



**TOWN OF MANSFIELD
TOWN COUNCIL MEETING
Monday, February 9, 2015
COUNCIL CHAMBERS
AUDREY P. BECK MUNICIPAL BUILDING
7:30 p.m.**

AGENDA

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CALL TO ORDER	
ROLL CALL	
APPROVAL OF MINUTES	1
OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL	
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REPORTS AND COMMENTS OF COUNCIL MEMBERS	
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FUTURE AGENDAS

EXECUTIVE SESSION

ADJOURNMENT

REGULAR MEETING – MANSFIELD TOWN COUNCIL
Monday, January 26, 2015 ADJOURNED to Thursday, January 29, 2015
DRAFT

Mayor Elizabeth Paterson called the regular meeting of the Mansfield Town Council to order at 7:00 p.m. in the Buchanan Center Auditorium.

I. ROLL CALL

Present: Kegler, Kochenburger, Marcellino, Moran, Paterson, Raymond, Ryan, Shapiro (7:30 p.m.)

Excused: Wassmundt

II. APPROVAL OF MINUTES

Mr. Ryan moved and Ms. Moran seconded to approve the minutes of the January 12, 2015 meeting. Ms. Raymond requested the minutes reflect that the Four Corners Advisory Committee voted to recommend the extension of the comment period for the CWC/UCONN Diversion Permit Application. The motion, as amended, passed unanimously.

III. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

Meg Reich, Bassetts Bridge Road and President of the Willimantic River Alliance, commented on the Aquatic Invasive Species Control Grant for Eagleville Lake noting that the Alliance has been working with localities to determine the most effective way to combat the infestation of fanwort. The Alliance is in support of the grant. (Statement of support attached)

Ric Hossack, Middle Turnpike, responded to the letters in support of the daycare centers and urged the Council not to spend taxpayer funds to replace the funds UConn will no longer be providing.

Arthur Smith, Mulberry Road, commented on the MERS presentation before the Personnel Committee outlining possible changes to the pension options noting that costs need to be looked at. Mr. Smith stated that he will be filing a Freedom of Information request with the Town asking for information regarding the communications received from UConn concerning recent blasting activity and a reported gas leak.

IV. REPORT OF THE TOWN MANAGER

Town Manager Matt Hart highlighted items in his Town Manager's Report.

Ms. Raymond questioned why she was prohibited from taking a left turn on to Rte. 195 at 5:30 am on Thursday, January 29, 2015, especially since cars on Rte. 195 were being permitted to continue through the intersection.

The Town Manager will pass on Ms. Raymond's concerns to the Director of Public Works.

Mr. Shapiro joined the meeting.

Ms. Moran called the snow clearing efforts in the Storrs Center area impressive.

V. REPORTS AND COMMENTS OF COUNCIL MEMBERS

January 29, 2015

Ms. Raymond noted that the Towns of Vernon, Ashford, and Mansfield submitted a sufficient number of signatures to require a public hearing for the CWC/UCONN Diversion Permit Application.

Ms. Moran attended two of the Mansfield Tomorrow Presentations and reported that Director of Planning and Development Linda Painter and Natural Resources and Sustainability Coordinator Jennifer Kaufman did a spectacular job presenting the information. Ms. Moran remarked that there are areas of the Plan which are within the Town Council's jurisdiction and suggested the Council revisit whether or not they should hold a public hearing.

Mayor Paterson commended the staff on their snow removal efforts.

Ms. Raymond also noted the roads were well cleared.

VI. OLD BUSINESS

1. Storrs Center Update

The bids for the light pylons and stage pavilion have been reviewed and a contractor selected.

2. Community/Campus Relations, UCONN Master Plan

Ms. Moran moved and Mr. Shapiro seconded, effective January 29, 2015, to authorize the Mayor to co-endorse the attached comments to the University of Connecticut regarding the draft UConn Campus Master Plan.

The Town Manager reviewed the process undertaken which included referring the Plan to all relevant committees and asking for their input.

Director of Planning and Development Linda Painter reviewed the comments offered by the advisory committees commenting that the draft letter covers the positive elements as well as identified issues.

Ms. Raymond offered the following amendments:

- Include language stating that the Council's comments predate the receipt of the Next Gen Impact Analysis which is currently underway.
- Add information and/or examples of the "outlying parcels" referred to in the *Conservation of Open Space* section.
- Add a more emphatic statement with regards to the scenic value of the Horsebarn Hill vista in the *Residence Hall Locations* section.

Ms. Moran and Mr. Shapiro accepted the suggested additions as friendly amendments to the original motion as well as a suggestion by Ms. Moran that the comments also predate CROG's Transportation Study. A suggestion by Mr. Kochenburger to add a note to the *Multipurpose/Hockey Arena* section indicating that committee objections to the Rte. 195/South Eagleville location were unanimous was also accepted as a friendly amendment.

The motion to approve as amended passed unanimously.

Members thanked the committee members for their input.

VII. NEW BUSINESS

3. Aquatic Invasive Species Control Grant for Eagleville Lake

Ms. Moran moved and Mr. Ryan seconded, effective January 29, 2015, to authorize staff to proceed with the proposed aquatics invasives control program for Eagleville

January 29, 2015

Lake and to complete the steps necessary to receive the Aquatic Invasive Species Control Grant from CT DEEP

Natural Resources and Sustainability Coordinator Jennifer Kaufman stated that the project will continue for at least 3 years, not all of which will necessarily include the application of herbicides, and that the project will be a long term management issue. Council members invited Willimantic River Alliance President Meg Reich to the table. Ms. Reich described how the herbicide would work in the Eagleville Lake, which is actually a river, as opposed to a lake or a pond and discussed that the danger to humans would be limited to the person applying the herbicide. The motion passed unanimously.

4. CT Employer Support of the Guard and Reserve

Ms. Moran moved and Mr. Ryan seconded, effective January 29, 2015, to authorize the Town Manager to issue the attached Employer Support of the Guard and Reserve Statement (ESGR) Statement of Support.

Motion passed unanimously.

VIII. REPORTS OF COUNCIL COMMITTEES

Chair of the Finance Committee Bill Ryan announced the Committee will be meeting on February 2, 2015 at 6:00 pm to hear and discuss Blum Shapiro's report on financial controls. All members are invited.

Chair of the Personnel Committee Toni Moran reported the Committee met and received draft Code of Ethics language regarding teacher gifts. This language has been forwarded to the Mansfield Board of Education and the Ethics Board for comments. The Committee also heard a report from the Town Manager on CCM's lobbying efforts for MERS reform.

Chair of the Committee on Committees Peter Kochenburger reported the Committee has discussed a plan to appoint two Town Council ex-officio/liaison members to the Economic Development Commission.

Ms. Moran moved and Mr. Shapiro seconded to add the appointment of two Town Council members as ex-officio/liaison members to the Economic Development Commission to the agenda.

The motion passed unanimously.

Ms. Moran moved and Mr. Shapiro seconded to create the position of ex-officio/liaison members of the Economic Development Commission to be comprised of two Town Council members.

The motion passed unanimously and Councilors Kegler and Marcellino agreed to serve.

IX. DEPARTMENTAL AND COMMITTEE REQUESTS

No comments offered.

X. PETITIONS, REQUESTS AND COMMUNICATIONS

5. Letters re: Early Childhood Education Centers

6. T. Luciano (12/10/14)

January 29, 2015

7. A. Smith (01/12/15)
8. A. Smith (01/22/15)
9. Mansfield Board of Education – Report on the Review of the Superintendent’s Mileage Reimbursement Requests
10. E. Paterson re: Draft Diversion Permit No. DIV-201404187
11. P. Schneider re: Funding for Mansfield Advocates for Children
12. Committee on Committees recommendations
13. State of Connecticut Department of Agriculture re: Statement of Dog License Survey

XI. FUTURE AGENDAS

No suggestions offered.

XII. ADJOURNMENT

Mr. Shapiro moved and Ms. Raymond seconded to adjourn the meeting at 8:26 p.m.
Motion passed unanimously.

Elizabeth C. Paterson, Mayor

Mary Stanton, Town Clerk

January 29, 2015



Willimantic River Alliance, Inc.

info@WillimanticRiver.org www.WillimanticRiver.org
Box 9193, Bolton, CT 06043

September 8, 2014

Nancy Murray, Environmental Analyst III
Department of Energy and Environmental Protection
BNR- Inland Fisheries Division
79 Elm Street
Hartford, CT 06106-5127

Subject: Grant application for the control of aquatic invasive species in Eagleville Lake, Mansfield & Coventry

I am writing to support the application of the towns of Mansfield and Coventry for a grant to control fanwort which has invaded Eagleville Lake and to provide a public awareness and educational campaign about it.

Eagleville Lake is an impoundment of the Willimantic River which is a very popular water body for canoeing, kayaking and fishing. Federal, state and local efforts of recent decades have revitalized the 'Willi' from the brown industrial and sewage polluted waterway that it once was, to the blue water trail that it has now become.

Indeed, while the river is still a waste receiving stream, it is so much better that in May of 2012 the United States Secretary of the Interior designated the 21 mile long Willimantic River Water Trail as a National Recreation Trail, one of a select few water trails of local and regional significance worthy of federal recognition.

Also in 2012, the CT Agricultural Experiment Station identified a 60 acre infestation of the non-native aquatic invasive species fanwort (*Cabomba caroliniana*) in Eagleville Lake. Unfortunately and ironically, Eagleville Lake is now clogged with this invasive weed which interferes with recreational activities.

Eagleville Lake is the largest expanse of flat-water on the river, and can be enjoyed even in late summer and fall when the rest of the river can be too shallow to paddle without scraping bottom. The state boat launch on the Coventry side of Eagleville Dam and the town boat launch at Mansfield's River Park provide easy access to the lake with parking for numerous vehicles. These two boat launches are approximately 1.4 miles apart by river, providing an easy paddle for beginners as well as sufficient challenge for experienced paddlers, from spring through fall.

The Last Green Valley (also known as the Quinebaug-Shetucket National Heritage Corridor) has recently installed kiosks and signs at these two boat launches to provide information about the water trail. One unique feature the signs point out is that boaters can paddle roundtrip from either launch, or can put in at one and take out at the other, something not available in many places. These kiosks also have space to post additional information, including about the invasive fanwort in the lake.

On behalf of the recreational users of Eagleville Lake I urge CT DEEP to approve this grant application to control the spread of fanwort and to inform the public about the town's efforts and what they can do to help.

Sincerely,

Meg Reich, President, Willimantic River Alliance 860-455-0532

EMPLOYER SUPPORT OF THE GUARD AND RESERVE STATEMENT OF SUPPORT PROGRAM

The Statement of Support Program is the cornerstone of ESGR's effort to gain and maintain employer support for the National Guard and Reserve. The intent of the program is to increase employer support by encouraging employers to act as advocates for employee participation in the military. Employers signing a Statement of Support make the following commitments to their employees:

- We fully recognize, honor and enforce the Uniformed Services Employment and Reemployment Rights Act (USERRA).
- We will provide our managers and supervisors with the tools they need to effectively manage those employees who serve in the National Guard and Reserve.
- We appreciate the values, leadership and unique skills service members bring to the workforce and will encourage opportunities to employ Guardsmen, Reservists and Veterans.
- We will continually recognize and support our country's service members and their families in peace, in crisis and in war.

The first Statement of Support was signed on December 13, 1972 in the Office of the Secretary of Defense by the Chairman of the Board of General Motors. President Nixon was the first President to sign a Statement of Support, and in 2005 every Federal Cabinet Secretary and all Federal agencies signed a Statement of Support to signify their continuing efforts to be model employers.

Since its inception, hundreds of thousands of employers have signed Statements of Support, pledging their support to National Guard and Reserve employees.

To request your Statement of Support, please visit www.ESGR.mil/SoS.



STATEMENT OF SUPPORT
FOR THE GUARD AND RESERVE



AMERICA, INC.

We recognize the Guard and Reserve are essential to the strength of our nation and the well being of our communities.

In the highest American tradition, the patriots men and women of the Guard and Reserve serve voluntarily in an honorable and exact profession. They train to respond to their community and their country in times of need. They deserve the support of every segment of our society.

If those who serve are to continue to serve our nation, increased public understanding is required of the essential role of the Guard and Reserve in preserving our national security.

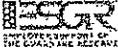
Therefore, we join other employers in pledging that:

- We fully recognize, honor and enforce the Uniformed Services Employment and Reemployment Rights Act (USERRA).
- We will provide our managers and supervisors with the tools they need to effectively manage those employees who serve in the Guard and Reserve.
- We appreciate the values, leadership and unique skills service members bring to the workforce and will encourage opportunities to employ Guardsmen, Reservists, and Veterans.
- We will continually recognize and support our country's service members and their families in peace, in crisis, and in war.

Name

Signature
Title

Signature
Title



EMPLOYER SUPPORT OF THE GUARD AND RESERVE

RECOGNIZING OUTSTANDING SUPPORT

Employer support enhances retention rates in the Armed Forces and in the end, strengthens our national security. To recognize employers who support their National Guard and Reserve employees, ESGR promotes several recognition programs including:

- Patriot Award
- Above and Beyond Award
- Pro Patria Award
- Secretary of Defense Employer Support Freedom Award

Patriot Award: The Patriot Award honors individual supervisors for their support of Reserve Component employees. Nominations must be made by National Guard and Reserve Service members or their spouses. Nominated employers will receive a Patriot Award certificate and accompanying lapel pin. Please visit the ESGR website at www.ESGR.mil/PA to request a Patriot Award for your supervisor.

Above and Beyond Award: The Above and Beyond Award is the second in a series of ESGR employer recognition awards. The awards are presented by ESGR State Committees and recognize employers at the state level who have gone above and beyond the legal requirements of the Uniformed Services Employment and Reemployment Rights Act (USERRA).

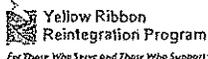
Pro Patria Award: The Pro Patria Award is presented annually by each ESGR State Committee to one small, one large, and one public sector employer in their state or territory who has provided exceptional support to National Guard and Reserve employees through their leadership practices and personnel policies.

Secretary of Defense Employer Support Freedom Award: The Secretary of Defense Employer Support Freedom Award is the highest recognition given by the Department of Defense to employers for their outstanding support of employees serving in the Reserve Components. Each year, National Guard and Reserve employees, or a family member acting on their behalf, have the opportunity to nominate their employer for the Freedom Award. ESGR State Committees review nominations and submit recommendations to advance to the next round in each of the three categories: small, large (500+ employees), and public sector. A national selection board comprised of senior Department of Defense officials and business leaders select up to 15 employers to receive the Secretary's prestigious award. More information on the Secretary of Defense Employer Support Freedom Award is available at www.FreedomAward.mil.

ESGR DEVELOPS AND PROMOTES A CULTURE IN
WHICH ALL AMERICAN EMPLOYERS
SUPPORT AND VALUE
THE MILITARY SERVICE OF THEIR EMPLOYEES.



Department of Defense Partnership of Programs



Supporting Reserve Component Members, Families and Employers

WWW.ESGR.MIL 1-800-336-4590
FACT SHEET 6 / ESGR-EB130 / 10_2013

PAGE
BREAK



**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; Jennifer Kaufman, Sustainability and Natural Resources Coordinator
Date: February 9, 2015
Re: Draft: Mansfield Tomorrow Plan of Conservation and Development

Subject Matter/Background

At the special meeting on Tuesday, February 3, 2015, the Town Council by consensus determined that it would like to hold a public hearing on the draft Mansfield Tomorrow Plan of Conservation and Development independent of the public hearing that will be held by the Planning and Zoning Commission. After confirming with the Town Attorney that the Council's standard public hearing notice requirements apply and reviewing upcoming schedule of meetings, staff recommends that the Council schedule a public hearing at 6:30 PM on the night of the February 23, 2015 regular meeting.

Recommendation

If the Council concurs with this recommendation, the following motion would be in order:

Move, to schedule a public hearing for 6:30 PM on February 23, 2015, to solicit public comment regarding the December 2014 public hearing draft of the Mansfield Tomorrow Plan of Conservation and Development.

Attachments

- 1) L. Painter re: Mansfield Tomorrow: Strategic Plan Elements



Town of Mansfield

Department of Planning and Development

Date: February 3, 2015
To: Town Council
From: Linda M. Painter, AICP, Director *LP*
Subject: Mansfield Tomorrow Plan of Conservation and Development: Strategic Plan Elements

At the January 29, 2015 Town Council Meeting, Councilor Moran asked that the question of whether the Town Council hold a public hearing on the draft Mansfield Tomorrow plan be revisited as the plan includes issues that fall under the purview of the Council in addition to the more traditional conservation and development policies that are the responsibility of the Planning and Zoning Commission. To assist the Council in its deliberations, I have prepared a summary of issues addressed in each chapter of the plan.

Chapter 2 ■ Natural Systems

Topics covered: topography; soils; water resources/water quality; terrestrial environments (forests, grasslands, shrublands); wildlife and aquatic species; rare species and unique habitats; invasive species; soil and water contamination; climate adaptation and natural hazard mitigation.

This chapter focuses on goals and strategies to conserve the Town's natural resources. There are specific actions related to community education, management of Town-owned property and potential ordinances and regulations that fall under the purview of the Town Council identified under Goals 2.1, 2.2 and 2.3. Goals 2.4 and 2.5 are primarily the responsibility of the Town Council as they address responses to climate change and natural hazard mitigation.

Action Plan - starts on Page 2.28

Chapter 3 ■ Open Space, Parks and Agricultural Lands

Topics covered: natural systems; agricultural land, preserves, greenways and trails; scenic views and vistas; recreational open space (parks, playgrounds and playing fields); preservation and protection of open space; stewardship and maintenance of open space; and natural resource agencies and organizations.

As with Chapter 2, most of the goals and strategies in this chapter relate to conservation activities. Goals 3.1 and 3.2 include actions for the Town Council that relate to land acquisition and management activities. Goal 3.3 focuses on activities related to management and expansion of parks and recreation programs.

Action Plan - starts on Page 3.23

Chapter 4 ■ Community Heritage and Sense of Place

Topics covered: development forms and patterns; preserving rural character; preservation of historic and scenic resources; and accommodating future growth.

This chapter is primarily the responsibility of the Planning and Zoning Commission as it addresses the physical character of development. Goal 4.1, Strategy C does identify specific actions for the Town Council related to scenic roads, consideration of a demolition delay ordinance and application for Certified Local Government status from the National Park Service.

Action Plan – starts on Page 4.26

Chapter 5 ■ Community Life

Topics covered: education; public safety; community enrichment; health and wellness; and town facilities.

The goals and strategies contained in this chapter are primarily the responsibility of the Town Council with the exception of Goal 5.6, which is related to land use policy and regulation.

Action Plan – starts on Page 5.30

Chapter 6 ■ Diversifying the Economy

Topics covered: what is “economic development”?; tools in the economic development tool box; economic conditions and trends; key existing economic sectors; potential growth opportunities; and economic development resources.

The goals and strategies identified in this chapter are primarily the responsibility of the Town Council with the exception of Goal 6.1, Strategy B and Goal 6.5, which are related to land use policy and regulation.

Action Plan – starts on Page 6.31

Chapter 7 ■ Housing

Topics covered: housing in Mansfield today; affordable housing; housing growth trends and needs; and housing tools/resources.

Goals 7.1, 7.2 and 7.3 include several actions for the Town Council related to increasing the supply of affordable housing and code enforcement activities.

Action Plan – starts on Page 7.23

Chapter 8 ■ Future Land Use and Community Design

Topics covered: Mansfield’s Future Land Use Plan; Community Design Principles; Future land Use Map; Future Land Use Designations; and plan implementation (zoning approaches and review procedures).

As this chapter focuses on land use policy, it falls under the purview of the Planning and Zoning Commission. Goal 8.1, Strategy D does include specific actions for the Town Council related to coordination with UConn.

Action Plan: Starts on Page 8.42

Chapter 9 ■ Infrastructure

Topics covered: transportation; water and wastewater; energy; resource efficiency, solid waste and recycling; and communications.

Goals 9.1 and 9.2 address transportation and water/wastewater infrastructure. While these systems have significant land use and development implications, the future expansion of this infrastructure also falls under the purview of the Council due to financial implications. Goals 9.3 and 9.4 address energy and resource conservation efforts and are primarily the responsibility of the Town Council.

Action Plan: starts on Page 9.29

Chapter 10 ■ Stewardship and Implementation

Topics covered: Plan implementation; Mansfield's fiscal condition; and implementation tools.

The goals and strategies in this chapter primarily fall under the purview of the Town Council with the exception of Goal 10.1, Strategy B, which relates to how the plan is updated.

Action Plan: starts on Page 10.11

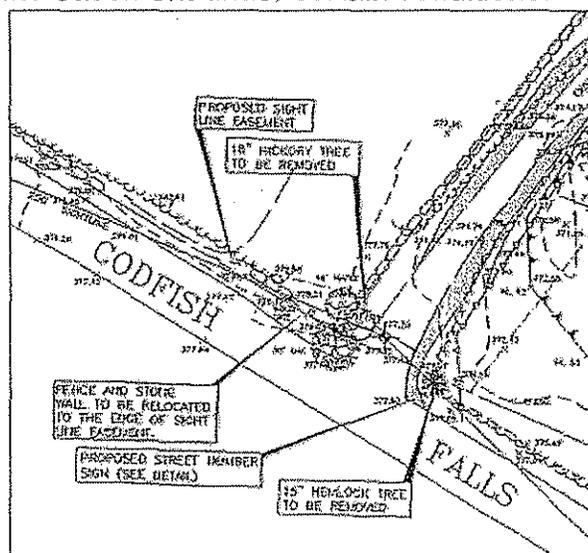


**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant Town Manager; Linda Painter, Director of Planning and Development; John Carrington, Director of Public Works
Date: February 9, 2015
Re: Scenic Road Alterations, Codfish Falls Road

Subject Matter/Background

Mr. Steven Guyette has proposed the following alterations along Codfish Falls Road as part of a new 3-lot subdivision: removal of two trees (a 15-inch Hemlock located on the east side of the driveway within the Town right-of-way and an 18-inch Hickory located west of the driveway on the subject property) and relocation of a portion of a stone wall and fence located on the abutting property to the west to improve sight-line conditions. As Codfish Falls is a designated scenic road, healthy mature trees cannot be removed and stone walls cannot be altered without approval from the Town Council. Prior to Town Council consideration, the Planning and Zoning Commission is required to hold a public hearing on the request and make a recommendation to the Council. If the Council approves removal of trees, the tree within the Town right-of-way would be posted by the Tree Warden, and if objections were received, a separate public hearing would be held. The abutting property owners, Gus and Mary Lou Bradley, have submitted a letter consenting to the alteration of the stone wall and fence and granting of a sight-line easement under certain conditions.





In reviewing the proposed alterations with the Assistant Town Engineer, he noted that the alterations would improve safety for the existing driveway and should be considered regardless of whether the subdivision is ultimately approved by the Planning and Zoning Commission.

The Planning and Zoning Commission held a public hearing on the proposed alterations on January 20, 2015. On February 3, 2015, the Commission adopted the following motion:

“To communicate to the Town Council that the Planning and Zoning Commission has no objection to the removal of two trees and the relocation of a stone wall and fence as depicted in the Guyette Estates Subdivision Plan dated September 25, 2014 and revised through January 6, 2015 as the proposed alterations will not significantly alter the scenic character of Codfish Falls Road.”

Recommendation

If the Council concurs with the Planning and Zoning Commission's recommendations, the following motion would be in order:

Move, effective February 9, 2015, to authorize the removal of two trees and relocation of a stone wall and fence as depicted on the Guyette Estates Subdivision Plan dated September 25, 2015, revised pursuant to Planning and Zoning Commission conditions as the proposed alterations will not significantly alter the character of the scenic road.

Attachments

- 1) Letter from Gus and Mary Lou Bradley
- 2) Mansfield Code of Ordinances, Chapter 155. Scenic Roads

January 1, 2015

Mansfield Planning and Zoning Commission
South Eagleville Road
Storrs, CT 06268

Dear PZC Members,

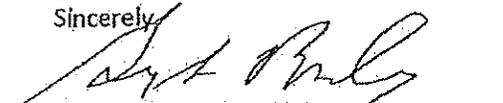
We currently reside at and own the property known as 146 Codfish Falls Road. Our property abuts the property owned by Elaine Guyette known as 140 Codfish Falls Road, which is currently under consideration for subdivision. The subdivision application requires us to agree to the following:

- Sight line easement to be granted in favor of the abutting property. The easement is located at the southeast corner of our property (146 Codfish Falls Road).
- Alteration of the stone wall and fence located at the southeast corner of our property. A portion of the stone wall will be relocated to allow for the required sightline for the proposed common driveway at 140 Codfish Falls Road.

We have reviewed and discussed the subdivision application with Elaine Guyette, specifically the two items above that require our consent. We agree to grant the sight line easement and allow the alteration of the stone wall and fence under the following conditions:

- Prior to the commencement of any work on our property, the Guyette's must show us a plan for the work to be completed.
- All work must be completed by a licensed and insured contractor that we approve of and will be paid for by Elaine Guyette.
- Any and all costs associated with the sightline easement will be paid by Elaine Guyette.

Sincerely,

 1/10/15
Maudlyn Bradley 1/10/15

Guy and Mary Lou Bradley
146 Codfish Falls Road
Storrs, CT 06268

Chapter 155. SCENIC ROADS

[HISTORY: Adopted by the Town Council of the Town of Mansfield 4-10-1995, effective 5-19-1995.
Amendments noted where applicable.]

GENERAL REFERENCES

Parks and recreation areas — See Ch. 137.

Streets and sidewalks — See Ch. 166.

Park rules and regulations — See Ch. A194.

Road permit engineering standards and specifications — See Ch. A195.

§ 155-1. Title.

This chapter shall be known and may be cited as the "Town of Mansfield Scenic Roads Ordinance."

§ 155-2. Legislative authority; criteria.

Pursuant to the provisions of Section 7-149a of the Connecticut General Statutes, the Town of Mansfield shall provide for the designation of town roads ("highways") or portions thereof as scenic roads and shall maintain the scenic nature of highways or portions thereof so designated. To be considered as a scenic road, the highway or portion of the highway to be designated a scenic road shall be free of existing or potential (based on the Mansfield Plan of Development designations for commercial and industrial land uses) intensive commercial development, shall be free of intensive vehicular traffic and shall meet at least one of the following criteria:

- A. It is unpaved.
- B. It is bordered by mature trees or stone walls along a majority of its length.
- C. The traveled portion is no more than twenty (20) feet wide along a majority of its length.
- D. It offers scenic views or vistas such that persons other than residents living on the road routinely walk, drive or ride on this road to experience said views.
- E. It blends naturally into the unique or scenic surrounding terrain, such as ledge outcrops, steep hills, protected forests, wetland areas, etc.
- F. It parallels or crosses over brooks, streams, lakes or ponds that are regarded as scenic as in Subsection D above.

§ 155-3. Designation authority; additional considerations.

The authority to designate a town road ("highway") or any portion of any town road ("highway") as a scenic road pursuant to Section 7-149a of the Connecticut General Statutes is hereby delegated to the

Planning and Zoning Commission of the Town of Mansfield. In addition to the criteria cited in § 155-2, the Planning and Zoning Commission shall consider the nature of vehicular and pedestrian traffic and accident history on the subject road and other roads in the vicinity, the Plan of Development roadway classifications for the subject road and other roads in the vicinity and the overall protection of the public's health and safety. Roads designated as collector or local streets in the Plan of Development are eligible for the scenic road designation. All proposed scenic roads shall be referred to the Mansfield Traffic Authority for a report to be received prior to the public hearing provided for in § 155-5A.

§ 155-4. Application requirements.

Where a town highway or portion thereof is to be considered for designation as a scenic road, a completed application form (to be available in the Planning Office) and applicable portions of the Assessor's maps showing the proposed length of the scenic road and all abutting property owners shall be submitted to the Planning and Zoning Commission. Said application shall include a statement justifying the proposed scenic road designation, a list of the names and addresses of all property owners (based on the current Assessor's records) with frontage abutting the proposed length of scenic road and an area for the abutting property owners to sign the application indicating their approval of the proposed length of scenic road. A public hearing to consider a scenic road designation shall not be held unless the owners of a majority of the frontage abutting the designated portion of the highway have indicated their approval of the scenic road designation.

§ 155-5. Public hearing; voting; appeals.

- A. Where a town highway or portion thereof is to be considered for designation as a scenic road, the Planning and Zoning Commission shall hold a public hearing on the proposal. Hearing notices and deadlines shall be in accordance with the provisions of Section 8-7d of the Connecticut General Statutes. The Planning and Zoning Commission shall have the right to designate an annual deadline or deadlines for the submission of new scenic roads proposals and the right to conduct joint hearings on scenic road proposals. Notification of the public hearing shall be sent by the Planning and Zoning Commission to the Town Council and the owners of lot frontage abutting the portion of the highway which is proposed to be designated as a scenic road.
- B. Following the public hearing, the Planning and Zoning Commission shall vote on the proposed designation pursuant to the procedures set out in Section 8-7d of the Connecticut General Statutes. The designation shall become effective upon such date as the Planning and Zoning Commission shall establish. Any or all of the proposed length of highway may be designated as a scenic road, except that no highway or portion thereof may be so designated as a scenic road unless, in accordance with Section 7-149a of the Connecticut General Statutes, the owners of a majority of the frontage abutting that designated portion of the highway agree to the designation by filing a written statement of approval with the Town Clerk of the Town of Mansfield on or before the date on which the designation is to become effective.
- C. The scenic road designation may be rescinded by the Planning and Zoning Commission using these procedures; also necessary is the written concurrence of the owners of a majority of the road frontage abutting the portion of the highway whose designation as a scenic road is to be rescinded.
- D. Any person aggrieved by a designation of or refusal to designate a highway or portion of a highway as a scenic road by the Planning and Zoning Commission pursuant to this chapter may appeal such designation in the manner and utilizing the same standards of review provided for appeals from the decisions of the Planning and Zoning Commission under Section 8-8 of the Connecticut General Statutes.

§ 155-6. Alterations or improvements.

- A. Except as provided in Subsections C, D and E hereof; any person, corporation and/or town agency may petition the Planning and Zoning Commission to alter or improve a scenic road designated under this chapter, and the Planning and Zoning Commission shall, after public hearing in accordance with § 155-5A above, forward the same with its recommendation thereon to the Town Council for action pursuant to Subsection B hereof. This review process shall constitute compliance with the referral requirements of Section 8-24 of the Connecticut General Statutes.
- B. Any highway which has been designated as a scenic road under this chapter may be altered or improved, including but not limited to widening of the right-of-way or traveled portion of the highway, paving, changing the grade, straightening, removing of stone walls or removing of mature trees, only upon approval by the Town Council by a simple majority if recommended by the Planning and Zoning Commission under Subsection A above or by a two-thirds (2/3) vote if not so recommended. The Council shall record in its minutes the reasons for such approval or denial.
- C. Emergency, routine and minor maintenance on any highway which has been designated as a scenic road under this chapter shall be continued by the town without the necessity of Council vote, review by the Planning and Zoning Commission or public hearing. Such work shall include the removal of dead, diseased, damaged or dangerous trees and branches of trees; trimming of the tree branches that encroach on the traveled portion of the highway below the height needed to allow school buses, emergency vehicles and town road maintenance vehicles to pass; trimming or removal of brush and removal of boulders or other obstacles that encroach on the traveled portion of the road; necessary trimming for utility lines; trimming of brush to enhance and protect scenic views, stone walls and mature trees; correction of drainage problems; striping, graveling, filling, retreatment, including but not limited to overlay paving and chipsealing and repair of existing roadway surfaces; grading; snowplowing; sanding; and emergency repairs to said road in the case of a natural disaster making it impassable or unsafe for public travel.
- D. Alterations or improvements.
- (1) Any highway which has been designated as a scenic road under this chapter may be altered or improved, including but not limited to widening of the right-of-way or traveled portion of the highway, paving, changing the grade, removal of the stone walls, ledge or boulders, installation of drainage facilities, straightening or removal of vegetation, including mature trees, provided that the Planning and Zoning Commission determines that said alterations or improvements are necessary to protect and promote public safety in conjunction with the approval of a new driveway, a new highway or a new subdivision or other land use development that is accessed by the subject scenic road and is under the Planning and Zoning Commission's regulatory jurisdiction. Any alteration or improvement to a scenic road shall not be approved unless a public hearing has been held on the subject project.
- (2) Any alterations or improvements authorized by this section shall be the minimum necessary to address safety issues associated with the new driveway, highway or land use development, and any approved alteration or improvement shall be designed to minimize impacts on the scenic characteristics of the subject scenic road. No alteration or improvement shall be approved by the Planning and Zoning Commission until potential alternative solutions have been considered thoroughly. Stone wall relocations and reconstructions, the planting of new trees, shrubs or flowers, the installation of underground utilities and other mitigating measures may be required by the Planning and Zoning Commission in conjunction with its authorization of alterations or improvements to scenic roads.
- E. Scenic highway designations shall in no way interfere with normal agricultural operations as determined by the Connecticut Commissioner of Agriculture.

§ 155-7. Review of alterations.

Any alterations and improvements of a designated scenic road shall be carried out so as to preserve to the highest degree possible the scenic characteristics of the highway. Any proposed alteration to a scenic road shall be reviewed with due regard to the following parameters:

- A. A thorough review of alternative solutions to minimize impacts on scenic characteristics.
- B. Speed limits. Scenic values often are correlated with lower speeds. Speed limits on scenic roads shall be posted and enforced.
- C. Curves. Scenic values often are correlated with the existence of curves which allow a constant unfolding of new and changing views. Curves shall not be eliminated unless necessary for traffic safety.
- D. Grades. Hills and valleys often are correlated with scenic values. They shall not be destroyed by cuts and fills unless necessary for traffic safety.
- E. Widths. A narrow road often is correlated with scenic beauty. Designated highways should not be widened unless necessary for traffic safety.
- F. Side slopes. Existing steepness of side slopes often is preferable to reduction of gradient by extensive removal of soil and rock. This is especially true where the slope is fully stabilized and where it is rich with existing ground cover, shrubs and trees.
- G. Vistas. vistas of distant landscapes shall be preserved by suitable vegetation management techniques.
- H. Utility lines. Wherever possible, utility lines should be put underground. Where they are overhead, the utility corporations should be encouraged to cooperate by implementing suitable vegetation management techniques which preserve the wildflowers and the shrubs.
- I. Vegetation. Vegetation on the side of the road shall be managed in such a way as to preserve wildflowers, shrubs of ornamental wildlife values and trees. Overarching isolated trees and the canopy of a closed forest can have extremely high scenic value.
- J. Billboards, sand, gravel and salt piles, refuse disposal and other unsightly structures or situations shall be forbidden. Where possible, scenic and preservation easements should be acquired from adjacent owners to ensure the continuance of natural relief, desirable features and scenic and historic values in the public interest.

§ 155-8. Enforcement; penalties for offenses.

This chapter shall be enforced by the Planning and Zoning Commission, acting through its designated enforcement officials. A violation of this chapter shall be an infraction for each day that such violation continues, and such other legal remedies as may be available to the Planning and Zoning Commission. If enforcement is sought through the courts and judgment is rendered for the town, the court, in the event of a willful violation, shall award to the town, as costs, a reasonable attorney's fee.

[1]: *Editor's Note: Amended at time of adoption of Code; see Ch. 1, General Provisions, Art. I.*



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant Town Manager; Pat Schneider, Director of Human Services; Sara Anderson, Parent Education & Early Childhood Services Coordinator
Date: February 9, 2015
Re: Requests of Non-Profit Early Childhood Education Centers

Subject Matter/Background

I have placed this item on the agenda per the Council's request.

As the Town Council will recall, at your January 12, 2015 meeting three local early childhood education centers - the Mansfield Discovery Depot, Willow House and the Community Children's Center - asked the Town to replace operating revenue the centers will lose from the elimination of a subsidy from the University of Connecticut. At time of the request, the UCONN subsidies, which total \$122,000 per year, were due to expire for FY 2014/15. Following a meeting convened by State Representative Gregg Haddad, UCONN has decided to extend the subsidies over two additional years, at a reduced rate. Under this allocation, the subsidy for FY 2015/16 would total two-thirds of the existing award and the subsidy for FY 2016/17 would total one-third of the existing grant.

Some key information concerning the three early childhood centers is as follows:

- Mansfield Discovery Depot (MDD) – the current UCONN subsidy is \$78,750. The MDD is a 501(c)(3) not-for-profit corporation located in a town-owned building. The Town has an operating agreement with the MDD and provides financial management, human resources, information technology, facilities management and grounds maintenance services to the daycare. The MDD purchases employee health insurance from the Town at the full cost of the premium. In addition, the MDD receives \$1,445 per month in school readiness grant monies for two full time slots. The Town administers the state-funded school readiness program.
- Willow House – the current UCONN subsidy is \$23,250. The Town does not have an operating agreement with Willow House, which receives \$1,895 per month in state-funded school readiness monies for two full-time and one part-time slot.

- Community Children's Center (CCC) – the current UCONN subsidy is \$20,000. The Town does not have an operating agreement with the CCC, which receives \$2,345 per month in state-funded school readiness monies for two full-time and two part-time slots.

To assist the Council with its review of this item, I have attached the following information:

- The 01/12/15 request from the early childhood centers and the 01/22/15 communication from the CCC.
- The correspondence from UCONN to State Representative Haddad, conveying the University's decision to extend the subsidies over two additional years, at a reduced rate.
- A copy of the 5-year rolling agreement between the Town and the MDD, as well as a brief history of the MDD and its relationship with the Town.
- A memorandum from our Parent Education & Early Childhood Services Coordinator concerning the Town's school readiness program and the pre-kindergarten services provided by the Mansfield Public Schools. Collectively, expenditures for these programs total \$462,091 for the current year.
- The budget narrative and FY2014/15 expenditures for the Town's grants to area agencies program as well as related application materials. Current expenditures total \$57,050; these grants typically support non-profit agencies serving low-income, elderly, disabled and other populations with special needs.

Letters from members of the community supporting the request from the three early childhood education centers may be found on the Town Council Agenda & Minutes page in the communications section for the January 12 and January 26, 2015 meetings. Links to the meeting agendas may be located at:
<http://www.mansfieldct.gov/content/2076/2532/5540/2465/5410.aspx>.

Other information that I believe would be pertinent to the Town Council's review of this request includes the percentage of Mansfield residents served by the three early childhood centers. The CCC has provided this data and I am confident the other two centers could provide this information also. Additionally, I would recommend that the Council research other comparable council-manager communities in Connecticut to see if those municipalities provide an operating subsidy to local preschool centers.

Furthermore, I would encourage the Town Council to consider this request in the context of the Town's overall operating budget. State aid is critical to Mansfield and we do not know yet what the Governor will propose for next fiscal year. There are many critical issues that the Council will need to review for next year, including staffing levels, employee benefits and infrastructure, to name a few.

The Town Clerk will inform the three early childhood centers that this item will be on Monday night's agenda. Town staff will attend to assist with any questions Council may have.

Attachments

- 1) Nonprofit Early Care and Education Centers, January 12, 2015
- 2) Community Children's Center, January 22, 2015
- 3) University of Connecticut, January 9, 2015
- 4) Agreement Between Town of Mansfield and Mansfield Discovery Depot
- 5) A Short History of the Mansfield Discovery Depot
- 6) S. Anderson re: Summary Information About School Readiness and Public Pre-K
- 7) Grants to Area Agencies



NONPROFIT EARLY CARE AND EDUCATION CENTERS | MANSFIELD, CONNECTICUT

Community Children's Center
797 Mansfield City Road
Storrs-Mansfield, CT 06268

Mansfield Discovery Depot
50 Depot Road
Storrs-Mansfield, CT 06268

Willow House
1208 Stafford Road
Mansfield Depot, CT 06251

January 12, 2015

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

Town Councilors:

This letter requests that the Town Council of the Town of Mansfield (the "Town Council") authorize the Town Manager of the Town of Mansfield (the "Town Manager") to, in consultation with the Director of Human Services of the Town of Mansfield (the "Director of Human Services"), include budget allocations in the Town Manager's 2015-16 draft budget for direct grants to the three private, not-for-profit early childhood education centers in the town of Mansfield, Community Children's Center ("CCC") Mansfield Discovery Depot ("MDD"), Willow House ("WH," and together with CCC and MDD, the "Nonprofit Centers"), to replace the Nonprofit Centers' recent loss of funding from the University of Connecticut ("UConn").

I. Executive Summary

In 2008, UConn entered into a Professional Services Agreement (collectively, the "PSAs") with CCC, WH and, for the benefit of MDD, the Town of Mansfield, pursuant to which UConn provided funds to each of the Nonprofit Centers and, in return, each Nonprofit Center reserved a certain number of enrollment spaces for the children of UConn-affiliated parents. The annual payment by UConn to each of the Nonprofit Centers under each PSA has, since 2008, been as follows:

CCC:	\$20,000 per year
Town of Mansfield for MDD:	\$78,500 per year
WH:	\$23,500 per year

In the spring of 2014, UConn informed the Nonprofit Centers that it would not be renewing the PSAs beyond the 2014-15 fiscal year. The final payments under the PSAs were made in the fall of 2014. In a meeting facilitated by Rep. Gregg Haddad, the Nonprofit Centers met with representatives from the Town of Mansfield and UConn in early November 2014 to discuss the PSAs and their possible continuation. Representatives from the Nonprofit Centers learned at that time that the new (for profit, franchised) center moving into Mansfield informed UConn's decision not to renew the Nonprofit Center PSAs.

| Nonprofit Centers

The Nonprofit Centers provide significant positive benefits to the residents of the Town of Mansfield. The loss of funding under the PSAs will result in severe negative effects on the operations of the Nonprofit Centers. In order to sustain the operations of the Nonprofit Centers, the funds previously provided by UConn under the PSAs need to be replaced.

It is our understanding that authorization from the Town Council is necessary in order for the Town Manager to include in the Town Manager's draft budget for the 2015-16 fiscal year direct grants to the Nonprofit Centers in the amounts previously paid by UConn. Accordingly, we request that you authorize the Town Manager, at the discretion of the Town Manager and in consultation with the Director of Human Services and such other Town Council committees as the Town Manager may deem appropriate, to include in the Town Manager's draft budget for the 2015-16 fiscal year direct grants to the Nonprofit Centers in the amounts previously paid by UConn to the Nonprofit Centers under the PSAs, as a means to ensure level services by the Nonprofit Centers.

The PSAs

In 2002, then-Chancellor John Petersen formed a committee in response to a request from the University Senate and charged the members to "continue to explore options for childcare for our faculty, staff, and students." This committee became known as the "Provost's Childcare Implementation Committee" or "PCIC" and undertook various investigations into the state of "work-life balance" at UConn and child care issues specifically. In August of 2005, the PCIC delivered a report (the "PCIC Report") entitled "Childcare and Work/Life Issues at the University of Connecticut" that identified a need for high-quality, affordable child care among UConn faculty and staff and made recommendations to better meet this need. Recommendations included:

- Increase the availability of part-time and part-week (e.g. two or three days a week) slots. UConn should initiate this through subsidizing such time slots at existing Mansfield facilities so that these facilities can offer part-time and part-week slots without fear of going into the red if the other part of a full-time slot remains empty.
- Subsidize licensed, accredited Mansfield facilities to make sliding scales possible and to make more infant/toddler, part-time and part-week slots available.¹

As a result of these recommendations, UConn and the Nonprofit Centers entered into the PSAs. The PSAs require that each Nonprofit Center reserve a certain number of enrollment spaces for the children of UConn-affiliated parents. In exchange, the Nonprofit Centers receive the following annual funding:

CCC:	\$20,000 per year
Town of Mansfield for MDD:	\$78,500 per year
WH:	\$23,500 per year

In the spring of 2014, UConn informed the Nonprofit Centers that it would not be renewing the PSAs beyond the 2014-15 fiscal year. The final payments to the Nonprofit Centers under the PSAs were made in the fall of 2014.

¹ We note that the need for a large, for-profit day care center was not identified in the PCIC Report: "We did not identify an immediate need to erect a childcare facility on campus, as was suggested five years ago by Bright Horizons. We do however, find a need to maintain and enhance an intricate web of childcare options for faculty, staff, and students, which provide affordable, high-quality childcare. For example, while some families prefer one philosophy and range of services at their childcare facility, others want something entirely different. One size, one childcare facility, does not fit all."

II. *The Value of High Quality, Affordable Early Childhood Education*

High quality, affordable early childhood education is of paramount importance to working families. It directly affects the development of infants and young children. It also directly affects the ability of working parents, particularly women, to access the labor force and achieve professional success.

a. Effects on Children

Preschool programs can have substantial impacts on children's early learning. A recent analysis integrating evaluations of 84 preschool programs concluded that, on average, for each year of preschool, children gain about a third of a year of additional learning across language, reading, and math skills.² In addition, higher-quality preschool programs have larger impacts on children's development while children are enrolled in the program and are more likely to create gains that are sustained after the child leaves preschool.³

High-quality early childhood education is one of many possible ways to support children's development, and it is important to ask whether the benefits from such programs can offset their considerable costs. From a cost-benefit perspective, quality preschool education is a profitable investment. Using data on the long-term life outcomes of program participants and non-participants, assessments of the Perry Preschool program⁴ and the Chicago Child-Parent Centers⁵ both yielded estimates of about 7 to 1 or higher. Other scholars, lacking hard evidence on long-term impacts for program participants and non-participants who have not yet become adults, have made projections by blending evidence on short-term results from the program with evidence on the relationship between short-term results and adult outcomes from other sources. Such efforts have yielded estimates for universal prekindergarten programs (available to children from all income groups) that range from 3 to 1 to 5 to 1.⁶

b. Effects on Working Parents

In the United States, the majority of parents both work. 70.5 percent of mothers are in the labor force, including 64.8 percent of mothers with a child under the age of 6.

² Camilli, G., Vargas, S., Ryan, S., & Barnett, W. S. (2010). Meta-analysis of the effects of early education interventions on cognitive and social development. *The Teachers College Record*, 112, 579-620; Wong, V. C., Cook, T. D., Barnett, W. S., & Jung, K. (2008). An effectiveness-based evaluation of five state prekindergarten programs. *Journal of Policy Analysis and Management*, 27, 122-154.

³ Howes, C., Burchinal, M., Pianta, R., Bryant, D., Early, D., Clifford, R., & Barbarin, O. (2008). Ready to learn? Children's pre-academic achievement in prekindergarten programs. *Early Childhood Research Quarterly*, 23, 27-50.; Mashburn, A. J., Pianta, R. C., Hamre, B. K., Downer, J. T., Barbarin, O. A., Bryant, D., Howes, C. (2008). Measures of classroom quality in prekindergarten and children's development of academic, language, and social skills. *Child Development*, 79, 732-749; Harvard Center on the Developing Child (2007). A science-based framework for early childhood policy. Cambridge, MA: Author; Justice, L., Mashburn, A. J., Pence, K., & Wiggins, A. (2008). Experimental evaluation of a preschool language curriculum: Effects on classroom quality and children's expressive language skills. *Journal of Speech, Language, and Hearing Research*, 51, 1-19; Wasik, B. A., Bond, M. A., & Hindman, A. H. (2006). The effects of a language and literacy intervention on Head Start children and teachers. *Journal of Educational Psychology*, 98, 63-74.

⁴ Heckman, J. J., Moon, S. H., Pinto, R., Savelyev, P. A., & Yavitz, A. (2010). The rate of return to the HighScope Perry Preschool Program. *Journal of Public Economics*, 94, 114-128.

⁵ Reynolds, A.J., Temple, J.A., Robertson, D.L., & Mann, E.A. (2002). Age 21 cost-benefit analysis of the Title I Chicago Child-Parent Centers. *Educational Evaluation and Policy Analysis*, 24, 267-303; Reynolds, A. J. Temple, J. A., White, B., Ou, S., & Robertson, D. L. (2011). Age-26 cost benefit analysis of the Child-Parent Center Early Education Program. *Child Development*, 82, 379-404.

⁶ Bartik, T., Gormley, W.T., & Adelstein, S. (2012). Earnings benefits of Tulsa's Pre-K program for different income groups. *Economics of Education Review*, 31, 1143-61; Karoly, L., & Bigelow, J. (2005). The economics of investing in universal preschool education in California. Santa Monica, CA: RAND Corporation; Southern Education Foundation. (2011).

Women are more likely than men to cut back their work hours or leave work entirely to care for their children. Unfortunately, this puts them at an economic disadvantage in the long run. Leaving the workforce, even for less than a year, can have long-term negative consequences for women's careers and lifetime earnings.

The fact that women are more likely to take time out of the workforce to provide unpaid care for their children is part of the reason why there is a persistent gender wage gap in this country—10.5 percent of the differences in men's and women's earnings can be attributed to labor-force experience.

Access to child care is essential to a woman's ability to participate in the workforce, and a lack of access to child care affects the work-family balance of both women and men. Women, both in Mansfield and across the United States, need to have the ability to make the choices that are best for them and their families in both the short and long term. They are unable to do so without access to high-quality, affordable early childhood education services.

III. *The Nonprofit Centers*

The Nonprofit Centers provide significant positive benefits to the Town of Mansfield. The specific benefits, as well as each center's background, descriptions, and the ramifications of the loss of PSA funding are discussed below.

a. Positive Benefits to the Town of Mansfield

The specific positive benefits that the Nonprofit Centers bring to Mansfield can be especially attributed to their individual commitments to remaining high quality early care and education centers. All three centers have achieved accreditation by the National Association for the Education of Young Children (NAEYC). NAEYC is a widely recognized mark of high quality; accredited centers have met and upheld rigorous standards of best practice in the early childhood field, and have well-prepared children to enter the high quality school system of Mansfield. Additionally, each of the Nonprofit Centers uses the newly developed Connecticut Learning and Development Standards (CT ELDS) in our practice. The CT ELDS are specifically designed to "end" where the Connecticut Common State Standards "begin," which means that children leaving the Nonprofit Centers and entering the Mansfield Public Schools are more likely to have a smooth transition and successful experience.

Additionally, teachers and directors from the all three Nonprofit Centers have been active participants in Town matters through Mansfield Advocates for Children (MAC). In 1998, representatives from the Nonprofit Centers worked to help the Town of Mansfield achieve the School Readiness Grant through the State Department of Education (now known as the Office of Early Childhood). We continue to successfully meet the requirements required by the School Readiness Grant.

The commitment of the Nonprofit Centers to the community of Mansfield extends beyond preparing children for school and working with the Town and State at the administrative level. Each of the Nonprofit Centers is also a catalyst for families to make connections in the community, and become involved in important early childhood initiatives such as full day Kindergarten, literacy programs, and creating a community playground. The Nonprofit Centers serve as communication hubs for relevant notices for young families, and as ambassadors for new families coming to town. We direct families to Town services and, especially for newly immigrated families, the Nonprofit Centers serve as a first touchstone in our town.

These positive benefits are significant in the way that the Nonprofit Centers support and complement each other's efforts on behalf of the greater good of the town. It is also the unique characters of CCC, MDD, and WH that contribute to the livelihood of our town, and each of these organizations will feel

| Nonprofit Centers

loss at the individual organizational level if funds are permanently lost. The following sections detail each center and possible negative ramifications of the loss of funds.

b. Nonprofit Center Details

i. CCC

Background:

Community Children's Center was formed in 1970 by a group of Mansfield women who recognized that there was a growing need for a day care center as an alternative to morning nursery schools and baby sitters. They began fundraising and became incorporated. The Unitarian Fellowship of Storrs was willing to share their building with CCC and, in September of 1970, CCC opened its doors.

CCC had another grand opening, ribbon cutting and all, at its new building on Mansfield City Road in July of 2004. This was after three years of hard work, creative drive, and commitment by cooperative members and community volunteers. We secured our loan through the USDA Rural Development Program, designed our space, and worked together to make it all happen. This was a true labor of love which made CCC's continued existence possible and invited our community to grow even more in strength and number.

CCC has continued to develop along with the field of early care and education, retaining dependable high quality over the years while keeping current with progressive early childhood standards and practices.

Description:

Community Children's Center (CCC) is a non-profit early care and education parent cooperative, accredited by the National Association for the Education of Young Children. We offer a professionally staffed, quality program for children 18 months through five years old.

At CCC children are offered the opportunity to learn about themselves, others, and the world around them in a supportive, friendly, and safe environment. We believe that a child's natural interest in play fuels the exploration and construction of knowledge. Our group sizes are small by design, with teacher: child ratios that are based on the needs of the group. In this way we can get to know the children well and allow the curriculum to grow to their interests. Our curriculum is embedded in our beautiful outdoor space, our organized and reliable classrooms, our varied, open-ended materials, and the presence of professional, supportive, and highly educated teaching staff.

