1. **CALL TO ORDER**
   Mayor Moran called the regular meeting of the Mansfield Town Council to order at 7:01 p.m. on Zoom.

2. **ROLL CALL**
   Present: Ausburger, Berthelot, Coleman, Fratoni, Kochenburger, Moran, Schurin, Shaiken
   Excused: Bruder

3. **OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE COUNCIL**
   None.

4. **REPORT OF THE TOWN MANAGER**
   Town Manager Ryan Aylesworth presented and discussed his written report. The report is available online at [www.MansfieldCT.gov](http://www.MansfieldCT.gov) and is on file with the Town Clerk. In response to councilor questions and comments, Mr. Aylesworth stated he would review options for how to reach all non-profits eligible for the Town’s grants to area agencies to notify them that grant applications are now available.

5. **REPORTS AND COMMENTS OF COUNCIL MEMBERS**
   Mr. Coleman reported that he would like the Council’s minutes to include the details of discussions and deliberations regarding motions.

   Mr. Coleman **moved** and Mr. Ausburger seconded that we follow the rules and the procedures in accordance to the minutes of the Rules and Procedures of the town.

   Mr. Schurin stated that Mr. Coleman was referring to Rule 2(h). In response to a request from Mayor Moran to clarify the motion, Mr. Coleman stated he would like all deliberations and debate that lead to action to be included in the minutes and it does not have to be verbatim.

   Mr. Schurin stated that we have something in the Rules of Procedure and we should give it due deference, that the Rules should clarify what we want is a concise explanation of the basis of discussion and action, and he is concerned that we are putting a burden onto staff to determine what goes into the minutes and what does not. He would like the motion to be carefully considered and the request to be outlined more clearly.
Mr. Shaiken stated he agrees that the motion needs to be carefully considered and that in the past, short summaries of discussion in the minutes have led to disputes about the characterization of remarks. He does not believe the minutes should include a summary of the points that were raised, there is a recording of the meeting for those who want more detail, the minutes could include a summary according to Robert’s Rules which would include a list of which Councilors discussed an item and that would be in line with minutes for official government use. He asked his colleagues to oppose the motion.

Mr. Coleman withdrew his motion and asked for the issue to be sent to the Personnel Committee for review. Mr. Ausburger withdrew his second.

6. CONSENT AGENDA
   A. Approval of Minutes
   B. Appointments to Town Committees
   C. FY 2022-2023 Budget Review Calendar
   D. Proposed FY 2021/2022 Salary Budget Transfers

Mr. Schurin moved and Mr. Kochenburger seconded to approve the consent agenda. Motion passed unanimously.

Motions adopted by consent:

- To approve the January 10, 2022 regular meeting minutes
- Move, effective January 24, 2022, to reappoint Gail Bruhn and David Spencer to the Historic District Commission for terms ending 1/1/2026; reappoint Donald Field and Edward Baxter to the Recreation Advisory Committee for terms ending 8/1/2024; and reappoint Alex Bernier, Herman Gupta, and Michael Taylor to the Transportation Advisory Committee for terms ending 11/30/2024.
- Move, to adopt the Proposed Budget Review Calendar for FY 2022/2023 as presented by staff.
- Move, effective January 24, 2022, to approve the Salary Budget Transfers for FY 2021/22, as presented by the Director of Finance in her correspondence dated January 19, 2022.

7. OLD BUSINESS
   A. COVID 19 Update (Item #7B, 01.10.22 Agenda)

Robert L. Miller, Director of Health, Eastern Highland Health District (EHHD), provided the Council with an update on COVID-19 in Mansfield including information about local case trends and vaccination rates. EHHD is overwhelmed with contact tracing and focusing on youth sports, daycares and schools. In response to Councilor questions, Mr. Miller reported that he is watching UConn’s numbers closely, Omicron is very contagious and is driving the surge, in-person meetings are not recommended since the number of infections are currently still higher than has been seen in this entire pandemic, and none of the masks that Mansfield received for distribution were recalled.
B. Appointment of Council Representative to Advisory Committees (Item #3F, 11.08.21 Agenda)
Mr. Shaiken moved and Ms. Berthelot seconded to nominate Mr. Coleman and Mr. Schurin to the Mansfield Downtown Partnership Board of Directors. Motion passed unanimously.
Mr. Ausburger moved and Mr. Shaiken seconded to relieve Mr. Shaiken of his responsibility and appoint Mr. Coleman in his place on the Economic Development Commission. Motion passed unanimously.
Mr. Coleman moved and Mr. Fratoni seconded to appoint Mr. Ausburger to the Sustainability Committee. Motion passed unanimously.
Mr. Shaiken moved and Mr. Ausburger seconded to appoint Mr. Coleman to the Town-University Relations Committee. Motion passed unanimously.
Mr. Shaiken moved and Mr. Kochenburger seconded to appoint the Mayor and the Town Manager to the Capitol Region Council of Governments. Motion passed unanimously.

