



TOWN OF MANSFIELD, CONNECTICUT ANNUAL REPORT

FISCAL YEAR 2010-2011



Storrs Center Groundbreaking Ceremony
June 29, 2011

www.MansfieldCT.gov

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For current Town of Mansfield information, news and announcements:

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Audrey P. Beck Municipal Building
4 South Eagleville Road
Mansfield, CT 06268

HOURS

M/T/W..... 8:15am to 4:30pm

Thursday..... 8:15am to 6:30pm

Friday..... 8:00am to 12:00pm

The Audrey P. Beck Municipal Building is located at the junction of Route 195 and Route 275, one-quarter mile south of the University of Connecticut campus.

The Mansfield Public Library, the Mansfield Board of Education, the Mansfield Community Center, the Animal shelter, the Mansfield Senior Center and the Mansfield Public Works Garage follow their own established schedule of operations.

MANSFIELD FACTS

Area: Mansfield is 45.5 square miles.

Population: In 2011, Mansfield had an estimated population of 25,268.

Registered Voters: As of January 2011, Mansfield had 10,392 registered voters: Democrats - 4,286; Republicans - 1364; Unaffiliated - 4,678; Other - 65.

Form of Government: Mansfield has a Council - Manager form of government, in addition to an annual town meeting. (The 2012 Annual Town Meeting will be held on May 8, 2012 at 7:00PM in the Mansfield Middle School Auditorium.)

Tax Rate: The mill rate for Fiscal Year 2009/10 was 26.68 mills.

Net Grand List: In Fiscal Year 2009/10 Mansfield's net grand list was \$973,722,578.

Fire Protection: Mansfield has 3 fire stations with a combination of volunteer and paid personnel.

Police Services: Mansfield provides police services with nine state troopers and three part-time town officers.

Schools: Mansfield has 3 elementary schools (PK-4) - Goodwin, Southeast and Vinton; one middle school (5-8) - Mansfield Middle School; and one regional high school (9-12) - E.O. Smith High School.

Student Enrollment: In October 2010, Mansfield had a total enrollment of 1,326 in grades PK-8 and 1,225 in grades 9-12 (596 Mansfield residents).

TOWN COUNCIL

Elizabeth C. Paterson, Mayor

The Town of Mansfield operates under the Council-Manager form of local government, with the Town Council acting as the legislative and policy-making body and exercising all powers of the Town except those specifically vested elsewhere by town charter or state statutes. The nine-member Town Council is elected biennially on an at-large basis. Council members serve without pay and elect one of their fellow members to serve as Mayor. The Town Council conducts its regular meetings on the second and fourth Monday of each month, and holds special meetings as needed. The Council also has three standing committees - Committee on Committees, Finance and Personnel. Ad hoc committees are appointed to review particular issues and submit recommendations to the full Council.

The Town of Mansfield is a member of the Connecticut Conference of Municipalities, the Eastern Highlands Health District, the Mansfield Downtown Partnership, the National League of Cities, and the Windham Region Council of Governments.

Accomplishments for FY 2010-2011

- Maintained active involvement with the Mansfield Downtown Partnership (three council members currently sit on the Partnership's Board of Directors). Approved development agreement between the Town and Storrs Center Alliance, LLC and Education Realty Trust, Inc. Continued design process for the Storrs Center Intermodal Center and discussion on related parking issues.
- Continued to serve on a number of advisory committees such as the Sustainability, Community Quality of Life, and Public Safety committees. Ad hoc Council sub-committees such as Regionalization and Ordinance Review met on an as needed basis.
- Adopted the Ordinance Regarding the Procedure for Administration and Fiduciary Oversight of Town Finances. Revised the Fee Waiver Ordinance. Continued review of potential revisions to the Ethics Ordinance. Adopted an Open and Transparent Government Policy. Revised Fair Housing Policy and adopted a Fair Housing Resolution. Updated the Council's Rules of Procedure.
- Conducted numerous workshops regarding Mansfield Public Schools elementary school facilities. Evaluated and analyzed options regarding construction/renovation of elementary school facilities.
- Continued to help lead the Mansfield Community-Campus Partnership (MCCP), which strives to improve the quality of life for all members of the community and to promote positive community-campus relations. Working with staff, MCCP implemented a pilot blight and litter reduction program in the Hunting Lodge Road neighborhood.
- Co-sponsored several successful community events, including the *Tour de Mansfield* (bike tour), *Festival on the Green* and *Winter Fun Day* in collaboration with the Mansfield Downtown Partnership.
- Monitored various community developments and issues affecting Mansfield residents such as water/wastewater issues, the USDA/UConn Animal Health Research Center, and the Spring Weekend Task Force.
- Published a *Citizen's Guide to the Budget – 2011 Edition*.

Plans for FY 2011-2012

- Embrace sustainability and use as a principle in decision making.
- Make progress on the physical components of the Mansfield Downtown Partnership "Storrs Center" project.

- Make a decision on the school building project that protects the quality of our educational system.
- Maintain core services despite declining revenues.
- Improve quality of life for residents of neighborhoods close to the UCONN campus.
- Improve tradition of open and transparent government.
- Improve active recreation facilities for youth.
- Remediate environmental issues.
- Continue to support and improve senior services.

TOWN MANAGER'S OFFICE

Matthew W. Hart, Town Manager

The Town Manager is appointed by the Town Council to serve as the chief executive officer of the Town, and is charged with implementing Council policy and overseeing the work of all Town departments. In addition, the Town Manager serves as the Director of Public Safety, the Personnel Officer and the legal Traffic Authority. The Town Manager's staff is directly responsible for human resources and risk management, and provides staff support to the Town Council and various advisory boards and committees.

Accomplishments for FY 2010-2011

- *Budget:* Worked with Town Council and key stakeholders to prepare FY 2011/12 operating and capital budgets.
- *Capital projects:* Completed Hunting Lodge Road bikeway/walkway and initiated construction of Birch Road bikeway/walkway connector; completed MMS fuel conversion project. Assisted Town Council with review of proposed school building project. Prepared capital budget recommendation to finance design and permitting for Four Corners water and wastewater project.
- *Community-campus relations:* Continued work with Community Quality of Life Committee to develop additional ordinances to promote quality of life and promote public safety. Worked cooperatively with UCONN to connect over a dozen students with work experience opportunities in Mansfield; most students completed work assignments and projects for the Town at no (direct) cost to Mansfield.
- *Committee support:* Continued to support work of Council and advisory committees such as ad hoc Regionalization Committee, Committee on Community Quality of Life, Ethics Board, Four Corners Water and Sewer Committee, Mansfield Community Campus Partnership, Ordinance Review Committee, Personnel Committee, Public Safety Committee, Storrs Center Parking Steering Committee and Town-University Relations Committee.
- *Community development:* Completed several small projects such as ADA improvements to Community Center family changing room, roof improvements to Mansfield Senior Center and housing rehabilitation projects. Applied in spring 2011 for housing rehabilitation funds. Updated policies and procedures for administration of CDBG funds. Made substantial progress on archiving Small Cities Program files.
- *Economic development:* Executed agreement with state for \$10 million urban action grant to finance Storrs Center parking garage; assisted in establishment of Storrs Center parking steering committee; initiated design of all Storrs Center public infrastructure projects; completed negotiations and executed Storrs Center development agreement with developer parties. Continued development of more comprehensive economic development program for Town.
- *Independent/assisted living project:* Served as liaison to Council's preferred developer; assisted preferred developer with review of water supply options.

- *Police study:* Initiated police services study to determine present and future needs as well as options for providing police services in Mansfield.
- *Regionalism:* Participated in regionalism discussions with Windham staff and elected officials in such areas as public works, parks and recreation, human services and library services. UCONN students assisted in review of opportunities for sharing parks and recreation services between Mansfield and Windham.
- *Strategic planning:* Continued to assist Council with prioritization and implementation of the strategic plan. Provided periodic updates to Council on progress made to achieve the goals of Mansfield 2020: A Unified Vision.
- *Sustainability:* Participated as member of sustainability advisory committee; continued greenhouse gas emissions inventory and analysis.

Plans for FY 2011-2012

- *Budget:* Develop proposed FY 2012/13 operating and capital budgets.
- *Capital projects:* Assist Town Council with continued review of school building project. Complete Birch Road walkway project; continue engineering and design for Four Corners water and wastewater project.
- *Committee support:* Continue to support work of assigned advisory committees and Town Council.
- *Community-campus relations:* Continue efforts to promote quality of life and positive community-campus relations, including implementation of additional regulatory measures.
- *Community development:* Prepare application to Small Cities Community Development Block Grant Program.
- *Economic development:* Complete preparation of Storrs Center parking management plan; complete design and initiate construction for Storrs Center infrastructure projects. Continue work with staff committee and other key stakeholders to develop more comprehensive economic development program focused on business retention and recruitment.
- *Independent/assisted living project:* Continue to serve as liaison to Council's preferred developer and assist with water supply and other site development issues.
- *Police study:* Complete police services study to determine present and future needs and review options to provide future police services in Mansfield.
- *Strategic planning:* Continue implementation of various aspects of *Mansfield 2020: A Unified Vision* (strategic plan).

ANIMAL CONTROL

Noranne Nielsen, Animal Control Officer

The Animal Control Department consists of a full-time Animal Control Officer, a part-time Assistant Animal Control Officer and one seasonal part-time kennel cleaner. The department is responsible for the enforcement of State Statutes concerning canines, felines and sick wildlife, and for managing the Mansfield Animal Shelter. Animal Control responds to complaints from residents concerning dog problems, any animal bites and/or scratches to humans and impounding of stray dogs. The department also issues infractions, misdemeanors, written warnings, notices to license dogs, notices to vaccinate animals against rabies, notices to spay or neuter cats, strict confinement orders, close observation orders, quarantine orders, restraining orders, and disposal orders. In addition, Animal Control is responsible for the redemption of impounded animals and the adoption or disposal of unclaimed animals. Each year a door-to-door canvas covering one-fifth of the town is conducted in search of unlicensed dogs and unvaccinated and unaltered cats. The main purpose of this survey is to get as many pets as possible vaccinated for rabies. Vaccinating pets places a barrier against rabies between wildlife and humans.

Accomplishments for FY 2010-2011

- Responded to approximately 1850 complaints, issued 230 warnings, 117 notices to license and 10 infractions.
- Quarantined 8 dogs and 3 cats. Impounded 237 animals of which 65 were reclaimed, 156 were adopted out to new owners, 6 were struck by vehicles, and 14 were too sick or aggressive to place.
- Issued 11 notices to spay/neuter under the cat spay/neuter ordinance.

Plans for FY 2011-2012

- Continue with volunteer and community service/senior projects program on a time available basis.
- Design and implement software for financial reports.
- Continue education to the public and school children. School topics include: dog bite prevention, dangers of rabies and humane treatment of animals.
- Conduct the door-to-door canvas for unlicensed and unvaccinated pets and unaltered cats.

MANSFIELD BOARD OF EDUCATION

Frederick A. Baruzzi, Superintendent
429-3350

The Public Schools of Mansfield value the important contributions of students and teachers from diverse racial, ethnic and economic backgrounds. As a culturally and socio-economically diverse school district, the Mansfield Public Schools make every effort to provide equal opportunity for all students. We are dedicated to ensuring that all students have access to every program through heterogeneously-grouped classes and multiple levels of access.

June 2011 Enrollment

Grade	Goodwin	Southeast	Vinton	Grade	MMS	District
PreK	29	29	32	5	144	
K	37	49	46	6	141	
1	28	40	59	7	145	
2	39	47	39	8	147	
3	38	45	50			
4	28	50	52			
Total	199	260	278		577	1314

Accomplishments for FY 2010-2011

- Elementary schools offered Spanish language in grades 2 through 4, placing strong instructional emphasis on the cultures of the Hispanic world.
- At Goodwin School, a Student Backpack Brigade filled backpacks and donated them to area shelters and the PTO organized Diversity Mixers culminating in an International Potluck Dinner.
- At Southeast School, there were cultural, musical, and artistic assemblies and community service projects to raise money and/or collect food, clothing, blankets and toys to donate to needy families.
- At Vinton School, the PTA provided monthly access to cultural, artistic, and musical assemblies and on-site museum programs to bring enrichment opportunities to children regardless of economic background.

- Mansfield Middle School offered four different world languages (French, Spanish, German and Latin), and a German and Chinese student exchange program. Afterschool programs offered exploratory and enrichment opportunities outside the regular classroom.
- All schools participated in integrated art and dance programs and an inter-district summer Academy of International Arts and Science Studies, a ten-school-district summer camp program that has helped to reduce racial, ethnic and economic isolation.
- Our elementary and middle school students performed well on the Connecticut Mastery Test. We continue to analyze any changes in student performance data, as well as individual student longitudinal test results, to identify needs for program adjustments.
- On the 2011 CMT, Mansfield Public Schools students achieved State Goal at the following rate:
 - ⇒ Mathematics: Grade 8 – 80.0%, Grade 7 – 76.8%, Grade 6 – 78.6%, Grade 5 – 88.7%, Grade 4 – 80.2%; Grade 3 – 84.6%
 - ⇒ Reading: Grade 8 – 85.5%, Grade 7 – 82.1%, Grade 6 – 77.9%, Grade 5 – 78.7%, Grade 4 – 75.4%, Grade 3 – 72.3%
 - ⇒ Writing: Grade 8 – 83.7%, Grade 7 – 75.5%, Grade 6 – 75.0%, Grade 5 – 78.7%, Grade 4 – 75.6%, Grade 3 – 72.7%
 - ⇒ Science: Grade 8 – 89.0%, Grade 5 – 85.2%

Plans for FY 2011-2012

- Improvement plans for all four schools include an assessment protocol being implemented for the fourth year to more closely monitor student achievement. Specific goals focus on moving more students from Level 3 to Level 4 (State Goal) in all four areas of the Connecticut Mastery Test, by intervening early through increased instructional time (through full-day kindergarten), to differentiated instruction, more efficient use of support services, and align instruction with curricular goals for greater student achievement.
- Help every student to be a confident and successful learner.
- Attract, hire, support, and retain qualified and motivated professional staff.
- Continue to improve the effectiveness of the Board of Education.
- Monitor and regularly assess the District's status and requirements with respect to the quality of facilities, sufficiency of space, level of security, adequacy of maintenance, and reliability of student transportation.
- Reduce energy consumption and minimize the District's environmental impact.

The Mansfield Board of Education has a long-established tradition of equitable distribution of resources to ensure that each school in the district receives the same level of material and financial resources. Assurance that resources are equally shared is fundamental to the purpose of American public education and the Mansfield Public Schools are proud stewards of this national commitment to equity.

DEPARTMENT OF BUILDING AND HOUSING INSPECTION

Michael E. Nintean, Director

The Department is responsible for the administration and enforcement of the Connecticut Building and Demolition Codes, as well as the Town Housing Code, Litter ordinance and Residential Parking ordinance. The Building division accepts and reviews construction documents for all construction projects within the Town with the exception of those on state and federal property. Documents are reviewed to determine compliance with the State Building Code. Staff also coordi-

nates and directs applicants to all other applicable Town departments. Periodic site inspections are conducted to confirm compliance with the submitted documents and the Building Code. Reports are issued if violations are noted and follow-up inspections are conducted to assure code compliance. Upon completion of projects a certificate of occupancy or approval is issued pursuant to state statutes. The department is also on call 24 hours a day to inspect structures and equipment damaged by fire or accident to determine what if any action is necessary. The Housing division enforces the Property Maintenance Code as adopted for rental dwelling units within Town. The department responds to complaints on a town wide basis and inspects approximately 1190 units within an overlay zone that includes 75% of the rental dwelling units in Mansfield. Complaints are investigated and if violations are observed proper action is taken to assure the abatement of the violation(s) pursuant to the provisions of the Property Maintenance Code. The rental units within the overlay zone are inspected once every 2 years as determined by the implementation schedule of inspection. If the unit is in compliance a certificate is issued when the \$150 fee has been paid. If violations are found proper action is taken pursuant to the code.

Accomplishments for FY 2010-2011

- All inspectors attended required educational seminars to maintain State licenses.
- Continued daily department activity of permitting, plan review and inspection.
- Maintained Landlord Registry & Rental Certification zone documentation.
- Continued work with the MCCP committee including site visits and attendance at the annual Housing Fair.
- Worked on enactment of the “Residential Parking” ordinance.
- Worked on creation of the proposed “Nuisance House” ordinance.
- Continued blight patrols to enforce Litter ordinance.
- Wrote first draft of possible All-Terrain Vehicle ordinance.
- Worked with staff committee reviewing “Fire Prevention Fee” ordinance and suggested adjustments.
- Interviewed and began search for fee ordinance collection vendor.
- Investigated online permitting vendors.
- Began administration of Building code for “Storrs Center” project.

