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 recording 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 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). Please email TownMngr@mansfieldct.org or call 860.429.3336 ext. 5 by 4:00PM 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
      07.25.2022 TC Minutes
   B. White Oak Condominiums Sewer Project Authorization Update
      AIS - White Oak Condominiums Sewer Project Authorization Update
      White Oak Condominium Sewer Project Agenda Item Summary, 10.14.2008
      Town Council October 14, 2008 Meeting Minutes
7. OLD BUSINESS
A. Plan for Pickleball Facility at the Mansfield Community Center (Item #8B, 07.25.22 Agenda)

- Proposed Donor Agreement between Town of Mansfield and Mr. Michael Taylor
- Conceptual Plan for Pickleball Facility at Mansfield Community Center
- Summary of Project-Specific Construction Items/Tasks ("Schedule A")

B. Pandemic Premium Pay for Town and School District Employees (Item #8C, 07.25.22 Agenda)

- Summary Tabulation of Eligible Town and School District Employees by Type

C. Proposed Committee on Committees Charge (Item #8G, 07.25.22 Agenda)

- Town Attorney Legal Opinion Regarding Committee Appointments

8. NEW BUSINESS

A. Update from New Mansfield Public Schools Superintendent

B. Water Testing at Southeast Elementary School

C. Implementation Plan for Arts Recovery Fund Program

D. Sunny Acres Park - Repairs to Basketball and Tennis / Pickleball Court

- American Rescue Plan Act - Approved Project Funding
- American Rescue Plan Act - Proposed Uses of Funds (March 14, 2022 - Public Hearing)

E. WPCA, Schedule a Public Hearing for FY 2022/23 UConn and Willimantic Sewer Budget/Rates

9. REPORTS OF COUNCIL COMMITTEES

10. DEPARTMENTAL AND ADVISORY COMMITTEE REPORTS

11. PETITIONS, REQUESTS AND COMMUNICATIONS
A. EHHD COVID-19 Reports 83 - 86

B. J. Spears, President Eastbrook Heights Condo. Assoc., re: Thank You to MFD (07.24.22) 87

C. Cemetery Advisory Board memo re: Gurley Cemetery Expansion Recommendation (07.25.22) 89

D. Mansfield Downtown Partnership memo re: Responses from ARPA Local Business Fund Recipients (08.04.22) 91

12. FUTURE AGENDAS

13. ADJOURNMENT

Following adjournment per CGS §1-200(2) the Council will meet to discuss strategy and negotiations with respect to collective bargaining for units represented by the Uniformed Professional Firefighters Association of CT, IFF Local 4120
MINUTES

1. CALL TO ORDER
   Mayor Moran called the regular meeting of the Mansfield Town Council to order at 7:05 p.m. in the Council Chamber of the Audrey P. Beck Municipal Building.

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

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

4. REPORT OF THE TOWN MANAGER
   Town Manager Ryan Aylesworth presented and discussed his written report. The report is available online at www.MansfieldCT.gov and is on file with the Town Clerk. In response to concerns raised by Mr. Coleman, Mr. Aylesworth explained that follow up samples will be taken from the new wells drilled for the new elementary school after lead was detected. Should an issue be confirmed, local officials will work closely with the design team and state officials to rectify the problem.

5. REPORTS AND COMMENTS OF COUNCIL MEMBERS
   Mayor Moran commented that she has accepted an invitation from the Town of Chaplin to participate in their 300th anniversary celebration. She reported that a celebration in honor of resigning Council member Peter Kochenburger was held prior to tonight’s meeting. Mr. Ausburger commented that Vera Stearns Ward has resigned from the Planning and Zoning Commission and thanked her for her years of service. He also commented that he will be voting in support of the pickleball court plan.

6. CONSENT AGENDA
   A. Approval of Minutes
   B. Appointments to Town Committees
   C. Cancellation of August 22, 2022 Meeting
      Mr. Shaiken moved and Mr. Ausburger seconded to approve the consent agenda. Motion passed unanimously.
      Motions passed by consent:
      - To approve the July 11, 2022 regular meeting minutes.
      - Move, effective July 25, 2022, to appoint Jamie Lang-Rodean to the Board of Ethics as a full member for a term ending June 30, 2025.
      - Move, to cancel the August 25, 2022 regular meeting of the Mansfield Town Council.

7. OLD BUSINESS
   None.
8. NEW BUSINESS

A. Code Red / Emergency Communications
Deputy Chief/Fire Marshal, Emergency Management Director Adam Libros discussed our emergency communications program, Code Red, including how the system is used, types of messages sent and system limitations. Councilors requested that additional messaging be sent to further inform residents about the Code Red system.

B. Conceptual Plan for Pickleball Facility at the Mansfield Community Center
Mr. Aylesworth explained that this item was on the agenda to gauge Council’s interest in moving forward with Mr. Michael Taylor and the Town Attorney to draft an agreement in reference to the proposed pickleball facility. Mr. Taylor and son Arri Taylor discussed court sizes and proposed location for the courts. The Council expressed its support to move forward with a draft agreement.

C. Pandemic Premium Pay for Town and School District Employees
Mr. Shaiken moved and Mr. Bruder seconded to table this business item to the next meeting. Motion passed unanimously.

D. Appointments to Standing Council Committees
In consideration of the resignation of Councilor Kochenburger, Mayor Moran made the following changes to Council committee appointments:
- Deputy Mayor Shaiken appointed as Finance Committee Chair
- Councilor Berthelot removed from Committee on Committees and appointed to the Finance Committee
- Councilor Bruder appointed as Chair of the Committee on Committees
The new Councilor will be appointed to the Committee on Committees.

E. Town Clerk Office Update
Town Clerk Sara-Ann Chaine provided the Council with an overview of departmental responsibilities and accomplishments in fiscal year 2022 and ongoing initiatives.

F. Proposed Revised Mansfield Advocates for Children Charge
[Mr. Shaiken left the room.]

Ms. Berthelot, at the recommendation of the Committee on Committees, moved to adopt the proposed resolution as written.

Mr. Bruder commented that the changes to the current charge are required by statute.

Motion passed unanimously.

The adopted resolution is as follows:

Resolved, to adopt the following Mansfield Advocates for Children charge:

PURPOSE AND CHARGE: Mansfield Advocates for Children (MAC) is an early childhood collaborative, promoting the well-being of children and their families in Mansfield. Our goal is to assure that Mansfield children ages birth through eight years old are healthy, successful learners, and they and their families are connected to the community. MAC also proudly serves as an
advisory council to the Mansfield Town Council on issues relating to education, health and the safety of young children. MAC also acts as the Mansfield School Readiness Council (SRC), which oversees and implements guidelines for the School Readiness program contained in the Office of Early Childhood General Policy C-01 (2/2022).

COMPOSITION AND MEMBERSHIP: The Committee shall be composed of at least seven (7) members, but no more than twenty-five (25) members. The Committee shall follow the guidance contained in the Office of Early Childhood GP C-01 (2/2022) pertaining to SRC Membership as required by the Connecticut Office of Early Childhood’s School Readiness Grant program, shall include:

- The Mayor or designee
- The Superintendent of Schools or designee
- Parents and/or Guardians of Mansfield children
  - At least twenty-five (25) percent of the membership shall be parents or guardians of children
- Representatives from local programs associated with children including but not limited to:
  - School Readiness Grant recipients
  - Local early care and education providers
  - Home based early care providers
  - Family resource centers
- Representative from a local health care provider in the community
- Local homeless education liaison (McKinney-Vento Liaison)
- Representative from a workforce or job training entity in the community
- Representative from a local business in the community
- Other representatives from the community who provide services to children including but not limited to:
  - Public Librarian
  - Public & private sector services
  - Faith based organizations
  - University based organizations
  - Community members with an interest in early childhood initiatives

Members shall be jointly appointed by the chief elected official and the superintendent of schools. The Committee will interview applicants and the Chairperson shall make recommendations to the chief elected official and the superintendent of schools. Members serve for three-year, staggered terms. The members of the council shall elect the chairperson(s). Members are required to recuse themselves from any discussion or vote pertaining to the issuance of Town grant funds to the agency which employs them.

ROLES AND RESPONSIBILITIES:
- Serves as an advocate regarding the early childhood needs of the residents of Mansfield.
- Submit an Annual Report to the Mansfield Town Council in June of each calendar year.
- Hold School Readiness Council meetings at times and locations that are convenient for the council members, including the parent and guardian members.
- Document efforts to ensure that the racial, ethnic and socioeconomic composition of the council reflects that of its town or region, as applicable.
Make recommendations to the chief elected official and the superintendent of schools on issues relating to School Readiness, including any applications for grants pursuant to sections 10-16p, 10-16u, 17b-749a and 17b-749c of the C.G.S.

Foster partnerships among providers of School Readiness programs.

Cooperate with the Connecticut Office of Early Childhood (OEC) in any program evaluation, use measures developed pursuant to section 10-16s of the C.G.S. for purposes of evaluating the effectiveness of School Readiness programs.

Identify existing and prospective resources and services available to children and families.

Facilitate the coordination of the delivery of services to children and families, including (1) referral procedures, and (2) before- and after-school child care for children attending kindergarten programs.

Exchange information with other SRCs and community organizations serving children and families.

Make recommendations to school officials concerning the transition from School Readiness programs to kindergarten; and encourage public participation.

Collaborate with the Office of Early Childhood related to planning improvements to the state early care and education governance structure.

MEETINGS: The Committee will meet October through June, with the exception of November and January, on the first Wednesday of the month at 5:30 PM.

[Mr. Shaiken returned.]

G. Proposed Committee on Committees Charge
Ms. Berthelot presented the proposed charge and noted that charging the Committee with making appointments so that applicants may begin serving on committees sooner may be in conflict with the Town Charter. Mr. Aylesworth suggested the Town Attorney could provide an official legal opinion on the matter. Mr. Bruder spoke in favor of this suggestion. Mr. Schurin shared his concern about potentially allowing only two Councilors to make appointments as well as his concern that having committees vet applicants may discourage change. Mr. Ausburger commented that it takes the Council even longer to make an appointment when a Council meeting is cancelled. Mr. Kochenburger suggested that "as authorized by the Town Council, the committee makes appointments" be added to the charge. Mr. Shaiken stated his support for getting a legal opinion as well as his concern about not having Council consent to appointments even if a legal opinion finds that appointment by the Committee on Committees is permissible. Mayor Moran suggested applicants could be encouraged to attend committee meetings after being recommended for appointment. Mr. Kochenburger noted that the process assumes there is one candidate and does not address what happens when there are multiple candidates for one position. Mr. Aylesworth will ask the Town Attorney for a legal opinion.

9. REPORTS OF COUNCIL COMMITTEES
Mr. Schurin reported that the Personnel Committee met earlier and talked about their committee charge and the grants coordinator position.

10. DEPARTMENTAL AND ADVISORY COMMITTEE REPORTS
None.

11. PETITIONS, REQUESTS AND COMMUNICATIONS
A. EHHD COVID-19 Reports
B. Downtown Storrs Parking Garage Financial Report (June 2022)
C. A. Tierney, Town Manager Town of Hebron, re: Mutual Aid Assistance (07.13.22) – TM look at this thank you to and congrats to fire department on being useful and effective and well respected

12. FUTURE AGENDAS
   • Mansfield Elementary School Wells

13. ADJOURNMENT
    Mr. Kochenburger moved and Mr. Coleman seconded to adjourn the meeting at 9:02 p.m. The motion passed unanimously.

Antonia Moran, Mayor
Sara-Ann Chaine, Town Clerk
Subject Matter/Background
During its October 14, 2008 meeting the Council authorized then Town Manager, Matthew W. Hart to execute easement documents that authorize the use of a portion of Dunhamtown Forest for sanitary system improvements for the White Oak Condominium Association. Staff has recently been informed by the Condo Association that they are ready to move forward with the project. As the previous motion identified the Town Manager by name, I am seeking the same authorization from the Council to allow me to execute the easement documents once they have been prepared.

Financial Impact
None

Legal Review
None

Recommendation
Staff recommends that Council authorize the current Town Manager, by name, to execute easement documents that authorize the use of a portion of Dunhamtown Forest for sanitary system improvements for the White Oak Condominium Association.

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

Move, effective August 8, 2022, to authorize Town Manager Ryan J. Aylesworth, to execute easement documents that authorize the use of a portion of Dunhamtown Forest for sanitary system improvements for the White Oak Condominium Association.

Attachments
2) Town Council October 14, 2008 Meeting Minutes
Town of Mansfield
Agenda Item Summary

To: Town Council
From: Matt Hart, Town Manager
CC: Maria Capriola, Assistant to Town Manager; Gregory Padick, Director of Planning; Lon Hultgren, Director of Public Works; Robert Miller, Director of Health
Date: October 14, 2008
Re: White Oak Condominiums, Sewer Project

Subject Matter/Background
For many years the White Oak Condominium Association has been working with the State Department of Environmental Protection (DEP) and Mansfield staff members to resolve an existing sanitary system failure.

In June 2008, a request to use a portion of Dunhamtown Forest off of White Oak Road, for sanitary system repairs for the White Oak Condominiums was received by the Town Council and referred to the Planning and Zoning Commission (PZC) pursuant to Section 8-24 of the State Statutes, as well as to the Conservation Commission, the Open Space Preservation Committee and the Parks Advisory Committee. The Conservation Commission and the two advisory committees have provided what might be best described as “qualified” opinions regarding the proposal, and their reasoning appears to be motivated by a lack of a prudent and feasible alternative. However, after receiving reports from staff and advisory committees, the PZC voted not to support the subject request. Subsequently, the Department of Environmental Protection (DEP), who has jurisdiction over the existing sanitary system failure, prepared a draft “consent order” and the White Oak Condominium Association submitted a compensation amendment for their request. The attachments provide details about the request. Due to the PZC's action, a two-thirds vote of the Town Council appears necessary to approve the subject easement request.

Staff, representatives from the White Oak Condominium Association and the DEP will be available at Tuesday’s meeting to address questions or concerns raised by Council.

Financial Impact
If the request is approved, all construction and maintenance work on the proposed sanitary system on Town land would be the responsibility of the White Oak Condominium Association. Various staff members would continue to be involved in executing required documents and processing required permit applications. The applicant has proposed a $15,000 contribution to Mansfield's open space fund. Failure to approve this request is expected to result in a DEP order which would have significant financial obligations for the Town.
Legal Review
All legal documents, including easements and a required operation and maintenance agreement would need to be reviewed and approved by the Town Attorney.

Recommendation
Due to a lack of a prudent and feasible alternative, and in order to protect public health and the environment, staff recommends the execution of the easement documents that authorize the use of a portion of Dunhamtown Forest for sanitary system improvements for the White Oak Condominium Association.

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

Move, effective October 15, 2008, to authorize Town Manager Matthew W. Hart, subject to the conditions cited below, to execute easement documents that authorize the use of a portion of Dunhamtown Forest for sanitary system improvements for the White Oak Condominium Association. It is understood that this authorization is not to be considered a binding precedent to allow other property owners or potential developers to use Town land for private purposes. Further, this authorization is subject to the following conditions:

1. Construction plans shall be revised to detail all authorized work on Town land including: tree and stump removal, installation of sanitary system improvements and monitoring wells with security covers, access gates and parking lot improvements.
2. No work shall begin until all required local and State permits are approved.
3. All required legal documents, including the proposed easements and an operation and maintenance agreement with escrow fund provisions, shall be approved by the Town Attorney and, where appropriate, filed on the Land Records.
4. $15,000 is submitted to the Town for deposit in Mansfield's open space fund.

