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MANSFIELD TOWN COUNCIL
REGULAR MEETING
March 25, 2019

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

I. ROLL CALL
Present: Berthelot, Freudmann, Kochenburger, Moran, Schurin, Shaiken, Shapiro, Wassmundt
Excused: Brody

(Mr. Shaiken’s arrival noted below)

II. APPROVAL OF MINUTES
Ms. Moran moved and Ms. Berthelot seconded to approve the minutes of the March 11, 2019 regular meeting. Motion passed with all in favor.

Ms. Moran moved and Ms. Berthelot seconded to approve the minutes of the March 11, 2019 special meeting. Motion passed with all in favor.

III. PUBLIC HEARING
1. Small Cities (Community Development Block Grant) Public Hearing – Housing Rehabilitation (Item #3, 2-25-19 Agenda)
   The Town Clerk read the legal notice. After a brief summary by Director of Planning and Development Linda Painter, Mayor Shapiro asked for comments. No comments were offered and the public hearing was closed.

IV. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL
None.

V. REPORT OF THE TOWN MANAGER
Town Manager Derrik Kennedy presented his written report.

(Mr. Shaiken arrived)

VI. REPORTS AND COMMENTS OF COUNCIL MEMBERS
Ms. Moran reported on her recent attendance of a presentation at Tolland Middle School regarding the sex trafficking of minors in Connecticut.

VII. OLD BUSINESS
2. Storrs Center Parking (Item #2, 11-26-18 Agenda)
   Executive Director of the Mansfield Downtown Partnership Cynthia van Zelm and LAZ Parking Vice President Stathis Manousos gave a brief summary of the new proposed pay-by-cell parking option in Storrs Center and received Council feedback. Councilors expressed a desire for parking to remain free for a period of time and for a
kiosk to be made available as an alternative to the smartphone app. Councilors also expressed concerns regarding the impact on visitors or those making a quick stop needing to download an app for parking and the possibility of thirty-minute spots being taken up by those paying to park longer via the app. Councilors also voiced disagreement with a fee increase for parking garage use.

3. Small Cities (Community Development Block Grant) - Housing Rehabilitation Application (Item #3, 2-25-19 Agenda)
Ms. Painter and Mary Bromm, Killingly Community Development Administrator and grant consultant, answered Councilor questions regarding the housing rehabilitation program and grant application.

Ms. Moran moved and Mr. Shaiken seconded, effective March 25, 2019, to adopt the attached Resolution Authorizing the Submission of a Small Cities Community Development Block Grant Application to Continue the Town’s Housing Rehabilitation Program. Motion passed unanimously.

VIII. NEW BUSINESS
4. Fair Housing Policy and Resolution
Ms. Moran moved and Mr. Kochenburger seconded, effective March 25, 2018, to adopt the attached Fair Housing Policy Statement and, effective March 25, 2018, to adopt the attached Fair Housing Resolution. Motion passed unanimously.

5. Small Cities (Community Development Block Grant) Program Income Reuse Plan
Mr. Kochenburger moved and Ms. Moran seconded, effective March 25, 2019, to adopt the attached Resolution to Authorize a Program Income Reuse Plan for the Small Cities Block Grant Application for Housing Rehabilitation. Motion passed unanimously.

6. Title VI of the Civil Rights Act of 1964
Mr. Schurin moved and Mr. Shaiken seconded, effective March 25, 2019, to adopt the attached Compliance with the Title VI of the Civil Rights Act of 1964 Policy. Motion passed unanimously.

7. Policy Prohibiting Use of Excessive Force
Mr. Shaiken moved and Ms. Moran seconded, effective March 25, 2019, to adopt the attached Resolution Adopting a Policy Prohibiting the Excessive Use of Force Against Any Individual Engaged in Non-Violent Civil Rights Demonstration. Motion passed unanimously.

8. Registrar of Voters 2018 Mid-Term Election Update
The Registrar of Voters Caroline Redding (D) and Vera Stearns Ward (R) discussed the challenges of Election Day Registration (EDR) during the mid-term election in 2018 and highlighted key recommendations in the areas of staffing, technology, town/university relations, and publicity to improve future EDR voting.

March 25, 2019
(Mr. Shaiken left the room)

9. Amendments to Town of Mansfield Personnel Rules
   Ms. Moran, Chair of the Personnel Committee, moved, effective March 25, 2019, to adopt the Personnel Rules as presented by staff and endorsed by the Personnel Committee. Motion passed unanimously.

IX. REPORTS OF COUNCIL COMMITTEES
   Chair of the Ad Hoc Committee on Police Services Ms. Moran reported that the Committee will schedule a meeting soon to review the draft final report.

X. DEPARTMENTAL AND ADVISORY COMMITTEE REPORTS
   None.

XI. PETITIONS, REQUESTS AND COMMUNICATIONS
   7. D. Kennedy letter re: Bring Your Own Bag Ordinance (3/13/19)
   8. Lt. S. Corey: Troop C February 2019 Service Calls (3/14/19)

XII. FUTURE AGENDAS
   None.

XIII. ADJOURNMENT
   Mr. Shaiken moved and Ms. Moran seconded to adjourn the meeting at 9:22 p.m. The motion passed unanimously.

Paul M. Shapiro, Mayor
Sara-Ann Chaine, Town Clerk

March 25, 2019
TOWN OF MANSFIELD

RESOLUTION AUTHORIZING THE SUBMISSION OF A SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION TO CONTINUE THE TOWN’S HOUSING REHABILITATION PROGRAM

WHEREAS, federal monies are available under the Title I of the Housing and Community Development Act of 1974, 42 U.S.C. § 5301, et. seq., as amended, also known as Public Law 93-383, and administered by the State of Connecticut, Department of Housing as the Connecticut Small Cities Community Development Block Grant Program; and

WHEREAS, pursuant to Chapter 127c, and Part VI of Chapter 130 of the Connecticut General Statutes, the Commissioner of the State of Connecticut Department of Housing is authorized to disburse such federal monies to local municipalities; and

WHEREAS, the Town wishes to provide financial assistance to eligible property owners to make needed repairs to their properties; and

WHEREAS, the Town of Mansfield conducted a public hearing to receive citizen comments on housing and community development needs; and

WHEREAS, it is desirable and in the public interest that the Town of Mansfield make application to the State for $400,000 in order to undertake a Small Cities Community Development program and to execute an Assistance Agreement therefore, should one be offered;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF MANSFIELD:

That it is cognizant of the conditions and prerequisites for the State financial assistance imposed by Part VI of Chapter 130 of the Connecticut General Statutes; and,

That the filing of an application for State financial assistance by the Town of Mansfield in an amount not to exceed $400,000 is hereby approved and that Derrick Kennedy, Town Manager is hereby authorized and directed to file such application with the Commissioner of the Department of Housing; to provide such additional information; to execute such other documents as may be required by the Commissioner; to execute an Assistance Agreement with the State of Connecticut for financial assistance if such an agreement is offered; to execute any amendments, rescissions, and revisions thereto; to implement project activities, if approved, and to act as the authorized representative of the Town of Mansfield and to execute any other agreement or contract relative to said project.
That it adopts or has adopted on behalf of the Town of Mansfield a policy to support the following nondiscrimination agreements and warranties provided in subsection (a)(1) of Connecticut General Statutes sections 4a-60 and 4a-60a, respectively, as amended by Public Act 07-142, and for which purposes the "contractor" is the Town of Mansfield and "contract" is said Assistance Agreement:

The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation or physical disability, including but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States or of the State of Connecticut. The contractor further agrees to take affirmative action to insure that applicants with job-related qualifications are employed and that employees are treated when employed without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation or physical disability, including, but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved.

The contractor agrees and warrants that in the performance of the contract, such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of sexual orientation, in any manner prohibited by the laws of the United States or of the State of Connecticut, and that employees are treated when employed without regard to their sexual orientation.

MANSFIELD TOWN COUNCIL

Paul Shapiro
Mayor

Dated at Mansfield, Connecticut
this 25th day of March, 2019

Attest: I, Sara-Ann Chaine, Town Clerk of the Town of Mansfield, do hereby certify that the above is a true and correct copy of a resolution adopted by the Mansfield Town Council at its duly called and held meeting on March 25, 2019, at which a quorum was present and acting throughout, and that the resolution has not been modified, rescinded, or revoked and is at present in full force and effect. I further certify that Derrik Kennedy now holds the office of Town Manager and that he has held that office since May 14, 2018.

Sara-Ann Chaine, Town Clerk, Town of Mansfield, Connecticut

Date (Seal)
TOWN OF MANSFIELD
POLICY MEMORANDUM

To: All Citizens & Town Employees
From: Derrik Kennedy, Town Manager
Date: March 25, 2019 (REV); April 23, 2018; April 24, 2017 (REV); April 9, 2012; April 11, 2011 (REV); April 26, 2010 (REV)
Subject: Fair Housing Policy Statement

It is the policy of the Town of Mansfield to promote fair housing opportunities and to encourage racial and economic integration in all its programs and housing development activities.

Programs funded and administered by the Town must comply with the provisions of Section 46a-64c of the C.G.S., and with related state and federal laws and regulations that prohibit discriminatory housing practices.

The Town of Mansfield or any sub-recipient of the Town will carry out an affirmative marketing program to attract prospective buyers or tenants of all majority or minority groups, without consideration of race, color, religion, sex, national origin, ancestry, creed, sexual orientation, gender identity or expression, marital status, lawful source of income, disability, age or because the individual has children in all programs and housing development activities funded or administered by the Town.

The Town’s Department of Human Services is responsible for the enforcement and implementation of this policy. Patricia Schneider, Director of Human Services, may be reached at 860-429-3315 or SchneiderPR@mansfielct.org.

