



**TOWN OF MANSFIELD
TOWN COUNCIL MEETING
July 11, 2016
COUNCIL CHAMBERS
AUDREY P. BECK MUNICIPAL BUILDING
7:00 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	
NEW BUSINESS	
1. Proclamation in Honor of Dr. James Palmer	9
2. Proposed Amendments to the Mansfield Housing Code and Related Ordinances.....	11
3. Mansfield/Chaplin Boundary Line (to be distributed)	
REPORTS OF COUNCIL COMMITTEES	
DEPARTMENTAL AND ADVISORY COMMITTEE REPORTS	
PETITIONS, REQUESTS AND COMMUNICATIONS	
4. Petition to Ensure the Safety of Route 6	21
5. Mansfield Public Library Advisory Board re: Transportation	25
6. T. Briggs (06/27/16)	27
7. A. Hilding (06/27/16)	55
8. N. Silander (06/21/16)	61
9. Tolland Fire Department re: Thank you.....	63
10. J. Carrington re: Mr. McGarry's Traffic Concerns	65
11. M. Hart: Route 6 Petition.....	69
12. Yale Data-Driven CT Municipal Solar Scorecard 2016	71
13. The Mansfield Minute – July 2016.....	75
FUTURE AGENDAS	
EXECUTIVE SESSION	

ADJOURNMENT

SPECIAL MEETING – MANSFIELD TOWN COUNCIL

June 21, 2106

DRAFT

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

I. ROLL CALL

Present: Keane, Kochenburger, Marcellino, Moran, Raymond, Ryan, Sargent, Shaiken, Shapiro

Mr. Ryan moved and Ms. Keane seconded to convene as the Water Pollution Control Authority. The motion passed unanimously.

II. OLD BUSINESS

1. WPCA, UConn Sewer Agreement

Town Manager Matt Hart began the discussion noting that Attorney James Welch, Director of Public Works John Carrington, Director of Finance Cherie Trahan and Planning and Economic Director Linda Painter were available to answer questions regarding the proposed agreement.

Four Corners Water and Sewer Advisory Committee members Meg Reich and Jason Coite were also in attendance.

Mr. Welch and Mr. Carrington presented an overview of the provisions of the proposed agreement.

In the discussion by Council members the following questions and requests were flagged:

- Provide additional information on the usage chart (page 67 of the packet) showing the current wastewater flow volumes for Regional School District 19, the town hall, and the Mansfield Community Center
- Include an exhibit which lists those residential areas which are currently serviced by UConn and are not part of this agreement
- Provide a copy of regulations governing sewage from a community systems
- Suggested including a document or wording spelling out available legal remedies if indemnification is claimed
- Explore whether the Town's liability could be limited, if UCONN was amenable
- Research if Section 22, Indemnification, is triggered would the costs be covered by the Town's insurance carrier
- Change reference to "best industry practices" to "good industry practices" (Section 5.b) Ms. Raymond provided staff with a definition of "good industry practices"
- Strengthen sections regarding communications between UConn and the Town
- Include definitions for "sewage" and "sewerage"

Mr. Coite spoke to the refurbishments currently being done at the treatment plant which are not included in the agreement and future plans which will be included.

June 21, 2016

Meg Reich noted that both Willimantic Water Works and the UConn Sewerage System are community systems not regional systems and commented on the importance of ongoing communications between UConn and the Town. The staff will research the flagged items and provide additional information. The issue will be listed as an item of old business for the second meeting in July. At the request of the Mayor, the Town Manager will provide updates prior to that meeting.

III. PUBLIC COMMENTS

No comments were offered

IV. ADJOURNMENT

Mr. Shaiken moved and Mr. Ryan seconded to adjourn the meeting at 7:44 p.m. Motion passed unanimously.

Paul M. Shapiro, Mayor

Mary Stanton, Town Clerk

June 21, 2016

REGULAR MEETING – MANSFIELD TOWN COUNCIL
June 27, 2016
DRAFT

Mayor Paul M. Shapiro called the regular meeting of the Mansfield Town Council to order at 7:00 p.m. in the Council Chamber of the Audrey P. Beck Building.

I. ROLL CALL

Present: Keane, Marcellino, Moran, Raymond, Ryan, Sargent, Shaiken, Shapiro
Excused: Peter Kochenburger

II. APPROVAL OF MINUTES

Mr. Ryan moved and Ms. Moran seconded to approve the minutes of the June 13, 2016 minutes as presented. Motion passed with all in favor except Mr. Marcellino who abstained.

III. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

Alison Hilding, Southwood Road and member of the State Council of Environmental Quality but speaking as an individual, asked the Council to address the idea of bringing water from the Shenipsit Lake to a potential brew pub in Town, the product of which would be sold elsewhere. Ms. Hilding also noted that DEEP is accepting comments on the integrated town water plans and asked the Council to request DEEP include the Nelson Brook, Weaver Brook and Cedar Swamp Brook in their next plan. (Handouts regarding draft alcohol and live music regulations and SB 422 will be included in the July 11, 2016 Town Council packet as communications. A copy of the Willimantic River Watershed Summary and various documents on the Willimantic Watershed, Eagleville Brook and Cedar Swamp Brook are filed with the June 27, 2016 Town Council packet in the Town Clerk's office)

Gary Bent, Mansfield Hollow Road, updated the Council on the infusion station proposed for Andover. Mr. Bent noted that a problem with the turning radius into the driveway caused the applicant to withdraw the application but expects that the application will be resubmitted. Mr. Bent is in favor of the Route 6 safety study.

Peter Millman, Dog Lane, echoed Mr. Bent's comments calling the proposed infusion station both dangerous and unnecessary especially give the most recent report of the Governor's Council on Energy which downplayed the state's reliance on natural gas. Thomas Briggs, Foster Drive Windham, asked the Council to reconsider the vote to end the Mansfield Fare Free program. (Statement included as a communication in the July 11, 2016 Town Council packet)

IV. REPORT OF THE TOWN MANAGER

In addition to his written report the Town Manager offered the following comments:

- Clarified, in response to Councilors' questions, that a person affiliated with UConn who lives in Mansfield and meets the income criteria is eligible for a bus pass.
- The Town Manager will try to schedule a special meeting of the Council to complete the discussion of Town Council Goals.

June 27, 2016

- Announced that on July 11, 2016 representatives of Masonicare will be attending a luncheon at the Senior Center and a 6:00 p.m. special meeting of the Council.

V. REPORTS AND COMMENTS OF COUNCIL MEMBERS

Mayor Shapiro reported that he participated in the inaugural meeting of the Willington/Mansfield Task Force regarding K-8 Education in Willington. The Mayor commented that it will be a long hard process to look at all the issues but that this was a good first step to see if there is common ground in an effort to provide the best education for all students.

Mr. Shaiken reported that he, Mayor Shapiro, Councilor Marcellino and Town Manager Matt Hart attended the June 23, 2016 vigil memorializing the victims of the Orlando attack.

VI. OLD BUSINESS

No items of old business.

VII. NEW BUSINESS

1. Proclamation Designating the Month of July as National Parks and Recreation Month in the Town of Mansfield

Ms. Moran moved and Mr. Ryan seconded, effective June 27, 2016, to authorize the Mayor to issue the attached proclamation designating the Month of July as National Parks and Recreation Month.

Motion passed unanimously.

2. Outdoor Wood Furnaces

Mr. Shaiken moved and Ms. Moran seconded, effective June 27, 2016, to refer the consideration of a ban against outdoor wood furnaces to the Planning and Zoning Commission for its review and consideration.

Ms. Keane offered an amendment eliminating the words, "...the consideration of a ban against..." and substituting, "...consideration of the regulation of..."

Mr. Shaiken and Ms. Moran accepted the change as a friendly amendment.

Councilors discussed the role of the Council, the health effects of these stoves on the general population, and the current use within the Town.

The amended motion passed with all in favor except Keane, Raymond and Sargent who voted in opposition.

3. Petition to Ensure the Safety of Route 6

Mr. Ryan moved and Mr. Sargent seconded, effective June 27, 2016, to:

- 1) request that the Connecticut Department of Transportation (CTDOT) conduct a safety study of the operation of the infusion station to be proposed by Global CNG Holdings (also known as Pentagon Energy);

- 2) request that Mansfield's state representatives request the same from the CTDOT; and

- 3) refer the matter to the Transportation Advisory Committee and the Conservation Commission to monitor future developments regarding this issue.

June 27, 2016

Ms. Keane moved and Mr. Shaiken seconded to add the following wording to item 1, "...Route 6 in regards to..." The item now reads: request that the Connecticut Department of Transportation (CTDOT) conduct a safety study of Route 6 in regards to the operation of the infusion station to be proposed by Global CNG Holdings (also known as Pentagon Energy).

The amendment passed unanimously.

The motion as amended passed unanimously.

4. Bus Garage Lease Agreement with M&J Bus, Inc.

Ms. Moran moved and Mr. Marcellino seconded, effective June 27, 2016, to authorize the Town Manager to execute the attached Agreement of Lease between the Town of Mansfield and M&J Bus, Inc., for a term to commence on July 1, 2016 and to expire on June 30, 2021.

Finance Director Cherie Trahan provided an overview of the history of the leasing of the garage and the results of the responsive bids.

Motion passed unanimously.

VIII. REPORTS OF COUNCIL COMMITTEES

Mr. Ryan, Chair of the Finance Committee, reported that the Committee will not be meeting on July 11, 2016 but will schedule a special meeting on July 28, 2016.

IX. DEPARTMENTAL AND COMMITTEE REPORTS

No comments offered.

X. PETITIONS, REQUESTS AND COMMUNICATIONS

5. L. Petrus (6/20/16)

6. Agriculture Committee re: MBOE food services director

7. Letter to Governor Malloy re: Crumbling Foundations

8. M. Hart re: Appointment to Mansfield Conservation Commission

9. M. Hart re: Connecticut State Employees Retirement Commission, Municipal Liaison Position

10. Eastbrook Heights Condominium Association re: Special Permit Application

11. Government Finance Officers Association re: Certificate of Achievement for Excellence in Financial Reporting

XI. FUTURE AGENDAS

No items offered.

Mr. Shaiken moved and Mr. Marcellino seconded to move into executive session to discuss Strategy and Negotiations with Respect to Pending Claims or Litigation, in accordance with CGS§1-200(6)(B) and to include Town Attorney Kevin Deneen, Town Manager Matt Hart and Director of Planning Linda Painter.

Motion passed unanimously.

June 27, 2016

XII. EXECUTIVE SESSION

Strategy and Negotiations with Respect to Pending Claims or Litigation, in accordance with CGS§1-200(6)(B)

Present: Keane, Marcellino, Moran, Raymond, Ryan, Sargent, Shaiken, Shapiro

Also Attending: Town Attorney Kevin Deneen, Town Manager Matt Hart, and Director of Planning Linda Painter

The Council reconvened in regular session.

XIII. ADJOURNMENT

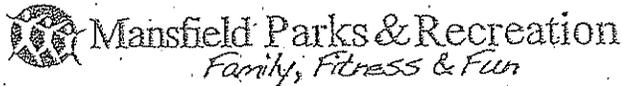
Ms. Moran moved and Mr. Ryan seconded to adjourn the meeting at 8:40 p.m.

Motion passed unanimously.

Paul M. Shapiro, Mayor

Mary Stanton, Town Clerk

June 27, 2016



Designation of July 2016 as Parks and Recreation Month
Town of Mansfield, Connecticut

WHEREAS parks and recreation programs are an integral part of communities throughout this country, including the Town of Mansfield, Connecticut; and

WHEREAS our parks and recreation are vitally important to establishing and maintaining the quality of life in our communities, ensuring the health of all citizens, and contributing to the economic and environmental well-being of a community and region; and

WHEREAS parks and recreation programs build healthy, active communities that aid in the prevention of chronic disease, provide therapeutic recreation services for those who are mentally or physically disabled, and also improve the mental and emotional health of all citizens; and

WHEREAS parks and recreation programs increase a community's economic prosperity through increased property values, expansion of the local tax base, increased tourism, the attraction and retention of businesses; and crime reduction; and

WHEREAS parks and recreation areas are fundamental to the environmental well-being of our community; and

WHEREAS parks and natural recreation areas improve water quality, protect groundwater, prevent flooding, improve the quality of the air we breathe, provide vegetative buffers to development, and produce habitat for wildlife; and

WHEREAS our parks and natural recreation areas ensure the ecological beauty of our community and provide a place for children and adults to connect with nature and recreate outdoors; and

WHEREAS the U.S. House of Representatives has designated July as Parks and Recreation Month; and

WHEREAS the Town of Mansfield, Connecticut recognizes the benefits derived from parks and recreation resources

NOW THEREFORE, BE IT RESOLVED BY the Mansfield Town Council that July is recognized as Parks and Recreation Month in the Town of Mansfield, Connecticut.

Paul Shapiro, Mayor

Date

PAGE
BREAK



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant Town Manager; Kelly Lyman, Superintendent of Schools
Date: July 11, 2016
Re: Proclamation in Honor of Dr. James Palmer

Subject Matter/Background

Dr. James "Jim" Palmer recently retired after 34 years of dedicated service as principal of Vinton Elementary School. Earlier in his career, Dr. Palmer also taught for three years at Mansfield Middle School.

Dr. Palmer's passion for education is evident and he has positively influenced generations of Mansfield students. We will certainly miss him.

Recommendation

I request that the Council authorize Mayor Shapiro to issue the attached proclamation.

If the Town Council concurs, the following motion is in order:

Move, effective July 11, 2016, to authorize the Mayor to issue the attached Proclamation in Honor of Dr. James Palmer.

Attachments

- 1) Proclamation in Honor of Dr. James Palmer



Proclamation

Town of Mansfield, Connecticut

WHEREAS, Dr. James "Jim" Palmer has retired after a distinguished career in education, beginning as a teacher at the Mansfield Middle School in 1974 and serving as the principal of Vinton Elementary School for the last 31 years; and

WHEREAS, Dr. Palmer's passion for education is evident and heartfelt, given the strong rapport he has developed with his students, teachers, and the larger Mansfield community; and

WHEREAS, Dr. Palmer is also known for his wit and encyclopedic knowledge of the community, the district, and issues important to his students; and

WHEREAS, Dr. Palmer has helped to educate generations of Mansfield residents, and his dedication and service are an inspiration to all.

NOW, THEREFORE, BE IT PROCLAIMED that the Town of Mansfield does hereby extend to Dr. James Palmer its heartfelt congratulations and thanks for a lifetime of service to our community.

