



**TOWN OF MANSFIELD**  
**TOWN COUNCIL MEETING**  
**MONDAY, April 28, 2003**  
**COUNCIL CHAMBERS**  
**AUDREY P. BECK MUNICIPAL BUILDING**  
**7:30 p.m.**

**AGENDA**

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CALL TO ORDER	
ROLL CALL	
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EXECUTIVE SESSION

## REGULAR MEETING-MANSFIELD TOWN COUNCIL-APRIL 14, 2003

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

### II. APPROVAL OF MINUTES

Mr. Schaefer moved and Mr. Haddad seconded to approve the minutes of March 24, 2003 as presented.

So passed unanimously.

Mr. Schaefer moved and Mr. Haddad seconded to approve the minutes of March 31, 2003 as presented.

So passed unanimously.

Mr. Schaefer moved and Mr. Haddad seconded to approve the minutes of April 9, 2003 as presented.

So passed. Mr. Martin voted no.

### III. PUBLIC HEARING

#### 1. Town of Mansfield Proposed Fiscal Year 2003-04 Budget

Richard Pellegrine, Clover Mill Road, urged the Council to consider the revenues being collected by the ambulance user fee to assist with the revenues for 03-04 budget. He also recommended declaring a moratorium on purchase of Open Space properties as a way to stabilize the budget. He asked if the sales on membership fees for the new Community Center gave any indication as to number of staff that should or should not be hired. He also asked that non-union professional staff wages be frozen.

Ed Zolnick, from the UConn Graduate Student Association, asked if the Council would reconsider funding the WRTD bus fare program.

Public Hearing was not closed, just recessed for further comments at a later Town Council meeting by community

IV. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

Richard Pellegrine, Clover Mill Road, inquired if members of the Council and those present would join him in reciting the Pledge of Allegiance to the flag.

Helen Koehn, 83 Separatist Road, spoke on her letter regarding the inappropriateness of the name of the new restaurant opening in Storrs, C.O.Jones, a Mexican Restaurant.

V. OLD BUSINESS

2. Supplemental Grant Application-Mt. Hope Road Bridge Culvert Replacement Project

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

So passed unanimously.

3. Issues Regarding the UConn Landfill including the UConn consent Order, Public Participation Relative to the Consent Order and Well Testing.

No action taken.

4. Community Center Walking Tract

No action taken.

5. University Spring Weekend

Town Manager reported that there have been many meetings with the public safety personnel in preparation for Spring Weekend.

VI. NEW BUSINESS

6. Proclamation Designating Month of April as Fair Housing Month in Mansfield

Mr. Martin moved that 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. Seconded by Mr. Schaefer.

So passed unanimously.

7. Small Cities Community Development Block Grant-Certificates of Completion

Mr. Rosen moved and Mr. Hawkins seconded to approve the following resolution:

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.

So passed unanimously.

8. Historic Documents Preservation Grant Application

Mr. Schaefer moved and Mr. Martin seconded 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 a Historic Preservation Grant in the amount of \$7,000.00.

So passed unanimously.

9. Quinebaug-Shetucket Heritage Corridor Partnership Grant-Natural Areas Volunteer Program

Mr. Haddad moved that 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. Seconded by Mr. Rosen.

So passed unanimously.

10. Quinebaug-Shetucket Heritage Corridor Partnership Grant-Natural Areas Volunteer Program-Waterfront Recreation Area along Willimantic River.

This item withdrawn for consideration.

11. Real Choice Systems Change Project

Mr. Schaefer moved that 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. Seconded by Mr. Rosen

So passed unanimously.

12. Rural Business Enterprise Grant-Downtown Mansfield Revitalization and Enhancement Project

Mr. Haddad moved that 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". Seconded by Mr. Hawkins.

So passed unanimously.

12. Status Report on Pending Claims and Litigation

No action taken.

VII. DEPARTMENTAL REPORTS

VIII. REPORTS OF COUNCIL COMMITTEES

IX. REPORTS OF COUNCIL MEMBERS

X. TOWN MANAGER'S REPORT

Two fire fighter assistance grants will be submitted. One for the Mansfield Vol. Fire Department for communication, and one for Eagleville Fire Department for accountability at fires.

Will be speaking to realtor regarding the Hitchcock property.

The final roof is going on over the pool, the work is moving along and the project is making fairly good progress.

Inquiry by a Council member on Town Attorney's opinion on the letter regarding Regional School #19 vacancy.

XI. FUTURE AGENDAS

XII. PETITIONS, REQUESTS AND COMMUNICATIONS

14. Schilling re: Storm Water Sampling Reports for Stadium Road Detention Basin
15. Planning and Zoning Commission re: PZC approval of Amendment to Art. X of the Zoning Regulation(temporary Sponsorship signs and Banners in Town Parks)
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
17. A. Barberet re: Draft 2004 Update: Connecticut Policies Plan for Conservation and Development

18. G. Padick re: Update-UConn Master Plan
19. Connecticut Department on Transportation re: 2003 Master Transportation Plan
20. C. van Zelm re: Meeting on Municipal Development Plan and Survey
21. Windham Region Council of Governments re: Enhancement Project Priorities
22. Windham Region Council of Governments re: "Windham Region Council of Governments Elects New Officers"
23. H. Koehn re: New Restaurant at site of former Corner Café
24. R. Pellegrine re: Pledge of Allegiance

XIII. EXECUTIVE SESSION

Not needed.

XIV. ADJOURNMENT

At 8:25 p.m. Mr. Martin moved and Mr. Haddad seconded to adjourn the meeting.

So passed unanimously.

Elizabeth Paterson, Mayor

Joan E. Gerdson, Town Clerk

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SPECIAL MEETING-MANSFIELD TOWN COUNCIL-APRIL 21, 2003

The special meeting of the Mansfield Town Council was called to order by Mayor Elizabeth Paterson at 6:30 p.m. in room C of the Audrey P. Beck Municipal Building.

I. ROLL CALL

Present: Bellm, Haddad(arrived at 6:32 p.m.) Hawkins, Paterson, Rosen, Schaefer, Martin, Thorkelson

Absent: Holinko

II. BUSINESS BUDGET 03-04

Flagged items:

Community Center, Purchased Services and other supplies

Jeff Smith, Director of Finance, presented Council with an Expenditure Budget for the Community Center. The #539 items, included advertising, printing and binding, postage, phone service. The #549 items, included uniforms, recreation supplies, medical supplies, vending supplies and special events.

Open Space budgeted item was discussed and the decision was to keep in the amount allocated. There is approximately \$800,00.00 in the present account. However, if a large piece of land or farm becomes available the Council may be interested in its purchase if it would be in the best interest of the town.

Jeff Smith discussed the possibility of bonding in November 2003 for the additional all day kindergarten class program and the need for portable classrooms.

Southeast Park Improvements discussion. Mr. Bellm discussed the philosophical difference of changing a multi-use field into a single-use field. He urged the Council to discuss matter.

Mr. Thorkelson moved and Mr. Schaefer seconded to add \$5,580.00 into the pre-paid fee program for the bus service for residents of Mansfield.

So passed unanimously.

Mr. Bellm moved and Mr. Martin seconded to delete the fence portion from Community Services under the proposed five-year Capital improvements and Spring Hill Field Accessibility Improvements/Fence Pg. 178.

Motion so passed, Paterson voted against said motion.

#### Board of Education Budget

Mr. Hawkins moved and Mr. Martin seconded to have the Board Of Education hold their increase to 4%, or to reduce their budget by approximately \$600,000.00 plus. Mr. Rosen asked what impact it would have on the educational program.

Motion so passed. Bellm voted against said motion.

Under the 2006/07 Capitol Budget, Mr. Bellm moved and Mr. Martin seconded to remove the Southeast Park improvements of \$155,000.00 for the Irrigation project.

So passed unanimously.

### III. ADJOURNMENT

Mr. Martin moved and Mr. Schaefer seconded to adjourn the meeting at 7:50 p.m.

So passed unanimously.

Elizabeth

**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 28, 2003

Town Council  
Town of Mansfield

**Re: Appointment of Member to Regional School District #19 Board of Education**

Dear Town Council:

Attached please find an opinion from the Town Attorney drafted in response to the Town Council's request for additional information regarding this issue.

Respectfully submitted,

Matthew W. Hart  
Assistant Town Manager

Attach:(2)

04/23/2003 15:38 0004231033 JOHN SUNUBRIEN PAGE 02

# Attorney Dennis O'Brien

120 Bolivia Street, Willimantic, Connecticut 06226 Tel (860) 423-2860 Fax (860) 423-1533  
April 23, 2003

Matthew W. Hart  
Assistant to the Town Manager  
Town of Mansfield  
Four South Eagleville Road  
Mansfield, CT 06268

## Region 19 Board of Education Minority [Party] Representation Issue

Dear Matt:

In letters to you dated February 17, 2003, and to Councilman Alan R. Hawkins on February 28, 2003, I concluded that the Region 19 Board of Education vacancy created by the interim resignation of Democrat Paul Brody should be filled by a Democrat in accordance with state law and the Charter of the Town of Mansfield.

You have given me a copy of a letter from Robert H. Lutts, Deputy Director of the Connecticut Republicans, to Carol Pellegrine raising a different but closely related and more important issue. Mr. Lutts wrote, "all four members of the Region 19 Board are Democrats," which is true. He then claimed, "This would be a clear violation of Section 203 [of the Charter of the Town of Mansfield], which is not preempted by CGS 10-46."

Section 203 of the Mansfield Charter provides for minority [party] representation on "any elective or appointive board, commission, committee or similar body of the town . . . ." (emphasis added). It would take a strained interpretation of section 203 to apply it to a regional board like the Region 19 Board of Education. Compare section 203 to Charter section 206 regulating "Vacancies" in "any elective office," which I applied to the Region 19 Board in my previous opinions, cited above.

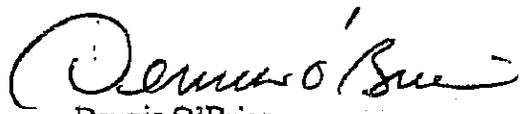
Much more important, Charter section 203, on which Mr. Lutts relies, is clearly preempted by Connecticut General Statutes section 10-46©, which unequivocally states that in the election of regional board of education members, ". . . section 9-167a . . . [of the Connecticut General Statutes] . . . shall not apply." The minority representation rule stated in Charter section 203 is virtually identical to the one contained in General Statutes section 9-167a, which, under General Statutes section 10-46 (b) "shall not apply" to the election of representatives to a regional board of education like ours. Therefore, Charter section 203 may not be included in the Region 19 election process.

Mr. Lutts has seized upon a general point of law point I made in my aforementioned letter to Councilman Hawkins, but he has misapplied it. There, I noted that under Connecticut General Statutes section 7-193, towns may alter the state mandated methods and procedures for the election of public officials, "unless specifically prohibited from making such alteration by the constitution or general statutes." (emphasis

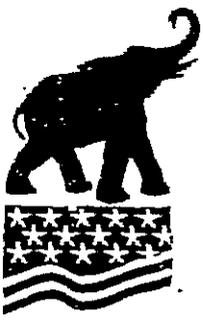
added). Here, the town is specifically prohibited from applying the minority representation provision of Charter section 203 by Connecticut General Statutes section 10-46©, which Mr. Lutts agreed, in the second paragraph of his letter, is controlling.

The simple answer to your inquiry is that the Mansfield delegation to the Region 19 Board of Education is legally constituted.

Very truly yours,



Dennis O'Brien  
Attorney at Law



# Connecticut Republicans

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

[www.ctgap.org](http://www.ctgap.org)

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

**TOWN OF MANSFIELD**  
**OFFICE OF THE TOWN MANAGER**



Martin H. Berliner, Town Manager

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FOUR SOUTH EAGLEVILLE ROAD  
MANSFIELD, CT 06268-2599  
(860) 429-3336  
FAX: (860) 429-6863

April 28, 2003

Town Council  
Town of Mansfield

**Re: Town of Mansfield Proposed Fiscal Year 2003/04 Budget**

Dear Town Council:

To date, the following actions have been taken with respect to the proposed budget:

- 1) The Regional School District #19 Board of Education reduced its proposed operating budget by \$333,500.
- 2) The council reduced the proposed Mansfield Board of Education Budget by \$628,233, resulting in an increase of \$614,077 or 4.0 percent.
- 3) The council restored \$5,580 in funding for the Windham Regional Transit District Prepaid Fare program.
- 4) The council eliminated the \$155,000 budgeted in the Capital Improvements Program, Fiscal Year 2006/07, for the proposed Southeast Park Improvements Project. (This action does not impact the general fund.)
- 5) And, the council eliminated the fence component for the Spring Hill Field Accessibility Improvements/Fence Project budgeted in the Capital Improvements Program, Fiscal Year 2005/06. (This action does not impact the general fund.)

For Monday night's meeting, we recommend that the Council approve the attached proposed resolutions in order to send the budget to the annual town meeting on May 13, 2003.

Respectfully submitted,

Matthew W. Hart  
Assistant Town Manager

Attach:(1)

## RESOLUTIONS

RESOLVED: That the General Fund Budget for the Town of Mansfield, appended totaling ~~\$25,111,980~~ is hereby adopted as the proposed operating budget for the Town of Mansfield for the fiscal year July 1, 2003 to June 30, 2004.

RESOLVED: That the Capital Fund Budget for the Town of Mansfield, appended totaling ~~\$1,569,600~~ is hereby adopted as the capital improvements to be undertaken during fiscal year 2003/04 or later years.

RESOLVED: That the proposed Capital and Non-Recurring Reserve Fund Budget for fiscal year July 1, 2003 to June 30, 2004 in the amount of ~~\$1,591,775~~ be adopted.

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

RESOLVED: That the proposed General Fund Budget for the Town of Mansfield for fiscal year July 1, 2003 to June 30, 2004 in the amount of ~~\$25,111,980~~ which proposed budget was adopted by the Council on April 28, 2003, be adopted and that the sums estimated and set forth in said budget be appropriated for the purpose indicated.

RESOLVED: That in accordance with Connecticut General Statutes Section 10-51, the proportionate share for the Town of Mansfield of the annual budget for Regional School District No. 19 shall be added to the General Fund Budget appropriation for the Town of Mansfield for fiscal year July 1, 2003 to June 30, 2004 and said sums shall be paid by the Town to the Regional School District as they become available.

RESOLVED: That the proposed Capital Projects Budget for fiscal year July 1, 2003 to June 30, 2004 in the amount of ~~\$1,569,600~~ be adopted provided that the portion proposed to be funded by bonds or notes shall, at the appropriate times, be introduced for action by the Town Council subject to a vote by referendum as required by Section 407 of the Town Charter.

RESOLVED: That the proposed Capital and Non-Recurring Reserve Fund Budget for fiscal year July 1, 2003 to June 30, 2004 in the amount of ~~\$1,591,775~~ be adopted.

**TOWN OF MANSFIELD**  
**OFFICE OF THE TOWN MANAGER**



Martin H. Berliner, Town Manager

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(860) 429-3336  
Fax: (860) 429-6863

April 28, 2003

Town Council  
Town of Mansfield

**Re: Project Grant Agreement – Mt. Hope Road Bridge Culvert Replacement Project**

Dear Town Council:

At its last meeting, the Council authorized staff to submit a supplemental application to the Connecticut Department of Transportation (ConnDOT) for the Mt. Hope Road Bridge Culvert Replacement Project. The project is designed to replace the large culvert on Mt. Hope Road near the Mansfield/Chaplin town line, and we plan to begin construction on 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.

The next step in the grant process is to complete the Project Grant Agreement. Therefore, staff recommends that the council authorize the manager to execute the agreement between the town and ConnDOT.

If the Council supports this recommendation, the state has requested that we adopt the following resolution:

*Be it RESOLVED, that Martin H. Berliner, Town Manager of the Town of Mansfield, is authorized to sign the agreement "Project Grant Agreement between the State of Connecticut and the Town of Mansfield under the Local Bridge Program for Mount Hope Road over Brook, Bridge No. 077002."*

Respectfully submitted,

Matthew W. Hart  
Assistant Town Manager

Attach:(4)

TOWN OF MANSFIELD  
MEMORANDUM  
4/23/03

TO: Martin H. Berliner, Town Manager  
FROM: Lon R. Hultgren, Director of Public Works   
**RE: Project Grant Agreement – Mt. Hope Road Culvert**

The next step in the local bridge grant process for the Mt. Hope culvert replacement is to execute the "Project Grant Agreement" with the Department of Transportation.

Excerpts of this agreement are attached. Council's action to adopt the attached resolution authorizing your execution of the agreement is respectfully requested.

cc: file

attach: 6

RESOLUTION

Project Description:

Local Bridge Program  
Mount Hope Road over Brook - Bridge No. 077002  
Town of Mansfield

Be it RESOLVED, that Martin H. Berliner, Town Manager, of the Town of Mansfield is authorized to sign the agreement "PROJECT GRANT AGREEMENT BETWEEN THE STATE OF CONNECTICUT AND THE TOWN OF MANSFIELD UNDER THE LOCAL BRIDGE PROGRAM For Mount Hope Road over Brook, Bridge No. 077002."

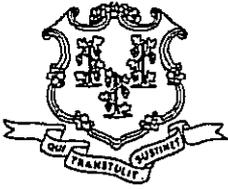
ADOPTED by the Board of Selectmen of the Town of Mansfield, Connecticut

on \_\_\_\_\_  
(date)

*(Municipal Seal)*

\_\_\_\_\_  
Signature of Clerk

\_\_\_\_\_  
Date



STATE OF CONNECTICUT  
DEPARTMENT OF TRANSPORTATION



2800 BERLIN TURNPIKE, P.O. BOX 317546  
NEWINGTON, CONNECTICUT 06131-7546  
Phone: (860) 594-3347

April 15, 2003

REC'D APR 22 2003

Mr. Martin H. Berliner  
Town Manager  
Town of Mansfield  
Audrey P. Beck Building  
4 South Eagleville Road  
Mansfield, CT 06268-2599

Dear Mr. Berliner:

Subject: Local Bridge Program  
Mount Hope Road over Brook- Bridge No. 077002  
Town of Mansfield

Enclosed are two originals of the State/Municipal Project Grant Agreement for the subject project.

