



6:30PM: Fire Chief Swearing-In Ceremony and Reception

**TOWN OF MANSFIELD
TOWN COUNCIL MEETING
Thursday, October 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 #1, 06-13-16 Agenda).....	7
2. Council Goal Setting (Item #1, 09-20-16 Agenda).....	37
NEW BUSINESS	
3. Revision of Town Parking Steering Committee Charge.....	45
4. Veterans Day Ceremonial Presentation Planning Subcommittee.....	55
REPORTS OF COUNCIL COMMITTEES	
DEPARTMENTAL AND ADVISORY COMMITTEE REPORTS	
PETITIONS, REQUESTS AND COMMUNICATIONS	
5. M. Hart re: Town-University Relations Committee Appointment.....	57
6. L. Painter re: Central Corridor Water Utility Coordinating Committee.....	59
7. L. Painter re: U.S. EPA Building Blocks for Sustainable Communities.....	61
8. R. Sitkowski re: North Eagleville Road Improvement.....	63
9. Van Zelm re: Celebrate Mansfield Festival.....	65
10. 2016 Municipal Equality Index.....	67
11. Connecticut Green Bank re: Clean Energy Communities.....	69
FUTURE AGENDAS	
EXECUTIVE SESSION	
ADJOURNMENT	

SPECIAL MEETING – MANSFIELD TOWN COUNCIL
September 20, 2016

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, Moran, Raymond, Ryan, Sargent, Shapiro
Excused: Kochenburger, Marcellino, Shaiken

II. OLD BUSINESS

1. Council Goal Setting Session (2016-2017)

Town Manager Matt Hart, who served as facilitator for the discussion, noted that the purpose of the session was to build on the work accomplished at the previous workshop and to continue the conversation identifying Town Council goals and objectives.

Assistant Town Manager Maria Capriola and Director of Planning and Development Linda Painter assisted with the process.

Councilors discussed each area of the draft document offering additions and changes. Staff will incorporate the noted changes and provide an updated draft for Council consideration at the October 13, 2016 Council meeting.

III. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

Joan Seliger Sidney, Lynwood Road, stated that UConn should provide on campus housing for all freshman and sophomores and provided examples of related concerns expressed by both Mansfield residents and UConn students. (Statement attached)

Rebecca Shafer, Echo Road, expressed appreciation for the Council's work in identifying goals especially plans to reinvigorate the Town/University Committee. Ms. Shafer also thanked the Mayor and Town Manager for their work in quelling a large party in her neighborhood last weekend.

Mike Campetelle, Moulton Road, complimented Ms. Shafer on her efforts and discussed his concerns about dangerous student behavior taking place in his neighborhood.

Mr. Campetelle expressed concern that the combination of speeding and students walking in the road will lead to a tragedy.

IV. ADJOURNMENT

Ms. Moran moved and Ms. Keane seconded to adjourn the meeting at 7:46 p.m.
The motion passed unanimously.

Paul M. Shapiro, Mayor

Mary Stanton, Town Clerk

September 20, 2016

74 Lynwood Road, Storrs
September 20, 2016

To Toni Moran & Committee:

I would like to add my concern on behalf of the Mansfield residents & UConn students who have spoken with me about the on-campus housing shortage. First let me speak for Anne (she pronounces it Anna), a second-year graduate student in physical therapy (PT). Anna lives a mile down from UConn in a rented house with her roommate, Elle (Pronounced Ellie), also a second-year PT student. Anne said that the week-end before last, there was an out-of-control party across the street. She complained about the UConn undergraduate culture, where students are so immature that they're convinced they have to get drunk in order to have a good time. She said they should be in dorms with RAs.

Anne told me about St. Lawrence University, her undergraduate college, where students aren't allowed to live off-campus before junior year. Also, she said that if there's a shortage of rooms, first-semester freshmen are encouraged to study abroad. "There's no out-of-control partying problem at St. Lawrence," she said.

Tom, another second-year PT student was shocked to learn that because the dorms opposite Gampel were knocked down, the new dorm only adds ~250 rooms, not the large number he had heard.

One of my senior-year Allied Health helpers said that her cousin, a freshman, wasn't guaranteed housing, that she was part of a lottery.

UConn must start taking responsibility to house all freshmen & sophomores on campus, starting now.

Thanks,
Joan Seliger Sidney

REGULAR MEETING – MANSFIELD TOWN COUNCIL
September 26, 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, Kochenburger, Moran, Raymond, Ryan, Sargent, Shaiken, Shapiro
Excused: Marcellino
- II. APPROVAL OF MINUTES
Mr. Ryan moved and Mr. Shaiken seconded to approve the minutes of the September 12, 2016 meeting, as corrected. The motion passed unanimously.
- III. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL
Peter Millman, Dog Lane, spoke in support of the proposed sustainable landscape plan for the Beck Building. Mr. Millman noted that solar car ports have worked well in other towns; the parking lot area of the town hall offers an opportunity for generating solar power; and urged the Town to examine lease purchase options for the procurement of solar equipment.
Justin Gordon, Dog Lane, questioned with regards to off-street parking regulations why rental properties have different rules than owner occupied properties do. Mr. Gordon also questioned regulations regarding off campus fraternities and sororities and the recent enforcement of those regulations.
- IV. REPORT OF THE TOWN MANAGER
Acting Town Manager Dave Dagon presented the Town Manager's report.
- V. REPORTS AND COMMENTS OF COUNCIL MEMBERS
Mayor Shapiro reported on the success of the recent Celebrate Mansfield event. The turnout was great, the music enjoyable and a great time was had by all. The Mayor thanked all those who volunteered.
- VI. OLD BUSINESS
No Items of Old Business
- VII. NEW BUSINESS
 1. Proclamation in Honor of Michael Beattie and Biking for Vets
Ms. Raymond moved and Ms. Moran seconded, effective September 26, 2016, to authorize the Mayor to issue the attached Proclamation in Honor of Michael Beattie and Biking for Vets.
Motion passed unanimously.
Proclamation attached.
 2. Sustainable Landscape Plan for Beck Municipal and Mansfield Community Center

September 26, 2016

Professor of landscape architecture, Kristin Schwab, presented a plan for a sustainable landscape for the Audrey P. Beck Building and the Mansfield Community Center which she developed with the assistance of her students. Ms. Schwab will provide a copy of the plan to Councilors.

Members thanked Ms. Schwab for the thoughtful plan and discussed how its implementation could be incorporated into the master facilities plan.

3. Financial Statements dated June 30, 2016

Finance Committee Chair Bill Ryan moved, effective September 26, 2016, to accept the Financial Statements dated June 30, 2016.

Motion passed unanimously.

4. Proposed FY 2015/2016 Yearend Transfers

Finance Committee Chair Bill Ryan moved, effective September 26, 2016, to approve the Yearend Budget Transfers as presented by the Director of Finance in her correspondence dated September 15, 2016.

Motion passed unanimously.

5. Proposed FY 2015/2016 Capital Improvement Program Adjustments

Finance Committee Chair Bill Ryan moved, to approve the adjustments to the Capital Projects Fund as of June 30, 2016, as presented by the Director of Finance in her correspondence dated September 22, 2016.

Motion passed with Kochenburger, Moran, Ryan, Sargent, Shaiken and Shapiro in favor and Keane and Raymond in opposition.

VIII. REPORTS OF COUNCIL COMMITTEES

Mr. Ryan, Chair of the Finance Committee, reported that at their last meeting the Committee also discussed purchase procedures and Mansfield Discovery Daycare budgeting concerns. Town Manager Matt Hart and Finance Director Cherie Trahan will be meeting with representatives of MDD.

Mr. Kochenburger, Chair of the Committee on Committees offered the following September 13, 2016 recommendations of the Committee:

Suzanne Singer Bansal as an alternate on Board of Ethics for a term ending June 30, 2017
Rebecca Shafer to the Town-University Relations Committee for a term ending March 13, 2018

Natalie Miniutti to the Historic District Commission for a term ending January 1, 2020
Heidi Groeger as an alternate on the Open Space Preservation Committee for a term ending December 31, 2019

The motion to approve the nominations passed unanimously.

Committee members offered their appreciation to those who volunteer to serve.

Ms. Moran noted that the Ad hoc Committee on Rental Regulations and Enforcement will be rescheduling their next meeting and that the Personnel Committee continues to work on the Town Manager's evaluation.

September 26, 2016

IX. DEPARTMENTAL AND COMMITTEE REPORTS

No comments offered.

X. PETITIONS, REQUESTS AND COMMUNICATIONS

6. M. Hauslaib (09/08/16)

7. T. Luciano (09/12/16)

8. B. Roe (09/12/16)

9. J. Sgro (09/09/16)

10. Planning and Zoning Commission re: PZC Referral – Mountain View Acres

11. L. Painter re: CTNext Innovation Places: Application for a Northeast Connecticut Innovation Hub

12. L. Painter re: Proposed Mobilitie Wireless Communications Towers – Linda Painter, Director of Planning and Development will be meeting with Mobilitie representatives and will ask that the proposed towers be subject to the Connecticut Siting Council's review.

XI. FUTURE AGENDAS

No additional items identified.

Mr. Shaiken moved and Mr. Ryan seconded to enter into executive session to discuss the Sale or Purchase of Real Property, in accordance with CGS§1-200(6) (D) and Strategy and Negotiations with Respect to Pending Claims or Litigation, in accordance with CGS§1-200(6) (B). Inland Wetland Agent Jennifer Kaufman and Director of Planning and Development Linda Painter will join Councilors in discussion of the first item and Attorney Kevin Deneen will participate in the second item of business. Motion passed unanimously.

XII. EXECUTIVE SESSION

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

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

Also Attending: Attorney Kevin Deneen

Sale or Purchase of Real Property, in accordance with CGS§1-200(6) (D)

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

Also Attending: Jennifer Kaufman and Linda Painter

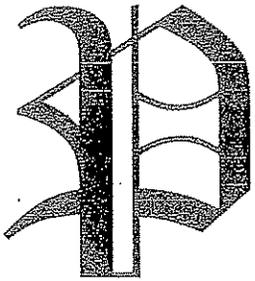
XIII. ADJOURNMENT

Following the completion of the executive session, Mr. Kochenburger moved and Ms. Moran seconded to adjourn the meeting at 8:53 p.m.

Paul M. Shapiro, Mayor

Mary Stanton, Town Clerk

September 26, 2016



Proclamation

Town of Mansfield, Connecticut

WHEREAS, Mr. Michael Beattie has returned home after a 6-month, 12,000-mile bike expedition around the perimeter of the United States, raising support and awareness for the plight of hungry veterans and their families; and

WHEREAS, Mr. Beattie sold his home to self-fund his trip and courageously accomplished his cross country journey despite three spinal surgeries as well as other major surgeries over the past decade; and

WHEREAS, Mr. Beattie's devotion to his cause of feeding our hungry veterans has led him to establish his own nonprofit Biking for Vets, as well as teaming with food pantries and other similarly missioned philanthropies; and

WHEREAS, Mr. Beattie served in our nation's Navy from 1967-1971, owned and operated his own local locksmith business for 42 years and has been a longtime resident of Mansfield; and

WHEREAS, Mr. Beattie, having no intention of ending his campaign despite returning home, continues to garner support and spread his story to raise awareness for his charitable cause.

NOW, THEREFORE, BE IT PROCLAIMED that the Town of Mansfield does hereby extend to Mr. Michael Beattie its heartfelt congratulations for a successful trip and warm welcome home.

IN WITNESS WHEREOF, I have set my hand and caused the seal of the Town of Mansfield to be affixed on this October 2nd in the year 2016.