IN WITNESS WHEREOF, I have set my hand and caused the seal of the Town of Mansfield to be affixed on this July 11th in the year 2016.

Paul M. Shapiro, Mayor
Town of Mansfield
July 11, 2016



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant Town Manager; Michael Nintean, Director Building & Housing Inspection; Linda Painter, Director of Planning and Development
Date: July 11, 2016
Re: Proposed Amendments to the Mansfield Housing Code and Related Ordinances

Subject Matter/Background

Staff has been working with the Ad Hoc Committee on Rental Regulations and Enforcement to review and update various provisions within the Town's housing code and related ordinances. The Committee has voted to send the attached draft language for consideration and possible action by the Town Council.

The objectives of the proposed amendments are to accomplish the following:

- The amendments to the Section 901.1 of the Housing Code and Section 152-4 of the Landlord Registration Ordinance would ensure that the definition of an owner-occupied dwelling is consistent and in line with the most stringent provisions as presently codified within the Mansfield Off Street Parking Ordinance. This change would eliminate the current loophole that exempts certain rental properties from landlord registration and certificate requirements when a small percentage of the property is transferred into the name of someone residing in the unit (such as 1%) or when an officer of the LLC holding title to the property resides in the unit.
- The amendment to Section 901.2 of the Housing Code would require a dwelling unit to be in compliance with all pertinent laws, ordinances and regulations prior to a rental certificate being issued. This would give staff the ability to hold a certificate and for fines to accrue if the subject unit meets the requirements of the Housing code but is not in compliance with other regulations such as zoning, health, fire, building, etc.
- The amendment to Section 404.5 of the Housing Code would delete the current overcrowding provision in the code and replace the language in its entirety to be consistent with the current Mansfield Zoning Regulations. This would allow housing certificates to be revoked for noncompliance and fines to accrue at a rate of \$100 per day until the zoning violation is

corrected. Please be aware while this step adds tools to achieve compliance it remains challenging to prove overcrowding and a violation of this provision of the Zoning Regulations. The current method of monitoring and counting cars is imperfect.

As a reminder, Chapter 130 of the Mansfield Code adopts the International Property Maintenance Code (2003 edition) to serve as the Town's Housing Code, with local modifications.

Financial Impact

Other than a minor increase in certification fees collected from currently exempt properties, there should be little to no financial impact if the proposed changes are enacted.

Recommendation

Staff recommends that the Town Council schedule a public hearing to solicit public comment regarding the proposed changes to the housing code and related ordinances.

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

Move, effective July 11, 2016, to schedule a public hearing for 7:00 PM at the Town Council's regular meeting on July 25, 2016, to solicit public comment regarding the proposed amendments to the Mansfield Housing Code and related ordinances.

Attachments

- 1) Chapter 130, Section 901 of the Housing Code (**blackline** and clean copy)
- 2) Chapter 152. Rental Property (**blackline** and clean copy)
- 3) Chapter 130, Section 404 of the Housing Code (**blackline** and clean copy)

Chapter 130. Housing Code

Article II. Amendments to Code

§ 130-35. Chapter 9, Rental Certification and Inspections.

[Amended 3-26-2007, effective 4-20-2007; 10-14-2014, effective 11-7-2014]
Add CHAPTER 9, RENTAL CERTIFICATION AND INSPECTIONS:

SECTION 901 CERTIFICATION

Findings. The Town Council of the Town of Mansfield finds that inadequate maintenance of residential rental property within the community is a detriment to the public welfare, health and safety.

901.1 Scope. No owner, agent or person in charge of a residential rental housing unit offered for rent within the Town of Mansfield shall allow any person to occupy the same as a tenant or lessee for a valuable consideration, unless the owner, agent or person in charge holds a valid certificate of compliance issued by the Code Official for the specific housing unit.

Exception: The provisions of this chapter shall not apply to those housing units that are:

1. Age-restricted to persons aged 55 and older.
2. Owned by the Mansfield Housing Authority.
3. Owned by the State of Connecticut. This exception shall not include those dwellings or dwelling units located within the Town of Mansfield that are owned by an entity leasing real property from the State of Connecticut.
4. Newly constructed housing units for the first five years after issuance of an initial certificate of occupancy by the Town of Mansfield Building Department.
5. Housing units in any building consisting of not more than four units, ~~one of which is where the owner's primary place of residence in which he or she remains for more than half of the calendar year.~~ resides at least 6 months per calendar year. Owner is defined as that individual owning at least a 50% fee simple interest in said property. To qualify for this exemption, any such owner-occupant must be the record owner of a minimum 50% fee simple interest in said residential rental property in his or her personal individual capacity only.
6. Single-family dwelling units rented or leased for a period not to exceed one year when the original owner occupant will return to that unit as his or her primary residence at the end of the rental term or lease.
7. Single-family dwelling units sold and rented or leased by the buyer to the seller as a condition of the sale to provide the seller with extended occupancy for a period not to exceed one year.

Implementation Schedule: The provisions of this chapter shall be implemented pursuant to a schedule, hereinafter referred to as the "implementation schedule," developed and maintained by the Code Official. No owner, agent or person in charge of a dwelling or dwelling unit located within the Town of Mansfield shall be found in violation of this chapter until such time as he/she fails to obtain a valid certificate of compliance within the period of time specified by the implementation schedule.

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

901.2 Conditions for issuance of certificates. Upon request of the owner, agent or other person authorized to rent a dwelling unit (hereinafter referred to as the "applicant"), the Code Official will be available at an appointed time, within a reasonable amount of time, agreed upon by the Code Official and the applicant, or later if the applicant requests, to inspect such dwelling or dwelling unit. If such inspection or reports provided to the Code Official pursuant to 130-10 establishes that the dwelling or dwelling unit is in substantial compliance with this code and any other applicable law, regulation or code, the Code Official shall issue a certificate of compliance for said dwelling or dwelling unit, provided that all fees or other assessments charged against the dwelling or dwelling unit pursuant to this Housing Code have been paid. One copy of the certificate of compliance shall be handed to or sent by mail to the applicant; a second copy shall be posted by the owner or his/her designated agent in a conspicuous location inside the dwelling or dwelling unit for the information of the tenant and shall not be removed by or at the direction of anyone other than the tenant; and a third copy shall be kept on file in the Code Official's office. After the issuance of a certificate, if, upon reinspection or receipt of reports provided to the Code Official pursuant to Section 130-10 pursuant to this code it is determined by the Code Official that the dwelling or dwelling unit is no longer in substantial compliance with this code or any other applicable law, regulation or code, the certificate may be revoked by the Code Official in a writing stating the reasons for the revocation.

Chapter 130. Housing Code

Article II. Amendments to Code

§ 130-35. Chapter 9, Rental Certification and Inspections.

[Amended 3-26-2007, effective 4-20-2007; 10-14-2014, effective 11-7-2014]
Add CHAPTER 9, RENTAL CERTIFICATION AND INSPECTIONS:

**SECTION 901
CERTIFICATION**

Findings. The Town Council of the Town of Mansfield finds that inadequate maintenance of residential rental property within the community is a detriment to the public welfare, health and safety.

901.1 Scope. No owner, agent or person in charge of a residential rental housing unit offered for rent within the Town of Mansfield shall allow any person to occupy the same as a tenant or lessee for a valuable consideration, unless the owner, agent or person in charge holds a valid certificate of compliance issued by the Code Official for the specific housing unit.

Exception: The provisions of this chapter shall not apply to those housing units that are:

1. Age-restricted to persons aged 55 and older.
2. Owned by the Mansfield Housing Authority.
3. Owned by the State of Connecticut. This exception shall not include those dwellings or dwelling units located within the Town of Mansfield that are owned by an entity leasing real property from the State of Connecticut.
4. Newly constructed housing units for the first five years after issuance of an initial certificate of occupancy by the Town of Mansfield Building Department.
5. Housing units in any building consisting of not more than four units, where the owner resides at least 6 months per calendar year. Owner is defined as that individual owning at least a 50% fee simple interest in said property. To qualify for this exemption, any such owner-occupant must be the record owner of a minimum 50% fee simple interest in said residential rental property in his or her personal individual capacity only.
6. Single-family dwelling units rented or leased for a period not to exceed one year when the original owner occupant will return to that unit as his or her primary residence at the end of the rental term or lease.
7. Single-family dwelling units sold and rented or leased by the buyer to the seller as a condition of the sale to provide the seller with extended occupancy for a period not to exceed one year.

Implementation Schedule: The provisions of this chapter shall be implemented pursuant to a schedule, hereinafter referred to as the "implementation schedule," developed and maintained by the Code Official. No owner, agent or person in charge of a dwelling or dwelling unit located within the Town of Mansfield shall be found in violation of this chapter until such time as he/she fails to obtain a valid certificate of compliance within the period of time specified by the implementation schedule.

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

901.2 Conditions for issuance of certificates. Upon request of the owner, agent or other person authorized to rent a dwelling unit (hereinafter referred to as the "applicant"), the Code Official will be available at an appointed time, within a reasonable amount of time, agreed upon by the Code Official and the applicant, or later if the applicant requests, to inspect such dwelling or dwelling unit. If such inspection or reports provided to the Code Official pursuant to 130-10 establishes that the dwelling or dwelling unit is in substantial compliance with this code and any other applicable law, regulation or code, the Code Official shall issue a certificate of compliance for said dwelling or dwelling unit, provided that all fees or other assessments charged against the dwelling or dwelling unit pursuant to this Housing Code have been paid. One copy of the certificate of compliance shall be handed to or sent by mail to the applicant; a second copy shall be posted by the owner or his/her designated agent in a conspicuous location inside the dwelling or dwelling unit for the information of the tenant and shall not be removed by or at the direction of anyone other than the tenant; and a third copy shall be kept on file in the Code Official's office. After the issuance of a certificate, if, upon reinspection or receipt of reports provided to the Code Official pursuant to Section 130-10 it is determined by the Code Official that the dwelling or dwelling unit is no longer in substantial compliance with this code or any other applicable law, regulation or code, the certificate may be revoked by the Code Official in a writing stating the reasons for the revocation.

Chapter 152. Rental Property

Article I. Landlord Registration

§ 152-4. Definitions.

As used in this article, the following terms shall have the meanings indicated:

ADDRESS

A location as described by the full street number, if any, the street name, the city or town, and the state, and not a mailing address such as a post office box.

AGENT IN CHARGE

One who manages real estate, including, but not limited to, the collection of rents and supervision of property.

NONRESIDENT OWNER

Of a residential rental housing unit means any owner of such said property who does not reside onsite or does not own at least a 50% interest fee simple in his individual capacity. in any such unit or its associated premises, which is owned by her or him. Any owner-occupant who is not the record owner of a minimum of 50% fee simple interest in said residential rental property in his or her personal individual capacity shall also be considered a non-resident owner for the purposes of this article.

Chapter 152. Rental Property

Article I. Landlord Registration

§ 152-4. Definitions.

As used in this article, the following terms shall have the meanings indicated:

ADDRESS

A location as described by the full street number, if any, the street name, the city or town, and the state, and not a mailing address such as a post office box.

AGENT IN CHARGE

One who manages real estate, including, but not limited to, the collection of rents and supervision of property.

NONRESIDENT OWNER

Of a residential rental housing unit means any owner of said property who does not reside onsite or does not own at least a 50% interest fee simple in his individual capacity. Any owner-occupant who is not the record owner of a minimum of 50% fee simple interest in said residential rental property in his or her personal individual capacity shall also be considered a non-resident owner for the purposes of this article.

Chapter 130. Housing Code

Article II. Amendments to Code

§ 130-25. Section 404, Occupancy Limits.

SECTION 404, OCCUPANCY LIMITS, is amended as follows:

- A. 404.1 Privacy. Dwelling units, housekeeping units, rooming units and apartment units shall be arranged to provide privacy and be separate from other adjoining spaces.
- B. 404.5 Overcrowding. The maximum occupancy by unrelated individuals in a dwelling unit shall be as provided in the Mansfield Zoning Regulations, as may be amended.

Chapter 130. Housing Code

Article II. Amendments to Code

§ 130-25. Section 404, Occupancy Limits.

SECTION 404, OCCUPANCY LIMITS, is amended as follows:

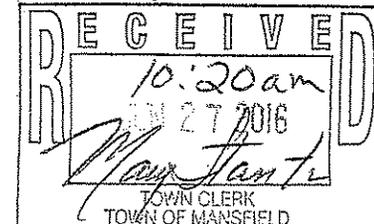
- A. 404.1 Privacy. Dwelling units, housekeeping units, rooming units and apartment units shall be arranged to provide privacy and be separate from other adjoining spaces.
- B. 404.5 Overcrowding. The maximum occupancy by unrelated individuals in a dwelling unit shall be as provided in the Mansfield Zoning Regulations, as may be amended.

Petition to Ensure the Safety of Route 6

Mansfield Town Council:

- Whereas Global CNG Holdings (also known as Pentagon Energy) plans to convoy high pressure, natural gas by truck from eastern Pennsylvania to Andover, CT, where it will be pumped into the Algonquin Pipeline, a natural gas transmission pipeline,
- Whereas the company plans to have 5 to 8 trucks an hour, 24 hours a day, 7 days a week coming into an infusion station on Rte. 6 where it will be pumped into the Algonquin Pipeline,
- Whereas the trucks will haul a trailer with four tubes filled with compressed natural that are 46 inches in diameter and 45 feet long,
- Whereas the gas in these tubes will be pressurized at 4500 pounds per square inch (psi).
- Whereas 4500 psi is a pressure much higher than the gas pressure in the Algonquin Pipeline which is between 600 and 800 psi,
- Whereas the company plans to run this operation for five months a year, November through March, which would increase truck traffic by over 120,000 loaded truck trips and over 120,000 empty truck trips on Rte. 6,
- Whereas Rte. 6 has several accidents per year. From 2010 to 2014, 190 accidents in Andover, 111 accidents in Columbia, and 211 accidents in Bolton,
- Whereas it is quite likely, with this increase in traffic, the accident rate will increase, and one or more of these trucks will be in an accident,
- Whereas transmission pipeline (600 to 800 psi) ruptures lead to explosions with a hazard radius of about 800 feet,
- Whereas a rupture of a trailer tube (4500 psi) would create a hazard radius well over 1000 feet,
- Whereas radioactive lead-210 and polonium-210 builds up inside the trailer tube over multiple trips,
- Whereas this radioactive material would be spread over the hazard area in an explosion,

We the undersigned ask the Town of Mansfield to request the Connecticut Department of Transportation to make a safety study of the effect of increased truck traffic on Rte. 6 because of the operation of an infusion station in Andover, particularly the explosive and radioactive hazards. Further that the Town ask our State legislators to request such a safety study.