Please sign these documents in accordance with the instructions noted below:

1. Your signature and those of two witnesses must be affixed to the signature page of both copies of the agreement.
2. The witnesses should sign in the same order on both agreements.
3. The witnesses' names should be typed or neatly printed beneath their signatures.
4. The Municipal Seal must be affixed upon the signature page of both copies of the agreement.
5. Do not complete the exhibit forms attached to the agreement at this time.

After both copies of the agreement have been signed, sealed, dated and witnessed, please return both originals, including the attachments, and the following, to the mailing address noted below:

- A resolution authorizing you, by name and title, to execute the project agreement. (See enclosed sample resolution.)

- A certified copy of the minutes of the meeting appropriating the funds for the municipal share of the project.
- Certified copy of the minutes of the meeting of the municipality's legislative body authorizing you, by name and title, to execute the project agreement.
- Certified notice of the Public Hearing.
- Certified copy of the minutes of the Public Hearing.

Mailing Address:

Mr. Stanley C. Juber  
Local Bridge Program Administrator  
Connecticut Department of Transportation  
P. O. Box 317546  
Newington, Connecticut 06131-7546

Once the Agreements have been signed by the State, one of the originals will be sent to you for your records.

If you have any questions, or need any assistance, please contact Mr. Stanley C. Juber, Administrator of the Local Bridge Program, at (860) 594-3213.

Very truly yours,



William R. Stark  
Transportation Principal Engineer (Structures)  
Bureau of Engineering and Highway Operations

Enclosures

cc: Mr. Lon R. Hultgren, P.E., Director of Public Works

**PROJECT GRANT AGREEMENT  
 BETWEEN THE STATE OF CONNECTICUT AND THE  
 TOWN OF MANSFIELD  
 UNDER THE LOCAL BRIDGE PROGRAM  
 FOR MOUNT HOPE ROAD OVER BROOK, BRIDGE NO. 077002**

THIS AGREEMENT, concluded at Newington, Connecticut, this \_\_\_\_\_ day of \_\_\_\_\_, 2003, by and between the State of Connecticut, Department of Transportation, James F. Byrnes, Jr., Commissioner, acting herein by Arthur W. Gruhn, Chief Engineer, Bureau of Engineering and Highway Operations, duly authorized, hereinafter referred to as the State, and the Town of Mansfield, a municipal corporation chartered under the laws of the State of Connecticut having its principal place of business at Audrey P. Beck Building, 4 South Eagleville Road, Mansfield, CT 06268-2599, acting herein by Martin H. Berliner, Town Manager, hereunto duly authorized, hereinafter referred to as the Municipality.

WITNESSETH, that

WHEREAS, Section 13a-175s of the General Statutes provides for the making of grants by the State to municipalities to finance in part the removal, replacement, reconstruction, rehabilitation or improvement of local bridges;

WHEREAS, the Municipality has applied for a grant from the State to finance in part the removal, replacement, reconstruction, rehabilitation or improvement of the Bridge (defined below);

WHEREAS, the State has issued a commitment to fund such grant dated July 3, 2002.

NOW THEREFORE, KNOW YE THAT:

THE STATE AND THE MUNICIPALITY MUTUALLY AGREE:

Section 1. Definitions

Section 1.1. For the purposes of this Agreement, the following words and terms shall have the respective meanings set forth as follows:

"Audit" means the audit of Project Costs provided by the Municipality in accordance with Section 5.6 of this Agreement and reviewed by the State in accordance with Section 6 of this Agreement.

"Bridge" means the bridge or culvert owned in whole or in part by the Municipality and/or which the Municipality must maintain under a legal or contractual obligation located at Mount Hope Road over Brook, Bridge No. 077002.

x

"Commissioner" means the Commissioner of the Connecticut Department of Transportation, or his designee.

"Event of Default" means an event of default specified in Section 7.1 of this Agreement.

"Grant" means the grant to be made by the State to the Municipality pursuant to Section 2.1 of this Agreement to finance in part the Project.

"Project" means the removal, replacement, reconstruction, rehabilitation or improvement of the Bridge by the Municipality.

"Project Costs" means the costs of the Project determined by the Commissioner to be necessary and reasonable.

"Supplemental Grant" means the grant to be made by the State to the Municipality pursuant to Section 2.2 of this Agreement to finance in part the Project.

## Section 2. The Grant

Section 2.1. The Grant Commitment. Subject to the terms and conditions of this Agreement, the State agrees to grant to the Municipality Thirty-Seven Thousand Nine Hundred Eighty-Four and 00/100 Dollars (\$37,984.00) (the "Grant"). The State's obligation to make the Grant shall terminate one hundred eighty (180) days from the date of this Agreement unless the conditions precedent to funding the Grant set forth in Section 4 of this Agreement are satisfied by that date.

Section 2.2. The Supplemental Grant Commitment. Subject to the terms and conditions of this Agreement and provided the Grant is made and Project Costs exceed One Hundred Fifteen Thousand Four Hundred Eighty-Eight and 00/100 Dollars (\$115,488.00), the State may, at the discretion of the Commissioner, grant to the Municipality a Supplemental Grant in a sum not to exceed an amount equal to 32.89% of the Project Costs minus the Grant. Such Supplemental Grant shall be made in accordance with Section 6.1 of this Agreement.

Section 2.3. Required Repayment of the Grant. If the Audit reveals that the Project Costs are less than One Hundred Fifteen Thousand Four Hundred Eighty-Eight and 00/100 Dollars (\$115,488.00), the Municipality shall, as soon as practicable, but not later than ninety (90) days after the State notifies the Municipality of the results of the Audit, repay the Grant in an amount equal to the Grant minus 32.89% of the Project Costs.

Section 2.4. Disbursements of Grant Proceeds. The Proceeds of the Project Grant shall be advanced by the State to the Municipality in accordance with the terms and conditions set forth in the "Tax Exempt Proceeds Fund, Inc., Deposit and Withdrawal Provisions" attached hereto. The term "Recipient" as used in the "Tax Exempt Proceeds Fund, Inc., Deposit and Withdrawal Provisions" shall mean the Municipality. The Municipality hereby agrees to execute the "Tax Exempt Proceeds Fund, Inc., Deposit and Withdrawal Provisions" and to thereafter comply with all the terms, covenants and conditions contained within the "Tax Exempt Proceeds

IN WITNESS WHEREOF, the parties hereto have caused this Project Grant Agreement to be duly executed as of the day and year first above written.

Witnesses:

STATE OF CONNECTICUT  
DEPARTMENT OF TRANSPORTATION  
James F. Byrnes, Jr., Commissioner

\_\_\_\_\_  
Name:

By \_\_\_\_\_ (Seal)  
Arthur W. Gruhn  
Chief Engineer  
Bureau of Engineering and Highway Operations

\_\_\_\_\_  
Name:

Date: \_\_\_\_\_

Witnesses:

MUNICIPALITY  
TOWN OF MANSFIELD, Connecticut

\_\_\_\_\_  
Name:

By \_\_\_\_\_ (Seal)  
Martin H. Berliner  
Town Manager

\_\_\_\_\_  
Name:

Date: \_\_\_\_\_

Approved as to Form:

\_\_\_\_\_  
Attorney General  
State of Connecticut

Date: \_\_\_\_\_

**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 28, 2003

Town Council  
Town of Mansfield

**Re: University Spring Weekend**

Dear Town Council:

The University Spring Weekend is scheduled to run from this Thursday, April 24<sup>th</sup> through Sunday, April 27<sup>th</sup>. As they have for the past several years, state, town and university personnel have collaborated to develop plans and scenarios to manage the public safety aspects of the event. In addition, the town's Social Services Department has worked with the Regional School District #19 to encourage parents to keep their underage children away from the activities (see attached correspondence).

At this point, we hope the weekend runs without serious incident, and that injuries and property damage are minimized. In addition, we would like to thank and commend our firefighters, police officers and other public safety personnel for the time and energy that they have put into preparing for the event, and for protecting the health and property of the participants and our residents.

We will be able to provide you with an oral report at Monday's meeting.

Sincerely,

Matthew W. Hart  
Assistant Town Manager

Attach:(2)

REGIONAL SCHOOL DISTRICT #19  
DWIN O. SMITH HIGH SCHOOL  
Ashford, Mansfield and Willington, CT

1235 Storrs Road  
Storrs, CT 06268-2287  
860-487-1862  
Fax: 860-429-0085

Bruce W. Silva  
Superintendent

April, 2003

Dear Parent/Guardian:

The University of Connecticut's Spring Weekend is scheduled to begin on Thursday, April 24, and run through Sunday, April 27.

In past years, thousands of college and high school age students have converged upon the campus of the University of Connecticut to celebrate this weekend. The university's sanctioned activities have been supervised and safe while other "unofficial events" were illegal, dangerous and unruly. We have had numerous high school students injured in these activities. We urge you to be aware of the risks and liabilities of these activities as many have led to arrests and court costs. We are sure that you do not wish your adolescents involved in these arrests, injuries or hospitalizations.

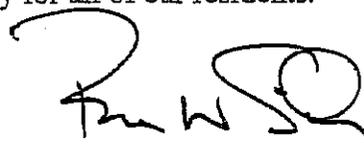
*If there is ever a weekend that you need to keep a tight rein on your son/daughter, please be aware that Spring Weekend is one of those times.* Beginning on Thursday, these nights are prime times for parties, drinking and arrests as a result of participation in unsanctioned events held at UCONN and within the Towns of Mansfield, Ashford and Willington.

We are all working together to make this a safe community and environment for everyone. Please be aware of where your children are, who they are with, and what they are doing. This is a time to cooperate and communicate with your children, your neighbors and your friends about the risks involved in underage drinking and other illegal activities. By working together we can minimize these risks and make this a safer community for all of our residents.

Sincerely,



Sergeant Michael Darcy  
Mansfield Resident  
State Trooper



Bruce W. Silva  
Superintendent  
E.O. Smith High School

**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  
ax: (860) 429-6863

April 15, 2003

Dear Permittee:

As you may know, the University of Connecticut Spring Weekend is scheduled for this Thursday, April 24<sup>th</sup> through Sunday, April 27<sup>th</sup>. The town is working closely with the Connecticut State Police and University officials to limit some of the troubles that we have experienced in the past.

Many of our past problems can be attributed to the consumption of alcoholic beverages by minors. Consequently, I am asking for your assistance to prevent minors from purchasing alcohol, which will serve to avoid the problems associated with such illegal purchases. You can help by being extra careful to "card" prospective buyers.

In addition, we request that the sale of glass bottles be discouraged wherever possible. "Flying glass bottles" thrown by partygoers and other individuals have caused numerous injuries in recent years and have helped to inflame potentially dangerous situations.

We greatly appreciate your cooperation.

Sincerely,

Martin H. Berliner  
Town Manager

MHB:mwh

CC: Mansfield Town Council  
Mike Darcy, Resident State Trooper  
Robert Hudd, Chief, University of Connecticut Police Department  
Thomas Callahan, Special Assistant to the President, University of Connecticut

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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 28, 2003

Town Council  
Town of Mansfield

**Re: Contract Renewal between the Town of Mansfield and the Connecticut Department of Public Safety for Resident Trooper Services**

Dear Town Council:

Please find attached a proposed contract between the town and the Connecticut Department of Public Safety to continue the resident state trooper program. The contract would run from July 1, 2003 to June 30, 2005 and would provide the services of five resident troopers. As in previous years, the town would be responsible for funding 70 percent of the cost of the program.

Because the town has been well served by the resident state trooper program, we recommend that the Council authorize the Manager to renew the proposed contract.

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

*Resolved, effective April 28, 2003, that Town Manager Martin H. Berliner be and is herewith authorized to execute a contract on behalf of the Town of Mansfield with the Connecticut Department of Public Safety, Division of State Police, for the services of five (5) resident state troopers for the period July 1, 2003 to June 30, 2005.*

Respectfully submitted,

Matthew W. Hart  
Assistant Town Manager

Attach: (1)

CONTRACT BETWEEN THE STATE OF CONNECTICUT  
DEPARTMENT OF PUBLIC SAFETY, DIVISION OF STATE POLICE  
AND THE

TOWN OF: Mansfield, Connecticut

TOWN ADDRESS: Audrey P. Beck Building  
4 South Eagleville Road  
Storrs, CT 06268

TOWN FEIN#: 06-6002032                      AGREEMENT #: 2000/291

CONTRACT PERIOD: July 1, 2003 TO June 30, 2005

In consideration of the Town of Mansfield (hereinafter "Town") paying all costs pursuant to Connecticut General Statutes Section 29-5 and other good and valuable consideration, the Department of Public Safety, Division of State Police hereby agrees to provide the Town of Mansfield with the services of five resident state trooper(s) during the above-referenced contract period.

This Contract is subject to the following additional terms and conditions:

**I. Law Enforcement Operations and Activities**

The Town shall delegate to the Division of State Police the authority to supervise and direct the law enforcement operations of appointed constables and police in the Town. All town police officers/constables shall be subject to the applicable provisions of the current Administration and Operations Manual of the Department of Public Safety. The applicable manual sections shall be provided to the chief executive officer and each town police officer/constable of the resident trooper town.

**A. Investigative Methods**

The use of investigative methods (execution of arrest or search warrants, pursuits, etc.) and reporting procedures in the Town shall be consistent with the policies and procedures of the Department of Public Safety.

Serious crimes, serious injury crimes and most incidents that involve in-depth follow-up investigation, evidence seizure, search warrants and out of town investigative work shall be conducted by the resident trooper, personnel assigned to the troop, respective major crime

unit or any investigative unit deemed appropriate by the shift supervisor. The shift supervisor may make exceptions to this policy. A serious or in-depth case may be assigned to a town police officer/constable by a shift supervisor after taking into consideration the nature of the case, requirements of the investigation, the shift resources, response time, and the experience and training of the town police officer/constable.

Every effort will be made to allow a town police officer/constable to remain involved in self-initiated serious criminal investigations.

## **B. Records and Reports**

All investigative records shall be maintained by the Department of Public Safety. All investigative reporting shall be prepared on forms approved for use by the Department of Public Safety, Division of State Police and in the proper Division of State Police format.

## **C. Chain of Command**

Resident troopers, who hereinafter, shall include Resident State Police Sergeants, where applicable, shall supervise the law enforcement activities of all town police officers/constables. The chief executive officer (hereinafter "CEO") of a resident trooper town shall have direct access to the troop commander, the resident trooper supervisor and resident troopers for regular and on-going communications regarding law enforcement problems in the community.

The intent of this contract is to provide positive direction for the working relationship between town police officers/constables and the state police personnel. All significant conflicts shall be referred to the Connecticut State Police duty supervisor. Matters remaining unresolved shall be brought to the attention of the commanding officer.

## **D. Scheduling**

Scheduling, including starting/ending times, vacation/other personal leave time, of town police officers/constables shall generally be performed by the resident trooper, taking into consideration the needs of the town, good police practices, consultation or requests by the Town CEO, and any rights of the town police officer/constable as specified in existing labor contract agreements.

### **E. Overtime/Special Events**

1. The Town shall reimburse the Department of Public Safety for costs associated with resident trooper overtime expenditures consistent with the Department's Administrative and Operations Manual Section 12.7. The Town CEO and Troop Commanding Officer shall meet to resolve any disputes regarding state police overtime costs.
2. The Town CEO, in consultation with the resident trooper, shall be responsible for scheduling special duty jobs (i.e. road construction and fairs) for town police officers/constables.

### **F. Span of Control**

Span of Control issues regarding supervision of town police officers/constables shall be based on recognized police practices in consultation with the town's CEO.

### **G. Telecommunications**

The Town shall follow all Department procedures regarding use, access and maintenance of department supplied telecommunications equipment and technology.

### **H. Use of Police Canines by Town Police Officers/Constables**

The use of police canines by town police officers/constables shall be consistent with the policies and procedures of the Department of Public Safety. Towns electing to use alternative programs for training and recertification for police canines shall assume all costs associated with such programs. In the event a town police canine is employed in a manner inconsistent or contrary to the policies and procedures of the Department of Public Safety, the Town assumes all liability for any injuries or damages caused thereby.

## **II. Administrative Responsibility**

The Town shall retain administrative responsibility for its personnel, including but not limited to, ensuring compliance with POST requirements regarding hiring, lateral entry appointments, and in-service training responsibilities.

### **A. Administrative Investigations/Discipline**

Allegations of misconduct on the part of the town police officer/constable shall be investigated by the resident trooper or other designated Connecticut State Police investigator.

All internal administrative investigations shall be conducted consistent with existing labor contract agreements. Imposition of discipline, if any, shall be the responsibility of the Town.

### **B. Evaluations**

The Town recognizes that evaluations are: 1) an effective supervisor's tool; and 2) that they identify superior or substandard work performance.

Consistent with existing labor agreements, the resident trooper and the Department of Public Safety shall provide recommendations for any interim or annual evaluation of the work performance of the town police officer/constable.

The Town, in conjunction with the State Police, shall implement an evaluation system of the work performance for all of the town's police officers/constables.

The Town shall make the final disposition on all work performance evaluations.

### **III. Costs and Schedule of Payments**

The Town shall pay costs, including overtime costs, in accordance with Connecticut General Statutes Section 29-5, as it may from time to time be amended.