Paul M. Shapiro, Mayor
Town of Mansfield
October 2, 2016



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant Town Manager; Irene Luciano, Assessor; Michael Nintean, Director of Building and Housing; Linda Painter, Director of Planning and Development
Date: October 13, 2016
Re: Crumbling Foundations in Eastern Connecticut

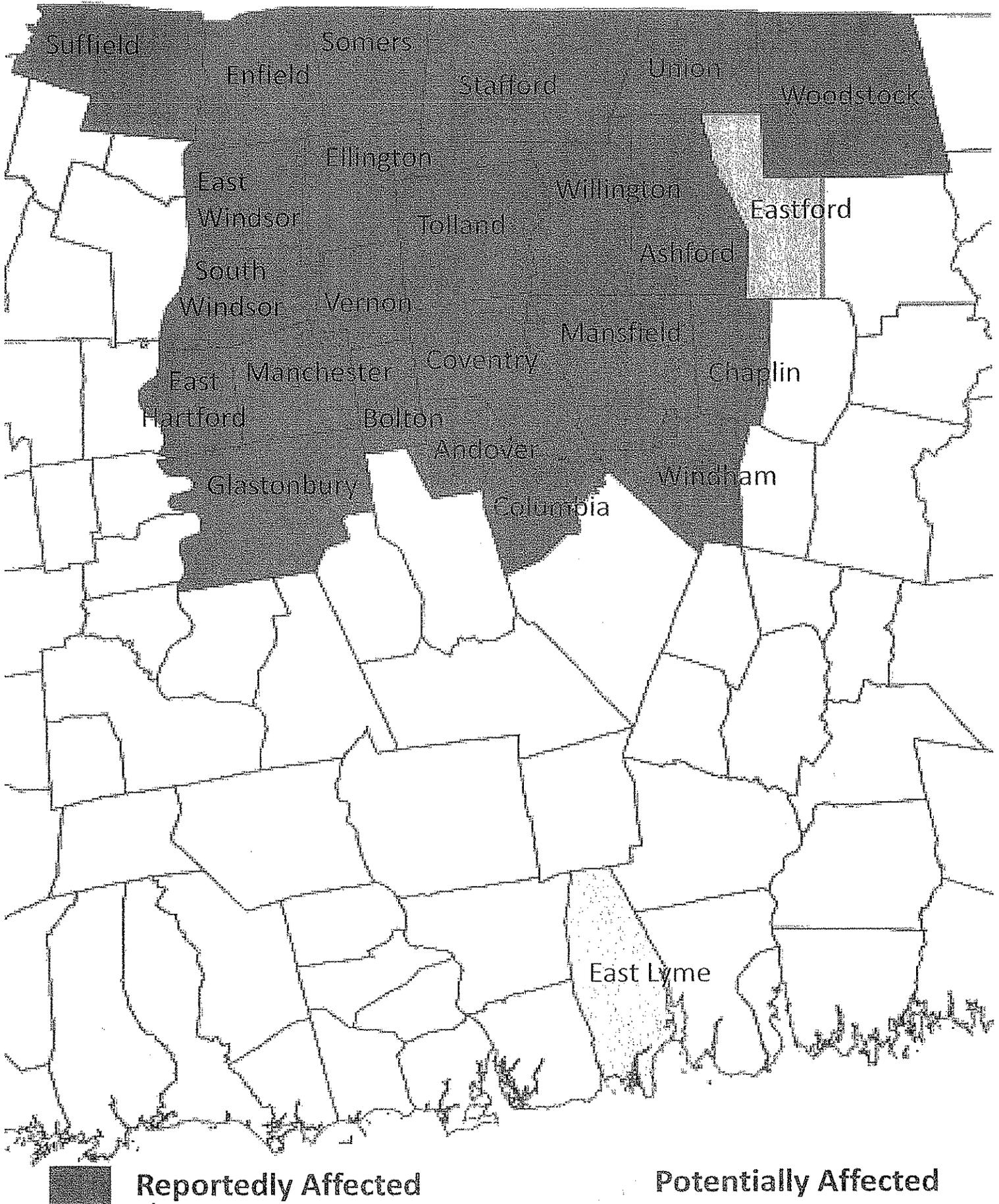
Subject Matter/Background

As you may know, I am a member of the Capitol Region Council of Governments (CRCOG) Ad hoc Committee on Concrete Foundations. Attached please find information from the ad hoc committee's most recent meeting; I will provide the Town Council with a briefing at its October 13th meeting.

Attachments

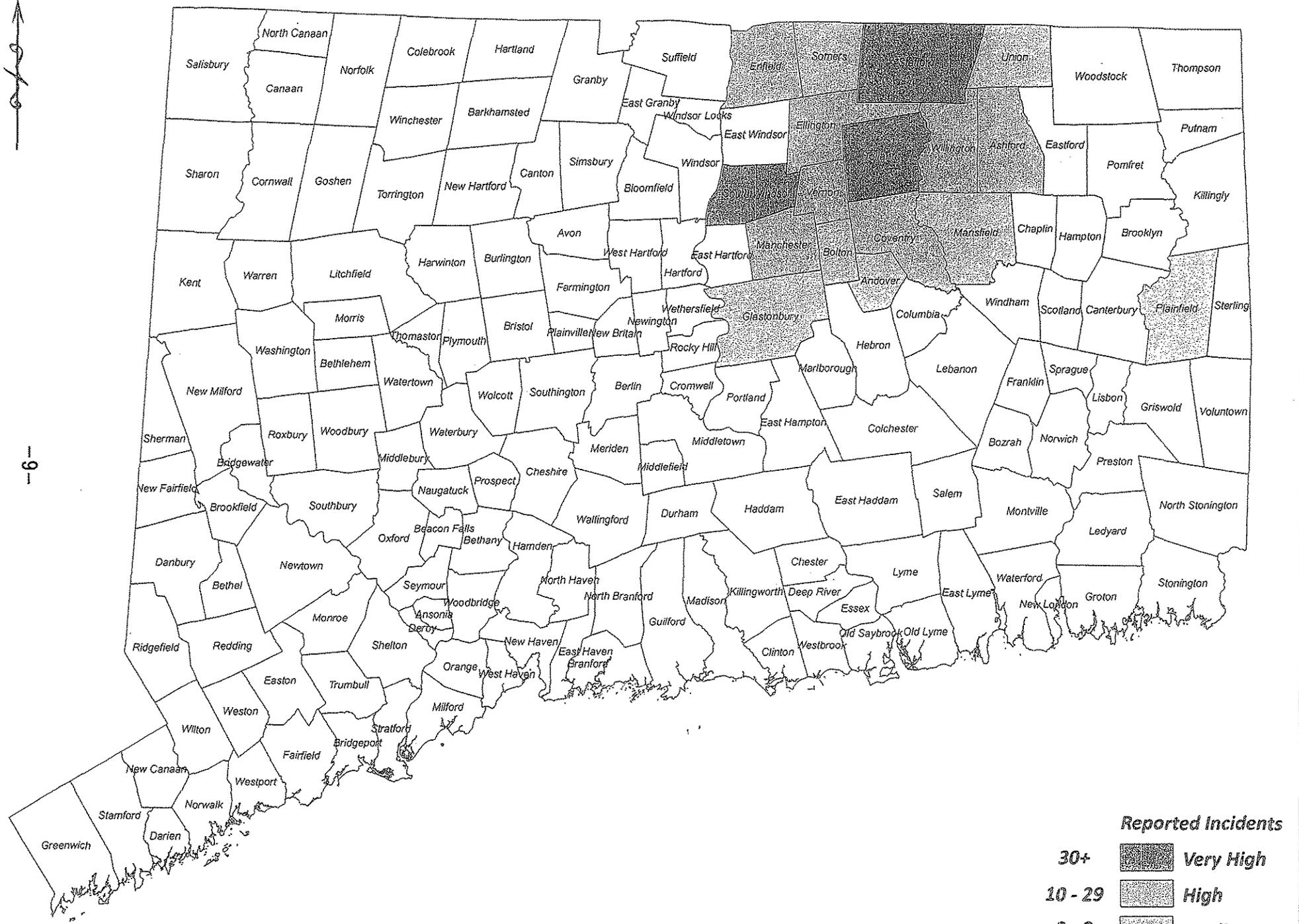
- 1) Map of Towns Affected by Pyrrhotite
- 2) Map of Reported Incidents
- 3) CRCOG re: Assessments related to Crumbling Foundations
- 4) Congressional Research Service re: Potential Use of CDBG and HOME Funds to Address Crumbling Residential Foundations in CT
- 5) CT Coalition Against Crumbling Basements re: Development and Application of Model to Estimate Costs to Replace Failing Residential Foundations in CT

Towns Affected by Pyrrhotite



 **Reportedly Affected**

 **Potentially Affected**



Reported Incidents

30+		Very High
10 - 29		High
3 - 9		Medium
< 3		Low

September 15, 2016

David LeVasseur
Acting Undersecretary, Intergovernmental Policy Division
Office of Policy and Management
450 Capitol Avenue
Hartford, CT 06106-1379

Subject: Assessments Related to Crumbling Foundations

Dear Secretary LeVasseur,

We are writing on behalf of CRCOG and other towns affected by the crumbling foundations that have come to light in the past year. Based on House Bill 5180, the municipalities have been tasked with reducing the assessments for those homeowners affected by crumbling foundations. We would like to have municipalities use a relatively uniform method in evaluating those re-assessments. CRCOG and the affected municipalities and their assessors have had a number of meetings in an attempt to reach an agreed upon uniform method. As a result of those meetings, the following guidelines have been developed, though while not shared by all assessors have been agreed to by most in the region.

The following suggested depreciation schedule has been agreed upon by the majority of assessors in the affected towns:

- Level A (documented to be "defective" - no sign of problems), 20%
- Level B (minor degradation- no repair required), 60%
- Level C (minor to moderate degradation- repair suggested/recommended), 75%
- Level D (moderate to severe degradation- significant repairs required), 90%
- Level E (severe degradation- imminent threat of failure), 100%

This discount would be depreciated off of the building value. A minority of assessors feel that the devaluation value could be applied as a percentage off an estimate cost to cure (of about \$800 per linear foot), but the majority prefers the building value as that is more defensible and is a standardized measure, not subject to numerous variations.

CRCOG would like to request you to consider in your role of oversight of assessments in Connecticut providing a memo to affected towns outlining the above as a guideline that could or should be followed for all municipalities affected by this issue in application of House Bill 5180.

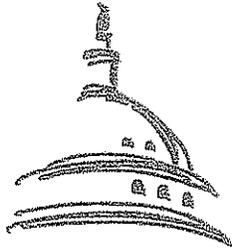
We believe that the support of OPM will be critical to the towns in trying to help their residents in a fair and equitable manner. Your help in this matter would be greatly appreciated. We would be happy to make ourselves available at your convenience to review this matter in depth

Sincerely,


Lyle D. Wray
Executive Director

Andover / Avon / Berlin / Bloomfield / Bolton / Canton / Columbia / Coventry / East Granby / East Hartford / East Windsor / Ellington / Enfield / Farmington
Glastonbury / Granby / Hartford / Hebron / Manchester / Mansfield / Marlborough / New Britain / Newington / Plainville / Rocky Hill / Simsbury / Somers
South Windsor / Southington / Stafford / Suffield / Tolland / Vernon / West Hartford / Wethersfield / Willington / Windsor / Windsor Locks

A voluntary Council of Governments formed to initiate and implement regional programs of benefit to the towns and the region



Congressional Research Service

Informing the legislative debate since 1914

MEMORANDUM

October 4, 2016

To: Honorable Joe Courtney
Attention: Beata Fogarasi

From: Eugene Boyd, Analyst in Federalism and Economic Development Policy, 7-8689
Katie Jones, Analyst in Housing Policy, 7-4162

Subject: **The Potential Use of Community Development Block Grant and HOME Funds to Address Crumbling Residential Foundations in Connecticut**

This memorandum responds to your request for information regarding the potential use of Community Development Block Grant (CDBG) or HOME funds to assist homeowners located in northern and eastern Connecticut in financing the repair or replacement of crumbling home foundations caused, according to news reports, by the presence of high levels of pyrrhotite in the aggregate used in the foundation's concrete mixture. Pyrrhotite is an iron sulfide mineral that can react with oxygen and water to cause swelling and cracking. Specifically, you asked CRS to identify:

- if, and how, CDBG or HOME funds could be used to assist affected homeowners repair or replace crumbling foundations;
- how the design of these programs may limit the funds' applicability in addressing homeowners' foundation problems; and
- how homeowners and towns or other areas would have to present the issue in the funding process.

Scope of the Problem

According to news reports, as of August 2016, at least 311 homeowners had filed complaints with the Connecticut Department of Consumer Protection regarding crumbling residential foundations.¹ The 311 impacted homeowners may be a part of a large group of impacted homeowners with the potential of hundreds, and possibly thousands, more joining their ranks. The Connecticut Coalition Against Crumbling Basements (CCACB), a homeowner advocacy group, estimates the number of affected homes in the state between 7,000 to 20,000, with cost estimates for replacing the damaged foundations ranging from \$150,000 to \$250,000 per home.² The potential cost of remedying the foundation problems of the 311 homeowners, who have already filed a complaint with the state of Connecticut, assuming an average

¹ Connecticut Coalition Against Crumbling Basements, "Pyrrhotite Disaster in the Northeastern United States-CCACB Guest Post," *Pyriteproblem.com*, August 31, 2016 at <http://www.pyriteproblem.com/usa/pyrrhotite-disaster-northeastern-united-states-ccacb-guest-post/>.

² *Ibid.*

cost of \$150,000 per home to replace the foundations, yields a cost estimate of \$46.650 million. The ability to gauge the scope of the problem is complicated by the fact that this is a slow-moving phenomenon that takes years, if not decades, before the damage is detected. According to CCACB, homes with visible foundation problems were built between the early 1980s and 2003.³

Program Descriptions

The Community Development Block Grant Program⁴ and the HOME Investment Partnership program⁵ are administered by the Department of Housing and Urban Development (HUD). The programs are intended to support state and local government housing and neighborhood revitalization efforts, particularly in areas with a significant concentration of low and moderate income persons and households. Federal rules governing the CDBG and HOME programs require states and qualifying local governments to submit, for HUD approval, Consolidated Plans (ConPlans) outlining their housing and community development needs and how those needs will be addressed over a five-year period using funds awarded through the CDBG, HOME and two other formula-based programs administered by HUD.⁶ In addition to ConPlans, states and qualifying local governments are required to develop and submit to HUD Annual Action Plans, which identify the actions, activities, and resources that will be employed to address the priority needs and specific goals identified by the state or local government's ConPlan. The ConPlan and related action plans are intended to:

- encourage communities and states to develop comprehensive, coordinated approaches in the administration of federal housing and community development programs;
- reduce federal paperwork requirements;
- improve program accountability through the use of measurable goals; and
- strengthen citizen participation.

