



TOWN OF MANSFIELD
TOWN COUNCIL MEETING
Monday, July 28, 2014
COUNCIL CHAMBERS
AUDREY P. BECK MUNICIPAL BUILDING
7:30 p.m.

AGENDA

	Page
CALL TO ORDER	
ROLL CALL	
APPROVAL OF MINUTES	1
PUBLIC HEARING	
1. Open Space Acquisition, Sawmill Brook Lane Parcel (Item #4, 07-14-14 Agenda)	7
2. Proposed Deletion of the Ordinance Regarding Regional Planning Agency (Item #5, 07-14-14 Agenda)	9
OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL	
REPORT OF THE TOWN MANAGER	
REPORTS AND COMMENTS OF COUNCIL MEMBERS	
OLD BUSINESS	
3. Storrs Center Update (Item #1, 07-14-14 Agenda) (Oral Report)	
4. Open Space Acquisition, Sawmill Brook Lane Parcel (Item #4, 07-14-14 Agenda)	11
5. Proposed Deletion of the Ordinance Regarding Regional Planning Agency (Item #5, 07-14-14 Agenda)	13
NEW BUSINESS	
6. Information Technology Update	19
7. Expansion of Housing Inspection Zone	21
8. <u>WPCA</u> , Four Corners Sanitary Sewer Project.....	27
9. Cancellation of August 11, 2014 Regular Town Council Meeting	41
REPORTS OF COUNCIL COMMITTEES	
DEPARTMENTAL AND ADVISORY COMMITTEE REPORTS (www.MansfieldCT.gov)	
PETITIONS, REQUESTS AND COMMUNICATIONS	
10. Correspondence between A. Smith and M. Stanton regarding the Connecticut Freedom of Information Act.....	43
11. Correspondence regarding the Mansfield Transfer Station.....	47
12. S. Thomas (07-21-14)	61

13. L. Painter re: Public Hearing on proposed tree removal on Dog Lane and Gurleyville Road	63
14. Request for Proposals (RFP): Impact Analysis of Next Generation Connecticut Initiative	65
15. State of Connecticut Department of Transportation re: Safe Routes of School	69
16. University of New Haven re: Open Houses.....	71

FUTURE AGENDAS

EXECUTIVE SESSION

ADJOURNMENT

REGULAR MEETING – MANSFIELD TOWN COUNCIL
June 23, 2014
DRAFT

Mayor Elizabeth Paterson 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: Kegler, Kochenburger, Marcellino, Moran, Paterson, Raymond, Ryan, Shapiro, Wassmundt

II. APPROVAL OF MINUTES

Ms. Moran moved and Mr. Shapiro seconded to approve the minutes of the June 9, 2014 as presented. The motion passed unanimously.

III. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

Ric Hossack, Middle Turnpike, called the vote on the Safe Routes to School at the May 27, 2014 meeting a poor display of democracy.

David Freudmann, Eastwood Road, noted the Mansfield Housing Authority purchased land on South Eagleville Road, which is currently zoned RAR-90, and plan to construct Section 8 housing units. Mr. Freudmann asked if the Town has offered any assurances regarding a zoning change. He also questioned why the Mansfield Housing Authority asked the Council for an increase in funds during the budget cycle if they were able to purchase this land for cash.

Arthur Smith, Mulberry Road, expressed concerns regarding the Memorandum of Understanding between the Town and UConn.

Brian Coleman, Centre Street, asked if herbicides are being used near the sidewalk in front of the Eaton bog and if they are requested the area be posted.

IV. REPORT OF THE TOWN MANAGER

In addition to his written report Town Manager Matt Hart commented that he became aware of plans for the Mansfield NonProfit Housing Development Corporation to build affordable housing units last week and stated that no assurances have been given with regards to potential zone changes.

Ms. Wassmundt expressed disappointment that the fee schedule for the transfer station was not presented during the budget cycle. The Town Manager stated that the various fee schedules could be included as budget documents if the Council so desires.

V. REPORTS AND COMMENTS OF COUNCIL MEMBERS

Mayor Paterson publically thanked Jennifer Thompson, Fran Raiola, Jamie Russell and Sara-Ann Bourque for their work on the implementation of the CodeRed project and urged residents to sign up for the alerts if they haven't already.

The Mayor also noted the grand opening of Hartford Healthcare and welcomed the facility to the community.

Ms. Moran reported the CRT production of Sunshine Boys was wonderful. The next scheduled production is Gypsy.

VI. OLD BUSINESS

1. Storrs Center Update

No report

2. Community Water and Wastewater Issues

The UConn Water and Wastewater Advisory Committee met and were provided a brief report on Connecticut Water Company's water diversion permit. The Four Corners Water and Sewer Advisory Committee will meet on July 1, 2014. An update on the project will be provided. The Town Manager and Director of Finance have invited Bill

Lindsay, the Town's financial adviser, to the next Finance Committee meeting to discuss bonding options for the Four Corners Project.

Staff continues to keep Masonicare updated on the water project.

3. Collaboration with Community School for the Arts

Parks and Recreation Director Curt Vincente, UConn Vice-Provost and Executive Vice-President of Academic Affairs Sally Reis, Dean of the UConn School of Fine Arts Bríd Grant, and Community School for the Arts Director Linda Neelly described the importance of the project and responded to questions. Ms. Reis stated the proposed collaboration will eliminate duplicate registration and marketing efforts allowing the Town and School to offer more to the children of Mansfield. Ms. Grant addressed remarks made during the public comment section of the meeting, at which time a resident misidentified the profit and loss figures for the Community School for the Arts (CSA).

Council members discussed the details of the proposed MOU, the joint marketing and registration plans, the historical role of the University in providing access to the arts, the financial sustainability of the School, the opportunity to try the collaboration with assessments to be made in a year and again the following year, and the need for a comprehensive business plan.

In response to questions raised during the public comment period, Mr. Hart stated the Town is not assuming any liability to pay any UConn employee nor is the Town assuming any debt for the program. The Town will realize "full cost recovery" during this two year period. Mr. Hart also stated that he has full confidence in the Finance Director's ability to absorb this added entity into her department's work flow.

Ms. Moran moved and Mr. Shapiro seconded, effective June 23, 2014, to authorize the Town Manager to execute the proposed Memorandum of Understanding with the University of Connecticut regarding the Community School of the Arts for a term to run from July 1, 2014 through June 30, 2016.

The motion passed with all in favor except Ms. Wassmundt who voted no.

VII. NEW BUSINESS

4. Transfer of Uncollected Taxes to Property Tax Suspense Book

Chair of the Finance Committee Mr. Ryan moved, effective June 23, 2014, to transfer \$53,531.81 in uncollected property taxes to the Mansfield Property Tax Suspense Book, as recommended by the Collector of Revenue.

The motion passed unanimously.

Mr. Ryan moved and Ms. Moran seconded to refer the matter of uncollected taxes for UConn students to the Town/University Relations Committee, to determine if the University could assist the Town with its collection efforts.

The motion passed unanimously.

5. Council Appointment to Parking Steering Committee

Mr. Shapiro moved and Mr. Kochenburger seconded, effective June 23, 2014, to appoint Alex Marcellino to the Parking Steering Committee for Storrs Center, as the Town Council representative.

The motion passed unanimously.

Mr. Shapiro moved and Ms. Moran seconded, effective June 23, 2014, to add one ex officio position for Hart Realty Advisors to the Parking Steering Committee for Storrs Center.

The motion passed unanimously.

VIII. REPORTS OF COUNCIL COMMITTEES

Chair of the Finance Committee Bill Ryan reported the auditor's recommendations have been or will be implemented by the Director of Finance. The Committee also received an update on the implementation of the uniform chart of accounts for the Town and

June 23, 2014

Board and reviewed the energy prices for the year. The Finance Committee will be reviewing the financial shared services agreement. Chair of the Personnel Committee Toni Moran stated the Committee reviewed the use of electronic devices by Councilors during meetings and are recommending no changes to the Town Council Rules of Procedures. The Committee urged members not to use such devices for communication purposes and requested if members would like to communicate with others that they leave the table and go into the hallway. The Committee also looked at the cancellation of meetings and agreed that meetings should be cancelled and rescheduled if, for a variety of reasons, the work of the committee cannot be accomplished. No changes to the Town Council Rules of Procedures were recommended.

Chair of the Committee on Committees Peter Kochenburger offered the recommendation of Sabrina Hosmer to the Mansfield Advocates for Children. The motion passed unanimously. Mr. Kochenburger provided an update regarding the membership to the Connecticut Water Company Advisory Committee. The Economic Development Commission is recommending the appointment of John McQuire. The Conservation Commission is recommending the appointment of Joan Buck. The Planning and Zoning Commission, in consultation with the Town Attorney, has declined to recommend an appointment. Mr. Kochenburger spoke to Conservation Commission member and Open Space Committee member Michael Soares who is willing to serve. The Committee on Committees will meet prior to the next Council meeting to vote on the recommendations.

IX. DEPARTMENTAL AND COMMITTEE REPORTS

No comment offered.

X. PETITIONS, REQUESTS AND COMMUNICATONS

6. A. Smith (6/9/14)
7. A. Smith (6/10/14)
8. J. Goodwin re: STEM Residence Hall DEEP Wetlands Permit Application
9. E. Paterson re: Appointment to WRTD
10. E. Paterson/M. Hart re: WRTD
11. C. Trahan re: Mileage Reimbursement for Superintendent Baruzzi – Council members to review with regards to the upcoming discussion on shared services.
12. PZC Application Referral: East Brook F, LLC
13. Transfer Station Fee Schedule
14. Legal Notice: Adoption of Amendments to Parks Rules and Regulations
15. Mansfield Minute – June 2014
16. Press Release: Test of Mansfield's CodeRED emergency notification system complete
17. CRCOG Annual Report 2013-2014
18. UConn 2013 Water Quality Report

XI. FUTURE AGENDA

Mr. Ryan requested the Council look at extending the rental zone to the entire Town. Ms. Moran asked when the proposed smoking bans in Town parks will be discussed. The Town Manager expects this issue to be included on a July agenda.

XIV ADJOURNMENT

Mr. Shapiro moved and Mr. Kegler seconded to adjourn the meeting at 9:23 p.m. The motion passed unanimously.

Elizabeth C. Paterson, Mayor

Mary Stanton, Town Clerk

June 23, 2014

REGULAR MEETING – MANSFIELD TOWN COUNCIL
July 14, 2014
DRAFT

Mayor Elizabeth Paterson 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: Kegler, Kochenburger, Marcellino, Paterson, Raymond, Ryan, Shapiro, Wassmundt
Excused: Moran

II. APPROVAL OF MINUTES

Mr. Ryan moved and Mr. Shapiro seconded to approve the minutes of the June 23, 2014 meeting as presented. Ms. Wassmundt questioned some of the wording contained in Item 3, Collaboration with Community School for the Arts. After some discussion it was agreed that the motion to approve would be postponed to allow the Town Clerk time to review the recording of the meeting. Mr. Shapiro moved and Mr. Ryan seconded to approve the minutes of the July 2, 2014 special meeting as presented. The motion passed with all in favor except Mr. Kochenburger, Mayor Paterson and Ms. Wassmundt who abstained.

III. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

Ric Hossack, Middle Turnpike, called for an investigation into the Superintendent's travel expenditures and asked how the Council is planning to spend the additional revenue from the State.

Arthur Smith, Mulberry Road, offered an apology regarding his mistake in identifying how many years the Community Arts School has operated at a profit. Once the subsidies are eliminated he stated there were no years for which they showed a profit. Mr. Smith questioned contracts entered into by the Town; stated he has identified a pattern of defective disc in response to Freedom of Information requests; and questioned comments made by representatives of Blum and Shapiro with regards to their role. Brian Coleman, Centre Street, asked the Council to investigate this misuse of taxpayer funds.

David Freudmann, Eastwood Road, objected to a statement by the Deputy Mayor in the Finance Committee regarding his comments concerning the Council's role in reviewing questionable expenditures.

IV. REPORT OF THE TOWN MANAGER

In addition to his written report, the Town Manager offered the following responses to questions raised during public comments:

- The Town Council has not yet spent the additional state revenues but will be receiving recommendations from staff in September
- The Town Manager will look into faulty discs in answer to FOI requests
- Mr. Hart reiterated that he has full confidence in the ability and performance of the Director of Finance. The Director has all the necessary qualifications and has been working for the Town for twenty years. The Town Manager asked the Council members and public to look at the record. The Finance Director has guided the Town through some very difficult economic times and actually has improved our financial situation during that time.

