



TOWN OF MANSFIELD
TOWN COUNCIL MEETING
MONDAY, January 10, 2005
COUNCIL CHAMBERS
AUDREY P. BECK MUNICIPAL BUILDING
7:30 p.m.

AGENDA

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EXECUTIVE SESSION

REGULAR MEETING-MANSFIELD TOWN COUNCIL-DECEMBER 13, 2004

Mayor Elizabeth Paterson called the regular meeting of the Mansfield Town Council to order at 8:05 p.m. in the Council Chamber of the Audrey P. Beck Municipal Building.

I. ROLL CALL

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

II. APPROVAL OF MINUTES

Mr. Hawkins moved and Mr. Clouette seconded to approve the minutes of November 22, 2004 as presented.

So passed unanimously.

III. MOMENT OF SILENCE

The Town Council had a moment of silence for those who have lost their lives serving our Country.

IV. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

Mr. James Findley, a resident of Mansfield expressed concern over the amount being spent by the Board of Education in negotiating contracts for the Board. He said that since 2000 over \$171,000 has been spent on attorney's fees and he would rather see the funds being spent on those in education that have a direct impact on the students. He said that almost \$9,000 per month is spent on legal fees with phone calls costing \$75 to 100 per call from lawyers. He questioned if it would be possible to negotiate from within and not spend funds for legal work.

V. OLD BUSINESS

1. Collective Bargaining Agreement between the Mansfield Board of Education and the Mansfield Education Association

Chairman of the Education Board, Mr. William Simpson, Chairman of the Personnel Committee, Ms. Mary Feathers, and Superintendent Gordon Schimmel, spoke to the Town Council on the signed contract.

Mr. Simpson said that they were proud of the contract, as it was substantially less than other towns yet the teachers are still well above the average pay. The contract was reached in a very amiable way and that both sides felt it was a good contract.

Superintendent Schimmel said that the teachers were satisfied as well as the Board. This contract could be reached because there is a good deal of trust between both sides.

Board Member Mary Feathers said that the negotiations went well because there is a great respect for each other between the teachers and the Board.

Mr. Clouette moved and Ms. Blair seconded to ratify the tentative agreement between the Mansfield Board of Education and the Mansfield Education Association.

Ms. Koehn requested the cost of negotiating the contract and the attorney's fees from the Superintendent.

So passed unanimously.

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

The Town Manager stated that the University has received the Approval letter from the Department of Environmental Protection for the closure plan.

3. Proposed Conservation Easement, 97 Hunting Lodge Road

Ms. Blair moved that effective December 13, 2004, to authorize the Town Manager to accept a conservation easement from the University of Connecticut Foundation, Inc. on property located at 97 Hunting Lodge Road, subject to the owner's installation of Town Boundary markers on trees or cedar posts around the perimeter of the easement area.

Ms. Koehn asked if all neighbors had been notified of this easement. Mr. Padick, Town Planner, said that wasn't necessary.

Ms. Koehn moved to amend the motion to postpone this item in order to notify the neighbors surrounding this parcel.

No second. Motion fails.

Vote on Motion so passed. Ms. Koehn abstained

4. Evaluation of Town Manager

Mr. Clouette moved and Mr. Paulhus seconded to adjust the Town Manager's compensation as follows: A 3.5 percent increase retroactive July 1, 2004 and an increase of \$5,000 retroactive to July 1, 2004, to the Town Manager's annual retirement annuity payment.

So passed unanimously.

5. University Spring Weekend and Campus/Community Relations

Mayor Paterson showed the large ad, which was in the Chronicle thanking those that serve this community.

VI. NEW BUSINESS

6. December 27, 2004 Regular Town Council Meeting.

Mr. Paulhus moved and Ms. Blair seconded to cancel the December 27th 2004 regular town council meeting.

So passed unanimously.

7. Sustainability

Ms. Blair moved and Mr. Paulhus seconded to table discussion on this item until after Council's meeting regarding strategic planning.

Motion so passed.

Town Manager has placed in the Council packet a copy of the Planning Commissioners Journal on Sustainability 2002. Ms. Koehn handed out draft ideas for a Town of Mansfield Sustainability Committee.

8. Financing Plan for Fire Trucks

Mr. Dave Dagon, Emergency Services Administrator, and Mr. Jeff Smith, Director of Finance, discussed the recommendations for financing the new trucks. They both stated that these new trucks will serve the town well and are great trucks.

Ms. Blair moved and Mr. Clouette seconded that effective December 13, 2004, to approve the donation of Engine Tank No. 117 to the Eastern Connecticut Fire School and to amend the Capital Projects Budget as recommended by the Director of Finance in his communication dated December 13, 2004.

Motion so passed. Mr. Hawkins abstained, as he is involved with the Eastern Connecticut Fire School.

Mr. Clouette stated that these trucks would greatly aid and add to the professionalism of our firemen.

9. An Ordinance Regulating Litter

Mr. Hawkins moved and Ms. Blair seconded that effective December 13, 2004, to schedule a public hearing for 7:30 p.m. at the Town Council's regular meeting on January 10, 2005, to solicit public comment regarding the proposed "Ordinance Regulating Litter".

So passed unanimously.

10. Collective Bargaining Agreement between the Town of Mansfield and Local 4120 and International Association of Firefighters.

Mr. Hawkins moved and Ms. Blair seconded that effective December 13, 2004, to authorize the Town Manager to execute the tentative collective bargaining agreement between the Town of Mansfield and Local 4120, International Association of Firefighters, for the term beginning July 1, 2003 and expiring June 30, 2006.

So passed unanimously.

Mr. Matt Hart, Assistant Town Manager, and Mr. Dave Dagon, Emergency Services Administrator, discussed the agreement. This was a substantial achievement and the Town Staff and Bargaining Team were to be commended.

11. Classification and Pay Plan

The plan was presented to the Town Council for review.

VII. DEPARTMENTAL REPORTS

VIII. REPORTS OF COUNCIL COMMITTEES

Bruce Clouette reported that the Committee on Committees is working on the spreadsheet of board and commissions members.

IX. REPORTS OF COUNCIL MEMBERS

Chris Paulhus stated that he had attended a meeting with Legislators to talk about the homeless. There is a bill being submitted which would allow towns to be reimbursed if they have a homeless shelter in town.

Mayor Paterson reported that she attended the Annual Regional Board meeting with Legislators. The discussion was about saving money for administrative costs.

X. TOWN MANAGERS REPORT

Reminder to the Council that there is a special meeting on the December 20th at 6:30 p.m. at the Community Center to discuss goal-setting issues.

There is a Town/University Relations meeting in the Town Hall tomorrow at 4:00 p.m.

On December 6, 2004 the Town Manager and Assistant Town Manager met with the Student Life sub committee at the University.

Town Manager congratulated the Town Clerk for receiving a \$7,000 grant from the State Library for Records Management.

XI. FUTURE AGENDAS

XII. PETITIONS, REQUESTS AND COMMUNICATIONS

12. Parks and Recreation Department-Mansfield Community Center Annual Report 2004
13. Parks and Recreation Department-Center News, Fall 2004
14. Parks and Recreation Department-Winter 2005 Brochure
15. The New York Times, Sunday November 21, 2004-"Stirring up a sleepy Town"
16. Highways and Byways, Fall 2004-"Municipality Close-Up"
17. Biocycle, Regional Round-up-"Low Waste Festival a Natural Fit for Sustainable Downtown"
18. Government Finance Officers Association re: Certificate of Achievement for Excellence in Financial Reporting
19. CT Department of Environmental Protection re: Invasives Control Policy
20. R. Miller re: Burton Family Football Complex and the Mark R. Shenkman Training Center

21. S. Bysiewicz re: Help America Vote Act
22. Office of Policy and Management re: Recommended Conservation and Development Policies Plan for Connecticut 2004-09

Mr. Jeffrey Smith, Director of Finance received another award from the GFOA. He acknowledged the fine work of his staff, particularly Cherie Trahan, Controller for the Town.

Assistant Town Manager noted that each Council member was given an opinion by the Town Attorney regarding the removal of a Housing Commissioner from Office.

XIII. EXECUTIVE SESSION

Not needed.

XIV. ADJOURNMENT

Mr. Clouette moved and Mr. Hawkins seconded to adjourn the meeting at 9:25 p.m.

So passed unanimously.

Elizabeth Paterson, Mayor

Joan E. Gerdson, Town Clerk



**TOWN OF MANSFIELD
Special Town Council Meeting
Mansfield Community Center – Community Room
December 20, 2004**

Minutes

Present: A. Whitham Blair, B. Clouette, G. Haddad, A. Hawkins, H. Koehn, E. Paterson, C. Paulhus, C. Redding, C. Schaefer

Staff: M. Berliner, K. Grunwald, M. Hart, L. Hultgren, J. Smith, W. Topliff

1. Call to Order

The Mayor called the meeting to order at 6:43 p.m.

2. Revaluation

Walter Topliff, Town Assessor, conducted a comprehensive presentation regarding the town's revaluation project. Discussion topics included: revaluation cycle; the purpose of revaluation; mass appraisal; steps in a revaluation; key objectives; list of changes in data for 2004; sales; income producing property; revaluation results and "where do we go from here."

Bruce Clouette pointed out that we need to make sure we educate people concerning the purpose and ramifications of revaluation. Martin Berliner responded that staff would certainly engage in education efforts. Fortunately, revaluation in Mansfield has not been a significant community issue as we have little commercial and industrial property, and there is little shift in the tax burden.

Carl Schafer added that it is important that residents know that their assessment does not mean that taxes will automatically increase. Jeff Smith stated that for the next budget year staff would examine what the mill rate would be with no revaluation in order to provide a true analysis.

Bruce asked as to the origin of the UConn data? Walter answered that UConn provides the town with basic information such as building plans, etc., and that town staff subsequently inspects the university property.

3. Sustainability

Lon Hultgren suggested that staff prepare a list or an inventory of our current initiatives and practices with respect to sustainability. Using the inventory, the Council and staff could then prioritize current and future initiatives.

Martin Berliner pointed out that the interest in sustainability ties in nicely with our proposed strategic planning process. Working within the strategic planning process, the Town Council may be in a better position to assign priorities.

Carl Schaefer stated that he sees some merit in this proposal, but it implies that there are things we could do better. If so, why aren't we doing them now?

Helen Koehn stated that she thought staff's suggestion was a good place to start. The United Nations has a good definition of sustainability. The issue impacts a lot of areas – from recycling to economic development. Lon has proposed a good concrete place to start.

Bruce Clouette added that from a policy perspective, staff's recommendation with respect to an inventory and including a discussion of sustainability within a strategic planning process is a good place to start. The Town Council is frequently too drawn to the immediate needs of the community; we need to step back and look at things for the future.

The consensus of the Town Council is for staff to proceed with the preparation of an inventory regarding current practices related to sustainability, and to prioritize initiatives as part of a strategic planning process.

4. Assisted Living

Martin Berliner reported that there has been some recent discussion within the community regarding the need for a local assisted living facility. This recent discussion has been prompted in part by the listing of the Warren property on the market. Many people feel this would be a perfect location for an assisted living facility. However, the asking price, the size of the parcel and the lack of water and sewer make the site challenging.

Martin would like the Town Council to think about this issue and how we should best proceed. He has always thought the town could serve as a facilitator of an assisted living project, but not as the developer.

Carl Schaefer stated that another concern within the community is that the Warren property could be used for student housing. UConn would need to be involved in any assisted living project. The University of Virginia has helped to construct a facility, and experienced considerable return on its investment. The League of Women Voters might be willing to assist with a project.

Mayor Paterson explained that an informal group within the community has been reviewing the issue. The Council will need to decide whether to put this item on the agenda and how

to pursue the issue. She concurs with the Town Manager that the town is probably better suited to serve as a facilitator as opposed to a developer.

Bruce Clouette commented that to pursue this project we might need a point person or a consultant.

Helen Koehn asked about the Warren property, and whether it fits into the town's long-term plans? Could we use it for purposes in addition to assisted living? Martin replied that the purchase of this property would exhaust our open space fund, and that we would probably need to bond the purchase.

Helen added that at some point the town would have its own water and sewer supply, which would enable us to better control our destiny. We need to implement the water supply study.

Bruce remarked that he likes Helen's perspective for the long term, but we need to be in close proximity to existing water and sewer connections for shorter-term projects.

Christopher Paulhus asked about the current availability of assisted living housing in the community. What we currently have is very limited.

The consensus of the Town Council was to add a discussion of assisted living to the agenda for the second meeting in January.

5. Strategic Planning

Matt Hart and Kevin Grunwald conducted a presentation regarding strategic planning. The presentation highlighted the following topics:

- What is strategic planning?
- What are the benefits?
- Role of the Town Council
- Role of the Staff
- Implementation
- Comments from Staff
- Discussion

During the discussion phase, the Town Council had several comments.

Alan Hawkins stated that he thought a strategic planning process would help to prioritize goals, coordinate efforts and provide direction from the top.

Alison Whitham Blair commented that it would be beneficial to connect staff efforts to larger goals. Mayor Paterson added that we have given conflicting messages to staff in regard to limited resources. Staff and the Council have done a lot in the past few years, but all these initiatives have been separated from one another – it would be good to pull them together.

Bruce Clouette discussed that Region 19 engaged in a strategic planning process when he served as a member of the board. He found it useful to critically examine what were thought to be common assumptions, and how they fit into the town's vision and mission. He is very much in favor of participating in a strategic planning process.

Carl Schafer remarked that he is reassured about the concept. We should solicit input from our advisory boards and committees.

Helen Koehn stated that a strategic planning process would serve as a guide for the Council. However, a truly effective process requires a trained facilitator.

Alan and Bruce said that they like the balanced scorecard approach, and its emphasis on assessment and evaluation.

Alan addressed the issue of a facilitator v. a consultant. A facilitator would be preferable – we don't need someone to develop our goals, we need someone to help us identify our goals.

Helen added that a facilitator helps to elicit what people know.

Mayor Paterson stated that the consensus of the Council seems in favor of proceeding with a strategic planning process, and to investigate the balanced scorecard approach further.

Alan remarked that it would be important to include a tool to measure the progress made toward achieving our goals.

Helen added that she would like the opportunity to meet with a short list of potential facilitators recommended by staff.

Martin Berliner closed the discussion by commenting that it would be important to focus on resources on outcomes as opposed to the process.

6. Adjournment

Helen Koehn made a motion, seconded by Christopher Paulhus, to adjourn the meeting at 8:51 p.m. The motion passed unanimously.

Respectfully submitted,



Matthew W. Hart
Assistant Town Manager



TOWN OF MANSFIELD
DEPARTMENT OF PUBLIC WORKS

Lon R. Hultgren, P.E., Director

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

December 17, 2004

NEWS ITEM FOR IMMEDIATE RELEASE

For more information, contact:

Virginia Walton, Recycling Coordinator 429-3333 or
Lon Hultgren, Director of Public Works 429-3332

Public Hearing on Proposed Litter Ordinance, January 10, 2005

A public hearing has been scheduled on Monday, January 10, 2005 for a proposed Town litter ordinance. The ordinance is intended to address the litter of cans, plastic cups, bottles, and take-out wrappers, etc. in private as well as public spaces. There have been recurring litter problems on North Eagleville and Hunting Lodge Roads. This ordinance will enable the Town to cite properties that continually have litter all over their yards. The hearing will be held in the Council Chambers of the Audrey Beck Building, 4 South Eagleville Road, Mansfield. For a copy of the proposed ordinance, call the Public Works Office at 429-3333.

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**Town of Mansfield
Agenda Item Summary**

To: Town Council
Martin Berliner
From: Martin Berliner, Town Manager
CC: Matt Hart, Assistant Town Manager
Date: January 10, 2005
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) Consent Order #SRD 101
- 2) Notice of DEP Wetlands Public Hearing and Landfill Open House



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

Office of Environmental Policy

Richard A. Miller
Director

REC'D JAN 03 2005

December 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)
QUARTERLY PROGRESS REPORT-OCTOBER, NOVEMBER AND DECEMBER 2004
UNIVERSITY OF CONNECTICUT LANDFILL, STORRS, CT
PROJECT # 900748**

Dear Mr. Frigon:

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

- Landfill Closure, Re-use Plans Approved
- 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
- Discussion on Activities Completed in November 2004
- Discussion on Activities Completed in December 2004
- Schedule for Compliance (Revision No. 3)
- Listing of Project Contacts
- Reports
- Certification

An Equal Opportunity Employer

31 LeDoyt Road Unit 3055
Storrs, Connecticut 06269-3055

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

**CTDEP Consent Order
Quarterly Progress Report-October, November and December 2004
December 29, 2004**

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

Landfill Closure, Re-use Plans Approved

The State Department of Environmental Protection has approved the site closure and re-use plan for the former UConn landfill located north of North Eagleville Road. A CTDEP letter detailing the approval was sent to UConn officials November 22, 2004. UConn now needs wetlands permits to complete the process, which will include installing two groundwater collection – or “leachate” – trenches. The landfill will then receive a final cap of impervious fabric and soil cover. As described in the closure plan, a 700-space asphalt parking lot will be constructed on top of the cap, and two small stormwater ponds will be built to collect surface runoff from the lot. The parking area is consistent with the University’s master plan for North Campus.

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

The CTDEP approved the Closure Plan for the UConn landfill on November 22, 2004

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.

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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.

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;

**CTDEP Consent Order
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- Development of the chemical pits area as green space; and
- Use of the landfill and F-Lot site as parking lots.

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.

On December 3, 2004 UConn received a Notice of Status Conference from CTDEP. In accordance with the pre-hearing process this Status Conference was held with CTDEP on December 16, 2004.

**CTDEP Consent Order
Quarterly Progress Report-October, November and December 2004
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Conditional Approval Letter Received

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

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

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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 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

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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

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

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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
- 41 Meadowood Road
- 65 Meadowood Road
- 202 Separatist Road
- 206 Separatist Road
- 211 Separatist Road

Technical Review Sessions

Public involvement principles are summarized as follows:

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

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

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

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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)
- 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

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comments for landfill and former chemical pits remediation based on draft Remedial Action Plan. Consultant has submitted Closure Plan and Permit applications to CTDEP.