Plans for FY 2011-2012

- Continue to implement enforcement of the Housing Code.
- Continue normal Building Department functions i.e. permitting, plan review, inspections etc.
- Continue to implement the “Residential Parking” Ordinance.
- Work with the Community Quality of Life committee as directed to explore means to address quality of life issues.
- Continue to work with MCCP committee.
- Complete staff work on proposed ordinances and administer as appropriate.
- Work to hire ordinance fee vendor.
- Explore online permitting and code enforcement software.

MANSFIELD DOWNTOWN PARTNERSHIP, INC.

Cynthia van Zelm, Executive Director

The Mansfield Downtown Partnership, Inc. is an independent, non-profit organization. Its mission is to strengthen and revitalize the three commercial areas of Storrs Center, Mansfield Four Corners, and King Hill Road by retaining and improving existing businesses, attracting new business, and initiating real estate development and public improvements that are consistent with physical master plans. In addition, the Partnership will hold special events and acts as an advocate

for the three commercial areas. As a public-private partnership, the organization is composed of representatives from the community, business, the Town of Mansfield, and the University of Connecticut.

Accomplishments for FY 2010-2011

- Construction began on Phase 1A of Storrs Center which will include approximately 127 apartment units and 27,000 square feet of commercial space. A ceremonial groundbreaking was held on June 29, 2011 with speakers including Governor Dannel Malloy, Congressman Joe Courtney, State Senator Donald E. Williams, Jr, State Representative Gregory Haddad, Secretary of the State Denise Merrill, University of Connecticut President Susan Herbst, and Mansfield Mayor Betsy Paterson. Over 300 people attended the groundbreaking.
- Received a \$4.9 million Federal Transit Administration competitive grant for intermodal center and Village Street for a total of \$23 million in federal and state resources for Storrs Center.
- Storrs Center master developer LeylandAlliance entered into an agreement with Education Realty Trust to develop the first two phases of Storrs Center. The estimated total development cost of these two phases is \$60 million.
- Worked with the Town on the design of the parking garage; Desman Associates began work in December 2010; a zoning permit was authorized in May 2011; and a pre-cast contractor was selected in spring 2011.
- Worked with the Town on the design of the intermodal center; Gregg Wies & Gardner Architects began work in December 2010; a zoning permit was authorized in May 2011.
- Worked with the Town on the design of the Village Street; Gregg Wies & Gardner's subconsultant BL Companies began work in early 2011.
- Worked with the Town and BL Companies on the design of improvements to Storrs Road and Dog Lane.
- Created a construction website (<http://storrscenterconstruction.blogspot.com>) to keep the public informed about the progress of construction, notification about any traffic delays, etc. An e-mail address for questions about the construction was also put in place.
- Worked with master developer LeylandAlliance to solicit businesses for Storrs Center. Thirteen letters of intent to be part of the first phase of Storrs Center were signed as of June 30, 2011, including the UConn Co-op.
- Continued regular parking steering committee meetings to develop comprehensive parking management plan for Storrs Center.
- Worked with the Town Manager to develop Town-wide economic and community development initiatives.
- Worked with University of Connecticut landscape architecture students to develop public spaces plan for downtown Mansfield.
- Organized second annual "Celebrate Mansfield Weekend" which included the 7th Annual *Festival on the Green*, featuring David Foster with the Shaboo All Stars, children's events, a juried art exhibit, and the Celebrate Mansfield Parade; a wine tasting benefit hosted by the Altnaveigh Inn and Restaurant; and the all-town community picnic, Picnicpalooza!, with musical entertainment by Flamingo.
- Held 5th annual Winter Fun Day in partnership with the Town of Mansfield and the Mansfield Community Center.
- Produced eleventh and twelfth Partnership newsletters highlighting the *Festival on the Green*, and the zoning permit authorization for Storrs Center Phases 1A and 1B.
- Assisted Town of Mansfield with the 5th Annual Tour de Mansfield: Village to Village Bike Tour in July.
- Continued public outreach to the community through meetings, presentations, and media in-

cluding print, website, facebook, radio, and TV, to promote plans to revitalize downtown Mansfield.

Plans for FY 2011-2012

- Complete construction of Phase 1A and open in August 2012.
- Complete design and construction of Storrs Road.
- Begin and complete construction of parking garage.
- Begin and complete construction of intermodal center.
- Begin and complete construction of Village Street.
- Begin construction of Phase 1B of Storrs Center.
- Complete parking management plan for Storrs Center.
- Complete downtown Mansfield public spaces plan including inventory and marketing strategies.
- Pursue local, state, federal, and private grant opportunities for planning and construction at Storrs Center, and projects and events.
- Monitor solicitation of commercial businesses by master developer LeylandAlliance; develop plan with LeylandAlliance for marketing of retail, restaurants, and offices in Storrs Center.
- Work with EDR on marketing of residential units in Storrs Center.
- Develop strategic plan for Partnership.
- Work with Town of Mansfield to hold 6th Annual Tour de Mansfield in July 2011.
- Coordinate Celebrate Mansfield Weekend events and publicity and hold 8th annual *Festival on the Green* in Storrs Center in September 2011.
- Hold 6th annual Winter Fun Day in February 2012.
- Produce newsletter in September 2011 and spring 2012.
- Continue outreach through publications including update of website, electronic mail, speaking engagements, and involvement on Town of Mansfield, University of Connecticut, and other organizational committees.

EASTERN HIGHLANDS HEALTH DISTRICT

Robert Miller, Director

The Towns of Bolton, Coventry, and Mansfield established the Eastern Highlands Health District on June 6, 1997 as a cooperative effort to pool their resources and create a regional full-time professional health department. Reducing costs and improving both the scope and quality of public health services in the community were the objectives of establishing the District. Seven more towns joined between 2000 and 2005: Andover, Ashford, Chaplin, Columbia, Scotland, Tolland and Willington. The mission of the Eastern Highlands Health District is to prevent illness and promote wellness in the communities it serves. The pursuit of this mission is realized by assuring that other community agencies provide certain public health services within the region and by providing specific public health services directly. The services directly provided include a communicable disease control program, public health education, community assessment and public health planning, emergency preparedness and a comprehensive environmental health program. The main components of the environmental health program include on-site subsurface sewage disposal permitting, complaint investigation program, food establishment licensing and inspection, and environmental monitoring program.

Accomplishments for FY 2010-2011

- Board of Directors adoption of an operating budget of \$717,200 for FY 11/12, which is a 0.3% reduction from the previous fiscal year.
- Milestones in public health emergency preparedness activities for this year include an \$83,000

grant for enhanced pandemic preparedness, the execution of a mutual aid agreement with the Mansfield BOE, and the development of a seasonal influenza vaccination plan for school aged children.

- Health promotion milestones for this fiscal year include a \$45,000 grant to provide technical support to CT ACHIEVE communities, the coordination of a Farm to Table event to support area farmer markets and raise awareness of childhood obesity, and the expansion of employee wellness programming to include cash-back incentives.
- Completed and closed out a 14-year monitoring program for nitrogen in residential wells in a local Mansfield neighborhood.
- Replaced and redesigned agency website resulting in significant improvements to online services.
- Completed monitoring program to measure environmental impact of road salt application in Tolland.
- Supported Town of Bolton high school construction, and first phase of sewer project.
- Communicable disease control activities included review of and follow up (as needed) with 950 case reports; conducting 15 disease outbreak or individual case investigations.
- Main indicators for environmental health district activity in Mansfield include: 110 site inspections for septic systems; 38 septic permits issued; 34 well permits issued; 30 complaints investigated; 39 environmental samples taken for lab analysis; 234 food establishment inspections and other health inspections; 50 B100a building permit reviews; and, 97 test pits and perc tests.

Plans for FY 2011-2012

- Continue to update and exercise local emergency response plans. Develop a funding strategy for long-term program continuation in anticipation of federal funding reductions.
- Continue to pursue other funding sources to maintain existing scope of quality services and possibly expand health promotion programs.
- Expand Be Well employee wellness program to other employers in the community.
- Develop and implement policy and environmental changes that promote healthy behaviors.
- Address the individual public health needs of member towns as they arise.

OFFICE OF EMERGENCY MANAGEMENT

John Jackman, Director

The goals of the Office of Emergency Management are to: prevent and minimize the loss of life and property due to a natural or technical disaster; reduce the amount of personal hardship; ensure that essential services are provided to all residents during and after an emergency or disaster; and encourage the use of preplanning and preparedness to mitigate the effects of disasters and emergencies. To accomplish these goals the Office of Emergency Management reviews plans and seeks guidance from the Emergency Management Advisory Council, holds drills, develops Emergency Operations Plans, and coordinates the Town's response to emergencies or disasters. In addition the Office of Emergency Management administers the Town's Hazardous Materials Right To Know Program and Chemical Emergency Plans, and Voice Communications Fund.

Accomplishments for FY 2010-2011

- Completed elevating (living levels of the dwelling were elevated above the 100 year flood elevation) a single family residence on Thornbush Road utilizing a FEMA (Federal Emergency Management Agency) SRL (Severe Repetitive Loss) Grant in the amount of \$159,752.25. The purpose of the project was to reduce repetitive claims paid for losses due to flooding of the Willimantic River.
- Coordinated the response to and recovery from January 2011 snow storms and prepared

FEMA grant requests in the amount of \$41,615.97.

- The Mansfield EOP (Emergency Operations Plan) was reviewed and audited by the DEMHS (Department of Emergency Management and Homeland Security). The audit found the Mansfield EOP to be current and consistent with state and federal guidance.
- Serve as a member of the DEHMS Region IV REPT (Regional Emergency Planning Team) Steering Committee, representing WINCOG.
- Held several Emergency Management Advisory Council meetings.
- Worked with the DEMHS Region IV Regional Emergency Planning Team to revise the regional spending plan and implement the regional spending plans for Federal FYs 08, 09 and 10 and to update the regional Emergency Operations Plan.
- Continued to assist and support the Eastern Highlands Health District with planning for health emergencies.
- Participated in the annual DEHMS Region IV regional emergency operations drill.
- Prepared for and assisted with the Town's response to UConn's Spring Weekend.
- Conducted CPR and AED training for staff.
- Closed out the U.S. Department of Homeland Security Fiscal 2007 Grant Program.

Plans for FY 2011-2012

- Work with the DEMHS Region IV Regional Emergency Planning Team to implement the Federal FY 10 and 11 regional spending plan and to update the regional Emergency Operations Plan.
- Serve as a member of the DEHMS Region IV REPT (Regional Emergency Planning Team) Steering Committee representing WINCOG.
- Seek a new SLR Grant for an additional single family dwelling on Thornbush Road.
- Revise and update the Town's Emergency Operations Plan and Annexes to ensure that the EOP is consistent with the newly developed regional plans.
- Conduct an Emergency Management table-top exercise.
- Continue to administer the U.S. Department of Homeland Security Fiscal Year Grant Programs.
- Continue to seek funding opportunities.

FACILITIES MANAGEMENT DEPARTMENT

William Hammon, Director

The department is responsible for the maintenance and repair of Town buildings and equipment, including the Audrey Beck Municipal Building, Mansfield Public Library, three fire stations, Senior Center, Wellness Center, Public Works buildings, Mansfield Community Center, Bicentennial Pond buildings, Dog Pound, Landfill buildings, Mansfield Discovery Depot, Mansfield Downtown Partnership, Eagleville School House, Joshua's Trust, Maintenance Shop, Old Town Hall, School Bus Garage, Lion's Park Concession building and the former Town Office building, along with the four schools. Specific duties include septic tank maintenance; boiler and oil burner maintenance and repairs; well maintenance; electrical, plumbing and roof repairs; general building repairs; and vandalism and building equipment repairs. The department is staffed with full and part-time custodial personnel and skilled maintenance personnel. The department also maintains contracts with various vendors to provide annual service on fire and burglar alarms, hood systems, emergency generators, boiler cleaning and fire extinguishers, as well as providing exterminator service. The department has established an in-house preventative maintenance program to ensure that all buildings and related equipment are kept in good repair. Adequate maintenance parts and custodial supplies are kept on hand to guarantee uninterrupted use of the facilities.

Accomplishments for FY 2010-2011

- Completed Mansfield Middle School heating project.
- Completed 6,000 light bulb change out in all buildings.
- Installed new maintenance free fence at Buchanan Library.
- Built new training room at Bus Garage.
- Continued to complete work orders; approximately 150 per month.
- Added computer controls to boilers rooms for energy savings.
- Replaced 32 faulty heat control valves at Mansfield Community Center; installed new pumps for main pool and therapy pool.
- Completed installation of condensing boilers at maintenance shop.
- Completed solar panel installation at fire stations 107 and 307, Senior Center and Mansfield Public Library.
- Installed new sign at Town Hall.
- Installed noise control fence around co-gen at Mansfield Middle School.
- Mechanically cleaned drains at Vinton School and Goodwin School.
- Completed mandatory OSHA training for entire staff.
- Completed lighting project for new salt shed at Public Works.
- Ordered parts and made plans for MCC shutdown:
 - New shower basins.
 - New shower controls for men's locker room.
 - 2 de-humidifiers for locker rooms.
 - Hired and trained 2 new employees for MCC.
 - Made plans to improve emergency lights in pool area.
- Started installation of new boiler at Fire Station 107.
- Modified procedures manual for custodian/maintenance staff.
- Received re-imburement from State for emergency efficient projects.
- Investigate need for grease traps at senior center and day care center.
- Moved downtown partnership to Town Hall.
- Ordered aboveground tank for station 207.
- Completed summer cleaning projects one week ahead of schedule.
- Trained a staff member for lead testing and remediation.

Plans for FY 2011-2012

- Complete installation of energy efficient boilers at station 107.
- Remove underground fuel tank at station 207.
- Continue towards the goal of maintaining ninety percent completion of all incoming work orders.
- Continue to keep the town "green" in all ways possible.
- Become involved with the town's Sustainability Committee. Almost everything we do is to help the town reduce its carbon footprint. Our energy expertise would be a valuable asset to this committee.
- Continue to work with and support the School Building Committee with the school projects.
- Continue to look for energy saving projects, including additional free solar power installations and new energy efficient boilers.
- Keep our department under our present budget.
- Develop a catalogue of excess equipment held in storage.
- Install solar panels at all schools at no cost to the town.
- Install electric car charger.
- Modify our job descriptions and evaluations.

DEPARTMENT OF FINANCE

Cherie Trahan, Director

The Department of Finance provides centralized financial management services for the Town of Mansfield, the Mansfield Board of Education, Mansfield Discovery Depot daycare center, the Mansfield Downtown Partnership and by contract for the Region 19 School District, and Eastern Highlands Health District. The Director of Finance oversees, directs, and coordinates the activities of the divisions of Accounting and Disbursements, Revenue Collection, Property Assessment, Central Services, and Treasury Management.

Accomplishments for FY 2010-2011

- Received Certificate of Achievement for Excellence in Financial Reporting for both the Town and Regional School District 19.
- Prepared the fiscal year 2009-2010 Comprehensive Annual Financial Report for the Town of Mansfield, Regional School District No. 19 and Eastern Highlands Health District.
- Provided fiscal analysis and guidance for 2011-2012 budget in light of declining revenues.
- Achieved significant prior year delinquent tax collections through various collection methods, most notably a tax sale.
- Achieved a 99.1% real estate collection rate during very difficult economic times.
- Processed 360 real property ownership changes.
- Completed migration to a Window-based financial management system for more efficient and timely processing and reporting.
- Provided fiscal analysis and projections for a proposed major school building project.
- Issued \$2,840,000 in General Obligation Bonds to fund various capital projects.

Plans for FY 2011-2012

- Continue work with our State Representative to restore funding to Mansfield.
- Continue to investigate and analyze the potential for a major school building project.
- Prepare the fiscal year 2010-2011 Comprehensive Annual Financial Report for the Town, Region 19 and Eastern Highlands Health District.
- Apply for Certificate of Achievement for Excellence in Financial Reporting and for Distinguished Budget Presentation Award.
- Provide financial reporting and monitoring for the numerous state and federal grants received for the Storrs Center Project.

Expenditures 2010-2011	Amount	% of Total
General Government	\$2,255,782	5.3%
Public Safety	2,872,457	6.9%
Public Works	1,954,387	4.6%
Community Services	1,573,731	3.7%
Community Development	483,159	1.1%
Town-wide	2,303,027	5.5%
Transfers to Other Funds	1,668,260	3.9%
Education	29,075,081	68.9%
Total	42,185,884	100.0%

Revenues 2010-2011	Amount	% of Total
Property Taxes	\$25,366,647	59.8%
Federal/State	\$16,160,620	38.1%
Investments	\$28,090	0.1%
Other Local	\$834,683	2.0%
Total	\$42,390,040	100.0%

**Top Ten Taxpayers
October 1, 2010 Grand List**

The list percentages are calculated by dividing the individual property assessment by the October 1, 2010 Net Grand List Total of \$973,722,578.

