



TOWN OF MANSFIELD
TOWN COUNCIL MEETING
MONDAY, April 14, 2003
COUNCIL CHAMBERS
AUDREY P. BECK MUNICIPAL BUILDING
7:30 p.m.

AGENDA

	PAGE
CALL TO ORDER	
ROLL CALL	
APPROVAL OF MINUTES	1
PUBLIC HEARING	
1. Town of Mansfield Proposed Fiscal Year 2003/04 Budget (7:30 p.m.).....	11
OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL	
OLD BUSINESS	
2. Supplemental Grant Application – Mt. Hope Road Bridge Culvert Replacement Project (Item #1, 02-24-03 Agenda)	13
3. Issues Regarding the UConn Landfill including the UConn Consent Order, Public Participation Relative to the Consent Order and Well Testing (Item #2, 02-10-03 Agenda)..	21
4. Community Center Walking Track (No Attachment)	
5. University Spring Weekend (Item #5, 03-24-03 Agenda) (No Attachment)	
NEW BUSINESS	
6. Proclamation Designating Month of April as Fair Housing Month in Mansfield	39
7. Small Cities Community Development Block Grant – Certificates of Completion.....	41
8. Historic Documents Preservation Grant Application	45
9. Quinebaug-Shetucket Heritage Corridor Partnership Grant – Natural Areas Volunteer Program.....	51
10. Quinebaug-Shetucket Heritage Corridor Partnership Grant – Natural Areas Volunteer Program – Waterfront Recreation Area along Willimantic River	57
11. Real Choice Systems Change Project.....	63
12. Rural Business Enterprise Grant – Downtown Mansfield Revitalization and Enhancement Project	67

13. Status Report on Pending Claims and Litigation.....	77
DEPARTMENTAL REPORTS.....	81
REPORTS OF COUNCIL COMMITTEES	
REPORTS OF COUNCIL MEMBERS	
TOWN MANAGER’S REPORT	
FUTURE AGENDAS	
PETITIONS, REQUESTS AND COMMUNICATIONS	
14. L. Schilling re: Storm Water Sampling Reports for Stadium Road Detention Basin.....	133
15. Planning and Zoning Commission re: PZC Approval of Amendment to Art. X of the Zoning Regulations (Temporary Sponsorship Signs and Banners in Town Parks)	147
16. Planning and Zoning Commission re: April 7, 2003 Public Hearing on Proposed Driveway and Utility Work Associated with Proposed New House on Summit Road.....	157
17. A. Barberet re: Draft 2004 Update: Connecticut Policies Plan for Conservation and Development.....	167
18. G. Padick re: Update – UConn Master Plan	169
19. Connecticut Department of Transportation re: 2003 Master Transportation Plan.....	171
20. C. van Zelm re: Meeting on Municipal Development Plan and Survey	177
21. Windham Region Council of Governments re: Enhancement Project Priorities.....	181
22. Windham Region Council of Governments re: “Windham Region Council of Governments Elects New Officers”	183
23. H. Koehn re: New Restaurant at Site of Former Corner Café	185
24. R. Pellegrine re: Pledge of Allegiance	189
EXECUTIVE SESSION	

REGULAR MEETING-MARCH 24, 2003-MANSFIELD TOWN COUNCIL

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

I. ROLL CALL

Present: Haddad, Hawkins, Holinko, Paterson, Rosen, Schaefer, Martin
Absent: Bellm, Thorkelson

II. APPROVAL OF MINUTES

Mr. Schaefer moved and Mr. Martin seconded to approve the minutes of March 10, 2003 as presented.

So passed. Mayor Paterson abstained. So noted that Mr. Bellm and Mr. Thorkelson were ill.

III. PUBLIC HEARING

1. Proposed Amendments to Building Construction Ordinance

No comments from the public, hearing closed at 7:34 p.m.

IV. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

Mr. Christopher Paulhus, 720 Middle Turnpike, regrets that the Council voted on the Resolution against war in Iraq. However he urged the Council to adopt a new resolution in support of our troops who are now serving in Iraq.

V. OLD BUSINESS

2. Comprehensive Annual Financial Report (CAFR) for Year Ending June 30, 2002

Mr. Schaefer moved and Mr. Martin seconded to accept the Comprehensive Annual Financial Report for year ending June 30, 2002.

Motion so passed unanimously.

Mr. Schaefer moved and Mr. Haddad seconded to add Dec. 31, 2002 Financial Report to the agenda.

So passed unanimously.

2a. December 31, 2002 Financial Report

Mr. Schaefer moved and Mr. Martin seconded to accept the December 31, 2002 Financial Report as presented by the Director of Finance.

So passed unanimously.

3. Proposed Amendments to Building Construction Ordinance-Chapter 107, Mansfield Code of Ordinances

Mr. Rosen moved and Mr. Holinko seconded to adopt the amendments to the Building construction Ordinance-Chapter 107 of the Mansfield Code of Ordinances as proposed by staff in its draft dated March 10,2003, and which amendments will become effective 21 days after publication in a newspaper having circulation in the Town of Mansfield.

So passed unanimously.

4. Mansfield Public Library Advisory Board Statement Concerning the Importance of Constitutional Privacy Protections

Mr. Martin moved that the Library Board members contact their federal legislators as citizens concerning the importance of maintaining certain constitutional privacy protections with respect to public libraries.

Mr. Schaefer called the question. Seconded by Mr. Rosen.
So passed unanimously.

Roll call vote on motion:

In favor: Hawkins, Martin

Against: Haddad, Holinko, Paterson, Rosen, Schaefer

Motion failed.

Mr. Schaefer moved and Mr. Haddad seconded to authorize the Mansfield Public Library Advisory Board to submit to Mansfield's federal legislators the board's statement concerning the importance of maintaining certain Constitutional privacy protections with respect to public libraries.

Motion so passed. Mr. Hawkins, Mr. Holinko and Mr. Martin voted against motion.

5. University Spring Weekend

No comments

VI. NEW BUSINESS

6. Town of Mansfield Proposed Fiscal Year 2003/04 Budget

The Town Manager presented the Town Council with the budget for fiscal year 2003/04 for their review and consideration. He highlighted his budget message, which would require a tax rate increase on all taxable property in Mansfield of 14.1. This budget reflects the Governor's proposed budget and the revenues that the Town will be receiving from major state grants. Revenues have decreased by nearly five percent. The Council will be meeting with the Town Manager and the Director of Finance at future budget meetings to prepare a final budget to present at the Annual Town Budget meeting on May 13, 2003.

7. Agreement Among Chief Elected Officials for the Eastern Connecticut Workforce Investment Area

Mr. Schaefer moved and Mr. Haddad seconded to authorize the Mayor, effective March 24, 2003 to execute the proposed "Agreement among Chief Elected Officials for the Eastern Connecticut Workforce Investment Area"

So passed unanimously.

8. Underage Drinking on Private Property

Mr. Haddad moved and Mr. Rosen seconded to refer this issue of underage drinking on Private Property to the staff and to the Substance abuse committee.

So passed unanimously.

9. Minority Party Representative on Regional Boards

Mr. Martin read a letter addressed to Carol Pellegrine regarding the vacancy on Region 19 Board of Education from the Deputy Director of the Connecticut Republicans.

Mr. Martin moved and Mr. Schaefer seconded to refer this letter to the Town Attorney and placing this issue on the next agenda.

So passed unanimously

10. Community Center Walking Tract

The Town Manager was pleased to announce a donation toward the walking tract in the Community Center of \$250,000.00. This is at present an anonymous donation until the Center is dedicated.



Connecticut Republicans

97 ELM STREET, REAR ★ HARTFORD, CT 06106 ★ 860.547.0589 ★ 860.278.8563 (FAX)

Ms. Carol Pellegrine
269 Clover Mill Rd.
Storrs Mansfield, CT 06268-2825

March 10, 2003

Re: Vacancy on Region 19 Board of Education

Dear Ms. Pellegrine:

I agree with Attorney O'Brien that the Charter governs the election of Mansfield's representatives to the Board and the Town Council's vacancy appointments to the Board. I reach that conclusion more directly than Mr. O'Brien does.

The final sentence of CGS 10-46(a) provides: "Thereafter, members of the board shall be nominated and elected in their respective towns in accordance with subsection (b) or (c) of this section as determined by the legislative body of each town." Mansfield operates in accordance with subsection (c).

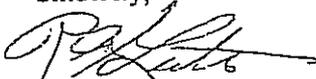
Subsection (c) provides that board members shall be nominated and elected in the same manner as town officers in accordance with the provisions of title 9. The Charter controls these elections.

The exception from CGS 9-167a cited by Mr. Hawkins and discussed by Mr. O'Brien is irrelevant because Section 203 of the Charter contains the same limitations as 9-167a(a)(1). Unlike 9-167a, the Charter does not explicitly extend minority protection to vacancy appointments. This creates a potential conflict between Sections 203 and 206 of the Charter. It seems clear that the provisions of Section 203 must prevail for all the reasons Mr. O'Brien advanced in his analysis of vacancy provision of 9-167a.

You have indicated that all four Mansfield members of the Region 19 Board are Democrats. This would be a clear violation of Section 203, which is not preempted by CGS 10-46.

I suggest that the Town Council must bring Mansfield's Board 19 representation into compliance with Section 203 by appointing someone not affiliated with the Democrat Party to fill the current vacancy. Moreover, at the next election no party may nominate more than three candidates to the region 19 board. If the terms are staggered, the maximum number of nominees must be adjusted to maintain the post-election majority limit.

Sincerely,


Robert H. Lutts
Deputy Director

10a. By consensus item 10a Resolution regarding an award to the Mansfield Public Library.

Mr. Schaefer moved and Mr. Rosen seconded to adopt the following resolution:

The Mansfield Public Library having been awarded the Excellence in Public Library Architecture Award 2003, for libraries under 18,000-sq. ft., The Town of Mansfield congratulates and thanks the Library, its Board, and its Librarian, Louise Bailey.

So passed unanimously.

VII. QUARTERLY REPORTS

No comments

VIII. DEPARTMENTAL REPORTS

No comments

IX. REPORTS OF COUNCIL COMMITTEES

No comments

X. REPORTS OF COUNCIL MEMBERS

Mr. Martin reported that he had attended his first Correctional Facility Meeting and was very impressed with the members of the committee.

XI. TOWN MANAGER

The Town Manager and Assistant Town Manager spoke to the Town of Windham Charter Revision Commission.

There has been an election by the Local 760 CSEA, SEIU, AFL-CIO in the Town Hall and the members have voted to retain the Union.

The Town Manager and Assistant Town Manager attended a meeting with the Governor on homeland security.

The Town has closed on the Vernon property.

The Community Center Building committee met last week and the Town Manger shared with them the gift of the Track for the new Center. The building project is close to its schedule of completion.

A company has been hired to develop a Municipal Development Plan for the Downtown Partnership.

WINCOG considered the ISTEAs grants and has given priority to a project in the Town of Coventry.

There is an at-risk program in place in town.

The Town Manager handed out a press release regarding the 2003 Town Road Sweeping program.

There is a Special Meeting on March 29 to visit capital projects in town.

XII. FUTURE AGENDAS

Assessment from the Town Manager and staff regarding bottle recycling bill.

XIII. PETITIONS, REQUESTS AND COMMUNICATIONS

11. Transportation Advisory Committee re: Fare-Free Bus Program Funding
12. C. Hirsch re: "The Rock" on South Eagleville Road
13. Department of Public Works Press Release re: Plains Road Closure
14. Connecticut State Library re: Mansfield Public Library Recipient of Excellence in Public Library Architecture Award for 2003
15. Willimantic River Alliance re: Nomination of Willimantic River Greenway
16. R. Miller re: Four Corners Area Drinking Water Will Monitoring Update

XIV. EXECUTIVE SESSION

Not needed.

XV. ADJOURNMENT

At 8:55 p.m. Mr. Martin moved and Mr. Hawkins seconded to adjourn the meeting.

So passed unanimously.

Elizabeth Paterson, Mayor

Joan E. Gerdsen, Town Clerk

SPECIAL MEETING-MANSFIELD TOWN COUNCIL-MARCH 31, 2003

The special meeting of the Mansfield Town Council was called to order by Deputy Mayor Haddad at 6:10 p.m. in the Council Chamber of the Audrey P. Beck Municipal Building.

I. ROLL CALL

Present: Bellm, Haddad, Hawkins, Holinko, Schaefer, Thorkelson
Absent: Paterson, Rosen, Martin (ill)

II. BUSINESS-BUDGET 03-04

BOARD OF EDUCATION

Present for the Board of Education: Gordon Schimmel, Fred Baruzzi, members of Board, William Simpson, April Holinko, Christine Winter, Anneliese W. Reilly

Chairman of the Board, William Simpson summarized the Foreword to the Board's Proposed Budget. The budget for 2003-04 represents an increase of \$1,242,310 or 8.1 % as compared to the present year. Last spring the decision was made to reduce the current year budget by \$300,000 using one-time savings in fiscal year 2001-2002. There is a need for a 0.6 World language teacher and a 0.4 increase for the reading academy teacher. One additional instructional assistant to support a new Special Education placement is also needed. The Board of Education realizes that this is a financially difficult year and will be willing to work with the Council to come to a reasonable budget. They are appreciative of the Council's past support.

**** FLAGGED-Board of Education

ISSUES AND OPTIONS

Pg. 5 Town Manager

Pg. 7 Jeff Smith, Finance Director, discussed the 10 year trend of the Board of Education and Regional Board #19-the expenditures and increases in student enrollment.

Finance Director also noted that the Regional District #19 Board will be meeting and will be making decisions on a possible reduction of \$330,000.00

Pg. 8 Debt Service Jeff Smith explained that \$250,000 Mohegan Pequot money went into debt service.

Pg. 10 Staff changes Matt Hart, Assistant Town Manager, discussed the proposed staff changes.

Pg. 12 Non-Profit Funding

Town Manager spoke on the requests.

***FLAGGED WRTD Pre-Paid Fare Program

GENERAL GOVERNMENT

Pg. 55 Summary

Pg. 56-57 Legislative 11100

Pg. 58-59 Municipal Management 12100

Pg. 60-61 Personnel Management

Pg. 62-63 Town Attorney

Pg. 64-65 Probate Court

Pg. 66-67 Registrars

Pg. 68-69 Town clerk

Pg. 70-71 General Elections

Pg. 73-77 Finance

Pg. 78-79 Revenue Collection

Pg. 80-81 Assessment

Pg. 82-85 Central Copying, Services

Pg. 86-87 Information Technology

PUBLIC SAFETY

Pg. 89 Summary

Pg. 90-91 Police Supervision

Pg. 92-93 Police Protection

Pg. 94-95 Animal Control Dianne Gaudreau was present to answer question

Pg.96-101 Fire Protection Dave Dagon was present to answer questions

Pg. 96-96, 102-103 Fire Marshal and Civil Preparedness John Jackman was present to answer questions

PUBLIC WORKS

Pg. 105-117 Lon Hultgren was present to answer questions. Request for a list of vehicles and total cost to operate fleet.

Pg. 118-119 Engineering

BUILDING

Pg. 120-121 Building Inspection

Pg. 122-123 Building Maintenance

SOLID WASTE

Pg. 207-215 Waste Management-Lon Hultgren commented that he was speaking with both Preston and Lisbon facilities and requesting proposals from each.

III. ADJOURNMENT

Mr. Thorkelson moved to adjourn at 8:00 p.m. No objections. Meeting adjourned.

Elizabeth Paterson, Mayor

Joan E. Gerdson, Town Clerk

THIS PAGE LEFT

BLANK

INTENTIONALLY

Item #1

LEGAL NOTICE
PUBLIC HEARING
MANSFIELD TOWN COUNCIL
FY 3003-2004 BUDGET
April 14, 2003 Council Chamber

The Mansfield Town Council will hold a Public Hearing on the proposed FY 2003-2004 Budget at 7:30 p.m. in the Council Chamber of the Audrey P. Beck Municipal Building, April 14, 2003.

At this hearing persons may be heard and written communication received.

Dated at Mansfield, Connecticut, this 31st day of March, 2003.

Joan E. Gerdson
Mansfield Town Clerk

THIS PAGE LEFT

BLANK

INTENTIONALLY

TOWN OF MANSFIELD
OFFICE OF THE TOWN MANAGER



Martin H. Berliner, Town Manager

AUDREY P. BECK BUILDING
FOUR SOUTH EAGLEVILLE ROAD
MANSFIELD, CT 06268-2599
(860) 429-3336
FAX: (860) 429-6863

April 14, 2003

Town Council
Town of Mansfield

Re: Supplemental Grant Application – Mt. Hope Road Bridge Culvert Replacement Project

Dear Town Council:

As you will recall, the Council authorized staff to submit a local bridge grant application to replace the large culvert on Mt. Hope Road near the Mansfield/Chaplin town line. We plan to begin construction of the project this summer. Mansfield's share of the project totals \$77,504, which has been budgeted as part of the town's Capital Improvement Program.

In order to move the project to the construction stage, staff recommends that the Council authorize the Director of Public Works to certify the supplemental application and submit the necessary paperwork to the state.

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

Move, to authorize Director of Public Works to certify the supplemental application dated March 27, 2003 for the Mt Hope Road Bridge Culvert Replacement Project, and to submit the application to the Connecticut Department of Transportation.

Respectfully submitted,

Martin H. Berliner
Town Manager

Attach:(2)

TOWN OF MANSFIELD
MEMORANDUM
4/1/03

TO: Martin H. Berliner, Town Manager
FROM: Lon R. Hultgren, Director of Public Works 
RE: Supplemental Grant Application – Mount Hope Road Culvert

Attached please find the Supplemental Application for the State's Local Bridge program as required for the grant we will receive for the Mt. Hope Road culvert replacement near the Mansfield/Chaplin Town line.

We have been working with the two adjacent property owners to obtain their permission to perform temporary construction work on their upstream/downstream properties. We have obtained one (upstream) and the second (downstream) is expected next week. Construction should take place this summer.

Council's authorization to have me ("Lon Hultgren, Director of Public Works") execute the certification on page three of the attachment is respectfully requested.

cc: Jeffrey H. Smith, Director of Finance
File

attach: four pages



CONNECTICUT DEPARTMENT OF TRANSPORTATION
LOCAL BRIDGE PROGRAM
SUPPLEMENTAL APPLICATION



SECTIONS 13a-175p through 13a-175u OF THE CONNECTICUT GENERAL STATUTES

Supplemental Application is hereby made by the Town/City/Borough of Mansfield for consideration for funding under the provisions and regulations of the Local Bridge Program for Fiscal Year 2003 for the following structure:

Bridge Location: Mount Hope Road over Brook

Bridge Number: 077002 Sufficiency Rating: 60.83%

Span Length (existing/proposed): 6 / 6 feet Width (existing/proposed): 6 / 4.5

CT Professional Engineer Responsible for Project Design:

Name: Peter M. Smith

Firm: Weston & Sampson Engineers, Inc.

License No.: 16225 Telephone: 800-726-7766 FAX: 978-977-0100

Address: 2928 Main Steet

City: Glastonbury State: CT 06033 Zip:

Municipal Information:

Name of Official to Contact: Lon R. Hultgren, P.E.

Mailing Address: 4 South Eagleville Road, Storrs, CT 06268

Telephone Number: (860) 429-3331 FAX: (860) 429-6863

E-Mail: hultgrenLR@MansfieldCT.org

Project Cost Data

	Preliminary <i>(From Preliminary Application)</i>	Updated
Preliminary Engineering Fees \$	\$ <u>11,838.00</u>	\$ <u>11,838.00</u>
<i>(Include Breakdown of Fees - Not to Exceed 15% of Construction Costs)</i>		
Rights-of-Way Cost \$	\$ <u>5,000.00</u>	\$ <u>5,000.00</u>
<i>(If Applicable)</i>		
Municipal Utility Relocation \$	\$ <u>0.00</u>	\$ <u>0.00</u>
Estimated Construction Costs \$	\$ <u>78,920.00</u>	\$ <u>78,920.00</u>
<i>(Include Detailed Estimate)</i>		
Construction Engineering \$	\$ <u>11,838.00</u>	\$ <u>11,838.00</u>
<i>(Inspection, Materials Testing - Not to Exceed 15% of Construction Cost)</i>		
Contingencies \$	\$ <u>7,892.00</u>	\$ <u>7,892.00</u>
<i>(10% of Construction Costs Only)</i>		
Total Estimated Project Cost \$	\$ <u>115,488.00</u>	\$ <u>115,488.00</u>

LOCAL BRIDGE PROGRAM
SUPPLEMENTAL APPLICATION

Existing Conditions: Attach detailed description of existing conditions, including Inspection Report & Engineer's Evaluation.

Scope of Proposed Project: Attach detailed description of the Project, including a description of the scope of the work, Final Plans, Specifications, Detailed Estimates & other pertinent data.

Check List:

<u> X </u>	Plans
<u> X </u>	Specifications
<u> X </u>	Estimates
<u> </u>	R.O.W. (if applicable)
<u> </u>	Utilities (if applicable)
<u> X </u>	Permits: Local, State, Federal (if applicable)
<u> X </u>	Public Hearing Date
<u> X </u>	Disposition of Public Hearing <u> (attached) </u>

Financial Aid Data

Project Grant:

Municipalities allowable grant percentage	32.89	%	
\$ 115,488.00	x 32.89	= \$	37,984.00
(Total Project Cost)	(Grant %)		(Total Grant Amount)

Project Loan (optional):

Total Eligible Project Cost \$ _____ x 50% = \$ _____
(Total Amount of Project Loan, 6% Interest, 10 Year Life, Payable Quarterly)

Project Schedule:

Final Design (Accepted by Municipality)	<u>March 2003</u>
Right-of-Way (Acquisition Complete)	<u>March 2003</u>
Utilities (Coordination Completion)	<u>N/A</u>
Public Hearing (Advertise)	<u>February 19, 2003</u>
(Conducted)	<u>February 24, 2003</u>
Construction Advertising	<u>May 2003</u>
Construction Contract Award	<u>June 2003</u>
Construction Start	<u>July 2003</u>
Construction Complete	<u>September 2003</u>
Audit Submittal	<u>November 2003</u>

LOCAL BRIDGE PROGRAM
SUPPLEMENTAL APPLICATION

CERTIFICATIONS:

I, _____, _____, duly authorized
by the (Town, City, Borough) of _____ as so signified by
the attached authorization, do certify and attest to the following:

1. Approval and acceptance of all plans, specificatons and estimates. Any digressions from AASHTO and Connecticut Highway Design Manual guidelines have been made in accordance with P.A. 97-214.
2. That all R.O.W. activities associated with the project have been addressed or will be completed by the start of construction and, by a certified appraiser, that the purchase price of all properties being acquired represents the fair market value of such property.
3. That the Municipality owns or has the responsibility for maintaining the structure for which funding is sought and will be responsible for all future maintenance of the structure.
4. That all public and private utility relocations have been addressed.
5. That the design loading for the structure complies with the mandates of the Regulations for the Local Bridge Program.
6. That all permits, regulations, executive orders, etc. required from Federal, State, and Local entities have been obtained.
7. That this project complies with Section 25-68d of the Connecticut General Statutes, Flood Management Certification.

Yes _____ No X

If number 7 above is "No", that this project is exempt from Flood Management Certification (project within a drainage basin of less than one square mile).

Yes X No _____

8. That the Public Hearing required under Section 13a-175t of the Connecticut General Statutes was held on 2/24/03 (Attach copies of Legal Notice)
9. That separate accounts have been established specifically for this project and all additions or disbursements will be made therefrom.

Signed _____

Date 3/27/03

Title Director of Public Works

Municipal Seal

LOCAL BRIDGE PROGRAM
SUPPLEMENTAL APPLICATION

CERTIFICATIONS (continued)

Additional Certifications Required by a Connecticut Licensed Professional Engineer:

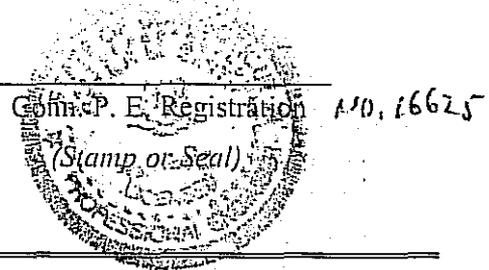
I, Robert M. Smith, do hereby certify:
name

1. That the design loading complies with the requirements of the program regulations.
2. That the completed structure will have a 20-year life.
3. That the design reflects the latest AASHTO Standard Specifications for Highway Bridges requirements for structures of that type, or previously agreed to digressions from those standards.
4. That the geometric design reflects the latest Connecticut Highway Design Manual requirements, or previously agreed to digressions from those standards

Signed Robert M. Smith

Date 3/14/09

Title Sr. Vice President



By a Certified Appraiser: (If Applicable)

I, _____, hereby certify that the appraised property values reflect the current fair market value and are fair and reasonable.

Signed _____

Date _____

Title _____

Certification Number

DESCRIPTION OF EXISTING CONDITION OF STRUCTURE

The culvert to be replaced is located approximately one mile east of Route 89 on Mount Hope Road in Mansfield, Connecticut. The culvert consists of a six foot circular corrugated metal pipe (CMP) with stone masonry headwalls and wingwalls. The asphalt coating on the culvert pipe has deteriorated and several holes now exist along the bottom of the pipe. In addition, the headwalls and wingwalls of the culvert have deteriorated. The masonry joints of the headwalls and wingwalls have numerous gaps, and some settling of the masonry structure has occurred.

The Town is seeking to replace the culvert with funding assistance from the Connecticut Department of Transportation (ConnDOT) Local Bridge Program for Fiscal Year (FY) 2003.

SCOPE OF WORK

The scope of work includes replacement of an existing six foot CMP culvert located along Mount Hope Road in Mansfield, Connecticut. The project includes the removal of the existing culvert and the construction of a 6-foot wide by 4 ½ -foot high precast concrete box culvert, precast headwalls, and a new metal beam rail and other associated appurtenances.

THIS PAGE LEFT

BLANK

INTENTIONALLY

Item #3

TOWN OF MANSFIELD
OFFICE OF THE TOWN MANAGER



Martin H. Berliner, Town Manager

AUDREY P. BECK BUILDING
FOUR SOUTH EAGLEVILLE ROAD
MANSFIELD, CT 06268-2599
(860) 429-3336
Fax: (860) 429-6863

April 14, 2003

Town Council
Town of Mansfield

Re: Issues Regarding the UConn Landfill Including the UConn Consent Order, Public Participation Relative to the Consent Order and Well Testing

Dear Town Council:

Attached for your information please find correspondence concerning the UConn landfill, and the related consent order and well testing. At present, the town council does not need to take any action on this item.

Respectfully submitted,

A handwritten signature in cursive script that reads "Martin H. Berliner".

Martin H. Berliner
Town Manager

Attach:(2)



Laurelro Engineering Associates, Inc.

March 26, 2003

Town of Mansfield
4 South Eagleville Road
Mansfield, CT 06268-2599

Attn: Martin H. Berliner
Town Manager

RE: Technical Review Comments
January 16, 2003 Response to Technical Review Comments
University of Connecticut Storrs, Connecticut
LEA Comm. No. 54MC902 Task 001

Dear Mr. Berliner:

We have prepared this letter to provide the Town of Mansfield with our general opinion regarding the October 2002 report entitled *Draft Report Comprehensive Hydrogeologic Investigation Report and Remedial Action Plan* and the January 16, 2003 response to technical review comments prepared by Haley & Aldrich, Inc., Environmental Research Institute, Epona Associates, L.L.C., F.P. Haeni, L.L.C., and Regina Villa Associates, Inc. In reviewing the October 2002 report we identified a number of instances that warranted revision. These instances were documented in our technical review comments dated December 21, 2002. Recently, on January 16, 2003, the University of Connecticut team provided responses to technical review comments provided by all members of the Technical Review Committee. In reviewing the January 16, 2003 document, while we are not entirely satisfied with the responses provided, and with one exception, we do not believe that resolution of the outstanding items will materially affect the overall approach to remedy selection for the UCONN Landfill, Chemical Pits, or F-Lot. The single exception is noted below. In addition, we have also provided as part of this letter, a summary of those outstanding issues that we will continue to pursue in our role as members of the technical review team.

In our review of the October 2002 draft report, we had noted that in Section 10.6.1.1, the technology of water diversion is dismissed. We had previously provided comment to the November 2001, Technical Memorandum – Evaluation of Remedial Alternatives UCONN Landfill Storrs, Connecticut, that this technology should be more fully evaluated. In response to our December 21, 2002 comments, the UCONN team indicates that upgradient water diversion structures would have the effect of lowering water surface elevations within the landfill. The technology is dismissed from further consideration due to the fact that they would have to be advanced into bedrock to be effective. We believe that the technology of upgradient hydraulic control (diversion structure) is a technology that could be implemented and may have the beneficial impact when coupled with a low-permeability cap, to significantly reduce leachate generation rates.

We are of the opinion that the diversion technology has been dismissed prematurely, particularly in light of the January 16, 2003 letter documenting the UCONN team's opinion that the technology



Town of Mansfield

March 26, 2003

Page 2 of 3

could be effective in reducing water surface elevations within the footprint of the landfill. The lack of information relative to the practicality of implementation of the technology is apparent, and prior to final dismissal, the UCONN team should be required to present conclusive evidence that the implementation of the technology will provide no substantive benefit.

In addition to the above, we have noted a number of instances within the January 16, 2003 response to comments document that we feel should be pursued in future technical review meetings. However, as noted in the first paragraph of this letter, we do not believe that resolution of the outstanding items will materially affect the overall approach to remedy selection for the UCONN Landfill, Chemical Pits, or F-Lot team. These instances are related primarily to documentation of the results of the quality assurance/ quality control (QA/QC) measures that were used to ensure the technical quality of the data used to make decisions regarding potential risk and remedial options and to presentation of data in a manner that permits relatively simple assessment of the statements that are made regarding compliance with applicable RSR criteria. In the first instance, we are still not satisfied with the discussion of how the QA/QC requirements for data usability meet the objectives set forth in the work plan and Quality Assurance Plan. Our concerns include the lack of discussion in the text regarding the actual comparison of results for duplicate analyses and the RPD for each comparison. Even the data validation memoranda in Appendix S do not discuss actual results of such comparisons, but merely state whether the RPD met requirements or was over a particular percentage. It is also not possible to discern whether the QA/QC requirements were met for all analytical methods for all matrices. A review of the data validation memoranda indicate that on numerous occasions, holding times were exceeded for particular samples and particular analyses. While the overall results may meet the QA/QC requirements, it is not clear that these requirements were met for all target compounds groups.

It is also not clear that all of the data qualification that was indicated in the data validation memoranda were actually included in the project database. We performed a random check to see if data that was supposed to be flagged as "R" (rejected) due to an inability to meet QA/QC requirements, and in one instance, we noted that the data qualification flag was not included next to the data for well MW-105 for the first quarter sampling event in 2002. It is difficult to know whether this was the only instance in which this occurred.

We are also concerned that a review of Table XXIII to determine what compounds did not have RSR criteria established indicated several additional compounds to those that were noted in the Addendum, with no explanation as to why no criteria were developed. We also believe that a final comprehensive table should be prepared which includes the newly developed criteria, as well as that actual data, on the same table, so it would be possible for a reviewer to verify which criteria were exceeded where and by how much. Instead, we must rely on the information presented on a separate table in the addendum that indicates where exceedances occurred.

[



Town of Mansfield
March 26, 2003
Page 3 of 3

Should this letter meet with your satisfaction, we will perform the task of submitting the letter to DEP electronically. Should you have any questions or comments, please do not hesitate to contact us.

Sincerely,

LOUREIRO ENGINEERING ASSOCIATES, INC.

Brian A. Cutler, P.E., L.E.P.
Senior Vice President

HGC ENVIRONMENTAL

Gail L. Batchelder, Ph.D., P.G., L.E.P.
Principal Hydrogeologist/Geochemist

pc: Robert L. Miller, Eastern Highlands Health District



University of Connecticut
Division of Business and Administration

Architectural and
Engineering Services

Larry G. Schilling
Executive Director

March 31, 2003

REC'D APR 0 - 2003

REC'D APR 0 1 2003

Raymond L. Frigon, Jr.
Environmental Analyst
State of Connecticut, Department of Environmental Protection
Waste Management Bureau/PERD
79 Elm Street
Hartford, CT 06106-5127

**RE: CONSENT ORDER #SRD 101, STATE OF CONNECTICUT
DEPARTMENT OF ENVIRONMENTAL PROTECTION (CTDEP)
QUARTERLY PROGRESS REPORT – JANUARY THROUGH MARCH 2003
UNIVERSITY OF CONNECTICUT LANDFILL, STORRS, CT
PROJECT # 900748**

Dear Mr. Frigon:

As specified in Section 8 of the above-referenced Consent Order, the University of Connecticut (UConn) is issuing this Quarterly Progress Report to the Connecticut Department of Environmental Protection (CTDEP). Project progress is discussed for the following topics:

- UConn Landfill Closure
- UConn F Lot Landfill Closure
- UConn Landfill Interim Monitoring Program
- Technical Review Sessions
- Technical Review Session Information
- Hydrogeologic Investigation – UConn Landfill Project
- UConn's Technical Consultants - Hydrogeologic Team
- Discussions of Activities Completed in January 2003
- Discussions of Activities Completed in February 2003
- Discussions of Activities Completed in March 2003
- Schedule for Compliance (Revision No. 3)
- Certification

A Technical Review Committee Meeting (TRC) has been scheduled for June 12, 2003 in Room 7 at Bishop's Center from 10 AM to 2 PM.

An Equal Opportunity Employer

31 LeDoyt Road Unit 3038
Storrs, Connecticut 06269-3038

Telephone: (860) 486-3116
Facsimile: (860) 486-3255
e-mail: larry.schilling@uconn.edu
web: www.aes.uconn.edu

**CTDEP Consent Order
Quarterly Progress Report – January 2003 through March 2003
March 31, 2003**

The following actions undertaken or completed during this period comprise of:

UConn Landfill Closure

The Comprehensive Hydrogeologic Report and Remedial Action Plan have been submitted to CTDEP. A Public Availability Session was held on Saturday, January 25, 2003 from 10 AM to 3 PM in Room 7 at the UConn Bishop Center, Storrs, CT. On Tuesday, February 25, 2003 at 7 PM, a public meeting was held at the Mansfield, CT Town Hall to discuss the Draft Final Comprehensive Report.

UConn F-Lot Landfill Closure

UConn F-Lot Landfill Closure work completed included pavement removal, filling and compacting to grade, electrical system installation, installation of geotextile and 40-mil liner materials, and three inches of asphalt paving. Haley & Aldrich provided construction inspection services for UConn. Haley & Aldrich and UConn have prepared as-built plans and are assembling project documentation.

