complete both the Stone Mill Road and Laurel Lane bridge replacement projects.
- Perform the usual routine road and grounds maintenance work (as detailed above).
- Continue efforts to fund and construct walkways on North Eagleville Road.
- Modify the upper athletic field at the Middle School (Spring Hill field) for use as a football field.
- Continue to work with the Town's Sustainability Committee in coordinating the Town's multi-faceted sustainability efforts.
- Complete and open the Town's electric vehicle charging stations at the Community Center (1) and in the new parking garage (4).

#### REGISTRARS OF VOTERS

Andrea Epling and Beverly Miela

The Registrar of Voters is an elected position governed by the Statutes of the State of Connecticut. The Registrars of Voters, under 9-32 of the Connecticut General Statutes, are mandated to register new voters, organize and conduct the annual canvass of registered voters, test tabulators and Independent Voting System, prepare paperwork for elections, prepare and order ballots, manage elections, primaries and referenda, secure and train poll workers, respond to requests for voter registration and education, and process mail-in and cross town registrations. The Registrars of Voters

work to further ensure the accuracy of the official registry list. They also conduct voter outreach in the local schools, nursing homes and the university.

#### **Accomplishments for FY 2011-2012**

- Conducted the November 2011 Municipal Election, the April 2012 Republican Presidential Primary and the May 2012 Region 19 Budget Referendum.
- Conducted the annual canvass of voters using the National Change of Address System.
- Conducted the state mandated audit of the Municipal Election in November 2011.
- Executed Redistricting in accordance with the State Plan which added House District 48 creating District 4 in the Town.
- Organized and supervised check-in for the Annual Town Meeting.
- Maintained the accuracy of the registry list by updating both manual and computer voter files.
- Conducted training sessions and informational sessions for the OpticalScan Voting system.
- Hired and trained election officials and poll workers.
- Conducted supervised balloting in nursing homes.
- Certified petitions.
- Ran mandated registration sessions.
- Attended mandatory instructional meetings conducted by the Secretary of the State's office concerning the voting system.
- Attended the spring and fall Registrars of Voters Association of Connecticut Conferences and the Regional County Meetings.
- Registered new Mansfield and UConn voters.

#### **Plans for FY 2012-2013**

- Conduct the August 2012 Party Primaries, the November 2012 Presidential Election and the May 2013 Region 19 Budget Referendum.
- Conduct the annual canvass.
- Continue registration, education and participation in voter outreach efforts.
- Continue to create and maintain permanent voter registration records.
- Attend Registrars of Voters Association of Connecticut spring and fall Meetings.
- Attend regional County meetings.

#### **TOWN CLERK**

Mary Stanton, Town Clerk

The Town Clerk's Office records all land records, maps, vital statistics, and maintains all minutes for the major boards and committees. Marriage licenses are available in the office. All sport licenses for inland and marine fishing, hunting, trapping, pheasant tags, deer tags, migratory bird stamps, and hip permits are sold from this office. In June of each year all dogs must be licensed by the Clerk's Office. This office has staff, who are notary publics, and will notarize documents as authorized by the Town. Certified copies of records recorded in the office may be purchased and other Town records may be viewed in the office or copies purchased in accordance with the Freedom of Information Act. Veterans' Discharges are recorded in the office as well as notary publics' certificates, liquor permits, trade names and a current list of Justices of the Peace. The Town Clerk assists Town organizations in setting up raffles and games of chance. All notices of Town meetings, committee meetings and public hearings are posted on the signpost outside the Clerk's Office within time limits set by the Freedom of Information Commission. All election materials and procedures for holding elections are arranged in collaboration with the Registrar of Voters. Absentee ballots and Presidential ballots are issued from this office. The Town Clerk serves as clerk to the Town Council and as staff support for the Committees on Committees and the Cemetery Committee.

An Assistant Town Clerk serves as secretary to the Zoning Board of Appeals. The Clerk's Office approves the scheduling of most meeting rooms in the Audrey P. Beck Municipal Building, processes the mail, and serves as the Municipal Records Manager for the Town.

#### **Accomplishments for FY 2011-2012**

- Recorded 2,382 land records; filed 10 foreclosures; received \$108,746.66 Conveyance Tax revenue.
- Issued 57 marriage licenses; recorded 120 deaths; recorded 79 births of residents.
- Issued 1,569 dog licenses and 3 kennels.
- Sold 334 sport licenses.
- A Municipal Election was held on November 8, 2011 with 2,238 (23.74%) residents voting. A Republican Presidential Primary was held on April 24, 2012 with 144 (10.5%) Republicans voting. A vote on the E.O. Smith Budget was approved at Referendum on May 7, 2012 with 421 citizens voting and on the same day the Town Budget, as presented, was approved at the Town Meeting. In addition to the issuance of absentee ballots, the Town Clerk's Office has responsibilities for certifying petitions, all legal notices, ballot preparation and ordering, and the submission of returns by voting district summaries.
- Conducted Town Clerk's responsibilities for the September 26, 2011 Special Town Meeting for approval of the purchase of an ambulance, a large dump/plow truck and a small dump truck and sanders. Duties include publication of all legal notices and warnings, coordinating the set up for the Town meetings and the recording and issuance of the minutes. Additionally 33 legal notices were published for various public hearings, audit reports, political activities, and contract announcements.
- Worked with the Assistant Town Manager to address 84 Freedom of Information (FOI) Requests and to organize a Freedom of Information Seminar for staff and volunteers.
- Prepared, submitted and received a Historic Preservation Grant for the 2011/2012 fiscal year. This grant will begin to address the organization and management of capital project files. Achieved the goals and projects as outlined in the 2010/2011 Historic Preservation Grant.
- Assisted with interviews and placement of UConn work study students. Students assigned to the Clerk's Office completed a number of projects including land record searches for small cities capital projects, the adding of email addresses to the list of committee volunteers, the re-printing of early grantor/grantee indexes and created indexes for Council meetings not already indexed. The Office also processed payroll for all work-study students.
- Reviewed, with the assistance of the Director of Information Technology, numerous options for the implementation, installation and maintenance of a comprehensive operating system for the Town Clerk's office. The required system will allow for all current capabilities as well as establishing added flexibility and versatile internet functions including the capability for e-government and web based access.

#### **Plans for 2012-2013**

- Evaluate Historic Preservation Grant funding and, if money is available in the FY2012/2013 cycle, prepare a grant submission for the restoration and preservation of early Town records.
- Prepare and execute a Request for Proposal for the new operating system. Install the new system and begin to backfill information as possible.
- Compile list of current and past members of Mansfield's volunteer boards/commissions for historic reference.
- Conduct all absentee ballot, presidential ballot and reporting responsibilities for the Congressional Primary and the Presidential Election.
- Implement the Electronic Death Registry System, when available from the Department of Pub-

lic Health.

- Continue to make customer service our highest priority.

## Committees, Boards and Commissions

### ADVISORY COMMITTEE ON THE NEEDS OF PERSONS WITH DISABILITIES/ADA GRIEVANCE COMMITTEE

The Committee on the Needs of Persons with Disabilities was founded in 1976 and became an official Town committee in 1982. The Committee has been instrumental in improving conditions related to accessibility and inclusion for all residents of Mansfield. This Committee also serves as the ADA Grievance Committee which hears and investigates grievances and other concerns filed against the Town under the Americans with Disabilities Act (ADA).

#### Accomplishments for FY 2011-2012

- Actively served as the ADA Grievance Committee for the Town of Mansfield, hearing a complaint brought regarding accessibility to Parks & Recreation programs.
- Hosted a community presentation by the Family Empowerment Network.
- Worked with other advisory committees to advocate for improved public transportation options for residents with disabilities.

#### Plans for FY 2012-2013

- Continue to provide advocacy and oversight regarding the needs of residents with disabilities, focusing on access to buildings and services, transportation and overall quality of life.
- Continue to advocate for increased accessibility to the post office buildings.
- Continue to advocate for the development of the Storrs Downtown area as a fully accessible area.
- Survey parents of adult children with disabilities to determine service needs.
- Provide support for accessibility for all children to the new Mansfield Community Playground.
- Actively seek out opportunities to partner with other towns and community organizations to serve as a champion for the needs and rights of residents with disabilities.
- Continue to pursue opportunities to improve the visibility of the work of this committee.

### AGRICULTURE COMMITTEE

The Agriculture Committee advises the Town Council and other bodies on matters related to promoting agricultural viability and preserving farmland in Mansfield.

#### Accomplishments for FY 2011-2012

- Redesigned and produced the 2012 "Mansfield Grown" brochure-available at [mansfieldct.org/mansfieldgrown](http://mansfieldct.org/mansfieldgrown).
- Attended an AGvocate workshop regarding farmland preservation.
- Provided information to farm community about workshops and grant opportunities
- Worked with Town staff to develop a cooperative agreement with the Connecticut Department of Agriculture to participate in the Community Farms Preservation Program.
- Worked with Town Attorney, staff and the Mansfield Town Council to develop four farm ordinances:
  - An Ordinance Regarding the Right to Farm
  - Farm Tax Abatement Ordinance

- An Ordinance providing a Property Tax Exemption for Farm Buildings
- An Ordinance Providing an Additional Property Tax Exemption for Farm Machinery
- Reviewed Mansfield agriculture leases on Town-owned property.
- Hosted an input session with Mansfield farmers in conjunction with the E.O. Smith Agricultural Education Program.

#### **Plans for FY 2012-2013**

- Provide information to farm community about farm grant programs and workshops.
- Provide input to development proposals on or adjacent to prime farmland.
- Present a proposal to the Town Council about implementing a Right-to-Farm Ordinance.
- Update Mansfield's policy regarding agriculture leases on Town-owned property.
- Produce 2013 Mansfield Grown Brochure.
- Gather information for The Last Green Valley Inc.'s website AgInfoTLGV.org.
- Co-sponsor a Walktober event.
- Work with Open Space Preservation Committee on issues related to farmland preservation.

#### **ARTS ADVISORY COMMITTEE**

The Arts Advisory Committee is charged with advising the Town Council and Manager on issues related to the arts. The committee looks to promote and encourage interest and participation in the arts and may work to compliment activities and events sponsored by private organizations having the same purpose and goal.

#### **Accomplishments for FY 2011-2012**

- Arranged rotating art displays at the Mansfield Community Center (MCC); exhibit calendar and artist information is located on the Town's website.
- Assisted in organizing the Festival on the Green Juried Art Show (9/25/11) and displaying prize-winning works at MCC.
- Three new members of the committee were added this year, filling all Committee vacancies .
- Explored the establishment of a co-operative art gallery in Downtown Storrs Center with representatives of the Connecticut Center for Entrepreneurship & Innovation, Ledyard Alliance, and Windham Arts.

#### **Goals for FY 2012-2013**

- Continue to arrange rotating art displays at MCC.
- Advertise opportunities to display art at the MCC and other venues to local artists.
- Assist the Festival on the Green in organizing the Juried Art Show.
- Identify additional outdoor venues for town summer concerts.
- Realize a co-op art gallery in Storrs Center .

#### **BEAUTIFICATION COMMITTEE**

The purpose of the Beautification Committee is to improve the aesthetic appearance of Mansfield by reducing unattractive areas. The Committee places flowering plants in key locations and recognizes individuals and businesses that contribute to the beautification of Mansfield.

#### **BOARD OF ASSESSMENT APPEALS**

The Board of Assessment Appeals hears appeals related to the assessment of motor vehicles and other property. The Board adjusts the assessment, valuation, etc. of personal property when appropriate and adds taxable property to the grand list when it has been wrongly omitted.

## **BUILDING BOARD OF APPEALS**

The Building Board of Appeals hears appeals regarding decisions made by the Building Official and renders decisions upon the appeal.

## **CATV ADVISORY COMMITTEE**

The CATV Advisory Committee intervenes in any contested case before the department involving the CATV company which the Council is advising. The Committee reviews all community access programming that has been the subject of a complaint.

## **CEMETERY COMMITTEE**

The Cemetery Committee advises the Town Manager in the management, care and maintenance of public cemeteries and provides assistance in the maintenance and care of cemeteries controlled by private associations, if such help is requested. The Committee, within the framework of an approved Town budget, advises the Town Manager in the expenditure of Town funds to have burial grounds cleared of weeds, briars and brush, grass mowed, fences and walls repaired and monuments straightened and repaired. The Committee also studies the need for and makes recommendations to the Town Manager for the enlargement of present cemeteries and for the acquisition of land for new cemeteries as permitted under the Town's ordinances and advises the Town Manager in the development of a budget for implementing the above programs.

## **COMMISSION ON AGING**

The Commission on Aging is charged with responsibility to study the conditions and needs of elderly residents and to evaluate and recommend programs to assist them, also to serve as a resource and to furnish information to those concerned with elderly services.

### **Accomplishments for FY 2011-2012**

- Successfully advocated for the installation of a sign outside of the Senior Center.
- Continued collaboration with the local chapter of TRIAD to focus on senior safety issues.
- Successfully advocated for the installation of a permanent bus stop in front of the Community Center.
- Reviewed applications for funding from non-profit agencies and made recommendations to the Town Manager.
- Updated the Mansfield League of Women Voters on the work of the Commission.
- Recruited new members to ensure representation on the Commission of residents from senior housing facilities.
- Hosted a presentation by a member of the State Commission on Aging on the work of the State Commission.

### **Plans for FY 2012-2013**

- Continue to ensure that the needs of seniors are represented as identified in "Mansfield 2020"; the Town's strategic plan, including the development of a new Senior Center as a future initiative for the Town Council to consider.
- Support implementation of Mansfield's Long-Range Plan for Seniors, with a continued focus on priority issues of senior safety, information dissemination, senior center space needs and health care needs, including changing federal benefits programs.
- Continue to advocate for the installation of a bus shelter at the Route 275/Community Center bus stop.
- Monitor the development of an independent/assisted living facility in Mansfield.
- Support the hiring of a Senior Services Social Worker in the Department of Human Services.
- Support the implementation of the FoodShare program, sponsored by the Department of Hu-

man Services.

### CONSERVATION COMMISSION

The Mansfield Conservation Commission is charged with advising the Town Council, the Planning and Zoning Commission, and other Town agencies and officials on policies and issues relating to the development, conservation, supervision, and regulation of natural resources (including water resources) within the Town of Mansfield.

#### Accomplishments for FY 2011-2012

- Held 12 meetings.
- Assisted with open space and parks management issues.
- Initiated discussions on the development of 'dark skies' regulations and together with the Ashford and Willington Conservation Commissions hosted a public screening of 'The City Dark,' a documentary film on light pollution.
- Commented on numerous Inland Wetland Agency and Planning and Zoning Commission applications and violation issues.
- Commented on proposed Zoning Regulation Revisions and various ordinances related to agriculture.
- Reviewed and commented on the proposed Connecticut Light and Power Interstate Reliability Project.
- Reviewed and provided input regarding various UConn land use projects including: the Mirror Lake dredging project; the Agronomy Farm Irrigation project; implementation of the Eagleville Brook TMDL study; and relocation of the Main Accumulation Area (aka Hazardous Waste Transfer Station).
- Continued to provide input to municipal and state officials regarding local and regional water supply issues including water supply plans for Four Corners and the joint Town/University Water Supply Environmental Impact Evaluation, the proposed Ponde Place development, and aquifer protection.

#### Plans for FY 2012-2013

- Assist with open space and parks management issues.
- Participate in efforts to update the Plan of Conservation and Development as part of the HUD Community Challenge Planning Grant.
- Comment on existing and potential Inland Wetland Agency and Planning and Zoning Commission applications and proposed regulation revisions.
- Review and provide input to the Town Council regarding significant UConn projects and other projects that would impact Mansfield.
- Provide input to the municipal aquifer protection agency.
- Monitor Town-owned conservation easements.

### DAY CARE CENTER BOARD OF DIRECTORS

The Day Care Center Board of Directors is responsible for the administration of the Mansfield Discovery Depot. The purpose of the Board is to maintain, regulate, manage and operate a high-quality day care center in the Town of Mansfield primarily for the residents of and those who work in Mansfield.

### DESIGN REVIEW PANEL

The five person Design Review Panel is appointed by the Planning and Zoning Commission (PZC)

to provide independent citizen review comments on Site Plan and Special Permit applications pending before the PZC. Members serve two year terms and are selected based on backgrounds in landscape architecture, engineering, historic preservation, architecture/design, business/construction or a related field.

### **EASTERN HIGHLANDS HEALTH DISTRICT BOARD OF DIRECTORS**

The Eastern Highlands Health District Board of Directors is the governing body for the Health District, which is an independent entity of local government. The individual members are appointed by the legislative body of each member town. The Board appoints and supervises the local Director of Health, subsequent to a public hearing approves an annual budget, sets Health District policy and promulgates local rules and regulations for the promotion of local public health.

### **EMERGENCY MANAGEMENT ADVISORY COUNCIL**

The Emergency Management Committee is established by Ordinance and is consistent with CGS § 24-7. The Committee's charge is to offer advice to the Town Manager and the Director of Emergency Management on emergency management issues.