Earth Tech: Earth Tech is conducting roadway layout, parking lot design, and State Traffic Commission Certificate permitting services.

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.

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

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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

RVA:

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

Discussion on Activities Completed in November 2004

UConn:

- Review of State Traffic Commission Certificate submittal
- Review of Supplemental Materials for Mitigation Plan submitted to the ACOE.

Earth Tech

- Roadway and Parking Lot Construction Permitting
- State Traffic Commission Certificate preparation and submittal.

Haley & Aldrich:

- Continued design and permitting work for landfill and former chemical pits remediation based on RAP
- Assistance with State Traffic Commission Certificate preparation.
- Preparation and Submittals of Supplemental Materials, Mitigation Plan to the ACOE.

Epona:

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

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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
- Discussions regarding November 22, 2004 DEP approval of the Closure Plan for the UConn landfill.
- Review of Supplemental Materials for Mitigation Plan submitted to the ACOE.

Phoenix:

- Completed analyses of sampling from IMP and additional residential areas

ERI:

- No analyses conducted

RVA:

- Continued to communicate with public and respond to public queries
- Discussed public meeting issues with staff and CTDEP
- Review of Supplemental Materials for Mitigation Plan submitted to the ACOE.

Discussion on Activities Completed in December 2004

UConn:

- State Traffic Commission Certificate submittal discussions.
- Discussion with UConn's Land Use Subcommittee regarding educational benefits of project
- Attendance at Status Conference with CTDEP

Earth Tech

- Roadway and Parking Lot Construction Permitting
- State Traffic Commission Certificate submittal discussions.

Haley & Aldrich:

- Continued design and permitting work for landfill and former chemical pits remediation based on RAP
- Discussion with UConn's Land Use Subcommittee regarding educational benefits of project.
- Attendance at Status Conference with CTDEP

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

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Phoenix:

- Conducted analyses of sampling from IMP and additional residential areas

ERI:

- No analyses conducted

RVA:

- 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 December 7, 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

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Schedule for Compliance (Revision No. 3) Hydrogeologic Investigation of UConn Landfill, F-Lot, and Former Chemical Pits, Storrs, Connecticut (completed items in italics) Updated December 7, 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 December 7, 2004

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Listing of Project Contacts

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Haley & Aldrich, Inc.
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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
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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
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1266 Storrs Road, U-144
Storrs, CT 06269-4144
(860) 486-3530

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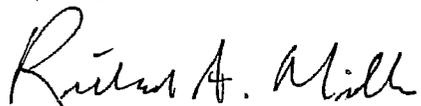
Certification

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

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

Please contact James M. Pietrzak, P.E. at (860) 486-5836 or me at (860) 486-8741 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
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Prof. George Korfiatis, Stevens Institute of
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George Kraus, UConn
Dave Longo, O&G
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Susan Soloyanis, Mitretek
Rick Standish, Haley & Aldrich
Brian Toal, CTDPH
William Warzecha, CTDEP

UConn Landfill Project
www.landfillproject.uconn.edu

NOTICE

**DEP Wetlands Public Hearing
and
Landfill Open House**

**Thursday, January 27
at UConn's Bishop Center**

OPEN HOUSE – 5 to 6:30 PM, Room 7

A representative of O&G Industries, the construction manager for the UConn Landfill closure project, will be available to meet residents and UConn community members **before** the hearing between 5 and 6:30 PM. DEP and members of the UConn consulting team will also be present to answer questions about the landfill closure and wetlands activities.

DEP WETLANDS PUBLIC HEARING – 6:30 PM, Room 7

The Connecticut Department of Environmental Protection (DEP) will hold an Administrative Hearing on the University of Connecticut's application for permits to work in wetlands areas of the campus to close the former UConn landfill and chemical pits. UConn submitted permit applications and a Wetlands Mitigation Plan and other documents to DEP as part of this process (copies of the documents are available in the Town Manager's office, the Mansfield Public Library and UConn Communications). DEP staff and UConn will present information in support of the wetlands application and will accept comments from the public on relevant issues.

DEP approved the Landfill Closure Plan on November 22, 2004.

In the case of snow or inclement weather, the Hearing and Open House will be held on Thursday, February 3 at Bishop Center. If there is a postponement, it will be posted by 3 PM on January 27 on DEP's website at www.dep.state.ct.us.

If you have questions about the project before the meeting, please contact Ray Frigon, CT DEP Project Manager, at 860-424-3797.

Bishop Center is located at 1 Bishop Circle on Route 195. The parking lot is across from the Mansfield Rd. main campus entrance. Room 7 is on the lower floor of the building. A campus map is available at <http://www.visitors.uconn.edu/webmap.html>.



UConn Office of Environmental Policy



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Construction

Former UConn Landfill

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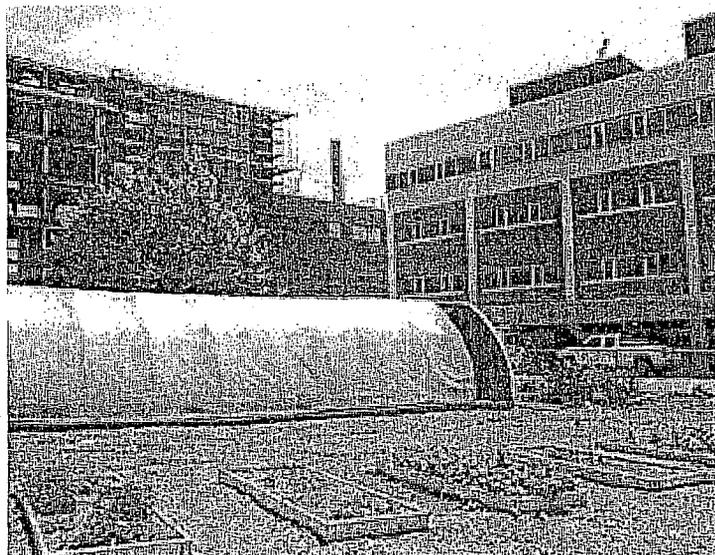
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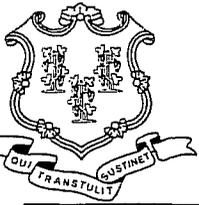
On Thursday, January 27 (snow date, February 3), there will be an Open House and a Public Hearing on UConn's application for permits to work in wetlands areas north of the campus in order to complete the cleanup and closure of the former UConn landfill and chemical pits. The Open House, from 5:00 to 6:30 PM, at UConn's Bishop Center, provides an opportunity for residents and members of the University community to meet the closure construction manager. DEP representatives and UConn consultants will also be present to discuss the closure and wetlands activities.

At 6:30 PM, DEP will conduct an Administrative Hearing on the permit applications and Wetlands Mitigation Plan, which must be approved by DEP in order to begin the construction needed to complete the cleanup/closure of the former landfill. DEP staff and UConn will present information in support of the wetlands application, then DEP will accept comments from the public on relevant issues.

Once construction begins, the closure activities should take about a year from start to finish.

UConn Building and Grounds Committee Website





STATE OF CONNECTICUT
DEPARTMENT OF ENVIRONMENTAL PROTECTION



REC'D DEC 30 2004

NOTICE OF TENTATIVE DETERMINATION
AND OPPORTUNITY TO COMMENT

INLAND WETLANDS AND WATERCOURSES - IW-2003-112
SECTION 401 WATER QUALITY CERTIFICATION - WQC-200302988
Town: Mansfield

The Department of Environmental Protection hereby gives notice it has made a tentative determination to approve an application submitted by the University of Connecticut (the "applicant") under section 22a-39 of the Connecticut General Statutes for a permit to conduct a regulated activity in an inland wetland or watercourse and pursuant to Section 401(a)(1) of the Federal Clean Water Act for certification of a discharge of a material(s) into the waters of the State. The name and address of the permit applicant are: The University of Connecticut, 31 LeDoyt Road, Unit 3055, Storrs, CT 06269-3055, Attn: Richard A. Miller, Esq., Director, Office of Environmental Policy.

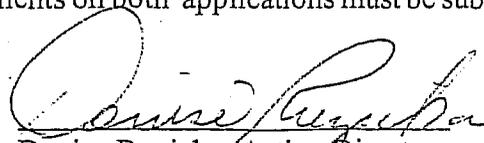
Specifically, the applicant proposes to close and remediate the existing landfill on the University of Connecticut Storrs campus. The proposed landfill closure will affect approximately 1.83 acres of permanent wetland fill to regrade and close the landfill and approximately 2.97 acres of inland wetland impact to remediate the contaminated sediment. A 1.28 acre wetlands creation site will be constructed at the site. Interested persons may obtain copies of the application from the applicant at the above address, telephone number (860) 486-8741.

The application has been evaluated for compliance with the applicable provisions of sections 301, 302, 303, 306 and 307 of the Act and the Water Quality Standards and Criteria of the State of Connecticut adopted pursuant to Section 22a-426 of the Connecticut General Statutes.

Pursuant to the provisions of section 22a-39(k) a hearing will be held on application IW-2003-112. Notice of the hearing, when scheduled, will be published in this newspaper.

All interested parties are invited to comment on the tentative determination concerning the application. Comments should be directed to Cheryl Chase, Bureau of Water Management/Inland Water Resources Division, 79 Elm Street, Hartford, CT 06106-5127. The application and a copy of the draft proposed permit are available for inspection at the office of the Inland Water Resources Division at the above address from 8:30 AM to 4:30 PM Monday through Friday. Questions may be directed to Cheryl Chase of the Inland Water Resources Division at (860) 424-3019. Written comments on both applications must be submitted to the Department no later than January 28, 2005.

Date: December 29, 2004


Denise Ruzicka, Acting Director
Inland Water Resources Division

Landfill Closure, Re-use Plans Approved

BY RICHARD VEILLEUX

The state Department of Environmental Protection has approved the site closure and re-use plan for the former UConn landfill located north of North Eagleville Road, behind the University's sewage treatment plant.

A letter detailing the approval was sent to UConn officials Nov. 22. The University now needs wetlands permits to complete the process, which will include installing two groundwater collection – or “leachate” – trenches. The landfill will then receive a final cap of impervious fabric and soil cover. As described in the closure plan, a 700-space asphalt parking lot will be constructed on top of the cap, and two small stormwater ponds will be built to collect surface runoff from the lot, says Richard Miller, UConn's

director of environmental policy. The parking area is consistent with the University's master plan for North Campus.

Miller says a public meeting will be scheduled, perhaps as soon as mid-January, to explain the capping, permit, and long-term groundwater monitoring process. The meeting will also outline future activities to occur at the site and on adjoining land that UConn will preserve as open space, including significant wetland restoration and wildlife habitat enhancement projects.

UConn workers and private environmental remediation companies have been working to clean, monitor, and formally close the landfill since 1998, under the aegis of the Connecticut Department of Environmental Pro-

tection. UConn was required to evaluate thoroughly the nature and extent of soil, surface water, and groundwater pollution emanating from the landfill, former chemical pits at the site, and an ash disposal site adjacent to the landfill. In addition, the University was responsible for proposing and implementing remedial actions necessary to abate the pollution, and for monitoring it on an ongoing basis.

Miller says the DEP approval sets the stage for the work to be completed. He says he hopes the wetlands permits needed to begin construction can be obtained by the spring. The entire process – capping the landfill, building the leachate trenches, and constructing the parking lot – will take about a year to complete.

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Coming to Campus

Coming to Campus is a section announcing visiting speakers of note.

Those who wish to submit items for this section should send a brief description (maximum 300 words) of the event, including the date, time, and place, and giving the name, title,

outstanding accomplishments and, if available, a color photo of the speaker to: Visiting Speaker, Advance, 1266 Storrs Road, Storrs, CT 06269-4144 or by e-mail: advance@uconn.edu, with Visiting Speaker in the subject line.

The information must be received by 4 p.m. on Monday, a minimum of two weeks prior to the event.

Publication will depend on space available, and preference will be given to events of interest to a cross-section of the University community.

Speaker to Focus on Natural History of Dogs

The natural history of dogs will be the focus of a presentation by Ray Coppinger on Sunday, Dec. 12. The talk will take place in Room 130 of the Biology/Physics Building, at 3 p.m. A book-signing will follow.

Many people in Western society think of dogs as pets or companions.

world most dogs are only loosely attached to people and make an honest living scavenging on human refuse. From a biological point of view, dogs are very successful, with their populations dwarfing all other canids.

Coppinger will explore the evolution of dogs and the niche they occupy in

Hampshire College, is a former New England sled dog racing champion. He and Lorna Coppinger are co-authors of *Dogs: A Startling New Understanding of Canine Origin & Evolution* (2001). He also wrote *Fishing Dogs* (1996).

The talk is sponsored by the Con-

Martin H. Berliner

From: Robert L. Miller
Sent: Monday, December 20, 2004 3:48 PM
To: Martin H. Berliner
Subject: UConn Landfill wetland mitigation plan public hearing

Marty - Ray Frigon of the DEP contacted me. The DEP hearing officer for the above reference public hearing is conducting a site visit on 1/11/05 at 10:00am (starting at Jim Pietraks office). The public may attend this visit but will not get an opportunity to comment or ask questions. Ray anticipates the hearings legal notice in the papers in approximately two weeks. Although a specific date for the hearing has not yet been set, he expects it to be end of January/beginning of February. Preceding the public hearing will be an open house for the public to get information and ask questions.

Regards,

Robert L. Miller, MPH, RS

Director of Health
Eastern Highlands Health District
4 South Eagleville Road
Storrs CT. 06268
Fax 860-429-3321
Phone 860-429-3325

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**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: *Martin Berliner*
Martin Berliner, Town Manager
CC: Matt Hart, Assistant Town Manager; Jeffrey Smith, Director of Finance
Date: January 10, 2005
Re: Financial Statements Dated September 30, 2004

Subject Matter/Background

At its meeting on December 21, 2004, the Finance Committee voted to recommend that the Town Council accept the Financial Statements dated September 30, 2004.

Recommendation

If the Town Council supports the recommendation of the Finance Committee, the following motion is in order:

Move, effective January 10, 2005, to accept the Financial Statements dated September 30, 2004, as prepared and submitted by the Department of Finance.

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**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: *Martin Berliner*
 Martin Berliner, Town Manager
CC: Matt Hart, Assistant Town Manager; Lon Hultgren, Director of Public Works
Date: January 10, 2005
Re: An Ordinance Regulating Litter

Subject Matter/Background

As part of our efforts to address community quality of life issues, we have prepared a proposed ordinance to regulate litter. Litter is a significant problem in some areas of town, and the proliferation of litter threatens public health and public safety.

In general terms, the ordinance would prohibit littering in public places and on private property. Furthermore, in certain limited circumstances the ordinance would allow the town to enter private property to dispose of litter and to address blighted conditions.

Based on comments made by the Town Council at our previous meeting, as well as additional suggestions received from our Zoning Agent, we have made the following changes to the draft:

- In section 7, we have added the duty for private persons to keep the "street" in front of their premises clean, similar to the obligation for merchants in section 8. This makes sense in Mansfield, as so few of our streets have sidewalks.
- Based on the Town Council's suggestion, we have reduced the fine in section 15D to \$90 per violation. The reasoning behind this change is that under state law most municipal fines of \$90 or less are treated as infractions, whereas fines in excess of \$90 usually require the officer to issue a summons to superior court. In general, infractions are much simpler to administer and less time consuming for the issuing officer and the court.

Financial Impact

At the moment, we believe the ordinance could be effectively enforced with existing personnel. After we gain some experience with the ordinance, our opinion on this issue could change. Our enforcement of the ordinance will raise some revenue, but we do not anticipate that it will be sufficient to cover administrative costs.

Legal Review

Staff has prepared the proposed ordinance in consultation with the Town Attorney.

Recommendation

Staff believes that the ordinance would provide us with a valuable tool to address quality of life issues associated with litter. Consequently, we recommend that unless the public hearing raises some significant issues or concerns with respect to the draft, the Town Council adopt the ordinance as proposed.

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

Move, effective January 10, 2005, to adopt an "Ordinance Regulating Litter" as presented by staff in its draft dated January 10, 2005, and which ordinance shall become effective 21 days after publication in a newspaper having circulation the Town of Mansfield.

Attachments

- 1) Proposed Ordinance
- 2) Correspondence from Zoning Agent



**Town of Mansfield
Code of Ordinances
“An Ordinance Regulating Litter”**

January 10, 2005 Draft

Section 1. Title.

This Ordinance shall be known and may be cited as the “Ordinance Regulating Litter” or “Litter Ordinance.”

Section 2. Legislative Authority.

This ordinance is enacted pursuant to the provisions of *Connecticut General Statutes §7-148 et seq.*, as amended.

Section 3. Findings and Purpose.

The Town Council of the Town of Mansfield finds that the improper dispersion of litter and garbage within the community creates a public health hazard and blight, and is therefore detrimental to the general welfare, health and safety of all residents of Mansfield. Therefore, pursuant to the various police, health and public safety powers granted to municipalities under *Connecticut General Statutes § 7-148*, the Town of Mansfield seeks to protect, preserve and promote the health, safety, welfare and quality of life of all its residents by regulating the dispersion of litter and garbage.

Section 4. Definitions.

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

- A. “Blight” or “Blighted premises” shall mean any parcel of land where at least one of the following conditions exists:
- 1) It has been determined by an Enforcement Officer, acting within the scope of his/her authority, that a condition exists that poses a serious or immediate threat to the health, safety or general welfare of the community.

