



**TOWN OF MANSFIELD**  
**TOWN COUNCIL MEETING**  
**MONDAY, April 11, 2005**  
**COUNCIL CHAMBERS**  
**AUDREY P. BECK MUNICIPAL BUILDING**  
**7:30 p.m.**

**AGENDA**

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<b>CALL TO ORDER</b>	
<b>ROLL CALL</b>	
<b>APPROVAL OF MINUTES .....</b>	<b>1</b>
<b>MOMENT OF SILENCE</b>	
<b>OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL</b>	
<b>PUBLIC HEARING</b>	
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<b>OLD BUSINESS</b>	
3. <b>An Ordinance Establishing a Division of Fire and Emergency Services (Item #9, 03-28-05 Agenda) .....</b>	<b>47</b>
4. <b>Issues Regarding the UConn Landfill, Including the UConn Consent Order, Public Participation Relative to the Consent Order and Well Testing (Item #2, 01-10-05 Agenda) .....</b>	<b>51</b>
5. <b>Appointment of Auditor to Conduct Annual Financial Audit for Fiscal year 2004/05 (Item #6, 03-14-05 Agenda).....</b>	<b>67</b>
6. <b>Clean Energy (Item #5, 03-28-05 Agenda).....</b>	<b>71</b>
7. <b>Sustainability (Item #3, 12-20-04 Agenda) .....</b>	<b>79</b>
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9. <b>University Spring Weekend and Campus/Community Relations (Item #3, 03-28-05 Agenda) (no attachment)</b>	
<b>NEW BUSINESS</b>	
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11. <b>An Act Concerning a Property Tax Exemption for Certain Farm Buildings .....</b>	<b>91</b>
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EXECUTIVE SESSION	

SPECIAL MEETING-MANSFIELD TOWN COUNCIL-MARCH 28, 2005

Mayor Elizabeth Paterson called the special meeting to order at the Council Chamber of the Audrey P. Beck Municipal Building at 6:30 p.m.

I. ROLL CALL

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

II. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

No comments

III. NEW BUSINESS

1. Distribution of FY 2005/2006 Proposed Budget

Town Manager, Martin H. Berliner, and Director of Finance, Jeffrey H. Smith, presented the Council with the 2005/06-budget book.

Mr. Berliner explained the budget message. At present there is a 5.41% increase, which equates to about a 1.67% increase in the mill rate.

Council member requested a few scenarios of the taxes of homes and with the increment in the assessment, how much would the actual taxes go up per house?

The revenue budget as presented reflects the Governor's proposed budget, but does not mention the conveyance tax for towns. The amount now budgeted is using the percentage at present. This percentage is scheduled to sunset on June 30, 2005. Hopefully legislators will continue this amount, but if not the budget will lose approximately \$144,000.

With revaluation the grand list has increased by 47 percent this year. Because Mansfield is the home of the University of Connecticut the town is greatly dependent upon state grants to fund the operating budgets.

2. Issues and Options (pp 7-18)

Pg. 7 Fund Balance

Pg 8 Contributions to Area Agencies

Council member asked how the Social Services committees rate the agencies in their requests.

Question on the vets, how many vets use the services and what is the use?

#### Pg.9 Staffing Changes

The Town Manager included additional Library staffing so that Thursday evening hours could be reopened.

Also, part-time police officers, seasonal public works, maintenance personnel, and with the creation of the town's emergency services operations and management improvement project, a fire chief.

#### Pg. 10 Annual report

Although this is a popular item, the staff believes this report could be placed on the town's website and then produce a limited number of copies to be given out in the Town Hall.

#### Pg. 11-13

Discussion of Debt service fund, debt service subsidy, and new debt. The media centers of all the elementary schools need to be updated, consequently there will be a need for a building committee.

The discussion of setting up committees of building media centers will be a future agenda item.

At 7:30 p.m. the Council adjourned from the Special Meeting, discussing budget, and convened the regular meeting of the Council.

At 9:30 p.m. the Special meeting continued.

### 3. General Government (59-61)

Pg. 59 is the General Government overview.

#### Pg.60-61 Legislative 11100

Town Council

Mayor announced that on Sept. 25<sup>th</sup> there would be a "Festival on the Green"

Town Manager would like to have a Mansfield Weekend, and have fireworks and music at the Hollow.

#### 62-63 Municipal Management

64-65 Human Resources

Under the direction of the Assistant Town Manager, departments recruit and train employees.

66-67 Town Attorney

68-69 Probate Court

70-71 Registrars

72-73 Town Clerk

74-75 General elections

77 General Government

78-79 Finance Administration

80-81 Accounting and Disbursements

82-83 Revenue Collection

This June the Revenue Collector will be retiring.

84-85 Property Assessment

86-87 Central Copying

88-89 Central Supplies

90-91 Information Technology

4. Operating Transfers out

Pg. 167 Other Financing Uses

This program represents the General Fund contribution to other Town funds and other operating Special Revenue Funds

Question on the Summer Challenge-how many kids, how long has program been presented?

5. Capital Projects (pp. 169-185)

Pg. 169-171 Description of the proposed program for FY 2005/06 to 2009/10

Pg. 173 Summary

Pg 174-175 Budget Financing Plan

Pg.176-181 Description of each project and costs.

Pg. 183-185 Proposed 5 year capital improvements program

6. CNR (pp. 187-188)

Pg. 87-188 CNR

This fund was created pursuant to Connecticut State Law to establish a reserve fund for future capital and nonrecurring expenditures. This is primarily the Pequot/Mohegan grant, plus ambulance user fees, interest income and an appropriation of fund balance.

IV. ADJOURNMENT

Mr. Schaefer moved and Mr. Hawkins seconded to adjourn the meeting at 10:17 p.m.

So passed unanimously.

Elizabeth Paterson, Mayor

Joan E. Gerdson, Town Clerk

REGULAR MEETING-MANSFIELD TOWN CLERK-MARCH 28, 2005

The regular meeting of the Mansfield Town Council was called to order by Mayor Elizabeth Paterson at 7:33 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 and Schaefer

II. APPROVAL OF MINUTES

Mr. Clouette moved and Mr. Hawkins seconded to approve the minutes from March 14, 2005.

Motion so passed. Mayor Paterson abstained.

III. MOMENT OF SILENCE

Mayor Paterson requested a moment of silence to remember all those persons serving in uniform abroad and for the victims of the Tsunami wave.

IV. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

Scott Glennon, from the White Oak Association, requested that the Town consider a small cities grant to the Association for a community septic system. There are 64 –2 bedroom condos. Most of the occupants are low to moderate income housing persons.

Irene Schein, owner of the Storrs Automatic Shop, expressed concerns of the plans for Mansfield Downtown Partnership. There is no space for her business in the plan and she wants to know where her business will be located. She is not opposed to development but she does want to support a relocation plan in which her business is located.

Howard Raphaelson, 119 Timber Drive, has lived in Mansfield 41 years and urges the Council to place a high priority on the values and characteristics which Mansfield has had and please do not look just at the bottom line of the budget. He urged that the town be preserved as it is now. The services of town government and the fine education system are all important to the town.

V. PUBLIC HEARING

1. Application to Department of Economic and Community Development for Small Cities Program Funds

Larry Wagner of Wagner and Associates, the town's consultant for the small cities grant program, spoke about the program, He urged that the hearing remain open until April 6, 2005.

Mr. Schaefer moved and Mr. Paulhus seconded to hold open the hearing until Wednesday, April 6, 2005.

At 8:00 p.m. the hearing was over.

Mr. Haddad moved and Mr. Paulhus seconded to move item #4 up on the agenda since the Board of Education and Superintendent were present.

So passed unanimously.

4. Mansfield Board of Education legal fees under New Business

Present to represent the Board were Superintendent Gordon Schimmel, Chairman of the Board Bill Simpson and two members of the board, April Holinko and Mary Feathers.

Chairman Simpson handed out a memo on the legal fees, a reprint from Common Good "Over Ruled: The Burden of law on America's public school and a chart of the Shipman and Goodwin legal bills from 2000-2004 for each bargaining unit.

Supt. Schimmel said that all the legal fees were not just from bargaining units but also other issues such as board policies, student discipline, special education, residency and other "general" matters.

Mary Feathers, a Board member and Chairman of the Personnel committee said that MEUI was on the verge of settling their contract. Hopefully the Board budget contains enough money to cover the results of these negotiations.

The Superintendent did acknowledge that this year's legal fee line was overspent but that this amount may be reallocated from other lines. There is not just one lawyer to do the Board's business, but many with diverse specialties.

## MEMORANDUM

TO: The Mansfield Board of Education

FROM: Dr. Gordon Schimmel, Superintendent of Schools

DATE: February 17, 2005

RE: Legal Fees

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As you know, much has been said and written about the district's legal expenses during the past several weeks. I think it is important that the Board have accurate, complete information regarding our legal expenses in order to properly consider the issue. To that end, I have attached a series of documents regarding our legal expenses during the past several years. As you review this information, I ask that you consider several points:

- As with all school districts, it is frequently necessary to call upon counsel to help us in addressing a wide variety of issues. As federal and state mandates have multiplied over the past several years, the number and types of issues requiring the assistance of legal counsel have increased significantly. Based on some of the comments that have been made about our legal expenses, one might believe that all or substantially all of our expenses relate to contract negotiations. Quite simply, this is not the case, as I will describe below:
- While there is no question that contract negotiations account for a significant portion of our legal expenses, those negotiations by no means represent all of our legal expenses. As you can see from the document labeled as Exhibit A (found in the "Yearly Summary" tab) in the attached information, a large portion of our legal expenses (as much as 45% in one year) has resulted from legal work in the areas of board policies, student discipline, special education, residency and other "general" matters.

Further, even within each of the billing categories for our various bargaining units, the legal fees represent not only the use of counsel for contract negotiations for the years in which we negotiated, but the advice and assistance of counsel on a host of other personnel matters. These matters include such issues as employee discipline, employee benefit issues, family and medical leave and related leave issues and other personnel matters regarding bargaining unit employees.

- Much has been said about our legal expenses in negotiating the collective bargaining agreement with MEUI, covering our custodial, maintenance and food service employees. There is no question that in 2004, these negotiations have been protracted, and we now find ourselves in arbitration over that contract. While I will not go into detail here about the issues in these negotiations, I can say with complete confidence that the members of our district's negotiating committee (including our counsel, Richard Mills, who has represented us in our negotiations with MEUI and with our teachers and administrators for many years; the Director of Food Services, Beth Gankofskie; the former Maintenance Director, Jim Gaudreau; Allan Corson, the Assistant Maintenance Director; and me) have tried sincerely and in good faith to reach a contract settlement. Regrettably, we have not been able to reach a settlement with MEUI, and we will therefore be proceeding to an "interest arbitration" hearing for the first time ever in the district.
- To put the legal fees for our negotiations with MEUI in context, the document identified as Exhibit B (the "Custodians" tab) in the attached information reflects the legal expenses we have incurred in connection with the MEUI bargaining unit during the past five years. Within that time period, we negotiated the MEUI contract in 2001 and 2004. As you will note, in non-negotiations years, the legal fees related to that bargaining unit were in the \$2,500 to \$6,200 range. In 2001, our total legal fees for the MEUI bargaining unit (for negotiations and all other matters) were less than \$16,000. In 2004, we again entered negotiations with MEUI, and our legal fees attributable to that bargaining unit more than doubled, to over \$32,258. That dramatic increase in our legal fees was due in large part to the protracted nature of the negotiations.
- Exhibit C (found in the "Negotiations" tab) reflects the total legal fees attributable to each of the teachers', administrators' and MEUI bargaining units during the period 2000-2004, for those years in which we negotiated contracts with those bargaining units. As you can see, with the exception of the legal fees attributable to the MEUI bargaining unit in 2004, the total annual fees attributable to legal work for any given bargaining unit, including the costs for contract negotiations, ranged from \$6,065 to \$20,343. However, in 2004, our legal fees for the MEUI bargaining unit exceeded \$32,000. Again, the substantial increase in our legal fees was due in large part to the protracted nature of our negotiations with MEUI

As I said at the outset, I think it is important to share this factual information with you, so that you have a complete, accurate picture of our district's legal expenses. I also think it is important that you know that I believe our legal expenses represent a prudent use of the district's funds. Given the complexity of the issues we deal with in running the district there are times we need the assistance of counsel. We do not call upon counsel at the drop of a hat, but rather engage counsel when we believe there is a real need to do so. When it comes to negotiations, I

think it is critical that we have counsel involved, and our track record in negotiations bears that out.

Through the years, with the assistance of our counsel, we have been generally very successful in negotiating sound, reasonably affordable contracts that are respectful to and acceptable by the employees involved. Most recently, our counsel helped us in negotiating changes in health insurance benefits that will produce considerable cost savings, now declared by the Town Manager's office as a standard for subsequent contracts in the town. Finally, in other areas outside negotiations, our counsel has worked with us to avoid costly litigation and other disputes; while it may be tempting to look only at the expense side of our engagement of counsel, we cannot lose sight of the substantial benefit the district receives through the use of counsel.

I thought it was important to share this information with you, so you can have a complete, accurate picture of our district's legal expenses. As always, if you have any questions, please give me a call.

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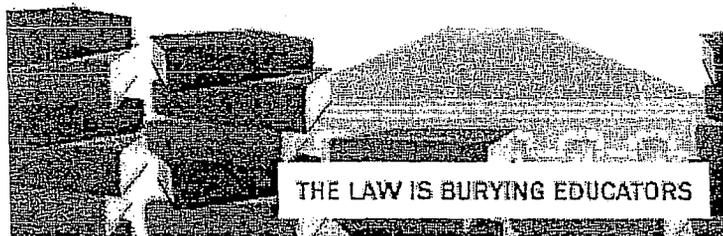


## OVER RULED: THE BURDEN OF LAW ON AMERICA'S PUBLIC SCHOOLS

November 29, 2004

### Over Ruled

#### THE BURDEN OF LAW ON AMERICA'S PUBLIC SCHOOLS



#### Press Coverage

A new study by Common Good has collected all the laws and regulations governing a typical public high school in New York City. Take a look at Over Ruled, an entertaining web interface that illustrates the burden of law on public schools nationwide.

Even relatively routine decisions can take months to complete. For example, suspending a disruptive student involves 66 steps and legal considerations which can take 105 days to complete. Our web interface contains "How Do I?" flowcharts that illustrate how intimidating and time-consuming this and other procedures can be.

"The burden of law has become staggering," said Common Good chair Philip K. Howard. "If teachers and principals are forced to spend their time working through these arduous procedures, how will they have the energy, enthusiasm, and time to educate?"

The *American Association of School Administrators* and the *National School Boards Association* have both commended Common Good's Over Ruled project for raising this important national issue. "The demands of excessive paperwork are taking precious time, money, and attention away from education nationwide," said Dr. Paul Houston, Executive Director of the *American Association of School Administrators*. "Ultimately, it's the achievement potential of our students that suffers."

In all, the study found that more than 60 separate sources of laws and regulations, with thousands and thousands of discrete obligations, apply to the typical public high school in New York City. They include, among other things, the following:

- The New York State Education Law, which is 846 pages long;
- 720 pages of regulations issued by the New York State Commissioner of Education;
- 15,062 decisions--contained in 43 volumes--made by the New York State Commissioner of Education in response to appeals of decisions made by education professionals;
- The New York City teachers' contract, which is 204 pages long, with an additional 105-page memorandum of understanding;
- The No Child Left Behind Act, which is 690 pages long;
- More than 200 pages of regulations (not including case law) controlling the discipline of students.

In addition to the procedures for suspending a disruptive student, Common Good examined the procedures required for

administrators to make other necessary decisions, including the following:

- Firing an inept teacher (involving up to 83 steps and legal considerations which can take over a year to complete, including up to 32 steps and considerations just to put a note in the teacher's file);
- Filling a teacher vacancy (up to 38 steps and legal considerations which can take months and months to complete);
- Replacing a heating system (up to 99 steps and legal considerations which can take months to complete);
- Conducting an athletic event (up to 99 steps and legal considerations governing everything from who can coach to the size of ear flaps to automated external defibrillators);
- Suspending a special education student for up to 45 days (up to 35 steps and legal considerations which can take months to complete, in addition to the 66 steps and legal considerations for a regular suspension).

Our Over Ruled page presents diagrammed flow charts for each of these procedures.

"The examples cited in this study reflect the compliance tangle that school districts and school boards face across the country," said Julie Underwood, JD, PhD, General Counsel and Associate Executive Director of the *National School Boards Association*. "They are not the entire laundry list of excessive regulation and litigation, but just examples of the many areas in which litigious groups from across the political spectrum choose to make the nation's schools their favorite battleground. We commend Common Good for calling attention to the burden of excessive law and regulation on our public schools."

"We need to lift this legal burden off America's schools," said Howard. "Educating our children—not compliance—should be the top priority for teachers. We should let the administrators and teachers use their judgment and then hold them accountable for their performance."