Property Owner	Description	Assessment	% of Taxable Grand List
Connecticut Light & Power	Public Utility	\$ 11,894,406	1.22%
ING US Students No 8 LLC	Apartments	10,285,870	1.06%
Eastbrook F LLC	Eastbrook Mall	9,242,310	0.95%
ING US Students No 1 LLC	Apartments	8,371,580	0.86%
Celeron Square Associates	Apartments	7,360,360	0.76%
Colonial BT LLC	Apartments	6,342,280	0.65%
New Samaritan Corp	Nursing Home	5,368,370	0.55%
Glenn Ridge Cooperative Inc	Housing Co-Op	5,306,770	0.54%
Carriage Polo Run LLC	Apartments	4,895,240	0.50%
Hayes-Kaufman Mansfield Assoc.	Shopping Plaza	4,655,000	0.48%
Total Top Ten Assessments		\$ 73,722,186	7.57%

- Continue effective cash management and provide accurate and timely financial reporting for all entities.
- Provide various reports, analysis and schedules for the 2012-2013 proposed budget in light of a very unstable economy.
- Upgrade to a Window-based tax collection and assessor's administration system for more efficient and timely processing and reporting, and to provide for more online data and functionality for citizens.
- Investigate an upgrade to the Computer Assisted Mass Appraisal (CAMA) system to increase efficiency.
- Continue to update UConn building information onto the Assessor's database system.

General Fund
Schedule of Changes in Fund Balance—Budgetary Basis
For the Year Ended June 30, 2011

Designated for 2010/2011 Budget
 Undesignated

\$ 1,865,928

Fund Balance, July 1, 2010

\$ 1,865,928

	Original Budget	Amend- ment	Final Budget	Actual	Budget Comparison
Total revenues and transfers in	\$ 43,626,285		\$ 43,626,285	\$ 43,826,773	\$ 200,488

Appropriation of fund balance

Total appropriation, transfers in	43,626,285		43,626,285	43,826,773	200,488
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Total expenditures and transfers out:
 Town

	13,113,895		13,113,895	13,110,804	3,091
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Mansfield Board of Education

	20,588,160		20,588,160	20,587,584	576
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Contribution to Reg. #19 Board of Ed

	9,924,230		9,924,230	9,924,227	3
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Total expenditures

	43,626,285		43,626,285	43,622,615	3,670
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Results from budgetary operations

	-	-	-	204,158	204,158
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Fund balance, June 30, 2011

\$ 2,070,086

Fund balance:

Unreserved:

Designated for 2011/12 budget

Undesignated

2,070,086

Total Fund Balance

\$ 2,070,086

Note: Includes Federal Stimulus Funding sup-
 porting the ECS Grant of \$1,436,733

FIRE AND EMERGENCY SERVICES

David J. Dagon, Fire Chief

The Division of Fire and Emergency Services provides Fire and Life Safety Education, Fire Suppression, Rescue, and Emergency Medical Services (EMS) to the community. The combination workforce, made up of volunteer and career personnel is supported in its mission by the Mansfield Firefighters Association. The Division operates out of three strategically placed fire stations and records approximately 2,000 calls for service each year.

Accomplishments for FY 2010-2011

- The fire departments responded to a total of 1,818 calls for service. The breakdown of incidents is as follows: Fires 74; Rescue/EMS 1,113; False Alarms 105; Hazardous Condition 75; Service Call 171; Mutual Aid Given 229; All Other Responses 51.
- Conducted an entry level firefighter hiring process to fill a vacant full time firefighter position and a number of part time firefighter positions. Brian Jones was appointed to the position of full time firefighter.
- Replaced Marine 307 with a unit that enhances water rescue operations.
- Re-established the Incident Safety Officer program to ensure safe practices are in place at emergency incidents.
- The Mansfield Firefighters Association Explorer Program sent one of its members to a week long Introduction to the Fire Service program at the Connecticut Fire Academy. Another member of the program attended a week long Advanced Introduction to the Fire Service program at the Connecticut Fire Academy. (This program prepares potential future members of the department for the fire service.)
- Continued to staff the EMS (Emergency Medical Service) Duty Crew program during weekend nights of the University's fall semester. This year resulted in greater participation of members and a reduction in the department's reliance on mutual aid ambulances. The department's group of dedicated volunteers staffs the department's second ambulance.
- Continued work on the department's GIS (Geographic Information System) mapping project. A complete set of maps was prepared for each fire station. The maps provide detailed information on infrastructure critical to responses such as water sources, utilities, landing zones, etc.
- Conducted EMS in-service training and Quality Assurance programs monthly by Windham Community Memorial Hospital (WCMH). The sessions include relevant topics on emergency medical care and a review of specific calls for service.
- Provided Fire and EMS service during UConn's annual "Spring Weekend." The department has partnered with the UConn Fire Department to utilize available resources. This year a Unified Command Post was established at the UConn Public Safety Complex. Spring Weekend continues to challenge the fire departments' capacity to deliver services to both off campus housing complexes and the rest of the town.

Plans for FY 2011-2012

- Complete the entry level firefighter hiring process to fill vacant part time firefighter positions and conduct an orientation and training program that ensures the new employees are qualified to staff shifts.
- Establish a program to familiarize all department members with the Storrs Center construction site. A program of walkthroughs will acquaint members with the progress of the project and help guide the strategy and tactics used by the incident commander.
- Replace Ambulance 507.
- Complete negotiations with the firefighters union on a successor labor contract.
- Conduct officer promotional processes to adequately staff the Division's rank structure.

- Create a pre-fire plan template for Geographic Information System (GIS) that standardizes fire department related priorities during emergency responses. This effort will assist in preparing responding personnel to effectively manage incidents.
- Enhance EMS in-service training and Quality Assurance programs conducted by Windham Community Memorial Hospital (WCMH) through more consistent reviews of specific calls for service.
- Continue professional development of members through support for targeted training opportunities. Consider alternatives to volunteer officer position duties and responsibilities to provide supervisory and project management experience.
- Continue the review and evaluation of Fire Department safety policies and procedures and Standard Operating Guidelines.

OFFICE OF THE FIRE MARSHAL

John Jackman, Deputy Chief/Fire Marshal

The goals of the Fire Prevention Division (Office of the Fire Marshal) are to: prevent hostile fires and reduce their impact; enforce the fire codes; develop fire safe behavior in our population; encourage the use of built-in fire protection devices; and to provide fire protection resources and expertise to the community. To accomplish these goals the Fire Prevention Division inspects public buildings, provides Fire Prevention and Safety Education Programs, investigates fires, investigates complaints, and provides voluntary home safety surveys to residents. In addition, the Fire Prevention Division administers the Town's Open Burning Program, and Underground Petroleum Storage Tank Program.

Accomplishments for FY 2010-2011

- Reviewed and revised permitting process for new construction to simplify the permitting and record keeping requirements.
- In partnership with the Mansfield Board of Education and private schools, presented age appropriate Fire and Life Safety Education programs in all pre-K through 5th grade classrooms. The programs are designed to give students life long fire and life safety knowledge and skills.
- In cooperation with Planning and Zoning reviewed the Downtown Partnerships site plans.
- Conducted plan reviews for the first phases of the Mansfield Downtown Project.
- Prepared a SOG (Standard Operating Guide) for conducting and documenting fire investigations (applicable to Mansfield Fire Department staff who are certified at the Deputy Fire Marshal level).
- Worked with the University of Connecticut (Connecticut Water) and the Willimantic Water Works to stabilize fees for fire hydrants and water supplies for fire protection.
- Fostered a working partnership with the University of Connecticut Fire Department, Office of the Fire Marshal for the turnover of property for the Mansfield Downtown Project and for the build out of the project.
- Serve as the Chairperson of the State of Connecticut Fire Prevention Code Advisory Committee.
- Serve as a member of the State of Connecticut Codes and Standards Committee and as a member of the Code Amendment Subcommittee.
- Developed a revision of the Fire Preventions Fees Ordinance for the Town Council's consideration.
- Staff delivered the Fire Prevention and Life Safety Education Programs to the elementary schools, middle school, and daycare providers.
- Continued to administer the Fire Department Records Management System.
- Updated E911 system and related database.

Plans for FY 2011-2012

- Continue to enhance and expand the fire and life safety education programs that are offered to the community.
- Continue to serve as the Chairperson of the State of Connecticut Fire Prevention Code Advisory Committee.
- Continue to serve as a member of the State of Connecticut Codes and Standards Committee and as a member of the Code Amendment Subcommittee.
- Enhance the inspection program for existing buildings and occupancies to ensure compliance with the Connecticut Fire Safety Code and Fire Prevention Code.
- Build additional capacity within the Fire Prevention Division to inspect existing occupancies in compliance with best practices and state regulations by implementing electronic information systems for data entry, documentation and reporting.
- Monitor fire safety laws and regulations.

MANSFIELD HOUSING AUTHORITY

Rebecca Fields, Executive Director

Serving the towns of Mansfield, Coventry, Ashford, Willington and Chaplin, the Housing Authority of the Town of Mansfield provides housing assistance to its residents through three programs. It administers a federal housing assistance program through the Department of Housing and Urban Development (HUD) and owns and manages two state financed housing communities: a moderate income housing community designed for families, and a low income senior housing community designed for those over 62 years of age or disabled.

Section 8 Housing Assistance Program

The federal Section 8 Housing Choice Voucher Program can assist a monthly average up to 149 low-income families by sharing the cost of their rental payments to private landlords. This program requires annual inspections of each unit to ensure that both families and owners are keeping the unit in good repair and complying with HUD regulations. The Housing Authority is able to assist the towns with the collection of taxes from delinquent landlords, as HUD requires all landlords receiving federal monies to be current with their property taxes.

The utilization rate of the vouchers (number of monthly vouchers under contract versus number of monthly vouchers available for contract) for the fiscal year ending December 2011 was 89.49%. This represents a decrease over the 2010 utilization rate of 90.32%. This year has been another difficult one due to unemployment and or underemployment of families. The estimated average amount of rental assistance per family this year was \$653 per month versus HUD funding of \$609 per month. The Housing Authority made approximately \$1,045,913 in rental assistance payments on behalf of our participants in 2011. The average number of vouchers used this year was 133 per month. To utilize all 149 vouchers, more federal funding or lower costs per family will have to be realized.

The waiting list was opened in December 2010. Approximately 3000 applications were received and 250 families were placed on the waiting list in January 2011 via a lottery system. The waiting list is expected to be exhausted by the end of 2012 at which time the waiting list will reopen. Under the Section 8 Management Assessment Program (SEMAP) the Mansfield Housing Authority was again designated as a High Performer which requires a SEMAP score over 95%.

Holinko Estates

Holinko Estates is a state financed housing community for moderate income families. It consists

of 35 rental units for moderate income families which include 21 two (2) bedroom units, 13 three (3) bedroom units and 1 four (4) bedroom unit. Eight of the two (2) bedroom units and one of the three (3) bedroom units are flats with the remaining units being townhouse style apartments. Stoves and refrigerators continue to be purchased as units turn over and will part of the leased unit in the future. Previously, tenants were required to provide their own appliances which does not reflect the market.

The waiting list is currently open. There are 32 applicants on the waiting list. The average turn over rate for this housing community is 8 to 9 units per year. Nine units turned over in 2011 and it is expected that the turnover rate for 2012 will also be 9 units.

In late 2010 The Housing Authority Board of Commissioners placed an unsuccessful bid, through HUD, on a defaulted loan secured by 231 local apartment units. Through 2011, the Board continued its discussion on how to increase affordable housing that would also be financially sustainable in the long term.

Wright's Village

Wright's Village is a state financed housing community for moderate and low income senior and younger disabled individuals. It consists of 40 one (1) bedroom units. Thirty units were built in 1979/1980 and ten were built in 1984/1985. There have been considerable upgrades and repairs or replacements made to this community over the past ten (10) years including, new roofs and gutters, interior and exterior lighting replacement, bathtub conversions to walk-in showers in 13 units, kitchen cabinets and countertop replacement, and refrigerator and stove replacement.

This year the Housing Authority was the recipient of a grant from the 2009 American Recovery and Reinvestment Act (ARRA). The grant provided new heat pump systems for all units. The new heat pumps will provide both heat and air conditioning. It is expected to cut tenant's electric bills by 30%. In addition, low flow showerheads, door sweeps, and weather stripping around doors were installed in each unit. An additional 4 inches of cellulose insulation was also blown into the attics.

The Housing Authority was the recipient of its annual grants provided by the Connecticut Department of Economic and Community Development. The Resident Service Coordinator grant funds a 4-5 hour per week position which provides tenants with help to access needed services. The Rental Assistance Program grant supplements the monthly rental costs for residents that would otherwise be required to pay more than 30% of their monthly adjusted income for base rent.

The waiting list is currently open. There are currently 29 applicants on the waiting list. The average turn over rate for this housing community has been 4 to 5 units per year. Five units turned over in 2011 and it is expected that the turnover rate for 2012 will also be 5 units.

DEPARTMENT OF HUMAN SERVICES

Kevin Grunwald, Director

The Department of Human Services assists residents through three service divisions - Adult Services, Senior Services and Youth Services. Citizen guidance is provided by the Human Services Advisory Committee, the Youth Service Bureau Advisory Committee, Mansfield Senior Association, Commission on Aging, Mansfield Advisory Committee on the Needs of Persons with Disabilities and Mansfield Advocates for Children (formerly the Mansfield School Readiness Council). General fund expenditures are supplemented by grants and contributions from many public and

private sources that provide support for several programs as well as individuals with emergency financial needs.

Adult Services

Adult services include information, referral and counseling relating to a wide range of concerns and problems. Emergency financial assistance is provided from the Special Needs Fund, which is supported by private donations. Staff serve as the Municipal Agent for the Elderly, Fair Housing Officer, and the Tenant/Landlord Advisor.

Accomplishments for FY 2010-2011

- Provided case management, referral and direct assistance to 394 residents.
- Provided emergency financial assistance (Special Needs Fund) and food pantry assistance for a total of 152 incidents.
- Assisted 220 persons who are elderly or disabled to apply for State tax relief programs.
- 136 families received holiday assistance consisting of food, gifts, and cash assistance from a variety of donors.
- 31 children received backpacks and Payless Shoe gift cards through this Salvation Army sponsored program.
- 51 families were approved for fee waivers.
- 43 families received cash assistance through the Mansfield Holiday Fund.
- 52 families received Easter baskets.
- 13 families received summer food baskets.

Plans for FY 2011-2012

- Continue to work with the Town's "preferred developer" to facilitate the building of an independent/assisted living facility for seniors.
- Continue to provide support for the implementation of Mansfield's Plan for Young Children, and ensure that it is integrated with the priorities identified in Mansfield 2020.
- Work with the town's newly formed Human Services Advisory Committee to evaluate and improve the services provided through the department.
- Explore the development of specialized services for families who are dealing with unemployment, eviction and foreclosure.

Senior Services

Senior Services provides opportunities for seniors aged fifty-five and over to maintain and improve their physical, mental, social and emotional well-being so that life is stimulating, full and enjoyable. Seniors are involved in various creative, educational, recreational and social activities at the Mansfield Senior Center. The Center offers a wide range of activities including support groups, computer classes, health programs, exercise classes, bingo, art classes, chorus, meals, trips and volunteer opportunities. The Wellness Center also offers health screenings, immunization, social services, and medical services through a variety of programs.

Accomplishments for FY 2010-2011

- Awarded a grant from the State Department of Transportation to purchase a wheelchair accessible van.
- Fifty-seven seniors became members of the Mansfield Senior Center Association during this year. There are 1317 registered members of the Mansfield Senior Center Association.
- Four hundred and fifty people subscribe to the monthly Sparks newsletter in the mail through bulk and first class mail. Others access the newsletter through the Town's website or receive a

copy from various sites throughout Mansfield.

- Volunteers provided 8,224 hours of volunteer time over the course of the year.
- Served 7429 congregate subsidized meals to seniors through Thames Valley Community Council. 176 additional meals were provided through other sources. 3853 meals were delivered to homebound seniors through the meals-on-wheels program.
- Intergenerational activities were held in cooperation with E.O. Smith High School, Mansfield Middle School and the University of Connecticut.
- Sponsored a Veterans' Day Celebration with 128 in attendance.
- 161 seniors received assistance with tax preparation.
- Two hundred fifty three seniors received flu shots.
- Offered health assessments, screenings and preventative care at the Wellness Center. The VNA East provided care to 69 patients for 140 visits; the podiatrist treated 73 patients for 246 visits; our reflexologist saw 19 clients for 57 visits; 4 clients received therapeutic massage. Many seniors took advantage of free legal services and several free screenings: hearing, balance, and cholesterol.
- Interim Healthcare funded blood pressure screenings twice a month. On average, 25 seniors receive blood pressure checks at each clinic. Ninety-six unduplicated senior participated for 356 visits.
- Two undergraduate students interned at the Mansfield Senior Center.
- Since its inception in November 2010, our Volunteer Transportation Program has been growing! To date we have 14 volunteer drivers and have met 124 transportation requests. We have had 6 cancellations, and 29 unfulfilled requests due to driver unavailability or inclement weather. We are actively working to increase our volunteer pool.

