Ad hoc Committee on Responsible Contracting
Friday, April 11, 2014
Council Chambers, Beck Municipal Building

Minutes

Members Present: Toni Moran (Chair), Elizabeth Paterson, Elizabeth Wassmundt

Other Council Members Present: Steve Kegler, Paul Shapiro

Staff Present: Maria Capriola, Assistant Town Manager, Matt Hart, Town Manager, Cherie Trahan, Finance Director, John Carrington, DPW Director/Town Engineer, Eric Ohlund, Clerk of Works, Mike Ninteau, Director of Building & Housing Inspections, Fran Raiola, Deputy Chief/Fire Marshal, Curt Hirsch, Zoning Enforcement Officer

The meeting was called to order at 9:00 am.

1. MINUTES
The minutes of March 14, 2014 were moved by Paterson and seconded by Wassmundt. The minutes were approved as presented with Paterson and Moran voting in favor and Wassmundt abstaining.

2. INVITED GUEST SPEAKERS
Diane Nadeau from the Windham Chamber of Commerce presented data on Windham and Tolland Counties such as number of construction industry employees, number of construction companies, dollar value of wages for those employees, and average salary per employee. She also commented on the value of keeping dollars local when feasible.

Staff presented on the bid, procurement, and inspection process for Town projects, code inspections/enforcement of private projects, and scope of authority of Town staff. The slide presentation which details the topics discussed will be posted as supplemental materials to the meeting.

3. DISCUSSION REGARDING RESPONSIBLE CONTRACTING ORDINANCE FOR MANSFIELD
Local preference in procurement (contractors and employees) was discussed. Staff has been asked to draft concepts re: what "local preference" could look like in the procurement process.

4. FUTURE AGENDA ITEMS
- Minimum wage requirements for local public projects in excess of state and federal law
- Local preference in procurement (contractors and employees)
- Wrap-up and recommendation to the Council

5. PUBLIC COMMENT
None.

The meeting adjourned at 10:45am.

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

Historic District Commission
Minutes
Meeting Tuesday, December 12, 2013

The meeting convened at 7:00 pm

Members Present: G. Bruhn, D. Spencer, and L. Dyson

New Business: None

Old Business:

Status of fence at 981 Storrs Road, Spring Hill Historic District was discussed. The issue resides with the town, as the Building Inspector was involved during construction of the fence. Consultation with town attorney, Dennis O'Brien will be necessary.

The November meeting minutes were approved.

A special meeting will be held on Jan. 7, at the request of Dennis O'Brien, to discuss the sign for the Congregational Church.

The meeting adjourned at 7:45 p.m

Respectfully submitted,

Gail Bruhn,
Chair

November 12th, 2013

To The Review Board,
I am Jannabeth Johnson's immediate next door neighbor to the north at 989 Storrs Road in Mansfield. I have owned my home since 2004. One of the main reasons I bought my home was the unique and classic nature of the historic district in town. I appreciate that Mansfield preserves these areas and wanted to join such a neighborhood. I am dismayed that a large, solid barrier fence was recently erected between Ms. Johnson's house and her immediate next door neighbor to the south. The fence abruptly cuts off the open expanse of nature and disrupts the historic stone walls that have been part of this district for centuries. The panoramic views of nature along with the natural stone walls are important

feature of our neighborhood. The fence changed the look and feel of our historic district neighborhood. I am distressed that it was erected without any conversation between neighbors to see if we could develop an outcome meet everyone's interests.
Thank you for your consideration.
Sincerely,
Lisa Marella
989 Storrs Road
Storrs, CT 06268
860.429.3087

Note: Ms. Johnson's letter will be submitted separately to the Town Clerk.

Old Business:

1) Minutes – November meeting

2) Update – fence at 981 Storrs Road, Spring Hill Historic District

3) Historic District Commission document

4) Other

New Business:

1) Jan. 7 Proposed Special Meeting Date re: First Church of Christ litigation

2) Public Comments

3) Other

Mansfield Board of Education
April 10, 2014
Minutes

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

The meeting was called to order at 7:31pm by Mr. Walikonis.

SPECIAL PRESENTATION: Marcy Rudge, kindergarten teacher at Vinton School, introduced Abby York, intern from E.O. Smith Mansfield Depot Campus with kindergarten students who were helping each other with Chinese and English words.

Ms. Everett arrived at 7:34pm.

HEARING FOR VISITORS: Arthur Smith spoke regarding superintendent's mileage costs. Tina and Carmello Pena spoke regarding revision of resident students not attending the public schools policy.

COMMUNICATIONS: Thank you note from Deb Adamczyk.

