

SPECIAL MEETING AGENDA

In accordance with PA 22-3, this meeting will be a hybrid meeting. The public may view the meeting live at <https://mansfieldct.gov/video>. Additionally, a video of the meeting will be available on **YouTube** at "**MANSFIELD CONNECTICUT STREAMING CHANNEL**" within seven (7) days after the meeting.

Residents who attend in person can speak during the "Opportunity for the Public to Address Council" portion of the meeting. Public Comment from those viewing the meeting remotely will be accepted by email at TownMngr@mansfieldct.org or by USPS mail at 4 South Eagleville Road, Mansfield CT 06268 and must be received prior to the meeting (public comment received after the meeting will be shared at the next meeting). Additionally, public comment can be phoned in live. Please email TownMngr@mansfieldct.org or call 860.429.3336 ext. 5 by 4:00 PM on the day of the meeting to receive instructions for how to view, listen, or comment live.

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **OPPORTUNITY FOR PUBLIC TO ADDRESS COUNCIL**
4. **REPORT OF THE TOWN MANAGER**
5. **REPORTS AND COMMENTS OF COUNCIL MEMBERS**
6. **CONSENT AGENDA**
 - A. **Approval of Minutes** 3 - 5
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 - B. **Appointments to Town Committees** 6
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 - C. **Neglected Cemetery Grant Application** 7 - 12
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 - D. **Financial Statements Dated December 31, 2022** 13 - 79
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7. **OLD BUSINESS**
8. **NEW BUSINESS**

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D.	Mansfield Parks and Recreation Annual Update AIS - Mansfield Parks and Recreation Annual Update	117
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9. REPORTS OF COUNCIL COMMITTEES		
10. DEPARTMENTAL AND ADVISORY COMMITTEE REPORTS		
11. PETITIONS, REQUESTS AND COMMUNICATIONS		
A.	Downtown Storrs Parking Garage Financial Report (December 2022) Downtown Storrs Parking Garage Financial Report (December 2022)	121 - 126
B.	EHHD COVID-19 Reports (01.20.23, 01.27.23, 02.03.23 and 02.09.23) EHHD COVID-19 Report 01.20.23 EHHD COVID-19 Report 01.27.23 EHHD COVID-19 Report 02.03.23 EHHD COVID-19 Report 02.09.23	127 - 134
C.	Town Manager's Office Newsletter Town of Mansfield e-Newsletter February 2023 Press Release - Parks and Rec Focus Group 02.15.23 Press Release - Taste 2 Town 02.09.23	135 - 172
12. FUTURE AGENDAS		
13. ADJOURNMENT		

MINUTES

1. CALL TO ORDER

Mayor Moran called the regular meeting of the Mansfield Town Council to order at 7:45 p.m.* in the Council Chamber of the Audrey P. Beck Municipal Building.

**late start due to technical issues*

2. ROLL CALL

Present: Bruder, Moran

Virtual: Ausburger, Berthelot, Coleman, Cotton, Fratoni, Schurin, Shaiken

3. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE COUNCIL

Elizabeth Sparks and John Bova, Cedar Swamp Road, urged the Council to stop the development of additional student housing and retail space in town and focus instead on affordable housing. They also noted that the design of new architecture is not environmentally friendly and is indistinguishable from other new structures throughout the state

The Council took a brief recess to relocate in-person participants to Conference Room B due to ongoing technical issues.

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 and is on file with the Town Clerk. In response to a question from Mr. Coleman, Mr. Aylesworth confirmed that the school building project must meet all the same standards as any other project in order to receive a Certificate of Occupancy.

In response to a question from Mr. Coleman, Allen Corson, Director of Facilities, explained how an HVAC shaft broke at the middle school.

5. REPORTS AND COMMENTS OF COUNCIL MEMBERS

None.

6. CONSENT AGENDA

A. Registrar of Voters Compensation for 2023-2024

Mr. Coleman requested the minutes be pulled from the consent agenda.

Mr. Bruder **moved** and Mr. Shaiken seconded to approve the consent agenda. Motion **passed** with all in favor.

Motion passed by consent:

- Effective January 1, 2023 to endorse an increase by 2.75% to the hourly rate of pay for the Registrars of Voters and Deputy Registrars of Voters for the 2023 – 2024 term. This

would set the Registrars' compensation at \$24.27 per hour and the Deputy Registrars' compensation at \$18.21 per hour.

Approval of Minutes

Mr. Coleman asked that the minutes be amended to replace the statement "Mr. Coleman expressed his opinion that the RFP process should include the disclosure of any pending litigation" in item 7B with:

After citing a lawsuit involving the city of Bristol versus TSKP Studio for a failed geothermal installation at the Green Hills School in Bristol, Mr. Coleman expressed his opinion that the RFP process should include the disclosure of any pending litigation.

Mr. Shaiken **moved** and Mr. Bruder seconded to accept the proposed amendment. Motion **passed** unanimously.

Mr. Shaiken **moved** and Mr. Bruder seconded to accept the January 9, 2023 minutes as amended. Motion **passed** unanimously.

7. OLD BUSINESS

A. Town Council FY 2023/2024 Goals and Objectives (Item #8A, 12-12-22 Agenda)

Mr. Aylesworth introduced and presented the Council's draft goals based on the input received during the Council's recent goal-setting session. Ms. Berthelot expressed a desire for a proactive approach to preventing housing disrepair and requested "efficient and cost effective" be removed from the Human Services section as it is expected that all departments operate in that manner, not only Human Services. Ms. Berthelot and Mr. Ausburger inquired about the priority level of open space purchases. Mr. Coleman would like to see UConn more supportive of affordable housing for students who need it. An updated version of the draft goals will be presented to the Council at a future meeting.

8. NEW BUSINESS

A. Human Rights Commission Update

To be discussed at a future meeting.

9. REPORTS OF COUNCIL COMMITTEES

Mr. Bruder reported that the Committee on Committees discussed several committee charges and will be working on revisions. The goal is to have all charges updated, formatted similarly and readily available to the public.

Mr. Schurin reported that the Personnel Committee approved the Registrars of Voters' increase, heard about proposed organizational updates, discussed a 360 evaluation for the Town Manager this year, held a preliminary discussion about how the four-day work week is going and discussed the Personnel Committee charge.

10. DEPARTMENTAL AND ADVISORY COMMITTEE REPORTS

None.

11. PETITIONS, REQUESTS AND COMMUNICATIONS

A. PZC Referral - Initiated Amendments Article 10, Section W Related to Affordable Housing (PZC file #907-54) and Article 3, Section A, Establishment of a Temporary and Limited

Moratorium on Design Multiple Residence (DMR) Zone and the Pleasant Valley Residential Agriculture (PVRA) Zone (PZC File # 907-55)

12. FUTURE AGENDAS

None.

13. ADJOURNMENT

Mr. Ausburger **moved** and Mr. Bruder seconded to adjourn the meeting at 8:31 p.m. The motion **passed** unanimously.

Antonia Moran, Mayor

Sara-Ann Chaine, Town Clerk



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Ryan J. Aylesworth Town Manager
CC: Sara-Ann Chaine, Town Clerk
Date: February 13, 2023
Re: Appointments to Town Committees

A handwritten signature in blue ink that reads "Ryan J. Aylesworth".

Subject Matter/Background

On January 12, 2023, the Committee on Committees voted to recommend the following appointment:

- Jeannine Kanadia from an alternate to a full member of the Human Rights Commission for a term ending 7/1/2024.

Recommendation

If the Town Council concurs with the recommendation of the Committee on Committees, the following motion is in order:

Move, effective February 13, 2023, to appoint Jeannine Kanadia as a full member of the Human Rights Commission for a term ending 7/1/2024.

Attachments

None.



**Town of Mansfield
Agenda Item Summary**

A handwritten signature in blue ink, which appears to read "Ryan J. Aylesworth".

To: Town Council
From: Ryan J. Aylesworth Town Manager
CC: Mary Landeck, Sexton; Sara-Ann Chaine, Town Clerk
Date: February 13, 2023
Re: Neglected Cemetery Grant Application

Subject Matter/Background

The Office of Policy and Management (OPM) administers the Neglected Cemetery Account Grant Program. Grant funds up to \$5,000 are awarded to municipalities in an effort to keep neglected cemeteries in an orderly and decent condition and are intended to be used for clearing weeds, briars and bushes, mowing, repairing fences and walls, or the straightening, repair or restoration of memorial stones.

The funds requested in this grant would be used to pay for the straightening and repair of headstones in the old Mansfield Center Cemetery on Storrs Road (Old Mansfield Burying Grounds), Gurley Cemetery on Bone Mill Road, and Riverside Cemetery on Gurleyville Road, funds permitting.

Established in 1693, the Old Mansfield Burying Ground is the oldest cemetery in Tolland County. It contains many of Mansfield's early settlers and was placed on the National Register of Historic Places in 1992. This cemetery is known for its varied collection of the work of inland Connecticut colonial carvers.

The Gurley Cemetery dates back to about 1760 and was created by Samuel Gurley. In 1888, the Gurley Cemetery was enlarged by an acre when Ralph Storrs sold another acre of land to the Town for burial purposes only. Some of Mansfield's earliest settlers are buried in this cemetery and many of the stones in need of repair belong to veterans of the Revolutionary War.

The Riverside Burying Ground along the Fenton River was established in 1847 when Jesse Dunham deeded part of his land to the Riverside Burying Grounds Association (although a few burials occurred prior to this sale). It is also noted that the remains from the private Holley family cemetery on Wormwood Hill Road were moved to this cemetery.

Financial Impact

The grant program does not require a local "match" or contribution from the Town. Additional funding to further stone preservation work would come from the Cemetery Funds, if available.

Recommendation

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

Move, effective February 13, 2023, that Town Manager Ryan J. Aylesworth is authorized to apply for and accept, on behalf of the town, a grant from the Neglected Cemetery account and is further authorized to enter into and execute any and all agreements, contracts and documents necessary to obtain said grant should the town be selected for a grant award.

Attachments

- 1) Neglected Cemetery Grant Program Application

Neglected Cemetery Account Grant Program 2023 Grant Application

This application, its receipt, and/or any subsequent announcement or notification of an award associated with this application does not constitute a contract. A contract exists only when all required contractual documents are submitted and approved by the Office of Policy Management and the Grantee is notified that the contract is fully executed.

Name of Municipality: 078 Mansfield
Chief Executive Officer: Ryan J. Aylesworth
Contact Person for Grant Administration: Sara-Ann Chaine
Contact Title and E-mail: Town Clerk; townclerk@mansfieldct.org
Contact Street Address: 4 South Eagleville Road
Contact City, State, Zip: 06268
Contact Phone Number 860-429-3302
Remittance Address if Different from Above: Same

Certification below must be by the Chief Executive Officer (e.g., Mayor, First Selectman, Town/City Manager):

I do hereby certify the following:

1. I have reviewed this Grant Application and all attachments and links thereto.
2. The information contained herein is true and accurate to the best of my knowledge.
3. The cemetery/cemeteries where work will be performed meet the definition pursuant to C.G.S. Sec. 19a-308.
4. Should my municipality receive a grant award, grant funds will only be used for allowable purposes to maintain a neglected cemetery/cemeteries as defined in C.G.S. Sec. 19a-308.
5. I am authorized to apply for these funds per municipal legislative body.

Signature: _____ Title: Town Manager

Printed Name: Ryan J. Aylesworth

Date: 2/6/2023

STATEMENT OF WORK AND GRANT AWARD BUDGET

NAME OF APPLICANT MUNICIPALITY: 078 Mansfield

GRANT PROGRAM NAME: 2023 Neglected Cemetery Account Grant Program

CONCISE GRANT PROGRAM SUMMARY (PROGRAM PURPOSE/INTENT/MISSION): Municipal maintenance of neglected burial grounds and cemeteries, as described in Section 19a-308 of the Connecticut General Statutes.

I. INTRODUCTION

CONCISE PROJECT DESCRIPTION INCLUDING ALL CEMETERY NAMES AND PHYSICAL ADDRESSES:

Straightening, repair and restoration of memorial stones at one or more of the following cemeteries, funds permitting:

Mansfield Center Cemetery

Storrs Road

Mansfield Center, CT 06250

Gurley Cemetery

Bone Mill Road

Mansfield, CT 06268

Riverside Cemetery

Gurleyville Road

Mansfield, CT 06268

II. STATEMENT OF WORK

The grantee proposes to complete the work and/or proposes to purchase goods and/or services as delineated in the following table and in accordance with the below proposed budget. Note that the items listed in the "Tasks" column are simply examples. You may delete any and all that are not applicable.

Category (Optional): Overarching type of work (for example: mowing, repair fence, restoration/repair of memorial stone)	Tasks: The individual tasks to be performed in order to accomplish the objective of the grant award.	Target Completion Date for Each Task (specific date or # months from contract execution date)
Straightening , Repair and restoration of Memorial Stones	Vendor to straighten, repair and restore stones most in need	8 months



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Ryan Aylesworth, Town Manager
CC: Cherie Trahan, Interim Director of Finance
Date: February 13, 2023
Re: Financial Statements Dated December 31, 2022

Subject Matter/Background

Attached are the financial statements dated December 31, 2022. The Finance Committee reviewed the statements at their meeting on February 13, 2023.

Recommendation

The Finance Committee recommends acceptance of the financial statements. The following motion is in order:

Move effective February 13, 2023, to accept the Financial Statements dated December 31, 2022.

Attachments

- 1) Financial Statements Dated December 31, 2022

Town of Mansfield

Financial Statements

(For the Period Ending December 31, 2022)

Finance Department
Cherie Trahan
Interim Director of Finance
February 13, 2023

**Town of Manfield
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December 31, 2022**

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MEMO

To: Mansfield Town Council
CC: Ryan Aylesworth, Town Manager
From: Cherie Trahan, Acting Director
Date: February 13, 2023
Subject: **Financial Statements dated December 31, 2022**

Attached please find the financial report for the period ending December 31, 2022.

Overview – General Fund Budget

Revenues

Tax Collections

The total collection rate through December 31, 2022 is 65% as compared to 66% for last year. Real estate collections, which account for approximately 84% of the levy, are 63% as compared to 65% for last year. Collections in motor vehicles are 92% as compared to 92% for last year.

Licenses and Permits

Conveyance taxes received are \$146,775 or 77.2% of the annual budget. Building permits received are \$317,575 or 198.5% of the annual budget. Housing Code permits are \$108,140 or 61.8% of the annual budget.

State Support for Education

The Education Cost Sharing (ECS) Grant for FY 2022/23 is budgeted at \$9,459,720 based on State estimates at that time. This grant is typically received in three payments – 25% in September/October; 25% in January; 50% in April. No changes to the estimates have been received from the State at this time. We have received \$2,364,931 to date.

State Support for General Government

The PILOT grant is by far the largest single grant within this category. The PILOT grant is budgeted at \$10,471,300; the Select PILOT payment is budgeted at \$2,630,450; the Municipal Stabilization grant is budgeted at \$661,280. There are no changes to the estimates.

Charges for Services

Charges for services are primarily fixed by contract and are normally received during the year.

Fines and Forfeitures

Fines received are in line with budget to date. This is not a significant source of revenue.

Miscellaneous

This area is primarily interest income and the telecommunications service payment. Total interest income through December 31, 2022 is \$609,131 as compared to \$15,240 for the same period last year. The average STIF interest rate for July - December 2022 was 2.92% as compared to .10% for the same period last year.

Expenditures

Town Expenditures

There are no budgetary concerns at this time.

Day Care Fund

The Day Care Fund ended the period with expenditures exceeding revenues by \$23,976. Fund balance at July 1, 2022 of \$841,333 decreased to \$817,357 at December 31, 2022.

Cafeteria Fund

Expenditures exceeded revenues by \$140,031 for the period. Fund balance at July 1, 2022 decreased from \$380,981 to \$240,949 at December 31, 2022.

Recreation Program Fund

Expenditures exceeded revenues by \$44,829 for the period. Fund balance at July 1, 2022 decreased from (\$63,644) to (\$108,473) at December 31, 2022.

Capital Non-Recurring Fund

CNR began this fiscal year with a fund balance of \$5,344,162. Proceeding with the budget as adopted, we projected ending the fiscal year with a fund balance of \$943,322 largely due to the appropriation of the \$4,771,446 ARPA grant in FY 20/21- FY 21/22.

Town Aid Road Fund

Revenues exceeded expenditures by \$65,998 for the period. Fund balance at July 1, 2022 increased from \$121,581 to \$187,580 at December 31, 2022. Per the State's budget, Mansfield's share of the Town Aid Road grant is \$412,260 for FY 2022/23. We typically receive two installments of 50% each. The first payment has been received. The Town Aid Road Fund is used to account and pay for snow removal costs.

Debt Service Fund

Fund Balance increased from \$845,767 on July 1, 2022 to \$1,201,719 at December 31, 2022. This will be drawn down as principal and interest payments are made during the year.

Enterprise/Internal Service Funds

Solid Waste Fund

Revenues exceeded expenditures by \$280,954. Retained Earnings increased from \$945,653 at July 1, 2022 to \$1,227,310 at December 31, 2022. This balance will be drawn down as expenses are met.

Health Insurance Fund (Town, Mansfield BOE, and Region 19 BOE)

Expenditures exceeded revenues through the quarter by \$29,198. Fund balance decreased from \$4,312,576 (including contributed capital) at July 1, 2022 to \$4,283,378 at December 31, 2022. Claims through December averaged \$650,406 (on a fiscal year basis) as compared to \$640,224, the average for last fiscal year which represents a 1.6% increase. To be considered fully funded, the Health Insurance Fund needs to maintain a fund balance of approximately \$2.1 million.

Worker's Compensation Fund

Expenditures exceeded revenues by \$92,457 through quarter end. Retained earnings decreased from \$242,507 to \$150,050 at December 31, 2022. We are proceeding according to budget.

Management Services Fund

Management Services Fund expenditures through December 31, 2022 exceeded revenues by \$89,507. Fund Balance decreased from \$2,403,936 at July 1, 2022 to \$2,314,429 at December 31, 2022. This will be drawn down as expenditures are met during the year.

Transit Services Fund

The Transit Services Fund ended the period with revenues exceeding expenditures by \$13,067. Operations are proceeding according to budget for the Transportation Center and WRTD activity.

Cemetery Fund

Retained earnings in the Cemetery Fund increased from \$228,813 at July 1, 2022 to \$231,779 at December 31, 2022. The major costs for this fund are mowing and cemetery maintenance.

Eastern Highlands Health District

Operating expenditures exceeded revenues by \$31,398. Fund Balance decreased from \$675,309 to \$643,911.

Mansfield Downtown Partnership

Revenues exceeded expenditures by \$74,733 through December 31, 2022, and fund balance increased from \$355,464 to \$430,196. UConn's contribution to the Partnership for the full year has been received. Fund balance will be drawn down as expenses are met.

**Town of Mansfield
Town of Mansfield General Fund
Balance Sheet
December 31, 2022**

		<u>2023</u>
Assets		
Cash and Cash Equivalents	\$	24,475,450
Accounts Receivable - Property Taxes		14,053,447
Accounts Receivable - Intergovernmental		298
Accounts Receivable - Other		37,634
Due from Other Funds		-
		<hr/>
Total Assets	\$	<u><u>38,566,828</u></u>
 Liabilities and Fund Balance		
Liabilities:		
Accounts Payable	\$	12,467
Due to State of Connecticut		15,775
Due to Other Funds		-
Refundable Deposits		157,150
Accrued Liabilities		659,178
Deferred Revenue		13,978,116
Advance Tax Collections		-
		<hr/>
Total Liabilities		<u>14,822,686</u>
 Fund Balance:		
Assigned		21,771
Unassigned		<u>23,722,371</u>
		<hr/>
Total Fund Balance		<u>23,744,142</u>
		<hr/>
Total Liabilities and Fund Balance	\$	<u><u>38,566,828</u></u>

**Town Of Mansfield
General Fund Trial Balance
Fiscal Year 2022/23**

	7/1/2022			12/31/2022
	Beginning	Net Activity July - December		Ending
Account Number and Description	Balance	Debits	Credits	Balance
10111 Petty Cash - Treasurer (Imprest)	1,000.00			1,000.00
10113 Petty Cash - Mansfield Bd of Ed	0.00			0.00
10114 Petty Cash - Buchanan Center	129.90			129.90
10119 Petty Cash - Mansfield Middle	300.00			300.00
10120 Petty Cash - Tax Collector	200.00			200.00
10126 Petty Cash - Senior Center	50.00			50.00
10127 Student Activity Fund - Goodwin	500.00			500.00
10128 Petty Cash - Southeast School	0.00			0.00
10128 Student Activity Fund - Southeast	500.00			500.00
10129 Student Activity Fund - Vinton	500.00			500.00
10131 Athletic Fund - MMS	500.00			500.00
10132 Cash Athletics Imprest	1,500.00			1,500.00
10310 Cash Disbursing Peoples Bank	(30,687,485.11)	51,379,948.68	35,088,368.60	(14,395,905.03)
10318 Cash-master Charge/visa	7,459.53	440,696.48	353,057.27	95,098.74
10321 Interfund Payroll Cash	0.00	5,131,431.11	5,163,018.72	(31,587.61)
10364 Cash - Ct Stif Pool	42,527,693.79	10,267,987.27	14,500,000.00	38,295,681.06
10452 Certificates Of Deposit	505,459.23	1,523.77	0.00	506,983.00
11005 Taxes Receivable - Current	407,753.97	36,511,374.43	23,759,650.17	13,159,478.23
11006 Taxes Receivable - Delinquent	654,961.86	423,603.14	144,596.64	933,968.36
11010 Allowance for Doubtful Accts	(40,000.00)			(40,000.00)
12100 Accounts Receivable - General	100,866.16		66,226.76	34,639.40
12102 Accounts Receivable - Exchange	180.00			180.00
12812 Due From State Gov't	46,457.00		46,457.00	0.00
12813 AcctsRec-SelfInsExchange	0.00	297,810.06	297,810.06	0.00
12818 Returned Checks	123.20	1,814.74	0.00	1,937.94
12819 Worker's Compensation Advances	2,882.29	60,765.45	61,856.18	1,791.56
12822/3 Accounts Receivable-Other	925.51		1,840.63	(915.12)
14200 Due From Spec Revenue Funds	0.00			0.00
14251 Due from Region 19	43,488.26	3,875.04	47,065.30	298.00
14257 Due from Downtown Partnership	0.00			0.00
Total Assets	13,575,945.59	104,520,830.17	79,529,947.33	38,566,828.43
20200 Accounts Payable	(137,471.17)	3,469,108.70	3,335,573.29	(3,935.76)
20220 Payroll Clearing	(2,145.85)	100.00	0.00	(2,045.85)
20236 Medical Insurance	35,214.05	1,998,436.29	2,033,650.34	0.00
20237 Taxable Medical Insurance	0.00			0.00
20253 Levy	0.00			0.00
20256 Dependent Care	0.00	15,150.42	16,562.41	(1,411.99)
20257 Uninsured Med Deduction	0.00	9,259.95	10,110.00	(850.05)
20263 ICMA	0.00	300.00	0.00	300.00
20265 Community Center Membership	0.00	2,489.03	2,489.03	0.00
20270 Cell Phone Use Deduction	0.00	1,731.48	1,731.48	0.00
20711 Due To State - Dog Licenses	(9,682.00)	9,682.00	4,348.00	(4,348.00)
20712 Due To State - Hunting & Fishi	7,047.00	662.00	755.00	6,954.00
20714 Due To State-dog Licenses A.p.	(4,016.00)	4,016.00	1,824.00	(1,824.00)
20715 Due To State-marriage Licenses	(408.00)	646.00	986.00	(748.00)
20716 Due To State-permit Applicatio	(2,958.00)	4,814.00	3,596.00	(1,740.00)
20718 Due To State Animal Adop Depos	(45.00)	585.00	810.00	(270.00)
20719 Due to State-Educ Train Fee	(1,962.41)	42.38	2,763.28	(4,683.31)

Fiscal Year 2022/23

	7/1/2022			12/31/2022
	Beginning	Net Activity July - December		Ending
Account Number and Description	Balance	Debits	Credits	Balance
20720 Due to State Library Hist.Doc	0.00	4,896.00	5,512.00	(616.00)
20721 Due to State-Land Protection	(4,890.00)	35,151.00	38,761.00	(8,500.00)
20753 Due To Region 19	(340,940.92)	340,940.92	0.00	0.00
20809 Posting Variances	0.01	387.51	0.00	387.52
20810 Accrued Accounts Payable	(101,552.79)	99,302.79	0.00	(2,250.00)
20811 Refundable Deposits	(165,650.00)	10,500.00	2,000.00	(157,150.00)
20820 Accrued Payroll	(1,763,567.47)	8,785,539.54	7,678,900.04	(656,927.97)
20821 Processing Fee Payable-IPARQ	12,224.75	4,014.95	3,634.50	12,605.20
20822 Enforcement Cost Payable - LAZ	(861.95)	1,065.75	2,132.40	(1,928.60)
20823 Garage Revenue Payable- LAZ	(6,292.40)	8,846.70	9,917.45	(7,363.15)
20824 Enforcement Cost Payable - Storrs Commons	(234.60)			(234.60)
20832 Collection Fee Payable	(3,165.59)	5,501.68	10,325.54	(7,989.45)
23320 Deferred Revenue - Taxes	(947,385.60)	23,489,231.46	36,519,962.22	(13,978,116.36)
23330 Deferred Revenue - Other	0.00			0.00
23360 Taxes Collected In Advance	(167,931.78)	167,931.78	0.00	0.00
27900 Due To Internal Service Fund	(387,278.57)	387,278.57		0.00
Total Liabilities	(3,993,954.29)	38,857,611.90	49,686,343.98	(14,822,686.37)
32302 Current Year Encumbrances	98,201.50			98,201.50
32303 Res For Prior Year Encumb	(268,919.86)			(268,919.86)
32304 Res For Current Year Encumb	(98,201.50)			(98,201.50)
33000 Assigned Fund Balance - Tax Appeals	(21,771.00)			(21,771.00)
33312 FUND BALANCE - ASSIGNED	0.00			0.00
34000 Fund Balance - Available	(9,291,300.44)			(9,291,300.44)
39005 Actual Revenues		166,126.38	41,622,472.07	(41,456,345.69)
39006 Actual Expenditures		28,290,830.71	996,635.78	27,294,194.93
Total Fund Equity	(9,581,991.30)	28,456,957.09	42,619,107.85	(23,744,142.06)
*** Net Total ***	0.00	171,835,399.16	171,835,399.16	0.00

**Town of Mansfield
Day Care Fund
Balance Sheet
December 31, 2022**
(with comparative totals for December 31, 2021)

	<u>2023</u>	<u>2022</u>
Assets		
Cash and Cash Equivalents	\$ 838,861	\$ 728,425
Accounts Receivable	<u>5,321</u>	<u>6,071</u>
Total Assets	<u>844,182</u>	<u>734,496</u>
Liabilities and Fund Balance		
Liabilities		
Accounts Payable	503	4,233
Accrued Payroll	26,322	-
Deferred Revenue	<u>-</u>	<u>-</u>
Total Liabilities	<u>26,825</u>	<u>4,233</u>
Fund Balance	<u>817,357</u>	<u>730,263</u>
Total Liabilities and Fund Balance	<u>\$ 844,182</u>	<u>\$ 734,496</u>

Town of Mansfield
Day Care Fund - Combined Program
Comparative Statement of Revenues, Expenditures
and Changes in Fund Balance
December 31, 2022
(with comparative totals for December 31, 2021)

	<u>Budget 2022/23</u>	<u>2023</u>	<u>Percent of Adopted Budget</u>	<u>2022</u>
Revenues				
Fees for Services - Parent Fees	\$ 843,536	\$ 432,903	51.3%	\$ 395,851
Fees for Services - State Grant	429,698	246,244	57.3%	183,004
State Support - Other	10,000	1,926	19.3%	3,270
Program Stabilization	200,000		0.0%	89,088
School Readiness Grant	53,544	0	0.0%	29,746
Subsidies for Services	120,000	58,534	48.8%	57,016
WBDC Grant				
CTCares for Child Care				
National School Lunch Grant	35,000	14,371	41.1%	16,155
Other		42,264		
Total Revenues	<u>1,691,778</u>	<u>796,243</u>	<u>47.1%</u>	<u>774,130</u>
Expenditures				
Direct Program	1,100,578	572,369	52.0%	460,768
Administrative	186,500	90,789	48.7%	88,839
Energy	32,000	16,000	50.0%	16,000
Food Service Supplies	35,500	19,813	55.8%	15,760
Purchased Property Services	70,500	43,099	61.1%	32,999
Other Purchased Services	81,200	26,765	33.0%	16,379
Insurance	8,000	10,330	129.1%	8,142
Building Supplies	5,200	6,437	123.8%	3,368
Repairs & Maintenance	10,000	3,378	33.8%	3,836
Instructional & Office Supplies	11,600	15,007	129.4%	1,755
Equipment	150,700	16,232	10.8%	
Total Expenditures	<u>1,691,778</u>	<u>820,219</u>	<u>48.5%</u>	<u>647,847</u>
Excess (Deficiency) of Revenues	-	(23,976)		126,283
Fund Balance, July 1	<u>841,333</u>	<u>841,333</u>		<u>603,980</u>
Fund Balance plus Cont. Capital, Dec 31	<u>\$ 841,333</u>	<u>\$ 817,357</u>		<u>\$ 730,263</u>

**Mansfield Board of Education
Cafeteria Fund
Balance Sheet
December 31, 2022**
(with comparative totals for December 31, 2021)

	<u>2023</u>	<u>2022</u>
Assets		
Cash and Cash Equivalents	\$ 237,122	\$ (38,735)
Accounts Receivable	(1,117)	12
Inventory	<u>15,028</u>	<u>24,222</u>
Total Assets	<u><u>251,033</u></u>	<u><u>(14,502)</u></u>
Liabilities and Fund Balance		
Liabilities		
Accounts Payable	192	91,627
Accrued Payroll	<u>9,891</u>	<u>-</u>
Total Liabilities	<u>10,084</u>	<u>91,627</u>
Fund Balance	<u>240,949</u>	<u>(106,129)</u>
Total Liabilities and Fund Balance	<u><u>\$ 251,033</u></u>	<u><u>\$ (14,502)</u></u>

**Mansfield Board of Education
Cafeteria Fund
Comparative Statement of Revenues, Expenditures
and Changes in Fund Balance
December 31, 2022
(with comparative totals for December 31, 2021)**

	<u>Budget 2022/23</u>	<u>2023</u>	<u>Percent of Adopted Budget</u>	<u>2022</u>
Revenues				
Sales of Food	\$ 197,000	\$ 96,084	48.8%	\$ 80,558
Intergovernmental	1,049,700	239,055	23%	281,717
Other		312		316
Total Revenues	<u>1,246,700</u>	<u>335,452</u>	<u>26.9%</u>	<u>362,591</u>
Expenditures				
Salaries & Benefits	612,162	283,510	46.3%	272,445
Food & Supplies	435,000	187,595	43.1%	232,671
Repairs & Maintenance	7,500	3,103	41.4%	3,523
Equipment	-	-		-
Contingency	-	-		-
Total Expenditures	<u>1,054,662</u>	<u>474,208</u>	<u>45.0%</u>	<u>508,639</u>
Transfers				
Transfers Out - General Fund	<u>2,550</u>	<u>1,275</u>	<u>50.0%</u>	<u>1,275</u>
Excess (Deficiency) of Revenues	189,488	(140,031)		(147,323)
Fund Balance, July 1	<u>380,981</u>	<u>380,981</u>		<u>41,194</u>
Fund Balance plus Cont. Capital, Dec 31	<u>570,469</u>	<u>\$ 240,949</u>		<u>\$ (106,129)</u>

**Town of Mansfield
Parks and Recreation
Balance Sheet
December 31, 2022**
(with comparative totals for December 31, 2021)

	<u>2023</u>	<u>2022</u>
Assets		
Cash and Cash Equivalents	\$ (76,655)	\$ (45,489)
Prepaid Expenditures	-	-
Accounts Receivable	<u>577</u>	<u>527</u>
Total Assets	<u><u>(76,078)</u></u>	<u><u>(44,962)</u></u>
Liabilities and Fund Balance		
Liabilities		
Accrued Payroll	31,793	-
Accounts Payable	602	17,768
Due to Other Funds	-	-
Deferred Revenue	<u>-</u>	<u>-</u>
Total Liabilities	<u>32,395</u>	<u>17,768</u>
Fund Balance	<u>(108,473)</u>	<u>(62,730)</u>
Total Liabilities and Fund Balance	<u><u>\$ (76,078)</u></u>	<u><u>\$ (44,962)</u></u>

**Town of Mansfield
Parks and Recreation
Comparative Statement of Revenues, Expenditures
and Changes in Fund Balance
December 31, 2022**
(with comparative totals for December 31, 2021)

	Budget 2022/23	2023	Percent of Adopted Budget	2022
Revenues				
Membership Fees	\$ 769,755	\$ 253,586	33%	\$ 217,611
Program Fees	898,750	448,478	50%	334,181
Fee Waivers	30,970	7,682	25%	5,344
Daily Admission Fees	51,820	18,169	35%	19,437
Rent - Facilities/Parties	36,160	6,492	18%	5,962
Employee Wellness	8,000	-	0%	-
Rent - E.O. Smith	19,200	8,880	46%	-
Charge for Services	10,000	-	0%	-
Contributions	72,900	8,839	12%	9,264
Sale of Merchandise	4,500	1,043	23%	443
Sale of Food	2,250	757	34%	242
Other	5,500	3,679	67%	2,929
Total Revenues	1,909,805	757,604	40%	595,414
Operating Transfers				
General Fund - Recreation Administrative	603,800	341,900	57%	305,415
General Fund - Community Programs	73,000	-		-
General Fund - Bicent. Pond				
General Fund - Teen Center				
Total Operating Transfers	676,800	341,900	51%	305,415
Total Rev & Oper Transfers	2,586,605	1,099,504	43%	900,829
Expenditures				
Salaries & Wages	1,388,235	616,961	44%	520,853
Benefits	340,150	140,846	41%	138,493
Professional & Technical	170,115	65,896	39%	65,839
Purchased Property Services	12,100	4,422	37%	3,512
Repairs & Maintenance	40,680	33,144	81%	17,314
Rentals	7,200	5,470	76%	2,883
Other Purchased Services	286,360	123,187	43%	113,263
Other Supplies	58,180	17,399	30%	7,368
Energy	143,300	71,650	50%	70,800
Building Supplies	14,198	7,523	53%	3,794
Recreation Supplies	50,500	10,075	20%	5,348
Equipment	49,450	47,760	97%	16,939
COVID-19 Expense	1,000	-	0%	1,527
Total Expenditures	2,561,468	1,144,334	45%	967,934
Excess (Deficiency) of Revenues	25,137	(44,829)		(67,106)
Fund Balance, July 1	(63,644)	(63,644)		4,376
Fund Balance, Dec 31	<u>\$ (38,507)</u>	<u>\$ (108,473)</u>		<u>\$ (62,730)</u>

Town of Mansfield
Capital and Nonrecurring Reserve Fund Budget
Estimated Revenues, Expenditures and Changes in Fund Balance
Fiscal Year 2022/23

	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Actual	FY 22/23 Adopted
Sources:				
General Fund Contribution	\$ 1,987,380	\$ 2,000,000	\$ 4,573,310	\$ 3,080,000
Board Contribution	210,000	120,000	270,000	
Ambulance User Fees	409,199	311,523	349,496	250,000
ARPA Grant		3,771,446	1,000,000	
Other	19,165	65,481	12,750	
Sewer Assessments	913	-	1,825	500
FEMA Grant			68,713	
Pequot Funds	179,151	179,151	179,151	179,151
Total Sources	2,805,808	6,447,601	6,455,245	3,509,651
Uses:				
Operating Transfers Out:				
Capital Fund	2,921,546	2,670,734	3,141,330	3,546,780
Capital Fund - Storrs Center Reserve	115,000	117,730	66,329	-
ARPA Special revenue Fund			1,990,000	
Total Uses	3,036,546	2,788,464	5,197,659	3,546,780
Excess/(Deficiency)	(230,738)	3,659,137	1,257,586	(37,129)
Fund Balance/(Deficit) July 1	658,177	427,439	4,086,576	980,451
Fund Balance, June 30	\$ 427,439	\$ 4,086,576	\$ 5,344,162	\$ 943,322

Capital Projects as of February 6, 2023

General Government

Revenues

Expenses

Account and Description	Adjusted Budget	Received	Balance	Adjusted Budget	Encumbrance	Expenses	Balance
81611 Pool Cars	197,284	197,284	-	197,284	-	197,284	-
81612 Fleet Vehicle	121,431	121,431	-	121,431	-	121,431	-
81820 Financial Software/Hardware	808,896	808,896	-	808,896	-	724,237	84,659
81823 Financial Control Review	77,500	77,500	-	77,500	-	52,500	25,000
81827 Town Manager Recruitment	41,950	41,950	-	41,950	-	23,917	18,033
81919 Strategic Planning	317,241	317,241	-	317,241	-	297,241	20,000
81921 Classification & Compensation Study	38,700	38,700	-	38,700	-	34,830	3,870
86291 Technology Infrastructure	1,925,000	1,925,000	-	1,925,000	22,832	1,788,569	113,599
86309 Furniture & Fixtures	296,226	296,226	-	296,226	42,554	249,814	3,858
Budgeting and Capital Imprv Software	5,400	5,400	-	5,400	-	5,400	-
Media Hardware	5,000	5,000	-	5,000	-	4,723	277
Online Index Books - Town Clerk	26,000	26,000	-	26,000	6,255	19,745	-
Redesign of Town Website	15,000	15,000	-	15,000	-	3,495	11,505
Software Storage Upgrade for Assessor	16,650	16,650	-	16,650	-	-	16,650
Total General Government:	3,892,279	3,892,279	-	3,892,279	71,641	3,523,187	297,451

Community Development

Revenues

Expenses

Account and Description	Adjusted Budget	Received	Balance	Adjusted Budget	Encumbrance	Expenses	Balance
81825 Economic Development	42,500	42,500	-	42,500	-	40,625	1,875
83530 Four Corners Sewer/Water Impro	9,830,000	9,830,000	-	9,830,000	-	9,214,261	615,739
84107 Zoning/Subdivision Regulations(Mansfield Toi	105,000	105,000	-	105,000	51,100	21,852	32,048
84109 Downtown Storrs Enhancements	42,500	42,500	-	42,500	-	40,429	2,071
84110 Positioning & Marketing Plan	180,000	180,000	-	180,000	16,580	84,715	78,705
84122 Improvements Storrs Rd Urban	2,500,000	2,500,000	-	2,500,000	-	2,500,000	-
84123 Streetscape/Ped.Improv. DOT	625,148	625,148	-	625,148	-	625,148	-
84124 Imprvmts StorrsRd DOT/Lieber	2,552,750	2,552,750	-	2,552,750	-	2,552,750	-
84126 Parking Garage Transit Hub	11,328,221	11,328,221	-	11,328,221	-	11,328,221	-
84127 DECD STEAP#2 Pha1A+Dog Lane Cor	691,985	691,985	-	691,985	-	691,985	-
84129 Omnibus Budget Bill Feb2009	781,498	781,498	-	781,498	-	781,498	-
84132 Leyland/EDR Infrastructure (\$3M)	3,000,000	3,000,000	-	3,000,000	-	3,000,000	-
84137 Parking Garage Repairs/Maintenance	491,694	491,694	-	491,694	-	339,767	151,927
Community Development Software	22,400	22,400	-	22,400	-	-	22,400
Design Guidelines	35,000	35,000	-	35,000	-	-	35,000
Wayfinding Signage Implementation	100,000	100,000	-	100,000	-	-	100,000
Total Community Development:	32,328,696	32,328,696	-	32,328,696	67,680	31,221,252	1,039,764

