



**TOWN OF MANSFIELD
TOWN COUNCIL MEETING
Monday, August 24, 2015
COUNCIL CHAMBERS
AUDREY P. BECK MUNICIPAL BUILDING
7:30 p.m.
AGENDA**

	Page
CALL TO ORDER	
ROLL CALL	
APPROVAL OF MINUTES.....	1
OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL	
REPORT OF THE TOWN MANAGER	
REPORTS AND COMMENTS OF COUNCIL MEMBERS	
OLD BUSINESS	
1. Storrs Center Update (Item #1, 07-27-15 Agenda) (Oral Report)	
2. Community/Campus Relations (Item #2, 07-27-15 Agenda) (Oral Report)	
3. Naming of Public Streets and Buildings in Storrs Center (Item #7, 06-08-15 Agenda)	7
NEW BUSINESS	
4. Challenge Program Update	15
5. Transfer of Uncollected Taxes to Property Tax Suspense Book	21
6. Agreement between the Town of Mansfield and Regional School District 19 for Parking Lot Services	31
QUARTERLY REPORTS (www.MansfieldCT.gov)	
REPORTS OF COUNCIL COMMITTEES	
DEPARTMENTAL AND ADVISORY COMMITTEE REPORTS	
PETITIONS, REQUESTS AND COMMUNICATIONS	
7. A. Kotula (8/13/15)	37
8. Registrars of Voters Responsibilities	41
9. Secretary of the State re: New Educational Requirements for Registrars of Voters	43
10. Town of Mansfield Prescription Drug Card Usage Report for June 2015.....	45
11. Facilities Management Department Request for Qualifications (RFQ) – Facilities Study and Conditions of Facilities Master Plan.....	47
12. Tolland 300 th Anniversary	61

13. Mansfield Minute – August 201563

14. Connecticut Water: In Your Community – July 2015 – All Permits in Place for
Uconn/Mansfield Pipeline67

FUTURE AGENDAS

EXECUTIVE SESSION

15. Personnel in accordance with Connecticut General Statutes §1-200(6)(a), Town Manager
Employment Agreement

ADJOURNMENT

REGULAR MEETING – MANSFIELD TOWN COUNCIL
July 27, 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

Ms. Moran moved and Mr. Marcellino seconded to approve the minutes of the July 13, 2015 meeting as presented. The motion passed with all in favor except Ms. Raymond, Mr. Ryan and Mr. Shapiro who abstained.

III. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

Arthur Smith, Mulberry Road, asked questions about the commuter club, the number of volunteer firefighters, and the RFQ process.

Christina Mailhos, Willington First Selectman, spoke to the proposal to bring a firearm training facility into a residential neighborhood in Willington and the possible impacts on the surrounding areas. Ms. Mailhos would appreciate any support the Council could offer.

Steph Summers, 4 Y Road Willington resident and organizer of the strategy group unWillington, described some of the wholesale changes the facility could make to their Town and asked for neighborly support to oppose this project.

IV. REPORT OF THE TOWN MANAGER

In addition to his written report the Town Manager thanked the Willington residents for their comments and offered the following remarks in response to questions raised during public comment:

- The referenced contracts for the Nash/Zimmer Transportation Center were with the Greater Hartford Transit District and the Federal Transit Agency
- The Nash/Zimmer Transportation Center is ADA accessible and the number of commuter club memberships available will be reported
- The Downtown Partnership is a 501 organization and is non-profit

The Town Manager will update the Council on any taxes due on the Nathan Hale Inn transfer.

Council members discussed Attorney Kevin Deenen's letter concerning Council/Staff Relations and the definition of the term "less precise" as found in the purchasing ordinance.

V. REPORTS AND COMMENTS OF COUNCIL MEMBERS

Ms. Moran moved and Mr. Ryan seconded to add Item 4a, Critical Care at Windham Hospital, to the agenda.

The motion passed unanimously.

July 27, 2015

Ms. Moran congratulated the Run for the Playground organizers for the success of the event and their continued dedication to building community support. Mayor Paterson noted that the Mansfield Junior League District 12 All-Star baseball squad won the Section 2 Junior League championship and offered congratulations to the players.

VI. OLD BUSINESS

1. Storrs Center Update

The Library Express is now open at the Nash/Zimmer Transportation Center. The Town Manager thanked the efforts of builder Johnny Walker and project coordinator Adam Delaura.

The Town Manager met with a juror from the Urban Land institute Global Awards for Excellence panel and noted what a great honor it is for the Storrs Center project to even be in contention. The Mayor and Town Manager attended the groundbreaking ceremony for the Main Street Homes. Mr. Hart stated that a review of the contracts and conversations with the funding agencies have not identified any limitations on the use of user fees in the Transportation Center. A report on estimated tax revenues at full build out for Storrs Center will be forthcoming as will additional information on the lawsuit regarding some of the assessments for Storrs Center.

2. Community/Campus Relations

Staff is preparing for the return of students and has been checking to see that the larger apartment complexes have plans in place. The NextGen Impact Study will be presented to the Council in late August or early September.

3. Fire Department Staffing and Structure

Chief Dave Dagon presented information on Fire Department structure and staffing. Also in attendance were Assistant Chief Thompson and President of the Volunteer Organization Michael Gergler.

The following information will be provided to members:

- The number of false alarms included in the 535 Fire/Rescue calls in 2014
- The number of structure fires in the 535 Fire/Rescue calls in 2014
- The number of structure fires which required a ladder response in 2014
- A comparison of the 12 hour shift model with other potential models
- Provide a full page copy of the Fire Services Staffing Comparison Minimum Staffing Model vs 5/4 Staffing Model slide.

Council members discussed the next steps.

Council members thanked Chief Dagon for his presentation and agreed the discussion would continue.

VII. NEW BUSINESS

4. Cancellation of August 10, 2015 Regular Town Council Meeting

Mr. Shapiro moved and Mr. Ryan seconded, to cancel the August 10, 2015 regular meeting of the Mansfield Town Council.

The motion passed unanimously.

July 27, 2015

4a. Critical Care at Windham Hospital

Ms. Moran moved and Mr. Ryan seconded a motion to approve the following resolution:

Whereas:

The Windham Community Hospital is a valued resource in our community, providing a full range of medical care to Mansfield residents for many years, and

Whereas:

Any other equivalent resource is nearly 30 minutes away, and not available by public transportation, making family access to patients much more difficult, as well as lengthening the time between admission and care, and

Whereas:

Hartford Hospital is proposing to close the Critical Care Unit, a service highly valued by Mansfield residents, and

Whereas:

The Windham Community Hospital is also an important employer in our region, The Mansfield Town Council expresses its strong support for the hospital and opposes the closing of the Critical Care Unit.

Mr. Kegler moved to amend the motion to add "Memorial" to the name of the hospital and to substitute, "since 1933" for "for many years."

Accepted as a friendly amendment the motion passed unanimously.

The resolution will be forwarded to the Board of the Windham Community Memorial Hospital.

VIII. REPORTS OF COUNCIL COMMITTEES

Mr. Ryan reminded members that the Finance Committee will be meeting on July 29, 2015 at 6:00 p.m.

Mr. Ryan also reported that the ad hoc Committee on the Naming of Streets and Buildings has met and have agreed to follow the philosophy previously established of naming the street after someone who has been important to the Town and who lived many years ago. The Committee is actively seeking suggestions and is interested in finding the name of a woman who fits the criteria. The next meeting will take place on August 5, 2015 at 5:00 p.m.

Ms. Moran reminded members to complete their Town Manager's evaluation.

IX. DEPARTMENTAL AND COMMITTEE REPORT

No comments offered

X. PETITIONS, REQUESTS AND COMMUNICATIONS

5. K. Deneen re: Ordinance 76-4 Purchasing – Ms. Wassmundt commented that she believes the Town has been improperly implementing this ordinance and asked what the role of the Council is in making sure ordinances are properly followed. Ms. Wassmundt distributed a communication she received from the Chair of the Finance Committee regarding the selection of BlumShapiro to provide financial and operational controls. (Communication attached)

July 27, 2015

6. T. Moran re: Ethics Code Referral – Gift Provisions
7. CT State Library re: Historic Documents Preservation Grant
8. State Police Firearms Training Facility Information

XI. FUTURE AGENDAS

Mr. Ryan suggested the request for support from Willington regarding the proposed firing range be scheduled on a future agenda.

Ms. Wassmundt reported she received an anonymous letter regarding the schedule and duties of the Registrars of Voters. A report on their duties will be provided.

XII. ADJOURNMENT

Mr. Shapiro moved and Ms. Moran seconded to adjourn the meeting at 10:40 p.m. The motion passed unanimously.

Elizabeth Paterson, Mayor

Mary Stanton, Town Clerk

July 27, 2015

----- Forwarded Message -----

From: "bonbill@charter.net" <bonbill@charter.net>

To: 'Elizabeth Wassmundt' <etwno1@sbcglobal.net>; "TrahanCA@MANSFIELDCT.org" <TrahanCA@MANSFIELDCT.org>; "jziplow@blumshapiro.com" <jziplow@blumshapiro.com>

Sent: Thursday, February 26, 2015 2:18 PM

Subject: RE: Request for Blum Shapiro

Dear Betty,

I know this can be a bit confusing but the reality is that we followed our Purchasing Ordinance in the BlumShapiro selection process. Essentially, the State completed Section 1 of the Ordinance by going out to bid for services and the State permits towns, school districts, and other non-profits to "piggyback" on their efforts. I suggest you visit the State Department of Administrative Services website. On the first page the statement is made: "By utilizing state contracts, DAS procurement staff helps local governments, schools, and non-profit organizations deliver high-quality products and services at the best possible price. By pooling and leveraging our spending, we can all save money together."

We discussed this practice at one of our Finance Committee meetings. Virginia Raymond acknowledged that this was a very common practice with her agency.

Jeff Ziplow will be at our March 9th meeting and you may raise this issue at that time, although I would prefer you did it before or after the meeting as it is not on our agenda.

Bill

From: "Elizabeth Wassmundt"

To: "Bill Ryan"

Cc:

PAGE
BREAK



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager
CC: Maria Capriola, Assistant Town Manager; John Carrington, Director of Public Works; Linda Painter, Director of Planning; Cynthia van Zelm, Executive Director, Mansfield Downtown Partnership; Mary Stanton, Town Clerk
Date: August 24, 2015
Re: Naming of Public Streets and Buildings in Storrs Center

Subject Matter/Background

As you are aware, the Town Council, at its June 8, 2015 meeting, authorized the appointment of an ad hoc committee to receive public input and recommend a name for the road being constructed east of the buildings at 34 Wilbur Cross Way and 40 Wilbur Cross Way.

The Ad Hoc Committee on Naming of Streets and Buildings, consisting of Mr. Ryan (Chair), Mr. Kegler and Mr. Marcellino met on July 6, 2015 and on August 5, 2015. The Ad Hoc Committee agreed to continue the philosophy of naming the street after someone in Mansfield's past who contributed to the Town in a significant manner. The Committee also agreed that they would like to name the street in honor of a woman. Town Historian Roberta Peters and local historian and author Rudy Favretti suggested a number of names and provided background information on each individual. Chief Dagon reviewed the suggested street names for any potential confusion with existing street names.

The Committee unanimously agreed to recommend to the Council that the street be named "Elsie Marsh Drive." Ms. Marsh was born in Mansfield in 1887 and was appointed as the Mansfield Library Association's first librarian in 1909. During her tenure she established branch libraries in Mansfield, provided books on a rotating basis to the thirteen one room schoolhouses, and established a children's book session at the library. Ms. Marsh was also hired as a reference librarian at the University of Connecticut where she worked for about 20 years while still serving as the librarian for the Mansfield Library Association. The attached article from the Friends of the Mansfield Library's newsletter and a nomination letter from Mr. Favretti provide additional information on Ms. Marsh's contribution to the Town.

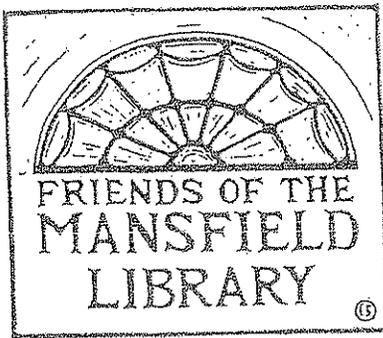
Recommendation

If the Town Council is in agreement with the Committee's recommendation the following resolution is in order:

RESOLVED, effective August 24, 2015, to approve the recommendation of the Ad Hoc Committee on Naming of Streets and Buildings to name the road being constructed east of the buildings at 34 Wilbur Cross Way and 40 Wilbur Cross Way Elsie Marsh Drive.

Attachments:

- 1) Excerpts from the Friends of the Library January 1994 Newsletter.
- 2) Email dated July 30, 2015 from Rudy Favretti nominating Ms. Marsh.
- 3) Minutes of the Ad Hoc Committee on Naming of Streets and Buildings.



Newsletter

Vol. XI, No. 1, January 1994

ELSIE GRAY MARSH, FIRST LIBRARIAN 1887 - 1966

For many years, one of the most widely known and loved persons in town was Miss Elsie Marsh, the first librarian of the Mansfield Library.

Elsie was born in Mansfield in 1887, the daughter of Dr. Elliot H. Marsh and Eunice Anthony Marsh. From her early childhood she loved books and had learned to read long before she went to school. She was a very serious student and excelled in her studies at Windham High School from which she graduated in the Class of 1904. In her youth, Elsie was not beautiful, but was graceful and sweet-looking, and was well-liked by the young people of Mansfield Center who considered her "brainy." Photographs, preserved in the Historical Society archives, show her participating in their social activities.

After high school, she took some courses at Columbia University School of Library Service, but never earned a degree, a fact which would cause her career disappointment in later life. Dr. Marsh had many patients in the area and Elsie often went with him on calls, driving the horse and buggy, and sometimes taking little puddings to the patients. Her offerings were not always appreciated because the Marshes were Seventh Day Adventists and used no seasonings and condiments in food, but people loved Elsie and, not to hurt her feelings, accepted her tasteless dishes.

The origins of the Mansfield Library go back to 1907, when several local families and summer residents organized a small subscription library. The books were kept in two large wooden cases in the ladies' parlor of the First Church of Christ, and Grace Wyman Homer has written elsewhere of how her mother and other women took turns opening the library two evenings a week and helping Elsie who was the unofficial and unpaid "librarian."

In 1909, the books were moved across Brown's Road to the upper floor of the old brick school and Elsie, at age 22, was appointed officially. The Library was open Tuesday afternoon and evening, and in the winter a fire had to be built in the wood stove early in the day to warm up the room. Kerosene lamps gave light for the readers, and odds and ends of furniture were donated.

Elsie's microscopic stipend, new books and supplies, janitor services and fuel were supported by private donations and the proceeds from a yearly Fourth of July entertainment. There would be a parade, pageants on the tennis court (now the lawn of the present parsonage), and food prepared by the Church ladies. One year, the pageant was a re-enactment of the Landing of the Pilgrims, staged on the river by the Willimantic Water Works—but that is another story. Mrs. Carrie Perry who lived next to the Library in "Idyl Manse" (now owned by the Holts), subsidized the pageants by ordering elaborate costumes from

New York, and Mrs. George Jenner and other ladies were key figures in the productions. All money from tickets and food sales went to benefit the Library, which became indispensable to its users.

Elsie's dream, encouraged by the Connecticut Public Library Committee, was to extend the Library's service and introduce more people to the joy of reading. She began by preparing boxes of books each month to be sent to the 13 schools—later 8, as consolidation took place. Then she began to include a few adult books in each school box for the children to take home to their parents. This met with such success that in 1916 she began to establish "branch units" or "extension stations" in the villages of Mansfield. These were in private homes, a general store, and a church, with one person, coached by Elsie, in charge. If that person could not get to the Library to pick up the books, the

grocer—the mailman—the doctor—the school supervisor—the bus driver—*anyone* going in that direction, would transport the books. One hard winter, when an outlying village was completely isolated by snow, the baskets of books got there by sled. Sturdy market baskets were the book containers. The villages of Spring Hill, Eagleville, Mansfield Hollow, Wormwood Hill, and Mansfield Four Corners regularly had extension stations, others sporadically. Elsie kept records of the reading tastes and preferences of each village and selected books accordingly.

Another extension service was the radio when few people had them. One of the neighbors near the Library did have an early radio, and an extension speaker was installed in the Library and the public was invited for special programs. Elsie so loved books and the privilege of reading that she would go out of her way for a fellow book-lover. If someone couldn't get to the Library



during open hours, she would leave the desired book in the unlocked vestibule; often she came over from her home to unlock the Library for someone's special need.

In the 1920's, the need for better facilities was pressing. Mr. Gilbert W. Chapin of Hartford maintained his wife's old family home in the Center and, after her death, retained a deep interest in the town. He donated a major portion of the funds for a new building on the site of the old school/library. The Marshes and Chapins had been close friends since Elsie's infancy, and there is no doubt that Mr. Chapin's affection for Elsie played a part in his decision to give money for the new Library which was built in 1926.

Elsie loved children and was important to the children who used the Library. Pupils who came looking for information for their school assignments were willingly and patiently taught how to use encyclopedias, dictionaries and atlases. She initiated Story Hours for young children, believing that early introduction to the library was important. She had a soft, expressive voice and read well, but she also recruited teachers and faculty wives to be story-tellers. (She also exercised the right of censorship. If she thought your mother wouldn't approve of your reading a certain book, she wouldn't let you take it out!)

Elsie had a very broad range of knowledge and a prodigious memory. To the casual observer she seemed vaguely disorganized, but she had a mind like a computer and a talent for digging out obscure information.

As the use of the Library grew, people wanted more access. Elsie, being an Adventist, went to church in Willimantic on Saturdays, so she often had the Library open on Sunday mornings for the convenience of the church-goers across the road. They could attend the service and pick up a week's supply of reading in one trip. She trained several women as assistants; among them Mrs. Jenner, her daughter Alice (Atkins), Sadie Franklin, and Ruth Oden. There were others whom I can't remember, but I don't think anyone was paid that much, if at all. Having greater access to the Library was a big step in the cultural life of the community, and people were glad to help.

In the late 20's or early 30's, Elsie was hired as a reference librarian at the College (now UConn). She and the legendary Edwina Whitney, the head librarian, were very close friends. Together they attended many librarians' conventions and meetings, and were both supporters of the Yale University Summer School for Librarians which was sponsored by the Connecticut Public Library Committee. Among these colleagues and associates, Elsie was recognized and respected for her work even though her skills were largely self-taught. Her lack of a degree and the fact that she could never advance to a higher level in the College Library was a bitter disappointment to her.

In 1933, Elsie wrote, under the aegis of the Department of Sociology of the College, a Sociological Report (Vol. VI, No.1) entitled "A Case-study of the Librarian in a Rural New England Town". It is well-written and professional, and contains a wealth of information which is significant to Mansfield history and the history of our Library. It is preserved in the archives of the Mansfield Historical Society.