ADDITIONS TO THE PRESENT AGENDA: Mr. Baruzzi requested a request for leave be added to the consent agenda and budget update be added to the agenda. Mrs. Kelly requested discussion to seek independent forensic accountant to audit Board mileage budget. Motion by Mr. Rueckl, seconded by Mrs. Paulhus, to add all requests for leave to consent agenda and budget update and discussion regarding independent forensic accountant to agenda. Vote: Unanimous in favor.

COMMITTEE REPORTS:
Policy Committee: Motion by Mr. Rueckl from the Policy Committee to approve the revision to the Resident Students Not Attending Public Schools Policy. Vote: Unanimous in favor.
Personnel Committee: Mr. Walikonis reported there will be an Executive Session following the meeting.

Budget Update: Mr. Baruzzi and Mrs. Trahan reviewed options for calling a special meeting if the Town Council adopts a budget reduction.
Mileage Account Audit: Motion by Mrs. Kelly, seconded by Mr. Fratiello, to secure the services of an independent forensic accountant to audit the Board of Education's mileage accounts. Discussion followed. Vote: Mrs. Kelly, Mr. Fratiello, and Mrs. Paulhus in favor. Ms. Everett, Mrs. Lacombe, Mr. Rueckl, and Mr. Walikonis opposed. Motion failed.

REPORT OF THE SUPERINTENDENT:

- March 31st Professional Development Day: Judy Shay, Reading Language Arts Consultant reviewed the Language Arts professional development provided for certified staff on March 31, 2014. Mr. Baruzzi thanked Mrs. Shay for her dedication to the staff and students of Mansfield.
- MMS Technology Staffing Restructure: Jaime Russell, Director of IT, Thanh Nguyen, Principal, and Candace Morell, Assistant Principal of Mansfield Middle School discussed the 2014-2015 restructure of the Middle School Technology Coordinator position.
- Mansfield Public Schools Homework Guidelines: Mr. Baruzzi and the building principals reviewed homework guidelines and grade level team planning timelines for assignments.
- Voting at Vinton School Update: Mr. Baruzzi informed the Board the Registrars were unable to find another suitable building to be used for voting in District 4.
- Smarter Balanced Assessment Field Test Update: Mr. Baruzzi reported the SBAC field test has been completed at Goodwin School and is in the process at the middle school. Southeast will begin after vacation and Vinton will follow.
- School Climate Survey Spring Parent Letter: Mr. Baruzzi reported the spring school climate surveys will be conducted from April 21-May 12, 2014.
- Connecticut's Educator Evaluation and Support System 2013-2014 Flexibility Request: Mr. Baruzzi reported the CSDE has approved the district's flexibility request. The Professional Development and Evaluation Committee will develop a revised plan to submit to the CSDE and Board for approval.
- Appointment of Mansfield Middle School Principal: Mr. Baruzzi presented Mrs. Candace Morell for appointment as Mansfield Middle School Principal. Motion by Mrs. Lacombe, seconded by Mrs. Paulhus, to appoint Candace Morell as the Principal of Mansfield Middle School effective July 1, 2014. Vote: Unanimous in favor.
- Timeline for Administrative Vacancies: Mr. Baruzzi presented proposed calendars for the search committees for Goodwin Elementary Principal and Mansfield Middle School Assistant Principal.

- Enhancing Student Achievement: Three new projects will be implemented at the schools in support of this activity.
- Class Size/Enrollment: No significant change in class size or enrollment.

APPROVAL OF MINUTES:

- Motion by Ms. Everett, seconded by Mr. Rueckl, to approve the minutes of the March 13, 2014 Meeting. Vote: Unanimous in favor with Mrs. Lacombe and Mrs. Kelly in abstention.

CONSENT AGENDA: Motion by Mr. Fratiello, seconded by Mrs. Paulhus to approve the following items for the Board of Education April 10, 2014 meeting. Vote: Unanimous in favor
That the Mansfield Public Schools accepts the resignation of James Griffith, Technology Coordinator, Mansfield Middle School, effective July 1, 2014.
That the Mansfield Public Schools accepts the retirement of Debra Adamczyk, Principal, Goodwin Elementary School, effective July 1, 2014.
That the Mansfield Public Schools approves the request of Angela Jankowski for maternity and unpaid childrearing leave through November 26, 2014 effective in June 2014.

NEW BUSINESS: None

HEARING FOR VISITORS: Councilor Virginia Raymond, Arthur Smith, Rick Hossack, and Brian Coleman spoke regarding superintendent's mileage costs.

SUGGESTIONS FOR FUTURE AGENDA: Mr. Rueckl and Mrs. Kelly requested further report on details of mileage account. Mrs. Everett requested to discuss staff appreciation.

Motion by Mrs. Paulhus, seconded by Mr. Rueckl, to move into Executive Session to discuss non-renewal of teachers, strategy with respect to collective bargaining, and superintendent's evaluation at 10:25. Vote: Unanimous in favor.
Mr. Baruzzi joined the Executive Session.

The Board returned to regular session at 10:42pm.

