



TOWN OF MANSFIELD
TOWN COUNCIL MEETING
MONDAY, January 12, 2004
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-DECEMBER 8, 2003

The regular meeting of the Mansfield Town Council was called to order by Mayor Elizabeth Paterson at 8:04 p.m. in the Council Chamber of the Audrey P Beck Municipal Building immediately following the Special Meeting of the Town Council.

I. ROLL CALL

Present: Bellm, Blair, Clouette, Haddad, Hawkins, Paterson, Paulhus, Schaefer, Thorkelson

II. APPROVAL OF MINUTES

Mr. Hawkins moved and Mr. Schaefer seconded to approve the minutes of November 24, 2003.

So passed unanimously.

III. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

Ann Jordan, 243 South Eagleville Road, read a letter for her husband William A. Jordan regarding the ordinance of possession of alcohol by persons under 21 years of age. He is in favor of this ordinance.

IV. PUBLIC HEARING

1. Amendment to Fee Waiver Ordinance

Judith Heald, from the Social Services Advisory Committee spoke in favor of this amendment to include the after school program at the Community Center. At its latest meeting the Advisory Committee spoke in favor of it. She urged the Council to approve the amendment.

V. OLD BUSINESS

2. Amendment to Fee Waiver Ordinance

Mr. Schaefer moved and Mr. Thorkelson seconded that effective December 8, 2003, to adopt the Fee Waivers Ordinance, Chapter 122, Article III of the Mansfield Code of Ordinances, as proposed by staff in its memorandum dated December 8, 2003, and which amendment will become effective 21 days after publication in a newspaper having circulation in the Town of Mansfield.

So passed unanimously.

William A. Jordan
243 South Eagleville Rd
Storrs CT 06268
860-429-8322
E-mail: jordunwa@mansfieldct.org

At the November 24, 2003 Town Council Meeting, Councilmen Gregory Haddad made a motion to adopt an ordinance "Regulating Possession of Alcohol by Persons Under 21 Years of Age". In doing so the motion was passed and was opened for discussion by all Council members present. Councilmen Haddad opened the discussion by stating his support of this ordinance. He explained by passing such an ordinance it would enable the State and Local Police to investigate and have some power to put an end to a problem that is truly endangering our youth here in town and nation wide as well.

At this point in the discussion, other Council members also spoke out and to my own dismay they were in no way supportive of their peer. In stead said Council members took this action somewhat personally. They felt that this was an invasion of their own personal privacy and some went on to say that it takes away their right to offer a drink of alcohol to someone under the age of 21 in their own home. "My response to this is that this ordinance may possibly be for you".

After about 15 or 20 minutes of debate this motion was voted to be tabled until more information could be sought out and to be re-opened at the December 8, 2003 council meeting.

As I sat through the remainder of the meeting I was not only confused but also angered in the fact that some of the elected officials of our town could not take an optimistic point of view to such a serious problem. Instead they looked at it as away that may affect what goes on under ones own roof. Which in my eyes was not the case at all.

As a parent of a teenager I can not think of a better ordinance to have. Anything we can do to protect our children is a plus in my eyes and should be looked at as such. We have a serious under age drinking problem in this town and in my profession I see the negative affects of it all too often. You as leaders of our town must put away your own personal agendas and insecurities and look out for what is right and in this case it is the protection of our youth.

In closing I urge each and every one of you to follow the ideas of Councilmen Haddad and vote in support of this ordinance. In doing so "the life that you may save is that of one who lives under the roof, that you so want to protect".

3. An Ordinance Regulating Possession of Alcohol by Minors

Mr. Schaefer moved and Mr. Hawkins seconded that effective December 8, 2003, to adopt "An Ordinance Regulating the Possession of Alcohol by Minors" as proposed by staff in its draft dated December 8, 2003, and which ordinance will become effective 21 days after publication in a newspaper having circulation in the Town of Mansfield.

Sargent Darcy, Resident State Trooper, Kevin Grunwald, Director of Social Services, Leigh Jones-Bamman, a member of the Regional Coalition supporting Youth, Gary Najarian, Project Coordinator for CT Coalition to stop underage drinking, and Chuck Leavens, Counselor at EO Smith High School, each spoke in support of this ordinance.

Mr. Clouette moved and Mr. Bellm seconded to amend the ordinance to read under Section 2, Definitions B. "Host" shall mean to organize a gathering of two or more UNRELATED persons.....and under Section 4. Hosting an Event or Gathering Restricted....unless such minor is accompanied by or is in the presence of, OR HAS PERMISSION of his or her parent.....

Roll call vote on the amendment:

Bellm Yes,
Blair No
Clouette Yes
Haddad No
Hawkins No
Paterson No
Paulhus No
Schaefer No
Thorkelson Yes

Amendment to the Motion failed 3 Yes and 6 No.

Mr. Schaefer called the question

Vote by voice on the motion. Motion passed to accept the ordinance.
Mr. Bellm voted No and Mr. Thorkelson abstained.

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

No action necessary.

5. Department of Parks and Recreation Program Fee Structure

No action taken.

6. Underage Drinking, University Spring Weekend and President Austin's Task Force on Substance Abuse.

No action taken.

VI. NEW BUSINESS

7. December 22, 2003 Town Council Meeting

Mr. Thorkelson moved and Ms. Blair seconded to cancel the regular Town Council meeting scheduled for December 22, 2003.

So passed unanimously.

8. Mansfield Community Center-Facility Use Fees

Mr. Schaefer moved and Mr. Hawkins seconded to adopt the facility rental rates for the Mansfield Community Center, as proposed by the Director of Parks and Recreation in his memorandum dated December 4, 2003.

So passed unanimously.

VII. DEPARTMENTAL REPORTS

VIII. REPORTS OF COUNCIL COMMITTEES

IX. REPORTS OF COUNCIL MEMBERS

The Mayor visited SouthEast school and spoke on her position as Mayor of the Town. She read several letters from the students thanking her for her time and comments.

X. TOWN MANAGERS REPORT

Tuesday at 7:30 p.m., Dec. 10, the Connecticut Legislative committee will be meeting in the Community Center to discuss 'Smart Growth'. This is the General Assembly's planning and development committee discussing how much public support exists for bills that address sprawl and property tax reform.

XI. FUTURE AGENDAS

Parking at the Community Center.

MANSFIELD COMMUNITY CENTER – PROPOSED FACILITY RENTAL RATES

Room	Resident/Member	Non-Member/Non-Res.
Community Room	\$30/hr	\$60/hr
Community Room with kitchen	\$45/hr	\$75/hr
Arts & Crafts Room	\$20/hr	\$40/hr
Teen Center	\$25/hr	\$50/hr
Full Gym	\$50/hr	\$100/hr
Half-Gym	\$25/hr	\$50/hr
Main Pool *	\$100/hr	\$200/hr
Therapy Pool	\$50/hr	\$100/hr
Dance/Aerobics Room	\$40/hr	\$80/hr
Audio/Visual Equipment	\$20 per use	\$20 per use
Deposit	\$25/area	\$25/area
Cancellations (requires 15 day notice)	\$25	\$25

*Note: EOS swim team use will be at \$50/hr

Birthday Party Package Proposal (for parties up to 15 people)

All parties must be run by the person purchasing the package. General clean-up is the responsibility of the rental group. Decorations and other items described below will be supplied. Cake option will be in the freezer in the kitchen waiting for them and pizza will be pre-ordered to be delivered at time specified. Staff may be hired to coordinate party options for an additional fee.

Room Rental Only package includes:

- 2 hours of time in the given room
- staff time for clean-up
- decorations (balloons, paper tablecloths, cups, plates, napkins, plasticware) supplied by rental group

Basic Party package includes:

- 2 hours of time in the given room
- staff time for set-up and clean-up
- decorations (balloons, paper tablecloths, cups, plates, napkins, plasticware)

Sports//Pool party includes:

- 1 hour of time in the given room
- 1 hour of time in gym OR pool
- staff time for set-up and clean-up
- decorations as described above.

Arts and Crafts Party includes

- 2 hours of time in either the Community Room or Arts and Crafts room
- staff time for set-up and clean-up
- decorations as described above
- choice of complete arts and crafts kits purchased ahead of time

Teen Center Parties should be used only by those aged 10 and above. Teen parties will include 1 hour in the arts and crafts room for food and 1 hour in the teen center. If they want to use both rooms longer, an additional charge will apply.

MANSFIELD RESIDENTS/COMMUNITY CENTER MEMBERS – Party Package Rates

Package	Community Rm.	Arts & Crafts Rm.	Teen Center
	@ \$30/hr.	@ \$20/hr.	@ \$25/hr
Room Rental only	\$75	\$50	\$60
Basic Party	\$140	\$105	\$125
Sports Party	\$160	\$125	\$145
Arts & Crafts Party	\$160	\$125	\$145
Pool Party	\$160	\$125	\$145
Add-Ons			
Cake/Soda	\$3/person	\$3/person	\$3/person
Pizza/Soda	\$5/person	\$5/person	\$5/person
Staff person	\$10/hour	\$10/hour	\$10/hour
Add'l people in group	\$5/person	\$5/person	\$5/person
Kitchen	\$15/hr	N/A	N/A

NON MEMBERS/NON-RESIDENTS - Party Package Rates

Package	Community Rm.	Arts & Crafts Rm.	Teen Center
	@ \$60/hr.	@ \$40/hr.	@ \$50/hr
Room Rental only	\$150	\$100	\$115
Basic Party	\$185	\$175	\$200
Sports Party	\$225	\$215	\$240
Arts & Crafts Party	\$225	\$215	\$240
Pool Party	\$225	\$215	\$240
Add-Ons			
Cake/Soda	\$4/person	\$4/person	\$4/person
Pizza/Soda	\$6/person	\$6/person	\$6/person
Staff person	\$10/hour	\$10/hour	\$10/hour
Add'l People in group	\$6/person	\$6/person	\$6/person
Kitchen	\$20/hr	N/A	N/A

XII. PETITIONS, REQUESTS AND COMMUNICATIONS

9. The Hartford Courant-"Tighten Rules on Drinking"
10. Mansfield Conservation Commission re: University of Connecticut Hazardous Waste Comparative Site Study
11. Planning and Development Committee re: Informational Hearings
12. P. Hempel re: Mt. Hope Bridge Project
13. Traffic Accident Surveillance Report-Mansfield and other area locations
14. The Day "State Educators Push for More Preschool Programs"
15. L. Hultgren re: Updating Priority List of Walkway Projects
16. C. van Zelm re: Comments on New Town Center
17. The Journal Inquirer-"Group Picked to Develop UConn Commercial Center"
18. The Daily Campus "Future Development of Campus Discussed"
19. Urban Partners-Technical Memorandum: Downtown Mansfield Municipal Development Plan Market Study
20. UConn Master Plan Advisory Committee November 5, 2003 Minutes
21. UConn Students Living on Campus at Storrs 1985-2003
22. The Willimantic Chronicle-"Mansfield Community Center is an Instant Hit"
23. Mansfield Conservation Commission re: Albert E. Moss Sanctuary

XIII. EXECUTIVE SESSION

Not needed.

XIV. ADJOURNMENT

At 9:56 p.m. Mr. Schaefer moved and Mr. Paulhus seconded to adjourn the meeting.

So passed unanimously.

Elizabeth Paterson, Mayor

Joan E. Gerdson, Town Clerk

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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

January 12, 2004

Town Council
Town of Mansfield

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

Dear Town Council:

Attached please find new correspondence concerning the UConn Landfill. At this time, the Town Council is not required to take any action on this item.

Respectfully submitted,

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

Martin H. Berliner
Town Manager

Attach:(2)



STATE OF CONNECTICUT
DEPARTMENT OF ENVIRONMENTAL PROTECTION



December 12, 2003

Dr. John D. Peterson
Chancellor and Provost for University Affairs
University of Connecticut
352 Mansfield Road, U-86
Storrs, Connecticut 06269-2086

RE: Closure Plan
University of Connecticut Landfill and Former Chemical Pits
Consent Order No. SRD-101

Dear Dr. Peterson:

The Permitting, Enforcement and Remediation Division of the Bureau of Water Management (the Department) has reviewed the closure plan titled "Closure Plan, UConn Landfill and Former Chemical Pits, University of Connecticut, Storrs, Connecticut", dated August 2003. The closure plan was submitted by Haley & Aldrich, Inc. on behalf of the University of Connecticut (UConn), in conjunction with Consent Order No. SRD-101.

Attached are the Department's and the Town of Mansfield's comments to the plan. Please submit a revised closure plan by January 26, 2004 that incorporates the comments.

If you have any questions regarding these comments or the project in general, please contact me at (860) 424-3705, or Raymond Frigon, Jr. of my staff at (860) 424-3797.

Sincerely,

Elsie Patton

Elsie Patton
Acting Director
Planning and Standards Division
Bureau of Waste Management

enclosure

- c: Ray Frigon, DEP
- Rick Standish, Haley & Aldrich
- Charles Franks, EPA
- ✓ Martin Berliner, Town of Mansfield
- Rob Miller, Eastern Highlands Health District
- Gail Batchelder, HGC Environmental Consultants
- Richard Miller, Esq., UConn

- James Pietrzak, UConn
- Ayla Kardestuncer, Mansfield Common Sense
- Allison Hilding, Mansfield Common Sense
- Nancy Farrell, Regina Villa Associates
- Marion Cox, Resource Associates

Dr. John D. Peterson, Chancellor and Provost for University Affairs
December 5, 2003

Technical Comments provided by CT DEP Remediation Section regarding the
"Closure Plan, UConn Landfill and Former Chemical Pits, University of Connecticut,
Storrs, Connecticut", dated August 2003.

1. The flexible membrane liner covering the landfill is shown to extend beneath the proposed stormwater collection pond at the south side of the landfill. A warning layer should be buried a sufficient distance above the FML to protect it during sediment excavation activities.
2. The leachate recovery pumps will require control panels to monitor and direct pump actions. Will the control panels be located in the compressor buildings? Will the control panels be equipped with alarms in the event of a malfunction?
3. The groundwater samples obtained from on-site monitoring wells as part of the long-term monitoring program should be obtained using a low-flow sampling technique.
4. Has there been consideration given to how snow will be removed or managed on the proposed parking lot? Will snow need to be removed from the parking area, or will stockpiling on the proposed parking lot or side slopes have any potential detrimental effects to the remedy?
5. The report shows post-closure stormwater conveyed through catchbasin piping located beneath the FML. Further consideration needs to be given to alternative methods of stormwater collection that keep conveyance piping above the FML. Please include discussion on this issue in the report.

If the report can justify that the proposed design for stormwater management is the best overall option, then the corrugated polyethylene drainage tube sections should be joined with a flexible rubber coupler to allow for some settlement.

MEMORANDUM

TO: Raymond Frigon, Waste Planning & Standards Division

FROM: David McKeegan, Waste Engineering & Enforcement Division

SUBJECT: UCONN Landfill - proposed closure plan

DATE: October 17, 2003

I have completed the review of the report entitled "Closure Plan, UCONN Landfill and Former Chemical Pits, University of Connecticut, Storrs, Connecticut" prepared by Haley & Aldrich, Inc. and others, dated August 2003. Conceptually, I don't have any significant problems with the proposed closure plan for this permitted disposal area. However, UCONN and/or the engineering consultants responsible for the closure plan should address the following comments/issues:

1. Does UCONN need to submit an application for a permit modification, pursuant to CGS 22a-208a, for the proposed closure project? There is no mention of modifying the original permit in the proposed plan. Based on the information provided it appears that the site is being "altered" (i.e., changing approved design, capacity, etc.), which requires a permit modification. Perhaps this was discussed over the course of developing the closure plan and WEED determined that it was not necessary. Do you have any insight on this?
2. Section 3.1 (Waste Consolidation) discusses removing approximately 30,000 cubic yards of waste from areas adjacent to the landfill and placing this waste on the landfill. It is not clear on the origin or the type(s) of waste involved - has the landfill footprint been delineated incorrectly or was this waste deposited beyond the footprint during disposal operations? Is there sufficient remaining disposal capacity at this landfill to allow the proposed waste consolidation? This may lend further support for modification of the existing permit. Section 3.2 (Sediment Remediation) briefly discusses management of excavated sediments (i.e., stockpile and dewater on top of landfill). It is not clear on how the dewatering process will be handled - will the effluent run off the landform or will the sediment be contained to allow the effluent to percolate through the waste? If allowed to percolate through the landfill isn't there a concern that additional leachate may be generated. Typically, WEED does not allow the dewatering of any materials on a landfill.
3. Section 4.2.3 (Daily Cover Plan) discusses the use of daily cover material in the landfill areas being excavated and filled. This section also mentions, "approved alternative daily cover materials may be used to supplement or replace daily cover soils". Clarification should be given on who actually approves the use of these alternative cover materials - engineer, DEP, others,

etc. In accordance with the solid waste management regulations (Section 22a-209-1), the Commissioner approves landfill cover material.

4. Section 4.2.4 (Waste and Soil Placement and Compaction) discusses the placement of relocated waste in lifts no greater than two (2) feet thick. There is no indication on the size of the area that will be filled on a daily basis or the sequence of fill. The solid waste regulations specify that the working face shouldn't exceed 150 feet in width and the cell construction method shall be used. Given the information that 30,000+ cubic yards of waste will be relocated, the closure plan should provide more details on the actual disposal activities.
5. Section 4.3.2 (Gas Venting Layer) outlines the passive gas venting system for this landfill and indicates that an active gas collection and treatment system is not required due to the size of the landfill (i.e., in place waste does not exceed EPA threshold). Even though this may be the case, the Bureau of Air Management should still be queried on whether this landfill needs any permits and/or approvals for the passive gas venting system, pursuant to their regulations.
6. Section 4.3.3 (Low Permeability Layer) summarizes the use of a 40-mil thick LLDPE flexible membrane liner as the low permeability layer in the final cover. A brief discussion is provided on the termination of the liner "in an anchor trench at the footprint of the landfill... as indicated on drawing C-17". Upon review of drawing C-17 it is not readily apparent on the design details (i.e., depth, width, etc.) of the liner anchor trench. Section 5.3 (Anchor Trench Design) briefly discusses the depth of the proposed trench, however this information should be included in the engineering drawings. Additionally, there is no discussion on the mechanism to secure the liner at the top of the slope. Details should be provided in the closure plan.
7. Section 5.4.2 (Post-Closure Conditions) discusses the installation of a catch basin system to manage stormwater runoff from the proposed parking area. It appears that the drainage system piping will be placed beneath the flexible membrane liner. Was any consideration given to placing the drainage system above the liner? Placing it above the liner would reduce the penetrations of the liner and allow easier access to the system if it ever needed repair, as the liner would not have to be disturbed.
8. Section 6.1.2 (Contaminated Sediment Removal and Relocation) outlines the excavation and stockpiling of contaminated sediment on top of the landfill for dewatering and its subsequent use as common fill. Reviewing the proposed closure plan, it is not readily apparent that the sediment has been characterized. Engineering drawing C-7 (Cover System Details) provides details on the proposed cover system and it shows "common fill" as being above the liner, while the narrative suggests that this material will be placed "within the limits of the FML barrier layer". This may be confusing to individuals working on this project and it should be clarified that the contaminated sediment will not be placed above the flexible membrane liner.

9. Section 7.0 (Applicable Permits) outlines the permits/approvals needed for this project. If it is determined that a permit modification (see ques. #1) is not necessary, then (in addition to a disruption authorization) a landfill closure authorization and post-closure use authorization would also need to be obtained to approve the closure and the construction of the parking area on the closed landfill. It is possible for WEED to combine the disruption, closure and post-closure use into one comprehensive authorization.
10. Section 9.3 (Record Keeping and Reporting) discusses the operation, maintenance and monitoring activities for the closed site. This section should be revised to state who will actually do the routine site inspections (i.e., UCONN staff, engineering consultant, professional engineer, etc.). It may not be warranted for this particular site but in some instances WEED has required that an independent professional engineer (i.e., not connected with the site owner) conduct the site inspections and monitoring of the closed landfill.

The following questions/concerns are from the review of the appendices in the proposed closure plan:

1. Appendix A (Specifications) Section 02200-Earthwork

Section 1.04 (definitions) reference is made to the Massachusetts Contingency Plan - what is this plan and why is it relevant to this project?

Section 1.06(D) discusses chemical testing on proposed fill material from off-site sources - who reviews/approves this material and what standards are the testing results compared to? As written, the testing protocol does not include TCLP analysis - is this an oversight? Does the contaminated sediment that is being excavated adjacent to the landfill constitute an off-site source?

Part 2 Products - Section 2.01 (Engineered Fills)

Paragraph L (Compacted MSW) discusses the "excavated municipal solid waste from the existing Landfill" - this needs to be clarified - the review of the closure plan discusses the removal of cover material from the existing landfill not the excavation of municipal solid waste. If this paragraph is erroneous then delete it from the specifications.

Paragraph M (Tire Shreds) "tire shred materials shall be manufactured from scrap tires which have been shredded" - what is the purpose of the shredded tires and where is this use described in the proposed closure plan? If this paragraph is erroneous then delete it from the specifications.

Paragraph O (Drainage Layer) - has a friction angle been specified for any soil materials used as a drainage layer above the liner?

2. Section 02270 (Erosion and Sediment Control) section 1.03 paragraph A should be updated to reflect the 2002 version of Connecticut's "Guidelines for Soil Erosion and Sediment Control".

The following questions/concerns are from the review of the engineering drawings that were submitted with the proposed closure plan:

1. Construction details (i.e., depth, width, etc.) on the anchor trench and information on the placement of the flexible membrane liner within the anchor trench should be depicted on the engineering drawings. This information was not readily discernable upon review of the engineering drawings.
2. Sheet C-17 (Leachate Interceptor Details) provides construction details on the various components of the leachate interceptor trench (LIT) and the wells and force main associated with the LIT. The detail of the LIT shows the 40-mil top liner and the 60-mil vertical curtain wall placed in the same anchor trench. Details should be provided on the how the two liners will be placed in the trench, as well as information on the material that will be used as fill material.

The LIT well detail appears to depict the HDPE force main going through the anchor trench and the 40-mil top liner. Is this an accurate depiction of the design?

The detail of the LIT outside the FML limits does not include an anchor trench for the vertical curtain wall - is this an oversight or will some other mechanism be used to ensure the stability of the vertical curtain wall - it is not clear from the design details.

3. Sheet C-24 (Parking Lot Plan) depicts a bus turnaround and shelter on top of the landform. Construction details of the proposed shelter should be included in the engineering drawings. Additionally, depending on the design of the structure, steps should be taken to address landfill decomposition gases impacting individuals using this structure. A similar evaluation for landfill gases should be conducted for the on-site compressor buildings. As necessary, appropriate steps should also be taken to prevent the utility lines from being conduits for landfill gases.

Let me know if you need me to clarify any of these issues or if you want to discuss any of them in greater detail.

October 17, 2003
Loureiro Engineering Associates, Inc.
Technical Review Comments
August 2003 Closure Plan
UCONN Landfill and Former Chemical Pits
and July 2003 Technical Memorandum
Supplemental Remedial Alternatives Analysis
University of Connecticut Storrs, Connecticut

Loureiro Engineering Associates, Inc. has received and reviewed a copy of the August 2003 report entitled *Closure Plan UCONN Landfill and Former Chemical Pits University of Connecticut Storrs, Connecticut* and the July 2003 report entitled *Technical Memorandum Supplemental Remedial Alternatives Analysis University of Connecticut Storrs, Connecticut* prepared by Haley & Aldrich, Inc., Environmental Research Institute, Epona Associates, L.L.C, F.P. Haeni, L.L.C., and Regina Villa Associates, Inc. The following represent the technical comments resulting from our review of the above referenced reports.

CLOSURE PLAN - SPECIFIC TECHNICAL REVIEW COMMENTS

Page 1-11, Section 1.4 contains a reference that an Environmental Land Use Restriction will be recorded for the UCONN Landfill because it is permitted under the solid waste management regulations. This statement should be revised, the regulatory program under which ELUR's are recorded are the Remediation Standard Regulations. In the case of the landfill, there is a regulatory requirement in the Solid Waste Management Regulations to record the limits of the landfill on the land records. However, this does not obviate the need to record and ELUR in accordance with the RSRs.

Page 3-1, Section 3.1 contains a statement that waste consolidation south of the landfill will be performed assuming landowner permission is granted. This statement should be supported by a description of the efforts put forth to secure permission as the current statement could leave a reader with the impression that in the event landowner permission is not secured, no waste consolidation will be performed in this area.

Page 3-1, Section 3.2 is a description of the sediment remediation activities to be performed. Has consideration been given to the potential that the proposed remedial solution of the Landfill will preclude further degradation of the wetlands and that natural biological processes will result in restoration to ecological benchmarks? We are unaware that such an evaluation had been presented in the past. The reason for the comment is the disruptive nature of the proposed remedy (i.e. excavation) may have a greater detrimental impact on the wetland.

Page 4-3, Section 4.3.2 includes a statement that an active gas collection system is not required because the landfill does not contain equal to or in excess of 27.5 million tons. Based on the landfill footprint, size of the landfill, it is expected that the UCONN landfill is significantly smaller than 27.5 million tons and providing the reader that perspective would be beneficial.

October 17, 2003
Loureiro Engineering Associates, Inc.
Technical Review Comments
August 2003 Closure Plan
UCONN Landfill and Former Chemical Pits
and July 2003 Technical Memorandum
Supplemental Remedial Alternatives Analysis
University of Connecticut Storrs, Connecticut

Page 6-1, Section 6.1.1 should be revised to refer to a Stormwater Pollution Control Plan required by the General Permit for Stormwater and Dewatering Wastewater Associated with Construction Activities rather than a Stormwater Pollution Prevention Plan.

Page 6-2, Section 6.1.1 final paragraph should be revised to reference Connecticut Department of Public Health guidelines for well abandonment.

Page 7-1, Section 7.1 indicates that UCONN has already applied for specific project required permits. It was our understanding that all documents required for compliance with the Consent Order were to be subject to the public participation process. If this is correct, in the future, copies of permit applications should be submitted to the Technical Review Committee for review and comment prior to submission.

Page 9-5, Section 9.2.4 indicates that LIT operation will be optimized during the first full year of operation and such optimization will include the evaluation of water levels in wells and piezometers. Specifically which piezometers? Section 6.1.1. indicates that during mobilization, 71 existing groundwater monitoring wells will be abandoned and that only five shallow groundwater monitoring wells will remain. If additional wells or piezometers are proposed to evaluate LIT operation and maintenance, these should be clearly identified within the Closure Plan.

The issue of monitoring water levels also raises the question as to timing of the abandonment of the wells. Although many wells will be destroyed during construction of the landfill cap and LITs, it might be beneficial to keep several surrounding monitoring wells in operation, in addition to the five shallow wells that are proposed for the Long Term Monitoring Plan, until an appropriate evaluation of the hydrologic effectiveness of the cap and the LITs has been performed. In fact, it would seem that measurements of water levels in several existing wells for at least a year after the remedy has been operating would be necessary to evaluate the hydrologic effect of the cap and LITs compared to what was anticipated in the design.

Table 1 does not indicate the submission of the permit application for a 401 Water Quality Certification nor does the table indicate if consideration has been given to the likely requirement that the project will require Flood Management Certification. The permit application number cited, DEP-IWRP-APP-100 should be revised to DEP-IWRD-APP-100 and this form will be applicable for State Wetlands, Flood Hazard Certification (if required) and the 401 Water Quality Certification.

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CLOSURE PLAN - TECHNICAL SPECIFICATIONS

A general review of the technical specification was performed as part of the review of the Closure Plan. In general, this review did not result in the identification of any issues that would affect the implementation of the remedy. The following are comments that were noted during the general review.

Section 02322, page 3 contains references to methods for analysis of soil and groundwater samples. As an example, an EPA method other than 418.1 or the CT approved ETPH method is mentioned for TPH analysis. A review of specifications should be performed to ensure they are project specific and that method references are applicable to approved methods for use in Connecticut for projects subject to the Remediation Standard Regulations.

Section 02322 references the performance of dewatering. No mention of obtaining a Groundwater Remediation Wastewater General permit or Emergency Authorization for construction dewatering wastewater is mentioned within the Closure Plan. The only mention identified was associated with the operation of the LITs.

Section 02322, page 17 references dewatering is to be performed in accordance with Section 02200 - Earthwork. Section 02200 contains no reference to dewatering.

CLOSURE PLAN - LONG-TERM MONITORING PLAN

Page C-1, last paragraph and Page C-5, last paragraph indicate that UCONN will perform quarterly groundwater monitoring for two years and will, based on the results of the initial year of sampling, may request reduction of monitoring frequency. The RSRs actually require that 3 years of post-remediation monitoring (consisting of consecutive quarterly sampling events with all results in compliance with the RSRs) be performed in GA Groundwater Classification areas, unless a variance from that requirement is approved by the Department. We are of the opinion that the petition for a reduction in that period of monitoring should not be made until at least two years of monitoring data are obtained to ensure positive compound identification and assess the presence or absence of any observable trends.

We further believe that some program of long-term groundwater monitoring is necessary, and will likely be required pursuant to the State of Connecticut Solid Waste Management Regulations, in excess of the two to three years noted above, to ensure that the landfill cap and interceptor trenches continue to function as anticipated throughout the entire period of their operation. This monitoring network should include, but not be limited to,

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wells in which concentrations of one or more constituents have been indicative of discharge of leachate from the landfill to the groundwater.

With this concept in mind, the network of shallow wells to be monitored under the Long-Term Monitoring Plan described in Appendix C of the Closure Plan should be designed to ensure that those locations where one or more constituents have been detected at concentrations that are indicative of discharge of leachate from the landfill to the groundwater are included in the Plan. Since new wells are to be installed at three locations, it is not clear whether this criterion would be met. Therefore, existing wells where evidence of contamination from the landfill has been identified and that do not need to be destroyed during construction activities should continue to be monitored for at least the period of two to three years required under the RSRs for post-remediation monitoring.

Page C-4, Section 2.7 should contain a complete list of all VOCs and metals for which analysis will be performed or should reference the lists provided in the appendix.

TECHNICAL MEMORANDUM –
SUPPLEMENTAL REMEDIAL ALTERNATIVES ANALYSIS

General Comment:

Although we have several concerns with respect to the modeling effort that was used to demonstrate that the interception of groundwater entering the landfill from the east would not eliminate a sufficient volume of groundwater from being in contact with waste material beneath the footprint of the landfill, we are of the opinion that the selected remedy represents an appropriate remedy for the landfill.

The primary aspects of the remedy that would be affected should the modeling prove to be inaccurate would be the volume of leachate generated and the length of time that the LITs would need to remain in operation to meet the goals of the consent order (i.e. to eliminate a discharge of leachate). As there is an inherent uncertainty regarding the actual leachate generation rate that can not be answered until the LITs are installed and operational, we are of the opinion that a significant monitoring effort will be necessary to determine the effectiveness of the system. The current submissions do not spell out in adequate detail the efforts that will be put forth to make such a determination.

The specific concerns with respect to the groundwater model used are based on several factors, including the error associated with each of the input parameters, the single

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calibration used, and particularly the fact that the equations on which the model was based were developed for porous media such as unconsolidated sand and gravel or till deposits, not fractured bedrock such as that observed in the study area, which does not seem to meet the requisite characteristics for the mathematics inherent to the model to apply. Although there are situations where it is recognized that such a model could be applied to a bedrock aquifer, the bedrock underlying the landfill and vicinity appears to be anything but homogenous and isotropic, and flow in that aquifer has not been presented as equivalent to that in porous media at any time during the entire hydrogeologic investigation.

Based on the fact that a groundwater model was used as means to assess remedial alternatives and we have underlying concerns regarding the groundwater model, we are not in a position to agree that upgradient groundwater interception is infeasible based on the data provided. However, the level of effort that would be required to address each of the concerns we have with respect to the modeling effort in a scientifically defensible manner at the expense of the Town of Mansfield is not justifiable given that we concur that the installation and operation of LITs would be required for a period of time regardless of the effectiveness of upgradient groundwater interception. The combination of capping and LITs, coupled with a to be provided more detailed evaluation of the effectiveness of and the remedy is, in our opinion, an appropriate remedy for the landfill.



University of Connecticut
Division of Business and Administration

REC'D DEC 31 2003

Architectural and
Engineering Services

December 29, 2003

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

**RE: CONSENT ORDER #SRD 101, STATE OF CONNECTICUT
DEPARTMENT OF ENVIRONMENTAL PROTECTION (CTDEP)
QUARTERLY PROGRESS REPORT – OCTOBER, NOVEMBER, AND DECEMBER
2003 - UNIVERSITY OF CONNECTICUT LANDFILL, STORRS, CT
PROJECT # 900748**

Dear Mr. Frigon:

The University of Connecticut (UConn) is issuing this Quarterly Progress Report to the Connecticut Department of Environmental Protection (CTDEP). Project progress is discussed for the following topics:

- UConn Landfill Closure
- Update on Extension of Water Service - Meadowood and North Eagleville Road
- UConn F-Lot Landfill Closure
- UConn Landfill Interim Monitoring Program
- Remedial Action Plan Implementation, Landfill and Former Chemical Pits
- Closure Schedule Following CTDEP Approvals
- Hydrogeologic Investigation – UConn Landfill Project
- Long-Term Monitoring Plan
- Technical Review Sessions
- Technical Review Session Information
- UConn's Technical Consultants - Hydrogeologic Team
- Discussion on Activities Completed in October 2003
- Discussions of Activities Completed in November 2003
- Discussion on Activities Completed in December 2003
- Schedule for Compliance (Revision No. 3)
- Listing of Project Contacts
- Reports
- Certification

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

UConn Landfill Closure

Project Status Background

On June 26, 1998 the Department of Environmental Protection issued a Consent Order to the University of Connecticut. The order requires UConn to thoroughly evaluate the nature and extent of soil, surface water and groundwater pollution emanating from the UConn landfill, former chemical pits and an ash disposal site known as F-Lot. The order also requires UConn to propose and implement remedial actions necessary to abate the pollution.

The Comprehensive Hydrogeologic Report and Remedial Action Plan have been submitted to CTDEP. UConn released the Draft Final Comprehensive Hydrogeologic Investigation Report and Remedial Action Plan for the UConn Landfill for public view on January 20, 2003. Copies of the eight-volume report, comments from reviewers (CTDEP, United States Environmental Protection Agency - USEPA, and the Town of Mansfield) and a summary fact sheet are available in the research section of the Mansfield Public Library, in the Town Manager's Office, at University Communications and at the CTDEP in Hartford. See Reports section of this letter for additional information.

Permit Applications

ACOE NE: As part of the U.S. Army Corps of Engineers New England District (ACOE NE) Individual Permit Application for the Closure Plan for the UConn Landfill and Former Chemical Pits, a vernal pool survey was completed within a 600-foot radius of the UConn Landfill in Storrs, CT. Vernal pools are considered "special wetlands" under ACOE NE Programmatic Permit for Connecticut. On July 15, 2003 the ACOE NE published a Public Notice regarding UConn's request for a permit under Section 404 of the Federal Clean Water Act.

A wetland mitigation plan has been prepared in response to comments received from the Corps of Engineers on the federal wetland permit application (Letter C. Rose to J. Kastrinos, October 30 2003). The mitigation plan addresses restoration of federally regulated wetlands disturbed during the remediation project construction and other mitigation for wetlands that will be permanently lost due to the project. It also addresses implementation of the restoration plan, including topsoil requirements, plantings, and control of invasive species.

CTDEP: On September 12, 2003, Permit Application Transmittal Forms for the UConn Landfill Project Number 900748 were submitted to CTDEP for Water Discharge to Sanitary Sewer, Inland Wetlands and Watercourses, Inland 401 Water Quality Certification, and Flood Management Certification permits. On November 6, 2003 UConn submitted the Permit Application Transmittal Forms to CTDEP for the Discharge of Groundwater Remediation Wastewater to a Sanitary Sewer. A December 3, 2003 transmittal from Haley & Aldrich to CTDEP provided responses to comments by CTDEP on the ACOE NE Application No. WQC 200302988, IW-2003-112, FM-2003-205.

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Conditional Approval Letter Received

A Conditional Approval letter dated June 5, 2003 regarding the Comprehensive Hydrogeologic Report and Remedial Action Plan was issued by CTDEP to UConn.

CTDEP approved the Plan, which includes the following elements:

- Landfill regrading
- Installation of a final cover over the landfill and former chemical pits
- Elimination of leachate seeps
- Regrading and capping of the chemical pit area
- Establishing a vegetative cover
- Plan for post-closure maintenance
- Long-term program for monitoring groundwater and surface water quality
- Schedule for implementing the work.

Comprehensive Hydrogeologic Report

Haley & Aldrich on behalf of UConn requested the elimination of the installation of one new deep monitoring well B402R (MW) from the Long-Term Monitoring Plan (LTMP).

Closure Plan

On August 4, 2003 the Closure Plan report was submitted to CTDEP, Town of Mansfield, Eastern Highlands Health District (EHHD), and the USEPA. The plan describes how the Remedial Action Plan will be implemented to close the UConn landfill, former chemical pits and F-Lot disposal site. Elements of the closure plan included:

- Site preparation, limited waste relocation, compaction and subgrade preparation and capping
- Landfill cap construction, which includes a gas collection layer, low permeability layer and protective cover/drainage layer
- Construction and operation of a gas collection system to manage methane gas emissions from the landfill and prevent uncontrolled migration
- Collection of a leachate collection system
- Construction and operation of a storm water management system
- Development of a comprehensive post closure maintenance and monitoring program
- Development of the former chemical pits area as green space
- Use of the landfill and F-Lot site as parking lots

The closure plan sets aside areas for a number of activities to take place, including soil processing and stockpiling, room for storing materials and equipment, and soil and waste removal areas. UConn's construction management firm will have to comply with odor, noise, dust and other controls, including keeping any relocated waste covered. The contractor will also build a construction fence around the site

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for security. The first steps in closing the landfill will focus on removing sediments and consolidating waste.

Private Property Access

UConn had previously requested access to property described on Town of Mansfield, CT Assessor's Map 15, Block 23, Parcel #7. Request to the property owner was made again in October 2003 by UConn to remediate sediments, continue to collect samples, to install wells, and to purchase parcel. To date, a response from the landowner has not been received.

Interim Monitoring Program Update

CTDEP: On September 25, 2003, the CTDEP requested that all groundwater samples collected in the next scheduled round of the IMP be submitted to a private laboratory certified by the CTDPH. In addition to the regulatory sampled private wells, UConn is sampling the private wells serving the following addresses for volatile organic compounds at a private certified laboratory: all private wells serving residences on Meadowood Road. In addition, 213 and 219 North Eagleville Road and 201, 202, 203, 206, 211, 219 and 222 Separatist Road are to be sampled.

UConn/Haley & Aldrich: Subsequent research at the Mansfield Town Hall noted that the residences on Meadowood Road include numbers 21, 22, 28, 38, 41, 44, 47, 50, 54, 60, 61, 66, 74 and 78 Meadowood Road. Research at the Town also noted that 202, 203 and 206 Separatist Road are not valid residences, but 205 Separatist is one residence that was added to the list of residences to be sampled. Note: 222 Separatist Road has already been tied into the UConn water system and the property well taken out of service.

Update on Extension of Water Service - Meadowood and North Eagleville Road

CTDEP Conditional Approval

The CTDEP Conditional Approval letter required UConn to offer several residences the opportunity (see table that follows) to be connected to UConn's water supply. UConn authorized Lenard Engineering, Inc. to conduct surveying, review existing property information and to accomplish the design of the water main and services for these residences.

UConn has notified owners at these properties of the CTDEP requirements and has requested owner approval to install a service connection and abandon the existing well.

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The table that follows notes which residences an offer was made and the responses by property owners received to date.

Table 1 Offer to Connect to UConn Water System and Well Abandonment Responses

<u>Address</u>	<u>Offer to Connect</u>	<u>Well Abandonment</u>
10 Meadowood Road	Accepted	Accepted
11 Meadowood Road	Accepted	Accepted
21 Meadowood Road	Accepted	Accepted
22 Meadowood Road	Rejected	Rejected
28 Meadowood Road	Accepted	Accepted
213 North Eagleville Road	Accepted	Accepted
219 North Eagleville Road	Accepted	Accepted

Tentative Schedule for the Design, Approval, and Construction for Extension of Water Service

- Complete design plans; submit to CTDEP and Department of Public Health (CTDPH) for approvals - submittal on September 5, 2003.
- Allow six weeks for CTDEP and CTDPH review and approvals - October 2003 (Only CTDPH comments received to date)
- Allow six weeks to advertise and review bids - January 14, 2004
- Award contract - early 2004
- The University of Connecticut will be accepting sealed bids from previously pre-qualified general contractors for the Multiple Award Construction Mini-Contract Program (MAC Program). Bids will be accepted only from Pre-Qualified General Contractors at the UConn Office of Capital Project and Contract Administration on January 14, 2004, at which time they will be publicly opened and read.

Since it will be early 2004 before UConn could award a contract, construction will be scheduled for Spring 2004.

- Review of contractor's submittals - January to March 2004
- Start construction - April 1, 2004
- End construction - August 1, 2004

UConn has received a project approval letter with conditions for Extension of Water Service dated September 8, 2003 from the CTDPH.

UConn F-Lot Landfill Closure

UConn F-Lot Landfill Closure work completed included pavement removal, filling and compacting to grade, electrical system installation, installation of geotextile and 40-mil liner materials, and three inches of asphalt paving.

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UConn Landfill Interim Monitoring Program (IMP)

IMP sampling continued during this period. Thirty-one monitoring wells were identified and are being sampled in this current program, consisting of seven monitoring wells for shallow groundwater, five locations for surface water, and nineteen active residential water supply wells. Sampling, as part of the IMP, will continue until the LMP is initiated in January 2004.

CTDEP has requested UConn to sample residences on Meadowood and Separatist Roads utilizing a state certified laboratory.