Social Work Services

- Worked with 139 individuals and provided case management and referrals for legal services snow removal, household repairs, heating assistance, food stamps, ConnPace, Medicaid, Medigap, fee waivers, community mental health services and marriage counseling.
- The State Department of Social Services (Medicare Bus) visited the Mansfield Senior Center and assisted 20 residents with health insurance selection.
- Staff supervised two UConn students, who in turn provided home visits to complete file of Life forms for senior residents in the community. One student researched information that is being offered in the upcoming "At Your Fingertips."
- Assisted local seniors to acquire free "Safe Link" phones.
- Facilitated the Low Vision Support Group.
- Facilitated the newly developed Caregivers Support Group.
- Assisted family members from out of state to secure home health services for parents.
- Visited both Jensens' and Glen Ridge Retirement Communities to explain the social worker's role and also to provide updates on State and Federal benefits available to seniors.
- Conducted home visits to individuals within the community.
- Initiated an ad hoc Wellness Services advisory group.
- Created a collection box for food that is donated to the Mansfield Food Pantry.
- Distributed Farmer's Market coupon books.
- Worked with Adult Services to provide donated foods and money to residents for the Thanksgiving and Christmas holidays.
- Helped locate home services, durable medical goods, and companion services.

- Assisted community residents secure senior housing.

Plans for FY 2011-2012

- Work with the Commission on Aging to continue to implement the Long Range Plan for seniors, focusing on the identified priorities of transportation, information dissemination, access to public meetings, and senior center space needs.
- Promote increased health by offering health screening clinics to detect early signs of disease processes, such as hearing, vision and osteoporosis screenings and by presentations of health promotion talks.
- Support the Town of Mansfield in facilitating the development of a new independent/assisted living facility.
- Continue to offer resource information and improved access to financial information by updating the Town's website and with improved marketing and publicity.
- Continue to actively increase our volunteer driving pool and plan for the acquisition of our town van in the fall of 2011.

Youth Services

The Youth Service Bureau's mission is to promote and support the social and emotional well-being of our town's youth and their families. Staff provides clinical services that include psychiatric assessment, treatment, and referral. Services are offered to all children and families and the objective is the development of youth as responsible contributing members of our community. Staff accomplish this working in close collaboration with the public schools and community agencies. Professional staff consists of master's level therapists with degrees in social work and psychology and a board certified child psychiatrist. Several initiatives also focus specifically on the needs of families with young children including school readiness, information and referral, and community planning.

Accomplishments for FY 2010-2011

- Services were provided to approximately 395 children and adults for over 3803 units of service which included assessment, counseling, positive youth development, group programming for children and parents, psychiatric services and case management.
- Improved data collection, record keeping and grant reporting systems.
- Offered a boys group for middle school boys, facilitated by high school, college, and graduate male students. The group met weekly throughout the academic year.
- Expanded fund raising efforts to support students attending several summer camps.
- Continued to work successfully with Willington, Ashford, and Coventry Youth Services to develop a regional approach to support families and youth.
- New initiatives include participation in the Goodwin after School running club and the Mansfield Middle School hiking club. Both activities supported healthy lifestyle choices for children, provided outreach opportunities for YSB, and a positive out door after school activity for children.
- The Youth Work employment program was operated through the youth service bureau office this year providing jobs for high school students.
- Expanded the curriculum for the Divorce and Loss group for children. Increased involvement with parents in order to help generalize skills beyond the group setting and to provide more concrete services to the families.
- Brought more students on to the UConn campus by introducing two new events, providing a link to the university.
- Awarded a \$60,000 grant from the William Caspar Graustein Memorial Fund, the State Department of Education, and the Children's Fund of Connecticut to support implementation of

Mansfield's Plan for Young Children for the second year.

- Continued the thirteenth year of the Mansfield School Readiness Program, supporting fourteen children receiving care at one of four nationally accredited centers.
- Worked with the CT Center for Economic Analysis to incorporate data collected, reviewed and analyzed, that may affect indicators originally established in Mansfield's Plan for Young Children.
- Coordinated the distribution of a survey on Community Connectedness to 2,000 households, receiving 590 responses.
- Hosted two Community Conversations to update the community on the Plan for Young Children while soliciting community input about future strategies for the Plan.

Plans for FY 2011-2012

- Continue to provide accessible, comprehensive clinical services to families and support the schools.
- Recognize volunteers, and continue to identify effective ways to use them in service delivery.
- Collaborate with the larger department to provide more concrete services to families in financial need such as fee waivers, camperships, food, clothing, cultural and social activities.
- Continue implementation of the strategies contained in the Plan for Mansfield's Young Children to contribute to the positive development of all young children in Mansfield.
- Continue to provide outreach to underserved members of the community for early care and education.
- Share the results of the community connectedness survey with the Board of Education and the Town Council.
- Support the building of a community-built playground and work closely with the MAC ad Hoc committee on this initiative.
- Identify ways to use social networking resources for early care and education information dissemination.

DEPARTMENT OF INFORMATION TECHNOLOGY

Jaime L. Russell, Director

The mission of the Information Technology Department is to develop and maintain efficient and cost effective information systems for the Town and Schools, and to develop and provide customer-centric support services to its user base to assure the successful utilization of Town owned equipment. These technologies include computer hardware, software, and network services across eighteen Town and School buildings, as well as our website presence and telecommunications. In total, this encompasses 1,500 computers. The network includes over 3,000 staff and student users, as well as certain computer services used by the citizens in our community.

Accomplishments for FY 2010-2011

- The Information Technology Department continued to advance the Town's use of Internet webpages to better meet citizens' information needs. Most notably, this included redesigning the webpages for the Parks and Recreation Department, the Mansfield Community Center, the Health District, and the Mansfield Downtown Partnership. In each case, the redesign increased and enhanced the information content available online for our citizens. Additionally, each redesign incorporated attractive and inviting interfaces to encourage use and promote available offerings to the public. To accomplish these projects, Information Technology staff partnered closely with a variety of individuals to determine needs and appropriate designs.
- The Department deployed the Limelight database at the schools to better inform instruction

and programming through the use of student assessment data. All teachers and administrators access the database for their respective students and it is substantially used. This deployment involved close collaboration with school administrators and staff to ensure it best met instructional needs.

- The Finance and Information Technology Departments partnered to implement final interface changes to the ADMINS financial databases. The two Departments coordinated their efforts to ensure an effective process. The software migration of the financials, human resource, and budget modules were completed.
- Information Technology staff completed an extensive review of all of the municipal and school phone systems to maximize efficient sharing of line capacity and the use of in-house vlan programming (virtual local area networks) to carry telephone traffic. With the completion of this process, we have eliminated twenty-four leased copper telephone lines. We will continue to monitor usage to seek further capacity sharing to maximize efficiency.
- The Department completed a required capabilities transition for the Mansfield Electronic Mail system. To meet new electronic mail standards requirements, the Department implemented updated technology protocols to ensure effective electronic mail communication with citizens as well as among internal staff. Email continues to be a frequent means for both receiving citizen communications and providing information directly to citizens to meet their needs.
- The Information Technology Department completed the final migration of nearly all servers to virtual states in conformity with vSphere 4 standards. During the past two years, Mansfield's servers have gradually been transitioned away from physical servers to instead exist as virtual servers. This reduces energy consumption, limits the purchasing of physical equipment, maximizes the efficiency of shared resources, and improves redundancy. Mansfield's efforts mirror the trend occurring world-wide as all organizations seek to reduce the use of physical servers in favor of virtual computing (often referred to as "cloud computing").
- Deployed technology while considering the impact on the environment. For example, selected replacement hardware that met the environmentally sensitive EPEAT national standards (promoted by the Federal Environmental Protection Agency) and increased use of virtualization technology to decrease energy consumption and decrease raw material waste.

Plans for FY 2011-2012

- Complete the design and implementation of website sub-templates for Dorothy C. Goodwin Elementary School, Annie E. Vinton Elementary School, Southeast Elementary School, Mansfield Middle School, and the Mansfield Public Schools District Office.
- Enhance citizen access to online information by increasing posted content through department access to content management tools and improved search and access capabilities for citizen users. Continue to partner with Municipal departments to support additional posting of content online to make information available to members of our community.
- Partner with the Collection and Assessment Departments to implement the capital budget project for collection and assessment programs.
- Implement the required replacement of the Mansfield Middle School phone system in a cost effective manner and also within the annual school summer break schedule time window to minimize the impact on parents and students.
- Deploy and purchase technology in a manner that considers its impact on the environment.
- Limit expenditures and ensure effective use of funding.
- Provide information technology support to all departments including software and hardware troubleshooting and maintenance, new installations, wired telephone support, and direct support of users' questions and needs.

MANSFIELD PUBLIC LIBRARY

Louise Bailey, Director

Mansfield Public Library's service priorities are to provide opportunities for self-directed personal growth and development as well as to provide sufficient materials and information resources in a wide variety of formats for pleasure reading and general information. Through the Library's web site (www.mansfieldpubliclibraryct.org), Mansfield residents can use their Mansfield Public Library cards to access the following databases outside of the library building:

- **Mango**, an easy-to-use online language-learning system that can help you learn languages like Spanish, French, Japanese, Brazilian Portuguese, German, Mandarin Chinese, Greek, Italian, Russian and more.
- Courses are presented with an appreciation for cultural nuance and real-world application, and require only two to five hours of time to complete. Available in 22 foreign languages and 14 English as a Second Language (ESL) courses.
- **BookFlix** provides children from 3 – 8 years old with an animated film of a quality children's book plus related nonfiction eBooks.
- **EBSCO MasterFILE Elite**, a multidisciplinary database, provides full text for more than 1,050 magazines with coverage dating as far back as 1984. Also included are 52 full text reference books and an image collection of 341,655 photos, maps and flags.
- **World Book Encyclopedia Online** allows for easy printing of maps, diagrams, and pictures as well as other features not available in the print version.

Accomplishments for FY 2010 - 2011

- Prepared for a major migration to Evergreen, an "open source" system from a vendor-supplied integrated library system. Although not a smooth transition, an open source product should allow for more customization and be less expensive than a commercial vendor.
- Continued collaboration with the Mansfield schools' "Books on Buses" summer program by providing books and coordinating technical support for circulation, cataloguing and statistics.
- Total program attendance increased by 8% compared to the last fiscal year: 8868
- CONNECTICARD Reimbursement for Fiscal Year 2009-2010: 52,764 loans, net loans 40,703. Total payment: \$17,578.

Plans for FY 2011 – 2012

- Continue to provide high quality programs and services to the community through efficient, effective use of local resources.
- Improve documentation of reference and/or reader's advisory questions.
- Expand collaboration with community organizations to provide programs, and to promote Mansfield Public Library services and resources.

PARKS AND RECREATION

Curt Vincente, Director

The mission of the Parks and Recreation department is to enhance the quality of life of the total community by providing a variety of leisure opportunities, promoting health and wellness, increasing cultural awareness, protecting natural resources and developing the recreational needs and interests of area residents. The Parks and Recreation Department provides Mansfield residents the opportunity to participate in a wide variety of active and passive activities for preschool age through senior citizens. Program information is available four times per year in July, November, March and May via program brochures distributed to area residents. Programs and publicity are greatly enhanced by the generous commitment and support of local businesses.

Accomplishments for FY 2010-2011

- Oversaw Community Center operations, program development, membership services, and implemented comprehensive marketing program.
- Held 7th Anniversary Celebration of the Community Center on November 1, 2010.
- Community Center visitations, July 1, 2010-June 30, 2011, totaled 221,475, an average of 18,456 per month.
- Continued popular “Family Fun Night” activity at the Community Center.
- The 2010-11 year included a total of 2,349 programs with 17,248 participants.
- Administered comprehensive Youth Basketball and Youth Baseball programs and required local volunteer coaches to be certified in the National Youth Sports Coaches Association in order to provide a positive experience for all participants.
- Continued a back-ground check procedure for volunteer coaches.
- Continued emphasis on quality daytime programs for children of working parents. In addition to the popular summer day camp, day-long programs are offered on school common curriculum days and vacation weeks.
- Major special events included the Know Your Towns Fair, Halloween Party, Member Appreciation Week, Winter Fun Day, Kids Flea Market, Bike Tour, and a series of four summer concerts.
- Many residents enjoyed a successful season at Bicentennial Pond.
- Continued offering a successful year-round swim lesson program.
- Upgraded Department website for use as a more viable marketing tool.

Plans for FY 2011-12

- Continue Community Center facility supervision; oversee program development, facility planning, staff hiring and training and marketing.
- Provide staff support for Agriculture, Arts Advisory, Open Space Preservation, Parks Advisory, and Recreation Advisory Committees; continue support for co-sponsored organizations.
- Conduct comprehensive youth sports program and training clinics to certify youth sport coaches in the National Youth Sports Coaches Association program.
- Conduct background check procedure for all youth sport coaches.
- Operate comprehensive summer day camp program and Bicentennial Pond facility.
- Provide a variety of special events and programs, activities and courses for all age groups.
- Apply for parks, open space and/or trail grants when available.
- Promote community health and wellness through quality programs.

PLANNING AND ZONING DEPARTMENT

Linda M. Painter, AICP, Director

Curt Hirsch, Zoning Agent

The Director of Planning and Development and Zoning Agent play key roles in stimulating, coordinating and administering the responsibilities of the Town’s planning and development functions. Director of Planning Gregory Padick retired in June 2011 after 31 years of service to the town.

Accomplishments for FY 2010-2011

- Assisted the Planning and Zoning Commission and Inland Wetland Agency with their review of new land use applications, regulation and zone classification revisions, modifications, bonding issues and enforcement issues. Some specific projects are referred to in the PZC/IWA Annual Report.
- The Zoning Agent issued Zoning Permits for 3 new single-family homes, 1 two-family home and 8 multi-family homes. A total of 104 Zoning Permits were issued. Additionally, 104 zon-

ing enforcement letters, 20 violation notices and 39 Zoning Citations were issued.

- The Director of Planning served as Mansfield's representative on three UConn advisory committees: the Capital Projects Advisory Committee, which helps plan and monitor new development on the Storrs campus; the Water and Wastewater System Committee, which reviews operational and service request issues and recommends actions as appropriate; and the Willimantic River/Wellfield Technical Advisory Committee, which monitored a comprehensive study of the wellfield to determine environmentally appropriate withdrawals. When evaluating UConn projects particular attention is given to infrastructure issues and potential traffic, drainage and neighborhood impact issues.
- The Director of Planning participated in various facets of Mansfield's Open Space Acquisition and Management programs, including the review of draft management plans and potential property acquisitions.
- The Director of Planning participated in various aspects of the ongoing Storrs Center Downtown project. During this period, particular attention has been given to phasing, parking, streetscape and infrastructure issues.
- The Director of Planning and Zoning Agent provided information and assistance to town and State officials, property-owners and their representatives on a wide range of land use issues, including the Town's Strategic Plan, Mansfield's Assisted Living Initiative, the Four Corners Sewer and Water Project and student housing issues. The Director of Planning provided assistance to the Community Quality of Life Committee, the School Building Committee, the Conservation Commission and the Town/University Relations Committee.
- During the fiscal year the Director of Planning spent considerable time on the following projects or studies: the UCONN Water Supply Plan, a proposed USDA/UCONN Animal Research Program, the CL&P Interstate Reliability Project, the Natchaug River Basin Conservation Study, the investigation of alternatives for new school facilities, and EHHD's Action Communities for Health, Innovation and Environmental Change (ACHIEVE) project.

Plans for FY 2011-2012

- Assisting the Planning and Zoning Commission with application-related responsibilities and the continued implementation of Plan of Conservation and Development recommendations. Implementation will require the analysis and drafting of revisions to Mansfield's Zoning Map and land use regulations.
- Enforcement of existing land use regulations with particular attention on student occupancy violations.
- Assisting the Town Council, Planning and Zoning Commission and Community Quality of Life Committee with new initiatives to address student housing issues, particularly new student rentals in residential neighborhoods proximate to the UConn campus.
- Assisting town officials with an ongoing Four Corners Sewer and Water Study and the review of recent, ongoing and potential UConn projects and studies including the Water Supply Environmental Impact Evaluation, Tech Park development and various Storm Water Management projects.
- Assisting town officials with the implementation of various elements of the Storrs Center Downtown including scheduling, coordination and the approval of specific construction plans.
- Assisting town officials in the preparation and submittal of various grant applications, including Small Town Economic Assistance Program (STEAP), Safe Routes to School, and potential funding opportunities for a Central Corridor Rail Feasibility Study.
- Assisting the Town Manager in the preparation of an economic development plan for the Town.

- Assisting town officials in developing and implementing procedures to streamline the permit review process, such as acquisition and implementation of new tracking software.

POLICE SERVICES

Sergeant Richard Cournoyer, Resident State Trooper's Office

The Town of Mansfield contracts with the State Police for services of nine Resident State Troopers, one of whom is a State Police Sergeant. The town also employs three part-time Mansfield Police Officers. Police coverage is also augmented by State Police patrols working out of the Troop C barracks in Tolland.