Capital Projects as of February 6, 2023
Public Safety

Revenues Expenses

Account and Description	Adjusted Budget	Received	Balance	Adjusted Budget	Encumbrance	Expenses	Balance
82801 Fire & Emerg Serv Comm Equipment	117,000	117,000	-	117,000	-	58,659	58,341
82823 Rescue Equipment	54,884	54,884	-	54,884	-	54,884	-
82827 Fire Personal Protective Equipment	243,000	243,000	-	243,000	-	148,158	94,842
82845 Rescue 107 Replacement	250,000	250,000	-	250,000	250,000	480	(480)
82848 Administrative Vehicle Replacement	90,619	90,619	-	90,619	50,548	40,619	(548)
82850 Defibrillator Unit	10,000	10,000	-	10,000	-	5,101	4,899
82851 Fire Service - Uniform Updates	14,000	14,000	-	14,000	-	13,862	138
82852 Ambulance Stretcher & Load System	50,000	50,000	-	50,000	-	32,013	17,987
82853 Ambulance 607 Compartment Replacement	170,000	170,000	-	170,000	3,761	160,578	5,661
82854 Protective Clothing Washer/Dryer	20,000	20,000	-	20,000	-	18,926	1,074
82855 Life Safety Equipment	35,000	35,000	-	35,000	-	31,966	3,034
82902 Fire Ponds	103,500	103,500	-	103,500	-	66,681	36,819
86293 Security Improvements	185,000	185,000	-	185,000	251	122,840	61,909
Thermal Imager Cameras	50,000	50,000	-	50,000	-	-	50,000
Total Public Safety:	1,393,003	1,393,003	-	1,393,003	304,560	754,766	333,677

Community Services

Revenues Expenses

Account and Description	Adjusted Budget	Received	Balance	Adjusted Budget	Encumbrance	Expenses	Balance
84810 Human Services Van	64,000	64,000	-	64,000	-	64,000	-
85105 Open Space Purchase	3,529,355	3,529,355	-	3,529,355	-	3,474,355	55,000
85107 Open Space - Bonded	1,490,750	932,750	558,000	1,490,750	-	938,851	551,899
85804 Community Center Fitness Equipment	774,670	718,830	55,840	774,670	-	600,440	174,230
85811 Playscapes/Playground Resurfacing	498,670	498,670	-	498,670	-	435,994	62,676
85813 Invasive Control	132,000	132,000	-	132,000	3,055	50,860	78,086
85816 Park Improvements	533,618	533,618	-	533,618	-	476,871	56,747
Bicentennial Pond Canoes	6,000	6,000	-	6,000	-	-	6,000
Lions Memorial Park Upgrades	25,000	25,000	-	25,000	-	-	25,000
MCC Equipment	25,000	25,000	-	25,000	-	3,667	21,333
Park Signs	15,000	15,000	-	15,000	-	-	15,000
Total Community Services:	7,094,063	6,480,223	613,840	7,094,063	3,055	6,045,037	1,045,971

Capital Projects as of February 6, 2023
Facilities Management

Revenues

Expenses

Account and Description	Adjusted Budget	Received	Balance	Adjusted Budget	Encumbrance	Expenses	Balance
86260 Maintenance Projects	1,179,691	1,179,691	-	1,179,691	-	1,129,135	50,556
86290 Roof Repairs/Town Hall Roof Rplcmnt	881,900	881,900	-	881,900	35,179	829,998	16,723
86292 School Building Maintenance	1,952,662	1,952,662	-	1,952,662	22,084	1,846,576	84,002
86295 Emergency Generators	85,809	85,809	-	85,809	-	85,809	-
86296 Oil Tank Repairs	55,390	55,390	-	55,390	-	55,390	-
86304 Comm Center Repairs & Improvements	589,133	589,133	-	589,133	-	404,274	184,859
86305 Fire Station Repairs & Improvements	447,235	447,235	-	447,235	28,781	388,662	29,791
86306 Library Bldg Repairs & Improvements	541,500	541,500	-	541,500	9,300	363,649	168,551
86307 Senior Center Bldg Repairs & Improvements	250,000	250,000	-	250,000	51,733	141,544	56,723
86308 Town Hall Bldg Repairs & Improvements	363,000	363,000	-	363,000	31,592	222,866	108,542
86310 Cleaning Equipment	61,245	61,245	-	61,245	-	61,245	-
86311 Tractor Replacement	92,600	92,600	-	92,600	-	47,600	45,000
86315 Daycare Building Repairs	410,000	410,000	-	410,000	241,844	114,875	53,281
86317 Public Works Building Repairs	286,500	286,500	-	286,500	83,864	179,356	23,281
86319 Animal Shelter Building Repairs	51,500	51,500	-	51,500	9,061	28,824	13,615
86320 Historical Society Building Repairs	50,000	50,000	-	50,000	-	-	50,000
86321 Park Building Repairs	163,200	163,200	-	163,200	20,313	63,498	79,389
86325 Indoor Air Quality Testing	10,000	10,000	-	10,000	-	4,892	5,108
86326 Facilities Work Truck	404,817	404,817	-	404,817	34,111	299,567	71,140
86327 NZTC Building Repairs	202,660	202,660	-	202,660	5,488	76,692	120,480
86329 Storage Upgrades	10,047	10,047	-	10,047	-	10,047	-
86331 Bus Garage Building Upgrades	172,000	172,000	-	172,000	-	76,471	95,529
86333 School Building Project	50,880,179	35,768,303	15,111,876	50,880,179	2,830,871	42,834,031	5,215,277
86335 Brick Repairs	33,000	33,000	-	33,000	-	14,000	19,000
86401 MMS Bathroom Upgrades	100,000	100,000	-	100,000	-	96,568	3,432
86402 MMS Renovations	840,000	840,000	-	840,000	171,116	36,941	631,943
86403 MMS Roof Replacement	2,190,000	-	2,190,000	2,190,000	43,669	1,621,560	524,772
86405 MMS Photovoltaic Panels	572,012	-	572,012	572,012	4,030	276,870	291,112
Aerial Lift	45,000	45,000	-	45,000	45,000	-	-
Depot Campus Building Repairs	12,000	12,000	-	12,000	-	5,770	6,230
Equipment/Dump Trailer	11,000	11,000	-	11,000	-	10,995	5
Lenard Hall	5,000	5,000	-	5,000	-	-	5,000
Lenard Hall - Security	15,000	15,000	-	15,000	21,002	-	(6,002)
MMS Auditorium Lighting	125,000	125,000	-	125,000	125,000	-	-
MMS Generator Replacement	357,988	320,000	37,988	357,988	116,621	225,000	16,367
MMS School Building Maintenance-Doors	78,680	78,680	-	78,680	-	71,569	7,111
Municipal Facilities Optimization Review/Design	200,000	200,000	-	200,000	20,000	55,000	125,000
Transfer Station Building Repairs	5,000	5,000	-	5,000	-	-	5,000
Total Facilities Management:	63,730,748	45,818,873	17,911,876	63,730,748	3,950,658	51,679,273	8,100,818

Capital Projects as of February 6, 2023
Public Works

Revenues

Expenses

Account and Description	Adjusted Budget	Received	Balance	Adjusted Budget	Encumbrance	Expenses	Balance
83101 Tree Replacement	527,418	527,418	-	527,418	53,520	426,600	47,298
83302 Sm Bridges & Culverts	329,084	329,084	-	329,084	-	292,339	36,745
83303 Large Bridge Maintenance	561,286	561,286	-	561,286	-	480,862	80,424
83308 Town Walkways/Transp Enhancem	1,075,614	1,075,614	-	1,075,614	15,500	900,999	159,115
83311 Eastwood Road Sidewalk	387,600	371,324	16,276	387,600	-	280,682	106,918
83312 Safe Routes to Schools - Rte 89	472,909	475,349	(2,440)	472,909	-	441,543	31,366
83313 Cemeteries	40,000	40,000	-	40,000	-	32,390	7,610
83510 Guide Rails	529,145	529,145	-	529,145	-	495,376	33,769
83524 Road Resurfacing	13,575,820	13,025,645	550,175	13,575,820	56,675	11,680,246	1,838,899
83639 Large Dump Trucks	1,057,596	1,057,596	-	1,057,596	-	940,321	117,275
83647 Medium Dump Trucks	35,000	35,000	-	35,000	-	-	35,000
83641 Mowers & Attachments	121,909	121,909	-	121,909	-	118,759	3,150
83644 Street Signs	60,000	60,000	-	60,000	-	59,960	40
83650 Grapple Truck	197,895	197,895	-	197,895	-	197,895	-
83911 Engineering Cad Upgrades	334,500	334,500	-	334,500	4,675	287,618	42,207
83919 Fleet Vehicle Public Works	27,127	27,127	-	27,127	-	27,127	-
83920 Hillyndale Road Bridge Replacement	659,014	329,764	329,250	659,014	-	566,449	92,565
83921 Storrs Center Improvements	120,000	120,000	-	120,000	-	74,976	45,024
83924 Transfer Station Walls & Covers	200,000	200,000	-	200,000	-	4,410	195,590
83925 Swap Shop Building	50,000	50,000	-	50,000	-	-	50,000
83926 Replace Street & Sidewalk Lights	15,000	15,000	-	15,000	46	1,296	13,658
Bucket Loader	125,000	125,000	-	125,000	-	-	125,000
Culvert Rehabilitation	200,000	200,000	-	200,000	-	-	200,000
Downtown Pedestrian Loop	215,400	43,080	172,320	215,400	-	-	215,400
Engineering Equipment	25,000	25,000	-	25,000	-	-	25,000
Hillside Circle Sidewalk	150,000	150,000	-	150,000	-	-	150,000
Library Parking Lot Improvements	25,000	25,000	-	25,000	529	13,471	11,000
RRFBs - 3 Crosswalks	225,000	22,500	202,500	225,000	-	-	225,000
Skid Steer	75,000	75,000	-	75,000	-	74,945	55
Snow Pusher	15,000	15,000	-	15,000	-	5,490	9,510
Speed Signs	25,000	25,000	-	25,000	-	23,855	1,145
Trailer	14,000	14,000	-	14,000	-	11,089	2,911
Total Public Works:	21,471,316	20,203,235	1,268,081	21,471,316	130,944	17,438,699	3,901,673

Capital Projects as of February 6, 2023
Revenue/Expenditure Summary

<u>Account and Description</u>	<u>Revenues</u>			<u>Expenses</u>			
	<u>Adjusted Budget</u>	<u>Received</u>	<u>Balance</u>	<u>Adjusted Budget</u>	<u>Encumbrance</u>	<u>Expenses</u>	<u>Balance</u>
General Government	3,892,279	3,892,279	-	3,892,279	71,641	3,523,187	297,451
Community Development	32,328,696	32,328,696	-	32,328,696	67,680	31,221,252	1,039,764
Public Safety	1,393,003	1,393,003	-	1,393,003	304,560	754,766	333,677
Community Services	7,094,063	6,480,223	613,840	7,094,063	3,055	6,045,037	1,045,971
Facilities Management	63,730,748	45,818,873	17,911,876	63,730,748	3,950,658	51,679,273	8,100,818
Public Works	21,471,316	20,203,235	1,268,081	21,471,316	130,944	17,438,699	3,901,673
Grand Total:	129,910,105	110,116,308	19,793,797	129,910,105	4,528,539	110,662,213	14,719,352

**Town of Mansfield
Town Aid Road Fund
Balance Sheet
December 31, 2022**
(with comparative totals for December 31, 2021)

	<u>2023</u>		<u>2022</u>
Assets			
Cash and Cash Equivalents	\$ 187,579	\$	465,282
Accounts Receivable	-		-
Total Assets	<u>187,579</u>		<u>465,282</u>
Liabilities and Fund Balance			
Liabilities			
Accounts Payable	-		160,956
Total Liabilities	-		160,956
Fund Balance	<u>187,579</u>		<u>304,326</u>
Total Liabilities and Fund Balance	<u>\$ 187,579</u>	\$	<u>465,282</u>

**Town of Mansfield
Town Aid Road Fund
Comparative Statement of Revenues, Expenditures
and Changes in Fund Balance
December 31, 2022
(with comparative totals for December 31, 2021)**

	<u>Budget 2022/23</u>	<u>2023</u>	<u>Percent of Adopted Budget</u>	<u>2022</u>
Revenues				
State Grant	\$ 412,260	\$ 206,715	50%	\$ 206,131
Services (Region 19 Parking Lots)	42,750	20,315	48%	19,940
Total Revenues	<u>455,010</u>	<u>227,030</u>	50%	<u>226,071</u>
Expenditures				
Salaries and Wages	142,000	25,988	18%	10,795
Equipment	-	490	0%	-
Supplies	262,500	17,130	7%	188,853
Equipment Rental	22,000	17,424	79%	10,760
Transfer Out to Capital Project	100,000	100,000	100%	-
Total Expenditures	<u>526,500</u>	<u>161,032</u>	31%	<u>210,408</u>
Excess (Deficiency) of Revenues	(71,490)	65,998		15,662
Fund Balance, July 1	<u>121,581</u>	<u>121,581</u>		<u>288,664</u>
Fund Balance plus Cont. Capital, Dec 31	<u>\$ 50,091</u>	<u>\$ 187,580</u>		<u>\$ 304,326</u>

**Town of Mansfield
Debt Service Fund
Balance Sheet
December 31, 2022**
(with comparative totals for December 31, 2021)

	<u>2023</u>	<u>2022</u>
Assets		
Cash and Cash Equivalents	\$ 12,696,719	\$ 482,359
Total Assets	<u>12,696,719</u>	<u>482,359</u>
Liabilities and Fund Balance		
Liabilities		
Accounts Payable	<u>11,495,000</u>	<u>-</u>
Total Liabilities	<u>11,495,000</u>	<u>-</u>
Fund Balance	<u>1,201,719</u>	<u>482,359</u>
Total Liabilities and Fund Balance	<u>\$ 12,696,719</u>	<u>\$ 482,359</u>

**Town of Mansfield
Debt Service Fund
Comparative Statement of Revenues, Expenditures
and Changes in Fund Balance
December 31, 2022
(with comparative totals for December 31, 2021)**

	<u>Budget 2022/23</u>	<u>2023</u>	<u>Percent of Adopted Budget</u>	<u>2022</u>
Operating Transfers				
General Fund	\$ 1,361,390	\$ 680,695	50%	\$ 365,000
Premium Income	-	-	0%	-
Sewer Operating Fund	<u>236,250</u>	<u>118,125</u>	50%	<u>121,875</u>
Total Operating Transfers	<u>1,597,640</u>	<u>798,820</u>	50%	<u>486,875</u>
Total Rev & Oper Trans	<u>1,597,640</u>	<u>798,820</u>	50%	<u>486,875</u>
Expenditures				
Principal Payments	585,000	-	0%	-
Issuance Costs	50,000	758	2%	-
Interest Payments	<u>997,686</u>	<u>442,111</u>	44%	<u>135,263</u>
Total Expenditures	<u>1,632,686</u>	<u>442,869</u>	27%	<u>135,263</u>
Excess (Deficiency) of Revenues	(35,046)	355,952		351,613
Fund Balance, July 1	<u>845,767</u>	<u>845,767</u>		<u>130,746</u>
Fund Balance plus Cont. Capital, Dec 31	<u>810,721</u>	<u>\$ 1,201,719</u>		<u>\$ 482,359</u>

**Town of Mansfield
Solid Waste Disposal Fund
Balance Sheet
December 31, 2022**
(with comparative totals for December 31, 2021)

	2023	2022
Current Assets		
Cash and Cash Equivalents	\$ 1,025,074	\$ 843,716
Accounts Receivable, net	2,273	203
Total Current Assets	1,027,347	843,919
Fixed Assets		
Land		
Buildings & Equipment	936,766	936,766
Less: Accumulated Depreciation	(661,273)	(616,307)
Total Fixed Assets	275,493	320,459
Total Assets	1,302,840	1,164,378
Liabilities and Retained Earnings		
Current Liabilities		
Accounts Payable	30	261,187
Accrued Compensated Absences	12,783	13,486
Refundable Deposits	2,387	2,962
Accrued Payroll	5,286	
Sales Tax Payable	3,043	5,667
Total Current Liabilities	23,530	283,303
Long-Term Liabilities		
Landfill Postclosure Costs	52,000	56,000
Total Long-Term Liabilities	52,000	56,000
Total Liabilities	75,530	339,303
Retained Earnings	1,227,310	825,076
Total Liabilities and Fund Balance	\$ 1,302,840	\$ 1,164,378

Town of Mansfield
Solid Waste Disposal Fund
Comparative Statement of Revenues, Expenditures
and Changes in Fund Balance
December 31, 2022
(with comparative totals for December 31, 2021)

	Budget		Percent of	
	2022/23	2023	Adopted	2022
			Budget	
Revenues				
Garbage Collection Fees	\$ 1,218,000	\$ 699,565	57%	\$ 627,270
Transfer Station Fees	134,600	62,096	46%	63,448
Sale of Recyclables	5,000	2,361	47%	3,275
Scrap Metals	17,000	14,058	83%	10,453
Other Revenues	8,250	28,117	341%	6,413
Fee Waivers	1,000	1,772	177%	1,205
Total Revenues	1,383,850	807,970	58%	712,063
Expenditures				
Salaries & Benefits	288,650	143,732	50%	128,702
Contract Pickup	625,490	224,283	36%	376,931
Hauler's Tipping Fees	247,340	78,392	32%	140,570
Equipment - Rolling Stock				
Equipment Parts/Repair	5,000	2,051	41%	-
Mansfield Tipping Fees	52,860	23,574	45%	35,575
Supplies & Services	73,510	19,304	26%	19,082
Recycle Cost	20,250	12,332	61%	14,741
Hazardous Waste	28,920	-	0%	520
Depreciation Expense	45,440	22,721	50%	23,197
Energy	3,000	628	21%	633
Trucking Fee	3,360	-	0%	-
Transfer Out to Capital Projects				
Total Expenditures	1,393,820	527,016	38%	739,950
Net Income (Loss)	(9,970)	280,954		(27,887)
Retained Earnings, July 1	946,356	946,356		852,963
Retained Earnings, Dec 31	\$ 936,386	\$ 1,227,310		\$ 825,076

Town of Mansfield
Health Insurance Fund
Balance Sheet
December 31, 2022
(with comparative totals for December 31, 2021)

	2023	2022
Assets		
Cash and cash equivalents	\$ 4,888,536	\$ 5,596,690
Total Assets	4,888,536	5,596,690
Liabilities and Fund Equity		
Liabilities		
Accrued Medical Claims	592,000	379,000
Deferred Revenue	4,000	4,000
Accrued Payroll	908	-
Accounts Payable	8,250	39,696
Total Liabilities	605,158	422,696
Fund Balance		
Fund Balance - Available	4,283,378	5,173,994
Total Fund Balance	4,283,378	5,173,994
Total Liabilities and Fund Balance	\$ 4,888,536	\$ 5,596,690

**Town of Mansfield
Health Insurance Fund
Comparative Statement of Revenues, Expenditures
and Changes in Fund Balance
December 31, 2022
(with comparative totals for December 31, 2021)**

	<u>Budget 2022/23</u>	<u>2023</u>	<u>Percent of Adopted Budget</u>	<u>2022</u>
Revenues				
Premium Income	\$ 8,548,900	\$ 4,233,121	50%	\$ 4,283,289
Interest Income	1,000	39,728	3973%	1,293
Total Revenues	<u>8,549,900</u>	<u>4,272,849</u>	50%	<u>4,284,582</u>
Expenditures				
Medical claims	7,740,840	3,714,600	48%	3,921,091
Administrative expenses	380,780	231,306	61%	240,158
H.S.A Contributions	568,100	123,675	22%	108,501
Employee Wellness Program	60,550	20,002	0%	21,061
Payment in lieu of Insurance	147,480	122,141	83%	99,137
Payroll	112,201	53,733	48%	50,865
Medical Supplies	12,000	5,101	43%	7,195
Consultants	80,000	31,489	39%	46,518
Total Expenditures	<u>9,101,951</u>	<u>4,302,047</u>	47%	<u>4,494,525</u>
Excess (Deficiency) of Revenues	(552,051)	(29,198)		(209,943)
Fund Balance, July 1	<u>4,312,576</u>	<u>4,312,576</u>		<u>5,383,937</u>
Fund Balance plus Cont. Capital, Dec. 31	<u>\$ 3,760,525</u>	<u>\$ 4,283,378</u>		<u>\$ 5,173,994</u>

**ANTHEM BLUE CROSS MONTHLY CLAIMS
FISCAL YEAR BASIS**

MONTH	FY13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	10 Yr. Average FY '14-'23	5 Yr. Average FY'19-'23
JULY	548,338	726,844	670,831	624,986	635,511	677,762	575,187	502,340	732,174	569,075	626,305	611,308
AUGUST	571,304	642,551	543,358	559,616	693,352	637,797	463,354	530,591	653,217	751,555	604,670	607,303
SEPTEMBER	438,160	807,550	585,211	526,981	580,713	448,658	368,849	619,654	710,554	660,473	574,680	561,638
OCTOBER	480,679	804,719	601,860	730,529	626,574	492,678	553,772	516,687	629,239	590,303	602,704	556,536
NOVEMBER	532,440	699,223	636,890	593,143	494,144	625,036	747,715	677,537	883,643	646,278	653,605	716,042
DECEMBER	488,762	962,302	591,806	818,113	706,518	552,194	748,345	701,516	753,094	684,752	700,740	687,980
JANUARY	684,680	204,233	662,815	634,365	560,142	491,801	453,346	372,145	450,816		501,594	442,027
FEBRUARY	678,239	916,556	672,054	495,084	581,428	445,958	505,938	312,376	423,500		559,015	421,943
MARCH	618,690	1,077,897	703,019	583,507	523,374	460,640	696,515	515,316	572,469		639,048	561,235
APRIL	588,271	703,022	768,447	484,549	525,605	501,553	294,909	479,421	434,756		531,170	427,660
MAY	522,070	509,140	566,735	457,160	554,640	647,507	295,561	692,937	821,163		562,990	614,292
JUNE	595,866	648,834	614,551	484,562	776,142	550,778	426,388	552,351	618,063		585,282	536,895
ANNUAL TOTAL	6,747,500	8,702,872	7,617,578	6,992,596	7,258,143	6,532,362	6,129,879	6,472,871	7,682,688	3,902,436	6,803,893	6,144,047
MONTHLY AVG	562,292	725,239	634,798	582,716	604,845	544,364	510,823	539,406	640,224	650,406	599,511	577,045
% OF INCREASE	7.7%	29.0%	-12.5%	-8.2%	3.8%	-10.0%	-6.2%	5.6%	18.7%	1.6%	2.96%	1.9%

**Town of Mansfield
Workers' Compensation Fund
Balance Sheet
December 31, 2022**
(with comparative totals for December 31, 2021)

	<u>2023</u>	<u>2022</u>
Assets		
Cash and Cash Equivalents	\$ 150,050	\$ 120,836
Accounts Receivable	-	-
	<u>150,050</u>	<u>120,836</u>
Total Assets	<u><u>150,050</u></u>	<u><u>120,836</u></u>
Liabilities and Fund Balance		
Liabilities		
Accounts Payable	-	-
	<u>-</u>	<u>-</u>
Total Liabilities	<u>-</u>	<u>-</u>
Retained Earnings	<u>150,050</u>	<u>120,836</u>
Total Liabilities and Fund Balance	<u><u>\$ 150,050</u></u>	<u><u>\$ 120,836</u></u>

Town of Mansfield
Workers' Compensation Fund
Comparative Statement of Revenues, Expenditures
and Changes in Fund Balance
December 31, 2022
(with comparative totals for December 31, 2021)

	<u>Budget</u> <u>2022/23</u>	<u>2023</u>	<u>Percent of</u> <u>Adopted</u> <u>Budget</u>	<u>2022</u>
Revenues				
Premium Income	\$ 475,800	\$ 237,900	50%	\$ 217,475
CIRMA Equity Distribution	-	-		
	<u>475,800</u>	<u>237,900</u>	50%	<u>217,475</u>
Total Revenues				
Expenditures				
Workers' Compensation Insurance	<u>465,000</u>	<u>330,357</u>	71%	<u>269,135</u>
Total Expenditures	<u>465,000</u>	<u>330,357</u>	71%	<u>269,135</u>
Net Income (Loss)	10,800	(92,457)		(51,660)
Retained Earnings, July 1	<u>242,507</u>	<u>242,507</u>		<u>172,495</u>
Retained Earnings, Dec 31	<u>\$ 253,307</u>	<u>\$ 150,050</u>		<u>\$ 120,835</u>

**Town of Mansfield
Management Services Fund
Balance Sheet
December 31, 2022**
(with comparative totals for December 31, 2021)

	<u>2023</u>	<u>2022</u>
Current Assets		
Cash and Cash Equivalents	\$ 1,134,917	\$ 1,307,724
Due From Region/Town	-	-
Accounts Receivable, net	-	-
	<u>1,134,917</u>	<u>1,307,724</u>
Total Current Assets	<u>1,134,917</u>	<u>1,307,724</u>
Fixed Assets		
Land	145,649	145,649
Buildings	226,679	226,679
Office Equipment	2,763,683	2,790,160
Construction in Progress	208,710	139,000
Less: Accumulated Depreciation	<u>(2,112,876)</u>	<u>(2,053,840)</u>
Total Fixed Assets	<u>1,231,845</u>	<u>1,247,649</u>
Total Assets	<u>\$ 2,366,763</u>	<u>\$ 2,555,373</u>
Liabilities and Retained Earnings		
Liabilities		
Accounts Payable	22,994	56,188
Accrued Payroll	29,341	-
Due to Internal Service Fund	-	-
	<u>52,335</u>	<u>56,188</u>
Total Liabilities	<u>52,335</u>	<u>56,188</u>
Equity		
Contributed Capital	146,000	146,000
Retained Earnings	<u>2,168,428</u>	<u>2,353,185</u>
Total Equity	<u>2,314,428</u>	<u>2,499,185</u>
Total Liabilities and Fund Balance	<u>\$ 2,366,763</u>	<u>\$ 2,555,373</u>

**Town of Mansfield
Management Services Fund
Statement of Revenues, Expenditures
and Changes in Retained Earnings
December 31, 2022
(with comparative totals for December 31, 2021)**

	<u>Budget 2022/23</u>	<u>2023</u>	<u>Percent of Adopted Budget</u>	<u>2022</u>
Revenues				
Copier Service Fees	\$ 180,500	\$ 89,772	49.7%	\$ 91,142
Communication Service Fees	215,691	107,788	50.0%	109,717
Energy Service Fees	1,406,671	687,280	48.9%	723,670
Postage Fees	45,000	21,802	48.4%	26,935
Shared Finance Fees	1,039,074	523,040	50.3%	479,460
Shared Info. Technology Fees	768,712	385,812	50.2%	388,685
Rent Telecom Towers	270,225	138,872	51.4%	95,225
Universal Services Fund	-	-		
Total Revenues	<u>3,925,873</u>	<u>1,954,366</u>		<u>1,914,833</u>
Expenditures				
Salaries & Benefits	1,677,892	796,372	47.5%	739,084
Repairs & Maintenance	59,510	4,073	6.8%	68,664
Professional & Technical	199,240	98,862	49.6%	91,138
System Support	167,240	111,514	66.7%	113,574
Copier Maintenance Fees	85,000	86,482	101.7%	
Communication Equipment	19,890	1,250	6.3%	2,307
Supplies and Software Licensing	409,257	124,629	30.5%	163,102
Equipment	143,103	20,361	14.2%	109,193
Energy	1,415,915	660,804	46.7%	553,337
Postage	41,100	18,234	44.4%	14,855
Miscellaneous	11,000	51,108	464.6%	4,485
Sub-Total Expenditures	<u>4,229,147</u>	<u>1,973,690</u>	46.7%	<u>1,859,739</u>
Depreciation	117,428	70,183	59.8%	70,788
Equipment Capitalized	-	-		-
Total Expenditures	<u>4,346,575</u>	<u>2,043,873</u>	47.0%	<u>1,930,527</u>
Net Income (Loss)	(420,702)	(89,507)		(15,694)
Retained Earnings, July 1	<u>2,403,936</u>	<u>2,403,936</u>		<u>2,514,879</u>
Retained Earnings, Dec. 31	<u>\$ 1,983,234</u>	<u>\$ 2,314,429</u>		<u>\$ 2,499,185</u>

**Town of Mansfield
Transit Services Fund
Balance Sheet
December 31, 2022**

	<u>Intermodal Center 2023</u>	<u>WRTD 2023</u>	<u>Total 2023</u>
Assets			
Cash and Cash Equivalents	\$ 162,055	\$ 36,730	\$ 198,785
Accounts Receivable	<u>-</u>	<u>-</u>	<u>-</u>
Total Assets	<u>162,055</u>	<u>36,730</u>	<u>198,785</u>
Liabilities and Fund Balance			
Liabilities			
Accounts Payable	<u>-</u>	<u>-</u>	<u>-</u>
Total Liabilities	<u>-</u>	<u>-</u>	<u>-</u>
Fund Balance	<u>162,055</u>	<u>36,730</u>	<u>198,785</u>
Total Liabilities and Fund Balance	<u>\$ 162,055</u>	<u>\$ 36,730</u>	<u>\$ 198,785</u>

**Town of Mansfield
Transit Services Fund - Combined
Comparative Statement of Revenues, Expenditures
and Changes in Fund Balance
December 31, 2022**

	Intermodal Center 2023	WRTD 2023	Total 2023
	<u>2023</u>	<u>2023</u>	<u>2023</u>
Revenues			
Rental Income	\$ 7,002	\$ -	\$ 7,002
Total Revenues	<u>7,002</u>	<u>-</u>	<u>7,002</u>
Expenditures			
Salaries & Benefits	-	-	-
Professional & Technical Services	58	-	58
Other Purchased Services	419	-	419
Office Supplies	-	-	-
Energy	-	-	-
Other General Expense	608	-	608
WRTD - Dial-A-Ride	-	20,411	20,411
WRTD - Windham Reg Transit District	-	37,107	37,107
WRTD - Pre-Paid Fare	-	202	202
WRTD - Disable Transport	-	10,131	10,131
Total Expenditures	<u>1,086</u>	<u>67,849</u>	<u>68,935</u>
Operating Transfers			
Transfer In - General Fund	<u>4,500</u>	<u>70,500</u>	<u>75,000</u>
Total Operating Transfers	<u>4,500</u>	<u>70,500</u>	<u>75,000</u>
Excess (Deficiency) of Revenues	10,416	2,651	13,067
Fund Balance, July 1	<u>151,638</u>	<u>34,080</u>	<u>185,718</u>
Fund Balance plus Cont. Capital, Dec 31	<u>\$ 162,055</u>	<u>\$ 36,730</u>	<u>\$ 198,785</u>

**Town of Mansfield
Cemetery Fund
Balance Sheet
December 31, 2022**
(with comparative totals for December 31, 2021)

	<u>2023</u>	<u>2022</u>
Assets		
Cash and Cash Equivalents	\$ 30,259	\$ 26,702
Investments	<u>201,520</u>	<u>252,462</u>
Total Assets	<u><u>231,779</u></u>	<u><u>279,165</u></u>
Liabilities and Fund Balance		
Liabilities		
Accounts Payable	<u>-</u>	<u>9,555</u>
Total Liabilities	<u>-</u>	<u>9,555</u>
Fund Balance		
Reserve for Perpetual Care	250,000	250,000
Reserve for Non-Expendable Trust	1,200	1,200
Unreserved	<u>(19,421)</u>	<u>18,410</u>
Total Fund Balance	<u>231,779</u>	<u>269,610</u>
Total Liabilities and Fund Balance	<u><u>\$ 231,779</u></u>	<u><u>\$ 279,165</u></u>

**Town of Mansfield
Cemetery Fund
Comparative Statement of Revenues, Expenditures
and Changes in Fund Balance
December 31, 2022**
(with comparative totals for December 31, 2021)

	<u>Budget 2022/23</u>	<u>2023</u>	<u>Percent of Adopted Budget</u>	<u>2022</u>
Revenues				
Dividend/Investment Income	\$ 3,500	\$ 3,036	87%	\$ 1,732
State Grant		3,332		
Unrealized Gain/Loss on Investments		(17,264)		1,106
Sale of Plots	<u>3,000</u>	<u>6,575</u>	219%	<u>3,100</u>
Total Revenues	<u>6,500</u>	<u>(4,320)</u>	-66%	<u>5,938</u>
Operating Transfers				
Transfer from General Fund	<u>26,500</u>	<u>13,250</u>	50%	<u>11,250</u>
Total Operating Transfers	<u>26,500</u>	<u>13,250</u>	50%	<u>11,250</u>
Total Rev & Oper Transfers	<u>33,000</u>	<u>8,930</u>	27%	<u>17,188</u>
Expenditures				
Salaries	6,600	2,274	34%	2,453
Cemetery Maintenance	13,500	0	0%	11,612
Mowing Service	<u>16,500</u>	<u>3,690</u>	22%	<u>14,455</u>
Total Expenditures	<u>36,600</u>	<u>5,964</u>	16%	<u>28,520</u>
Excess (Deficiency) of Revenues	(3,600)	2,966		(11,332)
Fund Balance, July 1	<u>228,813</u>	<u>228,813</u>		<u>280,942</u>
Fund Balance, Dec 31	<u>\$ 225,213</u>	<u>\$ 231,779</u>		<u>\$ 269,610</u>

**TOWN OF MANSFIELD
INVESTMENT POOL
AS OF DECEMBER 31, 2022**

	MARKET VALUE JUN 30, 2022	MARKET VALUE SEP 30, 2022	MARKET VALUE DEC 31, 2022	MARKET VALUE MAR 31, 2023	MARKET VALUE JUN 30, 2023	FISCAL 22/23 CHANGE IN VALUE	
<u>BOND FUNDS:</u>							
<u>T. ROWE PRICE</u>							
U.S. TREASURY LONG	97,313.37	87,616.08	86,662.30			(9,697.29)	-10%
<u>VANGUARD INVESTMENTS</u>							
GNMA FUND	118,434.17	112,455.77	114,858.00			(5,978.40)	-5%
TOTAL BOND FUNDS	215,747.54	200,071.85	201,520.30			(15,675.69)	
TOTAL INVESTMENTS	215,747.54	200,071.85	201,520.30			(15,675.69)	
	ok	(15,675.69)	1,448.45				

**Eastern Highlands Health District
General Fund
Balance Sheet
December 31, 2022**
(with comparative totals for December 31, 2021)

	<u>2023</u>	<u>2022</u>
Assets		
Cash and Cash Equivalents	\$ 664,965	\$ 762,733
Accounts Receivable	<u>377</u>	<u>377</u>
Total Assets	<u><u>665,343</u></u>	<u><u>763,111</u></u>
Liabilities and Fund Balance		
Liabilities		
Accounts Payable	<u>21,432</u>	<u>876</u>
Total Liabilities	<u>21,432</u>	<u>876</u>
Fund Balance	<u>643,911</u>	<u>762,235</u>
Total Liabilities and Fund Balance	<u><u>\$ 665,343</u></u>	<u><u>\$ 763,111</u></u>

**Eastern Highlands Health District
General Fund
Comparative Statement of Revenues, Expenditures
and Changes in Fund Balance
December 31, 2022
(with comparative totals for December 31, 2021)**

	Adopted Budget 2022/23	Amended Budget 2022/23	Percent of Adopted Budget		2022
			2023		
Revenues					
Member Town Contributions	\$ 464,620	\$ 451,502	\$ 232,312	50.0%	\$ 235,721
State Grants	206,500	206,500	206,500	100.0%	208,107
Septic Permits	48,950	48,950	31,635	64.6%	31,345
Well Permits	12,590	12,590	8,250	65.5%	7,000
Soil Testing Service	48,830	48,830	16,940	34.7%	24,930
Food Protection Service	82,500	82,500	9,617	11.7%	10,884
B100a Reviews	18,480	18,480	12,915	69.9%	11,620
Septic Plan Reviews	29,650	29,650	19,595	66.1%	20,785
Other Health Services	4,700	4,700	880	18.7%	871
Cosm Insp	6,800	6,800	5,525	81.3%	
Appropriation of Fund Balance	<u>38,577</u>	<u>17,360</u>	<u>-</u>	<u>0.0%</u>	<u>-</u>
Total Revenues	<u>962,197</u>	<u>927,862</u>	<u>544,169</u>	<u>56.6%</u>	<u>551,262</u>
Expenditures					
Salaries & Wages	648,735	648,735	309,008	47.6%	269,207
Grant Deductions	(63,514)	(63,514)	(48,181)	75.9%	(41,807)
Benefits	254,536	220,201	106,593	41.9%	113,657
Miscellaneous Benefits	14,000	14,000	5,608	40.1%	4,785
Insurance	14,800	14,800	10,368	70.1%	10,329
Professional & Technical Services	17,745	17,745	19,216	108.3%	9,308
Vehicle Repairs & Maintenance	2,500	2,500	1,475	59.0%	1,017
Health Reg*Admin Overhead	31,320	31,320	15,660	50.0%	15,045
Other Purchased Services	29,975	29,975	26,344	87.9%	21,581
Other Supplies	5,500	5,500	2,395	43.5%	(7,297)
Equipment - Minor	<u>3,600</u>	<u>3,600</u>	<u>2,080</u>	<u>57.8%</u>	<u>3,355</u>
Total Expenditures	<u>959,197</u>	<u>924,862</u>	<u>450,567</u>	<u>47.0%</u>	<u>399,180</u>
Operating Transfers					
Transfer to CNR Fund	<u>3,000</u>	<u>3,000</u>	<u>125,000</u>	<u>0.0%</u>	<u>-</u>
Total Exp & Oper Trans	<u>962,197</u>	<u>927,862</u>	<u>575,567</u>	<u>59.8%</u>	<u>399,180</u>
Excess (Deficiency) of Revenues	-	-	(31,398)		152,082
Fund Balance, July 1	<u>675,309</u>	<u>675,309</u>	<u>675,309</u>		<u>610,152</u>
Fund Balance plus Cont. Capital, Dec.31	<u>\$ 675,309</u>	<u>\$ 675,309</u>	<u>\$ 643,911</u>		<u>\$ 762,235</u>

Eastern Highlands Health District
Capital Non-Recurring Fund
Balance Sheet
December 31, 2022
(with comparative totals for December 31, 2021)

	<u>2023</u>	<u>2022</u>
Assets		
Cash and Cash Equivalents	\$ 231,230	\$ 125,980
Total Assets	<u>231,230</u>	<u>125,980</u>
Liabilities and Fund Balance		
Liabilities		
Accounts Payable	<u>-</u>	<u>-</u>
Total Liabilities	<u>-</u>	<u>-</u>
Fund Balance	<u>231,230</u>	<u>125,980</u>
Total Liabilities and Fund Balance	<u>\$ 231,230</u>	<u>\$ 125,980</u>

**Eastern Highlands Health District
Capital Non-Recurring Fund
Comparative Statement of Revenues, Expenditures
and Changes in Fund Balance
December 31, 2022
(with comparative totals for December 31, 2021)**

	<u>2023</u>	<u>2022</u>
Revenues		
General Fund	\$ -	\$ -
Total Revenues	<u>-</u>	<u>-</u>
Operating Transfers		
General Fund	<u>125,000</u>	<u>-</u>
Total Operating Transfers	<u>125,000</u>	<u>-</u>
Total Rev & Oper Trans	<u>125,000</u>	<u>-</u>
Expenditures		
Professional & Technical Services	-	-
Vehicles	23,882	-
Office Equipment	<u>-</u>	<u>-</u>
Total Expenditures	<u>23,882</u>	<u>-</u>
Excess (Deficiency) of Revenues	101,118	-
Fund Balance, July 1	<u>130,112</u>	<u>125,980</u>
Fund Balance plus Cont. Capital, Dec.31	<u>\$ 231,230</u>	<u>\$ 125,980</u>

Mansfield Downtown Partnership
Statement of Financial Position
December 31, 2022
(with comparative totals for December 31, 2021)

	2023	2022
Assets		
Cash & Cash Equivalents	\$ 436,010	\$ 427,287
Accounts Receivable	-	-
Total Assets	436,010	427,287
Liabilities		
Accrued Payroll	5,806	
Accounts Payable	8	9,889
Due to Mansfield	-	-
Total Liabilities	5,813	9,889
Fund Balance		
Contributed Capital	51,440	51,440
Unreserved	378,756	365,959
Total Fund Balance	430,197	417,399
Total Liabilities and Fund Balance	\$ 436,010	\$ 427,287

Mansfield Downtown Partnership
Statement of Revenues, Expenditures and
Changes in Fund Balance

