

**Town Council - Items to be Reviewed 2014/2015 Budget - As of April 15, 2014**

Type	Date	Item Flagged	Page	Action	Disposition
1 Request for Information	1/25/2014	Provide replacement schedule for vehicles	Retreat	Provide with CIP reviews	PW/Pool cars provided 4/15/14; Fire Services vehicles will be provided on 4/22/14
2 Request for Information	1/25/2014	PILOT status of Mansfield Hollow will be checked as well as Federal "PILOT" funds	Retreat	OPM has confirmed that we no longer receive	Response provided April 2nd
3 Request for Information	1/25/2014	Provide information regarding the last time the DTP's rents were determined	Retreat	TM to respond	Response provided April 2nd
4 Request for Information	1/25/2014	Provide parking garage usage information	Retreat	TM to review February Central Parking report for information	Response provided April 2nd
5 Request for Information	3/24/2014	Provide enrollment census for students participating in non-core programs		MBOE and FD to provide response	To be provided April 8th by Board
6 Request for Information	3/24/2014	As a result of the recent awarding of a technology grant to the Board of Education should the IT capital fund amount be reduced by a corresponding amount.		IT Director to provide details on recent technology grant and the use of CIP funds	Response provided April 2nd
7 Flag	3/24/2014 and 3/27/2014	Review all possible venues for additional police coverage including, but not limited to, community policing, service districts, additional collaborations with UConn and part time officers.	Pg 13		For discussion on 4/24/14
8 Request for Information	3/24/2014	Provide information identifying which recently acquired UConn properties, if any, the Grand List figures include.	Pg. 64	Information from the Assessor will be provided	Response provided April 2nd
9 Flag	3/24/2014	Discussion of Section 8 Program	Pg. 14		For discussion on 4/24/14
10 Flag	3/27/2014	Proposed Graduate Assistant	Pg. 91		For discussion on 4/24/14
11 Flag	3/27/2014	Town Attorney Compensation	Pg. 95		For discussion on 4/24/14
12 Flag	3/27/2014	Property Assessment	Pg 113		For discussion on 4/24/14
13 Flag	3/27/2014	Proposed Personnel for Fire & Emergency Services	Pg.133		For discussion on 4/24/14
14 Request for Information	3/27/2014	Provide a list of entities which purchase gas from the Town via PW		FD to provide	Response provided April 2nd
15 Request for Information	3/27/2014	Review the change in the percentage of tax assessment appeals resulting in adjustments		Assessor to provide	Response provided April 2nd

**Town Council - Items to be Reviewed 2014/2015 Budget - As of April 15, 2014**

	Type	Date	Item Flagged	Page	Action	Disposition
16	Clarification	4/2/2014	Narrative will be corrected to show that insurance costs associated with the fire departments are not reflected in this program budget.	Pg 199	Asst. Town Manager to update	Page will be updated in final budget document
17	Flag	4/2/2014	Management Services Fund	Pg 265		For discussion on 4/24/14
18	Flag	4/2/2014	Storrs Center Reserve Fund and Transit Fund to be discussed at the 4/15 meeting			Additional Information provided and discussed on 4/15/14
19	Request for Information	4/2/2014	Provide additional source information for the IWA position for FY 2014/15 and subsequent years		Information will be provided 4/15/14 during PW discussion	Response provided April 15th
20	Request for Information	4/8/2014	Provide information on the amount the budget was increased with the .50 add back for the MMS PE teacher			Response provided April 15th
21	Flag	4/8/2014	Parks and Recreation Fund			For discussion on 4/24/14
22	Request for Information	4/8/2014	Provide balance sheet for Cemetery Fund			Response provided April 15th
23	Request for Information	4/8/2014	Provide information regarding the changes in expenditures from FY 12/13 through FY 14/15 for the Cemetery Fund			Response provided April 15th