Petition to Ensure the Safety of Route 6

Mansfield Town Council:

We the undersigned ask the Town of Mansfield to request the Connecticut Department of Transportation to make a safety study of the effect of increased truck traffic on Rte. 6 because of the operation of an infusion station in Andover, particularly the explosive and radioactive hazards.. Further that the Town ask our State legislators to request such a safety study.

Name	Phone	Email	Address	Town
Mike E. Miriam Kurland	860- 933-4924	mimbock@ yahoo.com	269 Wormwood Hill Rd Mansfield Not Storrs Rd.	Storrs
Kathleen Narowski	(860)456-7886	musics_broken_angel@hotmail.com	11 Woodmont Dr	Mansfield
Roseta Schwane			"	"
Steve Johnson Jane D'Amico			16 Jacobs Hill	Mansfield
Julie M. ... Ed Smith	860-5413			
Rhonda Brouder	860- "			
Valerie Oliver		nanny-snow@ hotmail.com	525 Storrs Rd	Mansfield
Barbara A. Straub			38 Boulder Lane	Mansfield

Petition to Ensure the Safety of Route 6

Mansfield Town Council:

We the undersigned ask the Town of Mansfield to request the Connecticut Department of Transportation to make a safety study of the effect of increased truck traffic on Rte. 6 because of the operation of an infusion station in Andover, particularly the explosive and radioactive hazards.. Further that the Town ask our State legislators to request such a safety study.

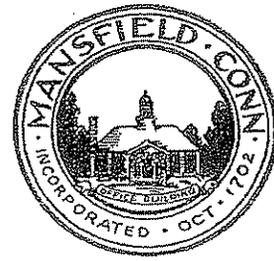
Name	Phone	Email	Address	Town
Charles E. Stramb	860-429-5358	chuck@chuckstramb.com	38 Boulder Lane	Mansfield 06250
Laura Clements			Man Circle Dr. 20 Edgewood Lane	Mansfield Mansfield Center
Maximilian Kort		maximilian.kort@gmail.com		
Brad Goodwin			11 Centre St.	Mansfield Center, CT
Donald Lewis			67 CIRCLE DR	MANSFIELD CT
Anita B. Ewan			67 Circle Dr.	Mansfield CT
Kenneth Pulk			63 Highland Rd	Mansfield
Jamie Pulk			63 Highland Rd	Mansfield
Barbara Giardina			48 Storrs Hgts Rd.	Storrs, CT
Karen Dibala	860-456-2883		16 Jacobs Hill Rd	Mansfield, CT
Hif Rakin	860-420-7478	ahif.m.rakin@gmail.com	4 Max Felix Dr	Storrs CT

Petition to Ensure the Safety of Route 6

Mansfield Town Council:

We the undersigned ask the Town of Mansfield to request the Connecticut Department of Transportation to make a safety study of the effect of increased truck traffic on Rte. 6 because of the operation of an infusion station in Andover, particularly the explosive and radioactive hazards.. Further that the Town ask our State legislators to request such a safety study.

Name	Phone	Email	Address	Town
Jill Lillis	860 429 8223			Mansfield
Gis Happe	860-455-5593	ghhappe@yahoo.com		Storrs
Marij Molar	860-230-5010	marijm59@yahoo.com		Storrs
DON BAXTER	860-429-3936	SND.BAXTER@JUNO.COM		STORRS
Sandra Baxter	860-429-3936	" " "		Storrs



**TOWN OF MANSFIELD
MANSFIELD PUBLIC LIBRARY ADVISORY BOARD**

54 Warrentville Rd.
Mansfield, CT 06250
(860) 423-2501
Fax: (860) 423-9856

June 22, 2016

Matt Hart
Mansfield Town Manager
4 South Eagleville Rd.
Mansfield, CT 06268

Dear Mr. Hart,

The Public Library is a key service institution in Town, providing access to and assistance with diverse informational and recreational resources. It is vital for the library to be easily accessible to all our citizens, whether they use private or public transportation.

We would like to thank you, Councilor Marcellino, John Carrington, and the entire Town Council for your efforts in pursuing increased public access to the Library through means such as sidewalks, expanded parking lots, and bus service.

Sincerely,

The Mansfield Public Library Advisory Board

cc: Alex Marcellino, John Carrington

Delivered via email.

PAGE
BREAK

Thomas Briggs
145-F Foster Drive
Willimantic
CT 06226

Dear Members of Mansfield Town Council,

My name is Thomas Briggs, and I live at 145-F Foster Drive. I am a Windham resident, a 4th year PhD student at UConn, and a regular user of the WRTD Storrs-Willimantic bus service. I am speaking regarding the decision taken by Mansfield Town Council at their last meeting to end the Fare Free program for UConn students, and replace it with the Special Fare program designed only for certain Mansfield residents. I urge you to reconsider this decision for the following reasons:

1. There was insufficient public consultation
2. The ridership data is inaccurate because bus passes were not issued based on residency
3. Many low income UConn students who are Mansfield residents will be unfairly excluded from the Special Fare subsidy.

I will briefly explain all three of these points and then suggest actions Mansfield Town Council should take to redress these errors.

1. Insufficient Public Consultation

The Town Council made no effort to inform members of the public that this decision was being discussed and to be voted on beyond the minimum legal requirements, i.e. the Freedom of Information Act requires the timely uploading of agendas and meeting minutes. Furthermore, the meeting agenda and meeting minutes made no direct reference to withdrawing from the Fare Free program. The Mansfield Town Council meeting minutes of 13th June state,

“VII. New Business [...]

4. Special Fare Agreement with WRTD.

Ms. Moran moved and Mr. Shaiken seconded, effective June 13, 2016, to authorise the Town Manager to execute the Memorandum of Agreement between the Town of Mansfield and the Windham Regional Transit District to provide a Special Fare Program for qualifying Mansfield residents for FY 2016/17.

Motion passed with all in favour except Ms. Keene who voted in opposition.”

See Town Council meeting minutes June 13th (Appendix 1).

Ms Keane’s opposition to the motion was because she wanted to point out a typo (01:28:25).

The only publicly available information about the actual decision was on pages 53-57 of a 180 page meeting packet, which was only available after the decision had already been made, and the 4 hour audio-visual recording of the Town Council meeting available online for 31 days after the meeting (available here: http://townhallstreams.com/locations/mansfield-ct/events/32545/mansfield_ct last accessed on 27th June 2016, Special Fare Program discussion and vote: 01:06:43 to 01:28:30). During that recording, the Mansfield Town Manager, Mr Matthew Hart, referring to the decision to end the Fare Free program, stated that “We’ve discussed this a few times over the past several months particularly during the budget season counsellors may recall” (01:07:50). However, there is no

publicly available record of these prior discussions and I could not find reference to them in any of the following:

- The Town Council meetings on the Budget (to which he was referring)
- The Town Council meetings
- The Town Manager reports
- The Transport Advisory Committee
- The University/Town Relations Committee (this committee met on the 14th June and was attended by the UConn Undergraduate Student Government President Daniel Byrd who was not informed of the decision).

There may be some reference but I was unable to find it.

This is against the Town of Mansfield's policy on transparent and open government, where it states, "the Town will engage the public throughout its decision making process in the spirit of open, visible and transparent government." See *Article 1 of the Town of Mansfield Policy Memorandum on Accountability and Transparency Policy, November 22, 2010 (Appendix 2)*. Not only does this lack of transparency go against Town policy but, by failing to engage the public, the Town Council did not realise they were basing their decision on incorrect data.

2. Bad ridership data

The Town Council justified ending the Fare Free program by citing data that the vast majority of ridership were UConn affiliated and therefore not Mansfield residents. See *p.56 of meeting packet (Appendix 3)*. However, this data was based on bus passes that were not issued according to the rider's residency.

My claim goes against information provided by Mary Stanton to the Town Council at the meeting on 13th June who states that UConn affiliates are issued UConn bus passes and that Mansfield Town Clerk's Office would only issue Mansfield resident passes to Mansfield residents who showed proof of residency "such as a *driver's license*" before issuing a Mansfield resident bus pass (01:24:40). I do not wish to claim she was deliberately giving incorrect information, I presume she believed the information to be correct but somewhere in the administrative process there had been a break-down in communication regarding actual practices.

Ellen Grant, WRTD Administrator also verified at the WRTD Board of Directors meeting on 24th June 2016 that bus drivers record ridership data based on the colour of riders' bus passes. She was working under the assumption that they had been issued according to residency.

It is possible that at a later date Mansfield Town Clerk's Office started to ask for residency requirements. It is not within my capacity to conduct a full enquiry, however I have found sufficient evidence that enough riders were issued with bus passes irrespective of their residency to make the ridership data inaccurate.

Prior to October 2015 the ridership data was categorised based on bus drivers recording riders showing UConn ID's as UConn riders. However, this fails to acknowledge the false binary of UConn/Mansfield because a rider can be both a UConn student and a Mansfield resident.

Neither the UConn Parking Office nor Mansfield Town Clerk's Office asked about residency, yet alone required proof of residency, when issuing bus passes. An email from UConn Transport sent to

UConn students on 21st September 2015 states, “Free bus passes for the UConn community are available for pick-up in both the UConn Parking Office and at the Mansfield Town Clerk’s Office with a UConn ID.”

There is no mention of requiring proof of residency. *See email from UConn Graduate School to UConn Graduate Students (Appendix 4).*

The UConn Parking Office issued Blue UConn bus passes and the Mansfield Town Clerk’s Office issued Yellow or White “Mansfield” bus passes regardless of the student’s residency. For example, I am a Windham resident and was issued this yellow Mansfield bus pass by the Mansfield Town Clerk’s Office. Many other graduate students were issued with bus passes without being asked of their residency and can support my claim. (There is a Facebook campaign group with almost 200 members to improve off-campus public transportation where members posted about how they were issued bus passes not based on their residency.)

I argue that the ridership data the Town Council cited to justify their decision is invalid. I thus ask, what other evidence can the Town Council provide to justify the claim that Mansfield residents make up less than 50% of the ridership of the Storrs-Willimantic bus service? I ride the bus almost every day yet I could not authoritatively state the proportion of ridership residency. N.B. Many UConn students who ride the bus live in Colonial Townhouse Apartments which is split between Mansfield and Windham.

3. Efforts to disqualify low income UConn students from Special Fare Program

As a UConn student and member of the Mansfield community, it was upsetting for me to hear the discussion by the Town Council trying to make it difficult for low income UConn students to qualify as Mansfield residents and thus ineligible for the Special Fare program, with the honourable exception of Mr Kochenburger who expressed discomfort at discriminating against UConn employees (01:27:15). However, most were reassured when Director of Human Services, Patricia Schneider, emphasised the restrictive HUD criteria (01:14:50 and 01:19:40) *see Fee Waiver Packet (Appendix 5).*

Mr Matthew Hart also emphasised that applicants are

“going to need to provide a host of data to Ms Schneider’s office and it’s going to need to be verified. UConn is going to offer its own program but they’re not going to have a 100% subsidy, at least from what I’ve heard. So yes, I could see where UConn folks could come over to the town in an effort to get a pass here. And that’s why it’s going to be important for us to have criteria in place so that we can do appropriate screening, and we have a plan for that” (01:25:20).

UConn students who ride the bus are mostly new international students on low incomes. There is no graduate housing on campus so they have to live off-campus and near the bus line. Especially during their first 6 months at UConn they are dependent on the bus to go to campus, to research and teach, and contribute to the Mansfield area. Yet the 6 month residency requirement will exclude these bus users. I would argue that residency could be proved by a tenancy agreement instead

Household income is also not a true measure of a graduate student’s income. Many low-income students will rent a room in a shared house, or room-share, out of financial necessity as it is the cheapest rental option, but will not consider it a “household” similar to a family unit or romantic partnership. A household implies some form of communal resource sharing which does not necessarily exist just because you share a property. I would argue that income could be proved by a UConn funding offer letter instead

Graduate students are paid low stipends, mostly for only two semesters. My stipend is \$17,500 and I pay over \$1,800 in fees. My budget is very tight. I already pay \$120 a year Transit Fee to UConn and

they are now asking me to pay another \$120 on top of that. It simply is not fair to me and others like me who work hard and are struggling to survive.

See Graduate stipend table (Appendix 6). N.B. Most graduates do not receive the full amount.

See Graduate fees (Appendix 7). N.B. the \$60 per semester Transit Fee, graduate students have been campaigning to have more resources allocated toward students who live off-campus.

See Email from UConn Transport announcing new additional bus pass fee (Appendix 8).

Mansfield Town Council should work to make low-income UConn graduate students who are Mansfield residents, eligible for subsidies they desperately need, and not conspire to exclude them.

Conclusion

I appreciate the work the Council Members undertake to serve the Mansfield community and understand how in practice decisions cannot always be taken as well as would be desirable.

I also understand the bigger picture regarding Town/University relations, and we continue to petition UConn to help graduate students more. But this initiative from Mansfield Town Council punishes the poorest UConn affiliates. Given the Town Council's less than commendable transparency and accountability regarding this decision, the flawed issuing of bus passes and subsequent inaccurate ridership data, and the professed commitment to support low income residents, I thus ask you to take the following actions to redress the previous decision and to help us low income UConn bus riders:

1. Suspend the Special Fare program and reinstate the Fare Free scheme for the year 2016-17

- the Town Council can motion to put the vote to suspend the Special Fare program into New Business during this meeting as the new bus passes must be collected by July 15th

2. Conduct a competent and accurate assessment of ridership for 2017-18 with public consultation to ensure a fair solution to joint UConn-Mansfield-Windham funding of ridership.

- The Town Clerk's Office and UConn Parking Services can properly issue bus passes based on residency and UConn-affiliation this time.

- Any post hoc monitoring of this Special Fare program will be biased against UConn-affiliates due to the way it has been introduced

I will be happy to share any further information and work with Mansfield Town Council to help Mansfield meet there goals of cost containment and supporting low-income residents, but I strongly feel that the decision made at the last meeting is not the best way to achieve these goals.