**Visit our Over Ruled page now.**

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### Press Coverage

#### Featured:

You Can't Buy Your Way Out of a Bureaucracy, Op-ed by Common Good chair Philip K. Howard, *The New York Times*, December 3, 2004

New York City School Principals Are Paralyzed by Laws, Rules, and Regulations, Julia Levy, *The New York Sun*, November 30, 2004

#### Other Coverage:

Web Site Tracks Legal Hurdles, Joetta L. Sack, *Education Week*, January 5, 2004

Legal Requirements Overwhelm Public Schools, *School Board News*, December 14, 2004

Unfixing Our Schools, Jack Moseley, *Arkansas News Bureau*, December 10, 2004

Fixing Schools, Wholesale, Letters to the Editor, *The New York Times*, December 6, 2004

83 Steps to Fire a N.Y. Teacher, Michelle Garcia, *The Washington Post*, December 5, 2004

Down the Rathole, Richard Schwartz, *New York Daily News*, December 2, 2004

Over Ruled, New York Sun Staff Editorial, *The New York Sun*, December 1, 2004

It's a Red-Tape Jungle for Schools, Joe Williams, *New York Daily News*, November 30, 2004

Regs Stifle Schools, Study Says, David Andreatta, *New York Post*, November 30, 2004

MANSFIELD BOARD OF EDUCATION  
SHIPMAN & GOODWIN LLP BILLS 2000-2004

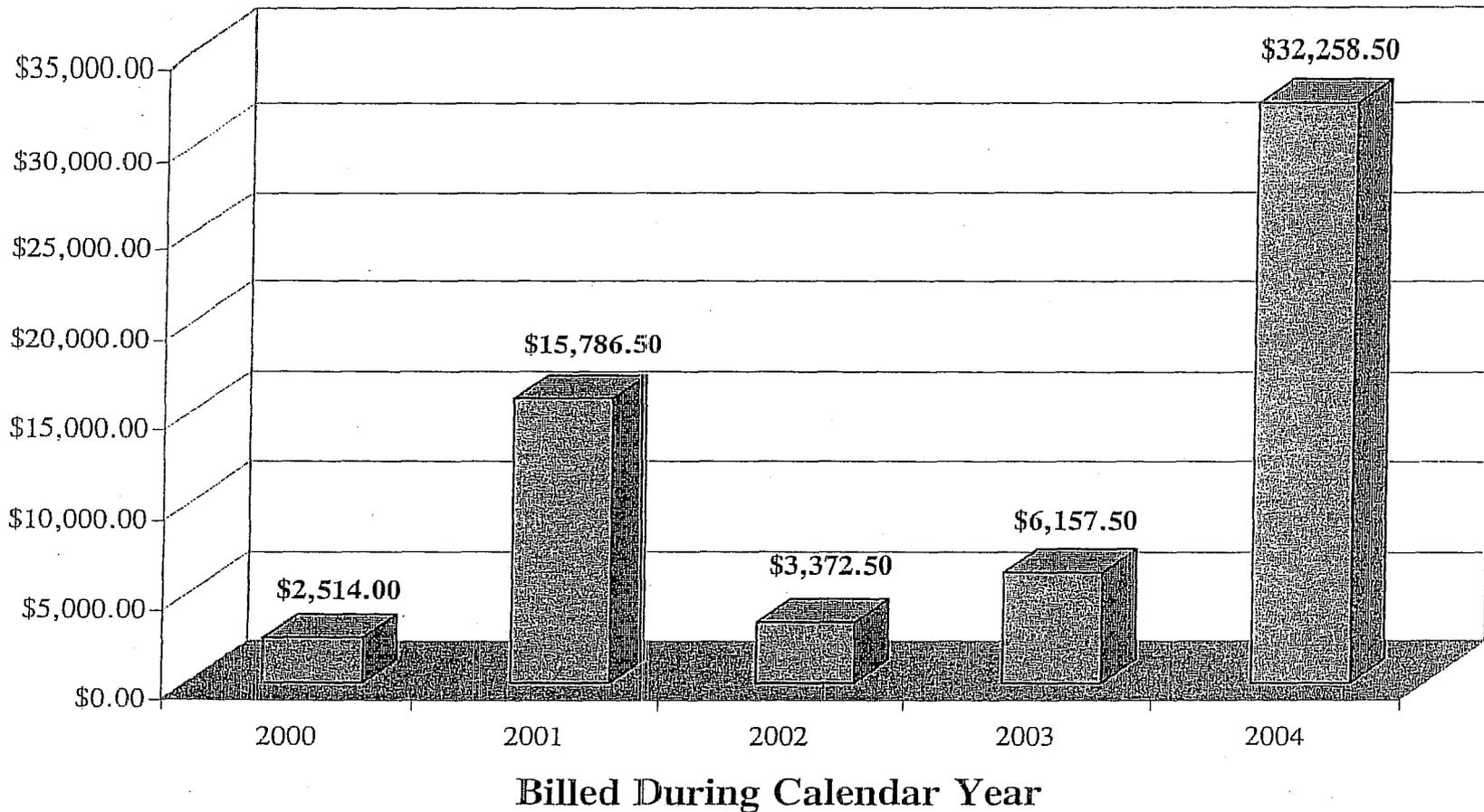
EXHIBIT A

	General*	Teachers	Administrators	Nurses	Custodians & Cafeteria	Instructional Assistants	Secretaries	TOTAL
<b>2000 Total</b>	\$8,922.50	\$1,153.00	\$6,065.00	\$4,628.50	\$2,514.00	\$5,724.50	\$477.50	\$29,485.00
<b>% Of Total</b>	30.26%	3.91%	20.57%	15.70%	8.53%	19.41%	1.62%	
<b>2001 Total</b>	\$25,927.50	\$20,343.00	\$0.00	\$0.00	\$15,786.50	\$1,739.00	\$344.00	\$64,140.00
<b>% Of Total</b>	40.42%	31.72%	0.00%	0.00%	24.61%	2.71%	0.54%	
<b>2002 Total</b>	\$12,967.00	\$3,259.00	\$924.00	\$58.00	\$3,372.50	\$1,369.50	\$6,702.00	\$28,652.00
<b>% Of Total</b>	45.26%	11.37%	3.22%	0.20%	11.77%	4.78%	23.39%	
<b>2003 Total</b>	\$11,259.50	\$14,118.50	\$11,371.50	\$5,630.00	\$6,157.50	\$1,023.00	\$0.00	\$49,560.00
<b>% Of Total</b>	22.72%	28.49%	22.94%	11.36%	12.42%	2.06%	0.00%	
<b>2004 Total</b>	\$30,266.00	\$20,951.50	\$110.00	\$0.00	\$32,258.50	\$12,944.50	\$0.00	\$96,530.50
<b>% Of Total</b>	31.35%	21.70%	0.11%	0.00%	33.42%	13.41%	0.00%	

\* General includes board policies, student discipline, special education, residency and other issues.

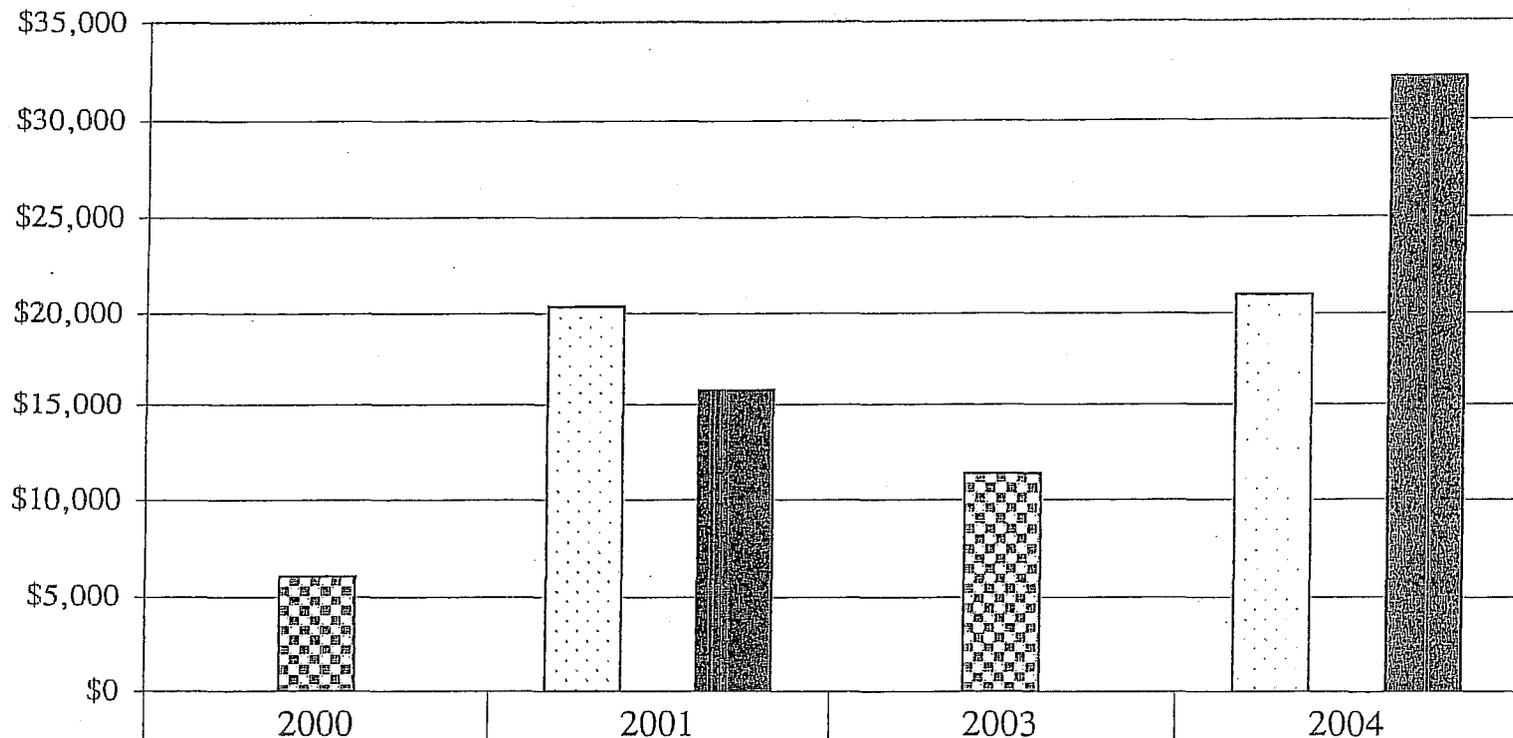
## Mansfield Board of Education Time Allocated to Custodians & Cafeteria Matter\*

P.13



\*Note: Includes time billed for non-negotiations issues.

### Mansfield Board of Education Total Bills by Unit in Negotiations Years



Teachers		\$20,343		\$20,952
Administrators	\$6,065		\$11,372	
Custodians & Cafeteria		\$15,787		\$32,259

\*Note: Includes time billed for non-negotiations issues.

VI. OLD BUSINESS

2. An Ordinance Regulating Litter  
Discussion on 2)a. Added "and"

Mr. Haddad moved and Mr. Hawkins seconded that effective March 28, 2005, to adopt an "Ordinance Regulating Litter" as presented by staff in its draft dated March 28, 2005, and which ordinance shall become effective 21 days after publication in a newspaper having circulation within the Town of Mansfield.

So passed unanimously.

3. University Spring Weekend and Campus/Community Relations

Mr. Clouette stated that the final draft of the report of the Committee on Community Quality of Life was almost complete and will be presented at the second meeting in April.

Mayor Paterson has met with the subcommittee of the University on Substance Abuse.

VII. NEW BUSINESS

4. Mansfield Board of Education  
Already reviewed.

5. Clean Energy

Ms. Koehn moved and Mr. Clouette seconded to table this item.

So passed unanimously.

Ms. Koehn will be giving to Town Manager some materials for future inclusion in another agenda.

6. Application for FY 2005/06 Library Services Adaptive Technology Grant

Mr. Clouette moved and Mr. Haddad seconded that effective March 28, 2005, to authorize staff to submit an application to the Connecticut State Library seeking \$17, 550 in funding to assist with the Mansfield Public Library's Senior Outreach Project, and to execute any related grant documents.



**Town of Mansfield**  
**Code of Ordinances**  
"An Ordinance Regulating Litter"

*Adopted by the Town Council on March 28, 2005*

**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 the people 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 its people 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 and substantial litter, 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 evidenced, for example, by complaints or statements of witnesses, photographs, code violations, reports or inspection by an Enforcement Officer.
- B. "Enforcement Officer" shall mean one or more employees 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, garbage or rubbish, 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. "Person" shall mean any individual, firm, partnership, association, syndicate, company, trust, corporation, limited-liability company, municipality, agency, or political or administrative subdivision of the state or other legal entity of any kind.
- G. "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, sidewalk and abutting edge of the street, vestibule or mailbox belonging or appurtenant to such dwelling, house, building or other structure.
- H. "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.
- I. "Refuse" shall mean both garbage and rubbish.
- J. "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.
- K. "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, controlling or occupying property shall keep the sidewalk or abutting edge of the street in front of their premises free of litter.

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

No person owning, controlling 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, controlling or occupying places of business within the town shall keep the sidewalk or abutting edge of the 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 and blight.**

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

**Section 15. Enforcement, 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. Any person violating the provisions of this Ordinance shall be deemed to have committed an infraction and may be issued a citation. Said citation shall inform the person named therein 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. Said citation shall be hand delivered or mailed by certified mail, return receipt requested, addressed to the person named therein at his or her last known address. Citations shall be punishable with a fine of ninety (\$90) dollars 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.

- C. In lieu of issuing a citation per Section 15(B) of this Ordinance, the Enforcement Officer may serve written notice of the violation(s) of this Ordinance to the owner, agent, tenant or person in control 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, agent, tenant or person in control of the subject property at the last known address.

Such notice shall state the violation(s) as outlined hereinafter, demand its correction within ten (10) calendar days, and state that if the person cited fails to correct the violation before the deadline, the Town may issue a citation to the owner, agent, tenant or person in control of the subject property per Section 15(B) of this Ordinance.

- D. In addition to any other remedy authorized by this Ordinance, if any such fine issued pursuant to the provisions of this Ordinance 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.* In lieu of or in addition to the remedies authorized in Section 15 of this Ordinance, the Enforcement Officer is authorized and empowered to notify the owner, agent, tenant or person in control of any occupied or vacant private property within the town to properly dispose of litter located on the subject property that is in violation of this Ordinance. Such notice shall be by certified mail, addressed to said owner, agent, tenant or person in control of the subject property at his/her last known address.
- B. *Action upon noncompliance.* Upon the failure, neglect or refusal of any owner, agent, tenant or person in control of the subject property 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, agent, tenant or person in control of the subject property. Upon failure of the owner, agent, tenant or person in control of the subject property 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.

So passed unanimously.

7. Memorandum of Understanding between the State of Connecticut and the Town of Mansfield for FY 2005 State Homeland Security Grant Funds.

Mr. Hawkins moved and Ms. Blair seconded that effective March 28, 2005, to authorize the Town Manager, Martin H. Berliner, to execute the attached Memorandum of Understanding between the State of Connecticut and the Town of Mansfield for Fiscal Year 2005 State Homeland Security Grant Funds, and to execute any related grant documents.

So passed unanimously.

8. Grant Application to Small Town Economic Assistance Program

Mr. Haddad moved and Mr. Schaefer seconded to support the following attached resolution on the Grant Application to Small Town Economic Assistant Program.

The Town Council did approve the submission of this grant application, and the state has accepted the application. However, the state has revised some of its grant administration requirements, and has asked the town council to execute another resolution in support of the application.

So passed unanimously.

9. An Ordinance Establishing a Division of Fire and Emergency Services

Mr. Schaefer moved and Mr. Hawkins seconded that effective March 28, 2005, to schedule a public hearing for 7:45 p.m. at the Town Council's regular meeting on April 11, 2005, to solicit public comment on "An Ordinance Establishing a Division of Fire and Emergency Services."

So passed unanimously.

Ms. Koehn moved and Mr. Clouette seconded to add to the agenda item 9a "Relocation of Businesses in the Storrs Center Project Area".

So passed unanimously.

9a. Relocation of Businesses in the Storrs Center Project Area

Ms. Koehn moved that the following resolution be adopted:



## Town of Mansfield Resolution

WHEREAS, the Town of Mansfield, in association with the University of Connecticut, private property owners, and community residents, has been working for years to help plan the transformation of an existing commercial area on Storrs Road (Route 195) into a vibrant and economically successful mixed-use downtown that will be the heart of the community;

WHEREAS, pursuant to Connecticut General Statutes Section 4-66 (g) of the Connecticut Legislature, the Connecticut Department of Economic and Community Development is authorized to extend financial assistance for economic development projects; and

WHEREAS, it is desirable and in the public interest that the Town of Mansfield make an application to the State for \$500,000 in order to undertake the Downtown Mansfield Revitalization and Enhancement Project.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN OF MANSFIELD;

That it is cognizant of the conditions and prerequisites for state assistance, as imposed by Section 4-66 (g) of the Connecticut General Statutes;

That the filing of an application for State financial assistance by the Town of Mansfield in an amount not to exceed \$500,000 is hereby approved and that the Town Manager is directed to execute and file such application with the Connecticut Department of Economic and Community Development, to provide such additional information, to execute such other documents as may be required, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an agreement is offered; to execute any amendments, decisions, and revisions thereto, and to act as the authorized representative of the Town of Mansfield.

Certified a true copy of a resolution duly adopted by the Town of Mansfield at a meeting of its Town Council on 3/28/05 and which has not been rescinded or modified in any way whatsoever.

March 29, 2005  
Date

Janet Seedson  
Signature and Title of Official

The Town Council resolves to encourage the Mansfield Downtown Partnership, via our representatives, to provide a fair and equitable relocation compensation for these businesses.

So passed unanimously.

VIII. DEPARTMENTAL REPORTS

IX. REPORTS OF COUNCIL COMMITTEES

No comments.

X. REPORTS OF COUNCIL MEMBERS

Ms. Koehn attended the Mansfield Downtown Partnership meeting on LEED certification or in lieu of LEED certification. She stated that she was very impressed with the Steve Winters Consulting Group.

Mayor Paterson attended the National Cities League meeting. She was kept busy with many meetings and discussions with state legislators. There was a great presentation on the national debt. The climate and mood of the conference was different this year. It is a difficult with funds not being available to the cities and towns.

XI. TOWN MANAGER'S REPORT

On Wednesday evening after the special meeting there will be a Finance meeting.

On the 6<sup>th</sup> the meeting will begin at 6:30 with the continuation of the public hearing on small cities grant program.

Planning and Zoning is talking about placing a nine month moratorium on subdivision plans. The Commission will be holding a public hearing on this matter.

Sewer/Water for the Four Corners. Mr. Hultgren, Public Works Director, has begun the process of studying the costs of such a project and getting a grant for it. This is when the road from the University of Connecticut out to Route 44 is completed. At that time it would be good to put in water and sewer.

On Tuesday, April 4, 2005, there will be a public hearing on the Regional District's Education budget.

The Mansfield Downtown Partnership will be meeting on April 5, 2005 in their office at 4:00 p.m.

The Town Manager and the Mayor attended the appropriations committee meeting in Hartford and spoke in favor of continuing the Conveyance tax for towns at the same level it is now.

## XII. FUTURE AGENDAS

Renovation of Reynolds School and how the LEED policy would apply.

The Board of Education and Superintendent will be present on the 11<sup>th</sup> to discuss the proposed all day Kindergarten program.

Discussion of Browns Road/Rte 195. Mr. Hultgren said inquiry may be sent to the Traffic Authority.

## XIII. PETITIONS, REQUESTS AND COMMUNICAITONS

10. J. Smith re: Funding for the Mansfield Community Center
11. L. Cole-Chu re: Relocation of Businesses in Storrs Center Project Area
12. W. Hammon re: Small Water Systems
13. UConn Center for Survey Research and Analysis re: Findings From the Full-day Kindergarten Survey
14. Mansfield Advocates for Children re: Full day Kindergarten
15. Glen Ridge Residents re: Full-day Kindergarten
16. M. Brown re: Full-day Kindergarten
17. CCM Federal Issues Bulletin-President Bush's FY 06 Budget
18. Honorable J. Lieberman re: Federal Budget Issues Affecting Cities and Towns
19. Testimony of P. Schenck, Town Manager of Avon and President of CCM to the Appropriations Committee.
20. The Advance, March 14, 2005-"Design of New Athletic Facilities Seeks to Meet 'Green' Standards."

## XIV. EXECUTIVE SESSION

Not needed.

XV. ADJOURNMENT

At 9:25 p.m. Mr. Paulhus moved and Mr. Haddad seconded to adjourn the meeting.

So passed unanimously.

Elizabeth Paterson, Mayor

Joan E. Gerdson, Town Clerk

SPECIAL MEETING-MANSFIELD TOWN COUNCIL-MARCH 30,2005

Mayor Elizabeth Paterson called the Special meeting of the Mansfield Town Council to order at 6:33 p.m.

I. ROLL CALL

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

II. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

Mr. Ken Dautrich from the University of Connecticut Center for Survey Research and Analysis, spoke to the Council on his analysis of the survey of full-day kindergarten. This survey was distributed in late April of 2004. A random sampling of 1400 households from the list of taxpayers received the survey. 552 returned their questionnaires. These households were not in apartment complexes. Specifically 53% said they supported going from a half day to a full day program and 35% said they opposed it.