UConn Landfill Interim Monitoring Program (IMP)

IMP sampling continued during this period. Thirty-one monitoring wells were identified and are being sampled in this current program, consisting of seven monitoring wells for shallow groundwater, five locations for surface water, and nineteen active residential water supply wells. Another round of IMP sampling was conducted January/February 2003. All of the results will be reported to the property owners and CTDEP and summarized in the *UConn Update*.

Sampling, as part of the IMP, will continue until the Long-Term Monitoring Plan (LMP) is initiated in January 2004.

Technical Review Sessions

Public involvement principles are summarized as follows:

- Public involvement includes the promise that the public's contribution can influence decisions.
- The process must be periodically updated to ensure that it is effective in facilitating these principles.
- The process provides participants a way to define how they want to be involved and participate.

CTDEP Consent Order
Quarterly Progress Report – January 2003 through March 2003
March 31, 2003

- The process supplies participants with information they need in order to participate in a meaningful way.
- The public involvement process seeks out and facilitates the involvement of all those potentially affected.

The specific goals of public involvement at the UConn Landfill Project are:

- To design a process for public involvement that can be fully implemented and is consistent with available time and resources of the sponsoring agencies and other key parties
- To encourage the broadest possible involvement by the public in all aspects of the site investigation, environmental monitoring programs, and cleanup at the UConn landfill
- To ensure that information is easily accessible and is as clear as possible to the interested public
- To ensure the development and dissemination of accurate, comprehensive information about all aspects of the site investigation, environmental monitoring programs, and cleanup, including timely information on potential risks posed by the landfill
- To provide specific procedures for consideration and incorporation of relevant public comments and concerns in key site investigations, environmental monitoring programs, and cleanup decisions

Technical Review Session Information

To reiterate, as discussed in previous Quarterly Reports, the public involvement process is being utilized to provide public involvement in the CTDEP decision-making process regarding the investigation, environmental monitoring programs, and potential cleanup of the site. In addition:

- Technical Review Session Information: Regina Villa Associates (RVA) distributed the 2003 *UConn Update* to mailing list individuals.
- Haley & Aldrich distributed the minutes from Technical Review Committee (TRC) Meetings.

A Public Availability Session was held on Saturday, January 25, 2003 from 10 AM to 3 PM in Room 7 at the UConn Bishop Center, Storrs, CT. On Tuesday, February 25, 2003, at 7 PM in the Audrey P. Beck Town Hall, City Council Chambers, Mansfield, CT, a public meeting was held to discuss the Draft Final Comprehensive Report.

**CTDEP Consent Order
Quarterly Progress Report – January 2003 through March 2003
March 31, 2003**

The public meeting presentation outline was as follows:

- Study Area Description
- Consent Order Requirements
- Consent Order Requirements: Process
- Consent Order Process/ Comprehensive Report
- Consent Order Process/ Plans and Specifications for remedial actions
- Public Involvement Process
- Main Conclusions
 - Landfill
 - Former Chemical Pits
 - F Lot
- Proposed Remedies: Landfill
- Proposed Remedies: Former Chemical Pits
- Proposed Remedies: F-Lot
- Proposed Remedies: For all sites
- Schedule

Hydrogeologic Investigation – UConn Landfill Project

To reiterate, Haley & Aldrich and other members of the technical team (team) have assessed the analytical data provided by the UConn's Environmental Research Institute (ERI) throughout the course of the hydrogeologic investigation. The data were assessed in accordance with the Scope of Work and Quality Assurance Plan submitted to the CTDEP per the requirements of Consent Order #SRD 101.

Data were qualified using standard procedures and noted on analytical result tables that accompanied reports. Haley & Aldrich and other members of the technical team are confident that the data from ERI is suitable for the purposes of this hydrogeologic investigation and for design of the proposed remediation.

To provide continued confidence in the analytical data, UConn will have up to 20% of the samples for the next round of sampling analyzed by Phoenix Environmental Laboratories, Inc. (Phoenix) located in Manchester, CT. Phoenix is a State-certified laboratory (<http://www.phoenixlabs.com/Profile.html>), and Phoenix analyses will be in addition to the Environmental Research Institute (ERI) sampling analyses round. This will include the groundwater sampling and Interim Monitoring Sampling round started at the end of January.

CTDEP Consent Order
Quarterly Progress Report – January 2003 through March 2003
March 31, 2003

As always, the results of the sampling analysis will be discussed with property owners, CTDEP, the Town of Mansfield and the Eastern Highlands Health District (EHHD). Any other future changes will be exchanged with the key parties, including CTDEP, the Town of Mansfield, EHHD and the U.S. Environmental Protection Agency.

Long-Term Monitoring Plan – A multi-year plan to continue sampling of soil gas, surface water, shallow monitoring wells and bedrock wells in the study area and several adjacent private properties to monitor water quality and protect human health and the environment. The results will be reported to DEP and property owners and evaluated on a long-term basis.

UConn's Technical Consultants - Hydrogeologic Team

Haley & Aldrich: Haley & Aldrich has completed fieldwork for the IMP and quarterly monitoring well samplings for the past quarter. Work also included the preparation and distribution of meeting notes, meeting attendance, and technical input. Haley & Aldrich have prepared and submitted the Comprehensive Hydrogeologic Report and Remedial Action Plan to CTDEP. Haley & Aldrich have assessed data from UConn's Environmental Research Institute (ERI) throughout the course of the hydrogeologic investigation in accordance with the Quality Assurance Project Plan submitted to the CTDEP. Data were qualified using standard procedures and noted on analytical result tables that accompanied the reports. Work includes public meeting preparation and attendance by consultant.

Mitretek Systems: Mitretek's work included meeting attendance and input, technical review of data, fieldwork and coordination with the hydrogeologic team. This consultant was also involved in assessment and evaluation of all data and interpretations for the SHI. Consultant assisted in the preparation of the Comprehensive Hydrogeologic Report and Remedial Action Plan, as well as public meeting preparation and consultant's attendance.

United States Geologic Survey: The USGS work tasks included Final Supplemental Hydrogeologic Investigation Scope of Work contribution and reviews. The USGS was interpreting surface geophysical survey data, conducting and interpreting borehole geophysical surveys and collecting bedrock groundwater levels information. The USGS was also involved in hydrogeologic data assessment and evaluation. Consultant assisted in the preparation of the Comprehensive Hydrogeologic Report and Remedial Action Plan, as well as public meeting preparation and attendance.

Environmental Research Institute: ERI's work tasks included Final Supplemental Hydrogeologic Investigation Scope of Work contribution and reviews. ERI is conducting sample analyses as part of the

CTDEP Consent Order
Quarterly Progress Report – January 2003 through March 2003
March 31, 2003

UConn Landfill project and IMP. ERI has completed groundwater-profiling and soil gas surveys, along with Public Meeting preparation and attendance .

Phoenix Environmental Laboratories, Inc.: Phoenix is conducting sample analyses as part of the UConn Landfill project and IMP

Epona Associates, LLC: As subcontractor to Haley & Aldrich, Epona provided professional risk assessment services as well as meeting attendance and technical input. This consultant was involved in data assessment and data evaluation plus coordinating ecological sampling and risk assessment issues. Consultant assisted in the preparation of the Comprehensive Hydrogeologic Report and Remedial Action Plan.

Regina Villa Associates: RVA is the community information specialist. RVA continues to produce and distribute the *UConn Update*. Work also included the integration of review comments and assistance with public involvement as well as public meeting preparation and attendance.

Discussion on Activities Completed in January 2003

UConn:

- Reviewed and made comments on Responses to Comments on the Comprehensive Hydrogeologic Report and Remedial Action Plan, the Comprehensive Report Addendum, TRC minutes, and Public Availability Session Attendance .
- Transmitted letter to property owner regarding use of wells on property

Haley & Aldrich:

- Prepared and submitted the Comprehensive Hydrogeologic Report and Remedial Action Plan to CTDEP
- Public Availability Session Preparation and Attendance
- Collected sediment samples in Northeast and South ecological assessment areas for analysis of selected parameters that exceed screening benchmarks

USGS:

- Reviewed and made comments on the Comprehensive Hydrogeologic Report and Remedial Action Plan
- Public Availability Session Attendance

CTDEP Consent Order
Quarterly Progress Report – January 2003 through March 2003
March 31, 2003

Mitretek:

- Reviewed and made comments on Responses to Comments on the Comprehensive Hydrogeologic Report and Remedial Action Plan, the Comprehensive Report Addendum and TRC minutes
- Provided rationale for lack of westward flow of contaminants from the landfill and former chemical pits
- Public Availability Session Preparation and Attendance

ERI:

- Reviewed and made comments on the Comprehensive Hydrogeologic Report and Remedial Action Plan
- Public Availability Session Attendance

Epona:

- Reviewed and made comments on the Comprehensive Hydrogeologic Report and Remedial Action Plan
- Public Availability Session Attendance

RVA:

- Finalized *UConn Update* for printing and distribution
- Continued work on a UConn Landfill web site, drafting copy and working with web designer
- Drafted and mailed a “Save these Dates” post card for the January/February meetings
- Continued work of a Summary Fact Sheet for the Draft Final Report for public use
- Prepared information and memos on materials for the Public Availability Session
- Kept UConn parties informed of plans for events, responses, etc.
- Public Availability Session Attendance

Discussion on Activities Completed in February 2003

UConn:

- Public Meeting Preparation and Attendance
- Reviewed and made comments on Responses to Comments on the Comprehensive Hydrogeologic Report and Remedial Action Plan, the Comprehensive Report Addendum, and TRC minutes

Haley & Aldrich:

- Prepared and submitted the Comprehensive Hydrogeologic Report and Remedial Action Plan to CTDEP
- Public Meeting Preparation and Attendance

CTDEP Consent Order

Quarterly Progress Report – January 2003 through March 2003

March 31, 2003

- Reviewed analytical data from sediment samples in Northeast and South ecological assessment areas for selected parameters that exceed screening benchmarks

USGS:

- Public Meeting Preparation and Attendance
- Reviewed and made comments on the Comprehensive Hydrogeologic Report and Remedial Action Plan

Mitretek:

- Public Meeting Preparation and Attendance
- Reviewed and made comments on Landfill Project WebPages
- Participated (by teleconference) in UConn/DEP meeting to discuss extension of water to residences and long term monitoring

ERI:

- Reviewed and made comments on the Comprehensive Hydrogeologic Report and Remedial Action Plan
- Public Meeting Preparation and Attendance

Epona:

- Reviewed and made comments on the Comprehensive Hydrogeologic Report and Remedial Action Plan
- Public Meeting Preparation and Attendance

RVA:

- Continued work on a UConn Landfill web site, drafting copy and working with web designer
- Distributed a Summary Fact Sheet for the Draft Final Report for public use
- Edited letter to citizen regarding correct well information and drafted cover letter
- Kept UConn associates informed of plans for events, responses, etc.
- Mailed "Save these Dates" post cards for the January/February meetings
- Prepared summary information on the Public Availability Session
- Public Meeting Preparation and Attendance for February 25, prepared ad, press release and other materials for public notice

CTDEP Consent Order
Quarterly Progress Report – January 2003 through March 2003
March 31, 2003

Discussion on Activities Completed in March 2003

UConn:

- Reviewed comments on the Comprehensive Hydrogeologic Report and Remedial Action Plan
- Advertise for construction management firm qualification statements

Haley & Aldrich:

- Reviewed comments on the Comprehensive Hydrogeologic Report and Remedial Action Plan
- Conducted sampling for interim monitoring program
- Initiated permitting and design work for landfill and former chemical pits remediation
- Initiated design and permitting planning

USGS:

- Reviewed comments on the Comprehensive Hydrogeologic Report and Remedial Action Plan

Mitretek:

- Reviewed comments on the Comprehensive Hydrogeologic Report and Remedial Action Plan

ERI:

- Reviewed comments on the Comprehensive Hydrogeologic Report and Remedial Action Plan
- Conducted analytical analyses of sampling from interim monitoring program

Phoenix

- Conducted analytical analyses of sampling from interim monitoring program

Epona:

- Reviewed comments on the Comprehensive Hydrogeologic Report and Remedial Action Plan

RVA:

- Continued work on a UConn Landfill web site, drafting copy and working with web designer
- Kept UConn associates informed of plans for events, responses, etc.
- Outlined next *Update* subjects for team and key parties' approval; began to write copy.
- Briefed parties (unable to attend February meeting) on comments
- Followed up on comment letters and issues with DEP

CTDEP Consent Order
Quarterly Progress Report – January 2003 through March 2003
March 31, 2003

Schedule for Compliance (Revision No. 3)

The submitted Plan for presentations, the TRC Meeting Agenda Topics, and the Schedule for Compliance for Consent Order SRD-101 Hydrogeologic Investigation - University of Connecticut Landfill, F-Lot, and Chemical Pits, Storrs, CT has been proposed for modification as follows (*completed items in italics*):

Schedule for Compliance (Revision No. 3) CTDEP Consent Order SRD-101, Hydrogeologic Investigation of UConn Landfill, F-Lot, and Former Chemical Pits, Storrs, Connecticut <i>(completed items in italics):</i>		
Consent Order Deliverable	Contents	Dates of Presentations and Submittals to CTDEP
<i>UConn Landfill and Former Chemical Pits — Ecological Assessment</i>	<i>Results of Ecological Assessment and Implications of the Assessment on Evaluation of Remedial Alternatives</i>	<i>January 9, 2002 (presentation completed)</i> <i>April 11, 2002 (interim report submitted*)</i>
<i>UConn Landfill and Former Chemical Pits — Conceptual Site Model (CSM), impact on bedrock groundwater quality</i>	<i>CSM details and supporting geophysical, hydrological, and chemical data</i>	<i>February 7, 2002 (presentation completed)</i> <i>April 8, 2002 (interim report submitted*)</i>
<i>Remedial alternatives for the UConn Landfill, former chemical pits, F-Lot, and contaminated ground water</i>	<i>Report will be included as the Remedial Action Plan in the Comprehensive Report</i>	<i>June 13, 2002 (presentation completed)</i>
<i>Comprehensive Hydrogeologic Report and Remedial Action Plan - integration of information in all interim reports and all previous reports</i>	<ul style="list-style-type: none"> ▪ <i>Results of Comprehensive Hydrogeologic Investigation</i> ▪ <i>Remedial Action Plan</i> ▪ <i>Long Term Monitoring Plan</i> ▪ <i>Schedule (to include public and agency review, permitting, design, and construction)</i> ▪ <i>Post-Closure</i> ▪ <i>Redevelopment Plan for the UConn Landfill and F-Lot</i> 	<i>August 29, 2002 (presentation**)</i> <i>October 31, 2002 (Comprehensive Report Submitted to CTDEP)</i>

CTDEP Consent Order
 Quarterly Progress Report – January 2003 through March 2003
 March 31, 2003

Schedule for Compliance (Revision No. 3) CTDEP Consent Order SRD-101, Hydrogeologic Investigation of UConn Landfill, F-Lot, and Former Chemical Pits, Storrs, Connecticut <i>(completed items in italics):</i>		
Consent Order Deliverable	Contents	Dates of Presentations and Submittals to CTDEP
<i>Comprehensive Final Remedial Action Plan Report</i>	<i>Release of Report and Plan for CTDEP and public review of remedial design</i>	<i>January 2003</i>
Remedial Action Design to include comprehensive interpretive design of the Landfill final cap	Detailed design drawings and specifications of the preferred remedial alternative(s)	Summer 2003 (Comprehensive Design Submittal)
Implement Remedial Action Plan for the UConn Landfill, former chemical pits, F-Lot and contaminated groundwater	<ul style="list-style-type: none"> • Finalize detailed construction drawings, and specifications • Develop bid packages based on approved Remedial Action Plan • Competitive Bidding Process • Select Contractor • Obtain Permits as detailed in the Remedial Action Plan • Mobilization & Fieldwork 	July 2003 through September 2003 (Competitive Bidding Process and Contractor(s) selection)
Initiation of Construction of Approved Remedial Option	Selection of contractors and the beginning of construction of approved remedial options	Fall 2003 mobilize contractor(s) (Contingent on Construction Timetable ***)
Initiation of Long Term Monitoring Plan	IMP sampling continues quarterly to this point	January 2004
Completion of Remedial Construction	Comprehensive final as-built drawings and closure report for the UConn Landfill, former chemical pit area.	May 2004 (Winter - Spring 2004) - Anticipated completion of construction (Contingent on Construction Timetable ***)
Post-Closure Monitoring	Begin post-closure monitoring program of the Remedial Action upon approval from CTDEP	May 2004 (Contingent on Construction Timetable ***)

CTDEP Consent Order
Quarterly Progress Report – January 2003 through March 2003
March 31, 2003

- * Interim reports submittals are the data packages that support the presentation accompanied by interpretive text sufficient for review. Comments received at the presentation will be addressed in the interim reports.
- ** Results will not be complete until evaluation of data from MW 208R, if permission to drill from the property owner is received.
- *** Contingent on construction timetable based on bidding market, weather conditions, numerous permitting issues, along with State and local reviews and conditions.

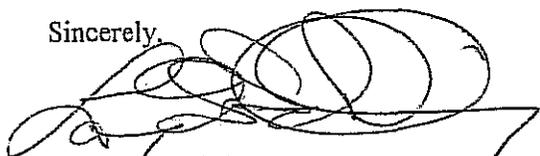
Certification

As part of this submission, I am providing the following certification:

I have personally examined and am familiar with the information submitted in this document and all attachments and certify that based on reasonable investigation, including my inquiry of those individuals responsible for obtaining the information, the submitted information is true, accurate and complete to the best of my knowledge and belief, and I understand that any false statement made in this document or its attachments may be punishable as a criminal offense.

Please contact James M. Pietrzak, P.E. at (860) 486-5836 or me if you need additional information.

Sincerely,



Larry G. Schilling
Executive Director
Architectural and Engineering Services

LGS/JMP

CTDEP Consent Order
Quarterly Progress Report – January 2003 through March 2003
March 31, 2003

cc:

Gail Batchelder, HGC Environmental Consultants
Martin Berliner, Town of Mansfield
Scott Brohinsky, UConn
Thomas Callahan, UConn
Marion Cox, Resource Associates
Brian Cutler, Loureiro
Amine Dahmani, ERI
Elida Danaher, Haley & Aldrich
Dale Dreyfuss, UConn
John England, CTDEP
Nancy Farrell, RVA
Charles Franks, USEPA
Peter Haeni, F.P. Haeni, LLC
Allison Hilding, Mansfield Resident
Traci Iott, CTDEP
Carole Johnson, USGS
Ayla Kardestuncer, Mansfield Common Sense
John Kastrinos, Haley & Aldrich
Alice Kaufman, USEPA
Jennifer Kertanis, CTDPH
Wendy Koch, Epona
Prof. George Korfiatis, Stevens Institute of Technology
George Kraus, UConn
Peter McFadden, ERI
Richard Miller, UConn
Robert Miller, Eastern Highlands Health District
Elsie Patton, CTDEP
Dr. John Petersen, UConn
James Pietrzak, UConn
Susan Soloyanis, Mitretek
Rick Standish, Haley & Aldrich
William Warzecha, CTDEP

TOWN OF MANSFIELD
OFFICE OF THE TOWN MANAGER

Item #6



Martin H. Berliner, Town Manager

AUDREY P. BECK BUILDING
FOUR SOUTH EAGLEVILLE ROAD
MANSFIELD, CT 06268-2599
(860) 429-3336
Fax: (860) 429-6863

April 14, 2003

Town Council
Town of Mansfield

Re: Proclamation Designating Month of April as Fair Housing Month in Mansfield

Dear Town Council:

Attached you will find a proposed proclamation designating the month of April as Fair Housing Month in Mansfield. April is also National Fair Housing Month and the Council has passed similar resolutions in years past.

Staff recommends that the Council adopt the resolution as presented. If the Council supports this recommendation, the following motion is in order:

Move, effective April 14, 2003, to designate the month of April as Fair Housing Month in Mansfield and to authorize the Mayor to issue the proclamation as presented by town staff.

Respectfully submitted,

A handwritten signature in cursive script that reads "Martin H. Berliner".

Martin H. Berliner
Town Manager

Attach:(1)



**Town of Mansfield
Proclamation**

**Designating the Month of April as Fair Housing Month in the Town of
Mansfield**

WHEREAS, the month of April is National Fair Housing Month; and

WHEREAS, the Town of Mansfield, Connecticut is steadfast in its long public commitment to the promotion of fair housing in the community; and

WHEREAS, the Town of Mansfield, Connecticut continues to be represented on the Windham Regional Fair Housing Task, which initiates actions and collaborates with housing related organizations in the promotion of the awareness of and compliance with Fair Housing Laws; and

WHEREAS, the Town of Mansfield takes this opportunity to focus attention on the importance of fair housing by declaring April to be Fair Housing Month in Mansfield;

NOW, THEREFORE, I, Mayor Elizabeth Paterson, officially proclaim the month of April as Fair Housing Month in the Town of Mansfield.

IN WITNESS WHEREOF, I have set my hand and caused the seal of the Town of Mansfield to be affixed on this 14th day of April in the year 2003.

Elizabeth C. Paterson
Mayor, Town of Mansfield
April 14, 2003

TOWN OF MANSFIELD
OFFICE OF THE TOWN MANAGER



Martin H. Berliner, Town Manager

AUDREY P. BECK BUILDING
FOUR SOUTH EAGLEVILLE ROAD
MANSFIELD, CT 06268-2599
(860) 429-3336
Fax: (860) 429-6863

April 14, 2003

Town Council
Town of Mansfield

Re: Small Cities Community Development Block Grant – Certificates of Completion

Dear Town Council:

The state Department of Economic and Community Development (DECD) is in the process of closing out a Small Cities Development Block Grant that was awarded to the town in 1996 to fund our Housing Rehabilitation Revolving Loan Program. As part of the closeout, the DECD has requested that the Town Council execute a resolution to govern the town's use of any remaining program income.

Staff recommends that the Council adopt the DECD's requested resolution in order to facilitate the closeout of the grant. If the Council supports this recommendation, the following resolution is in order:

Resolved, effective April 10, 2003, that any remaining program income from the Small Cities Grant #1996-078-052-000-000015 will be applied to continue the same activity from which such income was derived and that the use of that income will be governed by Article 24, section 570.489(e) of the Code of Federal Regulations. Further, the activity will carry the same public benefit and be administered in the same target area that was approved in the original application.

Respectfully submitted,

Martin H. Berliner
Town Manager

Attach:(3)



State of Connecticut
Department of Economic and
Community Development

April 8, 2003

Mr. Martin H. Berliner
Town Manager
Town of Mansfield
4 South Eagleville Road
Storrs, CT 06268

REC'D APR 10 2003

RE: Small Cities Grant #1996-078-052-000-000015
Certification of Completion

Dear Mr. Berliner:

Enclosed are the three (3) Certificates of Completion needed to close out Small Cities Grant #1996-078-052-000-000015. Please sign and date the three Certificates of Completion and return them to me as soon as possible.

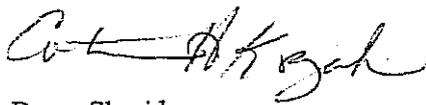
The Certification of Completion is conditioned to the extent that some funds remain un-audited at the time of this closeout. The conditions attached to these funds are specified in the Certification.

One of the conditions is related to the Town's use of Program Income. Please have the Town's governing body pass a resolution governing the use of these funds, and submit along with the Certifications.

Thank you for all of your cooperation and hard work during the administration of this grant. It has been a pleasure working with you and your staff.

As always, feel free to contact me at 465-8033 with any questions.

Sincerely,


for Bruce Sheridan
Community Development Agent

Enclosure

STATE OF CONNECTICUT
DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
CERTIFICATION OF COMPLETION

Name of Recipient: Mansfield

Grant Number: 1996-078-052-000-000015

Program Activities	Total Budget Costs	Total Unpaid Costs	Total Paid Costs
Private Rehab	232,327.09		\$232,327.09
Program Cost	45,000.00	(1,266.84)	\$46,266.84
Public Rehab	102,100.00		\$102,100.00
Program Cost	7,857.36		\$7,857.36
Modernization/Public	80,645.57		\$80,645.57
Program Cost	12,069.98		\$12,069.98
Administration	20,000.00	1,266.84	\$18,733.16
			\$0.00
			\$0.00
Total	500,000.00	0.00	\$500,000.00

A. Total: Program Budget Costs (column 2)	<u>\$500,000.00</u>
*B. Add: Total Program Unpaid Costs and Unsettled Third Party Claims (column 3)	<u>\$0.00</u>
C. Equals: Total Program Paid Costs (col	<u>\$500,000.00</u>
D. Deduct: Program Income	<u>0.00</u>
E. Equals: Program Net Costs (C - D)	<u>500,000.00</u>
F. Grant Amount per Grant Agreement	<u>500,000.00</u>
G. Grant Funds Received	<u>500,000.00</u>
H. Unutilized Grant to be Cancelled or Balance of Grant Payable	<u>0.00</u>
I. Amount to be Refunded to DECD if Applicable (See Remarks)	<u>0.00</u>

* List any unpaid costs and unsettled third party claims against the recipient's grant. Describe circumstances and amounts involved. Use additional sheets if necessary.

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

CONDITIONS

- The Department of Economic and Community Development retains the right to recover an appropriate amount after fully considering the recommendations on any disallowed costs resulting from future audits.
- The Town is required to provide all additional audits requested by the Department of Economic and Community Development to determine if there have been any disallowed costs from any funds expended after June 30, 2002.

PROGRAM INCOME

The Department of Economic and Community Development, as authorized by 24 CFR 570.489(e)(3), hereby agrees to waive the recapture of this Grant's program income as the Town has passed a Resolution governing the use of this income.

The Resolution will govern the use of program income as follows:

- Program income will be applied to continue the same activity from which such income was derived and will be governed by 24 CFR 570.489(e). The activity will carry the same public benefit and be administered in the same target area that was approved in the original application.

CERTIFICATION OF RECIPIENT

It is hereby certified that all activities undertaken by the Recipient with funds provided under the grant agreement have, to the best of my knowledge, been carried out in accordance with the grant agreement; that the above named program was officially completed as of _____; that proper provision has been made by the Recipient for the payment of all unsettled third party claims identified above; that the State of Connecticut is under no obligation to make any further payment to the Recipient under the grant agreement unless specified above; and that every statement and amount set forth in this instrument is, to the best of my knowledge, true and correct as of this date.

Date	Typed Name and Title of Town Official	Signature of Town Official
------	---------------------------------------	----------------------------

This Certification of Completion is hereby approved. Therefore, I authorize cancellation of the Grant commitment and related funds reservation and obligation, if any.

Date	Typed Name and Title of DECD Official	Signature of DECD Official
------	---------------------------------------	----------------------------

TOWN OF MANSFIELD
OFFICE OF THE TOWN MANAGER



Martin H. Berliner, Town Manager

AUDREY P. BECK BUILDING
FOUR SOUTH EAGLEVILLE ROAD
MANSFIELD, CT 06268-2599
(860) 429-3336
Fax: (860) 429-6863

April 14, 2003

Town Council
Town of Mansfield

Re: Historic Documents Preservation Grant Application

Dear Town Council:

Attached please find an application in the amount of \$7,000 to the state's Historic Documents Preservation Grant Program. If awarded the grant, the town would be required to contribute \$837 to the project costs. Project funds would be used to preserve several volumes of vital statistics, including recordings of births, marriages and deaths.

Staff recommends that the Council authorize the Town Manager to submit the application because: 1) vital statistics are a valuable community resource and we would like to see that they are preserved in the best possible condition; and 2) the town's contribution to the project is fairly negligible. In addition, the project would be funded through the Town Clerk's 270 fund and have no impact on the General Fund.

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

Resolved, that Martin H. Berliner, Town Manager, is empowered to execute and deliver in the name of and on behalf of this municipality, an application and contract with the State Library for an Historic Preservation Grant in the amount of \$7,000.

Respectfully submitted,

Martin H. Berliner
Town Manager

Attach:(2)

**TOWN OF MANSFIELD
TOWN CLERK**



JOAN GERDSEN, TOWN CLERK

AUDREY P. BECK BUILDING
4 SOUTH EAGLEVILLE ROAD
MANSFIELD, CT 06268-2599
(860) 429-3302

April 8, 2003

Memo to: Town Manager, Martin H. Berliner

From: Town Clerk, Joan E. Gerdson

Re: Historic Documents Preservation Grant Application

Attached is the grant application from the State of Connecticut for a Preservation project. Kindly submit this application for approval by the Town Council at their April 14, 2003 meeting.

Suggested motion:

Resolved, that Martin H. Berliner, Town Manager, is empowered to execute and deliver in the name of and on behalf of this municipality, an application and contract with the State Library for an Historic Preservation Grant.

HISTORIC DOCUMENTS PRESERVATION
 GRANT APPLICATION - FY2004
 Connecticut Municipalities
 GP-001



STATE OF CONNECTICUT
 Connecticut State Library
 231 Capitol Ave., Hartford, CT 06106
 PUBLIC RECORDS ADMINISTRATOR

Name of Municipality: TOWN OF MANSFIELD
 Name of Municipal Chief Executive Officer: MARTIN H. BERLINER
 Title of MCEO: TOWN MANAGER
 Address: 4 South Eagleville Road, MANSFIELD, CT 06268

Phone: 860-429-3336 FAX: 860-429-6863 e-mail:

Name of Town Clerk: JOAN E. Gerdson Check if Designated Applicant

Phone: 860-429-3302 FAX: 860-429-7785 e-mail: gerdsonje@mansfieldct.org

Grant Contract Period (Check One): Cycle 1 Beginning: 8/1/03 Ending: 6/30/04
 Cycle 2 Beginning: 1/1/04 Ending: 6/30/04

Maximum Grant Allowed: \$ 7,000 Small Municipality (population less than 25,000)
 \$12,000 Medium Municipality (population between 25,000 and 99,999)
 \$17,000 Large Municipality (population 100,000 or greater)

Amount Requested: \$7,000

Primary Grant Category (check one): Paper Conservation Preservation Survey
 Preservation Microfilming Index Re-creation
 Records Management Survey Archival Storage Equipment

Project Summary/Objectives:

To preserve and conserve several vital statistics books of births, marriages and deaths. These books will be deacidified, mended, rebound and mylar encapsulated as needed. These books will also be microfilmed

Work Plan (Please itemize materials to be covered by the grant and include a total):
 The Town Clerk has identified the vital volumes as the most endangered volumes. The Town will send these volumes to the designated vendor who will preserve the items

Budget	Grant Funds (A)	Local Funds (B)	Total Funds (A+B)
1. Vendor Browns River Records <i>Preservation</i>	\$ 7,000.00	\$ 837.00	\$ 7,837.00
2. Additional Archival Supplies	\$	\$	\$
3. Printing of Final Report (Preservation/Records Management grants only)	\$	\$	\$
4. Storage Equipment	\$	\$	\$
TOTAL	\$ 7,000.00	\$ 837.00	\$ 7,837.00

Conservation Proposal
Mansfield, CT

		Microfilm With one duplicate
Births, Marriages, Deaths Vol. 4, 1852-1867	\$760.00	\$75.00
Births, Marriages, Deaths 1902-1906 Births, Marriages, Deaths 1907-1910 combine above two vols.	725.00	60.00
Births, Marriages, Deaths 1911-1922	640.00	75.00
Births, Marriages, Deaths 1931	760.00	75.00
Births, Marriages, Deaths 1923-1930	771.00	90.00
Births, Marriages, Deaths 1868-1901	1315.00	135.00
Births, Marriages, Deaths 1906-1910	990.00	125.00
Births, Marriages, Deaths 1911-1915	1116.00	125.00

THIS PAGE LEFT
BLANK
INTENTIONALLY

TOWN OF MANSFIELD
OFFICE OF THE TOWN MANAGER



Martin H. Berliner, Town Manager

AUDREY P. BECK BUILDING
FOUR SOUTH EAGLEVILLE ROAD
MANSFIELD, CT 06268-2599
(860) 429-3336
Fax: (860) 429-6863

April 14, 2003

Town Council
Town of Mansfield

**Re: Quinebaug-Shetucket Heritage Corridor Partnership Grant Natural Areas
Volunteer Program**

Dear Town Council:

Attached please find a proposal and grant application in the amount of \$6,000 to the Quinebaug-Shetucket Heritage Corridor to develop a "Natural Area Volunteers Program" in Mansfield. As explained by our Parks Coordinator, the proposed project totals \$12,000, of which there would be no direct cost to the town. The town's in-kind services would value \$5,900 and the Friends of Mansfield Parks would contribute the remaining \$100.

Because the proposed volunteer network would greatly assist with the management of the town's almost 2,000 acres of open space, staff recommends that the Council endorse the project and authorize the Town Manager to submit the grant application. If the Council supports this recommendation, the following motion is in order:

Move, effective April 14, 2003 to authorize the Town Manager to submit a grant application in the amount of \$6,000 to the Quinebaug-Shetucket Heritage Corridor 2003 Partnership Program to develop a Natural Area Volunteers Program in Mansfield.

Sincerely,

Martin H. Berliner
Town Manager

Attach:(1)



Town of Mansfield Parks and Recreation Department



Curt A. Vincente, Director
Jay M. O'Keefe, Recreation Supervisor
Bette Day Stern, Recreation Coordinator
Jennifer S. Kaufman, Parks Coordinator

4 South Eagleville Road
Storrs/Mansfield, Connecticut 06268
Tel: (860) 429-3321 Fax: (860) 429-7785
Email: Parks&Rec@MansfieldCT.org
Website: www.MansfieldCT.org

TO: Martin H. Berliner, Town Manager
Matt Hart, Assistant Town Manager

FROM: Jennifer S. Kaufman, Parks Coordinator *JSK*

DATE: April 9, 2003

SUBJECT Quinebaug-Shetucket Heritage Corridor Partnership Grant

Attached you will find a project description and budget to develop a Natural Area Volunteers Program in Mansfield. To address this concern, the Town of Mansfield, in conjunction with its Parks Advisory Committee, proposes to develop a Volunteer Stewardship Network titled Mansfield Natural Areas Volunteers (NAV). The program will use the Nature Conservancy's successful Volunteer Stewardship Network as a guide.

The total project cost is \$12,000. There would be no direct cost to the Town. In-kind services are valued at \$5,900 and consist of my time to assist the Director of Mansfield Natural Areas with the start-up of this program. Friends of Mansfield Parks has agreed to contribute \$100.00 out of their budget to demonstrate a commitment to this project. The remaining project cost (\$6,000) of the project would be grant funded.

It is respectfully recommended that the Town Council consider authorizing the submittal of this grant application to the Quinebaug-Shetucket Heritage Corridor 2003 Partnership Program Grant.

