

MANSFIELD ZONING BOARD OF APPEALS – REGULAR MEETING
MINUTES
JANUARY 8, 2014

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

Present: Members – Accorsi, Stearns, Welch

Alternates – Brosseau, Ward

Absent: Member – Gotch, Katz

Alternates – Shaiken

JOHN H. SHADLER – 7:00 P.M. HEARING (CONTINUANCE)

To hear comments on the application of John H. Shadler for a Variance of Art. X, Sec L.2.a & L.2.a.4 to allow an efficiency unit within a single-family residence that would be larger than permitted and have an occupancy of more than 2 persons at 32 Baxter Rd.

Nancy C. Sheehan Shadler, also known as Nancy S. Banning, owner of the affected property, submitted a letter withdrawing her application for a variance at 32 Baxter Rd.

BUSINESS MEETING

Welch made a motion to accept the property owner's letter of withdrawal, without prejudice. All in favor.

APPROVAL OF MINUTES FROM DECEMBER 11, 2013

Welch moved to approve the minutes of December 11, 2013 as presented, seconded by Brosseau. All in favor.

ADJOURNMENT

Meeting was adjourned at 7:05 P.M.

Respectfully Submitted,

Richard Brosseau
Secretary

Mansfield Open Space Preservation Committee
APPROVED Minutes of November 19, 2013 meeting

Members present: Jim Morrow (chair), Vicky Wetherell, Ken Feathers, Quentin Kessel, Michael Soares, Roberta Coughlin, Jennifer Kaufman (staff).

1. Meeting was called to order at 7:35.
2. Vicky was appointed acting secretary.
3. Minutes of the October 15, 2013 meeting were approved

Old Business

3. *Mansfield Tomorrow* A draft of the POCD will be available from the consultant Goody Clancy soon. Copies will be available to Town committees for comment. The committee discussed having a special meeting in December to review the draft.

Executive Session

4. The committee voted to go into Executive Session at 7:46 and to come out of the session at 8:31. Recommendations will be forwarded to the Town Manager.

New Business

5. *CT DEEP open space grant* Because the period before the application deadline (January, 2014) is so short, the committee declined to recommend projects for this grant round. They discussed the need to consider projects for a future grant round, and they plan to discuss this at a future meeting.

6. *LaGuardia easement location* The committee recommended that Joshua's Trust hold an easement on the 18.7-acre area being purchased from the LaGuardias, and that it include a restriction on the field that would allow only agricultural uses as well as a public trail linking Dodd Road to Mansfield Hollow State Park. Part of this trail would be on Army Corps land, and part of it would be on the land being proposed for purchase. The committee declined to recommend that Joshua's Trust hold an easement on the adjoining Town land in the Chapin Brook valley because the Army Corps has the right to flood almost the entire valley.

7. *2014 meeting schedule* The committee approved a meeting schedule for 2014 (the third Tuesday of each month).

8. Meeting adjourned at 9:00.

**Personnel Committee
Monday, January 27, 2014
Conference Room B, Beck Municipal Building**

Minutes

Members Present: Toni Moran (Chair), Alex Marcellino, Elizabeth Wassmundt

Other Council Members Present: Mayor Paterson, Bill Ryan, Paul Shapiro

Staff Present: Maria Capriola, Matthew Hart, Patricia Schneider

The meeting was called to order at 5:05pm.

1. PUBLIC COMMENT

None.

2. MINUTES

The minutes of December 16, 2013 were moved by Marcellino and seconded by Wassmundt. The minutes were unanimously approved as presented.

3. HUMAN SERVICES OPEN POSITIONS

Schneider and Capriola presented a proposed reorganization of Senior Center staff positions. The proposal was cost neutral, would increase staff hours by over 415 hours per year, increase direct service provided to seniors, and provide outreach services to seniors. Wassmundt made the motion seconded by Marcellino to endorse the pay grade and classification for the Outreach Social Worker as presented. The motion passed unanimously. Since the Outreach Social Worker position is a brand new non-union classification, the Town Council will need to review and approve the classification.