Revenues	Actual 2013/14	Actual 2014/15	Actual 2015/16	Actual 2016/17	Actual 2017/18	Actual 2018/19	Actual 2019/20	Actual 2020/21	Actual 2021/22	Budget 2022/23	50% Actual Dec. 31	Percent of Adopted Budget
Intergovernmental												
Mansfield General Fund/CNR	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 132,000	\$ 132,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 160,000	\$ 80,000	50%
UConn	125,000	125,000	125,000	125,000	132,000	132,000	150,000	150,000	150,000	160,000	160,000	100%
Event Fees	-	-	-	-	20,000	-	-	-	-	-	-	-
Charges for Services	19,680	15,490	19,645	16,673	22,000	22,000	33,000	40,000	40,000	40,000	20,000	50%
Membership Fees	269,680	265,490	269,645	266,673	18,115	16,110	11,910	15,515	16,200	10,000	1,465	15%
Total Revenues					324,115	302,110	344,910	355,515	# 356,200	370,000	261,465	71%
Operating Expenditures												
Town Square Contribution	100,000	-	-	-	-	-	-	-	-	-	-	-
Salaries and Benefits	188,736	196,111	209,272	214,666	232,268	233,574	265,156	285,673	286,437	304,807	152,005	50%
Professional & Technical	22,937	15,909	21,969	28,845	22,280	21,175	12,480	28,634	41,310	17,975	15,287	85%
Office Rental	9,344	12,660	13,230	13,200	13,464	13,464	13,728	13,728	14,004	14,004	7,002	50%
Insurance	2,950	3,780	3,900	4,017	4,031	736	3,827	2,904	3,899	4,025	4,208	105%
Purchased Services	9,253	9,625	11,505	9,714	14,315	12,276	10,198	13,174	14,809	15,539	7,868	51%
Supplies & Services	3,768	644	1,280	1,277	679	640	573	816	631	750	363	48%
Contingency	-	-	-	-	-	-	-	-	-	2,500	-	-
Total Operating Expenditures	336,989	238,730	261,156	271,719	287,037	281,865	305,962	344,929	# 361,090	359,600	186,732	52%
Operating Income/(Loss)	(67,309)	26,760	8,489	(5,046)	37,078	20,245	38,948	10,586	(4,890)	10,400	74,733	
Fund Balance, July 1	290,603	223,294	250,054	258,543	253,497	290,575	310,820	349,768	360,353	355,464	355,464	
Fund Balance, End of Period	\$ 223,294	\$ 250,054	\$ 258,543	\$ 253,497	\$ 290,575	\$ 310,820	\$ 349,768	\$ 360,353	\$ 355,464	\$ 365,864	\$ 430,196	
Contribution Recap												
Mansfield	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 132,000	\$ 132,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 160,000	\$ 80,000	
UConn	125,000	125,000	125,000	125,000	132,000	132,000	150,000	150,000	150,000	160,000	160,000	
Total Contributions	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 264,000	\$ 264,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 320,000	\$ 240,000	

270 Fund Analysis

12/31/2022

		Balance			Balance
Activity	Responsible	7/1/2022	Revenues	Expenditures	12/31/2022
Goodwin Bequest	Town Manager/Council	5,769.68			5,769.68
Mansfield Uniform Shirts	T. Smith	34.45			34.45
Election Grants	S. Chaine	-	4,796.02		4,796.02
Historic Document Preservation	S. Chaine	21,298.76	10,176.00	(3,652.78)	27,821.98
Property Revaluation	C. Trahan	85,583.18	12,500.00		98,083.18
Neuter Assist/Education Fund	N. Nielsen	1,193.21	27.00		1,220.21
Animal Shelter Donations	N. Nielsen	887.62			887.62
Mansfield Fire Donations	F. Mitchell	6,812.36	1,297.00		8,109.36
Ambulance Services	F. Mitchell	-	330,477.15	(45,513.95)	284,963.20
FM Global Fire Prevention Grant	F. Mitchell	24.81			24.81
Corona Virus Relief PT 2	C. Trahan	3,185.86			3,185.86
Permitting/Enforcement Software	M. Ninteau/L.Painter	38,093.58	7,396.50		45,490.08
Maintenance-Sale of property	A. Corsen	4,268.50			4,268.50
Police Donations	Sgt Merrill	100.00			100.00
Town Square Activities	C. vanZelm	9,141.43	612.00	(3,537.75)	6,215.68
Downtown Partnership	C. vanZelm	2,799.17	1,500.00	(2,831.66)	1,467.51
MDP - Festival on the Green	C. vanZelm	25,101.61	11,225.00	(14,887.08)	21,439.53
Holiday DUI Enforcement	Sgt Merrill	(3,516.63)	36,091.50	(23,807.81)	8,767.06
Neighborhood Assist.Act-Energy	L. Painter	96.47			96.47
Neighborhood Assist.Act-Water Harvesting	L. Painter	36,144.71			36,144.71
Click It or Ticket Program	Sgt Merrill	607.84			607.84
Special Events - Private Duty	C. vanZelm	9,816.56	2,400.00	(2,703.10)	9,513.46
Town Square Concert Series	C. vanZelm	9,133.53	2,500.00	(7,659.00)	3,974.53
Paterson Square Events	C. vanZelm	46.61	50.00	(306.95)	(210.34)
Beautification Committee	Town Manager	420.65			420.65
Mansfield Bike Tour	C. vanZelm	7,472.07			7,472.07
Elderly Disabled Responsive Transp	P. Schneider	3,466.12	21,112.00	(8,342.84)	16,235.28
Nature's Medicine	C. vanZelm	70,032.49		(4,950.00)	65,082.49
ACHIEVE	R. Miller	406.47			406.47
Mansfield Holiday Fund - Key Bank	P. Schneider	550.00			550.00
Children's Grief Group	P. Schneider	695.43			695.43
Holiday Fund	P. Schneider	62,602.73	12,002.35		74,605.08
Camperships	P. Schneider	12,913.93			12,913.93
Rec. Program Scholarship Fund	J. O'Keefe	7,739.82	153.00		7,892.82
Local Prevention Council Grant-SERAC	P. Schneider	427.81	4,542.00	800.00	5,769.81
SERAC-Mini Opiod Grant PT2 19/20	P. Schneider	63.81			63.81
General Services - Special Needs	P. Schneider	16,049.31	535.00	(13,874.15)	2,710.16
Senior Programs	P. Schneider	10,677.48	22,758.64	(14,920.52)	18,515.60
TVCCA Senior Nutrition	P. Schneider	20.00			20.00
Senior Ctr Veteran's Day	P. Schneider	1,633.50	120.00	(1,769.85)	(16.35)
Senior Ctr - Herrmann Trust	P. Schneider	200.47			200.47
Senior Newsletter	P. Schneider	2,429.63	468.00	(392.90)	2,504.73
Senior Center Café & Library	P. Schneider	12,344.78	449.70	(1,420.25)	11,374.23
Youth Services Prog-MASP/SERAC Donation	P. Schneider	4,636.42	750.00		5,386.42
2020 Farm Viability Grant - HS	P. Schneider	5,806.76	1,525.00		7,331.76
Friends of Library	L. McDonough	11,109.61	10.00	(1,914.61)	9,205.00
Hall Bequest - Mansfield Public Library	L. McDonough	5,093.79			5,093.79
Hall Bequest - Doris Davis Garden	L. McDonough	8,071.88			8,071.88
Library Re-Sale/Contribution	L. McDonough	7,795.48	1,332.00	(875.00)	8,252.48
Library Connection Technology Grant	L. McDonough	3,558.14	2,168.71	(2,171.79)	3,555.06
IMLS ARPA 2021-2022	L. McDonough	-			-
Community Center - Teen Center	J. O'Keefe	14.34			14.34
Land Protection Program	S. Chaine	7,886.26	2,034.00		9,920.26
Comm Ctr Accessibility	J. O'Keefe	36.82			36.82
Mansfield Community Playground	J. O'Keefe	3.36			3.36
Bicentennial Pond Trail Design	J. O'Keefe	699.85			699.85
Mansfield Dog Park	J. O'Keefe	313.25			313.25
Gawlicki Family Foundation - MCC	J. O'Keefe	556.70			556.70
Community School of the Arts	J. O'Keefe	3,651.41			3,651.41
Comm Enrichment Grant-TLGV	L. Painter	2,995.59			2,995.59
MCC Before After Care Program	J. O'Keefe	3,500.00			3,500.00
CT Association for the Gifted	S. Patwa	86.93			86.93

270 Fund Analysis

12/31/2022

		Balance			Balance
Activity	Responsible	7/1/2022	Revenues	Expenditures	12/31/2022
Goodwin Special Ed Donations	P. Dart	1,140.00			1,140.00
MMS Summer School Program	P. Dart	6,722.00	7,000.00	(14,259.80)	(537.80)
Oak Grove School	P. Dart	5,663.74	7,500.00	(6,252.36)	6,911.38
CT Writing Project	P. Dart	464.98			464.98
Enriching Student Achievement	P. Dart	103,004.33		(1,189.40)	101,814.93
Goodwin Donations	P. Dart	995.27			995.27
Southeast School Donations	P. Dart	142.73			142.73
Mohegan Tribe Grant MMS	P. Dart	1,228.06		(57.81)	1,170.25
Special Education Grants/Tuition	S. Patwa/CT	653,906.20	32,865.80	(1,379.04)	685,392.96
Preschool Tuition	S. Patwa/CT'	51,592.34			51,592.34
Crepeau MMS Spec. ED.	S. Patwa/CT	991.40			991.40
Early Childhood Fund	P. Schneider	979.35			979.35
Goodwin Greenhouse Fund	P. Dart	205.12			205.12
Mohegan Tribe Challenge	P. Dart	360.12			360.12
Graustein Memorial Fund	P. Schneider	8.55			8.55
MPS Birthday Book Buddies	P. Dart	5,587.66			5,587.66
Tim Quinn Music Program	P. Dart	121.77			121.77
Mary Turcotte Fund	P. Dart	855.00			855.00
CAS Foundation-Endowment/Flanagan Grant	P. Dart	140.00			140.00
Southeast Buddy Bench	P. Dart	227.77			227.77
NE Dairy & Food Council Grant	P. Dart	133.54			133.54
Rachel Leclerc Spec. Education Fund	P. Dart	962.86			962.86
New Mansfield Elem -MASP Donation	P. Dart	40,000.00			40,000.00
Suzuki	P. Dart	21,242.51		(5,560.46)	15,682.05
Dorothy C. Goodwin Program	P. Dart	554.90			554.90
School Use Fund (62609)	P. Dart	9,455.16	117.00		9,572.16
Town Square	C. vanZelm	12,665.73			12,665.73
Recycle CT Foundation Grant	V. Walton	6.19			6.19
MLK Mural Project	Town Manager	0.04			0.04
Ossen Foundation Farm Grant	P. Schneider	6,396.77		(6,373.92)	22.85
Superintendent Retirement Party	P. Dart	(2,505.10)	2,013.50	(2,013.50)	(2,505.10)
		1,455,835.39	540,504.87	(191,818.28)	1,804,521.98

**Town of Mansfield
Debt Service Fund
Estimated Revenues, Expenditures and Changes in Fund Balance**

	19/20	20/21	21/22	22/23	23/24	24/25
	Actual	Actual	Actual	Projected	Projected	Projected
Revenues:						
Bond Premium			\$ 686,960			
Interest on Unspent Balance						
Total Revenues	-	-	686,960	-	-	-
Operating Transfers In - General Fund	410,250	700,000	730,000	1,361,390	1,600,000	1,750,000
Operating Transfers In - Board of Education	75,000					
Operating Transfers In - Sewer Oper Fund	310,709	251,250	243,750	236,250	228,750	221,250
Total Revenues and Operating Transfers In	795,959	951,250	1,660,710	1,597,640	1,828,750	1,971,250
Expenditures:						
Interest - Notes				171,900		
Principal Retirement - GOB 2011 & 2019	585,000	585,000	585,000	585,000	1,185,000	1,387,000
Interest - GOB 2011 & 2019	317,267	295,375	270,523	825,786	971,517	914,938
Issuance Costs (Notes & Bonds)		500	90,164	50,000		
Total Expenditures	902,267	880,875	945,687	1,632,686	2,156,517	2,301,938
Revenues and Other Financing Sources Over/(Under) Expend	(106,308)	70,375	715,023	(35,046)	(327,767)	(330,688)
Fund Balance, July 1	166,679	60,371	130,746	845,769	810,723	482,956
Fund Balance, June 30	<u>\$ 60,371</u>	<u>\$ 130,746</u>	<u>\$ 845,769</u>	<u>\$ 810,723</u>	<u>\$ 482,956</u>	<u>\$ 152,268</u>

**Town of Mansfield
Debt Service Fund
Estimated Revenues, Expenditures and Changes in Fund Balance**

	<u>25/26</u> <u>Projected</u>	<u>26/27</u> <u>Projected</u>	<u>27/18</u> <u>Projected</u>	<u>28/29</u> <u>Projected</u>	<u>29/30</u> <u>Projected</u>	<u>30/31</u> <u>Projected</u>
Revenues:						
Bond Premium						
Interest on Unspent Balance						
Total Revenues	-	-	-	-	-	-
Operating Transfers In - General Fund	1,900,000	1,790,000	1,760,000	1,760,000	1,750,000	1,675,000
Operating Transfers In - Board of Education						
Operating Transfers In - Sewer Oper Fund	213,750	209,250	204,750	200,250	195,750	191,250
Total Revenues and Operating Transfers In	2,113,750	1,999,250	1,964,750	1,960,250	1,945,750	1,866,250
Expenditures:						
Interest - Notes						
Principal Retirement - GOB 2011 & 2019	1,367,000	1,216,000	1,216,000	1,321,000	1,321,000	1,321,000
Interest - GOB 2011 & 2019	847,787	788,738	735,238	671,688	613,037	554,388
Issuance Costs (Notes & Bonds)						
Total Expenditures	2,214,787	2,004,738	1,951,238	1,992,688	1,934,037	1,875,388
Revenues and Other Financing Sources Over/(Under) Expend	(101,037)	(5,488)	13,512	(32,438)	11,713	(9,138)
Fund Balance, July 1	152,268	51,231	45,743	59,255	26,817	38,530
Fund Balance, June 30	\$ 51,231	\$ 45,743	\$ 59,255	\$ 26,817	\$ 38,530	\$ 29,392

**Town of Mansfield
Debt Service Fund
Estimated Revenues, Expenditures and Changes in Fund Balance**

	<u>31/32</u> <u>Projected</u>	<u>32/33</u> <u>Projected</u>	<u>33/34</u> <u>Projected</u>	<u>34/35</u> <u>Projected</u>	<u>35/36</u> <u>Projected</u>	<u>36/37</u> <u>Projected</u>
Revenues:						
Bond Premium						
Interest on Unspent Balance						
Total Revenues	-	-	-	-	-	-
Operating Transfers In - General Fund	1,675,000	1,685,000	1,640,000	1,620,000	1,580,000	1,550,000
Operating Transfers In - Board of Education						
Operating Transfers In - Sewer Oper Fund	186,750	182,250	177,750	173,250	168,750	164,250
Total Revenues and Operating Transfers In	1,861,750	1,867,250	1,817,750	1,793,250	1,748,750	1,714,250
Expenditures:						
Interest - Notes						
Principal Retirement - GOB 2011 & 2019	1,371,000	1,421,000	1,421,000	1,442,000	1,442,000	1,467,000
Interest - GOB 2011 & 2019	497,747	446,607	393,467	348,988	303,757	258,528
Issuance Costs (Notes & Bonds)						
Total Expenditures	1,868,747	1,867,607	1,814,467	1,790,988	1,745,757	1,725,528
Revenues and Other Financing Sources Over/(Under) Expend	(6,997)	(357)	3,283	2,262	2,993	(11,278)
Fund Balance, July 1	29,392	22,395	22,038	25,321	27,583	30,576
Fund Balance, June 30	<u>\$ 22,395</u>	<u>\$ 22,038</u>	<u>\$ 25,321</u>	<u>\$ 27,583</u>	<u>\$ 30,576</u>	<u>\$ 19,298</u>

**Town of Mansfield
Debt Service Fund
Estimated Revenues, Expenditures and Changes in Fund Balance**

	<u>37/38</u>	<u>38/39</u>
	<u>Projected</u>	<u>Projected</u>
Revenues:		
Bond Premium		
Interest on Unspent Balance		
	<hr/>	
Total Revenues	-	-
	<hr/>	
Operating Transfers In - General Fund	1,533,300	1,480,000
Operating Transfers In - Board of Education		
Operating Transfers In - Sewer Oper Fund	159,570	154,870
	<hr/>	
Total Revenues and Operating Transfers In	1,692,870	1,634,870
	<hr/>	
Expenditures:		
Interest - Notes		
Principal Retirement - GOB 2011 & 2019	1,467,000	1,468,000
Interest - GOB 2011 & 2019	211,839	164,861
Issuance Costs (Notes & Bonds)		
	<hr/>	
Total Expenditures	1,678,839	1,632,861
	<hr/>	
Revenues and Other Financing Sources Over/(Under) Expend	14,031	2,009
	<hr/>	
Fund Balance, July 1	19,298	33,329
	<hr/>	
Fund Balance, June 30	<u>\$ 33,329</u>	<u>\$ 35,338</u>

**Town of Mansfield
Serial Bonds Summary
Schools and Town
as of December 31, 2022**

	<u>Schools</u>	<u>Town</u>	<u>Total</u>
Balance at July 1, 2022	\$ 1,077,000	\$ 32,598,000	\$ 33,675,000
Issued During Period			
Retired During Period			
Balance at December 31, 2022	<u>\$ 1,077,000</u>	<u>\$ 32,598,000</u>	<u>\$ 33,675,000</u>

Changes in Bonds and Notes Outstanding

	<u>Serial Bonds</u>	<u>BAN's</u>	<u>Promissory Note</u>	<u>Total</u>
Balance at July 1, 2022	\$ 22,120,000	\$ 11,555,000	\$ -	\$ 33,675,000
Debt Issued				
Debt Retired				
Balance at December 31, 2022	<u>\$ 22,120,000</u>	<u>\$ 11,555,000</u>	<u>\$ -</u>	<u>\$ 33,675,000</u>

<u>Description</u>	<u>Original Amount</u>	<u>Payment Date</u>		<u>Bonds</u>	<u>BAN's</u>	<u>Total</u>
		<u>P & I</u>	<u>I</u>			
2011 Town General Oblig. Bond	1,485,000	3/15	9/15	422,500		422,500
2011 Town Sewer Purpose Bond	330,000	3/15	9/15	112,500		112,500
2011 School General Oblig. Bond	1,025,000	3/15	9/15	325,000		325,000
2019 Town General Oblig. Bond	482,000	3/1	9/1	408,000		408,000
2019 Town Sewer Purpose Bond	6,000,000	3/1	9/1	5,100,000		5,100,000
2019 School General Oblig. Bond	873,000	3/1	9/1	752,000		752,000
2022 Town General Purpose Obligation Bo	15,000,000	5/15	11/15	15,000,000		15,000,000
2022 Town Bond Anticipation Notes*	11,555,000	5/16			11,555,000	11,555,000
	<u>\$ 36,750,000</u>			<u>\$ 22,120,000</u>	<u>\$ 11,555,000</u>	<u>\$ 33,675,000</u>

**Town of Mansfield
Detail of Debt Outstanding
Schools and Town
As of December 31, 2022**

	Original Amount	Balance 12/31/22
Schools:		
Consists of -		
2011 General Obligation Bonds:		
MMS Heating Conversion	\$ 1,025,000	\$ 325,000
2019 General Obligation Bonds:		
MMS Gymnasium Renovation	873,000	752,000
2022 General Obligation Bonds		
Mansfield Elementary School & Middle School Ro	15,000,000	15,000,000
2022 Bond Anticipation Notes		
Mansfield Elementary School & Middle School Ro	11,555,000	11,555,000
Schools Outstanding Debt	28,453,000	27,632,000
 Town:		
Consists of -		
2011 General Obligation Bonds:		
Community Center Air Conditioning	173,620	55,000
Hunting Lodge Road Bikeway	105,250	30,500
Salt Storage Shed	263,130	81,500
Storrs Rd/Flaherty Rd Streetscape Improvements	302,000	93,500
Various Equipment Purchases	93,000	-
Facility Improvements	40,000	-
Transportation Facility Improvements	130,000	43,000
Stone Mill Rd/Laurel Lane Bridge Replacements	378,000	119,000
2019 General Obligation Bonds:		
Open Space	482,000	408,000
2011 Sewer Purpose Obligation Bonds:		
Four Corners Sewer Design	330,000	112,500
2019 Sewer Purpose Obligation Bonds:		
Four Corners Sewer Project	6,000,000	5,100,000
Town Outstanding Debt	8,297,000	6,043,000
Total Debt Outstanding	\$ 36,750,000	\$ 33,675,000

**Town of Mansfield
Summary of Investments
December 31, 2022**

Health Insurance Fund

Institution	Principal	Average Rate of Interest	Date of Purchase	Date of Maturity	Accrued Interest 12/31/22
State Treasurer	\$ 2,706,296	1.71%	Various	Various	\$
Total Accrued Interest @ 12/31/22					\$
Interest Received 7/1/22 - 12/31/22					<u>39,728</u>
Total Interest, Health Insurance Fund @ 12/31/22					<u>\$ 39,728</u>

All Other Funds

Institution	Principal	Average Rate of Interest	Date of Purchase	Date of Maturity	Accrued Interest 12/31/22
State Treasurer	\$ 38,295,681	1.71%	Various	Various	\$
Total Accrued Interest @ 12/31/22					\$
Interest Received 7/1/22 - 12/31/22					<u>609,131</u>
Total Interest, General Fund, 12/31/22					<u>\$ 609,131</u>

Town of Mansfield
Memo

DATE: January 10th, 2023
 To: Ryan Aylesworth, Town Manager
 Cherie Trahan, Interim Director of Finance
 From: Jerl Casey, Collector of Revenue
 Subject: Amounts and % of Collections for 07/01/2022 to 12/31/2022 comparable to 07/01/2021 to 12/31/2021 and 07/01/2020 to 12/31/2020

	GRAND LIST 2021	ADJUSTMENTS	ADJUSTED LIST	PAID	% PAID	OPEN BALANCE AS OF 12/31/2022	% OPEN
RE	26,118,252.80	(31,586.50)	26,086,666.30	(16,328,119.64)	63%	9,758,546.66	37%
STORRS CENTER RE	3,608,277.60		3,608,277.60	(2,244,635.62)	62%	1,363,641.98	38%
PER	2,987,304.46	(14,200.82)	2,973,103.64	(1,745,566.54)	59%	1,227,537.10	41%
STORRS CENTER PP	106,600.38	(1,731.06)	104,869.32	(56,631.85)	54%	48,237.47	46%
MV	3,231,690.62	(76,300.01)	3,155,390.61	(2,907,270.43)	92%	248,120.18	8%
DUE	36,052,125.86	(123,818.39)	35,928,307.47	(23,282,224.08)	65%	12,646,083.39	35%
MVS							
TOTAL	36,052,125.86	(123,818.39)	35,928,307.47	(23,282,224.08)	65%	12,646,083.39	35%

PRIOR YEARS COLLECTION
July 1, 2021 to June 30 2022

Suspense Collections	1,783.15	Suspense Interest Less Fees	1,791.28
Prior Years Taxes	<u>138,105.84</u>	Interest and Lien Fees	<u>93,999.88</u>
	<u>139,888.99</u>		<u>95,791.16</u>

	GRAND LIST 2020	ADJUSTMENTS	ADJUSTED LIST	PAID	% PAID	OPEN BALANCE AS OF 12/31/2021	% OPEN
RE	26,723,194.15	3,398.83	26,726,592.98	(17,354,857.16)	65%	9,371,735.82	35%
STORRS CENTER RE	3,787,332.12		3,787,332.12	(2,415,434.35)	64%	1,371,897.77	36%
PER	2,904,154.89	(7,237.20)	2,896,917.69	(1,689,770.93)	58%	1,207,146.76	42%
STORRS CENTER PP	107,377.57	-	107,377.57	(60,004.37)	56%	47,373.20	44%
MV	2,670,719.23	(30,554.77)	2,640,164.46	(2,432,348.40)	92%	207,816.06	8%
DUE	36,192,777.96	(34,393.14)	36,158,384.82	(23,952,415.21)	66%	12,205,969.61	34%
MVS							
TOTAL	36,192,777.96	(34,393.14)	36,158,384.82	(23,952,415.21)	66%	12,205,969.61	34%

PRIOR YEARS COLLECTION
July 1, 2021 to June 30 2022

Suspense Collections	3,363.86	Suspense Interest Less Fees	3,894.99
Prior Years Taxes	<u>130,381.32</u>	Interest and Lien Fees	<u>88,887.99</u>
	<u>133,745.18</u>		<u>92,782.98</u>

	GRAND LIST 2019	ADJUSTMENTS	ADJUSTED LIST	PAID	% PAID	OPEN BALANCE AS OF 12/31/2020	% OPEN
RE	26,470,681.94	20,990.20	26,491,672.14	(16,971,910.81)	64%	9,519,761.33	36%
STORRS CENTER RE	3,491,302.22		3,491,302.22	(2,113,610.65)	61%	1,377,691.57	39%
PER	2,707,371.79	(7,131.44)	2,700,240.35	(1,573,092.86)	58%	1,127,147.49	42%
STORRS CENTER PP	23,758.82	-	23,758.82	(15,949.43)	67%	7,809.39	33%
MV	2,542,649.99	(31,640.19)	2,511,009.80	(2,267,680.70)	90%	243,329.10	10%
DUE	35,235,764.76	(17,781.43)	35,217,983.33	(22,942,244.45)	65%	12,275,738.88	34.9%
MVS							
TOTAL	35,235,764.76	(17,781.43)	35,217,983.33	(22,942,244.45)	65%	12,275,738.88	35%

PRIOR YEARS COLLECTION
July 1, 2020 to June 30 2021

Suspense Collections	1,493.44	Suspense Interest Less Fees	1,622.59
Prior Years Taxes	<u>174,677.68</u>	Interest and Lien Fees	<u>89,609.75</u>
	<u>176,171.12</u>		<u>91,232.34</u>

Notes: Tax collections are a on a par with 2020 and 2021 at this time. There were a few larger adjustments to RE and MV this fall. I believe the RE adjustment was due to a court or bankruptcy order and there seemed to a value issue with some of the MV accounts from July. Collections seem to be holding pretty steady

Mansfield Board of Education
Special Education Reserve Fund Running Balance
As of December 31, 2022

	July 1, Beg. Balance	Revenues	Usage	June 30, Ending Bal.	Net Actual (Usage)/Incr Budget Usage	
FY 2023/24 (Proposed)	\$ 735,495	\$ 30,000		\$ 765,495		
FY 2022/23 (Budget)	705,498	30,000		735,498	30,000	
FY 2021/22	597,655	113,518	(5,675)	705,498	107,843	
FY 2020/21	559,327	41,506	(3,178)	597,655	38,328	\$ (30,000)
FY 2019/20	522,823	41,983	(5,479)	559,327	36,504	-
FY 2018/19	343,035	191,836	(12,048)	522,823	179,788	(25,000)
FY 2017/18	350,714	97,321	(105,000)	343,035	(7,679)	(50,000)
FY 2016/17	413,527	76,187	(139,000)	350,714 ⁽¹⁾	(62,813)	(94,000)
FY 2015/16	295,591	235,936	(118,000)	413,527	117,936	(50,000)
FY 2014/15	506,406	257,185	(468,000)	295,591	(210,815)	(135,000)
FY 2013/14	467,929	271,477	(233,000)	506,406	38,477	(250,000)
FY 2012/13	573,063	257,693	(362,827)	467,929	(105,134)	(350,000)
FY 2011/12	646,181	306,801	(379,919)	573,063	(73,118)	(235,240)
FY 2010/11	556,703	262,047	(172,569)	646,181	89,478	(60,000)
FY 2009/10	283,273	273,430		556,703	273,430	
FY 2008/09	280,407	152,866	(150,000)	283,273	2,866	
FY 2007/08	168,129	112,278		280,407	112,278	

⁽¹⁾ Balance includes \$44,000 in reserves in the event Durham liquidated damages is contested as well as \$50,000 for the FY 17/18 budget.

Mansfield Board of Education
Special Education Trending Analysis
As of December 31, 2022

	Actual 2020/21	Actual 2021/22	Budget 2022/23	Estimated 2022/23
Gross Revenues:				
State Agency & Excess Cost Grant	\$ 6,474	\$ 83,978	\$ -	\$ -
Medicaid Reimbursement	26,486	25,918	-	40,000
Title VIB Deduction	30,000	30,000	30,000	30,000
Reserve Fund	-	-	-	-
Total Revenues	<u>62,960</u>	<u>139,896</u>	<u>30,000</u>	<u>70,000</u>
Gross Expenditures:				
Outplacement Tuition	\$ 252,035	\$ 364,592	352,000	352,000
Transportation Costs	73,118	135,271	150,000	150,000
Instruction	1,635,547	1,727,780	1,837,530	1,837,530
Administration	309,686	322,701	339,120	339,120
Total Expenditures	<u>2,270,386</u>	<u>2,550,344</u>	<u>2,678,650</u>	<u>2,678,650</u>
Actual Net Income/(Cost)	<u>\$ (2,207,426)</u>	<u>\$ (2,410,448)</u>	<u>\$ (2,648,650)</u>	<u>\$ (2,608,650)</u>
Adopted Budget:				
Outplacement Tuition	152,000	177,000	352,000	352,000
Transportation Costs	120,000	70,000	120,000	120,000
Instruction	1,649,970	1,601,180	1,837,530	1,837,530
Administration	307,830	317,100	339,120	339,120
Net Budgeted Expenditures	<u>2,229,800</u>	<u>2,165,280</u>	<u>2,648,650</u>	<u>2,648,650</u>
Net Excess/(Shortage)	\$ 22,374	\$ (245,168)	\$ -	\$ 40,000
Budgetary Increase				

Town of Mansfield ~CT 54078~



TOWN OF MANSFIELD REVENUE SUMMARY BY SOURCE

FOR 2023 06

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
1005 Town General Fund						
4123 Accounting & Disbursements						
43348 Motor Vehicle Tax Reimburse	-228,580	0	-228,580	.00	-228,580.00	.0%
43351 Pilot - State Property	-10,471,300	0	-10,471,300	-8,243,673.65	-2,227,626.35	78.7%
43352 Pilot - Select Payment	-2,630,450	0	-2,630,450	-5,368,459.55	2,738,009.55	204.1%
43361 Pilot - Senior Housing	0	0	0	-809.60	809.60	100.0%
43371 Municipal Stabilization Grant	-661,280	0	-661,280	-661,283.00	3.00	100.0%
46101 Interest Income	-50,000	0	-50,000	-609,131.25	559,131.25	1218.3%
48817 Telecom Services Payment	-30,000	0	-30,000	.00	-30,000.00	.0%
48890 Other	-2,500	0	-2,500	-30.00	-2,470.00	1.2%
TOTAL Accounting & Disbursements	-14,074,110	0	-14,074,110	-14,883,387.05	809,277.05	105.8%
4125 Animal Control						
44222 Redemption/Release Fees	-2,760	0	-2,760	-2,725.00	-35.00	98.7%
44525 Animal Adoption Fees	-410	0	-410	-125.00	-285.00	30.5%
48824 Sale of Supplies	0	0	0	-3.00	3.00	100.0%
TOTAL Animal Control	-3,170	0	-3,170	-2,853.00	-317.00	90.0%
4131 Property Assessment						
43369 Veterans Reimb	-3,630	0	-3,630	-3,446.31	-183.69	94.9%
44106 Copies of Records	-110	0	-110	.00	-110.00	.0%
TOTAL Property Assessment	-3,740	0	-3,740	-3,446.31	-293.69	92.1%
4135 Revenue Collections						
41901 Current Year Levy	-35,472,496	0	-35,472,496	-23,218,930.15	-12,253,565.85	65.5%
41902 Prior Year Levy	-250,000	0	-250,000	-137,230.49	-112,769.51	54.9%
41903 Interest & Lien Fees	-170,000	0	-170,000	-93,991.43	-76,008.57	55.3%

Town of Mansfield ~CT 54078~

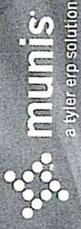


TOWN OF MANSFIELD REVENUE SUMMARY BY SOURCE

FOR 2023 06

	ORIGINAL ESTIM REV	ESTIM REV ADJUSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
41904 Motor Vehicle Supplement	-370,000	0	-370,000	-199,78	-369,800.22	.1%
41905 susp. Coll. Taxes - Trnsc.	-6,500	0	-6,500	-1,783.15	-4,716.85	27.4%
41906 Susp. Coll. Int. - Trnsc.	-7,500	0	-7,500	-1,791.28	-5,708.72	23.9%
41909 Collection Fees	-18,750	0	-18,750	-7,980.00	-10,770.00	42.6%
43152 Payment in Lieu of Taxes	-4,940	0	-4,940	.00	-4,940.00	.0%
43362 Disability Exempt Reimb	-1,000	0	-1,000	-983.65	-16.35	98.4%
43394 Judicial Revenue Distribution	-1,800	0	-1,800	-1,935.00	135.00	107.5%
44106 Copies of Records	-10	0	-10	-68.50	58.50	685.0%
TOTAL Revenue Collections	-36,302,996	0	-36,302,996	-23,464,893.43	-12,838,102.57	64.6%
4143 Information Technology						
49928 School Cafeteria	-2,550	0	-2,550	-1,275.00	-1,275.00	50.0%
TOTAL Information Technology	-2,550	0	-2,550	-1,275.00	-1,275.00	50.0%
4147 Town Clerk						
41204 Conveyance Tax	-190,000	0	-190,000	-146,774.52	-43,225.48	77.2%
42241 Sport Licenses	-40	0	-40	-18.00	-22.00	45.0%
42261 Dog Licenses	-7,900	0	-7,900	-5,644.50	-2,255.50	71.4%
42271 Misc Licenses & Permits	-1,590	0	-1,590	-1,250.00	-340.00	78.6%
44102 Recording of Records	-65,000	0	-65,000	-24,277.00	-40,723.00	37.3%
44106 Copies of Records	-19,880	0	-19,880	-4,984.50	-14,895.50	25.1%
44501 Vital Statistics	-12,000	0	-12,000	-6,424.00	-5,576.00	53.5%
TOTAL Town Clerk	-296,410	0	-296,410	-189,372.52	-107,037.48	63.9%
4153 Planning & Development						
42210 Subdivision Permits	-150	0	-150	.00	-150.00	0%
42211 Zoning/Special Permits	-20,000	0	-20,000	-24,860.00	4,860.00	124.3%
42212 ZBA Applications	-400	0	-400	-500.00	100.00	125.0%
42214 IWA Permits	-2,500	0	-2,500	-3,835.00	1,335.00	153.4%
42231 Adm. Cost Reimb-Permits	-200	0	-200	-122.00	-78.00	61.0%
44103 Zoning Regulations	-100	0	-100	-125.00	25.00	125.0%
48895 Consultant Fees Reimbursement	-40,000	0	-40,000	-56,558.00	16,558.00	141.4%
TOTAL Planning & Development	-63,350	0	-63,350	-86,000.00	22,650.00	135.8%

Town of Mansfield ~CT 54078~



TOWN OF MANSFIELD REVENUE SUMMARY BY SOURCE

FOR 2023 06

	ORIGINAL ESTIM REV	ESTIM REV ADJUSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
4201 Police Services						
43354 Circuit Court - State Tickets	-500	0	-500	-100.00	-400.00	20.0%
44201 Police Service	-44,200	0	-44,200	-2,497.89	-41,702.11	5.7%
45705 Town Prk Fines-Storrs Center	-8,000	0	-8,000	206.45	-8,206.45	-2.6%
45713 Nuisance Ordinance	-15,000	0	-15,000	-4,750.00	-10,250.00	31.7%
45717 Possession Alcohol Ordinance	-300	0	-300	.00	-300.00	.0%
45718 Open Liquor Container Ordin	-1,700	0	-1,700	.00	-1,700.00	.0%
TOTAL Police Services	-69,700	0	-69,700	-7,141.44	-62,558.56	10.2%
4207 Emergency Management						
43365 Emerg Mgmt Performance Grant	-12,900	0	-12,900	33,435.50	-46,335.50	-259.2%
TOTAL Emergency Management	-12,900	0	-12,900	33,435.50	-46,335.50	-259.2%
4213 Building Inspection						
42201 Building Permits	-160,000	0	-160,000	-317,575.26	157,575.26	198.5%
42232 Housing Code Permits	-175,000	0	-175,000	-108,140.50	-66,859.50	61.8%
42233 Housing Code Penalties	-1,000	0	-1,000	-200.00	-800.00	20.0%
42234 Landlord Registrations	-2,500	0	-2,500	-820.00	-1,680.00	32.8%
44044 Parking Plan Review Fee	-500	0	-500	-595.00	95.00	119.0%
44106 Copies of Records	-250	0	-250	-62.00	-188.00	24.8%
45711 Landlord Registration Penalty	-100	0	-100	.00	-100.00	.0%
45715 Ordinance Violation Penalty	-15,000	0	-15,000	-20,992.10	5,992.10	139.9%
TOTAL Building Inspection	-354,350	0	-354,350	-448,384.86	94,034.86	126.5%
4219 Fire Prevention						
42271 Misc Licenses & Permits	-200	0	-200	-60.00	-140.00	30.0%
44099 Fire Safety Code Fees	-20,000	0	-20,000	-5,589.30	-14,410.70	27.9%
TOTAL Fire Prevention	-20,200	0	-20,200	-5,649.30	-14,550.70	28.0%
4302 PW Admin/Super/Operations						

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Town of Mansfield ~CT 54078~



TOWN OF MANSFIELD REVENUE SUMMARY BY SOURCE

FOR 2023 06

	ORIGINAL ESTIM REV	ESTIM REV ADJUSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
42223 Sewer Permits	-250	0	-250	.00	-250.00	.0%
42224 Road Permits	-1,500	0	-1,500	-750.00	-750.00	50.0%
43350 State Support - Town	-200	0	-200	.00	-200.00	.0%
44050 Blue Prints	-200	0	-200	-5.00	-195.00	2.5%
44071 Day Care Grounds Maintenance	-22,145	0	-22,145	-11,072.50	-11,072.50	50.0%
44078 Celeron Sq Assoc Bikepath Mai	-2,700	0	-2,700	.00	-2,700.00	.0%
TOTAL PW Admin/Super/Operations	-26,995	0	-26,995	-11,827.50	-15,167.50	43.8%
4313 Equipment Maintenance						
44010 Charge For Services	-3,500	0	-3,500	-1,434.73	-2,065.27	41.0%
TOTAL Equipment Maintenance	-3,500	0	-3,500	-1,434.73	-2,065.27	41.0%
4340 Facilities Management						
44404 Scrap Metals	0	0	0	-946.00	946.00	100.0%
48828 Rent - E.O. Smith/Depot Campu	0	0	0	-17,500.00	17,500.00	100.0%
TOTAL Facilities Management	0	0	0	-18,446.00	18,446.00	100.0%
4501 Library Services						
43357 Library - Connecticut/111	-13,900	0	-13,900	.00	-13,900.00	.0%
44010 Charge For Services	-1,000	0	-1,000	-460.67	-539.33	46.1%
44051 Notary Fees	-220	0	-220	-4.80	-215.20	2.2%
45103 Fines On Overdue Books	-50	0	-50	-66.80	16.80	133.6%
45104 Lost & Damaged Books/Material	-1,260	0	-1,260	-206.78	-1,053.22	16.4%
TOTAL Library Services	-16,430	0	-16,430	-739.05	-15,690.95	4.5%
4700 Education						
43301 Education Assistance	-9,459,720	0	-9,459,720	-2,364,931.00	-7,094,789.00	25.0%
TOTAL Education	-9,459,720	0	-9,459,720	-2,364,931.00	-7,094,789.00	25.0%

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Town of Mansfield ~CT 54078~



TOWN OF MANSFIELD REVENUE SUMMARY BY SOURCE

FOR 2023 06

	ORIGINAL ESTIM REV	ESTIM REV ADJUSTMS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT COLL
TOTAL Town General Fund	-60,710,121	0	-60,710,121	-41,456,345.69	-19,253,775.31	68.3%
GRAND TOTAL	-60,710,121	0	-60,710,121	-41,456,345.69	-19,253,775.31	68.3%

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Town of Mansfield ~CT 54078~