Remedial Action Plan Implementation, Landfill and Former Chemical Pits

UConn accepted Pre-Qualification Applications on March 31, 2003 from Construction Management firms for the following Project: Remedial Action Plan Implementation, Landfill And Former Chemical Pits, UConn Project Number 900748. UConn is evaluating the Construction Management firms' information.

Project Objective: UConn plans to award a Construction Manager firm an at-risk contract with a Guaranteed Maximum Price (GMP) with separately negotiated pre-construction services. The selection process will include, but not be limited to, a firm's proven performance to manage large projects of similar scope and complexity and deliver it on time and within budget. The Management team and its key staff members to be assigned to the project are expected to be of the highest caliber, possess technical excellence and share UConn's utmost concern with maintaining schedule compliance. The firms who are pre-qualified will be provided with available materials and given a tour of the site and brief presentation of the complexities of the project.

After pre-qualification, each pre-qualified firm will be asked to respond to a Request for Proposal by providing information relative to such items as project staffing, schedule compliance, project controls, construction plan, fee for construction management services, general conditions costs and fee for pre-construction services, including producing estimates based on existing design schedules. A combination of technical qualifications, possible oral presentation, and fees will be considered in the final selection process. The GMP will be negotiated during the contract document phase of project development.

Request for Proposal packages are currently being assembled by Haley & Aldrich, but final drawings and specifications are dependent on USCOE and CTDEP permit requirements. The packages to be sent pre-qualified project management firms will include:

- UConn General Conditions
- Technical Specifications (latest sets with revisions)
- Drawings (latest sets with revisions)
- Closure Plan
- Boring/Well Information
- Soil/Groundwater/Sediment quality data

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- Earthwork Quantities
- Schedule
- Permit Information (Army Corps & CTDEP)
- Other Information

Closure Schedule Following CTDEP Approvals

- Preparation of Bid Documents - Weeks 1-4
- Hire Project Construction Management - Weeks 2-3
- Review Contractor Submittals - Weeks 3-11
- Mobilization, Site Preparation, and Stormwater/Erosion Control - Weeks 11-16
- Contaminated Sediment Removal and Relocation - Weeks 17-22
- Waste Consolidation - Weeks 23-34
- Construction of the leachate interceptor trenches (LITs) - Weeks 35-40
- Land Reshaping and Grading - Weeks 38-42
- Cover System Installation - Weeks 43-49
- Road and Parking Lot Construction - Weeks 38-50
- Project Completion, Demobilization and Closeout, Installation of Monitoring Wells - Weeks 51-54
- Preparation of closure certification report - Weeks 55-58

Hydrogeologic Investigation – UConn Landfill Project

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

To satisfy various citizen and regulatory concerns, all of the samples to be taken at the end of September to early October 2003 from residential wells as part of the ongoing interim monitoring program will be analyzed by an independent, state-certified lab. The certified laboratory will also perform the surface water and monitoring well sampling. ERI will conduct 10% to 20% duplicate sampling. H&A will assess this data and will provide all of the information to homeowners, the Town of Mansfield, EHHD, CTDEP and U.S. EPA. Phoenix Environmental Laboratories, Inc. (Phoenix) is located in Manchester, CT and is an independent State-certified laboratory (<http://www.phoenixlabs.com/Profile.html>).

Long-Term Monitoring Plan (LTMP)

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

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The CTDEP Conditional Approval letter call for the following Mansfield residences to be included in the LTMP:

- | | | |
|---------------------|-----------------------|-----------------------|
| ▪ 38 Meadowood Road | ▪ 65 Meadowood Road | ▪ 206 Separatist Road |
| ▪ 41 Meadowood Road | ▪ 202 Separatist Road | ▪ 211 Separatist Road |

Technical Review Sessions

Public involvement principles are summarized as follows:

- Public involvement includes the promise that the public's contribution can influence decisions.
- The process must be periodically updated to ensure that it is effective in facilitating these principles.
- The process provides participants a way to define how they want to be involved and participate.
- The process supplies participants with information they need in order to participate in a meaningful way.
- The public involvement process seeks out and facilitates the involvement of all those potentially affected.

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

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

Technical Review Session Information

General

To summarize, the public involvement process is being utilized to provide public involvement in the CTDEP decision-making process regarding the investigation, environmental monitoring programs, and potential cleanup of the site. In addition, the following has occurred:

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

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Public Availability Review Session

There were no public availability sessions held during this quarterly reporting period.

UConn Project Web Site

UConn announced in Spring 2003 that a new web site will provide up-to-date information on the UConn Landfill Remediation Project. The web site was created in response to comments made by the public during public involvement review. The site's Internet address is <http://www.landfillproject.UConn.edu>. The web site includes a description of the project, timeline, project contacts and list of places to find documents, copies of recent notices, releases and publications that site visitors can download a project map, and links to other sites, such as the CTDEP.

UConn's Technical Consultants - Hydrogeologic Team

Haley & Aldrich: Haley & Aldrich have completed fieldwork for the IMP and monitoring well samplings. Work also included technical input. Work includes public meeting preparation, continued review of permitting and design work and review of comments for landfill and former chemical pits remediation based on draft Remedial Action Plan. Consultant submitted Closure Plan and Permit applications to CTDEP.

Mitretek Systems: Mitretek's work included meeting attendance and input, technical review of data, fieldwork and coordination with the hydrogeologic team. Consultant assisted in the preparation of the Comprehensive Hydrogeologic Report and Remedial Action Plan, as well as public meeting preparation. Continued review of permitting and design work comments for landfill and former chemical pits remediation based on draft Remedial Action Plan. Reviewed *UConn Update*, Responses to Comments on the Comprehensive Hydrogeologic Investigation Report and RAP, various other responses to regulatory comments on permit applications, and a technical memorandum evaluating ERI data split with Phoenix Laboratories.

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

Environmental Research Institute: ERI's work tasks included Final Supplemental Hydrogeologic Investigation Scope of Work contribution and reviews. ERI is conducting limited sample analyses as part of the UConn Landfill project and IMP. ERI has completed groundwater profiling and soil gas surveys, along with public meeting preparation.

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

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

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

Discussion on Activities Completed in October 2003

UConn:

- Authorized Phoenix (independent, state-certified lab) to analyze all of the samples to be taken at the Round 12 Groundwater Sampling from residential wells as part of the ongoing interim monitoring program
- Continued review of permitting and design work for landfill and former chemical pits remediation based on draft Remedial Action Plan
- CTDEP has requested UConn to sample residence on Meadowood and Separatist Roads utilizing a state certified laboratory.
- Evaluation of Construction Management firms for Remedial Action Plan Implementation
- Prepared responses to comments on the Comprehensive Hydrogeologic Report and Remedial Action Plan
- Reviewed DEP comments on Landfill Closure Plan and Flow from the East Tech Memo
- Transmitted water sampling request letters to residences on Meadowood, North Eagleville and Separatist Roads.
- Transmitted continued sampling letter to new resident at 202 North Eagleville Road.

Haley & Aldrich:

- Assessed Round 11 Groundwater Quality Data from Phoenix Laboratories and ERI
- Submitted Round 11 IMP report and letters to homeowners
- Conducted Round 12 Groundwater Sampling.
- Continued design work for landfill and former chemical pits remediation based on draft Remedial Action Plan
- Prepared responses to comments on the Comprehensive Hydrogeologic Investigation Report and Remedial Action Plan
- Preparing Request for Proposal packages for Construction Management firms
- Revised Long-Term Monitoring Plan (LTMP)
- Reviewed *UConn Update*

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USGS:

- Prepared responses to comments on the Comprehensive Hydrogeologic Report and Remedial Action Plan
- Reviewed DEP comments on Landfill Closure Plan and Flow from the East Tech Memo

Mitretek:

- Continued review of permitting and design work for landfill and former chemical pits remediation based on draft Remedial Action Plan
- Reviewed *UConn Update*
- Reviewed DEP comments on Landfill Closure Plan and Flow from the East Tech Memo

ERI:

- Prepared responses to comments on the Comprehensive Hydrogeologic Report and Remedial Action Plan
- Conducted analyses of sampling from IMP and additional residential areas

Phoenix

- Conducted analyses of sampling from IMP and additional residential areas

Epona:

- Prepared responses to comments on the Comprehensive Hydrogeologic Report and Remedial Action Plan
- Reviewed DEP comments on Landfill Closure Plan and Flow from the East Tech Memo

RVA:

- Continued to communicate with public and respond to public queries
- Reviewed DEP comments on Landfill Closure Plan and Flow from the East Tech Memo
- Updated project web site
- Prepared *UConn Update*

Discussion on Activities Completed in November 2003

UConn:

- Continued review of permitting and design work for landfill and former chemical pits remediation based on draft Remedial Action Plan
- Evaluation of Construction Management firms for Remedial Action Plan Implementation
- Reviewed and distributed completed water sampling request letters to residences on Meadowood, North Eagleville and Separatist Roads.

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- Transmitted letter to property owner on Hunting Lodge Road Property, Town of Mansfield, CT Assessor's Map 15, Block 23, and Parcel #7.
- UConn complied with the sampling of residences on Meadowood and Separatist Roads utilizing a state certified laboratory.
- Revised Long-Term Monitoring Plan (LTMP)

Haley & Aldrich:

- Assessed Round 12 Groundwater Quality Data from Phoenix Laboratories and ERI
- Conducted Round 12 Groundwater Sampling.
- Continued design work for landfill and former chemical pits remediation based on draft Remedial Action Plan
- Preparing Request for Proposal packages for Construction Management firms
- Began developing Mitigation Plan to address comments from the Army Corps of Engineers and USEPA
- Reviewed *UConn Update*
- Revised Long-Term Monitoring Plan (LTMP)

USGS:

- Reviewed *UConn Update*

Mitretek:

- Continued review of permitting and design work for landfill and former chemical pits remediation based on draft Remedial Action Plan
- Reviewed *UConn Update*

ERI:

- Reviewed *UConn Update*
- Conducted analyses of sampling from IMP and additional residential areas

Phoenix

- Conducted analyses of sampling from IMP and additional residential areas

Epona:

- Continued review of permitting and design work for landfill and former chemical pits remediation based on draft Remedial Action Plan

RVA:

- Continued to communicate with public and respond to public queries
- Updated project web site
- Prepared *UConn Update*

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Discussion on Activities Completed in December 2003

UConn:

- Continued review of permitting and design work for landfill and former chemical pits remediation based on draft Remedial Action Plan (RAP)
- Evaluation of Construction Management firms for RAP Implementation
- Reviewed and distributed completed water sampling request letters to residences on Meadowood, North Eagleville and Separatist Roads.
- Transmitted letter to property owner on Hunting Lodge Road Property, Town of Mansfield, CT Assessor's Map 15, Block 23, Parcel #7.
- UConn complied with the sampling of residences on Meadowood and Separatist Roads utilizing a state certified laboratory.
- Along with the UConn's Technical Consultants - Hydrogeologic Team -- Reviewed *UConn Update*, Responses to Comments on the Comprehensive Hydrogeologic Investigation Report and RAP, various other responses to regulatory comments on permit applications, and a Technical Memorandum evaluating ERI data split with Phoenix Laboratories.

Haley & Aldrich:

- Assessed Round 10 and 11 Groundwater Quality Data from Phoenix Laboratories and ERI
- Completed Round 12 Groundwater Sampling.
- Continued design and permitting work for landfill and former chemical pits remediation based on draft Remedial Action Plan
- Preparing Request for Proposal packages for Construction Management firms
- Prepare and distributed Conceptual Wetland Mitigation Plan to address comments from the Army Corps of Engineers and EPA
- Reviewed *UConn Update*
- Revised LTMP

USGS:

- Reviewed *UConn Update*

Mitretek:

- Continued review of permitting and design work for landfill and former chemical pits remediation based on draft RAP
- Reviewed *UConn Update*, Responses to Comments on the Comprehensive Hydrogeologic Investigation Report and RAP, various other responses to regulatory comments on permit applications, and a Technical Memorandum evaluating ERI data split with Phoenix Laboratories.

ERI:

- Conducted analyses of sampling from IMP and additional residential areas

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Phoenix

- Conducted analyses of sampling from IMP and additional residential areas

Epona:

- Continued review of permitting and design work for landfill and former chemical pits remediation based on draft Remedial Action Plan

RVA:

- Continued to communicate with public and respond to public queries
- Updated project web site
- Outlined *UConn Update* topics; awaiting review letter to complete
- Reviewed permit submittals

Schedule for Compliance (Revision No. 3)

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

Schedule for Compliance (Revision No. 3) Hydrogeologic Investigation of UConn Landfill, F-Lot, and Former Chemical Pits, Storrs, Connecticut (<i>completed items in italics</i>):		
Consent Order Deliverable	Contents	Dates of Presentations and Submittals to CTDEP
<i>UConn Landfill and Former Chemical Pits — Ecological Assessment</i>	<i>Results of Ecological Assessment and Implications of the Assessment on Evaluation of Remedial Alternatives</i>	<i>January 9, 2002 (presentation completed); April 11, 2002 (interim report submitted*)</i>
<i>UConn Landfill and Former Chemical Pits — Conceptual Site Model (CSM), impact on bedrock groundwater quality</i>	<i>CSM details and supporting geophysical, hydrological, and chemical data</i>	<i>February 7, 2002 (presentation completed) April 8, 2002 (interim report submitted*)</i>
<i>Remedial alternatives for the UConn Landfill, former chemical pits, F-Lot, and contaminated ground water</i>	<i>Report will be included as the Remedial Action Plan in the Comprehensive Report</i>	<i>June 13, 2002 (presentation completed)</i>

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Schedule for Compliance (Revision No. 3) Hydrogeologic Investigation of UConn Landfill, F-Lot, and Former Chemical Pits, Storrs, Connecticut (completed items in italics):		
Consent Order Deliverable	Contents	Dates of Presentations and Submittals to CTDEP
<i>Comprehensive Hydrogeologic Report and Remedial Action Plan - integration of information in all interim reports and all previous reports</i>	<ul style="list-style-type: none"> ▪ <i>Results of Comprehensive Hydrogeologic Investigation</i> ▪ <i>Remedial Action Plan</i> ▪ <i>Long Term Monitoring Plan</i> ▪ <i>Schedule (to include public and agency review, permitting, design, and construction)</i> ▪ <i>Post-Closure</i> ▪ <i>Redevelopment Plan for the UConn Landfill and F-Lot</i> 	<i>August 29, 2002 (presentation**)</i> <i>October 31, 2002 (Comprehensive Report Submitted to CTDEP)</i>
<i>Comprehensive Final Remedial Action Plan Report</i>	<i>Release of Report and Plan for CTDEP and public review of remedial design</i>	<i>January 2003</i>
<i>Remedial Action Design to include comprehensive interpretive design of the Landfill final cap</i>	<i>Detailed design drawings and specifications of the preferred remedial alternative(s)</i>	<i>A TRC Meeting was held Wednesday, June 25, 2003.</i> <i>Summer 2003 (Comprehensive Design Submittal)</i> <i>A public review session for the UConn landfill design took place at the Town of Mansfield council chambers at the Audrey P Beck Municipal Building, Mansfield, CT on Wednesday, September 3, 2003.</i>
Implement Remedial Action Plan for the UConn Landfill, former chemical pits, F-Lot and contaminated groundwater	Finalize detailed construction drawings, and specifications Develop bid packages based on approved Remedial Action Plan - Competitive Bidding Process - Select Contractor - Obtain Permits as detailed in the Remedial Action Plan Mobilization & Fieldwork	<i>July 2003 through January 2004 (Contractor(s) selection)</i> REVISED ****
Initiation of Construction of Approved Remedial Option	Selection of contractors and the beginning of construction of approved remedial options	<i>January 2004 mobilize contractor(s) (Contingent on Construction Timetable ***)</i> REVISED ****

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Schedule for Compliance (Revision No. 3) Hydrogeologic Investigation of UConn Landfill, F-Lot, and Former Chemical Pits, Storrs, Connecticut (<i>completed items in italics</i>):		
Consent Order Deliverable	Contents	Dates of Presentations and Submittals to CTDEP
Initiation of Long Term Monitoring Plan (LTMP)	IMP sampling continues quarterly to this point	January 2004 TO BE REVISED ****
Completion of Remedial Construction	Comprehensive final as-built drawings and closure report for the UConn Landfill, former chemical pit area.	August 2004 (Winter - Spring 2004) - Anticipated completion of construction (Contingent on Construction Timetable ***) TO BE REVISED ****
Post-Closure Monitoring	Begin post-closure monitoring program of the Remedial Action upon approval from CTDEP	August 2004 (Contingent on Construction Timetable ***) TO BE REVISED ****

- * Interim reports submittals are the data packages that support the presentation accompanied by interpretive text sufficient for review. Comments received at the presentation will be addressed in the interim reports.
- ** Results will not be complete until evaluation of data from MW 208R, if permission to drill from the property owner is received.
- *** Contingent on CTDEP approvals, construction timetable based on bidding market, weather conditions, numerous permitting issues, along with State and local reviews and conditions.
- **** **UPDATED December 9, 2003**

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Listing of Project Contacts

Town of Mansfield

Martin Berliner
Town of Mansfield
Audrey P. Beck Building
4 South Eagleville Road
Mansfield, CT 06268-2599
(860) 429-3336

**U.S. Environmental
Protection Agency**

Chuck Franks
U.S. Environmental
Protection Agency
Northeast Region
1 Congress St. (CCT)
Boston, MA 02114-2023
(617) 918-1554

Haley & Aldrich, Inc.

Rick Standish, L.E.P.
Haley & Aldrich, Inc.
800 Connecticut Blvd.
East Hartford, CT 06108-7303
(860) 282-9400

CT Department of Environmental Protection

Raymond Frigon, Project Manager
CT Department of Environmental Protection
Water Management Bureau
79 Elm St.
Hartford, CT 06106-5127
(860) 424-3797

University of Connecticut

Scott Brohinsky, Director
University of Connecticut, University Communications
1266 Storrs Road, Unit 4144
Storrs, CT 06269-4144
(860) 486-3530

Richard Miller, Director, Environmental Policy
University of Connecticut
Gulley Hall, Unit 2086
Storrs, CT 06269-2086
860-486-8741

James Pietrzak, P.E., CHMM, Senior Project Manager
University of Connecticut, Architectural & Engineering Services
31 LeDoyt Road, Unit 3038
Storrs, CT 06269-3038
(860) 486-5836

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Reports

Copies of all project documents are available at:

Town Manager's Office
Audrey P. Beck Bldg.
4 South Eagleville Road
Mansfield, CT 06268
(860) 429-3336

CT Dept. of Environmental Protection
Contact: Ray Frigon
79 Elm St.
Hartford, CT 06106-5127
(860) 424-3797

Mansfield Public Library
54 Warrenville Road
Mansfield Center, CT 06250
(860) 423-2501

UConn at Storrs
Contact: Scott Brohinsky
University Communications
1266 Storrs Road, U-144
Storrs, CT 06269-4144
(860) 486-3530

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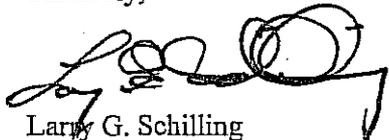
Certification

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

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

Please contact James M. Pietrzak, P.E. at (860) 486-5836 or me at (860) 486-3116 if you need additional information.

Sincerely,

A handwritten signature in black ink, appearing to read "Larry G. Schilling". The signature is stylized with loops and a long horizontal stroke.

Larry G. Schilling
Executive Director
Architectural and Engineering Services

LGS/JMP

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cc:

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



TOWN OF MANSFIELD
OFFICE OF THE TOWN MANAGER

Martin H. Berliner, Town Manager

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

January 12, 2004

Town Council
Town of Mansfield

Re: Recreational Trails Program Grant – Electronic Trail Guide

Dear Town Council:

In January 2003, the Town Council authorized staff to submit an application to the State Department of Environmental Protection (DEP) requesting \$10,000 in funding to finance the development of an electronic trail guide. The trail guide would be used to improve accessibility, consistency, depth and the accuracy of Mansfield's trail and related educational materials. The grant would work on a reimbursement basis, with reimbursement limited to 80 percent (\$8,000) of total project costs. Staff has planned to fund the remaining 20 percent (\$2,000) of the project through the fiscal year 2003/04 parks improvement fund

The DEP has subsequently approved the town's application, and is requesting that the town process the necessary paperwork to award the grant. In particular, the Town Council would need to adopt the DEP's resolution below showing that the Town Manager is authorized to execute the grant paperwork.

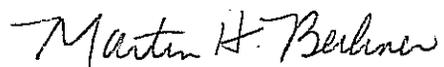
Staff recommends that the Council adopt the resolution authorizing staff to process the grant paperwork.

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

Be it resolved, effective January 12, 2004, that it is in the best interest of the Town of Mansfield to enter into contracts with the Department of Environmental Protection. In furtherance of this resolution, the Town Manager is duly authorized to enter into and sign said contracts on behalf of the Town of Mansfield. The Town Manager is further authorized to provide such additional information and execute such other documents as may be required by the state or federal government in connection with said contracts and to execute any amendments, rescissions and revisions thereto.

The Town Clerk is authorized to impress the seal of the Town of Mansfield on any such document, amendment rescission or revision.

Respectfully submitted,

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

Martin H. Berliner
Town Manager

Attach:(1)

PERSONAL SERVICE AGREEMENT

2003 (DEP Electronic Format)

- PREPARE IN QUINTUPPLICATE.
- THE STATE AGENCY AND THE CONTRACTOR AS LISTED BELOW HEREBY ENTER INTO AN AGREEMENT SUBJECT TO THE TERMS AND CONDITIONS STATED HEREIN AND/OR ATTACHED HERETO AND SUBJECT TO THE PROVISIONS OF SECTION 4-98 OF THE CONNECTICUT GENERAL STATUTES AS APPLICABLE.
- ACCEPTANCE OF THIS CONTRACT IMPLIES CONFORMANCE WITH TERMS AND CONDITIONS STATED ON THE REVERSE SIDE OF THIS SHEET.

(1) <input checked="" type="checkbox"/> ORIGINAL <input type="checkbox"/> AMENDMENT	(2) IDENTIFICATION NO. P.S.
---	-----------------------------

CONTRACTOR	(3) CONTRACTOR NAME Town of Mansfield		(4) ARE YOU PRESENTLY A STATE EMPLOYEE? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
	CONTRACTOR ADDRESS Four South Eagleville Road, Mansfield-Storrs, CT 06268		CONTRACTOR FEIN/SSN
STATE AGENCY	(5) AGENCY NAME AND ADDRESS DEP, State Parks Division, 79 Elm Street, Hartford, CT 06106-5127		(6) AGENCY NO.
CONTRACT PERIOD	(7) DATE (FROM) Execution	THROUGH (TO) 3 years from date executed	(8) INDICATE <input type="checkbox"/> MASTER AGREEMENT <input type="checkbox"/> CONTRACT AWARD NO. _____ <input checked="" type="checkbox"/> NEITHER
	CANCELLATION CLAUSE THIS AGREEMENT SHALL REMAIN IN FULL FORCE AND EFFECT FOR THE ENTIRE TERM OF THE CONTRACT PERIOD STATED ABOVE UNLESS CANCELED BY THE STATE AGENCY, BY GIVING THE CONTRACTOR WRITTEN NOTICE OF SUCH INTENTION (REQUIRED DAYS NOTICE SPECIFIED AT RIGHT).		(9) REQUIRED # OF DAYS WRITTEN NOTICE: 30

COMPLETE DESCRIPTION OF SERVICE	(10) CONTRACTOR AGREES TO: (Include special provisions - Attach additional blank sheets if necessary.)		
	The Contractor, the Town of Mansfield, agrees to prepare an electronic trail guide for the Town's trails, including information on natural resources and trail safety. Additional terms and conditions relating to this agreement, and the funds provided under a grant, are identified on Attachment A, which is incorporated and made a part of this agreement.		

COST AND SCHEDULE OF PAYMENTS	(11) PAYMENT TO BE MADE UNDER THE FOLLOWING SCHEDULE UPON RECEIPT OF PROPERLY EXECUTED AND APPROVED INVOICES.		
	Grant funds will be released on a reimbursement basis not to exceed \$8,000.00 and will be provided at a rate not to exceed eighty percent (80%) of the valid and documented project expenses. Therefore, the Contractor agrees to provide to the Commissioner, documentation that it has provided twenty percent (20%) of the project cost as matching contribution. Matching contribution may be in the form of in-kind labor and/or equipment, equipment lease/rental or material purchase or donation above and beyond the grant amount. In-kind labor will be defined as the pay rate for that particular job function as defined by the State of Connecticut, Department of Labor, Prevailing Wage Rate for the area. No fringe or indirect cost will be added to in-kind labor. Equipment shall be credited the rate allowable by the current Federal Emergency Management Agency (FEMA), Schedule of Equipment Rates or a rate mutually agreed upon should said equipment not be listed, or the full amount if equipment is leased or rented.		

(12) ACT CD	(13) DOC TYP	(14) COM. TYP	(15) LGE. TYP	(16) ORIG. AGCY	(17) DOCUMENT NO.	(18) COMMIT. AGCY	(19) COMMIT. #	(20) VENDOR FEIN/SSN-SUFFIX	
(21) COMMITTED AMOUNT				(22) OBLIGATED AMOUNT			(23) CONTRACT PERIOD (FROM / TO)		
(24) Dept	(25) Fund	(26) SID	(27) Project	(28) Program	(29) Account	(30) Agency CF 1	(31) Agency CF 2	(32) Budget Ref	(33) Amount
	12060	20296	000002024000	64002	\$8,000.00			2004	

An individual entering into a Personal Service Agreement with the State of Connecticut is contracting under a "work-for-hire" arrangement. As such, the individual is an independent contractor, and does not satisfy the characteristics of an employee under the common law rules for determining the employer/employee relationship of Internal Revenue Code section 3121(d). Individuals performing services as independent contractors are not employees of the State of Connecticut and are responsible themselves for payment of all State and local income taxes, federal income taxes and Federal Insurance Contribution Act (FICA) taxes.

ACCEPTANCES AND APPROVALS		(34) STATUTORY AUTHORITY	
(35) CONTRACTOR (OWNER OR AUTHORIZED SIGNATURE)	TITLE	DATE	
(36) AGENCY (AUTHORIZED OFFICIAL)	TITLE	DATE	
(37) OFFICE OF POLICY & MGMT./DEPT. OF ADMIN. SERV.	TITLE	DATE	
(38) ATTORNEY GENERAL (APPROVED AS TO FORM)	TITLE	DATE	

EXECUTIVE ORDERS

contract is subject to the provisions of Executive Order No. Three of Governor Thomas J. Meskill promulgated June 16, 1971, and, as such, this contract 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 of the 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 nondiscrimination 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 provisions of Executive Order No. Seventeen of Governor Thomas J. 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 shall 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 subject to the provisions of Executive Order No. 16 of Governor John G. Rowland promulgated August 4, 1999, and, as such, this contract may be canceled, terminated or suspended by the state for violation of or noncompliance with said Executive Order No. 16, which is attached hereto and incorporated herein. The parties to this contract, as part of the consideration hereof, agree that a requirement for compliance with Executive Order No. 16 shall be included in any subcontracts or other compliance with that may result from the contract. The parties agree to abide by such Executive Order.

NON-DISCRIMINATION CLAUSE**SUBJECT TO C.G.S. SEC. 4a-60**

For purposes of this Section, "Commission" means the Commission on Human Rights and Opportunities.

For the 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, renovation, 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.

The contractor agrees to comply with the regulations referred to in this section as they exist on the date of this contract and as they may be adopted or amended from time to time during the term of this contract and any amendments thereto.

(a) (1) 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, 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 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 secs. 46a-68e and 46a-68f and with each regulation or relevant order issued by said commission pursuant to section 46a-56, 46a-68e and 46a-68f; (5) 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 as it relates to the provisions of this section and section 46a-56. If the contractor is for 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.

(b) For the purposes of this section, "minority business enterprise" means any small contractor or supplier of materials fifty-one per cent 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; "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.

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.

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

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 subcontract 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 action 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.

SUBJECT TO C.G.S. SEC. 4a-60a

The contractor agrees to the following provisions:

(a)(1) 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 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 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 subcontract or purchase order as the commissioner 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 a subcontractor or vendor as a result of such action 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.

INSURANCE

The contractor agrees that while performing services specified in this agreement that he shall carry sufficient insurance (liability and/or other) as applicable according to the nature of the service to be performed so as to "save harmless" the State of Connecticut from any insurable cause whatsoever. If requested, certificates of such insurance shall be filed with the contracting State agency prior to the performance of services.

STATE LIABILITY

The State of Connecticut shall assume no liability for payment for services under the terms of this agreement until the contractor is notified that this agreement has been accepted by the contracting agency and, if applicable, approved by the Office of Policy and Management (OPM) or the Department of Administrative Services (DAS) and by the Attorney General of the State of Connecticut.

PROJECT DESCRIPTION .

Development of an Electronic Trail Guide

Current trail guide and educational materials regarding the Town's parks and preserves are not consistent, easily accessible, or accurate. Natural and historical data about Mansfield's Parks and Preserves is lacking or non-existent. To address this concern, the Town of Mansfield proposes to complete an electronic trail guide to make trail and educational materials about Mansfield's Parks and Preserves consistent, easily accessible through the Town's website and engage the user in the natural and cultural resources of Mansfield's Parks. It is the Town's goal that through this electronic trail guide sustainable use of the Town's extensive trail network will increase and the public will gain greater awareness about the extensive trail network and natural and cultural resources located in Mansfield's Parks and Preserves.

Baseline information will be established for eight of the Town's passive recreational park and preserve areas, including, Coney Rock Preserve, Dunhamtown Forest, Eagleville Preserve, Fifty-Foot Cliff Preserve, Merrow Meadow Park, Mt. Hope Park, Schoolhouse Brook Park, and Shelter Falls Park. Information will be assembled in a paper format and will be disseminated via a website.

The project will be a cooperative project among the Mansfield Middle School, the University of Connecticut's Landscape Architecture Program, Town Staff, and volunteers. The project will culminate in a website whereby the user will be able to obtain maps of the Town's eight parks/preserves detailing the trails, and natural, cultural and historical features. The information will also be available in a paper format for those who do not have access to a computer. It is a goal of this project that a system be established allowing staff and volunteers to efficiently and effectively expand on and update the parks information as the it changes or becomes available.

The main components of this grant proposal are:

A. Inventory

Existing maps, and ecological, historical and cultural data will be inventoried and compiled; photographs will be taken. Working with the Mansfield Middle School, a program will be developed whereby middle school students will provide additional research on the ecological, cultural and historical information.

B. Component Design

Using existing USGS topographic maps and aerial photographs, park maps for all eight parks will be designed. Trails will be identified and marked on the map and "ground truthed" in the field. Town Staff and volunteers will review inventory information. Appropriate historical, cultural, and ecological points of interest will be identified on the park maps. In addition, based on research completed by Mansfield Middle School Students, a relational database containing data on the points of interest will be developed.

C. Graphic Design

The design components will be compiled for use in a user-friendly website. Users will be able to download the park maps and supplemental interpretative information on the historical, cultural, and ecological points of interest.

PROJECT COST ESTIMATES

Development of an Electronic Trail Guide

The following estimate of the project costs is based on figures provided by UConn's Landscape Architecture Program, Mansfield Middle School, and Town of Mansfield Staff:

A. Inventory

- Inventory and compile existing maps and ecological, historical and cultural data; photograph sites.

Cost: \$900.00

- Develop program with Mansfield Middle School for middle school students to provide additional research on the ecological, cultural and historical information.

Cost: \$900.00

Subtotal: \$1,800.00

B. Component Design

- a. Develop park maps using existing USGS topographic maps and aerial photographs.

Cost: \$1,300.00

- b. Locate and ground truth trails

Cost: \$ 900.00

- c. Identify appropriate historical, cultural, and ecological points of interest on the maps.

Cost: \$ 900.00

- d. Develop a relational database containing comprehensive data on the points of interest.

Cost: \$ 1,200.00

Subtotal: \$4,300.00

C. Graphic Design

- Compile data for use in a user-friendly website.

Cost: \$3,900.00

Subtotal: \$3,900.00

Total Cost:		\$10,000.00
Total Funds Requested:	(80%of project cost):	\$ 8, 000.00
Total Matching Funds Provided by Town of Mansfield:		\$ 2,000.00

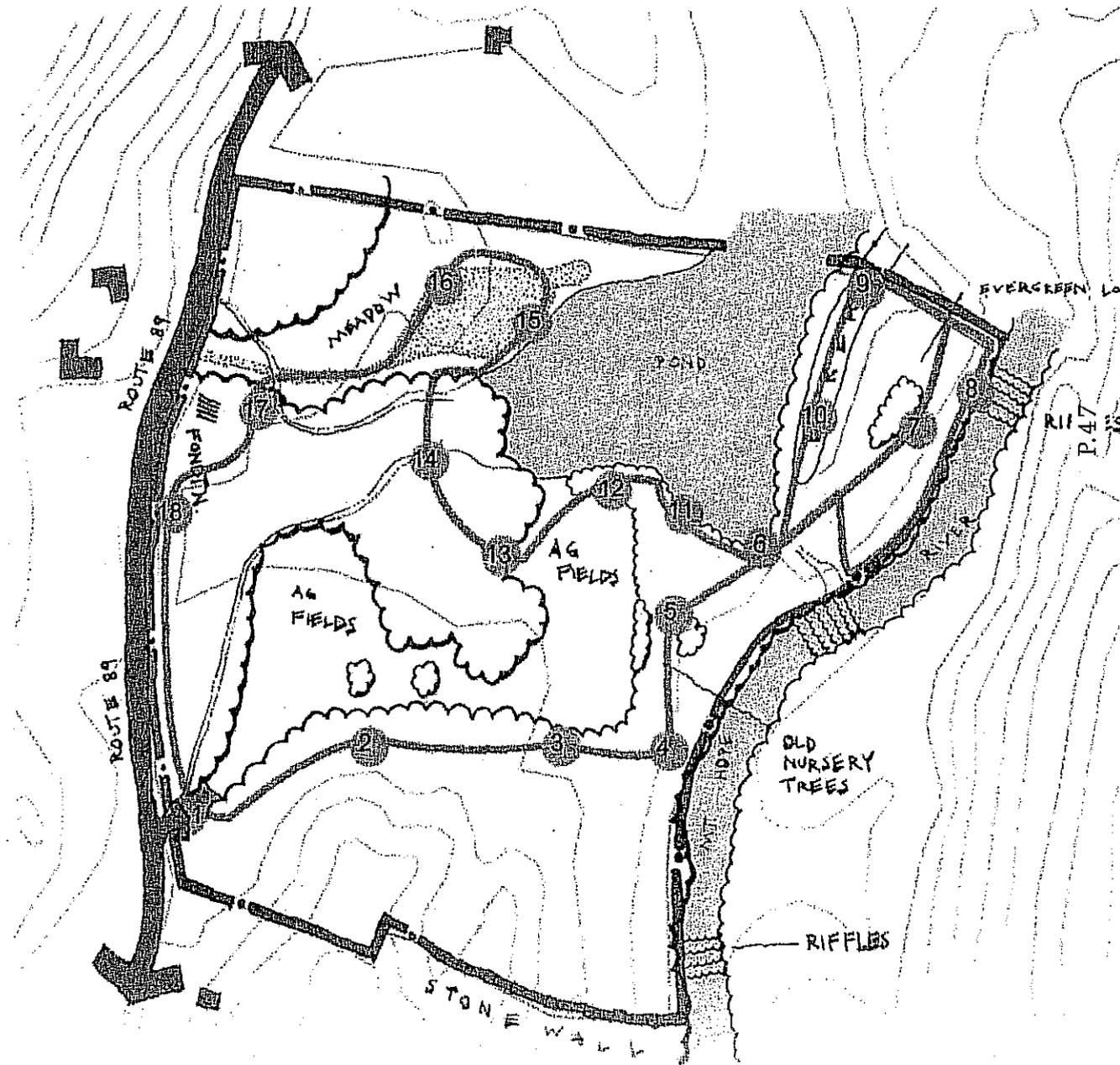
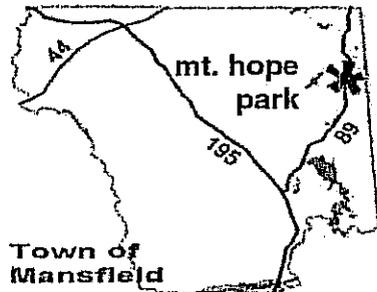
mt. hope park

mansfield parks & preserves



park location

Eastern side of Route 89, approximately 4.3 miles north of Route 195 & 3.1 miles south of Route 44. Parking area & trail head at southern edge of site.



General Information

Mt. Hope Park is a 35-acre property located in northeastern Mansfield featuring 1,300 feet of frontage on both sides of the Mt. Hope River. The park is part of an old riverside farm dating back to the late 1700's. The only farming activity that remains is a hay crop in the south field, which is cut by a local farmer each summer. The town acquired Mt. Hope Park in 1999 with assistance from the CT Department of Environmental Protection's Open Space Watershed and Land Acquisition Grant Program.

The 2.2 miles of blazed trails pass through meadows, wetlands, woodlands, and by old stone walls to a 4.3-acre pond.



Trail Guide

The loop trail is blazed in white and winds through the following points of interest:

Stone Walls

The stone wall at the park entrance was recently built; those that border the southern edge of the property and cross the interior of the park are part of the original farmstead dating back to the 1700's.

Woodland

This area is a second-growth woodland that was once cleared for farming and later allowed to re-establish. In recent years it has been used as a fire wood lot.

Agricultural Fields

Please do not walk on this working hayfield cut each summer by a local farmer. Cross-country skiing in the winter is allowed.

Mt. Hope River I

This river's headwaters are in Ashford and flow through the park into Mansfield Hollow Reservoir to the south. Stocked by the CT Department of Environmental Protection, it provides excellent trout fishing.

5 Tree Nursery Area

These rows of trees remain from a former ornamental plant nursery. Watch for flowering trees in the spring such as Bradford Pear and Dogwood.

6 Pond

The pond was formed by damming a swamp in the 1960's. The water lilies indicate the shallow areas of the pond.

7 Evergreen Lot

This gridded planting of hemlocks may have been part of the former nursery operations. The small Clearing in the center of the dense block now creates an interesting outdoor room.

8 Mt. Hope River II

At this bench along the river, take a moment to notice the Mountain Laurel on the banks and the play of filtered light across the rocky river bottom.

9 Glacial Esker

The sudden steep bank signals a unique geologic landform known as an "esker". The narrow ridge was formed by glacial stream deposits and forms a natural divide between the pond and the river.

10 Pond View West

Stop to enjoy a scenic view. Across the pond lies a meadow, and beyond is the original farmhouse built in the late 1700's.

11 Beaver Ingenuity

The pond's earthen dam is of human origins. Resident beavers have attempted to raise the water level in the pond by blocking the outflow pipe in the dam. The cage-like structure at the end of the pipe, visible when the water is low, prevents the beavers from blocking the pipe. Beaver lodges have been built at various locations in the pond.

12 Bedrock Outcrop

The woodlands surrounding this rock have not been cleared because this rock outcropping made it difficult to cultivate the area.

13 Stream Crossing

This is one of two intermittent streams that traverse this low lying wetland and enter the pond. This bridge is one of several park projects contributed by local Eagle Scouts.

14 Wetland Boardwalk

On this boardwalk, look for a rich diversity of wetland plants such as Jack-in-the-Pulpit, Skunk Cabbage, Swamp Maple, and Golden Saxifrage.

15 Pond View

East From the bench by the pond enjoy the view of the pond and the esker. Keep your eyes open for aquatic wildlife.

16 Meadow Management

This open area was once cleared for farming and has since been maintained as meadow through periodic mowing and selective removal of woody/invasive plant species. Enjoy picnicking and playing in the mowed lawn area.

17 Dairy Barn Remnants

The paved floor of the Whitehouse family's 1920's dairy barn can be glimpsed from this point on the trail. The adjacent meadow area was formerly used as a pasture.

18 Evergreen Edge

The western edge of the park along Route 89 is crossed by two streams. This pine woodlands provides yet another experience of the park's diverse environments.



Suggested park activities

- Hiking
- Fishing (pond or river)
- Picnicking
- Cross-Country Skiing
- Kayaking or Canoeing (pond)

Prohibited park activities

- Mountain/motor biking
- Horseback riding
- Camping/ camp fires
- Unleashed dogs
- Walking on the Agricultural field

**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

January 12, 2004

Town Council
Town of Mansfield

Re: WPCA, Proposed Fiscal Year 2003/04 UConn Water/Sewer Budget

Dear Town Council:

Attached please find the proposed fiscal year 2003/04 UConn Water/Sewer Budget, as prepared by the Director of Finance. Staff requests that the Town Council adopt the budget in its role as the Water Pollution Control Authority (WPCA).

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

Move, effective January 12, 2004, to adopt the proposed fiscal year 2003/04 UConn Water/Sewer Budget, as presented by the Director of Finance.

Respectfully submitted,

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

Martin H. Berliner
Town Manager

Attach:(1)

INTER

OFFICE

MEMO

FINANCE DEPARTMENT, TOWN OF MANSFIELD

To: Martin H. Berliner, Town Manager
From: Jeffrey H. Smith, Director of Finance 
Subject: Proposed UConn Water/Sewer Budget 2003/04
Date: January 31, 2004

Attached is a proposed 2003/04 budget for the UConn water/sewer users. This budget anticipates no revenue increase to the Fund and Retained Earnings are estimated to increase to \$338,849 at June 30, 2004.

This budget is based on actual Water/Sewer billings from UConn for the six month periods, November 2002 to April 2003 and May 2003 to October 2003.. .

It is respectfully requested that the Town Council adopt the Water/Sewer Budget as presented.