Quinebaug Shetucket Heritage Corridor Partnership Program Grant 2003

I. Project Description

Developing a Natural Area Volunteers Program in Mansfield

Since 1990, the Town of Mansfield has acquired almost 2000 acres of open space and parkland. With the acquisition of this land comes the difficult task of managing these parcels. For each park, the Mansfield has adopted a management plan. With current budget cuts, Town staff is overwhelmed with implementing the tasks outlined in these management plans.

To address this concern, the Town of Mansfield, in conjunction with its Parks Advisory Committee proposes to develop a Volunteer Stewardship Network titled **Mansfield Natural Areas Volunteers (NAV)**. The program will use the Nature Conservancy's successful Volunteer Stewardship Network as a guide. A town parks coordinator will supervise this group consisting of stewards, co-stewards, and workday volunteers. It is hoped that this program can be used as a model to assist other towns as their parks and open space management needs grow.

Mansfield seeks funding for the initial development of this program. Once the program is developed it is anticipated that the existing Town Parks Coordinator will implement the program. The start up of the program will consist of the following:

- 1) **Recruit** steward(s) for each of the Town's nine-preserves with publicly accessible trails.
 - Advertise in Parks and Recreation Brochure, schools, and other local venues.
 - Coordinate with University Community Outreach Programs
 - Network with other community groups such as local land trusts, Scout troops, and Quinebaug-Shetucket Heritage Corridor.

- 2) **Train Stewards**
 - Develop a Stewards Manual for each preserve. The manual would include: preserve management plan and other site specific information, emergency contact information, reference information on management strategies for invasive species, signage, and other resources.
 - Visit each preserve with its Steward to familiarize them with management plan and implementation strategies.
 - Develop and host four training sessions for stewards
 - Hosting a volunteer work day
 - Invasive species identification and management strategies
 - The importance of inventorying your preserve

3) **Support Stewards**

- Develop and publish a quarterly newsletter highlighting success stories and providing steward recognition.
- Assist Stewards in recruiting volunteers for preserve workdays.
- Develop a conduit for information exchange between volunteers and public works personnel.
- Purchase and assemble two workday kits for stewards to use during volunteer workdays.
- Develop and assemble a resource library providing stewards with important information.

4) **Track Results**

- A reporting system will be developed to document volunteer hours and demonstrating the importance of this type of land management.

QUINEBAUG-SHETUCKET HERITAGE CORRIDOR PARTNERSHIP PROGRAM 2003 GRANT PROGRAM
 PROJECT BUDGET TO DEVELOP A NATURAL AREAS VOLUNTEER PROGRAM IN MANSFIELD

Item	Cost=	Contribution from other sources	Sponsoring Organization Cash	Sponsoring Organization+ In-kind Contribution	QSHC PP03 Grant Funds Requested
Recruit Stewards					
Advertise	\$1,000.00			\$1,000.00	
Coordinate with University Community Outreach Programs	\$500.00			\$500.00	
Network with Community Groups	\$500.00			\$500.00	
Train Stewards					
Develop Stewards Manual	\$1,500.00				\$1,500.00
Visit preserve with Steward	\$1,500.00				\$1,500.00
Develop and Host 4 Training Sessions	\$2,000.00	\$100.00		\$400.00	\$1,500.00
Support Stewards					
Develop and Publish a Quarterly Newsletter	\$1,500.00			\$1,500.00	
Assist stewards in recruiting volunteers for monthly work days	\$1,000.00			\$1,000.00	
Purchase Workday Kits	\$1,500.00				\$1,500.00
Track Results					
	\$1,000.00			\$1,000.00	
Totals	\$12,000.00	\$100.00	\$0.00	\$5,900.00	\$6,000.00

THIS PAGE LEFT
BLANK
INTENTIONALLY

TOWN OF MANSFIELD
OFFICE OF THE TOWN MANAGER



Martin H. Berliner, Town Manager

AUDREY P. BECK BUILDING
FOUR SOUTH EAGLEVILLE ROAD
MANSFIELD, CT 06268-2599
(860) 429-3336
Fax: (860) 429-6863

April 14, 2003

Town Council
Town of Mansfield

**Re: Quinebaug-Shetucket Heritage Corridor Partnership Grant – Waterfront
Recreation Area along Willimantic River**

Dear Town Council:

Attached please find a proposal and grant application in the amount of \$10,000 to the Quinebaug-Shetucket Heritage Corridor to develop a waterfront recreation area along the Willimantic River at UConn's Plains Road Site. As explained by our Parks Coordinator, the proposed project totals \$146,275. The majority (\$111,750) of project expenditures would consist of the value of a 25-year lease contributed by UConn at no cost to the town. In addition, the town and a local landscape architect would contribute \$5,500 through in-kind services, and the remaining \$18,025 would be financed through the existing Playground Surfacing Account and Open Space Fund.

Because the development of the proposed waterfront recreation area would be a great asset to the town and University, staff recommends that the Council endorse the project and authorize the Town Manager to submit the grant application. If the Council supports this recommendation, the following motion is in order:

Move, effective April 14, 2003 to authorize the Town Manager to submit a grant application in the amount of \$10,000 to the Quinebaug-Shetucket Heritage Corridor 2003 Partnership Program to develop a waterfront recreation area along the Willimantic River at UConn's Plains Road Site.

Sincerely,

Martin H. Berliner
Town Manager



Town of Mansfield Parks and Recreation Department



Curt A. Vincente, Director
Jay M. O'Keefe, Recreation Supervisor
Bette Day Stern, Recreation Coordinator
Jennifer S. Kaufman, Parks Coordinator

4 South Eagleville Road
Storrs/Mansfield, Connecticut 06268
Tel: (860) 429-3321 Fax: (860) 429-7785
Email: Parks&Rec@MansfieldCT.org
Website: www.MansfieldCT.org

TO: Martin H. Berliner, Town Manager
Matt Hart, Assistant Town Manager

FROM: Jennifer S. Kaufman, Parks Coordinator

DATE: April 9, 2003

SUBJECT Quinebaug-Shetucket Heritage Corridor Partnership Grant

Attached you will find a project description and budget to develop a Waterfront Recreation Area along the Willimantic River at UConn's Plains Road Site. The recreation area would include a multiuse green space to be used as a ball field and for other recreational uses such as picnicking, kite flying, and summer concerts. The Plains Road location is ideal because it is surrounded by undeveloped land that would not conflict with recreational uses. The canoe launch would greatly enhance the Willimantic River as a "Canoe/Kayak Trail." In addition, this site provides another link in the potential greenway trail from Merrow Meadow Park to Eagleville Preserve, permanently preserved parcels along the Willimantic River. The Town and University have negotiated a lease and both parties see this project as an excellent partnership opportunity.

The total project cost is \$146,275 with the majority of this cost (\$111,750) the value of a 25-year lease contributed by UConn at no cost to the Town. If funded, the grant would contribute \$10,000 to the project. In-kind services provided by the Town and a local Landscape Architect would total \$5,500. We propose to fund \$13,000 from the existing Playground Surfacing Account and \$5,025 from the Open Space Fund.

It is respectfully recommended that the Town Council consider authorizing the submittal of this grant application to the Quinebaug-Shetucket Heritage Corridor 2003 Partnership Program Grant.

Development of a Waterfront Recreation Area Along the Willimantic River

1. Project Summary

The Town of Mansfield proposes to develop a Canoe Launch and Recreation Area along the Willimantic River at UConn's Plains Road Property. Development of a waterfront recreation area would draw residents of Mansfield and surrounding towns to the Willimantic River, which runs 25-miles through 9 towns from Stafford Springs to Willimantic. The recreation area would include a multiuse green space to be used as a ball field and for other recreational uses such as picnicking, kite flying, and summer concerts. The Plains Road location is ideal because it is surrounded by undeveloped land that would not conflict with recreational uses. The canoe launch would greatly enhance the Willimantic River as a "Canoe/Kayak Trail." In addition, this site provides another link in the potential greenway trail from Merrow Meadow Park to Eagleville Preserve, permanently preserved parcels along the Willimantic River. The Town and University have negotiated a lease and both parties see this project as an excellent partnership opportunity.

In order to develop this property as a waterfront recreation area, the Town of Mansfield would perform the following tasks:

- Consult with a UConn's Department of Landscape Architecture to develop a plan for park development. The plan would guide the initial installation of the items detailed below. The plan would also include additional items such as plantings, and stone walls that would require additional funding at a later date.
- Develop a parking area and appropriate fencing.
- Develop a multiuse green space.
- Install a gravel walking path area from field to the Canoe Launching area.
- Install a Canoe Launch.
- Develop and install appropriate signage.

The property was the site of UConn's former sewer treatment facility. The area of the proposed multi-use green space has since been refurbished and graded with a layer of topsoil. The site was hydroseeded in 2001 to stabilize the soil and prevent erosion. The Canoe Launch would be installed adjacent to the multiuse green space. The Plains Road location is ideally suited for a canoe launch because of its location immediately above the Eagleville Lake impoundment. Proximity to the lake provides paddlers with relatively flat waters and is the only location along the river where beginners can learn to canoe in a river with slow current. In addition, the Plains Road location is the only point between Eagleville Lake and the Willimantic River's headwaters where there is enough water flow year round to float a canoe.

The Willimantic River Alliance is nominating the river for Official State Greenway Designation this year and enthusiastically supports this project. One of the goals of this greenway is to enhance the river as a waterway and to create additional launch sites.

QUINEBAUG-SHETUCKET HERITAGE CORRIDOR PARTNERSHIP PROGRAM 2003 GRANT PROGRAM
 PROJECT BUDGET TO DEVELOP A WATERFRONT RECREATION AREA ALONG THE WILLIMANTIC RIVER

Item	Cost=	Contribution from other sources	Sponsoring Organization Cash	Sponsoring Organization+ In-kind Contribution	QSHC PP03 Grant Funds Requested
<i>Lease the land from UConn (25 year lease)*</i>	\$110,750.00	\$110,750.00			
<i>Hire a Landscape Architect to develop a Plan</i>	\$4,125.00	\$3,000.00	\$625.00		\$500.00
<i>Install Parking Area</i>	\$4,000.00			\$1,000.00	\$3,000.00
<i>Install Fencing</i>	\$5,500.00		\$1,400.00		\$4,100.00
<i>Install Gravel Walkway from Parking Area to Canoe Area</i>	\$1,000.00			\$500.00	\$500.00
<i>Install Canoe Access Area</i>	\$1,200.00			\$1,000.00	\$200.00
<i>Develop, Purchase and Install Signage</i>	\$1,700.00				\$1,700.00
<i>Develop an Active Green Space Area</i>	\$18,000.00		\$16,000.00		
Totals	\$146,275.00	\$113,750.00	\$18,025.00	\$2,500.00	\$10,000.00

*Lease based information from Mansfield Assessor. (Estimated property value of \$47, 300 equating to an annual rent payment of \$4,430 discounting at 8% over a 25 year period).

Proposal for landscape architectural design services for Plains Road riverfront park, Mansfield CT:

Project description:

This site presents a great opportunity to develop a multi-use type of park for Mansfield that will fill a gap between its natural area parks/preserves and its ball field parks/recreation areas. The plan for the site will include:

- Delineated park entry (with planting, walls or other edge material, sign)
- Parking area
- Grassed play fields (graded turf only, no fencing or other field delineation or structures)
- Canoe launch area
- Picnicking/seating area(s) along Willimantic River, possibly including a small overhead structure
- Buffer planting along Willimantic River (native riparian species)
- Pathway with trailheads indicating points for off-site linkages to the north and south
- Potential for incorporating some type of public art element (sculpture or land art) in the buffer area along the river.

Level of Service:

The design will be developed to include:

- a site layout (dimensioning) and materials plan
- a site grading plan (assuming that a map with existing topography is available)
- a site planting plan
- site details for walls or other small structures

These plans will be prepared under the assumption that the town DPW will construct the majority of the project, and so will not consist of formal construction drawings and specifications. Limited assistance with any permitting, plan review and construction coordination will be provided.

Fees:

This proposal is based on the following fees:

Concept Development	10 hours
Detailed Design	30 hours
Approvals/Construction Coordination	15 hours
<hr/>	
	55 hours
	x \$75/hour
	<hr/> \$4,125

I agree to donate \$3,000 of these services as an in-kind contribution.

- Prepared by Kristin Schwab, ASLA, 4.8. 03



TOWN OF MANSFIELD
OFFICE OF THE ASSESSOR

WALTER E. TOPLIFF, JR., CCMAH
ASSESSOR

AUDREY P. BECK BUILDING
FOUR SOUTH EAGLEVILLE ROAD
MANSFIELD, CT 06268-2599
(860) 429-3311
Fax: (860) 429-7785
E-Mail: ASSESSOR@MANSFIELDCT.ORG

Date: April 7, 2003
To: Jennifer Kaufman
From: Walter Topliff, Assessor
Re: Plains Road Recreation Area

Jennifer,

As requested I have estimated both a land value and estimated annual lease payment based on a 25 year lease for the property listed above. The subject site, currently owned by the University of Connecticut, consists of 10.50+/- acres and is located at the intersection of Plains Road and Stafford Road (Rt. 32). The value of the property is estimated at \$47,300. This would equate to an annual rent payment of \$4,430 discounting at 8 percent over a 25 year period.

TOWN OF MANSFIELD
OFFICE OF THE TOWN MANAGER



Martin H. Berliner, Town Manager

AUDREY P. BECK BUILDING
FOUR SOUTH EAGLEVILLE ROAD
MANSFIELD, CT 06268-2599
(860) 429-3336
Fax: (860) 429-6863

April 14, 2003

Town Council
Town of Mansfield

Re: Real Choice Systems Change Project

Dear Town Council:

The Real Choice Systems Change Model Communities Project is a grant program designed to assist municipalities in becoming model communities for the inclusion of persons with disabilities. As explained in the grant materials:

Community inclusion is the opportunity for all citizens to become involved and valued members of the community in which they live. Community inclusion is as important for people with disabilities as it is for the rest of the citizens of a community, as people with disabilities share the right of all citizens to participate in all aspects of community life. An inclusive community is one that minimizes or eliminates barriers to full participation. Persons with disabilities may need additional supports from the community in advising them about what is available and accessible within their community. They also need the opportunity to experience different places, use services, pursue interests and meet people who will assist them to be valued and welcomed members of their community.

An inclusive community is therefore one that offers all the benefits of citizenship to all residents of that community throughout their lives. These benefits include access to:

- Municipal buildings, voting and participation on councils, committees etc., and jobs within the municipal government
- Community services such as shops, doctors, hairdressers, etc.
- Affordable housing
- Transportation system(s)
- Health care and allied health services
- Competitive employment opportunities
- Volunteer opportunities

- Child care services
- An inclusive education system
- Faith based or civic events, including social events
- Recreation opportunities within the community such as sporting events, cafes, markets, beaches, parks and theaters in which all can participate together

The grant that we propose to apply for is scheduled to operate from July 1, 2003 through September 30, 2005, and will support the creation of a community-wide task force to focus on the issue of inclusion.

Staff:

Our plan for this grant is to utilize existing Social Service staff to lead the task force, research the issue, facilitate meetings, and educate the larger community about the issue of inclusion. While the budget has not been completed, it is estimated that we would dedicate to this activity approximately 10 to 12 hours per week of aggregate staff time, which would be fully supported by the grant funding.

Funding Amount:

This grant would provide \$25,000 a year in funding over a period of three years, for a total of \$75,000.

Town Share:

While there is no requirement for a town share for the grant, we would provide an in-kind contribution through staff hours delivered by the Director of Social Services, the Director of Special Education, the Assistant Town Manager and a secretary.

Recommendation/Program Summary:

Staff recommends recommend that the town pursue this grant application. If awarded, the grant would provide us with the opportunity to build on the work that has been started by the Mansfield Advisory Committee for the Needs of Persons with Disabilities (MACNPD). MACNPD was founded in 1976 and became an official town committee in 1982. Since its inception the committee has focused primarily on issues of access for persons with disabilities, including the review of construction plans submitted to the Planning and Zoning Commission, supporting an accessibility study for town-owned buildings, and advocating for transportation enhancement.

While access is clearly a critical issue for persons with disabilities, the Real Choice Change initiative goes beyond access to also explore issues of participation and welcome. Participation includes not only issues of physical accessibility, but also examines whether or not alternate formats are provided to enable participation in all aspects of community life. The issue of welcome refers to the public's attitude towards people with disabilities, and centers on community education and awareness.

Under this project, we would bring a representative group of community members together as a task force to examine these issues across the life span of our residents. The task force would work to provide oversight and direction for the town concerning the issue of community

inclusion as it relates to items such as transportation, housing, recreational programs and access to healthcare. The task force would also serve to examine barriers that currently exist for persons with disabilities.

At the end of this three-year project, we would have developed a plan to promote long-term change that enhances the inclusion of all people in the town of Mansfield. If selected for this grant, the opportunity exists for Mansfield to receive financial support to enable project staff to implement a community inclusion plan and to receive collaborative support from state agencies serving persons with disabilities in our community.

The town of Mansfield is a progressive community that prides itself on its relative diversity and its acceptance of individuals who represent differing views and beliefs. This change initiative provides the impetus for the community to look beyond basic compliance issues defined by ADA regulations to truly examine the institutionalized structures that encourage or inhibit participation by all of our residents. At a time when we are opening a new Community Center, updating a Plan for Conservation and Development, and actively planning for the Mansfield Downtown Partnership this grant can serve as a catalyst to include the needs of persons with disabilities in all of those initiatives. It also presents us with an opportunity to utilize existing Social Service Department staff to provide leadership in making community inclusion a part of everything that we do for the residents of our community.

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

Move, effective April 14, 2003 to authorize the Town Manager to submit an application in the amount of \$75,000 to the Real Choice Systems Change Model Communities Project in order to support the creation of a community-wide task force to focus on the issue of inclusion for persons with disabilities.

Respectfully submitted,



Martin H. Berliner
Town Manager

THIS PAGE LEFT
BLANK
INTENTIONALLY

TOWN OF MANSFIELD
OFFICE OF THE TOWN MANAGER



Martin H. Berliner, Town Manager

AUDREY P. BECK BUILDING
FOUR SOUTH EAGLEVILLE ROAD
MANSFIELD, CT 06268-2599
(860) 429-3336
Fax: (860) 429-6863

April 14, 2003

Town Council
Town of Mansfield

Re: Rural Business Enterprise Grant – Downtown Mansfield Revitalization and Enhancement Project

Dear Town Council:

Attached you will find a proposed Rural Business Enterprise Grant (RBEG) application to the United States Department of Agriculture (USDA) to help fund the preparation of the municipal development project plan for our "Downtown Mansfield Revitalization and Enhancement Project." The application requests \$90,000 from the USDA. If awarded, this amount would be added to \$200,100 previously allocated to the town under the state's Small Town Economic Assistance Program for a total estimated \$290,100 project budget.

Because the municipal development project plan is so essential to the success of our Downtown Project, we recommend that the Council authorize the Manager to submit the grant application as presented. If the Council supports this recommendation, the following motion is in order:

Move, effective April 14, 2003, to authorize the Town Manager to submit the attached Rural Business Enterprise Grant application in the amount of \$90,000 to the United States Department of Agriculture to help fund the preparation of the municipal development project plan for the "Downtown Mansfield Revitalization and Enhancement Project."

Respectfully submitted,

Martin H. Berliner
Town Manager

Attach:(2)

Application for Rural Business Enterprise Grant (RBEG)

Proposed Scope of Work for Downtown Mansfield Revitalization and Enhancement Project

A) Why is the project needed and beneficial?

By way of background, in 1999, the Mansfield Town Council retained the national planning firm of HyettPalma to develop an enhancement strategy for the revitalization of downtown Mansfield's commercial areas. Following a collaborative community-consultation process, HyettPalma produced the Mansfield Downtown Action Agenda, which provided specific recommendations designed to create a downtown center.

As follow-up to the recommendations in the HyettPalma report, the Mansfield Downtown Partnership Organizing Committee hired a consultant team led by Milone & MacBroom, Inc., to prepare a physical master plan and analysis of the economic aspects of the project. The Master Plan was completed May 7, 2002. Rural Development funded \$35,000 of the cost of the Master Plan with a RBEG in 2002.

For many years, there have been planning efforts to revitalize the existing commercial area on Storrs Road (State Route 195) into a vibrant and economically successful mixed-use downtown. Residents and students at the University of Connecticut have expressed interest in a downtown that has more to offer in terms of retail, restaurants, and activities. In a survey conducted in 2000 by the HyettPalma consulting firm, the top three improvements desired by residents and students were 1) increase the variety of retail goods, 2) recruit additional businesses, and 3) increase the variety of restaurants. Furthermore, the University of Connecticut has found in its surveys of accepted students who chose not to attend the University that the main reason they do not attend is that they feel there is "not enough to do in Storrs."

This project will effect public and private stakeholders including business owners and owners of commercial property in the downtown area who will benefit from the retention and strengthening of existing businesses and the creation of new business opportunities. One of the key thrusts of the downtown initiative is to increase foot traffic and enhance the aesthetics of the area, which will directly benefit local businesses. A successful town center would allow residents to have access to a wide range of goods and services at the local level, which might alleviate some of the need to drive long distances to obtain those goods and services. The location of additional housing alone would have a tremendous positive impact on existing businesses. In addition, the Partnership will make a concerted effort to market the area and to attract new businesses.

B) Which area is served and affected by the project?

The area served and affected by the project is an area of approximately 45 acres generally bounded by the intersection of Storrs Road (State Route 195) and Mansfield Road, the

south entrance to the University of Connecticut campus in the vicinity of Shippee and Buckley Halls on the north, and by the intersection of Route 195 and South Eagleville Road (State Route 275) on the south.

C) 1. What economic development will be accomplished and what business is assisted?

The Downtown Mansfield Master Plan plans for up to 14 new buildings that will house retail and office space. The Plan proposes an additional 109,000 square feet of retail and office space in addition to the current 74,000 square feet in the downtown area. The current space consists primarily of retail space with some office space. An additional 242,000 square feet is proposed for residential and service/education space.

While it is not known at this point what businesses will locate in the new development, it is expected that those businesses will be small businesses. As noted in the Target Market Strategies Study, conducted as part of the Master Plan, the downtown office niche is currently serving the small professional and service company user requiring 500 to 3,500 square feet of space. The scale of this market is compatible with the scale of the proposed downtown building stock. The Study proposes ground floor space in the 1,000 to 15,000 square feet area for a total of 18 businesses. A suggested building mix plan includes restaurants, clothing, bakery, antiques, artist lofts, and bike shop. *Please see pages 22 to 26 in the Target Market Strategies for more information on the proposed mix of businesses.*

The current businesses should also benefit from the improvements through the increased activity in the Storrs area. Current businesses include restaurants, hairdresser, florist, and gift shop, among others. There are 42 businesses located in Storrs Center that would potentially be affected.

2. What are time frames for completing activities?

a) Time frame from project approval to implementation

The funding request is for the Municipal Development Project Plan, which will be finalized in the fall of 2003.

b) Number of months duration of project

The Municipal Development Project Plan is estimated to be completed in October 2003.

With respect to the development of Storrs Center, construction would be tentatively scheduled to begin in 2 years and take 3 to 5 years for completion.

D) How will the project coordinate economic development activities with any other economic development and what businesses will be assisted?

This project will seek to integrate current businesses in the Storrs Center into the redevelopment of the area. Planning calls for one of the commercial buildings to be redeveloped and one business to be relocated to another site in the project area. Marketing efforts will be undertaken to promote the current businesses on site and recruit businesses to the new development. In March 2002, the Partnership hired Cynthia van Zelm as its Executive Director and she will be responsible for working on the promotion and recruitment of businesses. This process will be undertaken with the assistance of the Windham Chamber of Commerce, Tolland County Chamber of Commerce, the Mansfield Business and Professional Association, and through the Partnership's Business Development and Retention Committee.

The businesses in Storrs Center, which currently total 42, will be assisted through these efforts (*see attached list of Storrs Center businesses*).

E) What is the method used to select the areas and/or businesses that will receive the proposed service?

The Storrs Center was identified as the area for increased economic development because it is the prime commercial area in Mansfield and is located in the center of town, along the major thoroughfare in Mansfield (State Route 195). The new development will thus build on the current major commercial activity in the Town of Mansfield. It is expected that new development will assist the current businesses in Storrs Center as well as generate more economic benefits to the other businesses in Town that will see more traffic.

F) Describe your previous experience providing project assistance or similar economic development activities.

1. What experience does your staff have with proposed project?

As the Executive Director for the Mansfield Downtown Partnership, Cynthia van Zelm will serve as project manager for Partnership activities including the oversight of project plans and the subsequent development of Storrs Center. Ms. van Zelm has over 15 years of planning, management, and government experience. Prior to her hiring as the Executive Director for the Mansfield Downtown Partnership in March 2002, Ms. van Zelm worked for over five years in economic development for Lane Council of Governments in Eugene, Oregon. Ms. van Zelm was the lead staff person for economic and community development at the agency with her main role to coordinate technical assistance (grant writing and management, and project development) for the 11 cities in Lane County. Some of her major projects including developing the Lane County portion of an annual economic development plan for a four-county region, and conducting an inventory of major available commercial and industrial sites in rural Lane County.

Ms. van Zelm has experience working with downtowns having worked as a downtown manager in Silverton, Oregon for one year, and on downtown plans while on staff at Lane Council of Governments. *Please see attached resume for more information.*

Martin Berliner, Mansfield Town Manager, and Greg Padick, Mansfield Town Planner, will also be part of the team working on development of Storrs Center. Mr. Berliner and Mr. Padick have worked for the Town of Mansfield for over twenty years and bring extensive experience in project management, grant/contract management and planning to the project:

Finally, the Mansfield Downtown Partnership has a 15-member Board that is composed of several business people including a banker, developer, and small business owner who will be able to provide guidance on the development project.

G) Describe in detail how the project will increase or save jobs and what is the number of projected new and/or saved jobs?

As described in C) above, the construction of new retail and office space will result in several more businesses locating in Storrs Center. The Target Market Strategies conducted an analysis to determine the retail and office market and how much square footage could be developed based on market forces. While a job analysis has not been conducted, an estimate of 20 or more construction jobs and 250 permanent jobs could be created through the new development. It is estimated that the current businesses in Storrs Center employ over 100 people.

H) Describe how the work will be performed (staff or consultants) and who will be performing or contributing to it?

See attached Scope of Work from Looney Ricks Kiss Architects, Inc.

I) Describe how performance and objectives of proposed activity will be measured.

1. What follow-up activities are being planned?

The Mansfield Downtown Partnership Board of Directors will provide oversight on the consultants' work on the Municipal Development Project Plan. The Municipal Development Project Plan will be reviewed by the Partnership Board of Directors for content and its adherence to the original Scope of Work.

J) Please add any additional information that might help the Agency make a grant award decision.

Revitalization and enhancement of Storrs Center is long overdue. The improvement of Storrs Center will increase the economic viability of the small businesses currently located in Storrs Center as well as serve as a catalyst for new businesses to located in Storrs Center. The Partnership has received five unsolicited inquiries from small businesses or business ventures that are interested in locating in a new Storrs Center. The interest is evident and will only get stronger as we move toward development of a vibrant commercial area.

The Town of Mansfield and the University of Connecticut are fully committed to this project as evidenced by their contribution of significant financial resources to this project including the funding of the HyettPalma study, an Environmental Impact Evaluation for the area, and the operations of the Mansfield Downtown Partnership. On May 28, 2002, the Mansfield Town Council unanimously approved a motion to designate the Partnership as the municipal development agency for Storrs Center. The Partnership Board of Directors will be working with a consultant to develop a Municipal Development Project Plan, which documents the full range of technical, infrastructure, and legal agreements required for implementation of the Master Plan to occur. The Town of Mansfield and the University of Connecticut will continue its financial commitment through this more detailed planning process.

Martin H. Berlineri
Town Manager
April 9, 2003

**APPLICATION FOR
FEDERAL ASSISTANCE**

OMB Approval No. 0348-0043

1. TYPE OF SUBMISSION: Application <input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction Preapplication <input type="checkbox"/> Construction <input type="checkbox"/> Non-Construction	2. DATE SUBMITTED 3-31-03	Applicant Identifier
	3. DATE RECEIVED BY STATE	State Application Identifier
	4. DATE RECEIVED BY FEDERAL AGENCY 3-31-03	Federal Identifier

5. APPLICANT INFORMATION

Legal Name: Town of Mansfield	Organizational Unit: Town Government
Address (give city, county, State, and zip code): 4 South Eagleville Rd. Storrs, CT 06268	Name and telephone number of person to be contacted on matters involving this application (give area code) 860-429-3336 Martin Berliner Town Manager

6. EMPLOYER IDENTIFICATION NUMBER (EIN): 06-6002032	7. TYPE OF APPLICANT: (enter appropriate letter in box) C A. State B. County C. Municipal D. Township E. Interstate F. Intermunicipal G. Special District H. Independent School Dist. I. State Controlled Institution of Higher Learning J. Private University K. Indian Tribe L. Individual M. Profit Organization N. Other (Specify) _____
---	--

8. TYPE OF APPLICATION:

New Continuation Revision

Revision, enter appropriate letter(s) in box(es)

A. Increase Award B. Decrease Award C. Increase Duration
D. Decrease Duration Other(specify): _____

9. NAME OF FEDERAL AGENCY:
USDA, Rural Development

10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER:
10-769

11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT:
**Downtown Mansfield Revitalization and Enhancement Project.
Municipal Development Project Plan**

12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.):
Town of Mansfield

13. PROPOSED PROJECT

14. CONGRESSIONAL DISTRICTS OF:
2nd District, Connecticut

Start Date 3/03	Ending Date 10/03	a. Applicant Town of Mansfield	b. Project Municipal Development Project Plan
---------------------------	-----------------------------	--	---

5. ESTIMATED FUNDING:

Federal	\$	90,000	00
Applicant	\$		00
State DECO STEAP Grant	\$	200,100	00
Local	\$		00
Other	\$		00
Program Income	\$		00
TOTAL	\$	290,100	00

16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?
a. YES. THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON:
DATE _____
b. No. PROGRAM IS NOT COVERED BY E. O. 12372
 OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW

17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?
 Yes If "Yes," attach an explanation. No

18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT, THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.

Type Name of Authorized Representative Martin H. Berliner	b. Title Town Manager	c. Telephone Number 860-429-3336
Signature of Authorized Representative <i>Martin H. Berliner</i>	e. Date Signed 3-21-03	

INSTRUCTIONS FOR THE SF-424

Public reporting burden for this collection of information is estimated to average 45 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0043), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

This is a standard form used by applicants as a required facesheet for preapplications and applications submitted for Federal assistance. It will be used by Federal agencies to obtain applicant certification that States which have established a review and comment procedure in response to Executive Order 12372 and have selected the program to be included in their process, have been given an opportunity to review the applicant's submission.

- | Item: | Entry: | Item: | Entry: |
|-------|---|-------|--|
| 1. | Self-explanatory. | 12. | List only the largest political entities affected (e.g., State, counties, cities). |
| 2. | Date application submitted to Federal agency (or State if applicable) and applicant's control number (if applicable). | 13. | Self-explanatory. |
| 3. | State use only (if applicable). | 14. | List the applicant's Congressional District and any District(s) affected by the program or project. |
| 4. | If this application is to continue or revise an existing award, enter present Federal identifier number. If for a new project, leave blank. | 15. | Amount requested or to be contributed during the first funding/budget period by each contributor. Value of in-kind contributions should be included on appropriate lines as applicable. If the action will result in a dollar change to an existing award, indicate <i>only</i> the amount of the change. For decreases, enclose the amounts in parentheses. If both basic and supplemental amounts are included, show breakdown on an attached sheet. For multiple program funding, use totals and show breakdown using same categories as item 15. |
| 5. | Legal name of applicant, name of primary organizational unit which will undertake the assistance activity, complete address of the applicant, and name and telephone number of the person to contact on matters related to this application. | 16. | Applicants should contact the State Single Point of Contact (SPOC) for Federal Executive Order 12372 to determine whether the application is subject to the State intergovernmental review process. |
| 6. | Enter Employer Identification Number (EIN) as assigned by the Internal Revenue Service. | 17. | This question applies to the applicant organization, not the person who signs as the authorized representative. Categories of debt include delinquent audit disallowances, loans and taxes. |
| 7. | Enter the appropriate letter in the space provided. | 18. | To be signed by the authorized representative of the applicant. A copy of the governing body's authorization for you to sign this application as official representative must be on file in the applicant's office. (Certain Federal agencies may require that this authorization be submitted as part of the application.) |
| 8. | Check appropriate box and enter appropriate letter(s) in the space(s) provided:

-- "New" means a new assistance award.

-- "Continuation" means an extension for an additional funding/budget period for a project with a projected completion date.

-- "Revision" means any change in the Federal Government's financial obligation or contingent liability from an existing obligation. | | |
| 9. | Name of Federal agency from which assistance is being requested with this application. | | |
| 10. | Use the Catalog of Federal Domestic Assistance number and title of the program under which assistance is requested. | | |
| 11. | Enter a brief descriptive title of the project. If more than one program is involved, you should append an explanation on a separate sheet. If appropriate (e.g., construction or real property projects), attach a map showing project location. For preapplications, use a separate sheet to provide a summary description of this project. | | |

SECTION A - BUDGET SUMMARY						
Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. RBEG	10.769	\$	\$	\$ 90,000	\$ 200,100	\$ 290,100
2.						
3.						
4.						
5. Totals		\$	\$	\$ 90,000	\$ 200,100	\$ 290,100

SECTION B - BUDGET CATEGORIES					
6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
a. Personnel	\$	\$	\$	\$	\$
b. Fringe Benefits					
c. Travel					
d. Equipment					
e. Supplies					
f. Contractual			90,000	200,100	290,100
g. Construction					
h. Other					
i. Total Direct Charges (sum of 6a-6h)			90,000	200,100	290,100
j. Indirect Charges					
k. TOTALS (sum of 6i and 6j)	\$	\$	\$ 90,000	\$ 200,100	\$ 290,100
7. Program Income	\$	\$	\$	\$	\$

Authorized for Local Reproduction

Standard Form 424A (Rev. 7-97)
Prescribed by OMB Circular A-102

Previous Edition Usable

P.75

SECTION C - NON-FEDERAL RESOURCES

(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS
8. Small Towns Econ. Asst. Program (STEP)	\$	\$ 200,100	\$	\$ 200,100
9.				
10.				
11.				
12. TOTAL (sum of lines 8-11)	\$	\$ 200,100	\$	\$ 200,100

SECTION D - FORECASTED CASH NEEDS

	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$ 90,000	\$	\$	\$	\$ 90,000
14. Non-Federal	200,100			100,100	100,000
15. TOTAL (sum of lines 13 and 14)	\$ 290,100	\$	\$	\$ 100,100	\$ 190,000

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT

(a) Grant Program	FUTURE FUNDING PERIODS (Years)			
	(b) First	(c) Second	(d) Third	(e) Fourth
16.	\$	\$	\$	\$
17.				
18.				
19.				
20. TOTAL (sum of lines 16-19)	\$ -0-	\$ -0-	\$ -0-	\$ -0-

SECTION F - OTHER BUDGET INFORMATION

21. Direct Charges:	22. Indirect Charges:
23. Remarks:	

P.76

TOWN OF MANSFIELD
OFFICE OF THE TOWN MANAGER



Martin H. Berliner, Town Manager

AUDREY P. BECK BUILDING
FOUR SOUTH EAGLEVILLE ROAD
MANSFIELD, CT 06268-2599
(860) 429-3336
Fax: (860) 429-6863

April 14, 2003

Town Council
Town of Mansfield

Re: Status Report on Pending Claims and Litigation

Dear Town Council:

Attached please find the quarterly status report concerning pending claims and litigation involving the town. Staff will be available at Monday's meeting to address any questions that you may have regarding the report.