TOWN OF MANSFIELD EXPENDITURE SUMMARY BY ACTIVITY

FOR 2023 06

	ORIGINAL APPROP	TRANSFERS/ADJUSTMS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
1005 Town General Fund							
4101 Legislative	118,330	0	118,330	76,563.47	27,000.00	14,766.53	87.5%
4115 Municipal Management	318,810	0	318,810	175,297.35	20,321.47	123,191.18	61.4%
4117 Finance Administration	530,840	0	530,840	265,420.00	.00	265,420.00	50.0%
4125 Animal Control	138,950	0	138,950	59,058.53	.00	79,891.47	42.5%
4130 Central Services	71,720	0	71,720	32,477.14	21,451.81	17,791.05	75.2%
4131 Property Assessments	283,880	0	283,880	134,165.21	205.82	149,508.97	47.3%
4135 Revenue Collections	212,670	0	212,670	100,128.62	.00	112,541.38	47.1%
4139 Town Attorney	82,500	0	82,500	37,819.30	51,680.70	-7,000.00	108.5%
4141 Municipal Mgmt/Human Resources	160,010	0	160,010	81,861.80	1,665.10	76,483.10	52.2%
4142 Employee Benefits	3,964,400	1,873	3,966,273	1,968,110.33	71,236.76	1,926,925.91	51.4%
4143 Information Technology	264,250	0	264,250	132,125.00	.00	132,125.00	50.0%
4147 Town Clerk	252,850	0	252,850	121,823.45	11,610.81	119,415.74	52.8%
4153 Planning & Development	489,350	6,730	496,080	147,038.81	9,588.00	339,453.19	31.6%
4157 Insurance	241,130	39,202	280,332	185,527.21	46,551.39	48,253.40	82.8%
4161 Probate	10,000	0	10,000	9,722.13	.00	277.87	97.2%
4168 Boards and Commissions	11,360	0	11,360	2,714.47	.00	8,645.53	23.9%
4197 General Elections	120,230	0	120,230	69,682.23	806.50	49,741.27	58.6%
4201 Police Services	1,916,190	0	1,916,190	93,186.75	1,007.19	1,821,996.06	4.9%
4203 Fire & Emergency Services	2,555,480	29,079	2,584,559	1,398,605.20	76,093.50	1,108,859.91	57.1%
4207 Emergency Management	75,860	0	75,860	44,080.61	1,008.00	30,771.39	59.4%
4213 Building Inspection	461,770	0	461,770	224,442.91	2,765.46	234,561.63	49.2%
4219 Fire Prevention	221,470	0	221,470	90,191.02	10,810.36	120,468.62	45.6%
4231 Fire & Emergency Service Admin	0	0	0	455.00	.00	-455.00	100.0%
4302 PW Admin/Super/Operations	2,054,860	25,188	2,080,048	977,739.94	15,734.96	1,086,572.79	47.8%
4303 Road Services	0	0	0	743.14	.00	-443.14	100.0%
4305 Engineering	234,760	1,932	236,692	104,657.49	.00	132,034.51	44.2%
4315 Equipment Maintenance	590,950	0	590,950	280,272.34	22,463.03	288,214.63	51.2%
4340 Facilities Management	1,181,080	17,713	1,198,793	533,511.55	151,243.61	494,037.81	58.8%
4401 Health Regulation & Inspection	151,420	0	151,420	75,707.78	.00	75,712.22	50.0%
4427 Human Services	1,018,980	0	1,018,980	437,475.94	3,777.23	577,726.83	43.3%
4428 Grants to Area Agencies	64,250	0	64,250	41,500.00	.00	22,750.00	64.6%
4434 Youth Services	0	0	0	1,531.23	.00	-1,531.23	100.0%
4501 Library Services	1,009,060	6,981	1,016,041	486,659.65	39,116.05	490,265.78	51.7%
9800 Contingency	340,480	0	340,480	.00	.00	340,480.00	0%
9925 Other Financing Uses	5,566,690	0	5,566,690	2,783,345.00	.00	2,783,345.00	50.0%
TOTAL Town General Fund	24,714,580	128,698	24,843,278	11,193,340.60	600,099.75	13,049,837.40	47.5%
GRAND TOTAL	24,714,580	128,698	24,843,278	11,193,340.60	600,099.75	13,049,837.40	47.5%

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Town of Mansfield ~CT 54078~



MANSFIELD BOARD OF EDUCATION EXPENDITURES DISTRICT WIDE BY PROGRAM

FOR 2023 06

	ORIGINAL APPROP.	TRANSFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
1010 Board General Fund							
611010 General Instruction	8,024,050	0	8,024,050	3,206,921.95	.00	4,817,128.05	40.0%
611020 English	53,300	1,154	54,454	15,298.28	4,864.24	34,291.38	37.0%
611040 World Languages	7,990	0	7,990	1,854.13	29.99	6,105.88	23.6%
611050 Health & Safety	5,500	0	5,500	.00	187.50	5,312.50	3.4%
611060 Physical Education	14,360	0	14,360	6,638.68	1,015.54	6,705.78	53.3%
611070 Art	17,120	0	17,120	4,607.84	4,427.29	12,084.87	29.4%
611080 Mathematics	23,940	0	23,940	9,044.15	269.75	14,626.10	38.9%
611090 Music	69,030	0	69,030	11,554.55	3,919.46	53,555.99	22.4%
611100 Science	29,980	0	29,980	7,772.16	369.81	21,838.03	27.2%
611110 Social Studies	17,140	0	17,140	5,570.22	820.22	10,749.56	37.3%
611150 Information Technology	212,990	4,073	217,063	139,550.31	5,909.91	71,603.08	67.0%
611220 Life & Consumer Science	10,580	0	10,580	5,517.37	169.52	4,893.11	53.8%
611230 Technology Education	17,750	0	17,750	9,529.84	2,389.72	5,830.44	67.2%
612010 Special Ed Instruction	1,837,530	0	1,837,530	793,172.95	428.36	1,043,928.69	43.2%
612040 Pre-Kindergarten	408,060	0	408,060	188,394.86	538.64	219,126.50	46.3%
613100 Remedial Reading/Math	397,120	0	397,120	144,041.25	455.63	252,623.12	36.4%
614000 Summer School	455,570	0	455,570	133,468.14	.00	322,101.86	29.3%
616000 Tuition Payments	64,200	0	64,200	63,837.02	29.96	333.02	99.5%
619000 Central Services	397,000	0	397,000	156,179.35	254,788.00	-13,967.35	103.5%
621020 School Counseling	79,710	0	79,710	15,836.61	9,939.75	53,933.64	32.3%
621030 Health Services	220,120	0	220,120	87,381.50	818.66	131,919.84	40.1%
621040 Outside Eval/Contracted serv	170,710	0	170,710	77,142.49	732.10	92,835.41	45.6%
621050 Speech & Language	227,000	0	227,000	34,490.00	129,537.52	62,972.48	72.3%
621080 Psychological Services	282,280	0	282,280	132,356.11	195.31	149,728.58	47.0%
622010 Curriculum Development	339,770	0	339,770	130,456.41	.00	209,313.59	38.4%
622020 Professional Development	164,900	0	164,900	70,915.90	70.19	93,913.91	43.0%
623020 Media Services	40,800	4,650	45,450	6,388.90	1,159.62	37,901.48	16.6%
624010 Library	55,330	0	55,330	11,089.57	1,127.79	43,112.64	22.1%
624010 Board of Education	293,140	3,549	296,689	117,661.15	12,668.00	166,359.41	43.9%
624020 Superintendent's Office	295,190	0	295,190	214,909.66	29,666.81	50,613.53	82.9%
624040 Special Education Admin	516,040	73,292	589,332	390,730.87	19,396.36	179,204.77	69.6%
625200 Principals' Office Services	339,120	0	339,120	185,966.59	15.99	153,137.42	54.8%
625210 Support Services - Central	1,139,580	22,632	1,162,212	624,214.28	1,961.12	536,036.49	53.9%
625230 Field Studies	13,830	0	13,830	263.68	502.24	13,064.08	5.5%
626010 Business Management	13,500	0	13,500	.00	1,318.40	12,181.60	9.8%
627100 Plant Operations - Building	690,000	0	690,000	361,466.06	21,763.34	306,770.60	55.5%
628010 Regular Transportation	1,432,624	6,554	1,439,178	662,731.25	111,258.18	658,634.18	54.0%
628020 Spec Ed Transportation	1,162,570	0	1,162,570	575,983.17	725,900.72	-139,313.89	112.0%
628030 After School Program	120,000	0	120,000	42,100.00	110,330.00	-32,430.00	127.0%
634300 After School Program	43,830	0	43,830	6,192.99	.00	37,637.01	14.1%

Town of Mansfield ~CT 54078~



MANSFIELD BOARD OF EDUCATION EXPENDITURES DISTRICT WIDE BY PROGRAM

FOR 2023 06

	ORIGINAL APPROP	TRANFRS/ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
634400 Athletic Program	38,690	0	38,690	9,395.60	4,650.15	24,644.25	36.3%
680000 Employee Benefits	4,174,340	1,913	4,176,253	2,050,670.70	70,035.88	2,055,546.42	50.8%
690000 Transfers Out To Other Funds	53,560	0	53,560	26,780.00	.00	26,780.00	50.0%
TOTAL Board General Fund	23,963,290	117,816	24,081,106	10,738,076.54	1,529,661.67	11,813,368.05	50.9%
GRAND TOTAL	23,963,290	117,816	24,081,106	10,738,076.54	1,529,661.67	11,813,368.05	50.9%

** END OF REPORT - Generated by patricia ball **



**Town of Mansfield
Agenda Item Summary**

A handwritten signature in blue ink, reading "Ryan J. Aylesworth".

To: Town Council
From: Ryan J. Aylesworth, Town Manager
CC: John C. Carrington, Public Works Director; Derek Dilaj, Assistant Town Engineer, Cherie Trahan, Director of Finance
Date: February 13, 2023
Re: Local Transportation Capital Improvement Program (LOTICIP) Request to Capitol Region Council of Governments (CRCOG) – Baxter Road Rehabilitation

Subject Matter/Background

The Capitol Region Council of Governments (CRCOG) is inviting municipalities to submit proposals for Transportation Improvement Projects for funding under the Local Transportation Capital Improvement Program. Currently, CRCOG is reserving \$33.75 million for this purpose. This competitive solicitation represents the first step in the application process. Following receipt of proposals, CRCOG will complete a review and rating of proposals for Transportation Committee and Policy Board endorsement. Selected applications will be submitted to CTDOT for potential approval in the form of a Commitment to Fund Letter. This solicitation assumes the continuation of current LOTICIP funding levels and therefore, at this time, selection under this solicitation does not guarantee funding.

The Department of Public Works would like to submit a proposal for Baxter Road rehabilitation which will include resurfacing and widening of the road to allow demarcation of safe areas for pedestrians and cyclists.

In accordance with The Finance Department Policies and Procedures Manual, dated April 2015, the Budget Analyst performed a cost-benefit analysis and the Finance Director and I approve submission for this grant.

Financial Impact

The grant will fund 100% of the project costs.

Legal Review

Not required at this time.

Recommendation

Staff requests the Town Council approve the submission of LOTCIP request for Baxter Road resurfacing.

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

Move to approve the submittal of the grant request for Baxter Road Rehabilitation to the Capitol Region Council of Governments (CRCOG) as a Transportation Improvement Project for funding under the Local Transportation Capital Improvement Program.

Attachments

- 1) Grant application



Connecticut Department of Transportation



Local Transportation Capital Improvement Program Application

Municipality:	Mansfield	COG:	CRCOG
Route/Road:	Baxter Road		
Project Title:	Baxter Road Rehabilitation		
Roadway Functional Classification (if applicable):	Urban Collector		
COG Contact Information:	Sotoria Montanari	Program Manager	
	Name	Title	
	860-724-4220	smontanari@crcog.org	
	Phone Number	Email	
Municipal Contact Information:	John C Carrington	Director of Public Works	
	Name	Title	
	860-429-3331	dpw@mansfieldct.org	
	Phone Number	Email	

The applicant must answer the questions below which are intended to address basic issues about existing conditions, project management, project costs, impacts on private property, utilities, wetlands, etc. You may provide your answer in the space provided below or submit separate answer sheets. **It is important that the application be as thorough as possible, as missing information will delay the review process. All project-related sections must be completely filled out or the application will be returned and will require resubmittal.**

The intent of the application is to establish eligibility, service life, and to ensure the Municipality is considering all pertinent aspects associated with major infrastructure improvements consistent with the purpose and need of the project.

(A) Project Information

1. Select the type of proposed improvement (select all that apply):

Please note: The entire application must be completed for all projects in addition to any necessary supplemental sections (K through P) as determined by the type of project.

- Roadway Geometric Improvement
- Stand-Alone Sidewalk Construction
- Bicycle/Pedestrian Improvement, including Multi-Use Trail Facilities
- Intersection Improvement

Provide additional information as required in section L

- Bridge Rehabilitation/Replacement

Provide additional information as required in section M

- Major Drainage Improvement

Provide additional information as required in section N

- Pavement Structure Improvement

Provide additional information as required in section O

- Traffic Signal Replacement/Upgrade/New Installation/Coordination

Provide additional information as required in section P

- Other (please specify): _____

Provide additional information as required in section Q

2. Describe the purpose and need of the project (i.e., what are the problems to be corrected?). Please provide adequate detail to clearly convey the nature of the problem(s) to be corrected. Provide photographs to document the existing conditions and support the purpose and need. (Attachments acceptable)

Baxter Road is an urban collector road frequented by pedestrians and cyclists. The current pavement is in need of major rehabilitation. The road is too narrow and is not safe for pedestrians and cyclists. It is frequently used by UConn students to get to their off campus dwellings. The purpose of the project is to resurface approximately 4,500 ft along Baxter Road between Route 44 and Route 195 to include widening to improve safety for pedestrian and cyclists. The primary distresses for this segment are edge cracking, longitudinal cracking, and fatigue/alligator cracking. Due to these types of stresses with moderate severity levels and extensiveness, Major Rehabilitation is recommended for this segment. Major rehabilitation is needed to treat severe cracking and potholing as well as poor rideability. A road surface rating (RSR) of 60 was calculated for this segment.

3. Provide a project description, including project limits and length, that specifically describe how the proposed improvements will correct the problem(s) identified in the purpose and need. Describe what alternative(s) were considered. (Attachments acceptable)

The project includes resurfacing of approximately 4,500 ft along Baxter Road between Route 44 and Route 195 to include widening to improve safety for pedestrian and cyclists. A wider road will allow for a marked area for pedestrians and cyclists.

4. Provide concept plans of the proposed improvement. The plans must be sufficiently developed and provide enough detail on a scaled drawing (including aerial photography base mapping if possible) to identify the following:

Inc. N/A

- Project location
 - Limits of project
 - Approximate limits and extent of any pavement widening or realignment
 - Proposed number of lanes, widths, and arrangements
 - Approximate limits and extent of any anticipated ROW acquisitions (based on available ROW information from Assessors maps, GIS data, etc.)
 - Structures (e.g., Retaining walls, bridges)
 - Watercourses
 - Typical Cross Section including lane and shoulder widths, pavement structure, etc.
5. Have the improvements at this location been previously submitted to the Department for funding? No Yes

If yes, when and under what program?

6. Have any other Federal or State funding sources been applied for or awarded for the improvements at this location?

If yes, please list source, amount, and when awarded in detail below:

No

7. Does the project impact any State-owned Facilities (e.g., roads, bridges, etc.)?
 No Yes

If yes, describe the impacts:

The roadway is a cut through between Route 195 (Storrs Road) and Route 44 (Middle Turnpike) and will require minor improvements to the roads intersections with the state roadways.

8. In the area of the project, are there any known proposed developments?
 No Yes

If yes, describe the proposed developments:

The four corners region (intersection of Routes 195 and 44) has many proposed multi-family properties.

9. Design Standards to be used:

- Established municipal standards
 AASHTO Policy on Geometric Design of Highways and Streets
 Connecticut Department of Transportation Highway Design Manual
 AASHTO LRFD Bridge Design Specifications and Connecticut Department of Transportation Bridge Design Manual
 Other, please specify: _____

(B) Rights of Way

1. Are any Right of Way (ROW) impacts anticipated? No Yes

If yes, describe the nature, extent, and type of impacts:

Minor temporary easements will be required for installation of cross culverts connecting both sides of the roadway and replacement of existing cross country pipe.

2. If ROW acquisitions will be required, who does the Municipality plan to have perform acquisition activities?
- Municipal staff Consultant hired by Municipality State
3. If ROW acquisitions are to be performed by the Municipality's staff or their consultant, will the Municipality be seeking reimbursement for ROW costs?
- No Yes

(C) Utilities

1. List all utilities within the project area, including their owners.

<u>Overhead</u>	<u>Underground</u>
Telephone - Frontier	None
Power - Eversource	
Cable - Charter Communications	

2. Are any utility impacts anticipated? No Yes

If yes, explain the nature and extent of the impacts:

Minor relocations of utility poles may be required to obtain setbacks from roadway during the widening process.

Note: Costs associated with utility betterments/upgrades that are not required to accommodate the proposed transportation improvement are not eligible project costs.

3. Have the utility companies been contacted to identify any plans to expand or improve existing utilities that would compromise the service life of the proposed improvements?

No Yes

If yes, describe any proposed improvements and their schedule:

(D) Storm water drainage system and under drains

1. Do any existing storm water drainage problems exist? No Yes

If yes, describe the problem(s):

2. Is any storm water drainage system work anticipated, including any new or modified drainage outlets? No Yes

If yes, explain the nature and extent of the improvements:

3. Are there any existing watercourse crossings that are proposed to be modified, rehabilitated, or replaced as part of the project? No Yes

If yes, indicate the type of improvement needed and the reason for it. Please also indicate if any existing watercourse crossings have inadequate hydraulic capacity:

(E) Rail Crossings

1. Are there any railroad crossings that are likely to be impacted as part of the project?

- No Yes
 At-grade
 Grade separated

If yes, describe impacts and any necessary modifications:

(F) Pedestrian/Bicycle Safety and Mobility

1. Complete and attach the Department's Bicycle and Pedestrian Needs Assessment Form to this application (a copy of this form is included in Appendix D). In accordance with Connecticut General Statutes, Section 13a-153f, and the Department's focus on accommodating non-motorized travel modes, accommodation of all users shall be a routine part of the planning, design, construction, and operating activities of all highways. The need for inclusion of accommodations for bicyclists and pedestrians, including those with disabilities, must be reviewed for every project, regardless of funding source.

(G) Traffic

The information below needs to be provided or reviewed (as specified) by the designer for all project types except for stand-alone sidewalk projects and bicycle/pedestrian improvements, and multi-use trail facilities that do not involve pedestrian crossings

1. Volumes

Provide existing and 20-year Projected ADTs and Turning Volumes. Refer to the Preliminary Engineering/Preliminary Design section for guidance on traffic volumes.

2. Crash Experience

Provide a summary of crash experience using the most current three-year data, including a crash summary diagram, and analysis noting any discernable crash patterns.

3. Traffic Signals

Review the existing traffic signal plans for projects involving signalized intersections

4. Speed Data

Provide 85th percentile speeds in the project area

Provide all posted speed limits in the project area

(H) Environmental Resource Involvement

Refer to Application Process/Preliminary Project Submittals - Information provided by the Department for more information.

1. Parks, Cemeteries, Historic Structures

- a. Are there any parks, cemeteries, or historic structures that are likely to be affected by the project? No Yes

If yes, describe the type and extent of the anticipated impact.

2. Wetlands

- a. Are there any wetlands that are likely to be affected by the project?

No Yes

If yes, describe the type and extent of the anticipated impact.

Temporary easements will be necessary for water handling and extensions of the roadway

3. Hazardous or Contaminated Sites

- a. Has the potential for hazardous or contaminated sites and materials in the project area been investigated? No Yes

If yes, describe the type and extent of the anticipated impact.

(I) Public Involvement

Refer to Preliminary Engineering/Project Design - Public Involvement section for more information.

1. Has public involvement been conducted? No Yes

If yes, describe the public involvement effort, when it was conducted, and any public support or opposition to the project:

If no, describe the planned public involvement effort should the project move forward:

If project is approved, we will hold an evening public information session with the affected residents.

(J) Cost Estimate

1. Attach a preliminary cost estimate identifying:
 - a. Approximate quantities and assumed unit prices of the major contract items
 - b. An allowance for minor items (percentage of a)
 - c. Standard lump sum items (e.g., clearing and grubbing, mobilization, construction staking, maintenance and protection of traffic), as applicable (percentages of a + b)
 - d. Total contract items (a + b + c)
 - e. Contingencies (10% of d)
 - f. Incidentals to construction, (e.g., construction inspection, materials testing) (10% of d)
 - g. Rights of Way costs
 - h. Eligible utility relocation costs (in accordance with CGS 13a-98f)
Note: Costs associated with utility betterments/upgrades that are not required to accommodate the proposed transportation improvement are not eligible project costs
 - i. Total project costs (d + e + f + g + h)

Sample cost estimate form provided in Appendix C and the Excel spreadsheet is available for download from the Department's LOTCIP webpage:

<https://portal.ct.gov/DOT/Office-of-Engineering/Highway-Design---Local-Roads---LOTCIP>

Refer to the Department's most current Cost Estimating Guidelines for cost estimate guidance or use town-generated unit prices. The anticipated costs for each phase of the project shall be well documented and based on reasonable anticipated costs.

The guidelines are located at:

<https://portal.ct.gov/DOT/Engineering-Applications/Submissions---Cost-Estimating>

ADDITIONAL INFORMATION TO BE PROVIDED BASED ON IMPROVEMENT TYPE SELECTED IN SECTION (A)1:

(K) Roadway Geometric Improvements

Proposed Design Speed

(L) Intersection Improvements

Capacity Analyses (For build and no-build conditions using existing and projected traffic volumes).*

(M) Bridge Rehabilitation/Replacement

Latest Condition Report

(N) Major Drainage Improvement

Material, Age, Hydraulic adequacy assessment of existing drainage system (Condition Report, post-cleaning is preferred)

(O) Pavement Structure Improvement

The level of investigation will be dependent upon the proposed improvements. **Cores or test pits must be performed** such that a representative sample of the existing roadway condition is obtained. If varying pavement conditions exist along the roadway indicating the possibility of different pavement conditions, a test pit should be performed in each roadway section. **Pavement thickness and type, sub-base thickness and type**, and the presence of fines and/or groundwater must be noted. Attach the data obtained. If full depth reconstruction is proposed, cores or test pits may be required to justify the scope of the proposed improvements.

Approximate percentage of heavy vehicles: _____

What is the existing pavement type, condition, and thickness?

What is the anticipated pavement design? Describe the type and depth of each course including the base that is suitable for the ADT and percentage of heavy vehicles. Does it meet current design standards? Describe the cross-section (e.g., lanes and shoulder widths, etc.).

Describe how the service life requirement for the proposed pavement design was determined:

(P) Traffic Signal Replacement/Upgrade/New Installation/Coordination

Who is/will be responsible for ownership, maintenance, and electrical costs

Age of existing signals

Capacity Analyses (For build and no-build conditions using existing and projected traffic volumes)*

Warrant Analysis for new signals

Systems Engineering Analysis Form (SEAFORM) for Intelligent Transportation Systems (ITS) projects

(Q) Other

To be determined based on type of improvement proposed.

***Capacity Analysis:** For the purposes of this application, a simplified analysis may be performed for signalized intersections that do not require detailed assumptions, proprietary software or specialized traffic engineering skills. The “Quick Estimation Method” is described in detail in the 2010 Highway Capacity Manual, with accompanying worksheets that can be completed by hand. A brief description of the method is also described in Section 3.3.6 of the FHWA Signal Timing Manual, where it is referred to as a “Critical Movement Analysis.” The relevant section of the FHWA publication can be accessed at: <http://ops.fhwa.dot.gov/publications/fhwahop08024/chapter3.htm>

This simplified analysis will yield an approximate critical volume/capacity ratio that can be used to assess overall operation of the intersection. The build and no-build conditions should be analyzed for the existing and projected traffic volumes.

APPLICATION SUBMISSION

This application and supporting documents must be submitted by the Municipality to their COG. At such time when the application is to be forwarded to the Department of Transportation by the COG, it must be forwarded electronically to:

Hugh.Hayward@ct.gov

Mr. Hugh H. Hayward, P.E.
Department of Transportation
2800 Berlin Turnpike
P.O. Box 317546
Newington, CT 06131-7546

Prepared by: _____ Date: _____

Name, Title, and stamp of Responsible P.E. (Municipal or Consultant)

Signature

(Stamp)

Reviewed/Recommended by: _____ Date: _____

Name and Title of Municipal Chief Administrative Officer

Signature

Endorsed/Recommended by: _____ Date: _____

Name and Title of COG Executive Director

Signature

Construction Cost Estimate for LOTCIP Application

2023 CRCOG LOTCIP PROJECT SOLICITATION

Baxter Road Resurfacing Project

Major and Minor Contract Items

FOR PAVEMENT PRESERVATION/REHABILITATION/RECONSTRUCTION PROJECTS:

→ IF THE PROPOSED PROJECT RECEIVED A PAVEMENT CONDITION AND REHABILITATION NEEDS ASSESSMENT FROM CRCOG, OR IF THE PROPOSED PROJECT CONCEPT DOES NOT INCLUDE A COMPLETE PAVEMENT DESIGN WITH SUPPORTING CALCULATIONS, TRAFFIC DATA, AND INVESTIGATIVE SAMPLING INFORMATION (AS REQUIRED), SELECT THE PAVEMENT REHABILITATION CATEGORY DETERMINED FOR THE PROJECT AND ENTER THE TOTAL PAVEMENT AREA (IN S.Y.) IN THE "QUANTITY" FOR THAT CATEGORY. NEXT, PROCEED TO ITEMIZATION OF OTHER MAJOR CONTRACT ITEMS BELOW.

→ IF THE PROPOSED PROJECT CONCEPT INCLUDES A COMPLETE PAVEMENT DESIGN WITH SUPPORTING CALCULATIONS, TRAFFIC DATA, AND INVESTIGATIVE SAMPLING INFORMATION (AS REQUIRED), DISREGARD THIS SECTION AND PROCEED DIRECTLY TO FULL ITEMIZATION OF ALL MAJOR CONTRACT ITEMS.

FOR ALL OTHER PROJECT TYPES:

Category	Description	Unit	Quantity	Unit \$	Total Cost
1	PAVEMENT PRESERVATION	S.Y.	0	\$ 8.00	\$ -
2	MINOR REHABILITATION	S.Y.	0	\$ 34.00	\$ -
3	MAJOR REHABILITATION	S.Y.	11,000	\$ 63.00	\$ 693,000.00
4	FULL DEPTH RECONSTRUCTION	S.Y.	0	\$ 95.00	\$ -

→ ITEMIZE MAJOR CONTRACT ITEMS BELOW AND ASSIGN UNIT PRICES FROM THE "2023 CRCOG UNIT PRICES GUIDE" TAB. IF A PAVEMENT QUANTITY WAS ENTERED IN ONE OF THE CATEGORIES ABOVE, THIS ITEMIZATION SHOULD NOT INCLUDE THE PAVEMENT ITEMS ALREADY ACCOUNTED IN THE UNIT PRICE FOR THAT CATEGORY. SEE THE "2023 CRCOG UNIT PRICES GUIDE" TAB IN THIS WORKBOOK FOR ADDITIONAL INFORMATION ON THE ITEMS INCLUDED WITHIN EACH CATEGORY.

Item No.	Item	Unit	Quantity	Unit \$	Total Cost
0209001	FORMATION OF SUBGRADE	S.Y.	2000	\$ 4.00	\$ 8,000.00
0212000	SUBBASE	C.Y.	840	\$ 54.00	\$ 45,360.00
0304002	PROCESSED AGGREGATE BASE	C.Y.	170	\$ 58.00	\$ 9,860.00
0406171	HMA S0.5	Ton	710	\$ 135.00	\$ 95,850.00
0406172	HMA S0.375	Ton	690	\$ 140.00	\$ 96,600.00
0406236	MATERIAL FOR TACK COAT	Gal	250	\$ 10.00	\$ 2,500.00
0202000	EARTH EXCAVATION	C.Y.	500	\$ 38.00	\$ 19,000.00
0202100	ROCK EXCAVATION	C.Y.	10	\$ 120.00	\$ 1,200.00
0586001.10	TYPE 'C' CATCH BASIN - 0' - 10' DEEP	EA	8	\$ 5,000.00	\$ 40,000.00
0686000.15	15" R.C. PIPE - 0' - 10' DEEP	L.F.	1200	\$ 100.00	\$ 120,000.00
0686000.24	24" R.C. PIPE - 0' - 10' DEEP	L.F.	190	\$ 150.00	\$ 28,500.00
0686000.30	36" R.C. PIPE - 0' - 10' DEEP	L.F.	45	\$ 240.00	\$ 10,800.00
0910300	METAL BEAM RAIL (R-B MASH)	L.F.	165	\$ 35.00	\$ 5,775.00
0911923	R-B END ANCHORAGE - TYPE I	EA.	4	\$ 2,000.00	\$ 8,000.00
0911923	SEDIMENTATION CONTROL SYSTEM	L.F.	800	\$ 7.00	\$ 5,600.00
0219011	SEDIMENT CONTROL AT CATCH BASIN	EA.	4	\$ 150.00	\$ 600.00
0922500	BITUMINOUS CONCRETE DRIVEWAY	S.Y.	450	\$ 85.00	\$ 38,250.00
0922501	BITUMINOUS CONCRETE DRIVEWAY	S.Y.	450	\$ 70.00	\$ 31,500.00
0944000	FURNISHING AND PLACING TOPSOIL	S.Y.	4000	\$ 10.00	\$ 40,000.00
0950005	TURF ESTABLISHMENT	S.Y.	4000	\$ 3.00	\$ 12,000.00
0970007	TRAFFICPERSON (UNIFORMED FLAGGER)	HR.	640	\$ 60.00	\$ 38,400.00
				\$ -	\$ -
				\$ -	\$ -
				\$ -	\$ -

→ INSERT ADDITIONAL LINES ABOVE AS REQUIRED FOR THE PROJECT. CONFIRM THE SUMMATION FORMULA FOR THE "MAJOR ITEMS SUBTOTAL" (LINE "A") INCLUDES ALL ROWS ABOVE.

A	Major Items Subtotal			\$ 1,350,795
B	Minor Items Subtotal (25% for all projects at the application phase)	25	% of Line "A"	\$ 337,699
C	Major and Minor Contract Items Subtotal (A + B)			\$ 1,688,494

Construction Cost Estimate for LOTCIP Application

2023 CRCOG LOTCIP PROJECT SOLICITATION

Baxter Road Resurfacing Project

Other Item Allowances

→ ASSIGN PERCENTAGES FOR MAJOR LUMP SUM ITEMS BASED ON LOTCIP RANGES & PROJECT SPECIFICS (AVG 2022 LOTCIP VALUES SHOWN)			
Clearing and Grubbing (LOTICIP Range: 0.5% - 8%)	2	% of Line "C"	\$ 33,770
M & P of Traffic (LOTICIP Range 1.5% - 8%)	3.5	% of Line "C"	\$ 59,097
Mobilization and Project Closeout (LOTICIP Range: 2% - 10%)	5	% of Line "C"	\$ 84,425
Construction Surveying (LOTICIP Range: 0.5% - 2%)	1	% of Line "C"	\$ 16,885
D Other Items Subtotal			\$ 194,177
E CONTRACT SUBTOTAL (C + D)			\$ 1,882,671

Inflation Costs (Simple Method)

→ UPDATE "DATE OF ESTIMATE" & "ANTICIPATED BID DATE" VALUES FOR THE PROJECT IN THE GREEN CELLS (PLACEHOLDER DATES SHOWN)			
Date of Estimate	Jan-23		
Anticipated Bid Date	Feb-25		
Annual Inflation (5%; defaults to 0% for bid date < 1 yr)	5.0%		
F Inflation Subtotal	10.5%	of Line "E"	\$ 197,680
G TOTAL CONTRACT COST ESTIMATE (E + F) (Rounded to nearest \$1000)			\$ 2,080,000

LOTICIP Project Costs Summary			
Contract Cost Estimate (Line "G")			\$ 2,080,000
Contingencies (10% FOR ALL PROJECTS - DO NOT REVISE)	10%		\$ 208,000
Incidentals (10% FOR ALL PROJECTS - DO NOT REVISE)	10%		\$ 208,000
Rights-of-Way (ROW)	LS	Enter Estimated ROW Costs→	\$ 10,000
Utility Adjustments (LIMITED TO LOTCIP-PARTICIPATING COSTS)	LS	Enter Estimated Utility Costs→	\$ -
TOTAL PROJECT COST			\$ 2,506,000



**Town of Mansfield
Agenda Item Summary**

A handwritten signature in blue ink, which appears to read "Ryan J. Aylesworth".

To: Town Council
From: Ryan Aylesworth, Town Manager
Cc: Allen Corson, Director of Facilities Management; Jennifer Kaufman, Director of Planning and Development; Cherie Trahan, Interim Director of Finance
Date: February 13, 2023
Re: ARPA Funding Allocation – Municipal Facilities Needs Assessment

Subject Matter/Background

In 2021/2022, the Town of Mansfield contracted TSKP Studios (architecture and design firm) to conduct a Municipal Facilities Needs Assessment and Programmatic Use Study. The study entailed investigating 12 existing town facilities, with a particular focus on evaluating the extent to which the size, layout, condition, location, and other pertinent characteristics of existing buildings were enabling these facilities to meet their respective purposes. Additionally, the needs assessment entailed conducting a preliminary examination of alternatives, including options for renovation or expansion and/or the relocation and development of new facilities to the extent that existing facilities were ultimately found to be ill-equipped to meet present and/or projected future operating needs. A general budget matrix was provided by TSKP for various scenarios. The summary of the preliminary findings and initial analysis of alternative options was presented to the Town Council in mid-September 2022 with no expressed prioritization or specific recommendations at that time. The goal at that time was to simply provide the Council with an understanding of the issues with several prominent existing facilities and overview the alternatives that were being actively explored as potentially viable options.

The next step in this important multi-phase project is to develop and implement a *comprehensive public engagement strategy* that vets the various options with residents and stakeholders to prioritize projects and tradeoffs and obtain public engagement data around which options are most favorable and would be supported by the public. The goals of this phase of the work are twofold: (1) provide in-depth information about existing facility conditions/constraints to education and familiarize the public with respect to the challenges and deficiencies associated with existing municipal facilities, and; (2) evaluate which facility upgrade projects are most viable, responsive to the needs/desires of our residents, and would have the greatest support from and generate the most value to the community. It should be noted that this public feedback could result in the Town analyzing new/different options that have not been vetted up to this point.

To this end, the Town of Mansfield will retain a public engagement firm or specialist to develop a public engagement strategy that consists of a combination of in-person and

virtual public engagement events, interviews, and focus groups in order to gain both qualitative and quantitative data around the (a) public understanding of existing municipal facilities needs, and (b) public support for various preliminary municipal facility upgrade concepts that have already been developed.

The selected firm will appropriately coordinate with TSKP Studios and local officials to ensure effective presentation/delivery of preliminary findings and renderings to date, as well as coordinate with additional concurrent public engagement efforts across other town planning efforts so as not to create engagement fatigue or confusion within the community. Attention will need to be given to reaching stakeholders and constituencies (i.e., vulnerable populations) that are frequently more challenging to engage.

The selected public engagement firm would then work with the Town to develop a strategy for preparing and communicating validity and support for key projects as the process transitions to the third phase of the project, which is in-depth schematic design work and generation of refined project budget estimates that can inform pre-referendum planning as necessary.

The primary objective for this stage of the process is for the Town to educate residents about the condition, challenges and viability of existing facilities that have been studied, and obtain in-depth/rich feedback from the community about how well various alternative options for upgrading municipal facilities will meet present/future needs and resident expectations before any final policy/funding recommendations are presented to the Town Council for its consideration and prior to any arrangements potentially being made to move forward with a future bond referendum to finance these projects.

Key aspects of the envisioned community engagement process include:

- Stakeholder identification
- Develop engagement action plan that will reach a representative portion of community members
- Plan and lead all in-person and digital engagement events
- Provide communication and marketing materials to promote public engagement events so that they are well attended
- Coordinate with TSKP Studios and other town public engagement efforts
- Deliver final report with public engagement data (both quantitative and qualitative) on the public support of the top projects
- Assist in preparing content and data pertaining to those high-priority projects that will ultimately be the focus of schematic design and cost estimation prior to a potential referendum

Fiscal Impact

“Phase 1” of the Municipal Facilities Needs Assessment project was funded by the Town Council in FY 2021/2022 at a total value of \$55,000. This work is now primarily complete.

In March 2022, the Town Manager presented a series of written recommendations to the Town Council relative to specific proposed uses of the funding being allocated to the Town

of Mansfield via the American Rescue Plan Act (ARPA). Of this roughly \$7.5 million in total ARPA funds, the Town Manager recommended that the Town Council authorize the use of \$150,000 in ARPA funds (to be paired with \$75,000 from the Town's capital budget for a total budget of \$225,000) for "Phase 2" of the Municipal Facilities Needs Assessment project. At that time, the Town Council elected to defer action on the \$150,000 ARPA funding request for the stated purpose in favor of revisiting the matter a future point follow the conclusion of Phase 1 of the Municipal Facilities Needs Assessment.

Recommendation

At this time, the Town Manager requests that the Town Council authorize the use of up to \$100,000 in ARPA funding to secure the services of a qualified public engagement firm/specialist to help facilitate the comprehensive public engagement strategy detailed above, as well as provide funding the TSKP Studios' involvement in this phase of the municipal facilities needs assessment study. This would leave a combined total of \$125,000 (\$50,000 in ARPA funding and \$75,000 in CIP funding for FY 2022/2023) that the Town Council could authorize using at a future date for subsequent detailed schematic design and/or cost estimation services needed as part of a pre-referendum planning process.

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

Move, effective February 13, 2023, to authorize the use of up to \$100,000 for the purpose of obtaining the services of a professional firm to design and implement a comprehensive public engagement strategy relative to the Town's ongoing municipal facilities needs assessment and master planning efforts, as well as provide funding for TSKP Studios' continued involvement in this next phase of the municipal facilities needs assessment study. All funding for this purpose to come from the Town's American Rescue Act Plan (ARPA) allocation.

Attachments

- 1) RFP for Public Engagement Services (Municipal Facilities Master Plan)



Your place to grow

REQUEST FOR PROPOSALS (RFP)

Public Engagement Strategy for Municipal Facilities Master Plan

RFP# 2023-02-Engagement

ISSUED: February 2, 2023

SUBMISSION DEADLINE: Thursday, February 23, 2023 at 2:00pm

SUBMISSION CONTACT AND ADDRESS:

Jennifer Kaufman, Director of Planning & Development

4 South Eagleville Road

Mansfield, CT 06268-2599

Telephone: 860.429.3330

Email: PlanZoneDept@mansfieldct.org

Bids must be submitted through our online, secure E-Procurement Portal:

mansfieldct.bonfirehub.com

under the bid title

“Public Engagement Strategy for Municipal Facilities Master Plan”

Bidders will be required to create a Bonfire profile before uploading their bid. Step-by-step instructions on how to register as a vendor are available at this website:

[Vendor Registration](#)

Project Background:

In 2022, the Town of Mansfield contracted TSKP STUDIO based in Hartford, CT to conduct a Municipal Facilities Needs Assessment and Programmatic Use Study. The study provided an existing conditions report of 12 town facilities and presented an examination of alternatives including expansion options and the relocation and development of new facilities. A budget matrix was provided for various scenarios. The summary of options was presented to town council with no preference or recommendation but rather presenting the full range of options.

The next step in this project, and scope of this RFP, is to develop and implement a comprehensive public engagement strategy that vets the various options with residents and stakeholders to prioritize projects and tradeoffs and surface public engagement data around which options are most favorable and would be supported by the public. The goal of the project will be to clearly surface which projects are most viable and would have the greatest support and impact on the community.

The selected contractor would then work with the Town to develop a strategy for preparing and communicating validity and support for key projects in an upcoming bond election in 2024 as well as the Community Investment Fund grant by summer of 2023.

Questions/Addenda

- Submit questions concerning this RFQ through the Bonfire Portal by **Thursday, February 9, 2023 at 5:00 p.m. local time**. Questions submitted after that date and time will not receive a response.
- Responses to questions will be issued only as a written Addenda posted to the Town website (www.mansfieldct.gov -> Your Government -> RFQ, RFP and Bid Postings), State of CT DAS Bidding Portal, and Bonfire portal. It is the responsibility of bidders to check for addenda on the document posting sites. Failure to respond to required updates may result in a determination of a non-responsive proposal. The Town reserves the right to reject any or all proposals submitted. Addenda will be posted by **Wednesday, February 15, 2023, at 2:00 p.m. local time**.