JHS:awf

Attachment

TOWN OF MANSFIELD
UCONN WATER/SEWER ENTERPRISE FUND ESTIMATED BUDGETS

	<u>2002/03</u> <u>Actual</u>	<u>2003/04</u> <u>Proposed</u>
OPERATING REVENUES:		
Water/Sewer Charges	<u>\$80,000</u>	<u>\$80,000</u>
Total Operating Revenues	80,000	80,000
OPERATING EXPENSES:		
Water/Sewer Billings	57,950	52,468
Purchased Services & Supplies ⁽¹⁾	4,355	8,000
Depreciation	<u>9,031</u>	<u>9,031</u>
Total Operating Expenses	<u>71,336</u>	<u>69,499</u>
Operating Income/(Deficit)	8,664	10,501
Retained Earnings, July 1	<u>319,684</u>	<u>328,348</u>
Retained Earnings, June 30	<u>\$328,348</u>	<u>\$338,849</u>

⁽¹⁾Primarily electricity for sewer pumps

UCONN WATER/SEWER FUND
 COMPARISON OF PROPOSED WATER/SEWER BILLING
 BY CUSTOMER 03/04 VERSUS ACTUAL 02/03

	02/03 Actual	03/04 Proposed	Increase (Decrease)	%
Wrights A - Sewer Only	\$3,560	\$4,310	\$750	21.1%
Wrights B - Sewer Only	865	885	20	2.3%
Holinko - Sewer Only	3,255	3,225	(30)	-0.9%
Senior Center - Water and Sewer	2,010	2,440	430	21.4%
Total Town of Mansfield	9,690	10,860	1,170	12.1%
Wrights A - Water Only	3,560	4,310	750	21.1%
Wrights B - Water Only	865	885	20	2.3%
Holinko - Water Only	3,255	3,225	(30)	-0.9%
Total Mansfield Housing Authority	7,680	8,420	740	9.6%
Mansfield Retirement Comm. (Juniper Hill) Water and Sewer	23,430	26,140	2,710	11.6%
Mansfield Retirement Co-op (Glen Ridge) Water and Sewer	10,150	11,120	970	9.6%
Center for Rehabilitation and Nursing Water and Sewer	29,050	23,460	(5,590)	-19.2%
	<u>\$80,000</u>	<u>\$80,000</u>		

UCONN WATER/SEWER BUDGET
2003/04

Facility	Actual Costs from UConn						Est. Other Costs	Reserve	2003/04 Proposed		Breakdown	
	Nov-Dec 2002	Nov '02 - Apr '03	May - Oct '03	Nov - * Dec '03	Total 2003	% of Total			Billing	Rounded	@ 78% Wrights	@ 22% Sen Ctr
Wrights A - Water	(\$547)	\$2,033	\$1,608	\$536	\$3,630					\$5,530	\$4,310	\$1,220
- Sewer	(547)	2,033	1,608	536	3,630					5,530	4,310	1,220
Total Wrights A	(1,094)	4,066	3,216	1,072	7,260	13.8	2,350	1,449	11,059	11,060	8,620	2,440
Wrights B - Water	(123)	352	265	88	582					885		
- Sewer	(123)	352	265	88	582					885		
Total Wrights B	(246)	704	530	176	1,164	2.2	375	231	1,770	1,770		
Holinko - Water	(473)	1,135	1,086	362	2,110					3,225		
- Sewer	(473)	1,135	1,086	362	2,110					3,225		
Total Holinko	(946)	2,270	2,172	724	4,220	8.1	1,380	851	6,451	6,450		
Juniper Hill - Water	(1,451)	3,029	5,561	1,432	8,571							
- Sewer	(1,451)	3,029	5,561	1,432	8,571							
Total MRC	(2,902)	6,058	11,122	2,864	17,142	32.7	5,569	3,433	26,144	26,140		
Glen Ridge - Water	(639)	1,895	1,791	597	3,644							
- Sewer	(639)	1,895	1,791	597	3,644							
Total Ret. Co-Op	(1,278)	3,790	3,582	1,194	7,288	13.9	2,367	1,460	11,115	11,120		
Ctr for Rehab - Water	(1,796)	4,889	3,248	1,356	7,697							
- Sewer	(1,796)	4,889	3,248	1,356	7,697							
Total Ctr for Rehab	(3,592)	9,778	6,496	2,712	15,394	29.3	4,990	3,077	23,461	23,460		
GRAND TOTALS	(\$10,058)	\$26,666	\$27,118	\$8,742	\$52,468	100.0	\$17,031	\$10,501	\$80,000	\$80,000		

* Estimated based on the May-October 2003 average

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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

January 12, 2004

Town Council
Town of Mansfield

Re: Proclamation Designating February 6, 2004 as "Wear Red for Women Day"

Dear Town Council:

Attached please find a proposed proclamation designating February 6, 2004 as "Wear Red for Women Day." Heart disease and stroke are responsible for the deaths of more than half a million women in the United States every year, including nearly 7,000 in Connecticut. The American Heart Association has launched a campaign designed to increase the awareness and proper treatment of heart disease in women.

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

Move, effective January 12, 2004, to designate February 6, 2004 as "Wear Red for Women Day" in the Town of Mansfield and to authorize the Mayor to issue the proclamation as presented by town staff.

Respectfully submitted,

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

Martin H. Berliner
Town Manager



*Town of Mansfield
Proclamation
In Support of the American Heart Association's
"Go Red for Women" Campaign*

Whereas, diseases of the heart are the nation's leading cause of death and stroke is the third leading cause of death, and cardiovascular diseases (CVD) are the leading cause of death among women; and,

Whereas, heart attack, stroke and other cardiovascular diseases claim the lives of more than half a million women each year – more than the next seven causes of death combined, and nearly twice as many as all forms of cancer including breast cancer; and,

Whereas, the cost of cardiovascular diseases and stroke in the US is estimated at \$352 billion, and one in five females in the United States have some form of cardiovascular disease; and,

Whereas, 63 percent of women who died suddenly of coronary heart disease had no previous symptoms of this disease; and,

Whereas, February is designated as American Heart Month; and,

Whereas, the American Heart Association is launching a new campaign, "Go Red For Women," to encourage women to pay attention to their hearts and help them live longer, stronger lives by reducing their risk for cardiovascular disease;

NOW THEREFORE, BE IT RESOLVED, the Mayor and the Town Council, in recognition of the importance of the ongoing fight against heart disease and stroke, do hereby proclaim February 6, 2004 to be "Wear Red for Women Day" in the Town of Mansfield and urge all citizens to wear red to demonstrate their support for this cause.

IN WITNESS WHEREOF, I have set my hand and caused the seal of the Town of Mansfield to be affixed on this 12th day of January in the year 2004.

Elizabeth C. Paterson
Mayor, Town of Mansfield
January 12, 2004



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

Martin H. Berliner, Town Manager

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

January 12, 2004

Town Council
Town of Mansfield

Re: D.W.I. Enforcement Grant Application

Dear Town Council:

Attached please find an application to the Connecticut Department of Transportation, Division of Highway Safety for \$10,000 to be dedicated to police overtime for D.W.I. and related motor vehicle enforcement. As explained by SGT Darcy, our Resident Trooper Sergeant, the grant would be used to fund a minimum of one D.W.I. enforcement spot check and a number of D.W.I. enforcement patrols. Under the grant the state would pay 75 percent (\$7,500) and the town would be responsible for the remaining 25 percent (\$2,500). The town could fund its \$2,500 share from the general fund budget for patrol services.

Staff recommends that the Council authorize staff to present the application as presented. The grant would support a number of patrols dedicated to discouraging drunk driving and related motor vehicle offenses, which is an important goal for our town. If the Town Council supports this recommendation, the following motion is in order:

Move, effective January 12, 2004, to authorize town staff to submit a grant application to the Connecticut Department of Transportation, Division of Highway Safety for \$10,000 to be dedicated to police overtime for D.W.I. and related motor vehicle enforcement, and to process any related grant paperwork.

Respectfully submitted,

Martin H. Berliner
Town Manager

Attach:(2)

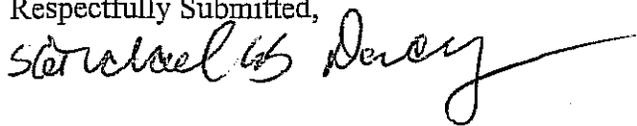
To: Martin H. Berliner, Mansfield Town Manager
Fr.: Sgt. Michael B. Darcy, Mansfield Resident State Trooper Sergeant
Date: January 6, 2004
Subj.: D.W.I. enforcement grant application

Sir:

Attached is the application for the D.W.I. enforcement grant that we discussed. A commitment of \$2500 from the town will be met with \$7500 in grant money from the state giving this office a total of \$10,000 to be dedicated to overtime for D.W.I. and related motor vehicle enforcement. Per grant regulations, the grant money can be used only to cover overtime for enforcement initiatives above and beyond routine patrol. The grant would be awarded approximately two weeks after it is applied for and we would have until September 15, 2004 to use the grant. I would use this grant to fund at least one D.W.I. enforcement spot check involving the participation of eight troopers and/or officers and fourteen and one half eight hour D.W.I. enforcement patrols in which a trooper or officer would be dedicated to D.W.I. and related motor vehicle enforcement throughout the town. The D.W.I. spot check would take place on a weekend night in April, prior to UConn Spring Weekend and all but two of the roving patrol assignments would take place on weekend nights in April, prior to Spring Weekend, and late August/early September when the UConn students return. As you know, this type of proactive enforcement to discourage drunk driving is in line with one of the major recommendations made by the President's Task Force on Substance Abuse. The only cost to the town would be \$2500.

If the town council approves this grant application, please return the entire packet to me after Jeff Smith and you sign in the required spaces. I will forward the application to the Department of Transportation.

Respectfully Submitted,



DHS

STATE OF CONNECTICUT

DEPARTMENT OF TRANSPORTATION

DIVISION OF HIGHWAY SAFETY

SHADED AREA FOR DHS USE ONLY

PROJECT NO. 0183	
PROGRAM DESCRIPTION Alcohol	PROGRAM AREA 04-AE-164
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.

PROJECT TITLE
2004 EXPANDED DUI ENFORCEMENT PROGRAM - CITY/TOWN OF:

GOVERNMENTAL UNIT Town of Mansfield	3. ADDRESS OF GOVERNMENTAL UNIT (W/ZIP CODE) 4 South Eagleville Rd., Mansfield, Ct. 06268
APPLICANT Mansfield Police Department	5. ADDRESS OF APPLICANT (W/ZIP CODE) 4 South Eagleville Rd., Mansfield, Ct. 06268
FEDERAL IDENTIFICATION NO. 06-6002032	7. ANTICIPATED PROJECT START-UP DATE

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

FROM: THROUGH: September 30, 2004

A. PROJECT DIRECTOR

(1) NAME (FIRST, MIDDLE INITIAL, LAST) Michael B. Darcy	(2) TITLE Resident State Trooper Sgt.	(3) TELEPHONE NO. 860-429-6024
(4) SIGNATURE	(5) ADDRESS AND ZIP CODE 4 South Eagleville Rd., Mansfield, Ct. 06268	

B. FINANCIAL OFFICER

(1) NAME (FIRST, MIDDLE INITIAL, LAST) Jeffrey H. Smith	(2) TITLE Director of Finance	(3) TELEPHONE NO. 860-429-3342
(4) SIGNATURE	(5) ADDRESS AND ZIP CODE 4 South Eagleville Rd., Mansfield, Ct. 06268	

C. AUTHORIZING OFFICIAL OF GOVERNMENTAL UNIT

(1) NAME (FIRST, MIDDLE INITIAL, LAST) Martin H. Berliner	(2) TITLE Town Manager	(3) TELEPHONE NO. 860-429-3336
(4) SIGNATURE	(5) ADDRESS AND ZIP CODE 4 South Eagleville Rd., Mansfield, Ct. 06268	

APPROVAL (FOR DHS USE ONLY)

RECOMMEND APPROVAL	B. FISCAL REVIEW COMPLETED BY:	C. DATE
RECOMMEND DENIAL	D. PROGRAM REVIEW COMPLETE BY:	E. DATE
F. OBLIGATED FEDERAL FUNDS FY: 2004	G. NAME: SUSAN C. MALONEY	H. TITLE: Governor's Highway Safety Representative
	I. SIGNATURE	J. DATE

THIS ACTION: S

PREVIOUS: S

TOTAL: S

PROJECT TITLE	APPLICANT
2004 EXPANDED DUI ENFORCEMENT PROGRAM	Mansfield Police Department

9. STATEMENT OF THE PROBLEM AND BACKGROUND INFORMATION

In the United States during 2001, 17,380 or 41% of all traffic fatalities were alcohol related. This compares with 49.2% in 1989, 50.2% in 1988 and 57.2% in 1982. This downward trend is the result of a number of factors: legislation, public information and education, selective law enforcement, etc. National statistics also reveal a consistent day of week and time of day occurrence trend. Almost 60% of all such crashes occurred from Friday at 6:00pm to Monday at 6:00am. An average of one alcohol-related fatality occurs every 30 minutes.

Connecticut trends are similar. During 2001, 158 out of 312 traffic fatalities (51%) were alcohol related. This compares with 203 in 1989, 234 in 1988, and 292 in 1982. Day of the week and time of day analysis reveals trends similar to national data.

Although alcohol related fatalities have decreased in the last decade, the problem still remains at unacceptable levels.

10. OBJECTIVES

--To increase enforcement and media relations related to operating a motor vehicle while under the influence of intoxicating liquor and or drugs during the grant period.

--To reduce both the number of DUI-related motor vehicle crashes which occur during the period and the number of people killed and injured in such crashes.

PROJECT TITLE	APPLICANT
2004 EXPANDED DUI ENFORCEMENT PROGRAM	Mansfield Police Department

1. ACTIVITIES AND PROCEDURES

Since 1990, the Division of Highway Safety has co-funded DUI overtime enforcement programs with state and local police agencies during the holiday periods. These efforts are designed to increase police presence above and beyond normal patrols in order to address the increased incidence of drinking and driving in and around these periods. The program continues to this day and has been highly successful. This program is being offered on an expanded year-round basis in order to address various circumstances in which increased drinking and driving is expected to take place. In the course of discussion with police agencies, it is evident that the incidence of impaired driving increases at certain times of the year other than holiday periods; for example, shoreline towns in the summer months have dramatic increases in population, and therefore increases in impaired driving. Events such as summer festivals, country fairs, music concerts, sporting events, etc. all represent a potential for a higher incidence of impaired driving. Cities and towns will be asked to submit a project cost worksheet (included with the grant application) for the grant period* indicating the number and type of deployments (roving patrol or checkpoint) and estimated number and cost of man-hours. The total of overtime wages plus fringe benefits (if applicable), are entered in sections 12 and 14 of the highway safety grant application. (SEE PROJECT APPLICATION INSTRUCTIONS)

Enforcement techniques to be employed include extra DUI patrol activities, and may include field sobriety checkpoints. Note: For DUI patrol activities, the number of enforcement officers allowed per vehicle at any one time is one, however, daily shifts may be split by more than one officer. It is recommended that all officers assigned to DUI enforcement activities be trained in DUI law enforcement techniques.

NOTE: The grant period is initiated by the date of grant approval, and runs until September 30, 2004. The operation of this selective enforcement program shall be above and beyond the normal/special patrol activities scheduled.

PROJECT TITLE	APPLICANT
2004 EXPANDED DUI ENFORCEMENT PROGRAM	Mansfield Police Department

12. BUDGET DETAIL

PLEASE COMPLETE PROJECT COST WORKSHEET(S) PRIOR TO COMPLETING THIS PAGE.

(A)	PERSONNEL SERVICES	\$10,000 .00
	Overtime wages plus fringe benefits	
(B)	CONTRACTUAL SERVICES	0.00
(C)	OPERATING COSTS	0.00
(D)	EQUIPMENT	0.00
(E)	INDIRECT COSTS	0.00
(F)	T O T A L	\$10,000 .00

The Applicant understands that it benefits from the administration of this project by the Department of Transportation's Division of Highway Safety (DHS) and agrees that the costs incurred by DHS related to such administration will be credited towards the federal requirement that a minimum of 40% of a State's annual highway safety funding be provided for the benefit of its local political subdivisions.

PROJECT TITLE	APPLICANT
2004 EXPANDED DUI ENFORCEMENT PROGRAM	Mansfield Police Department

3. PROJECT EVALUATION AND MILESTONES

An administrative evaluation of this project will be conducted which will consider:

- (a) Schedule/number of DUI overtime hours;
- (b) Total number of DUI citations issued;
- (c) Total number of other motor vehicle citations issued.

An effectiveness evaluation will be conducted which will measure:

- (a) The change in the number of persons killed in motor vehicle crashes in which drugs or alcohol was identified as a contributing factor, which occurred during project dates/times vs. base period.
- (b) The change in the number of persons injured in motor vehicle crashes in which alcohol or drugs was a contributing factor which occurred during project dates/times vs. base period.
- (c) The change in the number of motor vehicle crashes in which alcohol or drugs was identified as a contributing factor which occurred during project dates/times vs. base period.

PROJECT TITLE	APPLICANT
2004 EXPANDED DUI ENFORCEMENT PROGRAM	Mansfield Police Department

14. BUDGET SUMMARY

COST CATEGORY	Amount	SOURCE OF FUNDS	TOTAL
PERSONNEL SERVICES	\$ 10,000.00	FEDERAL FUNDS 75%	\$ 7500.00
CONTRACTUAL SERVICES	\$ XXXXXXXX	NON-FEDERAL 25%	\$ 2500.00
OPERATING COSTS	\$ XXXXXXXX	TOTAL FUNDS	\$ 10,000.00
EQUIPMENT	\$ XXXXXXXX		
INDIRECT COSTS	\$ XXXXXXXX		
TOTAL BUDGETED	\$ 10,000.00		

BUDGET SUMMARY APPROVAL (DHS USE ONLY)

COST CATEGORY	AMOUNT	SOURCE OF FUNDS	TOTAL
PERSONNEL SERVICES	\$	FEDERAL FUNDS 75%	\$
CONTRACTUAL SERVICES	\$ XXXXXXXX	NON-FEDERAL 25%	\$
OPERATING COSTS	\$ XXXXXXXX	TOTAL FUNDS	\$
EQUIPMENT	\$ XXXXXXXX		
INDIRECT COSTS	\$ XXXXXXXX		
TOTAL APPROVED	\$		

TOWN OF MANSFIELD
OFFICE OF THE TOWN MANAGER



Martin H. Berliner, Town Manager

AUDREY P. BECK BUILDING
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MANSFIELD, CT 06268-2599
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Fax: (860) 429-6863

January 12, 2004

Town Council
Town of Mansfield

Re: An Ordinance Regarding Delinquent Motor Vehicle Property Taxes

Dear Town Council:

This past year, the Connecticut State Legislature adopted legislation (Public Act 03-1) requiring municipalities to pay a \$.50 fee to the Commissioner of the Department of Motor Vehicles (DMV) in order to block registration on any vehicle for which municipal property taxes are delinquent. Municipalities have long used the DMV-reporting procedure to pursue delinquent motor vehicle property tax payments, and the new \$.50 fee would have a cost impact. In order to allow towns to recoup this fee and additional administrative costs, the Legislature also passed legislation (Public Act 03-06, section 58) allowing municipalities to impose a five-dollar (\$5.00) on any person who was delinquent in paying the property tax on a motor vehicle that was reported to the DMV. Public Act 03-06 further gives the town the discretion to require that payment of any delinquent property tax applicable to a motor vehicle shall be paid only in cash or by certified check or money order.

Staff recommends that the Town Council adopt a measure to allow the town to begin to charge the \$5.00 fee against delinquent taxpayers that the town reports to the DMV, as we believe it is in the town's best interest to recoup the new \$.50 fee as well as some portion of the administrative costs associated with recovering delinquent property taxes for motor vehicles. Furthermore, it is also advisable to give the Collector of Revenue the discretion to require that payment of any delinquent property tax applicable to a motor vehicle shall be paid only in cash or by certified check or money order.

The enabling resolution does not require an ordinance, and the Town Council could implement the \$5.00 fee via resolution alone. For the short term, we do recommend that the Council adopt such a resolution as the town has a number of delinquent accounts to report to the DMV in the near future. However, for the long-term we believe that it would be preferable to adopt an ordinance to provide greater detail and weight to the provision. Therefore, we propose that the Town Council adopt the proposed resolution listed below and also schedule a public hearing to solicit public comment on the attached proposed ordinance that we have prepared in consultation with the Town Attorney.

If the Town Council supports this recommendation, the following resolution and motion are in order:

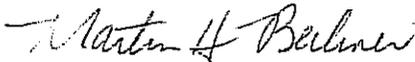
Resolution

Resolved, effective January 12, 2004, to implement the provisions of Public Act 03-6 and Connecticut General Statutes §12-146, as amended, to provide that the Collector of Revenue may require that payment of any delinquent property tax applicable to a motor vehicle shall be paid only in cash or by certified check or money order; and that a fee in the maximum amount authorized by Connecticut General Statutes §12-146, as it maybe amended from time to time, shall be charged each person who is delinquent in the payment of any property tax or installment on any motor vehicle and for whom the town has notified the Commissioner of Motor Vehicles of such delinquency pursuant to Connecticut General Statues §14-33, for each such reported delinquency, in addition to the delinquent tax payment and all interest thereon.

Motion

Move, effective January 12, 2004, to schedule a public hearing for 7:30 p.m. at the Town Council's regular meeting on January 26, 2004, to solicit public comment concerning the proposed "Ordinance Regarding Delinquent Motor Vehicle Property Taxes."

Respectfully submitted,



Martin H. Berliner
Town Manager

Attach: (1)

**Town of Mansfield
Code of Ordinances
Ordinance 2004-1**

“An Ordinance Regarding Delinquent Motor Vehicle Property Taxes”

January 12, 2004 Draft

Section 1. Title.

This ordinance shall be known and may be cited as the “Delinquent Motor Vehicle Property Tax Ordinance.”

Section 2. Legislative Authority.

This ordinance is enacted pursuant to the provisions of Public Act 03-6 for House Bill No. 6806, §58, and *Connecticut General Statutes* §12-146, as amended.

Section 3. Intent and Purpose.

This ordinance is designed to implement the provisions of *Connecticut General Statutes* §12-146, as it may be amended from time to time, to assist the Town with recovering delinquent property taxes for motor vehicles as well as associated administrative costs.

Section 4. Definitions.

- A. “Delinquent” shall have the same meaning as the term is defined in *Connecticut General Statutes* §12-146, as it may be amended from time to time.
- B. “Person” shall mean any individual, firm, partnership, association, syndicate, company, trust, corporation, limited-liability company, or other legal entity of any kind.

Section 5. Right to Require Form of Payment.

The Collector of Revenue may require that payment of any delinquent property tax applicable to a motor vehicle shall be paid only in cash or by certified check or money order.

Section 6. Fee for Administrative Costs for Delinquent Tax Collection.

Any person who is delinquent in the payment of any property tax or installment on any motor vehicle, and for whom the Town has notified the Commissioner of Motor Vehicles of such delinquency pursuant to *Connecticut General Statutes* §14-33, as amended, shall pay to the Town a fee in the maximum amount authorized by said section 12-146, as amended, for each such reported delinquency, in addition to the delinquent tax payment and all interest thereon.

Section 7. Construction.

Whenever used, the singular number shall include the plural, the plural the singular, and the use of either gender shall include both genders.



**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

January 12, 2004

Town Council
Town of Mansfield

Re: An Ordinance Regulating Adult-oriented Establishments

Dear Town Council:

Attached you will find a proposed ordinance regulating adult-oriented establishments. Although there are currently no adult-oriented establishments located in Mansfield, the Planning and Zoning Commission (PZC) requested that staff prepare an ordinance to provide restrictions and guidelines for these types of businesses should someone decide to locate an establishment in town. Mansfield is one of the few towns in the region not to have such an ordinance in place. Consequently, we have worked in consultation with the Town Attorney to produce the draft.

In essence, the proposed ordinance sets out certain requirements for adult-oriented establishments, including the prohibition of minors from such establishments, lighting guidelines and location restrictions with respect to proximity to youth facilities, residential zones and other adult-oriented businesses. The draft also contains a detailed licensing procedure, as well as an appeal provision. The proposed ordinance is legally appropriate and is consistent with provisions enacted in neighboring towns. Staff recommends that the Council refer this matter to the PZC for its consideration and schedule a public hearing to solicit public comment concerning the draft.

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

Move, effective January 12, 2004 to refer the proposed "Ordinance Regulating Adult-oriented Establishments" to the Planning and Zoning Commission for review and to schedule a public hearing for 7:45 p.m. at the Town Council's regular meeting on January 26, 2004 to solicit public comment regarding the proposed ordinance.

Respectfully submitted,

Martin H. Berliner
Town Manager

Attach:(1)

**Town of Mansfield
Code of Ordinances
Ordinance 2004-2**

“An Ordinance Regulating Adult-oriented Establishments”

January 12, 2004 Draft

Section 1. Findings and Purpose.

The Town Council of the Town of Mansfield, Connecticut finds:

- A. There are, or may in the future be, “adult-oriented establishments” located in the Town of Mansfield, which require special supervision from the Town’s public safety agencies in order to protect and preserve the health, safety and welfare of the patrons of such establishments, as well as the health, safety and welfare of the Town’s citizens.
- B. Statistics and studies covering a substantial number of cities and towns nationwide indicate that:
 - 1. Large numbers of persons, primarily male, frequent such “adult oriented establishments” including those which provide closed booths, cubicles, studios and rooms for the private viewing of so-called “adult” motion pictures and/or video tapes and/or live entertainment; and
 - 2. Persons under the age of eighteen may be attracted to adult-oriented establishments and seek to enter or loiter about them without the knowledge of their parents or guardians; and
 - 3. Such closed booths, cubicles, studios and rooms have been used by patrons, clients or customers of such “adult-oriented establishments” for the purpose of engaging in certain sexual acts; and
 - 4. Male and female prostitutes have been known to frequent such establishments in order to provide sex for hire to the patrons, clients or customers of such establishments within such booths, cubicles and rooms; and
 - 5. Doors, curtains, blinds and/or other closures installed in or on the entrances and/or exits of such booths, cubicles, studios and rooms which are closed while such booths, cubicles, studios and rooms are in use encourage patrons using such booths, cubicles, studios and rooms to engage in sexual acts therein with prostitutes or others, thereby promoting and encouraging prostitution and the commission of sexual acts which cause blood, semen and urine to be deposited on the floors and/or walls of such booths, cubicles, studios and rooms, which deposits could prove detrimental to the health and safety of other persons who may come into contact with such deposits; and

6. The reasonable regulation and supervision of such “adult-oriented establishments” tends to discourage such sexual acts and prostitution, and thereby promotes the health, safety and welfare of the patrons, clients and customers of such establishments; and
 7. The nature of “adult-oriented establishments” and the traffic they generate, and the potential and the propensity for such establishments to attract persons interested in explicit sexual activities or erotic art forms, and the potential for outdoor assembly of such persons around the premises of such establishments, are such to make them incompatible with nearby uses of land where children or youth may congregate.
 8. Sexually oriented businesses require special supervision from the public safety agencies of the Town in order to protect and preserve the health, safety, morals and welfare of the patrons of such businesses as well as the citizens of the Town.
- C. The continued unregulated operation of adult-oriented establishments including, but not limited to those specifically cited in paragraph (1) hereof, is and would be detrimental to the general welfare, health and safety of the citizens of the Town of Mansfield.
- D. The Constitution and laws of the State of Connecticut grant to the Town powers, especially police power, to enact reasonable legislation and measures to regulate and supervise “adult-oriented establishments” as hereinafter defined in order to protect the public health, safety and welfare.
- E. It is not the intent of the Town Council, in enacting this Ordinance, to deny any person rights to speech protected by the United States and/or State Constitution, nor is it the intent of the Town Council to impose any additional limitations or restrictions on the contents of any communicative materials, including sexually oriented films, video-tapes, books and/or other materials. Further, by enacting this Ordinance, the Town Council does not intend to deny or restrict the rights of any adult to obtain and/or view any sexually oriented materials protected by the United States and/or State Constitution, nor does it intend to restrict or deny any constitutionally protected rights that distributors or exhibitors of such sexually oriented materials may have to sell, distribute or exhibit such materials.

Section 2. Definitions.

For the purpose of this ordinance, the words and phrases used herein shall have the following meanings, unless otherwise clearly indicated by the context:

- A. “Adult-oriented establishment” shall include, without limitation, “adult bookstores,” “adult motion picture theaters,” “adult mini-motion picture theaters” and commercial establishments containing one or more “adult amusement machines.” “Adult oriented

establishment” further means any premises to which the public, patrons or members are invited or admitted and which are so physically arranged as to provide booths, cubicles, rooms, studios, compartments or stalls separate from the common areas of the premises for the purpose of viewing adult-oriented motion pictures, or any premises wherein an entertainer provides adult entertainment to a member of the public, a patron or a member, when such adult entertainment is held, conducted, operated or maintained for a profit, direct or indirect. An “adult-oriented establishment” further includes, but is not limited to any adult entertainment studio or any premises that are physically arranged and used as such, whether advertised or represented as adult entertainment studio, rap studio, exotic dance studio, encounter studio, sensitivity studio, modeling studio, or any other term of like import.

- B. “Adult bookstore” means an establishment having any portion of its stock and trade in books, films, video cassettes, DVD’s or magazines and other periodicals which are distinguished or characterized by their emphasis on matter depicting, describing or relating to “specified sexual activities” or “specified anatomical areas,” as defined below, provided that this definition shall not apply to any establishment in which such materials constitute less than ten (10%) percent of the value of the inventory of said establishment and in which the display of such materials does not permit the viewing of “specified sexual activities” or “specified anatomical areas” within the establishment.
- C. “Adult amusement machine” includes any amusement machine that is regularly used for presenting material distinguished or characterized by an emphasis on matter depicting, describing or relating to specified sexual activities and specified anatomical areas, as defined below, for observation by patrons therein.
- D. “Adult entertainment” means any exhibition of any adult-oriented motion pictures, live performance, display or dance of any type, removal of articles of clothing or appearing unclothed, pantomime, modeling, or any other personal services offered customers, which has a significant or substantial portion of such performance or any actual or simulated performance of “specified sexual activities” or exhibition and viewing of “specified anatomical areas.”
- E. “Adult motion picture theater” means an enclosed building with a capacity of fifty (50) or more persons regularly used for presenting material distinguished or characterized by an emphasis on matter depicting, describing or relating to “specified sexual activities” or “specified anatomical areas,” as defined below, for observation by patrons therein.
- F. “Adult mini-motion picture theater” means an enclosed building with a capacity of less than fifty (50) persons regularly used for presenting material distinguished or characterized by an emphasis on matter depicting, describing or relating to “specified sexual activities” or “specified anatomical areas,” as defined below, for observation by patrons therein.
- G. “Amusement machine” includes any machine that upon the payment of a charge or upon insertion of a coin, slug, token, plate or disk, may be operated by the public for use as a

game, entertainment or amusement, whether or not registering a score and whether or not electronically operated.

- H. "Director of Public Safety" means the Town Manager of the Town of Mansfield, acting in his/her role as the Director of Public Safety.
- I. "Employee" means any and all persons, including independent contractors, who work in or at or render any services directly related to the operation of any adult-oriented establishment.
- J. "Entertainer" means any person who provides entertainment within an adult-oriented establishment as defined in this section, whether or not a fee is charged or accepted for entertainment and whether or not entertainment is provided as an employee or independent contractor.
- K. "Inspector" means one or more employees of the Town of Mansfield designated by the Town who shall hereby be authorized to inspect premises regulated under this ordinance and to take the required actions authorized by this ordinance in case of violations being found on such premises, and to require corrections of unsatisfactory conditions found on said premises.
- L. "Minor" shall be deemed to refer to a person under the age of eighteen (18) years.
- M. "Operator" means any person, or any proprietor, shareholder, general partner or limited partner who holds any share or partnership interest of any business that is operating, conducting or maintaining an adult-oriented establishment.
- N. "Specified sexual activities" means:
1. Human genitals in a state of sexual stimulation or arousal;
 2. Acts of human masturbation, sexual intercourse or sodomy;
 3. Fondling or erotic touching of human genitals, pubic region, buttock or female breast.
- O. "Specified anatomical areas" means:
1. Less than completely and opaquely covered:
 - a. human genitals, pubic region;
 - b. buttocks;
 - c. female breasts below a point immediately above the top of the areola; and
 2. Human male genitals in a discernibly turgid state, even if completely opaquely covered.

- P. "Sexual activities," as used in this Ordinance, is not intended to include any medical publications or films or bona fide educational publications or films, nor does it include any art or photography publications which devote at least twenty-five percent (25%) of the lineage of each issue to articles and advertisements dealing with subjects of art or photography. Nor does this definition apply to any news periodical which reports or describes current events and which, from time to time, publishes photographs of nude or semi-nude persons in connection with the dissemination of the news. Nor does this definition apply to publications or films that describe and report different cultures and which, from time to time, publish or show photographs or depictions of nude or semi-nude persons when describing cultures in which nudity or semi-nudity is indigenous to the population.
- Q. Town Council" means the Town Council of the Town of Mansfield, Connecticut.

Section 3. Requirements for Adult-Oriented Establishments.

- A. No operator or employee of an adult-oriented establishment shall allow or permit any minor or intoxicated person to loiter in any part of such establishment, including parking lots immediately adjacent to such establishment used by patrons of such adult-oriented establishment.
- B. Every adult-oriented establishment shall display a sign outside each entrance bearing the words, "Adult-oriented establishment – persons under 18 not admitted" in letters three inches (3") high.
- C. No adult-oriented establishment shall be conducted in such a manner that permits the observation of any materials depicting specified sexual activities or specified anatomical areas, from the outside of the building that houses the adult-oriented establishment.
- D. Effective upon the passage of this Ordinance, every adult-oriented establishment doing business in the Town shall be well lighted at all times and be physically arranged in such a manner that the entire interior portion of the booths, cubicles, rooms or stalls, wherein adult entertainment is provided, shall be clearly visible from the common areas of the premises. Visibility into such booths, cubicles, rooms or stalls shall not be blocked or obscured by doors, curtains, partitions, drapers, or any other obstruction whatsoever. It shall be unlawful to install enclosed booths, cubicles, rooms or stalls within adult-oriented establishments for whatever purpose, but especially for the purpose of providing for the secluded viewing of adult-oriented motion pictures, or other types of adult-oriented entertainment.
- E. Effective upon passage of this ordinance, the operator of each adult-oriented establishment shall be responsible for and shall provide that any room or other area used for the purpose of viewing adult-oriented motion pictures or other types of live adult entertainment shall be well lighted and readily accessible at all times and shall be continuously open to view in its entirety. The premises shall be equipped with overhead

lighting fixtures of sufficient intensity to illuminate every place to which patrons are permitted access at an illumination of not less than one (1.0) foot-candle as measured at the floor level. It shall be the duty of the operator and its agents to ensure that the illumination described above is maintained at all times that any patron is present in the premises.

- F. Every act or omission by any employee constituting a violation of the provisions of this ordinance shall be deemed the act or omission of the operator if such act or omission occurs either with the authorization, knowledge or approval of the operator, or as a result of the operator's failure to supervise the employee's conduct, and the operator shall be punishable for such act or omission in the same manner as if the operator committed the act or caused the omission.
- G. An operator shall be responsible for the conduct of all employees while on the premises regulated by this Ordinance, and any act or omission of any employee constituting a violation of the provisions of this Ordinance shall be deemed the act or omission of the operator for purposes of determining whether the operator shall be subject to the penalties imposed by this ordinance.
- H. All adult-oriented establishments shall be open to inspection at all reasonable times by the Director of Public Safety, the Mansfield Police Department, inspectors employed by the Town, or such other persons as the Director of Public Safety may designate. Information regarding employees, including name, date of birth and social security number, must be maintained as part of the record and must be available for inspection by Town officials.

Section 4. Minimum Distances from Youth Facilities.

Adult-oriented establishments shall be located no less than one thousand feet (1,000') from any of the following uses, if existing at the time when the adult-oriented establishment is established: any public or private school serving grade 12 or lower; any day care center, nursery school or similar use; any public park or playground; or any playground associated with a church or other community building. Measurements of distance shall be from any portion of the building housing such adult-oriented establishment to any portion of a parcel of land containing such land uses. The separating distance required by this section shall be determined as of the date that any adult-oriented establishment commences to operate in accordance with this Ordinance and any applicable provision(s) of the Mansfield Zoning Regulations, Building Code, Health Code and other applicable state and local laws, and such adult-oriented establishment shall not be deemed to violate this section if, thereafter, one of the enumerated uses is established within the distance set forth herein.

Section 5. Minimum Distance from Residential Zone.

Adult-oriented establishments shall be located no less than two hundred-fifty feet (250') from any residential zone. Measurements of distance shall be from any portion of the building housing such adult-oriented establishment to any portion of a parcel of land residentially zoned. The separating distance required by this section shall be determined as of the date that any adult-oriented establishment commences to operate in accordance with this Ordinance and any applicable provision(s) of the Mansfield Zoning Regulations, Building Code, Health Code and other applicable state and local laws, and such adult-oriented establishment shall not be deemed to violate this section if, thereafter, a residential zone is established within the distance set forth herein.

Section 6. Minimum Distances from Other Adult-Oriented Establishments.

No adult-oriented establishments shall be permitted in any portion of a building that is less than one thousand feet (1,000') from that portion of a building occupied by an existing adult-oriented establishment. The one thousand feet shall be the straight horizontal distance from any part of a building housing an adult-oriented establishment to any part of the other building housing such use.

Section 7. Exemptions for Pre-existing Uses.

The provisions of the preceding sections 4 and 5 shall not be deemed to prohibit any use pre-existing the enactment of this Ordinance. Any pre-existing use that shall be discontinued for a period of thirty (30) days shall thereafter be required to conform to sections 4 and 5 of this Ordinance.

Section 8. License Required.

- A. Except as provided in subsection D below, from and after the effective date of this Ordinance, it shall be unlawful for any person, partnership, corporation or other entity to engage in, conduct, carry on or permit to be engaged in, conducted or carried on in or upon any premises in the Town, the operation of an adult-oriented establishment without first obtaining a license to operate from the Director of Public Safety.
- B. A license may be issued for only one adult-oriented establishment located at a fixed and certain place. Any person, partnership or corporation that desires to operate more than one adult oriented establishment must have a license for each such establishment.
- C. It shall be a violation of this Ordinance for any entertainer, employee, owner or operator to knowingly work in or about or to knowingly perform any service directly related to the operation of any unlicensed adult-oriented establishment.

- D. All existing adult-oriented establishments at the time of the passage of this Ordinance must submit an application for license within sixty (60) days of the effective date of this Ordinance. If no application is filed within said sixty (60) day period, then such existing adult-oriented establishment shall cease operations, unless any such establishment has appealed the enactment of this Ordinance, whereupon this Ordinance shall not be enforced as to such establishment until such appeal is dismissed and judgment rendered in favor of the Town. If an application is filed then this Ordinance shall not be enforced as to such establishment until such application is denied.
- E. Each license shall be specific to a licensee and to a location, and may not be sold, assigned or transferred to any person, corporation, partnership or other entity in any way.

Section 9. Application for License.

- A. Upon the effective date of this Ordinance, the operator of any adult-oriented establishment shall be responsible for and shall acquire a license from the Director of Public Safety in accordance with this section.
- B. The Director of Public Safety shall produce and disseminate an application form to be used by persons and other entities applying for a license under this Ordinance. The operator of each adult-oriented establishment shall submit an application in triplicate to the Police Department together with an application fee of five hundred dollars (\$500) prior to commencement of business or within sixty (60) days of the effective date of this Ordinance for any establishment already open for business. The Police Department shall date stamp all copies of the application and shall promptly deliver a copy of the application to the Director of Public Safety. In instances where a corporation or a partner is the applicant, the application shall be signed and filed by a person having direct control or management of the proposed adult-oriented establishment or by an officer, director, majority shareholder or majority partner of the corporation or general partner of the partnership or manager or managing member of any other entity.
- C. The applicant, within two (2) business days of submitting an application to the Director of Public Safety, shall erect and maintain for a period of not less than fourteen (14) consecutive days in a legible condition, a sign not less than four feet by four feet (4' X 4') upon the site to be operated as an adult-oriented establishment, which sign shall set forth the name of the proposed licensee and reflect the filing of an application for an adult-oriented establishment. The sign shall be posted along the front of the property in an area clearly visible from a Town road or state highway abutting the property. After the sign has been properly erected and maintained for fourteen (14) consecutive days, the applicant shall provide to the Director of Public Safety a photograph of the sign and a statement under oath attesting to compliance with the foregoing sign requirements.

D. The applicant for a license shall furnish the following information:

1. Name and residential address of the applicant, owner, operator, manager and any other person having direct control or management of the adult-oriented establishment, including all aliases, place(s) of employment, date of birth, social security number, driver's license number and federal tax identification number, if any.
2. Name and address of all employees and any other persons directly involved in the operation of the adult-oriented establishment, including aliases, date of birth, social security number, driver's license number and federal tax identification number, if any.
3. Written proof that the applicant is at least eighteen (18) years of age.
4. The exact nature of the entertainment to be conducted at the adult-oriented establishment.
5. The address of the adult-oriented establishment to be operated by the applicant.
6. Any adult-oriented entertainment or similar business license/permit history of the applicant whether such person has previously operated in this or another municipality or state under license or without license, and/or has had any such license revoked or suspended, stating the reason therefore and the business entity or trade name under which the applicant operated that was subject to the suspension or revocation.
7. If the application is a corporation, the application shall specify the name of the corporation, the date and state of incorporation and the name and address of the registered agent.
8. The statement by the applicant that he/she is familiar with the provisions of this Ordinance and is in compliance with them.
9. Any criminal convictions of the applicant, operator and other persons directly involved in the management or control of the adult-oriented establishment to any crime involving prostitution, obscenity, or other sex-related crime or drug offense in any jurisdiction within three (3) years of the date of the filing of the application. Such crimes include, but are not limited to, prostitution, soliciting prostitution, promoting or permitting prostitution, and sexual assault.
10. An accurate to-scale floor plan of the business premises clearly indicating the location of one or more manager's stations.

- E. If a license to operate is granted, the information furnished in the application shall be updated within thirty (30) days of any changes. Said update shall be filed at the Police Department.

