



A ceremonial presentation in honor of Presidents' Day will be held at 7:25 p.m.

TOWN OF MANSFIELD
TOWN COUNCIL MEETING
Monday, February 23, 2015
COUNCIL CHAMBERS
AUDREY P. BECK MUNICIPAL BUILDING
7:30 p.m.

AGENDA

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ROLL CALL	
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EXECUTIVE SESSION

21. Sale or purchase of real property, in accordance with CGS §1-200(6)(D)

ADJOURNMENT

SPECIAL MEETING – MANSFIELD TOWN COUNCIL
FEBRUARY 3, 2015
DRAFT

Mayor Elizabeth Paterson called the special meeting of the Mansfield Town Council to order at 6:00 p.m. in the Council Chamber of the Audrey P. Beck Building.

I. ROLL CALL

Present: Kochenburger (arrived 6:30 p.m.), Marcellino, Moran, Paterson, Raymond, Ryan, Shapiro, Wassmundt
Excused: Kegler

II. WORK SESSION

1. Four Corners Sewer and Water Project Update

Director of Public Works John Carrington, Assistant Town Engineer Derek Dilaj, Four Corners Sewer and Water Advisory Committee Chair Ken Rawn, Chris Weston of Weston & Sampson Engineers, Inc., and Janine Gouin of Milone and MacBroom, Inc. were on hand to present information and address any questions.

Project milestones, grant requirements, design status, local permitting, the Connecticut Environmental Policy Act (CEPA) process, and the project schedule were discussed.

To insure that all members were referencing the most recent map, staff distributed copies of the May 21, 2014 Public Information Session packet which included the sewer layout map that was used in discussions leading up to the referendum on the project. In response to questions staff noted the project will neither generate nor mitigate storm water levels in the area and that there is adequate capacity in the UConn collection system.

Town Manager Matt Hart noted that if the Town Council, acting as the Water Pollution Control Authority, is considering amending the funding structure a change to the regulations would be required. Mr. Hart suggested the assessment structure be referred to the Four Corners Water and Sewer Advisory Committee.

2. Mansfield Tomorrow Update

Director of Planning and Development Linda Painter identified those chapters in the Mansfield Tomorrow Plan which pertain to strategic planning elements and are therefore more the purview of the Town Council.

Following a discussion regarding whether or not the Council should conduct a separate public hearing and the timing of said public hearing, by consensus the Council agreed that the Director of Planning would contact the Town Attorney to clarify the public hearing advertising requirements and that the scheduling of a public hearing would be added to the February 9, 2015 agenda.

III. OPPORTUNITY FOR THE PUBLIC TO COMMENT

George Rawitscher, Codfish Falls Road, questioned how many additional establishments could be added before the UConn collection system reaches capacity and what affect the

February 3, 2015

increase in storms, as predicted by global warming trends, will have on the storm water management plans.

Patricia Suprenant, Mansfield Independent News, questioned how far into the Cedar Swamp the current wetland mapping extends. Ms. Suprenant also asked if UConn was accommodating the Town by seeking a change in the wording of the landfill conservation easement in order to allow utilities.

Ms. Moran left the meeting at 7:19 p.m.

The Town Manager will ask staff to prepare written responses to the comments offered by the public.

IV. ADJOURNMENT

Mr. Shapiro moved and Mr. Ryan seconded to adjourn the meeting at 7:21 p.m. The motion passed unanimously.

Elizabeth C. Paterson, Mayor

Mary Stanton, Town Clerk

February 3, 2015

SPECIAL MEETING – MANSFIELD TOWN COUNCIL
FEBRUARY 7, 2015
DRAFT

Mayor Elizabeth Paterson called the special meeting of the Mansfield Town Council to order at 9:00 a.m. in the Council Chamber of the Audrey P. Beck Building.

I. ROLL CALL

Present: Kessler, Marcellino, Moran, Paterson, Raymond, Ryan, Shapiro

Excused: Kochenburger, Wassmundt

Staff: Town Manager Matt Hart, Director of Finance Cherie Trahan, Director of Public Works John Carrington, Director of Parks and Recreation Curt Vincente, Director of Facilities Allen Corson, Fire Chief Dave Dagon, Director of Human Services Pat Schneider and Library Director Leslie McDonough

II. NEW BUSINESS

1. Revenue and Expenditure Projections – FY 2013/14

2. Early Revenue Projections – FY 2014/15

a. Estimated October 1, 2013 Grand List

Flag – correct graph to read (77%/23%) – Page 6

b. Major State grants analysis

3. Early Expenditures Projections – FY 2014/15:

a. Town Budget Cost Drivers

Flag – Provide information regarding the funding level for the Parks and Recreation Department prior to the building of the Community Center and the funding level for the Parks and Recreation Program now.

Flag – Provide information for optimal staffing for the Fire Department even if it will be necessary to accomplish it in stages.

b. Mansfield Board of Education 2014/15 Budget Data

c. School District 19 2014/15 Budget Data

Flag – Provide number of students enrolled in VoAg program

4. Capital Improvement Program (CIP)

a. CIP process

b. Condition of current facilities.

c. Planning options

i. Facilities master plan

Flag – Provide information on the historical energy cost of each building.

Flag – Provide the replacement schedule for the parking garage.

ii. Recreation master plan

d. Oversight – Commission & Committee models

5. Review of Core Services

A list of core services provided by the Town was distributed.

6. Town Council Goal Setting and Policy Recommendations

Mr. Hart reviewed the goals and objectives of the Council providing an update of the accomplishments to date.

7. Budget Calendar – Next Steps

Flag – Change April 2, 2015 date to indicate that it is a Thursday,

III. OPPORTUNITY FOR THE PUBLIC TO COMMENT

Pat Suprenant, Mansfield Independent News, requested an analysis of the expense side of Storrs Center including the cost of snow removal and a projection of what the costs will be when the project is complete. Ms. Suprenant asked if the Town uses the services of an insurance broker to get the best price; that the rental inspection ordinance be reviewed to see if landlords are passing the cost on to residents who cannot afford it; and to see if the Recreation Department is addressing the needs of an aging population.

Arthur Smith, Mulberry Road, commented that since it looks like the Town will be issuing more contracts for services it is important that these contracts be open and transparent and urged the Council to revisit the Ethics Code including the definition of “personal gain” and the ability to appeal a decision. Mr. Smith asked what the Town can do to prevent UConn purchasing land.

IV. ADJOURNMENT

Mr. Shapiro moved and Mr. Ryan seconded to adjourn the meeting at 12:02 p.m. Motion passed unanimously.

Elizabeth C. Paterson, Mayor

Mary Stanton Town Clerk

REGULAR MEETING – MANSFIELD TOWN COUNCIL
Monday, February 9, 2015 ADJOURNED to Tuesday, February 10, 2015
DRAFT

Mayor Elizabeth Paterson called the regular meeting of the Mansfield Town Council to order at 7:30 p.m. in the Council Chamber of the Audrey P. Beck Building.

I. ROLL CALL

Present: Kessler, Kochenburger, Marcellino, Moran, Paterson, Raymond, Ryan, Shapiro, Wassmundt

II. APPROVAL OF MINUTES

Mr. Ryan moved and Mr. Marcellino seconded to approve the minutes of the January 26, 2015 adjourned to January 29, 2015 meeting as presented. The motion passed with all in favor except Ms. Wassmundt who abstained.

III. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

Martha Kelly, Bundy Lane and speaking for herself and not the Board of Education or its Finance Committee, commented on the per household yearly cost of the sewer project and the inability of some residents to pay forty-seven dollars a year. (Statement attached) Arthur Smith, Mulberry Road, posed a number of questions concerning the Master Planning Objectives as described at the February 7, 2015 special meeting and tonight's packet. (Statement attached, supplementary materials included as a communication in the February 23, 2015 packet.)

Brian Coleman, Centre Street, raised a number of items which are of concern to him in the Storrs Center area, including poor sightlines as a result of the snow piles, delivery trucks blocking sections of Storrs Road and the difficulty he has in seeing the center aisle. Ben Wiles, Browns Road, responded to an earlier speaker who insinuated that daycare was a frill. Mr. Wiles noted that replacement of UConn funds by the Town will allow the centers to continue to provide service on a sliding scale there by maintaining economic diversity.

Michael Soares, Dog Lane and member of the Open Space Preservation Committee, the Four Corners Water and Sewer Advisory Committee and the Conservation Committee but speaking as a parent whose children attend Community Children's Center stated these early childhood centers provide a sense of community to newcomers and urged the Council's support.

Lane Watson, Lorraine Drive, whose children attended Children's Community Center, reiterated that these centers build community and provide an island of indigenous stability in our changing Town.

Timothy Caouette, South Bedlam Road, whose children attend Willow House spoke in support of funding for the daycare centers commenting that they offer both value and support for working families.

IV. REPORT OF THE TOWN MANAGER

Town Manager Matt Hart reviewed his Town Manager's Report and reminded members of the approaching Presidents Day Ceremonial Presentation event.

February 10, 2015

Mr. Shapiro moved and Ms. Moran seconded to add to the agenda a discussion of the proposed changes to the Connecticut Municipal Employees Retirement System (CMERS) as outlined by the Town Manager in his report as New Business Item 10.

The motion passed unanimously.

Ms. Moran moved and Mr. Kegler seconded to move Item 6, Contract between the Mansfield Board of Education and the Mansfield Administrators' Association, to Item 3a. The motion failed with all in opposition except Ms. Moran.

Mr. Ryan moved and Mr. Shapiro seconded to add a discussion of the Presidents' Day Ceremonial Presentation as New Business Item 11.

The motion passed unanimously.

V. REPORTS AND COMMENTS OF COUNCIL MEMBERS

Mayor Paterson commended the Public Works staff on their snow clearing efforts.

VI. OLD BUSINESS

1. Storrs Center Update

The Town Manager thanked the Mansfield Downtown Partnership for coordinating last weekend's Winter Fun Week. Mr. Hart noted that specific snow removal costs for Storrs Center will be part of the budget discussion and, in response to a question raised during public comment, stated that all deliveries to CVS should be via Royce Circle.

2. Draft: Mansfield Tomorrow Plan of Conservation and Development

Ms. Moran moved and Mr. Shapiro seconded, 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.

Motion passed unanimously.

Ms. Moran moved and Mr. Shapiro seconded to schedule a work session following the public hearing on those portions of Mansfield Tomorrow which are the purview of the Council and to request an extension of the comment time from the Planning and Zoning Commission.

Motion passed unanimously.

VII. NEW BUSINESS

3. Codfish Falls Scenic Road Alteration

Mr. Ryan moved and Ms. Raymond seconded, effective February 10, 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.

The motion passed unanimously.

Ms. Wassmundt noted that Mr. Bradley's name is Guy, not Gus as it appears in the packet.

February 10, 2015

4. Requests of Non-Profit Early Childhood Education Centers
Council members discussed the need to examine this request within the larger context of the budget and public policy.
Ms. Moran moved and Mr. Kegler seconded to table Item 4, Requests of Non-Profit Early Childhood Education Centers to a future date.
The motion to table passed unanimously.
Staff will check to see if Ms. Wassmundt, as the Town Council's representative to Discovery Depot, is a voting member.

5. Property Tax Exemption for Disabled Veterans
Ms. Moran moved and Mr. Ryan seconded, effective February 10, 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.
Motion passed unanimously.

6. Contract Between the Mansfield Board of Education and the Mansfield Administrators' Association
Randy Walikonis, Chair of the Mansfield Board of Education, described the changes in the administrators' contract and discussed details of the contract with Council members.
Ms. Wassmundt requested copies of the organizing documents for the Association.

Council members discussed the inclusion of the Director of Information Technology, who is a Mansfield Board of Education employee whose services are shared with the Town, in the Association and the benefits offered as part of that position.
Ms. Moran raised a point of order noting that the approval or rejection of the contract is the subject under consideration not the composition of the membership of the bargaining unit.
Mayor Paterson ruled that the Director of Information Technology Jaime Russell's employment is not part of the discussion, however, it is important, in the future, that the Council have clarification on points of his contract.
Ms. Moran moved and Mr. Ryan seconded to approve the agreement between the Mansfield Board of Education and the Mansfield Administrative Association.
Motion passed with all in favor except Ms. Raymond and Ms. Wassmundt.
Information will be provided on Mr. Russell's contract.

7. Financial Statements Dated December 31, 2014
Chair of the Finance Committee Bill Ryan reported the Committee has not been able to meet but will hold a special meeting on February 18, 2015.

8. Comprehensive Annual Financial Report FY 2013/14
Chair of the Finance Committee Bill Ryan reported the Committee has not been able to meet but will hold a special meeting on February 18, 2015.

February 10, 2015

Mr. Ryan moved and Ms. Moran seconded to table Items 7 and 8 until the February 23, 2015 meeting. The motion passed unanimously.

9. Appointment of Subregistrar

Mr. Shapiro moved and Ms. Moran seconded, effective February 9, 2015, to appoint Mr. Glenn Robert Blumenstein of Potter Funeral Home as a subregistrar for the Town of Mansfield.

Motion passed unanimously.

10. Proposed Changes to Connecticut Municipal Employees Retirement System (CMERS) as Outlined by the Town Manager in the Town Manager's Report

Town Manager Matt Hart outlined the efforts of CCM to create a new tier for new hires modeled after the State's Tier III plan. CCM is asking Mr. Hart in his role as Town Manager to support these efforts. Council members discussed previous failed efforts to affect legislation and additional cost saving reforms such as an increase in the employee contribution rate and the capping of overtime which might be pursued. Mr. Shapiro moved and Ms. Raymond seconded that the Town Council authorize the Town Manager and encourage the Town Manager to support the Municipal Employees Retirement System reform proposal as outlined in a memorandum by the Connecticut Conference of Municipalities (CCM) and to continue to work with CCM for additional reforms.

Mr. Kochenburger offered a friendly amendment to specifically note that the capping of overtime in the benefit calculation and employee contribution are additional reforms of interest to the Town.

The friendly amendment was accepted by the maker and seconder of the original motion.

The motion passed with all in favor except Mr. Marcellino and Ms. Moran who were in opposition.

11. Discussion of the Presidents' Day Ceremonial Presentation

Ms. Moran moved and Mr. Kegler seconded to select a committee of Town Council members to serve on the Presidents' Day Ceremonial Presentation Committee. Mr. Kegler, Mr. Shapiro and Ms. Raymond offered to serve with Mr. Kegler acting as Chair.

The motion passed unanimously.

VIII. REPORTS OF COUNCIL COMMITTEES

No comments offered.

IX. DEPARTMENTAL AND COMMITTEE REQUESTS

No comments offered.

X. PETITIONS, REQUESTS AND COMMUNICATIONS

12. Community Children's Center (1/22/15)

13. R. Miller/B. Gore (01/29/15)

14. Windham Invitational Special Olympic Swim Meet

February 10, 2015

15. E. Paterson/J. Goodwin re: University of Connecticut Draft Campus Master Plan
16. Eastern Highlands Health District re: 2015-2016 District Budget 201
17. Government Finance Officers Association re: Distinguished Budget Presentation Award – Mr. Hart noted that the comments offered in the report will be discussed at a future Finance Committee meeting. Mr. Hart commended the budget team for their work.
18. Rep. Gregg Haddad – 2015 Major Issues Report
19. The Mansfield Minute – February 2015
20. Senior Sparks – February 2015

XI. FUTURE AGENDAS

Per Ms. Wassmundt's request, information on the Four Corners sewer alignment route to the UConn treatment plan will be added to the next agenda.

Mr. Kochenburger requested that IT staff look at ways to make the Council agenda and packet easier to access on the Town's website.

The Director of Information Technology's contract will be discussed at a future meeting.

XII. ADJOURNMENT

Mr. Shapiro moved and Mr. Kegler seconded to adjourn the meeting at 9:42 p.m.

The motion passed unanimously.

Elizabeth C. Paterson, Mayor

Mary Stanton, Town Clerk

February 10, 2015

February 10, 2015

Town Council
Town of Mansfield
Storrs/Mansfield, CT 06268

Council Members:

I speak to you tonight about budget matters as a private citizen, neither as a member of our town's Board of Education nor as a member of its finance committee.

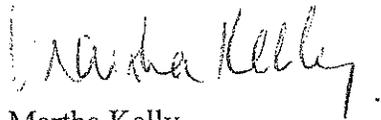
Last fall, one of the so-called attractions to the proposed sewer question was that the per-household cost would be about \$47 a year. That number has stuck with me, and I want to speak to that this evening.

Quite a few citizens come before councils and boards at this time urging that more funds be allocated for this or that program; many even suggest increasing our taxes. It is evident to me that we have two Mansfields. One is populated by the privileged who are blessed with tenured positions with ample benefits, graduate-school degrees, secure pensions and have more of a comfort level speaking before the town council. The less visible "others" have diminished agency. Their basic skills may not provide job security and result in meagre pensions; they can ill afford the frills of life. It is doubtful they will come to a town council meeting at all -- let alone suggest higher taxes. For all residents, higher taxes are passed on by merchants as a business cost -- a rippling double indebtedness.

Which returns me to \$47. I priced several essential staples in Wal-Mart this week -- from a gallon of milk to a loaf of bread to a dozen eggs, and so forth. The items are listed at the bottom of this letter. One unit of these 16 items amounts to \$38.73 and may be enough to sparsely feed a family of four for a day or so.

As you deliberate, please consider first those who live in the Mansfield of "need." Two twenty-dollar bills mean a lot to them.

Respectfully,



Martha Kelly
29 Bundy Lane
Storrs, CT 06268

1 gallon milk, \$3.08	1, 24 oz. loaf enriched wheat bread, \$1.48	2 lbs. bananas, \$1.16
18 oz. creamy peanut butter, \$2.18	18 oz. box toasted whole grain oats/cereal, \$2.74	1, 26 oz. can tomato soup, \$1.50
2 lbs. long-grain rice, \$1.48	1 doz. eggs, \$2.18	1 lb. 80% lean hamburger, \$4.98
7.5 oz. box of mac and cheese, \$.58	11.3 oz. can coffee, \$2.98	1, 15 oz. can peas, \$.68
64 oz. OJ with calcium/vitamin D, \$2.28		525 sq.ft./4 rolls TP, \$3.98
Colgate value pack/2, 25.6 oz, \$2.98		8 bars Lever 2000 bath soap, \$4.47

(All items Wal-Mart *Great Value* brand unless specified, prices as of 2/9/15.)

Arthur A. Smith
74 Mulberry Road
Mansfield, CT 06250

Mansfield Town Council

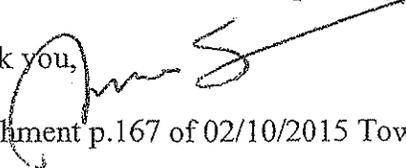
February 10, 2015

Dear Town Council Members:

I was in attendance at the Special Town Council Meeting held last Saturday morning and left with a number of questions about Mater Planning Objectives. After reading the packet for tonight's agenda I find that I have a few more questions:

- (1) The Town Manager proposed long-term Master Planning Objectives in a number of areas, how will the members of the study committees be selected- by a bipartisan Committee on Committees or by the Town Manager?
- (2) Why isn't there a Master Plan for open space acquisition in Town, as former Councilor David Freudmann suggested?
- (3) The Master Planning initiative proposed by the Town Manager seems to include the expectation of increased contractual relationships with experts, to further promote transparency in accounting oversight shouldn't the Ethics Code be revisited to include "personal gain" as well as "financial gain", and clarification that a UAPA appeal is available at the conclusion of the process?
- (4) On page 167 in the packet, the BlumShapiro accounting audit notes that the "town" reclassified a sizable value of construction in process that had been capitalized in prior years, what does this mean? This reclassification related to Storrs Center project costs that did not end up creating assets owned by the Town of Mansfield, can the town capitalize the costs of private ventures?; while not capitalizable costs of the Town, these costs were incurred for the overall reconstruction and redevelopment of Storrs Center, how much town money was involved here?
[Capitalization is defined as "an **accounting** method used to delay the recognition of expenses by recording the expense as long-term assets.]
when was this practice approved by the Town Council?; and finally when did our Town Manager become aware of this practice and did he give his approval to it?
- (5) On a similar note, when did the Town Council ever approve the Town Manager's decision to assume the operating costs of the pumping stations near the Post Office?

Thank you,


Attachment p.167 of 02/10/2015 Town Council Packet, BlumShapiro

PAGE
BREAK

PUBLIC HEARING
TOWN OF MANSFIELD
February 23, 2015

The Mansfield Town Council will hold a public hearing at 7:30 PM at their regular meeting on February 23, 2015 to solicit public comments regarding the proposed amendments to Sections 173-31 and 173-33 of the Town of Mansfield Code of Ordinances, providing certain property tax exemptions for disabled veterans.

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

Dated at Mansfield, Connecticut this 11th day of February 2015.

Mary Stanton, Town Clerk

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 12-811. 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 base 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, 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 12-81. 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 base 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.

PAGE
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**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Cherie Trahan, Director of Finance
Date: February 23, 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 reviewed this item at its February 18, 2015 meeting and recommends that the Council accept the statements as presented.

Recommendation

If the Town Council wishes to accept the financial statements, the following motion is in order:

Move, effective February 23, 2015, to accept the Financial Statements dated December 31, 2014, as endorsed by the Finance Committee.

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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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)

	Budget		
	2014/15	2015	2014
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	1,462,593	690,016	652,534
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	1,460,379	700,507	662,495
Excess (Deficiency) of Revenues	2,214	(10,491)	(9,961)
Fund Balance, July 1	251,534	251,534	302,829
Fund Balance plus Cont. Capital, Dec 31	\$ 253,748	\$ 241,044	\$ 292,868

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

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

**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 Enhancemnt	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	<u>-</u>	<u>-</u>	<u>-</u>
Operating Transfers			
General Fund	<u>325,000</u>	<u>162,500</u>	<u>675,000</u>
Total Operating Transfers	<u>325,000</u>	<u>162,500</u>	<u>675,000</u>
Total Rev & Oper Trans	<u>325,000</u>	<u>162,500</u>	<u>675,000</u>
Expenditures			
Principal Payments	290,641	-	109,580
Interest Payments	<u>86,925</u>	<u>43,463</u>	<u>53,679</u>
Total Expenditures	<u>377,566</u>	<u>43,463</u>	<u>163,259</u>
Excess (Deficiency) of Revenues	(52,566)	119,038	511,741
Fund Balance, July 1	<u>101,695</u>	<u>101,695</u>	<u>62,345</u>
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 Actual	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
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	\$ 63,504	\$ 71,179	\$ 60,454	\$ 56,604	\$ 61,004	\$ 74,204	\$ 66,204

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

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	383,305	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)

	<u>2015</u>	<u>2014</u>
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)

	Budget 2014/15	2015	2014
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	11,600	9,701
	<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>
	<u>1,367,252</u>	<u>1,435,147</u>
	<u>3,556,077</u>	<u>3,215,547</u>
Liabilities and Retained Earnings		
Liabilities		
Accounts Payable	1,117,159	-
Lease Purchase Payable	-	-
	<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>
	<u>2,438,918</u>	<u>3,215,547</u>
Total Liabilities and Fund Balance	<u>\$ 3,556,077</u>	<u>\$ 3,215,547</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%	10,246
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)

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

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</u>		<u>2015</u>		<u>2014</u>
	<u>2014/15</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
	<u>18,400</u>		<u>15,959</u>		<u>4,675</u>
Operating Transfers					
Transfer from General Fund	36,000		18,000		-
	<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
	<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	<u>260,513</u>		<u>260,513</u>		<u>273,361</u>
Fund Balance, Dec 31	<u>\$ 280,963</u>	\$	<u>277,120</u>	\$	<u>247,117</u>

Town of Mansfield
Investment Pool
December 31, 2014

	Market Value June 30, 2014	Market Value Sep 30, 2014	Market Value Dec 31, 2014	Market Value Mar 31, 2015	Market Value June 30, 2015	Fiscal 14/15 Change In Value
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**

	Equity Percentage	Equity In Investments
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%	684,879.63

Investments	Market Value
<u>Stock Funds:</u>	
Fidelity - Select Utilities Growth	80,261.92
Sub-Total Stock Funds	80,261.92
<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	604,617.71
Total Investments	684,879.63

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

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

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

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	Amended	Percent of		
	Budget	Budget	2015	Adopted	2014
	2014/15	2014/15		Budget	
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	766,159	766,159	437,571	57.1%	416,433
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	766,159	766,159	357,525	46.7%	325,703
Operating Transfers					
Transfer to CNR Fund	-	-	-	0.0%	140,000
Total Exp & Oper Trans	766,159	766,159	357,525	46.7%	465,703
Excess (Deficiency) of Revenues	-	-	80,047		(49,270)
Fund Balance, July 1	247,151	247,151	247,151		355,251
Fund Balance plus Cont. Capital, Dec 31	\$ 247,151	\$ 247,151	\$ 327,198		\$ 305,981

Eastern Highlands Health District
Capital Non-Recurring 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>210,415</u>	\$ <u>277,549</u>
Total Assets	<u>210,415</u>	<u>277,549</u>
Liabilities and Fund Balance		
Liabilities		
Accounts Payable	<u>-</u>	<u>-</u>
Total Liabilities	<u>-</u>	<u>-</u>
Fund Balance	<u>210,415</u>	<u>277,549</u>
Total Liabilities and Fund Balance	<u>\$ 210,415</u>	<u>\$ 277,549</u>

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)

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

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>
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**

	Budget	Actual
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	28,938,809	24,503,730
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	28,938,809	28,875,681
Revenues Over/(Under) Expenditures *	-	(4,371,951)
Fund Balance, July 1	-	-
Fund Balance, End of Period	\$ -	\$ (4,371,951)

* 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	1,965,000	948,500
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	5,130,000	1,671,500
 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					-
Total Interest, Capital Fund @ 12/31/14					<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>\$ 1,962</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>\$ 12,102</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	36.6%
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	<u>276,618</u>	Interest and Lien Fees	<u>127,947</u>
	<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	<u>211,107</u>	Interest and Lien Fees	<u>92,885</u>
	<u>220,723</u>		<u>101,552</u>

	GRAND LIST			PAID	% PAID	OPEN BALANCE	% OPEN
	2011	ADJUSTMENTS	ADJUSTED LIST				
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	<u>148,864</u>	Interest and Lien Fees	<u>72,975</u>
	<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	-	-	-
UNALLOCATED COSTS:						
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	-	-	-
PROPERTY PURCHASES:						
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/Skiner 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/Skiner Property	126,000	Miscellaneous Costs	605
85105 - State Support - Olsen Property	50,000	Unidentifiable (Prior 89/90)	74,478
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	1,040,000		
	<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		(106,593.98)

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	Ander'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 dining 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	Grainite 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. Willard 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	Ander's 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	%Reed	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 - Connecticutcard/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>%Recd</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: Cherie Trahan, Director of Finance
Date: February 23, 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 18, 2015.

Recommendation

If the Town Council wishes to accept the Comprehensive Annual Financial Report and State and Federal Single Audit Reports for the year ended June 30, 2014, the following motion is in order:

Move, effective February 23, 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

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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

PAGE
BREAK



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant Town Manager
Date: February 23, 2015
Re: Meeting with State Legislators re 2015 Legislative Session and Related Issues

Subject Matter/Background

At Monday's meeting, our state legislators will meet with the Town Council to review key issues for the upcoming session of the General Assembly as well as other items of interest. I have attached information from the Connecticut Conference of Municipalities (CCM) and the Council of Small Towns (COST) for your reference.

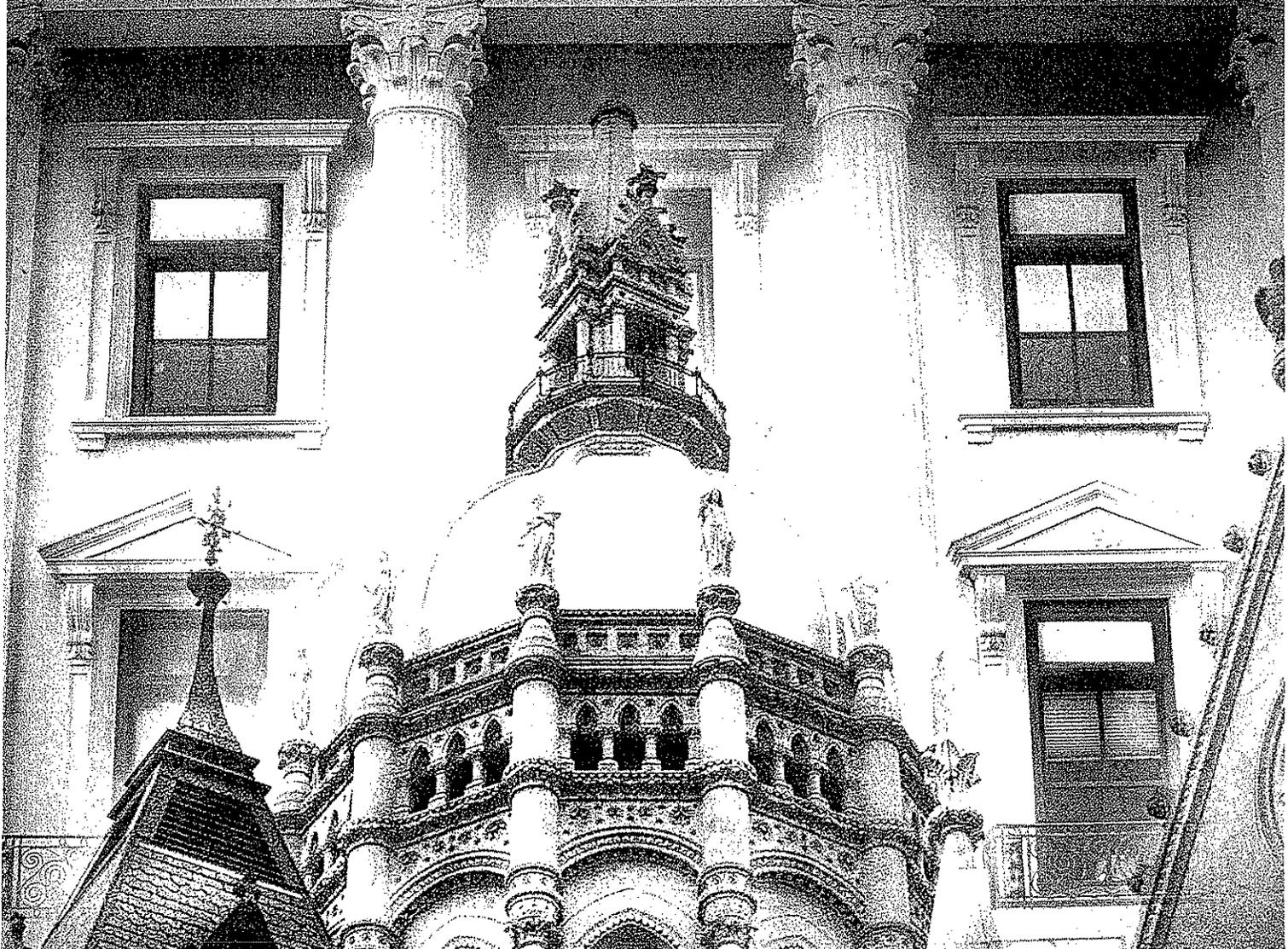
Attachments

- 1) CCM 2015 State Legislative Program
- 2) COST 2015 Legislative Platform
- 3) CCM – MERS Proposal

Connecticut

December 2014

Town & City



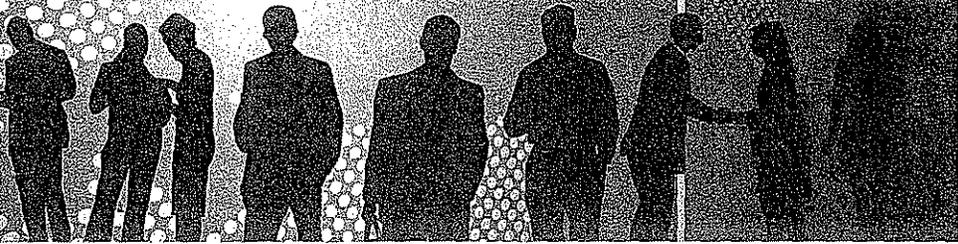
CCM's 2015 State
Legislative Priorities
3-point strategy for economic success

See page 2

Thank you for your support in 2014.

We look forward to working with you in the coming year.