By consensus the Council agreed to eliminate the practice of providing Chronicle articles online.

Ms. Wassmundt reported she also requested a disc of a meeting, the first copy of which she was told was defective, although the disc she received worked.

July 14, 2014

Ms. Wassmundt asked for clarification as to the academic qualifications of the Finance Director. The Town Manager commented that the Finance Director has a Bachelor of Arts, all the necessary qualifications, and over 20 years of public and private experience.

V. REPORTS AND COMMENTS OF COUNCIL MEMBERS

No comments offered.

VI. OLD BUSINESS

1. Storrs Center Update

The Town Manager provided a construction update. By mid-August there will be 414 leased apartments.

2. Community/Campus Relations

Town and UConn staff are in the process of hiring a consultant to conduct the Fiscal Impact Analysis for UConn's Next Generation project. Three firms have been invited to respond to the Request for Proposals (RFP). A copy of the scope of services and RFP will be provided to Council members.

The Town Manager will be meeting with the State Police and UConn Police to discuss plans for community policing for the fall semester.

3. Community Water and Wastewater Issues, Four Corners Water and Wastewater Project

The Town Manager reviewed the Four Corners Water and Sewer Project Referendum Schedule and described the educational campaign planned.

VII. NEW BUSINESS

4. Open Space Acquisition, Sawmill Brook Lane Parcel

Mr. Shapiro recused himself from acting or discussing this issue. Mr. Shapiro has provided a letter explaining his recusal to the Board of Ethics, the Mayor and the Town Manager.

Mr. Ryan moved and Ms. Raymond seconded, to refer the proposed purchase of the 9.15-acre parcel located at 13 Puddin Lane to the Planning and Zoning Commission for review pursuant to Section 8-24 of the Connecticut General Statutes, and to schedule a public hearing for 7:30 PM at the Town Council's regular meeting on July 28, 2014 to solicit public comment regarding the proposed purchase.

The motion passed with all voting in favor.

5. Proposed Deletion of the Ordinance Regarding Regional Planning Agency

Mr. Shapiro moved and Mr. Kegler seconded, to schedule a public hearing for 7:45 PM at the Town Council's regular meeting on July 28, 2014, to solicit public comment regarding the proposed deletion of the Ordinance Regarding Regional Planning Agency. Motion passed unanimously.

6. South Eagleville Road Bus Shelter

Director of Public Works John Carrington described the structure and funding options available. After some discussion regarding the need to make the shelter both protective and fully accessible the Council agreed, by consensus, to proceed with an enhanced Option 3.

VIII. REPORTS OF COUNCIL COMMITTEES

Chair of the Finance Committee Bill Ryan recapped the Finance Committee discussions and explained that the Four Corners bonding will seek authorization for nine million dollars for the project but will request six million dollars in actual bonding. A discussion of shared services will be on the next Finance Committee agenda.

July 14, 2014

Chair of the Committee on Committees Peter Kochenburger made the following recommendations for approval:

- the appointment of John McGuire (Economic Development Commission), Joan Buck (Conservation Commission) and Michael Soares (Town Council appointment) to the Connecticut Water Advisory Committee
- the appointment of Kristine Nowak as a citizen member of the Transportation Advisory Committee for a term ending 11/30/2017

The motion to approve passed unanimously.

Mr. Kochenburger moved to amend the Resolution to Establish a Town Council Sustainability Committee to change the Town Manager from a voting member to an ex-officio member.

The motion passed unanimously.

In response to a question from Ms. Raymond, Mr. Hart reported that Mr. Hultgren had been appointed as a member of the Transportation Advisory Committee (TAC) by the Council and that the Committee had elected him chair. Prior to his retirement he served as staff to TAC. Mr. Kochenburger noted the issue had been raised at the Committee on Committees meeting.

IX. DEPARTMENTAL AND COMMITTEE REPORTS

No comments offered.

X. PETITIONS, REQUESTS AND COMMUNICATONS

7. J. Horsman-Potter (07-09-14)
8. Payment Receipt re: Sale of Wire from the Transfer Station
9. Legal Notices: Primary Notice
10. Mansfield Minute – July 2014
11. Connecticut Council of Small Towns re: Membership – Mr. Hart asked Council members to give thought to rejoining COST. He noted that in the past the Town benefited from its legislative work. The Town Manager will confirm the cost to the Town.
12. Government Finance Officers Association re: Certificate of Achievement

XI. FUTURE AGENDA

An agenda item regarding the possibility of rejoining COST will be included on the next agenda.

XIV ADJOURNMENT

Mr. Ryan moved and Mr. Kegler seconded to adjourn the meeting at 8:54 p.m.
Motion passed unanimously.

Elizabeth C. Paterson, Mayor

Mary Stanton, Mansfield Town Clerk

July 14, 2014

PUBLIC HEARING
TOWN OF MANSFIELD
July 28, 2014

The Mansfield Town Council will hold a public hearing at 7:30 PM at their regular meeting on July 28, 2014 to solicit public comments regarding the proposed purchase of a 9.15 acre parcel located at 13 Puddin Lane.

At this hearing persons may address the Town Council and written communications may be received. Information regarding the program is on file and available at the Town Clerk's office: 4 South Eagleville Road, Mansfield and is posted on the Town's website (mansfieldct.gov).

Dated at Mansfield Connecticut this 16th day of July, 2014.

Mary Stanton, Town Clerk

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PUBLIC HEARING
TOWN OF MANSFIELD
July 28, 2014

The Mansfield Town Council will hold a public hearing at 7:45 PM at their regular meeting on July 28, 2014 to solicit public comments regarding the proposed deletion of the Ordinance Regarding Regional Planning Agency.

At this hearing persons may address the Town Council and written communications may be received. Information regarding the program is on file and available at the Town Clerk's office: 4 South Eagleville Road, Mansfield and is posted on the Town's website (mansfieldct.gov).

Dated at Mansfield, Connecticut this 16th day July, 2014.

Mary Stanton, Town Clerk

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**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, Director of Parks and Recreation; Jennifer Kaufman, Natural Resources and Sustainability Coordinator
Date: July 28, 2014
Re: Open Space Acquisition, Sawmill Brook Lane Parcel

Subject Matter/Background

On July 14, 2014, the Town Council scheduled a public hearing for July 28, 2014 on the proposed acquisition of a ±9.15 acre parcel of land referred to as the Sawmill Brook Parcel, located northeast of the Jacobs Hill Road cul-de-sac. The public hearing notice published in The Chronicle identified the address of the parcel as 13 Puddin Lane based on information provided by the property owner; however, the reference to the number 13 is to an assessor's lot number, not a street address. No other information regarding the location of the parcel was included in the advertisement. To ensure that adequate notice is provided, staff recommends that the hearing be opened on July 28th and continued to August 11, 2014 during which time a revised public hearing notice will be published with a more comprehensive description of the property location including general location in relation to Jacobs Hill Road and the parcel identification number assigned by the tax assessor.

Staff has notified neighboring property owners of the proposed acquisition and public hearing as required by the *Planning, Acquisition and Management Guidelines for Open Space, Park, Recreation, Agricultural properties and Conservation Easements*.

Recommendation

To allow for additional notice, staff recommends that the public hearing be opened on July 28th and continued to August 25, 2014.

Attachments

1) PZC re: 8-24 Referral; Sawmill Brook Lane Parcel



PLANNING AND ZONING COMMISSION
TOWN OF MANSFIELD

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

To: Town Council
From: Planning and Zoning Commission
Date: Tuesday, July 22, 2014
Re: 8-24 Referral; Sawmill Brook Lane Parcel (Puddin Lane)

At a meeting held on 7/21/14, the Mansfield Planning and Zoning Commission adopted the following motion:

“That the PZC notify the Town Council that the proposed acquisition of the Stearns Property would promote Mansfield’s Plan of Conservation and Development through protection of a significant interior forest tract and expansion of the Kidder-Sawmill Brook Preserve.”



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant Town Manager; Mary Stanton, Town Clerk
Date: July 28, 2014
Re: Proposed Deletion of the Ordinance Regarding Regional Planning Agency

Subject Matter/Background

At Monday's meeting, the Town Council will conduct a public hearing regarding the deletion of the Ordinance Regarding Regional Planning Agency. This item has been placed on the Council's agenda as old business to allow the Council to debrief the public hearing and to take action if the Council is prepared to do so.

As you recall, on March 10, 2014 the Town Council adopted changes, in the form of a substitution, to the Ordinance Regarding Regional Council of Governments (Chapter 80) in order to withdraw from the Windham Region Council of Governments and to join the Capitol Region Council of Governments. The approved ordinance included the adoption of Connecticut General Statutes Section 4-124i through 4-124p.

The Ordinance Regarding Regional Planning Agency (Chapter 82) includes the membership requirements for participation in the Regional Planning Agency. This ordinance is no longer necessary as the recently revised Ordinance Regarding Council of Governments now covers regional planning organizations by incorporating Connecticut General Statutes Section 4-124o.

Legal Review

The Town Attorney has reviewed and approved the deletion of this ordinance.

Recommendation

Rule 6(d) of the Council Rules of Procedure provides that the Town Council may not amend, adopt or reject a proposed ordinance on the day the first public hearing is convened. The Council may suspend the rule by a majority vote.

Unless the public hearing raises any additional issues that we have not considered, or if the Town Council wishes to make further revisions, staff recommends that the Council approve the deletion of the Ordinance Regarding Regional Planning Agency.

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

Move, to approve the deletion of the Ordinance Regarding Regional Planning Agency, which will be effective 21 days after publication in a newspaper having circulation within the Town of Mansfield.

Attachments

- 1) Mansfield Code of Ordinances, Chapter 80 (amended 03/10/2014)
- 2) Mansfield Code of Ordinance, Chapter 82 (adopted 07/14/1964)
- 3) CGS §4-124o



**Town of Mansfield
Code of Ordinances**

“Ordinance Regarding Regional Council of Governments”

Approved March 10, 2014

Effective April 9, 2014

CHAPTER 80. REGIONAL COUNCIL OF GOVERNMENTS

Chapter 80, Section 1 is repealed and replaced, as follows: Chapter 80, Sections 1-5.

Section 1. Title.

This chapter shall be known and may be cited as the “Ordinance Regarding Regional Council of Governments.”

Section 2. Legislative Authority.

This ordinance is adopted in accordance with Section 4-124j of the Connecticut General Statutes and Section 249 of Public Act 13-247.

Section 3. Findings and Purpose.

The Town of Mansfield has recently been re-designated by the State of Connecticut Office of Policy and Management as a member of the Capitol Planning Region, and is now eligible to become a member of the Capitol Region Council of Governments.

Section 4. Withdrawing from the Windham Region Council of Governments (WINCOG).

The Town of Mansfield hereby withdraws its membership in the Windham Region Council of Governments effective June 30, 2014 provided, however, that the Town of Mansfield shall be obligated to pay its pro rata share of expenses of operation and pro rata share of funds committed by the Windham Region Council of Governments to active programs as of such date of withdrawal.

The Town of Mansfield Town Manager shall continue to serve as a member of a transition board for the sole purpose of assisting the executive director in dissolving the WINCOG entity and all its assets and liabilities through December 31, 2014.

Section 5. Joining the Capitol Region of Governments (CRCOG).

The Town of Mansfield hereby joins the Capitol Region Council of Governments, effective July 1, 2014 and adopts Sections 4-124i to 4-124p, inclusive, of the Connecticut General Statutes, in accordance with the procedures set forth in Section 4-124j of the Connecticut General Statutes.

Chapter 82. REGIONAL PLANNING AGENCY

[HISTORY: Adopted by the Town Council of the Town of Mansfield TM 7-14-1964; amended at time of adoption of Code (see Ch. 1, General Provisions, Art. I). Subsequent amendments noted where applicable.]

GENERAL REFERENCES

Conservation Commission — See Ch. 11.
Code of Ethics — See Ch. 25.
Economic Development Commission — See Ch. 17.
Historic Districts — See Ch. 31.
Housing Partnership — See Ch. 34.
Inland Wetlands Agency — See Ch. 40.
Planning and Zoning Commission — See Ch. 67.
Zoning Board of Appeals — See Ch. 94.
Building construction — See Ch. 107.
Scenic roads — See Ch. 155.
Sewers and water — See Ch. 159.
Storage tanks — See Ch. 163.