Accomplishments for FY 2010-2011

- Received 10,299 total calls for police service; conducted 483 criminal investigations and 391 accident investigations; issued 2,455 motor vehicle citations and 1,552 motor vehicle warnings; responded to 5,638 non emergency calls for service; and made 123 DWI arrests in town during the past fiscal year.
- Conducted the "D.A.R.E" program at the Mansfield Middle School.
- Five Resident Troopers are currently certified for police bicycle patrols. These patrols have been very effective during special events such as "Fall and Spring weekends" as well as patrolling Mansfield Parks, the business along Rte 195, and off campus apartment complexes.
- This office, along with the Commanding Officer of Troop C, was instrumental in the planning and execution of State Police operations at UConn's annual Spring Weekend event.
- Continued to work with the owners of the various apartment complexes including Carriage House in maintaining order and civility through dedicated patrols and strict enforcement of Town ordinances and state laws.
- Participated in community policing efforts such as the MCCP outreach visits, Festival on the Green, "Know Your Town Fair," Child Safety Fairs, and speaking engagements at local organizations.
- Obtained \$30,675 grant funding for DUI patrols.
- Worked with the Department of Liquor and Tobacco Control in joint operations targeting the illegal sale of alcohol / tobacco to minors.
- Conducted multiple "undercover" operations targeting the illegal possession and sale of alcohol and narcotics.
- Expanded the hours of Resident Trooper coverage to include the midnight shift in an attempt to address the increased volume and severity of calls received during this time period.

Plans for FY 2011-2012

- Continue to participate in the "D.A.R.E" program at the Mansfield Middle School.
- Continue to apply for grant funding to address issues such as DWI, speed enforcement, as well as equipment purchases.
- Continue to work with the owners of the various apartment complexes including Carriage House Apartment in maintaining order and civility through dedicated patrols and strict enforcement of town ordinances and state laws.
- Prepare and provide police coverage during UConn's annual "Spring Weekend" and "Fall weekend" events.
- Continue in a coordinated effort with UConn, Town government, area business leaders, and community leaders to address substance abuse and quality of life issues on and around the UConn campus.
- Continue to develop new and innovative efforts to address and eventually curtail spontaneous large gatherings at off-campus locations. These efforts will include but are not limited to: un-

dercover operations, DUI enforcement operations, increased efforts to enforce Town ordinances and liquor violations.

- Continue to work with the UConn Dean of Students to address quality of life issues that arise from off campus housing.
- Continue to provide the most professional and effective police coverage possible, within our current economic climate, to meet the needs of this growing community.
- Apply for a DOT funded grant for DUI enforcement.
- Obtain a NECASA grant for alcohol compliance checks.
- The Town of Mansfield is currently using an independent research firm to evaluate the present policing model as well as the projected police needs of the Town. The evaluation will help the Town to effectively address the policing needs of a growing community. Proposed major Initiatives could be modified or adjusted depending on the findings of this study.

DEPARTMENT OF PUBLIC WORKS

Lon Hultgren, Director

The Department of Public Works provides for the maintenance and repair of the Town's infrastructure – the roads, bridges, solid waste and recycling facilities, park and recreation areas and its limited sewer and water facilities. The Engineering Division of the Department provides construction administration and inspection for Town projects and also assists other Town departments and residents in mapping and the development process through its work in reviewing site, subdivision and improvement plans. The administrative office also assists the Town in its energy conservation and sustainability efforts.

Accomplishments for FY 2010-2011

- Demolished the Town's old salt shed, performed the site work, hired a contractor to construct the new salt shed at the Town garage (completed).
- Completed the Birch Road bikeway/walkway ARRA grant project.
- Constructed an access road and parking lot at the Town's Common Field's project in Mansfield Center.
- Completed the grading and site work around the final (4th) soccer field at the Lions Club "Ward Cornell" memorial recreation complex.
- Repaired flood damage to Bassetts Bridge Road caused by the reservoir filling.
- Continued the engineering effort to bring sewer and water systems to the Four-Corners area in Northern Mansfield – coordinated work with UConn and consultants for water and sewer systems.
- Coordinated the low-waste efforts for the Town's fall Festival on the Green.
- Coordinated the school lunch composting programs at all of the Town's schools.
- Continued to assist the Mansfield Downtown Partnership with the engineering efforts for the public components of the Storrs Center project – coordinated design efforts for the street-scapes, roads and parking garage in the development.
- Continued efforts to build priority Town walkways on North Eagleville Road and South Eagleville Road. (Established a funding program for North Eagleville with UConn; readied the South Eagleville project for a bonding referendum).
- Continued the coordination of design efforts for the replacement of Stone Mill Road and Laurel Lane bridges (federal grant projects). Construction is targeted for 2011 and 2012, respectively.
- Plowed and sanded roads and parking lots during the worst winter in recent years; swept and resurfaced Town roads; mowed roadsides and trimmed vegetation at intersections; graded gravel roads; patched pot holes; repaired signs and guideposts; cleaned waterways, catch basins

and culverts; repaired curbs and driveway lips; removed fallen and hazardous trees from Town roads.

- Mowed, striped, fertilized and overseeded Town and school soccer, baseball/softball, football and field hockey fields; weeded Town flower beds; hauled trash from Town parks and recreation areas.
- Coordinated Town's mapping and parcel updates for the graphic information system (GIS).

Plans for FY 2011-2012

- Continue efforts to get water and sewer systems designed and built for the 4-Corners area.
- Begin actual construction of the public infrastructure projects in Storrs Center.
- Begin construction of the Dodd Road bridge replacement project.
- Bid the Stone Mill Road and Laurel Lane bridge replacement projects and coordinate/inspect the construction.
- Perform the usual routine road and grounds maintenance work (as detailed above).
- Continue efforts to fund and construct walkways on North Eagleville and South Eagleville roads.
- Continue to work with the Town's sustainability committee in coordinating the Town's multi-faceted sustainability efforts.

REGISTRARS OF VOTERS

Andrea Epling and Beverly Miela

The Registrar of Voters is an elected position governed by the Statutes of the State of Connecticut. Registrars must be aware of changes in legislation that affects their jobs. The Registrars of Voters, under 9-32 of the Connecticut General Statutes, are mandated to register new voters, organize and conduct the annual canvass of registered voters, test tabulators and Independent Voting System, prepare paperwork for elections, prepare and order ballots, manage elections, primaries and referenda, secure and train poll workers, respond to requests for voter registration and education, and process mail-in and cross town registrations. The Registrars of Voters work to further ensure the accuracy of the official registry list. They also conduct voter outreach in the local schools, nursing homes and the university.

Accomplishments for FY 2010-2011

- Conducted the annual canvass of voters using the National Change of Address System.
- Conducted the Primary for Democratic and Republican Candidates for State Offices in August 2010, the Region 19 Athletic Facilities Improvements Budget Referendum in September 2010, the State Election in November 2010, the Region 19 Budget Referendum in May 2011 and the Town Budget Referendum in June 2011.
- Conducted the state mandated audits of the State Election Primary in September 2010 and the State Election in November 2011.
- Organized and supervised check-in for the Annual Town Meeting, the Special Town Meeting for Bonding and the Special Town Meeting for the repeal of An Ordinance Regarding Off Street Parking on Residential Rental Property.
- Maintained the accuracy of the registry list by updating both manual and computer voter files.
- Conducted training sessions and informational sessions for the OpticalScan Voting system.
- Hired and trained election officials and poll workers.
- Conducted supervised balloting in nursing homes.
- Certified petitions.
- Ran mandated registration sessions.
- Attended mandatory instructional meetings conducted by the Secretary of the State's office

concerning the voting system.

- Attended the Spring and Fall Registrars of Voters Association of Connecticut Conferences and the Regional County Meetings.
- Registered new Mansfield and UConn voters.

Plans for FY 2011-2012

- Conduct the Municipal Election in November 2011.
- Anticipating a Presidential Primary in April 2012 and the Region 19 Budget Referendum in May 2012.
- Conduct the annual canvass.
- Continuation of registration, education and participation in voter outreach efforts.
- Continue to create and maintain permanent voter registration records.
- Attend Registrars of Voters Association of Connecticut Spring and Fall Meetings.
- Attend Regional County Meetings.

TOWN CLERK

Mary Stanton, Town Clerk

The Town Clerk's office records all land records, maps, vital statistics, and maintains all minutes for the major boards and committees. Marriage and Civil Union licenses are available in the office. All sport licenses for inland and marine fishing, hunting, trapping, pheasant tags, deer tags, migratory bird stamps, and hip permits are sold from this office. In June of each year all dogs must be licensed by the Clerk's office. This office has staff, who are notary publics, and will notarize documents as authorized by the Town. Certified copies of records recorded in the office may be purchased and other Town records may be viewed in the office or copies purchased in accordance with the Freedom of Information Act. Veterans' Discharges are recorded in the office as well as notary publics' certificates, liquor permits, trade names and a current list of Justices of the Peace. The Town Clerk assists town organizations in setting up raffles and games of chance. All notices of town meetings, committee meetings and public hearings are posted on the signpost outside the Clerk's office within time limits set by the Freedom of Information Commission. All election materials and procedures for holding elections are arranged in collaboration with the Registrar of Voters. Absentee ballots and Presidential ballots are issued from this office. The Town Clerk serves as clerk to the Town Council and as staff support for the Committees on Committees and the Cemetery Committee. An Assistant Town Clerk serves as secretary to the Zoning Board of Appeals. The Clerk's office approves the scheduling of most meeting rooms in the Audrey P. Beck Municipal Building, processes the mail, and serves as the Municipal Records Manager for the Town.

Accomplishments for FY 2010-2011

- Total Land Records recorded 2394; Maps recorded 40; Foreclosures filed 14; Conveyance Tax received \$100,105.88.
- Marriage Licenses issued 57; Deaths recorded 105; Births of residents recorded 75.
- Dog Licenses issued July 1, 2010-June 30, 2011 were 1656 and 3 Kennels.
- Sport Licenses sold 287.
- A State Election Primary was held in September 2010 with 1757 residents voting. A referendum on E.O. Smith Athletic Facilities Improvements was approved on September 28, 2010 with 1259 residents voting. The State Election was held on November 2, 2010 with 5785 (48%) of registered voters in Town voting. The Town Clerk's office distributed 327 absentee ballots for this Election. A vote on the E.O. Smith Budget was approved at referendum on May 3, 2011 with 420 citizens voting and a referendum on the Town's Budget was approved, as voted on at the Town Meeting, on June 14, 2011 with 1036 citizens voting. In addition to the

issuance of absentee ballots, the Town Clerk's office has responsibilities for certifying petitions, all legal notices, ballot preparation, and the submission of returns by voting district summaries.

- Conducted Town Clerks' responsibilities for the Annual Town Meeting for Budget Consideration on May 10, 2011 and the Special Town Meeting for approval of the Hunting Lodge Road bikeway/walkway and the Public Work's salt shed on September 13, 2011. As the result of a petition requesting the repeal of An Ordinance Regarding Off Street Parking on Residential Rental Property, a Special Town Meeting was held on July 12, 2010. Duties include publication of all legal notices and warnings, coordinating the set up for the Town meetings and the recording and issuance of the minutes.
- Worked with the Assistant to the Town Manager to address 32 Freedom of Information (FOI) Requests and prepared and/or testified in 2 FOI cases that were filed against the Town.
- Prepared, submitted and received a Historic Preservation Grant for the 2010/2011 fiscal year. This grant will begin to address the organization and management of capital project files. Achieved the goals and projects as outlined in the 2009/2010 Historic Preservation Grant.
- Worked with UConn work-study students to complete a number of record retention projects including the retrieval and archiving of the opinions of the Town Attorneys, the organization of bridge records and research into the status of Small Cities projects. The office also processed payroll for all work-study students.
- Continued the process of re-indexing all filed boundary and subdivision maps currently in the Town in anticipation of changing our current laminated map filing system to a disk based one.
- Updated the brochure of the cemetery rules and regulations as approved by the Cemetery Committee including new specifications for memorials. Worked with the newly hired Sexton to review and update the current records and to add information regarding burials and monuments to the maps. Created indexes for the burial books.

Plans for 2011-2012

- Evaluate Historic Preservation Grant funding and, if money is available in the FY2012/2013 cycle, prepare a grant submission for the next stage in the Record Management Plan.
- Create additional inventories of record material to facilitate ease of filing and retrieving and continue to compile electronically available databases for staff reference.
- Investigate options for Mylar map filings and plan for future storage needs in the vault.
- Compile list of current and past members of Mansfield's volunteer boards/commissions for historic reference.
- Review options for the implementation, installation and maintenance of a comprehensive operating system for the Town Clerk's office. The required system will allow for all current capabilities as well as establishing added flexibility and versatile internet functions including the capability for e-government and web based access.
- Implement the Electronic Death Registry System.
- Begin research to create Honor Roll of Mansfield residents who died in military service.
- Continue to make customer service our highest priority.

Committees, Boards and Commissions

ADVISORY COMMITTEE ON THE NEEDS OF PERSONS WITH DISABILITIES/ADA GRIEVANCE COMMITTEE

The Committee on the Needs of Persons with Disabilities was founded in 1976 and became an official town committee in 1982. The Committee has been instrumental in improving conditions related to accessibility and inclusion for all residents of Mansfield. This Committee also serves as the ADA Grievance Committee which hears and investigates grievances and other concerns filed against the town under the Americans with Disabilities Act (ADA).

Accomplishments for FY 2010-2011

- Continued to advocate for improved accessibility to buildings and recognized two local businesses for their efforts to comply with accessibility issues related to parking.
- Responded to accessibility issues brought to the Committee by residents.
- Created a brochure to publicize the work of the committee
- Hosted a community forum on services that are available to support residents with disabilities.
- Advocated for improved accessible parking in the Storrs Downtown development
- Supported funding for a walkway from the Glen Ridge retirement community to the Mansfield Senior Center.

Plans for FY 2011-2012

- Continue to provide advocacy and oversight regarding the needs of residents with disabilities, focusing on access to buildings and services, transportation and overall quality of life.
- Advocate for increased accessibility to the post office buildings.
- Continue to advocate for the development of the Storrs Downtown area as a fully accessible area.
- Survey parents of adult children with disabilities to determine service needs.

AGRICULTURE COMMITTEE

The Agriculture Committee advises the Town Council and other bodies on matters related to promoting agricultural viability and preserving farmland in Mansfield.

Accomplishments for FY 2010-2011

- Produced the 2011 “Mansfield Grown” brochure.
- Provided information to farm community about workshops.
- Provided input to Mansfield’s zoning regulations concerning agriculture.
- Began to develop an analysis of tax incentives to protect family farms.
- Reviewed Mansfield agriculture leases on Town-owned property.
- Conducted a survey of all agricultural producers in Mansfield.

Plans for FY 2011-2012

- Provide information to farm community about farm grant programs and workshops.
- Provide input to development proposals on or adjacent to prime farmland.
- Present a proposal to the Town Council about implementing farm tax incentives.
- Present a proposal to the Town Council about implementing a Right-to-Farm Ordinance.
- Update Mansfield’s policy regarding agriculture leases on Town-owned property.
- Host a “meet your farmer” night.
- Present findings from tax incentives analysis.
- Co-Sponsor a Walktober event with the Gardens at Bassetts Bridge Farm.

- Produce 2012 Mansfield Grown Brochure.
- Gather information for The Last Green Valley Inc.'s website AgInfoTLGV.org.
- Co-sponsor a Walktober event.
- Work with Open Space Preservation Committee on issues related to farmland preservation.

ARTS ADVISORY COMMITTEE

The Arts Advisory Committee is charged with advising the Town Council and Manager on issues related to the arts. The committee looks to promote and encourage interest and participation in the arts and may work to compliment activities and events sponsored by private organizations having the same purpose and goal.

Accomplishments for FY 2010-2011

- Arranged rotating art displays at the Mansfield Community Center (MCC):
- Posted the MCC exhibit calendar and artist information on the Town's website www.mansfieldct.org/town/current/recreation/art_online/.
- Arranged for display at the MCC of prize-winning works from the Festival on the Green's Art Show (09/12/10).
- Participated in Know Your Towns Fair at the MCC on 09/11/10.
- Updated the "Local Arts Directory" for distribution at the Fair and posting on the Town's website.

Dates	Entry-way display cases	Hanging art
06/01/10 – 08/14/10	Puppets from the Ballard Institute	Paintings by Nancy Bergeron
08/15/11 – 10/14/10	Festival on the Green advertising & art show winners	
10/15/10 – 01/14/11	Wooden bowls by Michael Allison	{DFC Heart Exhibit}
01/15/11 – 04/14/11	Student art from E. O. Smith High School	Photographs by Martin Calverly
04/15/11 – 05/31/11	Student art from Mansfield's Elementary & Middle Schools	
06/01/11 – 08/15/11	Puppets from Storrs Puppet Theatre	Paintings by Reneé Raucci & Helen Dewey

Plans for FY 2011-2012

- Continue to arrange rotating art displays at MCC.
- Advertise opportunities to display art at the MCC and other venues to local artists.
- Broaden arts activities at the MCC to include readings and performances by local writers and artists.
- Continue to advocate an arts presence in the Storrs Center development and to assist the Festival on the Green Committee in planning its Festival Art Show.
- Recruit new members for the Committee.