Motion by Mrs. Lacombe, seconded by Mr. Rueckl, to accept the recommendation of the Superintendent regarding non-renewal of teachers. Vote: Unanimous in favor.

Motion by Mr. Fratiello, seconded by Ms. Everett to ratify the Agreement Between the Mansfield Board of Education and The Mansfield Public Schools Secretaries' Association, July 1, 2014-June 30, 2018. Vote Unanimous in favor

Motion by Mr. Rueckl, seconded by Mrs. Paulhus, to adjourn at 10:45pm. Vote Unanimous in favor.

Respectfully submitted,
Celeste Griffin, Board Clerk

MANSFIELD ZONING BOARD OF APPEALS – REGULAR MEETING MINUTES FEBRUARY 19, 2014

Vice-Chairman Welch called the meeting to order at 7:00 p.m. in the Council Chamber of the Audrey P. Beck Municipal Building.

Present: Members – Katz, Stearns, Welch

Alternates – Brosseau, Shaiken

Absent: Member – Accorsi, Gotch

Alternates – Ward

Alternates Brosseau & Shaiken acted as voting members for this hearing.

GARY & AMY KREWSON – 7:00 P.M. HEARING

To hear comments on the application of Gary & Amy Krewson for a Special Exception of Art 9, Sec C.2.c. to construct a 26' x 38' garage, 22' from the front property line instead of 32.5' which is the existing setback for the house at 178 Codfish Falls Rd.

Mr. Krewson and his wife acquired this property 2 years ago. They felt the location was great but the house was so rundown that they initially considered tearing it down. The house is a 100 year old farmhouse, set back just 36' from the road. Part of their renovation plan is to connect a garage but due to the curve of the road, the garage would be 22' from the front property line. They have already received approval from the town for a driveway relocation which would allow them room to turn their vehicles around without having to back out onto the road.

A Neighborhood Opinion sheet was received showing no objections and certified receipts were submitted.

BUSINESS MEETING

Shaiken moved to approve the application of Gary & Amy Krewson for a Special Exception of Art 9, Sec C.2.c. to construct a 26' x 38' garage, 22' from the front property line instead of 32.5' which is the existing setback for the house at 178 Codfish Falls Rd, as shown on submitted plan.

In favor of approving application: Brosseau, Katz, Shaiken, Stearns, Welch

Reasons for voting in favor of application:

- Would not adversely affect neighborhood
- Would be an improvement to neighborhood

Application was approved.

APPROVAL OF MINUTES FROM JANUARY 8, 2014

Katz moved to approve the minutes of January 8, 2014 as presented, seconded by Brosseau. All in favor.

ADJOURNMENT

Meeting was adjourned at 7:25 P.M.

Respectfully Submitted,

Richard Brosseau
Secretary

TOWN OF MANSFIELD
OFFICE OF THE YOUTH SERVICES BUREAU

Patricia Michalak, MA
Youth Service Bureau Coordinator

YSB Advisory Minutes
April 8, 2014
12:00 noon @ Mansfield Town Hall
Conf. Rm. B

Board Members

Present:
Ethel Mantzaris, Chair
Chuck Leavens, E O Smith Counselor
Patricia Michalak, YSB Coordinator
Eileen Griffin, LCSW
Pat Schneider, Director of Human Services
Jared Redmond, Mansfield Recreation Coordinator
Sonya Poulin, MSW intern
Bob Brex, NECASA

I. Call to Order

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

II. Approval of minutes

- March 11, 2014 minutes were approved.

III. Reports

- Director's Report – Patricia Schneider
  - Presented the budget last week to the town council: they had questions about the UCONN volunteers and their impact; members were supportive of positive youth development programming and adventure learning training for staff. The public hearing for the budget is coming soon.
  - The Senior Center has hired a part-time BSW Outreach Worker and is looking to hire a Program Coordinator
  - The Early Childhood Coordinator is leaving and there is discussion about filling the position
- Coordinator's Report – Patricia Michalak
  - **Villari's Martial Arts:** – State wide competition was held at Uconn and staff attended the events with some of our middle school students as participants. The opening of the Storrs dojo several years ago has made the opportunity to participate in martial arts more accessible to Mansfield families and easier for us to collaborate with Ken Caputo and his staff.