TOWN OF MANSFIELD VEHICLE REPLACEMENT PLAN FOR NEXT FIVE FISCAL YEARS

Department	Year	Make	Model	Plate #	Mileage	FY 14/15	FY 15/16	FY16/17	FY 17/18	FY 18/19
Facilities	2004	General Motors	Medium Dump	72-MF	103,545				X	
Facilities	1991	GMC	Sierra	74-MF	173,428		X			
Pool Car	2001	Ford	Crown Victoria	20-MF	98,069	X				
Pool Car	2003	Ford	Crown Victoria	22-MF	84,884		X			
Pool Car	2000	Ford	Crown Victoria	23-MF	88,734			X		
Pool Car	2000	Dodge	Stratus	59-MF	91,369				X	
Pool Car	2002	Honda	Civic	68-MF	59,748					X
Public Safety	2007	Ford	Explorer	83-MF	78,860					X
Public Safety	2012	Animal Control	Ford	Connect	13,858				X	
PW - Roads	2010	Ford	Ranger	2-MF	29,223					X
PW - Roads	2000	Ford	F350 4X4	31-MF	108,430		X			
PW - Roads	2009	Ford	Ranger	3-MF	71,850		X			
PW - Roads	2009	Ford	F-350	62-MF	51,361					X
PW - Roads	2005	GMC	Small Pickup	39-MF	84,288			X		
PW - Roads	2008	GMC	Sierra	64-MF	58,728				X	
PW - Roads	2001	International	Plow/Dump Truck	9-MF	97,835		X			
PW - Roads	2001	International	Plow/Dump Truck	7-MF	92,118	X				
PW - Roads	2004	International	Plow/Dump Truck	11-MF	69,329				X	
PW - Roads	2007	International	Plow/Dump Truck	12-MF	49,100					X
PW - Roads	1998	Dynapac	Roller	X-3	1275 hours		X			
PW - Roads	1988	Fiat Allis	Road Grader	42-MF	4609 hours					X
PW - Roads	New	International	Plow/Dump Truck	n/a	n/a			X		
PW - Roads	New	TBD	SANDER ONLY	n/a	n/a	X		X	X	
PW - Roads	New	TBD	SC Equipment	n/a	n/a	X			X	

PER CIP PLAN

		FY 14/15	FY 15/16	FY16/17	FY 17/18	FY 18/19
Facilities	Replacement Vehicles		20,000		30,000	
Town	Pool Cars	30,000	20,000	24,000	24,000	24,000
Public Safety	Animal Control Van				25,000	
Public Works	Medium Dump Trucks		65,000			
Public Works	Pickups/Small Dump Trucks		35,000	58,000	50,000	100,000
Public Works	Road Grader					125,000
Public Works	Roller		25,000			
SANDER ONLY	Public Works	6,000		6,000	6,000	
NEW EQUIPMENT	Public Works	65,000			53,000	

# MEMORANDUM

Town of Mansfield/Mansfield Public Schools  
4 So. Eagleville Rd., Mansfield, CT 06268  
860-429-3336 x5



To: Town Council  
From: Matt Hart, Town Manager  
Date: April 15, 2014  
Re: Re-assignment of Inland Wetlands Agent Duties

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As part of the Proposed FY 2014/15 Budget, management will transfer the responsibilities of the inland wetlands agent from the Assistant Town Engineer position in the Department of Public Works to the Natural Resources and Sustainability Coordinator position in the Department of Planning and Development. Management plans to make this change, for the following reasons:

- The current Assistant Town Engineer is retiring, after many years of dedicated service. From a workload perspective, we need his successor to focus on managing people and projects. Maintaining the wetlands responsibilities would limit the employee's ability to concentrate on those key management duties.
- The Department of Public Works is responsible for managing and constructing projects, and is not a regulatory entity to the same extent as Planning and Development. Planning and Development is currently the department responsible for providing staff support to the Planning and Zoning Commission (PZC), which also serves as Mansfield's Inland Wetlands Agency (IWA). This reorganization will provide the Director of Planning and Development with direct control of the staff person assigned to perform the wetlands function, improving accountability and customer service.
- The job description and qualifications for the Natural Resources and Sustainability Coordinator position are well-suited for the inland wetlands responsibilities. It is not necessary or customary to assign an engineer to perform these functions, especially a higher-level position such as the Assistant Town Engineer. (Our retiring Assistant Town Engineer has performed the wetlands duties throughout his career; this assignment is an exception to contemporary practice.) As stated above, we would prefer to have the Assistant Town Engineer position focus on key managerial duties, and would see this as a better return on the Town's investment.

The Natural Resources and Sustainability Coordinator position is presently budgeted at 25 hours per week through the General Fund and 10 hours per week through grant funding. The annual cost of the position at 35 hours per week is \$71,308, or \$89,359 when payroll and benefits costs are factored in. The 10 hours per week of grant funding will expire in February 2015, and the proposed budget contains \$10,070 to replace grant funding for the Natural Resources and Sustainability Coordinator position through the balance of next fiscal year. Moving forward, the anticipated cost to the General Fund to assume responsibility for an additional 10 hours per week for this position totals \$25,194, including benefit costs. It is quite possible that we will hire a new Assistant Town Engineer at a lower step in the pay grade, which will offset some of these costs.