Learning to function in a group, make friends, and meet personal needs through social relationships are fundamental life skills which support development of a positive self-concept and the confidence that goes with it, opening the way for a lifetime of exploration and growth.

Families are also considered to be vital members of the CCC community. Families in all their diversity are respected and valued at CCC; we create opportunities to learn more about the families we serve through a variety of ways, including conversations, meetings and social gatherings.

Strongly committed, highly qualified staff work together to put all these ideas into practice.

Please visit our website for more in-depth information: communitychildrenscenter.org

ii. MDD

Background:

In response to a Mansfield League of Women Voters survey, the *Mansfield Day Care Center* (MDCC) Preschool program was begun in October of 1970 in the First Baptist Church. Originally supported and funded through the State Department of Community Affairs, MDCC felt that the purposes of the center would be better served if the Town was its delegate agency and its space was in a town facility. On May 8th, 1973 the Town Council voted unanimously to become the sponsor of MDCC. Renovations were made to the Storrs Grammar School and on October 1st, 1973 the doors were opened at our new quarters.

Since then the program has moved several times. In 1978 the day care center moved to the Buchanan Center. In 1984 MDCC was moved to space in the Southeast School building and shared the space with EastConn. In the summer of 1988 the program moved to a temporary home in a wing of the Mansfield Middle School. At the same time a committee continued to work towards establishing a permanent home for the program. The University of Connecticut joined the effort and in collaboration with the Town of Mansfield accessed land and funds to build an early childhood building *from the ground up*. Following a town referendum in which support was expressed for the town to apply for bond funds for the project, the committee began working with an architectural firm to design a uniquely beautiful and functional building.

Finally we had our own building in the fall of 1991 and the program's name was officially changed to **Mansfield Discovery Depot (MDD)**. The program expanded to include a small infant/toddler program and more preschool enrollment. In the 1994-95 school year the program began an all-day kindergarten. The program still receives state funding and serves a wide cross section of the community. Currently Mansfield Discovery Depot serves more than 100 families.

Description:

Mansfield Discovery Depot, a model early childhood center, located in rural Mansfield, Connecticut, provides full day educational programs sensitive to families. Accredited by NAEYC and licensed by the State of Connecticut, we are open year round, offering infant and toddler care, preschool classrooms and full-day kindergarten. MDD is a private, non-profit corporation of parents and community members.

At Mansfield Discovery Depot our mission is to help each young child get a strong foundation for learning and growth by responding to their individual needs and interests. We are committed to providing consistent, nurturing care in a warm and predictable environment.

Our ethical responsibility to children and families is to create and maintain safe, healthy settings that foster children's social, emotional, intellectual and physical development while respecting their dignity and their contributions. We will work to establish mutual trust and create partnerships with all families served. We will work collaboratively with families and the community to ensure that children are provided with optimal learning experiences.

Our educational philosophy is that children will develop and learn to see themselves as active explorers and questioners of their environment where they are able to practice the personal and social skills necessary to develop friendships and acquire an attitude of respect for differences among people as well as celebrate cultural and ethnic diversity. Children will develop a love of learning through the language and literacy rich environment of each classroom, learning the art of conversation and how to communicate through speaking, signing, drawing and writing.

Please visit our website for more in-depth information:

mansfieldct.gov/content/1914/5325/default.aspx

| Nonprofit Centers

iii. Willow House

Background:

District 1199 union created a 24 hour child care facility for their health care employees and in 1987 Willow House Preschool opened its doors to the people who worked in the town of Mansfield at Mansfield Training School. As the years continued there became a growing need of children from the community of the town of Mansfield to be served as well as the union. When the union and the Training School vacated the area, Willow House continued its operations for families who worked and lived in the town. In 1998, Willow House became one of the centers that helped the Town of Mansfield achieve the School Readiness Grant through State Department of Education (now known as the Office of Early Childhood). Still today Willow House offers School Readiness to Mansfield residents through this grant and remains flexible based upon the needs of the families. Throughout the years Willow House increased its enrollment and/ or redefined its space in order to meet the needs of the community whether it was to serve more infants and toddlers or children who needed before or after school care. In 2001, Willow House achieved and has maintained the national recognition of the highest quality standards set forth by NAEYC.

Description:

Located in the quiet area just a short distance from UCONN and EASTERN universities, Willow House is a cooperatively run, NAEYC accredited, non-profit organization providing quality care and learning experiences for children as young as six weeks to school age through hands-on activities and instruction. Parents and grandparents wear many hats throughout their day and then step up to wear the hat as a board member at Willow House. Our cooperative structure of a non-profit provides families a voice in the operation of their child care center. Families participate on our Board of Directors and, at times, have to make tough executive decisions in order for Willow House to remain functional and competitive in today's market of early childhood programs. The reason that they have done this over the past 27 years is because they like the homey atmosphere of Willow House. We are a small center with small teacher to child ratios where individual attention is applied every day to every child by teachers who are highly educated in early childhood. We listen to families of their needs and when feasible, we act on it and bring about change so that we continue to meet their needs for their family and the families to come in the future. In the highly competitive field of early childhood our teachers stay for years because of the close-knit environment and town in which they work. The teachers and director have actively contributed on town matters through Mansfield Advocates for Children (MAC) council and have been part of the movement for the successes that the council has brought to the town.

Please visit our website for more in-depth information: willowhousedaycare.homestead.com

c. Ramifications of the Loss of PSA funds

The diversity and vitality in Mansfield's ECE business landscape will suffer with any contraction of services in the Nonprofit Centers. The Town of Mansfield has an opportunity to move proactively to keep the ECE landscape vital and responsive to community needs by investing now in support of diversity and strength in this system.

Our understanding is that the Town Manager is tasked with presenting a level service budget which maintains the high quality of service across sectors. The Nonprofit Centers reach out to the Town in an effort to maintain our current level of high quality and to assist the Town Manager in presenting a true level service budget. The PSA funds have enabled the Nonprofit Centers to maintain quality service through recent difficult financial time, and now each of the Nonprofit Centers risks a severe reduction of service without without the PSA funds.

| Nonprofit Centers

i. CCC

The PSA funds have gotten CCC through some challenging financial times. The past couple of years have been more financially stable for CCC, and - in large part due to the security of having PSA funds - CCC has begun to confidently look forward to initiatives to improve and expand our program. For example, in direct response to community request to increase our age range, we had planned to build a program for children younger than 18 months, and had begun the work to secure funds for this project. Other initiatives, our goal of providing our teachers with worthy, livable wages and our newly created discounted tuition program to name just two, will be severely handicapped absent these funds. The loss of these funds will result in reduction of program space and staffing, discontinuation of our discounted tuition program, significant tuition increases, and stagnation of staff wages.

ii.MDD

Information to be added at a later date.

iii. WH

The financial agreement from the university allowed Willow House to remain solvent as this was a quarter of our budget. The financial agreement provided Willow House an opportunity for families of all income levels to enroll their child for an early childhood experience before Kindergarten. This financial loss is detrimental for the future of Willow House and it would make it difficult for its doors to remain open to families of the town of Mansfield and the families that work here. Without support, the financial burden would then be placed on families. Many families would lose their sliding fee discount, as this would be removed from the budget. All families will incur at minimum a \$15.00 tuition increase per week. Baccalaureate teacher qualifications will falter as many other line items such as employee health care and tuition reimbursement would be removed from the budget. Ultimately, the town of Mansfield could lose a center that has provided its residents for many years a unique option for care of their child.

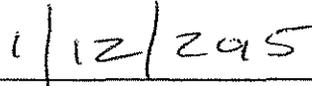
IV. Conclusion

In light of the significant positive benefits that the Nonprofit Centers provide to the Town of Mansfield, and the negative impact on the Nonprofit Centers that would result from the loss of the PSA funds, we request that you authorize the Town Manager, in the discretion of the Town Manager and in consultation with the Director of Human Services and such other Town Council committees as the Town Manager may deem appropriate, to include in the Town Manager's draft budget for the 2015-16 fiscal year direct grants to the Nonprofit Centers in the amounts previously paid by UConn to the Nonprofit Centers.

Respectfully Submitted By:



Lisa Dahn, Executive Director
Community Children's Center



Date

Mary Jane Newman, Executive Director
Mansfield Discovery Depot

Date



Susan Daley, Executive Director
Willow House



Date

| Nonprofit Centers

Community Children's Center
797 Mansfield City Road, Storrs, CT 06268

January 22, 2015

Mansfield Town Council
Audrey Beck Building
4 South Eagleville Rd.
Storrs, CT 06268

Re: Response to Town Councilor Questions Raised at Mansfield Town Council Meeting of January 12, 2015

Town Councilors:

During the Mansfield Town Council Meeting of January 12, 2015, certain members of the Mansfield Town Council (the "Council") expressed requests for additional information regarding the three nonprofit early childhood education centers (the "Nonprofit Centers") in the Town of Mansfield. This letter provides some of this additional information with respect to Community Children's Center, a Connecticut nonprofit nonstock corporation ("CCC").

Percentage of Operating Budget Represented by the UConn PSA

Councilor Kochenburger asked what portion of the operating budget the lost UConn PSA funds represent. Attached please find attached a summary pro forma operating budget showing the operating budget for CCC without the income from the UConn PSA. Income from the UConn PSA represents for approximately 8% of CCC's annual operating budget.

This operating budget summary may also provide Councilor Raymond with some additional information with respect to her request for a "business plan." CCC has an annual budgeting process and a long term planning process which we would be happy to discuss with the Council in executive session.

Percentage of Children that are Mansfield Residents

Councilor Wassmundt asked what percentage of children that are served by the Nonprofit Centers are Mansfield residents. Currently, approximately 65% of the children that attend CCC are Mansfield residents. We believe this percentage is consistent with the historical percentage of the children that attend CCC that are Mansfield residents, which we estimate fluctuates between approximately 65%-75%.

In reviewing our records, we encountered an interesting phenomenon that may be of interest to the Council: the percentage of children that are Mansfield residents when they first enroll at CCC is significantly lower than the percentage of children that are Mansfield residents when they leave CCC. In other words, a significant percentage of parents that enroll their children at CCC that live in other towns move to Mansfield while their children are enrolled at CCC. 24% of our current Mansfield families fall into this category, a figure we believe is consistent with historical performance.

There are many reasons why parents might desire move to Mansfield while their children are enrolled at CCC. One reason may be the positive connections to the Mansfield community that CCC engenders.

Community Children's Center
797 Mansfield City Road, Storrs, CT 06268

Nonprofit Designation

Community Children's Center has held a 501(c)(3) designation from the IRS since 1972. Please see designation letter attached.

If the Council has any additional questions about CCC or our request, along with the other two Nonprofit Centers, for Town funds to replace the lost income previously provided by the UConn PSAs, please feel free to contact me directly.

Sincerely,

Lisa Dahn
Executive Director

Encls.
CCC Summary Pro Forma Operating Budget
IRS 501©3 Determination Letter

Community Children's Center
797 Mansfield City Road, Storrs, CT 06268

Community Children's Center
Loss of UConn PSA - Pro Forma Budget
September 2014-August 2015
Executive Summary

Income

Tuition (includes School Readiness grant)	\$230,664.00
Other	\$9,360.00
Total	\$240,024.00

Expense

Facilities	\$39,494.00
Payroll	\$201,197.00
Insurance	\$6,000.00
Professional Expenses and Fees	\$3,124.00
Supplies	\$2,400.00
Other	\$825.00
Total	\$253,040.00

Net Income (\$13061.00)

Department of the Treasury

District Director

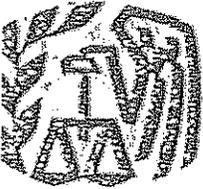
Internal Revenue Service

Date:

SEP 18 1972

In reply refer to:

AU:EO:EB



Community Children's Center
 P.O. Box 108
 Storrs, Connecticut 06268

This determination letter supersedes our letter dated June 29, 1972.

Gentlemen:

Based on information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code.

We have further determined you are not a private foundation within the meaning of section 509(a) of the Code, because you are an organization described in section 170(b)(1)(A)(ii).

You are not liable for social security (FICA) taxes unless you file a waiver exemption certificate as provided in the Federal Insurance Contributions Act. You are not liable for the taxes imposed under the Federal Unemployment Tax Act (FUTA).

Since you are not a private foundation, you are not subject to the excise taxes under Chapter 42 of the Code. However, you are not automatically exempt from other Federal excise taxes.

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes under sections 2055, 2106, and 2522 of the Code.

If your purposes, character, or method of operation is changed, you must let us know so we can consider the effect of the change on your exempt status. Also, you must inform us of all changes in your name or address.

If your gross receipts each year are normally more than \$5,000, you are required to file Form 990, Return of Organization Exempt From Income Tax, by the 15th day of the fifth month after the end of your annual accounting period. The law imposes a penalty of \$10 a day, up to a maximum of \$5,000, for failure to file a return on time.

You are not required to file Federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T. In this letter we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

You need an employer identification number even if you have no employees. If an employer identification number was not entered on your application, a number will be assigned to you and you will be advised of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

Please keep this determination letter in your permanent records.

Sincerely yours,

William E. Williams

January 9, 2015

The Honorable Gregg Haddad
Deputy Majority Leader
Room 4115
Legislative Office Building
Hartford, CT 06106

Dear Representative Haddad,

Thank you again for organizing the meeting with the group of area daycare providers, and others, on November 7 at Mansfield Town Hall. It was very helpful and informative to be able to discuss this issue and the university subsidy with the local providers, in-person.

As you know, for many years the university has been providing direct cash subsidies to three daycare facilities in the town of Mansfield. In exchange, the centers have held open a certain number of spaces for the children of UConn employees.

During the meeting, I noted that this arrangement benefits only about 70 of UConn's 4,500 employees at the Storrs and regional campuses, at a cost of roughly \$125,000 per year.

The providers noted that in addition to holding spaces at their facilities, these funds help reduce the cost of tuition at the centers, not only for the UConn employees, but for others who use the facility who have no connection to the university. It was also noted that there is no "means test" for the UConn employees, meaning a mechanism to set aside the spaces for lower-income employees only.

I also discussed the fact that a new daycare facility will be opening in Mansfield next year, adjacent to campus. This presented the university with important questions to answer with respect to the daycare subsidies. Specifically: should the university offer a subsidy to this new facility, continue to subsidize only its competitors, or end the subsidies all together?

The university determined that it could not identify the additional financial resources necessary to subsidize a fourth daycare facility in town and that it would be unfair to subsidize some daycare facilities in Mansfield – and not others – as this would create an “uneven playing field” among competitors.

Further, the subsidy benefits a very small number of employees – above and beyond the benefits they may receive through relevant collective bargaining agreements – at a significant cost. These funds also subsidize the cost of individuals using the daycare facilities who have no connection to the university.

In a letter sent in summer 2014, the university informed the three area daycare providers that the subsidy program would not be extended beyond summer 2015. This was done in order to give the providers ample time – a year – to prepare for this change.

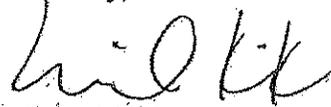
However, following the discussion on Nov. 7, the university examined possible options for addressing some of the concerns raised by the providers, particularly with respect to the subsidies to existing facilities ending at roughly the same time as the new facility opens.

In light of that, and in order to further ease the transition for the local providers, the university will renew the agreements with the facilities at a gradually reduced rate over a two-year period beyond summer 2015, providing approximately two-thirds of the existing subsidy between summer 2015 and summer 2016 and then approximately one-third of the existing subsidy between summer 2016 and summer 2017.

We will be in contact directly with the centers regarding the specific amount of funding. Please know that the university has no relationship or agreement of any kind with the new facility to be located in Storrs Center, nor is it pursuing any kind of agreement.

Again, we hope this will allow for this transition to proceed with greater ease. Thank you again for convening the discussion on Nov. 7 and for your attention to this issue.

Sincerely,



Michael Kirk

CC: Betsy Patterson, Mayor, Mansfield
Matthew Hart, Town Manager, Mansfield
Katrina Spencer, Budget Director, UConn

352 MANSFIELD ROAD, UNIT 104B
STORRS, CT 06269-1048
PHONE 860.486.2337
FAX 860.486.2627

An Equal Opportunity Employer

AGREEMENT BETWEEN TOWN OF MANSFIELD
AND MANSFIELD DISCOVERY DEPOT

This agreement made this 2nd of Jan, 199~~8~~⁷ by and between the Town of Mansfield (hereinafter called the Town) and the Mansfield Discovery Depot (hereinafter called MDD) witnesseth that;

Whereas the Town of Mansfield has for many years supported the concept of child daycare for all of its citizens, and;

Whereas the Town owns a building on Depot Road designed and built for the provision of daycare services, and;

Whereas the Town pursuant to C.G.S. 8-210 receives State financial assistance for the provision of daycare services, and;

Whereas the Town annually receives a grant from the University of Connecticut for the provision of daycare services for families associated with the University and;

Whereas MDD, which prior to July 1, 1992, was known as Mansfield Daycare Center, Inc. has provided child daycare services at Town owned buildings since October 1, 1973.

Now, therefore, in consideration of the promises contained herein, the Town and MDD do hereby agree as follows:

I. The Town of Mansfield agrees to:

1. Provide the building at 50 Depot Road for MDD to use as a child daycare center;
2. Apply annually for a State daycare grant. Said funds to be made available to MDD for the use in operating a child daycare center at the Town facility;
3. Apply annually to the University of Connecticut for a grant to provide child daycare services to University families. Said funds to be made available to MDD for the use in operating a child daycare center at the Town facility;
4. Annually apply for the food reimbursement program from the State Department of Education, said funds to be made available to MDD for use in operating a child daycare center at the Town facility.
5. Provide a full range of building and grounds maintenance services to MDD at costs mutually agreed upon;

6. Provide a full range of financial management services to MDD at costs mutually agreed upon. The Director of Finance shall serve as Treasurer of the MDD.
7. Pay debt service on the building at 50 Depot Road.

II. Mansfield Discovery Depot agrees to:

1. Provide licensed child daycare services in accordance with the regulations of the State Department of Health. One-third of the enrolled slots shall be available to families associated with the University of Connecticut;
2. Assure that any meals provided to children with funding from the State Department of Education are in accordance with the standards of the State Department of Education;
3. Determine its own internal policies and methods of operation, provided that it maintain compliance with all State of Connecticut child daycare regulations and all local health and safety regulations;
4. Carry and maintain the following insurances:
 - a. Property insurance for all of its equipment and building contents.
 - b. General liability in the amount of \$1 million each occurrence and \$2 million aggregate for the furnishing of child daycare activities.

Each year, the MDD shall provide the Town with a Certificate of Insurance stating the above coverages are in effect and the Town of Mansfield is an additionally insured party. The MDD agrees to hold the Town of Mansfield harmless.

5. Keep all assets purchased with Town funds free from any adverse lien, levy, security interest, attachment or encumbrance and in good working order. MDD agrees not to sell, transfer or dispose of any personal property with a value in excess of Five Thousand Dollars (\$5,000) without prior consent of the Town Manager.
6. Annually adopt a balanced budget wherein total revenues are anticipated to be equal to or greater than total expenditures. Supplemental appropriations in excess of Ten Thousand Dollars (\$10,000) that must be paid for by the use of fund balance must be approved by consecutive actions of the MDD Board of Directors and the Town Council.

In the event that MDD dissolves, ceases to operate, commences any proceeding under bankruptcy or insolvency laws or fails to provide child daycare services to the Town, the Town reserves the right to take title to the assets of MDD including all equipment.

MDD's Board of Directors will at all times include (as a member of the Daycare Board) up to two members appointed by the Town Council.

The term of this agreement shall commence as of the date first mentioned above, and shall terminate on the 5th anniversary of such date, provided, however, that the term of this agreement shall be automatically extended for a period of five years at each such 5th anniversary, unless either party hereto shall give written notice of its intent to terminate this agreement not less than 90 days prior to such 5th anniversary date.

In witness whereof, we have hereunto set our hand and seal this 2nd day of JAN in the year nineteen hundred and ninety ~~six~~ SEVEN

Virginia K. Malik
Witness

Robyn Hermes
for the Mansfield Discovery Depot

Jeffrey H. L...
Witness

Martin H. Belina
for the Town of Mansfield

A Short History of the Mansfield Discovery Depot

In 1969 the Mansfield League of women Voters conducted a survey of social service needs. The need for day care services was identified in the results. Planning for the service was a cooperative effort of the League, the Mansfield Community Counsel and the Community Development Action Plan. The day care center was a recommended service in their final report of 1971.

The Preschool program was begun in October of 1970 in the First Baptist Church at the intersection of RT 195 and Spring Hill Road. It was supported and funded through the State Department of Community Affairs and within three years was serving 26 children. The stated mission of the center, in line with funding from the state, was to serve children "disadvantaged by reasons of economic, social or environmental conditions." The center's funding was received through the Windham Area Community Action Program (WACAP).

The relationship with WACAP was less than satisfactory and MDCC felt that the purposes of the center would be better served if the Town were its delegate agency and its space was in a town facility. In the summer of 1972 the Town Council established a committee that would explore in detail the Town's concerns, and the responsibilities involved, if the center were to relocate to a Town building. This committee included members of the Town Council, Social Services, the Board of Education and the MDCC staff and parents. Following the work of this committee and a public hearing, on May 8, 1973 the Town Council voted unanimously to become the sponsor of MDCC. Renovations were begun on the Storrs Grammar School, at the Town of Mansfield's expense, and on October 1, 1973 the doors were opened at the new quarters with 26 children enrolled and expanded space to meet the needs of up to 45 children.

In 1978 the Town of Mansfield authorized a bond to pay for renovations at Storrs Grammar School, which would turn the building into the present municipal building. The day care center needed to move! Space was located in the Buchanan Center, which was then housing the finance department and the board of education. On December 4, 1978 this new home was opened. To meet the funding requirements of a hot lunch program, meals were catered from the Southeast Elementary School.

Again the site turned out to be a temporary home. In 1984 MDCC was moved to space in the Southeast School, which was no longer being used as an elementary school. The school was shared with Eastconn, which ran a large program for children with special needs. The staff of MDCC collaborated with the staff of Eastconn to run some unique cooperative programs that benefited the children in

both programs. Only a few years later, it was determined that Southeast would be reopened as an elementary school and the day care again needed to move on.

A committee went to work looking for suitable sites in town. None were readily available. A temporary home in the Middle School was negotiated and the staff again packed boxes. In the summer of 1988 the program moved to a wing of the Middle School. At the same time a committee continued to work towards establishing a permanent home for the program. The University of Connecticut determined that their own need for day care was acute. They joined the effort and in collaboration with the Town of Mansfield accessed land and funds to build an early childhood building from the ground up. Following a town referendum in which support was expressed for the town to apply for bond funds for the project, the committee began working with Jim Vance and Associates, an architectural firm in Hartford, to design a uniquely beautiful and functional building. It was opened in the fall of 1991 and the Program's name was officially changed to Mansfield Discovery Depot. With the move in 1991, the program expanded once again to include a small infant/toddler program and more preschool enrollment. In the 1994-95 school year the program began an all day kindergarten in response to many requests from parents. The program still receives state funding and serves a wide cross section of the community. As we began the 5th program year in this building we were serving 80 children with a staff of 24 people.

The center is a healthy organization largely due to the unique relationships among various entities that support it. The Town of Mansfield owns the building at 50 Depot Road. The center contracts with the Town for grounds work and maintenance. In addition, the Town has provided ongoing in-kind services in terms of staff support, financial services, and access to group insurance rates. We receive the benefit of the expertise of the employees of the Town on a formal informal basis. The university has a purchase of service agreement with the Town/Center. In exchange for one-third of the enrolled slots being connected to Uconn, the university gives the center a cash payment yearly in July. The State of Connecticut provides support for low income families with infant/toddler, preschool and kindergarten children who attend the center. As of September 1995 this support is still in the form of a grant with wide eligibility criteria. The program itself is a non-profit with a Board of Directors as the body which sets policy and hires the Director of the center.

TO: MATT W. HART, MANSFIELD TOWN MANAGER
FROM: SARA D. ANDERSON
SUBJECT: SUMMARY INFORMATION ABOUT SCHOOL READINESS AND PUBLIC PRE-K
DATE: FEBRUARY 5, 2015
CC: PAT SCHNEIDER, RACHEL LECLERC

School Readiness Summary

School Readiness is “a state-funded initiative administered by the [Office of Early Childhood] that develops a network of school readiness programs to:

- Provide open access for children to quality programs that promote the health and safety of children and prepare them for formal schooling;
- Provide opportunities for parents to choose among affordable and accredited programs;
- Encourage coordination and cooperation among programs and prevent the duplication of services;
- Recognize the specific service needs and unique resources available to particular municipalities and provide flexibility in the implementation of programs;
- Prevent or minimize the potential for developmental delay in children prior to their reaching the age of five;
- Enhance federally funded school readiness programs;
- Strengthen the family through: (A) Encouragement of parental involvement in a child's development and education; and (B) enhancement of a family's capacity to meet the special needs of the children, including children with disabilities;
- Reduce educational costs by decreasing the need for special education services for school age children and to avoid grade repetition;
- Assure that children with disabilities are integrated into programs available to children who are not disabled; and
- Improve the availability and quality of school readiness programs and their coordination with the services of child care providers.”

(Overview of the School Readiness Program [PDF]

<http://www.ct.gov/oec/lib/oec/earlycare/sr/sroverview.pdf>)

The four participating programs are paid a set fee per month for a full day/full year slot (\$722.50), a school day/school year slot (\$600), or a part day/part year slot (\$450.00). All programs must charge parent fees, based on the DSS School Readiness Sliding Fee Scale, and/or use the child-care subsidy certificates from the Care4Kids program.

Mansfield receives a total of \$115,111 in School Readiness funds. It is broken down as follows:

- \$106,020 for slots
- \$5,301 for administration
- \$3,790 for quality enhancement

The slots are assigned as follows:

- Willow House – 1 part day/part year, 2 full day/full year
- UConn Child Development Labs – 1 part day/part year, 6 school day/school year
- Community Children’s Center – 2 part day/part year, 2 full day/full year
- Mansfield Discovery Depot – 2 full day/full year

There are currently seven children on the waiting list who are at least 3 years of age.

Brief Summary of Pre-Kindergarten Offered by Mansfield Public Schools

There are half-day, National Association for the Education of Young Children (NAEYC) accredited Pre-K programs at each of the district’s three elementary schools, with one morning class and one afternoon class. There are currently 83 children enrolled. The breakdown is as follows:

- Goodwin – 16 morning children, 13 afternoon children
- Southeast – 11 morning children, 12 afternoon children
- Vinton – 15 morning children, 16 afternoon children

Children in these programs have access to all special services provided by the Mansfield Public Schools. Transportation is also provided, and placement in the morning or afternoon class is determined by the transportation needs of each child.

The 2014-15 Adjusted Budget for the Pre-K program is as follows:

Classroom Instruction	\$224,850
Preschool Grant Deduction	-\$15,560
Instructional Assistants	\$115,190
Instructional Supplies	\$6,000
Food	\$15,000
Field Trips	\$1,500
TOTAL	*\$346,980

(*transportation costs are not included)

GRANTS TO AREA AGENCIES - 45000

As part of its operating budget, the Town traditionally makes financial contributions to various non-profit agencies that serve Mansfield residents. Staff and the Human Services Advisory Committee evaluate the requests that the Town receives from various social service agencies in the region.

COMMUNITY COMPANIONS & HOMEMAKERS. Provides in-home services to elderly and disabled residents in twelve-town area.

CONNECTICUT LEGAL SERVICES. Provides free civil legal services to low income persons.

HOLY FAMILY HOME & SHELTER. Helps support emergency shelter program for homeless families in Region.

MEALS ON WHEELS (TVCCA). Provides and delivers meals on a regular basis to homebound Mansfield residents.

NORTHEAST COMMUNITIES AGAINST SUBSTANCE ABUSE (NECASA). Coordinates and advocates for substance abuse programs and services in northeastern Connecticut.

PERCEPTION PROGRAMS. Provides substance abuse and mental health services.

SECTION 8 HOUSING. Provides housing assistance.

SEXUAL ASSAULT CRISIS CENTER. Offers counseling and related services to victims of domestic violence and sexual assault.

UNITED SERVICES, INC. Offers a wide range of mental health services, including counseling, therapy and 24-hour emergency service to adults and children in 21 northeastern Connecticut towns.

VETERANS' SERVICES. Assists Veterans with information and access to veteran's benefits.

WINDHAM AREA INTERFAITH MINISTRIES (WAIM). Provides free redistribution of clothing, household goods, and furniture to people who need them. Also assists with the provision of energy assistance and funds to prevent homelessness.

WINDHAM AREA NO FREEZE PROJECT. Provides emergency shelter for homeless people.

Town of Mansfield
 Department: Grants to Area Agencies - 45000

Description	FY 12/13 Actual	FY 13/14 Adopted	FY 13/14 Amended	FY 13/14 Estimated	FY 14/15 Adopted
Agencies:					
Comm Companion & Homemaker	4,000	4,000	4,000	4,000	4,000
CT Legal Services	5,000	6,000	6,000	6,000	6,500
Holy Family Shelter	3,000	3,000	3,000	3,000	3,000
Meals On Wheels	2,700	2,700	2,700	2,700	2,350
NECASA	800	800	800	800	800
Perception Programs	500	1,000	1,000	1,000	1,400
Section 8 Housing					12,000
Sexual Assault Crisis Services	4,000	4,000	4,000	4,000	4,500
United Services, Inc	8,000	8,000	8,000	8,000	8,000
Veterans' Services	10,000	10,000	10,000	10,000	10,000
Windham Area Interfaith Minist	2,500	2,500	2,500	2,500	3,000
Windham Area No Freeze Project	1,200	1,200	1,200	1,200	1,500
TOTAL EXPENDITURES	41,700	43,200	43,200	43,200	57,050

TOWN OF MANSFIELD
DEPARTMENT OF HUMAN SERVICES



AUDREY P. BECK BUILDING
4 SOUTH EAGLEVILLE ROAD
MANSFIELD, CT 06268-2599
Tel: (860) 429-3314
Fax: (860) 429-7785
E-Mail: humanserv@mansfieldct.org

December 10, 2014

Re: FY2015/2016 Agency Grant Application

To:

The Town of Mansfield has officially begun the FY 2015/16 budget process. As part of the process, the Town has formalized its procedure for contributory grant applications. A contributory grant application is enclosed. If you would like an electronic copy for your convenience, please e-mail me at the below address. In order to be considered for contributory grant funding, your agency must be a non-profit human service organization that services Mansfield clients. **Hard copy requests with all required documentation must be submitted by 4:00 p.m. on January 12, 2015 to:**

Pat Schneider, Director of Human Services
Mansfield Human Services Department
4 South Eagleville Road
Mansfield, CT 06238-2599

Please be sure to include the following required attachments:

1. 2015-2016 Agency Grant Application (enclosed)
2. List of Board of Directors
3. Most recent annual report
4. Most recent financial audit
5. Current organizational Budget Summary identifying revenues, highlighting all municipal funding.
6. IRS 501 (c)(3) ruling letter.

Reapplication is required annually and, after review, recommendations for funding will be presented during the annual budget process. Applicant agencies may receive full funding, partial funding or no funding based on the outcome of the review and the Town's budget process.

If you have any questions or concerns do not hesitate to contact me.

Sincerely,

Patricia R. Schneider, L.C.S.W.
Director of Human Services
(860) 429-3314
patricia.schneider@mansfieldct.org

**Town of Mansfield
FY 2015-16 Agency Grant Application**

APPLICATION FOR FUNDS

The Town of Mansfield has developed a standard application for completion by non-profit, social services agencies requesting funds from the Town. This application is for funding for fiscal year during the period July 1, 2015 - June 30, 2016. Completed applications with all supporting documentation must be received by the Department of Human Services by *4:00 pm on January 12, 2015*.

New Application Renewal
 Amount Received in FY 2014-15 \$ _____

Agency: _____

Address: _____

Prepared by: _____ Title: _____

e-mail: _____ Telephone # _____

_____ Amount Requested from the Town of Mansfield

Specify how the monies requested will be expended:

If the amount being requested represents an increase from current FY funding, list justification for additional monies:

Total Annual Agency Budget: _____

Income Source	Amount

Contributions from other Towns and dollar amounts you received last FY:

Town	Funding Requested	Funding Received

Provide a brief description of your agency, the services it provides, and the characteristics of the recipients of your program(s).

Target Population (please check categories):

- | | |
|--|---|
| <input type="checkbox"/> Children (0-12) | <input type="checkbox"/> Single Adult (18 – 60) |
| <input type="checkbox"/> Youth (12-18) | <input type="checkbox"/> Seniors (60+) |
| <input type="checkbox"/> Families (2+ per household) | <input type="checkbox"/> Disabled (any age) |

PLEASE COMPLETE THE FOLLOWING TABLES FOR EACH "SERVICE TYPE" THAT WILL BE PROVIDED USING THESE FUNDS. MAKE ADDITIONAL COPIES IF NECESSARY.

SERVICE/PROGRAM	Last Fiscal Year	Current Fiscal Year	Projected Next Fiscal Year
Total # of Clients Served			
# of Mansfield Clients			
Total # of Mansfield Contacts			
Average Time spent per Client			
Cost per Client/ Unit of Service			

SERVICE/PROGRAM	Last Fiscal Year	Current Fiscal Year	Projected Next Fiscal Year
Total # of Clients Served			
# of Mansfield Clients			
Total # of Mansfield Contacts			
Average Time spent per Client			
Cost per Client/ Unit of Service			

Are any of these services funded through client fees, donations, other agency contracts (DSS, DCF, DMHAS), grant funds or private insurance? Yes No

If so, what is the justification for requesting Town funds? _____

Tax status: Agency is a non-profit 501(c)(3) other _____

Other Required documentation that must be attached:

1. List of Board of Directors
2. Most recent annual report
3. Most recent financial audit
4. Agency Mission Statement
5. Current organizational Budget Summary identifying revenues, highlighting all municipal funding.
6. Copy of the IRS 501(c)(3) ruling letter

Required Signatures:

Board Chair: _____

Date: _____

Executive Director: _____

Date: _____

Submit to: Town of Mansfield
 Department of Human Services
 4 South Eagleville Road
 Mansfield, CT 06268-2599

PAGE
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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; Cherie Trahan, Director of Finance; Irene Luciano, Assessor
Date: February 9, 2015
Re: Property Tax Exemption for Disabled Veterans

Subject Matter/Background

Attached please find proposed amendments to Chapter 173 of the Mansfield Code of Ordinances, providing certain property tax exemptions to veterans.

The first proposed amendment would fall under Section 173-33(B)(1) and would codify the Town's long-standing practice of providing an additional exemption not to exceed \$2,000 for veterans who qualify for the program under Connecticut General Statutes §12-81.

The second proposed amendment would enable the Town to offer the additional property exemption for 100% disabled veterans, pursuant to Public Act 13-224. At the October 27, 2014 meeting, the Town Council expressed its interest in providing this particular benefit.

Public Act 13-224, An Act Establishing a Municipal Option to Provide an Additional Property Tax Exemption for One Hundred Per Cent Disabled Veterans, allows a municipality to increase the existing property tax exemption for 100% disabled veterans with limited income from two to three times the veteran's base exemption of \$12,000. In order to qualify for this benefit, the applicant's adjusted gross annual income cannot exceed \$21,000 for married persons or \$18,000 for non-married persons.

Unlike most other exemptions, the state would reimburse the municipality for both the existing exemption and any additional exemption (two or three times the base) adopted by the town. If Mansfield were to adopt the additional benefit, the local exemption would be \$24,000 (double) or \$36,000 (triple), which would amount to a reduction in taxes of \$670.80 (24,000 X .02795) or \$1,006.20 (36,000 X .02795) at the current mill rate of 27.95 mills. This would be in addition to the unreimbursed \$6,000 regular (no income requirement) exemption for 75-100% disabled veterans.

Financial Impact

According to our Assessor, Mansfield does not at present have any low-income 100% disabled veterans claiming the base exemption. We do have four veterans claiming the low income disabled exemption for persons over 65 years old and four veterans claiming the 75-100% VA Disabled Veterans exemption. The exemptions for these two categories are \$12,000 and \$6,000 respectively.

Legal Review

The Town Attorney has approved the form of the proposed amendments to the ordinance.

Recommendations

Staff recommends that the Town Council schedule a public hearing to solicit public comment regarding the proposed amendments to Sections 173-31 and 173-33 of the Town of Mansfield Code of Ordinances.

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

Move, effective February 9, 2015, to schedule a public hearing for 7:30 PM at the Town Council's regular meeting on February 23, 2015, to solicit public comment regarding the proposed amendments to Sections 173-31 and 173-33 of the Town of Mansfield Code of Ordinances.

Attachments

- 1) Proposed amendments to Chapter 173 (black-line & clean copy)
- 2) Connecticut Public Act 13-224
- 3) Excerpts from CGS Section 12-81

CHAPTER 173: TAXATION

Article VI: Disabled, Blind Persons, and Veterans Exemptions

[Adopted 3-11-1996, effective 4-8-1996]

§ 173-31. Title.

This article shall be known and may be cited as "Municipal Option Ordinance - Totally Disabled, Legally Blind, and Veterans."

§173-33 Veterans.

- A. Any veteran who served in the Army, Navy, Marine Corps, Coast Guard or Air Force of the United States and has received financial assistance for specially adapted housing under the provisions of Section 801 of Title 38 of the United States Code and has applied such assistance toward the acquisition of such dwelling house shall be entitled to full exemption from property tax on said dwelling house and on the lot on which it is erected pursuant to Section 12-81(21)(c) of the C.G.S. Such exemption shall take effect upon qualification as determined by the Assessor and shall terminate at such time as the veteran ceases to make such house his or her principal residence or ceases to maintain an ownership interest therein.
- B. Pursuant to the authority granted under C.G.S. 12-81f:
 - (1) Any veteran entitled to an exemption from property tax in accordance with subdivision (19) of section C.G.S. 12-81, and any veteran's surviving spouse entitled to an exemption from property tax in accordance with subdivision (22) of section C.G.S. 12-81, shall be entitled to an additional exemption applicable to the assessed value of property up to the amount of two thousand dollars (\$2,000.00), provided such veteran's qualifying income does not exceed the applicable maximum amount as provided under section 12-811. Pursuant to section 12-811, these limits are the same as those applicable to the state reimbursed property tax relief program for elderly and totally disabled homeowners, except that veterans' disability payments do not count as income.
 - (2) Any such veteran or spouse submitting a claim for such additional exemption shall file an application on a form prepared for such purpose by the assessor, not later than the assessment date with respect to which such additional exemption is claimed, provided when an applicant has filed for such exemption and received approval for the first time, such applicant shall file for such exemption biennially thereafter, subject to the provisions of subsection (3) of section C below.
- C. Pursuant to the authority granted under C.G.S. 12-81g and Public Act 13-224:

- (1) Effective for the assessment year commencing October 1, 2015, and each assessment year thereafter, any person entitled to an exemption from property tax in accordance with subdivision (20) of section C.G.S. 12-81, reflecting any increase made pursuant to the provisions of section C.G.S. 12-62g, who has a disability rating of one hundred per cent (100%), as determined by the United States Department of Veterans Affairs, shall be entitled to an additional exemption from such tax in an amount equal to three times the amount of the exemption provided for such person pursuant to subdivision (20) of section C.G.S. 12-81, provided such person's total adjusted gross income as determined for purposes of the federal income tax, plus any other income not included in such adjusted income, excluding veterans' disability payments, individually if unmarried, or jointly with spouse if married, during the calendar year ending immediately preceding the filing of a claim for any such exemption, is not more than twenty-one thousand dollars (\$21,000.00) if such person is married or not more than eighteen thousand dollars (\$18,000.00) if such person is not married.
- (2) Any claimant who, for purposes of obtaining an exemption under subsection (1) of this section, willfully fails to disclose all matters related thereto or with intent to defraud makes any false statement shall forfeit the right to claim such additional veteran's exemption.
- (3) Any person who has submitted an application and been approved in any year for the additional exemption under subsection (1) of this section shall, in the year immediately following approval, be presumed to be qualified for such exemption. If, in the year immediately following approval, such person has qualifying income in excess of the maximum allowed under subsection (1) of this section, such person shall notify the assessor on or before the next filing date for such exemption and shall be denied such additional exemption for the assessment year immediately following and for any subsequent year until such person has reapplied and again qualified for such exemption. Any person who fails to notify the assessor of such disqualification shall make payment to the Town in the amount of property tax loss related to the exemption improperly taken. Not more than thirty days (30) after discovering such person's ineligibility for the exemption, the assessor shall send written notification of such person's identity to the Secretary of the Office of Policy and Management.
- (4) This section shall apply to the grand list of October 1, 2015 for payment of taxes due July 1, 2016 and to subsequent years.

CHAPTER 173: TAXATION

Article VI: Disabled, and Blind Persons, and Veterans Exemptions

[Adopted 3-11-1996, effective 4-8-1996]

§ 173-31. Title.

This article shall be known and may be cited as "Municipal Option Ordinance - Totally Disabled, and Legally Blind, and Veterans."

§173-33 Veterans.

A. Any veteran who served in the Army, Navy, Marine Corps, Coast Guard or Air Force of the United States and has received financial assistance for specially adapted housing under the provisions of Section 801 of Title 38 of the United States Code and has applied such assistance toward the acquisition of such dwelling house shall be entitled to full exemption from property tax on said dwelling house and on the lot on which it is erected pursuant to Section 12-81(21)(c) of the C.G.S. Such exemption shall take effect upon qualification as determined by the Assessor and shall terminate at such time as the veteran ceases to make such house his or her principal residence or ceases to maintain an ownership interest therein.

B. Pursuant to the authority granted under C.G.S. 12-81f:

(1) Any veteran entitled to an exemption from property tax in accordance with subdivision (19) of section C.G.S. 12-81, and any veteran's surviving spouse entitled to an exemption from property tax in accordance with subdivision (22) of section C.G.S. 12-81, shall be entitled to an additional exemption applicable to the assessed value of property up to the amount of two thousand dollars (\$2,000.00), provided such veteran's qualifying income does not exceed the applicable maximum amount as provided under section 12-81. Pursuant to section 12-81, these limits are the same as those applicable to the state reimbursed property tax relief program for elderly and totally disabled homeowners, except that veterans' disability payments do not count as income.

(2) Any such veteran or spouse submitting a claim for such additional exemption shall file an application on a form prepared for such purpose by the assessor, not later than the assessment date with respect to which such additional exemption is claimed, provided when an applicant has filed for such exemption and received approval for the first time, such applicant shall file for such exemption biennially thereafter, subject to the provisions of subsection (3) of section C below.

C. Pursuant to the authority granted under C.G.S. 12-81g and Public Act 13-224:

- (1) Effective for the assessment year commencing October 1, 2015, and each assessment year thereafter, any person entitled to an exemption from property tax in accordance with subdivision (20) of section C.G.S. 12-81, reflecting any increase made pursuant to the provisions of section C.G.S. 12-62g, who has a disability rating of one hundred per cent (100%), as determined by the United States Department of Veterans Affairs, shall be entitled to an additional exemption from such tax in an amount equal to three times the amount of the exemption provided for such person pursuant to subdivision (20) of section C.G.S. 12-81, provided such person's total adjusted gross income as determined for purposes of the federal income tax, plus any other income not included in such adjusted income, excluding veterans' disability payments, individually if unmarried, or jointly with spouse if married, during the calendar year ending immediately preceding the filing of a claim for any such exemption, is not more than twenty-one thousand dollars (\$21,000.00) if such person is married or not more than eighteen thousand dollars (\$18,000.00) if such person is not married.
- (2) Any claimant who, for purposes of obtaining an exemption under subsection (1) of this section, willfully fails to disclose all matters related thereto or with intent to defraud makes any false statement shall forfeit the right to claim such additional veteran's exemption.
- (3) Any person who has submitted an application and been approved in any year for the additional exemption under subsection (1) of this section shall, in the year immediately following approval, be presumed to be qualified for such exemption. If, in the year immediately following approval, such person has qualifying income in excess of the maximum allowed under subsection (1) of this section, such person shall notify the assessor on or before the next filing date for such exemption and shall be denied such additional exemption for the assessment year immediately following and for any subsequent year until such person has reapplied and again qualified for such exemption. Any person who fails to notify the assessor of such disqualification shall make payment to the Town in the amount of property tax loss related to the exemption improperly taken. Not more than thirty days (30) after discovering such person's ineligibility for the exemption, the assessor shall send written notification of such person's identity to the Secretary of the Office of Policy and Management.
- (4) This section shall apply to the grand list of October 1, 2015 for payment of taxes due July 1, 2016 and to subsequent years.

Substitute Senate Bill No. 383

Public Act No. 13-224

AN ACT ESTABLISHING A MUNICIPAL OPTION TO PROVIDE AN ADDITIONAL PROPERTY TAX EXEMPTION FOR ONE HUNDRED PER CENT DISABLED VETERANS.

Be it enacted by the Senate and House of Representatives in General Assembly convened:

Section 1. Section 12-81g of the general statutes is repealed and the following is substituted in lieu thereof (*Effective October 1, 2013, and applicable to assessment years commencing on and after said date*):

(a) Effective for the assessment year commencing October 1, 1985, and each assessment year thereafter, any person entitled to an exemption from property tax in accordance with subdivision (19), (20), (21), (22), (23), (24), (25) or (26) of section 12-81, reflecting any increase made pursuant to the provisions of section 12-62g, shall be entitled to an additional exemption from such tax in an amount equal to twice the amount of the exemption provided for such person pursuant to any such subdivision, provided such person's qualifying income does not exceed the applicable maximum amount as provided under section 12-81l, except that if such person has a disability rating of one hundred per cent as determined by the [Veterans' Administration of the] United States Department of Veterans Affairs, the total of such adjusted gross income, individually, if unmarried, or jointly, if married, in the calendar year ending immediately preceding the assessment date with respect to which such additional exemption is allowed, is not more than twenty-one thousand dollars if such person is married or not more than eighteen thousand dollars if such person is not married. [Any claimant who, for the purpose of obtaining an exemption under this section, wilfully fails to disclose all matters related thereto or with intent to defraud makes any false statement shall forfeit the right to claim such additional veteran's exemption.]

(b) (1) Effective for the assessment year commencing October 1, 2013, and each assessment year thereafter, any municipality may, upon approval by its legislative body or, in any town in which the legislative body is a town meeting, by the board of selectmen, provide that, in lieu of the additional exemption prescribed under subsection (a) of this section, any person entitled to an exemption from property tax in accordance with subdivision (20) of section 12-81, reflecting any increase made pursuant to the provisions of section 12-62g, who has a disability rating of one hundred per cent, as determined by the United States Department of Veterans Affairs, shall be entitled to an additional exemption from such tax in an amount equal to three times the amount of

the exemption provided for such person pursuant to subdivision (20) of section 12-81, provided such person's total adjusted gross income as determined for purposes of the federal income tax, plus any other income not included in such adjusted income, excluding veterans' disability payments, individually if unmarried, or jointly with spouse if married, during the calendar year ending immediately preceding the filing of a claim for any such exemption, is not more than twenty-one thousand dollars if such person is married or not more than eighteen thousand dollars if such person is not married.

(2) The provisions of this subsection shall not limit the applicability of the provisions of subsection (a) of this section for persons not eligible for the property tax exemption provided by this subsection.

(c) Any claimant who, for purposes of obtaining an exemption under this section, wilfully fails to disclose all matters related thereto or with intent to defraud makes any false statement shall forfeit the right to claim such additional veteran's exemption.

[(b)] (d) Effective for the assessment year commencing October 1, 1986, and each assessment year thereafter, any person entitled to an exemption from property tax in accordance with subdivision (19), (20), (21), (22), (23), (24), (25) or (26) of section 12-81, reflecting any increase made pursuant to the provisions of section 12-62g, and who is not receiving or is not eligible to receive the additional exemption under subsection (a) or (b) of this section, shall be entitled to an additional exemption from such tax in an amount equal to one-half of the amount of the exemption provided for such person pursuant to any such subdivision.

[(c)] (e) The state shall reimburse each town, city, borough, consolidated town and city and consolidated town and borough by the last day of each calendar year in which exemptions were granted to the extent of the revenue loss represented by the additional exemptions provided for in [subsection (a)] subsections (a) and (b) of this section. The Secretary of the Office of Policy and Management shall review each claim for such revenue loss as provided in section 12-120b. Any claimant aggrieved by the results of the secretary's review shall have the rights of appeal as set forth in section 12-120b. In the fiscal year commencing July 1, 2003, and in each fiscal year thereafter, the amount payable to each municipality in accordance with this section shall be reduced proportionately in the event that the total amount payable to all municipalities exceeds the amount appropriated.

[(d)] The Secretary of the Office of Policy and Management shall adopt regulations, in accordance with the provisions of chapter 54, establishing: (1) A procedure under which a municipality shall determine eligibility for the additional exemption under subsection (a) of this section, provided such procedure shall include a provision that when an applicant has filed for such exemption and received approval for the first time, such

applicant shall be required to file for such exemption biennially thereafter, subject to the provisions of subsection (e) of this section; (2) the manner in which a municipality shall apply for reimbursement from the state for the revenue loss represented by the additional exemptions provided for in subsections (a) and (b) of this section, which shall provide a penalty for late filing of such application for reimbursement of two hundred fifty dollars but shall also provide that the secretary may waive such forfeiture in accordance with procedures and standards contained in such regulations; and (3) the manner in which the Office of Policy and Management may audit and make adjustments to applications for reimbursement from municipalities for a period of not more than one year next succeeding the deadline for such application.]

[(e)] (f) Any person who has submitted application and been approved in any year for the additional exemption under subsection (a) or (b) of this section shall, in the year immediately following approval, be presumed to be qualified for such exemption. If, in the year immediately following approval, such person has qualifying income in excess of the maximum allowed under [said] subsection (a) or (b) of this section, such person shall notify the tax assessor in the town allowing the additional exemption on or before the next filing date for such exemption and shall be denied such exemption for the assessment year immediately following and for any subsequent year until such person has reapplied and again qualified for such exemption. Any person who fails to notify the tax assessor of such disqualification shall make payment to the town in the amount of property tax loss related to the exemption improperly taken. Not more than thirty days after discovering such person's ineligibility for the exemption, the assessor shall send written notification of such person's identity to the Secretary of the Office of Policy and Management. If any payment was remitted under subsection [(c)] (e) of this section with respect to a period for which such person was not eligible for the exemption, the amount of the next payment made to the town shall be reduced by the amount of payment made erroneously.

(g) The Secretary of the Office of Policy and Management shall adopt regulations, in accordance with the provisions of chapter 54, establishing: (1) A procedure under which a municipality shall determine eligibility for any additional exemptions under subsections (a), (b) and (d) of this section, provided such procedure shall include a provision that when an applicant has filed for either of such exemptions and received approval for the first time, such applicant shall be required to file for such exemption biennially thereafter, subject to the provisions of subsection (f) of this section; (2) the manner in which a municipality shall apply for reimbursement from the state for the revenue loss represented by the additional exemptions provided for in subsections (a) and (b) of this section, which shall provide a penalty for late filing of such application for reimbursement of two hundred fifty dollars, but shall also provide that the secretary may waive such forfeiture in accordance with procedures and standards contained in such regulations; and (3) the manner in which the Office of Policy and Management may audit and make adjustments to applications for reimbursement from

municipalities for a period of not more than one year next succeeding the deadline for such application.

Approved June 21, 2013

Sec. 12-81f. Municipal option to provide additional exemption for veterans or spouses eligible for exemption under section 12-81. (a) Any municipality, upon approval by its legislative body, may provide that any veteran entitled to an exemption from property tax in accordance with subdivision (19) of section 12-81 shall be entitled to an additional exemption, provided such veteran's qualifying income does not exceed (1) the applicable maximum amount as provided under section 12-811, or (2) an amount established by the municipality, not exceeding the maximum amount under said section 12-811 by more than twenty-five thousand dollars. The exemption provided for under this subsection shall be applied to the assessed value of an eligible veteran's property and, at the option of the municipality, may be an amount up to ten thousand dollars or an amount up to ten per cent of such assessed value.

(b) Any municipality, upon approval by its legislative body, may provide that any veteran's surviving spouse entitled to an exemption from property tax in accordance with subdivision (22) of section 12-81 shall be entitled to an additional exemption, provided such surviving spouse's qualifying income does not exceed (1) the maximum amount applicable to an unmarried person as provided under section 12-811, or (2) an amount established by the municipality, not exceeding the maximum amount under said section 12-811 by more than twenty-five thousand dollars. The exemption provided for under this subsection shall be applied to the assessed value of an eligible surviving spouse's property and, at the municipality's option, may be in an amount up to ten thousand dollars or in an amount up to ten per cent of such assessed value.

