



TOWN OF MANSFIELD
TOWN COUNCIL MEETING
MONDAY, November 8, 2004
COUNCIL CHAMBERS
AUDREY P. BECK MUNICIPAL BUILDING
7:30 p.m.

AGENDA

	Page
CALL TO ORDER	
ROLL CALL	
APPROVAL OF MINUTES	1
OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL	
OLD BUSINESS	
1. Issues Regarding the UConn Landfill, Including the UConn Consent Order, Public Participation Relative to the Consent Order and Well Testing (Item #4, 10-12-04 Agenda)	11
2. University Spring Weekend and Campus/Community Relations (Item #2, 10-27-04 Agenda) (no attachment)	
NEW BUSINESS	
3. Acceptance of Max Felix Drive	39
4. Code Enforcement Relocation Plan	43
5. 2005 Child Daycare Contract Application.....	53
6. Social Services Block Grant Application.....	59
7. Request from Cambridge, Massachusetts re: Casualties from the War in Iraq.....	63
DEPARTMENTAL REPORTS	65
REPORTS OF COUNCIL COMMITTEES	
REPORTS OF COUNCIL MEMBERS	
TOWN MANAGER'S REPORT	
FUTURE AGENDAS	
PETITIONS, REQUESTS AND COMMUNICATIONS	
8. CCM Candidate Bulletin – “Early Childhood Education: Improving the Quality of Life in our Towns and Cities”	107
9. CCM Candidate Bulletin – “Keep Working Farms in Connecticut”	113
10. CCM Candidate Bulletin – “State Mandates on Towns and Cities”	119

11. Connecticut Resources Recovery Authority re: Status Report.....	127
12. Connecticut Department of Public Health re: Estimated Populations in Connecticut as July 1, 2003	131
13. C. van Zelm re: September 30, 2004 Progress Report	135
14. Mansfield Downtown Partnership re: November 10, 2004 Presentation	137
15. M. Berliner re: Downtown Mansfield Revitalization and Enhancement Project.....	139
16. G. Padick re: Draft Municipal Development Plan (MDP) and Permitting Process.....	141
17. Connecticut Department of Corrections re: Capacity and Population at Bergin Correctional Institute.....	147
18. S. and M. Shifrin re: Kirby Mill	149
19. Mansfield Planning Office re: UConn Students Enrolled at Storrs Campus, 1985-2004	151
20. <i>Kerrigan v. State of Connecticut, et al</i>	153

EXECUTIVE SESSION

REGULAR MEETING-OCTOBER 25, 2004-MANSFIELD TOWN COUNCIL

Deputy Mayor Gregory Haddad called the regular meeting of the Mansfield Town Council to order at 7:36 p.m. in the Council Chamber of the Audrey P. Beck Municipal Building.

I. ROLL CALL

Present: Blair, Haddad, Hawkins, Koehn, Paulhus, Redding, Schaefer
Absent: Clouette, Paterson

II. APPROVAL OF MINUTES

Ms. Blair moved and Mr. Paulhus seconded to adopt the minutes with corrections.

So passed unanimously.

III. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

Maria Gogarten-Boekes, 968 Warrenville Road, read a statement urging the adoption of the policy regarding the use of LEED standards.

See attached letter.

Scott Lehmann, 532 Browns Road, spoke in favor of the resolution regarding the use of LEED building standards for Municipal buildings. However, he inquired as to where is the proof that a building is not cost effective. He felt there needed to be some clarification, but in general the resolution was great.

Ruth Moynihan, 37 Farrell Road, representing the CFRG, (Citizens for Responsible Growth), read notes regarding the Mansfield Town Council's resolution on sustainable building practices. The group supports this resolution but urged the Council to postpone decision for two weeks in order for Council members to attend the Sustainable Building Workshop. This will be held Nov. 3, 2004, in the Council Chamber of the Audrey P. Beck Municipal building.

See Attachment

Betty Wassmundt, 54 Old Turnpike Road, expressed concern over the plant bittersweet. It has become an evasive plant and she was asking if the Council could educate residents on how to control the plant on their land.

Maria Gogarten-Boekels, Ph.D.
968 Warrenton Road
Mansfield Center, CT 06250

10/25/2004

As a Mansfield resident I am here tonight to urge the town council to adapt the policy regarding the use of LEED Standards for municipal buildings. This policy will make sure that all buildings that the town of Mansfield erects in the community are state of the art in their overall environmental impact.

In the proposed version of the policy, which was on the table already two weeks ago, the LEEDS, or the leadership in energy and environmental design standards would only be used as a guideline. **I would even go a step further and propose that these rules should be mandatory.**

Using these standards or energy efficiency, will help make Mansfield a town that can live up to the standards of its environmentally conscious citizens.

The more expensive oil becomes the more profitable it will be to have municipal buildings, which use energy in the most efficient manner. However, saving large amounts of money is not the only reason why the town should have up to date environmental design standards.

The town would be setting an example for the Mansfield Downtown Development Partnership and possibly even the university by adopting this policy. Also with more local contractors gaining experience with environmental standards and their practical application it becomes more likely that the average family home in town will have elements of this environmentally friendly design.

Buildings constructed according to these standards are more comfortable and user-friendly and enjoy a very high occupancy rate on the free market and overall it can only be beneficial to adopt these LEEDS standards for our town.

Notes regarding the Mansfield Town Council resolution on sustainable building practices

1. CFRG is sponsoring a workshop, to be led by a representative from The Green Roundtable (located in Cambridge Mass), covering sustainable building techniques, LEED certification, and the financial (and other) costs and benefits of LEED certification. This workshop is scheduled for Wednesday November 3, from 5:30 to 7:30PM, to be held in the Council chambers. We invite the town council members to attend this workshop, which should answer a number of outstanding questions regarding this resolution. We request that the vote on this resolution be postponed for another 2 weeks, to follow the workshop.
2. In response to the age-old question of the bottom line: We are informed by experts who have trained LEED professionals, and who carefully monitor the costs of LEED projects, that the construction of buildings using these standards is essentially equivalent in cost to construction of conventional buildings. (This does not include the additional long-term cost savings due to energy efficiency of LEED buildings.) The comparable construction costs, however, can require a seasoned sustainable design professional. As an example: the incorporation of higher glazing on windows increases a building's energy efficiency, enabling the use of a smaller heating system. If these considerations are included from the beginning of the design, those cost benefits can be realized. If, however, the glazing is included as an afterthought, simply to achieve a LEED design credit, the cost benefit of a smaller heating system is lost. Again, we strongly encourage town council members to attend the upcoming CFRG workshop to learn more about these considerations and the potential financial savings.
3. We are in favor of required LEED certification of projects to ensure that the standards are carefully considered during the design process. The resolution does not make this requirement. Since certification is not required, we would like to know what incentives will be used to ensure that the practices are indeed followed.
4. Regarding the costs of LEED certification: The up-front charges for certification are minimal in comparison with the budget of a building project. A building project less than 75,000 square feet would cost the Town less than \$3,000. The fee scales up based on the building's footprint, and would reach a maximum of \$9,500 for the Town for projects greater than 300,000 square feet. (See below for detail.) In addition to these charges, there is additional time and effort involved in providing the documentation for achieving certification. This can be a great deal of effort if the design team is inexperienced with LEED. If, however, a seasoned sustainable building professional is a part of the design team and responsible for the documentation, the costs of this phase of design are not significant. We feel that these costs are well-justified in ensuring that the good intentions of this resolution are realized.
5. If the council finds that LEED certification is not a feasible requirement for town projects, we strongly recommend that funds be allocated to train town staff. We additionally strongly recommend that language be included in the resolution stating that consultants with LEED-accredited staff, and/or with a history of building successful LEED-certified projects, be preferred when hiring for the design of town projects.
6. We suggest that a minimum LEED standard be included in the resolution. The resolution reads that the town shall "use the most recent version of LEED certification standards as a benchmark," however the standards are simply a list of 60-plus potential credits. To achieve certification, only a certain number of these credits must be achieved: a minimum of 26 are required to be LEED certified at the lowest level.

USGBC Charges for LEED Certification

	Less than 75,000 Square Feet	75,000 - 300,000 Square Feet	More than 300,000 Square Feet
Registration			
Members	\$750.00	\$0.01 per Square Foot	\$3,000.00
Non-Members	\$950.00	\$0.0125 per Square Foot	\$3,750.00
Certification			
Members	\$1,500.00	\$0.02 per Square Foot	\$6,000.00
Non-Members	\$1,875.00	\$0.025 per Square Foot	\$7,500.00

Bottom line for the Town of Mansfield:

75,000 s.f. project

membership fee: \$ 500 (annual)
 registration fee: \$ 750
 certification fee: \$1,500
 Total: \$2,750

>300,000 s.f. project

membership fee: \$ 500 (annual)
 registration fee: \$3,000
 certification fee: \$6,000
 Total: \$9,500

Leona Marcus, 78 Ellise Road, spoke of the importance of the Leeds resolution. However she did say that a building that is too airtight is not healthy. Proper building materials must be used. She suffers from multiple chemical sensitivities.

Judith Mordkoff, 934 Storrs Road, spoke of many concerns regarding the work on the gas line along Storrs Road. She has found that the project has greatly disturbed her life as well as others in that area. The construction work has continued well after dark with large spotlights and noise even at 1:00 a.m. She requested the Council to ask the University of Connecticut to send her the information she had requested. She also stated that Rte 195 needed to be resurfaced as soon as possible due to the project.

IV. OLD BUSINESS

1. Resolution Regarding the Use of LEED Building Standards for Municipal Buildings

Mr. Schaefer moved and Mr. Hawkins seconded to remove from the table the Leed Building Standards.

So passed unanimously.

Mr. Schaefer moved and Ms. Koehn seconded that effective October 25, 2004, to issue the attached resolution regarding the use of "LEED" building standards for municipal buildings.

Discussion followed. Two changes were made: ...renovation, unless this cannot be accomplished...Changes were accepted by maker and seconder of the motion.

Vote was unanimously to issue the attached resolution.

2. University Spring Weekend and Campus/Community Relations

No action taken.

V. NEW BUSINESS

3. Proposed Conservation Easement, 97 Hunting Lodge Road

Mr. Hawkins moved and Mr. Paulhus seconded that effective October 25, 2004, to refer the University of Connecticut Foundation's proposed conservation easement on 97 Hunting Lodge Road to the Planning and Zoning



*Town of Mansfield
Resolution*

Regarding the Use of "LEED" Building Standards for Municipal Buildings

WHEREAS, the Town of Mansfield is dedicated to the compatible goals of energy efficiency, environmental protection and economic growth; and

WHEREAS, the Town of Mansfield is dedicated to the environmental health and safety of its employees, and to efficient and effective work environments; and

WHEREAS, municipal government should assume a leadership role in promoting the efficient use of energy and natural resources in the interests of the long-term protection and enhancement of our environment, our economy and the health of our citizens and future generations; and

WHEREAS, the Town enjoys a unique and timely opportunity to design, construct and renovate buildings for the 21st century that will be adequate to serve the needs of its citizens and employees for years to come and that will realize reduced operating costs over the span of a building's life cycle; and

WHEREAS, the US Green Building Council's Leadership in Energy and Environmental Design (LEED) is a voluntary, consensus-based, market-driven green building rating system for new and existing commercial and institutional buildings that is used to determine what constitutes sustainable building by national standards; and

WHEREAS, it is in the best interests of the people of Mansfield that all municipal buildings be constructed, expanded or renovated as modern facilities of the 21st century, combining the most energy-efficient design, the most environmentally sustainable systems, and maximum access and benefit to employees and the public.

NOW, THEREFORE, BE IT RESOLVED, that it shall be the policy of the Town of Mansfield to finance, plan, design, construct, manage, renovate, maintain and decommission its facilities and buildings to be sustainable. Town staff and its architects and building committees are hereby directed to use the most recent version of LEED certification standards as a benchmark to achieve maximum energy efficiency and

environmental sustainability relevant to the scope of the new construction or major renovation, unless this cannot be accomplished on a cost-effective basis, considering construction and operating costs over the life cycle of the building being constructed, expanded or renovated. The Town encourages the use of higher LEED rating levels, if feasible, for all facilities and buildings.

All municipal department heads whose responsibilities include planning, designing, constructing or renovating Town-owned facilities shall be responsible for ensuring compliance with this policy.

Certified a true copy of a resolution adopted by the Town of Mansfield at a meeting of its Town Council on October 25, 2004, and which resolution has not been rescinded or modified in any way.

Joan E. Gerdson
Town Clerk

Date

SEAL

Commission, the Conservation Commission, the Open Space Advisory Committee and the Inland Wetlands Commission, for review and comment.

So passed unanimously.

4. Vantagecare RHS Employer Investment Program (EIP)

Director of Finance, Jeffrey Smith, was present to address questions of the Council.

Ms. Blair moved and Mr. Hawkins seconded that effective October 25, 2004, to approve the attached "Resolution for Adoption of the Vantagecare RHS Employer Investment Program," and to authorize staff to transfer the assets held within the Medical Pension Trust Fund into the new Employer Investment Program account.

So passed unanimously.

VI. DEPARTMENTAL REPORTS

Flu Vaccine Shortage.

Suggestion that when flu clinics are scheduled to put them on the Town's website.

VII. REPORTS OF COUNCIL COMMITTEES

Personnel Committee

Mr. Paulhus reminded Council to return evaluations of the Town Manager.

VIII. REPORTS OF CONCIL MEMBERS

Mr. Paulhus stated that he and Mr. Hawkins were present at the University of Connecticut to greet the Governor.

Mr. Paulhus and Ms. Koehn were present today at the raising of the UN flag following a program in the Council Chamber. This was in celebration of UN Day.

IX. TOWN MANAGER'S REPORT

Town Manager handed out a letter from April Holinko thanking the Mansfield Community Center staff for providing outstanding programs for the teens in Town.

Town Manager inquired if all members of the Council were getting the UConn Landfill Update brochure. It was suggested to have copies placed in other offices.

Town Manager stated that the Rte 195 would have permanent repairs done to it after the election.

X. FUTURE AGENDAS

Mr. Schaefer will be introducing a motion at the next Council meeting to read out the names of American men and women who have been killed in the fighting in Iraq at the beginning of each Council meeting. See Pg. 85 in the packet regarding City Hall, Cambridge Massachusetts.

XI. PETITIONS, REQUESTS AND COMMUNICATIONS

5. W. Topliff re: Update of Local Ambulatory Vehicle Exemption

6. Department of Public Works Press Release: "Maple Road to be Closed to Through Traffic"

7. Town of Mansfield November 2, 2004 Federal and State Election

8. G. Schimmel re: Mansfield Public Schools Enrollment

9. J. Mordkoff re: Work on Gas Line Along Storrs Road

By consensus the Council requested that the Town Manager send a letter to the University of Connecticut asking the University to send a response to J. Mordkoff's request for information on the gas line project. The Council will approve the letter.

10. Connecticut Department of Public Health News Release:" State Reports Bird Positive for West Nile Virus Found in Mansfield-Bird Testing Concluded for the 2004 Season"

11. Honorable J. Rell re: State Ethics Policy

12. Cambridge MA City Council re: War in Iraq

13. June 15, 2004 Minutes of the UConn Master Plan Advisory Committee

14. Windham Region Transit District re: Notice of Fare Increase

15. National League of Cities re: Freddie Mac Early Childhood Challenge

XII. EXECUTIVE SESSION

Not needed.

XIII. ADJOURNMENT

Ms. Blair moved and Mr. Paulhus seconded to adjourn the meeting at 8:45 p.m.

So passed unanimously.

Elizabeth Paterson, Mayor

Joan E. Gerdson, Town Clerk



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: *Martin H. Berliner*
Martin H. Berliner, Town Manager
CC: Matt Hart, Assistant Town Manager
Date: November 8, 2004
Re: Issues Regarding the UConn Landfill Including the UConn Consent Order,
Public Participation Relative to the Consent Order and Well Testing

Subject Matter/Background

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

Attachments

- 1) Interim Monitoring Report, August 2004 Sampling Round #15
- 2) Progress Report – October 2004

Haley & Aldrich, Inc.
800 Connecticut Blvd.
Suite 100
East Hartford, CT 06108-7303

Tel: 860.282.9400
Fax: 860.282.9500
HaleyAldrich.com



Letter of Transmittal

Date 21 October 2004
File Number 91221-611
From Richard P. Standish

To Connecticut Department of Environmental Protection
Water Management Bureau/PERD
79 Elm Street
Hartford, Connecticut 06106-5127

Attention Raymond L. Frigon, Jr.
Copy to C. Franks, USEPA
B. Toal, CTDPH
R. Miller, EHHD
M. Berliner, Town of Mansfield
S. Soloyanis, Mitretek Systems
J. Pietrzak, UConn
J. Kastrinos, Haley & Aldrich

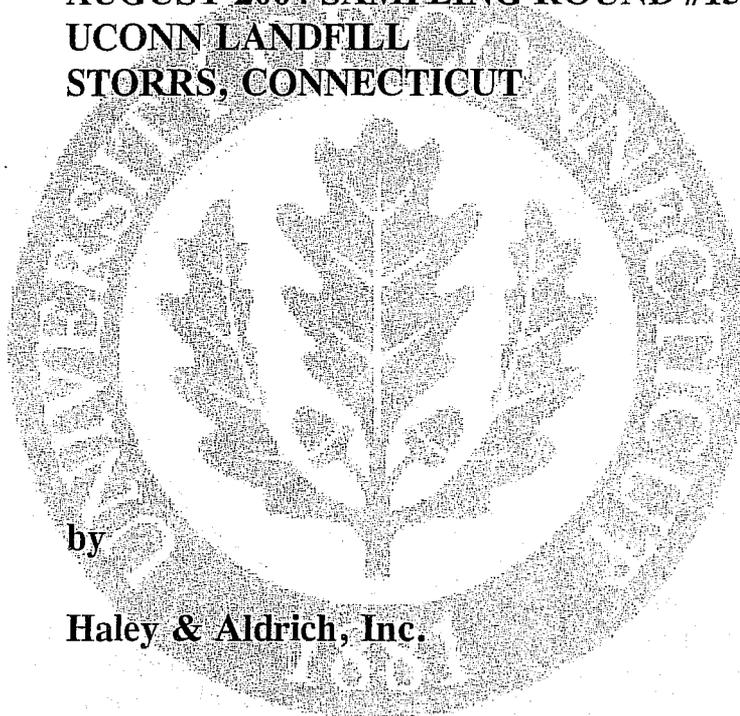
Subject UConn Landfill
Interim Monitoring Program Report

Copies	Date	Description
1 each	October 2004	Interim Monitoring Program Report August 2004 Sampling Round #15

Transmitted via First class mail Overnight express Hand delivery Other

Remarks

**INTERIM MONITORING PROGRAM REPORT
AUGUST 2004 SAMPLING ROUND #15
UCONN LANDFILL
STORRS, CONNECTICUT**



by

Haley & Aldrich, Inc.

for

**University of Connecticut
Storrs, Connecticut**

**File No. 91221-611
October 2004**

Haley & Aldrich, Inc.
800 Connecticut Blvd.
Suite 100
East Hartford, CT 06108-7303
Tel: 860.282.9400
Fax: 860.282.9500
HaleyAldrich.com

**HALEY &
ALDRICH**

15 October 2004

Connecticut Department of Environmental Protection
Water Management Bureau/PERD
79 Elm Street
Hartford, Connecticut 06106-5127

Attention: Raymond L. Frigon, Jr.

Subject: Interim Monitoring Program Report
August 2004 Sampling Round #15
UConn Landfill
Storrs, Connecticut

Ladies and Gentlemen:

The following certification is being submitted to the Department of Environmental Protection in accordance with the terms as delineated in the Consent Order No. SRD-101 issued 26 June 1998 for the document specified below:

OFFICES

Boston
Massachusetts

Cleveland
Ohio

Dayton
Ohio

Detroit
Michigan

Kansas City
Kansas

Los Angeles
California

Manchester
New Hampshire

Parsippany
New Jersey

Portland
Maine

Rochester
New York

San Diego
California

Santa Barbara
California

Tucson
Arizona

Washington
District of Columbia

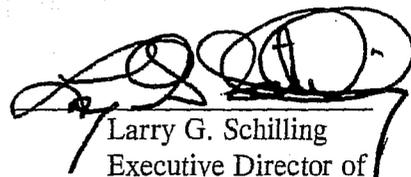
- Interim Monitoring Program Report
August 2004 Sampling Round #15
UConn Landfill
Storrs, Connecticut

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.

Agreed and accepted as stated above:



Richard P. Standish, P. G., LEP
Vice President
Haley & Aldrich, Inc.



Larry G. Schilling
Executive Director of
A & E Services
University of Connecticut

G:\PROJECTS\91221\CERTLTR40.doc

TABLE OF CONTENTS

	<u>Page</u>
LIST OF TABLES	i
LIST OF FIGURES	i
I. INTRODUCTION	1
II. SCOPE OF PROGRAM	2
III. SAMPLING PROCEDURES	4
IV. SUMMARY OF RESULTS	5

LIST OF TABLES

Table No.	Title
I	Summary of Analytical Results

LIST OF FIGURES

Figure No.	Title
1	Interim Monitoring Program Sampling Locations

I. INTRODUCTION

This Interim Monitoring Program (IMP) Report was prepared pursuant to the Consent Order # SRD-101 between the State of Connecticut Department of Environmental Protection (CTDEP) and the University of Connecticut (UConn) regarding the solid waste disposal area north of North Eagleville Road (Landfill and Chemical Pits) and the former disposal site in the vicinity of Parking Lot F (F Lot). An initial IMP was submitted on 25 September 1998 in response to the Department of Environmental Protection's (CTDEP) June 30, 1998 letter to Earth Tech Inc. regarding review comments of the UConn Landfill Closure Plan. The existing monitoring program was discontinued in 1999 in lieu of the sampling being conducted during the Phase I Hydrogeologic Investigation. This IMP was implemented in order to monitor shallow ground water, surface water, and active residential well water quality until the program required pursuant to paragraph B.4.e of the Consent Order is implemented.

A revised IMP was submitted to CTDEP on 22 November 1999 for review and approval. UConn received comments on the IMP in early February 2000 and a meeting was held between UConn representatives and CTDEP on 9 February 2000 to discuss the addition of several active residential water supply wells to the IMP. In May, UConn received a letter from CTDEP specifying the active residential wells to be added to the IMP. Access permission letters were received from the affected property owners and the initial round of IMP sampling was conducted in September and October 2000 in conjunction with a groundwater sampling round for the hydrogeological investigation of the landfill, former chemical pits, and F Lot area.

In August 2001, five active residential wells supplying water to six homes that were included as part of the IMP, were connected to UConn's water system. A letter dated 28 September 2001 was prepared and submitted by Haley & Aldrich, Inc., on the behalf of UConn, to the CTDEP requesting that these five wells serving 194, 197, 203, 204, 207 and 208 North Eagleville Road, be eliminated from sampling as part of the IMP. UConn received approval of the request in a letter dated 10 October 2001, from the CTDEP. In January 2002, 222 Separatist Road was also connected to UConn's water system therefore; it has been eliminated from the IMP.

In January 2003, in accordance with Consent Order SRD-101, Haley & Aldrich submitted a Comprehensive Hydrological Investigation Report and Remedial Action plan (CHIR and RAP) on behalf of UConn. The report presented findings of the hydrogeologic investigation; a conceptual site model; a long-term monitoring plan; a request for technical impracticability variance for groundwater; proposed conceptual remedial actions; and schedules for design specification presentations as well as construction implantation.

On 5 June 2003, the CTDEP issued a letter conditionally approving the CHIR and RAP. One of the conditions required UConn to connect the residences at 10, 11, 21, 22 and 28 Meadowood Road; and 213 and 219 North Eagleville Road to the University's water supply system.

In May 2004, the residences were connected to the UConn's water supply system (with the exception of 22 Meadowood Road at the homeowner's request) therefore; 10 and 11 Meadowood Road; and 213 and 219 North Eagleville Road, previously monitored as part of the IMP were not sampled this round.

Since the initiation of the IMP in September 2000, groundwater samples have been submitted to the Environmental Research Institute (ERI) for analysis. On 25 September 2003, in light of investigations being conducted at ERI by federal and state agencies, the CTDEP issued a letter to the University requesting subsequent groundwater samples collected as part of the IMP be submitted to a private laboratory certified by the Department of Public Health.

Groundwater samples collected in August 2004, also referred to as Round #15, were submitted to Phoenix Environmental Laboratories, Inc., in Manchester, Connecticut for analysis. Details of this sampling event are documented in this report. Subsequent sampling will be conducted on a quarterly basis.

II. SCOPE OF PROGRAM

Twenty (20) monitoring locations were identified to be sampled in this round, seven monitoring wells for shallow groundwater, five locations for surface water, and eight active residential water supply wells. All IMP sampling locations are shown on Figure 1.

Seven shallow groundwater monitoring wells sampled were:

- Well 7 (previous existing well destroyed January 2003/replaced May 2003)
- Well 11 A (previous existing well);
- Well 13 (previous existing well);
- MW - 101 (installed July/August 1999);
- MW - 103 (installed July/August 1999);
- MW - 105 (installed July/August 1999); and
- MW - 112 (installed July/August 1999).

In addition, four surface water monitoring locations were sampled:

- SW-A;
- SW-B;
- SW-D; and
- SW-E.

Note: Location SW-C was dry, therefore could not be sampled this round.

In previous rounds, the CTDEP required UConn to conduct quarterly sampling of thirteen active residential wells in locations south and southwest of the landfill. The locations were selected to represent bedrock water supply wells in the areas closest to the landfill in the direction of groundwater flow. In May 2004, four of the original 13 wells monitored were connected to the University's water system, therefore were not included in this round. Additionally, 157 Separatist Road was sold and permission to continue monitoring the drinking water at this location has not yet been obtained from the new owner. The residential wells sampled were:

- 65 Meadowood Road;
- 143 Separatist Road;
- 202 Separatist Road;
- 206 Separatist Road;
- 219 Separatist Road;
- 3 Hillyndale Road;
- 233 Hunting Lodge Road; and
- 55 Northwood Road.

Residential wells previously monitored but not included in this IMP sampling round were:

- 213 North Eagleville Road (connected to water system);
- 219 North Eagleville Road (connected to water system);
- 10 Meadowood Road (connected to water system);
- 11 Meadowood Road (connected to water system); and
- 157 Separatist Road (permission needs to be obtained from new owner).

Samples collected from the monitoring wells, surface waters and residential water supply wells located at 3 Hillyndale Road, 233 Hunting Lodge Road, 65 Meadowood Road, and 55 Northwood Road were analyzed for the following parameters:

- Volatile Organic Compounds (VOCs)
- Semi-Volatile Organic Compounds (semi-VOCs)
- Chlorinated Herbicides
- Extractable Total Petroleum Hydrocarbons (ETPH)
- Organochlorine Pesticides
- Polychlorinated Biphenyls (PCBs)
- Total metals
- Other Inorganic Parameters (e.g. ammonia, nitrates, alkalinity, etc.)
- Field Screening Data (e.g. turbidity, conductivity, etc.)

Samples collected from eight of the remaining active domestic water supply wells were analyzed for VOCs only.

For this sampling round, all groundwater and surface water samples were submitted to Phoenix Environmental Laboratories, Inc. (Phoenix Laboratories) of Manchester, Connecticut for analysis.

Due to scheduling difficulties, Eastern Highlands Health District (EHHD) was unable to obtain split samples from residential locations for this sampling round.

Specific analytical methods and method reporting limits for these parameters are listed in Table I.

III. SAMPLING PROCEDURES

Sampling procedures and analytical methods for the groundwater monitoring wells and surface water samples were followed in accordance with the Supplemental Hydrogeological Investigation Scope of Work dated May 2000.

Sampling procedures for the residential water supply wells were conducted in accordance with procedures previously established by CTDEP and the DPH for the health consultation study completed in 1999. Samples were collected from the water supply system prior to treatment after running the tap for approximately eight minutes.

Samples from the residential water supply wells were analyzed using EPA drinking water methods as noted on the enclosed Table I.

IV. SUMMARY OF RESULTS

The analytical results from the August 2004 IMP round # 15 sampling are summarized in Table I. A discussion of the results below is organized by general sample types and locations - shallow groundwater monitoring wells, surface water samples, and active residential wells.

Shallow Groundwater Monitoring Wells

In general, results show typical landfill leachate impact in shallow groundwater from wells located on or near the northern and northwestern toe of the landfill slope (MW-101, MW-103, and MW-112) and southwest of the landfill near the head of the western tributary of Eagleville Brook (MW-105). These impacts are generally characterized by VOCs, ETPH, higher metals, and other indicator parameters such as higher chemical oxygen demand, higher chloride, higher conductivity, and lower dissolved oxygen and oxygen reduction potential (ORP). In this sampling round ETPH, PCBs, organochlorine pesticides and chlorinated herbicides were not detected in the wells. In general, VOC concentrations were slightly lower in MW-103, MW-105 and MW-112 and slightly higher in MW-101 than in the previous round # 14 collected in May 2004. In MW-101, MW-103 and MW-105, metal concentrations generally remained the same, but were slightly higher in MW-112 than in the previous round. Groundwater protection criteria were exceeded for benzene and chlorobenzene in MW101 and MW103.

Well B7 is considered a background quality monitoring well. No VOCs, semi-VOCs, chlorinated herbicides, organochlorine pesticides, ETPH or PCBs were detected in the groundwater from well B7. Metals and other parameters were within typical drinking water ranges.

Well B11A is located west of the landfill, not in an area of active landfill leachate migration in shallow groundwater. No VOCs, semi-VOCs, chlorinated herbicides, organochlorine pesticides, ETPH or PCBs were detected in the groundwater from well B11A. Metals and other parameters were within typical drinking water ranges.

Well B13 is located in the western tributary of the Eagleville Brook drainage. The on-going hydrogeologic investigation data has shown that it is likely that both landfill leachate and leachate from the former chemical pit area are migrating through the subsurface in the vicinity of B13. Similar to previous rounds, a trace level of chloroform was detected at this location. No semi-VOCs, chlorinated herbicides, organochlorine pesticides, ETPH or PCBs were detected above laboratory detection limits at this location. Metals and other parameters were within typical drinking water ranges.

Surface Water Samples

Four surface water samples were analyzed in this round of sampling. Unlike in previous rounds, Methyl t-butyl ether (MTBE) was detected at a trace level in the sample collected from SW-D. No semi-VOCs, chlorinated herbicides, organochlorine pesticides, ETPH or PCBs were detected in any of the surface water samples collected this round. Metals and other parameters were within typical surface water ranges.

Active Residential Wells

Three (65 Meadowood Road, 55 Northwood Road and 3 Hillyndale Road) of the four active residential wells analyzed for the full suite of parameters did not have any detectable concentrations of VOCs. Chloroform was detected at a trace concentration in the sample collected from 233 Hunting Lodge Road. No semi-VOCs, TPH, chlorinated herbicides, organochlorine pesticides, or PCBs were detected at any of these locations. Concentrations of metals detected in the water from 233 Hunting Lodge Road were elevated in comparison to previous rounds. Lead was detected at a concentration of 0.065 mg/l, above the drinking water protection criteria of 0.015 mg/l. The residence appeared to be unoccupied at the time of sample collection. In spite of allowing the water tap to run for several additional minutes prior to sample collection, the water was noted as being cloudy. The field reading for turbidity was 150 NTU as opposed to 1.6 NTU as in previous round #14. In the samples collected from 3 Hillyndale Road and 65 Meadowood Road, copper was detected above surface water protection criteria; however the concentrations were below drinking water criteria. All other metals and drinking water parameters were detected within acceptable ranges.