BEAUTIFICATION COMMITTEE

The purpose of the Beautification Committee is to improve the aesthetic appearance of Mansfield by reducing unattractive areas. The Committee places flowering plants in key locations and recognizes individuals and businesses that contribute to the beautification of Mansfield.

BOARD OF ASSESSMENT APPEALS

The Board of Assessment Appeals hears appeals related to the assessment of motor vehicles and other property. The Board adjusts the assessment, valuation, etc. of personal property when appropriate and adds taxable property to the grand list when it has been wrongly omitted.

BUILDING BOARD OF APPEALS

The Building Board of Appeals hears appeals regarding decisions made by the Building Official and renders decisions upon the appeal.

CATV ADVISORY COMMITTEE

The CATV Advisory Committee intervenes in any contested case before the department involving the CATV company which the Council is advising. The Committee reviews all community access programming that has been the subject of a complaint.

CEMETERY COMMITTEE

The Cemetery Committee advises the Town Manager in the management, care and maintenance of public cemeteries and provides assistance in the maintenance and care of cemeteries controlled by private associations, if such help is requested. The Committee, within the framework of an approved Town budget, advises the Town Manager in the expenditure of Town funds to have burial grounds cleared of weeds, briars and brush, grass mowed, fences and walls repaired and monuments straightened and repaired. The Committee also studies the need for and makes recommendations to the Town Manager for the enlargement of present cemeteries and for the acquisition of land for new cemeteries as permitted under the Town's ordinances and advises the Town Manager in the development of a budget for implementing the above programs.

COMMISSION ON AGING

The Commission on Aging is charged with responsibility to study the conditions and needs of elderly residents and to evaluate and recommend programs to assist them, also to serve as a resource and to furnish information to those concerned with elderly services.

Accomplishments for FY 2010-2011

- Successfully provided oversight to the development of a volunteer transportation program.
- Supported the successful continuation of a local chapter of TRIAD to focus on senior safety issues.
- Successfully advocated for the installation of a bus shelter at the Wright's Way bus stop.
- Members reviewed applications for funding from non-profit agencies and made recommendations to the Town Manager.
- Updated Mansfield's Long-Range Plan for Seniors, supporting the revision of "At Your Fingertips" directory, and the addition of assistive hearing technology in the Council Chambers.

Plans for FY 2011-2012

- Continue to ensure that the needs of seniors are represented in the Town's strategic planning initiative.
- Promote the development of a new Senior Center as a future initiative for the Town Council to consider.
- Monitor Mansfield's Long-Range Plan for Seniors, with a continued focus on priority issues of senior safety, information dissemination, senior center space needs and health care needs including changing federal benefits programs.
- Continue to advocate for the installation of a bus shelter at the Route 275/Community Center bus stop.

COMMUNICATIONS ADVISORY COMMITTEE

The Communications Advisory Committee is a seven member committee composed of Mansfield citizens. Additionally, guest speakers, elected officials, staff, and citizens may attend meetings as well. The Committee was formed by the action of the Town Council in 2008 and advises the Town on communications efforts. The Committee meets regularly throughout the year and focuses its efforts on reviewing current and past Town communications efforts, as well as formulating advice for improving future communication practices.

CONSERVATION COMMISSION

The Mansfield Conservation Commission is charged with advising the Town Council, the Planning and Zoning Commission, and other Town agencies and officials on policies and issues relating to the development, conservation, supervision, and regulation of natural resources (including water resources) within the Town of Mansfield.

Accomplishments for FY 2010-2011

- Held eleven (11) meetings.
- Assisted with open space and parks management issues, including providing input regarding priorities for the Town's Open Space Acquisition Bond.
- Commented on numerous Inland Wetland Agency and Planning and Zoning Commission applications and violation issues.
- Commented on proposed Zoning Map and Zoning and Subdivision Regulation revisions affecting lighting regulations, cluster development and use of common driveways.
- Reviewed and commented on the proposed Connecticut Light and Power Interstate Reliability Project.
- Reviewed and provided input regarding the Eagleville Brook Total Maximum Daily Load (TMDL) Study and the Natchaug Basin Study Committee initiative.
- Reviewed and provided input regarding various UConn land use projects including: a new Water Supply Plan, the reclaimed water facility, the proposed Swan Lake drainage outfall work, a proposed diversion to the Fenton River drainage basin and a proposed Mirror Lake dredging project; and the Agronomy Farm Irrigation project.
- Continued to provide input to municipal and state officials regarding local and regional water supply issues including water supply plans for Four Corners, the proposed Ponde Place development and proposed stream flow standards.

Plans for FY 2011-2012

- Assist with open space and parks management issues.
- Comment on existing and potential Inland Wetland Agency and Planning and Zoning Commission applications and proposed regulation revisions.
- Review and provide input to the Town Council regarding significant UConn projects and other projects that would impact Mansfield.
- Provide input to the municipal aquifer protection agency.
- Monitor Town-owned conservation easements.

DAY CARE CENTER BOARD OF DIRECTORS

The Day Care Center Board of Directors is responsible for the administration of the Mansfield Discovery Depot. The purpose of the Board is to maintain, regulate, manage and operate a high-quality day care center in the Town of Mansfield primarily for the residents of and those who work in Mansfield.

DESIGN REVIEW PANEL

The five person Design Review Panel is appointed by the Planning and Zoning Commission (PZC) to provide independent citizen review comments on Site Plan and Special Permit applications pending before the PZC. Members serve two year terms and are selected based on backgrounds in landscape architecture, engineering, historic preservation, architecture/design, business/construction or a related field.

EASTERN HIGHLANDS HEALTH DISTRICT BOARD OF DIRECTORS

The Eastern Highlands Health District Board of Directors is the governing body for the Health District, which is an independent entity of local government. The individual members are appointed by the legislative body of each member town. The Board appoints and supervises the local Director of Health, subsequent to a public hearing approves an annual budget, sets Health District policy and promulgates local rules and regulations for the promotion of local public health.

EMERGENCY MANAGEMENT ADVISORY COUNCIL

The Emergency Management Committee is established by Ordinance and is consistent with CGS § 24-7. The Committee's charge is to offer advice to the Town Manager and the Director of Emergency Management on emergency management issues.

ETHICS BOARD

The Ethics Board's primary charge since it was reconstituted in 2008 has been to review the Ethics Code adopted by the Town Council in 1995 and provide recommendations for revisions to the Code. Meetings were often spent identifying articles of the Code that could be clarified, improved, and/or expanded. The Board also identified ways to make the Code more accessible to the public.

Accomplishments for FY 2010-2011

- Reviewed recommended revisions to the Code as requested by the Town Council Personnel Committee.
- Participated in freedom of information hearings in Hartford.
- Held five regular meetings and one special meeting.

Plans for FY 2011-2012

- Continue to work on revisions to the Code as advised by the Town Council and the Personnel Committee.
- Provide assistance (if needed) to the Town Council with the adoption process of revisions to the Ethics Code (ordinance).
- When the revised Code is adopted, educate officials and employees about the changes to the Code.
- When the revised Code is adopted, review and if needed, update the Board's rules for complaint procedures.
- Address advisory opinion requests and complaints in a fair and timely manner.

HISTORIC DISTRICT COMMISSION

The Mansfield Historic District Commission was established by ordinance to promote the educational, cultural, economic and general welfare of the Town of Mansfield through the preservation and protection of buildings and places of historic interest by maintenance of such landmarks in the history of architecture and of the Town of Mansfield, and through the development of appropriate settings for such buildings, places and districts.

HOUSING AUTHORITY BOARD OF DIRECTORS

The Housing Authority Board of Directors is comprised of commissioners that serve as governing officers or directors of the Housing Authority. Once appointed by the Town Council, commissioners are independent, non-partisan public servants. They are responsible for major policy and leadership decisions. The Executive Director they hire is responsible for the day-to-day administration of the Housing Authority and its programs. A commissioner may, and commonly does, serve many terms in providing this service.

HOUSING CODE BOARD OF APPEALS

The Housing Code Board of Appeals consists of 3 electors of the community that serve overlapping 3 year terms. The members must, in the view of the Town Council, possess the experience, capability and judgment to pass on matters pertaining to the code. There are 2 alternates which must have the same qualifications of the full board members. It is the board's duty to hear appeals from an aggrieved party, when in the appellant's opinion, the code has been misinterpreted by the Code Official. A written appeal must be filed with the Housing secretary who also acts as secretary of the appeals board. An application fee of \$100 is due upon filing. The board must meet within 20 days of the appeal being filed. The board will consider evidence at the hearing and render a decision to either modify or reverse the inspector's decision upon a concurring majority vote. The appellant may request review by the Superior Court if they do not agree with the board's decision.

HUMAN SERVICES ADVISORY COMMITTEE

The Human Services Advisory Committee meets with the Director of Human Services to review and provide guidance regarding department programs and budgets.

JUDGE OF PROBATE

Claire Twerdy, Judge

Connecticut's probate courts have jurisdiction to hear and decide the following matters: adoptions (minors and adults); appointment of a temporary guardian of a minor child; award of temporary custody of a minor and appointment of guardian of a minor (following removal); termination of parental rights of a minor; emancipation of a minor; determination of paternity; appointment of a guardian of a person with mental retardation; appointment of trustee for property of mission person; involuntary commitment of a person with psychiatric disabilities to a mental hospital and related matters (adults and minors); change of name (minors and adults); custody of remains of a deceased; decedents estates; trusts and certain accounts; conservatorships; and, estates of minors. The court also processes passport applications. Mansfield's probate court office is now located in the Tolland Town Hall (21 Tolland Greed, Tolland, CT 06084).

LIBRARY ADVISORY BOARD

The Mansfield Public Library Board consists of nine members who serve without compensation for terms of three years, and as much as possible, represent a cross section of the Town of Mansfield. All members are residents of the town. The Town Manager and the Library Director are ex officio members of the Board. The Board provides advice "in formulating library policies and objectives, recommending new library programs and publicizing library programs, reviewing the proposed library budget, enlisting public cooperation and understanding for library programs, assisting with cultural activities associated with the library and making recommendations concerning acceptance of any bequest, devise, gift or endowment" (Code of the Town of Mansfield, Connecticut, Chapter 51).

Accomplishments for FY 2010-2011

- Reviewed and provided feedback on the proposed library budget for FY 2011 -12.
- After library hours were modified – this allowed the popular Toddler Time to be reinstated. Many positive comments about Toddler Time’s return were reported to staff. No complaints about the change in hours were expressed to staff.
- The new services, the “Books on Buses” project and the installation of Wi-Fi in the Library were implemented.
- Received (with expressed regret and appreciation) notice of the retirement of the public library director and of two library paraprofessionals.

Plans for FY 2011-2012

- Review options for funding that are sustainable and that do not assume donations, or levels of donations, from private volunteer organizations.
- Continue to receive reports and to advise and recommend various policies, procedures, and objectives as needed.
- To advise the Town Manager during the search, interview, hiring process for the new Library Director, as part of carrying out our duties as specified in the Code of Mansfield (Chapter 51.5).
- In the plans for the upcoming fiscal year, we may target reducing the reliance on the Friends of the Mansfield Library for such a high percentage of the budget (i.e. 45% of materials, 60% of programs). This is much higher than the national average.

MANSFIELD ADVOCATES FOR CHILDREN

Mansfield Advocates for Children-MAC, (formerly the Mansfield School Readiness Council) is an advisory committee composed of volunteers who are appointed by the Town Council. The mission of this body is: “To contribute to the positive development of all young children in Mansfield.” Additionally MAC is engaged in the implementation of “Mansfield’s Plan for Young Children” which was developed in 2009 and is now supported by the Town, the William Caspar Graustein Fund, and the Mansfield Discovery Depot.

MAC maintains relationships with the Mansfield Board of Education, the Town Council and the Mayor. These relationships are important to sanction the work and vision of this group. The connections between Town leadership and MAC represent a clear and valuable commitment to the issues of early care and education by the Town and school district leadership.

Accomplishments for FY 2010-2011

- Served as the School Readiness Council for the Mansfield School Readiness Program in its thirteenth year of operation, supporting sixteen 3 and 4-year olds enrolled in one of four nationally accredited early care centers.
- Worked with the William C. Graustein Memorial Fund in our tenth grant year as a Discovery Community.
- Coordinated efforts to implement “Mansfield’s Plan for Young Children” with a \$60,000 grant acquired from the William Caspar Graustein Memorial Fund and the State Department of Education.
- Coordinated a CT Alliance for Children Early Childhood photo exhibit in the Mansfield Town Hall, including local leaders and their comments about the importance of supporting quality early care and education.
- Hosted two Community Conversations on “Mansfield’s Plan for Young Children” to update community members on the status of the plan and to solicit feedback.

- Distributed a town-wide survey to 2,000 households to develop a baseline measure on the issue of Community Connectedness.

Plans for FY 2011-2012

- Continue to implement strategies in “Mansfield’s Plan for Young Children” with support from the William Caspar Graustein Memorial Fund, the Town of Mansfield and the Mansfield Discovery Depot.
- Share results of the community connectedness survey with the Board of Education and the Town Council.
- Continue to develop and implement activities during the Week of the Young Child
- Participate in an ad hoc committee focused on the development of a community-built playground.

**MANSFIELD DOWNTOWN PARTNERSHIP
BOARD OF DIRECTORS**

The MDP Board of Directors is made up of 18 representatives from the Town of Mansfield, surrounding communities, and the University of Connecticut. The Board of Directors establishes policy for the Partnership, oversees the development of the Storrs Center downtown project, and develops projects to promote the Town of Mansfield.

OPEN SPACE PRESERVATION COMMITTEE

The Open Space Preservation Committee advises the Town Council concerning open space issues as outlined in the “Planning, Acquisition, and Management Guidelines, Mansfield Open Space, Park, Recreation, Agricultural Properties and Conservation Easements,” which was approved by the Town Council in 2009. Including:

- Reviewing properties offered for Town acquisition.
- Reviewing proposed subdivisions and submit comments to PZC about proposed open space dedications.
- Participating in the development of management plans for Town properties.

Accomplishments for FY 2010-2011

- Continued to review properties for their suitability for preservation according to the Mansfield Plan of Conservation and Development.
- Continued to review subdivision and zoning proposals.
- Provided input to Planning and Zoning Commission regarding the subdivision regulations.
- Prepared and completed a presentation regarding Open Space Program to the Town Council.
- Updated Committee Charge (adopted by the Town Council on October 12, 2010).

Plans for FY 2011-2012

- Continue to review properties for their suitability for preservation according to the Mansfield Plan of Conservation and Development.
- Continue to review subdivision and zoning proposals.
- Provide resources to residents about Land Preservation.

PARKS ADVISORY COMMITTEE

The Parks Advisory Committee (PAC) is charged with identifying and evaluating park needs as well as making recommendations for the acquisition and operation of parks, preserves, and community gardens. The Committee also makes recommendations to staff as to park needs and capital improvements.

Accomplishments for FY 2010-2011

- Involved the community in Mansfield Parks by continuing to offer environmental education programming and an organized, supervised natural areas volunteers program, some co-sponsored with Joshua's Tract Conservation and Historic Trust.
- Led several free parks programs in conjunction with Walktober and CT Trails Day.
- Continued the annual land management review process.
- Provided input on subdivision proposals, open space acquisition, grant proposals, Parks and Recreation budget, and a property to parks procedure.
- Oversaw public awareness and access improvements to the Moss Sanctuary funded by The Last Green Valley, Inc.
- Assisted in the planning of three Eagle Scout Projects at Eagleville Preserve, Dorwart Preserve, and Sawmill Brook Preserve.
- Updated the committee charge.
- Assisted with trail improvements to Dorwart Preserve and Lions Memorial Park.
- Assisted in the development of trail guides for Torrey Preserve, Moss Sanctuary, and the Commonfields.
- Assisted with the dedication of the Albert E. Moss Sanctuary.

Plans for FY 2011-2012

- Complete the trail system for Dorwart Preserve, and Lions Memorial Park.
- Assist with implementation of Eagle Scout projects at Dorwart Preserve, Eagleville Preserve, and Sawmill Brook Preserve.
- Assist in developing trail guides Dorwart Preserve/Lions Memorial Park.
- Assist with the official dedication the Dorwart Preserve.
- Continue to offer environmental education programs co-sponsored with Joshua's Tract Conservation and Historic Trust.
- Continue annual land management review process.
- Provide input on subdivision proposals, open space acquisition, grant proposals, Parks and Recreation budget, and a property to parks procedure.
- Continue to improve public information about Mansfield Parks and Preserves.
- Prepare, in conjunction with staff, management plans for Town-owned properties.
- Host an informational forum for the Town Council and other members of community regarding the work of the committee.
- Continue to lead walks and parks awareness programs in conjunction with Walktober and CT Trails Day.