(c) Any such veteran or spouse submitting a claim for such additional exemption shall be required to file an application on a form prepared for such purpose by the assessor, not later than the assessment date with respect to which such additional exemption is claimed, provided when an applicant has filed for such exemption and received approval for the first time, such applicant shall be required to file for such exemption biennially thereafter, subject to the provisions of subsection (d) of this section. Each such application shall include a copy of such veteran's or spouse's federal income tax return, or in the event such a return is not filed such evidence related to income as may be required by the assessor, for the tax year of such veteran or spouse ending immediately prior to the assessment date with respect to which such additional exemption is claimed.

(d) Any person who has submitted an application and been approved in any year for the additional exemption under subsection (a) or (b) of this section shall, in the year immediately following approval, be presumed to be qualified for such exemption. During the year immediately following such approval, the assessor shall notify, in writing, each person presumed to be qualified pursuant to this subsection. If any such person has qualifying income in excess of the maximum allowed under said subsection (a) or (b), such person shall notify the assessor on or before the next filing date for such exemption and shall be denied such exemption for the assessment year immediately following and for any subsequent year until such person has reapplied and again qualified for such exemption. Any person who fails to notify the assessor of such disqualification shall make payment to the municipality in the amount of property tax loss related to the exemption improperly taken.

Sec. 12-81g. Additional exemption from property tax for veterans. State reimbursement for related tax loss. Regulations.

(a) Additional exemption commencing 1985 assessment year with maximum income requirements. Effective for the assessment year commencing October 1, 1985, and each assessment year thereafter, any person entitled to an exemption from property tax in accordance with subdivision (19), (20), (21), (22), (23), (24), (25) or (26) of section 12-81, reflecting any increase made pursuant to the provisions of section 12-62g, shall be entitled to an additional exemption from such tax in an amount equal to twice the amount of the exemption provided for such person pursuant to any such subdivision, provided such person's qualifying income does not exceed the applicable maximum amount as provided under section 12-81l, except that if such person has a disability rating of one hundred per cent as determined by the United States Department of Veterans Affairs, the total of such adjusted gross income, individually, if unmarried, or jointly, if married, in the calendar year ending immediately preceding the assessment date with respect to which such additional exemption is allowed, is not more than twenty-one thousand dollars if such person is married or not more than eighteen thousand dollars if such person is not married.

(b) Municipal option for exemption in lieu of exemption in subsection (a). (1) Effective for the assessment year commencing October 1, 2013, and each assessment year thereafter, any municipality may, upon approval by its legislative body or, in any town in which the legislative body is a town meeting, by the board of selectmen, provide that, in lieu of the additional exemption prescribed under subsection (a) of this section, any person entitled to an exemption from property tax in accordance with subdivision (20) of section 12-81, reflecting any increase made pursuant to the provisions of section 12-62g, who has a disability rating of one hundred per cent, as determined by the United States Department of Veterans Affairs, shall be entitled to an additional exemption from such tax in an amount equal to three times the amount of the exemption provided for such person pursuant to subdivision (20) of section 12-81, provided such person's total adjusted gross income as determined for purposes of the federal income tax, plus any other income not included in such adjusted income, excluding veterans' disability payments, individually if unmarried, or jointly with spouse if married, during the calendar year ending immediately preceding the filing of a claim for any such exemption, is not more than twenty-one thousand dollars if such person is married or not more than eighteen thousand dollars if such person is not married.

(2) The provisions of this subsection shall not limit the applicability of the provisions of subsection (a) of this section for persons not eligible for the property tax exemption provided by this subsection.

(c) Forfeit of right to claim exemption. Any claimant who, for purposes of obtaining an exemption under this section, wilfully fails to disclose all matters related thereto or with intent to defraud makes any false statement shall forfeit the right to claim such additional veteran's exemption.

(d) Additional exemption for veterans not eligible under subsection (a). Effective for the assessment year commencing October 1, 1986, and each assessment year thereafter, any person entitled to an exemption from property tax in accordance with subdivision (19), (20), (21), (22), (23), (24), (25) or (26) of section 12-81, reflecting any increase made pursuant to the provisions of section 12-62g, and who is not receiving or is not eligible to receive the additional exemption under subsection (a) or (b) of this section, shall be entitled to an additional exemption from such tax in an amount equal to one-half of the amount of the exemption provided for such person pursuant to any such subdivision.

(e) State reimbursement for tax loss related to subsection (a). The state shall reimburse each town, city, borough, consolidated town and city and consolidated town and borough by the last day of each calendar year in which exemptions were granted to the extent of the revenue loss represented by the additional exemptions provided for in subsections (a) and (b) of this section. The Secretary of the Office of Policy and Management shall review each claim for such revenue loss as provided in section 12-120b. Any claimant aggrieved by the results of the secretary's review shall have the rights of appeal as set forth in section 12-120b. In the fiscal year commencing July 1, 2003, and in each fiscal year thereafter, the amount payable to each municipality in accordance with this section shall be reduced proportionately in the event that the total amount payable to all municipalities exceeds the amount appropriated.

(f) Qualification requirements in a year in which application is not submitted. Any person who has submitted application and been approved in any year for the additional exemption under subsection (a) or (b) of this section shall, in the year immediately following approval, be presumed to be qualified for such exemption. If, in the year immediately following approval,

such person has qualifying income in excess of the maximum allowed under subsection (a) or (b) of this section, such person shall notify the tax assessor in the town allowing the additional exemption on or before the next filing date for such exemption and shall be denied such exemption for the assessment year immediately following and for any subsequent year until such person has reapplied and again qualified for such exemption. Any person who fails to notify the tax assessor of such disqualification shall make payment to the town in the amount of property tax loss related to the exemption improperly taken. Not more than thirty days after discovering such person's ineligibility for the exemption, the assessor shall send written notification of such person's identity to the Secretary of the Office of Policy and Management. If any payment was remitted under subsection (e) of this section with respect to a period for which such person was not eligible for the exemption, the amount of the next payment made to the town shall be reduced by the amount of payment made erroneously.

(g) Regulations. The Secretary of the Office of Policy and Management shall adopt regulations, in accordance with the provisions of chapter 54, establishing: (1) A procedure under which a municipality shall determine eligibility for any additional exemptions under subsections (a), (b) and (d) of this section, provided such procedure shall include a provision that when an applicant has filed for either of such exemptions and received approval for the first time, such applicant shall be required to file for such exemption biennially thereafter, subject to the provisions of subsection (f) of this section; (2) the manner in which a municipality shall apply for reimbursement from the state for the revenue loss represented by the additional exemptions provided for in subsections (a) and (b) of this section, which shall provide a penalty for late filing of such application for reimbursement of two hundred fifty dollars, but shall also provide that the secretary may waive such forfeiture in accordance with procedures and standards contained in such regulations; and (3) the manner in which the Office of Policy and Management may audit and make adjustments to applications for reimbursement from municipalities for a period of not more than one year next succeeding the deadline for such application.

Sec. 12-811. Uniform income requirements for exemptions from property tax under sections 12-81f, 12-81g, 12-81i and 12-81j. Whenever used in sections 12-81f, 12-81g, 12-81i and 12-81j, "qualifying income" means, with respect to any person making application for exemption from property tax as provided under any of said sections, such person's total adjusted gross income as determined for purposes of the federal income tax plus any other income not included in such adjusted gross income, individually if unmarried, or jointly with spouse if married, during the calendar year ending immediately preceding the filing of a claim for any such exemption, but does not include veterans' disability payments. For purposes of determining eligibility for any of such exemptions, such qualifying income may not exceed fourteen thousand dollars, if unmarried, or sixteen thousand dollars, jointly with spouse, if married, provided in no event shall such maximum amounts of qualifying income with respect to any such person be less than the maximum amount of such qualifying income in the case of a married or unmarried person, whichever is applicable, under subsection (b) of section 12-170aa, and in the event that such maximum qualifying income under this section is less than the comparable amount under said subsection (b) of section 12-170aa for any assessment year, such amount under this section shall be made equivalent to that under said subsection (b) of section 12-170aa for purposes of determining eligibility under this section for such assessment year.



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matthew Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant Town Manager; Rachel Leclerc, Acting Superintendent of Schools
Date: February 9, 2015
Re: Contract Between the Mansfield Board of Education and the Mansfield Administrators' Association

Subject Matter/Background

The Mansfield Board of Education and the Mansfield Administrators' Association have agreed to the attached three (3) year successor agreement. In accordance with Connecticut General Statutes (CGS) 10-153d(b), on January 22, 2015 the Mansfield Board of Education filed a copy of the contract between the parties with the Town Clerk.

With respect to administrator's contracts, pursuant to CGS 10-153d(b) the Town Council may exercise one of three options within thirty (30) days of the date of filing with the Town Clerk's Office:

- 1) Ratify/approve the tentative agreement;
- 2) Reject the tentative agreement, in which case the matter shall be referred to binding arbitration; or
- 3) Take no action, in which case the tentative agreement shall be considered ratified by the town after the 30-day waiting period from the date of file.

Town staff does not participate in labor relations involving Mansfield Board of Education employees.

Financial Impact

The salary schedule beginning on July 1, 2015 represents a 2.66% increase to the salaries in effect on June 30, 2015, inclusive of step movement. Beginning July 1, 2016, salaries shall increase by 2.66%, inclusive of step movement. Beginning July 1, 2017, salaries shall increase by another 2.66%, again inclusive of step movement. More detailed information can be found in the attached memo.

Legal Review

The Mansfield Board of Education has negotiated the agreement with the assistance of its labor attorney.

Attachments

- 1) Shipman & Goodwin re: Key Provisions of Settlement with the Mansfield Administrators
- 2) Legal Notice
- 3) CGS §10-153d
- 4) Contract between the Mansfield Board of Education and the Mansfield Administrators' Association



Mansfield Board of Education

**Key Provisions of Settlement with the
Mansfield Administrators**

The attached agreement was recently agreed to by the Board's non-certified negotiations committee and the Administrators' Union and represents a successor to the collective bargaining agreement between the parties, which was due to expire on June 30, 2015. Below, please find a summary of the key provisions related to the successor collective bargaining agreement.

<u>Issue</u>	<u>Agreement</u>
Wages	<p>The salary schedule beginning on July 1, 2015 represents a 2.66% increase to the salaries in effect on June 30, 2015, inclusive of step movement. Beginning July 1, 2016, salaries shall increase by 2.66%, inclusive of step movement. Beginning July 1, 2017, salaries shall increase by another 2.66%, again inclusive of step movement.</p> <p>Please be reminded that the step costs associated with the administrator salaries, as with any collective bargaining unit, are not fixed costs, but vary from year to year based on retirements and other separations from employment, as well as new hires.</p>
Insurance	<p><u>PPO Plan</u> The PPO plan is being modified to include increased co-payments for specialist visits, office visits, and outpatient visits.</p> <p>PPO employee premium cost sharing will be changed. Currently, the administrators pay 19% of the premium costs associated with the current PPO plan. Beginning July 1, 2015, administrators shall pay 20% of the premium costs, and beginning July 1, 2016, administrators shall pay 21% of the premium costs for the PPO plan. Beginning July 1, 2017, the administrators shall pay 22% of the premium costs for the PPO plan.</p> <p><u>HSA Plan</u> The HSA employee premium contributions are increasing. Currently, the administrators pay 12% of the costs of coverage. Beginning July 1, 2015, administrators shall pay 13% of the costs of coverage, and beginning July 1, 2016, administrators shall pay 14% of the costs of coverage. Beginning July 1, 2017, the administrators shall pay 15% of the costs of coverage.</p>

Issue	Agreement
	<p>Excise Tax The parties added a provision which enables the Board to offer a lower level of insurance coverage if the current health insurance plans trigger the excise tax under the Affordable Care Act. If an employee chooses to enroll in a plan that triggers the excise tax, the employee will be solely responsible for the entire amount of the excise tax.</p>
<p>Director of Information Technology</p>	<p>The parties agreed to add the Director of Information Technology to the administrators' union.</p>
<p>Administrative Release Days</p>	<p>The parties updated the grandfathering of the administrative release day provision so that it only applies to administrators hired before the 2014-2015 school year. The parties also restricted use of administrative release days so that they can only be used for inclement weather.</p>
<p>Personal Leave</p>	<p>The parties agreed to increase the number of personal days for which an employee need not provide a reason to two days. The total allotment of three personal days has not changed.</p>
<p>Duration</p>	<p>The parties agreed to a three year agreement. As such, the collective bargaining agreement is now set to expire on June 30, 2018.</p>

Legal Notice
Town of Mansfield

Notice is hereby given that a copy of the contract between the Mansfield Board of Education and the Mansfield Administrators' Association effective July 1, 2015 through and including June 30, 2018, or until such subsequent time that a successor agreement becomes effective, was filed in the Town Clerk's office, 4 South Eagleville Road, Mansfield on January 22, 2015 and is available for public inspection, in accordance with the General Statutes of the State of Connecticut.

Dated this 23rd day of January, 2015

Mary Stanton, Mansfield Town Clerk

Sec. 10-153d. Meeting between board of education and fiscal authority required. Duty to negotiate. Procedure if legislative body rejects contract. (a) Within thirty days prior to the date on which the local or regional board of education is to commence negotiations pursuant to this section, such board of education shall meet and confer with the board of finance in each town or city having a board of finance, with the board of selectmen in each town having no board of finance and otherwise with the authority making appropriations therein. A member of such board of finance, such board of selectmen, or such other authority making appropriations, shall be permitted to be present during negotiations pursuant to this section and shall provide such fiscal information as may be requested by the board of education.

(b) The local or regional board of education and the organization designated or elected as the exclusive representative for the appropriate unit, through designated officials or their representatives, shall have the duty to negotiate with respect to salaries, hours and other conditions of employment about which either party wishes to negotiate. For purposes of this subsection and sections 10-153a, 10-153b and 10-153e to 10-153g, inclusive, (1) "hours" shall not include the length of the student school year, the scheduling of the student school year, the length of the student school day, the length and number of parent-teacher conferences and the scheduling of the student school day, except for the length and the scheduling of teacher lunch periods and teacher preparation periods and (2) "other conditions of employment" shall not include the establishment or provisions of any retirement incentive plan authorized by section 10-183jj. Such negotiations shall commence not less than two hundred ten days prior to the budget submission date. Any local board of education shall file forthwith a signed copy of any contract with the town clerk and with the Commissioner of Education. Any regional board of education shall file forthwith a signed copy of any such contract with the town clerk in each member town and with the Commissioner of Education. Upon receipt of a signed copy of such contract the clerk of such town shall give public notice of such filing. The terms of such contract shall be binding on the legislative body of the local or regional school district, unless such body rejects such contract at a regular or special meeting called and convened for such purpose within thirty days of the filing of the contract. If a vote on such contract is petitioned for in accordance with the provisions of section 7-7, in order to reject such contract, a minimum number of those persons eligible to vote equal to fifteen per cent of the electors of such local or regional school district shall be required to participate in the voting and a majority of those voting shall be required to reject. Any regional board of education shall call a district meeting to consider such contract within such thirty-day period if the chief executive officer of any member town so requests in writing within fifteen days of the receipt of the signed copy of the contract by the town clerk in such town. The body charged with making annual appropriations in any school district shall appropriate to the board of education whatever funds are required to implement the terms of any contract not rejected pursuant to this section. All organizations seeking to represent members of the teaching profession shall be accorded equal treatment with respect to access to teachers, principals, members of the board of education, records, mail boxes and school facilities and, in the absence of any recognition or certification as the exclusive representative as provided by section 10-153b, participation in discussions with respect to salaries, hours and other conditions of employment.

(c) If the legislative body rejects the contract pursuant to the provisions of subsection (b) of this section, the parties shall commence the arbitration process, in accordance with the provisions of subsection (c) of section 10-153f, on the fifth day next following the rejection which, for the purposes of this procedure, shall serve as the equivalent of the one hundred thirty-fifth day prior to the budget submission date, provided, if requested by either party, the parties shall mediate the contract dispute prior to the initial arbitration hearing. The parties shall meet with a mediator mutually selected by them, provided such parties shall inform the commissioner of the name of such mediator. If the parties are unable to mutually select a mediator, then the parties shall meet with the commissioner or the commissioner's agent or a mediator designated by said commissioner. Mediators shall be chosen from a panel of mediators selected by the State Board of Education or from outside such panel if mutually

agreed by the parties. Such mediators shall receive a per diem fee determined on the basis of the prevailing rate for such services, and the parties shall share equally in the cost of such mediation. In any civil or criminal case, any proceeding preliminary thereto, or in any legislative or administrative proceeding, a mediator shall not disclose any confidential communication made to such mediator in the course of mediation unless the party making such communication waives such privilege. The parties shall provide such information as the commissioner may require. The commissioner may recommend a basis for settlement but such recommendations shall not be binding upon the parties.

AN AGREEMENT BETWEEN
THE MANSFIELD BOARD OF EDUCATION
and the
MANSFIELD ADMINISTRATORS' ASSOCIATION

July 1, 2015 - June 30, 2018

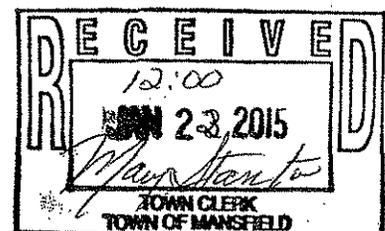


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**CONTRACT BETWEEN
THE MANSFIELD ADMINISTRATORS' ASSOCIATION
AND THE
MANSFIELD BOARD OF EDUCATION**

2015-2018

**ARTICLE 1
RECOGNITION**

The Mansfield Board of Education (hereinafter referred to as "the Board") hereby recognizes the Mansfield Administrators' Association (hereinafter referred to as "the Association") as the exclusive representative for the administrators below the rank of Superintendent and Assistant Superintendent, as defined in Sections 10-153b through 10-153f of the Connecticut General Statutes, for the entire administrative unit as defined in the aforementioned statute.

**ARTICLE 2
BOARD PREROGATIVES**

It is recognized that the Board has and will continue to retain, whether exercised or not, the sole right, responsibility and prerogative to direct the operation of the public schools in the Town of Mansfield in all its aspects, including but not limited to the following: To employ, assign and transfer administrators; to exercise those powers specified in Sections 10-220, 10-221, and 10-222 of the Connecticut General Statutes; to suspend or dismiss employees of the schools in the manner provided by statutes; to prepare and submit budgets to the Town Council, and in its sole discretion, expend monies appropriated by the Town; to make such transfers of funds within the appropriated budget as it shall be deemed desirable; to establish or continue policies and procedures for the conduct of school business and, from time to time, to change or abolish such policies and procedures; to discontinue processes or operations or discontinue their performance by employees; to select and determine the number and types of employees required to perform school operations; to establish contracts or subcontracts for school operations; and to determine the care, maintenance and operation of equipment and property used for and on behalf of the purposes of the school district.

**ARTICLE 3
SEVERABILITY**

In the event that any provision or portion of this agreement is ultimately ruled invalid for any reason by an authority of established and competent legal jurisdiction, such provision

or portion shall be severed from this agreement, and the balance and remainder of this agreement shall remain in full force and effect.

ARTICLE 4 GRIEVANCE PROCEDURE

Purpose : The purpose of this procedure is to secure equitable solutions to problems which may arise under this Agreement, affecting the welfare or working conditions of administrators. Both parties agree that proceedings shall be kept as confidential as is appropriate.

A. Definitions:

1. "Grievance" shall mean a claim based upon a complaint by an administrator(s) that he/she has been unfairly or inequitably treated, (a) upon a violation, misrepresentation or misapplication of the provisions of this Agreement, or (b) upon an event or condition which affects the welfare or conditions of employment of an administrator or group of administrators arising from the language of this Agreement or an alleged breach thereof. Grievances described in (a) above may be submitted to arbitration in accordance with Level 3 of this procedure. Grievances described in (b) above may be processed through to the Board at Level 2, but may not be submitted to arbitration under this Agreement.
2. "Administrator" means an employee in the administrators' bargaining unit, as defined in Article 1 of this Agreement.
3. "Party in interest" shall mean the administrator(s) making the claim, including their designated representative(s) as provided for herein.
4. "Days" shall mean business days.

B. Time Limits:

1. Since it is important that a grievance be processed as rapidly as possible, the number of days indicated at each step shall be considered as a maximum. The time limits specified may, however, be extended by written agreement of the parties in interest.
2. If an administrator does not file a grievance in writing with the Superintendent of Schools within twenty (20) days after he/she knew or, under normal circumstances, should have known of the act or conditions on

which the grievance is based, then the grievance shall be considered to have been waived.

3. Failure by the grievant administrator at any level to appeal a grievance to the next level within the time limit specified in the formal procedure shall be deemed to be acceptance of the decision rendered at that level.

C. Procedure:

1. Level One - Superintendent of Schools

- (a) If an administrator wishes to file a grievance, he/she shall file the grievance in writing with the Superintendent of Schools within twenty (20) days after he/she knew, or under normal circumstances, should have known of the act or conditions on which the grievance is based.
- (b) The Superintendent shall, within ten (10) days after receipt of the grievance, meet with the grievant administrator and with representatives of the Administrators' Association for the purpose of resolving the grievance.
- (c) The Superintendent shall, within seven (7) days after the hearing, render his/her decision and the reasons therefor in writing to the grievant administrator with a copy to the Association.

2. Level Two - Board of Education

- (a) If the grievant administrator is not satisfied with the disposition of his/her grievance at Level One, he/she may, within three (3) days after receipt of the decision, file the grievance with the Association for appeal to the Board of Education.
- (b) The Association may, within three (3) days after receipt, refer the appeal to the Board of Education.
- (c) The Board (or the Board's designated committee) shall, within twenty (20) days of receipt of the grievance, meet with the grievant administrator and with representatives of the Association for the purpose of resolving the grievance. The grievance meeting shall be held in executive session to the extent permitted by law.
- (d) The Board (or the Board's designated committee) shall render its decision and the reasons therefore in writing to the grievant

administrator, with a copy to the Association, within ten (10) days following the hearing of the appeal.

3. Level Three - Arbitration

- (a) The decision of the Board shall be final on all grievances except as specifically provided in paragraph "b" below.
- (b) If the decision of the Board does not resolve, to the satisfaction of the grievant administrator, a grievance based upon an alleged violation, misinterpretation or misapplication of the specific terms of this Agreement, and he/she wishes to have the matter reviewed by a third party, and if the Association determines that the matter should be reviewed further it shall so advise the Board through the Superintendent within twenty (20) days of the Board's decision. The Board and the president of the Association shall, within five (5) days after such a written notice, jointly select a single arbitrator who is an experienced and impartial person of recognized competence. If the Board and the Association are unable to agree on an arbitrator within five (5) days, the American Dispute Resolution Center shall be immediately called upon to select the single arbitrator.
- (c) All grievance proceedings shall be conducted in accordance with the rules of the American Dispute Resolution Center. The decision of the arbitrators shall be final and binding, except as otherwise provided by law. The arbitrator shall be bound by, and must comply with all of the terms of this Agreement. The arbitrator shall have no power to add to, delete from, or modify in any way the provisions of this Agreement. The arbitrator shall not usurp the function of the Board or proper exercise of its judgment and discretion under the law and this Agreement.
- (d) The costs of the services of the arbitrator shall be borne equally by the Board and the Association.

D. Rights of Administrators:

- 1. No reprisals of any kind shall be taken by the Board, the Association, or by any member of the staff against any participant in the grievance procedure by reason of such participation.
- 2. Any party in interest may be represented at any formal level of the Grievance Procedure by up to two (2) representatives of the Association.

3. All records dealing with the processing of a grievance shall be filed in a central filing system separate from the personnel file.

E. Obligation of Administrators:

This is the official, mutually agreed upon procedure by which administrators register grievances and administrators will proceed exclusively in accordance with this procedure.

**ARTICLE 5
WORK YEAR**

- A. Members of the administrative staff will be considered full-year employees whose scheduled work year will begin on July 1 and conclude on June 30.

Administrators will receive paid leave for thirteen (13) observed holidays and vacation days according to Paragraph B below.

- B. Except as provided in Section D below, effective July 1 of each contract year, each administrator shall be credited with the following applicable number of vacation days:

Position	Hired Prior to 7/1/04	Hired on or After 7/1/04
Schedule A (Elementary Principals)	20 days	25 days
Schedule B: (Middle School Principal)	25 days	25 days
Schedule C (Director of Special Education and Student Support Services)	20 days	25 days
Schedule D (Middle School Assistant Principal)	Not Applicable	25 days
Schedule E (Director of Information Technology)	Not Applicable	25 days

Up to seven (7) unused vacation days may be carried over into the following contract year only, and may not be carried over or accumulated thereafter. Vacation shall be scheduled by mutual agreement between the administrator and the

Superintendent of Schools. The use of vacation time while school is in session is subject to the prior approval of the Superintendent of Schools. Vacation days carried over from the prior year in accordance with this section, as well as unused administrative release days, may be used during the following contract year when school is not in session. Upon retirement, administrators shall be paid at their per diem rates for unused vacation accrued during the fiscal year in which the administrator retires, on a pro-rated basis, based on the number of months remaining in the fiscal year as of the effective date of such retirement.

Schedule A and C administrators hired prior to July 1, 2004 may take time off during school vacations that occur during the school year, with such time not counted as vacation time.

C. There will be five salary schedules for administrators, as follows:

- Schedule A: Elementary Principals
- Schedule B: Middle School Principal
- Schedule C: Director of Special Education and Student Support Services
- Schedule D: Middle School Assistant Principal
- Schedule E: Director of Information Technology

For purposes of calculating per diems, and for purposes of calculating the maximum sick leave accumulations under Article 6, Section D.1.a, the paid days will be 213 for Schedules A, C and D for administrators hired prior to July 1, 2004, and 220 for Schedules A, C, D, and E for administrators hired on or after July 1, 2004. The paid days for Schedule B shall be 222. These paid days will be divided into the annual salary of each administrator as reflected in the attached "Administrator Salary Schedules" A, B, C, D, and E for purposes of calculating per diem payments.

D. For administrators who begin employment during the work year, salary, vacation and all leave time shall be pro-rated based on the ratio of the number of business days in the administrators' shortened work year to the number of business days in the full administrator work year for that position. For administrators who end employment during the work year, salary, leave, and release days shall be pro-rated based on the ratio of the number of business days in the administrators' shortened work year to the number of business days in the full administrator work year for that position.

ARTICLE 6 LEAVE POLICIES

- A. Individual Leave - Administrators will be allowed a maximum of three (3) days of absence without loss of pay for individual reasons, provided the absences are approved by the Superintendent of Schools. These individual reasons shall include: legal business, attendance at academic exercises and other pressing matters of an individual nature which cannot reasonably be attended to on non-school days. Two of these days may be taken as private leave with no further explanation. Specifically excluded from individual leave with pay are absences which result in an extension of Thanksgiving, Christmas, Winter or Spring vacations. Personal leave days may be used either during the fiscal year in which they are earned, or during July and August of the following fiscal year, provided that any personal days not used prior to one week before the start of the school year shall be forfeited.
- B. Professional Leave - The Board of Education encourages each administrator to continue his/her professional growth while in service through participation in professional meetings, conferences and conventions at the local, regional and national level and through visiting programs in other schools, either within or outside the school system when such activity is expected to result in professional growth of the administrator and, therefore, improvement in the quality of education in the Mansfield Public Schools. Professional days for those purposes may be granted without loss of pay upon approval of the Superintendent.
- C. Bereavement Leave -
1. In the event of a death in the immediate family of a staff member, specifically spouse, parent, sibling or child, a maximum of five (5) days absence may be granted without loss of pay.
 2. In the event of a death of a grandparent, mother-in-law or father-in-law, a maximum of three (3) days absence may be granted without loss of pay.
 3. In the event of the death of a person with whom a staff member has a close personal relationship, a maximum of one day of absence may be granted without loss of pay.
- D. Sick Leave -
1. Definition:
 - a. Each full-time employee is entitled to twenty days sick leave with full pay in each school year. Unused sick leave shall be accumulated from year to year so long as the employee remains continuously in the service of the Board of Education, or on authorized leave, but not to exceed a maximum number of days equal to the paid days in each full-time administrator's employment year.

- b. In case of catastrophic illness or injury, administrators shall receive up to an additional sixty (60) days sick leave if the administrator has exhausted his/her accumulated sick leave; however, the sixty (60) days shall not result in a total sick leave benefit which exceeds the maximum sick leave accumulation otherwise provided by this contract.
 - c. All part-time employees are eligible for a prorated share of sick leave based on the percentage of their assignment.
2. Use of Sick Leave: Sick leave shall be allowed for personal illness, physical incapacity or non-compensable bodily injury or disease and for medical treatment or diagnosis. Physical incapacity includes disabilities caused or contributed to by pregnancy, miscarriage, abortion, childbirth and recovery therefrom. Up to five (5) days sick leave per year may be used to render care to an immediate family member. Extensions of such leave may be requested and approved by the Superintendent with notification to Board of Education.
 3. For extended absences, the Board may require proof of illness or, in rare circumstances, an examination by a Board appointed physician.
 4. An employee on sick leave shall be treated in all matters as any other regularly employed staff member.
 5. Sick leave shall not be allowed for absences caused by events covered in other leave policies.
 6. On the rare occasion when an employee with five (5) years of completed service with the Board may have an extended period of disability which requires absence from his/her position beyond absences covered by his/her accumulated sick days, that employee may request the Mansfield Administrators' Association to establish an Emergency Sick Day Bank on his/her behalf. Only employees with five (5) years of completed service with the Board may contribute up to five (5) each of their accumulated sick days to the bank. These days will be used exclusively by the applicant. Any unused days will revert back to the contributors on a prorated basis. This provision may be utilized for the purpose of permitting an administrator to contribute sick days to an employee in the teachers' bargaining unit, subject to the approval of the Mansfield Education Association.

E. Leave for Jury Duty -

Any administrator who is called for jury duty shall be eligible to receive the necessary leave to fulfill this civic duty. This leave shall not be deducted from sick leave or from personal days. The administrator shall receive a rate of pay equal to the difference between his/her contract step on the professional salary schedule and the jury fee.

F. Sabbatical Leave -

The Superintendent shall determine availability of suitable substitutes and determine leave on this availability and shall review and determine worthwhile programs subject to the following conditions:

1. No more than one administrator shall be absent on sabbatical leave at any one time.
2. Request for sabbatical leave must be received by the Superintendent in writing in such form as may be required no later than February 1 of the year preceding the school year in which the sabbatical is requested. It is understood that the deadline of February 1 may be waived at the discretion of the Superintendent when fellowships, grants, or scholarships awarded later in the year make such a deadline unreasonable.
3. The administrator shall be eligible for an initial sabbatical leave after at least six (6) consecutive full school years of active service in this system. A second sabbatical may be granted after another six-year period.
4. A sabbatical leave shall be for a full academic year or for half an academic year to correspond with the standard semester academic calendar. The professional staff member shall be paid 1/2 of the base rate, provided that the total compensation of any program grant, scholarship, assistantship or other compensation and the sabbatical pay does not exceed the administrator's full annual base rate. In this instance, "full annual base rate" shall be defined as that salary from which retirement is calculated. An administrator on sabbatical leave shall be entitled to continue in effect his/her insurance benefits during the sabbatical leave by paying one-half (1/2) of the cost of such benefits, with the Board paying the remaining one-half (1/2) of the costs.
5. The administrator, as a condition to the acceptance of the sabbatical leave, shall agree to return to employment in the system for two (2) full years. In the event the administrator does not return for two full years, the administrator shall reimburse the Board for all sabbatical payments made by the Board, on a pro-rated basis, based on the portion of such two-year period actually completed by the administrator. Such reimbursement shall not be

required in the event of the death, layoff or involuntary termination of the administrator during such two-year period.

6. The administrator returning from sabbatical leave shall be placed on the appropriate step on the salary schedule as though he/she had been in active service in the system for the year of the sabbatical leave. The sabbatical leave shall not affect continuity of service or accrual of benefits.
 7. A sabbatical leave shall be subject to the recommendation of the Superintendent and approval by the Board of Education.
 8. Normally, a sabbatical leave shall not be granted to an administrator whose spouse also has a sabbatical leave from any institution during the same period. However, the Board may waive this rule if upon investigation it feels that the granting of a sabbatical leave is in the best interest of the school system.
- G. Administrative Release Days - Each administrator hired prior to the start of the 2014-2015 school year shall be eligible for six (6) administrative release days, subject to the approval of the Superintendent. These days will be granted if, in the Superintendent's judgment, the additional release time will not interfere with the satisfactory performance of the administrator's job responsibilities. Administrative release days may only be used for inclement weather days.
- H. Leave for Work-related Injury - The Board shall protect and save harmless administrators who are assaulted in the line of duty in accordance with Section 10-236a of the General Statutes, as it may be amended from time to time.
- I. Other leaves -
1. The Superintendent may, at his/her discretion, grant up to three (3) days leave without pay per employee each year.
 2. On rare occasions, an employee may have an unusual personal situation which requires absence from his/her position beyond absences covered by the above leave policies. In such cases, the employee may apply to the Board for a leave of absence not to extend beyond the end of the current employment year (or if within sixty working days of the end of the current employment year, not to extend beyond the end of the next employment year). The Board will act upon each such request in the best interests of the school system.
 3. Any employee absent from work without any of the leave coverages stated above shall be subject to disciplinary action by the Board.

4. Employees shall be eligible for leave in accordance with all provisions of any applicable Family and Medical Leave Act.

ARTICLE 7 PAYROLL DEDUCTIONS

- A. The Board agrees to provide payroll deductions for insurance for those administrators filing a form indicating they wish the same no later than July 9th, or if hired at a later date, within thirty (30) days of employment. Insurance deductions shall be made from each payroll check beginning with the initial coverage of each employee. Insurance forms shall be made available to all administrators upon receipt of their contract or salary agreement.
- B. The Board agrees to provide payroll deductions for annuities for those administrators filing a form no later than thirty (30) days prior to the effective date for such deductions or the effective date for any changes in such deductions. These deadlines are also applicable to the filing of forms requesting changes in amounts deducted for annuities.
- C. The Board agrees to provide deductions from each payroll for the Northeast Family Federal Credit Union, provided the administrator files a form no later than two pay periods before the desired deduction date.
- D. The Board agrees to provide payroll deductions in order for administrators to purchase US. Savings Bonds, provided the administrator files a form no later than two pay periods before the desired deduction date.
- E. The Board agrees to provide each administrator with the option of receiving his/her salary payments through direct deposit.

ARTICLE 8 INSURANCE BENEFITS

- A. Each full time employee and spouse and/or family may elect to participate in the following insurance program offered by the Board.
 1. PPO Plan

For administrators electing coverage under the PPO plan, the Board and the administrators shall pay the following percentages of the costs for coverage under the PPO plan:

	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
Board	80.0%	79.0%	78.0%
Administrators	20.0%	21.0%	22.0%

The PPO plan provided by the Board will include the following elements:

Co-payments for in-network services	
OV co-payment & outpatient services	\$0 preventive care \$25 PCP \$25 specialists (including allergists) \$25 for outpatient services (including mental health, substance abuse, PT, OT, speech, chiro, short-term rehab)
Urgent Care	\$50
ER	\$75
Outpatient hospital services	\$175
In-patient hospitalization	\$300

Out-of-network services	
Deductibles	\$400/800/1000
80-20 Co-insurance, subject to the following out-of-pocket maximums	\$2000/4000/5000
Lifetime maximum benefit	Unlimited
Prescription Coverage	\$10/25/40 public sector formulary, \$3,000/year max, 2x co-payment for mail order (3-mo. supply)

2. High Deductible/H.S.A. Plan

The Board will offer an HSA as an alternative to the PPO plan set forth above. For regular full-time employees electing coverage under the HSA plan, the Board and the employees shall pay the following percentages of the costs for coverage under the HSA Plan:

	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
Board	87.0%	86.0%	85.0%
Administrators	13.0%	14.0%	15.0%

The HSA plan provided by the Board will include the following elements:

Cost Shares Provisions	In-Network	Out-of Network
Annual Deductible (individual/aggregate family)	\$1,500/\$3,000	
Co-insurance	100%	20/80% after deductible, up to co- insurance maximum
Annual Out-of-Pocket Maximum Co-insurance	\$1,500 individual coverage/\$3,000 family coverage	\$3,000 individual coverage \$6,000 family coverage
Lifetime Maximum	Unlimited	\$1,000,000
Preventive Care	Deductible not applicable	20% after deductible, subject to co-insurance limits
Prescription Drug Coverage	Treated as any other medical expense/100% after deductible	

The Board will contribute fifty percent (50%) of the applicable HSA deductible amount. The Board's contribution toward the HSA deductible will be deposited into the HSA accounts throughout the course of the year, on the Board's payroll dates. The parties acknowledge that the Board's fifty percent (50%) contribution toward the funding of the HSA plan is not an element of the underlying insurance plan, but rather relates to the manner in which the deductible shall be funded for active employees. The Board shall have no obligation to fund any portion of the HSA deductible for retirees or other individuals upon their separation from employment.

The health insurance plans will incorporate the State statutory mandates applicable to fully insured plans for the purpose of adding provisions for mental health parity and for coverage of oral contraceptives.

If the total cost of a group health plan or plans offered under this contract triggers an excise tax under Internal Revenue Code Section 49801 or any other local, state or federal statute or regulation, the Board reserves the right to offer a group health plan or plans with a total combined cost that falls below the excise tax thresholds. Eligible employees will be given the option to enroll in the lower cost coverage

option(s). If the employee chooses to enroll themselves or their eligible family members in a coverage option or options that triggers an excise tax, 100% of any such excise tax will be borne solely by the employee.

- B. Full-time employees shall also be eligible for:
1. Life insurance coverage in the amount of two times the administrator's salary is to be paid by the Board during the period of employment, including the period of early retirement. Thereafter, until age 65, insurance coverage in the amount of \$10,000 is to be paid by the Board.
 2. Anthem Blue Cross Flex Dental Plan or its equivalent, for each full-time employee (with an employee contribution based on the percentage set forth above for the health insurance plan). Administrators may purchase dental coverage for their eligible dependents, provided that the additional cost for such dependent dental coverage (above the cost for individual coverage) shall be borne 50% by the Board and 50% by the administrator.
- C. The Board will make available to the administrators a Section 125 plan for payment of the following qualified expenses on a pretax basis:
1. Insurance premium contribution
 2. Dependent care assistance
 3. Supplemental medical expense reimbursement
- D. The Board reserves the right to change carriers and/or plans for the insurance coverage described above, after consultation with the Association, provided that the overall level of benefits remains substantially comparable to or better than the existing plan, when considered as a whole.
- E. Retiring administrators may continue their health insurance at their own expense in accordance with the Teachers' Retirement Act (Section 10-183t of the Connecticut General Statutes).

ARTICLE 9 RETIREMENT PAY

- A. Upon retirement and with at least ten (10) years employment by the Mansfield Board of Education, an administrator shall receive two hundred fifty dollars (\$250.00) for each year of service as a teacher or administrator in the Town of Mansfield. This benefit shall be available only to administrators hired into the administrators' unit prior to July 1, 1998.

- B. Any administrator who has completed at least ten (10) years of service as an administrator in Mansfield who retires under the State Teachers' Retirement System shall, upon such retirement, receive \$15 per day for each day of accumulated, unused sick leave, up to a maximum of 200 days.

ARTICLE 10 REDUCTION IN FORCE

It is recognized that, under Section 10-220 and 10-4a of the Connecticut General Statutes, the Board of Education has the sole and exclusive prerogative to eliminate or reduce certified staff positions. It also has the responsibility to maintain good public elementary and secondary schools and to implement the educational interest of the state. However, recognizing that it may become necessary to eliminate or reduce certified staff positions in certain circumstances, this procedure is incorporated into this contract to provide a fair and orderly process should such reductions and/or elimination become necessary.

A. Staff Reduction Procedure

1. If it becomes necessary to reduce administrative positions, all administrators who are serving in acting or interim appointments shall be laid off before any other administrators become eligible for layoff.
2. If further reductions of administrative staff become necessary, preference will be given on the basis of length of service as an administrator and those with least seniority in Mansfield shall be laid off first, provided that in no case shall the Board be required to assign an administrator facing layoff or transfer to a position in a classification higher than that administrator's present or former administrative assignment.
3. For purposes of this Article seniority shall mean the number of consecutive years assigned to any position with the Mansfield Public Schools requiring administrative certification.

B. Offer of Alternative Position

1. Any administrator relieved of his/her duties because of reduction of staff shall be offered an administrative opening if one exists for which he/she is certified and qualified in the judgment of the Board of Education.
2. If an administrator is relieved of his/her duties because of a reduction in staff or elimination of position and does not qualify for another administrative position under this program, he/she will be subject to the Reduction in Force procedure set forth in the contract between the Board

and the Teachers' Unit. If an administrator bumps into a teaching position in the district, then the Board shall pay to the employee a separation allowance in recognition of the employee's service as an administrator. The separation allowance shall be equal to the difference between the employee's salary as an administrator immediately prior to the bump into the teaching position and the employee's salary as a teacher following the bump into the teaching position. The separation allowance shall be paid for a period of one school year, provided that the employee remains employed in a teaching position in the district throughout that year.

- C. Recall Procedure: If an administrator has been laid off or has been assigned to a teaching position, the Superintendent shall offer the administrator an opportunity to have his or her name placed on a recall list. If such administrator makes a prompt written request for placement on the recall list, the name of that administrator shall be placed on a reappointment list and remain on such a list for a period of up to two years, if the administrator has served for two years or less, or for three years if the administrator has served for more than two years. Administrators eligible to remain on the recall list must, upon notification by the Superintendent, request continuation in writing at the beginning of each school year. Recall will be in descending order from the reappointment list with the staff person most recently terminated or reduced placed at the top. In the event that the services of more than one administrator are terminated or reduced at the same time, recall order will be determined by recommendation of the Superintendent. If a position becomes open during such period, and the administrator has been selected by the Board of Education as a person on the recall list who is certified and qualified in its judgment to hold that position, then the administrator will be notified in writing by registered mail, sent to his or her last known address, at least thirty (30) days prior to the anticipated date of reemployment, if possible. The administrator shall accept or reject the appointment within seven (7) days after receipt of such notification. If the appointment is accepted, the administrator shall receive a written contract within twenty (20) days of receipt of the administrator's reply by the Board of Education. If the administrator rejects the appointment offer or does not respond according to this procedure within seven (7) days after receipt of such notification, the name of the administrator will be removed from the recall list.
- D. Nothing in this Article shall require the promotion, transfer or recall of an administrator into a position of higher relative rank, authority or compensation than he/she previously occupied even though the administrator is qualified.

ARTICLE 11 JUST CAUSE

No administrator shall be suspended or demoted in rank or pay without just cause.

**ARTICLE 12
COMPENSATION SCHEDULE**

The base salaries of administrators shall be comprised of the following two components: 1) cash compensation, in such amounts as are set forth in Schedules A, B, C, D, and E of this Agreement; and 2) the Board's annuity contributions described in the following paragraph.

Each administrator will receive an additional sum of four percent (4%) of the administrator's annual cash compensation over and above the cash component set forth in Schedules A, B, C, D, and E, as to which amount each administrator will arrange to have an elective deferral deducted from his/her salary on a pre-tax basis as permitted under IRC Section 403(b), as amended, and then contributed toward the purchase of a 403(b) annuity with a tax sheltered annuity of his/her choice from the accounts offered by the Board. Payment to this account will be made with the first annuity payment in July.

**ARTICLE 13
LONGEVITY**

It is agreed that any individual hired will be eligible for longevity only after he/she has been employed by the Mansfield Board of Education for a minimum of fourteen years.

Longevity:	15-19 years	\$ 1,000
	20-24 years	1,200
	25 + years	1,400

Administrators hired after July 1, 1995 will not be eligible for this provision.

**ARTICLE 14
TUITION REIMBURSEMENT**

- A. The Board will set aside a sum of five thousand dollars (\$5,000) annually for utilization by Association members to continue study at the graduate level.
- B. Reimbursement will be at a rate of 100% of tuition unless Association members collectively exceed the five thousand dollars (\$5,000) annual appropriation. In such instance, reimbursement shall be prorated equally among administrators pursuing graduate studies.

- C. Requests for tuition reimbursement must be made prior to July 1 for the summer session, prior to September 1st for the first semester, and prior to January 1st for the second semester.
- D. Requests after the dates above will be considered by the Superintendent if the fund has not been depleted.
- E. All courses to which this provision is to be applied shall have prior approval of the Superintendent of Schools.
- F. Reimbursement will be made upon evidence that the course has been completed successfully (B - or higher).

**ARTICLE 15
DURATION**

- A. This Agreement shall be in full force and effect from July 1, 2015 through and including June 30, 2018 or until such subsequent time as a successor Agreement becomes effective.
- B. This Agreement may be amended only by the mutual written agreement of the parties. Any agreement between the parties with respect to a proposed amendment shall be reduced to writing, shall be signed by the Board and the Association and shall become an addendum to this Agreement.

MANSFIELD BOARD OF EDUCATION

Randall Walker

Chairman

Date: 1/21/15

MANSFIELD ADMINISTRATORS' ASSOCIATION

Carol Annell

President

Date: 1/20/15

MEMORANDUM OF AGREEMENT

In order to clarify the agreement between the Mansfield Board of Education (the "Board") and the Mansfield Administrators Association ("the MAA") regarding benefits for certain administrators currently employed by the Board, the Board and the MAA agree as follows:

1. The retirement benefits described in this Memorandum of Agreement will continue to be available only to the following administrator during the life of the 2015-2018 collective bargaining agreement:

James Palmer

2. Any above-named administrator whose age and years of service as of June 30 total at least seventy (70) and who has been employed for a minimum of ten (10) years as an administrator in Mansfield, may elect to retire under the following provisions:
 - a. The applicant must submit a letter of application to the Superintendent by January 1 prior to the end of the last full year of employment. The Board of Education will review the application and determine whether an employee may participate.
 - b. Annual compensation will be one-fifth of the administrator's salary agreement at the time of retirement. This compensation shall not include retirement pay for the years of service in the Town of Mansfield. The payment will be made for a maximum of five (5) consecutive years.
 - c. In the event of the death of the retiree receiving early retirement payments, the retiree's designated beneficiary will receive the remaining balance. Payment will be made in accordance with the established schedule.
 - d. It is the responsibility of the retiree to maintain accurate address information with the Superintendent's office.
 - e. Annual retirement payments will be made in a lump sum or in two equal payments on July 15 and/or January 15. The first payment must be taken in the first eligible year. The retiree must notify the Superintendent in writing of the payment schedule selected and may not change it once it has been selected.

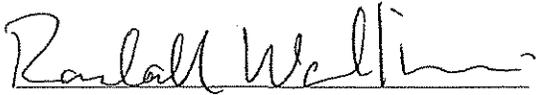
f. Continued participation in the group insurance program offered by the Board for those coverages existing at the time of retirement shall be available as follows:

- (1) Persons drawing retirement compensation from the Board may elect to participate in the group insurance program offered by the Board, with the Board paying one hundred percent (100%) of the costs, for five (5) years or until the retiree becomes eligible for Medicare, whichever occurs first.
- (2) Retirees who have participated in (1) above and who are no longer drawing retirement funds from the Board, and who have not become eligible for Medicare, may continue to participate in the Board's group insurance plan for a maximum of three years by paying one-half of the premium for such coverage, with the Board paying the remaining one-half of the premium.
- (3) Retirees who have participated in Section (1) or Sections (1) and (2) above and who draw funds from the State Teachers Retirement System may continue to participate in the group insurance program of the Board at their own expense after they become eligible for Medicare.
- (4) Upon retirement, a retiree may elect to have his/her spouse continue to participate in the group insurance offered by the Board by paying one hundred percent (100%) of the cost for coverage of his/her spouse.
- (5) Premiums due for the insurance coverage described in this Memorandum of Agreement must be submitted to the office of the Superintendent of schools by the tenth of the month in which State Teachers Retirement benefits commence. Insurance will be discontinued if premium payments are more than thirty days overdue. Administrators receiving retirement benefits under this Memorandum of Agreement will be permitted to make their insurance premium contributions on a pre-tax basis under the district's Section 125 plan, to the extent that such pre-tax treatment is permitted by law. In order to be eligible for such pre-tax treatment, such administrators must agree to have such insurance premium contributions deducted from their retirement payments. Such pre-tax treatment shall continue only until such time as the administrator ceases receiving

retirement payments under the provisions of this Memorandum of Agreement.

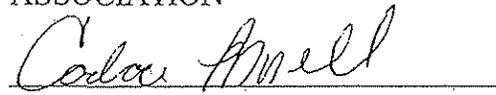
- (6) The individual administrators and the MAA agree to Save Harmless the Board of Education and the Town of Mansfield from any and all claims from the implementation of this retirement provision.
3. The individual administrator listed above shall not be subject to the restriction that administrative release days be used only for inclement weather. The individual administrator may use the six (6) allotted administrative release days, subject to the Superintendent's approval and only if the additional release time will not interfere with the satisfactory performance of the administrator's job responsibilities.

MANSFIELD BOARD OF EDUCATION


Chairman

Date: 1/21/15

MANSFIELD ADMINISTRATORS' ASSOCIATION


President

Date: 1/21/15

ADMINISTRATIVE SALARY SCHEDULE

Any administrator not on the maximum step of the applicable salary schedule shall advance one step on the salary schedule effective July 1, 2015, July 1, 2016, and July 1, 2017.

2015-16

Schedule A (Elementary Principals)

STEP	MASTERS	SIXTH YEAR	Ph.D.
1	\$109,564	\$117,933	\$119,466
2	\$113,432	\$121,797	\$123,327
3	\$117,294	\$125,655	\$127,187
4	\$121,158	\$129,526	\$131,043
5	\$126,642	\$135,128	\$136,667

Schedule B (Middle School Principal)

STEP	MASTERS	SIXTH YEAR	Ph.D.
1	\$116,433	\$125,363	\$126,992
2	\$120,249	\$129,151	\$130,776
3	\$124,076	\$132,945	\$134,559
4	\$127,902	\$136,738	\$138,335
5	\$133,482	\$142,437	\$144,059

Schedule C (Director of Special Education And Student Support Services)

STEP	MASTERS	SIXTH YEAR	Ph.D.
1	\$97,889	\$106,078	\$107,907
2	\$102,390	\$110,576	\$112,407
3	\$106,255	\$114,435	\$116,275
4	\$110,114	\$118,286	\$120,134
5	\$115,445	\$123,730	\$125,601

Schedule D (Middle School Assistant Principal)

STEP	MASTERS	SIXTH YEAR	Ph.D.
1	\$97,257	\$105,446	\$107,275
2	\$101,758	\$109,944	\$111,775
3	\$105,623	\$113,803	\$115,643
4	\$109,482	\$117,654	\$119,502
5	\$114,804	\$123,089	\$124,960

Schedule E (Director of Information Technology)

STEP	MASTERS
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2016-17

Schedule A (Elementary Principals)

STEP	MASTERS	SIXTH YEAR	Ph.D.
1	\$110,068	\$118,475	\$120,016
2	\$113,954	\$122,357	\$123,894
3	\$117,834	\$126,233	\$127,772
4	\$121,715	\$130,122	\$131,646
5	\$129,175	\$137,831	\$139,400

Schedule B (Middle School Principal)

STEP	MASTERS	SIXTH YEAR	Ph.D.
1	\$116,969	\$125,940	\$127,576
2	\$120,802	\$129,745	\$131,378
3	\$124,647	\$133,557	\$135,178
4	\$128,490	\$137,367	\$138,971
5	\$136,152	\$145,286	\$146,940

Schedule C (Director of Special Education And Student Support Services)

STEP	MASTERS	SIXTH YEAR	Ph.D.
1	\$98,339	\$106,566	\$108,403
2	\$102,861	\$111,085	\$112,924
3	\$106,744	\$114,961	\$116,810
4	\$110,621	\$118,830	\$120,687
5	\$117,754	\$126,205	\$128,113

Schedule D (Middle School Assistant Principal)

STEP	MASTERS	SIXTH YEAR	Ph.D.
1	\$97,704	\$105,931	\$107,768
2	\$102,226	\$110,450	\$112,289
3	\$106,109	\$114,326	\$116,175
4	\$109,986	\$118,195	\$120,052
5	\$117,100	\$125,551	\$127,459

Schedule E (Director of Information Technology)

STEP	MASTERS
1	\$109,473
2	\$113,156
3	\$116,841

2017-18*

Schedule A (Elementary Principals)

STEP	MASTERS	SIXTH YEAR	Ph.D.
2	\$114,364	\$122,797	\$124,340
3	\$118,258	\$126,687	\$128,232
4	\$122,153	\$130,590	\$132,120
5	\$130,725	\$139,485	\$141,073

Schedule B (Middle School Principal)

STEP	MASTERS	SIXTH YEAR	Ph.D.
2	\$121,237	\$130,212	\$131,851
3	\$125,096	\$134,038	\$135,665
4	\$128,953	\$137,862	\$139,471
5	\$137,786	\$147,029	\$148,703

Schedule C (Director of Special Education And Student Support Services)

STEP	MASTERS	SIXTH YEAR	Ph.D.
2	\$103,231	\$111,485	\$113,331
3	\$107,128	\$115,375	\$117,231
4	\$111,019	\$119,258	\$121,121
5	\$119,167	\$127,719	\$129,650

Schedule D (Middle School Assistant Principal)

STEP	MASTERS	SIXTH YEAR	Ph.D.
2	\$102,594	\$110,848	\$112,693
3	\$106,491	\$114,738	\$116,593
4	\$110,382	\$118,621	\$120,484
5	\$118,505	\$127,058	\$128,989

Schedule E (Director of Information Technology)

STEP	
2	\$113,563
3	\$117,262
4	\$120,955
5	\$124,661
6	\$133,130

*Beginning July 1, 2017, the first step will be eliminated.