Elsie's personal life was not what many people would choose. After her father died in 1923, she dutifully took care of her mother, who had some sort of disability and spent most of her time confined to her chair. Mrs. Marsh was also almost totally deaf and had a black tin ear trumpet which wasn't very effective. Elsie had a very soft voice and it was extremely difficult for

her to speak loudly, so for years she communicated with her mother only by writing. My mother, who was good friends with Elsie from childhood, said that she had once cared deeply for a young man but the feeling was not reciprocated. Elsie was timid and self-effacing and the young man may not have been aware of her feeling.

As Elsie aged, she faded and became more thin and fragile. One friend especially remembers her frail, blue-veined hands; I remember her as a quiet shadowy figure slipping in and out of College book-stacks. Her mother died in 1942 and Elsie's books and work became her whole life.

She had learned to drive a car (after a fashion!), but even those who loved her most shuddered when she got behind the wheel. When her eyesight failed and she could no longer drive, she had to retire from the College Library, but she continued her association with the Mansfield Library until she had to give that up, too, because of increasing deterioration of her vision and mental acuity. A sad end for one who loved reading and knowledge.

She died December 9, 1966, in the Natchaug Hospital at age 79. "Inanition" and "senility" were listed as contributing to her death. She had no immediate survivors. Distant cousins inherited her tiny estate, but her true legacy was to the people of Mansfield who still benefit from Elsie's part in the early years and development of the Mansfield Library. She would rejoice to see it today.

Althea D. Stadler

STAFF PROFILE: GINNY MASON

Ginny Mason has been custodian at Buchanan Center for ten years. She grew up in Plymouth, New Hampshire, and moved to Mansfield when she got married in 1961. She has four grown children and five grandchildren.

Ginny says she is a jack-of-all-trades at the Library. She takes care of the building inside and out, climbs ladders, runs the computer, and can fix anything. She is endlessly helpful to the Friends moving books and boxes on the stage.

Leisure time is scarce for Ginny, but she loves to read and garden. She enjoys taking care of her grandchildren. Ginny is fond of animals. She has three dogs, a cat, and two birds. She used to raise goats and is thinking about doing that again.

Many, many thanks to Ginny for all she does for the Friends of the Library and the community.

DUES, MEMBERSHIP, AND MONEY

We will be affixing red dots to the labels of several newsletters as a sign to some of you that you have forgotten to pay your dues in the Friends of the Library Year (Oct.-Sept.). Your dues and additional contributions are a main part of our income as we strive to support the Library financially. We thank all of you who have paid your dues and made most generous contributions.

For those of you who missed the annual meeting, we are enclosing the annual report. The \$12,800 contributed to the Town for book purchases in the past year enables the Library to continue to attract the streams of people we see using the services. We constantly need new Friends, so please help us in recruiting.

Jane Ann Bobbitt
Treasurer

TO: Bill Ryan and Mary Stanton
FROM: Rudy J. Favretti

RE: Street Name Nomination for Downtown Project

I write to nominate the name Elsie Marsh (1887-1966) for the new street to be named in the Downtown Project. At the July 20, 2015 meeting of the street naming committee, I passed out a sheet that covered Elsie Marsh's career, and below I will highlight her importance and why she is a likely candidate. The sheet that I distributed was prepared by Althea Stadler based on very careful and thorough research by Jan Scottron for a talk to the Mansfield Historical Society in May 1967, one year after Marsh's death. In essence, here are the important points that qualify her as a candidate:

- The Mansfield Library Association was founded in 1906 by a group of book-loving citizens.
- Elsie Marsh was appointed as their librarian in 1909 at a yearly salary of twenty dollars (\$20.00) paid quarterly. In 1913 the salary was doubled, and by 1917 her yearly salary was raised to seventy-two dollars (\$72.00).
- The library, housed in the upper floor of the old Mansfield Center School that stood at the northwest corner of Browns Road and Storrs Road was heated by a wood stove and lighted by kerosene lamps at first. Miss Marsh held forth on Tuesday afternoons and evenings, but spent many additional hours in management and she was perfectly willing to unlock the library for anyone who could not make the Tuesday hours.
- Marsh was ahead of her time in three major ways. (1) She essentially established branch libraries in Mansfield. She got the Association's Board of Directors to authorize the purchase of baskets and she would fill these with books to be distributed to the homes of people who agreed to act as branch librarians in their homes in Mansfield Hollow, Chestnut Hill, Conantville, Spring Hill, Wormwood Hill, Mansfield Depot and Merrow. (2) Also she provided books on a rotating basis to the thirteen one room schoolhouses in Mansfield. (3) She established a children's book session at the library, had patrons purchase books for it, and she called on mothers or other interested people to do readings when she wasn't able to. She also relied on interns from Connecticut State College (later UCONN) to help with the readings for the children.
- If she heard that someone was ill and could not get to the library she would ask the grocer, or the milkman, or the postman, or anybody to drop off a book to the person's home. She had a keen memory that recalled what topic/s interested each client.
- In the 1920s she was hired by her friend, Edwina Whitney, librarian at the College, to be reference librarian, a position she held for about two decades. She continued on as librarian for the Mansfield Library Association which was now situated in a new library building donated by Mr. Gilbert Chapin in 1926, with electricity and central heat (such as it was!)

- In those days before everyone had radios, but one neighbor near the library did, she arranged to have his radio attached to a loud speaker hooked-up in the library, and she would open the library on certain evenings for clients to come and listen.
- Elsie Marsh was also well published. In 1933 she wrote MANSFIELD CENTER LIBRARY: A CASE STUDY OF THE LIBRARY IN A RURAL NEW ENGLAND TOWN. The 18 page treatise was published by the Sociology Dept. at Connecticut State College (later UCONN), and highly acclaimed by those in the library field.
- Her career ended when Paul Alcorn, director of the library at the College decided that because Marsh did not have a degree in library science, though she had taken many courses at Columbia University, she should be replaced. This was sometime in the 1940s. This was a bitter and shocking blow to Marsh
- Marsh continued on as librarian for the Mansfield Library Association. When she died in 1966, the library went through several rough years, and in 1972 the Association turned their library building and their assets over to the town of Mansfield. Mansfield was late, compared to other towns in the region, to operate its own library, but thanks to Elsie Marsh and the association, the town was well served.

Elsie Marsh was Mansfield's first librarian and, therefore, deserves recognition.

July 30, 2015

Ad Hoc Committee on Naming of Streets and Building
July 6, 2015

1. Call to Order

Chair Bill Ryan called the special meeting of the Ad Hoc Committee on Naming of Streets and Buildings to order at 5:25 p.m. in Room B of the Audrey P. Beck Building. Present: Mr. Ryan, Mr. Kegler and Mr. Marcellino

2. Opportunity for the Public to Speak

No members of the public were in attendance.

3. Review of Charge from the Town Council

The Chair reviewed the location of the street to be named.

4. Discussion of Naming Philosophy

Members, by consensus, agreed to continue the philosophy of naming the street after someone in Mansfield's distant past.

5. Review of Potential Names

The Town Clerk noted that Town Historian Roberta Smith recommended the name of George Freeman during the last naming discussion. Members discussed naming the street after a female resident. The Town Clerk briefly reviewed the names of Mary Dunham, Susanna Wade, both were proprietors in the Town's original charter in 1703, and Hannah Bradford Ripley, the first physician in the settlement which included Windham and Mansfield. Roberta Smith and Rudy Favretti will be asked for their input on these and other names.

6. Set Next Meeting Date and Time

The Town Clerk will contact Ms. Peters and Mr. Favretti to see if they would be available to meet with the Committee at 5:00 p.m. on either July 20th or July 29th.

11. Adjournment

Mr. Ryan moved and Mr. Kegler seconded to adjourn the meeting at 5:45 p.m. The motion passed unanimously.

Respectfully submitted,

Mary Stanton
Town Clerk

Ad Hoc Committee on Naming of Streets and Building
August 5, 2015

1. Call to Order

Chair Bill Ryan called the special meeting of the Ad Hoc Committee on Naming of Streets and Buildings to order at 5:00 p.m. in Room C of the Audrey P. Beck Building.
Present: Mr. Ryan, Mr. Kegler and Mr. Marcellino

2. Opportunity for the Public to Speak

Mr. Favretti was asked by the Chair to participate in Item 4, Review and Consideration of Potential Names.

3. Approval of July 6, 2015 Minutes

Mr. Marcellino moved and Mr. Kegler seconded to approve the minutes of the July 6, 2015 minutes, as presented. The motion passed unanimously.

4. Review and Consideration of Potential Names

Committee members discussed the names under consideration. Mary Dunham, one of the signers of the originating charter, was eliminated because Dunham Pond Road has already been named in honor of Mary Dunham and her family and the Fire Chief expressed concern that the name Mary Dunham Drive was too similar to the existing street name. Local composer Alice Savin Davis's name is also too similar to an existing street. Susannah Wade, the other female signer of the originating charter, was a member of the Cross family which already has a Storrs Center street named in their honor. Mr. Favretti expressed his support for Elsie Marsh, the Mansfield Library Association's first librarian. Mr. Favretti highlighted the contributions Ms. Marsh made to the Town's literacy including a number of forward thinking outreach programs and a well-respected treatise she authored in 1933 titled, MANSFIELD CENTER LIBRARY: A CASE STUDY OF THE LIBRARY IN A RURAL NEW ENGLAND TOWN. The Town Clerk will ask Chief Dagon to review Elsie Marsh Drive. Mr. Kegler moved and Mr. Marcellino seconded to recommend the name Elsie Marsh Drive to the Council.
Motion passed unanimously.

5. Adjournment

Mr. Ryan moved and Mr. Kegler seconded to adjourn the meeting at 5:20 p.m.
The motion passed unanimously.

Respectfully submitted,

Mary Stanton
Town Clerk



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager
CC: Maria Capriola, Assistant Town Manager; Curt Vincente, Director of Parks & Recreation; Jay O'Keefe, Assistant Director of Parks & Recreation; Pat Schneider, Director of Human Services
Date: August 24, 2015
Re: Challenge Program Update

Subject Matter/Background

The Mansfield Challenge Program recently completed its 38 year. The program is designed to assist selected Mansfield youth to gain self-confidence as they develop the necessary skills to transition to high school. The program had run for 37 consecutive years, but was not funded in fiscal year 2013-14. The Town Council restored partial funding in fiscal year 2014-15 and the program successfully completed its 38th year this past June. Staff intends to update the Council with a summary and highlights of the program, including a brief presentation by staff and a volunteer high school student who is doing her Senior Project with a community connection to the Challenge Program.

Attachments

- 1) Communication to parents of Challenge participants



Mansfield
Parks & Recreation
Family, Fitness & Fun!



Curt A. Vincente, Director

10 South Eagleville Road
Storrs/Mansfield,
Connecticut 06268
Tel: (860) 429-3015

May 22, 2015

To the Parents/Guardian of

Your son/daughter is being considered for participation in the Mansfield Challenge 38 wilderness program sponsored by the Mansfield Parks and Recreation Department in cooperation with Mansfield Public Schools. The program consists of a five-day/four-night wilderness experience, which includes a 20-mile group backpacking and camping trip on the Appalachian Trail, a ten-mile white water canoe trip on the Housatonic River and a day of rock climbing and rappelling at St. John's Ledges in Kent, CT. The dates for the trip will be Sunday, June 21, 2015 through Thursday, June 25, 2015. The Mansfield Middle School Administration has excused Challenge participants from the half day of school on Monday, June 22nd. We will meet at E.O. Smith High School to pack on the evening before the trip on Saturday June 20th at 5:00 pm and will depart from E.O. Smith the next morning on Sunday, June 21st at 8:00 am.

The program is designed to challenge youth in a wilderness setting and is physically and emotionally demanding. In the past 37 years, the program has been successful in increasing self-understanding, self-confidence and the ability to work with others in a group setting. As part of the pre-Challenge program, participants will receive canoe instruction at Bicentennial Pond after school on Wednesday June 10th from 2:45 until 4:30pm. Students will need to be picked up at Bicentennial pond at 4:30. If there are any problems with transportation on that day, please call me in advance at E.O. Smith at 860-487-2213.

The staff of Mansfield's Challenge 38 program consists of teachers and counselors who are presently working in the Mansfield or E.O. Smith school systems or who have worked in our system in the past. I work at E.O. Smith as the Support Services Counselor and will provide the overall coordination of the program and participate directly in the canoeing and rock climbing segments of the trip. Mr. John Hodgson, a guidance counselor at E.O. Smith will direct the hiking/backpacking segment and will participate in the entire trip. Mr. Andy Bourquin, a Spanish teacher at E.O. Smith and Ms. Patricia Hamlin, the school psychologist at MMS, will participate in the hiking/backpacking segment of the trip. Ms. Jennifer McMunn, a teacher at MMS, Ms. Kate Bohannon, a counselor at Mansfield Youth Services, Mr. Michael Miller, a former track coach and instructional assistant at E.O. Smith and Mr. Carl Stensland, a former Challenge participant and currently an instructional assistant at E.O. Smith will serve as staff members for the entire trip. The white water canoe trip will be coordinated through Clark Outdoors of West Cornwall, CT. and the rock climbing segment will be directed by Mr. Alex Rivera, an outdoor educator with the Met Center School in Providence, R.I.

Enclosed please find the Town of Mansfield Activity Registration Form, the Student Statement of Goals and Cominitment Form, program Itinerary and Schedule, and Participant Equipment List. The completed Activity Registration Form and Student Statement of Goals and Commitment form must be returned to Ms. Candace Morell, the principal at MMS, as soon as possible but no later than Friday, June 5th.

There will be an informational meeting for all participants and parents on Tuesday, June 9th at 7:00pm in the Chorus room at E.O. Smith. The purpose of this meeting will be to explain the program in more detail and answer any questions or address any concerns. If you have any questions prior to the informational meeting, please contact me at E.O. Smith at 860-487-2213 during the day, or at 860-456-4958 in the evening.

Sincerely,


Chuck Leavens, Director
Mansfield Challenge Program

MANSFIELD CHALLENGE 38 PROGRAM - 2015

~SCHEDULE AND ITINERARY~

- Friday June 5 CHALLENGE 38-Permission Slips due to Ms. Morell
- Tues. June 9 7:00-8:00 PM - CHALLENGE 38 Informational Meeting in the Chorus Room at E.O. Smith
- Weds. June 10 2:45-4:30 PM - Canoe Clinic at Bicentennial Pond
(Meet in the main lobby of MMS at the end of school)
4:30 - Parents pick up students at Bicentennial Pond
- Sat. June 20 5:00 PM - Meet at E.O.Smith South Parking Lot to pack for CHALLENGE 38.
- Sun. June 21 8:00 AM at E.O.Smith - CHALLENGE 38 departs for Great Barrington, Mass. to begin 20-mile backpack trip on the Appalachian Trail. Hike and camp on trail
- Mon. June 22 Appalachian Trail Hike - Day 2
Camp on trail
- Tues. June 23 Appalachian Trail Hike - Day 3.
Transport to High Bank Youth Group Campground in Kent CT.
- Wed. June 24 Whitewater Canoe Trip on the Housatonic River starting in Falls Village and ending in Cornwall CT.
Camp at High Bank Youth Group Campground
- Thurs. June 25 Rock Climbing and Rappelling at Mt. St. John's Ledges.
Challenge 2-mile run and return to Mansfield.
Parents pick up Challenge participants at approximately 8:00 pm at the E.O. Smith south parking lot.

MANSFIELD CHALLENGE 38- EQUIPMENT LIST

Chapstick

Sunscreen

Insect repellent — no spray cans

1 Canteen/water bottle and mess kit (or spoon, unbreakable cup and bowl)

Flashlight — small (no 6 Volt) — new batteries

2 Plastic garbage bags

1 Pair Pants

2 Pairs shorts

5 Pairs underwear

3 Pairs socks

1 Warm jacket

1 Sweatshirt or thermal layers

1 summer cap and 1 knit hat

3 T-shirts

1 Rain jacket/Poncho

Bathing suit

Good sneakers or hiking boots (must be in good shape)

Old sneakers (that can get wet) or, water shoes for the canoe trip

Towel

Toothbrush/Paste



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager
CC: Maria Capriola, Assistant Town Manager; Cherie Trahan, Director of Finance; Christine Gamache, Collector of Revenue
Date: August 24, 2015
Re: Transfer of Uncollected Taxes to Property Tax Suspense Book

Subject Matter/Background

Attached please find the proposed transfer of uncollected taxes to the property tax suspense book, submitted for the Town Council's review and approval. As explained by the Collector of Revenue, the majority of the list items are motor vehicle account bills to taxpayers that the Town has been unable to locate. Additionally, 40% of the amount requested to be transferred represent personal property taxes on businesses that have closed. The additions to the suspense book total \$62,191.71.

Although the taxes are removed from the books as a current receivable they continue to remain collectible for 15 years from the original due date. From July 1, 2014 to date, the Town has successfully collected \$21,700 in outstanding suspense taxes and interest.

The Finance Committee will review this item at its meeting on August 19, 2015.

Recommendation

If the Finance Committee wishes to recommended approval of the transfers, the following motion would be in order:

Move, effective August 24, 2015, to transfer \$62,191.71 in uncollected property taxes to the Mansfield Property Tax Suspense Book, as recommended by the Collector of Revenue.