### **ETHICS BOARD**

The Ethics Board's primary charge since it was reconstituted in 2008 has been to review the Ethics Code adopted by the Town Council in 1995 and provide recommendations for revisions to the Code. Meetings were often spent identifying articles of the Code that could be clarified, improved, and/or expanded. The Board also identified ways to make the Code more accessible to the public.

#### **Accomplishments for FY 2011-2012**

- Reviewed recommended revisions to the Code as requested by the Town Council.
- In May 2012, the Town Council amended the Ethics Ordinance.
- Prevailed in freedom of information hearings in Hartford.
- Filled two regular member Board appointments; provided orientations to new Board members.

#### **Plans for FY 2012-2013**

- Assist staff with distributing hard copies of the revised Ethics Code to all town employees and public officials for which the Ethics Code is applicable. Obtain acknowledgement receipts from approximately 400 employees and officials and maintain on file.
- Update Ethics Code on the Town's official website.
- Educate officials and employees about the changes to the Code through training sessions.
- Review, as needed, the Board's guidelines for complaint procedures.
- As needed address, in accordance with the adopted code and established procedures, advisory opinion requests, and complaints in a fair and timely manner.

### **HISTORIC DISTRICT COMMISSION**

The Mansfield Historic District Commission was established by ordinance to promote the educational, cultural, economic and general welfare of the Town of Mansfield through the preservation and protection of buildings and places of historic interest by maintenance of such landmarks in the history of architecture and of the Town of Mansfield, and through the development of appropriate settings for such buildings, places and districts.

### **HOUSING AUTHORITY BOARD OF DIRECTORS**

The Housing Authority Board of Directors is comprised of commissioners that serve as governing officers or directors of the Housing Authority. Once appointed by the Town Council, commissioners are independent, non-partisan public servants. They are responsible for major policy and leadership decisions. The Executive Director they hire is responsible for the day-to-day administration of the Housing Authority and its programs. A commissioner may, and commonly does, serve many terms in providing this service.

### **HOUSING CODE BOARD OF APPEALS**

The Housing Code Board of Appeals consists of 3 electors of the community that serve overlapping 3 year terms. The members must, in the view of the Town Council, possess the experience, capability and judgment to pass on matters pertaining to the code. There are 2 alternates which must have the same qualifications of the full board members. It is the board's duty to hear appeals from an aggrieved party, when in the appellant's opinion, the code has been misinterpreted by the Code Official. A written appeal must be filed with the Housing secretary who also acts as secretary of the appeals board. An application fee of \$100 is due upon filing. The board must meet within 20 days of the appeal being filed. The board will consider evidence at the hearing and render a decision to either modify or reverse the inspector's decision upon a concurring majority vote. The appellant may request review by the Superior Court if they do not agree with the board's decision.

### **HUMAN SERVICES ADVISORY COMMITTEE**

The Human Services Advisory Committee meets with the Director of Human Services to review and provide guidance regarding department programs and budgets.

### **JUDGE OF PROBATE**

Claire Twerdy, Judge

Connecticut's probate courts have jurisdiction to hear and decide the following matters: adoptions (minors and adults); appointment of a temporary guardian of a minor child; award of temporary custody of a minor and appointment of guardian of a minor (following removal); termination of parental rights of a minor; emancipation of a minor; determination of paternity; appointment of a guardian of a person with mental retardation; appointment of trustee for property of mission person; involuntary commitment of a person with psychiatric disabilities to a mental hospital and related matters (adults and minors); change of name (minors and adults); custody of remains of a deceased; decedents estates; trusts and certain accounts; conservatorships; and, estates of minors. The court also processes passport applications. Mansfield's probate court office is now located in the Tolland Town Hall (21 Tolland Greed, Tolland, CT 06084).

### **LIBRARY ADVISORY BOARD**

The Mansfield Public Library Board consists of nine members who serve without compensation for terms of three years, and as much as possible, represent a cross section of the Town of Mansfield. All members are residents of the town. The Town Manager and the Library Director are ex officio members of the Board. The Board provides advice "in formulating library policies and objectives, recommending new library programs and publicizing library programs, reviewing the proposed library budget, enlisting public cooperation and understanding for library programs, assisting with cultural activities associated with the library and making recommendations concerning acceptance of any bequest, devise, gift or endowment" (Code of the Town of Mansfield, Connecticut, Chapter 51).

### Accomplishments for FY 2011-2012

- Advised the Town Manager during the search, interview and hiring process for the new Library Director, as part of carrying out our duties as specified in the Code of Mansfield (Chapter 51.5).
- Began review of library policies in preparation to the development of a new strategic plan.
- Commenced reconsideration of the rationale for parliamentary procedure or more informal processes in order to conduct meetings in a more inclusive manner.
- Investigated the usefulness of a purchase link via Wowbrary (on the Library's web page) to amazon.com, which resulted in a small rebate to the library based on sales. The Library will promote this link in hopes of increasing next year's rebate.

### Plans for FY 2012-2013

- Continue review of Library policies in preparation to the development of a new strategic plan.
- Complete reconsideration of the rationale for parliamentary procedure or more informal processes in order to conduct meetings in a more inclusive manner.
- Continue to receive reports and to advise and recommend various policies, procedures, and objectives as needed.

## MANSFIELD ADVOCATES FOR CHILDREN

Mansfield Advocates for Children-MAC, (formerly the Mansfield School Readiness Council) is an advisory committee composed of volunteers who are appointed by the Town Council. This committee is engaged in the implementation of *Mansfield's Plan for Young Children* (the *Plan*) which was developed in 2009 and is supported financially and in-kind by the Town, the William Caspar Graustein Fund, and the Mansfield Discovery Depot. The results statement used by MAC as stated in the *Plan* is "All Mansfield's children, birth through eight years old, are healthy successful learners connected to the community".

MAC maintains strong relationships with the Mansfield Board of Education, the Town Council, Eastern Highlands Health District, Mansfield Community Center, Mansfield Public Library, area childcare centers and schools, as well as The University of Connecticut. These relationships are important to sanction the work and vision of this group. The connections between Town leadership and MAC represent a clear and valuable commitment to the issues of early care and education by the Town and school district leadership.

### Accomplishments for FY 2011-2012

- Served as the School Readiness Council for the Mansfield School Readiness Program in its fourteenth year of operation, supporting fifteen 3 and 4-year olds enrolled in one of four nationally accredited early care centers.
- Eleventh year as a Discovery Community as a grantee of the William C. Graustein Memorial Fund.
- Conducted a retreat for MAC with national consultant Phyllis Rozansky.
- Completed a 200 plus page data collection and evaluation report including a data appendix with the help of the Connecticut Center for Economic Development.
- Created a Kindergarten Intake survey and took the lead to distribute, collect, and analyzed the results.
- Increased MAC membership as part of the implementation of the *Plan*.
- Invited to present in webinars with the National League of Cities and the Child Health and Development Institute.
- Upon the retirement of the previous coordinator, hired a new Coordinator and an Administra-

tive Assistant.

- Furthered the work of the Playground Committee in the following ways: organized and facilitated a Community Design Day; playground designers from Leathers & Associates met with all elementary school children to gather ideas for the playground design; held a Design Day Celebration (an evening event with food and children's activities where our playground schematic was unveiled); initiated fundraising by selling "boards" for \$3 each.

#### **Plans for FY 2012-2013**

- Continue to implement strategies identified in the *Plan* with support from the William Caspar Graustein Memorial Fund, the Town of Mansfield and other partners.
- Share results of the community connectedness survey with the Board of Education and the Town Council.
- Gather faith based leaders from the community to discuss the needs of their communities with emphasis on our Asian families.
- Identify a Community Champion.
- Implement a summer lunch program.
- Develop and implement a Town-wide Kindergarten Transition plan.
- Support initiatives being worked on by MAC subcommittees ("One Book", transportation and the collection of BMI (body mass index) data.)
- Continue to have oversight and coordination of the Town's School Readiness program in coordination with the State Department of Education.
- Continue to develop and implement activities during the Week of the Young Child.
- Support efforts of ad hoc committee focused on the development of a community-built playground in efforts to raise funds (through selling playground components, soliciting donors/sponsors, hosting benefit events like a concert and 5K run) and identifying volunteers to build in May, 2013.

### **MANSFIELD DOWNTOWN PARTNERSHIP BOARD OF DIRECTORS**

The MDP Board of Directors is made up of 18 representatives from the Town of Mansfield, surrounding communities, and the University of Connecticut. The Board of Directors establishes policy for the Partnership, oversees the development of the Storrs Center downtown project, and develops projects to promote the Town of Mansfield.

### **OPEN SPACE PRESERVATION COMMITTEE**

The Open Space Preservation Committee advises the Town Council concerning open space issues as outlined in the "Planning, Acquisition, and Management Guidelines, Mansfield Open Space, Park, Recreation, Agricultural Properties and Conservation Easements," which was approved by the Town Council in 2009. Examples include:

- Reviewing properties offered for Town acquisition.
- Reviewing proposed subdivisions and submit comments to PZC about proposed open space dedications.
- Participating in the development of management plans for Town properties.

#### **Accomplishments for FY 2011-2012**

- Continued to review properties for their suitability for preservation according to the Mansfield Plan of Conservation and Development.
- Continued to review subdivision and zoning proposals.
- Provided resources to residents about Land Preservation.

- Developed an Open Space Action Plan adopted by the Town Council in April 2012.
- Participated in the preliminary design review of two new proposed subdivisions.

#### Plans for FY 2012-2013

- Continue to review properties for their suitability for preservation according to the Mansfield Plan of Conservation and Development.
- Continue to review subdivision and zoning proposals.
- Provide resources to residents about Land Preservation.
- Begin to implement the Open Space Action Plan adopted by the Town Council in April 2012.
- Continue to participate in the preliminary design review of two new proposed subdivisions.
- Become involved with Mansfield's Community Challenge Grant Funded by HUD.

### PARKS ADVISORY COMMITTEE

The Parks Advisory Committee is an advisory board to the Town Council and other Town officials with the following charges and duties:

- To advise to the Town Council about needs within Town parks, preserves, and natural areas.
- In conjunction with other Town Committees, assist in the planning, acquisition, and management of parks, preserves, and natural areas in the Town of Mansfield.
- Assist in the development of management plans of Town parks, preserves, and natural areas.
- Review and update management plans for Town parks, preserves, and natural areas as needed.
- Assist in the implementation of management plans by:
  - ⇒ Monitoring structural improvements such as parking areas, signs, bridges, and benches.
  - ⇒ Defining, constructing, and blazing hiking trails to enhance to the recreational use of Town parks.
  - ⇒ Assisting in the ecological management of the properties, such natural resource inventories, invasive species management, and habitat improvements.
- Monitor Town parks, preserves, and natural areas and report problems to appropriate staff.
- Provide input to staff regarding potential budget needs concerning Town parks, preserves and natural areas.
- Provide input to PZC regarding open space dedications related to subdivision applications.

#### Accomplishments for FY 2011-2012

- Involved the community in Mansfield Parks by continuing to offer environmental education programming and an organized, supervised natural areas volunteers program, some co-sponsored with Joshua's Tract Conservation and Historic Trust.
- Led several free parks programs in conjunction with Walktober and Connecticut Trails Day.
- Continued the annual land management review process.
- Provided input on subdivision proposals, open space acquisition, grant proposals, Parks and Recreation budget, and a property to parks procedure.
- Assisted in the planning of three Eagle Scout Projects at Eagleville Preserve, Dorwart Preserve, and Sawmill Brook Preserve.
- Assisted with trail improvements to Dorwart Preserve and Lions Memorial Park.
- Assisted in the development of a trail guide and with the dedication for Dorwart Preserve.

#### Plans for FY 2012-2013

- Continue to offer environmental education programs co-sponsored with Joshua's Tract Conservation and Historic Trust.
- Continue annual land management review process.
- Provide input on subdivision proposals, open space acquisition, grant proposals, Parks and

Recreation budget, and a property to parks procedure.

- Continue to improve public information about Mansfield Parks and Preserves.
- Prepare, in conjunction with staff, management plans for Town-owned properties.
- Host an informational forum for the Town Council and other members of community regarding the work of the committee.
- Continue to lead walks and parks awareness programs in conjunction with Walktober and Connecticut Trails Day.
- Provide input to the Universal Access Trail design at Bicentennial Pond and assist in soliciting funding for project implementation.
- Recruit Eagle Scouts and other community members to participate in parks projects.

### **PERSONNEL APPEALS BOARD**

The Personnel Appeals Board assures that the employment system of the town is fair and equitable and serves the interest of the Town while respecting the proper claims of the employees.

### **PLANNING & ZONING COMMISSION AND INLAND WETLAND AGENCY**

The Planning and Zoning Commission (PZC) and Inland Wetland Agency (IWA) take pride in trying to ensure the future of Mansfield as a desirable place to reside and visit. In reviewing all aspects of development, the PZC and IWA consider impacts on traffic, neighborhood compatibility, natural and historic resources, inland wetland areas, water supply, waste disposal, fire safety and aesthetics such as landscaping and architecture. The sites of all pending applications are visited by members to observe these factors in the field.

#### **Accomplishments for FY 2011-2012**

- Held 22 PZC meetings, 14 IWA meetings, two joint meetings, 10 joint field trips, and numerous committee meetings.
- The IWA reviewed over 23 applications or enforcement actions involving activities within regulated inland wetland/watercourse areas and statutorily required revisions to the Inland Wetlands Regulations.
- The PZC presented at Public Hearings and subsequently approved revisions to the Zoning Regulations for the Pleasant Valley Commercial/Agriculture and Pleasant Valley Residence/Agriculture zones.
- The PZC reviewed and approved special permits for a new office building on Frontage Road, a wedding venue on Bassetts Bridge Road, a new gas station/convenience store at Four Corners, an ice cream shop at the Staples Plaza on Route 195, an addition to Eastbrook Mall, a new building at Natchaug Hospital and gravel removal at Merrow Road. A special permit request for fill activities on Old Kent Road was denied. In addition, special permit renewals were granted for three (3) gravel/rock removal operations and four (4) live music permits.
- The PZC reviewed and approved a Scenic Road Designation for Gurleyville Road.
- The PZC/IWA also acted on numerous use and site improvement modifications, Town Council referrals and bonding arrangements, including review of the proposed School Building Project, easements related to Storrs Center, agriculture incentive ordinances, and agriculture leases.
- The PZC approved two subdivisions on Gurleyville/Wormwood Hill Road and Fern Road for a total of four new lots and began the pre-application design review process for proposed subdivisions on Beacon Hill Road and Puddin Lane.
- The PZC reviewed the proposed Interstate Reliability Project and provided detailed recommendation for mitigation measures if the project should be approved by the Connecticut Siting Council, including relocation of the existing lines in the vicinity of the Hawthorne Park Subdi-

vision.

#### **Plans for FY 2012-2013**

- Continue thorough review of all land use applications and enforcement of existing regulations.
- Continue review and updating of Mansfield's Zoning Map and land use regulations.
- Continue monitoring of University of Connecticut land use activities.
- Initiate the process of updating the Plan of Conservation and Development
- Participate in public workshops and events related to implementation of the HUD Community Challenge Planning Grant

#### **PUBLIC SAFETY COMMITTEE**

As set out within statute, the mission of Mansfield's Public Safety Committee was to review safety and security concerns related to the local correctional facility, the Donald T. Bergin Correctional Institution. The membership of the Committee was comprised of Warden Monica Rinaldi of Bergin CI, as well as citizen representatives appointed by the Mayor of the Town of Mansfield. The Committee met quarterly during the months of January, April, July and October.

Bergin CI ceased to house inmates as of August 5, 2011 and officially closed August 12, 2011. Department of Correction staff has indicated that the Department will continue to monitor and maintain the property. Since Bergin CI is no longer a facility actively housing inmates, the Public Safety Committee has been deactivated.

#### **QUIET CORNER COMMITTEE**

The purpose of the Quiet Corner Committee is to promote tourism in the North East section of Connecticut. Twenty-one towns in North Eastern Connecticut make up the Quiet Corner tourism region. A wide variety of informational pamphlets are published and distributed as part of this Committee's duties.

#### **RECREATION ADVISORY COMMITTEE**

The Recreation Advisory Committee (RAC) is charged with identifying and evaluating recreational needs as well as making recommendations for the institution and operation of programs. RAC continues to support the implementation, development and expansion of program offerings in order to meet the recreational needs of the community.

#### **Accomplishments for FY 2011-2012**

- Continued the annual review of co-sponsored organizations.
- Endorsed National Youth Sports Coaches Association (NYSCA) Certification Program.
- Made on-going recommendations to the Parks and Recreation Department on policies and programs.
- Continued review of and support for Community Center operations.

#### **Plans for 2012-2013**

- Conduct annual review of co-sponsored organizations, including Mansfield Junior Soccer Association, Mansfield Little League, and NEC Pop Warner Youth Football and Cheerleading Association.
- Advise on Community Center operations and other Department programs.
- Implement Management Plans for Lion's Memorial Park, Southeast Park, and Sunny Acres Park.
- Support Community Center membership initiatives.