- 2) The property is in a physically deteriorating condition causing unsafe or unsanitary conditions or a nuisance to the general public, as evidenced by one or more of the following conditions:
 - a. Rodent harborage and/or infestation.
 - b. Persistent garbage or rubbish on the property.
 - 3) The overall condition of the property causes an unreasonable impact on the enjoyment of or value of neighboring properties as expressed by persistent complaints from adjoining property owners.
- B. "Enforcement Officer" shall mean one or more employees and/or agents of the town, designated by the Town Manager to enforce the provisions of this Ordinance.
- C. "Garbage" shall mean putrescible animal and vegetable wastes resulting from the handling, preparation, cooking and consumption of food.
- D. "Litter" shall mean any discarded, used or consumed substance or waste material, whether made of aluminum, glass, plastic, rubber, paper or other material or synthetic material or combination thereof, which has not been deposited in a refuse receptacle.
- E. "Park" shall mean a park, reservation, playground, recreation center or any other public area in town, owned or used by the town and devoted to active or passive recreation.
- F. "Private premises" shall mean any dwelling, house, building, or other structure, designed or used, either wholly or in part, for private residential purposes, whether inhabited or temporarily or continuously uninhabited or vacant, and shall include any yard, grounds, walk, driveway, porch, steps, vestibule or mailbox belonging or appurtenant to such dwelling, house, building or other structure.
- G. "Public place" shall mean any area that is used or is held out for use by the public whether owned or operated by public or private interests.
- H. "Refuse" shall mean both garbage and rubbish.
- I. "Rubbish" shall mean non-putrescible solid wastes consisting of both combustible and noncombustible wastes, such as paper, wrappings, cigarettes, cardboard, tin cans, yard clippings, leaves, wood glass, bedding, crockery and similar materials.
- J. "Vehicle" is every device in, upon or by which any person or property is or may be transported or drawn upon a highway.

Section 5. Littering in public places.

No person shall throw or deposit litter in or upon any street, sidewalk or other public place within the town except in public receptacles, in authorized private receptacles for collection, or in official town disposal areas.

Section 6. Placing of litter in receptacles to prevent scattering.

Persons placing litter in public receptacles or in private receptacles shall do so in such a manner as to prevent it from being carried or deposited by the elements upon any street, sidewalk or other public place or upon private property.

Section 7. Sweeping litter into public places; duty to keep sidewalks clean.

No person shall sweep into or deposit in any gutter, street or other public place within the town the accumulation of litter from any building or lot or from any public or private sidewalk or driveway. Persons owning and/or occupying property shall keep the sidewalk **and/or street** in front of their premises free of litter.

Section 8. Merchants to keep sidewalks, public places free of litter.

No person owning and/or occupying a place of business shall sweep into or deposit in any gutter, street or other public place within the town the accumulation of litter from any building or lot or from any public or private sidewalk or driveway. Persons owning or occupying places of business within the town shall keep the sidewalk and/or street in front of their business premises free of litter.

Section 9. Throwing litter from vehicles.

No person, while a driver or passenger in a vehicle, shall throw or deposit litter upon any street or other public place within the town, or upon private property.

Section 10. Vehicles causing litter.

No person shall drive or move any truck or other vehicle within the town unless such vehicle is so constructed or loaded as to prevent any load, contents or litter from being blown or deposited upon any street or other public place, or upon private property.

Section 11. Litter in parks.

No person shall throw or deposit litter in any park within the town except in public receptacles and in such a manner that the litter will be prevented from being carried or deposited by the elements upon any part of the park or upon any street or other public place or upon private property. Where public receptacles are not provided, all such litter shall be carried away from the park by the person responsible for its presence and properly disposed of elsewhere as provided herein.

Section 12. Littering fountains or bodies of water.

No person shall throw or deposit or cause to be blown, scattered, spilled or otherwise dispose of any litter in any fountain, pond, lake, stream, or other body of water in a park or elsewhere within the town.

Section 13. Litter on private property.

No person shall throw or deposit litter on any private property within the town, whether owned by such person or not, except that the owner or person in control of occupied private property may maintain private receptacles for collection in such a manner that litter will be prevented from being carried or deposited by the elements upon any street, sidewalk or other public place or upon any private property.

Section 14. Duty to maintain premises free of litter or blight.

The owner or person in control of any private property shall at all times maintain the premises free of litter or blight; provided, however, that this section shall not prohibit the storage of litter in private receptacles for collection.

Section 15. Violations and Penalties.

Enforcement of this ordinance shall be as follows:

- A. The Town Manager shall designate one or more Enforcement Officers, who are empowered to take such enforcement actions as authorized in this Ordinance.
- B. The Enforcement Officer shall serve written notice of the violation(s) of this ordinance to the owner or the agent of such owner of any occupied or vacant property within the town. Such notice shall be hand delivered or mailed by certified mail, return receipt requested, addressed to said owner at the last known address.
- C. Such notice shall state the violation(s) as outlined hereinafter and demand its correction within ten (10) calendar days. If the person cited fails to correct the violation before the

deadline, the Town may issue a citation. Said citation shall inform the owner or agent of the allegations against him or her, the amount of the fine due, and the date on which payment of the fine is due, which shall be no later than ten (10) days after the date of the citation.

- D. Citations shall be punishable with a fine of ninety (\$90) ~~one hundred dollars (\$100)~~ for each violation. Each separate day that a violation exists after the issuance of a citation shall be subject to a separate additional fine without the issuance of a separate citation.
- E. If any such fine is unpaid beyond the due date, the Town may initiate proceedings under the authority of *Connecticut General Statutes* §7-152c and the Town of Mansfield Hearing Procedure for Citations Ordinance to collect such fine.

Section 16. Removal by town.

- A. *Notice to remove.* The Enforcement Officer is hereby authorized and empowered to notify the owner, or the agent of such owner, of any occupied or vacant private property within the town to properly dispose of litter located on such owner's property that is violative of this ordinance. Such notice shall be by certified mail, addressed to said owner at his/her last known address.
- B. *Action upon noncompliance.* Upon the failure, neglect or refusal of any owner or agent so notified to properly dispose of litter or blight within ten (10) days after receipt of the written notice provided for in subsection A above, the Enforcement Officer is hereby authorized and empowered to pay for the disposing of such litter or to order its disposal by the Town.
- C. *Recorded statement constitutes lien.* Upon completion of such work, the Enforcement Officer shall determine the reasonable cost thereof and bill the owner or agent therefor. Upon failure of the owner or agent to remit to the town the amount of such charge within thirty (30) days from the date of such notice, the Enforcement Officer, within ninety (90) days from the date of such notice, shall record in the land records of the Town a sworn statement showing the cost and expense incurred for the work, the date the work was performed and the location of the property on which said work was performed. The recordation of such sworn statement shall constitute a lien and privilege on the property and shall remain in full force and effect for the amount due in principal and legal interest, plus costs in court, if any, for collection, until final payment has been made. Sworn statements recorded in accordance with the provisions hereof shall be prima facie evidence that all work has been completed properly and satisfactorily, and shall be full notice to every person concerned that the amount of the statement, plus interest, constitutes a charge against the property designated or described in the statement and the same is due and collectible as provided by law. Said lien shall have the same effect and may be foreclosed in the same manner as a tax lien.

Section 17. Appeals Procedure.

Any person fined pursuant to this Ordinance may appeal such fine pursuant to the provisions of the Town of Mansfield Hearing Procedure for Citations Ordinance.

Section 18. Construction.

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

Section 19. Savings Clause.

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



TOWN OF MANSFIELD
AUDREY P. BECK BUILDING
FOUR SOUTH EAGLEVILLE ROAD
STORRS, CONNECTICUT 06268



CURT B. HIRSCH
ZONING AGENT
(860) 429-3341

January 6, 2004

Mansfield Town Council
Audrey P. Beck Building
4 S. Eagleville Road
Storrs, CT 06268

Re: *"An Ordinance Regulating Litter"*

Dear Council Members:

I want to add my support as the Mansfield Zoning Agent, to the proposed Litter Ordinance. The ordinance will fill a few voids that exist in the Zoning Regulations and the Solid Waste Ordinance that don't adequately address the specific problem of litter.

In Section 7 of the proposed ordinance however, I want to strongly recommend a three-word addition to the text. After the word 'sidewalk' in line three I would add and/or street. This wording is included for business property in Section 8 and should also apply to residential property. If one of the purposes of this ordinance is to address the often, excessive litter along the roadside in *the area of town that shall not be named*, then this revision seems important.

Thank you for considering my thoughts and for your work on this litter ordinance.

Sincerely,

Curt Hirsch
Zoning Agent

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**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: *Martin Berliner*
 Martin Berliner, Town Manager
CC: Matt Hart, Assistant Town Manager; David Dagon, Emergency Services Administrator
Date: January 10, 2005
Re: Proclamation in Honor of Firefighters Balogh, Silva and Traber

Subject Matter/Background

As you know, on the morning of December 31, 2004 our community experienced a substantial fire at the Juniper Hill Village senior housing complex. Our fire and emergency services personnel did an excellent job, as did our fire marshal team. The mutual aid response from local departments and UConn was also very good. The call was initially placed as a medical call, and the three firefighter/EMT's who responded were able to evacuate everyone from the structures in fairly short order.

The outcome of the fire could have been much different, if not for the decision-making and teamwork exercised by Firefighters Balogh, Silva and Traber, who initially responded to the scene. Due to their actions, there was no loss of human life or significant injuries.

Because their actions were so significant, the Mayor would like to formally recognize Firefighters Balogh, Silva and Traber at Monday night's meeting. Staff has attached a proposed proclamation to that effect.

Recommendation

The Mayor respectfully requests your endorsement of the proposed proclamation. We suggest the following motion:

Move, effective January 10, 2005, to endorse the proposed Proclamation in Honor of Firefighters Balogh, Silva and Traber, for their heroic service at the Juniper Hill Village Fire.

Attachments

- 1) Proposed Proclamation



Town of Mansfield

Proclamation in Honor of Firefighters Balogh, Silva and Traber

Whereas, after having been dispatched with only a light rescue truck and an ambulance to what was perceived as a routine medical call, Firefighters Richard Balogh, James Silva and Matthew Traber arrived first at the scene of a fire at Juniper Hill Village on the morning of December 31, 2004; and

Whereas, at the time of their arrival the fire was significantly involved within the attic space above the affected senior housing units; and

Whereas, Firefighters Balogh, Silva and Traber entered 12 different apartment units and assisted the occupants from each apartment to safety while heavy fire burned overhead; and

Whereas, despite the risk of injury to themselves, limited resources and not readily available back-up, these firefighters drew upon their common experiences, training and expertise and consciously chose to enter the apartments to perform search and rescue functions, thereby assisting the occupants to safety; and

Whereas, through their sound decision-making and excellent teamwork, Firefighters Balogh, Silva and Traber prevented a loss of human life and changed the potential outcome of the fire:

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and the Town Council that Firefighters Richard Balogh, James Silva and Matthew Traber be honored by the Town of Mansfield for their bravery and heroic service to the senior residents impacted by the Juniper Hill Village fire.

IN WITNESS WHEREOF, I have set my hand and caused the seal of the Town of Mansfield to be affixed on this 10th day of January in the year 2005.

Mayor, Town of Mansfield
January 10, 2005



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: *Martin Berliner*
Martin Berliner, Town Manager
CC: Matt Hart, Assistant Town Manager; Gregory Padick, Town Planner
Date: January 10, 2005
Re: Resignation from Planning and Zoning Commission

Subject Matter/Background

Attached please find Audrey Barberet's resignation from the Planning and Zoning Commission. Due to Audrey's many years of service to the town, including the Town Council, the Planning and Zoning Commission, the Town/University Relations Committee and the Public Safety Committee, we believe that it would be appropriate to hold some sort of reception in her honor. We would like to discuss this proposal with the Town Council at Monday's meeting.

Attachments

- 1) Correspondence from A. Barberet

45 Farrell Road
Storrs, CT 06268

December 21, 2004

Joan Gerdson, Town Clerk
Town of Mansfield, Connecticut

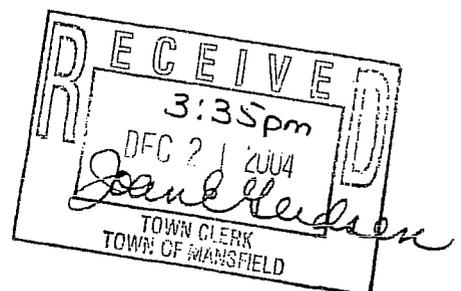
Dear Joan:

I hereby send you notice that I am resigning from the Mansfield Planning and Zoning Commission as of this date, December 21, 2004.

I have enjoyed my twenty-one years on the Planning and Zoning Commission but would like to spend more time at home with my husband.

Sincerely yours,

Audrey H. Barberet
Audrey H. Barberet





**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Assistant Town Manager
CC: Martin Berliner, Town Manager; Gregory Padick, Town Planner; Joan Gerdson, Town Clerk
Date: January 10, 2005
Re: Planning and Zoning Representative to Town/University Relations Committee

Subject Matter/Background

Since she served as the Planning and Zoning Commission (PZC) representative to the Town/University Relations Committee, Audrey Barberet's resignation from the PZC will necessitate the appointment of a new representative to Town/University Relations. As explained in the attached correspondence, the members of the PZC wish to recommend the appointment of Gary Zimmer to this role.

Recommendation

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

Move, effective January 10, 2005, to appoint Mansfield resident Gary Zimmer as the Planning and Zoning Representative to the Town/University Relations Committee, for a term not to exceed his tenure as a member of the Mansfield Planning and Zoning Commission.

Attachments

1) Correspondence from PZC



PLANNING AND ZONING COMMISSION
TOWN OF MANSFIELD

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

Memo to: Town Council
From: Planning and Zoning Commission

Rudy Favretti
Rudy Favretti, Chairman

Date: January 5, 2005

Re: New PZC representative to the Town/University Relations Committee

At a meeting held on January 3, 2005, the Mansfield Planning and Zoning Commission agreed by unanimous consensus to recommend to the Town Council that Gary Zimmer be appointed the Planning and Zoning Commission representative to the Town/University Relations Committee, replacing Audrey Barberet, who has resigned.

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



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Martin Berliner, Town Manager *MHB*
CC: Matt Hart, Assistant Town Manager; Gregory Padick, Town Planner; Kevin Grunwald, Director of Social Services
Date: January 10, 2005
Re: Market Study for Assisted Living

Subject Matter/Background

As the Council may know, there has been some recent discussion within the community regarding the need for a local assisted living facility. Many of our seniors greatly enjoy living in Mansfield and the services that the town has to offer, and would like to remain in the community for as long as possible. The addition of the Mansfield Community Center, the development of the University of Connecticut and the amenities that the Storrs Center project will bring to our community have made Mansfield an even more attractive place to reside.

Staff has looked at the issue of assisted living at various times over the past several years. From our research, we have learned that a market feasibility study would be required to ascertain whether Mansfield and the surrounding area have the demographics to support an assisted living facility. To ensure accuracy, such a study would need to be conducted by professionals familiar with the industry. While there are a number of firms around the country that engage in this type of work, the industry has contracted somewhat within recent years.

Financial Impact

Our research and fact-finding discussions with private developers have indicated that the cost of a preliminary market feasibility study for an assisted living project would range from \$15,000 to \$25,000.

Recommendation

Because there appears to be significant interest in ascertaining whether the location of an assisted living facility in Mansfield is attainable, staff recommends that the Town Council authorize staff to issue a request for qualifications (RFQ) to hire a firm to conduct a market feasibility study. The funds necessary to conduct such a study could be appropriated from the contingency account.

Once the Town Council and staff have obtained the study and reviewed the results, we could determine how to best proceed with this issue.

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

Move, effective January 10, 2005, to authorize staff to spend up to \$25,000 to issue a request for qualifications (RFQ) to hire a firm to conduct a market feasibility study necessary to determine whether Mansfield and the local area could support an assisted living facility.

Mansfield Commission on Aging Agenda
Tuesday, November 8, 2004 2:30 PM – Senior Center

PRESENT: K. Grunwald (staff), S. Thomas (chair), M. Thatcher, B. Acebo, N. Stevens, C. McMillan, K. Doeg, E. Norris, C. Phillips, P. Hope (staff), J. Kenny (staff)

REGRETS: D. Mercier, P. Secker

- I. **Call to Order:** the meeting was called to order by Chair, S. Thomas at 2:30 PM.
- II. **Appointment of Recording Secretary:** K. Grunwald agreed to take minutes for the meeting.
- III. **Acceptance of Minutes** of the October 12, 2004 meeting: the minutes were accepted with the following corrections: as noted M. Thatcher is no longer on the Committee for the Physically and Sensorily Impaired (MACNPD).
- IV. **Correspondence** - Chair and Staff: S. Thomas shared a copy of the CT Commission on Aging newsletter, including a survey that has been requested. A small number of surveys have been returned from the Center. She asked that all members of this Commission check to make sure that they are on the mailing list for this newsletter.
- V. **Optional Reports** on Services/Needs of Town Aging Populations
 - A. **Health Care Services**

Wellness Center and Wellness Program – J. Kenny did not have a copy of her report to distribute, as she recently returned from medical leave. She announced that she will be starting a diabetic support group. There will be no formal Weight Watchers group this quarter.

Mansfield Center for Nursing and Rehabilitation – J. Kenny reported on her stay there.

Social, Recreational and Educational

Senior Center – P. Hope distributed copies of her report. She mentioned that Linda Wohllebe, Center secretary, is out on a medical leave. We will be updating reporting when she returns in an attempt to get a more accurate count of unduplicated members using services of the Center. She also mentioned that there will be a lunch for Veteran's and a recognition event tomorrow, November 9.

Senior Center Assoc. – John Brubacher was not present; no report. There will be an Association breakfast meeting this Wed., November 10, at 9:00. A Clothing Bazaar will be held this Saturday from 10-2 at the Senior Center.
 - C. **Housing**

Assisted Living Project: no meetings of the Coalition.

Juniper Hill: B. Acebo shared an article from the Chronicle on a \$1.4m. HUD grant to renovate 12 apartments for assisted living. Some question was raised as to whether or not any portion of this grant will be used to subsidize the cost of assisted living services.

Jensen's Park, Other: no report.