Attachments

- 1) List Summary
- 2) Process Suspense Report (Detail)

SUSPENSE LIST SUMMARY BY YEAR

June 10, 2015

<u>GL YEAR</u>	<u>TOTAL TAX</u>
2006 TOTAL	\$ 402.82
2007 TOTAL	532.42
2008 TOTAL	735.05
2009 TOTAL	2,254.94
2010 TOTAL	7,140.14
2011 TOTAL	18,387.13
2012 TOTAL	28,188.48
2013 TOTAL	<u>4,550.73</u>
GRAND TOTAL	\$ 62,191.71

Process Suspense Report

TOWN OF MANSFIELD Date: 06/10/2015 Time: 13:55:48

Page: 1

Condition (s): Year: , Type: 00 - ALL BILLS, Order: Bill Number, Total Only: No, Recap by Dist: No

Bill #	Dst	Name	Code	Reason	Date	Town Due/SuspDist	Due/SuspSewer	Due/Susp	Total
2006-02-0040046	0	AMERICAN DREAM IMPROV & DESIGN	07	OUT OF BUSINESS	04/22/2015	144.54			
2006-02-0040166	0	COMPUTER NETWORK SOLUTIONS, LLC	07	OUT OF BUSINESS	04/22/2015	258.28			
PERSONAL PROPERTY		# Of Acct: 2				402.82			
YR : 2006		TOTAL : 2				402.82			
2007-02-0040043	0	AMERICAN DREAM IMPROV & DESIGN	07	OUT OF BUSINESS	04/22/2015	191.04			
2007-02-0040165	0	COMPUTER NETWORK SOLUTIONS, LLC	07	OUT OF BUSINESS	04/22/2015	341.38			
PERSONAL PROPERTY		# Of Acct: 2				532.42			
YR : 2007		TOTAL : 2				532.42			
2008-02-0040041	0	AMERICAN DREAM IMPROV & DESIGN	07	OUT OF BUSINESS	04/22/2015	243.24			
2008-02-0040165	0	COMPUTER NETWORK SOLUTIONS, LLC	07	OUT OF BUSINESS	04/22/2015	434.66			
PERSONAL PROPERTY		# Of Acct: 2				677.90			
2008-03-0059418	0	SMITH LISA M	02	CANNOT LOCATE	05/20/2015	57.15			
MV REGULAR		# Of Acct: 1				57.15			
YR : 2008		TOTAL : 3				735.05			
2009-02-0040023	0	ADVANCED LASER AESTHETICS	07	OUT OF BUSINESS	04/22/2015	369.58			
2009-02-0040039	0	AMERICAN DREAM IMPROV & DESIGN	07	OUT OF BUSINESS	04/22/2015	304.06			
2009-02-0040156	0	COMPUTER NETWORK SOLUTIONS, LLC	07	OUT OF BUSINESS	04/22/2015	543.34			
2009-02-0040366	0	K2E MANAGEMENT	07	OUT OF BUSINESS	04/22/2015	92.09			
2009-02-0040371	0	KIM HELLEN	07	OUT OF BUSINESS	04/22/2015	369.58			
2009-02-0040545	0	RAGGI REMODELING	07	OUT OF BUSINESS	04/22/2015	112.48			
PERSONAL PROPERTY		# Of Acct: 6				1,791.13			
2009-03-0050685	0	BELL JR DAVID	08	EXPIRED REGISTRATION	05/20/2015	98.04			
2009-03-0054005	0	GWOZDZ PATRICIA M	03	DECEASED	05/20/2015	182.67			
2009-03-0054006	0	GWOZDZ PATRICIA M	03	DECEASED	05/20/2015	39.59			
2009-03-0059359	0	SMITH LISA M	02	CANNOT LOCATE	05/20/2015	56.25			
MV REGULAR		# Of Acct: 4				376.55			
2009-04-0088677	0	HOPKINS ERIC P	06	OTHER	05/20/2015	33.29			
2009-04-0089450	0	SPRING HILL BED AND	07	OUT OF BUSINESS	05/20/2015	53.97			
MV SUPPLEMENTAL		# Of Acct: 2				87.26			
YR : 2009		TOTAL : 12				2,254.94			
2010-02-0040009	0	ABC DAYCARE	04	BANKRUPTCY	04/22/2015	71.38			
2010-02-0040023	0	ADVANCED LASER AESTHETICS	07	OUT OF BUSINESS	04/22/2015	479.42			
2010-02-0040041	0	AMERICAN DREAM IMPROV & DESIGN	07	OUT OF BUSINESS	04/22/2015	394.42			
2010-02-0040157	0	COMPUTER NETWORK SOLUTIONS, LLC	07	OUT OF BUSINESS	04/22/2015	704.78			
2010-02-0040360	0	K2E MANAGEMENT	07	OUT OF BUSINESS	04/22/2015	254.48			
2010-02-0040366	0	KIM HELLEN	07	OUT OF BUSINESS	04/22/2015	479.42			
PERSONAL PROPERTY		# Of Acct: 6				2,383.90			
2010-03-0050257	0	ARNOTT GILLIAN	01	SMALL BALANCE	05/20/2015	0.00			
2010-03-0050741	0	BENTLEY GARY L	02	CANNOT LOCATE	05/20/2015	33.62			
2010-03-0051240	0	BURNORE MICHELLE	01	SMALL BALANCE	05/20/2015	0.61			
2010-03-0052773	0	EATON-SPRING CAROLE	05	MOVED OUT OF STATE	05/20/2015	148.72			
2010-03-0053652	0	COLOB SHARON L OR	05	MOVED OUT OF STATE	05/20/2015	116.27			
2010-03-0053867	0	GRESKO BRENDA L	01	SMALL BALANCE	05/20/2015	6.72			

Process Suspense Report

TOWN OF MANSFIELD Date: 06/10/2015 Time: 13:55:48

Condition (s): Year: , Type: 00 - ALL BILLS, Order: Bill Number, Total Only: No, Recap by Dist: No

Bill #	Dst	Name	Code	Reason	Date	Town Due/Susp	Dist Due/Susp	Sewer Due/Susp	Total
2010-03-0053916	0	GWOZDZ PATRICIA M	03	DECEASED	05/20/2015	182.09			
2010-03-0054397	0	HOPKINS ERIC P	06	OTHER	05/20/2015	58.94			
2010-03-0054445	0	HOWLETT VICKIE L	03	DECEASED	05/20/2015	117.21			
2010-03-0055383	0	Lajoie Charles E	08	EXPIRED REGISTRATION	05/20/2015	163.90			
2010-03-0055698	0	LI XIANG AND	05	MOVED OUT OF STATE	05/20/2015	176.49			
2010-03-0055998	0	MADUKA OBINNA A	01	SMALL BALANCE	05/20/2015	0.11			
2010-03-0059279	0	SMITH LISA M	02	CANNOT LOCATE	05/20/2015	52.29			
2010-03-0059441	0	SPRING HILL BED AND	07	OUT OF BUSINESS	05/20/2015	65.37			
2010-03-0059471	0	STAFFORD LISA M	05	MOVED OUT OF STATE	05/20/2015	157.81			
2010-03-0060431	0	VILLAR ANDRES R	02	CANNOT LOCATE	05/21/2015	67.23			
2010-03-0060988	0	WOODWARD LAWRENCE G	02	CANNOT LOCATE	05/21/2015	247.46			
2010-03-0061295	0	BELL JR DAVID	08	EXPIRED REGISTRATION	05/21/2015	163.39			
MV REGULAR		# Of Acct: 18				1,758.31			
2010-04-0080019		ALAHMARI ABDULLAH M	02	CANNOT LOCATE	05/21/2015	70.78			
2010-04-0080023		ALHABLANI FAISAL O	02	CANNOT LOCATE	05/21/2015	105.79			
2010-04-0080027		ALKTEI SALEM R	02	CANNOT LOCATE	05/21/2015	326.03			
2010-04-0080033		ALMULHIM HUSSAM	01	SMALL BALANCE	05/21/2015	7.46			
2010-04-0080041		AMBOISE KETSYA M	02	CANNOT LOCATE	05/21/2015	109.49			
2010-04-0080165		BOOKER IAN T	02	CANNOT LOCATE	05/21/2015	77.43			
2010-04-0080182		BRANHAM JEFFREY R	02	CANNOT LOCATE	05/21/2015	14.33			
2010-04-0080253		CHAN KIMLOONGSHAUN	02	CANNOT LOCATE	05/21/2015	77.59			
2010-04-0080306		CONLON SANDRA J	02	CANNOT LOCATE	05/21/2015	30.15			
2010-04-0080449		EATON-SPRING CAROLE A	05	MOVED OUT OF STATE	05/21/2015	152.34			
2010-04-0080469		ESLIN KARYN T	08	EXPIRED REGISTRATION	05/21/2015	343.16			
2010-04-0080500		FLGRES-PEREZ CARLOS A	02	CANNOT LOCATE	05/21/2015	79.27			
2010-04-0080592		GRESKO BRENDA L	02	CANNOT LOCATE	05/21/2015	23.78			
2010-04-0080677		HOPKINS ERIC P	06	OTHER	05/21/2015	77.67			
2010-04-0080692		HUA MIN	02	CANNOT LOCATE	05/21/2015	399.19			
2010-04-0080693		HUA MIN	02	CANNOT LOCATE	05/21/2015	11.47			
2010-04-0080709		IRIZARRY JOSE D	06	OTHER	05/21/2015	13.34			
2010-04-0080759		JUNG YEONGHUN	02	CANNOT LOCATE	05/21/2015	368.69			
2010-04-0080893		LEGACLT CYNTHIA A	04	BANKRUPTCY	05/21/2015	10.40			
2010-04-0080921		LIU KAI-CHIANG	02	CANNOT LOCATE	05/21/2015	364.72			
2010-04-0081160		NOVACK THOMAS M	10	EXPIRED OR SUSPENDED	05/21/2015	35.16			
2010-04-0081224		PFEIFFER DAVID A	02	CANNOT LOCATE	05/21/2015	51.23			
2010-04-0081358		SANCHEZ BARBARA M	02	CANNOT LOCATE	05/21/2015	52.29			
2010-04-0081640		VILLAR ANDRES R	02	CANNOT LOCATE	05/21/2015	73.24			
2010-04-0081712		WOODWARD LAWRENCE G	02	CANNOT LOCATE	05/21/2015	38.82			
2010-04-0081727		YANG GUILIAN	02	CANNOT LOCATE	05/21/2015	55.11			
MV SUPPLEMENTAL		# Of Acct: 26				2,397.93			
YR : 2010		TOTAL : 50				7,140.14			
2011-02-0040005		ABC DAYCARE	04	BANKRUPTCY	04/22/2015	181.98			
2011-02-0040012		ADVANCED COMMUNITY INTEGRATION LLC	07	OUT OF BUSINESS	04/22/2015	113.00			
2011-02-0040013		ADVANCED LASER AESTHETICS	07	OUT OF BUSINESS	04/22/2015	609.56			
2011-02-0040033		AMERICAN DREAM IMPROV & DESIGN	07	OUT OF BUSINESS	04/22/2015	6.79			
2011-02-0040044		ART GUYS UNLIMITED LLC	07	OUT OF BUSINESS	04/22/2015	14.64			
2011-02-0040150		COMPUTER NETWORK SOLUTIONS, LLC	07	OUT OF BUSINESS	04/22/2015	897.15			
2011-02-0040267		GIRARD JASON	03	DECEASED	04/22/2015	3.79			
2011-02-0040276		GREYLEDGE EQUESTRIAN WETDOWN SYSTEMS LLC	07	OUT OF BUSINESS	04/22/2015	107.28			
2011-02-0040326		JACK RABBITS OF STORRS LLC	07	OUT OF BUSINESS	04/22/2015	1,970.74			
2011-02-0040342		K2E MANAGEMENT	07	OUT OF BUSINESS	04/22/2015	323.96			
2011-02-0040350		KIM HELLEN	07	OUT OF BUSINESS	04/22/2015	609.86			
2011-02-0040398		MANSFIELD GENERAL STORE	07	OUT OF BUSINESS	04/22/2015	174.10			

-24-

Process Suspense Report

TOWN OF MANSFIELD Date: 06/10/2015 Time: 13:55:40

Condition (s): Year: , Type: 00 - ALL BILLS, Order: Bill Number, Total Only: No, Recap by Dist: No

Bill #	Dst Name	Code	Reason	Date	Town Due/SuspDist Due/SuspSewer Due/Susp	Total
2011-02-0040407	MANVILLE CHRISTOPHER W	07	OUT OF BUSINESS	04/22/2015		243.06
2011-02-0040412	ESTOCCASIONS	07	OUT OF BUSINESS	04/22/2015		331.44
2011-02-0040493	PB&G LLC	07	OUT OF BUSINESS	04/22/2015		226.11
2011-02-0040517	PROFESSIONAL RESOURCE GROUP	07	OUT OF BUSINESS	04/22/2015		8.42
2011-02-0040520	PYRAPHERNALIA-BIG DOG BASICS	07	OUT OF BUSINESS	04/22/2015		2.00
2011-02-0040570	SEDITO BRAD	07	OUT OF BUSINESS	04/22/2015		331.44
2011-02-0040682	WARD TOM	01	SMALL BALANCE	04/22/2015		1.69
PERSONAL PROPERTY	# Of Acct: 19					6,357.36
2011-03-0050105	ALAHMARI ABDULLAH M	02	CANNOT LOCATE	05/21/2015		126.57
2011-03-0050129	ALHABLANI FAISAL O	02	CANNOT LOCATE	05/21/2015		124.66
2011-03-0050135	ALKEYLANI ABD U	01	SMALL BALANCE	05/21/2015		7.00
2011-03-0050138	ALKTEBI SALEM R	02	CANNOT LOCATE	05/21/2015		603.77
2011-03-0050168	ALMULHIM HUSSAM	02	CANNOT LOCATE	05/21/2015		311.80
2011-03-0050172	ALSAMRI JAMAL	02	CANNOT LOCATE	05/21/2015		184.96
2011-03-0050173	ALSAMRI JAMAL	02	CANNOT LOCATE	05/21/2015		67.90
2011-03-0050186	AMBOISE KETSYA M	02	CANNOT LOCATE	05/21/2015		160.61
2011-03-0050313	ATWOOD CASSANDRA L	02	CANNOT LOCATE	05/21/2015		332.71
2011-03-0050752	SENTLEY GARY L	02	CANNOT LOCATE	05/21/2015		34.22
2011-03-0050944	BOOKER IAN T	02	CANNOT LOCATE	05/21/2015		98.05
2011-03-0051061	BRANHAM JEFFREY R	02	CANNOT LOCATE	05/21/2015		56.49
2011-03-0051241	BURNORE MICHELLE	08	EXPIRED REGISTRATION05/21/2015			54.32
2011-03-0051517	CHAN KINLOONGSHAUN	02	CANNOT LOCATE	05/21/2015		113.26
2011-03-0051586	CHEN TAO	02	CANNOT LOCATE	05/21/2015		420.17
2011-03-0051837	CONLON SANDRA J	02	CANNOT LOCATE	05/21/2015		57.04
2011-03-0052750	EATON-SPRING CAROLE A	05	MOVED OUT OF STATE	05/21/2015		152.10
2011-03-0052895	ESLIN KARYN T	06	EXPIRED REGISTRATION05/21/2015			437.82
2011-03-0053145	FLORES-PEREZ CARLOS A	02	CANNOT LOCATE	05/21/2015		84.20
2011-03-0053592	GOLOB SHARON L OR	05	MOVED OUT OF STATE	05/21/2015		113.26
2011-03-0053751	GRESKO BRENDA L	02	CANNOT LOCATE	05/21/2015		34.76
2011-03-0053849	GWOZDZ PATRICIA M	03	DECEASED	05/21/2015		79.04
2011-03-0054320	HOPKINS ERIC P	06	OTHER	05/21/2015		181.97
2011-03-0054321	HOPKINS ERIC P	06	OTHER	05/21/2015		60.84
2011-03-0054385	HUA MIN	02	CANNOT LOCATE	05/21/2015		1,009.54
2011-03-0054486	IRIZARRY JOSE D	06	OTHER	05/31/2015		13.58
2011-03-0054733	JUNG YEONGHUN	02	CANNOT LOCATE	05/21/2015		387.84
2011-03-0054843	KELLEHER JACQUELINE OR	02	CANNOT LOCATE	05/21/2015		88.54
2011-03-0054844	KELLEHER JACQUELINE P	02	CANNOT LOCATE	05/21/2015		262.37
2011-03-0054959	KIM JAEHYUK	02	CANNOT LOCATE	05/21/2015		497.57
2011-03-0055095	KOLBE TAMMY G	02	CANNOT LOCATE	05/21/2015		17.19
2011-03-0055229	KURULAY MUHAMMET	05	MOVED OUT OF STATE	05/21/2015		72.25
2011-03-0055300	LAJOIE CHARLES E	08	EXPIRED REGISTRATION05/21/2015			163.50
2011-03-0055522	LEGAULT STEPHEN L	08	EXPIRED REGISTRATION05/21/2015			381.33
2011-03-0055690	LIU KAI-CHIANG	02	CANNOT LOCATE	05/21/2015		344.66
2011-03-0055776	LOUKAS DAVINE	06	OTHER	05/21/2015		299.03
2011-03-0055813	LUCAS MAUREEN M	02	CANNOT LOCATE	05/21/2015		297.95
2011-03-0056062	MARDON IAN O	08	EXPIRED REGISTRATION05/21/2015			67.63
2011-03-0056073	MARKEL SCOTT E	02	CANNOT LOCATE	05/21/2015		86.40
2011-03-0057206	NOVACK THOMAS M	10	EXPIRED OR SUSPENDED05/21/2015			49.70
2011-03-0057396	PAGLIONE KARA M	05	MOVED OUT OF STATE	05/21/2015		54.02
2011-03-0057541	PAYNE SOMER J	03	DECEASED	05/21/2015		116.52
2011-03-0057691	PFEIFFER DAVID A	02	CANNOT LOCATE	05/21/2015		63.28
2011-03-0057951	QUICK CHARLES A	02	CANNOT LOCATE	05/21/2015		10.11
2011-03-0058075	REID WALTER L JR	10	EXPIRED OR SUSPENDED05/21/2015			510.06
2011-03-0058077	REIDY LACHLAN J	02	CANNOT LOCATE	05/21/2015		94.52
2011-03-0058436	ROTE STEVEN J	02	CANNOT LOCATE	05/21/2015		4.18

Process Suspense Report

TOWN OF MANSFIELD Date: 06/10/2015 Time: 13:55:46

Condition (s): Year: , Type: 00 - ALL BILLS, Order: Bill Number, Total Only: No, Recap by Dist: No