## REGIONAL SCHOOL DISTRICT #19

The Constitution of the State of Connecticut requires that free public education be made available to all citizens. The state's legislature has delegated this responsibility to local and regional school boards. The Regional School District #19 Board of Education accepts this obligation. Its mission is to represent the interests of all residents of the district in providing for the educational needs of young men and women of senior high school age. The board seeks to accomplish this by securing community support, providing for the employment of competent faculty and staff and developing effective policy. In accomplishing its mission, the board intends to meet all legal requirements and to efficiently utilize the resources made available to the district.

## SOLID WASTE MANAGEMENT/ RECYCLING COMMITTEE

The Solid Waste Advisory Committee acts as a community sounding board for the Town's solid waste policies. These policies include issues relating to residential refuse and recycling service, transfer station operations, promotion of recycling and waste prevention, hazardous waste disposal, and bulky waste disposal. This is the twenty first year that user fees have funded the Town's volume-based waste collection (pay-per-bag of garbage). Over the year, 33% of all residential waste was recycled- single-family residences recycled 38% of their waste and multi-family residences recycled 12% of their waste. 46% of the material received at the Transfer Station is recycled. Trash and recycling service is contracted to Mayo & Sons for single-family residences and Willimantic Waste Paper, Inc. for multi-family residences.

### Accomplishments for FY 2011-2012

- The Mid Northeast Recycling Operating Committee (Mid-NEROC), of which Mansfield is a member town, continued its operations of the Regional Household Chemical Waste Drop-Off Facility.
- Managed the Mansfield schools' composting programs for the fourteenth year with each school having their own compost bins.
- Worked with Festival on the Green to create low-waste Festival event. Reduced waste by 87%.
- Worked with UConn student groups to collect litter along the roads on the periphery of campus.
- Continued to enforce the litter and solid waste ordinances.
- Presented classes on waste issues (toxic household products, composting and recycling) in the schools.
- For the fourth year, coordinated Give and Go program with the University of Connecticut to collect usable items during spring move-out. Collected almost 7 tons of material that was distributed to local charities.
- Drafted a resolution supporting extended producer responsibility for mattresses, which Town Council adopted.
- Followed recycling legislation and wrote in support of a mattress stewardship bill.
- Joined the State Electronics Challenge and adopted a municipal electronics stewardship policy.
- Began a multi-family recycling pilot.

### Plans for FY 2012-2013

- Expand school wide composting programs with the help of a part-time compost assistant/intern.
- Expand the multi-family recycling pilot.
- Continue managing refuse contracts.
- Continue working with Festival on the Green committee to create a low-waste Festival event.

- Coordinate Give and Go recycling event on UConn campus.
- Continue enforcing the litter ordinance in problem areas of Town.
- Continue offering classes to the schools on waste and energy issues.
- Continue advocating for recycling-related state legislation.

### **SUSTAINABILITY COMMITTEE**

The Sustainability Committee is charged with maintaining a general overview of the sustainability of the Town, to specifically include the following responsibilities: provide guidance and proposals to the Town Council regarding sustainability principles to be adopted by the Town Council or to be administratively implemented; monitor implementation of principles and policies as adopted by the Town Council and administrative programs, and report to the Town Council annually; coordinate and collaborate with Town boards and commissions, organizations, regional and state agencies to advance sustainability principles, plans, and policies established; and seek information from other organizations to aid in the development of strategies, programs and initiatives that will further the sustainability goals established by the Council by policy or budgetary support of administrative programs.

### **TOWN HISTORIAN**

The Town Historian is an invaluable resource. The voluntary position was created in August 1991 to provide information and advice on the Town's history to the community, historical societies and local government. All books and materials published by the Mansfield Historical Society are reviewed and worked on by the Town Historian. The position is a labor of love and is research intensive. Those interested in serving as the next Town Historian are asked to call 860-429-3336.

### **TOWN/UNIVERSITY RELATIONS COMMITTEE**

The Town/University Relations Committee was established in 1992 with a mission to promote and sustain positive relations between the University of Connecticut and the larger Mansfield community. The committee is comprised of representatives from both the town and the university, and is co-chaired by the Mayor and a university representative. The committee meets the second Tuesday of every month at 4:00 p.m. except for January and July. Members of the public are encouraged to attend, and the Committee provides an opportunity for public comment at each meeting.

### **TRANSPORTATION ADVISORY COMMITTEE**

The Transportation Advisory Committee is composed of Town Council members, Planning and Zoning Commission members, staff members and citizens at large. The Committee helps advise the Council and staff in Town and Regional transportation matters.

### **YOUTH SERVICES ADVISORY BOARD**

The Youth Service Advisory Board was established in 1978 with a mission to provide advocacy, leadership and direction. The Committee meets monthly with staff of the Youth Service Bureau and the Director of Human Services to review and provide guidance regarding program activities. Membership of the Committee includes students, school administrators, Mansfield Police, and residents.

#### **Accomplishments for FY 2011-2012**

- Provided advocacy, leadership and direction for YSB programs, activities and grants.
- Expanded Youth Services Advisory Board to include more key community leaders.
- Advocated for a part-time social work position.
- Established continued police representation on the board.

### Plans for FY 2012-2013

- Advocate for additional staff.
- Continue to provide oversight to ensure that comprehensive services are provided to YSB clients through the Human Services department.
- Continue to engage with the Mansfield Board of Education.
- Support collaboration with Willington, Ashford, and Coventry Youth Service Bureaus.
- Explore additional funding for psychiatric services

### ZONING BOARD OF APPEALS

The Zoning Board of Appeals (ZBA) is established by state statute to hear appeals and to vary the application of Zoning Regulations in cases where enforcement of the regulations would result in exceptional difficulty or unusual hardship. However, variances granted by the ZBA must always be in the "spirit" of the Zoning Regulations, and courts have ruled that that the ZBA cannot consider economic hardship as a possible justification for granting a variance.

The ZBA has five members elected at-large to four-year staggered terms, as well as three alternatives appointed by the Town Council to serve two-year terms. Hearings are normally held once a month, and anyone needing a hearing must first obtain a referral from the Zoning Agent. Because of legal notice requirements, applications should be submitted at least 16 days prior to a scheduled meeting date.

Although the ZBA rules on appeals from the decisions of the Zoning Agent, appeals from decisions of the Planning and Zoning Commission (PZC) itself are not heard by the Board and are made directly to Connecticut Superior Court. As a quasi-judicial body, the ZBA must conduct public hearings before ruling on an application, and four of its five members must concur for most actions. Persons wishing to appeal a decision of the ZBA may take the appeal directly to Superior Court.

## Members and Staff of Elected and Appointed Committees, Boards and Commissions

### Advisory Committee on Persons with Disabilities

Gloria Bent  
Cristina Colon-Semenza  
Fred Goetz  
Stephanie Holinko  
Bryan Klimkiewicz  
Jennifer Tanner  
Kevin Grunwald (Staff)

### Agriculture Committee

Wesley Bell  
Alan Cyr  
Charles Galgowski  
Bryan Kielbania  
Kathleen Paterson  
Meredith Poehiltz  
Vicky Wetherell (OSPC)  
Jennifer Kaufman (Staff)

### Arts Advisory Committee

Anke Finger  
Kim Bova Kaminsky  
Thomas Bruhn  
Scott Lehmann  
Blanche Serban  
David Vaughan  
Jay O'Keefe (Staff)  
Curt Vincente (Staff)

### Board of Assessment Appeals

Anne Greineder  
Eric Holinko  
Carol Thomas  
Irene Luciano (Staff)

### Beautification Committee

Carol Enright  
Brian Krystof (C)  
Patricia Maines  
Richard Norgaard  
Jennifer Thompson  
Frank Trainor

### Board of Education

April Holinko  
Martha Kelly  
Mark Laplaca  
Holly Matthews  
Shamin Patwa  
Katherine Paulhus  
Carrie Silver-Bernstein  
Randall Walikonis  
Fred Baruzzi (Staff)

### Board of Ethics

Lena Barry (Alt)  
John DeWolf  
Saul Nesselroth (VC)

James Raynor  
Winthrop Smith  
Nora Stevens (C)  
Maria Capriola (Staff)

### Building Board of Appeals

James Silva  
Tom Ward  
Gregory Zlotnick (C)  
Mike Nintean (Staff)

### Cemetery Committee

Barry Burnham  
Rudy Favretti  
Winston Hawkins  
Jeanne Mogayzel  
Mark Mogayzel  
Jane Reinhardt  
Keith Wilson  
Lon Hultgren (Staff)  
Mary Stanton (Staff)  
Mary Landeck-Sexton (Staff)

### CATV Advisory Committee

Fred Baruzzi (BOE)  
Grace Enggas  
Noah Lerman  
Ida Millman

### Commission on Aging

Wilfred Bigl  
Sam Gordon  
April Holinko  
Laurie Grunske McMorro  
Beverly Korba  
Don Nolan  
Joan Quarto (VC)  
Joan Terry  
Kevin Grunwald (Staff)

### Conservation Commission

Aline Booth (Alt)  
Joan Buck (Alt)  
Robert Dahn  
Peter Drzewiecki  
Neil Facchinetti  
Quentin Kessel (C)  
Scott Lehmann  
John Silander  
Grant Meitzler (Staff)

### Design Review Panel

Jeffrey Allen Brown  
Rudy Favretti  
Robert Gillard  
John Lenard  
Peter Minutti

### Discovery Depot Board of Directors

Kim Girard  
Jane Goldman  
Denise Keane (TC)  
Kurt Kulpa  
Megan Nolan  
Sara Semrow  
Helena Silva  
Mary Jane Newman (Staff)

### Eastern Highlands Health District Board of Directors

Maria Capriola (Alt)  
John Elssesser  
Rick Field  
Ralph Fletcher  
Matthew Hart  
Michael Kurland  
Johnathan Luiz  
Christina Mailhos (Alt)  
Elizabeth Paterson (C)  
Paul Schur  
Joyce Stille  
Tierney Tully  
Steve Werbner  
Deb Walsh  
Mike Zambo (Alt)

### Economic Development Commission

Ronald Beebe  
Patricia Bresnahan  
Kathy Dorgan  
Dirk Fecho  
Steven Ferrigno  
Martin Hirschorn  
Kazam Kazerounian  
John McGuire  
George M. Thompson, III  
Matthew Hart (Staff)  
Linda Painter (Staff)

### Emergency Management Advisory Council

Will Bigl  
Bruce Clouette  
Michael Kurland  
Elizabeth Paterson  
Frederick Baruzzi (Staff)  
Dave Dagon (Staff)  
Matthew Hart (Staff)  
Lon Hultgren (Staff)  
William Jordan (Staff)  
Sgt. Richard Courmoyer (Staff)  
Robert Miller (Staff)

**Four Corners Sewer Study Advisory Committee**

Pat Ferrigno  
Matthew Hart (Staff)  
Lon Hultgren (Staff)  
William Lennon  
Christopher Paulhus  
Peter Plante  
Kenneth Rawn  
Meg Reich  
Carl Schaefer  
William Thompson  
Tim Tussing

**Historic District Commission**

Anita Bacon  
Gail Bruhn (C)  
Jason Andrew McGarry  
Lesley Dyson Minearo (Alt)  
James Nardi (Alt)  
Gregory Robert Samuels (Alt)  
David Spencer

**Housing Authority Board of Directors**

Dexter Eddy  
Gretchen Hall  
Richard Long (C)  
William Simonsen  
Kathleen Ward  
Rebecca Fields (Staff)

**Housing Code Board of Appeals**

Will Bigl  
Bill Briggs  
David Spencer (Alt)

**Human Services Advisory Cmte.**

Sara Anderson  
Jane Blanshard  
Dexter Eddy  
Lorraine Kenowski  
Bev Korba  
Ethel Mantzaris  
Victoria Nimirowski  
Joan Terry  
Kevin Grunwald (Staff)  
Pat Michalak (Staff)

**Judge of Probate**

Claire Twerdy

**Library Advisory Board**

Eva Bar-Shalom  
Edmond Chibeau  
Sheila Quinn Clark (C)  
James Greene  
Barbara Katz  
Noah Lerman

Thomas Long  
Lynn Maziar  
Dale Truman  
Leslie McDonough (Staff)

**Mansfield Advocates For Children**

Sara Anderson  
Gloria Bent (C)  
Anne Bladen  
Janice Boltzridge  
Terry Cook  
Lisa Dahn  
Susan Daley  
Vicky Fry (C)  
Jane Goldman  
Cindy Guerrieri  
Yujin Kim  
Mark LaPlaca  
Susan Rozell  
Esther Soffer Roberts  
William Waite  
Lisa Young  
Fred Baruzzi (Staff)  
Ade Bloom (Staff)  
Kevin Grunwald (Staff)  
Kathleen Krider (Staff)  
Mary Jane Newman (Staff)  
Rachel LeClerc (Staff)  
Judith Stoughton (Staff)  
Jillene Woodmansee (Staff)

**Mansfield Downtown Partnership**

**Board of Directors**

Stephen Bacon  
Harry Birkenruth  
Carl D'Oleo-Lundgren  
Matthew Hart  
Dennis Heffley  
George Jones  
Michael Kirk  
Trisha Lagasse  
Philip Lodewick  
Paul McCarthy  
Frank McNabb  
Toni Moran  
Elizabeth Paterson  
Christopher Paulhus  
Alexandria Roe  
Steve Rogers  
Kristin Schwab  
William Simpson  
Ted Yungclas  
Cynthia van Zelm (Staff)

**Open Space Preservation Committee**

Roberta Coughlin (Alt)  
Kenneth Feathers  
Quentin Kessel

James Morrow (C)  
Michael Soares  
Vicky Wetherell  
Susan Westa (Alt)  
Jennifer Kaufman (Staff)

**Parking Steering Committee**

Paul Aho  
Karla Fox  
Martha Funderburk  
Manny Haidous  
Matthew Hart (staff)  
Lon Hultgren (staff)  
Ralph Pemberton  
Michael Taylor  
Macon Toledano  
Cynthia van Zelm (staff)

**Parks Advisory Committee**

Ethan Avery  
Julianna Barrett  
Susan Harrington (C)  
Tom Harrington  
Alfred Montoya  
William Thorne  
Dan Vitullo  
Jennifer Kaufman (Staff)

**Personnel Appeals Board**

Donald Nolan  
Lee Terry  
Crayton Walker

**Planning and Zoning Commission**

Binu Chandy  
Joann Goodwin  
Roswell Hall III  
Katherine Holt  
Gregory Lewis  
Peter Plante  
Barry Pociask  
Joann Goodwin  
Roswell Hall, III  
Katherine Holt  
Gregory Lewis  
Peter Plante  
Barry Pociask  
Kenneth Rawn  
Bonnie Ryan  
Vera Stearns Ward (Alt)  
Susan Westa (Alt)  
Linda Painter (Staff)

**Recreation Advisory Committee**

Darren Cook  
Terry Cook  
Sheldon Dyer (C)  
Donald Field  
Michael Gerald

## Members and Staff of Elected and Appointed Committees, Boards and Commissions

Frank Musiek  
Howard Raphaelson  
Anne Rash  
Curt Vincente (Staff)

**Quiet Corner Committee**  
Anne Smith

**Regional Board of Education**  
Herbert Arico  
Janice Chamberlain  
Casey Cobb  
Robert Jellen  
Frank Krasicki  
Jim Mark (C)  
Elizabeth McCosh-Lilie  
Timothy P. Nolan Sr.  
Elizabeth Peczuh  
Ronald Schurin  
Michael Sibiga  
Nancy Silander  
Bruce Silva (Staff)

**Solid Waste Management/  
Recycling Committee**  
Andrea Ames  
Robert Coughlin  
Jane Knox  
Sarah Milius  
Dennis Roberts  
Anne Smith  
Liz Vitullo  
Lon Hultgren (Staff)  
Virginia Walton (Staff)

**Sustainability Committee**  
Matthew Hart  
William Lennon  
Holly Matthews  
Richard Miller  
Paul Shapiro  
Julia Sherman  
Lynn Stoddard  
Vera Sterns Ward  
Lon Hultgren (Staff)  
Virginia Walton (Staff)

**Town Council**  
David Freudmann  
Denise Keane  
Peter Kochenburger  
Antonia Moran  
Elizabeth Paterson (Mayor)  
Christopher Paulhus  
William Ryan  
Carl Schaefer  
Paul Shapiro  
Maria Capriola (Staff)  
Matthew Hart (Staff)

**Town Historian**  
Roberta Smith

**Town/University Relations  
Committee**  
John Armstrong  
Philip Barry  
Binu Chandy  
Christina DeVecchis  
Michael Kirk  
Barbara O'Connor  
Jigish Patel  
Elizabeth Paterson  
Christopher Paulhus  
Alexandria Roe  
John Saddlemire  
Nancy Silander  
William Simpson  
William Wendt  
Maria Capriola (Staff)  
Matthew Hart (Staff)  
Linda Painter (Staff)  
Cynthia van Zelm (Staff)

**Transportation Advisory  
Committee**  
Greg Frantz  
Janet Freniere  
Ross Hall  
Alex Marcellino  
William Ryan  
Michael Taylor  
Lon Hultgren (Staff)

**Youth Services Advisory Board**  
Gui Hua Estes  
Eileen Griffin  
Teri Hebert  
Stephen King  
Charles Leavens  
Christine Lee  
Ethel Mantzaris  
Steven Martin  
Candace Morrell  
Ann Plumley  
Frank Perrotti  
Genevieve Rigler  
Jeffrey Smith  
Kevin Grunwald (Staff)  
Kathy McNamara (Staff)  
Pat Michalak (Staff)

**Zoning Board of Appeals**  
Sarah Accorsi  
Richard Brosseau  
Jack Clauson  
Beverly Gotch  
Paul Hammer  
Shirley Katz

Alicia Welch  
Curt Hirsch (Staff)  
Sharon Tyler (Staff)  
Dennis O'Brien (Staff)

\*\*\*\*\*

The calendar of meeting dates  
can be viewed by going to  
[www.MansfieldCT.gov](http://www.MansfieldCT.gov). You  
may also contact the Town  
Clerk's Office at 860-429-3302  
for a complete and up-to-date  
listing of committee meetings.