Kristin Stone of 1140 Stafford Road, spoke in favor of the full-time Kindergarten.

Sarah Milius, 148 Chaffeéville Road, supports full-time kindergarten. She presented the Council with a petition of 85 signatures.

Joan Buck, 6 Sumner Dr., read a letter to the Council in favor of full-time kindergarten.

Monica Van Beusekom, 98 Candide Lane, endorsed the petition in favor of full-time kindergarten

Mary Lee Geary, 138 Spring Hill, is a teacher and advocates the need to have more time with the students such as in a full-time kindergarten.

Sandy Baxter, 5 Storrs Heights, spoke in favor of the all-day kindergarten; she coordinates the School Readiness Program.

Kyla Shafer, 5343 Storrs Road, spoke in favor of full-day kindergarten especially for those children with special needs.

Donald Curtis, 10 Fern Road supports full-time kindergarten, he feels that if you spend the money for early education you may not need to spend as much later. He is a teacher in Eastford.

Susannah Everett, 310 Gurleyville Road, she is a school psychologist for Ashford, and urged Board of Education and town put the resources into early education as it is in the Town's best interest. Prevention not remediation is most important.

Lesley Sweeny, 317 Mt. Hope Road, not in favor of full-time Kindergarten, she feels it is a "want" and not a "need".

Irene Sheehan, 42 Bassetts Bridge Road, supported full-time Kindergarten.

Martin Sommer, 410 Warrenville Road, spoke in favor of full-time kindergarten. The full day is in the best interest of the students. Full-time kindergarten will make Mansfield a better town. This is an option for children who cannot choose for themselves.

Joe Briody, 19 Little Lane, Not in favor or against. He would like this issue to be investigated more. He would like to know what are the compelling reasons for it? What is the deficiency in the education program as it is now?

Tracey Leavens, 32 Hunters Run, related her wonderful experience as a student in the Mansfield systems. She is young and enthusiastic for the great teachers who are excited about teaching kindergarten full-time.

Steve Pringle, 52 Maple Road, spoke in favor of the full-time program. He feels it is well worth the investment.

Kimberly Clark, 265 Browns Road, expressed the opinion that there is not enough to teach in a half-day class, the teachers need more time.

Lynn Lang Rodean, 162 South Bedlam Road, spoke in favor of the full-time kindergarten class.

Mayor Paterson read a statement from Representative Denise Merrill who supports full-day kindergarten.

### III. NEW BUSINESS

#### 1. Mansfield Board of Education (pp. 155-157)

Present for the Board of Education was: D. Hamlin, M. Feathers, W. Simpson, A. Holinko, S. Patwa and Supt. Gordon Schimmel and Mr. Fred Baruzzi, Assistant Superintendent.

Mr. Simpson, Chairman of the Board announced that the MEIU contract has been settled and the union has ratified it. The budget totals \$18,483,350. It is an increase of 8.71% as compared to the present year.

This amount includes funds for two new certified positions to accomplish an expansion of Kindergarten from a half to a full-day program, providing two full day classes at each of the three elementary schools and six instructional assistants.

Superintendent Schimmel spoke on the Mansfield Middle School, It is not a failing school. The “No child left behind” creates a sense of failure when there is not one.

At 9:00 p.m. the Board of Education left.

2. Town-wide (159-165)

Employee Benefits, Insurance

Employee benefits are up significantly. Workman’s comp, MERS and Medical insurance 160-161

Insurance-general liability 162-163

Contingency-annual appropriation to provide for emergency and/or unforeseen expenditures.

3. Public Safety

Overview Pg. 93

Police Protection Pg. 94-95 includes funding for two additional fulltime shifts per week.

Animal Control Pg 96-97

Noranne Nielsen was present to answer questions of the Council.

Fire Protection-Fire Marshal Pg. 98-99

John Jackman was present to answer questions of the Council.

Fire and Emergency Services Pg. 101-103 Dave Dagon was present to answer questions of the Council. Establish a Municipal Division of Fire and Emergency Services. A career fire chief will be hired to manage this new division of Fire and Emergency Services

Emergency Management Pg. 104-105

4. Revenues (pp. 35-46)

Discussion was on the tax revenues for certain houses. Council member Koehn requested the % growth and taxable grand list for last 10 years. Also requested a list of average taxpayers and what they paid in taxes over the last 5 or 6 years.

IV. ADJOURNMENT

At 10:10 p.m. Mr. Hawkins moved and Mr. Schaefer seconded to adjourn the meeting.

So passed unanimously.

Elizabeth Paterson, Mayor

Joan E. Gerdson, Town Clerk

To Whom It May Concern:

We write as parents who work both inside and outside the home, as taxpayers both with and without children who will be entering Kindergarten and as residents of a community which has an excellent reputation for valuing education and family.

We strongly encourage the Board of Education and the Town Council to accept the 2005-06 education budget and retain the proposed full-day Kindergarten program in each elementary school.

Offering the choice of full-day or half-day Kindergarten shows a commitment to education, children and families, whatever their personal situations may be. This option benefits many students during what is to be their first public school experience. Additional time in learning allows our teachers to more thoroughly present Kindergarten skills and concepts at a relaxed pace and with fewer transitions. It gives our children the time to explore, experiment and make discoveries that the current program simply cannot provide given the time constraints. A full-day program will enable teachers to respond more effectively to students in need of additional reinforcement of academic and social skills. It will also provide enrichment opportunities for those children who are ready to move forward. This proposal increases instructional time while simultaneously reducing caseloads. This change can only enhance the current program by providing much needed time for families and teachers to monitor student progress and communicate regularly.

Our direct observations of full-day Kindergarten programs in the area indicate very positive outcomes for parents, teachers and students. The teachers we met unanimously felt that they were now able to be more effective and responsive educators. The time they had been given had allowed them to truly know their students, identify and respond to needs, communicate with families and to explore the children's interests and talents. The children were completely engaged, very relaxed and demonstrated no evidence of fatigue. Our own teachers are excited about providing the same opportunity for our children and we hope that they will have that chance in August.

The June 2004 report issued by the National Center for Education Statistics entitled *Full-day and Half-day Kindergarten in the United States: Findings from the Early Childhood Longitudinal Study, Kindergarten Class of 1998-99* states that children enrolled in a full-day kindergarten program are making greater gains in reading/language areas and mathematics achievement compared to children in half-day program. Full-day programs were also more likely than half-day programs to spend time daily on mathematics, science, social studies and art. The percent of full-day classes that engaged in academic skills and activities that were presented "at least weekly" exceeded half-day classes in 19 of 36 reading/language arts skills, 9 of 11 writing skills and 29 of 37 mathematics skills.

For those of us with children who have already passed through Kindergarten, we recognize that they would have benefited from a more comprehensive program like the one being proposed. Their experience would have been enriched if they had a program which allowed the time to integrate science, social studies, mathematics and the arts across the curriculum more regularly. They have asked us why they can't have art class or Spanish like the other kids and we have observed the benefits of offering such programs during our visits to other districts. They would have enjoyed a program which could better respond to their varied needs and interests whether they were at the lower end of the continuum, the higher end or any point in between. This is what we hope will be available to all future Mansfield students.

We hope that the Board of Education and the Town Council will support the administration, the students and the teachers, who are trusted to educate our children every day. Our children and the residents of our community will benefit from the availability of this option and the freedom to make the choice that works best for them as individuals.

We support full-Day kindergarten

<u>Print Name</u>	<u>Address</u>	<u>Signature</u>
Holly Hall	23 Mansfield Hollow Ext.	Holly Hall
Sue Charron	385 Storrs Rd.	Sue Charron
Kylah Shafer	534 Storrs Rd	Kylah Shafer
Charlotte Smith	36 Highland Rd	Charlotte Smith
Neemah Shafer	534 Storrs Rd	Neemah Shafer
Charles F. Carrow	75 Fern Rd	Charles F. Carrow
DAVID CLARK	534 STORRS RD	David Clark
EDWARD W. DRINKWATER	95 HILLCREST DR.	Edward W. Drinkwater
Krisli Nungarden	95 Hillcrest Dr.	Krisli Nungarden
Bryan	17 Chaffeeville Rd	Barbara Zupan
Jane S. Hazzard	29A Anta Rd.	Jane S. Hazzard
Rebecca Colwell	87 Cemetery Rd.	Rebecca Colwell
Margaret Brown	7 Adeline Pl	Margaret Brown
Dawn Rawlison	434 Storrs Rd	Dawn Rawlison
Julie M. Bunt	295 Wainwood Hill Rd.	Julie M. Bunt
Linda Sydne	12 Clark Street	Linda Sydne
Kathleen Romeo	19 Eastwood Rd	Kathleen Romeo
Bruce Hussey	43 Riverview RD	Bruce Hussey
Irene Sheehan	42 Bassetts Bridge Rd.	Irene Sheehan
Anne Caro	506 Stafford Rd.	Anne Caro
Jacqueline Heher	100 Mansfield Hollow Rd	Jacqueline Heher
Daniel Comeau	100 Mansfield Hollow Rd.	Daniel Comeau
Gloria Bent	97 Mansfield Hollow Rd.	Gloria Bent
Lisa Greig	130 Sawmill Brook Lane	Lisa Greig
Harriet - Hachen	130 Sawmill Brook Lane	Harriet - Hachen
Mark Sheehan	42 Bassetts Bridge road	Mark Sheehan
Julie Sygar	420 Bassetts Bridge rd.	Julie Sygar

We support full-day kindergarten

	<u>Print Name</u>	<u>Address</u>	<u>Signature</u>
1)	Ann Ochowski	53 Old Temple Rd	[Signature]
2)	Hinda Varga	10 River Rd	[Signature]
3)	Cathy Sala	971 Warrenville Rd	[Signature]
4)	Ellen Hassan	538 Bassetts Bridge	Ellen M. Hassan
5)	Ryan Nathan	861 Warrenville Rd	Ryan Nathan
6)	[Signature]	557 Stone Rd	[Signature]
7)	Cathleen M. White	1 Ft. Griswold La.	Cathleen M. White
8)	David Nelson	1 Ft. Griswold	David Nelson
9)	W. Z. Brupp	19 PHILIP DR	W. Z. Brupp
10)	F. T. Cichowski	799B Middle Temple St	F. Cichowski
11)	Frank Cichowski	799B Middle Temple St	Frank Cichowski
12)	Peter St. Laurent	36 Riverview Rd	[Signature]
13)	Susannah R. Everett	310 Gursleyville Rd	Susannah R. Everett
14)	[Signature]	275 Stone Rd	James M. Dillman
15)	[Signature]	24 Pleasant Valley Rd	GARY DREW
16)	[Signature]	104 Clover Mill Rd	Chris Weinland
17)	[Signature]	9.C. Poplar Lane Stairs.	Anthony Kibus
18)	[Signature]	35 Mansfield Ave Mans CTR	[Signature]
19)	Elaine C. Temel	45 Adeline Place Mans CTR.	Elaine C. Temel
20)	[Signature]	803 Warrenville Rd.	Roslyn Holly Fitch
21)	Kristina Krapp	9 Clark St	Lizette Krapp
22)	Rebecca Shafer	45 Echo Rd	R. A. Shafer
23)	Arnold T. Oza	327 MT. HOPE RD	Arnold T. Oza
24)	Joseph Evans	504 Mansfield city Rd	[Signature]
25)	Sandra McCalluff	33 Mountain Rd	Sandra McCalluff
26)	Jana Pede	2 Brookside Lane	Jana Pede

I support the proposed full-day Kindergarten program.

Print Name

Signature

Address

Alexander Russell

Alexander Russell

148 Chaffeeville Rd.

SARAH MILIUS

Sarah Milius

148 Chaffeeville Rd

Friedemann Weidauer

Friedemann Weidauer

79 Mulberry Rd.

Antje Harnisch

Antje Harnisch

79 Mulberry Rd.

Supporters

Name

Residence

Tracey Leavens

32 Hunters Run, Storrs, CT

Benjamin Kennedy

693 Middle Turnpike Storrs, CT

Paul Stensland

32 Hunters Run Storrs, CT

Mary-Jane

62 ELLISE RD. STORRS, CT.

Nina Fougere

28 Carleton Rd, Storrs-Mansfield, CT

riched if they had a program which allowed the time to integrate science, social studies, mathematics and the arts across the curriculum more regularly. They have asked us why they can't have art class or Spanish like the other districts and we have observed the benefits of offering such programs during our visits to other districts. They would have enjoyed a program which could better respond to their varied needs and interests whether they were at the lower end of the continuum, the higher end or any point in between. This is what we hope will be available to all future Mansfield students.

We hope that the Board of Education and the Town Council will support the administration, the students and the teachers, who are trusted to educate our children every day. Our children and the residents of our community will benefit from the availability of this option and the freedom to make the choice that works best for them as individuals.

Try the new Beta version of MSN Messenger - it's FREE!

We are in support of the above letter in favor of full-day kindergarten.

- ① Louis Soracchi 29 Clearview Drive Mansfield Center  
*Louis Soracchi*
- ② ~~Margaret S. Morrison~~ 32 Kaya Lane Mansfield Center  
Margaret S. Morrison
- ③ ~~F. Tyler Morrison~~ 32 Kaya Lane Mansfield Center, CT 06250  
F. Tyler Morrison
- ④ Anne H. Soracchi 29 Clearview Dr.  
Anne H. Soracchi Mansfield Center, Ct

I support the proposed full-day Kindergarten program.

Print Name

Signature

Address

*Linda Blum* LINDA BLUM

*Patricia W. Leavens* PATRICIA W. LEAVENS

*Charles C. Leavens* CHARLES C. LEAVENS

*Candace Duchaineau* Candace Duchaineau

*Joshua Ouellet* Joshua Ouellet

*Kimberly A. Clark* 263 Browns Road

*Linda K. Clark*

I support the proposed full-day Kindergarten program.

Print Name

Signature

Address

Print Name	Signature	Address
MONICA VAN BEUSEKOM	Monica van Beusekom	98 CANDIDE LANE 06268
SUSANNAH R EVERETT	Susannah R. Everett	310 FURBERVILLE RD 06268
CARMAI R. GARRETT	Carmai R. Garrett	21 pleasant valley rd 06250
Donald Curtis	Donald Curtis	10 Fenn Rd. 06268
Sally Clark	Sally Clark	100 Hank Hill Rd 06268
Jamie Lang-Rodean	Jamie Lang-Rodean	162 So. Bedlam Rd 0625
Mary Lee Geary	Mary Lee Geary	138 Spring Hill Rd 06268
Veronica Helgans	Veronica Helgans	123 Dog Lane 06268
Laura Scruggs	Laura Scruggs	21 Thomas Dr., 06268
MARTIN SOMMER	Martin Sommer	410 WARRENVILLE RD.
BESY B PARKER	Besy B Parker	710 STORRS ROAD 06250
Renee Miller	Renee Miller	24 HOLLY DR. 06265

6 Summer Drive  
Storrs, Connecticut 06268  
March 30, 2005

Mansfield Town Council  
Storrs, Connecticut 06268

Dear Town Council Members,

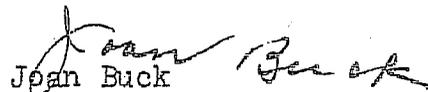
In my recent letter concerning the process undertaken by the Board of Education and the Superintendent, I failed to note the four visits which were made to other school districts to observe full and part-day kindergarten and to speak with parents and teachers. Various Mansfield residents attended and then completed a checklist and brief survey, helping the Education Department develop a model especially designed for Mansfield kindergarten.

Parents who have expressed their positions on full-day kindergarten clearly have been concerned most importantly about the well-being of the children and for the quality of the teaching/learning environment. January figures for September 2005 enrollments reveal parents' beliefs that full day kindergarten will best serve their children's needs. At Goodwin School, 26 parents have enrolled a child in full-day and 2 parents selected half-day, with 5 uncertain. At Southeast School, 23 of 27 parents polled chose full-day for their child(ren). At Vinton School, 42 of 47 parents responded; of the respondents, 27 chose full-day and 9 half-day. (4 were undecided and 2 will either have the child remain in pre-school another year or send him/her to full-day.)

Research Findings - In a "Review of the Literature and Evidence: A Summary of the Research on Full-Day Kindergarten" James Barnes summarized the results of research conducted between 1990 and 2003, citing preliminary findings (while cautioning that those results be viewed as "early returns"). Among the encouraging results of the Barnes review are the following:

"Developmentally-appropriate full-day kindergarten can:  
.enhance the academic repertoire of all students, while ensuring students with additional needs have those needs addressed and....academic skills reinforced;  
.enhance the acquisition of basic skills for all children (and) increase academic achievement....;  
.ensure that children with exceptional challenges experience a solid, rigorous, needs-based....program....;" Also cited are opportunities for creativity, social skill development involvement in activity centers, in a more relaxed setting.

As you focus on the budgetary facts tonight, I hope you will reflect upon these educational facts. Thank you.

  
Joan Buck

March 30, 2005

Mansfield Town Council  
4 South Eagleville Rd.  
Mansfield, CT 06268

Dear Council Members,

I am writing as your State Representative and as an advocate for Early Childhood education, in support of Mansfield implementing a full day kindergarten program. Studies have proven numerous academic and social benefits from full day kindergarten programs including higher standardized test scores in math and reading and improved literacy skills. Full day programs have been found to foster independent thinking, the children have more time to question and manipulate concepts, to ask questions of their teachers and interact with their peers.

I ask that you support the Board of Education's proposed budget, inclusive of a full-day kindergarten program.

Respectfully,

Denise W. Merrill



Town Council Meeting  
Full Day Kindergarten Budget Meeting  
March 30, 2005

My name is Sandra Baxter, I am the Mansfield School Readiness Coordinator and on the Mansfield Advocates for Children committee. I am employed by the town in the Mansfield Social Services office. I am a town resident, and a former first grade teacher.

I have been very much a part of the information gathering process regarding Full Day Kindergarten. I worked with the CT. League of Women Voters to host the two Community Conversations we had on early care and education in Mansfield where the issue of Full Day Kindergarten became a very central part of the discussions.

I worked with Ken Dautrich to help set up the focus groups before the town-wide survey was written; conferred with Dr. Dautrich about the survey, and was part of the Full Day Kindergarten visitation group with parents, teachers, the superintendent and the curriculum director.

During the process of gathering this information, I have felt that each phase of the process has been handled in a very above-board and open way by all of those involved with real care and concern focused on what would be best for Mansfield's young children and what parents want available to them in their child's schools. If there is some piece of information you want or need that I may have, from any part of this process, I would be happy to see that you get it.

Watching lively kindergarteners when we visited other school districts, (Wilmington and West Hartford), so engaged in activities, so interested in their immediate world, listening, questioning, happy to be together, and learning at a relaxed pace helped me envision all the new heights our wonderful Kindergarten teachers will be able to take our children. I think Full Day Kindergarten is an opportunity that should be available to every child in Mansfield.