- 26 -

Bill #	Dst Name	Code	Reason	Date	Town Due/SuspDist	Due/SuspSewer	Due/Susp	Total
2011-03-0058440	ROUHI-YOUSSEFI MEHRNAZ	02	CANNOT LOCATE	05/21/2015				127.36
2011-03-0058584	SANCHEZ BARBARA M	02	CANNOT LOCATE	05/21/2015				48.89
2011-03-0059297	SPRING HILL BED AND	02	CANNOT LOCATE	05/21/2015				169.21
2011-03-0059298	SPRING HILL BED AND	02	CANNOT LOCATE	05/21/2015				66.00
2011-03-0059328	STAFFORD LISA M	02	CANNOT LOCATE	05/21/2015				150.74
2011-03-0059339	STANLEY MABERRY	04	BANKRUPTCY	05/21/2015				6.15
2011-03-0059689	TANG CHENQIONG	02	CANNOT LOCATE	05/21/2015				122.22
2011-03-0060230	VILLAR ANDRES R	02	CANNOT LOCATE	05/21/2015				94.25
2011-03-0060361	WANG YUN	01	SMALL BALANCE	05/21/2015				0.02
2011-03-0060754	WOODWARD LAWRENCE G	02	CANNOT LOCATE	05/21/2015				302.93
2011-03-0060831	YANG GUILIAN	02	CANNOT LOCATE	05/21/2015				83.11
2011-03-0060967	ZHAO YAN	01	SMALL BALANCE	05/21/2015				1.27
2011-03-0061347	PCPELESKI CHRISTINA M	02	CANNOT LOCATE	05/21/2015				162.96
MV REGULAR	# OF Acct: 60							10,146.52
2011-04-0080025	ALJOHANI SULTAN A	02	CANNOT LOCATE	05/21/2015				156.22
2011-04-0080210	BURNORE MICHELLE J	08	EXPIRED REGISTRATION	05/21/2015				56.49
2011-04-0080293	CLEMENT RONALD W	05	MOVED OUT OF STATE	05/21/2015				100.76
2011-04-0080337	CUSTOM RIGGERS AND	08	EXPIRED REGISTRATION	05/21/2015				243.90
2011-04-0080338	CUSTOM RIGGERS RECYCLERS	08	EXPIRED REGISTRATION	05/21/2015				325.25
2011-04-0080523	FRANZ JANICE M	01	SMALL BALANCE	05/21/2015				1.98
2011-04-0080655	HANDLY SUKI L	06	OTHER	05/21/2015				137.97
2011-04-0080832	KING OBERLIN KATHRYN M	05	MOVED OUT OF STATE	05/21/2015				265.35
2011-04-0080947	LIU JUN	02	CANNOT LOCATE	05/21/2015				149.62
2011-04-0081019	MAROUSKI DEBORAH A	06	OTHER	05/21/2015				33.30
2011-04-0081035	MARTONE CATHERINE MARY	02	CANNOT LOCATE	05/21/2015				170.56
2011-04-0081036	MASITA SLLA	02	CANNOT LOCATE	05/21/2015				53.15
2011-04-0081194	NOVELLINO-BENDA RODOLFO	02	CANNOT LOCATE	05/21/2015				95.60
2011-04-0081363	RIEGE KARA K	01	SMALL BALANCE	05/21/2015				1.28
2011-04-0081364	RINALDI NICKOLAS R	01	SMALL BALANCE	05/21/2015				2.79
2011-04-0081482	SHUMBO KELEIGH S	02	CANNOT LOCATE	05/21/2015				11.30
2011-04-0081721	WANNER JEAN	02	CANNOT LOCATE	05/21/2015				249.60
2011-04-0081831	ZAIMOFF YOLANDA MELINDA	02	CANNOT LOCATE	05/21/2015				27.00
MV SUPPLEMENTAL	# OF Acct: 18							2,083.15
YR : 2011	TOTAL : 97							18,387.13
2012-02-0040013	ADVANCED COMMUNITY INTEGRATION LLC	07	OUT OF BUSINESS	04/22/2015				145.34
2012-02-0040014	ADVANCED LASER AESTHETICS	07	OUT OF BUSINESS	04/22/2015				659.06
2012-02-0040035	AMERICAN DREAM IMPROV & DESIGN	07	OUT OF BUSINESS	04/22/2015				8.66
2012-02-0040046	ART GUYS UNLIMITED LLC	07	OUT OF BUSINESS	04/22/2015				143.66
2012-02-0040058	AUTOMOTIVE CONSULTANTS LLC	07	OUT OF BUSINESS	04/22/2015				5.25
2012-02-0040102	BRUNO LUIS A	07	OUT OF BUSINESS	04/27/2015				394.84
2012-02-0040157	COMPUTER NETWORK SOLUTIONS, LLC	07	OUT OF BUSINESS	04/22/2015				969.60
2012-02-0040178	D & L WELDING LLC	07	OUT OF BUSINESS	04/22/2015				8.97
2012-02-0040230	EVOLUTIONS TECHNOLOGIES INC	07	OUT OF BUSINESS	04/27/2015				360.00
2012-02-0040231	EWALT ANDREW W ESQ	07	OUT OF BUSINESS	04/27/2015				79.66
2012-02-0040276	GIRARD JASON	03	DECEASED	04/22/2015				200.12
2012-02-0040283	GREYLEDGE EQUESTRIAN WETDOWN SYSTEMS LLC	07	OUT OF BUSINESS	04/22/2015				138.08
2012-02-0040302	HEALING TRAIL THE	07	OUT OF BUSINESS	04/22/2015				2.00
2012-02-0040337	JACK RABBITS OF STORRS LLC	07	OUT OF BUSINESS	04/22/2015				2,535.08
2012-02-0040340	JARNOVAL BAY B&B	07	OUT OF BUSINESS	04/22/2015				0.82
2012-02-0040347	JOHN THERESE REFLEXOLOGY	07	OUT OF BUSINESS	04/22/2015				0.23
2012-02-0040354	KZE MANAGEMENT	07	OUT OF BUSINESS	04/22/2015				350.22
2012-02-0040363	KIM HELLEN	07	OUT OF BUSINESS	04/22/2015				659.06
2012-02-0040412	MANSFIELD GENERAL STORE	07	OUT OF BUSINESS	04/22/2015				116.00

Process Suspense Report

TOWN OF MANSFIELD Date: 06/10/2015 Time: 13:55:48

Condition (s): Year: , Type: 00 - ALL BILLS, Order: Bill Number, Total Only: No, Recap by Dist: No

Bill #	Dist Name	Code	Reason	Date	Town Due/SuspDist	Due/SuspSewer	Due/Susp	Total
2012-02-0040420	MANVILLE CHRISTOPHER W	07	OUT OF BUSINESS	04/22/2015	264.14			
2012-02-0040424	ESTOCCASIONS	07	OUT OF BUSINESS	04/22/2015	358.04			
2012-02-0040448	MINIUTTI NATALIE & PETER	07	OUT OF BUSINESS	04/27/2015	33.37			
2012-02-0040486	NILSON ROSE	01	SMALL BALANCE	04/22/2015	0.34			
2012-02-0040514	PB&G LLC	07	OUT OF BUSINESS	04/22/2015	355.24			
2012-02-0040531	PORTER'S MOBILE DETAILING	07	OUT OF BUSINESS	04/22/2015	107.62			
2012-02-0040534	PROFESSIONAL RESOURCE GROUP	07	OUT OF BUSINESS	04/22/2015	10.99			
2012-02-0040537	PYRAPHERNALIA-BIG DOG-BASICS	07	OUT OF BUSINESS	04/22/2015	65.12			
2012-02-0040584	SEBITO BRAD	07	OUT OF BUSINESS	04/22/2015	358.04			
2012-02-0040604	SOUTHWEST STONE JEWELRY	01	SMALL BALANCE	04/22/2015	1.82			
PERSONAL PROPERTY	# Of Acct: 29							8,331.38
2012-03-0050083	AGGISON SHON S	05	MOVED OUT OF STATE	05/21/2015	69.60			
2012-03-0050104	ALAHMARI ABDULLAH M	02	CANNOT LOCATE	05/21/2015	114.04			
2012-03-0050123	ALHABLANI FAISAL A	02	CANNOT LOCATE	05/21/2015	118.51			
2012-03-0050131	ALJOHANI SULTAN A	02	CANNOT LOCATE	05/21/2015	97.55			
2012-03-0050135	ALKTEBI SALEM R	02	CANNOT LOCATE	05/21/2015	625.24			
2012-03-0050169	ALMULHIM HUSSAM	02	CANNOT LOCATE	05/21/2015	260.21			
2012-03-0050172	ALSAMRI JAMAL	02	CANNOT LOCATE	05/21/2015	51.99			
2012-03-0050173	ALSAMRI JAMAL	02	CANNOT LOCATE	05/21/2015	64.56			
2012-03-0050186	AMBOISE KETSYA M	02	CANNOT LOCATE	05/21/2015	183.07			
2012-03-0050227	ANDERSON WILLIAM D	05	MOVED OUT OF STATE	05/21/2015	46.03			
2012-03-0050280	ARITA YOSUKE	02	CANNOT LOCATE	05/21/2015	267.20			
2012-03-0050293	ASADOORIAN SARAH M	01	SMALL BALANCE	05/21/2015	4.47			
2012-03-0050317	ATWOOD CASSANDRA L	02	CANNOT LOCATE	05/21/2015	175.67			
2012-03-0050426	BAHRAMIBALAJADEH HAFEZ	01	SMALL BALANCE	05/21/2015	0.38			
2012-03-0050543	BARRETO JESUS A	05	MOVED OUT OF STATE	05/21/2015	102.30			
2012-03-0050935	BOGGIO JEFFREY J	01	SMALL BALANCE	05/21/2015	2.70			
2012-03-0051074	BRANHAM JEFFREY R	02	CANNOT LOCATE	05/21/2015	55.18			
2012-03-0051165	BROWN DEBORAH A	03	DECEASED	05/21/2015	666.33			
2012-03-0051176	BROWN MICHAEL JOHN	02	CANNOT LOCATE	05/21/2015	48.91			
2012-03-0051275	BURNORE MICHELLE J	08	EXPIRED REGISTRATION	05/21/2015	105.09			
2012-03-0051538	CHAN KINLOONGSHAUN	02	CANNOT LOCATE	05/21/2015	198.73			
2012-03-0051711	CINAR-DOLGUN GULSUM	02	CANNOT LOCATE	05/21/2015	65.68			
2012-03-0051761	CLEMENT RONALD W	05	MOVED OUT OF STATE	05/21/2015	96.99			
2012-03-0051850	CONLON SANDRA J	02	CANNOT LOCATE	05/21/2015	53.94			
2012-03-0052092	CROWNE JENNIFER L	01	SMALL BALANCE	05/21/2015	6.11			
2012-03-0052104	CUI YUAN	96	OTHER	05/21/2015	494.44			
2012-03-0052125	CUSTOM RIGGERS AND	08	EXPIRED REGISTRATION	05/21/2015	228.35			
2012-03-0052126	CUSTOM RIGGERS RECYCLERS	08	EXPIRED REGISTRATION	05/21/2015	352.73			
2012-03-0052260	DEES AMBER C	01	SMALL BALANCE	05/21/2015	2.23			
2012-03-0052418	DIMOCK RISLEY L COM	08	EXPIRED REGISTRATION	05/21/2015	105.65			
2012-03-0052606	DUGAS HEATHER A OR	03	DECEASED	05/21/2015	50.03			
2012-03-0052729	EATON-SPRING CAROLE A	05	MOVED OUT OF STATE	05/21/2015	133.04			
2012-03-0052872	ESLIN BROCK K	05	MOVED OUT OF STATE	05/21/2015	271.39			
2012-03-0052873	ESLIN KARYN T	08	EXPIRED REGISTRATION	05/21/2015	369.22			
2012-03-0052981	FENG YANI	01	SMALL BALANCE	05/21/2015	0.72			
2012-03-0053128	FLORES-PEREZ CARLOS A	02	CANNOT LOCATE	05/21/2015	81.61			
2012-03-0053206	FRANZ JANICE M	02	CANNOT LOCATE	05/21/2015	127.17			
2012-03-0053207	FRANZ JANICE M	02	CANNOT LOCATE	05/21/2015	165.46			
2012-03-0053340	GANKOFSKIE BETH T	05	MOVED OUT OF STATE	05/21/2015	72.95			
2012-03-0053341	GANKOFSKIE BETH T	05	MOVED OUT OF STATE	05/21/2015	109.56			
2012-03-0053367	GARIBAY-CANCHO VICENTE	02	CANNOT LOCATE	05/21/2015	89.16			
2012-03-0053383	GARVIN LAUREN B	02	CANNOT LOCATE	05/21/2015	105.65			
2012-03-0053529	GLOTFELTY SUSAN I	01	SMALL BALANCE	05/21/2015	1.87			
2012-03-0053615	GORE RACHAEL D	03	DECEASED	05/21/2015	74.91			

Process Suspense Report

TOWN OF MANSFIELD Date: 06/10/2015 Time: 13:55:48

Condition (s): Year: , Type: 00 - ALL BILLS, Order: Bill Number, Total Only: No, Recap by Dist: No

Bill #	Dst	Name	Code	Reason	Date	Town Due/SuspDist	Due/SuspSewer	Due/Susp	Total
2012-03-0053730		GRESKO BRENDA L	02	CANNOT LOCATE	05/21/2015			32.14	
2012-03-0053935		HANDLY SUKI L	05	OTHER	05/21/2015			125.22	
2012-03-0054111		HENCE DANIEL J	05	MOVED OUT OF STATE	05/21/2015			121.86	
2012-03-0054246		HODSON JACOB I OR	01	SMALL BALANCE	05/21/2015			2.20	
2012-03-0054316		HOPKINS ERIC P	06	OTHER	05/21/2015			179.16	
2012-03-0054375		HUA MIN	02	CANNOT LOCATE	05/21/2015			936.28	
2012-03-0054476		IRIZARRY JOSE D	06	OTHER	05/21/2015			13.98	
2012-03-0054581		JIN JINGWEI	02	CANNOT LOCATE	05/21/2015			384.59	
2012-03-0054705		JUNG YEONGHUN	02	CANNOT LOCATE	05/21/2015			324.78	
2012-03-0054828		KELLEHER JACQUELINE OR	02	CANNOT LOCATE	05/21/2015			81.33	
2012-03-0054944		KIM JAEHYUK	02	CANNOT LOCATE	05/21/2015			435.74	
2012-03-0054964		KING OBERLIN KATHRYN M	05	MOVED OUT OF STATE	05/21/2015			228.07	
2012-03-0055072		KOGAN NORMAN OR	01	SMALL BALANCE	05/21/2015			0.15	
2012-03-0055061		KOLBE TAMMY G	02	CANNOT LOCATE	05/21/2015			11.35	
2012-03-0055211		KURULAY MUHAMMET	05	MOVED OUT OF STATE	05/21/2015			70.99	
2012-03-0055404		LAVIGNE JOSEPH P	08	EXPIRED REGISTRATION	05/21/2015			454.47	
2012-03-0055467		LEDERMAN BRYAN J	08	EXPIRED REGISTRATION	05/21/2015			536.08	
2012-03-0055671		LIU JUN	02	CANNOT LOCATE	05/21/2015			251.83	
2012-03-0055672		LIU KAI-CHIANG	02	CANNOT LOCATE	05/21/2015			312.48	
2012-03-0055753		LOUKAS DAVINE	06	OTHER	05/21/2015			260.77	
2012-03-0055764		LOVELL HANNAH K	02	CANNOT LOCATE	05/21/2015			84.13	
2012-03-0055769		LOWE CIARA A	08	EXPIRED REGISTRATION	05/21/2015			169.90	
2012-03-0055789		LUCAS MAUREEN M	02	CANNOT LOCATE	05/21/2015			249.59	
2012-03-0055873		MADDOCK MICHAEL S	02	CANNOT LOCATE	05/21/2015			79.38	
2012-03-0055951		MALONEY JOHN P JR	08	EXPIRED REGISTRATION	05/21/2015			149.81	
2012-03-0055977		MANGO JENNIFER A	01	SMALL BALANCE	05/21/2015			1.42	
2012-03-0056041		MARDON IAN O	08	EXPIRED REGISTRATION	05/21/2015			63.17	
2012-03-0056043		MARDON MEGAN E	05	MOVED OUT OF STATE	05/21/2015			62.61	
2012-03-0056051		MARKEL SCOTT E	02	CANNOT LOCATE	05/21/2015			274.97	
2012-03-0056059		MAROUSKI DEBORAH A	06	OTHER	05/21/2015			73.79	
2012-03-0056139		MARTONE CATHERINE MARY	02	CANNOT LOCATE	05/21/2015			159.59	
2012-03-0056145		MASITA ELLA	02	CANNOT LOCATE	05/21/2015			149.61	
2012-03-0056248		MCDONALD ERICA	06	OTHER	05/21/2015			77.42	
2012-03-0056284		MCGOFF ROBERT M	02	CANNOT LOCATE	05/21/2015			18.45	
2012-03-0056351		MCPHERSON TSITSI Y	01	SMALL BALANCE	05/21/2015			2.07	
2012-03-0056421		MENDA MARSHALL ANA M	01	SMALL BALANCE	05/21/2015			0.09	
2012-03-0056481		MINDHIR ANAS ALAA A	06	OTHER	05/21/2015			118.79	
2012-03-0056652		MOGES SEMU	02	CANNOT LOCATE	05/21/2015			157.02	
2012-03-0056748		MORTON MELISSA J	01	SMALL BALANCE	05/21/2015			0.14	
2012-03-0056820		MUNOZ JOSE R	02	CANNOT LOCATE	05/21/2015			179.44	
2012-03-0056821		MUNOZ JOSE R	02	CANNOT LOCATE	05/21/2015			159.87	
2012-03-0057018		NGUYEN DUNG M	01	SMALL BALANCE	05/21/2015			0.21	
2012-03-0057060		NING YANYUE	01	SMALL BALANCE	05/21/2015			0.29	
2012-03-0057149		NOVACK THOMAS M	10	EXPIRED OR SUSPENDED	05/21/2015			46.12	
2012-03-0057356		PALOMBO DENIAN	02	CANNOT LOCATE	05/21/2015			162.39	
2012-03-0057367		PANILA ALLISON	06	OTHER	05/21/2015			164.91	
2012-03-0057420		BARLETTE LAWRENCE R OR	01	SMALL BALANCE	05/21/2015			0.63	
2012-03-0057585		PETERSON ALEXANDER P	02	CANNOT LOCATE	05/21/2015			121.30	
2012-03-0057586		PETERSON ALEXANDER P	02	CANNOT LOCATE	05/21/2015			313.60	
2012-03-0057621		PEFFEY DAVID A	02	CANNOT LOCATE	06/02/2015			59.81	
2012-03-0057735		POPE ROMAN P COM	05	MOVED OUT OF STATE	06/02/2015			264.13	
2012-03-0057736		POPE ROMAN P JNT	05	MOVED OUT OF STATE	06/02/2015			256.30	
2012-03-0057847		PUSHPA PITCHAI	01	SMALL BALANCE	06/02/2015			0.01	
2012-03-0057854		QIN SHANSHAN COM	01	SMALL BALANCE	06/02/2015			0.18	
2012-03-0058006		REID WALTER L JR	10	EXPIRED OR SUSPENDED	06/02/2015			449.16	
2012-03-0058008		REIDY LACHLAN J	02	CANNOT LOCATE	06/02/2015			93.07	

Process Suspense Report

TOWN OF MANSFIELD Date: 06/10/2015 Time: 13:55:48

Condition (s): Year: , Type: 00 - ALL BILLS, Order: Bill Number, Total Only: No, Recap by Dist: No