Attachments
1) 10/09/08 memo from Director of Planning
2) 10/07/08 Letter from White Oak Condominium Association and 6/12/08 request of H. Torcellini of Gardner and Peterson with attachments.
3) Portion of submitted plans depicting the proposed sanitary system work on Town land.
4) Draft DEP Consent Order
5) 8/6/08 letter from Planning and Zoning Commission
6) 7/15/08 memo from Open Space Preservation Committee
7) 7/17/08 memo from Assistant Town Engineer
8) 7/24/08 memo from Director of Health
9) 7/29/08 letter from Conservation Commission
10) 7/31/08 letter from Parks Advisory Committee
REGULAR MEETING-MANSFIELD TOWN COUNCIL
October 14, 2008
DRAFT

Mayor Elizabeth Paterson called the regular meeting of the Mansfield Town Council to order at 7:30 p.m. in the Council Chambers of the Audrey P. Beck Building.

I. ROLL CALL

Present: Blair, Clouette, Duffy (arrived 8:55), Haddad, Koehn, Nesbitt, Paterson, Paulhus
Excused: Schaefer

Mayor Paterson announced the Council meeting was being video taped and thanked Rick Hossack for volunteering to operate the camera.

II. APPROVAL OF MINUTES

Ms. Koehn moved and Mr. Paulhus seconded to approve the minutes of the September 10, 2008 Special meeting as presented. The motion passed unanimously. Ms. Blair moved and Mr. Clouette seconded to approve the minutes of the September 22, 2008 meeting as corrected. The motion passed unanimously.

III. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

Richard Cowles, 50 Meadowood Road, voiced his concerns regarding the community wells proposed for Ponde Place and questioned the potential effect on the recharge area. (Statement attached)

Betty Wassmundt, Old Turnpike Road, questioned the funding of the Capital Funds Coordinator in the capital project fund and questioned why the partition repair was budgeted for $30,000 and cost $9,000. She asked that the salary and benefits contained in each of the capital projects be broken out to determine what is being spent for the public good.

Ms. Wassmundt asked members to consider carefully the increase for non-union personnel and asked the Council to explain why the Town is supporting the Discovery Depot, a private non-profit business.

Rick Hossack, 432 Middle Turnpike, agreed with Ms. Wassmundt's remarks and commented that the income disparity between staff receiving a lower income and those receiving a higher income is causing concern. He asked the Council to approve a resolution to cut taxes for next year.

IV. TOWN MANAGER'S REPORT

Report attached

Town Manager Matt Hart announced the scheduled executive session regarding the review of strategies and negotiations for the Storrs Development Project will not be needed this evening as a special meeting has been scheduled for October 16th.
Mr. Haddad asked if CL&P has offered any alternative plans to the Town. The Town Manager will provide information to the Council.

V. PUBLIC HEARING

1. Proposed Amendments to Building Construction Ordinance

Mike Nienteau, Director of Building and Housing Inspection, reviewed the proposed amendments and the results of the comparative research based on 19 towns. Based on last year’s revenues these amendments would increase revenues by about $11,000.

Mayor Paterson noted that the received written correspondence had been distributed to the members and would become part of the record.

Betty Wassmundt, Old Turnpike Road, read the correspondence received from John and Joyce Crepeau. (Statement attached).

David Freudmann, 22 Eastwood Road, spoke in opposition to the amendment taking issue with the results of the research and stating that more investment in growth is needed in Town and not additional fee increases.

Betty Wassmundt, Old Turnpike Road, disagreed with the methodology used in the explanation of the fee changes and offered her own research. (Statement attached).

Mike Sikoski, Wildwood Road, spoke in opposition to the amendments, as he is opposed to raising any fees in Mansfield. Mr. Sikoski feels cost and waste should be cut before increasing revenue.

VI. OLD BUSINESS

2. White Oak Condominiums, Sewer Project

Mark Peterson representing Gardner & Peterson Associates, LLC reviewed the design for the proposed leaching field for White Oak Condominiums to be installed on Town owned open space and requested approval for the project. Scott Glennon, President of White Oak Condominium, commented that the Association has been working with the staff to address a problem inherited from the previous owners. In response to a question Mr. Glennon outlined water conservation efforts taken by the association.

Ms. Duffy arrived at 8:55 p.m.

Jennifer Perry Zmijewski, a sanitary engineer for the DEP, stated that there is no alternative to the proposed project and that the repairs will meet all DEP approval criteria. She encouraged the Town to approve the project.
Greg Padick, Director of Planning and Rob Miller, Director of Eastern Highland Health District both have been involved in the effort to find the best available answer to this community health problem and believe the project as proposed is feasible.

Rudy Favretti, Chair of the Planning and Zoning Commission, reported the Commission voted unanimously against the proposal. The feeling of the PZC was that in their role they could not support a precedent for the use of public land for a private purpose.

Mr. Clouette moved and Mr. Paulhus seconded effective October 15, 2008, to authorize Town Manager, Matthew W. Hart, subject to the conditions cited below to execute easement documents that authorize the use of a portion of Dunhamtown Forest for sanitary system improvements for the White Oak Condominium Association. It is understood that this authorization is not to be considered a binding precedent to allow other property owners or potential developers to use Town land for private purposes. Further, this authorization is subject to the following conditions:

i. Construction plans shall be revised to detail all authorized work on Town land including: tree and stump removal, installation of sanitary system improvements and monitoring wells with security covers, access gates and parking lot improvements.

ii. No work shall begin until all required local and state permits are approved.

iii. All required legal documents, including the proposed easements and an operation and maintenance agreement with escrow fund provisions, shall be approved by the Town Attorney, and, where appropriate, filed on the Land Records.

iv. $15,000 is submitted to the Town for deposit in Mansfield’s open space fund.

Council members discussed the lack of options available to the Town since the DEP will require the Town to address the issue if this proposal is not approved; the wish to limit the amount of Town space used; the cooperative manner in which this agreement was reached and the beneficial input from the many advisory committees who commented on the project.

The motion passed with Blair, Clouette, Haddad, Nesbitt, Paterson and Paulhus in favor, Koehn opposed and Duffy abstaining.

3. Proposed Amendments to Building Construction Ordinance

Mr. Paulhus moved and Ms. Blair seconded effective October 14, 2008, to adopt the proposed amendments to Sections 107-2 and 107-4 of the Building Construction Ordinance, as detailed in the attached draft dated October 14, 2008.
September 22, 2008, which amendments shall be effective 21 days after publication in a newspaper having circulation in the Town of Mansfield.

Council members discussed whether the fees should cover the cost of the department or provide an incentive/disincentive for a social purpose; the established precedent in Mansfield that residential and commercial fees are different; and the difficulty in determining a cost analysis using both direct and indirect cost.

The motion passed with Duffy, Haddad, Koehn, and Paterson in favor, Clouette, Nesbitt and Paulhus opposed and Blair abstaining.

4. Community/Campus Relations

Town Manager Matt Hart requested the Spring Weekend Report contained in the packet be discussed at the next meeting. Mr. Hart also distributed a copy of his testimony presented to the UConn's Board of Trustee's Student Life Committee. (Statement attached)

Mayor Paterson also addressed the Student Life Committee as the vice-chair of the Mansfield Community Campus Partnership. In her remarks the Mayor emphasized the proactive actions the Town and University have taken over the last 5-6 years.

Greg Padick, Director of Planning reported the Compost Siting Committee has reached a preliminary consensus on two sites both located near the Depot Campus. Details on the November 19th public information session will follow.

5. Community Water and Wastewater Issues

Council members discussed the community wells expected to be proposed for Ponde Place. In response to remarks made by Mr. Cowles earlier in the evening, Ms. Koehn asked that the water withdrawal amounts be rechecked to assure the correct figures for students are being used. Ms. Blair asked that specific attention be paid to possible effects on neighboring wells. Director of Planning Greg Padick and Director of Health Rob Miller said they would encourage the state to conduct yield tests.

VII. NEW BUSINESS

6. Advisory Committee for Four Corners Sewer Planning Project

Mr. Nesbitt moved and Mr. Paulhus seconded the following resolutions:

RESOLUTION TO ESTABLISH AND ISSUE CHARGE TO AN ADVISORY COMMITTEE FOR THE FOUR CORNERS SEWER PLANNING PROJECT
Project Update
As the Council was initially informed at its June 27 meeting, in recent weeks, Mr. Michael Taylor (long-time Mansfield resident and commercial property owner, and private benefactor for the Town’s existing skate park) conveyed to local officials his desire to provide the private funding to construct a high-quality pickleball facility on Town property. Pickleball is very fast-growing in popularity and public demand for pickleball facilities has been well-documented by Mansfield Parks and Recreation in recent years.

At the July 25 business meeting, staff updated the Town Council on our ongoing work with Mr. Taylor (potential donor) in furtherance of this goal. We have been able to identify an appropriate site for the facility on property owned by the Town. More specifically, a conceptual site plan (produced by the Assistant Town Engineer) for the facility on the Mansfield Community Center parcel was presented to the Council for its review and concurrence. Upon conclusion of Council discussion, staff was given concurrence to work with the Town Attorney on the preparation of a formal donor agreement and any other legal instruments needed to effectuate the construction of the proposed pickleball facility.

Legal Review
Town Attorney Kevin Deneen has participated in discussions with Town staff and Mr. Taylor as appropriate, and these discussions helped inform the preparation of a donation agreement that adequately details the respective roles and responsibilities of the parties involved, and ultimately helps ensure that the final deliverable meets expectations. This document is now being presented to the Council for approval.

Financial Impact
The proposed project is multi-faceted, and Mr. Taylor is requesting that the Town of Mansfield agree contribute monetarily to offset costs associated with certain specific aspects of the work. More specifically, Mr. Taylor has suggested that it would be appropriate for the Town to cover expenses associated with site work (i.e., land
clearing, earth/rock excavation, and retaining wall construction) and access improvements (i.e., construction of concrete sidewalk and parking area). Collectively, based on the preliminary project budget developed by Town engineering staff, these elements are anticipated to cost approximately $125,000-$130,000. The remainder of the project costs, which collectively represent the lion’s share of the overall budget, would be covered by Mr. Taylor and other private benefactors supporting the project.

**Recommendation**

At this time, staff recommends authorization from the Council to execute a corresponding donor agreement that substantially reflects what has been included in this packet, as well as any other legal instruments that the Town Attorney believes are needed to protect the Town’s interests and ultimately effectuate the work in a timely manner. Furthermore, staff recommends that the Town Council authorize the appropriation of $150,000 from the Town’s American Rescue Plan (ARPA) allocation to be matched with private funds for the completion of the project.

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

*Move, effective August 8, 2022, to authorize the Town Manager to execute a donor agreement and any other pertinent legal documents as prescribed by the Town Attorney between the Town of Mansfield and Mr. Michael Taylor that is substantially consistent with the draft presented, and further authorize the appropriation of $150,000 in funding from the Town’s ARPA allocation for the purpose of facilitating the siting and construction of a pickleball facility on the Mansfield Community Center parcel.*

**Attachments**

1) Proposed Donor Agreement between Town of Mansfield and Mr. Michael Taylor
2) Conceptual Plan for Pickleball Facility at Mansfield Community Center
3) Summary of Project-Specific Construction Items/Tasks ("Schedule A")
AGREEMENT

THIS AGREEMENT is made this ___th day of __________, 2022 by and between Taylor Management Corporation a Connecticut corporation with its principal offices located in the Town of Mansfield, County of Tolland and State of Connecticut (hereinafter referred to as “the Principal Donor”), and Mr. Michael Taylor, residing in the Town of Mansfield, County of Tolland and State of Connecticut (hereinafter referred to collectively as “the Contingent Donor”) and the TOWN OF MANSFIELD, a municipal corporation chartered under the laws of the State of Connecticut (hereinafter referred to as “the Town”).

WHEREAS, the Principal Donor has approached the Town regarding the construction of Pickleball Courts on Town property, on land adjacent to the Town Hall in the Town of Mansfield;

and

WHEREAS, the Principal Donor and the Contingent Donor as a citizens of the Town of Mansfield wish to support and assist the Town by making a charitable donation of funds and in kind services to the Town of Mansfield in order to provide, in part, the necessary construction and funding for the construction of the Pickleball Courts (“The Project”); and

WHEREAS, the Town has identified an approximate location for the construction of the Project, as shown on the attached schematic; and

WHEREAS, the Town has agreed to perform certain preparation, site work and other activities connected to the construction of the Project as identified on Schedule A, attached hereto and made a part hereof, at a cost not to exceed $150,000.00 and the Principal Donor and Contingent Donor have agreed to construct, fund, pay for, and coordinate the construction of the remaining activities shown on Schedule A, and have committed to raising the sums necessary for said construction, or have obtained or will obtain charitable contributions from others by in kind service or monetary donations to be raised by community and private funding raising; and

NOW THEREFORE, the parties agree as follows:

1. In consideration for the Town’s commencing with the Project, including those items identified on Schedule A as Town responsibilities, the Principal Donor and the Contingent Donor hereby unconditionally pledge to make a charitable donation to the Town in funds or in-kind construction contributions sufficient to complete the Project.

2. Principal Donor shall be responsible for arranging, coordinating, overseeing, and supervising all aspects of the construction of the Project that are shown as the Principal Donor’s responsibility on Schedule A. Prior to engaging any individuals or businesses to assist in construction and other work on the Project, Principal Donor shall inform the Town of the names of said individuals or businesses for Town approval.

3. If the cost to the Town for those items shown on Schedule A as Town responsibilities exceeds $150,000.00 Principal Donor and Contingent Donor shall reimburse the Town for any such costs in excess of $150,000.00.

4. If the costs to Principal Donor and Contingent Donor for the construction of those items shown on Schedule A as Donor responsibilities is less than $316,550.00, Principal
Donor and Contingent Donor agree to reimburse the Town for its costs associated with the Project in the amount of $.50 for each $1.00 Principal Donor and Contingent Donor’s costs are less than $316,550.

5. The Contingent Donors hereby guarantee the payments owed by the Principal Donor as set forth above.

6. The Town hereby represents that the Town is an entity to which donations made for exclusively public purposes may qualify as charitable contributions deductible as outlined in Title 26, section 170 of the United States Code, and that the Town regards the construction of the Skate Park to be a public purpose.

7. The Principal Donor and the Contingent Donor may not assign their obligations under this Agreement.

8. This Agreement may be amended or modified from time to time upon the agreement of the Donors and the Town whenever it becomes necessary or advisable to enable the Town to carry out the purposes of this Agreement more effectively.

**THIS AGREEMENT** shall be binding upon the parties hereto, and their heirs, executors, administrators, successors and assigns.