Complaints pertaining to discrimination in any program funded or administered by the Town of Mansfield may be filed with the Department of Human Services. The Town’s Grievance Procedure will be utilized in these cases.

Complaints may also be filed with the Commission on Human Rights and Opportunities, Special Enforcement Unit, 21 Grand Street, Hartford, CT 06106, Telephone (860) 541-3403 within 180 days of the alleged violation by submitting a notarized complaint and/or the Boston Regional Office of FHEO, U.S. Department of Housing and Urban Development, Thomas P. O’Neill, Jr. Federal
Building, 10 Causeway Street, Room 321, Boston, MA 02222-1092, Telephone (617) 994-8300 or 1-800-827-5005, TTY (617) 565-5453. A complaint may be filed with HUD within one year after an alleged violation. Additionally, an individual may file suit, at his/her own expense, in Federal District Court or State Court within two years of an alleged violation. If the individual cannot afford an attorney, the Court may appoint one. A suit can be brought even after filing a complaint, if the complaining party has not signed a conciliation agreement and an Administrative Law Judge has not started a hearing. A court may award actual and punitive damages and attorney's fees and costs.

A copy of this policy statement will be given annually to all Town employees and they are expected to fully comply with it. In addition, a copy will be posted throughout the Town.

March 25, 2019

Derrik Kennedy
Town Manager

THIS STATEMENT IS AVAILABLE IN LARGE PRINT OR ON AUDIO TAPE by contacting Patricia Schneider at the Mansfield Senior Center, 303 Maple Road, Storrs-Mansfield, Connecticut 06268, Telephone 860-429-3315.
TOWN OF MANSFIELD
FAIR HOUSING RESOLUTION

Whereas, All persons are afforded a right to full and equal housing opportunities in the neighborhood of their choice; and

Whereas, Federal fair housing laws require that all individuals, regardless of race, color, religion, sex, handicap, familial status or national origin, be given equal access to all housing-related opportunities, including rental and homeownership opportunities, and be allowed to make free choices regarding housing location; and

Whereas, Connecticut fair housing laws require that all individuals, regardless of race, creed, color, national origin, ancestry, sex, marital status, age, lawful source of income, familial status, learning disability, physical or mental disability, sexual orientation, or gender identity or expression be given equal access to all housing-related opportunities, including rental and home ownership opportunities, and be allowed to make free choices regarding housing location; and

Whereas, The Town of Mansfield is committed to upholding these laws, and realizes that these laws must be supplemented by an Affirmative Statement publicly endorsing the right of all people to full and equal housing opportunities in the neighborhood of their choice.

NOW THEREFORE, BE IT RESOLVED, That the Town of Mansfield hereby endorses a Fair Housing Policy to ensure equal opportunity for all persons to rent, purchase, obtain financing and enjoy all other housing-related services of their choice on a non-discriminatory basis as provided by state and federal law; and
BE IT FURTHER RESOLVED, That the chief executive officer of the Town of Mansfield or his/her designated representative is responsible for responding to and assisting any person who alleges to be the victim of an illegal discriminatory housing practice in the Town of Mansfield and for advising such person of the right to file a complaint with the State of Connecticut Commission on Human Rights and Opportunities (CHRO) or the U.S. Department of Housing and Urban Development (HUD) or to seek assistance from the CT Fair Housing Center, legal services, or other fair housing organizations to protect his or her right to equal housing opportunities.

Adopted by the Town of Mansfield on March 25, 2019.

__________________________
Paul Shapiro
Mayor

Certified a true copy of a resolution adopted by the Town of Mansfield at a meeting of its Town Council on March 25, 2019 and which has not been rescinded or modified in any way whatsoever.

__________________________
Sara-Ann Chaine, Town Clerk

(Date)
(Seal)
TOWN OF MANSFIELD

RESOLUTION TO AUTHORIZE A PROGRAM INCOME REUSE PLAN FOR THE SMALL CITIES BLOCK GRANT APPLICATION FOR HOUSING REHABILITATION

WHEREAS, the Town of Mansfield is applying for funds under (Housing Rehabilitation Program) the Connecticut Small Cities Community Development Block Grant (CDBG) Program, pursuant to Title I of the Housing and Community Development Act of 1974 as amended; and

WHEREAS, the Town of Mansfield will expend those funds, if awarded, pursuant to Title I of the Housing and Community Development Act of 1974, the Code of Federal Regulations, and the Assistance Agreement, and,

WHEREAS, those funds received by the Town of Mansfield may generate Program Income.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF MANSFIELD:

1. That it is cognizant of the conditions for the use of Program Income as prescribed by Title 24, Part 570, Section 489(e) of the Code of Federal Regulations and the State of Connecticut’s Small Cities Implementation Manual;

2. That it realizes Program Income is governed by Title One of the Housing and Community Development Act of 1974; and

3. That it will use Program Income as described in the Program Income Reuse Plan which our local citizens have had an opportunity to review and comment per Federal Regulations at 24 CFR 570.486, Local Government Requirements.

MANSFIELD TOWN COUNCIL

Paul Shapiro
Mayor

Dated at Mansfield, Connecticut
this 25th day of March, 2019

Certified a true copy of a resolution adopted by the Town of Mansfield at a meeting of its Town Council on March 25, 2019 and which has not been rescinded or modified in any way whatsoever.

Date Sara-Ann Chaine, Town Clerk (Seal)

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TOWN OF MANSFIELD
POLICY MEMORANDUM

To: All Citizens & Town Employees
From: Mansfield Town Council and Derrrik Kennedy, Town Manager
Date: March 25, 2019 (Revised), April 9, 2012 (Revised), April 25, 2011 (Revised), April 26, 2010 (Revised)
Subject: Compliance with Title VI of the Civil Rights Act of 1964 Policy Statement

I. Statement of Policy
The Town of Mansfield does not discriminate in the provision of services, the administration of its programs, or contractual agreements. The Town of Mansfield seeks to fully carry out its responsibilities under the Title VI Regulations.

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the grounds of race, color or national origin in programs and activities receiving Federal financial assistance. Title VI provides that “No person shall on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any programs” covered by the Regulations.

This policy is effectuated through the methods of administration outlined in Mansfield’s Fair Housing Plan and is fully implemented to ensure compliance by the Town, as the recipient, and by sub-recipients. The cooperation of all Town of Mansfield personnel is required.

II. Relevant Federal Laws and Regulations
A. SEC. 601. No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

B. SEC. 602. Each Federal department and agency which is empowered to extend Federal financial assistance to any program or activity, by way of grant, loan, or contract other than a contract of insurance or guaranty, is authorized and directed to effectuate the provisions of section 601 with respect to such program or activity by issuing rules, regulations, or orders of general applicability which shall be consistent with achievement of the objectives of the statute authorizing the financial assistance in connection with which the action is taken. No such rule, regulation, or order shall become effective unless and until approved by the President. Compliance with any requirement adopted pursuant to this section may be effected (1) by the termination of or refusal to grant or to continue assistance under such program or activity to any recipient as to whom there has been an express finding on the record, after opportunity for hearing, of a failure to comply with such requirement, but such
termination or refusal shall be limited to the particular political entity, or part thereof, or other recipient as to whom such a finding has been made and, shall be limited in its effect to the particular program, or part thereof, in which such non-compliance has been so found, or (2) by any other means authorized by law: Provided, however, That no such action shall be taken until the department or agency concerned has advised the appropriate person or persons of the failure to comply with the requirement and has determined that compliance cannot be secured by voluntary means. In the case of any action terminating, or refusing to grant or continue, assistance because of failure to comply with a requirement imposed pursuant to this section, the head of the federal department or agency shall file with the committees of the House and Senate having legislative jurisdiction over the program or activity involved a full written report of the circumstances and the grounds for such action. No such action shall become effective until thirty days have elapsed after the filing of such report.

C. SEC. 603. Any department or agency action taken pursuant to section 602 shall be subject to such judicial review as may otherwise be provided by law for similar action taken by such department or agency on other grounds. In the case of action, not otherwise subject to judicial review, terminating or refusing to grant or to continue financial assistance upon a finding of failure to comply with any requirement imposed pursuant to section 602, any person aggrieved (including any State or political subdivision thereof and any agency of either) may obtain judicial review of such action in accordance with section 10 of the Administrative Procedure Act, and such action shall not be deemed committed to unreviewable agency discretion within the meaning of that section.

D. SEC. 604. Nothing contained in this title shall be construed to authorize action under this title by any department or agency with respect to any employment practice of any employer, employment agency, or labor organization except where a primary objective of the Federal financial assistance is to provide employment.

E. SEC. 605. Nothing in this title shall add to or detract from any existing authority with respect to any program or activity under which Federal financial assistance is extended by way of a contract of insurance or guaranty.

This Title VI Policy Statement re-affirms my personal commitment to the principals of nondiscrimination.

Derrik Kennedy
Town Manager

Date
TOWN OF MANSFIELD

RESOLUTION ADOPTING A POLICY PROHIBITING THE EXCESSIVE USE OF FORCE AGAINST ANY INDIVIDUAL ENGAGED IN NON-VIOLENT CIVIL RIGHTS DEMONSTRATION

WHEREAS the Congress of the United States has passed the Armstrong/Walker “Excessive Force” Amendment (Section 104 (L)(1) of Title I of the Housing and Community Development Act of 1974 as amended) prohibiting the use of excessive force by a local law enforcement agency against any individual engaged in nonviolent civil rights demonstration within its jurisdiction;

WHEREAS the Town of Mansfield as a recipient of Community Development Block Grant funds is required to comply with the Armstrong/Walker “Excessive Force” Amendment; and

WHEREAS the use of excessive force against demonstrators may cause the Town to be in violation of previous grant agreements and lose its eligibility for future federal grants;

NOW THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF MANSFIELD:

1. It is the policy of the Town that the use of excessive force is prohibited by local law enforcement agencies against individuals engaged in lawful and nonviolent civil rights demonstrations within the Town.