Yours faithfully,

Thomas Briggs

Appendix 1

3. Lease Agreement with the Mansfield Historical Society
Mr. Ryan moved and Ms. Raymond seconded, effective June 13, 2016, to authorize the Town Manager to execute the attached Lease Agreement between the Town of Mansfield and the Mansfield Historical Society, Inc.
Motion passed unanimously.
4. Special Fare Agreement with Windham Region Transit District (WRTD)
Ms. Moran moved and Mr. Shaiken seconded, effective June 13, 2016, to authorize the Town Manager to execute the Memorandum of Agreement between the Town of Mansfield and the Windham Transit District to provide a Special Fare Program for qualifying Mansfield residents for FY 2016/17.
Motion passed with all in favor except Ms. Keane who voted in opposition.
5. Agreement Between the Town of Mansfield, the Mansfield Board of Education and the Regional School District No. 19 Board of Education for Employee Benefits, Financial Management, Information Technology and Risk Management Services
Director of Finance Cherie Trahan and Director of Information Technology Jaime Russell reviewed the new cost analysis methodology used to determine the allocation of expenses for shared financial and informational technology services.
Ms. Trahan will provide a direct of comparison of FY2016/17 incurred costs and figures for the proposed cost sharing agreement for FY2017/18.
In Section III A (page 63) change the work "management" in the last paragraph to "principles".
6. Graduate Student Intern Presentation
Kevin Filchak, Graduate Student Intern for the last year and a half, talked about his experience working in Mansfield and described some of his major accomplishments. Council members thanked Kevin for his work and wished him success in his future endeavors.
7. Independence Day Ceremonial Presentation Planning Subcommittee
Ms. Moran and Ms. Raymond volunteered to serve on the Subcommittee. Mr. Marcellino will also be asked to serve.

VIII. REPORTS OF COUNCIL COMMITTEES

Mr. Ryan, Chair of the Finance Committee, reported on the May 26, 2016 meeting at which the Fraud Risk Assessment was reviewed. Mr. Ryan also reported on tonight's meeting at which the Committee approved the ability of the Town to purchase street lights, update to LED bulbs, and with the savings in electricity pay for the purchase in about five years.

Ms. Moran will contact members regarding the June 20, 2016 Personnel Committee meeting. Ms. Moran also noted the information in the packet on page 173 regarding the schedule for the Town Manager's evaluation and that the Police Services Ad Hoc Committee meeting has been postponed.

June 13, 2016



**TOWN OF MANSFIELD
POLICY MEMORANDUM**

To: All Citizens & Town Employees
From: Mansfield Town Council and Matthew Hart, Town Manager
Date: November 22, 2010
Subject: Accountability and Transparency Policy

I. PURPOSE

Accountability, transparency and openness are standards of good government that enhance public trust. In order to maintain the public trust, the Town of Mansfield ("Town") has adopted measures that ensure, to the best of its ability, that all activities and services undertaken use a process that is open and accessible to the public. In accordance with law, the Town will engage the public throughout its decision making process, in the spirit of open, visible and transparent government. The Town's official website, www.mansfieldct.gov, will be used to promote these goals, communicate with the public, and provide services.

II. DEFINITIONS

A) Accountability: The principle that the Town is responsible to residents, business owners, and all stakeholders in the community for decisions made and policies implemented.

B) Transparency: The principle means that the Town's decision making process by elected officials and Town employees is, to the extent permitted by law, open and clear to the public.

C) Constituents: Residents, business owners, and stakeholders who comprise the community of the Town of Mansfield.

D) Public Access: Encouraging and facilitating public access to information about the Town's services and programs and encouraging public participation to ensure that decision-making is responsive to the needs, and receptive to the opinions, of the constituents.

E) Service Delivery: Delivering high quality services to constituents and actively seeking input for enhancing service delivery and achieving best practices.

F) Efficiency: Promoting the efficient and effective use of public resources.

III. SCOPE

The principles of accountability and transparency shall apply to the Town's decision making as well as to the decisions of administrative management. In keeping with the Town's commitment to the principles of transparency and accountability, the following measures, initiatives and activities will be adopted:

A) FINANCIAL MATTERS

The Town will be accountable and transparent in its financial dealings. Practices and procedures supporting

this principle include the following and will be available to the public:

- i) External audits: The Town accounts are audited on an annual (fiscal year) basis by an external auditor appointed by the Town Council.
- ii) Budget Process: The Town budget process complies with applicable state law, the Town Charter, and the Town's budget and financial policies.
- iii) Financial Reports: Quarterly financial reports provide reporting on budget variances.
- iv) Annual Budget: The annual budget (Manager's proposed, Council adopted, Citizen adopted).
- v) Purchasing Policy: The Town's procurement practices shall comply with the Town's Purchasing Policies. Purchasing policies and procedures establish a process for the purchase of goods and services in order to ensure competitive procurement. Requests for qualifications, requests for proposals, and bid awards shall be available to the public as specified in the purchasing policies and in accordance with freedom of information laws.

B) ADMINISTRATIVE PRACTICES

The Town establishes accountability on the part of its elected officials and employees through the following initiatives:

- i) Conflicts of Interest. Elected and appointed officials and employees are subject to the Town's Ethics Ordinance. The Ethics Code is available to the public and posted on the Town's website.
- ii). The Town's administrative practices work to ensure accountability on the part of its employees through the following initiatives:
 - a) Codes of Professional Responsibility and Town Policies: Employees of the Town are subject to state regulations and Town policies governing their professional conduct.
 - b) Hiring Policies: The Town does not make employment decisions (including decisions related to hiring, assignment, compensation, promotion, demotion, disciplinary action and termination) on the basis of race, color, religion, age, sex, marital status, sexual orientation, national origin, ancestry, disability or genetic information, except in the case of a bona fide occupational qualification. Positions are posted in accordance with applicable collective bargaining agreements.
 - c) Employee Evaluations: The Town Council evaluates the Town Manager's performance annually. Annual evaluations for other employees will be conducted by the appropriate authority to promote effectiveness and best practices in delivery of services.
 - d) Human Resources: The Town has approved policies governing employment for its staff, as well as collective bargaining agreements. The collective bargaining agreements are posted on the Town's website.
 - e) Public Participation: The Town complies with the Freedom of Information Act with respect to posting meeting notices and agendas and permits members of the public to address the Council in accordance with its Rules of Procedures.



TOWN OF MANSFIELD
TOWN COUNCIL MEETING
June 13, 2016
COUNCIL CHAMBERS
AUDREY P. BECK MUNICIPAL BUILDING
7:00 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. Crumbling Foundations in Eastern Connecticut (Item #4, 03-28-16 Agenda)	15
NEW BUSINESS	
2. Fair Housing Policy and Resolution	27
3. Lease Agreement with Mansfield Historical Society.....	29
4. Special Fare Agreement with Windham Region Transit District (WRTD)	53
5. Agreement between the Town of Mansfield, the Mansfield Board of Education and the Regional School District No. 19 Board of Education for Employee Benefits, Financial Management, Information Technology and Risk Management Services	59
6. Graduate Student Intern Presentation.....	79
7. Independence Day Ceremonial Presentation Planning Subcommittee.....	81
REPORTS OF COUNCIL COMMITTEES	
DEPARTMENTAL AND ADVISORY COMMITTEE REPORTS	
PETITIONS, REQUESTS AND COMMUNICATIONS	
8. Letter from 250+ community members regarding EO Smith High School project	83
9. Petition to Ensure the Safety of Route 6	87
10. I. Hanka (5/30/16)	95
11. A. Kotula (6/13/16)	97
12. R. Shafer (5/23/16)	101
13. P. Taylor re: EHHI Outdoor Wood Furnaces	113

14. M. Capriola re: Timeline – Town Manager Performance Review Process173
15. M. Hart re: United Services proposed Windham Region Clinical Center175
16. Capitol Region Council of Governments Annual Report 2015-2016.....177
17. CRCOG Inter-town Cooperation Award.....179
18. CRCOG Regional Sustainability Award.....181

FUTURE AGENDAS

EXECUTIVE SESSION

ADJOURNMENT



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant Town Manager; Patricia Schneider,
 Director of Human Services
Date: June 13, 2016
Re: Special Fare Agreement with Windham Region Transit District
 (WRTD)

Subject Matter/Background

The Town of Mansfield and the University of Connecticut have participated for many years in the Windham Regional Transit District Special Fare Program that allows UCONN students/employees and Mansfield residents to obtain a pass that allows fare free use of the Mansfield-Willimantic route. The Town and the University have split the cost of the program equally, spending between \$70,000 and \$75,000 annually. The agreement with the WRTD is currently up for renewal for the 2016-17 fiscal year.

The WRTD has been tracking the usage of both UCONN and Mansfield for the past fiscal year and the data (see attached) shows that the largest majority of rides (75%) are provided to UCONN pass holders. Town staff has been exploring options to make changes in the program that provide cost containment for the Town but still allow use of the program for those most in need.

Under the proposed special fare agreement, only lower income residents would be able to apply for a bus pass that would provide use of the Mansfield-Willimantic route at no cost to the pass holder. Staff in the Department of Human Services would administer the special fare program using the same guidelines as the Town's fee Waiver Program. Residents who meet the income guidelines for eligibility for a 50% fee waiver (see attached) would be entitled to receive a bus pass at no cost.

Financial Impact

The Town currently spends between \$30,000 and \$35,000 annually on the special fare program. For FY2016-17, the Town has budgeted \$20,000 for the revised program. Pursuant to the proposed agreement with WRTD, the program could be suspended once expenditures meet or exceed budget. Spending and billing are monitored on a quarterly basis.

Recommendation

Staff believes that the revised special fare program would provide a more prudent use of Town resources, and recommends that the Town Council authorize me to execute the proposed Memorandum of Understanding with the WRTD. The WRTD's standard fare is \$1, which is affordable for the majority of riders. However, those residents who qualify would still be able to obtain a pass to use the bus service at no cost to them.

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

Move, effective June 13, 2016, to authorize the Town Manager to execute the Memorandum of Agreement between the Town of Mansfield and the Windham Transit District to provide a Special Fare Program for qualifying Mansfield residents for FY 2016/17.

Attachments

- 1) Proposed MOU between Town of Mansfield and WRTD
- 2) WRTD, Special Fare Program Ridership Statistics
- 3) Mansfield Bus Pass Program, Income Limit Guidelines

Memorandum of Understanding between
The Windham Region Transit District
and the Town of Mansfield
Special Fare Program
July 1, 2016 through June 30, 2017

This Memorandum of Understanding between the Windham Regional Transit District (WRTD), Town of Mansfield (Mansfield) describes the agreed upon arrangements for funding the Special Fare Program for Mansfield residents who utilize the Storrs-Willimantic Bus service provided by the WRTD.

WRTD shall provide access to transportation on the Storrs-Willimantic bus line to Mansfield residents using a valid Mansfield bus pass. For these Mansfield residents WRTD shall not collect a fare at the time transportation is provided, subject to the following conditions:

- Customers shall access transportation by displaying the Mansfield bus pass to the WRTD driver upon boarding.
- The Mansfield bus pass shall only be used on the Storrs-Willimantic route buses. Customers boarding the Willimantic City bus without a transfer shall pay the regular WRTD fare.
- Customers may request a transfer at no charge to continue their trip on the WRTD City Bus route.
- The Mansfield bus pass is only valid only for the issued pass holder during the dates shown on the pass.

WRTD shall invoice quarterly the fare of \$1.00 per ride. This fare rate entered into upon this agreement shall remain at \$1.00 for the length of this contract, a period of one (1) year from July 1, 2016 through June 30, 2017. WRTD shall maintain accurate ridership data associated with the Special Fare program and bill the Town accordingly for eligible rides taken by issued pass holders.

Mansfield shall administer the bus passes to its residents in accordance with criteria developed by the Town. If, due to budgetary constraints, Mansfield needs to suspend or temporarily suspend the program, it shall notify the WRTD accordingly. Upon receiving valid notice from Mansfield, WRTD shall suspend the Special Fare program and charge Mansfield residents its usual and customary fare.

Both parties to this Memorandum of Understanding have had their designated representative's sign below to indicate their agreement with the terms and conditions.

This Agreement replaces any and all previous agreements for fares and/or services.

Ellen Grant
Windham Region Transit District

Date

Matthew W. Hart, Town Manager
Town of Mansfield

Date

Mansfield /UConn Special Fare Program

Month	Town Pass	% Town	UConn	% UCONN	Total
Jul-15	889	24%	2878	76%	3767
Aug-15	890	18%	3969	82%	4859
Sep-15	1230	14%	7548	86%	8778
Oct-15	2111	27%	5781	73%	7892
Nov-15	1633	26%	4666	74%	6299
Dec-15	1918	33%	3896	67%	5814
Jan-16	1916	36%	3424	64%	5340
Feb-16	1909	28%	4823	72%	6732
Mar-16	2325	32%	4858	68%	7183
Apr-16	2066	30%	4856	70%	6922
May-16	1692	32%	3678	68%	5370
Jun-16		#DIV/0!		#DIV/0!	0
Total	18579	27%	50377	73%	68956

Total



TOWN OF MANSFIELD
Mansfield Bus Pass Program
Income Limit Guidelines

Effective July 1st, 2016 to June 30th, 2017

Household Size	Maximum Qualifying Income
1	\$30,600
2	\$35,000
3	\$39,400
4	\$43,750
5	\$47,250
6	\$50,750
7	\$54,250
8 +	\$57,750



Thomas Briggs <thomas.briggs@uconn.edu>

WRTD Storrs-Willimantic Route – Bus Passes Needed

1 message

Blodgett, Victoria <victoria.blodgett@uconn.edu>
Reply-To: do-not-reply@listserv.uconn.edu
To: GRADS_ANNOUNCEMENTS-L@listserv.uconn.edu

Mon, Sep 21, 2015 at 11:35 AM

WRTD Storrs-Willimantic Route – Bus Passes Needed

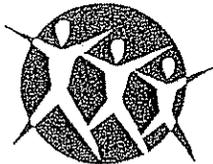
Students, faculty and staff using the fare-free Storrs-Willimantic bus service will be required to use a bus pass as of September 28th. UConn is implementing a pass system to better understand the ridership and needs of our community. By using a pass system, the University hopes to be able to survey and better communicate with UConn riders as we will now know who is using the service.

Free bus passes for the UConn community are available for pick-up in both the UConn Parking Office and at the Mansfield Town Clerk's Office with a UConn ID.

WRTD schedules can be found at http://www.wrted.net/downloads/S-W_Schedule.pdf

You are receiving this email through the Graduate Student Listserv. To adjust your interactions with this listserv, visit <https://listserv.uconn.edu>

Appendix 5



Mansfield
Community
Center

Town of Mansfield
Parks and Recreation
Department



Lynda M. Lambert
Administrative Services Specialist

10 South Eagleville Road
Storrs/Mansfield, Connecticut 06268
Tel: (860) 429-3015 Ext 6111
Fax: (860) 429-9773
Email: lynda.lambert@mansfieldct.org
Website: www.mansfieldcc.com

June 23rd, 2015

Dear Resident-

I am writing to inform you that you have a current Fee Waiver with the Town of Mansfield which will expire on June 30th, 2015; this waiver needs to be renewed annually. If you would like to continue with this program please complete the application and return it with the required information which has been outlined on the "How to Apply" page.