Respectfully submitted,

A handwritten signature in cursive script that reads "Martin H. Berliner".

Martin H. Berliner
Town Manager

Attach:(1)

Memo

To: Martin Berliner, Town Manager
From: Matt Hart, Assistant Town Manager *MWH*
CC: Mansfield Town Council, Dennis O'Brien
Date: April 14, 2003
Re: Status Report on Pending Claims and Litigation

Brierton v. Regional School District Number 19. In this personal injury case, the plaintiff sought damages for the amputation of his left middle finger that he sustained while lifting a large steel beam during an Animal Sciences class. The town and the Region were insured by the same carrier (CIRMA), who retained a law firm for the Region's legal defense (the town was also named as a potential defendant). CIRMA has just agreed to a settlement in which the Region is not subject to a deductible. This matter is now closed.

Bouchard v. Town of Mansfield. In this personal injury case, the plaintiff was involved in a motor vehicle accident in July 1998 at the intersection of Gurleyville Road and Woodland Road. The plaintiff caused the accident by driving through a stop sign on Woodland and claimed that the town was at fault because the sign was obscured by vegetation. The plaintiff sought damages for his personal injuries, medical expenses and lost wages. The town denied any liability in this case and was represented by a law firm retained by its insurance carrier (CIRMA). At pre-trial, the judge assigned the case to court-mandated arbitration, which is used for cases that the court believes are worth less than \$50,000. During arbitration our insurance carrier agreed to a settlement, in which the town was not subject to any deductible. This case is now closed.

Elias v. Hellenic Society Paideia. On September 3, 2002, the Planning and Zoning Commission (PZC) approved the application of the Hellenic Society Paideia for a special permit to construct an open air Hellenic theatre complex at 28 Dog Lane in Storrs. On September 26, 2002, several area residents appealed the PZC decision in Superior Court. On October 23, 2002, the PZC approved the Paideia's request to allow storage of certain special construction materials at the Dog Lane site. Two days later, the plaintiffs moved for a temporary injunction asking the Court to prevent the Paideia from storing the materials onsite and from beginning to construct the theatre. After a hearing during which the PZC,

represented by the Town Attorney, and the Paideia, represented by its own lawyers, opposed the request for an injunction, the Superior Court judge refused the plaintiffs' invitation to order a stop to the storage of materials or construction.

It is unlikely that the Paideia will commence construction of the theatre unless and until they win this appeal, since they would have to remove the structure if they lose, and litigation is seldom a sure thing. Town staff prepared the voluminous record of proceedings before the PZC, which was filed on schedule with the court on January 16, 2003. Then, on January 31, 2003, the Town and the Paideia filed their answer to the plaintiffs' complaint, denying all their claims of law. The plaintiffs' brief was due on March 20, 2003, but on the due date their lawyer asked for an extension to give him more time to ask the court to agree to accept additional evidence. Normally, zoning appeals are heard by the superior court on the record created in the proceedings before the PZC, and additional evidence is accepted only in special circumstances. The Town and the Paideia are opposing the plaintiffs' motions, and the Town has filed a brief in opposition. The court will hear argument from the attorneys on the pending motions on Monday, April 28, 2003.

Geer v. Town of Mansfield. In this personal injury action the plaintiff sought damages for injuries she obtained as a result of a fall at the Mansfield Public Library in February 2001. Legal counsel retained by our insurance carrier represented the town. Our carrier has agreed to a settlement in which the town was not subject to a deductible. This matter is now resolved.

Negro Cases. In June of 1999, after several unsuccessful out of court efforts to obtain zoning code compliance by George Negro at property he owns at 76 Fern Road, Mansfield Zoning Agent Curt Hirsch filed *Hirsch v. Negro* in the Superior Court seeking an injunction against Mr. Negro's illegal commercial use of this property located in a residential zone. About a week later, Mr. Negro responded with *Negro v. PZC*, styled as an appeal from a Planning and Zoning Commission (PZC) action allegedly taken against his interests in 1986 and 1998, regarding the same property that is the subject of *Hirsch v. Negro*, but later held by the court in denying the PZC's motion to dismiss to be a declaratory judgment as well.

Hirsch v. Negro was tried during the first week of September 2001. On September 10, 2001, the Superior Court issued its decision in favor of the Zoning Agent. Predictably, Mr. Negro appealed to the State Appellate Court. Meanwhile, he continued to violate the Superior Court's order, but on the advice of the Town Attorney and despite the appeal, the Zoning Agent acted to enforce the order by removing many unauthorized motor vehicles from the property. There appears to have been no ensuing violations of the court order. On November 12, 2002, the Appellate Court unanimously affirmed our trial court victory in *Hirsch v. Negro*. Negro's deadline to petition for certification to appeal to the Supreme Court passed on December 2, 2002, bringing *Hirsch v. Negro* to a successful end.

Meanwhile, contending essentially that *Negro v. PZC* is redundant, the PZC has filed a motion to amend our answer to raise the special defense of res judicata, i.e., claiming in essence that "the thing has already been decided." Our counsel expects the motion to

amend to be granted any day now, after which he intends to file a motion for summary judgment to try to put a successful end to this case as well, short of trial. The Zoning Agent continues to monitor the subject property and, on the advice of counsel, will enforce the court's September 10th ruling as needed.

Newell v. Regional School District Number 19 and Town of Mansfield. On November 21, 2002, the plaintiff served the town and Regional School District 19 notice on this claim seeking damages for injuries sustained by the plaintiff during football practice at E.O. Smith High School. The town and the Region are insured by the same carrier (CIRMA). If necessary, the carrier will retain a law firm for our legal defense.

4. Separatist Road Detention Pond DEP Progress

Larry Schilling reported that the University had finished the dam structure and back-filled the basin. They are now waiting for weather to break in the spring to complete the final planting. Martin Berliner added that the town had lost some time on the bike path and would not be able to bid the project this summer. The town will try to bid the project in the fall.

5. Spring Weekend

(The committee moved this item to the last item of business for the meeting.) Tom Callahan explained that the committee had been studying this issue for a while, largely because the University has needed the time to get its internal plans in order. Eddie Daniels then reviewed general parameters for Spring Weekend 2003. The parameters consist of a number of shared goals, such as providing safe and healthy alternative activities for students and lowering the risk of injury, vandalism and violence (see attached for more detail). Also, while the University plans to schedule events similar to those of previous years, there will be no major expansion of activities. In addition, there is a concert planned for Saturday night, to be held in Gampel Pavilion.

Greg Muccilli stated that while the students support the shared goals, they do not support the general parameters. In particular, the students are concerned that Memorial Stadium cannot be used as a location for the carnival.

Tom Callahan concluded the discussion by stating that the University would need to resolve these issues in the months ahead.

6. UConn Landfill Project

Larry Schilling reported that in January the University had conducted an information session regarding the landfill, and that the Department of Environmental Protection (DEP) would hold a public meeting on February 25th at the town hall. Rich Miller commented that the January meeting was not well attended, so the DEP is not sure about what will prove the best format for future public informational meetings. Martin Berliner explained that he thought the low attendance was in part attributable to the length of the project and the fact that many concerns have been put to rest. The town has asked the DEP for its response to public comments.

In reference to a recent Hartford Courant article, AJ Pappanikou asked if the leachate from the landfill had slowed. Rich Miller said that it had, and that the Courant article was slightly inaccurate because there are several monitoring wells in excess of 100-feet deep.

Tom Callahan inquired about the estimated total of expenditures for the project to date. Larry Schilling stated that the cost to date is \$11.6 million, paid from the University's deferred maintenance budget.

7. UConn Projects Update

Larry Schilling provided the following update concerning University building projects:

- Information technology building – finishing up for the end of the month
- North Campus apartments, Greek housing complex, Towers dining facility – all expected to be open for the fall
- Benton Art Museum – project will take approximately one year
- Student Union – work is underway, with the theater to be completed this fall
- Pharmacy building – currently re-locating utilities

8. Fenton River Level A Mapping

Tom Callahan reported that the University had received the DEP's approval concerning this project, and he asked Greg Padick if the mapping results would effect the town's Plan of Conservation and Development. Greg replied that the planning and zoning commission (PZC) serves as the town's aquifer protection agency, and the plan of conservation and development will reflect the revised mapping. In addition, the University will be notified as a party of interest to comment on the plan.

9. Other Business

- a. Aquatic Study - Rich Miller added that the level A mapping would identify the re-charge area, which the University has proposed to continue to use as an agriculture/forested tract. The mapping will assist the University in its efforts to protect the tract. In addition, the University has begun a two-year in-stream flow study of the Fenton River. They are looking at the impact of increased pumping of the Fenton River wellfields, which are adjacent to the river, to four species of fish. These wells provide about one-quarter of the University's water supply.

AJ Pappanikou made a motion to adjourn the meeting at 5:15 p.m. Phil Barry seconded and the motion passed unanimously.

Respectfully submitted,



Matthew Hart
Assistant Town Manager

THIS PAGE LEFT

BLANK

INTENTIONALLY

ARTS ADVISORY COMMITTEE
Meeting of Tuesday, 4 March 2003
Beck Municipal Building, Conference C

MINUTES

1. The meeting was **called to order** by Chair Jay Ames at 7:36p. Members present: Jay Ames, Scott Lehmann, Derri Owen, Carol Pellegrine, Steve Pringle. Members absent: Tim Quinn. Others present: Jay O'Keefe (staff).
2. **Minutes** of the 4 February 2003 meeting were approved as written.
3. **Arts 300 Festival.**
 - a. An **announcement** of the Festival (10a-5p, Sat., 31 March, Holiday Hill) has been released to the press.
 - b. Jay Ames reported that there is **indoor space** at Holiday Hill for at least 50 exhibitors (10 by 10 foot spaces) in the refurbished chicken coops, plus additional space on the lower floor of the barn.
 - c. Holiday Hill may be interested in providing **refreshments**, but this has not yet been settled.
 - d. A **sound system** should probably be provided for performers so people don't have to haul and set-up their own. Chairs can probably be provided, but exhibitors should bring their own **display boards and tables**.
 - e. The **proposals** already received were reviewed, with the understanding that the March 1 deadline is not a cut-off: additional proposals will be considered as long as there is room. There appear to be enough proposals already to make the Festival a success; in fact, we may have trouble accommodating all the performers in the event of bad weather. Derri Owen wondered whether certain proposals concerned crafts rather than art, but in the end the Committee decided that they should be accepted. A proposal for a revolutionary war enactment was rejected as unsuitable; a proposed musical performance was rejected because it would cost us \$200.
 - f. Scott Lehmann will draft an **acceptance letter** right away to be sent out to those who submitted acceptable proposals, plus a **needs form** to be sent with the letter, so that we can allocate exhibit space and performance spacetime. He will e-mail it to Jay Ames.
 - g. More information can be sent later. Derri Owen will draft an **information sheet** for exhibitors and Steve Pringle will draft one for performers.
 - h. Carol Pellegrine will put all the proposal information into a **data base**. She will also call the two groups (e above) whose proposals were rejected.
 - i. We will probably have to have **more frequent meetings** to organize the Festival.

4. **Adjourned** at 9:30p.

Scott Lehmann, Acting Secretary

THIS PAGE LEFT

BLANK

INTENTIONALLY

TOWN OF MANSFIELD
FINANCE COMMITTEE
MINUTES OF December 18, 2002

Present: Carl Schaefer (Chair), Elizabeth Paterson, Bruce Bellm, Jeffrey Smith,
Martin Berliner

Absent: JC Martin

The meeting was called to order at 5:30 p.m.

The Finance Department discussed an estimated short-fall in the revenue budget of approximately \$315,000. Also mentioned was the cost of electricity at the Library which was running ahead of estimates.

A review of the Other Funds in the report was commenced with particular interest on the Health Insurance Fund. The Manager noted that health costs are advancing more rapidly than in past years.

Vote: The Committee voted to accept the report and pass same to the Council with a recommendation to accept.

The meeting adjourned at 6:15 p.m.

Respectfully submitted,

Jeffrey H. Smith
Director of Finance

THIS PAGE LEFT
BLANK
INTENTIONALLY

**RECREATION ADVISORY COMMITTEE
MEETING MINUTES
February 26, 2003**

ATTENDING: Sheldon Dyer, Darren Cook, Donald Field, Joe Soltys
STAFF: Jay O'Keefe, Curt Vincente

- A. Call to Order – Chairman S. Dyer called the meeting to order at 7:35p.m.
- B. Approval of Minutes – Approval of the minutes of December 18, 2002 and January 22, 2003 was tabled to the next meeting due to a lack of a quorum.
- C. Co-Sponsorship Reviews – Charlie Eaton, of the Mansfield Junior Soccer Association (MJSA) presented the MJSA's application for co-sponsorship renewal. Approval of the application was tabled to the next meeting due to the lack of a quorum.
- D. Old Business – C. Vincente briefly reviewed the Building Committee minutes, Job Meeting minutes No. 22 and the February 3 Construction Manager's report. C. Vincente updated committee members on the Community Center marketing plan, noting the inaugural registration form is now available, the facility brochure and the donor brochure are in development. The draft fee waiver recommendations were discussed. C. Vincente will coordinate a follow-up meeting with the Social Services Advisory Committee representatives for a final review.
- E. Correspondence – None
- F. Director's Report – C. Vincente noted that most of his report was covered under Old Business or will be discussed under New Business items. He distributed the Mansfield Downtown Partnership brochure and encouraged those that are interested to get involved.
- G. New Business – C. Vincente gave a brief overview of the fall quarterly report, noting a very successful season. He also noted that Winter/Spring programs have been well received. C. Vincente reviewed proposed cuts the department's FY 2003-04 budget proposal, particularly reduced hours of operation for Bicentennial Pond. The committee took no action on the Windswept Manor Subdivision referral.

Having no other business, the meeting was adjourned at 9:15pm. The next meeting is scheduled for March 26, 2003.

THIS PAGE LEFT
BLANK
INTENTIONALLY

REC'D MAR 26 2003

1

Town of Mansfield
Transportation Advisory Committee
Minutes of the Meeting
March 18, 2003

Present: Stephens (Chair), Nash, Zimmer, Taylor, Hall, Padick (staff), Aho (WRTD representative), Grunwald (staff), Zolnik (staff), Hultgren (staff)

The meeting was called to order by Chair Stephens at 7:30 p.m.

The minutes of the 12/10/02 meeting were approved on a motion by Nash/Taylor.

Correspondence was reviewed and circulated including the January '03 Transportation Strategy Board report, the 2003 D.O.T. Master Transportation Plan and staff's report on re-spacing bicycle route signs on Town roads.

Hultgren circulated the latest WRTD ridership statistics and explained that Mansfield's payment for the fare free program was going to increase \$10,000 next year because UConn had dropped out of the program. Nash and the committee worked-up a letter to be sent to the Town Council and others seeking support for the program.

Hultgren updated committee members on Traffic Calming requests that were ongoing and waiting for the conclusion of winter. He also updated members on the status of the Town's transportation enhancement projects and new grant applications.

Town Planner Greg Padick spoke of the effort to update the transportation related portions of the Town's plan of development which was in the agenda packet. After some discussion it was agreed that staff would send out a draft of the update and members would discuss it at the next meeting. Padick encouraged members to comment or contact him with questions.

The next meeting was scheduled for April 22nd, assuming the Plan of Development drafts are ready before then.

Respectfully submitted,



Lon R. Hultgren
Director of Public Works

cc: Town Manager, Town Clerk, Town Planner, Assistant Town Engineer, Transportation Planning Aide, Social Services Director, UConn Transportation, H. Koehn, file

THIS PAGE LEFT

BLANK

INTENTIONALLY

Mansfield Youth Service Bureau
Advisory Board
Meeting Minutes
Tuesday, March 11, 2003
@ 10 am YSB Office

In attendance were: Frank Perrotti, Assistant Chairperson; Ethel Mantzaris Chairperson; Kevin Grunwald, Social Services Department Director; Janit Romayko, YSB Coordinator

Agenda items included:

1. Update: a. GrandParents met in February as their wish to have a "subsidized guardianship" bill sponsored is being granted. Sen. Edith Prague has had a number assigned and it is SB727. GrandParents in the group have a number of different living arrangements: some live with their children and/or grandchildren and some live without their children. They are all in agreement though that they prefer not to be involved with DCF to receive a subsidy. They also wonder why the amount of money for foster care is so much more than for subsidized care (\$1200 vs. \$300). It could be that DCF handles the foster care and DSS handles the latter. All agree that having a family member care for a grandchild is far better than having the child in foster care. b. YSB took 14 Community Service students to Uconn Jorgensen where they were treated to an evening with the Uconn Dance Troupe, dinner and the international dance company, Momix. This evening was in appreciation for all the community services that the students have performed and a way for Jorgensen Outreach for Youth to make performances financially accessible to youth. c. YSB and the 2nd year social work graduate student hosted a sleep over during vacation for 5 boys. These boys are in the lunchtime group at MMS and spend their X block with the graduate student, Kris Robinson. d. YSB met with the newly appointed Assistant Principal at MMS and explained the YSB programs and services. e. Medication and family therapy cases continue and are seen as a cost-effective alternative to outplacement. Many of the cases are multimedicated as the family dynamics are so multifaceted. Problems include alcohol, single parent situations, violence, poor academic performance and emotional challenges. Once medication is

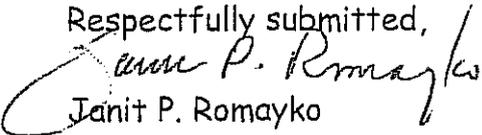
introduced, the situation usually stabilizes and progress in academic, social and emotional areas improves.

2. Upcoming Events, Dates for Spring/Summer, 2003(attached) The events that will occur in the next 2-4 months . Most are short term grant funded and will be completed by mid-July. Penny Wars will be moved up to the beginning of May as last year the final money count occurred at the same time as Memorial Day. People's Bank was very generous with their time and staff but the counting machine broke down and the money had to be transported to another office and we would like to schedule it for the convenience of the bank also. The branch manager was very involved and gave of her time to come to the awards ceremony at MMS and gave the check to WAIM.
3. Community Center: The Social Services and Recreation Departments Advisory Committees are working on a fee structure waiver for the new community center. There may be a 25%/50% fee waiver depending on income levels. The CC needs 1700 memberships to break even and the current economic climate may have an effect.
4. EOS Position: Because the Town funded an EOS position at 100% for the past three years, and because finances are scaled down, the Town will pay 50% for the position next year and 2004 will be determined. The details of the position need to be worked out but strong consideration will be given to evening hours and family work. More continuity for the 8th-9th grade transition, off site hours for those wanting to be seen at a neutral setting and programming considerations are details to be worked out.
5. Secretarial Position: Frank asked again about the status of the position for the YSB. Kevin said that the Town is scaling back. Frank remarked that the process by which this decision was not communicated is disturbing to him. He wonders if the YSB Advisory Board is needed and what the role actually is. Kevin said that there are parameters to the budget and personnel issues are those over which the Town Manager has final say. Frank said that he understood that but that not being told was still disturbing to him. Frank remarked that when he was Superintendent of Schools that he'd often be out of the office not doing paperwork as he was not paid to do those things but rather to oversee others. He did not use his time inefficiently. Frank wonders if the Town needs an Advisory board and if this continues he will continue to question. Kevin said that perhaps the YSB would like to update its mission. JR remarked that the LPC(ADAPT) had worked on its goals/mission statement in 1995 and that

the YSB Advisory Board had discussed its mission about the same time. The Board had used the "assets" list and JR will look it up again and reintroduce the list. Ethel remarked that the Board is a rich composite of professionals, residents, and students, all interested in the well-being of children. The YSB Advisory is the voice of the community with a history of activism when appropriate (Blanshard, Maloney, Keane, Hirschfeld).

Meeting adjourned 11:15am

Respectfully submitted,


Janit P. Romayko
Secretary

JR/jr.

UPCOMING DATES, EVENTS FOR YSB ACTIVITIES:

Date	Event
Friday, March 7 th 5pm	GrandParents/Mothers/Homework
Mondays: March-May Wednesday, March 19	Community Service Video PAWS @ MCC
TBA March	"Change The Tape"
Wednesday, April 3	Anti-Smoking Rally
Wednesday, April 16	Ambassador's Lunch @ MMS
Tuesday, April 22 Wednesday, April 29 May 5-12, to 25 th A Friday in May:Evening June 23-July 5	Cultural Exchange NECASA Awards Dinner Penny Wars Video Viewing for Parents and Kids Rectory Camp
2 nd Wednesday of @ month	Juniper Hill

March 11, 2003

To: YSB Advisory Board

Fr: Janit Romayko

Re: February Update

The following are activities that were of "note" in the month of February, 2003

1. JOY: Fourteen Community Service students attended the Jorgensen Outreach to Youth (JOY) performance of the Uconn Ballroom Dance Troupe and then were treated to dinner and a performance of "MOMIX", the international dance ensemble.
2. GrandParents' Group reconvened and contacted Sen. Edith Prague to sponsor their subsidized guardianship legislation. They received word that the actual bill is SB#727 and they will be contacting other grandparents to raise awareness. They are a very spirited group with a great deal of energy and enthusiasm.
3. YSB hosted a 5th/6th-grade boy's sleepover at the office during school vacation. The group was "managed" by our social work graduate student and they watched videos, played computer games, and ate pizza and then breakfast in the office. The amount of sleep was minimal but feedback from the parents was very positive.
4. Medication cases continue with Dr. Haney and medication is seen as an alternative to outplacement. YSB oversees several of these multi-faceted cases.
5. YSB met with Jaime Russell to discuss YSB services and programs and ways to interface.

THIS PAGE LEFT

BLANK

INTENTIONALLY

**DRAFT
Minutes
Mansfield Conservation Commission
Wednesday, March 19, 2003
Audrey P. Beck Building
CONFERENCE ROOM B
7:30 PM**

Present : Dahn, Kaufman, Minkler, Trainor,
Absent: Kessel, Burchstead, Silander, Thorson
Guest: .

Call to order at 7:30 PM

Minutes

- February 19, 2003-approved by Trainor seconded by Dahn. Unanimous.

UConn Issues

- Written Response from UConn re: Thorson's Letter-Briefly discussed and referred to MCC water resources subcommittee (Kessel, Silander, and Thorson).
- 2/26/03 Letter from Larry Schilling to Gerald Iwan, DPH-Briefly discussed and referred to MCC water resources subcommittee (Kessel, Silander, and Thorson).

Administrative Issues

- Town Website: CC section-agreed to put members on the website and mission statement.
- Need to vote for officers next month.

New Business

- Fenton River
 1. Water Levels – no discussion.
 2. 2/13/03 Letter to Corinne Fitting, DEP Bureau of Water Management from Quentin Kessel- Reviewed Kessel's letter and await response from Corinne Fitting.
- Open Space/Park Management Issues
 1. Torrey Boundary Marking Update-Dahn agreed to mark the boundaries!!
 2. Vegetation Survey Planning 2003-Survey Goals-FYI-No comment. Kaufman will pass along to Silander for review.
- Stone Walls-no comment.
- Plan of Conservation and Development Update-no comment.
- Lands of Unique Value Study Update-await final report.

Conservation Commission comments on IWA referrals

1. W1202- Town of Mansfield-Mt Hope Rd Box Culvert- Dahn moved and Kaufman seconded that there would be no significant impact provided proper sedimentation and erosion control measures were used. Unanimous. Discussion: CC supports the installation of a sedimentation basin that is maintained as needed.
1. W1205- Chatham Hill, LLC- Fern Rd- no comment. Awaiting the full plans to discuss with wetlands agent.

Conservation Commission comments on PZC referrals

1. PZC file #1131-2-

Motion to Adjourn Minkler seconded by Dahn. Unanimous. 8:45 pm

THIS PAGE LEFT

BLANK

INTENTIONALLY

Mansfield Parks Advisory Committee Minutes of the March 5, 2003 Meeting

Members Present: Sue Craig, Jean Haskell, Kristin Schwab, Jennifer Kaufman, David Silsbee, Jackie Perfetto, Heather Fried, Pat Bresnahan

A. Selection of Secretary: Pat Bresnahan acted as secretary.

B. Minutes of the February 5 meeting were approved, with one change: the date of the Coney Rock dedication is May 18.

C. Continuing Business

1. PAC Committee Reports

a. FOMP Update: Thank you letters have been sent out to individuals involved in the recent event at Fifty Foot. Two additional events are planned: an Aliens walk, possibly led by Les Mehrhoff and a solstice wildflower walk, led by Pat Bresnahan and others.

b. Volunteer Activities Reports: There was a lengthy discussion regarding the various types of volunteer activities that PAC initiates, and how those activities should be categorized and named. It was generally agreed that since all of the activities involve natural areas, that there ought to be an overarching group called Natural Area Volunteers. There was concern expressed that PAC not lose sight of its mission with respect to developed parks, however.

1) Past Volunteer Activities: The February workday was cancelled due to poor weather.

2) Upcoming Community Services Days: The next work day is scheduled for March 29 at Old Spring Hill. Possible strategies for dealing with the multiflora rose problem were discussed. There will be two workdays in April, one with Eastern and one on April 5 at Dunhamtown.

c. Others

1) Mt Hope Park Brochure: All changes are done. It is now printable and downloadable. The WEB info is on disk.

2) CT Trails Day: The form has been sent in. The walk is scheduled for June 7 at Dunhamtown. A leader has not been selected. The Historical Society will be approached for possible leaders, due to the historical nature of the old foundations on the property.

3) Parks and Recreation Website: This is coming along. The brochure is online now.

4) Vegetation Survey Team: Pat Bresnahan distributed a planning document to be discussed at the next meeting. To be decided: goals of the PAC survey effort; to be discussed: linkages between the vegetation surveys and other PAC activities; the need for an information management plan. In 2003 the team will finish Fifty-Foot and start on Mt Hope.

2. Park Updates.

a. Coney Rock: The dedication will be Sunday, May 18. Denise Merrill, Betsey Patterson and others have been invited. It was decided to accept Sam Dodd's offer

to make trail signs for the park (and to request that he uses weatherproofing stain), and to also put up some standard Mansfield Park signs.

b. Dunhamtown Forest: The CT Trails Day walk will be held there on June 7. There will also be a workday there in April.

c. Eagleville Preserve: Heather will be cutting down the honeysuckle in the back lot.

d. Fifty-Foot Preserve: Zone-base sampling will continue with greater attention given to areas not covered in 2002.

e. Merrow Meadow: Bill Thorne has a local person willing to be a volunteer at Merrow Meadow.

f. Mt. Hope Park: A zone-based vegetation survey will be conducted this summer.

g. Schoolhouse Brook: A workday is scheduled for May 3rd. New signs will be put up.

h. Shelter Falls: Heather reported that Bald Eagles were sighted in the area.

i. Others: No report.

3. Non-PAC Committee Reports

a. Open Space Preservation: PAC strongly endorses efforts by the OSP committee to reduce light pollution in the town of Mansfield. Several members of PAC feel that the new lighting in the Mansfield Center area is excessively bright, distracting to motorists, and that lamps should have been designed to direct the light downwards.

b. Land Management: No report.

c. Recreation Advisory. No comments on the minutes. The need for a town skate park was briefly discussed.

d. Community Center Building Committee. No comments.

e. Conservation Commission. No report.

D. Correspondence.

1. P. Enright and C. Mohrbacher, RE. birdhouses. Enright (Kestrels) and Mohrbacher (Bluebirds) each presented plans for posting birdhouses in Mansfield Parks. It was agreed that Mt. Hope Park would be a good location for Kestrel boxes, due to the large open space. Mohrbacher was advised that Kestrels eat Bluebirds, and that that should be considered when deciding whether to also post a Bluebird box at Mt. Hope. Mohrbacher stated that he would instead post the Bluebird boxes on the Porter Property and at the Commons. Both men were asked to report annually to PAC re. bird activity.

2. Other correspondence noted: S. fisher re. Mt. Hope Park; J. Kaufman re. Coney Rock Dedication.

E. Director's Report. No report.

F. New Business.

1. Community Gardens Sub-committee. Sue Craig will talk to Vicky Wetherell about the Jerusalem artichoke problem.

2. Fall Quarterly Report. No comment.

3. Other New Business: None.

4. Future Agendas (April 2, 2003). Pat B. asked that the vegetation survey information goals be discussed.

DRAFT

President's Task Force on Substance Abuse

Meeting Report Minutes

Wednesday, March 26, 2003
Bishop's Center, UConn Storrs, CT

Committee Attendance: R. Averna, S. Bassi, F. Christison-Lagay, H. Colbert, L. Goodstein, K. Grunwald, B. Hare, S. Hogan, D. Jolin, W. Klein, L. Kosisko, M. Martinez, D. Pendry, R. Schurin, T. Smith, L. Snyder, D. Williams, J. DeWolf (Chair).

Not in Attendance: T. Babor, M. Berliner, P. Bostic, C. Hattayer, V. Hesselbrock, J. Purzycki, J. Saddlemire

J. DeWolf called the meeting to order at 6:30.

The Committee approved the minutes of the previous week.

J. DeWolf asked the committee to look over the final draft of the recommendations, report, and summary.

J. DeWolf reviewed changes made since Monday, April 24. A revised report and set of recommendations was handed out at the meeting. This included a summary review of the report and recommendations.

The Task force discussed the contents of the draft of the final report and each of the recommendations. After much discussion and review, the Task Force decided to make some final changes to the wording and sentence structure in some of the recommendations.

Much discussion occurred while deciding whether the impact column in the recommendations should remain, or if it should change to a column that includes footnotes. The Task Force decided to remove the impact heading in the recommendations and replaced it with a footnote heading using an asterisk system. The asterisks denote the recommendations that have one of the following:

- 1) Research-based evidence for the effectiveness of the recommendation (*)
- 2) Recommendation with strong student support (**)

Footnotes were added to all appropriate recommendations, with the exception of that on implementing additional sobriety road checks. J. DeWolf was asked to check with R. Averna to see if there is research-based evidence for the

effectiveness of this recommendation (following the meeting, R. Aversa confirmed that studies have shown that this is effective at reducing dui incidents). After much review by the committee, J. DeWolf remarked that he would make the new corrections to the final draft of the recommendations and report that were discussed.

R. Schurin announced that at 1:00 p.m. on Tuesday April 15, 2003 in the South Campus Ball Room, the task force recommendations would be presented to the Board of Trustees. All Task Force members are welcome and are encouraged to attend.

J. DeWolf asked the Task Force for final approval of the edited recommendations and report. The Task Force was all in favor, L. Goodstein with the first motion and W. Klein with the second, the remainder of the members following.

J. DeWolf thanked all of the members of the Task Force for their efforts and participation throughout the duration of the committee, and furthermore, expressed his content with the results of the recommendations and the report.

J. DeWolf concluded by stating that the final copy would be e-mailed to each of the members.

Respectfully Submitted,

Dean A. Jolin

**MANSFIELD DEPARTMENT OF SOCIAL SERVICES
ADVISORY COMMITTEE
MINUTES**

Thursday, March 13, 2003; 2:30 PM

AUDREY P. BECK BUILDING, CONFERENCE ROOM C

PRESENT: K. Grunwald (staff), B. Lehmann (Chair), J. Heald, M. Hauslaib, J. Peters, E. Passmore

I. COMMUNICATIONS/REPORTS:

A. Discussion with SSD Director, Kevin Grunwald

K. Grunwald updated the Committee on a number of initiatives that are taking place within the Department. An application for a \$25,000 grant to combat underage drinking was submitted to the State Office of Policy and Management. The grant would create a task force to address this issue, integrating work with efforts currently underway at UConn through the Alcohol Task Force. We should hear about our application some time in May. The Department is also looking at applying for a Real Choice Systems Change grant from the CT Department of Social Services. This is a \$75,000 grant for three years that is intended to create model communities for the inclusion of people with disabilities. The grant application is due April 18.

In general the work of the Department continues to operate smoothly, with an emphasis on greater integration of all programs and services.

B. Review of Department activity and other items in packet: The material included in the packet was reviewed. Future packets will include copies of reports from other programs including Senior Services and Youth Services, along with minutes of the YSB Advisory Board and any new brochures or publications.

C. Program funding updates

- **Graustein Foundation:** K. Grunwald and S. Baxter are working on a revised budget and action plan for Discovery 2003 that are both due by the end of this month. It appears that with the unspent carry-over money from 2002 we will be able to continue to operate this grant for the remainder of the year.
- **School Readiness Grant:** The Town of Mansfield is still waiting to hear on whether or not we will continue to be eligible for this funding. M. Hauslaib indicated that eligible towns have already received application information for 2003/04.

- Senior Services Nurse/Wellness Center: The Wellness Center has obtained funding to cover nursing services for 16 hours/month through the McSweeney Center through September of this year. The Town has also been included in McSweeney's application to continue to fund these services beyond this year.
- General impact of State budget cuts/closure of Willimantic DSS office: While we have not seen a dramatic impact from the closing of this office, we continue to be sensitive to the impact that this will have on residents of Mansfield.
- Report on the status of the Special Needs Fund and fund-raising activities: We currently have a balance of \$2562 in the Special Needs Fund. K. Grunwald will be speaking to the League of Women Voters on 4/15, and will be making a request for donations to the fund at that time.

D. Other

II. MINUTES:

Minutes of February 13, 2003 meeting: A revised copy of the minutes was distributed. A motion was made to accept the minutes as written, and the motion was approved.