\*\*\*\*\*

## UPCOMING TOWN EVENTS

Save the date!

### STORRS FARMERS MARKET

Opens the first Saturday in May through the last Saturday before Thanksgiving in the Mansfield Town Hall parking lot and the second and fourth Saturdays from December through April in the Buchanan Auditorium at the Mansfield Public Library.

[www.storrsfarmersmarket.org](http://www.storrsfarmersmarket.org)

### WINTER FUN WEEK

February 1—10, 2013; Multiple Events, location varies, [www.mansfieldct.org/mdp](http://www.mansfieldct.org/mdp)

### REGION #19 BUDGET REFERENDUM

May 7, 2013; Polls open 6:00 AM—8:00 PM; Audrey P. Beck Municipal Building, Council Chambers

### ANNUAL TOWN MEETING

May 14, 2013; 7:00 PM; Mansfield Middle School Auditorium

### MEMORIAL DAY PARADE

May 27, 2013; 9:00 AM; Bassetts Bridge Road/Rt. 195 to Mansfield Center Cemetery

### TOUR de MANSFIELD

June 2013; Mansfield Community Center (date TBA)

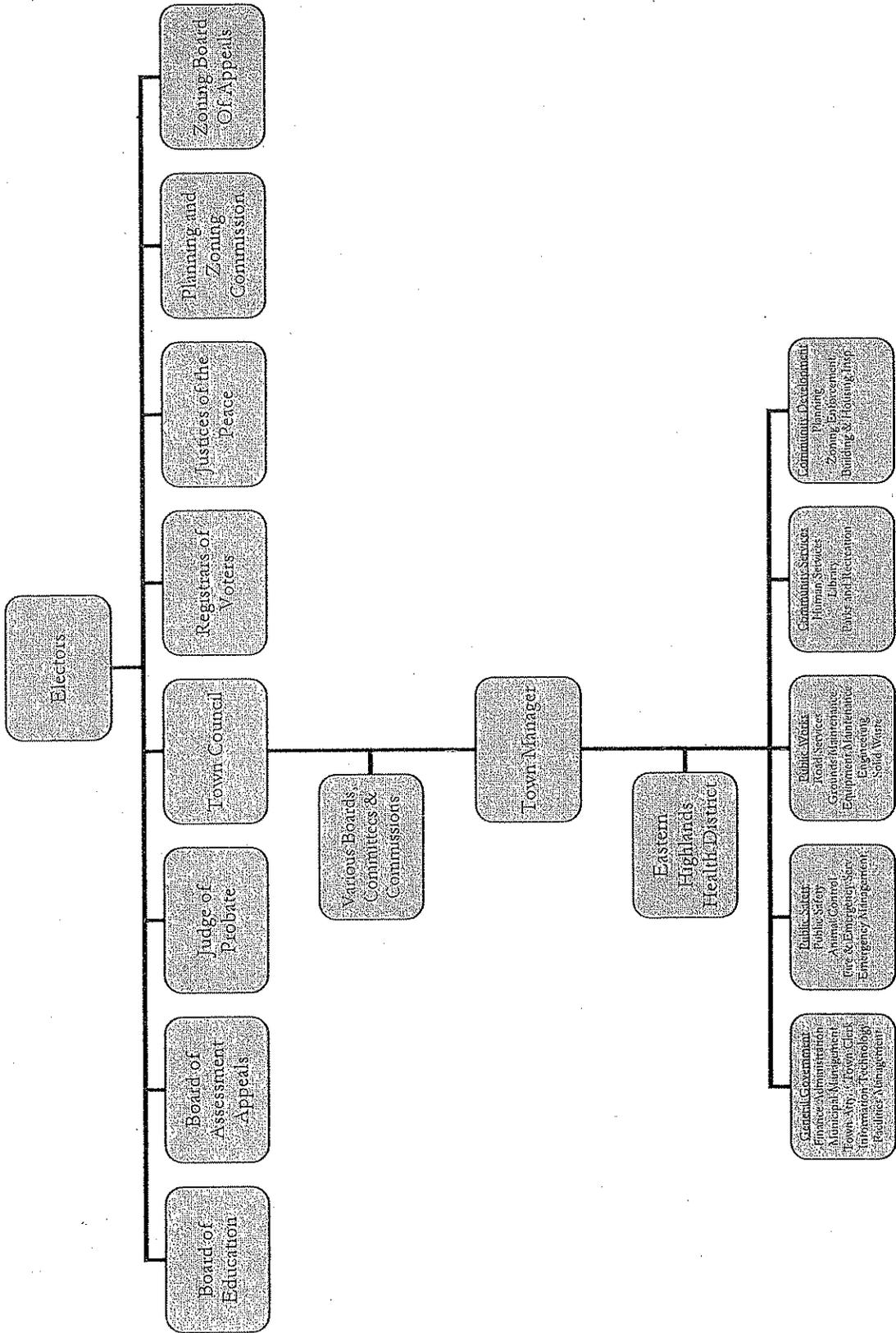
### CELEBRATE MANSFIELD WEEKEND

September 20 – 22, 2013; Town Wide Events

### FESTIVAL ON THE GREEN

September 22, 2013; E. O. Smith High School

# Town of Mansfield Organizational Chart



## DIRECTORY

### For Information On

Accounts Payable  
 Administration  
 Assessment  
 Birth Certificates  
 Building Permits  
 Cemetery (Town)  
 Community Center  
 Death Certificates  
 Demolition Permits  
 Dog Licenses  
 Dog & Animal Problems  
 Drainage Problems  
 Electrical Permits  
 Elderly Dial-A-Ride  
 Elderly Municipal Agent  
 Emergency Management  
 Employment  
 Engineering  
 Finance  
 Fire Emergencies  
 Fire - Non-Emergencies  
 Fire Marshal/Fire Prevention  
 Health Matters (Public)  
 Highways  
 Housing Authority  
 Housing Inspection  
 Human Services  
 Information Technology  
 Inland Wetlands  
 Landfill Permits  
 Land Records  
 Library  
 Marriage Licenses  
 Parking Tickets  
 Parks  
 Planning  
 Plumbing & Heat Permits  
 Police Emergencies  
 Police - Non-Emergencies  
 Probate Court  
 Purchasing  
 Recreation  
 Refuse & Recycling  
 Registration of Voters  
 Sanitary Inspection  
 School Business Manager  
 Senior Center  
 Snow Removal & Streets  
 Taxes  
 Town History  
 Tree Warden  
 Voting  
 Welfare  
 Youth & Family Services  
 Zoning Enforcement

### Call

Finance  
 Town Manager  
 Assessor  
 Town Clerk  
 Building Office  
 Sexton  
 Parks & Recreation  
 Town Clerk  
 Building Office  
 Town Clerk  
 Animal Control Officer  
 Engineering  
 Building Office  
 Dial-A-Ride  
 Human Services  
 Emergency Management  
 Human Resources  
 Engineering  
 Finance Director  
 Fire Department  
 Fire Department  
 Fire Marshal  
 Health Department  
 Public Works  
 Housing Authority  
 Housing Inspection  
 Human Services  
 Information Technology  
 Engineering  
 Engineering  
 Town Clerk  
 Mansfield Public Library  
 Town Clerk  
 Tax Collector  
 Parks and Recreation  
 Planning & Zoning Office  
 Building Office  
 Police Department  
 Police Department  
 Judge  
 Finance  
 Parks and Recreation  
 Engineering  
 Registrar of Voters  
 Health Department  
 Finance Director  
 Senior Center  
 Public Works Garage  
 Collector of Revenue  
 Town Historian  
 Public Works Dept.  
 Registrar of Voters  
 Human Services  
 Youth Services  
 Zoning Agent

### Phone

860-429-3345  
 860-429-3336  
 860-429-3311  
 860-429-3302  
 860-429-3324  
 860-456-0176  
 860-429-3015  
 860-429-3302  
 860-429-3324  
 860-429-3302  
 860-487-0137  
 860-429-3334  
 860-429-3324  
 860-456-1462  
 860-429-3315  
 860-429-3324  
 860-429-3336  
 860-429-3334  
 860-429-3344  
**911**  
 860-429-3323  
 860-429-3328  
 860-429-3325  
 860-429-3331  
 860-487-0693  
 860-487-4440  
 860-429-3315  
 860-429-3355  
 860-429-3334  
 860-429-3334  
 860-429-3302  
 860-423-2501  
 860-429-3302  
 860-429-3374  
 860-429-3015  
 860-429-3330  
 860-429-3324  
**911**  
 860-429-3360  
 860-871-3640  
 860-429-3345  
 860-429-3015  
 860-429-3333  
 860-429-3368  
 860-429-3325  
 860-429-3344  
 860-429-0262  
 860-429-3676  
 860-429-3306  
 860-429-9789  
 860-429-3331  
 860-429-3368  
 860-429-3315  
 860-429-3317  
 860-429-3341

## DIRECTORY

### BOARD OF EDUCATION

Central Office	Contact Person	Phone
Superintendent of Schools	Fred Baruzzi	860-429-3350
Superintendent RSD #19	Bruce Silva	860-487-1862
<b>Annie E. Vinton</b>		
Principal	Dr. James Palmer	860-423-3086
<b>E.O. Smith High School</b>		
Principal	Louis F. DeLoreto	860-487-0877 x2434
<b>Goodwin School</b>		
Principal	Debra Adamczyk	860-429-6316
<b>Mansfield Middle School</b>		
Principal	Thanh Nguyen	860-429-9341
<b>Southeast School</b>		
Principal	Norma Fisher-Doiron	860-423-1611

### TOWN OF MANSFIELD EMAIL ADDRESSES

Department	Email Address
Animal Control	ACO@mansfieldct.org
Building	BldgDept@mansfieldct.org
Downtown Partnership	vanZelmCA@mansfieldct.org
Eastern Highlands Health District	EHHD@mansfieldct.org
Emergency Management	OEM@mansfieldct.org
Facilities Management	HammonWD@mansfieldct.org
Finance	FinanceDept@mansfieldct.org
Fire and Emergency Services	FireDept@mansfieldct.org
Fire Marshal	FireMarshal@mansfieldct.org
Human Resources	HR@mansfieldct.org
Human Services	HumanServ@mansfieldct.org
Information Technology	ITdept@mansfieldct.org
Library	Mcdonoughlb@mansfieldct.org
Parks and Recreation	Parks&Rec@mansfieldct.org
Planning and Zoning	PlanZoneDept@mansfieldct.org
Public Works	PublicWorks@mansfieldct.org
Registrars of Voters	RegVoters@mansfieldct.org
Town Clerk	TownClerk@mansfieldct.org
Town Manager	TownMngr@mansfieldct.org
Youth Services	YouthServ@mansfieldct.org

### TOWN COUNCIL

Town Council Members	Party	Phone	Email
David Freudmann	R	860-429-0763	Davidf235@yahoo.com
Denise Keane	R	860-786-8147	DeniseKeane2009@gmail.com
Peter Kochenburger	D	860-487-9426	KochenburgerP@mansfieldct.org
Antonia Moran	D	860-429-0798	MoranT@mansfieldCT.org
Mayor Elizabeth Paterson	D	860-456-8553	PatersonE@MansfieldCT.org
Christopher Paulhus	R	860-487-5223	PaulhusCR@MansfieldCT.org
William Ryan	D	860-423-6643	RyanW@mansfieldCT.org
Carl Schaefer	D	860-423-9427	SchaeferC@MansfieldCT.org
Paul Shapiro	D	860-429-9595	ShapiroP@MansfieldCT.org

To reach the full Council, email [TownCouncil@mansfieldct.org](mailto:TownCouncil@mansfieldct.org)

## DIRECTORY

### JUSTICES OF THE PEACE

Name	Phone
Brian Ahern	860-429-5233
Larry Alan	860-477-0293
Stephen Bacon	860-487-1842
James Bell	860-455-0545
Kelly Chioine	860-933-2269
Andrea Epling	860-429-2702
Sharry Goldman	860-423-2381
Edward C. Hall	860-617-5399
Roswell G. Hall III	860-456-1027
April A. Holinko	860-429-4449
Carol Lewis	860-429-7882
Allan Maines	860-429-5050
James R. Mark	860-465-2788
Richard Meehan	860-429-6905
Joanne Nolan	860-456-1101
Joseph Pandolfo	860-423-2646
Doryann Plante	860-450-0696
Peter Plante	860-450-0696
Holly Rawson	860-429-5233
Chandler H. Rose	860-423-3700
Judith Ann Stein	860-487-0422

STATE OF CONNECTICUT  
DEPARTMENT OF PUBLIC HEALTH

Item #19

Jewel Mullen, M.D., M.P.H., M.P.A.  
Commissioner



Dannel P. Malloy  
Governor  
Nancy Wyman  
Lt. Governor

March 7, 2013

Matthew W. Hart, Town Manager  
Town of Mansfield  
4 South Eagleville Road  
Mansfield, CT 06268-2574

Dear Town Manager Hart:

On behalf of the Connecticut Department of Public Health and the American Heart Association, congratulations to your community for having met the renewal requirements of a designated HEARTSafe community.

This three-year re-designation, effective January 4, 2013, recognizes your community's continued commitment to provide improved cardiac response and care to the residents of your community utilizing the "Chain of Survival" of early 9-1-1 access, cardiopulmonary resuscitation, defibrillation and advanced care.

We commend you on your efforts to continue to save lives and improve the health of your community.

Sincerely,

A handwritten signature in cursive script, appearing to read "Jewel Mullen", with a long horizontal line extending to the right.

Jewel Mullen, M.D., M.P.H., M.P.A.  
Commissioner

Cc: Fran Raiola, Deputy Chief, Mansfield Fire & Emergency Services



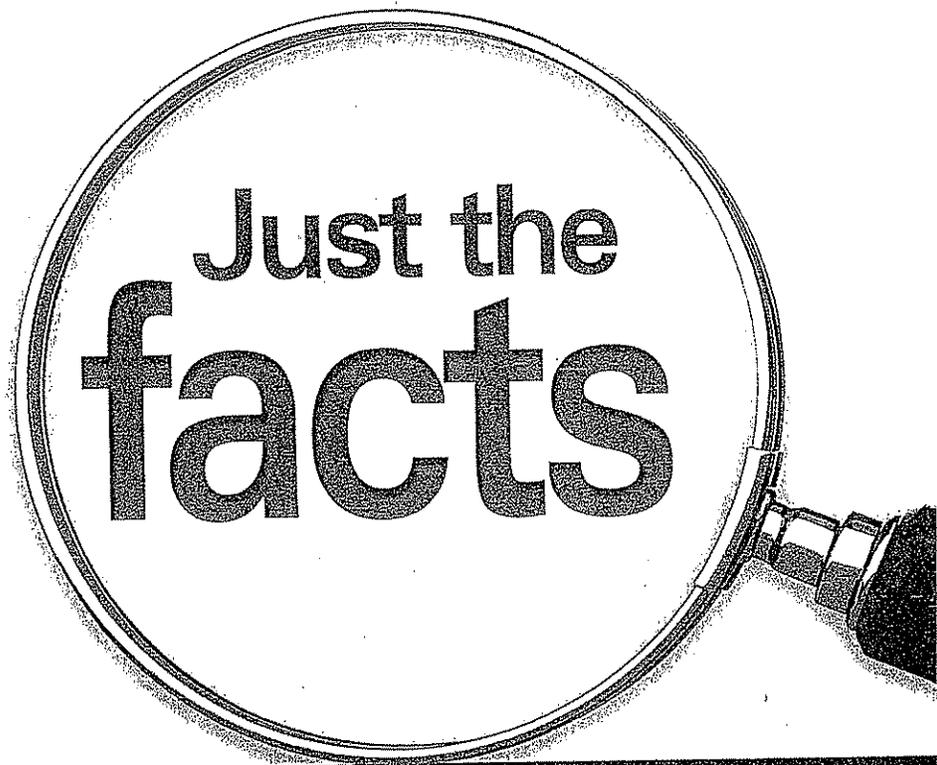
Phone: (860) 509-8000 • Fax: (860) 509-7184 • VP: (860) 899-1611  
410 Capitol Avenue, P.O. Box 34038  
Hartford, Connecticut 06134-0308  
[www.ct.gov/dph](http://www.ct.gov/dph)

Affirmative Action/Equal Opportunity Employer

PAGE  
BREAK

# 10-Point Municipal Leader Action Plan

## In Response to the Proposed State Budget



[ccm-ct.org](http://ccm-ct.org)

Feb 25, 2013

# **10-Point Municipal Leader Action Plan**

## ***In Response to the Proposed State Budget***

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Sample Press Release .....