C: Maria Capriola, Assistant Town Manager  
Cherie Trahan, Director of Finance  
John Carrington, Director of Public Works  
Linda Painter, Director of Planning and Development

Mansfield Board of Education  
Adjustments to Superintendent's Proposed Budget - March 13, 2014

Restore funding for L.A. Coordinator	\$	104,021	Salaries & Benefits
Restore funding for K-4 Field Trips		4,320	
Restore funding for MMS Field Trips		6,750	
Restore funding for MMS P.E. Teacher (from P/T to F/T)		24,183	Salaries & Benefits
Total Increase	\$	139,274	
Superintendent's Proposed		21,036,040	
Board of Education Adopted Budget	\$	21,175,314	
FY 2013/14 Amended Budget		20,688,160	
Budget Increase		487,154	
Budget % Increase		2.35%	

Restore funding for L.A. Coordinator:

Salary	112-61101-51001-01	\$ 23,160	
	112-61101-51001-02	23,160	
	112-61101-51001-03	23,160	
	112-61101-51001-04	23,160	
Medical Insurance	112-68000-52101-50	10,000	
Medicare	112-68000-52007-50	1,381	
		\$ 104,021	

Restore funding for MMS P.E. Teacher (from P/T to F/T):

Salary	112-61101-51001-01	18,908	
Medical Insurance	112-68000-52101-50	5,000	
Medicare	112-68000-52007-50	275	
		24,183	

Restore funding for K-4 Field Trips

112-62521-56310-02	1,440	
112-62521-56310-03	1,440	
112-62521-56310-04	1,440	
	4,320	

Restore funding for MMS Field Trips

112-62523-56310-01	6,750	
	\$ 139,274	

RECAP BY ACCOUNT:

112-61101-51001-01	\$ 42,068	
112-61101-51001-02	23,160	
112-61101-51001-03	23,160	
112-61101-51001-04	23,160	
112-68000-52101-50	15,000	
112-68000-52007-50	1,656	
112-62523-56310-01	6,750	
112-62521-56310-02	1,440	
112-62521-56310-03	1,440	
112-62521-56310-04	1,440	
	\$ 139,274	

Fiscal Year: 2014 to 2014

Account and Description	Beginning Balance	Debits	Credits	Ending Balance
<b>612 Non-Expend Trust Fund-Cemetery</b>				
<b>Assets</b>				
11310 Cash Disbursing Peoples Bank	(129,231.06)	2,413.36	34,491.84	(161,309.54)
11321 Interfund Payroll Cash	.00	.00	3,893.68	(3,893.68)
11375 Cash-Money Market Pool	21.63	10.74	32.37	.00
12010 Investment pool	403,954.97	20,804.16	4,636.94	420,122.19
<b>Total Assets</b>	<b>274,745.54</b>	<b>23,228.26</b>	<b>43,054.83</b>	<b>254,918.97</b>
<b>Liabilities</b>				
21100 Accounts Payable	(1,385.00)	34,491.84	33,106.84	.00
21609 Posting Variances	.00	19.01	.00	19.01
<b>Total Liabilities</b>	<b>(1,385.00)</b>	<b>34,510.85</b>	<b>33,106.84</b>	<b>19.01</b>
<b>Fund Equity</b>				
32302 Current Year Encumbrances	.00	33,331.84	33,106.84	225.00
32304 Res For Current Year Encumb	.00	33,106.84	33,331.84	(225.00)
32411 Hendee Fund	(500.00)	.00	.00	(500.00)
32412 Gurley Fund	(300.00)	.00	.00	(300.00)
32413 Clark Fund	(400.00)	.00	.00	(400.00)
32415 Mansfield Cemetery Fund	(272,160.54)	.00	.00	(272,160.54)
34220 Actual Expenditures	.00	37,000.52	.00	37,000.52
34320 Actual Revenues	.00	4,623.58	23,201.54	(18,577.96)
<b>Total Fund Equity</b>	<b>(273,360.54)</b>	<b>108,062.78</b>	<b>89,640.22</b>	<b>(254,937.98)</b>
<b>Total 612 Non-Expend Trust Fund-Cemetery</b>	<b>.00</b>	<b>165,801.89</b>	<b>165,801.89</b>	<b>.00</b>