Of the four active residential water supply wells sampled for VOCs only, two wells did not contain VOCs above method reporting limits. Two active residential wells located at 206 and 219 Separatist Roads, contained chloroform at trace concentrations, below state action levels. These results are consistent with findings from previous sampling rounds. No other VOCs or compounds were detected above method reporting levels.



University of Connecticut
*Office of the Vice President and
Chief Operating Officer*

Office of Environmental Policy

Richard A. Miller
Director

October 29, 2004

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)
PROGRESS REPORT – OCTOBER 2004
UNIVERSITY OF CONNECTICUT LANDFILL, STORRS, CT
PROJECT # 900748**

Dear Mr. Frigon:

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

- Remedial Action Plan Implementation, Landfill and Former Chemical Pits
- UConn Landfill Closure
- Update on Extension of Water Service - Meadowood and North Eagleville Roads
- UConn F-Lot Landfill Closure
- UConn Landfill Interim Monitoring Program
- 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 2004
- Schedule for Compliance (Revision No. 3)
- Listing of Project Contacts
- Reports
- Certification

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

An Equal Opportunity Employer

31 LeDoyt Road Unit 3055
Storrs, Connecticut 06269-3055

Telephone: (860) 486-8741
Facsimile: (860) 486-5477

**CTDEP Consent Order
Progress Report – October 2004
October 29, 2004**

Remedial Action Plan Implementation, Landfill and Former Chemical Pits

The Construction Manager (CM) represents UConn on the job and will also be the liaison for issues that may arise in the community during construction. While the design and implementation plan tried to anticipate problems during construction, if any problems arise the on-site manager will be the person to address them as quickly as possible. Pre-Construction Phase Services required by UConn that are to be provided by the Construction Manager include the following tasks:

- Prepare and submit Preliminary Construction Cost Estimates
- Update project regarding cost and schedule impacts of additional work requested by UConn
- Update project regarding cost and schedule impacts based on CTDEP and ACOE approved permit requirements when received including the wetland mitigation plan
- Prepare and submit a Dust Control Plan and prepare and submit a Contractor Health & Safety Construction Safety Plan
- Prepare and Submit a Construction Manager's Construction Schedule
- Preparation of Preliminary Construction Schedule
- Attend Pre-Construction Meetings
- Attend Public Meeting

UConn Landfill Closure

Project Status Background

On June 26, 1998, the CTDEP issued a Consent Order to UConn. 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.

The CTDEP and the U.S. Army Corps of Engineers New England District (ACOE NE) are completing their reviews of the Final Wetlands Mitigation Plan and a number of project permit submittals related to the closure of the former landfill and chemical pits. CTDEP expects to announce a 30-day comment public comment period on the Wetland Mitigation Plan before the end of 2004.

**CTDEP Consent Order
Progress Report – October 2004
October 29, 2004**

Location

The Study Area includes the former UConn landfill, former chemical pits and F-Lot, which are located in the northwest corner of the UConn campus. The area is bordered by North Hillside Road to the east/northeast, Cedar Swamp Brook to the north and west, and Hillyndale Road to the south.

The Study Area is located primarily on the UConn campus, with residential areas to the west and commercial areas to the south of the landfill and F-Lot. Businesses in the commercial district include gas stations and a Connecticut Light and Power (CL&P) electrical substation along North Eagleville Road. The landfill and its environs are abutted by a number of UConn facilities, including the Motor Pool, Central Warehouse, the UConn Facilities Management/Operations Departments, parking areas, and the water pollution control facility (WPCF). UConn dormitories, classrooms, and a parking garage are located southeast of the Study Area along North Eagleville Road.

The residential areas near the Study Area include single-family homes and a number of apartment complexes. The closest residential property to the Study Area is a student apartment complex known as Celeron Square. Celeron Square is located immediately west/northwest of the landfill and former chemical pits area.

Closure

The closure and post-closure recommendations for the landfill in consideration of current site conditions and the proposed post-closure use were presented in the Closure Plan. The age and character of the landfill, volume of waste, the presence of an interim cover, the topographical configuration of the site, landfill gas management requirements, and the need to accommodate time-related site settlement resulting from waste consolidation were considered as part of closure plan development. Closure plan design has also been developed to provide a stable veneer above the waste, minimize water infiltration to the landfill waste mass, manage surface water runoff, and limit the potential for erosion.

Redevelopment

The site redevelopment scheme and specific information for post-closure redevelopment is provided in the Remedial Action Plan (RAP) and Interim Monitoring Plan (IMP). Post-closure redevelopment and use is proposed as part of the closure approach. With regulatory approval, UConn intends to construct a parking lot on the landfill and continue to use the F-Lot area as a parking lot. An environmental land use restriction (ELUR) will be placed on the landfill area, the chemical disposal pits, and F-Lot to protect the landfill cap and limit site use. Elements of the closure include:

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

**CTDEP Consent Order
Progress Report – October 2004
October 29, 2004**

UConn is proposing to install tennis courts near the intersection of North Hillside Road and the proposed access roadway to the landfill/parking lot. The tennis courts are not part of the landfill project and are being permitted separately. Due to the configuration of the proposed tennis courts and associated structures (including a team facilities building, seven parking spaces, and a stormwater infiltration basin), the proposed roadway alignment has shifted slightly to the north. A wetland area that was delineated in connection with the tennis courts.

Post-closure development at the site, along with the post-closure use plans, were prepared in accordance with the requirements of the Solid Waste Management Regulations and the Remedial Standard Regulations (RSRs). Further, post-closure use design considered the need to:

- Maintain the integrity of the final cover;
- Provide for long-term maintenance of the final cover;
- Protect public health, safety, and the environment;
- Mitigate the effects of landfill gas both vertically and laterally throughout post-closure;
- Maintain final cap integrity considering site settlement and post-closure use; and
- Landfill Closure and Redevelopment Objectives.

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.

Haley & Aldrich and Mason & Associates have prepared a detailed Mitigation/Restoration Plan and conducted an on-site meeting with the ACOE NE and with the United States Environmental Protection Agency (EPA). Comments from CTDEP were also addressed.

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. On May 24, 2004 a letter response to comments from the CTDEP on the ACOE Application was submitted.

**CTDEP Consent Order
Progress Report – October 2004
October 29, 2004**

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 that 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.

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

Narrative Report -Nature of Construction

The project consists of capping of the former UConn landfill and former chemical pits area. Paved parking areas are planned on the top, relatively flat portion of the landfill. Drainage from the parking areas will be managed by a proposed stormwater drainage system. Leachate interceptor trenches are proposed to the north and south of the landfill to intercept leachate-contaminated groundwater that would otherwise discharge to adjacent streams and wetlands.

CTDEP Consent Order
Progress Report – October 2004
October 29, 2004

Contaminated sediments will be remediated by excavation, dewatering and placement of sediments in the landfill prior to final grading and capping. Excavation, filling and construction activities will be required along the perimeter of the landfill to consolidate landfill refuse that was disposed of in areas now comprised of wetlands. The closure of the UConn landfill and former chemical pits is an integrated approach designed to manage contaminated sediments and solid waste through consolidation and capping, and collect leachate-contaminated groundwater to prevent discharge to waters of the State of Connecticut.

Intended Sequence of Operations

The following is a sequential list of the proposed operations:

- Mobilization, Site Preparation, and Stormwater/Erosion Control
- Staging of field offices and related equipment
- Security fencing
- Construction of service roads
- Contaminated Sediment Removal and Relocation
- Waste Consolidation
- Leachate Interceptor Trench (LIT) Construction
- Installation of Pre-Cast Concrete Buildings
- Land reshaping and grading
- Cover System Installation
- Road and Parking Lot Construction
- Project Completion, Demobilization and Closeout

Area of Disturbance

Approximately 2.58 acres of wetland will be disturbed by landfill closure and removal of contaminated sediment north and south of the landfill. Approximately 1.39 acres of wetland will be permanently filled during the project.

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. A landowner response has been received by UConn to remediate sediments, continue to collect samples, and to install wells.

Interim Monitoring Program Update

The IMP Report will follow the initiation of Round #15 IMP Sampling and will be distributed to CTDEP and others.

Wetlands Mitigation

Based on coordination with the various regulatory agencies, a proposed wetland mitigation plan has been developed in accordance with the ACOE New England District "New England District Mitigation Guidance" and "New England District Mitigation Plan Checklist" dated December 15, 2003. The

**CTDEP Consent Order
 Progress Report – October 2004
 October 29, 2004**

wetland mitigation plan has evolved in response to guidance received from the CTDEP and ACOE. Alternative wetland mitigation sites were evaluated.

Some or all of these sites will be used to create wetlands by excavating and removing fill and natural soils to a pre-determined depth below the water table. The excavated materials will be used to backfill sediment remediation areas within existing wetlands adjacent to the landfill. Principal criteria used in the evaluation of mitigation area suitability were:

- Site construction should not disturb valuable wildlife habitat.
- Site hydrology must be reliable to support desired wetland hydroperiod.
- Sites should be isolated from human activity.

Other components of the Mitigation Plan include restoration of wetland areas disturbed by waste consolidation, landfill closure or sediment remediation, establishing an open space corridor and controlling invasive species. The wetland mitigation program's main goal is to provide compensation for wetland functions and values that will be adversely affected by the proposed site remediation. As documented in the Owner's Section 404 Permit Application and associated "Wetland Assessment: UCONN Landfill" (Wetland Assessment), the principal wetland function of the affected wetlands is wildlife habitat. Water quality improvement, sediment retention, and education are also important functions. Approximately 1.79 acres of wetland will be permanently lost to remediation activities. Wetlands that will be temporarily disturbed as a result of proposed sediment remediation total approximately 2.7 acres.

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

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. The table that follows notes to which residences water system connections were made.

Table 1 Residences Connected to UConn Water System and Well Abandonment Responses

<u>Address</u>	<u>Water Service Connection</u>	<u>Well Abandonment</u>
10 Meadowood Road	Completed	Completed
11 Meadowood Road	Completed	Completed
21 Meadowood Road	Completed	Completed
28 Meadowood Road	Completed	Completed
213 North Eagleville Road	Completed	Completed
219 North Eagleville Road	Completed	Completed

Residence Not Connected

22 Meadowood Road	Rejected	Rejected
-------------------	----------	----------

MCC Construction (MCC) has completed the field work for residential water system connections and well abandonment noted above

**CTDEP Consent Order
Progress Report – October 2004
October 29, 2004**

UConn F-Lot Landfill Closure

In the summer and fall of 1999, interim closure of F-Lot was undertaken by installing cover materials including a liner and pavement, which expanded the parking area to the north.

UConn Landfill Interim Monitoring Program (IMP)

IMP sampling continued during this period. Twenty-five 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 thirteen active residential water supply wells. On August 13, 2004 Interim Monitoring Report May 2004 Sampling Round #14 was submitted to CTDEP.

Closure Schedule Following CTDEP Approvals

- Preparation of Bid Documents - Weeks 1-4 (Completed)
- Hire Project Construction Management - Weeks 2-3 (Completed)
- 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

Phoenix Environmental Laboratories, Inc. (Phoenix) is located in Manchester, CT, and is an independent State-certified laboratory (<http://www.phoenixlabs.com/Profile.html>). UConn is utilizing Phoenix for project analytical analyses.

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.

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

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

Public Availability Review Session

There were no public availability sessions held during this reporting period. The permitting process undertaken for the UConn landfill and former chemical pits will take place with a public meeting in within the next several months.

The last step in the preparation for the closure of the UConn landfill and former chemical pits will take place with a public meeting within the next several months on the project permits, which include:

- Section 404 Individual Permit (U.S. Army Corps of Engineers)
- Inland Wetlands and Watercourses Permit and 401 Water Quality Certificate
- Flood Management Certificate
- General Permits for Discharge of Groundwater Remediation Wastewater to a Sanitary Sewer (possible modification to existing permit)

**CTDEP Consent Order
Progress Report – October 2004
October 29, 2004**

- General Permit for Discharge of Stormwater and Dewatering Wastewaters from Construction Activities
- Combined Permit for Disruption of a Solid Waste Closure Area, Landfill Closure, and Post-Closure Use

The CTDEP will accept comments on the permits at the Public Meeting. Final review of the permit applications is ongoing, and the Public Meeting date and comment period will be announced. The article below summarizes the final documents under review, including the Wetland Mitigation Plan, the Section 404 Individual Permit application to the Army Corps of Engineers and related permit applications to CTDEP. UConn has contracted with O&G Industries of Torrington, CT, to act as Construction Manager for the closure construction. GZA GeoEnvironmental, Inc. will act as a subcontractor to provide environmental and geotechnical engineering services on the project. O&G's Project Manager will participate in the Fall Public Meeting to meet members of the community.

UConn Project Web Site

UConn announced in Spring 2003 that a new web site would 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. Continued the review of permitting and design work comments for landfill and former chemical pits remediation based on draft Remedial Action Plan. Consultant has 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 (RAP), 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, and various other responses to regulatory comments on permit applications.

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, conducted and interpreted borehole geophysical surveys, and is 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.

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

**CTDEP Consent Order
Progress Report – October 2004
October 29, 2004**

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.

Environmental Research Institute: ERI's work tasks included Final Supplemental Hydrogeologic Investigation Scope of Work contribution and reviews. ERI is presently not conducting any sample analyses as part of the UConn Landfill project and IMP. ERI had completed groundwater profiling and soil gas surveys, along with public meeting preparation.

Discussion on Activities Completed in October 2004

UConn:

- Held pre-construction services discussions with the Construction Manager
- Coordinated surveying service requirements

Haley & Aldrich:

- Continued design and permitting work for landfill and former chemical pits remediation based on RAP
- Review of proposed well abandonment program and permanent discrete zone monitoring system program
- Review and submittal of Round 15 sampling data for the IMP.

Epona:

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

USGS:

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

Mitretek:

- Continued review of permitting and design work for landfill and former chemical pits remediation based on RAP
- Review of proposed well abandonment program and permanent discrete zone monitoring system program
- Review of Round 15 sampling for the IMP

Phoenix:

- Conducted analyses of sampling from IMP and additional residential areas

ERI:

- No analyses conducted

**CTDEP Consent Order
 Progress Report – October 2004
 October 29, 2004**

RVA:

- UConn Update preparation
- Continued to communicate with public and respond to public queries
- Discussed public meeting issues with staff and CTDEP

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 (completed items in italics) Updated October 19, 2004		
Consent Order Deliverable	Contents	Dates of Presentations and Submittals to CTDEP
UConn Landfill and Former Chemical Pits — Ecological Assessment	Results of Ecological Assessment and Implications of the Assessment on Evaluation of Remedial Alternatives	January 9, 2002 (presentation completed); April 11, 2002 (interim report submitted*)
UConn Landfill and Former Chemical Pits — Conceptual Site Model (CSM), impact on bedrock groundwater quality	CSM details and supporting geophysical, hydrological, and chemical data	February 7, 2002 (presentation completed) April 8, 2002 (interim report submitted*)
Remedial alternatives for the UConn Landfill, former chemical pits, F-Lot, and contaminated ground water	Report will be included as the Remedial Action Plan in the Comprehensive Report	June 13, 2002 (presentation completed)
Comprehensive Hydrogeologic Report and Remedial Action Plan - integration of information in all interim reports and all previous reports	<ul style="list-style-type: none"> ▪ Results of Comprehensive Hydrogeologic Investigation ▪ Remedial Action Plan ▪ Long Term Monitoring Plan ▪ Schedule (to include public and agency review, permitting, design, and construction) ▪ Post-Closure ▪ Redevelopment Plan for the UConn Landfill and F-Lot 	August 29, 2002 (presentation**) October 31, 2002 (Comprehensive Report Submitted to CTDEP)
Comprehensive Final Remedial Action Plan Report	Release of Report and Plan for CTDEP and public review of remedial design	January 2003

**CTDEP Consent Order
Progress Report – October 2004
October 29, 2004**

Schedule for Compliance (Revision No. 3) Hydrogeologic Investigation of UConn Landfill, F-Lot, and Former Chemical Pits, Storrs, Connecticut (completed items in italics) Updated October 19, 2004		
Consent Order Deliverable	Contents	Dates of Presentations and Submittals to CTDEP
Remedial Action Design to include comprehensive interpretive design of the Landfill final cap	Detailed design drawings and specifications of the preferred remedial alternative(s)	A Technical Review Committee Meeting was held Wednesday, June 25, 2003. Summer 2003 (Comprehensive Design Submittal) A public review session for the UConn landfill design took place at the Town of Mansfield, September 3, 2003.
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	July 2003 through 2004 (Contractor selection June/July 2004 Notice of Award Sent to O&G) REVISED ****
Initiation of Construction of Approved Remedial Option	Selection of contractors and the beginning of Pre-Construction Phase Services and construction of approved remedial options	On-going 2004 Mobilize contractor(s) (Contingent on Construction Timetable ***) REVISED ****
Initiation of Long Term Monitoring Plan (LTMP)	IMP sampling continues quarterly.	On-going 2004 REVISED ****
Completion of Remedial Construction	Comprehensive final as-built drawings and closure report for the UConn Landfill, former chemical pit area.	January 2006 - 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	January 2006 (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 will be addressed.
- ** Results will not be complete until evaluation of data from MW 208R, if permission to drill from the property owner is received or an alternate is approved.
- *** Contingent on CTDEP approvals, construction timetable based on bidding market, weather conditions, numerous permitting issues, along with State and local reviews and conditions.
- **** Updated October 19, 2004

**CTDEP Consent Order
Progress Report – October 2004
October 29, 2004**

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 Street (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 Street
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
University of Connecticut, Environmental Policy
31 LeDoyt Road, Unit 3038
Storrs, CT 06269-3038
(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

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

CTDEP Consent Order
Progress Report – October 2004
October 29, 2004

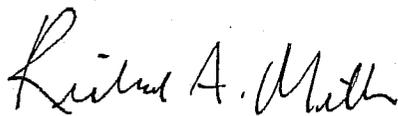
Certification

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,



Richard A. Miller, Esq.
Director
Office of Environmental Policy

RAM/JMP

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
Linda Flaherty-Goldsmith, UConn
Charles Franks, USEPA
Todd Green, GZA
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
Wendy Koch, Epona
Prof. George Korfiatis, Stevens Institute of
Technology
George Kraus, UConn
Dave Longo, O&G
Chris Mason, Mason & Associates
Peter McFadden, ERI
David McKeegan, CTDEP
Robert Miller, Eastern Highlands Health District
Greg Oneglia, O&G
Elsie Patton, CTDEP
James Pietrzak, UConn
Susan Soloyanis, Mitretek
Rick Standish, Haley & Aldrich
Brian Toal, CTDPH
William Warzecha, CTDEP

THIS PAGE LEFT

BLANK

INTENTIONALLY



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: *Martin H. Berliner*
Martin H. Berliner, Town Manager
CC: Lon Hutzgren, Director of Public Works; Gregory Padick, Town Planner; Grant Meitzler, Assistant Town Engineer
Date: November 8, 2004
Re: Acceptance of Max Felix Drive

Subject Matter/Background

The engineer of the Maplewoods Subdivision Section 2 believes that Max Felix Drive is now in substantial compliance with the approved subdivision plans, and is requesting that the town accept the road into the town's local road system.

Financial Impact

When the town accepts a road, it generally assumes the responsibility for maintaining that road. Maintenance costs vary widely depending on road type, usage and traffic patterns.

Recommendation

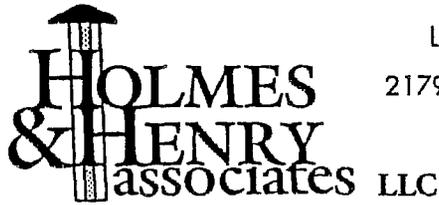
In keeping with our customary practice, staff recommends that the Town Council refer this matter to staff and the Planning and Zoning Commission for review and comment. Once we have developed a recommendation, we will bring this matter back to the Council for action.

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

Move, effective November 8, 2004, to refer the acceptance of Max Felix Drive to staff and the Planning and Zoning Commission for review and comment.

Attachments

1. October 28, 2004 correspondence from Holmes & Henry, Associates, LLC
2. October 12, 2004 correspondence from Mr. Michael M. Taylor



CONSULTING ENGINEERS
LAND SURVEYORS • LAND PLANNERS
2179 BOSTON TPKE • COVENTRY, CT 06238
PHONE (860) 742-0340
FAX (860) 742-0355

October 28, 2004

Mansfield Planning and Zoning Commission
Town of Mansfield
4 South Eagleville Road
Storrs, CT 06268

Re: Max Felix Drive, Maplewoods Subdivision Section 2
Completion of work for road acceptance

Dear Members,

I have made a final inspection of Max Felix Drive and find it to be in substantial compliance with the approved subdivision plans for Maplewoods Subdivision Section 2. All necessary road and drainage work has been completed and, except for the minor punch list items below, meets the requirements of the plans. Also, the wood chip hiking trail and parking for two cars has been constructed. By letter dated Sept. 14, 2004 our firm certified that all property monumentation had been set.

Items

1. CL&P to install an intersection street light on the existing pole
2. Contractor to widen and taper the notch in the south side of the double catchbasin at station 7+50

Sincerely,

W. Donald Holmes P.E.

cc: Martin Berliner
Greg Padick
Grant Meitzler
Phil Desiato
Michael Taylor

REC'D OCT 14 2004

MICHAEL M. TAYLOR

ATTORNEY AT LAW

P. O. Box 476
Storrs, Connecticut 06268

Tel.: 860-429-8891

E-mail: tmcorp@charterinternet.com

Fax: 860-429-6857

Martin Berliner
Town Manager
Mansfield Town Offices
4 South Eagleville Road
Storrs, CT 06268

October 12, 2004

Re: MaxFelix Dr; Acceptance of Road

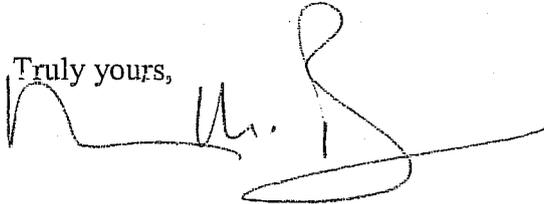
Dear Martin:

I am writing to request Town acceptance of MaxFelix Drive and that our present Performance Bond be changed in designation to the mandatory 1 year Maintenance Bond.

Holmes and Henry is sending the required letter to the PZC indicating that all necessary work has been completed and all the conditions called for under the Conditions of Approval have been satisfied.

Please feel free to contact me should you have any questions or comments.

Truly yours,



Michael M. Taylor

Cc: Don Holmes
Phil DeSiato

THIS PAGE LEFT

BLANK

INTENTIONALLY



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: *Martin Berliner*
Martin Berliner, Town Manager
CC: Kevin Grunwald, Director of Social Services; Matt Hart, Assistant Town Manager
Date: November 8, 2004
Re: Code Enforcement Relocation Plan

Subject Matter/Background

In January of this year, the Town Council approved a Code Enforcement Relocation Plan for the town. Written pursuant to the provisions of the Uniform Relocation Assistance Act (URAA) and the Connecticut General Statutes, the purpose of the plan is to establish a policy for the fair and equitable treatment of persons displaced by code enforcement activities.

The plan was primarily based upon various model policies that are in force around the state. Some time after its approval, we realized that we needed to amend the plan to make it more compatible with some of our local practices and procedures, particularly with respect to the state building and fire codes. Consequently, we are now presenting the Council with a revised Relocation Plan that has been prepared by the Town Attorney in consultation with our Department of Social Services and key code enforcement staff. Staff will be available at Monday night's meeting to address any questions that the Council may have.

Financial Impact

State law does require that the town bear certain costs in regard to the relocation of persons displaced from housing by virtue of municipal code enforcement activities. The plan does cap the town's responsibility for housing costs to \$4,000.00 per incident. In addition, the town may also be responsible for costs associated with the moving and the storage of the displaced tenant's personal property.

Legal Review

As stated above, the Town Attorney is the primary drafter of the proposed plan.

Recommendation

While not a municipal ordinance, the Relocation Plan will serve as an official town policy and be codified in the Code of Ordinances. Consequently, staff recommends that the Town Council schedule a public hearing to solicit public comment on the revised plan. If the Council agrees with this recommendation, the following motion is in order:

Move, effective November 8, 2004, to schedule a public hearing for 7:30 p.m. at the Town Council's regular meeting on November 22, 2004, to solicit public comment regarding the revised Code Enforcement Relocation Plan.

Attachments

- 1) Revised Code Enforcement Relocation Plan



Town of Mansfield
Code Enforcement Relocation Plan
November 8, 2004 Draft

I. PURPOSE

This Relocation Plan is adopted by the Town of Mansfield pursuant to the provisions of the Uniform Relocation Assistance Act ("URAA"), Connecticut General Statutes Sec. 8-266 et. seq., and URAA Regulations, Connecticut Agencies Regulations Sec. 8-273-1 through Sec. 8-273-41.

Connecticut General Statutes Sec. 8-266 states that the purpose of the URAA "is to establish a uniform policy for the fair and equitable treatment of persons displaced by...code enforcement activities..."

In furtherance of the stated purpose, the Town promulgates this Relocation Plan for the provision of URAA benefits and assistance to individuals and families displaced by the Town's code enforcement activities as a result of substandard conditions.

II. ADMINISTRATIVE STRUCTURE

Determination of displacement and provision of relocation benefits and assistance under this Relocation Plan shall be accomplished by cooperative effort of Town of Mansfield Code Enforcement Officials and the Social Services Official of the Town of Mansfield in consultation with all other appropriate Town agencies, including the Town Attorney.

III. APPLICATION PROCESS

Upon notice from any occupant of any building who believes that building is unfit for occupancy or upon notice from a Town of Mansfield Code Enforcement Official, the Social Services Official shall immediately provide the occupant with an *Application for Relocation Assistance* (attached hereto as Exhibit A) and *Notice of Rights and Services* (Exhibit B). At the same time, the Social Services Official shall also notify the owner of the property of the occupant's application and the owner's potential liability for relocation benefits (See Exhibit C, *Notice of Potential Liability*).

Along with a completed application, the occupant may file an inspection report by a Town agency in support of the occupant's claim for relocation benefits and assistance. If no such report is filed with the application, the Social Services Official shall forward a copy of the completed application to the appropriate Code Enforcement Official together with a request that an inspection of the property and written report be completed within five (5) business days.

IV. DETERMINATIONS OF DISPLACEMENT

- A. Any determination that a property constitutes a threat to the health and safety of the occupant is made by an appropriate Town Code Enforcement Official under the particular standards regulating the work of that appropriate Code Enforcement Official. Upon making such determination, the Code Enforcement Official will notify the Social Services Official. If an inspection resulting in any such determination is completed on premises whose occupant has not filed an application, the Social Services Official will immediately invite the occupants to apply for benefits under the URAA. The Social Services Official will at the same time provide the occupant with *Notice of Rights and Services* and provide the owner with *Notice of Potential Liability*.
- B. If, upon inspection by the appropriate Town Code Enforcement Official applying standards required to be used by that particular Official, it is found that the property is in such a condition as to constitute an immediate and serious threat to the health and safety of the occupant, the occupant shall be immediately determined by the Social Services Official to be a displaced person under the URAA. Within three (3) business days of the date of the determination, the Social Services Official shall provide an adult occupant and the property owner with *Notice of Displacement*, attached as Exhibit D.
- C. Procedure for property which does not constitute an immediate threat to health and safety:
1. If, the appropriate Town Code Enforcement Official, applying standards required to be used by that Official, determines that the property is in such condition that it does not constitute an immediate threat to the health and safety of the occupant, the Social services Official shall proceed as follows:
 - a. Determine, in consultation with the appropriate Code Enforcement Official, on the basis of the totality of the circumstances, including but not limited to the seriousness of the condition(s), their effect on the occupant, and the owner's capacity to remedy them, a reasonable deadline by which the owner must complete the necessary repairs or incur the consequences of a determination that the occupant has been displaced under the URAA; and
 - b. Provide as soon as possible to the owner a written notice (*Notice to Owner* – Attachment F is reserved for this notice in the event that a standard format is developed in the future) informing him/ her of any such deadline. This notice shall include a copy of any inspection report or key findings of that report. A copy of the notice shall be delivered to the occupant.
 2. Immediately following the expiration of any such deadline, in cooperation with the appropriate Code Enforcement Official, the Social Services Official shall cause the property to be re-inspected. If the Code Enforcement Official concludes that any of the identified unsafe conditions have not been remedied to the extent that the premises are habitable, the Social Services Official shall:
 - a. Determine the occupant to be displaced and notify the Human Services Official to provide an adult occupant and the property owner with *Notice of Displacement*; or
 - b. Determine under the totality of the circumstances in consultation with the appropriate Code Enforcement Official that the necessary repairs will soon be made and offer the

owner the option of temporarily relocating the occupant to adequate replacement housing until the conditions are remedied, by providing the owner with a *Temporary Relocation Proposal*, attached as Exhibit G.

- (i) If the owner fails to either remedy the conditions or agree to a temporary relocation within three (3) business days thereafter, issue *Notice of Displacement* to the occupant and the owner;
- (ii) If the owner agrees to temporarily relocate the occupant, the owner shall sign a *Temporary Relocation Agreement*, attached as Exhibit H, and accomplish the temporary relocation at the owner's expense within a reasonable time frame established by the Town.
- (iii) Once a re-inspection shows to the Town's satisfaction that the conditions have been remedied, the owner shall restore the occupant to the building at the owner's expense.
- (iv) If the Social Services Official in consultation with the Code Enforcement Official determines that it is in the best interests of the occupant, it may permit a temporary relocation of the occupant by the owner at any time after the Town issues *Notice to Owner* to the property owner.

3. If at any time after a Town of Mansfield Code Enforcement Official initially finds the existence of conditions that violate health and safety standards of the applicable local code, the owner informs the Town that s/he cannot or will not make the necessary repairs, the Town shall immediately issue a *Notice of Displacement* to the occupant and owner.
4. If it is determined by the Social Services Official in consultation with the appropriate Code Enforcement Official that it is in the best interests of the occupant, the Social Services Official may grant an extension of any deadline set in applying section IV.C. of the Plan.

V. RELOCATION OF DISPLACED PERSONS

A. General

1. The Town of Mansfield shall file this Relocation Plan with the State of Connecticut Department of Economic and Community Development, together with the information required by the Connecticut General Statutes Sec. 8-281, for the approval of the Commissioner of Economic and Community Development.
2. Town of Mansfield Code Enforcement Officials together with the Social Services Official shall administer a relocation program for persons displaced from property by the Town's code enforcement activities. The program shall include such measures as may be necessary to ensure that, prior to displacement by code enforcement activities, there will be available to every displaced person a replacement dwelling which is:
 - a. "decent, safe, and sanitary," as that term is defined in URAA Regulations Sec. 8-273-4 (a);

- b. in an area not generally less desirable than the area in which the displacement dwelling is located in regard to public utilities and public and commercial facilities;
 - c. reasonably accessible to the displaced person's place of employment; and
 - d. available at a price or rental within the financial means of the displaced person.
3. The Social Services Official shall ensure that a copy of this Relocation Plan is provided to every appropriate Town agency or department. Upon request, a copy of this Relocation Plan shall be provided at no expense to any indigent person.