**IN WITNESS WHEREOF**, the parties have hereunto set their hands and seals this ___th day of _____________ 2022.

Signed, Sealed and Delivered

In the presence of:

__________________________________________

By __________________________

Michael Taylor, President
And Individually as Guarantor

__________________________________________

TOWN OF MANSFIELD

__________________________________________

By __________________________

Ryan Aylesworth
Town Manager
Duly Authorized
<table>
<thead>
<tr>
<th>Schedule A - Summary of Project-Specific Construction Items/Tasks</th>
<th>Units</th>
<th>Unit Price</th>
<th>Estimated Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 CLEARING AND GRUBBING</td>
<td>EST</td>
<td>$1.00</td>
<td>15,000</td>
</tr>
<tr>
<td>2 PRECAST CONCRETE RETAINING WALL</td>
<td>SF</td>
<td>$160.00</td>
<td>100</td>
</tr>
<tr>
<td>3 EARTH EXCAVATION</td>
<td>CY</td>
<td>$20.00</td>
<td>1,200</td>
</tr>
<tr>
<td>4 ROCK EXCAVATION</td>
<td>CY</td>
<td>$100.00</td>
<td>60</td>
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<tr>
<td>5 CONCRETE SIDEWALK</td>
<td>SF</td>
<td>$30.00</td>
<td>1,675</td>
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<tr>
<td>6 FORMATION OF SUBGRADE</td>
<td>SY</td>
<td>$5.00</td>
<td>1,300</td>
</tr>
<tr>
<td>7 PROCESSED AGGREGATE BASE</td>
<td>CY</td>
<td>$45.00</td>
<td>290</td>
</tr>
<tr>
<td>8 STONE DUST</td>
<td>CY</td>
<td>$50.00</td>
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<tr>
<td>9 POST TENSIONED CONCRETE</td>
<td>SY</td>
<td>$90.00</td>
<td>1,300</td>
</tr>
<tr>
<td>10 ACRYLIC SURFACE COATING</td>
<td>SY</td>
<td>$19.00</td>
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<tr>
<td>11 COURT MARKINGS</td>
<td>LS</td>
<td>$3,500.00</td>
<td>1</td>
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<tr>
<td>12 FURNISHING AND PLACING TOP SOIL</td>
<td>SY</td>
<td>$9.00</td>
<td>700</td>
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<td>13 TURF ESTABLISHMENT</td>
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<td>$3.00</td>
<td>700</td>
</tr>
<tr>
<td>14 VINYL COATED CHAIN LINK FENCE (10' HIGH)</td>
<td>LF</td>
<td>$50.00</td>
<td>600</td>
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<tr>
<td>15 VINYL COATED CHAIN LINK SINGLE GATE (4' WIDE)</td>
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<td>4</td>
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<td>16 VINYL COATED CHAIN LINK DOUBLE GATE (8' WIDE)</td>
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<td>$2,500.00</td>
<td>2</td>
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<tr>
<td>17 STEEL NET POST</td>
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<td>$5,000.00</td>
<td>6</td>
</tr>
<tr>
<td>18 PICKLEBALL COURT NET</td>
<td>EA</td>
<td>$1,000.00</td>
<td>6</td>
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<tr>
<td>19 2&quot; PVC CONDUIT</td>
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<td>450</td>
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<tr>
<td>20 LIGHTING PACKAGE</td>
<td>EST</td>
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<tr>
<td>21 CONCRETE HANDHOLE</td>
<td>EA</td>
<td>$1,200.00</td>
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<tr>
<td>22 PERMANENT PAVEMENT REPAIR</td>
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<td>$65.00</td>
<td>20</td>
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<tr>
<td>23 PARKING AREA</td>
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<tr>
<td>24 CONTINGENCY</td>
<td>EST</td>
<td>10%</td>
<td>TBD</td>
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</table>
Town of Mansfield
Agenda Item Summary

To: Town Council
From: Ryan J. Aylesworth, Town Manager
CC: Mr. Peter Dart, Superintendent of Mansfield Public Schools; Ms. Sharon Cournoyer, Superintendent of Regional School District #19
Date: August 8, 2022
Re: Pandemic Premium Pay for Town and School District Employees

Subject Matter/Background:
At its April 11, 2022 meeting, the Town Council voted to appropriate/transfer funds from previously unappropriated “surplus” state aid (payment in lieu of taxes or “PILOT) for a variety of different purposes. One of these purposes was to use available funds to recognize employees in the Town of Mansfield, Mansfield Board of Education (MBOE) and Regional School District 19 for their exemplary work efforts and assumed risks incurred in the course of their official duties during the COVID-19 pandemic. The goal is to recognize and reward those employees who worked through the pandemic by directly serving residents and students in the Town of Mansfield. This will be accomplished by providing a one-time pandemic bonus to eligible employees in the amount of $400.

Eligibility:
Eligible employees are those individuals who are currently employed by the Town of Mansfield, Mansfield Board Of Education and Regional School District 19 and whose status was either full time or part time for a period of at least six consecutive months for the time period of March 16, 2020 (onset of the pandemic) through May 24, 2021 (the date at which Town Hall and other municipal buildings reopened to the general public). Eligible part-time employees would be limited to those whose job duties and responsibilities placed them in potentially hazardous situations (i.e., direct contact with the public, cleaning and sanitation positions) and typically worked an average of at least 12 hours per week during this time period.

Ineligible: Town Manager, Town Department Heads, MBOE & Regional School District 19 Superintendent of Schools, MBOE IT Director, MBOE Special Ed/Student Support Director and MBOE & Regional School District 19 School Principal(s).

Summary of eligible employees by entity:
- Town of Mansfield = 129
- Mansfield Board of Education = 214
- Regional School District #19 = 142

Total = 485 employees
Legal Review: The Town Attorney has been consulted relative to the Town’s intention to administer a one-time monetary award to Town and school district employees for work performed during the pandemic.

Financial Impact:
The Town Council’s action in April, appropriated $150,000 of the Town’s FY 2021/22 PILOT revenue received from the State of Connecticut to be paid for this purpose through the Legislative department budget. However, since the actual payments were not approved and were not distributed prior to June 30th, the appropriation in the General Fund would lapse if not moved to a non-lapsing fund effective as of June 30th 2022. In addition, to meet the desired per employee award amount ($400 pre-tax), an additional $44,000 is needed.

Recommendation:
Staff recommends the Town Council take the following action to transfer the April appropriation from the Legislative budget to the Capital and Non-Recurring Fund and further, amend the CNR Fund FY 22/23 budget to appropriate those funds to support the distributions.

Move, effective June 30, 2022 to transfer the $150,000 PILOT appropriation from the Legislative budget to the Transfer Out to CNR from the General Fund.

The Town of Mansfield, the Mansfield Board of Education and Regional School District 19 will award the same monetary amount ($400 pre-tax) to eligible employees in a separate one-time bonus payment check.

If the Town Council supports the recommendation of the Town Manager, the Superintendent of Mansfield Public Schools and the Superintendent of Regional School District 19, the following motion is in order:

Move, effective August 8, 2022, to amend the FY 22/23 Capital Non-Recurring Fund budget to appropriate $194,000 to provide a one-time pandemic bonus award to eligible employees working for the Town of Mansfield, Mansfield Board of Education and Regional School District 19 in the amount of $400 (pre-tax) per employee for an aggregate amount of $194,000.

Attachments
1) Summary Tabulation of Eligible Town and School District Employees by Type.
### Summary Tabulation of Eligible Town and School District Employees by Type

<table>
<thead>
<tr>
<th>Organization</th>
<th>Area</th>
<th># Receiving</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mansfield Board of Ed</td>
<td>Assistant Director/Facilities</td>
<td>1</td>
</tr>
<tr>
<td>Mansfield Board of Ed</td>
<td>Cafeteria Staff</td>
<td>15</td>
</tr>
<tr>
<td>Mansfield Board of Ed</td>
<td>Custodial/Maintenance Staff</td>
<td>22</td>
</tr>
<tr>
<td>Mansfield Board of Ed</td>
<td>Food Services Director</td>
<td>1</td>
</tr>
<tr>
<td>Mansfield Board of Ed</td>
<td>Human Resources Manager</td>
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</tr>
<tr>
<td>Mansfield Board of Ed</td>
<td>IT Specialist</td>
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</tr>
<tr>
<td>Mansfield Board of Ed</td>
<td>Nurses</td>
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<tr>
<td>Mansfield Board of Ed</td>
<td>Paraprofessionals</td>
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<td>Mansfield Board of Ed</td>
<td>Secretarial Staff</td>
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<tr>
<td>Mansfield Board of Ed</td>
<td>Teachers</td>
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<td></td>
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<tr>
<td>Region 19</td>
<td>Maintenance</td>
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<tr>
<td>Region 19</td>
<td>Staff</td>
<td>38</td>
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<tr>
<td>Region 19</td>
<td>Teachers</td>
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<td><strong>TOTAL</strong></td>
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<tr>
<td>Town of Mansfield</td>
<td>Animal Control</td>
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<tr>
<td>Town of Mansfield</td>
<td>Building &amp; Housing</td>
<td>3</td>
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<tr>
<td>Town of Mansfield</td>
<td>DPW</td>
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<tr>
<td>Town of Mansfield</td>
<td>Facilities</td>
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<td>Town of Mansfield</td>
<td>Finance</td>
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<td>Town of Mansfield</td>
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<tr>
<td>Town of Mansfield</td>
<td>Human Services</td>
<td>10</td>
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<tr>
<td>Town of Mansfield</td>
<td>IT</td>
<td>3</td>
</tr>
<tr>
<td>Town of Mansfield</td>
<td>Library</td>
<td>15</td>
</tr>
<tr>
<td>Town of Mansfield</td>
<td>Parks &amp; Rec</td>
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<tr>
<td>Town of Mansfield</td>
<td>Planning &amp; Development</td>
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<td>Town of Mansfield</td>
<td>Resident State Trooper Office</td>
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<td>Town Clerk Office</td>
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<td>Registrars of Voters</td>
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</tr>
<tr>
<td>Town of Mansfield</td>
<td>Town Manager Office</td>
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</tr>
<tr>
<td>Town of Mansfield</td>
<td>Miscellaneous</td>
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<td></td>
<td><strong>TOTAL</strong></td>
<td><strong>129</strong></td>
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**Funding Amount**

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<th>Item</th>
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<tr>
<td>Total</td>
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<table>
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<td>Bonus Tax</td>
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<td><strong>NET</strong></td>
<td><strong>$312.00</strong></td>
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</table>
Subject Matter/Background
The Committee on Committees voted unanimously on July 14, 2022 to formally recommend the Town Council adopt the proposed Committee on Committees charge.

The most notable recommended changes from past practice are:
- Generally speaking, applicants will be expected to be endorsed by their committee of interest.
- The Committee will make the appointments to committees to significantly reduce the time an applicant must wait to begin serving.

Committee Chair Terry Berthelot presented the proposed charge and the Town Council discussed it at the July 25, 2022 regular meeting. A decision was made to obtain an official legal opinion from the Town Attorney regarding a potential conflict with the proposed charge and the Town Charter.

Legal Review
The Town Attorney has reviewed the proposed charge and provided an official legal opinion letter re: Town Council Appointments to Committees, etc.

Recommendation
If the Council wishes to adopt the proposed revised charge as presented, the following motion would be in order:

Move, to adopt the following resolution:

Resolved, to adopt the following Committee on Committees charge:

PURPOSE: The primary role of the Committee is to ensure meaningful engagement in the democratic process for Mansfield residents through committee participation.
CHARGE: The Committee makes appointments to the town’s committees and reviews committee charges, making recommendations to the Town Council for charge updates.

COMPOSITION/MEMBERSHIP: The Committee is a standing committee of the Mansfield Town Council comprised of three (3) Town Council members designated by the Mayor. The Mayor also appoints the Committee’s Chair.

PROCESS: Generally speaking, prior to making an appointment, the Committee interviews applicants who have been vetted and endorsed by the applicant’s committee of interest. Based on the interview and the recommendation of the relevant committee, the Committee determines whether applicants meet the qualifications for membership as defined in the relevant committee’s charge and consistent with the town’s Code of Ethics. If the applicant meets the required qualifications and no potential conflict with the town’s Code of Ethics has been identified, the Committee makes the appointment for a defined term.

MEETINGS: The Committee will meet monthly.

Attachments:
1) Town Attorney Legal Opinion regarding Town Council Appointments to Committees, etc.
Ryan Aylesworth, Town Manager  
Town of Mansfield  
4 South Eagleville Road  
Mansfield, Connecticut 06268-2599  

Re: Town Council Appointments to Committees, etc.  

Dear Town Manager Aylesworth:  

You have asked whether it is permissible for the Town Council to delegate the authority to appoint individuals to Town committees, boards, commissions, etc. to a committee of the Town Council, specifically the Committee on Committees.  

The Town Charter C306 provides  

The Council shall appoint, oversee and terminate all boards, commissions and committees except as otherwise provided by law. Each board, commission or committee will be assigned specific tasks and responsibilities and shall remain in existence until its tasks are accomplished or the Council shall assign its duties to another board, commission or administrative department or shall determine that it is no longer needed.  

(Emphasis added)  

It is my opinion that the Charter requires that the full Council, not a committee of the Council, formally makes the appointment of individuals to “all boards, commissions and committees except as otherwise provided by law.”  

As the Charter provides, the Connecticut General Statutes may require a different appointment process for particular positions or appointments.  

Please feel to contact me with any other questions.  

Very truly yours,  

Kevin M. Deneen
Subject Matter/Background
Peter Dart, who officially assumed the role of Superintendent of Mansfield Public Schools on July 1, 2022 following the retirement of Kelly Lyman, will discuss his initial impressions, priorities, and goals for the school district.
To: Town Council
From: Ryan J. Aylesworth, Town Manager
CC: Allen Corson, Director of Facilities Management
Date: August 8, 2022
Re: Water Testing at Southeast School

Subject Matter/Background
Recent semi-annual water testing completed on June 24, 2022 at the Southeast School following the conclusion of the school year showed that samples taken from four interior water taps contained lead concentrations higher than the “action level” of 0.015 (mg/L) as set by the U.S. Environmental Protection Agency and CT Department of Health. Additional testing of water samples taken on July 8 at the “point of entry” into the building showed a lead concentration (0.0145 mg/L) just under the prescribed action level. Samples were taken during a period when the school was shutdown and contractors associated with the new Mansfield Elementary School construction project were in the process of removing hazards associated with the demolition of the existing Southeast School building.

In response to this information, the Town immediately commissioned the sampling and testing of the source water (raw water) produced at each of the two drilled wells actively in use on the site. These samples were ultimately taken on July 26, 2022.

The lab results from the July 26 source water sampling were provided to Town officials on August 1. We are very happy to report that the lead concentrations in the source water was found to considerably below the action level established by the U.S. EPA or CT-DOH, and as such will not require any mitigation as the reported concentrations do not pose any public health risks.

It is also important to note that it is very likely that the elevated lead concentrations that were observed at certain taps located inside the Southeast School building were a result of lead leaching from aged interior pipes or faucets/fixtures (replacing such fixtures has been part of the school district’s mitigating response in other locations and has successfully lowered lead concentrations) that contain lead solder in the joints during a period of time when the building was effectively vacated (samples were taken some days after the 2021/2022 school had concluded) and as such far less water was running through the system. Additionally, to the extent to which it is possible that lead
concentrations became elevated during the roughly 6-month period of time between the December 2021 water testing and June/July 2022 water testing, it is important for members of our community to know that any student, employee, or guest consumption of this water would be highly unlikely. This is because guidelines that were implemented for the return of students during the pandemic strongly encouraged students/staff to bring water from home and use the filtration refilling stations as needed. Refilling stations are also equipped with filters intended to remove lead and/or other potential contaminants. Furthermore, there is no reason at this time to suspect that water used in the preparation of food at Southeast School was contaminated in any way.