III. OLD BUSINESS:

- A. Update on SSAC collaboration with Recreation Advisory Committee on Community Center fee waiver policy/schedule:**
M. Hauslaib, J. Heald, K. Grunwald and B. Lehmann will be meeting tonight with members of the Recreation Advisory Committee and Curt Vincente to discuss the proposed fee reduction policy for Community Center memberships. The four of them will meet prior to that meeting in an attempt to reach consensus on this issue from the perspective of the SSAC.
- B. FY '04 Budget update: Recommendations for the agency funding requests have been forwarded to the Town Manager for inclusion into the proposed budget. A request was made for the SSAC to be able to review the Town Manager's recommendations prior to the Town Council review of the budget. This request will be forwarded to the Town Manager.**
- C. Review of the At Risk Program: Since the last meeting we have activated the "At Risk Program." Members reported on their experiences in calling people on the list. One question was raised about how someone would get to the hospital if they needed to during**

inclement weather. The answer is that the Fire Dept. will be contacted in that case. Two numbers on E. Passmore's list were inactive, and their numbers need to be verified. We discussed the fact that making these contacts also provides an opportunity to do some initial assessment of whether or not there are other services that these residents may need to receive from with the Social Service Department. Contact sheets need to be updated annually; K. Grunwald and S. Thompson will review the form and determine whether or not is appropriate for Advisory Committee members to collect this information. We agreed that we need to look at ways of publicizing the availability of this service, and look at how new participants are recruited. Suggestion included using the Senior Sparks, along with contacting Jean Ann Kenny for referrals. If appropriate, forms will be distributed at the next meeting. One suggested change for the form is to ask if people are away from their homes from for any significant period of time.

D. Review of agency funding request process: B. Lehmann distributed a form to evaluate the agency funding requests for this year, and to look at recommendations for next year. Discussion on this was tabled until the April meeting.

E. Other

IV. NEW BUSINESS:

A. Discussion of mission and purpose of the Social Service Advisory Committee: K. Grunwald distributed the initial Town Council resolution that established the SSAC. B. Lehmann pointed out that this resolution indicates that the committee advises the Town Manager, as opposed to the Director of the Department. The question was raised of which is appropriate, and whether or not the Director should serve as a conduit to the Town Manager. E. Passmore identified the importance of having a clear chain of command which goes through the Director rather than advising the Town Manager. M. Hauslaib suggested that the intent of the resolution is to advise Town Manager or designee. The issue was also raised about the role of advocacy for this group. It was pointed out that members always have the option of speaking individually as a citizen as opposed to speaking as a member of the committee. K. Gunwald will facilitate the first hour of next month's meeting to address this issue.

B. Other

V. PLANS FOR FUTURE MEETINGS

- April 3: Election of Chair, Vice Chair, Secretary
- May 1: Marilyn Gerling
- June 5: tbd

VI. ADJOURNMENT: meeting adjourned at 4:35 PM



Mansfield Downtown Partnership

1244 Storrs Road
PO Box 513
Storrs, CT 06268
(860) 429-2740
Fax: (860) 429-2719

April 1, 2003

Board of Directors
Mansfield Downtown Partnership

Re: Item #3 - Meeting Minutes

Dear Board members:

Attached please find the minutes for the Board meeting held on March 4, 2003.

The following motion would be in order:

Move, to approve the minutes of March 4, 2003.

Sincerely,

A handwritten signature in cursive script that reads "Cynthia van Zelm".

Cynthia van Zelm
Executive Director

Attach: (1)

**MANSFIELD DOWNTOWN PARTNERSHIP
BOARD OF DIRECTORS MEETING
Mansfield Downtown Partnership Offices
Tuesday, March 4, 2003**

MINUTES

Present: Steve Bacon, Phil Barry, Martin Berliner, Tom Callahan, Dale Dreyfuss, Mike Gergler, Wendy Halle, Al Hawkins, Betsy Paterson, Dave Pepin, Phil Spak, Chris Thorkelson, Betsy Treiber, David Woods

Staff: C. van Zelm

1. Call to Order

Betsy Treiber called the meeting to order at 4:05 p.m.

2. Opportunity for Public to Comment

There was no Public Comment.

3. Approval of Minutes

Dave Pepin made a motion to approve the February 4, 2003 minutes. Mike Gergler seconded. The minutes were approved unanimously.

4. Appointment of Committee Members

David Woods made a motion to appoint Aaron Chrostowsky to the Finance and Administration Committee and Zack Walter to the Advertising and Promotion Committee. Phil Barry seconded. The motion was approved unanimously.

5. Update on Municipal Development Plan

Phil Barry said the contract between Looney Ricks Kiss (LRK) and the Town of Mansfield is being reviewed by LRK and the Town's attorneys. He expects the contract to be signed soon.

6. Update on Hiring Partnership Attorney

Marty Berliner said the ad hoc committee had reviewed the responses to the Request for Qualifications for a Partnership attorney and had narrowed its recommendation down to one or two attorneys. The committee will get together with the candidates and discuss their qualifications further.

7. Report from Committees

Mr. Woods gave an update on the UConn School of Fine Arts (SFA) efforts to design and construct a new SFA building. The SFA applied for and received a National Endowment for the Arts grant for an international design competition for a new building for the SFA. The SFA received 55 responses to its Request for Qualifications for the new building design. Many of these architects are world renown (Mr. Woods distributed a list of the architects who had

responded). The new building will include, among other amenities, an opera hall and a mainstage theater.

Mr. Woods relayed some of the comments received from the applicants that included comments about working closely with the community and in context with the development of a new town center. One of the applicants noted that the SFA building will be a "gateway and bridge" to the community.

Mr. Woods said the applicants will be narrowed down to seven who will give presentations on March 27 and March 28 at the Bishop Center, Room 19. The field will then be narrowed down to three architects who will then be evaluated by an outside jury. Reed Kroloff, editor of *Architecture Magazine*, will be the competition advisor.

Dale Dreyfuss echoed Mr. Woods enthusiasm about the project and said that this is an exciting opportunity to the University and the Town. The new arts complex will rival any in the country.

Mr. Woods said he would get the dates of the presentations on March 27 and 28 to Ms. van Zelm so she can e-mail the information to the Board members.

Membership Development – Ms. Treiber reported that there were now 161 members. She said Mike Gergler would be signing a letter to the UConn Advocates who live in Mansfield. The letter will go out in the next week or two. The Committee is also continuing to work on a membership mailing to UConn faculty and staff.

The Committee also continues to get the word out through the media. The public access channel through the high school will include information on the Partnership with the Master Plan drawings. Ms. van Zelm will appear on WHUS at 5 PM on Wednesday evening. Ms. van Zelm and Tom Callahan will appear on the Town Talk show hosted by Rusty Lanzit which airs three times a week (Wed. at 8 PM, Thurs. at 3 PM, and Sat. at noon).

Advertising and Promotion - Ms. van Zelm said the Advertising and Promotion Committee was continuing to work on its newsletter. She asked the Board to submit ideas to her for the publication, which will come out in April. She said there will be a business and Board member profile.

8. Executive Session - Personnel

Ms. Treiber said the Board wanted to go into Executive Session to discuss Ms. van Zelm's performance evaluation.

Mr. Callahan made a motion to go into Executive Session. Ms. Paterson seconded. The motion was approved unanimously.

The Board came out of Executive Session and the following motion was made by Steve Bacon: To approve a performance bonus for Cynthia van Zelm in the amount of \$1,000 by March 31, 2003 in recognition of outstanding work, and increase Ms. van Zelm's base salary by 5 percent for the fiscal year 2003/2004. Ms. Paterson seconded the motion. The motion was approved unanimously.

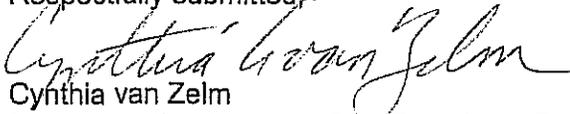
Mr. Pepin gave some background on the evaluation process, indicating that the entire Board had an opportunity to submit comments on Ms. van Zelm's performance to President Philip

Lodewick. The Executive Committee met last week and made a recommendation to the full Board.

9. Adjourn

Mr. Callahan made a motion to adjourn. Mr. Barry seconded the motion. The motion was approved unanimously. The meeting adjourned at 4:50 PM. The next meeting is set for April 1 at 4 PM.

Respectfully submitted,



Cynthia van Zelm
Executive Director, Mansfield Downtown Partnership

AGRICULTURE COMMITTEE

MINUTES OF MARCH 12, 2003 MEETING

PRESENT: Charlie Galgowski, Al Cyr, Bill Palmer, Bill Hopkins, George Thompson, Bob Peters, Curt Vincente, Vicky Wetherell

1. George Thompson was acting chairman.
2. Minutes of the February 12, 2003 meeting were approved.
3. **Update of the Town's Plan of Conservation and Development**
As part of the Committee's update of the Agricultural Resources section of the Town Plan, the Committee reviewed a draft of "Status of Agricultural Lands and Recommendations for Preservation." They also reviewed and recommended additional farms for the list of farms prioritized for preservation. Leased farmland was also reviewed (to be continued at the next meeting).

THIS PAGE LEFT
BLANK
INTENTIONALLY

MINUTES

MANSFIELD INLAND WETLAND AGENCY Regular Meeting, Monday, March 3, 2003 Council Chambers, Audrey P. Beck Municipal Building

Members present: A. Barberet (Chairman), B. Gardner, J. Goodwin (arrived 7:12 p.m.), R. Hall, K. Holt, P. Plante, G. Zimmer
Members absent: R. Favretti, P. Kochenburger
Alternates present: E. Mann (arr. 7:15 p.m.), B. Mutch, B. Ryan
Staff present: G. Meitzler (Wetlands Agent)

Chairman Barberet called the meeting to order at 7:10 p.m., appointing Alternates Ryan and Mutch to act as voting members and Alternate Mann to act in case of member disqualifications.

It was moved, seconded and unanimously approved to add 2 DEP notices of pesticide use to the Agenda under Communications and Bills.

Minutes – 2/3/03 – Gardner MOVED, Ryan seconded to approve the Minutes as presented; MOTION CARRIED, all in favor except Plante (disqualified).

2/10/03 field trip – Holt MOVED, Barberet seconded to approve the Minutes as presented; MOTION CARRIED, Holt and Barberet in favor, all else disqualified.

Communications – Draft 2/19/03 Conservation Commission Minutes with reference to W1202 (Quintana) and W1203 (Sabrina Pools); Wetlands Agent's 2/27/03 Monthly Business Memo.

Old Business

W1133A, Farrell, garage/deck modification, Rt. 32 – Mr. Meitzler noted in his 2/25/03 memo that this request reduces the approved number of garage bays from 4 to 2 and modifies plans for a deck. Holt MOVED, Gardner seconded to grant modification of an existing Wetlands License granted under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield to James and Rosemary Farrell (W1133A) for renovations on property owned by the applicants located at 796 Stafford Road as shown on a map dated 3/23/01 revised through 2/3/03 (with modifications made in pencil), and described in other application submissions. This action is based on a finding of no anticipated significant impact on the wetlands, and is conditioned upon the following provisions being met:

1. Appropriate erosion and sedimentation controls shall be in place prior to construction, maintained during construction and removed when disturbed areas are completely stabilized;
2. The map drawings made in pencil of the modifications shall be redrawn in ink, with no changes;
3. This approval is valid for a period of five years (until 3/3/08), unless additional time is requested by the applicant and granted by the Inland Wetland Agency. The applicant shall notify the Wetlands Agent before any work begins, and all work shall be completed within one year. Any extension of the activity period shall come before this agency for further review and comment.

MOTION PASSED unanimously.

W1202, Quintana, garage attachment on property of Major, Coventry Rd. – Mr. Meitzler's 2/25/03 memo was noted, after which Holt MOVED, Hall seconded to grant a Wetlands License under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield to Benjamin Quintana (W1202) for construction of a 30-ft. by 30-ft. attached garage on property owned by Guy Major located at 155 Coventry Road, as shown on a map dated 1/27/03 and as described in other application submissions. This action is based on a finding of no anticipated significant impact on the wetlands, and is conditioned upon the following provisions being met:

1. Appropriate erosion and sedimentation controls shall be in place prior to construction, maintained during construction and removed when disturbed areas are completely stabilized;
2. A silt fence barrier shall be placed along the downhill edge of the work area, to be installed before construction begins;

3. This approval is valid for a period of five years (until 3/3/08), unless additional time is requested by the applicant and granted by the Inland Wetland Agency. The applicant shall notify the Wetlands Agent before any work begins, and all work shall be completed within one year. Any extension of the activity period shall come before this agency for further review and comment.

MOTION CARRIED, all in favor except Plante (disqualified).

W1203. Sabrina Pools. proposed inground pool at 278 Storrs Rd. – Mr. Meitzler's 2/25/03 memo recommended tabling the application; during the meeting, he explained that, because the location is proximate to the Reservoir, information should be obtained from the applicant regarding the chemical makeup of the potential backwash and the pool water itself. In addition, proof of neighborhood notification receipt to the Town of Windham must be submitted and comments from the Windham Water Works are still pending. Holt MOVED, Ryan seconded to table further discussion until the next meeting, 4/7/03; MOTION PASSED unanimously.

New Business (See Wetlands Agent's 2/27/03 New Business memo)

W1204. Town of Mansfield, pipe replacement on Mt. Hope Rd. – Mr. Meitzler noted that the Public Works Dep't. is currently negotiating with the owners of the properties involved, and has notified the nearby Town of Chaplin. Hall MOVED, Holt seconded to receive the application submitted by the Town of Mansfield Dep't. of Public Works (file W1204) under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for the replacement of a large culvert on Mt. Hope Rd. (east of the Mt. Hope bridge) near the Town line, on property owned by S. Schmid-Hirakis and Hempel, as shown on a map dated 1/20/03 and as described in other application submissions, and to refer said application to the staff and Conservation Commission for review and comment. MOTION PASSED unanimously.

W1205. Chatham Hill, Section II, 13 proposed lots off Fern Rd. – Holt disqualified herself on this issue and was replaced by Mann. Hall MOVED, Plante seconded to receive the application submitted by Chatham Hill, LLC (file W1205) under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for a 13-lot residential subdivision at Fern Road, on property owned by the applicant, as shown on a map dated 2/21/03 and as described in other application submissions, and to refer said application to the staff and Conservation Commission for review and comment and set a Public Hearing for 4/21/03. MOTION PASSED unanimously.

Communications and Bills – As noted on the Agenda. In addition, members had received DEP notification of requests for annual permits for pesticide use in ponds on the properties of Benson and Carey. This notification was informational only, and no action was taken.

Mr. Meitzler explained the significance of the special Habitat issue on the landmark court decision in the case of Queach vs. Branford Inland Wetlands Commission, reaffirming the broad legislative purpose of the Inland Wetlands and Watercourses Act and agencies' ability to regulate uses on non-regulated land *near* wetlands if the activities are likely to impact a wetland or watercourse.

Field trip – Scheduled for Monday, 3/10/03, 1 p.m.

The meeting was adjourned at 7:35 p.m.

Respectfully submitted,

Katherine K. Holt, Secretary

MINUTES

MANSFIELD PLANNING & ZONING COMMISSION

Regular Meeting, Monday, March 17, 2003

Council Chambers, Audrey P. Beck Municipal Building

Members present: A. Barberet (Chairman), R. Favretti, B. Gardner, J. Goodwin, R. Hall, K. Holt,
P. Kochenburger, P. Plante, G. Zimmer
Alternates present: E. Mann (arrived 7:14 p.m.), B. Mutch, B. Ryan
Staff present: C. Hirsch (Zoning Agent), G. Padick (Town Planner)

Chairman Barberet called the meeting to order at 7:05 p.m., appointing Alternate Ryan to act in case of member disqualifications.

Minutes – 3/3/03 – Favretti and Kochenburger noted they had heard the tapes of the meeting. Hall MOVED, Plante seconded to approve the Minutes as presented; MOTION PASSED unanimously.

3/10/03 field trip – Holt MOVED, Favretti seconded to approve the Minutes as presented; MOTION CARRIED, Holt and Favretti in favor, all else disqualified.

Zoning Agent's Report - The enforcement update for February was noted.

School bus, Mansfield Ctr. – Mr. Hirsch has determined that the school bus parked on private property in Mansfield Center is private property and is not in violation of any of our regulations.

Landscaping at Charter Communications building at Four corners – The harsh winter has delayed any spring plantings; Mr. Hirsch does not know when this landscaping will be done, but will report further at the next meeting.

Old Business

Windswept Manor, 4 proposed lots off East Rd., file 1198 – Favretti MOVED, Holt seconded to approve with conditions the 4-lot subdivision application (file #1198) of Patricia Malek for the Windswept Manor subdivision, on property owned by the applicant located on East Road in an RAR-90 zone, as submitted to the Commission and shown on plans dated 7/18/02 as revised through 2/11/03 and as presented at Public Hearings on 12/16/02, 2/3/03 and 2/18/03. This approval is granted because the application, as hereby approved, is considered to be in compliance with the Mansfield Zoning and Subdivision Regulations. Approval is granted with the following modifications or conditions:

1. Final plans, which shall also be submitted in digital format as per Sections 6.3.g and 6.14, shall be signed and sealed by the responsible surveyor, engineer, soil scientist and landscape architect. Pursuant to Section 6.5.b, survey data shall be tied to the CT Plane Coordinate System of 1983;
2. All Inland Wetland Agency actions shall be included on the plans;
3. To address bonding and road completion issues, no lots within the Windswept Manor subdivision shall be conveyed until all subdivision improvements (road surface, drainage, etc.) are either completed and accepted by the Town of Mansfield or fully bonded in the amount of \$179,500, with appropriate signed agreement, to the satisfaction of the PZC Chairman, with staff assistance. No Certificates of Compliance for new homes having access off Windswept Lane shall be issued until all roadway drainage and other public improvements are completed and accepted by the Town. No site work shall begin until a cash site development bond in the amount of \$17,950 (10% of the full cost of subdivision improvements, \$179,500) is submitted by the applicant and approved by the PZC Chairman, with staff assistance. Once subdivision improvements are fully bonded or a cash site development bond is accepted, final subdivision maps may be signed and filed on the Land Records, provided all other filing requirements are met. This condition shall be prominently incorporated onto final subdivision plans;
4. Final subdivision maps shall not be filed on the Land Records until a State Department of Transportation permit has been issued for proposed drainage work subject to DOT approval (see 2/19/03 letter from P. Rodgers, of the DOT);
5. The proposed conservation easement (as depicted) is considered an acceptable open space dedication, subject to approval (by the PZC officers, with staff assistance), of a conservation easement document based on the

Town's model format. This determination is based on site characteristics and the provisions of Section 13. The easement shall include appropriate provisions to allow the construction and maintenance of depicted drainage and curtain drain outlets;

6. Pursuant to Section 11.1, the final plans shall be revised to depict underground utilities from existing overhead lines along Route 195, and to note that care needs to be taken during underground utility installations to prevent or minimize damage to existing trees. The revised utility plan shall be approved by the PZC officers, with staff assistance.

Based on the information presented by the applicant, existing site characteristics and Sections 11.1 and 11.2 of Mansfield's Subdivision Regulations, the Commission has determined that a waiver of underground utilities is inappropriate. This determination is based on subdivision criteria; anticipated detrimental impacts the applicant's proposed overhead service would have on existing trees, including a significant oak tree on adjacent property on the corner of East Road and Route 195; the fact that the subject East Road area is within the State-designated Spring Hill Historic District, and a judgment that underground service can be accomplished with less impact on existing trees and the character of the area.

7. Pursuant to subdivision regulations, particularly Sections 7.5 and 7.6, this action specifically approves the depicted building envelopes, including reduced setbacks from Windswept Lane for lots 1 through 4, and reduced sideline setbacks for lots 2, 3 and 4. It is noted the approved building envelopes for lots 1 and 2 have been designed to retain a significant view from Windswept Lane to the west. These depicted building envelopes shall serve as the setback lines for all future structures and site improvements, pursuant to Article VIII of the Zoning Regulations. This condition shall be prominently noted on the final plans as a replacement for Note 13 on Sheets 1 through 3, and specifically referenced on the deeds for the subject lots;
8. Due to the proximity of UConn's East Road Astronomical Observatory, the proposed street light along East Road at the Windswept Lane intersection shall have a full cutoff fixture. Additionally, all lot-owners are encouraged to use similar fixtures, to minimize lighting impacts for the Observatory. This condition shall be noted on final plans, and the proposed street light shall be appropriately labeled on the plans.
9. Pursuant to the provisions of Section 8.10, the final subdivision plans shall be revised with respect to proposed street trees. A revised plan, to be approved by the PZC officers, with staff assistance, shall utilize a variety of street trees to avoid a monoculture that would be more susceptible to plant diseases and natural decline;
10. Noting the provisions of Section 7.4.d and the fact that Lot 1 is within an Historic District, the driveway to Lot 1 shall be relocated from East Road to Windswept Lane. This revision will enhance traffic safety along East Road by eliminating a curb-cut in close proximity to the new road, will eliminate the need for a drainage culvert along East Road, and will minimize impacts on the scenic character along East Road;
11. During the period of road and drainage construction, bi-weekly erosion and sedimentation-monitoring reports shall be submitted to the Zoning Agent and Inland Wetland Agent;
12. Whereas Lot 1 is within the Spring Hill Historic District, the final plans shall clearly note that all construction on Lot 1 is subject to the permit requirements of Mansfield's Historic District Commission;
13. Unless an extension is granted by the PZC, this approval shall expire on 3/17/08;
14. The Commission, for good cause, shall have the right to declare this approval null and void if the following deadlines are not met (unless a ninety (90) or one hundred and eighty (180) day filing extension has been granted):
 - A. All final maps, right-of-way deeds and drainage and conservation easements for recording on the Land Records (with any associated mortgage releases) shall be submitted to the Planning Office no later than fifteen days after the appeal period provided for in Sec. 8-8 of the State Statutes or, in the case of an appeal, no later than fifteen days of any judgment in favor of the applicant;
 - B. All monumentation (including delineation of the conservation easement with iron pins and the Town's official markers every 50 to 100 feet on perimeter trees or on cedar posts), with Surveyor's Certificate, and all required subdivision work shall be completed or bonded pursuant to the Commission's approval action and Section 14 of the Subdivision Regulations no later than fifteen days after the appeal period provided for in Section 8-8 of the State Statutes or, in the case of an appeal, no later than fifteen days of any judgment in favor of the applicant.

MOTION PASSED unanimously.

Application to amend the Zoning Regulations, Art. X, Sec. C, regarding signs/banners in Town parks, file 1202 – Mr. Kochenburger stated that his son plays in the local Little League, but members did not see that as sufficient reason for him to disqualify himself. Holt MOVED, Plante seconded to approve the application of M. Hart, representing the Town of Mansfield (file 1202) to amend Article X, Sections C.2.b and C.4.a of the Zoning Regulations, as submitted to the Commission and heard at a Public Hearing on March 3, 2003. The approved revisions authorize Mansfield's Parks and Recreation Dep't. to approve temporary sponsorship signs/banners in specified Town parks as provided for in Mansfield's Parks Regulations. A copy of the subject regulation as revised by this approval shall be attached to the Minutes of this meeting, and this amendment shall be effective as of April 1, 2003.

Reasons for approval include:

1. The revisions are considered to be acceptably incorporated into Article X, Section C of the Zoning Regulations and have been found legally acceptable by the Town Attorney. The revisions are suitably coordinated with related sign provisions;
2. The revisions are considered to be consistent with provisions of Mansfield's Plan of Conservation and Development, State and regional land use plans and the provisions of Article I of the Zoning Regulations;
3. Based on current park regulations, the amendments will only authorize signage at two Town parks (Southeast Park and Lions Club Fields), and the authorized signage is subject to adequate standards to address potential land use impacts. If the Mansfield Parks Regulations are amended in the future or if the standards contained in the Parks Regulations prove to be inadequate to address aesthetic, traffic safety, or neighborhood impact issues, the PZC retains the right to review and amend the zoning regulations that authorize sponsorship signs/banners at Town parks;
4. The proposed revisions are not expected to result in significant impacts on the health, welfare or safety of Mansfield residents or property-owners.

MOTION PASSED unanimously.

Upcoming Public Hearings – Chatham Hill, Sec. 2, and Hawthorne Park resubdivision, scheduled for 4/21/03.

New Business

Freedom Green, request for Zoning Permits in Phase 4B, file 636-4 – A 3/14/03 memo from the Town Planner outlines the developer's request for Zoning Permits for Phase 4B prior to the completion of all work in Phase 4A. At the meeting, a 3/14/03 letter from N.L. McCarron, representing the Residents Association of the Villages at Freedom Green, was distributed. The letter outlined concerns regarding drainage and erosion problems. Villages at Freedom Green residents D. Nelson, K. White and M. Ornstein confirmed these concerns in their comments to the Commission. Residents were asked to submit a listing of their complaints to the Commission; Mr. Padick noted, however, that the PZC may not be able to enforce all the necessary repairs. Mr. Nelson volunteered to conduct a tour of the site for Commission members and Town staff. It was agreed that the matter would be tabled until the 4/7/03 meeting, at which other residents would be able to speak. The developer will be asked to attend the meeting and to submit a written response to the residents' list of complaints in advance.

Old Business, con't.

2003 Plan of Conservation & Development – The PZC C&D Plan Committee is scheduled to meet on 3/20/03. The entire PZC is receiving all the Minutes from the Committee's meetings, in which an effort is made to identify significant issues for the Plan. Mr. Padick encouraged all PZC members to communicate any concerns, suggestions or comments to him or committee members in the near future. It is hoped that a draft Plan can be available by spring. He said he has met with the Emergency Services Administrator of the Town's fire departments, as well as with the Public Works Department Director, and will continue to meet with various Town staff for their review and comments on the Plan update.

State Policies Plan for Conservation & Development update – Mr. Padick's 3/17/03 memo discusses the update, as well as suggestions for revisions that Mansfield might put forward. At the meeting, he said that, in general, this draft is consistent with the WINCOG Regional Plan and the Mansfield Plan, but emphasized in particular the desirability of reclassification of the Storrs and Depot campuses of the University and the commercial area including the East Brook Mall to "Regional Center." There is currently a 3/24/03 comment deadline, but a State Public Hearing is anticipated this summer which will provide additional opportunities for towns to comment. Mrs. Gardner strongly recommended keeping future water supplies in mind. Since Mr. Padick's memo listed

several suggested revisions and comments and the current deadline is so near, Favretti MOVED, Gardner seconded that the PZC officers, with staff assistance, be authorized to submit a letter to the State Office of Policy and Management with comments and recommendations for revisions to the 2004 draft State Policies Plan for Conservation & Development. MOTION PASSED unanimously.

Verbal Updates:

Lands of Unique Value study – Mr. Padick presented a preliminary buildout map and explained the proposed designations. The map shows that a lot of the Town is either already developed or State or Federal land. P. Minuitti, under whose auspices the study was done, will give a presentation at a PZC meeting sometime in April. Mrs. Goodwin suggested changing some of the graphics to clarify what land remains to be developed. The final study will be put on the worldwide web.

Storrs Center and Downtown projects – A contract for a municipal development plan is now ready for signing. The consultants will then meet with Mr. Padick and others to understand how the whole process issue should work. It is possible that the plan could be done by the end of summer.

Performing Arts Center – At the last Town/University Relations Committee meeting, it was announced that the School of Fine Arts has been awarded funds for a performing arts center and upgrading work on the present performance venues.

Landfill – The comments of the Town's consultants have been passed on to the DEP.

Baxter/Cedar Swamp Rds. telecommunications tower – A legal notice in members' packets announced the intention of AT&T to file an application for such a tower at one of two locations. Members will be kept abreast of the timing of the Public Hearing, which will probably be in April or May.

UConn Master Plan update – Informational materials on this were distributed prior to the meeting. Most of the work will be done at the core campus, with the majority of it to take place in the next 6 months.

Paideia lawsuit update – Mr. Padick advised the Commission on where things stand at present and the anticipated process from then on. The timing of a final decision is unclear as yet. Mr. Tomazos, representing Paideia, is almost ready to submit to the PZC a listing of responses and plans based on specific PZC approval conditions.

New Business (con't.)

Request for utility and driveway work on Summit Rd., a Town Scenic Road – file 1010-2 – Memos from the Town Planner and Ass't. Town Engineer (both 3/13/03) were noted. B. Silva, a resident of Summit Rd., received IWA approval to move his driveway to the north. Northeast Utilities wants to replace and relocate several poles on Summit Rd. and at the driveway. Because of Summit Road's status as a Scenic Road, a Public Hearing is required. Holt MOVED, Gardner seconded that the Planning and Zoning Commission schedule a Public Hearing for Monday, April 7, 2003, to hear comments on proposed driveway and utility work on Summit Road (a Town-designated "Scenic Road") associated with the construction of a new house on Lot 1 of the Summit Estates subdivision. Furthermore, that notice of this Hearing be sent to the Town Council, Mansfield's Tree Warden/Public Works Director, Mansfield's Town Planner and the owners of Summit Road frontage within 500 feet of the proposed improvements. MOTION PASSED unanimously.

Communications and Bills – As listed on the Agenda.

The meeting was adjourned at 8:50 p.m.

Respectfully submitted,

Katherine K. Holt, Secretary

ADMINISTRATION

- Because your director has been away for eight days out of the fifteen since the last meeting, this will be a brief report!

Technical Assistance Current Contracts Update:

Contract #	Description	Date started	Status
Scotland '03-2	Mapping for POCD	pending finalization of contract	
Scotland '03-3	POCD preparation	9/9/02	anticipated completion May 03
Chaplin '03-1	Specified Zoning regulation modifications	9/19/02	Complete

UPCOMING DATES OF INTEREST

- April 15 QSHC Partnership Program grant application deadline
- April 15 QSHC Skill-Building for Municipal Commissioners
- April 18 Rural Minor Collector applications due at WINCOG offices
- April 29 DPH conference on CT’s Drinking Water Source Protection Strategies 8:30 a.m. - 2:30 p.m. Rocky Hill Marriott
- May 2 Next WINCOG Meeting
- May 7 CT Public Transportation Commission Public Hearing, Mansfield Town Hall, 7:30 p.m.;
Next RPC Meeting, 7:30 p.m.
- May 15 DEP Pre-Disaster Hazard Mitigation Planning Grants deadline

ECONOMIC DEVELOPMENT

- CEDS: The CEDS Coordinating Committee met in late March to begin the process of reviewing the CEDS document. Within the next week or two we will be sending out a questionnaire to town officials, planners, economic development directors, and contacts for the priority projects included in the plan, asking for updated information and suggestions for changes in the plan. WINCOG continues to staff this effort on behalf of the partnership.

TRANSPORTATION

- Transportation Enhancement Projects: Shortly after the March 14 meeting, staff submitted WINCOG’s five prioritized Enhancement projects to ConnDOT. Prior to submission, Mansfield revised its downtown project to remove the “undergrounding” of utilities. This was done after consultation with ConnDOT staff.
- Rural Minor Collectors: Just a reminder that we hope to receive applications for rural minor collector projects by April 18, so that we can review them prior to the board’s prioritization at the May 2 meeting.

TRANSIT (See attached Transit Administrator’s Activities Report)

- Transit Administrator Position: As you were notified separately, our Transit Administrator, Karen Graber, has accepted a new job in northern Pennsylvania. Her last day of work for WINCOG/WRTD will be Friday, March 16 We have advertised for her replacement, and hope to have someone on staff to overlap with her last month. Karen has done an excellent job for us and for WRTD over the past two years, and she is leaving the transit district in good shape. We will be very sorry to see her leave, but she is on to bigger and better things!
- Feasibility Study for Transit Facility: Staff have been preparing an RFP for consultant services to study the feasibility of a new vehicle storage/maintenance facility. It is anticipated that the RFP will be distributed within the next few weeks.

- CPTC Public Hearing: Staff provided a mailing list and a list of issues for consideration at the upcoming public hearing to be held by the Connecticut Public Transportation Commission in Mansfield on the evening of May 7.

PLANNING

- Regional Planning Commission: The Reference Committee of the Regional Planning Commission reviewed a five lot subdivision on North Brook Street in Hampton (#03-01-21-HN2). The committee determined that the subdivision was not in conformance with the Regional Land Use Plan but that there were no anticipated intermunicipal impacts. At their April 2nd meeting, the Regional Planning Commission reviewed and responded to the following referrals:
 - a. #03-03-06-TD: Tolland: Proposal to allow mixed residential and commercial development in the commercial/industrial zone. **No Comment.**
 - b. #03-03-20-CA: Columbia: Proposal to increase allowable signage in commercial and manufacturing districts. **Potential intermunicipal impacts.**
 - c. #03-03-31-WN: Willington: Proposal to modify the dimensional requirements affecting campgrounds. **Potential intermunicipal impacts.**
- Scotland Plan of Conservation and Development: The next meeting of the Scotland POCD subcommittee will be held on April 7th and will focus on finalizing the draft.
- State Plan of Conservation and Development: The Office of Policy and Management is in the process of updating the State Plan of Conservation and Development. Ms. Butts submitted comments on behalf of the region and also assisted with several member towns in compiling their municipal comments.

FEMA GRANTS

- Emergency Operations Plans and Citizens Corps: After a long struggle, it seems that the contracts for these planning grants will be completed soon. Your director will be attending a two-day FEMA training session next Tuesday and Wednesday. Whether we do the work for this grant in-house or subcontract some or all of it will depend on the final resolution of our state grant-in-aid from OPM and town dues for FY 04.

CENSUS AFFILIATE ACTIVITIES

- Data Requests: There were no requests for census information since the last director's report.
- Annual Report: Staff completed and submitted to OPM an annual report of WINCOG's calendar year 2002 census affiliate activities.
- Journey to Work Data: While county- to-county journey to work data has been available for a few weeks, we do not expect the town-to-town data for a while. The anticipated release date is in the fall of 2003.

LOCAL ASSISTANCE

- Ashford* - Provided assistance in reviewing and commenting on draft state-wide Plan of C& D.
- Chaplin* - Provided assistance in reviewing and commenting on draft state-wide Plan of C& D.
- Coventry* - Provided assistance in reviewing and commenting on draft state-wide Plan of C& D.
- Lebanon* - Provided assistance in reviewing and commenting on draft state-wide Plan of C& D.
- Scotland* - Worked on Town POCD under contract.
- Windham* - Provided assistance in reviewing and commenting on draft state-wide Plan of C& D
- Continued to participate on Windham Ad Hoc Economic Development Committee.
- All Towns* - Processed statutory referrals from or affecting various member towns (see Planning, above).

OTHER ASSISTANCE

- Provided administrative support to OPM by assisting in compilation of municipal responses to state POCD draft.