Comments respectfully submitted by: Sandra Baxter, [Baxtersp@mansfieldct.org](mailto:Baxtersp@mansfieldct.org)  
860-429-3338.

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LEGAL NOTICE  
TOWN OF MANSFIELD  
PUBLIC HEARING  
FY 2005-2006 BUDGET

The Mansfield Town Council will hold a Public Hearing on the proposed 2005-2006 Budget on April 11, 2005 at 6:30 p.m. in the Council Chamber of the Audrey P. Beck Municipal Building, 4 South Eagleville Road.

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

Dated at Mansfield, Connecticut, this 2<sup>nd</sup> of April, 2005

Joan E. Gerdson  
Mansfield Town Clerk

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LEGAL NOTICE  
TOWN OF MANSFIELD  
PUBLIC HEARING  
“AN ORDINANCE ESTABLISHING A DIVISION OF FIRE AND EMERGENCY  
SERVICES”  
APRIL 11, 2005

The Mansfield Town Council will hold a public hearing at 7:45 p.m. at the Town Council's regular meeting on April 11, 2005, in the Council Chamber of the Audrey P. Beck Municipal Building, to solicit public comment on “An Ordinance Establishing a Division of Fire and Emergency Services.” This division shall be responsible for performance of the responsibilities of the Department of Public Safety under C509 of the Town Charter for protection of life and property within the Town of Mansfield from fire and for provision of emergency services. The Division of Fire and Emergency Services shall be administered by a Fire Chief, who shall be appointed by the Town Manager and shall report directly to the Director of Public Safety.

At this public hearing persons may be heard and written statements received. Copies of this proposed ordinance are available at the Town Clerk's office, 4 South Eagleville Road, Mansfield.

Dated at Mansfield, Connecticut, this 29<sup>th</sup> day of March, 2005.

Joan E. Gerdson, Town Clerk

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**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** *Martin Berliner*  
 Martin Berliner, Town Manager  
**CC:** Emergency Services Management Team  
**Date:** April 11, 2005  
**Re:** An Ordinance Establishing a Division of Fire and Emergency Services

---

**Subject Matter/Background**

As discussed at the previous meeting, the emergency services management team has been working the past few years to improve the management and the delivery of fire and emergency services in town. One of the essential elements of our work is to establish a municipal Division of Fire and Emergency Services, as part of our larger Department of Public Safety. The management team wishes to establish a fully consolidated, combination volunteer/career workforce with a career fire chief, as recommended by UConn Professor Dr. Amy Donahue in her report issued a few years ago. The town clearly embarked upon this path in March of 2003 when we made all of the paid firefighters town employees, and we have been moving forward to establish a municipal organization ever since.

Please note that the proposed ordinance calls for the establishment of a fire chief's position, which we will present to the town council as a separate proposal in the near future. If the town council does authorize the establishment of this position, we would phase out the position of emergency services administrator.

If approved, the new Division of Fire and Emergency Services would allow us to consolidate all personnel, both paid and volunteer, within one united organization. We believe that this would greatly enhance the effectiveness and the efficiency of fire and emergency services in Mansfield.

At the previous meeting, the town council raised a concern that the draft ordinance appeared to exclude personnel other than firefighters from the new division. That was not the intent of the draft, but we have revised the ordinance to address this issue and to clearly indicate that the new division could contain personnel other than firefighters. Upon reviewing the draft, you will find that new language is in **bold and underlined**. Deleted language is in strikeouts.

**Financial Impact**

Our work to establish a municipal Division of Fire and Emergency Services has been expensive, with much of the cost attributable to labor negotiations and to equalizing employee benefits. With the collective bargaining agreement signed, much of this cost has been assumed to date. For fiscal year 2005/06, we do project additional costs to

cover expenses such as a pension plan, legal fees and to establish a fire chief's position. Some of these costs are one-time in nature, while others will be ongoing. The town currently funds the operating budgets for both the Eagleville Fire Department (EFD) and the Mansfield Volunteer Fire Company (MVFC), and those expenditures would constitute the budget for the new division.

### **Legal Review**

Staff has prepared the proposed ordinance in consultation with the special counsel that has been retained to assist with the emergency services project.

### **Recommendation**

Passage of this ordinance would allow us the historic opportunity to positively shape the future of fire and emergency services in Mansfield for many years to come. For the reasons discussed above, the emergency services management team recommends that the town council adopt the proposed ordinance as amended.

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

*Move, effective April 11, 2005, to adopt "An Ordinance Establishing a Division of Fire and Emergency Services" as revised by staff in its draft dated April 11, 2005, and which ordinance shall become effective 21 days after publication in a newspaper having circulation within the Town of Mansfield.*

### **Attachments**

- 1) Proposed Ordinance



**Town of Mansfield  
Code of Ordinances**

**“An Ordinance Establishing a Division of Fire and Emergency Services”**

*April 11, 2005 Draft*

**Section 1. Title.**

This Ordinance shall be known and may be cited as the “Ordinance Establishing a Division of Fire and Emergency Services” or the “Division of Fire and Emergency Services Ordinance.”

**Section 2. Legislative Authority.**

This Ordinance is enacted pursuant to Connecticut General Statutes §§ 7-148 and 7-193, and § C509 of the Mansfield Town Charter, as amended.

**Section 3. Purpose.**

The Town Council has established a Division of Fire and Emergency Services within the Department of Public Safety to provide for fire protection and the emergency services in the Town of Mansfield.

**Section 4. Creation of Division of Fire and Emergency Services.**

There hereby is created a Division of Fire and Emergency Services within the Department of Public Safety. The Division of Fire and Emergency Services shall be responsible for performance of the responsibilities of the Department of Public Safety, under § C509 of the Charter of the Town of Mansfield, for protection of life and property within the Town of Mansfield from fire and for provision of emergency services. The Division of Fire and Emergency Services shall be administered by a Fire Chief, who shall be appointed by the Town Manager and shall report directly to the Director of Public Safety. Upon resolution of the Town Council, the Division of Fire and Emergency Services may include not only career ~~firefighters~~ personnel but also volunteer ~~firefighters~~ personnel.

**Section 5. Construction.**

Whenever used, the singular number shall include the plural, and the plural the singular.

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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  
**Date:** April 11, 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) Quarterly Progress Report – January, February and March 2005
- 2) Excerpts from Interim Monitoring Program Report, November/December Sampling Round



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

REC'D APR 04 2005

Office of Environmental Policy

Richard A. Miller  
*Director*

**March 30, 2005**

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

**RE: CONSENT ORDER #SRD 101, STATE OF CONNECTICUT  
DEPARTMENT OF ENVIRONMENTAL PROTECTION (CTDEP)  
QUARTERLY PROGRESS REPORT – JANUARY, FEBRUARY AND MARCH 2005  
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:

- Technical Review Sessions
- Technical Review Session Information
- Discussion on Activities Completed in January 2005
- Discussion on Activities Completed in February 2005
- Discussion on Activities Completed in March 2005
- Landfill Closure, Re-use Plans Approved
- Remedial Action Plan Implementation, Landfill and Former Chemical Pits
- UConn Landfill Closure
- UConn F-Lot Landfill Closure
- UConn Landfill Interim Monitoring Program
- Closure Schedule Following CTDEP Approvals
- Hydrogeologic Investigation – UConn Landfill Project
- Long-Term Monitoring Plan Information
- UConn's Technical Consultants - Hydrogeologic Team
- 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--January, February and March 2005  
March 30, 2005**

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

**Technical Review Sessions**

Public involvement principles are summarized as follows:

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

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

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

**Technical Review Session Information**

General

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

Public Availability Review Session

On Thursday, January 27, 2005, there was an Open House and a Public Hearing on UConn's application for permits to work in wetlands area of the campus to close the UConn landfill and chemical pits. The Open House, from 5:00 to 6:30 pm, at UConn's Bishop Center, provided an opportunity for residents and members of the University community to meet the closure construction manager. CTDEP representatives and UConn consultants were also present to discuss the closure and wetlands activities.

At 6:30 pm, CTDEP conducted an Administrative Hearing on the permit applications and Wetlands Mitigation Plan. CTDEP staff and UConn presented information in support of the wetlands application. Then CTDEP accepted comments from the public on relevant issues.

Project Wetlands Status

There was an Open House and Public Hearing on UConn's application for permits to work in wetland areas of the campus as part of the remediation of the landfill and former chemical pits site on Thursday,

**CTDEP Consent Order  
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January 27, 2005. Mansfield residents, students and faculty participated in the events. The minutes of the Public Hearing summarize the presentations by staff from both CTDEP and members of UConn's technical team.

The CTDEP accepted comments on the permits at the Public Meeting. The final documents under review include the Wetlands 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 participated in the Fall Public Meeting to meet members of the community. CTDEP is finalizing its review of the draft permit language and public comments. A decision is expected Spring 2005.

**Discussion on Activities Completed in January 2005**

UConn:

- Participated in Project Team Meeting, the Landfill Open House, and CTDEP Wetlands Permit Hearing

Haley & Aldrich:

- Continued design and permitting work for landfill and former chemical pits remediation based on Remedial Action Plan (RAP)
- Review of proposed well abandonment program and permanent discrete zone monitoring system program
- Attended a site walkover with UConn and CTDEP
- Attended the pre-hearing meeting with UConn and CTDEP at CTDEP's offices
- Participated in Project Team Meeting, the Landfill Open House, and CTDEP Wetlands Permit Hearing

Earth Tech

- Participated in Project Team Meeting, the Landfill Open House, and CTDEP Wetlands Permit Hearing
- Continued design and permitting work for parking lot, driveway, intersection, electrical distribution system, code blue phone system and heliport as part of the landfill and former chemical pits remediation based on RAP

Epona:

- Participated in Project Team Meeting, the Landfill Open House, and CTDEP Wetlands Permit Hearing

USGS:

- Participated in Project Team Meeting, the Landfill Open House, and CTDEP Wetlands Permit Hearing

Mitretek:

- Participated in Project Team Meeting, the Landfill Open House, and CTDEP Wetlands Permit Hearing

Phoenix:

- Conducted analyses of sampling from IMP and additional residential areas

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RVA:

- Participated in Project Team Meeting, the Landfill Open House, and CTDEP Wetlands Permit Hearing

**Discussion on Activities Completed in February 2005**

UConn:

- Technical review

Earth Tech

- Continued design and permitting work for parking lot, driveway, intersection, electrical distribution system, code blue phone system and heliport as part of the landfill and former chemical pits remediation based on RAP

Haley & Aldrich:

- Collected water sample from catch basin in F-Lot and initiated groundwater baseline sampling of bedrock wells (MW105R, MW201R, MW302R, 156 HLR) prior to remediation.

Epona:

- Technical review

USGS:

- Technical review

Mitretek:

- Technical review

Phoenix:

- Completed analyses of sampling from IMP and additional residential areas

RVA:

- Continued to communicate with public and respond to public queries

**Discussion on Activities Completed in March 2005**

UConn:

- Attended meeting with Construction Manager and Design Team to discuss status of remedial work implementation
- Attempted to contact Owner at 202 North Eagleville Road for Long-Term Monitoring

Earth Tech

- Attended meeting with Construction Manager and Design Team to discuss status of remedial work implementation
- Continued design and permitting work for parking lot, driveway, intersection, electrical distribution system, code blue phone system and heliport as part of the landfill and former chemical pits remediation based on RAP

Haley & Aldrich:

- Attended meeting with Construction Manager and Design Team to discuss status of remedial work implementation.

**CTDEP Consent Order  
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Epona:

- Technical review

USGS:

- Technical review
- Attended meeting with Construction Manager and Design Team to discuss status of remedial work implementation.

Mitretek:

- Technical review
- Attended meeting with Construction Manager and Design Team to discuss status of remedial work implementation.

Phoenix:

- Conducted analyses of sampling from IMP and additional residential areas

RVA:

- Continued to communicate with public and respond to public queries

**Landfill Closure, Re-use Plans Approved**

The CTDEP 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 wetland permits to complete the process, which will include installing two (2) 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 Army Corps of Engineers New England District (ACOE NE) 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.

**CTDEP Consent Order  
Quarterly Progress Report—January, February and March 2005  
March 30, 2005**

**UConn Landfill Closure**

Project Status Background

On June 26, 1998, the CTDEP issued a Consent Order to UConn. The order requires UConn to thoroughly evaluate the nature and extent of soil, surface water and groundwater pollution emanating from the UConn landfill, former chemical pits and an ash disposal site known as F-Lot. The order also requires UConn to propose and implement remedial actions necessary to abate the pollution. The Comprehensive Hydrogeologic Report and Remedial Action Plan have been submitted to CTDEP.

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

The CTDEP and 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.

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.

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Redevelopment

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

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

UConn installing 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 were 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 in connection with the tennis courts was delineated.

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 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’s 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.

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Haley & Aldrich and Mason & Associates have prepared a detailed Mitigation/Restoration Plan and conducted on-site meetings with the ACOE NE and with the 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.

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.

**CTDEP Consent Order**  
**Quarterly Progress Report—January, February and March 2005**  
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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 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

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 sediment remediation areas within existing wetlands adjacent to the landfill. Principal criteria used in the evaluation of mitigation area suitability were:

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- 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.

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.

Closure Schedule Following CTDEP Approvals

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

Hydrogeologic Investigation – UConn Landfill Project

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

Long-Term Monitoring Plan (LTMP)

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

**CTDEP Consent Order  
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March 30, 2005**

Other Project Permits

Once the permits have been finalized, closure construction will begin. The closure activities should take about a year from start to finish. The October 2004 *UConn Update* contains details on the wetlands mitigation, permits and construction plans. The project permits, 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

UConn Project Web Site

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

**UConn's Technical Consultants - Hydrogeologic Team**

Haley & Aldrich: Haley & Aldrich have completed fieldwork for the IMP and monitoring well samplings. Work also included technical input. Continued the review of permitting and design work comments for landfill and former chemical pits remediation based on draft RAP. 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. 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. 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.

**CTDEP Consent Order  
Quarterly Progress Report—January, February and March 2005  
March 30, 2005**

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.

**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 March 15, 2005		
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	<i>January 9, 2002 (presentation completed); April 11, 2002 (interim report submitted*)</i>
UConn Landfill and Former Chemical Pits — Conceptual Site Model (CSM), impact on bedrock groundwater quality	CSM details and supporting geophysical, hydrological, and chemical data	<i>February 7, 2002 (presentation completed) April 8, 2002 (interim report submitted*)</i>
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	<i>June 13, 2002 (presentation completed)</i>
Comprehensive Hydrogeologic Report and Remedial Action Plan - integration of information in all interim reports and all previous reports	<ul style="list-style-type: none"> <li>▪ Results of Comprehensive Hydrogeologic Investigation</li> <li>▪ Remedial Action Plan</li> <li>▪ Long Term Monitoring Plan</li> <li>▪ Schedule (to include public and agency review, permitting, design, and construction)</li> <li>▪ Post-Closure</li> <li>▪ Redevelopment Plan for the UConn Landfill and F-Lot</li> </ul>	<i>August 29, 2002 (presentation**)</i>  <i>October 31, 2002 (Comprehensive Report Submitted to CTDEP)</i>
Comprehensive Final Remedial Action Plan Report	Release of Report and Plan for CTDEP and public review of remedial design	<i>January 2003</i>

**CTDEP Consent Order**

**Quarterly Progress Report--January, February and March 2005**

**March 30, 2005**

Schedule for Compliance (Revision No. 3) Hydrogeologic Investigation of UConn Landfill, F-Lot, and Former Chemical Pits, Storrs, Connecticut (completed items in italics) Updated March 15, 2005		
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)	<i>A Technical Review Committee Meeting was held Wednesday, June 25, 2003.</i> <i>Summer 2003 (Comprehensive Design Submittal)</i> <i>A public review session for the UConn landfill design took place at the Town of Mansfield, September 3, 2003.</i>
Implement Remedial Action Plan for the UConn Landfill, former chemical pits, F-Lot and contaminated groundwater	Finalize detailed construction drawings, and specifications Develop bid packages based on approved Remedial Action Plan - Competitive Bidding Process - Select Contractor - Obtain Permits as detailed in the Remedial Action Plan Mobilization & Fieldwork	<i>July 2003 through 2005</i> <i>(Contractor selection June/July 2004 Notice of Award Sent to O&amp;G)</i> <i>REVISED ****</i>
Initiation of Construction of Approved Remedial Option	<i>Selection of contractors and the beginning of Pre-Construction Phase Services and construction of approved remedial options</i>	On-going 2005 Mobilize contractor(s) (Contingent on Construction Timetable ***) <i>REVISED ****</i>
Initiation of Long Term Monitoring Plan (LTMP)	IMP sampling continues quarterly.	On-going 2005 <i>REVISED ****</i>
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 ***) <i>TO BE REVISED ****</i>
Post-Closure Monitoring	Begin post-closure monitoring program of the Remedial Action upon approval from CTDEP	January 2006 (Contingent on Construction Timetable ***) <i>TO BE REVISED ****</i>

\* 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 March 15, 2005

**CTDEP Consent Order  
Quarterly Progress Report--January, February and March 2005  
March 30, 2005**

Listing of Project Contacts

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

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

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

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

Richard Miller, Director  
University of Connecticut, Environmental Policy  
31 LeDoyt Road, Unit 3038  
Storrs, CT 06269-3038  
(860) 486-8741

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

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

Reports

Copies of all project documents are available at:

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

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

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

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

**CTDEP Consent Order  
Quarterly Progress Report–January, February and March 2005  
March 30, 2005**

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  
Director, Office of Environmental Policy

RAM/JMP

cc:

Gail Batchelder, HGC Environmental  
Consultants  
Martin Berliner, Town of Mansfield  
Scott Brohinsky, UConn  
Thomas Callahan, UConn  
Marion Cox, Resource Associates  
Brian Cutler, Loureiro  
Amine Dahmani, ERI  
Elida Danaher, Haley & Aldrich  
Dale Dreyfuss, UConn  
Nancy Farrell, RVA  
Linda Flaherty-Goldsmith, UConn  
Charles Franks, USEPA  
Todd Green, GZA  
Peter Haeni, F.P. Haeni, LLC  
Allison Hilding, Mansfield Resident  
Traci Iott, CTDEP  
Carole Johnson, USGS  
Ayla Kardestuncer, Mansfield Common Sense

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



**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:** April 11, 2005  
**Re:** Appointment of Auditor to Conduct Financial Audit for Fiscal Year 2004/05

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**Subject Matter/Background**

At its March 14, 2005 meeting, the town council referred this item to the finance committee.

Sections 7-392(c) and 4-232 of the Connecticut General Statutes, as amended, require that each municipality annually designate an independent public accounting firm to audit the books and accounts of that government. Kostin, Ruffkess and Company has provided the town's audit services for the last six years. In the past it has been our policy to change auditors every four to five years. The director of finance is proposing that we change this practice and reappoint Kostin, Ruffkess and Company for another year, with the understanding that the current audit team will be replaced.

The director is recommending this change for two reasons:

1. The primary reason to change audit firms is to get a fresh look at our accounting structure and internal controls among other things. The director believes we could accomplish the same objective by changing the audit team, without the loss of the backroom support the firm has developed in preparing the audit report.
2. The appointment of new auditors would cause us to change our current workload emphasis from innovation to working with a new audit company. The director does not feel that the time spent training a new firm on our system is as productive as our current emphasis.