Town of Mansfield  
Cemetery Fund Expenditures FY 09/10 - FY 14/15

Vendor	FY 09/10	FY 10/11	FY 11/12	FY 12/13	To-Date FY 13/14	Estimated FY 13/14	Proposed FY 14/15
<b>Account: Cemetery Maintenance</b>							
Jonathan Appell		\$ 6,750	\$ 9,375	\$ 9,375	\$ 9,625		
Bob's Lawn & Yard Service				3,620	11,307		
Kermit Eaton				900			
Michael A. Landeck	3,495	4,770	2,225	2,475			
Michael Dillman	5,729	17,391	10,500				
Renate Beaudry				300			
Wendy & Michael Darren				600			
Dorothy Bogan			75				
John Clark	580	655	105				
Quintana's Memorials		1,300	350				
<b>Sub-total Cemetery Maintenance</b>	<b>9,804</b>	<b>30,866</b>	<b>22,630</b>	<b>17,270</b>	<b>20,932</b>	<b>20,952</b>	<b>10,000</b>
<b>Account: Outdoor Maintenance (Mowing)</b>							
Michael A. Landeck	10,050	5,525	9,180	7,695	5,055		
Bob's Lawn & Yard Service				2,605	7,120		
John Clark				325			
Michael Dillman	12,158		8,800				
<b>Sub-total Outdoor Maintenance</b>	<b>22,208</b>	<b>5,525</b>	<b>17,980</b>	<b>10,625</b>	<b>12,175</b>	<b>18,275</b>	<b>18,750</b>
<b>Account: Part-time Salaries (Sexton)</b>							
<b>Sub-total Part-time Salaries</b>	<b>2,500</b>	<b>3,986</b>	<b>6,210</b>	<b>4,728</b>	<b>3,894</b>	<b>5,003</b>	<b>5,200</b>
<b>Account: Street Work</b>							
<b>Sub-total Streets</b>	<b>-</b>	<b>2,000</b>	<b>7,535</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Account: Equipment (Truck)</b>							
<b>Sub-total Equipment</b>	<b>33,264</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Account: Miscellaneous Accounts</b>							
<b>Sub-total Miscellaneous</b>	<b>-</b>	<b>198</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Expenditures</b>	<b>\$ 67,776</b>	<b>\$ 42,575</b>	<b>\$ 54,355</b>	<b>\$ 32,623</b>	<b>\$ 37,001</b>	<b>\$ 44,230</b>	<b>\$ 33,950</b>