2. The Town hereby adopts a policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such nonviolent civil rights demonstrations within its jurisdiction.

3. The Town Council directs the Town Manager to implement this Resolution by amending applicable procedures.

MANSFIELD TOWN COUNCIL

Paul Shapiro
Mayor

Dated at Mansfield, Connecticut
this 25th day of March, 2019

Certified a true copy of a resolution adopted by the Town of Mansfield at a meeting of its Town Council on March 25, 2019 and which has not been rescinded or modified in any way whatsoever.

________________________________________
Date

Sara-Ann Chaine, Town Clerk (Seal)
Mayor Paul M. Shapiro called the special meeting of the Mansfield Town Council to order at 5:32 p.m. in the Council Chamber of the Audrey P. Beck Building.

I. ROLL CALL
Present: Berthelot, Freudmann, Kochenburger, Moran, Shapiro, Wassmundt
Excused: Briody, Shaiken
Staff Present: Town Manager Derrik Kennedy, Director of Finance Cherie Trahan

1. Staff Reports/Communications
None.

2. Budget Review
   - Budget Message
   - Budget in Brief
   - Guide to the Budget
   - Revenue Summaries
   - Expenditures Summaries

   Town Manager Derrik Kennedy reviewed his priorities and main budget drivers for each department, presented reasons for related increases and decreases, highlighted key transfers, discussed capital trends and program plans, proposed a .99% mill rate increase, and compared Mansfield’s proposed mill rate to that of area towns.

   Request: Include Columbia and Chaplin on mill rate comparison list

3. Discussion of Proposed Budget/Council Questions
In response to Councilor questions, Mr. Kennedy stated no additional Resident State Troopers are being added in his proposed budget but that new technology is being proposed to assist with policing. Mr. Kennedy further explained the town’s need for the new positions of social worker, purchasing agent, and tree expert as well as the need for additional firefighters.

4. Public Comment
None.

II. ADJOURNMENT
Ms. Moran moved and Ms. Berthelot seconded to adjourn the meeting at 6:46 p.m.
Motion passed unanimously.

Paul M. Shapiro, Mayor
Sara-Ann Chaine, Town Clerk

March 25, 2019
MANSFIELD TOWN COUNCIL
SPECIAL MEETING
March 27, 2019

Mayor Paul M. Shapiro called the special meeting of the Mansfield Town Council to order at 6:30 p.m. in the Council Chamber of the Audrey P. Beck Building.

I. ROLL CALL
Present: Berthelot, Briody, Kochenburger, Moran, Shaiken, Shapiro, Wassmundt
Excused: Freudmann
Staff Present: Town Manager Derrik Kennedy, Director of Finance Cherie Trahan, Assistant Town Manager Joshua Putman, Fire Chief Fran Raiola, Library Director Leslie McDonough, Planning and Development Director Linda Painter, Director of Parks and Recreation Curt Vincente, Director of Human Services Pat Schneider, Executive Director of the Mansfield Downtown Partnership Cynthia van Zelm

1. Staff Reports/Communications
   None

2. Budget Review
   • General Government – General Fund and Capital Projects
     Request: Provide add on options for Registrars office staffing
     Request: Provide increase from 17/18 to 18/19 for shared services in Finance
   • Public Safety – General Fund and Capital Projects
     Request: Look into services from Kirby Veterinary Hospital and Dr. Mitterling’s Mobile Veterinary Clinic for potential cost savings in Animal Control
     Request: Prepare budget numbers for two firefighters
     Request: Confirm whether or not the proposed LPR license plate reader is able to ID those who are not paying car taxes to Mansfield and should be
     Request: Confirm whether or not the hits registered on the national database accessed by the LPR license plate reader is readable by ICE thereby causing a violation of Sanctuary City town policy.
   • Community Services
     Human Services
     Library Services
     Grants to Area Agencies
     Request: Provide chart of contributions to area agencies
   • Community Development
     Building and Housing Inspection
     Planning and Development
     Request: Provide Position and Marketing Plan
   • Town Wide
     Employee Benefits
     Insurance
     Request: Assess whether CIRMA insurance is adequate liability coverage for the town
     Contingency
• Operating Transfers
• Parks & Recreation Fund
• Mansfield Discovery Depot
• Other Operating
  Request: Provide the revenue sources for the Other Operating accounts

3. Discussion of Proposed Budget/Council Questions
   None.

4. Public Comment
   None.

II. ADJOURNMENT
   Mr. Shaiken moved and Ms. Moran seconded to adjourn the meeting at 9:16 p.m.
   Motion passed unanimously.

Paul M. Shapiro, Mayor                      Sara-Ann Chaine, Town Clerk
PUBLIC HEARING
TOWN OF MANSFIELD

The Mansfield Town Council will hold a public hearing at 7:00 PM at their regular meeting on April 8, 2019 in the Council Chamber of the Audrey P. Beck Building to solicit comments regarding the proposed FY 2019/20 Budget.

At this hearing persons may address the Town Council and written communications may be received. Copies of the proposed budget and related materials are on file and available at the Town Clerk’s Office (4 South Eagleville Road, Mansfield) and are posted on the Town’s website (mansfieldct.gov).

Dated at Mansfield, Connecticut this 1st day of April 2019.

Sara-Ann Chaine
Town Clerk
MEMORANDUM

To: Town Council
From: Derrik M. Kennedy, Town Manager
Cc: Town Employees
Date: April 8, 2019
Re: Town Manager’s Report

Below, please find my report concerning various items of interest to the Town Council, staff, and the community:

Council Business
• Proposed FY 2019/20 Operating Budget and CIP – Residents can find a schedule of budget meetings on the Town’s website and can access information regarding the current year budget and next year’s proposed budget on our Open Mansfield financial transparency platform: http://open.mansfieldct.org.

Departmental Reports.
• Town Managers Office / Public Works Department – Please join us in congratulating two Mansfield students, Kara Xiao (1st Grade) and Darshan Hamal (6th Grade) who were named winners in the 2019 Roadway Safety Poster Contest. For more than nine years Roadway Safety Partners have come together to sponsor the contest, asking students in grades K-6 to illustrate ways in which they think road users can impact roadway safety. All winners will be recognized by the Lieutenant Governor and the CTDOT Commissioner along with representatives from local public works departments, the Department of Motor Vehicles, State Police and several public safety agencies at the Annual Work Zone Awareness Press Conference on Monday, April 8th at the CT Department of Transportation Headquarters in Newington. The attached document has information on this year’s winning entries, including a picture of each poster.
• Human Resources - Please join us in welcoming our new additions to the Town of Mansfield and Mansfield Discovery Depot:
  o Nora Claus will be joining the Town of Mansfield as the newest Payroll Administrator. Nora graduated from Eastern Connecticut State University with an Associate’s Degree in Accounting. Previously, she worked for the Travel Centers of America as an accountant.
  o Jessica Duers will be joining the Town of Mansfield as the newest Office Assistant for Human Services. Jessica graduated from Eastern Connecticut State University with a Bachelor’s Degree in English & History. She also holds her Master’s Degree from the University of Bridgeport in Elementary Education. Jessica currently works for the Windham Region No Freeze Project as an Administrative Assistant.
Denise Kegler will be joining the Mansfield Discovery Depot as the newest Event Coordinator. Denise attended Central Connecticut State University and studied Music Education. Previously, she worked for Mystic Aquarium as an Interpretation Supervisor for the Theatre and Music Programs.

All of the new employees bring a wealth of experience with them and will be strong additions to the Town of Mansfield & Mansfield Discovery Depot teams! A very warm welcome from the Town.

**Upcoming Events**

- **Annual EGGSTRAVAGANZA Egg Hunt** - Mansfield Advocates for Children (“MAC”) is holding its annual egg hunt on April 13, 2019, at 1:00 PM at the Mansfield Community Center. The event will also feature crafts, games, a book swap, prizes from local businesses and a visit from the Bunny! The egg hunts will take place on the Ossen Community Playground and will be held in three waves- for ages 1-3, 4-6, and 7-10. There is a suggested donation of $3.00 per child, and children should bring a basket for their goodies. The playground will be closed at 12:00 PM to prepare for the egg hunt and will reopen at, or around, 3:00 PM. In the event of heavy rain, the Eggstravaganza will take place on April 20, 2019. Persons wishing to attend may call the Mansfield Community Center’s inclement weather hotline at 860 429-3015 x 4 if there is a question about the weather. For more information, please contact Sarah Dufresne, Early Childhood Services Coordinator, at DufresneS@mansfieldct.org or 860-429-3338.

- **Community NARCAN Training Event** - A free community NARCAN training event will take place in the E.O. Smith High School Library on April 24, 2019 between 6pm and 7pm. NARCAN is a lifesaving medication, which can reverse the toxic effects of a potentially fatal overdose of opioids such as morphine, heroin, and oxycodone. Attendees will learn how to recognize the signs and symptoms of an opioid overdose, safely administer NARCAN to an individual, and what local resources are available for support in treating opioid addition. All attendees will be given a free NARCAN rescue kit. This event is open to all members of the public. For more information, please contact Mansfield Youth Services at 860-429-3319.

- **Storrs Farmers Market** – Since 1994, Storrs Farmers Market has been proud to provide the greater Mansfield community with fresh, local produce, meats, dairy, baked goods, and more. Everything sold at Storrs Farmers Market is grown and produced in Connecticut, so the offerings change with the seasons. Sign up for the weekly newsletters to learn what products will be available at each Market. Storrs Farmers Market is open every Saturday from 3:00 to 6:00 PM on the front lawn of the Mansfield Town Hall from May through November. Learn more at storrsfarmersmarket.org.