The Fee Waiver ordinance provides for a reduction in the fee(s) paid for designated Town services for residents who meet specific income guidelines. The goal of this ordinance is to improve access to the services offered by the Town to all residents, regardless of their ability to pay. Your adjusted gross family/household income, and the size of your family determine eligibility for the waiver. We use the U.S Department of Housing and Urban Developments (HUD) definition of "extremely low" and "very low income" to determine eligibility and based on your income you may qualify for a 50% or a 75% waiver for any fees that are not reimbursed by a third party.

Sincerely,

Administrative Services Specialist
Town Of Mansfield
Family, Fitness & Fun

Mansfield Community Center
10 South Eagleville Road
Storrs, CT 06268
(860)429-3015 Ext 6111

TOWN OF MANSFIELD



Request for Fee Reduction

HOW TO APPLY

Please complete the attached application and provide copies of the documents listed below.

Mail or drop them off to:
Mansfield Community Center/ Parks & Recreation Department
Attention: Lynda M. Lambert
10 South Eagleville Road
Storrs-Mansfield, CT 06268
(860) 429-3015 Ext. 6111
(860) 429-9773-fax
lynda.lambert@mansfieldct.org

Please check if submitted with application:

- Proof of Residency for ALL persons who reside in the household. Applicants must reside in Mansfield for more than six months during the course of the year
- Three (3) most recent pay stubs for all income earners in the household
- Copy of other sources of income (if applicable) i.e.: Social Security, Private Pension, Unemployment & Workman's Comp, Disability Benefits, Veterans Benefits, Rental Income, Welfare, Alimony, Child Support, etc.
- Copy of your most recent federal tax return for each adult in the household

PENALTY FOR FALSE OR FRADULENT STATEMENT; U.S.C Title 8, Section 1001, provides; "Whoever, in any matter within the jurisdiction of any Department or Agency of the United States knowingly and willfully falsifies or makes any false, fictitious or fraudulent statements of representation, or makes or uses any false writing or document knowing the same to contain any false, fictitious, or fraudulent statement or entry, shall be fined not more that \$10,000 or imprisoned not more than five years, or both."

I hereby apply for a fee reduction and certify the accuracy of the information contained herein in accordance with all provisions of the law and agree to notify the appropriate town department in writing in the event of changes in said information; any changes effecting your eligibility status over the course of the year must be reported to the Town so that we can evaluate whether or not you continue to qualify for the waiver.

DATE

APPLICANT SIGNATURE

DATE

APPLICANT SIGNATURE

FOR OFFICIAL USE ONLY:

Fee Waiver valid from: _____ to: _____

Percentage of discount: 50% or 75% (circle one)

Department of Origin: _____

Spreadsheet updated: Yes or No (circle one)

Approval letter sent: Yes or No (circle one) Date _____



TOWN OF MANSFIELD
Mansfield Fee Reduction
Income Limit Guidelines and Annual Cap per Household

Effective July 1st, 2015 to June 30th, 2016

Household Size	50% Fee Waiver	75% Fee Waiver	Annual Cap Per Household
1	\$30,600	\$18,400	\$325
2	\$35,000	\$21,000	\$650
3	\$39,400	\$23,650	\$975
4	\$43,750	\$26,250	\$1,300
5	\$47,250	\$28,410	\$1,625
6	\$50,750	\$32,570	\$1,950
7	\$54,250	\$36,730	\$2,275
8 +	\$57,750	\$40,890	\$2,600

"Extremely Low" is 30% of median income in Mansfield and is reflected in 75% column
 "Very Low" is 50% of median income in Mansfield and is reflected in 50% column

HUD's 2015 calendar year data will be used for July 1, 2015- June 30th, 2016 Fee Reductions, HUD's 2016 calendar year data will be used for July 1, 2016-June 30th, 2017 Fee Reductions etc.

Article III: Fee Waivers (Revised April 28, 2014)

[Adopted 2-10-1997; effective 3-8-1997 *Editor's Note: This ordinance also superseded former Article III, Fee Waivers, adopted 1-28-1991, effective 2-26-1991*]

§122-3. Title

This article shall be known and may be cited as the "Town of Mansfield Fee Waivers Ordinance."

§122-4. Intent

It is the Town's intention to encourage participation in municipal programs and to provide services to all residents of the Town regardless of their financial status.

§122-5. Eligibility Criteria

[Amended 10-14-2003, effective 11-10-2003]

- A. This subsection shall apply to all of the services subject to this article and set forth in §122-10. The eligibility criteria set forth in this subsection may be changed by resolution of the Town Council.
- B. Residency. The primary residence of Fee Waiver applicants must be located in the Town of Mansfield. Primary residence means that the applicant resides in Mansfield for more than six months during the course of a fiscal year. At the time of their application to the Fee waiver program, applicants must demonstrate that they have resided in Mansfield for more than six months during the past year.
- C. 75% Fee Waiver. Applicable fees not reimbursed by a third party will be reduced by 75% for residents of the Town of Mansfield who meet the U.S. Department of Housing and Urban Development (HUD) definition of "extremely low income" for Mansfield residents based upon income and number of persons who reside in the household. Income is defined in §122-6.
- D. 50% Fee Waiver. Applicable fees not reimbursed by a third party will be reduced by 50% for residents of the Town of Mansfield who meet the U.S. Department of Housing and Urban Development (HUD) definition of "very low income" for Mansfield residents based upon income and number of persons who reside in the household. Income is defined in §122-6.
- E. 100% Fee Waiver. For ambulance fees listed in §122-10, applicants who qualify for a fee reduction of 75% per §122-5C shall instead receive a fee reduction of 100%.
- F. Maximum Amounts. Maximum limits will be placed on the value of fee waivers granted to eligible households per fiscal year. Maximum limits based on household size will be set by resolution of the Town Council and may be adjusted from time to time. Once the fiscal year budgeted allocation for the Fee Waiver Program has been completely expended, the Town Manager is authorized to suspend the program. The program may be reinstated for the suspended fiscal year if additional funds are appropriated by the Town Council.

§122-6. Applications

Any requests for a fee waiver must be made on a Town of Mansfield application form. Eligibility is determined on an annual basis. Annual basis is defined as a fiscal year basis, July 1- June 30.

Applicants will be required to provide documentation demonstrating residency such as recent utility bills, a driver's license, or other documentation as requested by the Town.

Applicants must provide documentation showing all sources of income for all persons who reside in the household. Sources of income may include but are not limited to: wages; workers compensation payments; unemployment compensation; social security payments; pension payments; rental income; alimony payments; child support payments; disability benefits; veterans benefits; earnings from

investments. To document sources of income, applicants will be required to submit federal income tax returns, and any other documentation as requested for all persons domiciled in the household.

The application shall be signed by the applicant under penalty of false statement as punishable by Connecticut General Statutes section 53a-157b, which shall be noted on the application adjacent to the space designated for the signature of the applicant.

§122-7. Verification of Information

The information on the application may be verified by Town officials at any time during the year. If it is determined that an applicant has provided false and/or misleading information and/or has purposely withheld information from their application, the applicant will be denied participation in the program for that fiscal year.

§122-8. Review of waivers; changes to information

Waivers need to be reinstated on a yearly basis unless circumstances warrant a more frequent review. Any changes in family size or household income must be reported immediately to the Town agency responsible for administering the Fee Waiver Ordinance. Changes in participant eligibility factors as set forth in §122-5 can affect eligibility for the Fee Waiver program, such as having eligibility status terminated until later application is approved.

§122-9. Confidential Information

Certain documentation submitted by applicants may be subject to disclosure in accordance with the Freedom of Information Act. Only documents or information required to be disclosed by state or federal law will be released to the requesting individual, agency, or other entity.

Applications shall not be returned to the applicant, but will remain on file for at least two years following the close of the fiscal year (June 30th) in which the applicant applied, after which they may be destroyed once approval has been received from the State Records Administrator.

§122-10. Applicability

The following services are subject to this article:

- A. Parks and Recreation programs, including Community Center memberships.
 - i. Exclusions. The following exclusions apply: materials fees; bus/van trips; programs not directly provided by the Town such as but not limited to youth sports operated by non-profit organizations or other public agencies.
- B. (Reserved) *Editor's Note: Former Subsection E, Subsurface sewage disposal and water supply wells, was repealed 8-8-2005, effective 9-3-2005*
- C. (Reserved) *Editor's Note: Former Subsection F, Junk car disposal, was repealed 8-8-2005, effective 9-3-2005*
- D. Residential refuse collection fees. All Transfer Station fees are excluded from this provision except for the fee for the disposal of residential refuse in 35 gallon garbage bags.
- E. Ambulance fees
- F. [Added 2-28-2011, effective 3-29-2011] Human Services programs.
 - i. Exclusions. The following exclusions apply: bus/van trips; wellness and medical care services such as but not limited to podiatry, massage therapy, and health screenings that are offered at Town facilities but conducted by a third party that charges fees for service; programs and trips not directly provided by the Town such as but not limited to programs and trips operated by the Mansfield Senior Center Association, non-profit organizations, or other public agencies.

Payroll Department

Graduate Assistant Stipend Listing: 2016 - 2017

IMPORTANT: 12 MONTH STIPEND IS NOT TO BE USED IN THE OFFER LETTER

LEVEL	12 MONTH STIPEND	PERCENT EMPLOYED	BIWEEKLY STIPEND	FALL	SPRING	2
				SEMESTER & NEW HIRES (9.8 pay periods)	CONTINUATIONS ONLY (9.7 pay periods)	SEMESTERS FULL ACADEMIC YEAR (19.5 pay periods)
B - Beginners	\$29,657.00	100.00%	\$1,140.66	\$11,178.47	\$11,064.40	\$22,242.87
		75.00%	\$855.50	\$8,383.90	\$8,298.35	\$16,682.25
		50.00%	\$570.33	\$5,589.23	\$5,532.20	\$11,121.44
M - Masters	\$31,206.00	100.00%	\$1,200.23	\$11,762.25	\$11,642.23	\$23,404.49
		75.00%	\$900.18	\$8,821.76	\$8,731.75	\$17,553.51
		50.00%	\$600.12	\$5,881.18	\$5,821.16	\$11,702.34
D - DVM Residency Program	\$32,951.00	100.00%	\$1,267.35	\$12,420.03	\$12,293.30	\$24,713.33
		75.00%	\$950.52	\$9,315.10	\$9,220.04	\$18,535.14
		50.00%	\$633.68	\$6,210.06	\$6,146.70	\$12,356.76
P - PhD	\$34,694.00	100.00%	\$1,334.39	\$13,077.02	\$12,943.58	\$26,020.61
		75.00%	\$1,000.80	\$9,807.84	\$9,707.76	\$19,515.60
		50.00%	\$667.20	\$6,538.56	\$6,471.84	\$13,010.40

Offer Amount Quick Reference Guide

OFFER AMOUNT = (# Of Pay Periods) X (Biweekly \$)

- 8/23/16-5/22/17 = 19.5 Pay Periods (*Full Academic Year*)
- 8/23/16-1/05/17 = 9.8 Pay Periods (*Fall Semester Only*)
- 1/05/17-5/22/17 = 9.8 Pay Periods (*Spring Semester Hires*)
- 1/06/17-5/22/17 = 9.7 Pay Periods (*Spring Continuations*)



OFFICE OF THE CONTROLLER

Bursar's Office

2016-2017 Graduate Tuition and Fees

No. of Credits	General Univ. Fee	Infrastructure	Grad Flat Fees ¹	INSTATE Tuition	Sub-total	OUT-OF-STATE Tuition	Sub-total	Regional Tuition	Sub-total
1	236	59	193	763	1,251	1,932	2,420	1,320	1,808
2	236	59	193	1,526	2,016	3,864	4,352	2,640	3,128
3	236	59	193	2,289	2,777	5,796	6,284	3,960	4,448
4	236	59	193	3,052	3,540	7,728	8,216	5,280	5,768
5	472	117	193	3,815	4,597	9,660	10,442	6,600	7,382
6	472	117	193	4,578	5,360	11,592	12,374	7,920	8,702
7	472	117	193	5,341	6,123	13,524	14,306	9,240	10,022
8	472	117	193	6,104	6,886	15,456	16,238	10,560	11,342
9+	708	234	193	6,863	7,998	17,381	18,516	11,873	13,008

*Per Semester. Excludes room and board, parking fees, waivable fees, and fees relating to selected courses or academic major. Applicable course fees are listed in the long description of a course on the course catalog.

¹ Graduate Flat Fees: Matriculation Fee \$42.00, Activity Fee \$16.00, Transit Fee \$60.00, Tech Fee \$75.00

Escrow Breakage Deposit: One-time charge of \$50 for the establishment of an escrow account. This deposit, minus any outstanding charges, will be refunded to you upon completion of your degree or withdrawal from the university.

2016-2017 Housing Rates (<http://reslife.uconn.edu/room-rates/>)

2016-2017 Dining Rates (<http://dining.uconn.edu/meal-plans/>)

Law School Day Tuition and Fees (<http://bursar.uconn.edu/2016-2017-graduate-law-school-day-tuition-and-fees/>)

Law School Evening Tuition and Fees (<http://bursar.uconn.edu/2016-2017-graduate-law-school-evening-tuition-and-fees/>)

Doctor of Laws (S.J.D.) (<http://bursar.uconn.edu/2016-2017-doctor-of-laws-s-j-d/>)

Master of Laws (LL.M.- Insurance Law) (<http://bursar.uconn.edu/?p=2377>)

Master of Laws (LL.M.- Legal Studies) (<http://bursar.uconn.edu/master-of-laws-ll-m-legal-studies-2/>)

Physical Therapy Tuition and Fees (<http://bursar.uconn.edu/2016-2017-graduate-physical-therapy-tuition-and-fees/>)

Social Work Tuition and Fees (<http://bursar.uconn.edu/2016-2017-graduate-social-work-tuition-and-fees/>)

Teacher Certification Program for College Graduates (TCPCG) (<http://bursar.uconn.edu/teacher-certification-program-for-college-graduates-tcpcg-2016-2017/>)

Stamford P.h.D. Tuition and Fees (<http://bursar.uconn.edu/?p=2362>)

Part-Time MBA Course Fees (<http://bursar.uconn.edu/2016-2017-part-time-mba-course-fees/>)

Previous Years Graduate Tuition and Fees (<http://bursar.uconn.edu/previous-years-graduate-tuition-and-fees/>)

© University of Connecticut (<http://uconn.edu>)

Disclaimers, Privacy & Copyright (<http://uconn.edu/disclaimers-privacy-copyright/>)

Webmaster Login (<http://bursar.uconn.edu/wp-admin/>)



Thomas Briggs <thomas.briggs@uconn.edu>

CHANGES IN THE WRTD BUS PASS PROGRAM

1 message

Husick, Tanya <tanya.husick@uconn.edu>
Reply-To: do-not-reply@listserv.uconn.edu
To: GRADS_ANNOUNCEMENTS-L@listserv.uconn.edu

Thu, Jun 23, 2016 at 9:27 AM

CHANGES IN THE WRTD BUS PASS PROGRAM

Dear UConn students,

In recent weeks, the University has learned of changes that will affect passengers who hold passes for Windham Regional Transit District buses under WRTD's UConn/Mansfield "Fare Free" program.