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant Town Manager; Cherie Trahan, Director of Finance
Date: February 9, 2015
Re: Financial Statements Dated December 31, 2014

Subject Matter/Background

Enclosed please find the second quarter financial statements for the period ending December 31, 2014. The Finance Committee will review this item at its February 9th meeting.

Recommendation

If the Finance Committee recommends acceptance of the financial statements, the following motion is in order:

Move, effective February 9, 2015, to accept the Financial Statements dated December 31, 2014.

Attachments

- 1) Financial Statements Dated December 31, 2014

Town of Mansfield

Quarterly Financial Report

(For the Quarter Ending December 31, 2014)

Finance Department
Cherie Trahan
Director of Finance
February 9, 2015

Town of Manfield

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December 31, 2014

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Town of Mansfield		Memorandum
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To: Mansfield Town Council
From: Cherie Trahan, Director of Finance
Date: February 9, 2015
Subject: Financial Report

Attached please find the financial report for the quarter ending December 31, 2014.

Overview – General Fund Budget

Revenues

Tax Collections

The total collection rate through December 31, 2014 is 65.4%, as compared to 64.6% through December 31, 2013. Real estate collections, which account for approximately 86% of the levy, are 63.4% as compared to 62.8% for last year. Collections in motor vehicles are 93.8% as compared to 91.7% at December 31, 2013.

Licenses and Permits

Conveyance taxes received are \$113,612 or 68.62% of the annual budget. Building permits received (Excl. Storrs Center) are \$100,032 or 50.02% of the annual budget.

Federal Support for General Government

Federal Support for General Government (Social Services Block Grant) is budgeted at \$3,470 for the fiscal year. Payments of \$885 have been received as of December 31, 2014.

State Support for Education

The Education Cost Sharing (ECS) Grant for FY 2014/15 was budgeted at \$10,186,160. Based on revenue estimates from the State we are expected to receive \$10,180,320, \$6,334 below budget. The ECS grant is paid in (3) installments – 25% in October, 25% in January and 50% in April. Payments of \$2,546,664 have been received as of December 31, 2014. The Transportation Grant was budgeted at \$120,790. Based on revenue estimates from the State we are expected to receive \$120,228, \$562 below budget. This grant is typically received in April or May. These grants are received into the General Fund of the Town.

State Support for General Government

The PILOT grant is by far the largest single grant within this category. The PILOT grant was budgeted at \$6,957,610. Payments of \$7,656,351 have been received as of December 31, 2014. This is an increase in expected funds of \$698,741.

Charges for Services

Charges for services are primarily fixed by contract and are normally received during the year. We have currently received 41.13% of expected budget.

Fines and Forfeitures

We have currently received 83.95% of expected budget.

Miscellaneous

This area is primarily interest income and the telecommunications service payment. Total interest income through December 31, 2014 is \$10,129 as compared to \$6,458 for the same period last year. STIF interest rate for December 2014 and December 2013 was 0.15%.

Expenditures

Town Expenditures

- Primary area of concern is storm cleanup.
- Anticipate savings in fee waivers with the charges made to the program.

Day Care Fund

The Day Care Fund ended the quarter with expenditures exceeding revenues by \$10,491. Fund balance at July 1, 2014 of \$251,534 decreased to \$241,044 at December 31, 2014.

Cafeteria Fund

Expenditures exceeded revenues by \$158,706 for the period. Fund balance at July 1, 2014 decreased from \$389,735 to \$231,029 at December 31, 2014. This is primarily due to the purchase of equipment and decrease in revenues from the Lebanon Lunch Program. This program has been discontinued.

Recreation Program Fund

The Recreation Program Fund ended the period with revenues exceeding expenditures by \$141,165. Fund Balance increased from \$162,422 to \$303,587.

Capital Non-Recurring Fund

The anticipated Pequot/Mohegan Grant is \$232,978, as budgeted.

Debt Service Fund

Fund Balance increased from \$101,695 on July 1, 2014 to \$220,732 at December 31, 2014.

Enterprise/Internal Service Funds

Solid Waste Fund

Revenues exceeded expenditures by \$143,669. Retained Earnings increased from \$297,898 at July 1, 2014 to \$441,567 at December 31, 2014.

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

Expenditures exceeded revenues through the second quarter by \$1,125,550. Fund balance decreased from \$2,651,105 (including contributed capital) at July 1, 2014 to \$1,525,554 at December 31, 2014. Claims through December averaged \$694,251 (on a calendar year basis) as compared to \$538,696, the average for last fiscal year which represents a 19% increase. In researching the increase in claims, we have found that we have many more high cost claims than we have had in past years. To be considered fully funded, the Health Insurance Fund needs to maintain a fund balance of \$2.3 million.

Worker's Compensation Fund

Operating expenditures exceeded revenues by \$80,771 through the second quarter. Retained Earnings decreased from \$13,387 to (\$67,384) at December 31, 2014.

Management Services Fund

Management Services Fund expenditures through December 31, 2014 exceeded revenues by \$949,933. Fund Balance decreased from \$2,640,070 at July 1, 2014 to \$1,690,137 at December 31, 2014. The majority relates to \$1,117,159 in encumbrances at the end of the quarter for future energy costs.

Transit Services Fund

The Nash-Zimmer Transportation Center activity shows expenditures in excess of revenues by \$39,978. This is mainly due to the cost of electricity. Payments made were from January 2014 through December 2, 2014. Average monthly bill is \$2,900.

Parking Garage activity for the second quarter netted \$96,102 in operating income.

Cemetery Fund

Retained earnings in the Cemetery Fund increased from \$260,513 at July 1, 2014 to \$277,120 at December 31, 2014. The major costs for this fund are mowing and cemetery maintenance.

Long Term Investment Pool

The pool experienced a \$19,000 increase in the market value of its portfolio for the period July 1, 2014 to December 31, 2014.

Eastern Highlands Health District

Operating revenues exceeded expenditures by \$80,047. Fund Balance increased from \$247,151 to \$327,198.

Mansfield Downtown Partnership

Operating expenditures exceeded revenues by \$53,838 through December 31, 2014, and Fund balance decreased from \$223,294 to \$169,456.

**Town of Mansfield
Trial Balance - General Fund
December 31, 2014**

	DR	CR
Cash Equivalent Investments	\$ 12,411,809	\$ -
Working Cash Fund	3,300	-
Accounts Receivable	116,306	-
Taxes Receivable - Current	9,862,049	-
Taxes Receivable - Delinquent	406,717	-
Accounts and Other Payables	-	64,649
Refundable Deposits	-	157,100
Deferred Revenue - Taxes	-	10,177,066
Encumbrances Payable - Prior Year	-	424,901
Liquidation - Prior Year Encumbrances	284,891	-
Fund Balance - Undesignated	-	3,267,842
Actual Expenditures	21,163,625	-
Actual Revenues	-	30,157,139
Total	\$ 44,248,698	\$ 44,248,698

Town of Mansfield
Day Care Fund - Combined Program
Comparative Statement of Revenues, Expenditures
and Changes in Fund Balance
December 31, 2014
(with comparative totals for December 31, 2013)

	<u>Budget</u> <u>2014/15</u>	<u>2015</u>	<u>2014</u>
Revenues			
Intergovernmental - Nat'l School Lunch	\$ 34,000	\$ 14,781	\$ 13,943
Intergovernmental - Day Care Grant	319,119	172,896	167,856
School Readiness Grant	18,024	8,670	7,510
UConn	78,750	78,750	78,750
Fees	970,200	379,097	356,265
Subsidies	42,500	35,822	28,209
Total Revenues	<u>1,462,593</u>	<u>690,016</u>	<u>652,534</u>
Expenditures			
Administrative	203,058	95,810	105,983
Direct Program	1,109,038	535,680	497,877
Professional & Technical Services	1,800	795	350
Purchased Property Services	18,250	9,059	7,258
Repairs & Maintenance	6,500	4,569	857
Insurance	10,833	-	932
Other Purchased Services	12,400	5,064	6,202
Food Service Supplies	39,750	19,636	17,547
Energy	47,000	23,500	18,000
Supplies & Miscellaneous	11,750	6,395	7,489
Total Expenditures	<u>1,460,379</u>	<u>700,507</u>	<u>662,495</u>
Excess (Deficiency) of Revenues	2,214	(10,491)	(9,961)
Fund Balance, July 1	<u>251,534</u>	<u>251,534</u>	<u>302,829</u>
Fund Balance plus Cont. Capital, Dec 31	<u>\$ 253,748</u>	<u>\$ 241,044</u>	<u>\$ 292,868</u>

Town of Mansfield
Cafeteria Fund
Balance Sheet
December 31, 2014
 (with comparative totals for December 31, 2013)

	<u>2015</u>	<u>2014</u>
Assets		
Cash and Cash Equivalents	\$ 215,796	\$ 345,661
Inventory	<u>15,233</u>	<u>16,001</u>
Total Assets	<u><u>231,029</u></u>	<u><u>361,661</u></u>
 Liabilities and Fund Balance		
Liabilities		
Accounts Payable	<u>-</u>	<u>-</u>
Total Liabilities	<u>-</u>	<u>-</u>
 Fund Balance	<u>231,029</u>	<u>361,661</u>
Total Liabilities and Fund Balance	<u><u>\$ 231,029</u></u>	<u><u>\$ 361,661</u></u>

**Town of Mansfield
Cafeteria Fund
Comparative Statement of Revenues, Expenditures
and Changes in Fund Balance
December 31, 2014
(with comparative totals for December 31, 2013)**

	<u>Budget 2014/15</u>	<u>2015</u>	<u>2014</u>
Revenues			
Intergovernmental	\$ 336,880	\$ 89,176	\$ 96,056
Sales of Food	631,000	285,137	272,981
Other	58,000	215	23,427
Total Revenues	<u>1,025,880</u>	<u>374,528</u>	<u>392,464</u>
Expenditures			
Salaries & Benefits	588,760	265,198	285,240
Food & Supplies	377,470	148,205	142,513
Professional & Technical	2,500	1,250	2,550
Equipment - Other	1,000	118,123	22,606
Equipment Repairs & Contracts	25,000	458	3,961
Total Expenditures	<u>994,730</u>	<u>533,234</u>	<u>456,871</u>
Excess (Deficiency) of Revenues	31,150	(158,706)	(64,407)
Fund Balance, July 1	<u>389,735</u>	<u>389,735</u>	<u>426,068</u>
Fund Balance plus Cont. Capital, Dec 31	<u>\$ 420,885</u>	<u>\$ 231,029</u>	<u>\$ 361,661</u>

Town of Mansfield
Parks and Recreation
Balance Sheet
December 31, 2014
 (with comparative totals for Decdember 31, 2013)

	2015	2014
Assets		
Cash and Cash Equivalents	\$ 283,587	\$ 390,768
Accounts Receivable	-	-
	-	-
Total Assets	283,587	390,768
Liabilities and Fund Balance		
Liabilities		
Accounts Payable	-	-
	-	-
Total Liabilities	-	-
Fund Balance	283,587	390,768
Total Liabilities and Fund Balance	\$ 283,587	\$ 390,768

**Town of Mansfield
Parks and Recreation
Comparative Statement of Revenues, Expenditures
and Changes in Fund Balance
December 31, 2014
(with comparative totals for December 31, 2013)**

	Budget 2014/15	2015	2014
Revenues			
Membership Fees	\$ 876,000	\$ 414,355	\$ 352,507
Program Fees	752,730	609,406	430,180
Fee Waivers	125,000	24,438	125,000
Daily Admission Fees	55,500	23,063	25,343
Rent - Facilities/Parties	27,300	7,855	21,424
Employee Wellness	20,160	-	-
Rent - E.O. Smith	16,880	-	-
Charge for Services	10,000	-	-
Contributions	4,000	4,900	995
Sale of Merchandise	3,000	1,695	1,589
Sale of Food	3,400	-	311
Other	4,400	2,381	1,660
Total Revenues	1,898,370	1,088,092	959,008
Operating Transfers			
General Fund - Recreation Administrative	325,430	165,215	317,000
General Fund - Community Programs	75,000	37,500	75,000
CNR Fund - Bicent. Pond	25,000	12,500	25,000
CNR Fund - Teen Center	25,000	12,500	25,000
Total Operating Transfers	450,430	227,715	442,000
Total Rev & Oper Transfers	2,348,800	1,315,807	1,401,008
Expenditures			
Salaries & Wages	1,381,300	689,100	689,217
Benefits	261,180	130,029	127,778
Professional & Technical	148,290	87,967	69,304
Purchased Property Services	33,700	21,730	10,038
Repairs & Maintenance	34,000	18,752	22,157
Other Purchased Services/Rentals	120,850	38,429	76,802
Other Supplies	51,290	30,603	28,512
Energy	165,000	82,500	72,000
Building Supplies	49,400	12,915	31,538
Recreation Supplies	56,800	39,744	33,512
Equipment	46,080	42,873	5,508
Total Expenditures	2,347,890	1,194,642	1,166,366
Excess (Deficiency) of Revenues	910	121,165	234,642
Fund Balance, July 1	162,422	162,422	156,126
Fund Balance, Dec 31	<u>\$ 163,332</u>	<u>\$ 283,587</u>	<u>\$ 390,768</u>

Town of Mansfield
 Capital and Nonrecurring Reserve Fund Budget
 Estimated Revenues, Expenditures and Changes in Fund Balance
 Fiscal Year 2014/15

	FY 11/12 Actual	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Adopted	FY 15/16 Projected	FY 16/17 Projected	FY 17/18 Projected	FY 18/19 Projected
Sources:								
General Fund Contribution	\$ 561,000	\$ 1,349,886	\$ 2,332,690	\$ 1,579,880	\$ 1,700,000	\$ 1,750,000	\$ 1,800,000	\$ 1,800,000
Board Contribution			120,000					
Ambulance User Fees	251,085	255,627	233,599	300,000	300,000	300,000	300,000	300,000
Other		18,806	14,400					
Insurance Refund		603,077						
Sewer Assessments	-	912	913	500	500	500	500	500
Pequot Funds	211,700	231,700	205,985	232,978	232,978	232,978	232,978	232,978
Total Sources	1,023,785	2,460,008	2,907,586	2,113,358	2,233,478	2,283,478	2,333,478	2,333,478
Uses:								
Operating Transfers Out:								
Management Services Fund	175,000	175,000	175,000	185,000	200,000	200,000	200,000	200,000
Property Tax Revaluation Fund	25,000	25,000	25,000					
Capital Fund	718,566	1,495,496	2,550,873	1,873,600	1,800,000	1,850,000	1,900,000	1,900,000
Capital Fund - Storrs Center Reserve		119,816	123,760	-	228,600	228,600	228,600	228,600
Capital Fund - Replacement Fire Truck		600,000						
Parks & Recreation Operating Subsid	50,000							
Compensated Absences Fund	55,000	58,000	36,000	36,000				
Total Uses	1,023,566	2,473,312	2,910,633	2,094,600	2,228,600	2,278,600	2,328,600	2,328,600
Excess/(Deficiency)	219	(13,304)	(3,047)	18,758	4,878	4,878	4,878	4,878
Fund Balance/(Deficit) July 1	13,203	13,422	118	(2,929)	15,829	20,707	25,585	30,463
Fund Balance, June 30	\$ 13,422	\$ 118	\$ (2,929)	\$ 15,829	\$ 20,707	\$ 25,585	\$ 30,463	\$ 35,341

General Government

Revenues

Expenses

Account and Description	Adjusted			Adjusted			
	Budget	Received	Balance	Budget	Encumbrance	Expenses	Balance
81611 Pool Cars	142,554	142,554	-	142,554	47,948	110,998	(16,392)
81820 Financial Software	385,800	385,800	-	385,800	-	294,183	91,617
81919 Strategic Planning Study	185,000	185,000	-	185,000	-	173,550	11,450
86291 Technology Infrastructure - Schools	400,000	400,000	-	400,000	1,748	333,348	64,905
Total General Government:	1,113,354	1,113,354	-	1,113,354	49,696	912,079	151,579

Community Development

Revenues

Expenses

Account and Description	Adjusted			Adjusted			
	Budget	Received	Balance	Budget	Encumbrance	Expenses	Balance
83530 Four Corners Sewer/Water Impro	1,180,000	830,000	350,000	1,180,000	124,613	590,455	464,932
84103 Storrs Center Reserve	2,625,973	2,743,658	(117,685)	2,625,973	10,826	2,281,479	333,667
84106 Fern Road Bus Garage	10,000	10,000	-	10,000	-	-	10,000
84107 Mansfield Tomorrow	20,000	20,000	-	20,000	-	-	20,000
84108 NEXGEN Conn Comm Impact	100,000	100,000	-	100,000	-	-	100,000
84122 Improvements Storrs Rd Urban	2,500,000	808,059	1,691,941	2,500,000	199,482	2,101,681	198,837
84123 Streetscape/Ped.Improv. DOT	1,474,800	302,000	1,172,800	1,474,800	17,415	501,069	956,316
84124 Imprvmnts StorrsRd DOT/Lieber	2,250,000	1,506,460	743,540	2,250,000	-	2,330,642	(80,642)
84125 StorrsCtr Inter Transp CtrDesign	612,500	336,712	275,788	612,500	-	343,283	269,217
84126 Parking Garage Transit Hub	10,000,000	10,291,914	(291,914)	10,000,000	1,400	11,709,313	(1,710,713)
84127 DECD STEAP#2 Pha1A+Dog Lane Con	500,000	486,461	13,539	500,000	-	500,000	-
84129 Omnibus Budget Bill Feb2009	552,000	467,400	84,600	552,000	8,946	760,838	(217,784)
84130 Bus Facilities Program (FTA)	6,175,000	4,668,298	1,506,702	6,175,000	42,848	5,698,965	433,188
84131 DECD STEAP 4 Village Street Utilities	500,000	279,779	220,221	500,000	150,158	354,728	(4,886)
84132 Leyland/EDR Infrastructure (\$3M)	3,000,000	2,244,276	755,724	3,000,000	69,761	2,626,374	303,865
84133 DECD Brownfield Remediation	450,000	437,517	12,483	450,000	-	200,341	249,659
84134 Future Projects - Local Share	40,000	40,000	-	40,000	-	-	40,000
84135 Town Square	475,000	947,515	(472,515)	475,000	102,334	553,134	(180,468)
84136 Main Street Investment Grant	500,000	322,607	177,393	500,000	1,746	399,706	98,548
84137 Parking Garage Repairs/Maintenance	-	50,000	(50,000)	-	-	-	-
84170 HUD Community Challenge Grant	619,780	423,603	196,177	619,780	155,130	431,066	33,585
Total Community Development:	33,585,053	27,316,259	6,268,794	33,585,053	884,660	31,383,073	1,317,321

Capital Projects as of January 26, 2015
Public Safety

Revenues

Expenses

<u>Account and Description</u>	<u>Adjusted</u>			<u>Adjusted</u>			
	<u>Budget</u>	<u>Received</u>	<u>Balance</u>	<u>Budget</u>	<u>Encumbrance</u>	<u>Expenses</u>	<u>Balance</u>
82801 Fire & Emerg Serv Comm Equipment	44,000	44,000	-	44,000	1,131	17,904	24,965
82819 Vehicle Key Boxes	16,500	16,500	-	16,500	1,083	14,379	1,038
82823 Rescue Equipment	38,000	38,000	-	38,000	-	26,488	11,512
82824 Fire Hose	28,000	28,000	-	28,000	5,183	22,486	331
82826 SCBA Air Tanks	62,000	62,000	-	62,000	-	61,693	307
82827 Fire Personal Protective Equipment	81,000	81,000	-	81,000	-	31,321	49,679
82829 Replacement ET507	465,000	465,000	-	465,000	-	-	465,000
82830 Thermal Imager Cameras	20,000	20,000	-	20,000	-	19,500	500
82832 ET207 Fire Truck Replacement	603,077	603,077	-	603,077	605,868	-	(2,791)
82833 Fire/EMS Utility Terrain Vehicle	29,000	29,000	-	29,000	-	28,476	524
82835 Power Load Cot Fastening System	83,000	83,000	-	83,000	-	84,078	(1,078)
82836 Ambulance 2007 Ford E450	107,000	107,000	-	107,000	-	106,900	100
82902 Fire Ponds	50,500	50,500	-	50,500	-	34,960	15,540
Total Public Safety:	1,627,077	1,627,077	-	1,627,077	613,265	448,185	565,628

Community Services

Revenues

Expenses

<u>Account and Description</u>	<u>Adjusted</u>			<u>Adjusted</u>			
	<u>Budget</u>	<u>Received</u>	<u>Balance</u>	<u>Budget</u>	<u>Encumbrance</u>	<u>Expenses</u>	<u>Balance</u>
85102 BCP Restroom Improvements	13,000	13,000	-	13,000	-	4,500	8,500
85105 Open Space Purchase	3,369,389	3,369,355	34	3,369,389	5,000	3,254,274	110,115
85107 Open Space - Bonded	1,040,000	-	1,040,000	1,040,000	-	46,900	993,100
85804 Community Center Equipment	372,400	372,400	-	372,400	2,840	361,296	8,264
85806 Skate Park	40,000	55,000	(15,000)	40,000	-	40,000	-
85811 Playscapes New/Replacements	140,000	140,000	-	140,000	-	123,290	16,710
85812 Comm Center Facility Upgrades	56,000	56,000	-	56,000	-	55,067	933
85816 Park Improvements	291,795	291,795	-	291,795	3,200	272,788	15,807
85824 Playscape Resurfacing	62,000	62,000	-	62,000	-	56,830	5,170
85835 WHIP Grants-MHP EGVP OSHF	9,200	9,200	-	9,200	-	-	9,200
Total Community Services:	5,393,784	4,368,750	1,025,034	5,393,784	11,040	4,214,945	1,167,799

Facilities Management

Revenues

Expenses

<u>Account and Description</u>	<u>Adjusted</u>			<u>Adjusted</u>			
	<u>Budget</u>	<u>Received</u>	<u>Balance</u>	<u>Budget</u>	<u>Encumbrance</u>	<u>Expenses</u>	<u>Balance</u>
86260 Maintenance Projects	834,391	834,391	-	834,391	8,049	805,716	20,626
86290 Roof Repairs	239,900	239,900	-	239,900	-	222,392	17,508
86292 School Building Maintenance	520,000	520,000	-	520,000	94,460	328,473	97,067
86293 Security Improvements	75,000	75,000	-	75,000	7,792	26,993	40,215
86294 Vault Climate Control	20,000	20,000	-	20,000	-	-	20,000
86295 Emergency Generators	102,025	102,025	-	102,025	38,200	46,633	17,193
86296 Oil Tank Repairs	40,000	40,000	-	40,000	-	6,660	33,340
86298 School Security Competitive Grant	133,828	119,493	14,335	133,828	-	119,510	14,318
86304 Comm Center Repairs & Improvements	5,000	5,000	-	5,000	-	5,000	-
86305 Fire Station Repairs & Improvements	33,000	33,000	-	33,000	-	3,600	29,400
86306 Library Bldg Repairs & Improvements	25,000	25,000	-	25,000	-	-	25,000
86307 Senior Center Bldg Repairs & Improve	8,000	8,000	-	8,000	-	-	8,000
86308 Town Hall Bldg Repairs & Improvemen	4,000	4,000	-	4,000	-	-	4,000
86309 Furniture & Fixtures	10,000	10,000	-	10,000	-	-	10,000
86310 Elementary School Cleaning Equipmer	10,000	10,000	-	10,000	-	-	10,000
86311 Tractor Replacement	20,000	20,000	-	20,000	-	-	20,000
Total Facilities Management:	2,080,144	2,065,809	14,335	2,080,144	148,500	1,564,978	366,666

Capital Projects as of January 26, 2015
Public Works

Revenues

Expenses

<u>Account and Description</u>	<u>Revenues</u>			<u>Expenses</u>			
	<u>Adjusted Budget</u>	<u>Received</u>	<u>Balance</u>	<u>Adjusted Budget</u>	<u>Encumbrance</u>	<u>Expenses</u>	<u>Balance</u>
83101 Tree Replacement	52,500	52,500	-	52,500	-	15,612	36,888
83302 Sm Bridges & Culverts	329,084	329,084	-	329,084	-	278,569	50,515
83303 Large Bridge Maintenance	566,286	566,286	-	566,286	-	480,862	85,424
83306 Stone Mill Bridge	1,716,350	1,203,616	512,734	1,716,350	-	1,107,303	609,047
83308 Town Walkways/Transp Enhancemt	925,366	925,366	-	925,366	12,204	749,439	163,724
83309 Laurel Lane Bridge	1,340,600	1,262,824	77,776	1,340,600	561	1,303,403	36,637
83401 Road Drainage	608,811	609,840	(1,029)	608,811	-	412,340	196,471
83510 Guard Rails	57,697	57,697	-	57,697	-	56,240	1,457
83524 Road Resurfacing	3,643,810	3,477,952	165,858	3,643,810	48,394	3,318,569	276,847
83531 North Eagleville Walkway	245,540	1,350	244,190	245,540	940	289,184	(44,584)
83638 Small Dump Trucks & Sanders	85,000	85,000	-	85,000	-	84,896	104
83639 Large Dump Trucks	430,000	430,000	-	430,000	87,529	260,673	81,798
83640 Gas Pumps	15,000	15,000	-	15,000	-	-	15,000
83641 Mowers & Attachments	80,000	80,000	-	80,000	-	57,998	22,002
83642 WINCOG Equipment - Regional	25,000	25,000	-	25,000	-	15,319	9,681
83643 Pavement Management System	50,000	50,000	-	50,000	-	-	50,000
83644 Street Signs	60,000	60,000	-	60,000	-	-	60,000
83729 Snowplows	26,500	26,500	-	26,500	-	26,137	363
83733 Storrs Center Equipment	165,000	100,000	65,000	165,000	-	143,647	21,353
83734 Small Dump Truck & Sanders	6,000	6,000	-	6,000	-	-	6,000
83911 Engineering Cad Upgrades	203,500	203,500	-	203,500	-	185,607	17,893
83917 GPS Units - Additional Units	15,000	-	15,000	15,000	1,020	13,965	15
Total Public Works:	10,647,044	9,567,516	1,079,529	10,647,044	150,648	8,799,763	1,696,634

Revenue/Expenditure Summary

Revenues

Expenses

<u>Account and Description</u>	<u>Adjusted</u>			<u>Adjusted</u>			
	<u>Budget</u>	<u>Received</u>	<u>Balance</u>	<u>Budget</u>	<u>Encumbrance</u>	<u>Expenses</u>	<u>Balance</u>
General Government	1,113,354	1,113,354	-	1,113,354	49,696	912,079	151,579
Community Development	33,585,053	27,316,259	6,268,794	33,585,053	884,660	31,383,073	1,317,321
Public Safety	1,627,077	1,627,077	-	1,627,077	613,265	448,185	565,628
Community Services	5,393,784	4,368,750	1,025,034	5,393,784	11,040	4,214,945	1,167,799
Facilities Management	2,080,144	2,065,809	14,335	2,080,144	148,500	1,564,978	366,666
Public Works	10,647,044	9,567,516	1,079,529	10,647,044	150,648	8,799,763	1,696,634
Grand Total:	\$ 54,446,456	\$ 46,058,765	\$ 8,387,691	\$ 54,446,456	\$ 1,857,809	\$ 47,323,021	\$ 5,265,626

Town of Mansfield
Debt Service Fund
Balance Sheet
December 31, 2014
 (with comparative totals for December 31, 2013)

	2015	2014
Assets		
Cash and Cash Equivalents	\$ 220,732	\$ 574,086
Total Assets	220,732	574,086
Liabilities and Fund Balance		
Liabilities		
Accounts Payable	-	-
Total Liabilities	-	-
Fund Balance	220,732	574,086
Total Liabilities and Fund Balance	\$ 220,732	\$ 574,086

**Town of Mansfield
Debt Service Fund
Comparative Statement of Revenues, Expenditures
and Changes in Fund Balance
December 31, 2014
(with comparative totals for December 31, 2013)**

	<u>Budget 2014/15</u>	<u>2015</u>	<u>2014</u>
Revenues			
Bond Proceeds	\$ -	\$ -	\$ -
Interest Income	-	-	-
Total Revenues	-	-	-
Operating Transfers			
General Fund	325,000	162,500	675,000
Total Operating Transfers	325,000	162,500	675,000
Total Rev & Oper Trans	325,000	162,500	675,000
Expenditures			
Principal Payments	290,641	-	109,580
Interest Payments	86,925	43,463	53,679
Total Expenditures	377,566	43,463	163,259
Excess (Deficiency) of Revenues	(52,566)	119,038	511,741
Fund Balance, July 1	101,695	101,695	62,345
Fund Balance plus Cont. Capital, Dec 31	<u>\$ 49,129</u>	<u>\$ 220,732</u>	<u>\$ 574,086</u>

**Town of Mansfield
Debt Service Fund
Estimated Revenues, Expenditures and Changes in Fund Balance**

	FY 10/11	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19
	Actual	Actual	Actual	Actual	Adopted	Projected	Projected	Projected	Projected
Revenues:									
Bonds	\$ 133,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Premium Income	55,542	-	-	-	-	-	-	-	-
Interest on Unspent Balance	-	1,285	-	-	-	-	-	-	-
Total Revenues	188,542	1,285	-	-	-	-	-	-	-
Operating Transfers In - General Fund	760,000	825,000	825,000	675,000	325,000	300,000	300,000	300,000	275,000
Operating Transfers In - CNR Fund	150,000	-	-	-	-	-	-	-	-
Operating Transfers In - MS Fund	-	-	-	-	-	-	-	-	-
Total Revenues and Operating Transfers In	1,098,542	826,285	825,000	675,000	325,000	300,000	300,000	300,000	275,000
Expenditures:									
Principal Retirement	455,000	460,000	460,000	365,000	-	-	-	-	-
Interest	64,765	45,656	25,900	5,220	-	-	-	-	-
Principal Retirement - GOB 2011	-	-	-	-	220,000	220,000	220,000	220,000	220,000
Interest - GOB 2011	-	91,706	93,525	93,525	86,925	80,325	73,725	67,125	60,525
Lease Purchase - Co-Gen/Pool Covers	64,129	78,134	78,134	-	-	-	-	-	-
Lease Purchase - CIP Equip. 08/09	113,886	113,886	113,886	113,886	-	-	-	-	-
Lease Purchase - CIP Equip 09/10	87,617	87,617	70,641	58,019	70,641	-	-	-	-
Financial/Issuance Costs	110,206	-	-	-	-	-	-	-	-
Total Expenditures	895,603	876,999	842,086	635,650	377,566	300,325	293,725	287,125	280,525
Revenues and Other Financing Sources Over/(Under) Expend	202,939	(50,714)	(17,086)	39,350	(52,566)	(325)	6,275	12,875	(5,525)
Fund Balance, July 1	(72,794)	130,145	79,431	62,345	101,695	49,129	48,804	55,079	67,954
Fund Balance, June 30	\$ 130,145	\$ 79,431	\$ 62,345	\$ 101,695	\$ 49,129	\$ 48,804	\$ 55,079	\$ 67,954	\$ 62,429

**Town of Mansfield
Debt Service Fund
Estimated Revenues, Expenditures and Changes in Fund Balance**

	FY 19/20 Projected	FY 20/21 Projected	FY 21/22 Projected	FY 22/23 Projected	FY 23/24 Projected	FY 24/25 Projected	FY 25/26 Projected
Revenues:							
Bonds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Premium Income	-	-	-	-	-	-	-
Interest on Unspent Balance	-	-	-	-	-	-	-
Total Revenues	-	-	-	-	-	-	-
Operating Transfers In - General Fund	275,000	275,000	250,000	250,000	250,000	250,000	200,000
Operating Transfers In - CNR Fund	-	-	-	-	-	-	-
Operating Transfers In - MS Fund	-	-	-	-	-	-	-
Total Revenues and Operating Transfers In	275,000	275,000	250,000	250,000	250,000	250,000	200,000
Expenditures:							
Principal Retirement	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-
Principal Retirement - GOB 2011	220,000	220,000	220,000	220,000	220,000	220,000	200,000
Interest - GOB 2011	53,925	47,325	40,725	33,850	25,600	16,800	8,000
Lease Purchase - Co-Gen/Pool Covers	-	-	-	-	-	-	-
Lease Purchase - CIP Equip 08/09	-	-	-	-	-	-	-
Lease Purchase - CIP Equip 09/10	-	-	-	-	-	-	-
Financial/Issuance Costs	-	-	-	-	-	-	-
Total Expenditures	273,925	267,325	260,725	253,850	245,600	236,800	208,000
Revenues and Other Financing Sources Over/(Under) Expend	1,075	7,675	(10,725)	(3,850)	4,400	13,200	(8,000)
Fund Balance, July 1	62,429	63,504	71,179	60,454	56,604	61,004	74,204
Fund Balance, June 30	<u>\$ 63,504</u>	<u>\$ 71,179</u>	<u>\$ 60,454</u>	<u>\$ 56,604</u>	<u>\$ 61,004</u>	<u>\$ 74,204</u>	<u>\$ 66,204</u>

Town of Mansfield
Solid Waste Disposal Fund
Balance Sheet
December 31, 2014
(with comparative totals for December 31, 2013)

	2015	2014
Current Assets		
Cash and Cash Equivalents	\$ 491,729	\$ 414,890
Accounts Receivable, net	257	(5,000)
Total Current Assets	491,986	409,890
Fixed Assets		
Land	8,500	8,500
Buildings & Equipment	578,173	565,138
Less: Accumulated Depreciation	(523,130)	(511,560)
Total Fixed Assets	63,543	62,079
Total Assets	555,529	471,969
Liabilities and Retained Earnings		
Current Liabilities		
Accounts Payable	-	-
Accrued Compensated Absences	11,143	10,930
Refundable Deposits	18,818	23,825
Total Current Liabilities	29,962	34,754
Long-Term Liabilities		
Landfill Postclosure Costs	84,000	88,000
Total Long-Term Liabilities	84,000	88,000
Total Liabilities	113,962	122,754
Retained Earnings	441,567	349,215
Total Liabilities and Fund Balance	\$ 555,529	\$ 471,969

Town of Mansfield
Solid Waste Disposal Fund
Comparative Statement of Revenues, Expenditures
and Changes in Fund Balance
December 31, 2014
(with comparative totals for December 31, 2013)

	Budget 2014/15	2015	2014
Revenues			
Transfer Station Fees	\$ 115,000	\$ 60,196	\$ 62,049
Garbage Collection Fees	1,011,500	550,830	494,765
Fee Waivers	-	3,169	-
Sale of Recyclables	8,000	2,179	2,419
Scrap Metals	6,000	3,545	5,895
Other Revenues	2,600	2,326	1,746
Total Revenues	1,143,100	622,246	566,875
Expenditures			
Hauler's Tipping Fees	151,300	62,143	62,965
Mansfield Tipping Fees	51,230	17,258	20,392
Wage & Fringe Benefits	285,755	135,442	132,293
Computer Software	4,320	4,440	4,260
Trucking Fee	39,140	19,880	11,052
Recycle Cost	16,900	4,643	24,849
Contract Pickup	458,890	208,948	160,213
Supplies & Services	31,390	8,156	8,894
Depreciation Expense	11,000	5,500	4,768
Hazardous Waste	17,500	-	-
Equipment Parts/Other	3,900	7,168	-
LAN/WAN Expenditures	10,000	5,000	10,000
Total Expenditures	1,081,325	478,578	439,686
Net Income (Loss)	61,775	143,669	127,189
Retained Earnings, July 1	297,898	297,898	222,026
Retained Earnings, Dec 31	\$ 359,673	\$ 441,567	\$ 349,215

Town of Mansfield
Health Insurance Fund
Balance Sheet
December 31, 2014
 (with comparative totals for December 31, 2013)

	2015	2014
Assets		
Cash and Cash Equivalents	\$ 1,965,554	\$ 3,862,858
Total Assets	1,965,554	3,862,858
Liabilities and Fund Balance		
Liabilities		
Accrued Medical Claims	440,000	409,500
Total Liabilities	440,000	409,500
Equity		
Net Contributed Capital	400,000	400,000
Retained Earnings	1,125,554	3,053,358
Total Equity	1,525,554	3,453,358
Total Liabilities and Retained Earnings	\$ 1,965,554	\$ 3,862,858

Town of Mansfield
Health Insurance Fund
Comparative Statement of Revenues, Expenditures
and Changes in Fund Balance
December 31, 2014
(with comparative totals for December 31, 2013)

	<u>2015</u>	<u>2014</u>
Revenues		
Premium Income	\$ 4,124,344	\$ 3,477,615
Interest Income	1,760	1,589
	<u>4,126,104</u>	<u>3,479,205</u>
Expenditures		
Payroll	69,119	66,976
Administrative Expenses	400,825	277,147
Medical Claims	4,679,886	3,134,875
Payment in Lieu of Insurance	39,865	71,183
Consultants	36,509	-
Employee Wellness	-	-
Medical Supplies	20,450	49,976
LAN/WAN Expenditures	5,000	10,000
	<u>5,251,654</u>	<u>3,610,157</u>
Net Income (Loss)	(1,125,550)	(130,952)
Retained Earnings, July 1	<u>2,651,105</u>	<u>3,584,310</u>
Fund Balance plus Cont. Capital, Dec 31	<u>\$ 1,525,554</u>	<u>\$ 3,453,358</u>

ANTHEM BLUE CROSS MONTHLY CLAIMS
FISCAL YEAR BASIS

MONTH	FY 02/03	FY 03/04	FY 04/05	FY 05/06	FY 06/07	FY 07/08	FY08/09	FY09/10	FY10/11	FY11/12	FY12/13	FY13/14	FY14/15	Average '92-'14	5 Yr. Average FY'10-'14
JULY	\$ 231,239	\$ 353,025	\$ 332,653	\$ 368,941	\$ 409,635	\$ 430,780	\$ 493,991	\$ 534,203	\$ 667,615	\$ 410,100	\$ 471,363	\$ 548,338	\$ 726,844	\$ 299,381	\$ 526,324
AUGUST	247,238	296,808	327,584	323,401	499,754	554,171	567,129	520,970	583,042	443,808	576,008	571,304	642,551	316,306	539,026
SEPTEMBER	257,491	323,667	302,399	298,440	415,053	430,908	438,495	438,428	320,452	475,683	386,452	438,160	807,550	271,233	411,835
OCTOBER	262,401	312,245	275,610	351,888	370,945	384,033	440,640	518,768	524,875	429,967	526,558	480,679	804,719	278,918	496,169
NOVEMBER	217,831	342,691	448,834	299,882	370,405	489,535	383,653	461,484	371,112	419,740	468,559	532,440	699,223	274,759	450,667
DECEMBER	190,532	415,554	358,577	343,209	427,447	436,589	358,543	368,522	502,648	451,734	429,097	488,762	962,302	279,312	448,153
JANUARY	333,923	342,476	358,256	356,891	364,331	508,001	454,813	389,841	497,371	461,600	596,583	684,680		312,380	526,015
FEBRUARY	331,286	340,298	305,259	492,485	527,867	629,924	521,301	497,159	550,094	480,989	525,952	678,239		341,437	546,487
MARCH	358,881	386,649	409,245	392,138	482,188	399,055	482,221	519,594	600,223	503,600	613,319	618,690		331,602	571,085
APRIL	259,835	402,093	443,382	321,969	484,465	476,056	473,587	517,452	513,677	461,016	512,034	588,271		312,442	518,490
MAY	387,515	391,287	387,104	383,505	562,876	516,518	511,932	346,650	398,403	557,547	662,586	522,070		329,088	497,451
JUNE	347,060	357,517	399,827	386,641	606,023	425,253	419,214	465,244	483,975	468,241	494,196	595,866		319,106	501,504
ANNUAL TOTAL	3,425,231	4,264,309	4,348,731	4,319,389	5,520,987	5,680,824	5,545,518	5,578,314	6,013,488	5,564,023	6,262,708	6,747,500	4,643,189	3,665,965	6,033,207
MONTHLY AVG	\$ 285,436	\$ 355,359	\$ 362,394	\$ 359,949	\$ 460,082	\$ 473,402	\$ 462,127	\$ 464,860	\$ 501,124	\$ 463,669	\$ 521,892	\$ 562,292	\$ 773,865	\$ 305,497	\$ 502,767
% OF INCREASE	13.2%	24.5%	2.0%	-0.7%	27.8%	2.9%	-2.4%	0.6%	7.8%	-7.5%	12.6%	7.7%	37.6%	9.84%	4.24%

ANTHEM BLUE CROSS MONTHLY CLAIMS
ANNUAL BASIS

MONTH	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	Avg. '91- Present	5 Yr. Avg. '10-'14
JANUARY	\$ 251,986	\$ 333,923	\$ 342,476	\$ 358,256	\$ 356,891	\$ 364,331	\$ 508,001	\$ 454,813	\$ 389,841	\$ 497,371	\$ 461,600	\$ 596,583	\$ 684,680	\$ 303,478	\$ 526,015
FEBRUARY	267,614	331,286	340,298	305,259	492,485	527,867	629,924	521,301	497,159	550,094	480,989	525,952	678,239	330,003	546,487
MARCH	237,003	358,881	386,649	409,245	392,138	482,188	399,055	482,221	519,594	600,223	503,600	613,319	618,690	320,409	571,085
APRIL	342,562	259,835	402,093	443,382	321,969	484,465	476,056	473,587	517,452	513,677	461,016	512,034	588,271	301,744	518,490
MAY	276,117	387,515	391,287	387,104	383,505	562,876	516,518	511,932	346,650	398,403	557,547	662,586	522,070	317,723	497,451
JUNE	251,747	347,060	357,517	399,827	386,641	606,023	425,253	419,214	465,244	483,975	468,241	494,196	595,866	309,440	501,504
JULY	231,239	353,025	332,653	368,941	409,635	430,780	493,991	534,203	667,615	410,100	471,363	548,338	726,844	317,192	564,852
AUGUST	247,238	296,808	327,584	323,401	499,754	554,171	567,129	520,970	583,042	443,808	576,008	571,304	642,551	329,900	563,343
SEPTEMBER	257,491	323,667	302,399	298,440	415,053	430,908	438,495	438,428	320,452	475,683	386,452	438,160	807,550	293,580	485,659
OCTOBER	262,401	312,245	275,610	351,888	370,945	384,033	440,640	518,768	524,875	429,967	526,558	480,679	804,719	300,827	553,360
NOVEMBER	217,831	342,691	448,834	299,882	370,405	489,535	383,653	461,484	371,112	419,740	468,559	532,440	699,223	292,445	498,215
DECEMBER	190,532	415,554	358,577	343,209	427,447	436,589	358,543	368,522	502,648	451,734	429,097	488,762	962,302	307,770	566,909
ANNUAL TOTAL	3,033,761	4,062,490	4,265,977	4,288,835	4,826,866	5,753,767	5,637,258	5,705,441	5,705,685	5,674,774	5,791,031	6,464,352	8,331,006	3,724,510	6,393,370
MONTHLY AVG	\$ 252,813	\$ 338,541	\$ 355,498	\$ 357,403	\$ 402,239	\$ 479,481	\$ 469,772	\$ 475,453	\$ 475,474	\$ 472,898	\$ 482,586	\$ 538,696	\$ 694,251	\$ 310,376	\$ 532,781
% OF INCREASE	13.02%	33.91%	5.01%	0.54%	12.54%	19.20%	-2.02%	1.21%	0.00%	-0.54%	2.05%	11.63%	28.88%	11.23%	8.40%

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Town of Mansfield
Workers' Compensation Fund
Balance Sheet
December 31, 2014
 (with comparative totals for December 31, 2013)

	2015	2014
Assets		
Cash and Cash Equivalents	\$ <u>(67,384)</u>	\$ <u>129,220</u>
Total Assets	<u><u>(67,384)</u></u>	<u><u>129,220</u></u>
Liabilities and Fund Balance		
Liabilities		
Accounts Payable	<u>-</u>	<u>-</u>
Total Liabilities	<u>-</u>	<u>-</u>
Retained Earnings	<u>(67,384)</u>	<u>129,220</u>
Total Liabilities and Fund Balance	<u><u>\$ (67,384)</u></u>	<u><u>\$ 129,220</u></u>

Town of Mansfield
Workers' Compensation Fund
Comparative Statement of Revenues, Expenditures
and Changes in Fund Balance
December 31, 2014
 (with comparative totals for December 31, 2013)

	<u>Budget</u> <u>2014/15</u>	<u>2015</u>	<u>2014</u>
Revenues			
Premium Income	\$ 495,020	\$ 251,030	\$ 480,530
CIRMA Equity Distribution	-	-	19,135
Total Revenues	<u>495,020</u>	<u>251,030</u>	<u>499,665</u>
Expenditures			
Workers' Compensation Insurance	<u>495,020</u>	<u>331,801</u>	<u>379,616</u>
Total Expenditures	<u>495,020</u>	<u>331,801</u>	<u>379,616</u>
Net Income (Loss)	-	(80,771)	120,049
Retained Earnings, July 1	<u>13,387</u>	<u>13,387</u>	<u>9,171</u>
Retained Earnings, Dec 31	<u>\$ 13,387</u>	<u>\$ (67,384)</u>	<u>\$ 129,220</u>

Town of Mansfield
Management Services Fund
Balance Sheet
December 31, 2014
(with comparative totals for December 31, 2013)

	<u>2015</u>	<u>2014</u>
Current Assets		
Cash and Cash Equivalents	\$ 2,044,959	\$ 1,770,698
Due From Region/Town	100,000	-
Accounts Receivable, net	32,266	-
Inventory	<u>11,600</u>	<u>9,701</u>
Total Current Assets	<u>2,188,825</u>	<u>1,780,400</u>
Fixed Assets		
Land	145,649	145,649
Buildings	226,679	226,679
Office Equipment	2,391,888	2,092,630
Construction in Progress	-	104,653
Less: Accumulated Depreciation	<u>(1,396,964)</u>	<u>(1,134,464)</u>
Total Fixed Assets	<u>1,367,252</u>	<u>1,435,147</u>
Total Assets	<u><u>3,556,077</u></u>	<u><u>3,215,547</u></u>
Liabilities and Retained Earnings		
Liabilities		
Accounts Payable	1,117,159	-
Lease Purchase Payable	<u>-</u>	<u>-</u>
Total Liabilities	<u>1,117,159</u>	<u>-</u>
Equity		
Contributed Capital	146,000	146,000
Retained Earnings	<u>2,292,918</u>	<u>3,069,547</u>
Total Equity	<u>2,438,918</u>	<u>3,215,547</u>
Total Liabilities and Fund Balance	<u><u>\$ 3,556,077</u></u>	<u><u>\$ 3,215,547</u></u>

Town of Mansfield
Management Services Fund
Estimated Statement of Revenues, Expenditures
and Changes in Retained Earnings
December 31, 2014

	Budget 2014/15	Actual 2014/15	Variance Favorable (Unfavorable)
Revenues			
Mansfield Board of Education	\$ 115,350	\$ 56,210	\$ 59,140
Region 19	112,420	31,035	81,385
Town of Mansfield	10,610	5,305	5,305
Communication Service Fees	222,750	56,712	166,038
Copier Service Fees	210,000	105,255	104,745
Energy Service Fees	1,716,220	872,990	843,230
Rent	72,450	36,225	36,225
Rent - Telecom Tower	160,000	85,979	74,021
Sale of Supplies	57,000	22,832	34,168
CNR Fund	200,000	192,500	7,500
Health Insurance Fund	10,000	5,000	5,000
Solid Waste Fund	10,000	5,000	5,000
Sewer Operating Fund	3,000	1,500	1,500
Postal Charges	87,140	-	87,140
USF Credits	28,340	31,643	(3,303)
Other	-	-	-
Total Revenues	<u>3,015,280</u>	<u>1,508,186</u>	<u>1,507,094</u>
Expenditures			
Salaries & Benefits	428,270	213,167	215,103
Training	8,750	400	8,350
Repairs & Maintenance	32,950	4,982	27,968
Professional & Technical	27,750	3,360	24,390
Insurance	-	2,533	(2,533)
System Support	121,420	83,053	38,367
Copier Maintenance Fees	80,000	104,271	(24,271)
Communication Equipment	198,774	167,786	30,988
Supplies and Software Licensing	15,300	24,148	(8,848)
Equipment	163,000	116,819	46,181
Postage	73,000	41,558	31,442
Energy	1,834,000	892,440	941,560
Miscellaneous	74,520	69,126	5,394
Sub-Total Expenditures	<u>3,057,734</u>	<u>1,723,642</u>	<u>1,334,092</u>
Depreciation	205,030	102,515	102,515
Equipment Capitalized	(163,000)	(116,819)	(46,181)
Total Expenditures	<u>3,099,764</u>	<u>1,709,338</u>	<u>1,390,426</u>
Net Income (Loss)	(84,484)	(201,152)	116,668
Retained Earnings, July 1	2,640,070	2,640,070	-
Retained Earnings, Dec 31	<u>\$ 2,555,586</u>	<u>\$ 2,438,918</u>	<u>\$ 116,668</u>

Town of Mansfield
Transit Services Fund
Balance Sheet
December 31, 2014
 (with comparative totals for December 31, 2013)

	<u>Parking Garage 2015</u>	<u>Intermodal Center 2015</u>	<u>WRTD 2015</u>	<u>Total 2015</u>	<u>Total 2014</u>
Assets					
Cash and Cash Equivalents	\$ (351)	\$ 64,222	\$ 8,883	\$ 72,754	\$ 132,107
Accounts Receivable	288,264	-	-	288,264	-
Infrastructure	11,171,404	2,331,451	-	13,502,855	11,171,404
Accum Depr -Infrastructure	(496,507)	-	-	(496,507)	(248,253)
Construction In Progress	-	-	-	-	662,830
Total Assets	<u>10,962,811</u>	<u>2,395,673</u>	<u>8,883</u>	<u>13,367,367</u>	<u>11,718,088</u>
Liabilities and Fund Balance					
Liabilities					
Accounts Payable	-	-	-	-	-
Total Liabilities	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fund Balance	<u>10,962,811</u>	<u>2,395,673</u>	<u>8,883</u>	<u>13,367,367</u>	<u>11,718,088</u>
Total Liabilities and Fund Balance	<u>\$ 10,962,811</u>	<u>\$ 2,395,673</u>	<u>\$ 8,883</u>	<u>\$ 13,367,367</u>	<u>\$ 11,718,088</u>

Town of Mansfield
Transit Services Fund - Nash Zimmer Transportation Center
Comparative Statement of Revenues, Expenditures
and Changes in Fund Balance
December 31, 2014
(with comparative totals for December 31, 2013)