Scope of Services

The Town of Mansfield is seeking a public engagement firm or specialist to develop a public engagement strategy that consists of a combination of in-person and virtual public engagement events, interviews, and focus groups in order to gain both qualitative and quantitative data around the (a) public understanding of existing municipal facilities needs, and (b) public support for various preliminary municipal facility upgrade concepts that have already been developed.

It will be important for the selected firm to coordinate with TSKP STUDIO, the architecture and design services firm that the Town has been engaging with on the initial phases of the municipal facilities needs assessment study, to present their finding and renderings as well as coordinate with public engagement efforts across other town planning efforts so as not to create engagement fatigue or confusion within the community.

The Town desires to obtain in-depth/rich feedback from the community about how well the various alternatives meet present/future needs before any final policy/funding determinations are made by Town leadership and ultimately placed in front of local residents for a vote. Attention will need to be given to reaching stakeholders and constituencies (i.e., vulnerable populations) that are frequently more challenging to engage.

Key Requirements

- Develop engagement action plan that will reach a representative portion of community members
- Plan and lead all in-person and digital engagement events
- Provide communication and marketing materials to promote public engagement events so that they are well attended
- Coordinate with TSKP STUDIO and other town public engagement efforts
- Deliver final report with public engagement data (both quantitative and qualitative) on the public support of the top projects
- Assist in preparing content and data surrounding the top two to three projects for a bond election and grant submittal

Submission Requirements

Interested consultants must submit the following information by the proposal deadline through our online, secure E-Procurement Portal: mansfieldct.bonfirehub.com under the bid title "Public Engagement Strategy for Municipal Facilities Master Plan". Bidders will be required to create a Bonfire profile before

uploading their bid. Step-by-step instructions on how to register as a vendor are available at this website: [Vendor Registration](#)

- **Letter of Interest:** Submit a letter of interest signed by an officer of the firm containing the following information:
 - Project Manager. Identify the staff person that will be assigned to manage services under this contract.
 - Contact. Provide the name, title and contact information for the person who should be contacted with questions on the proposal.
- **Experience:** Please provide a detailed written summary of the firm's history, experience and capability in providing the requested services. Examples of similar work performed, including a detailed description of the work performed by your firm and contact information for the sponsoring organization/municipality should also be provided.
- **Staffing Plan:** Please identify key personnel whom the firm has designated to work on projects under this contract, their background and experience and their areas and levels of responsibility. Please provide the resumes of all key personnel.
- **Management Plan:** Describe the firm's management system and how it will function to ensure timely delivery of services.
- **Demonstration of Project Understanding:** Please provide a detailed written summary of the firm's plan to complete the project for the Town of Mansfield. This may include a scope of services.
- **References:** Please provide five (5) references with a brief written summary of the scope of work, contract amount, name, telephone number and timing of service.
- **Fee Proposal:** Please submit a fee proposal for the services.
- **Certificate of Non-Collusion:** Complete and submit a [Certificate of Non-Collusion](#) on the form provided.
- **Acknowledgement of Addenda:** Complete and submit the [Acknowledgement of Addenda](#) Form if applicable.

Evaluation and Award

Selection by the Town of Mansfield will be based on the following, but not limited to:

- A. Responsiveness:
 - Adherence to the RFP Submittal Requirements.
 - Complete consideration of all project specifications.
 - Complete Cost Proposal.
- B. Responsible:
 - Sufficient references for which similar types of services had been provided.
 - Experience of the firm and assigned personnel with the services proposed.
 - Resources that demonstrate adequate capacity to perform services proposed.
- C. Proposal:
 - Value and quality of services to be rendered.
 - Demonstrated knowledge of requirements.
 - Ability to coordinate with other public engagement and planning efforts.
 - Work plan in conformity with scope of project.
 - Fees and costs.

Award Process

The Town of Mansfield reserves the right to reject any or all proposals or parts thereof for any reason, to negotiate changes to proposal terms and to waive minor inconsistencies with the RFP. The Town of Mansfield reserves the right to make a selection on the basis of qualifications, experience in providing similar services elsewhere, the proposal's responsiveness to the RFP requirements; and to negotiate a contract with the consultant.

Proposals in response to this RFP will be reviewed against the criteria listed above, and award of the contract shall be made in accordance with standard purchasing procedures.

As part of selection/award process, the Town reserves the right to:

- Short-list and interview finalists
- Request clarification of any submitted information
- Accept or reject all proposals or options therein
- Select a firm or firms in a manner that is advantageous to the Town
- Award more than one contract if it is in the best interest of the Town and/or issue similar RFPs in the future
- Amend or cancel this process at any time
- Change the scope of services to be provided
- Cancel any resulting contract with 30 days' notice

Timeline

The following is a tentative timeline for the evaluation and selection of a consultant. The Town reserves the right to change these dates as needed.

- **February 2, 2023:** RFQ Issued
- **February 9, 2023:** Last day for written questions
- **February 23, 2023:** RFQ Responses Due
- **TBD:** Contract Negotiation

Please note: In issuing this RFP, the Town does not expressly state or imply any obligation to reimburse responding firms for any expenses incurred in preparing submissions in response to this request, including any travel costs for firms selected for interviews. All responses submitted will be considered to be the property of the Town. All business confidential information protected from disclosure under the State of Connecticut Freedom of Information Act must be clearly identified as such.

An Affirmative Action/Equal Opportunity Employer, Section 3 Contractors and Minority/Women Business Enterprises are encouraged to apply.



**Town of Mansfield
Agenda Item Summary**

A handwritten signature in blue ink, which appears to read "Ryan J. Aylesworth".

To: Town Council
From: Ryan Aylesworth, Town Manager
Cc: W. Lee Palmer, Jr., Interim Director of Human Resources
Date: February 13, 2023
Re: Management Organization Update - Chief of Shared Services and Administration

Subject Matter/Background

This is to request the establishment of a new position (1.0 FTE) entitled Chief of Shared Services and Administration within a newly created Shared Services and Administration Division. This proposed job classification will be accountable for administering and directing the shared services (which includes Finance, Human Resources, Communications, Facilities Management, Information Technology, and Public Health) programs and operations of the Town of Mansfield, Mansfield Public Schools (MPS), and Regional School District No. 19 (R19). At the onset, we want to underscore that the proposed new position preserves the aggregate staffing at the current level and will not ultimately result in an increase to the number of full-time employees working for the Town of Mansfield.

From a strategic standpoint, the advantages of the Shared Service Model cannot be overstated. As evidenced by numerous studies, the benefits derived from shared services include the maximization of resources; cost reduction by eliminating duplication of effort and redundancy; better oversight and coordination through integrated functions and services; enhanced communications between component parts; ability to offer otherwise unsustainable services; addressing growing demand for collaborative learning & teaching, research and knowledge exchange; continuity and resilience of service; ensuring improved and more up-to-date systems; improved cooperation with other departments and programs enabling strategic development of cross-organizational support services; improved scalability of systems; raising quality and improving the flexibility and agility of existing services; and securing cost savings and sustainable efficiencies through economies of scale. While this list is not exhaustive, and some evidence may be somewhat contradictory, it does provide compelling reasons to move forward in an effort to enhance this model.

Further, this position is essential to meeting the overall goals of the Town, specifically as it relates to strengthening and solidifying the shared services components of town administration, which staff understand to be a priority of the Town Council. Additionally, this position would play a central/leading role with respect to the pursuit, acquisition and administration of external grants to offset municipal funding sources and help advance priority Town projects and initiatives. A detailed listing of the essential duties and responsibilities are enumerated in the attached job description. (Appendix A.)

Establishing the proposed position would also moderately reduce the number of management- and non-management level direct reports to the Town Manager. At present, 18 employees (including two non-supervisory employees – Executive Assistant to the Town Manager and Communications Specialist) directly report to the Town Manager. It is generally accepted that the largest number of direct reports that an individual can effectively manage and directly supervise is 10 (sometimes referred to as “span of control”). While the proposed new management level position would only result in the net reduction of four direct reports, this reduction will enable the Town Manager to devote additional time and attention to high-priority projects, programs, and initiatives. The establishment of this position is also consistent with the Town’s strategic goals which provide for the following:

- Human Resources – Hiring highly-qualified candidates that possess the experience, skills and knowledge required to successfully meet or exceed the expectations of the position.
- Leadership and Communication – Find, hire, and retain leaders who can move people toward Town vision, mission, and goals.

Problem/Issue to be addressed

Historically, the Town has supported the vision of shared services amongst Finance, Human Resources and Talent Management, Communications, Facilities and Information Technology programs and operations of the Town of Mansfield, Mansfield Public Schools (MPS), and Regional School District No. 19 (R19). Although an interagency shared services agreement has been in place for some years, since its initial inception, the parties have not taken full-advantage of developing and operationalizing our shared services program through better integration and capacity building, or infrastructure in partnering with each other internally and externally.

Fiscal Impact

As previously referenced, the administration is proposing the establishment of a 1.0 FTE Chief of Shared Services and Administration position. This position has been added to Grade 33 of the Non-Union 35-hour per week Salary Schedule. It has been placed one salary group above the Director of Finance position (Grade 32), which would be one of the direct reports. As previously noted, this reorganization will be accomplished without adding any additional FTEs. The establishment of the Chief of Shared Services and Administration position will be largely offset by the elimination of the Director of Human Resources position, which has a maximum annual salary for the FY 2023-2024 budget of approximately \$120,000 exclusive of benefits. (Appendix B.)

The Chief of Shared Services and Administration position will be funded 50% out of the Town General Fund and 50% out of the Health Insurance Fund. To defray a majority of the increased costs associated with this position, we will do the following:

- Reduce the amount budgeted for legal expenses by \$10,000 as the Chief of Shared Services and Administration will assume many of the routine labor relations/negotiations responsibilities that have been assigned to the Town’s labor attorney in recent years, and;

- Temporarily suspend the UConn MPA Intern position in the Town Manager’s Office (annual savings of \$16,500) with an understanding that the Town’s participation in the UConn MPA Intern program will be reevaluated in future fiscal years

Assuming establishment of the Chief position, Management believes it may ultimately be beneficial to reclassify/upgrade the “Lead Human Resources Specialist” position to a “Human Resources Manager” level position. This would ensure that Town employees have a senior HR professional available to respond in a timely manner to the more complex HR-related inquiries that arise on a day-to-day basis. Reclassifying the Lead HR Specialist as an HR Manager would result in an added cost of approximately \$20,000, but, the need for reclassifying the Lead HR Specialist position as an HR Manager would be evaluated on a going forward basis. Attachment B provides a more comprehensive breakdown of costs and savings associated with this proposal. The Chief position, once in place, may identify other cost savings to be derived from the establishment of this title.

Communications Plan

The Town Manager will communicate with the Department Heads and other internal and external stakeholders to safeguard that: 1) the appropriate supports for the position are in place; 2) we maximize the use of the position; and 3) the position is utilized in a manner consistent with the strategic goals and mission, vision, core values and beliefs of the Town.

Implementation Plan

The goal is to establish and fill the position on or about April 1, 2023. In accordance with Town personnel rules and regulations, the position will be posted and filled with a candidate who meets all of the minimum requirements and possesses the requisite knowledge, skills, and abilities to effectively perform the essential functions of the positions.

Evaluation Plan

The continued viability of the position will be evaluated on a formative and summative basis. At the end of the 2023-2024 fiscal year, the Town Manager, in concert with other department heads and town officials, will jointly examine data collected relative to the impact of the position in supporting the town’s goals and initiatives. In addition, evaluative information will be provided about the overall success of the position as it relates to the town’s overall programming.

Timeline

As previously indicated, the position job description and rationale have been developed and assuming approval of the Town’s proposal by the Town Council, the goal would be to recruit and retain a qualified Chief of Shared Services and Administration as soon as possible. From a practical standpoint, following a selection process, it is likely a Chief of Shared Services and Administration would commence with their duties during Spring 2023.

Recommendation

The administration requests and recommends that the Town Council support the establishment of the proposed new Chief of Shared Services and Administration position

and the associated transfer of funds needed to fill the position on or about April 1, 2023 (Q4 of FY 2022/2023) and no later than the start FY 2023/2024.

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

Move, effective February 13, 2023, to establish the position of the Chief of Shared Services and Administration as outlined in the attached job description, and, further, that the Director of Human Resources position be concurrently eliminated to help offset the funds required to establish the Chief of Shared Services and Administration position. Upon the filling of the position of Chief of Shared Services and Administration, appropriate transfer of funds, if necessary, will be made to provide for this position.

Attachments

- 1) Appendix A – Chief of Shared Services and Administration Job Description
- 2) Appendix B – Cost Analysis

APPENDIX A

JOB DESCRIPTION	
Job Title: Chief of Shared Services and Administration	Grade: 33
FLSA Status: Exempt	EEO: Officials/Administrators
Job Classification Designation: Classified/Competitive	Bargaining Unit: Non-Union/Managerial/Conf.

Job Summary: This class is accountable for administering and directing the shared services (which includes Finance, Human Resources and Talent Management, Communications, Facilities and Information Technology) programs and operations of the Town of Mansfield, Mansfield Public Schools (MPS), and Regional School District No. 19 (R19).

Supervision Received: Receives administrative direction from the Town Manager and is responsive to the Superintendents of Mansfield Public Schools and Regional School District No. 19.

Supervision Exercised: Directs all shared services programs and operations staff.

Examples of Essential Duties:

- Provides counsel to Town and District administration, administrators, department heads and other supervisors on all matters related to shared services;
- Acts as principal division liaison with the town’s public schools, regional school district, Eastern Highlands Health District, and partner organization representatives;
- Acts on behalf of the Town Manager during absence and serves as Acting Town Manager when so designated by the Town Manager;
- Administers the fiscal management functions including budget preparation and management, accounting, and financial reporting and analysis for the Town, MPS and R19;
- Administers the Town’s human resources programs and operations;
- Provides administrative oversight and guidance of the Town’s IT and Facilities departments;
- Provides advice and counsel to management regarding Town policies, regulatory compliance, state and federal laws, and collective bargaining agreements;
- Administers the risk management program which includes maintaining workers’ compensation and liability claim records, evaluating the program in relation to cost-benefit and identifying trends and developing programs to address any identified trends;
- Administers, coordinates and provides guidance over divisional work activities and service delivery;
- Advises the Town Manager and Town Council by conducting studies, analysis and investigations and making reports concerning new or ongoing programs and program effectiveness and general operations of the departments, offices, agencies of the Town;
- Assists division and other EDP experts in planning and implementation of financial aspects of EDP systems;
- Assists the Town Manager with the strategic direction, control and evaluation of department operations and oversees/coordinates special projects as assigned;
- Collaborates with other Town departments, school districts and pertinent partner organizations to address common issues around strategic planning, technology, budgeting, talent management, professional development and employee productivity;
- Designs and develops division programs and activities;
- Designs and implements performance review standards for Town and division staff;
- Determines appropriate staffing levels and directs management and coordination of staff;

- Develops and administers systems-wide training and development program for staff;
- Actively researches, identifies and evaluates grant funding opportunities, and, in collaboration with Department Heads and other Town staff as appropriate, secures and administers external grants to supplement/offset municipal funding sources and advance the Town's strategic goals and priorities;
- Develops, communicates, implements and evaluates shared services policies and procedures, goals and objectives;
- Directs financial planning activities including long- and short-term forecasting, bonding, debt management, and capital project financing;
- Directs, coaches, trains and appraises staff, and meets regularly to discuss and resolve priorities, workload, resource allocation, quality standards, and technical issues;
- Drafts and administers Town and division policies and procedures and ensures compliance with applicable federal, state and local laws and regulations;
- Ensures appropriate interpretation and administration of shared services rules and regulations;
- Evaluates and analyzes operational and technical issues, interprets regulations and town codes, and advises on specialized areas of technical expertise;
- Identifies and measures key performance metrics and uses those metrics to analyze workforce problems and leverage solutions to maximize operational effectiveness;
- Identifies areas for technological improvements and solutions and researches new and upcoming technological resources and how they can best be implemented;
- Maintains contacts with individuals within and outside of the shared services division who might impact on policy or program activities;
- Meets and confers with town officials and management, union representatives, members of the public and others as required;
- Monitors assigned programs to identify and resolve problems and ensure operations meet customer service and quality requirements;
- Monitors relevant legal and legislative changes and court decisions and makes administrative recommendations to ensure compliance with applicable laws and regulations;
- Oversees the development of the budget for the shared services programs and operations;
- Oversees the efficient execution of multiple shared/intra-organization administrative services, and ensures effective internal collaboration among associated entities;
- Oversees the preparation of various Federal and State reports for the Town, local school districts, and select partner organizations;
- Participates in the employee safety and wellness committee and activities;
- Performs complex professional and administrative work directing and coordinating administrative functions and assisting the Town Manager in a variety of assignments;
- Plans, develops and implements goals and objectives as identified through the annual evaluation and program review to improve the delivery of services and programs;
- Prepares programmatic fiscal/administrative analysis and impact statements on proposed regulations and legislation;
- Provides research, analytical, technical, and other support to both elected and appointed committees as assigned;
- Provides training and assistance to staff in all phases of shared services administration;
- Represents the town at hearings involving complex and sensitive grievance issues;
- Reviews, evaluates and determines policies, procedures and practices applicable to all aspects of the shared services division;
- Serves as a town representative in a variety of forums and venues;
- Serves as chief spokesperson for assigned bargaining units and leads negotiation preparation meetings;
- Serves as member of municipal budget team, and conducts departmental budget review sessions;
- Stays abreast of changing laws and practices and drafts and proposes changes to policy by identifying best practices and presenting recommendations to various stakeholders;

- Performs related duties as required.

Knowledge, Skills and Abilities:

- Comprehensive knowledge of public management and organization theories, principles, practices and techniques at the local level;
- Comprehensive knowledge of the basic laws, ordinances and regulations applicable to budget preparation, approval and administration;
- Considerable ability to develop, communicate and implement systems wide policies and procedures;
- Considerable knowledge of and ability to apply collaborative leadership and decision-making methods;
- Considerable knowledge of and ability to apply management principles and techniques;
- Considerable knowledge of and ability to apply relevant State and Federal laws, statutes and regulations;
- Considerable knowledge of facilities management;
- Considerable knowledge of human resources practices and administration;
- Considerable knowledge of information technology and systems;
- Considerable knowledge of labor relations and contract administration;
- Considerable knowledge of municipal finance and administration;
- Considerable knowledge of grants administration;
- Considerable knowledge of relevant federal and state statutes, guidelines and regulations, including statutes prohibiting discrimination and retaliation;
- Considerable knowledge of the theories, principles and practices of public administration;
- Knowledge of occupational safety and health;
- Considerable interpersonal skills;
- Considerable negotiation and conflict resolution skills;
- Considerable problem-solving and analytical skills;
- Considerable written and oral communication skills;
- Leadership skills;
- Considerable ability in the preparation and analysis of financial and statistical reports;
- Ability to analyze a variety of complex administrative problems;
- Ability to analyze and develop budget estimates;
- Ability to establish and maintain effective working relationships with local, state and other officials, civic and business leaders, Town Council members and the general public;
- Ability to utilize EDP systems for financial management;
- Managerial ability;
- Supervisory ability;
- Ability to work with individuals from diverse backgrounds.

Minimum Qualifications:

Ten (10) years of professional experience in public administration in a combination of human resources/fiscal/administrative functions (e.g., accounting, accounts examining, affirmative action/EEO, budget management, facilities management, grants administration, information technology, talent management, payroll, purchasing, grants administration, etc.) Two (2) years of experience must have been in a managerial capacity in the municipal sector. College training may be substituted on the basis of fifteen (15) semester hours equaling one half (1/2) year of experience to a maximum of four (4) years for a Bachelor's degree. A Master's degree in public administration, business administration, human resources management, labor relations, industrial/organizational psychology or closely related field or a law degree may be substituted for one (1) additional year. Incumbents in this class may be required to possess and retain a valid Motor Vehicle Operator's License.

Working Conditions, Physical and Mental Requirements: Employees appointed to positions in this class must have adequate physical strength, stamina, physical agility and visual and auditory acuity and must maintain such physical fitness as to be able to perform the duties of the class. A physical examination may be required.

Frequency: Place an “X” in each box that is appropriate to your job.

NEVER (N)	OCCASIONALLY (O)				FREQUENTLY (F)				CONSTANTLY (C)				
0 % of Shift	1-33% of Shift				34-66% of Shift				67-100% of Shift				
Frequency:	N	O	F	C	Frequency:	N	O	F	C	N	O	F	C
Physical Demands:					Depth Perception		X						
Standing		X			Color Distinction								X
Walking		X			Peripheral Vision								
Sitting			X		Driving		X						
Lifting		X			Physical Strength:								
Carrying		X			Little Physical Effort (-10 lbs.)		X						
Pushing		X			Light Work (-20 lbs.)		X						
Pulling		X			Medium Work (20-50 lbs.)		X						
Climbing		X			Heavy Work (50-100 lbs.)		X						
Balancing		X			Very Heavy Work (100+ lbs.)	X							
Stooping		X			Environmental Conditions:								
Kneeling		X			Cold (50 degrees F or less)	X							
Crouching		X			Heat (90 degrees F or more)	X							
Crawling	X				Temperature Changes		X						
Reaching		X			Wetness	X							
Handling		X			Humidity	X							
Grasping		X			Extreme Noise or Vibration		X						
Twisting		X			Exposure to Chemicals	X							
Feeling			X		Exposure to Gases and Fumes		X						
Talking			X		Exposure to Unpleasant Odors		X						
Hearing				X	Exposure to Bodily Fluids	X							
Repetitive Motion			X		Exposure to Dampness	X							
Hand/Eye/Foot Coordination			X		Confinement to a Small/Restricting Area	X							
Visual Acuity/Near			X		Mechanical Hazards	X							
Visual Acuity/Far			X		Physical Danger		X						

The above statements are intended to describe the general nature and level of work being performed by the employee assigned to this position. They are not to be construed as an exhaustive list of all job responsibilities and duties performed by personnel so classified.

The Town of Mansfield is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the Town will provide reasonable accommodations to qualified individuals with disabilities and encourage both prospective and current employees to discuss potential accommodations with the Town when necessary.

Prepared on: February 3, 2023

APPENDIX B - COST ANALYSIS

2023/2024

Annual costs based on 22/23 pay rates

Director of Human Resources

	Hourly Rate	Annual Salary	MERS Benefit	FICA Benefit	Medicare Benefit	Total Salary & Salary Related Benefits	Cost to Town GF Budget*
Grade 25-8	65.40	119,485.80	23,108.55	7,408.12	1,732.54	151,735.02	75,867.51

Chief of Shared Services and Administration

	Hourly Rate	Annual Salary	MERS Benefit	FICA Benefit	Medicare Benefit	Total Salary & Salary Related Benefits	Additional Cost for Salary & Benefits	Additional Cost to the Town GF Budget*	Estimated Legal Services Savings	Elimination of UCONN Internship Program	Total Additional Cost to Town GF Budget
Grade 33 - 5	80.47	147,012.75	28,432.27	9,114.79	2,131.68	186,691.49	34,956.48	17,478.24	(10,000.00)	(16,500.00)	(9,021.76)
Grade 33 - 6	82.72	151,127.61	29,228.08	9,369.91	2,191.35	191,916.96	40,181.94	20,090.97	(10,000.00)	(16,500.00)	(6,409.03)
Grade 33 - 7	84.98	155,260.29	30,027.34	9,626.14	2,251.27	197,165.04	45,430.02	22,715.01	(10,000.00)	(16,500.00)	(3,784.99)
Grade 33 - 8	87.23	159,375.15	30,823.15	9,881.26	2,310.94	202,390.50	50,655.48	25,327.74	(10,000.00)	(16,500.00)	(1,172.26)
Grade 33 - 9	89.85	164,149.10	31,746.44	10,177.24	2,380.16	208,452.94	56,717.92	28,358.96	(10,000.00)	(16,500.00)	1,858.96

*Position is split 50% Town General Fund and 50% Health Insurance Fund

HR Lead Specialist

	Hourly Rate	Annual Salary	MERS Benefit	FICA Benefit	Medicare Benefit	Total Salary & Salary Related Benefits
Grade 15-2	32.19	58,811.13	11,374.07	3,646.29	3,646.29	77,477.78

HR Manager

	Hourly Rate	Annual Salary	MERS Benefit	FICA Benefit	Medicare Benefit	Total Salary & Salary Related Benefits	Additional Cost to the Town GF Budget
Grade 18-5	41.32	75,491.64	14,600.08	4,680.48	4,680.48	99,452.69	21,974.90

20,802.65 total increase



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Ryan J. Aylesworth, Town Manager
CC: Fred Mitchell, Fire Chief
Date: February 13, 2022
Re: Fire Department Funding Application - Assistance to Firefighter Grant Program



Subject Matter/Background

The Mansfield Fire Department requests Town Council support for submittal of a funding request under the Assistance to Firefighter Grant (AFG) Program administered by the Federal Emergency Management Agency (FEMA). The grant submittal would be for hosting a Swift Water Rescue Technician class for department personnel. Members would be certified as Swift Water Rescue Technicians. The class meets and exceeds National Fire Protection Agency (NFPA) 1006 Technical Rescue and 1670 (Rope Rescue floodwater) standards.

Financial Impact

If the Town is award the grant, there is a five percent (5%) match. At this time we estimate that the total cost of the program will be approximately \$40,000 with the expense being split as follows: \$38,000 AFG grant (95%); \$2,000 Fire Department operating funds (5%).

Recommendation

If the grant is award, it would allow for the class and equipment to be purchased including personnel cost.

Attachments

- 1) Aquatics Rescue Training Class Proposal
- 2) Aquatics Rescue Training Equipment Recommendation



January 16, 2023

Chief Fred Mitchell
Mansfield Fire Department
Mansfield, CT

Chief,

I would like to submit a proposal to conduct a Swiftwater Rescue Technician Course for your department. This 2-day program designed to provide information and hands-on training to department members who may be called upon to respond to a swift water or flooding incident. It exceeds guidelines set forth by NFPA 1006 and 1670.

WHO IS THIS COURSE FOR?

- Any member of an Emergency First Response team who responds to operations in/near swift water found in high hills, mountain areas or in flash flood areas
- Any member of an Emergency First Response team who responds to calls in rural and urban environments where water may be moving swiftly
- Any member of an Emergency First Response team who would like to further educate themselves on the risks and procedures involved in swift water incidents

COURSE PREREQUISITES

- Minimum age 18; member of a public safety department, group or organization
- Must be a good swimmer, in good health and comfortable working in the water
- CPR, AED, O2, and First Aid certified or equivalent

WHAT YOU CAN EXPECT TO LEARN

- Incident command, pre-planning, standard operating procedures/guidelines
- Types of swift water and swift water rescues
- Characteristics, water currents, delta p changes, pollutants
- Operations during floods and flash floods
- Talk, reach, row, throw, go, helo rescue process
- Types of victims, equipment handling, PFD usage, knot tying and hitching, and rigging and utilizing tensioned highline systems and much more

The purpose of the ERDI Swift Water Program is to provide the necessary skills and knowledge for performing lifesaving operations in swift water, and the importance of understanding the dangers of moving water such as strainers and hydraulics.

PROGRAM COST

\$300 per student. Includes student manuals, certification cards, certification fees, and all instructor cost.

Students will be certified by Emergency Response Diving International (ERDI) as Swiftwater Rescue Technicians.

PROGRAM SCHEDULE

Day 1: Classroom (4 hours)

 Practical Evolutions Part 1 (3-4 hours)

Day 2: Practical Evolutions/Scenarios Part 2 (6-8 hours)

HOST DEPARTMENT REQUIREMENTS

As a hosting department, you will need to provide:

- An adequate classroom facility
- Moving water/river for practical evolutions. Instructor will need to evaluate site prior to start of class.
- Any specialized equipment which the department would like reviewed
- Students will need to provide a wetsuit or drysuit, gloves, and rigid sole boots/shoes. No soft sole scuba boots are allowed. If Type 5 swiftwater PFDs are available please provide them for the students.

Aquatic Rescue Training will provide:

- Multimedia projector and screen
- Helmets
- Type 5 PFDs for 12 students
- All the equipment needed to complete the practical evolutions

Thank you for considering Aquatic Rescue Training for your water rescue training needs. Please feel free to contact us at any time and we look forward to working with you and your department.

Respectfully,

Robert Shields

Robert Shields
ERDI/SDI Instructor #24793
401-578-5909
resqdivemedic@gmail.com



The following is a list of recommended equipment for both individual rescuers and a rescue team. Although no specific vendors are listed, a majority of the gear can be purchased through New England Marine and Industrial in Portsmouth NH. Contact Ralph Sanders, sales rep, at 603-664-9196 with any questions.

INDIVIDUAL EQUIPMENT

- NRS Rapid Responder PFD
- NRS Rescue Wetsuit
- NRS ATB Wetshoes
- NRS Reactor Rescue Gloves
- NRS Havoc Livery Helmet
- NRS Standard Rescue Throw Bag

TEAM EQUIPMENT

- NRS ASR 155 Rescue Boat
- NRS "Z" Drag Kit with static rope
- (4) SMC 2 inch Swiftwater Pulley
- Kootenay Knot Passing Pulley
- Minimum of 20 locking aluminum carabiners
- 4- 200 foot lengths 3/8 inch water rescue rope with bags
- 4- 200 foot lengths 1/2 inch water rescue rope with bags
- 6- 48 inch webbing loops
- 24 inch life ring

Optional (but nice to have):

- Lucky Line Launcher II
- NRS Rescue Board

Available from Aquatic Rescue Training:

- Blunt Tip Knives
- Mesh Storage Bags



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Ryan J. Aylesworth, Town Manager
CC: Jay O'Keefe, Parks and Recreation
Date: February 13, 2023
Re: Mansfield Parks and Recreation Annual Update

Subject Matter/Background

Jay O'Keefe, Director of Parks and Recreation, will provide the Council with an update on the services/operations, programs, facilities, and current projects/initiatives being undertaken by Mansfield Parks and Recreation.

Recommendation

This item is informational; no action is needed at this time.



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Ryan J. Aylesworth, Town Manager
CC: Allen Corson, Facilities Management
Date: February 13, 2022
Re: Electric Vehicle Charging Stations – Fee Schedule

A handwritten signature in blue ink, which appears to read "Ryan J. Aylesworth", is positioned to the right of the header information.

Subject Matter/Background

In the interest of promoting renewable/green energy and making progress on the Town of Mansfield's sustainability goals, funding in the amount of \$100,000 was previously requested from the Town's American Rescue Plan Act (ARPA) allocation to facilitate the installation of a significant number of new electric vehicle (EV) charging stations throughout the community on Town-owned property. The proposed ARPA funding, which the Council authorized in March 2022, was to be leveraged with grants or other financial incentives on a minimum of a 1:1 basis to maximize the number of EV charging stations that could be installed. The Town was able to secure a financial commitment of roughly \$225,000 (70% total project cost) from Eversource for this purpose, making the Town's cost share approximately 30% of an overall \$325,000 project.

In the ensuing months, EV charging stations have been installed at a number of Town facilities, including the following:

- Transfer Station
- Mansfield Public Library
- Community Center for the Arts (Lenard Hall)
- Mansfield Senior Center
- Mansfield Discovery Depot

Additionally installations are being planned at the Library as well as Mansfield Municipal Offices (Town Hall), Mansfield Community Center, and Mansfield Elementary School. The Town is also working on an additional grant request secure funding for the installation of EV charging stations at Mansfield Middle School and the Public Works facility.

With many installations complete and additional installations anticipated to come online in the near future, it is necessary for the Town Council to deliberate on a corresponding rate schedule (per hour charge) when these facilities are used by residents and visitors. We are also seeking a use policy in reference to time of use for various segments of the

population. For instance, for operational efficiency, our school administrators believe it would be prudent to have the public refrain from charging a vehicle during the weekday hours in which school is in session.

Financial Impact

The operating costs the Town will ultimately incur on an annual basis will obviously be variable depending on the aggregate amount of vehicle charging that takes place over the course of a given fiscal year. That said, we are

That said, while the exact amount of usage is challenging to predict, we estimate that the operating cost will be between \$1000 and \$2000 per charger per year. At present, 26 new EV chargers have either been installed or are in the process of being installed, which means the aggregate operating cost would be between \$26,000 and \$52,000 inclusive of monitoring services, cost of electricity, service agreement for repairs, and general upkeep.

The Department of Facilities Management has estimated that a \$1.00 per charging hour fee would be sufficient to cover the projected annual operating costs. Based on research done by staff, it appears other entities offering EV chargers in the area often impose a \$2.50 per charging hour rate. The proposed \$1.00 per charging hour fee would not result in the Town earning a profit, but, would be sufficient to cover the expenses and –in keeping the fee somewhat low – would help incentivize expanded use of electric vehicles and thus advance the Town’s goals relative to promoted sustainable practices.

Recommendation

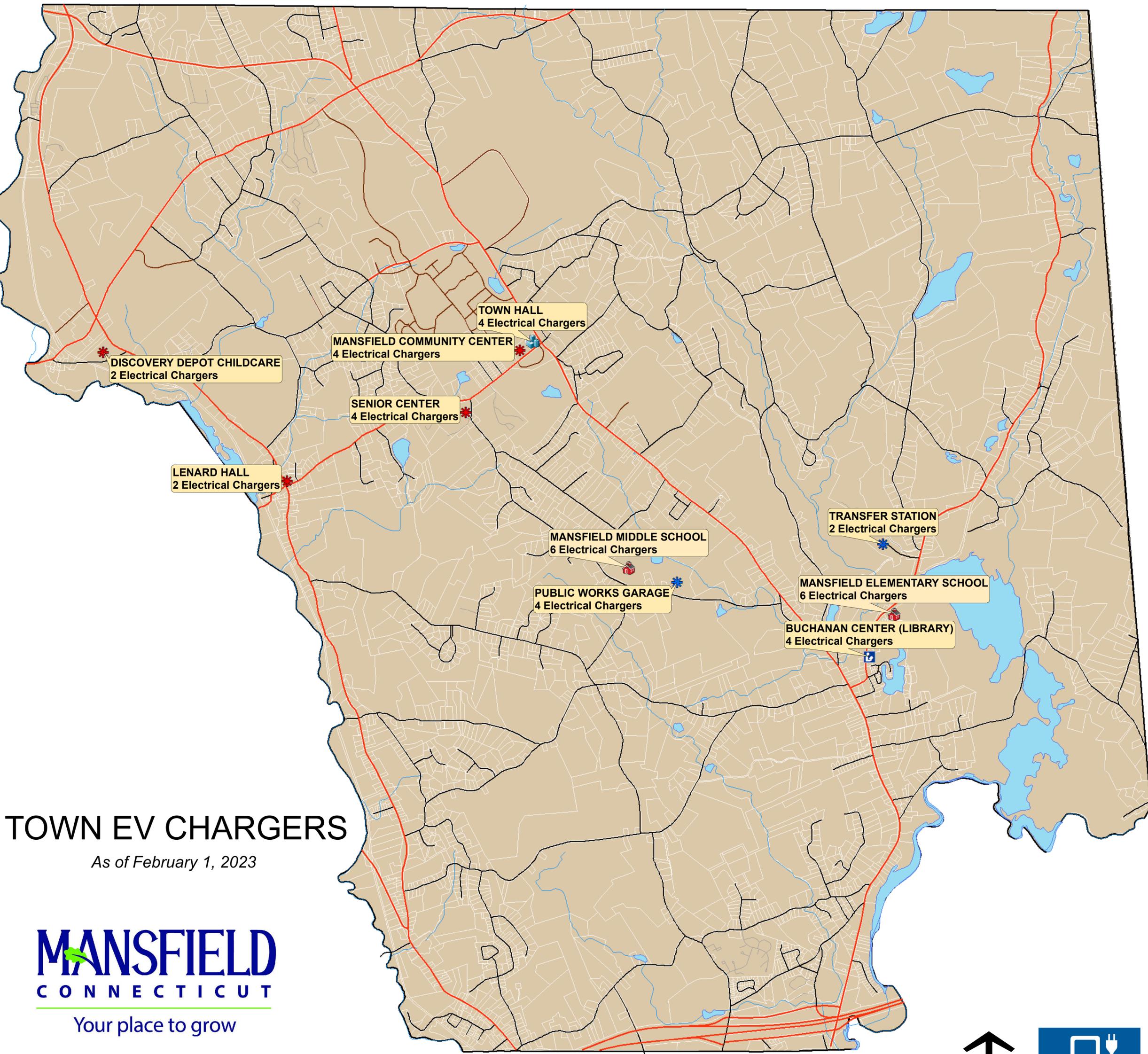
Staff propose that the Town Council set the initial EV charging station rate at \$1.00 per charging hour.

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

Move, effective February 13, 2023, to set the fee for use of Town-owned and operated EV charging stations as \$1.00 per charging hour.

Attachments

- 1) Map Illustrating Locations/Quantities of EV Charging Stations



TOWN EV CHARGERS

As of February 1, 2023



Your place to grow





**Downtown
Storrs Parking
Garage**

**Financial Report
December 2022**

**One Financial Plaza
Hartford, Connecticut 06103**



One Financial Plaza
14th Floor
Hartford, CT 06103
P: (860) 522.7641
F: (860) 524.8249
www.lazparking.com

January 23, 2023

LAZ Partners – Downtown Storrs Parking Garage
One Financial Plaza
Hartford, CT 06103

Re: Downtown Storrs Parking Garage – December 2022 Financial Report

Dear Mike Kuziak:

Enclosed is the December 2022 financial package for Downtown Storrs Parking Garage.

Net income for the month was \$1,668.98.

Should you have any questions, please feel free to contact me directly by phone at (860)335-9569 or by e-mail at rcataldo@lazparking.com.