4. FY 13-14 NON-UNION COMPENSATION

Hart provided an overview of FY 13/14 wage data (state-wide and comparable communities). Staff is not prepared to make a recommendation regarding non-union compensation at this time. The topic will be a future agenda item.

5. TOWN ATTORNEY RFQ

Firm responses to the RFQ were discussed. By consensus four firms were selected for interviews:

- O'Malley, Deneen, Leary, Messina & Oswecki
- Branse, Willis & Knapp, LLC
- O'Brien & Johnson
- Conway, Londregan, Sheehan & Monaco, P.C.

Firms will be interviewed on February 12th & 13th. Interview questions were reviewed. Wassmundt made the motion seconded by Marcellino to have Town Attorney interviews conducted by the Personnel Committee, Town Manager, Assistant Town Manager, and a Planning and Zoning Commission representative. The motion passed with Wassmundt and Marcellino voting in favor and Moran opposed.

The meeting adjourned at 6:58pm.

Respectfully submitted,

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

Mansfield Board of Education
December 12, 2013
Minutes

Attendees: Mark LaPlaca, Chair, Randy Walikonis, Vice-Chair; Susannah Everett, John Fratiello, Sarah Lacombe, Jay Rueckl, Carrie Silver-Bernstein
Absent: Martha Kelly, Katherine Paulhus

The meeting was called to order at 7:32pm by Mr. LaPlaca.

SPECIAL PRESENTATION: Reid Cartier, second grade student at Southeast School, discussed his plans to raise funds to build a "buddy bench" for students to use during recess.

Mrs. Paulhus arrived at 7:36pm.
Mrs. Kelly arrived at 7:40pm.

HEARING FOR VISITORS: Mr. Ed Wazer asked the Board to allow his home school child to participate in after school activity.

COMMUNICATIONS: Email from Gary Bent regarding use of iPads in schools. Communications regarding MBOE Policy regarding resident students not attending public schools.

ADDITIONS TO THE PRESENT AGENDA: Motion by Mr. Fratiello, seconded by Mrs. Paulhus, to add to the agenda discussion of resident students not attending public school policy request. Vote: Unanimous in favor.

Southeast School PTO: Cyndi Wells and Erin Christopher, Co-Presidents, reported on activities the group participates in to support programs at Southeast School.

Policy regarding resident students not attending public school: Motion by Mr. Rueckl, seconded by Ms. Silver-Bernstein to refer review of the policy to the MBOE Policy Committee. Vote: Unanimous in favor.

Committee Reports:

Goodwin Bequest Committee: Mrs. Kelly reported the Committee met on December 2, 2013 and funded the 8th grade trip to the Capitol.

Committee Assignments: Mr. LaPlaca distributed Committee Assignments for 2014.

Certified Staff Appreciation: The Board discussed ways to show staff appreciation during this year of new initiatives.

Volunteer Recognition Ceremony: The Board discussed ways to show appreciation of school volunteers. The principals shared recognition that is held in the schools. Mr. LaPlaca will approach Mansfield Youth Service Bureau about their volunteer recognition program.

REPORT OF THE SUPERINTENDENT:

- **MMS Greenhouse:** Nora Dickinson, 5th grade science teacher, provided an update on the new Mansfield Middle School Greenhouse and the ways it is enhancing education for students.
- **Common Core State Standards:** Judy Shay, Reading/Language Arts Consultant reviewed the Great Books professional development provided for certified staff and how it supports CCSS and English Language Arts in Mansfield.
- **Salad at MMS:** Mr. Baruzzi provided an update on the December Salad Bar Special Price at the middle school.
- **Student Guardian Update:** Mr. Baruzzi reported that the district has been unable to implement this program to date due to a legal interpretation by the Tolland County States Attorney.
- **Legislative Breakfast:** Mr. Baruzzi attended the EASTCONN University Region Superintendents' Association meeting with area legislators.
- **Security Grant:** The State of Connecticut has notified the district that the S Grant has been awarded for the amount of \$182,798.00 (State Funding: \$133,828.00 and Local Match: \$48,970.00).
- **School Performance Index:** Mr. Baruzzi reported the CSDE released school and district performance reports for all Connecticut Schools. The district's target was achieved.
- **Class Size/Enrollment:** There were no significant changes to class size or enrollment in November.