Moving forward, although we do not have reasons to anticipate additional issues or concerns at this time, it is important to note that the water at the new Mansfield Elementary School will continue to be sampled/tested at regular intervals (i.e., every six months) in accordance with applicable state law and regulations that apply to all public schools in the State of Connecticut.

Finally, out of an abundance of caution and a desire to proactively safeguard the health and wellbeing of all members of the school community, the Town and Mansfield Public Schools is working with the Project Manager and other appropriate entities involved in the Mansfield Elementary School construction project to evaluate the efficacy of instituting additional water filtration measures to be in place when the building is commission later this year.

**Recommendation**

Staff does not believe that there is any formal action to be taken by the Town Council at this time.

**Attachments**

1) Laboratory Test Results – Source Water at Southeast School
2) Water History Results at Southeast School (Lead Testing)
Monday, August 01, 2022

Attn: Dave D’Onofrio
New England Water Utility Services
93 West Main Street
Clinton, CT 06413-1600

Project ID: SOUTHEAST SCHOOL
SDG ID: GCL89672
Sample ID#s: CL89672 - CL89673

This laboratory is in compliance with the NELAC requirements of procedures used except where indicated.

This report contains results for the parameters tested, under the sampling conditions described on the Chain Of Custody, as received by the laboratory. This report is incomplete unless all pages indicated in the pagination at the bottom of the page are included.

A scanned version of the COC form accompanies the analytical report and is an exact duplicate of the original.

If you are the client above and have any questions concerning this testing, please do not hesitate to contact Phoenix Client Services at ext.200. The contents of this report cannot be discussed with anyone other than the client listed above without their written consent.

Sincerely yours,

Phyllis Shiller
Laboratory Director

NELAC - #NY11301
NJ Lab Registration #CT-003
CT Lab Registration #PH-0618
NY Lab Registration #11301
MA Lab Registration #M-CT007
PA Lab Registration #68-03530
ME Lab Registration #CT-007
RI Lab Registration #63
NH Lab Registration #213693-A,B
UT Lab Registration #CT00007
VT Lab Registration #VT11301
Sample Id Cross Reference

August 01, 2022

SDG I.D.: GCL89672

Project ID: SOUTHEAST SCHOOL

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<th>Client Id</th>
<th>Lab Id</th>
<th>Matrix</th>
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</thead>
<tbody>
<tr>
<td>SES WELL 2</td>
<td>CL89672</td>
<td>RAW WATER</td>
</tr>
<tr>
<td>SES WELL 3</td>
<td>CL89673</td>
<td>RAW WATER</td>
</tr>
</tbody>
</table>
## Analysis Report
August 01, 2022

### Sample Information
- **Matrix:** RAW WATER
- **Location Code:** NEWUS
- **Rush Request:** Standard
- **P.O. #:**

### Custody Information
- **Collected by:** GH
- **Received by:** LB
- **Analyzed by:** see "By" below

### Laboratory Data
- **SDG ID:** GCL89672
- **Phoenix ID:** CL89672

### Project ID: SOUTHEAST SCHOOL
### Client ID: SES WELL 2

<table>
<thead>
<tr>
<th>Parameter</th>
<th>Result</th>
<th>RL/PQL</th>
<th>Units</th>
<th>Dilution</th>
<th>Date/Time</th>
<th>By</th>
<th>Reference</th>
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</thead>
<tbody>
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<td>Calcium</td>
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<td>mg/L</td>
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<td>07/30/22</td>
<td>CPP</td>
<td>E200.7</td>
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<tr>
<td>Copper</td>
<td>0.018</td>
<td>0.002</td>
<td>mg/L</td>
<td>1</td>
<td>07/30/22</td>
<td>CPP</td>
<td>E200.7</td>
</tr>
<tr>
<td>Lead</td>
<td>0.0014</td>
<td>0.0010</td>
<td>mg/L</td>
<td>1</td>
<td>07/30/22</td>
<td>CPP</td>
<td>E200.5</td>
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<tr>
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<td>33</td>
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<td>07/28/22</td>
<td>MW/EG SM2320B-11</td>
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<tr>
<td>Conductivity</td>
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<td>07/28/22</td>
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<tr>
<td>pH</td>
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<td>pH Units</td>
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<td>07/28/22</td>
<td>MW/EG SM4500-H B-11</td>
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<tr>
<td>Chlorine Residual</td>
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<td>mg/L</td>
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<td>07/26/22</td>
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<td>SM4500Cl-G-00</td>
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<td>pH Units</td>
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<td>07/26/22</td>
<td>*</td>
<td>FIELD</td>
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<tr>
<td>Temperature; Field Analysis</td>
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<td>0.1</td>
<td>deg. C</td>
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<td>07/26/22</td>
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<td>E170.1</td>
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<tr>
<td>Total Metal Digestion</td>
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<td></td>
<td>07/28/22</td>
<td>BF</td>
<td>E200.5/E200.7</td>
</tr>
</tbody>
</table>
**Comments:**

The regulatory hold time for pH is immediately. This pH was performed in the laboratory and may be considered outside of hold-time.

The temperature was performed at time of sample collection.

Residual Chlorine was taken at the time of sample collection and is noted on the chain of custody.

If you are the client above and have any questions concerning this testing, please do not hesitate to contact Phoenix Client Services at ext.200. The contents of this report cannot be discussed with anyone other than the client listed above without their written consent.

---

**Phyllis Shiller, Laboratory Director**  
**August 01, 2022**  
**Reviewed and Released by: Makrina Nolan**
## Analysis Report

**August 01, 2022**

### Sample Information
- **Matrix:** RAW WATER
- **Location Code:** NEWUS
- **Rush Request:** Standard
- **P.O. #:**

### Custody Information
- **Collected by:** GH
- **Received by:** LB
- **Analyzed by:** see "By" below

### Laboratory Data

<table>
<thead>
<tr>
<th>Parameter</th>
<th>Result</th>
<th>RL/ PQL</th>
<th>Units</th>
<th>Dilution</th>
<th>Date/Time</th>
<th>By</th>
<th>Reference</th>
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<td>15.0</td>
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<td>07/30/22</td>
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<tr>
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<td>0.0010</td>
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<tr>
<td>Conductivity</td>
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<td>umhos/cm</td>
<td>1</td>
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<td>pH</td>
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<td>1.00</td>
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<td>MW/EG SM4500-H B-11</td>
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<td>Chlorine Residual</td>
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</table>

**SDG ID:** GCL89672

**Phoenix ID:** CL89673

FOR: Attn: Dave D’Onofrio

New England Water Utility Services
93 West Main Street
Clinton, CT 06413-1600
Comments:

The regulatory hold time for pH is immediately. This pH was performed in the laboratory and may be considered outside of hold-time.

The temperature was performed at time of sample collection.

Residual Chlorine was taken at the time of sample collection and is noted on the chain of custody.

If you are the client above and have any questions concerning this testing, please do not hesitate to contact Phoenix Client Services at ext.200.

The contents of this report cannot be discussed with anyone other than the client listed above without their written consent.

Phyllis Shiller, Laboratory Director
August 01, 2022

Reviewed and Released by: Makrina Nolan
QA/QC Report  
August 01, 2022

ICP Metals - Aqueous

<table>
<thead>
<tr>
<th>Parameter</th>
<th>Blank</th>
<th>Blk</th>
<th>Sample Result</th>
<th>Dup Result</th>
<th>LCS %</th>
<th>LCSD %</th>
<th>MS %</th>
<th>MSD %</th>
<th>MS RPD</th>
<th>% Rec Limits</th>
<th>% RPD Limits</th>
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<tr>
<td>Calcium</td>
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<td>85 - 115</td>
<td>20</td>
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<td>Lead</td>
<td>BRL</td>
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<td></td>
<td></td>
<td></td>
<td>85 - 115</td>
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Comment:
This batch does not include a duplicate.

Additional: LCS acceptance range is 85-115% MS acceptance range 75-125%.
## QA/QC Report

**August 01, 2022**

### QA/QC Data

**SDG I.D.: GCL89672**

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<th>Dup Result</th>
<th>Dup RPD</th>
<th>LCS %</th>
<th>LCSD %</th>
<th>LCS RPD</th>
<th>MS %</th>
<th>MSD %</th>
<th>MS RPD</th>
<th>% Rec Limits</th>
<th>% RPD Limits</th>
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<td>Alkalinity-CaCO3</td>
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<tr>
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**Comment:**
Additional criteria matrix spike acceptance range is 75-125%.

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<th>RL</th>
<th>Sample Result</th>
<th>Dup Result</th>
<th>Dup RPD</th>
<th>LCS %</th>
<th>LCSD %</th>
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<th>MS %</th>
<th>MSD %</th>
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If there are any questions regarding this data, please call Phoenix Client Services at extension 200.

RPD - Relative Percent Difference
LCS - Laboratory Control Sample
LCSD - Laboratory Control Sample Duplicate
MS - Matrix Spike
MS Dup - Matrix Spike Duplicate
NC - No Criteria
Intf - Interference

---

Phyllis Shiller, Laboratory Director
August 01, 2022
Phoenix Laboratories does not assume responsibility for the data contained in this exceedance report. It is provided as an additional tool to identify requested criteria exceedences. All efforts are made to ensure the accuracy of the data (obtained from appropriate agencies). A lack of exceedence information does not necessarily suggest conformance to the criteria. It is ultimately the site professional's responsibility to determine appropriate compliance.
The following analysis comments are made regarding exceptions to criteria not already noted in the Analysis Report or QA/QC Report: None.
# Chain of Custody Record

**System Information**

- **Region**: NEWUS
- **System Name**: SOUTHEAST SCHOOL
- **PWSID**: CT0781233
- **FACILITY**: 2

**Report To**
- ddofrio@ctwater.com
- kford@ctwater.com

**Invoice Information**
- Invoice to: Accounts Payable
- WO #

**Compliance EDI Reportable?**
- YES

<table>
<thead>
<tr>
<th>Item</th>
<th>PHOENIX LIMS# (LAB USE ONLY)</th>
<th>SAMPLE IDENTIFICATION</th>
<th>SAMPLE MATRIX</th>
<th>SAMPLE DATE</th>
<th>SAMPLE TIME</th>
<th>Sample Point ID</th>
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<th>ANALYSES/PARAMETERS</th>
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<td>1</td>
<td>89672</td>
<td>SES WELL 2</td>
<td>RW</td>
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<td>53310</td>
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<td>53312</td>
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**LAB COMMENTS**

**RELINQUISHED BY (SIGNATURE/PRINTED)**
- [Signature/Printed]

**DATE**
- 7-26-22

**TIME**
- 4:30 AM

**RECEIVED BY (SIGNATURE/INITIALED)**
- [Signature/Initialed]

**DATE**
- 7-26-22

**TIME**
- 9:00 AM

**TURNAROUND**

| 1 DAY |
| 2 DAYS |
| 3 DAYS |
| X STANDARD |
| OTHER: |

**ADDITIONAL COMMENTS**

**PHOENIX CONTACT INFORMATION**

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<thead>
<tr>
<th>PHONE: (860) 645-1102</th>
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**587 EAST MIDDLE TPKE**

**MANCHESTER, CT 06040**
## Southeast School Water Testing Results by Location/Tap

<table>
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<tr>
<th>Date</th>
<th>Well House</th>
<th>Rm 7</th>
<th>Boys Rm</th>
<th>SE Nurse</th>
<th>Girls Rm</th>
<th>Kitchen Hand Sink</th>
<th>Teachers Lounge</th>
<th>Rm 18</th>
<th>Drinking Fountain</th>
<th>Rm 6</th>
<th>Rm 17</th>
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<tr>
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<tr>
<td>7/26/2022</td>
<td>Well B = &lt;0.0010</td>
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<td>7/8/2022</td>
<td>Entry Point = 0.0145</td>
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<td>6/24/2022</td>
<td>0.0228</td>
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<td>12/21/2021</td>
<td>In wellhouse combined well water A&amp;B = 0.0026</td>
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<td></td>
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<td>9/7/2021</td>
<td>New Well A&amp;B approved by State for use</td>
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<td>5/19/2021</td>
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**NOTE**: Lead Action Level is 0.015 mg/L equals 15 parts per billion

Indicates dates/locations where concentration exceeded the "Action Level"
Subject Matter/Background
At the March 14, 2022 Town Council meeting, the Council continued its deliberations regarding the recommendations presented by the Town Manager relative to potential uses of the Town’s American Rescue Plan (ARPA) funding allocation. During this meeting, the Council voted to conditionally authorize a subset of the proposed projects and initiatives pending approval, at such time as an associated implementation plan for the corresponding project/initiative is presented to the Council.

The Connecticut Arts Alliance and the Cultural Coalition (serving southeastern and northeastern CT) have suggested that 1 percent of a community’s ARPA funds go toward the arts, which equates to approximately $75,000 of Mansfield’s allocation. Mansfield was a leader among towns in Connecticut that took up the challenge to appropriate ARPA funding for the arts.

Based on our present understanding of Council priorities relative to ARPA funding, and with input from certain stakeholders in the arts community, staff recommends the following arts programs for Council consideration in order of suggested priority:

1) Solicitation of Public Art

- Solicitation of public art would be on par with what other Connecticut communities are focusing on as part of their ARPA funds including Groton, New London, and Norwich. Wendy Bury, Executive Director of the Cultural Coalition has noted that in addition to beautification, public art can be utilized for additional community benefit, including for public safety and security, addressing social issues, traffic calming, creating a sense of place, blight remediation, tourism drivers, and other commercial and social impacts. Areas of focus could be commercial areas as well as the new elementary school. One possible
geographic focus could be Four Corners. Town officials learned that street trees cannot line the sidewalk in front of The Standard multi-family housing development due to the potential for root extrusion into the sewer pipe. Public art could serve as a substitute for trees to promote quality aesthetics. Public art could also be used to enliven the spaces in Downtown Storrs consistent with the strategies in the Downtown Storrs Strategic Action Plan, as well as other areas in Mansfield.

- A small staff working group and/or the Arts Advisory Committee could lead the efforts to develop a Request for Proposals for public art, which could include a scope identifying the potential areas for art, and a theme, if so desired. The Cultural Coalition is working with other Connecticut municipalities and could provide technical assistance/support to Mansfield’s efforts. Priority will be given to Mansfield artists. The process could be similar to the process the Mansfield Downtown Partnership (“Partnership”) used to solicit public art for Betsy Paterson Square some years ago. The Arts Advisory Committee served as the review panel for this endeavor.