### **IV. Risk of Loss and Indemnification**

The Town assumes the risk of loss for any and all activity involving constables, municipal police or other municipal personnel providing police services and will hold harmless the State of Connecticut from any cause or action arising out of the activity of such constables, police or other municipal personnel, or if applicable, the activity of any town police canine. For the period covered by this Contract, the Town will insure itself and its personnel with a \$1,000,000.00 combined single limit police professional liability or law enforcement liability insurance policy, or its equivalent, naming the State of Connecticut as an additional insured with respect to any liability for acts of constables, municipal police or other municipal personnel, or if applicable, the activity of any town police canine and submit a certificate of insurance (or self-insurance) to the Department of Public Safety prior to the effective date of this Contract.

It is understood and agreed by the parties that each resident state trooper exercising his or her police power or performing services pursuant to this Contract is an employee of the State of Connecticut and not of the Town and that, except to the extent limited by law, the State of Connecticut, and not the Town, is responsible for such resident trooper's actions.

## **V. Notices**

Any written notices required under this Contract shall be delivered as follows:

If to the Town:

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

If to the Department of Public Safety:

Arthur L. Spada, Commissioner  
Department of Public Safety  
1111 Country Club Road  
Middletown, CT 06457-9294

## **VI. Non-Discrimination**

The Contractor agrees and warrants that in the performance of the contract such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation or physical disability, including, but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States or of the state of Connecticut. The contractor further agrees to take affirmative action to insure that applicants with job-related qualifications are employed and that employees are treated when employed without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation, or physical disability, including, but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved; (2) the contractor agrees, in all solicitations or advertisements for employees placed by or on behalf of the contractor, to state that it is an "affirmative action-equal opportunity employer" in accordance with the regulations adopted by the commission; (3) the contractor agrees to provide each labor union or representative of workers with which such contractor has a collective bargaining agreement or other contract or understanding and

each vendor with which such contractor has a contract or understanding, a notice to be provided by the commission advising the labor union or workers' representative of the contractor's commitments under this section and to post copies of the notice in conspicuous places available to employees and applicants for employment; (4) the contractor agrees to comply with each provision of this section and sections 46a-68e and 46a-68f and with each regulations or relevant order issued by said commission pursuant to sections 46a-56, 46a-68e and 46a-68f; (5) the contractor agrees to provide the Commission on Humans Rights and Opportunities with such information requested by the commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the contractor as relate to the provisions of this section and section 46a-56. If the contract is a public works contract, the contractor agrees and warrants that he will make good faith efforts to employ minority business enterprises as subcontractors and suppliers of materials on such public works project.

A. For the purposes of this section, "minority business enterprise" means any small contractor or supplier of materials fifty-one percent or more of the capital stock, if any, or assets of which is owned by a person or persons: (1) Who are active in the daily affairs of the enterprise; (2) who have the power to direct the management and policies of the enterprise and (3) who are members of a minority, as such term is defined in subsection (a) of section 32-9n; and "good faith" means that degree of diligence which a reasonable person would exercise in the performance of legal duties and obligations; "Good faith efforts" shall include, but not be limited to, those reasonable initial efforts necessary to comply with statutory or regulatory requirements and additional or substituted efforts when it is determined that such initial efforts will not be sufficient to comply with such requirements.

For purposes of this section, "commission" means the commission on human rights and opportunities.

For purposes of this section, "public works contract" means any agreement between any individual, firm or corporation and the state or any political subdivision of the state other than a municipality for construction, rehabilitation, conversion, extension, demolition or repair of a public building, highway or other changes or improvements in real property, or which is financed in whole or in part by the state, including, but not limited to, matching expenditures, grants, loans, insurance or guarantees.

B. Determination of the contractor's good faith efforts shall include but shall not be limited to the following factors: The contractor's employment and subcontracting policies, patterns and practices; affirmative advertising, recruitment and training; technical assistance activities and

such other reasonable activities or efforts as the commission may prescribe that are designed to ensure the participation of minority business enterprises in public works projects.

C. The contractor shall develop and maintain adequate documentation in a manner prescribed by the commission, of its good faith efforts.

D. The contractor shall include the provisions of this section in every subcontract or purchase order entered into in order to fulfill any obligations of a contract with the state and such provisions shall be binding on a subcontractor, vendor or manufacturer unless exempted by regulations or orders of the commission. The contractor shall take such action with respect to any such subcontract or purchase orders as the commission may direct as a means of enforcing such provisions including sanctions for noncompliance in accordance with section 46a-56; provided, if such contractor becomes involved in, or is threatened with, litigation with with a subcontractor or vendor as a result of such direction by the commission, the contractor may request the state of Connecticut to enter into any such litigation or negotiation prior thereto to protect the interests of the state and the state may so enter.

## **VII. Non-Discrimination (Sexual Orientation).**

Pursuant to Connecticut General Statutes section 4a-60a:

A. The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of sexual orientation, in any manner prohibited by the laws of the United States or of the state of Connecticut, and that employees are treated when employed without regard to their sexual orientation; (2) the contractor agrees to provide each labor union or representative or workers with which such contractor has a collective bargaining agreement or other contract or understanding and each vendor with which such contractor has a contract or understanding, a notice to be provided by the Commission on Human Rights and Opportunities advising the labor union or workers' representative of the contractor's commitments under this section, and to post copies of the notice in conspicuous places available to employees and applicants for employment; (3) the contractor agrees to comply with each provision of this section and with each regulation or relevant order issued by said commission pursuant to section 46a-56; (4) the contractor agrees to provide the Commission on Human Rights and Opportunities with such information requested by the commission, and permit access to pertinent books, records and accounts, concerning the employment practices and

procedures of the contractor which relate to the provisions of this section and section 46a-56.

B. The contractor shall include the provisions of subsection (a) of this section in every subcontract or purchase order entered into in order to fulfill any obligation of a contract with the state and such provisions shall be binding on a subcontractor, vendor or manufacturer unless exempted by regulations or orders of the commission. The contractor shall take such action with respect to any such subcontractor or purchase order as the commission may direct as a means of enforcing such provisions including sanctions for noncompliance in accordance with section 46a-56; provided, if such contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the commission, the contractor may request the state of Connecticut to enter into any such litigation or negotiation prior thereto to protect the interests of the state and the state may so enter.

### **VIII. Governor's Executive Orders**

This Contract is subject to the provisions of Executive Order No. Three of Governor Thomas Meskill promulgated June 16, 1971, and, as such, this Agreement may be canceled, terminated, or suspended by the State Labor Commissioner for violation of or noncompliance with said Executive Order No. Three, or any state or federal law concerning nondiscrimination, notwithstanding that the Labor Commissioner is not a Party to this Contract. The Parties to this Contract, as part consideration hereof, agree that said Executive Order No. Three is incorporated herein by reference and made a part hereof. The Parties agree to abide by said Executive Order and agree that the State Labor Commissioner shall have continuing jurisdiction in respect to contract performance in regard to non-discrimination, until the contract is completed or terminated prior to completion. The contractor, agrees, as part consideration hereof, that this Contract is subject to the Guidelines and Rules issued by the State Labor Commissioner to implement Executive Order No. Three, and that he will not discriminate in his employment practices or policies, will file all reports as required, and will fully cooperate with the State of Connecticut and the State Labor Commissioner.

This Contract is also subject to the provisions of Executive Order No. Seventeen of Governor Thomas Meskill promulgated February 15, 1973, and, as such, this Contract may be canceled, terminated or suspended by the contracting agency or the State Labor Commissioner for violation of or noncompliance with said Executive Order No. Seventeen, notwithstanding that the Labor Commissioner may not be a party to this Contract. The Parties to this Contract, as part of the consideration hereof, agree that Executive Order No. Seventeen is incorporated herein by reference and made a part hereof. The Parties agree to abide by said Executive Order and agree that the contracting agency and the State Labor Commissioner have joint and several continuing jurisdiction in respect to contract

performance in regard to listing all employment openings with the Connecticut State Employment Service.

This Contract is also subject to the provisions of Executive Order No. Sixteen of Governor John Rowland concerning Workplace Violence promulgated August 4, 1999, and, as such, this Contract may be canceled, terminated or suspended by the contracting agency for violation of or noncompliance with said Executive Order No. Sixteen. The Parties to this Contract, as part of the consideration hereof, agree that Executive Order No. Sixteen is incorporated herein by reference and made a part hereof.

**IX. Termination**

This Contract shall remain in full force and effect for the entire term of the Contract period stated above unless sooner terminated by either the Town or the Department of Public Safety by providing thirty (30) days prior written notice of its intent to terminate the Contract.

Town of Mansfield

State of Connecticut  
Department of Public Safety

By \_\_\_\_\_  
Its  
Duly Authorized

By \_\_\_\_\_  
Its Commissioner

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Approved as to Form:

\_\_\_\_\_  
Associate Attorney General  
Office of the Attorney General

Date: \_\_\_\_\_

**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 28, 2003

Town Council  
Town of Mansfield

**Re: Highway Safety Grant Application**

Dear Town Council:

Attached please find an application to the Connecticut Department of Transportation's Highway Safety Grant Program to purchase traffic classifying equipment for the town. As explained by the Director of Public Works, the equipment would be used by the police and the Mansfield Traffic Authority to determine driving speeds on various town roads, and to assign radar patrol units to problem areas.

The application consists of a proposal to purchase two classifiers and the related software and installation equipment. The total project cost is anticipated at \$7,267, of which the grant would fund \$5,813 (80 percent) and the town would be required to match the remaining \$1,453 (20 percent). The town's match is available in the Public Work's budget, so no additional appropriation would be necessary.

Because the classifying equipment would assist the town in its efforts to control speeding and other motor vehicle violations, staff recommends that the Town Council authorize the Town Manager to execute the grant application.

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

*Move, effective April 28, 2003, to authorize the Town Manager to submit a grant application in the amount of \$7,267 to the Connecticut Department of Transportation's Highway Safety Grant Program to purchase traffic classifying equipment for the town.*

Sincerely,

Matthew W. Hart  
Assistant Town Manager

TOWN OF MANSFIELD  
MEMORANDUM  
4/23/03

TO: Martin H. Berliner, Town Manager  
FROM: Lon R. Hultgren, Director of Public Works  
**RE: Highway Safety Grant Application**



Sergeant Darcy has recommended we apply for traffic classifying equipment under this year's Highway Safety Grant program. This classifying equipment will assist Sgt. Darcy and the Mansfield Traffic Authority in determining speeds on various sections of Town roads which will assist him in dispatching and assigning the radar patrol units.

Enclosed is a copy of the grant application to acquire two classifiers (one for each lane) and the software and installation equipment needed to use them. The Engineering Division will put them in use immediately (our old "tube style" counter is in the process of being repaired). The 20% local match will be taken from the Engineering activity equipment and training line items.

Authorization to file for this grant on behalf of the Town is respectfully requested.

cc: Grant Meitzler, Assistant Town Engineer  
Ken Such, Engineering Technician

attach: grant application (six pages)

**DHS  
STATE OF CONNECTICUT  
DEPARTMENT OF TRANSPORTATION  
  
DIVISION OF HIGHWAY SAFETY**

SHADED AREA FOR DHS USE ONLY

PROJECT NO. 183		
PROGRAM DESCRIPTION Police/Traffic Services	PROGRAM AREA 03 PT-157	
DATE RECEIVED	DATE APPROVED	

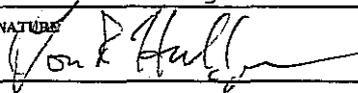
**HIGHWAY SAFETY PROJECT APPLICATION**  
ACCEPTANCE—IT IS UNDERSTOOD AND AGREED BY THE UNDERSIGNED THAT FUNDS RECEIVED AS A RESULT OF THIS APPLICATION IS SUBJECT TO THE REGULATIONS GOVERNING HIGHWAY SAFETY PROJECTS. THIS AGREEMENT MAY BE TERMINATED BY EITHER PARTY IN ACCORDANCE WITH DHS POLICY. COPY OF POLICY OBTAINED UPON REQUEST.

<b>1. PROJECT TITLE</b> TRAFFIC ENFORCEMENT EQUIPMENT PROGRAM – City/Town of: <u>Mansfield</u>	
<b>2. GOVERNMENTAL UNIT</b> Town of Mansfield	<b>3. ADDRESS OF GOVERNMENTAL UNIT (W/ZIP CODE)</b> 4 South Eagleville Road, Storrs, CT 06268
<b>4. APPLICANT</b> Mansfield Resident State Trooper's Office	<b>5. ADDRESS OF APPLICANT (W/ZIP CODE)</b> same as above
<b>6. FEDERAL IDENTIFICATION NO.</b> N/A	<b>7. ANTICIPATED PROJECT START-UP DATE</b>

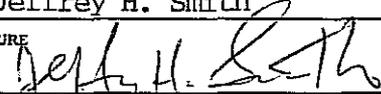
APPROVED PROJECT PERIOD (MO./DAY/YR.) FOR DHS USE ONLY

<b>FROM:</b>	<b>THROUGH:</b> July 31, 2003
--------------	-------------------------------

**8A. PROJECT DIRECTOR**

<b>(1) NAME (FIRST, MIDDLE INITIAL, LAST)</b> Lon R. Hultgren	<b>(2) TITLE</b> Director of Public Works	<b>(3) TELEPHONE NO.</b> 860-429-3332
<b>(4) SIGNATURE</b> 	<b>(5) ADDRESS AND ZIP CODE</b> 4 South Eagleville Road, Storrs, CT 06268	

**8B. FINANCIAL OFFICER**

<b>(1) NAME (FIRST, MIDDLE INITIAL, LAST)</b> Jeffrey H. Smith	<b>(2) TITLE</b> Director of Finance	<b>(3) TELEPHONE NO.</b> (860) 429-3342
<b>(4) SIGNATURE</b> 	<b>(5) ADDRESS AND ZIP CODE</b> 4 South Eagleville Road, Storrs, CT 06268	

**8C. AUTHORIZING OFFICIAL OF GOVERNMENTAL UNIT**

<b>(1) NAME (FIRST, MIDDLE INITIAL, LAST)</b> Martin H. Berliner	<b>(2) TITLE</b> Town Manager	<b>(3) TELEPHONE NO.</b> (860) 429-3336
<b>(4) SIGNATURE</b>	<b>(5) ADDRESS AND ZIP CODE</b> 4 South Eagleville Road, Storrs, CT 06268	

**APPROVAL—(FOR DHS USE ONLY)**

<b>A. DHS STAFF EVALUATION</b>  RECOMMEND APPROVAL _____  RECOMMEND DENIAL _____	<b>B. FISCAL REVIEW COMPLETED BY:</b>	<b>C. DATE:</b>
	<b>D. PROGRAM REVIEW COMPLETE BY:</b>	<b>E. DATE:</b>
<b>F. OBLIGATED FEDERAL FUNDS</b>  FY: <u>2003</u>	<b>G. NAME</b> Susan C. Maloney	<b>H. TITLE</b> Governor's Highway Safety Representative
	<b>I. SIGNATURE</b>	<b>J. DATE</b>

<b>THIS ACTION:</b> S
<b>PREVIOUS:</b> S
<b>TOTAL:</b> S

PROJECT TITLE	APPLICANT
TRAFFIC ENFORCEMENT EQUIPMENT PROGRAM	Town of Mansfield

## 9. STATEMENT OF THE PROBLEM AND BACKGROUND INFORMATION

Motor vehicle travel is the primary means of transportation in the United States. For all its advantages, deaths and injuries resulting from motor vehicle crashes are the leading cause of death for persons of every age from 6 to 27 years old. Traffic fatalities account for more than 90 per-cent of transportation-related fatalities. One person dies every 13 minutes in a motor vehicle crash in the United States.

Increasing community demands on law enforcement agencies, existing crime rates and shifting priorities often direct resources away from traffic enforcement. The continued demand to move law enforcement personnel from traffic services to crime-fighting, the cost of acquiring and maintaining available traffic enforcement equipment, budgetary constraints, and continued increases in the numbers of licensed drivers and registered vehicles are factors that presently affect the status of police traffic services.

## 10. OBJECTIVES

--To provide co-funding to all interested Connecticut police agencies for the purchase of traffic enforcement equipment.

--To increase compliance with Connecticut's motor vehicle laws.

--To reduce the number and severity of traffic crashes through dedicated traffic enforcement.

--To publicize the purchasing of the equipment with respect to enforcement, thus increasing the public's awareness of enforcement efforts.

PROJECT TITLE	APPLICANT
TRAFFIC ENFORCEMENT EQUIPMENT PROGRAM	Town of Mansfield

11. ACTIVITIES AND PROCEDURES

--A highway safety application will be sent to each municipality/agency for required signatures and returned to the Division of Highway Safety.

--Upon receiving formal written approval, the purchase of traffic enforcement equipment can be initiated.

--The municipality/agency will bear the responsibility of ordering the equipment and assuring delivery.

--As grants are reimbursable, the municipality/agency will pay for the equipment, and submit a claim for reimbursement, with proof of payment, to the Division of Highway Safety. Acceptable forms of documentation for proof of payment are either a copy of an invoice stamped "PAYMENT RECEIVED" by the vendor; or, a copy of both sides of the canceled check used to purchase the equipment.

PROJECT TITLE	APPLICANT
TRAFFIC ENFORCEMENT EQUIPMENT PROGRAM	Town of Mansfield

12. BUDGET DETAIL

A.	PERSONNEL SERVICES	\$ -0-
B.	CONTRACTUAL SERVICES	\$ -0-
C.	OPERATING COSTS	\$ -0-
D.	EQUIPMENT* (Description and cost)	\$ 7,267 .00
	(2) Numetrics Portable Traffic Counter/Classifier NC971PKG	\$2,770.00
	(3) Protective covers for above	\$ 597.00
	(1) PC Software to download NC97 data to PC	\$1,410.00
	(1) Programmer/inter/interrogator for download to PC	\$ 360.00
	(1) Screw gun/Hammer driver Installation kit for above	\$1,720.00
	(1) Verification receiver for NC97	\$ 410.00
		<u>\$7,267.00</u>
E.	INDIRECT COSTS	\$ -0-
		-----
	TOTAL	\$ 7, 267.00

PROJECT TITLE	APPLICANT
TRAFFIC ENFORCEMENT EQUIPMENT PROGRAM	Town of Mansfield

### 13. CONTINUATION AND COST ASSUMPTION

1. Each Municipality/agency upon receiving traffic enforcement equipment under this project will, at it's own expense, maintain such equipment in good working order for the useful life (five years from the date of receipt) of the equipment.