CCM Municipal Business Associates



Platinum Member **ESCO Energy Services**

Gold Members

Hocon Gas, Inc.
SolLux Technologies
Tanko Lighting

Silver Members

Aetna
American Integrity Restoration
American Shoring, Inc.
Anthem Blue Cross and Blue Shield
Auctions International, Inc.
AXA Equitable
Bank of America
Berchem, Moses & Devlin, P.C.
BL Companies
BlumShapiro
Cigna
CivicLift
Cohen and Wolf, P.C.
Comcast Business Class
ConnectiCare Inc.
Delta Dental
eBenefits Group Northeast, LLC
ECG Engineering, P.C.
Farmington Bank
FirstSouthwest
Flagship Networks
Fuss & O'Neill, Inc.
GEI Consultants, Inc.
ICMA Retirement Corporation
JP Maguire
Materials Innovation & Recycling Authority
Murtha Cullina
O'Connor Davies, LLP
Parsons Brinckerhoff, Inc.
Patch Management, Inc.
Precision Concrete Cutting Inc.
Pullman & Comley, LLC

Segal Consulting
Siegel, O'Connor, O'Donnell & Beck, P.C.
TBNG Consulting
TD Bank
Tectonic
Tighe & Bond, Inc.
Webster Bank, N.A.
Woodard & Curran

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Nationwide Payment Solutions - MuniPAY
O'Reilly, Talbot & Okun Associates, Inc.
Rose Kallor, LLP
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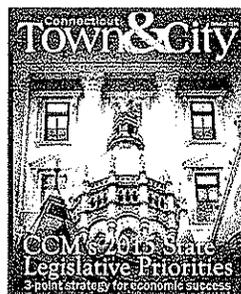
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CCM's 2015 State Legislative Priorities

169 Towns & Cities, 9 Regions, One Connecticut
3-Point Strategy for Economic Success:
Property Tax Relief, Education Finance Reform and Infrastructure Investment

Property Tax Relief

Factors such as quality schools, educated workforce, safe neighborhoods, reasonable property taxes, safe and reliable roads and bridges top the list of employers' "must haves." These quality of life issues are the most important factors businesses weigh in determining whether to relocate to or remain in a state.

Funding for these critical local public services can come from various sources, including taxes, user fees and charges, revenue sharing, and state and federal aid. In Connecticut, however, there is one revenue source that provides the majority of local funding – the property tax.

It is increasingly clear that the over-reliance on the property tax is inadequate for funding local government services in Connecticut, particularly PreK-12 public education, and is no longer advisable nor sustainable.

Although Connecticut is the wealthiest state, it is home to some of the poorest communities in the country. These places face many challenges: extremely high unemployment, crime, shrinking grand lists, poverty, and educational disparities. They suffer disproportionately from the current property tax system. We cannot allow our central cities and poorer towns to founder. For their stability, this antiquated local-revenue system must be reformed.

The time for further study and hand-wringing has passed. To improve and maintain our quality of life, the State must enact meaningful property tax reform now, including:

- Hold harmless residential and business property taxpayers by funding both statutorily and non-statutorily-set municipal aid, at least at current levels.
- Restore the groundbreaking shared-tax allocations (state sales tax and state real estate conveyance tax) to towns and cities from the Municipal Revenue Sharing Account, which replaced critical MM&E funds, in order to provide local property tax relief.
- Increase funding to fully reimburse municipalities for state-mandated property tax exemptions, such as the payments-in-lieu-of-taxes programs for colleges and hospitals, state property, low- and moderate-income housing, and other exemptions.
- Enact meaningful mandates reform, including (a) a Constitutional amendment or statutory prohibition against new unfunded and underfunded state mandates, (b) ensuring legislative oversight regarding draft changes to the Stormwater Sewer Systems (MS4 permit), (c) modifying the requirements for posting legal notices in newspapers, (d) modifying state-mandated compulsory binding arbitration laws, (e) amending the State's prevailing wage rate mandate, (f) amending the Municipal Employee Retirement System (MERS).

Education Finance Reform

A first-rate education system and education finance system are vital to ensure Connecticut's prosperity and quality of life. Ensuring the provision of an equitable and suitable public education is the constitutional responsibility of the State. Every municipality in Connecticut spends more on PreK-12 public education than it receives from the State. Local property taxes cannot continue to shoulder the lion's share of PreK-12 public education costs. The ECS grant, alone, in its current form is currently underfunded by more than \$600 million.



President's Column

CCM policy and organizational initiatives move forward.

We continue to move forward with a number of significant initiatives on both our policy and organizational fronts.

Our search for a new Executive Director yielded applications from 58 top-level executives from throughout the Northeast, New England, and other regions of the country.

After narrowing the candidate pool to the top sixteen, we have selected semi-finalists for interviews and hope to have a candidate to recommend to the full CCM Board of Directors for interviews in January.

Our Governance Committee continues to move forward with recommendations for changes to our bylaws including a new Statement of Purpose that reflects our central focus on targeting programs to best serve our members' needs:

The purpose of CCM is to promote effective and progressive municipal governments by providing:

- Advocacy for municipal issues at the state legislature, state agencies, and commissions, and to the judicial branch through amicus curiae briefs, as well as with the U.S. Congress and federal agencies.
- Education, including convention, training, seminars, webinars, publications, among other means, services and products to members to advance government initiatives.
- Partnerships with other Connecticut organizations to promote growth and prosperity with communities.

Another key bylaw change establishes five standing committees to advise the Board. The committees are:

- Executive Committee – with the Executive Director, to oversee the operations, including the human resources function, of CCM.
- Policy, Advocacy and Legislative Committee – to establish a process for maximizing member input, including creating legislative policy committees, gaining member input through surveys or questionnaires, holding statewide and regional meetings, and at least once annually, submitting a report of the proposed legislative policies and priorities to members.
- Finance and Audit Committee – to review CCM finances, services and dues structure and recommend an annual budget.
- Member Services and Education Committee – to assist in developing programs and services for our members.
- Nominating Committee – to recommend candidates for vacant board positions.

On the policy front, in response to the Office of Policy and Management's announcement of a possible mid-year cut of \$10 million in municipal aid, we were asked by OPM budget chief Benjamin Barnes to offer recommendations for achieving \$10 mil-

lion in savings.

While we believe that state law does not provide for unilateral mid-year cuts in municipal aid, and that any cuts must be enacted through the legislature, CCM has expressed that we want to help achieve a balanced state budget.

Accordingly, we proposed to OPM the following budget line-item options to reach \$10 million in savings, with the proviso that any cuts must be accompanied by meaningful mandates relief, also outlined below.

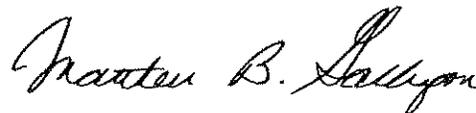
Budget Line-Items:

- Delay funding the Regional Performance Incentive Program (RPIP). Awards could be delayed for 6 months. This program provides competitive grants funded through tax revenue at \$9 to \$10 million annually.
- Examine potential lapses in the Magnet School or OPEN Choice grants. Look at enrollment numbers to see if there is any possibility to reduce these grants due to insufficient student counts. CCM understands that two years ago, approximately \$2 million was allowed to lapse in the account. \$10 million worth of savings could be obtained through these cuts/adjustments.

Mandate Relief:

- Ensure that draft changes to DEEP's Stormwater Sewer Systems (MS4 permit) do not exceed those required by the Environmental Protection Agency (EPA).
- Ensure no costly unfunded state mandates (i.e., mental benefits) are enacted in 2015.
- Enact a statutory prohibition against new unfunded and underfunded state mandates.
- Modify the requirements for posting legal notices in newspapers.

In my letter to Secretary Barnes, I urged the establishment of a Blue Ribbon Commission to come up with a sound strategy to stabilize local finances.



Matthew B. Galligan

–92– CCM President and Town Manager, South Windsor



In memory of CCM's founder and four decades of leadership as Executive Director

Joel Cogen, who co-founded and propelled CCM into a powerful voice and vehicle to advance the interests for towns and cities on a wide array of public-policy fronts, passed away in early November. He was 81. Joel led CCM for over four decades – since its inception in 1966 and CIRMA since its start-up in 1980 – until he retired in June 2007, when he was named Executive Director Emeritus of CCM.

“Joel Cogen provided the leadership and vision for CCM and CIRMA in executing their missions on behalf of towns and cities for over 40 years,” said Matthew Galligan, Town Manager of South Windsor and CCM President.

“CCM and CIRMA have built on the legacy of excellence left by Joel Cogen and are now positioned for continued success in meeting the needs of our local governments.”

“Joel was an eloquent advocate who was able to make the leaders of Connecticut's 169 towns and cities recognize their common goals,” said John DeStefano, former mayor of New Haven and past president of CCM. “Joel could get municipal and state leaders to see what local governments shared, and not how they differed.” Betsy Patterson, mayor of Mansfield and past president of CCM, said, “Joel had a strong belief in his ideas and his proposals were almost always very helpful to both local and state government. His sharp thinking will be missed.”

Cogen was an aggressive, persistent, intelligent, and challenging executive director. He fought relentlessly over four decades to gain increased state aid for all towns and cities and to defeat any proposed cutbacks in that assistance. He also led the charge against unfunded mandates on municipalities or to gain greater state funding for those mandates. He established a wide array of training and service programs and research capabilities to assist municipal CEOs and departments heads, and worked tirelessly to explore ways for towns and cities to cooperate more on a regional basis.

When he became chief executive officer of CIRMA in 1980 – one of CCM's first big successes – towns had great difficulty getting workers' compensation insurance. He solved that problem. He soon after worked to establish a similar municipal insurance solution for liability, automobile, and property insurance.

“Joel was passionate about advocating for local governments and encouraging efficiencies and collaboration among municipalities” Governor Dan Malloy said. “His work helped CCM become the dominant voice for towns and cities. I had the honor of working closely with him.”

President to advocate for these causes and can affirmatively say that his work made a positive impact throughout the State of Connecticut.”

“Joel's work ethic was renowned,” Lieutenant Governor Nancy Wyman said. “What he achieved for our cities and towns has left Connecticut much stronger, more cohesive state, and better place for all of us to work and live.”



When Cogen and Mayor Richard Lee of New Haven established CCM in 1966, Connecticut was the only state that did not have a municipal league to advance the interests of towns and cities. “Today, CCM is the envy of just about every municipal organization in the country, in large part

because of Joel's dedicated and long-term efforts,” said Philip Schenck, Town Manager of Avon and past president of CCM.

CCM began in 1966 with 16 member towns and cities. Today 155 Connecticut communities call themselves CCM members.

Joel first was legislative counsel and a staff member, and then from 1968 – 2007, served as executive director. In 1976, he became general counsel as well. From 1968 to 1976, Cogen was also a partner in Cogen, Holt and Associates, an urban affairs consulting firm specializing in management, planning, evaluation, financing, and development, with major clients in the non-profit, governmental, and for-profit sectors.

From 1959 to 1968, Cogen was with the New Haven Redevelopment Agency, as Executive Director-General Counsel. During the same period he was an assistant to Mayor Lee; served as the mayor's legislative counsel; developed new programs in housing and community development, human resource development, and other areas of municipal concern; and supervised and coordinated programs involving several agencies.

His previous positions were with the Ansonia Redevelopment Agency, the New York State Mediation Board and the U.S. Wage Stabilization Board. He served two years as an Army officer in various management assignments.

Cogen received a B.S. from the New York State School of Industrial and Labor Relations at Cornell University and an LL.B. from Yale Law School. He was a member of the Connecticut bar. Joel resided in Hamden with his wife Beth Gilson. Joel was an avid flute player from the age of five and as an adult played for years with the Wayland Woodland Quintet in New Haven.

Cogen said to the New York Times in 1996, “I love the public policy arena. It has been a wonderful opportunity to have an impact on society, to have an impact for good.”

2015 state legislative priorities Continued from page 2

For Connecticut to compete economically with its neighbors and the world, the State must increase and sustain its financial commitment for PreK-12 public education. Key components of education finance reform include:

- Correct state underfunding of regular education programs by (a) increasing the ECS foundation level to reflect the actual cost of educating students. The ECS formula should reflect not only an equitable funding mechanism, but an adequate one as identified in the CCJEF v. Rell lawsuit; (b) increasing both the income and property wealth adjustment factors, from 1.5 to 2.0, and weighing the factors equally; (c) reforming the Minimum Budget Requirement (MBR); and (d) committing to phasing-in full funding of the ECS grant on an expedited schedule.
- Correct state underfunding of special education programs by (a) the State eventually taking on 100 percent of special education costs and (b) adopting the federal standards pertaining to the “burden of proof” for special education services.
- Meet the statewide need for school construction and renovation by maintaining the State’s commitment to ensure that aging schools are renovated and replaced to meet (a) security standards, (b) enrollment needs and, (c) higher technology, and quality standards.

Infrastructure Investment

According to a 2013 CNBC poll, Connecticut ranked 49th out of 50 in transportation and infrastructure quality. The passage of time and the slow recovery from a historic recession have created a perfect storm for the deterioration of Connecticut’s local roads and bridges. While the State has made strides, funding has not kept pace with the declining state of our transportation infrastructure.



The increased use of the state and local road and bridge network has accelerated the decline of Connecticut’s local transportation infrastructure. It has led to skyrocketing maintenance costs that require an ever-increasing percentage of state and local budgets.

The reality in Connecticut is there are no separate state and local transportation networks – they are all interconnected. Investment in state needs should be done in concert with sufficient investment in local roads and bridges.

The State must:

- Ensure that revenues and funding designated for transportation and infrastructure improvements (i.e., the Special Transportation Fund and TAR) are expressly used for those purposes.
- Invest in additional funding for programs such as the Local Bridge Program, Town Aid Road (TAR), Local Capital Improvement Program (LoCIP), and Small Town Economic Assistance Program (STEAP) grants; and enable the use of STEAP grants for the extension of utilities (i.e., natural gas) to promote local and state economic development.
- Provide a long-term, sustainable funding stream for infrastructure programs by earmarking growth in state revenue streams.
- Develop a state plan to ensure that state and local roads and bridges are brought up to standard by a specific date. The State must also develop an enhanced process to avoid bureaucratic red tape and redundancies between state and local efforts.
- Strengthen its federal advocacy efforts for long-term, increased transportation funding, and making the Highway Trust Fund operational beyond May 2015.



To place or view an ad, please visit the CCM Municipal Job Bank at <http://ccm-ct.org/Plugs/job-bank.aspx>.

Current listings on the CCM Municipal Job Bank are:

TRAFFIC MAINTENANCE SUPERVISOR - NORWALK, CT
FINANCE DIRECTOR (PART TIME) - HADDAM, CT
ASSISTANT TAX COLLECTOR (PART TIME) - SUFFIELD, CT
PUBLIC WORKS DIRECTOR - TOWN OF GOFFSTOWN, NH

TAX COLLECTOR - MILFORD, CT
CHIEF FINANCIAL OFFICER - CAPITAL WORKFORCE PARTNERS - HARTFORD, CT
ECONOMIC DEVELOPMENT COORDINATOR - NORTH STONINGTON, CT
EXECUTIVE ASSISTANT TO THE CHIEF OF POLICE - OLD SAYBROOK, CT

CCM intervenes in Labor Board case on Affordable Care Act “Cadillac Tax”

The Affordable Care Act (ACA) includes a number of taxes and administrative fees that impact municipalities and school districts but one such tax – the High Cost Plan Excise Tax, known as the “Cadillac Tax” – threatens to add significant costs to municipal health care budgets.

State and local governments across the country tend to offer more expensive health plans than private businesses, and workers often accept smaller wage increases to retain their benefits. State and local government employees are expected to be disproportionately represented among those whose plans will be subject to the tax because their plans are generally “richer” in benefits.

Since health benefits are subject to collective bargaining, we are concerned that local taxpayers may ultimately wind up bearing the burden of the tax. Simply put, the implications of ACA for municipal governments and contracts with their employees could significantly impact local bottom lines.

The fundamental question of whether the Cadillac Tax is a legal matter of bargaining has been raised under both the Teacher Negotiation Act and the Municipal Employee Relations Act. While several municipalities and their employee unions are at various stages of negotiation – and have either reached tentative agreements or ratified agreements – the Connecticut State Board of Labor Relations is proceeding

with a declaratory ruling on this matter. The declaratory ruling will cover both the school and municipal side of the issue.

The outcome of the pending declaratory ruling could have a significant impact on municipalities and we are petitioning the Labor Board for intervention pursuant to the Labor Board’s General Regulations. The Labor



Board has scheduled its hearing on this matter for January 21, 2015 at 1:30 pm.

We are also taking other direct actions to place the issues and concerns regarding this federal mandate front and center on the agenda of state and federal lawmakers.

We have partnered with the Connecticut Association of Public School Superintendents to detail how the tax will impact local budgets. School systems are expected to have some of the greatest exposure because of the number of retirees on the plan and the higher than average age of active employees.

Background on the “Cadillac Tax”: The tax is a provision of the Affordable Care

Act and is determined by premiums on insurance plans that are richer in benefit than most health plans. Under the tax, plans that cost above a certain threshold in 2018 will be taxed at 40 percent of their costs that exceed the limit. The tax is a “plan” tax that will be added to fully insured premium rates and built into self-funded allocation/working plans.

Under the tax, plans that cost above a certain threshold in 2018 – \$10,200 annually for individual plans and \$27,500 for family plans, with slightly higher cutoffs for retirees and those in high-risk professions like law enforcement – will be taxed at 40 percent of their costs in excess of the limit. (The thresholds will rise with inflation after 2018.)

Also troubling is ACA’s “Pay to Play” provision which requires that employers offer coverage to at least 70 percent of their full-time employees and child dependents. “Full-time” employees are defined as those working 30 hours or more. The 70 percent threshold is increased to 95 percent in 2016. If these thresholds are not met, employer could be subject to a fine of \$2,000 per full-time employee. This is problematic as many locally negotiated contracts currently define full-time as either 37.5 or 40 hours per week. Furthermore, this provision stipulates that no more than 9.5% of an employee’s wages can be spent on health insurance.

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CCM's local officials stand united: Oppose proposed new DEEP stormwater permit as impractical and costly unfunded mandate



and cities simply cannot meet. The proposed permit contains numerous requirements that would require the adoption of new local ordinances that may be beyond the scope of what is allowed under the current General Statutes of Connecticut.

The draft MS4 permit would impose significant expenses that Connecticut's municipalities would be hard pressed to meet and, if approved, would likely result in raising taxes, reducing other key services, or result in employee layoffs.

The permit, as proposed, significantly expands the number and scope of requirements for compliance with the MS4 permit, and creates a two-tier system that will require every town and city in the state to register and meet the

requirements of the MS4 permit. The permit adds 16 additional requirements and adds 26 additional reporting requirements to be included in the Annual Report.

CCM has numerous specific concerns with the draft MS4 permit, including but not limited to:

- The proposed permit would usurp local zoning authority. The Department cannot usurp the local zoning authority of towns, delegated by the state through statute or special act, by imposing new zoning requirements through a permit. If this is the intention of the Department, then it should seek these changes through the legislative or regulatory process.
- The increased frequency of required road sweeping by towns and cities is problematic. Compliance with this requirement would dramatically increase municipal costs to cover the required increase in labor and needed capital equipment.
- Additional sampling and testing of dry and wet weather stormfall monitoring sets unrealistic standards. This would require increased municipal resources or the hiring of an outside vendor and result in increased laboratory costs required to analyze the samples.
- The proposed permit would result in increased municipal costs to meet the Public Outreach and Education requirements, as well as the costs associated with increasing public involvement and participation.
- Municipal officials have concerns with the costs associated with the expansion and implementation of the Illicit Discharge Detection and Elimination (IDDE) ordinance, the requirement to track and locate the

New CCM survey results conclude state permit would cost towns and cities over \$100 million statewide.

CCM held a news conference in mid-December in Cromwell at the Crowne Plaza Hotel to:

- Call on the State Department of Energy and Environmental Protection (DEEP) to reject the new draft permit for the Discharge of Stormwater from Municipal Sewer Systems (MS4) that DEEP has proposed as a new huge unfunded state mandate on town and city governments across Connecticut.
- Release the results of a new CCM statewide survey of towns and cities which finds that the new permit – if not drastically modified by DEEP – would cost over \$100 million statewide.
- More than 50 municipal leaders participated in the December 16 news conference in advance of the December 17 hearing at DEEP headquarters in Hartford. Key speakers at the news conference included Matthew Galligan, Town Manager of South Windsor and President of CCM; Mark Boughton, Mayor of Danbury and First Vice-President of CCM; William Dickinson, Mayor of Wallingford; and Catherine Iino, First Selectman of Killingworth.

The draft MS4 permit would impose costly unfunded state mandates on municipalities and their residential and business property taxpayers. The MS4 General Permit, as proposed by DEEP, goes well beyond the recommended EPA guidelines, implementing a two-tier system and establishing detailed and costly schedules that dictate the frequency of street sweeping and catch basin cleaning schedules, imposing costs that towns

(Cont. on page 18)

CCM to introduce new mobile app for General Assembly Handbook

Our popular General Assembly Handbook – the go-to source for all things legislative – will be available in mid-to-late January in a new mobile application (mobile app). The new app is a user-friendly product that utilizes the most current technology to provide a mobile version of the handbook for Apple, Android, and Windows users.

As the year-round statewide advocate for municipalities, we have for decades offered our members the CCM General Assembly Handbook, which is an easy way to navigate the halls of the Capitol in Hartford. Well, easy just got easier, and the new app is available in plenty of time for the bulk of the 2015 legislative session.

Updated for each legislative session, the directory includes contact information for all 151 members of the House of Representatives and 36 members of the State Senate. You will

also be able to email state policymakers and committees from the app.

Users can learn about all 27 joint committees with cognizance over issues that affect our cities and towns every



day. You can find out what committees your state senator and representatives sit on and what roles they play. Much of the decision making takes place during the committee process and you can stay

ahead of the bill process by marking your calendars with important dates and legislative deadlines which are highlighted in the Handbook.

The Handbook also provides an outline of the Executive Branch and the State agencies that municipalities interact with on a regular basis. Whether it's registering vehicles in a municipal fleet or winding your way through a permit process for a new construction project, the Handbook tells you which agency to go to.

The new app was developed with a private vendor through a four-phase process that incorporated CCM's oversight and creative input to ensure that the new app would include all of the same features as the hardcopy version of the Handbook. In addition, we will be able to update the Handbook app after each election cycle or as needed.

Easy just got easier, indeed.

For those who prefer the "old reliable" hard copy, it will still be available.

Bridgeport City Council President elected to National League of Cities Board of Directors



At the 2014 Congress of Cities in Austin, TX, Bridgeport City Council President Thomas McCarthy was elected to the National League of Cities Board of Directors.

In a letter of support to NLC Executive Director Clarence Anthony, Bruce Wollschlager, CCM Chief Executive Officer, lauded the

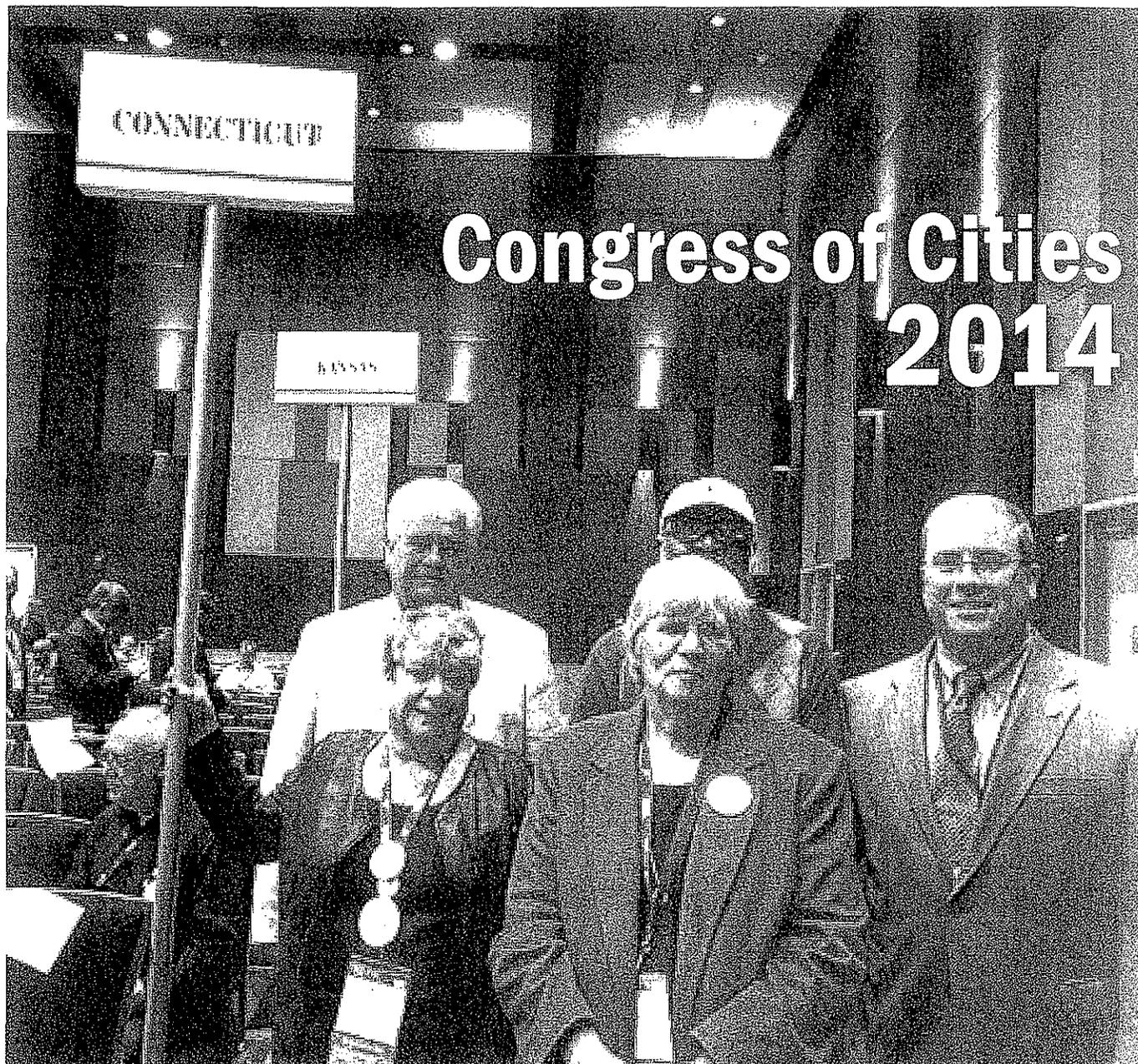
Council President for his "exceptional leadership qualities" and said he would be a "superb addition to the Board." Wollschlager also noted that "CCM enthusiastically supports his candidacy."

"Councilman McCarthy has served as an elected official on the Bridgeport City Council for twelve years, eight as Council

President," Wollschlager wrote. "Bridgeport is Connecticut's largest city and one of the most challenged communities in the country. Tom has played a pivotal role in increasing educational outcomes, reducing crime, and spurring economic development in Bridgeport. Under his leadership, Bridgeport has become a model for the nation through its highly-regarded Go Green initiative, which combines sustainability and job creation."

"I recommend Tom without reservation," Wollschlager concluded. "He would contribute greatly to the Board and to NLC's policy-making process through challenging years for America's cities and towns."

McCarthy's election was announced by NLC on November 22nd at NLC's annual Congress of Cities and Exposition in Austin, Texas. McCarthy, along with 13 other municipal officials from across the country, will serve two-year terms on the NLC Board.



Congress of Cities 2014

Our municipal delegation to NLC's 2014 Congress of Cities in Austin, Texas numbered 24 this year, as Bridgeport, Enfield, Glastonbury, Mansfield, New Haven, Seymour, Shelton, and South Windsor all sent representatives to the nation's largest educational conference for municipal leaders.

Here are some of the key local officials at the conference: (front row, left to right) Cynthia Mangini, councilmember of Enfield; Mayor Betsy Paterson of Mansfield; and City Council President Thomas McCarthy of Bridgeport. Standing behind them are (left to right) CCM President Matthew Galligan, Town Manager of South Windsor; and James Holloway, councilmember of Bridgeport.

The 2014 Congress of Cities was hosted this year by the City of Austin, Texas and this year's theme, The Future of Cities, showcased the innovative ways that towns and cities are driving change today and into the future.

Through workshops, mobile workshops, inspiring keynote

addresses, and skill-building seminars, attendees focus on topics like economic development, infrastructure, sustainability and the environment, leadership, public safety, and improved outcomes for youth and families.



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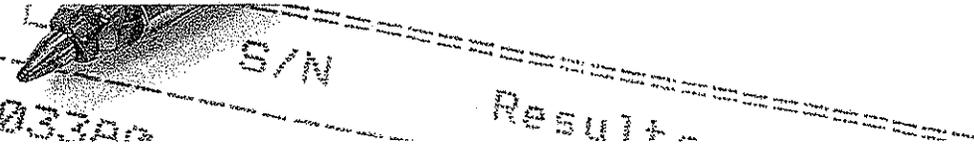
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Drug and Alcohol Testing Consortium tests positive with Borough of Naugatuck

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Result



How much extra value do municipalities get from our Drug and Alcohol Testing Consortium?

The answer is a great deal, judging by the continual expansion of the program in the Borough of Naugatuck.

In 2006, the Borough first began testing its public works CDL drivers through the CCM program. Two years later, the Borough worked with the fire department and its union to implement its own Drug and Alcohol Free Workplace Policy.

"Since the Borough was already working with CCM for DOT members, we were able to create a program with the assistance of CCM that also met the needs of both the Borough and the Fire Department," said Carmella Rinaldi, Naugatuck's Human Resources Associate. "We reached out to Beth Scanlon and the testing vendor to make sure all questions from the unions and the Borough were answered prior to moving forward with the program."

Then, Rinaldi said, "After several years of proven success with the program, it was time to make the transition with the Police Department and the remaining members of the AFSCME/Public Works union."

Now the Borough of Naugatuck's

public works/DOT, police department, fire department, and administrative public works employees are all part of the program. Rinaldi said utilizing CCM's Drug & Alcohol Testing Consortium for four programs saves time, since the schedule is completed through them and the approved vendor.

She also said the implementation among several unions allows the Borough to maintain "a strict Drug and Alcohol Free Workplace while watching out for the safety of our employees and the community."

"Our departments can rest easy knowing we are in compliance with all the guidelines," Rinaldi concluded. "The Consortium makes it simple to make any changes such as additions or deletions to the employee rosters. I would recommend utilizing CCM's program for any testing needs."

While the Borough of Naugatuck may be a prolific user of our testing program, it is by no means alone in recognizing its value, as dozens of towns across Connecticut are now Consortium members.

We created the Drug and Alcohol Testing Consortium in 1996 to help municipalities comply with federally mandated testing rules set by the

Department of Transportation. The service was soon expanded to cover workers outside the federal mandate who perform safety-sensitive jobs, such as police, firefighters, school bus drivers, and administrative employees.

The program is cost-effective due to the low fee per driver annual charge. Our program helps towns and cities with all of the testing and provides associated services including those of a medical review officer, substance abuse professionals, training, and recordkeeping.

It is an all-inclusive program that helps towns achieve decreases in substance abuse, increases in public safety, gains in productivity, fewer absences, lower health costs, and reduced legal expenses.

The testing is convenient because it is done on site – at the workplace – which supports the program's random testing capability and significantly reduces driver and supervisor downtime.

For more information, please contact Beth Scanlon, Program Administrator, at 203-946-3782, or bscanlon@ccm-ct.org.

Current Consortium Members:

Andover	Durham Middlefield Interlocal	Lebanon	Norwalk
Barkhamsted	Agreement Advisory Board	Lisbon	Plainfield
Beacon Falls	East Haddam	Marlborough	Scotland
Berlin	East Haddam BOE	Meriden	Sprague
Bethany	East Lyme	Middlefield	Stafford
Bozrah	Eastford	Montville	Suffield
Brooklyn	Fairfield	Montville WPCA	Torrington
Canterbury	Fairfield Fire Department	Naugatuck	Voluntown
Chester	Franklin	Naugatuck Non CDL Public Works	Waterbury
Columbia	Guilford	Naugatuck Fire Department	Watertown
Danbury	Hampton	Naugatuck Police Department	West Hartford
Danbury Police Department	Hartford	New London	Westport
Darien	Hebron	New Milford	Westport Police Department
Durham	Kent	Newtown	Wilton

CCM launches outreach to support towns in the work with their council of governments

We have launched a "Council of Governments Outreach Plan" to support towns and cities and to provide staff and guidance in working more closely with Connecticut's Councils of Governments (COG) which recently were consolidated from fifteen to nine.

The consolidation of the planning regions involved nearly two years of local/regional planning efforts, with many regions opting to consolidate voluntarily.

The consolidation became final after a comprehensive analysis of the boundaries of logical planning regions in Connecticut was completed by the state Office of Policy and Management (OPM) – and it resulted in four voluntary consolidations and the elimination by OPM of two planning regions, leaving a total of nine COGs.

Since Connecticut's planning regions provide a geographic framework for municipalities to jointly address common interests and coordinate their regional interests with state programs, there will be many opportunities for cooperation with the new, consolidated planning regions.

But since there are bound to be some questions and concerns as the combined regions plan their new organizational structures, we will work with the COGs as they take their final shapes.

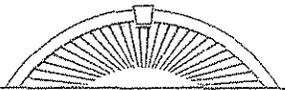
Our new COG outreach plan is also a natural progression, as we were closely involved in monitoring and providing support during the process of the voluntary consolidations and OPM analysis.