Town of Mansfield  
Solid Waste Fund Budget FY 14/15

Budget Fiscal Year: 2015 to 2015

Account# and Description	2013 Actual	2014 Base Budget	2014 Budget	2014 Est. Actual	2015 Proposed Bud
<b>812 Solid Waste Disposal Enterpris</b>					
<b>30510 Waste Disposal</b>					
<b>Expenditures</b>					
51117 Temporary	5,330	2,500	2,500	2,500	2,500
51201 Regular Payroll - CSEA	97,469	97,550	97,550	97,550	95,000
51401 Regular	115,159	115,460	115,460	115,460	92,600
51402 Overtime - Time And One Half	7,607	1,000	1,000	1,000	1,000
51605 Part-time (NB)	1,752	21,300	21,300	21,300	32,300
52009 Salary Related Benefits	90,950	92,770	92,770	63,000	60,000
52202 Travel/Conference Fees	0	200	200	200	300
52203 Membership Fees/Prof Dues	0	150	150	150	200
52206 Protective Clothing	0	100	100	160	100
52207 Sick/Vacation Accrued	(3,923)	2,355	2,355	2,355	2,355
53119 LAN/WAN Expenditures	10,000	10,000	10,000	10,000	10,000
53120 Prof & Tech Services	18,618	0	0	0	0
53122 Legal Services	800	1,000	1,000	1,000	1,000
53201 Hazardous Waste	11,305	16,500	16,500	16,500	17,500
53202 Hauler's Tipping Fee	166,574	178,150	178,150	144,000	151,300
53203 Mansfield Tipping Fee	61,831	56,530	56,530	48,600	51,230
53204 Trucking Fee	19,288	34,290	34,290	36,400	39,140
53206 Recycling Cost	18,027	15,500	15,500	52,000	16,900
53207 Contract Pickup-Single Family	256,522	305,940	305,940	300,300	307,840
53208 Contract Pickup - Multi-family	165,150	103,430	103,430	148,080	151,050
53302 Equipment Repair	3,301	1,750	1,750	1,750	1,750
53924 Advertising	822	3,500	3,500	3,500	3,500
53925 Printing & Binding	0	1,300	1,300	1,300	1,300
53926 Postage	3,540	3,540	3,540	3,540	3,540
53960 Other Purchased Services	1,546	9,200	9,200	9,200	9,200
54301 Office Supplies	994	200	200	200	200
54308 Computer Software	4,020	4,320	4,320	4,320	4,320
54510 Signs & Signals	953	250	250	250	250
54511 Grounds Supplies	153	200	200	200	200
54604 Electric	760	3,300	3,300	2,500	2,500
54701 Building Supplies	6,179	1,500	1,500	2,600	8,600
54705 Hand Tools	280	100	100	100	150
54808 Equipment Parts	2,999	2,000	2,000	2,000	2,000
54911 Other Program Supplies	197	750	750	500	500
56316 Deprec Of Equipment	9,535	9,535	9,535	9,535	11,000
<b>Total Expenditures</b>	<b>1,077,738</b>	<b>1,096,170</b>	<b>1,096,170</b>	<b>1,102,050</b>	<b>1,081,325</b>
<b>Revenue</b>					
40222 Refuse Hauler Permits	900	0	0	0	(600)
40651 Scrap Metals	1,381	0	0	(6,000)	(6,000)
40655 Trans Station Fee	113,892	(115,000)	(115,000)	(115,000)	(115,000)
40658 Garbage Coll Fees - Single Fam	598,585	(673,000)	(673,000)	(673,000)	(673,000)
40659 Garbage Coll Fees - Multi Fami	353,432	(275,000)	(275,000)	(325,110)	(337,000)
40661 GARBAGE COLLECTION - INTEREST	10,898	0	0	(10,000)	(1,500)
40816 Extra Bag Tags	1,190	0	0	(1,800)	(2,000)
40819 Sale Of Recyclables	8,667	(8,000)	(8,000)	(6,275)	(8,000)
40890 Other	411	0	0	(1,050)	0
<b>Total Revenue</b>	<b>1,089,356</b>	<b>(1,071,000)</b>	<b>(1,071,000)</b>	<b>(1,138,235)</b>	<b>(1,143,100)</b>
<b>Total 30510 Waste Disposal</b>	<b>2,167,094</b>	<b>25,170</b>	<b>25,170</b>	<b>(36,185)</b>	<b>(61,775)</b>
<b>Total 812 Solid Waste Disposal Enterpris</b>	<b>2,167,094</b>	<b>25,170</b>	<b>25,170</b>	<b>(36,185)</b>	<b>(61,775)</b>

TOWN OF MANSFIELD  
WILLIMANTIC SEWER ENTERPRISE FUND ESTIMATED BUDGET

	<u>2012/13</u> Actual	<u>2013/14</u> Proposed
<b>OPERATING REVENUES:</b>		
Sewer Charges	\$179,775	\$199,040
Other Revenues	<u>2,482</u>	<u>2,378</u>
Total Operating Revenues	<u>182,257</u>	<u>201,418</u>
<b>OPERATING EXPENSES:</b>		
Sewer Billings	133,672	142,100
Purchased Services & Supplies	2,358	3,290
Windham Sewage Treatment Plant Upgrade	76,306	74,830
Depreciation	<u>14,273</u>	<u>14,270</u>
Total Operating Expenses	<u>226,609</u>	<u>234,490</u>
Operating Income/(Deficit)	(44,352)	(33,073)
Retained Earnings, July 1 (restated)	<u>379,694</u>	<u>335,342</u>
Retained Earnings, June 30	<u><u>\$335,342</u></u>	<u><u>\$302,270</u></u>