- **Suicide and Prevention Training:** Kate Bohannan facilitated suicide prevention training for the Safety and Wellness Committee. Staff also attended the grant reporting meeting and was invited to join UConn's monthly suicide prevention and mental health services meeting. Staff will attend this meeting and determine if this is an effective collaboration.
- **PAWS**: Staff took MMS students to the Peers Leadership Conference. Students benefited from the experiences which included workshops on the dangers of drug and alcohol use, stress management, consumer awareness as well as an excellent motivational speaker that the students connected well with.
- **Multi Family Therapy Group**: Dr. Haney provided an in-school evaluation and consultation at Goodwin School in addition to his monthly group meeting with families both at town hall and EOSmith.
- **X-Block:** Staff has received positive feedback from school counselors about the usefulness of YSB's in-school counseling program. This program provides YSB staff an opportunity to see students without delay and to meet with them more regularly.
- **UCONN Baseball Team:** Students were not able to attend the game as it was moved to Hartford due to conditions of the UCONN baseball field. Members of the baseball team have been wonderful mentor to students in the Big Friends program and the "Littles" are looking forward to watching their "Bigs" play at another time.
- **Family Studies Fair:** Staff participated in the program's career fair. We are hoping to be able to use Humphrey Center as a referral source for some of our families. We also recruited a couple of students interested in internships including someone for this summer.
- **Internship Program:** Staff has begun interviews for interns for the 2014-2015 academic year. Our plan is to accept one BSW and one MSW student intern. Our internship placement allows students to participate in all of our clinical and youth development programs as well as assist in case management.
- **Case Review Meeting:** YSB and Adult Services clinical staff had their first meeting discuss shared clients. We plan on meeting monthly to increase communication and collaboration.

IV. Old Business:

- Jared Redmond has been approved as an Advisory Board member.

V. New Business:

- Bob Brex from NECASA conducted a focus group, asking the Advisory Board the following questions and will follow-up with a report:
  - What are the biggest challenges facing those in your community with substance abuse problems?
  - What are the biggest challenges facing those in your community with mental health problems?

- Are people willing to talk about their mental health problems? Why or why not?
- Are people willing to talk about their substance abuse problems? Why or why not?
- How can the community best support its members with mental health and substance abuse problems, especially those at risk of winding up in the prison system?
- What are the strengths and weaknesses of your community with respect to caring for people with mental health and/or substance abuse problems?
- If you, or someone you know, had a mental health problem, would you know what resources were available and how to access them?
- If you, or someone you know, had a substance abuse problem, would you know what resources were available and how to access them?
- Has the Sandy Hook school shooting and the resulting media coverage changed how you feel, think, or act with respect to mental health issues in your community?
- What kind of impact have you seen in your community as a result of healthcare reform (otherwise known as the Affordable Care Act or Obama Care)?
- If you were responsible for mental health and substance abuse services in your community, what kind of changes would you make?
- How are mental health, substance abuse, and medical problems intertwined in your community?

- This is Sonya Poulin, second year graduate intern's final Advisory Board
- Volunteer recognition is tomorrow, April 9, 2014 from 5:30-6:30
- Elementary and Secondary School Counseling Grant: librarian is applying for this grant to possibly have an in-school counselor; the grant is aimed to reduce the number of behavioral referrals to the principal; this would be a one-year grant
- Betsy Hamill Memorial Campership Fund: there has been $2560 in funds received in about a week and $1800 rolled over from last year; staff is reviewing the application process

VI. Other:

- None

VII. Adjournment

- Meeting adjourned at 12:45 p.m. May 13, 2014 is the next meeting.

MANSFIELD DOWNTOWN PARTNERSHIP
ADVERTISING AND PROMOTION COMMITTEE
Meeting
Festival on the Green Subcommittee
Monday, September 16, 2013
5:00 pm

Minutes

Present: Tom Birkenholz, Kim Bova, Millie Brosseau, Janine Callahan, Julia Callahan, Betsy Paterson, Rod Rock, Barry Schreier, Ilze Taylor
Staff: Cynthia van Zelm, Kathleen Paterson, Sarah Delia

1. Call to order
Betsy Paterson called the meeting to order at 5:00pm.

2. Public comment
There was no public comment.

3. Approve minutes of September 9, 2013
Tom Birkenholz made a motion to approve the minutes of September 9, 2013.

Julia Callahan seconded the motion.

The Minutes were approved unanimously.

4. Update on committee tasks
Music: Rod Rock updated the Committee on the music. Everything is all set. The musicians will arrive at 10:30am and start setting up. Kidsville Kuckoo Revue is playing at 1:00pm. Black Prairie will arrive at 1:30 and will do a sound check and will play from 2:30pm- 4:00pm.

Activities: Oak Grove Montessori dropped out of having an Activity booth, but is still marching in the parade. The EO Smith Music Department will take their booth.

There was a discussion about mini-pumpkins. **Ilze Taylor volunteered to purchase $100 worth of mini-pumpkins from BJ's.**

Ms. Taylor also said that there are more inserts coming for the Partnership bags; she was asked to have them to the Partnership Office by Wednesday of this week so they could be stuffed into the bags before Friday.

Advertising: The Celebrate Mansfield Weekend brochure was in the Hartford Courant on Sunday, September 15. **Cynthia van Zelm, Kathleen Paterson and Rick Brosseau will appear on the Wayne Norman show on Thursday, September 19 at 7:00am**. All the ads will appear in the paper this week.