That arrangement, in which UConn and Mansfield paid a reduced rate to subsidize free bus passes for residents, will no longer be available. An alternative option, in which UConn would pay a higher subsidy to guarantee free rides for its employees and students, is not financially feasible for the University.

We recognize that WRTD service and its Storrs-Willimantic route is important to many people on our campus. Therefore, we have put extensive effort into creating an alternative by which UConn employees and students will continue to receive affordable access to regional transit under a new university-issued pass.

Mansfield also is establishing a new-low income program that may apply to certain UConn students who live off campus and meet income guidelines.

Details are as follows:

--

Starting immediately, UConn faculty, staff and students can purchase their new pass at the UConn Parking Office, 3 Discovery Drive, Storrs. Those who return later for the fall semester may buy their passes at that time.

This pass entitles them to service on the WRTD's Storrs-Willimantic route, and also adds the Willimantic City route as an additional amenity to help riders reach popular retail centers such as Walmart and other locations.

Passes will cost \$60 for every six-month period they cover (July through December, and again January through June). This represents a significant savings compared to the \$30 per month WRTD pass, and greatly reduces costs for regular riders.

The University is partially subsidizing UConn pass holders' costs in recognition of the important role that accessible, affordable regional transit service plays in the lives of our faculty, staff, and students.

Old passes will be honored until July 15. New passes must be purchased in person at the Parking Office, and cannot be made online or by phone.

The passes are available to all employees and students, including those who live off campus.

The town of Mansfield is also establishing an independent program by which low-income Mansfield residents can receive passes for free rides. Some off-campus students might be eligible if their family income qualifies them (not their individual income).

The town's Human Services Office has more information on income guidelines and the application process, and can be reached at (860) 429-3315. On-campus students are not eligible for the program.

People who do not obtain a Mansfield or UConn pass will be charged the regular \$1 one-way cash fare for each trip on the Storrs-Willimantic route.

Under the previous "Free Fare" program, the town of Mansfield and UConn shared the cost of the program and paid a discounted rate of 75 cents per ride to WRTD for their pass holders. Now UConn will pay WRTD \$1 per ride taken by our students, faculty and staff who hold the university-issued passes.

Because transit is so important to our community, the option of placing the full burden of non-subsidized fares on our employees and students was unpalatable. The new approach preserves our community's access to regional transit, adds a new route with more amenities, and helps keep the service affordable.

Anyone with questions can contact us at 860-486-1448, or by sending a message to transportation@uconn.edu. We thank you for your continuing support of UConn Transportation Services and transit as a whole.

Sincerely,

Tanya Husick

Transportation Planner

You are receiving this email through the Graduate Student Listserv. To adjust your interactions with this listserv, visit <https://listserv.uconn.edu>

DRAFT ALCOHOL AND LIVE MUSIC REGULATIONS

MANSFIELD DEPARTMENT OF PLANNING AND DEVELOPMENT ▪ APRIL 28, 2016

OVERVIEW

ALCOHOLIC LIQUOR REGULATIONS

The proposed changes:

- Change liquor permits from a principal to an accessory use for all liquor permits other than temporary permits.
- Eliminate requirement for site plan approval for temporary liquor permits provided certain conditions are met. (A list of temporary permits is attached at the end of the document for reference purposes.)
- Eliminate separation distance requirements between sales/manufacture of alcohol and certain uses.
- Eliminate references to specific state liquor permit types, thereby deferring to permits allowed by Code of Ordinances
- Allow brew pubs and brewpub/restaurants (alcohol manufacturing) by special permit in the PB-1, PB-2, PB-3, PB-4 zones, and by-right in the SC-SDD zone provided sewer and water infrastructure is available.*
- Allow breweries (alcohol manufacturing) by special permit in the PB-1 and PB-3 zones provided sewer and water infrastructure is available.*
- Allow farm wineries (manufacture of alcohol) in the RAR-90, PVRA and PVCA zones.*

*These uses would not be authorized unless/until the Code of Ordinances was changed to allow for these types of alcohol permits.

LIVE MUSIC REGULATIONS

The proposed changes:

- Change live music permits from a principal to an accessory use for live and/or amplified music associated with a business that meet the standards identified in the regulations.
- Zoning permit required; permit may be revoked if there are two or more noise/nuisance violations within a 12-month period.
- Allow outdoor music subject to day/time restrictions.
- Require special permit approval for proposed music venues that deviate from the defined standards.

6/27/16

Submitted by Alison Hilding

AMENDMENTS TO ARTICLE FOUR: RULES AND DEFINITIONS

AMEND SECTION B – DEFINITIONS

Add the following definitions (alphabetic order) and renumber subsequent definitions accordingly.

6. Brewpub/restaurant – A restaurant where beer is manufactured, stored, bottled and sold to be consumed on premises. A limited amount of beer may be sold at retail in sealed containers for consumption off premises as accessory to the restaurant use.
7. Brewpub – A facility where beer can be manufactured, stored, bottled, sold at wholesale or at retail in sealed bottles or other sealed containers for consumption off premises, or sold to be consumed on premises in a room that is ancillary to the production of beer, with or without the sale of food.
8. Brewery – A facility where beer can be manufactured, stored, bottled and sold at wholesale or at retail in sealed containers for consumption off premises or offered for on-site tasting.

AMENDMENTS TO ARTICLE SEVEN: PERMITTED USES

AMEND SECTION D – USES PERMITTED IN ALL ZONES EXCEPT IN THE FLOOD HAZARD ZONE

Amend Section D.7, Accessory Buildings and Uses to add new subsections (g) and (h) as follows:

7. Accessory buildings and uses (see definition in Article IV), provided the following conditions are met:

* * * * *

g. The sale of alcoholic liquor shall be permitted as accessory to the following uses provided the liquor permit type is authorized pursuant to Chapter 101 of the Mansfield Code of Ordinances:

- Retail
- Restaurant
- Hotel
- Place of Assembly-Banquet Hall
- Commercial recreation facility
- Brewpub/Restaurant, Brewpub, and Brewery
- Farm Winery

h. Live and/or amplified music shall be permitted provided the standards of Article Ten, Section I are met.

* * * * *

Amend Section D.15, Temporary Special Events involving the sale and consumption of alcoholic liquor as follows:

15. Temporary special events involving the sale and consumption of alcoholic liquor pursuant to Sec. 30-25, 30-35, 30-37b and 30-37h, C.G.S., provided site plan approval is obtained in accordance with Article V, Section A and the following requirements of Article X, Section 1.5 are met:

OLR Bill Analysis

sSB 422 (File 450, as amended by Senate "A")*

AN ACT CONCERNING RESIDENTIAL WATER RATES, PUBLIC DRINKING WATER SUPPLY EMERGENCIES AND SELLERS OF BOTTLED WATER.

SUMMARY:

This bill increases the state's oversight of entities selling or bottling water diverted from the state. Specifically, it requires certain entities that begin diverting water from the state after June 1, 2017 for purposes of selling or bottling the water to obtain a water diversion permit from the Department of Energy and Environmental Protection (DEEP).

The bill makes two changes to the state Water Policy Council's activities, including (1) expanding the scope of the state water plan it develops to include recommendations on certain water diversions and water company rates and rate-setting practices and (2) requiring the council to report to the legislature, by September 30, 2017, on water diversions and any modifications necessary to comply with the state water plan.

The bill requires the Department of Public Health (DPH) commissioner, when implementing water use restrictions during a public drinking water supply emergency, to order that water sales to residential customers for essential residential use be given priority over sales to commercial water bottling companies exporting water out of the state during the emergency. Existing law gives the DPH commissioner broad authority to mandate water use restrictions during such an emergency, including allowing or ordering the implementation of water conservation practices. The bill specifies that these may include local, regional, or statewide practices.

Lastly, the bill requires water companies to implement certain drought metrics and comply with all water use restrictions the DPH commissioner orders during a public drinking water supply emergency.

*Senate Amendment "A" adds the provisions on (1) water diversion permits; (2) the state water plan; (3) the Water Planning Council reporting requirement; (4) local, regional, or statewide water conservation practices; and (5) water company drought metrics and water use restrictions. It eliminates a provision establishing certain water and sewer rate restrictions for licensed water bottlers.

EFFECTIVE DATE: Upon passage

WATER DIVERSIONS

By law, a diversion is any activity that causes, allows, or results in the withdrawal from, or alteration of, the flow of water in the state (such as wells, reservoirs, watercourses, and other bodies of water). The law generally requires anyone wanting to establish a water diversion to apply for a permit from DEEP, which has to consider specific criteria and standards

including the diversion's effect on existing and planned water uses and public water supply needs, its relationship to economic development, and possible alternatives to diversion. Specific types of water diversions are exempt from the permit requirement, including withdrawals of 50,000 gallons or less of water from wells or surface water in any 24-hour period. In addition, any water diversion maintained on or before July 1, 1982, is exempt from the permit requirement if the owner registered it with DEEP by July 1, 1983.

Beginning June 1, 2017, the bill requires a person or municipality to obtain a water diversion permit from DEEP before beginning to divert more than 500,000 gallons of water per day from state waters for the purposes of selling or bottling the water. This requirement applies regardless of any statute or special act and includes any water previously registered as a water diversion.

By September 30, 2017, the bill requires the Water Planning Council to report to the legislature on the status of any registered or authorized water diversions and whether any modifications to them are necessary to comply with the state water plan. It must submit the report to the Energy and Technology, Environment, Planning and Development, and Public Health committees.

STATE WATER PLAN

The bill expands the scope of the state water plan to include recommendations regarding:

1. water rates charged licensed water bottlers;
2. water company rates, rate setting practices, and rate structures;
3. water company consumer advocates and public input regarding water company rates, including whether municipalities or entities should charge licensed water bottlers a clean water project charge rate less than that charged residential consumers (see BACKGROUND); and
4. guidelines on (a) daily water volume restrictions, (b) transport modes, and (c) the reduction of negative environmental impacts from registered or authorized daily water diversions of more than 500,000 gallons of water.

By law, the state's Water Planning Council must prepare the plan by July 1, 2017 and submit it to the legislature for approval, revision, or disapproval.

DROUGHT METRICS AND WATER USE RESTRICTIONS

The bill requires water companies to:

1. recognize and implement the uniform drought metrics specified in the National Drought Mitigation Center's U.S. Drought Monitor (see BACKGROUND) and
2. comply with all water use restrictions the DPH commissioner orders during a public drinking water supply emergency.

Under the bill, as under existing law, "water company" means any individual, municipality, or entity that owns, maintains, operates, manages, controls, or employs any pond, lake, reservoir, well, stream, or distributing plant or system that supplies water to two or more consumers or to 25 or more people on a regular basis.

BACKGROUND

Public Drinking Water Supply Emergency

The law authorizes the DPH commissioner, in consultation with the DEEP commissioner and Public Utilities Regulatory Authority, to declare a public drinking water supply emergency when he receives information that one exists, is imminent, or is reasonably expected to occur without immediately implementing conservation practices. During such an emergency, the DPH commissioner may allow or order the (1) water conservation practices, including restrictions on a public water system's or municipality's water use; (2) sale, supply, or taking of waters; and (3) temporary interconnection of water mains to sell or transfer water between water companies (CGS § 25-32b).

Clean Water Project Charge

The Metropolitan District Commission (MDC) levies this charge to repay debt associated with its Clean Water Project, a \$2.1 billion project mandated by state and federal environmental officials to reduce sewage overflow into the Connecticut River. The charge is based on metered water consumption and is charged to MDC customers who receive both water and sewer services.

U.S. Drought Monitor

The U.S. Drought Monitor, established in 1999, is a weekly map of drought conditions based on climatic, hydrologic, and soil condition measurements and reported impacts and observations from more than 350 contributors around the country. It is jointly produced by the National Oceanic and Atmospheric Administration, the U.S. Department of Agriculture, and the National Drought Mitigation Center at the University of Nebraska-Lincoln.

COMMITTEE ACTION

Planning and Development Committee

Joint Favorable Substitute

Yea 15 Nay 5 (03/18/2016)

PAGE
BREAK

30 Silver Falls Lane
Storrs, CT 06268

James Mark
Chair, MDTC Nominating Committee
P. O. Box 384
Mansfield Center, CT 06250

June 21, 2016

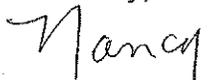
Dear Jim,

It is with much regret that I must resign (effective June 30) as one of the town's committee members to the Town/University Relations Committee. In the past couple of years I have been unable to attend more than 2-3 meetings per year (out of 6-9 meetings) due to family obligations, and thus am not able to participate as actively as I would like.

I have very much enjoyed my seven years on the committee, but also feel it is time for another Mansfield representative to replace me. Given the recent activism in town, there should be any number of potential candidates – for one, I would recommend Amy Gorin who has been active in the Keep EOS Downtown group, and has both town and university connections.

I am glad to be of any help during the transition.

Sincerely,


Nancy Silander

c: ~~Matt Hart~~
Paul Shapiro

PAGE
BREAK

TOLLAND FIRE DEPARTMENT, INC.

P.O. Box 827

Tolland, Connecticut 06084

Item #9



June 21, 2016

Chief David Dagon
Mansfield Fire Department
Audrey P. Beck Municipal Building
4 South Eagleville Road
Mansfield, CT 06268

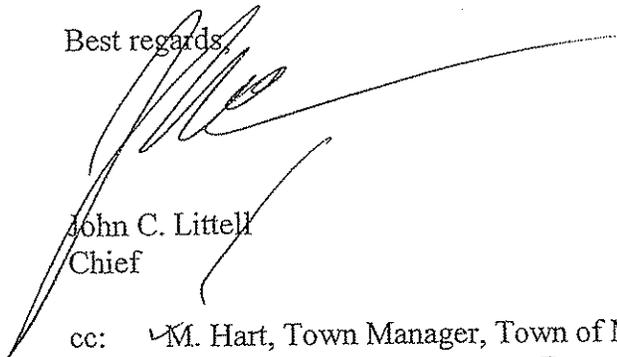
Dear Chief Dagon,

I would like to offer my thanks to your Fire Police Unit for responding to the Town of Tolland on May 23rd, 2016, in combating a large brush fire on Mile Hill Road.