2. Outdoor Artist/Artisan/Crafter Fair

- Funding could be used as seed/pilot funding to support the development of an annual artist/artisan/crafter fair focused on local and regional artists and located on Betsy Paterson Square. The Fair would serve as a tourist attraction bringing in dollars for participating artists and our local businesses.
- As a way to engage the community, artists will be encouraged to create on-site at the Fair.
- The Fair should support diverse artists/artisans/crafters, e.g., artists of color, emerging artists, young artists, with perhaps a number of spaces dedicated to these artists.
  - To encourage diversity in attendees, the Fair should be marketed to a diverse audience, and funding should be set aside for this purpose.
- The Fair should address the potential financial barriers to participation including a possible stipend for artists to address application fee/entry fee, food, childcare, transportation, etc. The goal would be to create a financial benefit for the artists.
- The Partnership sponsored the Square Fair in 2014. A total of 16 artists hosted booths at one or more of the four monthly events (May-Sept). Attendance varied month to month and the event was not planned for a second year.
- Craft booths will be part of the 2022 Celebrate Mansfield Festival building off the success of this part of the Festival in 2021. This would be a good place to start to solicit crafters for a future arts fair.
- The idea for an arts/artisan/crafters fair is a priority for the Partnership as it has been proposed by several different parties over the last few months, including members of the Economic Development Commission (EDC), the Downtown Storrs Strategic Action Plan Promotion/Public Spaces Working Group, and private individuals.
- Members of the EDC will be meeting with the Mansfield Arts Advisory Committee to explore options at their September meeting.
A key next step will be ascertain the interest from local and regional artists/artisans/crafters.

3. Arts Recovery Fund Program

- The Arts Recovery Fund Program would provide direct assistance to artists or art organizations and would be modelled on the Local Business Relief Fund that was approved by the Council in May 2022 and is presently being administered. The Arts Recovery Fund Program can be used by established arts organizations or artists located in Mansfield.

Financial Impact
The current proposal is to authorize the use of up to $75,000 of the Town's ARPA funding allocation for the purpose of funding public art in Mansfield, funding an outdoor arts/artisan/crafter fair, and administering an arts recovery fund program. It should be noted that, it would be intent of staff to prioritize use of the funds in the order laid out above, which means that the entire allocation could potentially be utilized for the creation of public art.

Recommendation
Staff recommends that the Town Council authorize the implementation of a plan for arts recovery using $75,000 of ARPA funds as previously allocated.

If the Council agrees with this recommendation, the following motion would be in order:

*Move to authorize the Town Manager to move forward with implementation of an arts recovery program using $75,000 of ARPA funds as presented.*
Subject Matter/Background
Sunny Acres Park provides an enjoyable space for residents living in the immediate neighborhood area as well as other members of our community and visitors for neighboring communities. In 2020, repairs were completed to the existing tennis/pickleball court due to the demand for these playing surfaces. Repairs are now needed to return the basketball court to a safe and pleasurable playing condition. Recommended repairs include filling numerous cracks and low surface areas, expanding the court surface to newly installed basketball posts, recoating and replacing existing basketball posts, backboards and hoops. Additionally, the tennis/pickleball court is in need of some minor crack repair and associated surface color touch up to maintain adequate conditions and ultimately help prolong its useful life.

Providing and maintaining active outdoor recreation areas are important to the quality of life for residents. Improving and maintaining park amenities at Sunny Acres Park has long been a recognized priority. Although it is understood that many of the more significant upgrades and improvements to parks and recreation areas in Mansfield will emerge from the findings of the Parks & Recreation master plan that will be developed over the course of the next year, staff believes that timely repairs to the basketball and tennis/pickleball courts at Sunny Acres can be reasonably expedited and funded using a portion of the Town’s American Rescue Plan Act (ARPA) allocation, as proposed in March 2022. The Council previously provided conditional support to allocate a total of $750,000 in ARPA funds for “Parks, Recreation and Open Space Assets Improvements.”

Legal Review
No legal review required
Financial Impact

- The cost for completing all proposed repairs/upgrades to the basketball court is estimated to be approximately $27,000.
- The cost for completing all proposed surface repairs to the tennis/pickleball court is estimated to be approximately $5,000.

The total cost for both projects is estimated to be approximately $32,000.

Recommendation

Staff recommends that the Town Council approve up to $35,000 (which would provide a modest monetary “cushion” should the actual project expenses slightly exceed present budgeted/projected estimates) from previously approved ARPA funds identified for Parks, Recreation and Open Space Assets Improvements for the purpose of repairing the basketball court and tennis/pickleball court at Sunny Acres Park. If the Council concurs with these recommendations, the following motion would be in order:

Move, effective August 8, 2022, to authorize the use of up to $35,000 of the $750,000 of ARPA funds previously conditionally approved for Parks, Recreation and Open Space Assets Improvements, for the purpose of completing repairs and upgrades to the basketball court and tennis/pickleball court at Sunny Acres Park.

Attachments

1) Hinding Basketball and Tennis Court Proposed Quote
2) American Rescue Plan Act – Approved Project/Funding (To Date)
3) American Rescue Plan Act - Proposed Uses of Funds (March 14, 2022 - Public Hearing)
IF YOU CAN PLAY ON IT,
WE CAN BUILD IT

Durability • Reliability
Playability • Engineered to Last

Tennis Industry Magazine Contractor of the Year —
10 and Under Tennis (2011)
Hinding Tennis Courts, LLC • 24 Spring Street • West Haven, CT 06516 • p 203-285-3055

July 20, 2022

Town of Mansfield
Jay O’Keefe
okeefejm@mansfieldct.org
860-429-3015 x6104
Sunny Acres Park
101 Meadowbrook Park
Mansfield, CT

Re: Court Refurbishment Proposal

Dear Jay,

Thank you for considering Hinding Tennis for your recreational needs. It is our goal to provide you with the highest quality sport surfacing products and installation in the industry.

We at Hinding Tennis stand committed to excellence and it is our goal to provide you with the highest quality materials. As a current member of the American Sports Builders Association we are always up to date on the newest innovations and industry trends. Our goal is always to exceed your expectations and let the finished product speak for itself.

We know you have many options when choosing a sport-surfacing contractor, therefore we continually strive to provide the most competitive pricing without compromising the quality or workmanship.

All of us at Hinding Tennis thank you for the opportunity to provide you with this proposal and look forward to working with you in the future.

Sincerely,

Brent Boemmels
Brent Boemmels
203-525-9052

www.HindingTennis.com
PROCEDURE TO BE AS FOLLOWS:
Furnish all materials, labor and insurance to perform the **HINDING TENNIS COURT REPAIRS** to (1) 60' x 120' tennis court.

Specifications of Services to be Provided:

1. **MOBILIZATION** - Mobilize the necessary equipment to perform the required work for your project as itemized below. This fee is associated with the work that is necessary to set up your job and organize the necessary equipment that is needed to load and mobilize to and from the job site each day.
2. **FUEL SURCHARGE** - 3% fuel surcharge.
3. **RITEWAY CRACK REPAIRS** - Install the Riteway Crack Repair System to 30 l.f. of cracks. The Riteway Crack Repair method is the only crack repair product on the market today that will keep cracks from returning year after year. Its microsealant technology allows existing cracks on your court to move without breaking the membrane of this system. Riteway Crack Repair will prevent cracks from being visible, however it will not stop new cracks from forming and spreading nor will it keep existing cracks from lengthening or widening.
4. **REPAIRS** - Repair 160 l.f. of cracks with Laykolb AB repairs.
5. **TOUCH UP COLOR** - Touch up color and lines in areas of repair. The color will not match 100% but we will do our best to blend the colors.

www.HindingTennis.com
HINDING PROPOSAL

BASKETBALL COURT

PROCEDURE TO BE AS FOLLOWS:
Furnish all materials, labor and insurance to perform the HINDING TENNIS COURT REPAIRS to (1) 47' x 60' basketball court.

Specifications of Services to be Provided:

1. **MOBILIZATION**: Mobilize the necessary equipment to perform the required work for your project as itemized below. This fee is associated with the work that is necessary to set up your job and organize the necessary equipment that is needed to load and mobilize to and from the job site each day.

2. **FUEL SURCHARGE**: 3% fuel surcharge.

3. **SURFACE CLEANING**: Using a "High Powered" Cleaning apparatus, Hinding Tennis will thoroughly clean your existing surface free of all algae, mold, dirt and any other foreign materials on your court. We use a Soft Wash solution to "Pre-Soak" your court and loosen and kill the vegetation on your court. Once that is completed, we thoroughly rinse and wash your court using a high pressure hot water system. There will be certain times where the surface cleaner will remove loose and deteriorated paint. We cannot determine at the time of inspection where and when this will happen, however if the material is loose under the coatings, you will want it removed for safety reasons. We can provide a separate quote to repair the affected areas after completion of the cleaning if this arises. We are not responsible for any plant material or vegetation around the court. However, we will "Pre-Soak" any and all plant material that you want protected from the area. It will be soaked with a treatment that will help protect the area. This is not your typical so-called "power washing" and if you are painting your court and decide to do it yourself or outsource it, we cannot guarantee the coatings.

4. **RITEWAY CRACK REPAIRS**: Install the Riteway Crack Repair System to 125 l.f. of cracks. The Riteway Crack Repair method is the only crack repair product on the market today that will keep cracks from returning year after year. Its microsealant technology allows existing cracks on your court to move without breaking the membrane of this system. Riteway Crack Repair will prevent cracks from being visible, however it will not stop new cracks from forming and spreading nor will it keep existing cracks from lengthening or widening.

5. **LOW SPOTS**: Repair all low spots.

6. **HOOPS**: Furnish and install (2) new 72" Dominator Hoops.

7. **ACRYLIC COLOR COATING**: Furnish and install the (4) coat acrylic color coating surface system to entire area. The Hinding surfacing system consists of one resurfacer coat, two coats of color and one finish coat.

8. **LINE STRIPING BASKETBALL**: Layout and stripe all lines per NCAA. Apply one coat of acrylic Line primer. Once Line primer has cured apply One (1) coat of textured White Line Paint. This (2) two coat application provides sharp lines and greater durability and longevity. The line paint is textured.

Pricing as indicated below:

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<thead>
<tr>
<th>Service</th>
<th>Cost</th>
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<tbody>
<tr>
<td>Tennis Court</td>
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<tr>
<td>Basketball Court</td>
<td>$27,178.00</td>
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**Total Cost**: $32,421.00

www.HindingTennis.com
## American Rescue Plan Act - Project/Initiative Funding Approval Status Table (August 8, 2022)

<table>
<thead>
<tr>
<th>Project Title</th>
<th>EPC</th>
<th>As of 3/14</th>
<th>As of 3/28</th>
<th>As of 4/11</th>
<th>As of 5/9</th>
<th>As of 5/23</th>
<th>As of 6/13</th>
<th>As of 7/11</th>
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<td>Town Hall HVAC Upgrades</td>
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<td>Fire Station 307 Decontamination Lockers</td>
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<td>Social Services Mobile Support Vehicle</td>
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<td>Wifi Expansion at Southeast Park and Lions Park</td>
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<td>Affordable Housing Project Support (Unrelated to Eagleville Green Project)</td>
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<td>Affordable Housing Project Support (Eagleville Green Project)</td>
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<td>1 Eagleville Green (Connection to Public Wastewater System)</td>
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<td>Neighborhood Stabilization Plan</td>
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<td><strong>FIRE/EMS</strong></td>
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<td>Replacement of Ambulance 707</td>
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<td>Life Safety Equipment and Ambulance Stretcher &amp; Load System</td>
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<td><strong>MANSFIELD PUBLIC SCHOOLS</strong></td>
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<td>Public Water System Service and Interior Piping Upgrades at MMIS (Match Required)</td>
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<td><strong>GENERAL/OTHER</strong></td>
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<td>General Revenue Loss Recovery (FY 19/20 and FY 20/21)</td>
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<td>(plus P&amp;Rs financial consult. and EV charging stations)</td>
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<td>Priority Road and Drainage Projects</td>
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<td>Other/Contingencies</td>
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<td><strong>GRAND TOTAL</strong></td>
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* Reduced to reflect lower anticipated matching fund needs ($555,000 moved to DPW projects)

** Staff Proposed at June 13, 2022 meeting to earmark $258,750 of the General Revenue Loss Recovery funds for "gap funding" for QUINT Fire Apparatus (detailed in meeting packet)

*** Paired with FY 2021/22 PILOT funds ($1,000,000)

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<thead>
<tr>
<th>Status</th>
<th>Amount</th>
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<tr>
<td>Conditionally Approved</td>
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<tr>
<td>Tabled for Further Discussion (Unobligated)</td>
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American Rescue Plan Act (ARPA) Overview
The American Rescue Plan Act (ARPA) of 2021 is a sweeping federal rescue package designed to facilitate the United States’ recovery from the devastating economic and health effects of the COVID-19 pandemic.

- ARPA includes $1.9 trillion in funding to individuals, schools, businesses, and areas suffering from the COVID-19 pandemic.
- The Coronavirus State and Local Fiscal Recovery Funds (SLFRF) program, a part of the American Rescue Plan, delivers $350 billion to state, local, and Tribal governments across the country to support their response to and recovery from the COVID-19 public health emergency.
- Of that total at the national level, CT municipalities are slated to receive $2.55 billion ($1.56 billion to general government / $995 million to schools).
- The Town of Mansfield will receive a total allocation of $7.543 million disbursed via two equally sized “tranches” ($3.771 million in 2021; $3.771 million in 2022).
  - This amount does not include ARP Elementary and Secondary School Emergency Relief (ESSER) fund allocations received by Mansfield Public Schools ($754,781) or Regional School District #19 ($835,051)
- A municipality must obligate all (100%) of its ARPA funds for eligible uses by December 31, 2024. Additionally, a municipality must have spent all of its ARPA funds on eligible uses by December 31, 2026. Funds that were not obligated by December 31, 2024 and spent by December 31, 2026 must be forfeited back to the U.S. Treasury.

Eligible Uses of ARPA Funding
The Coronavirus SLFRP provides substantial flexibility for municipalities to meet local needs within the following four separate eligible use categories:

- **Support public health response**- Fund COVID-19 mitigation efforts, medical expenses, behavioral healthcare and certain public health and safety staff
- **Address negative economic impacts**- Respond to economic harms to workers, families, small businesses, and nonprofits, or impacted industries and re-hiring of public sector workers
- **Replace public sector revenue loss**- Use funds to provide government services to the extent of the reduction in revenue experienced due to the pandemic
- **Premium pay for essential workers**- Offer additional support to those who have and will bear the greatest health risks because of their service in critical infrastructure
- **Water, sewer and broadband infrastructure**- Make necessary investments to improve access to clean drinking water, invest in wastewater and storm water infrastructure and provide unserved or underserved locations with new or expanded broadband access

Ineligible Uses of ARPA Funding
The Coronavirus SLFRP does, however, impose multiple restrictions/prohibitions on use of ARPA funds. These include:
- Funds may not be used for **deposits into a pension fund**
- Funds may not be used for **debt service or replenishing financial reserves**
- Funds may not be used for a **program, service, or capital expenditure that conflicts with or contravenes the statutory purpose of ARPA**
In August/September of 2021, the Town published a web-based survey designed to solicit public feedback relative to priority ARPA investments in our community. This community feedback was shared with the Town Council as part of its future deliberations. The survey was open for approximately one month and garnered roughly 400 responses from community members. Survey findings suggest strong community support for a wide range of eligible uses of the funding, including financial assistance to small businesses and social services agencies, replacing lost municipal revenue, and improving high-speed internet access. Responses also indicated a strong preference for using ARPA funding to support municipal projects, initiatives and/or services as opposed to projects, initiatives, and/or services administered by private organizations in the community. In the ensuing weeks, Town staff consulted extensively on ARPA funding possibilities and the Town Manager ultimately presented initial ARPA funding recommendations to the Town Council in November 2021. The Town Council subsequently engaged in deliberations on ARPA funding proposals on multiple occasions in December, January and February. A public hearing to solicit additional feedback on the Town Council’s preliminary ARPA funding proposals is scheduled for March 14, 2022. The Council will then continue its deliberative process in the weeks ahead.