	Adopted Budget 2015	Amended Budget 2015	Parking Garage 2015	Intermodal Center 2015	WRTD 2015	Total 2015	Percent of Adopted Budget	Total 2014
Revenues								
Transient Fees	\$ 59,512	\$ 59,512	\$ 53,390	\$ -	\$ -	\$ 53,390	90%	\$ 29,623
Monthly Fees	330,613	330,613	150,620	-	-	150,620	46%	187,434
Violation Revenue	12,043	12,043	924	-	-	924	8%	-
Misc Revenue	-	-	3,925	-	-	3,925	#DIV/0!	2,613
Rental Income	14,400	14,400	-	16,200	-	16,200	113%	-
Total Revenues	416,568	416,568	208,859	16,200	-	225,059	54%	219,670
Expenditures								
Salaries & Wages	136,055	136,055	57,674	4,315	-	61,989	46%	35,815
Benefits	17,255	17,255	6,454	145	-	6,599	38%	40,246
Dial-A-Ride	41,210	41,210	-	-	41,212	41,212	100%	-
Utilities	40,742	40,742	3,294	-	-	3,294	8%	24,864
WRTD - Windham Reg Transit District	34,720	34,720	-	-	34,718	34,718	100%	-
WRTD - Pre-Paid Fare	24,230	24,230	-	-	15,350	15,350	63%	-
Cleaning & Maintenance Service	46,379	46,379	15,648	9,000	-	24,648	53%	4,776
WRTD - Disable Transport	17,400	17,400	-	-	17,397	17,397	100%	-
Management Fee	15,816	15,816	7,736	-	-	7,736	49%	7,589
Phone Service	11,016	11,016	5,507	-	-	5,507	50%	2,445
Insurance	8,772	8,772	3,760	6,124	-	9,884	113%	3,856
Snow Removal	7,559	7,559	-	-	-	-	0%	-
Electric	5,500	5,500	-	31,846	-	31,846	579%	-
Natural Gas	5,500	5,500	-	1,467	-	1,467	27%	-
Credit Card Fees	3,012	3,012	2,693	-	-	2,693	89%	1,455
Office Supplies	4,948	4,948	4,689	155	-	4,844	98%	743
Professional & Technical Services	25,720	25,720	2,129	2,346	-	4,475	17%	2,514
Advertising	3,016	3,016	-	-	-	-	0%	-
Contingency	2,000	2,000	-	-	-	-	0%	-
Security	1,176	1,176	105	-	-	105	9%	1,022
Uniforms	1,080	1,080	551	-	-	551	51%	355
Equipment Expense	1,020	1,020	-	-	-	-	0%	-
LAP Deductible	1,000	1,000	-	-	-	-	0%	-
Printing & Binding	1,000	1,000	-	-	-	-	0%	-
Cable TV Service	1,000	1,000	-	498	-	498	50%	-
License and Fees	1,000	1,000	-	-	-	-	0%	480
Miscellaneous	876	876	199	-	-	199	23%	35
Incentive Fee	-	-	2,317	-	-	2,317	#DIV/0!	3,058
Building Repairs	-	-	-	281	-	281	#DIV/0!	-
Total Expenditures	459,002	459,002	112,756	56,178	108,677	277,612	60%	99,253
Operating Transfers								
Transfer In - General Fund	117,560	117,560	-	-	117,560	117,560	100%	-
Transfer In - Capital Projects Fund	100,000	100,000	-	100,000	-	100,000	100%	-
Total Operating Transfers	(241,442)	(241,442)	-	100,000	117,560	217,560	-90%	99,253
Excess (Deficiency) of Revenues	658,010	658,010	96,102	60,022	8,883	165,007	25%	120,417
Fund Balance, July 1	13,202,360	13,202,360	10,866,709	2,335,651	-	13,202,360	100%	11,597,671
Fund Balance plus Cont. Capital, Dec 31	\$ 13,860,370	\$ 13,860,370	\$ 10,962,811	\$ 2,395,673	\$ 8,883	\$ 13,367,367	96%	\$ 11,718,088

**Town of Mansfield
Cemetery Fund
Balance Sheet
December 31, 2014**
(with comparative totals for December 31, 2013)

	2015	2014
Assets		
Cash and Cash Equivalents	\$ (168,394)	\$ (159,421)
Investments	445,514	406,538
Total Assets	277,120	247,117
Liabilities and Fund Balance		
Liabilities		
Accounts Payable	-	-
Total Liabilities	-	-
Fund Balance		
Reserve for Perpetual Care	250,000	250,000
Reserve for Non-Expendable Trust	1,200	1,200
Unreserved	25,920	(4,083)
Total Fund Balance	277,120	247,117
Total Liabilities and Fund Balance	\$ 277,120	\$ 247,117

**Town of Mansfield
Cemetery Fund
Comparative Statement of Revenues, Expenditures
and Changes in Fund Balance
December 31, 2014
(with comparative totals for December 31, 2013)**

	<u>Budget 2014/15</u>	<u>2015</u>	<u>2014</u>
Revenues			
Investment Income	\$ 11,000	\$ 12,645	\$ 5,806
Unrealized Gain/Loss on Investments	5,000	(286)	(3,231)
Sale of Plots	2,400	3,600	2,100
Total Revenues	<u>18,400</u>	<u>15,959</u>	<u>4,675</u>
Operating Transfers			
Transfer from General Fund	36,000	18,000	-
Total Operating Transfers	<u>36,000</u>	<u>18,000</u>	<u>-</u>
Total Rev & Oper Transfers	<u>54,400</u>	<u>33,959</u>	<u>4,675</u>
Expenditures			
Salaries	5,200	2,562	2,542
Cemetery Maintenance	10,000	7,384	16,202
Mowing Service	18,750	7,405	12,175
Total Expenditures	<u>33,950</u>	<u>17,352</u>	<u>30,919</u>
Excess (Deficiency) of Revenues	20,450	16,607	(26,244)
Fund Balance, July 1	260,513	260,513	273,361
Fund Balance, Dec 31	<u>\$ 280,963</u>	<u>\$ 277,120</u>	<u>\$ 247,117</u>

Town of Mansfield
Investment Pool
December 31, 2014

	<u>Market Value June 30, 2014</u>	<u>Market Value Sep 30, 2014</u>	<u>Market Value Dec 31, 2014</u>	<u>Market Value Mar 31, 2015</u>	<u>Market Value June 30, 2015</u>	<u>Fiscal 14/15 Change In Value</u>
Stock Funds						
Fidelity Investments						
Select Utilities Growth	\$ 79,071.42	\$ 75,695.43	\$ 80,261.92	\$	\$	1,190.50
Total Stock Funds	<u>79,071.42</u>	<u>75,695.43</u>	<u>80,261.92</u>			<u>1,190.50</u>
Bond Funds						
Wells Fargo Advantage						
Wells Fargo Income Plus - Inv	73,171.26	73,121.81	74,396.77			1,225.51
T. Rowe Price						
U.S. Treasury Long	83,591.61	85,666.60	92,352.37			8,760.76
People's Securities						
U.S. Treasury Ntoes	67,003.82	67,012.39	67,021.88			18.06
Vanguard Investments						
GNMA Fund	363,042.08	364,133.57	370,846.69			7,804.61
Total Bond Funds	<u>586,808.77</u>	<u>589,934.37</u>	<u>604,617.71</u>			<u>17,808.94</u>
Cash						
Bank of America						
Money Market Reserves						
Total Cash						
Total Investments	<u>\$ 665,880.19</u>	<u>\$ 665,629.80</u>	<u>\$ 684,879.63</u>	<u>\$</u>	<u>\$</u>	<u>\$ 18,999.44</u>

**Town of Mansfield
Investment Pool
December 31, 2014**

	<u>Equity Percentage</u>	<u>Equity In Investments</u>
Cemetery Fund	65.050%	445,514.20
School Non-Expendable Trust Fund	0.092%	630.09
Compensated Absences Fund	34.858%	238,735.34
 Total Equity by Fund	 100.000%	 <u>684,879.63</u>

<u>Investments</u>	<u>Market Value</u>
<u>Stock Funds:</u>	
Fidelity - Select Utilities Growth	80,261.92
 Sub-Total Stock Funds	 <u>80,261.92</u>
 <u>Bond Funds:</u>	
Wells Fargo Advantage -Income Plus	74,396.77
T. Rowe Price - U. S. Treasury Long-Term	92,352.37
People's Securities, Inc. - U.S. Treasury Notes	67,021.88
Vanguard - GNMA Fund	370,846.69
 Sub-Total Bond Funds	 <u>604,617.71</u>
 Total Investments	 <u>684,879.63</u>

<u>Allocation</u>	<u>Amount</u>	<u>Percentage</u>
Stocks	80,261.92	11.72%
Bonds	604,617.71	88.28%
 Total Investments	 <u>684,879.63</u>	 <u>100.00%</u>

Eastern Highlands Health District
General Fund
Balance Sheet
December 31, 2014
 (with comparative totals for December 31, 2013)

	<u>2015</u>	<u>2014</u>
Assets		
Cash and Cash Equivalents	\$ <u>327,197</u>	\$ <u>305,980</u>
Total Assets	<u><u>327,197</u></u>	<u><u>305,980</u></u>
Liabilities and Fund Balance		
Liabilities		
Accounts Payable	<u>-</u>	<u>-</u>
Total Liabilities	<u>-</u>	<u>-</u>
Fund Balance	<u>327,197</u>	<u>305,980</u>
Total Liabilities and Fund Balance	<u><u>\$ 327,197</u></u>	<u><u>\$ 305,980</u></u>

**Eastern Highlands Health District
General Fund
Comparative Statement of Revenues, Expenditures
and Changes in Fund Balance
December 31, 2014
(with comparative totals for December 31, 2013)**

	Adopted Budget 2014/15	Amended Budget 2014/15	Percent of Adopted Budget		
			2015		2014
Revenues					
Member Town Contributions	\$ 390,840	\$ 390,840	\$ 195,421	50.0%	\$ 188,789
State Grants	149,860	149,860	149,857	100.0%	151,852
Septic Permits	32,030	32,030	23,035	71.9%	16,735
Well Permits	14,700	14,700	10,580	72.0%	6,900
Soil Testing Service	31,500	31,500	19,995	63.5%	15,755
Food Protection Service	61,430	61,430	7,040	11.5%	7,531
B100a Reviews	26,250	26,250	14,420	54.9%	13,755
Septic Plan Reviews	26,460	26,460	16,080	60.8%	14,575
Other Health Services	5,990	5,990	1,144	19.1%	541
Appropriation of Fund Balance	27,099	27,099	-	0.0%	-
Total Revenues	<u>766,159</u>	<u>766,159</u>	<u>437,571</u>	<u>57.1%</u>	<u>416,433</u>
Expenditures					
Salaries & Wages	569,920	569,920	256,763	45.1%	268,136
Grant Deductions	(78,185)	(78,185)	(25,405)	32.5%	(51,991)
Benefits	184,479	184,479	88,389	47.9%	78,988
Miscellaneous Benefits	6,590	6,590	2,879	43.7%	2,963
Insurance	15,800	15,800	7,981	50.5%	1,654
Professional & Technical Services	16,200	16,200	6,796	41.9%	422
Other Purchased Services	41,905	41,905	17,463	41.7%	21,901
Other Supplies	8,000	8,000	2,525	31.6%	3,244
Equipment - Minor	1,450	1,450	135	9.3%	388
Total Expenditures	<u>766,159</u>	<u>766,159</u>	<u>357,525</u>	<u>46.7%</u>	<u>325,703</u>
Operating Transfers					
Transfer to CNR Fund	-	-	-	0.0%	140,000
Total Exp & Oper Trans	<u>766,159</u>	<u>766,159</u>	<u>357,525</u>	<u>46.7%</u>	<u>465,703</u>
Excess (Deficiency) of Revenues	-	-	80,047		(49,270)
Fund Balance, July 1	<u>247,151</u>	<u>247,151</u>	<u>247,151</u>		<u>355,251</u>
Fund Balance plus Cont. Capital, Dec 31	<u>\$ 247,151</u>	<u>\$ 247,151</u>	<u>\$ 327,198</u>		<u>\$ 305,981</u>

Eastern Highlands Health District
Capital Non-Recurring Fund
Balance Sheet
December 31, 2014
(with comparative totals for December 31, 2013)

	2015	2014
Assets		
Cash and Cash Equivalents	\$ 210,415	\$ 277,549
Total Assets	210,415	277,549
Liabilities and Fund Balance		
Liabilities		
Accounts Payable	-	-
Total Liabilities	-	-
Fund Balance	210,415	277,549
Total Liabilities and Fund Balance	\$ 210,415	\$ 277,549

Eastern Highlands Health District
Capital Non-Recurring Fund
Comparative Statement of Revenues, Expenditures
and Changes in Fund Balance
December 31, 2014
 (with comparative totals for December 31, 2013)

	2015	2014
Revenues		
State Grants	\$ -	\$ -
Total Revenues	-	-
Operating Transfers		
General Fund	-	148,752
Total Operating Transfers	-	148,752
Total Rev & Oper Trans	-	148,752
Expenditures		
Professional & Technical Services	-	12,380
Vehicles	-	-
Office Equipment	41,001	-
Total Expenditures	41,001	12,380
Excess (Deficiency) of Revenues	(41,001)	136,372
Fund Balance, July 1	251,416	141,177
Fund Balance plus Cont. Capital, Dec 31	\$ 210,415	\$ 277,549

Mansfield Downtown Partnership
Statement of Financial Position
December 31, 2014
(with comparative totals for December 31, 2013)

	<u>2015</u>	<u>2014</u>
Assets		
Cash & Cash Equivalents	\$ 169,455	\$ 419,116
Accounts Receivable	<u>-</u>	<u>900</u>
Total Assets	<u><u>169,455</u></u>	<u><u>420,016</u></u>
Liabilities		
Accounts Payable	<u>-</u>	<u>-</u>
Total Liabilities	<u><u>-</u></u>	<u><u>-</u></u>
Fund Balance		
Contributed Capital	51,440	51,440
Unreserved	<u>118,015</u>	<u>368,576</u>
Total Fund Balance	<u><u>169,455</u></u>	<u><u>420,016</u></u>
Total Liabilities and Fund Balance	<u><u>\$ 169,455</u></u>	<u><u>\$ 420,016</u></u>

Mansfield Downtown Partnership
Statement of Revenues, Expenditures and
Changes in Fund Balance

	Actual 2009/10	Actual 2010/11	Actual 2011/12	Actual 2012/13	Actual 2013/14	Adopted Budget 2014/15	Actual 12/31/14
Revenues							
Intergovernmental							
Mansfield General Fund/CNR	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 62,500
Uconn	125,000	125,000	125,000	125,000	125,000	125,000	-
Mansfield Capital Projects *	-	-	-	-	-	-	-
Leyland Share - Relocation	-	10,000	-	-	-	-	-
Membership Fees	20,199	16,983	16,778	17,463	19,680	15,000	815
Local Support	-	-	-	-	-	-	-
State Support	-	-	-	-	-	-	-
Contributions/Other	240	-	-	-	-	-	-
Total Revenues	<u>270,439</u>	<u>276,983</u>	<u>266,778</u>	<u>267,463</u>	<u>269,680</u>	<u>265,000</u>	<u>63,315</u>
Operating Expenditures							
Town Square Contribution	-	-	-	-	100,000	-	-
Salaries and Benefits	135,713	147,126	170,810	182,066	188,736	197,030	97,983
Professional & Technical	28,893	71,561	61,608	78,617	22,937	55,700	6,622
Office Rental	15,918	15,040	8,000	7,810	9,344	12,720	6,300
Insurance	1,724	1,715	1,747	1,545	2,950	3,380	3,780
Purchased Services	6,666	6,612	9,641	8,716	9,253	11,800	2,275
Supplies & Services	3,257	3,000	1,276	1,380	3,768	1,850	193
Contingency	-	-	-	-	-	21,465	-
Total Operating Expenditures	<u>192,171</u>	<u>245,054</u>	<u>253,082</u>	<u>280,134</u>	<u>336,989</u>	<u>303,945</u>	<u>117,153</u>
Operating Income/(Loss)	78,268	31,929	13,696	(12,671)	(67,309)	(38,945)	(53,838)
Fund Balance, July 1	<u>179,381</u>	<u>257,649</u>	<u>289,578</u>	<u>303,274</u>	<u>290,603</u>	<u>223,294</u>	<u>223,294</u>
Fund Balance, End of Period	<u>\$ 257,649</u>	<u>\$ 289,578</u>	<u>\$ 303,274</u>	<u>\$ 290,603</u>	<u>\$ 223,294</u>	<u>\$ 184,349</u>	<u>\$ 169,456</u>
Contribution Recap							
	Actual 2009/10	Actual 2010/11	Actual 2011/12	Actual 2012/13	Actual 2013/14	Adopted Budget 2014/15	Actual 12/31/14
Mansfield	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 62,500
Mansfield Capital Projects	-	-	-	-	-	-	-
UCONN	125,000	125,000	125,000	125,000	125,000	125,000	-
Total Contributions	<u>\$ 250,000</u>	<u>\$ 62,500</u>					

Town of Mansfield
Downtown Revitalization and Enhancement
Project #84120 through #84134
Estimated Statement of Revenues, Expenditures and
Changes in Fund Balance
Since Inception

	<u>Budget</u>	<u>Actual</u>
Operating Revenues		
Intergovernmental Revenues		
USDA Rural Development Grant	\$ 215,509	\$ 215,509
DECD STEAP Grants - I, II, III, IV	1,700,000	1,466,240
Urban Action Grant	2,500,000	808,059
DOT Grant # 77-217	1,172,800	-
Urban Action Grant/Rell	10,000,000	10,000,000
DOT Grant # 77-223	2,250,000	1,506,460
Federal Transit Authority (GHTD)	490,000	274,589
Omnibus Bill (DOT)	552,000	467,400
Federal Transit Authority (Bus Facility)	4,940,000	4,668,298
DECD Brownfield Remediation	450,000	437,517
Local Support (DECD grant)	115,640	55,535
Local Share - Bonds	302,000	302,000
Leyland Share (FTA Match & Other)	2,113,860	779,391
EDR Share	1,765,000	1,872,276
Town Square		1,020,694
Reserve	372,000	372,000
Other	-	257,762
Total Operating Revenues	<u>28,938,809</u>	<u>24,503,730</u>
Operating Expenditures		
Downtown Revitalization & Enhancement:		
Salaries - Temporary	-	174,435
Legal Services	226,847	241,677
Legal Services - DECD Contract	7,442	2,442
Contracted Services	285,884	66,247
Architects & Engineers	2,141,943	2,037,349
Demolition	930,460	949,631
Environmental Remediation	70,022	341,805
Site Improvements	1,474,800	484,709
Construction Costs	21,152,318	20,444,945
Construction - Storrs Road	2,386,822	1,428,741
Construction - Walkway	222,271	222,271
Construction - Intermodal Center	-	1,525,667
Construction - Dog Lane/Village Street	-	89,844
Construction - Town Square	-	863,403
Other	40,000	2,514
Total Operating Expenditures	<u>28,938,809</u>	<u>28,875,681</u>
Revenues Over/(Under) Expenditures *	-	(4,371,951)
Fund Balance, July 1	<u>-</u>	<u>-</u>
Fund Balance, End of Period	<u>\$ -</u>	<u>\$ (4,371,951)</u>

* Due from other agencies (grants)

**Town of Mansfield
Serial Bonds Summary
Schools and Town
as of December 31, 2014**

	<u>Schools</u>	<u>Town</u>	<u>Total</u>
Balance at July 1, 2014	\$ 948,500	\$ 1,671,500	\$2,620,000
Issued During Period			
Retired During Period			-
Balance at December 31, 2014	<u>\$ 948,500</u>	<u>\$ 1,671,500</u>	<u>\$2,620,000</u>

Changes in Bonds and Notes Outstanding

	<u>Serial Bonds</u>	<u>BAN's</u>	<u>Promissory Note</u>	<u>Total</u>
Balance at July 1, 2014	\$2,620,000	\$ -	\$ -	\$2,620,000
Debt Issued				
Debt Retired				-
Balance at December 31, 2014	<u>\$2,620,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$2,620,000</u>

<u>Description</u>	<u>Original Amount</u>	<u>Payment Date</u>		<u>Bonds</u>	<u>BAN's</u>	<u>Total</u>
		<u>P & I</u>	<u>I</u>			
2004 Town Taxable Gen. Oblig Bond	\$2,590,000	6/01	12/01	\$ -		\$ -
2004 School General Oblig. Bond	940,000	6/01	12/01	-		-
2004 Town General Oblig. Bond	725,000	6/01	12/01	-		-
2011 Town General Oblig. Bond	1,485,000	3/15	9/15	1,365,250		1,365,250
2011 Town Sewer Purpose Bond	330,000	3/15	9/15	306,250		306,250
2011 School General Oblig. Bond	1,025,000	3/15	9/15	948,500		948,500
	<u>\$7,095,000</u>			<u>\$2,620,000</u>	<u>\$ -</u>	<u>\$2,620,000</u>

Town of Mansfield
Estimated Detail of Debt Outstanding
Schools and Town
As of December 31, 2014

	Original Amount	Estimated Balance 12/31/14
Schools:		
Consists of -		
2004 General Obligation Bonds:		
MMS IRC	\$ 940,000	\$ -
2011 General Obligation Bonds:		
MMS Heating Conversion	1,025,000	948,500
	1,965,000	948,500
Schools Outstanding Debt		
Town:		
Consists of -		
2004 Taxable General Obligation Bonds:		
Community Center	\$ 2,590,000	\$ -
2004 General Obligation Bonds:		
Library Renovations	725,000	-
2011 General Obligation Bonds:		
Community Center Air Conditioning	173,620	160,500
Hunting Lodge Road Bikeway	105,250	97,250
Salt Storage Shed	263,130	243,000
Storrs Rd/Flaherty Rd Streetscape Improvements	302,000	279,000
Various Equipment Purchases	93,000	80,500
Facility Improvements	40,000	35,000
Transportation Facility Improvements	130,000	120,500
Stone Mill Rd/Laurel Lane Bridge Replacements	378,000	349,500
2011 Sewer Purpose Obligation Bonds:		
Four Corners Sewer & Water Design	330,000	306,250
	5,130,000	1,671,500
Town Outstanding Debt		
Total Debt Outstanding	\$ 7,095,000	\$ 2,620,000

Town of Mansfield
Summary of Investments
December 31, 2014

Capital Projects Fund

Institution	Principal	Rate of Interest (%)	Date of Purchase	Date of Maturity	Accrued Interest @ 12/31/14
State Treasurer	\$ -	-	Various	Various	\$ -
Total Accrued Interest @ 12/31/14					\$ -
Interest Received 7/1/14 - 12/31/14					<u>-</u>
Total Interest, Capital Fund @ 12/31/14					<u><u>\$ -</u></u>

Health Insurance Fund

Institution	Principal	Rate of Interest	Date of Purchase	Date of Maturity	Accrued Interest @ 12/31/14
MBIA - Class	\$ 514,612	0.010	Various	Various	\$ 2
State Treasurer	\$ 2,495,129	0.140	Various	Various	\$ 200
Total Accrued Interest @ 12/31/14					\$ 202
Interest Received 7/1/14 - 12/31/14					<u>1,760</u>
Total Interest, Health Insurance Fund @ 12/31/14					<u><u>\$ 1,962</u></u>

All Other Funds

Institution	Principal	Rate of Interest	Date of Purchase	Date of Maturity	Accrued Interest @ 12/31/14
State Treasurer	\$ 11,962,403	0.140	Various	Various	\$ 2,000
Total Accrued Interest @ 12/31/14					\$ 2,000
Interest Received 7/1/14 - 12/31/14					<u>10,102</u>
Total Interest, General Fund, 12/31/14					<u><u>\$ 12,102</u></u>

Town of Mansfield
Memo

DATE: January 5, 2015
 To: Matt Hart, Town Manager
 Cherie Trahan, Director of Finance
 From: Christine Gamache, Collector of Revenue
 Subject: Amounts and % of Collections for 7/1/14 to 12/31/2014 comparable to 7/1/13 to 12/31/2013 and 7/1/12 to 12/31/2012

	GRAND LIST			PAID	% PAID	DELINQUENT	
	2013	ADJUSTMENTS	ADJUSTED LIST			BALANCE	% OPEN
RE	24,424,734	(5,175)	24,419,560	(15,485,030)	63.4%	8,934,529	36.8%
STORRS CENTER RE	530,658	73,328	603,986	(451,026)	74.7%	152,960	25.3%
PER	1,103,929	(1,811)	1,102,117	(721,556)	65.5%	380,561	34.5%
STORRS CENTER PP	45,487	1,375	46,862	(26,038)	55.6%	20,824	44.4%
MV	2,085,479	(37,507)	2,047,972	(1,921,183)	93.8%	126,789	6.2%
DUE	28,190,286	30,210	28,220,497	(18,604,834)	65.9%	9,615,663	34.1%
MVS	286,558	(56)	286,503	(40,116)		246,386	
TOTAL	28,476,845	30,154	28,506,999	(18,644,950)	65.4%	9,862,049	34.6%

PRIOR YEARS COLLECTION

July 1, 2014 to June 30, 2015

Suspense Collections	5,684	Suspense Interest Less Fees	6,924
Prior Years Taxes	276,618	Interest and Lien Fees	127,947
	<u>282,301</u>		<u>134,871</u>

	GRAND LIST			PAID	% PAID	DELINQUENT	
	2012	ADJUSTMENTS	ADJUSTED LIST			BALANCE	% OPEN
RE	24,454,815	(125,007)	24,329,808	(15,277,806)	62.8%	9,052,003	37.2%
STORRS CENTER RE	391,674	78,297	469,971	(322,218)	68.6%	147,753	31.4%
PER	1,043,126	(1,306)	1,041,820	(670,488)	64.4%	371,332	35.6%
MV	2,060,254	(29,638)	2,030,616	(1,862,711)	91.7%	167,904	8.3%
DUE	27,949,868	(77,654)	27,872,215	(18,133,223)	65.1%	9,738,992	34.9%
MVS	243,555	622	244,177	(37,977)	15.6%	206,200	84.4%
TOTAL	28,193,423	(77,032)	28,116,392	(18,171,200)	64.6%	9,945,192	35.4%

PRIOR YEARS COLLECTION

July 1, 2013 to June 30, 2014

Suspense Collections	9,616	Suspense Interest Less Fees	8,667
Prior Years Taxes	211,107	Interest and Lien Fees	92,885
	<u>220,723</u>		<u>101,552</u>

	GRAND LIST			PAID	% PAID	OPEN BALANCE	
	2011	ADJUSTMENTS	ADJUSTED LIST			BALANCE	% OPEN
RE	23,661,407	93,378	23,754,785	(14,641,422)	61.6%	9,113,363	38.4%
STORRS CENTER	54,160	96,243	150,403	(118,236)	78.6%	32,167	21.4%
PER	907,292	(3,277)	904,015	(557,855)	61.7%	346,160	38.3%
MV	1,995,020	(29,959)	1,965,061	(1,773,185)	90.2%	191,876	9.8%
DUE	26,617,880	156,385	26,774,265	(17,090,699)	63.8%	9,683,566	36.2%
MVS	253,072	(2,551)	250,521	(40,012)	16.0%	210,510	84.0%
TOTAL	26,870,952	153,834	27,024,786	(17,130,711)	63.4%	9,894,075	36.6%

PRIOR YEARS COLLECTION

July 1, 2012 to June 30, 2013

Suspense Collections	4,955	Suspense Interest Less Fees	4,034
Prior Years Taxes	148,864	Interest and Lien Fees	72,975
	<u>153,819</u>		<u>77,009</u>

The 2014-15 tax collection year is progressing ahead of the prior 2 years. This is partly due to the new year bills going out a week earlier which helped collections come in earlier. Prior year collections are moderately ahead of the last 2 years partly in due to the initiative to encourage past due accounts to pay at least something monthly to avoid further collection actions and the tax sale that was to be conducted in October.

Town of Mansfield
Capital Projects - Open Space
December 31, 2014

	Acreage	Total Budget	Expended Thru 6/30/2014	Current Year Expenditures	Estimated Unexpended Balance	Anticipated Grants
Expenditures Prior to 92/93	-	\$ 4,409,389	\$ 130,794	-	-	-
<u>UNALLOCATED COSTS:</u>						
Appraisal Fees - Various	-	-	42,166	-	-	-
Financial & Legal Fees	-	-	24,134	-	-	-
Survey, Inspections & Miscellaneous	-	-	9,402	57,878	-	-
Outdoor Maintenance	-	-	13,952	-	-	-
Major Additions - Improvements	-	-	3,000	-	-	-
Forest Stewardship-50' Cliff Preserve	-	-	3,852	-	-	-
Parks Coordinator	-	-	103,604	-	-	-
<u>PROPERTY PURCHASES:</u>						
Bassetts Bridge Rd Lots 1,2,3	8.23	-	128,439	-	-	-
Baxter Property	25.80	-	163,330	-	-	-
Bodwell Property	6.50	-	42,703	-	-	-
Boettiger, Orr, Parish Property	106.00	-	101,579	-	-	-
Dorwart Property	61.00	-	342,482	-	-	-
Dunnack Property	32.00	-	35,161	-	-	-
Eaton Property	8.60	-	162,236	-	-	-
Ferguson Property	1.19	-	31,492	-	-	-
Fesik Property	7.40	-	7,636	-	-	-
Hatch/Skinner Property	35.33	-	291,780	-	-	-
Holinko Property	18.60	-	62,576	-	-	-
Larkin Property	11.70	-	24,202	-	-	-
Laugardia Property - Dodd Rd.	-	-	5,700	-	-	-
Lion's Club Park	-	-	81,871	-	-	-
Malek Property	-	-	25,500	-	-	-
Marshall Property	17.00	-	17,172	-	-	-
McGregor Property	2.10	-	8,804	-	-	-
McShea Property	-	-	1,500	-	-	-
* Merrow Meadow Park Develop.	15.00	-	-	-	-	-
Morneau Property	-	-	4,310	-	-	-
Moss Property	134.50	-	100,000	-	-	-
Mulberry Road (Joshua's Trust)	5.90	-	12,500	-	-	-
Mullane Property (Joshua's Trust)	17.00	-	10,000	-	-	-
Olsen Property	59.75	-	104,133	-	-	-
Ossen - Birchwood Heights Property	-	-	500	-	-	-
Porter Property	6.70	-	135,466	-	-	-
Reed Property	23.70	-	69,527	-	-	-
Rich Property	102.00	-	283,322	-	-	-
Sibley Property	50.57	-	90,734	-	-	-
Swanson Property (Browns Rd)	29.00	-	64,423	-	-	-
Thompson/Swaney Prop. (Bone Mill)	-	-	1,500	-	-	-
Torrey Property	29.50	-	91,792	-	-	-
Vernon Property	3.00	-	31,732	-	-	-
Estate of Vernon - Property	68.41	-	257,996	-	-	-
Warren Property	6.80	-	24,638	-	-	-
Watts Property	23.50	-	92,456	-	-	-
	<u>916.78</u>	<u>\$ 4,409,389</u>	<u>\$ 3,240,096</u>	<u>\$ 57,878</u>	<u>\$ 1,111,415</u>	<u>\$ -</u>

Project Name		Breakdown of Expenditures of Prior to 92/93	
85105 - Local Funds 90/91 - 03/04	\$1,902,855	White Cedar Swamp - Purchase	\$50,000
85105 - Local Support June 15, 2001	5,000	Appraisal Fees	250
85105 - State Support - Rich Property	60,000	Financial Fees	5,457
85105 - State Support - Hatch/Skinner Property	126,000	Miscellaneous Costs	605
85105 - State Support - Olsen Property	50,000	Unidentifiable (Prior 89/90)	<u>74,478</u>
85105 - State Support - Vernon Property	113,000		
85105 - State Support - Dorwart Property	112,534		<u>\$130,790</u>
85114 - Bonded Funds	1,000,000		
85107 - Authorized Bonds 2010/11	<u>1,040,000</u>		
	<u>\$4,409,389</u>		

*The Merrow Meadow Park property was donated to us. Funds were expended to improve the property, supported partially by a State grant in the amount of \$63,600.

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

As of December 31, 2014

REVENUE:

TUITION REVENUE:

RECEIVED TO DATE	5,700.00	
OUTSTANDING RECEIVABLE	5,700.00	
TOTAL TUITION REVENUE	11,400.00	
 EXCESS COST & STATE AGENCY GRANT SERVICES FOR THE BLIND	 183,039.06	 * Capped at 86.47%
MEDICAID REIMBURSEMENT PROGRAM	21,652.14	
 TOTAL REVENUES		 216,091.20

EXPENDITURES:

INSTRUCTION PAYMENTS 112-61201-53101-52		
BUDGET		
ANTICIPATED EXPENDITURES	(145,955.05)	
	(145,955.05)	
 TUITION PAYMENTS 112-61600-xxxxx-52		
BUDGET	90,000.00	
ANTICIPATED EXPENDITURES	(251,108.25)	
	(161,108.25)	
 OCCUPATIONAL & PHYSICAL THERAPY 112-62104-xxxxx-52		
BUDGET	230,500.00	
ANTICIPATED EXPENDITURES	(244,031.34)	
	(13,531.34)	
 TRANSPORTATION 112-62802-53910-52		
BUDGET	150,000.00	
ANTICIPATED EXPENDITURES	(152,090.54)	
	(2,090.54)	
 TOTAL EXPENDITURES BALANCE - UNDER (OVER)		 (322,685.18)
 TOTAL BALANCE UNDER (OVER) BUDGET		 <u>(106,593.98)</u>

MAINTENANCE PROJECTS - CAPITAL 86260

Date	Project Description	Status	Paid	Encumbered	Total Estimated Project Cost	Account Balance
7/1/2012	12/13 Beginning Balance					101,587
6/30/2013	12/13 Ending Balance					(2,562)
7/1/2013	13/14 Appropriation \$35,000					32,438
20	Woodland Building & Renovations Tile - MCC	Completed	7,693	-	7,693	24,745
21	Bell/Simons Companies Compressor - Library	Completed	1,508	-	1,508	23,237
22	Woodland Building & Renovations Family Changing Room Shower-MCC	Completed	3,925	-	3,925	19,312
23	Mansfield Supply Senior Center A/C	Completed	238		238	19,073
24	SB Church Vinton well repairs	Cancel prior year encumbrance		(2,000)	(2,000)	21,073
25	Willimantic Winnelson Plumbing/Electrical supplies MCC Generator	Cancel prior year encumbrance		(2,500)	(2,500)	23,573
26	Overhead Door Repairs/Installation PW & Maint. Shop Doors	Cancel prior year encumbrance		(235)	(235)	23,808
27	Laroche Builders Gutters/Downspouts - Library	Completed	6,201		6,201	17,607
28	Professional Lock Security Locks for all schools	Reclassify to School Security Grant	(9,831)			27,438
29	Andert's Carpet Service Library	Cancel prior year encumbrance		(6,011)	(6,011)	33,449
30	Specialty Shop Cabinets and countertops Senior Center	Completed	6,200	-	6,200	27,249
31	Northeast Painters Painting dinning room Senior Center	Completed	1,910		1,910	25,339
32	Sherwin Williams Paint for Senior Center	Completed	504		504	24,835
33	Bell/Simons Companies A/C - Library	Completed	2,266		2,266	22,569
34	Granite City Community Center - Lights	Completed	354		354	22,215
35	O.L. Willard Senior Center - Painting Supplies	Completed	105		105	22,110
36	Home Depot Senior Center - Painting Supplies	Completed	28		28	22,082
37	Mansfield Supply Senior Center - Painting Supplies	Completed	85		85	21,998
6/30/2014	13/14 Ending Balance					21,998
7/1/2014	14/15 Appropriation \$15,000					36,998
38	Mansfield Supply Senior Center - Supplies	Completed	52		52	36,946
39	Mansfield Supply Senior Center - Plumbing Supplies	Completed	120		120	36,826
40	O.L. Willards Senior Center - Chair rail	Completed	125		125	36,701
41	Laroche Builders Dry Well Installation at FS#207	Completed	2,715		2,715	33,986
42	Willimantic Winnelson Supplies	Completed	22		22	33,964
43	Anderts Carpet Public Works flooring		2,757	4,740	7,497	26,468
44	O.L. Willard Library auditorium ceiling repairs			1,400	1,400	25,068
44	Willimantic Winnelson Town Hall/Sr Ctr Fountain repairs			1,909	1,909	23,158
45	Northeast Painters Engineering/Fire Marshal/Building Painting	Completed	2,570		2,570	20,588

Town of Mansfield
Revenue Summary by Source
December 31, 2014

Account and Description	Appropriation	Approp Adj	Debit Amounts	Credit Amounts	Ending Balance	%Recd	Activity
40101 Current Year Levy	\$ (27,144,714)	\$ -	\$ 24,299.79	\$ 18,629,152.65	\$ (8,539,861.14)	68.54	\$ 18,604,852.86
40102 Prior Year Levy	(175,000)	-	13,567.76	290,200.25	101,632.49	158.08	276,632.49
40103 Interest & Lien Fees	(135,000)	-	503.37	135,397.66	(105.71)	99.92	134,894.29
40104 Motor Vehicle Supplement	(165,000)	-	-	40,116.19	(124,883.81)	24.31	40,116.19
40105 Susp. Coll. Taxes - Trnsc.	(6,000)	-	13.65	5,697.19	(316.46)	94.73	5,683.54
40106 Susp. Coll. Int. - Trnsc.	(4,000)	-	-	6,924.10	2,924.10	173.10	6,924.10
40109 Collection Fees	-	-	-	1,132.00	1,132.00	-	1,132.00
40110 Current Yr Levy - Storrs Ctr	(1,273,290)	-	-	-	(1,273,290.00)	-	-
40111 Current Yr Levy - Storrs Ctr - Abatement	715,000	-	-	-	715,000.00	-	-
Total Taxes and Related Items	(28,188,004)	-	38,384.57	19,108,620.04	(9,117,768.53)	67.65	19,070,235.47
40201 Misc Licenses & Permits	(2,980)	-	15.00	1,816.00	(1,179.00)	60.44	1,801.00
40202 Sport Licenses	(300)	-	27.00	126.00	(201.00)	33.00	99.00
40203 Dog Licenses	(8,000)	-	(3,914.25)	1,050.75	(3,035.00)	62.06	4,965.00
40204 Conveyance Tax	(165,570)	-	2,122.50	115,734.71	(51,957.79)	68.62	113,612.21
40210 Subdivision Permits	(2,000)	-	-	1,950.00	(50.00)	97.50	1,950.00
40211 Zoning/Special Permits	(17,000)	-	-	5,098.00	(11,902.00)	29.99	5,098.00
40212 Zba Applications	(2,000)	-	-	400.00	(1,600.00)	20.00	400.00
40214 Iwa Permits	(2,750)	-	-	3,445.00	695.00	125.27	3,445.00
40224 Road Permits	(550)	-	-	1,195.00	645.00	217.27	1,195.00
40230 Building Permits	(200,000)	-	457.00	100,489.00	(99,968.00)	50.02	100,032.00
40231 Adm Cost Reimb-permits	(200)	-	-	98.00	(102.00)	49.00	98.00
40232 Housing Code Permits	(90,000)	-	-	51,595.00	(38,405.00)	57.33	51,595.00
40233 Housing Code Penalties	(1,100)	-	-	-	(1,100.00)	-	-
40234 Landlord Registrations	(2,000)	-	-	6,015.00	4,015.00	300.75	6,015.00
Total Licenses and Permits	(494,450)	-	(1,292.75)	289,012.46	(204,144.79)	58.71	290,305.21
40357 Social Serv Block Grant	(3,470)	-	-	885	(2,585)	25.50	885
Total Fed. Support Gov	(3,470)	-	-	885	(2,585)	25.50	885
40401 Education Assistance	(10,186,650)	-	-	2,546,664.00	(7,639,986.00)	25.00	2,546,664.00
40402 School Transportation	(120,790)	-	-	-	(120,790.00)	-	-
Total State Support Education	(10,307,440)	-	-	2,546,664.00	(7,760,776.00)	24.71	2,546,664.00
40451 Pilot - State Property	(6,957,610)	(237,500)	-	7,656,351.48	461,241.48	106.41	7,656,351.48
40454 Circuit Crt-parking Fines	(500)	-	-	400.00	(100.00)	80.00	400.00

Town of Mansfield
Revenue Summary by Source
December 31, 2014

Account and Description	Appropriation	Approp Adj	Debit Amounts	Credit Amounts	Ending Balance	%Recd	Activity
40455 Circuit Breaker	(50,920)	-	-	-	(50,920.00)	-	-
40456 Tax Relief For Elderly	(2,000)	-	-	52,550.55	50,550.55	2,627.53	52,550.55
40457 Library - Connecticard/ill	(13,790)	-	-	-	(13,790.00)	-	-
40458 Library - Basic Grant	(1,230)	-	-	-	(1,230.00)	-	-
40462 Disability Exempt Reimb	(1,200)	-	-	1,340.31	140.31	111.69	1,340.31
40465 Emerg Mgmt Performance Grant	(14,500)	-	39,786.00	39,866.50	(14,419.50)	0.56	80.50
40469 Veterans Reimb	(7,220)	-	-	6,626.00	(594.00)	91.77	6,626.00
40470 State Revenue Sharing	(6,430)	-	-	-	(6,430.00)	-	-
40485 State Support - Other	(312,770)	-	-	312,773.00	3.00	100.00	312,773.00
40494 Judicial Revenue Distribution	(9,000)	-	-	6,560.00	(2,440.00)	72.89	6,560.00
40551 Pilot - Senior Housing	-	-	17,722.00	22,182.54	4,460.54	-	4,460.54
Total State Support Gov	(7,377,170)	(237,500)	57,508.00	8,098,650.38	426,472.38	105.60	8,041,142.38
40605 Region 19 Financial Serv	(95,200)	-	-	47,600.00	(47,600.00)	50.00	47,600.00
40606 Health District Services	(27,400)	-	-	13,700.00	(13,700.00)	50.00	13,700.00
40610 Recording	(60,000)	-	482.00	30,021.00	(30,461.00)	49.23	29,539.00
40611 Copies Of Records	(12,100)	-	503.00	6,497.75	(6,105.25)	49.54	5,994.75
40612 Vital Statistics	(12,000)	-	20.00	6,062.00	(5,958.00)	50.35	6,042.00
40613 Sale Of Maps/regs	(100)	-	6,037.50	6,037.50	(100.00)	-	-
40620 Police Service	(96,000)	-	4.00	26,093.83	(69,910.17)	27.18	26,089.83
40622 Redemption/Release Fees	(1,000)	-	-	670.00	(330.00)	67.00	670.00
40625 Animal Adoption Fees	(900)	-	-	280.00	(620.00)	31.11	280.00
40641 FINES ON OVERDUE BOOKS	(9,800)	-	-	3,748.77	(6,051.23)	38.25	3,748.77
40644 PARKING PLAN REVIEW FEE	(500)	-	-	805.00	305.00	161.00	805.00
40650 Blue Prints	(200)	-	-	35.00	(165.00)	17.50	35.00
40656 Reg Dist 19 Grnds Mntnce	(17,300)	-	-	8,650.00	(8,650.00)	50.00	8,650.00
40663 Zoning Regulations	(100)	-	-	267.45	167.45	267.45	267.45
40671 Day Care Grounds Maintenance	(12,580)	-	-	6,290.00	(6,290.00)	50.00	6,290.00
40674 Charge for Services	(3,000)	-	-	1,845.76	(1,154.24)	61.53	1,845.76
40678 Celeron Sq Assoc Bikepath Main	(2,700)	-	-	2,700.00	-	100.00	2,700.00
40699 Fire Safety Code Fees	(20,000)	-	-	11,981.00	(8,019.00)	59.91	11,981.00
Total Charge for Services	(370,880)	-	7,046.50	173,285.06	(204,641.44)	45.00	166,238.56
40702 Parking Tickets - Town	(4,500)	-	-	1,268.65	(3,231.35)	28.19	1,268.65
40705 Town Parking Fines - Storrs Center	-	-	4,385.20	22,288.25	17,903.05	-	17,903.05
40710 Building Fines	(1,000)	-	-	500.00	(500.00)	50.00	500.00
40711 Landlord Registration Penalty	(90)	-	-	-	(90.00)	-	-

Town of Mansfield
Revenue Summary by Source
December 31, 2014

<u>Account and Description</u>	<u>Appropriation</u>	<u>Approp Adj</u>	<u>Debit Amounts</u>	<u>Credit Amounts</u>	<u>Ending Balance</u>	<u>%Reed</u>	<u>Activity</u>
40713 NUISANCE ORDINANCE	(8,000)	-	-	7,200.00	(800.00)	90.00	7,200.00
40715 Ordinance Violation Penalty	(1,380)	-	-	2,081.40	701.40	150.83	2,081.40
40716 Noise Ordinance Violation	(300)	-	-	-	(300.00)	-	-
40717 Possession Alcohol Ordinance	(20,000)	-	-	5,670.00	(14,330.00)	28.35	5,670.00
40718 Open Liquor Container Ordin	(10,000)	-	-	3,380.00	(6,620.00)	33.80	3,380.00
40719 Special Public Safety Service	-	-	750.00	750.00	-	-	-
Total Fines and Forfeitures	(45,270)	-	5,135.20	43,138.30	(7,266.90)	83.95	38,003.10
40804 Rent - Historical Soc	(2,000)	-	-	2,100.00	100.00	105.00	2,100.00
40807 Rent - Town Hall	(7,580)	-	-	50.00	(7,530.00)	0.66	50.00
40808 Rent - Senior Center	(100)	-	-	-	(100.00)	-	-
40817 Telecom Services Payment	(55,000)	-	85,979.49	85,979.49	(55,000.00)	-	-
40820 Interest Income	(25,000)	-	26.00	10,155.03	(14,870.97)	40.52	10,129.03
40824 Sale Of Supplies	(20)	-	-	3.00	(17.00)	15.00	3.00
40825 Rent - R19 Maintenance	(2,790)	-	-	1,395.00	(1,395.00)	50.00	1,395.00
40890 Other	(2,500)	-	26.00	2,464.30	(61.70)	97.53	2,438.30
Total Miscellaneous	(94,990)	-	86,031.49	102,146.82	(78,874.67)	16.97	16,115.33
40928 School Cafeteria	(2,550)	-	-	1,250	(1,300)	49.02	1,250.00
Total Operating Transfers In	(2,550)	-	-	-	(1,300)	49.02	1,250.00
Total 111 General Fund - Town	\$ (46,884,224)	\$ (237,500)	\$ 192,813.01	\$ 30,363,652.06	\$ (16,950,884.95)	64.00	\$ 30,170,839.05

Town of Mansfield
Expenditure Summary by Activity
December 31, 2014

<u>Account and Description</u>	<u>Appropriation</u>	<u>Approp Adj</u>	<u>Encumbrances</u>	<u>Expenditures</u>	<u>Remaining Balance</u>	<u>% Used</u>
General Government						
11100 Legislative	\$ 102,500	\$ -	\$ 180.00	\$ 75,427.07	\$ 26,892.93	73.76
12100 Municipal Management	222,460	6,490.00	120.00	120,234.98	108,595.02	52.57
12200 Human Resources	142,370	2,900.00	-	55,389.11	89,880.89	38.13
13100 Town Attorney	45,000	-	18,004.83	18,998.92	7,996.25	82.23
13200 Probate	7,010	-	-	7,009.52	0.48	99.99
14200 Registrars	50,320	(4,760.00)	-	15,904.31	29,655.69	34.91
15100 Town Clerk	223,770	7,020.00	8,894.90	114,564.10	107,331.00	53.49
15200 General Elections	22,900	-	-	18,287.28	4,612.72	79.86
16100 Finance Administration	123,630	4,250.00	-	63,469.82	64,410.18	49.63
16200 Accounting & Disbursements	168,740	5,390.00	120.00	91,621.66	82,388.34	52.69
16300 Revenue Collections	159,930	3,810.00	2,534.60	84,374.32	76,831.08	53.08
16402 Property Assessment	216,525	7,660.00	-	108,986.83	115,198.17	48.62
16510 Central Copying	39,000	-	-	19,683.84	19,316.16	50.47
16511 Central Services	34,000	-	61.98	4,926.63	29,011.39	14.67
16600 Information Technology	10,610	-	-	5,305.00	5,305.00	50.00
30900 Facilities Management	763,600	4,200.00	17,231.14	370,808.37	379,760.49	50.54
Total General Government	2,332,365	36,960.00	47,147.45	1,174,991.76	1,147,185.79	51.58
Public Safety						
21200 Police Services	1,310,130	1,070.00	914.47	76,436.14	1,233,849.39	5.90
21300 Animal Control	93,070	1,330.00	-	45,496.43	48,903.57	48.20
22101 Fire Prevention	145,900	3,170.00	10,802.60	77,312.46	60,954.94	59.11
22155 Fire & Emerg Services Admin	243,595	4,730.00	-	81,529.48	166,795.52	32.83
22160 Fire & Emergency Services	1,678,360	-	44,925.77	910,581.03	722,853.20	56.93
23100 Emergency Management	61,270	2,150.00	-	28,450.53	34,969.47	44.86
Total Public Safety	3,532,325	12,450.00	56,642.84	1,219,806.07	2,268,326.09	36.01
Public Works						
30100 Public Works Administration	87,260	4,890.00	-	68,353.95	23,796.05	74.18
30200 Supervision & Operations	121,980	190.00	792.00	60,534.28	60,843.72	50.20

Town of Mansfield
Expenditure Summary by Activity
December 31, 2014

<u>Account and Description</u>	<u>Appropriation</u>	<u>Approp Adj</u>	<u>Encumbrances</u>	<u>Expenditures</u>	<u>Remaining Balance</u>	<u>% Used</u>
30300 Road Services	725,070	31,420.00	875.00	387,272.74	368,342.26	51.31
30400 Grounds Maintenance	379,420	31,640.00	1,449.93	165,224.14	244,385.93	40.55
30600 Equipment Maintenance	538,410	6,630.00	12,440.64	259,539.13	273,060.23	49.90
30700 Engineering	201,660	(17,070.00)	1,939.50	95,870.25	86,780.25	52.99
Total Public Works	2,053,800	57,700.00	17,497.07	1,036,794.49	1,057,208.44	49.93
Community Services						
41200 Health Regulation & Inspection	123,750	-	-	-	123,750.00	-
42100 Adult & Administrative Services	340,400	8,410.00	190.00	147,582.15	201,037.85	42.37
42204 Youth Employment - Middle Sch	-	-	-	316.80	(316.80)	-
42210 Youth Services	172,050	1,030.00	-	82,002.44	91,077.56	47.38
42300 Senior Services	213,980	11,180.00	-	107,911.92	117,248.08	47.93
43100 Library Services	677,730	12,060.00	8,959.30	321,961.03	358,869.67	47.97
45000 Contributions To Area Agency	57,050	-	61,875.50	118,925.50	(123,751.00)	316.92
Total Community Services	1,584,960	32,680.00	71,024.80	778,699.84	767,915.36	52.53
Community Development						
30800 Building Inspection	177,270	(880.00)	300.00	91,371.90	84,718.10	51.97
30810 Housing Inspection	110,280	(10,520.00)	105.00	62,644.51	37,010.49	62.90
51100 Planning & Development	242,420	9,620.00	50.00	130,761.68	121,228.32	51.90
52100 Planning/Zoning Inland/Wetlnd	9,680	-	-	2,111.77	7,568.23	21.82
53100 Economic Development	11,220	-	-	247.50	10,972.50	2.21
58000 Boards and Commissions	6,400	-	-	724.90	5,675.10	11.33
Total Community Development	557,270	(1,780.00)	455.00	287,862.26	267,172.74	51.90
Town-Wide Expenditures						
71000 Employee Benefits	2,528,730	-	75,949.60	1,288,216.36	1,164,564.04	53.95
72000 Insurance (LAP)	143,200	-	33,919.15	101,494.07	7,786.78	94.56
73000 Contingency	200,900	(138,010.00)	-	-	62,890.00	-
Total Town-Wide Expenditures	2,872,830	(138,010.00)	109,868.75	1,389,710.43	1,235,240.82	54.83

Town of Mansfield
Expenditure Summary by Activity
December 31, 2014

<u>Account and Description</u>	<u>Appropriation</u>	<u>Approp Adj</u>	<u>Encumbrances</u>	<u>Expenditures</u>	<u>Remaining Balance</u>	<u>% Used</u>
Other Financing						
92000 Other Financing Uses	2,710,870	237,500.00	-	1,414,215.00	1,534,155.00	47.97
Total Other Financing	<u>2,710,870</u>	<u>237,500.00</u>	<u>-</u>	<u>1,414,215.00</u>	<u>1,534,155.00</u>	<u>47.97</u>
 Total 111 General Fund - Town	 <u>\$ 15,644,420</u>	 <u>\$ 237,500.00</u>	 <u>\$ 302,635.91</u>	 <u>\$ 7,302,079.85</u>	 <u>\$ 8,277,204.24</u>	 <u>47.88</u>



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant Town Manager; Cherie Trahan, Director of Finance
Date: February 9, 2015
Re: Comprehensive Annual Financial Report - FY 2013/14

Subject Matter/Background

Attached please find the Comprehensive Annual Financial Report (CAFR) for the year ended June 30, 2014, along with the State and Federal Single Audit Reports. The Finance Committee will review this item at its meeting on February 9, 2015.