HUD also consolidated the reporting requirements for these programs, replacing five general performance reports with one performance report known as the Consolidated Annual Performance and Evaluation Report (CAPER). States and qualifying communities are required to submit an annual CAPER to HUD detailing the state's progress in meeting the housing and community development objectives outlined in its ConPlan.

Community Development Block Grants (CDBG)

The CDBG program is a formula-based block grant whose funds are allocated to large metropolitan-based communities (*entitlement communities*) and the 50 states and Puerto Rico.⁷ Seventy percent of funds appropriated by Congress for program activities must be allocated to so-called *entitlement communities*. These are metropolitan-based cities with populations of 50,000 or more and urban counties with populations of 200,000 or more, excluding the population of entitlement cities within their boundaries.

³ Ibid.

⁴ The program was first authorized by the Housing and Community Development Act of 1974, P.L. 93-383, 42 U.S.C. 5301 and *et al.*

⁵ The program was first authorized by the Cranston-Gonzalez National Affordable Housing Act of 1992, P.L. 101-625, 42 U.S.C. 12701.

⁶ The two programs are Emergency Solution Grants, which provides assistance to address issues of homelessness, and Housing Opportunities for Persons with AIDS, which provides assistance to low and moderate income person living with HIV/AIDS.

⁷ For a detailed overview of the CDBG program see CRS Report R43520, *Community Development Block Grants and Related Programs: A Primer*, by Eugene Boyd.

However, an entitlement city located in an urban county may opt to forego administration of its CDBG allocation and instead transfer administrative authority of its CDBG allocation to its urban county. Likewise, metropolitan-based incorporated communities who fail to meet the 50,000-person threshold for entitlement status may also elect to be included in the urban county's CDBG program. If such a community elects to opt out of inclusion in the urban county's CDBG program, it may elect to compete for CDBG funds awarded to the state.⁸ There are two communities on your list of areas in Connecticut that are affected by crumbling foundations, Manchester and East Hartford, that qualify for CDBG entitlement community status.

The statute governing the CDBG program requires HUD to allocate 30% of funds appropriated by Congress to states and Puerto Rico for distribution to so-called nonentitlement communities. States do not actually undertake activities. Instead, the state acts as a pass-through agent whose primary responsibilities include:

- devising a method or methods for the distribution of funds to nonentitlement communities;
- selecting local government that will receive funds; and
- monitoring local government compliance with program regulations.

In addition, states, including Connecticut, are responsible for providing units of local government sufficient information regarding the availability of CDBG funds, kinds of eligible activities that may be funded, and factors that will be used to select projects for CDBG funding.

Table 1 is a listing of communities identified by your office as having a significant number of homeowners experiencing foundation problems. The communities are grouped by CDBG entitlement and nonentitlement status.

Table 1. Communities Identified Having Significant Number of Homes Affected by Crumbling Foundation by CDBG Entitlement Status

		(Communities that must compete for state CDBG funds of \$12.162 million)		
CDBG entitlement community allocation	CDBG nonentitlement communities			
East Hartford \$498,058	Broad Brook CDP	Andover	Ashford	
Manchester \$534,623	East Hartford	Bolton	Chaplin	
	Enfield	Coventry	Windham	
	Glastonbury	Ellington		
	Manchester	Mansfield		
	South Windsor	Tolland		
	Wethersfield	Somers		
		Stafford Springs		
		Union		
		Willington		

⁸ There are no CDBG-designated urban counties in the state of Connecticut. Connecticut abolished county-level executive and legislative governments in 1960. Each city or town in Connecticut is responsible for providing municipal services such as schools, and fire and police. Communities may agree to provide municipal services jointly

Source: List of impacted communities was provided by the Office of Representative Joe Courtney. CDBG entitlement community status identified on the HUD website at http://portal.hud.gov/hudportal/HUD?src=/program_offices/comm_planning/about/budget/budget16

As noted in **Table 1**, there are two affected CDBG entitlement communities (East Hartford and Manchester) that received separate CDBG allocations of \$498,058 and \$534,623, respectively, in fiscal year 2016. The remaining communities in **Table 1** will have to compete for some portion of the State of Connecticut's CDBG allocation of \$12.162 million. The administering state agency is the Connecticut Department of Housing.⁹

HOME

Like CDBG, the HOME Investment Partnerships Program (HOME) is a block grant administered by the Department of Housing and Urban Development (HUD). HOME funds are allocated by formula to *participating jurisdictions* (PJs), which are states and certain local jurisdictions that qualify for their own allocations of HOME funds under the formula.¹⁰ Forty percent of available HOME funds are allocated to states and the remaining 60% to local jurisdictions.¹¹ Unlike CDBG, state HOME funds can be used anywhere in the state; they do not necessarily have to be used in areas that do not receive their own allocations of HOME funds.

The state of Connecticut's allocation of HOME funding was about \$6.6 million in FY2016. (Participating jurisdictions must also match 25% of HOME funds expended with their own contribution to eligible affordable housing activities.¹²) These funds are administered by the state of Connecticut's Department of Housing, which makes decisions on specific projects to fund. Based on the list you provided to CRS, it does not appear that any of the areas affected by faulty home foundations are recipients of their own allocations of HOME funds.¹³

Under what circumstances may CDBG or HOME funds be used to address crumbling foundations of affected homeowners?

CDBG

As noted, both the CDBG and HOME programs are block grants that allow state and local government grantees significant discretion and flexibility in the use of funds to finance a broad range of community development and housing related activities. Two of the 21 communities listed in **Table 1** are direct recipients of CDBG funds (*entitlement communities*). The circumstances under which these two communities (Manchester and East Hartford) access CDBG funding differs from that of the remaining 19 *nonentitlement communities*.

⁹ The Department's CDBG website is accessible at <http://www.ct.gov/doh/cwp/view.asp?a=4513&q=530474>.

¹⁰ Local jurisdictions can qualify for their own allocations of HOME funds if they are metropolitan cities, urban counties, or consortia made up of geographically contiguous local governments and approved by the Secretary of HUD, and if they are eligible for a certain threshold amount of funding under the formula. See 42 U.S.C. 12746 and 42 U.S.C. 12747.

¹¹ 42 U.S.C. 12747(a)(1).

¹² 42 U.S.C. 12750

¹³ HUD, "Community Planning and Development Program Formula Allocations for FY2016," http://portal.hud.gov/hudportal/HUD?src=/program_offices/comm_planning/about/budget/budget16.

Homeowners in Entitlement Communities

Affected homeowners located in the entitlement communities of East Hartford and Manchester must seek assistance from the agency charged with administering the city's CDBG allocation: the Town of East Hartford Grants Administration Office,¹⁴ and the Town of Manchester Department of Planning and Economic Development.¹⁵ Homeowners should familiarize themselves with the citizen participation process and other program documents used by each grantee to facilitate public input in the development and implementation of the town's community development and related plans.¹⁶ Please note that both towns currently operate housing rehabilitation programs. The Town of Manchester, Connecticut administers a CDBG-funded owner-occupied rehabilitation program¹⁷ that makes available forgivable loans to owner-occupied or investor-owned single- and multi-family residential properties in selected housing rehabilitation areas to residents meeting household income requirements and other factors. The town may award up to \$25,000 per home to be used "to address conditions in the home that, if left unattended, would create an issue with the integrity of the home or become a detriment to the residents' quality of life."¹⁸ The Town of East Hartford, Connecticut's housing rehabilitation program is targeted to low and moderate income owner-occupied housing. The owners of the property: (1) may not have received rehabilitation loan assistance during the previous 5 years; (2) must have clear title to the property; (3) must be current on all property taxes at the time of application; and (4) may have no more than two mortgages or liens on the property.¹⁹

These local programs could be reviewed to determine if they could be modified to support the repair or replacement of crumbling foundations.²⁰

Homeowners in Nonentitlement Communities

Affected homeowners living in a nonentitlement community must first secure from their local government a commitment to submit an application to the state. In submitting the application to the state, the nonentitlement community must certify that it has the demonstrated ability to administer federal grant assistance. If the community lacks such expertise, it may partner with a Community Based Development Organization as defined by Sec. 24 CFR 570.204 designating the organization as a sub-recipient of funds.

¹⁴ See the following link at <http://www.easthartfordct.gov/grants-administration/pages/cdbg-documents>

¹⁵ See the following link at <http://planning1.townofmanchester.org/index.cfm/community-development-and-housing/community-development-block-grant-program>.

¹⁶ Manchester CDBG documents may be access at <http://planning1.townofmanchester.org/index.cfm/community-development-and-housing/community-development-block-grant-program/>, and East Hartford's CDBG documents are available at <http://www.easthartfordct.gov/grants-administration/pages/cdbg-documents>

¹⁷ Program brochure available at <http://planning1.townofmanchester.org/NewPlanning/assets/File/REHAB%20BROCHURE%20March%202015.pdf>

¹⁸ Town of Manchester, Connecticut Department of Planning, *Town of Manchester Housing Rehabilitation Program*, Manchester, Ct., <http://planning1.townofmanchester.org/NewPlanning/assets/File/REHAB%20BROCHURE%20March%202015.pdf> .

¹⁹ Town of East Hartford, Connecticut Department of Grant Administration, "Who is eligible for the Housing Rehabilitation Program?" program brochure at <http://www.easthartfordct.gov/grants-administration/faq/who-is-eligible-for-the-housing-rehabilitation-program>.

²⁰ For details of East Hartford housing rehabilitation program see <http://www.easthartfordct.gov/advanced-search?keywords=housing+rehabilitation>. For Manchester see <http://planning1.townofmanchester.org/index.cfm/community-development-and-housing/community-development-block-grant-program/housing-rehabilitation-program/>

Eligible Use of Funds

The statute governing the CDBG program lists housing rehabilitation, which could include the repair or replacement of crumbling foundations, as an eligible activity. However, such assistance is not without strings. States and local government grantees and sub-recipients of CDBG funds must certify that the proposed activity meets one of three national objectives:

- principally benefit low or moderate income persons or households;²¹
- aid in preventing or eliminating slums or blight; or
- address an urgent need that poses an imminent threat to the health and safety of residents.

42 USC 5305(a)(4) includes rehabilitation of privately or publicly owned residential property as an eligible CDBG activity. When carrying out this activity funds may be used to cover the costs of:

- labor and materials;
- financial assistance, including loans, grants, loan guarantee and interest supplements; or
- refinancing existing indebtedness secured by a property being rehabilitated with CDBG funds.

Funds may also be used to cover the costs of rehabilitation services, including marketing of the program, screening of potentially eligible homeowners and impacted housing structures, loan underwriting and processing, inspections, and other services related to assisting owners. To execute these activities communities may, and often do, partner with nonprofit housing and community development entities.

HOME

HOME funds can be used for a variety of housing-related activities that benefit low-income households.²² HOME funds can be used to repair or rehabilitate owner-occupied housing, though they can also be used for other activities, including constructing or rehabilitating rental housing, providing assistance to homebuyers (such as down payment assistance), or providing tenant-based rental assistance. Although HOME funds can be used for owner-occupied housing rehabilitation activities, it appears that the state of Connecticut has historically rehabilitated only a relatively small number of units using HOME funds. Since 1992, the year the HOME program began, 5% of completed HOME-funded units in the state of Connecticut have been rehabilitated owner-occupied housing units. Over three-quarters (77%) of completed units have been rental units.

Because repairing, rehabilitating, or reconstructing owner-occupied housing is an eligible use of HOME funds, it appears that the state of Connecticut could choose to use HOME funds to assist homeowners with crumbling home foundations under certain circumstances. However, any housing rehabilitation must comply with the PJ's written rehabilitation standards and bring the home into compliance with state or local building codes. Therefore, emergency housing rehabilitation programs are not eligible for HOME funds, unless the homes are also brought into compliance with any applicable codes.

²¹ CDBG program regulations defines low and moderate income household as having an income equal to or less than the Section 8 low income limit established by HUD 24 CFR 570.3. In the case of entitlement community, this is typically 80% of the median income of the entitlement jurisdiction. In the case of the state program, the 80% is based on the median income for all nonentitlement communities in the state.

²² Low income, for the purposes of the HOME program, is defined as households with incomes at or below 80% of area median income.

PJs can provide various types of assistance using HOME funds, including grants and different types of loans (e.g., interest-bearing loans, non-interest bearing loans, or deferred loans). HOME funds can also be used to provide assistance in connection with private loans, such as offering loan guarantees or providing interest rate subsidies or principal write-downs on private loans to make them more affordable.

HOME funds can be used for both hard costs (the costs of the actual repair or rehabilitation work) and related soft costs. Soft costs include architectural, engineering, or other professional services; costs related to securing financing for the project (such as the costs of permits or appraisals); project audits, information services; and certain of the PJ's staff and overhead costs that are directly related to carrying out the project.²³

What program requirements exist that would limit or prohibit the use of CDBG or HOME in financing the repair or replacement of crumbling foundations?

This section of the memorandum discusses the requirements and limitations communities and homeowners must address in an effort to secure CDBG or HOME funding for the proposed activity.