Robert J. Cataldo

Robert J. Cataldo
Accounting Manager Corporate Accounting

LAZ Parking Management
M -540148 Downtown Storrs Parking Garage
For the Twelve Months Ending December 31, 2022

Assets		
Total Assets		<u><u>0.00</u></u>
Liabilities		
Total Liabilities		<u>0.00</u>
Stockholders' Equity		
28300	3200 Paid to Owner	(507,104.59)
32100	3504 Revenue Collected by Owner	(636,906.30)
32300	3700 Retained Earnings	1,144,010.89
Total Stockholders' Equity		<u>(0.00)</u>
Total Liabilities & Stockholders' Equity		<u><u>(0.00)</u></u>

LAZ Parking Management
M -540148 Downtown Storrs Parking Garage
For the Six Months Ending December 31, 2022

	ACTUAL	BUDGET	VARIANCE	% VARIANCE	YTD ACTUAL	YTD BUDGET	YTD VARIANCE	% VARIANCE	ANNUAL BUDGET
REVENUES									
Transient Parking	10,504.70	13,591.12	(3,086.42)	(22.71%)	75,303.02	80,046.72	(4,743.70)	(5.93%)	164,593.44
Validations	0.00	10,000.00	(10,000.00)	(100.00%)	0.00	20,000.00	(20,000.00)	(100.00%)	40,000.00
Monthly Parking	30,803.06	29,527.08	1,275.98	4.32%	177,867.04	175,662.48	2,204.56	1.25%	349,824.96
Gross Revenue	41,307.76	53,118.20	(11,810.44)	(22.23%)	253,170.06	275,709.20	(22,539.14)	(8.17%)	554,418.40
Sales Tax	(2,466.73)	(2,296.64)	(170.09)	7.41%	(15,644.10)	(13,779.84)	(1,864.26)	13.53%	(27,559.68)
Net Revenue	38,841.03	50,821.56	(11,980.53)	(23.57%)	237,525.96	261,929.36	(24,403.40)	(9.32%)	526,858.72
OPERATING EXPENSES									
Payroll	20,284.48	11,589.55	8,694.93	75.02%	91,658.57	75,332.08	16,326.49	21.67%	150,664.16
Payroll Taxes	984.95	1,512.00	(527.05)	(34.86%)	5,727.25	9,829.00	(4,101.75)	(41.73%)	19,658.00
Workers Compensation Insurance	196.75	529.64	(332.89)	(62.85%)	845.79	3,442.66	(2,596.87)	(75.43%)	6,885.32
Health Insurance	51.14	2,115.09	(2,063.95)	(97.58%)	306.84	13,748.09	(13,441.25)	(97.77%)	27,496.18
401K Company Match	230.87	363.91	(133.04)	(36.56%)	1,077.59	2,365.42	(1,287.83)	(54.44%)	4,730.84
Fuel/Gas Expense	0.00	0.00	0.00	0.00%	2,801.47	0.00	2,801.47	0.00%	0.00
Utilities	2,310.29	4,700.00	(2,389.71)	(50.84%)	16,249.43	28,200.00	(11,950.57)	(42.38%)	56,400.00
Maintenance	0.00	450.00	(450.00)	(100.00%)	5,405.18	2,700.00	2,705.18	100.19%	35,474.00
Operating Supplies	6,070.97	300.00	5,770.97	1,923.66%	6,642.49	1,800.00	4,842.49	269.03%	3,600.00
Elevator Maintenance	1,050.60	1,500.00	(449.40)	(29.96%)	10,046.03	9,000.00	1,046.03	11.62%	18,000.00
Uniforms	0.00	0.00	0.00	0.00%	0.00	800.00	(800.00)	(100.00%)	1,200.00
Licenses and Permits	0.00	125.00	(125.00)	(100.00%)	0.00	750.00	(750.00)	(100.00%)	1,500.00
Claims	29.31	0.00	29.31	0.00%	175.86	0.00	175.86	0.00%	0.00
Office Supplies	0.00	75.00	(75.00)	(100.00%)	12.99	450.00	(437.01)	(97.11%)	900.00
Bank Fees	10.79	125.00	(114.21)	(91.37%)	190.73	750.00	(559.27)	(74.57%)	1,500.00
Credit Card Fees	1,247.26	915.65	331.61	36.22%	7,160.93	5,493.90	1,667.03	30.34%	10,987.80
Payroll Fees	0.00	115.90	(115.90)	(100.00%)	0.00	753.34	(753.34)	(100.00%)	1,506.68
Telephone	773.07	775.00	(1.93)	(0.25%)	4,646.24	4,650.00	(3.76)	(0.08%)	9,300.00
Cell Phone	35.38	0.00	35.38	0.00%	212.57	0.00	212.57	0.00%	0.00
Signage	0.00	0.00	0.00	0.00%	1,404.82	0.00	1,404.82	0.00%	0.00
Management Fee	1,376.00	1,514.16	(138.16)	(9.12%)	8,256.00	9,084.96	(828.96)	(9.12%)	18,169.92
Sanitation	0.00	0.00	0.00	0.00%	575.35	0.00	575.35	0.00%	0.00
Pay Station Solutions	1,011.12	0.00	1,011.12	0.00%	4,384.51	0.00	4,384.51	0.00%	0.00
Insurance - GKL	780.13	989.43	(209.30)	(21.15%)	4,539.52	5,936.58	(1,397.06)	(23.53%)	11,873.16
Snow Removal	0.00	6,000.00	(6,000.00)	(100.00%)	0.00	6,000.00	(6,000.00)	(100.00%)	24,000.00
Tickets/Cards	0.00	0.00	0.00	0.00%	0.00	600.00	(600.00)	(100.00%)	1,200.00
Depreciation	0.00	209.33	(209.33)	(100.00%)	0.00	1,255.98	(1,255.98)	(100.00%)	2,511.96
Depreciation - Equipment	179.02	0.00	179.02	0.00%	1,074.12	0.00	1,074.12	0.00%	0.00
Professional Services	341.80	325.00	16.80	5.17%	2,447.93	1,950.00	497.93	25.53%	3,900.00
Call Center Operations	208.12	500.00	(291.88)	(58.38%)	2,117.50	3,000.00	(882.50)	(29.42%)	6,000.00
Personal Property Taxes	0.00	0.00	0.00	0.00%	211.25	0.00	211.25	0.00%	0.00
Total Operating Expenses	37,172.05	34,729.66	2,442.39	7.03%	178,170.96	187,892.01	(9,721.05)	(5.17%)	417,458.02
Net Income	1,668.98	16,091.90	(14,422.92)	(89.63%)	59,355.00	74,037.35	(14,682.35)	(19.83%)	109,400.70

Note: Violations are distributed quarterly by the Town.

LAZ Parking Management
M -540148 Downtown Storrs Parking Garage
For the Six Months Ending December 31, 2022

	July	August	September	October	November	December	YEAR TO - DATE
REVENUES							
Transient Parking	4,215.11	8,105.63	19,347.48	19,058.25	14,071.85	10,504.70	75,303.02
Monthly Parking	28,008.64	27,299.04	29,967.03	31,204.91	30,584.36	30,803.06	177,867.04
Gross Revenue	32,223.75	35,404.67	49,314.51	50,263.16	44,656.21	41,307.76	253,170.06
Sales Tax	(1,911.82)	(2,114.26)	(2,964.22)	(3,520.39)	(2,666.68)	(2,466.73)	(15,644.10)
Net Revenue	30,311.93	33,290.41	46,350.29	46,742.77	41,989.53	38,841.03	237,525.96
OPERATING EXPENSES							
Payroll	14,270.47	13,213.34	16,153.68	14,991.06	12,745.54	20,284.48	91,658.57
Payroll Taxes	913.73	1,010.34	1,031.38	956.75	830.10	984.95	5,727.25
Workers Compensation Insurance	126.96	124.04	150.61	136.66	110.77	196.75	845.79
Health Insurance	51.14	51.14	51.14	51.14	51.14	51.14	306.84
401K Company Match	232.71	149.99	154.26	156.17	153.59	230.87	1,077.59
Fuel/Gas Expense	383.76	159.27	1,982.54	0.00	275.90	0.00	2,801.47
Utilities	3,744.13	0.00	2,204.28	4,100.00	3,890.73	2,310.29	16,249.43
Maintenance	0.00	2,671.73	12.00	0.00	2,721.45	0.00	5,405.18
Operating Supplies	144.30	40.72	81.76	13.37	291.37	6,070.97	6,642.49
Elevator Maintenance	1,050.60	1,050.60	2,012.79	1,050.60	3,830.84	1,050.60	10,046.03
Claims	29.31	29.31	29.31	29.31	29.31	29.31	175.86
Office Supplies	0.00	0.00	0.00	0.00	12.99	0.00	12.99
Bank Fees	32.24	36.19	61.33	23.84	26.34	10.79	190.73
Credit Card Fees	821.56	580.36	1,415.86	1,555.63	1,540.26	1,247.26	7,160.93
Telephone	766.50	781.08	779.45	773.07	773.07	773.07	4,646.24
Cell Phone	35.27	35.40	35.46	35.43	35.63	35.38	212.57
Signage	796.57	459.36	0.00	0.00	148.89	0.00	1,404.82
Management Fee	1,376.00	1,376.00	1,376.00	1,376.00	1,376.00	1,376.00	8,256.00
Sanitation	0.00	0.00	575.35	0.00	0.00	0.00	575.35
Pay Station Solutions	570.51	560.46	611.09	1,002.35	628.98	1,011.12	4,384.51
Insurance - GKL	705.62	710.26	728.40	806.47	808.64	780.13	4,539.52
Depreciation - Equipment	179.02	179.02	179.02	179.02	179.02	179.02	1,074.12
Professional Services	801.37	243.80	364.12	358.97	337.87	341.80	2,447.93
Call Center Operations	363.00	418.66	515.46	370.26	242.00	208.12	2,117.50
Personal Property Taxes	211.25	0.00	0.00	0.00	0.00	0.00	211.25
Total Operating Expenses	27,606.02	23,881.07	30,505.29	27,966.10	31,040.43	37,172.05	178,170.96
Net Income	2,705.91	9,409.34	15,845.00	18,776.67	10,949.10	1,668.98	59,355.00

Note: Violations are distributed quarterly by the Town.

LAZ Parking Management
M -540148 Downtown Storrs Parking Garage
For the Six Months Ending December 31, 2022

	Current December	Prior December	Variance	Current YTD	Prior YTD	Variance
REVENUES						
Transient Parking	10,504.70	13,820.00	(3,315.30)	75,303.02	74,925.96	377.06
Violations	0.00	0.00	0.00	0.00	12,394.95	(12,394.95)
Monthly Parking	30,803.06	28,845.19	1,957.87	177,867.04	176,405.88	1,461.16
Gross Revenue	41,307.76	42,665.19	(1,357.43)	253,170.06	263,726.79	(10,556.73)
Sales Tax	(2,466.73)	(2,547.77)	81.04	(15,644.10)	(15,729.74)	85.64
Net Revenue	38,841.03	40,117.42	(1,276.39)	237,525.96	247,997.05	(10,471.09)
OPERATING EXPENSES						
Payroll	20,284.48	16,746.27	3,538.21	91,658.57	81,818.84	9,839.73
Payroll Taxes	984.95	908.60	76.35	5,727.25	5,054.04	673.21
Workers Compensation Insurance	196.75	165.97	30.78	845.79	753.58	92.21
Health Insurance	51.14	47.35	3.79	306.84	4,808.61	(4,501.77)
401K Company Match	230.87	196.03	34.84	1,077.59	828.67	248.92
Vehicle	0.00	0.00	0.00	0.00	(114.14)	114.14
Fuel/Gas Expense	0.00	95.41	(95.41)	2,801.47	571.31	2,230.16
Utilities	2,310.29	4,125.00	(1,814.71)	16,249.43	26,837.80	(10,588.37)
Maintenance	0.00	5,903.61	(5,903.61)	5,405.18	24,062.31	(18,657.13)
Operating Supplies	6,070.97	31.51	6,039.46	6,642.49	1,080.36	5,562.13
Elevator Maintenance	1,050.60	1,050.60	0.00	10,046.03	6,303.60	3,742.43
Uniforms	0.00	0.00	0.00	0.00	133.48	(133.48)
Claims	29.31	29.31	0.00	175.86	175.86	0.00
Office Supplies	0.00	0.00	0.00	12.99	0.00	12.99
Bank Fees	10.79	305.67	(294.88)	190.73	1,056.90	(866.17)
Credit Card Fees	1,247.26	1,498.84	(251.58)	7,160.93	6,916.77	244.16
Telephone	773.07	774.69	(1.62)	4,646.24	4,770.44	(124.20)
Cell Phone	35.38	35.03	0.35	212.57	210.30	2.27
Signage	0.00	0.00	0.00	1,404.82	1,846.59	(441.77)
Revenue Control System Maintenance	0.00	(1,054.99)	1,054.99	0.00	809.33	(809.33)
Management Fee	1,376.00	1,376.00	0.00	8,256.00	8,174.00	82.00
Sanitation	0.00	0.00	0.00	575.35	0.00	575.35
Pay Station Solutions	1,011.12	4,186.51	(3,175.39)	4,384.51	8,940.62	(4,556.11)
Insurance - GKL	780.13	747.57	32.56	4,539.52	4,758.88	(219.36)
Tickets/Cards	0.00	0.00	0.00	0.00	531.12	(531.12)
Professional Services	341.80	71.54	270.26	2,447.93	1,259.05	1,188.88
Depreciation - Equipment	179.02	179.02	0.00	1,074.12	1,074.12	0.00
Call Center Operations	208.12	910.10	(701.98)	2,117.50	2,418.70	(301.20)
Personal Property Taxes	0.00	0.00	0.00	211.25	294.26	(83.01)
Total Operating Expenses	37,172.05	38,329.64	(1,157.59)	178,170.96	195,375.40	(17,204.44)
Net Income	1,668.98	1,787.78	(118.80)	59,355.00	52,621.65	6,733.35

Note: Violations are distributed quarterly by the Town.

Eastern Highlands Health District COVID-19 & Update

DATE: 1/20/2023

TIME: 9:00 AM

COMPLETED BY: A. Bloom

TOWN LEVEL DATA

TOWN	Andover	Ashford	Bolton	Chaplin	Columbia	Coventry	Mansfield	Scotland ++	Tolland	Willington	EHHD Totals
Cumulative Cases	601	851	913	490	1,133	2,506	3,431	138	2,658	964	13,685
Change from last week	3	2	2	0	2	15	9	0	7	5	45
Two week change	9	5	8	3	17	35	29	1	12	12	131
Deaths	6	7	6	5	13	14	34	2	27	5	119

Source: CT DPH data portal; case data are obtained for this report from the CTEDSS cumulative town counts as of 1/19/2023; reporting period for two week town level case counts is 1/1/2023 through 1/14/2023. Note: Counts can change from previous weeks due to the state reassigning a case to a different town once further information is gathered on the case, or due to lab reporting delays.

++ Scotland case count likely lower than actual positive cases due to residents using Baltic, North Windham and Hampton as a mailing address.

CONNECTICUT TOTALS (January 19, 2023)

Number of cumulative cases	Change from last week	Change from two weeks	Current hospitalizations*	Two week change in hospitalizations	Deaths
961,676	4,022	8,670	600	-161	11,899

Data Sources: CT DPH data portal as of 1/19/2023 *Current (net) number of hospitalizations; it is not a cumulative count.

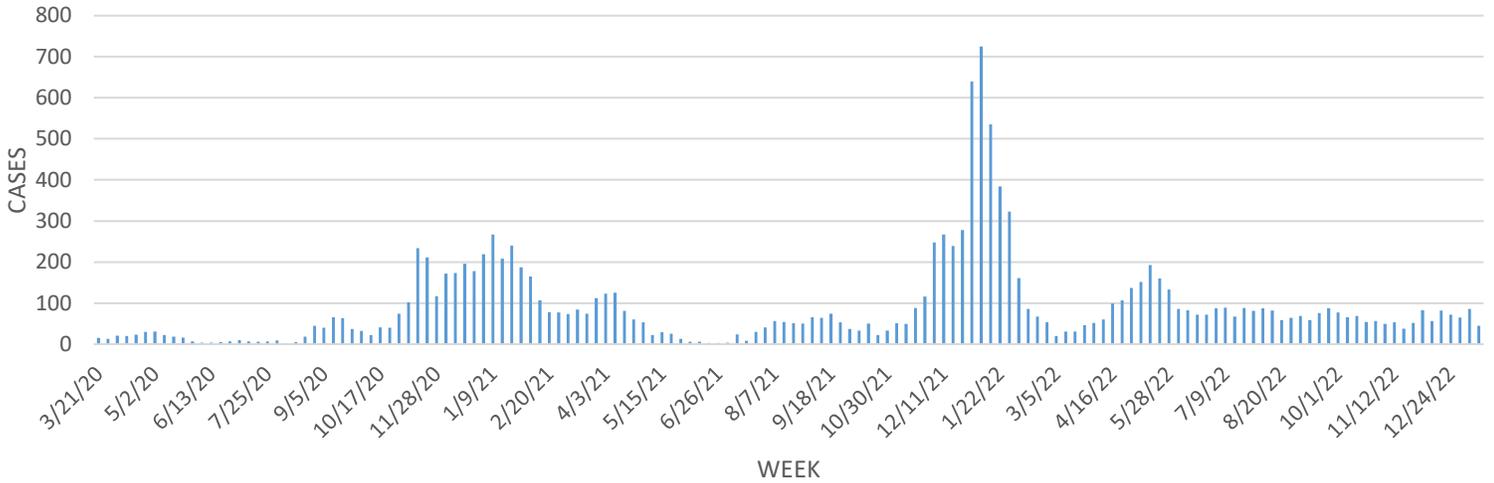
EHHD RESIDENTS WHO RECEIVED COVID-19 VACCINE+

Est. pop.	AGE GROUP													
	5-11 years		12-17 years		18-24 years		25-44 years		45-64 years		65+ years		Total pop.	
	% finished primary series	% rcvd boost	% finished primary series	% rcvd boost	% finished primary series	% rcvd boost	% finished primary series	% rcvd boost	% finished primary series	% rcvd boost	% finished primary series	% rcvd boost	% finished primary series	% rcvd boost
EHHD 80,041	43	8	72	40	81	63	78	45	77	56	100	97	78	55
CT 3,631,470	**	**	**	**	**	**	80	41	88	59	91	72	77	46

Data Source: Connecticut immunization registry CT DPH as of 1/18/2023. Vaccination data includes 5/6/2022 data from UCONN (previously reported at <https://covidashboard.uconn.edu>). +Downward changes from prior weeks are likely due to de-duplication or re-assignment of cases to different towns associated with UConn student residency changes. **State vaccination numbers are not broken down into the same age groups as the town level data and cannot be reported here.

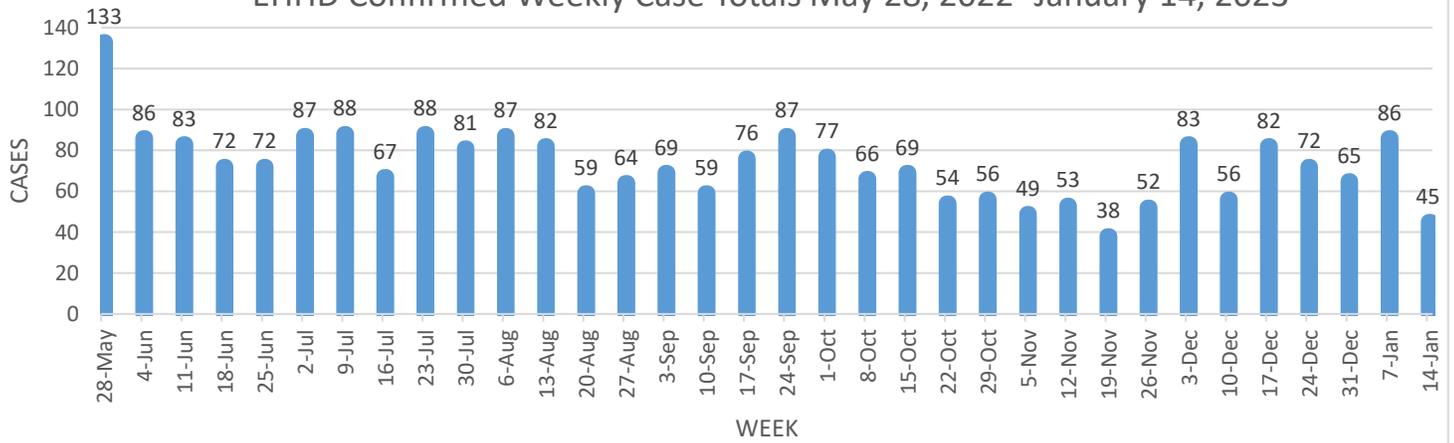
NOTE: census estimates for 65 and older is likely low, resulting in 100% rates based on actual number of vaccines provided to this age group.

EHHD Positive COVID-19 Cases by Week March 21, 2020 - January 14, 2023



Source: CT DPH data portal; case data are obtained for this report from the CTEDSS. Laboratories report positive tests to DPH.

EHHD Confirmed Weekly Case Totals May 28, 2022- January 14, 2023



Source: CT DPH data portal; case data are obtained for this report from the CTEDSS. Laboratories report positive tests to DPH.

NOTE: All counts are cumulative and include confirmed cases and antigen-positive cases; counts can change from previous weeks due to the state reassigning a case to a different town once further information is gathered on the case, or due to lab reporting delays.

Eastern Highlands Health District COVID-19 & Update

DATE: 1/27/2023

TIME: 8:00 AM

COMPLETED BY: A. Bloom

TOWN LEVEL DATA

TOWN	Andover	Ashford	Bolton	Chaplin	Columbia	Coventry	Mansfield	Scotland ++	Tolland	Willington	EHHD Totals
Cumulative Cases	602	853	915	493	1,138	2,511	3,440	138	2,664	964	13,718
Change from last week	1	3	3	3	3	8	11	0	6	1	39
Two week change	4	5	5	4	6	26	21	0	14	7	92
Deaths	6	7	6	5	13	14	34	2	27	5	119

Source: CT DPH data portal; case data are obtained for this report from the CTEDSS cumulative town counts as of 1/26/2023; reporting period for two week town level case counts is 1/8/2023 through 1/21/2023. Note: Counts can change from previous weeks due to the state reassigning a case to a different town once further information is gathered on the case, or due to lab reporting delays.

++ Scotland case count likely lower than actual positive cases due to residents using Baltic, North Windham and Hampton as a mailing address.

CONNECTICUT TOTALS (January 26, 2023)

Number of cumulative cases	Change from last week	Change from two weeks	Current hospitalizations*	Two week change in hospitalizations	Deaths
964,903	3,227	7,249	511	-187	11,941

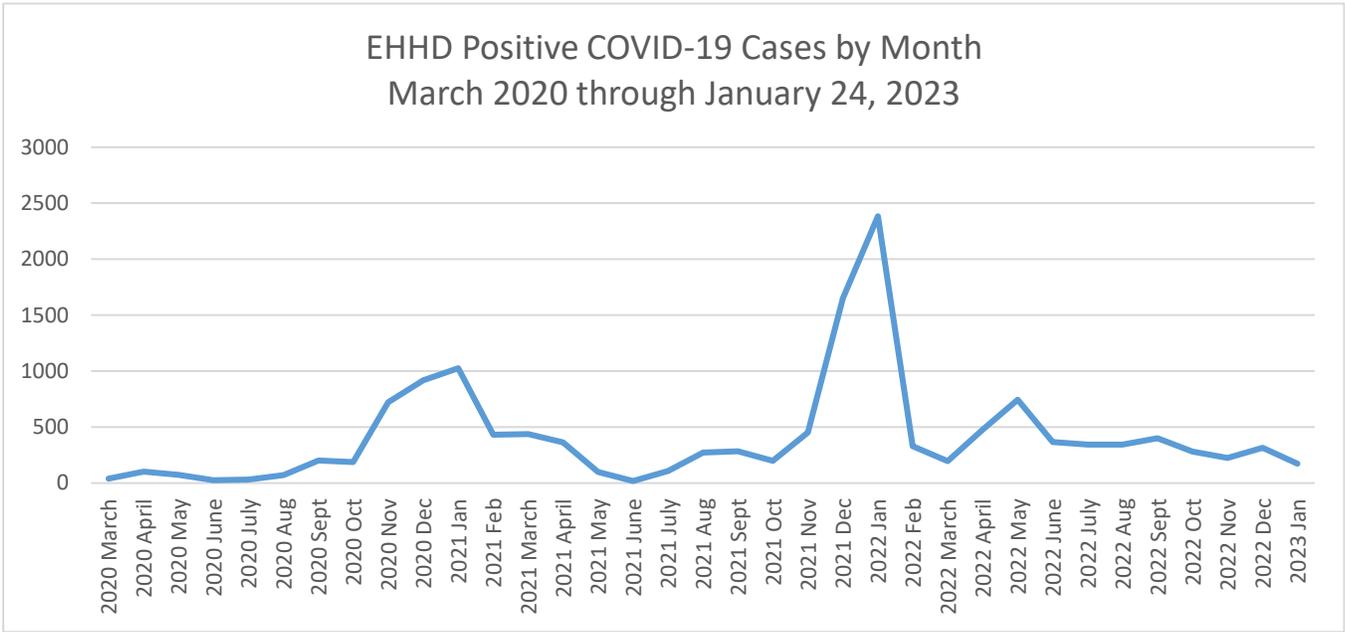
Data Sources: CT DPH data portal as of 1/26/2023 *Current (net) number of hospitalizations; it is not a cumulative count.

EHHD RESIDENTS WHO RECEIVED COVID-19 VACCINE+

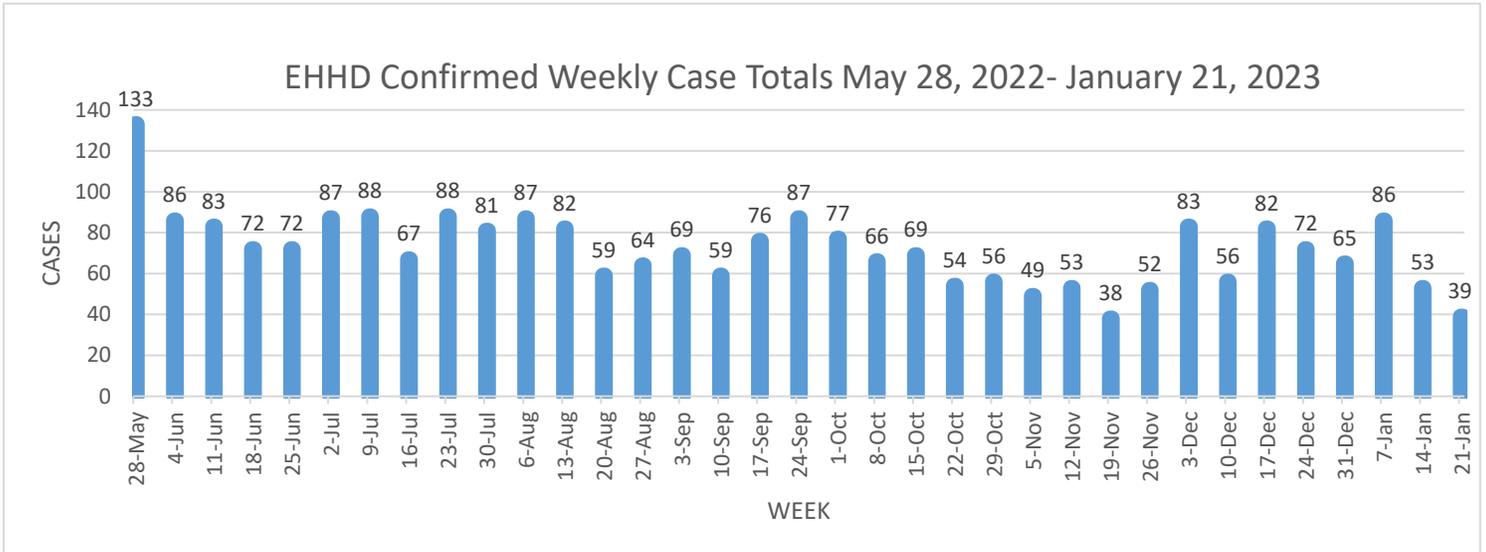
Est. pop.	AGE GROUP													
	5-11 years		12-17 years		18-24 years		25-44 years		45-64 years		65+ years		Total pop.	
	% finished primary series	% rcvd boost	% finished primary series	% rcvd boost	% finished primary series	% rcvd boost	% finished primary series	% rcvd boost	% finished primary series	% rcvd boost	% finished primary series	% rcvd boost	% finished primary series	% rcvd boost
EHHD 80,041	43	8	72	40	81	63	78	45	77	56	100	97	78	55
CT 3,631,470	**	**	**	**	**	**	80	41	88	59	91	72	77	46

Data Source: Connecticut immunization registry CT DPH as of 1/19/2023. Vaccination data includes 5/6/2022 data from UCONN (previously reported at <https://covidashboard.uconn.edu>). +Downward changes from prior weeks are likely due to de-duplication or re-assignment of cases to different towns associated with UConn student residency changes. **State vaccination numbers are not broken down into the same age groups as the town level data and cannot be reported here.

NOTE: census estimates for 65 and older is likely low, resulting in 100% rates based on actual number of vaccines provided to this age group.



Source: CT DPH data portal; case data are obtained for this report from the CTEDSS. Laboratories report positive tests to DPH.



Source: CT DPH data portal; case data are obtained for this report from the CTEDSS. Laboratories report positive tests to DPH.

NOTE: All counts are cumulative and include confirmed cases and antigen-positive cases; counts can change from previous weeks due to the state reassigning a case to a different town once further information is gathered on the case, or due to lab reporting delays.

Eastern Highlands Health District COVID-19 & Update

DATE: 2/3/2023

TIME: 10:00 AM

COMPLETED BY: A. Bloom

TOWN LEVEL DATA

TOWN	Andover	Ashford	Bolton	Chaplin	Columbia	Coventry	Mansfield	Scotland ++	Tolland	Willington	EHHD Totals
Cumulative Cases	604	856	918	494	1,145	2,513	3,453	138	2,672	965	13,758
Change from last week	2	3	3	3	7	3	17	0	9	2	49
Two week change	3	6	6	6	11	11	30	0	15	3	91
Deaths	6	7	6	5	13	14	34	2	27	5	119

Source: CT DPH data portal; case data are obtained for this report from the CTEDSS cumulative town counts as of 2/2/2023; reporting period for two week town level case counts is 1/15/2023 through 1/28/2023. Note: Counts can change from previous weeks due to the state reassigning a case to a different town once further information is gathered on the case, or due to lab reporting delays.

++ Scotland case count likely lower than actual positive cases due to residents using Baltic, North Windham and Hampton as a mailing address.

CONNECTICUT TOTALS (February 2, 2023)

Number of cumulative cases	Change from last week	Change from two weeks	Current hospitalizations*	Two week change in hospitalizations	Deaths
967,785	2,882	6,109	414	-186	11,971

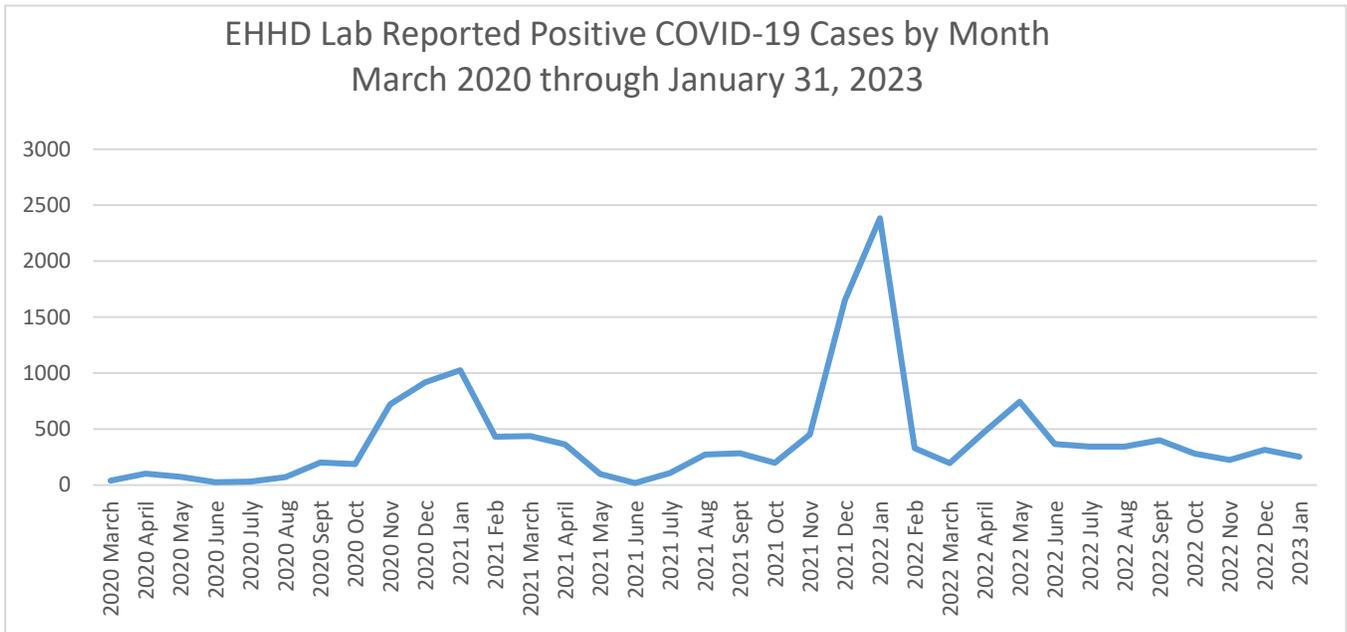
Data Sources: CT DPH data portal as of 2/2/2023 *Current (net) number of hospitalizations; it is not a cumulative count.

EHHD RESIDENTS WHO RECEIVED COVID-19 VACCINE⁺

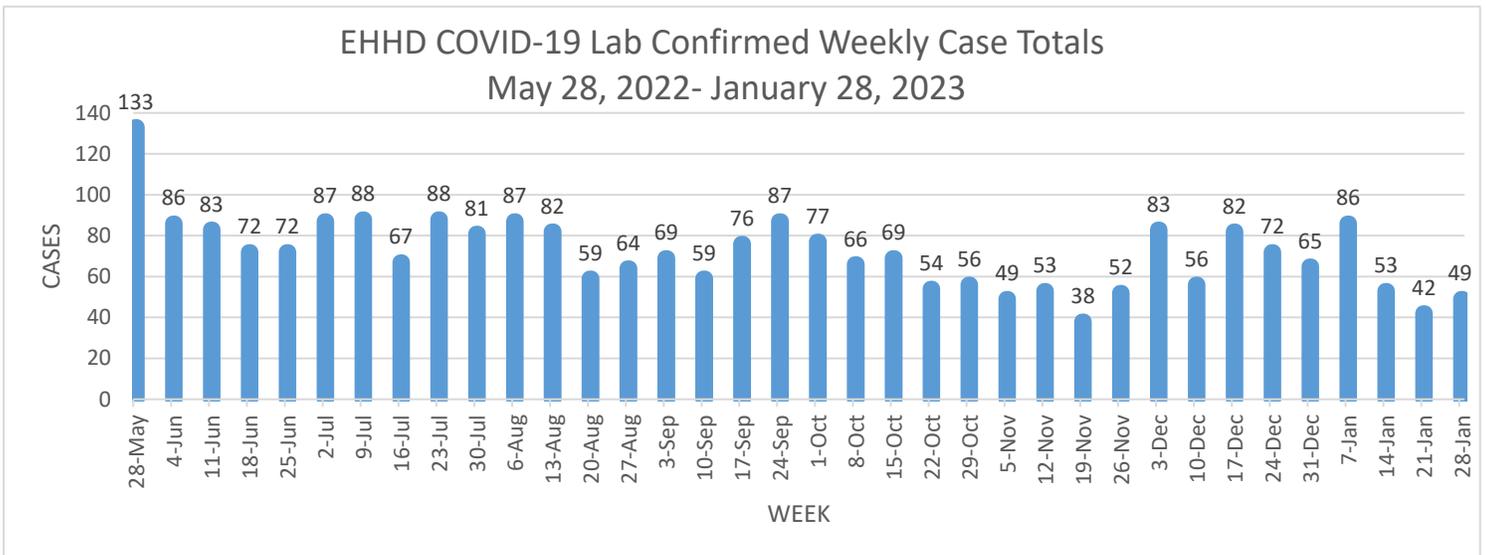
	Est. pop.	AGE GROUP												Total pop.	
		5-11 years		12-17 years		18-24 years		25-44 years		45-64 years		65+ years		% finished primary series	% rcvd boost
		% finished primary series	% rcvd boost	% finished primary series	% rcvd boost	% finished primary series	% rcvd boost	% finished primary series	% rcvd boost	% finished primary series	% rcvd boost	% finished primary series	% rcvd boost	% finished primary series	% rcvd boost
EHHD	80,041	43	8	72	40	81	63	78	45	77	56	100	97	78	55
CT	3,631,470	**	**	**	**	**	**	80	41	88	59	91	72	77	46

Data Source: Connecticut immunization registry CT DPH as of 1/27/2023. Vaccination data includes 5/6/2022 data from UCONN (previously reported at <https://covidashboard.uconn.edu>). +Downward changes from prior weeks are likely due to de-duplication or re-assignment of cases to different towns associated with UConn student residency changes. **State vaccination numbers are not broken down into the same age groups as the town level data and cannot be reported here.

NOTE: census estimates for 65 and older is likely low, resulting in 100% rates based on actual number of vaccines provided to this age group.



Source: CT DPH data portal; case data are obtained for this report from the CTEDSS. Laboratories report positive tests to DPH.



Source: CT DPH data portal; case data are obtained for this report from the CTEDSS. Laboratories report positive tests to DPH.

NOTE: All counts are cumulative and include confirmed cases and antigen-positive cases; counts can change from previous weeks due to the state reassigning a case to a different town once further information is gathered on the case, or due to lab reporting delays.

Eastern Highlands Health District COVID-19 & Update

DATE: 2/9/2023

TIME: 8:00 PM

COMPLETED BY: A. Bloom

TOWN LEVEL DATA

TOWN	Andover	Ashford	Bolton	Chaplin	Columbia	Coventry	Mansfield*	Scotland ++	Tolland	Willington	EHHD Totals
Cumulative Cases	606	860	919	495	1,148	2,520	3,488	139	2,676	967	13,818
Change from last week	4	5	0	0	6	5	36	1	8	3	68
Two week change	6	8	5	3	13	8	53	1	18	5	120
Deaths	6	7	6	5	13	14	34	2	27	6	120

Source: CT DPH data portal; case data are obtained for this report from the CTEDSS cumulative town counts as of 2/9/2023; reporting period for two week town level case counts is 1/22/2023 through 2/4/2023.

Note: Only lab confirmed cases are reported in this table. Counts can change from previous weeks due to the state reassigning a case to a different town once further information is gathered on the case, or due to lab reporting delays.

++ Scotland case count likely lower than actual positive cases due to residents using Baltic, North Windham and Hampton as a mailing address.

*Mansfield case count (weekly and cumulative) include UConn students

CONNECTICUT TOTALS (February 9, 2023)

Number of cumulative cases	Change from last week	Change from two weeks	Current hospitalizations*	Two week change in hospitalizations	Deaths
970,422	2,637	5,519	340	-171	12,036

Data Sources: CT DPH data portal as of 2/9/2023 *Current (net) number of hospitalizations; it is not a cumulative count.

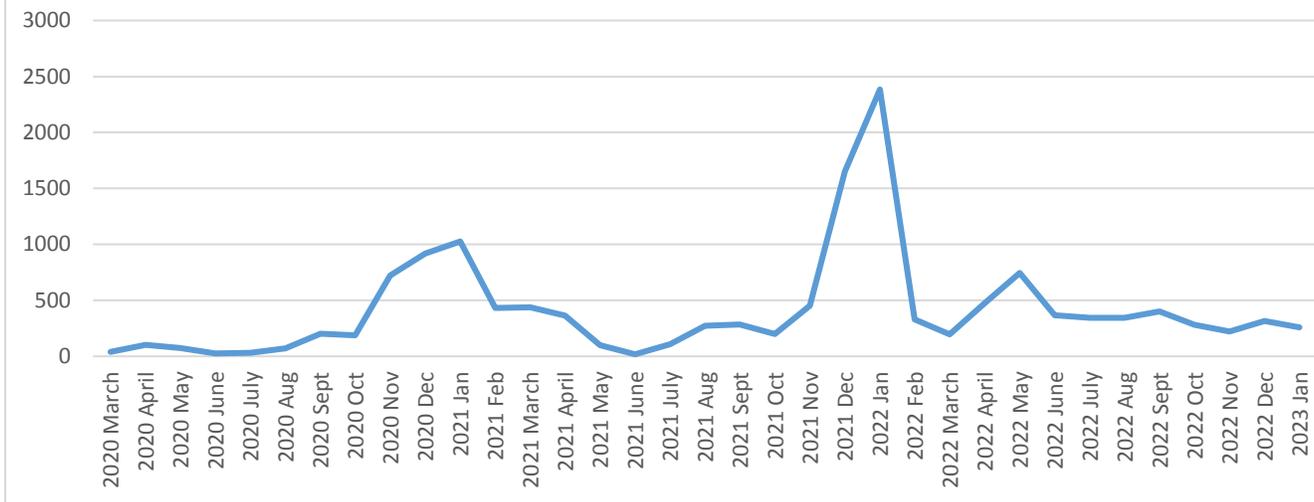
EHHD RESIDENTS WHO RECEIVED COVID-19 VACCINE⁺

Est. pop.	AGE GROUP													
	5-11 years		12-17 years		18-24 years		25-44 years		45-64 years		65+ years		Total pop.	
	% finished primary series	% rcvd boost	% finished primary series	% rcvd boost	% finished primary series	% rcvd boost	% finished primary series	% rcvd boost	% finished primary series	% rcvd boost	% finished primary series	% rcvd boost	% finished primary series	% rcvd boost
EHHD 80,041	43	8	72	40	81	63	78	45	77	56	100	97	78	55
CT 3,631,470	**	**	**	**	**	**	80	41	88	59	91	72	77	46

Data Source: Connecticut immunization registry CT DPH as of 2/8/2023. Vaccination data includes 5/6/2022 data from UCONN (previously reported at <https://covidashboard.uconn.edu>). +Downward changes from prior weeks are likely due to de-duplication or re-assignment of cases to different towns associated with UConn student residency changes. **State vaccination numbers are not broken down into the same age groups as the town level data and cannot be reported here.