Having their assistance in managing traffic on the scene was greatly appreciated. As I have stated before, it is reassuring to know that we can count on your support in our time of need and rest assured that you can count on our support as well.

Again thank you and please pass along to my thanks and appreciation for a job well done.

Best regards,


John C. Littell
Chief

cc: M. Hart, Town Manager, Town of Mansfield
S. Werbner, Town Manager, Town of Tolland

PAGE
BREAK



TOWN OF MANSFIELD
DEPARTMENT OF PUBLIC WORKS

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

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

July 7, 2016

To: Matthew W. Hart, Town Manager

Copy: Sara-Ann Chaine, Executive Assistant to the Town Manager
Derek Dilaj, Assistant Town Engineer

From: John C. Carrington, Director of Public Works 

Regarding: Mr. McGarry's Traffic Concerns

Mr. Jason McGarry, resident and homeowner of 458 South Eagleville Road, has raised concerns about traffic, especially accidents, in the vicinity of his property at the intersection of Connecticut State Routes 275 and 32. Mr. McGarry has raised issues about this intersection to the Town staff since the November 26, 2013 Traffic Authority meeting. On two separate occasions vehicles have entered his property which obviously has him quite concerned for his family's safety.

As a result of his concerns, at the request of the Mansfield Traffic Authority the Connecticut Department of Transportation (ConnDOT) has assessed the location and has determined that the installation of guiderails or cable barriers is not warranted. There is adequate signage and lighting for the intersection.

Below is recent activity about his concerns, since the last time Council was updated on March 28, 2016 through the Town Manager's Report:

On July 1, 2016, Mr. McGarry sent an email to Representatives Haddad and Orange, Senator Flexer, the Town Council, the Town Manager and some staff members about an accident in the intersection adjacent to his property that may have had a fatality. It was later reported that no serious injuries occurred. He included photos which showed the accident took place in the middle of the intersection and no vehicles entered his property. Mr. McGarry relayed his concerns about nothing had been done to prevent accidents in the intersection and for his desire to install a fence around his property. He hopes within the next few months to install a fence around his property.

As a result of this email, Fire Chief David Dagon searched the FIREHOUSE database and found the following accident information for this intersection over the last three calendar years:

2016

Accident on 6/23/16 1 Patient transported to Windham Community Memorial Hospital (WCMH) with minor injuries

Accident on 7/01/16 2 Patients transported to WCMH with minor injuries

2015

Accident on 2/17/15 No injuries

Accident on 2/19/15 No injuries

Accident on 8/17/15 No injuries

Accident on 10/15/15 No injuries

Accident on 11/30/15 No injuries

2014

Accident on 6/11/14 No injuries

Upon your request, Engineering conducted an analysis of major intersections in Town to determine if this particular intersection had a greater than expected accident rate. ConnDOT maintains information on major intersections to include traffic counts (most recently 2014) and reported accidents (January 1, 2011 – June 30, 2016). Engineering used five and a half years of traffic data on these major state route intersections within Mansfield to determine the accident rate of each intersection per million vehicles entering the intersection. The results of this analysis is presented in this table:

Ranking Worst to Best	Intersection	Average Daily Traffic Count (2014)	Accidents (January 2011 through June 2016)	Accidents per Year	Estimated Accident Rate per million Entering Vehicles
1	Routes 32 and 31	10,400	34	6.2	1.629
2	Routes 195 and 44 (Four Corners)	22,050	68	12.4	1.536
3	Routes 32 and 195	17,350	41	7.5	1.177
4	Routes 32 and 275 (South Eagleville)	13,300	23	4.2	0.861
5	Routes 32 and 44	14,400	22	4.0	0.761
6	Routes 195 and 275 (South Eagleville)	15,800	18	3.3	0.567
7	Routes 195 and 89	15,850	18	3.3	0.566
8	Route 195 and 632 (North Frontage Rd)	18,450	12	2.2	0.324
9	Route 195 and 430 (North Eagleville Rd)	20,550	8	1.5	0.194
Average:					0.895

The subject intersection, highlighted above, is the intersection with the fourth highest accident frequency and slightly below the average for the Town. It is worth noting that ConnDOT is beginning a project to implement roadway improvements for a stretch of roadway in Norwich with accident rates approaching 3 accidents per week or approximately 150 accidents per year.

In early June, Mr. McGarry sent an email to Representative Haddad about getting a fence around his property approved by DOT which he forwarded to you. You asked the Director of Planning to investigate. She reviewed the property and the documentation in the Zoning files. The files show that Mr. McGarry was instructed that he would be able to install a 2 ½ foot tall fence along his property line which is the maximum fence height allowed within the required front yard setback pursuant to Article 8, Section B.1.a.:

Article 8, Section B.1.a - Corner Visibility. Between the building setback lines and the front property lines of a corner lot, no fence, wall, hedge, plantings, lawn ornaments or other visual obstructions shall be located or maintained which impede visibility along adjacent streets and create or aggravate vehicular or pedestrian safety problems. No fence, wall or hedge along the street sides of corner lots shall be over two and one-half feet in height.

As the Director of Public Works informed him on March 15, 2016, construction of a taller fence within the required setbacks would require a variance from the Zoning Board of Appeals.

On March 30, 2016 ConnDOT responded to an email from Representative Haddad requesting the installation of a cable barrier in lieu of a guiderail at the intersection of Rt. 275 and Rt. 32. ConnDOT said cable barriers are similar to guiderails and are installed on State roadways to protect errant vehicles from roadside elements which may pose a safety concern to the motorist if not shielded, such as watercourses, severe roadside slopes and embankments. Cable barriers are strictly limited to warranted situations where the roadside conditions pose a greater threat than the guardrail itself. ConnDOT again addressed their June 2015 Traffic Engineering review of the intersection which determined that these installations are not warranted.

Below is a summary from the March 28, 2016 Town Manager's report:

Mr. Jason McGarry, 458 South Eagleville Road, recently spoke to the council about traffic issues in the vicinity of his property at the intersection of Routes 275 and 32. He has had a few concerns that have come before the traffic authority dating back to the fall of 2013. Two serious accidents on his property led him to ask the Town and/or ConnDOT to install a guardrail along his property. The Town denied this request because this intersection is under the jurisdiction of the State. ConnDOT denied this request because the conditions of the intersection do not warrant guiderail.

In November 2014, ConnDOT District 2 reviewed the location to make sure all the existing markings and signing were up to date. The existing stop bars were repainted.

In July 2015, the ConnDOT Division of Traffic Engineering reviewed the subject area and provided the following summary:

- The latest available three year crash data did not reveal a pattern of run-off the road crashes.
- The existing signing was found to be adequate.
- The traffic control signal is operating according to the plan of record.
- Illumination exists at the intersection. The illumination warrant analysis indicates that the intersection of Route 32 and Route 275 does not meet the criteria for the installation of additional illumination.

At a meeting with Mr. McGarry on March 15, 2016, the Town Engineer and Assistant Town Engineer discussed his concern. Mr. McGarry would like to continue the stockade fencing that is currently on the east side of his property up to the intersection and then across the front of his property (south side). Unfortunately a six foot tall fence would be against zoning requirements, namely, Article 8, Section B.1.a. (see above), for corner visibility which requires a maximum height of two and one-half feet.

To counter the visibility argument, Mr. McGarry suggested that the entire intersection should be marked with "No Right Turn On Red" signs. The Manual of Uniform Traffic Devices would consider the use of these signs in situations with poor sight lines; however, in this instance a poor sightline would be created as a result of an action instead of existing conditions. Further, placing sight line obstructions results in slowing the response of emergency vehicles. It should be noted the Eagleville Fire Department is located less than 500 feet from this intersection. We also explained that a 6 foot stockade fence would not necessarily protect his property because a car could easily break through it.

Recommendation

In staff's opinion, if the homeowner wishes to improve the security of his property he needs to make his own improvements to the site, subject to Town and state regulations. The Town does not have jurisdiction to install a guiderail or make other adjustments to a state intersection. We would also caution against the Town making improvements to private property as that would create precedent and potentially expose the Town to liability. Town staff will continue to assist Mr. McGarry with any questions he has regarding the ZBA or other town regulatory processes. In addition, we will continue to monitor this intersection and other intersections in Town for future applications designed to improve traffic safety.

TOWN OF MANSFIELD
OFFICE OF THE TOWN MANAGER



Item # 11

Matthew W. Hart, Town Manager

AUDREY P. BECK BUILDING
FOUR SOUTH EAGLEVILLE ROAD
MANSFIELD, CT 06268-2599
(860) 429-3336
Fax: (860) 429-6863

July 7, 2016

Commissioner James P. Redeker
Connecticut Department of Transportation
P.O. Box 317546
2800 Berlin Turnpike
Newington, CT 06131-7546

Dear Commissioner Redeker:

The Mansfield Town Council received a citizen petition (attached) regarding a proposal by Global CNG Holdings (also known as Pentagon Energy) to convoy high pressure, natural gas by truck and to pump it into the Algonquin Pipeline via an infusion station to be located on Route 6 in Andover, Connecticut. Residents are concerned with the implications such an operation may have on traffic and safety and have asked the Council to request the Connecticut Department of Transportation (CTDOT) to conduct a safety study.

In response to the petition, at its meeting on June 27, 2016 the Town Council voted affirmatively to request that the CTDOT conduct a safety study in regards to the operation of the infusion station to be proposed by Global CNG Holdings/Pentagon Energy. Please let me know if this is an action that the CTDOT would be willing to pursue.

You can reach me with any questions regarding this matter at 860-429-3336, ext. 5 or townmgr@mansfieldct.org.

Sincerely,

Matthew W. Hart
Town Manager/LTA

CC: Mae Flexer, State Senator
Gregory Haddad, State Representative
Linda Orange, State Representative
Town Council
Conservation Commission
Traffic Authority

PAGE
BREAK



Yale University
Data-Driven Yale
195 Prospect ST
New Haven, CT 06511
datadriven@yale.edu

Item #12

Mayor Shapiro
4 South Eagleville Road
Mansfield, CT 06268

June 22, 2016

Dear Mayor Shapiro,

The Yale Data-Driven Environmental Solutions Group has developed scorecards that evaluate how each Connecticut municipality supports residential solar photovoltaic deployment. Enclosed you will find Mansfield's scorecard.

Since 2012, over 12,000 households in the state have installed solar photovoltaic systems and the rate of solar deployment is increasing. For every one system installed, an additional 1.5 are being approved for state incentives.

The scorecards provide a benchmark of where municipalities have excelled at supporting residential solar PV and where they can improve. Your scorecard acknowledges positive efforts your community has undertaken to increase residential solar PV deployment and shows how your community compares to other municipalities from your regional Council of Government.

Municipalities are encouraged to review their score for insights into how they can better support solar, and share best practices amongst their peer group.

For more information on the scorecards please visit www.ctsolarscoreboard.com.

Best regards,

A handwritten signature in cursive script that reads 'Danny Macri'.

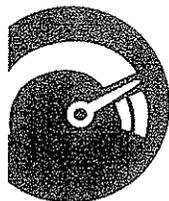
Danny Macri
Research Fellow

CT Municipal Solar Scorecard 2016

Mansfield

YOUR OVERALL RANK 3 out of 169
 Peer Group Rank¹: 2 out of 38
 Solar Permitting Rank²: 76 out of 169

YOUR OVERALL SCORE 82 out of 100
 Average Peer Score: 67 out of 100
 Average CT Score: 63 out of 100



SOLAR ADOPTION:

How much residential solar PV has been adopted in your municipality?

CATEGORY SCORE
(out of 100)

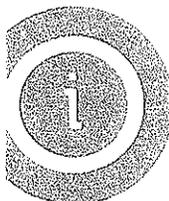
100



CLEAN ENERGY ENGAGEMENT:

How involved is your municipality in supporting clean energy programs?

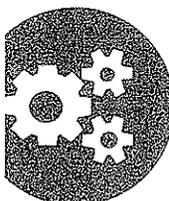
100



INFORMATION AVAILABILITY:

How much information does your municipality make available online to residents about residential solar PV and other energy resources?

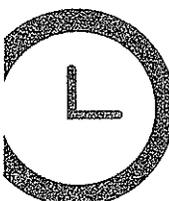
<60



PERMIT PROCESS:

How streamlined are the permitting processes for residential roof-mounted solar PV systems in your municipality?

78



PERMIT TIME & COST:

How much time and money is required to obtain permits for residential roof-mounted solar PV systems in your municipality?

69

About this Scorecard

This scorecard measures your municipality's impact on residential solar photovoltaic (PV) deployment in Connecticut, and how your town is contributing to the state's goal for 300MW of residential solar PV.

The scorecard assesses your municipality in five categories. **Your Overall Progress** is your total score across all five categories.

Municipalities are then ranked according to their Overall Progress score:

- **Your Overall Rank** shows how you compare to all 169 CT municipalities.
- Your **Peer Group Rank** evaluates how you compare to municipalities in your Council of Governments (COG).
- Your **Solar Permitting Rank** evaluates your permit process for residential solar PV statewide.

The five categories are made up of individual indicators, which can be found on the back of the scorecard. Each indicator has a target, and is weighted based on importance. **All scores are out of 100.**

Your indicator score measures how closely you are to meeting the target. A score of 50, for example, means your municipality is halfway there!

For more information and how to improve your score, visit: www.ctsolarscoreboard.com.

Municipal Profile

	Total residential solar PV capacity	Number of approved vs completed projects ⁴	Average permit fee ⁵	Typical permit processing time ⁶
Mansfield	1077 kW 41 projects/ 1,000 homes ³	17 approved vs 161 completed	\$399	11 to 15 days
CT Average	633 kW 21 projects/ 1,000 homes ³	27 approved vs 86 completed	\$373	11 days

¹Peer groups are based on regional Councils of Government. Municipalities that are served only through a municipal electric utility are in their own grouping. Mansfield is in the Capitol COG group. ²Combined total of the Permit Process and Time & Cost scores, ranked 1 to 169. ³Home defined as an owner-occupied household. ⁴Number of projects approved for state incentives but not yet installed, and number of completed systems as of April 30, 2016. ⁵Based on the average system cost of residential PV systems installed in CT in 2015 (\$28,670 for a 7.9 kW system before rebates). ⁶Building permit for a roof-mounted residential solar PV system.