§ 82-1. Participation authorized; legislative authority.

Pursuant to the provisions of Chapter 127 of the General Statutes of Connecticut, Revision of 1958, as changed and amended by Public Act No. 613 of the State of Connecticut, January Session 1959, *Editor's Note: See C.G.S. § 8-31a.* the Town of Mansfield hereby adopts the provisions of said Chapter 127, as changed and amended, and elects to participate in the regional planning agency now or henceforth existing under authority of said Chapter 127, as changed and amended, in the Windham Region as defined by the Connecticut Development Commission pursuant to the provisions of said Chapter 127, as changed and amended.

§ 82-2. Membership; terms.

The Town of Mansfield shall have two (2) representatives on said agency. The Town Council of the Town of Mansfield shall appoint to the agency one (1) representative, and the Town of Mansfield Planning and Zoning Commission shall appoint to the agency one (1) representative. The representative originally appointed by the Town Council of the Town of Mansfield shall serve an initial term of one (1) year, and the representative originally appointed by the Town of Mansfield Planning and Zoning Commission shall serve an initial term of two (2) years. Thereafter, all appointees shall serve two (2) years.

Appointees shall serve for the term of their office and until their successors shall have been appointed. Appointees may be reappointed. Terms of office shall commence when the appointment is made or from the first organizational meeting of the Windham Regional Planning Agency, whichever is later.

§ 82-4. Vacancies.

- A. Any vacancy created by the resignation or inability to serve of the representative appointed by the Town Council of the Town of Mansfield shall be filled by the Town Council for the remainder of the unexpired term.
- B. Any vacancy created by the resignation or inability to serve of the representative appointed by the Planning and Zoning Commission of the Town of Mansfield shall be filled by the Planning and Zoning Commission for the remainder of the unexpired term.

§ 82-5. Absences.

Any representative who is absent from three (3) consecutive meetings of the Agency and any intervening duly called special meetings thereof shall be considered to have resigned from said body, except that the requirements of this chapter may be waived by the Town Council of the Town of Mansfield or by the Town of Mansfield Planning and Zoning Commission for good cause.

Sec. 4-124o. Regional planning commissions. The planning duties and responsibilities of a regional council of governments, including the making of a plan of development pursuant to section 8-35a, may be carried out by the council or a regional planning commission, acting on behalf of and as a subdivision of the council. Each member shall be entitled to a representative on the regional planning commission who shall be an elector of such member and on its planning commission. Such representative shall be appointed by such planning commission, with the concurrence of the appointing authority of such member. Each member may also appoint an alternate representative who shall be an elector of such member and who shall be appointed by its planning commission, with the concurrence of the appointing authority of such member. Such alternate representative shall, when the representative of the member from which he or she was appointed is absent, have all the powers and duties of such representative. Each regional planning commission representative shall be entitled to one vote in the affairs of such commission but shall not otherwise be entitled to vote in the affairs of the council. All matters referred to the council which by statute or otherwise are required to be referred to and considered by a regional planning agency shall be considered and commented upon by the council or regional planning commission in accordance with procedures recommended by such commission and adopted by the council with the concurrence of such commission. The council shall have the authority, at the request of a party having referred any such matter to the council's attention, to review and revise, in whole or in part, the comments and recommendations of the regional planning commission as to such matter. If at any time the council is deemed a regional council of elected officials under subsection (d) of section 4-124l, the existence of such regional planning commission shall terminate forthwith.

(1971, P.A. 821, S. 6; P.A. 86-140; P.A. 00-54, S. 1, 5; P.A. 01-195, S. 104, 181.)

History: P.A. 86-140 provided for the appointment of alternate members; P.A. 00-54 added provisions authorizing the council to perform planning duties, effective May 16, 2000; P.A. 01-195 made a technical change for the purposes of gender neutrality, effective July 11, 2001.



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant Town Manager; Jaime Russell, Director of Information Technology
Date: July 28, 2014
Re: Information Technology Update

Subject Matter/Background

Advances in technology are rapidly changing the information needs, communication requirements, and service expectations of Mansfield's residents. These same trends are providing opportunities for local governments to reach out to citizens in new ways as well as to manage costs through efficient use of technology.

At Monday's meeting, Director of Information Technology Jaime Russell will give an update on the Town of Mansfield's use of computers and telecommunications to serve our community. Specifically, he will speak to five main topic areas:

- Efficient Use of Resources
- Communications and Information Resources
- Wireless and Public Access
- Public Safety and Emergency Planning
- Environment and Infrastructure

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**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant Town Manager; Michael Ninteau, Director of Building and Housing Inspection
Date: July 28, 2014
Re: Expansion of Housing Inspection Zone

Subject Matter/Background

Various Council members have expressed an interest in expanding the housing inspection zone to include the entire town, and have asked that this item be placed on the agenda. To kick-off your discussion of this item, I have attached a memo from Director of Building and Housing Mike Ninteau that outlines the potential impact of expanding the zone from a municipal resource perspective.

On a related matter, I have attached a separate memorandum from Mr. Ninteau regarding a technical fix that we need to make to reconcile two provisions of the housing code. I will ask the Town Attorney to draft language to correct this deficiency.

If the Town Council wishes to move forward with expanding the housing inspection zone, the next step would be to ask staff and the Town Attorney to draft the appropriate amendments to the code.

Attachments

- 1) M. Ninteau re: Housing Inspection Zone Expansion
- 2) M. Ninteau re: Housing Code Certificate Expiration Language Modification

TOWN OF MANSFIELD
OFFICE OF BUILDING AND HOUSING INSPECTION

Michael E. Nintean, CBO MCP, Director

AUDREY P. BECK BUILDING
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(860) 429-3388 FACSIMILE

July 9, 2014

To: Matt Hart, Town Manager

From: Mike Nintean, Director of Building & Housing Inspection

RE: Housing Inspection Zone Expansion

Pursuant to your request I have studied the impact of extending the current Housing inspection zone to encompass additional rental units within the Town of Mansfield. This is an update of the March 20, 2013 document.

Reason for Proposal

The Housing program instituted in August of 2006 has been extremely successful to date. We are currently well within the fourth 2 year cycle and it is my belief the quality of the housing stock has improved and is safer than prior to the program. It is also my belief that we have made positive improvements regarding behavioral aspect within the rental community as a result of other regulations adopted in concert with the Housing code.

As you may recall we initially started with a small zone situated around the UConn campus. After initial implementation it was determined staff could enforce the code over a larger district allowing the benefits of the program to aid in quality of life for additional residents both renter and neighbors alike.

I am in agreement the time has come to investigate the positives and potential negatives of expanding again. When expanding the zone previously no additional staff was required because we had built in a buffer to allow for appeals and unforeseen issues that might have arisen as we proceeded with code implementation. Those issues did not materialize nor have they to date. Based on this I offer the following information and recommendations for your use and consideration.

Approach

I took a similar approach to the last expansion, first quantifying the number of units within the program and then looking at the most appropriate geographical areas in which to explore. Last time I presented a plan A and B. This made sense at that time because we were only inspecting approximately 25% of the geographical area in Mansfield. This time however once my initial research was completed I noted Plan A would cover approximately 96% of the units in Town so I determined it would make sense to present a plan to cover the entire Town if expansion is deemed warranted.

Dwelling Units

The department currently inspects approximately 1250 units within the Implementation Zone. That constitutes about 75% of the rental dwelling units in Town.

I quantified the remaining rental dwelling units within the Town. The following table depicts the results of that research.

Dwelling Units							
	Single	2 Family	3 Family	4-6 Family	Multi-Family	Condominium	Total
Current	290	122	21	34	713	68	1249
Expansion	101	2	0	10	208	45	366
Total	391	124	21	44	921	113	1615
*Estimated	7/2014						

Revenue

Revenue will be generated by 2 sources if expansion is adopted. The program will require staff to administer the Housing Code and Residential Off Street Parking ordinance in the expanded area. There will be an additional 366 units requiring Housing certificates and 103 units requiring compliance for off street parking. The Housing certificates will generate \$27,450 annually and the parking \$3,605 as a one-time sum payable over a 2 year period.

Expenses

In 2013 I audited the department's quarterly reports to estimate the expense of expansion. We currently inspect approximately 1250 units within the 2 year cycle stipulated by the code. Taking into account other departmental duties such as the Landlord Registry, parking enforcement, nuisance enforcement against landlords, blight inspections, complaint investigation, training and duties related to the MCCP I estimate the department could inspect approximately 50 more units with current inspection staff. This would leave 316 units requiring additional staff to inspect.

The department would require approximately 8 hours per week of inspection time and an additional 4 hours to handle the associated administrative duties. If we hire a part-time employee at an hourly rate of \$29.96 the cost would be \$18,695 per year.

I anticipate the cost of any professional development would be absorbed within the department's current budgeted amount.

Possible Issues

If we do expand the zone additional staff will be required. We are short on office space at this time so we will need to determine where the new employee would work from.

The Town is short on vehicles and while we would try to coordinate field and office work of inspectors I believe the new inspector would be required to use their own vehicle at times and paid a mileage reimbursement pursuant to Town policy. This cost should be minimal and I anticipate the cost could be absorbed by the current travel budget.

With the construction of the Storrs Center project several units will come into the program on a regular basis starting in August of 2017. This will undoubtedly require more inspection and administrative staff to implement properly.

Conclusion

It is my recommendation that we propose a Town wide expansion of the Housing Certificate Zone. This will provide health and safety benefits for all tenants within Mansfield. It will also level the playing field among the landlord community by equalizing the cost of doing business with regard to Town regulation.

Based on my revenue versus expense calculations I estimate positive annual revenue of approximately \$8,485. I suggest using the parking revenue to help cover any one time expenses such as office supplies, business cards, ICC certification and additional administrative staff overtime related to expansion.

TOWN OF MANSFIELD
OFFICE OF BUILDING AND HOUSING INSPECTION

Michael E. Nintean, CBO MCP, Director

AUDREY P. BECK BUILDING
FOUR SOUTH EAGLEVILLE ROAD
MANSFIELD, CONNECTICUT 06268-2599
(860) 429-3324 TELEPHONE
(860) 429-3388 FACSIMILE

July 18, 2014

To: Matt Hart, Town Manager

From: Mike Nintean, Director of Building & Housing Inspection

RE: Housing Code Certificate Expiration Language Modification

As you are aware we are trying to obtain search warrants for the 32 units at Woodsedge apartments for the purpose of Housing inspection. The State Housing prosecutor, Judith Dicine, while doing her due diligence noticed that there is conflicting language within Section 901 of our code. The "Implementation Schedule" provision requires a valid permit within the period of time specified by the schedule. The "Term of Certificate" states that it expires 2 years after the date of issuance. Therefore in Judy's opinion we must go by the "Term of Certificate" language. I agree with her finding and for that reason we will be unable to apply for search warrants until after the current certificates expire in August, even though they are expired pursuant to the implementation schedule. The reason this occurred is because as the 2 year cycle repeats, due to scheduling, waiver pending correction or late fee payment certificates were being issued after the implementation schedule required date. While unaware of the complete ramifications, we did identify this issue and adjusted policy accordingly some time ago. We now require the date of implementation be used and not the date of issue for certificate renewal.

Also, regarding this particular matter staff has question whether or not fines should begin to accrue now. It is my opinion based on the ambiguity that the fines should be delayed as well.

Going forward I propose we ask Council to amend the ordinance language to state:

"Term of Certificate: Every rental certificate of compliance shall expire pursuant to the date set forth within the implementation schedule. The fee for a certificate of compliance shall be \$150 for the two-year period established pursuant to the schedule."



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
Cc: Maria Capriola, Assistant Town Manager; John Carrington, Director of Public Works; Linda Painter; Director of Planning and Development; Cherie Trahan, Finance Director
Date: July 28, 2014
Re: WPCA, Four Corners Sanitary Sewer Project

Subject Matter/Background

At the Town Council's last meeting, staff reviewed the steps that the Council and the Water Pollution Control Authority (WPCA) need to take to schedule a bond referendum on the proposed Four Corners Sanitary Sewer Project for November 4, 2014.