MEETINGS

- March 14 - WINCOG meeting (BB, SG)
- With OEM staff re FEMA grants / Hartford (BB)
 - Ashford meeting re: state POCD / Ashford (JB)
- 17 - WRTD Capital Audit with ConnDOT staff (BB, KG)
- 18 - Windham Ad Hoc Economic Development Committee (BB)
- 19 - CEDS Coordinating Committee (BB)
- 20 - Lebanon meeting re: state POCD/ Lebanon (JB)
- 25 - RPOC meeting re FEMA grants / Rocky Hill (BB)
- March 29 - APA National Conference/ Denver, CO (BB)
- through April 2
- 27-- Coventry meeting re: state POCD (JB)
- Windham PZC re: state POCD (JB)
- April 1 - Randall Arendt presentation / Columbia (SG)
- Meeting with H. Bowers re: Scotland POCD (JB)
- 2 - Regional Planning Commission (JB, SG)
- 3 - Meeting with C. Fontneau re: mapping contract & regional cell tower plan (JB)
- Coventry History of Land Use Presentation (JB)*

* Time not charged to WINCOG

dirreport04-4-03 #50

**Windham Region Transit District
Transit Administrator's Report
April 4, 2003**

Activities

- Working with ConnDOT on funding issues and budgets for capital equipment.
- Working on RFP bid proposal document for the feasibility study for a WRTD garage facility.
- Started working with the vendor for the WRTD hybrid trolley vehicle. The hybrid electric trolley should be delivered in June.
- Continued work on FY '04 budget for local match requests and for pre-paid fares program.
- Implemented the operation of Saturday service on the Storrs/Willi bus during the vacation schedule.
- Coordinating the free leasing of a trolley bus for the Willimantic Victorian Homes Tour in late May. Also coordinating the arrangement for drivers to operate the vehicle during the weekend event.
- Coordinated the updating, printing and distribution of new bus schedules.
- Continued correspondence with the Town of Mansfield and the Transportation Advisory Subcommittee for the Mansfield pre-paid fares program.
- Compiled documents, quarterly reports, surveys, statistical data and invoices for FTA/ConnDOT as requested.

Meetings

March 2003

9-12 APTA Legislative Conf. @ D.C.

17 Mtg w/ConnDOT for inspection

25 Mtg. for Advertising

26 Windham Bd. Finance Budget hearing

**Mansfield Commission on Aging
Minutes**

Monday, March 10, 2003 2:30 PM - Mansfield Senior Center

Members: Please call Social Services Dept. at 429-3315 if you cannot attend.

PRESENT: Ruth Gordon (MACNPD), Bob Goldsborough, Elizabeth Norris, Phil Secker, Kevin Grunwald (staff), Beth Acebo (Juniper Hill Village), Mary Thatcher (MACNPD), Luanne Krystiniak (Wright's Village), Susanna Thomas (Chair), Carol Phillips, Rose Kurcinik (WRCCC Dial-A-Ride), Marilyn Gerling (staff), Carol McMillan, Raymond Moore.

REGRETS: Barbara Ivry, Nora Stevens, Jean Kenny

I. Call to Order: 2:33 PM

II. Appointment of Recording Secretary

Kevin Grunwald was appointed to serve as acting Recording Secretary

III. Acceptance of Minutes of the February 10, 2003 meeting

Corrections: Please note that Carol McMillan (not Carol Phillips) will contact the phone company; Susanna Thomas is the one that reported on Dial-A-Ride. Motion made and approved to accept the minutes as corrected.

IV. Correspondence - Chair and Staff

S. Thomas reported that CT Coalition on Aging has requested local groups to help set legislative priorities: low cost prescription drugs, contain high cost of health insurance premiums, full range of homecare service, protect assets for those needs homecare and nursing home care.

B. Acebo provided information about a company named Utopia, a state licensed assisted living provider that is attempting to provide Assisted Living services at Juniper Hill. This will include nursing and homecare services on a fee-for-service basis.

V. Optional Reports on Services/Needs of Town Aging Populations

A. Health Care Services

Wellness Center and Wellness Program - J. Kenny: in her absence Marilyn distributed a copy of Jean Ann Kenny's report. Wellness services include counseling, screening and referral.

B. Social, Recreational and Educational:

Senior Center – Marilyn Gerling: Senior Center Assoc. - Tim Quinn

Marilyn distributed copies of her report and reviewed highlights. Tax assistance will be provided through the middle of April. The computer in the lobby of the Senior Center is available to anyone who wants to use it.

C. Housing

Juniper Hill, Jensen's Park, Other:

Bob Goldsborough provided information on Veteran's Services, and has scheduled a presentation with Mr. Woodbury from the Veteran's counseling services of WRCC.

D. Related Town and Regional Organizations:

Town Plan of Conservation and Development – Carol Phillips: Carol reported that this has shifted from a citizen committee to the planning and zoning commission for an initial draft phase. She will continue to stay involved.

Town Community Center – Ray Moore: Ray reported that they are still shooting for a July opening; Curt Vincente has offered to speak to the Commission on the fee schedule. We will make some applications available at the Senior Center.

VI. Old Business:

Ongoing study of Transportation needs and services –

Guest speaker: Rose Kurcinik, Transportation Director of WRCC, and Claire, Scheduling Coordinator - “Dial-a-Ride and the ADA (American Disabilities Act)”:

Rose is the Director of Transportation, and is employed by Windham Regional Community Council, which is an umbrella agency that provides a variety of social services. Transportation services include:

Dial-A-Ride, which is on the road 20 hours a day. They also operate “Project Ride” in the 21 towns for Welfare to Work recipients and the Rt. 32 corridor. The ADA service provides vans for people who can't use fixed route buses; it is based on the fixed route service. They are mandated by the State to provide these services, including elderly transport services. They work in partnership with the Windham transit district. Ten towns participate in the Dial-A-Ride service, and riders make contributions as well. The costs of operating this service are rising, and there continue to be funding reductions. Ridership on the fixed route includes both students and employees coming to the University to work. ADA service is limited by State funding to provide transportation within the ten-town Windham region. By law no rides can be prioritized, but medical services are always a priority. Rides need to be scheduled with 48-hour notice. Transportation can be provided for up to 30 clients per day in wheelchairs.

Eligibility for ADA transportation is that riders need to be ADA-certified as being physically or mentally impaired in a way that prevents them from using fixed route service; they also need to be within ¾ of a mile of the fixed route service to be eligible. Dial-A-ride receives Senior Resources AAA funding, which requires that they make riders aware that donations are accepted. The cost per client is calculated by the hour for ADA service, and by the ride for Dial-A-Ride services. Dial-A-Ride is a sub-contractor of the Windham Region Transit District.

VII. New Business:

S. Thomas has spoken to Bill Rosen about the status of the Assisted Living initiative in Town. He has offered to speak to the Commission at the April meeting. Howard Raphaelson has agreed to take over Bill's role on this initiative. It was agreed that Bill will be invited to speak in April, along with Howard Raphaelson and Jane Ann Bobbitt. It was also suggested that Curt Vincente be invited to speak to the Commission in May on the Community Center.

VII. Adjournment: meeting adjourned at 3:45 PM

(the next meeting is set for Monday, April 14, 2003 at 2:30, Mansfield Town Hall, Conference Room C)

Respectfully submitted,

Kevin Grunwald

**TOWN/UNIVERSITY RELATIONS COMMITTEE
COMMITTEE MEETING
Tuesday, February 11, 2003
University of Connecticut
Public Safety Complex**

Corrected Minutes

Present: A. Barberet, P. Barry, M. Berliner, T. Callahan, E. Daniels, R. Hudd, R. Miller, G. Muccilli, AJ Pappanikou, E. Paterson, L. Schilling

Absent: C. Henry, W. Rosen, W. Simpson

Staff: D. Dagon, M. Hart, G. Padick

Visitors: R. Adams, C. van Zelm

Matt Hart introduced Dave Dagon, the town's new Emergency Services Administrator.

1. Opportunity for Public to Address the Committee

None

2. December 10, 2002 Meeting Minutes

Phil Barry made a motion to accept the minutes. AJ Pappanikou seconded and the motion passed unanimously.

3. Update re: Mansfield Downtown Partnership

Phil Barry reported that Cynthia van Zelm had negotiated a scope of services with firm of Looney, Ricks & Kiss to prepare the municipal development plan for the Storrs Center project. The Partnership's Finance and Administration Committee will now work to finalize the contract with the firm. Betsy Paterson reported that the Partnership had recently received good press with the UConn Advance article, and that the Membership Development Committee was preparing a direct mail piece to residents. Larry Schilling added that the University's Board of Trustees had approved the environmental impact evaluation (EIE) for Storrs Center, and that he hoped within the next month or two to receive final approval for the EIE from the State Office of Policy and Management (OPM).

4. Separatist Road Detention Pond DEP Progress

Larry Schilling reported that the University had finished the dam structure and back-filled the basin. They are now waiting for weather to break in the spring to complete the final planting. Martin Berliner added that the town had lost some time on the bike path and would not be able to bid the project this summer. The town will try to bid the project in the fall.

5. Spring Weekend

(The committee moved this item to the last item of business for the meeting.) Tom Callahan explained that the committee had been studying this issue for a while, largely because the University has needed the time to get its internal plans in order. Eddie Daniels then reviewed general parameters for Spring Weekend 2003. The parameters consist of a number of shared goals, such as providing safe and healthy alternative activities for students and lowering the risk of injury, vandalism and violence (see attached for more detail). Also, while the University plans to schedule events similar to those of previous years, there will be no major expansion of activities. In addition, there is a concert planned for Saturday night, to be held in Gampel Pavilion.

Greg Muccilli stated that while the students support the shared goals, they do not support the general parameters. In particular, the students are concerned that Memorial Stadium cannot be used as a location for the carnival.

Tom Callahan concluded the discussion by stating that the University would need to resolve these issues in the months ahead.

6. UConn Landfill Project

Larry Schilling reported that in January the University had conducted an information session regarding the landfill, and that the Department of Environmental Protection (DEP) would hold a public meeting on February 25th at the town hall. Rich Miller commented that the January meeting was not well attended, so the DEP is not sure about what will prove the best format for future public informational meetings. Martin Berliner explained that he thought the low attendance was in part attributable to the length of the project and the fact that many concerns have been put to rest. The town has asked the DEP for its response to public comments.

In reference to a recent Hartford Courant article, AJ Pappanikou asked if the leachate from the landfill had slowed. Rich Miller said that it had, and that the Courant article was slightly inaccurate because there are several monitoring wells in excess of 100-feet deep.

Tom Callahan inquired about the estimated total of expenditures for the project to date. Larry Schilling stated that the cost to date is \$11.6 million, paid from the University's deferred maintenance budget.

7. UConn Projects Update

Larry Schilling provided the following update concerning University building projects:

- Information technology building – finishing up for the end of the month
- North Campus apartments, Greek housing complex, Towers dining facility – all expected to be open for the fall
- Benton Art Museum – project will take approximately one year
- Student Union – work is underway, with the theater to be completed this fall
- Pharmacy building – currently re-locating utilities

8. Fenton River Level A Mapping

Tom Callahan reported that the University had received the DEP's approval concerning this project, and he asked Greg Padick if the mapping results would effect the town's Plan of Conservation and Development. Greg replied that the planning and zoning commission (PZC) serves as the town's aquifer protection agency, and the plan of conservation and development will reflect the revised mapping. In addition, the University will be notified as a party of interest to comment on the plan.

9. Other Business

- a. Aquatic Study - Rich Miller added that the level A mapping would identify the re-charge area, which the University has proposed to continue to use as an agriculture/forested tract. The mapping will assist the University in its efforts to protect the tract. In addition, the University has begun a two-year in-stream flow study of the Fenton River. They are looking at the impact of increased pumping of the Fenton River wellfields, which are adjacent to the river, to four species of fish. These wells provide about one-quarter of the University's water supply.

AJ Pappanikou made a motion to adjourn the meeting at 5:15 p.m. Phil Barry seconded and the motion passed unanimously.

Respectfully submitted,



Matthew Hart
Assistant Town Manager



University of Connecticut
Division of Business and Administration

CC Rob
✓sk Lon
Greg

Item #14

Architectural and
Engineering Services

Larry G. Schilling
Executive Director

REC'D MAR 17 2003

LETTER OF TRANSMITTAL

SENT VIA: Hand Deliver

ATTENTION: Martin Berliner
Town Manager
Town of Mansfield
4 South Eagleville Road

DATE: March 17, 2003

FROM: Larry G. Schilling
Executive Director of Architectural & Engineering Services

PROJECT: Stadium Road Detention Basin

SUBJECT: Storm Water Sampling Reports

COPIES:	DATE:	DESCRIPTION	REQUESTED ACTION:
1	01/03	Fourth Quarter 2002 Report for Storm Water Sampling of the Stadium Road Detention Basin by Charter Oak Environmental Services	For your information
1	01/03	Storm Event During Dam Modifications-Storm Water Sampling Report of the Stadium Road Detention Basin by Charter Oak Environmental Services	For your information

NOTE: In response to your e-mail message dated, March 14, 2003 attached please find the requested report as well as the Storm Event During Dam Modifications-Storm Water Sampling Report. I apologize for the delay.

COPIES TO:

ITEMS:

VIA:

SIGNED:

Larry G. Schilling

LS/dz
LSTRNSMTALTRMBSTORMWATERREPORT4
An Equal Opportunity Employer

31 LeDoyt Road Unit 3038
Storrs, Connecticut 06269-3038

Telephone: (860) 486-3116
Facsimile: (860) 486-3255
e-mail: larry.schilling@uconn.edu
web: www.aes.uconn.edu

CHARTER OAK

ENVIRONMENTAL SERVICES, INC.



STORM WATER SAMPLING REPORT
FOURTH QUARTER 2002

STADIUM ROAD DETENTION BASIN
UNIVERSITY OF CONNECTICUT
STORRS, CONNECTICUT

STORM WATER SAMPLING REPORT
FOURTH QUARTER 2002

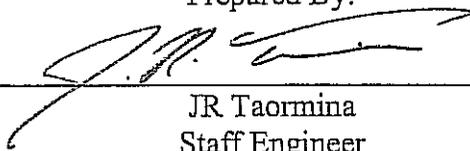
STADIUM ROAD DETENTION BASIN
UNIVERSITY OF CONNECTICUT
STORRS, CONNECTICUT

JANUARY 2003

Prepared For:

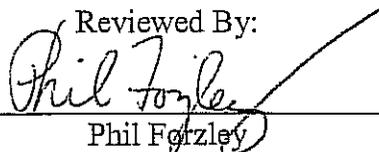
UNIVERSITY OF CONNECTICUT
Architectural & Engineering Services
31 LeDoyt Road U-38
Storrs, Connecticut

Prepared By:



JR Taormina
Staff Engineer

Reviewed By:



Phil Forzley
Vice President of Engineering

CHARTER OAK ENVIRONMENTAL SERVICES, INC.
33 Ledgebrook Drive
Mansfield, CT 06250
Telephone: (860) 423-2670 Facsimile: (860) 423-2675
E-mail: charteroak@charteroak.net

TABLE OF CONTENTS

SECTION	Page
1.0 INTRODUCTION	1
2.0 METHODS	1
3.0 OBSERVATIONS	3
4.0 FIELD MEASUREMENT RESULTS	3
5.0 ANALYTICAL LABORATORY RESULTS	4
6.0 SUMMARY	7
6.1 Field Observations	7
6.2 EPA MCL	7
6.3 EPA Secondary Drinking Water Standards	7
6.4 Connecticut Surface Water Standards	8

TABLES

Table 2.1 Sample Collection Information.....	2
Table 4.1 pH Results.....	3
Table 4.2 Temperature and Dissolved Oxygen Results.....	4
Table 5.1 EPA Analytical Methods & Detection Limits Relative to Regulatory Criteria.....	4
Table 5.2 Comparison of Results to Connecticut GWPC and EPA MCL.....	6
Table 5.3 EPA Secondary Drinking Water Standards.....	6
Table 5.4 Other Parameters Detected.....	6

FIGURES

Figure 1 Site Sketch

APPENDICES

APPENDIX A	Photographs
APPENDIX B	Field Data Forms
APPENDIX C	Laboratory Reports

1.0 INTRODUCTION

On November 6, 2001, the University of Connecticut (UCONN) retained Charter Oak Environmental Services, Inc. (Charter Oak) to collect quarterly storm water runoff samples from the storm water detention basin located at the corner of Stadium Road and Separatist Road and to provide sampling reports. This report is for the sampling event that was conducted on November 4, 2002. This is the fifth event of the sampling program that began in December 2001. It is the fourth quarterly sampling event of 2002. The objective of this sampling program is to provide UCONN with information on the pollutants, if any, that may be transported in the runoff from the buildings and improvements constructed within the catchment of the detention basin. The list of analytical constituents and the number of sampling points included in the sampling program are as specified in the October 10, 2001 scope of work to UCONN from Charter Oak.

During a meeting on July 18, 2002, UCONN authorized Charter Oak to expand the previously agreed upon analytical list to include the following constituents:

- Total Phosphorus;
- Sulfate;
- Manganese;
- Iron;
- Glyphosate (Round Up); &
- Pendimethalin (Lesco Fertilizer).

These constituents were analyzed for the second time during this sampling event. During the July 18, 2002 meeting, UCONN also authorized Charter Oak to add a new sampling station to the two stations authorized in the original scope of work. The third station is in the brook upstream of the confluence of the brook and the detention basin discharge (Figure 1).

2.0 METHODS

The sampling methodology for this project is specified in the October 10, 2001 scope of work. Samples are to be collected from a storm that occurs after a three-day dry antecedent period and the samples are to be collected during the first 30 minutes of discharge. This methodology was modified because Charter Oak observed that water was typically flowing out of the detention basin before the rain started. Therefore, Charter Oak used its judgment based on field observations to collect samples that were representative of the early storm water runoff. During the November 4, 2002 event, the storm water runoff began at approximately 1700 hours and gradually increased. Sample collection began 45 minutes after the commencement of runoff into the detention basin.

In order to increase the rate at which samples were collected and thereby more closely approximate simultaneous sampling at the three sampling stations, Charter Oak collected the samples in 5-gallon plastic bladders rather than filling individual sample jars. This

method had the further advantage of homogenizing the water placed into the sample jars at a given sampling station. The bladders were used once and then discarded.

For this project, the samples are collected from three locations. Figure 1 presents a sketch of the sampling points relative to physical features discussed in this report. The first sampling location was the detention-basin outlet structure. Charter Oak employed a peristaltic pump with dedicated tubing to lift the first sample (DP1-110402) from the outlet structure and discharge it into the plastic bladder.

The pipe conveying storm water from the outlet structure joins with another pipe beneath Separatist Road that conveys flow from the upper reaches of the nearby stream (Figure 1). The upper reaches of the stream drain a wooded area east of Separatist Road and south of Stadium road.

While the first sample was being collected at the outlet structure, Charter Oak collected a second sample from the stream outfall on the west side of Separatist Road and designated it DP2-110402. This sample was collected directly into the plastic bladder from the water falling from the pipe to the stream water surface.

Charter Oak collected a third sample (DP4-110402) at the location labeled DP4 on Figure 1. Because of the shallowness of the stream at this point, a pitcher was used to lift water from the stream channel and pour it into the bladder via a funnel. The pitcher and funnel, both made of plastic, had been cleaned with laboratory-grade cleanser prior to use. A blind duplicate was collected in a second bladder at this location. This blind duplicate, labeled as DP3-110402, was assigned a fictitious sample-collection time to obscure its identity from the laboratory. Hereafter, this sample is referred to as DP4-Duplicate. The one sample collected at the stream outfall and the two samples collected from the stream channel were collected before the peristaltic pump had completed the filling of the bladder at the outlet structure.

In accordance with the scope of work, Charter Oak collected both filtered and unfiltered metals samples. Charter Oak filled the unfiltered sample bottles directly from the bladders. The filtered samples were collected by passing water from the bladders through 0.45-micron filters (Geotech Dispos-a-Filter™). Water collected for the non-metal parameters was unfiltered.

The sampling times (bladder filling complete) and locations are summarized as follows:

Table 2.1 Sample Collection Information

Sample ID	Time of Collection	Location
DP1-110402	1810	Outlet Structure
DP2-110402	1745	Outfall to Stream
DP4-Duplicate	1757	Upstream of Detention Basin Outlet
DP4-110402	1755	Upstream of Detention Basin Outlet

In addition to the four samples listed above, a trip blank sample accompanied the samples to the laboratory.

Field measurements were made for each sample location. Field measurements included the following parameters:

- pH;
- Temperature; &
- Dissolved Oxygen.

The pH meter and the dissolved oxygen meter were calibrated at the site.

The ambient air temperature was measured. The beginning and end of the precipitation was observed and recorded by Charter Oak personnel. The amount of rainfall was measured at a rain gauge at Charter Oak's office in southern Mansfield, located approximately five miles south of the detention basin. Charter Oak measured the pH of the rainwater collected in the rain gauge on November 5, approximately 14 hours after the end of the rainstorm.

3.0 OBSERVATIONS

Approximately 0.2 inches of rain fell from 1635 hours on November 4th to 1815 hours on November 4th, based on Charter Oak's observations at its office and in the field. No precipitation was observed at least three days prior to November 4th. Precipitation occurred on October 26th. This was the nearest antecedent rainfall to the sampling event.

On November 4th, at approximately 1635 hours, a light rainfall began and by 1705 hours discharge into the detention basin was observed. Appendix A contains photographs showing site conditions during sampling.

4.0 FIELD MEASUREMENT RESULTS

Appendix B presents the field data forms on which the Charter Oak field representative recorded his observations and field measurements. The ambient air temperature during sampling was approximately 7 degrees centigrade (°C). The pH of the storm water samples and rainfall were as follows:

Table 4.1 pH Results

Sample ID	pH
DP1-110402	6.73
DP2-110402	6.66
DP4-110402	6.94
Rainfall (11-05-02)	4.60

The temperature and dissolved oxygen measured in the runoff samples were as follows:

Table 4.2 Temperature & Dissolved Oxygen Results

Sample ID	Temperature	Dissolved Oxygen
DP1-110402	7.1 °C	10.08 mg/l
DP2-110402	6.7 °C	10.30 mg/l
DP4-110402	7.7 °C	9.98 mg/l

The appearance of the water discharging from the detention basin through the outlet structure was clear with trace visible silt present. The appearance of the water in the stream, both upstream (DP4) and downstream (DP2) of the detention basin discharge pipe was clear with some visible silt present.

5.0 ANALYTICAL LABORATORY RESULTS

Appendix C presents the analytical laboratory reports for the three samples, the blind duplicate and the trip blank. Complete Environmental Testing, Inc. (CET) of Stratford, Connecticut performed the chemical analyses and Phoenix Environmental Laboratories, Inc. (Phoenix) of Manchester, Connecticut performed the bacteriological analyses. Both of these laboratories are certified by the Connecticut Department of Public Health. Appendix C also presents a quality assurance report for CET's chemical analyses.

The analyses performed were in accordance with the approved scope of work. The following table identifies the EPA analytical methods employed by the laboratories and indicates whether the reported detection limits are equal to or less than the regulatory criteria assessed for this investigation:

Table 5.1 EPA Analytical Methods & Detection Limits Relative to Regulatory Criteria

Constituents	EPA Method	Detection Limits Below Regulatory Criteria		
		GWPC	EPA MCL	Aquatic Life Acute Toxicity
Volatile Organic Compounds	8260	Yes	Yes	NA
Semi-Volatile Organic Compounds	8270	Yes	Yes	NA
Pesticides	8081	Yes	Yes	Yes
PCBs	8082	Yes	Yes	NA
Herbicides	8151	Yes	Yes	NA
Glyphosate	547	NA	Yes	NA

Constituents	EPA Method	Detection Limits Below Regulatory Criteria		
		GWPC	EPA MCL	Aquatic Life Acute Toxicity
MCPA	8151	NA	NA	NA
Pendimethalin		NA	NA	NA
CT Extractable Total Petroleum Hydrocarbons		Yes	NA	NA
Total Cyanide	335.2	Yes	Yes	Yes
Residual Chlorine	330.5	NA	NA	Yes
Ammonia as Nitrogen	350.3	NA	NA	Yes
Nitrate as Nitrogen	300	NA	Yes	NA
Sulfate	300	NA	Yes	NA
Phosphorus	365.2	NA	NA	NA
Metals	200.7	Yes	Yes	Yes
Biochemical Oxygen Demand (BOD)	405.1	NA	NA	NA
Total Suspended Solids	160.2	NA	NA	NA
E. Coli	1103.1/9223B	NA	NA	NA
Fecal Coliform	9222D	NA	Yes	NA
Total Coliform	SM 9222B	NA	Yes	Yes*

NA = Not Applicable

Yes = Laboratory reported detection limits at or below regulatory criteria

GWPC = Ground Water Protection Criteria (state drinking water criteria)

MCL = EPA Maximum Contaminant Levels.

* Surface Water Standard for Class-A Waters

Most of the constituents analyzed were not detected above the reported detection limits. No organic compounds were detected in the four storm water samples. The organic compound 4-Isopropyltoluene was detected in the trip blank sample at a concentration of 1.6 mg/l. Ammonia, nitrate, sulfate, BOD, iron, manganese, zinc, and total petroleum hydrocarbons were detected in some of the samples.

The following table compares the results to the GWPC and federal maximum contaminant levels:

Table 5.2 Comparison of Results to Connecticut GWPC & EPA MCL

Constituents	Units	DP1-110402	DP2-110402	DP4-Duplicate	DP4-110402	GWPC	EPA MCL
Total Petroleum Hydrocarbons	mg/l	0.46	0.27	ND<0.1	ND<0.1	0.10	NA
Nitrate	mg/l	0.95	0.90	1.1	1.1	NA	10.0
Zinc-filtered	mg/l	0.09	0.083	0.014	0.01	5.0	5.0
Zinc-unfiltered	mg/l	0.087	0.091	0.043	0.044	5.0	5.0
Total Coliform	ct/100ml	>600	>600	160	140	NA	0
Fecal Coliform	ct/100ml	100	140	<10	<10	NA	0

NA = Not Applicable

Some of the parameters added to the sampling program have EPA Secondary Drinking Water Standards. These secondary standards are non-enforceable guidelines regulating cosmetic or aesthetic effects of drinking water. The following table summarizes the results and compares them to the EPA Secondary Drinking Water Standards:

Table 5.3 Comparison of Results to EPA Secondary Drinking Water Standards

Constituents	Units	DP1-110402	DP2-110402	DP4-Duplicate	DP4-110402	EPA Secondary Standard
Sulfate	mg/l	31	41	12	14	250
Iron-unfiltered	mg/l	0.46	0.56	4.2	4.7	0.3
Manganese-unfiltered	mg/l	0.21	0.27	0.36	0.40	0.05

The stream that receives the storm water from the detention basin is not shown on the DEP water classification map (Water Quality Classifications, Thames River, Pawcatuck River, and Southeast Coastal Basins, Adopted 1986). Therefore, according to Standard 29 of the Connecticut Surface Water Quality Standards, the stream is an A-class stream. It discharges to a B-class stream, Eagleville Brook. In accordance with the scope of work, the sample results are compared to the acute fresh-water aquatic life criteria established in the Connecticut Surface Water Quality Standards:

Table 5.4 Comparison of Results to Connecticut Surface Water Quality Standards

Constituents	Units	DP1-110402	DP2-110402	DP4-Duplicate	DP4-110402	Standard
Chlorine	mg/l	ND<0.019	ND<0.019	ND<0.019	ND<0.019	0.019
Ammonia	mg/l	0.53	0.44	0.13	ND<0.10	19.8
Zinc-filtered	mg/l	0.09	0.083	0.014	0.01	0.0636*
Total Coliform	ct/100ml	>600	>600	160	140	500†

* Acute Aquatic Life Criterion – Freshwater

† Criterion for Class A Surface Water

The surface water quality criteria for metals apply to the dissolved fraction.

During this sampling event, other parameters were detected that are not regulated under the GWPC, EPA MCL or Secondary Drinking Water Standards, or the Connecticut Surface Water Quality Standards. These detections are summarized in the following table:

Table 5.5 Other Parameters Detected

Constituents	Units	DP1-110402	DP2-110402	DP4-Duplicate	DP4-110402	Standard
BOD	mg/l	23	14	ND<10	ND<10	NA

NA = Not Applicable

6.0 SUMMARY

6.1 Field Observations

Charter Oak observed a pool of water in the detention basin that was discharging through the outlet structure prior to the commencement of rain intense enough to cause discharge into the detention basin. Charter Oak began collecting its samples after the storm water system had been discharging to the detention basin for 45 minutes.

6.2 EPA MCL

Total petroleum hydrocarbons were detected in two samples, DP1-110402 & DP2-110402. The detected concentrations exceeded the GWPC.

Nitrate concentrations were below the EPA MCL. Nitrate was detected in each of the samples.

Zinc concentrations were below the state GWPC and EPA MCL.

Total and fecal coliform were detected in each of the samples. Total coliform was detected in all four samples at concentrations exceeding the EPA MCL. Fecal coliform was detected in samples DP1-110402 and DP2-110402 at concentrations exceeding the EPA MCL.

6.3 EPA Secondary Drinking Water Standards

Sulfate was detected in all four samples at concentrations that are approximately one order of magnitude below the EPA secondary drinking water standard.

Iron was detected in all four of the unfiltered samples at concentrations exceeding the EPA secondary drinking water standard.

Manganese was detected in all four of the unfiltered samples at concentrations exceeding the EPA secondary drinking water standard.

6.4 Connecticut Surface Water Standards

Based on the reported results, the total coliform count exceeded the surface water quality criterion for a Class A surface water body in samples DP1-110402 and DP2-110402. Total coliform was also detected in sample DP4-110402 and its blind duplicate but at concentrations that did not exceed the criterion for total coliform.

Ammonia was detected in samples DP1-110402, DP2-110402, & DP4-Duplicate, all at concentrations well below the standard.

Zinc was reported in all four of the filtered samples. Samples DP1-110402 and DP2-110402 had zinc concentrations exceeding the surface water quality standard, while samples DP4-Duplicate and DP4-110402 had zinc concentrations that did not exceed the criterion for zinc.

Approximate
North

LEGEND

Water Flow Direction

Paved Area

Stormwater drainage
discharge locations

Detention
Basin

Stadium Road

Unnamed
brook

DP-4

Outlet
structure

DP-1

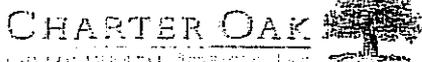
Separatist Road

DP-2

Lynwood
Drive

(No Scale)

Figure No.
1



SITE SKETCH
Stadium Road Detention Basin
Storrs, Connecticut

Client:
UCONN
CAD File:
680110110201.dwg

Drawn By:
JRT
Checked By:
CJM

Job No.:
68.01.01
Date:
1/03

THIS PAGE LEFT
BLANK
INTENTIONALLY



TOWN OF MANSFIELD

Planning and Zoning Commission

Audrey P. Beck Building
Four South Eagleville Road
Storrs, Connecticut 06268
Telephone (203) 429-3330

Memo to: Town Council
From: Planning and Zoning Commission
A. H. B. Barberet
Audrey H. Barberet, Chairman
Date: March 24, 2003

Item #15

Re: PZC approval of amendment to Art. X, Sections C.2.b and C.4.a of the Zoning Regulations
(Temporary sponsorship signs and banners in Town parks)

At its meeting on March 17, 2003, the Planning and Zoning Commission unanimously adopted the following motion:

"to approve the application of M. Hart, representing the Town of Mansfield (file 1202) to amend Article X, Sections C.2.b and C.4.a of the Zoning Regulations, as submitted to the Commission and heard at a Public Hearing on March 3, 2003. The approved revisions authorize Mansfield's Parks and Recreation Dep't. to approve temporary sponsorship signs/banners in specified Town parks as provided for in Mansfield's Parks Regulations. A copy of the subject regulation as revised by this approval shall be attached to the Minutes of this meeting, and this amendment shall be effective as of April 1, 2003.

Reasons for approval include:

1. The revisions are considered to be acceptably incorporated into Article X, Section C of the Zoning Regulations and have been found legally acceptable by the Town Attorney. The revisions are suitably coordinated with related sign provisions;
2. The revisions are considered to be consistent with provisions of Mansfield's Plan of Conservation and Development, State and regional land use plans and the provisions of Article I of the Zoning Regulations;
3. Based on current park regulations, the amendments will only authorize signage at two Town parks (Southeast Park and Lions Club Fields), and the authorized signage is subject to adequate standards to address potential land use impacts. If the Mansfield Parks Regulations are amended in the future or if the standards contained in the Parks Regulations prove to be inadequate to address aesthetic, traffic safety, or neighborhood impact issues, the PZC retains the right to review and amend the zoning regulations that authorize sponsorship signs/banners at Town parks;
4. The proposed revisions are not expected to result in significant impacts on the health, welfare or safety of Mansfield residents or property-owners."

If there are any questions regarding this action, the Planning Office may be contacted.

Legal Notice
**MANSFIELD
PLANNING &
ZONING
COMMISSION**

At its meeting on 3/17/03, the PZC took the following actions:

1) Approved with conditions a 4-lot subdivision application of P. Malek (Windswept Manor) on property north of East Rd. about 500 feet east of Rt. 195. The subdivision includes a new road to be deeded to the Town;

2) Approved effective 4/1/03, the application of M. Hart for the Town of Mansfield to amend Art. X, Secs. C.2.b and C.4.a of the Zoning Regulations. The amendments authorize Mansfield's Parks & Recreation Dept. to approve temporary sponsorship signs/banners in specified Town parks as provided for in Mansfield's Parks Regulations. Details of these actions, including the exact wording of the Zoning Regulation amendments, are available in the Planning and Town Clerk's Offices.

Dated 3/18/03

A. Barberet,
Chair

K. Holt, Sec'y

#236 3/21

**ZONING REGULATIONS
OF THE
TOWN OF MANSFIELD, CONNECTICUT**

Revised to April 1, 2003

THESE REGULATIONS REPLACE ALL REGULATIONS PREVIOUSLY ADOPTED AND
AMENDED BY THE PLANNING AND ZONING COMMISSION SINCE APRIL 28, 1959.

2. The maximum number of lots to be permitted on a given piece of land is determined by dividing the area by the minimum lot area requirements of the zoning district in which the subdivision is to be located. Land utilized by utilities or other easements for major facilities such as electric transmission line and water mains, where such land is not available to the owner for development, shall not be considered as part of the gross acreage in computing the maximum number of lots to be permitted under this section.
3. All lots approved under this section shall contain no less than 30,000 square feet in the R-40, RAR-40 and RAR-40/MF Zones.
4. For a subdivision to be approved under this Section, the subdivider must deed to the Town a minimum of ten acres or the same percentage of the entire tract as that by which the lot area has been reduced below standard subdivision requirements, whichever figure is greater. Additions of less than ten acres may be made to existing Town-owned open space previously donated as a part of the open space subdivision, providing that the total of such open space equals ten acres and the percentage requirements of the open space subdivisions are met.
5. The area dedicated for public purposes in the Town shall be in a location, shape, topography, nature of growth, and site approved by the Commission. This land shall be deeded to the Town in an acceptable condition before final subdivision approval or any Building Permit is issued.
6. The property deeded to the Town under the provisions of this section must be retained for public use for a period of at least 35 years. If any land is disposed of by the Town after that period of time, the Town shall provide an equivalent amount of open space elsewhere in Mansfield.
7. All applicable subdivision requirements shall be met.