Art: Everything is set. Altrusa is confirmed to staff the Art Show all day. **Kim Bova is looking for a few more easels.**

Food: The food vendors are in excellent shape. Millie Brosseau reported that all vendors have their health permits.

Parade: Mr. Birkenholz passed out the Parade order; some revisions were made to the order. There are over 700 people scheduled to march in the parade. **Line up begins at 11:00am; the parade wranglers will report at 10:00am.**

Set-up: Nothing has changed since the last meeting. The Activity Booths will load in between 9:00am and 11:00am. The vehicles will need to keep moving; no parking is allowed in the Booth space. By 11:00am all vehicles must exit the Booth area.

Ms. K. Paterson passed out a cell phone list for the day of the Festival and asked members to write their down their phone numbers in case of implementation of the rain plan. The Rain Plan will go out tomorrow; **a decision on whether to implement the rain plan will be made on Saturday evening.**

Sponsors: Ms. van Zelm said that the new sponsor, the Nathan Hale Inn will have a booth.

Volunteers: Ms. K. Paterson said that she has heard from one sorority and one fraternity about volunteering. She also said that many groups will wait until the last minute to respond and let her know if they will be volunteering.

5. Celebrate Mansfield Weekend

The insert on Storrs Center went out in the Hartford Courant this past Sunday. The music is finalized for Friday. Funky Dawgz will play before and after Grand Opening, the rest of the schedule include the Conn Men at 1:00pm, the Earl MacDonald Jazz Quartet 2:15pm, Bruce John and the Bandaleros at 3:30pm and Poor Old Shine at 5:00pm. Dog Lane will be closed from 8:00am – 8:00pm for the Grand Opening and the musical performances. The Community Center is sponsoring Family Fun Night from 6:30pm – 9:30pm and StoDoArts is sponsoring the movie *Grease* at 7:30 in von der Mehden Hall.

On Saturday, the Whetten Walk will be at 12:00pm and will take one and a half hours. The Community Center sponsors a Free Mansfield Day from 12:30 – 3:30pm. There will be music at the Farmer's Market at 3:00pm. The Puppet Slam will have performances at 8:00pm and 10:00pm at the UConn Studio Theatre.

6. Review Supplies Needed List

Ms. K. Paterson checked in on the supplies that have been turned in so far. **Ms. Brosseau and Mr. Birkenholz will make arrangements to fill the coolers with ice before they arrive on Sunday morning.**

Ms. K. Paterson distributed the A-Frame signs and members picked up their t-shirts from the Downtown Partnership office before disbursing.

7. Adjourn

The meeting adjourned at 6:00 pm.

Minutes prepared by Sarah Delia

MANSFIELD DOWNTOWN PARTNERSHIP
ADVERTISING AND PROMOTION COMMITTEE
Meeting
Celebrate Mansfield Festival Subcommittee
Monday, April 21, 2014
5:00 pm

Minutes

Present: Kim Bova, Betsy Paterson, and Ilze Taylor
Staff: Cynthia van Zelm and Kathleen Paterson

1. Call to order
Chair Betsy Paterson called the meeting to order at 5:05 pm.

2. Public comment
There was no public comment.

3. Approve Minutes from March 17, 2014 and April 21, 2014
The Minutes were approved by consensus.

4. Review Task List
Activities: The subcommittee members revived a discussion from a previous meeting regarding increasing the participation fee for 2014 and agreed to change the fee to $25 for an activity booth.

Advertising: Subcommittee members volunteered to distribute "Save the Date" cards throughout town.

Art: Kim Bova reported that the Call to Artists, Prospectus, and Application have been mailed to the list of artists and posted to the Festival website. Kathleen Paterson noted that the deadline for artists to submit their work is not until mid-August.

Children's: **Ilze Taylor will come up with a list of suggestions for activities for groups hosting booths [Done].** By general consensus, the subcommittee agreed to postpone planning Festival-sponsored activities until it is known what groups will be doing at their booths.

Music: Ms. K. Paterson reported that she hopes to have the contract for the headlining act finalized before the next meeting.

Set-up: Ms. K. Paterson will meet with Kristin Schwab soon to review and possibly revise the site layout.

Sponsors: Ms. Paterson said that she, Cynthia van Zelm, and Ms. K. Paterson had met to discuss the sponsorship levels and that they would like to suggest changing the levels to $500, $1,000, or $2,000 for businesses and adding the family option suggested by Janine Callahan at $200.

Ms. Bova and Ms. Taylor supported the changes and suggested using the titles "Bronze, Silver, Gold, and Platinum."

Ms. Taylor commented that the sponsorship brochure should be exciting and should emphasize what the businesses will get in exchange for their donation.

Ms. Bova suggested that the Bronze/Family level should not be included in the information that is sent to sponsors.