D. Related Town and Regional Organizations

Com. on Physically and Sensorily Impaired – K. Grunwald reported that this Committee is seeking new members; please see him if you are interested.

Senior Resources of Eastern CT: no designated representative from this Commission, Senior Resources would like to have a member representing Mansfield.

Town Plan of Conservation and Development – Carol Phillips: there will be a presentation on the Mansfield Downtown Partnership this Wed. night at E.O. Smith High School.

Town Community Center: no report.

VI Old Business

Preparation of The Long Range Plan (2004-2014) – K. Grunwald facilitated a follow-up to the areas of the plan that were assigned at the previous meeting.

Physical Environment: E. Norris reported that she is still collecting information about housing options for seniors currently available in Mansfield. Some information was presented on Wright's Village and Juniper Hill. She noted that there is a wide range of housing needs for seniors, based on service needs, income, and other factors.

Health: C. McMillan reviewed the existing long-range plan, and felt that many health-related services are currently offered at the Senior Center or by other providers. She is beginning to identify survey questions to determine whether or not these services are accessible, affordable, well-publicized, etc. There was some discussion of the range of services that are available, and whether or not they are affordable.

Economy: M. Thatcher reviewed the existing long-range plan, looking at both the existence and adequacy. She noted that the Sparks newsletter makes information available, as well as use of other communication vehicles. She raised the question about how residents get information about available services, and what help can currently be provided by the Town. She also noted the absence of information about the volunteer conservatorship training, but noted tax preparation assistance and legal service representation offered at the Senior Center. In general information needs to be made more available, along with support to access services. A question was raised of how to reach individuals who qualify for subsidized services. The COA does review pending legislation and priority areas, but felt that we should pay more attention to fair distribution of federal and state

funding. There is a need to look at the issue of assisting "land rich" elderly. It was pointed out that decisions made by individuals in this area need to consult with experts around estate planning issues. Other survey questions:

Medicare/Medi-gap, other areas of economic/financial issues, long-term care insurance, investments, presentations on finance,

Technology: P. Secker was not present, but made a written copy of his report available. The report was reviewed and it was noted that computers are available in the Community Center. The question of the availability of assistive technology in the Town Hall for hearing impaired was raised. A question of making free cell phones available for 911 use was also raised.

Safety/Security: K. Doeg reviewed material to summarize categories to be addressed: 1) Communication: Lifeline, distribution of cell phones, pagers, affordable technologies, card/flashing light in the window, etc. (2) Education: use of Senior Center programs and include regular column in Sparks related to safety, publish an annual flyer with info. about resources related to safety (3) Safety in the physical environment: sidewalks, immunization, etc.

Social/Cultural Environment: C. Phillips: deferred to our next meeting.

Services/Support: D. Mercier was not present

Transportation: B. Acebo reviewed achievement of goals in the existing LRP. Feeling that it is difficult to get volunteer drivers. There is a need to identify specific survey questions to determine what the need is, identify what plans are in place for adding sidewalks. Look at use of the Transportation Advisory Committee as a resource in this area. Discussed the role of advocacy and education in addressing these issues, rather than looking at individual issues.

VII New Business: none.

VII. Adjournment: Meeting was adjourned at 4:25 PM

Next meeting is scheduled for December 13 at 2:30 pm at the Senior Center

Respectfully submitted,

Kevin Grunwald
Director of Social Services

DRAFT Minutes of the November 17, 2004 Meeting
Conference Room B, Audrey P. Beck Building

Present: Denise Burchsted, Robert Dahn (chair), Jennifer Kaufman, Quentin Kessel, and John Silander.

Absent: Lanse Minkler, Robert Thorson, and Frank Trainor.

1. The meeting was called to order at 7:30 PM.
2. Kessel discussed comments on the September 15, 2004 minutes made by Minkler and Thorson, many of which have now been incorporated into these minutes. The minutes were approved unanimously. The minutes of the October 20 meeting were then discussed and, subject to an editorial change, approved unanimously.
3. Burchsted, who also serves as the Executive Director for the Naubesatuck Watershed Council (NWC), described the NWC as a 501(c)3 non-profit organization whose purpose is to protect and enhance the beauty, biotic diversity, and ecological interactions, structures and processes of the three river system consisting of the Fenton, Mount Hope and Natchaug Rivers empty into Naubesatuck Lake. This watershed is also known by the DEP as Basin #32 and by the city of Willimantic as the Windham Waterworks Watershed, the State's largest surface watershed. One of the goals of NWC is to build awareness of the watershed's importance and to coordinate activities across municipal boundaries.

Burchsted also discussed NWC's Watershed Plan of Conservation, dated June 12, 2004 (revised July 29, 2004). She noted that the Green Valley Institute wants the three rivers to receive "Greenway Status," a designation that might bring additional funding for the watershed's conservation.

4. Stone Walls: Silander expressed frustration with the destruction of stone walls that he has observed. It was pointed out that while the Town could not dictate stone wall preservation to an individual homeowner, the PZC did have some influence when subdivisions came before it for approval. Note was taken of the October 20, 2004 meeting and minutes discussing the need of incorporation of guidelines for the preservation of stone walls into the new Mansfield Plan of Conservation and Development.

5. It was noted that the Town has passed a resolution supporting "LEED" standards, which have been developed by the US Green Building Council to help guide sustainable design for buildings. Silander asked whether the Mansfield Downtown Partnership construction would be held to LEED's standards. Burchsted reported that the Mansfield's CFRG is pushing to have the new construction done to these standards, but that it was not clear that the Partnership was as enthusiastic about implementing these standards. Burchsted was asked to write a letter for the CC to send to the Town Council in support of the adoption of LEED standards by the Partnership.

6. Open Space: Kaufman reported that the Town has received a grant from the DEP for the purchase of approximately 60 acres of the Dorwart property. This is an important open space acquisition that will provide a connection between the Lion's Club Field area

and the protected Coney Rock property. From there a hiker can easily access the Town's Fifty Foot property and hike onto the Old Town Hall.

Kaufman also reported that a Recreational Trails Program Grant has been awarded to the Town for trail improvements and a canoe launch on the Willimantic River. She is also working with the PAC to develop an invasive species policy for the Town.

7. Plan of Conservation and Development: The CC discussed various aspects of the proposed plan. It was agreed to endorse the OSPC recommendation for the "Interior Forest Tract" designation for the map titled "Planned Conservation Areas" dated 2004 and prepared for the Town of Mansfield by the Windham Region council of Governments. These are:

1. The map should be corrected to exclude subdivisions with house lots of less than two acres from the Interior Forest Tract designation.

2. The 500 foot setback from collector streets and lesser streets should be removed from the map. It was noted that the automatic application of this set back inappropriately removed a major portion of forestland in Schoolhouse Brook Park from the Interior Forest Tract designation. A justification for this recommendation to remove the setback is that many deep-forest wildlife species (for example fishers) are adapting the existence of nearby roads, traffic and traffic noises. While it is true that select species may be unable to live and reproduce within 500 feet of a highway, there are many more for which it is not such an issue.

Additionally, the CC wishes to recommend Town develop a system of classification for stone walls within the town, and 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 Mansfield. Thorson distributed such a taxonomy for stone materials at the October CC meeting that he is incorporating into his new book, "Exploring Stone Walls, A Field Guide to Stone Walls."

The possible revision of the Town's Zoning Map to extend certain aspects of one-acre zoning into the Town's present two-acre zoning area was discussed. Most of the two-acre zoned area is designated that way for the protection of watersheds. Concern was expressed that the recent zone change, permitting shared driveways with frontage along the driveway substituting for the usual frontage requirement, was encouraging development of additional housing in areas where it would not have been economically feasible before this zone change. It was unclear to CC members how this recent change combined with the proposed one-acre changes would affect development in Town. This is in part because Town Planner Greg Padick's presentation at the November meeting did not detail the proposed change and was supported primarily with anecdotal statements. The CC asked Kaufman meet with Padick before the December meeting to obtain more complete information on the proposed one-acre changes and to see whether actual data exists as to whether, or not, in the Town of Mansfield this won't lead to detrimental changes.

The secretary was instructed to bring this portion of the minutes to the attention of Town Planner Padick, the PZC and the Town Manager.

8. IWA Referrals.

a) W1276 - Dan Ouimette Builders, LLC - 557 Warrenville Road. Map date, revised 10/18/04. This application is for a single family dwelling within about 50 feet of a wetland. It was observed that the map showed the driveway being routed through an existing stone wall. The CC hopes that the removed stones will be used to repair and to complete the existing wall where the "path" currently passes through it. Kessel moved and Dahn seconded that there should be no significant negative impact on the wetlands if 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 three in favor and one abstention.

b) W127 - McCarthy - Bassetts Bridge Road/452 Storrs Road. Map date 8/30/04. This application is for two office buildings with driveway/parking lots within about 30 feet of a wetland. Of primary concern is the driveway/parking lot runoff and its treatment before reaching the nearby wetland. The map seemed not to provide information about this. The septic fields are also located close to the wetland, and it was not discernable from the map provided which area was for the primary and which for the secondary septic field, if one exists. Silander moved and Kaufman seconded that, based on the information provided there could be a significant negative impact on the adjacent wetlands. The motion passed unanimously. Concern was also expressed for the abutting neighbors with regard to expanding the commercial use of this property.

10. The meeting adjourned at 9:05 P.M.

Respectfully submitted,

Quentin Kessel
Secretary



Mansfield Downtown Partnership

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

January 4, 2005

Board of Directors
Mansfield Downtown Partnership

Re: Item #3 - Meeting Minutes

Dear Board members:

Attached please find the minutes for the Board meeting held on December 7, 2004.

The following motion would be in order:

Move, to approve the minutes of December 7, 2004.

Sincerely,

A handwritten signature in cursive script that reads "Cynthia van Zelm". The signature is written in black ink and is positioned above the printed name and title.

Cynthia van Zelm
Executive Director

Attach: (1)

MANSFIELD DOWNTOWN PARTNERSHIP, INC.
BOARD OF DIRECTORS MEETING
Mansfield Community Center
Tuesday, December 7, 2004

MINUTES

Present: Martin Berliner, Tom Callahan, Michael Gergler, Al Hawkins, Janet Jones, Philip Lodewick, Betsy Paterson, Dave Pepin, Caroline Redding, Phil Spak, Betsy Treiber, Frank Vasington, David Woods

Staff: C. van Zelm

1. Call to Order

Philip Lodewick called the meeting to order at 4:05 pm.

2. Opportunity for Public to Comment

Howard Raphaelson referred to a written statement to the Partnership, noting the type of housing that he believes would be attractive to seniors who have the income to support the commercial development in the new development. Some housekeeping services, a nurse on site, and perhaps the availability of one meal a day would be beneficial. A person on site to coordinate home care help would be beneficial as well. Mr. Raphaelson asked that the development team give serious thought to this type of housing.

Scott Lehmann spoke on behalf of himself and secondly on behalf of the Town of Mansfield's Arts Advisory Committee. Mr. Lehmann said he attended the presentation by the development team at the Bishop Center in September and was impressed and excited about the project. His concern is how will small businesses be able to afford the rents in the new development. Mr. Lehmann referred specifically to Storrs Automotive.

Mr. Lehmann said he serves on the Town's Arts Advisory Committee. He wanted to express on behalf of the Committee the interest in creating small (10 by 10 feet) space for artists and craftspeople. Artists need inexpensive places to show and sell their work. These retail spaces would also attract other shoppers to the downtown.

3. Approval of Minutes

Betsy Paterson made a motion to approve the November 8, 2004 minutes. Betsy Treiber seconded the motion. The motion was approved unanimously.

**4. Review and Discussion of DRAFT Municipal Development Plan –
LeylandAlliance Team**

As background, Finance and Administration Committee Chair Tom Callahan referenced the execution of the development agreement between the Partnership and LeylandAlliance. The agreement called for two deliverables. The preliminary Business

Plan was completed in September and now the Draft Municipal Development Plan (MDP) has been received for review by the Partnership before it goes to the State Department of Economic and Community Development (DECD). Mr. Callahan referred to Executive Director Cynthia van Zelm's memo in the Board packet on the schedule for review of the Draft MDP. The MDP will remain in draft form until approved by the Mansfield Town Council. On behalf of the Finance Committee, Mr. Callahan will ask for approval from the Partnership Board of a near final Draft MDP before the document makes its way to DECD, and back to the local level for approval from the Mansfield Planning and Zoning Commission, Windham Region Council of Governments, UConn Board of Trustees, Partnership Board, and ultimately, the Mansfield Town Council.

Mr. Callahan said the Finance Committee met last week with members of the LeylandAlliance team for two and half hours to review the Draft MDP. He went over the key discussion points from that meeting. Members of the LeylandAlliance team were available to answer specific questions.

With respect to the environmental conditions report, Mr. Callahan said there is recognition that this is a redevelopment site and because of the previous development there are areas that will be remediated. Given the context, the issues are relatively minor. It should also be noted that protection has been given to the vernal pool and wetlands on site.

LeylandAlliance relied on the market study conducted by Urban Partners for Looney Ricks Kiss, the Partnership's consultant. Intrawest - The Village People undertook an additional marketing analysis and the Finance Committee asked that this work be included as well as the economic data that Dean Woods and the UConn School of Fine Arts has gathered for its studies.

With respect to parking there was some discussion as to whether 1200 spaces would be enough for the project. LeylandAlliance has hired a parking consultant and they are reanalyzing those numbers. It is anticipated that there will be parking on Storrs Road to create a main street. The Finance Committee expressed interest in more details on how this parking on Storrs Road will affect traffic patterns and congestion. Mr. Callahan referenced a meeting the development team has with the CT Department of Transportation to discuss some of these issues.

The Finance Committee discussed that the relocation plan needed some additional work and that Tom Cody, LeylandAlliance's attorney, was checking into whether the state statute covering relocation assistance applies to this project. Mr. Callahan said that tenants in Storrs Center have been given the contacts at Intrawest -The Village People to talk to them about the process to be considered as a tenant in the new development.

Mr. Callahan referred to the economic analysis piece in the Draft MDP. There is a \$20 million public investment built into the project cost. He indicated there are at least four sources for this funding – a direct congressional appropriation (i.e., for the parking garage), state appropriation (meetings are being set up with State Senator Don Williams, and State Representative Denise Merrill), the state brownfields program that provides loan funds at a low interest rate, and traditional tax increment financing whereby the increase/increment in the value of the property is used for public infrastructure costs.

The design guidelines are continuing to be refined and will play a large part in the consideration of a special design district for the downtown. Mansfield Partnership staff and LeylandAlliance have met with Town Planner Greg Padick and the Town Planning and Zoning Commission about the creation of a special design district.

Mr. Callahan asked for any questions or comments. Mr. Lodewick reiterated that the goal was to get the Draft MDP to DECD before Christmas so he urged the Board to make any comments.

Ms. Paterson asked if the Partnership should be in touch with Congressman Simmons, and Senators Dodd and Lieberman about the project. Mr. Callahan noted that a meeting was being set up with Congressman Simmons and that a meeting with Senators Dodd and Lieberman will be reviewed after the meeting with Congressman Simmons.

Mr. Callahan asked for a motion to authorize the Finance and Administration Committee to work with LeylandAlliance to make the changes discussed and submit the Draft Municipal Development Plan to the State Department of Economic and Community Development later this month. Frank Vasington made the motion, which was seconded by Betsy Treiber. The motion was approved unanimously.

5. Director's Report

Ms. van Zelm said the work on the informational kiosk was continuing with Gary Krewson from the UConn School of Fine Arts constructing the kiosk, which is being designed by Kristin Schwab.

She said that she has spoken to UConn Landscape Architecture Associate Professor John Alexopoulos about two of his students undertaking the landscaping plan for Four Corners as part of an independent study. This will start in the spring semester. The Partnership had previously applied for a Quinebaug-Shetucket Heritage Corridor grant for this landscaping study, which would include new signage.

Ms. van Zelm said she has received over 30 applications for the administrative assistant position and hopes to start interviewing people after Christmas.

Ms. van Zelm said the membership renewal campaign is going well and encouraged all Board members to renew their dues.

6. Report from Committees

Planning and Design

In Planning and Design Committee Chair Steve Bacon's absence, Ms. van Zelm reported that the Committee had met with Lou Marquet and Macon Toledano re: transportation and sustainable design issues.

7. Communications

Ms. van Zelm referred to the letter included in the Board packet re: transportation concerns from the Storrs Heights Hill Improvement Association. She said she had spoken to Karla Fox about hosting a meeting with the Storrs Heights neighborhood.

Kristin Schwab had agreed to host a meeting of the Willowbrook and Dog Lane neighbors. Ms. van Zelm said she was looking for a host of a meeting with the Courtyard Condominium neighbors and asked if people could let her know if they know of a good candidate.

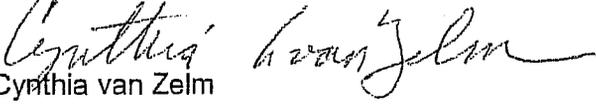
8. Town of Mansfield Flexible Benefits Plan

Martin Berliner said the Town has approved changes to its Flexible Benefits Plan that allows for employees to set-aside money in the plan for over the counter medications. Mr. Berliner made a motion for the Partnership to elect to participate as an affiliate in the amended and restated Town of Mansfield Flexible Benefits Plan and to endorse the resolutions adopted by the Mansfield Town Council necessary to approve the Plan. Betsy Paterson seconded the motion. The motion was approved unanimously.

9. Adjourn

Ms. Treiber made a motion to adjourn the meeting. Tom Callahan seconded. The motion was approved unanimously. The meeting adjourned at 5:00 pm.

Respectfully submitted,


Cynthia van Zelm
Executive Director, Mansfield Downtown Partnership

**EASTERN HIGHLANDS HEALTH DISTRICT
BOARD OF DIRECTORS – REGULAR MEETING
THURSDAY – October 21, 2004
COVENTRY TOWN HALL – BOARD ROOM B**

Meeting was called to order at 4:50pm.