C. Sign Regulations

1. General Provisions

- a. The purpose of this section is to promote the public safety and welfare by providing adequate standards to control the number, height, size and location of signs and by providing criteria for the illumination and design of signs. The provisions and controls of this section have been formulated to protect against traffic distractions and hazards, to provide reasonable standards by which permitted uses within the various zones may relate their function to the public and to aid in preserving and enhancing the aesthetic and historical values of the community.
- b. No sign (see definition) shall be established, constructed, structurally altered or moved except in conformance with these Regulations. Except for those signs specified in Article X, Section C.4, a Zoning Permit shall be obtained for all signs, in accordance with the provisions of Article XI, Section C. In situations where a proposed sign or signs are one component of a comprehensive construction project, the sign authorization may be incorporated into one comprehensive Zoning Permit for the subject construction project.
- c. Except for directional and traffic control signs, all signs shall pertain only to goods sold, services rendered and establishments, activities, persons or organizations on the same lot where the sign is located.
- d. In situations where Planning and Zoning Commission approval is required to authorize a proposed land use or proposed land use modification, designs and locations for all proposed signs pertaining to the subject land use shall be submitted to the PZC as part of the permit approval process. Furthermore, any changes or alterations to PZC-approved signs shall require site modification approval, as per the provisions cited or referenced in Article XI, Section D.

2. Definitions

- a. Sign. Any structure or part thereof, or any natural object (such as a tree, rock, shrub and the ground itself), or any device, whether freestanding or attached to a building, vehicle or structure or painted or represented thereon, which shall be used to attract attention to any object, project, place, activity, person, institution, organization or business, or which shall display or include any letter, word, model, flag, banner, pennant, insignia, device or representation which is in the nature of or which is used as an announcement, direction or advertisement for commercial purposes or otherwise. Signs shall include billboards, neon or lighted tubes, strings of lights, inflatables, paintings or similar devices outlining, attached or hung upon any part of a building, vehicle, structure, or otherwise on a lot, but does not include the flag, pennant or insignia of any nation or group of nations, or of any governmental agency.

For the purpose of this definition and these regulations, the word "sign" also shall include interior signs if located on a window or within three (3) feet of a window and if obviously intended for viewing from the exterior.

- b. Sign Advertising. A sign, including the type commonly known as a billboard, which directs attention to a business, commodity, service, political campaign, or entertainment conducted, sold or offered elsewhere than upon the same lot where such a sign is displayed. Temporary sponsorship signs/banners, as provided for in the Mansfield Parks Regulations, shall not be considered advertising signs for the purposes of the Zoning Regulations.

- c. Sign Area. The area or size of a sign shall be defined and measured as follows:
1. For freestanding signs and sign structures that are attached or mounted upon a building, the sign area shall be the square footage included within the shortest line that can be drawn around the outside perimeter of the sign, excluding any structural elements lying outside the limits of such sign that are clearly of a size, scale and design that is accessory to the subject sign. Any questions regarding the structural elements of a sign should be reviewed with the Commission.
 2. For lettering, symbols, flags or other devices painted or independently attached or mounted upon a building or otherwise displayed on the property, the sign area shall be the square footage included within the smallest continuous regular geometric shape enclosing all lettering, wording, design, flags or symbols, together with any background that is different from the balance of the wall on which it is located and obviously related to the sign.
 3. See sign area standards of Article X, Section C.9.
- d. Sign Directional. A sign indicating the direction of a route to the subject project, place, business, person, organization, etc.
- e. Sign Identity. A sign depicting the individual name(s) or collective name of persons, organizations or business conducting a permitted use on the subject site. In addition to name information, an identity sign may include supplemental descriptive wording regarding the product/service offered at the site.
- f. Sign Promotional. A sign, other than an identity sign, which directs attention to a business commodity, service or entertainment conducted, sold or offered upon or in front of the lot where such sign is displayed. For the purpose of these regulations, window signs as authorized by Section C.4.g of this article and temporary grand opening signs as authorized by Section C.5.e of this article shall not be classified as promotional signs.

3. Prohibited Signs

The following signs shall be prohibited:

- a. Advertising signs as defined
- b. Flashing, rotating, moving or blinking signs or optically projected slide signals which are changed periodically. This provision shall not apply to clocks or time/temperature signs that have been approved by the Planning and Zoning Commission.
- c. Signs that are illuminated in a manner or with such intensity or brightness that they may tend to cause glare, distraction or nuisance to operators of vehicles, pedestrians, or neighboring property owners, or signs that are illuminated with a flashing, intermittent or rotating source of light
- d. Signs including structural elements that may tend to endanger vehicular or pedestrian traffic on a street, driveway or public way by obstructing or obscuring visibility or by causing confusion with traffic control signs or signals
- e. Signs including structural elements that obstruct any window, door, fire escape, stairway or opening intended to provide light, air, ingress or egress from any building or structure
- f. Strings of lights or streamers, banners, inflatables or flag-like devices hung from or attached to any part of a building, vehicle, structure or otherwise on a lot for commercial purposes or except where specifically authorized for grand opening events pursuant to Sec. C.5.e of this article or except when specifically authorized pursuant to Sec. C.5.f of this article.

- g. Signs that are painted, bolted or otherwise attached to a vehicle, trailer or similar portable device that is parked or located on the subject lot in a manner designed to display and promote the viewing of the subject sign
 - h. Promotional signs as defined
 - i. Portable signs, such as sandwich signs or A-frame signs, which are moveable and not permanently attached to a building, structure or the ground, except as may be authorized on a temporary basis for temporary signs pursuant to Section C.4.h of this article or for Grand Opening events pursuant to Section C.5.e of this article
 - j. Any sign not specifically authorized within these Regulations
4. **Signs authorized without Zoning Permit approval (unless prohibited by Section 3 above)**

The following signs are authorized without Zoning Permit approval, provided they comply with all other applicable provisions of these regulations and with the specific standards noted below:

- a. Public Signs - Signs erected in the public interest by or on the order of a local, State or Federal official in the performance of duty, such as, but not limited to, traffic control signs and identity signs of public buildings, parks or historical sites, signs for governmentally-funded projects and temporary sponsorship signs/banners as provided for in the Mansfield Parks Regulations. This section does not apply to political signs.
- b. Residential Name Plate/Home Occupation - For any residence, or authorized home occupation on the premises, one name plate and one home occupation sign are authorized, provided neither sign is larger than five (5) square feet in area. Home occupation signs shall not be internally illuminated and, if lighted externally, the sign shall be lighted only during the hours open for business.
- c. No Trespassing Signs - No Trespassing signs or signs indicating the private nature of a premises or the restricted use of the premises, provided that the size of any such signs shall not exceed two (2) square feet in area
- d. Name plates or public convenience signs for authorized commercial and industrial uses identifying the building occupant, store hours, or other non-advertising notices, provided the size of any such signs shall not exceed two (2) square feet in area
- e. Traffic control, parking and building identification signs within a commercial, industrial or multi-family housing project approved by the Planning and Zoning Commission, provided the size of such signs shall not exceed three (3) square feet in area
- f. Signs displayed in windows or doors of commercial uses indicating whether the subject use is "open" or "closed," provided the size of any such sign shall not exceed five (5) square feet in area
- g. Interior window signs for authorized commercial uses, provided the signs do not cover more than forty (40) percent of the window area. Illuminated window signs shall be subject to the provisions of Section C.11 of this Article.
- h. Temporary signs:
 - 1. Construction, Sale and Rental Signs - Except as noted below, one non-illuminated sign not exceeding five (5) square feet in area, pertaining only to the sale, lease, rental or construction or improvement of the land or building upon which it is displayed;
Real Estate "For Sale" signs shall be removed as soon as the subject property is sold;
For construction projects, said signs shall only be displayed during the period of active construction.
For commercial or industrial projects approved by the Planning and Zoning Commission, one non-illuminated sign not exceeding sixteen (16) square feet in area, pertaining only to the contractors or professionals involved in the project may be maintained on the premises where

Effective Date	Subject
	Art. X, Sec. H, new regulations for soil, stone, sand and gravel, etc. activities; deletion of Appendix A, Sand and Gravel Ordinance
2/1/98	Art. XI, C.2.b, Zoning Permit applications required to include quantity of fill and material to be removed from a site Art. XI, C.2.c, Zoning Permit applications required to include existing and proposed contours Art. V, S.3.d.12, Site plan mapping consistency with underground utility setback provisions Art. V, A.3.g, Construction traffic data may be required as part of a site plan or special permit application Art. V, A.5.i, Construction traffic and impacts of construction as considerations of special permit and site plan approval criteria Art. VI, C.2, modifies letter of credit provisions Art. VIII, B.1.e, Swimming pool setbacks Art. X, D.9, more specific guidelines for handicap parking in new or revised parking lots Art. X, F.7.b.6, eliminates special permit requirement for mobile home replacements for agricultural laborers
7/15/98	Art. X, C, extensive revisions to regulations dealing with signs
11/12/99	Art. V, A.5.g, revisions to approval criteria for special permits/site plan applications regarding lighting Art. X, C4.h.1 regarding temporary new signage for subdivisions which include the construction of new road(s)
2/1/00	Art. IX, D, regarding revisions/modifications to non-conforming uses Art. X, F.7.d, regarding temporary mobile home use for agricultural labor Art. V, A.3.d, site plan/special permit applications and signature and seal of plans by a licensed landscape architect Art. VIII (Schedule of Dimensional Requirements), regarding front-line setbacks from rights-of-way left for future streets Art. X, C.3.f and C.5.f, regarding strings of lights
7/15/00	Art. X, D.5 and D.6, regarding reduction by 20% of parking spaces required for commercial uses in the PB-2 and PB-4 zones, and authorization for PZC to approve further reductions
8/1/00	Art. X, C, regarding letter size, sign size, the number of signs, and other provisions for certain free-standing signs and for certain shopping center signs, and establishment of Appendix B, Sign Design Guidelines
9/1/00	Art. IV (definitions) and Art. X, D.5, regarding parking revisions for certain uses in buildings greater than 250,000 square feet
11/15/00	Art. VIII, Schedule of Dimensional Requirements, increase maximum building coverage in a PB-1 zone from 20% to 25%
12/1/00	Art. X, C.6, to create a new subsec. 1 (ell) authorizing PZC approval of second attached commercial identity sign under certain conditions of size
6/1/01	Art. VIII, Schedule of Dimensional Requirements, increase allowed height of buildings in the Industrial zone from 40 feet to 50 feet

Effective Date	Subject
2/20/02	<p>Art. VII, Secs. E. 3, F.5 and I.5, childcare facilities for children with mental or physical disabilities</p> <p>Art. VIII, Sec. A, Schedule of Dimensional Requirements, add new footnote 16, potential application of frontage and setback provisions to subdivision lots and building area envelopes after 2/20/02;</p> <p>Art. VIII, Sec. B, subdivision building area envelope exceptions</p> <p>Art. X, Sec. D.10, Accessible parking spaces (handicapped)</p>
6/30/02	<p>Art. VIII, Secs. B.1.c, d and e, provisions relating to necessity for Development Area Envelope for all lots approved after 2/20/02</p> <p>Art. VIII, Sec. B.5, deletion of provision mandating that new subdivision lots approved after 2/20/02 must have a designated building area envelope meeting the area and dimensional provisions of Art. VIII, Sec. 6</p> <p>Art. VIII, Sec. 6, provisions to help ensure that all new residential lots have adequate land, well, septic system and reserve areas must have a minimum of 30,00 sq.ft. of suitable land (20,000 sq.ft. in R-20 zones)</p> <p>Art. XI, C.2.c, need for plot plans to include building and design area envelopes in all subdivision lots approved after 6/30/02</p>
12/1/02	<p>Art. X, Sec. C.6.m, provision for exterior signage of stores in malls, under certain conditions</p>
4/1/03	<p>Art. X, Secs. C.2.b and C.4.a, provisions for temporary sponsorship signs/banners in Town parks</p>



PLANNING AND ZONING COMMISSION
TOWN OF MANSFIELD

Item #16

AUDREY P. BECK BUILDING
FOUR SOUTH EAGLEVILLE ROAD
STORRS, CONNECTICUT 06268
(203) 429-3330

Memo to: ✓ Mansfield Town Council
L. Hultgren, Mansfield Tree Warden/Public Works Director
Property-owners with street frontage on Summit Rd. within 500 feet of proposed driveway and utility work
From: Mansfield Planning and Zoning Commission
Date: March 19, 2003
Re: April 7, 2003 Public Hearing on proposed driveway and utility work associated with a proposed new house on Summit Road, PZC file 1010-2

The Planning and Zoning Commission has received a request for approval of driveway and utility work along Summit Road, a Mansfield-designated Scenic Road. The proposed work is associated with a planned new house on Lot 1 of the Summit Estates subdivision. The subject property is owned by B. Silva and C. Bastek and is immediately north of 110 Summit Road, about 750 feet south of Woodland Road.

Whereas Summit Road is subject to the provisions of the Town of Mansfield's Scenic Road Ordinance, which include a required Public Hearing, please be advised that such Public Hearing is scheduled to take place at 8:00 p.m. on Monday, April 7, 2003, in the Council Chambers of the Audrey P. Beck Municipal Building, 4 South Eagleville Road, Storrs, Connecticut, for the purpose of receiving information from the applicants and verbal or written comments from the public concerning the proposed project. The application is available for review in the Mansfield Planning Office during business hours. Any comments regarding this application must be received prior to the close of the Public Hearing. Enclosed please find letters and a map submitted by the applicants describing the proposed project, a copy of the legal notice and a review report by Mansfield's Assistant Town Engineer.

If you have any questions regarding the applicant's proposal, the provisions of the Town's Scenic Road Ordinance or the Public Hearing process, please call the Mansfield Planning Office, at 429-3330.

encl.

March 12, 2003

Mrs. Audrey Barberet, Chairperson
Planning and Zoning Commission
Town of Mansfield
4 South Eagleville Road
Storrs, Connecticut 06268

Dear Mrs. Barberet,

On February 3, 2003 the Mansfield Inland Wetland Agency granted approval for the relocation and construction of a single-family residence on property that I own on Summit Road. A building plan was first approved in February of 1987 as part of the Summit Estates subdivision.

It has recently been brought to my attention that although I received approval from the Inland Wetland Agency, it is also necessary for me to get permission to construct a new driveway on Summit Road in accordance with the Town of Mansfield's Scenic Road Ordinance. My current plans were designed with the intent of minimizing the impact of my driveway on the existing stonewalls and trees. Any stones that are moved to construct the driveway will be used to enhance the remaining stonewall and the driveway has been placed to avoid cutting down any large deciduous trees. I am in full support of the purpose of the ordinance and its intent.

I am asking the Planning and Zoning Commission to consider this request in conjunction with the Connecticut Light and Power Company's request to upgrade their facilities and provide my new residence with service.

I am asking for the commission's help in addressing this request as expeditiously as possible because of contractual arrangements previously made with my sub-contractors. Your assistance in addressing this request as quickly as possible will be greatly appreciated.

Thank you for your consideration.

Sincerely,



Bruce W. Silva

c. G. Meitzler



Connecticut
Light & Power

The Connecticut Light and Power Company
1270 Main Street
Willimantic, CT 06226-1910

The Northeast Utilities System

March 12, 2003

TO: Scenic Road Commission, Town of Mansfield
4 South Eagleville Road, Storrs

FROM:  Brian J. Bielot, Connecticut Light & Power Co. (CL&P)

SUBJECT: RE: SUMMIT ROAD

To upgrade our facilities to present Engineering and Safety Construction Standards and to accommodate a new service we propose to:

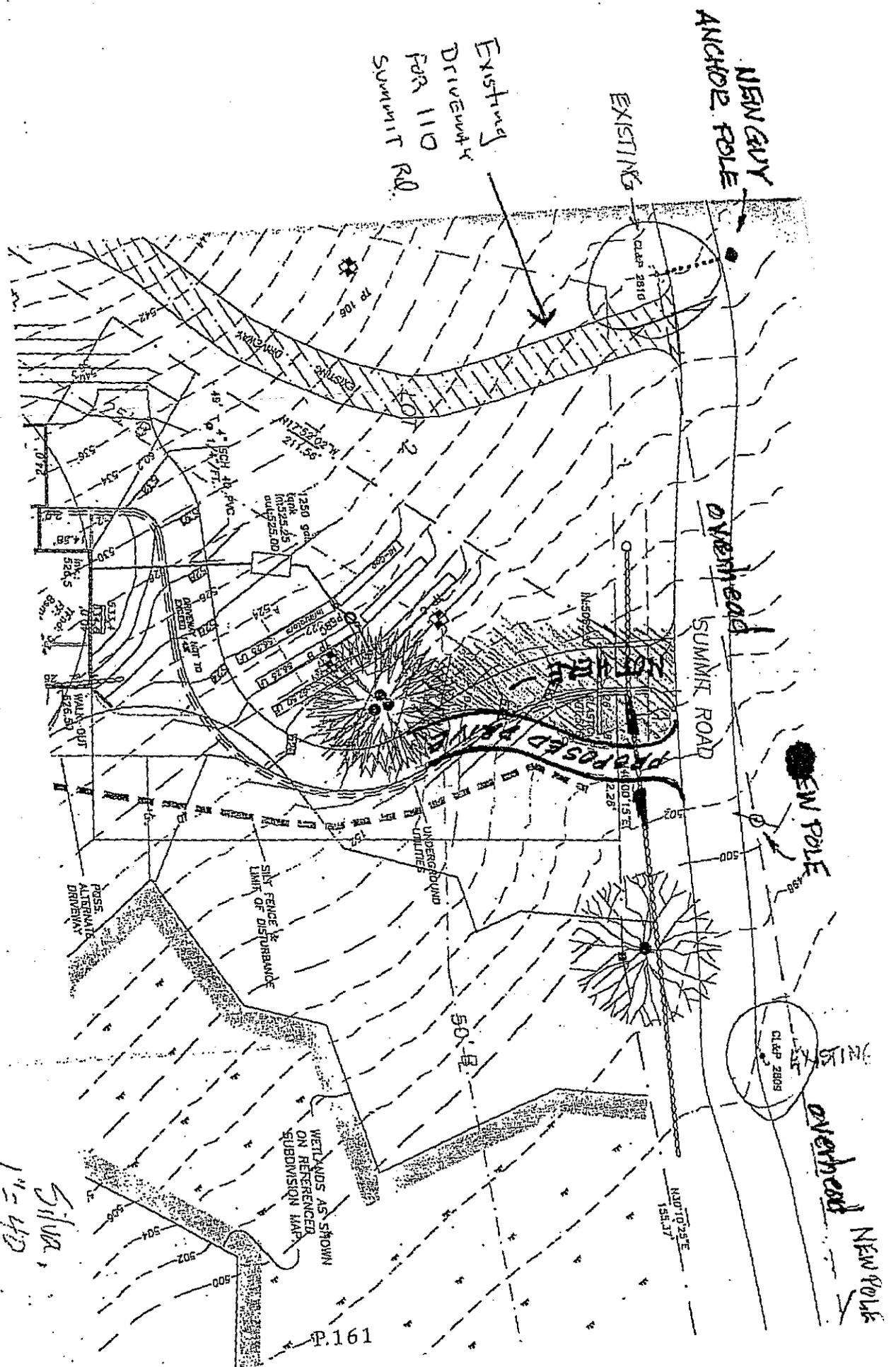
- Remove Pole #2809 and 2 spans of 240 feet each between pole pole #2808 and Pole #2810.
- Install 2 new poles with 3 spans of 160 feet each for the same said distance.
- Install a guy pole across the road from Pole #2810 to replace the tree guy that exists.

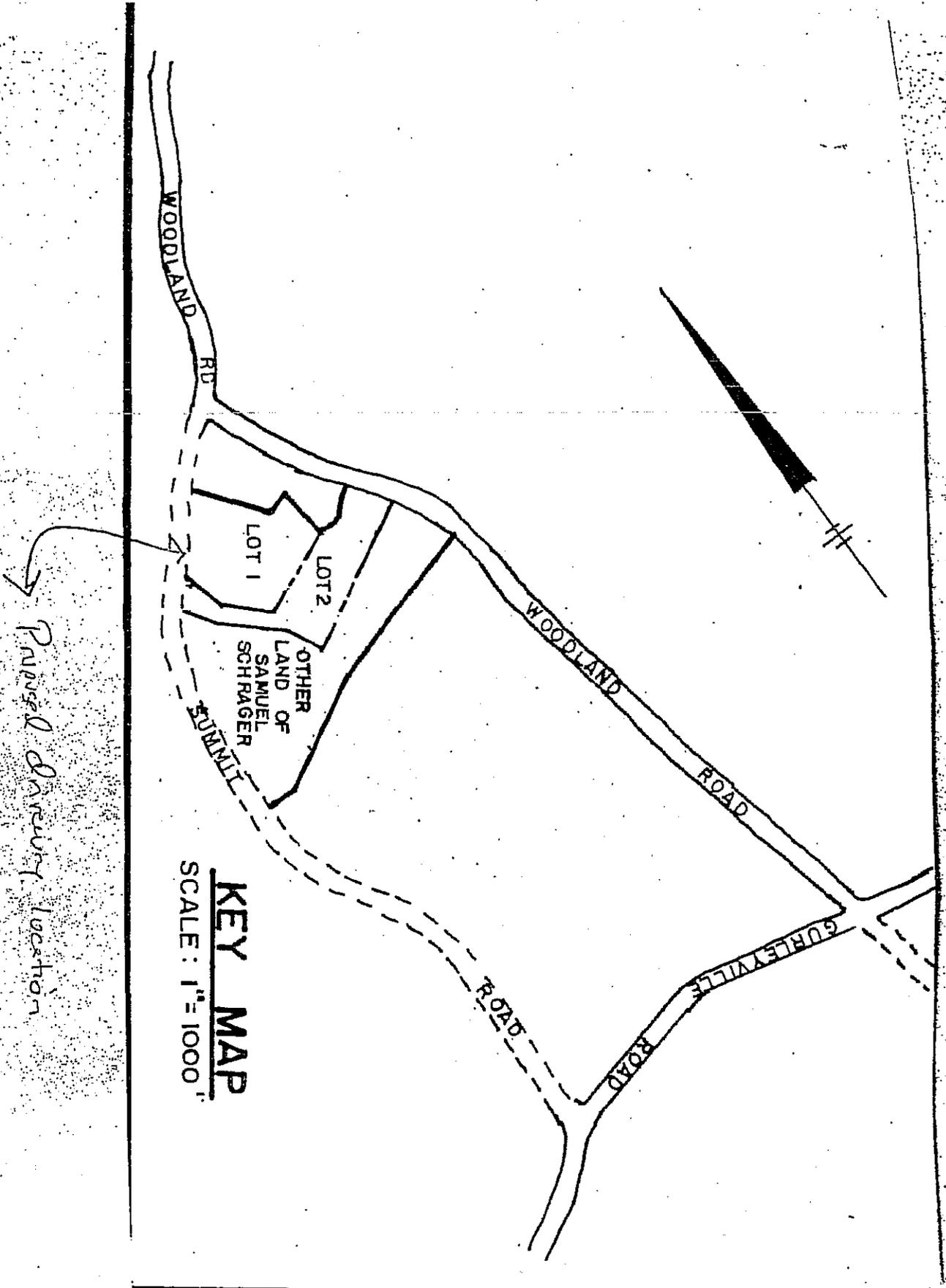
If you have any questions regarding the above, please contact Tom Goodwin at (860) 456-5060. Thank you.

PROPOSED DRIVEWAY/UTILITY
 WORK ASSOCIATED WITH PLANNED
 HOUSE ON LOT 1 SUMMIT ESTATES

Silva,
 1"=40'

map date: 12.20.2002





Memorandum:

March 13, 2003

To: Planning & Zoning Commission
From: Grant Meitzler, Assistant Town Engineer
Re: Connecticut Light & Power Co.
Pole Replacement on Summit Rd

This discussion with CL&P arose when the alternative of an underground service connection going straight to the proposed house from the present pole was considered and the additional wetland permit requirements suggested time delay for processing.

As a result of reviewing options for connecting power and utilities to the house recently approved by wetlands for Mr. Silva on Summit Rd, we now have the request from CL&P and Mr. Silva under the scenic road ordinance to:

1. remove one existing utility pole and replace it with two new poles.

The pole (#2809) to be removed was installed in 1957 and now needs replacement. In 1957 the rule for allowable spacing between poles was 300'. Under their current rules the allowable pole separation is nearer 150'. This pole is 240' from the adjacent poles on each side. The work proposed will place two poles in the 480' span between the present three poles such that the spacing is 160' with two poles replacing the one existing pole.

No tree or brush cutting is required for this work. The overhead wires will remain in the same location. The only cutting for which permission is sought is for trimming dead branches as mentioned in 5. below.

2. place a guy anchor pole on the other side of Summit Rd from pole #2810.

This is to eliminate a guy anchor on fastened to a tree on the adjacent property.

3. remove approximately 20' of the existing stone wall for driveway access.

This location is shown on the attached sketch plan. During the wetland permit review process it was decided to move the driveway as shown to save a very large oak tree that is in good condition.

4. construct the driveway as approved by the wetlands agency in the permit review

The driveway would have to be constructed in wetlands if it were to be moved to a downhill location beyond where the stone wall ends.

5. trim several dead branches in a large oak tree on the opposite side of Summit Rd that are directly over - and a hazard to - the wires.

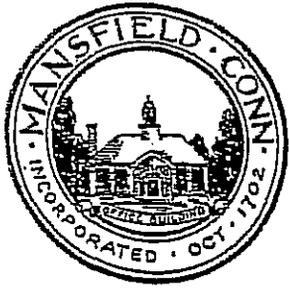
Placement of the two poles will allow the utility service to be constructed along the side of the driveway as had been planned with the earlier Silva wetlands application.

LEGAL NOTICE
MANSFIELD PLANNING & ZONING COMMISSION

The PZC will hold a Public Hearing on Monday April 7, 2003; at 8 p.m. in the Council Chambers, A.P. Beck Bldg., 4 So. Eagleville Rd., to hear comments on the request of B. Silva and CL&P for driveway construction and utility installation associated with the construction of a new house on the easterly side of Summit Rd., about 750 feet south of Woodland Rd.. The site, which is owned by B. Silva and C. Bastek, is situated immediately north of 110 Summit Rd., and the request has been made pursuant to Mansfield's Scenic Road Ordinance.

At this Hearing, interested persons may be heard and written communications received. No information from the applicants or the public shall be received after the close of the Public Hearing. Additional information is available in the Mansfield Planning Office. Dated 3/19/03

A. Barberet, Chair
K. Holt, Sec'y.



PLANNING AND ZONING COMMISSION
TOWN OF MANSFIELD

AUDREY P. BECK BUILDING
FOUR SOUTH EAGLEVILLE ROAD
STORRS, CONNECTICUT 06268
(860) 429-3330

Item #17

March 21, 2003

Mr. Brian Mattiello
Under-Secretary, Office of Policy and Management
450 Capitol Avenue
Hartford, CT 06106-1308

Re: Mansfield recommendations regarding:
Draft 2004 Update: Connecticut Policies Plan for Conservation and Development

Dear Mr. Mattiello:

Pursuant to your March 3, 2003 letter to Mansfield Town Planner Gregory Padick, Mansfield's Planning and Zoning Commission has reviewed the 2/27/03 draft Guide Plan mapping for the 2004 update of the Connecticut Policies Plan for Conservation and Development. The following recommendations are forwarded for your consideration:

1. The University of Connecticut Storrs Campus area, the UConn Depot Campus area and the area in southern Mansfield in the vicinity of and west of Route 195 should be reclassified from "Neighborhood Conservation" to "Regional Center." These areas are served by public utilities and State highways, and are classified as "Central Areas with Public Utilities" in the 2003 Windham Region Land Use Plan. There are only three such areas with this classification in the entire Windham Planning Region. The UConn campus areas, particularly the Storrs campus, are regional employment centers, have high existing populations and will continue to be developed through the "UConn 2000/21st Century UConn program. The aforementioned southerly area is an extension of an existing Regional Center classification, which inappropriately ends at the Windham town line. This area is served by public utilities, in association with an existing arrangement between Windham and Mansfield and the area contains existing and planned higher density uses. Incorporating these three areas into the State's "Regional Center" classification may necessitate minor revisions to the State's definition criteria.
2. The depicted aquifer area for the Fenton River wellfield should utilize the "Level A" boundaries recently approved by DEP.
3. The existing preserved open space areas are out-of-date, as Mansfield and Joshua's Tract Conservation and Historic Trust Inc. have acquired some additional open space in the past few years. Mansfield is in the process of updating its open space mapping and incorporating this data digitally. We have attached a current map depiction of preserved open space areas and we expect to be able to provide this data in digital format in approximately one month.
4. Consideration should be given to recognizing rural community centers in Mansfield Center, Mansfield Depot and Eagleville. These areas are depicted on the local and regional land use plans. We have attached a copy of the Windham Region Land Use Plan, which depicts these centers.

Thank you for affording the Town of Mansfield an opportunity to comment at this early stage of your update process. If you have any questions regarding this letter, please contact Mr. Gregory J. Padick at 429-3329.

Very truly yours,

Audrey H. Barberet, Chairman
Mansfield Planning and Zoning Commission

Attachments:

cc: ✓ Mansfield Town Council

B. Buddington, Exec. Director WINCOG

J. Butts, Regional Planner WINCOG

K. Fox, Co-Chair, U-Conn Master Plan Advisory Committee

R. Schwab, Co-Chair U-Conn Master Plan Advisory Committee

T. Callahan, U-Conn Special Asst. to the President

R. Miller, U-Conn Director of Environmental Policy

L. Schilling, U-Conn University Architect



TOWN OF MANSFIELD
OFFICE OF PLANNING AND DEVELOPMENT

GREGORY J. PADICK, TOWN PLANNER

AUDREY P. BECK BUILDING
FOUR SOUTH EAGLEVILLE ROAD
MANSFIELD, CT 06268-2599
(203) 429-3330

Mr. Larry Schilling
University of Connecticut Architect
31 LeDoyt Road, U-Box 3038
Storrs, CT 06269-3038

Item #18

Re: Update – UConn Master Plan

Dear Larry:

As per our recent discussion, it is respectfully requested that Mansfield representatives be provided with an opportunity to meet with UConn's consultant team that has begun work on an update to the UConn Master Plan. We plan to use this opportunity to provide information regarding a pending update to Mansfield's Plan of Conservation and Development and to discuss issues of mutual interest. It is anticipated that Mansfield would be represented by a member or members of Mansfield's Town Council and Planning and Zoning Commission, Mansfield's Town Manager and Town Planner and other staff members as deemed appropriate. It is understood that such a meeting may not be scheduled during the April consultant team visit, but we would like to meet at the earliest appropriate time.

It is noted that Mansfield's web page (www.mansfieldct.org) will soon contain a copy of the Town's 1993 Plan of Conservation and Development and that meeting minutes of a Planning and Zoning Commission subcommittee working on the Plan update are posted on this web page through links from Planning and Zoning.

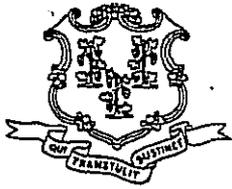
Thank you for your prompt consideration of this request.

Very truly yours,

Gregory J. Padick, Mansfield Town Planner

cc: Mansfield Town Council
Mansfield Planning and Zoning Commission
Thomas Callahan, Co-Chair, Town/University Relations Committee

THIS PAGE LEFT
BLANK
INTENTIONALLY



STATE OF CONNECTICUT
DEPARTMENT OF TRANSPORTATION



2800 BERLIN TURNPIKE, P.O. BOX 317546
NEWINGTON, CONNECTICUT 06131-7546
Phone:

REC'D FEB 14 2003

Item #19

February 14, 2003

Specific Marshfield
Projects attached:

TO: First Elected Officials
FROM:
Carmine P. Trotta
Transportation Assistant Planning Director
Bureau of Policy and Planning
SUBJECT: 2003 Master Transportation Plan

This is notification of the availability of the Connecticut Department of Transportation's 2003 Master Transportation Plan, required by Section 13b-15 of the Connecticut General Statutes. This comprehensive, biennial, statewide transportation plan presents intermodal solutions to maintain and enhance the economic vitality of Connecticut and the safety of its transportation system.

The 2003 Master Transportation Plan consists of two parts, published separately. Part A presents the Department's plans for State transportation services and facilities and discusses the critical need for additional federal and State funds to maintain, improve and expand transportation services and facilities in Connecticut. It also includes a detailed project appendix that lists the programs and projects that the Department expects to implement or fund during the next ten-year period, 2004-2013. Part B identifies other major issues and challenges facing the State of Connecticut and discusses the Department's actions to address them; explains the transportation planning process; explains the federal and State funding programs and sources of revenue for Connecticut's transportation services, projects and programs; presents trends and planning data used to forecast and address travel demands; and discusses the status of each transportation system and its ability to meet current and future demand.

This document will be available in early March 2003 on the internet at <http://www.dot.state.ct.us/bureau/pp/docs/mtp.htm>. Hard copies may be obtained by contacting Ms. Roxane Fromson, Transportation Supervising Planner, at (860) 594-2038 or by e-mail at roxane.fromson@po.state.ct.us.