The 9 new OPM-designated planning regions and the CCM staff assigned to each region are:

- Capitol Region – Robert Labanara, State Relations Manager
- Greater Bridgeport - Alexandra Beaudoin, Legislative Analyst
- Lower CT River Valley – Randy Collins, Senior Legislative Associate
- Naugatuck Valley – Kevin Maloney, Member and Public Relations Director
- Northeastern - Michael Muszynski, Senior Legislative Associate
- Northwest Hills – Randy Collins, Senior Legislative Associate
- Southeastern – Michael Muszynski, Senior Legislative Associate
- South Central – Ron Thomas, Director of Public Policy Advocacy
- Western – Kevin Maloney, Member and Public Relations Director

CCM's outreach team represents a coordinated public policy and communications service effort to put staff in the field to work with members and strengthen communication and services between the towns in each new region during the process. A designated CCM staff member has been assigned to each COG to attend and monitor their meetings, provide support, and respond to needs of member CEOs in each region. The outreach effort is one more way we can provide resources and assistance our member municipalities need.

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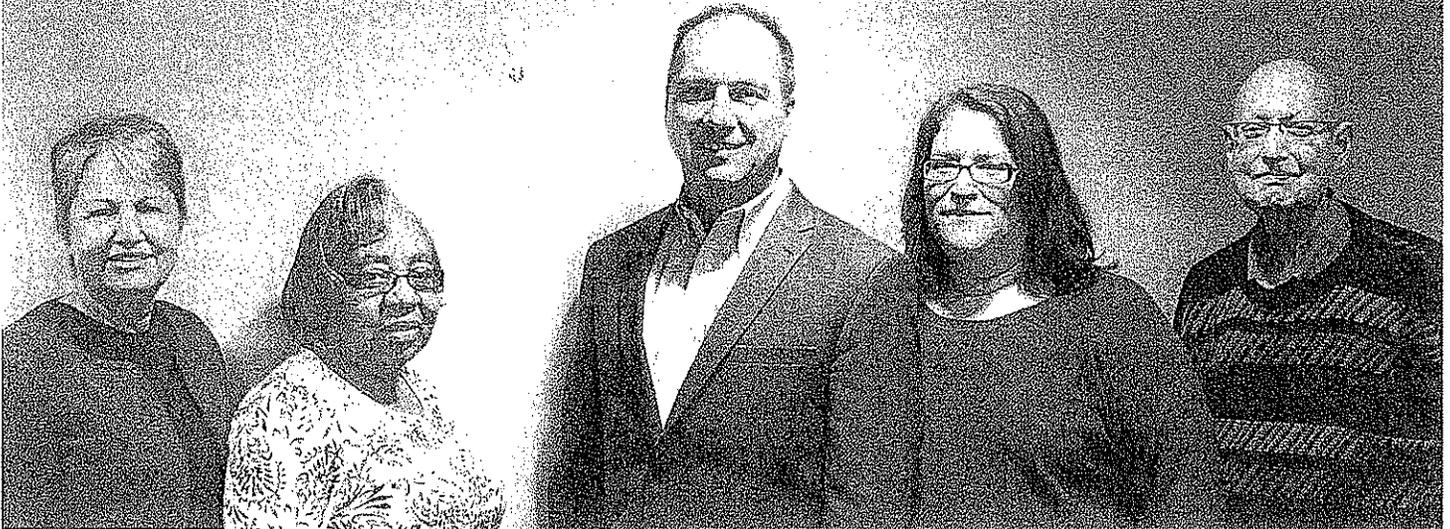
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National League of Cities honors CCM staff for service



From left to right: Lorraine Schaivone, Linda Kelley, David Demchak, Andrea Farrell, Sal Rascati

At the 2014 Congress of Cities in Austin, Texas the National League of Cities presented its John G. Stutz award to individuals who have served a total of 25 years or more on the staff of a state municipal league, state league risk pool, or NLC.

The award has been given each year since 1981 to recognize the contributions of long-time league staff members and is presented at the Congress of Cities during the annual conference.

The award is named in honor of John G. Stutz, who convened representatives of ten state municipal leagues in 1924 in Lawrence, Kansas for the first meeting of what was to become the American Municipal Association, and subsequently the National League of Cities. At that time, Mr. Stutz was the Executive Secretary (League Director) of the League of Kansas Municipalities.

This year, NLC honored five CCM individuals with the Stutz Award, who have completed 25 years or more of service. All honorees will have their names added to a memorial plaque at NLC headquarters.

DAVID DEMCHAK

Dave Demchak directs multiple core functions within CIRMA including Risk Management Services, Communications, Business Analytics, and Information

Technology. Additionally, Dave participates in the operational finances of CIRMA including functional budgeting and vendor contracts. He also provides consultation and support to CIRMA's CEO in a broad scope of management activities which develop and focus CIRMA's strategic planning, operational goals, and new product development. Dave has over thirty years of experience in risk management and insurance, including eighteen years directing CIRMA Risk Management Services. His experience includes coordinating risk management programs for public entities, including self-insured services, claims, managed care, and risk control for workers' compensation, general liability, public official and law enforcement liability. Prior to joining CIRMA in 1988, Dave held the position of Risk Manager for the City of Orange, California. Dave began his insurance career as a Senior Risk Control Consultant and Commercial Lines Underwriter with the Chubb Group of Insurance Companies from 1981-1986.

ANDREA FARRELL

Andrea Farrell joined CCM's Finance Department in 1989. Throughout Andrea's 25 years, she has played a key role within the Finance Department. From

Accountant to Payroll Administrator to the position she holds currently of Payroll Administrator & Cost Analyst, Andrea is recognized for her continuous service-oriented approach.

LINDA KELLEY

Linda Kelley joined CCM's Production Department in 1988 as an Office Services Assistant. Because of her dedication to CCM and her strong customer service to both internal and external customers, Linda was promoted to CCM Receptionist in 2011. As the first point of contact for visitors to the CCM/CIRMA offices, Linda is continually friendly and professional.

SALVATORE RASCATI

Salvatore (Sal) Rascati joined CCM Information Technology Services (ITS) Department 25 years ago. Sal has been a dedicated employee. His Information Technology knowledge and work ethic are paramount to the CCM organization.

LORRAINE SCHAIVONE

Lorraine Schaivone joined CCM's Finance Department in 1988 and now holds the position of Senior Accounting Assistant. Lorraine completes a high quality of work and is always ready to assist in fulfilling the finance department tasks.

CCM strengthens labor relations and research units

We are proud to announce that three outstanding professionals have joined our team, making our already formidable lineup of municipal advocates even stronger.

Ann Scully just joined CCM as a Labor Relations Analyst with George Rafael, Government Relations Manager. Ann, a resident of Niantic, received her Masters of Public Administration (MPA) from the University of New Haven. Prior to joining CCM, Ann held the position of Direct Care Supervisor for Brian House, Inc. located in Chester, Connecticut.

And here are two other recent earlier appointments.

Kennedy Munro is also working as a Labor Relations Analyst

with George Rafael. Kennedy, a resident of Middletown, is working in CCM's Public Policy and Advocacy section. She received her Master of Arts degree in Public Policy from Trini College. Prior to joining us, Kennedy was an Office Assistant Rogjn Nassau LLC.

Alan (AJ) Birmingham has joined our team as a Research Analyst in the Member Services unit, working alongside Bria West, Senior Research Associate. AJ, a resident of Rocky Hill a recent graduate of Central Connecticut State University with a degree in Political Science.



From left to right: Kennedy Munro, Ann Scully, George Rafael, A.J. Birmingham, and Brian West.

Upcoming CCM Workshops

2015 Municipal Budgets

Southington -
Jan. 10, 2015
Saturday
9 a.m. - 12 p.m.

FOIA for Municipal Personnel & Board/Commission Members

Essex -
Jan. 12, 2015
6 p.m. - 9 p.m.

Customer Service for Municipal Personnel

Beacon Falls -
Jan. 21, 2015
9:30 a.m. - 12:30 p.m.

The Nuts & Bolts of Being a Supervisor

Norwalk -
Feb. 19, 2015
9 a.m. - 12 p.m.

The Nuts & Bolts of Being a Supervisor

East Windsor -
Mar. 19, 2015
9 a.m. - 12 p.m.

Ethics & Conflicts of Interest

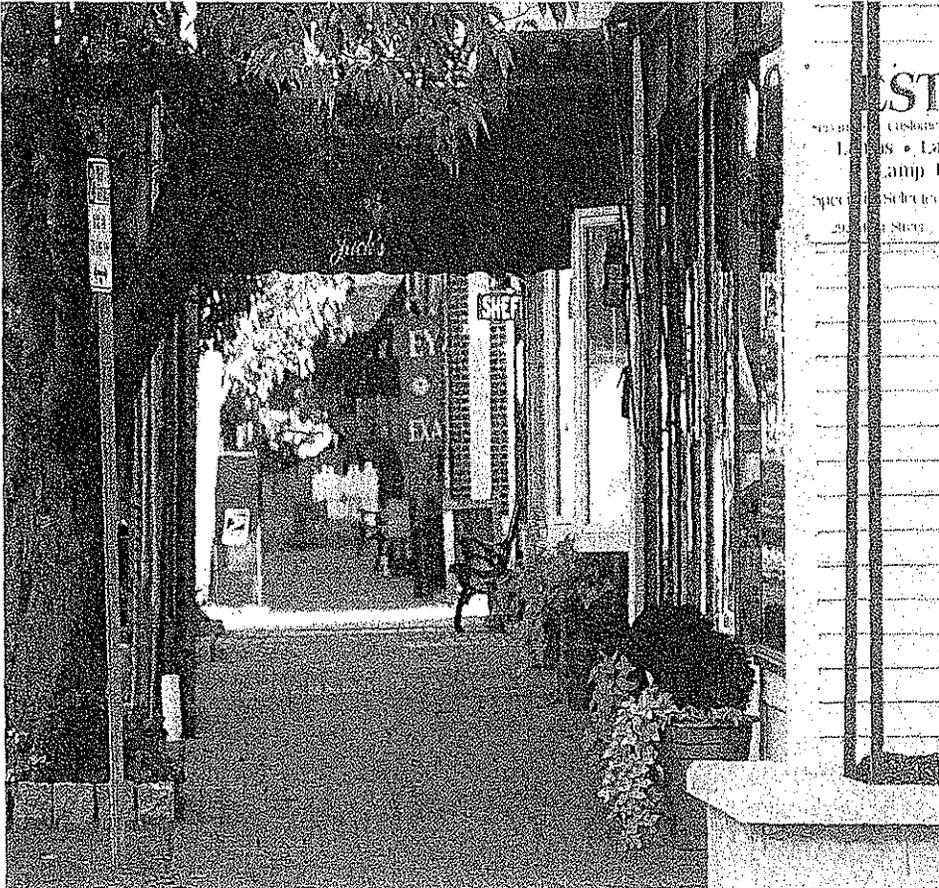
Griswold -
April 8, 2015
9 a.m. - 12 p.m.

Municipal Records Management

Newtown -
April 23, 2015
9 a.m. - 12 p.m.

Please visit <http://programs.ccm-ct.org> for more information.

Steady as she goes as Old Saybrook fixes sidewalk trip hazards with CCM Business Associate



Remember “Step on a crack, break your mother’s back,” the childhood refrain that warned you while walking to school not to step on the sidewalk seams without incurring serious consequences for good old mom?

These days, the sidewalk “cracks” between level concrete sidewalk slabs are usually innocent enough, but if a slab settles and causes a rise or lip in the sidewalk seam, a stumble is likely to occur.

And what could be an annoying stutter-step for most folks could instead mean something more serious – like a fall or a broken bone – for those less steady on their feet.

Two streets in Old Saybrook had more than their share of such sidewalk hazards – until First Selectman Carl Fortuna, Jr. noticed the conditions and then found a way to fix them.

While reading CCM’s “Connecticut Town and City” magazine, Fortuna saw an advertisement for a company – Precision Concrete – that eliminates sidewalk trip hazards. He called the firm – which is also a member of CCM’s Municipal Business Associate Program – asked about fixing the offending sidewalks and then undertook a project to eliminate the trip hazards caused by uneven sidewalk seams on Main and

College streets, two roads well-traveled by pedestrians.

The Old Saybrook project involved the shaving down of 68 uneven sidewalk seams. After the shaving process was completed, the new ramp-like sidewalk seams are now ADA-compliant at a slope of no greater than 1:8 – resulting in a multitude of grateful calls from town residents who can now walk and use strollers along those sidewalks with greater confidence and safety.

Where a sidewalk seam has been fixed, observers will notice a white stripe of concrete overlaying the joint between two sidewalk panels. That’s where a high point on one panel was shaved to make a ramp-like connection to the next sidewalk panel at a different elevation.

There are several reasons why sidewalk edges rise or fall – including tree roots that push up on the concrete or just the normal freeze-and-thaw, frost-heave cycle of New England winters.

But the result is trip hazards that represent a potential liability to towns if a pedestrian should fall.

Here’s a preemptive way to not break your mother’s back – or the town budget.



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CIRMA

Faster, Easier, Better: Online claims reporting

The crucial first step in CIRMA's claims management process is the report of the claim itself. With accurate information on hand as soon as possible, CIRMA's claims team is able to begin managing the claim, mitigating damages, and improving the medical outcome.

Workers' Compensation online reporting. CIRMA has long understood that having the right medical treatment plan in place, right from the start, helps speed recovery. Once the claim information is submitted, CIRMA's Claims professionals can begin working with medical providers and the employer to help ensure that the injured worker receives appropriate, high-quality care and is returned to work as soon and safely as possible.

In November of 2013, CIRMA partnered with The Network, a best-in-class technology provider, to host a new online Workers' Compensation claims reporting portal at NetClaim.net. The ease-of-use and speed of the NetClaim.net system helps ensure that CIRMA staff receives the accurate, timely information they need to assure the best possible outcome.

Since the system's launch, usage of the online portal has risen to almost 35% of all Workers' Compensation claims—a number CIRMA would like to see increase. By moving away from phone reporting to full online reporting, CIRMA estimates cost savings of over \$100,000 each year. But the real savings comes from having more accurate claims information reported to CIRMA the day the loss occurs.

With the right information in hand as soon as possible, CIRMA's claims team can deploy the right resources and tools to direct adjuster efforts exactly where they are needed, helping to ensure that injured employees receive the most appropriate care and return-to-work planning. CIRMA's Claims team uses sophisticated data analytics and business processes to ensure costs are contained, injury care is monitored, and treatment plans meet CIRMA's standard of care.

"The use of online claims reporting can achieve significant savings for CIRMA and its members. More importantly, early, more accurate reports of loss enable the CIRMA team to help your injured employees get the best care possible," said David Demchak, Senior Vice President, CIRMA. "As a member-owned and governed organization, the benefits of the savings from increased use of online reporting flows directly back to our members," he added.

Users of the NetClaim.net online portal find that they save time, too. The system's auto-fill features and intuitive design make it easy to enter and verify data. The facts of the claim are captured immediately in the reporter's own words, ensuring better communication between CIRMA, the member, the injured employee, and medical care providers.

CIRMA urges all of its Workers' Compensation members to register and use the new portal to report claims. Contact Michael Gillon, Workers' Compensation Claims Unit Manager at mgillon@ccm-ct.org, to register.

Liability, Auto, and Property claims reporting. Accuracy and speed is just as important for liability, auto, and property claims. Delays in reporting property damage, for instance, has resulted in hundreds of thousands of dollars of extra unnecessary expense. Whether the damage is from flood, fire, or frozen pipes, fast response is essential to prevent further damage. CIRMA uses a broad network of building recovery specialists who are able to mitigate all types of property losses. They respond within hours with the most advanced resources available to get our members' operations back in service.

Prompt reporting of liability and auto claims enables CIRMA to 'freeze the facts' and preserve and gather evidence to be used to defend its members against these claims, as well as pursue early subrogation.

Although not a portal, CIRMA urges its Liability-Auto-Property members to report claims at lapnewclaims@ccm-ct.org. Electronic forms for auto, property, and liability claims can be downloaded from the CIRMA.org/Claims page.

Updates to Best Practice Guides. CIRMA has updated its Workers' Compensation Accident Investigation and Reporting Risk Management Best Practice Guide. The guide contains new information on the NetClaim.net claims reporting portal as well as guidance on the recent changes in CONN-OSHA's Reporting and Recordkeeping rules. Copies may be ordered from CIRMA.org/LearningResources.

CIRMA's Liability-Auto-Property Incident Reporting Guidelines, with new sample forms and recommended procedures, are also available for order from CIRMA.org/LearningResources.

Copies are free to CIRMA members.

Save the Date!

CIRMA's

ANNUAL MEETING
OF MEMBERS

JANUARY 30TH, 2015

BUSINESS MEETING & KEYNOTE FROM 11:45 A.M. TO 2 P.M.
TWO SEMINARS WILL BE HELD BEFORE THE EVENT BEGINNING AT 9:30 A.M.

THE TOPIC OF THE MEETING IS "ACT UP! MUNICIPAL RISK & AVOIDING LIABILITY."
WE'LL BE HEARING FROM THE TRADITIONAL AND NEWER PERSPECTIVES OF RISK AND LIABILITY.

- Network with municipal and school leaders from around the state.
- Increase your professional understanding of municipal risk.
- Help guide CIRMA's direction.

Lunch will be served!



Growing expertise and understanding



Michael Gillon



Betty Ju



Gabriella Magyar

As important as quality data is to CIRMA, it is the people of CIRMA who will use it and ultimately act on it. "A deep understanding of our business strengthens CIRMA's market leadership. Like any other resource, knowledge and expertise must be developed, promoted, and applied to create innovative solutions for our members," said Bruce A. Wollschlager, President and CEO of CIRMA.

Michael Gillon has been promoted to Workers' Compensation Claims Unit Manager responsible for the overall performance of the unit. Michael recently earned his Chartered Property Casualty Underwriter (CPCU) designation from the American Institute for Chartered Property and Casualty Underwriters (ACPCU). Betty Ju has been promoted to Workers' Compensation Administrative Team Leader; Betty will lead the Workers' Compensation claims assistants and bill processing activities.

Several employees have recently earned advanced credentials: Camille Eremita became a Certified Subrogation Recovery Specialist and Joe Kutniewski earned his Legal Principles Claim Specialist designation. Joseph Barbera and Ryan Wells, both Senior Risk Management Consultants, earned their Associate in Risk Management (ARM) designations from the ACPCU.

CIRMA is pleased to announce that Gabriella Magyar, a resident of Fairfield, recently joined CIRMA as a Risk Management Consultant Trainee. Gabriella is a graduate of Keene State College, where she received a Bachelor of Science in Safety and Occupational Health Applied Sciences.

DEEP stormwater permit Continued from page 7



source of illicit discharges, and the implementation of programs to prevent future IDDEs. Additionally, the proposed permit states that illicit discharges are prohibited and a violation of this permit, and remain a violation until they are eliminated, and in effect, placing the municipal permit holder in violation and liable for the illicit discharges by third parties.

CCM requests that any provisions contained within the proposed MS4 permit that go beyond the mandated Federal EPA requirements – such as the creation of a Tier II permit for 49 towns not covered by the Tier I permit – be removed from the proposed permit.

DEEP should conduct a comprehensive cost-benefit analysis of the requirements and costs within the proposed permit, to ensure that any increased costs result in measurable improvements to the environment and at reasonable costs to local taxpayers. There can - and should - be a better balance, and a more cooperative process, of protecting the State's water bodies while also protecting local governments' ability to

adequately afford and provide services to their taxpayers.

Other costly mandates: Road Sweeping, Catch Basin Cleaning, Dry and Wet Weather Stormfall Monitoring, Public Outreach and Education, Leaf Collection and Disposal, Char to Local Zoning Ordinances, Legal Authority to Prohibit and Investigate, and Snow Management.

While the effects would be felt in every town, here are examples of the overall financial impacts on some of the sample small, medium, and larger municipalities:

- Norwalk (pop. 85,603) - \$3.57 million
- Greenwich (pop. 61,171) - \$5.1 million
- Bristol (pop. 60,477) - \$882,000
- East Hartford (pop. 48,571) - \$1.9 million
- New Milford (pop. 28,338) - \$2.2 million
- East Lyme (pop. 19,022) - \$122,000
- Killingly (pop. 17,826) - \$467,000
- Ledyard (pop. 15,078) - \$160,000
- Haddam (pop. 7,885) - \$294,000
- Barkhamsted (pop. 3,662) - \$644,000
- Franklin (pop. 1,899) - \$39,750

CCM will continue to advocate that towns and cities must be protected from the costs imposed by the proposed modifications to the DEEP permit and will continue to seek reasonable ways to reduce the number, scope, and costs of additional requirements that DEEP has proposed.

Q & A

All terrain vehicles (ATVs)



This issue's Q&A discusses the problems ATVs can present and steps municipalities can take to regulate them.

What hazards do ATVs present to their users and the property on which they ride?

While trained and responsible riders can enjoy a positive riding experience, the U.S. Consumer Product Safety Commission (CPSC) reported that more than 100,000 ATV injuries occurred in 2012. Twenty-five percent (25%) of these injuries involved children under the age of sixteen. While the number injured in ATV-related accidents is alarming, it is also important to note that there was an average of 144 child deaths and 568 adult deaths between the years of 2001 and 2008.

Riders using ATVs off of trails specifically designated for their use can destroy vegetation, increase erosion, damage sensitive wetland habitats, generate siltation into lakes and streams, damage fish spawning areas, and impact water supply sources. It is important that ATV owners only use officially designated trails and remain environmentally cautious while operating their vehicles.

Are there Connecticut statutes governing the use of ATVs?

Yes. Chapter 255 of the Connecticut General Statutes regulates both snowmobiles and all-terrain vehicles.

The chapter requires registration of these vehicles (with some exceptions, including operation of such vehicles on property owned by the vehicle owner), and requires that operators not endanger persons or property, ride at "unreasonable or imprudent" speeds, or under the influence of intoxicants.

There are restrictions on noise and use on public highways (prohibited except for crossings under very specific conditions), and penalties for law enforcement provided as well.

Are there any local ordinances regulating ATVs?

Yes, any municipality may, by ordinance, regulate the operation and use of all-terrain vehicles as outlined by Section 14-390 of Chapter 255.

Numerous municipalities have enacted local ordinances regulating ATVs. For example, Hartford recently established a new ATV ordinance in 2013 in an effort to crack down on noisy ATVs illegally operating on public roadways. The \$99 fine was increased so that those operating ATVs in the city on public highways will pay anywhere between \$1,000-\$2,000 and face 25 days in jail if caught.

While these local ordinances do exist, it is worth noting that the state statutes provide local law enforcement with many tools for controlling ATV use, making local ordinance provisions somewhat unnecessary.

For additional information, please contact CCM's Research and Information Service at (203) 498-3000 or by email at research@ccm-ct.org.

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Creature comforts: Shelton unveils new animal shelter



Man's best friend may be the dog, but for cats and dogs in Shelton in need of rescue, their best friends are clearly those of the two-legged variety.

City officials, members of the Animal Shelter Committee, and volunteers recently celebrated the long-awaited opening of a new animal shelter designed with three functions in mind: a safe, secure place for strays and lost pets, adoption, and humane education.

The \$1.4 million building replaces a 40-year-old concrete block shelter that committee members say was "literally falling down."

Seven years in the planning, the building took just over a

year to complete from groundbreaking to ribbon-cutting and came in at budget. Voters overwhelmingly approved its funding at a November 2012 referendum. The city provided utility work and site work which included grading a city-owned hillside. Officials said the project also got "rave reviews" from the state Department of Agriculture.

At the recent ribbon-cutting, committee members had high praise for City Animal Control Officer Sheryl Taylor for her "knowledge and input," the Board of Aldermen, the city's Public Works Department, and Mayor Mark Lauretti.

Lauretti returned the compliments, saying of the committee, "to have stayed within the budget and get the product that they got is a credit to them."

The shelter, formally dubbed the Shelton Animal Shelter and Adoption Center, will be staffed by the animal control officer, an adoption coordinator, a part-time animal control officer, a clerk, and volunteers.

The shelter features more than two dozen new dog kennels, a cat "condo" and playroom, and a special adoption area where families can meet prospective pets and shelter staff can assess compatibility. Committee Secretary Gail Craig, who is also a board member of the Friends of the Shelton Animal Shelter, said promoting adoptions was among the committee's main priorities in order to find animals "the loving homes they deserve."

East Haven to re-use old school for community programs

Out with the old, in with the new is an expression associated with the New Year, but in East Haven it also means finding an adaptive re-use for the town's old high school. If all goes as planned, the redevelopment of the school property will include a new town pool, a new youth basketball facility, and a new community center.

Mayor Joseph Maturo, Jr. said the town has published a Request for Proposals from developers for a mixed-use plan that will generate new tax revenue and provide new, modern athletic and community facilities. The plan also calls for part of the property to be used for senior housing including independent living and assisted living.

"Our Biddy Basketball program is home to hundreds of families in town and is a staple in our community," Maturo said. "Similarly, thousands of people participate in our town aquatics

programs. As a result, development of the property will require the developer to build and provide the Town with new facilities for these beloved town programs."

After it is redeveloped, the town estimates the property will generate between \$400,000 and \$600,000 in new tax revenue each year which could be used in a variety of ways. For example, the projected new revenues would be equivalent to about a quarter-mill tax decrease. Maturo said other uses for the new revenue could include a capital improvement program to provide public works with new machinery and renovate existing fields, roads, and town buildings to better serve residents.

The completed redevelopment project will be a win-win for East Haven, as the town expects the new community facilities will improve the town's financial position and provide improved services and recreational opportunities for residents.

Economic Development

Hartford rewarding creativity, growing economic strategies

Officials in Hartford are banking on the creativity that people in the capital city possess and the city is using \$1 million in federal economic development funds to bring the best ideas to light.

Round one of the "Strong Cities, Strong Communities" (SC2) competition showcased the talent and visions of more than 60 creative teams all vying for tens of thousands of dollars in winnings. The crux of the competition requires teams to develop detailed economic strategies aimed at attracting start-up businesses and retaining entrepreneurs.

One of just three U.S. cities to qualify for the funding under the federal SC2 program, Hartford focused on mining its community's creative talent, while the other recipients – Las Vegas and Greensboro, NC – applied the funds to specific projects or

hired a consulting firm.

"By the interest that we've had in this program, I can tell the spirit of innovation is alive and well and strong in our community," Mayor Pedro Segarra said during a recent announcement of the first round of winners, who split \$100,000 in prize money.

The first-round winners will move on to the next part of the competition this spring where \$800,000 will be split among the top six finishing in that round. At the end of the competition, the entrepreneurial proposals will become property of the city.

Topping the competition in the first round was Hartford Health Works, a team of medical technology and healthcare companies. The group's proposal identified the city's existing strengths in

healthcare technology and envisioned Hartford as a "hub" for the medical device industry.

Others winners included Community Solutions, a team composed of advocates seeking to end homelessness. The group pitched an idea that would establish a "food cluster" at a vacant factory. The building could house dozens of food-based enterprises and provide training for people working in the food sector industry.

Hartford Rocks, the third winning team, focused on transforming the city into a destination for young entrepreneurs. To create an attractive, livable city for young professionals the group identified the need for synergy among four components – transportation, arts and entertainment, streetscapes, and economic development.

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Health · Pharmacy · Dental · Vision · Disability · Life

Putnam's mixed-use complex weaves vibrant tapestry of past and present

Rooted deeply in our New England history, textile mills are undergoing a rebirth and reuse across Connecticut and Putnam has big plans for one of the most historic mills of all.

Cargill Falls Mill was the first textile mill in Connecticut to produce cotton broadcloth while drawing its power from the Quinebaug River that roars behind it. Putnam is once again harnessing that power and along with state and federal grants and vision, the town is poised to bring the old mill back to life in a big way.

The Lofts at Cargill Falls Mills is a planned multiple-use development that will offer a mix of more than 80 market-rate and affordable apartments. The mill is located just a short walk from downtown restaurants, retail, and its well-known antiques district. It is also close to the region's main hospital, Day Kimball. With spectacular views of the falls and river, town officials and the developer anticipate a lot of interest from young professionals. There is already a waiting list for the apartments.

"People don't want to live in vinyl boxes anymore," said Economic and Community Development Director Delpha Very.

"People can live in our mills and walk to work or walk to restaurants or shops. People are changing the way they want to live."

The project has received \$5 million in state funds from the Competitive Housing Assistance for Multifamily Properties initiative and has applied for \$2.5 million from the federal Urban Act program. The site has undergone brownfield remediation through state environmental and economic development programs and, as the oldest cotton mill in the state, is on the National Register of Historic Places.

Putnam officials say the project has all the necessary licensing approvals from the Federal Energy Regulatory Commission for the hydroelectric generation.

The town is working with the mill owners and developer to ensure that The Lofts fit naturally with other projects in town and will be attractive to businesses interested in locating at the new Quinebaug Regional Technical Park.

"This is a true enhancement of what we've already been building in Putnam," Town Administrator Doug Cutler said. Construction is expected to start in March 2015.

Meriden eyes financial incentives to spur business

Look to the east – that's what officials in Meriden are hoping prospective business owners will do when they consider locating in the Silver City.

The city is working on plans to offer tax abatements and other incentives for its east side, particularly along the stretch of East Main Street between I-91 and Middlefield. Eligible properties would have to meet certain state statutory thresholds to take advantage of the program, such as meeting the \$3 million minimum for improvement costs. That is the trigger that allows municipalities to fix property assessments for up to seven years.

Deemed a "priority area," that portion of the city has great potential for new businesses because of the building stock currently available, including

vacancies at a plaza and at the site of a former car dealership.

"Anyone that's interested in that general area, these incentives may cause them to look further east," said City Planner Dominick Caruso.

The incentive program allows officials to expand their economic development focus beyond the downtown, which is undergoing significant transformation thanks to some \$100 million in redevelopment projects. Ongoing plans include mixed-used development with pedestrian friendly surroundings. A new \$20 million transit center will be part of the New Haven-Hartford-Springfield line and another \$14 million initiative includes a major flood control project.

Supporters of the new abatement and incentives for the east side say it is

moving the city in the "right direction." It will translate to lower tax burdens over an extended period of time and deliver greater returns for investors.

The program also will help spread the word that Meriden is "a business friendly town," said City Councilor Larue Graham.

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Environment

Middletown pulling it all together for hikers and habitat

Mount Higby looms large in Middletown's plans to add to its open space.

The two-mile long ridge is a popular hiking spot along the New England National Scenic Trail where the Mattabesett and Metacomet trails meet. Middletown's purchase of a long sought-after 113-acre parcel on Higby Mountain would add a key connection for hikers while preserving valuable wildlife habitat.

Those plans have the support of the Connecticut Forest and Park Association, which calls this section of the trail one of the "most familiar and treasured landscape features" in Connecticut. Middletown officials are well aware of its significance to the community. In 1990, the city's Conservation and Development plans noted that after the Connecticut River, Mount Higby, with its commanding views of the Quinnipiac Valley, was probably one of the most prominent features in the city.

The parcel carries a price tag of \$686,000 and City Planning Director Michiel Wackers says about 30 percent of that is available through a grant from the state Department of Energy

and Environmental Protection. This past fall, Middletown was one of 25 municipalities to share in a \$7.8 million state grant for open space. The awards are earmarked for purchase of more than 2,200 acres in open space.

The parcel also represents a more convenient and direct route for hikers on the New England Scenic Trail. Currently, hikers have to veer off in a more circular route to avoid trespassing on private property.

"It's been a property we've been working on for a long time," Wackers said. "There has been a desire to have it since at least the 1990s."

The purchase would enhance the conservation work the city has already accomplished. A 2010 grant of \$170,000 allowed Middletown to purchase nearly 30 acres near the Mount Higby Reservoir. That same year, the city also received \$660,000 in grants to preserve 450 acres in open space for three sites in East Haddam.

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Fundraising moves Simsbury land trust closer to goal

A busy fundraising summer is translating into a very promising fall as the Simsbury Land Trust closes in on its goal of adding 75 more acres to the town's open space.

The group raised more than \$170,000 in private funds and \$75,000 from a charitable fund, including a matching dollar-for-dollar donation, all towards the purchase of the long-sought-after Tanager Hill - The Ellsworth Property. The parcel would serve as a key connection for hikers from the town center, across the Farmington River to the New England Trail along the Metacomet Ridge.

"We have made great strides this summer in our effort to preserve 75 acres at Tanager Hill," said Land Trust Executive Director Amy Zeiner.



The land features a 500-foot change in elevation from the Farmington River flood plain to the upper west slope of the Metacomet Ridge. When completed, the \$1.2 million purchase of Tanager Hill will add meadows, forest, and rich habitat for a variety of plants and wildlife to the historic farmland the Land Trust has preserved over the years.

Land trust officials say the property would provide "exciting recreational opportunities consisting of an especially attractive and challenging hiking destination, an existing network of trails connecting the major physical features of the site, and the most practical pedestrian route from the New England Trail to a river crossing into the Simsbury Town Center."

Together with the adjacent Owen-Mortimer Property, already protected by the Simsbury Land Trust, adding the Tanager Hill land would create a 105 acre preserve.

Established in 1976, the not-for-profit organization has permanently protected 32 parcels in the town. The efforts have kept about 1,000 acres in open space, of which more than half have been donated to the Simsbury Land Trust.