**Upcoming Meetings**

All meetings are in Audrey P. Beck Building unless noted otherwise
CC – Council Chamber; CR B – Conference Room B; CR C – Conference Room C

- Town University Relations Committee, April 9, 2019, 4:00PM, CC
• Historic District Commission, April 9, 2019, 7:00PM, CRB
• Sustainability Committee, April 10, 2019, 5:30PM, CRB
• **Special Town Council Meeting – (Budget Workshop)**, April 10, 2019, 6:30PM, CC
• School Building committee, April 11, 2019, 4:30PM, CC
• Ad Hoc Committee on Police Services, April 11, 2019, 5:00PM, CRB
• Transportation Advisory Committee, April 11, 2019, 7:00PM, CRB
• Personnel Committee, April 15, 2019, 5:30PM, CRB
• Planning and Zoning Commission, April 15, 2019, 6:00PM, CC
• Committee on Committees, April 16, 2019, 6:00PM, CRC
• Cemetery Committee, April 17, 2019, 3:30PM, CRC
• **Special Town Council Meeting – (Budget Workshop)**, April 17, 2019, 5:30PM, CC
• Conservation Commission, April 17, 2019, 7:00PM, CRB
• **Special Town Council Meeting – (Budget Discussion)**, April 22, 2019, 5:30PM, CC
• Town Council, April 22, 2019, 7:00PM, CC

*Meeting dates/times are subject to change. Please view the Town Calendar or contact the Town Clerk’s Office at 860-429-3302 for a complete and up-to-date listing of committee meetings.

**Tentative meeting – will only take place IF NECESSARY**
There were over 80 posters submitted in this year’s Roadway Safety Poster Contest. The winners and runner-ups have been notified, and all have been invited to attend the Work Zone Safety Press Conference on Monday, April 8th.

This year’s winners and honorable mentions are:

Kara Xiao
K-1 Winner

Chloe Shearer
2-4 Winner

Darshan Hamal
5-6 Winner

Caitlin Corpus
K-1 Honorable Mention

Eshaa Sreeji
2-4 Honorable Mention

Jubilee Richardson
5-6 Honorable Mention
Subject Matter/Background
On April 12, 2018, the Board of Education passed a motion requesting the Superintendent of Schools to make a formal request to the Town Council to establish a building committee to explore the building of one new school provided a suitable site can be found. Subsequently, On April 23, 2018, the Council voted to establish a School Building Committee, and on May 29, 2018, the Council appointed seven representative members of the community, along with the Mayor and the School Board Chair to serve on the Committee, with the Town Manager and the Superintendent of Mansfield Public Schools serving as ex-officio members.

The School Building Committee began meeting on June 28, 2018 and adopted a charge to explore sites for construction of an elementary school, and should a suitable site be identified, oversee all tasks required for design and construction of the new school. Between June 2018 and March 2019, the Committee worked with the selected Owner’s Agent, Colliers International, and awarded Architect, TSKP Studios, on site selection and conceptual building design.

On March 28, 2019, the School Building Committee voted unanimously to recommend to the Town Council the site recognized as Parcel D located at 134 Warrenville Road, Mansfield Center, the current Southeast Elementary School site, as the most suitable available site for the construction of a new elementary school.

Legal Review
The proposed action does not require a legal review

Financial Impact
The proposed action will not have a financial impact on the town
**Recommendation**
If the Council supports this recommendation, the following motion is in order:

Move, to refer to the Planning and Zoning Commission for a report in accordance with CGS §8-24, the conceptual school building project consisting of the following elements

- Construction of a new elementary school on the Southeast Elementary school site located at 134 Warrenville Road, Mansfield Center.
- Closure of Goodwin Elementary school and Vinton Elementary school, the future use of which is undetermined at this time.

**Attachments**
1. April 12, 2018 Board of Education meeting minutes
2. April 23, 2018 Town Council meeting minutes
3. May 29, 2018 Town Council meeting minutes
4. March 28, 2019 DRAFT School Building Committee Minutes
The meeting was called to order at 7:32pm by Ms. Ward

APPROVAL OF MINUTES: Motion by Ms. Everett, seconded by Ms. Aubrey, to approve the minutes of the April 12, 2018 meeting. Vote: Unanimous in favor.

HEARING FOR VISITORS: Ben Wiles spoke in support of separate gymnasium and cafeteria facilities in our elementary schools. Attached is Mr. Wiles’ statement. Jiff Martin spoke in support of separate cafeteria facilities in our elementary schools.

COMMUNICATIONS: Letter from Debra Prince-Warinsky notifying the Board of her intent to retire effective June 30, 2018.

ADDITIONS TO THE PRESENT AGENDA: Motion by Mrs. Paulhus, seconded by Ms. Aubrey to add action on the Prince-Warinsky letter to new business. Vote: Unanimous in favor

BOARD REPORTS: Communications Committee: Ms. Everett reported the committee met to plan new communication efforts to keep public informed of the School Facilities plans. Members of the Board will be attending May school parent organization meetings.
Personnel: Ms. Aubrey reported the committee is in negotiations with the Secretaries’ and the Nurses’ Bargaining Group.

INFORMATION, PRESENTATIONS, AND ACTIONS:
- School Safety: Sergeant Keith Timme and Adam Libros, Deputy Chief/Emergency Management Director reported the district follows state regulations regarding safety drills and other procedures. The District’s School Safety and Security Plan follows the State plan.
- School Facilities: Cherie Trahan, Director of Finance, presented answers to questions the Board requested regarding state reimbursement allowance. Linda Painter, Director of Planning and Development, and Derek Dilaj, Acting Director of Public Works, reviewed possible sites for school buildings. The Board discussed options of renovating, building one new elementary school, or two new elementary schools. Motion by Ms. Everett, seconded by Ms. Aubrey, to request the Superintendent of Schools to make a formal request to the Town Council to establish a building committee to explore the building of one new school provided a suitable site can be found. Should a suitable site not be available to explore the building of two schools. Motion by Ms. Everett, seconded by Ms. Aubrey, to make an amendment to the motion to remove the sentence should a suitable site not be available to explore the building of two schools and replace it with if a building site is not found, the Board requests that the committee reports that finding to the Board. Vote: Ms. Allison, Mr. Litrico, Ms. Ward, Ms. Everett, Mr. Fratiello, Ms. Aubrey in favor. Mrs. Kelly, Ms. Zimmermann, and Mrs. Paulhus opposed. Motion Passed AMENDED MOTION: Move to request the Superintendent of Schools to make a formal request to the Town Council to establish a building committee to explore the building of one new school provided a suitable site can be found. If a building site is not found, the Board requests that the committee reports that finding to the Board. Vote: Ms. Allison, Mr. Litrico, Ms. Ward, Mr. Fratiello, Ms. Aubrey, Ms. Everett, and Ms. Zimmermann in favor. Mrs. Kelly and Mrs. Paulhus opposed. Motion Passed

NEW BUSINESS: Motion by Ms. Aubrey, seconded by Ms. Everett to accept the retirement request of Debra Prince-Warinsky, Vinton 1st grade teacher, effective June 30, 2018. Vote: Unanimous in favor.

HEARING FOR VISITORS: None

SUGGESTIONS FOR FUTURE AGENDA: None

Motion by Mrs. Paulhus, seconded by Mr. Litrico, to adjourn at 9:19pm. Vote: Unanimous in favor.

Respectfully submitted, Celeste Griffin, Board Clerk
MANSFIELD TOWN COUNCIL
REGULAR MEETING

April 23, 2018

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

I. ROLL CALL
Present: Berthelot, Briody, Freudmann, Kochenburger, Moran, Shaiken, Shapiro, Wassmundt

II. APPROVAL OF MINUTES
Mr. Shaiken moved and Ms. Briody seconded to approve the minutes of the April 3, 2018 special meeting as presented. Motion passed with all in favor except for Ms. Moran and Mr. Kochenburger who abstained.

Ms. Moran moved and Ms. Berthelot seconded to approve the minutes of the April 9, 2018 regular meeting as presented. Motion passed with all in favor.

Ms. Moran moved and Ms. Berthelot seconded to approve the minutes of the April 10, 2018 special meeting as presented. Motion passed with all in favor except for Ms. Wassmundt who abstained.

III. PUBLIC HEARING
None.

IV. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL
No public comment.

V. REPORT OF THE TOWN MANAGER
Interim Town Manager John C. Carrington presented his written report.

VI. REPORTS AND COMMENTS OF COUNCIL MEMBERS
Mayor Shapiro reported he recently attended the dedication of the new fully accessible trail at Bicentennial Pond. Additionally, on behalf of the Council, Mayor Shapiro thanked Mr. Carrington for his service as Interim Town Manager.

Mr. Freudmann moved and Ms. Wassmundt seconded to add “& Action Plan” to item number 3 on the April 23, 2018 agenda. Motion passed unanimously.

VII. OLD BUSINESS
None.

April 23, 2018
VIII. NEW BUSINESS

1. School Building Committee
Ms. Moran moved and Ms. Berthelot seconded, effective April 23, 2018, to establish, for an indefinite term, a nine-member School Building Committee to explore the building of one new school provided a suitable site can be found. The committee will report if a suitable building site is not found. If a site is found, the committee will develop recommendations for consideration to the Mansfield Board of Education and the Town Council. The Committee will include the Mayor, Board of Education Chair and seven representative members of the community including parents, teachers, and members-at-large. The Town Manager and Superintendent of Schools will serve as ex-officio members of the committee.

Councilors debated the concept of a single school and discussed funding options. Superintendent Kelly Lyman and Board Chair Kathy Ward gave an overview of the process undertaken by the Mansfield Board of Education over the last few years to reach the determination that a new one-school option was preferable to renovation.