INDEX OF PROJECTS BY GEOGRAPHIC AREA - Municipalities

GEOGRAPHIC AREA Route / Location	Program	State Project Number	Page	GEOGRAPHIC AREA Route / Location	Program	State Project Number	Page	GEOGRAPHIC AREA Route / Location	Program	State Project Number	Page
MILTON RD	STPR	0073-0166	B-186	I-84	I-M	0151-0290	B-123	I-95	I-M	0083-H043	B-122
STODDARD RD	BRZ	0073-0156	B-111	I-84	STB	0130-0170	B-136	I-95	NHS	0138-0221	B-131
CT8	BRX	0073-0164	B-116	MIDDLEFIELD				CT162	STPA	0083-0241	B-152
CT254	STPA	0073-0163	B-152	CT66	F	0081-0080	B-100	CT796	NHS	0083-H048	B-129
MADISON				CT66	NHS	0081-0080	B-129	CT796	STPE	0083-0243	B-178
I-95	CAQ	0014-0170	B-96	CT66	NHS	0081-0083	B-129	MONROE			
MANCHESTER				CT66	STPH	0081-0080	B-168	CT25	BRX	0084-0099	B-117
--	5307	0076-0195	B-87	MIDDLETOWN				CT25	NHS	0084-0100	B-129
--	STPA	0076-0195	B-86	--	STB	0082-0280	B-75	CT134	BRX	0084-0093	B-117
DUCKLAND STREET	STPH	0076-0198	B-168	--	STB	0422-0029	B-80	MONTVILLE			
HARTFORD RD	STPH	0076-0189	B-168	--	STB	0422-0031	B-80	CT85	NHS	0120-0079	B-131
HARTFORD RD	STPT	0076-0192	B-189	--	STPT	0082-0283	B-190	CT85	STPO	0120-0079	B-174
OLCOTT ST	STPH	0076-0196	B-168	BRUSH HILL	STPH	0082-0285	B-168	NAUGATUCK			
I-84	I-M	0076-0193	B-121	BUTTERNUT ST	STPB	0082-0276	B-178	--	STPT	0087-0137	B-190
I-291	I	0076-0194	B-102	COUNTRY CLUB RD	STPH	0082-0288	B-168	CT63	BRX	0087-0138	B-117
MANSFIELD				PBARL ST	BRZ	0082-0286	B-111	NEW BRITAIN			
--	STPT	0077-0198	B-190	PROSPECT ST	BRX	0082-0289	B-116	--	STB	0441-0010	B-81
CIDER MILL RD	STPB	0077-0193	B-178	UNION ST	STPB	0082-0271	B-178	--	STB	0453-0010	B-81
DEPOY ROAD	STPB	0077-0194	B-178	CT66	NHS	0081-0083	B-129	BROAD ST	HPP	0088-0152	B-106
MAPLE RD	STPO	0077-0204	B-173	CT66	STPA	0082-0287	B-152	BROAD ST	STPO	0088-0152	B-173
I-195	STPA	0077-H037	B-152	CT66	STPH	0082-0287	B-168	HART ST	HPP	0088-0160	B-106
MARLBOROUGH				I-91	I-M	0082-H059	B-121	HART ST	STPO	0088-0160	B-173
CT2	NHS	0078-0089	B-129	CT217	STPA	0033-0121	B-149	CT174	STPA	0088-0155	B-153
CT2	STPA	0078-0089	B-152	MILFORD				CT174	STPB	0088-0155	B-178
MERIDEN				--	STB	0424-0031	B-80	CT175	STPA	0088-0148	B-153
--	HPP	0079-0217	B-106	--	STB	0424-0033	B-80	CT175	STPO	0088-0148	B-173
--	STB	0432-0010	B-80	CLARK ST	BRX	0083-0238	B-116	NEW CANAAN			
GRAVEL ST	STPN	0079-0210	B-170	CLARK ST	BRX	0083-0252	B-117	--	STB	0303-0005	B-78
NORTH COLONY ST	STPN	0079-0206	B-170	GULF ST	STPB	0083-0237	B-165	LAKVIEW	BRZ	0089-0112	B-111
TR (TOWN ROAD)	HPP	0079-0212	B-106	ORONOQUE RD	STPB	0083-0233	B-178	VALLEY RD	BRZ	0089-0103	B-111
US5	STPA	0079-0208	B-152	US1	BRX	0083-0244	B-116	CT15	BRX	0089-0115	B-117
CT66	F	0081-0080	B-100	US1	STB	0138-0220	B-137	CT15	NHS	0102-H044	B-130
CT66	NHS	0081-0080	B-129	US1	STPA	0083-0230	B-152	NEW HARTFORD			
CT66	STPH	0081-0080	B-168	US1	STPA	0083-0244	B-152	WEST HILL ROAD	STPO	0091-0116	B-173
CT71	BRX	0079-0215	B-116	US1	STPA	0083-0245	B-152	US202	BRX	0091-0113	B-117
I-91	I-M	0079-0214	B-121	US1	STPA	0083-0246	B-153	US202	BRX	0091-0113	B-117
MIDDLEBURY				US1	STPB	0083-0243	B-178	CT219	RS	0091-0108	B-145
CT64	STPA	0174-0277	B-163	CT15	BRX	0083-0216	B-116	CT219	STPR	0091-0108	B-186

*Byway to
corners
railroad
crossings
- 275 to DAVIS
- Chaffeeville
intersection*

P.172

PROJECTS BY MODE AND SUGGESTED PROGRAM

WAY OPERATIONS

SURFACE TRANSPORTATION PROGRAM - ANYWHERE

----- FUNDS ESTIMATED IN 2003 DOLLARS \$(000) AND UPDATED AS OF AUGUST 2002 -----

Project #	Geographic Area	Route / Location	Improvement Type and Limits of Improvement		Estimated Total Funds	Available Funds	Total Additional Funds Required (FFY2004-2013)	-----Additional Funds Required----- by Fiscal Year's Ending		
								FFY2004	FFY2005	FFY2006-13
5	KENT	CT341	BRIDGE REPLACEMENT - REPLACE BRIDGE #01593 AND #02890	TOTAL FEDERAL STATE	2,272 1,818 454	2,272 Z 1,818 454	0 0 0	0 0 0	0 0 0	0 0 0
14	KILLINGWORTH	CT81	BRIDGE REPLACEMENT - REPLACE BRIDGE #02497 OVER BROOK	TOTAL FEDERAL STATE	388 310 78	0 0 0	388 310 78	388 C 310 78	0 0 0	0 0 0
53	LITCHFIELD	CT254	BRIDGE RESTORATION - REHAB BRIDGE #05426 OVER BROOK	TOTAL FEDERAL STATE	133 106 27	5 B 4 1	128 102 26	128 C 102 26	0 0 0	0 0 0
137 P.173 1037	MANSFIELD	I-195	MINOR INTERSECTION IMPROVEMENT - SB BYPASS LANE AT CHAFFEEVILLE RD	TOTAL FEDERAL STATE	730 584 146	160 A 128 32	570 456 114	30 B 24 6	540 C 432 108	0 0 0
189	MARLBOROUGH	CT2	RESURFAC.BY CONTRACT - RESURFACING	TOTAL FEDERAL STATE	450 360 90	450 A 360 90	0 0 0	0 0 0	0 0 0	0 0 0
208	MERIDEN	US5	MAJOR DRAINAGE - DRAINAGE IMPROVEMENTS	TOTAL FEDERAL STATE	3,945 3,156 789	665 X 532 133	3,280 2,624 656	0 0 0	3,280 C 2,624 656	0 0 0
287	MIDDLETOWN	CT66	MAJOR INTERSECT. IMPROVE. - INTERSECTION IMPROVEMENT AT BOSTON RD AND OLD MILL RD	TOTAL FEDERAL STATE	1,780 1,424 356	400 B 320 80	1,380 1,104 276	0 0 0	0 0 0	1,380 C 1,104 276
330	MILFORD	US1	MINOR INTERSECTION IMPROVEMENT - INTERSECTION IMPROVEMENT AT VARIOUS LOCATIONS	TOTAL FEDERAL STATE	5,450 4,360 1,090	950 B 760 190	4,500 3,600 900	4,500 C 3,600 900	0 0 0	0 0 0
341	MILFORD	CT162	REALIGNMENT (NO ADDED CAPACITY) - REALIGNMENT OLD GATE LANE	TOTAL FEDERAL STATE	1,056 699 175	312 X 104 26	744 595 149	744 C 595 149	0 0 0	0 0 0
244	MILFORD STRATFORD	US1 US1	BRIDGE RESTORATION - BRIDGE #00327 (MOVABLE) HOUSATONIC, PHASE I	TOTAL FEDERAL STATE	500 400 100	500 A 400 100	0 0 0	0 0 0	0 0 0	0 0 0
245	MILFORD	US1	MINOR INTERSECTION IMPROVEMENT - INTERSECTION IMPROVEMENT AT RIVERCLIFF DR	TOTAL FEDERAL STATE	700 560 140	700 C 560 140	0 0 0	0 0 0	0 0 0	0 0 0

PROJECTS BY MODE AND SUGGESTED PROGRAM

HIGHWAY OPERATIONS

SURFACE TRANSPORTATION PROGRAM - OTHER URBAN

----- FUNDS ESTIMATED IN 2003 DOLLARS \$(000) AND UPDATED AS OF AUGUST 2002 -----										
State Project Number	Geographic Area	Route / Location	Improvement Type and Limits of Improvement		Estimated Total Funds	Available Funds	Total Additional Funds Required (FFY2004-2013)	-----Additional Funds Required-----		
								FFY2004	FFY2005	FFY2006-13
0077-0204	MANSFIELD	MAPLE RD	RECONSTRUCT (NO ADDED CAPACITY) - RECONSTRUCTION CT275 TO DAVIS RD	TOTAL FEDERAL STATE	945 756 185	945 Y 756 185	0 0 0	0 0 0	0 0 0	0 0 0
0088-0148	NEW BRITAIN	CT175	RECONSTRUCT (NO ADDED CAPACITY) - THE RECONSTRUCTION AND REALIGNMENT OF CT175 BETWEEN BEACON ST AND BILTMORE ST	TOTAL FEDERAL STATE	1,150 920 230	1,150 A 920 230	0 0 0	0 0 0	0 0 0	0 0 0
MULTI-FUNDED										
0088-0152	NEW BRITAIN	BROAD ST	RECONSTRUCT (NO ADDED CAPACITY) - RECONSTRUCTION	TOTAL FEDERAL STATE	713 570 143	713 C 570 143	0 0 0	0 0 0	0 0 0	0 0 0
MULTI-FUNDED										
0088-0160	NEW BRITAIN	HART ST	NEW HIGHWAY - CONST FROM S MAIN TO ARCH ST	TOTAL FEDERAL STATE	1,887 1,510 377	0 0 0	1,887 1,510 377	0 0 0	1,887 C 1,510 377	0 0 0
CBR SFY2005										
MULTI-FUNDED										
0091-0116	NEW HARTFORD	WEST HILL ROAD	METAL BEAM RAIL - GUIDE RAIL REPLACEMENT ON WEST HILL RD IN NEW HARTFORD RURAL MAJOR COLLECTOR	TOTAL FEDERAL STATE	115 115 0	115 C 115 0	0 0 0	0 0 0	0 0 0	0 0 0
P.174										
MULTI-FUNDED										
0095-0212	NEW MILFORD	CT67	RELOCATION - RELOCATION	TOTAL FEDERAL STATE	7,688 6,145 814	3,902 X 3,117 435	3,786 3,028 379	0 0 0	3,786 C 3,028 379	0 0 0
CBR SFY2005	NEW MILFORD	US202								
MULTI-FUNDED										
0095-0234	NEW MILFORD	CT67	RECONSTRUCT (NO ADDED CAPACITY) - RECONSTRUCTION AND REALIGNMENT OF CT67	TOTAL FEDERAL STATE	100 80 20	100 A 80 20	0 0 0	0 0 0	0 0 0	0 0 0
MULTI-FUNDED										
0102-0272	NORWALK	BROAD ST	BRIDGE SUPERSTR. REPL - REPLACE BRIDGE SUPERSTRUCTURE	TOTAL FEDERAL STATE	670 536 134	536 C 536 0	134 0 134	134 C 0 134	0 0 0	0 0 0
CBR SFY2004										
0102-0275	NORWALK	MONROE ST	RECONSTRUCT (NO ADDED CAPACITY) - RECONSTRUCTION	TOTAL FEDERAL STATE	600 376 224	448 Z 376 72	152 0 152	152 C 0 152	0 0 0	0 0 0
CBR SFY2004										
0102-0278	NORWALK	I-95	REVISE INTERCHANGE RAMPS - I-95 AT US1	TOTAL FEDERAL STATE	400 200 180	400 A 200 180	0 0 0	0 0 0	0 0 0	0 0 0
NORWALK		US1	INTERCHANGE #14 - PROVIDE REVISED ACCESS							
MULTI-FUNDED										

PROJECTS BY MODE AND SUGGESTED PROGRAM

RAIL OPERATIONS

SURFACE TRANSPORTATION PROGRAM - RAIL CROSSING/HAZARD OPTIONAL-SAFETY

----- FUNDS ESTIMATED IN 2003 DOLLARS \$(000) AND UPDATED AS OF AUGUST 2002 -----

Project ID	Geographic Area	Route / Location	Improvement Type and Limits of Improvement		Estimated Total Funds	Available Funds	Total Additional Funds Required (FFY2004-2013)	Additional Funds Required by Fiscal Year's Ending		
								FFY2004	FFY2005	FFY2006-13
1	HAMDEN	CT40	INTERSECTION REALIGNMENT - CT40 AT CT10 REALIGNMENT	TOTAL	200	200 A	0	0	0	0
	HAMDEN	CT10		FEDERAL	180	180	0	0	0	0
				STATE	20	20	0	0	0	0
2	HAMDEN	CT10	MAJOR INTERSECT. IMPROVE. - INTERSECTION AT CT22 & DICKERMAN	TOTAL	160	160 A	0	0	0	0
	HAMDEN	CT22		FEDERAL	144	144	0	0	0	0
				STATE	16	16	0	0	0	0
3	HARTFORD	VAN DYKE	MINOR IMPRVMTS OF GRADE XING - RR CROSSING	TOTAL	850	125 A	725	0	0	725 C
				FEDERAL	850	125	725	0	0	725
				STATE	0	0	0	0	0	0
3	KILLINGLY	CT101	MINOR INTERSECTION IMPROVEMENT - INTERSECTION IMPROVEMENT AT MAPLE	TOTAL	823	823 Z	0	0	0	0
				FEDERAL	736	736	0	0	0	0
				STATE	87	87	0	0	0	0
3	MANSFIELD	CIDER MILL RD	MINOR IMPRVMTS OF GRADE XING - RR CROSSING	TOTAL	705	110 A	595	0	0	595 C
				FEDERAL	705	110	595	0	0	595
				STATE	0	0	0	0	0	0
4	MANSFIELD	DEPOT ROAD	MINOR IMPRVMTS OF GRADE XING - RR CROSSING	TOTAL	595	110 A	485	0	0	485 C
				FEDERAL	595	110	485	0	0	485
				STATE	0	0	0	0	0	0
1	MIDDLETOWN	UNION ST	MINOR IMPRVMTS OF GRADE XING - RR CROSSING	TOTAL	466	100 A	366	0	0	366 C
				FEDERAL	466	100	366	0	0	366
				STATE	0	0	0	0	0	0
6	MIDDLETOWN	BUTTERNUT ST	FACILITY CONSTRUCTION - RR CROSSING	TOTAL	550	110 A	440	0	0	440 Y
				FEDERAL	550	110	440	0	0	440
				STATE	0	0	0	0	0	0
3	MILFORD	ORONOQUE RD	MINOR IMPRVMTS OF GRADE XING - RR CROSSING	TOTAL	905	110 A	795	20 B	775 C	0
				FEDERAL	905	110	795	20	775	0
				STATE	0	0	0	0	0	0
3	MILFORD	CT796	INTERSECTION REALIGNMENT - INTERSECTION REALIGN AT US1	TOTAL	387	387 Z	0	0	0	0
	MILFORD	US1		FEDERAL	338	338	0	0	0	0
				STATE	49	49	0	0	0	0
5	NEW BRITAIN	CT174	MINOR INTERSECTION IMPROVEMENT - INTERSECTION IMPROVEMENT AT STANLEY	TOTAL	220	220 A	0	0	0	0
				FEDERAL	198	198	0	0	0	0
				STATE	22	22	0	0	0	0

PROJECTS BY MODE AND SUGGESTED PROGRAM

HWAY OPERATIONS

SURFACE TRANSPORTATION PROGRAM - TRANSPORTATION ENHANCEMENT

----- FUNDS ESTIMATED IN 2003 DOLLARS \$(000) AND UPDATED AS OF AUGUST 2002 -----

Project Number	Geographic Area	Route / Location	Improvement Type and Limits of Improvement		Estimated Total Funds	Available Funds	Total Additional Funds Required (FFY2004-2013)	-----Additional Funds Required----- by Fiscal Year's Ending		
								FFY2004	FFY2005	FFY2006-13
1198 ↓ 577-0198	MANSFIELD	---	BICYCLE FACILITY - BIKEWAY	TOTAL	837	837 Z	0	0	0	0
				FEDERAL	640	640	0	0	0	0
				STATE	0	0	0	0	0	0
1283	MIDDLETOWN	---	BICYCLE FACILITY - BICYCLE FACILITY	TOTAL	995	995 Z	0	0	0	0
				FEDERAL	796	796	0	0	0	0
				STATE	0	0	0	0	0	0
0137	NAUGATUCK	---	PLANTING BY CONTRACT - RR RESTORATION	TOTAL	655	655 Z	0	0	0	0
				FEDERAL	524	524	0	0	0	0
				STATE	0	0	0	0	0	0
0206	NEW LONDON	---	BICYCLE FACILITY - BICYCLE FACILITY	TOTAL	1,563	1,563 Z	0	0	0	0
				FEDERAL	1,250	1,250	0	0	0	0
				STATE	0	0	0	0	0	0
P. 176 -0176	NEW MILFORD	TR (TOWN ROAD)	BRIDGE RESTORATION - RESTORE LOVERS LEAP BRIDGE	TOTAL	1,350	1,350 Z	0	0	0	0
				FEDERAL	1,080	1,080	0	0	0	0
				STATE	0	0	0	0	0	0
-0167	NORTH HAVEN	---	PLANTING BY CONTRACT - TOWN CENTER STREETSCAPE	TOTAL	628	628 Z	0	0	0	0
				FEDERAL	502	502	0	0	0	0
				STATE	0	0	0	0	0	0
-0299	NORWALK	---	BICYCLE FACILITY - MULTI PURPOSE TRAIL	TOTAL	737	737 C	0	0	0	0
				FEDERAL	590	590	0	0	0	0
				STATE	147	147	0	0	0	0
-0128	SIMSBURY	---	BICYCLE FACILITY - TRAIL SYSTEM - RAILBED	TOTAL	1,096	452 A	644	644 C	0	0
				FEDERAL	877	362	515	515	0	0
				STATE	129	0	129	129	0	0
-0138	SIMSBURY	---	BICYCLE FACILITY - BICYCLE FACILITY - RAILBED	TOTAL	473	473 C	0	0	0	0
				FEDERAL	378	378	0	0	0	0
				STATE	0	0	0	0	0	0
-0140	SIMSBURY	---	BICYCLE FACILITY - BICYCLE FACILITY - RAILBED	TOTAL	871	871 C	0	0	0	0
				FEDERAL	696	696	0	0	0	0
				STATE	0	0	0	0	0	0
-0142	SIMSBURY	CT10	BICYCLE FACILITY - GREENWAY CROSSING	TOTAL	267	267 Z	0	0	0	0
				FEDERAL	214	214	0	0	0	0
				STATE	0	0	0	0	0	0



Mansfield Downtown Partnership
Helping to Build Mansfield's Future

REC'D APR - 9 2003

To: Storrs Center Business and Property Owners
From: Cynthia van Zelm, Executive Director
Re: Meeting on Municipal Development Plan and Survey
Date: April 8, 2003

I am pleased to announce that the Mansfield Downtown Partnership, Inc. has hired Looney Ricks Kiss Architects, Inc. (LRK) to work with us on the municipal development plan (MDP) for Storrs Center. As most of you know, the MDP is a technical document that includes a financing and administration plan, a market study, and design standards, among other elements, related to the proposed development. The MDP will guide the planning for Storrs Center.

We would like to invite you to meet our consultant team led by Looney Ricks Kiss where they will give an overview of the process for developing the municipal development plan and open it up for questions from the group. The meeting is scheduled for April 22, 2003 at 7 PM at the University of Connecticut Bishop Center, Room 146 (see attached purple flyer). The businesses in Storrs Center will be an integral part of the new development and we look forward to working with you during the planning process.

Accordingly, we are asking that you take a few minutes to fill out the enclosed survey put together by the Partnership's Business Development and Retention Committee. I talked to many of you about the idea of a downtown merchants group to meet on an occasional basis to talk about a variety of issues important to your business. We want to hear back from you on your thoughts about a downtown merchants group. Additionally, we have asked some questions specifically related to the new town center development. We would like to receive the responses back on the survey by April 18 so that LRK can review them prior to our meeting on the 22nd.

Thank you for your interest and participation. I look forward to receiving your surveys and seeing you on the 22nd. Please do not hesitate to contact me at 429-2740 if you have any questions.



*Storrs Center Property and Business
Owners*

You are Invited

*Meeting on the Municipal Development Project
Plan for Storrs Center*

April 22, 2003

7 PM

*University of Connecticut Bishop Center,
Room 146*

*Join us for meeting to review the process and timeline for
the preparation of the Municipal Development Project
Plan for Storrs Center, and to provide information and
input to the consultant team from Looney Ricks Kiss
Architects, Inc.*

*Please contact Cynthia van Zelm, Executive Director of the
Mansfield Downtown Partnership, (860-429-2740) if you have
questions.*



Mansfield Downtown Partnership

DOWNTOWN MERCHANTS SURVEY

Name of Business _____
 Mailing Address _____
 E-Mail Address _____
 Type of Business _____
 Est. Size of Business (square
 footage) _____

1) Would you be interested in participating in a downtown merchants group?

Yes _____
 No _____

2) If you answered yes to 1), what role should the downtown merchants group have? *Please check all that apply and rank them in order of importance with 1) representing the most important role.*

Information Sharing _____
 Input into the Municipal Development Project Plan _____
 Develop Joint Advertising Among Merchants _____
 Plan for Activities Downtown _____
 Downtown Clean-up _____
 Other _____

3) What are the best days and times for a downtown merchants group to meet?

4) How often should the group meet?

Weekly _____
 Monthly _____
 Quarterly _____
 Other _____

(over)

5) In your opinion, what are the major priorities to improve the commercial viability of the Downtown area?

6) What, if any, obstacles do you see for your business in the development of a Downtown center?

7) Are there issues or concerns regarding your business or Downtown Mansfield that should be noted?

8) If a new traditional Downtown center were created, would you consider being a part of it by moving to new space?

Thank you very much for your assistance. Please return the survey to Cynthia van Zelm, Mansfield Downtown Partnership, PO Box 513, Storrs 06268 or drop it off at our office at 1244 Storrs Road (behind People's Bank). Please call the Partnership at 429-2740 if you have any questions.

Please return the Survey by April 18! Thank you!



WINDHAM REGION COUNCIL OF GOVERNMENTS

968 Main Street Willimantic, CT 06226 Phone: (860) 456-2221
Fax: (860) 456-1235 E-mail: wincog@snet.net

ashford chaplin columbia coventry hampton lebanon mansfield scotland windham

March 19, 2003

Charles S. Barone
Transportation Planning Director
Bureau of Policy and Planning
Connecticut Department of Transportation
PO Box 317546
Newington, CT 06131-7546

REC'D MAR 21 2003

SUBJECT: Enhancement Project Priorities

Dear Mr. Barone:

At its meetings on February 7 and March 14, 2003, the Windham Region Council of Governments considered, reviewed, and prioritized applications for transportation enhancement funding from two of its member towns as follows:

- Priority #1: COVENTRY — Town Center Connecting Streetscapes
- Priority #2: MANSFIELD — Downtown Streetscape and Pedestrian Improvements
- Priority #3: MANSFIELD — Four Corners / Entrance to Mansfield
- Priority #4: MANSFIELD — East Brook Mall Area Streetscape and Pedestrian Improvements
- Priority #5: MANSFIELD — Mansfield Center and North Eagleville Road.

All of these projects would be valuable additions to the Windham Region.

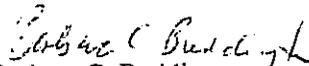
Priority projects #1 and #2 received especially strong support by WINCOG and we would particularly urge ConnDOT to fund both of these. The Coventry project was ranked highest because of its focus on pedestrian safety; Mansfield's Downtown Streetscape project is key to the efforts now underway to create a new "Storrs Center."

I am attaching a copy of WINCOG 3/14/03 minutes at which this action was taken as documentation of WINCOG's endorsement and prioritization.

Two copies of each application are also attached.

Thank you for your consideration.

Sincerely,


Barbara C. Buddington
Executive Director

- cc: (letter only)
- John Elsesser, Town Manager, Coventry
 - Martin Berliner, Town Manager, Mansfield ✓
 - Lon Hultgren, Public Works Director, Mansfield
 - Cynthia Van Zelm, Mansfield Downtown Partnership
 - Maribeth Wojenski, ConnDOT
 - Grayson Wright, ConnDOT

THIS PAGE LEFT

BLANK

INTENTIONALLY

Item #22



WINDHAM REGION COUNCIL OF GOVERNMENTS

968 Main Street Willimantic, CT 06226 Phone: (860) 456-2221
Fax: (860) 456-1235 E-mail: wincog@snet.net

ashford chaplin columbia coventry hampton lebanon mansfield scotland windham

4/7/03

TO: MARTIN BERLINER
2 PG. PRESS RELEASE

April 6, 2003

FROM: WINCOG

FOR IMMEDIATE RELEASE

WINDHAM REGION COUNCIL OF GOVERNMENTS ELECTS NEW OFFICERS

On April 4, the Windham Region Council of Governments (WINCOG) re-elected Michael Paulhus, First Selectman of Windham, to serve as its chairman for the next year. The slate of officers, elected by a unanimous vote, also included Elizabeth Wilson, Scotland First Selectman, vice chairman; Eugene Boomer, Chaplin First Selectman, secretary; Margaret Haraghey, Hampton First Selectman, treasurer; and Martin Berliner, Mansfield Town Manager, member-at-large.

Chief elected officials and town managers in the Windham Region had met informally for over a decade as the Windham Region Municipal Officials Association before forming the council of governments in 1998. This change was made, in part, to give the region a stronger political voice.

As successor to the Windham Regional Planning Agency, WINCOG provides a forum for discussing regional issues, explores effective and efficient regional approaches to challenges faced by its towns, offers cost-effective technical assistance to the region's elected officials, planners, economic development staff and land use commissioners, and links member towns with a variety of state and federal programs.

A major accomplishment last year was the completion of a comprehensive economic development strategy (CEDS) for the Northeast Economic Development Partnership for submission to the U.S. Economic Development Administration. The Partnership includes the twenty-one towns in the Windham and Northeastern Connecticut planning regions. The acceptance of this plan by EDA entitles any participating municipality to apply for grant funds from the EDA for economic development projects. Windham Mills Development Corporation has already taken advantage of this eligibility for its most recent grant application.

WINCOG board and staff also worked with Windham Community Memorial Hospital last year to develop a method for funding the hospital's paramedic program deficit that was deemed to be fair to both the municipalities and the hospital. The approach that resulted has now been used as a model in at least two other planning regions.

A third major project was an update of the regional land use plan, in consultation with the planners and planning and zoning commissions of member towns. WINCOG staff are now working with towns to review the draft State Plan of Conservation and Development to ensure that the state plan map will accurately reflect existing and planned land uses in the region. Legislation is being proposed this year that would make the state plan an important factor in determining where the state will invest future infrastructure and economic development dollars.

In other ongoing work, WINCOG serves as a census data affiliate, responding to requests from the community for census information and its use; provides transportation and transit planning under contract to the Connecticut Department of Transportation; administers the Windham Region Transit District; hosts bi-monthly meetings for town planners; staffs monthly meetings of the Regional Planning Commission; annually updates the region's *Apartment and Condominium Guide*; acts as a fiduciary for grant funds for local community organizations; and periodically provides staff support to regional efforts such as the Northeastern Connecticut Housing Partnership.

In fiscal year 2004, WINCOG will be assisting municipalities with updates of their emergency operations plans and will be organizing a regional Citizens Emergency Response Team. These planning activities are federally funded through the Connecticut Office of Emergency Management and Division of Homeland Security. WINCOG will also be applying for funding through the CT Department of Environmental Protection to develop Pre-disaster Hazard Mitigation plans for member towns. In the future, communities will be required to have such plans in place to be eligible for disaster relief funds, should the need arise.

XXX

For further information, contact

Barbara Buddington, Executive Director

*(860) 456-2221
director.wincog@snet.net*

HELEN KOEHN

83 Separatist Road
Storrs, CT 06268
Phone: 860-429-4699

Item #23

March 25, 2003

Mayor Elizabeth Paterson and Mansfield Town Council Members
Audrey Beck Municipal Building
Four South Eagleville Road
Storrs, CT 06268

Dear Mayor Paterson and Town Council Members,

I've enclosed a copy of recent articles: "Restaurant Agrees to Change Name", March 10, 2003 and "Restaurant's Name Doesn't Pass the Taste Test", March 21, 2003 from the Hartford Courant. This restaurant/bar will be opening soon in the location of the former Cup of Sun and Corner Café.

I think the name is as inappropriate for our community as it is for West Hartford. I would like the town officials to do whatever is necessary to change the name from C.O. Jones A.K.A. *cojones* to something more suitable for the Mansfield Town Center.

I also understand that this is University property and soon to become part of the Downtown Partnership, but the Town Council should be able to do something.

Sincerely,



Helen Koehn

Restaurant Agrees To Change Name

By DANIELA ALTIMARI
COURANT STAFF WRITER

WEST HARTFORD — Bob Potter wanted to call his new Mexican joint C.O. Jones, but neutered the name after heat from officials in this image-obsessed town.

To them, it's a matter of decorum. The name may sound innocuous, but run the letters together and you come up with *cojones*, the Spanish word for testicles.

"It was clever. It was a wordplay," said Rob Rowson, the town's business development officer, "but it was just not appropriate for the standards this community espouses."

The town couldn't prevent Potter from slapping the salty soubriquet on

his eatery, which is slated to open this week on Park Road, near Beverly Road. But Rowson and others "strongly encouraged" him to scrap it, especially after the sign went up and someone complained.

"We thought he should be a little more careful in terms of the message he was trying to send," Rowson said.

Potter doesn't understand what all the ruckus is about. After all, his New Haven restaurant has carried the name for nearly four years with nary a whisper of disapproval. In fact, "I get as many compliments on the name as I do on the food," said Potter, who co-owns the business.

A third incarnation, set to open in Storrs in about six weeks, also will carry the C.O. Jones moniker. "People

really like the name," Potter said. "It's a great marketing tool."

The casual restaurant boasts of its "balls Mexican cuisine," but that's just bluster, Potter insists. The atmosphere is more East Village bohemian than raunchy roadhouse and the menu features unconventional offerings such as vegan burritos and goat cheese quesadillas among the typical fajitas and margaritas.

"It's not a Hooters-type of place," Potter said. "It's healthy Cal-Mex food. Maybe people got the wrong impression from the name."

Ultimately, Potter relented. "It's not a big deal to me," he said.

The restaurant will now go by a less offensive — and less colorful — name.

It's called Mexican Restaurant.

3-10-2003

OTHER OPINION

Restaurant's Name Doesn't Pass The Taste Test

I have to admit that of all the columns I have written, the research for this one yielded the most bizarre results.

It started innocently enough when I read a March 10 Courant news story by Daniela Altamarl with the headline "Restaurant Agrees to Change Name."



BESSY REYNA

The new West Hartford Mexican restaurant had wanted to call itself C.O. Jones. When read as one word, that name becomes the Spanish "cojones," for which the closest translation is "testicles." West Hartford, which has been successful in attracting many classy restaurants, also prides itself on being an oasis for families. The town business development office considered the restaurant's name inappropriate for such an elegant, family-friendly town.

Bob Potter, the restaurant's owner, has another in New Haven with the same name, and he claims that people there have not complained. He is about to open another restaurant in Storrs. To him, the name is just a clever marketing tool, a play on words. Potter can call his restaurants whatever he wants, but it is the vulgarity of the word that I find distasteful.

Normally, I don't spend a lot of time looking at the social implications of the names of restaurants. However, I must confess I have a weak spot when it comes to trying to understand the cultural ramifications of names chosen by non-Mexicans for their "Mexican" restaurants. Last April, I wrote a column about the common stereotypes of Mexicans that I found in many of the names and images associated with Mexican restaurants. Now, thanks to Potter and the restaurant he will be opening adjacent to the University of Connecticut in Storrs, I can't help pondering why anyone would want to call their restaurant a crude ver-

Until now, I had no idea that a word that in Spanish is rarely uttered in polite circles was becoming such a regular part of English usage.

sion of the word "testicles." The Storrs restaurant is going to be located directly across from E.O. Smith High School. I have visions of Beavis and Butt-head pointing, giggling and making jokes.

I am reminded of the song "Class" in the Broadway musical "Chicago," which unfortunately was omitted from the film version. In that song, inmate Velma Kelly and corrupt prison matron Mama Morton bemoan the low social standards that have become acceptable because "nobody's got no class."

I decided to research the use of the word "cojones." The Internet search results were quite enlightening. Aside from a plethora of pornographic sites, I

found, much to my surprise, that there is a video game coming out soon called "Indiana CoJones." Miller Lite has sponsored a Cojones Grande sweepstakes to pick the winner of a football championship. The website Ociojoven.com has a lengthy article in Spanish about the use of the word depending on the context. Radicalboard.com includes the word in relation to surfing and extreme sports. Even time.com in July 2001 had a column about NBC getting cojones because of its reality TV programming. The Internet magazine theregister.co.uk praises a Mr. Katalov's cojones because he stood by his company's employee Dmitry Sldyarov, a Russian computer programmer, who was charged with trafficking in equipment to circumvent copyrighted materials. I discovered the "Just for Fun Test" offered by QueenDom.Com. in which I happened to score in the major cojones category.

It seems that when events call for high levels of testosterone, "cojones" is be-

coming the descriptive word of choice in the English-language media. It is now the supposedly sanitized version of the equivalent English vulgarity. Until now, I had no idea that a word that in Spanish is rarely uttered in polite circles was becoming such a regular part of English usage.

But all this still doesn't explain why this word is acceptable as the name of a restaurant. West Hartford said no, but it looks as if Potter will keep the C.O. Jones moniker for his restaurant in Storrs.

As the "Chicago" song says: "Everybody you watch's got his brains in his crotch. What a shame. What became of class?"

Bessy Reyna is a free-lance writer whose column runs monthly. To leave her a comment in English or Spanish, please call 860-241-3165. Or e-mail her at bessy_reyna@hotmail.com.

THIS PAGE LEFT
BLANK
INTENTIONALLY

269 Clover Mill Rd.
Storrs, CT 06268
March 24, 2003

Item #24

To the Members of the Town Council;

It would appear to me that your recent resolution regarding the war on Iraq has not been well received by many towns-people.

From the sidelines, might I make a suggestion that might help to redeem you? May I suggest that you re-institute the practice of beginning the Council meetings with the Pledge of Allegiance to the Flag? In respect to people's rights who oppose this ritual, they could choose not to participate.

Sincerely,

Richard Pellegrine

THIS PAGE LEFT

BLANK

INTENTIONALLY