PROPOSED USES OF ARPA FUNDS (SORTED BY ELIGIBLE USE CATEGORY)

Based on a careful review and consideration of the information, feedback, and recommendations that have been submitted to the Town administration and Council for consideration relative to ARPA funding, the Town Council is presently contemplating the following uses of the federal funds.

Supporting Public Health Response ($1,614,500)

- Mansfield Public Library Facility Improvements ($353,000): The biggest component of this proposed project is upgrades to the library’s Heating, Ventilation and Air Conditioning (HVAC) system. The facility’s current system is nearing the end of its useful life. We have problems with maintaining proper air balance and good humidity in the high humidity months. We are able to keep within the American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE) standards at the high end but it would be better if we could improve to get to the middle of the standard range. These upgrades will also provide public health benefits with respect to reducing potential for spread of airborne viruses.

  The proposed funding also includes a wireless access pavilion. The new exterior pavilion will improve the library’s ability to support workforce development and community resilience. This 14’X24’ pavilion will be equipped with tables and chairs, and an electrical charging station for devices such as phones and laptops. Patrons can sit socially distanced while accessing library Wi-Fi, borrow laptops or Chromebooks, and access staff assistance as needed. The pavilion will be available for use during daylight hours except in the depths of winter. Community members may access internet resources and receive professional staff assistance with activities such as processing government application forms and searching the internet for information, including...
education, health, and workforce development sites. The pavilion will also be available when the library is not open, allowing people to work independently on their own schedule. With a Wi-Fi-accessible outdoor shelter, patrons can more comfortably work on their own, or receive assistance from staff, as we plan regular instructional sessions for our patrons.

The Mansfield Library wireless access pavilion will add to the library’s already robust community services. This investment in our community will make a difference by offering safe support and resources to the citizens of Mansfield and the surrounding area in a convenient and accessible space.

Finally, proposed funding includes the installation of quiet study pods. In order to improve its support of workforce development and continuing education, library leadership proposes the purchase of two self-contained study pods for installation in the main library building. These pods will provide quiet study space, with motion-activated ventilation and lights to ensure safety, and sound blocking materials to ensure privacy. This will increase the ability of community members to access library resources in a quiet, safe environment, while having the opportunity to receive professional staff assistance with activities such as processing government application forms and searching the internet for information, including education, health, and workforce development sites. There are currently no designated quiet study spaces in the library.

- **Mansfield Community Center Facility (MCC) Improvements ($91,500):** The following facility upgrades are proposed at the Mansfield Community Center to support an improved public health response:
  - **Providing alternative programming** with use of computer laptops, microphones, cameras and video screens for instructors in providing virtual programming options to assist in containing and mitigating COVID-19 and other viruses.
  - Replace 4-foot cubicle divider walls with 6-foot partitions for separation of five close-work spaces in the MCC administrative office suite to contain and mitigate the spread of COVID-19 and other viruses. The project would also improve work efficiency and privacy needs. Funding estimates include installation charges.
  - **Replace shared microphones** and synchronize with two receiver bases with individual microphones for instructor use. Currently, fitness instructors share head/body microphones. Individual use microphones would help contain and mitigate the spread of COVID-19 and other viruses.
  - **Acquisition of two 20’X40’ canvas event tents** (pole, cross cable or pagoda). Allows for continuation of community programs and associated revenue during pandemics and serves as an option to help contain and mitigate the spread of COVID-19 and other viruses. Tents can be used for programming for all age groups and utilized a minimum of nine months of the year. Tents could be shared with other departments when not in use by the Parks & Recreation Department.
  - **Installation of Wi-Fi service at two town parks** (Bicentennial Park and Southeast Park) actively used by families.
  - **HVAC, air balancing and ductwork upgrades**
  - **Additional facility upgrades to the Mansfield Community Center** that improve member/guest experiences (i.e., installation of dedicated kiosk registration station, digital daily sign-in system, enhanced outdoor seating area).
- **Mansfield Municipal Offices (Town Hall) HVAC Upgrades ($45,000):** The existing HVAC equipment/system in the Council Chambers (the Town's primary hearing room/Emergency Operations Center) is outdated and inadequate. **This project would entail updating the current equipment in the Council Chambers to include better filtration of air and better control of the HVAC equipment.** The current system has a design flaw in the placement of its hot water coil that can cause freeze-ups, and it is past its useful life. The HVAC is a standalone unit. It would benefit the air quality of the Chambers to update to a state-of-the-art system.

- **Fire Station 307 Upgrades to Sleeping Quarters and Lockers ($130,000):** The Town's primary fire station, Fire Station 307, presently offers personnel inadequate sleeping quarters, bathrooms, and locker room facilities. The plan for the upstairs room would allow for better separation of the sleeping quarters. In times of a pandemic, such as now, sleeping two or three people together increases the potential to pass contagions between one other. **This project would take the current space allocated for sleeping and change the separation of rooms such that the larger multi-people rooms would be converted into separated (single occupant) sleeping spaces.** The project would include removing some walls and installing new walls, and the furnishings would be updated. With respect to the downstairs, **funding would be used to construct proper locker room spaces as locker units are presently located in communal hallways/corridors adjacent to administrative spaces.** These funds would be used to add conditioned air with exhaust to improve indoor air quality.

- **DPW Garage Sleeping Quarters and Restroom Upgrades ($200,000):** The Public Work Department spends up to 48 hours away from their homes and families addressing weather-related events including hurricanes and blizzards. The existing sleeping facilities at the DPW Garage are inadequate especially in light of the pandemic. Prior to the pandemic, it was common for up to 20 people to sleep in approximately 300 square feet of area. In order to accommodate the crew during the pandemic, workers were split up amongst five different facilities throughout Town, most of which do not have shower facilities. The locker room and shower area at the DPW garage was constructed in the 1980s where an all-male crew was common. At this time, co-ed crews are becoming more commonplace and as such, reconfigured facilities become necessary. **The proposed project includes extending the existing building on its southeast-facing wall approximately 25 feet.** Within this expansion and reconfiguration, individual shower stalls, women’s restroom, and additional sleeping quarters would provide facilities to accommodate a co-ed crew. This reconfiguration will also allow for office space for the Roads Foreman. The existing septic system is a cesspool and non-compliant by the public health code. With the proposed expansion, the septic system would be relocated and upgraded for code compliance and improve effluent water quality.

- **Municipal Facilities Schematic Design Project ($150,000):** This will represent the next phase of a project that began with a comprehensive needs assessment and programmatic use study of 12 different municipal facilities (being funded in FY 21/22 using CIP funds). More specifically, the findings of this needs assessment (ongoing) will guide the prioritization of necessary upgrades to municipal facilities to ensure that facilities are effectively meeting the current and projected future needs of the Town. Facilities that will be the focus of this conceptual design and cost estimation project include Town Hall, Mansfield Senior Center, Department of Public Works (DPW)
Garage, DPW Maintenance Shop, Animal Shelter, and Fire Stations. Cost estimation services will include construction, and other cost factors (i.e., engineering/design work needed to prepare construction level drawings, land acquisition, and site work) that need to be considered for the purpose of establishing an appropriate project budget for a bond referendum. The total estimated project cost is approximately $225,000, proposing that 25% ($75,000) be paid from the Town’s CIP/capital budget.

- **Fire & Emergency Services Apparatus and Equipment Upgrades ($415,000):**
  The Mansfield Fire & Emergency Services uses a three-year cycle for replacement/upgrading of the department’s ambulances. The ambulances are the workhorses of the department, responding to approximately 60 to 65% of the overall calls for service in the community as well as mutual aid to our surrounding communities. Ambulance 707 is scheduled for replacement in FY 2023/2024 budget cycle. Ambulance 707 is a 2013 GMC with 117,680 miles on the vehicle. With the age of the vehicle coming up on 10 years, there is a need per the schedule for replacement. As with any vehicle, the repair maintenance and costs increase as the vehicle gets older. Ambulance 707 has cloth seats which makes it very difficult to decontaminate after emergency responses. Also, the patient compartment is outdated and there are areas that are not ergonomically friendly for the Firefighter/EMT teching the call and offering patient care. Finally, Ambulance 707 is a van-style chassis that is two-wheel drive which makes it difficult to operate during the winter season.

  This request would also provide funding to replace equipment used on emergency medical calls for service including defibrillators, CPR LUCAS devices and stair chair devices that are carried on ambulances and emergency vehicles. The plan is to also replace defibrillators placed in town buildings that have reached their life expectancy. In addition to emergency vehicles, defibrillators are mandated by state law in schools, fitness centers and other public buildings. This equipment is part of the American Heart Association’s chain of survival for cardiac arrest victims. CPR LUCAS devices, stair chairs, and other equipment would be replaced as they meet the end of their service life. Finally, the proposed funding would be used to replace/upgrade extrication equipment on Squad 307. The existing extrication equipment is outdated and cumbersome. The goal is to replace/upgrade to the latest technology including going from power/fuel-operator to battery-operator. This will decrease the Fire Department’s repair and maintenance costs because the unit will be powered by battery and not require a small engine to power the unit for operations. Also, the new unit is lighter in weight which will reduce potential firefighter injury. Finally, the new unit will allow for more flexibility because the unit will not require hydraulic attachments to operate.

- **Human/Social Services Mobile Outreach ($60,000):** Human Services, in cooperation with the Mansfield Board of Education (MBOE), is proposing to purchase a van and materials needed to offer mobile human/social service outreach and positive youth development services to Mansfield families. With transportation identified among key barriers to accessing services, this vehicle would allow both the MBOE and Human Services to bring the services directly to the locations most in need of these services and programs. This would include, but not be limited to: (1) sign-up for social services and entitlement programs; (2) educational materials; (3) psycho-social presentations; (4) mental health and wellness services; (5) adventure-based and positive youth development programs, and; (6) information and referral services.
• **Enhanced Funding for Human Services Programs ($150,000):** The feedback from the ARPA Community Input Survey indicated public support for enhanced investment in the area of human/social services. For the purposes of this discussion, monies specifically being recommended for allocation to “external” social service organizations are reflected in the “Addressing Negative Economic Impacts” funding area (see below). The funds recommended in this section would be allocated by the Town of Mansfield’s Human Services Department. Part of what this would include is **expanded nutrition programming for seniors** who are most at risk for food insecurity and social isolation. Enhanced nutrition programming would include development of a grab-and-go lunch/dinner program, expansion of café to four days weekly, and monthly community educational dinners. It would also expand transportation options to enable access to health care and town services and programs. Additional improvements to the program would include electronic/touchless registration and payment for all services and programs, assistance with tutoring seniors in the area of technology, adding an additional part-time on demand driver to increase transportation availability, providing some part-time per diem staff to assist with food programs at the senior center so we can expand our fresh prepared and café program to meet demand, and covering the costs associated with additional part-time per diem mental health services and programs at the senior center.

Additionally, this funding would be used to support the Mansfield Farms to Family (MFFP) program, which was created to broaden access to the fresh, local food sources in our community. To date, this has been accomplished by connecting 15 identified households with local farms through a sponsored CSA share program, and serving an estimated additional 100 households during the growing season with four or more food box distributions each to include fresh produce and dairy. The participating Mansfield residents have reported they enjoy the variety, the high-quality products from local CSA’s, and the increased access to healthier fresh foods. Many have also stated they would not have the ability to participate in a CSA share without this program and are grateful for the opportunity. The project supports the local economy by purchasing goods directly from local farm businesses while providing increased access to fresh produce for households who would otherwise encounter prohibitive economic barriers to this service. The following outlines the projected MFFP costs associated with this effort over the next two fiscal years:

- **$20,000:** Purchase of 50 Partner Shares (up to $400 each) among five local participating farms with CSAs programs.
- **$20,000:** Purchase of in-season, locally grown produce to assemble into bags/boxes to be distributed to Mansfield households. (Approximately 800 bags/boxes distributed to 100 Asset-Limited Income-Constrained Employed (ALICE) households four times per year). Each bag/box will include approximately a $30 value of local produce including a gallon of milk. This would also include a flyer highlighting the farms where the food was produced.
- **$10,000:** For the purchase of 400 certificates or vouchers to locally grown farm stands or markets which would allow patrons the choice to choose fresh produce. Each certificate or voucher would be a $25 value.
- **$2,000:** reusable bags/boxes, printing, paper and marketing costs.
- **$22,500:** Project Coordinator (Consultant - 1099) for 10 hours per week x $25 per hour x 45 weeks per year for a two-year period.
- **$600:** Van rental $19.95 plus .59 cents per mile (approximately 20 miles round trip $11.80), $20 for replenishing gas, $11 for insurance, or approximately $35 delivery fee from local farm if delivery available.
• **COVID-19 Direct Response Efforts ($20,000):** Funding support for the acquisition and distribution of test kits, PPE, associated personnel costs, public education, and other items/activities specifically related to the ongoing public health response to the COVID-19 pandemic.

**Addressing Negative Economic Impacts ($3,525,000)**

- **Funding Support for Area Social Service Agencies ($350,000):** In recent months, the Town Council expressed a desire to see a robust portion of the Town of Mansfield’s ARPA allocation be programmed for **funding support to area social service agencies that are presently providing valuable services to residents of our community.** This desire seemed to be shared by the community at large based on the results of the ARPA Community Input Survey that was administered in late-summer. Recipients/award amounts should be informed by formal recommendations transmitted to the Town Council by the Mansfield Human Services Advisory Committee. Organizations to be awarded funds will also need to be held accountable for the use of the funds and the application process should establish clear/measurable objectives for how the allotted funding will be used to maximize benefit to the community.

- **Funding for Affordable Housing ($500,000):** This funding will help with the implementation of the Town’s newly adopted Affordable Housing Plan through creation of more affordable/workforce housing units in Mansfield, and increasing access to a high opportunity community. The Affordable Housing Plan identifies several strategies for increasing access to affordable and workforce housing in Mansfield, including the **creation of a housing trust fund** (which the Town Council recently approved). Funding could be used for a variety of initiatives to **assist low- and moderate-income residents, including down payment assistance, mortgage assistance for homeowners who fell behind during the pandemic, and creation/construction of affordable/workforce units.** Potential projects include: acquisition of land to facilitate development of affordable/workforce housing; contribution to the Eagleville Green project to help leverage other funds; and acquisition/renovation/sales of units to income-qualifying families.