This evening, we are requesting that the Council in its role as the WPCA take three actions:

- 1) Introduce a resolution authorizing the construction of the project;
- 2) Schedule a public hearing for 7:00PM on August 21, 2014 to solicit public comment regarding the proposed project; and
- 3) Refer the project to the Planning and Zoning Commission (PZC) for review under Connecticut General Statutes §8-24.

To assist with your review, I have attached the project description approved by bond counsel, the schedule for our community information meetings and other related project information. Weston & Sampson, project engineers, continue to work on the design of the system and the trial sewer assessments. Weston & Sampson will have more refined information available for the upcoming community education sessions and subsequent meetings of the WPCA and Council; I have invited them to Monday's meeting to assist with any questions and to provide the Council with a more detailed report concerning the status of their work.

Following the Council/WPCA's consideration of the actions listed above, I would like to review the schedule of the community information meetings to solicit any feedback you have on that topic.

Legal Review

Attorney Douglas Gillette, bond counsel, has prepared the proposed resolutions for the Council/WPCA's consideration.

Recommendation:

In keeping with the schedule we have outlined to bring the proposed Four Corners sanitary sewer project to referendum this November, staff recommends that the Council, acting in its role as the WPCA, introduce a resolution authorizing construction of the project, schedule a public hearing for August 21, 2014 and refer the project to the PZC for review pursuant to CGS §8-24.

The following resolution is suggested:

**RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF MANSFIELD
ACTING IN ITS CAPACITY AS THE WATER POLLUTION CONTROL
AUTHORITY OF THE TOWN
JULY 28, 2014**

Item 8.

**RESOLUTION INTRODUCING RESOLUTION REGARDING AND
ESTABLISHING PUBLIC HEARING DATE ON THE FOUR CORNERS
SANITARY SEWER PROJECT, AND REFERRING PROJECT TO PLANNING
AND ZONING COMMISSION.**

RESOLVED, That Town Council of the Town of Mansfield, Connecticut, acting in its capacity as the Town's Water Pollution Control Authority:

(1) Introduces the following resolution:

**RESOLUTION APPROVING AND RECOMMENDING THE FOUR CORNERS
SANITARY SEWER PROJECT**

RESOLVED, That Town Council of the Town of Mansfield, Connecticut, acting in its capacity as the Town's Water Pollution Control Authority, authorizes and recommends the Town undertake the following sanitary sewer system project at an estimated cost of \$9,000,000, and requests that an appropriation and borrowing authorization be approved therefor:

Sanitary sewer collection system to address water contamination and wastewater disposal in the approximately 500 acre area near the intersection of Routes 44 and 195 in northern Mansfield known as "Four Corners." The project is contemplated to serve sixty-one (61) properties and to include, but is not limited to, installation of approximately 21,700 linear feet of sewer piping (which includes the collection system, a trunk sewer and a force main to the University of

Connecticut's wastewater treatment plant), two submersible pump stations, related equipment and appurtenances, and related land or easement acquisitions.

The Water Pollution Control Authority shall be authorized to determine the scope and particulars of the project and to reduce or modify the project, and the entire project appropriation may be spent on the project as so reduced or modified. The Town anticipates receiving grants administered by the State of Connecticut Department of Energy and Environmental Protection in the estimated amount of \$3,000,000 to defray in part the appropriation for the project, for an anticipated net project cost of approximately \$6,000,000.

- (2) Establishes a public hearing to be held at the Audrey P. Beck Municipal Building at 4 South Eagleville Road, in the Town of Mansfield, on Thursday, August 21, 2014, at 7:00 p.m. to consider the aforesaid resolution and the advisability of the sanitary sewer system project described therein, which public hearing the Town Council hereby authorizes the Mayor to call.
- (3) Refers said sanitary sewer system project to the Planning and Zoning Commission of the Town for a report pursuant to Section 8-24 of the Connecticut General Statutes.

Attachments

- 1) Project Description
- 2) Project Overview
- 3) Project Referendum Schedule
- 4) Schedule of Community Information Meetings and Public hearings
- 5) Notice of Public Hearing
- 6) Map



Town of Mansfield
Four Corners Sanitary Sewer Project
Project Description
(July 2014)

The design, construction, installation and permitting of a sanitary sewer collection system to address water contamination and wastewater disposal in the approximately 500 acre area near the intersection of Routes 44 and 195 in northern Mansfield known as "Four Corners." The project is contemplated to serve sixty-one (61) properties and to include, but is not limited to, installation of approximately 21,700 linear feet of sewer piping (which includes the collection system, a trunk sewer and a force main to the University of Connecticut's wastewater treatment plant), two submersible pump stations, and related equipment and appurtenances. The appropriation may be spent for design, construction and installation costs, demolition costs, land or easement acquisition costs, equipment, materials, site improvements, study costs, grant application costs, permitting costs, engineering and other consultants' fees, legal fees, net interest on borrowings and other financing costs, and other expenses related to the project and its financing. The Water Pollution Control Authority is authorized to determine the scope and particulars of the project and to reduce or modify the project, and the entire appropriation may be spent on the project as so reduced or modified.

Four Corners Water and Sewer Project

Project Overview

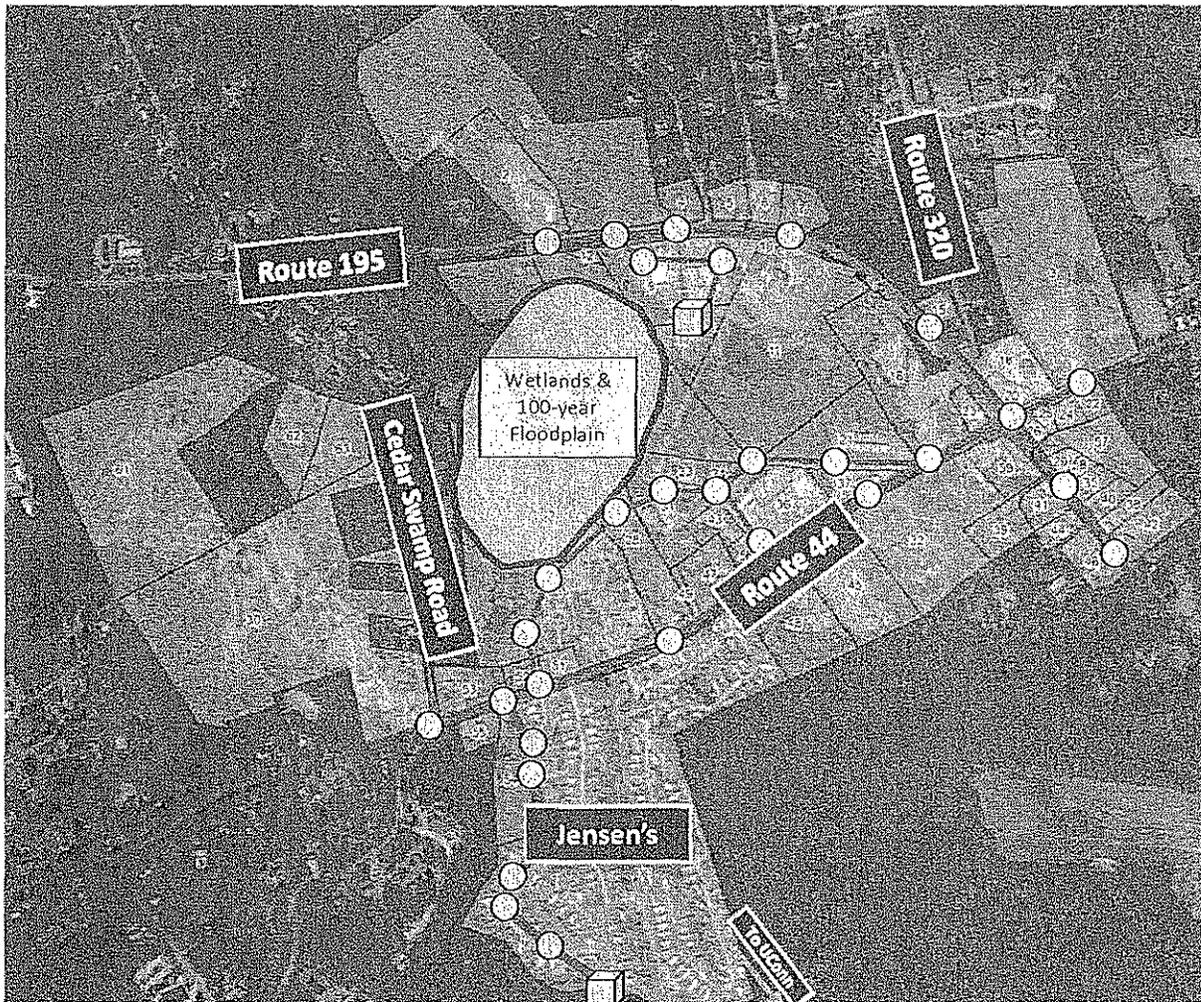
The Four Corners Water and Sewer Project encompasses a 500-acre area surrounding and extending north and west of the intersection of Routes 195 and 44 in northern Mansfield, which serves as the northern gateway to Mansfield and the University of Connecticut. This area has ground water contamination that has been monitored by the Connecticut Department of Energy and Environmental Protection (DEEP) for many years caused by a number of different leaks from gasoline stations as well as from failing septic systems. While these leaks have been addressed, there is a continuing need to provide adequate, clean drinking water and safe sewage disposal to this area that is limited by environmental constraints including a high groundwater table, inland wetlands and soils unsuitable for long-term use of on-site septic disposal systems. Additionally, the contamination and resulting limitations on land use have resulted in progressive deterioration of many properties in the area, leading to a blighted appearance.

The Town is proposing to develop public sewer and water systems for approximately 60 parcels in this area. Remediation of the environmental issues noted above requires a public sewer system while a public water source is needed to support sustainable redevelopment/development options that will increase the town's tax base and help eliminate blight in the area. More details on the sewer and water system projects can be found below.

If you are interested in getting more involved, the [Four Corners Sewer and Water Advisory Committee](#) is assisting the Town Council and Town staff with evaluation of sewer and water options, financing options and dissemination of information to the public. The Committee meets monthly; agendas and minutes can be found on the Town webpage.

Four Corners Sewer System

In January 2008, a consultant retained by the Town prepared a draft Four Corners Area Wastewater Facilities Plan. This plan identified construction of a sewer system as the best approach to deal with longstanding sewage disposal challenges due to the high water table and poor soils in the area. Since the issuance of that report, the Town has identified a proposed sewer service area (shown in the map below) and worked on designing a new sewer system that would connect to the UConn wastewater treatment plant. The preliminary design is expected to be completed by August 2014; a concept plan showing the general location of pump stations and routing is included in the location map.



Based on preliminary estimates, construction of the sewer system is projected to cost approximately \$9 million dollars. This estimated cost will be revised during the summer of 2014 as the Town's sewer consultant completes the design of the collection system. In May 2014, the Connecticut General Assembly approved a \$3 million dollar grant for the project, which will reduce the Town's share of the project cost to approximately \$6 million dollars. It is anticipated that financing for construction of the system will require the Town to issue bonds, a process which will require approval through a public referendum. The Town Council is expected to review the project and vote on whether to send it to referendum in late August-early September 2014.

To reduce long-term debt service on any bonds issued for the project, the Town Council, acting as the Water Pollution Control Authority (WPCA), has the ability to assess property owners within the service district for a portion of the construction cost. These assessments typically involve annual payments to the Town over the course of twenty to thirty years and are a common method for financing infrastructure improvements. Based on the total project cost, the Town's sewer consultant estimates that approximately \$3 million dollars of the total cost could be recovered through property owner assessments in the district. No assessments would be made until the WPCA has held a public hearing at which affected property owners would have the opportunity to be heard on the assessment proposed for their property.

Water System

One of the key challenges for the Town in expanding public water service to the Four Corners area was the limited supply of public water in the Storrs area. The University of Connecticut has provided public water service to both the campus and some off-campus properties for many years; however, their existing supply from the Fenton and Willimantic River wellfields had reached capacity. In 2011, UConn initiated the process to identify a new source of water for both the campus and the town. The resulting Water Supply Environmental Impact Evaluation identified a connection with Connecticut Water Company (CWC) as the preferred alternative. This connection would include extension of an existing pipeline along Route 195 from Tolland to the UConn water tanks.