5. Open discussion
Ms. Taylor asked if there was a way to do outreach through the schools. Ms. K. Paterson responded that flyers can be sent home with the students, which the Festival subcommittee usually does in the fall after Labor Day.

6. Adjourn
The meeting adjourned at 6:20 pm.

Minutes by Kathleen M. Paterson

APPROVED

Commission on Aging Minutes
April 14, 2014

MEMBERS PRESENT: will Bigl (2015), April Holinko (2014), Bettejane Karnes (2015), Steve Kegler, Bev Korba (2014), Laurie McMorrow (20140, Joan Terry (2014)
ABSENT: Sam Gordon (2014), Don Nolan (2014)
COMMUNITY REPRESENTATIVES: Estelle Elliot (Wright's Way), Emile Porier (Jensen's)
STAFF: Cindy Dainton (Senior Center Supervisor)

Minutes – April Holinko made a motion to approved the March minutes. The motion was seconded by Bev Korba and passed.

Remarks by Member – Steve Kegler told us that the town budget public hearing will be held on April 16. He presented the Republican party view of the Town budget.

Senior Center Supervisor – Cindy handed out copies of Senior Happenings. Applications for a Senior Center Program Coordinator are being accepted. Cindy encouraged us to attend the Positive Aging series at the Senior Center. The Center will be closed June 23-27 for cleaning and painting.

Senior Center Assn. President – Estelle told us the annual meeting will be held on June 11 at 5:00 pm with supper before the business meeting and a program following.

Community News – Emile reported that the emergency services committee at Rolling Hills has begun handing out GO bags with directions to residents on how to be prepared. He agreed to bring their brochure to the next meeting in hopes that we can encourage the Town to do something similar. Cindy offered to publicize it in her annual letter to all over-55 residents in September.

The meeting was adjourned at 10:15 a.m.

Respectfully submitted,
Joan Terry, secretary

DRAFT

Human Services Advisory Committee
Minutes of April 30, 2014 Meeting

Present: Sara Anderson (Advocates for Children); Ethel Mantzaris (YSB), chair; Bev Korba (Sr. Ctr. Assn.); Victoria Nimirowski (WAIM); Joan Terry (Comm. on Aging)
Absent: Ron Baker (Member at Large); Fred Goetz (ADA); Dexter Eddy (Housing Authority); Lorraine Kenowski (Member at Large);
Staff: Pat Schneider, Director of Human Services

The meeting was called to order at 3:30 p.m.

The minutes of the March 2014 meeting were approved as written.

Pat handed out copies of the Committee's meeting dates so we will not have future confusion over which Wednesday is our correct meeting date.

Pat updated the Committee on a number of issues. An outreach social worker has been hired: Carolyn McAuliffe has experience with outreach and is Choices trained. The senior center program coordinator vacancy has attracted over 100 applications. Kathleen Krider has resigned her position but will help with transition.

Various grants are being applied for with some updating necessary. It is hoped there will be some funds in the new transportation budget to pay a driver for the town van allowing greater use.

Youth services had an excellent volunteer recognition to thank mentors from UConn. Next year there will be two interns from Eastern CT University. The funds for the Challenge program have been cut in half and have been placed in the recreation department's budget.

The fee waiver ordinance has been modified in an effort to keep expenditures under better control.

Joan shared a memo to the Council Committee on Committees that was written by the previous director last March. It contained the results of

discussions our committee had during a strategic planning session. Pat will follow up with the memo to see if it was ever sent to the Council's Committee on Committees.

Transportation problems with the Windham Transit District buses were briefly discussed. Some of our committee members have heard that people with disabilities have been denied access to the buses. The committee feels this is an area where we might be able to affect a positive change.

Meeting was adjourned at 4:14 p.m.

Respectfully submitted,
Joan Terry, Secretary

MANSFIELD DOWNTOWN PARTNERSHIP
MEMBERSHIP DEVELOPMENT COMMITTEE MEETING
Mansfield Town Hall, Conference Room C
March 17, 2014
4:15 PM

MINUTES

Present: George Jones (Chair), Sally Doyen, Dennis Heffley, June Krisch, Shamim Patwa, Bruce Stave

Staff: Cynthia van Zelm

1. Call to Order

George Jones called the meeting to order at 4:20 pm.

New Committee member Bruce Stave and Committee members introduced themselves.

2. Approval of Minutes from February 10, 2014

Shamim Patwa made a motion to approve the minutes of February 10, 2014. Dennis Heffley seconded the motion. The motion was approved.

3. Update on Storrs Center

Cynthia van Zelm said a zoning permit application was being finalized for the Phase 2 (Wilbur Cross Way) phase of Storrs Center.

She said the plans for Phase 3 (the for-sale residential) were also underway and the market would be tested at a public meeting hosted by master developer LeylandAlliance in early April.