Town of Mansfield  
Revenue & Expenditure Statement - Project Length

Fiscal Year: 1997 to 2014 for Dates from 01-Jul-1996 to 30-Apr-2014

Account and Description	30-Jun-1996 Balance	Current Budgets and Adjustments	Current Expenses and Encumbrances	Current Revenue	Ending Balance
<b>400 Capital Projects</b>					
<b>84103 STORRS CENTER RESERVE</b>					
<b>Revenue</b>					
40211 Zoning/Special Permits	.00	(15,400.00)	.00	20,365.00	4,965.00
40225 OTHER PERMITS	.00	(36,800.00)	.00	.00	(36,800.00)
40230 Building Permits	.00	(570,800.00)	.00	771,270.80	200,470.80
40450 State Support - Town	.00	.00	.00	.00	.00
40475 Urban Action Grant	.00	.00	.00	.00	.00
40554 Local Support	.00	(28,700.00)	.00	.00	(28,700.00)
40561 Local Support - From Leyland	.00	.00	.00	226,220.26	226,220.26
40699 Fire Safety Code Fees	.00	(372,000.00)	.00	433,234.42	61,234.42
40850 Bonds	.00	.00	.00	.00	.00
40925 Cnr	.00	(748,760.00)	.00	868,576.00	119,816.00
<b>Total Revenue</b>	<b>.00</b>	<b>(1,772,460.00)</b>	<b>.00</b>	<b>2,319,666.48</b>	<b>547,206.48</b>
<b>Expenditures</b>					
51601 Regular Payroll	.00	236,200.00	164,186.95	.00	72,013.05
51603 Temporary	.00	.00	133,657.41	.00	(133,657.41)
51605 Part-time (NB)	.00	.00	8,519.06	.00	(8,519.06)
53120 Prof & Tech Services	.00	174,400.00	207,491.96	.00	(33,091.96)
53122 Legal Services	.00	411,100.00	427,015.70	.00	(15,915.70)
53124 Consultants	.00	.00	7,500.00	.00	(7,500.00)
55104 Site Improvements	.00	495,760.00	377,492.00	.00	118,268.00
55105 Architects - Engineers	.00	105,000.00	120,583.30	.00	(15,583.30)
55203 Construction Costs	.00	.00	26,332.69	.00	(26,332.69)
55224 Moving Costs	.00	290,000.00	462,440.55	.00	(172,440.55)
55233 PERMIT BOND	.00	.00	96,000.00	.00	(96,000.00)
58614 DOWNTOWN PARTNERSHIP	.00	60,000.00	60,000.13	.00	(.13)
<b>Total Expenditures</b>	<b>.00</b>	<b>1,772,460.00</b>	<b>2,091,219.75</b>	<b>.00</b>	<b>(318,759.75)</b>
<b>Total 84103 STORRS CENTER RESERVE</b>	<b>.00</b>	<b>.00</b>	<b>2,091,219.75</b>	<b>2,319,666.48</b>	<b>228,446.73</b>
<b>Total 400 Capital Projects</b>	<b>.00</b>	<b>.00</b>	<b>2,091,219.75</b>	<b>2,319,666.48</b>	<b>228,446.73</b>



**MEMO**  
October 8, 2013

To: Matt Hart, Town Manager  
From: Lon Hultgren, Director of Public Works  
Re: Summary of Force Account Work in Storrs Center

As with all construction projects, the construction of Storrs Center has had some unexpected events, some of which we have been able to mitigate by the use of Town forces. By using Town forces for some of this work we have been able to meet the necessary schedules to be able to open the buildings in August of 2011 and 2012 and extend the grant funding for the various infrastructure projects which we otherwise would have had to find additional funds to cover. We consider Storrs Center to be part of the Town, and our forces are committed to seeing it is constructed and maintained properly.

To date, our efforts have included the installation of a water main to extend water to the two new buildings on Dog Lane, installing temporary drainage behind the old Store 24 building to enable the foundation work to begin for the new building on Royce Circle, installing the drive-through lane in front of the post office and the doing the regular maintenance (plowing, sweeping, refuse removal and litter control) throughout the area. In addition to this ongoing maintenance, we have yet to finish the new drainage and cul-de-sac near the post office, and assist in some of the tree planting, underground utility and foundation work for the Town Square.

Below is a summary of the work tracked to date. We estimate an additional \$40,000 of drainage and paving work at the Post Office, \$10 to \$15,000 to plant the trees on Royce Circle and \$50,000 of labor and equipment for the construction of the Town Square.

**Town Work in Storrs Center – Jan 1, 2010, through June 30, 2013**  
**(3 ½ years)**

<u>Description of Work</u>	<u>Labor</u> (direct costs only)	<u>Equipment</u> (FEMA rates)	<u>Materials</u>	<u>Total</u>
Installation of Water line in front of Storrs Automotive to connect UConn's water main to Dog Lane	\$19,042	\$23,923	\$68,273	\$111,238
Construction of temporary drainage lines behind Store 24 to route storm water around the Royce Circle building site	\$27,725	\$41,385	\$20,105	\$89,215
Site work near the Post Office – drainage, drive up lane, paving.	\$25,421	\$21,868	\$2,328	\$49,617
Routine Maintenance – treating roads & sidewalks, plowing, sweeping, refuse removal, litter control, mowing, etc.	\$28,222	\$12,097	\$3,486	\$43,805