B. Relocation Benefits and Assistance

1. Within two (2) business days of issuing *Notice of Displacement* to any displaced person, the Social Services Official shall mail a *Request for Priority Consideration* (attached hereto as Exhibit I) to the Mansfield Housing Authority.
2. Also within two (2) business days of issuance of *Notice of Displacement* to any displaced person, the Social Services Department shall move the displaced person and his or her family and personal property from the displacement dwelling to a permanent replacement dwelling. If no permanent replacement dwelling is then available, the displaced person and his or her family and personal property shall be moved from the displacement dwelling to a temporary replacement dwelling. If no temporary replacement dwelling is then available, the displaced person and his or her family shall be moved to emergency housing, normally the Holy Family Home and Shelter, 88 Jackson Street, Willimantic, CT, or if that is unavailable, to the Access Emergency Shelter, 51 Reynolds Street, Danielson, CT, and the personal property of the displacee(s) shall be placed in storage, if necessary.

Notwithstanding the provisions of the preceding paragraph, if a displaced person elects to receive the fixed cash payment described in Section V. (B) (4) in lieu of actual and reasonable moving and storage expenses, the Town shall be under no obligation to move or store personal property owned by the displaced person and his or her family.

3. The Social Services Official shall permit any displaced person who elects to have the Town move and store his or her personal property to choose from a mover from a list of moving companies to be maintained by the Town. The moving company selected shall, at the sole expense of the Town, pack, crate, and transport the displaced family's personal property, including household appliances owned by the family. If a temporary or permanent replacement dwelling is not then available, the Town shall arrange for the storage of the personal property. The Town's obligation to move a displaced family's personal property shall extend to subsequent moves from storage to a permanent replacement dwelling, from storage to a temporary replacement dwelling to a permanent replacement dwelling. The Town shall insure all personal property against loss or damage while being moved and while in storage. The Town's moving obligation shall include the cost of removing, reinstalling, and reconnecting all household appliances owned by the displaced family.
4. The Social Services Official shall provide a fixed cash payment to any displaced person who elects to receive such a payment in lieu of actual and reasonable moving expenses. The payment shall be made with the next Town payment cycle after the date of the

request. The exact amount of the fixed cash payment shall be determined in accordance with URAA Regulations Sec. 8-273-3.

5. The Social Services Official shall assist the displaced family to relocate to a permanent replacement dwelling which is a "comparable dwelling" as that term is defined in URAA Regulations Sec. 8-273-4(a) and 8-273-4(b). Any proposed permanent replacement dwelling shall be inspected to determine whether or not it is "decent, safe, and sanitary," as that term is defined in URAA Regulations Sec. 8-273-4(a).
6. Any displaced person who actually and lawfully occupied the displacement dwelling for at least 90 consecutive days immediately before the date of displacement and who subsequently rents a permanent replacement dwelling shall receive a replacement housing payment of not more than \$4,000.00. The amount of the replacement housing payment shall be determined in accordance with URAA Regulations Sec. 8-273-32, and shall be 48 times the monthly rent paid by the displaced person for the permanent replacement dwelling diminished by 48 times the average monthly contract rent the displaced person or family had agreed to pay during the three months immediately before the date of displacement; or (b) if that average monthly rent was not reasonable, 48 times the monthly economic rent for the displacement dwelling determined by the Social Services Official of the Town of Mansfield.

After a displaced person has rented and occupied a permanent replacement dwelling, the Social Services Official shall make the replacement housing payment directly to him or her, unless requested by the displaced person to make the payment directly to the lessor.

Replacement housing payments shall be made in monthly installments upon receipt of verification that the displaced person or family still occupies the replacement dwelling.

Upon request of a displaced person who has not yet rented a proposed permanent replacement dwelling which has been found to be decent, safe, and sanitary by the appropriate Town agency, the displaced person will receive a replacement housing payment on the date that he or she rents and occupies the proposed permanent replacement dwelling. The Social Services Department shall further certify in writing what the total amount of the replacement housing will be, which amount shall be determined in accordance with URAA Regulations Sec. 8-273-32. Attached hereto as Exhibit J is the *Certificate of Eligibility* to be submitted by the Social Services Official to the lessor at the election of the displaced person.

7. Any displaced person who actually and lawfully occupied the displacement dwelling for at least 90 consecutive days immediately before the date of displacement and who subsequently purchases a permanent replacement dwelling shall receive a replacement housing payment of not more than \$4,000.00. The amount of the replacement housing payment shall be determined in accordance with URAA Regulations Secs. 8-273-27(b), 8-273-31, and 8-273-34, and shall be that amount necessary for the displaced person to (a) make the down payment on the permanent replacement dwelling required for a conventional mortgage loan; and (b) pay the incidental expenses described in URAA Regulations Sec. 8-273-31.

The Social Services Official shall pay the full amount of the first \$2,000.00 of the required down payment. The Social Services Official shall pay 50 percent of the remainder of the

down payment, and the displaced person must provide the other 50 percent of the remainder of the down payment.

After a displaced person has purchased and occupied a permanent replacement dwelling, the Social Services Official shall make the replacement housing payment directly to him or her, unless requested by the displaced person to make the payment directly to the seller.

Upon request of a displaced person who has not yet purchased a proposed permanent replacement dwelling which has been found to be decent, safe, and sanitary by the appropriate Town agency, the Social Services Official shall certify in writing to the lending agency, financial institution, or other interested party that the displaced person will receive a replacement housing payment on the date that he or she purchases and occupies the proposed permanent replacement dwelling. The Social Services Department shall further certify in writing what the total amount of the replacement housing payment will be, which amount shall be determined in accordance with URAA Regulations Secs. 8-273-27(b), 8-273-31, and 8-273-34. Attached hereto as Exhibit K is the *Certificate of Eligibility* to be submitted by the Social Services Department to the lending agency, financial institution, or other interested party.

8. In accordance with URAA Regulations Sec. 8-273-39, if two or more families, or an individual and a family, occupy the same displacement dwelling, each individual or family who chooses to relocate separately shall be entitled to a separately computed replacement housing payment. However, two or more individuals, not a family, who occupy the same displacement dwelling pursuant to the same rental agreement, shall be treated as a single family in computing a replacement housing payment.
9. If a permanent replacement dwelling is not available at the time of the initial move from a displacement dwelling, or at the expiration of a displaced person's stay in an emergency shelter, the Social Services Department shall assist the displaced family or individual to relocate to a temporary replacement dwelling. A temporary replacement dwelling must meet the standards for "adequate replacement housing" set forth in URAA Regulations Secs. 8-273-4(a) and 8-273-4(c).

The provisions of Secs. 47a-2(1) and 47a-2(4) C.G.S. shall apply to the occupancy of temporary replacement dwellings by displaced persons.

In no event shall a displaced individual or family remain in a temporary replacement dwelling permanently; the Social Services Department shall help the displaced individual or family to relocate to a permanent replacement dwelling as soon as possible under the circumstances.

10. If neither a permanent replacement dwelling nor a temporary replacement dwelling is available at the time of the initial move from a displacement dwelling, the Social Services Department shall relocate the displaced individual or family to emergency shelter. For purposes of the Relocation Plan, emergency shelter means the Holy Family Home and Shelter, 88 Jackson Street, Willimantic, CT, or if that is unavailable, the Access Emergency Shelter, 51 Reynolds Street, Danielson, CT, or any other similar area facility. As soon as possible, the Human Services Department shall assist the displaced individual or family to relocate from emergency shelter to a permanent replacement dwelling or, if no permanent replacement dwelling is then available, to a temporary replacement dwelling.

VI. SPECIAL CIRCUMSTANCES – FIRE OR CASUALTY

If a dislocation is caused by fire or other casualty, this section of the relocation plan shall apply. If displacement is caused by local code enforcement activities subsequent to a fire or other casualty, other sections of this plan shall apply.

Sec. 47a-14. CGS outlines tenant remedies in the event that a dwelling unit is damaged or destroyed to an extent that it is not habitable. The remedy established in this section does not provide supports to tenants to prevent homelessness. In the event of loss of housing as a result of fire, hurricane, flood, tornado or other catastrophic occurrence, it shall be the goal of the Town to prevent displacement that results in homelessness. Town departments shall provide assistance as follows:

- A. The Social Services Official will coordinate services with the American Red Cross, emergency shelters and other charitable organizations.
- B. If, upon inspection and consultation with the property owner by the appropriate Code Enforcement Official, it is determined that the property might reasonably be returned to a safe and healthy condition, the Code Enforcement Official will report any such conclusion to the Social Services Official including, if possible, an estimated timetable for the completion of repairs necessary to return the premises to safe and healthy condition.
- C. If it is determined that code violations caused the event leading to dislocation, the Social Services Official will determine the occupant to be a displaced person as outlined in previous sections of this plan.
- D. In the event of fire or other casualty, it is expected that the property owner will move quickly to make necessary repairs so that the tenant will be able to return to the dwelling. The Code Enforcement Official may, in consideration of the provisions of the applicable Code, establish reasonable deadlines for the completion of repair work related to code violations that are created by fire or other casualty. If the property owner fails to comply with reasonable deadlines, the Code Enforcement Official may refer the case to the Social Services Official to determine if the occupant may be considered to be a displaced person as outlined in previous sections of this Plan.
- E. In the event that a person displaced by fire or other casualty is not eligible for other assistance, the Social Services Official may provide assistance to that person which may include but is not limited to the following:
 1. Referral to legal counsel.
 2. Pursuit of Fair Housing remedies.
 3. Referral to services provided by state agencies and private not for profit organizations.
 4. Provision of emergency financial assistance for moving expenses and/ or rental security deposits.

VII. MISCELLANEOUS RIGHTS AND RESPONSIBILITIES

- A. The Town's obligation under the URAA, URAA Regulations and this Relocation Plan to provide relocation assistance and benefits to displaced persons shall not be affected or diminished by the availability to such persons of other rights or remedies under state or federal law.
- B. A displaced person's decision to refuse a portion of the relocation assistance and benefits available to him or her under the URAA, URAA Regulations and this Relocation Plan shall not affect or diminish the Town's obligation to provide remaining relocation assistance and benefits to that person.
- C. Any displaced person aggrieved by any action on the part of the Town of Mansfield shall be advised by the Social Services Department of his or her right to appeal the Town of Mansfield's determination to the State of Connecticut Department of Economic and Community Development, and shall be provided with a copy of URAA Regulations Sec. 8-273-1, (attached hereto as Exhibit L).



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: *Martin Berliner*
Martin Berliner, Town Manager
CC: Matt Hart, Assistant Town Manager
Date: November 8, 2004
Re: 2005 Child Day Care Contract Application

Subject Matter/Background

Attached please find excerpts from the town's Child Day Care Contract Application to the Connecticut Department of Social Services to provide funding for the Mansfield Discovery Depot. The reimbursement rates for childcare slots for calendar year 2005 are anticipated to remain at the current rate for an award of \$213,928. As detailed in the contract application, the Discovery Depot is seeking funding to provide five slots for full time infant and toddler care, and 35 slots for full time preschool care.

Recommendation

Staff requests that the Council authorize the Town Manager to execute the contract, which provides the bulk of the funding for the operation of the Mansfield Discovery Depot.

The following resolution is suggested:

Resolved, that the Town Manager, Martin H. Berliner, is empowered to enter into and amend contractual instruments in the name and on behalf of the Town of Mansfield with the Department of Social Services of the State of Connecticut for a Child Day Care program for the Mansfield Discovery Depot, and to affix the corporate seal of the Town.

Attachments

- 1) Excerpts from contract application

Calendar 2005
Child Day Care Contract
Application/Data Form

Contract No: **078-CDC-32**

prepared for the:

Town of Mansfield
4 South Eagleville Road Town Hall
Mansfield, CT 06268

to be returned to:

Neil S. Newman
Program Assistance Supervisor
DSS Child Care Team
25 Sigourney Street
Hartford, CT 06106-5033

if you have questions, please call or e-mail:

(860) 424-5861 or neil.newman@po.state.ct.us

CHILD DAY CARE CONTRACT APPLICATION/DATA FORM

(PLEASE SIGN AND DATE AS APPROPRIATE – correcting incorrect and adding missing information)

Contractor's Name: Town of Mansfield (hereinafter referred to as Mansfield)

Street Address: 4 South Eagleville Road

City: Mansfield

State: CT

Zip: 06268

Telephone Number: (860) 429-3336

Fax Number: (860) 429-0646

FEIN Number: 06-6002032

Fin. Mgmt. Id: 05DSS3001QT

Name of Authorized Signatory: Martin H. Berliner

Title of Authorized Signatory: Town Manager

Authorized Signatory e-mail address: townmanager@mansfieldct.org

Name, Title and e-mail address of
Mansfield's Contract Contact: _____

Name of Mansfield's Finance Director: Jeffrey Smith

Title of Mansfield's Finance Director: Finance Director

The Town of Mansfield wishes to provide the following number of child care slots for the service "categories of care" identified:

- | | | | |
|----|-----------|---|------------------|
| a. | <u>5</u> | slots of full time infant and toddler care | _____ # of weeks |
| b. | <u>35</u> | slots of full time preschool care | _____ # of weeks |
| c. | <u>0</u> | slots of wraparound infant and toddler care | _____ # of weeks |
| d. | <u>0</u> | slots of wraparound preschool care | _____ # of weeks |
| e. | <u>0</u> | slots of full-time school age care | _____ # of weeks |
| f. | <u>0</u> | slots of part-time school age care | _____ # of weeks |

The child care slots identified above will be provided at the facilities listed below as identified by Department of Public Health (DPH) license number(s):

<i>please mark each box that applies</i>						<i>unaccredited facilities only</i>		
DPH	Lic Number	center	Infant/Toddler	Preschool	School Age	Meets Acc. Req. ¹	Contracted for in 2004	Date Accreditation Began
1.	13856	mdd	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
2.	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
3.	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
4.	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
5.	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
6.	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
7.	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
8.	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
9.	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
10.	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
11.	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
12.	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____

¹ is accredited or a Program Description has been filed with the accrediting agency

CHILD DAY CARE CONTRACT APPLICATION/DATA FORM

(PLEASE SIGN AND DATE AS APPROPRIATE – correcting incorrect and adding missing information)

BUDGET	COLUMN --	A (Weekly)	B (Weekly)	C	D
CATEGORIES OF CARE		MAXIMUM RATE	CONTRACT RATE	UNITS	TOTAL
1	Infant/Toddler (Std) (ft)	\$444.231	\$129.10		
2	Infant/Toddler (Title 1) (ft)	\$444.231	\$145.30		
3	Infant/Toddler (Accredited) (ft)	\$0.00	\$0.00		
4	Preschool (Std) (ft)	\$288.462	\$99.80		
5	Preschool (Title 1) (ft)	\$288.462	\$111.40		
6	Preschool (Accredited) (ft)	\$0.00	\$0.00		
7			Weekly Total		\$
8			Number of Weeks		x
9			SUBTOTAL		\$
10	Infant/Toddler (Std) (wa)	\$444.231	\$46.50		
11	Infant/Toddler (Title 1) (wa)	\$444.231	\$52.30		
12	Infant/Toddler (Accredited) (wa)	\$0.00	\$0.00		
13	Preschool (Std) (wa)	\$288.462	\$35.90		
14	Preschool (Title 1) (wa)	\$288.462	\$40.10		
15	Preschool (Accredited) (wa)	\$0.00	\$0.00		
16			Weekly Total		\$
17			Number of Weeks		x
18			SUBTOTAL		\$
19	Infant/Toddler (Std) (wa) (ft)	\$444.231	\$129.10		
20	Infant/Toddler (Title 1) (wa) (ft)	\$444.231	\$145.30		
21	Infant/Toddler (Accredited) (wa) (ft)	\$0.00	\$0.00		
22	Preschool (Std) (wa) (ft)	\$288.462	\$99.80		
23	Preschool (Title 1) (wa) (ft)	\$288.462	\$111.40		
24	Preschool (Accredited) (wa) (ft)	\$0.00	\$0.00		
25			Weekly Total		\$
26			Number of Weeks		x
27			SUBTOTAL		\$
28	School Age (Std) (ft)	\$127.818	\$99.80		
29	School Age (Title 1) (ft)	\$127.818	\$111.40		
30	School Age (Accredited) (ft)	\$0.00	\$0.00		
31			Weekly Total		\$
32			Number of Weeks		x
33			SUBTOTAL		\$
34	School Age (Std)	\$127.818	\$48.50		
35	School Age (Title 1)	\$127.818	\$54.00		
36	School Age (Accredited)	\$0.00	\$0.00		
37			Weekly Total		\$
38			Number of Weeks		x
39			SUBTOTAL		\$
40			GRAND TOTAL (lines 9+18+27+33+39) round total to the nearest whole dollar		\$ 213,928.00

CHILD DAY CARE CONTRACT APPLICATION/DATA FORM

(PLEASE SIGN AND DATE AS APPROPRIATE – correcting incorrect and adding missing information)

SINCE, IN THE PAST, MANSFIELD HAS USED A SUBCONTRACTOR TO PROVIDE CHILD CARE SLOTS, PLEASE REVIEW THE FOLLOWING CORRECTING ANY INCORRECT AND ADDING ANY MISSING INFORMATION:

The SUBCONTRACTOR will be:

Mansfield Discovery Depot, Inc. (hereinafter referred to as MDD)

Subcontractor Legal Name

50 Depot Road

Subcontractor Street Address

Storrs, CT 06268

Subcontractor City, State and Zip Code

Mary Jane Newman, Director

Subcontractor Child Care Contact and Title

(860) 487-0062

Subcontractor Contact Telephone

Subcontractor Contact e-mail address

The subcontractor has agreed to provide the following number of child day care slots for the service categories of care identified:

- | | | | | |
|----|-----------|---|-------------|------------|
| a. | <u>5</u> | slots of full time infant and toddler care | <u>52</u> | # of weeks |
| b. | <u>35</u> | slots of full time preschool care | <u>52</u> | # of weeks |
| c. | <u>0</u> | slots of wraparound infant and toddler care | <u> </u> | # of weeks |
| d. | <u>0</u> | slots of wraparound preschool care | <u> </u> | # of weeks |
| e. | <u>0</u> | slots of full-time school age care | <u> </u> | # of weeks |
| f. | <u>0</u> | slots of part-time school age care | <u> </u> | # of weeks |

The child care slots identified above will be provided at the facilities listed below as identified by Department of Public Health (DPH) license number(s):

<i>please mark each box that applies</i>						<i>unaccredited facilities only</i>	
DPH Lic Number center	Infant/Toddler	Preschool	School Age	Meets Acc. Contract Req. ¹	Contracted for in 2004	Date Accredita- tion Began	
1. <u>13856 mdd</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u> </u>	
2. <u> </u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<u> </u>	
3. <u> </u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<u> </u>	
4. <u> </u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<u> </u>	
5. <u> </u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<u> </u>	
6. <u> </u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<u> </u>	
7. <u> </u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<u> </u>	
8. <u> </u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<u> </u>	
9. <u> </u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<u> </u>	
10. <u> </u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<u> </u>	
11. <u> </u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<u> </u>	
12. <u> </u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<u> </u>	

¹ is accredited or a Program Description has been filed with the accrediting agency

CHILD DAY CARE CONTRACT APPLICATION/DATA FORM

(PLEASE SIGN AND DATE AS APPROPRIATE – correcting incorrect and adding missing information)

BUDGET	COLUMN --	A (Weekly)	B (Weekly)	C	D
CATEGORIES OF CARE		MAXIMUM RATE	CONTRACT RATE	UNITS	TOTAL
1	Infant/Toddler (Std) (ft)	\$444.231	\$129.10		
2	Infant/Toddler (Title 1) (ft)	\$444.231	\$145.30		
3	Infant/Toddler (Accredited) (ft)	\$0.00	\$0.00		
4	Preschool (Std) (ft)	\$288.462	\$99.80		
5	Preschool (Title 1) (ft)	\$288.462	\$111.40		
6	Preschool (Accredited) (ft)	\$0.00	\$0.00		
7			Weekly Total		\$
8			Number of Weeks		x
9			SUBTOTAL		\$
10	Infant/Toddler (Std) (wa)	\$444.231	\$46.50		
11	Infant/Toddler (Title 1) (wa)	\$444.231	\$52.30		
12	Infant/Toddler (Accredited) (wa)	\$0.00	\$0.00		
13	Preschool (Std) (wa)	\$288.462	\$35.90		
14	Preschool (Title 1) (wa)	\$288.462	\$40.10		
15	Preschool (Accredited) (wa)	\$0.00	\$0.00		
16			Weekly Total		\$
17			Number of Weeks		x
18			SUBTOTAL		\$
19	Infant/Toddler (Std) (wa) (ft)	\$444.231	\$129.10		
20	Infant/Toddler (Title 1) (wa) (ft)	\$444.231	\$145.30		
21	Infant/Toddler (Accredited) (wa) (ft)	\$0.00	\$0.00		
22	Preschool (Std) (wa) (ft)	\$288.462	\$99.80		
23	Preschool (Title 1) (wa) (ft)	\$288.462	\$111.40		
24	Preschool (Accredited) (wa) (ft)	\$0.00	\$0.00		
25			Weekly Total		\$
26			Number of Weeks		x
27			SUBTOTAL		\$
28	School Age (Std) (ft)	\$127.818	\$99.80		
29	School Age (Title 1) (ft)	\$127.818	\$111.40		
30	School Age (Accredited) (ft)	\$0.00	\$0.00		
31			Weekly Total		\$
32			Number of Weeks		x
33			SUBTOTAL		\$
34	School Age (Std)	\$127.818	\$48.50		
35	School Age (Title 1)	\$127.818	\$54.00		
36	School Age (Accredited)	\$0.00	\$0.00		
37			Weekly Total		\$
38			Number of Weeks		x
39			SUBTOTAL		\$
40			GRAND TOTAL (lines 9+18+27+33+39) round total to the nearest whole dollar		\$ 213,928.00



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: *Martin Berliner*
 Martin Berliner, Town Manager
CC: Kevin Grunwald, Director of Social Services; Matt Hart, Assistant Town Manager
Date: November 8, 2004
Re: Social Services Block Grant Application

Subject Matter/Background

The US Department of Health and Human Services provides funding for the Social Services Block Grant. This grant supports the Department of Social Services in the delivery of services to "vulnerable" individuals with special emphasis to serve those groups that are less able than others to care for themselves (e.g. special needs children, youth and elderly). "Vulnerable" or "at-risk" individuals are defined as individuals with a wide range of difficulties ranging from being economically disadvantaged to being in need of mental health or substance abuse services.

The services or activities that are delivered under this grant apply therapeutic (or remedial) processes to personal, family, situational, or occupational problems in order to bring about a positive resolution of the problem or improved individual or family functioning or circumstances. Problem areas include but are not limited to family and marital relationships, parent-child problems, or substance abuse. To determine eligibility for services, clients must have reported incomes at or below 150% of the Federal poverty income guidelines, with some exceptions for specific services provided to vulnerable populations.

Financial Impact

This grant provides a maximum of \$3565 per year to the Department of Social Services. While the State of Connecticut projects that 25 eligible individuals will utilize these services during the grant period, the reality is that well over 100 eligible clients receive these services in Mansfield annually. For that reason, this grant award does not come close to reimbursing the Town for the actual cost of the services delivered.

Recommendation

Staff recommends that we submit this grant application. While the grant is inadequate to cover the cost of services delivered, it can be thought of as a subsidy to the Department. If we assume that the mission of the Department of Social Services is to serve these "vulnerable" clients, then we would provide these services regardless of funding. This grant provides a minimal level of funding to support the delivery of counseling services to Mansfield's most needy residents.

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

Move, effective November 8, 2004, to authorize the Town Manager to submit an application to the US Department of Health and Human Services for a Social Services Block Grant in the amount of \$3,565.

Attachments

- 1) Excerpts from grant application

**STATE OF CONNECTICUT
DEPARTMENT OF SOCIAL SERVICES
APPLICATION FOR SOCIAL SERVICES BLOCK GRANT (SSBG) PROGRAM**

I. STATEMENT OF NEED

This grant supports the Mansfield Department of Social Services in the delivery of services to “vulnerable” individuals with special emphasis to serve those groups that are less able than others to care for themselves (e.g. special needs children, youth and elderly). “Vulnerable” or “at-risk” individuals are defined as individuals with a wide range of difficulties ranging from being economically disadvantaged to being in need of mental health or substance abuse services. While the grant award estimates that 25 individuals a year will have a need for these services, a much greater number of clients were served in Fiscal Year 2004, and we can only anticipate that this level of need will continue into this year.

II. DESCRIPTION OF SERVICES

The services or activities that are delivered under this grant apply therapeutic (or remedial) processes to personal, family, situational, or occupational problems in order to bring about a positive resolution of the problem or improved individual or family functioning or circumstances. Problem areas include but are not limited to family and marital relationships, parent-child problems, or substance abuse. To determine eligibility for services clients must have reported incomes at or below 150% of the Federal poverty income guidelines, with some exceptions for specific services provided to vulnerable populations. Services include the following:

A. “Counseling Services are those services or activities that apply therapeutic (or remedial) processes to personal, family, situational, or occupational problems in order to bring about a positive resolution of the problem or improved individual or family functioning or circumstances. Problem areas include but are not limited to family and marital relationships, parent-child problems, or substance abuse.”

B. Target Population

1. The Town of Mansfield provides Program services to “vulnerable” individuals with special emphasis to serve those groups which are less able than others to care for themselves (e.g. special needs children, youth and elderly). “Vulnerable” or “at-risk” individuals are defined as those which exhibit one or more of the following conditions (not presented in any ranked order):
 - a. Economically disadvantaged (unemployed, under-employed, or low-income);
 - b. Physically, mentally, neurological, or developmentally disabled;
 - c. Abused or neglected (e.g. sexual assault victims, abused or exploited children and elderly);
 - d. In need of language translation and culture-based awareness assistance or technical immigration assistance;
 - e. In need of drug or alcohol services;
 - f. In need of family planning services;

- g. In need of mental health support services (e.g. distressed families or individuals who may be at risk of institutionalization);
 - h. In need of supportive services to remain in the community;
 - i. In need of shelter assistance.
2. The Town of Mansfield serves those individuals and families who are leaving or have left the Department's 'Temporary Family Assistance' (TFA) program on a priority basis over those who have been determined, by the Contractor, not to be in critical need of contracted services. The Town places in priority those individuals and families who have been referred to us from the 'Infoline-211' program as operated for the Department, by the United Way of Connecticut, Inc.

III. PROGRAM ADMINISTRATION

- A) The Town of Mansfield staffs the Program with the following positions:
- 1. Director, Department of Social Services, 1 full time, @ 35 hours per week
 - 2. Social Worker, Department of Social Services, 1 full time, @ 35 hours per week
 - 3. Senior Service Social Worker, Department of Social Services, 1 full time, @ 35 hours per week
 - 4. Secretary, Department of Social Services, 1 full time, @ 35 hours per week
- B) The Town of Mansfield provides Program services at 4 South Eagleville Road, Mansfield, CT 06238. Standard Program hours of operation are Mondays, Tuesdays, Wednesdays, from 8:15 AM to 4:30 PM, Thursdays from 8:15 AM to 6:30 PM, and Fridays from 8:00 to noon, during the contract period.
- In addition, the Senior Service Social Worker provides Program services at the Senior Center at 303 Maple Road, Mansfield, CT 06268. Standard Program hour of operation are Monday through Friday, 8:30 AM to 4:30 PM.
- C) The Town's administrative office is located at 4 South Eagleville Road, Mansfield, CT 06268.
- D) The Town convenes meetings of the full Social Services Department Advisory Committee meetings at least 6 times during the year.

IV. CLIENT-BASED OUTCOMES AND MEASURES

- A) The Town of Mansfield implements the Program and services described to result in the following outcomes on behalf of the clients in the Program. Such outcomes are measured in the manner described herein and documented in the client case records or the Program statistical reports. The Department monitors outcome results achieved pursuant to these terms and conditions.

COUNSELING SERVICES

- 1. The clients' behavioral health has improved.
 - a. At least 30% of those clients in the Program whose primary treatment need is improved behavioral health will experience such.



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: *Martin H. Berliner*
Martin H. Berliner, Town Manager
CC: Matt Hart, Assistant Town Manager
Date: November 8, 2004
Re: Request from Cambridge, Massachusetts re: Casualties from the War in Iraq

Subject Matter/Background

The Council had asked that this item be placed on the next agenda.

Attachments

- 1) Correspondence from Cambridge, Massachusetts City Council



OFFICE OF THE VICE MAYOR

Marjorie C. Decker
Vice Mayor

Thursday, October 14, 2004

Dear Mansfield City Council Members,

At the Cambridge City Council meeting on September 27, 2004, I read out the names of 55 American men and women that have been killed in the fighting in Iraq. I believe that we all have a responsibility to be aware of every death that occurs during this war and thus I am continuing to read out those names at every Council meeting in the months to come until the fighting and the dying comes to an end.

I am doing this because I feel that it is important for all of us to be mindful that our soldiers are really our neighbors, our coworkers, our sons and our daughters -- so many of them younger than 30 -- and that they are dying every day in Iraq. As of October 13, 2004, 1080 US soldiers have died in the war in Iraq. While we do not have an exact number of Iraqi citizens killed, the estimate is to be believed between 11,000 and 15,000. Over thirty percent of that number is non-combants.

While I don't agree with this war -- and believe that we must question our motives for getting into it and our game plan for ending it -- I want to honor the courage of those who have been willing to serve our country at the cost of their own lives.

After I have read out the names of our honored dead at Council meetings, Mayor Michael Sullivan has called for a moment of silence in which my fellow councilors and members of the public attending the meetings have joined.

May I suggest that you consider asking your municipal body to join with us in so honoring the sacrifices being made by our fighting men and women? Please contact my office at 617-349-4325 if you do so, as I hope that you will.

Sincerely,

Vice-Mayor Marjorie Decker

Minutes of the October 20, 2004 Meeting
Conference Room B, Audrey P. Beck Building

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

Absent: Robert Dahn and Denise Burchsted

Town Staff: Grant Meitzler, Inland Wetlands Agent and Gregory Padick, Mansfield Town Planner

Guests: James Boisvert; Louis G. Marquet and Macon C. Toledano of Leyland Alliance and Michael W. Klemens, consultant for Leyland Alliance LLC ; Cynthia van Zelm of the Mansfield Downtown Partnership.