CDBG

Under the CDBG statute, states and entitlement communities must ensure that 70% of their CDBG funds benefit low and moderate income persons.²⁴ This limits the percentage of CDBG funds a community or state may allocate to activities that address the two other national objectives. Homeowners seeking CDBG assistance for basement replacement or repairs must demonstrate that the proposed activities meet one of the three national objectives listed earlier in this memorandum. The following briefly describes how the three national objectives could be used to justify the use of CDBG funds for housing rehabilitation activities:

- **Benefits to low and moderate income persons.** In order for an activity that involves housing rehabilitation to qualify as benefiting low and moderate income persons, the program's authorizing statute requires that the housing must be owner-occupied by households whose gross income does not exceed 80% of the jurisdiction's median income. It is conceivable that a number of impacted homeowners will have incomes beyond the 80% of median income ceiling, and thus will be ineligible for CDBG funding under this national objective.
- **Prevention or elimination of slums and blight.** CDBG-financed housing rehabilitation activities could be justified as meeting the national objective that allows assistance to be used to prevent or eliminate slums and blight on a targeted area-wide or spot basis. In order to meet this national objective on a targeted area basis, the area in which the proposed rehabilitation activities are to occur must (1) meet the state or local government's legal definition of a slum, blighted, deteriorated or deteriorating area; (2) include a substantial number of deteriorated or deteriorating housings throughout the designated area; and (3) address one or more of the conditions that contribute to the deterioration of the area. In addition, the housing structure targeted for rehabilitation must be considered substandard under local law. Local governments and states may develop

²³ Eligible project costs are in HUD regulations at 24 CFR 92.206. Prohibited activities and fees are at 24 CFR 92.214.

²⁴ 42 U.S.C. 5304(b).

housing rehabilitation programs on a spot basis allowing housing CDBG assistance to be awarded to homeowners living anywhere within the boundaries of the entitlement community or the state's nonentitlement areas. Under the program's federal rules the CDBG-funded housing rehabilitation activity may address only those conditions that are considered detrimental to public health and safety.

- **Urgent Need.** Entitlement communities and states may fund housing rehabilitation activities under the urgent need objective if: (1) the activity is intended to alleviate an existing condition or conditions which the grantee (entitlement community, nonentitlement community) certifies are a serious and immediate threat to the health or welfare of the community; (2) the conditions are of recent origin or recently became urgent; (3) the grantee is unable to finance the activity on its own, and (4) other sources of funds are not available.

HOME

Given that rehabilitation of existing owner-occupied housing is an eligible use of HOME funds, the state of Connecticut may be able to use HOME to help some homeowners repair or replace crumbling home foundations in some circumstances. However, there are some important limitations on the use of HOME funding in general, and on the use of HOME funding for housing rehabilitation specifically. Some of the potential limitations on the use of HOME funds include the following:

- **Low-Income Requirement:** All HOME funds must benefit low-income households; therefore, HOME funds could only be used to repair home foundations for households who are low-income (defined as income at or below 80% of the area median income).²⁵
- **Limits on After-Rehab Value:** In order to use HOME funds, the value of the property after the rehabilitation is completed may not exceed 95% of the median purchase price in the area.²⁶ Therefore, HOME funds could only be used if the after-rehabilitation property value would not exceed these limits.
- **Maximum Per-Unit HOME Subsidy:** There is a maximum per-unit amount of HOME funds that can be used for rehabilitation; these amounts are available from the HUD field office.²⁷ Depending on the cost of the repair and rehabilitation, it is possible that the limits could pose a barrier to using HOME funds in some cases.
- **Rehabilitation Standards:** HUD regulations require that, when HOME funds are used for housing rehabilitation, the housing must meet the PJ's written rehabilitation standards and be brought up to the applicable state or local building code.²⁸ Therefore, depending on the condition of the homes in question, using HOME funds may require more repairs to be completed than just the home foundation repair, which would increase the cost of the program.

²⁵ The dollar amounts of income limits in different areas are available on HUD's website at <https://www.hudexchange.info/manage-a-program/home-income-limits/>.

²⁶ 24 CFR 92.254(b)(1). The 2016 limits are available at HUD, "HOME Homeownership Value," <https://www.hudexchange.info/resource/2312/home-maximum-purchase-price-after-rehab-value/>.

²⁷ See 24 CFR 92.250 and HUD's website at <https://www.hudexchange.info/resource/2315/home-per-unit-subsidy/>. The closest HUD field office would be the Hartford Field Office; contact information is available at <https://www.hudexchange.info/manage-a-program/cpd-field-office-directory/>.

²⁸ 24 CFR 92.251

- **Principal Residence Requirement:** HOME funds may only be used for rehabilitation of an owner-occupied home if the home is the owner's principal residence.²⁹
- **Affordability Period and Subsidy Recapture:** The HOME statute does not impose an affordability period—a time period over which the housing must continue to qualify as affordable housing under HOME program requirements—for homeowner rehabilitation activities. However, participating jurisdictions are permitted to impose one. According to the state of Connecticut's Consolidated Plan, the state has chosen to impose an affordability period on homeowner rehabilitation activities and to seek to recapture the HOME subsidy provided the home is sold during the affordability period. This means that, if the home is sold during the affordability period, the amount of the HOME subsidy (or a pro-rated amount) would need to be repaid.³⁰ The affordability period is between 5 and 15 years, depending on the amount of HOME funds invested.

Other HOME requirements may also limit the extent to which funds could be used for home foundation repairs, or could potentially add to the complexity or the cost of using HOME funds for this purpose.

Under what arrangements may CDBG or HOME funds be provided or packaged in order to fund the repair or replacement of damaged foundation?

This memorandum identifies a number of options that may be considered when structuring a proposal to administer and fund a housing rehabilitation (foundation replacement) program using CDBG or HOME funds. All of the options will require that impacted homeowners obtain the involvement and cooperation of the local governments where the affected homes are located.

CDBG

Option One: The CDBG entitlement communities of East Hartford and Manchester could attempt to expand their existing housing rehabilitation programs using a combination of their CDBG allocation and HOME funds that would be awarded to it by the state of Connecticut.

Option Two: Communities could form a consortia and jointly apply for state CDBG and HOME funds. The consortia would designate one of its member communities as the administrator of program funds.

Option Three: Communities could form consortia and jointly apply for state CDBG and HOME funds and include a nonprofit entity with expertise in administering federal housing and community development funds as a subrecipient of grant funds. The nonprofit would be charged with administering a foundation replacement program.

There are a number of financing options that may be used when structuring an owner-occupied housing rehabilitation program. They include the following:

- **Grants** can be awarded to income eligible homeowners to be used to subsidize the cost of eligible housing rehabilitation activities, or to write down the principal amount of a private loan as a means of making the homeowner's monthly loan payment affordable.

²⁹ 24 CFR 92.254(b)(2)

³⁰ See the Connecticut Department of Housing (DOH) Consolidated Plan 2015-2019, page 254, stating that "For homeowner rehabilitation projects DOH will look to recapture the entire subsidy during the period of affordability. DOH may establish a stand-alone state mandated affordability period for such projects."

- **Deferred payment** loans to homeowners for housing rehabilitation activities. These non-amortized loans would allow for the regular payment of interest, with the principal being repaid in a lump sum sometime in the future (in many instances, only after the sale of the house). This technique is often used as a means of subsidizing low-income homeowners
- **Forgivable loans** allow for pro-rated reduction or forgiveness of some portion of the loan over time based on how long the owner has resided in the property. Should the homeowner sell the property before the end of the loan term, only the amount not yet forgiven would be repaid.
- **Amortizing loans** require homeowner to make a monthly payment. These loans can be made at below-market interest rates, or principal-only loans.³¹

HOME

The Connecticut Department of Housing (DOH) administers the state's CDBG and HOME allocations and makes decisions about which specific projects to fund. According to the state of Connecticut's draft 2016-2017 Action Plan, Connecticut makes its HOME funds available across the state, and accepts applications for nearly all HOME-eligible activities (including housing rehabilitation). Eligible applicants for the funds include local governments and both for-profit and non-profit entities.

The Connecticut Department of Housing's website and its Consolidated Plan and Annual Action Plan describe the application process for HOME funds.³² The Department of Housing accepts applications on a continuing basis until all funds are committed. Applicants submit an application to the Department of Housing, which is to be evaluated based on a variety of criteria. The draft 2016 Annual Action Plan posted on the Connecticut Department of Housing's website includes a section on evaluation criteria for HOME and CDBG.³³ Among other things, the draft plan states that applications will be judged on the extent to which they meet one or more of the priorities in the Consolidated Plan, the feasibility of the project and how quickly it can begin, the applicant's prior experience and capacity to undertake the project, and the extent to which projects meet certain criteria related to "responsible growth, livability initiatives, and community impact."

A local government or a for-profit or non-profit developer could submit an application for HOME funds to be used to repair affected homeowners' foundations. Among other things, the application would need to demonstrate experience and capacity to carry out the project, comply with HOME program requirements, show that the project is financially viable, and meet the objectives of the Connecticut Consolidated Plan. Among many others, some questions that may need to be considered and addressed in the application include how eligible homeowners would be identified, how (and by whom) the work would be carried out, and the amount and form of assistance that would be provided to homeowners (e.g., would HOME funds cover all or a portion of the costs of repairing the faulty home foundations? Would assistance be provided in the forms of grants, loans, or another kind of subsidy?). Even if an application met all of the required criteria, there is no guarantee that the application would be selected for funding. The decision would presumably depend, in part, on how many other applications for funding were received and how the state chose to prioritize the use of HOME funds. To the extent that an affected local government wished to apply for HOME funding for this purpose, but lacked the relevant experience, it may wish to partner with a non-profit or other entity that has more experience with homeowner rehabilitation projects.

³¹ United States Department of Housing and Urban Development, *HOME and CDBG Guidebook*, Washington, DC, February 2012, pp. 61-62, <https://www.hudexchange.info/resources/documents/HOME-CDBGGuidebook.pdf>.

³² See <http://www.ct.gov/doh/cwp/view.asp?a=4513&q=530476>.

³³ Connecticut Department of Housing, "State of Connecticut DRAFT 2016-2017 Action Plan for Housing and Community Development," p. 47-49, available at http://www.ct.gov/doh/lib/doh/draft_2016-2017_action_plan_2.pdf.

While it appears that using funds to repair crumbling home foundations for eligible homeowners, in accordance with other HOME requirements, would be consistent with Connecticut's Consolidated Plan and Annual Action plan, if any changes needed to be made, the state can submit amendments to the Consolidated Plan. HUD's Hartford Field Office should be able to assist in discerning whether changes need to be made and to answer other questions about using HOME funds for this purpose.³⁴

States and localities that receive HOME or CDBG funds can also request various types of assistance from HUD staff, including, among other things, "In-depth assistance with implementing, operating, or administering a HUD-funded program."³⁵ Therefore, the state of Connecticut may be able to request assistance if it felt that it needed help implementing a homeowner rehabilitation program for homeowners affected by crumbling foundations.

We trust this information meets your needs. Should you require additional assistance, please contact us.

³⁴ Contact information for HUD field offices is available at http://portal.hud.gov/hudportal/HUD?src=/program_offices/field_policy_mgt/localoffices#CT.

³⁵ See HUD's website at <https://www.hudexchange.info/get-assistance/>.

Development and Application of a Model to Estimate Costs to Replace Failing Residential Foundations in Connecticut

Jim Mahoney

Connecticut Coalition Against Crumbling Basements Meeting

October 1, 2016

Disclaimer:

- ▶ The author has a foundation that is failing.
- ▶ All work on this white paper was performed on personal time.
- ▶ The contents of this presentation reflect the views of the author who is responsible for the facts and the accuracy of the data presented herein. The contents do not represent the views of the author's employer.

Acknowledgements

- ▶ Without the tireless efforts of the Coalition, this project would not have been possible.
- ▶ Many people were involved in the writing of this white paper.
- ▶ Countless suggestions were received and incorporated.
- ▶ Many thanks to all involved.

Who, Why, What and How

Who the heck is Jim Mahoney and why is he standing on the stage?

- ▶ Civil Engineer
 - ▶ Education
 - ▶ Training
 - ▶ Occupation
 - ▶ I'm not a licensed professional engineer (PE)
- ▶ Conduct research on transportation construction materials including:
 - ▶ Asphalt
 - ▶ Concrete
 - ▶ Soils
 - ▶ De-icing chemicals
- ▶ Conduct education and training on testing these materials

Why?

"It comes down to a simple choice, really. Get busy living or get busy dying." - Shawshank Redemption

- ▶ I decided it was time to get busy living.
- ▶ I wanted to shed the feeling of being a victim and become empowered by working toward a solution.
 - ▶ This is a scary, potentially life-altering situation, and while I'm still angry, I want to use that energy to help work toward a solution.
- ▶ We all have skills to contribute to finding a resolution to this problem.

Why did I write this?

- ▶ Scope of this problem is enormous
 - ▶ New cases of this problem will be found for decades.
 - ▶ Without a proactive screening program, it will be decades before the entire scope of this problem is known.
 - ▶ Many of the records needed to fully understand the scale of this problem no longer exist.
- ▶ You cannot begin to solve a problem until you have an understanding of the size of the problem.
- ▶ Nobody can predict exactly which foundations will fail
 - ▶ The goal was to put forth a reasonable and conservative estimate on a region-wide basis.
 - ▶ This is intended to be an estimate which can be further refined as more data is collected.
 - ▶ When more data is available, more powerful modeling techniques can be employed.

What did I find?