2. Equipment purchased under this highway safety project is bound to continued use in a highway safety related capacity by federal regulation. If highway safety use of this equipment is discontinued at any time, the National Highway Traffic Safety Administration (NHTSA) requires a refund of the equipment's residual value.

3. The Division of Highway Safety reserves the right to request a refund of the equipment's residual value or take possession of the equipment at any time if the terms and conditions of this Highway Safety Grant are not met.

FEDERAL PROGRAM REQUIREMENTS stipulate that CONNDOT/DHS monitor this equipment for a period of five years. Upon five years of receipt, unless otherwise notified, all federal requirements will have been met, and complete title of this equipment transfers to the municipality/agency.

PROJECT TITLE	APPLICANT
TRAFFIC ENFORCEMENT EQUIPMENT PROGRAM	Town of Mansfield

14. BUDGET SUMMARY

COST CATEGORY	AMOUNT	SOURCE OF FUNDS	TOTAL
PERSONNEL SERVICES	\$ -0-	FEDERAL FUNDS 80%	\$5,813.60
CONTRACTUAL SERVICES	\$ -0-	NON-FEDERAL 20%	\$1,453.40
OPERATING COSTS	\$ -0-	TOTAL FUNDS	\$7,267.00
EQUIPMENT	\$ 7,267.00		
INDIRECT COSTS	\$ -0-		
TOTAL BUDGETED	\$ 7,267.00		

BUDGET SUMMARY APPROVAL (DHS USE ONLY)

COST CATEGORY	AMOUNT	SOURCE OF FUNDS	TOTAL
PERSONNEL SERVICES	\$ -0-	FEDERAL FUNDS 80%	\$
CONTRACTUAL SERVICES	\$ -0-	NON-FEDERAL 20%	\$
OPERATING COSTS	\$ -0-	TOTAL FUNDS	\$
EQUIPMENT	\$		
INDIRECT COSTS	\$ -0-		
TOTAL APPROVED	\$		

**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 28, 2003

Town Council  
Town of Mansfield

**Re: Designation of Auditor to Conduct Financial Audit for Fiscal Year 2002/03**

Dear Town Council:

Attached please find correspondence from the Director of Finance requesting that the Council reappoint the firm of Kostin, Ruffkess and Company to complete the financial audit. As the Director points out, although we would normally change auditors for this year, we would like to continue with the same firm because we are in the process of implementing the Government Accounting Standards Board's (GASB) Statement No. 34. The introduction of GASB No.34 will be a significant change, and it would be beneficial to use a firm that is very familiar with the town.

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

*Move, effective April 24, 2003 to appoint the firm of Kostin, Ruffkess and Company to conduct the town's financial audit for fiscal year 2002/03.*

Respectfully submitted,

Matthew W. Hart  
Assistant Town Manager

Attach:(1)

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**INTER**

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**OFFICE**

**MEMO**

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**FINANCE DEPARTMENT, TOWN OF MANSFIELD**

**To:** Martin H. Berliner, Town Manager  
**From:** Jeffrey H. Smith, Director of Finance   
**Subject:** Financial Audit FY 2002/03  
**Date:** April 23, 2002

Section 312 of Town Charter requires the Town Council to annually designate an independent public accounting firm to audit the books and accounts of the Town in accordance with the provisions of Section 7-392(c) of the General Statutes as amended.

Kostin, Ruffkess and Company has been our auditors for the past five years. Normally, it has been our policy to change audit firms periodically, but at least every five years. This year, however, I am requesting that we extend their engagement for a sixth year. The reason for this is that the Town will be implementing the Governmental Accounting Standards Board's Statement No. 34 at 6-30-03. This is the most significant change in governmental accounting in the past fifty years. It will require a high level of expertise in governmental accounting and the requirements of statement 34, and more specifically knowledge of the Town of Mansfield. Because of this new requirement, I do not feel that it is in the Town's best interest to change auditors this year.

I have included \$27,500 in the Town General Fund Budget. The remainder of the fee will be charged to the Education General Fund Budget, Daycare, and other special revenue fund budgets where appropriate. Your approval is respectfully requested.

JHS:cwd

**MINUTES**  
**MANSFIELD PLANNING & ZONING COMMISSION**  
Regular Meeting, Tuesday, April 8, 2003  
Conference Room C, Audrey P. Beck Municipal Building

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

Acting Chairman Favretti called the meeting to order at 7:24 p.m., appointing Alt. Ryan to act as a voting member.

3/17/03 Minutes – Gardner MOVED, Plante seconded to approve as presented; MOTION PASSED unanimously.

**Old Business**

**Verbal Updates from Town Planner**

Plan of Conservation & Development Committee – At the meeting scheduled for 4/9/03, the committee will focus on parking and public infrastructure in the southern area of town and the Four Corners area; Lands of Unique Value Study final recommendations will also be distributed. P. Miniutti will be asked to present final findings and recommendations from the Lands of Unique Value study at the 5/8/03 Planning and Zoning Commission meeting.

Downtown Partnership – The final Municipal Development Plan Scope was included in members' packets. Mr. Padick said that several public review meetings would take place as part of the probable 4-month process. He noted that both the Town and the University would give up their right to regulatory control to the Downtown Partnership, although local IWA permits would still be required in some cases. Mr. Padick will work with Downtown Partnership Director van Zelm on this issue.

UConn landfill – The State DEP may reach a decision on the closure issue within the next 2 weeks; Mr. Padick felt that an approval might contain many conditions, and said the concerns expressed by the Town's consultants would be taken into account by the DEP.

Proposed AT&T telecommunications tower between Baxter/Cedar Swamp Rds. – A Public Hearing has tentatively been scheduled in the Council Chambers of the Town Hall for June 17<sup>th</sup> (as part of the Siting Council application requirements). Abutters within 500 feet of the two sites (rear portion of Villa Hills golf course and land between Cedar Swamp and Baxter Rds.) will be notified by the Town.

Freedom Green request for zoning permits for Phase 4B – Mr. Hirsch's 4/3/03 memo states that the request has been withdrawn until work on Phase 4A is completed. He said the request will be resubmitted at that time and residents would be free to comment; he noted there would likely be instances in which the Planning and Zoning Commission has no legal ability to require what the residents want. Mr. Padick will give guidance to both the developer and residents at that time.

Zoning Agent's Report – The Monthly Activity Report for March was received without comment.

E.O. Smith landscaping issues – A 3/24/03 letter from B. Silva, Superintendent of Region 19, informs members that five of the twelve new maple trees in front of the high school will soon be replaced with Aristocrat ornamental pear trees. In addition, the Region 19 Board of Education will coordinate with the Downtown Partnership regarding "streetscape" and pedestrian crossing issues as plans for the Downtown are developed.

"The Rock" So. Eagleville Rd. – Information was included in members' packets.

Sand and Gravel permit renewals – Mr. Hirsch recently sent out notices to those currently holding Sand and Gravel permits that renewal applications are due, as the permits will expire on July 1.

Charter Communications site at Four Corners – Mr. Hirsch reported that the necessary plantings have been ordered and will be planted soon.

**New Business**

Paideia's revised responses to PZC approval conditions for outdoor amphitheatre, file1049-7 – Mr. Padick's 3/27/03 memo and the accompanying 3/11/03 communication from Hellenic Society Paideia discuss Paideia's

plans. Mr. Padick will discuss the proposed parking plans at the next Traffic Authority meeting and contact the University. Members agreed to table the matter until the applicant is present for discussion.

Proposed lot line revision, Jill's Way subdivision, file 1171-2 – Mr. Padick's 3/27/03 memo explains the proposal to revise the Lot 1 lot line and notes that any change must be approved by the PZC. An IWA license application is also pending. After brief discussion, Gardner MOVED, Zimmer seconded that the Planning and Zoning Commission approve the reduction in size of Lot 1 of the Jill's Way subdivision from 27.93 acres to 24.59 acres, in association with the conveyance of 3.34 acres that are merged with existing land N/F of Louis Kasacek as depicted on the approved subdivision map. The newly-merged lot is depicted on a plan prepared by Rob Hellstrom Land Surveying dated 3/6/03 as revised to 3/18/03. MOTION PASSED unanimously.

Proposed restaurant use at 10 Dog Lane, file 1203 – This is the first application for a land use within the new Downtown area; the parking lot at the former Phil's store site, according to present plans, would be part of the new Town Green. During discussion, Mr. Padick recommended that the Public Hearing be delayed until he has had time to confer with the Downtown Partnership on the issue. Holt MOVED, Kochenburger seconded to receive the special permit application (file 1203) submitted by Gary Warzocha to add a restaurant use to existing site uses on property located at 10 Dog Lane owned by Esther Warzocha, as shown on plans dated 4/1/03 and as described in other application submissions, and to refer said application to the staff, Design Review Panel and Committee on the Needs of Persons with Disabilities, and to set a Public Hearing for May 19, 2003. MOTION PASSED unanimously.

Communications and Bills – As noted on the Agenda. Holt MOVED, Hall seconded to approve payment of the Town Attorney's 3/31/03 bill in the amount of \$684.00; MOTION PASSED unanimously.

Public Hearing, proposed driveway/utility work on Summit Rd., a designated "Scenic Road," file 1010-2. The Hearing was called to order at 8 p.m. Members and Alternates present were Favretti, Gardner, Goodwin, Hall, Holt, Kochenburger, Plante, Zimmer and Ryan. The legal notice was read and the following communications were noted: Town Planner (3/27/03); Director of Public Works (3/25/03); V. Wetherell (3/31/03). The matter was also referred to the Town Council, as per the Town's Scenic Road Ordinance, but no response was received.

Applicant B. Silva stated that he agreed with Mrs. Wetherell's concerns regarding runoff and the present plans would address this satisfactorily, and any construction vehicles would be parked on the other side of the proposed silt-fencing, not along the road. He submitted 3/31/03 plans showing conduit revisions and elevations. Mr. Hultgren's memo states that driveway plans are acceptable to his department and can be addressed through the driveway permit process. Mr. Silva said he plans to leave as many trees undisturbed as possible, and any stones moved in construction would be used to enhance adjacent stone walls. There was no public comment. At 8:14 p.m., the Hearing was closed.

Consideration of action – Ryan MOVED, Holt seconded: Pursuant to the provisions of Mansfield's Scenic Road Ordinance, the Planning and Zoning Commission approves, with conditions, driveway and utility work along Summit Road, a Town-designated Scenic Road, as proposed by Bruce W. Silva and CL&P and described in application submissions and Public Hearing testimony. This approval is granted with the following conditions:

1. All stones removed in conjunction with driveway construction shall be used to enhance adjacent stone walls;
2. Unless specifically authorized by the PZC officers with staff assistance, no trees shall be removed in conjunction with the overhead utility work;
3. Underground utility service shall be provided to Lot 1 directly from the proposed new utility pole. The proposed driveway curb cut shall be utilized as the route for the underground service;
4. In conjunction with the Town's driveway permit requirements, the proposed driveway shall be designed and installed to minimize any stormwater drainage flows to Summit Road;
5. Any changes to the applicant's proposal shall require approval by the PZC officers with staff assistance, or, as deemed necessary by the officers, approval by the entire Planning and Zoning Commission.

MOTION PASSED unanimously.

The meeting was adjourned at 8:18 p.m.

Respectfully submitted, Katherine K. Holt, Secretary

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

**ATTENDING:** Sheldon Dyer, Darren Cook, Donald Field, Mia John, David Hoyle  
**STAFF:** Jay O'Keefe

- 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 January 22, 2003 and February 26, 2003 was motioned by Darren Cook and second by Don Field
- C. Co-Sponsorship Reviews – Approval of the MJSA co-sponsorship and Mansfield Football/Cheerleading renewal were motioned by Don Field and second by Mia John
- D. Old Business – J. O'Keefe briefly reviewed the Building Committee minutes, Job Meeting minutes No. 24 and the March 3 Construction Manager's report. J. O'Keefe updated committee members on the Community Center marketing plan. He mentioned that there was an anonymous donation towards naming privileges of the track for the amount of \$250,000.00 and an additional \$15,000 donation towards the child care room. The draft fee waiver reductions were discussed. After some discussion regarding the fee reduction recommendations, a motion was made that: RAC supports the existing town ordinance regulating fee waivers as adopted by the town council on January 28, 1991 (effective 2/26/91) with the following modification. Removal of item number three of existing fee waiver ordinance and replace with proposal option number three agreed upon by the Parks & Recreation Department and Social Service Department at their 3/03 meeting. The motion was followed by Dave Hoyle and seconded by Mia John. RAC separately noted that the RAC is supportive of the concept of a separate scholarship fund to supplement the new fee waiver motion and suggests that Social Service Department be charged with the responsibility to distribute scholarship funds as determined to identified residents of need.
- E. Correspondence – None
- F. Director's Report – C. Vincente was not able to be present at the meeting tonight.
- G. New Business – J. O'Keefe noted that some adult spring registrations were slow and expressed that the department was considering alternative ways to promote spring programs, as the last full town direct mailing was in November of 2002. In all, J. O'Keefe noted that things were going well with early spring programs.
- H. Having no other business, the meeting was adjourned at 8:55 pm. The next meeting is scheduled for April 23, 2003.

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**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-Chatham Hill section 2 - east of Fern Rd-no comment. Will provide comment at April meeting.

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

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CC Kevin



April 14, 2003

REC'D APR 16 2003

Mr. Martin Berliner  
Town Manager  
Audrey P. Beck Building  
4 South Eagleville Rd  
Mansfield, CT 06250

Dear Mr. Berliner:

Enclosed please find 3<sup>rd</sup> quarter statistics for FY 2003 for services provided by VNA East to the town of Mansfield.

If there are any questions, please contact me at 456-7288, extension 212.

Sincerely,

A handwritten signature in cursive script, reading "Claudia M. Marcinczyk".

Claudia M. Marcinczyk, RN, MS, MBA  
President/CEO

CMM/smb  
Encl.

# VNA EAST

34 Ledgebrook Drive, Mansfield Ctr, CT 06250

Phone (860) 456-7288 Fax (860) 423-5702

## Visit Statistics 7/1/02 to 3/31/03

<u>SERVICE</u>	<u>MANSFIELD</u>	<u>AGENCY</u>
Skilled Nursing	2,915	20,412
Physical Therapy	717	4,148
Speech Therapy	21	39
Occupational Therapy	103	614
Medical Social Work	78	567
Home Health Aide	3,617	18,539
Home Health Aide Sprvsn.	41	127
Homemaker	68	269
Companion	0	0
<b>TOTAL</b>	<b>7,560</b>	<b>44,715</b>
<b>COMMUNITY ACTIVITIES</b>		
Adult Health Screening	340	2,157
Flu & Pneumonia	827	4,215
<b>TOTAL</b>	<b>1,167</b>	<b>6,372</b>
<b>MEALS TO HOME</b>	<b>2,857</b>	<b>23,239</b>

To: Town Council/Planning & Zoning Commission  
 From: Curt Hirsch, Zoning Agent  
 Date: April 15, 2003



Re: **Monthly Report of Zoning Enforcement Activity**  
*For the month of March 2003*

Activity	This month	Last month	Same month last year	This fiscal year to date	Last fiscal year to date
Zoning Permits issued	10	5	5	94	141
Certificates of Compliance Issued	25	18	11	197	127
Site inspections	40	33	50	385	393
Complaints received from the Public	9	1	9	38	63
Complaints requiring inspection	7	1	5	26	45
Potential/Actual violations found	1	3	4	33	38
Enforcement letters	3	2	8	70	89
Notices to issue ZBA forms	0	2	1	12	6
Notices of Zoning Violations issued	2	2	11	22	41
Zoning Citations issued	0	0	2	6	11

Zoning permits issued this month for single family homes = 3, multi-fm = 5  
 2002/03 Fiscal year to date: s-fm =17, multi-fm =14

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**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

June 20, 2000

Mr. Vin Avino, Principal Engineer  
Connecticut Department of Transportation  
Traffic Engineering  
PO Box 317546  
Newington, CT 06131-7546

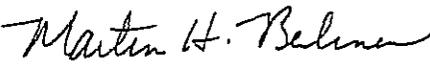
Dear Mr. Avino:

RE: Proposed Sight-Line Improvements – Route 195 at Chaffeeville Road

Thank you for your presentation at the June 12, 2000 Town Council meeting. Based on the information you presented, the Mansfield Town Council voted unanimously to endorse the "preferred alternative" concept to improve sight distance at this intersection. We understand this project will cut down the crest of the hill on Route 195, remove some of the obstructing bank to the south and provide bypass pavement (not a full lane) for southbound traffic on Route 195.

We appreciate the Department's responsiveness in developing a project that appears to meet the needs of the travelling public while preserving the character of the community.

Sincerely,

  
Martin H. Berliner  
Town Manager

MHB:sml

cc: Lon R. Hultgren

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Item #9

## 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. Barberet*  
Audrey H. Barberet, Chairman  
Date: April 22, 2003  
Re: 8-24 referral, 2003-04 Capital Improvements Budget

At its meeting on April 21, 2003, the Planning and Zoning Commission adopted the following motion:

“that the PZC preliminarily approves the listing in the proposed 2003-2004 Capital Improvement Budget. Noting that several items are land use-regulated and may require PZC or IWA approvals before implementation, the PZC respectfully requests that the departments involved with land use projects be notified and that the PZC/IWA be given adequate time to thoroughly review and act upon final plans.”