Motion passed with all in favor except Mr. Freudmann and Ms. Wassmundt who voted against the motion.

2. Neighborhood Assistance Act Programs
Mr. Shaiken moved and Ms. Berthelot seconded to schedule a public hearing for 7:00 PM at the Town Council’s regular meeting on Tuesday, May 29, 2018, to solicit public comment regarding potential program applications to the Neighborhood Assistance Program.

Motion passed with all in favor except Mr. Freudmann who voted against the motion.

3. Fair Housing Policy & Resolution & Action Plan
Director of Planning and Development Linda Painter and Director of Human Services Pat Schneider briefly explained the fair housing program and answered Councilor questions regarding compliance and the complaint process.

Mr. Shaiken moved and Ms. Berthelot seconded, effective April 23, 2018, to adopt the attached Fair Housing Policy Statement and, effective April 23, 2018, to adopt the attached Fair Housing Resolution.

Motion passed unanimously.

4. Town Manager Contract
Ms. Moran moved and Mr. Shaiken seconded, effective April 23, 2018, to authorize the Mayor to sign the attached Town Manager Employment Agreement with Derrick M. Kennedy, which shall commence on May 14, 2018.

Ms. Moran gave an overview of the terms of the proposed contract.
Motion passed unanimously.

April 23, 2018
5. FY 2018/19 Budget Adoption
Ms. Moran moved and Ms. Berthelot seconded to adopt the following resolutions:

RESOLVED: That the General Fund Budget for the Town of Mansfield, appended totaling $42,036,470 is hereby adopted as the proposed operating budget for the Town of Mansfield for the fiscal year July 1, 2018 to June 30, 2019.

RESOLVED: That the Capital Fund Budget for the Town of Mansfield, appended totaling $3,501,480 is hereby adopted as the capital improvements to be undertaken during fiscal year 2018/19 or later years.

RESOLVED: That the proposed Capital and Non-Recurring Reserve Fund Budget for fiscal year July 1, 2018 to June 30, 2019 in the amount of $3,025,000 be adopted.

It is further resolved, that the following Appropriations Act be recommended for adoption at the annual Town Meeting for budget consideration:

RESOLVED: That the proposed General Fund Budget for the Town of Mansfield for fiscal year July 1, 2018 to June 30, 2019 in the amount of $42,036,470 which proposed budget was adopted by the Council on April 23, 2018, be adopted and that the sums estimated and set forth in said budget be appropriated for the purpose indicated.

RESOLVED: That in accordance with Connecticut General Statutes Section 10-51, the proportionate share for the Town of Mansfield of the annual budget for Regional School District No. 19 shall be added to the General Fund Budget appropriation for the Town of Mansfield for fiscal year July 1, 2018 to June 30, 2019 and said sums shall be paid by the Town to the Regional School District as they become available.

RESOLVED: That the proposed Capital Projects Budget for fiscal year July 1, 2018 to June 30, 2019 in the amount of $3,501,480 be adopted provided that the portion proposed to be funded by bonds or notes shall, at the appropriate times, be introduced for action by the Town Council subject to a vote by referendum as required by Section 407 of the Town Charter.

RESOLVED: That the proposed Capital and Non-Recurring Reserve Fund Budget for fiscal year July 1, 2018 to June 30, 2019 in the amount of $3,025,000 be adopted.

Mr. Shaiken moved and Ms. Berthelot seconded to amend the proposed Resolutions for the General Fund, Capital Fund, and Capital Non-Recurring Fund FY 2018-19 budgets by adopting the Proposed Amendments to Manager Proposed Budget, dated April 23, 2018, resulting in a General Fund Budget of $17,698,640; a Capital Fund Budget of $3,195,350, and a Capital Non-Recurring Fund Budget of $2,718,870.

Ms. Moran offered an amendment to correct the General Fund Budget number from $17,698,640 to $41,158,800. Mayor Shapiro accepted the amendment as friendly.

April 23, 2018
Councilors debated the merit of funding the marketing work of the Economic Development Commission and asked questions regarding the Proposed Amendments to Manager Proposed Budget, dated April 23, 2018.

Ms. Berthelot moved to call the question. Motion passed with all in favor except Mr. Kochenburger who voted against the motion.

The motion as amended to amend the proposed Resolutions passed unanimously.

The main motion on the floor now reads to adopt the following resolutions:

RESOLVED: That the General Fund Budget for the Town of Mansfield, appended totaling $41,158,800 is hereby adopted as the proposed operating budget for the Town of Mansfield for the fiscal year July 1, 2018 to June 30, 2019.

RESOLVED: That the Capital Fund Budget for the Town of Mansfield, appended totaling $3,195,350 is hereby adopted as the capital improvements to be undertaken during fiscal year 2018/2019 or later years.

RESOLVED: That the proposed Capital and Non-Recurring Reserve Fund Budget for fiscal year July 1, 2018 to June 30, 2019 in the amount of $2,718,870 be adopted.

It is further resolved, that the following Appropriations Act be recommended for adoption at the annual Town Meeting for budget consideration:

RESOLVED: That the proposed General Fund Budget for the Town of Mansfield for fiscal year July 1, 2018 to June 30, 2019 in the amount of $41,158,800 which proposed budget was adopted by the Council on April 23, 2018, be adopted and that the sums estimated and set forth in said budget be appropriated for the purpose indicated.

RESOLVED: That in accordance with Connecticut General Statutes Section 10-51, the proportionate share for the Town of Mansfield of the annual budget for Regional School District No. 19 shall be added to the General Fund Budget appropriation for the Town of Mansfield for fiscal year July 1, 2018 to June 30, 2019 and said sums shall be paid by the Town to the Regional School District as they become available.

RESOLVED: That the proposed Capital Projects Budget for fiscal year July 1, 2018 to June 30, 2019 in the amount of $3,195,350 be adopted provided that the portion proposed to be funded by bonds or notes shall, at the appropriate times, be introduced for action by the Town Council subject to a vote by referendum as required by Section 407 of the Town Charter.

RESOLVED: That the proposed Capital and Non-Recurring Reserve Fund Budget for fiscal year July 1, 2018 to June 30, 2019 in the amount of $2,718,870 be adopted.

April 23, 2018
Motion passed with all in favor except Mr. Freudmann and Ms. Wassmundt who voted against the motion.

IX. REPORTS OF COUNCIL COMMITTEES
None.

X. DEPARTMENTAL AND ADVISORY COMMITTEE REPORTS
None.

XI. PETITIONS, REQUESTS AND COMMUNICATIONS

XII. FUTURE AGENDAS
None.

XIII. ADJOURNMENT
Ms. Moran moved and Ms. Berthelot seconded to adjourn the meeting at 8:56 p.m. The motion passed unanimously.

Paul M. Shapiro, Mayor

Sara-Ann Chaine, Town Clerk

April 23, 2018
Mayor Paul Shapiro called the regular meeting of the Mansfield Town Council to order at 7:00 p.m. in the Council Chamber of the Audrey P. Beck Municipal Building.

I. ROLL CALL
Present: Berthelot, Briody, Freudmann, Moran, Schurin, Shaiken, Shapiro
Excused: Kochenburger, Wassmundt

II. APPROVAL OF MINUTES
Mr. Shaiken moved and Ms. Moran seconded to approve the minutes of the May 14, 2018 regular meeting as presented. Motion passed unanimously.

III. PUBLIC HEARING
1. Neighborhood Assistance Act Programs
   The Town Clerk read the legal notice. Director of Planning and Development Linda Painter gave a brief background on the program and proposed projects.
   Mayor Shapiro asked for comments. No comments were offered and the public hearing was closed.

IV. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL
Katherine Paulhus, Middle Turnpike, expressed her disappointment that there was no opportunity to apply for membership to the School Building Committee.
Sonya Conrad, Candide Lane, spoke on behalf of those advocating for a dog park in Mansfield and stated there is much interest in the project.

V. REPORT OF THE TOWN MANAGER
Town Manager Derrik Kennedy presented his written report.

VI. REPORTS AND COMMENTS OF COUNCIL MEMBERS
Mayor Shapiro reported he recently attended the annual Windham Chamber of Commerce dinner where Tri County Greenhouses was awarded Mansfield’s business of the year award. Mayor Shapiro also reported on his attendance at Mansfield’s Memorial Day parade and ceremony.
Deputy Mayor Toni reported she also attended the annual Windham Chamber of Commerce dinner and accepted a revitalization award on behalf of the Mansfield Downtown Partnership.

VII. OLD BUSINESS
2. Neighborhood Assistance Act Programs
   Ms. Moran moved and Ms. Berthelot seconded to approve the following resolution:
   Resolved, to approve the following projects for submission to the Connecticut Department of Revenue Services for inclusion in the 2018 Neighborhood Assistance
Act Program: water harvesting project at the Mansfield Community Center and development of an energy-efficient behavioral health clinic for United Services, Inc.

Mr. Shaiken recused himself.

Director of Parks and Recreation Curt Vincente and Director of Planning and Development Linda Painter answered Councilor questions regarding the water harvesting project.

Motion passed with all in favor except Mr. Freudmann who voted against the motion.

Mr. Shaiken returned to the Council table.

3. School Building Committee

Mr. Schurin moved and Ms. Moran seconded, effective May 29, 2018, to appoint the following individuals to the School Building Committee, which was established by the Council on April 23, 2018: Sharon Beebe, Mary deVecchis, Steve Ferrigno, Chris Kueffner, Randy Walikonis and Richard Weyel. Motion passed with all in favor except Mr. Freudmann who voted against the motion and Ms. Briody who abstained.

4. Appointment to Town Council

Mr. Shaiken moved and Ms. Moran seconded, effective May 14, 2018, to appoint Ronald Schurin to serve as a member of the Town Council, to fill the vacancy created by William Ryan’s resignation from the Council, for the term ending November 12, 2019. Motion passed with all in favor except Mr. Schurin who abstained.