- **Local Business Assistance, Marketing and Economic Vitality ($400,000):** Many local businesses have experienced an economic hardship as a direct result of the pandemic. In some cases this has manifested itself in loss of revenue from a declining customer base, an inability to recruit or retain employees, and/or the need to put off previously developed plans for business launch/expansion. Furthermore, we are aware that UConn’s decision to delay the return of students to its Storrs campus resulted in additional economic hardship to local businesses that rely heavily on college students as part of their core customer base. With this in mind, the Town has been actively collaborating with the Mansfield Downtown Partnership to begin development a process and framework for how ARPA funding support could best be used to help local businesses through these unprecedented times. One objective of this allocation is to **provide one-time relief for Mansfield businesses.** Possibilities include: 1) direct grant to businesses through an application process (first come, first served) (individual awards would be capped, i.e., $20,000); 2) personal property tax credit relief, which would provide a direct financial benefit to eligible business without changing the tax rate (and this benefit would go directly to the business owners instead of the landlord/property owner in the case of a leased space); 3) façade improvement grants; 4) providing
technology to vendors at the Mansfield Farmers Market to allow them to accept credit card payments, SNAP payments, and “Farm Bucks”; 5) payment of food service license fees, and; 6) property owner relief akin to what was extended via the “Hart Lift” program administered by the Hartford Chamber of Commerce. This proposal also includes funding for the Four Town Action Plan for Economic Vitality that was completed in 2020. A steering committee and several subcommittees are working on implementation of some of the key initial initiatives. Marketing of the region is a key focus. The towns of Coventry, Tolland and Bolton have indicated an intention to put money into their respective FY22-23 budgets for implementation. The funding requested would supplement their efforts. The funding would be invested in a website/landing page for the four towns, a logo, and other marketing tools. This would also complement the grant application submitted in recent months by the four towns for $200,000 in FEMA funding to assist in implementation of the action plan.

- **Direct Financial Assistance to Economically Distressed Individuals ($150,000):** The Town’s Planning and Development Office has recently seen staggering utility bills provided as documentation of residency for the Helping Hand program, and ARPA funds may be a reasonable means for us to directly aid economically distressed residents in the short-term. The Department of Housing also specifically precluded the Town from providing any type of mortgage assistance in addition to the rental assistance they removed from our portfolio. Per the ARPA final rule, eligible uses under this category include but are not limited to the following (as well as covering certain associated administrative expenses born by the Town in the course of administering this assistance):
  - Rent
  - Rental arrears
  - Utility costs or arrears (can be made through direct payments/bulk payments to utility providers to assist multiple consumers at one time)
  - Reasonable accrued late fees (not already included in arrears)
  - Mortgage payment assistance
  - Financial assistance to allow a homeowner to reinstate a mortgage or to pay other housing related costs related to a period of forbearance, delinquency or default,
  - Mortgage principal reduction
  - Facilitating mortgage interest rate reductions,
  - Counseling to prevent foreclosure or displacement
  - Relocation expenses following eviction or foreclosure, such as rental security deposits, application/screening fees
  - Assistance to households for delinquent property taxes to prevent tax foreclosures on homes
  - Emergency assistance for individuals experiencing homelessness, including individual-level assistance as well as group services such as expansion of existing shelter options, including transitional shelters

- **Digital Inclusion Initiative ($300,000):** The COVID-19 pandemic has highlighted the critical importance of broadband access. The Town of Mansfield has relied on technology to work, learn, receive a wide range of services (health, government, and business), and continue social and emotional connections. Digital access was a vital component of maintaining the wellbeing, livelihoods and daily lives of Mansfield’s residents. Unfortunately, in many cases, members of our community were literally disconnected from vital services and opportunities during the pandemic. Whether it was
lack of sufficient broadband service, unreliable personal devices, confusion about how to operate technology, or websites that were difficult to navigate, these barriers isolated many of our residents. While in-person interactions are again more accessible, the reality is that the pandemic has accelerated our society’s reliance on Internet based resources across all sectors. Our businesses, our employers, our schools, our governments, our medical providers, and our social groups are continuing to use technology more than ever before. Digital access is not a luxury—we now know post-pandemic that all citizens need reliable and robust online access.

Our proposal leverages ARP funding to expand broadband for Mansfield’s residents by reducing barriers to digital access through:

- Affordable, reliable, and sufficiently robust Internet access.
- Internet-enabled devices that meet the needs of the user.
- Digital literacy training and support.
- Accessible and participatory online access to local government meetings, activities/programming, and services for inclusive use of broadband access.
- Applications and online content designed to enable and encourage self-sufficiency, participation, and collaboration.

The goal of this project is to promote digital equity for citizens of Mansfield. Digital Equity is a condition in which individuals and communities have the information technology capacity needed for full participation in our society, democracy and economy. Digital Equity is necessary for civic and cultural participation, employment, lifelong learning, and access to essential services.

Staff in the Information Technology Department have furnished a detailed project funding request and associated justification. Please see separately enclosed document.

- Hunting Lodge Road Neighborhood Plan ($150,000): The Hunting Lodge Road neighborhood is one of just a few pedestrian-friendly neighborhoods in Mansfield. Its proximity to UConn, affordable and senior housing, open space and trails as well as access to public transportation provides the foundation to create a diverse and sustainable community. This neighborhood has experienced significant conversion of single-family housing to rental housing primarily marketed to students, which has in many cases reduced investment in housing upgrades and declining exterior property maintenance. The availability of sewer and water infrastructure makes this area prime for redevelopment. The rental/homeowner imbalance and loss of a civic anchor with the closing of Goodwin School further threaten the stability of this neighborhood. To ensure that future development/ redevelop meets neighborhood needs and aligns with the goals outlined Mansfield’s 2015 POCD, a comprehensive neighborhood plan for the Hunting Lodge Road area, as well as associated regulatory tools and design standards, will need to be developed to restore stability to this area. The neighborhood plan will involve extensive community outreach to build consensus around desired development patterns and identify needed investments. This planning is needed to position the Town for future grant applications to fund neighborhood improvements.

- Arts Relief Fund ($75,000): This represents funding support to local arts organizations. The Connecticut Arts Alliance has suggested a few ways including partnering with regional arts council (Cultural Coalition represents Mansfield) or local...
community foundation to re-grant funds to Mansfield, or provide direct grants to local arts organization. The Alliance is suggesting that 1% of a community's ARPA funds go toward arts, and this proposed amount roughly equates to that. This would include both direct relief to artists/organizations as well as support of public art. Such an expansion would potentially assist artists outside of Mansfield, but also offer public benefits. Public art could be part of beautification efforts in different commercial areas as well as the new school. One possible geographic focus area is the Four Corners. Town officials recently learned that street trees cannot line the sidewalk in front of the proposed Standard multi-family housing development project (proposed by Haven Communities) due to the potential for root intrusion into the sewer pipe. It may be possible to substitute public art pieces for trees in the interest of promoting quality aesthetics. Public art could also be used to enliven public spaces in Downtown as well as other areas, which appears to be consistent with several of the recommendations flowing from the work recently completed by a strategic planning consultant focusing on the Downtown area.

- **Parks & Recreation Master Planning and Improvements to Open Space Assets ($850,000):** Mansfield has a unique park system that needs improvement and study in order to meet future needs. It is common for municipalities to conduct a facility study and master plan for parks in order to create a strategic plan to prioritize improvement projects and determine needs for future use. **This funding would support the hiring of a consulting firm that specializes in this field to guide the creation a master plan (with stakeholder input) for Mansfield's park system and building upon the Mansfield 2020 vision of community wellness, outdoor activity and environmental stewardship.** The remainder of the proposed funding (~$750,000) would then be used to fund investments in priority enhancements to existing recreation and/or parks/open space assets as identified in the master plan.

- **Eagleville Green Project Funding Support ($750,000):** Eagleville Green is a proposed 42-unit mixed-income multi-family residential project located at 113-121 South Eagleville Road. As of November 15, 2021¹, 74% of the proposed units would be designated affordable, with the remaining units available to be rented at market rate. As currently presented, the **project would include 22 units affordable to households at 50% of median income, 7 units affordable to households at 60% of median income, and 2 units affordable to households at 80% of median income**, with the remaining units being market rate. The overall project budget is in excess of $14 million, and applications for project funding are currently pending with the Connecticut Department of Housing, the Connecticut Housing Finance Agency, and a newly propped up program (being funded by the state with federal funds) called the CT Communities Challenge Grant program being offered through the CT Department of Economic and Community Development. The proposed use of ARPA funding ($750,000) would specifically **support the replacement of existing sewer main and installation of a new main to connect to the pump station at Wright’s village.** The Assistant Town Engineer has identified an alternative design that would allow for elimination of the on-site pumping station, which would reduce the applicant’s initial construction costs for on-site infrastructure and on-going operational costs; however, redesign of the on-site sewer system would be required. The alternative design would result in a deeper installation depth in South Eagleville Road as well as a longer pipe run due to the depth change. While the public improvements would be more costly than the original design, the

¹ The affordability levels are subject to change based on requirements of potential funding agencies such as the Connecticut Department of Housing and the Connecticut Housing Finance Authority.
alternative design would also support future connections to properties located across the street from the subject property (108-128 South Eagleville Road, including Oakwood Apartments). Additionally, one of the issues noted by CTDOH in its initial review of the application for state bond funds is the minimal funding committed to the project by non-state agencies. The proposed funding would present significant leverage and help to make the project more competitive.

Replacing Revenue Loss ($1,125,000)

- Municipalities are able to compute revenue loss by comparing actual revenue to an alternative amount representing what could have been expected to occur in the absence of the pandemic or a “standard allowance” amount equal to $10 million or 100% of the municipality’s total ARPA allocation (whichever is less). The final federal rule issued by the U.S. Treasury enables municipalities to claim considerably higher revenue losses than was permitted under the interim rule, and municipalities have greater flexibility in how these funds are ultimately used (“general government services” = any service traditionally provided by a government) with only a few exceptions explicitly identified by the Treasury. The current recommendation is to allocate $1 million in ARPA funds to replace lost revenue. The lion’s share of this would go to the General Fund to replenish funds that were transferred to the Parks & Recreation Fund over the last two years to cover operating deficits exacerbated by COVID-19. An additional $25,000 is being recommended to retain a qualified financial consulting services firm to work with the Parks & Recreation Department on a financial sustainability action plan for the Mansfield Community Center. Finally, an additional $100,000 is being recommended for the installation of additional electric vehicle (EV) charging stations (combination of Level 2 and Level 3) at various municipal facilities that would be available for use by employees and residents. To the extent any other ARPA funding priorities identified by the Council may subsequently be deemed as incompatible with an eligible use category articulated in the final rule, it is possible to utilize the revenue loss replacement approach to authorize funding for these purposes.

Water, Sewer & Broadband Infrastructure ($1,250,000)

Public Water System Extension to Mansfield Middle School ($1,250,000): Currently, Mansfield Middle School is served by three drilled wells. This is considered a small water system with the State. There are frequent problems with the system, with most of these being water quality issues. Having the school served by a community system by extending the public water system is prudent. It would also provide the added safety with constant monitoring of water quality by the utility company. This would also alleviate ongoing security concerns regarding the potential for someone to tamper with the current system. The Town’s Facilities Department is also recommending that upgrades to existing interior plumbing/piping be undertaken concurrently with this project with the goal of eliminating potential future water quality issues/concerns associated with possible deterioration of any existing lead solder in pipe joints. The total estimated project cost – inclusive of upgrades to interior piping/plumbing that are estimated to be approximately $250,000 – is $2.75 million. As such, it would be necessary to mobilize an additional $1.5 million (which could come from a variety of sources, including cost support from CT Water, assessments on property owners in the immediate area, or grant funding from one of the programs being established via the recently enacted
Bipartisan Infrastructure Law) in order to complete the project. This project has long been viewed by Town/MBOE staff as advantageous to pursue, but, there was not previously a federal funding stream to make it cost-effective to pursue.

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<th>SUMMARY OF PROPOSED INVESTMENTS</th>
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<td>Water, Sewer &amp; Broadband Infrastructure</td>
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| Town of Mansfield ARPA Allocation | $7,543,000 |
| Residual/Contingencies           | $28,500    |

REMAINING PROCESS/PROCEDURE

- Mid-March 2022: Public Hearing to Obtain Resident/Stakeholder Input on Town Council Preliminary ARPA Funding Plan
- Late-March/Early-April 2022: Town Council Finalizes ARPA Funding Plan
- April 30, 2022: Town Submits Initial “Project and Expenditure Report” Required of all ARPA State and Local Fiscal Relief Fund Recipients for its first “tranche” (~$3.77 million) of federal funding
- May 2022: Development and Finalizations of Implementation Policies and Procedures Relative to ARPA-Funded Programs
- Spring/Summer 2022: Commencement of ARPA-Funded Projects/Initiatives/Services
- Remainder of 2022: Ongoing Town Council Deliberation Relative to Use Unobligated ARPA funds (i.e., monies appropriated via the second “tranche” of federal funds)
Town of Mansfield
Agenda Item Summary

To: Town Council
From: Ryan J. Aylesworth, Town Manager
CC: John C. Carrington, Director of Public Works; Charmaine Bradshaw-Hill, Director of Finance
Date: August 8, 2022
Re: WPCA, Schedule a Public Hearing for FY 2022/23 UConn and Willimantic Sewer Budgets/Rates

Subject Matter/Background
Prior to the WPCA setting new sewer rates, state statute requires a public hearing.

Legal Review
The Town Attorney reviewed the requirement and determined the public hearing is required.

Recommendation
Move that the Council recess as the Town Council and convene as the Mansfield Water Pollution Control Authority.

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

Move, effective August 8, 2022, to schedule a public hearing for 7:00 p.m. at the Town Council’s regular meeting on September 12, 2022, to solicit public comment regarding the proposed sewer rates for FY 2022/23 that would be billed to users of the UConn and Willimantic sewer systems in the Town of Mansfield.

Move that the Council recess as the Mansfield Water Pollution Control Authority and convene as the Town Council.

Attachments
1) Connecticut General Statutes, Section 7-255
Connecticut General Statutes
Title 7 - Municipalities
Chapter 103 - Municipal Sewerage Systems
Section 7-255 - Charges. Hearing. Appeal. Payment by municipalities of charges upon specified classification of property or users. Optional payment plans.

Universal Citation: CT Gen Stat § 7-255 (2020)

(a) The water pollution control authority may establish and revise fair and reasonable charges for connection with and for the use of a sewerage system. The owner of property against which any such connection or use charge is levied shall be liable for the payment thereof. Municipally-owned and other tax-exempt property which uses the sewerage system shall be subject to such charges under the same conditions as are the owners of other property, but nothing herein shall be deemed to authorize the levying of any property tax by any municipality against any property exempt by the general statutes from property taxation. No charge for connection with or for the use of a sewerage system shall be established or revised until after a public hearing before the water pollution control authority at which the owner of property against which the charges are to be levied shall have an opportunity to be heard concerning the proposed charges. Notice of the time, place and purpose of such hearing shall be published at least ten days before the date thereof in a newspaper having a general circulation in the municipality. A copy of the proposed charges shall be on file in the office of the clerk of the municipality and available for inspection by the public for at least ten days before the date of such hearing. When the water pollution control authority has established or revised such charges, it shall file a copy thereof in the office of the clerk of the municipality and, not later than five days after such filing, shall cause the same to be published in a newspaper having a general circulation in the municipality. Such publication shall state the date on which such charges were filed and the time and manner of paying such charges and shall state that any appeals from such charges must be taken within twenty-one days after such filing. In establishing or revising such charges the water pollution control authority may classify the property connected or to be connected with the sewer system and the users of such system, including categories of industrial users, and may give consideration to any factors relating to the kind, quality or extent of use of any such property or classification of property or users including, but not limited to, (1) the volume of water discharged to the sewerage system, (2) the type or size of building connected with the sewerage system, (3) the number of plumbing fixtures connected with the sewerage system, (4) the number of persons customarily using the property served by the sewerage system, (5) in the case of commercial or industrial property, the average number of employees and guests using the property and (6) the quality and character of the material discharged into the sewerage system. The water pollution control authority may establish minimum charges for connection with and for the use of a sewerage system. Any person aggrieved by any charge for connection with or for the use of a sewerage system may appeal to the superior court for the judicial district wherein the municipality is located and shall bring any such appeal to a return day of said court not less than twelve or more than thirty days after service thereof. The judgment of the court shall be final.