- ▶ At least 20 CT municipalities are impacted (~11% of Connecticut's population).
 - ▶ Capital Region Council of Governments (CROCG) indicates at least 22 municipalities are reportedly impacted with 2 additional municipalities possibly impacted (9/16/16).
- ▶ As indicated in publicly available data, an estimated 35,600 residences were constructed in the 20 municipalities from 1983 - 2015. This includes single family houses and condominiums.
- ▶ Using a relatively straight forward mathematical model, it is estimated that 10,300 of these residences contain concrete from JJ Mottes.

Cost Estimate

- ▶ Assumed a cost of replacing the foundation to be \$150,000 with other costs (landscaping, hardscaping, temporary relocation costs, etc.) of \$65,000 for a total average cost of \$215,000 per residence.
- ▶ If 50% of the estimated number of JJ Mottes foundations (5,000 foundations) need to be replaced, the cost is approximately \$1.1 billion dollars (2016 dollars).
- ▶ Not all of this funding has to be secured at once, as it will take decades for the full extent of this “slow motion disaster” to be known.
- ▶ This disaster does not translate well to photographs or video as compared to other disasters such as Hurricane Sandy or wildfires out west. It is no less devastating though.

Affects on the Region

- ▶ All residents will be impacted - directly or indirectly.
- ▶ All property values will be adversely affected.
 - ▶ Residences built from 1983 - 2015 will be stigmatized if the source of the foundation concrete is not known, documented or tested.
 - ▶ The number of abandoned residences will increase, with little or no chance of reselling them.
- ▶ Property taxes for all property owners will be impacted.
- ▶ Municipalities may have to reduce services because of the reduction in tax revenue.
- ▶ Uncertainty will affect the number of people looking to purchase houses in the region.
- ▶ The drop in property values combined with an increase in taxes will far outweigh any potential increases in insurance rates for everyone.

How Do We Proceed from Here?

*"It is amazing what you can accomplish if you do not care who
gets credit for it."*

Harry S. Truman

Job #1

- ▶ We must build a partnership with our elected officials on a local, state and federal level as well as regional planning organizations.
 - ▶ There is not a single person on the planet who knows how to resolve this problem; it will take many people to figure it out.
 - ▶ There is no "quick fix" for this.
 - ▶ Working together will move things forward faster.
- ▶ We have to lose the "us vs them" attitude, as this problem affects everyone.

*“Action Speaks Louder
than Words but Not
Nearly as Often.”*

Mark Twain

In order for a partnership to succeed, both sides must be engaged and working together.

White Paper Recommendations

State of Connecticut Should Obtain Records of Where This Material Was Placed

- ▶ Apparently, many of the records of where this concrete was placed have been lost.
 - ▶ Official documentation of which records don't exist has not been made publicly available.
- ▶ Where records do exist, the State should obtain these records and notify the property owners of the possibility of this problem.
 - ▶ Applies to ready-mixed concrete as well as precast septic system components.
- ▶ This could be a joint effort between the State and municipalities on the notifications as well as developing local databases of potentially impacted properties.

It Is Imperative that Connecticut Develop a Specification Limit for Pyrrhotite

- ▶ The specification for concrete should be amended to include a maximum allowable pyrrhotite content.
- ▶ Quarries should be required to have petrographic analysis of their aggregates to ensure compliance with the pyrrhotite limits used for concrete be tested at least every other year and these results should be filed with the State.

Instilling Confidence in the Real Estate Market

- ▶ For houses built within the region during the period in question, there should be a requirement for a foundation core to be taken for petrographic analysis as part of a property transfer.
- ▶ These results should be filed with the building department within the municipality.
- ▶ Should be considered as part of the home inspection process
- ▶ Will help to reduce secondary lawsuits on property transactions as well as understanding the scope of this problem
- ▶ Could be waived if the builder will sign an affidavit confirming the source of the concrete used in the foundation and filing that with the municipality

Reaching out to Municipalities in Massachusetts

- ▶ This concrete was supplied for construction in Massachusetts as well as in Connecticut.
- ▶ Problems with crumbling concrete have been reported in Massachusetts.
- ▶ Being that more than one state is affected, it may bolster the argument to seek Federal assistance.

Obtaining Concrete Core Data from Insurance Companies

- ▶ The State of Connecticut should request the data collected by insurance companies cutting cores and having them analyzed petrographically.
- ▶ The data could be “blinded” so that it is only identifiable by town.
- ▶ This data will be invaluable for understanding the problem and developing a specification for a pyrrhotite limit going forward.
- ▶ There may be other mineralogical factors that influence the damage done by pyrrhotite and the data contained in these results may help to sort that out.

White Paper URL

- ▶ The entire white paper can be found at:

<https://ccacbdotorg.files.wordpress.com/2016/01/crumbling-concrete-estimated-cost-for-replacing-foundations-9-5-2016-final.pdf>

Emergency Funding for Houses that are Structurally Unsafe

- ▶ Funds need to be identified immediately that can be used for the houses that are structurally unsafe and cannot be lived in at this time.

Making a Standard for Foundation Replacements

- ▶ To protect the public, there is an urgent need to set a standard for foundation replacements
- ▶ This would include methods for replacements as well as what gets replaced
- ▶ When money starts to flow, it will be the wild west with contractors of all skill levels coming to Connecticut to do this work
- ▶ Building inspectors will need a standard set of practices to ensure compliance
- ▶ We don't want to be doing this again in 20 years!

Engaging an Outside Organization to Review Potential Alternative Mitigation Options and Warranties

- ▶ There are many people pushing alternatives to full foundation replacements - especially for foundations that are not yet structurally compromised.
- ▶ There MAY be options for minimally-impacted foundations, but there is a need to vet these options to ensure these alternatives will be successful.
- ▶ IF any of these options were deemed to be viable, there is a need to have an iron-clad warranty.
 - ▶ May require a performance-type bond or a large entity such as the State of Connecticut to back the warranty
 - ▶ Any warranty needs to have the financial means to back it up
- ▶ There is a need to be able to identify impacted foundations before cracking (the symptom of this problem) appears.

What Can You Do To Move Things Forward

- ▶ We will petition each of the affected municipalities to drop their building permit fees associated with replacing foundations.
 - ▶ The Governor has stated that the State would waive their portion of the building permit fee.
- ▶ There is a need to educate the public on this problem as many people still do not know about it, are choosing to ignore it or believe this is simply someone else's problem.
- ▶ Reach out to your insurance company urging them to join the insurance pool announced by the Attorney General.
 - ▶ A sample letter has been posted on the CCACB website that you can use.
- ▶ Volunteer - the form is on the CCACB website.
 - ▶ This will be a ramping up later in October in preparation for the upcoming Legislative Session.

Urging People to Register with DCP

- ▶ There are approximately 330 people who have registered with DCP.
- ▶ The actual number of affected people is much higher than 330.
- ▶ The information collected by DCP is protected for seven years and can't be made public.
- ▶ Insurance companies cannot drop you for filing a claim for foundation issues.
 - ▶ They won't know about your filing with DCP unless you tell them.
- ▶ The amount of funding that is made available will be proportional to the number of complaints filed.
- ▶ There is no stigma associated with filing a complaint.
 - ▶ This is not a negative reflection on your decision-making skills.

Every Flood Begins with a Single Raindrop

These may all seem like small steps, but we need to set goals that can be achieved and provide the groundwork for future victories.

The way I see it the Coalition has 2 goals

- ▶ #1 - the obvious one - working towards finding solutions for the crumbling basement problem
- ▶ #2 - leaving a trail of bread crumbs for others to follow when the next situation like this occurs
 - ▶ The Canadian Coalition is doing this by being here!

*“Hope is a good thing,
maybe the best of
things, and no good
thing ever dies.”*

Shawshank Redemption

This is an enormous problem, but
if we all work together, we will
get through it.

PAGE
BREAK



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MH*
CC: Department Heads
Date: October 13, 2016
Re: Town Council Goal Setting

Subject Matter/Background

Attached please find a draft summary of the goals and objectives compiled from your discussions on March 5, 2016, April 11, 2016, and September 20, 2016.

The Town Council's goals are important to both the community and organization for policy and resource allocation purposes.

Recommendation

Once ready, I recommend that the Town Council vote to formally endorse its stated goals and objectives for 2016-2017. This action would emphasize the importance of the document as a policy instrument. Also, I recommend adding the document to the Council's Policy Index as we have done in the past.

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

Move, effective October 13, 2016, to adopt the 2016-2017 Town Council Goals and Objectives as presented and to add the document to the Mansfield Town Council policy index.

Attachments

- 1) 2016/2017 Town Council Goals and Objectives – DRAFT (with changes)
- 2) 2016/2017 Town Council Goals and Objectives – DRAFT (clean copy)
- 3) M. Hart re Goal Setting

2016-2017 Mansfield Town Council Goals and Objectives - DRAFT

Economic Development

Goal: Mansfield has a growing and diversified economy that helps to maintain the high-quality services desired by residents. Goal 6.3 (Page 6.39). ♦

Objectives:

- Create a “brand” for Mansfield and market the Town.
- Create a business friendly climate; complete the online permitting software and *Permitting Guide* projects.
- Explore the feasibility of allocating resources for a dedicated economic development staff member.
- Leverage UCONN Tech Park for economic development in Mansfield.
- Begin construction on Four Corners Sewer project; focus redevelopment efforts to Four Corners area and other areas identified in the Plan of Conservation and Development.

Education

Goal: Mansfield is a lifelong learning community and continues to provide high quality public education for children and youth. ♦

Objectives:

- Complete the school facilities study project.
- Revise the Town’s capital plan following completion of the facility studies to ensure educational infrastructure is adequate to meet both short and long term community needs.
- Support high quality, affordable early childhood education.

Financial Management

Goal: Responsibly manage available financial resources to maintain quality services that are responsive to community needs. ♦

Objectives:

- Increase tax base (new growth), including completion of Storrs Center, in a responsible manner.
- Increase Fund Balance to a minimum of 10% of the operating budget over a five year period, or sooner if feasible.
- Balance service needs with revenue constraints.
- Continue to explore opportunities for sharing of regional services.

Housing

Goal: Mansfield maintains high-quality living conditions throughout the town. Goal 7.3 (Page 7.26). ♦

Objectives:

- Research the feasibility of a housing trust to support affordable owner-occupied low and moderate income housing in Mansfield.
- Create a sense of place that attracts young families to Mansfield.
- Continue the work of the ad hoc Committee on Rental Regulations and Enforcement; improve the Town’s ability to respond to issues related to blighted and nuisance properties. Also review strategies adopted in other jurisdictions to achieve an appropriate balance between owner-occupied and rental housing, particularly in residential neighborhoods.
- Continue to collaborate with UCONN to address quality of life issues in off-campus neighborhoods, including student behavior.

Human Services

Goal: Provide access to high quality human services programs and services for persons of all ages.

Objective:

- Participate in regional collaborations with area human service agencies.

Infrastructure

Goal: Mansfield maintains high-quality public facilities that support town goals. Goal 5.5 (Page 5.46). ♦

Objectives:

- Complete the Town facilities study project.
- Revise the Town's capital plan following completion of the facility studies to ensure all non-educational infrastructure is adequate to meet both short and long term community needs.
- Engage in practices and projects that promote energy efficiency, including but not limited to solar projects.
- Reduce the Town's municipal government carbon footprint in an effort to respond to climate change.
- Improve accessibility and modifications to older Town facilities and parks for persons with disabilities.
- Encourage access to Town government and full transparency through electronic resources.
- Provide capital funding to conduct a recreation master plan.

Open Space and Agriculture

Goal: Preserve and maintain open space and viable working farms. ♦

Objectives:

- Preserve agricultural land through the purchase of development rights.
- Acquire, preserve, and maintain open space.
- Adopt land management plans for Town owned open space.
- Support local food production through programming and available resources.

Public Safety

Goal: Mansfield public safety services: police, fire and EMS- protect life and property through a robust program of education, enforcement and preparedness. Goal 5.3 (Page 5.37). ♦

Objectives:

- Evaluate police service delivery options; initiate and complete study evaluating service delivery options.
- Evaluate Fire Department staffing levels and impact on service delivery and costs.

Town University Relations

Goal: Mansfield collaborates with UCONN to achieve common goals, maximize the local economic benefits of the university's presence and address quality of life issues in off-campus neighborhoods.

Objective:

- Re-establish practice of using Town-University Relations Committee as a working committee, in addition to its information-sharing and reporting role.
- Through the Town-University Relations Committee, review feasibility of establishing annual student enrollment protocol under which the Town would have the opportunity to critically review UCONN's enrollment projections and to provide meaningful

feedback on the impact that significant enrollment changes may have on the Town, from a resource and quality of life perspective

- Through the Town-University Relations Committee, review UCONN student code of conduct to determine if it is adequate to address off-campus conduct, including conduct associated with Greek-affiliated organizations.

Transportation

Goal: Mansfield has a balanced, integrated transportation system that provides residents with viable options in getting from one place to another. Goal 9.1 (Page 9.30). ♦

Objectives:

- Develop an integrated network of sidewalks, bikeways and trails that connect residents with key community facilities and services.
- Improve Town roads to accommodate various modes of transportation.
- Research, and implement when possible, the feasibility of dedicate bicycle lanes on local roads.
- Actively participate in the Windham Region Transit District (WRTD) to improve services being provided in the regional transportation network.
- Coordinate with UCONN on transportation initiatives that take increased demand into consideration.