5. Appointment to Eastern Highlands Health District Board of Directors

Ms. Berthelot moved and Mr. Schurin seconded, effective May 14, 2018 to appoint Derrik Kennedy to the Board of Directors of the Eastern Highlands Health District for a 3 year term beginning on May 14, 2018 and ending on May 13, 2021. Motion passed unanimously.

VIII. NEW BUSINESS

6. Energize CT Initiative/Energy Audits for Businesses

Lynn Stoddard, Chair of the Sustainability Committee, briefly described the energy audit program.

Ms. Moran moved and Ms. Berthelot seconded, effective May 29, 2018 to authorize the Mayor to cosign the attached letter concerning Mansfield’s participation in Energize CT’s program of free energy audits for Town businesses. Motion passed with all in favor except Mr. Freudmann who voted against the motion.

7. Donation of Hanks Hill Property (Assessor’s Parcel ID 16 62 75-1)

Environmental Planner Jennifer Kaufman briefly reviewed the property and proposed donation.

May 29, 2018
Ms. Berthelot moved and Mr. Shaiken seconded to schedule a public hearing for 7 pm on June 11, 2018 to hear comments regarding the proposed donation of a 1.18-acre property on Hanks Hill Road, located immediately east of 122 Hanks Hill Road (Assessor’s Parcel ID 16 62 75-1) and refer this to the Planning and Zoning Commission, pursuant to section 8-24 of the Connecticut General Statutes. Motion passed with all in favor except Mr. Freudmann who voted against the motion.

8. FY 2018/19 Budget – Projected State Aid
Ms. Moran moved and Mr. Shaiken seconded to set the estimated State revenues as follows: $5,566,520 for the PILOT grant, $9,675,280 for the Education Cost Sharing grant, $2,630,450 for the Select PILOT, and $661,280 for the Municipal Stabilization grant; to increase the General Fund Transfer to CNR by $675,000; to increase the CNR Fund Transfer to Capital by $625,000; to increase the Capital Projects Fund by $545,000 for Road Resurfacing, by $50,000 for a Fire Station Study, and $30,000 for a Fleet Truck with Lift System; and to increase the Fund Balance Reserve by $335,000. Motion passed with all in favor except Mr. Freudmann who voted against the motion.

9. Mill Rate for Fiscal Year 2018/19
Ms. Moran moved and Ms. Berthelot seconded to approve the following resolution:

Be it resolved: that the tax rate for the town of Mansfield for fiscal year 2018/19 be set at 30.88 mills, and the Collector of Revenue be authorized and directed to prepare and mail to each taxpayer tax bills in accordance with Connecticut General Statutes, as amended, and that such taxes shall be due and payable July 1, 2018 and January 1, 2019.

Motion passed will all in favor except Mr. Freudmann who voted against the motion.

IX. REPORTS OF COUNCIL COMMITTEES
Mr. Shaiken, Chair of the Committee on Committees, moved to appoint Ed Hall to a full position on the Agriculture Committee for a term ending October 13, 2020. Motion passed unanimously.

Mr. Shaiken, Chair of the Committee on Committees, moved to appoint Diane Dorfer to an alternate position on the Agriculture Committee for a term ending October 13, 2020. Motion passed unanimously.

Mr. Shaiken, Chair of the Committee on Committees, moved to appoint Lucas Bladen to the Town/University Relations Committee for a term ending June 30, 2020. Motion passed unanimously.

May 29, 2018
X. DEPARTMENTAL AND ADVISORY COMMITTEE REPORTS
None.

XI. PETITIONS, REQUESTS AND COMMUNICATIONS
10. Resident emails re: single use plastic bags (5/19/18 – 5/21/18)

XII. FUTURE AGENDAS
Ms. Moran moved and Mr. Shaiken seconded to refer the citizen request for a dog park to the Parks Advisory Committee for review and comment. Motion passed with all in favor except Mr. Freudmann who abstained.

XIII. ADJOURNMENT
Mr. Shaiken moved and Ms. Moran seconded to adjourn the meeting at 8:31 p.m. The motion passed unanimously.

Paul M. Shapiro, Mayor

Sara-Ann Chaine, Town Clerk

May 29, 2018
TOWN OF MANSFIELD
SCHOOL BUILDING COMMITTEE
March 28, 2019
MANSFIELD TOWN HALL, COUNCIL CHAMBER
4:30PM

DRAFT MEETING MINUTES

Members Present: Randy Walikonis, Chris Kueffner, Richard Weyel, Madison Day, Steve Ferrigno, Mary deVecchis, Chris McNaboe, Paul Shapiro, Kathy Ward, Kelly Lyman, Derrik Kennedy

Staff Present: Cherie Trahan

Guests: Scott Pellman (Project Manager, Colliers International), Ryszard Szczypek (Lead Architect, TSKP Studio), Kristi Gagnon and Martin Brogie (Eagle Environmental, Inc.)

1. CALL TO ORDER
   Meeting called to order at 4:33pm by Chairman Randy Walikonis.

2. APPROVAL OF 3/14/19 MINUTES
   C. Kueffner moved to approve the minutes of the March 14, 2019 meeting. K. Ward seconded the motion. The motion passed unanimously.

3. PUBLIC COMMENT
   None

4. OWNERS REPRESENTATIVE UPDATE
   Mr. Pellman had the timeline and milestone schedule. The grant application can be done and submitted to the State by the end of June in order to be on the priority list for state approval. Eagle Environmental completed Phase I and Phase II reports on Parcel D. K. Gagnon performed the study looking for any remediation to the soil or groundwater. The underground storage tank would have to be removed. The water sample on the site showed a trace of VOCs, well below the standards, so they intend to resample since it could be a false positive reading. In the previous routine screening of water at Parcel D no VOCs were detected. Sometimes very low levels are naturally occurring. The groundwater wells will be retested. If there is a trace VOC it can be cleared from the water by carbon filtration.
5. ARCHITECT’S UPDATE
R. Szczypek from TSKP Studio presented a power point slideshow showing a brief synopsis of all the work that has been done so far. The project is right on schedule with the projected project timeline. TSKP visited all three schools and observed square footage, class size, and teacher innovations. Educational Specifications were prepared with a predicted gross square footage of 85,165. The design goals were child-friendly, small scale, three schools in one, open and bright, flexible plan with multi-use space, integrate with nature, and sustainable design. A conceptual plan was shown for 566 pupils, grades PK-4, in 33 classrooms (divided into 3 smaller groupings), and support spaces. The square footage of this design was 83,000. This design is also an opportunity to use Net Zero Energy and would be the first in the State. The next part of the discussion focused on the four parcels under consideration. Parcel A, the MMS site, was evaluated for fitting playfield space, a one-story vs. two story building, parking, and PV site availability. Fields would have to be relocated and created for both middle school and elementary school, a new septic system would have to be installed as well as new parking, and new blacktop play areas. The MMS site would require a longer timeline because of extensive site work. Two parcels were privately owned; negotiations for one site failed to progress and one was very expensive with significant space constraints. Parcel D, the Southeast site, was evaluated by the same parameters as Parcel A. The new configuration of the school would adhere to the zoning and wetlands guidelines. The existing school, playfields, and septic system would remain in use during the construction of the new school. After the new building is built, the existing building can be removed and the remaining site can be completed. Parcel D has the least amount for earthwork and the lowest site costs. Their site selection matrix summarized all the elements for each parcel. The next steps for the project timeline outlined upcoming important dates.

6. POSSIBLE ACTION ON SITE RECOMMENDATION TO THE TOWN COUNCIL
P. Shapiro questioned tree clearing and tree health at Parcel D. R. Szczypek noted an arborist determined the trees are at the end of their expected life, could be taken down safely, and new trees and foliage planted to screen the school parcel from the neighbors. Parcel A would also have tree clearing for the new playfields.

Mr. Shapiro asked about any bus issues getting to school within the same timeframe. K. Lyman stated that maximum current bus ride for elementary school is 45 minutes. These times will vary depending on the school age kids in town. They aim to keep the run times the same and add more buses for the northern part of town if necessary for express runs. Mr. Shapiro asked about the traffic at the intersection of Route 89 and 195. K. Lyman stated a Traffic Engineer could study the turning lanes on Route 89 and Route 195.

Mr. Pellman stated that he feels Parcel D is the better site for a new school, as it makes use of existing resources, has less site work, perfect construction access, and no real drawbacks. R. Szczypek also recommends Parcel D as the preferred site due to the least amount of earthwork, the lower overall cost, and the site will have the space to accommodate playfields and parking. K. Lyman stated all data supports the selection of Parcel D. The timeline and disruption to the middle school...
and true feasibility of that number of children on one campus is questionable. The presentation represents a strong argument and illustrates that Parcel D is the preferred site.

Ms. Day moved (with a friendly amendment on the wording by Mr. Keuffner), and Mr. Weyel seconded the motion, to recommend to the Town Council Parcel D located at 134 Warrenville Road, Mansfield Center, the current Southeast Elementary School site, as the most suitable available site for the construction of a new elementary school.

The committee members spoke to the motion.

M. Day stated that she liked that there is already a school building there and it is familiar to people in town. It is close to the library and ball fields and is already level. It feels like a family friendly district part of town. Being close to Mansfield Hollow and trails plays into our commitment to nature and outdoor learning spaces will easily work here. The MMS site was very tight and does not feel like Mansfield where we have houses spaced far apart and the schools should follow the same.