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

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**LEGAL NOTICE**

**REGIONAL SCHOOL DISTRICT NUMBER 19 – EDWIN O. SMITH HIGH SCHOOL**

**NOTICE AND WARNING**

**REGIONAL SCHOOL DISTRICT NUMBER 19 TOWN MEETING**

The electors of the Towns of Ashford, Mansfield and Willington and all persons who are entitled to vote in Town meeting are hereby warned and notified that the Annual District Number 19 meeting budget consideration will be held on Monday, May 5, 2003 at the Edwin O. Smith High School library media center at 7:00 p.m. and moved to referendum to be held on Tuesday, May 6, 2003 for the following purpose:

To act upon the Proposed Budget for the District's fiscal year July 1, 2003 to June 30, 2004, which was adopted by the Board of Education on April 1, 2003 and to appropriate the sums estimated and set forth in said Budget to the purpose indicated.

A machine vote of "Yes" or "No" shall be taken on the following question:

"Shall the sum of \$14,188,420 be appropriated for the operation and maintenance of the Regional School District Number 19 Public School System for the July 1, 2003 to June 30, 2004 fiscal year?"

Polling places shall include:

Ashford:	Knowlton Memorial Town Hall, 25 Pompey Hollow Road
Mansfield:	Audrey P. Beck Building, 4 South Eagleville Rd, Rte.195
Willington:	Willington Old Town Hall, 11 Common Road

Polls shall be open from 6:00 a.m. until 8:00 p.m.

Absentee ballots will be available in the office of the town clerk in Ashford, Mansfield and Willington during their regular office hours.

Dated and signed at Mansfield, Connecticut this 8th Day of April, 2003

Elena Tapia  
Chairman, Board of Education  
Statutory Authorization CGS 10-51  
2002-2003 Budget Summary

Estimated Revenue:

Member Town Assessment	\$	13,391,620
State Aid	\$	358,550
Tuition from CT School District	\$	418,250
Other	\$	20,000
Appropriation of Fund Balance	\$	0
Total Estimated Revenue and Appropriation of Fund Balance	\$	14,188,420

Estimated Expenditures:

Salaries	\$	8,788,820
Employee Benefits	\$	1,571,950
Purchased Services	\$	2,419,870
Supplies	\$	608,570
Debt Service	\$	670,000
Other Operating Expenses	\$	129,210
Total Estimated Expenditures	\$	14,188,420

Copies of the budget are available at the superintendent's office, Edwin O. Smith High School and at the office of the town clerks in Ashford, Mansfield and Willington.

boxed  
4-15-03



**TOWN OF MANSFIELD**  
**DEPARTMENT OF PUBLIC WORKS**

---

Lon R. Hultgren, P.E., Director

AUDREY P. BECK BUILDING  
FOUR SOUTH EAGLEVILLE ROAD  
MANSFIELD, CONNECTICUT 06268-2599  
(860) 429-3331 TELEPHONE  
(860) 429-6863 FACSIMILE

Revised News Item for Immediate Release

For More Information Please Contact:  
Lon Hultgren or Tim Webb at 429-3676

2003 Spring Sweeping  
of Mansfield Roads  
4-15-03

The Mansfield Public Works Department will continue the spring sweeping of Town roads the week of April 15<sup>th</sup>. Crews are currently on Browns road and headed west of Rt. 195. Sweeping should be completed in about five to six weeks. Residents should not park vehicles along the roadside so as to block the sweepers. For further information or special needs, please contact the Town Garage during regular working hours (M-F, 7:00 a.m. to 3:00 p.m.) at 429-3676.

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## Town of Mansfield Office of Emergency Services

REC'D APR 11 2003

**To:** Martin Berliner, Town Manager  
**From:** David J. Dagon, Emergency Services Administrator  
**Date:** Friday, April 11, 2003  
**Re:** Firefighter Assistance Grant

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Attached are the completed applications for the Firefighters Assistance Grant program through the Federal Emergency Management Agency (FEMA).

Separate applications were submitted for both the Mansfield Volunteer Fire Company, Inc. and Eagleville Fire Department.

The Mansfield Volunteer Fire Company application seeks a total of \$95,996.00 for fixed, mobile, and portable communications equipment. There is a 10% cost share requirement of \$9,599.00 if the grant is awarded.

The Eagleville Fire Department application seeks a total of \$84,650.00 for a firefighter accountability system for use at emergency scenes. There is a 10% cost share requirement of \$8,465.00 if the grant is awarded.





Middle Initial W  
 \* Last Name Hawthorne  
 \* Day Phone 860-429-5290 Ext.  
 \* Evening Phone 860-429-5440 Ext.  
 Cell Phone 860-234-9421  
 Fax 860-429-3388  
 Email hawthornerw@mansfieldct.org

Alternate Contact Information Number 2

\* Title Fire Marshal  
 Salutation Mr.  
 \* First Name John  
 Middle Initial E  
 \* Last Name Jackman  
 \* Day Phone 860-429-3393 Ext.  
 \* Evening Phone 860-487-1905 Ext.  
 Cell Phone  
 Fax 860-429-3388  
 Email JackmanJE@mansfieldct.org

**Department Characteristics (I)**

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\* Are you a member of a Fire Department or authorized representative of a fire department? Yes  
 \* Are you a member of Federal Fire Department or contracted by the Federal government and solely responsible for suppression of fires on Federal property? No  
 \* What kind of Department do you represent? Combination/Paid on Call  
 If you answered combination, above, what is the percentage of career firefighters in your department? 33 %  
 \* What is the square mileage of your primary response area? 22  
 \* What percentage of your response area is protected by hydrants? 10 %  
 \* How much of your jurisdiction is zoned for agriculture? 7 %  
 \* How much of your jurisdiction is zoned for commercial or industrial? 1 %  
 \* How many structures in your jurisdiction are more than four stories tall? 0  
 \* What is the permanent resident population of your primary/first-response area or jurisdiction served? 6222  
 \* How many active firefighters are in the operations/EMS division of your department? 25

\* How many stations are in your department? 1  
 \* Do you currently report to the National Fire Incident Reporting System (NFIRS)? Yes  
 If you answered yes, above, please enter your EDIN? 03070

\* What services does your department provide?

Structural Fire Suppression  
 Basic Life Support

Fighting Wildfire Suppression

Hazmat Operational Level  
 Rescue Operational Level

**Department Characteristics (II)**

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\* What is the total number of fire related fatalities in your jurisdiction over the last three years? 0  
 \* What is the total number of fire related firefighter injuries in your jurisdiction over the last three years? 3  
 \* In an average year, how many times does your department receive mutual/automatic aid? 64  
 \* In an average year, how many times does your department provide mutual/automatic aid? 128  
 \* What was your department's estimated average operating budget over the last three years? 600000  
 \* What percentage of your annual operating budget is dedicated to personnel costs(salary, overtime and fringe benefits)? 81 %

\* What percentage of your annual operating budget is derived from:

Taxes? 100 %  
 Grants? 0 %  
 Donations? 0 %  
 Fund drives? 0 %

\*How many vehicles does your department have in each of the categories below? Enter numbers only and enter 0 if you don't have any of the vehicles below

	First Line	Reserve
a. Engines (or pumpers):	2	0
b. Aerial Apparatus:	0	0
c. Tankers:	0	0
d. Rescue Vehicles:	1	0
e. Brush/Quick attack :	1	0
f. Other:	1	1

Provide in the space below the following information only if you are applying for a firefighting vehicle: List all your vehicles by type (for example, engines/pumpers, brush, rescue, etc.). Then provide the year each was manufactured. If the department has more than two of any type, provide the total number of vehicles in that category and the years the oldest and the newest were manufactured.

**Department Call Volume**

---

\* How many responses per year by category? Enter whole numbers only; If you have no calls for any of the categories, enter zero.

Structure Fires	8
Vehicle Fires	6
Vegetation Fires	7
EMS	438
Rescue	36
Hazardous Condition/Materials Calls	33
Service Calls	26
Good Intent Calls/False Alarms	70
Other Calls and Incidents	3

## Request Information

\* 1. Select the program for which you are applying. Remember, you can apply for only one program this year. Within a program you may apply for as many activities as are required.

If you modify your selection, you will lose data entered under the original activity.

Program Name
Fire Operations and Firefighter Safety

\* 2. Will this grant benefit more than one department?

Yes

3. If you answered Yes to Question 2 above, please specify how? (You can only enter 4000 characters)

This program will provide more reliable multi-jurisdictional communication interoperability for mutual aid departments. Propagation studies of the new tower site indicate that communication coverage will be enhanced not only for the Mansfield Volunteer Fire Company's response area but will extend into neighboring fire districts where first responder fire and emergency services are provided by departments other than Mansfield Volunteer Fire Company.

## Request Details

Activity	Number of Entries	Total Cost	Additional Funding
FireFighting Equipment	20	\$ 95,996	\$ 0
Modify Facilities	0	\$ 0	\$ 0
Personal Protective Equipment	0	\$ 0	\$ 0
Wellness and Fitness Programs	0	\$ 0	\$ 0
Training	0	\$ 0	\$ 0

### FireFighting Equipment

#### Firefighting Details

1. What firefighting equipment will your department purchase with this grant?

Other (explain)  
**[Tait UHF Radio equipment]**

2 Number of units 1

3 Cost per unit \$6500

4. Generally the equipment purchased under this grant program (select one):  
 Is necessary for basic firefighting capabilities, but has never been owned by this department  
 If you selected "replacing equipment" (from question 4) above, please specify the age of equipment in years

5. Generally, the equipment purchased under this grant program (select one)  
 Will bring the department into voluntary compliance with a national standard, specifically

The equipment will part of a communication system that will provide more reliable and effective multi-jurisdictional communication interoperability at emergency scene and non-emergency scenes.

6. Is this piece of equipment primarily: Firefighting equipment

7. Will this grant be used primarily for Rapid Intervention Teams (RIT)? No

**FireFighting Equipment**

Firefighting Details

1. What firefighting equipment will your department purchase with this grant? Other (explain)  
**[Radio Equipment - Hoist Grips and Shackle]**

2 Number of units 4

3 Cost per unit \$50

4. Generally the equipment purchased under this grant program (select one):  
 Is necessary for basic firefighting capabilities, but has never been owned by this department  
 If you selected "replacing equipment" (from question 4) above, please specify the age of equipment in years

5. Generally, the equipment purchased under this grant program (select one)  
 Will bring the department into voluntary compliance with a national standard, specifically

The equipment will part of a communication system that will provide more reliable and effective multi-jurisdictional communication interoperability at emergency scene and non-emergency scenes.

6. Is this piece of equipment primarily: Firefighting equipment

7. Will this grant be used primarily for Rapid Intervention Teams (RIT)? No

**FireFighting Equipment**

Firefighting Details

1. What firefighting equipment will your department purchase with this grant? Other (explain)  
**[1,000 feet of Antenna cable]**

2 Number of units 1

3 Cost per unit \$6500

4. Generally the equipment purchased under this grant program (select one):



5. Generally, the equipment purchased under this grant program (select one)

Will bring the department into voluntary compliance with a national standard, specifically

The equipment will be part of a communication system that will provide more reliable and effective multi-jurisdictional communication interoperability at emergency scene and non-emergency scenes.

6. Is this piece of equipment primarily:

Firefighting equipment

7. Will this grant be used primarily for Rapid Intervention Teams (RIT)?

No

**FireFighting Equipment**

Firefighting Details

1. What firefighting equipment will your department purchase with this grant?

Other (explain)  
**[Multi Channel Radio Capability]**

2 Number of units

1

3 Cost per unit

\$3000

4. Generally the equipment purchased under this grant program (select one):

Is necessary for basic firefighting capabilities, but has never been owned by this department

If you selected "replacing equipment" (from question 4) above, please specify the age of equipment in years

5. Generally, the equipment purchased under this grant program (select one)

Will bring the department into voluntary compliance with a national standard, specifically

The equipment will part of a communication system that will provide more reliable and effective multi-jurisdictional communication interoperability at emergency scene and non-emergency scenes.

6. Is this piece of equipment primarily:

Firefighting equipment

7. Will this grant be used primarily for Rapid Intervention Teams (RIT)?

No

**FireFighting Equipment**

Firefighting Details

1. What firefighting equipment will your department purchase with this grant?

Other (explain)  
**[Radio System Duplexer]**

2 Number of units

1

3 Cost per unit

\$1900

4. Generally the equipment purchased under this grant program (select one):

Is necessary for basic firefighting capabilities, but has never been owned by this department

If you selected "replacing equipment" (from question 4) above, please specify the age of equipment in years

5. Generally, the equipment purchased under this grant program (select one)

Will bring the department into voluntary compliance with a national standard, specifically

The equipment will be part of a communication system that will

provide reliable and effective multi-jurisdictional communication interoperability at emergency scenes.

Firefighting equipment

No

6. Is this piece of equipment primarily:

7. Will this grant be used primarily for Rapid Intervention Teams (RIT)?

**FireFighting Equipment**

Firefighting Details

1. What firefighting equipment will your department purchase with this grant?

Other (explain)  
[84" Rack for Radio Equipment]

2 Number of units

1

3 Cost per unit

\$600

4. Generally the equipment purchased under this grant program (select one):

Is necessary for basic firefighting capabilities, but has never been owned by this department

If you selected "replacing equipment" (from question 4) above, please specify the age of equipment in years

5. Generally, the equipment purchased under this grant program (select one)

Will bring the department into voluntary compliance with a national standard,specifically

The equipment will be part of a communication system that will provide reliable and effective multi-jurisdictional communication interoperability at emergency scenes.

6. Is this piece of equipment primarily:

Firefighting equipment

7. Will this grant be used primarily for Rapid Intervention Teams (RIT)?

No

**FireFighting Equipment**

Firefighting Details

1. What firefighting equipment will your department purchase with this grant?

Portable Radios

2 Number of units

25

3 Cost per unit

\$1065

4. Generally the equipment purchased under this grant program (select one):

Will replace old, obsolete, or substandard equipment currently owned by this department

If you selected "replacing equipment" (from question 4) above, please specify the age of equipment in years

Over 5 Years

5. Generally, the equipment purchased under this grant program (select one)

Will bring the department into voluntary compliance with a national standard,specifically

The equipment will satisfy the requirement to have an effective Personnel Accountability System. The equipment will provide a reliable method of communicating on the emergency scene and will provide for emergency alerts

6. Is this piece of equipment primarily:

and unit identificaton.

7. Will this grant be used primarily for Rapid Intervention Teams (RIT)?

Firefighting equipment

No

**FireFighting Equipment**

Firefighting Details

1. What firefighting equipment will your department purchase with this grant?

Base Station

2 Number of units

1

3 Cost per unit

\$7921

4. Generally the equipment purchased under this grant program (select one):

Is necessary for basic firefighting capabilities, but has never been owned by this department

If you selected "replacing equipment" (from question 4) above, please specify the age of equipment in years

5. Generally, the equipment purchased under this grant program (select one)

Will bring the department into voluntary compliance with a national standard,specifically

The equipment will be part of a communication system that will provide reliable and effective multi-jurisdictional communication interoperability at emergency scenes.

6. Is this piece of equipment primarily:

Firefighting equipment

7. Will this grant be used primarily for Rapid Intervention Teams (RIT)?

No

**FireFighting Equipment**

Firefighting Details

1. What firefighting equipment will your department purchase with this grant?

Other (explain)  
**[Radio Headsets]**

2 Number of units

6

3 Cost per unit

\$550

4. Generally the equipment purchased under this grant program (select one):

Is necessary for basic firefighting capabilities, but has never been owned by this department

If you selected "replacing equipment" (from question 4) above, please specify the age of equipment in years

5. Generally, the equipment purchased under this grant program (select one)

Will bring the department into voluntary compliance with a national standard,specifically

The equipment will be part of a communication system that will provide more reliable and effective multi-jurisdictional communication interoperability at emergency scene and non-emergency scenes.

6. Is this piece of equipment primarily:

Firefighting equipment

7. Will this grant be used primarily for Rapid Intervention Teams (RIT)?

No

**FireFighting Equipment**

Firefighting Details

- 1. What firefighting equipment will your department purchase with this grant? Other (explain) [Antennas]
- 2 Number of units 5
- 3 Cost per unit \$1000
- 4. Generally the equipment purchased under this grant program (select one):  
Is necessary for basic firefighting capabilities, but has never been owned by this department  
If you selected "replacing equipment" (from question 4) above, please specify the age of equipment in years
- 5. Generally, the equipment purchased under this grant program (select one)  
Will bring the department into voluntary compliance with a national standard,specifically The equipment will part of a communication system that will provide effective multi-jurisdictional communication interoperability at emergency scenes.
- 6. Is this piece of equipment primarily: Firefighting equipment
- 7. Will this grant be used primarily for Rapid Intervention Teams (RIT)? No

FireFighting Equipment

Firefighting Details

- 1. What firefighting equipment will your department purchase with this grant? Other (explain) [Radio Equipment - Launcher Cables]
- 2 Number of units 12
- 3 Cost per unit \$50
- 4. Generally the equipment purchased under this grant program (select one):  
Is necessary for basic firefighting capabilities, but has never been owned by this department  
If you selected "replacing equipment" (from question 4) above, please specify the age of equipment in years
- 5. Generally, the equipment purchased under this grant program (select one)  
Will bring the department into voluntary compliance with a national standard,specifically The equipment will part of a communication system that will provide more reliable and effective multi-jurisdictional communication interoperability at emergency scene and non-emergency scenes.
- 6. Is this piece of equipment primarily: Firefighting equipment
- 7. Will this grant be used primarily for Rapid Intervention Teams (RIT)? No

FireFighting Equipment

Firefighting Details

- 1. What firefighting equipment will your department purchase with this grant? Other (explain) [250 ft. of 7/8" Antenna Cable]

- 2 Number of units 1
- 3 Cost per unit \$3375
- 4. Generally the equipment purchased under this grant program (select one):  
Is necessary for basic firefighting capabilities, but has never been owned by this department  
If you selected "replacing equipment" (from question 4) above, please specify the age of equipment in years
- 5. Generally, the equipment purchased under this grant program (select one)  
Will bring the department into voluntary compliance with a national standard, specifically The equipment will be part of a communication system that will provide reliable and effective multi-jurisdictional communication interoperability at emergency scenes.
- 6. Is this piece of equipment primarily: Firefighting equipment
- 7. Will this grant be used primarily for Rapid Intervention Teams (RIT)? No

**FireFighting Equipment**

Firefighting Details

- 1. What firefighting equipment will your department purchase with this grant? Other (explain)  
**[Radio Equipment - Ground Kits]**
- 2 Number of units 11
- 3 Cost per unit \$50
- 4. Generally the equipment purchased under this grant program (select one):  
Is necessary for basic firefighting capabilities, but has never been owned by this department  
If you selected "replacing equipment" (from question 4) above, please specify the age of equipment in years
- 5. Generally, the equipment purchased under this grant program (select one)  
Will bring the department into voluntary compliance with a national standard, specifically The equipment will part of a communication system that will provide more reliable and effective multi-jurisdictional communication interoperability at emergency scene and non-emergency scenes.
- 6. Is this piece of equipment primarily: Firefighting equipment
- 7. Will this grant be used primarily for Rapid Intervention Teams (RIT)? No

**FireFighting Equipment**

Firefighting Details

- 1. What firefighting equipment will your department purchase with this grant? Other (explain)  
**[Six Unit Battery Charger]**
- 2 Number of units 2
- 3 Cost per unit \$450
- 4. Generally the equipment purchased under this grant program (select one):

Is necessary for basic firefighting capabilities, but has never been owned by this department

If you selected "replacing equipment" (from question 4) above, please specify the age of equipment in years

5. Generally, the equipment purchased under this grant program (select one)

Will bring the department into voluntary compliance with a national standard, specifically

The equipment will be part of a communication system that will provide more reliable and effective multi-jurisdictional communication interoperability at emergency scene and non-emergency scenes.