Present were: M Kurland, L Eldredge (alternate seated), J Deavereaux, W Kennedy, M Berliner, J Elsesser

Absent were: B Paterson, R Fields, T Tieperman, C Johnson, J Stille (Alternate)

Staff Present: R Miller, Dr Dardick

A MOTION was made by M Kurland, seconded by J Devereaux, to approve the minutes of the August 18, 2004 meeting. THE MOTION PASSED unanimously.

PUBLIC COMMENTS:

No public attending

OLD BUSINESS

None

NEW BUSINESS

Bioterrorism Grand Award and Contract 2004/2005

A MOTION was made by M Kurland, seconded by M Berliner, to authorize the director of health to execute a grant contract with the Connecticut Department of Public Health for the 2004/2005 contract period for the purpose of Public Health Preparedness and Response for Bioterrorism and to amend the FY04/05 operating budget to reflect a BT grant appropriation of \$82,370. A discussion ensued recognizing that final contract language will be established at a later date. THE MOTION PASSED unanimously.

Cardiovascular Health Grant

A MOTION was made by W Kennedy, seconded by M Kurland, to authorize the Director of Health to sign the Cardiovascular Health Program Grant contract for FY04/05 (DPH Contract Log 2005-219) as presented and amend the operating FY04/05 budget to reflect an allocation of \$30,000 for the purpose of promoting cardiovascular health. A discussion ensued. THE MOTION PASSED unanimously.

Dr Dardick arrives at 5:04pm.

Proposed 2005 Regular Meeting Schedule

The 2005 Board of Directors meeting schedule as presented was accepted by consensus.

TOWN REPORTS

MANSFIELD – The following Mansfield activities were discussed: School water system project, discharge of sodium hydroxide into Mirror Lake, landfill closure close to completion

BOLTON – Nothing to report

P.68

WILLINGTON – Nothing to report

COVENTRY – The following Coventry activities were discussed: school water study being conducted, Phase 3A and B under construction on the sewer project which should be done by spring and phase 4 permitting next month, phase 5 the following year, a new police station is on the ballot for November, STEAP Grant to match funds for sewer connections approved, solid waste transfer station permit approved, new restaurant under construction at the old firehouse, village area renovation architectural plans received, Coventry Lake phosphorous reduction program under review.

TOLLAND – Nothing to report.

ASHFORD – Nothing to report.

DIRECTOR'S REPORT

R Miller discussed flu vaccine shortage. He reported that based on a survey conducted by the Health District, very little vaccine is currently available locally. Monitoring local availability will continue. The Health District will engage in a campaign using media to educate the public on flu prevention.

R Miller discussed West Nile virus bird surveillance. Dr Dardick questioned the need for continued surveillance.

R Miller presented and discussed annual reports.

R Miller presented and discussed end of fiscal year 03/04 operating budget report.

COMMUNICATIONS

Small community water supplies discussed.

DEP's proposed Fat, Oils and Grease general permit discussed.

The meeting adjourned at 6:18pm.

Respectfully submitted,



Robert L. Miller
Secretary

MANSFIELD HISTORIC DISTRICT COMMISSION
MINUTES, BOARD MEETING
December 14, 2004

Members attending: I. Atwood, A. Bacon, G. Bruhn, J. Newmyer

The minutes of the November 9 meeting were approved.

Bruce Clouette, Chair of the Committee on Committees of the Mansfield Town Council has informed us that Anita Bacon and Isabelle Atwood have both been re-appointed to the Commission as regular members. Jack Nardi and Richard Roberts have been reappointed as alternates. He requested suggestions for another alternate. J. Newmyer will submit the following names to him:

1) William Gordon; 2) Bill Briggs; 3) Sandy Lambert.

The next meeting is January 11.

The meeting adjourned at 8:45 p.m.

Respectfully submitted,

Jody Newyer
Clerk

HOUSING AUTHORITY OF THE TOWN OF MANSFIELD
REGULAR MEETING
MINUTES
November 10, 2004
12:30pm

The members of the Housing Authority of the Town of Mansfield met in the regular meeting at 12:30p.m. on Wednesday November 10, 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.

MINUTES

After review and due deliberation a motion was made by Richard Long, seconded by Joan Christison-Lagay to approve of the minutes of the regular meeting of October 21, 2004 Motion passed unanimously.

COMMUNICATION

None

COMMENTS FROM THE PUBLIC

None

REPORT OF THE DIRECTOR

Bills

The Commissioners were presented with a list of bills for October 2004. After review and due deliberation, a motion was made by Richard Long, seconded by Gretchen Hall, 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 Gretchen Hall, seconded by Richard Long, and passed unanimously, and it was voted to approve the Wright's Village, Holinko Estates, and Section 8 Financial Reports for the month of September 2004.

Section 8 Statistical Reports

The Commissioners reviewed the Section 8 Statistical Reports for October 2004. After discussion and due deliberation, a motion was made by Joan Christison-Lagay seconded by Richard Long, and passed unanimously.

Report of the Tenant Representative

None

UNFINISHED BUSINESS

Holinko Estates Environmental Phase II Survey, Part II - Mrs. Forcier informed the Board that Payne Environmental, Inc. had been notified of the delay in testing and that the DECD would accept additional testing within one year of the previous.

NEW BUSINESS

Wrights Village Annual Recertifications – Mrs. Forcier reported the process is underway.

Average Area Rents - Mrs. Forcier reported on the average gross rents allowed on Section 8 program: \$666. for a 1 bedroom, \$844 for a 2 bedroom, \$1029 for a 3 bedroom and \$1308 for a 4 bedroom unit.

Sewage Blockage at Wrights – Mrs. Forcier reported on the costly blockage caused by a tenant flushing paper towels down the toilet.

Conn-Nahro Monthly Meeting – Mrs. Forcier asked if any Board members were interested in attending.

November 10, 2004 Minutes continued

Time and Dates for Regular Meetings 2005 – Joan Christison-Lagay made a motion, seconded by Richard Long, to approve of the third Thursdays in each month at 8:00am.

Election of Officers – Anne Crouse made a motion, seconded by Gretchen Hall, nominating Richard Long for Chairperson. Motion passed unanimously.

Joan Christison-Lagay made a motion, seconded by Richard Long to nominate Anne Crouse for Commissioner, Joan Christison-Lagay for Vice Chairperson, Gretchen Hall for Treasurer and vacant seat for Assistant Treasurer. Motion passed unanimously.

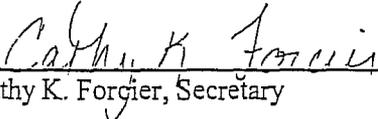
Resolution for Write-offs – Mrs. Forcier presented the Resolution for write-offs. Gretchen Hall made the motion, seconded by Richard Long to approve the writing off the amounts presented. Motion passed unanimously. Resolution as follows:

Resolution

Of The

Housing Authority Of The Town Of Mansfield

Certified a true copy of a resolution duly adopted by the Commissioners of the Housing Authority of the Town of Mansfield, herein called the Housing Authority of the Town of Mansfield, meeting on November 10, 2004. This resolution has not been rescinded or modified in any way.


Cathy K. Forcier, Secretary

11-10-04
November 10, 2004

WHEREAS it is necessary for the HOUSING AUTHORITY of the TOWN of MANSFIELD to write off uncollectible accounts to maintain adequate Financial Statements that accurately reflect the true financial condition of the Authority;

NOW, THEREFORE BE IT RESOLVED THAT the Housing Authority hereby authorized the writing off of the following amounts to the various programs:

MR-119	El-Sayed A.M. Hasaneen	\$ 243.75
WV-127/174	Sundie Johnson	\$ 10.00

The Executive Director is hereby authorized to immediately write off said amounts.

Annual Staff Evaluations – Joan Christison-Lagay made a motion, seconded by Richard Long to approve of the base pay for the Office Assistant position to \$20020.00 or \$11.00 per hour. Motion passed unanimously.

Joan Christison-Lagay made a motion for 4% for everyone. Motion did not receive a second.

Richard Long made a motion, seconded by Gretchen Hall to give every employee a 5% raise. Motion passed unanimously.

Board Position – Joan Christison-Lagay made a motion, seconded by Richard Long, to deem Grace Hunderlach unable to complete her term due to three consecutive unexcused absences. Motion passed unanimously. The Board instructed the Executive Director to thank her for her commitment to the Housing Authority and send her a gift basket. Also, the Executive Director was instructed to send a letter to the Committee on Committees regarding the vacancy and recommending Beryl Griffin for the position.

ADJOURNMENT

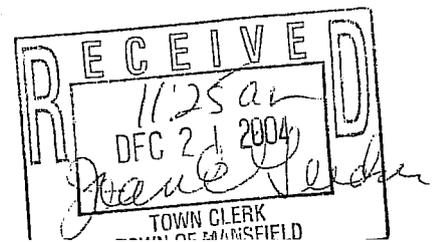
After discussion and due deliberation a motion was made by Richard Long, seconded by Gretchen Hall, and passed unanimously, it was voted to adjourn the meeting at 2:30 P.M.

Respectfully Submitted,

Cathy K. Forcier

APPROVED:

Anne Jordan Crouse



MINUTES

MANSFIELD INLAND WETLAND AGENCY Regular Meeting, Monday, December 6, 2004 Council Chambers, Audrey P. Beck Municipal Building

Members present: R. Favretti (Chairman), A. Barberet, B. Gardner, J. Goodwin, R. Hall, K. Holt (arrived 7:07 p.m.), P. Kochenburger (arrived 7:09 p.m.), G. Zimmer
Members absent: P. Plante
Alternates absent: B. Mutch, B. Pociask, B. Ryan
Staff present: G. Meitzler (Wetlands Agent)

Chairman Favretti called the meeting to order at 7:05 p.m.

Minutes

11/1/04 – Hall MOVED, Zimmer seconded to approve the Minutes as presented; MOTION CARRIED, all in favor except Barberet and Gardner (disqualified).

11/9/04 field trip – Goodwin MOVED, Favretti seconded to approve the Minutes as corrected to note that Gardner was also present. MOTION CARRIED, Goodwin, Favretti, and Gardner in favor, all else disqualified.

11/15/04 – Zimmer MOVED, Hall seconded to approve the Minutes as presented. MOTION CARRIED, all in favor except Barberet (disqualified). Holt noted that she had heard the tapes of the meeting.

Communications: Draft 11/17/04 Conservation Commission Minutes, commenting on W1276 (Ouimette) and W1277 (McCarthy); Wetlands Agent's 11/20/04 Monthly Business memo. Members were told no work has begun on the Neumyer/Dole dock project at Echo Lake.

Old Business

W1276, Ouimette/Thornhill, Warrenville Rd., new house within regulated area – Memos were noted from the Wetlands Agent (12/1/04), Windham Water Works (11/16/04) and Conservation Commission. Holt MOVED, Hall seconded to grant an Inland Wetland License under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield to Dan Ouimette Builders, LLC (file 1276) for construction of a single-family house with appurtenances on a lot of record located at 557 Warrenville Rd., owned by David and Kathleen Thornhill, as shown on a map dated 10/18/04 and as described in other application submissions. This action is based on a finding of no significant impact on the wetlands, and is conditioned upon the following provisions being met:

1. Appropriate erosion and sedimentation controls (as shown on the plans) shall be in place prior to construction, maintained during construction, and removed when disturbed areas are completely stabilized;
2. Silt fence shall be placed at the start of work to define the construction work limits;
3. This approval is valid for a period of five years (until 12/6/09), 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.

W1277, McCarthy, proposed office use within regulated areas, 452 Storrs Rd. – The Wetlands Agent's 12/2/04 memo was noted. Some members voiced concern over possible damage to nearby wetlands; after discussion, Holt MOVED and Gardner seconded that the Inland Wetland Agency schedule a Public Hearing on the proposal from Brian and Kathy McCarthy (file W1277) for construction of two office buildings at 452 Storrs Road, because there may be a significant impact on the nearby wetlands. The Inland Wetland Agency feels that more information is needed and that it would be in the best interest of the Town to call a Public Hearing. Monday, Jan. 3, 2005 shall be the date of the Public Hearing. MOTION PASSED unanimously.

New Business – The Wetlands Agent's 12/2/04 memo presented all of the items discussed below.

W1278, Kielbania, house addition, Browns Rd. – Goodwin MOVED, Holt seconded to receive the application submitted by Bryan Kielbania (file W1278) under Section 5 of the Wetlands and Watercourses Regulations of the

Town of Mansfield for an addition to an existing single-family residence at 408 Browns Road, on property owned by the applicant, as shown on a map dated 6/25/04 and as described in other application submissions, and to refer said application to the staff and Conservation Commission for review and comment. MOTION PASSED unanimously. The Agency agreed by consensus to hold a special meeting for discussion of this application on 12/20/04.

W1279, Frederick, proposed temporary shed, 69 Circle Drive – Goodwin MOVED, Holt seconded to receive the application submitted by Steven Frederick (file W1279) under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for the erection of a temporary membrane structure for RV parking on property owned by the applicant at 69 Circle Drive, as shown on a map dated 11/17/04 and as described in other application submissions, and to refer said application to the staff and Conservation Commission for review and comment. MOTION PASSED unanimously.

W1280, Highland Dev. Assoc., LLC, proposed 13-lot subdivision at Crane Hill/Browns Rds. – Goodwin MOVED and Holt seconded to receive the application submitted by Highland Development Associates, LLC (file W1280) under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for a 13-lot residential subdivision at the westerly side of Crane Hill Rd. and southerly side of Browns Rd., on property owned by the applicant, as shown on a map dated 10/1/04 and as described in other applications submissions, and to refer said application to the staff and Conservation Commission for review and comment, and to set a Public Hearing for 1/18/05.

W1281, Abramson, 214 Wormwood Hill Rd. – Goodwin MOVED, Holt seconded to receive the application submitted by Hal and Carol Abramson (file W1281) under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for the construction of a 22-ft. by 22-ft. one-storey office/studio with heating but without plumbing, on property owned by the applicants at 214 Wormwood Hill Rd., as shown on a map dated Dec. 1, 2004 and as described in other application submissions, and to refer said application to the staff and Conservation Commission for review and comment. MOTION PASSED unanimously.

Field trip – By consensus, a field trip was scheduled for Tuesday, December 14th, at 1 p.m.

Communications and Bills – As listed on the agenda.

The meeting was adjourned at 7:25 p.m.

Respectfully submitted,

Katherine K. Holt, Secretary

MINUTES

MANSFIELD INLAND WETLAND AGENCY Special Meeting, Monday, December 20, 2004 Audrey P. Beck Municipal Building

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

Chairman Favretti called the meeting to order at 7:08 p.m., appointing Alternates Mutch and Pociask to act as voting members.

Old Business

W1278, Kielbania, house addition, 408 Browns Rd. – The Wetlands Agent's 12/15/04 memo was noted, and the site was viewed on a field trip on Dec. 14th. Mr. Meitzler reported that the Conservation Commission had reviewed the application and did not anticipate any significant impact from the project. Holt stated that during the field trip, she had observed a stone wall and fence which should help to protect the wetlands.

Hall MOVED, Mutch seconded to grant an Inland Wetlands License under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield to Bryan Kielbania (file W1278) for an addition to an existing single-family house on property owned by the applicant located at 408 Browns Rd., as shown on a map dated 11/9/04 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 erosion and sedimentation controls (as shown on the plans) shall be in place prior to construction, maintained during construction and removed when disturbed areas are completely stabilized;
2. Any excavated material shall be protected with silt fence if it is to be stockpiled on the site before removal;
3. This approval is valid for a period of five years (until 12/20/09), 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 CARRIED, all in favor except Plante (disqualified).

New Business

W1282, Kohl's Department Stores, Inc., proposed work within 150 feet of wetlands – The Wetlands Agent's 12/16/04 memo was noted. It explains that renovations are proposed at the south end of the East Brook Mall for a Kohl's Dep't. Store. Goodwin MOVED, Holt seconded to receive the application submitted by Kohl's Department Stores, Inc. (file W1282) under Section 4 of the Wetlands and Watercourses Regulations of the Town of Mansfield for demolition of a portion of the existing building, construction of an access drive and grading and utility connections at the East Brook Mall, Rt. 195, on property owned by Mansfield-Eastbrook Development Corp., LLC, as shown on a map dated Dec. 14, 2004 and as described in other application submissions, and to refer said application to the staff and Conservation Commission for review and comment. MOTION PASSED unanimously.

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

Respectfully submitted,

Katherine K. Holt, Secretary

TOWN OF MANSFIELD
OPEN SPACE PRESERVATION COMMITTEE
Minutes of the November 16, 2004 meeting

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

1. **The meeting was called to order at 7:38 P.M.**
2. The minutes of the October 19, 2004 meeting were approved unanimously.
3. The OSPC reviewed an October 20, 2004 letter and map from Prue and Associates representing Robert and Gladys Perfetto who might like to sell the development rights to a portion of their property on North Eagleville Road. The OSPC feels this property was not appropriate with respect to the Town's current open space goals.
4. The OSPC reviewed a referral from the Town Council concerning a proposed conservation easement behind a house at 97 Hunting Lodge Road. Lowery moved and Feathers seconded, that the OSPC recommend that the Town Council accept this easement on behalf of the Town of Mansfield. The motion passed unanimously.
5. The OSPC again reviewed the map titled "Planned Conservation Areas" dated 2004 and prepared for the Town of Mansfield by the Windham Region council of Governments in order to make recommendations to Town Planner Greg Padick for the Town's updating of its Plan of Conservation and Development. Concern was again expressed about the possible extension of certain aspects of one-acre zoning into areas of Mansfield that are currently zoned for two acres and whether this might encourage construction in watershed areas that might not take place under the current zoning regulations.

Two recommendations, with regard to the "Interior Forest Tract" designation were approved unanimously:

1. The map should be corrected to exclude subdivisions with house lots of less than two acres from the Interior Forest Tract designation.
2. The 500 foot setback from collector streets and lesser streets should be removed from the map. It was noted that the automatic application of this setback inappropriately removed a major portion of forestland in Schoolhouse Brook Park from the Interior Forest Tract designation. A justification for this recommendation to remove the setback is that many deep-forest wildlife species (for example fishers) are adapting the existence of nearby roads, traffic and traffic noises. While it is true that select species may be unable to live and reproduce within 500 feet of a highway, there are many more for which it is not such an issue.