Bill #	Dst Name	Code	Reason	Date	Town Due/SuspDist	Due/SuspG sewer	Due/Susp	Total
2012-03-0058135	RIEGE KARA K	01	SMALL BALANCE	06/02/2015				0.16
2012-03-0058196	ROBERTS ANDREW C	01	SMALL BALANCE	06/02/2015				2.49
2012-03-0058368	ROUHI-YOUSSEFI MEHRNAZ	02	CANNOT LOCATE	06/02/2015				117.95
2012-03-0058508	SANCHEZ BARBARA M	02	CANNOT LOCATE	06/02/2015				46.40
2012-03-0058805	SHEN LEI	02	CANNOT LOCATE	06/02/2015				178.04
2012-03-0058847	SHRESTHA BIBEK R	08	EXPIRED REGISTRATION	06/02/2015				70.43
2012-03-0059201	SPRING HILL BED AND	02	CANNOT LOCATE	06/02/2015				153.17
2012-03-0059211	SPRUELL WILLIE L	03	DECEASED	06/02/2015				13.98
2012-03-0059229	STAFFORD LISA M	02	CANNOT LOCATE	06/02/2015				124.38
2012-03-0059496	SUN HAIKIN	02	CANNOT LOCATE	06/02/2015				79.69
2012-03-0059500	SUN WENRUI	05	MOVED OUT OF STATE	06/02/2015				52.17
2012-03-0059558	SYPECK STEVEN M	03	DECEASED	06/02/2015				8.52
2012-03-0059610	TANG CHENQIONG	02	CANNOT LOCATE	06/02/2015				116.55
2012-03-0059633	TAYLOR BURTON F	02	CANNOT LOCATE	06/02/2015				13.98
2012-03-0059634	TAYLOR BURTON F	02	CANNOT LOCATE	06/02/2015				148.14
2012-03-0060087	VANDENBERG NATALIE TEIXE	01	SMALL BALANCE	06/02/2015				1.16
2012-03-0060093	VANGELDER MARIELLE A	01	SMALL BALANCE	06/02/2015				4.16
2012-03-0060178	VILLAR ANDRES R	02	CANNOT LOCATE	06/02/2015				91.40
2012-03-0060300	WANG QIAN	06	OTHER	06/02/2015				268.60
2012-03-0060309	WANG YUN	01	SMALL BALANCE	06/02/2015				1.46
2012-03-0060438	WEINGART EDWARD P	02	CANNOT LOCATE	06/02/2015				98.38
2012-03-0060531	WHITE ERIK J	02	CANNOT LOCATE	06/02/2015				110.12
2012-03-0060532	WHITE ERIK J	02	CANNOT LOCATE	06/02/2015				83.85
2012-03-0060736	WU CHRISTOPHER J	02	CANNOT LOCATE	06/02/2015				300.74
2012-03-0060780	YANG GUILIAN	02	CANNOT LOCATE	06/02/2015				76.86
2012-03-0060825	YOON JAEYOUNG	05	MOVED OUT OF STATE	06/02/2015				224.44
2012-03-0060881	ZAIMOFF YOLANDA MELINDA	02	CANNOT LOCATE	06/02/2015				39.69
2012-03-0060937	ZHAO YAN	05	MOVED OUT OF STATE	06/02/2015				84.13
2012-03-0061034	SAILS SPARS DESIGN LLC	01	SMALL BALANCE	06/02/2015				2.79
2012-03-0061105	SHIPTON BENJAMIN E	08	EXPIRED REGISTRATION	06/02/2015				246.07
MV REGULAR	# Of Acct: 130							17,906.64
2012-04-0080001	ABANTO-VALLE CARLOS ANTO	02	CANNOT LOCATE	06/02/2015				76.30
2012-04-0080199	BROWN MICHAEL JOHN	02	CANNOT LOCATE	06/02/2015				12.58
2012-04-0080277	CHENG WEIDONG	05	MOVED OUT OF STATE	06/02/2015				94.47
2012-04-0080390	DENG JINGWEN	02	CANNOT LOCATE	06/02/2015				190.55
2012-04-0081216	OK JONG I	01	SMALL BALANCE	06/02/2015				0.01
2012-04-0081283	PETERSON ALEXANDER P	02	CANNOT LOCATE	06/02/2015				29.26
2012-04-0081305	POMEROY AMY M OR	02	CANNOT LOCATE	06/02/2015				385.10
2012-04-0081508	SHUMBO KELEIGH S	02	CANNOT LOCATE	06/02/2015				79.96
2012-04-0081598	SU YAN	02	CANNOT LOCATE	06/02/2015				93.55
2012-04-0081681	TU YU TING	02	CANNOT LOCATE	06/02/2015				139.00
2012-04-0081743	WAN QINGYAO	02	CANNOT LOCATE	06/02/2015				753.25
2012-04-0081876	ZHENG WENYUAN	02	CANNOT LOCATE	06/02/2015				96.43
MV SUPPLEMENTAL	# Of Acct: 12							1,950.46
YR : 2012	TOTAL : 171							28,188.18
2013-02-0040017	ADVANCED COMMUNITY INTEGRATION LLC	07	OUT OF BUSINESS	04/22/2015				116.28
2013-02-0040018	ADVANCED LASER AESTHETICS	07	OUT OF BUSINESS	04/22/2015				501.98
2013-02-0040038	AMERICAN DREAM IMPROV & DESIGN	07	OUT OF BUSINESS	04/22/2015				8.66
2013-02-0040050	ART GUYS UNLIMITED LLC	07	OUT OF BUSINESS	04/22/2015				109.28
2013-02-0040154	COMPUTER NETWORK SOLUTIONS, LLC	07	OUT OF BUSINESS	04/22/2015				738.72
2013-02-0040156	COMPUTER TAMERS	07	OUT OF BUSINESS	04/22/2015				88.32
2013-02-0040188	DAILY GREENS	07	OUT OF BUSINESS	04/22/2015				32.51
2013-02-0040238	ESTOCCASIONS	07	OUT OF BUSINESS	04/22/2015				272.80

Process Suspense Report

TOWN OF MANSFIELD Date: 06/10/2015 Time: 13:55:48

Page: 6

Condition (s): Year: , Type: 00 - ALL BILLS, Order: Bill Number, Total Only: No, Recap by Dist: No

Bill #	Dist	Name	Code	Reason	Date	Town Due/Susp	Dist Due/Susp	Sewer Due/Susp	Total
2013-02-0040290		GREYLEDGE EQUESTRIAN WETDOWN SYSTEMS LLC	07	OUT OF BUSINESS	04/22/2015	138.08			
2013-02-0040336		ING US COMMUNITY LIVING FUND INC	07	OUT OF BUSINESS	04/22/2015	141.15			
2013-02-0040355		K2E MANAGEMENT	07	OUT OF BUSINESS	04/22/2015	266.64			
2013-02-0040363		KIM HELLEN	07	OUT OF BUSINESS	04/22/2015	501.98			
2013-02-0040482		ONE TRIBE LLC	07	OUT OF BUSINESS	04/27/2015	757.46			
2013-02-0040496		PEACHWAVE FROZEN YOGURT	07	OUT OF BUSINESS	04/22/2015	650.68			
2013-02-0040520		PYRAPHERNALIA-BIG DOG BASICS	07	OUT OF BUSINESS	04/22/2015	81.34			
2013-02-0040720		YUKON JACK'S LLC	07	OUT OF BUSINESS	04/27/2015	144.85			
PERSONAL PROPERTY		# Of Acct: 16				4,550.73			
YR : 2013		TOTAL : 16				4,550.73			
Grand Total: 353						62,191.71			



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager
CC: Maria Capriola, Assistant Town Manager; John Carrington, Director of Public Works; Cherie Trahan, Director of Finance
Date: August 24, 2015
Re: Agreement between the Town of Mansfield and Regional School District 19 for Parking Lot Services

Subject Matter/Background

Attached please find a proposed successor Agreement between the Town of Mansfield and Regional School District 19 for parking lot maintenance services. This agreement would succeed the Agreement between the Town and Region 19 that expires on June 30, 2015.

The scope of services remains unchanged. Staff has made the following changes to the proposed Agreement:

- Converted from a 2-year to a 3-year term
- Changed references to "sand" to "salt"
- Deleted the reference to 7/1/13 CPI (CPI is still referenced in Section C of the Agreement)

If the Town Council is supportive of the Town continuing to provide parking lot maintenance services to Region 19, the Council will need to authorize me to execute the proposed Agreement.

Region 19 has reviewed the proposal and the Superintendent is prepared to sign the Agreement.

Fiscal Impact

In accordance with previous discussions with the Finance Committee, the proposed fee for service is designed to cover the Town's costs associated with providing parking lot maintenance services to Region 19. As an example, labor costs include a fringe rate necessary to cover the expense of all employee benefits as well as estimated other post-employment benefit (OPEB) liabilities; please see the attached spreadsheets for more detail. Due to the trend in increased weather activity, the annual services fees have increased.

Legal Review

The Town Attorney has reviewed and approved the legality and the form of the proposed Agreement.

Recommendation

If the Town Council is supportive of the Town continuing to provide parking lot maintenance services to Region 19, the following motion is in order:

Move, to authorize the Town Manager to execute the proposed Agreement between the Town of Mansfield and Regional School District No. 19 for Parking Lot Services, for a term commencing on July 1, 2015 and expiring on June 30, 2018.

Attachments

- 1) Proposed agreement between the Town of Mansfield and Regional School District No. 19 for Parking Lot Services
- 2) Public Works Cost Estimates - Region 19 Parking Lot Services

**Agreement Between
The Town of Mansfield and
Regional School District No. 19
For Parking Lot Services**

This Agreement made this _____ day of _____, 20__ by and between the Town of Mansfield (hereinafter referred to as the Town) and Region 19 School District (hereinafter referred to as the Region), witnesseth that:

Whereas the Region wishes to continue to engage the Town to maintain the roads, parking lots and drainage facilities hereinafter described in connection with the operation of the Edwin O. Smith High School located in Storrs-Mansfield, Connecticut; and,

Whereas the Town has within its means the necessary personnel, equipment and materials to undertake said maintenance activities;

Now therefore the parties do mutually agree as follows:

- A. The Region agrees to engage the Town and the Town agrees to perform the exterior maintenance services hereinafter set forth for the amount set forth herein below.
- B. The Town, working through its Director of Public Works, shall do, perform and carry out in a workmanlike manner the maintenance activities hereinafter described to the satisfaction of the Superintendent of the Region.
- C. Said maintenance services shall be for the period beginning July 1, 2015 and ending June 30, 2018. The initial annual charge of \$32,990.00 shall be adjusted for the second year of the term, beginning on July 1, 2016, and the third year of the term, beginning on July 1, 2017, by any change in the consumer price index (CPI) for services of this type as published by the US Government.
- D. Under the direction of the Superintendent of Buildings and Grounds of the Region, the Town shall provide the following services:

- I. Access Roads and Parking Lot Maintenance

The main bus lot and parking area off Route 195, the parking lot to the south of the school building, the driveway and two small parking areas to the north of the school building and the sidewalks along Route 195 and Bolton Road will be serviced and maintained by the Town as follows:

- a) Parking lots and areas, and the driveway and sidewalks will be plowed and salted after winter storms;
- b) Parking lots and areas, and the driveway and sidewalks will be swept in the spring in conjunction with the Town's spring sweeping program;
- c) Catch basins will be cleaned out once a year;
- d) Parking lines will be re-striped as required (generally not more than once every 3 years);
- e) Parking lots and areas, and the driveway and sidewalks will be patched with hot (when available) bituminous concrete as necessary to fill potholes or depressions, and curbs will be repaired; and
- f) Minor road maintenance activities will be performed as reasonably requested by the Region.

2. Reynolds School Campus

The parking lot at the Reynolds School will be serviced and maintained by the Town as follows:

- a) Parking lots and areas, and the driveway and sidewalks will be plowed and salted after winter storms;
- b) Parking lots and areas, and the driveway and sidewalks will be swept in the spring in conjunction with the Town's spring sweeping program;
- c) Catch basins will be cleaned out once a year;
- d) Parking lots and areas, and the driveway and sidewalks will be patched with hot (when available) bituminous concrete as necessary to fill potholes or depressions, and curbs will be repaired; and
- e) Minor road maintenance activities will be performed as reasonably requested by the Region.

E. Subject to annual adjustment based on change in the CPI as set forth in Section C, above, the agreed upon initial price for these maintenance services to be paid to the Town by the Region for the three-year term of this Agreement shall be \$32,990.00 per year, paid to the Town in quarterly installments by the Region within 30 days of the receipt of the Town's invoice.

F. The Town or the Region may terminate this contract at the end of each fiscal year during the three-year term. However, notice of such intent to terminate must be given to the affected party in writing at least 90 days prior to the end of the fiscal year so that other service arrangements may be made within fiscal budgetary time constraints.

G. The Town or the Region may, from time to time, require changes in the scope of services of this Agreement. Such changes, including any increase or decrease in the amount of compensation paid to the Town which is mutually agreed upon by and between the Town and Region shall be incorporated in written amendments to this contract.

H. For each year of the three-year contract, the Town and the Region will supply each other with a Certificate of Insurance indicating proof of liability insurance coverage in effect for each fiscal year in the amount of at least two million dollars (\$2,000,000.00). The Town agrees to hold the Region and any of the Region's officers, agents, servants or employees harmless from and indemnify them against liability for any and all damages to persons and property caused by, arising out of or resulting from the acts or omissions (whether negligent or intentional) of the Town or any of the Town's officers, agents, servants, or employees unless such damages are caused by, arise from, or are the result of the acts or omissions (whether negligent or intentional) of the Region or any of the Region's officers, agents, servants or employees, in which event the Region agrees that it shall hold the Town and any of the Town's officers, agents, servants or employees harmless from and indemnify them against liability for any and all such damages.

In witness whereof, we have hereunto set our hand and seal this ____ day of _____, 20__.

Bruce Silva, Superintendent
(for the Region)

Matthew W. Hart, Town Manager
(for the Town)

Witness

Witness

Public Works Cost Estimates - Region 19 Parking Lot Services

Snow Removal Description

Plowing Parking lots

- 2 individuals spend 50% of the storm on the property
- Average storm is 12 hours
- Hourly rates including overtime is \$42.10 (\$54.46 with benefits)
- 1 Ton of salt is used per storm
- 1 ton of salt is \$90
- Every 4th storms require moving snow with heavy equipment
- A crew leader is required to operate heavy equipment
- Crew Leader hourly rate with overtime is \$45.31 (\$58.78 with benefits)
- It takes 5 hours for the crew leader to accomplish his task
- 1 large dump truck with plow is used for 50% of the storm
- 1 large dump truck with plow has a FEMA rate of \$70,75
- Small dump with plow and sander is used for 50% of the storm
- Small dump with plow and sander has a FEMA rate of \$35
- One bucket loader with pusher box is used every 4 storms

Sidewalk snow removal

- 1 laborer is used
- Hourly rate including overtime is \$37.00 (\$48.00 with benefits)
- Average is 2 hours per storm
- 1/10 of a ton of salt is used per storm
- 1 ton of salt is \$90
- One skid steer tractor is used for 2 hours each storm
- A skid steer tractor has a FEMA rate of \$25

Sweeping Description

It takes 4 hours to sweep all the parking lots

The crew consist of:

- 1 Crew Leader with an hourly rate of \$30.48 (\$41.11 with benefits)
- 3 Truck Drivers with hourly rate of \$28.31 (\$38.11 with benefits)

The Equipment consist of:

- 1 Sweeper with an hourly rate of \$75.00
- 2 Large Dump Truck with hourly rates of \$55.00
- 1 Water Truck with an hourly rate of \$55.00

Line Striping description

A contractor paints the lines and numbers the parking spots every three years

Miscellaneous \$500 covers any miscellaneous repairs to pavement, curbing, catch basins etc.

Supervision & Coordination @\$60/hr

The PW Operations Manager spends 20 hours per year on the above activities at \$50/hr

Snow Removal Cost Calculations

Snowing Parking Lots	Number	Rate	hours per storm	Total cost 1 storm	storms per year	Annual Total
Truck Driver*	2	\$54.56	6	\$654.72	17	\$11,130.24
Crew Leader*	1	\$58.78	5	\$293.90	4	\$1,175.60
Tons of Salt	1	\$90.00		\$90	17	\$1,530
Large Dump	1	\$70.75	6	\$424.50	17	\$7,216.50
Small Dump	1	\$35.00	6	\$210.00	17	\$3,570.00
Loader	1	\$66.00	5	\$330.00	4	\$1,320.00
Total						\$25,942.34

Clearing Sidewalks

	Number	Rate	hours per storm	Total cost 1 storm	storms per year	Annual Total
Laborer*	1	\$48.00	2	\$96.00	17	\$1,632.00
Tons of Salt	0.1	\$90.00		\$9	17	\$153
Skid steer	1	\$25.00	2	\$50.00	17	\$850.00
Total						\$2,635.00

TOTAL for Snow Removal \$28,577.34

Sweeping

	Each	Rate	Hours	Total
Sweeper	1	\$75.00	4	\$300.00
Operator*	1	\$41.11	4	\$164.44
Large dump truck	2	\$55.00	4	\$440.00
Operator*	2	\$38.11	4	\$304.88
Water truck	1	\$55.00	4	\$220.00
Operator*	1	\$38.11	4	\$152.44

TOTAL for Sweeping \$1,581.76

striping Contract One third per year
 one every 3rd year \$4,000 \$1,333.33 **\$1,333.33**

Miscellaneous Flat fee
 curbs, CB \$500.00
TOTAL for Miscellaneous \$500.00

Supervision & Coordination Rate Hrs/yr Total
 \$50 20 \$1,000
TOTAL for Supervision & Coordination \$1,000

GRAND TOTAL \$32,992.43
ROUNDED \$32,990.00

Rate includes benefits calculation and overtime calculation (if applicable)

13 August 2015

**Town Council of Mansfield
4 South Eagleville Road
Mansfield, Connecticut, 06268**

Good Morning:

Please consider the initiative presented herein.

Should the Town of Mansfield purchase Lot 17 of Phase 2 of Maplewoods Development on Maple Road? A Concept Paper

As a concerned resident of Mansfield for 23 years I request the Town Council to consider and approve the purchase of, with concurrence of the Planning and Zoning Commission, Lot 17 of Phase 2 of Maplewoods Development on Maple Road.

Lot 17 (Figure 1) is bordered on the North by Old Bennet Road then my property, Lot 7A at 135 Maple Road. Figure 1 also shows the swamp and the vernal pools, and streams of Lot 17, colored in brown. On the South Lot 17 is bordered by the Fieldstone Road swamp, and Lot 7, (Figure 2) which the Town requested in exchange for Lot 7A that the developers offered to the Town.

Since Lot 17 abuts Lot 7 and shares the same swamp, shouldn't the Town be equally disposed to purchase Lot 17?

Some years ago I requested the Town buy Lot 17. The Town declined to purchase the lot because the Town had placed at least 12 of the 14.5 acres in the Conservation Easement status. They asked, since the land is secured, why should the Town spend precious funds to buy the property. Isn't the reason obvious? If the Town wishes to protect the land as Open Space, shouldn't they purchase it?

If you check the records you will find the Open Space Conservation Committee advised the Town Council to purchase Lot 17. I have been told the Town Council wishes to be responsive to the advice of their resident volunteers in Commissions and Advisory Committees. Shouldn't we be concerned that we won't have volunteers for our Commissions and Advisory Committees if their advice is ignored?

Lot 17 has an approved lot of approximately 2 acres. However, the Town granted waivers to allow the lot to be located within 150 feet of the swamp. It is conjectured that building that close to vernal pools and streams will adversely influence the septic system including the tank, the leach field, and the reserve leach field. If that were to occur would the Town be liable?

Can installing a well adjacent to vernal pools and streams be considered irresponsible? I've also been taught that the likelihood of pathogenic microbial contamination of what should be potable water is increased significantly when located near septic systems when they fail.

If the perk test with 5 gallons of water were performed during the dry season are we assured water will be absorbed by the soil properly during the wet season?