Op-Ed.....

Governor's FY 2014 Proposed Budget:  
Impacts on Towns and Cities.....

Change in General Fund Revenue by Town From FY 13 to FY 14  
Under the Governor's Proposed State Budget .....

Estimated Revenues by Town from Property Tax on  
Motor Vehicles, FY 12 .....



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**If you have any questions, please contact Jim Finley ([jfinley@ccm-ct.org](mailto:jfinley@ccm-ct.org)); (203) 804-6895  
or Ron Thomas ([rthomas@ccm-ct.org](mailto:rthomas@ccm-ct.org)); (203) 430-5537.**

Just the

facts

✓ ccm-ct.org

# Introduction

CONNECTICUT CONFERENCE OF MUNICIPALITIES

As you are aware, the Governor's proposed state budget -- if enacted -- would raise property taxes, cut municipal services, and cause municipal employee layoffs.

*CCM is here to assist in helping you educate state policymakers and your residents and businesses about the local implications of the proposed state budget.*

*The goal is to convince state legislators to pass a modified state budget that protects municipal revenues, property taxpayers, and the quality of life in your community.*

*CCM has devised the 10-Point Municipal Leader Action Plan (see page 2) you can use to get the word out.*

## Background

The proposed state budget would:

- terminate nation-leading payments-in-lieu-of-taxes (PILOT) programs designed to partially reimburse host municipalities for the loss of revenue due to state-mandated property tax exemptions;
- collapse longstanding education assistance programs and use the funds for conditional aid;
- redirect at least \$86 million in non-education municipal aid to education and restrictive capital programs;
- eliminate over \$520 million in municipal car tax revenue under the guise of property tax reform; and
- fail to hold towns and cities truly harmless.

The Governor's budget proposal presents great challenges to municipalities. By eliminating 3 out of 4 payments-in-lieu-of-taxes (PILOT) programs, the proposed state budget would turn the clock back 40 years and terminate state funding responsibility for state-mandated property tax exemptions. It would immediately establish \$126 million in new unfunded state mandates, leaving other local property taxpayers and host municipalities holding the bag.

As persons charged with protecting the interest of property taxpayers, we urge you to educate your state legislators on the budget's impacts on your community.



If you have any questions, please contact (jfinley@ccm-ct.org) or  
Ron Thomas (rthomas@ccm-ct.org) at (203) 498-3000.

Just the

facts

✓ ccm-ct.org

# 10-Point Action Plan

CONNECTICUT CONFERENCE OF MUNICIPALITIES

## 10-Point Municipal Leader Action Plan Concerning the State Budget Proposal –

1. **Draft two or three municipal budget options** for public consumption: (1) a true hold-harmless state aid budget, (2) a budget that includes the Governor's general aid cuts [not including the car tax repeal proposal] and (3) a budget option that includes the Governor's general aid cuts, plus the car tax repeal.
2. **Prepare and distribute a press release** for your local daily and weekly newspaper, newsletter, local Patch and blogs. A sample press release is on the next page.
3. **Pen op-ed pieces for your local newspaper.** See page 4 for an op-ed piece from CCM Executive Director and CEO. If you have a column in a local newsletter, discuss the proposal's implications for your community.
4. **Invite your state legislators to attend a meeting** with your local legislative body to discuss the Governor's Proposed State Budget. Urge them to support a state budget that protects municipal revenue, residential and business property taxpayers, and the quality of life in your hometown. CCM staff will participate in the meeting if you'd like.
5. **Discuss the Proposed State Budget on your cable access show**, if you have one. CCM staff can participate in the show if you'd like.
6. **Speak about the Governor's Proposed State Budget when you talk to local service organizations** like the Rotary Club, Exchange Club, Kiwanis Club, as well as the local Chamber of Commerce – or with residents at the supermarket.
7. **Convene meetings with your local public employee unions.** Discuss the potential impacts on your community. Explore ways to work cooperatively to convince your state legislative delegation to modify the state budget as proposed.
8. **Add CCM's "Just the Facts" link** (containing CCM material on the budget) to your town/city website. Contact Kevin Maloney (kmaloney@ccm-ct.org) to get this done.
9. **Attend the March 15 special municipal hearing before the General Assembly's Appropriations Committee from 1 – 3 p.m. in Room 2C of the Legislative Office Building.** More details to follow.
10. **Maintain a "Just the Facts" approach for discussions with state policymakers and others**, keeping your message simple. The Governor's proposed state budget would (1) raise property taxes, (2) cut municipal services and/or (3) cause municipal employee layoffs. Be town-specific about the implications. Use the enclosed town-by-town numbers (see page 15) to assist you.

**CCM is here for you! Together we can turn this budget proposal around!**

For Immediate Release

Contact:

Your name, Your phone

Your town name seeks state legislators' help for a fair state budget

The Governor's proposed state budget – unless significantly changed by our state legislators – could result in a significant hike in property taxes, deep cuts in municipal services, and municipal employee layoffs in your town name.

Your town name could be faced with a mill rate increase, cuts in municipal services for and staff cutbacks in such critical areas as

The Governor's budget is a double whammy for towns.

First off, the proposed state budget would:

- Terminate our nation-leading payments-in-lieu-of-taxes (PILOT) programs designed to partially reimburse host municipalities for the loss of revenue due to state-mandated property tax exemptions;
Collapse longstanding education assistance programs and use the funds for conditional aid;
Redirect at least \$86 million in non-education municipal aid to education and restrictive capital programs;
Fail to hold towns and cities truly harmless from state aid cuts.

These cuts would result in your town name losing \$ in needed state aid.

And then to make matters worse:

Add the proposed loss of over \$520 million in car tax revenue, and homeowners, businesses and vital municipal services get hit again. The Governor proposes to eliminate the local property tax on most motor vehicles (those with assessed values of \$20,000 or less) beginning in FY 2015. The concentrated burden of the regressive property tax would then be shifted to homeowners and businesses in our community.

The car-tax proposal would result in your town name losing \$ in critical local revenues.

Your town name leaders are asking the General Assembly for help. Let's work together to develop a state budget that protects municipal revenues, residential and business property taxpayers, and the quality of life in our community.

## Municipalities Seek Legislative Help For a Fair State Budget

by James J. Finley, Jr., CCM Executive Director and CEO

**Just the facts:** The Governor's proposed state budget would raise property taxes, cut municipal services, and cause municipal employee layoffs.

The proposed state budget would:

- terminate nation-leading payments-in-lieu-of-taxes (PILOT) programs designed to partially reimburse host municipalities for the loss of revenue due to state-mandated property tax exemptions;
- collapse longstanding education assistance programs and use the funds for conditional aid;
- redirect at least \$86 million in non-education municipal aid to education and restrictive capital programs;
- eliminate over \$520 million in municipal car tax revenue under the guise of property tax reform; and
- fail to hold towns and cities truly harmless.

Towns and cities are looking to the General Assembly to modify the Governor's proposed state budget to protect municipal aid, property taxpayers and the quality of life in our communities.

Why, you may ask, is there such a disconnect between how the administration describes their budget proposal and the way it is viewed by mayors and first selectmen? The simple answer is that this budget proposal shifts critical municipal general aid that helps pay for the non-education side of local government to other purposes, including closing the state budget deficit.

Municipal aid dollars shifted to pay for chronic state underfunding of PreK-12 public education and restricted capital purposes cannot be used to pay for police officers, firefighters, and other municipal employees and services. Add the proposed loss of over \$520 million in car tax revenue, and homeowners, businesses and vital municipal services get shafted.

The Governor's proposed state budget would cut or eliminate:

1. **PILOT: State-Owned Property (-\$74 million):** This nation-leading PILOT program, enacted in 1969, is designed to partially reimburse host municipalities for the loss of property tax revenue due to the state-mandated property tax exemption on state-owned real property. The program would be erased from the statute books and the funding eventually folded into the Education Cost Sharing (ECS) grant.
2. **Mashantucket and Mohegan Fund (-\$56 million):** This seminal revenue-sharing program to provide local property relief, funded by a portion of Native American slot machine revenues, would be slashed.
3. **PILOT Manufacturing and Equipment (-\$48 million):** The assault on this PILOT program to partially reimburse host municipalities for state-mandated property tax exemptions on manufacturing equipment began last year with a proxy MME Transition grant. The proposed budget kills the program.
4. **Municipal Revenue Sharing Grant (-\$43 million):** Governor Malloy's groundbreaking new program to share

a portion of the increased state sales and state real estate conveyance taxes to provide local property tax relief is eliminated after only one year of existence.

5. **Public School Transportation Grant (-\$25 million):** This grant program to assist municipalities in paying for public school transportation is eliminated.
6. **PILOT DECD (-\$2.2 million):** This PILOT program to partially reimburse municipalities for revenue lost from state-mandated property tax exemptions on developments operated by housing authorities would be eliminated.
7. **Priority School District Grant (-\$76 million):** Funding for this program that helps our poorest school districts would be slashed by 62%.
8. **Motor Vehicle Property Taxes (-\$520 million in municipal revenue):** The Governor proposes to eliminate the local property tax on most motor vehicles (those with assessed values of \$20,000 or less) beginning in FY 15. The concentrated burden of the regressive property tax would then be shifted to homeowners and businesses.

The Governor's proposed state budget makes profound and negative changes to the state-local funding partnership. It substitutes state priorities for those of local government. It substitutes state micromanagement for municipal flexibility. It disproportionately hurts our poorest towns and cities.

By eliminating 3 out of 4 payments-in-lieu-of-taxes (PILOT) programs, the proposed state budget would turn the clock back 40 years and terminate state funding responsibility for state-mandated property tax exemptions. It would immediately establish \$126 million in new unfunded state mandates, leaving other local property taxpayers and host municipalities holding the bag.

While the proposed state budget increases bond funding for the Town Aid Road Grant (+\$30 million) and Local Capital Improvement Programs (+\$56 million; expands permissive uses and allows reimbursement retroactively for FY 13 expenses), and increases conditional education aid to our 30 lowest performing school districts, the bottom line is that towns and cities are losing at least \$86 million in general municipal aid and would suffer a devastating loss in car tax revenue.

Today, 62 cents out of every local property tax dollar goes to pay for PreK-12 public education. The State is underfunding the Education Cost Sharing Grant by over \$720 million dollars. In most communities, the education portion of the municipal budget exceeds 70%. Funding education has long been a municipal priority, to the detriment of non-education services. It's had to be because the State has chronically underfunded it.

The non-education side of municipal budgets has actually shrunk in real dollar terms over the last decade as towns and cities have diverted precious resources to pay for increasing education costs. Forty years of litigation have underscored the fact that the State has repeatedly failed to meet its state constitutional responsibility to adequately fund PreK-12 public education. The proposed state budget pays for increased, targeted education funding by eliminating PILOT reimbursements, state revenue sharing, other general municipal aid and diverting or cutting categorical education programs.

However well-intended, the proposed state budget would abandon and shift many state funding commitments to towns and cities. It will force mayors and first selectmen to raise already high property taxes, make additional cuts to municipal services, and lay off more municipal employees.

Cities and towns are asking the General Assembly for help. Let's work together to develop a state budget that protects municipal revenues, residential and business property taxpayers, and the quality of life in Hometown Connecticut.

# Governor's FY2014 Proposed Budget: Impacts on Towns and Cities

## Impact on Municipalities: Overview

On February 6, 2013, Governor Malloy proposed his FY2014 state budget. The budget calls for combined General Fund and Transportation Fund expenditures of \$21.4 billion. This equates to an increase of \$1.2 billion (5.8%) over the current budget and a projected 9.7 percent increase over the biennium.

Overall, municipal aid would be increased by \$46.1 million (1.5%) in FY2014 versus FY2012. The budget includes a \$139.5 million (5.3%) increase in education funding for FY2014, compared to the current year. Non-education funding would be decreased by \$93.4 million (-20.6%).

## Education Grants

The budget includes education grants totaling \$2.76 billion in FY2014. Below are changes to statewide totals for major education grant programs.

- **Adult Education:** \$21.0 million (increase of \$8,225)
- **Education Cost Sharing:** \$21.4 billion (increase of \$132.6 million)
- **Excess Cost-Student Based:** \$139.8 million (no change)
- **Magnet Schools:** \$270.4 million in FY2012 (increase of \$28.1 million)
- **Non-Public School Transportation:** \$3.6 million (no change)
- **Public School Transportation:** \$5.0 million (decrease of \$19.9 million)
- **Priority School Districts:** \$46.1 million (shift of \$75.8 million to new Office of Early Childhood)
- **Vocational Agriculture:** \$6,485,565 (increase of \$1.4 million)

## ECS and PILOT: State-Owned Property

ECS grants would be increased by a total of \$132.6 million (6.6%) in FY2014. This change includes a \$50.8 million increase in the ECS grant that will be based on a new formula. The following are changes to the formula.

- The foundation is increased from \$9,867 to \$11,754.
- Free and Reduced Priced Lunch (FRPL) eligibility will replace Title I as a poverty measure and be weighted at 30 percent.
- Limited English Proficient (LEP) students are eliminated.

- The minimum aid ratio is reduced from 9 percent to 2 percent. The minimum aid ratio for Alliance Districts is 10 percent.
- Household income data will be replaced by more current data. Census Bureau per capita Income (PCI) and median household income (MHI) is replaced by MHI produced and updated annually through the Department of Economic and Community Development.

In addition, \$73.6 million of the increased ECS funding would come from the elimination of the PILOT: State-Owned Property grant. The grant, established in 1969, would be eliminated from statute. The FY2013 grant amount that each municipality received would be paid as an additional ECS grant in FY2014. This portion of the ECS grant (equal to the dollar amount lost in the PILOT: State-Owned Property) can be used to supplant the municipal appropriation to boards of education, or other purposes, and will not be subject to the Minimum Budget Requirement (MBR) in FY 14.

OPM Secretary Ben Barnes told the Education Committee that it is the administration's intent after FY 14 to eliminate the PILOT program and fold the funding into the ECS grant.

The balance of the ECS increase would go toward funding for charter schools.

Alliance Districts would have to apply for their ECS increases (aside from the PILOT amount) in the same manner in which they did in FY2013.

### **Other Education Funding**

The Transportation of Public School Children grant (\$24.9 million) would be eliminated and replaced with an incentive program that distributes \$5.0 million statewide to districts that have regional transportation plans and apply for funding.

Funding of \$75.8 million for Priority School District grants would be eliminated and shifted to a School Readiness & Quality Enhancement grant in the new Office of Early Childhood in FY2014.

### **Minimum Budget Requirement**

Municipalities must budget at least the same amount for education for FY2014 as they did for FY2013. Reductions up to 0.5% of the budgeted appropriation are allowed for any of the following, though a district may select only one option.

- Lower enrollment (reduction of \$3,000 per student) or permanently closing a school.
- Documented cost savings resulting from regional efficiencies.
- A district with no high school paying for fewer students to attend high school outside the district - reduction of its budgeted appropriation by the full amount of its lowered tuition payments.

*Please see the Appendix A (page 11) for information on additional education grants.*

## Non-Education Grants

Non-education grants would total \$359.1 million in FY2014, a decrease of \$93.4 million from FY2013. Within that decrease are significant changes and, in some cases, elimination of grants. Below are changes to statewide totals for major non-education grant programs.

- **Pequot-Mohegan Fund:** \$0.0 (\$56.4 in funding eliminated)
- **PILOT State-Owned Property:** \$0.0 (shift of \$74 million in funding to ECS and program eliminated from statute)
- **PILOT: MME/Manufacturing Transition Grant:** \$0.0 (\$48 million in funding eliminated)
- **Municipal Revenue Sharing Bonus Pool:** \$0.0 million (\$47 million in funding eliminated)
- **PILOT DECD:** \$0.0 (\$2.2 million in funding eliminated)
- **DECD Tax Abatement:** \$0.0 (\$1.7 million in funding eliminated)
- **PILOT Colleges & Hospitals:** \$115.4 million each year (no change)
- **LoCIP:** \$86.4 million (increase of \$56.4 million in bond funding)
- **Town Aid Road:** \$60.0 million (increase of \$30.0 million, bond-funded through the Special Transportation Fund)

### Pequot-Mohegan Grant and Local Capital Improvement (LoCIP) Program

The Pequot-Mohegan Fund is reduced from \$61.8 million to \$5.4 million. These funds will be distributed to the following:

- The five municipalities near the casinos (Ledyard, Montville, North Stonington, Norwich and Preston);
- Municipalities in the Southeastern Connecticut Regional Council of Governments;
- And distressed municipalities in either the Northeastern Connecticut or Windham Regional Councils of Government.

The balance, \$56.4 million, will go into the General Fund. A total of \$56.4 million in bond funding will be added to the LoCIP grant, and the allowable uses for LoCIP will be expanded to include the following.