C. Regional Youth Diversion Programming (Item #8B, 09.27.21 Agenda)
Mr. Aylesworth provided a brief background. Pat Schneider, Director of Human Services, and Katie Bell, Youth Services Supervisor, explained the memorandum of agreement and answered Councilor questions regarding the creation, membership and authority of the Juvenile Review Board. Additional documents responsive to these questions will be furnished to the Council.

Ms. Berthelot moved and Mr. Coleman seconded, effective January 24, 2022, to authorize the Town Manager, in accordance with the agreement as attached, to enter into a Memorandum of Agreement between the Towns of Mansfield, Willington and Ashford to formally authorize the establishment of the Mansfield-Willington-Ashford Restorative Diversion Team that is supported by the Youth Services program staff of the three member towns. Motion passed unanimously.

8. NEW BUSINESS
A. Proposed Solar Field at Town Landfill
Mr. Aylesworth introduced Adam Teff, General Manager from Titan Energy. Mr. Teff gave a presentation and answered Councilor questions regarding the proposed solar project at the town landfill including bid responses, project design and value analysis.

Mr. Shaiken moved and Ms. Berthelot seconded, effective January 24, 2022, to authorize the Town Manager to enter into a 20-year lease agreement with VCP Realty, d/b/a Verogy, substantially consistent with the terms of the lease presented to the Council, relative to the construction and operation of a roughly 2.4 MW solar field to be physically located at the Town landfill in accordance with the terms of the lease agreement as attached.

Mr. Shaiken noted that the Town endeavors to become a net zero town by 2030 and this project will basically negate the town’s entire electricity usage.

Motion passed unanimously.
B. Staffing for Adequate Fire and Emergency Response (SAFER) Grant Application
Fire Chief Fred Mitchell and Captain Uri Lavitt presented regarding the need for grant funds to manage the staffing shortage and improve emergency response times and safety. In response to questions about mutual aid, Chief Mitchell responded that we receive a fair amount of mutual aid from UConn and also provide it in return.

Mr. Ausburger moved and Ms. Berthelot seconded, effective January 24, 2022, to authorize the Town Manager to submit a grant funding application under the Federal Emergency Management Agency (FEMA) Staffing for Adequate Fire and Emergency Response (SAFER) grant program. Motion passed unanimously.

C. Department of Parks and Recreation Update
The Council tabled this item by consensus.

9. REPORTS OF COUNCIL COMMITTEES
Mr. Schurin reported that the Personnel Committee met prior to the Council meeting and discussed COVID issues and the Rules of Procedure.

Mr. Schurin, by recommendation of the Personnel Committee, moved in order to conform to existing practice, to delete language that says on rule 3(f) “Recurring Old Business items shall have an end date to be determined by the Council.” Motion passed unanimously.

Mr. Kochenburger reported that Finance Committee discussed the solar project proposal, budget and salary transfers, the need to extend the auditor contract, and strategies for improving membership at the Community Center.

Mr. Schurin, by recommendation of the Personnel Committee, moved to change the name of the Personnel Committee to the Personnel and Procedures Committee.

Mr. Schurin withdrew the motion in light of Council’s uncertainty as to whether or not the name change required action in the Charter or Code of Ordinances.

Ms. Berthelot reported that the Committee on Committees heard from the Board of Ethics with their opinion regarding a possible or perceived conflict of interest for someone serving on the Affordable Housing Committee who is also associated with an organization that may receive funding from the affordable housing trust. Attorney Deneen will attend the next Committee on Committees meeting to discuss.

10. DEPARTMENTAL AND ADVISORY COMMITTEE REPORTS
None.
11. PETITIONS, REQUESTS AND COMMUNICATIONS
B. P. Ramsey (12.20.21)
C. MBOE Newsletter (January 2022 - SE)
D. S. Salorio (01.10.22)
E. S. Ferrigno, Chair Mansfield EDC, letter re: Haven Proposal (01.11.22)
F. E. Mantzaris, Chair Mansfield YSAB, letter re: Service Improvement Request for FY 22-23 Budget (01.11.22)

12. FUTURE AGENDAS
   None.

13. ADJOURNMENT
   Mr. Shaiken moved and Mr. Kochenburger seconded to adjourn the meeting at 10:40 p.m. The motion passed unanimously.

Antonia Moran, Mayor                     Sara-Ann Chaine, Town Clerk