**Financial Impact**

The director of finance has included \$28,330, a three percent increase over the current fee, in the town's General Fund Budget to cover the cost of this year's audit.

**Recommendation**

The finance committee has endorsed the director's proposal, and recommends that the town council appoint the firm of Kostin, Ruffkess and Company.

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

*Move, effective April 11, 2005, to appoint the firm of Kostin, Ruffkess and Company to conduct the Town of Mansfield's financial audit for fiscal year 2004/05, with the understanding that the current audit team will be replaced.*

**Attachments**

- 1) Correspondence from Kostin, Ruffkess and Company

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

*Move, effective April 11, 2005, to appoint the firm of Kostin, Ruffkess and Company to conduct the Town of Mansfield's financial audit for fiscal year 2004/05, with the understanding that the current audit team will be replaced.*

February 24, 2005

Jeffery Smith  
Finance Director  
Town of Mansfield  
4 South Eagleville Road  
Mansfield, CT 06268

Dear Mr. Smith:

Based upon our discussion earlier this week regarding the 2005 audit, I propose that in order to provide the Town with a "fresh set of eyes" that we change the audit manager and senior accountant on your engagement. This will provide the Town a new perspective in that the new team will have to learn how the Town operates and processes transactions. Questions will be asked from an unbiased perspective which will provide management and the Town Council confidence that they continue to receive thorough and quality audit services. We have used this approach with several of our clients with great success and a continued high level of service.

I would ask that the Town consider a two or three year appointment since this change in staff would have an impact on our efficiency in the first year.

If this will be acceptable to the Town, please let me know and I will send you an engagement letter.

It has been a pleasure working with the Town and your staff in the past and we look forward to the opportunity to continue to do so.

Please call me with any questions you may have.

Sincerely,

Joseph Centofanti, CPA, CFE, CGFM  
Member of the Firm



**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:** April 11, 2005  
**Re:** Clean Energy

---

**Subject Matter/Background**

Council member Koehn had requested that this item be placed on the agenda, and it was tabled at the last meeting.

As explained in the attached materials, the Connecticut Clean Energy Fund and SmartPower have teamed up to establish various clean energy programs, such as the "20% x 2010 Clean Energy Campaign" and the "Clean Energy Communities Program." The purpose of these programs is to encourage and to assist municipalities with the purchase and support of clean energy.

Town staff has recently met with representatives from SmartPower to determine how Mansfield could participate in this exciting program. Prior to this meeting, we had entered into a three-year contract to purchase electricity through a co-op sponsored by the Connecticut Conference of Municipalities, and that contract does not yet allow for the purchase of clean energy. However, we have learned that the town could still participate in these programs through the purchase of clean energy credits, and other activities that support clean energy. We are now waiting on a recommendation from SmartPower that will detail how Mansfield could best participate in these clean energy programs.

**Financial Impact**

The recommendation from SmartPower will provide an estimated financial impact regarding the town's participation in various clean energy activities.

**Recommendation**

Until we receive the information from SmartPower, we do not believe that town is in a position to act on this item. Consequently, staff suggests that the council refrain from taking any action until we have a clear recommendation as to how we should best proceed.

**Attachments**

- 1) 20% x 2010 Clean Energy Program
- 2) Connecticut's Clean Energy Communities
- 3) Various Articles re Clean Energy and Green Power



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Hartford, CT 06103

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**Call us at (860) 249-7040**

## 20% x 2010 Clean Energy Campaign

Clean Energy! It's Real – It's Here – It's Working! Let's Make More!

### What is the 20% x 2010 Clean Energy Campaign?

The SmartPower 20% by 2010 Clean Energy Campaign is our challenge to cities and towns, faith communities, colleges and universities, and businesses. Through the 20% by 2010 Campaign we will help prove to all Connecticut citizens – and to the nation – that clean energy is real, it's here, and it's working!

It's undeniable, that clean energy today continues to demand a premium price. It's for this reason that we are only asking for 20% clean energy by 2010. We're not demanding 100% *tomorrow*. All we're asking is 20% by 2010. This allows for a gradual ratcheting up of the clean energy purchase – and allows for long term budgeting for those who commit to the program.

The SmartPower 20% x 2010 Clean Energy Campaign is quickly becoming one of the quickest and easiest ways for cities and towns to become true leaders in building a clean energy market. When a city or town commits to the 20% x 2010 Clean Energy Campaign, they are sending a strong signal to the market that we need clean energy for the long term. **Their pledge helps build the clean energy market today!**



**CLEAN ENERGY. LET'S MAKE MORE.**

### How Does My City or Town Join the 20% x 2010 Clean Energy Campaign?

- The Board of Selectmen, City Council or Board of Aldermen pass a resolution committing your town to the 20% x 2010 Clean Energy Campaign.
- Or the Mayor or First Selectman of your city or town issues a proclamation committing the town to 20% by 2010.
- Call SmartPower at 860-249-7040 to be connected to experts at Environment Northeast and the Clean Water Fund who can help your town budget out the costs and details of implementation.
- Work with SmartPower to arrange a media event for your town officials announcing the commitment to 20% by 2010!

### What are Connecticut's Leaders Saying?

- "Embracing clean energy is an important step for all of our communities. It's an investment in the state's economy, in cleaner, healthier communities and in promoting a secure energy supply for the state. Clean energy is real, it's here and it's working for Connecticut"  
- Susan Bransfield, First Selectwoman, Town of Portland

- "We think it is a challenge [20% x 2010] that we will accomplish, and we are inviting other communities and consumers to join us. Even more significant is that I feel the cities and places that will be competitive – will be those that focus on clean air and clean water."

- John DeStefano Jr., Mayor, City of New Haven

- "The quickest path to cleaner air and reducing America's dependence on foreign oil is to increase demand for non-polluting electric power made from cleaner, renewable resources such as wind, solar, and fuel cell power."

- John Rowland, Governor, State of Connecticut



999 West Street  
Rocky Hill, CT 06067  
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Fax 860.563.6978

#### To Learn More

Visit [www.ctcleanenergy.com](http://www.ctcleanenergy.com)

Write us at [cefinfo@ctinnovations.com](mailto:cefinfo@ctinnovations.com)

# Connecticut's Clean Energy Communities

## A Program to Assist Connecticut Communities Support and Purchase Clean Energy

### What is the Connecticut Clean Energy Communities Program?

The Clean Energy Communities Program is a partnership between the Connecticut Clean Energy Fund and SmartPower, whose purpose is to assist communities in the purchase and support of clean energy.

Already, cities and towns throughout the state have committed themselves to clean energy campaigns, reducing greenhouse gas emissions and finding alternative solutions for reducing their footprint on the environment. This program is designed to provide communities that make this commitment with opportunities to purchase and support clean energy at no cost by making the purchase of clean energy a viable and attractive option for both businesses and residents.

Connecticut's Clean Energy Communities Program provides qualified cities and towns free clean energy systems (solar photovoltaic). By encouraging local businesses and residents to sign-up for the CT clean energy choice option (offered by Connecticut Light & Power and United Illuminating), your city or town could earn free clean energy systems.

### Who should be interested in this program?

Mayors and First Selectmen  
Town and City Managers  
Public Works Directors  
Economic Development Managers  
Municipal and School Facilities Directors  
Community-Based Organizations  
Connecticut Households  
Local Environmental Advocates and Leaders

### How do you qualify for this program? Free Clean Energy – Easy as 1-2-3!

For Connecticut communities to qualify for this program, they will need to meet the following requirements (in order):

1. **Commit** to the 20% by 2010 Clean Energy Campaign led by SmartPower.
2. **Sign-up** local businesses to the CT clean energy choice option offered by CL&P and UI. The lesser of every:
  - (1) 100 sign-ups,
  - (2) 1 GWh of clean energy demand created, or
  - (3) every 10 percent of households in a community, earns a free 1 kW clean energy system (\$10,000 minimum value).
3. **Commit** to allocating 100% of the electricity savings resulting from the installation of the clean energy system to additional town purchases of clean energy.

### What are the benefits of this program?

The community benefits provided by this program include:

- No cost option for Connecticut cities and towns to support and purchase clean energy
- Reduces electricity demand on the state's transmission and distribution system through the installation of on-site clean energy systems
- Reduces emission of harmful environmental pollutants including greenhouse gases that cause global warming
- Supports energy independence through the use of locally-produced sustainable energy resources

... Assembly?

...aul a ...

# Join The Clean Power Circuit

**P**ortland has set a positive example for other towns by formally committing to buying 20 percent of its municipal power from clean sources by 2010.

The town joins New Haven and the state, which earlier this year each made the same 20 percent by 2010 commitment to purchase power from wind, solar, hydropower and similar non-polluting sources. Environmental activists are pushing other towns, including West Hartford, to join a growing movement behind renewable energy.

Portland selectmen voted 7-0 for a resolution noting the town's proximity to a "Sooty Six" power plant in Middletown. The measure also pointed out that 10,000 children and adults in Middlesex County suffer from asthma, which has been linked to dirty power plant emissions.

Portland will begin its clean energy purchases next year. Because renewable energy is an infant industry, the power costs slightly more.

The town will pay a premium of roughly \$7,000 in 2010 to heat, cool and light its buildings.

The innovative plan works like this: Portland will purchase so-called renewable energy certificates, which provide cash to help pay the cost of generating clean power, which is then added to the electricity grid.

Beginning early next year, the state's electricity customers will get a chance to join the movement by choosing a "green power" option.

As an incentive to local governments, the Connecticut Clean Energy Fund will provide free solar photovoltaic power panels to towns that make the

20/10 commitment and where at least 100 residents sign up for the green power option.

During the past year, Connecticut has been in the forefront of efforts to hasten the switch from coal, oil and natural gas toward non-polluting sources. Harmful emissions have impaired residents' health and contributed to worsening global warming.

## OUR TOWNS



GREATERTOWN  
HARTFORD

## Comparing Green Power Offers

Connecticut electric customers interested in "green," or renewable power will have broader choices, beginning April 1.

	SUPPLIER	PERCENT RENEWABLE	GENERATION RATE: CENTS PER KWH	PRICE DIFFERENCE FROM CL&P STANDARD OFFER	REQUIREMENTS	MORE INFORMATION
CL&P Standard Offer	Multiple	4.5%	6.635	NA	In CL&P service area	(800) 286-2000 www.cl-p.com
CT Clean Energy Options	Sterling Planet	50% or 100%	7.785	1.15 cents more per kwh, or 17%*	Not available to municipal utility customers	(877) 457-2306 www.sterlingplanet.com
CT Clean Energy Options	Community Engy	50% or 100%	7.935	1.3 cents more per kwh, or 19.6%*	Not available to municipal utility customers	(866) 946-3123 www.newwindenergy.com
Levco Tech 100% Renewable Program	Dominion Retail	100%	6.635	None	Existing CL&P customers without electric heat	(800) 400-5574 www.levcoenergy.com
Levco Tech Savings	Dominion Retail	4.50%	6.299	0.336 cents less per kwh, or 5%	Existing CL&P customers without electric heat	(800) 400-5574 www.levcoenergy.com

\* Capped prices for Sterling Planet and Community Energy; actual price may be lower

SOURCES: Community Energy Inc.; Connecticut Light & Power; Levco Tech; Sterling Planet; Connecticut Department of Public Utility Control

# courant.com

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<http://www.courant.com/business/hc-greenpower0304.artmar04,0,4477339.story>

## Green Power Options Starting

### Range Of Choices In Energy Offered

By STACY WONG  
Courant Staff Writer

March 4 2005

For the past two years Connecticut residents interested in renewable energy had to search hard to find companies - all of them out of state - that would sell them electricity generated by wind, water, sun, biomass or landfill gas.

That will change April 1 when the state's new Ct Clean Energy Options program starts.

With new suppliers and prices disclosed Thursday by the state Department of Public Utility Control, the program will enable consumers to buy renewable energy at a premium over what they are currently charged by Connecticut Light & Power or United Illuminating.

For the typical residential customer, the cost will be a few extra dollars a month, depending on the supplier and the option chosen. Combined with a new renewable energy option offered separately by Levco Tech, the state's only competitive residential electric supplier, the new program gives consumers a range of choices where there had been none just a month ago.

"This is big," said Jonathan Edwards, spokesman for SmartPower, a Hartford-based, not-for-profit group supporting renewable energy. "I think this thing will be wildly popular."

Connecticut has not had companies trying to sign up residential renewable energy customers since 2003 when the Green Mountain Energy stopped doing business in the state. The Connecticut Energy Co-op closed in 2002. Most companies selling renewables have targeted larger customers such as colleges or municipalities.

Under the new three-year Connecticut program, Sterling Planet of Atlanta, Ga. and Community Energy Inc., of Wayne, Penn. will offer customers the option of having half or all of their electricity generated by renewable sources.

Sterling Planet's price is capped at 1.15 cents per kilowatt hour above the generation charges billed by the utilities, and Community Energy's price is capped at 1.3 cents. The capped price means the companies have agreed not to exceed that price, and they might end up charging less when they begin marketing next month.

For a typical CL&P customer using 500 kilowatt hours of electricity a month, the extra charges would come to \$5.75 to \$6.50 a month at the maximum price. Customers choosing the 50 percent would pay half those amounts.

The companies buy their power from a variety of power producers that include low impact hydroelectric plants, wind farms and landfill gas operations. The companies must sign up at least 2,000 customers each to satisfy state regulators, and company officials said they are confident they will.

Connecticut, they said, has a wealthy and educated population that can afford to pay a little more each month if it means reducing the nation's dependence on fossil fuels. They said they think they will make their minimum sign up requirements despite higher electricity supply costs in recent years that have meant price increases at the state's utilities.

"We like to be cautiously optimistic the stars are aligning to (make Connecticut) one of the best markets in the country," said Robert Maddox, northeast regional manager for Sterling Planet.

This is the first real push into the state's residential market for Sterling Planet and Community Energy, which have been selling renewable energy credits, commonly called "green tags," to larger customers such as the Yale School of Forestry and the City of New Haven.

Marketing for the program is expected to begin next month with utility bill inserts, public television and radio public service ads by SmartPower, and separate marketing efforts such as speaking engagements by the individual companies.

Consumers will be able to compare options based on price, amount of renewables in the mix and power sources. Edwards said the source of the electricity is important to some consumers.

"Starbucks is more expensive than Dunkin Donuts. It's still just coffee, but to some people it's important where the coffee comes from," he said. "To others, it's just a cost factor."

Roger Koonz, senior attorney and lobbyist at the not-for-profit energy group Environment Northeast, said he wants to learn more about each option before he makes a choice.

"Personally I would probably support resources that are the newest, and need support in developing, like wind," he said. "But all of them accomplish the mission, which is to offset fossil fuel generation."

Edwards said the power source mix could be important in comparing the new offerings with Levco's renewable option.

Norwalk-based Levco offers customers 100 percent renewable energy through Dominion Retail at no premium over CL&P's rates. However, the product mix contains much more of the less desirable - and thus cheaper - class two renewable power sources such as trash to energy facilities and older biomass facilities.

By comparison, Community Energy's option is fueled mostly by more expensive class I sources such as new wind generators.

Edwards said consumers need to examine the prices and options and choose whatever they feel best fits their conscience and wallet.

"It's so subjective ... in terms of what is most important to you as a consumer. It's your perspective," he said.

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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:** April 11, 2005  
**Re:** Sustainability

---

**Subject Matter/Background**

At the special meeting on December 20, 2004, the town council directed 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.

Staff has prepared the attached inventory (Sustainability Focus Listing) for the council's review and comment, and will be available at Monday's meeting to address any questions that the council may have. As indicated, we do believe that Mansfield has a number of initiatives underway that help to promote sustainability. While we take pride in our accomplishments to date, we do plan to continue to make progress in this important area.

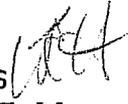
**Recommendation**

Staff recommends that we now move forward to prioritize various initiatives relating to sustainability. We do not believe that we need a formal motion on this item, but please let us know how you wish to proceed.

**Attachments**

- 1) Town of Mansfield Sustainability Focus Listing

TOWN OF MANSFIELD  
MEMORANDUM  
3/30/05

TO: Martin H. Berliner, Town Manager  
FROM: Lon R. Hultgren, Director of Public Works   
**RE: Sustainability Worksheet for Mansfield**

As per Council's suggestion, the Town Planner, Assistant Town Manager, Recycling Coordinator and I have compiled a worksheet that documents existing and potential Town programs and focus areas related to "sustainability". A draft of this worksheet is attached for you to share with others and the Council.

As the worksheet shows, Mansfield has a number of programs directly related to the sustainability issue, including an active effort by the Town Planner and Planning and Zoning Commission to revise the Town's Plan of Conservation and Development to incorporate many sustainability concepts. Additionally, the Town has been active in preserving open space, protecting natural resources and conserving energy - - all of which are at the core of keeping a community in harmony with its resources.

The worksheet identifies some of the barriers to some of these programs that both Town staff and elected officials can work to overcome. This can be summarized in two areas:

- A. Financing and budgeting for local programs and policies that promote sustainability but may involve higher initial costs (as listed on the worksheet).
- B. Working to change Federal and State laws, programs and policies to promote sustainability. National and State policies and funding directly effect Mansfield's ability to implement sustainable programs.