- Bikeways and greenways
- Technology upgrades, including those for public access like e-portals, kiosks, etc.
- Land acquisition, including open space and costs involved in making land available for public uses
- Technology related to implementation of SDE's Common Core Curriculum standards
- Snow removal equipment (for FY2014 and FY2015 only)
- Improvements to public safety other than operations (for FY2014 and FY2015 only)

- Regional cooperation, other than operations and equipment that can't be expected to last 20 years (for FY2014 and FY2015 only).
- Security upgrades for municipal buildings and schools (added in December special session)

The proposal also allows municipalities that have made capital expenditures in FY13 to apply for retroactive LoCIP reimbursement for such expenditures.

### Municipal Aid Adjustment

Funding of \$47.2 million is provided for a new grant called the Municipal Aid Adjustment Grant/Hold Harmless. This grant would be provided to hold towns and cities harmless overall from changes to municipal aid.

*Please note that while the intent is that municipalities are held harmless, the shift in aid will impact uses of funds and result in losses of at least \$86 million in general-fund revenues to municipalities. This is particularly true of LoCIP and TAR funds, which are restricted to capital-specific projects and may not be included in general-fund revenues.*

*Please see the Appendix A (page 12) for information on additional non-education grants.*

## Other Programs and Funding

Below is the proposed funding for several programs.

- STEAP grants are funded at \$20 million in FY2014, the same as FY2013.
- **Urban Act** grants are funded at \$50 million in FY2014, the same as FY2013.
- The **Regional Performance Incentive Program** is funded \$9.2 million in FY2014, an increase in funding of \$600,000 from FY2013.
- Bond funding for **school construction** are \$511.3 million in FY2014, a decrease of \$81.0 million from FY2013.
- General obligation bonds for the **Clean Water Fund** will total \$67 million in FY2014 compared to \$94 million in FY2013. Revenue bonds for the Fund will be increased to \$380.4 million in FY2014 from \$238.4 million in FY2013.
- The **Local Bridge Fund** would receive funding of \$15 million and will change from loans to grants.
- The budget provides \$10 million for **Open Space Acquisition** grants and another \$10 million for the **Recreation and Natural Heritage Trust** program.
- There is an additional \$45 million for the **Local Transportation Capital Program**. This provides state bond funds in lieu of federal transportation dollars for which local governments now apply through the Department of Transportation. The new grants would match the anticipated level of federal funding, which would then be used for the State's own program.

## Motor Vehicle Property Taxes

The Governor proposes eliminating the motor vehicle property tax on vehicles assessed at \$20,000 (full value of \$28,571 or less), except for rental cars, beginning in FY15. Projected municipal revenue loss is expected to exceed \$520 million. Beginning July 1, 2013, municipalities would have the option of enacting the exemption. Beginning July 1, 2014, towns would be required to implement the exemption. This exemption is estimated to result in lost revenue of at least \$520 million to municipalities.

## Property Revaluation

To ease the implementation of the proposed motor vehicle tax exemption, the proposed budget would allow municipalities scheduled to conduct a revaluation on the October 1, 2014 or October 1, 2015 grand lists to advance conducting their revaluations to the October 1, 2013 grand list, without adjusting their statutory schedules.

## Expanded Rescission Authority

The Governor seeks expanded rescission authority to include 5 percent in unilateral cuts to "municipal aid." H.B. 6533 (Section 1, b, c, and e) would repeal "aid to municipalities" exemption from rescission authority.

Please see Appendix B (page 13) for rescissions and mid-year cuts that would continue going forward under the Governor's proposed state budget.

# APPENDIX A: Breakdown of Municipal Grants

## Under Governor's Proposed FY2014 Budget

### Total Education and Non-Education Grants

	Current Year FY2013	Proposed FY2014	Proposed FY2014 v. FY2013	
			Change:	
			\$	%
Education and Non-Education Aid	\$3,072,875,289	\$3,118,986,073	\$46,110,784	1.5%

### Education Grants

	Current Year FY2013	Proposed FY2014	Proposed FY2014 v. FY2013	
			Change:	
			\$	%
Adult Education	\$21,025,690	\$21,033,915	\$8,225	0.0%
After School Program	\$4,500,000	\$0	-\$4,500,000	-100.0%
Bilingual Education	\$1,916,130	\$1,916,130	\$0	0.0%
Education Cost Sharing	\$2,007,594,057	\$2,140,230,922	\$132,636,865	6.6%
Excess Cost - Student Based	\$139,805,731	\$139,805,731	\$0	0.0%
Health Serv for Pupils Private Schools	\$4,297,500	\$4,297,500	\$0	0.0%
Interdistrict Cooperation	\$10,131,935	\$4,346,369	-\$5,785,566	-57.1%
Magnet Schools	\$242,361,711	\$270,449,020	\$28,087,309	11.6%
Non-Public School Transportation	\$3,595,500	\$3,595,500	\$0	0.0%
OPEN Choice Program	\$22,090,956	\$35,018,594	\$12,927,638	58.5%
Priority School Districts	\$121,875,581	\$46,057,206	-\$75,818,375	-62.2%
School Breakfast Program	\$2,220,303	\$2,300,041	\$79,738	3.6%
School Readiness Quality Enhancement	\$4,100,678	\$0	-\$4,100,678	-100.0%
School Readiness and Quality Enhancement	\$0	\$75,867,825	\$75,867,825	--
School to Work Opportunities	\$213,750	\$213,750	\$0	0.0%
Transportation of School Children	\$24,884,748	\$5,000,000	-\$19,884,748	-79.9%
Vocational Agriculture	\$6,485,565	\$6,485,565	\$0	0.0%
Young Parents Program	\$229,330	\$229,330	\$0	0.0%
Youth Service Bureaus	\$2,989,268	\$2,989,268	\$0	0.0%
<b>Total Education Grants</b>	<b>\$2,620,318,433</b>	<b>\$2,759,836,666</b>	<b>\$139,518,233</b>	<b>5.3%</b>

### Non-Education Grants

	Current Year FY2013	Proposed FY2014	Proposed FY2014 v. FY2013	
			Change:	
			\$	%
Community Services	\$87,707	\$0	-\$87,707	-100.0%
DECD Payment in Lieu of Taxes	\$2,204,000	\$0	-\$2,204,000	-100.0%
DECD Tax Abatement	\$1,704,890	\$0	-\$1,704,890	-100.0%
Distressed Municipalities	\$5,800,000	\$5,800,000	\$0	0.0%
Housing/Homeless Services	\$637,212	\$0	-\$637,212	-100.0%
Human Resource Development- Hispanic Pgms	\$5,337	\$0	-\$5,337	-100.0%
Local Capital Improvement Program	\$30,000,000	\$86,429,907	\$56,429,907	188.1%
Local & District Departments of Health	\$4,662,487	\$4,676,836	\$14,349	0.3%
Manufacturing Transition Grant	\$47,616,194	\$0	-\$47,616,194	-100.0%
Municipal Aid Adjustment/Hold Harmless	\$0	\$47,221,132	\$47,221,132	--
Municipal Revenue Sharing Bonus Pool	\$42,791,162	\$0	-\$42,791,162	-100.0%
Pequot-Mohegan Fund	\$61,779,907	\$5,350,000	-\$56,429,907	-91.3%
PILOT: Colleges & Hospitals	\$115,431,737	\$115,431,737	\$0	0.0%
PILOT: State-Owned Property	\$73,641,646	\$0	-\$73,641,646	-100.0%
Prop Tax Relief Elderly Circuit Breaker	\$20,505,900	\$20,505,900	\$0	0.0%
Prop Tax Relief Elderly Freeze Program	\$390,000	\$390,000	\$0	0.0%
Property Tax Relief for Veterans	\$2,970,098	\$2,970,098	\$0	0.0%
Reimb Property Tax-Disability Exempt	\$400,000	\$400,000	\$0	0.0%
Services to the Elderly	\$44,629	\$0	-\$44,629	-100.0%
School Based Health Clinics	\$11,543,438	\$9,973,797	-\$1,569,641	-13.6%
Teen Pregnancy Prevention	\$144,321	\$0	-\$144,321	-100.0%
Town Aid Road	\$30,000,000	\$60,000,000	\$30,000,000	100.0%
Venereal Disease Control	\$196,191	\$0	-\$196,191	-100.0%
<b>Total Non-Education Grants</b>	<b>\$452,556,856</b>	<b>\$359,149,407</b>	<b>-\$93,407,449</b>	<b>-20.6%</b>

## Appendix B: Municipal Aid Cut \$21.6 Million In Mid-Year

In December 2012, to help fill a \$415 million budget hole, the General Assembly voted to cut municipal aid -- mid-year -- by \$17.3 million. These cuts come on top of the Governor's \$4.3 million in rescissions to municipal aid.

Some legislative leaders argued — as did the Governor — that “statutory” aid to municipalities was not cut. Semantics were used. Cuts were made in competitive grant programs, and programs for which specific towns and cities were eligible. See program cuts below:

Program	Governor's Rescission	Deficit <sup>1</sup> Mitigation	Total Cuts
Prop Tax Relief Elderly Freeze Program	\$19,500	\$0	\$19,500
DECD Tax Abatement	\$85,244	\$175,000	\$260,244
DECD PILOT	\$110,200	\$220,400	\$330,600
Venereal Disease Control	\$9,809	\$0	\$9,809
School Based Health Clinics	\$577,171	\$0	\$577,171
Human Resource Development- Hispanic Pgms	\$266	\$0	\$266
Teen Pregnancy Prevention	\$7,216	\$0	\$7,216
Services to the Elderly	\$2,231	\$0	\$2,231
Housing/Homeless Services	\$31,860	\$0	\$31,860
Community Services	\$4,385	\$0	\$4,385
ECS/Charter Schools <sup>2</sup>	\$0	\$2,000,000	\$2,000,000
Priority School Districts	\$1,000,000	\$0	\$1,000,000
Magnet Schools	\$2,000,000	\$2,550,000	\$4,550,000
After School Program	\$225,000	\$225,000	\$450,000
School Readiness Quality Enhancement	\$205,033	\$0	\$205,033
Interdistrict Cooperation	\$0	\$1,000,000	\$1,000,000
Regional Performance Incentive Program <sup>3</sup>	\$0	\$7,500,000	\$7,500,000
Regional Planning Agencies	\$0	\$100,000	\$100,000
Municipal Video Competition Trust Account <sup>4</sup>	\$0	\$3,500,000	\$3,500,000
<b>TOTAL</b>	<b>\$4,277,915</b>	<b>\$17,270,400</b>	<b>\$21,548,315</b>

<sup>1</sup> H.B. 7001

<sup>2</sup> The cut impacts charter school grants only.

<sup>3</sup> New funding was provided for this program through revenue sharing.

<sup>4</sup> The amount of the cut may be lower due to actual deposits into the account.

Notes: Please see town-by-town impact of DECD grant cuts on the following page.  
H.B. 7001 also extends the interdistrict magnet school tuition requirement and related provisions to pre-kindergarten.

## Loss of DECD Grants by Town

DECD PILOT	FY13		DECD Abatement	FY13	
	Amount	Reduction		Amount	Reduction
Bristol	\$81,997	\$12,300	Ansonia	\$10,060	\$1,536
Danbury	\$170,472	\$25,571	Bethel	\$33,870	\$5,170
Darien	\$74,941	\$11,241	Bloomfield	\$43,595	\$6,655
East Hartford	\$48,602	\$7,290	Bridgeport	\$123,407	\$18,838
Enfield	\$132,967	\$19,945	Danbury	\$12,296	\$1,877
Greenwich	\$76,221	\$11,433	Granby	\$9,688	\$1,479
Hartford	\$255,602	\$38,340	Hartford	\$493,930	\$75,398
Mansfield	\$13,731	\$2,060	Kent	\$5,118	\$781
Meriden	\$127,287	\$19,093	Middletown	\$67,255	\$10,266
Middletown	\$125,434	\$18,815	New Britain	\$28,169	\$4,300
New Britain	\$218,485	\$32,773	New Haven	\$322,770	\$49,271
New Canaan	\$9,691	\$1,454	Norwalk	\$39,566	\$6,040
New London	\$107,420	\$16,113	Stamford	\$321,335	\$49,052
Norwich	\$139,597	\$20,940	Waterbury	\$193,831	\$29,588
Ridgefield	\$18,962	\$2,844	TOTAL	\$1,704,890	\$260,251
Seymour	\$67,688	\$10,153			
Sharon	\$7,710	\$1,157			
Stamford	\$372,683	\$55,902			
Stratford	\$54,079	\$8,112			
Westport	\$22,615	\$3,392			
Wethersfield	\$16,188	\$2,428			
Windham	\$61,628	\$9,244			
TOTAL	\$2,204,000	\$330,600			

## CHANGE IN GENERAL FUND REVENUE FROM FY13 TO FY14 UNDER THE GOVERNOR'S PROPOSED BUDGET

By Town	
Town	Change in GF Revenue
Andover	(\$57,681)
Ansonia*	(\$355,167)
Ashford	(\$140,303)
Avon	(\$171,018)
Barkhamsted	(\$93,566)
Beacon Falls	(\$118,991)
Berlin	(\$214,629)
Bethany	(\$123,715)
Bethel	(\$206,683)
Bethlehem	(\$47,118)
Bloomfield*	(\$659,237)
Bolton	(\$116,249)
Bozrah	(\$104,571)
Branford	(\$261,053)
Bridgeport*	(\$6,743,602)
Bridgewater	(\$18,482)
Bristol*	(\$941,987)
Brookfield	(\$173,646)
Brooklyn	(\$335,301)
Burlington	(\$103,911)
Canaan	(\$32,533)
Canterbury	(\$146,490)
Canton	(\$134,556)
Chaplin	(\$143,350)
Cheshire	(\$2,214,852)
Chester	(\$105,742)
Clinton	(\$174,011)
Colchester	(\$237,174)
Colebrook	(\$23,762)
Columbia	(\$122,614)

By Amount	
Town	Change in GF Revenue
Hartford*	(\$6,943,817)
Bridgeport*	(\$6,743,602)
New Haven*	(\$6,143,498)
Waterbury*	(\$4,748,429)
New Britain*	(\$3,491,490)
Suffield	(\$2,815,876)
Middletown*	(\$2,401,455)
Cheshire	(\$2,214,852)
Danbury*	(\$2,067,395)
Stamford*	(\$1,808,898)
New London*	(\$1,777,120)
Somers	(\$1,675,894)
Hamden*	(\$1,562,363)
Enfield	(\$1,490,435)
Groton (Town of)	(\$1,380,957)
Norwalk*	(\$1,311,331)
West Haven*	(\$1,306,360)
Norwich*	(\$1,231,447)
East Hartford*	(\$1,154,601)
Newtown	(\$1,048,782)
Meriden*	(\$997,731)
Montville	(\$968,061)
Manchester*	(\$946,577)
Bristol*	(\$941,987)
Windham*	(\$940,167)
Windsor Locks*	(\$749,464)
Milford	(\$690,275)
Bloomfield*	(\$659,237)
Fairfield	(\$654,889)
West Hartford	(\$587,942)

**CHANGE IN GENERAL FUND REVENUE FROM FY13 TO FY14  
UNDER THE GOVERNOR'S PROPOSED BUDGET (continued)**

By Town	
Town	Change in GF Revenue
Cornwall	(\$15,827)
Coventry	(\$196,399)
Cromwell	(\$183,942)
Danbury*	(\$2,067,395)
Darien	(\$173,983)
Deep River	(\$113,559)
Derby*	(\$309,418)
Durham	(\$134,169)
East Granby	(\$116,341)
East Haddam	(\$167,973)
East Hampton	(\$223,617)
East Hartford*	(\$1,154,601)
East Haven*	(\$283,204)
East Lyme	(\$447,547)
East Windsor*	(\$155,438)
Eastford	(\$96,640)
Easton	(\$58,728)
Ellington	(\$223,430)
Enfield	(\$1,490,435)
Essex	(\$115,447)
Fairfield	(\$654,889)
Farmington	(\$218,024)
Franklin	(\$60,611)
Glastonbury	(\$272,960)
Goshen	(\$31,374)
Granby	(\$157,459)
Greenwich	(\$477,635)
Griswold	(\$184,198)
Groton (Town of)	(\$1,380,957)
Guilford	(\$211,910)

By Amount	
Town	Change in GF Revenue
Torrington	(\$512,422)
Windsor*	(\$509,026)
Greenwich	(\$477,635)
Stratford	(\$461,264)
Rocky Hill	(\$451,813)
Mansfield	(\$451,594)
Newington	(\$448,613)
East Lyme	(\$447,547)
Wallingford	(\$445,377)
Wethersfield	(\$420,124)
Southington	(\$412,541)
Preston	(\$371,337)
New Milford	(\$368,544)
Ansonia*	(\$355,167)
North Haven	(\$338,574)
Brooklyn	(\$335,301)
Shelton	(\$324,516)
Derby*	(\$309,418)
Stafford	(\$297,634)
Plainfield	(\$296,650)
Trumbull	(\$283,219)
East Haven*	(\$283,204)
Glastonbury	(\$272,960)
Watertown	(\$262,211)
Branford	(\$261,053)
Naugatuck*	(\$257,887)
South Windsor	(\$247,680)
Plainville	(\$243,346)
Colchester	(\$237,174)
Seymour	(\$226,244)