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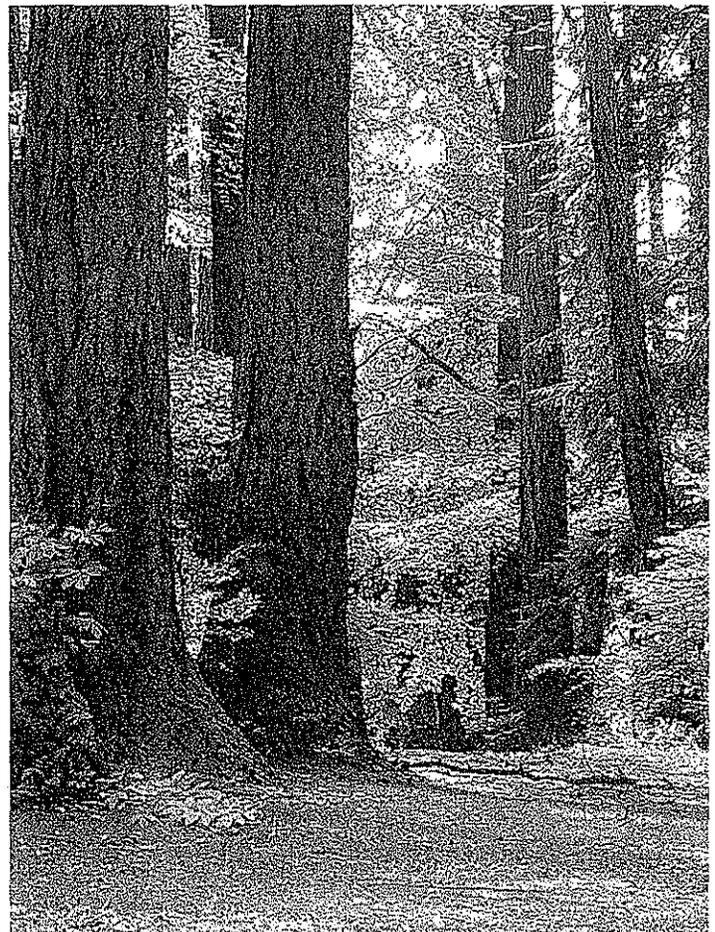
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Environment

New section of greenway opens in New Milford

There's no place like home and New Milford residents who want a safe and scenic spot to ride a bike, go for a walk, or run no longer have to go far to find one.

The town recently re-graded a long-neglected dirt road in Sega Meadows Park to create the first non-motorized leg of the New Milford River Trail, a greenway that's planned to follow the Housatonic River from the Gaylordsville section of town to Harrybrooke Park, a beautiful park bordering a rushing waterfall on the Still River in New Milford.

With the opening of the new trail section, Sega Meadows Park is officially completed after 7 years of work and what was once a rocky trail tangled by tree roots and tall grass is now a smooth, non-paved, surface that's a sweet ride for hybrids and mountain bikes and gentle on runners' knees.

The bike trail weaves its way through the pristine, wooded acres of the town-owned park in the Boardman district of town, a scenic ride along the Housatonic River.

The Sega Meadows portion of the trail runs for 1 1/2 mile from Boardman Bridge to River Road. From there, the New Milford River Trail continues on to Gaylordsville as a shared pathway that allows slow-moving cars.

The distance from the Sega Meadows entrance at Boardman Bridge to the Gaylordsville Country Store is exactly 5 miles, an easy ride for families with young children who are looking forward to ice cream and cold drinks at the store.

Besides enhancing recreational opportunities for area residents, the New Milford River Trail will be a vital link in the Western New England Greenway, a network of trails in Connecticut, Massachusetts, and Vermont that will one day connect Montreal with New York City.

Sega Meadows Park is on land given the town in 1992 by the late Art Sega, a prominent businessman and civic activist. Sega's gift comprised the park's original 23 acres along the Housatonic River and today, Sega Meadows totals 88 acres.

Education

Suffield prepares the next generation for farming careers

The Regional Agriscience Center at Suffield High School has taken the slogan "No Farms, No Food" to heart in fulfilling its mission to prepare the next generation for careers in farming and other rewarding occupations in agriscience disciplines.

The Agriscience Center serves communities throughout the Greater Hartford region with more than 100 students currently enrolled from towns that include Avon, Simsbury, East Granby, Enfield, Bloomfield and Windsor Locks. The Agriscience Center prepares students for college, business and the work force by offering honors, academic and advanced placement courses, athletics, music, drama and art programs.

Students schedule their agricultural science program courses in conjunction with their required high school courses leading to both a high school diploma and an agricultural science certificate. Graduates are then in a position to seek further education at the college level and/or direct job employment.

The Center, established in 1964, is one of nineteen state-sponsored centers specializing in agricultural science education. It strives for the highest possible achievement level in a creative and flexible environment and values each student's unique abilities, talents, interests, learning styles and backgrounds.

State Rep. Tami Zawistowski, whose legislative district includes Suffield, re-

cently toured the Agriscience Center with the program's director Laura LaFlamme who showed Zawistowski program's greenhouse and its aquat center as well as the large and small animal facilities.

In cooperation with the Family, Friends, and Alumni (F.F.A.), agricultural science students are also encouraged to participate in "career development events" which test the knowledge and abilities of students in 23 major areas of instruction, with specific subjects offered each semester that include agricultural sales, agricultural issues, poultry evaluation, dairy foods, livestock evaluation, forestry, floriculture, nursery landscape meats evaluation and more.

Cheers! Bridgewater's 79-year-old ban on alcohol sales is history

Bridgewater residents answered with a resounding "Yes" when asked on Election Day if the town should repeal its long standing ban on alcohol sales. The landslide vote – nearly 3-to-1 in favor of lifting the ban – ushered out Bridgewater's distinction of being the last dry town in Connecticut.

But perhaps most importantly for municipal leaders and the town's small business community, it ushers in the promise of more economic development.

First Selectman Curtis Read called the vote "a little bit of progress."

"We want to be perceived as an up-and-coming town, and I think this definitely helps that," he said.

The ballot measure that passed does not establish liquor stores or allow alcohol to be sold in convenience stores. It essentially allows "the sale of alcoholic liquor in all establishments operating under restaurant or café permits."

Consequently, the next step has the town turning its attention to tweaking the zoning ordinances to allow the establishment of restaurants. There are currently no

restaurants permitted in this town of 1,700, but there is keen local interest in opening some.

William Holland, who owns an X-ray equipment manufacturing business, is aiming to turn a vacant bank into an upscale restaurant. He said he will petition the Planning & Zoning Commission to amend the regulations and is hopeful that the new eatery will be up and running in a year.

The actual origins of the ban are unclear to many in this village with strong agricultural roots. But local lore points to problems that may have begun when prohibition ended in 1933 and bars reopened. The revelry may have gotten a little out of hand and crops suffered as a result.

Fast forward nearly 80 years and supporters are hopeful that ending the ban and boosting business will bring more young families into a town where the average age is 58.

Library Director Sandra Neary noted that change can be good for any community.

"I think it's just what we need," she said.

Colchester shedding higher-fee tax payment system

Paying taxes online for Colchester residents just got a little more convenient and a lot less expensive.

Beginning next year, the town will use the services of "Point and Pay," a new vendor that will provide residents with updated, real-time tax information 24 hours a day. The system will also issue notices to taxpayers when payment is due.

Colchester is one of a growing number of municipalities in the state that provides online payment options for its residents. Tax collector Don Phillips explains that the third-party vendor system that the town currently uses for online payments charges a "convenience fee" of 3 percent for bills more than \$1,000 and 2 1/2 percent for those more than \$10,000. Taxpayers also have to be armed with a lot more information

such as the bill number, certain codes, and the exact amount to be paid.

Phillips says.

Cyber-security is always a concern with any transaction but Phillips says the new vendor doesn't keep transaction records. He also pointed out that in the electronic payment sphere the town has a small customer base unlike the major retail accounts, the typical targets of hackers. More than 30 municipalities in Connecticut are currently using the "Point and Pay" system.

The new system comes at no cost to the town and is more user-friendly, offering additional flat-fee payment options. Taxpayers can use a debit card and pay a flat fee of under \$4 or pay by electronic check for \$1.50.

Taxpayers also still have an old-fashioned option – a visit to Town Hall to pay in person.

"You can't look up your tax information and then click on an icon to pay the bill,"



Governance

Protecting property, preserving history are driving force behind Brooklyn regs update

Clarity and simplicity are at the heart of a top-to-bottom review and rewrite of regulations that apply to Brooklyn's Village Center.

The village district was initially created to protect the town's historic center which features colonial era stonewalls and architecture and is a National Register Historic District. The Town Hall is also located in the Historic District.

But the Historic District is currently only about half the size of the village district and it is the village regulations that are in place to protect properties. First Selectman Rick Ives said the town wants to ensure that the regulations are

"simpler for people to understand" and easier to navigate while still protecting the area.

The Planning and Zoning Commission is looking at changes in language that include agriculture use, commercial use, definition of a vendor, and the stone walls that officials have identified as "unique assets and historic and cultural resources."

The public will have an opportunity to first view the draft regulations once they've undergone a legal review and are posted on the town web site. Ultimately the town will hold a public hearing on the changes in early 2015.

P&Z Commission Chairman Carlei Kelleher said the town wants to make it clear to property owners that the regulations will not mean they have to apply for special permits or come before the commission for the simplest of changes to their homes, such as adding handrails or other minor fixes.

As an example of what she wants to fix, Kelleher said this past fall the commission had five issues before it a single night – all related to the Village Center District.

"I want to make sure you don't have to file a site plan to put a vegetable garden in your backyard," Kelleher said.

Regional/Intermunicipal Cooperation

Risky business: WCCOG towns updating Hazard Mitigation Plan

The calm before the storm is always the best time to prepare for the worst.

Officials from Weston, Wilton, and New Canaan are doing just that as they begin the process of updating their portion of the regional Hazard Mitigation Plan used by towns in the Western Connecticut Council of Governments (WCCOG). Updating the plan every five years is not only mandated by the Federal Emergency Management Administration (FEMA), it also keeps participating towns eligible for federal funding.

A recent workshop in Wilton helped officials from the three towns identify potential hazards and vulnerabilities and focus on ways to mitigate their risks. They were joined by representatives from the state Department of Energy and Environmental Protection, the Nature Conservancy, and Northeast Utilities.

Officials looked at everything from generator capacity to roadside tree maintenance to using Geographic Information System (GIS) technology for road crews.

Weston Land Use Director Tracy Kulikowski said one of her big takeaways from the workshop was the importance of providing power to the entire town center. As a result, her town has identified a need for a more powerful generator, one that can provide electricity to the town hall, the library, schools, a shopping center. Weston also plans to expand a volunteer communication program for small neighborhoods and may provide IT support to enhance it.

The public will play a key role in updating the regional plan which was last updated in 2011. WCCOG Regional Planner Robert Sachnin said the update will also include a Natural Hazard Survey to gain public feedback on areas of greatest concern to residents.

"These are the people who are directly affected by disasters and it's important that their voices are heard," Sachnin said. "The public's feedback concurrently assists emergency responders, so it's really a win/win for the community."

Renewable energy: "Sun spots" expanding in Fairfield

Fairfield officials are looking to expand the town's solar power footprint and to lower energy costs even further for their taxpayers with new installations of the green technology.

Current sites approved for solar panels are at the closed landfill, which will supply power to the town's Water Pollution Control complex, and at the Fairfield Ludlowe and Fairfield Warde high schools.

New solar projects are also being considered for the Fairfield Tennis Center and a downtown train station. The town is in the process of working with neighbors on the planning and approval of the Tennis Center project, which would provide power to the tennis center and a teen club. The town is also working with the Parking Authority on the train station solar project which would generate electricity for a nearby middle school.

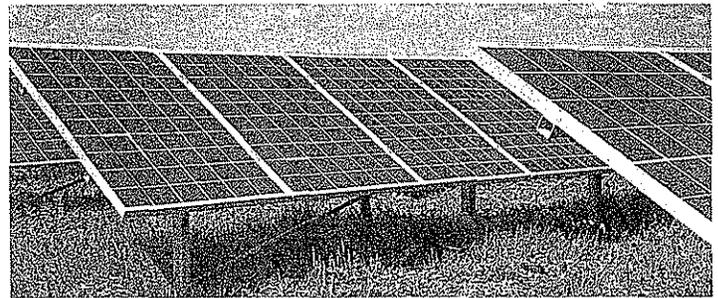
Assistant Public Works Director Ed Bowman explains that the projects will not need to go through zoning approvals because they are considered an accessory use and not a "change of use." He said the planners have worked closely with the Conservation Commission on the landfill panels.

Town officials say the projects will be built with no cost to taxpayers and, when completed, all five sites would save some

\$285,000 in utility costs.

The expansion of solar power complements Fairfield's ongoing initiatives to promote renewable energy for both the public and private sector. The town actively promotes a number of state and local energy efficiency programs such as Solarize CT, Zero Emissions Renewable Energy Credits (ZERC), and the Clean Energy Challenge, which set a goal in 2014 to perform 375 new home energy audits and 100 new home solar electricity installations.

"We have available to us programs that provide clean, renewable energy and some great savings for our taxpayers," said First Selectman Michael Tetreau.



Easy does it: Monroe launches upgraded, user-friendly website

Call it simplicity with substance – a lot of substance.

Using scenic Great Hollow Lake in the background, the redesigned Monroe town website greets visitors with a simpler, cleaner design and sports functions that are easier to use on both the front and back end.

The site allows citizens to retrieve their town property cards from a database that is similar to Google earth. Problems on a particular road, such as downed power lines or debris in the road? No problem informing the appropriate town officials because a new function dubbed the "Q-Alert" lets residents immediately report such hazards. By simply typing the words "tree down" in the "Q-Alert" box,

the user is automatically directed to the Department of Public Works.

The "Q-Alert" functionality can also be used for less dire situations. If a user types "my property taxes," he or she will be directed to the page for the tax collector.

Preliminary work began last year when the town allocated money for the improvements. Jack Zamyary, director of technology for the town and schools, admits that the old site was challenging at times in terms of finding information. By going with a simpler design, users can quickly locate what they need.

Zamyary said the town is very pleased with the new geographical functionality. The built-in geographic information system (GIS) compatibility is able to

pinpoint the location of the individual reporting an issue, Zamyary said.

Not only is the site friendlier for residents, it has also made life a little easier for town employees, particularly the non-technical types. Using a simpler Content Managing System (CMS), non-technical people can add new information and refresh pages more readily. As a result, residents will have access to the most-updated and accurate information more of the time.

"Employees often needed the assistance of an IT specialist to make changes with the old CMS," Zamyary said. "The new CMS requires very little training for users to become proficient."

Volunteers

Backpacks in Branford bringing home more than books

For Johanne Pantani and many others in Branford, the thought of one child going hungry is unacceptable.

Pantani and a group of friends have launched an initiative to provide weekend meals for students by confidentially stuffing their backpacks with nutritious food each Friday. Dubbed "Feed Branford Kids," the program began in November with 10 deliveries but quickly grew with each week.

The volunteers saw a need and realized there was already a similar backpack nutrition program in the state through the Connecticut Food Bank. About 18 towns currently use the program and the hope was that Branford could be included. However, the Branford group learned that they didn't qualify for the program.

"We didn't have enough hungry kids," Pantani said, "but if you have one hungry kid, you have one too many."

Undaunted, the group set about starting their own program, at first using seed money from family donations. But as word spread, so did the pace of donations. The group received help from Branford Cares, a \$5,000 donation from the Branford

Community Foundation, and a \$20,000 contribution from a former Chief Operating Officer of Edible Arrangements, who happens to be a Branford resident.

Students who are identified by school officials receive a bag of food that is placed confidentially into their backpacks each Friday by school staff. Volunteers collect food weekly at the library and YMCA and also welcome monetary, tax-deductible donations.

Optimal food donations include individual servings of such as tuna, prepared pastas, stew, macaroni and cheese, cereal, juice boxes, fruit/pudding cups, granola/cereal bars, and shelf-stable milk cartons.

Feed Branford Kids volunteer Pat Andriole notes that school administrators have enthusiastically welcomed the help.

"They've seen the need for quite a long time," Andriole says. "The important thing is none of us want to see any child go hungry. We also know when they're hungry, they can't play the way they'd like to; they can't learn the way they'd like to."

Harwinton playground benefits from Scout's project

The Eagle Scout oath is clear in its three-pronged purpose. A Scout must always strive for better citizenship in his troop, community, and in contacts with others.

For Ken Flugrad, that checklist was complete as his journey through Scouting brought him back full-circle. His troop: No. 55. His community: Harwinton, and a key contact: Suzanne Stich, the Director of Harwinton's Park and Recreation Department. All three converged recently to help Flugrad as he nears completion of the highly respected Eagle Scout badge.

Flugrad sought Stich's advice when plans for his initial Eagle Scout project – constructing a boardwalk along trails at a popular local pond – proved too large a scale. Stich had the perfect solution with a project that was just the right fit. She suggested sprucing up at the town's Charlotte Ryan Memorial Playground. The equipment needed re-painting and the

entire playground needed a new base of mulch to help cushion play and keep children safe.

The project also gave Flugrad the opportunity to pay a heartfelt tribute to his father, who died in 2012. An avid



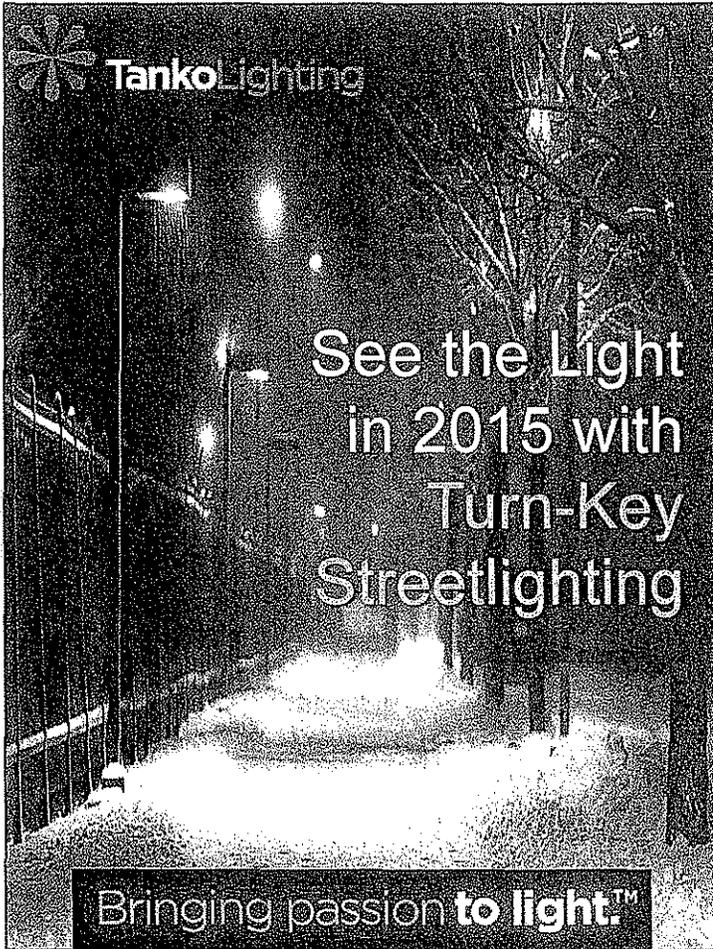
outdoorsman and scouting supporter, Ken Flugrad was always very proud to watch his son advance through scouting ranks.

"It's really important and special for me to get this done," Flugrad said.

He meticulously mapped out each step, compiling the lists of tools and materials to complete the project. He also did the financial math and set a fundraising, asking local businesses contribute to the cause.

Flugrad was able to raise enough money to cover the entire playground in three-inches of mulch and repaint benches. He also enlisted the help of his fellow scouts and during one recent Saturday in the fall, members of Troop 55 turned out to work on the park. It was familiar ground for Flugrad who joined the Cub Scouts 10 years ago and remembers camping at the playground as part of his earliest scouting activities. He grasped the significance of this, his final project, taking place where it all began for him.

"It's the place where I am kind of finishing up as well," Flugrad said.



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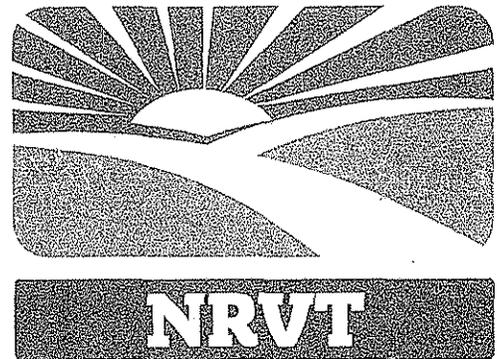
Volunteers

Trailblazers: Ridgefield doing its part to connect regional trail

Celebrating National Public Lands Day this past fall was a very local affair for many in Ridgefield and it signaled another major step forward in the 38-mile Norwalk River Valley Trail.

When finished, the regional multi-use trail will run from Calf Pasture Beach in Norwalk to Rogers Park in Danbury and all points in between. Armed with shears, loppers, saws, and plenty of energy, volunteers were enlisted to begin clearing a section of the trail that will eventually run from Laurel Lane just off Route 7 to Martin Park and town open space.

The trail is part of the town's comprehensive plan to promote and create green transportation alternatives and more recreational opportunities for walkers, hikers, cyclists and equestrians. To help achieve those goals, town officials have been working with the Ridgefield-based Leading Initiatives for



New Connections (LINC), which has partnered with organizers behind the Norwalk River Valley Trail.

Ridgefield First Selectman Rudy Marconi says the alliance between the Norwalk River Valley Trail and the town's LINC was essential in helping the project move forward. Both groups share the same vision for greener alternatives.

LNC Co-Chairwoman Jacqui Dowd says the group fully supports the town's plan to promote a healthy lifestyle by creating easier access to alternative modes of transportation. The LINC is part of Ridgefield's plan of development and will feature an in-town multi-use 5-mile trail designed to provide safe walkways and bike paths away from busy roads.

"Ridgefield presents very different challenges like narrow winding roads," Dowd says. "So the more we can do as a community to help people choose how to get around, why wouldn't we?"

Energy

Windham shines bright light on energy efficiency

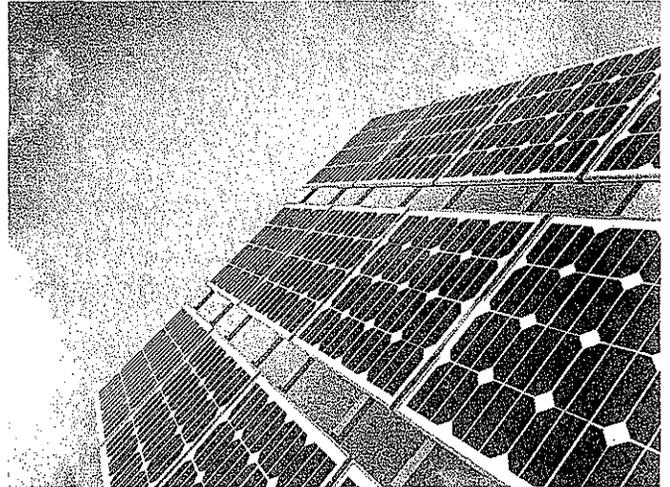
In Windham, there's a lot of energy associated with the town "green." It is energy that's renewable, sustainable, more efficient – and catching on.

"We have a lot of different entities doing things," said Energy Commissioner Chairwoman Jean de Smet.

From town utilities to the halls of higher learning at Eastern Connecticut State University, the community has taken advantage of a variety of energy conservation efforts, while at the same time lobbying Hartford for more opportunities.

De Smet was among those who testified in strong support of a proposed bill last legislative session to allow for "solar gardens," where solar panels are placed in empty lots and neighbors share power.

"While we applaud and participate at every opportunity in the work of the state's clean energy programs, all customers



contribute to these programs, and all should benefit from them, even if they don't own property, or a suitable site," she testified.

Solar energy does shine bright at Windham Water Works, which has 442 solar panels and a water turbine to help cut down on the utility's energy needs. Officials there say on the sunniest of days, the Water Works generates more electricity than it consumes. Drawing water from the Willimar Reservoir, a 164-square-mile watershed of the Fenton, Mount Hope and Natchaug rivers, the utility tapped into a grant from Connecticut Clean Energy fund for its solar options.

ECSU has embraced break-through technologies, such as geo-thermal power and fuel cells to help power its community. The school's stationary phosphoric acid fuel cell produces 400 kilowatts of continuous power.

"We have a campus-wide commitment to sustainability at Eastern," said ECSU President Elsa Nunez.

The town's "Safe Haven" micro-grid incorporates turbines and solar panels between a middle and elementary school and will help keep the lights on for the community at large in the event of a prolonged power outage.

Windham is also one of more than a dozen towns in the state participating in the non-profit "Neighbor to Neighbor Energy Challenge." The goal is to help households reduce their energy use by 20 percent, while earning points that can be redeemed for rewards. Organizers sponsored school poster contests and other events to promote awareness of energy conservation and the Challenge program.

"The more people you have involved, the more people we have to spread the word," de Smet said.

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Norwalk charting path toward healthy community



Want to get healthy and fit in Norwalk? There's an app for that.

Members of a task force charged with developing a safe, interconnected network of bicycle routes and walkways are putting the finishing touches on a plan that will be presented to

the public in early 2015. It's all part of the city's Pedestrian & Bikeway Transportation Plan created in 2012.

Task force members are studying all the potential bike routes to include on the master plan and are turning to technology for a little help. City Health Director Timothy Callahan has been working with the group and suggests that data from the cyclist application MapMyRide can help point the project in the right direction.

"I'm sure a number of people in Norwalk use MapMyRide," Callahan said. "Let's find out which routes are the most ridden."

Promoting a healthier lifestyle by creating safe paths to work, schools, and shopping is the driving force behind what the group envisions – neighborhoods and business districts "thriving with foot traffic from residents and visitors...and a hub of connected regional bicycle network that includes bike lanes, multi-use paths, and greenways."

"We believe that more people would bicycle if they had a safe way of doing it," Mayor Harry Rilling said.

The city's Public Works Department is working with the task force to coordinate road repaving with bike lane painting and striping. The project also leverages the proximity of existing trails and greenways to connect the city with healthy pathways that include Norwalk River Valley Trail, the Merritt Parkway, and the East Coast Greenway.

The bike and walkway improvements anticipated in the 2012 master plan are estimated to cost about \$4.1 million. Officials say about two-thirds of that figure is for sidewalk work. Ninety percent of the plan "is going to be paint" for bicycle striping, said Task Force Co-Chairman Michael G. Mushak.

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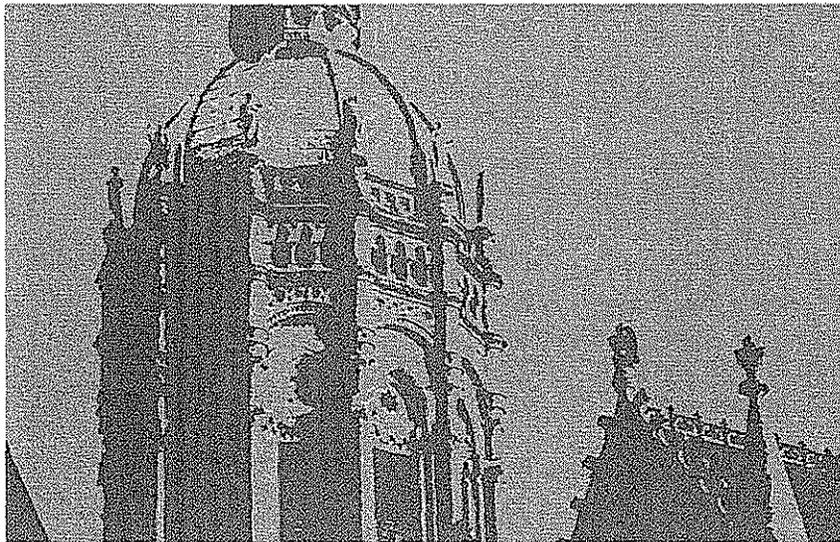


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COST's 2015 Legislative Platform



Priorities for 2015

Preserve State
Aid to
Municipalities

Adopt
Meaningful
Mandate Relief

Enact Fair
State/Local
Tax Policies

Preserve State Aid to Municipalities

Connecticut continues to face serious economic and fiscal challenges. As a result, for small towns, state aid to municipalities has been flat funded for several years now, shifting more of the burden to municipalities to fund education, public safety and other critical programs. This puts enormous pressure on local property taxes which must absorb increases in the cost of delivering services.

Recommendation:

- ◆ Preserve state aid to municipalities at current levels to hold communities harmless from budget cuts.

Ensure Fair-Share Education Funding

Escalating personnel costs, state and federal mandates, unpredictable special education needs and declining revenues are severely challenging the ability of towns and cities to fund education. At the same time, sweeping education reforms require school districts to implement costly changes in curriculum, instruction and teacher evaluation. The state's failure to adequately fund education is putting considerable pressure on local property taxes and undermining efforts to provide quality educational services for all students.

Recommendations:

- ◆ Develop a long-range plan for fully funding the Education Cost Sharing (ECS) grant and adjusting the Foundation Level; and
- ◆ Assist towns in managing special education costs by: (1) Reimbursing towns for a greater percentage of special education costs by reducing the threshold which is currently 4.5 times the average per pupil expenditures; (2) Requiring the state to pay 100% of the costs of special education for severe-needs

students; (3) Fully funding the state's portion of special education costs; and (4) Shifting the burden of proof in special education hearings from the school district to the claimant, consistent with federal standards.

Strengthen Investment in Infrastructure & Economic Development

Investment in local infrastructure and economic development are critical to Connecticut's economic vitality and quality of life. The state has made important strides in funding programs to improve local roads and bridges, spur economic and community development, upgrade water and wastewater infrastructure and preserve farmland, open space and historic buildings.

Recommendations:

- ◆ Maintain funding for the Town Aid Road and Local Capital Improvement Programs, which are critical to our local economies;
- ◆ Maintain funding for the Small Town Economic Assistance Program (STEAP), which supports investment in economic and community development initiatives;
- ◆ Continue to invest funding in the state's Local Bridge program to assist towns in addressing structural deficiencies;
- ◆ Continue to target funding to the state's Clean Water Fund which provides grants and loans to assist municipalities in building wastewater treatment plants and upgrading plants to meet EPA standards; and
- ◆ Expedite local project approvals by: 1) Continuing to streamline state agency permitting processes and adopt LEAN practices; and 2) Decentralizing the approval and administration of state-funded

projects to give local officials greater authority, where appropriate.

Provide Meaningful Relief from Unfunded Mandates

Given the ongoing budgetary challenges facing the state and municipalities, Connecticut must act now to relieve some of the burden on our towns and cities. Unfunded mandates continue to drive up local costs beyond the control of municipalities. Failure to provide municipalities with meaningful mandate relief will force increases in property taxes and cuts to local services and programs.

Recommendations:

Operational Mandates

- ◆ Require any new or expanded unfunded mandate to be approved by a 2/3 majority of the legislature;
- ◆ Allow towns to post legal notices on their municipal websites in lieu of publishing the notices in newspapers;
- ◆ Provide financial assistance to towns to implement the Uniform Chart of Accounts (UCOA) and allow towns to opt out of UCOA if costs are burdensome and unnecessary;
- ◆ Utilize state probate fees to fund probate court operating costs to reduce the burden on municipalities;
- ◆ Relieve towns from the cost and burden associated with storing the personal possessions of evicted tenants.

Labor Mandates

- ◆ Reform the Municipal Employees Retirement System by: 1) Requiring employees to contribute a greater percentage to more equitably fund increased pension costs and unfunded

liabilities; and 2) Creating a new tier plan for new hires, consistent with the state's Tier III;

- ◆ Exempt municipal health insurance policies from the insurance premium tax;
- ◆ Adjust the prevailing wage mandate by: 1) Increasing the Prevailing Wage Threshold on municipal public works projects to \$1 million for new construction and renovations; 2) Clarifying that municipalities are permitted to use qualified (duly licensed) volunteers who are willing to donate labor on projects subject to prevailing wage laws; and 3) Revising the process for determining wage rates to eliminate disparities for small projects; and
- ◆ Reform existing binding arbitration laws, including: 1) Adjusting the timelines; and (2) Modifying the Municipal Employee Relations Act to give towns the right to reject arbitration awards by a 2/3 vote of a town's legislative body.

Education Mandates

- ◆ Provide more flexibility under the state's Minimum Budget Requirement (MBR) and increase the amount by which towns can reduce spending under MBR to reflect demonstrated cost savings and reductions in enrollment;
- ◆ Reform existing binding arbitration laws, including: 1) Adjusting the timelines; and (2) Modifying the Teacher Negotiation Act to give towns the right to reject arbitration awards by a 2/3 vote of a town's legislative body;
- ◆ Refrain from imposing one-size-fits-all mandates on school construction projects that may drive up local project costs, such as state-mandated design and construction guidelines; and
- ◆ Support efforts to encourage school districts

to explore opportunities to share services and consolidate programs, rather than impose penalties on small school districts to force consolidation.

for the purpose of acquiring open space and other local initiatives.