S. Ferrigno stated that he has solicited feedback from many people in the community. Educators felt the MMS site had the synergy. The biggest concern from parents is that they did not want to lose “our community school, our little school”. By placing the elementary school at the MMS site, we would lose that feeling, and it would become a giant site and not a little school. Another concern to him was that he thought it was far away from the northern side of town, but the Southeast site is only a difference of 1 ½ miles or 2 minutes different in driving time than MMS. The separate construction access, the outdoor learning space, ample room for ball fields, and it is close to the library for community involvement and engagement. He stated that he is confident that we found the right site for this school at the Southeast parcel.

C. McNaboe felt that the ability to use Parcel D gives us that breathing room if there is a need for expansion. She was a big proponent for the MMS site, but seeing all the cost, the congestion, and all the negatives has changed her opinion. The more money we can have available to put into a new school and achieve our goal of Net Zero for the new building and have all the amenities that teachers would like really fit with Parcel D. She felt that she been educated by this process, and feels that Parcel D is the best site.

R. Weyel stated that he was originally an MMS site proponent as well, but now feels that the MMS site would be settling and it would not be the best fit, and that he is whole heartedly for Southeast.

C. Kueffner said that he was not originally a proponent of the MMS site but always saw it as a reasonable fallback. Now he feels that the Southeast site seems sensible and inexpensive and a better site than MMS.

P. Shapiro agreed with what others had said. He was an MMS site proponent until recently. The walkthrough by the committee of the site made him see how tight
the new building would be on the MMS site. The outdoor fields would have to be moved and rebuilt. At the Southeast site, we would have the ability to keep school in session uninterrupted while the new school is being built. That is what won it for him.

M. Ward was originally an MMS site advocate too but became convinced that the SE sight is better. She feels she can go back to the Board of Education and let them know we have done a thorough job as possible with the help of the working group and have explored this carefully and we are making a sound decision and she feels comfortable and confident picking the Southeast site.

M. DeVecchis agreed with what the others had said. SE has been her teaching home for a long time and it has great capacity to be the home for our future school. It is surrounded by beautiful outdoor space which we will be able to maintain, has access to the fields for PE class and after school programs, and will provide a great school home. She is happy to recommend it as well.

R. Walikonis appreciated what everyone has said and felt that we put a lot of work into this. The site visit was really informative and we saw the way another school building at MMS would limit both the elementary and middle school programs. The Southeast site is a good school site and great home for kids with all the fields, trails, and the proximity to the library. He supported the motion as well.

Vote: Unanimous in favor

7. NEXT STEPS
   D. Kennedy asked for clarification on retesting for VOCs in groundwater. S. Pellman said the next SBC event is the April 2nd meeting with the town council and Board of Education at 6:30pm.

8. COMMUNICATION DISCUSSIONS
   Informational presentations and social media items on the building project are being prepared.

9. DISCUSSION – FUTURE AGENDA ITEMS
   K. Ward suggested we look at the traffic at the intersection of Route 89 and Route 195. S. Pellman can put together an RFP for this work.

10. ADJOURNMENT
    C. Kueffner moved to adjourn the meeting at 6:21pm. M. deVecchis seconded the motion. The motion passed unanimously.

Respectfully Submitted,

Sheri Baczanski
Public Works Specialist
To: Town Council
From: Derrik M. Kennedy, Town Manager
CC: Josh Putman, Assistant Town Manager; Cynthia van Zelm, Executive Director of the Mansfield Downtown Partnership, Inc., Linda Painter, Director of Planning and Development
Date: April 8, 2019
Re: Mansfield Economic Development Commission Presentation

Subject Matter/Background
John McGuire, Chair of the Economic Development Commission, and Steve Ferrigno, Vice Chair of the Economic Development Commission, will provide the Council with an update on the Commission’s work since its presentation to the Council last year, its current work plan, and its activities going forward. Copies of the presentation will be provided at the Council meeting.
Subject Matter/Background
Attached please find an application in the amount of $7,500.00 to the State’s Historic Documents Preservation Grant Program. As explained in the application, the grant funds would be used to scan historical land records from November 29, 1937 – May 10, 1973. Over time, staff will create an electronic index for the records within our existing web-based records management system and link the newly scanned images to the new index entries.

This project would support our values of records accessibility and preservation. Increased records accessibility will be achieved by increasing the number of our land records available electronically both in-house and via our portal system. Increased records preservation will be achieved by reducing the wear and tear on our original documents as customers will be able to print pages directly from the index.

The State funds the grant program via a specific $6.00 filing fee charged with the filing of land records, in which the town retains $2.00 and remits the $4.00 balance to the State. The State Library’s Office of the Public Records Administrator oversees the fund and coordinates the grant program for Connecticut municipalities.

Financial Impact
The grant program does not require a local “match” or contribution from the Town.

Recommendation
Staff recommends that the Council authorize the Town Manager to submit the grant application on behalf of the Town.

If the Town Council supports this recommendation, the following resolution is in order:
Resolved: That Derrik M. Kennedy, Mansfield Town Manager, is empowered to execute and deliver in the name and on behalf of this municipality a contract with the Connecticut State Library for a Historic Documents Preservation Grant.

Attachments
1) Proposed Grant Application
**APPLICATION**  
**TARGETED GRANT FY 2020**  
Historic Documents Preservation Program  
Connecticut Municipalities  
GP-001 (rev. 1/2019)

This form may be completed and printed for submission at ctstatelibrary.org/publicrecords/hdpp

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**Name of Municipality:**  
Town of Mansfield  

**Name of Municipal CEO:**  
Derrik M. Kennedy  
**Title:**  
Town Manager  
**Phone with Area Code:**  
860-429-3336  
**Email:**  
TownMngr@mansfieldct.org

**Name of Town Clerk:**  
Sara-Ann Chaine  
**Title:**  
Town Clerk  
**Phone with Area Code:**  
860-429-3303  
**Email:**  
ChaineS@mansfieldct.org  

**TC Mailing Address:**  
4 South Eagleville, Storrs Mansfield, CT  06268

**MCEO Address if Different:**

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**Grant Application Deadline:**  
Cycle 1: April 30, 2019  
Cycle 2: September 30, 2019

**Grant Contract Period:**  
The contract period begins after July 1, 2019 AND receipt of the fully executed contract. Grant projects must be completed and funds expended by June 30, 2020.

**Maximum Grant Allowed:**  
- Small Municipality (Population less than 20,000): $5,500  
- Medium Municipality (Population between 20,000 and 69,999): $7,500  
- Large Municipality (Population of 70,000 or greater): $10,500

**Amount Requested:**  
$7500

**Grant Category(ies):**  
- Inventory and Planning  
- Organization and Indexing  
- Program Development  
- Storage and Facilities  
- Preservation/Conservation

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**Budget Summary**  

<table>
<thead>
<tr>
<th>Budget Category</th>
<th>Grant Funds (A)</th>
<th>Local Funds (B)</th>
<th>Total Funds (A+B)</th>
</tr>
</thead>
</table>
| **1. Consultants/Vendors**  
(Total cost for all consultants and vendors) | $7500 | | |
| **2. Equipment**  
(Total cost for eligible items, i.e. shelving) | | | |
| **3. Supplies**  
(Total cost for eligible items, i.e. archival supplies) | | | |
| **4. Town Personnel Costs**  
(Total cost for all town personnel) | 1$ | 2$ | |
| **5. Other**  
(Please specify on a separate sheet) | | | |
| **6. TOTAL** | | | |

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1 Base pay only for personnel hired directly by the municipality for the grant project. Consultant/vendor costs should be listed on Line 1.  
2 Personnel taxes, benefits and any overtime must be paid by the municipality.
Narrative Page & Supporting Documentation

- Answer on an attached page, numbering the answers for questions 1 through 3; and question 4 if required.
- If applying for more than one project, questions 1 through 3 must address each project separately; for example, number the answers 1a and 1b, 2a and 2b, 3a and 3b.
- Answers should be provided in the applicant’s own words, not by referencing the vendor’s proposal.

1. **Describe the project.** State what will be done and why. Identify the specific records involved, including volume numbers and date range.

2. **Identify the vendors or town personnel; and the project timeframe.** For Vendors: Identify the company and the timeframe for completing the work. For Town Personnel: Follow specific instructions on page 12 of the Grant Guidelines under Section D, Town Personnel Costs.

3. **State what the municipality hopes to accomplish.** Explain how the project will impact the records, the office and/or the municipality.

4. **Provide a detailed budget.** Show the specific project expenses to be included under each line item (Consultants/Vendors, Equipment, Supplies, and Town Personnel Costs). Show the split between grant and local funds where applicable. If applying for only one project with one vendor, you may omit this question.

5. **Attach supporting documentation.** For vendors: provide a copy of the proposal or quote. For direct purchases of equipment or supplies: provide a copy of the product information/pricing.

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**Designation of Town Clerk as Applicant**

This section to be completed only if the MCEO wishes to designate the Town Clerk to make the application for the grant.

I hereby designate, __________________________________________, the Town Clerk, as the agent for making the above application.

_________________________________________________________
Signature of MCEO

_________________________________________________________
Date

Name and Title of MCEO

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**Certification of the Application**

This section must be signed by the applicant. If the Town Clerk is designated above, the Town Clerk must sign. If the Town Clerk is not designated, the MCEO must sign.

I hereby certify that the statements contained in this application are true and that all eligibility requirements as outlined in the FY 2020 Targeted Grant Guidelines have been met.

_________________________________________________________
Signature of Applicant (MCEO or Town Clerk if Designated)

_________________________________________________________
Date (must be same as or later than above date)

Name and Title of Applicant

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**For State Library Use Only**

- Grant Disposition:  □ Approved  □ Denied
- Grant Award: $________________________
- Grant Number: ________-________-_________

_________________________________________________________
Signature of Public Records Administrator

_________________________________________________________
Date
To: Sara-Ann Chaine, Mansfield Connecticut, Town Clerk
From: Mark Kirk, Account Executive
Date: April 4, 2019
Subject: Backfile Conversion – 2020 Historic Documents Grant

Thank you for presenting Cott the opportunity to provide budgetary pricing that will enable you to make some of your historical records available electronically. This is a great step, as you are not only making your records more accessible to your constituents, you are also preserving the hard copy records forever. Cott is pleased to be a part of this major milestone. As you apply for grant money to help fund this effort, this memo will provide the necessary support to assist you in the application process.