Section 10. Licensing Procedure.

- A. No license shall be issued unless the Director of Public Safety has investigated the applicant's qualifications to be licensed. The investigation shall be conducted only to confirm the qualifications of the applicant and to inspect the premises for compliance with all laws and regulations. The results of the investigation shall be put in writing and filed with the Police Department and mailed to the applicant within sixty (60) days after the application was filed. Additionally, the premises of the adult-oriented establishment shall be inspected for compliance with the provisions of this Ordinance and all local and State codes and regulations, including but not limited to health, fire, building and zoning regulations. Said inspection shall be completed and a report issued to the Director of Public Safety within thirty (30) days of the filing of the application and shall be included with the investigation results. The Director of Public Safety shall either issue a license or notify the applicant of the denial of the application within seventy-five (75) days after receipt of a completed application. If the Director of Public Safety fails to meet this timeframe, the application shall be deemed granted.
- B. The Director of Public Safety shall issue to the applicant a license to operate an adult-oriented establishment within seventy-five (75) days from the date of the filing of an application if all the requirements for an adult-oriented establishment described in this Ordinance are met, unless he/she finds that:
 - 1. The operation as proposed by the applicant if permitted would not have complied with all applicable laws and regulations, including but not limited to, the building, health, housing, zoning and fire codes of the Town. If the premises are not in compliance, the applicant shall be advised of the reasons in writing and what if any measures the applicant can take to bring the premises into compliance for a license to be issued.
 - 2. The applicant or any other person who will be directly engaged in the management and operation of an adult-oriented establishment has been convicted in this or any other state of any of the crimes specified in Section 9(D)(9) above, except those specified in subsection 3 below, within three (3) years of the date of filing of the application.
 - 3. The applicant or any other person who will be directly engaged in the management and operation of an adult-oriented establishment has been convicted of any obscenity offense in violation of *Connecticut General Statutes* §§53a-194, 53a-196a, 53a-196b, 53a-196c within two (2) years of the date of the filing of the application.

4. The applicant has submitted a false statement or representation or misleading information on the application.
 5. The applicant previously violated this Ordinance within five (5) years immediately preceding the date of the filing of the application.
 6. An applicant has been employed in an adult-oriented establishment in a managerial capacity within the preceding thirty-six (36) months and knowingly:
 - a. permitted alcoholic liquor or cereal or malt beverages to be illegally brought or consumed upon the premises; or
 - b. permitted the sale, distribution, delivery or consumption of any controlled substance or illegal drug or narcotic on the grounds; or
 - c. permitted any person under the age of 18 to be in or upon the premises of an adult entertainment business; or
 - d. permitted any act of prostitution or patronizing prostitution as defined under state law on the premises.
- C. Whenever an application is denied, the Director of Public Safety shall notify the applicant in writing within seventy-five (75) days of the date of the application stating the reasons for such denial.
- D. When an application is denied solely for the reasons stated in Section 10(B)(1), and such violation is correctable, the applicant shall be given an additional thirty (30) days from the date of such notification of denial to bring the premises into compliance. Upon verification by inspection that the correction has been made within thirty (30) days, which shall be determined no later than three (3) business days after receipt of written notice and corrections from the applicant to the Director of Public Safety, a license shall be issued to the applicant so long as no new violations or other disqualifying factors have occurred within those thirty (30) days.
- E. The license, if granted, shall state on its face the name and residence address for the applicant to whom it is granted, the expiration date, the address of the adult-oriented establishment and the department or public official and telephone number to report any violation of this Ordinance.
- F. The license shall be posted in a conspicuous place at or near the entrance to the adult-oriented establishment so that it may be easily read at any time.

Section 11. Expiration and Renewal of License.

- A. Each license issued to a qualified applicant shall expire one year from the date it is issued unless it is renewed upon application of the licensee accompanied by payment of a two hundred fifty dollar (\$250) renewal fee. Such application and application fee shall be submitted by the licensee to the Police Department at least sixty (60) days before the

expiration date, but not more than ninety (90) days. Provided the application is filed within sixty (60) days of its expiration date and the application fee paid, the license shall be renewed for the same licensee at the same location by the Director of Public Safety unless the licensee's file contains uncorrected violations of this Ordinance or uncorrected violations of health, fire, or safety codes and regulations of which the licensee has received written notice. The renewed license shall be mailed to the licensee by certified mail prior to the expiration date of the previous license. No establishment shall continue operations without a license except in accordance with the provision of Section 7 of this Ordinance.

- B. In the event that there are uncorrected violations of this Ordinance or uncorrected violations of health, fire or safety codes and regulations of which the renewal application has received written notice, license renewal shall be delayed for a maximum of thirty (30) days in order for all corrections to be completed and inspections performed to determine compliance. If such corrections of violations are not made by the applicant within the thirty (30) days beyond the expiration date, no license renewal will be issued. A notice of non-renewal shall be mailed by the Director of Public Safety to the licensee by certified mail within five (5) days after the extended thirty (30) day period stating the reasons for the non-renewal.
- C. Notwithstanding the provisions in subsection B above, in no instance shall a renewal be issued to a licensee that has two or more violations of Section 3(A) of this Ordinance to which the licensee has received written notice or one or more uncorrected violations of this Ordinance pending for over sixty (60) days. A written notice of such non-renewal shall be mailed by the Director of Public Safety to the licensee by certified mail prior to the expiration date of the license sought to be renewed, stating the reason for the non-renewal revocation.
- D. Should a license not be renewed for any violation provided herein, no license shall be issued to the same licensee for two (2) years.

Section 12. Suspension and Revocation of License.

- A. The Director of Public Safety may suspend the license for a period not to exceed thirty (30) days upon his/her determination that a licensee, operator or employee has violated any part of this Ordinance. Said suspension shall be issued in writing, mailed by certified mail, return receipt requested, to the licensee at the address of the establishment or at the home of the licensee or served by process at the usual place of abode of the licensee or at the address of the establishment. If the suspension is issued for a correctable violation, said suspension shall be terminated upon verification by inspection that the correction has been made, which shall be determined no later than three (3) business days after receipt of written notice of correction from the licensee to the Director of Public Safety.

- B. The Director of Public Safety shall revoke any license where any of the following occur:
1. It is discovered that false or misleading information or data was given on any application or material facts were omitted from any application for licensure.
 2. Any cost or fee required to be paid under this Ordinance is not paid or is paid with a bank check drawn on an account with insufficient funds and returned to the Town.
 3. Licensee is no longer qualified due to conviction of any crime specified in Section 9(D)(9).
 4. Licensee has had two or more violations of Sections 3(A), 3(B), 3(C), 3(D), 3(E) or 3(H) of this Ordinance for which the licensee has received written notice.
 5. Licensee has one or more uncorrected violations of this Ordinance pending for over sixty (60) days.
 6. Failure of licensee to correct any violation within thirty (30) days for which the licensee's license was suspended pursuant to Section 8.
 7. The license or any interest therein is transferred in any way.
- C. Once revoked, no license shall be issued for the same licensee for two (2) years.

Section 13. Appeal

If the Director of Public Safety denies the issuance of a license or suspends or revokes a license he/she shall, within ten (10) days of his/her decision, send to the applicant or operator at the address listed on the application by certified mail, return receipt requested, written notice of a decision and further shall specifically state the evidence presented, the reason for the decision and the right to an appeal. The aggrieved party may appeal the decision of the Director of Public Safety to the Town Council within thirty (30) days of receipt of the notice by filing a written application to the Town Clerk requesting a hearing before the Town Council. At the hearing, the applicant/licensee shall have the opportunity to present evidence bearing upon the question. If the applicant/licensee makes application for a hearing, a hearing shall be scheduled within thirty (30) days of the notice of appeal. The Town Council must render a decision within forty-five (45) days of the receipt of the appeal. Within five (5) days after such hearing, the Town Council shall issue written notice of a final decision and issue any license or renewal of license where applicable. All operations of the adult-oriented establishment may be maintained pending the final decision being issued by the Town Council unless the Mayor and Director of Public Safety unanimously determine that continued operation of the establishment is a serious threat to the health, safety or welfare of any citizen.

Section 14. Violations and Penalties.

- A. Every person, partnership or corporation, whether acting as an individual owner, operator, licensee or employee of an adult-oriented establishment who operates, maintains or conducts an adult-oriented establishment without first obtaining a license and paying the applicable fee to the Town, or who violates any of the provisions of this Ordinance, shall be fined a definite sum not exceeding \$100.00 for each such violation and be subject to criminal prosecution under the laws of the State of Connecticut.
- B. Each violation of this Ordinance shall be considered a separate offense and any violation continuing more than one day shall be considered a separate offense.
- C. This Ordinance shall not preclude any additional enforcement action taken by any appropriate municipal, state or federal official conducted pursuant to any applicable ordinance, regulation and/or law of the Town of Mansfield and/or the State of Connecticut and/or the United States of America.
- D. Any person or entity issued a citation(s) pursuant to this Ordinance may appeal such citation pursuant to the provisions of the Town of Mansfield Hearing Procedure for Citations Ordinance.

Section 15. Enforcement.

In addition to any fines or penalties imposed herein, this Ordinance may be enforced by injunctive relief by any court of competent jurisdiction.

Section 16. Savings Clause.

Should any court of competent jurisdiction declare any section or clause or provision of this Ordinance to be unconstitutional, such decision shall affect only such section, clause or provision so declared unconstitutional and shall not affect any other section, clause or provision of this Ordinance.

Section 17. Gender, Number, Construction.

In construing this Ordinance, the singular number shall include the plural, the plural the singular, and the use of either gender shall include both genders.

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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

January 12, 2004

Town Council
Town of Mansfield

Re: Budget Transfers for Fiscal Year 2003/04

Dear Town Council:

Attached please find a list of the requested budget transfers and a description of the transfers greater than \$1,000 for the current fiscal year. A majority of the increases are the result of the 2.75 percent wage increases recently approved by the Town Council.

Staff recommends that the Council approve the transfers and adjustment as presented by the Director of Finance. If the Town Council supports this recommendation, the following motion is in order:

Move, to approve the fiscal year 2003/04 budget transfers and adjustments, as presented by the Director of Finance in his memorandum dated January 5, 2004.

Respectfully submitted,

Martin H. Berliner
Town Manager

Attach:(1)

INTEROFFICE MEMORANDUM

TO: MANSFIELD TOWN COUNCIL
FROM: JEFFREY H. SMITH 
SUBJECT: BUDGET TRANSFERS 2003/2004
DATE: 1/5/2004

The items listed below are for requested budget transfers for the fiscal year 2003/2004. A majority of the increases are the result of the 2.75% cost of living increases recently approved by the council. A brief description of the requested transfers over \$1,000 is detailed below.

- Municipal Management Regular – Increase \$4,270 – Town Manager’s salary increase had not been approved by council at the time the budget was prepared.
- Town Clerk Regular CSEA – Increase \$2,180 – 2.75% increase.
- Town Clerk Regular – Increase \$1,820 – 2.75% increase.
- Finance Administration – Increase \$1,580 – 2.75% increase offset by vacant Finance Clerk position not filled as quickly as anticipated.
- Accounting Regular CSEA – Decrease \$2,160 – 2.75% increase offset by vacant Finance Clerk position not filled as quickly as anticipated.
- Accounting Regular – Increase \$3,100 – 2.75% increase.
- Revenue Collections Regular CSEA – Decrease \$2,090 – 2.75% increase offset by vacant Finance Clerk position not filled as quickly as anticipated.

- Property Assessment Regular CSEA – Increase \$8,560 – 2.75% increase. Also Assistant to Assessor was upgraded to Property Appraiser.
- Animal Control Regular CSEA – Increase \$1,210 – 2.75% increase.
- Fire Marshal Regular - Increase \$1,900 – 2.75% increase.
- Fire & Emergency Svcs Administration – Increase \$1,820 – 2.75% increase.
- Mansfield and Eagleville Fire Depts – Decrease \$6,050 - Based on dollars spent to date for current fiscal year, Bunker hours and Part-time hours at Mansfield Fire Dept will be less than anticipated.
- Public Works Administration Regular CSEA - Increase \$1,280 – 2.75% increase.
- Public Works Administration Regular – Increase \$2,620 – 2.75% increase.
- Public Works Supervision & Operations Regular – Increase \$1,870 – 2.75% increase.
- Road Services Regular – Increase \$18,350 – 2.75% increase.
- Grounds Maintenance Regular – Increase \$5,670 – 2.75% increase.
- Equipment Maintenance Regular - Increase \$3,720 – 2.75% increase.
- Engineering Regular CSEA – Decrease \$21,330 – 2.75% increase offset by Vacant Project Engineer position not filled until January.
- Building Inspection Regular CSEA– Increase \$15,330 - 2.75% increase. Also hours for Secretary for Building Inspector increased. This increase is covered by money that was budget for Part-Time Building Inspector which will not be spent.
- Building Inspection Regular – Increase \$1,670 – 2.75% increase.

- Building Inspection Part-time – Decrease \$15,000 – No money will be spent this year, this money will be used to cover increase in Secretary to Building Inspector's hours.
- Building Maintenance Personnel – Increase \$6,690 - Increase due to position changes resulting in one position being filled at a higher rate of pay than was budgeted.
- Building Maintenance Regular – Increase \$2,100 – 2.75% increase.
- Social Services Regular CSEA – Increase \$2,160 – 2.75% increase.
- Youth Services Regular CSEA – Increase \$3,140 – 2.75% increase.
- Library Administration – Increase \$10,220 – 2.75% increase.
- Recreation Administration Regular CSEA – Increase \$4,810 – 2.75% increase. Also Secretary position was upgraded to Administrative Office Supervisor.
- Recreation Administration Regular – Increase \$1,890 – 2.75% increase.
- Planning Administration Regular CSEA – Increase \$2,970 – 2.75% increase.
- Planning Administration Regular – Increase \$2,270 – 2.75% increase.

OVER \$1,000

TOWN OF MANSFIELD
SALARY BUDGET TRANSFERS
FY 2003/04

ACCOUNT NUMBER	DEPT	OBJECT	APPROP	ESTIMATED	INCREASE (DECREASE)
111 12100 51601 06	Municipal	Regular	167,030	171,300	4,270
111 15100 51201 06	Town Clerk	Regular - CSEA	79,610	81,790	2,180
111 15100 51601 06	Town Clerk	Regular	66,240	68,060	1,820
111 16100 51601 06	Finance Adm	Regular - CSEA	57,710	59,290	1,580
111 16200 51201 06	Acctg & Disb.	Regular - CSEA	101,810	99,650	(2,160)
111 16200 51601 06	Acctg & Disb.	Regular	113,380	116,480	3,100
111 16300 51201 06	Revenue Coll	Regular - CSEA	90,570	88,480	(2,090)
111 16402 51201 06	Assessment	Regular - CSEA	144,240	152,800	8,560
111 21300 51201 13	Animal Cntrl	Regular - CSEA	44,500	45,710	1,210
111 22101 51601 06	Fire Marshall	Regular	60,940	62,840	1,900
111 22155 51601 06	Fire & Emer Svc	Regular	65,690	67,510	1,820
111 22200 51501 14	Mnsfid Fire	Regular	335,170	348,910	13,740
111 22200 51503 14	Mnsfid Fire	Part time	59,020	55,000	(4,020)
111 22300 51501 15	Eagleville	Regular	198,290	188,040	(10,250)
111 22300 51502 15	Eagleville	Bunker	65,520	60,000	(5,520)
111 30100 51201 06	PW Admn.	Regular - CSEA	47,550	48,830	1,280
111 30100 51601 06	PW Admn.	Regular	96,190	98,810	2,620
111 30200 51601 07	PW Oper.	Regular	68,690	70,560	1,870
111 30300 51401 07	Road Serv.	Regular	511,580	529,930	18,350
111 30400 51401 07	Grounds Maint	Regular	210,090	215,760	5,670
111 30600 51401 07	Equip. Maint	Regular	137,510	141,230	3,720
111 30700 51201 06	Engineering	Regular - CSEA	164,470	143,140	(21,330)
111 30800 51201 06	Building Insp	Regular - CSEA	8,670	24,000	15,330
111 30800 51601 06	Building Insp	Regular	60,480	62,150	1,670
111 30800 51605 06	Building Insp	Part-time	15,000		(15,000)
111 30900 51103 06	Bldg. Maint	Maint. Personnel	106,840	113,530	6,690
111 30900 51601 06	Bldg. Maint	Regular	76,820	78,920	2,100
111 42100 51601 06	Social Serv	Regular	78,500	80,660	2,160
111 42210 51201 06	Youth Serv	Regular - CSEA	115,950	119,090	3,140
111 43100 51201 08	Library Adm	Regular - CSEA	101,000	103,730	2,730
111 43100 51202 08	Library Adm	Part time-B-CSEA	48,650	43,640	(5,010)
111 43100 51601 08	Library Adm	Regular	192,000	196,850	4,850
111 43100 51605 08	Library Adm	Part time	44,110	51,760	7,650
111 44100 51201 06	Recr. Admn	Regular - CSEA	35,210	40,020	4,810
111 44100 51601 06	Recr. Admn	Regular	69,560	71,450	1,890
111 51100 51201 06	Planning Adm	Regular - CSEA	109,100	112,070	2,970
111 51100 51601 06	Planning Adm	Regular	83,220	85,490	2,270
111 73000 56312 06	Contingency		130,300	60,540	(69,760)

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TOWN OF MANSFIELD
OFFICE OF PLANNING AND DEVELOPMENT

GREGORY J. PADICK, TOWN PLANNER

Memo to: Mansfield Town Council
 From: Gregory J. Padick, Town Planner
 Date: 1/7/04



Re: Update of draft State Conservation and Development Policies Plan 2004-2009

Please find attached 12/10/03 and 12/11/03 letters from W. David LeVasseur, of the State Office of Policy and Management, which offer an opportunity for municipal input on the State's forthcoming update of its Conservation and Development Policies Plan. A draft Locational Guide Map for Mansfield, portions of the Policies Plan text and an OPM power-point presentation also are attached for your consideration. This information already has been distributed to the Planning and Zoning Commission. The State will be holding a series of regional public hearings in the next few weeks, with a 1/20/04 hearing at the Eastconn offices on Route 6 in Hampton. Comments from local municipalities will be received until 2/3/04. Although an additional public hearing process will be conducted in conjunction with the Legislature's approval process, any local recommendations for revision should be communicated on or before February 3rd. Consistent with recent Town recommendations on land use issues and projects that are not within Mansfield's direct jurisdiction, a joint Town Council/Planning and Zoning Commission communication regarding the draft policies plan is recommended.

I have reviewed the draft Locational Guide Map and Policies Plan text with respect to the State's 1998-2003 Plan, the 2002 WINCOG Regional Plan, Mansfield's 1993 Plan of Conservation and Development, and recent discussions and studies associated with our efforts to update the Town's Master Plan. I intend to attend the 1/20/04 public hearing in Hampton and will be discussing State recommendations with WINCOG staff members, other planners in our region and University of Connecticut officials. The following comments reflect my review to date:

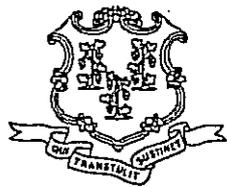
- A. With respect to major land use designations within Mansfield, the draft 2004 Guide Plan Map is very similar to the 1998 map, which previously was reviewed and found compatible with Mansfield's Plan of Conservation and Development mapping. There is a need to update open space designations, and a few other revisions (noted below) are considered appropriate and should be recommended to State officials.
- B. From a general perspective, the State's draft 2004 Guide Plan appears to be compatible with WINCOG's 2002 Regional Plan mapping for Mansfield. It is anticipated that WINCOG staff and representatives will independently comment on the State's draft Plan. It is important to note that the WINCOG Plan is considered compatible with Mansfield's existing and anticipated Plans of Conservation and Development.
- C. From a general perspective, the Policies Plan text and six primary growth management principles are considered sound and appropriate for a State-wide planning document. These principles appear to incorporate many of the recommendations contained in recent land use and smart growth reports. The draft Plan incorporates many specific actions designed to help implement the six major principles. To date, I have not identified any recommendations that are considered inconsistent with local goals or objectives. It is expected that more specific comments will come from organizations and groups more directly involved in recent land use and tax reform studies.
- D. My review to date indicates that the following Locational Guide Map revisions should be forwarded to OPM for its consideration:
 1. Reclassification of the UConn Storrs campus area, UConn's Depot campus area and the East Brook Mall commercial area from "Neighborhood Conservation Area" to "Regional Center." These areas are served by public utilities and State highways. The UConn campus areas, particularly the Storrs campus, are employment centers, have high existing populations and will continue to be developed through the UConn 2000/21st Century UConn program. The East Brook Mall commercial area is

adjacent to a Regional Center classification for Windham. The Regional Center classification has the State's highest development priority and the proposed reclassification could be advantageous with respect to future grant applications.

2. Modification of the current delineation of the UConn Storrs campus area to include the Mansfield Community Center site and to more accurately depict existing and potential development areas adjacent to Mansfield Apartments and Storrs Downtown. As noted above in item D.1, this area is now classified as "Neighborhood Conservation," but is recommended to be reclassified as "Regional Center."
3. Modification of the current "Growth" classification in the Four Corners area to incorporate an area north of Route 44 and east of the Cedar Swamp Brook "Preservation Area."
4. The existing preserved open space areas should be revised to reflect Mansfield's current mapping as updated by the Lands of Unique Value Study.
5. Consideration should be given to recognizing rural community centers in Mansfield Center, Mansfield Depot and Eagleville. These areas are depicted on the local and regional land use plans.
6. Upon final approval by DEP, the Level A aquifer boundaries for UConn's Willimantic River wellfield should be incorporated. If not approved in time for incorporation into this State Plan update, the Policies Plan text should reference the use of the more accurate aquifer delineations upon approval.
7. The developed portions of the Route 6 corridor in southern Mansfield should be included in either "Neighborhood Conservation" or "Growth" classifications. The current draft contains a segment of "rural land" where the existing highway east of Route 195 is situated.

Summary/Recommendation

My review to date indicates that the proposed State Plan update is generally consistent with local and regional land use plans. A few mapping revisions are considered appropriate to further promote consistency and potential opportunities for funding assistance. Noting that the plan also is being reviewed by the PZC and that, upon further review, other recommendations for revision may be identified, it is recommended that: **The Town Council authorize the Mayor, with staff assistance, to co-endorse with the PZC Chairman a letter to the State Office of Policy and Management with comments and recommendations for revisions to the draft 2004 State Policies Plan for Conservation and Development. It is understood that any significant recommendations that were not identified in a 1/7/04 report from the Town Planner shall be submitted for further consideration by the Town Council.**



STATE OF CONNECTICUT
OFFICE OF POLICY AND MANAGEMENT

December 10, 2003

To: Municipal Chief Elected Officials
Municipal Chief Administrative Officers
Chairpersons of Municipal Planning&/or Zoning Commissions
Municipal Planners

From: W. David LeVasseur, Undersecretary
Intergovernmental Policy Division

I am pleased to forward to you for your review and comment a draft of the *Conservation and Development Policies Plan, 2004-2009*. The Plan is a statement of the development, resource management and public investment policies for the State. The Plan identifies trends and issues confronting the State in the years ahead.

Connecticut statutes require that every five years the Office of Policy and Management prepare a proposed revision of this Plan, solicit public comments, revise it as appropriate, and prepare a recommended plan for presentation to the Connecticut General Assembly for adoption. This proposed revision represents the sixth edition of this Plan. The Plan was adopted in 1979, 1983, 1987, 1992, and most recently in 1998.

In a significant departure from past Plan updates, this revision introduces six Growth Management Principles that serve as a basis for the Plan's chapters. The Growth Management Principles and associated policy recommendations are intended to better integrate planning functions across agency lines, as well as to provide a more prescriptive advisory tool for municipalities and Regional Planning Organizations when they revise their own plans.

Your input is vital because the Plan provides an advisory framework for the planning decisions of state, regional, and local agencies. However, conformance to the Plan is mandatory for state agency discretionary capital investments and grants when in excess of \$100,000 for the acquisition, development, or improvement of real property, or for the acquisition of public transportation equipment or facilities.

Public hearings on the Plan will be held in cooperation with the fifteen Regional Planning Organizations. The public hearing schedule is enclosed.

As of Monday December 15, 2003, the Draft Plan will also be available on the OPM website at www.opm.state.ct.us/igp/cdplan.htm

This is an excellent opportunity to participate in the improvement of the Plan and its usefulness. Comments and suggestions resulting from your review should be sent to Daniel Morley, Planning Specialist, Intergovernmental Planning Division, Office of Policy and Management at the address shown below. We would appreciate receiving your comments within two weeks of the date of the public hearing held for your region or at the hearing itself.

I both welcome and encourage your participation in this process.



STATE OF CONNECTICUT
OFFICE OF POLICY AND MANAGEMENT

To: All recipients of the Draft Conservation & Development
Policies Plan for Connecticut 2004 – 2009

From: W. David LeVasseur, Undersecretary
Intergovernmental Policy Division

A handwritten signature in black ink, appearing to read "W. David LeVasseur".

Date: December 11, 2003

Enclosed please find the Draft Map (the "Map") that accompanies and complements the Draft Conservation & Development Policies Plan for Connecticut 2004 – 2009 (the "Plan").

Please note that due to scheduling issues the Plan was mailed out under a separate cover letter but should still arrive within a day or two of receipt of this mailing. Please note that the same rules regarding the review period and hearings contained in the cover letter accompanying the Plan also apply to the Map. For more particular details pertaining to the hearing schedule and review period, please consult the attachments which were mailed with the Plan.

My staff and I look forward to working with you during the hearing and review period.

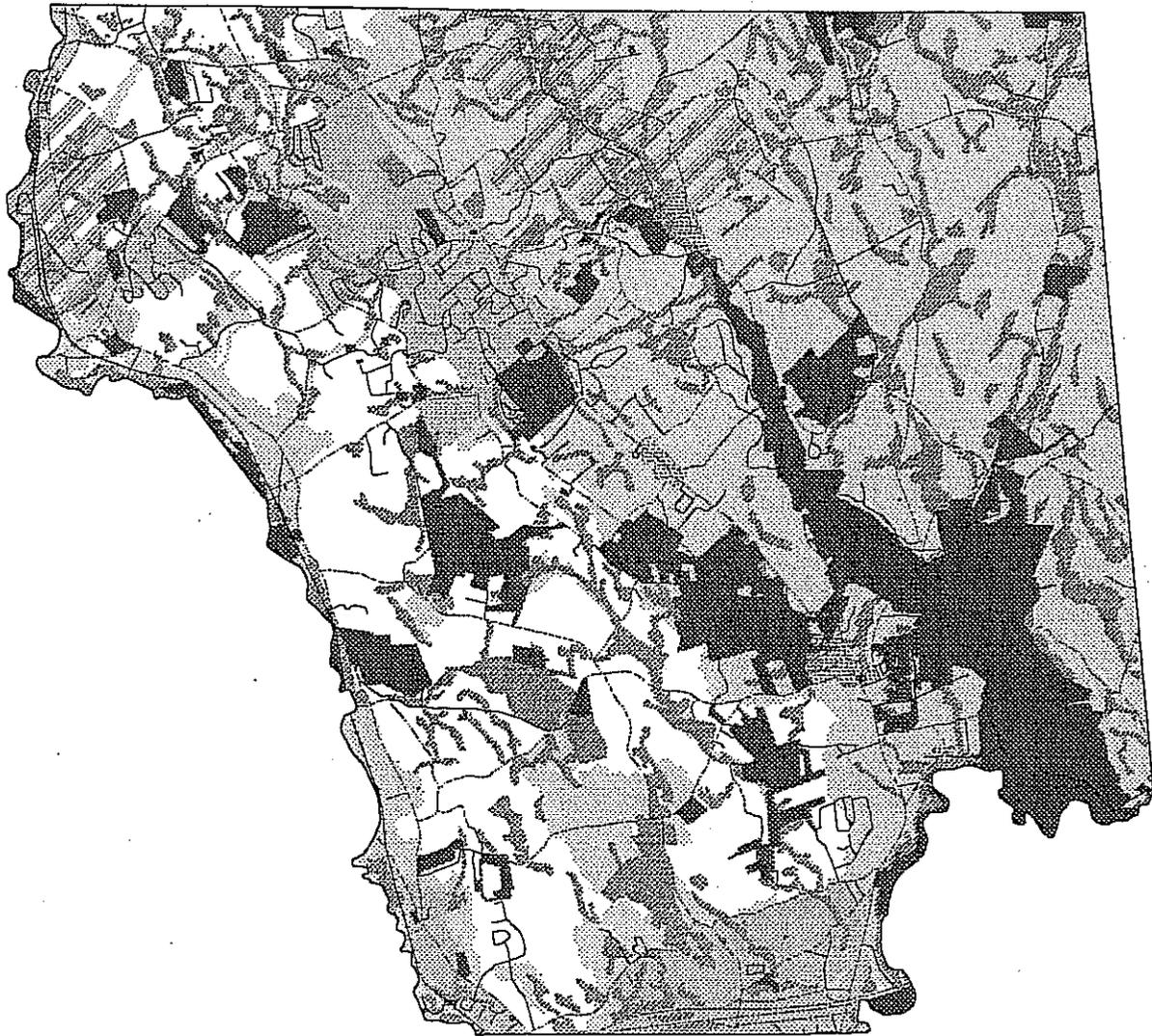
I apologize for any confusion or inconvenience this separate mailing may have created.

**OFFICE OF POLICY AND MANAGEMENT
NOTICE OF PUBLIC HEARING**

In accordance with provisions of Sec. 16a-24 through Sec. 16a-33 of the General Statutes of Connecticut, as revised, notice is hereby given that the Office of Policy and Management, in cooperation with the Regional Planning Organizations, will hold public hearings as indicated in the schedule shown below.

<u>Day</u>	<u>Date</u>	<u>Planning Regions</u>	<u>Time</u>	<u>Hearing Location</u>
Wed.	Jan. 14	Conn. River Estuary MidState South Central	7:00 PM	South Central Regional Council of Governments 127 Washington Ave. West Bldg. Lower Level North Haven, Conn.
Thurs.	Jan. 15	Southeastern Conn.	7:00 PM	Southeastern Conn. Council of Governments 5 Connecticut Ave. Norwich, Conn.
Tues.	Jan. 20	Northeastern Conn. Windham	5:00 PM	EASTCONN 376 Hartford Pike (Route 6) - Room B Hampton, Conn.
Wed.	Jan. 21	Greater Bridgeport South Western Valley	7:00 PM	Fairfield Board of Education 501 King's Highway East Fairfield, Conn.
Wed.	Jan. 28	Capitol Central Connecticut	7:00 PM	West Hartford Town Hall 50 South Main Street - Room 400 West Hartford, Conn.
Thurs.	Jan. 29	Central Naug. Valley	7:00 PM	Southbury Town Hall 501 Main Street Fairfield, Conn.
Thurs.	Feb. 5	Litchfield Hills Northwestern Conn.	7:00 PM	Goshen Town Hall Office Building 42 North Street Goshen, Conn.

Proposed Plan of Conservation and Development Areas Town of Mansfield, CT



Conservation and Development Areas

-  Growth Areas
-  Neighborhood Conservation Areas
-  Rural Land
-  Existing Preserved Open Space
-  Preservation Areas
-  Conservation Areas
-  Level A/B Aquifer Protection Areas
-  Historic Areas



Prepared for the Office of Policy and Management
by the GIS/IT Computer Cartography Laboratory
8/14/03 - LRS/JAW/ALP



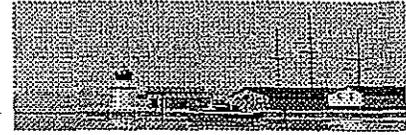
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Conservation & Development

Policies Plan for Connecticut

2004 - 2009

Office of Policy and Management
Intergovernmental Policy Division
450 Capitol Avenue - MS# 54SLP
Hartford, Connecticut 06106-1308

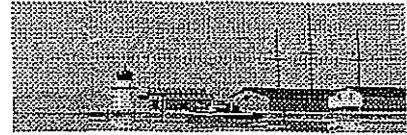


Introduction & Overview

Plan focuses on utilization of broad based growth management principles and an incentive based approach to promote appropriate development and improve interagency coordination. This approach is designed to recognize the unique planning vision of each of Connecticut's regional authorities and municipalities, and support investment where there is common ground.

Growth Management Principles

- Redevelop and Revitalize Regional Centers and Areas with Existing or Currently Planned Physical Resources
- Expand Housing Opportunities & Design Choices to Accommodate a Variety Household Types and Needs
- Concentrate Development in Appropriate Locations to Support Public Transit and/or Pedestrian-Oriented Mixed Use Development Patterns
- Conserve and Restore the Natural Environment, Cultural and Historical Resources, and Traditional Rural Lands
- Protect and Ensure the Integrity of Environmental Assets Critical to Public Health and Safety
- Promote Integrated Planning Across all Levels of Government to Address Issues on a Statewide, Regional and Local Basis



Connecticut at a Crossroads

Crossroads is defined as “a place where two or more roads meet; a place where different cultures meet; a crucial point or place”. It serves as an appropriate metaphor to summarize the findings from a number of recent reports that focused on various quality of life issues in Connecticut.

Connecticut Regional Institute for the 21st Century

- *Connecticut Strategic Economic Framework (Gallis Report, 1999)*
- *Economic Vitality and Land Use (May 2003)*

Connecticut Transportation Strategy Board

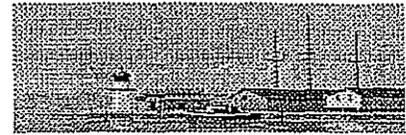
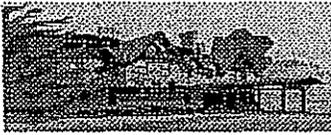
- *Transportation: A Strategic Investment (January 2003)*

CenterEdge Project

- *Connecticut Metropatterns: A Regional Agenda for Community and Prosperity in Connecticut (March 2003)*

Blue Ribbon Commission on Property Tax Burdens and Smart Growth Incentives

- *Report of the State of Connecticut: Blue Ribbon Commission on Property Tax Burdens and Smart growth Incentives (October 2003)*



Growth Management Principle #1

Redevelop and Revitalize Regional Centers and Areas with Existing or Currently Planned Physical Infrastructure

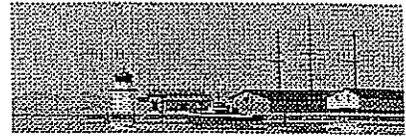
Development patterns of the last half century have concentrated growth at the fringe of urban areas. This has required suburban growth areas to create new infrastructure, while urban infrastructure maintains excess capacity. An alternative to this outward growth pattern is not a reduction in development, rather a fuller use of already developed places with available capacity.

A. Nature of Development

B. Infrastructure

C. Revitalization & Reuse

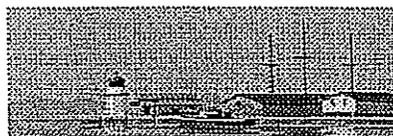
D. Economic Development



Growth Management Principle #2

Expand Housing Opportunities and Design Choices to Accommodate a Variety of Household Types and Needs

Today there are two distinctly different socio-economic realities that exist in Connecticut. Lower income populations and minorities are concentrated in urban centers, while the suburbs are more affluent and are predominantly white. Continued growth at the outside boundaries of regional centers and growth areas will only serve to reinforce existing population and housing disparities. Strategies must be developed to create new opportunities within existing development areas that will revitalize our regional centers, sustain suburban communities and give more residents the ability to secure housing across regional areas. Planning, including local land use regulations, will need to address the need for mixed income, mixed use, transit oriented housing development in order to create housing and employment mobility.

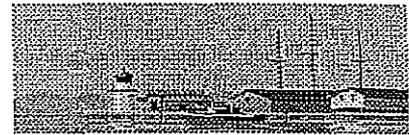
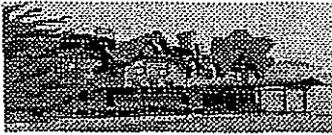


Growth Management Principle #3

Concentrate Development Around Transportation Nodes and Along Major Transportation Corridors to Support the Viability of Transportation Options

The lack of integration between transportation and land use planning functions has had a cumulative effect on unintended development and the inefficient use of transportation resources. The state cannot simply build its way out of congestion, since short-term improvements in highway expansion often exacerbate development pressures at the suburban fringe. Instead, infill development around transportation nodes and along major transportation corridors must become a priority in order to make transportation alternatives financially viable and to ultimately restore balance to the transportation system.

- A. Strategic Economic Framework
- B. Transit Supportive Land Use
- C. Existing Transportation System
- D. Transportation and the Environment



Growth Management Principle #4

Preserve and Restore the Natural Environment, Cultural and Historical Resources, and Traditional Rural Lands

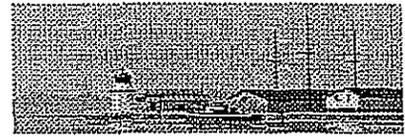
Connecticut's natural, scenic, recreational and historic resources are essential to quality of life, are important economic assets and must be maintained and protected from adverse effects. Future development must occur in careful balance with the protection of these resources.

A. Open Spaces

B. Preservation Areas

C. Conservation Areas

D. Rural Lands



Growth Management Principle #5

Protect and Ensure the Integrity of Environmental Assets Critical to Public Health and Safety

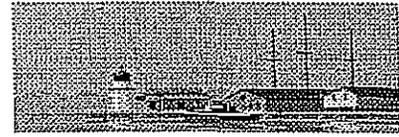
Ultimately, human health and welfare cannot be maintained in an unhealthy natural environment. Dispersed development has eliminated critical habitats, fragmented what were previously large undeveloped blocks of land, and altered the composition of species. Conservation of resources implies more than setting aside the most critical habitats or ecosystems, it requires that we recognize the finite nature of our natural resources and bend our creativity to ensuring that our activities do not deplete or unduly damage those that sustain us.

A. Drinking Water Supplies

B. Water Quality

C. Air Quality

D. Waste Management



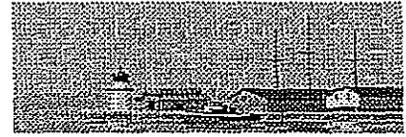
Growth Management Principle #6

Promote Integrated Planning Across all Levels of Government to Address Issues on a Statewide, Regional and Local Basis

1. Integrated Planning is the principle strategy for assuring that state-level development is consistent with the Plan.
2. State of the art standardized geographic information system technology should be utilized across state agencies and all layers of government to promote appropriate integrated planning.
3. While beyond the scope of the Plan, recognize the state's tax structure plays a critical role in land use development patterns. Consideration needs to be given to ways in which property taxation can serve as a positive incentive for conservation and development.
4. Consideration should be given to enabling the establishment of 'urban service boundaries'.

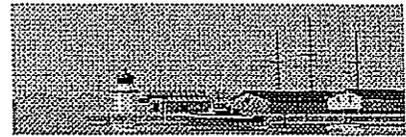
Objectives and Outcomes

- Growth management principles have been developed as general guide to development in Connecticut.
- Coordinated effort by the state is required to to implement public investment in a manner consistent with the growth management principles.
- Consideration should be given to creating benchmarks for each principle to measure progress.



Recommendations That May Have State Fiscal Impact

- Continue funding brownfields remediation programs
- Continue funding historic rehabilitation programs
- Continue funding Connecticut Main Street Center
- Consider creating a targeted capital fund designed to invest solely in businesses located in the inner city.
- Continue funding Transportation Strategy Board Recommendations
- Continue to fund Governor's Open Space initiative – 10% State owned/11% Municipal and various conservation entities



Next Steps

Time Line for Actions

2004-2009 Conservation and Development Policies Plan

November 17 – December 1

Finish, review and refine Draft Plan and print Locational Guide Map

Contact RPO's to set up public hearing dates, times and locations

Prepare advertisement announcing public hearing dates, times and locations for appropriate newspapers

Create PowerPoint presentation

Make printing arrangements for Draft Plan

Make mailing labels

December 3

Meet with Marc Ryan for PowerPoint presentation on Draft Plan

December 5

Prepare cover letters to go with Draft Plan when distributed.

Send Draft Plan to printer

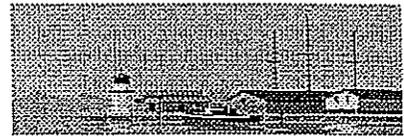
Provide copy of Draft Plan to Senator Fonfara and Representative Wallace

December 9

Meet with P&D Committee Chairs to make PowerPoint presentation and generally review Draft Plan prior to public release.

December 10

Distribute Draft Plan to towns, RPOs, legislators and others on list.



Timeline Continued

December 15

Publish Draft Plan on OPM website

December 10 – January 9 (*some time within this period*)

Prepare letter from Secretary Ryan to selected state agency Commissioners requesting key agency contacts to review draft plan and to assist OPM in responding to comments received back on the Draft Plan

Prepare letter from Secretary Ryan to all other state agency Commissioners asking them to review the plan and submit comments to OPM by a date specific.

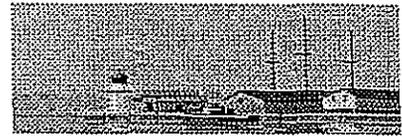
Convene a meeting for appropriate state agencies (DECD, DEP, DOA, DOT, DPH, DPUC, DPW and Historical Commission) to review Draft Plan and to request their comments.

January 12 – February 6

Hold the 8 public hearings on Draft Plan throughout the State of Connecticut as set up by the RPOs. (Request comments back to OPM within 2 weeks after each public hearing, but no later than February 20.)

January 26 – February 20

Consider comments received during public review period and consult with key agency contacts to develop appropriate responses for inclusion in the formal record.



Timeline Continued

February 20 – March 12

Make necessary revisions to the Draft Plan, including a description of changes to the Locational Guide Map, and arrange for printing the text.

March 15

Submit Recommended Plan to the Continuing Legislative Committee on State Planning & Development. Continuing Committee has 35 days to make its recommendation to the General Assembly.