PERSONNEL APPEALS BOARD

The Personnel Appeals Board assures that the employment system of the town is fair and equitable and serves the interest of the Town while respecting the proper claims of the employees.

PLANNING & ZONING COMMISSION AND INLAND WETLAND AGENCY

The Planning and Zoning Commission (PZC) and Inland Wetland Agency (IWA) take pride in trying to ensure the future of Mansfield as a desirable place to reside and visit. In reviewing all aspects of development, the PZC and IWA consider impacts on traffic, neighborhood compatibility, natural and historic resources, inland wetland areas, water supply, waste disposal, fire safety and aesthetics such as landscaping and architecture. The sites of all pending applications are visited by members to observe these factors in the field.

Accomplishments for FY 2010-2011

- Held twenty-two PZC meetings, thirteen (13) IWA meetings, nine (9) joint field trips, held numerous committee meetings.
- The IWA reviewed over twenty-two (22) applications or enforcement actions involving activities within regulated inland wetland/watercourse areas and statutorily required revisions to the Inland Wetlands Regulations.
- The PZC approved three (3) revisions to the Zoning Regulations requested by citizens to allow veterinary hospitals in the Planned Business 5 zone subject to special permit approval, to allow Places of Assembly-Banquet Halls in the Neighborhood Business 2 zone subject to special permit approval and to eliminate the 50% residential limitation in the Planned Business 2 Zone.
- The PZC presented at Public Hearings and subsequently approved revisions to the Zoning Regulations regarding: agricultural uses, design criteria for the Four Corners area, application and approval criteria to protect historic resources, criteria for approval in designated historic village areas, revisions to Architectural and Design Standards, lighting regulations, sidewalk, trails and bikeways, standards for refuse areas and setbacks for outdoor recreation facilities.
- The PZC approved a zone change for 10 acres of land on North Frontage Road, east of Mansfield City Road to Planned Business 1 to allow for future office development.
- The PZC reviewed and approved special permits for an efficiency apartment on Stafford Road and alcoholic beverage sales at Randy's Wooster Street Pizza. In addition, special permit renewals were granted for three (3) gravel/rock removal operations and four (4) live music permits.
- The PZC/IWA also acted on numerous use and site improvement modifications, Town Council referrals and bonding arrangements.
- The PZC approved two subdivisions on Candide Lane and Puddin Lane for a total of three new lots.

Plans for FY 2011-2012

- Continue thorough review of all land use applications and enforcement of existing regulations.
- Continue review and updating of Mansfield's Zoning Map and land use regulations.
- Continue monitoring of University of Connecticut land use activities.
- Continue to provide input on the Connecticut Light and Power Interstate Reliability Project.

PUBLIC SAFETY COMMITTEE

As set out within statute, the mission of Mansfield's Public Safety Committee was to review safety and security concerns related to the local correctional facility, the Donald T. Bergin Correctional Institution. The membership of the Committee was comprised of Warden Monica Rinaldi of Bergin CI, as well as citizen representatives appointed by the Mayor of the Town of Mansfield. The Committee met quarterly during the months of January, April, July and October.

Bergin CI ceased to house inmates as of August 5, 2011 and officially closed August 12, 2011. Department of Correction staff has indicated that the Department will continue to monitor and maintain the property. Since Bergin CI is no longer a facility actively housing inmates, the Public Safety Committee has been deactivated.

Accomplishments for FY 2010-2011

- Toured the DBCI facility to observe programming and interact with staff and inmates.
- Issued a courtesy letter to citizens and businesses on the community notification alert system that it would no longer be in use when Bergin CI closed.

- Maintained a good working relationship between the community and DBCI; the Committee appreciated and supported the outreach program.
- Mansfield and Bergin staff worked cooperatively to provide inmate work crews to the Town to help with litter pick-up.
- No escapes occurred from DBCI.

QUIET CORNER COMMITTEE

The purpose of the Quiet Corner Committee is to promote tourism in the North East section of Connecticut. Twenty-one towns in North Eastern Connecticut make up the Quiet Corner tourism region. A wide variety of informational pamphlets are published and distributed as part of this Committee's duties.

RECREATION ADVISORY COMMITTEE

The Recreation Advisory Committee (RAC) is charged with identifying and evaluating recreational needs as well as making recommendations for the institution and operation of programs. RAC continues to support the implementation, development and expansion of program offerings in order to meet the recreational needs of the community.

Accomplishments for FY 2010-2011

- Continued the annual review of co-sponsored organizations.
- Endorsed National Youth Sports Coaches Association (NYSCA) Certification Program.
- Made on-going recommendations to the Parks and Recreation Department on policies and programs.
- Continued review of and support for Community Center operations.

Plans for 2011-2012

- Annual review of co-sponsored organizations, including Mansfield Junior Soccer Association, Mansfield Little League, and Tri-Town Youth Football and Cheerleading Association.
- Advise on Community Center operations and other department programs.
- Implement Management Plans for Lion's Memorial Park, Southeast Park, and Sunny Acres Park.
- Support Community Center membership initiatives.

REGIONAL SCHOOL DISTRICT #19

The Constitution of the State of Connecticut requires that free public education be made available to all citizens. The state's legislature has delegated this responsibility to local and regional school boards. The Regional School District #19 Board of Education accepts this obligation. Its mission is to represent the interests of all residents of the district in providing for the educational needs of young men and women of senior high school age. The board seeks to accomplish this by securing community support, providing for the employment of competent faculty and staff and developing effective policy. In accomplishing its mission, the board intends to meet all legal requirements and to efficiently utilize the resources made available to the district.

SOLID WASTE MANAGEMENT/ RECYCLING COMMITTEE

The Solid Waste Advisory Committee acts as a community sounding board for the Town's solid waste policies. These policies include issues relating to residential refuse and recycling service, transfer station operations, promotion of recycling and waste prevention, hazardous waste disposal, and bulky waste disposal. This is the twentieth year that user fees have funded the Town's volume-

based waste collection (pay-per-bag of garbage). Over the year, 33% of all residential waste was recycled- single-family residences recycled 39% of their waste and multi-family residences recycled 12% of their wastes. Forty eight percent of the material received at the transfer station is recycled. Trash and recycling service is contracted to Mayo & Sons for single-family residences and Willimantic Waste Paper, Inc. for multi-family residences.

Accomplishments for FY 2010-2011

- The Mid Northeast Recycling Operating Committee (Mid-NEROC), of which Mansfield is a member town, continued its operations of the Regional Household Chemical Waste Drop-Off Facility.
- Managed the Mansfield schools' composting programs for the thirteenth year with each school having their own compost bins.
- Worked with Festival on the Green to create low-waste Festival event. Reduced waste by 87%.
- Worked with UConn student groups to collect litter along the roads on the periphery of campus.
- Continued to enforce the litter and solid waste ordinances.
- Presented classes on waste issues (toxic household products, composting and recycling) in the schools.
- For the third year, worked with the University of Connecticut to collect usable items during spring move-out, called "Give and Go." Collected almost 7 tons of material that was distributed to local charities.
- Followed recycling legislation and wrote in support of the paint stewardship bill that was passed into law.

Plans for FY 2011-2012

- Sustain school wide composting programs and manage refuse contracts.
- Continue working with Festival on the Green committee to create a low-waste Festival event.
- Continue working with Give and Go.
- Continue enforcing the litter ordinance in problem areas of Town.
- Continue offering classes to the schools on waste and energy issues.
- Continue advocating for recycling-related state legislation.

SUSTAINABILITY COMMITTEE

The Sustainability Committee is charged with maintaining a general overview of the sustainability of the Town, to specifically include the following responsibilities: provide guidance and proposals to the Town Council regarding sustainability principles to be adopted by the Town Council or to be administratively implemented; monitor implementation of principles and policies as adopted by the Town Council and administrative programs, and report to the Town Council annually; coordinate and collaborate with Town boards and commissions, organizations, regional and state agencies to advance sustainability principles, plans, and policies established; and seek information from other organizations to aid in the development of strategies, programs and initiatives that will further the sustainability goals established by the Council by policy or budgetary support of administrative programs.

TOWN HISTORIAN

The Town Historian is an invaluable resource. The voluntary position was created in August 1991 to provide information and advice on the Town's history to the community, historical societies and local government. All books and materials published by the Mansfield Historical Society are re-

viewed and worked on by the Town Historian. The position is a labor of love and is research intensive. Those interested in serving as the next Town Historian are asked to call 860-429-3336.

TOWN/UNIVERSITY RELATIONS COMMITTEE

The Town/University Relations Committee was established in 1992 with a mission to promote and sustain positive relations between the University of Connecticut and the larger Mansfield community. The committee is comprised of representatives from both the town and the university, and is co-chaired by the Mayor and a university representative. The committee meets the second Tuesday of every month at 4:00 p.m. Members of the public are encouraged to attend, and the committee provides an opportunity for public comment at each meeting.

TRANSPORTATION ADVISORY COMMITTEE

The Transportation Advisory Committee is composed of Town Council members, Planning and Zoning Commission members, staff members and citizens at large. The Committee helps advise the Council and staff in Town and Regional transportation matters.

YOUTH SERVICES ADVISORY BOARD

The Youth Service Advisory Board was established in 1978 with a mission to provide advocacy, leadership and direction. The Committee meets monthly with staff of the Youth Service Bureau and the Director of Human Services to review and provide guidance regarding program activities. Membership of the Committee includes students, school administrators, Mansfield Police, and residents.

Accomplishments for FY 2010-2011

- Provided advocacy, leadership and direction for YSB programs, activities and grants.
- Advocated for an expanded budget and succeeded in having the Mansfield Board of Education match funds for the Youth Work Employment Program.
- Successfully engaged the Mansfield Board of Education and Region 19 superintendents in working together to financially support the Mansfield Challenge Program.
- Advocated for an expanded budget and succeeded in increasing funds for psychiatric evaluations and treatment management.

Plans for FY 2011-2012

- Advocate for an expanded budget for programming for youth and families.
- Reestablish police representation.
- Provide oversight to ensure that comprehensive services are provided to YSB clients through the human service department
- Support the mission of collaboration with Willington, Ashford, and Coventry Youth Service Bureaus.
- Continue to expand clinical programs for young adolescent boys and girls.

ZONING BOARD OF APPEALS

The Zoning Board of Appeals (ZBA) is established by state statute to hear appeals and to vary the application of Zoning Regulations in cases where enforcement of the regulations would result in exceptional difficulty or unusual hardship. However, variances granted by the ZBA must always be in the "spirit" of the Zoning Regulations, and courts have ruled that that the ZBA cannot consider economic hardship as a possible justification for granting a variance.

The ZBA has five members elected at-large to four-year staggered terms, as well as three alternatives appointed by the Town Council to serve two-year terms. Hearings are normally held once a month, and anyone needing a hearing must first obtain a referral from the Zoning Agent. Because of legal notice requirements, applications should be submitted at least 16 days prior to a scheduled meeting date.

Although the ZBA rules on appeals from the decisions of the Zoning Agent, appeals from decisions of the Planning and Zoning Commission (PZC) itself are not heard by the Board and are made directly to Connecticut Superior Court. As a quasi-judicial body, the ZBA must conduct public hearings before ruling on an application, and four of its five members must concur for most actions. Persons wishing to appeal a decision of the ZBA may take the appeal directly to Superior Court.

Members and Staff of Elected and Appointed Committees, Boards and Commissions

Advisory Committee on Persons with Disabilities

Gloria Bent
Jane Blanshard
Cristina Colon-Semenza
Wade Gibbs
Fred Goetz
Denise Hounman
Brian Klimkiewicz
Jennifer Tanner
Kevin Grunwald (Staff)

Agriculture Committee

Wesley Bell
Al Cyr
Chrissy Dittrich
Charles Galgowski
Larry Lombard
Kathleen Paterson
Meredith Poehiltz
Carolyn Stearns
Edward Wazer
Vicky Wetherell (OSPC)
Jennifer Kaufman (Staff)

Arts Advisory Committee

Kim Bova Kaminsky
Thomas Bruhn
Scott Lehmann
Blanche Serban
Joseph Tomanelli
David Vaughan
Jay O'Keefe (Staff)
Curt Vincente (Staff)

Board of Assessment Appeals

Anne Greineder
Eric Holinko
Carol Thomas

Beautification Committee

Isabelle Atwood
Carol Enright
Brian Krystof (C)
Patricia Maines
Richard Norgaard
Jennifer Thompson
Frank Trainor

Board of Education

April Holinko
Martha Kelly
Mark Laplaca
Holly Matthews
Shamin Patwa
Katherine Paulhus
Carrie Silver-Bernstein
Randall Walikonis
Fred Baruzzi (Staff)

Board of Ethics

Lena Barry (Alt)
John DeWolf
Saul Nesselroth (VC)
James Raynor
Winthrop Smith
Nora Stevens (C)
Maria Capriola (Staff)

Building Board of Appeals

Charles Lowe
James Silva
Tom Ward
Gregory Zlotnick (C)
Mike Ninteanu (Staff)

Cemetery Committee

Isabelle Atwood (C)
Barry Burnham
Rudy Favretti
Winston Hawkins
Jane Reinhardt
Keith Wilson
Lon Hultgren (Staff)
Mary Stanton (Staff)
Mary Landeck-Sexton (Staff)

CATV Advisory Committee

Fred Baruzzi (BOE)
Grace Enggas
Ida Millman

Commission on Aging

Wilfred Bigl
Sam Gordon
April Holinko
Laurie Grunske McMorrow
Beverly Korba
Don Nolan
Carol Pellegrine (C)
Joan Quarto (VC)
Joan Terry
Kevin Grunwald (Staff)

Communication Advisory Committee

Aline Booth
Leila Fecho
Sue Lipsky
Patrick McGlamery (C)
Richard Pellegrine
Ron Schurin
Jaime Russell (Staff)

Community Quality of Life Committee

Jake Friedman (Alt)
Christopher Kueffner (Alt)
Richard Long

John Riesen
Denise Keane (Council)
Antonia Moran (Council)
Elizabeth Paterson (Mayor)
John Saddlemire (UConn)
Matthew Hart (Staff)
Maria Capriola (Staff)
SGT Richard Cournoyer (Staff)
Linda Painter (Staff)
Curt Hirsch (Staff)
David Dagon (Staff)
John Jackman (Staff)
Mike Ninteanu (Staff)
Jim Hintz (Staff) (UConn)

Conservation Commission

Aline Booth (Alt)
John Buck (Alt)
Robert Dahn
Peter Drzewiecki
Neil Facchinetti
Quentin Kessel (C)
Scott Lehmann
John Silander
Frank Trainor
Grant Meitzler (Staff)

Design Review Panel

Isabelle Atwood
Jeffrey Allen Brown
Robert Gillard
John Lenard
Peter Minutti

Discovery Depot Board of Directors

Susan Collette
Blagoje Filipovic
Kim Girard
Jane Goldman
Denise Keane (TC)
Kurt Kulpa
Kate Lackman-Rodriguez
Megan Nolan
Sara Semrow
Helena Silva
Bing Wang
Mary Jane Newman (Staff)

Eastern Highlands Health District Board of Directors

Maria Capriola (Alt)
John Elsesser
Rick Field
Ralph Fletcher
Matthew Hart
Michael Kurland
Johnathan Luiz
Christina Mailhos (Alt)

Paul Schur
Joyce Stille
Tierney Tully
Steve Werbner
Deb Walsh
Mike Zambo (Alt)

**Emergency Management
Advisory Council**

Will Bigl
Bruce Clouette
Michael Kurland
Elizabeth Paterson
Frederick Baruzzi (Staff)
Matthew Hart (Staff)
Lon Hultgren (Staff)
John Jackman (Staff)
William Jordan (Staff)
Sgt. Richard Cournoyer (Staff)
Robert Miller (Staff)

**Four Corners Sewer Study Advisory
Committee**

Pat Ferrigno
Matthew Hart (staff)
Lon Hultgren (staff)
William Lennon
Christopher Paulhus
Peter Plante
Kenneth Rawn
Meg Reich
Carl Schaefer
William Thompson
Tim Tussing

Historic District Commission

Isabelle Atwood
Anita Bacon
Gail Bruhn (C)
Jason Andrew McGarry
Lesley Dyson Minearo (Alt)
James Nardi (Alt)
David Spencer

**Housing Authority Board of
Directors**

Dexter Eddy
Gretchen Hall
Richard Long (C)
William Simonsen
Kathleen Ward

Housing Code Board of Appeals

Will Bigl
Bill Briggs
Richard Pellegrine
David Spencer (Alt)

Human Services Advisory Cmte.