Staff stands ready to assist you and the Council in reviewing, modifying where appropriate and implementing programs that promote "sustainability".

cc: Matthew W. Hart, Assistant Town Manager  
Gregory J. Padick, Town Planner  
Virginia Walton, Recycling Coordinator  
file

attach: two page worksheet

	Sustainability Focus Listing	without compromising the ability of future generations to meet their needs"		LRH, VW, GP, MH
own Area or Function	Lead Department or Town Unit	Program Description and applicability or benefit (Bold text indicates not fully implemented as of 4/1/05)	Future Programs/Focus Issues	Road Blocks and Limiting Factors
regulate location/character of development to promote energy efficiency and resource conservation.	Planning/PZC	Plan of Cons.& Develop.; Zoning Map/Regs. Designed to 1. focus development into areas with existing/potential public infrastructure and minimize development in areas with important natural resources (example: Storrs Center downtown project); 2. Promote solar access/energy efficient designs;	1. 2005 Plan of Cons. & Develop.update/subsequent Zoning Map&Regulations revisions; 2. Coordinate local initiatives with State&Regional plans and UConn Master Plan; 3. Plan for appropriate infrastructure improvements,particularly sewer&water	1. Limitations on Statutory Authority; 2. Costs of expanding/maintaining infrastructure
Open space/farmland conservation	TC/PZC/OSPC/AgC/Planning/Parks & Recreation	<b>1. Purchase important open space/agricultural parcels; 2. Require dedications in conjunction with new development; 3. Implement land management plans that protect natural systems and control invasive plants.</b>	1. Review/update selection criteria; 2. Continue to seek grant assistance; 3. Program expansion (local bond issue)	1. High cost of land; 2. Reduced Federal & State grants; 3. Town budget limitations.
Regulating environmental impact/protecting natural resource systems	PZC/IWA/CC/Planning/Public Works	1. IWA/PZC Regs./application reviews/enforcement designed to minimize impacts on wetlands/watercourses/water supply watersheds/flood hazard areas; 2. Subdivision/Zoning Regs recently revised to provide increased flexibility to locate new development& to promote use of native species for new landscaping	1. Update/refine land use Regs to help reduce impacts on natural resources; 2. Implement State aquifer protection regs; 3. Review/refine Public Works standards/specifications for roads/drainage to help reduce environmental impact	1. Limitations on Statutory Authority; 2. Costs of expanding/maintaining infrastructure
New Town Buildings	Building	Use of Leadership in Energy and Environmental Design (LEED) guidelines is now Town policy	Require LEED certification	Higher initial cost (recovered in operating cost savings over the life of the building)
Infrastructure/maintenance	Public Works	Maintain roads, bridges, parks, sewers, water lines, storm drains and equipment so as not to defer large maintenance costs to the future. <b>Prepare long-range (20 yrs+) capital maintenance programs for each group of facilities.</b>	Institute management/accountability systems to assure effective maintenance occurs and is not deferred; utilize environmental friendly processes and materials in maintenance efforts.	1. Staff and actual maintenance costs; 2. Town budget limitations; 3. Reduced Fed & State aid.
Infrastructure/budgeting accounting	Finance/Town Manager's Office	GASB 34 implemented to assure inter-period equity in caring for Town assets.	Use full cost accounting considering long-term and environmental factors in all Town budgets	
Waste Collection	Public Works/Solid Waste Advisory Committee	Pay as you throw system since 1990	Continue PAYT system, possibly with pre-paid bags	Public Acceptance

Waste Disposal	Public Works/Solid Waste Advisory Committee	Minimize waste production; recover energy from solid waste; compost food wastes (schools & backyards)	1. Improve EO Smith recycling program; 2. Participate in the development of a construction reuse center in CT	School cooperation
Reuse and Recycling	Public Works/Solid Waste Advisory Committee/Town Clerk	Promote recycling and reuse of materials throughout Mansfield; active in MidNEROC and regional paper recycling project	1. Work (through zoning) to require recycling space in new construction; 2. Increase items to be recycled as markets develop; 3. Participate in Downtown Center development to incorporate adequate recycling infrastructure; 4. Advocate for stronger State recycling infrastructure; 5. Participate in the development of a construction reuse center in CT; 6. Reduce Town Dept's paper requirements through records retention initiative and the use of technology; 7. Continue to promote low-waste community events.	Cost; <i>Better coordination with planning and zoning</i>
Leasing	Finance	<b>Purchase energy efficient equipment and appliances as well as goods made from post-consumer recycled materials</b>	Increase as more recycled materials and products become available	1. Higher cost for some products; 2. Town budget limitations; 3. Quality control.
Energy Use -- buildings	Building Maint	Converted Middle School from strip electric heat to heat pumps and MMS gymnasium from electric heat to propane; re-lamped all Town buildings with energy efficient lights. Installed energy management systems in all Town buildings; dual-fuel systems in Town buildings	Upgrade energy management systems; implement PV electrics/biodiesel heating; conversion of remainder of MMS heating systems from electric to fossil fuel	Capital cost of improvements/Town budget limitations
Energy Use -- streetlights	Public Works	<b>Begin audit of existing streetlights under Town jurisdiction</b>	Make recommendations for more appropriate/energy efficient lighting. Eliminate some lights that are no longer warranted.	Staff time/ CL&P cooperation
Energy Use -- vehicles	Public Works	Recent hybrid vehicle purchase	Additional alt-fuel and higher MPG vehicles	Higher first cost
Energy Source -- Town Utilities	Finance/Building Maint	<b>Purchase from renewable energy sources</b>	Select renewable energy vendor as available	Higher cost and availability of green energy vendor
Public Transportation	Transportation Advisory Committee/Social Service Dept.	Support WRTD, Dial-a-Ride, fare-free programs; ride share programs	Regional transportation issues; UConn; volunteer driver program, Senior Center van	1. Town budget limitations; 2. Regional cooperation; 3. Individual vehicle culture.
Transportation Policy/Modes	Transportation Advisory Comm/DPW	Construct bike and pedestrian facilities in accordance with Town bikeway/walkway plans. <b>Plan for and build additional bicycle and pedestrian facilities</b>	1. Expand walkway/bikeways(example: improved access to Storrs Downtown/other high density areas)	Town budget limitations
Education (children)	Public Works/Solid Waste Advisory Committee	<b>School programs focused on recycling, composting, waste prevention, household hazardous waste</b>	Expand frequency of programs to all schools.	Staff time/ school staff cooperation

Committee	information focused on recycling, composting, waste prevention, household hazardous waste. Composting workshops and programs on household hazardous waste	work with UConn to change the norm of the student population using community-based social marketing techniques	Cooperation from UConn; cost; staff time
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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; Linda Patenaude, Capital Projects and Personnel Assistant  
**Date:** April 11, 2005  
**Re:** Applications to Department of Economic and Community Development for Small Cities Program Funds

---

**Subject Matter/Background**

During the recent public hearing on this topic, we have discussed four potential applications to the Small Cities Community Development Program:

- 1) To assist with the development of a business incubator in partnership with UConn at the Depot Campus;
- 2) To assist with the implementation of a housing code in Mansfield;
- 3) To assist the Mansfield Housing Authority with the installation of accessible showers in a number of its units; and
- 4) To assist the residents of White Oak Condominiums with the installation of an improved septic system.

At this point, staff is ready to proceed with a pre-application for the business incubator project, and to use program income to assist the housing authority with its project. We are not yet ready to proceed with the housing code, but may return with that item at a later date. With regard to the White Oak project, our Small Cities program consultant is working with the management of the association to determine whether they would have a viable application.

**Financial Impact**

There is no cost to the town to prepare the pre-application.

**Recommendation**

Staff recommends that the council authorize staff to proceed with the preparation of a pre-application for the business incubator project, and to utilize program income to fund the accessibility project at the housing authority.

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

*Move, effective April 11, 2005, to authorize staff to proceed with the preparation of a pre-application to the Small Cities Community Development Program to provide funding to establish a business incubator project in partnership with the University of Connecticut, and to utilize \$60,000 in Housing Rehabilitation Program income to fund the accessibility project at the Mansfield Housing Authority.*

**Attachments**

- 1) Draft Correspondence to DECD re: Program Income Request – Housing Authority  
ADA

April 7, 2005

Mr. Bruce Sheridan  
State of Connecticut DECD  
505 Hudson Street  
Hartford, CT 06106

Re: Program Income Request – Housing Authority ADA

Dear Mr. Sheridan,

This is to formally request your Department's concurrence in the use of up to \$60,000 of Housing Rehabilitation Program Income to assist the Mansfield Housing Authority improve handicap accessibility for the elderly occupants of Wright's Village, a 40 unit State-assisted senior housing complex.

The Housing Authority has identified, through input from their occupants and an evaluation of their units, the need to replace approximately 12-15 of the existing conventional tubs with handicap accessible shower units.

Given the age of the population and the mobility limitations of many of the occupants as well as the fact many of the tenants have been in occupancy for years and "aged" in place, the Authority has identified this as a significant need that needs to be addressed in order to improve the quality of life and housing for these elderly lower income residents.

While not practical or required for all 40 units at the complex the Authority has requested Town assistance for 12 – 15 of the units through CDBG to meet this need.

The \$60,000 cost estimate is based on preliminary costs obtained by the Authority. The Town does not believe a new grant Application for this Project is appropriate and requests your concurrence in use up to \$60,000 of its existing Housing Rehabilitation Loan Repayments for this activity.

The Town currently has approximately \$200,000. Approximately \$65,000 is encumbered for three projects now in the processing pipeline and with continuing outreach and advertising projects are routinely received by the Town every month.

The Town anticipates that current and future Housing Rehab Loan Repayments will be sufficient to meet future housing rehab needs and, as discussed with your office, anticipates returning the funds in our current CDBG grant since it is unlikely we would be able to expend all of the Loan Repayment funds by the end of the grant's budget period on June 30, 2005.

The use of the Program Income for the ADA improvements at the Authority is consistent with the State's Con Plan and State Plan on Aging as well as the Long Range Housing Plan.

With your concurrence of the request the Town will prepare an ERR and Subrecipient Agreement for this activity, and will, of course, use appropriate procurement procedures in the award of the work.

A public hearing was advertised and held following DECD publication requirements. Copies of the public hearing notice and minutes are attached.

We believe this project is an appropriate and effective use of our Program Income, is consistent with State and Federal policy and requirements and will significantly improve the quality of life and housing for the elderly residents of this complex.

Please do not hesitate to call if you have any questions or need any additional information.

We urge your favorable consideration of this request.

Very truly yours,

Martin Berliner  
Town Manager

MB/  
Enclosures

Cc: Kate Forcier  
Laurence Wagner  
(anybody else??)



**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** *Martin Berliner*  
Martin Berliner, Town Manager  
**CC:** Matt Hart, Assistant Town Manager  
**Date:** April 11, 2005  
**Re:** Presentation – Reynolds School Project

---

**Subject Matter/Background**

Superintendent Bruce Silva from Region 19 will be coming in to make a presentation to the council regarding the Reynolds School project. Staff recommends that the town council move this item up in the order of business to follow the public hearings.

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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; Walter Topliff, Town Assessor  
**Date:** April 11, 2005  
**Re:** An Act Concerning a Property Tax Exemption for Certain Farm Buildings

---

**Subject Matter/Background**

In 2003, the General Assembly adopted legislation to allow municipalities to provide a property tax exemption for certain farm buildings. This could be an important public policy initiative in Mansfield to help promote agriculture.

**Financial Impact**

I have consulted with the assessor and we think the financial impact of the exemption, if implemented, would be limited in aggregate.

**Recommendation**

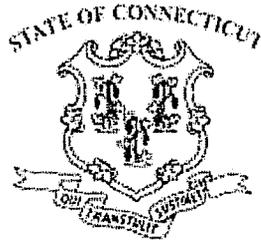
Staff recommends that the town council refer this matter to the agriculture and open space advisory committees for review.

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

*Move, effective April 11, 2005, to refer consideration of the property tax exemption detailed in Public Act 03-234, "An Act Concerning a Property Tax Exemption for Certain Farm Buildings," to the agriculture and open space advisory committees to review and comment.*

**Attachments**

- 1) Public Act 03-234, "An Act Concerning a Property Tax Exemption for Certain Farm Buildings"



**House Bill No. 5215**

**Public Act No. 03-234**

**AN ACT CONCERNING A PROPERTY TAX EXEMPTION FOR CERTAIN FARM BUILDINGS.**

Be it enacted by the Senate and House of Representatives in General Assembly convened:

Section 1. Section 12-91 of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2003*):

(a) All farm machinery, except motor vehicles, as defined in section 14-1, to the value of one hundred thousand dollars, any horse or pony which is actually and exclusively used in farming, as defined in section 1-1, when owned and kept in this state by, or when held in trust for, any farmer or group of farmers operating as a unit, a partnership or a corporation, a majority of the stock of which corporation is held by members of a family actively engaged in farm operations, shall be exempt from local property taxation; provided each such farmer, whether operating individually or as one of a group, partnership or corporation, shall qualify for such exemption in accordance with the standards set forth in subsection [(c)] (d) of this section for the assessment year for which such exemption is sought. Only one such exemption shall be allowed to each such farmer, group of farmers, partnership or corporation. Subdivision (38) of section 12-81 shall not apply to any person, group, partnership or corporation receiving the exemption provided for in this subsection.

(b) Any municipality, upon approval by its legislative body, may provide an additional exemption from property tax for such machinery to the extent of an additional assessed value of one hundred thousand dollars. Any such exemption shall be subject to the same limitations as the exemption provided under subsection (a) of this section and the application and qualification process provided in subsection [(c)] (d) of this section.

(c) Any municipality, upon approval by its legislative body, may provide an exemption from property tax for any building, to the extent of an assessed value of one hundred thousand dollars, used actually and exclusively in farming, as defined in section 1-1. Such exemption shall not apply to any residence of such farmer and shall be subject to the application and qualification process provided in subsection (d) of this section.

[(c)] (d) Annually, within thirty days after the assessment date in each town, city or borough, each such individual farmer, group of farmers, partnership or corporation shall make written

application for the exemption provided for in subsection (a) of this section to the assessor or board of assessors in the town in which such farm is located, including therewith a notarized affidavit certifying that such farmer, individually or as part of a group, partnership or corporation, derived at least fifteen thousand dollars in gross sales from such farming operation, or incurred at least fifteen thousand dollars in expenses related to such farming operation, with respect to the most recently completed taxable year of such farmer prior to the commencement of the assessment year for which such application is made, on forms to be prescribed by the Commissioner of Agriculture. Failure to file such application in said manner and form within the time limit prescribed shall be considered a waiver of the right to such exemption for the assessment year. Any person aggrieved by any action of the assessors shall have the same rights and remedies for appeal and relief as are provided in the general statutes for taxpayers claiming to be aggrieved by the doings of the assessors or board of assessment appeals.

Approved July 9, 2003

Dan.mcguire@lebanontownhall.org; albert@townofwindsorct.com; dtrinks@infionline.net; mayor-wolcott@snet.net; amarrella@ci.woodbridge.ct.us; anders0n@snet.net; dvery@snet.net

**Subject:** Abatement of Property Taxes for Farm Buildings (Public Act 03-234) - YOUR REPLY NEEDED

**Importance:** High

Dear Mayors, First Selectmen, Town/City Managers, and Council Chairmen:

Public Act 03-234 authorizes a municipality, with the approval of its legislative body, to exempt from property tax up to \$100,000 of the assessed value of any building actually and exclusively used in farming. The exemption does not apply to the farmers' homes.

To assist us in our lobbying efforts, **CCM would like to know if your municipality has adopted such an ordinance. Please respond via email by March 1, 2005.**

If yes, ***please provide the details*** on your ordinance. It would be helpful if you could also have ***a copy mailed to me*** at the address below.

Thank you very much for your assistance and prompt reply.

Kachina Walsh-Weaver

Legislative Associate

Connecticut Conference of Municipalities

900 Chapel Street, Ninth Floor

New Haven, CT 06510-2807

Phone (203) 498-3026

Cell (203) 710-9525

Fax (203) 562-6314



**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** *Martin Berliner*  
Martin Berliner, Town Manager  
**CC:** Matt Hart, Assistant Town Manager  
**Date:** April 11, 2005  
**Re:** Committee on Community Quality of Life – Committee Report

---

**Subject Matter/Background**

Attached you will find the report prepared by the town council's committee on community quality of life.

**Recommendation**

The committee recommends that the council accept the report, and schedule a public hearing to solicit public comment regarding the document. The committee has also directed staff to schedule a public presentation on the UConn campus to receive feedback from the university community, and to share the report with various town advisory committees.

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

*Move, to schedule a public hearing at 7:30 p.m. at the town council's regular meeting on April 25, 2005, to solicit public comment regarding the report issued by the committee on community quality of life.*

**Attachments**

- 1) Committee Report



# TOWN OF MANSFIELD

## TOWN COUNCIL

Special Committee on Community Quality of Life

## COMMITTEE REPORT

### Committee Members

Bruce Clouette, Chair

Alison Whitham Blair

Alan Hawkins

April 2005

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## EXECUTIVE SUMMARY

This report, issued by the Mansfield Town Council's Special Committee on Community Quality of Life, presents recommendations designed to mitigate the negative impact of the University of Connecticut's annual spring weekend event and related quality of life issues upon the community.

Spring weekend at the University of Connecticut traditionally occurs in late April prior to the final week of classes. The weekend normally consists of a few sanctioned university activities, in addition to various unsanctioned events attracting large numbers of young people and featuring behaviors such as public intoxication, underage drinking, fighting and other violence, and property destruction. More recently, the community has also experienced other large parties and gatherings during warm weekends throughout the fall and spring, and these parties have been accompanied by much of the same problem behavior associated with spring weekend.

The occurrence of spring weekend and other problem behavior throughout the year places a considerable strain upon local, regional, state and university public safety and emergency services resources. Furthermore, the committee finds that these events and activities negatively impact the quality of life for the community as a whole, and adversely affect the reputation of the town, the university and the student body. While the town, state and university staff members are working very hard to "manage" and to "contain" spring weekend, the committee believes that the community needs to be more proactive and to place greater emphasis on correcting the systemic conditions and causes leading to the problem behavior.

These systemic causes and conditions are several, and include substance abuse, the history and culture behind spring weekend, and the decline of the Hunting Lodge Road/Carriage House Drive/Celeron Square neighborhood that is the traditional site of spring weekend. As the neighborhood has turned over to rental units, it has become more prone to certain environmental conditions, such as noise, litter and the deterioration of the properties, and has become a more attractive site for outdoor parties and rowdy behavior.

The committee has prepared the following list of goals that are geared toward correcting the problem behavior associated with spring weekend and other large parties, and are also designed to address the general deterioration of the neighborhood and related quality of life concerns:

1. Promote and maintain a safe and healthy environment for the community, including the student body.
2. Mitigate the impact of spring weekend and other problem behavior upon the community by eliminating or dramatically reducing violence, alcohol and drug violations, injuries to persons, damage to property, and other related nuisances.
3. Dramatically reduce and control nuisance behavior such as noise, littering and vandalism plaguing the Hunting Lodge Road neighborhood in the vicinity of Carriage House and Celeron Square Apartments.
4. Encourage and promote positive relations between students living off-campus and their neighbors. Help to foster a positive "student experience" for those attending the state's flagship university.
5. Reduce substance abuse in the community. Encourage students and others to "party smart," without harm to themselves and to other people.
6. Protect the safety of tenants and improve and maintain the quality of rental housing in town.

7. Reduce and control the impact of large parties and problem behavior upon municipal, regional, state and university public safety and emergency services. Ensure that there is an adequate level of public safety and emergency services available to meet the needs of the community at all times.
8. Establish and maintain regular relations between town, state and university staff and public safety agencies to address issues relating to off-campus housing and other student activities.
9. Help residents to maintain property values in areas of town populated with and adjacent to rental housing.

Working off the identified set of goals, the committee has also developed a number of strategies designed to help achieve those objectives. Some of the strategies could be coordinated primarily by the town, while others are designed to be pursued in partnership with the university. The list of recommended strategies is as follows:

### **Town of Mansfield Strategies**

1. Increase law enforcement presence in affected areas of town, to build good working relationships with residents (including students), to enforce the criminal code and town ordinances, and to maintain public order.
2. Work with the management of Carriage House, Celeron Square and other landlords to discourage problem tenant behavior, and to make their premises a less attractive location for large parties.
3. Increase and maintain enforcement of zoning regulations, to ensure proper levels of unit occupancy and to improve and maintain the physical condition of rental properties.
4. Develop and implement various nuisance abatement ordinances and regulations, to assist with law enforcement activities, to protect public health, to improve and maintain the physical appearance of properties, and to maintain property values in neighborhoods.
5. Develop and implement a housing code for certain types or all residential rental property in town to protect the safety of tenants and to improve and maintain the quality of rental housing in the community.
6. Develop and implement a licensing procedure for rental properties to track the development and number of rental units in town, to monitor compliance with the housing and fire codes, and to raise revenue for code enforcement activities.
7. Produce and distribute a model lease and fact sheet for landlords and tenants to promote positive relations, to discourage problem behavior among tenants and to protect the rights of both parties.