Enact Fair State-Local Tax Policies

Connecticut's towns and cities are more reliant on local property taxes to fund critical programs than any other state in the country. Recognizing this, the state has begun to provide towns with additional sources of revenue and is exploring other local revenue options.

Recommendations:

- ◆ Reject efforts to eliminate sources of local property tax revenues, such as the motor vehicle tax;
- ◆ Phase in full funding of Payment in Lieu of Tax (PILOT) programs;
- ◆ Reject efforts to exempt partially completed construction from the assessment of property taxes;
- ◆ Authorize towns to increase and retain a greater percentage of municipal fees;
- ◆ Refrain from adopting new mandated local property tax exemptions;
- ◆ Explore opportunities to provide towns with stable, alternative revenue sources, such as: 1) A dedicated fee on local motor vehicle taxes, and 2) Restructuring the hotel tax to enable host towns to receive a share of the hotel tax;
- ◆ Clarify that the Municipal Real Estate Conveyance Tax is applicable to the total value of the property transaction;
- ◆ Enable towns to adopt an optional local conveyance tax as a new source of revenue

Enhance Public Safety in our Communities

Numerous small towns rely on the resident state trooper program to provide public safety protection for their residents and businesses. Unfortunately, the costs associated with the program have increased significantly over the last few years due, in large part, to increases in fringe benefit costs which are issued after local budgets have been adopted. In addition, the state's consolidation of state police trooper barracks is raising concerns about how consolidation is affecting public safety.

Recommendations:

- ◆ Control costs associated with the Resident State Trooper program by reducing the municipal contribution rate for overtime and fringe benefit costs;
- ◆ Ensure that towns receive advance notice of any changes/increases in fringe benefit costs prior to the adoption of local budgets;
- ◆ Address public safety concerns regarding the consolidation of trooper barracks and dispatch centers and involve municipal officials as active partners in decisions regarding such consolidations; and
- ◆ Assist municipalities in addressing costs associated with police officer training certification requirements.

Assist Towns in Complying with Environmental and Health Policies

Municipalities have embraced efforts to protect the state's environment and natural resources. Many laws and regulations, however, impose difficult compliance burdens on municipalities without undertaking a cost-benefit analysis. In addition, agency regulations and policies may exceed federal requirements, imposing unnecessary compliance costs on towns.

Recommendations:

- ◆ Reject efforts to impose burdensome stormwater mandates on towns, including mandatory leaf pick-ups and more frequent street sweeping, without performing a cost-benefit analysis or requiring scientifically documented evidence that such measures will improve water quality;
- ◆ Support the use of Integrated Pest Management Plans to safely maintain athletic fields and school grounds;
- ◆ Protect the viability of Connecticut's trash to energy plants and control municipal tipping fees and costs;
- ◆ Require General Permits to be adopted consistent with the requirements of the Uniform Administrative Procedures Act to provide greater legislative oversight;
- ◆ Assist all municipalities required to meet statewide phosphorus reduction goals by increasing the grant percentages available under the Clean Water Fund from 30% to 50%;
- ◆ Assist local and regional health departments in meeting the public health needs of their communities by increasing funding for the provision of services;

- ◆ Protect conservation areas from high density development by amending the state's affordable housing laws to incorporate Smart Growth principles;
- ◆ Assist municipalities in addressing public water supply needs by: 1) Restoring the Potable Drinking Water program; and 2) Assisting in funding drinking water infrastructure projects; and
- ◆ Provide resources to communities to assist them in addressing the needs of veterans.

Assist Towns in Improving Energy Efficiency to Reduce Costs

Towns are utilizing the state's energy programs to reduce costs and deliver programs and services more efficiently. This has helped ease the pressure on local budgets.

Recommendations:

- ◆ Support the development and siting of municipally-owned virtual net metering facilities;
- ◆ Assist small towns in using Energy Savings Performance Contracts to reduce energy costs by: 1) Providing technical and legal expertise in negotiating contracts; and 2) Facilitating partnerships with other communities; and
- ◆ Ensure that efforts to reduce local energy costs are not thwarted by steep hikes in electric rates.

Enhance Regional Planning & Voluntary Shared Services Initiatives

Many towns have entered into shared services agreements with neighboring communities to deliver services more cost-effectively. Programs such as the Regional Performance Incentive Program and the Intertown Capital Equipment Sharing program have been successful in encouraging communities to utilize regional approaches to delivering services to reduce costs. However, towns have encountered barriers in implementing shared services agreements, which should be addressed. In addition, efforts to force consolidation have been counter-productive, undermining efforts to promote voluntary shared services solutions.

Recommendations:

- ◆ Expand the Regional Performance Incentive Program grant program, which encourages voluntary regional cooperation;
- ◆ Provide continued state support for building out the Nutmeg Network and funding innovative service sharing pilots to help towns utilize technology to reduce municipal costs;
- ◆ Define the regional services that may be provided by the Councils of Government (COG) to ensure that COGs have sufficient capacity and local support to deliver such services effectively; and
- ◆ Support efforts of towns to share the services of personnel on a regional basis by eliminating statutory or contractual barriers, such as appointment terms.



February 2015

Dear Mayor, First Selectmen, Town/City Manager:

As the Chief Executive Official of one of the 112 governmental entities participating in the Connecticut Municipal Employees Retirement System (CMERS), you are aware that employer costs for the plan have significantly increased since 2002. You are also well aware that this defined benefit plan requires prudent adjustment in order to be financially sustainable. However, participating agencies and municipalities are precluded from implementing any changes to CMERS, as revisions are not subject to the collective bargaining process. Only the State Legislature has the authority to enact adjustments to CMERS.

As the statewide association of towns and cities, **CCM seeks your participation in a collaborative, municipal effort to ensure our state lawmakers enact much-needed revisions.** Specifically, the 2015 General Assembly should enact law that adjusts CMERS by establishing a new tier, for new municipal hires, which would enable participating municipalities to financially sustain a defined benefit retirement plan for their employees.

The facts are evident as the costs borne by CMERS participating municipalities have quadrupled since 2002. The cost to CMERS participating municipalities now exceeds those which the State deemed unsustainable for itself under the State's old Tier I plan thirty years ago.

Some of the aspects of the current **CMERS plan, that should be updated for new municipal hires, and modeled after the State's Tier III plan,** are outlined below:

State Retirement Plan – Tier III (est. 2011)	CMERS (est. 1947)
Retirement Age: 63 or 65	Retirement Age: 55 (50 for Police & Fire)
10 year vesting period	5 year vesting period
Benefits calculated on 5 highest earning years	Benefits calculated on 3 highest earning years
Distinction of "hazardous duty" employees	No distinction of "hazardous duty" employees
1.4% benefit level per year of services (since 1984)	1.5% benefit level per year of service



It is imperative that municipalities and participating agencies are unified in seeking tangible relief from the debilitating cost of participating in CMERS. Individually, we cannot affect change, yet collectively we will be able to influence how the General Assembly addresses municipal concerns.

One of CCM's 2015 legislative priorities is to enact legislation to enable the State to create a new CMERS benefit plan for future municipal employees (current employees would remain under the present plan configuration and benefit levels). The new plan would be structured similar to the State's current Tier III plan, which was established in 2011, with some of the features described previously.

YOUR ACTION NEEDED: We ask that you support a proposal to establish a new benefit tier in CMERS for future employees – by doing the following:

- ✓ Confirming below your support of this initiative;
- ✓ Using the attached white paper to contact your state legislator(s) to (1) urge their support of CCM's proposal to create a new benefit plan for new municipal hires within CMERS, and (2) inform them of the positive fiscal impact this proposal would have on your local budget; and
- ✓ Testifying, either in-person or submitting written comment, at a legislative public hearing on a draft proposal, once a hearing is scheduled.

To discuss the matter further, or to seek additional information, please contact Bob Labanara, State Relations Manager of CCM at rlabanara@ccm-ct.org or at (203) 710-0491.

SUPPORT STATE LEGISLATION TO UPDATE CMERS

Please check below and confirm your support, and **return to:** rlabanara@ccm-ct.org or via fax at (203) 498-5825.



I support CCM advocacy efforts to establish a new CMERS benefit plan for future municipal employees, to be modeled after the State's current Tier III plan, for the purposes of being able to financially sustain a defined benefit retirement plan for employees.

Town Manager / Matthew W. Hart

Title / Name

Manstfield

Town / City



Connecticut's Municipal Employee Retirement System: *Plan Adjustments = Financial Viability*

Background:

- The Connecticut Municipal Retirement System (CMERS) was created in 1947 and is authorized under chapter 113, part II of the Connecticut General Statutes.
- It is the public pension plan provided by the State of Connecticut for participating municipalities' employees, and is **supported solely by the contributions of municipal governments, their employees, and fund earnings.**
- There are **currently 112 governmental entities in CMERS**, with almost 8,500 active employees in the plan, another 6,500 retirees, plus 1,000 more that are retired and eligible to collect but have not yet begun to do so.
- **CMERS receives no state funding** and is administered through the State Comptroller's office.
- Plan benefit levels, contribution rates, and enrollment eligibility in municipal pension plans are typically negotiated by the parties however, this is not the case in CMERS, as **changes to CMERS are not subject to the collective bargaining process.**
- **The State Legislature is the only permissible authority to amend the CMERS system.**
- State lawmakers have made adjustments to the State's defined benefit retirement plan to keep it financially viable (notably 1984, 1997, 2011), but have not made adjustments to the municipal system.
- Towns and cities are technically permitted to withdraw from CMERS, but are restricted from realizing any financial benefit by doing so. This has handcuffed towns that seek efficiencies, and is antithetical to the CMERS's core mission of providing sound and efficient retirement benefits.
- As a result, the costs borne by CMERS participating entities have increased significantly, **as employer (municipal) contribution rates have quadrupled since 2002**, and the cost to CMERS participating entities now exceeds those which the State deemed unsustainable for itself under the State's old Tier I plan thirty years ago.



Adjustments:

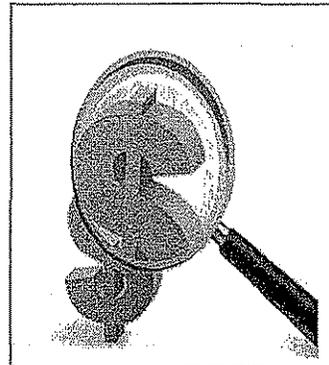
- Defined benefit plans require prudent adjustments in order to remain financially sustainable.
- As stated, only the Legislature has the authority to adjust CMERS.
- The 2015 General Assembly should enact law that adjusts CMERS and enables participating municipalities to financially sustain a defined benefit retirement plan for their employees.
- Some of the aspects of the current CMERS plan, that should be updated for new municipal hires and modeled after the State's Tier III plan, are outlined below:



State Employees Retirement System Tier III (est. 2011)	CMERS (est. 1947)
Retirement Age: 63 or 65	Retirement Age: 55 (50 for Police & Fire)
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Distinction of "hazardous duty" employees	No distinction of "hazardous duty" employees
1.4% benefit level per year of services (since 1984)	1.5% benefit level per year of service

Estimated Savings:

- Total salaries within CMERS for July 2013 to June 2014 equals approximately \$485.85 million.
- For the coming year, rates will vary between 10.91% and 16.73%, leaving total employer contributions to be approximately \$60.9 million.
- Assuming a 4% turnover rate – 4% of new employees' salaries would be \$19.4 million (of \$485.85 million).
- Employer contributions, assuming the same weighted distribution among the four employee categories, would be approximately \$2.44 million.
- **Conclusion: Estimated savings by establishing a new tier within CMERS that maintains a defined benefit plan for new municipal employees, modeled after the State's Tier III, would be approximately \$1.2 million per year.**





**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant Town Manager; Patricia Schneider, Director of Human Services; Curt Vincente, Director of Parks & Recreation; Sara Anderson, Parent Education & Early Childhood Services Coordinator
Date: February 23, 2015
Re: Community Playground Update

Project Update

At Monday's meeting, staff plans to provide the Town Council with update regarding our work on the community playground project.

Working with Brian Kent, our landscape designer, we have been able to relocate the playground to property owned by the Town (see attached Phase 1 rendering). This will avoid the need to negotiate an agreement with UCONN to locate the playground on university property. In addition, we have modified the site design to reduce the expense of the Phase 1 elements. The attached opinion of cost for the site work now totals \$157,857.83, a reduction of approximately \$100,000 from previous plans. It is important to note that the design of the playground itself has not changed and that the Phase 1 site work includes only those items that are necessary to serve the playground, and not any future recreational amenities desired by the Town.

The Mansfield Community Playground Committee has raised approximately \$384,000 so far, including a \$200,000 grant from the Jeffrey P. Ossen Family Foundation, \$100,000 from the State Bond Commission and contributions from over 300 individuals and 54 local businesses. State Senator Mae Flexer and State Representatives Gregg Haddad and Linda Orange were instrumental in obtaining the state bond funding.

The ample budget for building the playground is \$404,000, which includes \$40,000 for the specific costs for the location of the playground structure. The \$40,000 would offset the \$157,857.83 cost for the site work, bringing that amount to \$117,853.83. To lower this cost further, the Town could contribute in-kind materials and labor to the project, particularly for the paving of the bituminous sidewalks and the site planting.

The Mayor and I met recently with Eileen Ossen, head of the Ossen Foundation and the principal donor for the project. At the meeting, Ms. Ossen expressed her concern with the timeline for the project and sought assurances that the project remained viable. When it received the grant from the Ossen Foundation, the playground committee initially committed to completing the project by May 2014. Based on its need to continue to fundraise, the committee has subsequently received extensions from the foundation. Ms. Ossen is willing to grant one additional six-month extension and would like the committee and the Town to bid and to break ground on the project by August 2015.

In the near term, staff plans to bid elements of the playground to determine whether we can achieve additional savings that could be applied to the cost of site work. Simultaneously, the playground committee can continue its fundraising and seek donations from area contractors who may be able to assist with site construction or by providing materials.

In order to move the project forward in an expeditious manner, Mayor Paterson would like the Council to consider the option of making a financial contribution from the Town towards the cost of the site work for the project. Some of the remaining unappropriated state revenue for this fiscal year could be utilized for this purpose.

Attachments

- 1) Proposed Site Plan (Option 2)
- 2) Site Plan Estimated Costs (Option 2)
- 3) Playground Design
- 4) Playground Project Budget
- 5) Tentative Project Time Schedule

Mansfield Playground & Associated Improvements

Kent + Frost
Landscape Architecture

Opinion of Cost - February 16, 2015

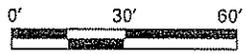
OPTION	ITEM	COST	UNIT	QTY	ITEM COST	NOTE
2	Option 2 / Phase 1					
	Site Preparation					
	Tree Removal	\$6,000.00	LS	1	\$6,000.00	
	Boulder Removal	\$5,000.00	LS	1	\$5,000.00	
					Sub-total	
	Site Work					
	Excavation of Soil	\$10	CY	1,500	\$15,000.00	
					Sub-total	
	Site Improvements					
	Retaining Wall	\$35.00	SFF	811	\$28,385.00	
	Playground Pad Prep	\$40,000.00	EA	1	\$40,000.00	
					Sub-total	
	Hardscape					
	Bituminous Pavement	\$1.70	SF	6,804	\$11,566.80	
	Bituminous Sidewalk	\$1.70	SF	2,321	\$3,945.70	
	Concrete Sidewalk	\$8.00	SF	441	\$3,528.00	
					Sub-total	
	Site Planting					
	Lawn Top Soil & Placement	\$40.00	CY	214	\$8,560.00	3" Deep
	Lawn	\$0.10	SF	23120	\$2,312.00	
					Sub-total	
					Sub-total	
					Sub-total	
	Additional Items & Contingencies					
	2%	Construction Staking			\$2,485.95	
	5%	Mobilization			\$6,214.88	
	10%	Contingency			\$12,429.75	
	10%	Const Docs & Observation			\$12,429.75	
					Grand-total	
					\$157,857.83	

- BITUMINOUS DRIVEWAY
- 5' BITUMINOUS SIDEWALK
- 2 PARKING SPACES
- 2 HANDICAP PARKING SPACES
- 5' CONCRETE SIDEWALK
- PLAYGROUND

- SITE OF POTENTIAL EXPANSION
- 5' BITUMINOUS SIDEWALK
- RETAINING WALL

TOWN OF MANSFIELD
UNIVERSITY OF CONNECTICUT

MANSFIELD
COMMUNITY CENTER



Scale: 1" = 30'

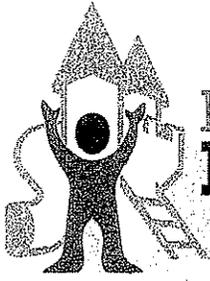


MANSFIELD COMMUNITY CENTER PLAYGROUND

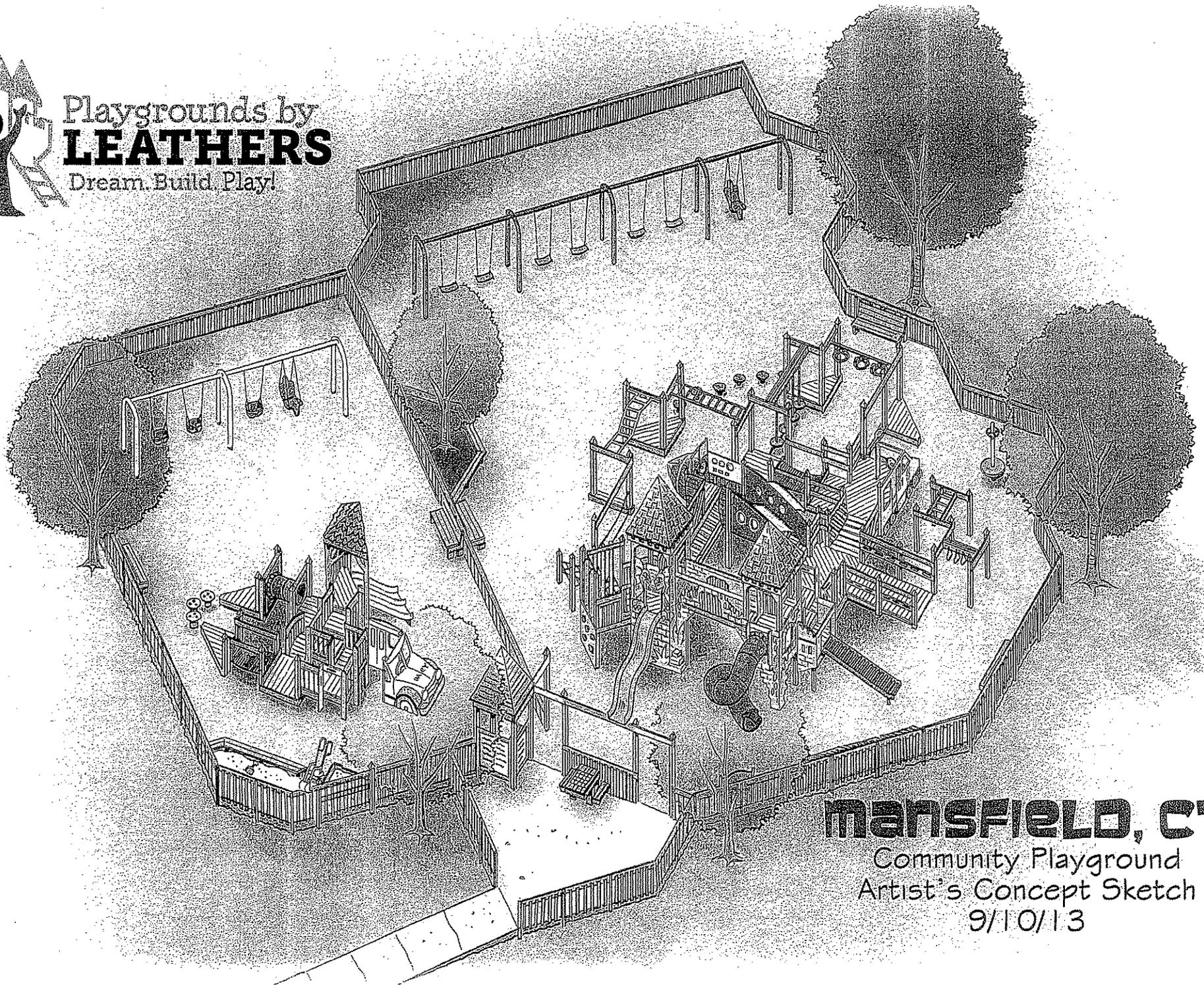
PHASE 1

February 16, 2015





Playgrounds by
LEATHERS
Dream. Build. Play!



-138-

MANSFIELD, CT
Community Playground
Artist's Concept Sketch
9/10/13

Financial Overview

This overview and the following pages of this tool will help you create an accurate budget and an effective, do-able fundraising plan for your community-built project. We truly want to see you reach your financial goals and we want to see you have fun while you're at it! By doing some preparation and organization up front, the journey can go quite smoothly.

Please take note of the color-coded tabs at the bottom of the screen. Each tab represents a different portion of your Budget or Fundraising plan. To access and edit information pertaining to a specific category, simply click on the tab.

Budget Overview

Pre-Design Day Budget Estimate	\$150,000
Step 1: Total Materials Cost	\$248,000
Step 2: Total L&A Professional Fees	\$38,037
Step 3: Total Contingencies	\$10,000
Step 4: Total Miscellaneous	\$108,800
Your Total Working Budget!	\$404,837

Fundraising Plan

Fundraising Category	Projected Funds	Committed Funds	Received Funds
Component Sale	\$69,725.00	\$8,875.00	\$8,525.00
Ticket & Merch Sales	\$21,250.00	\$14,010.00	\$14,010.00
Corporate, Business & Individual Gifts	\$43,250.00	\$37,038.93	\$37,038.93
Grassroots Fundraisers	\$18,712.00	\$16,501.03	\$16,501.03
Grants	\$205,000.00	\$303,000.00	\$203,000.00
Donated Items	\$46,900.00	\$5,176.10	\$4,076.10
Total	\$404,837.00	\$384,601.06	\$283,151.06

Amount left to raise	\$20,235.94	\$121,685.94
Percent left to raise	5%	30%

Note: Make sure your Total for Projected Funds is equal to your Total Working Budget. If these are not equal, simply increase your Projected Funds for the various Fundraising Categories until the two totals match. If these two values are not the same, your Amounts and Percentages left to raise will be inaccurate.

Town of Mansfield - Parks and Recreation Dept.

2/18/2015

PLAYGROUND PROJECT

Tentative Time Schedule (rev. 02/18/15)

Capital Project Acct. # 400-_____-_____-00

STATUS	TARGET DATE	PROJECT TASK
	Mar. 9, 2015	Town Council meeting - update
	Mar. 16, 2015	PZC original site plan modification application submitted
	Mar. 19, 2015	Playground design bid package finalized
	Apr. 16, 2015	Playground design bid deadline
	April 21, 2015	Special Playground Committee meeting to review bids
	April 23, 2015	Playground vendor selected
	April 24, 2015	Site construction documents completed
	April 29, 2015	Site bid documents finalized
	May 28, 2015	Site construction bid deadline
	June 3, 2015	Site contractor hired
	June 15, 2015	Project construction area and tree clearing limits marked
	June 17, 2015	Tree removal begins
	June 22, 2015	Install silt fence and hay bales as shown on plans
	June 23, 2015	site work begins - stump removal
	June 25, 2015	prep trench for retaining wall
		relocate site stones for re-use on site or in other parks
		transport stumps to town landfill
		stockpile usable topsoil on site
		install elevation markers
		install retaining wall
		rough grade on-site gravel
		haul in fill from landfill as needed
		order light poles, conduit, and light pole bases
		install conduit for light poles
		install light poles
	Aug. 7, 2015	playground equipment and materials ordered
	Oct. 9, 2015	playground equipment and materials received on-site
	Oct. 13, 2015	final site preparation (playground specific) complete
	Oct. 15, 2015	playground structure main posts installed
	Oct. 17, 2015	community build commences
	Oct. 31, 2015	playground component completion
	Nov. 2, 2015	surfacing installation
	Nov. 14, 2015	playground grand opening

Schedule subject to revision based upon contractor availability



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MwH*
CC: Maria Capriola, Assistant Town Manager; Curt Vincente, Director of Parks & Recreation; Jay O'Keefe, Assistant Director of Parks & Recreation
Date: February 23, 2015
Re: Donation Agreement for Skate Park

Subject Matter/Background

In September 2009 the Town opened its skate park at the Mansfield Community Center. The project was spearheaded by local residents and businessmen Michael Taylor and Larry Ross, working in collaboration with Town staff. Due to funding limitations at the time, we were only able to install a portion of modular skate park equipment.

Over the years, Mr. Taylor and others have continued their fundraising efforts. We have recently obtained commitments from the Ossen Foundation, the Foster Foundation, Mr. Taylor and the Town that would bring us to \$103,922, the amount necessary to complete and to fully equip the park. (Please see the attached spreadsheet for more detail.)

Because Mr. Taylor does not maintain a gift-giving foundation, we would seek the Council's authorization to execute the attached donation agreement in order to formalize his donation. As specified in the agreement, the amount of Mr. Taylor's pledge totals \$25,000, and he would maintain future naming rights for the skate park, subject to the Town's reasonable approval.

Financial Impact

The Park Improvement Fund would support \$13,922 or 13.4% of the \$103,922 expenditure. Over the last six years, staff has reserved a portion of the annual Park Improvement Fund budget to supplement the fundraising effort for the skate park.

Legal Review

Town Attorney Kevin Deneen prepared the attached donation agreement with the assistance of Town staff.

Recommendation

In order complete this exciting project, staff recommends that the Town Council authorize me as Town Manager to execute the attached donation agreement with Taylor Management Corporation. If the Town Council supports this recommendation, the following resolution is in order:

Resolved, that Matthew W. Hart, Town Manager of Mansfield be and hereby is authorized to execute on behalf of this municipal corporation an Agreement with the Taylor Management Corporation acknowledging a charitable donation in support of the purchase of equipment for the Mansfield Skate Park.

Attachments

- 1) Donation Agreement
- 2) Phase 2 Skate Park budget
- 3) Foster Foundation Contribution Letter
- 4) Ossen Foundation Grant Letter
- 5) Existing Skate Park layout
- 6) Proposed Skate Park layout
- 7) Skate Park ribbon cutting ceremony brochure

AGREEMENT

THIS AGREEMENT is made this 7th day of Feb, 2015 by and between Taylor Management Corporation a Connecticut corporation with its principal offices located in the Town of Mansfield, County of Tolland and State of Connecticut (hereinafter referred to as "the Principal Donor"), and Mr. Michael Taylor, residing in the Town of Mansfield, County of Tolland and State of Connecticut (hereinafter referred to collectively as "the Contingent Donor") and the TOWN OF MANSFIELD, a municipal corporation chartered under the laws of the State of Connecticut (hereinafter referred to as "the Town").

WHEREAS, the Town has constructed a Skate Park on land adjacent to the Town Hall and Community Center in the Town of Mansfield; and

WHEREAS, the Principal Donor and the Contingent Donor as citizens of the Town of Mansfield wish to support and make a charitable donation to the Town of Mansfield in order to provide, in part, the necessary funding for the equipment at the Skate Park ("The Project"); and

WHEREAS, the Town has committed the sum of \$13,922 for Skate Park equipment, with the remaining amount of \$40,000 to be raised by community and private funding raising; and

WHEREAS, as of the date hereof, community and private funding raising has raised \$15,000; and

WHEREAS, the Jeffrey P. Ossen Family Foundation of Willington Connecticut has provided an incentive match for additional private and community fundraising to a maximum of fifty thousand (\$50,000.00) dollars;

NOW THEREFORE, the parties agree as follows:

1. In consideration for the Town's commencing with the Project, including the issuance of a purchase order for equipment and other required items, the Principal Donor and the Contingent Donor hereby unconditionally pledge to make a charitable donation to the Town in the maximum total amount of TWENTY FIVE THOUSAND and 00/100 DOLLARS (\$25,000.00) payable as specified in Paragraph 2 below.

2. The Principal Donor and/or Contingent Donor shall, no later than final billing from the American Ramp Company (ARC) make donation in the maximum amount TWENTY FIVE THOUSAND AND 00/100 (\$25,000.00) dollars. The minimum amount of the required donation shall be determined by taking the cost of the Project (\$103,992), and subtracting from that the Town's previously appropriated funds in the Town Park Improvement Fund (\$13,922) and subtracting the total amount of the private and community fundraising received, including the matching funds from the Ossen Family Foundation.

3. The Contingent Donors hereby guarantee the payments owed by the Principal Donor as set forth above.

4. The Town hereby acknowledges that it is the intent of the Donors that this transaction be qualified as a tax-deductible charitable contribution. The Town hereby represents that the Town is an entity to which donations made for exclusively public purposes may qualify as charitable

contributions deductible as outlined in Title 26, section 170 of the United States Code, and that the Town regards the construction of the Skate Park to be a public purpose.

5. In consideration of said support from the Principal and Contingent Donor for the Skate Park, the Town agrees that the Principal Donor, or in its stead the Contingency Donor, has the future right to name the Skate Park, with the reasonable approval of the Town, and that said name shall be prominently but aesthetically displayed in the vicinity of the Skate Park for all time unless and until the Donors fail to fulfill their obligations under this Agreement.

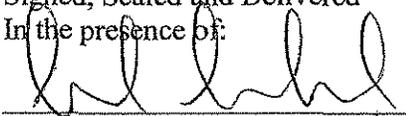
6. The Principal Donor and the Contingent Donor may not assign their obligations under this Agreement or the right to name the Skate Park to a third party.

8. This Agreement may be amended or modified from time to time upon the agreement of the Donors and the Town whenever it becomes necessary or advisable to enable the Town to carry out the purposes of this Agreement more effectively.

THIS AGREEMENT shall be binding upon the parties hereto, and their heirs, executors, administrators, successors and assigns.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals this 2th day of Feb 2015.

Signed, Sealed and Delivered
In the presence of:



Mark Makuch



Jennifer Duchesne

Taylor Management Corporation


By _____
Michael Taylor, President
And Individually as Guarantor

TOWN OF MANSFIELD

By _____
Matthew W. Hart
Town Manager
Duly Authorized

Town of Mansfield
 Skate Park Equipment
 Phase 2 Project Budget Overview

	Estimated Expenditures	Estimated Revenues	Remaining Needed	Funding Source	Note
Skate Park Equipment - Phase 2	103,922	50,000	53,922	Ossen Foundation Matching Grant	grant letter received
		5,000	48,922	Donation M. Taylor	received
		10,000	38,922	Foster Foundation Contributon	received
		25,000	13,922	Local Business Contributions (M. Taylor)	agreement received
		13,922	-	Park Improvement Fund	available
			-		
Total	\$ <u>103,922</u>	\$ <u>103,922</u>	\$ <u>-</u>		\$

LESTER E. FOSTER & PHYLLIS M. FOSTER FOUNDATION
GIVING BACK TO THE COMMUNITY

DAVID FOSTER, DIRECTOR
716 PUDDING HILL RD. HAMPTON, CT 06247

January 7, 2015

Curt A. Vincente, CPRP
Director of Parks & Recreation
Town of Mansfield
10 South Eagleville Rd.
Mansfield-Storrs, CT 06268

Dear Curt:

It is a pleasure to support the Skate Park with the enclosed donation of \$10,000.00 to the Town of Mansfield.

Sincerely yours,



David Foster

Enclosure: ck. #1032

JEFFREY P. OSSEN FAMILY FOUNDATION
P.O. BOX 291
NORTH WINDHAM, CT 06256-0291
860.942.2507

November 24, 2014

Attn: Mr. Curt Vincente
Town of Mansfield, Parks & Recreation Dept.
10 South Eagleville Road
Mansfield, CT 06268

Dear Mr. Vincente,

The Jeffrey P. Ossen Family Foundation is pleased to help support the work of the Town of Mansfield, Skate Park. The Foundation will match \$50,000.00 raised for the completion of the Skate Park. When the funds have been raised, please notify me. At that time I will forward the necessary paperwork to receive a grant.

We extend our best wishes to you for to succeed with the fund raising and look forward to hearing about your accomplishments during the year.

Thank you.