APPROVAL OF MINUTES:

- Motion by Mr. Walikonis, seconded by Mrs. Lacombe, to approve the minutes of the November 14, 2013 Meeting with one typo edited. Vote: Unanimous in favor with Mr. Rueckl in abstention.

NEW BUSINESS: None

HEARING FOR VISITORS: None

SUGGESTIONS FOR FUTURE AGENDA: None

Motion by Mr. Rueckl, seconded by Mr. Fratiello, to adjourn at 9:55pm. Vote Unanimous in favor.

Respectfully submitted,
Celeste Griffin, Board Clerk

TOWN/UNIVERSITY RELATIONS COMMITTEE
Tuesday, November 12, 2013
Audrey Beck Municipal Building, Council Chambers

Minutes

Present: J. Armstrong, N. Carone, J. Coite, M. Hart, E. Paterson, H. Rhyhart (*for O'Connor*), M. Sargent, N. Silander, W. Wendt

Staff: M. Capriola (*Town*), Cynthia van Zelm (*MDP*)

1. Call To Order

Meeting was called to order at 4:05 pm. The two new student members (Carone, Sargent) were introduced. Coite is replacing Miller as the designee from the Office of Environmental Policy. Rhyhart will attend meetings on behalf of Chief O'Connor.

2. Meeting Minutes

Silander made the motion, seconded by Armstrong to adopt the October 8, 2013 meeting minutes. One correction was noted and made. The minutes as revised were approved with those present voting in favor with the exception of two abstentions (Carone, Sargent).

3. Updates:

a. *Mansfield Downtown Partnership:* van Zelm provided a Storrs Center commercial leasing update. An update on the Town Square construction was also provided. A winter holiday event has been scheduled for the afternoon of December 14th in Storrs Center.

b. *MCCP:* Armstrong provided an update. Off-campus activity has slowed post-Halloween. Armstrong's Office continues to work with Community Standards at UCONN in addressing negative off-campus behaviors. The off-campus housing fair will be held in November.

4. UCONN Education Efforts – Community Expectations

This item was tabled to a future agenda.

5. Committee Membership

The Committee reviewed the revised draft MOA. The phrase "his/her designee" was added to the MOA for representation from UCONN's Director of Planning and Chief of Police. Silander made the motion, seconded by Armstrong to approve and recommend the MOA regarding Town-University Committee membership and purpose. The motion passed unanimously.

6. 2014 Regular Meeting Schedule

Hart made the motion, seconded by Silander, to adopt the 2014 regular meeting schedule as presented. The motion passed unanimously.

7. Other Business Announcements

An update on the regional council of government consolidation process was provided.

An overview of the corridor study being conducted by the Capitol Region Council of Governments was provided. The study will assess main transportation systems to the University and recommend improvements.

A USG update was identified as an agenda item for December.

8. Communications

Hart provided an overview of his letter to the University re: Next Generation Connecticut Initiative. The Town is seeking: formal representation in the University's planning process; a study that will identify the impact on municipal services as a result of the Initiative; support from the University in obtaining state funding for Mansfield to defray the municipal costs associated with the growth. President Herbst's initial response was positive.

9. Opportunity for the Public to Address the Committee

None.

10. Adjournment

The meeting adjourned at 4:35p.m.