6. Is this piece of equipment primarily:

Firefighting equipment

7. Will this grant be used primarily for Rapid Intervention Teams (RIT)?

No

### FireFighting Equipment

#### Firefighting Details

1. What firefighting equipment will your department purchase with this grant?

Other (explain)  
**[Radio Battery Maintenance System]**

2 Number of units

1

3 Cost per unit

\$1350

4. Generally the equipment purchased under this grant program (select one):

Is necessary for basic firefighting capabilities, but has never been owned by this department

If you selected "replacing equipment" (from question 4) above, please specify the age of equipment in years

5. Generally, the equipment purchased under this grant program (select one)

Will bring the department into voluntary compliance with a national standard, specifically

The equipment will be part of a communication system that will provide more reliable and effective multi-jurisdictional communication interoperability at emergency scene and non-emergency scenes by maintaining battery life and charging capability.

6. Is this piece of equipment primarily:

Firefighting equipment

7. Will this grant be used primarily for Rapid Intervention Teams (RIT)?

No

### FireFighting Equipment

#### Firefighting Details

1. What firefighting equipment will your department purchase with this grant?

Other (explain)  
**[VHF and 75 meg. Radio Equipment ]**

2 Number of units

1

3 Cost per unit

\$7500

4. Generally the equipment purchased under this grant program (select one):

Is necessary for basic firefighting capabilities, but has never been owned by this department

If you selected "replacing equipment" (from question 4) above, please specify the age of equipment in years

5. Generally, the equipment purchased under this grant program (select one)

Will bring the department into voluntary compliance with a national standard, specifically

The equipment will part of a communication system that will provide more reliable and effective multi-jurisdictional communication interoperability at emergency scene and non-emergency scenes.

6. Is this piece of equipment primarily:

Firefighting equipment

7. Will this grant be used primarily for Rapid Intervention Teams (RIT)?

No

### FireFighting Equipment

#### Firefighting Details

1. What firefighting equipment will your department purchase with this grant?

Other (explain)  
[Low Band Radio]

2 Number of units

1

3 Cost per unit

\$5000

4. Generally the equipment purchased under this grant program (select one):

Is necessary for basic firefighting capabilities, but has never been owned by this department

If you selected "replacing equipment" (from question 4) above, please specify the age of equipment in years

5. Generally, the equipment purchased under this grant program (select one)

Will bring the department into voluntary compliance with a national standard, specifically

The equipment will part of a communication system that will provide more reliable and effective multi-jurisdictional communication interoperability at emergency scene and non-emergency scenes.

6. Is this piece of equipment primarily:

Firefighting equipment

7. Will this grant be used primarily for Rapid Intervention Teams (RIT)?

No

### FireFighting Equipment

#### Firefighting Details

1. What firefighting equipment will your department purchase with this grant?

Other (explain)  
[Radio Equipment - Hardline Connectors]

2 Number of units

9

3 Cost per unit

\$75

4. Generally the equipment purchased under this grant program (select one):

Is necessary for basic firefighting capabilities, but has never been owned by this department

If you selected "replacing equipment" (from question 4) above, please specify the age of equipment in years

5. Generally, the equipment purchased under this grant program (select one)

Will bring the department into voluntary compliance with a national standard, specifically

The equipment will part of a communication system that will provide more reliable and effective multi-jurisdictional communication interoperability at emergency scene and non-emergency scenes.

6. Is this piece of equipment primarily:

Firefighting equipment

7. Will this grant be used primarily for Rapid Intervention Teams (RIT)?

No

## Total Budget

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### Budget Object Class

a. Personnel	\$ 0
b. Fringe Benefits	\$ 0
c. Travel	\$ 0
d. Equipment	\$ 95,996
e. Supplies	\$ 0
f. Contractual	\$ 0
g. Construction	\$ 0
h. Other	\$ 0
i. Indirect Charges	\$ 0

### Indirect Cost Details

Agency Indirect Cost Agreement with

Indirect Cost Rate %

Agreement Summary

Federal and Applicant Share

Federal Share \$ 86,397

Applicant Share \$ 9,599

Federal Rate Sharing (%) 90/10

\* Non-Federal Resources (The combined Non-Federal Resources must equal the Applicant Share of \$ 9,599)

a. Applicant	\$ 9599
b. State	\$ 0
c. Local	\$ 0
d. Other Sources	\$ 0

If you entered a value in Other Sources, Please identify the source of your cost share, i.e., fund reserves, savings, fund-raisers, donations, etc.

**Total Budget****\$ 95,996****Narrative Statement**

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**Project Description**

Please provide your narrative statement in the space provided below:

The Mansfield Volunteer Fire Company (MVFC) is a combination department with fifteen full and part-time paid personnel and ten active volunteers. The department provides fire and Emergency Medical services to a fire district within the Town of Mansfield with a population of 6,222 (Census 2000). The fire district hosts a regional high school with a total student and teacher population of 1,370. The department also responds automatic aid to two other districts within the Town of Mansfield; the Eagleville Volunteer Fire Department and the University of Connecticut (UConn) Fire Department. These two districts have a combined population of greater than 25,000 when UConn is in full session from September to June.

The MVFC's resources are not sufficient to handle all emergency incidents and also provide continuous coverage to the district; therefore mutual and automatic aid agreements exist with surrounding fire districts and Towns. This system requires reliable multi-jurisdictional communication interoperability during emergency operations as well as personnel accountability to ensure the safety of firefighters and the community. Effective communication is essential to fire ground operations as well as non-emergency communications.

A sizable area of the response district experiences two-way radio frequency coverage deficiencies that negatively impact operations. Efforts to address the coverage problem by the use of other remote tower sites, in-vehicle repeaters, and/or frequencies have not provided consistently reliable or effective department communication or dependable multi-jurisdictional communication interoperability.

In an effort to address the communication issues that plaque this section of our response district we have met with the Tolland County Mutual Aid System (TN) to explore options and solutions. TN provides the regional dispatching and communication function to MVFC, the surrounding fire districts and communities.

An opportunity to improve radio frequency coverage has recently become available to the department. A new cell tower installation is planned at the Town of Mansfield's Public Works Garage. The location of the new cell tower is within the area that we experience two-way radio transmission deficiencies. Propagation studies already conducted at the new tower site indicate a significant improvement in frequency coverage can be attained for MVFC and surrounding fire districts and communities. The cost of the installation of the cell tower itself is NOT included as part of this grant application.

We are proposing a comprehensive program that addresses our communication deficiencies. This new program would include the installation at the tower site of antennas, radios with multi Channel capability, cable, and associated installation hardware. The proposal also seeks to improve the communication system through the purchase of in-vehicle repeaters for the department's officers and radio headsets for the Engines. In addition we are seeking the replacement of the department's current portable radios with a model that provides for unit identification and an emergency signaling feature in order to insure firefighter safety at incident scenes.

The proposed purchase of portable radios is the only component of this proposal that replaces outdated equipment that has been in use by the department for more than eight years. Over the period that the portable radios have been in service the wear and tear of operating in emergency situations has compromised their dependability.

The department's objective is to reduce the failure of radio communication transmissions during emergency and non-emergency operations, improve multi-jurisdictional interoperability, increase the length of usage hours of fully charged batteries, and integrate the radio system as part of the personnel accountability system.

The MVFC believes there is a significant opportunity to capitalize on the new tower site without the cost of a tower installation impacting this proposal, making this a cost-effective means to address the communication

problems. The department is certain that this program, combined with the existing system, and department policies and procedures will achieve a safer work environment for MVFC personnel and provide reliable multi-jurisdictional interoperability with neighboring communities.

The Town of Mansfield has experienced town-wide budget cuts and the Town has issued a spending freeze for the current fiscal year for all departments. Also, there has been a suspension of most capital improvements. In the next fiscal year ("03 - "04) no capital improvements have been approved for the Mansfield Volunteer Fire Company. The decline in State financial aid to communities has inordinately affected the Town of Mansfield. The amount of property that comprises the campus of the University of Connecticut is significant (5,000 acres) and is owned by the State of Connecticut, which renders it exempt from local property taxes. Also, within the Town of Mansfield is the Mansfield Hollow Dam, a Federal Flood Control project that has impacted development opportunities.

#### Budget

The total cost of this program is \$95,996.00. The Town of Mansfield will fund 10 percent of the cost-share at \$9,599.00. The total cost of this request is \$86,397.00.

The breakdown of equipment and cost is as follows:

#### Equipment

Fixed communication equipment at Tower site  
(cost of Tower construction is NOT part of the equipment request)

5 Antennas \$5,000.00

Low Band radio \$5,000.00

Multi Channel Capability \$3,000.00

Tait UHF \$6,500.00

Tait 100 Watt base station \$7,921.00

VHF & 75 meg radio \$7,500.00

Duplexer \$1,900.00

250 ft. 7/8" antenna cable \$3,375.00

1,000 ft. antenna cable \$6,500.00

84" Rack for equipment \$600.00

Hardline connectors (9) \$675.00

Launcher cables (12) \$600.00

Ground Kits (11) \$550.00

Hoist grips & shackle (4) \$200.00

Cable clips (250) \$2,000.00

· 5 In-Vehicle Repeaters @\$2,500.00 each  
\$12,500.00

· 25 Portable Radios @\$1,065.00.each  
\$26,625.00

· 2 Six-Unit Battery chargers @\$450.00 each \$900.00

· 6 Radio Headsets @\$550.00 each \$3,300.00

· 1 Battery Maintenance System  
\$1,350.00

The following objectives and activities timetable are based on grant award date:

Within 21 days of grant award notification specifications will be prepared for bid.

Within 60 days of the award of bid, the order for equipment will be placed.

Within 30-40 days delivery of equipment is expected

Within 7 days of delivery of portable radios, personnel and policies will be updated.

Within 60 days of delivery, installation of fixed communication equipment will be completed.

No later than 12 months after the date of award the department will follow up with a written report to FEMA.

To evaluate the benefit of this program the department will conduct radio transmission/reception tests of the district. We will log radio repairs. We will log the number of battery changes during a shift. Overall MVFC expects to see a reduction in missed communication transmissions caused by frequency reception issues or low

portable battery conditions. We expect to enhance firefighter safety with unit identifiers and emergency signals. Mutual aid personnel will be afforded more effective communication interoperability while operating on the Mansfield Fire Company's frequency. Overall the department believes the program will provide reliable and consistent communications, thereby assuring the safety of firefighters and providing a better service to the community.

If you received a grant award in the 2002 process, does your current request relate to your 2002 award?

If you answered yes, above, which of the following apply?

- This request enhances the 2002 award
- This request continues the 2002 award
- This request completes the 2002 award

## Assurances and Certifications

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### FEMA Form 20-16A

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**You must read and sign these assurances by providing your password and checking the box at the bottom of this page.**

**Note:** Fields marked with an \* are required.

#### Assurances Non-Construction Programs

**Note:** Certain of these assurances may not be applicable to your project or program. If you have any questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States, and if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. Section 4728-4763) relating to prescribed standards for merit systems for programs funded under one of the nineteen statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration) 5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education

Amendments of 1972, as amended (20 U.S.C. Sections 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. Section 794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. Sections 6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) Sections 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290-dd-3 and 290-ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Acts of 1968 (42 U.S.C. Section 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

7. Will comply, or has already complied, with the requirements of Title II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or Federally assisted programs. These requirements apply to all interest in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply with provisions of the Hatch Act (5 U.S.C. Sections 1501-1508 and 7324-7328), which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. Sections 276a to 276a-7), the Copeland Act (40 U.S.C. Section 276c and 18 U.S.C. Sections 874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. Sections 327-333), regarding labor standards for federally assisted construction sub agreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. Section 1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. Section 7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P.L. 93-523); and (h) protection of endangered species under the Endangered Species Act of 1973, as amended, (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. Section 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. 469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. 2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals

- held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. Section 4801 et seq.) which prohibits the use of lead based paint in construction or rehabilitation of residence structures.
  17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act of 1984.
  18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations and policies governing this program.
  19. It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act (29 U.S.C. 201), as they apply to employees of institutions of higher education, hospitals, and other non-profit organizations.

## FEMA Form 20-16C

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**You must read and sign these assurances by providing your password and checking the box at the bottom of this page.**

**Note:** Fields marked with an \* are required.

**Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibilities Matters; and Drug-Free Workplace Requirements.**

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature on this form provides for compliance with certification requirements under 44 CFR Part 18, "New Restrictions on Lobbying; and 28 CFR Part 17, "Government-wide Debarment and suspension (Non-procurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Federal Emergency Management Agency (FEMA) determines to award the covered transaction, grant, or cooperative agreement.

### 1. LOBBYING

A. As required by the section 1352, Title 31 of the US Code, and implemented at 44 CFR Part 18 for persons into a grant or cooperative agreement over \$100,000, as defined at 44CFR Part 18, the applicant certifies that:

(a) No federal appropriated funds have been paid or will be paid by or on behalf of the undersigned to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement and extension, continuation, renewal amendment or modification of any Federal Grant or cooperative agreement.

(b) If any other funds than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure of Lobbying Activities", in accordance with its instructions.

Standard Form LLL Disclosure of Lobbying Activities Attached (This form must be attached to certification if non-appropriated funds are to be used to influence activities.)

(c) The undersigned shall require that the language of this certification be included in the award documents for all the sub awards at all tiers (including sub grants, contracts under grants and cooperative agreements and sub contract(s)) and that all sub recipients shall certify and disclose accordingly.

## 2. Debarment, Suspension and Other Responsibility Matters (Direct Recipient)

As required by Executive Order 12549, Debarment and Suspension, and implemented at 44CFR Part 67, for prospective participants in primary covered transactions, as defined at 44 CFR Part 17, Section 17.510-A, the applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency.

(b) Have not within a three-year period preceding this application been convicted of or had a civilian judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or perform a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

(c) Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification: and

(d) have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

## 3. Drug-Free Workplace (Grantees other than individuals)

As required by the Drug-Free Workplace Act of 1988, and implemented at 44CFR Part 17, Subpart F, for grantees, as defined at 44 CFR part 17, Sections 17.615 and 17.620:

(A) The applicant certifies that it will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug free awareness program to inform employees about:

- (1) The dangers of drug abuse in the workplace;
- (2) The grantees policy of maintaining a drug-free workplace;
- (3) Any available drug counseling, rehabilitation and employee assistance programs; and
- (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant to be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will:

- (1) Abide by the terms of the statement and
- (2) Notify the employee in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.

(e) Notifying the agency, in writing within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to the applicable FEMA awarding office, i.e. regional office or FEMA office.

(f) Taking one of the following actions, against such an employee, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted:

- (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
- (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement or other appropriate agency.

(g) Making a good faith effort to continue to maintain a drug free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

(8) The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance

Street	City	State	Zip	Action
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**If your place of performance is different from the physical address provided by you in the Applicant Information, click on Add Place of Performance button above to ensure that the correct place of performance has been specified. You can add multiple addresses by repeating this process multiple times.**

Section 17.630 of the regulations provide that a grantee that is a State may elect to make one certification in each Federal fiscal year. A copy of which should be included with each application for FEMA funding. States and State agencies may elect to use a Statewide certification.

Only complete if applying for a grant for more then \$100,000 and have lobbying activities. See Form 20-16C for lobbying activities definition.

Form SF-LLL  
This form is not applicable



# Entire Application

## Applicant Information

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\* Fire Department Name Eagleville Fire Department  
 \* Type of Fire Department Fire District

If other, please enter the type of Fire Department

\* Employer Identification Number 06-0760527

### Physical Address

\* Headquarters' Physical Address 1 879 Stafford Road

Headquarters' Physical Address 2

\* City Mansfield

\* State Connecticut

\* Zip 06268 - 2006

Mailing Address is the same as the Physical Address

\* Mailing Address1 879 Stafford Road

Mailing Address2

\* City Mansfield

\* State Connecticut

\* Zip 06268 - 2006

### Account information

\* Type of bank account Checking

\* Bank routing number - 9 digit number on the bottom left hand corner of your check 221172186

\* Your account number 1007000384

### Additional Information

This fiscal year, are you receiving Federal funding from any other grant program for the same purpose for which you are applying for this grant? No

This fiscal year, are you receiving Federal funding from any other grant program regardless of purpose? No

\* Is the applicant delinquent on any federal debt? No

If yes, type explanation in space provided below

## Contact Information

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### Alternate Contact Information Number 1

\* Title Fire Chief

Salutation Mr.