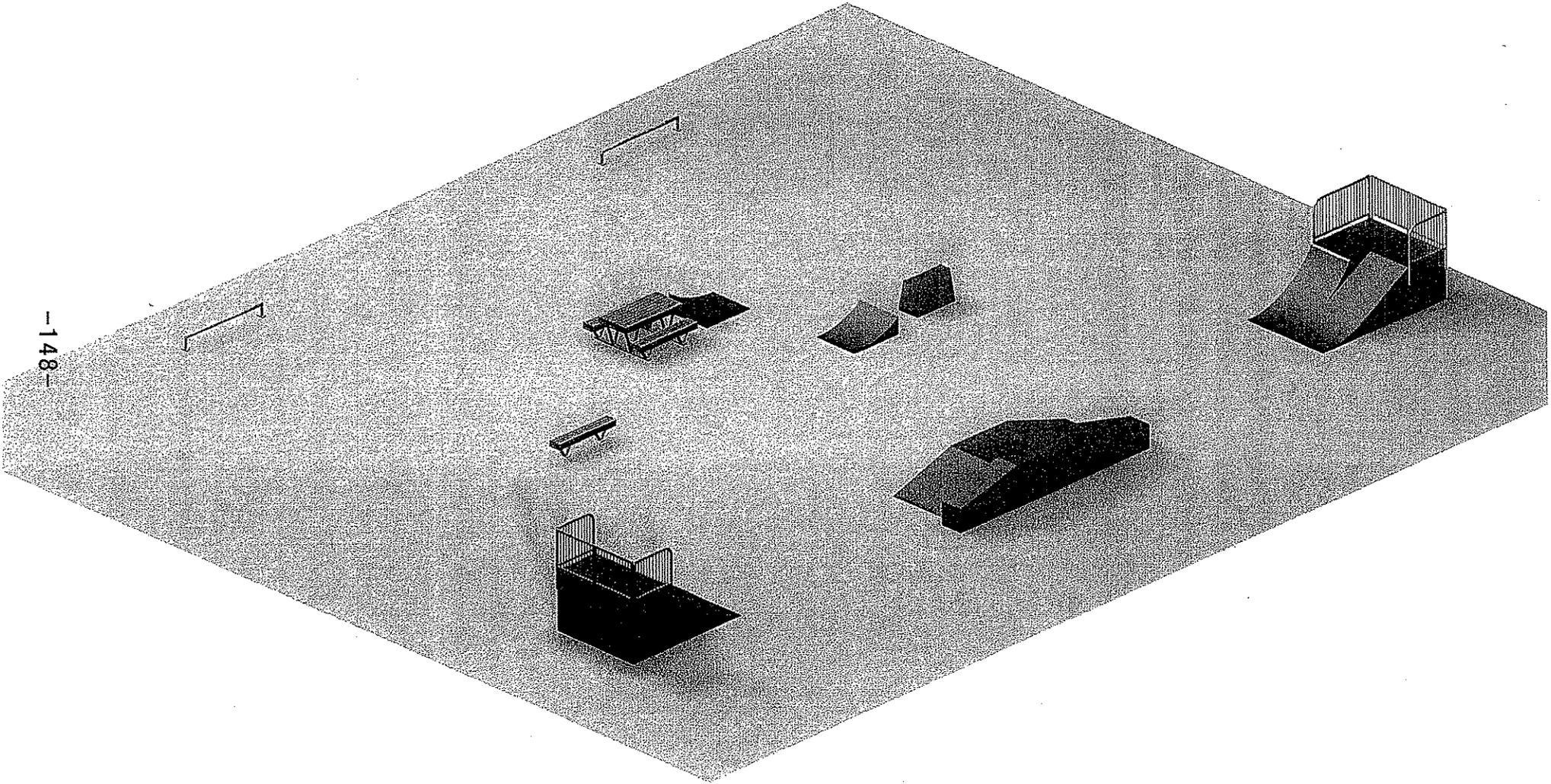
Sincerely,



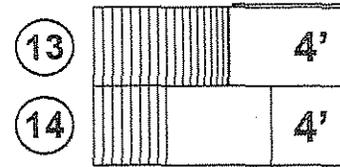
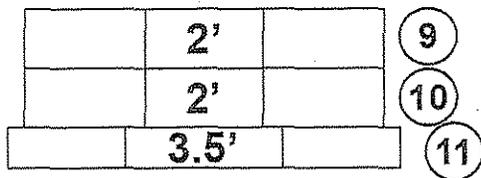
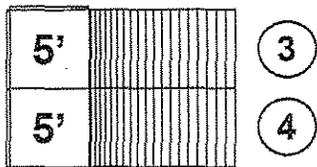
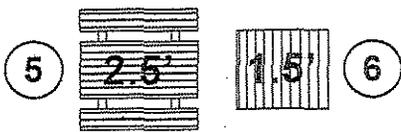
Eileen M. Ossen
Executive Director

Encl.

SKATE PARK - PHASE 1 EQUIPMENT - EXISTING



-148-



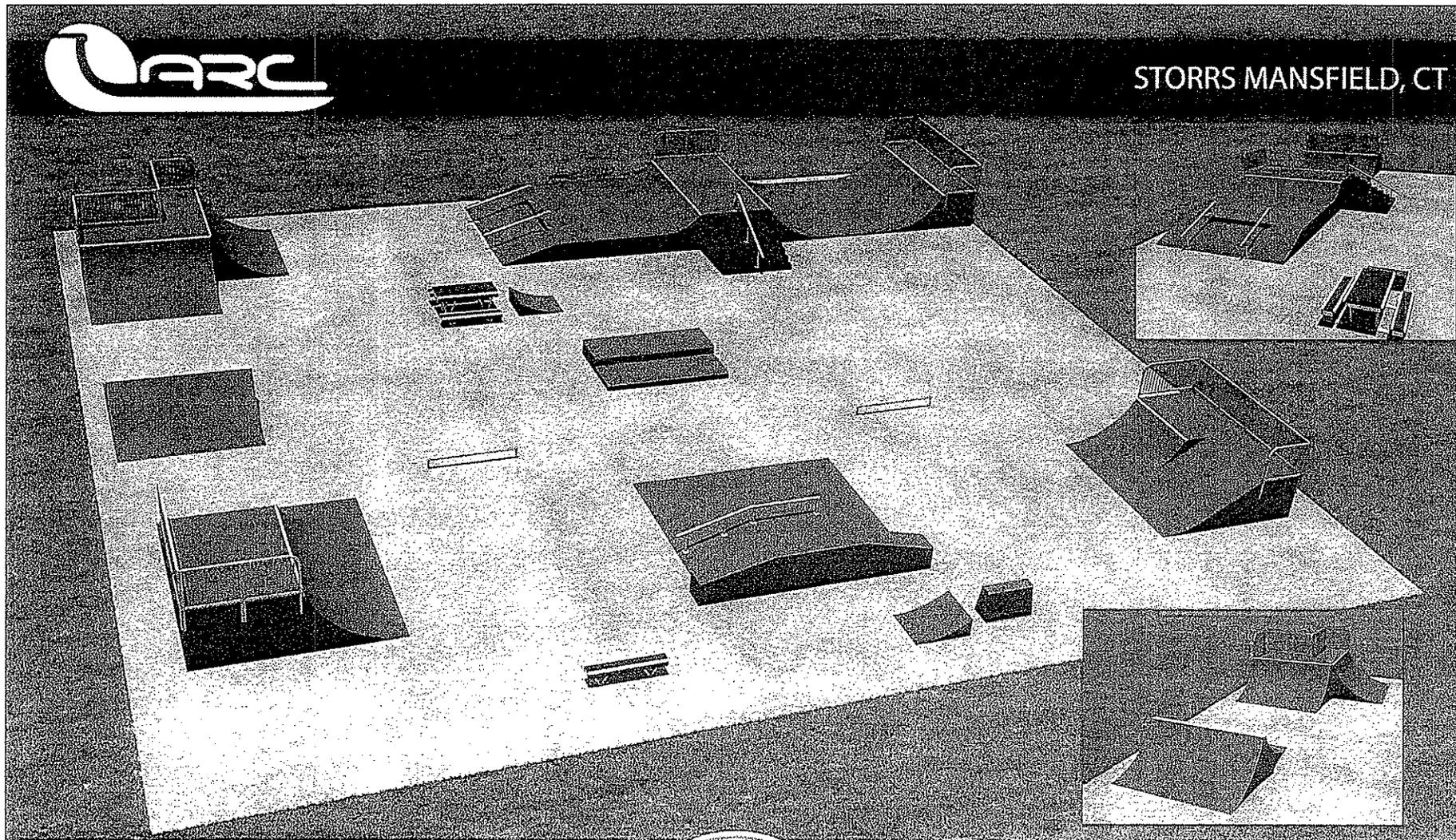
95'

SKATE PARK - PHASE 1 EQUIPMENT - EXISTING LAYOUT

SKATE PARK - PHASE 2 (1K/1000) / 1000' x 1000'



STORRS MANSFIELD, CT



-150-

20 YEAR WARRANTY

FASTENER FREE RIDING SURFACE

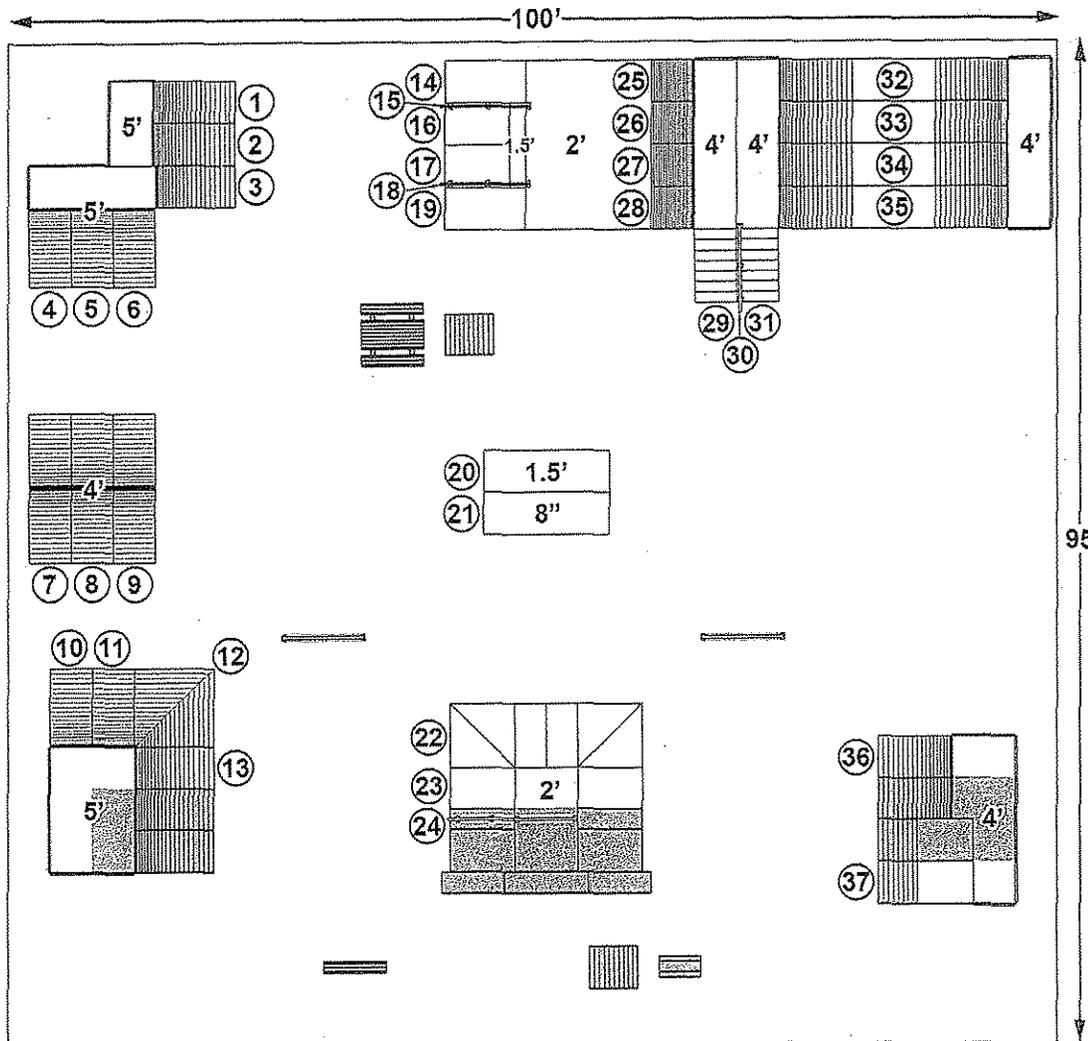


MAXGRIP™ POLYESTER POWDERCOAT 3/16" STEEL RIDING SURFACE

WWW.AMERICANRAMPCOMPANY.COM

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SKATE PARK - PHASE 2 (PROPOSED) FULLY EQUIPPED LAYOUT



Existing equipment highlighted in red.

[CLICK HERE TO VIEW DESIGN VIDEOS](#)

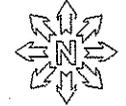
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601 McKinley
 Joplin, MO 64801
 Tel: (417) 206-6816
 Toll Free: (800) 949-2024
 Fax: (417) 206-6888
 sales@americanrampcompany.com

DRAWN BY: Chuck Dodge
 DATE: 11/26/14

REP. AGENCY: American Ramp Company
 REP. NAME: John Hunter
 REP. PHONE: (417) 622-8156



CUSTOMER APPROVAL	DATE
PARK ENCLOSED?	Yes
PRO SERIES	✓
X SERIES	-
STEALTH SERIES	-
STEALTH CLASSIC SERIES	-

PROJECT NAME: Storrns Mansfield Skate Park

DESIGN NO.: 5809

MANSFIELD TOWN COUNCIL

THEN

Elizabeth Paterson, Mayor
Gregory Haddad,
Deputy Mayor
Bruce Clouette
Helen Koehn
Alan Hawkins
Christopher R. Paulhus
Carolyn Redding
Carl Schaefer
Alison Whitham Blair

NOW

Elizabeth Paterson, Mayor
Gregory Haddad,
Deputy Mayor
Bruce Clouette
Leigh A. Duffy
Helen Koehn
Meredith Lindsey
Gene H. Nesbitt
Christopher R. Paulhus
Carl Schaefer

RECREATION ADVISORY COMMITTEE

THEN

-152-
Sheldon Dyer, Chairman
Darren Cook
Donald Field
David Hoyle
Frank Musiek
Howard Raphaelson
Anne Rash

NOW

Sheldon Dyer, Chairman
Darren Cook
Donald Field
Frank Musiek
Howard Raphaelson
Anne Rash

TOWN STAFF

Matthew W. Hart, Town Manager
Curt A. Vincente, Director of Parks & Recreation
Jay M. O'Keefe, Assistant Director of Parks & Recreation
Bill Callahan, Recreation Coordinator
Lon Hultgren, Director of Public Works
Mark Kiefer, Superintendent of Public Works
Tim Veillette, Project Engineer
Cherie Trahan, Director of Finance

TOWN OF MANSFIELD



SKATE PARK

RIBBON CUTTING CEREMONIES

September 19, 2009 1:00pm



FUTURE PLAQUE TO READS AS FOLLOWS:

This facility was made possible by the efforts of the following:

Organizations

Town of Mansfield

Department of Parks & Recreation

Department of Public Works

Significant Business/Contractor Donations

The Merchants at Storrs Commons

\$10,000 donation for equipment

Desiato Sand and Gravel

\$7,305 site work equipment and labor

Luther Fence

\$6,000 fence installation labor

Builder's Concrete East – concrete cost reduced

Hop River Concrete – some labor donated

Maynard Concrete Pumping – pump truck use

CP Timber Harvesting – trees cleared

Randy Steinan – stone wall installation

Barker Steel – materials donated

SUMMARIZED HISTORY OF PROJECT

Dec. 2000 Original project request in Parks & Recreation Department Capital Project submittal

Jan. 2006 Town Council funding approval

Aug. 2009 Park open for use

Sept. 2009 Ribbon Cutting

BRIEF COMMENTS FROM:

Curt A. Vincente, Director of Parks & Recreation

CEREMONIAL RIBBON CUTTING:

Mike Taylor, resident and instrumental supporter of this project

This new park is a result of a unique collaboration of Town resources, local businesses and dedicated volunteer contractors.

It is a valuable addition to Mansfield's Park system and will serve park visitors and our community for many years to come.

INDIVIDUAL DONATIONS RECEIVED FROM:

- | | |
|-----------------------------|---------------------------|
| Arthur Abramson | Louise Bailey |
| Gary & Gloria Bent | Randee & Martin Berliner |
| Honey & Harry Birkenruth | Jim & Jane Bobbitt |
| Rita Braswell | Curt & Ina Ruth Burk |
| Jim Campetelle | The Casa Family |
| Fred Cazel | Bruce & Donna Clouette |
| Harry Frank & Susan Lund | Marilyn Giolas |
| Sharry & Bruce Goldman | Marla & Mark Hauslaib |
| Greg Haddad & Donna Becotte | Janet & George Jones |
| Norman & Meryl Kogan | Robert & Stacy Malecki |
| Denise Merrill | Patricia Michalak |
| Balaji & Mohini Mundkur | Elizabeth Paterson |
| Nancy & Ken Rawn | Arthur Roberts |
| Ben & Jacqueline Sachs | Stella Ros & Eric Schultz |
| Marty & Darby Schwartz | Joan & Stuart Sidney |
| Cynara Stites | Wunderley Stauder |
| Lee & Tom Terry | Mary Thatcher |
| Charles & Patty Visonhaler | Harriet & Crayton Walker |
| Mary & Tim Weinland | |

PAGE
BREAK



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant Town Manager; Jennifer Kaufman, Natural Resources and Sustainability Coordinator; Linda Painter, Director of Planning and Development; and Curt Vincente, Director of Parks and Recreation
Date: February 23, 2015
Re: CT DEEP Open Space and Watershed Land Acquisition Grant for Meadowbrook LLC Property

Subject Matter/Background

Staff has been working to acquire a 61-acre parcel on Puddin Lane known as the Meadowbrook Lane LLC property (Parcel ID 33.97.3-39). The property owners are interested in preserving this parcel. In order to help fund this acquisition, staff has prepared the attached application to the CT Department of Energy and Environmental Protection's (DEEP) Open Space and Watershed Land Acquisition (OSWA) program. This grant program provides financial assistance to municipalities and to nonprofit land conservation organizations to acquire land for open space. Mansfield has been very successful over the years in obtaining these grants, which typically cover 40 to 65% of the appraised value of the land. Based on the criteria for property selection in the OSWA program, staff feels that the Town is in a strong position to receive a grant for this property.

The Meadowbrook Lane LLC property connects with Sawmill Brook Preserve and eventually leads to Joshua's Trust's Wolf Rock Preserve. All combined, the property abuts 223 acres of Town-owned and Joshua's Trust land, much of which is permanently preserved (see attached map). The Nipmuck Trail, one of the blue dot trails maintained by the CT Forest and Parks Association, has its southern trailhead at the entrance to the property, with an informal parking area for five to six cars. This trail is an official CT Greenway and passes through the subject property before continuing through a protected corridor to Wolf Rock Preserve and Crane Hill Road. The section of the trail that runs through the property is the last unprotected portion between Puddin Lane and Crane Hill Road.

The parcel was reviewed by the Open Space Preservation Committee (OSPC) on January 5, 2015. The OSPC recommends that the Town Council consider

preservation of the Meadow Brook Lane LLC property to protect the following significant recreation, conservation and wildlife resources:

- Sawmill Brook watershed and tributary brook
- Part of a large interior forest tract
- Habitat for wildlife requiring interior forests
- Corridor for the Nipmuck Trail Greenway

At their February 2015 meetings, the Conservation Commission and Parks Advisory Committee also reviewed this property. Both enthusiastically support the submission of the grant application. The full OSPC report is attached.

Per the requirements of the grant, the Town obtained two appraisals for the property. One appraiser valued the property at \$360,000 and the other at \$375,000. Excerpts of the appraisals are attached and the full appraisal reports can be reviewed at www.mansfieldct.org/meadowbrooklane. Mansfield's Assessor estimates the full value of this property as of October 1, 2014 to be \$305,000. However, the property is currently taxed as forestland under the Public Act 490 program and in 2014 the property was assessed at \$8,400. Property taxes collected in 2014 totaled \$234.78

Staff is currently negotiating the purchase price with the property owner. In addition, staff has contacted both Joshua's Trust and CT Forest and Parks Association to request that they consider making a financial contribution to the purchase of this property, if the Town Council agrees to move forward with this project. Representatives from both organizations are seeking board approval. In the past, both organizations have supported projects such as this with financial contributions.

Financial Impact

The cost of the Town's portion of the property acquisition would be covered by the Town's existing Open Space Acquisition Fund. As of February 17, 2015, the fund has a value of \$1,100,715. If the Town acquires the property, it would be responsible for preparing an A-2 survey. Costs for this survey are estimated at \$15,000 and would also be funded from the Town's Open Space Acquisition Fund. In addition, the Town would need to make some parking area improvements and purchase a park sign; these costs are estimated at \$7,500. Typical stewardship costs for a nature-base park are approximately \$1,500 per year. Some of these annual management costs would be shared with the CT Forest and Parks Association, the organization that is responsible for maintaining the Nipmuck Trail.

Recommendation

For the reasons listed above, staff recommends that the Town Council authorize the Town Manager to submit an Open Space and Watershed Acquisition grant application to the CT Department of Energy and Environmental Protection in order to provide funding for the acquisition of the Meadowbrook LLC (Parcel ID

33.97.3-39) property. Acquisition would be contingent upon negotiating an acceptable purchase price and approval of the Town Council after a public hearing.

If the Town Council supports this recommendation, the following resolutions are in order:

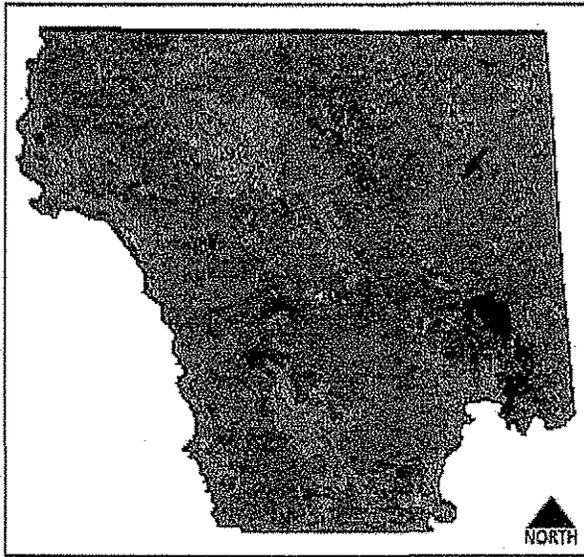
RESOLVED, that the Town Manager of The Town of Mansfield is hereby is authorized to submit an application for funding under the State of Connecticut's Open Space and Watershed Land Acquisition Program to acquire permanent interest in land known as the Meadowbrook LLC property, pursuant to Section 7-131d to the Connecticut General Statutes.

RESOLVED, that should the Town be awarded the Open Space and Watershed Acquisition Grant to acquire the Meadowbrook Lane, LLC property and the Town Council of the Town of Mansfield approves the acquisition after a public hearing, the Town Manager of the Town of Mansfield is hereby authorized to expend funds from the Open Space Fund.

Attachments

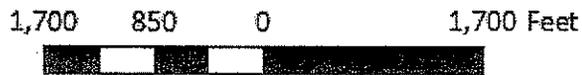
- 1) Property Maps
- 2) Open Space Preservation Committee Report
- 3) Open Space and Watershed Land Acquisition Program Summary
- 4) CRCOG re Mansfield Application to Open Space and Watershed Land Acquisition Program
- 5) Appraisal Excerpts

Meadowbrook Lane LLC Property
Relationship to Town and Joshua's Trust Land
Parcel 33.97.3-39
Puddin Lane
Mansfield, CT
February 19, 2015

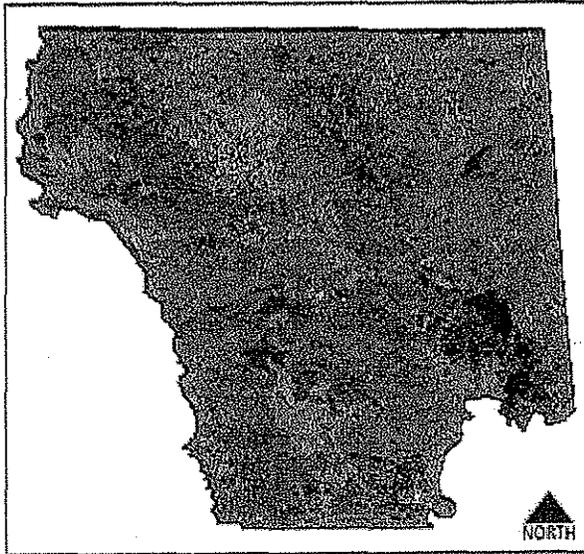


-  Subject Property
-  Town of Mansfield
-  Joshua's Trust
-  Nipmuck Trail

Source: Town of Mansfield

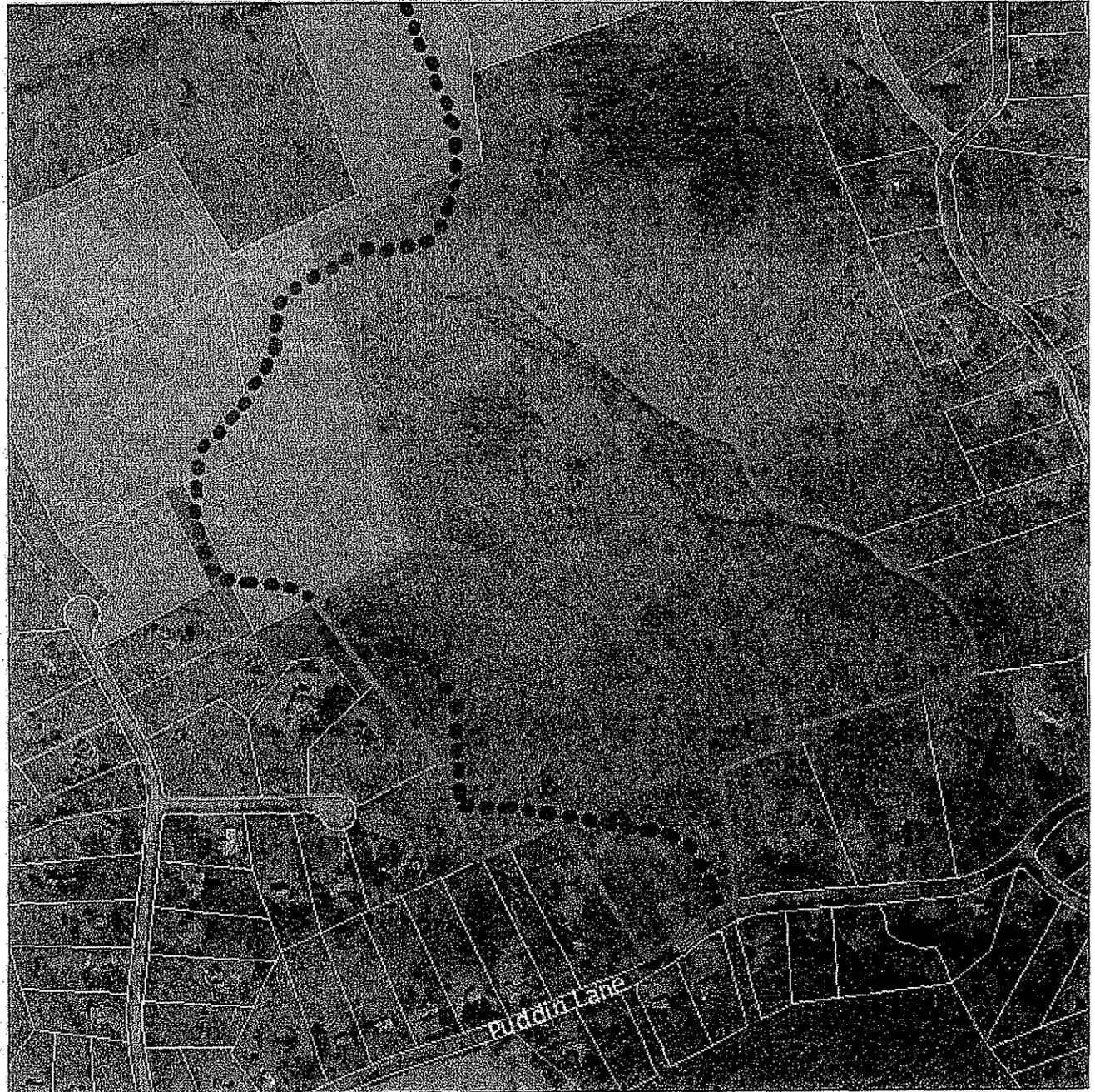


Ortho Photo Map
Meadowbrook Lane LLC Property
Parcel 33.97.3-39
Puddin Lane
Mansfield, CT
February 19, 2015



-  Subject Property
-  Town of Mansfield
-  Joshua's Trust
-  Nipmuck Trail

Source: Town of Mansfield



Memo

To: Town Council
From: Open Space Preservation Committee
Date: January 7, 2015
Re: Meadow Brook Lane LLC Property, Puddin Lane (Parcel ID 33.97.3-39)

At its meeting of January 5, 2015 the Open Space Preservation Committee reviewed the Meadowbrook Lane LLC Property.

Description

The proposed area for preservation is a 61-acre property with approximately 395 feet of frontage on Puddin Lane (Parcel ID 33.97.3-39). The property slopes down to Sawmill Brook, which forms the eastern boundary. A seasonal brook bisects the property. West of the brook lie irregular ridges. East of this brook, a relatively flat area extends to Sawmill Brook. The property appears to have been logged about 30 years ago, and is currently forested in second growth oak, hickory, and beech trees. There are no major invasive plant infestations. Abutting on the north side is Town-owned land (Sawmill Brook Preserve) and Joshua's Trust Land (Wolf Rock Preserve).

Town Plan Criteria

The property meets the following criteria in the 2006 Town Plan of Conservation and Development. These criteria are consistent with the Open Space Acquisition Criteria in the Public Hearing Draft of the Mansfield Tomorrow Plan of Conservation and Development.

Significant Conservation and Wildlife Resources

A section of Sawmill Brook, which forms the property's east boundary, has a series of islands, cascades, and pools, which offer a scenic setting and possible habitat for native brook trout.

Wildlife Habitat

The property is part of a large forest tract and provides habitat for interior forest wildlife

Forestry Land

The property is in an area designated as a priority interior forest tract. A large part of this forest tract has already been preserved (see map). This is a potential for future timber harvests in 20 to 30 years.

Surface Water Resource

This property abuts a significant portion of the Sawmill Brook watershed, between Puddin Lane and Crane Hill Road, and a tributary brook crosses the property. Portions of Sawmill Brook are already protected.

Connections

The Nipmuck Trail, one of the blue dot trails maintained by the CT Forest and Parks Association, has its southern trail head at the entrance to the property, with an informal parking area for 5-6 cars. This trail is an official CT Greenway. The trail passes through the subject property before continuing through a protected corridor to Wolf Rock Preserve and Crane Hill Road. The section of the trail that runs through the property is the last unprotected portion between Puddin Lane and Crane Hill Road. The Trail currently follows the west boundary of this property near homes on Jacobs Hill Road. Preserving this property would make it possible to move the trail away from these houses. Note that there is a white dot trail connecting the Nipmuck Trail to the end of Jacobs Hill Road.

Recommendation

The Open Space Preservation Committee recommends that the Town Council consider preservation of the Meadow Brook Lane LLC property to protect the following significant recreation, conservation and wildlife resources:

- Sawmill Brook watershed and tributary brook
- Part of a large interior forest tract
- Habitat for wildlife requiring interior forests
- Corridor for the Nipmuck Trail Greenway

Potential Improvements

The CT Forest and Parks Association maintains the Nipmuck Trail but the Town should consider minimal widening of the parking area to provide for safer (not more) parking access.

Potential Cost Sharing

The property would meet the requirement for a CT DEEP Open Space and Watershed Land Acquisition Grant matching grant (up to 65% cost share).

Partners

Staff has contacted both Joshua's Trust and CT Forest and Parks Association to request that they consider making a financial contribution to the purchase of this property.

**Open Space and Watershed Land Acquisition Grant Program
(C.G.S. Section 7-131d to 7-131k, inclusive)**

The Open Space and Watershed Land Acquisition (OSWA) Grant Program provides financial assistance to municipalities and nonprofit land conservation organizations to acquire land for open space and to water companies to acquire land to be classified as Class I or Class II water supply property.

The Department is currently accepting applications under this program. The deadline for submitting an application is March 1, 2015.

An application form and required supporting documentation including maps, title searches and appraisals must be submitted to the Department. Applications must be endorsed by local Planning, Zoning, Conservation and/or Open Space Commissions and must include an advisory report and the recommendations of the appropriate regional planning agency. Applicants are encouraged to apply for parcels that can realistically be acquired within a six to twelve-month time frame. Projects with the required matching share available, appraisal(s) completed, title work completed with a current survey are encouraged. Preference will be given to those lands currently available for acquisition within a twelve-month period.

Grant Selection

The Department of Energy and Environmental Protection will utilize a project selection process to objectively evaluate proposals. Land identified for acquisition will be evaluated by a review team consisting of staff from the various resource management divisions of the Department of Energy and Environmental Protection, Department of Health and the Department of Agriculture. The decision to pursue acquisition of a parcel will be based on the scores and comments provided by the review team in addition to considerations such as: the criteria for the program; cost; fulfillment of a resource need; geographic distribution; proximity to urban areas or areas with a deficiency of public open space; availability of a donation or bargain sale; stewardship needs and management constraints; compatibility with the State Plan of Conservation and Development and other State environmental plans, policies, goals and objectives; and proximity to other protected open space.