Sara Anderson
Jane Blanshard
Dexter Eddy
Lorraine Kenowski
Bev Korba
Ethel Mantzaris
Victoria Nimirowski
Joan Terry
Kevin Grunwald (Staff)
Pat Michalak (Staff)

Judge of Probate

Claire Twerdy

Library Advisory Board

Eva Bar-Shalom
Edmond Chibeau
Sheila Quinn Clark (C)
James Greene
Heidi Hand
William Hare
Barbara Katz
Thomas Long
Dale Truman
Leslie McDonough (Staff)

Mansfield Advocates For Children

Sara Anderson
Gloria Bent
Anne Bladen
Janice Bolteridge
Patricia Braithwaite
Lisa Dahn
Susan Daley
Vicki Fry
Jane Goldman
Cindy Guerreri
Jessica Higham
Yujin Kim
Mark Laplaca
Mary Jane Newman
Tanya Ohlund
Katherine Paulhus
Esther Soffer Roberts
Ellen Tulman
Lisa Young
Ande Bloom (staff)
Kathleen Krider (staff)
Rachel LeClerc (staff)
Judith Stoughton (staff)

**Mansfield Downtown Partnership
Board of Directors**

Stephen Bacon
Harry Birkenruth
Matthew Hart
Dennis Heffley
David Lindsay

Philip Lodewick
Paul McCarthy
Frank McNabb
Toni Moran
Richard Orr
Elizabeth Paterson
Christopher Paulhus
Steve Rogers
Kristin Schwab
William Simpson
Ted Yungclas
Cynthia van Zelm (Staff)

**Open Space Preservation
Committee**

Michael Allison
Kenneth Feathers
Quentin Kessel
James Morrow (C)
Vicky Wetherell
Susan Westa (Alt)
Jennifer Kaufman (Staff)

Parking Steering Committee

Paul Aho
Karla Fox
Martha Funderburk
Manny Haidous
Matthew Hart (staff)
Andy Hill
Lon Hultgren (staff)
Meredith Lindsey
Ralph Pemberton
Michael Taylor
Macon Toledano

Parks Advisory Committee

Ethan Avery
Julianna Barrett
Susan Harrington (C)
Tom Harrington
Alfred Montoya
Penny Potter
Jennifer Kaufman (Staff)

Personnel Appeals Board

Donald Nolan
Lee Terry
Crayton Walker

Planning and Zoning Commission

Michael Beal
Binu Chandy
Joann Goodwin
Roswell Hall III
Katherine Holt
Gregory Lewis
Peter Plante
Barry Pociask

Members and Staff of Elected and Appointed Committees, Boards and Commissions

Kenneth Rawn
Bonnie Ryan
Vera Stearns
Susan Westa
Linda Painter (Staff)

Recreation Advisory Committee

Darren Cook
Terry Cook
Sheldon Dyer (C)
Donald Field
Michael Gerald
Frank Musiek
Howard Raphaelson
Anne Rash
Curt Vincente (Staff)

Quiet Corner Committee

Anne Smith

Regional Board of Education

Herbert Arico
Janice Chamberlain
Robert Jellen
Frank Krasicki
Jim Mark
Elizabeth McCosh-Lilie
John Meyers
Timothy P. Nolan Sr.
Elizabeth Peczuh
Ronald Schurin
Michael Sibiga
Nancy Silander
Bruce Silva (Staff)

Solid Waste Management/ Recycling Committee

Andrea Ames
Robert Coughlin
Jane Knox
Sarah Milius
Dennis Roberts
Anne Smith
Liz Vitullo
Lon Hultgren (Staff)
Virginia Walton (Staff)

Sustainability Committee

Matthew Hart
William Lennon
Holly Matthews
Richard Miller
Paul Shapiro
Julia Sherman
Lynn Stoddard
Vera Sterns Ward
Lon Hultgren (Staff)
Virginia Walton (Staff)

Town Council

Denise Keane
Peter Kochenburger
Meredith Lindsey
Antonia Moran
Elizabeth Paterson (Mayor)
Christopher Paulhus
William Ryan
Carl Schaefer
Paul Shapiro
Maria Capriola (Staff)
Matthew Hart (Staff)

Town Historian

Roberta Smith

Town/University Relations Committee

Philip Barry
Thomas Callahan
Lindsay Chiappa
Barry Feldman
James Hintz
Robert Hudd
Nina Hunter
Richard Orr
Elizabeth Paterson
Christopher Paulhus
Ken Rawn
Alexandria Roe
John Saddlemire
Nancy Silander
William Simpson
Maria Capriola (Staff)
Matthew Hart (Staff)
John Jackman (Staff)
Linda Painter (Staff)
Cynthia van Zelm (Staff)

Transportation Advisory Committee

Paul Aho
Greg Frantz
Janet Freniere
Ross Hall
Meredith Lindsay
Alex Marcellino
Dennison Nash
William Ryan
Michael Taylor
Kevin Grunwald (Staff)
Matthew Hart (Staff)
Lon Hultgren (Staff)
Grant Meitzler (Staff)
Linda Painter (Staff)
Tim Veillette (Staff)

Youth Service Advisory Board

Jennifer Abele
Sevan Angacian
Eileen Griffin
Jane Griffin
Teri Herbert
Matt Lawrence
Charles Leavens
Ethel Mantzaris
Jerry Marchon
Candace Morrell
Jay O'Keefe
Frank Perrotti
Jeffrey Smith
Kevin Grunwald (Staff)
Pat Michalak (Staff)

Zoning Board of Appeals

Sarah Accorsi
Richard Brosseau
Jack Clauson
Beverly Gotch
Shirley Katz
Carol Pellegrine
Lyle Scruggs
Alicia Welch
Curt Hirsch (Staff)
Sharon Tyler (Staff)
Dennis O'Brien (Staff)

The calendar of meeting dates can be viewed by going to www.MansfieldCT.gov. You may also contact the Town Clerk's Office at 860-429-3302 for a complete and up-to-date listing of committee meetings.

UPCOMING TOWN EVENTS

Save the date!

STORRS FARMERS MARKET

Opens the first Saturday in May through the last Saturday before Thanksgiving and the second and fourth Saturdays from December through April.

www.storrsfarmers.org

REGION #19 BUDGET

REFERENDUM

May 8, 2012; Polls open 6:00 AM—8:00 PM; Audrey P. Beck Municipal Building, Council Chambers

ANNUAL TOWN MEETING

May 8, 2012; 7:00 PM; Mansfield Middle School Auditorium

MEMORIAL DAY PARADE

May 28, 2012; 9:00 AM; Bassetts Bridge Road/Rt. 195 to Mansfield Center Cemetery

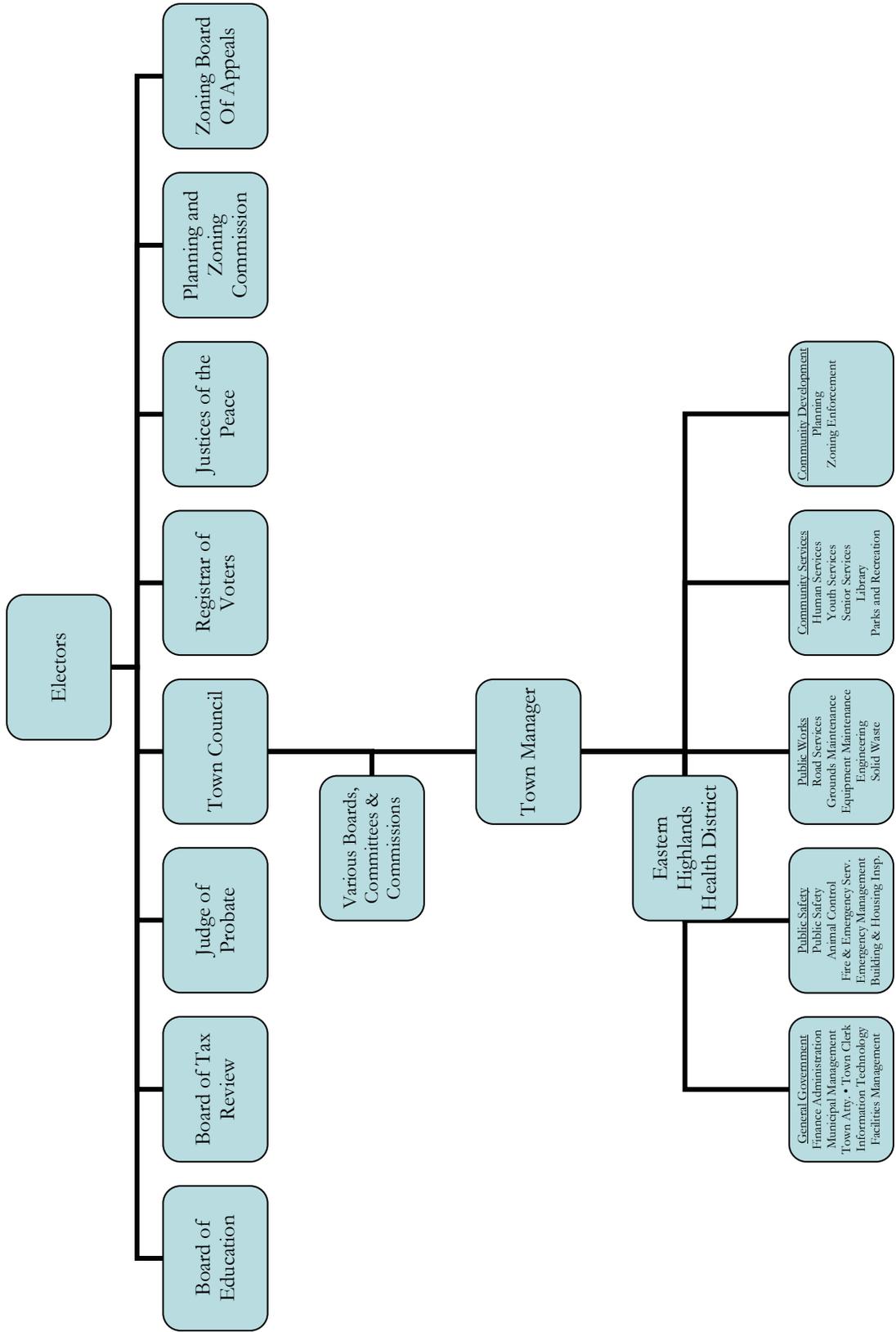
TOUR de MANSFIELD

July 2011; Mansfield Community Center (date TBA)

CELEBRATE MANSFIELD WEEKEND

September 21 - 23, 2012; Mansfield Commercial District, Storrs Road

Town of Mansfield Organizational Chart



DIRECTORY

For Information On

Accounts Payable
 Administration
 Assessment
 Birth Certificates
 Building Permits
 Cemetery (Town)
 Community Center
 Death Certificates
 Demolition Permits
 Dog Licenses
 Dog & Animal Problems
 Drainage Problems
 Electrical Permits
 Elderly Dial-A-Ride
 Elderly Municipal Agent
 Emergency Management
 Employment
 Engineering
 Finance
 Fire Emergencies
 Fire - Non-Emergencies
 Fire Marshal/Fire Prevention
 Health Matters (Public)
 Highways
 Housing Authority
 Housing Inspection
 Human Services
 Information Technology
 Inland Wetlands
 Landfill Permits
 Land Records
 Library
 Marriage Licenses
 Parking Tickets
 Parks
 Planning
 Plumbing & Heat Permits
 Police Emergencies
 Police - Non-Emergencies
 Probate Court
 Purchasing
 Recreation
 Refuse & Recycling
 Registration of Voters
 Sanitary Inspection
 School Business Manager
 Senior Center
 Snow Removal & Streets
 Taxes
 Town History
 Tree Warden
 Voting
 Welfare
 Youth & Family Services
 Zoning Enforcement

Call

Finance
 Town Manager
 Assessor
 Town Clerk
 Building Office
 Sexton
 Parks & Recreation
 Town Clerk
 Building Office
 Town Clerk
 Animal Control Officer
 Engineering
 Building Office
 Dial-A-Ride
 Human Services
 Emergency Management
 Human Resources
 Engineering
 Finance Director
 Fire Department
 Fire Department
 Fire Marshal
 Health Department
 Public Works
 Housing Authority
 Housing Inspection
 Human Services
 Information Technology
 Engineering
 Engineering
 Town Clerk
 Mansfield Public Library
 Town Clerk
 Tax Collector
 Parks and Recreation
 Planning & Zoning Office
 Building Office
 Police Department
 Police Department
 Judge
 Finance
 Parks and Recreation
 Engineering
 Registrar of Voters
 Health Department
 Finance Director
 Senior Center
 Public Works Garage
 Collector of Revenue
 Town Historian
 Public Works Dept.
 Registrar of Voters
 Human Services
 Youth Services
 Zoning Agent

Phone

860-429-3345
 860-429-3336
 860-429-3311
 860-429-3302
 860-429-3324
 860-456-0176
 860-429-3015
 860-429-3302
 860-429-3324
 860-429-3302
 860-487-0137
 860-429-3334
 860-429-3324
 860-456-1462
 860-429-3315
 860-429-3324
 860-429-3336
 860-429-3334
 860-429-3344
911
 860-429-3323
 860-429-3328
 860-429-3325
 860-429-3331
 860-487-0693
 860-487-4440
 860-429-3315
 860-429-3355
 860-429-3334
 860-429-3334
 860-429-3302
 860-423-2501
 860-429-3302
 860-429-3374
 860-429-3015
 860-429-3330
 860-429-3324
911
 860-429-3360
 860-871-3640
 860-429-3345
 860-429-3015
 860-429-3333
 860-429-3368
 860-429-3325
 860-429-3344
 860-429-0262
 860-429-3676
 860-429-3306
 860-429-9789
 860-429-3331
 860-429-3368
 860-429-3315
 860-429-3317
 860-429-3341

DIRECTORY

BOARD OF EDUCATION

Central Office	Contact Person	Phone
Superintendent of Schools	Fred Baruzzi	860-429-3350
Superintendent RSD #19	Bruce Silva	860-487-1862
Annie E. Vinton		
Principal	Dr. James Palmer	860-423-3086
E.O. Smith High School		
Principal	Louis F. DeLoreto	860-487-0877 x2434
Goodwin School		
Principal	Debra Adamczyk	860-429-6316
Mansfield Middle School		
Principal	Jeffrey Cryan	860-429-9341
Southeast School		
Principal	Norma Fisher-Doiron	860-423-1611

TOWN OF MANSFIELD EMAIL ADDRESSES

Department	Email Address
Animal Control	ACO@mansfieldct.org
Building	NinteauME@mansfieldct.org
Downtown Partnership	vanZelmCA@mansfieldct.org
Eastern Highlands Health District	EHHD@mansfieldct.org
Emergency Management	JackmanJE@mansfieldct.org
Facilities Management	HammonWD@mansfieldct.org
Finance	FinanceDept@mansfieldct.org
Fire and Emergency Services	DagonDJ@mansfieldct.org
Fire Marshal	FireMarshal@mansfieldct.org
Human Resources	HR@mansfieldct.org
Human Services	HumanServ@mansfieldct.org
Information Technology	ITdept@mansfieldct.org
Library	BaileyLA@mansfieldct.org
Parks and Recreation	Parks&Rec@mansfieldct.org
Planning and Zoning	PlanZoneDept@mansfieldct.org
Public Works	PublicWorks@mansfieldct.org
Registrars of Voters	RegVoters@mansfieldct.org
Town Clerk	TownClerk@mansfieldct.org
Town Manager	TownMngr@mansfieldct.org
Youth Services	YouthServ@mansfieldct.org

TOWN COUNCIL

Town Council Members	Party	Phone	Email
Denise Keane	R	860-786-8147	DeniseKeane2009@gmail.com
Peter Kochenburger	D	860-487-9426	peterkochenburger@yahoo.com
Meredith Lindsey	R	860-465-6533	LindseyM@MansfieldCT.org
Antonia Moran	D	860-429-0798	morantt@earthlink.net
Mayor Elizabeth Paterson	D	860-456-8553	PatersonE@MansfieldCT.org
Christopher Paulhus	R	860-487-5223	PaulhusCR@MansfieldCT.org
William Ryan	D	860-423-6643	bonbill@charter.net
Carl Schaefer	D	860-423-9427	SchaeferC@MansfieldCT.org
Paul Shapiro	D	860-429-9595	ShapiroP@MansfieldCT.org

To reach the full Council, email TownCouncil@mansfieldct.org

DIRECTORY

JUSTICES OF THE PEACE

Name	Phone
Brian Ahern	860-429-5233
Stephen Bacon	860-487-1842
Judith Blei	860-423-9613
Fred Cazel, Jr.	860-429-2637
Andrea Epling	860-429-2702
Sharry Goldman	860-423-2381
Roswell G. Hall III	860-456-1027
April A. Holinko	860-429-4449
Allan Maines	860-429-5050
James R. Mark	860-465-2788
Richard Meehan	860-429-6905
Stanley Miela	860-429-8380
Joseph Pandolfo	860-423-2646
Joyce Passmore	860-429-6799
Carol Pellegrine	860-429-9598
Richard Pellegrine	860-429-9598
Doryann Plante	860-450-0696
Peter Plante	860-450-0696
Holly Rawson	860-429-5233
Chandler H. Rose	860-423-3700
Dot Shaw	860-456-1060
Judith Ann Stein	860-487-0422
Robin Tracey	860-429-7160