In January 2014, the Town Council approved an agreement with CWC; under this agreement, CWC will take over service to current off-campus customers and provide service to new customers. Key features of the agreement include:

- *Pipeline Route.* The agreement establishes the route for the pipeline that will connect CWC's system in Tolland to the UCONN water tanks. The route will follow Route 195 for the entire length of the connection. Additionally, CWC will be constructing a water main along Route 44 between the Rolling Hills mobile home community and the intersection with Route 195.
- *Project Financing.* The CWC will finance and construct the pipelines described above, which has the added benefit of providing direct service to the Four Corners area. The route and financing commitment established in the agreement eliminate the need for the town to finance construction of water lines in this area, an estimated savings of ±\$3 million dollars.
- *Customer Rates.* Current UCONN water customers will continue to enjoy their existing water rates after becoming CWC customers; future rate increases will be subject to approval by PURA. New customers will be subject to standard CWC rates.
- *Development Controls.* The Agreement specifies under what circumstances CWC can approve a connection to the system. No connections will be approved for projects requiring approval by the Planning and Zoning Commission until those approvals have been received. Additionally, the PZC is in the process of updating the town's Plan of Conservation and Development and Zoning Regulations through the *Mansfield Tomorrow* initiative. As part of these updates, it is anticipated that the PZC will adopt new regulations related to water connections to prevent the pipeline from inducing growth in undesired areas.
- *Advisory Committee.* The Agreement commits to establishment of an Advisory Committee to provide local input on operation of the system in Mansfield, including issues such as proposed system expansions, best management practices, and water conservation programs. Details on committee membership and responsibilities are contained in a Memorandum of Agreement that was approved by the Town Council in April 2014.

Now that CWC has executed agreements with both the University and the Town, the next step is for them to obtain permits for the pipeline that will connect CWC's existing system in Tolland to the UCONN water tanks. The permitting process is expected to take 6-12 months to complete. As part of CWC's agreement with the University, they have committed to completing the pipeline within 18 months of receiving permits. Based on those projected timelines, we expect the water project will be completed in the summer of 2016. Once the project is completed, existing off-campus UCONN water customers will become customers of CWC.

Document Library

- [Four Corners Sewer Project: Methodology for Calculating Construction Costs and Property Assessments](#) 
Copy of Powerpoint Presentation from the July 1, 2014 Four Corners Sewer and Water Advisory Committee Meeting
- [Four Corners Sewer and Water Project Community Information Session-Audio](#)
Audio file for the May 21, 2014 Community Information Meeting
- [Four Corners Sewer and Water Project Community Information Session-Presentation Materials](#) 
Copy of Powerpoint presentation from the May 21, 2014 Community Information Meeting
- [CWC Water System Advisory Committee MOA](#) 
April 2014 Memorandum of Agreement between the Town and CWC establishing membership of the new Water System Advisory Committee
- [Town of Mansfield/Connecticut Water Company Agreement](#) 
January 2014 agreement between the Town and Connecticut Water Company
- [UConn Water Supply Environmental Impact Evaluation](#)
Link to documents related to the UConn Water Supply EIE that are available on the UConn Environmental Compliance Website
- [Water Source Study for Four Corners-Draft Report](#) 
January 2011 report identifying potential sources of water for Four Corners area
- [Sewer Study Summary](#) 
A one-page summary of the Wastewater Facilities Plan prepared in 2008
- [Wastewater Facilities Plan-Draft Report](#) 
Includes analysis of existing conditions and needs for the Four Corners area as well as recommendations for design and installation of new wastewater facilities to serve the area (2008)

Maps

- [Proposed Sewer and Water Service Area](#) 
Depicts proposed service area and conceptual sewer layout
- [Soils Map](#) 
Depicts suitability of soils for septic tank absorption fields in study area
- [Draft Sewer Service Area and Collection System](#) 
Prepared as part of 2008 Draft Wastewater Facilities Plan (48 inches by 36 inches)

Contact Information

For more information, please contact either:

John Carrington, P.E.

or

Linda Painter, AICP

Director of Public Works

Director of Planning and Development

860.429.3332

860.429.3330

Audrey P. Beck Municipal Building

4 South Eagleville Road

Mansfield, Connecticut 06268-2599

Town of Mansfield Four Corners Sanitary Sewer Project Referendum Schedule (Targeting a Referendum in Conjunction with the 11-04-2012 Election)		
Action	Time Requirements	Proposed Date
Town provides Bond Counsel with final project description and budget (including capitalized financing costs as reviewed with Town's Financial Advisor)	--	TBD
Bond Counsel provides draft authorization document package to Town for review and comment	In time for materials to be included in the July 23 rd WPCA agenda mailing	TBD
WPCA (Town Council) introduces resolution, acts to set public hearing date and refers project to Planning and Zoning Commission	--	July 28 th
Notice of WPCA Public Hearing	Notice of the public hearing sent by certified mail, return receipt requested, not later than 15 <i>clear</i> days before the hearing to owners of any property (including easements) to be acquired for the project. Notice also published ten <i>clear</i> days prior to hearing. " <i>Clear days</i> " do not include either the notice or the hearing dates in the day count.	TBD
Planning and Zoning Commission acts on Conn. Gen. Stat. § 8-24 referral for review as to conformance with municipal plan of development	If adopted post-referendum, appropriation and borrowing authorization not effective until approval received.	August 4 th
WPCA Public Hearing	--	TBD -- August 18 th to August 22 nd
WPCA acts on resolution approving project	Not less than 10 <i>clear</i> days (nor more than 30 days) after public hearing	September 2 nd [back-up date of September 4 th]
Town Council adopts Bond Resolution and schedules referendum; may approve preparation of explanatory materials; <i>Conn. Gen. Stat. § 9-369b advocacy limitations commence.</i>	Following WPCA action. Final action for submission of question to referendum vote at an election must occur not less than 60 days prior to date of the election.	September 2 nd [back-up date of September 4 th]
Notice of Referendum posted and published	Notice of referendum held in conjunction with regular election is posted and published at least 5 but not more than 15 days prior to election/referendum. A separate polling place must be provided for non-electors voters.	No earlier than October 20 th ; no later than October 29 th
Referendum		November 4 th

Four Corners Sanitary Sewer Project

Schedule of Community Information Meetings and Public Hearings

Community Information Meetings

Thursday, August 14th ▪ 6:30 p.m.

Town Council Chambers (with live stream video)

Monday, August 18th ▪ 1:00 p.m.

Rolling Hills Clubhouse

Wednesday, August 20th ▪ 7:00 p.m.

Vinton Elementary School

Wednesday, August 27th ▪ 1:30 p.m.

Mansfield Senior Center

Wednesday, August 27th ▪ 4:30 p.m. – 6:30 p.m.

Open House at Buchanan Center (Mansfield Public Library)

Public Hearing (Water Pollution Control Authority)

Thursday, August 21st ▪ 7:00 p.m.

Town Council Chambers (with live stream video)

Water Pollution Control Authority (WPCA) and Town Council Meetings

Monday, July 28th ▪ 7:00 p.m.

Town Council Chambers (with live stream video)

- Town Council (acting as the Water Pollution Control Authority) introduces resolution to construct a sewer system at Four Corners and votes on whether to schedule a public hearing on the project

Tuesday, September 2nd ▪ 7:00 p.m.

Town Council Chambers (with live stream video)

- WPCA – vote on project resolution
- Town Council – If the WPCA approves the project resolution, the Town Council will need to vote on a bond resolution and schedule a referendum on the proposed bond authorization

NOTICE OF PUBLIC HEARING
MANSFIELD WATER POLLUTION CONTROL AUTHORITY
AUGUST __, 2014

The Town Council of the Town of Mansfield, Connecticut, acting in its capacity as the Town's Water Pollution Control Authority, will hold a public hearing at _____, at _____ Street, in the Town of Mansfield, on _____ day, August __, 2014, at _____ p.m. to consider a resolution introduced at the Authority's June 28, 2014 meeting regarding the authorization of the following sanitary sewer system project at an estimated cost of \$9,000,000 and the advisability of said project:

Sanitary sewer collection system to address water contamination and wastewater disposal in the approximately 500 acre area near the intersection of Routes 44 and 195 in northern Mansfield known as "Four Corners". The project is contemplated to serve sixty-one (61) properties and to include, but is not limited to, installation of approximately 21,700 linear feet of sewer piping (which includes the collection system, a trunk sewer and a force main to the University of Connecticut's wastewater treatment plant), two submersible pump stations, related equipment and appurtenances, and related land or easement acquisitions.

The Town anticipates receiving grants administered by the State of Connecticut Department of Energy and Environmental Protection in the estimated amount of \$3,000,000 to defray in part the appropriation for the project, for an anticipated net project cost of approximately \$6,000,000. The full text of the resolution is on file in the office of the Mansfield Town Clerk.

Affected property owners and electors and citizens qualified to vote in town meetings of the Town of Mansfield, Connecticut will be heard at the public hearing.

Dated at Mansfield, Connecticut this _____ day of _____, 2014.

Elizabeth C. Paterson, Mayor

Sewer District



**PAGE
BREAK**



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant Town Manager; Mary Stanton, Town Clerk
Date: July 28, 2014
Re: Cancellation of August 11, 2014 Regular Town Council Meeting

Subject Matter/Background

With summer vacation schedules, the Town Council has often cancelled one of its regular August meetings. Given our workload, I would suggest that the Council cancel the August 11th meeting.

Recommendation

If the Town Council wishes to cancel the August 11, 2014 regular meeting, the following motion is in order:

Move, to cancel the August 11, 2014 regular meeting of the Mansfield Town Council.

PAGE
BREAK

ARTHUR A. SMITH
74 Mulberry Road
Mansfield, CT 06250

15 July 2014

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

Re: Faulty CD's Provided Pursuant to the Connecticut Freedom of Information Act (CTFOIA)
and
Inaudible Town Council Meeting Recordings Broadcast Through Channel 13

Dear Town Council Members:

As we approach the Four Corner Sewer referendum to be scheduled for next November it is even more important than ever that the public has access to as much information as needed to make well informed decisions about how the 9 million dollars will be spent.

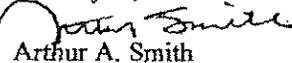
I had the opportunity to talk with our Town Clerk last night and she informed me that there had been an on-going problem with the reproduction of CD's for town residents, coming out of the Town Manager's office, but not through her office. Please fully investigate the reasons for that office's inability to reproduce documents for town residents on CD's; who has direct oversight responsibility CD production and for CTFOIA compliance?

Also, it is of concern to many local residents, me included, that the Town Council meetings as broadcast through Channel 13 are inaudible. As you know, Town Council meetings are not well attended, with usually fewer than ten of us in regular attendance. But, many town residents keep abreast of Town Council meeting issues and decisions by watching the Channel 13 broadcast of these meetings. Who has direct oversight responsibility for insuring that the money spent for these recordings results in an audible recording? If the recording is found to be audible what accounts for the inaudible broadcasting? Why haven't the recordings been monitored?

I also write to ask for a copy of the recording of the Finance Committee meeting from last night. It is my understanding, after talking with Ms. Stanton, that the Director of Finance, Ms. Trehan, asked the Town Clerk to record only the public comment section for her review. What is the policy on when recordings of town committee meetings are to be made, by whose request and why limited to only pre-selected, censored, sections?

I will look forward to hearing back from you.

Thank you,


Arthur A. Smith

CC: M. Hart/ M. Stanton
file

TOWN OF MANSFIELD
TOWN CLERK



MARY STANTON, TOWN CLERK

AUDREY P. BECK BUILDING
4 SOUTH EAGLEVILLE ROAD
MANSFIELD, CT 06268-2599
(860) 429-3302

July 16, 2014

Mr. Arthur Smith
74 Mulberry Road
Mansfield, CT 06250
via email

Dear Mr. Smith,

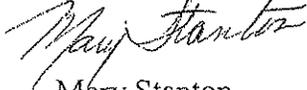
This is in response to your Freedom of Information request dated July 15, 2014 and received by email the same day. In that correspondence you referenced a conversation we had just prior to the July 14, 2014 Town Council meeting. During that conversation you asked if I had recorded the just concluded Finance Committee meeting. I stated that I had recorded part of the meeting including the public comment section. I also stated that I offered to assist the Director of Finance with the taking of notes for the meeting since she would be otherwise occupied. Since I don't regularly attend Finance Committee meetings and am therefore not necessarily familiar with the subject matter I grabbed my small recorder from the office to assist with the taking of minutes. I used the recorder until my charge began to fail, about 45 minutes into the meeting. You asked me if the recording was just for me or the public. I replied that the recording was for my benefit but that it is a public document and available upon request. An electronic copy of the recording is included in this email.