Please review the current version of the grant questionnaire and application carefully and respond fully. For a project proposal(s) to be considered for funding, answer all questions and provide appropriate identified supporting material within the allotted time. The Open Space and Watershed Land Acquisition Grant program is a competitive program. Any missing information will result in less than optimum scoring. Any information found misleading within the application is grounds for withdrawal of the application and forfeiture of any possible/awarded grant.

Grant Program Overview

Grants are made for the purchase of land that is: 1) valuable for recreation, forestry, fishing, conservation of wildlife or natural resources; 2) a prime natural feature of the state's landscape; 3) habitat for native plant or animal species listed as threatened, endangered or of special concern; 4) a relatively undisturbed outstanding example of an uncommon native ecological community; 5) important for enhancing and conserving water quality; 6) valuable for preserving local agricultural heritage; or 7) eligible to be classified as Class I or Class II watershed land.

Careful attention should be given to the criteria previously listed and to: 1) protection of land adjacent to and complementary to existing open space, preserved agricultural land or Class I or Class II water company land; 2) proximity to urban areas; 3) land vulnerable to development; 4) consistency with the State's Plan of Conservation and Development; and 5) lands with multiple values such as water supply protection and recreation, or forest preservation and fishing access. Linkages between open spaces are an important consideration as are multi-town projects such as greenways. Cooperative efforts

should be fostered between towns, land conservation organizations and local community groups. Preference will be given to open space acquisitions that comply with local and regional open space or conservation and development plans.

Land acquired will be preserved in perpetuity: 1) predominately in its natural scenic and open condition; 2) for the protection or provision of potable water; 3) or for agriculture. A permanent conservation easement will be provided to the State to ensure that the property remains in a natural and open condition for the conservation, open space, agriculture, green space or water supply purpose for which it was acquired. The easement will include a requirement that the property be made available to the general public for appropriate recreational purposes. Where development rights will be purchased and where general public access would be disruptive of agricultural activity, an exception to the provision for public recreational access may be made, at the discretion of the Commissioner. Where development rights are to be purchased, the State of Connecticut will become an equal holder of those rights as a substitute for the easement.

No grant may be made for: 1) land to be used for commercial purposes or for recreational purposes requiring intensive development except for forest management or agricultural use; 2) land with environmental contamination; 3) land which has already been committed for public use; 4) development costs; 5) land to be acquired by eminent domain; 6) reimbursement of in-kind services or incidental expenses; 7) or for property acquired by the grant applicant prior to the grant application deadline.

The Commissioner of Energy and Environmental Protection may approve grants...

.....to afor.....	...in an amount not to exceed.... *
Municipality	Open space	65% of fair market value
Municipality	Class I & Class II Water supply property	65% of fair market value
Distressed municipality or targeted investment community **	Open space	75% of fair market value
Distressed municipality or targeted investment community **	Resource enhancement or protection	50% of cost of such work
Nonprofit land conservation organization	Open space or watershed protection	65% of fair market value
Nonprofit land conservation organization (if land is located within a distressed or targeted community)	Open space or watershed protection	75% of fair market value
Water company	Class I & Class II water supply	65% of fair market value

* Please note that the percentages shown represent the maximum grant award and that grant awards may be provided at a lower percentage.

February 11, 2015

Matthew W. Hart
Town Manager
Town of Mansfield
4 South Eagleville Road
Storrs, CT 06268

Dear Mr. Hart,

The staff of the Capitol Region Council of Governments has been asked to comment on an application by the Town of Mansfield for an Open Space and Watershed Land Acquisition Grant to help fund the purchase of a 61 acre parcel owned by the Meadow Brook Lane LLC in Mansfield, CT. The Town is seeking to acquire the land to preserve it and protect its significant recreation, conservation and wildlife resources. The parcel abuts 223 acres of Town-owned and Joshua's Trust land, much of which is permanently preserved. A portion of the Nipmuck Trail, one of the Blue-Blazed trails maintained by the Connecticut Forest and Parks Association, runs through the property.

This comment is intended to determine whether the application is in accordance with regional plans and policies. The Town of Mansfield recently joined the Capitol Region Council of Governments (CRCOG), having been previously a member of the now dissolved Windham Region Council of Governments (WINCOG). The proposed acquisition is in harmony with the following regional goals identified in the *Windham Region Land Use Plan 2010*:

- The heritage of the Region should be preserved.
- Wildlife habitats should be preserved because they are critical to the health of our natural environment and are the foundation of ecological communities.

The proposed acquisition is also in harmony with the following regional recommended action of the *Windham Region Land Use Plan*:

- Extend and connect existing preserved open spaces to create interconnected blocks of protected land and create linkages between existing greenways such as the Charter Oak Greenway and the CT Blue Blaze Trails, rail trails, and town trail systems.

Although Mansfield was not a member of CRCOG when the Capitol Region's regional plan was being updated, a number of CRCOG's regional policies are applicable to the Town's proposed acquisition of the Meadow Brook Lane property. The table below lists policy statements from the *2014-2024 Capitol Region Plan of Conservation and Development: Vibrant, Green, Connected, Competitive* and their applicability to this proposed acquisition.

Policy Section	Text of Goal or Policy Statement	Applicability for the Meadow Brook LLC Puddin Lane Acquisition
Natural Resource Conservation	B. Grow and Develop in Harmony with Natural Resources	The efforts of Town to acquire this property not only support regional conservation goals but also support the Town's open space goals. The Town of Mansfield has stated a desire to continue efforts to protect important natural and agricultural resources through property acquisition, development rights, easements and clustering development in its draft Plan of Conservation and Development.
Natural Resource Conservation	C. Promote Active Stewardship of Natural Resources: (1) Encourage municipal and private groups to acquire or protect valuable natural resource areas as open space.	The property contains a portion of the Nipmuck trail, large forested tracts, and a section of Sawmill Brook. The Town wants to preserve this valuable wildlife habitat and asset to the community.
Open Space and Farmland Preservation	A. Support Protection of More Open Space in the Capitol Region: (1) Encourage the retention of existing open space through public and non-profit acquisition and encourage expansion of resources at the state level for supporting towns in this effort and, (4) Promote the acquisition of open space land through the DEEP Open Space Grant awards, and other funding sources and technical assistance.	Preservation of the property is important as it will enhance and extend open space holdings in the area: this land is significant because abuts other preserved lands and can help preserve and enhance Nipmuck Trail which extends through central Connecticut to the Massachusetts border. Use of state resources to assist the Town with the acquisition of these 61 acres is crucial to its ability to retain and protect this valuable forested open space. These regional policies are also supported locally. Among the proposed actions identified in the Town's draft Plan of Conservation and Development are the following: 3. Seek other funding sources and cooperative projects for land preservation projects and 4. Identify opportunities for connections between Town parks and other preserved properties such as those owned by Joshua's Trust.
Open Space and Farmland Preservation	A. Support Protection of More Open Space in the Capitol Region: (3) Support municipal and other groups' efforts to identify and preserve important open	Acquisition of this undeveloped site by the Town will preserve it from the impacts of encroaching development. There is currently development pressure on the site and it is located in a desirable residential area with good access to UConn and other amenities.

	space areas before they are threatened by development.	
Open Space and Farmland Preservation	E. Expand and Protect Open Space Along Major Rivers: (1) Encourage linkage and development of greenways to connect existing and proposed open space areas to riverfronts.	This property is bounded on the east by the Sawmill Brook which offers possible habitat for native brook trout and scenic opportunities.

As is evident from the above information, the proposed acquisition of this property is in harmony with regional plans and policies. The Capitol Region Council of Governments fully supports the Town's efforts to secure this key parcel as part of their ongoing conservation goals.

Please do not hesitate to contact us at 860-522-2217, if you have questions regarding this letter.

Sincerely,



Mary Ellen Kowalewski, AICP
 Director of Policy and Planning

cc: Elizabeth C. Paterson, Mayor, Town of Mansfield
 cc: Jennifer S. Kaufman, Natural Resources and Sustainability Coordinator, Town of Mansfield

APPRAISAL REPORT

**Meadowbrook Lane, LLC
Northside of Puddin Lane
Mansfield, Connecticut**

BY: STEWART APPRAISAL SERVICES

58 Hartford Turnpike
Tolland, CT 06084

TO: Jennifer S. Kaufman
Natural Resources and Sustainability Coordinator
Inland Wetlands Agent
Town of Mansfield
10 South Eagleville Road
Storrs-Mansfield, CT 06268

FILE NUMBER: 15011

DATE OF VALUATION: January 29, 2015

PROPERTY TYPE: Approximately 61 acres of residential zoned land that is entirely woodlands on the north side of Puddin Lane in Mansfield, Connecticut. There are no improvements on the land although it is to be noted part of the Nipmuck Trail crosses the site.

Stewart Appraisal Services

REAL ESTATE APPRAISERS & CONSULTANTS
58 HARTFORD TURNPIKE
TOLLAND, CONNECTICUT 06084
(860) 871-8015
1-888-221-1292
FAX (860) 870-7752

ROBERT G. STEWART, SRA

February 5, 2015

Jennifer S. Kaufman
Natural Resources and Sustainability Coordinator
Inland Wetlands Agent
Town of Mansfield
10 South Eagleville Road
Storrs-Mansfield, CT 06268

Re: Meadowbrook Lane, LLC
North side of Puddin Lane
Mansfield, Connecticut

Dear Ms. Kaufman,

As requested I have appraised the above noted property for the purpose of estimating its Market Value in fee simple estate. The function of the appraisal is first to assist the Town of Mansfield and the owners in negotiating a purchase price. The Town of Mansfield is discussing purchase of the property with G. Jack Guarnaccia, Jr. who is the managing member of the owning LLC. The second function is then to obtain financing for the purchase from the State of Connecticut. You, as representative of the Town of Mansfield, are the initial intended users of this appraisal report. Additional intended users are other people with the Town involved in the purchase as well as G. Jack Guarnaccia, Jr., as the owner. Recognizing the second function of the appraisal, the State of Connecticut Department of Energy and Environmental Protection (DEEP) is an intended users in regard to funding this purchase.

The subject consists of approximately 61 acres of unimproved residential zoned land on the north side of Puddin Lane. The entire parcel has not been surveyed and it could be as small as 56.3 acres based on the deeds and the Mansfield MainStreetGIS maps. A survey to be completed later will determine the subject's exact size and I am appraising it as 61 acres based on the Mansfield Assessor's records. The subject is being appraised as is with no hypothetical conditions or extraordinary assumptions.

The subject parcel extends northerly from the road roughly 2,400 feet to land owned by the Town of Mansfield that is part of the over 225 acre Town owned Sawmill Brook Preserve which is wooded open space with miles of walking trails that extend northerly all the way to Crane Hill Road. The Nipmuck Trail crosses the subject starting at Puddin Lane and goes northwest to, and then along the subject's western boundary. The trail goes off the subject onto Town owned land before turning east and going very close to the subject's northern boundary. A popular trail through the subject that is not sanctioned or maintained by the subject owner, or any public entity, runs north through the subject.

This private trail turns off the Nipmuck Trail about 250 feet in from Puddin Lane and joins back up with the Nipmuck Trail just over the northern boundary. From there, the Nipmuck Trail continues north through the Sawmill Brook Preserve.

As outlined in the Highest and Best Use section of this report, Meadowbrook Lane, LLC, does not own any abutting land although they do own one other parcel of land in the Town of Mansfield. That parcel, as well as G. Jack Guarnaccia, Jr's personal house (owned by his trust), are not abutting the subject nor impacted by the Town buying the subject as open space. Therefore, there is no larger parcel for the subject.

As unimproved land and recognizing the current local real estate market, the subject has a typical marketing period of 9 to 12 months. This period is recognized in the concluded value.

Only the Sales Comparison Approach was considered applicable and developed to value the subject. As outlined later, when valuing unimproved residential zoned land with the subject's highest and best use of eventually seeking approval for a residential subdivision with multiple lots, neither the Cost Approach nor the Income Capitalization Approach are considered applicable and were not developed.

In my opinion, the Market Value, as defined, of the fee simple estate of the subject, as described, consisting of approximately 61 acres of residential unimproved land, as of January 29, 2015 is:

**THREE HUNDRED SEVENTY-FIVE THOUSAND DOLLARS
(\$375,000).**

The following appraisal report is offered in support of this conclusion. This report is completed in conformance with the Uniform Appraisal Standards for Federal Land Acquisitions (the Yellow Book) as well as the Uniform Standards of Professional Appraisal Practice (USPAP) except to the extent that the *Uniform Appraisal Standards for Federal Land Acquisitions* required invocation of USPAP's Jurisdictional Exception Rule, as described in Section D-1 of the *Uniform Appraisal Standards for Federal Land Acquisitions*.

Very truly yours,



Robert G. Stewart, SRA
Certified General Appraiser RCG.581
Expires April 30, 2015

APPRAISAL REPORT
PROPERTY OF MEADOW BROOK LANE, LLC



OFF NORTH SIDE PUDDIN LANE, MANSFIELD, CT

Date of Inspection January 19, 2015
Date of Value January 26, 2015
Date of Report January 26, 2015

FOR
TOWN OF MANSFIELD

BY
Russ Appraisal Services
a division of
RUSS, LLC
P.O. Box 1
Waterford, CT. 06385
860-442-5719

RUSS APPRAISAL SERVICE

Russ Appraisal Services

a division of

RUSS, LLC

P.O. Box 1

Waterford, CT. 06385

Members

Edgar B. Russ
Howard B. Russ, SRPA
Dan C. Russ

Telephone 860-442-5719
Fax 860-443-6535
russappraisal@ct.metrocast.net
Certified In CT & RI
Real Estate Appraisals
Feasibility Studies

January 26, 2015

Ms. Jennifer Kaufman
Natural Resources and Sustainability Coordinator
Inland Wetlands Agent
Town of Mansfield
10 South Eagleville Road
Storrs – Mansfield CT 06268

RE: Meadow Brook Lane, LLC, north side Puddin Lane, Mansfield, Connecticut

Dear Ms. Kaufman:

As per your request, I have prepared an appraisal report on property of Meadow Brook Lane, LLC, consisting of a 61 +/- acre tract of unimproved acreage on Puddin Lane in the Town of Mansfield, Connecticut. The subject property is located on the north side of Puddin Lane between Saw Mill Brook Lane to the east and Jacobs Hill Road to the west. Saw Mill Brook forms a portion of the easterly most boundary of the subject property. The property is also the southerly trailhead of the west branch of the Nipmuck Trail leading northerly to Town of Mansfield Sawmill Brook Preserve lands and the adjacent Joshua's Trust Wolf Rock Preserve off Crane Hill Road. The Nipmuck Trail extends many miles northerly from this location through the entire town of Mansfield, a corner of the Town of Willington, through Ashford and on to Breakneck Pond in Union, Connecticut, in close proximity to the Massachusetts State line.

The subject property has direct road frontage on Puddin Lane, with rolling topography and typical upland forest vegetation.

Ownership of the subject property has been held by the Meadow Brook Lane, LLC group since September 30, 2002. No title report was provided to the appraiser, however a Feasibility Plan for a 14 lot Open Space Subdivision was provided by the property owner on the southerly portion of the subject property showing high development potential. The property owner was contacted but did not wish to accompany me on the site inspection.

As the appraisal is for potential sale of the property to the Town of Mansfield, this will be a before and after valuation written to conform the USFLA "Yellowbook Appraisal" standards.

The Sales Comparison Approach is the primary approach to value in the analysis, as supported by a Development Method of the Income Approach. The overall potential for residential development of the subject is high.

RUSS APPRAISAL SERVICE

Town of Mansfield

Re: Meadow Brook Lane, LLC off Puddin Lane, Mansfield, CT

page 2

After inspecting the property and researching comparable land sales, as of the date of valuation, January 26, 2015 it is my opinion that the indicated Market Value of the subject is:

VALUE BEFORE

61 +/- acres unimproved woodland \$360,000

VALUE AFTER

Assuming sale to Town of Mansfield \$0

DIFFERENCE THREE HUNDRED SIXTY THOUSAND (\$360, 000) DOLLARS

No extraordinary assumptions are necessary in this appraisal.

A hypothetical condition for the Before valuation is that the property is approved as 10 lot subdivision
A hypothetical condition for the after valuation is that the property is sold, yielding an after value of \$0.

No unusual limiting conditions or legal instructions were necessary.

My Appraisal report follows.

Very truly yours,
Russ Appraisal Services,
a division of RUSS, LLC



By: Howard B. Russ, SRPA
Manager / Member RUSS, LLC
CT Certified General Appraiser RCG.0000538
CT Certification valid through 4/30/2015
RI Certified General Appraiser CGA.0A00318
RI Certification valid through 12/31/2016

HBR Encl

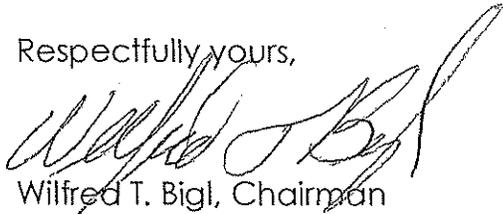
February 17, 2015

Dear Members of the Mansfield Town Council:

Since 2008, the Commission on Aging has been advocating for a new and larger senior center to meet the needs of a growing senior population in the town. We were pleased to hear that during the Council Budget Retreat on February 7th, you discussed some of the issues and concerns of the current senior center building. We are also aware that the cost to remediate these issues would be extensive. In addition, it would leave the town a building that does not meet the present and future needs of our seniors.

We as a commission look forward to the opportunity to work with the council toward the best solution for seniors and the town as a whole.

Respectfully yours,

A handwritten signature in black ink, appearing to read 'Wilfred T. Bigl', written over a horizontal line.

Wilfred T. Bigl, Chairman

Mansfield Commission on Aging

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02/17/2015

Item # 11

To the Town Council:

Recent comments to the council by parents from three child care facilities located in Mansfield have led us to consider some policy questions that we would like to share with you.

1. How do we differentiate between education and child care?
2. How do we allocate responsibility for a child's education between the public and the family? How do these allocations relate to the age of the child?
3. How do other communities in the state/nation make these allocations?
4. What are the roles of the federal, state and municipal government in child care as opposed to education?
5. If the town were to subsidize three specific organizations providing child care would other organizations that serve similar goals be entitled to subsidies too?
6. Some families use home based day care. Some of those providers are now affiliated with CSEA/SEIU. (<http://www.ctchildcare.org/files/2012/04/12547-Raising-Connecticut-Children.pdf>) Would those providers or families using those providers be entitled to municipal subsidies?
7. If parents or guardians provide their own child care before a child enters the public school system, would they be entitled to subsidies to compensate for their lost income?
8. Are the parents requesting subsidies for Willow House, Mansfield Discovery Depot and Community Children's Center eligible for subsidy from Connecticut Care 4 Kids? (<http://www.ctcare4kids.com/>)
Care 4 Kids helps low to moderate income families in Connecticut pay for child care costs. This program is sponsored by the Connecticut Office of Early Childhood.
9. When children do reach the age at which the town provides education, our town and all others provide a public offering, and those parents who choose other options are financially responsible for the tuition costs. How do the questions listed above relate to a town's obligations?

We believe that some interesting policy questions have been raised by the families wanting subsidy for three child care facilities in town. We are doubtful, however, that the issue would have arisen without the University's change in practice. One might hope that the decision by the University of Connecticut to suspend subsidies to these facilities should not drive discussion of the matter. Rather, it might be best for the community to come to consensus as to whether we want to consider municipal roles and responsibilities in child care, and if we do, it might be preferable for the town, rather than the university's recent decision, to establish the timeline and process if the public wishes those community discussions to take place.

Sincerely,

Bruce and Sharry Goldman
Browns Road
Storrs, CT

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Dear Council Members;

Feb.16, 2015

Thank you for scheduling a time for residents to comment on the draft of Mansfield Tomorrow. As detailed as it is, I feel the needs of Senior Citizens have not been adequately addressed. There is no mention of a new and larger Senior Center in future plans. A study was put before the Council in 2008 by the Commission on Aging specifying the needs apparent at that time. Although the Council seemed to understand the shortcomings, the country was suffering from an economic crisis and the money was not available to pursue this project.

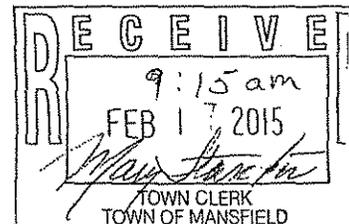
I realize there is great competition for finite resources. Given the predicted population figures due to the tsunami of growth factors affecting this ever changing town, the present Senior Center is too small and too awkward in design to fit the challenge of the future.

I ask the Council to direct the town planner to select and reserve a site on the projected map for a new and larger Senior Center so that when a verified study is made and the town is ready to build it, there will be a place central to other town buildings for Seniors to congregate for greater enhancement of life in Mansfield.

Please do not leave citizens 55 and over out of the final plan. You will be there soon, if not already. We lend much strength to this town.

Sincerely,

Bettejane Karnes
353 North Eagle Hill Rd.
Bettejane Karnes



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BlumShapiro

Accounting | Tax | Business Consulting

Item #13

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.

Submitted by Arthur Smith 2/10/15 as an attachment to written statement

PAGE
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From: Pamela Wheeler <pamw.iam@gmail.com>
Sent: Thursday, February 12, 2015 12:40 AM
To: Town Clerk
Subject: Request for Town Subsidy of Not-for -Profit Early Education Programs

To Mansfield Town Council Members and Town Manager,

I am a retired preschool teacher who over the years has taught at both at the Community Children's Center(CCC) and Willow House Daycare Center(WH). This is written in support of their request for some kind of help from the Town of Mansfield for all of its accredited nonprofit childcare programs(including MDD) which until recently have had Professional Service Agreements with UCONN. The directors of both of the smaller, independent centers(CCC and WH) have written letters describing the extent to which loss of the PSAs will threaten their ability to provide level , or,expanded, services as they had hoped to do. It is not clear exactly what MDD's situation is, but it is clear that this is a critical moment for early childhood education in the Town of Mansfield.

Independent early childhood care and education programs have always been more social services than successful money-making ventures. We take ourselves seriously as professionals, skillfully and dependably providing vital, individualized nurture and education to very young children, their families and the community. Day after day, year after year we manage on a shoe string. Now that string is frayed to breaking because, American society does not validate the importance of what we do. It is ironic that at a moment when so much public lip service is being given to increasing the availability of early care and education, Mansfield may lose these beloved programs, created and sustained by the volunteer labor of all the local families who have used them for the past 30-45 years.

In the 19th century it was recognized that America needed educated citizens to carry out their political and economic roles. It was also realized that since most people didn't have the money to pay for their children's, education it was a public responsibility to provide it. Unfortunately, the urgency of helping working families nurture, and educate their youngest children is still controversial in many circles in spite of the fact that most households now need two incomes to survive.

But, we might expect that Mansfield would be more supportive and appreciate the value of quality childcare, since UCONN, its main industry, is dedicated to preparing young men and women for professional employment. UConn itself employs thousands of men and women many of whom are parents needing childcare. Mansfield's well-educated residents should also be aware that low quality programs may pose risks to a child's safety and optimum development, depriving parents of the peace of mind they need to be able to work.

Mansfield families have been lucky over the years to have a variety or locally-based tried-and-true programs to choose from: UCONN's Child Labs, Mansfield's Discovery Depot, Mansfield's Public Preschools, Mt. Hope Montessori, Willow House Daycare, the Community Children's Center(CCC), and a number of licensed home daycare providers. At least two other fine programs have been lost along the way due to inability to meet expenses(Storrs Nursery School and Mansfield's Other Mother).

With the anticipated opening of a large, for-profit center in Storrs Downtown and the simultaneous ending of UCONN's PSA subsidies there is a strong possibility that the small, cooperative centers may not survive much

longer. I am writing to urge the Town of Mansfield to work with them, to find some creative way to stabilize this situation before it is too late-- maybe through direct grants, or Town subsidies to help needy families with tuition, or opening Town health insurance to childcare staff, etc., etc.

Thank you for your willingness to consider this issue further.

Sincerely, Pamela Wheeler, Master of Child Development and Family Relations, , 143 Pinney Hill Rd.
Willington, CT. 06279

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

February 10, 2015

Re: Support for Town of Mansfield non-profit Child Care Centers

Dear Members of the Mansfield Town Council,

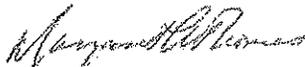
Community Childrens Center (CCC) provides more to families than childcare alone. The CCC experience is truly early childhood education at its best. By the time my daughter left CCC for elementary school, she knew all her numbers and colors, and she could read. She also had a very broad experience in creative arts. At CCC, she learned how to get along with other children, be inclusive, and was lead to discover how to play together so everybody could be happy.

I just can't speak highly enough of the early childhood experience my daughter received at CCC. It's something that I wish for every child, and every family. Having these non-profit centers in town certainly contributes to the 'quality of place' we all enjoy living here in the Mansfield Community. Opportunities like this for young children and families improves the quality of life here and motivates people to stay and raise a family here.

The teachers at the non-profit Child Care Centers are the people who have helped nurture our children, and, with us, have watched them grow to realize their sense of purpose and place in the world.

So, I whole heartedly endorse the Town's support of these non-profit Child Care Centers, to help them continue to provide such quality care and early childhood education in our community!

Sincerely,



Margaret A. Thomas, CPG
Connecticut State Geologist
Department of Energy and Environmental Protection
Assistant Research Scientist, University of Connecticut

margaret.thomas@ct.gov

(860) 424-3583

Letter of Support to the Town Council of Mansfield on Behalf of Local Non-Profit Early Childhood Education Centers

We submit this letter of support to request that the Town of Mansfield recognize the value that the nonprofit early childhood education ("ECE") centers in Mansfield contribute to the education, care and wellbeing of its residents. Accordingly, we request that the Mansfield Town Council authorize the Town Manager to, in consultation with the Director of Human Services, include budget allocations in the Town Manager's 2015-16 draft budget for the following items:

- 1) Direct grants to the three non-profit early childhood education centers in Mansfield, including Community Children's Center ("CCC"), Mansfield Discovery Depot ("MDD"), and 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.
- 2) Access to the Town of Mansfield's health plan for the staff of CCC and WH (in the same form and substance as such access is provided to MDD).
- 3) Provision for cost sharing for Mansfield Community Center memberships for the staff of the Nonprofit Centers.

Our nationally accredited centers jointly offer the highest quality of care and education to a diverse community of families. This high quality is a town asset, drawing new young families to Mansfield and encouraging them to settle here. These families contribute to the life and economy of the town and it is vital that this town and its ECE centers continue to offer unparalleled quality and diversity of choice, especially as our state and national spotlight is shining on the importance of ECE as evidenced by the Connecticut Office of Early Childhood's new legal status and newly released ECE State Standards (Connecticut Early Learning and Development Standards). Strategic town investment at this time will enable our centers to continue Mansfield's tradition of strong educational opportunities for our town's youngest residents and stable connections for Mansfield families.

Additionally, recent national research (Whitebook, M., D. Phillips, & C. Howes, 2014, <http://www.irle.berkeley.edu/cscce/wp-content/uploads/2014/11/ReportFINAL.pdf>) highlights the need for communities to focus on ECE teacher wellbeing as integral to child success and program quality. The best way for Mansfield to address this need would be to provide staff of the Nonprofit Centers with (a) access to affordable quality healthcare through the town's group health plan and (b) support for healthy lifestyle opportunities via low or no cost Mansfield Community Center memberships.

We submit this letter of support, as residents of Mansfield and constituents that support the economy of Mansfield, because we believe in diversity of high quality choice of ECE

opportunities in Mansfield and in Mansfield's responsibility to ensure the continued survival and prosperity of the Nonprofit Centers.

* Required

I add my name in strong support!

Please type your name below.

|

What kind of stakeholder are you? *

Please check all that apply. Thank you!

- I am a Mansfield resident
- I work in Mansfield.
- My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
- Other: |

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*Letter of Support to the Town Council of Mansfield
On Behalf of Local Non-Profit Early Childhood Education Centers:
RESPONSE SUMMARY*

TOTAL RESPONSES as of 2/10/2015

What kind of Stakeholder are you?

I am a Mansfield resident.	76
I work in Mansfield.	58
My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).	105
Other:*	9
TOTAL participants who added their name in strong support:	123

****Other Responses:***

I am an early childhood special education teacher and former staff member of CCC
Early childhood educator
I grew up in Mansfield
retired teacher at CCC,wife of UCONN professor
I care about children and care about the future.
I hope to use them in the future.
Attended CCC as a child.
Early Childhood Professional in Mansfield (CCC and UConn Child Labs)
attended CCC as a child

Letter of Support to the Town Council of Mansfield on Behalf of Local Non-Profit Early Childhood Education Centers (Responses)

Timestamp	I add my name in strong support!	What kind of stakeholder are you?
1/7/2015 17:45:37	Kirstie Farrar	My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/7/2015 18:00:24	Laurel White	I am a Mansfield resident, My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/7/2015 18:00:52	Diego Solis	I am a Mansfield resident, My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/7/2015 18:02:27	Bill Vallo	My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/7/2015 18:20:33	John & Barbara Troyer	I am a Mansfield resident, My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/7/2015 18:20:46	Dana Dinnack	My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/7/2015 18:20:58	Peter Dinnack	My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/7/2015 18:24:35	Clay Calt	My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/7/2015 18:26:00	Marina Asitha	I work in Mansfield., My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/7/2015 18:26:34	Theodore Monouns	My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/7/2015 18:27:33	Kate Vallo	I work in Mansfield., My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/7/2015 18:36:42	Rebecca Himmelstein	I work in Mansfield.
1/7/2015 18:37:05	Thomas Levine	I am a Mansfield resident, I work in Mansfield., My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/7/2015 19:00:28	Anna Cranmer	I am a Mansfield resident, My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/7/2015 19:00:58	Kevin Cranmer	I am a Mansfield resident, My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/7/2015 19:02:03	Pamela Weathers	My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/7/2015 19:02:22	Neil Weathers	My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/7/2015 19:03:04	Caissa Rutkauskas	I am a Mansfield resident, I work in Mansfield., My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/7/2015 19:04:43	Cara Vickers	My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/7/2015 19:12:43	Monica Van Beusekom	I am a Mansfield resident, I work in Mansfield., My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/7/2015 19:13:40	Samuel Martinez	I am a Mansfield resident, I work in Mansfield., My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/7/2015 19:17:44	Stephanie Golaski	My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/7/2015 19:22:38	Veronica Herrera	I am a Mansfield resident
1/7/2015 19:25:45	Marina Kremen	My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/7/2015 19:27:23	Jason Chang	My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/7/2015 19:41:48	Kathleen Mahoney	I am a Mansfield resident, My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/7/2015 19:43:58	Alexia Smith	I am a Mansfield resident, I work in Mansfield., My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/7/2015 20:04:48	Julie Choffel	I work in Mansfield., My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/7/2015 20:10:57	Nogo Shemer	I am a Mansfield resident, I work in Mansfield., My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/7/2015 20:18:05	Elizabeth Dahn	I am a Mansfield resident, I work in Mansfield., My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/7/2015 20:48:04	Jessie Akberzai	I work in Mansfield., My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/7/2015 20:55:24	Rachel Gasana	My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/7/2015 20:56:56	Maris Pelkey	I am an early childhood special education teacher and former staff member of CCC
1/7/2015 21:08:09	Kelly Garceau	I am a Mansfield resident, I work in Mansfield., My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/7/2015 21:11:03	Grace Sokolowski	I work in Mansfield., Early childhood educator
1/7/2015 21:11:56	Holly Rayson	I am a Mansfield resident, I work in Mansfield., My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/7/2015 21:12:22	Brian Ahern	I am a Mansfield resident, I work in Mansfield., My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/7/2015 21:21:56	Barbara Melone	I am a Mansfield resident, I work in Mansfield., My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/7/2015 21:27:59	Michael Limberg	I am a Mansfield resident, I work in Mansfield., My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/7/2015 21:47:36	Melissa Sheardwright	I am a Mansfield resident, My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD)., I grew up in Mansfield
1/7/2015 22:20:53	Natalie Munro	I am a Mansfield resident, I work in Mansfield., My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/7/2015 22:43:23	Janet Watson	I am a Mansfield resident, I work in Mansfield., My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/7/2015 22:51:59	Dana Blinette	I work in Mansfield.
1/8/2015 0:14:31	Jason Chang	My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/8/2015 1:03:48	Raviv Stein	I am a Mansfield resident, My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/8/2015 7:24:00	Daniel Fama	My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/8/2015 7:24:17	Yuchen Fama	My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/8/2015 8:55:37	Antje Hainisch	I am a Mansfield resident, I work in Mansfield., My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/8/2015 8:56:00	Friedemann Weidauer	I am a Mansfield resident, I work in Mansfield., My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/8/2015 9:00:26	FUYI CHEN	I am a Mansfield resident, My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/8/2015 9:24:13	Tina Chiappetta-Miller	I am a Mansfield resident, I work in Mansfield., My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/8/2015 9:56:21	Sharon Beebe	I am a Mansfield resident, I work in Mansfield., My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/8/2015 9:56:35	Colin Baker	I am a Mansfield resident, My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).