1. The meeting was called to order at 7:35 PM.
2. The regular order of the meeting was waived to accommodate guests attending the meeting.
3. IWA Referrals.
 - a) W1275 - Boisvert - Route 32. Map date, 9/2/04. This application is for a series of self-storage buildings on a mined out gravel pit area that presently serves as a site for a construction company. The CC is concerned with the possible illegal storage of hazardous wastes. It was noted that the gravel mining operation probably brought the surface of the area down as close to the water table as was permitted, and that any spill might have a significant negative impact. However, Kessel moved and Trainor seconded, that there should be no significant negative impact on the wetlands due to this construction as long as the sedimentation and erosion controls shown on the map are in place during the construction and removed after the site is stabilized. The motion passed with five in favor and one abstention.
4. Discussion of the Mansfield Downtown Partnership with the Leyland Alliance master developer group. Marquet, executive vice president of Leyland Alliance began by describing a few of their successful development projects and overall planning goals for the Mansfield Down Partnership. In particular he emphasized their ability to match developments to communities in unique ways. Klemens, an environmental consultant for Leyland Alliance described his background and philosophy in protecting the quality of opens space and wetlands and watercourses. He went on to review the Mansfield Downtown Partnership site with an emphasis on the types of salamanders observed and other environmental signals of wetland quality. He took note of the vernal pool on the site and commented on what will be required to maintain it in a viable state. He also took note of the fact that approximately 25 acres of the approximately 70 acre site had originally been designated for construction, but that he is recommending, because of environmental concerns for the vernal pool, the wetlands and streams, that only about 14 of the acres be developed.
5. Town Planner Greg Padick reviewed the status of the Town's updated Plan of Conservation and Development and the probable timetable for its completion. The Town hopes to hold public hearings in March and ^{to} approve the plan by late spring or early

summer. He went on to discuss major changes to the 1993 plan. These included the possibility of designating more of Mansfield for two-acre zoning, but with the idea of preserving open space. This new plan would have a one-acre zoning component which would be extended to those parts of Town currently zoned for 2-acres. The CC pointed out that, to the CC's disappointment, the recent "shared driveway" modification of the zoning regulations permitted three houses to be constructed on lots that might have only been allowed a single house before. The CC asked if the new one-acre zoning component might not allow even more intensive development without contributing significantly to the preservation of open space. Padick argued that overall, he felt that the proposed changes would preserve open space.

Padick reviewed maps titled "Planned Conservation Areas" and "Planned Development Areas" dated 2004 and prepared for the Town of Mansfield by the Windham Region council of Governments and asked for the CC's input on them. Kessel noted that the Open Space Preservation Committee planned to meet the following Tuesday at 7:00 PM to consider these maps and to begin preparing recommendations and that members of the CC were invited to attend. This would permit the CC to go over its recommendations at the November meeting and to forward them to Padick in time for the Town's consideration.

6. Thorson distributed a taxonomy for stone materials. He explained that one of the reasons for developing a taxonomy is to begin the process of developing a classification, naming protocols, a method of inventory/mapping, and establishing priorities in the relative importance of stone walls on large land holdings or on public lands. Much of the present taxonomy will be published by Walker and Company as a chapter and an appendix to Thorson's new book, "Exploring Stone Walls, A field Guide to Stone Walls." It was agreed that such a taxonomy should be incorporated into the Town's revision of its Plan of Conservation and Development together with guidelines for the preservation of stone walls in the Town of Mansfield.

7. The minutes of the September 14, 2004 meeting were tabled to allow a full discussion of them at the November meeting.

The meeting adjourned at 9:24 P.M.

Respectfully submitted,

Quentin Kessel
Secretary

Mansfield Commission on Aging Agenda
Tuesday, October 12, 2004 2:30 PM – Senior Center

PRESENT: M. Thatcher, B. Acebo, D. Mercier, C. McMillan, P. Secker, K. Grunwald (staff), C. Phillips, P. Hope (staff), K. Doeg, E. Norris
REGRETS: S. Thomas, N. Stevens, J. Brubacher

- I. **Call to Order** – C. Phillips called the meeting to order at 2:40 PM; it was noted that there is an absence of a quorum.
- II. **Appointment of Recording Secretary:** K. Grunwald agreed to take minutes for the meeting.
- III. Acceptance of **Minutes** of the Sept 13, 2004 meeting: minutes were reviewed, but in the absence of a quorum they were not formally accepted.
- IV. **Correspondence** - Chair and Staff : A copy of a letter sent to Greg Haddad nominating Carol Phillips, Kenneth Doeg, and Susanna Thomas was circulated. K. Grunwald will check with the Town Clerk on whether or not Mary Thatcher is officially a member, as recommended.
- V. **Optional Reports on Services/Needs of Town Aging Populations**
 - A. **Health Care Services**

Wellness Center and Wellness Program - Jean Kenny is still out on medical leave. VNA services have been increased in response to an increased demand.
Mansfield Center for Nursing and Rehabilitation - Jean Kenny: no report.
 - B. **Social, Recreational and Educational**

Senior Center – P. Hope distributed a copy of her report. She noted that there has been an increase in meal program participation.
Senior Center Assoc. – John Brubacher: no report.
 - C. **Housing**

Assisted Living Project: It was reported that the LWV will be having a presentation of their Assisted Living report at this month's meeting.
Juniper Hill: B. Acebo reported that the new dining room has not been completed; they have not heard anything on the status of their Assisted Living conversion grant.
Jensen's Park, Other: no report.
 - D. **Related Town and Regional Organizations**

Com. on Physically and Sensorily Impaired - Mary Thatcher is no longer on this committee.
Senior Resources of Eastern CT: no report.
Town Plan of Conservation and Development – Carol Phillips reported that the group has not met.
Town Community Center: no report.

VI Old Business

Preparation of The Long Range Plan (2004-2014) – K. Grunwald presented a framework to use to evaluate achievement of the existing long-range plan and to use as an outline to create a survey to develop the new plan. It was agreed that individuals would each take one area to evaluate, using the dimensions identified. Assignments:

Physical Environment: E. Norris

Health: C. McMillan

Economy: M. Thatcher

Technology: P. Secker

Safety/Security: K. Doeg

Social/Cultural Environment: C. Phillips

Services/Support: D. Mercier

Transportation: B. Acebo

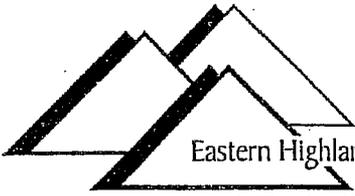
Resource Planning/Stewardship: tbd

As part of evaluating the plan and creating a new one, the following questions were raised for consideration: where would you get information about this aspect of senior living, are you aware of resources that already exist, would you be interested in considering a shared living arrangement, do you know what's currently available in town, or where to go to get this information (recommendation for a single point of access for information, what services are you currently receiving, what services are you unable to obtain at this time, that you would like to have access to? These and other questions will be developed further to be incorporated into a survey that will be conducted with seniors in Town.

VII New Business: none

VI. Adjournment: meeting adjourned at 5:05 PM

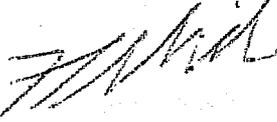
(next meeting set for Monday, Nov 8 , 2004 at 2:30, Senior Center)



Eastern Highlands Health District

4 South Eagleville Road ♦ Mansfield CT 06268 ♦ Tel: (860) 429-3325 ♦ Fax: (860) 429-3321

Memo

To: Board of Directors
From: Robert Miller, Director of Health 
Date: 10/14/2004
Re: Annual Reports FY 2003/2004

Attach for your information are the following Health District Annual Reports:

- A model of the individual annual reports provided to each member town.
- The annual report required by the Connecticut Department of Public Health and provided to them online.
- Data reports on activity totals for the year compiled by Health District and each member town.

Eastern Highlands Health District 2003/2004 Annual Report for Mansfield

The Towns of Bolton, Coventry, and Mansfield established the Eastern Highlands Health District on June 6, 1997 as a cooperative effort to pool their resources and create a regional full-time professional health department. Reducing costs and improving both the scope and quality of public health services in the community were the objectives of establishing the District. The Towns of Tolland and Willington joined the Health District in 2000 and 2001, respectively. The mission of the Eastern Highlands Health District is to prevent illness and promote wellness in the residents it serves. The pursuit of this mission is realized by, one, assuring that other community agencies provide certain public health services within the region, and two, by providing specific public health services directly. The directly provided services include a communicable disease control program, a public health education and training program, community assessment and public health planning, and a comprehensive environmental health program. The main components of the environmental health program include an on-site subsurface sewage disposal program, a complaint investigation program, a food protection program, and an environmental monitoring program.

Highlights/Accomplishments for FY 03/04:

- District received a \$96,263 in grant aid from the Connecticut Department of Public Health.
- Received a \$40,000 Grant to implement a district wide Cardiovascular Health program.
- Assisted the Town of Coventry in procuring Automated External Defibrillators for schools and emergency responders.
- Facilitated the establishment of UConn's Paw-PALS program in the Tolland school system (an exercise program for school aged kids).
- Board of Directors adopted a FY 04/05 operating budget of \$561,830.
- Health District Main office expanded, doubling its space, in the Mansfield Town Hall.
- District received an \$81,000 grant for Public Health Emergency Response and Preparedness.
- Completed a comprehensive Public Health Emergency Response Plan draft.
- Executed a Memorandum of Understanding with the University of Connecticut to support the planning and response to local public health emergencies.
- Development of a local Health Alert Network with local physicians and other primary care providers.
- Continued a district wide "Keep it Clean" program. A program design to encourage home improvement store operators/owners to education public on lead safe work practices when remodeling homes.

- Continued support of Coventry and Tolland sewer project by working with engineers to identify and protect private water supplies in proximity to sewer lines.
- Completed a Centers for Disease Control sponsored community assessment of the local public health system.
- Assisted the Mansfield Board of Education in procuring grants to substantially fund capital improvements in school water supply water systems.
- Created the position and hired a Health Education Program Coordinator to administer all health education/promotion programs.
- Received preventive health block grant of \$11,000 and used it to expand skin cancer prevention program interventions to municipal recreation departments and public school systems.
- Public Health Education Highlights include: participation in all municipal fairs; provide educational material for local news letters on topical subjects such as SARS, West Nile Virus, Lyme Disease, Radon, Lead, Bio-terrorism, etc: distribution of food protection newsletters; and many news articles published in local papers on topical subjects.
- The main FY 03/04 indicators for District activity in Mansfield include: 389 site inspections for septic systems; 59 septic permits issued; 44 well permits issued; 31 complaints investigated; 214 environmental samples grabbed for lab analysis; 215 food establishment inspections and other health inspections; and 115 B100a building permit reviews.

Plans for the Upcoming Fiscal Year:

- Addition of the Town of Ashford to the Eastern Highlands Health District.
- Update of Health District Public Health Emergency Response and Preparedness Plan and Emergency Smallpox Mass Vaccination Plan.
- Staff training in Public Health Emergency Response and Preparedness.
- Pursue other sources of funding, such as FDA, CDC and DPH grants, to expand scope of services provided.
- Participation in town fairs and community health fairs.
- Further efforts to collaborate with area partners to facilitate regional Public Health emergency response and preparedness planning.
- Expand membership and activities of the Cardiovascular Health and Sun safety programs.
- Improve Health District infrastructure.

Mansfield

2003-2004

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
ENVIRONMENTAL HEALTH ACTIVITIES													
<i>Office Service</i>													
Consultations	285	211	187	110	92	77	10	19	8	261	340	333	1933
Correspondence sent	52	18	46	18	24	31	15	0	3	54	39	64	364
<i>Complaints</i>													
Food protection	0	0	1	0	0	2	1	0	1	0	0	0	5
Housing	0	0	1	0	0	1	2	1	1	1	1	0	8
Refuse/garbage	0	2	0	0	0	1	0	0	1	1	0	0	5
Rodents/insects	0	0	0	0	0	0	0	0	0	0	0	0	0
Water quality	1	1	0	0	0	0	1	0	0	0	0	2	5
Air quality	0	0	0	0	0	0	0	0	0	0	0	0	0
Sewage disposal	0	1	1	0	0	0	1	0	0	2	0	0	5
Other	0	0	0	0	0	0	0	1	1	1	0	0	3
<i>Health Inspection</i>													
Group Homes	0	0	0	0	0	0	0	0	0	2	1	0	3
Day Care	0	1	1	1	0	0	0	0	0	0	0	0	3
Camps	0	0	0	0	0	0	0	0	0	0	0	0	0
Mobile Homes	0	0	0	0	0	0	0	0	0	0	0	0	0
Motels, rooming homes	0	0	0	0	0	0	0	0	0	0	0	0	0
Schools	0	0	0	0	0	0	0	0	0	0	0	0	0
Mortgage, FHA, VA	0	0	0	0	0	0	0	0	0	0	0	0	0
Public pools/bathing areas	0	0	0	0	0	1	0	0	0	0	0	0	1
Other	3	13	1	0	0	0	0	0	0	0	0	0	17
<i>On-site Sewage Disposal</i>													
Site inspection -- all site visits	20	16	23	21	28	4	0	5	5	11	18	1	152
Deep hole tests -- number of holes	9	8	9	1	7	3	0	0	0	54	61	46	198
Percolation tests -- number of holes	6	12	8	1	1	0	0	0	0	1	5	5	39
Permits issued, new	6	7	6	8	8	2	0	0	0	2	4	1	44
Permits issued, repair	1	1	1	0	1	0	0	0	0	2	6	3	15
Site plans reviewed	0	0	0	9	4	6	0	0	0	4	5	10	38
B100a Reviews	18	8	11	11	6	4	7	4	7	14	9	16	115
<i>Wells</i>													
Well sites inspected	3	3	0	1	0	0	0	1	0	0	0	0	8
Well permits issued	7	3	5	8	9	1	0	0	0	4	4	3	44
<i>Laboratory Activities (samples taken)</i>													
Potable water	0	1	0	0	3	0	11	2	6	0	0	0	23
Surface water	8	8	0	0	0	0	0	0	0	0	25	99	140
Ground water	0	0	0	0	0	0	0	0	0	1	0	0	1
Rabies	0	0	0	0	0	0	0	0	0	0	0	1	1
Lead	0	0	0	0	0	0	0	0	0	0	0	0	0
Other (birds, etc)	12	15	18	0	0	0	0	0	0	0	0	4	49
<i>Food Protection</i>													
Inspections	2	8	13	23	29	11	16	28	14	8	6	18	176
Reinspections	0	0	1	1	4	2	0	2	4	0	0	0	14
Temporary Licenses Issued	0	0	0	2	2	3	0	1	0	2	2	1	13
Plan Reviews	0	2	0	0	1	0	0	0	0	1	0	0	4
Site Construction Inspections	0	1	0	0	0	0	0	0	0	0	0	0	1
<i>Lead Activities</i>													
Housing inspection	0	0	0	0	0	0	0	0	0	0	0	0	0
Abate plan reviewed	0	0	0	0	0	0	0	0	0	0	0	0	0
MISCELLANEOUS ACTIVITIES													
Planning and Zoning referrals	0	1	0	3	2	1	3	0	2	4	0	0	16
Subdivision reviewed (per lot)	0	1	0	0	0	0	3	0	1	0	0	0	5
Meetings	15	7	12	19	13	15	16	8	13	11	10	18	157
Conferences / Seminars	2	4	2	3	1	1	0	1	2	3	1	2	22

District Totals													
2003-2004													
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
ENVIRONMENTAL HEALTH ACTIVITIES													
<i>Office Service</i>													
Consultations	870	749	842	300	313	296	269	243	367	561	634	563	6,007
Correspondence sent	122	63	103	48	40	62	67	54	70	105	184	103	1,021
<i>Complaints</i>													
Food protection	0	0	1	0	1	3	2	1	1	0	0	0	9
Housing	1	0	2	1	0	2	2	1	1	1	1	0	12
Refuse/garbage	0	2	3	0	0	2	1	0	1	1	0	0	10
Rodents/insects	0	0	0	0	0	1	0	1	0	0	0	0	2
Water quality	2	2	0	0	0	0	1	0	0	0	0	2	7
Air quality	0	0	0	0	0	0	0	0	0	0	0	0	0
Sewage disposal	4	2	1	0	0	1	2	0	0	4	1	0	15
Other	0	2	0	0	1	2	1	1	3	1	0	0	11
<i>Health Inspection</i>													
Group Homes	0	0	0	1	0	0	0	0	3	2	1	0	7
Day Care	4	2	2	1	0	0	0	0	2	0	0	0	11
Camps	0	0	0	0	0	0	0	0	0	0	0	0	0
Mobile Homes	0	0	0	0	0	0	0	0	0	0	0	0	0
Motels, rooming homes	0	0	0	0	0	0	0	0	0	0	0	0	0
Schools	0	0	1	0	0	0	0	0	0	0	0	0	1
Mortgage, FHA, VA	0	0	0	0	0	0	0	0	0	0	0	0	0
Public pools/bathing areas	0	0	0	2	0	1	0	0	0	0	1	0	4
Other	3	13	1	1	0	1	1	1	0	0	0	0	21
<i>On-site Sewage Disposal</i>													
Site inspection -- all site visits	223	180	224	157	131	107	77	75	98	139	127	125	1,663
Deep hole tests -- number of holes	118	89	119	99	79	131	75	207	82	161	214	144	1,518
Percolation tests -- number of holes	24	25	31	15	16	6	5	3	7	13	25	24	194
Permits issued, new	21	29	24	36	18	18	37	7	21	14	17	14	256
Permits issued, repair	21	10	12	18	7	9	2	4	3	9	10	15	120
Site plans reviewed	35	27	34	46	24	23	18	11	22	23	22	44	329
B100a Reviews	88	63	55	67	36	27	16	15	70	85	80	102	704
<i>Wells</i>													
Well sites inspected	52	47	39	22	33	22	12	5	13	21	15	26	307
Well permits issued	32	26	25	29	36	14	12	4	13	26	20	28	265
<i>Laboratory Activities (samples taken)</i>													
Potable water	3	2	3	10	3	0	11	2	7	0	0	4	45
Surface water	82	80	0	0	0	0	0	0	0	0	27	100	289
Ground water	0	0	0	0	0	0	0	0	0	1	0	0	1
Rabies	0	0	0	0	0	0	0	0	0	0	0	1	1
Lead	0	0	0	0	0	1	0	0	0	0	0	0	1
Other (birds, etc)	16	36	49	0	0	0	0	0	0	0	0	7	108
<i>Food Protection</i>													
Inspections	2	8	19	48	46	35	40	46	32	12	10	24	322
Reinspections	1	0	2	3	6	2	0	2	4	0	0	0	20
Temporary Licenses Issued	3	4	7	2	4	6	3	4	6	3	5	14	61
Plan Reviews	0	2	1	0	2	0	0	1	2	3	1	0	12
Site Construction Inspections	2	1	0	0	0	0	0	1	1	1	3	0	9
<i>Lead Activities</i>													
Housing inspection	0	0	0	1	2	0	0	0	0	0	0	0	3
Abate plan reviewed	0	0	0	0	0	0	0	0	0	0	0	0	0
MISCELLANEOUS ACTIVITIES													
Planning and Zoning referrals	6	9	12	5	6	4	14	6	14	10	5	4	95
Subdivision reviewed (per lot)	30	12	9	6	24	12	3	11	6	0	5	22	140
Meetings	34	23	37	36	24	24	42	23	44	24	22	35	368
Conferences / Seminars	4	7	11	5	2	3	1	5	5	5	3	2	53

HOUSING AUTHORITY OF THE TOWN OF MANSFIELD
REGULAR MEETING
MINUTES
September 16, 2004
9:30am

The members of the Housing Authority of the Town of Mansfield met in the regular meeting at 9:30 a.m. on Thursday September 16, 2004 at the office of the Housing Authority of the Town of Mansfield, 309 Maple Road, Storrs, Connecticut, the time, date and place duly established for holding such meetings.

ROLL CALL

On roll call the following Commissioners were present:

Anne Jordan Crouse	-	Chairperson
Richard Long	-	Vice-Chairperson
Gretchen Hall	-	Commissioner

Also present was Cathy K. Forcier, Executive Director.

Joan Christison-Lagay and Grace Hunderlach was absent and excused.

MINUTES

After review and due deliberation a motion was made by Richard Long, seconded by Gretchen Hall to approve of the minutes of the regular meeting of August 19, 2004. Motion passed unanimously.

COMMUNICATION

None

COMMENTS FROM THE PUBLIC

None

REPORT OF THE DIRECTOR

Mrs. Forcier reported on the number of vacancies this year, creating a large workload for the Maintenance Mechanic. The number of vacancies at Holinko Estates is double the normal average.

Mrs. Forcier reported on the difficult communication with Betty Jones at Housing and Urban Development (HUD). The Mansfield Housing Authority is requesting information on obtaining an exception to the seventy five percent lease up of eligible low-income (ELI) families' requirement. Mrs. Jones is not replying to the question.

Bills

The Commissioners were presented with a list of bills for August 2004. After review and due deliberation, a motion was made by Gretchen Hall, seconded by Richard Long, and passed unanimously, to approve the bills.

Financial Reports

The commissioners reviewed the Financial Reports for Wright's Village, Holinko Estates and the Section 8 Program. After discussion and due deliberation, a motion was made by Richard Long, seconded by Gretchen Hall, and passed unanimously, and it was voted to approve the Wright's Village, Holinko Estates, and Section 8 Financial Reports for the month of July 2004.

Section 8 Statistical Reports

The Commissioners reviewed the Section 8 Statistical Reports for August 2004. After discussion and due deliberation, a motion was made by Richard Long seconded by Gretchen Hall, and passed unanimously.

Report of the Tenant Representative

None

UNFINISHED BUSINESS

Holinko Estates Environmental Phase II Survey- Mrs. Forcier reported that Neil Payne, of Payne Environmental Services, Inc recommended doing more soil samples in one location and that she is waiting for a price proposal.

NEW BUSINESS

Review of Section 8 Administrative Plan – Chapters 13-20– Mrs. Forcier presented recommended changes to chapters thirteen through twenty. Richard Long made a motion, seconded by Gretchen Hall, to approve the Section 8 Administrative Plan as presented. The motion passed unanimously.

Review of Job Descriptions – Mrs. Forcier presented recommended changes. Gretchen Hall made a motion, seconded by Richard Long, to approve the job descriptions as presented.

Delinquent Taxes – Mrs. Forcier reported the Housing Authority was instrumental in having landlords on the Section 8 program pay over \$12,000. in delinquent taxes to the Town of Mansfield. Mrs. Forcier has partnered with the Town to work together to continue to make Section 8 landlords accountable for their property taxes.

Section 8 Annual Adjustment Factor (AAF) Appeal – Mrs. Forcier reported that her appeal has resulted in obtaining \$54,717. more for the calendar year 2004 budget.

Section 8 – FY 2005 Proposed Fair Market Rents (FMRs) – Mrs. Forcier reported that due to HUD changing their method of calculating, the proposed FMRs are lower than the current ones. National Association of Housing and Redevelopment Officials (NAHRO) and Housing Authorities, including Mansfield Housing Authority (MHA), are objecting to this change.

Section 8 Rent Study – Mrs. Forcier reported that, as a result of the objections to the proposed FMRs, HUD is undertaking a rent study for some areas; The Hartford MSA is one such area.

Section 8 and Holinko Estate Hearings – Mrs. Forcier reported on the number of hearings that occur due to applicants being denied or participants being terminated. Mrs. Forcier expressed concern as Ms. Crouse's term is coming to an end in October, the Town council has expressed a dislike for lengthy appointments, and Ms. Crouse serves as the Grievance Hearing Officer.

Rental Assistant Program (RAP) and Resident Service Coordinator (RSC) Audit- Mrs. Forcier reported that a representative from Department Economic Community Development (DECD) will audit both grant programs on September 28, 2004.

September 16, 2004 Minutes continued

Incident at Wright's Village – Mrs. Forcier reported on an incident that occurred when a man selling magazines convinced a tenant to let him in.

Difficulties with UConn students – Mrs. Forcier reported on the worsening behavior of students at Celeron Square and Carriage House apartments and the resulting harm to Holinko Estates tenants. Mrs. Forcier reported on the number of tenants who spoke at the Town Council Meeting. Mrs. Forcier reported on conversations with Matt Hart, Assistant to the Town Manager, Kevin Grunwald, Director of Social Services, Officer Marchand, UConn police and Troop C. Mrs. Forcier encouraged the Board to get involved with the town, university or local politicians to get action.

Annual Town Report – Mrs. Forcier presented the Housing Authority's portion for the Town Report. Richard Long made a motion, seconded by Gretchen Hall, to approve the Housing Authority's report for the Town Report as presented. Motion passed unanimously.

ADJOURNMENT

After discussion and due deliberation a motion was made by Gretchen Hall, seconded Richard Long, and passed unanimously, it was voted to adjourn the meeting at 10:35 A.M.

Respectfully Submitted,

Cathy K. Forcier

APPROVED:

Anne Jordan Crouse

HOUSING AUTHORITY OF THE TOWN OF MANSFIELD
Special Meeting
MINUTES
October 7, 2004
9:30am

The members of the Housing Authority of the Town of Mansfield met in a special meeting at 9:30 a.m. on Thursday October 7, 2004 at the office of the Housing Authority of the Town of Mansfield, 309 Maple Road, Storrs, Connecticut, the time, date and place duly established for holding such meetings.

ROLL CALL

On roll call the following Commissioners were present:

Anne Jordan Crouse	-	Chairperson
Richard Long	-	Vice-Chairperson
Joan Christison-Lagay	-	Assistant-Treasurer
Gretchen Hall	-	Commissioner

Also present was Cathy K. Forcier, Executive Director.
Grace Hunderlach was absent.

NEW BUSINESS

After discussion and due deliberation Richard Long made a motion to accept the Public Housing Administration Plan (PHA) as presented, seconded by Gretchen Hall. Motion passed unanimously.

ADJOURNMENT

After discussion and due deliberation a motion was made by Gretchen Hall, seconded Richard Long, and passed unanimously, it was voted to adjourn the meeting at 9:40 A.M.

Respectfully Submitted,

Cathy K. Forcier

APPROVED:

Anne Jordan Crouse

MINUTES

MANSFIELD INLAND WETLAND AGENCY Regular Meeting, Monday, October 4, 2004 Council Chambers, Audrey P. Beck Municipal Building

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

Chairman Favretti called the meeting to order at 7:05 p.m., appointing Alternate Mutch to act as a voting member.

Minutes: 9/7/04 – Hall MOVED, Holt seconded to approve the Minutes as presented; MOTION PASSED, all in favor except Barberet (disqualified).

9/20/04 – Barberet noted that she had been present. Gardner MOVED, Hall seconded to approve the Minutes as amended; MOTION PASSED, all in favor except Mutch (disqualified).

Communications: Wetlands Agent's 9/30/04 Monthly Business memo; Conservation Commission 9/14/04 draft Minutes, with comments on W1272 (Town-Codfish Falls Rd.); W1273 (Cheney); W1274 (KMC/Radell)

Old Business

W1267, Yankee, Hillyndale Rd., house within buffer, request for extension of time – Mr. Meitzler's 9/29/04 memo was noted, after which Hall MOVED, Holt seconded, to grant an extension of time under the provisions of Section 7.6 of the Wetlands Regulations, effective until the November 1, 2004 meeting of the Inland Wetland Agency to James Yankee for application W1267, as requested in a September 28, 2004 letter to the Wetlands Agency. MOTION PASSED unanimously.

W1272, Town of Mansfield, drainage work on Codfish Falls Rd. - Mr. Meitzler's 9/28/04 memo was noted, after which Holt MOVED, Hall seconded to grant an Inland Wetlands License under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield to the Town of Mansfield (file W1272) for installation of a catch basin and 38 feet of drainage pipe across Codfish Falls Rd. on property owned by the Town of Mansfield and the estate of Mary Rawitscher, located at 344 Codfish Falls Rd., as shown on a map dated 7/31/02, revised through 9/1/04, and as described in other application submissions. This action is based on a finding of no anticipated significant impact on the wetlands and is conditioned upon the following provisions being met:

1. Appropriate sediment and erosion controls shall be in place prior to construction, maintained during construction, and removed when disturbed areas are completely stabilized;
2. Approval of the property-owner on the west side of the road shall be obtained before work is done on that property;
3. This approval is valid for a period of five years (until 10/4/09), unless additional time is requested by the applicant and granted by the Inland Wetland Agency. The applicant shall notify the Wetlands Agent before any work begins, and all work shall be completed within one year. Any extension of the activity period shall come before this agency for further review and comment. MOTION PASSED unanimously.

W1273, Cheney, Rt. 32, building addition within buffer area - Mr. Meitzler's 9/30/04 memo was noted, after which Holt MOVED, Hall seconded to grant an Inland Wetlands License under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield to the Highland Ridge Golf Range (file W1273), for a 50-ft. by 90-ft. golf training building and associated site work on property owned by Richard and Verna Cheney at 164 Stafford Road, as shown on a map dated Sept. 29, 2004 and as described in other application submissions. This action is based on a finding of no anticipated significant impact on the wetlands and is conditioned upon the following provisions being met:

1. Appropriate sediment and erosion controls shall be in place prior to construction, maintained during construction, and removed when disturbed areas are completely stabilized;
2. This approval is valid for a period of five years (until 10/4/09), unless additional time is requested by the applicant and granted by the Inland Wetland Agency. The applicant shall notify the Wetlands Agent before any work begins, and all work shall be completed within one year. Any extension of the activity period shall come before this agency for further review and comment. MOTION PASSED unanimously.

W1274, KMC/Radell, 851 Middle Turnpike, house within buffer area – Memos were noted from Mr. Meitzler (9/30/04) and the Windham Water Works (8/31/04), after which Holt MOVED, Hall seconded to grant an Inland Wetlands License under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield to KMC, LLC (file W1274), for construction of a single-family home and surrounding yard grading on property owned by Anton Radell at 851 Middle Turnpike, as shown on a map dated 7/15/04, revised through 8/25/04, and as described in other application submissions. This action is based on a finding of no anticipated significant impact on the wetlands and is conditioned upon the following provisions being met:

1. Appropriate sediment and erosion controls shall be in place prior to construction, maintained during construction, and removed when disturbed areas are completely stabilized;
2. The area of the former greenhouses between the two rows of silt fence shown on the plan is not to be regraded until the appropriate time of year for seeding, so it does not remain exposed for the winter;
3. This approval is valid for a period of five years (until 10/4/09), unless additional time is requested by the applicant and granted by the Inland Wetland Agency. The applicant shall notify the Wetlands Agent before any work begins, and all work shall be completed within one year. Any extension of the activity period shall come before this agency for further review and comment. MOTION PASSED unanimously.

New Business

W1275, Boisvert, Rt. 32, self-storage facility – Mr. Meitzler's 9/30/04 memo was noted. Goodwin MOVED, Holt seconded to receive the application (file W1275) submitted by James Boisvert under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for the construction of a 56,025 sq. ft. self-storage building on property owned by the applicant and located at the corner of Rt. 31 and Coventry Road, as shown on a map dated 9/2/04, and as shown in other application submissions, and to refer the application to the staff and Conservation Commission for review and comment. MOTION PASSED unanimously.

Field trip – Members agreed by consensus that a field trip should be scheduled for Thursday, October 14th, at 1 p.m.

Communications and Bills – As listed on the agenda.

The meeting was adjourned at 7:18 p.m.

Respectfully submitted,

Katherine K. Holt, Secretary

DRAFT
NOT REVIEWED OR ACCEPTED BY COMMITTEE
ATTACHMENTS NOT INCLUDED

Mansfield Advisory Committee on the Needs of Persons with
Disabilities

Regular Meeting
Tuesday, Sept. 28, 2004

Minutes

- I. **Attendance:** members: Scott Hasson, Wade Gibbs, Tom Miller; staff: Sheila Thompson, Kevin Grunwald; resident: Joan Seliger Sidney

- II. **Minutes:** Minutes of June 22, 2004 were reviewed and approved.