### **Joint Town of Mansfield/University of Connecticut Strategies**

1. Develop and maintain regular contacts between town, state and university staff and public safety agencies to work cooperatively to address public safety and quality of life issues concerning off-campus housing.
2. Promote and support the efforts of the new community-campus partnership on substance abuse, which is designed to reduce and control substance abuse within the community.
3. Conduct meetings with senior state and university law enforcement personnel, and the university administration, to discuss and to develop means to mitigate the impact of spring weekend and related problem behavior upon the Mansfield community as a whole.
4. Develop a means to ensure that there is an adequate level of public safety and emergency services available to meet the needs of the community at all times.
5. Partner with the university to create a position of community liaison coordinator (CLC) responsible for developing, coordinating and implementing any number of programs to promote positive

relations between students residing off-campus and the community, and to educate students about the importance of being “good neighbors.”

6. As part of the proposed center for off-campus services, develop and implement an off-campus housing certification program to promote the establishment of quality rental housing, to assist students with locating quality housing, and to help landlords market rental properties to students.
7. Examine the feasibility of partnering with the university to extend water and sewer to promote density and off-campus housing in the Hunting Lodge Road/Carriage House Drive/Celeron Square neighborhood and other areas adjacent to the university.

In summary, spring weekend and the other parties and problem behavior that occur throughout the year have become too significant a burden for the community to bear. Therefore, it is key that the town emphasize that it is in the interest of all stakeholders and the entire community to address the situation and to correct the systemic causes behind this problem behavior. Once this report has been finalized, the committee recommends that the town council direct the town manager to approach the university to determine its interest in partnering with the town on some or all of these proposals. If the university wishes to participate, the town manager and the university administration should assemble a joint staff committee to design an appropriate action plan, and to begin work to implement the recommendations outlined herein.

## INTRODUCTION

The members of the special committee on community quality of life are pleased to present this report to the Mansfield Town Council and the community.

The town council established the special committee on community quality of life in July 2004, following the staff report issued regarding last year's University of Connecticut Spring Weekend. The council has long monitored spring weekend, and the event has been a recurring agenda item at council meetings over the past few years.

The council charged the special committee with developing recommendations to address and to mitigate the impact of spring weekend and related quality of life issues upon the community. The committee is comprised of council members Bruce Clouette (appointed as chair), Alison Whitham-Blair and Alan Hawkins, and receives staff support from the town manager and assistant town manager. Mayor Elizabeth Paterson and Council member Helen Koehn have been present at most of the committee meetings, and have been very engaged in the proceedings. The committee meetings are open to the public, and a few members of the public have attended. Mr. Robert "Bob" Cook, a local resident, is a regular attendee and has contributed significantly to the committee's work.

This report sets out the observations of the committee, as well as a series of recommended goals and strategies that the town could pursue on its own or in partnership with the university and other stakeholders to improve the present situation.

## OBSERVATIONS AND FINDINGS

Spring weekend at the University of Connecticut traditionally occurs in late April prior to the final week of classes. The weekend normally runs from Thursday night into early Sunday morning, and consists of a few sanctioned university activities such as the Saturday night concert at Gampel Pavilion in addition to various unsanctioned events like the large parties at the Carriage House and Celeron Square apartment complexes. Typically, these unsanctioned activities have attracted large numbers of young people, including a significant number of non-students, and have featured behaviors such as public intoxication, underage drinking, fighting and other violence, and property destruction. Over the years these unsanctioned events have also experienced a significant number of arrests, including both students and non-students, and a number of sexual assaults. In addition, the partygoers tend to leave a vast amount of litter, garbage and other debris in the wake of these parties. It is largely because of these unsanctioned activities that spring weekend has gained its notoriety throughout the state and the Northeast region.

More recently, the apartment complexes at Carriage House Drive and Celeron Square as well as other residences along Hunting Lodge Road have become the site of large parties and gatherings during other warm weekends throughout the fall and spring. These parties have also been accompanied by much of the problem behavior associated with spring weekend, including binge drinking, drug and alcohol violations, noise, violence and litter. At one such party this past fall, state police arrested eight people, including six UConn students, for a variety of charges including the distribution of alcohol without a permit, the sale of alcoholic beverages to a minor as well as narcotics violations. The police ended up

charging one individual in attendance at the party, who was not a student, for assaulting an officer during the investigation. The police also seized 14 kegs of beer and a small quantity of marijuana.

Needless to say, the occurrence of spring weekend and other problem behavior throughout the year places a considerable strain upon local, regional, state and university public safety, emergency services and other resources. Furthermore, the committee finds that these events and activities negatively impact the quality of life for the community as a whole, and adversely affect the reputation of the town, the university and the student body. Spring weekend and the other parties and problem behavior that occur throughout the year have become too significant a burden for the community to bear.

From reading the spring weekend report, and through conversations at town/university relations meetings, the committee has learned that town, state and university staff members are working very hard to “manage” and to “contain” spring weekend. For example, town, state and university police have developed crowd control measures, and the fire and emergency services staff have implemented a triage mechanism to treat injuries at the scene. Chief Robert Hudd, UConn’s Director of Public Safety, has commented several times on how university and municipal police forces from around the nation visit Mansfield to learn how the community responds to spring weekend, because the techniques are so effective.

Yet, while the town and the university are doing their best to contain and manage spring weekend and other impromptu parties and celebrations during the year, the community needs to place greater emphasis on correcting the systemic conditions and causes leading to the problem behavior. In this regard, the committee believes that the town and the university need to be more proactive.

In the committee’s opinion, the systemic causes and conditions behind the problem behavior are several, and include substance abuse, and the history and culture behind spring weekend. With regard to substance abuse, particularly alcohol abuse, the combination of “binge” drinking and large crowds produces a volatile mixture that frequently leads to violence. While substance abuse afflicts people of all age groups, binge drinking often begins at an early age, before the person heads to college. Unfortunately, the “culture” and the history behind spring weekend serve to promote this behavior. This dilemma presents the university and the town with an additional set of challenges, and exacerbates the situation for the entire community.

Another systemic factor contributing to the situation is the deterioration of the Hunting Lodge Road/Carriage House Drive/Celeron Square neighborhood that is the traditional site of spring weekend and other problem behavior throughout the year. The expansion of parties and problem behavior throughout the year has occurred at least in part because of the conversion of owner-occupied, single-family homes in this neighborhood to student rentals. As the neighborhood has turned over to rental units, it has become more prone to certain environmental conditions, such as noise, litter and the deterioration of the interior and exteriors of the properties. And, as the physical character of this neighborhood has declined, it has become a more attractive site for outdoor parties and rowdy behavior. To some extent, the entire neighborhood is now suffering. Partygoers intimidate local drivers and pedestrians, and residents at Holinko Estates are threatened by the behavior of the large crowds. Tenants, including students, may be at risk as the quality of the housing stock declines. The area has become less attractive for families and owner-occupied housing, and property values could fall over time, especially in adjacent neighborhoods.

Beyond the change in the physical character of the affected neighborhood, the committee has learned that students often cite the lack of off-campus amenities and things to do in Mansfield as a contributing factor to problematic behavior. Obviously, this argument has its weaknesses, as a lack of things to do is never a justifiable excuse for unlawful behavior. Furthermore, there are a lot of leisure activities to be found on campus, particularly with respect to sports, arts and culture. That being said, however, there is some validity to the statement that there are not a lot of leisure opportunities in Mansfield for young adults, and President Austin's Task Force on Substance Abuse made reference to this deficiency. Mansfield does not yet have a thriving downtown with cafés, restaurants, shops and other places that students could frequent, but the community is working to create such a destination with the Mansfield Downtown Partnership's municipal development project for Storrs Center. Similarly, the Eastbrook Mall will soon feature a multiplex theater, which will create additional leisure opportunities for students.

It is important to note that both the town and university have begun to research and to develop strategies to deal with the systemic conditions and challenges faced by the community. As mentioned, the Storrs Center project is underway and one of the reasons behind this initiative is to create amenities and services for all residents. Students will certainly benefit from a thriving Storrs Center, and will find a number of leisure activities that could potentially lessen the emphasis on and the popularity of large off-campus parties. Also, following the recommendations set out in President Austin's task force, the town and the university have collaborated to establish a community-campus partnership on substance abuse to create additional mechanisms to tackle these specific issues and concerns. In addition, the town has adopted an ordinance regulating the possession of alcohol by minors, and an ordinance to control litter. Furthermore, staff has increased its enforcement of existing zoning regulations with respect to single-family homes in this area of town, and is in the process of developing a housing code for review by the town council.

As the committee continued to learn about the transition of the Hunting Lodge Road/Carriage House Drive/Celeron Square neighborhood and staff's efforts to address this change, the members became more focused on the systemic conditions that are exacerbating the public safety problems and affecting the quality of life for town residents. While these quality of life issues are in some ways distinct from the public safety challenges posed by spring weekend and the other large parties, there is a connection between the problem behavior and the environment of the neighborhood. Consequently, the committee expanded the scope of its review and developed goals and strategies to address these broader quality of life concerns as well.

## PROPOSED GOALS

Following its initial review and research efforts, the committee prepared several goals geared toward correcting the problem behavior associated with spring weekend and the other large parties that have started to occur throughout the year. The committee has also developed goals designed to address the general deterioration of the neighborhood and the quality of life concerns noted above. Some of these goals are decidedly ambitious, but the committee believes that the town needs to set the bar high to successfully tackle these issues.

The list of goals that the committee wishes to present is as follows:

1. Promote and maintain a safe and healthy environment for the community, including the student body.
2. Mitigate the impact of spring weekend and other problem behavior upon the community by eliminating or dramatically reducing violence, alcohol and drug violations, injuries to persons, damage to property and other related nuisances.
3. Dramatically reduce and control nuisance behavior such as noise, littering and vandalism plaguing the Hunting Lodge Road neighborhood in the vicinity of Carriage House and Celeron Square Apartments.
4. Encourage and promote positive relations between students living off-campus and their neighbors. Help to foster a positive "student experience" for those attending the state's flagship university.
5. Reduce substance abuse in the community. Encourage students and others to "party smart," without harm to themselves and to other people.
6. Protect the safety of tenants and improve and maintain the quality of rental housing in town.
7. Reduce and control the impact of large parties and problem behavior upon municipal, regional, state and university public safety and emergency services. Ensure that there is an adequate level of public safety and emergency services available to meet the needs of the community at all times.
8. Establish and maintain regular relations between town, state and university staff and public safety agencies to address issues relating to off-campus housing and other student activities.
9. Help residents to maintain property values in areas of town populated with and adjacent to rental housing.

## RECOMMENDED STRATEGIES

Working off the set of goals identified above, the committee has developed a number of strategies designed to help the town achieve those objectives. Some of the strategies are short-term in nature, while others would require additional time to achieve. Also, some of the strategies could be coordinated primarily by the town, while others are designed to be pursued in partnership with the university. For each strategy, the committee has identified a responsible party, an estimated timeframe and financial impact, as well as the critical success factors.

### *A. Town of Mansfield Strategies*

1. **Increase law enforcement presence in affected areas of town, to build good working relationships with residents (including students), to enforce the criminal code and town ordinances, and to maintain public order.** As part of this strategy, the town should implement community-policing strategies such as beat officers, school resource officers and bike patrols where resources permit. Since August 2004, the town's has increased its law enforcement activity significantly in the Hunting Lodge Road/Carriage House Drive/Celeron Square neighborhood with some positive impact and results. With its relatively small force, it is difficult for the town to dedicate community-policing resources to specific areas of town. Yet, by partnering with the university police department, community-policing could be a productive "town/gown" initiative.
  - **Responsible party** – the responsible parties for this objective would consist of town and state law enforcement agencies.
  - **Timeframe** – this initiative has already been implemented to some degree, and would remain ongoing.
  - **Financial impact** – in partially implementing this strategy, the town has experienced increased costs for overtime. The town and the state have attempted to defray costs by asking property owners to hire officers on private duty, and could also bill landlords and others under the town's Fees for Special Police Services Ordinance.
  - **Success factors** – initially, the town has experienced a spike in arrests in pursuing this initiative. Over time, however, the success factors for this recommendation would include a decrease in complaints, criminal and civil violations and arrests, as well as the establishment of a good working relationship between the neighborhood residents and the police.
  
2. **Work with the management of Carriage House, Celeron Square and other landlords to discourage problem tenant behavior, and to make their premises a less attractive location for large parties.** Potential initiatives under this strategy include the landlords implementing a "no trespass" policy for their properties, as well as guest restrictions and no keg provisions in their leases. Landlords could also construct fencing and landscaping to make their properties less accessible to pedestrian traffic. Over the past few years, the management of Carriage House Apartments has been more cooperative and willing to work with the town. Carriage House, for example, has hired police officers on private duty during warmer weekends throughout the year, and has purchased a patrol bicycle for town officers. In addition, this complex has increased its fines for a violation of the "no keg" provision in its lease, and has implemented a policy to prohibit trespassing. The Celeron Square management is also in the process of implementing a "no trespass" policy.
  - **Responsible party** – the responsible parties for this strategy include town staff and the various landlords and property managers.

- **Timeframe** – this initiative has already been implemented to some degree, and would remain ongoing.
  - **Financial impact** – under this strategy, property owners have and would continue to experience some additional costs, which they could conceivably recover through rental income.
  - **Success factors** – if this strategy were to be fully implemented, the town would probably see an initial spike in complaints and arrests at the apartment complexes, followed by decreased complaints and criminal activity, as well as smaller, more manageable parties and crowds.
3. **Increase and maintain enforcement of zoning regulations, to ensure proper levels of unit occupancy and to improve and maintain the physical condition of rental properties.** The town has increased its zoning enforcement activity over the past year with some apparent positive impact and results. Because the planning and zoning office has a limited number of staff, the police have agreed to assist with this effort. Also, at some point the town might need to hire additional staff such as part-time citations officers.
- **Responsible party** – the planning and zoning office is currently the responsible party for this effort, but could receive assistance from town and state police.
  - **Timeframe** – this initiative has already been implemented to some degree, and would remain ongoing.
  - **Financial impact** – with this strategy, the town could experience increased costs for overtime. To keep costs down, staff has attempted to modify work schedules to accommodate the enforcement activity within regular hours.
  - **Success factors** – in increasing its enforcement activity, the town has issued an increased number of zoning violations in this neighborhood. Over time, the success factors would include a decreased number of complaints and violations, and a greater awareness among landlords of the provisions of the zoning regulations.
4. **Develop and implement various nuisance abatement ordinances and regulations, to assist with law enforcement activities, to protect public health, to improve and maintain the physical appearance of properties, and to maintain property values in neighborhoods.** As stated above, the town has adopted an ordinance regulating the possession of alcohol by minors as well as an ordinance regulating litter. Where feasible, town staff should increase its enforcement of the noise ordinance and its use of the fees for special police services ordinance. In addition, the town should also research the viability of adopting a loitering ordinance and a general public nuisance ordinance such as that implemented by the City of Fort Collins, Colorado (home to Colorado State University).
- **Responsible party** – the responsible parties for this strategy would include the town manager's office and other town staff, the town attorney and the town council (as approval authority).
  - **Timeframe** – a town ordinance generally requires three to six months to draft, to shepherd through the approval process and to begin to implement.
  - **Financial impact** – in pursuing this strategy, the town would incur fees for legal review and could also realize some increased personnel expenditures, such as overtime, for the enforcement of these various ordinances. The town could conceivably provide additional shifts to its part-time police constables or hire part-time citations officers to enforce both the zoning regulations and the nuisance abatement ordinances.

- **Success factors** – the success factors for this effort would include an increase in enforcement activity followed by a demonstrable reduction in various public nuisances, such as littering, underage drinking and overly loud parties and gatherings.
5. **Develop and implement a housing code for certain types or all residential rental property in town to protect the safety of tenants and to improve and maintain the quality of rental housing in the community.** Town staff is currently preparing a housing code to submit to the town council for review. Current staffing levels are insufficient to assume this major responsibility, and, depending upon the anticipated workload, the town would need to hire a part-time or perhaps even a full-time housing inspector. The committee also has some interest in mandating the installation of sprinklers for smaller multi-family complexes and converted single-family homes, which would require enabling legislation on the part of the state legislature. (The state building code does require sprinklers for new multi-family complexes of 13 or more units.) The implementation of a housing code would most probably be a controversial issue for landlords.
- **Responsible party** – the responsible parties for this initiative would consist of the town manager’s office, the building department, the town attorney and the town council (as approval authority).
  - **Timeframe** – staff will probably need another month to finalize the draft housing code and the town council would need at least a month to review the proposal. If the housing code were adopted, the town would need another three to four months to hire a part-time or full-time housing inspector.
  - **Financial impact** – the financial impact of this recommendation would range from \$30,000 (part-time) to \$65,000 (full-time) for a housing inspector’s salary and fringe, plus additional one-time or recurring costs for administrative support, supervision, office furniture, equipment and legal fees. The town could defray the cost through inspection and licensing fees. Staff is also preparing an application seeking Small Cities grant funding for the first two years of the operation of a housing code program.
  - **Success factors** – the success factor for this initiative would be the demonstrable ability to ensure that rental housing in town meets minimum safety standards.
6. **Develop and implement a licensing procedure for rental properties to track the development and number of rental units in town, to monitor compliance with the housing and fire codes, and to raise revenue for code enforcement activities.** Incorporated within the housing code, staff is preparing a draft licensing procedure for rental properties. As with the housing code, this proposal would probably prove controversial among the landlord community.
- **Responsible party** – the responsible parties for this recommendation would include the building department, the town manager’s office, the town attorney and the town council (approval authority).
  - **Timeframe** – the timeframe for this proposal would be the same as that of the housing code.
  - **Financial impact** – the financial impact for this objective would be the same as that of the housing code.
  - **Success factors** – the success factor for this initiative would be the establishment of a demonstrable means to track the development and the number of rental units in town, to monitor compliance with the housing code, and to raise revenue for code enforcement activities.

7. **Produce and distribute a model lease and fact sheet for landlords and tenants to promote positive relations, to discourage problem behavior among tenants and to protect the rights of both parties.** The town should strongly encourage landlords to add lease provisions designed to prohibit kegs, to limit the number of guests and large gatherings, and to prohibit fires. In designing and implementing this strategy, it would be beneficial to collaborate with the landlord community to design the lease, to hopefully obtain their buy-in.
- **Responsible party** – the responsible parties for this initiative would consist of the town attorney and the landlord community. The model lease could be available at various town and university offices, and via the web.
  - **Timeframe** – staff would probably need one to two months to develop the model lease, and to make it available for distribution.
  - **Financial impact** – the financial impact of this recommendation would consist of legal fees and publication costs. The town could defray expenses through licensing fees.
  - **Success factors** – the success factors related to this proposal would include the significant use of the model lease within the landlord community, and a reduction in problem tenant behavior.