\* First Name William

Middle Initial A  
 \* Last Name Jordan  
 \* Day Phone 860-429-2050 Ext.  
 \* Evening Phone 860-429-8322 Ext.  
 Cell Phone  
 Fax 860-429-3388  
 Email JordanWA@Mansfieldct.org

Alternate Contact Information Number 2

\* Title Emergency Services Administrat  
 Salutation Mr.  
 \* First Name David  
 Middle Initial J  
 \* Last Name Dagon  
 \* Day Phone 860-429-3364 Ext.  
 \* Evening Phone 860-487-7628 Ext.  
 Cell Phone  
 Fax 860-429-3388  
 Email Dagondj@mansfieldct.org

Department Characteristics (I)

\* Are you a member of a Fire Department or authorized representative of a fire department? Yes  
 \* Are you a member of Federal Fire Department or contracted by the Federal government and solely responsible for suppression of fires on Federal property? No  
 \* What kind of Department do you represent? Combination/Paid on Call  
 If you answered combination, above, what is the percentage of career firefighters in your department? 33 %  
 \* What is the square mileage of your primary response area? 22  
 \* What percentage of your response area is protected by hydrants? 5 %  
 \* How much of your jurisdiction is zoned for agriculture? 10 %  
 \* How much of your jurisdiction is zoned for commercial or industrial? 1 %  
 \* How many structures in your jurisdiction are more than four stories tall? 0  
 \* What is the permanent resident population of your primary/first-response area or jurisdiction served? 6389  
 \* How many active firefighters are in the operations/EMS division of your department? 54

\* How many stations are in your department? 2  
 \* Do you currently report to the National Fire Incident Reporting System (NFIRS)? Yes  
 If you answered yes, above, please enter your FDIN? 03070

\* What services does your department provide?

Structural Fire Suppression  
 Basic Life Support

Fighting Wildfire Suppression

Hazmat Operational Level  
 Rescue Operational Level

**Department Characteristics (II)**

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\* What is the total number of fire related fatalities in your jurisdiction over the last three years? 1  
 \* What is the total number of fire related firefighter injuries in your jurisdiction over the last three years? 2  
 \* In an average year, how many times does your department receive mutual/automatic aid? 70  
 \* In an average year, how many times does your department provide mutual/automatic aid? 129  
 \* What was your department's estimated average operating budget over the last three years? 557000  
 \* What percentage of your annual operating budget is dedicated to personnel costs(salary, overtime and fringe benefits)? 80 %  
 \* What percentage of your annual operating budget is derived from:  
 Taxes? 100 %  
 Grants? 0 %  
 Donations? 0 %  
 Fund drives? 0 %

\*How many vehicles does your department have in each of the categories below? Enter numbers only and enter 0 if you don't have any of the vehicles below

	First Line	Reserve
a. Engines (or pumpers):	2	1
b. Aerial Apparatus:	0	0
c. Tankers:	0	0
d. Rescue Vehicles:	2	0
e. Brush/Quick attack :	0	0
f. Other:	0	0

Provide in the space below the following information only if you are applying for a firefighting vehicle: List all your vehicles by type (for example, engines/pumpers, brush, rescue, etc.). Then provide the year each was manufactured. If the department has more than two of any type, provide the total number of vehicles in that category and the years the oldest and the newest were manufactured.

**Department Call Volume**

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\* How many responses per year by category? Enter whole numbers only: If you have no calls for any of the categories, enter zero.

Structure Fires	9
Vehicle Fires	9
Vegetation Fires	4
EMS	589
Rescue	28
Hazardous Condition/Materials Calls	27
Service Calls	80
Good Intent Calls/False Alarms	54
Other Calls and Incidents	0

## Request Information

\* 1. Select the program for which you are applying. Remember, you can apply for only one program this year. Within a program you may apply for as many activities as are required. If you modify your selection, you will lose data entered under the original activity.

Program Name
Fire Operations and Firefighter Safety

\* 2. Will this grant benefit more than one department?

Yes

3. If you answered Yes to Question 2 above, please specify how? (You can only enter 4000 characters)

The Eagleville Fire Department belongs to a county-wide communication and mutual aid system and relies on receiving and providing mutual aid and automatic aid in order to resolve incidents. PASS/Accountability system units will be provided to responding mutual aid personnel upon arrival at the incident scene thus providing reliable personnel accountability for all firefighters at the incident.

## Request Details

Activity	Number of Entries	Total Cost	Additional Funding
FireFighting Equipment	2	\$ 84,650	\$ 0
Modify Facilities	0	\$ 0	\$ 0
Personal Protective Equipment	0	\$ 0	\$ 0
Wellness and Fitness Programs	0	\$ 0	\$ 0
Training	0	\$ 0	\$ 0

### FireFighting Equipment

#### Firefighting Details

1. What firefighting equipment will your department purchase with this grant?

Other (explain)  
**[Personnel Accountability  
 and Safety Monitoring]**

**System Command Base ]**

- 2 Number of units 3
- 3 Cost per unit \$6995
- 4. Generally the equipment purchased under this grant program (select one):  
Is necessary for basic firefighting capabilities, but has never been owned by this department

If you selected "replacing equipment" (from question 4) above, please specify the age of equipment in years

- 5. Generally, the equipment purchased under this grant program (select one)  
Will bring the department into voluntary compliance with a national standard, specifically

The objective is to implement a consistently reliable method of personnel accountability and a firefighter PASS system during fire ground and emergency operations.

- 6. Is this piece of equipment primarily:

Firefighting equipment

- 7. Will this grant be used primarily for Rapid Intervention Teams (RIT)?

No

**FireFighting Equipment**

Firefighting Details

- 1. What firefighting equipment will your department purchase with this grant?

Other (explain)  
**[Transceiving NFPA Compliant Pass Device]**

- 2 Number of units 85

- 3 Cost per unit \$749

- 4. Generally the equipment purchased under this grant program (select one):  
Is necessary for basic firefighting capabilities, but has never been owned by this department

If you selected "replacing equipment" (from question 4) above, please specify the age of equipment in years

- 5. Generally, the equipment purchased under this grant program (select one)  
Will bring the department into voluntary compliance with a national standard, specifically

The objective is to implement a consistently reliable method of personnel accountability and a firefighter PASS system during fire ground and emergency operations.

- 6. Is this piece of equipment primarily:

Firefighting equipment

- 7. Will this grant be used primarily for Rapid Intervention Teams (RIT)?

No

**Total Budget**

Budget Object Class

- a. Personnel \$ 0
- b. Fringe Benefits \$ 0

c. Travel	\$ 0
d. Equipment	\$ 84,650
e. Supplies	\$ 0
f. Contractual	\$ 0
g. Construction	\$ 0
h. Other	\$ 0
i. Indirect Charges	\$ 0

Indirect Cost Details

Agency Indirect Cost Agreement with

Indirect Cost Rate %

Agreement Summary

Federal and Applicant Share

Federal Share \$ 76,185

Applicant Share \$ 8,465

Federal Rate Sharing (%) 90/10

\* Non-Federal Resources (The combined Non-Federal Resources must equal the Applicant Share of \$ 8,465)

a. Applicant	\$ 8465
b. State	\$ 0
c. Local	\$ 0
d. Other Sources	\$ 0

If you entered a value in Other Sources, Please identify the source of your cost share, i.e., fund reserves, savings, fund-raisers, donations, etc.

**Total Budget** \$ 84,650

**Narrative Statement**

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Project Description

Please provide your narrative statement in the space provided below:

The Eagleville Fire Department (EFD) is a combination department with eighteen full and part-time paid personnel and 37 active volunteers. EFD provides both fire and Emergency Medical services to a fire district within the Town of Mansfield with a population of 6,389 (Census 2000). The department responds automatic aid to two other districts within the Town of Mansfield. These two districts; the Mansfield Volunteer Fire Company and the University of Connecticut (UConn) Fire Department, have a combined population of greater than 25,000 when the university is in full session from September to June.

The department is seeking to implement a dependable personnel accountability system that effectively provides for the safety of firefighters at the scene of an emergency. The department does not have a consistently reliable method of identifying a "man down" or signaling an evacuation alert to all personnel. The department's existing

personnel accountability system only employs a photo identification card.

The department is proposing to implement a personnel accountability system that includes, at a minimum, the following components:

The system must afford the opportunity to account for ALL firefighters on the incident scene including responders from other communities.

The system must have an "Auto-on" PASS device that is NFPA 1982 (1998 edition) compliant that will cover each and every firefighter whether or not the firefighter has on a SCBA.

The system must have an Evacuation feature that allows for a reliable means of evacuating all personnel in case of a deteriorating operational condition.

In an effort to enhance firefighter safety the Eagleville Fire Department is seeking to purchase an NFPA Compliant PASS/Accountability System. The System will have an NFPA compliant Automatic PASS device that meets the current NFPA 1982 (1998 edition) standard. The System will be linked to an Accountability System that has the capability to track all personnel operating at an incident, regardless of their assignment or whether they are wearing SCBA.

In order to provide sufficient and continuous coverage to the district the EFD has mutual and automatic aid agreements with surrounding fire districts and Towns. This reliance on mutual and automatic aid demands a consistently dependable system of personnel accountability to ensure the safety of firefighters operating at an incident. This program will have the flexibility necessary to enhance and ensure the safety of mutual aid personnel by allowing for mutual aid inter-operability if the responding department has a similar unit. If the responding mutual aid department does not have a similar unit one will be provided upon arrival and prior to operating at the incident, affording the incident commander the ability to effectively monitor ALL personnel operating at an emergency.

The objective is to implement a consistently reliable method of personnel accountability and a firefighter PASS system during fire ground and emergency operations. This new program, combined with the department's existing policies and procedures will achieve a safer work environment for Eagleville Fire Department and mutual aid personnel. We believe this proposal is a cost-effective means of providing a safer working environment for department firefighters and mutual aid personnel.

The Town of Mansfield has experienced town-wide budget cuts and the Town has issued a spending freeze for the current fiscal year for all departments. Also, there has been a suspension of most capital improvements. In the next fiscal year ("03 - "04) no capital improvements are proposed for the Eagleville Fire Department. The decline in State financial aid to communities has inordinately affected the Town of Mansfield. The amount of property that comprises the campus of the University of Connecticut is significant (5,000 acres) and is owned by the State of Connecticut, which renders it exempt from local property taxes. Also within the Town of Mansfield is the Mansfield Hollow Dam, a Federal Flood Control project that has impacted development opportunities and is exempt from property taxes.

#### Budget

The total budget for this program is \$84,650.00. The Town of Mansfield will fund 10 percent of cost-share at a total of \$8,465.00. The total requested amount for this program is \$76,185.00. The breakdown of equipment and cost is as follows:

#### Equipment

PASS/Accountability/Evacuation Command Base (3) \$20,985.00

Transceiving NFPA compliant PASS device (85) \$63,665.00

Total: \$84,650.00

The following objectives and activities timetable are based on the grant award date:

Within 21 days of grant award notification specifications will be prepared for bidding.  
Within 30 days of the award of bid, the order for equipment will be placed.  
Within 30-40 days delivery of equipment is expected  
Within 14 days of delivery policies will be updated and personnel will be trained.  
Within 30 days of training the program will be fully implemented.  
No later than 12 months after the date of award the department will follow up with a written report to FEMA.

To evaluate the benefit of this program the department will conduct critiques following major and/or mutual aid incidents to determine the system's effectiveness. Based on a review of department policies and procedures, revisions will be made as needed to maximize the system's effectiveness. Overall we believe the program will provide reliable and consistent personnel accountability and standardized evacuation procedures thereby assuring the safety of firefighters and providing a better service to the community.

If you received a grant award in the 2002 process, does your current request relate to your 2002 award?

If you answered yes, above, which of the following apply?

- This request enhances the 2002 award
- This request continues the 2002 award
- This request completes the 2002 award

## Assurances and Certifications

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### FEMA Form 20-16A

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**You must read and sign these assurances by providing your password and checking the box at the bottom of this page.**

**Note:** Fields marked with an \* are required.

#### Assurances Non-Construction Programs

**Note:** Certain of these assurances may not be applicable to your project or program. If you have any questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States, and if appropriate, the State; through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.

5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. Section 4728-4763) relating to prescribed standards for merit systems for programs funded under one of the nineteen statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration) 5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. Sections 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. Section 794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. Sections 6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) Sections 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290-dd-3 and 290-ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Acts of 1968 (42 U.S.C. Section 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Title II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or Federally assisted programs. These requirements apply to all interest in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply with provisions of the Hatch Act (5 U.S.C. Sections 1501-1508 and 7324-7328), which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. Sections 276a to 276a-7), the Copeland Act (40 U.S.C. Section 276c and 18 U.S.C. Sections 874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. Sections 327-333), regarding labor standards for federally assisted construction sub agreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. Section 1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. Section 7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P.L. 93-523); and (h) protection of endangered species under the Endangered Species Act of 1973, as amended, (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. Section 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470), EO 11593 (identification and

protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. 469a-1 et seq.).

14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. 2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. Section 4801 et seq.) which prohibits the use of lead based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act of 1984.
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations and policies governing this program.
19. It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act (29 U.S.C. 201), as they apply to employees of institutions of higher education, hospitals, and other non-profit organizations.

## FEMA Form 20-16C

**You must read and sign these assurances by providing your password and checking the box at the bottom of this page.**

**Note:** Fields marked with an \* are required.

Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibilities Matters; and Drug-Free Workplace Requirements.

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature on this form provides for compliance with certification requirements under 44 CFR Part 18, "New Restrictions on Lobbying; and 28 CFR Part 17, "Government-wide Debarment and suspension (Non-procurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Federal Emergency Management Agency (FEMA) determines to award the covered transaction, grant, or cooperative agreement.

### 1. LOBBYING

A. As required by the section 1352, Title 31 of the US Code, and implemented at 44 CFR Part 18 for persons into a grant or cooperative agreement over \$100,000, as defined at 44CFR Part 18, the applicant certifies that:

(a) No federal appropriated funds have been paid or will be paid by or on behalf of the undersigned to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement and extension, continuation, renewal amendment or modification of any Federal Grant or cooperative agreement.

(b) If any other funds than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of

Congress, an officer or employee of congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure of Lobbying Activities", in accordance with its instructions.

Standard Form LLL Disclosure of Lobbying Activities Attached (This form must be attached to certification if non-appropriated funds are to be used to influence activities.)

(c) The undersigned shall require that the language of this certification be included in the award documents for all the sub awards at all tiers (including sub grants, contracts under grants and cooperative agreements and sub contract(s)) and that all sub recipients shall certify and disclose accordingly.

## 2. Debarment, Suspension and Other Responsibility Matters (Direct Recipient)

As required by Executive Order 12549, Debarment and Suspension, and implemented at 44CFR Part 67, for prospective participants in primary covered transactions, as defined at 44 CFR Part 17, Section 17.510-A, the applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency.

(b) Have not within a three-year period preceding this application been convicted of or had a civilian judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or perform a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

(c) Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

## 3. Drug-Free Workplace (Grantees other than individuals)

As required by the Drug-Free Workplace Act of 1988, and implemented at 44CFR Part 17, Subpart F, for grantees, as defined at 44 CFR part 17, Sections 17.615 and 17.620:

(A) The applicant certifies that it will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug free awareness program to inform employees about:

- (1) The dangers of drug abuse in the workplace;
- (2) The grantees policy of maintaining a drug-free workplace;
- (3) Any available drug counseling, rehabilitation and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant to be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will:

(1) Abide by the terms of the statement and

(2) Notify the employee in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.

(e) Notifying the agency, in writing within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to the applicable FEMA awarding office, i.e. regional office or FEMA office.

(f) Taking one of the following actions, against such an employee, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted:

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement or other appropriate agency.

(g) Making a good faith effort to continue to maintain a drug free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

(8) The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance

Street	City	State	Zip	Action
--------	------	-------	-----	--------

**If your place of performance is different from the physical address provided by you in the Applicant Information, click on Add Place of Performance button above to ensure that the correct place of performance has been specified. You can add multiple addresses by repeating this process multiple times.**

Section 17.630 of the regulations provide that a grantee that is a State may elect to make one certification in each Federal fiscal year. A copy of which should be included with each application for FEMA funding. States and State agencies may elect to use a Statewide certification.

Only complete if applying for a grant for more than \$100,000 and have lobbying activities. See Form 20-16C for lobbying activities definition.

Form SF-LLL

This form is not applicable





**Office of Secretary of the State**

State of Connecticut

30 Trinity Street, P.O. Box 150470, Hartford, CT 06115-0470

*Susan Bysiewicz*  
Secretary of the State

*Maria M Greenslade*  
Deputy Secretary of the State

Item #13

April 9, 2003

Mr. Jeffrey H. Smith  
Town of Mansfield  
4 South Eagleville Road  
Mansfield, CT 06268

Dear Mr. Smith:

**Congratulations!** You have been chosen to receive the **Secretary of the State's 2003 Public Service Award**. This year we are honoring individuals who are currently serving on one of the many state boards and commissions in the State of Connecticut. You are being honored for your service on the Municipal Finance Advisory Commission.