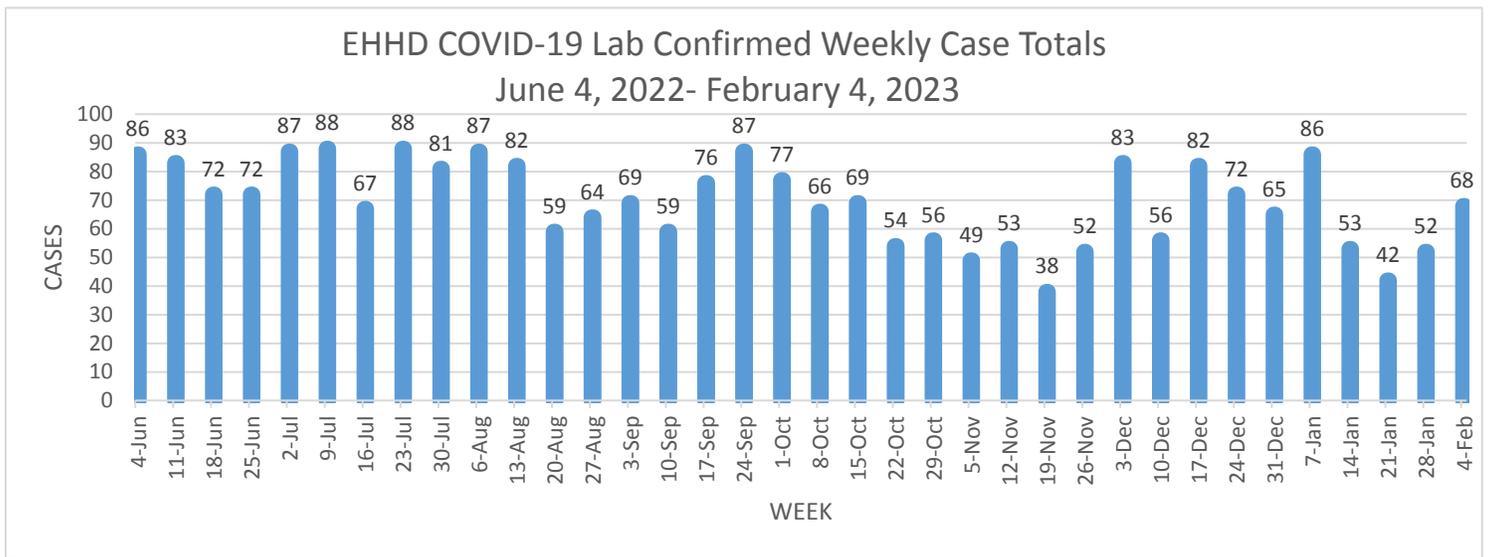
NOTE: census estimates for 65 and older is likely low, resulting in 100% rates based on actual number of vaccines provided to this age group.

EHHD Lab Reported Positive COVID-19 Cases by Month March 2020 through January 31, 2023



Source: CT DPH data portal; case data are obtained for this report from the CTEDSS. Laboratories report positive tests to DPH.

EHHD COVID-19 Lab Confirmed Weekly Case Totals June 4, 2022- February 4, 2023



Source: CT DPH data portal; case data are obtained for this report from the CTEDSS. Laboratories report positive tests to DPH.

NOTE: All counts are cumulative and include confirmed cases and antigen-positive cases; counts can change from previous weeks due to the state reassigning a case to a different town once further information is gathered on the case, or due to lab reporting delays.

A newsletter about what's happening in your Town of Mansfield

VOL. 3, ISSUE 1

2-1-23

Look for these stories in this newsletter



Give input to Parks & Rec Master Plan (See page 5)



Taste 2 Towns returns Feb 20-Mar 5 (See page 7)



Protecting Conantville Brook (See page 8)



Upcoming Events (See page 24)

Message from the Town Manager

Key Projects Progressing to a Close; Exciting New Efforts Launched

Greetings Fellow Residents!



I hope that everyone is enjoying a healthy and prosperous start to 2023. Winter has certainly been exceedingly mild thus far, which is a welcome development for many and a source of some disappointment for the snow sports enthusiasts amongst us.

With the New Year now well underway and the Town being more than halfway through the current fiscal year, this is a good time to provide a status update on a wide range of fronts.

Mansfield Elementary School. The Mansfield Elementary School construction project is nearly complete, and a detailed letter is forthcoming that will convey detailed information to families and the community at-large about the process/timeline for opening the building. It is a very exciting time for this incredibly important project, which we have been working diligently to complete so that the new school will be ready for students to begin learning there following the April vacation week.

As I emphasized in the last newsletter, the new school will be a state-of-the-art “net zero” facility that simultaneously exemplifies Mansfield’s enduring commitment to sustainability and public education. The building truly will provide our students and educators an exceptional physical environment to learn and grow. Family and community events are currently being planned for March and April so that residents will have the opportunity to visit the site and become acquainted with the building and grounds. A formal ribbon-cutting ceremony is also being planned for later in the spring. We will keep you informed about these plans when Mansfield students will be proud to show off their new school to you.

Local Government Academy. The second year of the Mansfield Local Government Academy came to a conclusion last month (see story on page 10) and I want to extend a sincere thank you to the participants and presenters who made the program a great success. This 12-session program offers participants a detailed look into the full array of operations and services that our local government delivers to the community, and we are already looking ahead to the program’s third year, which will commence next fall.

Budget Planning Begins. Beginning in late-December 2022, department heads began preparing their respective Fiscal Year 2023-2024 operating budget and capital improvement project requests. These requests have subsequently gone through an initial round of review and analysis the Finance Director and me. This phase of the budget process culminates with the formulation of my official annual budget and capital project recommendations that will be initially presented to the Town Council on March 29 and subsequently shared again via a public information session on April 5.

We encourage you to take advantage of the opportunities to learn about our budgeting plans through the process this spring. (Please see the schedule of the budget process on page 3.) Just as with past budget development cycles in the Town of Mansfield, a primary goal for the FY 2023/2024 budget is maintaining (and in some cases enhancing) the quality of Town programs, projects, and services while simultaneously promoting cost savings, leveraging revenues from the state and other “non-local” sources, and minimizing (or avoiding) any increases in the mill rate. We genuinely want to do everything possible to help ensure that Mansfield remains a community where people of all economic means can afford to live.

(Continued)



(Town Manager’s Message cont.)

4-Day Work Week. The roughly six-month trial period for the alternative work schedule (i.e., four-day work week) for municipal offices situated in Town Hall officially launched on January 9. As such, we are still less than one month into the pilot period. Alternative work schedules and four-day work weeks are becoming increasingly adopted by municipal organizations, and the broad aim of this endeavor is to see if there are ways in which employee work-life balance can be enhanced, while at the same time ensuring that residents and visitors receive the same high quality (or possibly better) service from our municipal government with extended hours for user convenience.

The long-term efficacy of this business model will be evaluated in an ongoing manner based on the experiences/feedback of employees and the public. To this end, we invite you to please use this simple online feedback instrument (<https://mansfieldct.jotform.com/230084647910960>) to provide input on your experience this winter and spring. The Town Council will receive a report from staff at the conclusion of the trial period before any determinations are made on the merits/viability of the program on a more permanent basis.

Community Engagement. There are presently multiple Town-initiated projects in various stages of planning and implementation that will involve an extensive amount of community engagement. One such project entails master planning for Mansfield Parks and Recreation with an overarching goal of articulating a vision – and corresponding goals, objectives and action items – for the Town’s recreational programs, amenities, and open space.



Another project entails an ongoing comprehensive municipal facilities needs assessment that includes an evaluation of alternative approaches to upgrading town buildings in a manner that generates the most public benefit. Additionally, the Town is embarking on an in-depth planning process to help guide future redevelopment of neighborhoods in the northwestern portion of Town that have been undergoing significant changes in recent years as an ever-growing number of owner-occupied homes have transitioned into rental housing primarily leased by UConn students.

These are very important projects for our community’s future—Mansfield Tomorrow—and considerable effort will be made to alert the public of upcoming engagement opportunities and obtain valuable input using a wide range of traditional and digital methods.

ARPA Projects Update. To date, the Town Council has fully authorized the use of approximately \$5.75 million in American Rescue Plan Act (ARPA) funding. This represents slightly more than 75% of the total \$7.5 million the Town has received in ARPA funds from the federal government. An additional \$915,000 in ARPA funding has been conditionally authorized by the Council for various proposed uses. This means that \$845,000 in ARPA funds have not yet been fully or conditionally authorized for the purpose previously proposed by Town staff. Department heads are currently preparing written status updates on authorized projects funded by the Town’s

ARPA allocation and a detailed update on project status will be shared with the Council in the near future to help inform their subsequent funding allocation decisions.

Finally, if you have friends or family who may be interested in receiving this electronic newsletter, but may not yet be subscribed, please forward a copy of this newsletter to them. And, remember, subscribing to receive the newsletter, and other updates from your town, is easy to do. (See box to the right.)

Please do not hesitate to contact the Town Manager’s Office, 860.429.3336 or townmanager@mansfieldct.org, if you have constructive feedback on how the depth and breadth of information provided in the newsletter can be optimized to meet the needs of our residents.

Very respectfully,

Ryan J. Aylesworth
Town Manager

Subscribing to the electronic newsletter is easy and straightforward. Simply:

- Go to this page on the town’s website: <http://mansfieldct.gov/list.aspx>
- Enter your email address in the “Email Address” field
- Under the “Notify Me” section of the page check the box for “News & Press Releases”

Look for an automated email informing you that your email address has been added to the distribution list, then confirm your account. That’s it!

Town of Mansfield’s Budget Development and Adoption Schedule

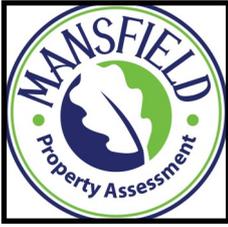


The Town’s management team has been working to compile the Town Manager’s Proposed FY 2023/24 Budget and capital improvement plan as a starting point for Council discussion starting in late March. We understand that potential impact on the taxpayer needs to be considered carefully and we will assist the Council in making any desired adjustments.

Please join in on the process. The budget schedule is provided below. All meetings may be attended in-person, or watch the live-stream virtually from your home: <https://www.mansfieldct.gov/2062/Livestream-of-Meetings>

Date/Time	Purpose	Location
March 29 Wednesday 6:30 PM	Budget Presentation Message, Budget in Brief, Guide to Budget, Revenue and Expenditure Summaries	Council Chambers Audrey Beck Building (Town Hall)
April 5 Wednesday 6:30 PM	Public Information Session Town Manager’s Budget	Council Chambers
April 6 Thursday 6:30 PM	Budget Review-General Fund and Capital: General Government, Public Safety, Community Services, Community Development, Town-wide, Operating Transfers, Parks & Rec Fund, Mansfield Discovery Depot, Other Operating Fund	Council Chambers
April 10-14	School Vacation Week	
April 10 Monday, 7:00 PM	Public Hearing on Budget at Regular Council Meeting	Council Chambers
April 11 Tuesday 6:30 PM	Budget Review-General Fund and Capital: Public Works, Other funds: Town Aid, Sewer Operating, Solid Waste Fund, Transit Services, Debt Service, Health Insurance, Workers’ Comp, and Cemetery Fund. Other agencies: Eastern Highlands Health District and Mansfield Downtown Partnership	Council Chambers
April 18 Tuesday 6:30 PM	Budget Review-General Fund and Capital: Board of Education, Shared Facilities Management, Shared Finance, Shared Information Technology & Management Services Fund	Council Chambers
April 20 Thursday, 7 PM	Budget Discussion (for flagged items and discussions)	Council Chambers
April 24 Monday 6:00-7:00 PM	Adoption of Budget (Note: held prior to regular Town Council meeting)	Council Chambers
April 26 Wednesday 6:30 PM	Adoption of Budget (meeting held if necessary)	Council Chambers
May 1 Monday, 7:00 PM	Region 19 Annual Meeting on Budget	E.O. Smith High School Media Center
May 2 Tuesday	Region 19 Budget Referendum for Ashford, Mansfield, Willington voters	Polling Places
May 4 Thursday 6:00 PM	Public Information Session Town Council Adopted Budget	Council Chambers
May 9 Tuesday 7:00 PM	Annual Town Meeting	Mansfield Middle School Auditorium

Important Updates from the Assessor's Office



Grand List Assessment Increase Notices and Appeals: Appeal Petitions Due by February 20

The Assessor has compiled the Grand List for October 1, 2022. Assessment Increase Notices were mailed February 1, 2023. Pursuant to Connecticut General Statutes §12-111, written "Real and Personal Property" assessment appeal petitions must be filed with the Board of Assessment Appeals, which meets in March, **BY February 20, 2023**. Postmarks not accepted.

Tax Relief Programs Available. Application Period Begins February 1

Low-income, Elderly and Totally Disabled Homeowners, Renters Rebate and Additional Veterans tax relief programs filing period begins February 1, 2023. Income maximums to qualify, based on IRS tax year 2022, are \$40,300 for an individual and \$49,100 for married couple.

Applications for Homeowners and Renters programs are available from the Senior Center. Please call them to make an appointment: 860-429-0262.

The Assessor will mail Additional Veterans biennial applications to registered taxpayers. For new applicants, please email Assessor@MansfieldCT.org to be placed on the mailing list.

Commercial, Industrial Real Estate & Rental Properties Income & Expense Forms

All owners of Commercial, Industrial Real Estate and/or Rental Properties (5+ units) are required to file annual Income & Expense Reports. Assessor will mail forms to property owners in February 2023. The deadline to file the form with the Assessor's office: **BY June 1, 2023**. Postmarks not accepted. Failure to file by the prescribed deadline will result in a 10% assessment penalty.

Kindly note, if you received a form and your commercial or industrial property is owner occupied, please indicate that on the form and submit by the deadline to avoid the assessment penalty.

Community Supported Agriculture

Learn about local CSAs at www.TasteofMansfieldCT.org



Community Supported Agriculture (CSA) is a subscription to a season's worth of sustainable, locally grown produce distributed to members throughout the harvesting season. CSA members enjoy the quality of fresh fruits and vegetables, while supporting their local farmer. Every farm is different, but all stand by the same principles: to connect with the community, to provide healthy, often organic, produce, flowers, and sometimes eggs and meat, directly to consumers, and to build a more vibrant local food system.

Sign up in late February!



Don't Toss It—FIX IT! At the Upcoming Repair Café on April 8



Free repairs for bicycles, toasters, other small appliances, vacuum cleaners, lamps, and clothing. Carry it in and learn from volunteers how to get it working again. If it can be fixed, we can do it! (or better yet, show you how to do it yourself next time!)

Bring your repairs to the Repair Café on Saturday, April 8, 2023 from 10 am to 2 pm, at the First Congregational Church, 199

Valley Street, Willimantic.

The Repair Café is a FREE event open to the public. And if you have skills to share, please consider volunteering your time!

Visit the Willimantic Repair Café, [Facebook page: @repaircafe.willimantic](https://www.facebook.com/repaircafe.willimantic).

Join the Public Input Session for the Parks & Recreation Master Plan



The Town of Mansfield is hosting a public workshop to invite input from community members for the Parks and Recreation Master Planning process. The workshop will be led by 110% INC, the consulting firm leading the planning effort, and will be held on Wednesday, February 15 from 6:00 PM - 7:30PM at the Mansfield Middle School located at 205 Spring Hill Rd.

The workshop will provide background information on the planning effort, interactive engagement opportunities for the community as well as a worksheet activity for children. All members of the public are invited to attend and make their voice heard to help shape the future of parks and recreation in Mansfield, CT.

As an added convenience to encourage families, a childcare option will be available for ages: 2 -12 during the workshop.

“Mansfield is fortunate to have such a wide variety of parks, waterways and trails, arts and recreation options as well as fitness facilities,” says Jay O’Keefe, Director of Parks and Recreation Department in Mansfield. “As we look down the road, we want to ensure we are focused on enhancing these services to meet the community’s needs and desires for today and tomorrow. We hope community members of all ages and interests will join us for this input session February 15.”

MANSFIELD TOMORROW **PARKS & REC MASTER PLAN**

PUBLIC WORKSHOP

MAKE YOUR VOICE HEARD!

FEB 15th 6PM
MANSFIELD MIDDLE SCHOOL

Planning Staff Member Earns Distinguished Certification



The Town of Mansfield is pleased to announce that Jillene Woodmansee has successfully earned the distinguished designation of [Certified Zoning Enforcement Official \(CZEO\)](#).

Earning this title requires at least three years of zoning enforcement experience in a Connecticut municipality, successful completion of 60 hours of training and associated examinations, and a written case study demonstrating knowledge and experience of the complex and varied principles, methods, and techniques of the zoning enforcement process.

The Planning and Zoning Commission (PZC) appointed Jillene the Town’s Zoning Agent in 2019 and on July 2022 Jillene was promoted to the position of Planner II. Please join us in congratulating Jillene on her accomplishments. Achieving this designation is an asset to our Planning & Development Department and the community.

We All Have the Same Human Rights



The Universal Declaration of Human Rights was proclaimed by the United Nations General Assembly in 1948, nearly 75 years ago. This declaration identifies the rights to which human beings should be entitled, simply by virtue of their presence in the human community. On December 12, 2022 the Mansfield Town Council issued a proclamation acknowledging and supporting International Human Rights Day.

What are the primary human rights identified in these documents?

- The right to be treated with dignity;
- The right to life, liberty and security of person;
- Equality before the law and freedom from harassment;
- Freedom of expression, thought, conscience and religion;
- Free choice of employment and freedom from discrimination;
- Adequate health care, housing, food and education.



Mansfield formed a Human Rights Commission (HRC) whose purpose is to educate all residents of our town and the surrounding area about human rights on the ground level. The HRC has been in existence for about two years. So far, we have participated in the Celebrate Mansfield Festival in the fall (see photo left) as well as the Juneteenth and Pride Month

celebrations in the spring. We have begun a conversation on the implications of being white by reading and discussing *Waking Up White* by Debby Irving, and hosted the author in an open discussion in the library (photo below right.) We also hosted the “Building Bridges” photo exhibit showing experiences of immigrant families in America at the Library Express.

With our partners, HRC organized and carried out the creation of the mural on the wall of the Mansfield Community Center honoring Dr. Martin Luther King, Jr. We also created and distributed two posters, using artwork from two Mansfield Middle School students, explaining Juneteenth for our community to mark our first official year of recognizing that holiday in Mansfield. Finally, we conducted a survey of town residents about their experiences of living in Mansfield, particularly those in which human rights are in question.



What is your experience with Human rights in Mansfield? We have just begun our work and we welcome anyone who wants to be involved with us to look at [our page on the Town website](#). We currently have one opening on the commission. If you are interested in applying, contact Monica Ferrara, Assistant Town Clerk, (ferraramt@mansfield.org) who can explain the application process.



We are placing suggestion boxes in several public buildings for anyone who wants to let us know something about a human rights concern in town, or [send us a message](#)— or just scan this QR Code.

Human rights in Mansfield means that we all deserve to be treated with respect, have our needs for public services met and to feel comfortable and welcome in all public places regardless of national or ethnic origin, faith tradition, sexual orientation, gender, age or ability status. Thanks for taking time to read this article and think about human rights in our town. We look forward to hearing from you.

-Submitted by Jane Fried, Chair, Mansfield Human Rights Commission

Sign up for CODE RED Emergency Alerts from the Town of Mansfield

Residents are encouraged to sign-up for emergency notifications from the Town of Mansfield. The CodeRED emergency notification system serves as the backbone of the Town of Mansfield’s emergency planning and communications outreach by sending telephone calls, text messages, emails and social media in an effort to effectively inform residents to protect life and property.

To sign-up for CodeRed emergency notifications, visit [our website](#)



Taste 2 Towns: Mansfield-Windham Restaurant Week is Coming! February 20 – March 5

The Mansfield Downtown Partnership and the Town of Mansfield are cooking up something good along with the Willimantic Downtown Neighborhood Association and the Town of Windham: Taste 2 Towns: Mansfield-Windham Restaurant Week!

From February 20 through March 5, enjoy the diverse dining destinations in our communities. Participating restaurants will serve up *prix fixe* menus and to-go packages featuring a wide variety of cuisines.

Visit Taste2Towns.com to see a list of participating restaurants and their menus. The 2023 restaurant roster will be available soon!

Taste 2 Towns: Mansfield-Windham Restaurant Week is made possible with the generous support of our sponsors, including “Chef’s Table Sponsor” Green Valley Tree and “Main Course Sponsors” Crane Hill Constructing, Dog Lane Café, Eastern Connecticut State University Foundation, Fenton River Grill, Green Valley Hospitality, and Zlotnick Construction.

TASTE 2 TOWNS
2023
20+ RESTAURANTS AWAIT

FEB 20 'til MAR 5

MANSFIELD & WINDHAM

PRIX FIXE AND TAKEOUT

PLAN YOUR DELICIOUS: TASTE2TOWNS.COM

Our community is great place to eat out. Enjoy prix fixe menus and to-go packages at participating restaurants from February 20 to March 5, 2023.

Windham CONNECTICUT
MANSFIELD CONNECTICUT Your place to grow
MANSFIELD DOWNTOWN PARTNERSHIP Business and Community
WILLIMANTIC DOWNTOWN NEIGHBORHOOD ASSOCIATION

Storm Drains and Rain Garden Help Protect Conantville Brook



The Town of Mansfield was very fortunate when the Eastern Connecticut Conservation District, Inc. (ECCD) donated 12 storm drain filters to the Town. In addition to the filters, ECCD installed a rain garden and vegetated buffer in Sunny Acres Park and the East Brook Mall. The Town is subject to National Pollutant Discharge Elimination System (NPDES) through the Municipal Separate Storm Sewer Permit (MS4). This permit regulates runoff into the Town’s stormwater system from the Town’s roadways and private properties. Using the combination of practices, filters, rain garden and vegetated buffer, the goal of ECCD and the Town is to reduce the amount of impaired water reaching the Conantville Brook.

The storm drain filters are Ultra-Urban Filter® with Smart Sponge®, developed and manufactured by AbTech Industries, as an innovative low-cost Best Management Practice (BMP) that helps meet National Pollutant Discharge Elimination System (NPDES) requirements with effective filtration, efficient application, simple installation, and low maintenance. The Smart Sponge contains an anti-microbial agent that is effective in reducing coliform bacteria found in stormwater. Smart Sponge permanently binds this anti-microbial agent to the Smart Sponge polymer surface in a proprietary process. Due to this permanent bond, the anti-microbial agent is active but does not leach, avoiding any downstream toxicity issues. It is also capable of selectively removing oil derivatives and hydrocarbons.



Smart Sponge fully encapsulates recovered oil, resulting in a substantially more effective response that prevents absorbed oil from leaching. It is also efficient in successfully removing sheen. In addition, the Smart Sponge remains buoyant in calm or agitated water, permitting it to remain in place until fully saturated, resulting in no wasted product. Once oil is absorbed, the Smart Sponge transforms the pollutants into a stable solid for easy recycling, providing a closed-loop solution. Smart Sponge technology is a cost effective BMP with low installation and maintenance labor costs.

ECCD also undertook water quality improvement projects by planting trees and shrubs in Mansfield in two locations, a rain garden at Sunny Acres Park and a vegetated buffer at the East Brook Mall. Rain gardens and vegetated buffers protect water quality by intercepting and taking up nutrients and pollutants that can pose health risks to people and wildlife, while also reducing flooding and drainage problems. These two types of plantings are a relatively easy, effective, and low-cost option for reducing stormwater impacts. Randazzo Timber & Stone provided excavation support and the Town of Mansfield greatly appreciates their assistance.

Mansfield Firefighters Teach Hands-Only CPR Through Flashy Video

A group of Mansfield firefighters are taking National Heart Health month to the next level by showing our community how to help a victim until professional EMTs arrive.

In keeping with the entertaining video created for Fire Safety Month last October, Firefighter Dave Keplesky donned his sunglasses and star-studded jacket once again to rap his story about CPR. With on-camera support from his peers Ted Morrissette, Tyler Burnham, David O’Brien and Rick Landry, the group showed the basics of Hands-Only CPR. What a great service, and a clever way to teach safety!

You can watch, and learn, by [clicking here](#).



Construction at The Standard at Four Corners is Underway



Scheduled to open in August 2025, the Standard at Four Corners project has begun. Construction is in full swing on this project in the Four Corners area of Town off of Rte. 195

The Standard at Four Corners will be a mixed-use project with 392 dwelling units and approximately 15,000 square feet of ground-floor commercial space. The development will include 35 units affordable to households at 80% of median income and 17 units affordable to households at 120% of median income.

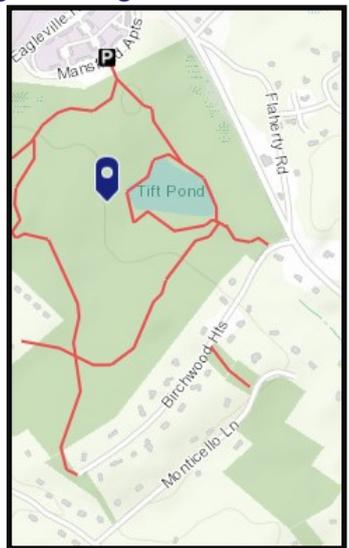
In addition to the on-site affordable units, the Planning and Zoning Commission approved a density bonus in exchange for a \$1.7 million contribution to the Town's Affordable Housing Trust Fund. This will help our community fund additional units of affordable housing in the future.



Access Point to Moss Sanctuary Trails Changes During Construction

The [Moss Sanctuary](#) is a favorite walking spot for residents, UConn students, and Town staff. During UConn's redevelopment of the Mansfield Apartments, access to the Sanctuary will be relocated. A trail from Rte. 195, will be established soon. In the meantime, there is still access and parking located at Birchwood Heights. Thank you for your patience!

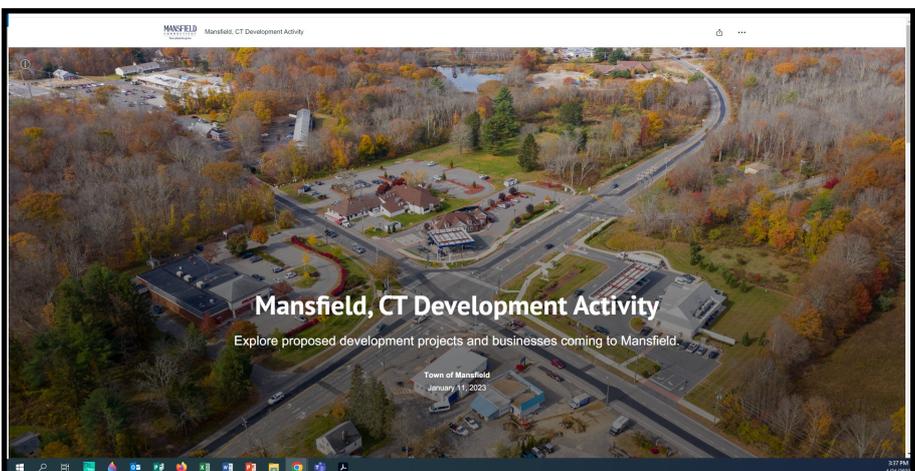
For more information regarding UConn's Mansfield Apartment redevelopment project can be found on the UConn [website](#).



Keep Up With the Latest News on Development Activity in Mansfield

There are many mixed-use and multi-family developments in various stages of the permitting process. The Planning Department maintains a [Development Activity](#) page on the website, which provides updates on upcoming and recently approved projects. We encourage residents to visit the site frequently.

Share Your thoughts! Please email the Department of Planning and Development at planzonedept@mansfieldct.org with any questions, comments, or information about participating in a public hearing. Sign up to receive notifications of when a new agenda has been posted by signing up on the [Town's Website](#).



Mansfield Local Government Academy Finishes Second Season



The Mansfield Local Government Academy wrapped up its second season of sessions in early January. Since September the cohort of 20 residents have attended two-hour workshops about all aspects of Mansfield’s operations and governance led by Town Manager Ryan Aylesworth’s office and the leaders from all the Town’s departments.

Congratulations and thank you goes to these local citizens for investing their time to learn more about the community: Arlene Albert, Chris Beaudry, Pam Brundage, Sandra Calamari, Will Carroll, Raymond Fricano, Lisa Garvey, Sabrina Hosmer, Dara Houston, Tina Huey, Bob Keplesky, Chris Kueffner, Carl Lund, Rene Mercado, Mary Paul, Irene Sheehan, Bill Tomecko, Tresca Marr-Smith, Vera Ward, and Jillian Welenc.



The final few sessions included a presentation by Mansfield Public Schools about their Core Beliefs, approach to student engagement, special services, and updates on the new Mansfield Elementary School and Mansfield Middle School buildings. At the final session, the focus was on the work of Mansfield’s Boards and Commissions. Planning & Zoning Commission Chair Paul Aho and Economic Development Commission Chair Steve Ferrigno spoke about their experience leading these vital committees and the value of the work. Virginia “Ginny” Walton, who staffs the Solid Waste Advisory Committee and the Sustainability Committee, discussed the impact of the volunteers who address policy and hands-on advocacy work around sustainability and waste issues.



Town Councilor Charles Ausburger and Deputy Mayor Ben Shaiken, who chair the Town’s Republican and Democratic parties respectively, outlined the importance of serving in elected positions. They described their own experiences becoming involved with Town governance, and the process for being nominated by a party to run for office.

The Academy concluded with a wrap-up about the value of the experience to participants, and how it might be improved for future cohorts. The group had also completed evaluations on each session as the workshops progressed.

Any Mansfield resident who has an interest in participating in the next Mansfield Local Government Academy, starting in late summer, should email TownMgr@mansfieldct.org.

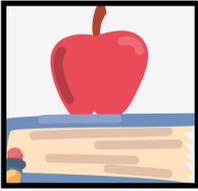


State of Connecticut Expands Returnable Beverage Deposits



Starting January 1, 2023 the Connecticut deposit law, known as the “bottle bill”, expanded beverage cans and bottles eligible for a five-cent deposit refund. The law now includes beer, energy drinks, water, sports drinks, hard seltzer, hard cider, tea and coffee, kombucha, plant water and juice. The locations to redeem the nickel deposit has expanded as well. To learn more, visit www.recyclingmakescentsct.com.

Deliberation and Discourse Group at E.O. Smith to Focus on Equity in Education: Behind the Books



On February 3rd, Deliberation and Discourse (DD) is hosting a public forum about access to education from 6-8:15 pm at Edwin O. Smith High School. The public forum will discuss how well the country and school communities are doing in making school accessible and equitable for all.

This forum will discuss the initiatives implemented in Mansfield and explore additional ideas for improving public schools for all students. People of all ages are welcome.

Attendees are asked to RSVP [through this link](#). The students have organized this event as an Encounter where the group discusses the topic using different texts. Registrants will receive an email link a few days prior to the event with sources that will be discussed. This is the first in-person public forum the DD group has hosted since Covid-19, and masks are encouraged. It will be held in the Library-Media Center at the high school, and refreshments will be served.

The E.O. Smith Democratic Discourse and Deliberation Project works in partnership with the Thomas J. Dodd Research Center at UConn. The purpose of "DD" is to promote the use of dialogue as a means to build an understanding of multiple perspectives on community issues and to use common ground to build an action plan focused on resolution. Student participants are trained to be dialogue facilitators and will be asked to moderate discussions in a variety of forums. Students from all grades and diverse perspectives are encouraged to join to advance their deliberation skills and work toward building a stronger, more inclusive community.

Please consider supporting these local students by participating in this important discussion.

Open Studio Space for Artists

(Ages 14+)

Artists of all mediums are welcome to enjoy the open studio space at the Community School of the Arts Lenard Hall. Bring your own materials, & come create & collaborate with your peers. All skill levels welcome. No instruction provided.

Location: Lenard Hall Recital Hall

Dates: Tues., Feb. 7-28 (330000-B)

Tues., March 7-28 (330000-C)

Times: 5-7 p.m.

Fees: \$11/month for residents,

\$21/month for non-residents

Community School of the Arts Lenard Hall
450 S. Eagleville Rd, Storrs/Mansfield, CT 06268
www.mansfieldct.gov/csa 860-429-3015





REFUSE IT, REUSE IT POSTER CONTEST



What: Calling on students attending Mansfield schools to raise public awareness about meaningful ways to reduce waste and reuse products.

Why: Preventing waste reduces more greenhouse gas emissions and pollution than recycling. Preventing waste saves money and can be easy.

Who: Open to all students, grades K-12, attending Mansfield schools.

When: All entries must be submitted by March 31, 2023.



Visit this [link](#) for full contest rules and permission form for submission.

Nomination Period Opening Soon for 2023 Champions of Local Food



Do you know someone in our community who is a real champion for local food?

Perhaps a farmer who you've come to trust and rely on for your produce? Or a neighbor who is always willing to teach something about growing or preparing local foods?

Last year the Taste of Mansfield, with support from the Mansfield Economic Development Commission and the Mansfield Agriculture Committee, awarded the [first-ever Taste of Mansfield Champion Awards](#) to Diane Dorfer, Stephanie Deason and the Tri-County Greenhouse. Nominated by peers within our community, these champions understand how our community is truly connected through local food.

The nomination period will be opening soon for 2023 Champions. Please be thinking about the folks you observe in our community who advocate for agriculture and work to provide equitable access to fresh, local food in Mansfield.

Read the Senior Sparks Featuring Services and Programs for Seniors

SENIOR SPARKS MANSFIELD SENIOR CENTER NEWSLETTER

If you are 55 or over and want to travel more, meet new friends, build a new skill, make some music, enjoy a meal with others, receive help doing your taxes or using a computer, then the Mansfield Senior Center is a great resource for you!

Start by reading through the latest issue of [Senior Sparks](#) to see what's in store this month!

Video Visits to the New Mansfield Elementary School on YouTube



School Building Committee Vice-Chair and Educator Chris Kueffner has been sharing the recent progress on Mansfield Elementary School through a series of “Video Visits” produced with Mansfield Public Schools and the Town.

He guides viewers on a tour to see how the spaces are taking shape, and why Mansfield Elementary School will be such a great environment for 21st century learning and promoting sustainability.

To view these videos, visit the Facebook pages of [Mansfield Public Schools](#) or [Town of Mansfield](#), or visit (and subscribe!) the [Town’ of Mansfield YouTube](#) channel.

What’s the Difference: Service Animals vs. Emotional Support Animals



Did you ever wonder what exactly is the difference between a Service Animal and an Emotional Support Animal (ESA)? Mansfield Animal Control is here to go over some of the basics.

By law, Service Animals have many more rights than an ESA. Service Animals are specifically trained in a task to aid their owner with a disability such as guiding the blind, aiding people who are deaf, or pulling a wheelchair. Some service dogs

alert their owners that they are going to have a seizure or remind them to take a medication. Service Animals go through specific training to learn these tasks and often people with disabilities go through a lot of effort to acquire a Service Animal.

Emotional Support Animals, on the other hand, are not required to go through any of this training. To legally be considered an emotional support pet, any pet can be prescribed by a licensed mental health professional to a person with a disabling mental illness. This means people can make the dogs that they already have into an ESA. Owners who have found the company of their dog at home healing can use this bond to help them over hurdles of functioning in public.

Because ESAs can end up in the same environment as service animals, untrained ESAs can cause disruptions. In some instances, ESAs have attacked and injured Service Animals. Service animals that have suffered attacks are often unable to work in the future. This can leave a disabled person without their independence at a huge financial loss. Untrained ESAs also give well-behaved ESAs a bad rap, causing places to ban all ESA.

ESA can be extremely beneficial for the people who need them. If you are in need of an ESA here are a few tips to make sure your pet is adding to benefit of all who need ESA and Service Animals:

Differences between ESA and Service Dog	
ESA	Service Dog
Not covered by the ADA for all public places	Covered by ADA for rights to bring into public places
Primary role is to provide emotional support & companionship	Sole function to provide support & assist in disabilities
Does not need to have special or formal training	Requires formal training for specific disability being treated
 esacare.com	

Training Training Training! Enroll your dog in a basic group obedience class. Not only does training create and enforce the bond with your dog, group obedience is a unique environment to socialize your dog to new people and other dogs.

Get your K9 Good Citizen Certified. The American Kennel Club offers a Canine Good Citizen test (CGC) which is a certification program that evaluates dogs. Dogs are put in simulated everyday situations and judged based on their reactions. Dogs who pass the CGC test are considered reliable community members.

Check the rules before you bring your dog. Some businesses only permit Service Animals to enter. Check to make sure ESA are allowed before trying to bring them. This avoids confrontation or having to leave your dog in a vehicle.

Be respectful. Make sure you always have control of your dog in public, and be respectful of others and their pets.

By following these basic tips, ESA and Service Animals can co-exist in a community.

Mansfield Library Hosts New Children’s Programs with Miss Emily



The Mansfield Public Library and Miss Emily, our new Children’s Librarian, are excited to announce new, weekly programs and special events! See an overview below and find more information in the library’s [calendar online](#). As always, all library programs are free and open to all families!

Weekly Programs:

Toddler Time: Tuesdays @ 10:30AM.

Learn, dance and play with Miss Emily through stories and songs at the library!

Wonder Workshop: Thursdays @ 4-6PM

A drop-in creative workshop, featuring STEAM activities, themed crafts, and tactile play.

Music & Movement: Fridays @ 10:30AM

Let’s move! Sing, dance and move your bodies in this interactive, music-based program.

Saturday Storytime: Saturdays @ 10:30AM

Saturday morning stories & songs!

Special Events:

Take Your Child to the Library Day

Saturday, February 4th: Storytimes @ 10:30AM & 2PM.

All families are invited to sing, dance and enjoy silly stories with Miss Emily. Drop-in library-themed crafts and activities will also be available all day!”

Celebrate Black Authors & Illustrators at the Library!

Tuesday, February 21st: Storytimes at 10:30AM & 2PM

Celebrate Black History Month through stories and crafts honoring Black authors and illustrators. A collage craft will be available on a drop-in basis all day.

New! New Movie Fridays at 1:00 PM

Have you missed some first-run movies in the local theaters? Come enjoy a new movie every Friday at 1 PM in our program room. Look at [our events calendar](#) to find out which films are scheduled. In February, we are expecting to show *Till*, *Wakanda Forever*, *Spoiler Alert*, and *The Woman King*.



Films may be subject to change based on availability.

Mansfield Fire Department Hosts Blood Drive Friday, February 24



The Mansfield Fire Department consistently hosts blood drives here in Mansfield to ensure there is a supply for those who need it when they need it most. Won’t you consider rolling up your sleeve?

Friday, February 24, 2023 starting at 8:30AM at Reynolds Hall at Station 107, 879 Stafford Road, Storrs

Please call 1-800-RED CROSS (1-800-733-2767) or visit:

[RedCrossBlood.org](https://www.redcrossblood.org) and enter: *Eagleville* to schedule an appointment.

ALL BLOOD TYPES NEEDED

American Red Cross

Help save a life.
Schedule your blood donation appointment today.

Four Towns Hold Summit to Begin Implementing Regional Plan



On January 30, a summit was held in Coventry to update stakeholders on the Four-Town (Bolton, Coventry, Mansfield, and Tolland) Action Plan for Economic Vitality. The steering group from the four towns reported back to the key stakeholders who were involved in 2019 on progress on implementing the Plan, including the new name and brand, *Connecticut's Countryside*.

The Action Plan is focused on initiatives to promote outdoor recreation, agriculture and agri-tourism, culture and entertainment, higher education institutions, and small business and entrepreneurs. Marketing and visibility of the initiatives is a key part of the Plan.

If you would like to get involved with Connecticut's Countryside including potentially serving on a committee, contact Cynthia van Zelm, Executive Director of the Mansfield Downtown Partnership, at vanzelmca@mansfieldct.org.



Connecticut's COUNTRYSIDE

BOLTON • COVENTRY • MANSFIELD • TOLLAND

Adventure, Agriculture, Arts & More!

February is National Heart Health Month: Do You Know the Signs?



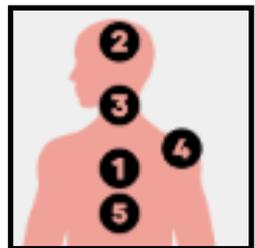
Kelly O'Donnell is the new Employee Wellness Specialist here in Mansfield. Her job is focused on making sure the employees of the Town and the School Districts are making wellness a priority.

Kelly says, "My goal is to encourage employees to improve and maintain both their physical and mental health through activities and events. I am passionate about incorporating health and wellness into people's daily lives."

Kelly's degree is in Health Science with a minor in Psychology from the University of Hartford. She also just recently became certified as a registered EMT.

In National Heart Health Month, she urges everyone in the community to know the signs of a possible heart attack:

1. Pain/Discomfort in Chest
2. Lightheadedness, Nausea, Vomiting
3. Jaw, Neck or Back Pain
4. Pain/Discomfort in arm or shoulder
5. Shortness of Breath



Another threat related to heart health is the risk of Stroke. If you suspect someone is experiencing a Stroke, remember to **BE FAST!** And watch for these signs:

- B**alance: Loss of balance or dizziness
- E**yes: Loss of vision
- F**ace: Facial drooping or numbness
- A**rm: Arm weakness
- S**peech: Speech difficulty or slurred speech
- T**ime: Time to call 9-1-1



Save the Date: Paper Shredding Coming Up April 29

Mark your calendar for Paper Shredding at the Transfer Station, Saturday, April 29, 9 am to 12 noon

Getting Tired of Winter? Parks & Recreation is Here to Help!