Project Scope
Complete Backfile Conversion Project
- Estimated project fee: $7,540.
- Town to apply for a grant.
- Unit Price is $0.18 per image.

Project Deliverables
- Cott captures images from hard copy record books, evaluates images for quality and completeness.
- Cott formats the images for import into Customer’s land records system.
- Cott develops import utility to load the images as non-indexed.
- Cott trains staff and supports issues related to the project.

Project Requirements and Assumptions
- Onsite scanning, books are loose leaf (not bound), page size is less than 11 x 17 (does not include large plats).
- Since the index data associated with the records specified above does not exist electronically, unique features within the Resolution3 Search will allow users to directly access the images by their assigned book and page number.
- The pricing is based on a special rate where multiple towns are committing to do backfile scanning work with Cott.
- The commencement of the project will be contingent on timing of when other towns commit to this effort.

This proposal is intended for use as an estimate. The town specific project deliverables and scope will be defined more firmly upon customer’s request and an executable agreement between Cott and Customer will be provided. Thank you for your interest in this service.

PLEASE NOTE: The pricing in this offer is valid through 9/30/2019. After this date, this offer will be priced at the current rate.
In considering the outside agencies’ requests for funds, a couple of them have direct financial benefits to the town budget, in addition to their social benefits.

Literacy volunteers operate primarily through donated time. Mansfield funds help fund their director and supply materials for use by volunteers. Their successes improve substantially the employability and earning power of their clients, reducing other local expenditures. In addition, each success is permanent. Illiteracy related problems end with literacy.

Legal Aid has needs far in excess of resources, and emphasizes high visibility cases that will act to prevent a multitude of similar cases. For instance, a single case requiring a landlord to follow the law will advertise to all local landlords their obligations to their low-income tenants. A case that clarifies access to disability payments can be used to assure that a number of similar cases are handled properly, reducing the need for local help.

In considering your level of funding for these programs, please consider the impact your decision may have on reducing other Mansfield expenditures.
Please Forward to Town Council for March 25th Meeting...

Town Council,

I just read through the proposal to implement pay-by-cell parking charges to the Storrs Center area, and I am greatly opposed to the idea.
Initially when Storrs Downtown was built, I was concerned about the parking situation, thinking it would be too hard to get in and out quickly and cheaply. I was actually impressed and happy with the result of the parking options. It’s great having the free spots on the streets and the Dog Lane lot, and the 2 hours free in the garage. The time limits in all the lots are very fair. 30 minutes for the street parking is perfect as it allows high turnover for the spots and allows customers to quickly run into the shops & restaurants.
If someone knows they’ll be there longer they have the option to park at Dog Lane or for even longer at the garage.
I go to Storrs Center many times during the week and I can usually find a spot that suits my needs and I’ve never gotten a ticket. I don’t understand what the current debate is and why we’re even looking at changing the parking rules. If people get tickets they should realize they need to park in the garage instead of squatting in a spot that is meant for quick turnover.
If the town implements this pay-by-cell system, I will do business in Storrs Center less often. If I want to run into CVS to grab something quickly or to pickup an online Mooyah order, etc, I don’t have time to go into an app and mark down my spot #. Even if the first 30 minutes are free, the whole process is not conducive to the parking experience that I and many others want.
Stop listening to the minority of people complaining about tickets and keep the current system that is working just fine.
The goal should be to allow people to do business in Storrs Center, which means keeping parking spots available. This pay-by-cell system would instead encourage squatters and not the people who want to patronize the shops.

Thanks,

Jon Sgro
57 Browns Rd
March 19, 2019

Mr. Timothy Malone
Principal Planner
Capitol Region Council of Governments
241 Main Street
Hartford, CT 06106

Via email: tmalone@crcog.org

Subject: Draft Metropolitan Transportation Plan

Dear Mr. Malone:

The Mansfield Town Council and Planning and Zoning Commission offer the following comments and recommendations with regard to the draft Metropolitan Transportation Plan:

- **New England Rail Line/Central Corridor.** In 2011, Mansfield joined several other towns in CT, MA and VT in adopting and executing a Memorandum of Agreement regarding restoration of passenger rail service and enhancement of freight rail service on the New England Central Rail Line. In 2014, an $8.2 million TIGER grant was awarded for upgrades to the New England Central Rail line to expand freight rail capacity. The increased capacity has long been seen as a precursor to any future restoration of passenger rail service. While a 2017 Mass DOT Central Corridor Passenger Rail Feasibility Study indicated that the demand for passenger service in 2020 would be fairly low (400 people per day), the study recommended that “respective state agencies and departments should continue to evaluate public support relative to the furtherance of the service and include it in any passenger and freight rail planning efforts in order to prioritize passenger rail service along the Central Corridor Line relative to other competing rail needs.”

Despite these previous efforts, there is only one reference to the New England Central railroad in Chapter 6 (Freight Transport System). Despite the focus on developing a “sustainable transportation system” (Chapter 1) as well as the identification of “insufficient regional rail connectivity” as an issue and deficiency for the transit and rail system (Chapter 2), there is no mention of any interest in exploring the restoration of passenger rail service on the New England Central Line. We respectfully request that a recommendation be added to further explore regional rail transit options outside of the...
Knowledge Corridor and particularly along the New England Rail Line.

- Eastern Gateways Study. While a summary of transit recommendations from the Eastern Gateways study is referenced in Chapter 2 (Transit and Rail System), there is no corresponding reference in the Arterial Improvements section of Chapter 3 (Highway System). We respectfully request that a section be added summarizing the recommended improvements identified in the Eastern Gateways study for Routes 44 and 195 in Tolland, Bolton, Coventry and Mansfield.

If you have any questions regarding these comments, please contact Linda Painter, Director of Planning and Development, at 860.429.3330 or painterln@mansfieldct.org.

Sincerely,

Paul M. Shapiro
Mayor

Joann Goodwin
Chair, Planning and Zoning Commission

Cc: Town Council
    Planning and Zoning Commission
March 18, 2019

The Honorable Elaine Chao  
Secretary of Transportation  
U.S. Department of Transportation  
1200 New Jersey Avenue, SE  
Washington, DC, 20590

Re: Automated Driving System Demonstration Grant application by the University of Connecticut, USDOT NOFO #693JJ319NF00001

Dear Secretary Chao:

We support the University of Connecticut’s application, “Connecticut Automated Microshuttle Demonstration Initiative (CAMDI).” We recognize that Autonomous Vehicles (AVs) will be a critical component of our future transportation systems, but serious barriers currently impede their widespread deployment.

Connecticut needs creative, long-term solutions to complex transportation challenges. The presence of Connecticut’s flagship university in our rural community requires a significant number of commuters to travel through our town each day. Furthermore there are a large number of students on campus that do not have a personal automobile due to international status or vehicle ownership restrictions on incoming students residing on campus. AVs have the potential to advance our economic development goals by offering transportation solutions to UConn students and staff.

This initiative provides an excellent opportunity for limited-scale testing to advance integration of AVs into our transportation system over the long term. We are especially interested in the potential of autonomous vehicles to support the needs of limited mobility individuals, such as the elderly and those with physical disabilities. AVs promise to help these individuals remain fully integrated into their communities and to reduce the burden on caregivers.

We enthusiastically endorse the application prepared by Dr. Eric Jackson and his UConn team. A pilot study or early deployment of this technology would not only benefit
Mansfield, but the lessons learned would translate across the nation. We support UConn’s efforts to build the knowledge base surrounding autonomous vehicles through a pilot program in Connecticut. We look forward to supporting UConn on this opportunity to build our collective transportation infrastructure.

Thank you for your consideration of this proposal.

Sincerely,

[Signature]

Derrk M. Kennedy
Town Manager

cc: Dr. Eric Jackson, Director, Connecticut Transportation Safety Research Center
Mansfield Public Schools
Office of the Superintendent

Memorandum

To: Derrik Kennedy
From: Kelly Lyman
CC: Patricia Schneider
Date: March 14, 2019

Re: Request for Additional Social Work Services

Mansfield Public Schools is grateful for the support our students and families receive from Youth Services. Programs that provide direct support both during the school day and after school hours are utilized by many students. Many of these programs are appropriately focused on prevention while some extend to connecting families to other community agencies or providing direct support.

In recent years the number of students and families who would benefit from these programs has increased and regularly school staff are seeking more intervention from the Youth Services programs. The Connecticut State Department of Education identifies the level of "need" of a district by summing the number of students who are impoverished, have special needs, or are not yet proficient in English.

Enrollment data provides an overall picture of the level of need in Mansfield. In the current school year, thirty percent of our students qualify for free or reduced priced meals, 11.5% are eligible for special education and 5% are English Language Learners. A closer look finds that of the 115 new students enrolled since the conclusion of the last school year, the number of new students with needs is much higher. Of the 115 new students 57% qualify for free or reduced priced meals, 8% are identified as eligible to receive special education and 16.5% are English Language Learners.

Increasingly, providing the needed supports to students and families is becoming more difficult. A social worker from Youth Services is only able to be on-site at one school and even then it is only one day a week. Youth Services staff are not able to provide direct support to all students and families referred by school personnel.

Given the increase in student need, the commitment of the Mansfield Schools to support the whole child, and the understanding that educating a child today requires supporting social and emotional development as well as academic development, the Mansfield Public Schools requests additional social work staff to work in and with our schools.

Thank you for your consideration of this request.