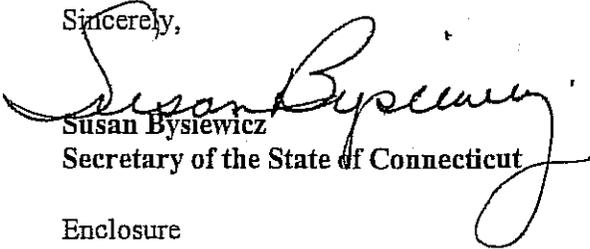
The awards ceremony will be held on May 5, 2003, at 10 a.m. in Welte Auditorium at Central Connecticut State University in New Britain and will last about one hour. We hope that you will join us for the festivities. You are welcome to bring a camera for a photo opportunity. Enclosed are directions to the ceremony. Guests are welcome. Please R.S.V.P. by **April 21, 2003**, regarding your attendance by calling (860) 509-6225 and provide the total number of people attending as seating is limited.

As an appointed official, you are an important part of what makes this state such a wonderful place to live. Your commitment to your state, and your willingness to serve your fellow citizens by giving up one of the most precious commodities you have – your time, are characteristics truly deserving recognition. Without your dedication, our system of self-government would come to a standstill. Your dedication to public service – in many cases, without pay, without applause and without personal advancement is a precious gift.

The Public Service Award was created to give our dedicated members of state boards and commissions the recognition they deserve and, by highlighting the vital role that you play in our state, I hope that this award will encourage others to serve as well.

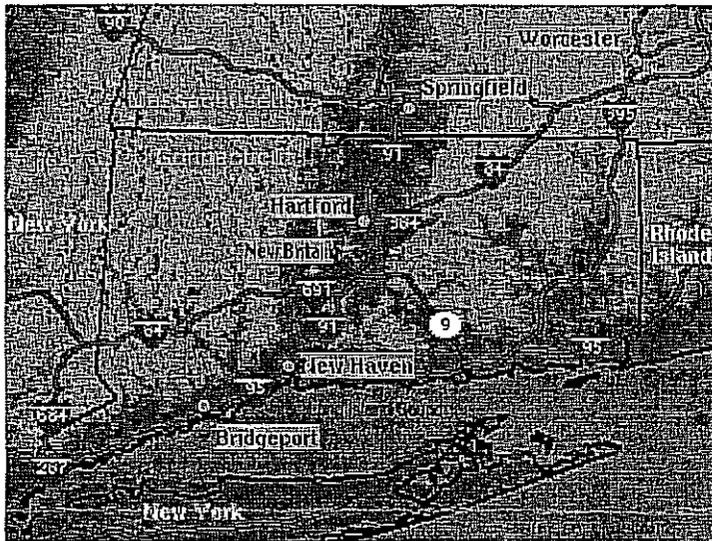
If you have any questions about the ceremony or the award itself, please do not hesitate to contact my staff person Mary Beth Merati at (860) 509-6198. Again, thank you for serving the State of Connecticut. I hope to see you at the ceremony!

Sincerely,

  
Susan Bysiewicz  
Secretary of the State of Connecticut

Enclosure

# CENTRAL CONNECTICUT STATE UNIVERSITY - DIRECTIONS

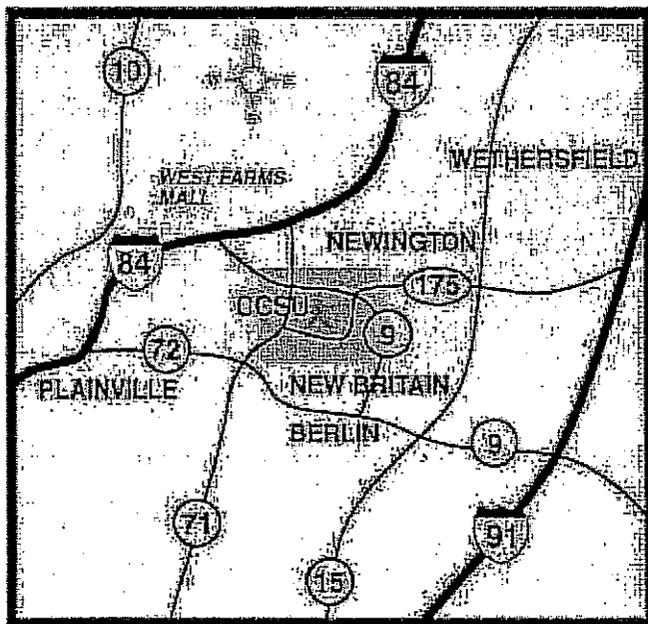


## From the EAST

Take I-84 West to Exit 39A to Rt. 9 South. Take Exit 29 off of Rt. 9 to Ella Grasso Boulevard and take a right turn to the University. Alternate Route: Take I-84 West to Exit 40, (Corbins Corner), take a left turn at end of exit ramp, and a right turn at the next traffic light onto Rt. 71 South. Follow Rt. 71 South 3 miles to the University.

## From the WEST

Take I-84 East to Exit 39A, to Rt. 9 South. Take Exit 29 off of Rt. 9 South to Ella Grasso Boulevard and take a right turn to the University. Alternate Route: Take I-84 East to Exit 35, Rt. 72 East (New Britain Exit). Follow Rt. 72 East to Rt. 9 North and take Exit 29 to Cedar Street (Rt. 175). At the traffic light at the end of the ramp, take a left turn to the second traffic light, and take a right turn onto Paul Manafort Drive to the University



## From the SOUTH

(New York area)

Take I-95 North to I-91 North to Exit 22 North to Rt. 9 North. Follow Rt. 9 to Exit 29, Cedar Street (Rt. 175). At the traffic light at the end of the ramp, take a left turn to the second traffic light, and take a right turn onto Paul Manafort Drive to the University.

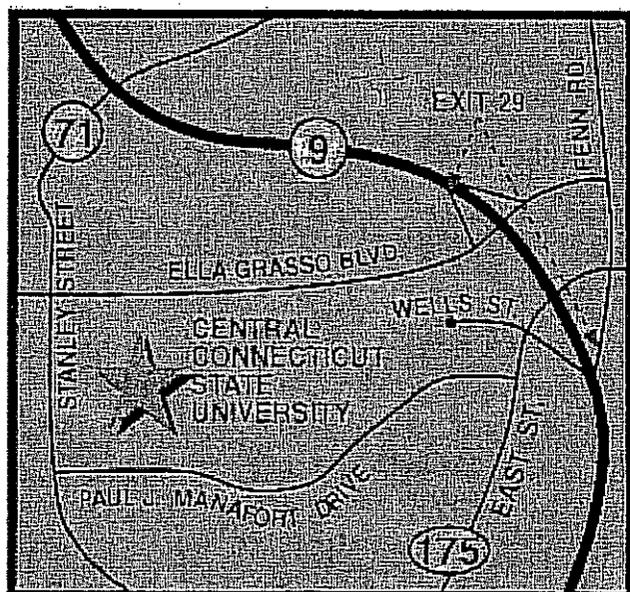
## From the SOUTH

(Rhode Island area)

Take I-95 South to Rt. 9 (Old Saybrook). Take Rt. 9 North to Exit 29, Cedar Street (Rt. 175). At the traffic light at the end of the ramp, take a left turn to the second traffic light, and take a right turn onto Paul Manafort Drive to the University.

## From the NORTH

Take I-91 South to I-84 West to Exit 39A, to Rt. 9 South. Take Exit 29 off Rt. 9 South to Ella Grasso Boulevard and take a right turn to the University. Alternate Route: Take I-91 South to I-84 West to Exit 40 (Corbins Corner), take a left turn at the end of the exit ramp, and a right turn at the next traffic light onto Rt. 71 South, 3 miles to the University.



## UCONN STUDENTS ENROLLED AT STORRS CAMPUS, 1985-2003\*

Academic Year	Undergrad. F/T	Undergrad. P/T	Total Undergrad.	Total Grad.	Total
Spring, 1985	10,954	994	11,948	-----	
Fall, 1985	11,584	1,108	12,692	5,599	18,291
Spring, 1986	10,747	1,182	11,929	-----	
Fall, 1986	11,806	1,240	13,046	5,711	18,757
Spring, 1987	11,028	1,257	12,285	-----	
Fall, 1987	12,526	1,159	13,685	6,380	20,065
Spring, 1988	11,450	1,226	12,676	-----	
Fall, 1988	12,743	1,200	13,943	6,590	20,533
Spring, 1989	11,612	1,344	12,956	-----	
Fall, 1989	12,276	1,399	13,675	6,591	20,266
Spring, 1990	11,286	1,397	12,683	-----	
Fall, 1990	12,307	1,265	13,572	7,001	20,573
Spring, 1991	11,220	1,416	12,636	-----	
Fall, 1991	11,321	1,249	13,128	4,329	17,457
Spring, 1992	10,838	1,329	12,167	4,131	16,298
Fall, 1992	11,321	1,170	12,491	4,399	16,890
Spring, 1993	10,353	1,228	11,581	4,206	15,787
Fall, 1993	10,830	1,075	11,905	4,549	16,454
Spring, 1994	9,849	1,149	10,998	4,229	15,227
Fall, 1994	10,328	1,058	11,386	4,503	15,889
Spring, 1995	9,546	1,144	10,690	4,118 (est.)	14,808
Fall, 1995	10,271	1,059	11,330	4,405	15,735
Spring, 1996	9,475	1,184	10,629	4,068	14,697
Fall, 1996	10,271	1,059	11,330	4,405	15,735
Spring, 1997	9,557	1,106	10,663	3,882	14,545
Fall, 1997	10,362	956	11,318	3,863	15,181
Spring, 1998	9,567	1,142	10,709	3,287	14,355
Fall, 1998	10,740	942	11,682	3,646	15,328
Spring, 1999	9,894	732	10,626	3,187	13,813
Fall, 1999	11,411	576	11,987	3,347	15,334
Spring, 2000	10,662	718	11,380	3,152	14,532
Fall, 2000	12,234	728	12,962	3,246	16,708
Spring, 2001	11,309	728	12,037	3,222	15,259
Fall, 2001	13,017	571	13,588	3,367	16,955
Spring, 2002	12,103	928	13,031	2,867	15,898
Fall, 2002	13,688	525	14,213	3,705**	17,918
Spring, 2003	14,005			3,860	17,865

\* As of 4/7/03, Off. of Inst. Resources (486-1904)

\*\* Includes professional Pharmacy program

alluconn studnos.keep

**UCONN STUDENTS LIVING ON CAMPUS AT STORRS, 1985-2003\***

<u>Acad. Year</u>	<u>Undergrad.</u>	<u>Grad.</u>	<u>Total</u>
Fall, 1985	9,233	440	9,673
Spring, 1986	8,847	432	9,279
Fall, 1986	9,300	455	9,755
Spring, 1987	9,070	442	9,512
Fall, 1987	9,566	419	9,985
Spring, 1988	8,969	417	9,348
Fall, 1988	9,464	429	9,893
Spring, 1989	8,911	437	9,348
Fall, 1989	8,772	432	9,204
Spring, 1990	8,067	425	8,492
Fall, 1990	8,655	433	9,088
Spring, 1991	7,915	405	8,320
Fall, 1991	8,191	441	8,632
Spring, 1992	7,437	430	7,867
Fall, 1992	7,628	424	8,052
Spring, 1993	6,889	428	7,317
Fall, 1993	7,152	465	7,615
Spring, 1994	6,390	456	6,846
Fall, 1994	6,702	421	7,123
Spring, 1995	6,100	414	6,514
Fall, 1995	6,567	390	6,957
Spring, 1996	6,020	410	6,430
Fall, 1996	6,675	414	7,089
Spring, 1997	6,089	372	6,471
Fall, 1997	6,473	418	6,819
Spring, 1998	5,969	378	6,347
Fall, 1998	7,212	414	7,626
Spring, 1999	6,635	417	7,052
Fall, 1999	7,818	430	8,248
Spring, 2000	7,142	411	7,553
Fall, 2000	8,259	440	8,699
Spring, 2001	7,952	421	8,373
Fall, 2001	9,247	543	9,790
Spring, 2002	8,223	425	8,648
Fall, 2002	9,868	449	10,317
Spring, 2003	8,588	531	9,119

\*As of 4/7/03, Off. of Resid. Life (486-2926)  
alluconn, studnos.keep

**May 5<sup>th</sup> Public Presentation: MANSFIELD LANDS  
OF UNIQUE VALUE STUDY**

A public presentation of findings and recommendations from Mansfield's "Lands of Unique Value" study has been scheduled for Monday May 5, 2003 at 8:00 pm in the Council Chambers, Audrey Beck Municipal Building, 4 South Eagleville Road. The presentation will take place as part of a regular Planning and Zoning Commission meeting. University of Connecticut Associate Professor Peter Miniutti, of the Landscape Architecture Department will provide background on the natural, cultural and visual components of this study and present the study's recommendations for future land use in Mansfield. The study's recommendations and associated computer mapping information will be important data sources for Mansfield's Plan of Conservation and Development update, which is scheduled to be completed by the end of 2003. All residents and interested citizens are invited to attend this public presentation.

Contact for information/questions/comments:

Gregory J. Padick, Mansfield Town Planner  
4 South Eagleville Rd.  
Storrs-Mansfield CT 06268

Padickgj@mansfieldct.org  
429-3330

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University of Connecticut  
Campus Master Plan Update 2003  
Draft Meeting Schedule and Agenda  
11 April 2003

**Visit #1 – April 16, 17 & 18**

Primary Agenda Items:

- Project initiation and team introductions.
- Preliminary meetings with key groups to discuss approach, identify issues, and supplemental data collection.
- Initiate campus analysis and space assessment.

**Visit #2 – May 28, 29 & 30**

Primary Agenda Items:

- First round of space assessment meetings with Paulien & Associates (see attached list of preferred/suggested meetings). These meetings will occur with individual Deans and/or Vice Presidents. A second visit is required to complete the meetings (see Visit #2A).
- Present preliminary analysis findings.
- Identify supplemental data requirements.
- Initiate exploration of alternative neighborhood strategies to assimilate 21<sup>st</sup> Century UConn projects.
- Initial meetings on sustainability guidelines.
- West Hartford data review.
- \* Meeting with Town of Mansfield representatives.

Note: Barbara has a conflict on the 28<sup>th</sup> and B. Svigals is out of town, however we will keep the process rolling especially since D. Paulien can make it and his work is critical at this point. We will simply need to not schedule anything relating to parking/transportation on the 28<sup>th</sup>.

**Visit #2A – June 11, 12 & 13**

Primary Agenda Items:

- Second round of space assessment meetings with Paulien & Associates (see attached list of preferred/suggested meetings)

Note: Paulien & Assoc. may be the only consultant on campus for this visit.

**Visit #3 – July 29**

Primary Agenda Items:

- Board of Trustee Workshop (presentation by consultant team).
- Initiate conceptual site planning work for 21<sup>st</sup> Century UConn projects.

**Visit #4 – September 11 & 12**

Primary Agenda Items:

- Update groups on outcome of BOT workshop.
- Review refinements to space assessment.
- Review preliminary assessment of parking/transportation system.
- Review conceptual site plans for 21<sup>st</sup> Century UConn projects.
- Campus Open House.

**Visit #5 – November 6 & 7**

Primary Agenda Items:

- Review campus-wide consolidation and preliminary master plan update.
- Review 3-Dimensional studies.
- Review preliminary sustainable guidelines.

**Visit #6 – February 5 & 6**

Primary Agenda Items:

- Review neighborhood concepts and campus-wide master plan refinements.
- Finalize sustainable guidelines.
- Review outline for Technical Report update.
- Review mock-up for Full-Color Summary Report.

**Visit #7 – April 22 & 23**

Primary Agenda Items:

- Report update.
- Review web site update proposal.
- Final campus presentations.
- Initiate printing/production of reports.

# University of Connecticut Campus Master Plan Update

## Preliminary Working Schedule (2003-2004)

	Month 1 April				Month 2 May				Month 3 June				Month 4 July				Month 5 August				Month 6 Sept				Month 7 Oct				Month 8 Nov				Month 9 Dec				Month 10 Jan				Month 11 Feb				Month 12 Mar				Month 13 Apr				Month 14 May									
weeks	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62

★ VISIT # 1      ★ VISIT # 2      ★ VISIT # 2A      ★ VISIT # 3(Trustees)      ★ VISIT # 4      ★ VISIT # 5      ★ VISIT # 6      ★ VISIT # 7

INITIATIVE 1: BASELINE UPDATE	
1	Gather Existing Data
2	Project Kick-off Meetings
3	Update Illustrative Campus Plan
4	Review 21st Century UConn
5	Assess Campus & Issue Identification

INITIATIVE 2: SPACE ASSESSMENT	
1	Project Initiation and Data Gathering
2	Classroom & Laboratory Analysis
3	Classroom Mix Study
4	Space Needs Analysis
5	Program Report (See Initiative 7)
6	Final Report & Presentation (See Initiative 7)

INITIATIVE 3: PARKING ASSESSMENT	
1	Existing Parking Assessment
2	Campus Parking and Transportation Survey
3	Existing Transportation Assessment
4	Existing Access Assessment
5	Existing Fiscal Assessment
6	Review of Future Plans
7	Identification of Issues & Ranking
8	Definition of Desired Future Conditions
9	Develop Alternative Parking Options
10	Develop Final Recommendations (also see Initiative 6)

INITIATIVE 4: NEIGHBORHOOD EXPLORATION	
1	Develop Alternative Strategies
2	Confirmation of Campus-wide Framework
3	Conceptual Site Plans

INITIATIVE 5: CAMPUS FUSION	
1	Complete Neighborhood Plans
2	Refine Neighborhood Plans
3	Perspective Study Sketches
4	Stormwater Assessment for Swan Lake

INITIATIVE 6: RECOMMENDATION REFINEMENT	
1	Update Neighborhood Plans
2	Finalize Parking Strategies
3	Develop Triggers
4	Finalize Space Need Assessment

INITIATIVE 7: DOCUMENTATION	
1	Draft Technical Report
2	University Review
3	Final Draft Technical Report
4	University Review
5	Final Technical Report
6	Update University Web Site

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