The meeting adjourned at 8:40 P.M.

Respectfully submitted

Quentin Kessel
Secretary

MANSFIELD PLANNING & ZONING COMMISSION
Regular Meeting, Monday, December 6, 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 absent: B. Mutch, B. Pociask, B. Ryan
Staff present: C. Hirsch (Zoning Agent), G. Padick (Town Planner)

The meeting was called to order by Chairman Favretti at 7:30 p.m.

Minutes: 11/15/04 – Zimmer MOVED, Holt seconded to approve the Minutes as presented; MOTION CARRIED, all in favor except Barberet and Kochenburger (both disqualified). Holt notes she had heard tapes of the meeting.

Storrs Downtown Update – Items included in members' packets included a 12/2/04 memo from the Town Planner; 12/1/04 letter of transmittal to P. Lodewick (Downtown Partnership Board Chairman) and draft Municipal Development Plan; Minutes of 11/8/04 Partnership Board of Directors meeting and agenda for 12/7/04 meeting, and first draft (12/1/04) of more detailed design guidelines for the project.

Mr. Padick explained that design is still in the early stages. He reiterated that a joint PZC/Town Council meeting is scheduled as a work session for the two groups on 12/13/04, when they will view and discuss further updated plans and standards with the design team. He said it is very important that PZC members feel comfortable with all aspects of the proposed permitting process, since they will ultimately have to set the regulations for the project and revise our zoning regulations accordingly. Members were asked to review the materials they had received to date and pass along any comments to Mr. Padick this week or as soon as possible. During discussion of the 12/1/04 design standards which members now have, Downtown Partnership Director C. van Zelm was queried regarding parking, internal traffic circulation and lack of labeling for building uses. She assured members that these plans were still preliminary, and design would be further along by the 12/13/04 joint meeting. A meeting with the State DOT will also take place soon to discuss parking, traffic and internal traffic concerns for the project.

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

Outside mulch storage, 497 Middle Tpk. – The property-owner has begun eviction proceedings on the owner of the business. The outside mulch storage continues.

Old Business

Proposed self-storage use, 537 Stafford Rd., Mansfield Self-Storage, LLC/Boisvert, file 1222 – Goodwin MOVED, Hall seconded to approve with conditions the special permit application (file 1222) of Mansfield Self-Storage, LLC for new self-storage facilities on property located immediately south of 537 Stafford Rd. in an RAR-40 zone, as submitted to the Commission and shown on an 8-page set of site plans dated 9/2/04 as revised to 11/5/04 as prepared by Meehan and Goodin Engineers-Surveyors, PC, a 4-page set of architectural plans/floor plans dated 9/15/04 and 9/22/04 as prepared by Pelletier Builders, Inc., a 3-page Statement of Use and other applicant submissions, and as presented at Public Hearings on 11/1/04 and 11/15/04. This approval is granted because the application as hereby approved is considered to be in compliance with Article V, Section B, Article IX, Section D.3.b and other provisions of the Zoning Regulations, and is granted with the following conditions:

1. This approval, which authorizes a change from one non-conforming commercial use to another non-conforming commercial use, is specifically tied to the applicant's submissions and Public Hearing testimony and the conditions cited in this motion. Unless modifications are specifically authorized, the proposed uses and site improvements shall be limited to those authorized by this approval. Any questions regarding authorized uses and required site improvements shall be reviewed with the Zoning Agent and, as appropriate, the PZC;
2. This approval is conditioned upon the implementation and continued use of security measures identified in applicant submissions including: perimeter fencing with access-controlled entry gate; customer identification documentation and mandatory sign-ins; the use of security cameras and daily inspection of all outside storage/parking areas and security tapes. As agreed upon at the 11/15/04 Public Hearing, a minimum of 90 days

of security camera taping shall be maintained at all times. Prior to the issuance of a Certificate of Compliance, State Police and Mansfield Emergency Services personnel shall be provided with keys and/or access codes to the entry gate;

3. This approval is conditioned upon the prohibition of:
 - a. onsite storage or use of hazardous materials as defined by appropriate divisions of the CT Dep't. of Environmental Protection;
 - b. onsite parking or storage of contractors' vehicles, trucks or equipment;
 - c. onsite maintenance of motor vehicles, motorcycles, boats and all types of machinery and equipment;
 - d. onsite painting by customers, and
 - e. work or repairs within storage units by customers;
4. Approved hours of normal operation shall be 7 a.m. to 9 p.m., Monday through Saturday, and 9 a.m. to 9 p.m., Sundays and holidays. Additional access rights for specific customers may be authorized by the PZC Chairman, with staff assistance, for a term of up to two years (which may be renewed), provided proposed after-hours access is associated with a governmental agency or private business that requires special access to address emergency situations;
5. Exterior lighting shall be limited to fixtures and locations identified in application materials, including a letter from G. Loda of Lighting Affiliated, Ltd. which specified that 70-watt lamps spaced every 40 feet will be used for exterior building lighting. After normal hours of operation, lighting shall be reduced to the minimum necessary to address security requirements. Lighting for the freestanding identity sign shall be shielded to prevent light spill or glare for traffic on Route 32;
6. All onsite excavation shall be monitored, and if buried debris or hazardous materials are uncovered, the applicant shall immediately notify Mansfield's Zoning and Inland Wetlands Agents. Any debris or hazardous materials shall be removed under the direction of the appropriate municipal or State official;
7. Pursuant to the Inland Wetland Agency's 11/15/04 approval, final plans shall include a metes and bounds description for a proposed conservation easement along the Willimantic River. Prior to the issuance of a Certificate of Compliance, a conservation easement document using the Town's model shall be submitted by the applicant, approved by the PZC Chairman with staff assistance, and filed on the Land Records, and the easterly and southerly perimeter borders of the conservation easement shall be monumented and delineated with the Town's conservation easement markers;
8. Final plans shall be revised to: a) note that an existing tree line south of Coventry Rd. will be retained to help buffer the site, and b) the visitor parking spaces shall be expanded to a minimum width of 10 feet. One of the depicted visitor spaces may be eliminated to address this condition. All parking spaces in paved areas shall be delineated with pavement markings and the required handicap space shall be marked and signed as per current State requirements;
9. The subject project has been approved in two phases, as described in application submissions. All work within each approved phase shall be completed or bonded as per zoning requirements before the issuance of a Certificate of Compliance;
10. No Zoning Permit shall be issued until a permit for the subject driveway has been issued by the State Dep't. of Transportation;
11. During periods of construction, the applicant shall submit to the Zoning Agent bi-weekly erosion and sediment control monitoring reports until disturbed areas are stabilized;
12. Prior to the issuance of a Certificate of Compliance, all existing materials equipment and vehicle storage associated with the adjacent Yankee Oil use shall be relocated to authorized locations on the Yankee Oil site. A plan depicting storage areas on the Yankee Oil site shall be submitted to the Zoning Agent for approval;
13. This approval accepts the applicant's request to waive the services of a landscape architect, as the submitted plans are considered adequate to address landscape approval criteria for the subject project;
14. This permit shall not become valid until the applicant obtains the permit form from the Planning Office and files it on the Land Records.

After discussion, the MOTION CARRIED, with all in favor except Kochenburger (disqualified).

Public Hearing: Bender proposed zone change from Flood Hazard to R-20, corner of Thornbush/Briarcliff Rds. , file 1123-2 – The matter was tabled, since the Public Hearing was rescheduled to the 12/20/04 meeting.

Freedom Green, requests to release Phase III escrow and reduce Phase IV-A escrow requirements, file 636-4 – Recent communications received by the Commission are a 12/3/04 report from project engineer R. Amantea;
P.80

12/6/04 report from G. Meitzler; 12/2/04 report from G. Padick; 12/1/04 letter from D. Poitras, and statement from M. Cassidy, President, Villages of Freedom Green Association, with attached 11/12/04 list of "outstanding developer issues as of 4/04." Developer J. Beaudoin, of Beaudoin Brothers Construction Company, and Escrow Agent D. Poitras, Esq., reported that a week prior to the meeting a site walk had taken place at Freedom Green. Participants were R. Beaudoin, Attorney Poitras, Town Planner G. Padick and Ass't. Town Engineer G. Meitzler.

Phase III - Mr. Poitras summarized the remaining work that has been done and reported that all work covered under the Phase III bonding agreement has been completed. Mr. Padick concurred with Mr. Poitras's evaluation, except that staff recommended holding at least \$10,000 in reserve, in case any icing problems occurred over the winter. Mr. Padick and Mr. Meitzler will re-visit the site in the spring and verify that all work has been satisfactorily completed before recommending release of the remaining escrow funds. After discussion, Holt MOVED, Hall seconded that the Planning and Zoning Commission authorize staff, subject to confirmation that all Phase III water shut-off valves have been lowered to or below ground level and that a drainage outlet has been acceptably reconstructed between Unit 80 and Independence Drive, to notify the Freedom Green Escrow Agent that the remaining Phase III escrow funds may be lowered to \$15,000 and capped at that amount until further action is taken by the Planning and Zoning Commission. MOTION PASSED unanimously.

Phase IV-A - Mr. Padick verified that all items on the Homeowners' Association listing that were under PZC jurisdiction had been checked. Gardner then MOVED, Holt seconded, that the PZC authorize staff to notify the Freedom Green Escrow Agent that the Phase IV-A escrow fund may be reduced to \$40,000 and capped at this amount until further action is taken by the Planning and Zoning Commission. MOTION PASSED unanimously.

Proposed conservation easement on Hunting Lodge Rd. - The Town Planner's 12/3/04 memo was noted. Holt MOVED, Gardner seconded that the PZC authorize its Chairman to communicate support for the proposed easement to the Town Council. MOTION PASSED unanimously.

Proposed Town acceptance of MaxFelix Drive, Maplewoods, Sec. 2 subdivision, file 974-3 - Tabled, awaiting staff reports.

Town Planner Updates

Plan of Conservation & Development update - PZC members received Minutes of the 11/30/04 meeting in their packets. They were asked to continue to review and comment on issues mentioned in the Minutes. Draft text for the update will be provided soon, and members were also asked to refer their questions, concerns and suggestions in this regard to Mr. Padick or Mr. Favretti as soon as possible. In this regard, Mr. Padick noted concerns from the Conservation Commission regarding zoning density and the number of houses on a lot; he stated that this would be considered further, and that the PZC should carefully scrutinize the yield plans submitted with future subdivision applications.

Town/University Relations Committee - Scheduled for Tuesday, Dec. 7, at 4 p.m.; may be rescheduled.

UConn football complex/athletic training facility/tennis courts relocation projects - The State Office of Policy and Management has approved the football/athletic complex project and the tennis courts relocation. Work on the football complex and the tennis courts relocation has begun.

Communications and Bills - As listed on the Agenda. It was noted that the 10/21/04 letter from the CT Civil Liberties Union Foundation (CCLU) points to a potential need to revise some of our regulations regarding political signs. After review by the Town Attorney, the topic may be referred to the Regulatory Review Committee.

At this time, Mrs. Barberet announced her intention to resign from the Commission and Wetlands Agency in order to spend more time with her family. Members regretfully wished her all future happiness.

The meeting was adjourned at 8:45 p.m.

Respectfully submitted,

Katherine K. Holt, Secretary

SPECIAL MEETING-PLANNING AND ZONING, TOWN COUNCIL
DECEMBER 13, 2004

The special meeting between the Planning and Zoning Commission and Town Council began at 6:00 p.m. in the Council Chamber of the Audrey P. Beck Municipal Building. Mayor Paterson opened the meeting and had everyone present identify him or herself. This meeting was for a presentation by the Downtown Partnership plans for the project in the center of Mansfield.

Present: Planning and Zoning: Rudy Favretti, Audrey Barberet, Betty Gardner, Peter Plante, Russ Hall, Kay Holt, Gary Zimmer, JoAnn Goodwin, and alternates Barry Pociask and Bonnie Ryan,
Town Council: Elizabeth Paterson, Mayor, Chris Paulhus, Caroline Redding, Helen Koehn, Gregory Haddad, Alan Hawkins, Bruce Clouette, Alison Blair coming later.
Absent: Carl Schaefer is ill

Others present; Cynthia van Zelm, Director of the Downtown Partnership; Tom Callahan, Steve Bacon, Frank Vasington from the Board and Lee Cole-Chu, Partnership Attorney. Cynthia van Zelm welcomed everyone and initially presented the project. She introduced the presenters.

Presenter from Robinson and Cole: Tom Cody and from Leyland Alliance Steve Maun President, Lou Marquet Vice President; Howard Kaufman, Vice President and General Counsel and Macon Toledano, Vice President.

Geoff Fitzgerald and John Mancini were from BL Companies

Town Manager, Assistant Town Manager, Town Planner, and Town Clerk were also present.

Architectural drawings and preliminary site plans of the proposed project were presented. Many potential issues were discussed including vehicular and pedestrian traffic flow on Rte 195 and nearby roadways. It was emphasized that the plans were evolving and more information will soon be available for review. Both Planning and Zoning members and Council members had questions of the presenters.

Meeting closed at 8:00 p.m.

Elizabeth Paterson, Mayor

Joan E. Gerdson, Town Clerk

MINUTES
MANSFIELD PLANNING AND ZONING COMMISSION

Regular Meeting, Monday, December 20, 2004
Council Chambers, Audrey P. Beck Municipal Building

Members present: R. Favretti (Chairman), B. Gardner, J. Goodwin, R. Hall (arr. 7:23 p.m.), K. Holt, P. Kochenburger, P. Plante, G. Zimmer
Members absent: A. Barberet
Alternates present: B. Mutch, B. Pociask, B. Ryan
Staff present: C. Hirsch (Zoning Agent), G. Padick (Town Planner)

Chairman Favretti called the meeting to order at 7:19 p.m., designating Alternates Mutch and Pociask to act as voting members.

12/6/04 Minutes – Zimmer MOVED, Holt seconded to approve the Minutes as submitted; MOTION CARRIED, all in favor except Plante, Pociask, Mutch and Ryan (disqualified).

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

Mulch storage, 497 Middle Tpk. – There has been no movement of the materials stored outside; a violation notice was sent to the property-owner, who has begun eviction proceedings against the business-owner.

Update on student rental housing – Mr. Hirsch's 12/9/04 memo was noted. He reported that the owner of 101 Hunting Lodge Rd. has paid the fine for a second citation.

(Mr. Hall had arrived at 7:23, so Mr. Pociask was no longer acting.)

Old Business

MaxFelix Dr., Maplewoods, Sec. 2 subdivision, proposed Town Council acceptance, file 974-3 – Mr. Padick updated members on progress to date, saying there are still some issues that need to be resolved before staff are ready to recommend approval.

Downtown project discussion – Members discussed at length issues raised by the joint Town Council/PZC meeting on Dec. 13th, which many PZC members had attended. At tonight's PZC meeting, concerns were expressed regarding issues such as parking and traffic circulation, financing, and the potential permitting process, which would include revisions to our Zoning Regulations. It was generally agreed that while members basically support the project and proposed permitting process, they are not willing to revise the Regulations until they can review much clearer and more specific details.

Public Hearing – Proposed zone change from Flood Hazard to R-20, Bender property at corner of Briarcliff and Thornbush Rds., file 1123-2 – The Public Hearing was called to order at 7:53 p.m. Members and Alternates present were Favretti, Gardner, Goodwin, Hall, Holt, Kochenburger, Mutch, Plante, Pociask, Ryan and Zimmer. The legal notice was read and reports were noted from the Town Planner (12/14/04) and Ass't. Town Engineer (12/16/04). Neighborhood notification receipts were submitted by project engineer M. Dilaj in compliance with the Regulations requirements. He briefly described the owner's proposal to build a house on the property, which had received PZC approval in 1966 (with approval for fill placement granted in 1997), and verified that the proposed house would be located above the 250-ft. elevation established by the Federal Emergency Management Agency (FEMA). Mr. Bender now wishes the property to be rezoned so he can build his house. Mr. Dilaj agreed to provide a more precise description of the proposed zone change lines, using metes and bounds. Public comment was then invited.

Art Kirschenbaum, 42 Briarcliff Rd., pointed out a condition of the 2/3/97 PZC fill approval which required that the applicant's insurance company and FEMA be contacted and that a letter of map revision be obtained from FEMA before requesting rezoning of the western portion of the lot, and asked whether such a letter had been obtained. Mr. Dilaj responded that it has not, and explained the reason for this. Mr. Padick added that staff review and the applicant's engineer have verified that the proposed house location is above the FEMA 250-ft. elevation. He added that the condition Mr. Kirschenbaum mentioned had only *recommended* the applicant obtain

such a letter, and he now feels the Commission could not require it as long as staff feels the zone change request and requirements are fully justified. Noting that present FEMA mapping is at least 20 years old, he said the Town would notify FEMA if the Bender rezoning proposal is approved, and the information would be incorporated into planned updated FEMA mapping for Mansfield. The Public Hearing was closed at 8:10 p.m.. Mr. Hall volunteered to work on a motion.

Town Planner Updates:

Plan of Conservation & Development – Minutes from the Committee's 12/16/04 meeting were distributed; work on mapping and text is still in progress, and the next meeting is 1/5/05. All members are encouraged to attend. Meetings are expected to take place on a weekly or bi-weekly basis until a draft text is completed. The primary recommended amendments to text and mapping are those obtained from a 6/3/04 Public Hearing. Members were asked to read and think about matters discussed in the Minutes of the POCD Committee and to raise any questions or issues as soon as possible. It is hoped that a Public Hearing can be held this coming spring.