- III. **New Business:** Ms. Sidney was presented concerns over possible inaccessibility of the women's shower facility in the Community Center, along with similar concerns of inaccessibility of the trails and restroom facilities at Mansfield Hollow State Park to those who use wheelchairs or similar assistance devices. Also of concern were the unsanitary restroom conditions at the Park. The Committee expressed concern over these issues. It was decided to investigate further, taking into consideration that the Committee had been instrumental in the review and approval of accessibility planning for the Community Center, and the Committee had, in previous years, conferred with State officials regarding accessibility to Mansfield Hollow State Park.

- IV. **Old Business:**
 - a) **Membership:** It again was expressed that the Committee has need for members who are able to serve

 - b) **ADA Corridor:** No report. Kevin indicated that Dial-A-Ride has experienced a major funding deficit, which has caused cut-backs in services.

 - c) **Drive-up Mailbox:** Sheila reported that the mailbox is now installed and being utilized at its location outside the Community Center,

Having completed discussion of all business brought forward, the meeting adjourned at 3:20 PM. Next meeting is Oct. 26, 2004.

Respectfully submitted,

Sheila Thompson

T.C. Appendix
present

**TOWN OF MANSFIELD
OPEN SPACE PRESERVATION COMMITTEE**
Minutes of the September 21, 2004 meeting

Members Present: Quentin Kessel, Steve Lowery, Jim Morrow (chair), Ken Feathers, and David Silsbee.

Town Representative: Town Manager Martin Berliner

1. **The meeting was called to order at 7:39 P.M.**
2. Lowery Moved, and Feathers seconded that with the addition of Wetherell as secretary to the minutes, the minutes of the August 17, 2004 meeting be approved. The motion passed unanimously.
2. The Barry and Drew Burnham property, Parcel B on a map dated 8/18/99 was discussed. The owners contacted the Town to determine if the Town was interested in its acquisition for open space. The positives (contiguous with Schoolhouse Brook Park) and negatives (expected asking price) of the property were discussed. Kessel moved, and Lowery seconded, that the Town investigate further the possibility of this purchase. The motion passed unanimously.
3. Berliner reported that he had called Bill Towell with regard to his Route 44 property. The Town is not interested in paying a very high price for this property. He also reported difficulty in contacting the Penner family with regard to their White Cedar Swamp property. Kessel agreed to obtain the current Penner family address.
4. PZC File # 1221, The Toll Road Subdivision application was reviewed, and Morrow described Wetherell's comments which were sent to the PZC on behalf of the OSPC.

The meeting adjourned at 8:27 P.M.

Respectfully submitted

Quentin Kessel
Secretary

MINUTES

MANSFIELD PLANNING AND ZONING COMMISSION

Regular Meeting, Monday, October 4, 2004

Council Chambers, Audrey P. Beck Municipal Building

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

Chairman Favretti called the meeting to order at 7:20 p.m., appointing Alternate Mutch to act as a voting member.

Holt MOVED, Hall seconded to add discussion of a proposed Chaplin subdivision to the agenda under New Business; MOTION PASSED unanimously.

Minutes – 9/20/04 - After Barberet noted that she had been present at the meeting, Hall MOVED, Holt seconded to approve the Minutes as amended; MOTION PASSED, all in favor except Mutch (disqualified).

Old Business

Bovino proposed zone change application, RAR-40 to R-20, file 1220 – Barberet and Pociask were disqualified. Kochenburger MOVED, Hall seconded to deny the application of Vincent and Fred Bovino (file 1220) to rezone 27 acres of land owned by the estate of Angelina Bovino from RAR-40 to R-20, as shown on a map dated June 11, 2004 and located north of Conantville Road and south of Puddin Lane, and as heard at Public Hearings on 8/2/04 and 9/7/04. This proposed Zoning Map revision is denied pursuant to the provisions and authority contained in Chapter 124 of the CT General Statutes, including Section 8-2, which grants the PZC the following:

- The authority to regulate the location and use of buildings, structures and land for trade, industry, residence or other purposes;
- The authority to divide the municipality into districts of such number, shape and area as may be best suited to carry out the purposes of Chapter 124 of the CT General Statutes; and, within such districts, the authority to regulate the erection, construction, reconstruction, alteration or use of buildings or structures, and the use of the land;
- The mandate to consider the Plan of Conservation and Development prepared under Section 8-23;
- The mandate to give reasonable consideration as to the character of the district and its peculiar suitability for particular uses and with a view to conserving the value of buildings and encouraging the most appropriate use of land throughout such municipality.

This denial is based on the following reasons:

1. The proposed rezoning is not considered compatible with the approval considerations of Article XIII, Section D of Mansfield's Zoning Regulations, particularly subsections D.3 and D.5. It has not been demonstrated that the proposed rezoning will promote the public's overall health, safety, convenience and welfare.
2. A majority of the subject site abuts an existing RAR-40 zone. Within this existing RAR-40 zone there are numerous residential uses that were developed pursuant to RAR-40 requirements. The applicant has not demonstrated that the proposed rezoning would be consistent with this existing pattern of development or that future development under an R-20 zone classification would not have detrimental impacts on these existing residential uses. The proposed rezoning is not considered compatible with the provisions of Article I of Mansfield's Zoning Regulations or Section 8-2 of the CT General Statutes.
3. A July 14, 2004 topographic survey submitted by the applicant depicts significant portions of the site with slopes ranging from ten (10) to over thirty (30) percent grade. The steeply-sloped areas, which extend into some central portions of the site, are considered a significant development restriction which will impact future development opportunities. Steeply-sloped areas are often related to drainage and environmental impact issues and the proposed rezoning to R-20 is considered inconsistent with the subject site's physical characteristics.

4. It is recognized that the subject property is situated within a Mansfield Plan of Conservation & Development designated medium to high-density residential classification. This classification generally extends south of Puddin Lane between commercially-designated areas to the east and west. The medium to high-density residential classification recognizes the potential of this overall area to be served by public sewer and/or public water services. Currently, public water service is readily available along Conantville Road, but public sewer and water are not available along Puddin Lane. Plan of Conservation & Development designations are not based on a site-by-site analysis and, while considered an important consideration, are not a mandate for approving rezonings which utilize a different classification system. Based on a more specific review of site characteristics and existing utility system availability, the proposed rezoning to R-20 is considered compatible with some, but not all recommendations contained in Mansfield's Plan of Conservation & Development.

MOTION CARRIED, all in favor except Zimmer (opposed).

Pine Grove Estates subdivision, request to extend bond completion date, file 1187-2 – Mr. Padick's 9/28/04 memo was noted. At the meeting, he informed members that the two driveways at the former Adeline Place cul-de-sac have now been paved, and reported that the property-owners and our staff are satisfied with progress to date. Completion of work at that location is expected by next week; staff will inspect the area afterwards and report to the Commission. The applicant has requested that the completion date be extended so that final road-paving can be done in the spring of 2005. No action was taken at this time.

Town Planner's Updates

Downtown Partnership – The next Partnership meeting is scheduled for 10/5/04. A "final preliminary draft" is being formulated, which will be presented to the public at a meeting in November. The developing firm then proposes to come before the PZC after that meeting to discuss potential related zoning aspects. Mr. Padick suggested that a special PZC meeting may be appropriate.

Plan of Conservation & Development Update – Minutes of the POCD committee's last meeting were distributed at this meeting. The committee is meeting on a regular basis, with a view towards preparing a draft for Public Hearing early in 2005. PZC members previously received review recommendations dated June, 2004 and have been asked to review them.

UConn projects – A public informational meeting on the planned football complex and athletic training center has been scheduled for 10/21/04 at 6:30 p.m. in the Bishop Center. An opportunity for public questions and comments will be included. The University now plans to relocate the tennis courts within the north campus area, on a site on the west side of No. Hillside Rd. Extension, adjacent to the former landfill.

Mr. Padick also briefly noted various planned changes to the campus of the College of Agriculture and other Storrs campus areas. A public meeting of the University Master Plan Committee is scheduled for 5:30 p.m. on 10/13/04, also in the Bishop Center; Mr. Padick will report to the PZC after that meeting.

The question was raised whether the eating establishments proposed for the new Student Union might pose an undesirable amount of competition for new restaurants in the planned Downtown development. Mr. Padick reported that the University feels that the sorts of eating facilities it plans are now common in Student Unions at other universities, and would pose no serious competitive threat to Downtown area restaurants.

Zoning Agent's Report – The September Monthly Activity Update and 9/30/04 update on student rental housing were noted.

Mulch/outside storage, 497 Middle Turnpike – The owner of the site reported to Mr. Hirsch that the business-owners are seeking another location and will remove all outside materials by the end of the month.

Old Business (cont.)

Toll Road subdivision, 4 proposed lots off Cedar Swamp Rd., file 1221 – Memo comments had been received from the Town Planner (9/25/04), Ass't. Town Engineer and Eastern Highlands Health District (both 9/30/04). Applicant S. Schrage said he had read earlier staff memos but had not seen the most recent ones. He noted that plans should reference a common driveway easement at the proposed Lot 4 driveway, but all other staff comments from the earlier memos had been addressed. He suggested that this driveway easement be handled as an approval condition.

The newly-reconfigured proposed open space would comprise 6.6 acres and would include the existing woods road trail and the Old Tolland Turnpike; Parcel A has also been merged with Lot 4.

The Health District's 9/30/04 memo regarding a well permit exception pursuant to the Public Health Code was discussed by Mr. Padick and Mr. Schragger. Mr. Padick stated that this issue is under the State's jurisdiction and does not need to be addressed in any PZC action; any State-required modifications to the plan would require additional PZC review. Holt volunteered to work on a draft motion for the next meeting.

Public Hearing and action, Live Music Renewal permits – 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, Pociask and Zimmer. The legal notice was read and the Zoning Agent's 9/30/04 memo was noted. Owners of the following establishments had applied for renewal: Altnaveigh Inn; Civic Pub; The Hideaway Roadhouse; Huskies Restaurant; Schmedley's Pub; Ted's Restaurant; Zenny's Restaurant. None of the applicants were present, and there was no public or Commission comment on any application. The Public Hearing was closed at 8:07 p.m.

Holt MOVED, Hall seconded to grant renewal permits for the performance of live music, with all existing conditions of the current permits to remain in effect, to the following establishments: Altnaveigh Inn (file 766); Civic Pub (file 930-4); The Hideaway Roadhouse (file 714-2); Huskies Restaurant (file 780-2); Schmedley's Pub (file 595); Ted's Restaurant (file 1107); Zenny's Restaurant (file 984). These permits are granted pursuant to Article V, Section B and Article VII of the Zoning Regulations and Public Hearing testimony on October 4, 2004, and shall expire on November 1, 2005. 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 Doug and Gail Parks 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 10/4/04. 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, 2005.

Civic Pub, 134 No. Eagleville Rd. – to grant to Steven Harmon 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 10/4/04. 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, 2005.

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 10/4/04, 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, 2005.

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 10/4/04. 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, 2005.

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 10/4/04, 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;
 - f. 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, 2005.

Ted's Restaurant, 16 King Hill Rd. – to grant to Scott LaBelle 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 10/4/04, 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:

1. Live music shall be limited to Sunday through Wednesday, from 9:30 p.m. to 12:30 a.m.;
2. No music shall be audible at the property lines;
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, 2005.

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 10/4/04. 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;

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, 2005.

New Business

Site modification request, proposed golf-training building, Highland Ridge golf driving range, Stafford Rd., file 1083 – An Inland Wetland Agency application was approved earlier in the evening. After brief comments from applicant R. Cheney, Holt MOVED, Hall seconded to receive the site modification request (file 1083) of Richard Cheney for a golf training building to be located at the Highland Ridge Golf Range, on property of Richard and

Verna Cheney located at 164 Stafford Road, as shown on plans dated 9/29/04 and as described in other application submissions, and to refer said application to staff for review and comment. MOTION PASSED unanimously.

Morneau property, Clover Mill Road, 8-24 referral – Information from the Town Council and Mr. Padick's 9/28/04 written comments were noted. After discussion, Barberet MOVED, Holt seconded that the PZC notify the Town Council that the proposed acquisition of the Morneau property would promote Plan of Conservation and Development goals and objectives and is supported by the Planning and Zoning Commission. MOTION PASSED unanimously.

Special permit application, Mansfield Self-Storage, 537 Stafford Rd., file 1222 - Holt MOVED, Barberet seconded to receive the special permit application (file1222) of James Boisvert for self-storage buildings and related site work to be located on property owned by the applicant located at 537 Stafford Road, as shown on an 8–page set of plans dated 9/2/04 and as described in other application submissions, and to refer said application to staff, Design Review Panel and Committee on the Needs of persons with Disabilities for review and comment, and to set a Public Hearing for November 1, 2004. MOTION PASSED unanimously.

Grand Union Market site modification request, 591 Middle Tpk., file 221-4 – Mr. Hirsch's 9/29/04 memo explains that the grocery store is requesting relocation of 3 interior bottle-return machines to an exterior wall. Hall MOVED, Holt seconded to receive the application of Grand Union, LLC (file 221-4), for relocation of interior bottle-return machines as shown on an undated map submitted with other application materials on 9/14/04, and to refer said application to the staff for review and comment. MOTION PASSED unanimously.

Proposed 1-lot subdivision in Chaplin within 500 feet of Mansfield Town Line – Mr. Padick explained that the proposed single-family house would be located on Davis Rd. in Chaplin, which becomes Hickory Ln. in Mansfield. He has reviewed the plans, particularly with regard to drainage issues, and has found no potential problems. He felt that no action by the Commission is necessary, and this was agreed by members' consensus.

Field trip – scheduled by consensus of the Commission for Thursday, September 14th at 1 p.m.

Plan of Conservation & Development Committee – The next meetings are scheduled for Tuesday, October 12th at 1 p.m. and Wednesday, November 3rd at 1 p.m..

Communications and Bills – As listed on the agenda or distributed at the meeting.

The meeting was adjourned at 8:25 p.m.

Respectfully submitted,

Katherine K. Holt, Secretary

MINUTES

MANSFIELD PLANNING AND ZONING COMMISSION

Regular Meeting, Monday, October 18, 2004

Council Chambers, Audrey P. Beck Municipal Building

Members present: R. Favretti (Chairman), A. Barberet, B. Gardner (arr. 7:05), J. Goodwin, R. Hall, K. Holt, P. Kochenburger (arr. 7:08), P. Plante, G. Zimmer
Alternates present: B. Mutch, B. Pociask, B. Ryan (arr. 7:05)
Staff present: C. Hirsch (Zoning Agent), G. Padick (Town Planner)

Chairman Favretti called the meeting to order at 7:02 p.m., appointing Alternate Pociask to act as a voting member and Alternate Ryan to act in case of member disqualifications.

Holt MOVED, Hall seconded to add to the agenda discussion of the Smith Farms subdivision under New Business; MOTION PASSED unanimously.

Minutes: 10/4/04 – Zimmer MOVED, Barberet seconded to approve the Minutes as submitted; MOTION CARRIED, all in favor except Plante (disqualified). Ryan and Gardner arrived at this time.

10/14/04 – After it was noted that the field trip took place on October 14th and not September 14th, Holt MOVED, Barberet seconded to approve the Minutes as presented; MOTION CARRIED, Holt, Barberet, Favretti and Plante in favor, all else disqualified.

Zoning Agent's Report: September Enforcement Activity Report was noted.

Mulch/outside storage, 497 Middle Turnpike – Mr. Hirsch reported he has been told the business-owners plan to remove all outside materials by the end of October. More than this he does not know.

Applebee's Restaurant – Mr. Hirsch and Mr. Favretti recently signed off on a minor modification request for "curbside delivery," which involves no actual alterations to the building or parking as approved. Mr. Kochenburger arrived at this time.

Neumeier/Doyle improvements to Echo Lake (Edgewood Ln./Centre St.) – Mr. Hirsch was asked to inspect fill and stockpiled material to determine if it is in violation of the Sand and Gravel Ordinance.

Old Business

Toll Road subdivision, 4 proposed lots off Cedar Swamp Rd., file 1221 – Holt MOVED, Gardner seconded to approve with conditions the subdivision application (file 1221) of Grand Shart, LLC, for Toll Road subdivision, a four-lot subdivision on property owned by the applicant located off Cedar Swamp Road in an RAR-40 zone, as submitted to the Commission and shown on plans dated 9/28/04 and 8/2/04 (landscape assessment). This approval is granted because the application as hereby approved is considered to be in compliance with the Mansfield Zoning and Subdivision Regulations. Approval is granted with the following modifications or conditions:

1. Final plans shall be signed and sealed by the responsible surveyor, engineer, soil scientist and landscape architect;
2. This approval authorizes a common driveway for Lots 2, 3 and 4. A common driveway easement that addresses maintenance (including the depicted drainage improvement) and liability issues shall be submitted to the Planning Office for approval by the Town Planner and Town Attorney. The common driveway work, including sightline and drainage improvements, shall be completed or bonded before the filing of the subdivision plan, pursuant to Section 7.10.e;
3. The owners of the subject lots shall be responsible for maintaining depicted driveway sightlines. In conjunction with the filing of final maps, a Notice shall be filed on the Land Records specifying this ongoing maintenance responsibility;
4. Pursuant to subdivision regulation provisions, particularly Sections 7.5 and 7.6, this action specifically approves a waiver or reduction of lot frontage for lots 2, 3 and 4 and the depicted building envelopes, including setback waivers for lots 1 and 4. Unless the Commission specifically authorizes revisions, the depicted building envelopes shall serve as the setback lines for all future structures and site improvements, pursuant to

Article VIII of the Zoning Regulations. This condition shall be noted on the final plans (replacing Note 6 on Sheets 3 and 4) and specifically Noticed on the Land Records;

5. Subject to any necessary map revisions to ensure that the existing woods path is within the proposed open space parcel, this approval accepts, pursuant to the open space provisions of Section 13, the applicant's proposal for a 6.64-acre open space parcel to be deeded to the Town. This open space area will protect wetland and upland areas and allow public access along an existing woods path which has the potential to extend a hiking trail to abutting property. The deed for the open space shall authorize the depicted Lot 4 driveway crossing and an easement for this crossing shall be depicted on the final plans.
6. This approval accepts the deeding to the Town of the depicted Old Tolland Turnpike right-of-way. The Note on Sheet 2 referring to this dedication shall be revised to add "and/or bicycle path" between "recreational" and "purposes." The deed shall authorize the crossing of the common driveway and associated drainage outlet;
7. On the open space chart on Sheet 2, replace "within conservation area" with "within open space area to be deeded to the Town";
8. The Planning and Zoning Commission, for good cause, shall have the right to declare this approval null and void if the following deadlines are not met (unless a ninety (90) or one hundred and eighty (180)-day filing extension has been granted):
 - A. All final maps, including submittal in digital format, common driveway easements, a right-of-way deed for land along Cedar Swamp Road, a right-of-way deed for Old Tolland Turnpike with easement rights for the common drive and associated drainage improvement, an open space deed with easement for the Lot 4 driveway crossing, and a Notice on the Land Records to address conditions 3 and 4 (with any associated mortgage releases) shall be submitted to the Planning Office no later than fifteen days after the appeal period provided for in Section 8-8 of the State Statutes or, in the case of an appeal, no later than fifteen days of any judgment in favor of the applicant;
 - B. All monumentation (including delineation of the open space parcel with iron pins and the Town's official markers every 50 to 100 feet on perimeter trees or on cedar posts), with Surveyor's Certificate, shall be completed or bonded pursuant to the Commission's approval action and Section 14 of the Subdivision Regulations no later than fifteen days after the appeal period provided for in Section 8-8 of the State Statutes or, in the case of an appeal, no later than fifteen days of any judgment in favor of the applicant.

MOTION PASSED unanimously.

Pine Grove Estates subdivision, request to extend bond completion date, file 1187-2 – In addition to the applicant's 10/14/04 letter outlining what has been completed, memos from the Town Planner (10/14 and 10/18/04) and Ass't. Town Engineer (10/13/04) and 10/18/04 comments from J. Brown were noted. Mr. Padick reported that the first layer of pavement was installed on 10/18/04 and the site evinces positive progress toward projected goals for this season. All remaining work is covered by the existing bonding agreement. After brief discussion Gardner MOVED, Barberet seconded to authorize the Chairman, with staff assistance, to execute a revised construction bond agreement for the Pine Grove Estates subdivision. The revised agreement shall not be executed until satisfactory completion of the binder layer of pavement, installation of curbs and associated back-filling, installation of necessary provisions to direct storm water to catch basins east of existing homes on Adeline Place so that drainage problems do not occur, and completion of mail box relocation and other work on the existing lots on Adeline Place that can be accomplished by November 1, 2004. The revised agreement shall establish September 1, 2005 as the deadline for completing final paving of the Adeline Place extension. The new bond agreement shall also document the developer's commitment to maintain safe access to all homes with occupancy permits, including necessary snow-plowing and sanding. In the event the revised agreement is not executed by November 1, 2004, the PZC reserves the right to reconsider this action. MOTION PASSED unanimously.

Highland Ridge Golf Driving Range, Stafford Rd., site modification request for golf training building, file 1083 – Written comments from the Town Planner and Eastern Highlands Health District (both 10/18/04) and Fire Marshal (10/14/04) were noted. D. Cheney, the applicant, confirmed that he would like the new 50x90-foot building to remain open year-round, weather permitting. He said, in discussion regarding a possible lighting neighborhood nuisance issue, that the lights do not shine toward existing houses; there are no definite plans to keep the operation open beyond 9 p.m., and he said it would probably not even be open that late during the winter months. Following discussion, Holt MOVED, Hall seconded that the PZC Chairman and Zoning Agent be authorized to approve the

9/30/04 modification request (as supplemented in a 10/18/04 letter) of Highland Ridge Golf Driving Range for a golf training building and associated site work on property located at 164 Stafford Road. This authorization is conditioned on a requirement that the range area not be illuminated after 6 p.m. during the months of November through March without further authorization from the Planning and Zoning Commission. MOTION PASSED unanimously.

Grand Union, LLC grocery store, 591 Middle Turnpike, site modification request for outdoor bottle return, file 221-4 – It was moved, seconded and unanimously approved that the Commission accept the withdrawal of this application by Grand Union, LLC, for outdoor bottle returns.

Proposed self-storage facility use at 537 Stafford Rd., Mansfield Self-Storage, LLC/J. Boisvert, o/a, file 1222 – A Public Hearing is scheduled for 11/1/04.

Town Planner's Updates

Downtown Partnership – The development team has scheduled a design workshop for 11/10/04 to unveil project plan. Their representatives plan to attend the next PZC meeting (11/1/04) to discuss various aspects of the proposed permitting process. Mr. Padick noted that changes to the Zoning Regulations and the Zoning Map will probably be needed, and that the process will be fully responsible to both the Mansfield IWA and the State for permits for all projects.

Plan of Conservation & Development – The committee now has a draft map of both proposed development areas and proposed conservation and open space areas; the mapping will soon be reviewed by the Open Space Preservation and Parks Advisory Committees. It is hoped that mapping will be ready for PZC review by the end of November.

UConn projects – Informational materials were included in members' packets. Mr. Padick outlined plans described at last week's Master Plan Committee meeting, noting that parking and traffic on the main campus remain major issues. Mrs. Holt reminded members that property-owners had previously voiced objection to the idea of an alternate road between Bolton Rd. and So. Eagleville Rd. which would parallel Eastwood Rd. On 10/21, a public meeting is scheduled regarding the athletic training facility and relocation of the tennis courts to No. Hillside Rd. Mr. Padick will provide more information after that meeting.

CT Aquifer Protection Area Program – Members' packets contained information from a recent workshop on the new model Aquifer Protection Regulations. Our Zoning Regulations and Zoning Map will need to be revised to reflect restrictions in uses in our aquifer areas.

New Business

Windham referral regarding proposed rezoning along Rt. 195 south of Mansfield town line – Noting the 10/5/04 informational WINCOG referral form, Mr. Padick observed that he sees no need for action at this time, since the area is already zoned for business in Mansfield. He has requested mapping of the area and will review that and advise members if comments are needed. By consensus, the item was tabled.

Smith Farms subdivision, Phase I, bond release request, file 1214 – A 10/13/04 letter from the applicant requests release of the Letter of Credit and cash bond held by the Town; the applicant's engineers' 10/14/04 letter details that all requirements have been met. Hall MOVED, Holt seconded to refer the request to staff for review and comments. MOTION PASSED unanimously.

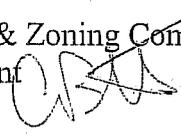
Plan of Conservation and Development Committee – The next meeting is scheduled for 11/3/04 (Wednesday), and all members are welcome and encouraged to attend.

Communications and Bills – As noted on the Agenda. Regarding item #1 (report from EHHD on Separatist Rd. stormwater sampling results), the Director will be asked whether more frequent testing might be appropriate or if these results are an anomaly.

The meeting was adjourned at 8:05 p.m.

Respectfully submitted,
Katherine K. Holt, Secretary

To: Town Council/Planning & Zoning Commission
 From: Curt Hirsch, Zoning Agent
 Date: November 2, 2004



Re: **Monthly Report of Zoning Enforcement Activity**
For the month of October, 2004

Activity	This month	Last month	Same month last year	This fiscal year to date	Last fiscal year to date
Zoning Permits issued	17	18	17	74	79
Certificates of Compliance issued	15	11	12	73	51
Site inspections	99	58	30	290	143
Complaints received from the Public	4	8	0	20	11
Complaints requiring inspection	4	6	0	16	8
Potential/Actual violations found	2	3	7	15	12
Enforcement letters	6	9	7	36	23
Notices to issue ZBA forms	0	0	1	2	11
Notices of Zoning Violations issued	5	7	4	18	10
Zoning Citations issued	1	3	2	6	3

Zoning permits issued this month for single family homes = 6, multi-fm = 4
 2004/05 Fiscal year to date: s-fm = 13, multi-fm = 4

TOWN OF MANSFIELD/DEPARTMENT OF CORRECTION
PUBLIC SAFETY COMMITTEE
WEDNESDAY, July 21, 2004
COUNCIL CHAMBERS
AUDREY P. BECK MUNICIPAL BUILDING

Minutes

Members Present: A. Barberet, R. Gergler, Warden Higgins, C. Lary, W. Solenski,
W. Stauder, S. Thomas

Members Absent: G. Cole, R. Pellegrine, L. Seretny,

Staff: M. Hart, Deputy Warden K. Smayda, Counselor J. Roache

I. CALL TO ORDER

Chairwoman Barberet called the meeting to order at 3:05 p.m. and welcomed everyone present.

1. Matt Hart volunteered to serve as the recorder/secretary for the meeting.
2. Ray Gergler made a motion to approve the minutes of April 21, 2004. Walt Solenski seconded. The motion passed unanimously.

II. COMMUNICATIONS - None

III. WARDEN'S REPORT AND DISCUSSION

1. Population Status Report/List of Offenses – Deputy Warden Kelly Smayda reported that the current population is 959 inmates, and reviewed the list of offenses with the committee.

Matt Hart asked about the admissions criteria, as some residents have recently expressed a concern that the criteria had changed. Kelly emphatically denied that the criteria had changed. Inmates cannot have any current gang affiliation, and must be within 2.5 years of release. Also, no sex offenders are permitted at Bergin.

Chairwoman Barberet stated that she had received an anonymous report that an inmate had injured a corrections officer. Kelly explained that an inmate did hit an officer on the elbow, and that the inmate was immediately transferred out. Warden Higgins added that most such incidents are inmate-on-inmate. Last year there were four inmate-on-inmate assaults, and this year there has been only one incident

Chairwoman Barberet asked about an alleged increase in inmates convicted of class A crimes. Warden Higgins denied that there has been any change, and that people may confuse class A disciplinary tickets with class A crimes. If an inmate receives a class A disciplinary ticket, he is transferred out of Bergin.

Chairwoman Barberet inquired about an incident involving a young girl in the woods behind the facility. The Warden and Counselor Roache explained that staff believes the girl might have been directed by her mother to drop something off in the woods. State police are handling the matter. Audrey asked if the girl had a relationship with an inmate. Counselors Roache explained that they are checking this out, and that the prison did not have the ability to detain the girl or her mother; only the police have that authority.

IV. CHAIRMAN'S REPORT - None

V. OPPORTUNITY FOR THE PUBLIC TO SPEAK

1. Amy Moore, a resident at 1308 Stafford Road in Mansfield, stated that she had a number of concerns with respect to the facility. She has heard that the facility is downsizing its health services staffing and that roughly 200 18-19 year old inmates were coming to the facility. She has heard that Bergin is planning to release a number of inmates early to make room for the 200. When she purchased her home, she was told that the prison was not going to be re-opened. Lastly, she is concerned that the committee meets only every three months, which is too infrequent.

Wunderly Stauder asked if the facility had room for an additional 200 inmates? The Warden answered that they did not.

Ron Blicher asked if indeed 200 would be released to make room for 200 more? What is the regular turnover? Counselor Roache explained the highest turnover in any one day is about 17.

Amy Moore stated that she thinks that the 200 young offenders would be downgraded to level 2 in order to receive admission at Bergin.

Walt Solenski asked how the staff verify gang affiliation. The Warden explained that staff relies on intelligence to make the determination.

Amy Moore also asked to receive copies of the monthly population status reports, and that she is concerned that the correction officers are not armed.

Warden Higgins stated that there has been no mission change for Bergin, and agreed to send in monthly population status reports.

VI. OLD BUSINESS – None

VII. NEW BUSINESS

1. Community Notification System – Warden Higgins reported that the state is looking to upgrade the system. Matt Hart suggested that we re-examine the order of the call list to make sure that it is arranged according to geographic proximity.
2. Resident concerns – Chairwoman Barberet asked Claire Lary if she had heard of any of the allegations raised at today's meeting. Claire stated that she had not. The Warden suggested that disgruntled employees might be spreading rumors, which does occur from time-to-time. Other facilities around the state are having a mission change, but Bergin is not.

Claire asked how we would know how many of the current inmate population had once been classified as level 3, and downgraded over time. Counselor Roache explained this was difficult to determine. Other facilities will be exchanging level 2 inmates with Bergin to allow those inmates to work outside detail. This is a good thing for Bergin as these inmates pose the lowest risk.

Wunderly Stauder commented that most offenses are not as violent as they may appear on paper. The Warden added that it is difficult to determine what type of inmate someone will be based upon the offense underlying his or her conviction. With respect to medical staffing, which was raised as a concern earlier, the facility has two nurses on first shift and one on second shift, as well as various per diem employees.

Ron Blicher suggested that the committee attempt to address Ms. Moore's concerns specifically, especially for the next meeting. Matt Hart will list this item on the next agenda

Wunderly Stauder asked the Warden if Garner still had the gang program? The Warden answered that Garner is no a mental health facility, and that the gang program is on hold.

VIII. ADJOURNMENT

Chairwoman Barberet adjourned the meeting at 4:09 p.m.