Recommendation

If the Finance Committee wishes to recommend acceptance of the Comprehensive Annual Financial Report and State and Federal Single Audit Reports for the year ended June 30, 2014, the following motion would be in order:

Move, effective February 9, 2015, to accept the Comprehensive Annual Financial Report and State and Federal Single Audit Reports for the year ended June 30, 2014, as endorsed by the Finance Committee.

Attachments

- 1) Audit Communication Letter
- 2) Management Recommendation Letter
- 3) Comprehensive Annual Financial Report – Year Ended June 30, 2014 (www.MansfieldCT.gov)
- 4) State Single Audit Report – June 30, 2014 (www.MansfieldCT.gov)
- 5) Federal Single Audit Report – June 30, 2014 (www.MansfieldCT.gov)

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To the Town Council
Town of Mansfield, Connecticut

We have audited the financial statements of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the Town of Mansfield, Connecticut, for the year ended June 30, 2014. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards (and, if applicable, *Government Auditing Standards* and OMB Circular A-133), as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated June 17, 2014. Professional standards also require that we communicate to you the following information related to our audit.

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Town of Mansfield, Connecticut, are described in Note 1 to the financial statements. Management has adopted the provisions of GASB Statement No. 65, *Items Previously Recognized as Assets and Liabilities*, and GASB Statement No. 67, *Financial Reporting for Pension Plans*. We noted no transactions entered into by the governmental unit during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements were as follows:

Management's estimate of the net other post employment benefit (OPEB) asset is based on an actuarial valuation utilizing various assumptions and estimates approved by management.

Management's estimate of the useful lives of governmental activities and business-type activities capital assets, which are used in computing depreciation in the government-wide and proprietary fund financial statements.

Management's estimate of the allowance for doubtful accounts related to taxes receivable is based on certain historical data and currently known information.

We have evaluated the key factors and assumptions used to develop the above estimates in determining that they are reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent and clear. There were no sensitive disclosures affecting the financial statements.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditors' report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated December 27, 2014.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the governmental unit's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the governmental unit's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

With respect to the supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

This information is intended solely for the use of the Town Council and management of the Town of Mansfield, Connecticut, and is not intended to be and should not be used by anyone other than these specified parties.

Blum, Shapiro & Company, P.C.

West Hartford, Connecticut
December 27, 2014

BlumShapiro

Accounting | Tax | Business Consulting

To the Members of the Town Council
Town of Mansfield, Connecticut

In planning and performing our audit of the financial statements of the Town of Mansfield, Connecticut (the Town) as of and for the year ended June 30, 2014, in accordance with auditing standards generally accepted in the United States of America, we considered the Town's internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town's internal control.

We noted the following matters involving the internal control over financial reporting and its operation that we offer as constructive suggestions for your consideration as part of the ongoing process of modifying and improving accounting controls and administrative practices.

Capital Assets

During the performance of our audit procedures, it was noted that the Town reclassified a sizable value of construction in process that had been capitalized in prior years. This reclassification related to Storrs Center project costs that did not end up creating assets owned by the Town of Mansfield. While not capitalizable costs of the Town, these costs were incurred for the overall reconstruction and redevelopment of Storrs Center.

Recommendation - We recommend that the Town review its procedures over capital assets to ensure that only items that will be owned by the Town are included as capital asset additions, or within the construction in process account.

Accounts Payable

During the performance of our audit procedures, we noted two invoices for the capital projects fund that were for goods or services provided by June 30, 2014 that were not originally included as expenditures and accounts payable.

Recommendation - We recommend that the Town review its procedures over year end accruals to ensure that invoices are reviewed subsequent to year end and all material accruals are recorded.

Fraud Risk Assessment - Town and Board of Education

It is estimated that U.S. businesses, including municipalities, lose up to 7% of annual revenue to fraud. Municipalities are especially vulnerable due to the large amounts of cash collected in the tax collector's office, in addition to decentralized cash collection points such as transfer stations, student activities, recreation programs, etc. Although fraud may take many forms, asset misappropriation is the most common. Internally, fraudulent disbursements and inventory theft account for most asset misappropriation frauds. This type of fraud often goes undetected for several years. Current economic and business conditions have created an environment in which the risk of fraud has increased dramatically.

During the annual audit, we do obtain an understanding of the Town's and Board of Education's internal controls and assess the risk of fraud and whether or not the financial statements would be materially misstated due to these risks, however, an audit is designed to provide reasonable, but not absolute assurance. Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform an examination of all transactions, there is a risk that material misstatements or noncompliance or fraud may exist and not be detected by us, even though the audit is properly planned and performed in accordance with auditing standards generally accepted in the United States of America. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs.

During our discussions with management, we noted that both the Town and Board of Education has not performed a fraud risk assessment. The objectives of a Fraud Risk Assessment are to gather perceptions of fraud risk and to promote fraud awareness and prevention across the entity. The Fraud Risk Assessment process starts with the gathering of information on the population of fraud risks that may apply to the entity. This includes consideration of various types of possible fraud schemes, scenarios and opportunities to commit fraud. This information is then used to assess the relative likelihood and potential significance of identified fraud risk based on historical information, known fraud schemes and interviews with staff and management. A report is prepared documenting fraud risk within the entity and setting forth suggested policies and procedures to help prevent and detect fraud.

Recommendation - We recommend that the Town and Board of Education have a Fraud Risk Assessment performed. A Fraud Risk Assessment is designed to proactively identify fraud risk, pinpoint opportunities to reduce the cost of fraud, determine if adequate fraud prevention exists and to help create cost effective fraud prevention and detection policies and procedures.

Fraud Tip Line - Town and Board of Education

According to the *2014 Report to the Nations on Occupational Fraud and Abuse by the Association of Certified Fraud Examiners*, 42% of corruption cases are detected by tip. In contrast, management review, the second most common detection method for corruption cases, uncovered 16% of these schemes. External audits and reports from law enforcement accounted for far fewer discoveries of corruptions, just 3% and 2%, respectively, of these schemes. Additionally, of the whistleblower tips that led to the investigation of the cases, 49% of those tips came from an employee and another 15% came from an anonymous source.

Recommendation - We recommend that the Town and Board of Education consider instituting a formal whistleblower policy that includes a tip line for employees to report suspected fraud or inconsistencies.

This letter should be read in conjunction with our Independent Auditors' Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards* dated December 27, 2014.

This communication is intended solely for the information and use of management, members of the Town Council, others within the organization, and federal and state awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

Blum, Shapiro & Company, P.C.

West Hartford, Connecticut
December 27, 2014

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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; Mary Stanton, Town Clerk
Date: February 9, 2015
Re: Appointment of Subregistrar

Subject Matter/Background

Pursuant to Section 7-65 of the Connecticut General Statutes the Registrar of Vital Statistics may appoint, with your approval, a number of subregistrars who are empowered to issue burial transit and cremation permits during the hours that the Town Clerk's office is not open. Potter Funeral Home has changed ownership. The new owner, Mr. Glenn Robert Blumenstein, should be added to our list of appointed subregistrars for the town. If approved, Mr. Blumenstein will be sworn in and his term will be concurrent with the Clerk's, who serves as the Registrar of Vital Statistics for the Town.

Recommendation

If the Town Council concurs with this recommendation, the following resolution is in order:

Move, effective February 9, 2015, to appoint Mr. Glenn Robert Blumenstein of Potter Funeral Home as a subregistrar for the Town of Mansfield.

Attachments

- 1) M. Stanton re Appointment of Subregistrar
- 2) CGS §7-65

Memo

To: Mansfield Town Council
From: Mary Stanton, Registrar of Vital Statistics
Date: February 9, 2015
Re: Appointment of Subregistrar

Pursuant to Section 7-65 of the Connecticut General Statutes the Registrar of Vital Statistics may appoint, with your approval, a number of subregistrars who are empowered to issue burial transit and cremation permits during the hours that the Town Clerk's office is not open. Potter Funeral Home has changed ownership. The new owner Glenn Robert Blumenstein should be added to our list of appointed subregistrars for the town. If approved, Mr. Blumenstein will be sworn in and his term will be concurrent with the Clerk's, who serves as the Registrar of Vital Statistics for the Town.

Sec. 7-65. Removal, transit and burial permit.
Subregistrars. (a) The embalmer or funeral director licensed by the department, or licensed in a state having a reciprocal agreement on file with the department and complying with the terms of such agreement, who assumes custody of a dead body shall obtain a removal, transit and burial permit from the registrar of the town in which the death occurred or the town in which the embalmer or funeral director maintains a place of business not later than five calendar days after death, and prior to final disposition or removal of the body from the state. The embalmer or funeral director who assumes custody and control of the body and obtains a removal, transit and burial permit from the registrar of the town in which the embalmer or funeral director maintains a place of business shall be obligated to file the death certificate, in accordance with the provisions of section 7-62b, in person, through an electronic registry system or by certified mail, return receipt requested. The removal, transit and burial permit shall specify the place of burial or other place of interment and state that the death certificate and any other certificate required by law have been returned and recorded.

(b) A local registrar shall appoint not less than two suitable persons as subregistrars, who shall be authorized to issue removal, transit and burial permits and cremation permits for any death that occurs in such registrar's town, during the hours in which the office of the registrar of vital records is closed. The appointment of subregistrars shall be made in writing, with the approval of the selectmen of such town, and shall be made with reference to locality, to best accommodate the inhabitants of the town. Such subregistrars shall be sworn, and their term of office shall not extend beyond the term of office of the appointing registrar. The names of such subregistrars shall be reported to the Department of Public Health. The Chief Medical Examiner, Deputy Chief Medical Examiner and associate medical examiners shall be considered subregistrars of any town in which death occurs for the sole purpose of issuing removal, transit and burial permits.

(c) A subregistrar shall issue a removal, transit and burial permit upon receipt of a completed death certificate as provided in section 7-62b. A subregistrar shall forward any such certificate upon which a removal, transit and burial permit is issued to the registrar of the town where the death occurred, not later than seven days after receiving such certificate.

(d) The fee for such removal, transit and burial permit shall be paid to the town issuing the removal, transit and burial permit.

January 22, 2015

Mansfield Town Council
Audrey Beck Building
4 South Eagleville Rd.
Storrs, CT 06268

Re: Response to Town Councilor Questions Raised at Mansfield Town Council Meeting of January 12, 2015

Town Councilors:

During the Mansfield Town Council Meeting of January 12, 2015, certain members of the Mansfield Town Council (the "Council") expressed requests for additional information regarding the three nonprofit early childhood education centers (the "Nonprofit Centers") in the Town of Mansfield. This letter provides some of this additional information with respect to Community Children's Center, a Connecticut nonprofit nonstock corporation ("CCC").

Percentage of Operating Budget Represented by the UConn PSA

Councilor Kochenburger asked what portion of the operating budget the lost UConn PSA funds represent. Attached please find attached a summary pro forma operating budget showing the operating budget for CCC without the income from the UConn PSA. Income from the UConn PSA represents for approximately 8% of CCC's annual operating budget.

This operating budget summary may also provide Councilor Raymond with some additional information with respect to her request for a "business plan." CCC has an annual budgeting process and a long term planning process which we would be happy to discuss with the Council in executive session.

Percentage of Children that are Mansfield Residents

Councilor Wassmundt asked what percentage of children that are served by the Nonprofit Centers are Mansfield residents. Currently, approximately 65% of the children that attend CCC are Mansfield residents. We believe this percentage is consistent with the historical percentage of the children that attend CCC that are Mansfield residents, which we estimate fluctuates between approximately 65%-75%.

In reviewing our records, we encountered an interesting phenomenon that may be of interest to the Council: the percentage of children that are Mansfield residents when they first enroll at CCC is significantly lower than the percentage of children that are Mansfield residents when they leave CCC. In other words, a significant percentage of parents that enroll their children at CCC that live in other towns move to Mansfield while their children are enrolled at CCC. 24% of our current Mansfield families fall into this category, a figure we believe is consistent with historical performance.

There are many reasons why parents might desire move to Mansfield while their children are enrolled at CCC. One reason may be the positive connections to the Mansfield community that CCC engenders.

Community Children's Center
797 Mansfield City Road, Storrs, CT 06268

Nonprofit Designation

Community Children's Center has held a 501(c)(3) designation from the IRS since 1972. Please see designation letter attached.

If the Council has any additional questions about CCC or our request, along with the other two Nonprofit Centers, for Town funds to replace the lost income previously provided by the UConn PSAs, please feel free to contact me directly.

Sincerely,

Lisa Dahn
Executive Director

Encls.

CCC Summary Pro Forma Operating Budget
IRS 501©3 Determination Letter

Community Children's Center
797 Mansfield City Road, Storrs, CT 06268

Community Children's Center
Loss of UConn PSA - Pro Forma Budget
September 2014-August 2015
Executive Summary

Income	
Tuition (includes School Readiness grant)	\$230,664.00
Other	\$9,360.00
Total	\$240,024.00
Expense	
Facilities	\$39,494.00
Payroll	\$201,197.00
Insurance	\$6,000.00
Professional Expenses and Fees	\$3,124.00
Supplies	\$2,400.00
Other	\$825.00
Total	\$253,040.00
Net Income	(\$13061.00)

Address any reply to: BOS:EO:72-758

Department of the Treasury

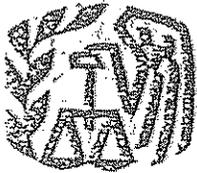
District Director
Internal Revenue Service

Date:

SEP 18 1972

In reply refer to:

AU:EO:EB



Community Children's Center
P.O. Box 108
Storrs, Connecticut 06268

This determination letter supersedes our letter dated June 29, 1972.

Gentlemen:

Based on information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code.

We have further determined you are not a private foundation within the meaning of section 509(a) of the Code, because you are an organization described in section 170(b)(1)(A)(ii).

You are not liable for social security (FICA) taxes unless you file a waiver exemption certificate as provided in the Federal Insurance Contributions Act. You are not liable for the taxes imposed under the Federal Unemployment Tax Act (FUTA).

Since you are not a private foundation, you are not subject to the excise taxes under Chapter 42 of the Code. However, you are not automatically exempt from other Federal excise taxes.

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes under sections 2055, 2106, and 2522 of the Code.

If your purposes, character, or method of operation is changed, you must let us know so we can consider the effect of the change on your exempt status. Also, you must inform us of all changes in your name or address.

If your gross receipts each year are normally more than \$5,000, you are required to file Form 990, Return of Organization Exempt From Income Tax, by the 15th day of the fifth month after the end of your annual accounting period. The law imposes a penalty of \$10 a day, up to a maximum of \$5,000, for failure to file a return on time.

You are not required to file Federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T. In this letter we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

You need an employer identification number even if you have no employees. If an employer identification number was not entered on your application, a number will be assigned to you and you will be advised of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

Please keep this determination letter in your permanent records.

Sincerely yours,

William E. Williams

WILLIAM E. WILLIAMS
District Director



January 29, 2015

Arthur A. Smith, Attorney at Law
28 Grand Street
Hartford, CT 06106

Dear Attorney Smith,

The University of Connecticut (UConn) received a copy of your letter to Governor Malloy expressing various concerns about the University's North Hillside Road (NHR) extension project. UConn's President Herbst has asked that we reply on her behalf.

Your letter raised a concern about compliance with a reporting requirement in one of the environmental permits UConn obtained for the construction of the NHR extension. The permit requires that regular inspections be completed to evaluate the construction site's soil erosion and sediment controls and that a monthly report summarizing these inspections be filed with the state Department of Energy & Environmental Protection (DEEP). These inspections, along with any follow-up maintenance, as needed, have been conducted by qualified inspectors since the start of construction in August 2014.

Because of an administrative oversight, we missed the monthly reporting deadline for inspections conducted over the first three months of the project. As soon as we realized this error, we compiled the monthly reports for the inspections conducted from August through November 2014 and submitted them to DEEP on December 22nd. Since then, UConn met with the contractors to review inspection and reporting procedures and has taken steps to ensure timely delivery of future monthly submissions to DEEP. Accordingly, the reports documenting the inspections conducted during the month of December were submitted to DEEP prior to the January 15th date specified in the permit.

You also mentioned a concern about UConn's timeliness in meeting a separate permit provision that requires us to execute and record a conservation agreement preserving approximately 101 acres of undeveloped land surrounding the NHR corridor. The provision established the following timeline for UConn's compliance: a) provide DEEP with a draft deed restriction within 90 days of the permit's issuance (12/9/13); b) execute and record the restriction on the land records within 30 days of DEEP's written approval of the final draft; and c) provide DEEP with a copy of the executed and recorded document within 120 days of DEEP's written approval of the final draft.

UConn has complied with this permit timeline. The draft of the restriction was submitted to DEEP's land acquisition and management staff on March 5, 2014, within the 90-day period and before any construction started in August. Negotiations on the specific proposed terms and conditions are ongoing as we work with DEEP staff to finalize this conservation agreement. Once a final draft is approved by DEEP, UConn will fulfill its obligations according to the above timeline.

In your letter, you also referenced a leak discovered in a natural gas pipeline beneath the roadway construction site. Connecticut Natural Gas Company (CNG) owns and operates a low pressure, natural gas distribution pipeline beneath an existing stretch of NHR. When the pipe was installed years ago, it included dead-end service laterals for potential future connections. The gas leak to which you refer is documented in a project incident report. We can provide you with a copy of that report if needed, but to summarize it: Call-Before-You-Dig was notified in advance of excavation along an existing section of NHR in order to install an electrical duct bank. Unfortunately, the aforementioned natural gas laterals, while properly installed and

Office of the Executive Vice President for
Administration and Chief Financial Officer
Office of Environmental Policy
31 LEDOYT ROAD, UNIT 3055
STORRS, CT 06269-3055
PHONE 860 486 5446
FAX 860 486 5477

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marked below grade, had not been field marked by CNG and, during the excavation, the contractor encountered, but did not damage, one of the unmarked laterals. Upon detected a hissing sound and an odor associated with natural gas, indicative of a preexisting leak, the contractor immediately notified CNG and the UConn Fire Department (UCFD). UCFD personnel were first responders on-site and also contacted CNG. CNG workers arrived promptly, sealed off the lateral from the distribution main and repaired the pipe. By contacting the fire department and the gas utility company, UConn's reporting requirements for this type of incident were fulfilled. Because the leak had been in a gaseous state, no further remedial action was required.

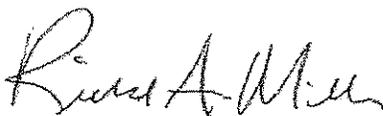
With respect to your concern about vernal pools, we are obligated and committed to preserving the vernal pools in the vicinity of the roadway construction. Our permit specifies the means by which these resources will be protected during and after construction, including:

- prohibiting construction within the vernal pools and critical terrestrial buffers around them;
- prohibiting construction near the vernal pools during amphibian breeding and migratory periods;
- designing wetlands crossings, including a 76-foot bridge and 40 ft. culvert, to avoid or minimize impacts to surrounding ecosystems and preserve migratory corridors for amphibians and other wildlife;
- establishing the aforementioned 101-acre conservation area, which abuts an existing 65-acre conservation area – this area encompasses and preserves a widespread complex of more than a dozen vernal pools; and
- conducting frequent soil erosion and sediment control inspections throughout the construction project, in conjunction with vernal pool monitoring pursuant to the project's Wetland Mitigation Plan.

Finally, in your letter, you also expressed a concern about blasting that occurred during excavation of the roadway for the NHR extension. UConn's construction contractor encountered bedrock in the roadway corridor approximately 300 feet north of the nearest vernal pool or wetlands. The University obtained a state blasting permit from the UConn Fire Marshal and the blasting sub-contractor followed the terms and conditions of that permit, as well as procedures specified by DOT. The blast was very well-controlled, limited in scope, and no more than one second in duration, thus had no impact on natural resources beyond the roadway corridor.

We hope this responds to the issues you have raised. The University's commitment to environmental stewardship will remain foremost throughout the development of the NHR extension, the UConn Tech Park on our North Campus, and the many capital improvement projects at our main campus as we continue to advance the state's vision for Next Generation Connecticut.

Sincerely,



Richard A. Miller, Esq.
Director, Office of Environmental Policy



Brian Gore, P.E., C.Eng.
Director of Project and Program Management
Architectural & Engineering Services

cc: Susan Herbst, President

Office of the Executive Vice President for
Administration and Chief Financial Officer
Office of Environmental Policy
31 LEDOYT ROAD, UNIT 3059
STORRS, CT 06269-3055
PHONE 860 486 5445
FAX 860 486 5477

An Equal Opportunity Employer



P.O. Box #182
 Willimantic, CT 06226
 January 24, 2015

**WINDHAM INVITATIONAL
 SPECIAL OLYMPICS
 SWIM MEET**

ORGANIZING COMMITTEE

- Adrienne Levine
- Ann Marie and Phillip Poudrier
- Beth Smith
- Charles Wynn
- Dean Vertefeuille
- Elli LeClaire
- Emily, Lisa and Marli Rasicot
- Erin Mainville
- Gary Rauchle
- Georgina Hendrick
- Geri White
- Greg Kane
- Jeannette Duff
- Jim, Marg and Jonathan Ciaglo
- Jim Mulcahy
- Karen Schenck
- Katharine Ferrone
- Linda Lewis
- Mary DeMarco
- Melissa Fontaine
- Michelle and Brandon Lorentz
- Michelle Fontaine
- Rich Ruef
- Sara Desso
- Tammy Ortiz
- Tom and Alan Piotrowski
- Yvonne Poudrier

Matthew Hart
 Town Manager
 4 South Eagleville
 Mansfield, CT 06250

Dear Mr. Hart,

You are cordially invited as an honored guest to attend the 36th Annual Windham Invitational Special Olympic Swim Meet Opening Ceremonies. The Swim Meet will take place at Windham High School in Willimantic, on Saturday, March 14, 2015.

A VIP table is set up in the hallway by the gymnasium entrance. If you are planning on attending please register there by 8:45 am. The Opening Ceremonies will begin at 9:00am.

Please respond either by email at tbtilat@yahoo.com or phone call 860-933-5414 by February 20, 2015 so that your name can be included in the printed program.

Hope you can be part of this exciting Special event.

Thank You!

Sincerely,

Beth Smith
 Organizing Committee

PAGE
BREAK



Elizabeth C. Paterson, Mayor

AUDREY P. BECK BUILDING
FOUR SOUTH EAGLEVILLE ROAD
MANSFIELD, CT 06268-2599
(860) 429-3330
Fax: (860) 429-6863

February 3, 2015

Ms. Laura Cruickshank
University Master Planner and Chief Architect
31 Ledoyt Road U-3038
Storrs, Connecticut 06269-3038

Subject: University of Connecticut Draft Campus Master Plan

Dear Ms. Cruickshank:

Thank you for providing the Town the opportunity to review the draft master plan for the Storrs Campus. As the state continues to invest in its flagship university, the preparation of this plan represents a significant step in managing and mitigating the impacts of growth on the surrounding community. The master plan provides a framework for future expansion and contains several positive elements for which the University should be commended, including:

- The focus on infill development as opposed to continuing past trends of expanding outward into the community;
- The preservation of open spaces and agricultural lands and the introduction of "woodland corridors" through campus to connect to open spaces on the eastern and western edges of the main campus;
- The commitment to housing 70% of undergraduate students on-campus;
- The strong emphasis on sustainability as the campus grows and changes;
- The focus on multi-modal transportation to reduce vehicle congestion on-campus and in the immediate vicinity;
- The identification of opportunities for additional housing and commercial development at the Depot Campus through a public-private partnership; and
- The potential for business growth in Mansfield as the campus expands and the technology park develops; and improvements to campus gateways on the edges of campus.

Since the release of the draft master plan in December, town advisory committees have held several meetings to discuss the proposed plan and the potential impacts on our community. UCONN staff's participation in these meetings has been incredibly helpful, and serves as a demonstration of the collaborative relationship that the Town and University continue to build and strengthen. The Mansfield Town Council and Planning and Zoning Commission (PZC) hereby endorse the comments offered by those committees, which are attached to this letter. Our Director of Planning and Development has also reviewed the draft plan and provided suggestions regarding technical corrections to the plan documents which will be submitted under separate cover.

The following comments identify the key concerns and issues for the Town Council and Planning and Zoning Commission, in addition to those identified by our advisory committees

- *Traffic and Transportation.* One of the primary concerns related to future university growth is the impact on local and regional transportation networks. The potential addition of 5,000 students over the next ten years and associated growth in staff and faculty will put further strain on already congested roadway networks and impact quality of life on local roads as motorists seek alternatives. While the master plan identifies some strategies such as additional park and ride lots and disincentives for parking on-campus, a stronger commitment is needed to improving alternative modes of transportation for students and faculty commuting to campus. Examples include incentives for staff and students using remote parking and/or alternate transportation; relocating administrative uses to the Depot Campus; partnering with local and regional transit service providers to expand connections between campus and other regional centers; investment in off-campus bicycle and pedestrian improvements; and continued participation in local and regional transportation planning initiatives.

It is also important to note that while we understand that changes in the on-campus roadway network have been proposed to improve pedestrian, bicycle, and bus access, it is impossible for the Town to analyze or endorse those changes prior to the completion of a comprehensive traffic study that identifies the impacts of those changes on local roads.

In summary, Town support for campus growth will be contingent upon transportation impacts being resolved to the satisfaction of both the University and the Town. For more details on recommendations related to transportation, please refer to the January 15, 2015 memo of the Transportation Advisory Committee.

- *Parking.* The master plan takes an aggressive approach with regard to limiting parking on-campus as a catalyst for increasing reliance on alternate modes of transportation. While we agree that such an approach is necessary if we are to change behaviors in the long-term, we are also concerned that the Town could be impacted in the short-term if staff and students seek alternative parking off-campus. We will look to the University to support the Town in any efforts needed to address off-campus parking problems if they arise, including financial support for enforcement if needed.

Additionally, the plan identifies Storrs Center as a potential source for additional student parking. The Storrs Center garage is fully committed; there are no excess spaces available at this time for university use.

- *Conservation of Open Space.* The plan provides great detail for the future development of specific areas of the campus; however, there is very little discussion regarding UCONN's significant land holdings (such as Spring Manor Farm, the Fenton Forest tract, Agronomy Farm and Spring Hill) outside of the Main, North, East and Depot Campus areas. These outlying parcels provide significant ecological, agricultural and scenic value to both the university and the community, and should be acknowledged as a significant element of the overall sustainability framework of the plan. More specificity on future plans for the use and conservation of these parcels is needed. Examples include preparation of management plans and preservation and replacement of trees. For more details on recommendations and specific changes related to conservation and open space, please refer to the January 15, 2015 memo of the Conservation Commission and the January 14, 2015 memo of the Open Space Preservation Committee.

- *Agriculture.* While the plan recognizes the role agriculture has played in the development of the campus, the emphasis is on the past and not the future. Given the importance of agriculture to the state, regional and local economies, the plan should reflect a forward-thinking approach that strongly addresses the role agriculture will play in the future. In particular, the restoration of prime farmland lost to development should be a near-term goal. The potential impacts of proposed projects on agricultural activities should also be evaluated prior to moving forward with a specific project. For more details on suggested changes related to agriculture and conservation, please refer to the January 14, 2015 memo prepared by the Agriculture Committee.
- *Sustainability.* As noted above, the creation of a broad-based sustainability framework as part of the campus master plan is strongly supported by the Town. As the Town is also working toward improving its sustainability through the adoption of the Mansfield Tomorrow Plan of Conservation and Development, collaboration between our two organizations will be essential if we are to achieve our goals. This master plan also provides an opportunity to strengthen connections between the campus and the Town. For more details on how the Town and UCONN can work together to advance sustainability initiatives and specific changes to the plan, please refer to the January 16, 2015 memo of the Sustainability Committee.
- *Economic Development.* The university's expansion over the next ten to twenty years presents opportunities for business growth within the community. To support that growth, we recommend that UCONN continue to support the development of new businesses within commercial areas adjacent to campus rather than introducing new businesses internal to campus. Additionally, we strongly encourage UCONN to expand their local purchasing programs, including local and regional farms. For more detailed comments on how the plan can be improved with regard to economic development initiatives, please refer to the January 15, 2015 memo from the Economic Development Commission.
- *Design Guidelines.* The Town's primary concern with regard to design of new campus buildings is how those buildings relate to the adjacent community. The design guidelines include general statements regarding stepping down in mass/scale close to campus edges and considering overall community context; these statements should be referenced in the more detailed district sections where campus abuts community.
- *Stormwater.* While tremendous emphasis is placed on the use of Low Impact Development practices in the Eagleville Brook watershed, these practices should be used campus-wide.
- *Specific Project Proposals.*

 - *Multi-purpose/Hockey Arena.* While we understand the need and demand for year-round ice arena, the Town objects to the proposed location of a 4,500 seat hockey/multi-purpose arena on the site of Mansfield Apartments. The opposition to this location was universal among the advisory committees that reviewed the draft master plan. The siting of such a facility in this location would have significant impact on the adjacent Moss Sanctuary and is inconsistent with both the commitment to sustainability expressed in the plan and the lower scale and density of uses contemplated in this area. Such a high-traffic facility should be located closer to the center of campus and not on an outlying parcel. The site adjacent to the current ice arena provides an opportunity for the facilities to share ice-making and refrigeration systems. Suggested alternate sites include the two sites referenced in the Executive Summary, as well as the area off Bolton Road near the Fine Arts building, the Depot Campus and the north campus.

- *Roadway Connection between Bolton Road and South Eagleville Road.* This proposed road is a significant concern for residents in the adjacent Hillside Circle/Eastwood Road neighborhoods. Relocation of the hockey arena to another site may eliminate the need for this road altogether. If the proposed roadway were determined to be necessary as part of a comprehensive traffic analysis, its alignment would need to be revised to provide extensive landscape buffer between the roadway and adjacent single-family homes. Additionally, the alignment should be coordinated with the Town to minimize impacts on the Community Center and proposed community playground. Consideration should also be given to limiting access to the road to minimize noise and air pollution impacts.
- *Residence Hall Locations.* While most of the proposed residence hall sites are located on the core campus, there are two locations identified in the plan (Oak Hill Road and Horsebarn Hill Road) that are inappropriate locations for new housing given the impacts such a building would have on the adjacent neighborhood in the case of Oak Hill Road and on the agricultural and scenic value of Horsebarn Hill. The views and vistas of Horsebarn Hill are iconic; representing the natural history of Mansfield as well as the agricultural beginnings of the university. As such, protection of these vistas is paramount. Furthermore, the proposed Horsebarn Hill site is not consistent with the 2004 East Campus Master Plan, which established conservation and preservation areas for this portion of the campus. References to these two locations as potential future sites should be removed from both the narrative and maps.
- *West Campus District – Expansion of existing athletic facilities.* While the plan identifies potential expansions of baseball, softball, soccer and lacrosse stadiums, no specific details are provided. Expansion of these facilities should include plans for event parking to minimize impacts on adjacent residential neighborhoods.
- *South Gateway District.* The South Gateway District (Mansfield Apartments) should be detailed in the same manner as the North Eagleville Science, Hillside Road and South Campus Districts given that it is surrounded by non-university properties and the impacts its development could have on the surrounding area and adjacent Moss Sanctuary. Detailed design studies should address access to the sanctuary as well as mass and scale of proposed buildings. Preferred uses for this site include multi-family housing or mixed commercial/residential development that is designed to be compatible with both the natural setting and Storrs Center.
- *Depot Campus.* As plans are developed for the Depot campus, the following areas will be of significant interest to the Town:
 - Evaluating the type and amount of commercial business to ensure that new development does not negatively impact the Town's existing commercial centers such as Four Corners and Storrs Center.
 - Protecting agricultural and open space resources.
 - Relocation of administrative uses and other facilities with a significant number of off-campus staff and visitors to the Depot campus to reduce traffic to the main campus.
- *North Eagleville Land Bridge.* Additional clarification and explanation of this concept should be included in both the master plan and supporting documents.
- *Bone Mill Road.* Appendix C identifies Bone Mill Road as a campus gateway and connection to the Depot Campus. The Town currently discourages motorists from using this as a route to the main campus due to narrow conditions and gravel surfacing. Changes that would be

needed to expand roadway capacity to serve as a 'campus gateway' would change the rural character of this road and would not be supported by the Town.

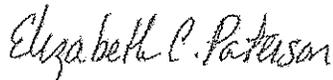
- o *Gateways*. More information is needed on how the University plans to distinguish gateways, particularly those that are located in the community away from the main campus.

It is important to note that these comments are being provided prior to completion of the NextGenCT impact study jointly commissioned by the Town and University and the Gateways to UConn corridor study commissioned by the Capitol Region Council of Governments. The results of these studies could raise additional issues that need to be addressed in the master plan.

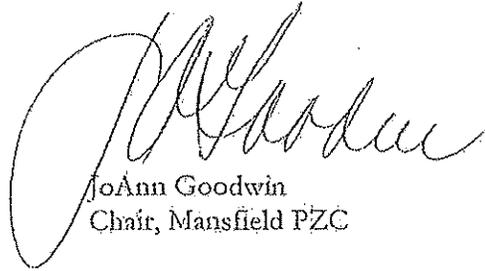
In summary, we strongly encourage UCONN to revise the draft master plan to address these concerns as they are needed to address the impacts of the University's continued growth on Mansfield. We also believe that the changes identified in this letter and its attachments will benefit both the Town and University and provide a strong framework for future growth.

If you have any questions regarding these comments, please contact Linda Painter, Director of Planning and Development.

Sincerely,



Elizabeth C. Paterson
Mayor



JoAnn Goodwin
Chair, Mansfield PZC

Cc: Town Council
Planning and Zoning Commission
Conservation Commission
Open Space Preservation Committee
Agriculture Committee
Sustainability Committee
Transportation Advisory Committee

Comments on UConn Master Plan by Agriculture Committee, January 14, 2015

The committee reviewed the Plan at their January 6, 2015 meeting. The committee supports the overall plan for the main campus and the University's intent to avoid expanding development beyond built-up areas. The committee would like to see a stronger commitment to conserving land resources beyond the main campus.

In the new Mansfield Tomorrow Plan (currently under review), agriculture plays a large part in its recommendations and action plans to promote the town's sustainability and economic development. The UConn farm includes 23% of the farmland in Mansfield, and it has one of the top dairy herds in the country. Thus, it is an important part of agricultural enterprise in our town. If the University's land base is developed, that source of production and environmental services would be lost forever.

According to page 11 in Volume 1 of the Master Plan, it "should align with and support the recommendations in Mansfield Tomorrow..." Thus, the committee recommends that the Master Plan become more compatible with the Town Plan by showing a more definite commitment to conservation of its farm and forest lands. We recommend a strong statement about conservation of natural resources, such as forest and farmland, as being important to the University's sustainability commitment on page 21 of Appendix A. The contribution of farmland to carbon neutrality should be included here and on page 6 of Appendix A. The land also serves as an irreplaceable base for agricultural research and education of both students and the public, and it should be cited as such on page 21 of Appendix A.

The committee supports the previous designation of agricultural conservation areas in East Campus and North Campus, and they recommend that the Sustainability Framework Plan (Appendix A) include a Goal on page 11 to expand conservation status to other University farmland, such as Spring Manor Farm, Spring Hill field and the Agronomy Farm.

The Plan's statements about agriculture places too much emphasis on the past (see pages 11 and 21 in Appendix A). A 2010 report by UConn's own College of Agriculture and Natural Resources reports that the total impact of Connecticut's agricultural industry on the state economy (\$212 billion Gross State Product) is \$3.5 billion, (<http://www.are.uconn.edu/documents/economicimpacts.pdf>). The people of Connecticut need the University's Plan to look forward, not backward. Thus, the committee recommends that the text on pages 11 and 21 in Appendix A be revised as follows: In the text, omit reference to deficits of prime farmland (see below) and replace the text with the following or similar language: "The University began as an agricultural school and continues to provide education, as well as promotion and development of new agricultural practices and technologies, including sustainable farming and scalable food production."

The committee also recommends changing the Goal on page 11 of Appendix A, from "Restore prime farmland deficits," to "Replace prime farmland lost to development." This Goal should be moved to the Current and Near Term column since it involves 34 acres of prime farmland, much of which was destroyed by the Charter Oak Apartment development many years ago.

Replacing this productive crop acreage for the farm's operation is overdue. The proposed mitigation area for replacing this lost land should be shown on a Spring Manor Farm map.

The committee supports the expansion of the student farm (Spring Valley Farm), and recommends that it be cited as a source of education and innovation, not just as a source of food production for farm-to-table dining services (page 21 of Appendix A).

To ensure the agricultural use of farmland, the Plan's proposals need to be considered as to how they impact agriculture. The proposed trails and new trees in Valentine Meadow would be detrimental to its use as a pasture. A trail in existing woods to the west would be more appropriate.

The committee appreciates the opportunity to comment on the Master Plan and is hopeful that its recommendations will ensure a sustainable farm and forest land base to support the University's mission as a land grant institution to research and promote agricultural innovations. These lands are also a valuable resource for the Mansfield community and the people of Connecticut.

TO: The Mansfield Town Council
FROM: The Mansfield Conservation Commission
RE: University of Connecticut Campus Master Plan
DATE: January 15, 2015

The University of Connecticut Campus Master Plan "looks to the buildings, land, open space and infrastructure...." (Appendix E). The Mansfield Conservation Commission (CC) applauds the broad goals stated in the Plan and appreciates the directive to emphasize the Core Campus, but this is a document purported to plan for climate neutrality by the year 2050. For this reason the non-core-campus outlying land holdings must not be neglected in the plan. The CC would like to see more specificity and planning details for these important University properties. For example, if management plans do not exist for properties such as the adjoining UConn Forest (the Fenton River Tract), Spring Manor Farm, Lee Farm, and the Spring Hill Farm, the University should be encouraged to develop management plans for them. The Moss/Cary Tract does have such a management plan, including long-term research projects, and is protected from development until about 2050.

The CC appreciates the concept of "Partnering with the Town of Mansfield." In the early years of the School/College/University, the Storrs portion of the Town and the University functioned very much as a single unit. Today, with the amazing growth of the University, collaborative planning is a must if Mansfield and the University are to accomplish the goals of the University Master Plan and the Town's Plan of Conservation and Development. These goals include not only appropriate economic development, but preservation of Mansfield's natural, rural and historic character.

Four members of the Mansfield Conservation Commission (Joan Buck, Quentin Kessel, Scott Lehman, Michael Soares) attended the UConn Master Planners meeting with the Mansfield Open Space Preservation Committee December 16, 2014. Also in attendance were members of the Agriculture Committee and the Parks Advisory Committee. It is the consensus of the Mansfield Conservation Commission that the presentation and follow-up discussions with UConn's Laura Cruickshank and Beverly Wood indicate that a thoughtful and open planning process is taking place. The supervision of this effort by talented and experienced members of the University community, as opposed to the hiring of outside consultants as was done in the past, gives the Commission confidence in the process.

A number of issues were discussed and acknowledged to be important at the December 17, 2014 Conservation Commission meeting, and commission members would like to see the Town's statement to the planners recognize the importance of these issues:

1. The plan includes a number of generic references to "sustainability." The Commission feels these generic references do not do full justice to the University's conservation and preservation efforts, either past or present. We suggest that an early UConn Board of Trustees statement be given a central role in the planning document: From the January 14, 1977 BOT minutes, **"THAT the Board of Trustees commits the University to a general policy of preservation that would to the maximum extent possible preserve the institutional inheritance of**

significant architecture, historic sites, and scenic open space, including views and vistas, natural stone outcroppings, stone walls and other amenities that distinguish the campuses of this land grant institution." Supporting information, including examples of the Town working with the University toward these preservation efforts was forwarded to the Council by the Commission on May 21, 2014. The Master Plan proposes many of the same preservation efforts to which the BOT committed the University to in 1977.

2. The University controls a significant portion of the Town's farm and forest land. The Agriculture Committee made clear (at the December 16, 2014 meeting) the importance of this farm and forest land. The reasons for this include the role of this Land Grant University and the necessity of educating future farmers and foresters to feed our people and provide for ecosystem services such as clean water, air, etc. (i.e., "sustainability").

3. The University campus includes a wide variety of newly planted and specimen trees; in essence, the campus is an arboretum. However, the consensus of the meeting was that more trees are being lost than replaced. Over the last two decades, tree loss has been considerable in spite of the efforts by the University community and the establishment of a University arboretum committee. It is important to note that mature trees usually cannot be moved or replaced, at least within human lifetime. Trees larger than a specified diameter (say, 18 inches DBH) or of an unusual nature should enjoy special consideration, and this should be specified and recommended as part of the Plan. Construction projects outlined in the Plan are sometimes at odds with its stated preservation goals. For example, extending Whitney Road along its original route may sacrifice a number of mature trees; also, the sweet gum specimens and other large trees along Mansfield Road appear to be threatened by South Campus development.

4. Along the same lines as 3), the University Historic District includes both Gilbert and Whitney Roads (p. 3, Appendix E) and the removal of the "Faculty Row" structures seems at odds with the Plan's goal to preserve historic structures. (In spite of the implication [p.22, Appendix E] that beginning in the early 1930s most of these houses were given over to fraternities, most of them continued to be occupied by faculty into the 1950s). The CC is pleased to see that the barn currently utilized by the landscape department on the agricultural campus is to be retained.

5. The possibility of locating a new hockey rink at the corner of Routes 195 and 275 was met with universal disappointment. Its placement between the Town office building and the Moss Sanctuary seems to be inappropriate for many reasons, including the surrounding activities, parking, traffic, etc. The efficiencies of placing a new rink next to the existing rink were pointed out to the planners; these included the possibility of overlapping refrigeration systems and the utilization of the proximate covered areas for summer camps, such as soccer and field hockey camps. At Connecticut College, as soon as the hockey season is over, the ice is removed and artificial turf is put down so that intramural games, including soccer, can use the arena.

6. The goal of making the campus increasingly bike- and pedestrian-friendly is a worthy one.

7. An editorial map comment: the map on p. 3 of Appendix E does not reflect the private ownership of 2.1 acres at 4 Moulton Road (at the junction of Route 195 and Moulton Road).



Town of Mansfield

Economic Development Commission

Date: January 15, 2015
To: Town Council
From: Steven Ferrigno, Chair
Copy: Matthew Hart, Town Manager
Planning and Zoning Commission
Subject: Draft UConn Campus Master Plan

On Thursday, January 8, 2015, the Economic Development Commission voted to submit the following comments on the draft UConn Campus Master Plan to the Town Council and Planning and Zoning Commission for review and consideration.

The Commission noted that the draft master plan includes many positive elements for which the University should be commended, including:

- The focus on infill development as opposed to continuing past trends of expanding outward into the community;
- The preservation of open spaces and agricultural lands and the introduction of “woodland corridors” through campus to connect to open spaces on the eastern and western edges of the main campus;
- Changes to the circulation system including improved pedestrian, bicycle and bus transportation linkages to reduce vehicle congestion on-campus;
- The identification of opportunities for additional housing and commercial development at the Depot Campus through a public-private partnership;
- The potential for business growth in Mansfield as the campus expands and the technology park develops; and
- Improvements to campus gateways on the edges of campus.

The Commission also noted the following areas/issues that should be addressed in the final plan:

- *Business Growth.* The University should be encouraged to continue to support development of commercial businesses in the downtown, King Hill Road and Four Corners areas rather than locating new retail and service businesses internal to campus. The type and amount of commercial development contemplated for the Depot Campus redevelopment must be carefully evaluated and coordinated to ensure that it does not negatively impact the Town’s existing commercial districts.
- *Local First’ Procurement.* While the plan includes statements referencing use of local sources when possible, the University should be encouraged to expand procurement measures that provide preference to local vendors and contractors within proximity to the campus for provision of goods and services, including local and regional farms. The “Local Routes” program sponsored by

UConn Dining Services provides an example of a successful buy-local initiative that can serve as model for other university procurement needs.

- *Housing Incentives.* The University should be encouraged to provide incentives for staff and faculty to live in Mansfield, such as a home ownership program. Such an initiative could provide various recruitment and economic benefits for both the University and the Town, while reducing carbon emissions produced by longer commutes to campus. The HOMEConnecticut program sponsored by the Partnership for Strong Communities could be a potential resource for this effort.
- *Proposed Hockey/Multi-Purpose Arena Location.* While the Commission understands and appreciates the concept of siting the new multi-purpose arena close to downtown and the benefits such a location could provide to local businesses, it shares the concerns expressed by many residents regarding the impact the proposed site would have on Moss Sanctuary and the scale of such a facility at the southern edge of downtown, where buildings have been reduced in scale to transition into adjacent neighborhoods. The University should be encouraged to find an alternate location for this facility, with a preference for infill development on the main campus that is accessible to the student body. A preferred use for the Mansfield Apartments site would include multi-family housing or mixed-use development that is designed to be compatible with both the natural setting and the Storrs Center commercial area.
- *New Road Connection between Bolton Road and South Eagleville Road.* The Commission understands the concerns expressed by residents of Hillside Circle and Eastwood Road with regard to the impact the proposed roadway would have on abutting homes. Based on previous conversations with UCONN involving the most recent alignment of Bolton Road, some area residents understood that the University would not develop this connection and may perceive the roadway as a significant threat to the quality of life in the neighborhood. Consequently, the University should be encouraged to explore alternate transportation improvements to eliminate the need for this connection. Relocation of the multi-purpose arena to another site combined with expanded pedestrian, bicycle and transit connections off-campus could significantly reduce the need for this additional roadway connection into campus.

Thank you for allowing us the opportunity to comment. The long-term growth of the university offers tremendous opportunity for growing and strengthening businesses in Mansfield and we look forward to working with university representatives to achieve our shared objectives.

To: Town Council
From: Open Space Preservation Committee
Date: January 14, 2015
Re: UConn Master Plan Review

The Open Space Preservation Committee (OSPC) appreciates the opportunity to review the UConn Master Plan and offer comments to the Town Council. The committee reviewed the Plan on January 5, 2015, particularly as it relates to Mansfield's proposed Plan of Conservation and Development (POCD). The chair of the Parks Advisory Committee (PAC) attended this meeting and was supportive of the comments.

One of the priorities in Mansfield's POCD is to focus new development in existing or planned development areas. OSPC supports a similar interest in UConn's Master Plan, and also the proposed addition of green spaces in the core campus, which will encourage UConn staff and students to experience and appreciate the natural world.

Another Mansfield POCD priority is conservation and stewardship of forest and farmland. UConn owns approximately 23% of the farmland and 5% of forest land in Mansfield. Thus, OSPC encourages a similar commitment by the University to their land as part of its ongoing role as a land grant institution and as a sustainable enterprise.

Specific recommendations to strengthen this commitment in the Master Plan:

1. The University's extensive land holdings provide environmental benefits not available to many other universities that are hemmed in by urban settings. While the OSPC applauds the University for concentrating growth in the core of the campus, we feel that a statement in Volume 1, p.11, should be strengthened. Development is definitely (not "probably") inappropriate at the Spring Manor Farm, North Eagleville and Spring Hill Forest Tracts and is inconsistent with the Town of Mansfield's Plan of Conservation and Development. These parcels in their natural state are highly valuable to the University by providing ecosystem services such as clean water, clean air, and other services that are essential to UConn's sustainability commitments. The farmland and forests will contribute to UConn's goal to be carbon neutral by 2050. These parcels also provide research and teaching opportunities that are essential for the State's Flagship University, as well as areas for recreation and food production. A definite statement in the Master Plan recommending designation of outlying parcels for agriculture and forestry uses would indicate specific intentions for these parcels rather than merely saying that development is inappropriate in these areas.

2. Currently the Area of Focus concerning “Land” in the Sustainability Framework Plan (Appendix A, pp. 11 and 20-1) addresses human activities on the land, not the land resource itself. OSPC recommends adding an explicit statement on these pages supporting conservation and stewardship of farmland and forest land as part of the University’s sustainability commitment. These green spaces provide many environmental services to the University and the region. For example, both farmland and forest land store carbon and will contribute to the University’s carbon neutral commitment by providing a carbon offset for proposed new development.
3. OSPC supports the preservation/conservation designations in the 2004 East Campus POCD and the designations of the North Campus Agricultural Conservation Area, the Red Maple Swamp Preserve, and the HEEP Park. OSPC recommends listing all of these areas in the Conservation Districts text in Appendix E, page 2.

OSPC recommends that Appendix A, page 11, include a specific Goal to increase the University’s sustainable resources through conservation and stewardship of specific outlying forest properties, including North Campus Forest Tract and Spring Hill Forest Tract. Both are part of large forest tracts identified by CLEAR, and they abut forest land owned by the Town, CT DEEP or Joshua’s Trust.

OSPC also recommends including a specific Goal on page 11 of conservation and stewardship of the University’s farmland, including the Spring Hill field, the Agronomy Farm, and Spring Manor Farm (which is currently recommended for conservation only as an historical site in Appendix E. p. 28).

4. OSPC recommends that Appendix A, page 11, include a Goal to create a preservation area in the Level A aquifer area for the Willimantic River wellfield, similar to the one already established for the Fenton River wellfield. The Willimantic River wellfield is the largest water supply on campus, and it should have the most protection possible.
5. OSPC is pleased to see proposals for new trails that will encourage the UConn community to explore beyond the main campus. We appreciate the proposal to improve access to the Spring Manor Farm Trail. This trail is part of a 9-mile long trail through Mansfield, Coventry, and Tolland in the Willimantic River Greenway. OSPC supports the proposal to improve portions of the Spring Manor Farm Trail and to establish a forest preservation and recreation district along the river, as long as it does not interfere with the agricultural use of the farm. The committee also has a few concerns and recommendations about proposed trails:

- *Valentine Meadow*– Allowing public access in a working horse pasture is unsafe. Developing a trail around the perimeter would reduce the amount of pasture area and, because this area is a wet meadow, improvements may have significant negative wetland impacts. OSPC recommends against planting the proposed trees in the Roberts Brook area because they would block scenic and wildlife views from Horsebarn Hill Road valued by the town and campus community and obstruct a popular sledding area.
 - *Nipmuck Trail*- Currently the CT Forest and Parks Association (CFPA) holds a permanent conservation easement on the portion of the Nipmuck Trail in the Fenton Forest Tract. The OSPC recommends that the University work with CFPA to permanently protect all portions of the Nipmuck Trail on UConn property.
6. OSPC opposes the proposed location of an arena and multi-story garage next to the Moss Sanctuary. It would be adjacent to the Sanctuary's entrance and proposed environmental education center. Faculty and students at the University and the high school use the Sanctuary for education and research purposes. The Sanctuary offers a "village woods" experience for residents and the campus community in the high density area around it. The arena would be available year-round for large events, and the resulting traffic would impact access to the Sanctuary. These concerns extend to the traffic impact on access to the Town's "hub" at the Town Hall and Community Center, and it would increase congestion in Storrs Center. OSPC recommends placing the arena next to the existing hockey rink so that ice-making equipment can serve both facilities. The committee noted that residences would be the best use of the parcel on Rt. 275 in order to take advantage of the nearby stores and services in Storrs Center. Low-rise buildings would be more compatible with the surrounding structures and the Sanctuary's woods.

We hope that these recommendations will be helpful in realizing the University's full potential as a leader in sustainable conservation and development.

Comments on the draft UConn Master Plan by the Mansfield Sustainability Committee 1-16-15

Overarching comment: **The plan should look beyond UConn borders to the context of the Mansfield community and region and seek to integrate and connect with the greater community. The bullets below provide greater detail on integration and connectivity.**

1. UConn planners should work collaboratively with Town of Mansfield, its committees and Storrs Center planners to plan for the greater community.
2. Use the town-owned land behind EO Smith to integrate and create connectivity between the campus and town/community land uses (school, town hall, community center).
3. Similarly, consider ways to integrate the northern campus with town land uses and create greater connection with community.
4. In developing micro-grids, ensure that they will serve the broader community.
5. Integrate UConn bicycle network into town and regional bike networks and collaborate on bike/pedestrian planning with the Mansfield bike advocacy group.
6. Enhance UConn's leadership as an agricultural school by filling in the gaps of agricultural infrastructure and making them accessible to local farms (e.g., perhaps UConn can play a role in providing a commercial kitchen and slaughtering facilities).
7. Work with Mansfield in the development and integration of a climate change action plan that complements UConn's climate plan.

The Mansfield Sustainability Committee strongly endorses the following elements of the draft master plan:

1. We strongly support accelerated action to achieve UConn's carbon reduction goals.
2. We strongly support the creation of woodland and natural landscape corridors within the campus that will connect to the community.
3. We strongly support the expansion of multi-use districts, based on smart growth/mixed use principles.
4. We support the development of the Depot Campus, through public/private partnerships and coordination with town planning efforts.
5. We support the use of solar and other renewable resources.