Approval of closure plan for UConn landfill – The University has received DEP approval for its closure plan, which includes constructing a parking lot over the former landfill. Representatives of the Town and its consulting firm have attended planning and informational meetings and have been active in monitoring the landfill. Mr. Padick stated that he and other Town staff feel the plan is a good one and the best that can be achieved under the circumstances. It is expected that the plan will be implemented within the next year, and the parking lot may be finished by next summer.

Proposed litter ordinance – A Town Council Public Hearing has been set for Jan. 10th for public comment on the proposed ordinance. Citations would carry a \$100 fine. It is hoped that such an ordinance could be used as a tool to help control litter from student rental housing. The issue of whether PZC/IWA has a legal right to require regularly-scheduled inspections of sensitive areas (such as wetlands) to retrieve or order retrieval of litter was discussed. Mr. Padick suggested that properties with some quantity of litter be brought to staff's attention.

New Business

Proposed revisions to approved envelopes, Lot 26, Chatham Hill, Sec. 2 subdivision, file 1131-2 - Mr. Padick's 12/17/04 memo was noted. Last week, Mr. Hirsch notified the owner of Lot 26 and the developer/engineer, M. Dilaj that the envelopes shown on the plot plan did not correspond to the plans approved by the Commission. A revised site plan showing proposed revisions which would accommodate a proposed septic system, garage and reserve septic system was received late last week, and PZC approval is now sought for those revisions. Staff also noted that a 48" oak tree marked on the plans "to be preserved" with a 35-ft. buffer now appears to be in the middle of the proposed house site. At least two other sizeable trees do not appear as "to be saved" on the revised plans. This, too, is inconsistent with the approved subdivision conditions. Mr. Dilaj noted that there are other trees of considerable size on the lot. He stated that the proposed house and associated buildings are very, very large, and he cannot find any other location for it on the lot. He added that he had tried to preserve trees to the east and south on the lot. Mr. Zimmer felt that placement of the house and garage right next to a proposed footpath is inappropriate and said he felt should be addressed in revised plans; Mr. Dilaj responded that he would consider doing so. Mr. Padick discussed various issues related to acceptance or rejection of this request; he said the Town Attorney may be consulted. Many members made it clear that inadequate justification has so far been offered to convince them to alter approval requirements which were carefully considered and specifically incorporated into the approval motion. It was agreed by consensus that a field trip to the site would be scheduled at the 1/3/05 meeting.

2005-06 PZC Budget – Mr. Padick's 12/17/04 memo was noted. Holt MOVED, Gardner seconded that the Planning and Zoning Commission authorize the Town Planner to submit to the Town Manager a proposed 2005-06 Budget in the amount of \$22,350. MOTION PASSED unanimously.

Modification request for proposed new dance studio use within existing commercial building at 1768 Storrs Rd., file 1223 – Mr. Padick's 12/16/04 memo was noted. Holt MOVED, Hall seconded that the PZC refer the B.T. Partners, LLC modification request regarding property at 1768 Storrs Rd. to the staff for review and comment. MOTION PASSED unanimously.

Chairman's Report - Mr. Padick noted that Mrs. Barberet's resignation from the Planning & Zoning Commission and Inland Wetland Agency has created the need for PZC representation on the Town/University Relations

Committee, as well as the designation of a new Vice-Chairman for the PZC/IWA. Anyone who is interested or has any thoughts on either of these positions should contact Chairman Favretti or Mr. Padick.

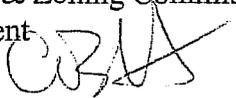
Communications and Bills - As noted on the agenda.

The meeting was adjourned at 8:47 p.m.

Respectfully submitted,

Katherine K. Holt, Secretary

To: Town Council/Planning & Zoning Commission
 From: Curt Hirsch, Zoning Agent
 Date: December 16, 2004



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

Activity	This month	Last month	Same month last year	This fiscal year to date	Last fiscal year to date
Zoning Permits issued	18	17	14	92	93
Certificates of Compliance issued	13	15	19	86	70
Site inspections	44	99	50	73	193
Complaints received from the Public	6	4	2	26	13
Complaints requiring inspection	5	4	2	21	10
Potential/Actual violations found	2	2	2	17	14
Enforcement letters	7	6	11	43	34
Notices to issue ZBA forms	0	0	1	2	12
Notices of Zoning Violations issued	4	5	8	22	18
Zoning Citations issued	0	1	0	6	3

Zoning permits issued this month for single family homes = 4, multi-fm = 0
 2004/05 Fiscal year to date: s-fm = 17, multi-fm = 4

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

Thursday, December 9, 2004

3:30 PM

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

I. MINUTES: The minutes of the November 4, 2004 meeting were accepted as written.

II. NEW BUSINESS:

A. Social Service Advisory Committee

- **Mission & Purpose:** Members reviewed the mission and purpose that were developed by this group last year. In reviewing this, a question was raised about which client group should be the focus of this committee. Are we just focused on the adult segment of the population, and should each of the other advisory committees send a representative to this advisory committee? J. Heald suggested requesting that each group send a representative to the February meeting. M. Hauslaib suggested that K. Grunwald develop a document that identifies global community issues, needs, and focus for this committee. He should then present the vision, needs and initiatives to the committee with priorities, to identify one area of focus for this year. It was also suggested that we need to find a match between a priority issue and available resources/financial or grant support.
- **Composition/Membership:** some members of the committee will be leaving this year, and the question was raised regarding what's involved in recruiting new members. K. Grunwald will submit a formal request to the Committee on Committees to increase the number of members to seven.
- **Functions/Tasks:** no discussion

B. Draft Action Plan for SSAC: plan was reviewed; no agreement regarding how to proceed with this.

C. Other: agency funding requests: process and schedule. K. Grunwald will write a memo to the Council to explain the process and identify what the issues are for agency funding. Applications will be sent out next week and will be due to Social Services on January 14. The committee will meet to review applications on January 20 at 3:30.

III. OLD BUSINESS:

A. Other: none

IV. COMMUNICATIONS/REPORTS:

A. Review of Department activity and other items in packet and discussion with SSD Director:

- Quarterly Report

B. Program updates

- Early Care and Education
- Adult Services
- Senior Services
- Youth Services

C. Other

V. PLANS FOR FUTURE MEETINGS

A. January: Agency Funding Requests

B. Meetings with other Advisory Committees

VI. ADJOURNMENT: meeting adjourned at 4:30

Next Meeting: January 6, 2005; 3:30 PM

TOWN OF MANSFIELD
Solid Waste Advisory Committee
Minutes of the Meeting
December 9, 2004

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

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

The minutes of October 14, 2004 were reviewed and no corrections made.

Gogarten reported that the well-attended November 3, 2004 LEED workshop was very instructive on what constitutes "green" design. Walton stated that she attended UConn's Environmental Policy Advisory Council meeting November 11, 2004 to hear guest speaker Gioia Thompson, Environmental Coordinator of the University of Vermont, talk about what UVM is doing to be a sustainable school. Walton was interested in how the city of Burlington and the University work together. Apparently, they don't. Walton attended a tour of the Dept of Corrections composting facility in Enfield. Like the Mansfield elementary schools, all food waste is collected for composting. The food is ground and mixed with wood chips before placing in a windrow. They mix two or three loads of wood chips to every 55 gallon barrel of food waste. Walton was impressed with the lack of odor, due to the large volume of wood chips and small food particles. Walton shared a letter from former committee member, Don Squires who now resides in Tasmania, regarding Tasmania's recycling program.

Hultgren reported that the landfill is closed and the surface has been seeded with grass. It is anticipated that the survey of the completed landform will be done in-house within the next few weeks.

Hultgren reported that he calculated conservatively the Town savings with the use of the two trash compactors will be about \$3,600 for the year.

Walton stated that the Town Council did adopt the resolution to use LEED standards as a guideline for major Town building projects, unless it can be demonstrated that it is not cost effective over the life of the building. With the next major municipal building project, this policy will be implemented.

The committee reviewed three sample transfer station use reports. The first report showed frequency of use (daily, once a week, every two weeks, monthly, quarterly) from August to mid November. About half of the quarterly users are residents with single-family service. The second report showed the quantity of refuse brought in each visit (shown in dollars). The overwhelming majority spent between \$3 (one bag of trash) to \$12 (4 bags of trash) per visit. The third report showed the quantity of bulky waste brought in each visit. The report showed that the vast majority spent between \$5 to \$20 for bulky waste. However, this data is approximate as there were some missing pieces. Multiple stickers from one household still need to be combined. The

staff at the transfer station are improving their record keeping to reduce the number of transactions without a sticker number. At the next meeting these issues should be worked out plus there will be more reports to analyze.

Hultgren and Walton reported that a draft litter ordinance will be presented to the Town Council at their December 13, 2004 meeting. Although the solid waste regulations do allow for litter enforcement, it is limited. The proposed litter ordinance holds landowners responsible, not just the generator of the litter. Litter enforcement extends to private properties, which can be liened for non-payment of fines.

Walton reported that the parks recycling containers continue to work well in the two areas where they are being piloted - at the Lions Club field and Southeast ball field. Public Works is refining the design and will have at least 12 more containers to place out in the spring.

The next meeting will be held in January or February when the rest of the reports are finished.

The meeting was adjourned at 8:30 pm

Respectfully Submitted,

Virginia Walton
Recycling/Refuse Coordinator

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

A NOTE FROM PATRICIA HOPE,
SENIOR SERVICES COORDINATOR

It always surprises when someone comes into the Senior Center for the first time and tells me that they were totally unaware of the scope of programs that are offered at the Senior Center. We are often confused with the Community Center, or with Mansfield Rehabilitation Center and frequently receive mail for the Housing Authority. Some people think that people live here, others think that we only play Bingo and others are only using and aware of health services, such as the Flu Clinic. When this occurs, it gives me an opportunity to explain our mission and to provide information about the services and resources that are available.

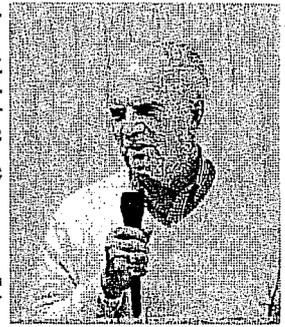
Our current mission statement states: the Mansfield Senior Center is to provide a **dynamic** community focus point of creative activity for Mansfield seniors fifty-five and over to help maintain and improve physical, mental, social and emotional well-being so that life is stimulating, full and enjoyable. With that mission in mind, it is always helpful to step back and reassess how we are doing in achieving our stated goal. Are there programs we should be offering or discontinuing? I welcome feedback as program planning continues throughout the year.

The word dynamic strikes me as an important element in our mission statement. It implies fluidity and is defined as "an underlying cause of change or growth" in the Merriam-Webster dictionary. It means that life is not stagnant and that change is not only expected, but welcomed. Since my arrival, I have heard statements that "the Senior Center is not the same any more...it is not the same since Phil passed away". The Center has indeed undergone changes that could not have been prevented, but I believe it can be an opportunity for growth. Only if members take ownership and responsibility for the Center and invite new members to take part can we consistently bring new life into the Center. I am thankful for the instructors that donate their time on a consistent basis, but there continues to be opportunities for other seniors to take a more active part. If you feel called to become more involved, please feel to give me a call.

Happy New Year. ~ Patty

GREETINGS FROM PRESIDENT JOHN BRUBACHER,
MANSFIELD SENIOR CENTER ASSOCIATION, INC.

The new year is a time for resolutions and then the re-solve to accomplish them or at least to see that the issue needing resolution is on the way to being resolved.



At the December 2004 MSC Executive Board meeting, an important agenda item was "Assisted Living Possibilities in Mansfield".

Marcia Zimmer, Administrator at Juniper Hill Village, attended our meeting and made the following comments about Juniper Hill Village: Currently, Juniper hill has 36 cottages and 64 rooms in the main facility housing 105 seniors. Of those facilities there are 10 that are accessible units and 12 additional rooms will be renovated as assisted living units this coming spring, bringing the figure to 22. To be eligible to live in Juniper Hill, one must be 62 or older and have an income in the mid to upper \$30,000 or less.

Currently, there are some 1200 Mansfield residents that are members of the Mansfield senior center. Increasing numbers of our seniors are moving out of Mansfield into other communities where they can retire and obtain assisted living.

The Town of Mansfield needs to make a Resolution 1) to begin the planning process for an assistive/retirement living facility in Mansfield, 2) to obtain the property for a assisted living facility to meet the needs of the seniors living in Mansfield and 3) to begin construction for an assistive/retirement living facility and 4) to have the resolve to see the retirement/assisted living facility in Mansfield through.

Senior Center Association Breakfast Meeting
Wednesday, January 12 ~ 9 a.m.

Everyone is welcome

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INTENTIONALLY



Town of Coventry

1712 Main Street • Coventry, CT 06238 • Fax (860) 742-8911

RECEIVED

December 13, 2004

DEC 27 2004

Representative Joan A. Lewis
Legislative Office Building- Rm 4002
Hartford, CT 06106

WINDHAM REGION C.O.G.

Dear Representative Lewis:

The Coventry Town Council is opposed to the current proposal of the Probate Court Administrator for the reorganization and future funding of the Probate Court System.

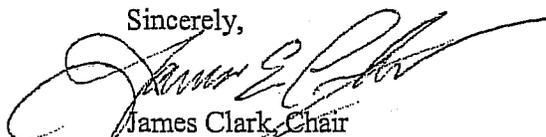
We oppose this plan for the following reasons:

1. It is another immediate unfunded mandate imposed upon the towns which must be funded by: a) further increases in property taxes; or
b) cuts to already underfunded town services and infrastructure maintenance.
2. Under the current system, the Coventry/Mansfield Court functions efficiently and is paying its expenses by turning \$30,000 per year back to the court system.. This cost is currently borne by those who use the court and not by every citizen.
3. The proposal would take important matters into large city probate courts which are already overburdened, as noted in the report. That would remove the involvement of local probate court judges in local cases. It is important in small communities to have personnel handling personal problems who know, understand, and care about the local people.
4. The problem of funding additional state courts should not fall to the probate court system but rather to a responsible and thoughtful legislative solution.
5. The report notes that there are varying degrees of training and backgrounds among current probate judges. The legislature should grandfather current judges, unless they have been determined not to be competent, and then establish the qualifications required by future judges in order to be able to run for election to these positions.
6. Health Insurance should be funded for judges and retirees in the same manner the State of Connecticut funds other in the state health insurance system.
7. The Probate Court Administrator **should not** be granted financial powers that remove all financial authority from the locality. Local towns **should not** be forced to comply with the current proposal. Funds should be available through an adequately funded Probate Court Trust Fund to provide equal probate services in each court.

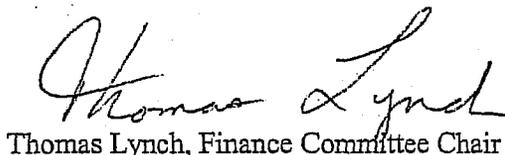
Probate Court Funding
December 13, 2004

8. We urge the legislature to revisit the elimination of the succession tax. This tax provided the funding for the court system. It is a wealth tax. Thus, it does not distribute the cost burden of probate work to low income local citizens. A halt should be called during this legislative session to the phase out of this tax. Then a thorough legislative review of this prior legislative action can be put in place.
9. In order to balance the state budget the legislature has exacerbated the Probate Court System funding by removing \$15,000,000 over two prior legislative sessions. In effect, this action amounts to stealing from local communities because property taxes must be raised, rather than the legislature taking responsible tax actions to provide income for the state.
10. This is another example of a funding proposal that will fall unfairly on non-shoreline small towns and communities in Eastern Connecticut. It relieves wealthy people of paying a wealth tax and shifts the burden to all regardless of ability to pay and regardless of whether they will ever have sufficient wealth to require payment of the succession tax.
11. Transportation issues for poor people in Eastern Connecticut are real. If contested matters were to go to Manchester or New London, low income people without transportation will be further burdened by difficulty in accessing the courts.

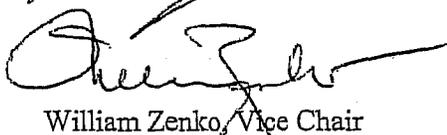
Sincerely,



James Clark, Chair



Thomas Lynch, Finance Committee Chair



William Zenko, Vice Chair



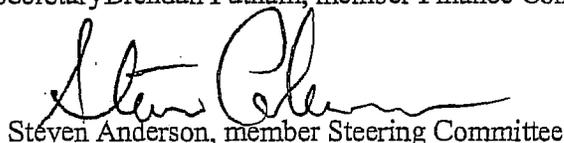
Barbara Riordan, Steering Committee Chair



Charlotte C. Kennedy, Secretary



Brendan Putnam, member Finance Committee



Steven Anderson, member Steering Committee

C: Claire Twerdy, Probate Judge, Coventry/Mansfield Court
Betsy Pattersen, Mayor, Town of Mansfield



creating healthy communities

www.unitedservicesct.org

December 20, 2004

REC'D 12 23 2004

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

Dear Mr. Berliner:

United Services, Inc. is pleased to forward our Annual Report which highlights services that were provided to our communities during Fiscal Year 2004. In the fall of 2001 our agency adopted a new vision statement that guides the work of our staff and Board of Directors: "Creating Healthy Communities."

Furthering our mission, the Domestic Violence Program has been involved in outreach to the community under a federal grant targeted to rural areas. The Program recently applied for and received an additional federal grant, Safe and Bright Futures for Children, to address the needs of youth and adolescents who have witnessed domestic violence. As we move forward, we hope you will join with us in planning a coordinated community-wide response to this issue.

Child abuse rates are climbing and calls to our emergency services have increased. This is due to a lack of treatment options for residents caused by low state funding and low reimbursement rates for private clinicians as well as United Services.

2004 marked our 40th anniversary as the Community Behavioral Health Center for northeastern Connecticut. In late September we celebrated our 40 years of achievements and partnerships.

Included in this mailing is an outline of overall services to your community, Mansfield. We have also highlighted select services used by the residents of Mansfield.