Respectfully submitted,



Matthew W. Hart
Assistant Town Manager

TOWN OF MANSFIELD CORRECTIONAL FACILITY LIAISON COMMITTEE

July 21, 2004

Minutes

Members and Staff Present: Same as DOC Public Safety Committee

I. CALL TO ORDER

Chairwoman Barberet called the meeting to order at 4:10 p.m.

1. Selection of Recorder – Matt Hart volunteered to serve as the recorder for the meeting.
2. Minutes – Wunderly Stauder made a motion to approve the minutes of April 21, 2004. Sue Thomas seconded. The motion passed unanimously.

II. COMMUNICATIONS - None

III. WARDEN'S REPORT AND DISCUSSION

1. Community Outreach – Warden Higgins reported that the various community outreach programs were doing well. Matt Hart thanked the Warden, the Deputy Warden and the staff for the various clean-up work that the inmate crew had performed on town roads.

Programming Updates – the Warden reported that Bergin has added some daytime visiting hours, and that children have been able to visit. She is looking to create a special area for visiting children, and the staff plans to continue the “read to your child” program. In addition, the staff may plan a theater workshop.

IV. OPPORTUNITY FOR PUBLIC TO SPEAK - None

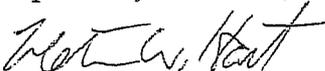
V. OLD BUSINESS - None

VI. NEW BUSINESS – None

VII. ADJOURNMENT

Chairwoman Barberet adjourned the meeting at 4:30 p.m.

Respectfully submitted,



Matthew W. Hart
Assistant Town Manager

RECREATION ADVISORY COMMITTEE
MEETING MINUTES
September 22, 2004

ATTENDING: Sheldon Dyer, Darren Cook, Nellie Hankins, Lauren Moran, Anne Rash
STAFF: Jay O'Keefe, Curt Vincente

- A. Call to Order – Chairman S. Dyer called the meeting to order at 7:40p.m.
- B. Approval of Minutes –D. Cook moved and A. Rash seconded that the minutes of May 26 and August 25 be approved. So passed unanimously. The June 23 and July 28 meetings were cancelled.
- C. Co-Sponsorship Update – C. Vincente noted that the three co-sponsored groups will be invited to the December or January meetings for their annual review.
- D. Old Business – C. Vincente gave a brief update on outstanding Community Center construction issues. Marketing issues were discussed and the membership sales update was analyzed. The August facility usage report was also reviewed. Under other old business D. Field brought up prior concerns over field maintenance. C. Vincente explained that many complaints have been received about field conditions. Public Works Department summer help was eliminated from the budget several years ago and staff resources to take care of field needs has been limited. The lack of attention to the fields has taken its toll on the conditions of the fields over the years.
- E. Correspondence – None
- F. Director's Report – C. Vincente noted that most of his report was covered under Old Business or will be discussed under New Business items. Two RAC vacancies exist for J. Soltys and C. Casa. Also EOS student representatives Lauren Moran and Nellie Hankins still need formal appointment from the Town Council Committee on Committees.
- G. New Business – The spring quarterly report was distributed and briefly discussed. C. Vincente gave a brief update on summer programs, noting that the summer camp went extremely well. He and J. O'Keefe praised the camp staff for another successful year. J. O'Keefe noted that there are many new fall programs and registration seems to be going very well to date. J. O'Keefe also noted that a new youth sport coach background check procedure is now in place.

Having no other business, the meeting was adjourned at 8:29pm. The next meeting is scheduled for October 27, 2004.

MINUTES

MANSFIELD SCHOOL READINESS COUNCIL

Wednesday, September 15, 2004

Conference Room C

6:30-9:00 PM

PRESENT: J. Buck (Chair), S. Baxter (Staff), B. Lehmann, K. Paulhus, M. Crowley, R. Leclerc, J. Daniels (guest/facilitator), M. Brown, D. McLaughlin, N. Hovorka, D. Adams, A. Blair, K. Grunwald (staff), J. Pociask, P. Wheeler
REGRETS: M.J. Newman, T. Marr Smith, B. Maines, S. Daley

- I. **MINUTES:** Mansfield School Readiness Council; May 19, 2004; accepted as written, noting correction of spelling of Rachel Leclerc's name. July 13, 2004: accepted as written.

- II. **COMMUNICATIONS:** J. Buck requested that this category be changed to "Communications/Publications"
 - A. "Effective Kindergarten Transition..."
 - B. Minutes: Regional Meeting of Discovery Communities, 6/14/04
 - C. Dan Harr from the Hartford Courant
 - D. Article: "Rell Sets Preschool Goal"
 - E. Article: "Rell: Preschool Priority In State"
 - F. Denise Merrill: School Readiness

- III. **INTRODUCTIONS:** J. Buck welcomed members back to the Council (see attachment)
 - Welcome, Meeting Purpose: Jeff Daniels introduced himself, and stated that if the agenda is not completed tonight, a second meeting will be held.
 - Ground rules; Agenda Review
 - Member Introductions, Expectations: Attendees introduced themselves.

- IV. **PURPOSE, MISSION**
 - Review, Reaffirm Core Purpose/Mission: J. Buck presented her ideas about changes to the mission statement: adds "educators and decision-makers." General comfort expressed with the tone of the original mission statement. Mission statement is intended to describe "the business that you're in." There was some discussion about the verbs being used in the statement, with suggestions to include verbs such as contribute, promote, advocate, provide leadership, educate, etc. It was also suggested to

include families, educators, decision-makers and parents in the statement. Proposed: "Contribute to the positive development of all young children [in Mansfield] [birth-8]. This will be tabled and reflected upon.

V. ROLE & ORGANIZATIONAL STRUCTURE

■ Update: Next Steps, Maintaining link with Town Government (Council, Board of Education): policy-laden and mechanical; no longer empowered by the State statute. S. Baxter explained the role of the Committee on Committees regarding appointments to this Council. She has requested that there not be a limit on the number of members of this Council. J. Daniels explained the importance of this group receiving official sanction for this to be an enduring group. Also discussed formalizing our relationship with BOE, to include the assignment of a Board member as a liaison. New organization will have a formal relationship with these two structures. We want to include members that are representative of various elements of our community. J. Daniels suggested that staff develop a statement to give to the Town Council and the Board of Education to formalize our relationship with each of them. The question was raised about the possibility of continuing on an informal/grass roots basis, without the official sanction of municipal government.

■ Role of New Organization in Community: how does the new role relate to the governmental structures? We are no longer limited by compliance structures of the School Readiness grant. Previous roles were identified as goals and objectives on the mission statement of the grant. Ideas: 1) Parent Advocacy, (2) Leadership, (3) engaging the community, (4) long-term support/investment in ECE by the community [and municipal government?].

■ Relationship with EASTCONN: role as the Collaborative Agent for the Discovery grant- bringing other Discovery communities together, providing access to grant opportunities/TA/fund-raising. Look at formal representation on the Council.

VI. NEW NAME SELECTION

- Purpose, Criteria: We started working on this issue but did not get very far. A small committee of J. Buck, J. Pociask, K. Paulhus, and D. Adams agreed to meet to work on this.
- Brainstorm Names/Decisions

VII. NEXT STEPS

- Remaining Work, Assignments (if needed): name, final affirmation of the Mission, clarify governmental relationship, final affirmation of the role, process

Bring back suggestions for names: Joan, Katherine, Jamie, Deb.

- Leadership
- Meeting Processes
Decision-making

Frequency, Time of Day

- Next Meeting

VIII. ADJOURNMENT: meeting adjourned at 9:10 PM;
next meeting Thursday, 10/21, 6:30-9:00.

Respectfully submitted,

Kevin Grunwald, Director of Social Services

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

Thursday, October 7, 2004

3:30 PM

AUDREY P. BECK BUILDING, CONFERENCE ROOM A

PRESENT: K. Grunwald (staff), M. Hauslaib, J. Peters, J. Heald (chair)

REGRETS: J. Krisch, E. Passmore

- I. **MINUTES:** Minutes of September 9, 2004 meeting: accepted as written.

- II. **NEW BUSINESS:**
 - A. Social Service Advisory Committee: A draft of the Annual Report from this advisory committee was reviewed by the members present. It was suggested that the report should mention the Veteran's recognition that took place at the Senior Center, and plans for the event for this year. Plan for the report: 1) include something about advocacy for an Assisted Living facility, (2) Identify opportunities to partner with the Community Center around responding to social service needs of members of the community.
 - B. Substance Abuse Task Force: K. Grunwald reported on the status of this committee and concerns in the community about the impact of substance abuse issues. General feeling was expressed that there needs to be leadership from the State and political pressure brought to encourage Uconn to deal more effectively with this issue.
 - C. Report on the State of the Young Child: Information was distributed on data collected on young children in Mansfield. M. Hauslaib reported that restrictions around funding for School Readiness have been significantly relaxed, and suggested that we look at exploring the possibility of securing State funding.
 - D. Advisory Committee Membership: J. Heald raised a concern about the fact that the impact of members missing meetings is great because of the size of the Committee. M. Hauslaib suggested that we make a proposal to the Town Council to add two new members to the Committee. There was discussion about also including representatives of other advisory committees. K. Grunwald will send a memo to the Council requesting permission to expand the committee by 2 additional members.
 - E. Other: none

- III. **OLD BUSINESS:**
 - A. Linkages to other advisory committees/proposed meeting schedule: no discussion.

- B. Parks and Recreation Scholarship Fund: no discussion.
- C. Agency Funding Requests: The suggestion was made that this be tabled until the issue of membership of the committee is resolved.
- D. Other: none

IV. COMMUNICATIONS/REPORTS:

- A. Review of Department activity and other items in packet and discussion with SSD Director:
- B. Program updates
 - Graustein Foundation Discovery Grant: subcommittees and Discovery Workshop
 - LWVCT Community Conversations: proposed follow-up meeting
 - Adult Services
 - Senior Services: Development of a long-range plan
 - Youth Services
- C. Other

V. PLANS FOR FUTURE MEETINGS

- A. November: "Youth Service Bureau Advisory Board"
- B. December: Commission on Aging- Long Range Plan
- C. January: Agency Funding Requests

VI. ADJOURNMENT

Next Meeting: November 4, 3:30 PM; M. Hauslaib announced that she will not be able to attend this meeting.

Meeting adjourned at 5:00 PM

Respectfully submitted,

Kevin Grunwald, Director

TOWN OF MANSFIELD
Solid Waste Advisory Committee
Minutes of the Meeting
October 14, 2004

Present: Gogarten (chair), Smith, Roberts, Knox, McLaughlin, Hultgren (staff), Walton (staff)

The meeting was called to order by Chair Gogarten at 7:35 p.m.

The minutes of August 26, 2004 were reviewed and no corrections made.

Hultgren reported that staff has been keeping track of the origins of bulky waste delivered to the transfer station. 25% to 30% of bulky waste is from town projects. Based on this finding, the fee of \$20 per cubic yard comes closer to recovering the residential share of bulky waste than previously thought.

Hultgren stated the trash compactors at the transfer station are already paying for themselves. Unlike the other trash roll-offs, which were emptied two or three times per week, one compacted roll-off is emptied every 7 to 10 days at \$125 per haul. With the total rental for both compactors at \$300 a month, the town is saving several hundred dollars each month from the reduced number of hauls.

Hultgren reported that the landfill closing will be finished in another week, a week later than planned. The surface has been seeded with grass and the final step will be to survey the completed landform. A portion of the capped landfill will continue to be used for processing wood and brush.

Walton stated that 55% of the waste was either composted or recycled from the Festival on the Green. Most of the compostable waste was plastic-coated cups. The compost is currently being managed at the transfer station. There have been a couple of inquiries about the use of the compostable knives, forks and spoons since the Festival. Staff was directed to submit some publicity to trade journals. Walton said that Cynthia van Zelm was also going to include this information into the Downtown Partnership's follow-up publicity.

Hultgren reported that the proposed LEED policy for town municipal building projects was brought before town council on October 12. The council decided to postpone a decision for two weeks, as they wanted some public input. A press release has been sent out to the local papers and radio stations and staff is gathering LEED case studies that include cost analyses for council members. SWAC members were encouraged to attend the next town council meeting on October 25, 2004. Smith stated that a LEED training workshop is being offered to any interested persons on November 3, 2004 from 5:30 to 7:30 in the town council chambers. This is being organized by Citizens for Responsible Growth.

Walton and Hultgren stated progress is being made on transfer station data entry, but no reports

were available to review. They should have them ready by the next SWAC meeting. Thus far 2100 stickers have been issued at the transfer station.

Walton passed around a draft of a litter ordinance for review. Walton used other Connecticut communities' ordinances as a guide, which are essentially identical to one another. However, Walton inserted an enforcement section that was taken from Mansfield's solid waste regulations.

Walton reminded members that America Recycles Day is November 15. She stated that she would be encouraging the schools to take part in a CD/tape swap and recycling project sponsored by the CRC.

Walton reported that in September she, EO Smith teacher Julie Sherman and an EO Smith student met with UConn marketing professor Dr. Srinivasan, to discuss conducting a school survey on attitudes toward recycling. Although Dr. Srinivasan can not conduct the survey, he thought that he might be able to enlist help. No further word has been received from him. In the interim, Walton will work with the student to observe some disposal activities at the school.

No further action has been taken with UConn on coordinating recycling promotion.

Hultgren reported that a resident asked if he could take electronics from the transfer station. Since no scavenging signs were recently placed at the transfer station, he has not been able to gather materials. His interest is in teaching students how to repair electronic equipment. The resident will put together a proposal for Town review.

Some discussion ensued about informing residents to erase information on hard drives from leaving them at the transfer station. One thought was to have a strong magnet available at the transfer station. No action was taken.

The next meeting was set for November 18, 2004

The meeting was adjourned at 8:35 pm

Respectfully Submitted,

Virginia Walton
Recycling/Refuse Coordinator

Cc: Lon R. Hultgren, Director of Public Works, Members, file, Town Manager, Town Clerk



REC'D OCT 18 2004

October 14, 2004

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

Dear Mr. Berliner:

Enclosed please find 1st quarter statistics for FY 2005 for services provided by VNA East to the town of Lebanon.

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

Sincerely,

A handwritten signature in cursive script that reads "Susan Bergeron". The signature is written in dark ink and is positioned above the printed name.

Susan Bergeron
Executive Assistant

Encl.

VNA EAST
34 LEDGEBROOK DR
MANSFIELD CTR, CT 06250
PH: 456-7288 FAX: 423-5702

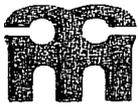
VISIT STATISTICS
7/30/04 - 9/30/04

<u>SERVICE</u>	<u>MANSFIELD</u>	<u>AGENCY</u>
Skilled Nursing	949	6,206
Physical Therapy	253	1,462
Speech Therapy	9	17
Occupational Therapy	43	152
Medical Social Work	41	154
Home Health Aide	680	4,156
Home Health Aide Sprvsn.	8	16
Homemaker	0	0
Companion	0	0
TOTAL	1,983	12,163
COMMUNITY ACTIVITIES		
Adult Health Screening	87	653
Flu & Pneumonia	0	0
TOTAL	87	653
MEALS TO HOME	836	6,560

THIS PAGE LEFT

BLANK

INTENTIONALLY



Early Childhood Education: Improving the Quality of Life in Our Towns and Cities

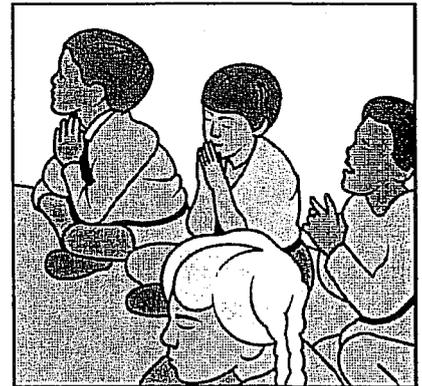
Mayors and first selectmen are responsible for ensuring the provision of an array of services in their communities – public safety, education, social services, road repair, etc. They are committed to ensuring the day-to-day health and welfare of people and businesses within their municipality. At the same time, they are focused on long-term efforts to make towns and cities more viable, livable communities – where parents have jobs and where children have the wherewithal to reach their full potential.

Recognizing that the welfare of Connecticut's nearly half million children between the ages of birth and eight is a focus of concern for both families and for municipalities, CCM and the Connecticut Commission on Children, with assistance from the National League of Cities, launched the Towns Help Kids Succeed Initiative in 2003.

By bringing together CCM's expertise in the workings and concerns of local government and CoC's expertise in child and family development issues, the Initiative aims to make the opportunity for early childhood success a reality for all of Connecticut's young children.

The goal of the Initiative is to enhance school readiness and early childhood development in Connecticut's towns and cities through more effective and sustained leadership by mayors, first selectmen, councilmembers, city/town managers and other municipal officials.

CCM and child advocacy groups are looking to the Governor and the General Assembly to strengthen a committed focus on early childhood education. Recognizing its importance, Governor M. Jodi Rell has already made early childhood development a top priority of her new administration.



The Benefits of Early Childhood Education are Well-Established

Extensive research has demonstrated that high-quality childcare over the first three years of life is related to less problem behavior and higher cognitive development in later childhood.

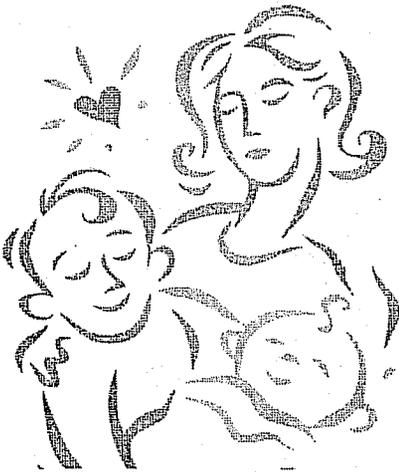
Children nurtured in stable, developmentally appropriate environments enter school ready to learn and are less likely to drop out of high school, engage in juvenile delinquency, or rely on social services. As a result, effective school readiness and other early childhood programs will diminish future costs of remedial education, welfare, and criminal justice – and help develop and sustain viable, livable communities. These children become part of the better educated and highly trained workforce that communities – and the State – need for sustainability and economic success.

Legislative Successful for Early Childhood Programs

In collaboration with the Connecticut Commission on Children, CCM is engaged in many early childhood efforts. During the last legislative session, CCM and CoC successfully supported legislation that:

- (1) Increased funding for preschool, as well as financing of childcare for working families. *Preschool funding was increased by \$8.5 million;*
- (2) Established the State Council on Poverty, which is mandated by the Connecticut General Assembly to develop a plan to reduce child poverty in Connecticut by 50% by 2014; and
- (3) Opened a financing mechanism for municipalities to build facilities for early childcare and education through an innovative loan fund with the State.

Healthy Childhood Starts at Conception



The health of a child is dramatically shaped during the pre- and post-natal phases of life. Children suffer when their mothers do not receive prenatal care. The chances of life-long danger to the child from poor nutrition and exposure to harmful substances are the greatest during the first 90 days of pregnancy. Mothers without prenatal care deliver three times more premature babies and about four times more low birth-weight babies than other women; five of their babies die for every one delivered to a mother receiving prenatal health care.

One to two percent of all infants are born with a disabling condition. By age five, children with disabling conditions range from 8-12%.

If intervention is delayed until age six, rather than beginning at birth, education costs to age 18 are 50% higher.

Twenty-five percent of children under six have excessive levels of lead in their blood. Lead poisoning is a preventable problem, but one which puts children at risk of learning disabilities, severe illness and significantly reduced IQ's.

What Can be Done to Bolster Early Care, Safety and Learning of the Young?

Some solutions for school-ready children are within our reach. Achieving school readiness requires a coherent set of strategies, which include:

- A retooled system of care and education for young children, pre-natal through age eight, that is coordinated and integrated for high quality, with benchmarks and standards;
- Pre-natal care to promote the health of infants and to reduce the incidence of infant mortality and low birth-weight babies;
- Universal access to post-natal and pediatric healthcare, nutritional guidance and health coverage;
- Good childcare arrangements for parents at work and in job training to promote optimal child development; and

- Oral language development at home and in early care and education setting to facilitate early reading success.

The Growing Opportunity for State and Local Leadership in Children's Issues

Research on the development of young children and the needs of working families has clearly pointed to the need for improved systems of early care and education. Municipal leaders are well positioned to make important contributions to early childhood policy and program implementation.

There is a golden opportunity for the State to assist local leaders in guiding young children's policy and programming, in that:

- Devolution is increasing the need for local leadership in children's policy;
- Federal and state dollars are recognizing the importance of the early years;
- Schools are supportive of a focus on quality early care and education to ensure that children are ready for school;
- Welfare reform necessitates care for children while parents are being placed rapidly into the workforce;
- Concerns with safety resulting from an increase in child abuse reporting, missing children as well as the focus on homeland security silhouetted the need for children to be in safe environments while the family caregiver is working;
- Language and literacy are becoming a bridge to school success and are significantly recognized by the current federal administration in both budget and program opportunities for towns such as the Early reading First grants; and
- Numerous health and safety initiatives are linked to early childhood such as home visitation and immunization.



The Governor and Legislature can provide municipalities with the financial and technical assistance to:

- Assess community needs and prepare locally appropriate strategies to address quality, access and coordination;
- Utilize municipal funds, buildings, services and regulatory functions to support early childhood programming;
- Identify opportunities to leverage funding for childcare and early education;
- Connect families to available early childhood programs and subsidies;
- Help build public-private partnerships to expand the local supply of childcare and other early childhood programs;
- Spur local innovations in early childhood programming that can serve as models for statewide change; and
- Support data-gathering efforts at the local level to improve our broader understanding of the field.

Why Early Childhood Success is Important for Communities

- Early childhood education helps close the educational achievement gap.
- For every dollar invested in quality preschool programs, seven dollars are saved in the costs of remedial schooling, criminal justice, and welfare.
- The Connecticut penal system projects its future prison population on the basis of third-grade test scores.
- Ninety percent of a child's brain paths are established before the age of 5, the start of kindergarten.

For more information on the Towns Help Kids Succeed Initiative please go to www.ccm-ct.org.

* * *

For more information on this or other state-local issues, please contact Ron Thomas, Jim Finley or Gian-Carl Casa of CCM at (203) 498-3000.

APPENDIX

The Key Role of Local Officials in Effecting Change for Children and Families.

Mayors, first selectmen, and city/town councilmembers play a vital role in improving affordability, access, quality and supply of early care and education. Local officials are using their “bully pulpit” to generate public will for improvements in early care and education, and convening community stakeholders and engage new partners. They bring together city/town agencies, local child care providers, the school system, and advocates to coordinate local systems of care for young children. For instance, Mayor John DeStefano has developed the “Mayor’s Early Childhood Initiative”, which implements programs designed to expand the quality and quantity of childcare and family support services in New Haven, Connecticut. In Stamford, Connecticut, Mayor Dannel Malloy has developed a school readiness program – housed in its own new building – that provides early care and education for three and four-year olds to ensure that children’s “social, cognitive, physical, emotional, creative, language and cultural development needs” are met.

Towns Help Kids Succeed Initiative

The Towns Help Kids Succeed Initiative aims to make local chief executive officers more knowledgeable about the importance of early childhood success and increase their awareness of the policies and programs that promote it.

During the first year, the Initiative raised the awareness of municipal leaders on the issue of early childhood success and convened and assisted interested municipal officials to promote the sharing of ideas and strategies for future progress across communities throughout the state. This was achieved through, among other things (1) establishing “Focus Communities”, which received in-depth technical assistance on children-related programs of their choosing; (2) articles in *Connecticut Town & City*, newspapers and other publications, (3) workshops and other training sessions; (3) establishing the Task Force on Early Childhood Success, comprised of municipal officials, to assist CCM in developing public policy; (4) developing an outline for a compendium of municipal “best practices,” (5) creating a Web site, “Towns Help Kids Succeed”, which offers easy-to-use information on such early childhood issues as health, learning, and safety from a municipal perspective; and (6) developing two Listservs that allow Connecticut leaders to exchange information on early childhood development issues.

CCM and COC’s early childhood initiative grows out of its prior work on issues of school readiness and school financing within Connecticut. In September 1999, CCM and the COC had partnered, and with support from the Fairfield County Foundation, prepared a report on school readiness in Connecticut’s southwest region. The report set the stage for ongoing local and regional planning and policy implementation to maximize resources and bring all Fairfield county stakeholders together in the interest of children.

CCM and COC have also worked closely on the National Crime Prevention Council’s “Embedding Prevention in State Policy and Practice” Initiative, the State’s Afterschool Initiative, as well numerous other projects and workshops regarding children and families.

* * *

For more information, please contact Ron Thomas or Jim Finley of CCM at (203) 498-3000.

THIS PAGE LEFT

BLANK

INTENTIONALLY

Keep Working Farms In Connecticut

TABLE OF CONTENTS

Introduction: Why care about farms?	1
Problems faced by farmers	2
What Connecticut has done so far to help farming	3
What can the Governor and the General Assembly do to help working farms?....	4
Summary	4

A. Why care about farms?

Farms to many of us are quaint, bucolic reminders of Connecticut's proud agricultural past. They are nice to look at, but an anachronism in the high-tech world of today. The reality is that working farms are very relevant to the health of the CT economy and to our much-vaunted quality of life.



It is important to look at farms as businesses, not just open space or "fields of amber grain."

We need to give our local farmers and businesses a way to build upon the many positives that Connecticut farms have to offer, such as preservations of open and green space, home grown foods and products, and their important role in a diverse state economy.

This *Candidate Bulletin* summarizes some of the major issues facing the state with regard to current and future farm investment. It provides a brief synopsis of where we are and where we need to go in order to keep farms in Connecticut.

B. Problems faced by farmers

National Trends

The decline of farms in Connecticut is a reflection of a national trend. Urban sprawl increased throughout the 1970s and 80s as suburban developments took the place of small farms across this state and other parts of the U.S. As the number of farms began to decrease, a few large food distributors began to take hold of America's food supply (for instance, five companies control 75% of the global vegetable seed market.)¹

Nationally, farm subsidies have helped sustain larger farms that distribute food nationwide and globally as opposed to smaller farms, which distribute locally. A study done in Southeastern Minnesota in 1997 found that while farm products in that region earned \$866 million, it cost \$947 million to raise the food. The study also uncovered that because of a system by which a relatively small number of corporate grocers purchase food from a few national distributors rather than buying locally grown produce, that region's economy misses out on \$800 million dollars a year.ⁱⁱ

These findings apply to Connecticut also. As should be obvious, the money spent in Connecticut grocery stores that do not carry Connecticut Grown products goes to the economies – and farmers – in other states.

The Situation in Connecticut

The farmland situation in Connecticut is important because it affects us all. Here are some disturbing statistics:

- Connecticut is in the top 10 states that lost land to development from 1982-1997;
- Since 1988 Connecticut has lost more than 100,000 acres of farmland;
- Farmland declines about 2% a year in Connecticut, twice the national averageⁱⁱⁱ; and
- Some small towns in Connecticut no longer have any working farms at all.

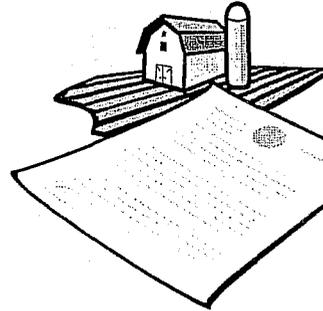
Farmers throughout the state feel the pressure to give up their way of life and sell farms that have been in their families for generations. Persistent development offers frequently provide farmers prices that are difficult to resist. Farmland in Connecticut is higher in value than anywhere else in New England. The value of such land has risen 23% in value in five years, from around \$6,000 per acre to \$7,300 an acre.^{iv}



C. What Connecticut has done so far to help farming

The Connecticut General Assembly has taken several steps to help farmers, but much more still needs to be done. As recently as the last legislative session, initiatives regarding farms in Connecticut have been passed, including:

- **Special Act 04-2** authorizes \$500,000 for the Farm Reinvestment Program for fiscal year 2004-2005. These funds may be used for capital improvements to working farms. Matching monies are required for participation in this program.^v
- **Public Act 04-223** Increases from 75 to 90 percent, the total percentage of state/federal grant monies for which farmers may apply when matching dollars for farm waste management projects.^{vi}
- **Section 19 of Public Act 04-1** allows a new authorization of \$2 million dollars for the fiscal year 2004-2005 to the Department of Agriculture to preserve farmland in Connecticut before it can be acquired by developers and used for non-agricultural purposes.^{vii}



Non-governmental programs have also sprung up in Connecticut:

- **Connecticut Food Policy Council:** Helps guide Connecticut food policy. CFPC operates a 400-member Community Supported Agriculture (CSA) program that distributes produce to low-income people.
- **Connecticut Grown:** An ongoing initiative to (a) increase the demand for Connecticut products, (b) increase sales and value of Connecticut products, (c) increase farm product profitability, (d) increase farm production, and (e) diversify farm products and farm use capabilities.
- **The Hartford Food System:** Founded in 1978 this nonprofit organization works to give people in the state better access to nutritious and affordable food. Some of its achievements include improved transportation to food outlets and a grocery delivery service for homebound elderly people.

While all of these programs are a good start in helping the sustainability of state farms; there still is much to be done. Several town leaders report that many farmers are losing their farms or barely scraping by.

D. What can the Governor and the General Assembly do to help working farms?

Several legislative initiatives that would help local farmers include:

- Strengthening the **Purchase of Development Rights (PDR)** program in Connecticut by (a) providing a greater endowment for the purchase of farmland, (b) providing interest on annual payment installments to farms in order to keep up with inflation, and (c) encouraging the Department of Agriculture to purchase farmlands less on the basis of economic viability and more so on the basis of curbing destructive sprawl.
- Establishing a program to (a) encourage institutions such as **schools, businesses, and other state agencies to begin serving a percentage of Connecticut-grown produce inside their cafeterias and (b) coordinate such purchases.**
- **Coordinating farmers' markets** in order to create a more efficient system. Local farmers can benefit from joining together – allowing them to share marketing, transportation, and distribution capacity.
- Creating an **on-line statewide database that would list Connecticut's farms and where their products are available**, allowing people to see what local options there are before going out of state or to the supermarket.
- Utilizing **models for farm preservation** that have worked elsewhere. For instance, Massachusetts formed the Community Involved in Sustaining Agriculture (CISA) program that offers assistance programs, special events, and marketing campaigns all geared toward sustaining the farm industry.



E. Summary

Farming is an important part of Connecticut's socio-economic identity. National trends and our state's own sprawl development patterns have conspired to reduce the number of working farms, hurting our quality of life and our economy. The State has begun to take steps to help preserve and sustain working farms, but a more focused, concerted effort is needed to stop the destructive loss of Connecticut's agricultural heritage.

X:\Bulletins\CANDIDATE BULLETIN\2004 CANDIDATE BULLETINS\farmissues.draft.doc

ⁱ "The Gene Giants: Update on Consolidation in the Life Industry;" and Heffernan, "Consolidation in the Food and Agriculture System"

ⁱⁱ Meter and Rosales, "Finding Food in Farm Country: the Economics of Food & Farming in Southeast Minnesota. 2001 pp3-5.

iii "The Shape of Things to Come: Is Connecticut Sprawling?" Regional Plan Association for The Connecticut Regional Institute for the 21st Century, May 21, 2002.

iv "Food Security in Connecticut" 2002 Annual Report of the Connecticut Food Policy Council
<http://www.foodpc.state.ct.us/images/2002IndicatorsReport.pdf>

v Connecticut Department of Agriculture: <http://www.ct.gov/doag/cwp/view.asp?a=1366&q=258960>,
7/26/2004

vi Ibid

vii Ibid

** **

If you have any questions concerning this bulletin, please call Jim Finley, Associate Director of CCM for Public Policy & Advocacy, Gian-Carl Casa, Director of Legislative Services, or Kachina Walsh-Weaver, Legislative Associate, at (203) 498-3000.