If I remember correctly, the previous Town Planner seemed concerned about the availability of potable water on lots approved by the Planning and Zoning Commission for the Maplewoods Development. During the Public Hearing at the PZC meeting of 3 September 2002, the discussion included an abstract by the Water Compliance Unit of the Department of Environmental Protection. The abstract stated "While critics have assailed current zoning

densities in unsewered areas as overly restrictive, the Department disagrees. In the main we believe that the current restrictions in some of these areas is not as stringent as it should be."

The minutes of that PZC meeting say "Water is a major issue in this Town. Water appears to come under the responsibility of at least 5 groups/individuals. The Conservation Commission (as a natural resource), the Inland Wetlands Committee (among other things to prevent pollution and provide adequate water in, and down-stream from wetlands), The Director of Public Health, and the Planning and Zoning Commission (to ensure a clean and adequate water supply to new construction, and to ensure public health of new and existing residents), and the Town Council." With that many groups providing oversight why should there be any concern?

The PZC asked "Could the Town be required to provide (external) tanks and 90,000 gallons of potable water per year to each house impacted negatively, and to continue this service in perpetuity?" Should the Town Council spend nights worrying about their responsibility of providing potable water in perpetuity or relocating a home due to the Town's approval of questionable building lots? Should citizens be concerned their taxes will be used to settle potential litigation?

We may even question whether the three households on Maxfelix Road that paid to have a second well drilled within the first year of purchasing their new home should take legal action to have the Town of Mansfield pay for their second well? Should someone inform them they have a legal right to pursue that regress?

Is the Town Council now prepared to preclude these concerns by buying Lot 17? Or will they continue to limit the usefulness of someone's personal property, while accepting the liability for allowing some family to build their house where the PZC might not recommend that these days? Wouldn't the citizens of Mansfield, the developers, and the potential buyer, all benefit when the Town buys Lot 17 as Open Space? I have heard the Town has adequate funds in a special account for that purchase. Thus our taxes would not be raised by this purchase.

I respectfully request the Town Council to follow the advice of the Open Space Conservation Committee and buy Lot 17.



Anthony W. Kotula, Ph.D.
135 Maple Road
Mansfield, CT 06268
Phone: 860 429 9264
email: awkotula@msn.com

Figure 1:

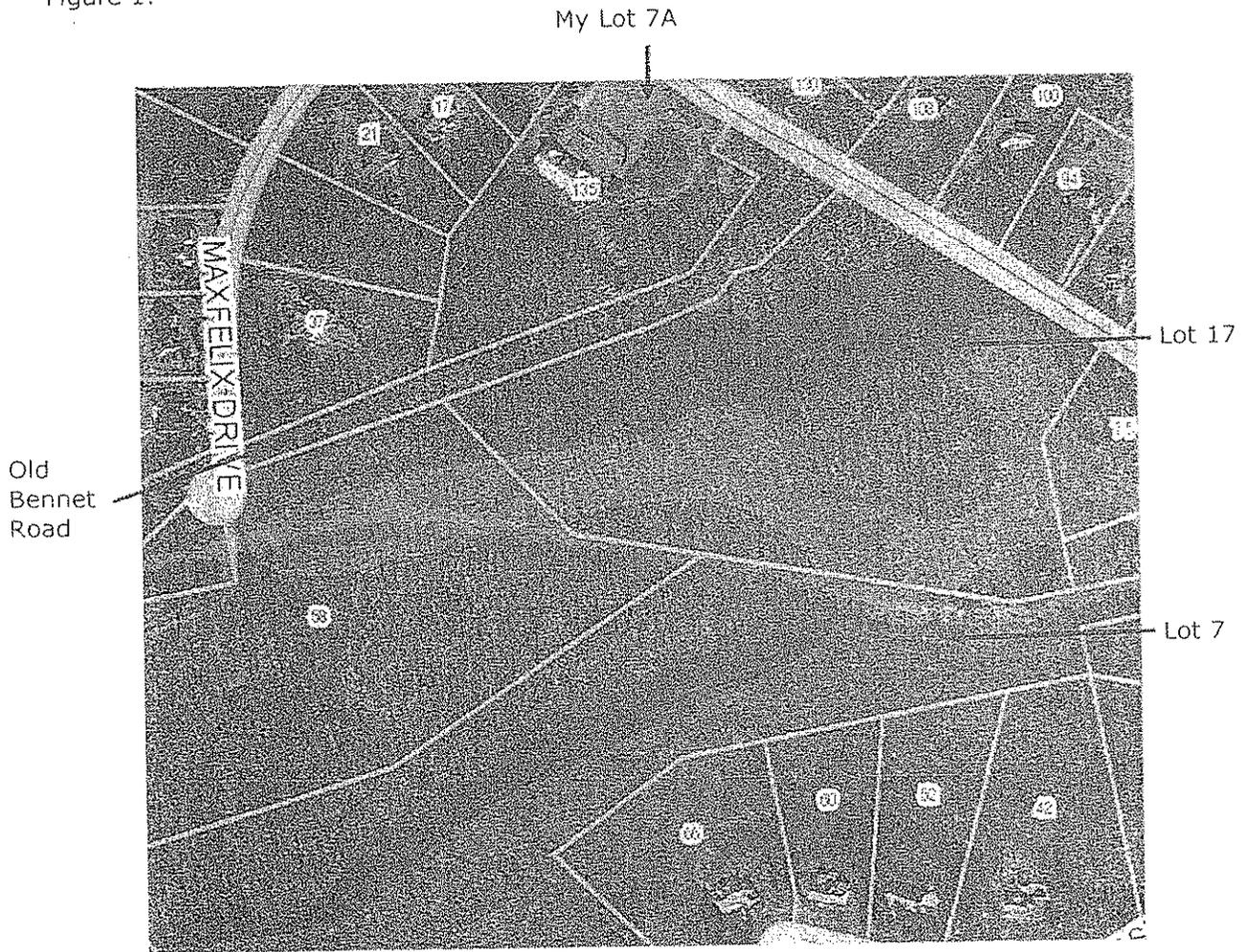
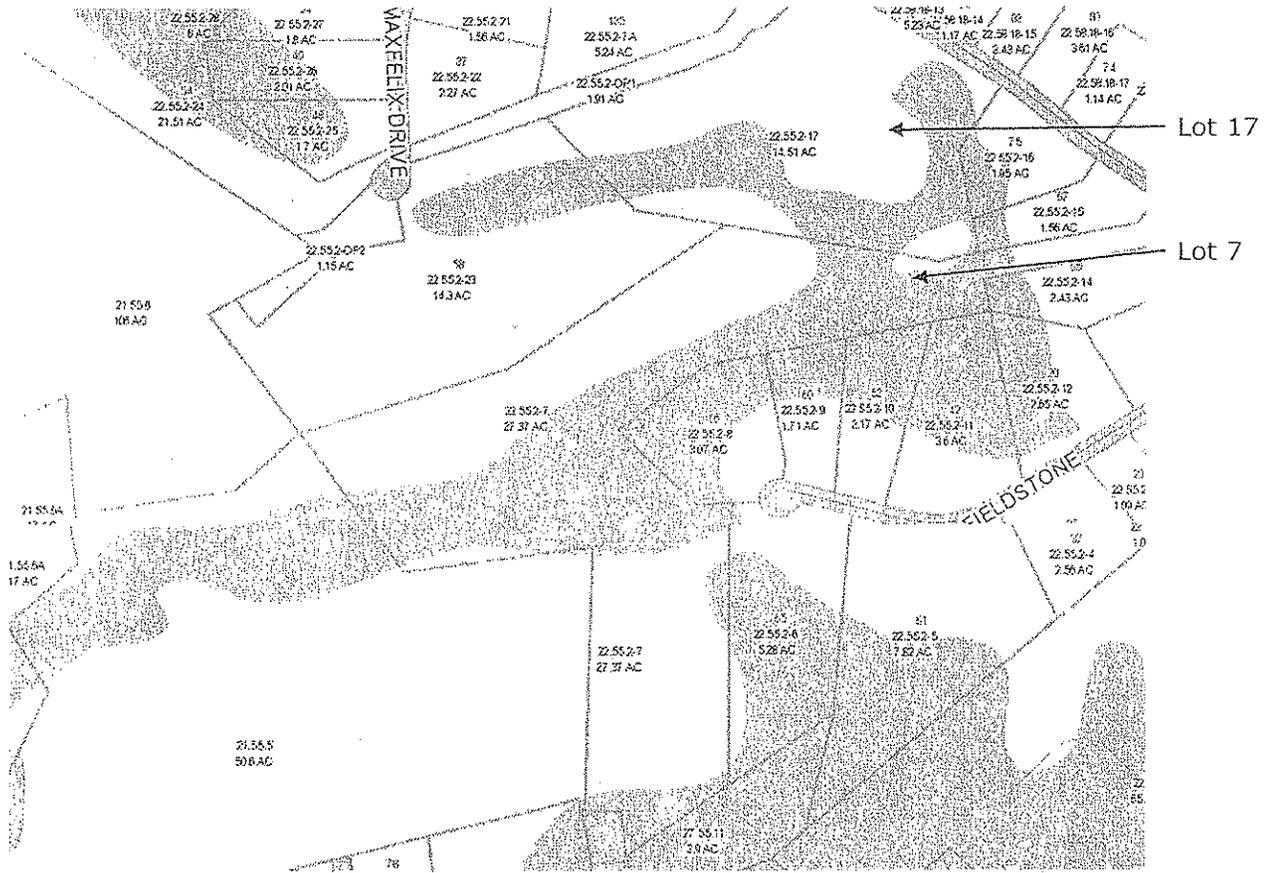


Figure 2:



Registrars of Voters

The Registrar of Voters is an elected position governed by the Statutes of the State of Connecticut. The Registrars work on an hourly basis. Hours vary depending on responsibilities.

Registrars must be aware of changes in legislation that affects their jobs.

The duties of the Registrar are:

- register new voters
- ensure the accuracy of the official registry list (manual and computer)
- run mandated registration sessions
- process mail-in and cross town registrations
- manage elections, primaries and referenda
- secure and train poll workers
- test and prepare the OpticalScan Voting system and Independent Voting System
- prepare and order ballots and certify number with the Secretary of the State
- organize paperwork for moderators and poll workers
- conduct the annual canvass of registered voters
- respond to requests for voter registration and education
- certify petitions
- manage and train workers for Election Day Registration
- organize and supervise check-in for the Annual Town Meeting and all special town meetings
- conduct voter outreach in the local high schools, nursing homes and the university
- attend the Spring and Fall Registrars of Voters Association of Connecticut Conferences and the Regional County Meetings
- attend classes for the state required Registrar of Voter's Certification Program

PAGE
BREAK



Office of the Secretary of the State
 State of Connecticut
 P.O. Box 150470, Hartford, CT 06115-0470

DENISE W. MERRILL
 Secretary of the State
JAMES FIELD SPALLONE
 Deputy Secretary of the State

TO: All Mayors & First Selectmen
 FROM: Secretary of the State Denise W. Merrill
 DATE: July 29, 2015
 RE: New Educational Requirements for Registrars of Voters

The 2015 legislative session brought many changes to our elections process, including a new requirement that Registrars of Voters participate in a new certification program. The law (P.A. 15-224) also requires that the towns pay for the tuition of the certification classes. I write to you today to provide you with more information about how this certification program will be implemented.

The certification process is a one-time process for each individual registrar. Therefore,, this will only be an expense whenever there is a new registrar of voters in the town. Deputies and assistant registrars may participate in the course of training if they so choose, but the towns are not required to pay for the cost of their training. Registrars are required to participate in eight hours of additional training each year in order to maintain their certification.

We have partnered with the University of Connecticut's Information Technology Institute, which is affiliated with the School of Business. There will be eight class modules which will cost \$200 each. We anticipate with this initial implementation of the program the process will take roughly 18 months to complete. Registrars may attend classes in person or view them live using the distance learning facilities located at the branch campuses.

As a local official I'm sure you are well aware of the valuable role that registrars of voters play. While many of them are part-time and modestly compensated, they are motivated by a deep commitment to their community and faith in the democratic process. These courses are designed to help our registrars deepen their knowledge and improve their services. Since these changes are now a requirement for their position with the town, I would encourage you to support them as you would any other employee with similar professional requirements with respect to time and travel costs for the certification program and the annual training requirement.

PAGE
BREAK

Sara-Ann Bourque

Subject: FW: Prescription Drug Card Usage Report for June 2015
Attachments: Town of Mansfield CT Discount Card Report June 2015.xlsx

From: BARBARA RYAN [mailto:BRYAN@CCM-CT.ORG]
Sent: Wednesday, August 05, 2015 12:00 PM
To: Matthew W. Hart <Hartmw@MANSFIELDCT.ORG>; Maria E. Capriola <CapriolaME@mansfieldct.org>
Cc: Maria E. Capriola <CapriolaME@mansfieldct.org>
Subject: Prescription Drug Card Usage Report for June 2015

Greetings:

Attached is your cumulative usage report for the Discount Prescription Drug Card program.

Please contact me if you have any questions or concerns about this program.

Regards,

Barbara Ryan
Administrative Associate, Member Services
CCM
(203) 498-3015 (direct line)
(203) 498-5837 (direct FAX)
bryan@ccm-ct.org



Town of Mansfield CT Discount Card

	Total	Total	Member	Avg Member	Price	Avg. Price	% Price
Month:	Claims	Cards Used	Rx Cost	Rx Cost	Savings	Savings	Savings
April-13	1	1	\$ 16.38	\$ 16.38	\$ 12.94	\$ 12.94	44%
May-13	39	17	\$ 1,177.40	\$ 30.18	\$ 1,397.07	\$ 35.82	54%
June-13	27	17	\$ 680.81	\$ 25.22	\$ 1,268.18	\$ 46.97	65%
July-13	28	18	\$ 776.98	\$ 27.75	\$ 1,500.55	\$ 53.59	66%
August-13	37	19	\$ 828.61	\$ 22.39	\$ 1,986.79	\$ 53.70	71%
September-13	24	19	\$ 1,214.31	\$ 50.60	\$ 641.20	\$ 26.72	35%
October-13	38	21	\$ 712.36	\$ 18.75	\$ 1,869.63	\$ 49.20	72%
November-13	31	13	\$ 526.99	\$ 17.00	\$ 2,429.19	\$ 78.36	82%
December-13	27	14	\$ 511.07	\$ 18.93	\$ 1,633.14	\$ 60.49	76%
Total 2013	252	139	\$ 6,444.91	\$ 25.58	\$ 12,738.69	\$ 50.55	66%
January-14	26	12	\$ 592.27	\$ 22.78	\$ 1,734.18	\$ 66.70	75%
February-14	28	14	\$ 588.23	\$ 21.01	\$ 1,441.73	\$ 51.49	71%
March-14	28	13	\$ 827.80	\$ 29.56	\$ 3,805.17	\$ 135.90	82%
April-14	18	10	\$ 646.64	\$ 35.92	\$ 1,086.45	\$ 60.36	63%
May-14	25	8	\$ 618.39	\$ 24.74	\$ 1,318.88	\$ 52.76	68%
June-14	18	7	\$ 428.15	\$ 23.79	\$ 764.62	\$ 42.48	64%
July-14	29	20	\$ 834.00	\$ 28.76	\$ 1,831.87	\$ 63.17	69%
August-14	24	13	\$ 1,790.15	\$ 74.59	\$ 1,710.24	\$ 71.26	49%
September-14	37	25	\$ 1,407.51	\$ 38.04	\$ 2,843.17	\$ 76.84	67%
October-14	56	28	\$ 3,215.43	\$ 57.42	\$ 4,121.94	\$ 73.61	56%
November-14	17	40	\$ 626.21	\$ 36.84	\$ 1,883.33	\$ 110.78	75%
December-14	25	33	\$ 1,154.18	\$ 46.17	\$ 2,465.16	\$ 98.61	68%
Total 2014	331	223	\$ 12,728.96	\$ 38.46	\$ 25,006.74	\$ 75.55	66%
January-15	34	38	\$ 509.14	\$ 14.97	\$ 1,501.90	\$ 44.17	75%
February-15	27	34	\$ 1,389.18	\$ 51.45	\$ 1,498.17	\$ 55.49	52%
March-15	34	28	\$ 1,212.27	\$ 35.66	\$ 3,125.45	\$ 91.93	72%
April-15	40	31	\$ 1,909.69	\$ 47.74	\$ 4,131.50	\$ 103.29	68%
May-15	25	28	\$ 655.66	\$ 26.23	\$ 1,240.89	\$ 49.64	65%
June-15	39	26	\$ 1,288.00	\$ 33.03	\$ 2,176.99	\$ 55.82	63%
Total 2015	199	185	\$ 6,963.94	\$ 34.99	\$ 13,674.90	\$ 68.72	66%
Total Program	782	547	\$ 26,137.81	\$ 33.42	\$ 51,420.33	\$ 65.75	66%



TOWN OF MANSFIELD

Facilities Management Department Request for Qualifications (RFQ)

Facilities Study and Conditions of Facilities Master Plan

SUBMISSION DEADLINE:

3:00 p.m., Friday, August 21, 2015

SUBMISSION CONTACT INFORMATION:

Allen N. Corson, Director
Facilities Management Department
Town of Mansfield
4 South Eagleville Road
Mansfield, Connecticut 06268-2599
(860) 429-3326

Corsonan@mansfieldct.org

Proposals will be accepted in electronic PDF Version only.

TOWN OF MANSFIELD

Facilities Management Department Request for Qualifications (RFQ)

Facilities Study and Conditions of Facilities Master Plan

CONTENTS

<u>HEADING</u>	<u>PAGE</u>
BACKGROUND / OVERVIEW	
GENERAL SPECIFICATIONS.....	
SCOPE OF SERVICES	
SUBMISSION OF QUALIFICATION STATEMENTS.....	
SELECTION PROCESS AND RIGHT TO REJECT.....	
TIMELINE OF THE RFQ PROCESS	
ADDENDUM A.....	

BACKGROUND / OVERVIEW

BACKGROUND

The Town of Mansfield is located east of Hartford, Connecticut. The Facilities Management Department is a shared entity that serves both the Town of Mansfield and the Mansfield Public Schools. The Department maintains the following municipal buildings: Beck Municipal Building, Mansfield Discovery Depot Daycare, Mansfield Community Center, Senior/Wellness Center, Public Library, Public Works complex, Maintenance Shop, Historical Society, Eagleville Schoolhouse (a historical building), three fire stations, three small park buildings and the Nash-Zimmer Transportation Center. (Refer to Addendum A – attached – with full listing of each facility address and square footage.)

The Facilities Management Department manages these municipal buildings using operational and capital funds. In addition, the Department maintains four (4) schools for the Mansfield Public Schools. The square footage information for the school buildings is also included in Addendum A, should this information be needed for possible alternative planning.

About Mansfield

The Town of Mansfield, Connecticut has a population of 25,648 (roughly 14,000 year-round) and is located in the northeastern corner of the state, approximately 25 miles east of Hartford. The Town operates under the council-manager form of government. A nine-member elected town council functions as the legislative and policymaking body and an appointed town manager serves as the Chief Executive Officer responsible for overseeing the day-to-day operations of the Town.