The Town of Mansfield prides itself on our response to public requests for information. Last night was the first indication I had that any of the DVD's provided to you over the last few years were defective. There was a problem last May with the reproduction of copies of Town Council meeting DVD's for the Board of Ethics. In response to your FOI request of May 22, 2014 for a copy of the May 21, 2014 Public Information Session, I initially wrote to inform you that the DVD would be available June 3, 2014. However on May 28, 2014 I wrote to let you know that your DVD was now available and explained that my original delivery estimation included additional time in case the copying problems we were experiencing delayed my ability to provide a copy. This was the same timeframe that Ms. Wassmundt referenced in her comments during the July 14, 2014 Town Council meeting. To my knowledge, this is the only time that there have been any problems, and they have been addressed. To ensure a copy is always available two DVD's are now recorded for each meeting and additional copies are made as needed. As

I stated last night, please return any defective recordings to my office and we will gladly replace them.

The final issue addressed in your letter to Councilors is not a Freedom of Information question but I will offer what information I have. A number of months ago an additional television was added to the control room to allow the person recording the meeting to monitor the sound as it is being played on Channel 13. This has allowed staff to identify any problems and address them as quickly as possible.

Sincerely,

A handwritten signature in cursive script that reads "Mary Stanton".

Mary Stanton
Mansfield Town Clerk

Cc: Mansfield Town Council Members
Matt Hart, Town Manager
Maria Capriola, Assistant Town Manager
Cherie Trahan, Director of Finance

ARTHUR A. SMITH
74 Mulberry Road
Mansfield, CT 06250

17 July 2014

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

Re: Surreptitious Recording of Public Meetings Does Not Promote
Connecticut Freedom of Information Act Objectives for Transparency
In Municipal Government

Dear Town Council Members:

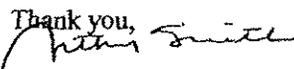
The Town Finance Committee meeting of July 14, 2014 began with Councilperson Bill Ryan informing the public that the Finance Committee meeting, that he chairs, was not being recorded. Neither Matthew Hart, the Town Manager, nor Mary Stanton, the Town Clerk, corrected Mr. Ryan that Ms. Stanton was in fact, in her capacity as the Town Clerk using Town property, to record the meeting. Both were aware of the taping to occur.

Surreptitious recordings of noticed public meetings when the chair of the meeting states, without being corrected, that the meeting was not being recorded does not promote transparency in the Town of Mansfield. The focus of that Finance Committee meeting was the town's handling of Superintendent Baruzzi's mileage claims and the unilateral settlement of those excess mileage claims by the Town Director of Finance, who is also the Director of Finance for the Board of Education, Cherie Trahan. Left unanswered from my letter of July 15, 2014, is the pending question who, ultimately is responsible for determining which town meetings will be recorded and by whom?

As the Town Clerk, keeper of the town records, is Ms. Stanton to be both responsible for the production and the maintenance of records she is, by law, required to make available for public inspection? Ms. Stanton now claims that the equipment that was used for the stated purpose of recording the entire meetings was inadequate for that purpose.

If a public document was being created, and there is no doubt that the public is very concerned about the travel expenditures of Superintendent Baruzzi, why wasn't it recorded by staff responsible for recording Town Council and PZC meetings?

Also unanswered, is why the audio of Town Council meetings on the town's document retrieval website, especially during the public comment session, have become inaudible?

Thank you,

Arthur A. Smith

CC: M. Hart/ M. Stanton/file

July 10, 2017

To the Editor of The Chronicle
Copy to Mansfield Town Council

Item # 11

I am concerned about the possibility of closing the Mansfield Transfer Station Swap Shop. (wellenante Chronicle July 7). The Swap Shop receives a person's excess usable merchandise and shelves it for someone who needs just that very item. It is a good old Yankee tradition of thrift.

There are young families in need of household items which seniors who are "downsizing" need to see placed into homes instead of into the waste stream. A perfect match.

There are severely challenged people who desperately need pots and pans, cups and dishes. Every freebie helps them survive.

How about the grandmother expecting grandchildren for two weeks and must find toys, puzzles and books that amuse the young ones. After the children are gone, she returns the items for the next grama to use.

People who are "better off" often change their home's color scheme or period decorations. These "like new" items don't belong in a dump. These no longer suitable to the new decor belong in the Swap Shop. There, they can be picked up and give new life to another home.

More important than the social considerations is the savings in what is shipped out of the Transfer Station. Taxpayers must foot the bill for all the waste that leaves Mansfield. If we can lower that weight by keeping usable items out of the shipping, we have achieved a good purpose. There is a nation-wide appeal to conserve assets and reuse, recycle and repair. Keeping the Swap Shop open means everyone wins: the giver, the receiver, the taxpayer and the environmentalist. Please Council members, consider the values of the Swap Shop as a unique benefit to Mansfield.

Bettejane Karnes

353 North Eagleville Rd
Storrs, CT

Resident + taxpayer more than 50 yrs.

[Print](#)[Close](#)

Re: Save the Swap Shop

From: **Brian Anderson** (banderson@Council4.org)

Sent: Wed 7/23/14 8:08 PM

To: cynarastites@gmail.com (cynarastites@gmail.com)

Cc: Toni Moran (morantt@earthlink.net); Alex Marcellino (alexanderm1961@gmail.com); Alicia (alicia06250@yahoo.com); Andrea Epling (nynov28@yahoo.com); Andy O'Sullivan (andyosully55@yahoo.com); Ben Shaiken (benjamin.shaiken@gmail.com); Betsy Paterson (betsy_paterson@hotmail.com); Bob Kremer (bobkremer@yahoo.com); Carol Lewis (cwlewis16@earthlink.net); Carol Thomas (scbooks@mindspring.com); Charlie Prewitt (cprewittsr@yahoo.com); Curt Beck (cbeck3795@charter.net); David Litrico (267david@gmail.com); David Simon (simonspeak@sbcglobal.net); David Stone (dstone258@earthlink.net); Don and Rita Vigneau (rita.vigneau@yahoo.com); Greg Lewis (grevinlew@yahoo.com); Gregg Haddad (gregory.haddad@snet.net); Ida Millman (ida.millman@gmail.com); Jay Rueckl (jay.rueckl@gmail.com); Jim LoMonaco (suoaf1@msn.com); Jim Mark (jrmak@lavigne-mark.com); John Meyers (john.meyers@yahoo.com); Judy Stein (steinja@gmail.com); Karla Fox (foxkarla@charter.net); Ken Rawn (kenrawn@sbcglobal.net); Lee Terry (tterry8388@charter.net); Leslie Turner (leslieturn3@gmail.com); Lyle Scruggs (bananafloss@gmail.com); Mark LaPlaca (marklaplaca@snet.net); mike palumbo (mkpalumbo@phoenix-vision.com); Monika Lazauskas (mlazauskas89@gmail.com); nancysilander@gmail.com (nancysilander@gmail.com); Paul Aho (paulaho@paulaho.com); Peggy (peggybecketrinker@gmail.com); Peter Millman (peter.millman7@gmail.com); peterkochenburger@yahoo.com (peterkochenburger@yahoo.com); Randy Walikonis (rwalikonis@snet.net); Ron Kolonowski (ronkol@sbcglobal.net); Ron Manizza (pedlinron@gmail.com); Ron Schurin (RSchurin@gmail.com); Saul Nesselroth (snesselroth7882@charter.net); Sharry Goldman (bgoldman@snet.net); Shirley Katz (shirleyrkatz@att.net); Terry Berthelot (mtberthelot@hotmail.com); Tulay Luciano (tulayluciano@yahoo.com); Uwe Koehn (uwekoehn@earthlink.com); Win (winsmith314@gmail.com)

I agree. In a global warming crisis we need to conserve and re-use all we can.

Sent from my iPhone

On Jul 23, 2014, at 5:31 PM,

"cynarastites@gmail.com<mailto:cynarastites@gmail.com>"

<cynarastites@gmail.com<mailto:cynarastites@gmail.com>> wrote:

The Republicans on the Town Council want to close the Swap Shop at the Mansfield Transfer Station. They want to save money, and they certainly don't want to fund a \$10,000 position for Town employee to mind the Swap Shop. (A long-time volunteer, Nora Stevens, has been minding the Swap Shop for years. She made sure that the tent I donated went to a homeless man and the collection of travel-size bottles of hand lotion and shampoo that I donated went to a nursing home.)

One of the Republicans' arguments for closing the Swap Shop is that only a portion of the donations to the Swap Shop end up being re-used or recycled. I believe that every re-used or recycled item is one less item that is discarded into the garbage. I don't care if some people take donations from the Swap Shop and sell them because it's just another method of assuring that these items are re-used.

Please e-mail the Mansfield Town Council at TownCouncil@mansfieldct.org<<mailto:TownCouncil@mansfieldct.org>> to support keeping the Swap Shop open.

Thanks.

Cynara Stites

[Print](#)[Close](#)

swap shop

From: **Lee Terry** (ttery8388@charter.net)
Sent: Thu 7/24/14 6:49 AM
To: TownCouncil@mansfieldct.org
Cc: **Thomas Terry** (thomas.milton.terry@gmail.com); **Cynara Stites** (cynarastites@gmail.com); **Brian Anderson** (banderson@council4.org)

Tom and I support keeping the swap shop and paying for a person to mind the shop. Some items are too valuable to throw into recycling, yet are difficult to sell or get rid of. Why should we throw these things in recycling bins, only to be smashed up, or in bulky waste? It's a shame to waste perfectly good items. We noticed one day that WAIM volunteers were taking items to be distributed. It's a good deal and a good source of kitchenware and other items that some people who have no money can use until they get on their feet. \$10,000 is not too much for such a good cause. In fact, keeping people working at jobs like this one is a good investment for the town. I also don't care if people resell these items at flea markets or garage sales. Why begrudge them a chance to make a little money?

Lee Terry

[Print](#)[Close](#)

Save the Swap Shop

From: cynarastites@gmail.com

Sent: Wed 7/23/14 5:31 PM

To: 'Toni Moran' (morantt@earthlink.net); 'Alex Marcellino' (alexanderml1961@gmail.com); 'Alicia' (alicia06250@yahoo.com); 'Andrea Epling' (nynov28@yahoo.com); 'Andy O'Sullivan' (andyosully55@yahoo.com); 'Ben Shaiken' (benjamin.shaiken@gmail.com); 'Betsy Paterson' (betsy_paterson@hotmail.com); 'Bob Kremer' (bobkremer@yahoo.com); 'Brian Anderson' (banderson@council4.org); 'Carol Lewis' (cwlewis16@earthlink.net); 'Carol Thomas' (scbooks@mindspring.com); 'Charlie Prewitt' (cprewittsr@yahoo.com); 'Curt Beck' (cbeck3795@charter.net); 'David Litrico' (267david@gmail.com); 'David Simon' (simonspeak@sbcglobal.net); 'David Stone' (dstone258@earthlink.net); 'Don and Rita Vigneau' (rita.vigneau@yahoo.com); 'Greg Lewis' (grevinlew@yahoo.com); 'Gregg Haddad' (gregory.haddad@snet.net); 'Ida Millman' (ida.millman@gmail.com); 'Jay Rueckl' (jay.rueckl@gmail.com); 'Jim LoMonaco' (suoaf1@msn.com); 'Jim Mark' (jrmark@lavigne-mark.com); 'John Meyers' (john.meyers@yahoo.com); 'Judy Stein' (steinja@gmail.com); 'Karla Fox' (foxkarla@charter.net); 'Ken Rawn' (kenrawn@sbcglobal.net); 'Lee Terry' (tterry8388@charter.net); 'Leslie Turner' (leslieturn3@gmail.com); 'Lyle Scruggs' (bananafloss@gmail.com); 'Mark LaPlaca' (marklaplaca@snet.net); 'mike palumbo' (mkpalumbo@phoenix-vision.com); 'Monika Lazauskas' (mlazauskas89@gmail.com); nancysilander@gmail.com; 'Paul Aho' (paulaho@paulaho.com); 'Peggy' (peggybeckettrinker@gmail.com); 'Peter Millman' (peter.millman7@gmail.com); peterkochenburger@yahoo.com; 'Randy Walikonis' (rwalikonis@snet.net); 'Ron Kolonowski' (ronkol@sbcglobal.net); 'Ron Manizza' (pedlinron@gmail.com); 'Ron Schurin' (RSchurin@gmail.com); 'Saul Nesselroth' ([snesselroth7882@charter.net](mailto:ssnesselroth7882@charter.net)); 'Sharry Goldman' (bgoldman@snet.net); 'Shirley Katz' (shirleykatz@att.net); 'Terry Berthelot' (mtberthelot@hotmail.com); 'Tulay Luciano' (tulayluciano@yahoo.com); 'Uwe Koehn' (uwekoehn@earthlink.com); 'Win' (winsmith314@gmail.com)

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One of the Republicans' arguments for closing the Swap Shop is that only a portion of the donations to the Swap Shop end up being re-used or recycled. I believe that every re-used or

recycled item is one less item that is discarded into the garbage. I don't care if some people take donations from the Swap Shop and sell them because it's just another method of assuring that these items are re-used.