In the season of dreary weather, Parks and Rec is here to add festivities, fun, and a focus on health for you! Click on each item below to learn more. Many programs require pre-registration; visit us at the Mansfield Community Center to register in person (we'd love to see you; [operational hours are listed here](#)), mail in registration forms (with payment if applicable) to 10 S. Eagleville Road, Storrs, CT 06268 or click the registration links below to sign-up online.

FREE Events for Mansfield Families

[Annual Valentines Dance Returns!](#) Registration deadline February 3. Event Sat., Feb. 4, 6 to 8 p.m. at the Mansfield Community Center

[Family Paint Day.](#) Thurs., Feb. 9, 5:30 to 7 p.m. at Lenard Hall. [Register here.](#)

Parks & Recreation [Master Planning Public Workshop](#); Wed., Feb. 15, 6 to 7:30 p.m. at the Mansfield Middle School. Child Care services available.

[Free Mansfield Days at the Community Center,](#) Sat., Feb. 18 and Sun., March 5

[Free Walk-Up Kidney Screenings](#) - Sat., Feb. 18 and Sat., March 4, 7:30 a.m. to 3:30 p.m.

[Free Alzheimer's Related Events,](#) Wed., Feb. 22 and Wed., March 22, 5:30 p.m. to 7 p.m. [Pre-registration for each date required](#)

Pedal to Cure Cancer, Sat., Feb. 25, 10 a.m. to 1 p.m. Free to participate, donations welcome. Due to the limited quantity of spin bikes, registration is required for desired pedal-timeframe. [More info at mansfieldcc.com.](#)

Guided Hike/Snowshoe at [Schoolhouse Brook Park.](#) Sat., Feb. 25, 1 p.m.

Free Swim Lesson Evaluations! Not sure what level [swim lessons](#) to enroll your child in? Visit the Mansfield Community Center between 12 p.m. and 1 p.m. for a quick evaluation! Spring swim lesson registration opens as early as March 20.



Snow Shoe Rentals

Don't let a little snow stop you; go out and explore Mansfield! Snowshoes are available to rent at the Mansfield Community Center during the months of December through March. Rentals are available on a first come first serve basis. Children and adult sizes are available (four pairs of each size). Mansfield trail maps are available upon request, or via download online at <https://mansfieldct.gov/1689/Parks-Preserves>

Fees: \$10 per pair per day

Fitness & Health Events and Activities

[Hypnosis for Pain Management Class](#) Tues., Feb. 7, 7 to 8 p.m. Free to Mansfield Community Center members, \$10 for non-members.

[Alexander Technique Seminar](#) - Tuesday, March 7, 6-7 p.m. – Free to Mansfield Community Center members, \$10 for non-members. [Register here.](#)

[Youth Triathlon!](#) Sun., March 19, 8 to 10:30 a.m. Registration deadline March 13; [Register now!](#)

Did you miss the **Free Kidney Screenings** and **Alzheimer's Events** listed above? See the info under "Free Events for Mansfield Residents"!

Do you know that Mansfield Parks & Recreation offers Nutrition Counseling, Stress Management, and Body Composition Testing at the Mansfield Community Center? It's true! If you are taking steps to improve your health and wellness, [please get in touch.](#) [Click here to learn more!](#)



New Equipment Comes to the Teen Center!



Parks and Rec is excited to announce some new gear recently debuted in the Teen Center! Available immediately for use is a new foosball table and Nintendo Switch game system!

Teen Center membership is free to young persons in grades 5 to 12. Learn more at:

<https://www.mansfieldct.gov/1675/Teen-Center>



MANSFIELD
COMMUNITY CENTER
Family, Fitness & Fun!



FALL IN LOVE 
with FAMILY, FITNESS & FUN

NEW MEMBERS RECEIVE
FIRST MONTH FREE
SIGN-UP FEBRUARY 14 TO 28, 2023
\$35 enrollment fee applies and is due at signup. First monthly payment is waived; monthly billing starts 4/1/23.
Present this coupon at the Mansfield Community Center Reception desk. 10 S. Eagleville Road, Storrs, CT 06268



Learn More at
WWW.MANSFIELDCC.COM 860-429-3015

More Ways to Have Fun, Get Fit, and Enjoy Family Time Together!



Family Events and Activities

Family Fun Events!

- Fri., Feb. 3 – Theme: Feed the Birds! 4:30-7:30 p.m.
- Fri., March 10 – Theme: Plant a Flower Day! 4:30-7:30 p.m.
- Fri., March 24 – Theme: Science Fiction Day! 4:30-7:30 p.m.

Parent & Child Nights Out! Sign up for one or all!

- Fri., Feb. 10 – Science Experiment Night! 6-7 p.m.
- Fri., Feb. 24 – It's a Dinner Date! 6-7 p.m.
- Fri., March 10 – Pajamas and Fort Making! 6-7 p.m.

Youth Triathlon! Sun., March 19, 8 to 10:30 a.m. Registration deadline March 13;
[Register now!](#)

Family Play Day – Tues., Feb. 21, Discounted family entry into the Community Center! [See facility schedules here.](#)

Tot time! - Ages 5 and under and a guardian come and play every Monday, Tuesday, and Thursday from 9:30 a.m. to 12 p.m. at the Mansfield Community Center gymnasium. Tumbling mats, toddler toys, balls, and the Big Blue Blocks all available. Free to Mansfield Community Center members. [Daily admission rates](#) apply to non-members.

Dates to Save!

Monday, February 27 – New session of [Beginner Hula Dance](#) starts! Register now here.

March 1st – Spring Brochure available online at <https://www.mansfieldct.gov/1689/Current-Catalog>

Approximately March 3rd – Spring Brochure mailed to Mansfield Homes!

Thursday, March 23 – Resident Registration for Spring Programs Opens

Sunday, March 26 – [American Red Cross CPR Certification Course](#) – Registration deadline is March 19th. [Register now here.](#)

Rec Rescue Update

Due to the change in the Mansfield Public Schools calendar there will not be a Rec Rescue on Friday, February 17th. A new Rec Rescue date has been added for Thursday, April 6th. Registration is open now!

Friends of the Mansfield Library Spring Book Sale



Saturday, March 25 from 9:00am – 4:00pm and
Sunday, March 26 from 9:00am – 3:00pm

Book sales occur twice a year, often in the Spring and in the Fall. Proceeds from the book sales goes towards supporting entertaining and informative programs at the library, such as the ice cream social and summer reading program, and purchases like museum passes, the Adirondack chairs for the lawn, the covered area in the playground, and the vegetable garden.

- Book sales take place in the Buchanan Auditorium at the Library. Depending on the weather, in addition to the auditorium there is a tent set-up outside the library.
- Parking is available in the lots on either side of the library.
- Payment Options: The Friends accept payment in the form of cash, checks and credit cards.

For more information, visit the Friend's website: friendsmansfieldlibraryct.org

Thin Ice and Winter Water Can Be Deadly: Know How to Be Safe



Although late winter can bring some stretches of cold weather where ice forms on ponds and waterways, be aware that ice is never 100 percent safe. You cannot judge the strength of ice just by its appearance, age, thickness, or the temperature. Other factors, including water depth, size of the water body, water chemistry, currents, and local weather conditions—all impact ice strength.

Did You Know:

- New ice is usually stronger than old ice. Four inches of clear, newly-formed ice may support one person, while a foot or more of old, partially-thawed ice may not.
- Ice seldom freezes uniformly. It may be a foot thick in one location and only an inch or two just a few feet away. Continue to check the conditions as you move around on the ice.
- Ice formed over flowing water and currents is often dangerous. This is especially true near streams, bridges, and culverts. Also, the ice on outside river bends, and inlets and outlets of lakes and ponds is usually weaker due to the undermining effects of the faster current.
- The insulating effect of snow slows down the freezing process. The extra weight also reduces how much weight the ice sheet can support. Also, ice near shore can be weaker than ice that is farther out.
- Booming and cracking ice isn't necessarily dangerous. It only means that the ice is expanding and contracting as the temperature changes.

General Ice Thickness Guidelines

These guidelines are for new, clear (blue) ice on lakes and ponds. White ice or "snow ice" is only about half as strong as new clear ice.

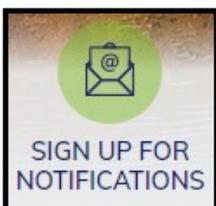
Under 4" - STAY OFF 4" -- Ice fishing or other activities on foot

5" - 7" -- Snowmobile or ATV

Note: It is illegal to drive a car or truck on the ice in Connecticut.

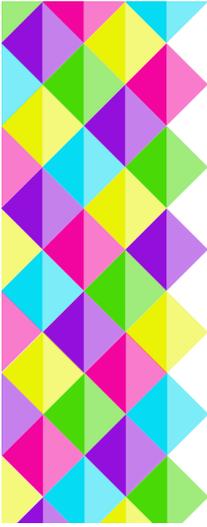
Visit the State of Connecticut Department of Energy and Environmental Protection (DEEP) website for more [about how to stay safe outdoors in winter.](#)

Know about road construction and closure notifications, plus more!



If you want to receive alerts from the Town of Mansfield, just [visit the website under Sign Up for Notifications](#), and select *News & Press Releases*.

You will be informed when the Town has news you should know! Events. Emergencies. Traffic holdups. Road work.



Downtown Storrs Celebrates National Poetry Month

downtownstorrs.org/poetry

There's a poem in this place

~ From "In This Place (An American Lyric)" by Amanda Gorman

The Mansfield Downtown Partnership invites residents to enjoy National Poetry Month in Downtown Storrs this April. Plans are in the works for activities to mark this annual celebration of the ways in which poetry enriches our lives. Look for details at downtownstorrs.org/poetry as we approach April.

Pay-as-you-Throw—How to Reduce Your Trash Bill in Mansfield



Members of the Solid Waste Advisory Council have produced a video to share with fellow residents who want to lower their trash bill.

The video explains what contributes to increasing trash in a household, and how some mindful steps can help reduce your weekly trash.

To see the video, please go to the Town's YouTube page: <https://www.youtube.com/watch?v=ZIA6bVHpaik>

Watch for More News and Updates on our Social Media



FACEBOOK:

Town of Mansfield
Mansfield Public Library
Mansfield Senior Center
Mansfield Youth Services
Mansfield Fire Department
Downtown Storrs
Mansfield Downtown Partnership
Mansfield Community Center
Mansfield Public Schools Taste of Mansfield

INSTAGRAM:

Mansfield Downtown Partnership
Taste of Mansfield

TWITTER:

Town of Mansfield
Downtown Storrs
Mansfield Public Library
Eastern Highlands Health District

Subscribe to our YOUTUBE channels

To view meetings:
mansfieldct.gov/video

For other information:
youtube.com/@townofmansfieldyoutube1177

Saturday Social Group



SNSG is a drop in program for adults and teens (age 15+) with developmental and/or cognitive disabilities. Come participate in a themed activity, socialize, & make new friends! First time participants must be accompanied by a parent/guardian.

We will Sparkle at our February Meeting

1pm-3pm

Mansfield Community Center

Arts & Crafts Room

**\$6 for residents,
\$7 for non-residents**

February 11, 2023

Activity # 310063-B

**Pre-registration is encouraged!
Feel free to bring a snack to share.**

**MANSFIELD COMMUNITY CENTER
10 S. EAGLEVILLE ROAD STORRS, ct 06268
860-429-3015 WWW.MANSFIELDCC.COM**



Do you ever need Wi-Fi access, or a place to charge your phone? Stop by the new covered pavilion at the Mansfield Public Library, day or night, winter or summer. This new facility provides you a safe, bright, open-air space to work whenever you need it. (The penguins will gladly give you their seat!)



Town of Mansfield is holding a Compost Bin & Rain Barrel Pre-Order Sale

PRE-ORDER SALE RUNS FROM FEBRUARY 1, 2023 TO APRIL 7, 2023

Orders are only taken online. Accept debit card and credit cards

For Residents Only

Orders will be available for pick-up on

SATURDAY, APRIL 22, 2023 9 AM - 12 PM

at the Mansfield Transfer Station

221 Warrenville Road, Mansfield Center, CT 06250

Order today: www.enviworld.us/mansfieldct

Adjusted price with Town of Mansfield \$15 subsidy

\$100 value
\$45

- Large 11 cubic foot/311 liter capacity
- Manufactured of 100% recycled content
- Oversized easy-access top opening
- Strong unibody construction
- Fits easily in an average sedan
- Reduce your waste



- Unique square shape and attractive neutral color
- Large 55 gallon (208 liter) capacity
- Easily accommodates existing downspouts
- Includes overflow spout and 4" hose to easily link two or more barrels for multi-barrel installations or to redirect overflow away from foundations
- Elevated spigot accommodates watering cans
- Insect resistant stainless steel filter

\$120 value
\$70

For more information on this event, please contact Virginia Walton

860-429-3333 or waltonvd@mansfieldct.gov.

To learn more about how to compost, visit www.mansfieldct.gov/composting.



Two Webinars on How to Save Money & Energy

& Make Your Home More Comfortable

Thursday, Feb. 2 - 7 pm

Is Your Home Wasting Energy & Money?

You can improve your home's comfort and save money. Join Us for a webinar on how your home may be wasting money and how to access energy efficiency solutions for your home.

Thursday, March 2 - 7 pm

Can Heat Pumps Work in Your Home?

A heat pump is an energy efficient and economical way to heat and cool your home for year-round comfort. Heat pumps are a great alternative or supplement to your typical furnaces and air conditioning units. Join us to learn the basics of how they work and if they can make your home more comfortable and economical.

Zoom log in - tinyurl.com/2jrzhww





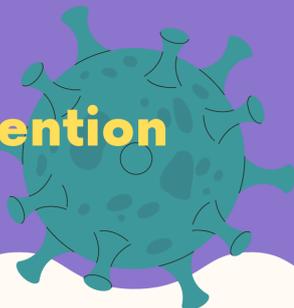
Facilities Department Installing Electric Vehicle Charging Stations



The Facilities Department has been coordinating with Artis Energy Solutions to install Electric Vehicle (EV) charging stations at various Town facilities, including the Mansfield Senior Center. Most of these charging stations will be available for public use, and all are set up for Town vehicle use. This is in an effort to provide more convenient sites for residents, employees and Mansfield visitors to be able to charge their electric vehicles.

The power company is offering a program that has provided the funds to cover roughly sixty percent of the expenses. We do expect a fee for use will be implemented, but it is meant to cover the cost of maintenance, power consumption and operation of the chargers. If you need to find an EV station, wherever you may be traveling, [visit this site](https://www.energy.gov/electric-vehicles/ev-charging-stations) managed by the U.S. Department of Energy.

COVID-19 Awareness & Prevention Hosted by EHHD



What:

Covid-19 educational materials including:

- video streams
- wallet cards
- bookmarks
- 2 FREE At-Home Covid-19 test kits per person
- Free Covid-19 Vaccination
 - Initial series: Pfizer / Moderna / Novavax
5 yrs+ 12 yrs+ 12 yrs+
 - Updated Boosters: Pfizer / Moderna
5 yrs+ 6yrs+
 - Walk-Ins welcome / www.vams.cdc.gov for appts
 - Bring Vaccine Records showing previous doses



Where:

Mansfield Town Hall Council Chambers

When:

Mondays (10am-1pm) & Thursdays (12-3pm)
 One Day Only: Wednesday Feb 1, 2023 (4-6pm)

Who:

Eastern Highlands Health District 860-429-3325



www.ehhd.org

What's Happening in Town? Don't miss these **EVENTS!**

Watch for more on the [Town of Mansfield website](#) . Watch for updates from the [Mansfield Senior Center](#) which hosts many online and in-person activities each month along with the [Mansfield Public Library](#) and the [Mansfield Community Center](#).

Date	Event/Activity	More Info/Register
February 1	Current Events and Politics Discussion Group, 1 PM - 3 PM	Mansfield Public Library
February 1	Craft Workshop: Paper Quilling Flowers, 3 PM	Mansfield Senior Center (Register at 860.429.0262 by 1/27)
February 1	Mini Spa Session, 4 PM	Mansfield Senior Center (Register at 860.429.0262)
February 2 - April 6	AARP Tax Aide Program, BY APPOINTMENT ONLY	Mansfield Senior Center (Stop by Senior Center to make an appointment and pick up forms, call 860.429.0262 with any questions)
February 3	Friday Films: Till (2022), 1 PM - 3:15 PM	Mansfield Public Library
February 3	Family Fun Night!, 4:30 PM - 7:30 PM Theme: Feed the Birds	Mansfield Community Center (Cost: FREE to members, non-members pay the daily guest rate)
February 4	Take Your Child to the Library Day, 9:30 AM - 5 PM	Mansfield Public Library
February 4	Annual Valentine's Dance, 6 PM - 8 PM	Mansfield Community Center
February 5	American Red Cross Adult & Pediatric CPR, 10 AM - 2 PM	Mansfield Community Center (Register by 1/29, Cost: \$82 for members, \$106 for non-members)
February 6	Bereavement Support Group, 2:30 PM - 3:30 PM	Mansfield Senior Center
February 7	Self Hypnosis for Pain Management, 7 PM - 8 PM	Mansfield Community Center (Cost: FREE for members, \$10 for non-members)
February 8	Current Events and Politics Discussion Group, 1 PM - 3 PM	Mansfield Public Library
February 8	Family Paint Night, 5:30 PM - 7 PM	Mansfield Community Center (MUST pre-register)
February 8	Podiatrist Services, 9:30 AM - 12:15 PM	Mansfield Senior Center (Register at 860.429.0262, bring your insurance card)
February 8	Virtual Author Talk with Lana Harper: Back in a Spell, 7 PM - 8 PM	Mansfield Public Library
February 9	Free CT FOODSHARE Distribution, Wrights Village Parking Lot on Maple Rd, 11:30 AM-12 noon	Mansfield Human Services or call 860.429.3315
February 9	Family Feud: Valentine's Day Edition, 5 PM	Mansfield Senior Center (Register by 2/6 at 860.429.0262)
February 10	Haircuts for Seniors, 8:45 AM—11:30 AM	Mansfield Senior Center (Register at 860.429.0262, Cost: \$15)
February 10	Friday Films: Black Panther - Wakanda Forever (2022), 1 PM - 4 PM	Mansfield Public Library

More **EVENTS!**

Date	Event/Activity	More Info/Register
February 10	Parent/Guardian and Child Nights Out, 6 PM - 7 PM Theme: Science Experiments	Mansfield Community Center
February 11	Saturday Story time, 10:30 AM - 11 AM	Mansfield Public Library
February 11	Friends of the Mansfield Library Book Donation Drop-off Day, 1 PM - 4 PM	Mansfield Public Library
February 13	Healthy Living for Your Brain & Body, 11 AM	Mansfield Senior Center (Register by 2/9 at 860.429.0262)
February 14	Valentine's Day Luncheon & Performance by Joe Flood, 12 PM	Mansfield Senior Center (Register with payment by 2/9 at 860.429.0262, cost: \$8)
February 14	Caregiver Support Group, 3:30 PM - 4:30 PM	Mansfield Senior Center
February 14	Mansfield Library Book Discussion Group, 6:45 PM - 8 PM	Mansfield Public Library
February 15	Current Events and Politics Discussion Group, 1 PM - 3 PM	Mansfield Public Library
February 15	Craft Workshop: Paper Quilling Flowers, 3 PM	Mansfield Senior Center (Register at 860.429.0262 by 2/10)
February 15	Mini Spa Session, 4 PM	Mansfield Senior Center (Register at 860.429.0262)
February 15	Input Session to Mansfield Parks & Rec Master Plan, Mansfield Middle School, 6 PM	Mansfield Community Center/ Parks & Recreation
February 16	Virtual Author Talk with Grace M. Cho: Tastes Like War, 1 PM - 2 PM	Mansfield Public Library
February 16	Mansfield Library Knitting Group, 2 PM - 4 PM	Mansfield Public Library
February 17	Friday Films: Spoiler Alert (2022), 1 PM - 3 PM	Mansfield Public Library
February 17	Hearing Clinic, 9 AM - 11:30 AM	Mansfield Senior Center (Register at 860.429.0262)
February 18	Saturday Story time, 10:30 AM - 11 AM	Mansfield Public Library
February 18	Jo Koy World Tour, 8 PM - 9 PM at the Jorgensen Center for the Performing Arts	Downtown Storrs
February 18	Open House - Free General Admission to all residents!	Mansfield Community Center
February 19	Little Theatre of Manchester: Baskerville - A Sherlock Holmes Mystery, 1 PM - 4:30	Mansfield Senior Center (Register with payment by 2/10 at 860.429.0262, cost: \$19)
February 19	Popovich Comedy Pet Theater, 2 PM - 3 PM at Jorgensen Center for Performing Arts	Downtown Storrs

More **EVENTS!**

Date	Event/Activity	More Info/Register
February 24	Parent/Guardian and Child Nights Out, Theme; Dinner Date, 6 PM - 7 PM	Mansfield Community Center
February 25	Guided Hike/Snowshoe in Schoolhouse Brook Park, 1 PM	Mansfield Community Center (Meet at the Clover Mill Rd Parking Area)
February 25	Family Fun Night!, 4:30 PM - 7:30 PM Theme: Carnival Day	Mansfield Community Center (Cost: FREE to members, non-members pay the daily guest rate)
February 21	Family Play Day, 5:30 AM - 8:30 PM	Mansfield Community Center (Cost: Members get TWO free guests, non-members pay Family Day-Pass Special)
February 21	Classic Movie Night, <i>The Lady Eve</i> , 4 PM	Mansfield Senior Center (Register by 2/16 at 860.429.0262)
February 21	Connecting to the Love Within Through Meditation Virtual Workshop, 6 PM - 7:30 PM	Mansfield Public Library (Email coffinv@mansfieldct.org to request the Zoom link)
February 22	Current Events and Politics Discussion Group, 1 PM - 3 PM	Mansfield Public Library
February 22	History for Fun: Cary Grant, 1 PM	Mansfield Senior Center (Register by 2/17 at 860.429.0262)
February 22	Craft Workshop: Paper Quilling Flowers, 3 PM	Mansfield Senior Center (Register at 860.429.0262 by 2/17)
February 22	Mini Spa Session, 4 PM	Mansfield Senior Center (Register at 860.429.0262)
February 23	Free CT FOODSHARE Distribution, Wrights Village Parking Lot on Maple Rd, 11:30 AM-12 noon	Mansfield Human Services or call 860.429.3315
February 23	Birthday Celebration, 12 PM	Mansfield Senior Center (Please call 860.487.9877 by 2/17 if you'd like your birthday celebrated)
February 23	Hearing Presentation, 2 PM	Mansfield Senior Center (Register by 2/21 at 860.429.0262)
February 24	Sheryl Faye Presents: Sally Ride, 1 PM	Mansfield Senior Center (Register by 2/21 at 860.429.0262)
February 24	Parent/Guardian and Child Nights Out, Theme; Dinner Date, 6 PM - 7 PM	Mansfield Community Center
February 25	Saturday Story time, 10:30 AM - 11 AM	Mansfield Public Library
February 25	Guided Hike/Snowshoe in Schoolhouse Brook Park, 1 PM	Mansfield Community Center (Meet at the Clover Mill Rd Parking Area)
February 25	Family Fun Night!, 4:30 PM - 7:30 PM Theme: Carnival Day	Mansfield Community Center (Cost: FREE to members, non-members pay the daily guest rate)

More **EVENTS!**

Date	Event/Activity	More Info/Register
March 1	Health & Comfort Foot Care, 9 AM - 3 PM	Mansfield Senior Center (Register at 860.429.0262)
March 1	Current Events and Politics Discussion Group, 1 PM - 3	Mansfield Public Library
March 4	Saturday Story time, 10:30 AM - 11 AM	Mansfield Public Library
March 5	Open House - Free General Admission to all residents!	Mansfield Community Center
March 7	Alexander Technique Class, 6 PM - 7 PM	Mansfield Community Center (Cost: FREE for members, \$10
March 8	Current Events and Politics Discussion Group, 1 PM - 3	Mansfield Public Library
March 9	Free CT FOODSHARE Distri- bution, Wrights Village Park- ing Lot on Maple Rd, 11:30	Mansfield Human Services or call 860.429.3315
March 10	Family Fun Night!, 4:30 PM - 7:30 PM Theme: Plant a Flower Day	Mansfield Community Center (Cost: FREE to members, non- members pay the daily guest rate)
March 10	Parent/Guardian and Child Nights Out, 6 PM - 7 PM Theme: Pajamas and Fort Making	Mansfield Community Center
March 11	Saturday Story time, 10:30 AM - 11 AM	Mansfield Public Library
March 14	Mansfield Library Book Discussion Group, 6:45 PM - 8 PM	Mansfield Public Library
March 15	Current Events and Politics Discussion Group, 1 PM - 3	Mansfield Public Library
March 16	Mansfield Library Knitting Group, 2 PM - 4 PM	Mansfield Public Library
March 18	Saturday Story time, 10:30 AM - 11 AM	Mansfield Public Library
March 19	Youth Triathlon (Ages 8 - 14), check in 8 AM in Arts & Crafts	Mansfield Community Center (Register by 3/13, Cost: \$25 for
March 22	Current Events and Politics Discussion Group, 1 PM - 3	Mansfield Public Library
March 23	Free CT FOODSHARE Distri- bution, Wrights Village Park- ing Lot on Maple Rd, 11:30	Mansfield Human Services or call 860.429.3315
March 24	Family Fun Night!, 4:30 PM - 7:30 PM Theme: Science Fiction	Mansfield Community Center (Cost: FREE to members, non- members pay the daily guest rate)

More **EVENTS!**

Date	Event/Activity	More Info/Register
March 25	Friends of the Mansfield Library Book Sale, 9 AM - 4	Mansfield Public Library
March 25	Lifeguard Training Recertification and Bridge Class, 9 AM - 4 PM	Mansfield Community Center (Register by 3/12, Cost: \$130 for members, \$169 for non-members)
March 26	Friends of the Mansfield Library Book Sale, 9 AM - 3	Mansfield Public Library
March 26	American Red Cross Adult & Pediatric CPR, 10 AM - 2 PM	Mansfield Community Center (Register by 3/19, Cost: \$82 for members, \$106 for non-members)
March 28	Meditation in Current Times Virtual Workshop, 6 PM - 7:30 PM	Mansfield Public Library (Email coffinv@mansfieldct.org to request the Zoom link)
March 29	Current Events and Politics Discussion Group, 1 PM - 3	Mansfield Public Library

Upcoming Municipal Meetings

For the most up-to-date schedule of Town meetings, go to our website at

<https://www.mansfieldct.gov/calendar.aspx?CID=32>

We encourage residents to participate in Mansfield's governance. Many municipal meetings are still being held virtually, but some are fully in-person. Hybrid meeting options (a combination of virtual attendees from remote locations and in-person at a central location) are offered for the Town Council and The Board of Education

Regardless of the meeting format, residents may still submit Public Comment prior to meetings. You may view some meetings as they occur via Live Video Stream on our YouTube channel. Other meetings are recorded so you may review minutes and recordings after the fact.



To find the log-in information for each of these meetings, go to the [Agendas/Minutes](#) page on the town's website. Look up the name of the committee, and click on the arrow to the left of the title. The agenda for the upcoming meeting will appear. Click on the pdf, and you will see who to contact to receive call-in information.

Minutes of past meetings are also posted there.

Please Contact Our Department Leaders for What You Need



Our staff is ready to help answer any questions you have about how to access the services of your community. Please reach out to them by phone or by email for anything you need.

Department	Department Leader	Contact
Animal Control	Noranne Nielsen, Animal Control Officer	860-487-0137 ACO@mansfieldct.org
Assessor	Rochelle Lambert, Assessor	860-429-3311 Assessor@mansfieldct.org
Building and Housing Inspection	Michael Ninteau, Building & Housing Director	860-429-3324 BldgDept@mansfieldct.org
Downtown Partnership	Cynthia van Zelm, Executive Director	860-429-2740 MDP@mansfieldct.org
Eastern Highlands Health	Robert Miller, M.P.H., R.S., Director of Health	860-429-3325 ehhd@ehhd.org
Emergency Management	Adam Libros, Emergency Management Director	860-429-3328 OEM@MansfieldCT.org
Facilities	Allen Corson, Facilities Director	860-429-3320 facilities@mansfieldct.org
Finance	Cherie Trahan, Interim Finance Director	860-429-3345 FinanceDept@mansfieldct.org
Fire Marshal	Adam Libros, Deputy Chief/Fire Marshal	860-429-3328 FireMarshal@mansfieldct.org
Fire & Emergency Services	Fred Mitchell, Fire Chief	860-429-3323 firedept@mansfieldct.org EMERGENCY: 911
Housing Authority	Rebecca Fields, Housing Authority Executive Director	860-487-0693 rfields@mansfieldhousingct.org
Human Resources	Lee Palmer, Interim Director of Human	860-429-3380 HR@MansfieldCT.org
Human Services	Patricia Schneider, Director of Human Services	860-429-3315 HumanServ@MansfieldCT.org
Information Technology	Jaime Russell, Information Technology	860-429-3384 technology@mansfieldct.org
Mansfield Discovery Depot	Debbie Plourde, Director	(860) 487-0062 MDD@mansfieldct.org
Parks & Recreation/ Mansfield Community	Jay O'Keefe, Director	860-429-3015 parks&rec@mansfieldct.org



Please Contact Our Department Leaders for What You Need

Department	Department Leader	Contact
Planning & Development	Jennifer Kaufman, AICP Director	860-429-3330 PlanZoneDept@mansfieldct.org
Public Library	Leslie McDonough, Library Director	860-423-2501 MansfieldLi- brary@MansfieldCT.org
Public Works	John Carrington, Public Works Director	860-429-3331 PublicWorks@mansfieldct.org
Registrars of Voters	Anne Greineder, Democratic Registrar Vera Ward, Republican Registrar	860-429-3368 860-429-3369 VoterRegistrars@mansfieldct.org
Senior Center	Sarah Taylor, Senior Center Supervisor	860-429-0262 TaylorS@mansfieldct.org
State Police (Resident State Trooper)	Sergeant Tim Merrill, Resident State Trooper Sergeant	860-429-6024 Police@mansfieldct.org EMERGENCY: 911
Tax/Revenue Collections	Jerl Casey, Collector of Revenue	860-429-3307 Taxes@mansfieldct.org
Trash and Recycling	Virginia Walton, Recycling Coordinator	860-429-3333 waltonvd@mansfieldct.org
Town Clerk	Sara-Ann Chaine, Town Clerk	860-429-3302 TownClerk@MansfieldCT.org
Town Manager	Ryan Aylesworth, Town Manager	860-429-3336 TownMngr@mansfieldct.org
Youth Services	Katherine J. Bell, Psy.D Youth Services Supervisor	860-429-3319 BellKJ@mansfieldct.org

Point of Contact: Jay O'Keefe, Director
Mansfield Parks & Recreation
860-429-3015, okeefej@mansfieldct.org

FOR IMMEDIATE RELEASE

Town of Mansfield Hosts Public Input Session Feb. 15 to Advise the Parks & Recreation Master Plan

MANSFIELD CT, January 30, 2023 – The Town of Mansfield is hosting a public workshop to invite input from community members for the Parks and Recreation Master Planning process. The workshop will be led by 110% INC, the consulting firm leading the planning effort, and will be held on Wednesday, FEBRUARY 15 from 6:00 PM - 7:30PM at the Mansfield Middle School located at 205 Spring Hill Rd.



The workshop will provide background information on the planning effort, interactive engagement opportunities for the community as well as a worksheet activity for children. All members of the public are invited to attend and make their voice heard to help shape the future of parks and recreation in Mansfield, CT.

As an added convenience to encourage families, a free childcare option will be available for ages: 2 to 12 during the workshop.



Your place to grow

“Mansfield is fortunate to have such a wide variety of parks, waterways and trails, arts and recreation options as well as fitness facilities,” says Jay O’Keefe, Director of Parks and Recreation Department in Mansfield. “As we look down the road, we want to ensure we are focused on enhancing these services to meet the community’s needs and desires for today and tomorrow. We hope community members of all ages and interests will join us for this input session February 15.”

For more information on this planning initiative, the Town of Mansfield has created a website at <https://mansfieldtomorrow.org/>

“Extensive and ongoing community engagement are critical components of effective local government,” says Ryan Aylesworth, Mansfield Town Manager. “Seeking the input and perspectives of the public we serve is the only way we can develop a shared vision for the future. We want to ensure that our programs, initiatives, services and projects are successfully meeting the expectations of our community.”

ABOUT THE TOWN OF MANSFIELD, CONNECTICUT

Mansfield is a vibrant, diverse, and caring community that offers its residents and visitors unique cultural, recreational, and educational opportunities. Known for its excellent public schools, community-wide events, inclusive and efficient government, parks and preserves, protected open spaces, and agriculture, the Town is home to the main campus of the University of Connecticut. Principles of sustainability guide zoning and development, preserving the Town’s historic character and providing for economic vitality. Come and enjoy the beauty and historic traditions that Mansfield has offered for more than 300 years and see why it’s your place to grow.

mansfieldct.gov



Point of Contact: Andy Gütt, President
Willimantic Downtown Neighborhood Association
860.234.4722, andy@stonerowct.com

Cynthia van Zelm, Executive Director
Mansfield Downtown Partnership
860.429.2740, vanzelmca@mansfieldct.org

Margaret Chatey, Communications Specialist
Mansfield Town Manager's Office
860.429.3373 Office, 860.377.0499 Cell, ChateyM@mansfieldct.org

FOR IMMEDIATE RELEASE

Taste2Towns Returns: Windham and Mansfield Invite Diners to Restaurant Week February 20 to March 5, 2023

MANSFIELD and WINDHAM, CT February 9, 2023 – Great dining experiences will be on the center of the plate in Windham and Mansfield for Taste2Towns, February 20 to March 5, 2023. The Towns of Mansfield and Windham have joined up with Mansfield Downtown Partnership and Willimantic Downtown Neighborhood Association (WDNA) to collaborate on the second year of this popular promotion highlighting local restaurants in the two communities.

Participating restaurants are finalizing their menu offerings, which are featured for visitors to preview at Taste2Towns.com.

The Mansfield-Windham Restaurant Week will run Monday, February 20 through Sunday, March 5. Both full-service restaurants as well as counter service establishments are joining in for Taste2Towns, and a wide variety of different restaurant choices will be offered. Participating restaurants will feature multi-course offerings for a single price, known as *prix-fixe*, and others are offering creative take-out dishes. The promotion includes include breakfast, lunch and/or dinner menus.

“With Eastern Connecticut State University and UConn here and attracting visitors -- faculty and students, locally, nationally, and internationally -- Windham and Mansfield has become a microcosm food scene representative of a large city.” says Andy Gütt, President of the Willimantic Downtown Neighborhood Association and owner of Stone Row Kitchen + Bar in Willimantic.

He continues, “The restaurants out here play our geographic isolation as a strength. There is no interstate or mass transit connecting our area, so we have a captive audience who like to eat out as entertainment. On a given night, we see loyal locals alongside UConn students. And sitting next to them are business owners and then university faculty who relocated here from any one of the 50 states,” adds Gütt. “Ten years ago, a restaurant week concept would not have been possible here; there was no critical mass. Our Taste2Towns Restaurant Week celebrates a regional food scene that’s in full bloom.”

Restaurant Week will provide local neighbors the opportunity to try some new innovative menus offered by their favorite dining spots, and destination diners from all over can explore what these communities have to offer.

Among the participating restaurants in 2023 is Stone Row Kitchen + Bar, nominated by the Connecticut Restaurant Association as 2022 Restaurant of the Year. Also included in the growing list of participating eateries:

Mansfield

- **Coyote Flaco** (A *Connecticut Magazine* Readers’ Choice Award Winner-Best Mexican)
- **Dog Lane Café**
- **Fenton River Grill**
- **Gansett Wraps**
- **Hops 44** (A *Connecticut Magazine* Readers’ Choice Award Winner- Overall Excellence, Traditional American, Hidden Gem, Beer Selection, and Overall Value)
- **Kathmandu Kitchen**
- **Little Aladdin**
- **Stix ‘n Stones**

Windham

- **A Mano Taco**
- **A Cupcake for Later**
- **Fiesta Cinco de Mayo**
- **The Fish Market** (A *Connecticut Magazine* Reader’s Choice Award Winner-Best Seafood.)
- **Garibaldis Restaurant**
- **Grounded Coffee Company**
- **Harp on Church**
- **Moodus BBQ**
- **Olympic Restaurant**

- **Pho Delight Thai Restaurant** ((A *Connecticut Magazine* Readers' Choice Award Winner-Best New Restaurant, Best Thai, Best Appetizers, Hidden Gem)
- **Stone Row Kitchen + Bar** (Connecticut Restaurant Association Best Restaurant Nominee and (A *Connecticut Magazine* Readers' Choice Award Winner-Most Romantic, Outdoor Dining)
- **Trigo Wood Fired Pizza**
- **Willimantic Brewing Company/Main Street Café** (*Connecticut Magazine* Statewide Runner Up-Best Beer Selection, A Readers' Choice Award Winner-Overall Excellence, Traditional American, Best Lunch)

“We are encouraged to have such a wide variety of restaurants and cuisines involved,” says Cynthia van Zelm, Executive Director of the Mansfield Downtown Partnership who coordinates economic development initiatives for the Town of Mansfield. “We are equally encouraged to see how the community has stepped up to sponsor this event on behalf of our restaurants. This support demonstrates how businesses collaborate to ensure the region’s economic vitality is celebrated. And let’s face it—everyone loves to enjoy a delicious experience at the table!” she adds.

In addition to major support from the Town of Mansfield, the Town of Windham, Willimantic Downtown Neighborhood Association (WDNA), and Mansfield Downtown Partnership, these sponsors generously support the promotional initiative:

Chef's Table

Sponsor: Green Valley Tree Service

Main Course

Sponsors: Dog Lane Cafe
 Eastern Connecticut State University Foundation
 Fenton River Grill
 Zlotnick Construction Inc.
 Fine Fettle
 Crane Hill Contracting

Grab & Go

Sponsors: Dietrich Construction
 edible CT EAST
 Home Selling Team
 Impact Fire Services
 National Realty Advisors
 Northeastern Connecticut Chamber of Commerce
 Westford Hill Distillers
 Willimantic Food Co-op
 YONO yoga & meditation

By the Bite

Sponsors: CLICK Inc
 D'Elia Auctions

Mountain Dairy
Willimantic Brewing Company
Willimantic Renaissance Inc
Bliss Marketplace
Kerry Gallery

###

ABOUT THE TOWN OF MANSFIELD, CONNECTICUT

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Come and enjoy the beauty and historic traditions that Mansfield has offered for more than 300 years and see why it's your place to grow.

mansfieldct.gov

ABOUT MANSFIELD DOWNTOWN PARTNERSHIP

The Mansfield Downtown Partnership is a non-profit organization formed by the [Town of Mansfield](#) and the [University of Connecticut](#) to oversee the redevelopment of [Downtown Storrs](#), a vibrant, walkable neighborhood featuring a wide variety of restaurants, services, shops, entertainment, and more. The Partnership also provides economic development services for other areas within the Town of Mansfield.

<https://www.mansfieldmdp.org/>

ABOUT WILLIMANTIC DOWNTOWN NEIGHBORHOOD ASSOCIATION

The Willimantic Downtown Neighborhood Association was created to make Willimantic's downtown a great place to be. Our goal is to activate every square foot of the neighborhood, strengthen the community, and create and sustain public interest in Downtown.

www.willimanticdowntown.org

ABOUT THE TOWN OF WINDHAM, CONNECTICUT

Windham is an eastern Connecticut community that serves as a hub for many regional services. The Town includes the historic downtown of Willimantic, three villages, and is home to Eastern Connecticut State University.

The town boasts numerous eclectic and diverse eating and drinking establishments, visitor attractions such as the Shaboo Stage, one of Connecticut's largest outdoor music venues, the 3rd Thursday Street Fests, the annual 4th of July Boom Box Parade, the Windham Textile and History Museum, the Windham Theatre Guild, and is a prominent destination for users of the East Coast Greenway/Airline Trail.

www.windhamctecodev.com