Ms. van Zelm said work will begin again on the town square with the stone walls starting this week.

Ms. van Zelm said the Price Chopper grocery store is still planned to open this summer.

4. Update on Renewals/Follow-Up Calls

Ms. van Zelm said 2nd letters had just gone out to members who had not renewed their 2013 membership.

Ms. van Zelm will prepare a generic e-mail for members to send out to solicit renewals. It will include a link to the membership form on the web as well as the actual form. Ms. van Zelm will send the list of members who have not renewed by the end of March for Committee follow-up.

Ms. van Zelm said she is working on sending out a letter to the current Storrs Center businesses to solicit them as members.

5. Review of Membership Dues

Mr. Jones said he had been approached to review again the amount of a proposed increase in membership dues. The Committee had originally proposed an increase from $15 to $20. Any increase needs to be approved by the Partnership membership.

Sally Doyen made a motion to recommend to the Board of Directors that the Board propose to the Partnership membership that individual membership dues be increased from $15 to $25. Ms. Patwa seconded the motion. The motion was approved with June Krisch voting "no."

6. Member Event – Speaker, Location, Budget

Mr. Jones reminded the Committee that it had suggested holding a member event for members who give at the patron ($200) level or above. The Committee tentatively chose May 21 or May 22 for the event. Mr. Jones was going to look into using the new Ballard/UConn Co-op performance space.

Ms. van Zelm will follow-up on a potential speaker.

7. Adjourn

Ms. Patwa made a motion to adjourn. Ms. Krisch seconded the motion. The meeting was adjourned at 5:35 pm.

Minutes taken by Cynthia van Zelm.

MANSFIELD ADVOCATES FOR CHILDREN
Wednesday, April 2, 2014
Community Room, Mansfield Community Center
MINUTES

Members Present: Sara Anderson, Fred Baruzzi, Lisa Bovee, Julie Campbell, Terry Cook, Lisa Dahn, Susan Daley, Sarah Delia (staff), Jane Goldman, Cindy Guerreri, Katherine Johansen, Kathleen Krider (staff), Mark LaPlaca, Rachel Leclerc, Brett Reynolds, Pat Schneider, Esther Soffer-Roberts, Judy Stoughton, Linda Williams, Jillene Woodmansee and Kelly Zimmerman.

Regrets Jordana Frost, Rita Kornblum, Mary Jane Newman, Jeff Smithson

WHAT	***DISCUSSION***	***OUTCOME***
CALL TO ORDER	Kathleen Krider called the meeting to order at 5:37pm.	
CONSENT AGENDA	Approval of the Minutes of March 5, 2014 meeting.	*The March 5, 2014 Minutes were approved with amendments.*
SPECIAL BUISINESS	**Community Assessment Tool:** Cindy Guerreri • Cindy led the membership in discussing and evaluating the Assessment Tool about MAC's performance over the past year. • Members of MAC volunteered to fill areas of need identified by the Community Assessment Tool.	*Discussion completed.* *Linda Williams will be the point person for the Scorecard database. The Executive Council will consist of Terry Cook, Susan Daley, Cindy Guerreri, Pat Schneider, Mary Sposito, Sara Anderson, Kathleen Krider, Sarah Delia and possibly Jordana Frost or Rita Kornblum. Sarah Delia will send out a doodle poll to find a time for an Executive Council Meeting.* *Need to look into finding another person to take Sara Anderson's place on the Human Services Advisory Committee.*
TEAM UPDATES	**Staff Reports:** **Playground Committee:** Sara Anderson • Playground Committee is applying for a grant	

	from New Alliance Bank for $10,000. • The Eggztravanza Egg Hunt will be at the Community Center on Saturday, April 19 at 1:00pm. • The administration of the Run for the Playground will be taken over by the Willimantic Athletic Club for this year. • There will be a fundraiser at the Adventure Park in Storrs. • The Children's Committee, led by Kelly Zimmerman will be starting this spring. • An RFP for site design for the Playground was issued. After the preliminary site work is designed the Town will be able to ascertain what resources they will be able to dedicate to the project. The Committee will also know how much money they will need to raise to complete the project and more details on the time frame for the building of the Playground. **POP - Judy Stoughton** • The Parent POP was held on Saturday, March 22 at the Mansfield Public Library at 10:00am. There were 10-11 parents in attendance and 6-7 children. There was good feedback from the program, it was a very participatory event, and some parents were more comfortable with the format than others. • The Kid and Family POP will be held on Friday, April 11 in the evening at the Public Library. **Website now live – Brett Reynolds** • The new MAC website is now live and available to anyone who clicks on the Mansfield Advocates for Children, either through a search or through the Town website. **Home Schooling Policy – Mark LaPlaca** • Mark reported that the BOE Policy committee will look at the participation in After School Services by resident, non-enrolled students. • There is also a question of whether resident non-enrolled students will be offered special education services such as speech therapy. This issue is not as clear. •	
OLD BUSINESS	**Development of Executive Council/Revision of By-Laws** - Jillene Woodmansee • Jillene reported that the By-Law Subcommittee is ready to place the By-Law revisions before the MAC membership.	*The By-Law Revisions were passed out and will be considered at the next MAC meeting.*
PARKING LOT	1. Transportation	