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



TOWN OF MANSFIELD
OFFICE OF THE YOUTH SERVICES BUREAU

Patricia Michalak, MA
Youth Service Bureau Coordinator

YSB Advisory Minutes
January 14, 2014
12:00 noon @ Mansfield Town Hall
Conf. Rm. B

Board Members

Present:

Ethel Mantzaris, Chair
Frank Perrotti, Assistant Chair, Resident
Chuck Leavens, E O Smith Counselor
Patricia Michalak, YSB Coordinator
Eileen Griffin, LCSW
Pat Schneider, Director of Human Services
Kate Bohannon, YSB Social Worker
Sonya Poulin, MSW intern
Leigh Stearns, MSW intern

I. Call to Order

- Meeting called to order at 12:00 PM by Ethel Mantzaris.

II. Approval of minutes

- November 12, 2013 minutes were approved.

III. Reports

- Director's Report – Patricia Schneider
 - **Budget:** The budget is being created and goals for the next year are being developed
 - **Agency Grants:** the advisory board may have new grants to review in February. There are added steps to the process of receiving grants and the grants now are reviewed by the staff, the finance department, and then the committees
- Coordinator's Report – Patricia Michalak
 - **Staff Training:** Kate Bohannon completed Suicide Prevention Training (QPR). She is now a certified trainee.
 - **Safety and Wellness Committee:** Kate Bohannon was appointed to this committee and will be conducting a QPR Suicide Prevention training for the Safety and Wellness Committee on March 13, 2013.

- **UCONN Athletics Donation:** YSB was invited to ask Mansfield families to attend a UCONN women's basketball game. Kate Bohannon did an exceptional outreach job with very short notice and lined up 68 people to attend.
- **Positive Parenting Workshop:** Youth Services co-sponsored a parenting workshop with Goodwin Schools. The workshop was open to all schools and neighboring communities and was well attended.
- **Big Friend's:** Program has been expanded to include weekly homework assignments from teachers. Both parents and students have appreciated the assistance of their mentors with their assignments.
- **Kidtrax:** All of all client and program information has been moved from mysenior center and we are fully on board with Kidtrax. We met with Manchester YSB to learn more about data entry and report management. We will also be working with the State dept. of education to ensure that we are collecting the pertinent information for our grants.
- **X-Block:** In school counseling continues to be a viable initiative and school, students and parents have appreciated the access to counseling services within the school day. We continue to receive new referrals for this program.
- **Holiday Programs:** Kate Bohannon has been meeting with our adult social worker Kathy Ann Easley in planning for the Holiday Program. YSB participated in the Thanksgiving turkey distribution and holiday programs.
- **Team building Activity:** YSB held a team building luncheon for the five students and staff members from Early Childhood and Youth Services. This activity was well received and allows us to further collaborate in a strength based manner.
- **Grief Matters:** Support group continues to meet monthly and be a good source of support.
- **Psychological Services:** YSB coordinated an interagency meeting with Psychological Services and MMS special services staff to help facilitate referral and case management. We are continuing to look for ways to improve collaboration for some of our more complex clinical cases. Referrals include struggles with bullying, anxiety, school avoidance, defiance and behavioral challenges.
- **Board of Ed Administrative Staff Meeting:** YSB staff and Human Services director met with the superintendent and school principals to introduce new staff and discuss collaboration.

IV. Old Business:

- **Fundraising/Holiday programs:** Pat Schneider is creating the report about the Holiday Program. Camperships are being discussed.

V. New Business:

- Advisory Board Meeting Schedule has been approved

- Suicide Prevention Training: Kate may train Advisory Board members and will look into training other local YSBs.
- Young Parents Program: YSB staff is collaborating with the Early Childhood program to look at ways of supporting young parents.
- New Advisory Board Members

VI. Other:

- Youth Work Employment: Pat Schneider will look into possibly using stipends to pay youth
- Grandparent's group: Pat S. will attend one of the Grandparent's groups and discuss with them the best way to assist grandparents raising grandchildren
- Challenge Program: Curt V., Director of Parks and Recreation, is still making the decision about possible funding for this program

VII. Adjournment

- Meeting adjourned at 12:35 p.m. February 11, 2014 is the next meeting.