**CHANGE IN GENERAL FUND REVENUE FROM FY13 TO FY14  
UNDER THE GOVERNOR'S PROPOSED BUDGET (continued)**

By Town	
Town	Change in GF Revenue
Haddam	(\$65,460)
Hamden*	(\$1,562,363)
Hampton	(\$53,395)
Hartford*	(\$6,943,817)
Hartland	(\$55,987)
Harwinton	(\$72,986)
Hebron	(\$152,344)
Kent	(\$33,641)
Killingly*	(\$165,143)
Killingworth	(\$70,730)
Lebanon	(\$190,052)
Ledyard	(\$216,858)
Lisbon	(\$113,090)
Litchfield	(\$105,120)
Lyme	(\$22,408)
Madison	(\$164,911)
Manchester*	(\$946,577)
Mansfield	(\$451,594)
Marlborough	(\$86,883)
Meriden*	(\$997,731)
Middlebury	(\$125,083)
Middlefield	(\$118,177)
Middletown*	(\$2,401,455)
Milford	(\$690,275)
Monroe	(\$208,781)
Montville	(\$968,061)
Morris	(\$30,173)
Naugatuck*	(\$257,887)
New Britain*	(\$3,491,490)
New Canaan	(\$127,447)

By Amount	
Town	Change in GF Revenue
East Hampton	(\$223,617)
Ellington	(\$223,430)
Woodstock	(\$223,024)
Wolcott	(\$222,125)
Farmington	(\$218,024)
Ledyard	(\$216,858)
Tolland	(\$215,413)
Berlin	(\$214,629)
Simsbury	(\$213,208)
Guilford	(\$211,910)
Monroe	(\$208,781)
Plymouth	(\$206,956)
Bethel	(\$206,683)
Ridgefield	(\$203,592)
Waterford	(\$202,994)
Westport	(\$202,139)
Thompson	(\$199,073)
Coventry	(\$196,399)
Lebanon	(\$190,052)
North Branford	(\$184,958)
Griswold	(\$184,198)
Cromwell	(\$183,942)
Stonington	(\$182,551)
Orange	(\$180,976)
Clinton	(\$174,011)
Darien	(\$173,983)
Brookfield	(\$173,646)
Avon	(\$171,018)
Oxford	(\$170,115)
Voluntown	(\$168,047)

**CHANGE IN GENERAL FUND REVENUE FROM FY13 TO FY14  
UNDER THE GOVERNOR'S PROPOSED BUDGET (continued)**

By Town	
Town	Change in GF Revenue
New Hartford	(\$156,501)
New Haven*	(\$6,143,498)
New London*	(\$1,777,120)
New Milford	(\$368,544)
Newington	(\$448,613)
Newtown	(\$1,048,782)
Norfolk	(\$36,026)
North Branford	(\$184,958)
North Canaan	(\$118,907)
North Haven	(\$338,574)
North Stonington	(\$128,477)
Norwalk*	(\$1,311,331)
Norwich*	(\$1,231,447)
Old Lyme	(\$68,136)
Old Saybrook	(\$127,146)
Orange	(\$180,976)
Oxford	(\$170,115)
Plainfield	(\$296,650)
Plainville	(\$243,346)
Plymouth	(\$206,956)
Pomfret	(\$130,301)
Portland	(\$154,693)
Preston	(\$371,337)
Prospect	(\$154,348)
Putnam*	(\$163,287)
Redding	(\$69,228)
Ridgefield	(\$203,592)
Rocky Hill	(\$451,813)

By Amount	
Town	Change in GF Revenue
Wilton	(\$165,145)
Killingly*	(\$165,143)
Madison	(\$164,911)
Putnam*	(\$163,287)
New Fairfield	(\$160,670)
Granby	(\$157,459)
New Hartford	(\$156,501)
East Windsor*	(\$155,438)
Portland	(\$154,693)
Prospect	(\$154,348)
Thomaston	(\$153,751)
Hebron	(\$152,344)
Vernon*	(\$147,924)
Canterbury	(\$146,490)
Chaplin	(\$143,350)
Willington	(\$142,486)
Ashford	(\$140,303)
Canton	(\$134,556)
Durham	(\$134,169)
Sterling	(\$130,650)
Pomfret	(\$130,301)
North Stonington	(\$128,477)
New Canaan	(\$127,447)
Old Saybrook	(\$127,146)
Middlebury	(\$125,083)
Bethany	(\$123,715)
Westbrook	(\$123,519)
Southbury	(\$122,935)

**CHANGE IN GENERAL FUND REVENUE FROM FY13 TO FY14  
UNDER THE GOVERNOR'S PROPOSED BUDGET (continued)**

By Town	
Town	Change in GF Revenue
Salem	(\$111,328)
Salisbury	(\$32,879)
Scotland	(\$61,763)
Seymour	(\$226,244)
Sharon	(\$28,957)
Shelton	(\$324,516)
Sherman	(\$36,815)
Simsbury	(\$213,208)
Somers	(\$1,675,894)
South Windsor	(\$247,680)
Southbury	(\$122,935)
Southington	(\$412,541)
Sprague	(\$101,814)
Stafford	(\$297,634)
Stamford*	(\$1,808,898)
Sterling	(\$130,650)
Stonington	(\$182,551)
Stratford	(\$461,264)
Suffield	(\$2,815,876)
Thomaston	(\$153,751)
Thompson	(\$199,073)
Tolland	(\$215,413)
Torrington	(\$512,422)
Trumbull	(\$283,219)
Union	(\$43,952)
Vernon*	(\$147,924)
Voluntown	(\$168,047)
Wallingford	(\$445,377)
Warren	(\$16,821)
Washington	(\$30,533)

By Amount	
Town	Change in GF Revenue
Beacon Falls	(\$118,991)
North Canaan	(\$118,907)
Middlefield	(\$118,177)
East Granby	(\$116,341)
Bolton	(\$116,249)
Essex	(\$115,447)
Deep River	(\$113,559)
Lisbon	(\$113,090)
Salem	(\$111,328)
Chester	(\$105,742)
Litchfield	(\$105,120)
Bozrah	(\$104,571)
Burlington	(\$103,911)
Woodbury	(\$102,666)
Sprague	(\$101,814)
Woodbridge	(\$98,336)
Eastford	(\$96,640)
Barkhamsted	(\$93,566)
Marlborough	(\$86,883)
Harwinton	(\$72,986)
Killingworth	(\$70,730)
Weston	(\$70,481)
Redding	(\$69,228)
Old Lyme	(\$68,136)
Haddam	(\$65,460)
Scotland	(\$61,763)
Franklin	(\$60,611)
Easton	(\$58,728)
Andover	(\$57,681)
Hartland	(\$55,987)

## CHANGE IN GENERAL FUND REVENUE FROM FY13 TO FY14 UNDER THE GOVERNOR'S PROPOSED BUDGET (continued)

By Town	
Town	Change in GF Revenue
Waterford	(\$202,994)
Watertown	(\$262,211)
West Hartford	(\$587,942)
West Haven*	(\$1,306,360)
Westbrook	(\$123,519)
Weston	(\$70,481)
Westport	(\$202,139)
Wethersfield	(\$420,124)
Willington	(\$142,486)
Wilton	(\$165,145)
Winchester*	(\$49,017)
Windham*	(\$940,167)
Windsor*	(\$509,026)
Windsor Locks*	(\$749,464)
Wolcott	(\$222,125)
Woodbridge	(\$98,336)
Woodbury	(\$102,666)
Woodstock	(\$223,024)
Total	(\$85,691,892)

By Amount	
Town	Change in GF Revenue
Winchester*	(\$49,017)
Bethlehem	(\$47,118)
Union	(\$43,952)
Sherman	(\$36,815)
Norfolk	(\$36,026)
Kent	(\$33,641)
Salisbury	(\$32,879)
Canaan	(\$32,533)
Goshen	(\$31,374)
Washington	(\$30,533)
Morris	(\$30,173)
Sharon	(\$28,957)
Colebrook	(\$23,762)
Lyme	(\$22,408)
Roxbury	(\$20,864)
Bridgewater	(\$18,482)
Warren	(\$16,821)
Cornwall	(\$15,827)
Total	(\$85,691,892)

Source: CCM Calculations

\*Alliance District

### Notes

- The Governor has stated that, despite the changes to municipal aid, his budget proposal will hold all municipalities harmless. This means the total revenue provided through the 13 grants listed in bullet number 2 below, in addition to revenue from ECS increases to Alliance Districts, LoCIP, and Town Aid Road (TAR). For CCM's analysis, however, the conditional-funding increases to Alliance Districts are not included since those revenues are not general fund revenues and go directly to boards of education. Similarly, LoCIP and TAR are restricted to capital-specific projects and other uses and are not included in general fund revenues.

## CHANGE IN GENERAL FUND REVENUE FROM FY13 TO FY14 UNDER THE GOVERNOR'S PROPOSED BUDGET *(continued)*

2. For these purposes, general fund revenue is considered to include the following:
  - PILOT: State-Owned Real Property
  - PILOT: Private Colleges & Hospitals
  - Mashantucket Pequot & Mohegan Grant
  - Public School Pupil Transportation
  - Non-Public School Transportation
  - Adult Education
  - Education Cost Sharing Grant
  - Priority School Districts
  - DECD/DOH: Tax Abatement
  - DECD/DOH: PILOT
  - Manufacturing Transition Grant
  - Municipal Revenue Sharing Bonus Pool
  - Hold Harmless Grant
3. The Governor's FY13 budget rescissions and the General Assembly's FY13 mid-year budget cuts would be continued into future years.
4. The PILOT: State-Owned Property grant, established in 1969, is eliminated from statute. The FY13 grant amount that each municipality received will be paid as an additional ECS grant in FY14. This portion of the ECS grant can be used to supplant the municipal appropriation to boards of education or for other purposes and will not be subject to the Minimum Budget Requirement in FY 14. OPM Secretary Barnes testified that the intent is to treat the PILOT funds as ECS funding after FY 14.
5. Governor seeks expanded rescission authority to include 5 percent in unilateral cuts to "municipal aid." H.B. 6533 (Section 1, b, c, and e) would repeal "aid to municipalities" exemption from rescission authority.
6. Governor proposes eliminating the motor vehicle property tax on vehicles assessed at \$20,000 (full value of \$28,571 or less), except for rental cars, beginning in FY15. Projected municipal revenue loss is expected to exceed \$520 million. Governor's proposal would make such property tax exemption available by local option in FY14 (S.B. 843, Section 17).

**ESTIMATED REVENUE FROM PROPERTY TAX ON MOTOR VEHICLES, FY12**

BY TOWN	
MUNICIPALITY	REVENUE
ANDOVER	\$644,451
ANSONIA	\$2,271,143
ASHFORD	\$702,989
AVON	\$4,042,858
BARKHAMSTED	\$643,310
BEACON FALLS	\$1,020,876
BERLIN	\$4,046,435
BETHANY	\$1,207,092
BETHEL	\$2,969,988
BETHLEHEM	\$651,102
BLOOMFIELD	\$4,494,519
BOLTON	\$1,083,728
BOZRAH	\$502,893
BRANFORD	\$5,002,030
BRIDGEPORT	\$15,437,091
BRIDGEWATER	\$273,388
BRISTOL	\$9,234,178
BROOKFIELD	\$2,602,984
BROOKLYN	\$1,089,502
BURLINGTON	\$1,991,377
CANAAN	\$174,640
CANTERBURY	\$749,849
CANTON	\$2,008,093
CHAPLIN	\$458,363
CHESHIRE	\$5,559,084
CHESTER	\$589,223
CLINTON	\$2,194,569
COLCHESTER	\$2,798,319
COLEBROOK	\$291,496
COLUMBIA	\$977,307
CORNWALL	\$167,745
COVENTRY	\$2,189,441

BY AMOUNT	
MUNICIPALITY	REVENUE
STAMFORD	\$20,867,689
HARTFORD	\$19,103,878
BRIDGEPORT	\$15,437,091
WATERBURY	\$15,091,618
WEST HARTFORD	\$15,069,021
NEW HAVEN	\$14,793,339
NORWALK	\$11,240,905
STRATFORD	\$10,206,898
HAMDEN	\$10,134,640
FAIRFIELD	\$9,994,801
DANBURY	\$9,836,876
MILFORD	\$9,815,445
MANCHESTER	\$9,798,522
BRISTOL	\$9,234,178
NEW BRITAIN	\$8,782,426
EAST HARTFORD	\$8,394,310
MERIDEN	\$8,240,049
GLASTONBURY	\$7,883,967
WALLINGFORD	\$7,767,922
SOUTHINGTON	\$7,657,655
WEST HAVEN	\$7,003,037
GREENWICH	\$6,923,024
MIDDLETOWN	\$6,589,121
TORRINGTON	\$6,508,507
TRUMBULL	\$6,439,793
NEWINGTON	\$6,093,998
ENFIELD	\$5,756,869
CHESHIRE	\$5,559,084
SOUTH WINDSOR	\$5,465,235
SHELTON	\$5,375,944
NAUGATUCK	\$5,357,139
SIMSBURY	\$5,301,520

BY TOWN	
MUNICIPALITY	REVENUE
CROMWELL	\$2,639,568
DANBURY	\$9,836,876
DARIEN	\$2,643,108
DEEP RIVER	\$757,139
DERBY	\$1,668,589
DURHAM	\$1,754,468
EASTFORD	\$271,403
EAST GRANBY	\$1,306,476
EAST HADDAM	\$1,377,627
EAST HAMPTON	\$2,384,476
EAST HARTFORD	\$8,394,310
EAST HAVEN	\$4,000,883
EAST LYME	\$2,289,705
EASTON	\$1,624,288
EAST WINDSOR	\$2,017,100
ELLINGTON	\$3,020,921
ENFIELD	\$5,756,869
ESSEX	\$1,011,172
FAIRFIELD	\$9,994,801
FARMINGTON	\$4,346,825
FRANKLIN	\$353,790
GLASTONBURY	\$7,883,967
GOSHEN	\$430,758
GRANBY	\$2,446,394
GREENWICH	\$6,923,024
GRISWOLD	\$1,314,916
GROTON	\$3,619,174
GUILFORD	\$3,656,913
HADDAM	\$1,800,132
HAMDEN	\$10,134,640
HAMPTON	\$322,211
HARTFORD	\$19,103,878
HARTLAND	\$359,965
HARWINTON	\$1,113,870

BY AMOUNT	
MUNICIPALITY	REVENUE
NEWTOWN	\$5,221,451
WINDSOR	\$5,191,770
WESTPORT	\$5,189,626
WETHERSFIELD	\$5,133,057
NORTH HAVEN	\$5,047,672
BRANFORD	\$5,002,030
VERNON	\$4,841,663
NEW MILFORD	\$4,821,316
RIDGEFIELD	\$4,717,592
NORWICH	\$4,512,427
BLOOMFIELD	\$4,494,519
FARMINGTON	\$4,346,825
MONROE	\$4,318,327
WINDSOR LOCKS	\$4,062,945
BERLIN	\$4,046,435
AVON	\$4,042,858
EAST HAVEN	\$4,000,883
WILTON	\$3,844,463
WATERTOWN	\$3,740,564
GUILFORD	\$3,656,913
GROTON	\$3,619,174
PLAINVILLE	\$3,584,785
ROCKY HILL	\$3,522,519
ORANGE	\$3,512,738
TOLLAND	\$3,381,552
NEW CANAAN	\$3,265,654
SOUTHBURY	\$3,111,105
ELLINGTON	\$3,020,921
BETHEL	\$2,969,988
NORTH BRANFORD	\$2,938,688
MADISON	\$2,906,181
SEYMOUR	\$2,838,673
COLCHESTER	\$2,798,319
WESTON	\$2,669,039

BY TOWN	
MUNICIPALITY	REVENUE
KENT	\$341,678
KILLINGLY	\$1,796,523
KILLINGWORTH	\$1,176,838
LEBANON	\$1,170,441
LEDYARD	\$2,533,580
LISBON	\$482,228
LITCHFIELD	\$1,517,826
LYME	\$289,924
MADISON	\$2,906,181
MANCHESTER	\$9,798,522
MANSFIELD	\$1,867,575
MARLBOROUGH	\$1,284,821
MÉRIDEN	\$8,240,049
MIDDLEBURY	\$1,456,284
MIDDLEFIELD	\$880,949
MIDDLETOWN	\$6,589,121
MILFORD	\$9,815,445
MONROE	\$4,318,327
MONTVILLE	\$2,525,095
MORRIS	\$382,768
NAUGATUCK	\$5,357,139
NEW BRITAIN	\$8,782,426
NEW CANAAN	\$3,265,654
NEW FAIRFIELD	\$2,528,639
NEW HARTFORD	\$1,271,988
NEW HAVEN	\$14,793,339
NEWINGTON	\$6,093,998
NEW LONDON	\$2,444,066
NEW MILFORD	\$4,821,316
NEWTOWN	\$5,221,451
NORFOLK	\$273,120
NORTH BRANFORD	\$2,938,688
NORTH CANAAN	\$458,671
NORTH HAVEN	\$5,047,672