♦ Denotes link to Mansfield Tomorrow.

Approved by the Mansfield Town Council on XXX, 2016
Added to the Mansfield Town Council Policy Index.

2016-2017 Mansfield Town Council Goals and Objectives - DRAFT

Economic Development

Goal: Mansfield has a growing and diversified economy that helps to maintain the high-quality services desired by residents. Goal 6.3 (Page 6.39). ♦

Objectives:

- Create a “brand” for Mansfield and market the Town.
- Create a business friendly climate; complete the online permitting software and *Permitting Guide* projects.
- Explore the feasibility of allocating resources for a dedicated economic development staff member.
- Leverage UCONN Tech Park for economic development in Mansfield.
- Begin construction on Four Corners Sewer project; focus redevelopment efforts to Four Corners area and other areas identified in the Plan of Conservation and Development.

Education

Goal: Mansfield provides high-quality public education for children and youth. ♦

Objectives:

- Complete the school facilities study project.
- Revise the Town’s capital plan following completion of the facility studies to ensure educational infrastructure is adequate to meet both short and long term community needs.
- Support high quality, affordable early childhood education.

Financial Management

Goal: Responsibly manage available financial resources to maintain quality services that are responsive to community needs. ♦

Objectives:

- Increase tax base (new growth), including completion of Storrs Center, in a responsible manner.
- Increase Fund Balance to a minimum of 10% of the operating budget over a five year period, or sooner if feasible.
- Balance service needs with revenue constraints.
- Continue to explore opportunities for sharing of regional services.

Housing

Goal: Mansfield maintains high-quality living conditions throughout the town. Goal 7.3 (Page 7.26). ♦

Objectives:

- Research the feasibility of a housing trust to support affordable low and moderate income housing in Mansfield.
- Create a sense of place that attracts young families to Mansfield.
- Continue the work of the Ad hoc Committee on Rental Regulations and Enforcement; improve the Town’s ability to respond to issues related to blighted and nuisance properties. Also review strategies adopted in other jurisdictions to achieve an appropriate balance between owner-occupied and rental housing, particularly in residential neighborhoods.
- Continue to collaborate with UCONN to address quality of life issues in off-campus neighborhoods, including student behavior.

Human Services

Goal: Provide access to high quality human services programs and services for persons of all ages.

Objective:

- Participate in regional collaborations with area human service agencies.

Infrastructure

Goal: Mansfield maintains high-quality public facilities that support town goals. Goal 5.5 (Page 5.46). ♦

Objectives:

- Complete the Town facilities study project.
- Revise the Town's capital plan following completion of the facility studies to ensure all non-educational infrastructure is adequate to meet both short and long term community needs.
- Engage in practices and projects that promote energy efficiency, including but not limited to solar projects.
- Reduce the Town's municipal government carbon footprint in an effort to respond to climate change.
- Improve accessibility and modifications to older Town facilities and parks for persons with disabilities.
- Encourage access to Town government and full transparency through electronic resources.
- Provide capital funding to conduct a recreation master plan.

Open Space and Agriculture

Goal: Preserve and maintain open space and viable working farms. ♦

Objectives:

- Preserve agricultural land through the purchase of development rights.
- Acquire, preserve, and maintain open space.
- Adopt land management plans for Town owned open space.
- Support local food production through programming and available resources.

Public Safety

Goal: Mansfield public safety services: police, fire and EMS- protect life and property through a robust program of education, enforcement and preparedness. Goal 5.3 (Page 5.37). ♦

Objectives:

- Evaluate police service delivery options; initiate and complete study evaluating service delivery options.
- Evaluate Fire Department staffing levels and impact on service delivery and costs.

Town University Relations

Goal: Mansfield collaborates with UCONN to achieve common goals, maximize the local economic benefits of the university's presence and address quality of life issues in off-campus neighborhoods.

Objective:

- Re-establish practice of using Town-University Relations Committee as a working committee, in addition to its information-sharing and reporting role.
- Through the Town-University Relations Committee, review feasibility of establishing annual student enrollment protocol under which the Town would have the opportunity to critically review UCONN's enrollment projections and to provide meaningful

feedback on the impact that significant enrollment changes may have on the Town, from a resource and quality of life perspective.

- Through the Town-University Relations Committee, review UCONN student code of conduct to determine if it is adequate to address off-campus conduct, including conduct associated with Greek-affiliated organizations.

Transportation

Goal: Mansfield has a balanced, integrated transportation system that provides residents with viable options in getting from one place to another. Goal 9.1 (Page 9.30). ♦

Objectives:

- Develop an integrated network of sidewalks, bikeways and trails that connect residents with key community facilities and services.
- Improve Town roads to accommodate various modes of transportation.
- Research, and implement when possible, the feasibility of dedicate bicycle lanes on local roads.
- Actively participate in the Windham Region Transit District (WRTD) to improve services being provided in the regional transportation network.
- Coordinate with UCONN on transportation initiatives that take increased demand into consideration.

♦ Denotes link to Mansfield Tomorrow.

Approved by the Mansfield Town Council on XXX, 2016
Added to the Mansfield Town Council Policy Index

MEMORANDUM

Town of Mansfield/Mansfield Public Schools
4 So. Eagleville Rd., Mansfield, CT 06268
860-429-3336 x5



To: Town Council
From: Matt Hart, Town Manager
Cc: M. Capriola, L. Painter
Date: September 20, 2016
Re: Goal Setting; Additional Suggestions re Off-campus Housing

As part of tonight's goal-setting exercise, I have some additional suggested action steps for the Town Council to consider regarding off-campus student housing:

- Ask the Town-University Relations Committee to review the feasibility of establishing an annual student enrollment protocol under which the Town would have the opportunity to critically review UCONN's enrollment projections and to provide meaningful feedback on the impact that significant enrollment changes may have on the Town, from a resource and quality of life perspective
- Ask the Town-University Relations Committee to review the feasibility of amending the student code of conduct to determine if it is adequate to address off-campus conduct, including conduct associated with Greek-affiliated organizations
- Ask the Ad hoc Committee on Rental Regulations and Enforcement to review the fines associated with violations of municipal ordinances, to determine if revisions to those fines are warranted
- Ask the Ad hoc Committee on Rental Regulations and Enforcement to review strategies adopted in other jurisdictions to achieve an appropriate balance between owner-occupied and rental housing, particularly in residential neighborhoods



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant Town Manager; Cynthia van Zelm, Executive Director of the Mansfield Downtown Partnership, Inc.
Date: October 13, 2016
Re: Revision of Town Parking Steering Committee Charge

Subject Matter/Background

On August 10, 2009, the Council approved a charge for the new Town Parking Steering Committee. The Committee's main task was to develop a parking management plan for Storrs Center. The Committee completed this task in in 2012 and the Council approved the Storrs Center Parking Management Plan on February 14, 2012. Since that time, the Parking Steering Committee has prepared annual reports to update the Plan and these reports have been shared with the Council.

Since the Parking Management Plan was approved, the Parking Steering Committee has continued to meet a few times a year to serve as a resource for the Town and Partnership staff on parking issues, and to serve as a sounding board for parking issues that have been conveyed by the public, downtown property owners, and businesses in the downtown.

As with any downtown, efficient and affordable parking is critical. The Parking Steering Committee continues to serve as an important entity to address policy issues related to parking enforcement, demand, supply, and communications.

On July 26, 2016, the Parking Steering Committee met and endorsed the attached proposed revisions to the charge of the Parking Steering Committee to better reflect what it sees as its current mission. The Committee also recommends that the membership of the Parking Steering Committee be changed to include a business owner in the downtown, as many of the comments and suggestions about parking are received from downtown business owners.

Recommendation

The Town Parking Steering Committee recommends that the Town Council approve the revised charge for the Parking Steering Committee.

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

Resolved, to amend the Resolutions to Establish a Parking Steering Committee for Storrs Center, and to Appoint Members of Parking Steering Committee for Storrs Center, as endorsed by the Committee in its draft dated July 26, 2016.

Attachments

- 1) Resolutions to Establish and Issue a Charge to a Parking Steering Committee; and to Appoint Members of Parking Steering Committee for Storrs Center (blackline)
- 2) Resolutions to Establish and Issue a Charge to a Parking Steering Committee; and to Appoint Members of Parking Steering Committee for Storrs Center (clean copy)



Town of Mansfield
TOWN COUNCIL

Resolutions to Establish a Parking Steering Committee
for Storrs Center

August 10, 2009 ~~DRAFT July 28, 2016~~

Formatted: Highlight

Formatted: Highlight

**A. RESOLUTION TO ~~ESTABLISH AND ISSUE CHARGE TO A~~ ESTABLISH AND
ISSUE A CHARGE TO A PARKING STEERING COMMITTEE FOR STORRS
CENTER**

WHEREAS, the ~~Storrs Center downtown project~~ Downtown Storrs incorporates a mix of uses including shops, restaurants, offices, housing, parks, and open space; and

WHEREAS, a variety of parking, including an intermodal facility (parking garage), on-street and surface parking, is needed to accommodate the uses associated with Storrs Center; and

WHEREAS, the Storrs Center Special Design District Master Parking Study was approved by the Mansfield Planning and Zoning Commission as part of the Storrs Center Special Design District on June 18, 2007, which requires that a specific number of parking spaces, by use, be included in the Storrs Center project; and

WHEREAS, it is imperative that parking at Storrs Center be user-friendly, convenient, and affordable; and

WHEREAS, the Town of Mansfield will own the initial intermodal facility and the interior streets in Storrs Center; and

WHEREAS, the Storrs Center project received one of its last major approvals (a permit for improvements to Storrs Road) on June 16, 2009, and the project is continuing to progress toward construction, necessitating the need to move forward on a parking management plan; and

WHEREAS, there are several Town, University of Connecticut, and private surface parking lots immediately adjacent to the Storrs Center project area that will be affected by parking for Storrs Center; and

WHEREAS, the input of adjacent property owners, other interested parties and the Mansfield community is necessary for the development of a parking management plan that meets the goals of Storrs Center; and

C:\Users\BourqueS\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.Outlook\OYSP2TLUK\Resolution-ParkingSteeringCommitteeRevisedJuly_262016.docFF:\Common\Work\DowntownPartnership\StorrsCenterParkingParkingSteeringCommittee\CommitteeChargeandComposition\Resolution-ParkingSteeringCommitteeRevisedJuly2016.docin file-01-mansfield-mansfield.net\town\hall\town-clerk\Resolutions\2009\Resolution-ParkingSteeringCommittee.doc

WHEREAS, a parking management plan, including a parking cooperative agreement between property owners, was approved by the Mansfield Downtown Partnership Board of Directors on January 5, 2012 and the Town Council on February 14, 2012; and

WHEREAS, an advisory Steering Committee would assist the Town and the Mansfield Downtown Partnership in planning for parking in Storrs Center; and

WHEREAS, the Town Council desires to establish created a Steering Committee on August 10, 2009 to assist in the coordination and planning for parking at Storrs Center; and

WHEREAS, the Parking Steering Committee has been meeting regularly since November 2009 to address parking in Storrs Center and the surrounding public and private parking lots; and

WHEREAS, the Parking Steering Committee has produced an annual report on parking since 2014; and

WHEREAS, the majority of parking in Storrs Center has been created; and

WHEREAS, parking continues to be a critical issue for Downtown Storrs;

NOW, THEREFORE BE IT RESOLVED THAT:

A Parking Steering Committee is established for the Storrs Center project and is authorized to perform the following charge:

- Oversee development of a parking management plan for Storrs Center (intermodal facility; surface parking; on-street parking; and adjacent parking areas) including but not limited to an evaluation of parking management strategies; parking operational systems; development of access control and enforcement strategies; evaluation of the cost of operational and enforcement systems; creation of regulatory and wayfinding parking signage; creation of a public communications strategy about parking options;
- Develop an annual report on parking to be shared with the Town Council and the Mansfield Downtown Partnership Board of Directors;
- Facilitate the update of the Cooperative Agreement for Parking Enforcement in and adjacent to the Storrs Center Development (original two year agreement with two year extensions);
- Assist Town of Mansfield staff and the Town Transportation Advisory Committee with public transportation issues;

Formatted: Font: Bold

Formatted: Font: Bold

Formatted: Font: Bold

Formatted: Font: Bold

Formatted: Indent: Left: 0.5", No bullets or numbering

Formatted: Bullets and Numbering

Formatted: Bullets and Numbering

Formatted: List Paragraph, No bullets or numbering

url-file-01:mansfield-mansfield.net\townhall\Town-Alerts\Resolutions\2009\Resolution-Parking-Steering-Committee.doc C:\Users\BourqueS\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.Outlook\OYSP2TUK\Resolution-Parking-Steering-Committee-Reviewed-July-26-2016.doc TA-Common-Work-Downtown-Partnership-Storrs-Center-Parking-Parking-Steering-Committee-Committee-Charge-and-Composition-Resolution-Parking-Steering-Committee-Reviewed-July-2016.doc

- 3.2. Mansfield Downtown Partnership, Inc. Executive Director
- 4. Town's Parking consultant
- 5. One representative from Storrs Center master developer, Leyland Alliance