Please e-mail the Mansfield Town Council at TownCouncil@mansfieldct.org to support keeping the Swap Shop open.

Thanks.

Cynara Stites

[Print](#)

[Close](#)

Swap Shop

From: **Ida Millman** (ida.millman@gmail.com)

Sent: Wed 7/23/14 6:02 PM

To: TownCouncil@mansfieldct.org

The Swap Shop should remain open since it is a major vehicle for recycling. That a profit may be made by those who earn relatively small sums of money by picking up things for nothing and reselling them is beside the point - they get used again instead of going into the trash.

Re staffing: It's unlikely there is another Nora Stevens, bless her heart and energy. Can some semi-volunteer time be encouraged with property/auto tax rebates? Other town benefits?

Love&Blessing&Laughter to ALL

IDA G MILLMAN

Print

Close

Swap Shop

From: **Carol Thomas** (scbooks@mindspring.com)

Sent: Wed 7/23/14 9:21 PM

To: TownCouncil@mansfieldct.org

I believe this is a service we should continue. Anything that gets re-used is prevented from becoming trash. I fail to understand the concern that some items may be sold. If people need a few dollars that badly, they are welcome to any item I leave.

Carol Thomas

[Print](#)

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Swap Shop

From: **David Stone** (dstone258@earthlink.net)
Sent: Thu 7/24/14 7:54 AM
To: TownCouncil@mansfieldct.org

Dear Council:

I have used the swap shop, and feel very good about it. Ms. Stevens has been pleasant and helpful. The "shop" is well organized, and easy to look around. The idea that our neighbors can benefit from our items is also a plus. Sometimes I even find things I can use!

We all should support recycling, and we all should be going green. If we employ someone from town then that is also a benefit. Every item removed from the stream of garbage and reused is great!!!

Another thought is why not have E. O. Smith kids and teachers run the shop.

David Stone

Print

Close

Swap Shop

From: **Ron** (ronkol@sbcglobal.net)

Sent: Thu 7/24/14 8:01 AM

To: TownCouncil@mansfieldct.org (TownCouncil@mansfieldct.org)

I strongly encourage you to keep funding the swap shop. It is one of those services that makes Mansfield unique. It is a place that fosters and builds community among neighbors. The loss if the swap shop would diminish our community and rob it's residents of one of the best places to meet neighbors, engage in conversation and enhance our communal life.

Sincerely
Ron Kolanowski
13 Eastwood Road

Sent from my iPhone

[Print](#)

[Close](#)

Swap Shop

From: cynarastites@gmail.com
Sent: Fri 7/18/14 1:00 PM
To: TownCouncil@mansfieldct.org

Dear Town Councilors:

The Swap Shop is one of the many excellent services that make me glad that I live in Mansfield. It provides a convenient way for Mansfield residents to recycle and re-use items that, otherwise, would end up in the garbage or bulk waste. It is essential that the Swap Shop have staff to sort items and to pass on items to people who will re-use them. Nora Stevens, the stalwart Swap Shop volunteer, helps tremendously by giving donated items to people who will re-use them. She gave the tent I donated to a homeless person and the travel-size bottles of hand lotion and shampoo to a nursing home. In the past, Nora donated Swap Shop items to the Mansfield Senior Center for sale at the Senior Bazaars. This is a way to support a good cause and assure that items get re-used. I don't mind if individuals sell items they pick up at the Swap Shop because that is another way of re-using stuff instead of discarding it. Keep stuff out of the garbage! Keep the Swap Shop open!

Cynara Stites

12C Sycamore Drive

Storrs Mansfield, CT 06268

[Print](#)

[Close](#)

RE: Swap Shop

From: **Elizabeth Wassmundt** (wassmundte@mansfieldct.org)
Sent: Sat 7/19/14 8:06 AM
To: cynarastites@gmail.com (cynarastites@gmail.com); Town Council
(Council@mansfieldct.org)

Comment: no USABLE items need ever be put into trash. There is WAIM and the Salvation Army and other organizations who will gladly take such items and make them available to those who need them.

Should the Mansfield taxpayer be asked to support a service where approximately 75% of the items donated end up in trash? I don't think so.

Personally, I object to having a volunteer at the Swap Shop who skims off the prime items for whatever "good" purpose. I recall a friend who was moving and who brought many very good items to the Swap Shop. She phoned me to say how gratifying it was to see people taking her items as quickly as she could put them out. I recall her dismay when I told her that it was the volunteer lady who then will put these items into her tag sale.

Betty Wassmundt

From: cynarastites@gmail.com [cynarastites@gmail.com]
Sent: Friday, July 18, 2014 12:59 PM
To: Town Council
Subject: Swap Shop

Dear Town Councilors:

The Swap Shop is one of the many excellent services that make me glad that I live in Mansfield. It provides a convenient way for Mansfield residents to recycle and re-use items that, otherwise, would end up in the garbage or bulk waste. It is essential that the Swap Shop have staff to sort items and to pass on items to people who will re-use them. Nora Stevens, the stalwart Swap Shop volunteer, helps tremendously by giving donated items to people who will re-use them. She gave the tent I donated to a homeless person and the travel-size bottles of hand lotion and shampoo to a nursing home. In the past, Nora donated Swap Shop items to the Mansfield Senior Center for sale at the Senior Bazaars. This is a way to support a good cause and assure that items get re-used. I don't mind if individuals sell items they pick up at the Swap Shop because that is another way of re-using stuff instead of discarding it. Keep stuff out of the garbage! Keep the Swap Shop open!

Cynara Stites
12C Sycamore Drive
Storrs Mansfield, CT 06268

PAGE
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7 C Sycamore Drive
Storrs Mansfield, CT 06268

Telephone: (860) 429-2522

July 21, 2014

Mayor Betsy Patterson
Town of Mansfield

Dear Betsy:

Many citizens of Connecticut were disappointed to learn of Governor Malloy's decision not to help with the influx of children from Guatemala, Honduras and El Salvador who have been detained at the border of the Southwestern United States. He rightfully turned down their transfer to the decaying buildings of Southbury Training School. However, many of us in Eastern Connecticut urge him to consider buildings of the former Mansfield Training School.

The buildings in Mansfield transferred to the Department of Corrections were renovated and opened in 1989 as a Level 2 (minimum security facility). It was later re-named the Donald T. Bergin Correctional Institution (DBCI) and was expanded to incarcerate 962 men. In 2011 the population dropped to 603 and DBCI was closed. For the past three years it has been maintained by DOC and protected for possible re-opening.

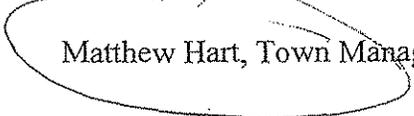
Driving by on Route 44 one sees behind the screening of shrubbery, there is a chain-link fence with razor-wire which surrounds a campus of grass, paths for walking, and an area for basket-ball and volley-ball. Inside it is a prison with bunk rooms and a cafeteria serving meals in shifts, but set up to prepare the inmates for end-of-sentencing discharge or a move to Level 1 supervision in the community. There are classrooms, offices for counseling and small groups, all of which could be quickly modified for use by children who are awaiting a hearing on their status.

Access to legal advice is essential and attorneys in the northeast will respond to that need. There are students and others who would welcome an opportunity to serve; and to grapple with the conditions which make children become refugees.

Sincerely,

Susanna M. Thomas

cc: Editor, *the Chronicle*


Matthew Hart, Town Manager

PAGE
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TOWN OF MANSFIELD
OFFICE OF PLANNING AND DEVELOPMENT

MANSFIELD PLANNING AND ZONING COMMISSION

Memo to: Mansfield Town Council
Mark Kiefer, Tree Warden
Property-owners with street frontage on Dog Lane and Gurleyville Road, within 500 feet
of proposed tree removal on a "Scenic Road"
From: Linda Painter, Director of Planning and Development
Date: Tuesday, July 15, 2014
Re: August 4, 2014 Public Hearing on proposed tree removal on
Dog Lane and Gurleyville Road, Mansfield Scenic Roads
PZC File #1010-5 and 1010-8

The Planning and Zoning Commission has received a request for tree removal along Dog Lane and Gurleyville Road, both of which are Mansfield-designated Scenic Roads. The subject request is from Steve Child on behalf of Connecticut Light and Power.

Whereas Dog Lane and Gurleyville Road are subject to the provisions of the Town of Mansfield's Scenic Road Ordinance, a required Public Hearing has been scheduled for 7:15 p.m. on Monday, August 4, 2014, in the Council Chambers of the Audrey P. Beck Municipal Building, 4 South Eagleville Road, Storrs, Connecticut. At this hearing verbal or written comments shall be received regarding the proposed work. Any comments regarding this request must be received prior to the close of the Public Hearing. Enclosed please find a list of the identified trees and their location and a copy of the legal notice.

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 429-3330.

Mansfield Scenic Road Trees

CL&P Removals

<u>Loc #</u>	<u>Address</u>	<u>Pole #(s)</u>	<u>Specie</u>	<u>Ownership</u>
1	79 Dog Lane	3422-3423	Ash	Town
2	79 Dog Lane	3423-3422	Ash	Private
3	79 Dog Lane	3423-3422	Hickory	Town
4	79 Dog Lane	3424-3423	Sugar Maple	Private
5	98 Dog Lane	917-3425	White Oak	Town
6	98 Dog Lane	917-3425	Red Oak	Town
7	98 Dog Lane	917-3425	Ash	Town
8	127 Dog Lane	912	Sugar Maple	Town
9	149 Dog Lane	909-910	Red Maple	Private
10	149 Dog Lane	910-911	Sugar Maple	Private
11	149 Dog Lane	5002-909	Elm	Town
12	Int Dog Ln and Bundy	908	Red Maple	Private
13	Int Dog Ln and Bundy	908	Pine	Private
14	287 Gurleyville	1711	Hickory	Town
15	287 Gurleyville	1711-1710	(2)R Pine/W Pine	Private
16	287 Gurleyville	1710	White Pine	Private
17	287 Gurleyville	1710	Red Oak	Private
18	Gurleyville (Wooded)	1684-1682	(2) Oaks	Private
19	Gurleyville (Wooded)	1689-1688	(2) Hemlocks	Private
20	217 Gurleyville	1694-1693	Ash	Town
21	217 Gurleyville	1694-1693	Pine	Town



TOWN OF MANSFIELD, CONNECTICUT

REQUEST FOR PROPOSALS (RFP)

Impact Analysis of Next Generation Connecticut Initiative

SUBMISSION DEADLINE: Friday, July 18, 2014 by 12:00 PM

SUBMISSION CONTACT INFORMATION:

Mr. Matthew W. Hart
 Town Manager
 Town of Mansfield
 4 South Eagleville Road
 Mansfield, Connecticut 06268-2599
 (860) 429-3336 x5

TownMngt@mansfieldct.org

Proposals will be accepted in electronic format only, preferably in a PDF version

Purpose

The Town of Mansfield is seeking submittals to conduct an analysis of potential economic and municipal service benefits and impacts related to the implementation of the University of Connecticut's *Next Generation Connecticut Initiative* or *NextGenCT*. The Town will conduct the analysis in consultation and collaboration with the University administration and staff. *NextGenCT*, a ten-year plan to build UCONN's capacity as a center for science, technology, engineering and mathematics (STEM), is expected to enhance the University's mission as an educational institution, and to promote job creation and otherwise stimulate the local and state economy. The Town anticipates *NextGenCT* will have certain economic benefits for Mansfield and the region. However, the Town also foresees an impact to municipal services and quality of life in certain neighborhoods and areas of the community, and wants to be adequately prepared to address these issues in collaboration with UCONN and other key stakeholders. In addition, the study will provide an important planning and budgeting tool for the Town, and demonstrate the importance of maintaining intergovernmental revenue from the state to Mansfield.