ADJOURN	The meeting adjourned at 7:31 pm. Next MAC Meeting, **Wednesday, May 7, 2014, 5:30pm – 7:30pm at the Senior Center at 303 Maple Road.** Agenda topics: Please send to Kathleen at kriderk@mansfieldct.org Respectfully submitted, Sarah Delia Assistant to the Early Childhood Services Coordinator	

"All Mansfield Children ages birth through 8 years old are healthy, successful learners, and their families are connected to the community."

Mansfield Community Playground Project
Meeting Minutes

Date: March 13, 2014

Present:
Steering Committee members present:
Sara Anderson, Ellen Tulman, Julia DeLapp, Megan Huff, Chad Rittenhouse, Jean Johnson, Kelly Zimmerman, Heather Bunnell, Kathleen Krider, & Curt Vincente

Members of the community present:
Chelsea Burns & Maggie Ferron, Karen & Sara Sommers, and Caleb & Jade Blanchard

Next Meeting: Thursday April 10, 2014, 7-8 pm, conference room B

I. Welcome & Introductions
II. Approval of Minutes from 1/9/14 meeting
III. Town Update – In order to move forward it is necessary for the Playground Committee to hire an architectural engineering firm to prepare a thorough site plan. Plan will be intended to identify costs for site preparation. Design is to be inclusive of other future plans undertaken in/around MCC. Committee voted to move forward with submitting Request for Proposal (RFP).
IV. Thank you – Sara thanked the committee members for their dedication & perseverance.
V. Fundraising
   a. Julia distributed an updated Financial Overview
   b. Upcoming events include a potential Zumba-thon (M McClaren to help organize) and additional houseparties.
VI. Children's Committee
   a. The goal of children's committee is that every child in our town is to be represented on playground – all children to be connected
   b. Children's Committee will be offering a "course" through MCC (advertised in catalog), starting 4/26/14.
VII. Robotathon at EOSmith to take place May 28, 2014 6:30-8:30
VIII. 5K – committee supports holding 5K this year. Currently looking for a new chairperson
IX. Eggstravaganza will be 4/19/14. Information found in MCC spring catalog & will be distributed throughout the community.

Minutes prepared & respectfully submitted by Ellen Tulman on 3/1314.

Mansfield Community Playground Project
Meeting Minutes

Date: April 10, 2014

Present:
Steering Committee members present:
Sara Anderson, Ellen Tulman, Julia DeLapp, Megan Huff, Chad Rittenhouse, Jean Johnson, Kelly Zimmerman, Heather Bunnell, Brett Reynolds, & Curt Vincente

Members of the community present:
Jane Goldman

Next Meeting: Thursday May 8, 2014, 7-8 pm, conference room B

I. Welcome & Approval of Minutes
II. Children's Committee Update – Kelly Zimmerman.
   a. There are published dates for Children's Committee activities in the MCC catalog. Kelly will not be able to attend 4/26 meeting. She will send out agendas & requests that other committee members assist.
   b. MMS Afterschool Club will begin after April vacation. Kelly has support of some parents (including Esther Soffer-Roberts) & staff
   c. Summer activities – assisting at the Fun Run and 1 possible other "special event"
III. Build Date still pending
IV. Fun Run – WAC is working to help organize this event. A summer run is anticipated. Maggie Ferron has agreed to be playground liaison for this event.
V. Egg Hunt will be Saturday April 19, 2014 from 1-3
   a. Volunteers coming from committee & community (EOSmith, MMS, UCONN)
   b. Sara is handling PR for this event – press release, flyers, & sandwich boards
VI. Zumbathon will be Friday May 16 from 6-8 at Storrs Congregational Church. This event is being organized by Melissa McClaren.
VII. Moe's fundraiser brought in between $200-$300.
VIII. Robotathon at EOSmith to take place May 28, 2014 6:30-8:30
IX. Julia & Sara have been meeting with a potential donor.
X. VOLUNTEER COMMITTEE CHAIRPERSON NEEDED as Megan Huff & her family are moving to Utah at the end of May.
XI. New potential event ideas:
   a. Event at the Adventure Park – Nick Ferron is helping to coordinate
   b. Discussion of events held at Grayledge Farm in Lebanon
   c. Friday Artists Downtown
   d. Storrs Farmers Market

Minutes prepared & respectfully submitted by Ellen Tulman on 4/10/14.