Formatted: Indent: Left: 0.25", Numbered + Level: 1 + Numbering Style: 1, 2, 3, ... + Start at: 5 + Alignment: Left + Aligned at: 0.5" + Indent at: 0.75"



**Town of Mansfield
TOWN COUNCIL**

**Resolutions to Establish a Parking Steering Committee
for Storrs Center**

DRAFT July 26, 2016

**A. RESOLUTION TO ESTABLISH AND ISSUE A CHARGE TO A PARKING
STEERING COMMITTEE FOR STORRS CENTER**

WHEREAS, Downtown Storrs incorporates a mix of uses including shops, restaurants, offices, housing, parks, and open space; and

WHEREAS, a variety of parking, including an intermodal facility (parking garage), on-street and surface parking, is needed to accommodate the uses associated with Storrs Center; and

WHEREAS, the Storrs Center Special Design District Master Parking Study was approved by the Mansfield Planning and Zoning Commission as part of the Storrs Center Special Design District on June 18, 2007, which requires that a specific number of parking spaces, by use, be included in the Storrs Center project; and

WHEREAS, it is imperative that parking at Storrs Center be user-friendly, convenient, and affordable; and

WHEREAS, the Town of Mansfield owns the initial intermodal facility and the interior streets in Storrs Center; and

WHEREAS, there are several Town, University of Connecticut, and private surface parking lots immediately adjacent to the Storrs Center project area that will be affected by parking for Storrs Center; and

WHEREAS, the input of adjacent property owners, other interested parties and the Mansfield community is necessary for the development of a parking management plan that meets the goals of Storrs Center; and

WHEREAS, a parking management plan, including a parking cooperative agreement between property owners, was approved by the Mansfield Downtown Partnership Board of Directors on January 5, 2012 and the Town Council on February 14, 2012; and

WHEREAS, an advisory Steering Committee would assist the Town and the Mansfield Downtown Partnership in planning for parking in Storrs Center; and

WHEREAS, the Town Council created a Steering Committee on August 10, 2009 to assist in the coordination and planning for parking at Storrs Center; and

WHEREAS, the Parking Steering Committee has been meeting regularly since November 2009 to address parking in Storrs Center and the surrounding public and private parking lots; and

WHEREAS, the Parking Steering Committee has produced an annual report on parking since 2014; and

WHEREAS, the majority of parking in Storrs Center has been created; and

WHEREAS, parking continues to be a critical issue for Downtown Storrs:

NOW, THEREFORE BE IT RESOLVED THAT:

A Parking Steering Committee is established for the Storrs Center project and is authorized to perform the following charge:

- Develop an annual report on parking to be shared with the Town Council and the Mansfield Downtown Partnership Board of Directors;
- Facilitate the update of the Cooperative Agreement for Parking Enforcement in and adjacent to the Storrs Center Development (original two year agreement with two year extensions);
- Assist Town of Mansfield staff and the Town Transportation Advisory Committee with public transportation issues;
- Assist with information sharing about parking amongst adjacent property owners, other interested parties and the Mansfield community;
- Address policy issues related to parking in Downtown Storrs including enforcement, demand, supply, and communications;
- Provide a forum for community questions about parking.

B. RESOLUTION TO APPOINT MEMBERS OF PARKING STEERING COMMITTEE FOR STORRS CENTER

WHEREAS, the Town Council desires to appoint a Parking Steering Committee for Storrs Center:

NOW, THEREFORE, BE IT RESOLVED TO:

Appoint a Storrs Center Parking Steering Committee with the following members:

C:\Users\BourqueS\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.Outlook\QYSP2TUK\Resolution-ParkingSteeringCommitteeRevisedJuly2016ClnCopy.docFA-Common-WorldDowntown-Partnership\Storrs-Center-Parking\Parking-Steering-Committee\Committee-Charge-and-Composition\Resolution-ParkingSteeringCommitteeRevisedJuly2016ClnCopy.doc

1. One representative from Regional School District #19
2. One representative from the University of Connecticut
3. One representative from the Mansfield Downtown Partnership, Inc.
4. Two Mansfield citizens including at least one adjacent private property owner
5. One Storrs Center development business owner
6. One representative from Storrs Center master developer, LeylandAlliance

Staff and Ex-officio members:

1. Town of Mansfield Public Works Director
2. Mansfield Downtown Partnership, Inc. Executive Director

PAGE
BREAK



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager
CC: Maria Capriola, Assistant Town Manager
Date: October 13, 2016
Re: Veterans Day Ceremonial Presentation Planning Subcommittee

Subject Matter/Background

Per Council's request, staff has placed this item on the agenda so the Town Council may appoint members to the planning subcommittee for the Veteran's Day ceremonial presentation.

PAGE
BREAK

TOWN OF MANSFIELD
TOWN CLERK

Item #5



MARY STANTON, TOWN CLERK

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

September 27, 2016

Ms. Rebecca Shafer
45 Echo Road
Mansfield, CT 06250

Becki
Dear Ms. Shafer,

At their September 26, 2016 meeting the Mansfield Town Council appointed you to serve as a member of the Town-University Relations Committee for a term ending March 13, 2018.

The Council thanks you for your willingness to serve and trusts that you will find the work rewarding.

Sincerely,

Mary Stanton
Mansfield Town Clerk

Cc: Matthew W. Hart, Town Manager

PAGE
BREAK



TOWN OF MANSFIELD

DEPARTMENT OF PLANNING AND DEVELOPMENT

Item #6

Date: October 5, 2016

To: Mansfield Town Council; Mansfield Planning and Zoning Commission; Conservation Commission

From: Linda M. Painter, AICP, Director

Subject: Central Corridor Water Utility Coordinating Committee: Preliminary Water Supply Assessment

Earlier this year, the CT Department of Public Health (DPH) convened three Water Utility Coordinating Committees (WUCCs) for different regions of the state based on Council of Government boundaries. Mansfield is a part of the Central Region WUCC, and has been represented at the meetings by the Capitol Region Council of Governments (CRCOG). As described on the attached fact sheet, each WUCC is "charged with completing a planning document for public drinking water supply for their management area. The document development has several elements: a Water Supply Assessment, Exclusive Service Area Boundary delineations, an Integrated Report, and an Executive Summary. The three planning documents will also be compiled into a single, statewide water supply planning document."

The first of these documents, the Preliminary Water Supply Assessment, has been completed for the Central Region and is available for review at

http://www.ct.gov/dph/lib/dph/drinking_water/pdf/central_wucc_preliminary_wsa.pdf. The public comment period closes on Monday, October 24, 2016. The WUCC will discuss comments received at their meeting on October 25, 2016.

Staff is reviewing the Preliminary Water Supply Assessment and will be preparing comments for the Town Manager to submit on behalf of the Town. If you have any questions or comments regarding the Preliminary Water Supply Assessment, please email them to me at painterlm@mansfieldct.org.

Additional information on the WUCC planning process is available at

<http://www.ct.gov/dph/cwp/view.asp?a=3139&q=387352>.

Water Utility Coordinating Committees

What is a WUCC?

'WUCC' is an acronym for 'Water Utility Coordinating Committee'. WUCCs were created by statute in 1985 (Public Act 85-535, "An Act Concerning a Connecticut Plan for Public Water Supply Coordination"). They are intended to "maximize efficient and effective development of the state's public water supply systems and to promote public health, safety and welfare." WUCC members are public water systems and Councils of Government. WUCCs are split into management areas. There are three WUCCs in Connecticut: Western, Central Corridor, and Eastern.

What does a WUCC do?

WUCCs are initially charged with completing a planning document for public drinking water supply for their management area. The document development has several elements: a Water Supply Assessment, Exclusive Service Area Boundary delineations, an Integrated Report, and an Executive Summary. The three planning documents will also be compiled into a single, statewide water supply planning document.

Does a WUCC end when this document is done?

No. WUCCs will continue to exist and meet regularly after the plan is completed. The WUCCs are an important long-term and short-term planning tool. Responsibilities will include: future water supply needs, potential conflicts over future sources, competition for service areas, areas of growth where public water is currently not available, changing status of individual water systems, economic impacts on demographics, and environmental impacts on our drinking water supplies.

How do WUCCs protect public health?

The WUCCs will work to protect Connecticut's most important natural resource, our public drinking water sources, and simultaneously ensure that a safe and adequate water supply is provided to areas that need it. A critical planning component of the WUCCs will be to ensure that the land around present and future water supplies is protected (RCSA Sec. 25-33h-1(d)(C)(ii)).

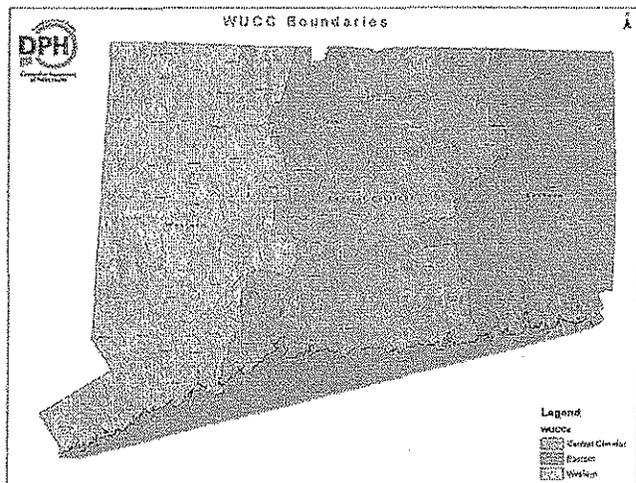
How do I know if I am a member?

If you represent a public water system of any classification or if you have been designated by a Council of Government, you are a member of a WUCC. Where your service area, water supply source, or Council of Government is located will determine which WUCC(s) you are a member of.

Can I get involved if I am not a member?

Yes. WUCC meetings are public meetings and anyone is free to attend. You will be given an opportunity to speak (at a designated time and duration) if you wish.

If you need additional information, please go to www.ct.gov/dph/wucc. To the right is a map of the three WUCC management areas:



Water Utility Coordinating Committee



TOWN OF MANSFIELD

DEPARTMENT OF PLANNING AND DEVELOPMENT

Item #7

Date: October 5, 2016

To: Mansfield Town Council; Mansfield Planning and Zoning Commission; Sustainability Committee; Transportation Advisory Committee

From: Linda M. Painter, AICP, Director

Subject: U.S. EPA Building Blocks for Sustainable Communities
Technical Assistance Workshop Opportunity

The U.S. Environmental Protection Agency's Building Blocks for Sustainable Communities program is sponsoring a series of free technical assistance workshops for local communities on a variety of topics related to smart growth and sustainable development. The technical assistance workshops are offered directly by the EPA. The deadline for submitting letters of interest is October 12, 2016.

After reviewing the detailed descriptions of the various technical assistance tools available, staff has identified the following tool as the best candidate for Mansfield based on how the workshop would support and supplement the goals and strategies identified in the Mansfield Tomorrow Plan as well as new stormwater management requirements adopted by the State of Connecticut as part of the MS-4 permit process:

Tool 5: Green and Complete Streets. "A green and complete street incorporates green infrastructure to manage stormwater while making the street more aesthetically appealing and safe for all users, including pedestrians, bicyclists, and drivers. This tool will help communities develop strategies for greening their streets based on national models and case studies."

The attached information sheet provides more detail on the potential benefits to the community and the area of focus. The technical assistance would include a 1-2 day program, including a morning work session with local government officials and key stakeholders, a tour of existing green infrastructure installations, an afternoon meeting with local government leaders and an evening public workshop.

If selected, we would be required to provide:

- o A local contact person;
- o Decision maker's commitment to attend the workshop;
- o Self-assessment and background information on current and planned sustainability initiatives;
- o Local logistics, including organization of workshop and tour;
- o Marketing of the public workshop;
- o Invitations to key stakeholders to attend work sessions; and
- o Attendance of key officials and local government staff

A copy of the formal letter of interest and letter of support from the Town Manager will be provided to you upon completion.

TOOL 5: GREEN AND COMPLETE STREETS

A green and complete street incorporates green infrastructure to manage stormwater while making the street more aesthetically appealing and safer for all users, including pedestrians, bicyclists, and drivers. This tool will help communities develop strategies for greening their streets based on national models and case studies.

Community Benefits

This tool will showcase a range of national best practices for incorporating a green and complete streets strategy for public areas in the street right-of-way. Communities will learn about green infrastructure elements such as street trees, rain gardens, and permeable paving. Communities will also learn how to develop interdepartmental cooperation, maintenance strategies, and funding mechanisms to implement and maintain green streets. These actions could result in reduced pollution, reduced flooding, increased green space, improved air quality, and reduced demand on a community's sewer collection system. Beyond the environmental benefits, green and complete streets strategies can also make the streets more pleasant for pedestrians and bicyclists while still accommodating automobiles.

Areas of Focus

The focus of this assistance will be an assessment of the existing conditions for four to six street locations in the community. Assistance will include options for incorporating a variety of green and complete street concepts and ideas into local practice and setting the policy and organizational framework to effectively implement green and complete street concepts. See EPA's webpage [Green Streets](#) webpage for more information.

Who Should Attend:

- / Elected officials.
- / City/county staff, including public works and transportation staff.
- / Community and neighborhood leaders.
- / Other stakeholders.