About Next Generation Connecticut

In July 2013, Connecticut Governor Dannel Malloy signed into law the *Next Generation Connecticut* initiative or *NextGenCT* – a ten-year plan for enhancing UCONN's capacity to serve as a global center for science, technology, engineering and mathematics (STEM), as well as an economic development and employment engine for the region and state. Accommodating this growth is expected to require both new and renovated facilities at the Storrs campus. Plans for the Storrs campus in Mansfield include:

- A potential increase in enrollment of 5,000 additional students over a 10-yr period in the STEM disciplines
- The hiring of new faculty for the Storrs campus in numbers commensurate with enrollment growth and new research initiatives

- Construction of new STEM research facilities and improvements to existing facilities
- Construction of a STEM residence hall and an additional residence hall to accommodate a living-learning community for Honors students

The University is currently developing a long-range master plan to guide growth related to *Next Generation Connecticut* and other initiatives.

Scope of Services

The Town Manager invites proposals from short-listed firms to conduct an analysis of potential economic benefits and municipal service impacts on Mansfield attributable to the University of Connecticut’s *Next Generation Connecticut Initiative*. **The scope of services outlined in this RFP supersedes the scope included in the previously issued request for qualifications (RFQ).**

The scope of the assignment will include:

- Using existing data and other information, review the impacts of the *UCONN 2000* and *UCONN 21st Century* initiatives, assessing both the economic benefits (including intergovernmental revenue) and any resulting service demands on Mansfield
- Assessing the primary and secondary economic benefits of *NextGenCT*, such as job creation and the secondary local and regional effects on the economy of increased payroll and local spending patterns, and sales and property tax revenue
- Projecting the impact of *NextGenCT* on Mansfield’s intergovernmental revenue streams, including payment in lieu of taxes, school funding formulas and other sources of state aid resulting from either new capital investment and enrollment growth
- Analyzing, on a per capita and marginal cost basis, the potential service and infrastructure impacts on the host community Mansfield, including service areas such as public safety, public works, education, transportation, code enforcement and human services
- Accounting for existing partnerships and identifying new opportunities for shared services in areas such as community and economic development, community services, public safety, public works, transportation and wastewater treatment (this analysis would be conducted at a high level only)
- Preparing related revenue and expenditure models to inform municipal planning, and operating and capital budgets (while the Town understands the software used to prepare these models may be proprietary, the models will become the property of the Town and should be designed so that Town staff can modify the data as the actual build out of *NextGenCT* occurs)
- Preparation of draft and final reports
- Presentations to municipal and university staff, elected officials and advisory committees, and the general public (the firm should budget for a total of four presentations)

Consultant Selection Schedule

The Town anticipates the following schedule to complete the consultant selection process for this project:

Issuance of RFP	Issued on July 8, 2014
Responses due	Not later than July 18, 2014
Review responses to RFP (possible 2 nd interview)	Completed by August 1, 2014
Negotiate scope and fee with selected firm	Completed by August 22, 2014

Proposal

The firm should submit by email a proposal to perform the work outlined in the scope of services. The proposal should include:

- A work plan to complete the assignment. The work plan should provide specifics on tasks and assignments (indicating task leaders), as well as the project schedule and milestone dates.
- A budget to complete the assignment. The firm should structure the budget by task and phases, indicating fees by task, and listing all costs associated with the work.
- An organizational chart listing all key project staff and full resumes for the same personnel.

The Town expects the selected firm to complete the tasks outlined in its work plan by end of January 2015.

Proposals should be directed to Mr. Matthew W. Hart, Town Manager, not later than 12:00 PM on Friday, July 18, 2014. Proposals should be in electronic format only, preferably in a PDF version.

Summary

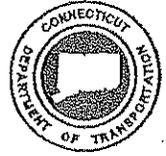
The Town will negotiate a final scope of services and fee proposal with the selected firm. The Town will evaluate and select the firm based on qualifications, experience and performance with similar engagements, references, ability to provide timely services, awareness of project issues, opportunities and constraints, and estimated fees and expenses. The selected firm must be able to meet all municipal, state and federal affirmative action and equal employment opportunity practices and guidelines.

The Town does not expressly state or imply any obligation to reimburse responding firms for any expenses incurred in preparing submissions in response to this request. The Town reserves the right to reject any or all proposals, to select a firm in a manner that is advantageous to the municipality and to waive all formalities in the bidding.

PAGE
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STATE OF CONNECTICUT
DEPARTMENT OF TRANSPORTATION



2800 BERLIN TURNPIKE, P.O. BOX 317546
NEWINGTON, CONNECTICUT 06131-7546

Phone:

July 11, 2014

Mr. Matthew W. Hart
Town Manager
Audrey P. Beck Municipal Building
4 South Eagleville Road
Mansfield, Connecticut 06268

Dear Mr. Hart:

Subject: Federal Fiscal Year 2010-11 Safe Routes to School (SRTS)
Infrastructure Program - SRTS Project Award Notification

On May 28, 2014, the Department of Transportation (Department) received public involvement documentation and a resolution of support from Mansfield's Town Council for the Southeast Elementary School's SRTS project, fulfilling the prerequisites of the FFY 2010-11 SRTS Infrastructure Program.

Therefore, the Department would like to notify you that your SRTS project is approved for the funding award of \$495,100 under the following conditions. The funding award is used only for construction costs associated with the project. Out of total awarded amount, approximately \$37,100 will go towards the cost of the Department's administrative costs, leaving the remaining balance of \$458,000 available to the Town. The Town is responsible for any costs associated with the design of this project and any costs required for the acquisition of rights of way. In addition, it is important to note that the Town is responsible for any construction costs over the maximum amount awarded.

The Department's Highway Design, State Roads Office will be responsible for administering the design phase. A kickoff meeting with your Engineering Department will be scheduled in the near future to discuss the project details, schedule and the design process.

All costs incurred under this project must be in full compliance with both Federal and State regulations, policies, and procedures that govern the use of transportation funds. Costs are subject to review by both Department Accounts Examiners and Federal Auditors. Payments will be made as reimbursements for project expenses after they have been incurred.

Mr. Matthew W. Hart

July 11, 2014

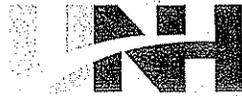
If you have any questions or require further assistance, please contact Ms. Sharon P. Okoye, SRTS Coordinator, at (860) 594-2367, or by e-mail at sharon.okoye@ct.gov.

Very truly yours,



Robbin L. Cabelus
Transportation Planning Director
Bureau of Policy and Planning

cc: Ms. Eloise Powell, Federal Highway Administration
Windham Regional Council of Governments, Executive Director
Mr. Fred Baruzzi, Superintendent of Schools
Ms. Lauren Rodriguez, Principal, Southeast Elementary School
Mr. John Carrington, Mansfield Director of Public Works
Ms. Linda Painter, Director of Planning and Development



UNIVERSITY OF
NEW HAVEN

Southeastern Campus

Item #16

July 9, 2014

Dear Fellow CCM Member:

I would like to invite you, or anyone in your municipality to learn more about the graduate programs offered at the University of New Haven.

The University of New Haven has a long tradition of service to its students, particularly to the many adult students who are continuing their academic preparation at the graduate level. Our master's degree programs and graduate cohort programs are offered in the evening, online, and/or weekends and are tailored expressly for adults who are highly motivated, experienced, and mature. These programs provide an opportunity for working professionals to earn a master's degree while minimizing disruptions in work or personal endeavors.

Enclosed please find a flyer with details and information about our upcoming *Open Houses* at our *New London and Main Campus*. I would greatly appreciate it if you could post or disseminate the information to your employees.

If you have any questions or would like to schedule a personal appointment, please do not hesitate to contact me at 203-932-7067 or mmason@newhaven.edu. The University of New Haven looks forward to assisting your organization and its employees in the near future.

Sincerely,

A handwritten signature in cursive script that reads "Michelle Mason".

Michelle Mason
Director of New London Campus and Corporate Enrollment

Enc.



University of New Haven

SUMMER 2014 GRADUATE OPEN HOUSES

July 17, 2014

UNH New London Campus, New London, CT

Stop by between 3:30 p.m. and 5:30 p.m.

Visit www.newhaven.edu/newlondon for more information

RSVP to newlondon@newhaven.edu or 860.701.5454

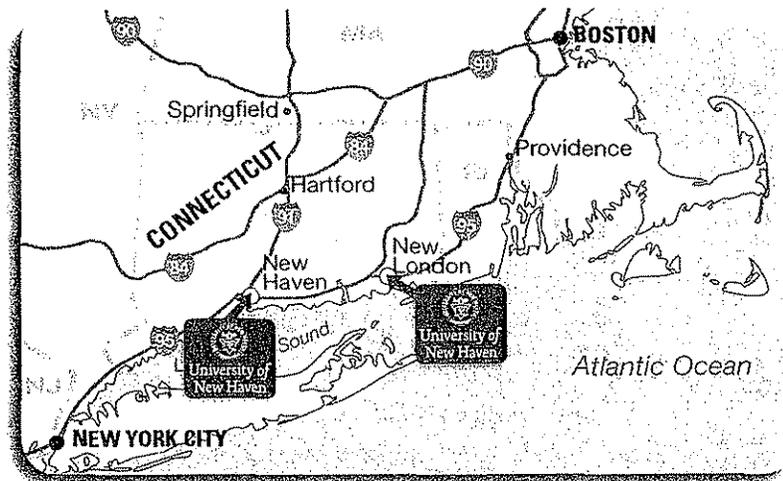
August 6, 2014

UNH Main Campus, West Haven, CT

Stop by between 4:30 p.m. and 6:30 p.m.

Visit www.newhaven.edu/grad for more information

RSVP to gradinfo@newhaven.edu or 203.932.7440



Below are some of the programs that will be highlighted at these events. Visit www.newhaven.edu/grad to see the complete list of more than 30 master's degree programs.

Master of Public Administration

This program is designed for the public and non-profit service professional and focuses on enhancing analytical capabilities and skills in the public, municipal, social and nonprofit arenas.

Classes meet on Saturdays in New London from 8:30 a.m. – 3:30 p.m.

Master of Arts in Industrial Organizational Psychology

The study and practice of industrial and organizational psychology is directed toward enhancing the effectiveness and functioning of organizations by applying psychological principles to human work behavior. Program includes a Graduate Certificate in Human Resource Management.

Classes meet on Saturdays in West Haven from 8:30 a.m. – 3:30 p.m.

Master of Labor Relations

Labor Relations is a problem solving field whose practitioners attempt to maintain harmony among employees, employers, government and unions.

Classes meet one night per week in West Haven from 6:00 p.m. – 9:00 p.m., with some Saturdays and online options

Master of Business Administration

This program develops the skills, knowledge, and values today's manager must possess for success. It is designed to hone the skills needed to become a strategic, collaborative, corporate thinker.

Blended mix of classes meeting one night per week in Orange and New London or online

Executive Master of Business Administration

For senior professionals, this program is designed to develop synergy across content, delivery, experiential and cognitive learning, and real-world application. Its content is developed around themes of Viability, Cultural Transformation, Marketing Management, Ethics, Environment Sustainability and Social Responsibility, Measurement, Leading and Execution.

Classes meet one Friday/Saturday every three weeks in Orange

Master of Science in Engineering and Operations Management

This program provides engineering and technical professionals with the knowledge and skills required to assume leadership positions in manufacturing and service organizations in a global market environment.

Classes meet one night per week in New London and in West Haven from 4:00 p.m. – 10:00 p.m.