THIS PAGE LEFT

BLANK

INTENTIONALLY



STATE MANDATES ON TOWNS AND CITIES

TABLE OF CONTENTS

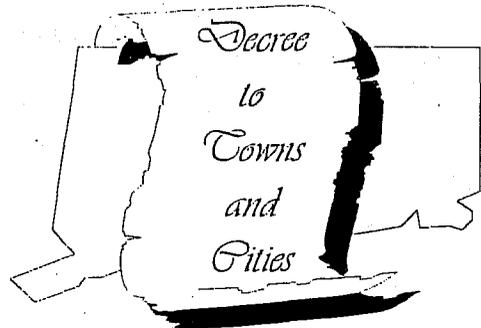
INTRODUCTION.....	1
THE EFFECTS OF STATE MANDATES.....	2
OTHER KINDS OF STATE MANDATES.....	3
STATE MANDATES: THE NEXT STEP.....	3
CONCLUSION.....	5
APPENDIX: RECENT STATE ACTIONS.....	6

INTRODUCTION

State mandates are requirements and standards imposed by the State on towns and cities. State mandates burden residential and business property taxpayers with significant costs.

Local governments support the objectives of many of these mandates, such as special education, public health, recycling of reusable wastes, and clean water requirements. However, towns and cities object when the State does not provide commensurate funding.

Municipalities in Connecticut are too often forced to carry out state policies with little or no state funding. In some cases (such as solid waste disposal), where municipalities have undertaken the responsibility in the past, they may have to bear part of the cost. However, it is inappropriate and inequitable to force towns and cities to assume all or most of the costs – and thus to pass these costs on to local property taxpayers.



Progress has been made on this front. Over the past decade there has been a growing legislative reluctance to impose or expand unfunded state mandates on towns and cities. Three developments have contributed to this:

- The establishment of legislative procedures to (a) indicate the fiscal impact on municipalities of proposed legislation, and (b) identify potential state mandates.
- The enactment of mandates reform legislation in 1993 that established (a) a one-year delay in the municipal implementation of new and costly state mandates, (b) a reporting of newly-enacted state mandates after each legislative session, and (c) a periodic report detailing all constitutional, statutory and regulatory state mandates on towns and cities.

- The cry from municipal officials and property taxpayers for relief from the financial and administrative problems caused by state mandates.



In a major victory for municipalities and their property taxpayers, the 1996 General Assembly voted to end the onerous mandate that towns and cities provide special heart disease and hypertension benefits for police and fire personnel hired on or after 7/1/96. In addition, the 1997 General Assembly reduced the amount of administrative or "paperwork" mandates with which municipalities must contend and eliminated the mandate that municipalities remove and store the possessions of evicted commercial tenants.

Despite the positive developments, however, more needs to be done: the *fiscal note and mandates -identification procedures* need to be improved, *state responsibility for funding mandates* needs to be fixed, and the difficult job of reducing the *burdens of existing mandates* by repeal, modification, or funding remains unfinished. Also, towns and cities have been unsuccessful in efforts to enact *a statutory prohibition against new, unfunded state mandates*.

Further, in 2002 the General Assembly expanded one of the most onerous unfunded state mandates – the prevailing wage rate. Public Act 02-69 requires contractors (and municipalities) to pay construction workers based on annual prevailing wage adjustments. This will increase overall construction costs.

THE EFFECTS OF STATE MANDATES

Unfunded state mandates exert enormous pressures on towns and cities.

Connecticut's towns and cities must comply with over 700 *statutory* state mandates, according to a report prepared by the Connecticut Advisory Commission on Intergovernmental Relations (CT ACIR). In addition, *regulations* implementing these statutes and other *administrative* mandates further increase the requirements and costs imposed on local governments. CCM and other public entities registered concerns about a proposal ruling by the State Freedom of Information Commission (FOIC) that would have, among other things, required public agencies to retain, in many cases, indefinitely – voicemail messages. After lengthy and costly administrative proceedings, the FOIC voted not to adopt such a significant unfunded mandate.

Half of all municipal expenditures in Connecticut pay for state-mandated services or benefits – leaving half of all local budgets beyond local control.

Prevailing wage requirements, binding arbitration, special education, minimum expenditure requirements (per-pupil education spending), revaluation requirements, clean water, and other unreimbursed or under-reimbursed state mandates cost towns and cities hundreds of millions of dollars each year.

In addition, towns and cities lose staggering amounts of revenue as the result of **state-mandated property tax exemptions** for real and personal property owned by the State, real and personal property owned by private colleges and hospitals, computer software owned by businesses, and the list goes on.

These state-imposed obligations and state-imposed revenue losses force all municipalities to increase their property tax rates.

OTHER KINDS OF STATE MANDATES

In numerous situations, although the State does not direct a specific mandate to municipalities, it effectively imposes one. These *mandates in effect* occur when the State abandons necessary state-provided services that citizens rely on and need.

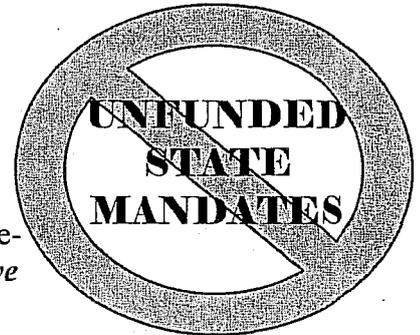
Municipalities must then continue to provide these services at local expense. For example, deinstitutionalization or cutbacks in funds for mental health institutions and for juvenile homes could shift the service burden to local health personnel, social workers, police officers, and others.

In some cases, the General Assembly passes legislation that a municipality may adopt by local option which, as a practical political matter, the local government cannot avoid. Thus, the State imposes what could be termed an *optional mandate*.

STATE MANDATES: THE NEXT STEP

Although the State has become more aware of the impact of state mandates on municipalities, and their consequences in terms of financial and administrative burdens, much more remains to be done.

The municipal fiscal notes, mandates identification, and reimbursement consideration procedures while helpful, need to be improved. These requirements, while modestly successful in preventing the enactment of *prospective mandates*, have done little to deal with *existing mandates*.



CCM recommends that the 2005 General Assembly and the Governor take the following actions to provide mandates relief to hard-pressed local property taxpayers:

1. ***Prohibit by statute the enactment of new or expanded state mandates on towns and cities unless such mandates are accompanied by full state funding.***

A *statutory* prohibition would (a) place the burden of proof on the State to demonstrate *why* a mandate is needed, (b) present the General Assembly with the issue of municipal reimbursement upfront, as the issue of enactment is debated, and (c) allow the State, through use of a "notwithstanding clause", to avoid full or even partial reimbursement for a new or expanded mandate *if there are compelling public policy reasons to do so*.

This needed reform would require the General Assembly to inject cost-benefit analyses into debates on state mandates, while providing the State with the needed flexibility to enact truly necessary mandates.

2. ***Improve the estimation of municipal fiscal impact on proposed legislation to more accurately reflect the cost towns and cities would be forced to assume.***

The Office of Fiscal Analysis needs to revamp its procedures and dedicate adequate personnel resources to accomplish this. In addition, efforts should continue to invite and encourage the cooperation of municipal officials in assisting OFA staff in preparing fiscal notes on all bills and amendments that impact towns and cities. CCM will work with OFA on this effort.

3. *Ensure (a) that municipal fiscal impact statements are prominently displayed on all legislative bills and amendments and (b) that such fiscal notes are available to all legislators well in advance of action on the proposal.*

Particularly in the case of amendments and conference committee reports, the fiscal note is sometimes hastily assembled and often not in the hands of all legislators prior to a vote.

4. *Ensure that Appropriations Committee review of proposed state mandates, as called for in CGS 2-32(b), be followed in every instance. Ensure that committee members have adequate fiscal and other information to make a thoughtful decision on municipal reimbursement.*

Municipal advocates often have to remind legislative leaders to observe this referral requirement, particularly during the end-of-session debates. Appropriations Committee action on proposed mandates is sometimes perfunctory.

5. *Provide that the statutory fiscal note and mandates review procedures continue to be included in the General Assembly's Joint Rules to assure legislative compliance.*

This action will underscore the importance of these procedures, and ensure that all requirements are observed. The General Assembly's Joint Rules are designed to regulate the legislative process.

6. *Avoid "unmandating" any state-funded program local residents and property taxpayers rely on, so the local government is not forced to pick up all the costs.*

"Unmandating" merely forces municipalities to continue to provide such service at local expense. It does not constitute true mandates reform.

7. *Reevaluate the appropriateness of existing mandates as well as the level of municipal reimbursement, if any, that accompanies them. In general, eliminate, modify, or fund those state mandates that are not fully funded.*

Municipalities recognize that it is neither practical nor desirable to eliminate all unfunded or inadequately funded state mandates, but relief is long overdue.

1992 saw the Governor and General Assembly make some important changes to the binding arbitration mandates. 1993 gave birth to significant mandates reform legislation. The 1996 General Assembly enacted reform of the heart and hypertension mandate. In 1997 the legislature greatly reduced "paperwork mandates" on towns and cities. In 2002 the General Assembly provided relief by allowing municipalities with uniform grand lists and that meet reasonable standards to be exempt from conducting revaluation every four years. In 2005 the legislature and the Governor should build upon this progress. Connecticut's local property taxpayers – residents and businesses – can no longer afford to have state officials ignore the need for comprehensive reform of state mandates.

CONCLUSION

Municipal control over municipal finances must be restored in Connecticut. The necessary first step toward reaching this goal must be a reexamination and reform of the state mandates system. Local property taxpayers deserve no less.



If you have any questions concerning this bulletin, please call Jim Finley, Associate Director of CCM for Public Policy & Advocacy, Ron Thomas, CCM Manager of State and Federal Relations, or Bob Labanara, Legislative Associate, at (203) 498-3000.

X:\Bulletins\CANDIDATE BULLETIN\2004 CANDIDATE BULLETINS\State Mandates.doc

APPENDIX: RECENT STATE ACTIONS

In recent years, the General Assembly and the executive branch have recognized the significant financial and administrative impacts of state mandates on towns and cities. Yet, existing procedures fall short of (1) adequately identifying the municipal fiscal impacts of proposed legislation, (2) fully informing legislators of the local consequences of proposed legislation, and (3) effectively protecting the interests of local property taxpayers.

Municipal Fiscal Notes

Statutory requirements for *municipal fiscal notes* help identify potential costs, and impacts on municipal revenues, of proposed state legislation [CGS 2-24, 2-24a] and proposed state regulations [CGS 4-170(b)]. While the General Assembly has begun to look at such fiscal notes more carefully than they have in the past, these fiscal impact statements are sometimes inadequate and ignored.

The crushing demands placed on the staff of the Office of Fiscal Analysis (OFA) sometimes lead to hastily drafted and incomplete municipal fiscal notes. Legislators, also harried, often find such hastily prepared fiscal notes of little help in formulating positions on legislation affecting municipal budgets. This is particularly true late in the legislative session when numerous amendments are filed and there is little time to completely evaluate the impact of each proposal.

Also, municipal fiscal notes written to assess the *impacts of proposed state agency regulations* (prior to final legislative approval) are too often based on the analysis done by the agency itself.

Mandates Identification and Reimbursement

Section 2-32b of the Connecticut General Statutes addresses the issue of state mandates on towns and cities. This statute is summarized below.

CGS 2-32b(a): Defines "state mandate" as "...any constitutional, statutory or executive action that requires a local government to establish, expand or modify its activities in such a way as to necessitate additional expenditures from local revenues, excluding any order issued by a state court and any legislation necessary to comply with a federal mandate..."

Also, establishes *six categories of state mandates to towns and cities*: organization and structure, due process, service, interlocal equity, tax exemption, and personnel. Provides a definition for each mandate category.

CGS 2-32b (b & c): Requires that cost estimates, or municipal fiscal notes, be attached to any bill, amendment, or conference committee report that would create or enlarge a state mandate on towns and cities. This is done to assist the General Assembly in understanding the potential *local costs of the mandate* under consideration.

CGS 2-32b(d): Requires that any bill, amendment, or conference committee report creating or enlarging a state mandate on towns and cities be *referred to the General Assembly's Appropriations Committee*. The Committee must then make a determination as to (1) whether or not such proposal creates or enlarges a *state mandate*, and, if so, which type of mandate is created or enlarged, and (2) whether or not a *reimbursement* is recommended to accompany the mandate, and, if so, what amount and form the reimbursement would take. The State can dispense with this referral requirement only by a vote of two-thirds of each chamber of the General

Assembly. The most recent General Assembly continued past practice and included this statutory procedure in the Joint Rules of the House and Senate.

The Appropriations Committee, and the General Assembly as a whole, have too often paid lip service to these requirements. Referrals of proposed state mandates to the Appropriations Committee don't always occur, and when they are referred, the issue of municipal reimbursement is often not given adequate consideration.

1993 Mandates Reform Legislation

After extensive lobbying by municipal officials and CCM, the 1993 General Assembly enacted reforms to the process of establishing state mandates.

As a result, state statutes now provide the following three-step process to keep mandates "on the front burner":

Step 1 – There is a **one-year delay in the implementation of any new state mandate on towns and cities (that is, an Act that requires an appropriation of funds from local budgets in order to effect compliance)** enacted after January 31 of each legislative session [CGS 2-32a]. This delay affects virtually every new state mandate. The General Assembly therefore has additional time to consider calls for rejecting or modifying the mandate before implementation.

Step 2 – Within 90 days following the adjournment of a regular legislative session or a special session, or by September 1, the **CT Advisory Commission on Intergovernmental Relations (CT ACIR) must submit a report to the General Assembly's majority and minority leadership listing all new state mandates** enacted during the recently concluded session, the estimated cost to municipalities, and level of state reimbursement, if any.

Step 3 – Every four years (last published February, 2002), the **CT ACIR must, within two weeks of the convening of each regular legislative session, submit a report to the General Assembly that presents a comprehensive list of every constitutional, statutory, and regulatory state mandate on towns and cities.** The CT ACIR must also file annual updates to this report [CGS 2-79a(c)].

This report also includes the date of each mandate's original enactment or issuance along with a brief historical description, and a cost analysis for local government implementation. The CT ACIR may also, at any time, decide to make recommendations regarding needed reforms for specific mandates.

Binding Arbitration Reform:

In 1995, the General Assembly enacted some needed reforms to the compulsory binding arbitration laws by, among other things, (1) requiring arbitrators to give priority attention to the financial capacity of a municipality or school district; and (2) giving local legislative bodies the authority to reject initial arbitration awards by a two-thirds vote.

Although these amendments provided some relief, they did not go far enough. More reform is needed. Compulsory binding arbitration has succeeded in bringing labor-negotiation disputes to a conclusion without strikes and disruption of services, but the cost of this labor peace to property taxpayers is often seen as excessive and unjustified. And municipalities are at times pressed into agreeing to higher contract agreements during regular negotiations out of fear of being burdened with even larger and more costly awards through the binding arbitration mandate.

The current process does not pay adequate attention to the fiscal health of municipalities, that is, whether its residents and businesses can afford these arbitration awards. In addition, the State has mandated that towns and cities follow one process, while the State itself follows another. After the State rejects an award, the parties go back anew to the bargaining table. CCM seeks to add fairness and transparency to the binding arbitration process.

CCM testified during the 2004 legislative session in both public and information hearings, supporting the following modifications to both the Municipal Employees Relations Act (MERA) and the Teacher Negotiation Act (TNA):

- ⇒ *CCM supports* that when a local legislative body rejects an arbitrated award by a two-thirds vote, the contract goes back to negotiation, as it does under the arbitration statute for state employees, rather than going to a second, final and binding arbitration panel.
- ⇒ *CCM supports* exemption of municipal fund-balances from the ability-to-pay calculation used by arbitrators, up to at least 5% of operating expenditures, as recommended by the bond-rating houses and the Government Finance Officers Association. The ability-to-pay formula takes into account such things as property and income wealth, effective property tax rate, and other financial demands on the community. Although arbitrators are to consider a municipality's ability to pay when considering awards, union representatives have pointed to a municipality's fund balance to say that the municipality can indeed afford an award. Siphoning off the fund balance to pay for increased employee benefits can adversely affect a municipality's bond rating (from AAA to AA, etc.), which can be financially costly to municipalities and their taxpayers. Fund balances are not surplus monies, but are "rainy day" funds that help ensure a municipality's stability in times of unforeseen financial emergencies.
- ⇒ *CCM supports* that arbitrators pay particular attention to the local property tax burden. CCM supports requiring that arbitrators consider, at the town's request, the town's high effective tax rate as published by OPM. The effective property tax rate is a valuable indicator when examining municipal need because higher effective tax rates suggest that municipalities have either: (a) a heavier burden in providing public services; (b) a weaker tax base; or (c) both.
- ⇒ *CCM supports* strengthening the ability of towns to seek court relief from arbitration awards if arbitrators do not give the appropriate weight or consideration to financial capability issues when rendering awards.

Efforts to enact meaningful reform to the binding arbitration process were not successful during the 2004 session.

100 CONSTITUTION PLAZA • HARTFORD • CONNECTICUT • 06103 • TELEPHONE (860) 757-7700
FAX (860) 757-7743

October 21, 2004

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

Dear Mr. Berliner:

It has been a little over two years since the new Connecticut Resources Recovery Authority was created. Our new board of directors and new management team have been working diligently to salvage a situation that many believed was hopeless. Our efforts are paying off, as evidenced by the steady stream of good news about CRRA in the last few months:

- In March, CRRA completed renegotiating the long-term lease for its headquarters, saving \$850,000 over the eight years remaining on the lease.
- In May, the National Geographic Society returned a \$500,000 contribution in response to an inquiry from the new CRRA board and Attorney General Richard Blumenthal.
- In July, the CRRA board approved a settlement of its bankruptcy claim against Enron. Through the settlement, reached by the Office of the Attorney General, CRRA's Mid-Connecticut Project, the source of the funds lost in the transaction, was expected to recover \$82.7 million or 37 percent of its loss. Under a plan approved by the bankruptcy court, the average creditor will only receive about 19 percent.
- In August we approved a new energy contract with Select Energy for power generated by the Mid-Connecticut Project. Due to changes in the power markets, the two-year contract will bring CRRA approximately \$9.5 million more than we had originally forecast.
- And later in August, the new CRRA board tentatively accepted a bid to sell our bankruptcy claim for \$111.2 million to Deutsche Bank Securities. That was a premium of \$28.5 million, or almost one-third more than we would have received under the bankruptcy court plan.

Much of this news directly impacts CRRA's Mid-Connecticut Project. But all of these accomplishments are good news for you, the members of the (name of project) Project and all CRRA-member towns:

- First, they demonstrate that we have restored CRRA's financial stability.
- Second, cost-containment efforts such as the lease renegotiation reduce the amount of overhead CRRA charges to its projects. That benefits your town's tip fees.
- Third, because we have put out the fire, so to speak, we can shift more of our attention to our primary mission – developing cost-effective, environmentally responsible long-term solutions for managing the state's solid waste. It is true that we have been spending a significant portion of our time on the Mid-Connecticut Project, but that was a necessity

given Mid-Conn's precarious financial position and the fact that CRRA itself owns the Mid-Conn facilities. Our other three projects were not financially affected by the Enron debacle, and these projects' facilities will ultimately be owned by the companies operating them.

We are now able to devote more appropriate amounts of time and resources to service and operations issues of the Bridgeport, Wallingford and Southeast projects. We have recently hired Christian Stumpf as our Operations Manager-Customer Care. With his years of experience in the waste-to-energy field, including five years as plant manager of CRRA's Southeast Project facility in Preston, Christian will focus on the operations and performance of these projects, help us develop post-contract options and act as a liaison to member cities and towns.

As we step up our work in planning for our future, our first priority is deciding how to manage the ash residue produced by our waste-to-energy plants and the bulky and non-processible waste that our projects handle. Our landfills are running out of capacity, so we are investigating two possibilities:

- We have commissioned a study of the entire state to identify potential sites for the development of new landfills. We expect to have a report by the end of 2004.
- We are investigating the feasibility of accessing out-of-state landfill capacity. This scenario could include the development of an intermodal transportation facility, where ash and waste would be loaded onto truck trailers or rail cars for hauling out of Connecticut.

We have worked with American Ref-Fuel on the installation of a new NOx control system at the Preston waste-to-energy plant. This system will eliminate the need for the Project to buy NOx emissions credits, containing the plant's costs and thus helping to maintain the Project's below-market tip fees.

We are also performing a complete re-examination of our business model. To prepare for the future for the towns served by our four projects, we want to know whether the current project structure makes the most sense or whether we should be organized in some other way. Given the changes in the solid waste market since our projects were created, this strategic planning effort is essential to preserving cost-effective, environmentally sound waste services.

A key factor in how CRRA should provide its services to the people of Connecticut is the state's solid waste management plan. State law requires the Connecticut Department of Environmental Protection to update the plan every three years, but no update has been finalized since 1993. DEP has taken initial steps toward a new update, and we expect to work with DEP to make sure the new solid waste management plan addresses towns' needs and concerns. With disposal capacity running out, time is of the essence. Further, we believe there should be a moratorium on applications for new disposal facilities until DEP completes its solid waste plan.

We believe legislative action is in order on some other issues as well. CRRA's 2005 legislative agenda will focus on:

- **Disposal capacity.** Concurrently, the state needs publicly-owned ash and solid waste disposal capacity. While there may be options for out-of-state disposal, those options may be limited by increasing transportation costs and the possibility that states may no longer

want or permit importation of trash and ash. Current statutes and regulations must be clarified to make sure we will always have publicly owned alternatives to the private sector, especially when the private sector is not competitively balanced. The Determination of Need process presently required for siting a landfill in Connecticut must insure the public's benefit is being served both environmentally and fiscally.

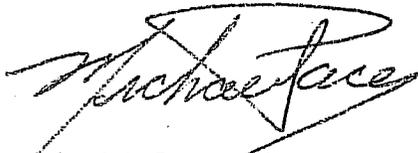
- **Management flexibility.** In the two-plus years our new board and management team have been in place, we have established a track record of managing CRRA like a business. Yet we are hamstrung by statutes which limit our ability to decide how to best perform the services we provide. There are instances where it makes more sense to hire full-time employees to perform certain functions rather than entrust those functions to contractors. For example, our scale houses – our “cash registers” – are now operated by employees rather than contractors. Current statutes sharply limit the number of full-time employees CRRA can hire. We need flexibility to further optimize our operations.

CRRA, like all quasi-public agencies in Connecticut, is statutorily prohibited from hiring a lobbyist, so we are depending on your help. Please tell your state senators and representatives that the new CRRA, in its efforts to serve the needs of its owner cities and towns, requires – and deserves – their legislative support.

This letter is the latest in a series of communications vehicles designed to keep you informed of CRRA's recovery and progress. Additionally, we are about to complete the re-engineering of our Web site (<http://www.crra.org>) that will make information about CRRA even easier to find. We will continue our practice of visits to councils of governments and regional planning agencies to provide additional updates and information. In early 2005 we will hold our second Annual Meeting. And CRRA representatives are always ready to speak to your town's legislative body or community organizations. Performing our obligations in an open, transparent and accountable manner is a core CRRA value, a value we are committed to respecting in everything we do.

Please remember that we value you and your town both as a customer and as an owner, so we are always at your service. Anytime you have a question, a comment, a complaint, suggestion or concern about CRRA and its operations, please feel free to contact us.

Sincerely,



Michael A. Pace
Chairman

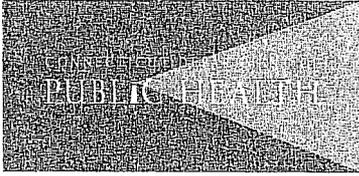


Thomas D. Kirk
President

THIS PAGE LEFT

BLANK

INTENTIONALLY



STATE OF CONNECTICUT
DEPARTMENT OF PUBLIC HEALTH
 Health Care Quality, Statistics, Analysis & Reporting

Keeping Connecticut Healthy

Item #12

M. Jodi Rell
 Governor

ESTIMATED POPULATIONS IN CONNECTICUT AS OF JULY 1, 2003

Population estimates of Connecticut's eight counties and 169 towns for 2003 were prepared for distribution by the Connecticut Department of Public Health (DPH), Health Care Quality, Statistics, Analysis, and Reporting Unit, within the Division of Health Information Systems Reporting. These estimates constitute the basis of birth, death, and other population-based rates for 2003 and forward.

Method of Estimation

County and Town Estimates

Town population estimates for July 1, 2003 were released by the U.S. Census Bureau's (USCB) Population Estimates Program on June 24, 2003.⁽¹⁾ The USCB figures were adopted for the state's town-level estimates, with modifications made to correct misallocations in the April 1, 2000 Census population of 3 towns that have been certified by the USCB but that have not yet been incorporated into their 2003 estimates.⁽²⁾ Although one correction involved a shift among two towns within the same county, the population of a third town was increased slightly without an accompanying offset, and this affects the county and state estimates published by the USCB. The method used by the USCB to generate population estimates has been described in detail (http://www.census.gov/popest/topics/methodology/2003_su_meth.html).

2003 Population Estimates

The July 1, 2003 population estimate for the state of Connecticut, compared to the July 1, 2000 population estimated by the Connecticut DPH,⁽³⁾ is shown below. The 2003 estimate was 73,841 higher than the 2000 estimate of 3,409,549. Population estimates for Connecticut's counties and towns are given in the attached table.

ESTIMATED POPULATION OF CONNECTICUT AS OF JULY 1, 2003

Estimated Population	Change in Population, 2000-2003	
	Number	Percent
3,483,390	+73,841	+2.17%

For further information please contact:

Connecticut Department of Public Health, Division of Health Information Systems & Reporting
 410 Capitol Avenue, MS#11HCQ, P.O. Box 340308, Hartford, CT 06134-0308
 Phone: (860) 509-7120
 Fax: (860) 509-7160
 E-mail: webmaster.dph@po.state.ct.us

Notes:

- (1) SUB-EST2003-05-09, *Annual Estimates of the Population for Minor Civil Divisions in Connecticut, Listed Alphabetically Within County: April 1, 2000 to July 1, 2003*, Population Division, U.S. Census Bureau, Release Date June 24, 2004 (<http://www.census.gov/Press-Release/www/releases/archives/population/001856.html>).
- (2) As part of their Count Question Resolution (CQR) process, the USCB has certified seventeen corrections to the original April 1, 2000 population figures (<http://www.census.gov/dmd/www/CQR.htm>). These changes involved offsetting gains and losses for fourteen towns, and among twelve, were related to the misallocation of non-institutional group quarters facilities, e.g. students in university dormitories. In addition, three towns were increased in population without an offset in other town figures, producing a net state population increase. The following changes that were not reflected in the 2003 estimates released by the USCB, were incorporated into the DPH 2003 estimates:
 - a) 18 of the 4/1/2000 population were added to Groton,
 - b) 150 of the 4/1/2000 population were moved from Hamden to New Haven.
- (3) *Estimated Populations in Connecticut as of July 1, 2000*. Hartford: Connecticut Department of Public Health, Office of Policy, Planning, and Evaluation, September 2001.

CONNECTICUT POPULATION ESTIMATES AS OF JULY 1, 2003
BY COUNTY AND TOWN
(State Total = 3,483,390)

County	Est. Pop.	County	Est. Pop.
Fairfield	899,152	New Haven	841,873
Hartford	871,457	New London	264,007
Litchfield	187,801	Tolland	145,039
Middlesex	161,439	Windham	112,622

Town	Est. Pop.	Town	Est. Pop.	Town	Est. Pop.	Town	Est. Pop.
Andover	3,165	East Haven	28,710	Monroe	19,614	Sherman	4,055
Ansonia	18,818	East Lyme	18,537	Montville	19,718	Simsbury	23,496
Ashford	4,294	East Windsor	10,185	Morris	2,388	Somers	10,870
Avon	16,709	Eastford	1,676	Naugatuck	31,700	South Windsor	25,270
Barkhamsted	3,656	Easton	7,482	New Britain	71,572	Southbury	19,279
Beacon Falls	5,524	Ellington	13,952	New Canaan	19,839	Southington	41,397
Berlin	19,322	Enfield	45,539	New Fairfield	14,179	Sprague	2,989
Bethany	5,331	Essex	6,800	New Hartford	6,548	Stafford	11,743
Bethel	18,566	Fairfield	58,407	New Haven	124,662	Stamford	120,107
Bethlehem	3,579	Farmington	24,507	New London	26,201	Sterling	3,278
Bloomfield	19,803	Franklin	1,906	New Milford	28,211	Stonington	18,206
Bolton	5,199	Glastonbury	32,789	Newington	29,695	Stratford	50,182
Bozrah	2,423	Goshen	2,928	Newtown	26,299	Suffield	14,217
Branford	29,136	Granby	10,869	Norfolk	1,670	Thomaston	7,857
Bridgeport	139,664	Greenwich	61,972	North Branford	14,228	Thompson	9,157
Bridgewater	1,882	Griswold	11,087	North Canaan	3,375	Tolland	14,264
Bristol	60,722	Groton	40,020	North Haven	23,628	Torrington	35,756
Brookfield	16,037	Guilford	22,082	North Stonington	5,165	Trumbull	35,013
Brooklyn	7,487	Haddam	7,459	Norwalk	84,170	Union	735
Burlington	8,808	Hamden	58,476	Norwich	36,227	Vernon	29,206
Canaan	1,099	Hampton	1,912	Old Lyme	7,483	Voluntown	2,598
Canterbury	4,918	Hartford	124,387	Old Saybrook	10,535	Wallingford	44,331
Canton	9,413	Hartland	2,068	Orange	13,572	Warren	1,317
Chaplin	2,372	Harwinton	5,495	Oxford	10,729	Washington	3,697
Cheshire	29,187	Hebron	9,047	Plainfield	15,174	Waterbury	108,130
Chester	3,839	Kent	2,920	Plainville	17,461	Waterford	19,034
Clinton	13,645	Killingly	16,940	Plymouth	12,067	Watertown	22,178
Colchester	15,158	Killingworth	6,373	Pomfret	3,996	West Hartford	61,424
Colebrook	1,522	Lebanon	7,145	Portland	9,264	West Haven	53,004
Columbia	5,228	Ledyard	15,003	Preston	4,801	Westbrook	6,583
Cornwall	1,464	Lisbon	4,204	Prospect	9,161	Weston	10,239
Coventry	12,108	Litchfield	8,531	Putnam	9,079	Westport	26,320
Cromwell	13,471	Lyme	2,094	Redding	8,572	Wethersfield	26,398
Danbury	77,353	Madison	18,698	Ridgefield	24,131	Willington	6,198
Darien	19,921	Manchester	55,390	Rocky Hill	18,528	Wilton	17,909
Deep River	4,746	Mansfield	23,324	Roxbury	2,279	Winchester	10,781
Derby	12,593	Marlborough	6,094	Salem	4,008	Windham	23,014
Durham	7,134	Meriden	58,962	Salisbury	4,033	Windsor	28,565
East Granby	4,977	Middlebury	6,745	Scotland	1,640	Windsor Locks	12,256
East Haddam	8,711	Middlefield	4,301	Seymour	16,045	Wolcott	16,024
East Hampton	11,660	Middletown	46,918	Sharon	3,011	Woodbridge	9,249
East Hartford	49,596	Milford	53,869	Shelton	39,121	Woodbury	9,557
						Woodstock	7,685

THIS PAGE LEFT

BLANK

INTENTIONALLY



Mansfield Downtown Partnership
Helping to Build Mansfield's Future

October 24, 2004

Mr. Dimple Desai
Project Manager
State of Connecticut
Department of Economic and Community
Development (DECD)
Infrastructure and Real Estate Division
505 Hudson Street
Hartford, CT 06106-7106

Re: September 30, 2004 Progress Report

Dear Mr. Desai:

I am pleased to provide you with a September 30, 2004 Progress Report.