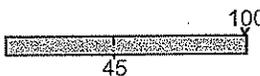
Solar Profile Mansfield

SOLAR ADOPTION

YOUR SCORE: 100
PEER AVERAGE¹: 76
CT AVERAGE: 65

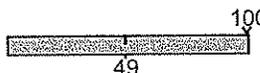
Residential solar PV installations per 1,000 households[†]  ✓

Total residential solar PV capacity[†]  ✓

Generation of municipal solar electricity[†]  ✓

Participation in solar PV training[†]  ✓

Solar campaign success[†]  ✓

Energy/sustainability committee engagement  ✓

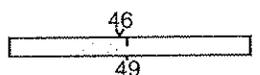
Participation in Clean Energy Communities program  ✓

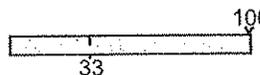
CLEAN ENERGY ENGAGEMENT

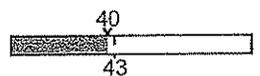
YOUR SCORE: 100
PEER AVERAGE¹: 60
CT AVERAGE: 56

INFORMATION AVAILABILITY

YOUR SCORE: 54
PEER AVERAGE¹: 50
CT AVERAGE: 46

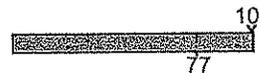
Permit requirements online 

Solar information online  ✓

Permit submission and delivery method  ✗

Length of inspection window  ✓

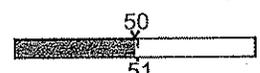
Number of departments that issue permits  ✓

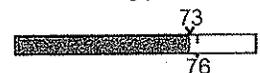
Number of required department signoffs  ✓

Number of offices visits  ✓

Permit status updates 

Permit submission time  ✓

Permit turnaround time 

Permit fee 

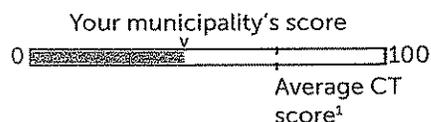
PERMIT PROCESS

YOUR SCORE: 78
PEER AVERAGE¹: 78
CT AVERAGE: 72

PERMIT TIME & COST

YOUR SCORE: 69
PEER AVERAGE¹: 68
CT AVERAGE: 69

How to read your score



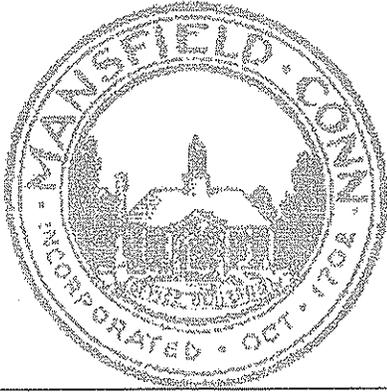
What does the number mean?

The scores for each indicator show how close your municipality is to the target value on a 100 point scale. See website for the targets, details on indicator and category weighting, and to access raw data.

This scorecard was produced by Data-Driven Yale with funding from the U.S. Department of Energy SunShot Initiative Rooftop Solar Challenge II and the Connecticut Green Bank. For more information and how to improve your score visit www.ctsolarscoreboard.com.

[†]These indicators are cumulative through 2016.

**PAGE
BREAK**



THE MANSFIELD

MINUTE

Item #13

JULY 2016

www.mansfieldct.gov

- Town Hall will be closed on Monday, July 4, to celebrate Independence Day.
- The first installment of personal property, real estate and motor vehicle tax bills are due on July 1. You have until August 1 to pay and avoid penalty interest.
- Mansfield Advocates for Children 5K Run to benefit the Community Playground! Saturday, July 16, 8:30-11AM at the E.O. Smith Track and the Playground.
- Family Fun Night at Bicentennial Pond, Saturday, July 9, 4—7 PM.
- Have you heard the news? Connecticut's first tool lending library has opened up here at the Mansfield Library!
- Don't forget to license your dog. Love 'em? License 'em!



Pavement Management

"I always wonder how many potholes there are in the road less taken. I mean it's great to go where others don't, but is it maintained?"

— Neil Leckman

Every resident uses our roads, directly or indirectly, and maintaining these roads efficiently and cost effectively requires a pavement management system. Roads are the most widely used resource provided by the Town. All residents depend on roads to get to somewhere or to have something brought to them (at least until Amazon perfects that drone delivery system).

Roads are important to everyone and the economy, so the maintenance and upkeep of them is an important function of Public Works. There are over 100 miles of paved roads in Town, with a total new value of at least \$30 million, just in pavement (asphalt). This value does not include drainage, signage, line striping, or the utilities along or beneath the road.

In 2015, a contractor assessed the pavement condition of every paved road and developed a pavement management system (PMS) for Public Works to manage. A PMS offers the potential for improved road conditions and reduced pavement maintenance costs, simultaneously. The key is in

(Continued on page 2)

New Mansfield Bus Pass Program

The Town of Mansfield is offering a new bus pass program for low income residents of the Town.

The qualifications are as follows:

- Applicants must reside in Mansfield for more than six months during the course of the preceding year. *UConn students living in campus sponsored housing are not eligible for the Mansfield Bus Pass Program.*
- Applicant households must meet the income guidelines for low income household established annually by the Town.

If you meet the above qualifications, please contact the Town of Mansfield Human Services Office at (860) 429-3315 or humanserv@mansfieldct.org.

(Continued from page 1)

maintaining roads in good condition (at a relatively low cost) rather than allowing pavements to deteriorate to the point where extensive reconstruction becomes necessary.

The main goal of a PMS is to assist Public Works in developing cost-effective strategies so that maintenance funds are spent Rationally, focusing on the preventative maintenance concept rather than a worst-first approach.

The contractor examined each road and assigned it a numerical rating from 1 to 100. A value of 100 would be a newly paved road and a 1 would be assigned to a road that is totally failed. The evaluation concluded that our roads have an average pavement rating of 67, which is considered "fair", and the Town should invest \$1.3 million per year to improve to a 71 rating in 10 years.

Suppose a section of pavement that was built ten years ago needs a preventive maintenance treatment today, estimated at \$15,000. If the action is deferred for four years allowing time for the pavement to become structurally damaged, it may require a thick overlay. It will now cost \$60,000 to

\$80,000 to rehabilitate the same pavement to an acceptable condition. If the rehabilitation treatment is deferred until complete reconstruction of the roadway is needed, then an expenditure of \$350,000, or more, may be necessary.

The problem, however, is more complicated than this simple example. The Town is not managing just one section of pavement but a whole network of roads, all at different levels of condition and at different rates of deterioration. Moreover, there is never enough money to adequately fund all maintenance needs for the entire roadway network. Therefore, Public Works will use the PMS as a rational approach to invest taxpayer dollars in the most cost-effective manner possible.

Taking a Stand for Better Community Health

All town campuses are now Tobacco Free.

As of June 1st the Town joined the growing list of U.S. municipal campuses to adopt a Tobacco-Free Campus Policy. The Policy will provide for a healthier workplace for employees and contractors and improved environment for residents and visitors. The Town is dedicated to reducing the risk of tobacco related illnesses, eliminating the dangers of second-hand smoke and promoting wellness within our community.

The new Policy will no longer

permit the use of any tobacco products in any indoor or outdoor space owned by the Town. For the purpose of the Policy, "tobacco products" are defined as including, but not limited to, any lighted or unlighted cigarette, cigar, pipe, bidi, hookah, and other non-combustible tobacco-free products such as e-cigarettes.

The Policy applies to all Town employees and volunteers as well as contractors/vendors, customers and visitors of property owned or leased by Mansfield. The Policy is in effect during and after regular business hours, and covers all Town owned facilities and campuses. The Policy and a complete list of locations included in the Policy can be found at the Town Clerk's Office webpage at www.mansfieldct.gov.

Matthew Hart, Town Manager comments that "a tobacco-free environment is conducive to better health. We are confident that the adoption of this policy will have a positive impact on our community in many ways, including enhanced community life and improved health of our employees and residents."

Town employees and residents interested in quitting tobacco are encouraged to find a cessation method that works for them. Quitting methods include, but aren't limited to, phone, web, in person, and group therapy. Resources on quitting tobacco can be found on the Eastern Highlands Health District's (EHHD) website www.ehhd.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

MANSFIELD ADVOCATES
FOR CHILDREN



5K Run for The Playground!

The annual 5K Run for the Playground and kids' track & field events will be held Saturday, July 16 at the Community Center.

The 5K will be put on again this year by the Willimantic Athletic Club, and the kids' track and field events will be hosted at the E.O. Smith High School Track by Mansfield Advocates for Children.

- The 5K will begin at 8:30 AM, awards to follow. This year the race will start & finish in the Community Center's southeast parking lot closest to the playground. All proceeds from the 5K will support the maintenance and improvement of the Ossen playground.
- Kids events will begin at 9:30 AM. There will also be a bouncy slide on site, weather permitting! Kids ages 2 and up are encouraged to come out and try their hand at real Olympic-style events in advance of the 2016 summer games!

Volunteers and sponsors are needed for this year's race, and may contact Maggie Ferron at ferronmb@mansfieldct.org or 860 429-3338 to inquire. Visit the race website at willimanticathleticclub.org/5k_Run_for_the_Playground.html for more information on the 5K and a link to the registration site.

The kids' events cost \$5 per child, and families may register through the Community Center, online or in person.

Moonlight Movies

Free family-friendly movies
on the Town Square!

More info: mansfieldct.gov/movies

Friday, July 29: *Star Wars: The Force Awakens*

Friday, August 19: *E.T. The Extra-Terrestrial*

Activities begin at 7 PM and are open to the public!
Offered by The Downtown Partnership.

SUMMER CONCERTS on the SQUARE

Thursdays, 6:30—8 PM on the Town Square

- July 7: Jan Jungden Trio
- July 14: Amy & The Engine, *presented by UConn First Summer*
- July 21: Ghost of Paul Revere
- July 28: Wise Old Moon

All shows free & open to the public!
Rain dates are the following Tuesday.

Hosted by the Mansfield Downtown Partnership
and presented by Connecticut Water.
More info: mansfieldmusic.org

Celebrate the Glorious Fourth of July!

Nothing beats a parade, a picnic, a little swimming, and some fireworks to celebrate Independence Day. Nothing spoils the fun faster than someone getting hurt. Every year, many people are injured and fires are started by the unsafe or illegal use of fireworks — don't become one of them! Remember: ONLY sparklers and fountains are legal in CT and you have to be at least 16 years old to use them.



From Mansfield's 1774 Declaration of Freedom:

...FREEDOM — That sacred plant of paradise, that growth of heaven; that freedom, which is the grand constituent of intellectual happiness, and for the enjoyment of which our fathers exchanged their seats of pleasure and of plenty, to encounter the numerous savages, perils, and distresses of an inhospitable wilderness...

Storrs Farmers Market

The Market is open every Saturday from 3 to 6 PM from now through Thanksgiving on the front lawn of the Town Hall. Everything sold at the Market is grown and produced in Connecticut. In fact, the average distance from farm to market is just under 10 miles! For more information, please visit storrsfarmersmarket.org.

July Events and Activities in Mansfield



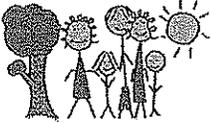
Parks and Recreation

Summer Family Fun Night

Saturday, Jul. 9, 4-7 PM
at Bicentennial Pond

Saturday, Jul. 30, 4:30-7:30 PM
Try the inflatable slide or use the Tot Toys in the gym, try a game of poolside basketball, play some board games, more!

No pre-registration required.



Free Day at the Community Center

Wednesday, Jul. 13, 6-9 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.

Family Friday Paint Nights

Friday, Jul. 22, 6:30-8:30 PM

Acrylic paint so dress for a mess! You will paint a 16" x 20" canvas. Supplies and step-by-step instruction provided. Fee.

Mansfield Public Library

Tween Space at the Library

A special space especially for kids entering middle school or higher. We have an Xbox One, trivia, raffles, and crafts, so meet a friend, bring your device, or just come to relax and cool off! Drop off available. Open Tuesdays 3-6, Wednesdays 1-4, and Thursdays 3-6.

Fun on the Field

Fridays in July at 2 PM

Join us for fun and games outside on the field, check out what's growing in the Children's Garden, and enjoy a special activity each week including playing with bubbles, making ice cream, fairy houses, splatter and water spray painting and building a worm hotel!

Crafty Afternoons

Thursday, Jul. 7, 2 PM

Messy Painting Fun

Thursday, Jul. 28, 2 PM

Paper Weaving

Mansfield Senior Center

Shutdown Week is July 18-24

FoodShare

Thursdays, Jul. 7 & 21

11:30 - 12:15 PM

Wrights Way back parking lot.
Please bring your shopping bags.

Intergenerational Event

Friday, Jul. 15

5 PM Dinner, 6 PM Performance

Roger Tincknell presents *This Land is Your Land*, an interactive music program that celebrates our country in song. Performing on a variety of instruments and including yodeling, country blues, swing and traditional American folk songs. Cost: \$7

Recycling 101

Monday, Jul. 25, 12:30 PM

Virginia Walton, Mansfield's Recycling Coordinator, will educate you on which items to recycle. Call 860-487-9870 to register by July 15.

Travels With A Book....Summer Programs at the Library

This-a-way Mezudio with Minstrel Mary Jo Maichack

Tuesday, Jul. 12, 6:30-7:30 PM

Shadow Puppetry Workshop

Thursday, July. 14, 2 - 3 PM

CAN-DO Agility Dogs Demonstration

Tuesday July 19, 1:30-2:30 PM

The PuppeTree presents: Caps for Sale

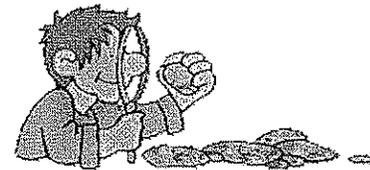
Wednesday, Jul. 20, 11 - 11:45 AM

Physics Fun for Kids

Thursday, July 21, 2 - 3 PM

Animal Embassy: Athletes of the Animal Kingdom

Tuesday, Jul. 26, 3:30 - 4:30 PM



Joshua's Trust Summer Fun

Saturday, Jul. 9, 10 AM

Dr. Will Ouimet of UConn will lead a geology exploration at the Bradley Buchanan Woods to explain some common geological features of our area. For families—park at the library.

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