Letter of Support to the Town Council of Mansfield on Behalf of Local Non-Profit Early Childhood Education Centers (Responses)

Timestamp	I add my name in strong support!	What kind of stakeholder are you?
1/8/2015 9:57:10	Ronald Beebe	I am a Mansfield resident, I work in Mansfield.
1/8/2015 11:41:35	Sally Matus	I am a Mansfield resident, My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/8/2015 11:42:43	Jarus Lazeski	My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/8/2015 12:04:22	Stefan Kaufmann	I am a Mansfield resident, I work in Mansfield, My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/8/2015 12:23:59	Karin Randolph	I am a Mansfield resident
1/8/2015 12:40:13	Lena Knowles	I work in Mansfield, My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/8/2015 13:01:25	Holly McHaalen	My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/8/2015 13:56:02	aida ghiaei	I am a Mansfield resident, I work in Mansfield, My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/8/2015 14:33:14	Suzanne Hathaway	I am a Mansfield resident, My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/8/2015 18:13:19	Luz Londono Diaz	I work in Mansfield, My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/8/2015 18:47:33	Erin Kirdzik	I work in Mansfield, My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/8/2015 18:49:16	Mike Kirdzik	My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/8/2015 22:50:24	Debbie Stloff	I work in Mansfield.
1/9/2015 8:03:45	Pamela Wheeler	retired teacher at CCC, wife of UCONN professor
1/9/2015 8:08:37	Sarah Curtis	I am a Mansfield resident, My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/9/2015 9:58:15	Anabel Perez Malone	I work in Mansfield, My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/9/2015 10:09:50		I am a Mansfield resident, My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/9/2015 10:18:59	Robert Dahn	I am a Mansfield resident, My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/9/2015 11:19:49	Alison Altieri	I am a Mansfield resident, My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/9/2015 11:20:18	Jason Altieri	I am a Mansfield resident, My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/9/2015 12:28:12	Benjamin Wiles	I am a Mansfield resident, I work in Mansfield, My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/9/2015 13:37:35	Emily Morse	My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/9/2015 13:42:50	Jennifer Holt	I am a Mansfield resident, My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/9/2015 13:45:25	Jiff Martin	I am a Mansfield resident, My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/9/2015 13:49:02	Sarah Shangold	I am a Mansfield resident, My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/9/2015 13:50:36	Ping Zhao	I am a Mansfield resident, I work in Mansfield, My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/9/2015 13:52:28	Laleen C. Bodhipaksha	I am a Mansfield resident, My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/9/2015 13:58:53	Alexander Russell	I am a Mansfield resident, I work in Mansfield, My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD), I care about children and care about the future.
1/9/2015 14:02:46	Cynthia S. Jones	I am a Mansfield resident, I work in Mansfield, My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/9/2015 14:11:28	Nancy McLaren	My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/9/2015 14:24:50	Emily Moreau	I work in Mansfield.
1/9/2015 14:32:45	Hyecun Ceon	My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/9/2015 14:35:32	Svetlana Kalnova	I am a Mansfield resident, I work in Mansfield, My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/9/2015 14:42:28	David Daggett	I am a Mansfield resident, I work in Mansfield, My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/9/2015 14:47:48	Mary M. Gallucci	I work in Mansfield, My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/9/2015 15:01:06	Jared Holt	I am a Mansfield resident
1/9/2015 15:21:04	Sheila McCracken	I am a Mansfield resident, My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/9/2015 15:26:42	Margaret Thomas	I work in Mansfield, My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/9/2015 15:31:25	Peter Schweitzer	I am a Mansfield resident, I work in Mansfield, My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/9/2015 15:33:15	Valerie Puffet-Michel	My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/9/2015 15:33:20	Laurent Michel	My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/9/2015 15:53:53	Deborah Pacik	I am a Mansfield resident, I work in Mansfield, My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/9/2015 15:59:13	Laura Wright	I am a Mansfield resident, I work in Mansfield, My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/9/2015 16:17:21	Mark LaPlaca	I am a Mansfield resident, My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/9/2015 16:29:09	Sarah Kaubold	I am a Mansfield resident, I work in Mansfield, My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/9/2015 17:51:37	Sydney Clements	I am a Mansfield resident, I work in Mansfield.
1/9/2015 18:06:15	Patricia Smith	I am a Mansfield resident, My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/9/2015 23:05:20	Robin OBrien	I am a Mansfield resident, My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/10/2015 15:17:45	Willard Kane	My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/10/2015 16:29:42	Elyssa Barreto	I work in Mansfield.
1/10/2015 18:03:33	Christine Hare	I am a Mansfield resident, I work in Mansfield, My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/10/2015 18:04:52	Eric Njuk	I am a Mansfield resident, I work in Mansfield, I hope to use them in the future.
1/10/2015 19:37:17	Daniel Adler	I am a Mansfield resident, I work in Mansfield, My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).

Letter of Support to the Town Council of Mansfield on Behalf of Local Non-Profit Early Childhood Education Centers (Responses)

Timestamp	I add my name in strong support!	What kind of stakeholder are you?
1/11/2015 12:39:41	Shengli Zhou	I am a Mansfield resident, I work in Mansfield., My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/12/2015 11:40:34	Rebecca T. Lehmann	I am a Mansfield resident, My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/12/2015 14:00:08	Barbara Giardina	I am a Mansfield resident, I work in Mansfield., My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD)., Early Childhood Professional in Mansfield (CCC and UConn Child Labs)
1/12/2015 14:01:34	John Giardina	I am a Mansfield resident, Attended CCC as a child.
1/12/2015 14:08:48		I am a Mansfield resident, I work in Mansfield., My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/12/2015 15:11:31	Craig E. Nelson	I am a Mansfield resident, I work in Mansfield., My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/12/2015 22:27:54	Ian Sheardwright	I am a Mansfield resident, My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/13/2015 5:53:09	Julie Hodgson	I am a Mansfield resident, I work in Mansfield., My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/13/2015 7:40:43	Richard Judkins	My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/13/2015 8:33:42	John Hodgson	I am a Mansfield resident, I work in Mansfield., My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/13/2015 10:29:30	Charles Henry	I am a Mansfield resident, I work in Mansfield., My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/15/2015 23:36:26	Rebecca Limberg	I am a Mansfield resident, My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/21/2015 20:48:11	Carmen Garrett	I am a Mansfield resident, My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).
1/22/2015 8:57:40	Nora McGrath	attended CCC as a child
1/22/2015 14:39:22	Meghan Maguire Dahn	I am a Mansfield resident
2/7/2015 21:50:22	Lisa Heilmann	My child has benefited from attending an Early Childhood Non-Profit Center in Mansfield (CCC, Willow House, or MDD).

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

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

02/13/2015

RE: Town Council Action to Table Discussion of Local Nonprofit Early Childhood Centers

Item #16

Mansfield Town Councilors:

We at Community Children's Center (CCC) commend you for your quick response and the seriousness with which you took our recent request for you to authorize the Town Manager to make provision for budget allocations in his FY 2015-16 draft budget to replace the loss of PSA funds from UConn. We were pleased that this topic was included on the February 9 (adjourned to February 10) Town Council Agenda, and that there was an appropriate level of preparation for this conversation by the Town Manager and other staff. As we navigate our advocacy surrounding this issue, we note and appreciate that our efforts have been met with responsiveness on the part of our elected officials and town leadership.

The tabling of the early children issue specifically to allow for more meaningful and thorough discussions about Mansfield's roles and responsibilities and the young children and families of Mansfield is hopeful. We sincerely look forward to the opportunity to engage in more dialogue about the possibilities for Mansfield to become one of the most progressive stewards of early care and education in our state.

This anticipated conversation is incredibly timely. Early childhood is front and center, with national, state, and local voices joining to create significant change. Connecticut has recently adopted Early Learning and Development Standards (ELDS), which are aligned to the Common Core State Standards (CCSS), and recently created the Office of Early Childhood. Bills supporting early childhood are being put forth as we speak (e.g. Senate Bill 782). Both the Child Care and Development Block Grant (CCBDG) and the Elementary and Secondary Education Act (ESEA) have been recently reauthorized, making conversations about early childhood education a priority.

The truth is, "The current system of early childhood education for children from birth through the age of school entry is significantly underfunded; access to quality programs is particularly difficult for low income families... [and] additional investments are needed throughout the early childhood system... **As the process moves forward, it will be important to look at the ways that states and districts can leverage existing and new funds in order to give all families meaningful choices in their children's early childhood education.**" (R. Evans Allvin, NAEYC letter to Chairmen Alexander and Kline and Ranking Members Murray and Scott, February 2, 2015).

We value your recognition of the importance of these meaningful choices as demonstrated by your commitment to having further, purposeful conversations on this topic. This community has asked to be heard on this topic – through their signatures, letters, presence, and public comment – and you have clearly listened. We are very much looking forward to our continued conversations and to working with you to take a good hard look at how Mansfield can ensure that families indeed have these important choices.

Thank you for making a commitment to have this conversation in a substantive way. Please feel free to contact us with any questions or concerns.

Sincerely,

Lisa Dahn, Executive Director & *Kate Vallo*, Program Director

comm.childrens.ctr@snet.net

860-456-7171

communitychildrenscenter.org

This institution is an equal opportunity provider and employer.

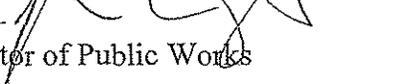
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TOWN OF MANSFIELD
DEPARTMENT OF PUBLIC WORKS

John C. Carrington, P.E., Director of Public Works

AUDREY P. BECK BUILDING
FOUR SOUTH EAGLEVILLE ROAD
MANSFIELD, CT 06268-2599
(860) 429-3332
Fax: (860) 429-6863
CarringtonJC@mansfieldct.org

To: Matt Hart, Town Manager 
From: John C. Carrington, Director of Public Works 
Copy: Cherie Trahan, Director of Finance
Date: February 19, 2015
Subject: Financial Impact of Mansfield Designated as MS4 Tier 1

The Department of Energy and Environmental Protection has proposed modifying the General Permit for the Discharge of Stormwater from Small Municipal Separate Storm Sewer Systems (MS4). The current permit does not designate Mansfield as a small MS4. The proposed modified permit defines Small MS4 as any MS4 that is not already covered by the Phase I MS4 stormwater program (pursuant to 40CFR 122.26(a)(3)) including municipally-owned or -operated systems as well as state- and federally-owned systems, such as colleges, universities, prisons, and military bases. It further defines a Tier 1 Small MS4 as any municipally-owned or -operated Small MS4 including all those located partially or entirely within an Urbanized Area that have at least 1,000 residents in the Urbanized Area (as determined by the 2000 or 2010 census – *note these dates are before Storrs Center was constructed*) and all state- and federally-operated Small MS4s and any other MS4s located outside an Urbanized Area as may be designated by the Commissioner. The proposed modified permit designates the Town of Mansfield as a Tier 1 Municipality.

As this modified permit is essentially an unfunded mandate, the designation as a MS4 Tier 1 Municipality will have a financial impact on the Town of Mansfield. (The current proposed modified permit is a second version, as DEEP's first attempt had an even greater financial impact on municipalities which lead to the current proposal. Initial start-up costs are estimated to be \$95,000 and the annual (recurring) costs are estimated at \$210,000 (in 2015 dollars). These costs represent a greater than 10% increase in the Public Works general fund budget. Here is a breakdown of those costs:

One-time costs:

Hiring a firm to write the Stormwater Management Plan	\$ 50,000
Legal review of required ordinance/planning changes	\$ 10,000
MS4 Mapping (GPS, GIS, Database Development)	\$ 35,000
TOTAL	\$ 95,000

Annual (recurring) costs:

Increased catch basin cleaning and reporting	\$ 15,000
Additional Disposal of catch basin material	\$ 20,000
Stormfall monitoring, sampling and testing	\$ 25,000
Public Outreach and Education	\$ 15,000
Post-construction stormwater management (0.25 FTE)	\$ 25,000
Legal authority to prohibit, investigate and enforce required prohibitions on illicit discharges (0.75 FTE)	\$ 60,000
Snow Management requirements	\$ 20,000
Other administrative/fiscal impacts for annual reporting and other requirements (0.25 FTE)	\$ 30,000
TOTAL	\$210,000

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MEMORANDUM

Town of Mansfield
 Town Manager's Office
 4 So. Eagleville Rd., Mansfield, CT 06268
 860-429-3336
 Hartmw@mansfieldct.org



To: Councilor Wassmundt
 From: Matt Hart, Town Manager *MWH*
 CC: Town Council; Jaime Russell, Director of Information Technology
 Date: February 19, 2015
 Re: Response to Questions concerning Director of Information Technology Position

I am writing to respond to questions raised by Council at the February 10, 2015 meeting as well as questions you subsequently raised via email.

Sabbatical Leave

The position is eligible to apply for but not entitled to a sabbatical leave. The contract states, "A sabbatical leave shall be subject to the recommendation of the Superintendent and approval by the Board of Education" (Page 10). The most recent date an administrator was granted a sabbatical leave was 1988.

School Vacations

The position is not entitled to time off during school vacations. The contract reads, "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" (Page 5). Additionally, "Vacation shall be scheduled by mutual agreement between the administrator and the Superintendent of Schools" (Pages 5 – 6). In 2014, the Director of Information Technology utilized seven days of vacation.

Work from Home during Inclement Weather

The position is eligible to request but not entitled to work from home during inclement weather. The contract states, "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" (Page 10). The Director of Information Technology has received permission to work from home once during the past two years.

Membership in the Administrator's Association

The position is employed by the Mansfield Public Schools. The Mansfield Administrator's Association is the exclusive representative for administrators in the Mansfield Public Schools below the rank of Superintendent or Assistant Superintendent.

What retirement plan does the position belong to?

The Director of Information Technology participates in the CTRB (Connecticut Teachers' Retirement Board).

How many employees are there in the Information Technology Department, including this position?

- 9 employees that work 12 months (including the Director).
- 2 employees that work 10 months
- 1 half-time I.T. employee that works 10 months (the other ½ is with the Mansfield Middle School library)
- 1 sixteen hour per week employee that works 10 months

Additionally, the Public Library Director and the Director of Information Technology collaboratively supervise the Systems Librarian at the Mansfield Public Library.

Attach: (2)

State Regulations that require certification:

<http://www.sde.ct.gov/sde/lib/sde/PDF/Cert/regulations/regulations.pdf>

Page 118:

Intermediate Administration or Supervision

Sec. 10-145d-572. When required

(a) This certificate, or another appropriate certificate, shall be required for a person employed by a board of education who is designated by the employing agent or board of education as: deputy superintendent, assistant superintendent, principal, assistant principal, curriculum coordinator, supervisor of instruction or any person who has the primary responsibility for directing or coordinating or managing certified staff and resources, or any person responsible for summative evaluation of certified staff. This certificate may authorize service as a school business administrator.

Page 121:

Department Chairperson

Sec. 10-145d-577. When required

(a) This certificate or another appropriate certificate, shall be required for anyone employed by a board of education who is designated by the employing agent as a department chairperson and who has the responsibility for directing, coordinating or managing staff and resources.

(b) Upon the written request from an employing agent, a person may receive an endorsement for a subject area or grade level, for which there is no current endorsement, provided the Department determines such endorsement to be appropriate.

(c) A department chairperson whose job function requires summative evaluation of certified staff, shall be required to hold the intermediate administrator or supervisor certificate.

State Statues that require certification:

http://www.cga.ct.gov/current/pub/chap_166.htm

Sec. 10-145. Certificate necessary to employment. Forfeiture for noncompliance. Substitute teachers. (a) No teacher, supervisor, administrator, special service staff member or school superintendent, except as provided for in section 10-157, shall be employed in any of the schools of any local or regional board of education unless such person possesses an appropriate state certificate, nor shall any such person be entitled to any salary unless such person can produce such certificate dated previous to or the first day of employment, except as provided for in section 10-157; provided nothing in this subsection shall be construed to prevent the board of education from prescribing qualifications additional to those prescribed by the regulations of the State Board of Education and provided nothing in this subsection shall be construed to prevent any local or regional board of education from contracting with a licensed drivers' school approved by the Commissioner of Motor Vehicles for the behind-the-wheel instruction of a driver instruction course, to be given by driving instructors licensed by the Department of Motor Vehicles. No person shall be employed in any of the schools of any local or regional board of education as a substitute teacher unless such person holds a bachelor's degree, provided the Commissioner of Education may waive such requirement for good cause upon the request of a superintendent of schools.

Eligibility for CTRB (Connecticut Teacher's Retirement Board)

http://www.cga.ct.gov/current/pub/chap_167a.htm

Sec. 10-183b (18 & 26)

(18) "Member" means any Connecticut teacher employed for an average of at least one-half of each school day, except that no teacher who under any provision of the general statutes elects not to participate in the system shall be a member unless and until the teacher elects to participate in the system. Members teaching in a nonpublic school classified as a public school by the board under the provisions of this section may continue as members as long as they continue as teachers in such school even if the school ceases to be so classified. A former teacher who has not withdrawn his or her accumulated contributions shall be an "inactive member". A member who, during the period of a formal leave of absence granted by his or her employer, but not exceeding an aggregate of ten school months, continues to make mandatory contributions to the board, retains his or her status as an active member.

(26) "Teacher" means (A) any teacher, permanent substitute teacher, principal, assistant principal, supervisor, assistant superintendent or superintendent employed by the public schools in a professional capacity while possessing a certificate or permit issued by the State Board of Education, provided on and after July 1, 1975, such certificate shall be for the position in which the person is then employed, except as provided for in section 10-183qq, (B) certified personnel who provide health and welfare services for children in nonprofit schools, as provided in section 10-217a, under an oral or written agreement, (C) any person who is engaged in teaching or supervising schools for adults if the annual salary paid for such service is equal to or greater than the minimum salary paid for a regular, full-time teaching position in the day schools in the town where such service is rendered, (D) a member of the professional staff of the State Board of Education or of the Board of Regents for Higher Education or any of the constituent units, and (E) a member of the staff of the State Education Resource Center established pursuant to section 10-4q employed in a professional capacity while possessing a certificate or permit issued by the State Board of Education. A "permanent substitute teacher" is one who serves as such for at least ten months during any school year.

State Statutes Specifying the Right to Administrator's Bargaining Group

http://www.cga.ct.gov/current/pub/chap_166.htm

Sec. 10-153b. Selection of teachers' representatives. (a) Whenever used in this section or in sections 10-153c to 10-153n, inclusive: (1) The "administrators' unit" means the professional employee or employees in a school district or charter school not excluded from the purview of sections 10-153a to 10-153n, inclusive, employed in positions requiring an intermediate administrator or supervisor certificate, or the equivalent thereof, or charter school educator permit, issued by the State Board of Education under the provisions of section 10-145q, and whose administrative or supervisory duties, for purposes of determining membership in the administrators' unit, shall equal at least fifty per cent of the assigned time of such employee. Certified professional employees covered by the terms and conditions of a contract in effect prior to October 1, 1983, shall continue to be covered by such contract or any successor contract until such time as the employee is covered by the terms and conditions of a contract negotiated by the exclusive bargaining unit of which the employee is a member for purposes of collective bargaining pursuant to the provisions of this section. (2) The "teachers' unit" means (A) the group of professional employees who hold a certificate or durational shortage area permit issued by the State Board of Education under the provisions of sections 10-144o to 10-149, inclusive, and are employed by a local or regional board of education in positions requiring such a certificate or durational shortage area permit and are not included in the administrators' unit or excluded from the purview of sections 10-153a to 10-153n, inclusive, and (B) the group of professional employees who hold a certificate, durational shortage area permit issued by the State Board of Education under the provisions of sections 10-144o to 10-149, inclusive, or a charter school educator permit issued by the State Board of Education under the provisions of section 10-145q, and are employed by a charter school in positions requiring such a certificate, durational shortage area permit or charter school educator permit and are not included in the administrators' unit or excluded from the purview of sections 10-153a to 10-153n, inclusive. (3) "Commissioner" means the Commissioner of Education. (4) "To post a notice" means to post a copy of the indicated material on each bulletin board for teachers in every school in the school district or, if there are no such bulletin boards, to give a copy of such information to each employee in the unit affected by such notice. (5) "Budget submission date" means the date on which a school district is to submit its itemized estimate of the cost of maintenance of public schools for the next following year to the board of finance in each town having a board of finance, to the board of selectmen in each town having no board of finance and, in any city having a board of finance, to said board, and otherwise to the authority making appropriations therein. (6) "Days" means calendar days.

(b) The superintendent of schools, assistant superintendents, certified professional employees who act for the board of education in negotiations with certified professional personnel or are directly responsible to the board of education for personnel relations or budget preparation, temporary substitutes and all noncertified employees of the board of education are excluded from the purview of this section and sections 10-153c to 10-153n, inclusive.

(c) The employees in either unit defined in this section may designate any organization of certified professional employees to represent them in negotiations with respect to salaries, hours and other conditions of employment with the local or regional board of education which employs them by filing, during the period between March first and March thirty-first of any school year, with the board of education a petition which requests recognition of such organization for purposes of negotiation under this section and sections 10-153c to 10-153n, inclusive, and is signed by a majority of the employees in such unit. Where a new school district is formed as the result of the creation of a regional school district, a petition for designation shall also be considered timely if it is filed at any time from the date when such regional school district is approved pursuant to section 10-45 through the first school year of operation of any such school district. Where a new school district is formed as a result of the dissolution of a regional school district, a petition for designation shall also be considered timely if it is filed at any time from the date of the election of a board of education for such school district through the first year of operation of any such school district. Within three school days next following the receipt of such petition, such board shall post a notice of such request for recognition and mail a copy thereof to the commissioner. Such notice shall state the name of the organization designated by the petitioners, the unit to be represented and the date of receipt of such petition by the board. If no petition which requests a representation election and is signed by twenty per cent of the employees in such unit is filed in accordance with the provisions of subsection (d) of this section, with the commissioner within the thirty days next following the date on which the board of education posts notice of the designation petition, such board shall recognize the designated organization as the exclusive representative of the employees in such unit for a period of one year or until a representation election has been held for such unit pursuant to this section and section 10-153c, whichever occurs later. If a petition complying with

the provisions of subsection (d) of this section is filed within such period of thirty days, the local or regional board of education shall not recognize any organization so designated until an election has been held pursuant to said sections to determine which organization shall represent such unit.

(d) Twenty per cent or more of the personnel in an administrators' unit or teachers' unit may file during the period between March first and April thirtieth of any school year with the commissioner a petition requesting that a representation election be held to elect an organization to represent such unit. Where a new school district is formed as the result of the creation of a regional school district, a petition for a representation election shall also be considered timely if it is filed at any time from the date when such regional school district is approved pursuant to section 10-45 through the first school year of operation of any such school district. Where a new school district is formed as a result of the dissolution of a regional school district, a petition for a representation election shall also be considered timely if it is filed at any time during the first school year of operation of any such school district. Whenever a multiple-year contract is in effect, a petition requesting that a representation election be held to elect an organization to represent such unit shall be considered timely if it is filed with the commissioner between March first and April thirtieth after two years of a contract have elapsed or is filed between March first and April thirtieth of the calendar year prior to the year of expiration of the collective bargaining contract covering the employees who are the subject of the petition, whichever is sooner. The commissioner shall file notice of such petition with the local or regional board of education on or before the fifth school day following receipt of the petition. The commissioner shall not divulge the names on such petition or any petition filed with the commissioner pursuant to this section to anyone except upon court order. Such notice shall state the name of the petitioning group, the unit for which an election is sought and the date the petition was filed. Within three school days after receipt of such notice, the local or regional board of education shall post a copy of the notice. Any organization interested in representing personnel in such unit may intervene within three school days after the board posts notice of such petition by filing with the commissioner a petition signed by ten per cent of the employees in such unit provided that any employee who signs more than one such petition between March first and April thirtieth in any one school year shall not be deemed to have signed any such petition. The commissioner shall notify the local or regional board on or before the third day following receipt of the intervening petition, and such board shall post notice of the intervening petition within three days following receipt thereof. No intervening petition shall be required from any incumbent organization previously designated by the board or elected and such incumbent organization shall be listed on the ballot if a petition for a representation election is filed. The petitioning organization, the incumbent organization, if any, and any intervening organization may agree on an impartial person or agency to conduct such an election consistent with the other provisions of this section, provided not more than one such election shall be held to elect an organization to represent the employees in such unit in any one school year, except, however, if no organization receives a majority of the vote validly cast, the election shall not be deemed completed and within ten days after the initial election a runoff election shall be held. In the event of a disagreement on the agency to conduct the election, the method shall be determined by the board of arbitration selected in accordance with section 10-153c. The person or agency so selected shall conduct, between twenty and forty-five days after the first petition requesting an election is filed with the commissioner, an election by secret ballot to determine which organization, if any, shall represent such unit, provided if no organization receives a majority of the vote validly cast, such election shall not be deemed completed and a runoff election between the two choices receiving the largest and second largest number of valid votes cast in the election shall be held within ten days after the initial election. The organizations participating in the election and the organizations participating in the runoff election shall share equally in the cost incurred by the impartial person or agency selected to conduct each election. Such person or agency shall immediately report the results of the election or runoff election to the commissioner. Within five days after receipt of the tally of ballots in the election or runoff election, any party to said election or runoff election may file with the commissioner any objection to said election or runoff election. If timely objections are found to be valid and they affected the results of the election or runoff election, the commissioner shall order another election or runoff election, as appropriate, to be conducted within ten days of the commissioner's decision. If satisfied that the election or runoff election has been conducted properly, the commissioner shall certify that the organization receiving a majority of votes is the exclusive representative of the employees in such unit.

(e) The representative designated or elected in accordance with this section shall, from the date of such designation or election, be the exclusive representative of all the employees in such unit for the purposes of negotiating with respect to salaries, hours and other conditions of employment, provided any certified professional employee or group of such employees shall have the right at any time to present any grievance to such persons as the local or regional board of education shall designate for that purpose. The terms of any existing contract shall not be abrogated by the election or

designation of a new representative. During the balance of the term of such contract the board of education and the new representative shall have the duty to negotiate pursuant to section 10-153d concerning a successor agreement. The new representative shall, from the date of designation or election, acquire the rights and powers and shall assume the duties and obligations of the existing contract during the period of its effectiveness.

(f) Any organization which has been designated or elected the exclusive representative of a unit which includes teachers and administrators shall continue to be the exclusive representative of such personnel upon expiration of the salary agreement in effect between such organization and the board of education employing such personnel on July 1, 1969, until or unless employees of such board of education in either of the units defined in this section initiate a petition for designation or election of an organization to represent them in accordance with the procedures set forth in sections 10-153a to 10-153n, inclusive.

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, C, and D 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

MANSFIELD ADMINISTRATORS'
ASSOCIATION

Chairman

President

Date: _____

Date: _____

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

MANSFIELD ADMINISTRATORS'
ASSOCIATION

Chairman

President

Date: _____

Date: _____

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.



Item #19

THE PUBLIC SCHOOLS OF MANSFIELD, CONNECTICUT

RACHEL D. LECLERC, ED.D., ACTING SUPERINTENDENT

AUDREY P. BECK BUILDING
FOUR SOUTH EAGLEVILLE ROAD
MANSFIELD, CT 06268
(860) 429-3350
Fax: (860) 429-3379

March 13, 2015

Matt Hart
Town of Mansfield
Mansfield, Connecticut 06268

Dear Matt:

I wish to advise you that at the meeting of March 12, 2015, the Mansfield Board of Education passed the following motion by a vote of seven in favor and two opposed:

The Mansfield Board of Education adopts the Superintendent's proposed budget for fiscal year 2015-2016 with the following amendments:

- Add two regular education classroom teachers for \$120,000
- Reduce MERS by \$28,000
- Reduce Unemployment Compensation by \$30,000
- Reduce Board of Education Food line by \$1,000
- Reduce Substitutes – Teachers by \$10,000

The adopted budget for 2015-2016 is \$22,048,750 (+4.0%).

I will furnish a detailed copy of the budget for you and the Town Council members prior to the meeting the Board of Education has with the Town Council on April 8, 2015.

Sincerely,

Rachel D. Leclerc

PAGE
BREAK



Smoke-Free Parks: A Win-Win for Everyone

A groundbreaking smoke-free park policy in Texas addresses the new, and harmful, trend of e-cigarettes and secondhand smoke

By Sue Beatty

On June 17, 2014, the El Paso (Texas) City Council approved changes to a smoke-free ordinance that was originally passed in 2001. Two ordinance changes affected the city's park and recreation system. The first was that beginning January 1, 2015, smoking will be banned on all city-owned or city-leased properties, including parks. The second was that electronic cigarettes are banned wherever smoking is banned. What this means is that beginning in 2015, there will be no smoking of any kind (including "vaping," as smoking e-cigarettes is known) allowed in El Paso city parks.

Exposure to secondhand smoke is unhealthy, even in outdoor spaces. Studies have found that levels of secondhand smoke in outdoor areas can be equal to amounts found inside where smoking is allowed. The U.S. Surgeon General's report in 2010 concluded there is no risk-free level of exposure to secondhand smoke, which causes almost 3,000 deaths

from lung cancer and 46,000 deaths from heart disease every year in the United States. Exposure to concentrated amounts of secondhand smoke outdoors can cause respiratory irritation and may trigger asthma attacks.

Cigarette butts are the most commonly littered item in the United States with more than 175 million pounds littered every year. Cigarette butts can re-

main in the environment for years and contain toxic ingredients that cause problems when ingested by children, pets or marine life.

The purpose of the El Paso Parks and Recreation Department is to provide indoor and outdoor leisure services to persons of all ages so they can develop skills, socialize, experience nature, relax and live a healthier lifestyle. Having smoke-free parks will help to ensure this purpose is met. In March 2013, the problem of smoking in parks was highlighted by the El Paso Clean Air Coalition. This group of dedicated individuals spent a Saturday morning at one of El Paso's most popular parks. The group placed a red flag at every spot they

found a cigarette butt. They were armed with 500 flags and quickly ran out. The flags were retrieved, and the team gathered in another part of the park and again used all 500 flags. Most alarming was the number of cigarette butts found in and around the playground.

Shortly afterward, members of the coalition approached the park and recreation department leadership to discuss the issue and gain the needed support to improve the current smoke-free ordinance to include a smoking ban in parks. The parks' leadership was immediately onboard and shared their dedication to offering the residents of El Paso a safe, healthy place to play. The issue was discussed with the neighborhood association leadership, who also pledged their support. Finally, coalition members engaged the general public about the issue at health fairs and events throughout the city. More than 1,000 endorsements were gathered from residents pledging their support of smoke-free parks. Letters of support also came in from area agencies such as the El Paso Medical Society, YMCA, Alpha Youth Leadership Academy, Creative Kids and the Housing Authority of El Paso.

Coalition members then took this information to individual members of the El Paso City Council in advance of the ordinance being placed on the city council agenda. Each city representative was visited and provided with information about the dangers of outdoor secondhand smoke, cigarette butt litter, electronic smoking devices and other information to be included in the proposed ordinance changes. The Department of Public Health director addressed the city council and asked for their vote to update the smoke-free ordi-



Each red flag marks the location of a littered cigarette butt found at this popular El Paso park.

nance. He stressed the need for parks that are free of smoke and the need to include a ban of electronic cigarettes in the same places that smoking is banned. Opponents of the ordinance change collected hundreds of signatures and made numerous pleas to the council to not support the proposed change. In all, more than 40 community members, pro and con, voiced their opinions to the city council. Despite the opposition (which was primarily about adding e-cigarettes to the smoking ban), the new ordinance changes passed with a vote of 6-1.

El Paso is proud to be a leader in smoke-free policy. In 2001, the city council passed one of the strongest smoke-free policies in the nation. The University of Texas at El Paso is a tobacco-free campus, and there are several local hospitals that have tobacco-free policies for their campuses as well. The updated, improved ordinance that passed in June 2014 will again move El Paso to the national forefront through the implementation and enforcement of a comprehensive smoke-free law that will protect our residents, including their children and pets.

The next step will be to educate the public about the new law. This will be done in several ways. The Department of Public Health will issue a press release in December 2014 reminding El Paso residents that beginning in January 2015, all

city parks will be smoke-free. The park and recreation department will post no-smoking signs at every park and make an announcement on their website. Park and recreation department employees will have an opportunity to attend an in-service program regarding the ordinance changes and to learn the best ways to approach smokers and enforce the new law. Luckily, it has been found that most smoke-free ordinances are self-enforcing once the public is aware of the law.

Department of Public Health Director Robert Resendes states, "This is truly a victory for the people of El Paso who expect to step outside their homes every day and breathe clean air, free from smoke, nicotine and any other contaminants caused by smoking and vaping."

Park and Recreation Department Director Tracy Novak adds, "Our primary concern in delivering our mission is to provide a safe environment for our users. This updated ordinance sends a strong message of leadership that we will not risk the public health of our young people and families due to cigarettes [and] their residue, as well as the new risk that vaping represents. Some of our most vulnerable residents are children at playgrounds, and this new ordinance protects them." 

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