Assist Committee with the public review of the Recommended Plan and any recommended revisions; assist Committee in responding to comments

May 5

Arrange for printing the Final Plan and Locational Guide Map, upon approval of the General Assembly.

Excerpt

DRAFT

Conservation and Development

Policies Plan for Connecticut

2004 – 2009

Office of Policy and Management
Intergovernmental Policy Division
450 Capitol Avenue – MS# 54SLP
Hartford, Connecticut 06106-1308

Conservation and Development Policies Plan for Connecticut
2004-2009

Introduction and Overview

The State has a vision of remaining one of the country's most dynamic and attractive areas characterized by a robust economy, strong linkages to regional and global economies, a pristine set of shoreline and rural areas, stimulating urban centers, valued educational institutions, a hot bed for technology, bioscience and other critical industry clusters, and employment opportunities to enable all of its residents to pursue their dreams.

Connecticut Transportation Strategy Board

The statement above provides context to the type of future Connecticut seeks to achieve through the proper balance of its conservation and development policies. This vision represents not only a desired outcome, but also a starting point to the deliberative process of determining what actions are needed to ultimately achieve the vision and to preserve Connecticut's premier quality of life for future generations.

This process is no small task, given the myriad of opinions and perspectives held by a socially and economically diverse population of 3.1 million citizens spread across 169 municipalities. Furthermore, the state's 15 regional planning organizations (RPOs), Native American tribal entities, involved government agencies, and a variety of special interest groups also play critical roles in this process.

Under Connecticut's "home rule" system of government, each municipality has the autonomy to regulate local land use in a manner that is both fiscally and environmentally responsive to its residents' needs and desires. To a certain degree, municipal land use decisions can be influenced by state infrastructure plans and capital investments in transportation facilities, public water supply and sewer lines, sewage treatment plant upgrades, and property acquisitions for open space and other restricted development purposes.

The Conservation and Development Policies Plan for Connecticut 2004-2009 (the Plan) provides the policy and planning framework for administrative and programmatic actions

and local interests. Where there is common ground with the Plan and the Locational Guide Map, the potential will exist for state capital investment.

This incentive-based approach is well suited to Connecticut's home rule system, since municipal plans of conservation and development can be publicly debated at the grass roots level and advanced under the purview of local-elected officials who are directly accountable to their residents. As each municipality develops its unique vision of the type of future they intend their infrastructure to support, and local zoning ordinances are consistently enforced, there is a reduced likelihood that haphazard development will occur.

One drawback to home rule's tradition of local control and accountability is the costly inefficiencies to taxpayers, since each municipality must finance and operate similar government services within its relatively delimited town boundaries. As our society has become more mobile and the vast amount of new development continues to occur outside traditional urban areas, there is a growing awareness among many municipalities of their larger role and responsibility toward the overall economic and environmental health of their region.

Creating an ethic of regional coordination is key to the successful implementation of all the growth management principles. Regional coordination is about pragmatic, rather than political, solutions to the mounting fiscal burdens on Connecticut taxpayers caused in part by the recent devolution of federal government programs to states. This can include voluntary collaboration among public, quasi-public, and private sector entities, as well as non-profit and community-based organizations that helps to address the issues that go beyond town boundaries. Just as we have come to understand that a healthy environment must be viewed in terms of ecosystems, so too, must a healthy state economy be viewed in terms of regional networks.

In this economic environment, the state and its municipalities have a mutual interest in working together to seek out economies of scale wherever practicable to ensure the efficient delivery of services. This Plan recognizes the vital role that RPOs can perform in facilitating inter-municipal cooperation with regard to workforce, transportation, housing, open space, waste management, and social services issues to meet the regional needs of their member towns. To this end, the Plan seeks to guide future state capital investments in a manner that leverages existing physical assets, revitalizes our urban areas to make them attractive again to our citizens, and provides municipalities with incentives to ensure that their land use policies do not inadvertently raise public costs or degrade natural resources.

Connecticut at a Crossroads

Crossroads is defined as “a place where two or more roads meet; a place where different cultures meet; a crucial point or place.” It serves as an appropriate metaphor to summarize the findings from a number of recent reports that focused on various quality of life issues in Connecticut.

Connecticut Regional Institute for the 21st Century

In 1999, the Connecticut Regional Institute for the 21st Century, a coalition of public, private, and institutional leaders, was formed to develop a framework for defining the basic structure, relationships and linkages that drive the pattern and location of economic activities. The resulting publication, *Connecticut Strategic Economic Framework* (the Gallis Report), prepared by Michael Gallis and Associates concluded that metropolitan regions serve as the functional economic units within the emerging global transportation and communications network. Metropolitan regions, in turn, are structured in a pattern of centers and corridors created by the development of freeways, transit systems, international airports, and suburban population and job growth.

The Gallis Report places Connecticut at the center of the “New Atlantic Triangle” – a unique cluster of five metropolitan regions anchored by the New York, Boston and Albany metro regions, and including the Hartford/Springfield and the Southeast corridor metro regions. This multi-state area is characterized by its large, diverse population and its massive concentrations of economic, institutional and cultural resources.

Notwithstanding these attributes, the Gallis Report cautions that inadequate Hudson River crossings and the area’s heavy dependency on its congested highway network could impede the flow of commerce between New England and the larger continental grid west of the Hudson River. Gallis cites the emergence of northern New Jersey’s ports as the preferred point of connection to the continental grid as a prime example of the dynamic nature of global networks shifting to more efficient routes. Over time, constrained access to global market flows could result in slower growth and a higher cost of living in Connecticut and New England.

In 2003, the Connecticut Regional Institute for the 21st Century published another report, *Economic Vitality and Land Use*, to help business, civic, and government leaders understand the effect of current development patterns and land use decisions on future growth opportunities, urban revitalization efforts, transportation mobility, and other economic and quality of life issues. The report lists several steps for invigorating state, regional, and municipal planning processes, and cites recent efforts in Massachusetts and

has been provided, land use patterns begin to change over a period of time and are, for the most part, irreversible. The societal impacts resulting from such changes have historically been treated as a by-product of development because they are fluid and not easy to gauge.

CenterEdge Project

The CenterEdge Project, a broad coalition of religious, environmental, business, civil rights, educational, governmental and civic-minded organizations, is a leading voice in moving public debate forward over economic and social disparities created by long-term patterns of development. It provides a forum to help people from different settings understand their common problems and self-interests concerning access to good schools, jobs, affordable housing, safe streets, and public spaces and parks. CenterEdge claims that how we organize society directly affects human dignity and the capacity of individuals to grow in community.

The basis for the CenterEdge Project's conclusions is the publication entitled, *Connecticut Metropatterns: A Regional Agenda for Community and Prosperity in Connecticut*. A primary theme of this study is the interdependence of Connecticut's cities and towns, and how they can benefit from regional efforts to counter inefficient development patterns and social and economic polarization.

Connecticut Metropatterns finds that the way the state is growing hurts all communities over time – from the most impoverished to the most affluent. The study organizes the state's 169 municipalities into six distinct community classifications based on their fiscal, social and physical characteristics. Despite their different sets of problems – from poverty, crime and poor performing schools, to rapid population growth, traffic congestion and loss of open space – each type of community faces complex choices in balancing the cost of providing quality public education and local services with the desire to preserve or improve their community character.

The study cites the state's heavy reliance on the property tax to finance municipal services and schools as a leading cause of fiscal zoning. Fiscal zoning occurs when land use decisions are based primarily on the amount of net tax revenue that can be generated from a parcel, instead of based on the overall physical suitability of the land and the long-term needs of the town and region. The resulting competition among municipalities to increase their tax bases often undermines the character of local communities, and can lead to short-sighted land use decisions that foster costly, inefficient development, traffic, and loss of open space.

Two important predictors of cost to a municipality are population change and density of development. For example, municipalities coping with a loss in population and jobs must spread the cost of public services across fewer taxpayers. Conversely, municipalities with rapidly growing populations are able to spread the cost of services across more taxpayers, effectively subsidizing the cost of infrastructure expansions to accommodate new residents and businesses.

How did we get here?

Connecticut is a land blessed with abundant natural assets, such as its scenic rolling hills, fertile valleys, freshwater streams, and expansive coastline. Over time, its citizens leveraged these natural resources to build the physical infrastructure necessary to support their evolving social and economic needs. It is this human influence that provided Connecticut with its characteristic New England villages, historically vital cities, innovative industries, and rich cultural heritage.

Following the Industrial Revolution, cities provided housing and employment opportunities to the vast majority of factory, retail, and professional workers and their families. As working class families accumulated modest wealth, additional housing opportunities in close-in suburbs became a viable option to many. A hub and spoke system of public transit was created to provide ample mobility between home and city services. This trend toward decentralized development continued into the first half of the 20th century, facilitated by growing automobile ownership and an expanding state highway system.

The post-World War II era ushered in a period of accelerated migration from cities to suburbs, fueled in large part by federal highway construction and suburban housing initiatives. This migration became the engine for a long period of economic and physical expansion. Over time, highway-accessible suburban shopping malls, corporate offices, and industrial parks further lured retail and employment opportunities away from cities.

Today, single-family homes on private lots continue to be the most desired form of residence, and "big box stores" are exceptional economic performers. Low density and strip development exists because the market supports it, and many suburban dwellers enjoy their quality of life. Despite suburban gains in wealth and political clout, Connecticut's cities still hold major concentrations of economic activity and service centers that support regional populations. Many of their remaining businesses are part of regional "clusters" that compete nationally and internationally.

This ability to compete, however, is undermined to an extent by the national ratings that place some of Connecticut's largest cities among the poorest in the nation. While many other cities across the country have the ability to annex their wealthier unincorporated suburbs and gain new land for development, Connecticut cities are confined by their relatively small and highly developed political boundaries. Without the benefit of a broader representation by metropolitan area, both the perception and the reality of this geographic stratification by income leave few opportunities for cities to increase their tax bases in the short term.

Where are we going?

The landscape we have created is the framework within which we must work to balance the environment, economy, and community. Over the past decade, the state has seen very

- Open Space Acquisition – The goal is to preserve 21% of the state's land as open space by the year 2023, through the combined efforts of the state, municipalities, private non-profit organizations, and water utilities. In 2002, the state made the largest such acquisition in its history by purchasing approximately 15,000 acres of public water supply watershed land in southwestern Connecticut.
- Transportation Strategy Board – Created to bring a strategic economic framework to planning and prioritizing investments in the state's transportation systems.
- Higher Education – The UConn 2000 and UConn 21st Century Programs have committed \$2.3 billion to the state's flagship institution, and over \$860 million has been committed to the Connecticut State University system and the Community Technical College system to modernize and improve the physical infrastructure of their campuses.

As indicated above, Connecticut already has a number of key growth management programs and policies in place that can be enhanced through better coordination, packaging, and marketing. In order to build on these and other state initiatives, however, there is a reciprocal responsibility on the part of municipalities, developers, individuals, and interest groups to be fully engaged in a deliberative civic planning process.

By focusing on its human capital, Connecticut is well-positioned to flourish in the growing knowledge-based economy. It is ranked among the top states in the nation for per capita income and educating its children. These factors are key to generating significant purchasing power for consumer products and investment capital for entrepreneurial activities, in addition to producing the highly skilled and educated workforce for which Connecticut is known.

Investments in our higher education system help to provide attractive in-state options for Connecticut families, as well as highly competitive choices for out-of-state students. Given the state's aging demographics, a primary challenge is to not just cultivate this resource, but to provide the type of environment and amenities that entice such students to ultimately become rooted in Connecticut.

Connecticut's urban areas can play a vital supportive role in facilitating affordable housing and entertainment options to attract this highly educated and creative class. Underutilized infrastructure in urban areas represents a significant resource that can be efficiently utilized to develop pedestrian-friendly, mixed use neighborhoods that cater to young professionals, couples, and retirees.

While the potential for urban revitalization is significant, there remain serious issues regarding quality of schools, perceptions of public safety, housing costs, and taxes relative to services. In order to truly be a land of opportunity, we must make every effort to ensure that every person, regardless of income or race, has reasonable access to the same opportunities available to others. The growth management principles addressed in the following chapters lay the foundation for guiding state planning and investments to provide a future in which no citizen of Connecticut is limited in their ability to pursue the American Dream on account of where they live.

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**TOWN OF MANSFIELD
TOWN CLERK**



JOAN GERDSEN, TOWN CLERK

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

Memo to: Town Council

Re: Meeting Dates 2004

The following are the dates to be approved for 2004:

Jan. 12, 26
Feb. 9, 23
March 8, 22
April 12, 26
May 10, 24
June 14, 28
July 12, 26
Aug. 9, 23
Sept. 13, 27
Oct. 12* Tuesday, 25
Nov. 8, 22
Dec. 13, 27

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ADMINISTRATION

- New Staff Member: I am pleased to report that, as of December 1, Kristie Beaulieu has joined our staff to work on the grant-funded pre-disaster hazard mitigation plans for our member towns. Kristie is a graduate of ECSU and a Windham resident. She has had three internships with the CT DEP and has experience in working with ArcGIS, which is used by the project-specific software developed by FEMA. We are delighted to have her with us and feel certain that the region will be able to make good use of her skills.
- FY '03 Annual Report: As required under our contract with ConnDOT, we have prepared an annual report for FY '03. Copies are available at today’s meeting.
- Technical Assistance Current Contracts Update:

Technical assistance contracts active in FY 04:

Contract #	Description	Status
<i>Willimantic River Alliance</i>	<i>grant administration</i>	<i>completed</i>
<i>Ashford</i>	<i>POCD assistance</i>	<i>in progress</i>

UPCOMING DATES OF INTEREST

- December 9 7:30 p.m. - Public Informational Hearing, Blue Ribbon Commission on Property Tax Reform, at the Mansfield Community Center.
- December 9 5:00-8:30 p.m. – A Regional Outlook in the Quinebaug-Shetucket Heritage Corridor, Presentation and discussion on Regional Planning with directors from four area COG’s, Inn at Woodstock Hill.
- December 16 3:30 p.m. - Third meeting of WINCOG Emergency Planning Work Group at Coventry Town Hall annex. Presentation by Bill Austin, CREPC.
- January 9 8:30 a.m. - Next WINCOG Meeting (tentatively scheduled for Mansfield’s new Community Center)
- January 20 5:00 p.m. - State Plan of Conservation and Development public information meeting at EASTCONN, Room B.

and in the future....

- March 4 Land Use Education Series begins - “Roles and Responsibilities”. All land use commission members in the region are encouraged to attend. Sessions will be at Yeoman’s Hall, Columbia.
- April 1 Land Use Education Series - “Legal Rules and Procedures”
- May 6 Land Use Education Series - “Site Plan Review”
- June 3 Land Use Education Series - “Variances, Special Exceptions”

TRANSPORTATION

- STIP Amendment: ConnDOT is proposing that a project be added to the STIP that would fund the purchase of a statewide GIS base map. This is the same product that the DEP was unable to get funding for in 2000. All products will be in the public domain. Current plans call for the state Department of Information Technology (DOIT) to be the service agent. Because we did not receive this amendment in time to list specifically on today’s agenda, we will include it on the January agenda for action. Note that this project addresses one of the issues on our legislative agenda (item “e” on the list in your packet).
- Functional Classifications of Roads: ConnDOT is now in the process of reviewing the functional classifications of roads statewide. WINCOG has provided to each town a map of the current classifications, and six towns were represented at a meeting at WINCOG on November 21 at which ConnDOT staff explained the road classification system, answered questions, and invited local input into the reclassification process. We request that **all proposed classification changes be submitted to WINCOG by December 15**, so that we can review and coordinate them for submission to ConnDOT. If you know that you will have recommended changes but will be unable to meet this deadline, please contact our office.

safety improvements on local roads. **Please notify WINCOG of any locations being proposed for consideration by April 2, 2004.**

- Transportation Strategy Board/ Transportation Investment Areas: At the request of the South Central RPA, a statewide meeting was set up for early November for TIA representatives to meet with TSB Chairman Oz Griebel. The main purpose of this meeting was to discuss what the TSB expected of the TIA’s between now and November 2004, when each TIA is supposed to submit to the TSB an updated transportation plan (per TSB legislation). There is no further funding from the TSB for this planning process. Mr. Griebel, on behalf of the TSB, expressed the hope that the TIA’s will stay involved in the process and continue to provide input at the monthly TSB meetings.

LAND USE PLANNING

- Regional Planning Commission: At their December 3rd meeting, the Regional Planning Commission reviewed and responded to the following referrals:
 - a. #03-11-05-CBY: Canterbury: A proposal to create a new Industrial Zone on Rte. 169. **No Referral Required.**
 - b. #03-11-21-WN: Willington: A proposal to modify the regulations concerning gazebos. **Conformance to Regional Plan. No intermunicipal impacts.**The RPC is also planning an informal dinner presentation to be held in early spring. Potential subjects include gaming issues and the economics of land use.
- Scotland Plan of Conservation and Development: Congratulations to the Scotland Planning and Zoning Commission on the adoption of their new PoCD! Two years and countless hours of work by the Commission’s volunteer PoCD Committee have finally come to fruition. Preserving the “look and feel” of Scotland today is the primary focus of the plan. It encourages village scale development in the Town Center and identifies several areas of town that have the potential for non-residential development without negatively impacting the community. The plan also identifies natural, scenic, and historic resources and recommends the protection of priority open space areas. The document becomes effective on Dec. 18th 2003.
- Ashford Plan of Conservation and Development: The Ashford PoCD subcommittee recently distributed a four-page public opinion survey. The results of the survey will help them develop goals and objectives for the plan. To increase awareness of the survey, the volunteer PoCD committee is working with the media and posting reminders throughout the community.
- State Conservation and Development Policies Plan Update: OPM is still hoping to have a draft of the plan text available for review in December. They will have a 30-day review period prior to the opening of several regional public hearings in January. To our knowledge, none of these hearings has been scheduled yet.

EMERGENCY PLANNING GRANT UPDATES

- Emergency Operating Plans (EOP) and CERT—FEMA Funding through OEM: The second meeting of WINCOG’s regional emergency planning work group was held on November 18 at the Coventry Town Hall annex. Rita Reiss, Assistant Director of the Northeastern CT Council of Governments, described what their region is doing to coordinate regional response and form a HAZMAT team. The next meeting of this workgroup will be on December 16, and will include a presentation by Bill Austin on the Capitol Region Emergency Planning Committee (CREPC).

As of December 3, consultant Peter Carbone, Tectonic Engineering, has met with three towns (Mansfield, Scotland, and Chaplin) to review their recommendations for updating the local emergency operating plan (LEOP) and to gather additional information. Meetings with the remaining towns are being scheduled.
- Bioterrorism Planning—federal funding through DPH: Your director continues to serve on DPH’s Focus Area A (bioterrorism terrorism planning) workgroup, representing the state’s regional planning organizations. Representatives from the Southwest RPA and the Central Connecticut RPA have also been attending these meetings. One of the issues that we continue to discuss is how to keep the RPO’s involved with (and funded

- Pre-Disaster Hazard Mitigation Planning Grant – FEMA Funding through DEP: Towns will be contacted in the near future to designate one or more local contacts for this planning process. In accordance with our contract with DEP, a regional advisory committee will be formed to guide the process.

CENSUS AFFILIATE ACTIVITIES

- Data Requests: Staff responded to requests from: 3 town staff, 2 non-profit organizations, and 1 business.

LOCAL ASSISTANCE

- Ashford* - Worked on Town POCD under contract.
- Sent information on wetlands case law to ZEO.
- Chaplin* - Reviewed and commented on plans for project in Rte. 6 Corridor Overlay Zone.
- Scotland* - Researched gravel mine mitigation strategies for PZC member.
- Windham* - Continued to participate on Windham Ad Hoc Economic Development Committee
- Continued to participate on Windham’s parking subcommittee.
- Participated in initial Willimantic Whitewater Partnership meeting.
- All Towns* - Processed statutory referrals from or affecting various member towns (see Planning, above)
- Provided follow-up information and coordination regarding upcoming statewide homeland security assessment.
- Represented the Windham Region at greenways planning charrette for eastern CT.

OTHER ASSISTANCE

- Provided meeting space for Willimantic Public Library board meeting.
- Provided meeting space for WRA/Rail Road Museum/DEP Greenways joint meeting.
- Provided information to UConn graduate student on the social and economic climate of Willimantic.
- Provided information to UConn civil engineering students doing conceptual redesign of Main St. in Willimantic.

MEETINGS

- Nov. 7 - WINCOG Meeting (BB, JB)
- Willi River Alliance/Eastern CT Rail Road Museum/CT DEP Greenways Meeting (BB, JB)
- 10 - Prepaid Fares meeting with Mansfield, UConn / Storrs (MP)
- 12 - Willimantic Parking Committee meeting, at WINCOG (BB)
- Retirement party for CRCOG Executive Director / Hartford (BB)*
- 13 - TSB meeting / Hartford (BB)
- 14 - CCAPA meeting / Waterbury (BB)
- 17 - Planner candidate interviews (BB)
- Ashford Plan of Conservation and Development monthly meeting (JB)
- 18 - DPH Focus Area A meeting (bioterrorism) / Wallingford (BB)
- WINCOG Emergency Planning Workgroup / Coventry (BB, JB)
- 19 - RPO / EOP updates meeting / Rocky Hill (BB)
- Planner candidate interviews / (BB, JB)
- Greenways charrette for eastern CT /Hampton (JB)
- 20 - Presentation of conceptual Main St. redesign by UConn students/ Storrs (JB)
- 21 - Highway functional classification meeting with ConnDOT staff (BB, JB)
- 22 - Retirement Party for Adel Urban / Chaplin (JB)*
- 24 - Willimantic Library Board at WINCOG
- Willimantic Whitewater Partnership/ EASTCONN (JB)
- 25 - GVI Quarterly meeting / Brooklyn (JB, BB - part)
- Dec. 1 - Executive/ Finance Committee meeting (BB)
- 2 - ECWIB meeting / Norwich (M. Paulhus, BB)
- 3 - Plan Review Meeting for proposed gas station on Rte. 6/ Chaplin (JB)
- RPC meeting (JB)

* Time not charged to WINCOG

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**WINDHAM REGION COUNCIL OF GOVERNMENTS
MINUTES
November 7, 2003**

A regular meeting of WINCOG was held on November 7, 2003 at the Windham Town Hall, 979 Main Street, Willimantic, CT. Chairman Michael Paulhus called the meeting to order at 8:30 a.m.

Voting COG Members Present: John Zulick, Ashford; Rusty Lanzit, Chaplin; John Elsesser, Coventry (alt.); Margaret Haraghey, Hampton; Dan McGuire, Lebanon; Martin Berliner, Mansfield (alt.); and Michael Paulhus, Windham.

Staff Present: Barbara Buddington, Jana Butts.

Others Present: Gian-Carl Casa, CCM; Carl Fontneau, Columbia & Scotland; Scott Gravatt, Eastern CT Conservation District; Pat Mancino, CT East Tourism District; Virginia Sampietro, Eastern CT Work Force Investment Board; Dennis Twiss, CT Small Business Development Center.

PUBLIC COMMENT - None.

MINUTES - **MOVED** by Mr. Berliner, **SECONDED** by Mr. McGuire, to approve the minutes of the 10/3/03 meeting as submitted. **MOTION CARRIED** unanimously.

UPDATES

Eastern CT Workforce Investment Board: Ms. Sampietro reported that the new board is preparing a strategic plan that municipal officials will have a chance to review before it is submitted to the Department of Labor. The new Workforce Investment Area is composed of 40 towns, has 30 members primarily from the business community, and a council of five municipal officials. Mr. Paulhus is the council member from the Windham Region. The council meets every two months. Regular meetings will be held in Franklin on the last Tuesday of the month. The next meeting is in November.

CT East Tourism District: Ms. Mancino of the consolidated CT East Tourism District (Mystic Places and the Quiet Corner) reported that the transition to combine the two districts was not running very smoothly. There is currently no director in the northeast office and there is a problem with the state funding. Calls to the NE office are being forwarded to the SE office, and attractions in the NE have been added to the SE's website. The district has not yet received any operating funds for fiscal year '04. Other tourism districts in the state are functionally closed. She noted that eastern CT brings in more revenue through the hotel tax than it receives in tourism program funding. Despite the troubles, the district is updating their flyer, and municipal officials should expect to receive a survey asking for new tourism related businesses in their towns. **MOVED** by Mr. Elsesser, **SECONDED** by Mr. Zulick, to send a letter to OPM Undersecretary Marc Ryan (with a copy to the Governor) stating that tourism is very important to eastern CT and that the Windham Region Council of Governments hopes they will quickly resolve the funding problem. **MOTION CARRIED** unanimously.

EASTERN CT CONSERVATION DISTRICT

Scott Gravatt of the Eastern CT Conservation District presented his agency's history, role, and services. Coventry is the only town in the region that is not part of the Eastern CT Conservation District (Coventry is in the North Central Conservation District). Conservation districts were created in the 1930's to respond to drought issues in the Dust Bowl. The Conservation District was formerly known as the Soil and Water Conservation District; soils and water remain the agency's primary focus. The agency implements demonstration projects, offers free site plan reviews for natural resources, offers periodic workshops on natural resource conservation, and delineates wetlands for a reasonable fee. Mr. Twiss asked if the services of the Conservation District were available to small businesses wanting help with stormwater management. Mr. Elsesser said that might be possible if the business was a farm and the project was grant-funded. Mr. Gravatt responded that the district may also provide assistance to municipalities implementing Phase II stormwater management. Mr. Elsesser noted that Coventry has engaged the services of an NCCD staff member to serve as the town's part-time wetlands agent.

TRANSPORTATION

STIP amendments: None.

Transit District Report: Ms. Buddington distributed copies of the Transit District Report.

Functional Classifications: Ms. Buddington reported that Herman Lelhbach from ConnDOT offered to attend a meeting with chief elected officials and/or staff to explain the functional classification system and discuss the update process. This

would be particularly aimed at towns without professional staff. Town roads classified as rural collectors are eligible for state road improvement funds.

LEGISLATIVE ISSUES

Mr. Casa noted that CCM's primary issues are property tax reform and the relationship between development and land use patterns. As background for property tax reform (which is seen as a long-term initiative), CCM is promoting the need for tax incidence studies and a comprehensive statewide geographic information system (GIS) that can be jointly used by local, regional, and state agencies. Mr. Casa stressed the need for closer connections between the state, regional, and local policy makers. He encouraged WINCOG to engage local groups and to meet with legislators collectively. Revising the property tax structure will be a difficult process and changes will come gradually. Other items on CCM's agenda include Town Aid Roads (TAR) and mandates regarding labor relations - binding arbitration and prevailing wage. On a regional level, CCM promotes the notion of regional capitol expenditures and revenue sharing.

In the discussion that followed, it was noted that it is important to present issues in a way people can understand, and that we need to stress to legislators that the COGs are regional partners with the towns and with the state, and not another special interest group.

On their draft legislative agenda, the COG removed the item on mandatory training for certain elected positions and added the issue of funding for the tourism districts. Other suggestions included restoring the open space funding, clarification of the statutes regarding jurisdiction over the siting of telecommunications facilities, and exempting towns from the requirement to pay the prevailing wage on projects using no state or federal funding. Mr. Elsesser stated that we need to prioritize our issues and make RPO funding the top issue. On the prevailing wage issues, Mr. Elsesser suggested that, as an alternative to a 3-year moratorium on the prevailing wage mandate mentioned by Mr. Casa, some percentage of the project could be required to use union employees (rather than having to use prevailing wage across the board). Now, towns have higher costs, but the dollars are going to non-union workers.

DIRECTOR'S REPORT & ADMINISTRATION

Ms. Buddington reported that the audit has been completed and that the FY 03 BFO rate was 119%. As listed in the Director's Report, there will be an emergency planning work group meeting on November 18. Funds are available for people willing to organize a CERT (Citizen Emergency Response Team). The FEMA grant from DEP for pre-disaster hazard mitigation is signed and a new position to help with that process has been advertised. The Office of Rural Health is offering a grant to study EMT response times.

MEMBERS FORUM

Mr. Berliner asked about the status of the CEDS update. The update is temporarily tabled due to business that is more urgent. Mr. Zulick noted a change of leadership in Willington and suggested inviting the new First Selectman to the December meeting.

Today's meeting was the last for John Zulick who has served on the council for eight years. Thanks to John for his many years of service to the Town of Ashford and to the Windham Region Council of Governments.

NEW BUSINESS

Items for December 5 Meeting:

Invite Willington First Selectman

Budget and work program for FY '05

Legislative Agenda - further discussion

CHANGE OF LOCATION- the December meeting will be held at the new Mansfield Community Center. *[staff note: the December meeting will be in Windham - the January meeting will be in Mansfield].*

There being no further business, the meeting adjourned at 9:47 a.m.

Respectfully submitted by Barbara Buddington, staff.

Mansfield Conservation Commission
Minutes of the October 15, 2003 Meeting
Conference Room B, Audrey P. Beck Building

Present: Robert Dahn (chairman), Jennifer Kaufman, Quentin Kessel, John Silander, and Robert Thorson.

Absent: Denise Burchsted, Lanse Minkler, and Frank Trainor.

Town Staff: Grant Meitzler

Guests: Rodney Latouche, Mary G. Harper, Rich Miller, Norman Livingston, and Jeff Brown.

1. The meeting was called to order at 7:32 PM.

2. Kaufman moved and Dahn seconded that the minutes of the August 17, 2003 be approved. The motion passed unanimously.

3. Rich Miller reported on several Mansfield/UConn issues:

a) Miller discussed the University's ongoing upgrade of the East Campus Master Plan which addresses land uses for the portion of University-owned land between Gurleyville Road, the Old Turnpike and the Fenton River. He noted existing restrictions on the land, including the Farwell Barn and its 25 acres, 400 acres of UConn Forest and 300 acres designated as a direct aquifer recharge area. He noted the University's desire to protect the Fenton River and that the DEP's aquifer protection regulations may finally be acted upon. Kessel informed Miller that the Mansfield Conservation Commission had been corresponding with the DEP with regard to what the CC sees in the proposed aquifer regulations as an illogical over reliance upon solid blue lines on USGS topographical maps. He distributed copies of a 10/4/00 map (draft) by Leggette, Brashears & Graham which excludes a large portion of the East Campus from direct aquifer recharge area protection because it is drained by a perennial stream (portrayed by a solid blue line on the USGS maps). This is in spite of the fact that the perennial stream in question disappears into the stratified drift of the Fenton River aquifer during dry periods, contributing at least as much water to the aquifer as the adjacent area designated as a direct recharge area does.

The University held a public forum regarding their East Campus Master Plan in September and they will compile the results for transmission to JJR consultants. A follow-up public meeting with JJR representatives present will be held on November 6, 2003.

Thorson moved and Silander seconded that the University should be commended for their intent to formulate a conservation plan for incorporation into the University's Master Plan. The motion passed unanimously.

b) Miller reported on the University's efforts to improve the health and appearances of the two ponds, Mirror Lake and Duck Pond/Swan Lake, on the campus. They have engaged a consultant to plan for the long range health of the lakes and hired

another firm to chemically treat the water to avoid excessive growth of algae and duckweed.

c) The University has hired SEA Consultants, Inc., to make a comparative site study for their hazardous waste site. This is essentially a transfer station for hazardous waste with nothing "in residence" for more than 90 days. The consultant will make a comparative study of the present Horsebarn Hill site and a site in the area of the sewage treatment plant. Kessel asked if it was predetermined that it would be one of these two locations or if others, such as the Central Warehouse, would be considered. He noted that University's the Environmental Health and Safety Department had expressed a preference for the warehouse. Miller indicated that the warehouse had not been eliminated as a site. He reported that an advisory committee had been selected and met on 9/30. It includes CC member Kaufman, but not in here role as a CC member, but as a resident of the part of Mansfield that might be affected by the treatment plant site. He reported that the Connecticut Fund for the Environment had declined to participate on the advisory committee.

d) Miller reported that the University is awaiting a DEP decision on their final plan to cap the UConn landfill and went on to describe their proposed cogeneration plant which will be located adjacent to the present heating plant and will have an exhaust stack that will be 175 feet high (the present stacks are 125 feet high). It will have a capability of generating just under 25 MW of power (higher than 25 MW would trigger a more extensive permitting process).

4. PZC file # 1214 - Reja Acquisitions (Smith Farm Development, Phase I) Coventry Road. Dahn recused himself from the discussion. The CC was still unable to satisfactorily review this subdivision application. The CC still does not have a copy of the wetlands report for this and the maps distributed to CC members were very difficult to read and interpret (for example, portions of wetland boundaries were not shown on the maps). Importantly, the CC was confounded by four problems involving the maps: (1) The graphic quality of the maps made them difficult to interpret; (2) some of the map units did not follow standard conventions (i.e. open polygons), (3) the most complex part of the wetlands mapping was obscured by the largest text block; and (4) the maps available to us had different dates with different drawings raising the question of what maps the PZC was working from. Furthermore, it was discovered that some of the maps in front of us were not even the current. Three of the guests attended the meeting to comment on this application:

Latouche is concerned about wildlife and drainage onto his property and into his pond which is adjacent to the proposed development. He experienced a significant increase in run-off difficulties after a logging operation approximately 10 years ago and is worried about the development worsening the situation. Thorson asked questions in order to better understand the earlier changes in the hydrology and the potential changes the proposed development might cause.

Livingston added his concerns about the effect on his pond, too, as well as the impact on wildlife. He listed fishers among the wildlife he has observed there.

Brown, whose land will be surrounded on three sides by the development, pointed out the existence of several vernal polls (not indicated on the maps) whose residents may be expected to be severely affected. He has also consulted a wetlands specialist who

questioned the Reja delineation of the wetlands on the area to be developed. Brown also presented the CC with a copy of a petition signed by more than 30 residents who do not approve of the Smith Farm Development Phase 1 (Attachment #1).

The CC agreed that the collective testimony presented makes it appear the wetlands may have been under represented on the Reja maps. In particular, the answers to Thorson's questions of the visitors suggest that wetlands exist that were not mapped, that the boundaries mapped are too conservative, and that vernal pools likely exist on the Latouche side. The CC expressed appreciation to the guests for commenting on this application and assisting the Town in making a decision on it.

5. Review of last month's decision on W W1229 - Taylor – Hanks Hill Road. Map date 8/27/03. Dahn recused himself from the discussion. This application was for a three-lot subdivision with a single driveway on an 18.3 acre parcel that the CC voted should have no significant negative impact on the wetlands. Thorson submitted a letter, dated October 15, 2003, in which he pointed out that the CC acted without having been given full information on a significant erosion problem existing on the property (attachment #2). A drainage ditch along the western (UConn) and southern (Harper) boundaries made by a previous owner/developer to drain the property proposed for subdivision is severely eroded. This erosion is cutting away portions of the Harper property and at its terminus it floods and spreads soil on neighboring land during heavy rains. A great deal of silt is also being delivered to and filling the Rocque pond on the opposite side of Hanks Hill Road.

Harper provided the CC with her October 3, 2003 letter (attachment #3) to the IWA expressing concern about the proposed subdivision on the wetlands and discussed these concerns with the CC. She would like to see the new owners take some steps to mitigate the adverse effects of the ditch, which has significantly altered the surrounding landscape.

It was agreed that the CC did not have the technical or legal expertise to suggest either a solution to the problem or to understand the landowner's responsibility to correct the situation before moving forward with his subdivision plans. However, it seems clear that the subdivision plan fails to address this issue adequately, and the CC would like to encourage the IWA and PZC to consider this matter in detail before acting on the application.

6. IWA Referrals.

a) W1233 - Souci/Beland – Baxter Road. Kessel moved and Kaufman seconded that there should be no significant negative impact on the wetlands as long as the sedimentation and erosion controls shown on the map are in place and removed after the site has stabilized. The motion passed unanimously.

b) W1234 - Dodd – Route 44. Kessel moved and Kaufman seconded that there should be no significant negative impact on the wetlands as long as appropriate sedimentation and erosion controls shown on the map are in place and removed after the site has stabilized. The motion passed 4-0 with Thorson abstaining.

c) W1235 - Ouimette/Locke - Birch Road. Kessel moved and Dahn seconded that there should be no significant negative impact on the wetlands as long as appropriate sedimentation and erosion controls shown on the map are in place and removed after the site has stabilized. The motion passed 3-0 with Thorson abstaining and Kaufman recusing herself.

d) W1236 - D&W/Popeleski - Bassetts Bridge Road. Kessel moved and Silander seconded that there should be no significant negative impact if appropriate sedimentation and erosion controls are in place during the construction and removed after the site is stabilized. Additionally the CC asks that the IWA and PZC make every effort to maintain the integrity of the existing stone walls wherever possible. The motion passed 4-0 with Thorson abstaining.

e) W1237 - Trudeau - Mount Hope Road. This application is to build a single family dwelling on an 8 acre lot (1 lot subdivision). Kessel moved and Dahn seconded that there should be no significant negative impact if appropriate sedimentation and erosion controls are in place during the construction and removed after the site has stabilized. The motion passed unanimously.

f) W1238 - Woodland Rd. Dahn moved and Kessel seconded that there should be no significant negative impact if appropriate sedimentation and erosion controls are in place during the construction and removed after the site has stabilized. Additionally the CC asks that the IWA and PZC urge that the existing stone walls and stone foundation be maintained if possible. The motion passed 4-0 with Silander abstaining.

7. The meeting adjourned at 10:40 P.M.

Respectfully submitted,

Quentin Kessel
Secretary

DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT

Mansfield Conservation Commission
Minutes of the November 19, 2003 Meeting
Conference Room B, Audrey P. Beck Building

Present: Jennifer Kaufman, Quentin Kessel, Lanse Minkler (acting chairman), John Silander, Robert Thorson and Frank Trainor..

Absent: Denise Burchsted and Robert Dahn (chairman)

Town Staff: Grant Meitzler

1. The meeting was called to order at 7:32 PM.
2. Thorson moved and Kaufman seconded that the minutes of the October 15, 2003 be approved. The motion passed unanimously, as did a motion by Trainor, seconded by Kaufman, to approve the August 20, 2003 minutes.
3. The University has hired SEA Consultants, Inc., to make a comparative site study for their hazardous waste site. This is essentially a transfer station for hazardous waste with nothing "in residence" for more than 90 days. The consultant will make a comparative study of the present Horsebarn Hill site and a site in the area of the sewage treatment plant. Kessel presented a draft of a possible letter to the Town Council urging the TC examine the report carefully with an eye toward taking the position that the hazardous waste site be moved out of the public water supply watershed of the Fenton river. Kessel moved and Thorson seconded that the letter be forwarded to the TC. After discussion the motion was passed unanimously. Kessel will attend the November 24, 2003 TC meeting to answer any questions that might arise.
4. Kessel reported on the University's public information session on the East Campus Master Plan held on November 6, 2003. He noted that in spite of the JIR consultant's responses at this session, the new guidelines seem to weaken the protections for the double-topped drumlin when compared with their Master Plan II recommendations. The new report proposes to designate most of the land as either "preservation" or "conservation" areas. Much of the farmland, including the two crests of Horsebarn Hill is designated as conservation areas upon which two story buildings might be constructed. Greater protection is proposed for the preservation areas, much of which is direct aquifer recharge watershed, wetlands and/or steep grades upon which development would not be possible anyhow.
5. The CC received a November 10, 2003 letter (attachment #1) from Samuel Dodd in whose opinion the maintenance of Albert E. Moss Sanctuary is inadequate and that the Sanctuary "is now in a very sorry state." Kessel moved and Kaufman seconded that the letter be forwarded to the TC urging them to take appropriate action on it. The secretary

was instructed to write a thank you letter to Samuel Dodd noting that the CC shares his concerns and have forwarded his letter to the TC. The motion passed unanimously.

6. Kessel noted that the Fenton River is "knee deep" (approximately 20 inches) where he crosses it by Pumping Station A and that this is normal for this time of year.

7. Kessel moved and Minkler seconded that, "the CC commend its esteemed member Professor Robert Thorson for his fine efforts in the preservation of stone walls, which is reflected in his recent recognition as the winner of the 2003 Connecticut Non-fiction Book Award for his recent book, "Stone by Stone - The Magnificent History in New England's Stone Walls."

8. A November 17, 2003 letter from Northeast Utilities System, "Re: Evaluation of Certain Unimproved Lands of Northeast Utilities as Potential Future Candidates for Municipal Open Space Acquisition," together with USGS maps, was reviewed. Kessel reported that the OSPC is recommending to the TC that the Town place itself on the list for possible acquisition of land in the Mansfield Center area. Kaufman moved and Kessel seconded that the CC go on record as supporting this recommendation of the OSPC. The motion passed unanimously (with Thorson recusing himself).

9. Kaufman presented the list of CC meeting dates for 2004. She will forward it to the Town Clerk.

10. IWA Referrals.

a) W1239 - Comeau – Warrentville Road. Kaufman moved and Thorson seconded that there should be no significant negative impact on the wetlands.. The motion passed unanimously.

b) W1240 - Murray – Wildwood Road. Kaufman moved and Kessel seconded that there should be no significant negative impact on the wetlands as long as appropriate sedimentation and erosion controls shown on the map are in place and removed after the site has stabilized. The motion passed unanimously.

c) W1241 - Sideris - Daleville Road. The CC expressed concern with the proximity of the proposed addition to the wetlands. Furthermore, the CC is uncertain about the location of the existing well and septic system. Additionally, a lack of indication of sedimentation and erosion controls on the maps was noted. For these reasons no vote was taken.

11. The meeting adjourned at 8:48 P.M.

Respectfully submitted,

Quentin Kessel
Secretary

MANSFIELD COMMISSION ON AGING

MINUTES

MONDAY, NOVEMBER 10, 2003 2:30 PM – SENIOR CENTER

PRESENT: Carol McMillan, Elizabeth Norris, Beth Acebo, Mary Thatcher, Kenneth Doeg, Patricia Hope (staff)

ABSENT: Susanna Thomas (chair), John Brubacher, Barbara Ivry, Carol Phillips, Jean Ann Kenny (staff), Kevin Grunwald (staff), Phillip Secker, Dorthea Mercier

- I. **Call to Order:** Meeting was called to order by Elizabeth Norris at 2:30 PM
- II. **Appointment of Recording Secretary:** Patricia Hope agreed to take minutes for this meeting.
- III. **Acceptance of Minutes of the October 14 2003 Meeting:** Minutes were reviewed and accepted as written.
- IV. **Correspondence - Chair and Staff:** none received
- V. **Optional Reports on Services/Needs of Town Aging Populations**

A. Health Care Services

Wellness Center and Wellness Program – In her absence, Patricia Hope distributed copies of J. Kenny’s report for the month of October. Of special note was the Flu Clinic held on October 23. 603 people participated.