Noted in the materials section of the sustainability framework:

1. UConn should not promote the use of bio-based containers, unless there is a mechanism to compost them and keep them out of the recycle stream. Otherwise, bio-based containers mixed with recyclables interfere in the recycling process.
2. Add expansion of reuse and capture of materials as a goal. UConn currently operates an office surplus store, provides food recovery to community shelters and offers the spring Give and Go program. Expand these efforts to capture more material.

MEMO (sent via email)

Date: January 15, 2015

To: Matt Hart, Town Manager

From: Transportation Advisory Committee, Lon Hultgren Chair

Re: TAC Comments on the Mansfield Tomorrow Plan of Conservation and Development

Copies to: TAC members, Director of Public Works, Director of Planning, File

In accordance with the recent referral, at its January 8, 2015 meeting, the Mansfield Transportation Advisory Committee discussed and compiled comments from its members regarding the draft Mansfield Tomorrow POCD.

Here is the compilation of the comments on the Transportation section of the Infrastructure chapter (Chapter 9) which were endorsed by a consensus of the committee members:

Sustainability and “infill” goals make transportation sense, and the committee supports these principles.

We support expanded public transportation, expanded transportation alternatives (including rail access in the future), expanded bicycle and pedestrian facilities and the complete streets concept. We think the plan should mention and support the Town’s efforts to become a designated “Bicycle Friendly Community” by the League of American Bicyclists.

Since the TAC has recently reviewed and endorsed the request that additional sections of local and state roads be added to the Town’s existing bike routes, we would like to see the bicycle section of the plan at least mention that the Town’s bike route system may be modified in the future as needs dictate (this refers to bike routes, not bike lanes or bike paths which are already discussed in the plan).

In the paragraph about Traffic Calming (page 9.8), emergency services approval of traffic calming improvements should be added to the criteria listing.

At the beginning of the section on Public Transportation (page 9.12), we would like to see the statement “as there is insufficient density to support public transportation in other parts of the town” modified so that innovative new ways of public or quasi-public transportation in rural/suburban areas are allowed for. Given the growing popularity of social media, transportation alternatives like ride share boards and Uber may be feasible in Mansfield’s less-dense areas in the not-too-distant future. Additionally, since all forms of public transportation are supported in one form or another, it is more a question of how much support a community (or region) is willing to pay for when it comes to choosing which areas should be served by public transportation. The committee would like to see some mention of the transportation needs for seniors (and possibly the volunteer driver program) as well.

In the roadway improvements section, we believe roundabouts should be considered (in place of signals) at intersections that will require upgrading, in particular Rte 275 at Separatist Rd, Rte 275 at Rte 195 (the Town has already purchased the right-of-way for this intersection), Rte 195 at N. Eagleville Road, and Hunting Lodge Rd at N. Eagleville Rd (as is already noted in the Roadway Improvements section). Also in this section, possibly on pages 9.6 and 9.7, the need to coordinate the signals on Route 195 to alleviate traffic congestion from North Eagleville Road to South

Eagleville Road should be mentioned. Finally, the pavement condition paragraph at the top of page 9.8 could be strengthened – for example, ending the last sentence with “in the interim the miles of roadway resurfaced each year should be increased” would help highlight this growing problem.

Thank you for referring this important document to the Transportation Advisory Committee. Please let us know if you need more detail on any of the above comments.



Eastern Highlands Health District

4 South Eagleville Road ♦ Mansfield, CT 06268 ♦ Tel: (860) 429-3325 ♦ Fax: (860) 429-3321 ♦ Web: www.EHHD.org

January 22, 2015

Matt Hart
Town Manager
4 South Eagleville Road
Mansfield, CT 06268

Dear Mr. Hart, *Matt*

Subsequent to a legally warned public hearing, the Board of Directors of the Eastern Highlands Health District adopted the District budget for the 2015-2016 fiscal year, at their January 15, 2015 regular meeting. The contribution rate to member towns has increased 3.8% to \$5.010 per capita. With a population of 25774, as estimated by the Connecticut Department of Public Health, the total contribution is \$129127.74 for fiscal year 2015-2016. Please incorporate this expenditure into your budget.

With the adoption of the Eastern Highlands Health District budget, the Board of Directors would like to maintain that the Board and I are available now, or at any time, should you or any of your town officials have any questions or concerns.

If you have any immediate questions, please do not hesitate to call me at 429-3325.

Sincerely,

Robert L. Miller, MPH, RS
Director of Health

PAGE
BREAK



Government Finance Officers Association
 203 North LaSalle Street, Suite 2700
 Chicago, Illinois 60601-1210
 312.977.9700 fax: 312.977.4806

Item #15

December 29, 2014

PRESS RELEASE

For Further Information Contact
 Stephen J. Gauthier (312) 977-9700

Chicago--The Government Finance Officers Association of the United States and Canada (GFOA) is pleased to announce that **Town of Mansfield, Connecticut** has received the GFOA's Distinguished Budget Presentation Award for its budget.

The award represents a significant achievement by the entity. It reflects the commitment of the governing body and staff to meeting the highest principles of governmental budgeting. In order to receive the budget award, the entity had to satisfy nationally recognized guidelines for effective budget presentation. These guidelines are designed to assess how well an entity's budget serves as:

- a policy document
- a financial plan
- an operations guide
- a communications device

Budget documents must be rated "proficient" in all four categories, and the fourteen mandatory criteria within those categories, to receive the award.

When a Distinguished Budget Presentation Award is granted to an entity, a Certificate of Recognition for Budget Presentation is also presented to the individual or department designated as being primarily responsible for its having achieved the award. This has been presented to **Town Manager's Office, Department of Finance**

For budgets beginning in 2013, 1,424 participants received the Award. Award recipients have pioneered efforts to improve the quality of budgeting and provide an excellent example for other governments throughout North America.

The Government Finance Officers Association is a major professional association servicing the needs of more than 18,000 appointed and elected local, state, and provincial-level government officials and other finance practitioners. It provides top quality publications, training programs, services, and products designed to enhance the skills and performance of those responsible for government finance policy and management. The association is headquartered in Chicago, Illinois, with offices in Washington D.C. The GFOA's Distinguished Budget Presentation Awards Program is the only national awards program in governmental budgeting.



The Government Finance Officers Association
of the United States and Canada

presents this

CERTIFICATE OF RECOGNITION FOR BUDGET PREPARATION

to

**Town Manager's Office, Department of Finance
Town of Mansfield, Connecticut**



The Certificate of Recognition for Budget Preparation is presented by the Government Finance Officers Association to those individuals who have been instrumental in their government unit achieving a Distinguished Budget Presentation Award. The Distinguished Budget Presentation Award, which is the highest award in governmental budgeting, is presented to those government units whose budgets are judged to adhere to program standards.

Executive Director

Date December 29, 2014



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**Town of Mansfield
Connecticut**

For the Fiscal Year Beginning

July 1, 2014

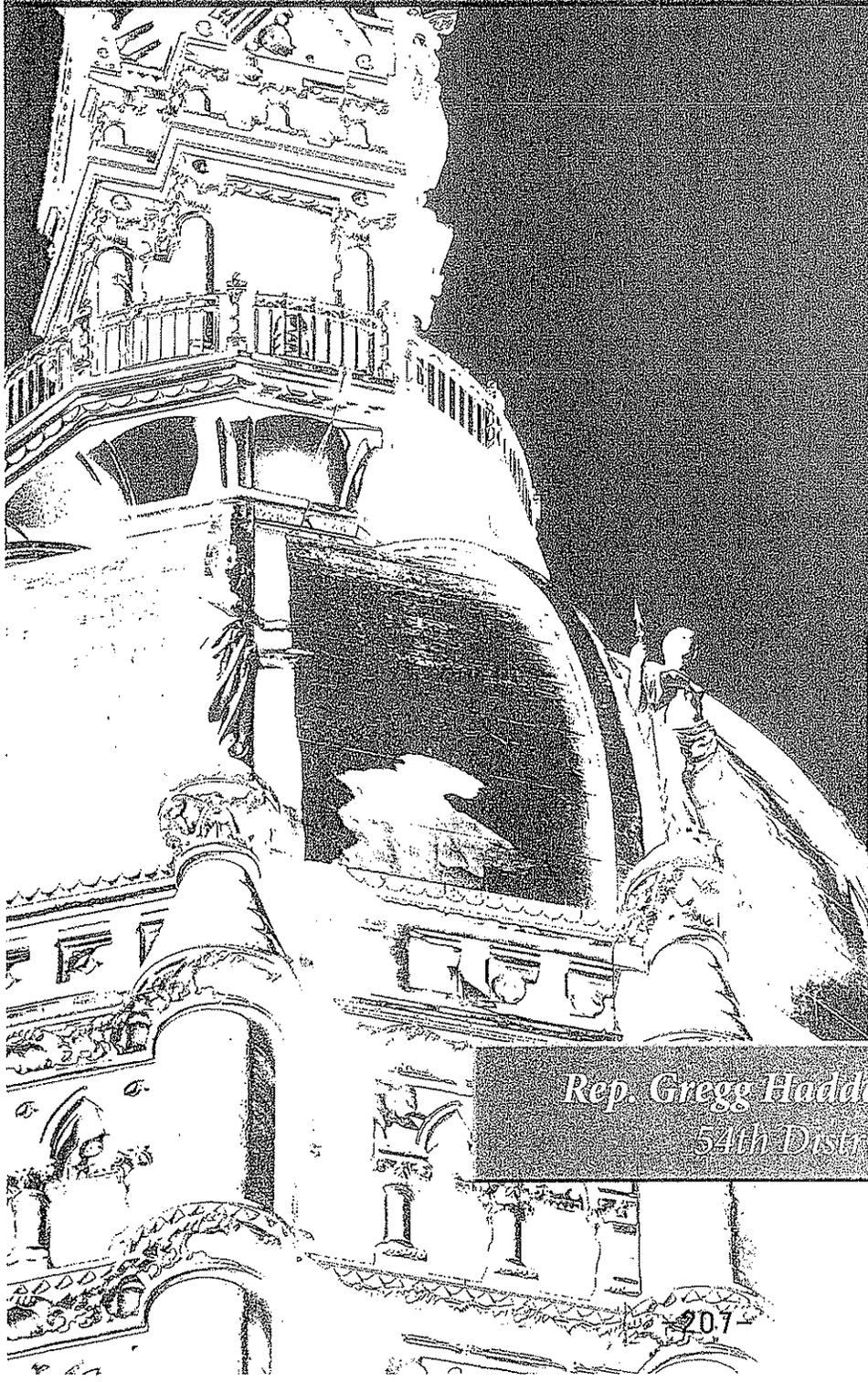
Executive Director

PAGE
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2015 MAJOR ISSUES REPORT

Summary prepared by
Office of Legislative Research
Connecticut General Assembly

Legislative Office Building
Hartford, CT 06106-1591
800.842.3267

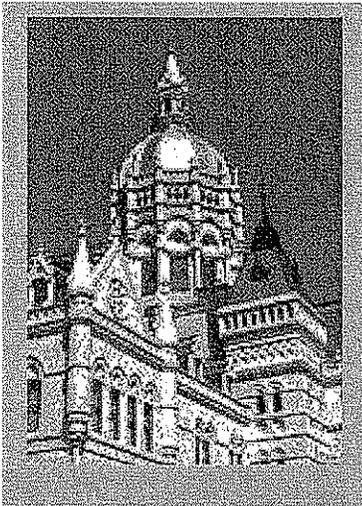


*Rep. Gregg Haddad
54th District*



2015 MAJOR ISSUES

TO OUR READERS



Every year, legislative leaders ask the Office of Legislative Research (OLR) to identify and provide brief descriptions of important issues that the General Assembly may face in the coming session.

This report represents the

professional, nonpartisan views of staff in OLR, the Office of Fiscal Analysis (OFA), and the Legislative Commissioners' Office (LCO) regarding possible upcoming legislative

issues. It does not represent staff suggestions or recommendations. We identified issues based on interim studies; research requests; non-confidential discussions with legislators, other legislative participants, and executive branch agencies; and our general subject matter knowledge.

OLR compiled this report in consultation with OFA and LCO. OLR analysts wrote the issue descriptions below, except for the Appropriations Committee descriptions, which OFA provided.

We list the issues according to the committee in whose jurisdiction they primarily fall. Since more than one committee may consider aspects of the same issue, descriptions may overlap. Where appropriate, we provide links to OLR Reports and other online documents that contain additional information.

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AGING

Senior Safety Zones

SA 14-20 created a task force to study the establishment of "senior safety zones" to protect seniors from interaction with registered sex offenders. The task force must submit its recommendations to the legislature at the start of the 2015 session. This may prompt legislators to again consider prohibiting registered sex offenders from entering senior centers and elderly housing facilities, except under limited circumstances, such as to visit a relative or vote in an election.

Read related laws:

- SA 14-20, An Act Concerning Safety Zones

APPROPRIATIONS

Budget Projections

On November 14, 2014, OFA projected a General Fund deficit of \$89.1 million in FY 15, which represents about 0.5% of total estimated expenditures. OFA also projected significant deficits over the next three years ranging from \$1.3 billion to \$1.7 billion.

For FY 15, the deficit is made up of two components: expenditures and revenue. Expenditures are \$30.4 million higher than originally budgeted and revenues are \$59.1 million lower than originally budgeted. The original budget plan for FY 15 anticipated a \$0.4 million surplus. Table 1 shows the overall budget outlook for FY 15 through FY 18.

Table 1: Budget Outlook (\$ in millions)

	<i>FY 15 \$</i>	<i>FY 16 \$</i>	<i>FY 17 \$</i>	<i>FY 18 \$</i>
Estimated Expenditures	17,488.0	18,766.9	19,599.1	20,560.7
Estimated Revenue	17,398.9	17,445.5	18,160.0	18,832.4
Surplus/(Deficit)	(89.1)	(1,321.4)	(1,439.1)	(1,728.3)
% of Estimated Expenditures	(0.5%)	(7.0%)	(7.3%)	(8.4%)

Since PA 11-48, as modified by PA 13-239 and PA 13-247, requires Connecticut to transition to a Generally Accepted Accounting Principles (GAAP)-based budgeting method beginning in FY 14, the above projections are calculated under GAAP. A further explanation of GAAP can be found in section six of OFA's Fiscal Accountability Report.

Budget Spending Cap

The state is under the spending cap in the current year, assuming no FY 15 deficiency appropriations are made. Calculations for FY 16 and beyond are based on Current Services estimates of all appropriated funds and assume that expenditure amounts in excess of the cap are not built into the subsequent year's base for cap calculation purposes. Table 2 shows the spending cap figures for FY 15 through FY 18.

Table 2: Spending Cap Calculations¹ (\$ in millions)

<i>Items</i>	<i>FY 15 \$</i>	<i>FY 16 \$</i>	<i>FY 17 \$</i>	<i>FY 18 \$</i>
Appropriations Allowed by Cap	19,019.6	19,805.8	20,606.4	21,468.2
Estimated Expenditures	18,993.7	20,396.0	21,298.5	22,339.3
Over/(Under) the Cap	(25.9)	590.2	692.1	871.1

¹Totals may not add due to rounding

Long-Term Obligations

Unfunded liabilities are legal commitments incurred during the current or a prior year that must be paid at some time in the future, but for which no reserves have been set aside. Connecticut's unfunded obligations are primarily in four areas: (1) bonded indebtedness (debt outstanding), (2) state employee and teachers' retirement, (3) state employee and teachers' post-employment benefits, and (4) the GAAP deficit. The state's unfunded liabilities total \$68.4 billion, an increase of 4.9% from last year's reported amount of \$65.2 billion. Table 3 includes the unfunded liabilities for these four areas.

Table 3: Long-Term Obligations¹ (\$ in billions)

<i>Unfunded Liabilities</i>	<i>Amount \$</i>
Debt Outstanding	21.3
State Employee Retirement System ²	13.3
Teachers' Retirement System	10.8
State Post Employment Health and Life	19.5
Teachers' Post Employment Health	2.4
GAAP Deficit	1.1
Total	68.4

¹ Total may not add due to rounding.

² In addition, the state appropriates funds for three other pension systems: (1) the Higher Education Alternative Retirement System, which is a defined contribution plan for which there is no unfunded liability; (2) the Judges Retirement System, which has an unfunded liability of \$144.8 million; and (3) retirement benefits for a small group of employees including the governor, state's attorneys, and public defenders, which is funded on a pay-as-you-go basis.

Read OFA's report:

- *Fiscal Accountability Report to the Appropriations and Finance Committees as required by CGS § 2-36b*, November 14, 2014

BANKS

Reverse Mortgages

PA 14-89 established a task force to study reverse mortgages, including applicable consumer protections, statutes, court decisions, and industry best practices. The task force must report its findings and recommendations to the Aging and Banks Committees by January 1, 2015. The legislature may consider these recommendations and other proposals on this topic during the 2015 legislative session.

Read related law:

- *PA 14-89, § 51, An Act Concerning Mortgage Services, Connecticut Financial Institutions, Consumer Credit Licenses, the Foreclosure Mediation Program, Minor Revisions to the Banking Statutes, the Modernization of Corporation Law and Reverse Mortgage Transactions*

Read OLR's reports:

- *2014-R-0270, Recent Changes in Federal Reverse Mortgage Regulations*
- *2014-R-0271, Reverse Mortgage Counseling Requirements*
- *2014-R-0272, Reverse Mortgage Advertising and Disclosure Requirements*

CHILDREN

Childhood Obesity

The Task Force on Childhood Obesity's final report, issued in October 2014, included several recommendations such as expanding opportunities for physical activity in after-school programs, creating a statewide volunteer physical activity commission, and restricting the marketing of unhealthy foods to children. The legislature may seek to address childhood obesity this session based on the report's findings and recommendations.

Read the task force report:

- *Task Force on Childhood Obesity: Report and Recommendations*

Children's Mental Health

PA 13-178 required the Department of Children and Families (DCF) to establish a comprehensive plan to address Connecticut children's mental, emotional, and behavioral health needs. The plan had to include strategies to prevent or reduce the long-term negative impact of such health issues on children, including (1) offering comprehensive care through a full array of services, (2) enhancing early interventions, and (3) establishing results-based accountability measures to track progress towards the plan's goals. DCF submitted the plan in October 2014. The Children's Mental Health Task Force also issued its final report at the same time, with recommendations that included increasing (1) access to community gardens and (2) physical activity in schools. The legislature may consider legislation in support of DCF's plan and the task force recommendations.

Read related law:

- *PA 13-178, An Act Concerning the Mental, Emotional, and Behavioral Health of Youths*

Read the task force report:

- *Children's Mental Health Task Force: Report and Recommendations*

Hazardous Chemicals

The Cadmium Task Force will soon submit its final recommendations on the maximum amount of cadmium allowable in children's jewelry. (The U.S. Department of Health and Human Services has determined that cadmium and its compounds are human carcinogens.) This may result in legislation if the task force recommends a threshold above the level currently in state law. Current law, effective July 1, 2016, bans manufacturing, selling, offering for sale, or distributing

in Connecticut children's jewelry containing more than 0.0075% (by weight) of elemental cadmium, or compounds or alloys containing it (CGS § 21a-12d, as amended by PA 14-140).

Additionally, the legislature may once again consider legislation that would (1) require the Department of Public Health to create and maintain a list of chemicals that are potentially dangerous to infants and children and (2) extend the current lawn care pesticide ban to high schools.

Read related law:

- PA 14-140, *An Act Concerning Cadmium Levels in Children's Jewelry*

COMMERCE

Growing Business and Jobs

Economists report that Connecticut's economy continues to grow, but at a slower rate than the nation and several nearby states. The New England Economic Partnership (NEEP) estimates Connecticut will gain about 14,000 jobs in 2014 and add about 25,100 more in 2015, up from the 9,400 gained in 2013 but slower than the national recovery. NEEP anticipates slow job recoveries in financial activities, retail, construction, government, and healthcare, and expects casino job losses due to increased competition from new casinos in surrounding areas. NEEP also predicts few, if any, net job gains in the manufacturing sector and notes that Connecticut lacks the skilled workers needed for manufacturers to stay competitive and expand in the state.

Given this outlook, the legislature will likely continue developing strategies to help businesses grow and add jobs. These strategies may include extending job and angel investment tax credits, expediting permitting processes, easing the tax burden on new businesses, and improving financial assistance programs to better serve businesses' needs. The legislature may also consider ways to close the manufacturing skills gap, ensuring that manufacturers have a pool of skilled workers they need to grow. These strategies may include implementing programs that train workers according to industry specifications and encouraging youth to pursue manufacturing careers.

Read OLR's reports:

- 2014-R-0155, *2014 Acts Affecting Business and Jobs*
- 2014-R-0186, *Small Business Financial Assistance and Tax Incentive Programs*
- 2014-R-0201, *Connecticut's Business Tax Structure*

Read the New England Economic Partnership's report:

- New England Economic Outlook Fall 2014, October 2014

EDUCATION

Charter School Oversight

In July 2014, the governor directed the State Department of Education (SDE) to review its existing charter school policies and develop recommendations to improve state oversight of these schools. This order came following media scrutiny of a charter school management company operating schools in the state. SDE completed its review in August 2014 and announced policy changes relating to: (1) improved governance and operations, including background check requirements; (2) clear expectations for student performance and equity; and (3) greater public transparency, including rules regarding public meetings and information.

In the upcoming session, the legislature may consider codifying SDE's policies or enacting other proposals to increase the level of the state's oversight over charter schools.

Read OLR's report:

- *2014-R-0257, Comparison of Charter, Magnet, Agriculture Science Centers, and Technical High Schools*

Education Funding

As the legislature prepares a state budget this session, it must consider the level of state funding for public education and how it will be distributed amongst the towns. The primary engine of education funding, the Education Cost Sharing formula, was revised two years ago. However, the current budget appropriates a specific dollar amount for each town without using the formula.

This session, the legislature may consider: (1) whether to revise the formula; (2) how to distribute funds to individual towns; (3) whether to increase, decrease, or freeze funding; and (4) whether to change the funding for other education programs such as special education, transportation, and schools of choice (e.g., charter schools, magnet schools, agricultural science centers, and technical high schools).

Read OLR's report:

- *2014-R-0257, Comparison of Charter, Magnet, Agricultural Science Centers, and Technical High Schools*

Sandy Hook Advisory Commission

The legislature may consider proposals stemming from the Sandy Hook Advisory Commission's impending final report. The commission, a 16-member panel, was created by the governor to review current policy and make specific

recommendations in the areas of school safety, mental health, and gun violence prevention in light of the tragic events at Sandy Hook Elementary School in December 2012.

The commission released an interim report in March 2013. Its final report may be released before or during the 2015 legislative session.

Read the commission's interim report:

- *Sandy Hook Advisory Commission Interim Report of Findings*

Student Information and Privacy Protections

With private education technology companies collecting vast amounts of information about school children, concern is growing about the use of this information. The state gathers information to measure the success of a school or a district. Furthermore, teacher-selected education applications, currently in use in some classrooms, allow data to be gathered informally at the classroom level.

State and federal law protects student personal information, but the same laws also allow information to be given to private companies. The legislature may consider proposals that seek to balance the need to (1) protect personal information and (2) use student information to improve schools. Proposals may more clearly define who may access student information and how it can be used.

Read OLR's reports:

- *2014-R-0127, FERPA, Recent Changes in Federal Regulations, and State Compliance*
- *2014-R-0244, Bills and Policies to Protect Student Information From Use by Education Technology Companies*
- *2014-R-0274, Using Education Technology to Collect and Analyze Student Data*

ENERGY AND TECHNOLOGY

Residential PACE Programs

In general, property assessed clean energy (PACE) programs allow municipalities to provide loans to finance clean energy projects (e.g., install solar panels). The loans are repaid through an extra charge on a person's property tax bill. Because these loans are backed by a tax lien on the property, borrowers may qualify for lower interest rates. In 2010 and 2011, the Federal Housing Finance Agency (FHFA) raised concerns that PACE liens would take priority over repayment of mortgages under certain circumstances. Thus, FHFA stopped mortgages for properties with PACE liens from being sold on the secondary mortgage market, which stopped the implementation of residential PACE programs in Connecticut and many other states.

(In 2013, Connecticut enacted legislation that authorized PACE programs for commercial properties, which were not affected by the FHFA's actions.)

Last session, [PA 14-94](#) required the Connecticut Green Bank (formerly the Clean Energy Finance and Investment Authority) to study residential PACE issues and evaluate and recommend a legal framework to implement a residential PACE program. The Green Bank must issue a report on its findings to the Energy and Technology Committee by January 1, 2015, and the legislature may consider proposals based on the report's recommendations.

Read related law:

- [PA 14-94, § 24, An Act Concerning Connecticut's Recycling and Materials Management Strategy, the Underground Damage Prevention Program and Revisions to Energy and Environmental Statutes](#)

Read OLR's reports:

- [2012-R-0027, Issues with Property Assessed Clean Energy Programs](#)
- [2012-R-0133, Property Assessed Clean Energy Programs](#)
- [2012-R-0291, Proposed Federal Regulation on Property Assessed Clean Energy Programs](#)
- [2012-R-0464, Commercial PACE Energy Programs](#)

Zero Emissions Vehicle Incentives

The legislature may consider proposals to create new incentives for purchasing zero emission vehicles (e.g., electric vehicles). Possible incentives include a sales tax waiver or other tax credits, access to high occupancy vehicle (HOV) lanes, or free parking in certain locations. The Department of Energy and Environmental Protection (DEEP) currently operates an incentive program that provides funding to private businesses and municipal and state agencies to install public charging stations for electric vehicles. The legislature may consider expanding this program or adding additional incentives for charging stations.

Read OLR's reports:

- [2011-R-0211, Electric Vehicle Initiatives in Other States](#)
- [2011-R-0359, OLR Backgrounder: Alternative Fuel Vehicles](#)

ENVIRONMENT

Boating Requirements

In response to recent boating accidents, the legislature may consider changing Connecticut's age restrictions and education requirements for operating a boat. Currently, to operate a boat in Connecticut, a resident must generally obtain a boating certificate from DEEP, after completing a safe boating operation course and passing a test. A person must be at least age 12 and hold a boating certificate to operate a motor boat exceeding 10 horsepower. Younger people who hold a

boating certificate may operate a boat if accompanied by someone at least age 18 who also holds a certificate.

Read OLR's report:

- [2014-R-0260](#), *Boating Requirements in Selected States*

Pesticides

In recent years, the legislature considered a number of bills on lawn care pesticides, which generally cannot be used on the grounds of preschools and schools with children in grades eight or lower. Recent bills would have (1) restricted pesticide applications on municipal parks, athletic fields, greens, and playgrounds; (2) extended the ban on applying lawn care pesticides to high schools; and (3) lifted the ban on the use of certain lawn care products. The legislature may again consider these and other proposals to amend the state's pesticide application laws.

Read related bills:

- [SB 68 \(2014\)](#), *An Act Authorizing the Use of Certain Microbial and Biochemical Pesticides and Grub Control Products*
- [SB 443 \(2014\)](#), *An Act Concerning Pesticides on School Grounds, Parks, Playgrounds, Athletic Fields and Municipal Greens and Banning the Sale and Use of Genetically-Engineered Lawn or Turf Seeds*

Read OLR's reports:

- [2013-R-0165](#), *Pesticide Exposure in Children*
- [2012-R-0343](#), *Pesticide Application at Day Care Centers*
- [2012-R-0376](#), *Pesticide Application at Schools*
- [2013-R-0436](#), *Pesticide Issues*

Product Stewardship

In general, product stewardship is an approach to waste management in which manufacturers, retailers, and consumers are encouraged or required to assume responsibility for reducing a product's impact on the environment. An example of this approach is a requirement that a manufacturer take back its product when it reaches the end of its useful life. Since 2007, the legislature has passed product stewardship laws governing electronics (PA 07-189), paint (PA 11-24), mercury thermostats (PA 12-54), and mattresses (PA 13-42).

The legislature may consider proposals on stewardship of other consumer products, such as batteries and carpeting, during the 2015 session.

Read related laws:

- [PA 07-189](#), *An Act Concerning the Collection and Recycling of Covered Electronic Devices*
- [PA 11-24](#), *An Act Establishing a Paint Stewardship Program*

- [PA 12-54, An Act Requiring the Establishment of Manufacturer Mercury Thermostat Collection and Recycling Programs](#)
- [PA 13-42, An Act Concerning a Mattress Stewardship Program](#)

Read OLR's reports:

- [2001-R-0158, Product Stewardship](#)
- [2014-R-0264, Paint Recycling Program](#)

For more information:

- DEEP's [product stewardship website](#)

FINANCE, REVENUE AND BONDING

Possible Tax System Changes

A report due to the Finance, Revenue and Bonding Committee by January 1, 2015 may provide a framework for evaluating deficit reduction proposals. The report will come from a 15-member panel of experts the legislature created during the 2014 session to take a look at the overall state and local government tax structure based on specific criteria, including efficiency, revenue stability and volatility, and economic competitiveness. The panel's recommendations could help the state align its tax structure with fundamental economic, technological, and demographic shifts that some economists believe contribute to chronic and persistent recessions.

Read the Office of Program Review and Investigation's (PRI) report:

- [Connecticut's Tax System](#), January 2006

State Revenues and Taxes

OFA projects an \$89.1 million deficit in FY 15 and larger deficits in the next three fiscal years that average about \$1.4 billion per year. In the meantime, economists peg the state's economic growth at 2.3% in FY 15. The projected deficits, caused partly by slow growth, present the governor and legislature with some difficult taxing and spending choices. For example, previously enacted revenue raising measures, including a 20% corporate tax surcharge, set to expire in 2015 could cost the state \$73.3 million in revenue in 2016.

Other potentially difficult choices concern soon to expire temporary revenue raising measures, which total \$303.2 million, and the tax incentive programs, including those designed to create jobs and stimulate capital investments, which total \$203.5 million. These sums account for about \$506.7 million of the projected \$1.3 billion FY 16 deficit, according to OFA's Fiscal Accountability Report. The legislature will likely consider whether to continue or discontinue these measures and incentives, which impact both the state's budget priorities and the economic recovery.

Read OFA's report:

- *Fiscal Accountability Report to the Appropriations and Finance Committees as required by CGS § 2-36b*, November 14, 2014

GENERAL LAW

Occupational Licenses

Most license and registration fees for state-credentialed occupations were last raised in 2009. The 2009 budget bill (PA 09-3) generally (1) doubled fees under \$150, (2) increased fees between \$150 and \$1,000 by 25%, and (3) added \$250 to fees of \$1,000 or more. Many new occupational fees have been added during the past ten years as well. The legislature may consider proposals to increase fees or change fee structures.

Read related law:

- *PA 09-03 June 2009 SS, §§ 140-462, An Act Concerning Expenditures and Revenue for the Biennium Ending June 30, 2011*

Read OLR's report:

- *2013-R-0215, Occupational License Fee Changes Over the Last 10 Years*

Prescription Drug Monitoring Program (PDMP)

Rising concerns over prescription drug abuse may prompt the legislature to consider proposals to expand the PDMP. The PDMP is a statewide electronic database that collects data on controlled substances dispensed in the state. The legislature may (1) expand the program to allow more individuals (e.g., designated agents of prescribers) access to the database or (2) require more frequent data collection (currently, data collection occurs weekly).

Read OLR reports:

- *2014-R-0233, Prescription Drug Abuse*
- *2014-R-0236, State Strategies for Addressing Prescription Drug Abuse*

GOVERNMENT ADMINISTRATION AND ELECTIONS

Campaign Finance

PA 13-180 made numerous changes affecting campaign finance laws. It addressed, among other things, contribution limits and contribution and expenditure exemptions, the making and disclosure of independent expenditures (IE), and organization expenditures.

In 2015, the legislature may consider proposals concerning these and other campaign finance issues. For example, PA 13-180 allowed state central committees to make unlimited organization expenditures to benefit the general election

campaigns of legislative candidates participating in the Citizens' Election Program (CEP). The legislature may revisit the issue of organization expenditure limits for these types of campaigns.

PA 13-180 also made changes concerning disclosure requirements for IEs (e.g., who is subject to disclosure and what information they must disclose). The legislature may consider increasing these requirements in 2015.

Read related law:

- [PA 13-180](#), *An Act Concerning Disclosure of Independent Expenditures and Changes to Other Campaign Finance Laws and Election Laws*

Election Administration

Connecticut's 2014 state election garnered national attention after a Superior Court judge ordered Hartford to keep two of its polling places open for 30 extra minutes. The city's registrars of voters did not deliver the voter registry lists to these and other polling places by the statutory deadline of 8:00 p.m. the night before the election, causing delayed openings on Election Day and several people to leave without casting a ballot.

The legislature may consider proposals to prevent similar future situations, including granting the secretary of the state increased authority with respect to election administration. For example, the legislature may reconsider proposals requiring that the secretary's written declaratory rulings, instructions, and opinions be implemented, executed, and carried out. Proposals could also transfer certain election-related responsibilities from registrars of voters to town clerks, establish a certification process for registrars, or increase training requirements for registrars.

Freedom of Information Act (FOIA)

The legislature may consider proposals concerning the availability of certain records under FOIA. For example, during the 2014 election cycle, several voters expressed concern about the use of their voter registration information by outside groups. The legislature may consider proposals addressing the availability of certain information found in voter registration records (e.g., by limiting disclosure of a voter's date of birth).

The legislature may also consider proposals to expand law enforcement agencies' disclosure obligations under FOIA during a pending prosecution. In June 2014, the Connecticut Supreme Court affirmed that, during a pending prosecution, only limited information concerning a person's arrest is subject to disclosure under FOIA. This information is (1) the arrestee's name and address; the date, time, and place of the arrest; and the offense for which the person was arrested (i.e., "blotter information") and (2) at least one report designated by the law enforcement

agency. The report may be the arrest report, incident report, news release, or other similar report of the arrest (*Commissioner of Public Safety v. Freedom of Information Commission*, 312 Conn. 513).

HIGHER EDUCATION AND EMPLOYMENT ADVANCEMENT

Institution and Foundation Expenditure Transparency

In 2013, the General Assembly passed Special Act 13-17 to increase the transparency of the operating budgets, including actual and estimated expenditures and revenues, of public higher education institutions. The act required the institutions' governing bodies, the Board of Regents for Higher Education and the UConn Board of Trustees, to report on these budgetary topics to the Higher Education and Employment Advancement and Appropriations committees by February 2014. Another report is due by February 2015.

In the upcoming session, the legislature may consider proposals to further increase the transparency of public higher education institutions' expenditures, including expenditures by institutionally related foundations.

Read related law:

- *SA 13-17, An Act Concerning Nondegree Certificate Programs and Technical Training Courses Provided by the Regional Community Technical Colleges and a Report on the Budget, Expenditures and Revenues of the Constituent Units.*

Read OLR's reports:

- *2014-R-0217, Institutionally Related Foundations for New England Public Universities*
- *2014-R-0228, University Support from Institutionally Related Foundations*
- *2014-R-0245, Higher Education Transparency Systems*

Planning Commission for Higher Education

The legislature may consider proposals implementing the Planning Commission for Higher Education's strategic master plan, which is scheduled to be published before or during the 2015 session. The commission must set numerical goals for 2020 and 2025 that:

1. eliminate the postsecondary achievement gap between minority students and the general student population and
2. increase the number of people who earn a bachelor degree, associate degree, or certificate; complete coursework at community colleges; and enter the state's workforce.

Additionally, the commission must examine higher education funding policies, including evaluating and making recommendations concerning (1) the use of strategic and performance-based incentive funding and (2) transparent reporting by higher education institutions to the General Assembly and the public.

HOUSING

Housing for Millennials

Media reports indicate that many millennials prefer to live in walkable urban, rather than suburban, neighborhoods where they can be close to work, transit, shops, and restaurants. At the same time, these young professionals are burdened by a difficult job market and student debt and often cannot afford mortgage payments. The legislature may consider policies aimed at increasing homeownership among millennials in urban areas and making housing affordable. For example, it may look at tax incentives or urban homesteading initiatives, both of which it considered in recent years.

Read related bill:

- [HB 5437 \(2014\)](#), *An Act Creating Incentives for Young Professionals to Live in Urban Areas*

Landlord and Tenant Duties Regarding Bed Bug Infestations

As bed bug infestations continue to be a problem for renters in the state, the legislature may consider proposals, similar to those from 2013 and 2014, that establish a framework for identifying and treating bedbug infestations in residential rental properties. These proposals specified separate duties and responsibilities for landlords and tenants, including notice, inspection, and treatment requirements.

Read related bill:

- [HB 5438 \(2014\)](#), *An Act Concerning the Rights and Responsibilities of Landlords and Tenants Regarding the Treatment of Bed Bug Infestations*

Read OLR's reports:

- [2013-R-0120](#), *Maine's Bedbug Law*
- [2010-R-0375](#), *OLR Backgrounder: Bedbug Legislation – New York*

HUMAN SERVICES

Community Spouse Allowable Assets

Federal Medicaid law allows the spouse of someone in a long-term care institution (e.g., a nursing home) to keep some of the couple's assets to ensure the spouse living in the community (the community spouse) does not become impoverished. Currently, the state allows community spouses to keep the minimum

amount allowed under federal law, which will increase in 2015 to \$23,844 per year. The legislature may once again consider legislation that would increase the amount of assets the community spouse is allowed to retain (federal law will allow a maximum of \$119,220 in 2015).

Social Impact Bonds

The legislature may again consider new ways to finance social programs, such as social impact bonds (SIB). A SIB is a partnership between government, private investors, and nonprofit service providers to fund social programs. In this partnership, private investors provide the upfront capital to pay for the services and nonprofit service providers, and the government only pays the organization if the program meets specified performance outcomes.

Current law authorizes the Office of Policy and Management (OPM) secretary to enter into an "outcome-based performance contract," comparable to a SIB for the purpose of accepting specified federal funding for adult prisoner reentry program demonstration projects. The state did not receive this funding.

The legislature may consider expanding the state's authority to enter into performance-based contracts to finance social programs.

Read OLR's report:

- [2012-R-0472](#), *Social Impact Bonds*

INSURANCE AND REAL ESTATE

Provider Network Adequacy

The legislature may again consider proposals to amend the state's requirements for health insurers, HMOs, and related entities to maintain adequate health care provider networks. In 2014, the legislature considered a bill that would have required the entities to maintain networks that (1) meet the comprehensive needs of plan enrollees and (2) provide an appropriate choice of providers for covered services. It also would have required the insurance commissioner, in consultation with the healthcare advocate, to assess the adequacy of each provider network annually.

Read related bill:

- [SB 392 \(2014\)](#), *An Act Concerning Health Care Provider Network Adequacy*

Telemedicine

In general, telemedicine is the exchange of medical information from one site to another using electronic communications with the overall goal of improving patient health and reducing costs. The legislature may again consider requiring health insurance policies to cover medical advice, diagnosis, or treatment provided through telemedicine. In recent years, the legislature considered proposals to require insurers to cover medical services provided through telemedicine to the same extent they cover the services through in-person visits. The coverage would have been subject to the same terms and conditions that apply to other benefits under the policy.

Read related bill:

- *SB 202 (2014), An Act Concerning Health Insurance Coverage for Telemedicine Services*

Read OLR's reports:

- *2013-R-0423, Telepharmacy*
- *2012-R-0296, Telemedicine and Telehealth*

JUDICIARY

Drones

The private, commercial, and government use of drones continues to expand and attract public attention around the country. A drone (also called an unmanned aircraft system (UAS) or unmanned aerial vehicle (UAV)) is an aircraft controlled by computers located in the aircraft or remotely by someone on the ground or in another vehicle.

Many people raise privacy and safety concerns and question the appropriate use of drones by government agencies. PRI staff conducted a drone use regulation study during the interim and the committee recently approved recommendations that will likely be drafted into a bill this session. The recommendations include limiting law enforcement use of drones without a warrant, prohibiting anyone from arming a drone with a weapon, and requiring government agencies to register and report their use of drones to OPM.

The legislature is likely to consider PRI's bill and others concerning drone use this session.

Read OLR's reports:

- *2014-R-0132, Information on the 2012 Federal Aviation Administration Modernization and Reform Act*

- [2014-R-0137](#), *Privacy Protections Implicated by the Domestic Use of Unmanned Aerial Vehicles or Drones*

Read PRI's study documents:

- [Drone Use Regulation](#)

Read about legislation in other states compiled by the National Conference of State Legislatures:

- <http://www.ncsl.org/research/civil-and-criminal-justice/current-uas-state-law-landscape.aspx>

Juvenile Justice Policy and Oversight Committee (JJPOC)

PA 14-217 established JJPOC to evaluate and report on (1) juvenile justice system policies and (2) the extension of juvenile jurisdiction to 16- and 17-year-olds. By January 1, 2015, JJPOC must submit a report to the Appropriations, Children's, Human Services, and Judiciary committees and OPM's secretary recommending statutory changes in the juvenile justice system to (1) improve public safety; (2) promote the best interests of children and youth under the supervision, care, or custody of the DCF commissioner or the Judicial Branch's Court Support Services Division; (3) improve transparency and accountability with respect to state-funded services for children and youth in the juvenile justice system; and (4) promote the efficient sharing of information between DCF and the Judicial Branch. The legislature may consider these recommendations and other juvenile justice proposals during the 2015 legislative session.

Read related law:

- [PA 14-217](#), § 79, *An Act Implementing Provisions of the State Budget for the Fiscal Year Ending June 30, 2015*

Juveniles and Sentences to Life without Parole

The legislature may consider changes to juvenile sentencing laws in response to recent U.S. Supreme Court opinions. In 2010, the Court ruled that the Eighth Amendment prohibits imposing a sentence of life without the possibility of release on a defendant under age 18 who commits a non-homicide crime. The Court ruled that juveniles convicted of these crimes must have a "meaningful opportunity" for release after sentencing based on demonstrated maturity and rehabilitation (*Graham v. Florida*, 130 S.Ct. 2011). In 2012, the Court ruled that the Eighth Amendment prohibits automatically imposing a sentence of life without parole on offenders who committed homicides while under age 18. While the Court did not prohibit these sentences in all circumstances, it did require courts to consider how juveniles are different from adults and how that counsels against a life sentence without parole (*Miller v. Alabama*, 132 S.Ct. 2455).

A number of inmates, convicted of crimes committed when they were under age 18, are challenging the validity of their sentences under these rulings. The Connecticut Supreme Court heard arguments in three of these cases in September (*State v. Riley*, *State v. Taylor*, *Casiano v. Commissioner of Correction*).

In 2012 and 2013, the legislature considered, but did not pass, bills on this topic. The Sentencing Commission, which submitted proposals each of the last two sessions, will likely submit a proposal again, and it is likely that the legislature will consider that proposal, as well as others during the 2015 session.

Read OLR's reports:

- [2012-R-0045](#), *Summary of U.S. Supreme Court Case on Life Sentences Without Parole for Juvenile Nonhomicide Convictions*
- [2014-R-0108](#), *Juvenile Sentencing Laws and Court Decisions After Miller v. Alabama*
- [2012-R-0290](#), *Summary of U.S. Supreme Court Case on Mandatory Life Sentences Without Parole for Juvenile Homicide Convictions*

Service of Civil Restraining Orders

[PA 14-217](#) established a task force to study service of civil restraining orders pertaining to family and household members. The task force has been examining, among other things, (1) the policies, procedures, and regulations relating to state marshals serving restraining orders; (2) permissible methods of service; and (3) other states' best practices. The task force must report its findings and recommendations to the Judiciary Committee by December 15, 2014. The legislature may consider these recommendations and other proposals on this topic during the 2015 legislative session.

Read related law:

- [PA 14-217](#), § 121, *An Act Implementing Provisions of the State Budget for the Fiscal Year Ending June 30, 2015*

Read OLR's report:

- [2014-R-0243](#), *Service of Civil Restraining Orders in Certain States*

Technology and Privacy

Legislatures and courts have had to grapple with the issue of how technological advancements may implicate privacy concerns. For example, last year the legislature considered a bill that would expand the crime of voyeurism to include additional ways a person could use a cell phone camera or similar device to take intimate photographs of someone without the person's consent. The legislature also considered a bill which would criminalize "revenge porn" (such as releasing private nude photos of a former spouse or dating partner online, without the person's consent). The legislature may again consider these or similar measures.

Read related bills:

- SB 489 (2014), *An Act Concerning the Unlawful Dissemination of an Intimate Image of Another Person*
- HB 5485 (2014), *An Act Concerning Voyeurism*
- HB 5586 (2014), *An Act Concerning Revisions to Various Statutes Concerning the Criminal Justice System*

LABOR AND PUBLIC EMPLOYEES

Domestic Workers

SA 14-17 established a Domestic Workers Task Force to study issues involving domestic workers and recommend legislative initiatives to provide outreach and education services to domestic workers and their employers. Depending on various circumstances, state law often excludes domestic workers from minimum wage, overtime, workers' compensation, and other employment-related requirements. In 2015, the legislature could consider the task force's recommendations or other legislation to further define domestic workers in statute or extend certain labor law protections to them.

Read related law:

- SA 14-17, *An Act Concerning the Task Force on Domestic Workers*

Unemployment Compensation Fund Solvency

The recession's prolonged period of high unemployment drove the state's unemployment compensation fund to insolvency in October 2009. This forced the state to borrow roughly \$1 billion from the Federal Unemployment Account. The state and its employers are still paying back that loan and the related interest. Federal law requires employers to repay interest on the loan through a special assessment that the Connecticut Department of Labor imposes on employers every year. In 2014, the assessment was about \$7.50 for every full-time employee. As of November 19, 2014, the U.S. Department of Labor indicates Connecticut still owes a little more than \$432 million.

The legislature may address this situation and future difficulties that may arise with the unemployment compensation fund's solvency by considering ways to (1) pay off the federal loans more quickly to reduce interest costs, (2) increase the unemployment fund's financing, (3) reduce unemployment benefits, or (4) enact some combination of these.

PLANNING AND DEVELOPMENT

Property Tax Reform

Towns across the state continue to face fiscal stress as their capacity to generate property tax revenue does not keep pace with the rising cost of providing local services. At the same time, rising property taxes strain many property owners' finances. Legislators may consider proposals geared toward supplementing municipal revenue streams, encouraging economic development, or providing tax relief to property owners. In recent years, property tax reform proposals have included: (1) restructuring the statutory formulas for state payments in lieu of taxes, (2) diversifying towns' revenue sources, (3) implementing a statewide motor vehicle tax, (4) reducing the tax burden on certain populations, and (5) giving tax breaks to property owners who make certain investments.

Read related bills:

- SB 467 (2014), *An Act Concerning State Grants in Lieu of Property Taxes*
- HB 5583 (2014), *An Act Concerning the Payment of Real Property Taxes by Certain Institutions of Higher Learning and Hospital Facilities*

Read OLR's reports:

- 2013-R-0170, *Statewide Motor Vehicle Property Taxes*
- 2013-R-0255, *State Homestead Exemption and Credit Programs*
- 2013-R-0341, *Property Tax Exemptions for Renewable Energy Systems*
- 2013-R-0355, *Local Option Motor Vehicle Property Taxes*
- 2013-R-0434, *Property Tax Reform Recommendations and Policy Options*
- 2014-R-0037, *Municipal Authorization to Tax Property*
- 2014-R-0038, *Summary of Arguments in Estate of Lewis, et. al. v. Princeton University and Borough of Princeton*

PUBLIC HEALTH

Aid in Dying

In each of the last two years, the Public Health Committee held a public hearing on bills that would provide a procedure for a terminally ill adult patient to request medication to end his or her life. The bills received both strong support and strong opposition and did not advance out of committee. The legislature may again consider such proposals this session.

Read related bills:

- HB 5326 (2014), *An Act Concerning Compassionate Aid in Dying for Terminally Ill Patients*
- HB 6645 (2013), *An Act Concerning Compassionate Aid in Dying for Terminally Ill Patients*

Health Care Consolidation, Nonprofit Hospital Conversions, and Related Issues

Due to various changes in the health care landscape, a growing number of physician practices are consolidating with larger groups or hospital systems. Additionally, while all but one of Connecticut's acute care hospitals are nonprofit, a for-profit purchaser sought the state's approval to acquire five nonprofit hospitals but recently withdrew its application.

Last session, the legislature addressed these issues in PA 14-168. Among other things, the act requires (1) parties to certain transactions involving material changes to a medical group practice to notify the attorney general, (2) certificate of need approval for certain group practice ownership transfers, and (3) an additional public hearing as part of the hospital conversion process.

This fall, the legislative leaders convened a Bipartisan Roundtable on Hospitals and Health Care to further explore changes to the health care marketplace and develop policy recommendations. The legislature may consider changes to the oversight of health care consolidations or hospital sales. It may also consider related issues affecting health care and hospital finance, such as facility fees and the tax treatment of hospitals.

Read related law:

- PA 14-168, *An Act Concerning Notice of Acquisitions, Joint Ventures, Affiliations of Group Medical Practices and Medical Foundations and Certificates of Need*

Infectious Disease Protocols

The recent arrival of the Ebola virus in the United States has raised a number of issues about how government officials and health care workers should prepare for and respond to infectious disease outbreaks. The legislature may consider revisions to these protocols.

Prescription Drug Abuse

Like many other states, Connecticut is facing an increase in the number of emergency room visits and drug overdose deaths involving opioid analgesics (e.g., prescription painkillers such as oxycodone, hydrocodone, and fentanyl). In recent years, the legislature has implemented policies to reduce and prevent prescription drug abuse, including (1) establishing a statewide prescription drug monitoring program, (2) increasing access to opioid antagonists (medication to treat a drug

overdose), and (3) enacting an "Overdose Good Samaritan Law" to provide civil and criminal immunity to individuals who seek or receive emergency care for themselves or another person experiencing a drug overdose.

This session, the legislature may consider additional proposals related to prescription drug abuse, such as regulating "pill mills" (e.g., health care entities that indiscriminately or inappropriately prescribe controlled substances for individuals), requiring continuing medical education on pain management and prescription drug abuse for certain health care providers, and modifying physicians' prescribing practices.

Read OLR's reports:

- [2014-R-0233](#), *Prescription Drug Abuse*
- [2014-R-0236](#), *State Strategies for Addressing Prescription Drug Abuse*

PUBLIC SAFETY AND SECURITY

Body Cameras

In response to the police shooting of a black teenager in Missouri and the ensuing riots, some have called for equipping police with body cameras to record their on-duty activities. Connecticut may join legislatures across the country looking at this issue.

Expanded Casino Gaming

Announced plans for new casinos in Massachusetts may prompt the legislature to consider proposals to expand casino gaming outside the two tribal casinos. A proposal could include putting a slots parlor along I-91 just south of the proposed Springfield casino.

License Plate Readers

Police nationwide are using license plate readers mounted on police cars, road signs, or traffic lights to apprehend criminals. Legislators may debate the merits of this practice next session because of the increasing use of the cameras and concerns expressed by privacy advocates about what information is captured by the cameras, how long it is stored, and for what purpose it is used.

Resident State Trooper Reimbursement

Under the resident trooper program, the emergency services and public protection commissioner assigns state police officers, under contract, to provide law enforcement duties in towns that do not have organized police departments. Towns have expressed increasing concern about how much the program is costing them,

especially the amount they pay for fringe benefits. Last year, a bill to address the issue was not taken up in the Senate. Given towns' interest in the issue, the legislature may revisit the issue during the upcoming session.

Stingray Devices

Stingrays, also known as "cell site simulators" or "IMSI catchers," are cell phone surveillance devices that mimic cell phone towers and send out signals to trick cell phones in the area into transmitting identifying information and their locations. Published reports suggest that these devices are in widespread use by local and state law enforcement agencies across the country. Police can use these devices to intercept calls and texts from cell phones. When used to track a suspect's cell phone, the devices also gather information about the phones of bystanders. Privacy advocates argue that use of these devices should be regulated to prevent abuse. The legislature may consider proposals defining the appropriate use of these devices and how the information they gather is used.

TRANSPORTATION

"Drive Only" Licensing

Legislators may discuss the state's new "drive only" licensing policy, which begins in January. PA 13-89 requires the Department of Motor Vehicles (DMV) to issue limited driver's licenses to individuals who cannot provide DMV with proof of legal U.S. residence or a Social Security Number. The license is valid only for driving purposes; it cannot be used for federal identification purposes (such as for boarding a plane) or as identification for voting.

Read related law:

- [PA 13-89](#), *An Act Concerning the Issuance of Motor Vehicle Operators' Licenses*

On-Demand Car Services

The legislature may consider ways to regulate Uber and similar on-demand car services (e.g., Lyft), which present questions of liability, safety, and driver qualifications, among other things. In general, these new on-demand car services provide free smartphone applications that allow users to obtain rides from drivers who sign up to be listed on the app. The drivers, who use their personal vehicles to provide rides, are not employees of the companies, but must have insurance and pass a background check. Taxi and livery companies view these services as a threat to their operations because they do not incur the same overhead, salary, and regulatory costs. Services like Uber believe that taxi companies are trying to block legitimate competition. Uber began operating in Connecticut this year and a number of Connecticut taxi and livery companies have sued Uber in federal court.