How It Works:

- / One- to two-day assistance includes a morning work session with local government officials and other key stakeholders, a tour of existing green infrastructure installations, an afternoon meeting with local government leaders, and an evening public workshop.

What the Community Provides:

- / Local key contact.
- / Decision-makers' commitment to attend the workshop.
- / Self-assessment and background information on current and planned sustainability initiatives.
- / Local logistics, including organization of workshop and tour.
- / Marketing of public workshop.
- / Invitations to key stakeholders to attend work sessions.
- / Attendance of key officials and local government staff.

Outcomes:

- / An understanding of the relationship between smart growth and green and complete streets.
- / An understanding of how green and complete streets help a community meet its environmental goals.
- / Identification of barriers to green and complete streets and how to address them.
- / A framework to guide the creation of a long-term green and complete streets strategy.

September 29, 2016

Mr. Matthew Hart
Town Manager
Mansfield Town Hall
4 South Eagleville Road
Mansfield, CT 06268

Re: North Eagleville Road Improvement

Dear Mr. Hart:

In May, 2017, the University is scheduled to commence an improvement project for North Eagleville Road in Storrs, Connecticut, on which your property fronts. This project is presently in the design stage, and the University would like to show you the plans developed so far.

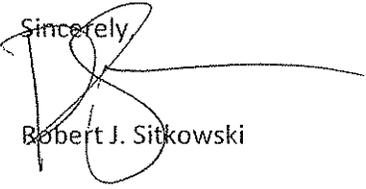
We hope that you or a representative of your organization can join us at an evening informational session on **Wednesday, October 19, 2016** on the University's Storrs campus. This session should take no more than 90 minutes.

Please respond to Jessica Paquette at jessica.paquette@uconn.edu by **October 6, 2016**, indicating your ability to attend. Please also provide a local contact person's e-mail address and telephone number so we can stay in touch. Once we hear from everyone, we will notify you or your local contact person via e-mail with specifics about the time and place of the session.

In the meantime, please phone me at 860-486-3396 if you have any questions.

We are looking forward to the opportunity to show you our exciting plans.

Sincerely,



Robert J. Sitkowski

PAGE
BREAK



Mansfield Downtown Partnership
Helping to Build Mansfield's Future

Item #9



September 27, 2016

Matthew Hart
Town of Mansfield
4 S. Eagleville Road
Mansfield, CT 06268

Dear Matthew: *Matt*

On behalf of the Mansfield Downtown Partnership, we would like to thank you for your assistance in preparing for the 13th Annual Celebrate Mansfield Festival. Your support made our event both possible and successful.

This year's event was our largest to date! It was gratifying to see so many community members celebrating our town together and enjoying a variety of hands-on crafts, games, and activities, delicious food from Mansfield restaurants, and great performances by the E. O. Smith High School Band, UConn Marching Band, Kidsville Kuckoo Revue, Air Traffic Controller, and Bronze Radio Return.

Thank you once again for your involvement in producing a wonderful Celebrate Mansfield Festival. We hope to see you downtown!

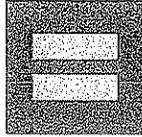
Sincerely,

Cynthia van Zelm
Cynthia van Zelm
Executive Director

Kathleen M. Paterson
Kathleen M. Paterson
Communications and Special Projects Manager

Thank you Matt!

PAGE
BREAK



HUMAN
RIGHTS
CAMPAIGN®

Office of City Manager Hart
4 South Eagleville Road
Mansfield, CT 06268

September 22, 2016

Dear City Manager Hart,

Enclosed, please find your city's final scorecard for the 2016 Municipal Equality Index (MEI). As you know from our previous correspondence, the 2016 MEI is a nationwide evaluation of 506 cities on how inclusive cities' laws, policies, and services are of lesbian, gay, bisexual, transgender and queer (LGBTQ) people. **The window to submit revisions to the 2016 scorecards is now closed.**

As a reminder, **we ask that you keep this scorecard strictly confidential.** Although we are providing you with a copy of your final scorecard, scores are not official and are thus subject to change before the MEI is published and released in mid-October. We believe that communicating fully and honestly with the cities being rated is a critical part of the project's success, and when cities compromise the confidence of the project, they do so at the expense of the other cities being rated.

Thank you for your participation in this project. The 2016 MEI will be released in mid-October and we will make scorecards public at that time. Please feel free to contact us at mei@hrc.org with any questions.

We look forward to working with you again in 2017!

Sincerely,
Cathryn Oakley
Senior Legislative Counsel



2016 MEI Scorecard - Storrs, Connecticut

	Max Pts.	State		County		Municipal		Earned Pts.			
		SO	GI	SO	GI	SO	GI				
Part I: Non-Discrimination Law											
A. Employment	10	5/5	5	5	5/5	0	0	5/5	0	0	10
B. Housing	10	5/5	5	5	5/5	0	0	5/5	0	0	10
C. Public Accommodations	10	5/5	5	5	5/5	0	0	5/5	0	0	10
	30	Part I. Standard Points									30

Part II: Municipality As Employer		SO	GI	SO	GI	Earned Pts.
Non-Discrimination Policy for City Employees						
A. Non-Discrimination in City Employment	12	6/6	0	0	6/6	6
Benefits for City Employees						
B. Trans-Inclusive Health Benefits	6	6	0	0	6	0
Contractor Policies						
C. City Contractor Non-Discrimination Ordinance	6	3/3	0	0	3/3	0
BONUS: Inclusive Workplace	2	2	0	0	2	0
	24	Part II. Standard Points				6
	2	Part II. Bonus Points				0

Part III: Municipal Services		SO	GI	SO	GI	SO	GI	Earned Pts.
A. Human Rights Commission	5	5	0	0	5	0	0	0
B. LGBT Liaison to City Executives	5	5	0	0	5	0	0	0
Schools								
C. Anti-Bullying Policies	6	3/3	3	3	3/3	0	0	3
BONUS: Enforcement of HRC	2	2	0	0	2	0	0	0
BONUS: City provides services to LGBT youth	2	2	0	0	2	0	0	0
BONUS: City provides services to LGBT homeless	2	2	0	0	2	0	0	0
BONUS: City provides services to LGBT elderly	2	2	0	0	2	0	0	0
BONUS: City provides services to HIV/AIDS pop.	2	2	0	0	2	0	0	0
BONUS: City provides services to transgender pop.	2	2	0	0	2	0	0	0
	16	Part III. Standard Points				6		
	12	Part III. Bonus Points				0		

Part IV: Law Enforcement		SO	GI	SO	GI	Earned Pts.
A. LGBT Liaison/Task Force in Police Dept	10	10	0	0	10	0
B. Hate Crimes Reporting (2014)	12	12	0	0	12	12
	22	Part IV. Standard Points				12

Part V: Leadership on LGBT Equality		SO	GI	SO	GI	Earned Pts.
A. Leadership's Public Position on Equality	0-5	0-5	0	0	0-5	0
B. Recent Pro-Equality Legislative Efforts	0-3	0-3	0	0	0-3	0
BONUS: Openly LGBT Elected or Appointed Leaders	2	2	0	0	2	0
BONUS: City Tests Limits of Restrictive State Law	4	4	0	0	4	0
	8	Part V. Standard Points				0
	6	Part V. Bonus Points				0

Key
SO = Sexual Orientation
GI = Gender Identity

Standard Points Total	54
Bonus Points Total	0
Total Raw Score	54
Final Score	54





845 Brook Street, Rocky Hill, CT 06067
T 860.563.0015
ctgreenbank.com

September 19, 2016

Item # 11

Dear Clean Energy Leader

It is with mixed emotions that we announce that, after more than a decade, Connecticut Green Bank has decided to bring its support of the Clean Energy Communities program to a close. The award-winning program will continue; however, it will now focus exclusively on energy efficiency and will be administered solely by our partners, Eversource Energy and United Illuminating.

Together with your leadership and the unwavering support of many dedicated volunteers in your community, we have accelerated the growth of green energy which has contributed to a better quality of life, a better environment, a better economy with more jobs and a better future for Connecticut. Nevertheless, due to severe budget constraints and the need to focus on core programs and financing products, we have made a difficult decision to retire the renewable track of the program.

Rewards - The Green Bank will honor all rewards earned by towns on the renewable track as of November 30, 2015, the date upon which all new points were suspended. As described in greater detail in the enclosed Rewards Guide, each reward is valued at \$4,500 and may be used for any project related to energy efficiency, renewable energy or alternative fuel vehicles. In particular, we encourage towns to consider using their reward money to adopt permitting improvements, such as on-line permitting, which can make the permitting process more efficient, reduce staff time and lower costs for homeowners and businesses that make green energy upgrades.

Next Steps – According to program records, Mansfield has earned 1 new reward worth \$4,500 which is in addition to the \$3,550 remaining under a Memorandum of Understanding (MOU) between the Green Bank and the town. Previously, the town received \$75,359 in rewards with which it installed two solar PV systems at E.O. Smith Regional High School and energy efficient heating and cooling systems at one or more town facilities. Your municipality should request approval from the Green Bank to redeem its new reward for one or more projects (or add it on to the existing projects). We will then prepare a new MOU or modify the existing one. You may submit a request for reimbursement accompanied by written documentation (such as a scope of work, invoice or contract) upon the commencement of the projects. **Please note that all reimbursement requests for your projects must be submitted by no later than December 31, 2016.**

We sincerely thank you for the support that you and your community have given to the Green Bank and its predecessors, the Connecticut Clean Energy Fund and the Clean Energy Finance and Investment Authority ("CEFIA"), over the years. Moreover, we hope that your residents, businesses and non-profit



Clean Energy Communities Rewards Guide

Congratulations!

Your community took the pledge to reduce energy use and voluntarily support renewable energy. By doing so you've earned rewards points that can be used to complete projects to help achieve your goals.

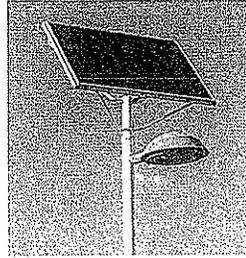
The Connecticut Green Bank wants to help you take action.

Redeeming Clean Energy Community rewards to implement local projects is easy. First, identify what you want to do. Nearly any initiative relating to green energy may be eligible including renewable energy, energy efficiency, alternative fuels or permitting improvements. The possibilities are limitless!

Connecticut Green Bank encourages communities to be creative in thinking about potential projects that can be supported through the rewards program. Each reward is equal to \$4,500 and can be redeemed to pay for a wide range of items. This guide offers many ideas to help you think about the possibilities. Simply suggest an energy-related project and, once approved, the Connecticut Green Bank will help you get started. **Please note that all reimbursement requests must be submitted to Connecticut Green Bank by no later than December 31, 2016.**

Shine On with Solar Power

Renewable Energy projects include any initiative that generates electricity from or is powered by renewable resources. Clean Energy Communities across Connecticut are cashing in rewards to support for projects from solar powered trash compactors to solar PV systems.



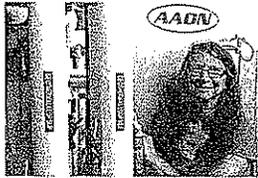
Reward Options

- Solar PV System
- Solar Powered Parking Meters
- Solar Powered Flagpole and Spotlight
- Solar Power Trash Compactor
- Solar Powered Park Lamp Posts
- Solar USB Charging Station

The **Clean Energy Communities** program is an initiative from Energize Connecticut to incentivize Connecticut cities and towns to support energy efficiency and renewable energy. The program is administered jointly by the Connecticut Green Bank, Eversource Energy and the United Illuminating Company.

For more information, visit www.EnergizeCT.com/communities

Waste Not, Want Not



Energy Efficiency projects include any initiative that helps to reduce energy use without sacrificing service or functionality. Everything from energy audits to geothermal systems could qualify. Use your imagination and claim your rewards.

Reward Options

- LED Lighting
- Water Heaters
- Insulation
- Energy Management System
- High Efficiency Heating & Cooling (Furnace, Boiler, Heat Pump – Air or Ground Source)



Move Forward with EV

Alternative Fuel Vehicles are gaining traction and EV Charging Stations are putting communities on the map as destinations. Towns also can receive State incentives for EV charging stations and electric vehicles.

Reward Options

- EV Charging Station
- Electric Vehicle



Take the Next Step

There are endless possibilities for communities to redeem Clean Energy Rewards. Contact Connecticut Green Bank today with your project ideas! Call 860-257-2354 or email communities@ctgreenbank.com

© 2016 CT Green Bank
All Rights Reserved.

845 Brook Street
Rocky Hill, CT 06067

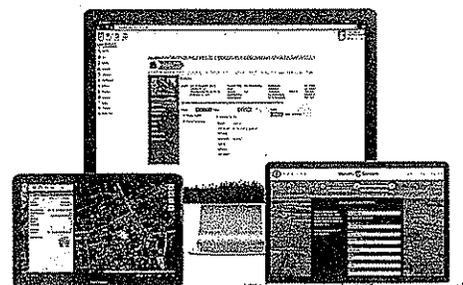


Save Time, Go Online

Solar Permitting Improvements can save time and money for municipal officials, contractors and, ultimately, local customers. For more resources on solar permitting improvements, please visit: www.energizect.com/your-town/solutions-list/sun-rise-new-england.

Reward Options

- Online permitting software software
- Web site upgrades
- Enhanced functionality of existing software



PAGE
BREAK