Mansfield Center for Nursing and Rehabilitation – Patricia Hope distributed MCNR News II dated October 2003, which was provided by J. Kenny.

B. Social, Recreational and Educational

Senior Center – P. Hope distributed her report for the month of October. She noted that the Veteran’s Program held today was very successful. Approximately 120 people were in attendance. Effective today, the Senior Center will start offering TVCCA meals 5 days a week in addition to the Windham meals Tues-Thursday. This second option was added to assist seniors who cannot afford the \$4.00 Windham Hospital meal or who do not like the choice of entrée. P. Hope will attend a statewide forum on “Building Healthy Communities in CT” with Kevin Grunwald on November 12. It is hoped the Senior Center will be able to provide updated information on legislative changes to seniors at the Senior Center.

Senior Center Assoc. – J. Brubacher was absent. No report.

C. Housing

Assisted Living Project – Several members of the COA had questions about Assisted Living Facilities.

Juniper Hill: No additional updates.

- D. Related Town and Regional Organizations
Com. on Physically and Sensorily Impaired – Mary Thatcher had no updated reports. Their meeting was cancelled last month
Senior Resources of Eastern CT – Carol McMillan reported she is no longer the Mansfield representative for the advisory council of Senior Resources. Carol Drescher replaced her on October 30th at the Senior Resources annual dinner.
Town Plan of Conservation and Development – No report.
Town Community Center: The community center is now open. No report.

VI. Old Business

Information on Fund Requests to Town from Agencies: Patricia Hope distributed the new “Application for Funds” and “The Instructions for Reviewers” that was supplied by Kevin Grunwald. Members indicated they liked page two of the application as well as the last page. They felt the current application would eliminate problems of not obtaining requested information from the agencies, specifically the number of Mansfield residents being serviced. The deadline for the application is January 5.

Patricia Hope reviewed her past notes from the October meeting. The following individuals indicated they would review the following applications:

Carol McMillan – McSweeney Center
Mary Thatcher – Dial-a-ride
Carol Phillips – Meals-on-wheels
Phillip Secker – Companion and Homemakers
VNA East?

Members of the COA were uncertain if Kevin Grunwald would be sending a letter to agencies who previously requested funds along with the new application. Patricia Hope indicated she would address this with Kevin Gunwald, but thought this would be the case.

Plans for Political Information and Action: Patricia Hope is attending a CT Commission on Aging annual meeting where Judith Stein from the Center for Medicare Advocacy will be speaking. She offered to drive any senior who wishes to attend on November 14th. She hopes to have Judith Stein come to the Community Center to address Mansfield residents about upcoming Medicare issues.

VII. New Business

The Commission’s relation to the CT Coalition on Aging and our Response to 2003-2004 Legislative Survey from the CT Coalition on Aging: The commission decided to submit completed surveys to Linda Wohllebe at the Senior Center, who will forward these onto the CT Coalition on Aging.

VIII. Adjournment: Meeting adjourned at 3:25 PM
(The next meeting is scheduled for Tuesday, December 8, 2003 at 2:30, Senior Center.)

**TOWN/UNIVERSITY RELATIONS COMMITTEE
COMMITTEE MEETING
Tuesday, November 10, 2003
Audrey P. Beck Municipal Building
Council Chambers**

Minutes

Present: A. Barberet, M. Berliner, T. Callahan, E. Daniels, AJ Pappanikou, D. Pendrys, L. Schilling, W. Simpson

Absent: P. Barry, J. Gauthier, C. Henry, R. Hudd, R. Miller, E. Paterson

Staff: M. Hart, G. Padick, C. van Zelm

1. Opportunity for Public to Address the Committee

None

2. October 14, 2003 Meeting Minutes

AJ Pappanikou made a motion to approve the minutes from the October 14, 2003 meeting. Larry Schilling seconded. The motion passed unanimously.

Tom Callahan introduced Dave Pendrys as a new graduate student representative to the committee.

3. Update re: Mansfield Downtown Partnership

Tom Callahan reported that the Partnership had designated the firm of Leyland Alliance to serve as the master developer for the Storrs Center project, and that the Partnership's board of directors is currently negotiating the terms of a development agreement with Leyland. Meanwhile, the developer is reviewing previous market analyses to produce a business plan.

Cynthia van Zelm reported that she has met with the Graduate Student Senate and they have assigned a student liaison to the Partnership. Martin Berliner asked if the Partnership had taken any proactive steps to involve undergraduates, and Cynthia stated that the board is continuing its outreach efforts to that group of students.

4. UConn Landfill

Larry Schilling reported that the university was still waiting on the permits for the long-term monitoring and closure plan for the landfill. Because the permits have not yet been issued, the university has postponed construction until the spring of 2004.

5. Substance Abuse Task Force

Tom Callahan reported that the small workgroup of university and town representatives has been meeting and plan to present a proposal to the committee in January. On a related item, the town has presented the Mansfield Town Council with a proposed ordinance regulating the possession of alcohol by minors.

AJ Pappanikou asked if the membership of President Austin's task force on substance abuse included package store owners. Martin Berliner explained that the task force did not include any package store owners, but that the workgroup would specifically reach out to this group to solicit their input and request their assistance.

6. UConn Spring Weekend

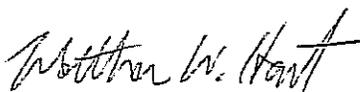
Martin Berliner stated that, from his perspective, the committee has broadened its focus beyond spring weekend to encompass year-round substance abuse and quality of life issues.

7. Other Business

- a. East Campus master plan – the university has recently conducted a public information meeting regarding the master plan, and a plan will soon be available for review. The plan will limit potential areas of development to areas served by water and sewer.
- b. Hazmat facility siting committee – the committee has scheduled a public information session for November 20, 2003.
- c. Mansfield plan of conservation and development – Tom Callahan asked for the status of the plan. Audrey Barberet explained that the preparation of the plan is well underway and the commission is waiting on various mapping inputs.
- d. Student union renovation – Martin Berliner asked how the renovation is proceeding. Larry Schilling said that work was moving smoothly and the contractors are currently working on the theater component.
- e. Mansfield Community Center – Tom Callahan commended the town on the opening of the Mansfield Community Center and said that everything he has heard regarding the center has been positive.

The committee adjourned the meeting at 4:40 p.m.

Respectfully submitted,



Matthew Hart
Assistant Town Manager

MINUTES
MANSFIELD PLANNING & ZONING COMMISSION
Regular Meeting, Monday, December 1, 2003
Council Chambers, Audrey P. Beck Municipal Building

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

Chairman Favretti called the meeting to order at 7:30 p.m., appointing Alternate Pociask to act in case of member disqualifications.

11/17/03 Minutes – Hall MOVED, Barberet seconded to approve the Minutes as presented; MOTION CARRIED, all in favor except Kochenburger (disqualified).

Old Business

"Smith Farms" proposed 6-lot subdivision off Coventry Rd., file 1214 – Holt MOVED, Gardner seconded to grant an extension of 35 days for action on this proposed subdivision, as requested in the 11/17/03 letter from L. Jacobs, Esq., representing Reja Acquisitions, the applicant. MOTION PASSED unanimously.

"Maplewoods, Sec. 2" subdivision, request for release of bond, file 974-3 – Mr. Padick explained that successful landscaping winter stabilization must be verified in the spring, and the matter was therefore tabled by consensus.

Proposed parking reduction for future restaurant at University Plaza, Storrs Rd., file 274 – Mr. Hirsch and Mr. Padick's joint 11/25/03 memo was noted, along with 11/26/03 comments from the Ass't. Town Engineer. During discussion, Mr. Padick clarified why this proposed reduction in parking spaces can be allowed under the Zoning Regulations. Mr. Favretti asked how the posted half-hour parking limit signs would be enforced if the restaurant begins operation, and was told it is presumed that the owners of the plaza would not enforce the half-hour limit on the restaurant's patrons. Holt MOVED, Zimmer seconded that the PZC, pursuant to the provisions of Article X, Section D.6, reduces by 4 spaces the number of parking spaces required for existing and proposed uses at the University Plaza, as requested in an 11/13/03 letter from D. Haidous. Furthermore, the Zoning Agent shall be authorized to issue a Certificate of Compliance for the proposed 46-seat restaurant. This authorization is based on existing and proposed uses at the University Plaza; any change in occupancy or use of the Plaza that would necessitate more parking spaces (based on the provisions of Article X, Section D of the Zoning Regulations) shall require further review and approval by the PZC. MOTION PASSED unanimously.

Zoning Agent's Report – The November Monthly Activity Report was noted.

Flags at 476 Storrs Rd. – The matter is still under discussion between staff and the owner's lawyer; staff will present a report at a later time.

Holiday Mall, Storrs Rd., proposed change in food service use, file 302-2 – Mr. Hirsch's 11/25/03 comments and those of the Health Officer (11/24/03, approving the proposed use) were noted. The proposed use would be somewhat the same as the former Bagel One use, but a limited menu including hot foods would be prepared onsite. Since the number of seats would remain the same (takeout service is planned), there would be no conflict with our parking regulations. Gardner MOVED, Holt seconded to authorize the Zoning Agent and the PZC Chairman to approve the 11/14/03 minor modification application for a proposed sandwich shop use at the Holiday Mall, as submitted to the Commission. Any previous PZC conditions as to the site in general or to any specific tenant shall remain in effect. MOTION PASSED unanimously.

By-laws review – Several members requested review of the By-laws provisions concerning the manner of conducting Public Hearings (Art. XI). After discussion, members agreed by consensus to Mr. Padick's offer to review this article and perhaps draft a modified version which would take into account both public participation and legal considerations. He plans to report further at the next meeting.

Public Hearing, Live Music special permit renewals: Altnaveigh Inn, Rt. 195, Civic Pub, No. Eagleville Rd.; The Hideaway Roadhouse, Merrow Rd.; Huskies, King Hill Rd.; Schmedley's, Rt. 32; Ted's, King Hill Rd.; Zenny's, Rt. 44, file 895 – The Public Hearing was called to order at 8:04 p.m. Members and Alternates present were Barberet, Favretti, Gardner, Goodwin, Hall, Holt, Kochenburger, Mutch, Plante, Pociask, Ryan and Zimmer. The legal notice was read and Mr. Hirsch's 11/19/03 memo was noted. At the meeting, he pointed out that no changes to present approval conditions have been requested, and reported he had received no complaints regarding any of the Live Music permit-holders, all of whom have applied for permit renewal. None of the applicants were present or represented at this Hearing, and there was no public comment. The Public Hearing was closed at 8:11 p.m.

Consideration of action – Holt MOVED, Zimmer seconding, to grant renewal permits for the performance of live music, with all existing conditions of the previous permits to remain in effect, to the following establishments: Altnaveigh Inn (#766); Civic Pub (#930-4); Hideaway Roadhouse (#714-2); Huskies Restaurant (#780-2); Schmedley's Pub (#595); Ted's Restaurant (#1107), and Zenny's Restaurant (#984). These permits are granted pursuant to Article V, Section B and Article VII of the Zoning Regulations and Public Hearing testimony on December 1, 2003, and they shall expire on November 1, 2004. The conditions of each permit shall be included in the Minutes of this meeting. MOTION PASSED unanimously.

Altnaveigh Inn, 957 Storrs Rd. – to grant to V. and W. Gaudette a special permit for the performance of live music at the Altnaveigh Inn, 957 Storrs Rd. (file 766), pursuant to Art. V, Sec. B and Art. VII of the Mansfield Zoning Regulations, as heard at Public Hearing on 12/1/03. This approval is granted with the following conditions; failure to comply with these conditions may result in revocation of the permit:

1. Live music inside shall be confined to existing service areas and shall not be audible outside the confines of the building;
2. Live chamber music shall be allowed outdoors on weekends between the hours of 11 a.m. and 8 p.m.;
3. This special permit shall become valid only after the applicant obtains the permit form from the Town Planning Office and files it on the Land Records, and it shall expire on November 1, 2004.

Civic Pub, 134 No. Eagleville Rd. – to grant to Colleen Jinks the renewal of a special permit for live music in the Civic Pub Restaurant, 134 No. Eagleville Rd. (file 930-4), pursuant to Art. V, Sec. B and Art. VII of the Mansfield Zoning Regulations, as heard at Public Hearing on 12/1/03. This approval is granted with the following conditions; failure to comply with these conditions may result in revocation of the permit:

1. All previous approvals and conditions shall remain in effect;
2. The number of occupants at any one time shall be limited to 91;
3. Doors shall remain closed during any live music, except for normal customer passing, and no music shall be audible outside the building;
4. Any change in use as it has been represented by the applicant shall require further PZC review and approval;
5. This special permit shall become valid only after the applicant obtains the permit form from the Town Planning Office and files it on the Land Records, and it shall expire on November 1, 2004.

Hideaway Roadhouse, 12 Merrow Rd. – to grant to Stanley Sekula a special permit for the performance of live music at the Hideaway Roadhouse, 12 Merrow Road (file 714-2), as presented at Public Hearing on 12/1/03, pursuant to Article V, Section B and Article VII of the Mansfield Zoning Regulations. Approval is granted with the following conditions; failure to comply with these conditions may result in revocation of the permit:

1. Live music is allowed only on Thursday, Friday, Saturday and special holidays;
2. Live music shall not be performed after 12:45 a.m. on permitted days;
3. All noise and live music shall be contained within the building;
4. The deck shall not be used for live music at any time, nor shall it be used for any purpose after 9 p.m.;
5. On days of live music performance, the owner/applicant/permittee shall be responsible for preventing loitering in the parking lot and noisy operation of motor vehicles on the premises. A parking lot attendant may be required, as determined by the PZC, to accomplish this;
6. This special permit shall become valid only after the applicant obtains the permit form from the Town Planning Office and files it on the Land Records, and it shall expire on November 1, 2004.

Huskies Fine Food & Drink, 28 King Hill Rd. – to grant to WHGR, Inc. a special permit for the performance of live music at Huskies Fine Food & Drink Restaurant, 28 King Hill Rd. (file 780-2), pursuant to Article V, Section B and Article VII of the Mansfield Zoning Regulations, and testimony heard at Public Hearing on 12/1/03. This

approval is granted with the following conditions; failure to comply with these conditions may result in revocation of the permit:

1. The parking area shall be maintained and litter removed on a weekly basis;
2. No music shall be audible outside the building. All performances shall be held inside;
3. This special permit shall become valid only after the applicant obtains the permit form from the Town Planning Office and files it on the Land Records, and it shall expire on November 1, 2004.

Schmedley's Pub & Restaurant, 847 Stafford Rd. – to grant to George Kronen a special permit for the performance of live music at Schmedley's Pub & Restaurant, 847 Stafford Rd. (file 595), as presented at Public Hearing on 12/1/03, pursuant to Article V, Section B and Article VII of the Mansfield Zoning Regulations. Approval is granted with the following conditions; failure to comply with these conditions may result in revocation of the permit:

1. The restaurant owner and permittee shall be responsible for monitoring the emptying of the restaurant and parking lot at closing time to facilitate protection of adjoining properties and to prevent neighborhood nuisances;
2. A parking attendant shall be employed Thursday, Friday and Saturday nights for the aforementioned purpose between the hours of 9:30 p.m. and closing (1:30 a.m.), to monitor the parking lot for noise control and traffic safety;
3. The operators of the business shall be responsible for preventing the entry of additional cars once the lot is full;
 - a. The parking lot shall be plowed to allow full use of the total lot;
 - b. All noise and live music associated with the restaurant shall be contained within the building;
 - c. Identification checks shall be accomplished with the doors closed. In order to ensure that noise is contained, window sound baffles or air conditioners shall be maintained and the business shall be operated so that doors, windows and skylights remain closed during times when live music or other loud amplified sound is played;
 - d. The area shall be kept clean and all litter shall be removed at least on a weekly basis;
 - e. All fencing, exterior signage, exterior lighting, the driveway between the upper and lower lots and the parking lot surfaces shall be maintained and repaired immediately after any damage occurs;
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Ted's Restaurant, 16 King Hill Rd. – to grant to KHR, Inc., renewal of a special permit for the performance of live music at Ted's Restaurant, 16 King Hill Rd., as presented at Public Hearing on 12/1/03, pursuant to Art. V, Sec. B and Art VII of the Mansfield Zoning Regulations. This approval is granted with the following conditions; failure to comply with these conditions may result in revocation of the permit:

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3. Seating capacity shall be limited to 50 people, as approved by the Planning & Zoning Commission in the 12/22/88 site plan approval;
4. A full menu shall be offered during hours of operation;
5. This special permit shall become valid only after the applicant obtains the permit form from the Town Planning Office and files it on the Land Records, and it shall expire on November 1, 2004.

Zenny's Restaurant, 625 Middle Turnpike – to grant to Xenophon Zorba a special permit for the performance of live music at Zenny's Restaurant, 625 Middle Turnpike (file 984), as heard at Public Hearing on 12/1/03. This approval is granted pursuant to Article V, Section B and Article VII of the Mansfield Zoning Regulations. Approval is granted with the following conditions; failure to comply with these conditions may result in revocation of the permit:

1. The parking area shall be maintained and litter removed on a weekly basis or as necessary;
2. There shall be no outside music without further authorization;
3. Rear parking lot lights shall be lighted after dark at all times during business hours;
4. This special permit shall become valid only after the applicant obtains the permit form from the Town Planning Office and files it on the Land Records, and it shall expire on November 1, 2004.

Other Old Business (cont.)

The Commission agreed by consensus with Mr. Favretti's appointment of Mrs. Barberet to continue as the PZC representative on the Town/University Relations Committee.

Verbal Updates from the Town Planner

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Lands of Unique Value Study – Several copies of the final report were delivered to the Planning Office today, and will be included in members' next packets. This will facilitate further committee work on the Plan of Conservation & Development update.

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Maplewoods, Sec. 2, subdivision, Lot 30, file 974-3 – Mr. Hirsch's 11/24/03 memo was noted. Mrs. Holt also disqualified herself on this issue, and Mr. Pociask continued to act in her place. During discussion of the request for a revision of the Development Area Envelope for Lot 30, Mr. Hirsch commented that the Commission may want to review the Development Area Envelope concept and requirements, since this is the third request for a revision in the short time the requirements have been in place. Gardner then MOVED, Barberet seconded to authorize the PZC Chairman and Zoning Agent to approve the 11/24/03 minor modification request of Datum Engineering for a revision to the Development Area Envelope of Lot 30 of the Maplewoods, Sec. 2 subdivision, as shown on the submitted 11/4/03 plan. MOTION PASSED unanimously.

Regulatory Review Committee – Mr. Padick will begin working on some proposed revisions, and the committee will soon resume regular meetings.

Communications and Bills – As noted on the Agenda.

The meeting was adjourned at 8:35 p.m.

Respectfully submitted,

Katherine K. Holt, Secretary

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Mansfield Conservation Commission
Minutes of the November 19, 2003 Meeting
Conference Room B, Audrey P. Beck Building

Present: Jennifer Kaufman, Quentin Kessel, Lanse Minkler (acting chairman), John Silander, Robert Thorson and Frank Trainor..

Absent: Denise Burchsted and Robert Dahn (chairman)

Town Staff: Grant Meitzler

1. The meeting was called to order at 7:32 PM.
2. Thorson moved and Kaufman seconded that the minutes of the October 15, 2003 be approved. The motion passed unanimously, as did a motion by Trainor, seconded by Kaufman, to approve the August 20, 2003 minutes.
3. The University has hired SEA Consultants, Inc., to make a comparative site study for their hazardous waste site. This is essentially a transfer station for hazardous waste with nothing "in residence" for more than 90 days. The consultant will make a comparative study of the present Horsebarn Hill site and a site in the area of the sewage treatment plant. Kessel presented a draft of a possible letter to the Town Council urging the TC examine the report carefully with an eye toward taking the position that the hazardous waste site be moved out of the public water supply watershed of the Fenton river. Kessel moved and Thorson seconded that the letter be forwarded to the TC. After discussion the motion was passed unanimously. Kessel will attend the November 24, 2003 TC meeting to answer any questions that might arise.
4. Kessel reported on the University's public information session on the East Campus Master Plan held on November 6, 2003. He noted that in spite of the JJR consultant's responses at this session, the new guidelines seem to weaken the protections for the double-topped drumlin when compared with their Master Plan II recommendations. The new report proposes to designate most of the land as either "preservation" or "conservation" areas. Much of the farmland, including the two crests of Horsebarn Hill is designated as conservation areas upon which two story buildings might be constructed. Greater protection is proposed for the preservation areas, much of which is direct aquifer recharge watershed, wetlands and/or steep grades upon which development would not be possible anyhow.
5. The CC received a November 10, 2003 letter (attachment #1) from Samuel Dodd in whose opinion the maintenance of Albert E. Moss Sanctuary is inadequate and that the Sanctuary "is now in a very sorry state." Kessel moved and Kaufman seconded that the letter be forwarded to the TC urging them to take appropriate action on it. The secretary

was instructed to write a thank you letter to Samuel Dodd noting that the CC shares his concerns and have forwarded his letter to the TC. The motion passed unanimously.

6. Kessel noted that the Fenton River is "knee deep" (approximately 20 inches) where he crosses it by Pumping Station A and that this is normal for this time of year.

7. Kessel moved and Minkler seconded that, "the CC commend its esteemed member Professor Robert Thorson for his fine efforts in the preservation of stone walls, which is reflected in his recent recognition as the winner of the 2003 Connecticut Non-fiction Book Award for his recent book, "Stone by Stone - The Magnificent History in New England's Stone Walls."

8. A November 17, 2003 letter from Northeast Utilities System, "Re: Evaluation of Certain Unimproved Lands of Northeast Utilities as Potential Future Candidates for Municipal Open Space Acquisition," together with USGS maps, was reviewed. Kessel reported that the OSPC is recommending to the TC that the Town place itself on the list for possible acquisition of land in the Mansfield Center area. Kaufman moved and Kessel seconded that the CC go on record as supporting this recommendation of the OSPC. The motion passed unanimously (with Thorson recusing himself).

9. Kaufman presented the list of CC meeting dates for 2004. She will forward it to the Town Clerk.

10. IWA Referrals.

a) W1239 - Comeau – Warrenville Road. Kaufman moved and Thorson seconded that there should be no significant negative impact on the wetlands.. The motion passed unanimously.

b) W1240 - Murray – Wildwood Road. Kaufman moved and Kessel seconded that there should be no significant negative impact on the wetlands as long as appropriate sedimentation and erosion controls shown on the map are in place and removed after the site has stabilized. The motion passed unanimously.

c) W1241 - Sideris - Daleville Road. The CC expressed concern with the proximity of the proposed addition to the wetlands. Furthermore, the CC is uncertain about the location of the existing well and septic system. Additionally, a lack of indication of sedimentation and erosion controls on the maps was noted. For these reasons no vote was taken.

11. The meeting adjourned at 8:48 P.M.

Respectfully submitted,

Quentin Kessel
Secretary

**TOWN/UNIVERSITY RELATIONS COMMITTEE
COMMITTEE MEETING
Tuesday, November 10, 2003
Audrey P. Beck Municipal Building
Council Chambers**

Minutes

Present: A. Barberet, M. Berliner, T. Callahan, E. Daniels, AJ Pappanikou, D. Pendrys, L. Schilling, W. Simpson

Absent: P. Barry, J. Gauthier, C. Henry, R. Hudd, R. Miller, E. Paterson

Staff: M. Hart, G. Padick, C. van Zelm

1. Opportunity for Public to Address the Committee

None

2. October 14, 2003 Meeting Minutes

AJ Pappanikou made a motion to approve the minutes from the October 14, 2003 meeting. Larry Schilling seconded. The motion passed unanimously.

Tom Callahan introduced Dave Pendrys as a new graduate student representative to the committee.

3. Update re: Mansfield Downtown Partnership

Tom Callahan reported that the Partnership had designated the firm of Leyland Alliance to serve as the master developer for the Storrs Center project, and that the Partnership's board of directors is currently negotiating the terms of a development agreement with Leyland. Meanwhile, the developer is reviewing previous market analyses to produce a business plan.

Cynthia van Zelm reported that she has met with the Graduate Student Senate and they have assigned a student liaison to the Partnership. Martin Berliner asked if the Partnership had taken any proactive steps to involve undergraduates, and Cynthia stated that the board is continuing its outreach efforts to that group of students.

4. UConn Landfill

Larry Schilling reported that the university was still waiting on the permits for the long-term monitoring and closure plan for the landfill. Because the permits have not yet been issued, the university has postponed construction until the spring of 2004.

5. Substance Abuse Task Force

Tom Callahan reported that the small workgroup of university and town representatives has been meeting and plan to present a proposal to the committee in January. On a related item, the town has presented the Mansfield Town Council with a proposed ordinance regulating the possession of alcohol by minors.

AJ Pappanikou asked if the membership of President Austin's task force on substance abuse included package store owners. Martin Berliner explained that the task force did not include any package store owners, but that the workgroup would specifically reach out to this group to solicit their input and request their assistance.

6. UConn Spring Weekend

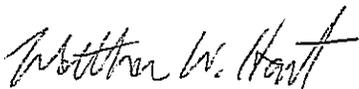
Martin Berliner stated that, from his perspective, the committee has broadened its focus beyond spring weekend to encompass year-round substance abuse and quality of life issues.

7. Other Business

- a. East Campus master plan – the university has recently conducted a public information meeting regarding the master plan, and a plan will soon be available for review. The plan will limit potential areas of development to areas served by water and sewer.
- b. Hazmat facility siting committee – the committee has scheduled a public information session for November 20, 2003.
- c. Mansfield plan of conservation and development – Tom Callahan asked for the status of the plan. Audrey Barberet explained that the preparation of the plan is well underway and the commission is waiting on various mapping inputs.
- d. Student union renovation – Martin Berliner asked how the renovation is proceeding. Larry Schilling said that work was moving smoothly and the contractors are currently working on the theater component.
- e. Mansfield Community Center – Tom Callahan commended the town on the opening of the Mansfield Community Center and said that everything he has heard regarding the center has been positive.

The committee adjourned the meeting at 4:40 p.m.

Respectfully submitted,



Matthew Hart
Assistant Town Manager

MINUTES
MANSFIELD PLANNING & ZONING COMMISSION
Regular Meeting, Monday, December 1, 2003
Council Chambers, Audrey P. Beck Municipal Building

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

Chairman Favretti called the meeting to order at 7:30 p.m., appointing Alternate Pociask to act in case of member disqualifications.

11/17/03 Minutes – Hall MOVED, Barberet seconded to approve the Minutes as presented; MOTION CARRIED, all in favor except Kochenburger (disqualified).

Old Business

"Smith Farms" proposed 6-lot subdivision off Coventry Rd., file 1214 – Holt MOVED, Gardner seconded to grant an extension of 35 days for action on this proposed subdivision, as requested in the 11/17/03 letter from L. Jacobs, Esq., representing Reja Acquisitions, the applicant. MOTION PASSED unanimously.

"Maplewoods, Sec. 2" subdivision, request for release of bond, file 974-3 – Mr. Padick explained that successful landscaping winter stabilization must be verified in the spring, and the matter was therefore tabled by consensus.

Proposed parking reduction for future restaurant at University Plaza, Storrs Rd., file 274 – Mr. Hirsch and Mr. Padick's joint 11/25/03 memo was noted, along with 11/26/03 comments from the Ass't. Town Engineer. During discussion, Mr. Padick clarified why this proposed reduction in parking spaces can be allowed under the Zoning Regulations. Mr. Favretti asked how the posted half-hour parking limit signs would be enforced if the restaurant begins operation, and was told it is presumed that the owners of the plaza would not enforce the half-hour limit on the restaurant's patrons. Holt MOVED, Zimmer seconded that the PZC, pursuant to the provisions of Article X, Section D.6, reduces by 4 spaces the number of parking spaces required for existing and proposed uses at the University Plaza, as requested in an 11/13/03 letter from D. Haidous. Furthermore, the Zoning Agent shall be authorized to issue a Certificate of Compliance for the proposed 46-seat restaurant. This authorization is based on existing and proposed uses at the University Plaza; any change in occupancy or use of the Plaza that would necessitate more parking spaces (based on the provisions of Article X, Section D of the Zoning Regulations) shall require further review and approval by the PZC. MOTION PASSED unanimously.

Zoning Agent's Report – The November Monthly Activity Report was noted.

Flags at 476 Storrs Rd. – The matter is still under discussion between staff and the owner's lawyer; staff will present a report at a later time.

Holiday Mall, Storrs Rd., proposed change in food service use, file 302-2 – Mr. Hirsch's 11/25/03 comments and those of the Health Officer (11/24/03, approving the proposed use) were noted. The proposed use would be somewhat the same as the former Bagel One use, but a limited menu including hot foods would be prepared onsite. Since the number of seats would remain the same (takeout service is planned), there would be no conflict with our parking regulations. Gardner MOVED, Holt seconded to authorize the Zoning Agent and the PZC Chairman to approve the 11/14/03 minor modification application for a proposed sandwich shop use at the Holiday Mall, as submitted to the Commission. Any previous PZC conditions as to the site in general or to any specific tenant shall remain in effect. MOTION PASSED unanimously.

By-laws review – Several members requested review of the By-laws provisions concerning the manner of conducting Public Hearings (Art. XI). After discussion, members agreed by consensus to Mr. Padick's offer to review this article and perhaps draft a modified version which would take into account both public participation and legal considerations. He plans to report further at the next meeting.

Public Hearing, Live Music special permit renewals: Altnaveigh Inn, Rt. 195, Civic Pub, No. Eagleville Rd.; The Hideaway Roadhouse, Merrow Rd.; Huskies, King Hill Rd.; Schmedley's, Rt. 32; Ted's, King Hill Rd.; Zenny's, Rt. 44, file 895 – The Public Hearing was called to order at 8:04 p.m. Members and Alternates present were Barberet, Favretti, Gardner, Goodwin, Hall, Holt, Kochenburger, Mutch, Plante, Pociask, Ryan and Zimmer. The legal notice was read and Mr. Hirsch's 11/19/03 memo was noted. At the meeting, he pointed out that no changes to present approval conditions have been requested, and reported he had received no complaints regarding any of the Live Music permit-holders, all of whom have applied for permit renewal. None of the applicants were present or represented at this Hearing, and there was no public comment. The Public Hearing was closed at 8:11 p.m.

Consideration of action – Holt MOVED, Zimmer seconding, to grant renewal permits for the performance of live music, with all existing conditions of the previous permits to remain in effect, to the following establishments: Altnaveigh Inn (#766); Civic Pub (#930-4); Hideaway Roadhouse (#714-2); Huskies Restaurant (#780-2); Schmedley's Pub (#595); Ted's Restaurant (#1107), and Zenny's Restaurant (#984). These permits are granted pursuant to Article V, Section B and Article VII of the Zoning Regulations and Public Hearing testimony on December 1, 2003, and they shall expire on November 1, 2004. The conditions of each permit shall be included in the Minutes of this meeting. MOTION PASSED unanimously.

Altnaveigh Inn, 957 Storrs Rd. – to grant to V. and W. Gaudette a special permit for the performance of live music at the Altnaveigh Inn, 957 Storrs Rd. (file 766), pursuant to Art. V, Sec. B and Art. VII of the Mansfield Zoning Regulations, as heard at Public Hearing on 12/1/03. This approval is granted with the following conditions; failure to comply with these conditions may result in revocation of the permit:

1. Live music inside shall be confined to existing service areas and shall not be audible outside the confines of the building;
2. Live chamber music shall be allowed outdoors on weekends between the hours of 11 a.m. and 8 p.m.;
3. This special permit shall become valid only after the applicant obtains the permit form from the Town Planning Office and files it on the Land Records, and it shall expire on November 1, 2004.

Civic Pub, 134 No. Eagleville Rd. – to grant to Colleen Jinks the renewal of a special permit for live music in the Civic Pub Restaurant, 134 No. Eagleville Rd. (file 930-4), pursuant to Art. V, Sec. B and Art. VII of the Mansfield Zoning Regulations, as heard at Public Hearing on 12/1/03. This approval is granted with the following conditions; failure to comply with these conditions may result in revocation of the permit:

1. All previous approvals and conditions shall remain in effect;
2. The number of occupants at any one time shall be limited to 91;
3. Doors shall remain closed during any live music, except for normal customer passing, and no music shall be audible outside the building;
4. Any change in use as it has been represented by the applicant shall require further PZC review and approval;
5. This special permit shall become valid only after the applicant obtains the permit form from the Town Planning Office and files it on the Land Records, and it shall expire on November 1, 2004.

Hideaway Roadhouse, 12 Merrow Rd. – to grant to Stanley Sekula a special permit for the performance of live music at the Hideaway Roadhouse, 12 Merrow Road (file 714-2), as presented at Public Hearing on 12/1/03, pursuant to Article V, Section B and Article VII of the Mansfield Zoning Regulations. Approval is granted with the following conditions; failure to comply with these conditions may result in revocation of the permit:

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2. Live music shall not be performed after 12:45 a.m. on permitted days;
3. All noise and live music shall be contained within the building;
4. The deck shall not be used for live music at any time, nor shall it be used for any purpose after 9 p.m.;
5. On days of live music performance, the owner/applicant/permittee shall be responsible for preventing loitering in the parking lot and noisy operation of motor vehicles on the premises. A parking lot attendant may be required, as determined by the PZC, to accomplish this;
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Regulatory Review Committee – Mr. Padick will begin working on some proposed revisions, and the committee will soon resume regular meetings.

Communications and Bills – As noted on the Agenda.

The meeting was adjourned at 8:35 p.m.

Respectfully submitted,

Katherine K. Holt, Secretary

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Mansfield Conservation Commission
Minutes of the November 19, 2003 Meeting
Conference Room B, Audrey P. Beck Building

Present: Jennifer Kaufman, Quentin Kessel, Lanse Minkler (acting chairman), John Silander, Robert Thorson and Frank Trainor..

Absent: Denise Burchsted and Robert Dahn (chairman)

Town Staff: Grant Meitzler

1. The meeting was called to order at 7:32 PM.
2. Thorson moved and Kaufman seconded that the minutes of the October 15, 2003 be approved. The motion passed unanimously, as did a motion by Trainor, seconded by Kaufman, to approve the August 20, 2003 minutes.
3. The University has hired SEA Consultants, Inc., to make a comparative site study for their hazardous waste site. This is essentially a transfer station for hazardous waste with nothing "in residence" for more than 90 days. The consultant will make a comparative study of the present Horsebarn Hill site and a site in the area of the sewage treatment plant. Kessel presented a draft of a possible letter to the Town Council urging the TC examine the report carefully with an eye toward taking the position that the hazardous waste site be moved out of the public water supply watershed of the Fenton river. Kessel moved and Thorson seconded that the letter be forwarded to the TC. After discussion the motion was passed unanimously. Kessel will attend the November 24, 2003 TC meeting to answer any questions that might arise.
4. Kessel reported on the University's public information session on the East Campus Master Plan held on November 6, 2003. He noted that in spite of the JJR consultant's responses at this session, the new guidelines seem to weaken the protections for the double-topped drumlin when compared with their Master Plan II recommendations. The new report proposes to designate most of the land as either "preservation" or "conservation" areas. Much of the farmland, including the two crests of Horsebarn Hill is designated as conservation areas upon which two story buildings might be constructed. Greater protection is proposed for the preservation areas, much of which is direct aquifer recharge watershed, wetlands and/or steep grades upon which development would not be possible anyhow.
5. The CC received a November 10, 2003 letter (attachment #1) from Samuel Dodd in whose opinion the maintenance of Albert E. Moss Sanctuary is inadequate and that the Sanctuary "is now in a very sorry state." Kessel moved and Kaufman seconded that the letter be forwarded to the TC urging them to take appropriate action on it. The secretary

was instructed to write a thank you letter to Samuel Dodd noting that the CC shares his concerns and have forwarded his letter to the TC. The motion passed unanimously.

6. Kessel noted that the Fenton River is "knee deep" (approximately 20 inches) where he crosses it by Pumping Station A and that this is normal for this time of year.

7. Kessel moved and Minkler seconded that, "the CC commend its esteemed member Professor Robert Thorson for his fine efforts in the preservation of stone walls, which is reflected in his recent recognition as the winner of the 2003 Connecticut Non-fiction Book Award for his recent book, "Stone by Stone - The Magnificent History in New England's Stone Walls."

8. A November 17, 2003 letter from Northeast Utilities System, "Re: Evaluation of Certain Unimproved Lands of Northeast Utilities as Potential Future Candidates for Municipal Open Space Acquisition," together with USGS maps, was reviewed. Kessel reported that the OSPC is recommending to the TC that the Town place itself on the list for possible acquisition of land in the Mansfield Center area. Kaufman moved and Kessel seconded that the CC go on record as supporting this recommendation of the OSPC. The motion passed unanimously (with Thorson recusing himself).

9. Kaufman presented the list of CC meeting dates for 2004. She will forward it to the Town Clerk.

10. IWA Referrals.

a) W1239 - Comeau – Warrenville Road. Kaufman moved and Thorson seconded that there should be no significant negative impact on the wetlands.. The motion passed unanimously.

b) W1240 - Murray – Wildwood Road. Kaufman moved and Kessel seconded that there should be no significant negative impact on the wetlands as long as appropriate sedimentation and erosion controls shown on the map are in place and removed after the site has stabilized. The motion passed unanimously.

c) W1241 - Sideris - Daleville Road. The CC expressed concern with the proximity of the proposed addition to the wetlands. Furthermore, the CC is uncertain about the location of the existing well and septic system. Additionally, a lack of indication of sedimentation and erosion controls on the maps was noted. For these reasons no vote was taken.

11. The meeting adjourned at 8:48 P.M.

Respectfully submitted,

Quentin Kessel
Secretary

Mansfield YSB Advisory
Board
Meeting Minutes
Tuesday, December 9, 2003
@ 12N @ MMS Conference Rm

In attendance were: Ciera Hamlin, 8th grade, Mansfield Middle School; Valerie Thompson, 8th grade Mansfield Middle School; Chris Murphy, 11th grade, EOSmith High School; Kathleen Narowski, 12th grade, EOSmith High School; Frank Perrotti, Resident; Barbara Ivry, Resident; Kevin Grunwald, Director, Town of Mansfield Department of Social Services; Jaime Russell, Assistant Principal, Mansfield Middle School; Ethel Mantzaris, Resident and Chairperson; Pat Michalak, YSB Staff; Janit Romayko, YSB Coordinator; Cynthia van Zelm, Mansfield Downtown Partnership Executive Director; Alan Hawkins, Mansfield Town Council Regrets: Molly Kirouac, Resident

Agenda items included:

1. Monthly update: November was a busy month including:
 - A Presentation to Mansfield Public Schools staff for their inservice/training day on the COPE Program. COPE is the lunchtime group for children that have/are experiencing a major loss including divorce, death of a parent or a sibling or relocation. There were two groups of staff that viewed the presentation and video clips that the YSB utilizes with the COPE participants.
 - B. YSB received several generous donations for Thanksgiving baskets. The local Daisy, Brownie, Girl Scout groups donated as well as Southeast School.
 - C. Juniper Hill residents had the pleasure of the company of the Girl Scouts at their monthly activity evening and Bingo. There are 10-12 Girl Scouts that participate each month.
 - D. Groups that continue are the Homework and Parent component, the AA Bus, Mothers' and GrandParents In Need.
 - E. Caseloads are at a maximum and the stress of the upcoming holidays with visitation and custody issues emerging presents some challenges for all.
2. Presentation of the Mansfield Downtown Partnership: Cynthia van Zelm of the MDP Gave an overview of the Partnership and focused on the Storrs Center for input. The MDP was created as an independent, non-profit organization charged with coordinating the enhancement/revitalization of Mansfield's three commercial areas: Storrs Center, King Hill Road and Four Corners. As a public-private partnership, the organization is Represented by the community, area businesses, the municipality and the University. The MDP has been attending meetings of various town boards seeking input from residents regarding the center of Storrs. The four youth members were asked to give their ideas for a proposed commercial site near the high school. Chris suggested that a sporting goods store as skate boarding, swimming and football seem to be popular.

Valerie suggested a general-purpose store with art, graphic and design supplies. Kathleen suggested better transportation options along with better parking and Ciera thought that a music store could be popular. All agreed that a theater could be a good idea too as well as an area for skateboarding. Some of the activities mentioned are available at the University but are for those students only. The new community center has helped to centralize activities but transportation to and from is still a problem for some students. Cynthia showed the group plans for the Dog Lane-Rt. 195 section. There will be mixed housing planned along with professional offices and shops nearby. The MDP is in the midst of a development plan and appreciates input and public comment. The website is accessible via the town's @ www.mansfieldct.org and the telephone number is 860-429-2740.

3. Request for Funds: NECASA has requested \$2072 and it was decided that the FY 03-04 Amount of \$650 be recommended for FY 04-05. Frank commented that budgets at all levels are sparse.
4. Other: It was decided that JR will ask Right Turn or Perception Programs to have the February 04 meeting as it easier to reschedule the location if snow develops. The April 04 meeting will be at Superior court for Juvenile Matters. in Willimantic.

Meeting adjourned 1:15pm
Respectfully submitted,

Janit Romayko
Secretary

JR/jr
Encl.: MDPartnership articles

Mansfield Parks Advisory Committee
Draft Minutes for December 3, 2003

Members present: Sue Craig, Jean Haskell, David Silsbee, Jennifer Kaufman, Jacquelyn Perfetto. **Excused:** Pat Bresnahan. **Absent:** John Fisher. **Guests:** none.