Last year, the legislature required the Department of Transportation (DOT) to study how Uber and similar services fit into the current regulatory scheme and recommend ways to regulate these services to ensure the public's safety. The report is due to the Transportation Committee by February 1, 2015.

Read OLR's reports:

- [2014-R-0173](#), *Uber's On-Demand Car Service*
- [2013-R-0298](#), *OLR Backgrounder: The "Sharing Economy" and Public Policy*

Special Transportation Fund

The Special Transportation Fund (STF), which funds state highway and public transportation projects, is supported by a number of revenue streams, most notably the motor vehicle fuels tax. In the 2014 session, legislators unsuccessfully proposed amending the state constitution to bar the use of money in the STF for any purpose unrelated to transportation. This would prevent the transfer of money from the STF to the General Fund, as has happened in the past. Legislators sought a constitutional amendment because a statutory prohibition against transferring STF money could simply be overridden by legislators in a subsequent session. The legislature may again consider a proposed constitutional amendment.

Tolls

In recent sessions, the idea of electronic tolling has been raised both on a statewide level, to raise money needed to maintain and repair state highways, and to finance the extension of Route 11 from Salem to I-95. None of these proposals has succeeded. Proponents say the tolls are needed to make up for the expected decline in gas tax revenue caused, in part, by more fuel-efficient motor vehicles. Opponents say the tolls would be too burdensome, and, in the case of border tolls, would unfairly impose that burden on residents of state border towns. The legislature may again consider proposals on tolls this session.

Transform CT

Legislators this session also may learn the results of DOT's "Transform CT" initiative. This DOT website (<http://www.transformct.org/>) sought ideas from state residents, businesses, civic groups, and others on what form the state's transportation system should take over the next 50 years. DOT says the ideas it receives will help shape the type and scale of future transportation investments.

VETERANS' AFFAIRS

Housing and Homelessness

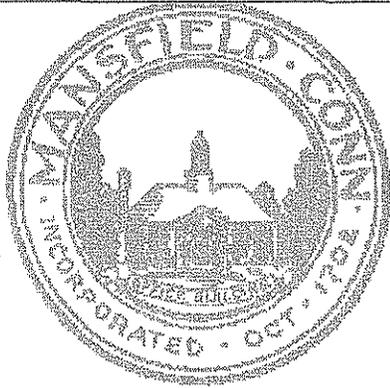
During the interim, PRI studied the operations and programs associated with the Rocky Hill Veterans' Home and will make recommendations in its final report. Additionally, the governor has introduced proposals to end veterans' homelessness by assisting veterans with employment and increasing residential opportunities. The legislature may consider these recommendations and other proposals on these topics.

Read PRI's Scope of Study:

- *Study Scope: Veterans' Home at Rocky Hill: Residential Services*

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PAGE
BREAK



THE MANSFIELD MINUTE

Item #17

FEBRUARY 2015

www.mansfieldct.org

- *Town Hall will be closed Feb. 16 for Presidents' Day.*
- *Schools will be closed Feb. 16 & 17.*
- *Winter Farmers Market at the Buchanan Auditorium, Feb. 14 and 28, 3-5 PM.*
- *The town owns and operates 104.6 miles of roads, all two lane, 7.7 miles of which are unpaved.*
- *Residents may receive free bus passes for the WRTD bus service. You must show proof of identity with address. They are available at town hall, the library, and the senior center.*



It's Budget Time Again...

All citizens are welcome at the budget meetings which begin on March 30. We urge you to attend these sessions or to take time to read [budget information](#) that will be posted on the Town's web site: www.mansfieldct.gov.

Do you have a suggestion or comment on this year's budget? We'd like to hear it! Just fill out the [form](#) and click 'submit'.
(mansfieldct.org/forms/budget_suggestion.php)

Snow Removal Operations

Despite our recent blizzard, it's still early in the snow season.

Traditionally the snowier days are in our near future. The Department of Public Works snow removal operation had been activated for eleven storms through January 23rd. Last season we responded to 28 storms, 13 which occurred after January 23rd.

So far this season, a few of the storms did not have significant snow accumulation but did result in working long hours and a greater use of material on the road than one would expect. At least 3 storms oscillated between snow, rain and freezing rain resulting in road surfaces changing from wet to slippery then back to wet and then slippery again across a 12 to 18 hour period.

Continued on page 2...

Mansfield Tomorrow...

Two years ago we kicked off the *Mansfield Tomorrow* project by asking residents for their vision of the future. Your response helped shape a new plan to guide Mansfield over the next twenty years. The proposed *Mansfield Tomorrow Plan of Conservation and Development* establishes a framework for conserving and enhancing the features that people cherish such as our rural character, natural resources, farms and open spaces, historic and cultural resources, and the services that contribute to a high quality of life. The Plan also addresses important issues in more detail than we ever have before, such as how to grow and diversify the town's economy to support desired community services and counter the impacts of reduced state revenues on the tax base; strategies to expand the range of housing options to meet the needs of residents of all ages, incomes and physical abilities; and improvements to our infrastructure that expand transportation options, conserve resources and direct growth to appropriate locations.

The Plan establishes a framework for future development while retaining Mansfield's rural character by directing new growth to a few, compact locations based on the Town's current Plan of Conservation and Development. Only 11% of the Town is designated as smart growth areas where new development is encouraged to locate. These areas include mixed-use centers at Storrs Center, Four Corners, North Eagleville/King Hill Road and the Route 195/Route 6 areas as well as UConn's main campus, new technology park and Depot Campus areas. The remaining 89% of the town has

Continued on page .

Snow... cont. from pg. 1...

For a storm requiring immediate service everywhere in all areas of Town, the snow removal crew is made up of 20 people plus the Public Works Operations Manager. The Roads Division only accounts for 10 crew members, additional people come from the Grounds, Solid Waste and Equipment Maintenance Divisions. The snow removal operations involves the plowing of 100 miles of paved and 7.5 miles of unpaved Town roads, 7.2 miles of sidewalks or walkways and over 1 million square feet of parking lots, parking spaces, trail heads and fire pond access ways. The Town roads are divided into 8 plow truck routes. It takes a plow truck driver approximately 2.5 hours to complete one loop of their assigned route. So it is normal that a resident will only see the plow truck on their road 1 time in 3 hours.

This snow season, the Public Works Department is experimenting with treated salt as a road treatment in lieu of a sand/salt mixture that has traditionally been used for many years. Treated salt is the coating of traditional salt with a liquid that makes the salt more effective at melting snow

and breaking the bond between the pavement and the snow. It works faster, lasts longer, and is operational at lower temperatures. This season, one route has been using treated salt on all but a few storms. Mansfield is one of the few remaining Towns in Connecticut to use a sand/salt mix as a road treatment. Many Towns and cities as well as the State's Department of Transportation stopped using sand/salt mix over five years ago.

Next year, snow season 2015—2016, pending budget approval, Mansfield will convert entirely to treated salt. While treated salt may be a little bit more expensive than a sand/salt mix on a ton to ton comparison, there are other costs involved when using salt/sand mix that treated salt does not incur:

- 1) Street sweeping of all the roads in Town takes much longer which translates into greater maintenance costs and fuel usage. The ability to sweep the roads faster will make personnel available earlier in the construction season to work on other jobs.
- 2) Treated salt dissolves and does not end up as sediment in a catch basin (storm drain) whereas with road sand there is material to remove from catch basins which means increased expenses in fuel, maintenance, and potential disposal costs.
- 3) Reduction in overtime and straight time used to re-apply sand/salt mix on roads after refreezing.

Mansfield Tomorrow... cont. from pg. 1...

been assigned a land use designation whose purpose is to conserve the existing rural character.

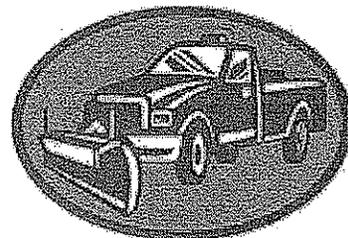
The plan is aspirational, but grounded in reality. Action plans identify hundreds of potential actions the Town can take to achieve the vision and goals; however, it also recognizes that our ability to implement those actions is controlled by the availability of financial resources. The Plan also includes elements meant to enhance the Town's long-term fiscal sustainability by helping the Council and Town Manager to set priorities through the annual budgeting process.

Learn More About the Plan

On January 15th, the Department of Planning and Development kicked off a series of community information sessions with a televised presentation at Town Hall. This session can be viewed on-line anytime at mansfieldtomorrow.com or on Charter Cable Channel 191. The last meeting is scheduled for Thursday, February 5th at 7 PM at the Middle School.

The draft plan is available for download at mansfieldtomorrow.com. Hard copies can be checked out from the Library, or viewed at the Community Center, Senior Center and Town Clerk's Office.

See page 3 for ways to have your say about Mansfield's future.



Town Hall Hours:	
<i>Monday</i>	<i>8:15-4:30</i>
<i>Tuesday</i>	<i>8:15-4:30</i>
<i>Wednesday</i>	<i>8:15-4:30</i>
<i>Thursday</i>	<i>8:15-6:30</i>
<i>Friday</i>	<i>8—12</i>



We Want to Hear from You

A public hearing is scheduled for Monday, March 2nd at 7 PM in the Town Council Chambers.

Comments may be submitted in writing prior to the hearing in the following ways:

Via email to mansfieldtomorrow@mansfieldct.org

Via mail to: Mansfield Planning and Zoning Commission
c/o Department of Planning and Development
Audrey P. Beck Municipal Building
4 South Eagleville Road
Mansfield, CT 06268

Online: Use the link at mansfieldtomorrow.com to a digital copy of the plan that allows you to submit comments at the end of each chapter.

All written comments received by 4 PM on Monday, March 2nd will be provided to the Planning and Zoning Commission and included in the public hearing record. Oral testimony will be received at the public hearing starting at 7 PM. The public hearing will end after the last speaker has been heard. However, to ensure that the Commission is able to focus on the testimony being provided, the public hearing will stop at 11 PM and be continued to another night and time if there are more speakers than can be heard by then. The hearing may be closed earlier than 11 PM if all interested speakers have been heard.

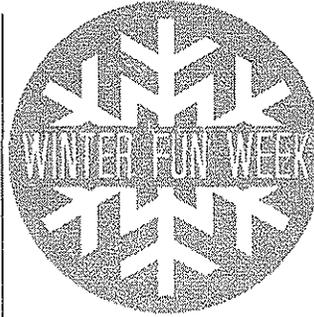


**Town of Mansfield
Compost Bin Pre-Order Sale**

This spring the Town is offering residents the opportunity to purchase two different types of compost bins at a discounted price. The Town will purchase the pre-ordered containers through Signature Marketing out of Simsbury. Residents can save money because of a municipal bulk purchase price and avoided tax. The pre-order sale begins February 1 and ends March 20. Checks must be received by March 20.

The composters should be available to pick up at the Town Hall by April 3, 2015.

For more information, call 860-429-3333 or e-mail waltonvd@mansfieldct.org.



The Mansfield Downtown Partnership and Storrs Center invite you to celebrate the season downtown during **Winter Fun Week!**

From Sunday through Saturday, Feb. 1-7 there are many different events for all ages and interests, from art exhibits to sporting events to musical performances.

Visit the Winter Fun Week [website](http://winterfunweek.wordpress.com) (winterfunweek.wordpress.com) to see the full listing of events – there’s something fun to do every day!

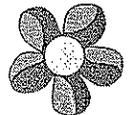


President’s Day Art Camp

Community School of the Arts
Monday, Feb. 16, 10 AM - 4 PM
Art, puppetry, singing, moving. BYO lunch.
Call 860-486-1073 for more information.

Organic Land Care Workshop Series

The town is offering a series of free workshops focused on landscaping techniques that reduce storm water pressure, pesticide, herbicide and synthetic fertilizer use and support a healthy environment around our homes.



Our first workshop will be:

Edible Landscaping

Saturday, Feb. 28, 10 - 11 AM, (snow date March 7)
Town Hall Council Chamber

Make your home landscape multi-task by including edible, but beautiful, plants. Deborah Lee, a UConn Extension Master Gardener Coordinator, will explain how to include edible trees, shrubs, perennials & annuals in your existing gardens. Register by Feb. 25.

Other workshops will include Organic Lawns (March 14), Rain Gardens/Rain Harvesting (March 28), Permaculture Gardens (April 11), and Backyard Composting (May 2).

To register, call 860-429-3333 or e-mail waltonvd@mansfieldct.org.

And don’t forget — the library has a seed library for gardeners. Stop in when it’s time to begin planting for some organic seeds to grow and share!

February Events and Activities in Mansfield

Parks and Recreation

Annual Father/Daughter Valentine's Dance

Friday, Feb. 6, 7-9 PM
Rome Commons Ballroom on the UConn campus
Spend an evening of dancing and fun with that special girl(s) in your life. Dress is semi-formal. Open for all daughters with their father figure. \$25 advance purchase for residents, \$35 at the door. Daughters are free.

Winter Family Fun Nights!

Friday, Feb. 27, 6:30-9:30 PM at the Community Center. Giant inflatables, ping pong, toys, puzzles, open gym & more! No registration is required.

Free Mansfield Day

Sunday, Feb. 8, 11 AM-2 PM
Have you been wondering what all the excitement is about at the Mansfield Community Center? Well, if you're a Mansfield resident you can find out for FREE.

Parents'/Kids' Night Out

Saturday, Feb. 7, 3:30-7:30 PM
Drop the kids off for some supervised fun. Pizza and drinks will be served.
\$20 for Mansfield residents, \$30 for non-residents.

Recreation Rescue

Tuesday, Feb. 17, 7:30-5:30
For children in grades K-8, games, activities, field trip.



Mansfield Public Library

Valentine Crafts

Tuesday, Feb. 10, 4-5:30 PM
Drop in after school and make something sparkly for Valentine's Day!



Tween/Teen Cupcake Decorating

Saturday, Feb. 14, 2-3:30 PM
Bring in some unfrosted cupcakes and learn some cool decorating tricks. This program is free and drop in, but supplies are limited, so sign up between January 26th and February 4th to reserve your spot!
For people ages 11-19.

Blocks and Board Games

Tuesday, Feb. 17, 1:30-3 PM
An afternoon of unstructured play for a school vacation. Build things with different kinds of blocks (Legos, Tinker Toys, gears), enjoy a variety of fun board games and sink your hands into some play dough. Come and enjoy some playtime!



How to be an Informed Investor

Thursday, Feb. 26, 2 PM
Before you invest, take time to think about your overall financial situation and investment goals. Learn why you should investigate before you invest and how to protect yourself from investment fraud and scams. Free and open to the public.

Family Storytime

Saturdays, 10:30 AM
Come enjoy stories, songs, finger plays and simple crafts.

Mansfield Senior Center

AARP Tax-Aid

Mondays and Wednesdays, starting Feb 2.
Free service for local seniors. Please call 860-429-0262 ext 0. Morning and afternoon appointments available.

Blood Pressure Clinic

Wednesday, Feb. 4, 11:30 AM
This Blood Pressure Clinic is available to those 55 years of age and older on a first come first serve basis. There is no cost of the clinic and no pre-registration is required.

FoodShare

Thursdays, Feb. 5 & 19, 11:30 AM
Wrights Way back Parking Lot. No registration necessary. Please bring your shopping bags.

Valentines Day Luncheon

Friday, Feb. 13, 12 PM
Celebrate the love in your life & join us for a Special Valentines Day Luncheon. Cost: \$5.00. Call 860-429-0262 ext 0 to register.

Third Wed. MSCA Event

Wednesday, Feb 18, 12 PM
Special lunch with entertainer Ashly Cruz. Cost: \$5.00. Call 860-429-0262 ext 0 to register.

Senior Van Trips

Call 860-429-0262 ext 0.
Wednesday, Feb. 11
Mark Twain House & Harriet Beecher Stowe House, Hartford
Friday, Feb 20
Hartford Flower & Garden Show
Tuesday, Feb. 24
Bay Path Culinary Institute



Matt

Item #18

SENIOR SPARKS

Mansfield Senior Center Newsletter

~ FEBRUARY 2015 ~

CELEBRATE THE LOVE IN YOUR LIFE &
JOIN US FOR A SPECIAL VALENTINE'S DAY LUNCHEON
~ FRIDAY, FEBRUARY 13TH AT 12PM ~



The Menu:

Oven Roasted Top Round of Beef,
Baked Potato, Broccoli Spears,
Rolls with Butter and a Lovely Dessert!

Please register with Kathy Yaffee by February 6th
\$5.00 per person



3RD WEDNESDAY LUNCHEON & ENTERTAINMENT
~ FEBRUARY 18TH AT 12PM ~

Were you one of the fortunate ones who heard
Ashly Cruz enthrall us with her beautiful voice in October?
If so, mark February 18th on your calendar, for Ashly is returning!
If you weren't there you should avail yourself of this vivacious and exuberant
entertainer who has traveled the country over!
Ashly will be serenading us with love songs to celebrate Valentines Day!

We'll be serving Chicken Salad Sandwiches, Minestrone Soup
and a Special Dessert!

Please register at the Front Desk by February 10th
\$5.00 per person

Mansfield Senior & Wellness Center
303 Maple Road, Mansfield, CT 06268 Tel: 860-429-0262 Fax: 860-429-3208



MANSFIELD SENIOR & WELLNESS CENTER

HOURS:

MONDAY TO FRIDAY
8:30 AM TO 4:30 PM

TEL: 860-429-0262

FAX: 860-429-3208

E-MAIL: SENIORCNTR@MANSFIELDCT.ORG

TOWN WEBSITE: WWW.MANSFIELDCT.ORG

SENIOR CENTER SUPERVISOR:

CINDY DAINTON
860-487-9872

PROGRAM COORDINATOR:

SARAH TAYLOR
860-487-9874

VOLUNTEER TRANSPORTATION COORDINATOR:

GIANNA STEBBINS
860-487-9877

RECEPTIONIST:

KATHY YAFFEE
860-487-9870

SITE SERVER:

SHARON CARON
860-487-9876

ADULT SERVICES SOCIAL WORKER:

KATHY ANN EASLEY
860-487-9873

OUTREACH WORKER:

CAROLYN MCAULIFFE
860-487-9875

DIAL-A-RIDE TRANSPORTATION

is available for Mansfield residents. Please call 860-456-1462
at least **48 hours** in advance. This service is provided by the
Windham Regional Transportation District.

A NOTE FROM CINDY DAINTON, SENIOR CENTER SUPERVISOR

"HAPPINESS IS A PERFUME
YOU CANNOT POUR ON OTHERS
WITHOUT GETTING A FEW DROPS ON YOURSELF."
- RALPH WALDO EMERSON

"How are you doing with your resolutions? This is the
time of year that the resolutions tend to fall by the way-
side. Why not try a new class or program at the Senior
& Wellness Center?

If you are interested in the Self-Assessment process of
the Mansfield Senior & Wellness Center or would be
interested in being on the committee, please see me.
This promises to be a very rewarding process for
everyone!

According to Google, "In the United States, the first
mass-produced valentines of embossed paper lace
were produced and sold shortly after 1847 by Esther
Howland (1828-1904) of Worcester, Massachusetts."
Approximately 1 billion valentines are sent out each
year. So here is your first Valentine!

HAPPY VALENTINES DAY!!

CINDY



INCLEMENT WEATHER

It's officially that time of year again!

Please note:

The Senior & Wellness Center will
announce delays & closings on
WTIC (1080 AM), WILI (1400 AM), or
Channel 3 News (WFSB) by 8am.
You can also call the Senior Center at
860-429-0262 for announcements.

Please use caution
and put your own safety first!



MANSFIELD SENIOR CENTER ASSOCIATION, INC.
Greetings from Estelle Elliott, MSCA President

Hello and Good Day,

I will start off with a correction to the list of helpers for the Bazaar, Sam was not one of our association members, she was a wonderful and gracious Lady who came to help as a friend of one of our members. She came all the way from Guilford on Friday, helped with set up, and stayed over to help at the Bazaar. Thank you to all who helped.

Although it's cold outside, I'm moving onto thoughts of Spring! The town-wide tag sale is being planned for April and we have the option of joining in and using this as a fundraising opportunity for the Association. We would set up tables in the parking lot and be included on the town-wide map of places to shop. The only catch is that we need help to pull this off. We would need at least 6 volunteers—3 people from 7:30-9:00 am to help bring things out of the shed and 3 people at the end of the day to help clean up. Please consider signing up at the Senior Center, or by calling Estelle at 860-429-0262, ext.5. Thank you!

**MSCA
 FUNDRAISER**

**T-SHIRTS, POLO SHIRTS
 & SWEATSHIRTS**

We'll be placing one more order for the MSCA Polo Shirts & Sweatshirts! We are now able to get the full zippered, no hood sweatshirt in grey or navy. The polos still are in navy or maroon.

Please place your order by February 28th for a March 2nd delivery. No more orders will be taken after this date. Shirts must be paid for when you place your order. The T-shirts are in stock and can always be purchased at the Senior Center.

Questions?
 Please contact Kay or Estelle
 at the Center at 860-429-0262.

A VERY SPECIAL THANK YOU TO
JUNE CURTIS
 FOR BRINGING IN HER BEAUTIFUL
 DISPLAY OF ANGELS FOR THE HOLIDAYS!

**MANSFIELD SENIOR CENTER
 EXECUTIVE BOARD MEMBERS**

- President: Estelle Elliott**
Vice President: Jean Ann Kenny
Immediate Past President: Rita Braswell
Secretary: Bev Gotch
Finance Officer: vacancy
Treasurer: Mike Beschler
Assistant Treasurer & Subscription Manager: Kathy Rule
Member at Large: Sam Gordon
Computer Committee Chair: Rotating
Program Committee Chair: Joan Terry
Sparks Committee Chair: Rita Braswell
Travel Committee Chair: Kay Warren

To reach the Association President,
 please call 860-429-0262, ext. 5

**MSCA Executive Board & Association
 Meeting Schedule**

- | | |
|------------------------|---|
| Executive Board | February 11th at 1:00pm |
| Association Mtg | March 11th at 12:45pm |
| Executive Board | March 11th at 1:30pm |
| Executive Board | April 8th at 1:00pm |
| Executive Board | May 13th at 1:00pm |

THANK YOU SO MUCH!!



To all the Seniors who help produce,
 edit, collate & mail the Sparks!

To all the Seniors who volunteer in our kitchen
 and at the reception desk!

To all of our Volunteer Drivers!

**WE SIMPLY COULDN'T DO ALL THAT
 WE DO WITHOUT YOU!**

New in February

AARP Tax-Aid Program

**Mondays & Wednesdays
February 2nd through April 8th**

AARP's Tax-Aid program will once again provide **free tax preparation assistance** for local residents, with special attention to those 60 and older. If married, both husband and wife should be present during the appointment. Taxpayers must also have all available information and documents that apply to their 2014 income taxes, including:

- * A copy of both of your 2013 tax returns
- * ID information for taxpayers & dependents
- * All W2, 1099, other relevant forms and documentation

**Please call the Senior Center
at 860-429-0262
to schedule your appointment.**

PRESENTATION:

**LOCAL VOLUNTEER OPPORTUNITIES
FRIDAY, FEBRUARY 6TH AT 1:00PM**

Whatever your passion, however you get involved, volunteering offers a way to have a real and lasting impact — on your own life and the world!

Join us for this informative presentation with representatives from two local programs—CCAR and TVCCA—who will highlight the volunteer opportunities in their respective programs.

CCAR is a support program for people in recovery; they run various support groups, computer classes, social opportunities and more at their location in Willimantic.

TVCCA sponsors a Foster Grandparent Program where Seniors 55 and older can actually earn a tax-free stipend to help children learn at a school or childcare center near them.

We hope to see you there!

COLLETTE VACATIONS PRESENTATION FEBRUARY 9TH AT 10AM



Explore England, Scotland, Ireland and Wales with us this fall! Tracey from Collette Vacations will be here to discuss all the details of this fantastic 15-day trip coming up in October! Please call Kay at 860-429-0262, ext. 6 for more information!

Overdrive

Learn all about downloadable ebooks and audiobooks! Feel free to bring in your kindle, iPad or tablet. Presented by the Mansfield Library.

February 10th at 10am

Coming in March:

Universal Class (online courses) &
Zinio (downloadable magazines)

~ THE STORIES WE ARE ~

**"THERE'S ALWAYS ROOM FOR A STORY THAT CAN
TRANSPORT PEOPLE TO ANOTHER PLACE."**

- J.K. ROWLING

Share your thoughts, stories, memories, photographs and more in this contemplative new group!

~ FAMOUS FIRSTS ~

THURSDAY, FEBRUARY 12TH AT 11:00AM

Tell us about a significant "first" in your life: first job, first love, first car, etc.

~ OLD SCHOOL DAYS ~

THURSDAY, FEBRUARY 26TH AT 11:00AM

Share your first or most unforgettable school memories.

Focus on Fitness

Walking DVD



Do you have 40 minutes to devote to your health? That's all it takes to walk two miles with our morning walking group!

Mondays 9:00-9:40am
Wednesdays 9:00-9:40am
Fridays 9:00-9:40am

There is no need to pre-register and no fee for this class.

Strength & Stability



This is a cardio and toning class that utilizes weights, bands and stability discs. The class is designed to work your body at whatever level you're comfortable.

Tuesdays & Thursdays
8:30-9:30am

\$5.00R/\$6.00NR per class
This class will be billed monthly based on attendance.

Fundamentals of Tap



This is a tap dancing class for beginners or those that need a refresher from previous lessons. The class will focus on steps and footwork. Pre-registration is required.

Wednesdays 1:00-2:00pm
4 Classes—\$20.00R/\$24.00NR

Senior Aerobics



This high energy class provides a complete cardio workout with a combination of standing exercises and mat work. Pre-registration is required.

Mondays at 9:00-10:00am
3 Classes—\$15.00R/\$18.00NR

Thursdays 3:15-4:15pm
4 Classes—\$20.00R/\$24.00NR

*** NEW ***

Tai Chi Cooperative Group



Join us for an opportunity to practice Tai Chi in this cooperative, self-led group! We plan to practice various forms and routines with the help of DVDs and cooperative learning. All levels welcome.

Wednesdays 10:00-11:00am
There is no need to pre-register and no fee for this class.

Power of Aging



This weight-bearing exercise program is designed for those who want to improve their muscle power, strength, balance and endurance. Class begins with a warm-up and continues with a variety of exercises designed to increase muscular strength, range of movement, flexibility, balance and core strength.

Tuesdays 11:00am-12:00pm
Thursdays 12:30-1:30pm
\$5.00R/\$6.00NR per class
This class will be billed monthly based on attendance.

S Sparkettes Class

P This class is for those tap
A dancers who have previous
R experience and are interested
K in performing at a variety of
E local settings. The class will
T focus on footwork, precision,
T speed and performance skills.
E Pre-registration is required.

Mondays 10:15-11:45am
3 Classes—\$22.50R/\$27.00NR

*** NEW ***

Gentle Yoga

Experience the many health benefits of this gentle restorative practice, including improved strength, flexibility, range of motion & relaxation. This class is open to students of all levels, and no previous yoga experience is required. Students with chronic conditions, injuries or arthritis will also benefit from this class. Pre-registration is required.

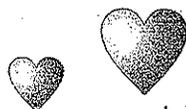
Wednesdays 11:00am-12:00pm
4 Classes—\$20.00R/\$24.00NR

Sit & Get Fit



Sit & Get Fit is a seated exercise class that combines stretching, resistance, chair aerobics and strength building movements to increase flexibility, range of motion and body awareness. Pre-registration is required.

Fridays 10:30-11:30am
4 Classes—\$20.00R/\$24.00NR



*** Resident and Non-resident Prices listed are for the month of February ***

Please register at the Senior Center or call Kathy Yaffee for more information



CREATIVE ARTS

Creative Stamping

Make your own cards, stationary, bookmarks & VALENTINES! Stamps, ink, card stock & paper will be supplied. Pre-registration is required.

Tuesdays, February 10th & 24th at 1:00pm
\$3.00 per class

Wood Carving

Try your hand at this ancient art with members of the Mystic Carvers Club! There is no fee for this class, and beginners do not need to bring any supplies—come try it out first; the group leaders will then recommend beginner tools and local suppliers. For more information visit www.mysticcarvers.com.

Wednesdays at 9:30am

Quilting with Pat

This session will feature "Projects of Your Choice." Use this time to begin new projects or complete projects that need a finishing touch. Whether it's a project that has you stumped, a quilt that just needs a border or a new project that needs a jump start, bring it in and get some encouragement and motivations with Pat Ferguson as your "Quilting Coach." Pre-registration is required.

Thursdays from 10:00am-12:30pm

New Session: JAN. 8TH, 15TH, 29TH & Feb. 5th, 12th, 19th, 26th
\$30.00R/\$35.00NR

All Day Quilting Retreat with Pat

Quilt all day on projects of your choice with Pat Ferguson as your "Quilting Coach." Call Pat at 860-429-6999 or email her at patfergusonquilts.com for more information.

February 3rd 10am - 4:30pm

\$30.00R/\$35.00NR

Jewelry

If you've passed by the Craft Room on a Thursday afternoon, you've probably heard laughter and chatter as the "beaders" create beautiful necklaces, earrings, bracelets and more! New members are always welcome!

Thursdays at 1:00pm

Knitting & Crocheting

Come enjoy an opportunity to knit or crochet with friends!

Fridays at 10:00am

Art Studio

Our expansive craft room is available for you to come in and work independently on your own project...with the company of some great artists!

Fridays at 1:00pm

WELLNESS PROGRAMS

Reiki

Provided by Reiki Master Bette Giordano.

The cost for a 1-hour session is \$30.00.

February 5th from 9:00-11:00am

Mini Spa

Treat yourself! Manicures, pedicures and haircuts available at a reduced cost for Seniors.

February 2nd from 9:00am-12:00pm

Podiatrist

Complete foot care & podiatric evaluations.

Medicare will be billed if eligible.

February 3rd from 9:00am-12:00pm

Herrman Blood Pressure Clinic

Open to those 55 and above. There is no cost and no pre-registration required.

February 4th from 11:30am-12:00pm

Massage Therapy & Reflexology

Treat yourself to a massage or reflexology session this winter and reap the health benefits! The cost for a 25-minute session is \$15.00.

February 9th from 9:00am-1:00pm

VNA East Adult Health Screenings

Blood Pressure, Foot Care & Ear Flushing

February 18th from 1:00-3:00pm

Please call Kathy Yaffee at 860-487-9870
for more information or
to make your appointment.

HEART HEALTH PRESENTATION

FEBRUARY 25TH AT 12:30PM

Join RN Priscilla Shaw for this timely
discussion on heart health!



Topics to be covered include:

Heart Disease &
how to manage it at home

Heart Failure

Hypertension

Tips to Maintain a Healthy Lifestyle

GROUPS & CLUBS

Genealogy Group

Led by Helen Collins, this group meets to share their progress in searching for their ancestors. Helen keeps the group updated with new web sites and information, and plans trips to libraries and other facilities where members can research their genealogy. Just beginning? The group will give you suggestions to get you started! This group meets on the
2nd Tuesday of each month at 10:00am

Book Club

Bring along your love of reading to this literary group!
This group meets on the
2nd & 4th Wednesday of each month at 2:00pm

Conversations with Betty

This group will be on winter hiatus during February, March & April. Please check back in the spring!

Photo Club

This group meets on the **1st & 3rd Friday of each month at 10:00am**. Please call Dan Gebben at (860) 576-1122 for more information.

Senior Center Chorus

If you like to sing, come and join us! You don't have to be an accomplished singer—there will be music to satisfy both the novice and experienced. We perform at local nursing homes, senior housing and rehabilitation facilities. For more information, contact Stu Sidney at 860-429-7271.

Mondays 1:30 - 3:00 pm

Writing Group

Come tell your secrets with pad and pen, discuss your life from way back when. A good friend found, now in the "loop," come and join our writing group. We hope to see you there!

Wednesdays at 10:00am

Causeries en Français

Parlez-vous Français? Bring along a bag lunch and join us for an hour of great conversation en français!

Wednesdays at 12:00pm

FRIDAY AFTERNOONS AT THE MOVIES

City of Angels

Nicolas Cage and Meg Ryan star in this poignant story of love and angels. (PG-13)

February 13th at 1:00pm

My Big Fat Greek Wedding

Nia Vardalos stars in this good-hearted, lovable and delightfully eccentric, romantic comedy. (PG)

February 27th at 1:00pm

~ CARDS & GAMES ~

WII BOWLING

Tuesdays at 9:30am
Thursdays at 9:30am
Thursdays at 2:30pm

BRIDGE

Thursdays at 1:00pm

DUPLICATE BRIDGE

3rd Friday at 12:45pm

SCRABBLE

Mondays at 10:00am
Tuesdays at 10:00AM
Fridays at 10:00AM

MAHJONGG

Mondays at 1:00pm

BINGO

Tuesdays at 1:00pm

DUPLICATE BRIDGE SCORES

DECEMBER 19TH:

NORTH/SOUTH

- 1 JERRY SHAPPER - GEORGE WALLER 65
- 2 KATHY WATSON - MARION BUTEAU 64
- 3 SUE COWEN - MARY BROWN 51

EAST/WEST

- 1 ATHENE VON HIRSHBERG - JUDY SENKBEIL 57
- 2 BILL HOSS - PAUL STANTON 56
- 3 MARY ANN FODOR - JOE FODOR 54

JANUARY 16TH:

NORTH/SOUTH

1. ALINE BOOTH - JEANNE HAAS 48
2. HELEN GAUTHIER - NAPPY GAUTHIER 47
3. JERRY SHAPPER - SAM WHEELER 41

EAST/WEST

1. ANNA MCCLAIN - SUE LOSEE 54
2. NOLA HOSS - BILL HOSS 50
3. HELEN COLLINS - DIANE HIRSCH 50

*** NEW ***

**BEGINNER'S
SCRABBLE GROUP!**

**MONDAYS
AT 10:00AM**

TRIPS & TRAVEL

Voices of the Legends in Atlantic City ~ February 18th-20th

WAIT LIST ONLY!

Package includes: 2 nights at the RESORTS Casino hotel, \$90.00 pp in slot play, \$80.00pp in meal vouchers (1 breakfast & 2 buffet dinners), 2 shows in the Resorts Theatre, driver gratuity, baggage handling & taxes. **\$190.00pp**

Atlantic City



ST. Patrick's Celebration at the Aqua Turf ~ March 18th

Package includes: coffee and donuts on arrival, corned beef & cabbage or baked scrod lunch with a glass of beer or wine, entertainment by The Maclean Band and Emerald Fire Dancers, and driver's gratuity. **\$78pp.**

Branson Show Extravaganza ~ September 12th-20th

Six shows including *Jonah* at the Sight & Sound Theatre, 14 meals, 8 breakfasts and 6 dinners. **A trip you don't want to miss! Please sign up early, as this trip will fill quickly!** **\$75.00 deposit** (insurance must accompany deposit if you want the insurance).

\$782.00pp



For more information on any of these trips, contact Kay Warren at 860-429-0262, ext. 6.

DAY TRIPS

Crystal Mall, Waterford ~ Thursday, February 5th

Come spend the day at the Crystal Mall in Waterford! Lunch at restaurant of your choosing. Van departs the Center at 9:30am and returns at 4pm. Transportation is FREE!

Registration deadline is Monday February 2nd.

Mark Twain House & Harriet Beecher Stowe House, Hartford ~ Wednesday, February 11th

Come and visit these historic homes in Hartford's Nook Farm—Hartford's most desirable neighborhood in the 19th Century! You can tour both impeccably restored homes, learn about the lives of their world-renowned residents, and discover how two Hartford neighbors changed literature and continue to shape our nation's view of itself. Lunch will be at a "mystery" location on our way home! Van departs Center at 9:30am and returns at 3:30pm. **Admission is \$22/person. Registration deadline Monday is February 9th.**

***NEW * Stew Leonards in Newington ~ Tuesday, February 17th**

Shop your heart out at this fabulous grocery store! Van departs Center at 10:30am, returns around 3:30pm.

Hartford Flower & Garden Show at the CT Convention Center ~ Friday, February 20th

Come and experience the Spirit of Spring! Beautifully landscaped exhibits, booths overflowing with plants, herbs, and garden ornaments! Lunch on your own within show or at area restaurant of your choosing. Van departs Center at 9:30am and returns at 3:30pm. **Admission is \$14/person.**

Registration deadline is Tuesday, February 17th.

Bay Path Culinary Institute, Charlton, MA - Tuesday, February 24th

Come and enjoy the tastes being offered at this wonderful culinary school! Van departs Center at 10am and returns at 1:30-2:00pm. **Fee approximately \$10/person** (depending on what you order).

Registration deadline is Friday, February 20th.

***NEW* Shopping Center in Dayville ~ Thursday, February 26th**

Target, Michaels, TJ Maxx, Staples, Lowes and More! Shop to your heart's content!

Van departs Center at 10am and returns at 3pm.

*These Trips fill up quickly, so please register early at the Reception Desk.
For more information on any of these trips, contact Gianna at 860-487-9877.*

ADULT & SENIOR SERVICES

Mobile Food Share at Wright's Village
February 5th & 19th
11:30am-12:15pm

Dealing with Low Vision?
Join our **Low Vision Group**
for support, friendship and helpful tips.
February 11th from 11am—12pm

Special Guest Tracy Andrews,
WW Vision Specialist from Vision Dynamics
will join us for our February group to provide an
interactive presentation that will help
empower and inspire you to lead
a more independent life.

Caregiver's Support Group
February 18th at 3:00pm

The Disabled/Elderly Homeowners
Tax Credit Program
begins February 1st and ends May 1st.
Income qualifications are:
\$34,600 for a single person
\$42,400 for a married couple

Please call Kathy Ann Easley for more information.

Energy Assistance
The ACCESS Community Action Agency
is now taking appointments. Contact ACCESS at
860-450-7400.

ACCESS HEALTH CT
OPEN ENROLLMENT ENDS FEBRUARY 15TH

*Our Social Workers are available to assist
Mansfield residents connect to individuals
with services and programs that are
available within the community.*

Kathy Ann Easley
Adult Services Social Worker
860-487-9873

Carolyn McAuliffe
Outreach Worker
860-487-9875

COMPUTER CLASSES



MICROSOFT "WORD" 2010 FOR BEGINNERS

WEDNESDAY, FEBRUARY 4th
& FRIDAY, FEBRUARY 6th
1PM - 4PM
\$10.00

Nearly everything we do on the computer requires that we use the keyboard to type something. Most of these things we do use the methods in "Word." This class is designed for those who have no knowledge of "Word." Some of the things you will learn are:

- * How to begin using the program
- * How to type words and numbers
- * How to correct mistakes
- * How to change the size and color of things you type
- * How to name the document that you are making
- * How to save the document that you have made in a place where you can find it
- * How to bring the document back so you can read, change or print it

ADVANCED MICROSOFT "WORD" 2010

WEDNESDAY, FEBRUARY 18
& FRIDAY, FEBRUARY 20
1PM - 4PM
\$10.00

This class is designed for those who are familiar with "Word," and would like to learn more of the techniques that are available in the 2010 version. There are specific topics planned, but depending on the needs of those attending, we will discuss their needs and try to resolve them.

~ PC Help ~

Free computer and/or digital camera help is available. No appointment necessary!

Every Monday at 10:00am

Computer Classes are taught by
members of the MSCA Computer Council.
Participants must pre-register for classes at the
Reception Desk before classes begin.

For more information on the
Computer Council or any of their classes, please
contact them at 860-429-0262, ext. 7

VCCA SENIOR CAFE

February 2015

Lunch is served at 12:00pm Monday through Friday for individuals aged 60 and over and their spouses. Suggested voluntary donation is \$3.00, payable the day of the meal; the price for those under 60 is \$12.10. Please remember to make your reservation at least 24 hours in advance by 10am!

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<p>ANTI CRISTO: 3 PATTY, TURKEY MELT, AMERICAN CHEESE ON CRUSTY TOAST CHUCK WAGON VEGETABLES APPLESAUCE</p>	<p>3 SLOPPY JOES W/BUN BAKED BEANS CAPRI VEGETABLES PEARS & MANDARIN ORANGES</p>	<p>4 CHEESE MANICOTTI W/MARINARA BROCCOLI & CAULIFLOWER CRANBERRY JUICE OATMEAL COOKIE</p>	<p>5 BAKED COD FLORENTINE MASHED POTATOES ITALIAN VEGETABLE MEDLEY FRESH ORANGE</p>	<p>6 BROCCOLI & CHEESE STUFFED CHICKEN BUTTERED NOODLES PEAS & CARROTS PINEAPPLE CUP</p>
<p>SPINACH PIZZA W/MARINARA VEGETABLES PEARS & MANDARIN ORANGES</p>	<p>10 PORTUGUESE CHICKEN SEASONED RICE & BLACK BEANS BROCCOLI FRUIT COCKTAIL</p>	<p>11 CHICKEN SAUSAGE W/ PEPPERS & ONIONS ON A HOT DOG BUN GARLIC CUMIN RUBBED POTATOES CAPRI VEGETABLE MEDLEY FRESH FRUIT</p>	<p>12 BAKED HAM IN A BROWN SUGAR MUSTARD GLAZE MASHED SWEET POTATOES GREEN BEANS PEACH CUP</p>	<p>13  VALENTINE'S LUNCH OVEN ROASTED TOP ROUND OF BEEF BAKED POTATO BROCCOLI SPEARS ROLLS W/BUTTER SPECIAL DESSERT \$5.00 PER PERSON PLEASE REGISTER BY FEB 6TH</p>
<p> President's Day SENIOR CENTER IS CLOSED</p>	<p>17 BRAISED PORK LOIN IN AN ORANGE MARMALADE SAUCE MASHED SWEET POTATOES MIXED VEGETABLES FRESH FRUIT</p>	<p>18 3RD WED CHICKEN SALAD SANDWICHES MINISTRONE SOUP SPECIAL DESSERT \$5.00 PER PERSON PLEASE REGISTER BY FEB 10TH</p>	<p>19 SALISBURY STEAK W/GRAVY BUTTERED NOODLES PEAS & CARROTS GRAPE JUICE CUPCAKE</p>	<p>20 COD NEWBURG (NO SHRIMP) MASHED POTATOES LONG BEAN MEDLEY PEARS & MANDARIN ORANGES</p>
<p>CHICKEN STEW SEASONED RICE BROCCOLI FRUIT COCKTAIL</p>	<p>24 JOHN'S MEATLOAF W/GRAVY MASHED POTATOES GREEN BEANS & DICED TOMATOES GRAPE JUICE DANISH</p>	<p>25 CHICKEN MARSALA SEASONED RICE PEAS & CARROTS APPLESAUCE CUP</p>	<p>26 BEEF & BEAN CHILI RICE PILAF WINTER VEGGIES PEARS & MANDARIN ORANGES</p>	<p>27 CHEESE OMELET ROASTED POTATOES CHUCK WAGON VEGETABLES FRESH ORANGE</p>

1% milk and whole grain bread are served with each meal.

Menu is subject to change without notice.



- 1 Helen Fogg, Eugene Alassi, Jeanne Rice
- 2 Stephen Squires, Trudy Nicholls,
Charlene Armitage, Howard Ogushwitz,
Frank Castagna
- 3 Harvey Luce, Patricia O'Hara
- 4 Patricia Frantz, David Dunnack,
Stella Cowles, Curt Beck
- 5 Carol Kubgsek, Sam Witryol, Janet Jones,
Joseph Piatti, Lorraine Bassett
- 6 Joan Gerdsen, Jean McCarthy,
John Adamcik, Nancy Palmer
- 7 David Kobey, Beverly Hamel
- 8 Madeline Hutchinson, Mary Beth Courtney,
Deanna Sheils, Juanita Hall,
Mary Louise Martel
- 10 Claire Stewart, Deanna Federowicz
- 11 Angela Blossick
- 12 Dorothy Jenson, Beverly Parrotte,
Cheryl Kusmer
- 13 Judy Hyde
- 14 Matthew Koch, Roberta Smith,
Martin Whitmore, Marsha Peters,
Monique Vigneau
- 15 Lee Sisson
- 16 Donald Nolan, Linda Lester, Ray Nürme
- 17 Anne Dodd, Orlena Bray, Ursula Beschler,
Joan Terry, William Petix, Gerald Leibowitz
Susan Bartholomew
- 18 Olive McCabe, Emma Kuchta,
Dorothy Kireyezyk
- 19 Andrew Filtz, Peter Matsas, Beth Acebo,
Theresa Carpenter, Eileen Kopec,
Doris Alvarez
- 20 William Lawrence, Dorothy Stagner
- 21 Susanna Thomas, Paula Tate,
Sandra Marschat, Peggy Dillon,
Ayla Kardestuncer
- 22 Caren Golob, Samuel Gordon, Joan Charron
- 23 Esther Gruber, Richard Drake, Janet Roach,
Ursula Laak, Gail Farnham
- 24 Mary Ann Simpson, Mary Beardsley,
Sharron Swanson, Mary Judd
- 25 Yong Park, Janice Walencewicz
- 26 Jane Jackman

BLUEBERRY STUDY



*Order your Blueberries
by March 5th for a
March 13th delivery!*

PLEASE EXTEND
A WARM WELCOME
TO OUR NEWEST MEMBERS!

RAYMOND PORTER
SUSAN BRÔME
JOAN ARNOLD

DID YOU KNOW?!



*The Mansfield Public Library
brings a new collection of books &
audiobooks to the Senior Center Hobby
Room each month? In addition, there are
now 2 CD players that were designed
specifically for Seniors. The CD players are
easy to manipulate and have "pillow"
speakers for easy listening.
Check them out!*

Eldercare Attorney Joelen Gates
provides free legal services for those in
need. Attorney Gates is available by phone
at 860-786-6372 or by appointment in her
Willimantic office.



*Free Copies of SPARKS
are always available
at the Senior Center,
the Library,
the Community Center &
the Town Hall.*

*Or, look us up online at:
www.mansfieldct.gov in
Senior Services under Departments.*

*If you're interested in buying a
subscription that will be mailed to
your home each month, please
contact Kathy Rule at
860-429-0262, ext. 5*

~ FEBRUARY ~

MONDAY

0 AARP TAX AID
 0 SR. AEROBICS
 0 WALKING DVD
 0 MINI SPA
 0 PC HELP
 0 BEG. SCRABBLE
 5 SPARKETTES
 0 LUNCH
 0 MAHJONGG
 0 CHORUS
 0 ELDERHOOD

TUESDAY

3.
 8:30 STRENGTH & STABILITY
 9:00 DR. WALTER
 9:30 WII BOWLING
 10:00 ALL DAY QUILTING RETREAT
 10:00 SCRABBLE
 11:00 PWR OF AGING
 12:00 LUNCH
 1:00 BINGO
 2:30 COMPUTER COMMITTEE MTG

WEDNESDAY

4.
 9:00 AARP TAX AID
 9:00 WALKING DVD
 9:30 WOOD CARVING
 10:00 TAI CHI
 10:00 WRITING GRP
 11:00 YOGA
 11:30 HERRMANN B/P
 12:00 LUNCH
 12:00 CAUSERIES
 1:00 FUND. OF TAP
 1:00 MICROSOFT WORD CLASS

THURSDAY

5.
 8:30 STRENGTH & STABILITY
 9:00 REIKI
 9:30 CRYSTAL MALL TRIP
 9:30 WII BOWLING
 10:00 QUILTING
 10:15 SPARKETTES
 11:30 FOODSHARE
 12:00 LUNCH
 12:30 PWR. OF AGING
 1:00 BRIDGE
 1:00 JEWELRY
 2:30 WII BOWLING
 3:15 SR. AEROBICS

FRIDAY

6.
 9:00 WALKING DVD
 10:00 SCRABBLE
 10:00 KNITTING & CROCHETING
 10:00 PHOTO CLUB
 10:30 SIT & GET FIT
 11:15 BRAIN AEROBICS
 12:00 LUNCH
 1:00 ART STUDIO
 1:00 MICROSOFT WORD CLASS
 1:00 PRESENTATION: VOLUNTEER OPPORTUNITIES

0 SR. AEROBICS
 0 WALKING DVD
 0 MASSAGE & REFLEXOLOGY
 0 COA MTG.
 0 PC HELP
 0 BEG. SCRABBLE
 0 TRAVEL PRESENTATION
 5 SPARKETTES
 0 LUNCH
 0 AARP TAX AID
 0 MAHJONGG
 0 CHORUS

10.
 8:30 STRENGTH & STABILITY
 9:30 WII BOWLING
 10:00 SCRABBLE
 10:00 GENEALOGY
 10:00 OVERDRIVE CLASS
 11:00 PWR OF AGING
 12:00 LUNCH
 1:00 BINGO
 1:00 CREATIVE STAMPING
 6:00 MS SUPPORT GROUP

11. 9:00 TAX AID
 9:00 WALKING DVD
 9:30 WOOD CARVING
 9:30 MARK TWAIN HOUSE TRIP
 10:00 TAI CHI
 10:00 WRITING GRP
 11:00 YOGA
 11:00 LOW VISION
 12:00 CAUSERIES
 1:00 FUND. OF TAP
 1:00 MSCA EXEC. BD. MTG
 2:00 BOOK CLUB
 7:00 TNT QUILTERS

12.
 8:30 STRENGTH & STABILITY
 9:30 WII BOWLING
 10:00 QUILTING
 10:15 SPARKETTES
 11:00 STORIES WE ARE
 12:00 LUNCH
 12:30 PWR. OF AGING
 1:00 BRIDGE
 1:00 JEWELRY
 2:30 WII BOWLING
 3:15 SR. AEROBICS

13.
 9:00 WALKING DVD
 10:00 SCRABBLE
 10:00 KNITTING & CROCHETING
 10:30 SIT & GET FIT
 11:15 BRAIN AEROBICS
 12:00 VALENTINE'S LUNCH
 1:00 ART STUDIO
 1:00 MOVIE: CITY OF ANGELS

17.
 8:30 STRENGTH & STABILITY
 9:30 WII BOWLING
 10:00 SCRABBLE
 11:00 PWR. OF AGING
 12:00 LUNCH
 1:00 BINGO

18. 9:00 TAX AID
 9:00 WALKING DVD
 9:30 WOOD CARVING
 10:00 TAI CHI
 10:00 WRITING GRP
 11:00 YOGA
 12:00 MSCA THIRD WEDNESDAY
 12:00 CAUSERIES
 1:00 FUND. OF TAP
 1:00 VNAEAST
 1:00 MICROSOFT WORD CLASS
 3:00 CAREGIVER'S SUPPORT GROUP

19.
 8:30 STRENGTH & STABILITY
 9:30 WII BOWLING
 10:00 QUILTING
 10:15 SPARKETTES
 11:30 FOODSHARE
 12:00 LUNCH
 12:30 PWR. OF AGING
 1:00 BRIDGE
 1:00 JEWELRY
 2:30 WII BOWLING
 3:15 SR. AEROBICS

20.
 9:00 WALKING DVD
 9:30 FLOWER & GARDEN SHOW TRIP
 10:00 SCRABBLE
 10:00 PHOTO CLUB
 10:00 KNITTING & CROCHETING
 10:30 SIT & GET FIT
 11:15 BRAIN AEROBICS
 12:00 LUNCH
 12:45 DUP. BRIDGE
 1:00 ART STUDIO



SENIOR CENTER
 IS CLOSED

SENIOR SPARKS
Mansfield Senior Center
303 Maple Road
Mansfield, Connecticut 06268

NON-PROFIT ORGANIZATION
PRE-SORT STANDARD # 57
U.S. POSTAGE PAID
STORRS MANSFIELD, CT

POSTMASTER: DATED MATERIAL
PLEASE DELIVER PROMPTLY

CURRENT RESIDENT OR

PUT LABEL
IN THIS BLOCK

LIVING WELL WITH HEARING LOSS & HEARING AIDS PROGRAM

Dr. Nancy C. MaMahon, Au.D., CCC-A and students in the Doctor of Audiology graduate program are offering this program to educate those who may be experiencing a decrease in hearing and/or those who have been diagnosed with a hearing loss and are utilizing hearing aids.

Understanding Your Hearing Loss
February 11th from 10am-12pm

Hearing Aids and You
March 11th from 10am-12pm

Living Well with Your Hearing Loss
April 15th from 10am-12pm

All programs are free of charge and will be held
at the Speech & Hearing Clinic
850 Bolton Rd, Storrs

For more information,
please call the Clinic at 860-486-2629.