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

Sincerely,

Diane L. Manning
President/CEO

DLM/lpg
enclosures

United Services Programs

Clinical Services

Addiction Recovery Services	319 Adults
Adult Outpatient Services	1,317 Adults
Child Guidance Clinic	758 Children
Emergency/Crisis Services	1,475 Adults & Children
Employee Assistance Program	
Employees Covered	5,886 Employees
Management Consultations	
/Trainings	1,189 Adults
Psychiatric Services	1,331 Adults & Children

Continuing Care Services

Assertive Community Treatment (ACT) Team	58 Adults
Case Management	342 Adults
Family Focused Addiction Services	18 Families
Domestic Violence Program	256 Women & Children
Transitional Living Services	41 Women & Children
Family Violence Outreach	54 Families
Residential Support Services	215 Adults
Social Rehabilitation Services	287 Adults
Work Services	234 Adults



UNITED SERVICES, INC.

creating healthy communities

Prevention & Community Intervention Services

Communities Raising Children	42 Youth
Community Life Skills Program	9 Youth
Community Housing Assistance	5 Youth
Early Childhood Consultation	241 Children
Family Violence Education	216 Adults
Intensive Family Preservation/ Reunification	127 Families
Juvenile Justice Center	50 Adolescents
Parenting Services	
Parent Aide, PETALOS	343 Families
School to Employment	14 Students
Teen Pregnancy Prevention	55 Adolescents
Wayside Adolescents in Crisis	36 Youth
Youth Clubs	
Killingly, Plainfield, Putnam & Willimantic	116 Students

Total Units of Service Delivered 173,014

Mission Statement—United Services provides an effective response to the youth, family and adult social and behavioral health needs in its community.

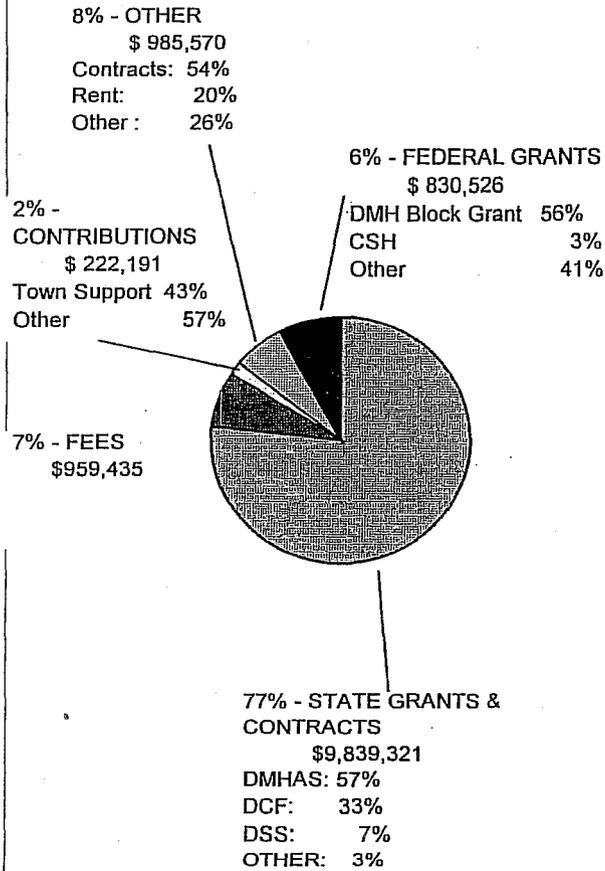


UNITED SERVICES, INC.

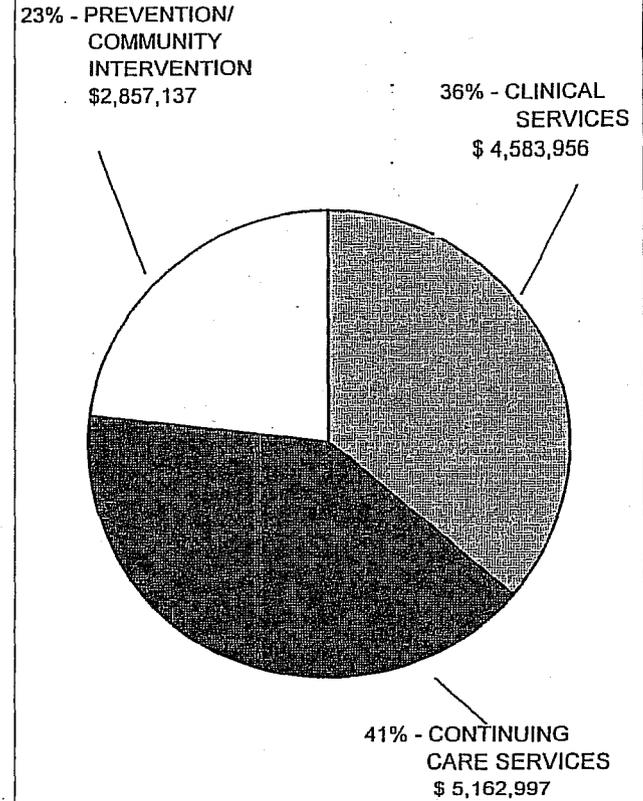
creating healthy communities

www.unitedservicesct.org

Fiscal Year 2004 Program Revenue Total Revenues \$12,837,044

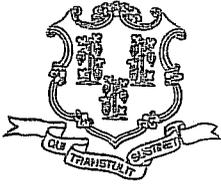


Fiscal Year 2004 Program Expenditures Total Expenditures \$12,604,091



TOWN OF MANSFIELD
SERVICES PROVIDED TO TOWN RESIDENTS
 July 1, 2003 to June 30, 2004

HIGHLIGHTED SERVICES	UNDUPLICATED RESIDENTS SERVED
<i>Case Management</i> - services and support for optimal functioning in the community with specialization in working with the elderly, parents of minor children, and the homeless.	25
<i>Emergency Psychiatric Services</i> – emergency response and crisis intervention for mental health and substance abuse problems for all ages.	122
<i>Adult Outpatient Services & Addiction Recovery Services</i> – outpatient treatment for adults, including special services for the elderly and seriously mentally ill populations, and home-based treatment. Treatment, counseling and case management for persons addicted to alcohol or drugs, gambling and other problem behaviors.	48
<i>Employee Assistance Program</i> – counseling and referral services for employees; employers have access to management/supervisory consultations and trainings.	16
<i>Child Guidance Center</i> – treatment for children and parents, including victims of abuse. Community education and prevention services.	22
<i>Psychiatric Services</i> – medical services for adults, adolescents and children, visits including specialized medication evaluations and monitoring, consultation and therapy.	66



STATE OF CONNECTICUT
DEPARTMENT OF TRANSPORTATION
DISTRICT I

1107 Cromwell Avenue
Rocky Hill, Connecticut 06067

Phone: December 7, 2004



Item #15

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

Dear: Mr. Berliner

Subject: 2005 Construction Season
Tentative Vendor-In-Place
Paving Program

This letter is to advise you of the Department's road resurfacing program scheduled for your community during the 2005-construction season.

The enclosed list highlights the section(s) of state highway(s) selected for resurfacing in your community. In some cases, a situation may develop causing adjustments to the selected projects.

Prior to, during and after the paving project, there may be a need to make adjustments to the drainage facilities, curbing, signing, guide railing, pavement markings, and any other items which promote safe traveling conditions.

As previously stated, this is a tentative program and is dependent upon funding approval.

It is requested that you provide copies of this notification letter to the various departments within your administration, which may be affected by this work, particularly Public Works, Engineering, Sewer, Police (Traffic Coordinators) and others as may be applicable. If you have any questions or concerns, please contact Colleen A. Kissane, Transportation Supervising Maintenance Planner, at (860) 258-4516.

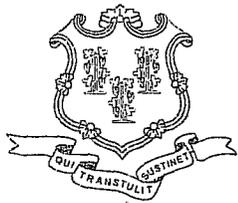
Very truly yours,

Ronald P. Cormier
Transportation Maintenance Director
Bureau of Engineering and
Highway Operations

Enclosure

2005 TENTATIVE VENDOR-IN-PLACE RESURFACING SCHEDULE
TOWN OF MANSFIELD/WILLINGTON

<u>ROUTE</u>	<u>TERMINI</u>	<u>LENGTH</u>
320	Rte. 195 to Rte. 74	3.39



STATE OF CONNECTICUT
DEPARTMENT OF ENVIRONMENTAL PROTECTION



December 16, 2004

Item #16

Elizabeth C. Paterson, Mayor
Town of Mansfield
Four So. Eagleville Rd.
Storrs, CT, 06268

REC'D DEC 21 2004

Subject: CGS Section 22a-6h Notice
University of Connecticut
IW-2003-112, WQC-200302988
Mansfield

Dear Mayor Paterson:

Section 22a-6h of the Connecticut General Statutes (CGS) requires the Commissioner of the Department of Environmental Protection (DEP), prior to approving or denying certain permit applications, to publish or cause to be published notice of his tentative determination regarding such applications. This Section also requires that "The Commissioner shall further give notice of such determination to the chief elected official of the municipality in which the regulated activity is proposed."

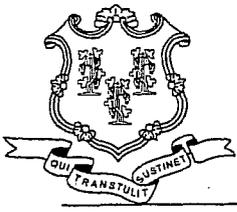
In accordance with this requirement, we are providing to you a copy of the tentative determination notice regarding the above-referenced application. If you have any questions, please feel free to contact Cheryl Chase of the Inland Water Resources Division at (860) 424-3860.

Sincerely,

A handwritten signature in cursive script, appearing to read "Denise Ruzicka".

Denise Ruzicka
Acting Director
Inland Water Resources Division

STATE OF CONNECTICUT
DEPARTMENT OF ENVIRONMENTAL PROTECTION



NOTICE OF TENTATIVE DETERMINATION
AND OPPORTUNITY TO COMMENT

INLAND WETLANDS AND WATERCOURSES - IW-2003-112
SECTION 401 WATER QUALITY CERTIFICATION - WQC-200302988
Town: Mansfield

The Department of Environmental Protection hereby gives notice it has made a tentative determination to approve an application submitted by the University of Connecticut (the "applicant") under section 22a-39 of the Connecticut General Statutes for a permit to conduct a regulated activity in an inland wetland or watercourse and pursuant to Section 401(a)(1) of the Federal Clean Water Act for certification of a discharge of a material(s) into the waters of the State. The name and address of the permit applicant are: The University of Connecticut, 31 LeDoyt Road, Unit 3055, Storrs, CT 06269-3055, Attn: Richard A. Miller, Esq., Director, Office of Environmental Policy.

Specifically, the applicant proposes to close and remediate the existing landfill on the University of Connecticut Storrs campus. The proposed landfill closure will affect approximately 1.28 acres of inland wetlands or watercourses and will take place approximately 2300 feet northwest of Hunting Lodge Road and North Eagleville Road. A 1.28 acre wetlands creation site will be constructed at the site. Interested persons may obtain copies of the application from the applicant at the above address, telephone number (860) 486-8741.

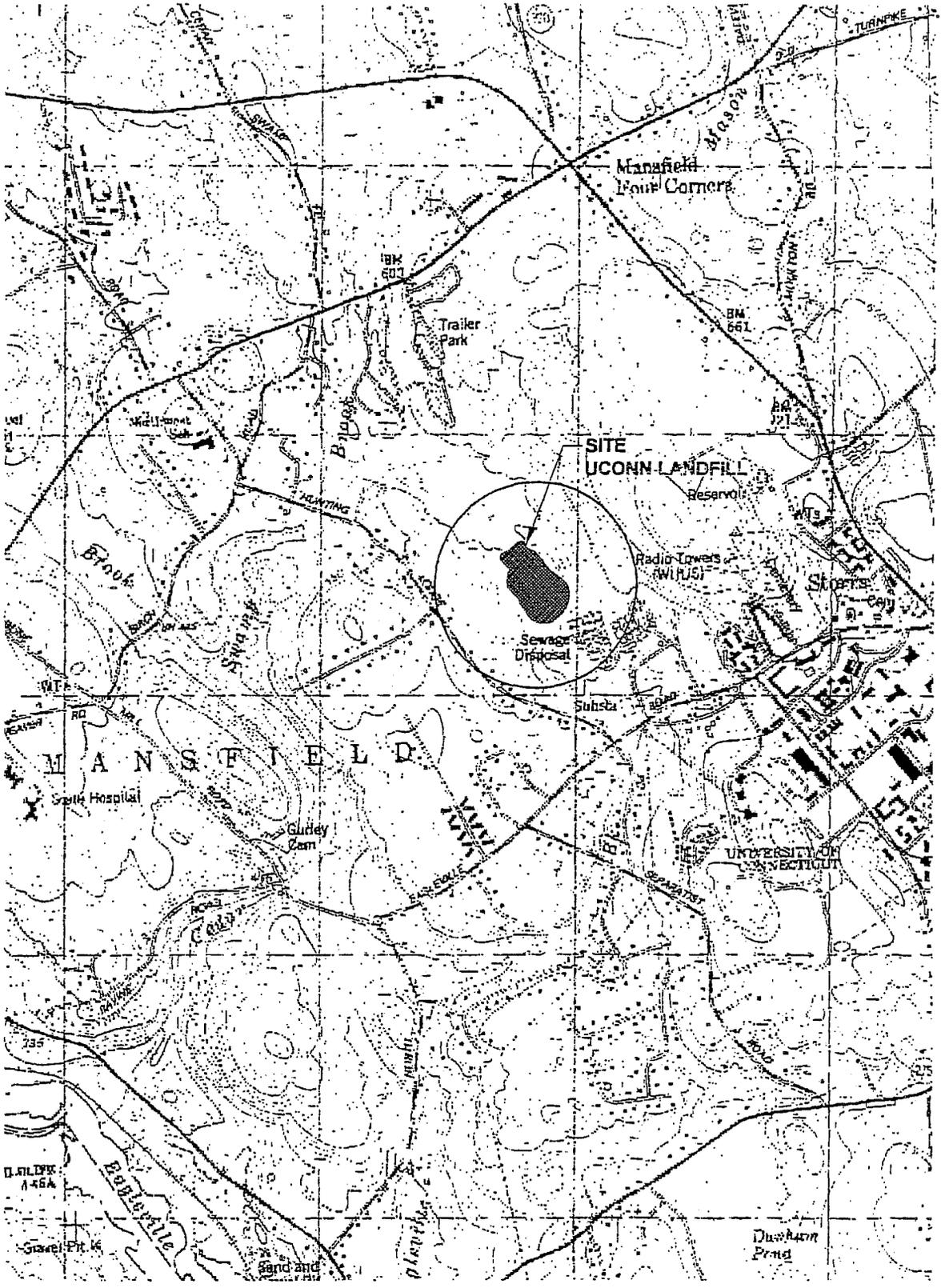
The application has been evaluated for compliance with the applicable provisions of sections 301, 302, 303, 306 and 307 of the Act and the Water Quality Standards and Criteria of the State of Connecticut adopted pursuant to Section 22a-426 of the Connecticut General Statutes.

Pursuant to the provisions of section 22a-39(k) a hearing will be held on application IW-2003-112. Notice of the hearing, when scheduled, will be published in this newspaper.

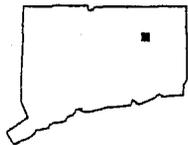
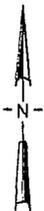
All interested parties are invited to comment on the tentative determination concerning the application. Comments should be directed to Cheryl Chase, Bureau of Water Management/Inland Water Resources Division, 79 Elm Street, Hartford, CT 06106-5127. The application and a copy of the draft proposed permit are available for inspection at the office of the Inland Water Resources Division at the above address from 8:30 AM to 4:30 PM Monday through Friday. Questions may be directed to Cheryl Chase of the Inland Water Resources Division at (860) 424-3019. Written comments on both applications must be submitted to the Department no later than January 17, 2005.

Date: December 16, 2004


Denise Ruzicka, Acting Director
Inland Water Resources Division



SITE COORDINATES: 41°48'42"N 72°15'54"W



U.S.G.S. QUADRANGLE: COVENTRY, CT. DATED 1 JULY 1988



UNDERGROUND
 P.103 SURVEYING &
 ENVIRONMENTAL
 SOLUTIONS

CTDEP PERMIT APPLICATION
 UNIVERSITY OF CONNECTICUT
 STORRS, CONNECTICUT 06269

VICINITY MAP

APPROXIMATE SCALE: 1:24,000

AUGUST 2003

29937-400 A01

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STATE OF CONNECTICUT
CONNECTICUT STATE LIBRARY

231 Capitol Avenue • Hartford, Connecticut 06106-1537



Item #17

December 8, 2004

Town Clerk Joan Gerdsen
4 So. Eagleville Rd.
Storrs, CT 06268

REC'D DEC - 9 2004

Re: Historic Document Preservation Grant No. 078-PD-05, Cycle #2

Dear Town Clerk:

The State Library is pleased to inform you that you have been awarded a historic document preservation grant in the amount of \$7,000.00. The State Library is obligated only for the amount of funds requested and approved in the application. The town is responsible for any project expenses above and beyond that amount.

Enclosed is a copy of your grant application, which includes the contract terms, and your final report forms. Please note that the closing date for the grant is June 30, 2005. All monies not expended by that date must be returned to the State Library. Therefore, it is important that the contract with your vendor includes a guarantee that the work will be completed by this date. The Project Evaluation/Expenditure Report and any other required documentation such as a copy of a preservation survey or records management survey are due at the State Library by September 1, 2005. Failure to submit the completed form by September 1st may result in termination of the grant and the requirement that the town return the full grant amount as well as loss of eligibility for next year's grant. Grantees must notify this office immediately if difficulties arise that could impact the timely completion of the report because there is no statutory provision for extension of the filing deadline. ***I strongly encourage you to submit this report as soon as your project is completed.***

The State Library will make every effort to mail your check or transfer the funds within thirty days of this letter. If you have any questions, please contact LeAnn Johnson at (860) 566-1100 ext 301.

Congratulations and good luck with your project.

Sincerely,

Eunice G. DiBella
Public Records Administrator

cc: Town Manager Martin H. Berliner

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