I. The meeting was called to order at 7:38 pm. The November 5 meeting minutes were accepted.

II. **New Business.** None.

III. **Continuing Business**

- **A. PAC member recruitment** for three positions continues.
- **B. Implementation Task Review for Budget.**
- Jennifer is completing implementation schedule spreadsheets for the three preserves selected to work on in the 2004: Mt. Hope, Old Spring Hill Field, and Schoolhouse Brook. Estimated volunteer hours were submitted by Jean and David. Jennifer is consulting with DPW regularly and also has spreadsheets for DPW-assigned work, including "Mowing Schedule" and "Public Works Projects" list, which will be updated with the new management schedule items.
- **C. Other goals for 2004.**
- The new management plans that need to be written and approved in 2004 include: Cedar Swamp, Sawmill Brook, Vernon, WolfRock, and updated Dunhamtown. Kristen Schwab's six students working on the electronic trail guide project would like to walk the trails with PAC members. Marking preserve boundaries was added to the goals. The only grant proposal anticipated for 2004 will be for a Plains Road Canoe Launch as part of the Recreational Trails Grant Program in February.
- **D. PAC Reports**
 1. **Management.** David Silsbee is working on a review process for 2004.
 2. **Volunteers.** UConn students continued clearing the stonewall at Old Spring Hill Field November 15. The December 6 workday is cancelled because of anticipated bad weather. Three new benches are installed at Eagleville, built by Jack Moriarty as his Eagle Scout project.
 3. **Education.** Jennifer reported work with MMS teacher Dena Mehalakes continues. They will use a trail close to school to make posters possibly about freshwater ecology, life under a log, or stonewalls, etc., which can then be included on the park's website. A sign needs to be erected at the trail head. A FOMP winter tracking program will be lead by Sue Craig at Fifty-Foot, Feb. 8. Sue also volunteered to lead a birding program /FOMP breakfast in May. A summer FOMP insect program was suggested for July, immediately following an evening concert at Bicentennial Pond.
 4. **Science.** Sue Craig will send the butterfly monitoring information to Jennifer.
 5. **Budget.** Completing the implementation schedules for the three parks is the first step in a budget proposal.
 6. **Communications. Enhancements. Executive.** No reports.
- **D. Park Updates.** None.
- **E. Non-PAC Reports.** Jennifer attends meetings about UConn's development plans and will keep PAC informed. Sam Dodd would like the Town Council to urge UConn to better manage UConn's Moss Sanctuary. PAC had no comment because the Town also needs to better manage Town- owned natural areas.

IV. **Correspondence.** An email from Betty Robinson was complimentary about Mt. Hope. Jennifer has submitted the parks portion of the Mansfield P&R Winter Magazine.

V. **Future Agendas.** Prioritize the three parks implementation schedules.

The meeting adjourned at 8:55 pm.

Respectfully submitted,
Jean Haskell, Secretary, December 17, 2003

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MINUTES
MANSFIELD PLANNING & ZONING COMMISSION
Regular Meeting, Monday, December 15, 2003
Council Chambers, Audrey P. Beck Municipal Building

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

Chairman Favretti called the meeting to order at 8:40 p.m., appointing Alternate Ryan to act in place of Mrs. Goodwin and Alternate Pociask to act in case of member disqualifications.

Minutes – 12/1/03 – Hall MOVED, Gardner seconded to approve the Minutes as presented; MOTION PASSED unanimously.

Zoning Agent's Report

Flags at 476 Storrs Rd. – Mr. Hirsch has informed the storekeeper that he will be fined if the flags, which are for sale, are not removed.

Proposed ZBA Notice signs – Mr. Hirsch's 12/11/03 memo explains that the ZBA is investigating the possibility of requiring that a sign be posted at the site of all ZBA applications to give the public additional notice of the scheduled Public Hearing on the application. After discussion, it was moved, seconded and unanimously agreed that the question should be referred to the Regulatory Review Committee for a decision on whether they can be classified as temporary public signs, which are covered in our Zoning Regulations.

November Zoning Enforcement Activity Report was acknowledged. Mr. Hirsch agreed to add a brief progress report on pending court cases as part of the activity report each month. He reported that the Town vs. Negro court case is awaiting the assignment of a different judge.

Old Business

"Smith Farms" proposed 6-lot subdivision off Coventry Rd., file 1214 – Revised plans addressing previous staff comments were submitted too late for staff review for this meeting; Mr. Padick and the Ass't. Town Engineer will review them and furnish comments for the next meeting. Mr. Padick noted as significant issues the proposed open space dedication, the adequacy of the applicant's response to prior comments of the Health Officer and Town Planner, and a decision on the proposed common driveway. Mr. Padick said he feels all these issues have been dealt with adequately except for the driveway decision.

Att'y. L. Jacobs, legal counsel for the applicant, Reja Acquisitions, verbally reviewed the application and introduced landscape architect J. Fabos, who presented a power-point overview of the project. The proposed Phase I site which is the subject of this application is 78 acres in area, with 40 acres of proposed open space. He said the applicant aims to help maintain the rural character of the area through low-density development, to take place in two phases. He described the planned publicly-accessible open space areas, which he termed "greenways/green spaces," the analysis of soil types, and significant landscape features of the site. Dr. Fabos said any disruption of stone walls would be kept to a minimum, and that no significant trees or unique vegetation would be destroyed.

Project architect R. Messier added that the project would not be very visible from Coventry Road, and that plans for the walking trail have been revised to provide an improved walking surface. He said the planned Phase II would go along Mansfield City Road.

Request for bond reduction for "Maplewoods." Section 2 subdivision, file 974-3 – Written comments from the Ass't. Town Engineer (12/10/03) were noted, along with a previously-received 11/12/03 memo from the Town Planner. Favretti MOVED, Barberet seconded to reduce the performance bond requirement for the Maplewoods, Section 2 subdivision to \$100,000, authorize the Chairman to sign a revised bond agreement and authorize the Town Planner to take appropriate action to release \$125,000 plus accumulated interest to Depot Associates. MOTION PASSED unanimously.

Lands of Unique Value Study – Copies of the final report were distributed to members. The report will also be available on the Town's internet site.

Verbal Updates from the Town Planner

Storrs Center "Downtown" project – The project continues to move ahead; an implementable municipal development plan is now being formulated by the consultants.

UConn Hazardous Waste Storage Facility Comparative Site Study – The Conservation Commissions 11/20/03 letter to the Town Council was noted. Mr. Padick, a member of the study committee which will determine whether the facility should remain at or near its present location or be moved elsewhere (it is currently located at the edge of the University's Fenton River wellfields and watershed), said several alternative sites and all applicable criteria are being considered. A report on the committee's findings is expected in March. The University will seek DEP approval through the CEPA process, which involves an environmental impact evaluation.

UConn Environmental Policy Advisory Council – The University has now devised a comprehensive environmental policy and an advisory council is being formed to implement it. Director R. Miller will attend the Jan. 12, 2004 Town Council meeting to explain the new policy and council, as well as discuss the hazardous waste storage facility site's possible relocation. PZC members are invited to attend.

Application for discontinuance of a portion of former Tolland Turnpike – still under legal review.

Major Projects Update as of 12/03 – Mr. Padick has formulated a listing of major projects related to planning, zoning and land uses in Mansfield. The listing discusses the Lands of Unique Value study, the Plan of Conservation and Development update (expected completion by mid-2004), UConn Master Plan/land uses, Mansfield Water Supply study, and ongoing regulations revisions (see 12/3/03 memo).

New Business – Mr. Padick reported he has recently received a copy of the State's draft Plan of Conservation and Development. He plans to review the draft and report to the Commission in the near future. Public Hearings on the draft are being scheduled throughout the state during January and February.

Regulatory Review Committee – Meetings will resume soon after the first of the year.

Communications and Bills – As noted on the Agenda.

The meeting was adjourned at 9:55 p.m.

Respectfully submitted,

Katherine K. Holt, Secretary

MINUTES

MANSFIELD INLAND WETLAND AGENCY Special Meeting, Monday, December 15, 2003 Council Chambers, Audrey P. Beck Municipal Building

Members present: R. Favretti (Chairman), A. Barberet, B. Gardner, R. Hall, K. Holt, P. Kochenburger, P. Plante, G. Zimmer
Members absent: J. Goodwin
Alternates present: B. Pociask, B. Ryan
Alternates absent: B. Mutch
Staff present: G. Meitzler (Inland Wetlands Agent)

Chairman Favretti called the meeting to order at 7:07 p.m., appointing Alternate Ryan to act as a voting member in place of Mrs. Goodwin, and Mr. Pociask to act in case of member disqualifications.

Minutes: 11/13/03 field trip – Holt MOVED, Favretti seconded to approve the Minutes as presented; MOTION CARRIED, Holt and Favretti in favor, all else disqualified.

12/1/03 – Hall MOVED, Barberet seconded to approve the Minutes as presented; MOTION PASSED unanimously.

W1231, "Smith Farms", proposed 6-lot subdivision off Coventry Rd., Reja Acquisitions, owner/applicant, continued Public Hearing – The Hearing was called to order at 7:10 p.m. Members and Alternates present were Favretti, Barberet, Gardner, Hall, Holt, Kochenburger, Plante, Zimmer, Pociask and Ryan. The legal notice was read and Mr. Meitzler's 12/15/03 memo was acknowledged. Revised plans had been submitted but staff had not had adequate time to review them before the meeting. L. Jacobs, the applicant's attorney, introduced soils scientist E. Pawlak and project engineer R. Nelson, and noted the Health Officer's concern that additional soil and water testing are necessary by saying the recently-submitted revised plans address those concerns. A 12/15/03 summary of the revisions was submitted. Mr. Nelson stated that the revisions show septic systems and construction farther from the designated wetlands. The Health Officer's comments on the revised plans are expected for the next meeting. Mr. Jacobs stated upon questioning that all of the issues raised by Mr. Meitzler in his reports dated 10/1/03 and 10/29/03 had been addressed.

J. Brown, 148 Coventry Rd., an abutter, again presented photographs taken during the past year which show that several areas unmarked as wetlands on the plans are wet much of the time, and voiced concern that development upstream of his property would impact his and other downstream neighbors' dug wells and increase flooding on their properties. He also asked whether the Army Corps of Engineers has seen the site and the plans and has issued a letter approving them and said the application should also be viewed by the State Fish and Game Department to judge its impact on onsite Flora and fauna and fish. Soils scientist Harvey Luce has agreed to review the application and act as a paid consultant representing the concerned neighbors. Mr. Brown said that Dr. Luce feels a significant amount of information is missing from the plans as drawn. Att'y. Jacobs explained that the small size of this proposed subdivision falls below the lower limit that the Army Corps and the State Fish and Game Dep't. will assess and therefore their assessment is not required.

Mr. Pawlak responded to Mr. Brown's comments by stating that wetlands in Connecticut are determined by the presence of "wetlands soils," rather than water. He said most of the soils at this site are moderately well-drained Woodbridge. He said he inspected the site and found no State-designated endangered animals or plants or any species of special concern other than Atlantic white cedar trees which are far away from any proposed development. Mr. Hall commented that waterfall during this past year, when Mr. Brown's photos were taken, has been significantly above normal. Att'y. Jacobs, however, said that his clients are satisfied that the wetlands on the site have been properly designated.

Mr. Nelson, the project engineer, explained where construction is planned relative to wetlands. He said that the septic systems meet the State Health Code, and that Town staff have reviewed this issue and feel that the applicant's data and testing are correct.

N. Livingston, 176 Coventry Rd., noted that 2001, when the applicants performed their testing on the site, was a particularly dry year. He agreed that the adjoining land also owned by the applicants is usually wet and

feeds into the site's wetlands. He also noted the presence of another stream that he felt would flood both his property and that of Latouche.

A. Whitham Blair, 115 Coventry Rd., said that the site has been wet as long as she has lived there, and asked whether it should be re-tested. Again, Att'y. Jacobs said wetlands are determined by testing soils.

R. Latouche, 170 Coventry Rd., expressed his belief and concern that much more water would be flowing onto his land as a result of the proposed development.

Mrs. Gardner asked whether the flow of water could be diverted by piping under the proposed driveway; Mr. Meitzler responded that piping is shown on the plans, and the water should flow across toward the wetlands in any case.

Mr. Nelson explained the method he had used to reach his storm flow conclusions. He said amounts of rain assumed in a 24-hour period range from 3.2" for a 2-year storm to 7" to 8" for a 100-year storm.

Mr. Zimmer asked Mr. Nelson to respond to Mr. Brown's assertion that an intermittent stream connects the two wetlands, and the subject of real water flow vs. wetlands delineation by soils was again discussed.

Attorney Jacobs noted that the applicants have hired competent and professional experts and presented their application according to the Town's standards and regulations.

Mr. Pawlak stated that Woodbridge soils do not normally call for curtain drains, but in this instance the Health Officer had recommended them as an extra measure of safety for proper operation of the septic systems.

Members discussed whether to close the Hearing or leave it open, in light of the revised plans which need staff review; at 8:25, it was moved, seconded and passed to close the Hearing at this time; Mr. Kochenburger opposed the motion.

W1235, Ouimette/Locke, Birch Rd., modification request to move driveway – Mrs. Holt disqualified herself and Mr. Pociask acted in her stead. Mr. Meitzler's 12/11/03 memo was acknowledged. Project engineer E. Pelletier explained that the proposed modification would cause less land disturbance, save more trees and require less fill, and that Town staff also had recommended the change. Mr. Favretti said members who viewed the site on the field trip regarded the modification as sensible. Barberet MOVED, Kochenburger seconded to approve the application of Dan Ouimette Builders for modification of an existing license (W1235, approved 11/3/03) to shift the driveway from the west side to the east side of a lot owned by Dorothee Locke and George and Josephine Fox located on Birch Road, as shown on a map dated 9/22/03, revised through 10/16/03, and as described in other application submissions. All other conditions of the original approval shall remain in effect; MOTION PASSED unanimously.

The meeting was adjourned at 8:32 p.m.

Respectfully submitted,

Katherine K. Holt, Secretary

EASTERN HIGHLANDS HEALTH DISTRICT
BOARD OF DIRECTORS – REGULAR MEETING
THURSDAY – December 18, 2003
COVENTRY TOWN HALL – BOARD ROOM B

Board Members Present: J Elsesser, W Kennedy, J Devereau, E Paterson, P Schur (Alternate, seated), J Stille (Alternate, not seated), M Kurland, T Tieperman, R Field

Board Members Absent: M Berliner

Staff Present: R Miller, J Smith, Dr. Dardick

Meeting was called to order at 4:35pm by Chairperson Paterson.

A MOTION was made by P Schur, seconded by W Kennedy, to approve the minutes of the board meeting on October 16, 2003 with changes as noted. Change “pool” clinic to “flu” clinic under Town Reports. THE MOTION PASSED unanimously with R Field and J Elsesser abstaining.

No public were present.

OLD BUSINESS

None

NEW BUSINESS

Election of Vice Chair

J Patton resignation discussed. A MOTION WAS MADE by W Kennedy, seconded by P Schur, to nominate J Elsesser in the position of Vice Chairperson. THE MOTION passed unanimously with J Elsesser abstaining.

J Smith arrives at 4:50
M Kurland arrives at 4:50
Dr. Dardick arrives at 4:55

Director's Budget Presentation

The Director presented the proposed FY04/05 EHHD budget. \$ 561,830 in operating expenditures are proposed. A discussion ensued.

By consensus, the budget cover memo is to be revised to clarify that increases to town contributions is due to state per capita grant cuts. This revision will take the form of a table itemizing the state grant cut and corresponding town contribution increases.

T Tieperman arrives at 5:00

Restaurant classifications and proposed license fee increases discussed.

J. Elsesser expressed concern with a proposal that estimates a July1, 2005 fund balance that would be less than two months operating expenditures. After a discussion on this issue, it was noted that deferring the new part-time sanitarian/clerk position for six months would save approximately \$6000 in FY04/05 keeping fund balance above two months of operating expenditure.

A MOTION WAS MADE by J Elsesser, seconded by P Schur, to set the public hearing to January 15, 2004, 4:30 pm at the Coventry Town Hall, Conference Room B, to hear the public's comments regarding the proposed fiscal year 2004-05 Eastern Highlands Health District budget and associated proposed fee schedule. Said budget proposal will defer the hiring of a new sanitarian/clerk till 1/1/05 to save 50% the appropriation for this item in FY04/05. THE MOTION passed unanimously.

SARS preparedness

SARS preparedness discussed. A MOTION WAS MADE by W Kennedy, seconded by M Kurland, to authorize the Director of Health to establish an ad hoc public health preparedness response and planning committee for the purpose of the Health District's SARS preparedness and response planning. THE MOTION passed unanimously. J Elsesser requested committee make recommendations on possible FY03/04 expenditures to Towns as soon as possible.

TOWN REPORTS

COVENTRY

Coventry Hills water district discussed. Schools under DPH water supply consent order. 65% reimbursement for Phase II of the sewer project accepted. Bidding for Phase 3-A in process.

BOLTON

School well water project progressing. Batones restaurant purchased by Georgina's restaurant. Ecoli problem in school water supply solved.

TOLLAND

Old Post Road sewer project progressing. WPCA appointed by town council. Big Y proposed near exit 68 off I84. Sewer facilities plan progressing.

WILLINGTON

Nothing to report

MANSFIELD

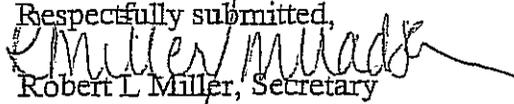
Community center a huge success. CVH program pursuing possibility of getting "silver sneaker" designation for community center.

DIRECTOR'S REPORT

R Miller reported that Ashford voted to join EHHD at a town meeting on 12/15/03. DPH legislation proposing mandatory full-time health departments for local governments discussed. Andover has asked for a proposal to join EHHD. J Elsesser requested that bathing samples and surface samples be kept separate on quarterly reports. EHHD main office has moved. Mansfield provided more office space for main office in town hall. R Miller expressed thanks for the new space. R Miller informed Board that a firm was contracted to administer the second year DPH BT contract.

The meeting adjourned at 6:12pm.

Respectfully submitted,


Robert L. Miller, Secretary

Mansfield Conservation Commission
DRAFT, DRAFT, DRAFT, DRAFT, DRAFT, DRAFT

Minutes of the December 17, 2003 Meeting
Conference Room B, Audrey P. Beck Building

Present: Jennifer Kaufman, Quentin Kessel, Lanse Minkler (acting chairman), and John Silander

Absent: Denise Burchsted, Robert Dahn, Robert Thorson and Frank Trainor..

1. The meeting was called to order at 7:35 PM.
2. The final draft of the 11/20/03 letter from the CC to the TC asking that the TC consider urging the University of Connecticut to move their Hazardous Waste Storage Facility out of the Public Water Supply Watershed of the Fenton River was discussed (Attachment 1).
3. Kaufman reported that Town Planner Padick has drafts of the final maps for the Town's Plan of Conservation and Development and is currently working on the text.
4. The CC discussed the 11/20/03 letter (Attachment 2) from the CC to the TC regarding a November 10, 2003 letter from Samuel Dodd (in whose opinion the maintenance of Albert E. Moss Sanctuary is inadequate and that the Sanctuary "is now in a very sorry state."). Kessel reported that Rich Miller had forwarded his copy of the correspondence to Forestry Professor David Schroeder who, in turn, called Kessel to discuss the matter. Schroeder noted that the Moss Sanctuary Committee had not been as active as he would have liked, and that he will attempt to rejuvenate the group.
5. The meeting adjourned at 8:00 P.M.

Respectfully submitted,

Quentin Kessel
Secretary

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MINUTES

MANSFIELD SCHOOL READINESS COUNCIL

Wednesday, November 5, 2003

Conference Room C

6:30-9:00 PM

PRESENT: K. Grunwald (staff), J. Buck (chair), S. Baxter (staff), T. Marr Smith, B. Lehmann, M. Esquilin (guest), M. Brown, P. Wheeler, R. Leclerc, S. Tucker, D. McLaughlin, N. Rucker, L. Bailey, J. Lamarre
REGRETS: J. Goldman, M.J. Newman, J. Pociask, N. Hovorka

I. INTRODUCTIONS

- II. **MINUTES:** The minutes from the Joint MSRC/Task Force of September 3, 2003 were accepted as written.

• COMMUNICATIONS

- A. 2003-04 School Readiness Grant Award and Budget Justification (3 pages)
- B. Chronicle article on universal pre-school: October 3, 2003
- C. Invitation from State Department of Education to November 20 meeting on full-access pre-school (noted that this is the same day as the Community Conversation).
- D. Revised Discovery 2003 Work Plan and Timeline: have been previously distributed; just for review.
- E. Description of Discovery 2003: April 1, 2003
- F. Discovery 2003 Community Assessment and Planning Tool
- G. October 2 Presentation to the Board of Education on Early Care and Education in Mansfield
- H. Invitation to the Community Conversation
- I. Draft letter to Denise Merrill: request made for comments; letter will be sent as written.

• PROGRAM UPDATE

- A. Status of Mansfield School Readiness Grant: K. Grunwald explained that we received notification of the grant award last week. Contracts will be sent to each of the 3 Centers and they can begin enrolling students.
- B. Report of School Readiness Coordinator and Discovery 2004 Application Process: S. Baxter distributed copies of her report. Highlights include: Know Your Town Fair, Graustein Discovery grant, Conference Call with National League of Cities, Community Conversation, Discovery survey and focus groups, CAN team meetings. Copies of the Action Planning tool were

distributed. The Graustein Foundation's criterion for funding is "Is this a doable plan?" Work meetings are scheduled for 12/3 and 1/7 to work on the Action Plan for the 2004-07 application. M. Esquillin mentioned that we have access to Technical Assistance through the Memorial Fund to assist with facilitation of the work group. The facilitator will not take us through the action plan step-by-step, but will assist with the group process.

C. **Community Conversation:** S. Baxter gave a brief update on the status of the planning for this event. A request was made for additional moderators and recorders.

D. **Other**

• **OLD BUSINESS**

A. **Proposed MSRC Meeting Schedule for 2004:** K. Grunwald will distribute information on meeting dates.

B. **MSRC Evaluation Committee:** S. Baxter reported that we need to create a committee for ongoing evaluation of the School Readiness program.

C. **Reappointments to MSRC: process, timetable, new appointments:** J. Buck reported that appointments to the Council are for one year, and members need to indicate their willingness to remain on the Council or to be appointed as a new member. Recommendations will go to the Town Council on December 8. The code book states that resignations require a letter be submitted to the Council and to the appointing body. S. Baxter noted that we would like to include parent representation in this group and asked for recommendations. B. Lehmann noted that the committee needs to be more active around recruitment to get new members. She also added that home childcare providers are another group that we should look at recruiting for membership. Submit suggestions to J. Buck by 11/12.

D. **MSRC Mission, Goals and Objectives (handout) for January discussion:** J. Buck distributed the document that was created identifying the Mission, Goals and Objectives that were adopted by the Council on 5/12/02. Joan would like feedback from all members, including new members, to revise these. She noted that the objectives should be consistent with the objectives of the four-year Discovery plan. These will be reviewed at our January meeting.

- E. Update on CCC (P. Wheeler reported that they broke ground at their site on Mansfield City Rd. on 9/26 with the USDA. The foundation is in and they are having a "roofing party" with parents on 11/19. They will remain in their current building until the new Center is completed.
- F. Other: D. McLaughlin and S. Tucker reported on the status of the Birth-to-Three program. They survived the elimination of this program from the federal program. There has been a change in funding for these services, and there is now a requirement that families must pay for these services starting on a sliding fee scale, with insurance being billed for services. The expectation is that the sliding fee scale, which does not take family size into account, will result in families dropping out of the program. There is no fee for families who are on Medicaid. One result is that families are delaying seeking services until children reach the age of 3. Insurance companies are actively lobbying the government to not come after them for payment for these services. There has also been a narrowing of eligibility guidelines in terms of the criteria that are used. B. Lehmann raised the question of which insurance programs cover these services, and wondered if UConn staff need to be educated about this in terms of selecting an insurance carrier. At this point billing will begin for services provided after Nov. 1 and all billing will be centralized.

NEW BUSINESS

- A. Motion to include needs 2/3 vote of members present.
- K. Grunwald distributed a draft of the MSRC Annual Report to the Town Manager that is due on 11/14. Some minor changes were suggested and will be incorporated.
- VII. **NEXT MEETING:** December work meeting for Discovery 2004 application; MSRC meeting January 7, 2004
- VIII. **ADJOURNMENT:** meeting adjourned 8:27 PM

Respectfully submitted,
Kevin Grunwald
Director of Social Services

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creating healthy communities

www.unitedservicesct.org

December 23, 2003

REC'D DEC 31 2003

Mr. Martin Berliner
Town Offices
4 South Eagleville Road
Mansfield, CT 06268

Dear Mr. Berliner:

United Services, Inc. is pleased to forward our Annual Report which highlights services that were provided to our communities during Fiscal Year 2003. In the fall of 2001 our agency adopted a new vision statement that guides the work of our staff and Board of Directors: "Creating Healthy Communities".

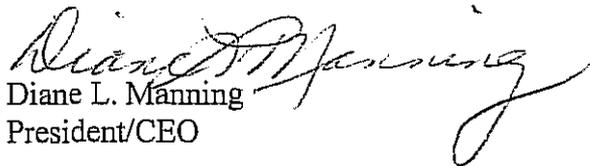
Our commitment to this vision is evidenced through the addition of several new and enhanced programs last year. We have expanded Emergency Mobile Psychiatric Services for children, adolescents and adults to include response seven days per week for community assessments of individuals with psychiatric crisis. We have also partnered with Advanced Behavioral Health and other agencies throughout the state to provide consultation to Early Childhood Education Centers (pre-schools) around behavioral issues that might impact school success.

2004 will mark our 40th anniversary as the Community Mental Health Center for northeastern Connecticut. We will be inviting our communities to celebrate with us.

Included in this mailing is an outline of overall services to your community, Mansfield. We have also highlighted select programs that the residents of Mansfield received support from.

United Services is committed to our partnership with the towns of Northeastern Connecticut. We look forward to continuing our relationships during this year and realizing our shared goal of "Creating Healthy Communities".

Sincerely,


Diane L. Manning
President/CEO

DLM/lpg
enclosures

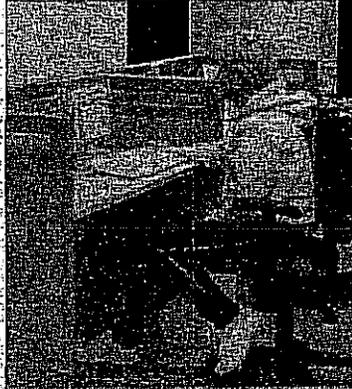
TOWN OF MANSFIELD
SERVICES PROVIDED TO TOWN RESIDENTS
 July 1, 2002 to June 30, 2003

HIGHLIGHTED SERVICES	UNDUPLICATED RESIDENTS SERVED
<i>Case Management</i> - services and support for optimal functioning in the community with specialization in working with the elderly, parents of minor children, and the homeless.	23
<i>Emergency Psychiatric Services</i> – emergency response and crisis intervention for mental health and substance abuse problems for all ages.	124
<i>Adult Outpatient Services & Addiction Recovery Services</i> – outpatient treatment for adults, including special services for the elderly and seriously mentally ill populations, and home-based treatment. Treatment, counseling and case management for persons addicted to alcohol or drugs, gambling and other problem behaviors.	57
<i>Employee Assistance Program</i> – counseling and referral services for employees; employers have access to management/supervisory consultations and trainings.	22
<i>Child Guidance Center</i> – treatment for children and parents, including victims of abuse. Community education and prevention services.	27
<i>Psychiatric Services</i> – medical services for adults, adolescents and children, visits including specialized medication evaluations and monitoring, consultation and therapy.	63

New Community Center Now Open and Full of Activity: Membership Drive Going Strong, and Drawing Area Towns

By BRENDA SULLIVAN
The Reminder

MANSFIELD—It is 7:30 p.m. on a Thursday evening, and the new Mansfield Community Center is humming with activity.



A Little Weight Training, a Little Web Surfing. Following her workout in the upstairs fitness center, Chris Raiola of Coventry spends a time at the computer in the community lounge, which is also open to all town residents, not just members of the Community Center. All photos by Brenda Sullivan.

Swimmers are doing laps in the six-lane, 25-yard pool. About two dozen hearty souls are upstairs in the fitness room, running on treadmills, pedaling on stationary bicycles, working the links out



Smile for the Camera. Charlotte Smith and her children were among a group waiting for their turn to have their photograph taken for a membership ID. They then headed for Family Swim.

of their shoulders on the lat-machine, and otherwise releasing the stress of the day.

A meeting of basketball coaches is going on in the Community Room.

And, a group of children, with their parents, is gathered around the reception area, waiting to have their picture taken for their membership I.D. cards.

Soon, the gym, with its elevated walking-jogging track, also will be full of activity. The gym floor is expected to be completed by mid-December.

The Community Center, located behind the municipal building on South Eagleville Road. (Route 275), opened only a few weeks ago.

New memberships continue to come in, which makes Director of Parks and Recreation, Curt Vincente, very happy.

"Our first year goal is 17,011 memberships. That doesn't get us to break even, but that's what was set up in the budget for the first year, because we're anticipating a year or two to set up a membership base," Vincente said.

"As of today, we're at 16,046, and I'm sure as we do tours we will surpass that point," he said.

Anyone can stop at the front desk during Community Center hours and ask for a tour.

The center is open to surrounding towns—such as Ashford, Willington, Coventry, Bolton and Tolland—but that aspect of the membership drive has been a little more slow-going.

"We were expecting more people from other towns, based on surveys we had done," Vincente said.

"But, we've gone way and above the targeted resident numbers, so it offsets the difference," he said.

"We haven't analyzed the ages of our members yet, but what's great is that we're seeing everybody we're seeing sen-

ior, families and their young children," he said.

Among some of the family-friendly features of the Community Center is a childcare center where members, for an additional fee, can drop off their children (daytime and weekends) while they do their workout.

There's also a family changing room.

And, there is a Teen Center for grades 6 through 12 with cable TV, computers, pool table, and space to just sit and socialize.

Besides a wide range of fitness classes—from Tai Chi to water fitness to total

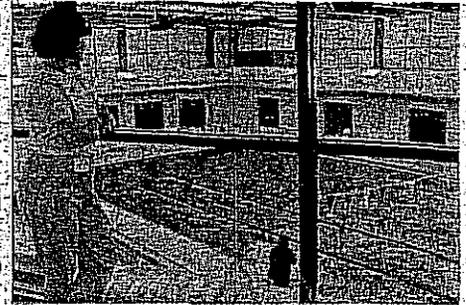
body conditioning—the Community Center will also hold health seminars throughout the year in partnership with Windham Hospital. Earlier this month, the hospital co-sponsored a Saturday workshop on "Women and Heart Disease."

Brothers Marvin and Austin Smith, who had gone for Family Swim, gave the center their vote of approval.

"I like it here, and I think it's interesting that you can come here pretty much anytime," Marvin Smith said.

The center is open from 6 a.m. to 10 p.m. Monday through Saturday, and from 9 a.m. to 10 p.m. on Sunday.

New memberships are eligible for discounts until



laps. Anyone? Margaret Cavanaugh, receptionist and impromptu tour guide, watches as two swimmers do laps in the main pool, maintained at 80- to 82-degrees. A separate, small therapy pool is heated to 90- to 92-degrees.

the end of November. Information is available by calling 429-3015 or online at www.mansfieldct.org (and click on the Community Center logo).



From Pilates to Elliptical Trainers. The center includes a dance and exercise room for classes such as this one for Pilates (top). There is also a fitness center (below) equipped with treadmills, stairmasters, weight training machines, free weights and more.

The Broadcaster North • November 24, 2005 • Page 25

Item #11

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**UConn HW FACILITY COMPARATIVE SITE STUDY ADVISORY COMMITTEE
MEETING MINUTES: THURSDAY, NOVEMBER 13, 2003
6:30 – 9:10P**

6:35p – Meeting convened & site map of UConn sewage treatment plan (STP) and transfer station area distributed for discussion

Members Present: Mike Callahan, Capt. John Flaherty, Karla Fox, Jennifer Kaufman, Greg Padick, Meg Reich, Pam Schipani, Glenn Warner, Rich Miller (chair)

Members Absent: None

Guests: Frank Labato (EH&S Director), Maggie Ruta (Environmental Policy intern and recording secretary)

Betsy Frederick, SEA Consultants, Inc. arrived at approximately 7:00 p.m.

Rich Miller

- Reviewed a map showing the location of alternative sites A and B as well as surrounding features including the former UConn landfill to the north, abutting landowners to the west (Mohammad Ilyas, K. Shah Satari), and the CL&P substation to the south. Referencing the map, he conveyed information about these sites obtained from a conversation he and Steve Wright (SEA Consultants) had with Mike Curran, a manager in Facilities Operations who oversees the STP.
- Alternative Site A is contained within the STP fence line.
- The small building adjacent to Site A is the heavy water (sludge) processing and storage building. A portion of this building is outside of the STP fence line. Within the structure is a large concrete tank that allows solids to settle out. This sludge is then pumped out 1-2x/day by a large (7,000 gal.) truck that must *back down* the narrow entrance driveway, usually in the early morning. The sludge is then transported off site for disposal.
 - In the past, the heavy water was pumped directly to the sand filter beds (near the Alternate Site B) and the dewatered sludge “cake” was disposed of in the former UConn landfill. Consequently, a Phase I environmental site assessment would likely be needed for Alternative Site B. The suspicion is that there will be a finding of “no impact” since landfill monitoring now occurs downgradient of the former filter beds and has not shown any sign of contaminants unrelated to the landfill.
- The adjacent residential properties, and most of the nearby privately-owned properties to the west of Sites A & B are connected to the University water supply. Environmental land use restrictions would prevent the installation of any new drinking water wells in this area. This virtually eliminates the risk of contaminating drinking water if a spill were to occur here. There is no home or well located on the large lot abutting most of Site B to the west (Ilyas).

Meg Reich

- The Celeron Square Apartments are also on the University’s water supply.

Greg Padick

- The Carriage House Apartments are *not* connected to the University water supply, but rather have their own community well.

- ⊞ QUESTION [Mike Callahan]: Are the materials that were dumped in the former chemical pits similar to what is now stored in the Hazardous Waste facility?

- [Frank Labato] Yes. Prior to the establishment of the USEPA and the enactment of hazardous waste management regulations, the “approach” was to dig a trench in the area where there was a low ground water table, preferably a clay-lined hole, deposit the chemicals within the hole, and add oxidizing agents at the end of each load to “burn off” the solvents. This was considered the “environmentally conscious” approach at the time and was the norm for land grant universities prior to the 1980s. *Frank read an excerpt published by the University of North Carolina at Chapel Hill, which outlined its chemical disposal methods, which were essentially the same.*

⊞ QUESTION [Mike Callahan]: The source of contamination at the former landfill site has been removed and only the residual remains then?

ANSWER [Rich Miller] At the former landfill and chemical pits, contaminated soil was removed down to the bedrock, but residual contamination (dense non-aqueous phase liquids), had leached down into the bedrock cracks. The landfill will be capped and leachate trenches installed to prevent further leaching and migration of residual contamination off site.

⊞ QUESTION [Meg Reich]: The landfill remediation plan does not apply to the area around the proposed site B?

ANSWER [Rich Miller] No. The leachate trenches will capture ground water immediately upgradient of the former landfill to the northeast, and downgradient to the southwest.

Rich Miller

- In response to previous questions about potential STP expansion plans: based on information provided by the facilities manager, the STP plant was built to a capacity of 6.0 million gallons/day (mgd), is permitted for 3 mgd, and operates at only 1.5 mgd. No expansion of the STP beyond its current site is anticipated.
- In addition, actual water use is down 20-25% in the past 12 years despite enrollment growth and an overall 20% increase in water supply system users. This is primarily due to structural conservation measures in new buildings and renovations of existing buildings.

⊞ QUESTION [Meg Reich]: The potential relocation of the Landscaping Department to the proposed Alternate Site B area was mentioned last week. Are there any solid plans to this effect?

ANSWER [Rich Miller] No.

⊞ QUESTION [Mike Callahan]: Where does the STP effluent go?

- [Glenn Warner/Rich Miller] The effluent is piped all the way to the Willimantic River via a gravity main that runs parallel to Eagleville Brook.

Rich Miller

- One issue with the Alternate Site A is that within 10 feet of the current STP fence line, near the Transfer Station access road, there is a 30 inch sewer main. This is the main sewage line for the campus. It is buried about 4 feet beneath the embankment, restricting the area of the site available for a new HW facility. However, we were advised that it is possible to build within close proximity to the sewer line, if done with care.

- The facilities manager has indicated that some of the parking spaces near the fence line could be eliminated in order to increase available building space.
 - At either alternative site, wastewater/sewage would have to be pumped to the STP.
 - The filter beds were closed in 1994. Approximately one foot of sand may have been removed. No significant filling or re-grading has occurred at that site.
 - [Glenn Warner] This is typical of a filter bed; they are usually constructed of a thin layer of sand, a portion of which is removed with the sludge.
- ⊞ QUESTION [Glenn Warner]: What is the relative footprint of the HW facility that we are expecting? Will it be smaller than the heavy water storage building indicated on the map?
- [Rich Miller] The footprint will be slightly larger than that building. The new modular coming in is 14' x 40', so the total footprint is estimated to be about 120' x 120'.
- ⊞ QUESTION [Mike Callahan]: Suppose there was a fire in the facility (relatively small with no significant risk involved) and a fair amount of water was used to suppress it resulting in the mixing of chemicals and materials in the facility. If some of this contaminated water ended up in the sewer, is the nature of the chemicals such that the STP could render them harmless, or would it disrupt the normal processes of the facility? Is there any benefit to having the HW facility in an area where the water can be captured and allowed to intentionally enter the STP?
- [Frank Labato] First, once fire is involved, you are no longer discussing the initial chemicals, but rather the by-products of their combustion. I am uncertain about the result of mixing *those* materials. Second, the approach of the UConn Fire Department is to let the fire burn off, rather than to suppress it with water, while still trying to protect any adjacent buildings or structures. Third, there is a strong emphasis on prevention and containment by using engineered means, such as a dry chemical suppression system, blowout panels, etc. Essentially, any incident could be contained and then the Fire Department would only need to oversee it until the chemicals burned off.
 - *Captain Flaherty confirmed that the Fire Department's procedure would be to allow the fire to burn off rather than combat it with water.*
- ⊞ QUESTION [Mike Callahan]: Is the Horsebarn Hill area a better place to let the fire burn off, in terms of proximity to people and impact on the environment? Is there any advantage to being in an area where you could, if needed, direct waste into the STP?
- [Frank Labato] The STP is worried about their bacteria being wiped out by the introduction of such chemicals. The emphasis is to prevent hazardous wastes (both spills and routine laboratory operations) from going down the drains to the STP. Hazardous waste pickups at UConn laboratories is a "free" service provided by Environmental Health and Safety, so there is no incentive for the waste generators to pour the materials down the drain or otherwise dispose of them improperly. Even if you were to analyze incidental chemicals going down the drain (e.g., rinsing glassware), dilution at the STP reduces concentrations to minute amounts that are not even detectable.
 - [Mike Callahan] UConn needs to make sure that a catastrophic event does not have impacts beyond very controlled limits – that we maximize containment. A well-engineered facility will take care of this.
 - **Reminder:** The engineering, design and construction of the HW facility are neutral factors in our comparative site study. UConn has committed to a significant upgrade of

the HW facility, regardless of whether it is relocated or remains at the current site, and it will be a state-of-the-art facility built to meet or exceed regulatory requirements.]

- [Capt. Flaherty] The Fire Department's plan is usually to allow chemicals to burn off. The concern with this method is air pollution however.
- [Mike Callahan] Is there a trade-off in the risk of increased air pollution for decreased risk of water pollution that would be involved in actively fighting the fire?
- [Captain Flaherty] Any airborne plume would be minimal since such a small amount of chemicals is actually stored in the hazardous waste facility at any given time.

Glenn Warner

- *Asked to have the location of Alternate Site B confirmed on the map.*
- The southern edge of the former filter bed site is often quite wet. Although it is not noted as wetlands soil by DEP standards and therefore not indicated as wetlands on the map, this area is often saturated and surface runoff occurs. It is a high water table area and during the spring, late fall and early winter there is often standing water.

[**Note:** During a site visit the following week, Rich Miller and committee member Jennifer Kaufman walked around the site of the former filter beds, including the southern edge, which is approximately 300 ft. south of Alternate Site B. Despite the rainy weather this year, the area was dry and appeared to consist of a well-drained soil type. There is a nearby swale along the northern edge of the F Lot, which could be a conduit for drainage and runoff in the area.]

Betsy Frederick

- If data/information is mapped and available it was provided by the University and would appear on the maps.

Greg Padick

- The Town of Mansfield maps are more extensive in terms of wetlands than the state maps used by the University.

7:30 p.m. Members moved to the adjoining Conference Room.

Betsy Frederick

- *The minutes of the Oct. 23, 2003 advisory committee meeting were reviewed. On a motion by Jennifer Kaufman, seconded by Pam Schipani, the minutes were approved unanimously.*
- Continued with summary of conversation between Rich, Steve and Mike Curran (the STP facilities manager) about alternate sites A & B.
 - According to Mr. Curran, the planned substation for the proposed new cogeneration facility would likely be remote from alternate sites A & B (closer to North Eagleville Road), with a relatively small footprint, and therefore would not be an issue.

Rich Miller

- *Provided a summary of the other sites considered during a 2001 informal analysis by UConn staff (pg. 4 of the handout provided, middle slide).*
 - Factors considered then included operational efficiency, consistency with UConn's Master Plan, safety and regulatory requirements. Environmental concerns were not specifically considered.

Karla Fox

- The Depot Campus was rejected as an alternative because of the issue of transporting the waste to that location over such a distance.

Glenn Warner

- State and federal regulations prevent such transport but are exceptions granted?