(b) Any municipality may, by ordinance, provide for the payment to the water pollution control authority by such municipality of the whole or a portion of such charges for specified classifications of property or users, provided such classifications are established by the water pollution control authority in accordance with the provisions of subsection (a) of this section and meet the requirements of the federal Water Pollution Control Act Amendments of 1972, P.L. 92-500, as from time to time amended.
(c) Any municipality may, by ordinance, provide for optional methods of payment of sewer use charges to the water pollution control authority by (1) elderly taxpayers who are eligible for tax relief under the provisions of section 12-129b, section 12-170aa or a plan of tax relief for elderly taxpayers provided by such municipality in accordance with section 12-129n or (2) any taxpayer under the age of sixty-five who is eligible for tax relief under the provisions of a plan for tax relief provided by such municipality in accordance with subdivision (2) of section 12-129n.


History: 1971 act changed return day to a day not less than 12 or more than 30 days after service—previously it was the “next” or “next but one” return day; P.A. 75-600 permitted classifications of users of system as well as classifications of property, changed alphabetic subdivision indicators to numeric ones and added Subsec. (b) re payments by municipality for charges to specified classifications of property or users; P.A. 76-436 substituted superior court for court of common pleas, effective July 1, 1978; P.A. 78-154 substituted water pollution control authority for sewer authority; P.A. 78-280 deleted reference to “county”; P.A. 82-472 deleted obsolete reference to county as venue for superior court; P.A. 83-513 provided that notice should be in a newspaper having a “general” circulation in the municipality; P.A. 91-98 added Subsec. (c) re optional payment plans, effective July 1, 1991, and applicable to assessment years commencing on and after October 1, 1991.

Assessment of charges for sewer connection not limited exclusively to statute; special act provisions effective. 160 C. 446. Cited. 171 C. 74; 213 C. 112; 216 C. 436; 220 C. 18; 231 C. 344.
Eastern Highlands Health District COVID-19 Update
DATE: 7/29/2022       TIME: 10:00 AM       COMPLETED BY: A. Bloom

TOWN LEVEL DATA

<table>
<thead>
<tr>
<th>TOWN</th>
<th>Andover</th>
<th>Ashford</th>
<th>Bolton</th>
<th>Chaplin</th>
<th>Columbia</th>
<th>Coventry</th>
<th>Mansfield</th>
<th>Non-student</th>
<th>Scotland ++</th>
<th>Tolland</th>
<th>Willington</th>
<th>EHHD Totals</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cumulative Cases</td>
<td>525</td>
<td>764</td>
<td>778</td>
<td>449</td>
<td>1,001</td>
<td>2,188</td>
<td>3,067</td>
<td>126</td>
<td>2,396</td>
<td>846</td>
<td></td>
<td>12,140</td>
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<tr>
<td>Change from last week</td>
<td>2</td>
<td>2</td>
<td>4</td>
<td>0</td>
<td>7</td>
<td>16</td>
<td>26 (18)</td>
<td>1</td>
<td>20</td>
<td>9</td>
<td>87</td>
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<tr>
<td>Two week change</td>
<td>3</td>
<td>4</td>
<td>8</td>
<td>3</td>
<td>12</td>
<td>26</td>
<td>47 (38)</td>
<td>2</td>
<td>32</td>
<td>17</td>
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<tr>
<td>Deaths</td>
<td>6</td>
<td>5</td>
<td>6</td>
<td>3</td>
<td>13</td>
<td>12</td>
<td>34 (34)</td>
<td>2</td>
<td>25</td>
<td>4</td>
<td>110</td>
<td></td>
</tr>
</tbody>
</table>

CONNECTICUT TOTALS (July 28, 2022)

<table>
<thead>
<tr>
<th>Number of cumulative cases</th>
<th>Change from last week</th>
<th>Change from two weeks</th>
<th>Current hospitalizations*</th>
<th>Two week change in hospitalizations</th>
<th>Deaths</th>
</tr>
</thead>
<tbody>
<tr>
<td>852,438</td>
<td>6,412</td>
<td>11,546</td>
<td>328</td>
<td>35</td>
<td>11,102</td>
</tr>
</tbody>
</table>

Data Sources: CTDSS and CT DPH; cumulative town counts as of 7/28/2022; reporting period for two week town level case counts is 7/10/2022 through 7/23/2022.
*Current (net) number of hospitalizations; it is not a cumulative count. ++ Scotland case count likely lower than actual positive cases due to residents using Baltic, North Windham and Hampton as a mailing address.

EHHD RESIDENTS WHO RECEIVED COVID-19 VACCINE*

<table>
<thead>
<tr>
<th>TOWN</th>
<th>Est. population</th>
<th>5-11 years</th>
<th>12-17 years</th>
<th>18-24 years</th>
<th>25-44 years</th>
<th>45-64 years</th>
<th>65+ years</th>
<th>Total pop.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>% 1 dose</td>
<td>% Full vax</td>
<td>% 1 dose</td>
<td>% Full vax</td>
<td>% 1 dose</td>
<td>% Full vax</td>
<td>% 1 dose</td>
</tr>
<tr>
<td>Andover</td>
<td>3,236</td>
<td>25</td>
<td>23</td>
<td>60</td>
<td>59</td>
<td>77</td>
<td>71</td>
<td>77</td>
</tr>
<tr>
<td>Ashford</td>
<td>4,255</td>
<td>36</td>
<td>33</td>
<td>70</td>
<td>66</td>
<td>70</td>
<td>62</td>
<td>70</td>
</tr>
<tr>
<td>Bolton</td>
<td>4,884</td>
<td>53</td>
<td>49</td>
<td>75</td>
<td>72</td>
<td>77</td>
<td>73</td>
<td>88</td>
</tr>
<tr>
<td>Chaplin</td>
<td>2,239</td>
<td>40</td>
<td>35</td>
<td>78</td>
<td>73</td>
<td>63</td>
<td>56</td>
<td>68</td>
</tr>
<tr>
<td>Columbia</td>
<td>5,379</td>
<td>44</td>
<td>40</td>
<td>59</td>
<td>58</td>
<td>74</td>
<td>70</td>
<td>80</td>
</tr>
<tr>
<td>Coventry</td>
<td>12,407</td>
<td>47</td>
<td>44</td>
<td>67</td>
<td>65</td>
<td>68</td>
<td>63</td>
<td>82</td>
</tr>
<tr>
<td>Mansfield ^</td>
<td>25,487</td>
<td>56</td>
<td>52</td>
<td>80</td>
<td>76</td>
<td>92</td>
<td>87</td>
<td>96</td>
</tr>
<tr>
<td>Scotland</td>
<td>1,672</td>
<td>24</td>
<td>23</td>
<td>47</td>
<td>44</td>
<td>66</td>
<td>58</td>
<td>52</td>
</tr>
<tr>
<td>Tolland</td>
<td>14,618</td>
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<td>40</td>
<td>76</td>
<td>75</td>
<td>95</td>
<td>88</td>
<td>85</td>
</tr>
<tr>
<td>Willington</td>
<td>5,864</td>
<td>36</td>
<td>34</td>
<td>61</td>
<td>57</td>
<td>33</td>
<td>30</td>
<td>87</td>
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<tr>
<td>EHHD</td>
<td>80,041</td>
<td>44</td>
<td>41</td>
<td>71</td>
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<td>85</td>
<td>80</td>
<td>83</td>
</tr>
<tr>
<td>CT</td>
<td>3,631,470</td>
<td>**</td>
<td>**</td>
<td>**</td>
<td>**</td>
<td>**</td>
<td>**</td>
<td>**</td>
</tr>
</tbody>
</table>

Data Source: Connecticut immunization registry CT DPH as of 7/28/2022; *Vaccination data for Mansfield includes current 5/6/2022 data from UCONN (https://coviddashboard.uchc.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.

Preventing Illness & Promoting Wellness for Communities In Eastern Connecticut
Andover • Ashford • Bolton • Chaplin • Columbia • Coventry • Mansfield • Scotland • Tolland • Willington
NOTE: All counts by town 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: 8/5/2022 TIME: 11:00 AM COMPLETED BY: A. Bloom

**TOWN LEVEL DATA**

<table>
<thead>
<tr>
<th>TOWN</th>
<th>Andover</th>
<th>Ashford</th>
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</thead>
<tbody>
<tr>
<td>Cumulative Cases</td>
<td>532</td>
<td>767</td>
<td>781</td>
<td>450</td>
<td>1,009</td>
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<td>Change from last week</td>
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<td>4</td>
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<td>23 (19)</td>
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<td>168</td>
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<tr>
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<td>7</td>
<td>9</td>
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**CONNECTICUT TOTALS (August 4, 2022)**

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<tr>
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<th>Change from last week</th>
<th>Change from two weeks</th>
<th>Current hospitalizations*</th>
<th>Two week change in hospitalizations</th>
<th>Deaths</th>
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</thead>
<tbody>
<tr>
<td>857,870</td>
<td>5,432</td>
<td>11,844</td>
<td>352</td>
<td>59</td>
<td>11,130</td>
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</tbody>
</table>

Data Sources: CTEDSS and CT DPH; cumulative town counts as of 8/4/2022; reporting period for two week town level case counts is 7/17/2022 through 7/30/2022.
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Data Source: Connecticut immunization registry CT DPH as of 8/4/2022; *Vaccination data for Mansfield includes current 5/6/2022 data from UCONN (https://coviddashboard.uchc.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 - July 30, 2022

NOTE: All counts by town 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.

EHHD Confirmed Weekly Case Totals Nov. 6, 2021 - July 30, 2022

Age Distribution of Positive COVID-19 Cases in EHHD
January 30, 2022 - July 30, 2022
n=2559  170 known UConn Student Cases

Preventing Illness & Promoting Wellness for Communities In Eastern Connecticut
Andover • Ashford • Bolton • Chaplin • Columbia • Coventry • Mansfield • Scotland • Tolland • Willington
JEROME J. SPEARS
29 Eastbrook Heights, Unit B
Mansfield Center, CT 06250

860-456-8149
jjspears@charter.net

July 24, 2022

Chief Brad Mitchell
Mansfield Fire Department
4 South Eagleville Road
Storrs – Mansfield, CT 06268

Dear Chief Mitchell:

On the afternoon of Saturday July 9th a Propane tank owned by Suburban Propane (our provider) begin leaking a significant quantity of gas from their 1,000 gal tank located between Buildings 71 and 69 at Eastbrook Heights Condominiums. One of our residents smelled the gas and called the Mansfield Fire Department. Your Department immediately dispatched a fire engine and ambulance and related support personnel and equipment to the property to address the leak and prevent a fire and possible injury to our residents.

I am writing to personally thank you for the efficient and professional way you and your department handled this situation during the approximately five and a half to six hours you were on the property dealing with this threat and ensuring that it was eventually safe for the residents of these two buildings to return to their homes.

I particularly appreciated your efforts to keep me informed of what was happening so I could let our residents know what to expect. Your suggestion that we ask residents in other building to open their Units to the residents who were displaced so they could cool off, get a drink of water and just rest for a few minutes was also really appreciated.

Thank you again for the outstanding way you and your department did handling this situation. It was impressive.

Sincerely,

Jerry Spears, President
Eastbrook Heights Condominium Association, Inc

CC: Ryan J. Aylesworth, Town Manager ✓
To: Mansfield Town Council; Ryan J. Aylesworth, Town Manager  
From: Cemetery Advisory Board  
Date: July 25, 2022  
Re: Gurley Cemetery Expansion

The Cemetery Advisory Board and Town Sexton, Mary Landeck, would like to alert the Town Council and Town Manager to their concerns regarding the future availability of burial space in Mansfield, especially in the popular Gurley Cemetery.

Only about 51 full burial plots and 12 cremation plots remain available for sale in the Gurley Cemetery. Additionally, a lack of space for parking continues to plague this historic and active cemetery.

The Gurley Cemetery is adjacent to vacant land owned by the State of Connecticut. Purchasing a portion of the land would provide the space necessary to responsibly plan for future burials as well as provide space for parking which is sorely needed for burial services and visitations.

Following is a snapshot of burial space availability in the Town’s three active cemeteries:

**AVAILABLE CEMETERY LOT REPORT**  
July 1, 2021  
**ACTIVE CEMETERIES**

<table>
<thead>
<tr>
<th>Cemetery</th>
<th>Full Burial Plots Available</th>
<th>Cremation Plots Available</th>
<th>Undeveloped Plots Available</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Mansfield Center</td>
<td>614</td>
<td>49</td>
<td>95</td>
</tr>
<tr>
<td>Gurley</td>
<td>51</td>
<td>12</td>
<td>n/a</td>
</tr>
<tr>
<td>Riverside Burying Grounds</td>
<td>0</td>
<td>184</td>
<td>n/a – scattering lot with no set limit</td>
</tr>
</tbody>
</table>

Three of Mansfield’s inactive, historical cemeteries may have potential space for cremation burials on top of existing full burials however the Board and Sexton do not recommend further burials in these cemeteries as 1) bore sampling would need to be conducted to ensure the current burials are deep enough to accommodate a cremation burial on top and 2) there is no parking available at these historic burial sites.
MEMO

To: Ryan Aylesworth, Town Manager
CC: Cynthia van Zelm, Executive Director, Mansfield Downtown Partnership, Inc.
From: Kathleen M. Paterson, Senior Communications Manager, Mansfield Downtown Partnership, Inc.
Date: Thursday, August 4, 2022
Subject: Responses from ARPA Local Business Fund Recipients

ARPA Local Business Fund Program
Mansfield Downtown Partnership staff recently notified recipients of the Town of Mansfield’s ARPA Local Business Fund Program of the decision to award funds. We have received several appreciative responses from recipients, including the following messages:

“I am so very grateful for your generous consideration in dispersing the ARPA funds! All I can say is thank you! The town of Mansfield has been so supportive of the local businesses during the pandemic. You just made my night and so much more!” – Brian Batherson

“Thank you so much. Greatly Appreciated.” – Steve Comins

“Thank you so much for letting me know of the approval. I appreciate it very much... These funds will provide me a portion of some of the income from missing 7 months of work during the pandemic. It is very much appreciated to know that I have the support of my community.” – Sara Heumann

“Thank you so much. This is exciting new[s]. We are very happy to have received the ARPA funds. They will certainly be put to good use.” – Nancy McKenney

“I am so pleased about being awarded the [grant]. It will be a tremendous help to me. I look forward to hearing from you and the next steps. Thank you so much.” – Ellen Nass

“We greatly appreciate your help on this and commitment to help businesses!” – Irene Schein

“Thank you very much! I appreciate your help.” – Rebecca Sokolski