As reported in the June 30, 2004, report, the Mansfield Downtown Partnership ("Partnership") was negotiating a Development Agreement between the Partnership and LeylandAlliance. Negotiations continued in July and on August 3, 2004, the two parties signed an Agreement. The Agreement includes a timeline of 120 days for completion of the Municipal Development Plan (MDP) from the date of signature. Thus, the current schedule calls for the draft MDP to be completed in December.

After the Development Agreement was signed, a public meeting was held on September 8 to give the Mansfield community the opportunity to meet the LeylandAlliance team. The team gave a presentation on projects similar to the planned Mansfield project, discussed their findings thus far regarding environmental issues, and conveyed their philosophy on development of the Mansfield downtown project. Over 150 people attended this meeting.

LeylandAlliance and the Partnership's consultant Looney Ricks Kiss continue to work together on the Municipal Development Plan. The physical site plan is near initial completion and will be presented to the public on November 10. During the months of November and December, the design and draft MDP will go through an informal review process by the Partnership and its committees.



Mansfield Downtown Partnership

Helping to Build Mansfield's Future

During this time period, there was a meeting held between the Partnership and DECD to update DECD on the project, and a second meeting between DECD and LeylandAlliance to review expectations related to the MDP.

The University of Connecticut and LeylandAlliance have negotiated a term sheet for the sale of University owned property in the project area, with future negotiations scheduled on a purchase and sale agreement.

Please do not hesitate to contact me at 860-429-2740 if you have any questions. We look forward to continuing to work with you on this critical project for the Town of Mansfield.

Sincerely,

Cynthia van Zelm
Executive Director

cc: Sheila Hummel, DECD

✓ Martin Berliner, Mansfield Town Manager

Cherie Trahan, Mansfield Comptroller

Mansfield Downtown Partnership, Inc., Board of Directors

Lee Cole-Chu, Cole-Chu & Company, LLC, Partnership Attorney



Mansfield Downtown Partnership

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

October 25, 2004

RECD OCT 27 2004

You're Invited...

Please join the Mansfield Downtown Partnership for a presentation of the proposed physical design of Storrs Center. Storrs Center Alliance, an affiliate of LeylandAlliance LLC, is the firm selected by the Partnership to serve as Storrs Center's master development team. The team will detail the plans to create a vibrant retail, entertainment, and housing district at Storrs Center. The physical plan is an important and necessary next step in the development of the comprehensive Municipal Development Plan for the project.

When: Wednesday, November 10, 2004
7 - 9 PM

Where: E.O. Smith High School Auditorium
1235 Storrs Road
Mansfield, Connecticut

We believe the design will convey the plans for an exciting atmosphere where the Mansfield community will live, work, and play. Please mark your calendar for this important date. If you plan to come, please confirm by telephone at (860) 429-2740 or via e-mail at vanzelmca@mansfieldct.org.

We look forward to seeing you on the 10th!

Sincerely,

A handwritten signature in black ink, appearing to read "Philip Lodewick".

Philip Lodewick, President

Mansfield Downtown Partnership

THIS PAGE LEFT

BLANK

INTENTIONALLY



TOWN OF MANSFIELD
OFFICE OF THE TOWN MANAGER

Martin H. Berliner, Town Manager

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

October 26, 2004

Honorable Donald E. Williams, Jr.
State Senator
President Pro Tempore
Legislative Office Building, Rm. 3300
Hartford, Connecticut 06106

Re: Downtown Mansfield Revitalization and Enhancement Project

Dear Senator Williams:

Thank you for meeting with me, Representative Denise Merrill, representatives from the Mansfield Downtown Partnership, Inc. ("Partnership"), and the University of Connecticut in your office last month. We appreciate the time you took to discuss the downtown Mansfield mixed-use project, and are looking forward to showing you the project site.

The development of a town center that will create exciting new opportunities for Mansfield residents, visitors, and University of Connecticut students is a priority project for the Town of Mansfield. As we discussed, much progress has been made over the last three years to bring the town center project to fruition. Notably, in June of this year, the Partnership chose the firm of LeylandAlliance from Tuxedo, New York to be the master developer for the project. LeylandAlliance brings over thirty years of development experience to the project and has focused its efforts in the last few years on building traditional neighborhood communities. We believe that public funding will be important to leveraging the significant private investment that LeylandAlliance will bring to the Mansfield downtown project.

Throughout discussions on the new town center the question of adequate and accessible parking has been a recurring theme. Therefore, we are particularly interested in funding for a parking structure as part of the town center project to be built in the commercial area across from E.O. Smith High School and adjacent to the south end of the University of Connecticut campus. In January, we requested federal funding for the parking garage through the office of Congressman Rob Simmons and are waiting for the appropriation process to conclude to determine if we have been successful. In an effort to bring as many resources to bear on this project, we would like to request State resources to contribute to the cost of a parking garage. The estimated cost for a 1,000-car parking structure is approximately \$15 million. The retail market demand that has been estimated needs to be supported by a parking structure. The parking structure will accommodate the customers of the retail enterprises, the residents of the mixed-use retail/residential space, and visitors to the University of Connecticut facilities, particularly to the venues associated with the planned major expansion of the School of Fine Arts. The new School of Fine Arts complex will be a major anchor for the town center project, drawing a substantial audience to the downtown area to use its services.

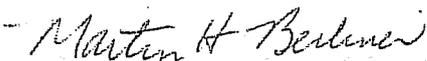
As you know, the creation of a vibrant town center in Mansfield has strong local, regional, and state support. Over 280 local individuals, organizations, and businesses have now joined the Partnership. With your help, the Town was awarded a second State of Connecticut Small Town Economic Assistance Program grant of \$500,000 for the construction of the town green. This is in addition to a previous award of \$500,000 for development of the Municipal Development Project Plan. Planning has also been supported by three grants from the USDA-Rural Development Rural Business Enterprise Grant program. The Town of Mansfield and the University of Connecticut are fully committed to the project and have contributed significant financial resources including the funding of the HyettPalma Mansfield Downtown Action Agenda, an Environmental Impact Evaluation for the Storrs Center area, the Downtown Mansfield Concept Master Plan, and the operations of the Mansfield Downtown Partnership.

In summary, the town center project will benefit local, regional, and state interests. The local business owners and owners of commercial property in the downtown area will benefit through the retention and strengthening of existing businesses and the creation of new business opportunities. Also, one of the key thrusts of the downtown initiative is to increase foot traffic and enhance the aesthetics of the area, which will directly benefit local businesses. In addition, a successful town center will allow residents to have access to a wide range of goods and services at the local level, and will alleviate some of the need to drive long distances to obtain those goods and services. Increased sales and property tax revenue from the town center project will strengthen our state and local economy. The commercial development will create jobs for residents of Mansfield and the surrounding communities and help us to retain talent in our region. The town center project will strengthen the University of Connecticut's growing reputation as the first choice for a college education by creating a downtown. Lastly, we believe that the project will similarly benefit the residents of area communities and enhance our regional economy.

The Downtown Mansfield Revitalization and Enhancement Project will greatly benefit various public and private stakeholders, including local business and property owners, Town residents, and University of Connecticut students and staff. We are very excited about this project and appreciate your support to date.

We will be contacting you to set up a meeting here in Mansfield so that you will have an opportunity to visit the project site and meet with the development team, LeylandAlliance. In the meantime, if you have any questions, or need additional information, please do not hesitate to contact me at 860-429-3336. Thank you for consideration of our request.

Sincerely,



Martin H. Berliner
Town Manager

cc: Philip Austin, President, University of Connecticut
Representative Denise Merrill
Mansfield Town Council
Mansfield Downtown Partnership, Inc. Board of Directors



TOWN OF MANSFIELD
OFFICE OF PLANNING AND DEVELOPMENT

GREGORY J. PADICK, TOWN PLANNER

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

Memo to: Planning & Zoning Commission
 From: Gregory J. Padick, Town Planner
 Date: October 28, 2004

Re: Draft Municipal Development Plan (MDP) and permitting process

Please find attached draft design and permit process guidelines for the Storrs Center Downtown project. The draft guidelines were prepared by the Mansfield Downtown Partnership, Inc. and its development team with the intention of incorporating (most likely in a more generic format) the recommended guidelines into the draft MDP. Upon approval of the MDP, more specific provisions will need to be incorporated into the Mansfield Zoning Regulations in conjunction with a new special design district zone change. Representatives from the Downtown Partnership and Storrs Center Alliance are planning to attend the PZC's Nov. 1, 2004 meeting to discuss the proposed draft guidelines.

The following information is designed to assist the PZC with its review of the draft guidelines:

- The subject Storrs Center Downtown project is a unique development opportunity for the Town of Mansfield. The formation of the Downtown Partnership, its designation by the Town as the Municipal Development Agency for the subject project area, the area's ownership characteristics, and the specialized background provided by the numerous studies of the project area indicate that a unique implementation process is both necessary and appropriate.
- The subject project area has been the subject of numerous land use studies, including the 1995 Town/University Relations Committee "Storrs Green" report; the Hyett/Palma/National League of Cities "Mansfield Downtown Action Agenda 2000"; the 2002 Downtown Partnership/Milone and MacBroom "Concept Master Plan" report, and a 2003 Environmental Impact Evaluation. The finalized Municipal Development Plan, which has to be approved by Town, University of Connecticut and State agencies and associated design and permit guidelines will help ensure that approved project plans will be implemented in an expedient manner consistent with the approved MDP.
- The Mansfield Downtown Partnership, the Town's designated "Municipal Development Agency", is providing direct oversight for this project. The Downtown Partnership is a quasi-public non-profit agency with approximately 300 citizen members and an eighteen-member Board of Directors. Currently three Town Council members and the Town Manager serve on the Board of Directors. Numerous Mansfield residents serve on many subcommittees, and meetings are open to the public. The Downtown Partnership is staffed by an Executive Director and will soon add a part-time assistant.
- The Downtown Partnership retained the consulting firm of Looney Ricks Kiss to conduct a community visual preference survey and to assist with the preparation of the MDP, including design guidelines for the project.
- The Downtown Partnership conducted a competitive selection process to identify a qualified developer to assist it in preparing the MDP and to ultimately develop the project. After considering several candidates, the Downtown Partnership selected Storrs Center Alliance as the master developer for the project. Storrs Center Alliance includes the development company Leyland Alliance, a 14 1 experienced developer of traditional neighborhoods, and retail consultant Intrawest - The Village People, who have international experience in creating successful

village environments. Storrs Center Alliance and the Downtown Partnership have executed a development agreement outlining the scope and expectations for the project.

- A majority of the developable land within the Storrs Center Downtown is owned by the State of Connecticut and has not been subject to the land use jurisdiction of the Town.
- The subject project area will be served by UConn's public sewer and water systems.
- The subject project will be subject to Mansfield Inland Wetland Agency permit requirements and permits from numerous State agencies, including the State Traffic Commission, Dep't. of Environmental Protection and Dep't. of Health.
- The proposed permit process guidelines include opportunities for public review and comment of final plans ready for the issuance of building permits. All construction will be monitored by Town staff.
- The proposed permit process includes provisions for appeals to Mansfield's Zoning Board of Appeals and, as appropriate, the CT Superior Court
- Parking and roadway layout issues will be addressed in the final MDP and/or zoning regulations revisions.

Enclosure

DRAFT Municipal Development Plan (MDP) and Permitting Process

1. **Design and Permit Process Parameters for MDP.** The Municipal Development Plan for Storrs Center must be approved by the Mansfield Downtown Partnership, The University of Connecticut, the Connecticut Department of Economic and Community Development (DECD), the Windham Region Council of Governments, Mansfield Planning and Zoning Commission, and the Mansfield Town Council. The MDP needs to include, among other things, the following:
 - A. Both present and proposed zoning classifications within the Storrs Center project area - including the concept, if not actual proposed regulations, described in 2A, below;
 - B. Adequate guidelines and/or a delineation of planned roadways, parking areas, utilities, public spaces and buildings;
 - C. A defined listing of permitted uses;
 - D. A defined listing of all necessary or potential Federal, State and local permits known at the time of MDP submission;
 - E. Adequate design guidelines for all buildings and structures and site improvements.
2. **Permit Process**
 - A. The Mansfield Planning and Zoning Commission ("P&Z") would approve a zoning map revision and associated zoning regulations creating a special design district for Storrs Center and establishing the permitted uses and permit requirements for that district. The special design district would be consistent with the approved Municipal Development Plan and would include additional standards and criteria for the plans. The special design district regulations would designate the Mansfield Town Planner as the official responsible for determining whether project applications comply with the *design and planning* provisions of the district and of the MDP.
 - B. Applicants within the Storrs Center special design district would submit zoning permit applications to the Zoning Agent and provide simultaneous

copies to the Town Planner and to the Mansfield Downtown Partnership as Municipal Development Agency.

- C. Applicants for zoning permits for site plans for new buildings and infrastructure within the Storrs Center special design district would be required by regulation to provide notice to the Town Council, Planning and Zoning Commission, University representatives, property owners within 500 feet of the site of proposed development, and the public (by statutory legal advertisement and posting at Town Hall and the Partnership's office) of the following:
- i) the filing of the application and the availability for public inspection of the plans and other documents constituting the application during normal business hours at the Mansfield Public Library, the Mansfield Planning Office, a designated library at the University of Connecticut, and the Mansfield Downtown Partnership office;
 - ii) the date, time and place of the Partnership's public hearing on the application; and
 - iii) any written comments must be submitted to the Partnership or the Town Planner, respectively, within 21 days.
- D. Applications for zoning permits for minor matters -- details within an *approved* site plan such as signage, facades, handicapped access and other fixture details, and changes in such details -- would be exempt from the requirement for a public hearing. The respective authorities of the Zoning Agent and the Town Planner would be the same, and the Town Planner would have the discretion to refer important design issues to the Partnership for review and comment.
- E. The Mansfield Downtown Partnership, by its Board or a committee appointed by the Board, will hold a public hearing on the application promptly after the public notice period expires. Within two weeks, the Partnership will conclude the hearing and forward its recommendation to the Town Planner.

- F. The Town Planner, after consideration of i) the MDP and design criteria in the Zoning Regulations, ii) public comments, and iii) the Partnership's recommendation, shall be responsible for determining whether or not the applications meet the new regulations' design requirements. (It should not be possible for a proposed use to comply with the regulations but be in any significant way inconsistent with the MDP.) If the Town Planner determines that the zoning permit application is not in compliance with the MDP and related regulations, the Zoning Agent shall deny the application.
- G. Mansfield's Zoning Agent's authority to issue Zoning Permits subject to compliance with all *non-design* requirements of the Zoning Regulations would not change.
- H. For projects within the special design district, no meeting of the Planning and Zoning Commission is required. The only required public meeting concerning applications for zoning permit approval would be the meeting (or meetings) of the Board of Directors of Mansfield Downtown Partnership to consider whether or not the Board should recommend that the Town Planner authorize the issuance of the Zoning Permit.
- I. Proposed improvements within the Storrs Center special design district will remain subject to review and permitting by the Mansfield Wetlands Agency, as required by state law and Mansfield Wetlands Regulations.
- J. Prior to the issuance of a Zoning Permit, it must be confirmed that any required Inland Wetland Permit has been issued (see sec. 2I) and that all other preconstruction permits required by State or Federal Regulations or other provisions of the Zoning Regulations have been issued (or will be issued before a Building Permit is issued). The Town's power to require bonds would remain as it is.
- K. Issuance of a Zoning Permit would remain a prerequisite for issuance of a Building Permit by the Town Building Official.
- L. Any appeal from a decision on a zoning permit application may be appealed to the Mansfield Zoning Board of Appeals.
- M. There would be no change in the Town's building inspection power or code and zoning enforcement powers: Town staff would address any

deviations from permits in accordance with all applicable laws and regulations.

- N. The design aspects of proposed modifications or revisions of approved plans would be referred to the Mansfield Downtown Partnership for review and recommendation.
3. **Post-construction changes in use.** After issuance of a certificate of occupancy, proposed changes of use or site improvements within the Storrs Center special design district would be subject to review and appropriate action based on the law and regulations applicable at that time. It is expected that many post-construction changes can be addressed by modification regulations, but more significant revisions may necessitate review and approval on a basis similar to that outlined above for review of zoning permit applications.
4. **Changes to the MDP.** Any substantial changes to the MDP after its approval by DECD need to be approved in the manner of approval of the MDP itself. Because the above permitting process is designed to facilitate development of Storrs Center in accordance with the MDP, any changes in the MDP may necessitate changes in the Storrs Center special design district map and/or regulations.



STATE OF CONNECTICUT
DEPARTMENT OF CORRECTION
24 WOLCOTT HILL ROAD
WETHERSFIELD, CONNECTICUT 06109

Item #17

October 28, 2004

The Honorable Martin H. Berliner
Town of Mansfield
4 South Eagleville Road
Mansfield, CT 06268

Dear Mr. Berliner:

Pursuant to Section 18-81j of the Connecticut General Statutes, the Connecticut Department of Correction is charged with the responsibility of notifying the chief elected official of a municipality in which a correctional facility is located of the population and actual capacities of the correctional facilities in their locale. The purpose of this correspondence is to notify you of these population counts.

The current capacity and population of the correctional facilities in your community are as follows:

Bergin Correctional Institution	962
---------------------------------	-----

The capacity of a correctional institution is a very fluid number based upon the determined needs of the Department. These needs are dictated by security issues, populations, court decrees, legal mandates, staffing and physical plant areas or facilities that are currently serving other purposes. As such, the actual capacity of a facility is subject to change.

In addition, I believe that the Public Safety Committees continue to do an outstanding job in addressing the issues and concerns at the local level. I look forward to a continued open dialogue between the Department of Correction and the Public Safety Committee in your community and I am committed to maintaining a "good neighbors" relationship.

Please feel free to contact me directly if I can be of assistance to you.

Sincerely,

A handwritten signature in cursive script that reads "Theresa C. Lantz".

Theresa C. Lantz
Commissioner

THIS PAGE LEFT

BLANK

INTENTIONALLY

Sam and Michelle Shifrin
78 Bricktop Rd.
Windham, CT 06280

October 18, 2004

Planning and Zoning Commission & Inland Wetland Agency
Town of Mansfield
Chairman, Mr. Rudy Favretti
Audrey P. Beck Municipal Building
4 South Eagleville Road
Mansfield, CT 06268

Subject: The Kirby Mill

Dear Chairman Favretti,

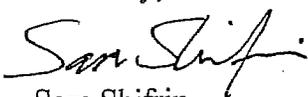
This letter is to make you aware that we are exploring the feasibility of continuing the restoration of the Kirby Mill by restoring / reconstructing the hydropower system that has been an historic feature of the site since its earliest developments. As you know, we are extremely sensitive to the aesthetic and historic nature of the mill site and plan to reconstruct the hydropower system with full and careful consideration of these factors. We hope to work very closely with you in order to assure that we can promptly provide the information you need to properly evaluate our plans. We will be submitting the appropriate applications with your commission in the near future; however, if you would like to discuss this prior to receipt of the formal applications, we would be very pleased to meet with you at your convenience.

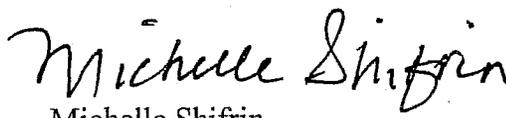
Our proposal will utilize some of the existing features of the historic hydropower system as well as some new equipment. All portions of the system will be on property that we currently own. This project will require approval (permits) from many commissions and agencies including Local Commissions, the Federal Energy Regulatory Commission (FERC), the State of Connecticut DEP as well as others.

As the customary first step in this process, we have submitted an application for a preliminary permit to the Federal Energy Regulatory Commission. The purpose of this preliminary permit is simply to provide us a "priority" position in the possible permitting of this site for a period of 36 months, which allows us to continue to explore feasibility and to work with local and state commissions without the threat of others attempting to develop this site.

Thank you very much for your consideration in this matter. As noted above, we will be submitting our applications with your commission in the near future. If would like to discuss this prior to receipt of the formal applications, please feel free to contact either of us at your convenience. We can be reached at 423-7709 (day) or 423-3731 (evening) and look forward to hearing from you.

Sincerely,


Sam Shifrin


Michelle Shifrin

Cc: Mayor Elizabeth Paterson
Mr. Greg Padick, Town Planner

Sam Shifrin
78 Bricktop Rd.
Windham, CT 06280

October 18, 2004

Historic District Commission
of the Town of Mansfield
Chairman, Ms. Gail Bruhn
56 Lorraine Drive
Storrs, CT 06268

Subject: The Kirby Mill

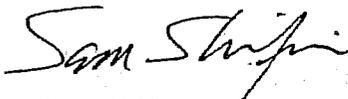
Dear Ms. Bruhn,

Michelle and I are exploring the feasibility of continuing the restoration of the Kirby Mill by restoring / reconstructing the hydropower system that has been an historic feature of the site since its earliest developments. We are extremely sensitive to the aesthetic and historic nature of the mill site, and plan to reconstruct the hydropower system with full and careful consideration of these factors.

We recognize that we will eventually need the commissions "certificate of appropriateness;" however, at this time we are seeking the Historic District Commission's guidance in order to be sure that as we develop our plans, we are moving in a direction that will be appropriate for this site. Would it be possible to meet either with you or the commission to discuss and review our preliminary plans? If so, we would like to do this at your earliest convenience.

Thank you for your consideration in this matter. I can be reached during the day at the Kirby Mill (423-7709) or in the evening at home (423-3731), and look forward to hearing from you.

Sincerely,



Sam Shifrin

Cc: Mr. Rudy Favretti, Chairman Mansfield Planning and Zoning commission
Mr. Greg Padick, Mansfield Town Planner

UCONN STUDENTS ENROLLED AT STORRS CAMPUS, 1985-2004

Academic Year	Undergrad. F/T	Undergrad. P/T	Total Undergrad.	Total Grad.	Total
Spring, 1985	10,954	994	11,948	-----	
Fall, 1985	11,584	1,108	12,692	5,599	18,291
Spring, 1986	10,747	1,182	11,929	-----	
Fall, 1986	11,806	1,240	13,046	5,711	18,757
Spring, 1987	11,028	1,257	12,285	-----	
Fall, 1987	12,526	1,159	13,685	6,380	20,065
Spring, 1988	11,450	1,226	12,676	-----	
Fall, 1988	12,743	1,200	13,943	6,590	20,533
Spring, 1989	11,612	1,344	12,956	-----	
Fall, 1989	12,276	1,399	13,675	6,591	20,266
Spring, 1990	11,286	1,397	12,683	-----	
Fall, 1990	12,307	1,265	13,572	7,001	20,573
Spring, 1991	11,220	1,416	12,636	-----	
Fall, 1991	11,321	1,249	13,128	4,329	17,457
Spring, 1992	10,838	1,329	12,167	4,131	16,298
Fall, 1992	11,321	1,170	12,491	4,399	16,890
Spring, 1993	10,353	1,228	11,581	4,206	15,787
Fall, 1993	10,830	1,075	11,905	4,549	16,454
Spring, 1994	9,849	1,149	10,998	4,229	15,227
Fall, 1994	10,328	1,058	11,386	4,503	15,889
Spring, 1995	9,546	1,144	10,690	4,118 (est.)	14,808
Fall, 1995	10,271	1,059	11,330	4,405	15,735
Spring, 1996	9,475	1,184	10,629	4,068	14,697
Fall, 1996	10,271	1,059	11,330	4,405	15,735
Spring, 1997	9,557	1,106	10,663	3,882	14,545
Fall, 1997	10,362	956	11,318	3,863	15,181
Spring, 1998	9,567	1,142	10,709	3,287	14,355
Fall, 1998	10,740	942	11,682	3,646	15,328
Spring, 1999	9,894	732	10,626	3,187	13,813
Fall, 1999	11,411	576	11,987	3,347	15,334
Spring, 2000	10,662	718	11,380	3,152	14,532
Fall, 2000	12,234	728	12,962	3,246	16,708
Spring, 2001	11,309	728	12,037	3,222	15,259
Fall, 2001	13,017	571	13,588	3,367	16,955
Spring, 2002	12,103	928	13,031	2,867	15,898
Fall, 2002	13,688	525	14,213	3,705**	17,918
Spring, 2003	13,136	869	14,005	3,539	17,865
Fall, 2003	14,318	845	15,163	3,927	19,090
Spring, 2004	13,642	899	14,541	3,815	18,507**
Fall, 2004	14,752	508	15,222	3,692	19,857**

* As of 10/27/04, Off. of Inst. Resources (486-1904)

** Total only: Includes professional Pharmacy program students (151)

UCONN STUDENTS LIVING ON CAMPUS AT STORRS, 1985-2004

<u>Acad. Year</u>	<u>Undergrad.</u>	<u>Grad.</u>	<u>Total</u>
Fall, 1985	9,233	440	9,673
Spring, 1986	8,847	432	9,279
Fall, 1986	9,300	455	9,755
Spring, 1987	9,070	442	9,512
Fall, 1987	9,566	419	9,985
Spring, 1988	8,969	417	9,386
Fall, 1988	9,464	429	9,893
Spring, 1989	8,911	437	9,348
Fall, 1989	8,772	432	9,204
Spring, 1990	8,067	425	8,492
Fall, 1990	8,655	433	9,088
Spring, 1991	7,915	405	8,320
Fall, 1991	8,191	441	8,632
Spring, 1992	7,437	430	7,867
Fall, 1992	7,628	424	8,052
Spring, 1993	6,889	428	7,317
Fall, 1993	7,152	465	7,617
Spring, 1994	6,390	456	6,846
Fall, 1994	6,702	421	7,123
Spring, 1995	6,100	414	6,514
Fall, 1995	6,567	390	6,957
Spring, 1996	6,020	410	6,430
Fall, 1996	6,675	414	7,089
Spring, 1997	6,089	372	6,461
Fall, 1997	6,473	418	6,891
Spring, 1998	5,969	378	6,347
Fall, 1998	7,212	414	7,626
Spring, 1999	6,635	417	7,052
Fall, 1999	7,818	430	8,248
Spring, 2000	7,142	411	7,553
Fall, 2000	8,259	440	8,699
Spring, 2001	7,952	421	8,373
Fall, 2001	9,247	543	9,790
Spring, 2002	8,223	425	8,648
Fall, 2002	9,868	449	10,317
Spring, 2003	9,409	560	9,969
Fall, 2003	10,567	423	10,990
Spring, 2004	10,257	485	10,742
Fall, 2004	10,658	497	11,155

*Mansfield Apartments included in totals, but not Northwood; Northwood Apartments had 87 grad. student/family-occupied

*As of 10/27/04, Off. of Resid. Life (486-2926)

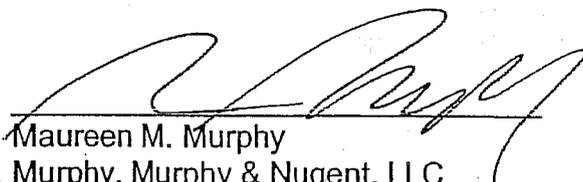
alluconn

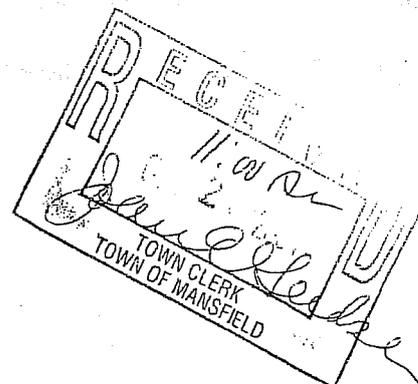
SCHEDULE B

Dear Sir or Madam:

Pursuant to the order of the Superior Court, you are hereby notified of the pendency of the case of *Kerrigan v. State of Connecticut et al.*, Superior Court, Judicial District of New Haven, Return Date September 28, 2004. By way of declaratory judgment, this case challenges the constitutionality of statutes, regulations or other common law rules that preclude same sex couples, who are otherwise qualified to marry, from marrying. The suit also seeks injunctive relief as to the listed Defendants ordering that they issue, record and register marriage licenses to the Plaintiffs.

A copy of the complaint is enclosed because of your possible interest in this litigation. If you wish to be heard, you should make an appropriate motion to the Court.


Maureen M. Murphy
Murphy, Murphy & Nugent, LLC
234 Church Street
12th Floor
New Haven, CT 06510



RETURN DATE: September 28, 2004

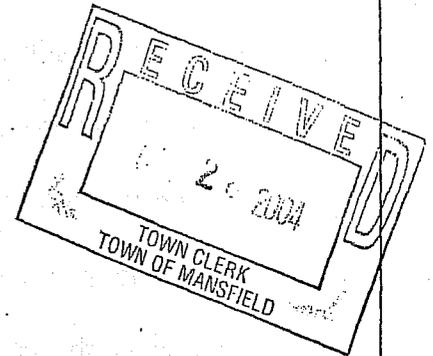
ELIZABETH KERRIGAN & JOANNE MOCK, :
JANET PECK & CAROL CONKLIN, :
GERALDINE ARTIS & SUZANNE ARTIS, :
JEFFREY BUSCH & STEPHEN DAVIS, :
J.E. MARTIN & DENISE HOWARD, :
JOHN ANDERSON & GARRETT STACK, :
BARBARA LEVINE-RITTERMAN & ROBIN :
LEVINE-RITTERMAN :

SUPERIOR COURT

JUDICIAL DISTRICT OF NEW
HAVEN AT NEW HAVEN

vs.

STATE OF CONNECTICUT, DEPARTMENT :
OF PUBLIC HEALTH, :
J. ROBERT GALVIN, in his/her official :
capacity as Commissioner :
of the Department Of Public Health, :
and :
Dorothy C. Bean, in her Official Capacity as :
Deputy Town Clerk and Acting Town :
Clerk and Deputy Registrar Of Vital :
Statistics and Acting Registrar Of :
Vital Statistics for :
the Town of Madison. :



August 25, 2004

VERIFIED COMPLAINT

Introduction

1. This civil rights action involves seven same-sex couples, each of whom has made a personal commitment and assumed responsibilities for the other, and in some cases, their children. They have been denied the right to marry the person they love in violation of the law of the State of Connecticut.

2. The Plaintiffs seek declaratory relief pursuant to Conn. Gen. Stat. § 52-29 and injunctive relief pursuant to Conn. Gen. Stat. § 52-471 et seq.