BY AMOUNT	
MUNICIPALITY	REVENUE
DARIEN	\$2,643,108
CROMWELL	\$2,639,568
WINDHAM	\$2,618,181
WOLCOTT	\$2,611,060
BROOKFIELD	\$2,602,984
LEDYARD	\$2,533,580
NEW FAIRFIELD	\$2,528,639
WOODBIDGE	\$2,527,768
MONTVILLE	\$2,525,095
GRANBY	\$2,446,394
NEW LONDON	\$2,444,066
SUFFIELD	\$2,436,329
PLYMOUTH	\$2,404,004
OXFORD	\$2,386,259
EAST HAMPTON	\$2,384,476
EAST LYME	\$2,289,705
ANSONIA	\$2,271,143
STAFFORD	\$2,225,493
CLINTON	\$2,194,569
COVENTRY	\$2,189,441
HEBRON	\$2,037,315
EAST WINDSOR	\$2,017,100
CANTON	\$2,008,093
BURLINGTON	\$1,991,377
STONINGTON	\$1,990,849
REDDING	\$1,965,505
MANSFIELD	\$1,867,575
PORTLAND	\$1,865,883
WOODBURY	\$1,815,936
HADDAM	\$1,800,132
KILLINGLY	\$1,796,523
DURHAM	\$1,754,468
PROSPECT	\$1,749,570
PLAINFIELD	\$1,695,181

BY TOWN	
MUNICIPALITY	REVENUE
NORWALK	\$11,240,905
NORWICH	\$4,512,427
OLD LYME	\$1,208,859
OLD SAYBROOK	\$1,259,857
ORANGE	\$3,512,738
OXFORD	\$2,386,259
PLAINFIELD	\$1,695,181
PLAINVILLE	\$3,584,785
PLYMOUTH	\$2,404,004
POMFRET	\$645,929
PORTLAND	\$1,865,883
PRESTON	\$650,945
PROSPECT	\$1,749,570
PUTNAM	\$690,054
REDDING	\$1,965,505
RIDGEFIELD	\$4,717,592
ROCKY HILL	\$3,522,519
ROXBURY	\$301,318
SALEM	\$725,932
SALISBURY	\$325,732
SCOTLAND	\$328,685
SEYMOUR	\$2,838,673
SHARON	\$280,368
SHELTON	\$5,375,944
SHERMAN	\$527,756
SIMSBURY	\$5,301,520
SOMERS	\$1,557,176
SOUTHBURY	\$3,111,105
SOUTHINGTON	\$7,657,655
SOUTH WINDSOR	\$5,465,235
SPRAGUE	\$457,128
STAFFORD	\$2,225,493
STAMFORD	\$20,867,689
STERLING	\$437,870

BY AMOUNT	
MUNICIPALITY	REVENUE
EASTON	\$1,624,288
WINCHESTER	\$1,566,859
SOMERS	\$1,557,176
LITCHFIELD	\$1,517,826
MIDDLEBURY	\$1,456,284
EAST HADDAM	\$1,377,627
THOMASTON	\$1,343,055
GRISWOLD	\$1,314,916
EAST GRANBY	\$1,306,476
THOMPSON	\$1,290,180
MARLBOROUGH	\$1,284,821
NEW HARTFORD	\$1,271,988
OLD SAYBROOK	\$1,259,857
OLD LYME	\$1,208,859
BETHANY	\$1,207,092
KILLINGWORTH	\$1,176,838
LEBANON	\$1,170,441
HARWINTON	\$1,113,870
BROOKLYN	\$1,089,502
BOLTON	\$1,083,728
WOODSTOCK	\$1,072,017
BEACON FALLS	\$1,020,876
ESSEX	\$1,011,172
COLUMBIA	\$977,307
WILLINGTON	\$917,302
MIDDLEFIELD	\$880,949
WESTBROOK	\$851,323
NORTH STONINGTON	\$823,867
DEEP RIVER	\$757,139
CANTERBURY	\$749,849
SALEM	\$725,932
ASHFORD	\$702,989
PUTNAM	\$690,054
BETHLEHEM	\$651,102

BY TOWN	
MUNICIPALITY	REVENUE
STRATFORD	\$10,206,898
SUFFIELD	\$2,436,329
THOMASTON	\$1,343,055
THOMPSON	\$1,290,180
TOLLAND	\$3,381,552
TORRINGTON	\$6,508,507
TRUMBULL	\$6,439,793
UNION	\$170,976
VERNON	\$4,841,663
VOLUNTOWN	\$436,916
WALLINGFORD	\$7,767,922
WARREN	\$158,134
WASHINGTON	\$396,141
WATERBURY	\$15,091,618
WATERFORD	\$2,654,266
WATERTOWN	\$3,740,564
WESTBROOK	\$851,323
WEST HARTFORD	\$15,069,021
WEST HAVEN	\$7,003,037
WESTON	\$2,669,039
WESTPORT	\$5,189,626
WETHERSFIELD	\$5,133,057
WILLINGTON	\$917,302
WILTON	\$3,844,463
WINCHESTER	\$1,566,859
WINDHAM	\$2,618,181
WINDSOR	\$5,191,770
WINDSOR LOCKS	\$4,062,945
WOLCOTT	\$2,611,060
WOODBIDGE	\$2,527,768
WOODBURY	\$1,815,936
WOODSTOCK	\$1,072,017
TOTAL	\$566,560,880

BY AMOUNT	
MUNICIPALITY	REVENUE
POMFRET	\$645,929
ANDOVER	\$644,451
BARKHAMSTED	\$643,310
CHESTER	\$589,223
SHERMAN	\$527,756
BOZRAH	\$502,893
LISBON	\$482,228
NORTH CANAAN	\$458,671
CHAPLIN	\$458,363
SPRAGUE	\$457,128
STERLING	\$437,870
VOLUNTOWN	\$436,916
GOSHEN	\$430,758
WASHINGTON	\$396,141
MORRIS	\$382,768
HARTLAND	\$359,965
FRANKLIN	\$353,790
KENT	\$341,678
SCOTLAND	\$328,685
SALISBURY	\$325,732
HAMPTON	\$322,211
ROXBURY	\$301,318
COLEBROOK	\$291,496
LYME	\$289,924
SHARON	\$280,368
BRIDGEWATER	\$273,388
NORFOLK	\$273,120
EASTFORD	\$271,403
CANAAN	\$174,640
UNION	\$170,976
CORNWALL	\$167,745
WARREN	\$158,134
TOTAL	\$566,560,880

Source: CCM Estimates

Note: Estimates do not include revenue from special and lesser-taxing districts.

February 12, 2012

# CCM: THE STATEWIDE ASSOCIATION OF TOWNS AND CITIES



The Connecticut Conference of Municipalities (CCM) is Connecticut's statewide association of towns and cities. CCM is an inclusionary organization that celebrates the commonalities between, and champions the interests of, urban, suburban and rural communities. CCM represents municipalities at the General Assembly, before the state executive branch and regulatory agencies, and in the courts. CCM provides member towns and cities with a wide array of other services, including management assistance, individualized inquiry service, assistance in municipal labor relations, technical assistance and training, policy development, research and analysis, publications, information programs, and service programs such as workers' compensation and liability-automobile-property insurance, risk management, and energy cost-containment. Federal representation is provided by CCM in conjunction with the National League of Cities. CCM was founded in 1966.

CCM is governed by a Board of Directors, elected by the member municipalities, with due consideration given to geographical representation, municipalities of different sizes, and a balance of political parties. Numerous committees of municipal officials participate in the development of CCM policy and programs. CCM has offices in New Haven (headquarters) and in Hartford.

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# WINDHAM REGION COUNCIL OF GOVERNMENTS

Item #21

Chaplin Columbia Coventry Hampton Lebanon Mansfield Scotland Willington Windham

Chairman Fonfara  
Chairman Widlitz  
Members of the Finance, Revenue and Bonding Committee

March 4, 2013

RE: Testimony for SB 843 and other Bills to Implement the Governors Budget.

Dear Chairman Fonfara and Chairman Widlitz,  
and members of the Finance, Revenue and Bonding Committee,

The Windham Region Council of Governments (WINCOG) is writing to express it's deepest concerns regarding the Governors Proposed Budget. We specifically have concerns with the following proposals:

We have extreme reservations regarding the proposed **elimination of the Car Tax.** Unless this legislation is adjusted to make up for the significant shortfall in revenue to our municipalities, we are strongly against this proposal. Current projections from our 9 WINCOG towns indicate a 2 to 3% mil increase in property taxes will occur if this bill is passed.

WINCOG has grave concerns about the **elimination of Pilot Funds** and consider this an inequitable arrangement, as our educational budgets (which do need additional funding) gain and our municipal side of the financial ledger losers. One more municipal revenue source eliminated!

The recommended elimination of the DSS portion of **Transportation to Work Funding** will have a devastating effect on our regional workforce efforts. This cut would jeopardize over 400 Eastern CT jobs annually (115 using bus; 73 van/taxi; 87 mileage assistance; 141 car-based help) and these are conservative given the slow economy.

We do wish to acknowledge that we **support the Governors Natural Gas Initiative** and are looking at ways here in Eastern CT to take advantage of this proposal. We also applaud the legislator's efforts over the last few sessions to address the needed educational issues and funding inequities. We will continue to work with you to address this most needed reform.

In Summary, we cannot continue down the same road of transferring the **fiscal burden of the state to the inequitable property tax system.** It is finally time to stop treating the "symptoms" of the property tax and address the real "disease" of the property tax. **Until we all agree to take this initiative, we will continue to face the same fiscal realities year in and year out!**

Thank you for your consideration.

Sincerely,

Mark N. Paquette  
Executive Director, WINCOG

cc: WINCOG Board of Directors  
Eastern CT Legislators  
John Beauregard, EWIB

## Fact Sheet

### Elimination of Funding for Transportation Services

The current **Governors Proposed Budget** contains the following statement under the DSS Budget (Budget Summary: Section B, page 87):

*Eliminate Funding for Transportation Services* -2,628,671

*The Transportation to Work account is intended to provide funds for several transportation programs to assist Temporary Family Assistance and other TFA eligible adults with transportation services needed to reach self-sufficiency through work and work-related activities. Although transportation is one of the most significant barriers for individuals to secure employment, the department's current ridership surveys indicate that only 20% of riders under this program receive TFA or are TFA eligible. In an earlier proposal that annualizes the deficit mitigation plan, program funding is reduced by \$400,000. Under this option, the balance of funding for the program is eliminated. TFA recipients that are active in the Department of Labor's Jobs First Employment Services (JFES) program will have access to bus tokens and other transportation supports under JFES.*

#### Issue #1:

*Although transportation is one of the most significant barriers for individuals to secure employment, the department's current ridership surveys indicate that only 20% of riders under this program receive TFA or are TFA eligible.*

- In eastern CT, **100% of brokered rides clients** served through this program are **either TFA or TFA-eligible.**
- All individuals are referred directly from approximately 22 human service organizations.
- **See attached map.** Each dot represents the residence of TFA & TFA eligible clients referred to this program from 2005-2010 in relation to existing public transportation. Each of these locations outside of the public transportation system require multiple transports to get these individuals to employment (for up to 60 days) or employment related activities.
- Other more rural regions of the state face similar barriers.
- Department ridership surveys conducted may have been performed on public transit systems which are used to transport the general public. Surveys conducted in this manner dilute the facts and do not provide an accurate picture of the brokerage operation in our region.

- Eastern CT has the 2<sup>nd</sup> highest JFES employed population in the state with 228 clients.\*
- Individuals depend on this program to **transition back into the workforce**.
- **Transportation rated as top employment barrier** at JFES registration.\*
- **97% of the clients served in eastern CT each year transition from the program and do not return.**
- **Clients served January 2011-January 2013 – 2,438**

*\*At-A-Squint Jobs First Employment Services January 2013-publication of CT DOL*

### Issue #2:

***TFA recipients that are active in the Department of Labor's Jobs First Employment Services (JFES) program will have access to bus tokens and other transportation supports under JFES.***

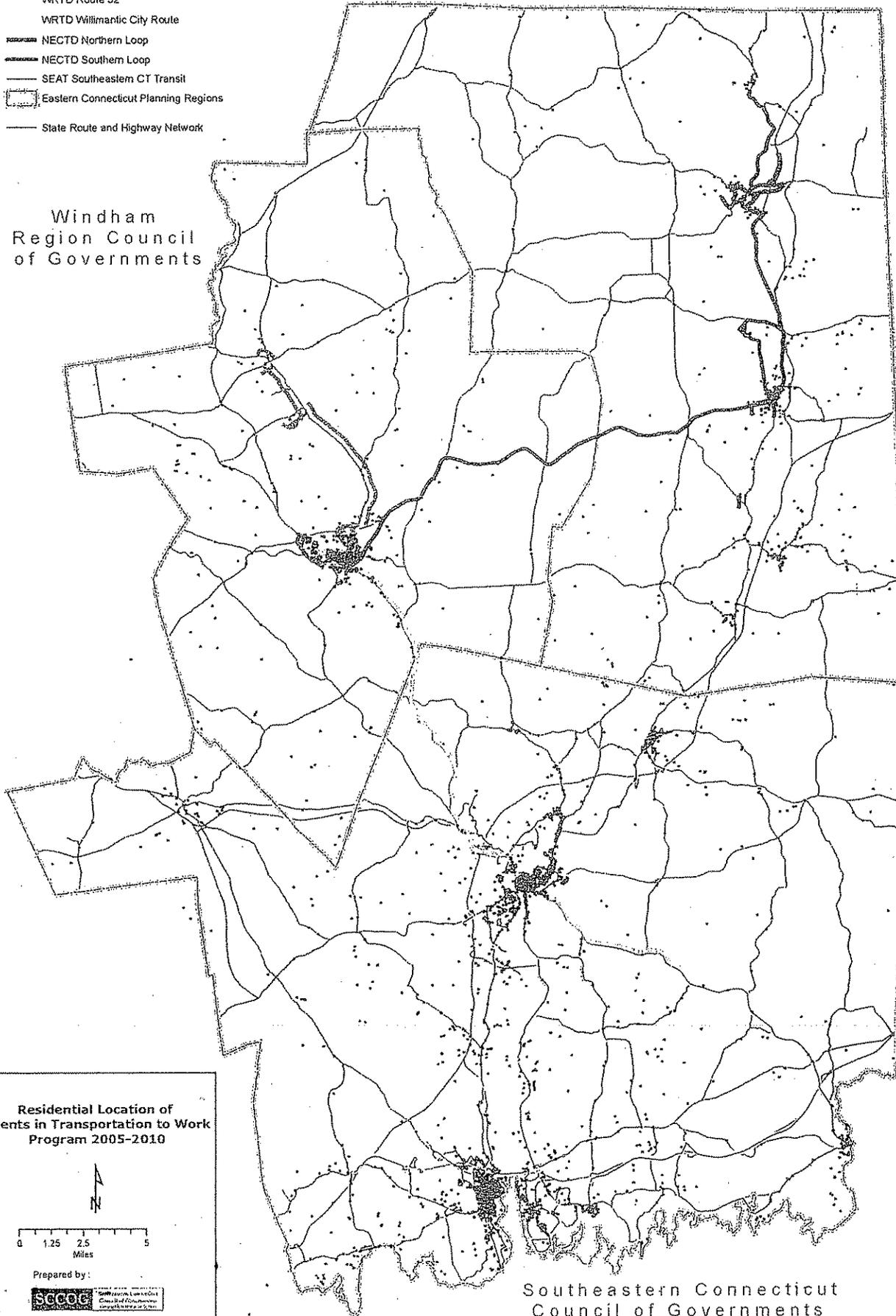
- Due to the regions rural nature approximately 16% of individuals reside in areas with limited or no public transportation options. Map provides a visual image of where these individuals reside.
- **Bus tokens will not be beneficial** to these clients.
- The majority of employed clients, even those living along the public transit are still **reliant on alternative transportation options** (ie. taxi, dial-a-ride, car pooling, etc.) due to limited bus hours, no weekend or holiday service and locations of the various employers.
- **Limited affordable transportation and public transit options** require the need for many employed clients to obtain an automobile for an affordable long term solution.
- **Car based solutions assist TFA & TFA eligible clients** affiliated with CT Works to get their cars roadworthy or obtain a license to drive.
- 708 clients served through car based solutions from January 2011- December 2012.

Compiled by The **Eastern CT Transportation Collaborative**. Led by the Eastern CT Work Force Investment Board, the Collaborative is made up of representatives from the 3 Transit Districts in Eastern CT, the 3 Councils of Governments, and representatives from area service providers.

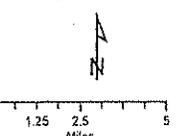
# Northeastern Connecticut Council of Governments

- Eastern Connecticut Transportation Consortium Clients
- ▬ NECTD
- ▬ Willimantic Danielson
- ▬ WRTD Storrs Willimantic Route
- ▬ WRTD Route 32
- ▬ WRTD Willimantic City Route
- ▬ NECTD Northern Loop
- ▬ NECTD Southern Loop
- ▬ SEAT Southeastern CT Transit
- ▭ Eastern Connecticut Planning Regions
- ▬ State Route and Highway Network

Windham  
Region Council  
of Governments



Residential Location of Clients in Transportation to Work Program 2005-2010



Prepared by:  
  
 Map Date June, 2010

Southeastern Connecticut Council of Governments