Home to the University of Connecticut, Mansfield offers the unique blend of rural and suburban living in a university setting. Storrs Center, construction of a new mixed-use urban center, is underway. Mansfield has a variety of cultural and educational offerings, as well as an abundance of natural resources ideal for activities such as hiking, cycling, and kayaking.

Mansfield is a full-service municipality providing the following services: animal control; building and housing inspection; fire and emergency services; human services; library; parks and recreation; planning and development; police; public works; and a number of administrative functions such as finance, human resources, information technology, and facilities management. The Town of Mansfield has approximately 155 full-time equivalents but employs approximately 375 people.

The Town has nine strategic priorities as identified in its strategic plan, *Mansfield 2020*: K-12 education and early childhood development; historic and rural character, open space and working farms; housing; public safety; recreation, health and wellness; regionalism; senior services; sustainability and planning. The *Mansfield Tomorrow* planning initiative is currently underway; once completed it will replace *Mansfield 2020* as the Town's over-arching policy document.

Mansfield Tomorrow

In December 2014, the Planning and Zoning Commission published a draft Plan of Conservation and Development for public review and comment. Goal 5.5 addresses the vision for community facilities: "Mansfield maintains high-quality public facilities that support Town goals." Included within the strategies for this goal are several actions related to improving community facilities, including a recommendation that a public facilities master plan be prepared to identify needed improvements to current facilities.

Several of Mansfield's Town buildings are over 50 years old. While improvements have been made over the years, many of these facilities may need updates to improve both energy efficiency and overall function based on current operations. Other sections of this Plan have recommended specific facility planning for operations

such as emergency services, schools and parks/recreation; similar planning should be done for Town facilities as well as park restroom and storage buildings. The resulting master plan should be formally adopted by the Town Council after review by the Planning and Zoning Commission and other relevant Town advisory committees.

Where new construction is considered, options for reusing portions or all of existing buildings should be explored. Master plans should also identify policies for the amount of demolition and construction debris produced on a construction site should be reused or recycled.

Once the respective facilities master plans have been completed, improvements will need to be prioritized prior to inclusion in the Capital Improvement Program. Factors to be considered in developing a priority list of improvements should include costs, financing, service impacts, potential for energy/operations savings, and ability to phase improvements over time.

The Commission recently completed a public hearing on the draft plan and is currently discussing proposed changes based on comments received.

OVERVIEW

The Facilities Management Department is requesting qualifications from architectural/ engineering professionals experienced in renovation, alteration and the evaluation of the condition of building equipment and public buildings. The Town wants the buildings evaluated for future use and needs, in addition to an evaluation of whether current facilities can meet future needs. Due to aging of our buildings, the Town of Mansfield is seeking an assessment of current conditions and recommendations for repairs, improvements, and modernization of the facilities. The selected firm will work with the Facilities Management Department, building managers, and Town Manager. The finished product will be a Facilities Master Plan for repairs, alterations, replacement and improvements for all Town buildings and equipment.

Any future planning needs to consider sustainability. Any proposed building alterations needs to meet at a minimum LEED Silver Standards, or the vendor must have a conversation about meeting a higher standard and the impact to the project.

GENERAL SPECIFICATIONS

PURPOSE

As part of a strategic planning directive, the Town has decided to undertake a comprehensive condition audit of existing municipal facilities and an analysis of future facility needs. The purpose of this analysis is to ascertain (1) the present condition of the facilities, (2) whether the facilities and building systems meet the needs of the Town's demographic and programmatic needs, (3) what future funding and management programs are required to maintain the functional operations of the facilities, and (4) based upon the facilities study, determine what facilities are needed for future use and/or whether or not repurposing can achieve the desired ends. In general the project has been broken down into four phases: Assessment; Data Analysis; Future Planning; and Data. These phases must enable the Town to do the following:

1. Identify the extent and severity of the deferred maintenance liability.
2. Identify what is necessary to adapt the selected facilities to meet the planned future requirements of the Town, the requirements of today's standards and codes, and the needs of changing technology as it impacts space (i.e., facilities adaptation).
3. Identify and prioritize deferred maintenance reduction projects that best take advantage of available funds and improve the functional aspects of the facilities.
4. Identify the resources needed to maintain the operability, suitability, and value of the physical assets given their current function (i.e., the facilities renewal investment requirement).
5. Identify the building replacement costs and property/building condition indices. Develop a long-range comprehensive financial planning process that protects the value of the Town's assets.
6. Develop a tool that supports the Town's planning process by providing readily accessible facilities information for the Town facilities decision making process.
7. Tie into a current database to support the above mentioned goals and manage plant assets and their functional use. The system should leverage an inter/intranet structure with relational database technology and full analytical and decision support tools and methodologies.

OVERVIEW

The Town is soliciting interest from firms to conduct a detailed condition assessment of existing facilities and an analysis of future facility needs. The completed study would include a full hard copy report, and tie into our current facility management system (FacilityDude Maintenance Module). This tie-in will utilize the current system for maintenance and use facility condition and cost data that enables strategic capital reinvestment planning and the integration of physical assets.

In general, the objectives of the proposed project are the following:

1. Identify deficient conditions in terms of deferred maintenance, capital renewal and building and life safety code non-compliance issues.
2. Provide a detailed space analysis/utilization of the Town facilities using data from the demographic study as well as the facilities assessment to determine the most efficient and effective use of existing facilities.
3. Devise a method of correction for each deficient condition (corrective actions).
4. Classify and prioritize deficient conditions, associated corrective actions, and information concerning building systems and deficiency categories (cause or nature of deficiency).
5. Provide cost estimates for each correction of each project using published, industry standard construction, facilities maintenance and repair cost estimating data that reflects location and labor types as per the direction of the Town.
6. Establish a building component depreciation analysis to forecast renewal investment rates required to maintain facilities over time.

7. Provide multi-level financial modeling capabilities and the ability to benchmark facility conditions to like buildings.

SCOPE OF SERVICES

ASSESSMENT

A. Facility Condition Survey

This survey will require inspections by architectural and engineering professionals of all facilities as specified herein. It will produce an accurate analysis that identifies visible and discernible (through non-destructive means) components and elements requiring maintenance or other planned action.

The facility conditions survey will focus on the following property elements:

- Exterior Systems – roofs, walls, window systems, doors
- Interior Construction – walls, doors, flooring, visible structural components
- Interior Finishes – flooring, ceiling, wall finishes
- Health/Fire/Life Safety Systems
- Accessibility – ADA requirements
- Heating, Ventilation and Air Conditioning
- Plumbing
- Electrical and Service Distribution
- Fire Suppression
- Special Electrical Systems, Emergency Power, Telecommunications
- Special Construction
- Vertical Transportation, if needed
- Site utilities
- Site surface structures (out buildings)
- Exterior Site – driveways, curbing, hard top play areas
- Provide an analysis of potential grant funding

B. Integration of Client-Supplied Facility Condition Data

In addition to observed facilities deficiency conditions, existing client-supplied facility condition data shall be reviewed by the Consultant for possible incorporation into the facility database. The Consultant will review and conduct brief interviews with building managers/directors to determine if the data is suitable and in electronic form, and to determine data integrity and completeness. All client-supplied facility condition data shall be identified as such in the database. Other types of client-supplied data may include any of the following: prior engineering studies, hazardous materials audits, air or water quality studies, or other related facility condition data. Inclusion of existing client-supplied reports, electronic databases or spreadsheets, and other data needs to be considered on a case by case basis.

DATA ANALYSIS

A. Prioritization/Categorization/Classification of Audit Data

Each correction project shall associate within the relational database technology the following four items from which multiple sorts, reports and analysis may be conducted:

- 1) Demographics: Deficiency and/or surplus categories shall be determined, in part, by the demographic projections.

- 2) Facility Deficiency Priorities: Each deficiency identified in the field audit shall be prioritized in the following manner:

Priority 1: Current Critical - Conditions in this category require immediate action to:

- i. Correct a cited safety hazard
- ii. Stop accelerated deterioration
- iii. Return/Keep a facility to/in operation

Priority 2: Potentially Critical - Conditions in this category, if not corrected expeditiously, will become critical within a year. Situations within this category include:

- i. Intermittent operations
- ii. Rapid deterioration
- iii. Potential life safety hazards

Priority 3: Necessary, Not yet critical – Conditions in this category require appropriate attention to preclude predictable deterioration or potential downtime and the associated damage or higher costs, if deferred further.

Priority 4: Recommended – Conditions in this category include items that represent a sensible improvement to existing conditions. These are not required for the most basic function of the facility; however, Priority 4 projects will improve overall usability and/or reduce long-term maintenance costs.

Priority 5: Does Not Meet Current Codes/Standards – “Grandfathered” conditions in this category include items that do not conform to existing codes, but are “grandfathered” in their condition. No action is required at this time, but should substantial work be undertaken in contiguous areas, certain existing conditions may require correction.

- 3) Facility Deficiency Categories: Each correction project identified shall be assigned one of the following categories:

- Life-Safety Code Compliance
- Building Code Compliance
- Accessibility Code Compliance (ADA)
- Building Integrity
- Functionality:
 - Curriculum / Instructional needs
 - CSDE programmatic recommendations
- Appearance
- Energy
- Environmental (as provided in Town supplied facilities condition data)
 - ASBM (Asbestos Containing Building Material)
 - PCBs
 - Lead-Based paints
 - CFCs
 - IAQ (Indoor Air Quality)
 - Water Quality

The above categories represent sample definitions and may be revised to meet the requirements of the Town through the initial stages of the audit process.

- 4) Classification: Each deficiency shall be classified by the major property components identified for survey in the field. That is, each deficiency shall be either of the following classifications: Programmatic Needs; Site; Exterior Systems; Interior Systems; Interior Finishes; Health/Fire/Life Safety Systems; Handicap Accessibility; Heating, Ventilation and Air Conditioning; Plumbing; Electrical and Service Distribution; Special Electrical Systems; Fire Suppression; Special Construction; or Vertical Transportation.
- 5) User Specified Classifications: In addition to the standard categories and classifications available within the software system, the Town should have the ability to edit support tables to allow for the Town specified classifications to be added to the above list.

B. Future Planning

- 1) Correction – Deficient Facility Conditions: For every deficient condition identified in the audit, a means of correcting the condition (a correction project) shall be developed. Each correction project shall entail a detailed description of the methods and quantities of labor and materials necessary to conduct the work. A detailed, multiple line item, construction estimate will also be developed. The estimates shall be based upon R.S. Means Construction and Facilities Maintenance and Repair Costs data and estimating format. Where appropriate, and at the direction of the Town, multiple correction methodologies should be developed indicating the range of possible corrective measures and the associated costs. The computerized system shall enable toggling between multiple corrections methodologies at user's discretion.

Each correction project shall be assigned a unique identifier within the computerized system and shall enable correction tracking by Facilities Department staff as deficiencies are corrected.

- 2) Targeting and Benchmarking: The system should be capable of targeting and benchmarking facilities and building condition and performance. Benchmarking of the facilities condition index should follow standard industry practices.

The utilizing of our current system should be tied into our current facility management system (FacilityDude Maintenance Module).

- 3) Facility Renewal or Decommission Calculations: Identifying the rate of reinvestment required to maintain components of the facility as they degrade and become unusable is critical to the long-range planning and funding of the facilities. The consultant shall analyze and model the rates of degradation of each facility and report on the required reinvestment rate on an annual basis to replace components as such components become dysfunctional. In addition, the consultant will calculate potential income from surplus property sale, as well as annual savings from property disposal. Elements of the analysis will include:
 - i. Identification of the approximate replacement cost of each building and building component.
 - ii. Rates of standard degradation of each component and the cost to replace/refurbish/sell that component.
 - iii. Current condition of each building component.
 - iv. The ability to analyze multi-year outlooks and various combinations of building type reinvestment/disposal rates/savings.

The system should also be capable of generating multi-level financial modeling based on the deferred maintenance backlog, capital renewal and selected time frame. The system should be capable of analyzing and projecting funding/savings for time periods up to fifty (50) years.

- 4) Project Planning: The system should provide the ability to create, track, and execute actual projects. The system will aggregate projects into contract packages or bundles of projects for more cost-effective contracting/purchasing/correction. In doing so, the system will enable the iterative analysis of various correction projects to analyze the most cost-effective approach for the work, giving the Town the ability to develop logical and strategic deferred maintenance reduction plans and capital expenditure plans most appropriate to budget allocations.
- 5) Data:
 - i. The data will be comprehensive and give the Town the ability to project and analyze costs for deferred maintenance and capital renewal.
 - ii. Data will be provided in a format that the Town can import into readily available software, such as Excel or Access (e.g. tab delimited or comma separated values).
 - iii. Provide digital photographs integrated with the data to document individual buildings and each deficiency (as required) that will be associated with the physical assets.
- 6) Deliverables: The consultant shall provide the following deliverables, the cost of which shall be included within the Base Bid for respective phase of work:
 - i. One (1) electronic copy in Excel of the assessment.
 - ii. Three (3) Hard copies of Draft Report (for review/comment by the Town) to include:
 - a. Executive summary.
 - b. Methodology description.
 - c. Summary Reports of Priority 1 and 2 deficiencies with estimated costs.
 - d. Detailed Building and Deficiency Data.
 - e. Appendices of the Town data used.
 - iii. One (1) copy of Draft Report in electronic format.
 - iv. Three (3) copies of Final Report (contents similar to Draft Report).
 - a. Including short term and long term plan to correct deficiencies.
 - b. Including short term and long term plan to maintain project backlog.
 - v. One (1) copy of Final Report in electronic format.
 - vi. Project Schedule – included with Bid.
 - vii. Schedule of values for partial progress payments – included with Bid.
 - viii. Meeting Minutes – within one week of meeting.
 - ix. Presentation to the Town Council, if awarded.
 - x. All presentations to be provided in both PDF and editable electronic format.

SUBMISSION OF QUALIFICATION STATEMENTS

Proposals submitted in response to this Request for Qualifications and Proposals shall include the following:

- A. Letter of Interest
- B. Company Information
 - a. Name of company and parent company, if any. Description of the firm and all proposed subcontractors' major services and activities.
 - b. Names, titles, reporting relationships, background and experience of the principal members of the company, including officers. Indicate which individuals are authorized to bind the company in negotiations with the Town of Mansfield.
 - c. Address of principal office and office from which Projects will be managed.
 - d. Name, address, telephone number and email address of the principal contact person to receive notifications and to reply to inquiries from the Facilities Department.
 - e. Legal form of ownership. If a corporation, where incorporated.
 - f. Years engaged in above services under your present name.
 - g. Litigation – Describe any litigation, including arbitration proceedings (past and present), involving your firm.
 - h. Default – Have you ever failed to complete any work awarded to you? Have you ever defaulted on a contract or been notified of a default by your client? If so, where and why?
- C. Relevant Experience – Short description of recent projects that demonstrate successful performance conducting facilities condition surveys and analysis of future facility needs for municipalities and/or county governments of equal complexity.
- D. References – Include three (3) references, with a contact name and phone number that the Town may contact at each institution. It is preferred that references include those clients for whom the respondent has provided services similar in nature, quality, and quality to those requested in this RFP.
- E. Plan – Detailed descriptions of the management plan to be used to accomplish the work. Include the proposed methodology, the schedule, and the process to be used. List, categorize and submit samples of all deliverables.
- F. Resumes – Resumes of the team members that will be assigned to the project. Resumes should demonstrate the team members' education and recent experience performing similar services. Also, provide a project organizational chart and detail the experience of senior management and the support staff that will be used in this project.
- G. Data – Demonstration of data collection and presentation for performing the proposed work at Town facilities, following the initial review process by the Town.

SELECTION PROCESS AND RIGHT TO REJECT

The Town intends to "short-list" firms responding to this RFQ and to interview one or more firms to accurately assess their qualifications. The Town may invite one or more firms to respond to a Request for Proposals (RFP) and will negotiate a scope of services and a fee proposal with the selected firm. The Town will evaluate and select the firm based on qualifications, experience and performance with similar engagements, references, ability to provide timely services, awareness of project issues, opportunities and constraints, and estimated fees and expenses. The selected firm must be able to meet all municipal, state and federal affirmative action and equal employment opportunity practices and guidelines.

The Town does not expressly state or imply any obligation to reimburse responding firms for any expenses incurred in preparing submissions in response to this request. The Town reserves the right to reject any or all submissions, to select a firm in a manner that is advantageous to the municipality and to waive all formalities in the bidding. Neither the Town, nor any of its respective officers, directors, employees or authorized agents

shall be liable for any claims or damages resulting from the evaluation, selection, non-selection or rejection of any proposal submitted in response to this Request for Qualifications and subsequent Request for Proposals. The project will not be deemed to be awarded until a written contract, in a form acceptable to the Town, has been fully executed by both parties.

Note that personnel in charge of the project will be required to possess and maintain a valid Professional Engineering License in the State of Connecticut.

Additional Information

Additional information may be obtained by contacting Allen N. Corson, Facilities Management Director, at 860-429-3326 or corsonan@mansfieldct.org.

TIMELINE OF THE RFQ PROCESS

- A. RFQ due no later than 3:00 p.m., Friday, August 21, 2015.
- B. Interviews with perspective firms -- Anticipated date range: August 24, 2015 to September 25, 2015
- C. Notice to selected firms from interviews pertaining to next step procedures (RFP): Anticipated date: Fall 2015.

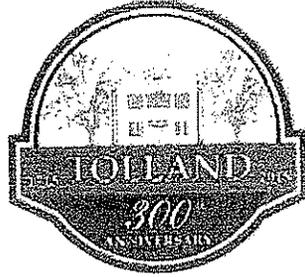
All inquiries relative to the specifications must be made in writing to Allen N. Corson, Director of Facilities Management at corsonan@mansfieldct.org, with a copy to Cherie Trahan, Finance Director at trahanca@mansfieldct.org, and Matthew Hart, Town Manager at hartmw@mansfieldct.org, on or before 3:00 p.m., Monday, August 17, 2015.