Rich Miller

- Under EPA and DEP regulations, HW temporary storage facilities must be located either on the main campus or land that is contiguous to the main campus.
- Exceptions have been made that allow the transport of hazardous waste to a central storage facility located on adjoining campus land but across non-University owned roads (e.g., Rte. 195), but beyond that, a facility located off campus would require a special license as a commercial treatment storage and disposal facility (TSDF).
 - Such licensing leads to extensive regulations and opens the University to incoming waste, as if it were a commercial TSDF, which would be an undesirable situation.

Greg Padick

- There should be a discussion of the campus core since it is the area of primary generation.

Rich Miller

- The campus core (science quad) was not considered in the earlier assessment.

Meg Reich

- These questions will arise by the public and others. We need to document alternatives, including the campus core.
- *Jen Kaufman agreed with Meg's statement.*

Karla Fox

- This is a technical point, but the campus core was *never* proposed as an alternative location.

Mike Callahan

- It may never have been officially proposed, but it was discussed and some note of that needs to be made. Based on our site visit there did not seem to be any physical space available in that location.

Rich Miller

- In recent years, the science quad site (also referred to by others as the former "central warehouse" location) has been transformed by construction, and is very congested with new and proposed academic buildings and heavy pedestrian traffic.

Karla Fox/Rich Miller

- The Master Plan is underway and that area will be totally constructed. The vivarium will be below ground as well, so even where there will eventually be what seems to be "open space" it will actually be in use.

Mike Callahan

- We need to include such a statement in the minutes and show that at this point we have concluded that we do not consider the science quad as a possible alternative.

⊖ QUESTION [Meg Reich]: What specifics are known regarding the former landfill site, specifically the volume to be pumped from the leachate collection trenches and hauled to the STP?

- [Rich Miller]: The leachate collection trenches should be constructed sometime late in 2004, as part of the remedial action plan. (estimated volume is 5,000 – 30,000 gpd)
- [Meg Reich] (Noted the possible site advantages of a built-in containment system at the former landfill site) We need to establish what the actual HW facility will be – one large building, several smaller containers, etc.

Betsy Frederick

- The landfill cannot be considered a site alternative because of DEP post-closure regulations. Use of this site for the HWF would present a conflict of use with the intended use as a student parking lot and would jeopardize regulatory approvals of UConn's remedial action plan. UConn has invested several years and considerable resources to obtain these approvals.
- Once complete, there will be ground water interceptor trenches, with an impermeable barrier on the top, and only in case of cap failure would the leachate trenches be helpful in terms of capturing and recovering any spill on the surface.
- [Several members stated that the committee's final report and the presentation at the open house (on Nov. 20) should include the reasons why the landfill site and other alternatives were rejected.]

Glenn Warner

- We need to be consistent in applying the criteria. For example, compare North Campus (which has been rejected based on conflict with the Master Plan) to the current site on the East Campus. Similar conflicts apply to both sites but only the North Campus was rejected on this basis.

Betsy Frederick

- The analysis of the North Campus was not performed by this committee.

Glenn Warner

- Then we need to make it clear that this decision was made pre-advisory committee.

⊖ QUESTION [Mike Callahan]: Is there a consensus among our group to go beyond these three sites? Do we want to take the time to seek other alternatives or decide that the current three are reasonable?

- [Pam Schipani] If we find that all three of the preferred sites have a "fatal flaw," then we can agree to go back and look for other sites rather than choose the "least flawed" of the three. *This statement was supported by Mike Callahan.*
- [Mike Callahan] I am comfortable saying that the landfill site should not be considered based on legal reasons, the objectives of this group and the timeframe that has been set.
- [Rich Miller] *Agreed.* It is not possible to consider the landfill as an alternative.
- [Meg Reich] It needs to be a rejected site regardless of the reasons, but significant detail needs to be provided to the public, media, etc. because serious scrutiny of our decisions *will* occur.

- [Rich Miller] UConn's landfill remediation consultant can be asked to provide this detail.

Greg Padick

- Based on these slides it seems that, prior to the formation of this advisory committee, the University had decided to keep the HWF at its current site.

Glenn Warner

- I am also bothered by the wording of the slide. It implies that a predetermined decision by the University was presented to this committee.

Betsy Frederick

- This slide is only for our discussion purposes.

Pam Schipani

- Change the wording of the slide to "Previous Analysis By _____"

Greg Padick/Mike Callahan

- Prefer the idea of having two separate slides: (1) Previous Sites Considered and (2) Sites Considered by the (current) Advisory Committee

Karla Fox

- If legal reasons exist for rejecting a site, that information should be presented to the public.

- ⊖ QUESTION [Glenn Warner]: North Campus has not been discussed and rejected by *this* group. Why was it rejected during the analysis done by UConn staff in 2001?
 - [Rich Miller] It was inconsistent with the North Campus Master Plan, which includes extending North Hillside Road to Rte. 44 to become the new main entrance to campus.
 - [Karla Fox] Parcel H (referring to the North Campus Master Plan) has already been developed upon; it is the site of the new Charter Oak Apartments/Suites and therefore can not be considered a site alternative.
 - [Greg Padick] The suggestion was made that we select the current three sites, focus our discussion on these three alone, and return to the possibility of other alternatives only if none of these three proves a reasonable site.
 - [Betsy Frederick] A distinction will be made at the meeting that this group has no control over the decisions or methods used by previous groups. We have acknowledged these conclusions but are not necessarily bound by them.
 - [Frank Labato] The previous group had a very broad-based approach; it considered different locations (like the Depot Campus) within the context of general discussions. By default, this previous group was left with the existing site as the most workable solution, but recognized that if the facility were to remain there that serious upgrades would be needed. *Karla Fox supported this statement.*
- ⊖ QUESTION [Meg Reich]: Did the previous group keep written minutes or make a final report?
 - [Frank Labato/Karla Fox] It consisted primarily of internal discussions.
 - [Betsy Frederick] We need to document what was done before, if only to say that what they did was not sufficient.

Rich Miller

- The charge of our group was to look at the existing site vs. a preferred alternative, and a potential third site that could be proposed by the committee or our consultants. After our site visits last month, it seemed that the consensus of this committee was to make the Transfer Station our third site (Alternate Site B).

Mike Callahan

- I'm comfortable with that charge. We have an obligation to the community and the University to get through this.

Glenn Warner

- Still concerned that it will be expressed in the future that "based on the weighting criteria the committee chose these three sites" when in fact, our options have been somewhat limited.

Meg Reich

- The only way around that is to list *all* of the others and list their fatal flaws. For these sites, a numerical analysis using the matrix is not necessarily needed as long as a fatal flaw is presented.

Jen Kaufman

- Our report can say that we considered the other options previously assessed by UConn and that we either agreed or disagreed with their proposed fatal flaws.

Betsy Frederick

- ⊖ QUESTION: Based upon this approach, can we say that the Depot Campus has a fatal flaw due to the permitting regulations that would be required for a commercial TSDF?
 - *The group agreed with this statement.*
- ⊖ QUESTION: Can the group acknowledge the legal concerns regarding landfill site are a fatal flaw?
 - *The group agreed with this statement.*
- ⊖ QUESTION: Regarding the Campus Core / Science Quad, can the group agree that there are fatal flaws due to public health and safety issues and inconsistency with the Master Plan?
 - [Mike Callahan] I do not consider this a fatal flaw, however if a numerical analysis were performed that site would receive a low ranking. If we want credibility, we need to do some analysis without claiming a fatal flaw each time.
- ⊖ QUESTION: For the moment can we agree to table this site unless the three other sites fall to fatal flaws?
 - [Greg Padick] Betsy is saying, let's focus on the three initial sites to score and if needed we can then later return to the other sites not possessing fatal flaws but scoring low in our analysis.
 - [Glenn Warner] Inconsistency with the Master Plan should not be considered a fatal flaw.
 - [Pam Schipani] The Science Quad has several major flaws however.
 - [Betsy Frederick] Due to the likelihood that this site will score so low and that we have such a relatively short period of time in which to work, we should put this site aside unless the other three all fail.

- [Mike Callahan] Let's score the current three and score the North Campus. North Campus is a huge piece of land, much of which has not yet been developed. Our recommendation may be to suggest that a place be found for this facility within the Master Plans for that area of the campus.
- [Pam Schipani] Aren't both alternative sites within North Campus?
 - *Discussion within the group concluded that they are both part of the northwestern corner of the Main Campus, but not included in the North Campus Master Plan (done in 2000), which looked at undeveloped land.*
- [Glenn Warner] We should group *all* of the sites into an A through D list. Those in group A we will consider first, those in group B will be 'reserved' and considered once group A is done, group C will include those not yet proposed or others, and group D is those that have been rejected due to fatal flaws.
- [Betsy Frederick] That sounds reasonable.

8:20p Betsy moved the conversation onto the next agenda item.

Betsy Frederick

- She reiterated that the buildings themselves (design, proper ratings, etc.) are neutral factors in our study. *Any* building will be built to comply with current codes. Consequently, no one site will rate higher than another in terms of building design, engineered controls and installed security systems.
- *Referring to page 5 of the handout, first slide, she began scoring the current site of the HWF to demonstrate how the committee could use the matrix. She reviewed the slide labeled "Environmental Receptors"*
- Many aspects of environmental impacts are involved, but we initially chose four: (1) wetlands and buffers, (2) public water supplies, (3) ponds and streams, and (4) natural diversity. There is no actual resolution of the committee as of now regarding scoring, weighting, etc. The following discussion is based upon hypothetical scoring simply to demonstrate the system.
- (1) Wetlands and Buffers: The University is subject to state wetlands regulations and must obtain wetlands permits from the CT DEP. Using a more conservative regulated area or "buffer" zone around wetlands (the Town of Mansfield uses a 150-foot regulated area), the current site is already within a buffer zone, therefore any improvements would also be within this area.
 - *Greg Padick noted that the Mansfield Maps show more wetlands than the DEP maps provided.*
 - Thus, for Wetlands and Buffers, the current site scored as a 2 with a weighting factor of 0.2, resulting in a 0.4 sub-score.
- (2) Public Water Supplies: The committee will have to determine how to define the boundaries of the current site, but for this discussion, a point at the site center was chosen and surrounded by a 100 ft. radius.
 - Because of its proximity to the direct recharge area for UConn's Fenton wellfield, the current site received a sub-score of 0.4.
- (3) Ponds & Streams
 - Because of its proximity to watercourses, the current site had a sub-score of 0.8
- (4) Natural Diversity
 - The site was within, or near, large areas identified by DEP as habitat for certain unidentified but "listed" species (i.e., endangered or threatened).

- Maggie Ruta - Explained that the particular species and precise location are deliberately not identified in DEP's Natural Diversity Database as a protective measure.

Frank Labato

- Felt that any threat to wildlife posed by the HWF needed to be put into context. For example, within the immediate vicinity of the current facility, there are other buildings (science laboratories) that have hazardous reagents and wastes stored within them. The only difference is that they are referred to as "academic buildings" and "reagents," instead of a "storage/holding facility" and "hazardous wastes."

Glenn Warner

- A similar discussion could apply to the scoring of the site for its proximity to "public water supply."

A general discussion ensued about how to define and rank the various sites based on their proximity to public water supplies, drinking water watersheds, etc.

Mike Callahan

- Noted that this was a political issue more than a technical issue. If we located the facility close the Willimantic River there would be very little outcry because it is already considered an impaired river. However, locating the facility anywhere near the Fenton River would cause an outcry because it is considered "clean" and flows into a drinking water supply (the Willimantic Reservoir).

Betsy Frederick

- We can consider reallocating the weighting factor.

Mike Callahan/Glenn Warner

- Water supply factors should be included in one weighting category, and all other environmental aspects should be separate. Many people do not perceive the environment to be as important as their public water supply.

Betsy Frederick

- I had assigned weighting factors to the categories for discussion purposes. These numbers are not permanent and can easily be adjusted.

Rich Miller

- *Provided an overview of the public meeting next week.*
- The proposed format is to have four stations of tables with displays as follows:
 - Betsy and Steve will sit at the primary table in order to field technical questions.
 - Greg will represent the Town's perspective at another table.
 - Frank and his staff will be at a third table to discuss facilities operations
 - Rich and Karla will be at the final table to represent the Master Planning process.
- At 6:00p the session will start in Room 7 of the Bishop Center, to provide a half-hour of public availability. This period will allow for an initial greeting period, answer any preliminary questions and get all people settled.
- At 6:30p Rich will provide an overview and introduce Betsy for the main technical presentation. This will be followed by Q&A or comments. Additional questions will be directed to the final half-hour of public availability.

Betsy Frederick

- The presentation will not address scoring. It will address the approach we are taking, and the alternative sites and criteria we are considering.

There was a general discussion about the open house format in order to ensure adequate time for public questions and comments.

Karla Fox

More weight should be placed on the environmental criteria based on human health risks.

Meg Reich

Agreed. The category titles may be misleading.

There was consensus that the proposed criteria and their assigned weights needed to be changed. Discussion ensued about whether the matrix would become a public document or simply used as a tool by the committee and not for publication.

Greg Padick

- If the public response to our recommendation is aggressive, we *will* need to perceive this as a public document. We are not at that stage yet, but we may eventually be. If that occurs we need to make sure everything is stated to say exactly what it is intended to mean.

Glenn Warner

- Expressed concern that our study seems to be based more on opinion than science, and suggested the need for a scientific risk assessment to help decide about the appropriate weighting of each criterion.

Rich Miller

- A scientific risk assessment is well beyond our budget and timeframe. This is a comparative site study using well-established criteria for ranking the relative advantages and disadvantages (including environmental and public health risks) of alternative sites.

Glenn Warner

- Some categories are interrelated/correlated and should not be separated out because then they become disproportionately weighted.

Mike Callahan

- All of these issues are valid and need to be addressed. We need to begin this scoring process and recognize that we can make more adjustments later.

Betsy Frederick

- Please e-mail me with your questions and comments between meetings and we can make these issues part of a more structured agenda. This will allow us to get to the more important issues.
 - *There was a discussion about how the matrix had been used previously by SEA for similar comparative site studies. Meg Reich asked whether SEA could share any samples of reports or recommendations that had resulted from this kind of scoring process (to the extent such information was not proprietary).*

- [Betsy Frederick] I believe I can provide you with an executive summary as a sample.

Rich Miller

- If Advisory Committee members can attend the open house or public availability sessions, it would be helpful.
 - *Pam Schipani said she will not be able to attend.*
- Next regular meeting is set for Dec. 4

9:10p Meeting adjourned.

WINDHAM REGION COUNCIL OF GOVERNMENTS

968 Main Street, Willimantic Connecticut 06226
(860) 456-2221/Fax: (860) 456-1235 Email: wincog@snet.net

Ashford Chaplin Columbia Coventry Hampton Lebanon Mansfield Scotland Windham

Statement presented to the Planning and Development Committee
of the CT General Assembly on the

Report of the Blue Ribbon Commission on Property Tax Burdens and Smart Growth, October 2003

December 9, 2003
at the Mansfield Community Center, Mansfield, CT

Item #13

Rusty Lanzit, Chaplin First Selectman,
on behalf of the Windham Region Council of Governments

The Windham Region Council of Governments is a voluntary association of municipal governments serving nine towns in Eastern Connecticut: Ashford, Chaplin, Columbia, Coventry, Hampton, Lebanon, Mansfield, Scotland and Windham.

WINCOG strongly supports the recommendations of the Blue Ribbon Commission on Property Tax Burdens and Smart Growth. The Report is comprehensive and reflects the understanding that many changes will need to be addressed simultaneously - tax structure, land use patterns, transportation investment, and the statutory framework within which municipalities and regional organizations operate.

Smart Growth and Regional Land Use Plan

WINCOG adopted a revised *Windham Region Land Use Plan* in 2002. For your information, I have attached two pages from this plan - the vision statement and list of "Regional Land Use Actions" that apply to all land use categories. You will note that many of our recommended actions coincide with those of the Blue Ribbon Commission's Report - with property tax reform leading the list. These pages are the expression of what we think "smart growth" means for our rural region. We cannot implement this plan, however, given the current tax structure and under current statutes. As described clearly in your report, and as we have seen in practice, the current reliance on property tax to fund local services, especially education, provides a strong incentive for every town to compete to attract a commercial tax base. We need your help!

Steps Toward Property Tax Reform

Earlier this month, WINCOG adopted legislative priorities for the spring 2004 session of the General Assembly. Some of these priorities coincide with the Report's recommendations - including support for a **statewide tax incidence study**, the development of a **statewide GIS system** that can be shared by municipal, regional, and state partners, and, subsequently, **property tax reform**. Consistent with the Commission's recognition of the important current and potential future roles of regional planning organizations and the need to strengthen them, WINCOG also strongly supports **restoration of the State Grant-in-Aid to RPO's** as a line item in OPM's FY '05 budget.

The state budget for FY 05 includes no funding for RPO's. The State Grant-in-Aid that we have historically received from OPM was eliminated as a line item in OPM's budget for the FY 02-03 biennial budget. Funding was provided instead through the Transportation Strategy Board funds - and carry-forward TSB funds are being used for the current year, FY '04.

These funds allow RPO's to: prepare regional land use plans; give technical assistance to municipalities in preparing their plans of conservation and development and in revising zoning regulations; coordinate the land use education workshops in our region; assist the state with the periodic update of the State Plan of Conservation and Development; serve as a regional GIS data repository and provide GIS mapping assistance to member towns; respond to requests for census information and its use; address issues relating to housing, economic development, workforce development, water quality and emergency response planning. The need for this technical assistance at the regional level has increased dramatically as resources for statewide planning at OPM have been curtailed over the past decade.

Much thought and effort has gone into preparing the Commission's report and accompanying recommendations, as well as into all of the supporting plans listed on page 55 of the report. Many, many people have been involved – and some of us remain hopeful that the effort will not be futile.

This initiative will require political courage and strong leadership by both the General Assembly and the administration to succeed. It has the potential to make a dramatic difference in the way Connecticut develops over the next several decades. We hope that you believe, as we do, that the future of the State is worth it.

Thank you for providing the opportunity to comment.

xxx

VISION FOR THE FUTURE

The future envisioned for the Windham Region includes:

- Vital urban centers and villages that are attractive and rewarding places to live, learn, work, shop, and recreate.
- Efficient public utilities, services, development, and transportation.
- Diversified economic growth and quality jobs in development areas.
- A range of housing options to meet the varied needs of residents.
- Unfragmented rural areas with active agriculture and other sustainable rural employment and which preserve scenic vistas and the rural character of the region.
- Preserved critical environmental resources such as unfragmented wildlife habitats and water supply recharge areas.
- Preserved cultural, historic, and archaeological resources.
- Effective land use controls and incentives that make this vision a reality.

REGIONAL LAND USE ACTIONS

These regional land use actions apply to all land use categories. They are comprehensive in nature and should be applied at every possible opportunity.

- **Call for Property Tax Reform.** Connecticut's over-reliance on the property tax to fund municipal services is an important factor driving sprawl. It puts an enormous pressure on towns to compete with each other to attract business in order to grow their Grand List. This results in scattered development that is wasteful of both economic and natural resources and directly conflicts with the goals set forth in this plan. A new system is clearly needed.
- **Implement Flexible Land Use Regulations.** Zoning and subdivision regulations should not rely on "cookie-cutter" dimensional and use standards. They should implement conservation values and encourage compatibility with traditional development patterns and the landscape. They should focus on excellence in site design, landscaping, and architecture. They may also encourage historic preservation and economic development in appropriate areas. Effective design review procedures should be implemented for new development in historic, commercial, trafficked, and highly visible areas to preserve rural and neighborhood character.
- **Make use of Context-Sensitive Road Design and Traffic Calming Techniques.** Whenever possible, use context-sensitive road design and traffic calming techniques to control vehicle speeds and maintain rural and neighborhood character.
- **Use Best Management Practices.** Require best management practices (BMP's) such as the reduction of impervious surfaces, on-site stormwater treatment, soil erosion and sedimentation control techniques, and invasive species control to minimize disruption of the natural environment.
- **Encourage Revisions to Septic System Regulations to Allow Innovative Designs.** Contemporary designs for conservation-sensitive development are virtually impossible due to an out-dated public health code and a permitting process that is prohibitively costly and time-consuming. The state should explore and review technologies and regulations used successfully in other states.
- **Consider Intermunicipal Revenue Sharing.** Connecticut towns are now able to share real and personal property revenues. Through intermunicipal revenue sharing, towns may mutually benefit by encouraging economic development in towns with the infrastructure to support it and by compensating rural towns for remaining rural.
- **Investigate a Transfer of Development Rights Program.** A transfer of development rights program (TDR) is a system that allows for the transfer of development potential away from rural areas to areas with a higher capacity for development. A TDR program compensates rural landowners to keep their land open while providing incentives to build in areas with underutilized capacity.

CONNECTICUT ENVIRONMENTAL POLICY ACT

NOTICE OF SCOPING

PROJECT NAME: University of Connecticut Storrs Campus – Burton Family Football Complex and Intramural, Recreational and Intercollegiate Athletic Facility

PROJECT NUMBER: UC-201188

DATE: 1/6/04

I. NOTICE: The University of Connecticut (UConn) is considering an action, described below, that is subject to review under the Connecticut Environmental Policy Act (C.G.S. Sec. 22a-1). The purpose of this notice is to inform state agency and other reviewers of the action and to solicit comments regarding the potential for significant environmental impacts that might result from the action. The University of Connecticut may use these comments in assessing alternate sites and actions, and identifying issues to be addressed in an Environmental Impact Evaluation (EIE) for the project. A Notice of Scoping is also published in the January 6, 2004 edition of the *Environmental Monitor* available on the Council on Environmental Quality website (www.ct.gov/ceq).

II. AGENCY CONTACT: Richard A. Miller, Esq.
Director of Environmental Policy
University of Connecticut
Gulley Hall
352 Mansfield Rd.
Storrs, CT 06269-3038
Telephone: (860) 486-8741
Facsimile: (860) 486-6379
E-mail: Rich.Miller@uconn.edu

III. PROJECT DESCRIPTION:

The University of Connecticut proposes to construct a multi-purpose practice facility at the site of existing tennis courts on the Storrs Campus, east of Stadium Road. The Burton Family Football Complex will be an approximately 85,000 square foot (SF) building housing offices and facilities for the UConn Football Program, including public spaces, coaching staff offices and seminar rooms, team meeting rooms, strength and athletic training rooms, and locker rooms and showers. The approximately 80,000 SF Intramural, Recreational and Intercollegiate Facilities Complex will consist primarily of an indoor artificial turf field. The project will include the demolition of twelve (12) existing tennis courts and their relocation east-southeast of the existing soccer fields and ice arena. Removal of the existing fixed seating on the southwest side of Memorial Stadium will also be included in the project.

IV. SITE MAP: The attached figure shows the approximate location of project activities.

V. ANTICIPATED PROJECT TIMING: Project planning and design is anticipated to be completed by early 2005. Project construction is anticipated to begin in 2005 and be completed by the end of 2006.

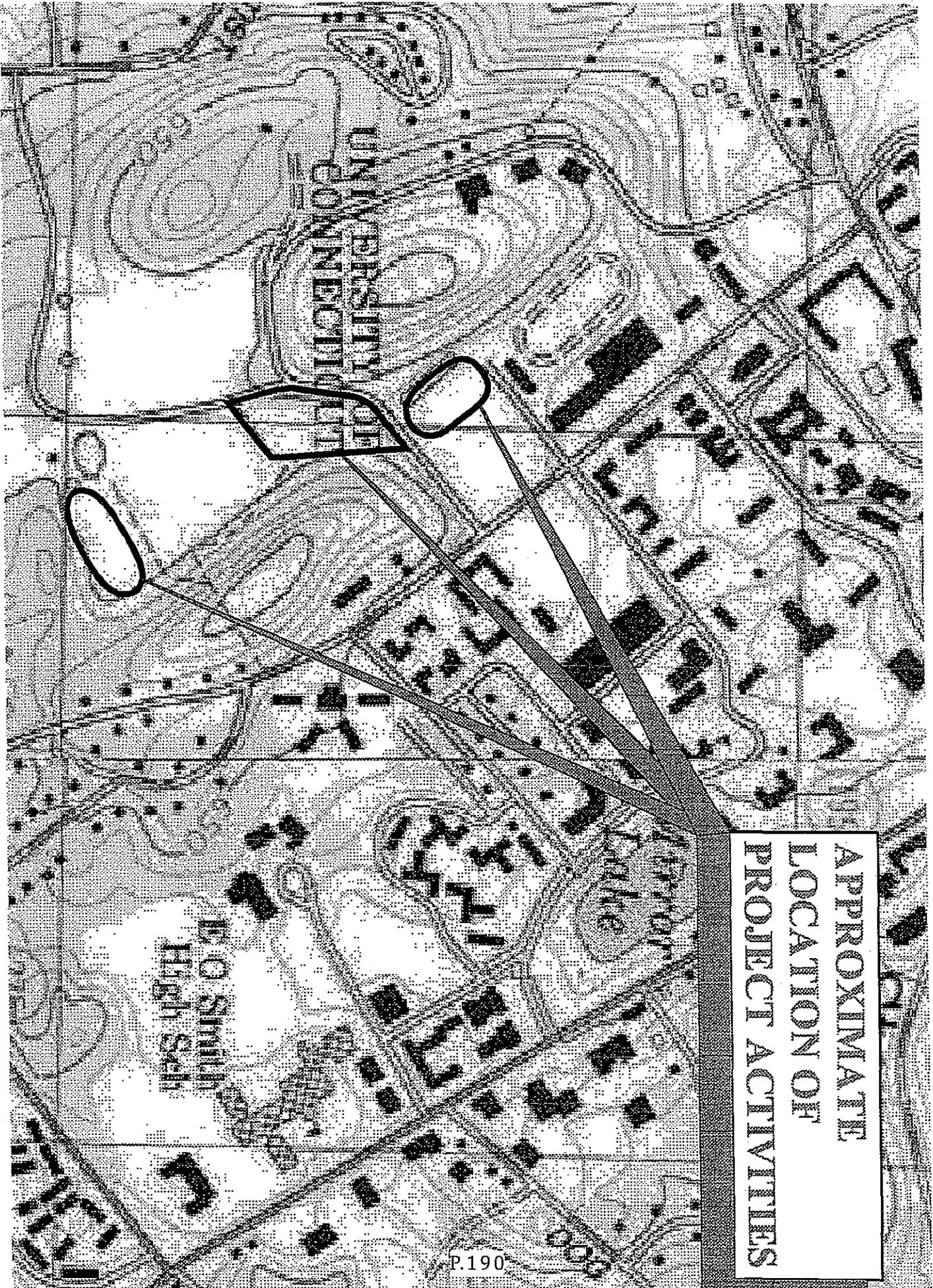
VI. DISTRIBUTION: This notice has been sent to the following reviewer agencies:

- Connecticut Historical Commission
- Connecticut Department of Public Health
- Connecticut Council on Environmental Quality
- Connecticut Department of Public Works
- Connecticut Department of Agriculture
- Connecticut Department of Transportation
- Connecticut Department of Economic and Community Development
- Connecticut Office of Policy and Management
- Connecticut Department of Environmental Protection
- State Traffic Commission

VII. SCOPING MEETING:

A public scoping meeting will be held on Tuesday, January 27, 2004 at 6:30 PM in Room 7 of the Bishop Center on the Storrs Campus. Parking is available at lots near the Bishop Center. The purpose of the scoping meeting is to provide information available to date about the project and to accept comment on the proposed project

VIII. COMMENT PERIOD: Written comments will be accepted by the agency contact through February 5, 2004. Reviewers may provide written comments in addition to, or in place of, any comments offered at the scoping meeting.



APPROXIMATE
LOCATION OF
PROJECT ACTIVITIES

RICHARD BLUMENTHAL
ATTORNEY GENERAL



55 Elm Street
P.O. Box 120
Hartford, CT 06141-0120

Office of The Attorney General
State of Connecticut

December 23, 2003

Louise Bailey, Director
Mansfield Library
54 Warrenville Road
Mansfield, CT 06250

*fyi -
Louise B*

Dear Director:

Thank you for your response to my letter concerning the distribution of compact discs (CD's) to principal public libraries in Connecticut pursuant to the settlement of a multi-state antitrust lawsuit brought by me and 42 other state attorneys general.

This letter confirms that your library will receive approximately 417 CD's. Under the terms of the Settlement Agreement, as approved by the court, the CD's must be used to further music-related purposes and/or programs reasonably targeted to benefit a substantial number of purchasers of music CD's. Furthermore, existing or reasonably anticipated funding cannot be eliminated or supplanted due to the acquisition of these CD's.

Distribution of the CD's by the settlement administrator may likely occur in spring/summer 2004.

If you have any questions, please contact Assistant Attorney General Arnold Feigin at 860-808-5040 or Arnold.Feigin@po.state.ct.us.

Very truly yours,

A handwritten signature in dark ink, appearing to read "Richard Blumenthal", is written over a faint, larger version of the same signature.

Richard Blumenthal

RB/RFK/sk

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INTENTIONALLY



Storrs Commons

a retail & office complex

1244 Storrs Rd. - P.O. Box 476

Storrs, Connecticut 06268

(860) 429-8891 • FAX (860) 429-6857

Item #16

REC'D DEC 24 2003

Cynthia VanZelm
Mansfield Downtown
1244 Storrs Road
Storrs, CT 06268

December 22, 2003

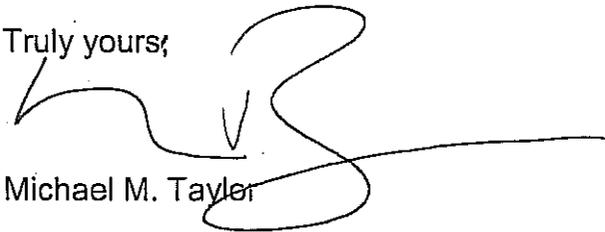
Re: Holiday lighting

Dear Cynthia:

The holiday lights at Storrs Commons (and about town) are a lovely addition to our community. They create a festive but tasteful atmosphere thru the center of town, have generated numerous positive customer comments and possibly even some additional business for our plaza.

I just wanted to say thanks for your idea and initiative.

Truly yours,



Michael M. Tayler

Cc: Martin Berliner



Storrs Commons
a retail & office complex

1244 Storrs Rd. - P.O. Box 476
Storrs, Connecticut 06268

(860) 429-8891 • FAX (860) 429-6857

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December 22, 2003

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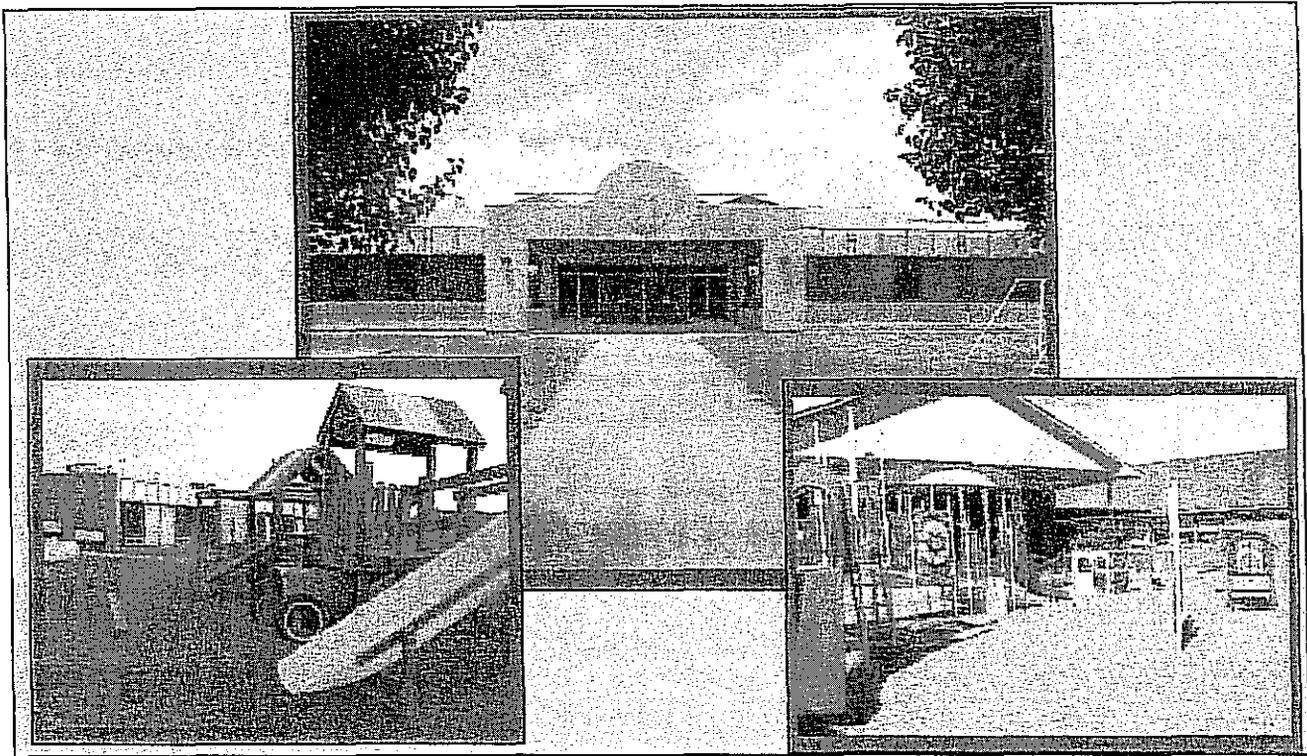
I just wanted to say thanks for your idea and initiative.

Truly yours,

Michael M. Taylor

Cc: Martin Berliner

Welcome to Jenks Central Prekindergarten - Grade 4



Jenks Central serves prekindergarten through fourth grade in three nurturing family-centered school environments. Our educational programs are rich in theme-based instruction, enhanced in technology, and anchored in character-building life skills.

Mayo Building
Prekindergarten
Program

Sooner Building
Central Elementary
PreK-4

Grace Living Center
Intergenerational
Program



E-mail at Central Elementary

Item #17

General Information

Established in 1908, Central Elementary is located on the Central Campus and serves all elementary students north of 101st Street, west of the Arkansas River, south of Birch and east of Juniper in Jenks, Oklahoma. The prekindergarten through fourth grade school has a student population of 283 with 25 certified teachers and 10 classified staff members.

Technology

Internet Connected Classrooms	Mobile wireless laptop computers
Extended Computer Lab Opportunities	Multimedia Presentations

Character Building Curriculum

Tribes	Multi-Grade Level Activities
Classroom Guidance	Character Cards

Quality Fine Arts Program

Grade Level Performances	Arts Council of Oklahoma	Suzuki Violin Program
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High School Partnerships

High School Peer Tutors	Key Club
Service Learning Projects	Student Mentoring

Community Involvement

Local Business Partnerships	Walking Field Trips
PTAG Family Activities	Volunteer Program

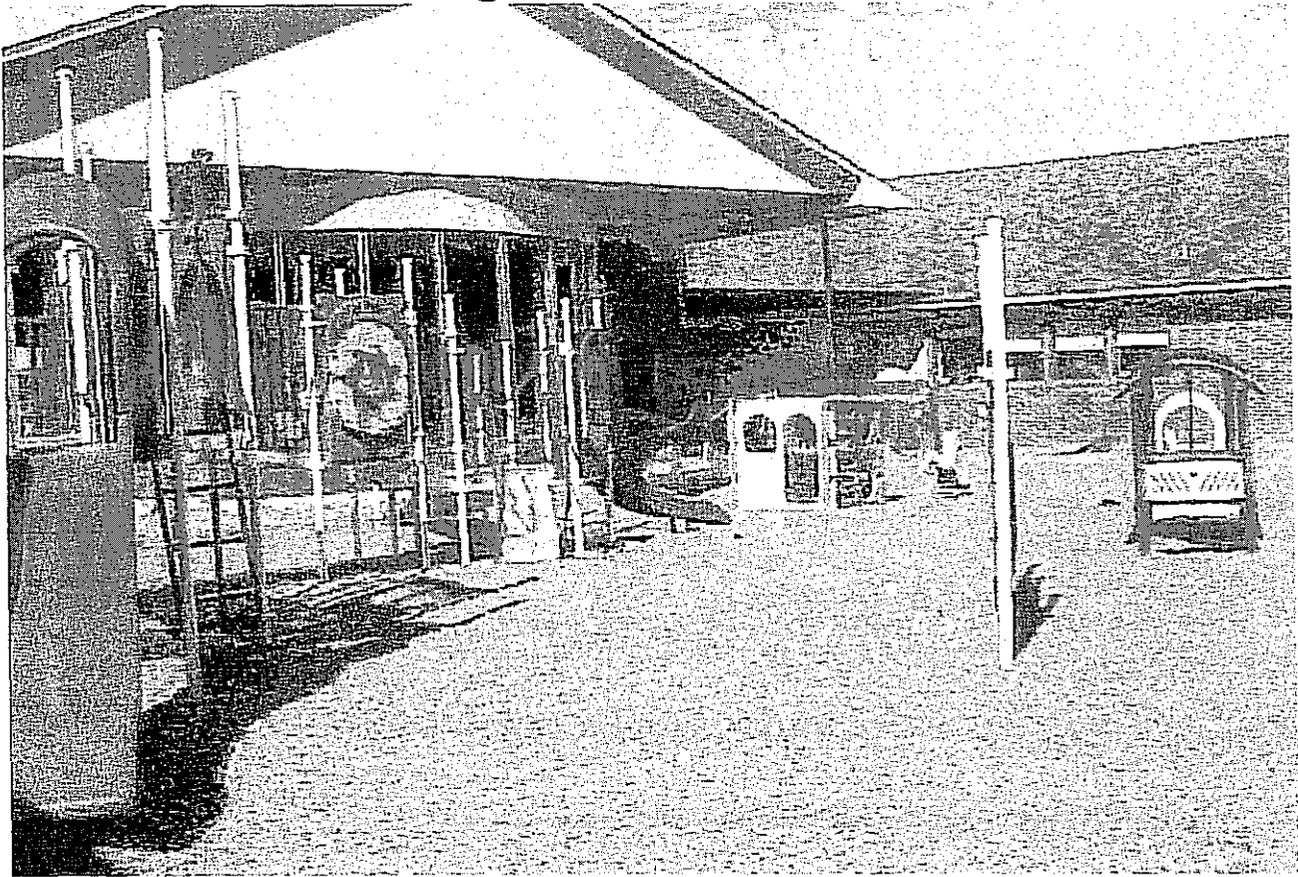
Extra-Curricular Activities

Award Winning Red Cross Club	Student Leadership Council	Adventure Club
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[Central Elementary Homepage](#)

Welcome to Grace Living Center

An Intergenerational Program



Jenks Public Schools

Central Prekindergarten at Grace Living Center

Depending on space availability, residents east and west of the river may, upon parent request, attend the prekindergarten program and extended kindergarten at Grace Living Center, 601 N. 5th Street. Parents of students living east of the river will be responsible for transporting their students to and from Grace Living Center. The Board of Education approved a contract with Grace Living Center to form a community partnership which promotes the interaction of senior citizens with the youngest members of our school, the four-year-old children and kindergarteners.

There are two classrooms accommodating half-day schedules of forty four year-olds and a class of extended-day kindergarten students. The current kindergarten class is comprised of last year's four year olds thus implementing a "looping" concept. The facility has an on-site playground in addition to the two classrooms. The common activities area allows for personal interaction between the elderly and the children. It is set up as a town square with a soda fountain, a beauty shop, a library, and an aviary. This partnership provides children with the opportunity to interact with and gain from the knowledge, experience, and wisdom of the elderly. The Grace Living Center prekindergarten and kindergarten public school classes are

the first intergenerational program of this kind being housed within a nursing home.



Grace Living Center

- Grace Living Center Liaison.....Elaine Arnold, 299-4415 x2392
-

Administration

- Sandi Tilkin, Principal, [E-mail](#)
-

Staff

- Kindergarten Teacher-----Jamie Lazalier, [E-mail](#)
 - Teacher Assistant-----Eva Hale, [E-mail](#)
 - Pre-K Teacher-----Angela Timmons, [E-mail](#)
 - Teacher Assistant-----Gail Pilling, [E-mail](#)
-

[Return to Homepage](#)

Plan of Conservation & Development Update From the Town Planner

January 7, 2004

The Lands of Unique Value study has now been completed and can be viewed on the Town's Web page (www.mansfieldct.org) by following links from the Planning and Zoning Commission and Plan of C&D update. You may need to "refresh" the Plan of C&D page. Hard copies will soon be available for review at the Planning Office and Town Library. Staff is still working with the consultant to ensure full use of the digital mapping using Town equipment and software. Upon resolution of a few mapping issues, the LUV mapping will be able to be modified for incorporation into a finalized Town plan. This project has generated a significant amount of useful planning and land use data that will facilitate completion of the Town's plan update, implementation of future land use regulations and appropriate land use decisions.

During the next few months' staff will be working with a subcommittee of the Planning and Zoning Commission and other Town committees to complete a draft plan update for presentation to the public. In addition to input received in the past two years from citizens and standing committees, consideration is being given to the recently updated Windham Regional Land Use Plan, and pending updates to Uconn's Master Plan and The Connecticut Policies Plan for Conservation and Development. Currently, it is anticipated that a public hearing or hearings on a Mansfield Plan update will be held this spring with approval by the Planning and Zoning Commission and Town Council soon thereafter.

Preliminary recommendations presented at a June 16th public hearing will be considered in preparing the draft plan update. These preliminary recommendations and the PZC Plan of C&D Committee's agendas and minutes are being posted on the Town's web page www.mansfieldct.org (linked via the Planning and Zoning Commission page). Mansfield's 1993 Plan of Conservation and Development also is available at the web page.

New input and ideas will continue to be welcomed and all citizens are encouraged to participate in our efforts to plan Mansfield's future land uses. Mansfield's Town Planner, Gregory Padick serves as the primary contact and Mr. Padick can be reached at 860.429.3330 or PadickGJ@MansfieldCT.org.

www.mansfieldct.org

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