TOWN OF MANSFIELD – ADDENDUM A

BUILDING	LOCATION	SQUARE FOOTAGE
Audrey P. Beck Municipal Building	4 S. Eagleville Road Mansfield, CT 06268	26,000
Bicentennial Pond Bath House	230 Clover Mill Road Mansfield, CT 06268	600
Bicentennial Pond Pavilion	230 Clover Mill Road Mansfield, CT 06268	600 1,000 with cover
Bus Garage	1725 Stafford Road Mansfield, CT 06268	2,500
Eagleville School House (Office Space not in use)	898 Stafford Road Mansfield, CT 06268	1,000
Fire Department Station #107	879 Stafford Road Mansfield, CT 06268	9,284
Fire Department Station #207	1722 Storrs Road Mansfield, CT 06268	7,820
Fire Department Station #307	999 Storrs Road Storrs, CT 06268	7,778
Historical Society (two buildings)	954 Storrs Road Mansfield, CT 06268	4,200
Nash Zimmer Transportation Center	23 Royce Circle Storrs Mansfield, CT 06268	4,291
Landfill/Transfer Station Buildings	221 Warrenville Road Mansfield Center, CT 06250	4,200
Lions Park Concession Building	Warrenville Road Mansfield, CT 06268	420
Maintenance Shop	105 Walters Avenue Mansfield, CT 06268	18,000
Mansfield Community Center	10 South Eagleville Road Mansfield, CT 06268	38,500
Mansfield Discovery Depot (Daycare)	50 Depot Road Mansfield Depot, CT 06251	12,200
Mansfield Animal Shelter	230 Clover Mill Road Mansfield, CT 06268	800
Mansfield Public Library (Buchanan Ctr.)	54 Warrenville Road Mansfield Center, CT 06250	16,735

Public Works - Mansfield Town Garage	230 Clover Mill Road	7,765
	Mansfield, CT 06268	
Public Works Grounds Building	230 Clover Mill Road	1,560
	Mansfield, CT 06268	
Public Works Vehicle Garage	230 Clover Mill Road	9,600
	Mansfield, CT 06268	
	Mansfield Depot, CT 06251	
Senior Center	303 Maple Road	9,243
	Mansfield, CT 06268	
Storrs Center Parking Garage	33 Royce Circle	130,000
	Storrs Mansfield, CT 06268	
	Town Buildings.	183,396

PAGE
BREAK



The Tolland 300th Anniversary Committee invites you to MAKE HISTORY with us Saturday, Sept. 19

by marching in or entering a float or vehicle in the Tolland 300th Anniversary Parade.

The parade is 8/10s of a mile long, beginning at 1 p.m., rain or shine, at Tolland Intermediate School, following along the historic Tolland Green and ending at the corner of Dunn Hill and Old Stafford roads.

*

Entry forms are available now at [Tolland 300.org](http://Tolland300.org) (under upcoming events.) They should be filled out and returned as soon as possible to parade@tolland300.org or mailed to Tolland 300th co-chairwoman Celeste Senechal, 19 Joe Sabbath Dr., Tolland, CT 06084.

*

Note: entries must be received no later than Sept. 1.

*

Floats will compete for prizes. The theme of the parade is "The Settlers Still Rock."

*

For more information, visit Tolland300.org or send questions to parade@Tolland300.org.



PARADE FORM—Civic Groups, Businesses, and Neighborhood Groups

Make History on Saturday, Sept. 19, 2015. Participate in the Tolland 300th anniversary parade!
1 P.M. along the historic Tolland green.

Save this form, fill it out, and send it via email to parade@Tolland300.org. Not an option? Mail form to: Celeste Senechal, 19 Joe Sabbath Dr., Tolland, CT 06084

YES, we would like to participate:

Name of Organization: _____

Contact Name: _____ Email Address: _____

Contact Address: _____ Contact Number: _____

How will you participate: (briefly describe your parade unit and if you are bringing a vehicle or float, describe that)

Check appropriate participation description.

PARADE WALKERS: Note: if you are a parade walker representing a group, there must be a responsible adult accompanying your group of walkers who must take responsibility for the group's behavior and safety.

FLOAT: Floats will be given an assigned location at the town garage or salt shed lot just off Old Post Road.

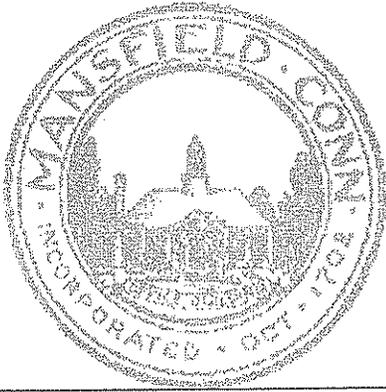
VEHICLE: (antique car, firetruck) Vehicles will be given an assigned location at the town garage or salt shed lot just off Old Post Road.

Please provide any additional information about your group here for our parade announcer:

IMPORTANT: Once you send in your form, you will be contacted by the parade organizer to confirm your participation and to receive your designated spot in the line-up.

Visit our web site, Tolland300.org, to review the latest information on the parade.

For more information, contact Kate Farrish at 860-871-8089 or katefarrish@live.com or Beth Banning 860-875-9449 or esbann@aol.com



THE MANSFIELD

MINUTE

Item #13

AUGUST 2015

www.mansfieldct.gov

- *Mansfield Public Schools begin classes on August 26.*
- *FREE Mattress/Box Spring Recycling: Bring your mattresses and box springs in good shape to the transfer station. They are then "deconstructed" and the metal, wood, foam, and cloth are recycled into new products.*
- *Thinking of getting a pool? Call the Building Department at 429-3324, for safety's sake.*
- *Save the Date: Celebrate Mansfield Festival on Sunday, Sept. 20, 12-4 PM. On the Town Square downtownstorrsfestival.org*



ULI GLOBAL AWARDS FOR EXCELLENCE
FINALIST 2015



World Class!

*Storrs Center Selected as Finalist
for ULI Global Awards
for Excellence*

As you may have heard, Storrs Center is one of twenty-two real estate developments from around the world that have been selected as finalists for the 2015 Urban Land Institute (ULI) Global Awards for Excellence. The competition is widely recognized as one of the land use industry's most prestigious award programs.

Award finalists will advance to the final stage of the competition, with ULI announcing a group of winners at its Fall Meeting in San Francisco. An international jury of ULI members with real estate development, finance, land planning, public affairs and design expertise will select the winning projects.

ULI's Global Awards for Excellence, established in 1979, recognizes real estate projects that achieve a high standard of excellence in design, construction, economics, planning and management. The program, open to the entire industry (not just to ULI members), is viewed as the centerpiece of ULI's efforts to identify and promote best practices in all types of real estate development. The criteria for the awards include leadership, contribution to the community, innovations, public/private partnerships, environmental protection and enhancement, response to societal needs, and financial viability. Throughout the award program's history, all types of projects have been recognized for excellence, including office, residential, recreational, urban/mixed-use, industrial/office park, commercial/retail,

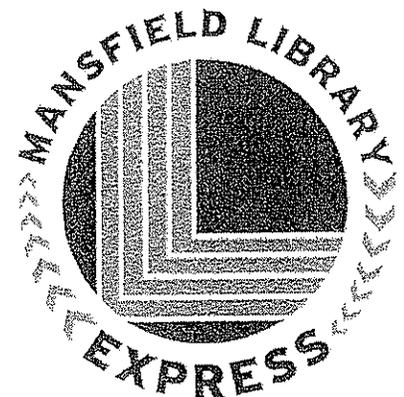
(Continued on page 2)

Library Express is Open

Mansfield Library Express is open at the Nash-Zimmer Transportation Center in Downtown Storrs. This limited service library outpost is a quick and convenient place to pick up items you have requested and return items you borrowed from the library.

Perfect for people who live or work in the Storrs area!

Take a bus or bicycle, ride a dinosaur, fly there with a jetpack. However you get there, it's all waiting for you at the Library Express. Library Express is open Monday – Friday from 8 AM to 5 PM. Visit the Mansfield Library website for more details:
MansfieldPublicLibraryCT.org/library-express/



(World Class! Continued from page 1)
 new community, rehabilitation, and public projects and programs.

As part of the award evaluation process, a ULI juror recently conducted a site visit to view Storrs Center firsthand. I was privileged to be part of the team representing the Mansfield Downtown Partnership (MDP) and its development partners, LeylandAlliance, LLC and Education Realty Trust (EdR). As we discussed the history of the project and toured the site, I couldn't help but reflect on the many and varied challenges we had faced and the pride I felt in what we had accomplished. Seeing all the life in Storrs Center – people sitting outside the restaurants on Dog Lane, visiting the shops on Royce Circle, or playing with their children on the Square – is both uplifting and rewarding.

Developing and building Storrs Center has been a collaborative effort and all of the partners and key stakeholders – the Town, the University, the MDP, Leyland, EdR, our state and federal representatives and the community at-large - have played a vital role. As a New Urbanist, smart

growth project, Storrs Center has allowed us to focus development in an area that that we as a community have identified as appropriate for development, while enabling us to preserve our rural character in other parts of Mansfield.

It will be interesting to see what happens at ULI's Fall Meeting. We're a small community competing with projects in NYC, Paris, London and Hong Kong. Just to be nominated is an honor, but I'm keeping my fingers crossed!

Matt Hart
 Town Manager

Building Our Community Playground — Site Work Has Begun

Site work for the new Community Playground began on Tuesday, July 28, 2015. The Planning and Zoning Commission recently approved a site plan modification for the Community Center site, where the new playground will be located. Curt Vincente, Director of Mansfield Parks & Recreation noted that "Playground Committee members, volunteers and parents who have been working tirelessly for the past four years to raise money for this project, are thrilled to finally see their hard work come to fruition."

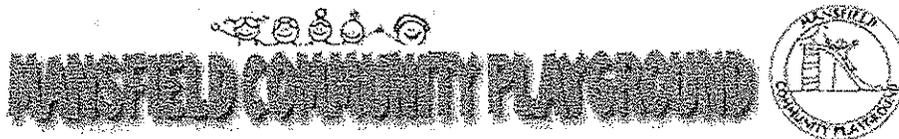
Last year at this time, State Representative Gregory Haddad announced that the State Bonding Commission approved \$100,000 in state financing to help support the building of a new community playground in town. At the time, Haddad was joined by State Senator Donald Williams and State Reps. Mae Flexer and Linda Orange to thank Governor Malloy for recognizing the importance of this project to our community. "Mansfield's kids deserve a playground that they've helped design and build. I'm grateful," said Gregg Haddad.

In addition to the State support, The Jeffrey P. Ossen Family Foundation awarded \$200,000 to Mansfield Advocates for Children (MAC) to benefit this accessible, community-built playground. The playground is part of an ongoing effort by MAC to strengthen community connections and enhance the overall quality of life in Mansfield.

As the site work begins, fundraising will continue for other project amenities such as specialized playground equipment, playground components, picket fencing to surround the playground and other project needs. Volunteers will be needed to help with the community build later this fall. Anyone wishing to support the project financially or to volunteer, can obtain information at the Playground Committee's website, mansfieldcommunityplayground.org.

Town Hall Hours:

Monday	8:15-4:30
Tuesday	8:15-4:30
Wednesday	8:15-4:30
Thursday	8:15-6:30
Friday	8 - 12



Beat the Heat and the Sun...

And Have Some Fun

Summer Safety Tips

from the Eastern Highlands Health District

Don't leave the kids or pets inside the car, even for a minute. Each summer, about 36 kids across the country die from heat-related deaths from being left inside a hot car. The effect is amplified in a car, which acts like a greenhouse trapping sunlight and heat inside. Even on a mild 80 degree day, a child's body can reach as high as 106 degrees Fahrenheit in a half hour left inside a car. Children's bodies can lose their ability to cool themselves at these temperatures, leading to dehydration, heat stroke, seizures and even death. A simple way to prevent locking your child into a hot car is to remind yourself to take them out by putting something you need next to your child (i.e. your left shoe, wallet, briefcase, or cell phone.) You will go to grab your item and remember your child!

Protect your skin. Protecting your skin now can prevent you from getting cancer later. Apply SPF 15 or higher sunscreen every 2 hours, and avoid direct sun light. Visit www.ehhd.org/sun for more tips on sun safety.

BLAST away your risk for tick-borne illness.

Bathe or shower soon after coming indoors,
Look for ticks and remove with fine tipped tweezers,
Apply repellants to skin and/or clothing,
Sculpt your landscape to prevent tick habitat, and
Treat your pet with a product recommended by the vet.

Visit www.ehhd.org/tickprevention for more information for tick borne disease prevention.

Laugh a lot & have a fun, safe, healthy summer!

Follow these steps to make this summer memorable for all the good times, not the "summer bummers" that bring trips to the emergency room. For monthly health,



LearningExpress
LIBRARY™

wellness and safety updates from EHHD please register at www.ehhd.org/newsandupdates.

ONLINE NOW

All you need to prepare for the ACT, SAT, GED & AP Tests.



The Puppets are coming!
The Puppets are coming!

The Ballard Institute & Museum of Puppetry and the UConn Puppet Arts Program will host the *Puppeteers of America's National Puppetry Festival* Aug. 10-16. This biannual festival draws hundreds of puppeteers and puppetry scholars from around the world. All week, there will be workshops, performances, films, and special appearances. The events will take place around UConn's South Campus and School of Fine Arts as well as in Storrs Center. Many events are open to the public. To see a schedule of events, visit www.nationalpuppetryfestival2015.com.

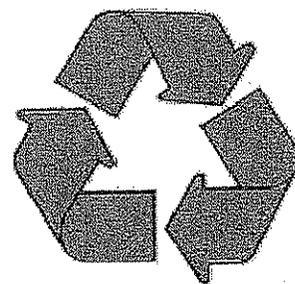
Join the Parade!

On Saturday, August 15, everyone is invited to the *Community Puppet Parade and Town Square Puppet Fair!* The Parade begins on the UConn campus and ends on the Mansfield Town Square. Following the Parade, there will be an instant participatory pageant devised by Boston's Puppeteers Cooperative and performances by puppeteers from Brazil, Canada, and the United States. The Community Puppet Parade and Town Square Puppet Fair are free and open to the public.

TEST YOUR RECYCLING IQ

Which of the following items do you think can be placed in the blue recycle cart?

- A. Tissues
- B. Paper plates
- C. Take-out coffee cups
- D. Aluminum foil
- E. Diapers
- F. Styrofoam meat trays
- G. Red plastic Solo cups
- H. Paper napkins
- I. Plastic wrap
- J. Grocery bags
- K. Styrofoam packing material



And the answer is...

D. aluminum foil & G. plastic cups are the only items on this list that belong in the recycle cart. Plastic wrap and grocery bags can be recycled by either taking them back to the grocery store or bringing them to the transfer station, but they do not belong in the recycle cart. All other items go in the trash. For more guidance on how to dispose of items, use the tool located on the trash website www.mansfieldct.gov/trash.

August Events and Activities in Mansfield

Parks and Recreation

 *The Community Center will be closed August 17-23 for annual maintenance.*

Summer Family Fun Night
Saturdays, August 8 & 15,
4:30-7:30 PM

Try the inflatable slide or use the Tot Toys in the gym, try a game of poolside basketball, stop in the Community Room to do a puzzle or play some board games.
No pre-registration required.

Free Day at the Community Center

Saturday, Aug. 15, 4:30-7:30 PM
Whether you're new to the community center or have been here often, if you're a Mansfield Resident you can visit for FREE.

Backyard Games

Outdoor Volleyball and Badminton sets are available to rent for home use. Reservations (with payment) must be made 48 hours in advance. \$25 deposit check and copy of driver's license is required at the time of rental reservation. Fee: \$10 per set per use (up to 3 days).

Kayak Rentals

We have eight single kayaks with paddles and life jackets. The kayaks are 10.5 feet long and weigh about 42 pounds each. Reservations (with payment) must be made in writing 48 hours in advance. A \$50 deposit check and copy of driver's license is required at the time of the rental. Fee: \$10 per kayak per day.

Town of Mansfield, Connecticut
Audrey P. Beck Municipal Building
4 South Eagleville Road, Mansfield, CT 06268
mansfieldct.gov 860.429.3336

Mansfield Public Library

Magnetic Slime

Wednesday, Aug. 5, 2-3 PM
Master the art of magnetic slime!
For ages 11-19.

Board games will be available after the program until 4 PM.

Drop In Crafts

Thursday, Aug. 6, 1-4 PM
A variety of crafts and activities will be offered and we'll have different projects every week.

Drop In Gardening

Thursday, Aug. 6, 3-4 PM
Our Children's Garden will be open for special activities.

Drop In Board Games, Blocks and Puzzles

Friday, Aug. 7, 2-4 PM
Spend an afternoon playing with board games and building toys.

Music & Movement

Wednesday, Aug. 12, 10:30 AM
Our Wonderful Wednesdays summer finale features musical fun with Nicole Clarke, who knows lots of songs that kids love. Come sing, dance, and enjoy a fun and lively morning!

Ice Cream Social

Thursday, Aug. 13, 2-3 PM
Make your own sundae and enjoy the gardens and story walk. In the auditorium, if the weather does not cooperate!

Family Story Time

Saturdays, 10:30-11:30 AM
Stories, songs and simple crafts for young children with a caregiver. No registration required.

Mansfield Senior Center

Indoor Putting

Fridays in August at 1:30 PM
Try your hand at Indoor Putting & Improve your Short Game! Review Instructional videos as well. There is no cost for this program and no need to pre-register. All equipment will be supplied, but bring along your own putter if you'd like.

Hawaiian Luau

Wednesday, Aug. 12, 12 PM
Leave all your cares behind & get away to the Islands without ever leaving Mansfield! Be sure to dress your best—there will be a prize for the most colorful Hawaiian outfit! \$7 per person. Please purchase your ticket by August 5.

Newcomer's Breakfast

Tuesday, Aug. 25, 9 AM
 Join us for a delicious continental breakfast and an opportunity to learn all you ever wanted to know about the Senior Center! Register at 487-9870 by Aug. 21.

Dinner and a Show

Friday, Aug. 28, 5 PM
Enjoy a Delicious Dinner of Crab Stuffed Flounder, Baked Potato & Garden Salad with Peach Cobbler for Dessert. After Dinner, treat your ears, tap your feet & sing along to the music of Local Musician Jim Dehls, who will serenade us with a variety of all your old favorites! \$7 per person. Please purchase your ticket by Aug. 21.



All Permits in Place for UConn/Mansfield Pipeline

Connecticut Water recently secured the final permit necessary to begin construction of the pipeline from our system in Tolland to Storrs and Mansfield. This will provide a supplemental supply for the University of Connecticut's Storrs campus and serve customers, including projects planned in the Town of Mansfield, consistent with the local plan of conservation and development and the goals of the community.

The extension of Connecticut Water's service area will ensure that there is a long-term public water supplier that can meet the identified needs of the area. Further, it can provide an option for some of the smaller community systems in the area to connect to a public water system to enhance water quality or reliability for residents.

We are working closely with the local community and the University, coordinating the construction plans and communications. Overall, the five-mile long pipeline will be constructed in four segments. Construction began in the Four Corners area of Mansfield (intersection of Route 195 and 44) on July 7. Work in the Four Corners area began first so we could get as much of the construction done in the area closest to the University during the summer months to minimize the impact of the work.

All of Connecticut Water Company's customers benefit as we grow and expand our footprint by extending our systems or through acquisitions of other water systems. As our customer base grows, we have opportunities to spread our fixed costs over a larger customer base, which can help to minimize the impact on rates and reduce future increases.

Construction on the project is expected to take up to 18 months with completion scheduled for the end of 2016. Connecticut Water is launching a project update page on its Web site to keep area residents up to date on lane closures and traffic impacts. You can learn more about the communications efforts on page 1 of this issue or go to www.ctwater.com/projects.



In Your Community

PAGE
BREAK