*B. Joint Town of Mansfield/University of Connecticut Strategies*

1. **Develop and maintain regular contacts between town, state and university staff and public safety agencies to work cooperatively to address public safety and quality of life issues concerning off-campus housing.** As part of this initiative, the responsible parties should emphasize to students that the jurisdiction of student code of conduct includes off-campus activities, and the town should encourage the university to enforce the code rigorously for off-campus behavior. Also, the town and the university police agencies should be encouraged to partner on community-policing efforts in order to build better relationships with the residents in the affected areas of town. Related to this proposal, personnel from the town and the state police, and the university dean of students' office have formed a communications team that has met with students residing at Carriage House. Staff believes the student residents were engaged and benefited from the discussions. In addition, the university has increased its application of the code of conduct to off-campus behavior, as university sanctions appear to be the greatest deterrent for the students.
- **Responsible party** – the responsible parties for this strategy would include the town manager's office, the planning and zoning office, the dean of students' office, the office of residential life, and town, state and university police.
  - **Timeframe** – the timeframe for this proposal would be immediate and ongoing.
  - **Financial impact** – the committee believes the financial impact of this proposal would be negligible.
  - **Success factors** – the success factors of this recommendation would initially consist of increased enforcement activity, followed by decreased complaints, violations of the student code of conduct, and criminal and civil violations and arrests. Additional success factors would include the implementation of joint community-policing initiatives and positive feedback regarding those efforts, as well as the increased willingness of the university to apply the student code of conduct to off-campus behavior.

2. **Promote and support the efforts of the new community-campus partnership on substance abuse, which is designed to reduce and control substance abuse within the community.** President Austin's Task Force on Substance Abuse did recommend the establishment of the community-campus partnership, and this endeavor is now underway. Furthermore, the university has hired a director of alcohol and other drug addiction services, who is a significant addition to the team. President Austin's task force recommended a number of strategies that the community-campus partnership could implement, including improvements to the university's judicial process, the dedication of additional resources to prevention and intervention programs and providing increased opportunities for alcohol-free student activities. Also, the community-campus partnership could work to encourage permittees such as package stores, bars, restaurants and other vendors to adhere to a "code of conduct" with respect to the sale of alcoholic beverages. For example, the code of conduct could include language to promote responsible advertising and to encourage these vendors to sell beer in only aluminum and plastic containers to reduce the number of glass projectiles during spring weekend. Permittees could also be encouraged to participate in programs such as "cops in shops," in which undercover police are invited to work inside an establishment to identify underage buyers.
- **Responsible party** – the responsible parties for this recommendation include: the community-campus partnership; the town manager's office and other town staff; the dean of students' office; town, state and university police; and package store owners and other permittees.
  - **Timeframe** – the community-campus partnership is now underway, and it will develop a timeframe for its activities.
  - **Financial impact** – the community-campus partnership has not yet articulated any financial needs, but the committee estimates that the partnership will need a modest operating budget (\$3,000-\$5,000) for programs, which could perhaps be obtained through grant funding.
  - **Success factors** – the community-campus partnership has not yet identified any critical success factors, but the committee believes that those factors could consist of a demonstrable decrease in substance abuse, as determined by surveys and other measures. Other success factors could include a decrease in drug and alcohol violations within the community, the adoption of a "code of conduct" by a majority of package store owners and other vendors in town, and some measurable decline in the number of violations for the sale of alcohol to minors.
3. **Conduct meetings with senior state and university law enforcement personnel, and the university administration, to discuss and to develop means to mitigate the impact of spring weekend and related problem behavior upon the Mansfield community as a whole.** The participants in these meetings should seriously examine the viability of ending spring weekend, as it exists today, or the possibility of significantly curtailing the unsanctioned activities and related problem behavior that occur every year. To increase the likelihood of success, the parties should consider expanding the scope of these conversations to include the leaders of the UConn student government. The town does not have the resources on its own to end spring weekend or to significantly curtail the unsanctioned activities, and would require the assistance and the cooperation of the state and the university to accomplish these objectives. Related to this recommendation, the mayor and the town manager have recently met with Commissioner Boyle of the Connecticut Department of Public Safety, who was very receptive to the town's comments and concerns.
- **Responsible party** – the responsible parties for this initiative would include town, state and university law enforcement personnel, the university administration and potentially student government leaders.

- **Timeframe** – because the planning for UConn Spring Weekend 2005 is well underway, the parties might need to wait until May or June 2005 to commence work on this proposal.
  - **Financial impact** – at this point, the committee estimates the financial impact of this recommendation would be negligible.
  - **Success factors** – the success factors for this initiative would consist of ending spring weekend or significantly curtailing the unsanctioned activities and related problem behavior.
4. **Develop a means to ensure that there is an adequate level of public safety and emergency services available to meet the needs of the community at all times.** As explained, spring weekend and other large events place an enormous drain upon public safety and emergency services. During spring weekend, for example, ambulances from around the region are busy conducting transports from student parties leaving few resources available to the remainder of the community and the region. The town should work with area, state and university resources to develop a plan to ensure that the community and the region retain an appropriate level of coverage during these events. This will be no easy task, as public safety and emergency services are already stretched thin in northeastern Connecticut.
- **Responsible party** – local, regional, state and university public safety resources would constitute the responsible parties for this objective.
  - **Timeframe** – with the large number of entities involved in the planning, this initiative would probably require several months to develop.
  - **Financial impact** – the financial impact of this recommendation is undetermined, but might entail additional personnel and equipment costs.
  - **Success factors** – the success factors related to this proposal would consist of the implementation of a plan to provide an appropriate level of public safety and emergency services necessary to meet the needs of the community at all times, particularly during the occurrence of spring weekend and other large events.
5. **Partner with the university to create a position of community liaison coordinator (CLC) responsible for developing, coordinating and implementing any number of programs to promote positive relations between students residing off-campus and the community, and to educate students about the importance being “good neighbors.”** The town and the university would jointly fund the position, and the employee would report to both entities. Example programs would include neighborhood clean-up days, community service projects, student safety and off-campus housing fairs, and community welcome events. Colorado State University and the City of Fort Collins have partnered to establish a successful community liaison program administered by a full-time coordinator, and the town and the university could use this example as a model. It would be important for the town to share in the funding of this position in order to ensure a commitment to municipal priorities. On a related matter, UConn’s Center for Off-campus Services Development Committee has prepared a proposal to create a comprehensive center for off-campus services, which would be responsible for providing off-campus housing and community relations services. The CLC could be a good addition to the center for off-campus services initiative, and town and university staff have met briefly to discuss the proposal in concept.
- **Responsible party** – the responsible parties for this recommendation would consist of the town manager’s office and other town staff, the dean of students’ office, the office of residential life, and town and university public safety entities.

- **Timeframe** – the committee estimates that six to 12 months would be required to establish and fill the CLC position, and to develop and implement initial programming.
  - **Financial impact** – the committee projects that the financial impact of this recommendation would range from \$50,000 to \$65,000 for the CLC salary and fringe, shared 50-percent between the parties. The CLC would also need a modest operating budget (\$3,000-\$5,000) for programs.
  - **Success factors** – the success factors for this initiative would include improved relations between students residing off-campus and the community, as well as a reduction in nuisance and problem behaviors in neighborhoods populated by students.
6. **As part of the proposed center for off-campus services, develop and implement an off-campus housing certification program to promote the establishment of quality rental housing, to assist students with locating quality housing, and to help landlords market rental properties to students.** This proposal could be a win/win program for both student tenants and landlords
- **Responsible party** – the responsible parties for this initiative would consist of the community liaison coordinator, and the office of residential life.
  - **Timeframe** – the committee estimates the community liaison coordinator (CLC) would need three to six months to develop and to implement this proposal.
  - **Financial impact** – the financial impact of this recommendation would consist of the CLC salary and fringe, as well as some marketing and production expenses.
  - **Success factors** – the success factors for this strategy would be the establishment of an effective and user-friendly off-campus housing certification program.
7. **Examine the feasibility of partnering with the university to extend water and sewer to promote density and off-campus housing in the Hunting Lodge Road/Carriage House Drive/Celeron Square neighborhood and other areas adjacent to the university.** As part of this effort, the town should research the possibility of amending its zoning regulations to revise the definition of “family” and to promote density, and consider the feasibility of a special overlay zone for multifamily housing. UConn has one of the highest percentages of students living on campus among major universities its size, and the extension of the university’s water and sewer services to this neighborhood could promote density and the development of the quality rental housing that UConn students need. Ostensibly, landlords owning and managing higher quality units would be more likely to more tightly regulate tenant behavior. Also, tenants may be less likely to damage property that is more recently constructed and highly maintained, and this appears to be the experience with the new student apartments constructed on campus. The extension of water and sewer service could also promote the development of age-restricted, assisted living, affordable and/or market rate multifamily housing opportunities. To implement this strategy, the parties would need to resolve various uncertainties regarding UConn’s water and sewer system capacities.
- **Responsible party** – the responsible parties for this recommendation would include the university administration and other departments, the planning and zoning office, the town attorney, the planning and zoning commission, the department of public works and the town manager’s office.
  - **Timeframe** – the planning effort for this initiative would be extensive, but could commence immediately.

- **Financial impact** – the committee estimates that the engineering, planning and construction costs related to this strategy would be considerable.
- **Success factors** – the success factors would include the construction of an adequate number of quality off-campus housing units within the community, and the potential redevelopment of the Hunting Lodge Road/Carriage House Drive/Celeron Square neighborhood.

## SUMMARY

The committee members and staff have worked hard to prepare this report, and are optimistic that the proposed recommendations would enable the town to mitigate the impact of spring weekend and related quality of life issues upon the community.

The committee requests that the town council review and comment on the recommended goals and strategies outlined in this report. Also, the committee would like the opportunity to schedule public hearings, including at least one on campus, to present the report to the university and the larger community, and to receive feedback on the draft. In addition, this report should be shared with the town/university relations committee, the community-campus partnership on substance abuse, the planning and zoning commission and other related bodies to solicit input from those entities.

As indicated in this report, spring weekend and the other parties and problem behavior that occur throughout the year have become too significant a burden for the community to bear. Although the Town of Mansfield and the University of Connecticut are making some progress, they must be more proactive in their efforts to remedy the present situation, as the risks to students, residents and other members of the community are too great. Therefore, it is key that the town emphasize that it is in the interest of all stakeholders and the entire community to address the situation and to correct the systemic causes behind this problem behavior.

Based upon the input and comments that it receives, the committee will revise the report as necessary. Once the report has been finalized, the committee proposes that the town council direct the town manager to approach the university to determine its interest in partnering with the town on some or all of these proposals. If the university wishes to participate, the town manager and the university administration should assemble a joint staff committee to design an appropriate action plan; and to begin work to implement the recommendations. (As discussed earlier, some of the initiatives outlined in the draft are already underway.) Going forward, the committee anticipates that staff would provide periodic progress reports to the town council.

The members of the committee on community quality of life appreciate the council's review and feedback on this report, and the recommendations outlined herein.

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15. National League of Cities, Town-University Caucus.
16. President’s Task Force on Substance Abuse, *Final Report*, March 31, 2003.
17. Rental Properties Workgroup, *Final Report*, March 11, 1997.
18. Town of Mansfield, Code of Ordinances.

## APPENDIX A

### List of Items and Proposals Discussed, But Not Selected for Inclusion At This Time

1. To assist with the enforcement of zoning regulations, provide the university with lists of addresses of residences suspected to be inhabited by more than four unrelated persons, and receive the names from the university of those students claiming those addresses as residences.
2. Establish an ordinance to prohibit jaywalking.
3. Hire part-time citations officers to enforce loitering, jaywalking and mass assembly ordinances.
4. Hire an outside expert or consultant to develop proposals for the town.
5. Reduce overtime costs by requiring resident troopers and Mansfield police officers to work "split shifts."
6. Prohibit the placement of interior furniture outside a dwelling, where it is exposed to the elements, as an addition to the litter ordinance.



**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** Matt Hart, Assistant Town Manager *MWH*  
**CC:** Martin Berliner, Town Manager; Lon Hultgren, Director of Public Works  
**Date:** April 11, 2005  
**Re:** Eminent Domain Authorization – Separatist Road Easements

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**Subject Matter/Background**

Attached you will find correspondence from the director of public works regarding easements necessary to construct the Separatist Road bikeway. The town has come to terms with six of the eight property owners, and is close to reaching agreements with the remaining two. The offered price does not seem to be an issue for the two property owners, and they have not expressed an unwillingness to sell. What is of concern is the town's responsibility for liability and maintenance. The town's attorney is in contact with the attorneys representing these parties, and we hope that the matter is resolved prior to the council meeting.

**Financial Impact**

The use of eminent domain in this instance would add to the legal expenditures allocated to the project budget.

**Legal Review**

The town is represented by counsel in this matter.

**Recommendation**

With the construction season now beginning, time is of the essence with regard to the acquisition of these easements. Consequently, as a reserve measure only, staff requests that the council authorize staff to acquire the remaining easements by eminent domain if this proves necessary. The Town of Mansfield has used its powers of eminent domain very rarely, and only in those cases where an agreement cannot be reached with the property owner and where clearly provided by law.

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

*Move, effective April 11, 2005, to authorize staff to acquire by eminent domain two easements described by the director of public works in his correspondence dated April 7, 2005 that are necessary to complete the Separatist Road Bikeway Project.*

**Attachments**

1) Correspondence from Director of Public Works

TOWN OF MANSFIELD

MEMORANDUM

4/7/05

TO: Martin H. Berliner, Town Manager  
 FROM: Lon R. Hultgren, Director of Public Works  
 RE: Eminent Domain Authorization – Separatist Road Easements

We have had appraisals done for the easements the Town needs to construct the Separatist Road bikeway and we have come to terms with six of the eight property owners. Two of the owners, however, have not agreed to “voluntarily” sign over the easements for the compensation offered.

In order for the Town to construct this path this year, we must proceed in acquiring these easements or we will miss our “window of construction” opportunity.

It is therefore respectfully requested that the Council authorize the acquisition of these two easements by eminent domain (for the appraised values), as marked below by (\*\*):

SEPARATIST ROAD EASEMENTS

Property Address	Size of Easement(s)	Appraised Value	Comment
Separatist @ Hunting Lodge	11,581 square feet	\$580.00	** Eminent Domain required
Separatist Rd. N. of Stadium	25,501 square feet	\$825.00	2-State Owned
84 Separatist Rd.	4,664 square feet	\$8,470.00	**Eminent Domain required
64 Separatist Rd.	5,118 square feet	\$2,775.00	Ok-closing to be scheduled
48 Separatist Rd.	7,246 square feet	\$725.00	Ok-closing to be scheduled
38 Separatist Rd.	2,018 square feet	\$200.00	Ok-closing to be scheduled
26 Separatist Rd.	9,038 square feet	\$765.00	Ok-closing to be scheduled
8 Separatist Rd.	6,641 square feet	\$785.00	Ok-closing to be scheduled

The eminent domain proceedings are relatively straight forward in that our attorney files for the easements in Superior Court and deposits the appraised value with the Court. The party may then either collect the funds or file to contest the amount offered.

In both of the above marked cases, the owners’ reluctance has not been price generated. Instead they are worried about liability and maintenance issues which we have assured them (in writing) the Town is assuming for this Town facility. We have promised one owner (84 Separatist) that we will revise the Town’s sidewalk ordinance to include bikeways; however, this will take a few months to complete and we don’t advise holding up construction for this ordinance revision.

cc: Timothy J. Veillette, Project Engineer, Attorney Dennis Poitras, File

**Mansfield Board of Education Meeting**  
**March 10, 2005**  
**Minutes**

**Attendees:** William Simpson, Chair; Mary Feathers, Vice Chair; April Holinko, Secretary; Dudley Hamlin; Christopher Kueffner, Shamim Patwa; Anneliese Reilly; Gordon Schimmel, Superintendent

**Absent:** Mary Perry, John Thacher

**I.** Call to Order

The meeting was called to order at 7:41 p.m. by William Simpson, Chairman.

**II.** Approval of Minutes from 2/10/05

MOTION: by Ms Feathers, seconded by Dr. Patwa, to approve the minutes of 2/10/05

VOTE: unanimous in favor

**III.** Hearing for Visitors

- No visitors stepped forward.

**IV.** Communications

- No new communications.

**V.** Additions to present Agenda

- None

**VI.** Committee Reports

- Dr. Patwa reported Mansfield Advocates for Children support of full-day Kindergarten.
- Mr. Kueffner spoke about current Region 19 issues.
- Ms. Reilly reported that the teacher of the Year Committee sent out nomination forms and informed the BOE of changes in the nomination process.

**VII.** Report of the Superintendent

- Representative, Denise Merrill, spoke about current legislative issues including school readiness and education funding.
- MMS principal, Jeff Cryan, and MMS enrichment teacher, Wayne Trembly, introduced PhD candidate, Eric Mann. Mr. Mann spoke about his request to conduct a math research study involving MMS.  
MOTION: by Mr. Kueffner, seconded by Dr. Patwa, to approve the math research proposal as presented by Mr. Mann.  
VOTE: unanimous in favor
- Jeff Smith, Finance Director, reported on the quarterly financial statement.  
MOTION: by Mr. Kueffner, seconded by Ms Feathers, to accept the quarterly financial report as presented.  
VOTE: unanimous in favor

- Mr. Smith presented the salary budget transfers for the 2004-2005 school year.  
MOTION: by Ms Reilly, seconded by Mr. Hamlin, to accept the budget transfers as presented.  
VOTE: Unanimous in favor
- Dr. Schimmel requested the BOE adopt the Educational specifications for district-wide repairs of the public water system.  
MOTION: by Ms Feathers, seconded by Mr. Hamlin to adopt the Educational specifications for the repairs of the Public Water Systems serving Mansfield Middle School, Annie E. Vinton School, Goodwin Elementary School and Southeast School as outlined.  
VOTE: unanimous in favor
- Building principals reported that there were no changes with class size.
- Dr. Schimmel recommended the BOE approve leave of absence requests to Julie Beturne and Sue Irvine.  
MOTION: by Dr. Patwa, seconded by Ms Feathers, to approve leave of absences to Julie Beturne and Sue Irvine, as outlined in the MBOE contract.  
VOTE: unanimous in favor
- Dr. Schimmel presented a list of individuals recommended for non-renewal.  
MOTION: by Ms Feathers, seconded by Ms Holinko, to reluctantly accept Dr. Schimmel's recommendation to Non-renew the individuals listed.  
VOTE: unanimous in favor

**VIII.** Suggestions for Future Agenda

- None

**IX.** Executive Session

MOTION: by Mr. Kueffner, seconded by Ms Feathers to move into executive session at 9:25 p.m.

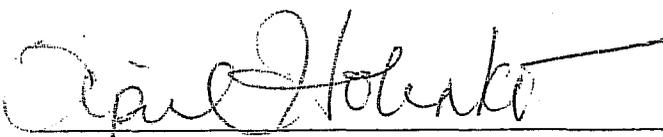
VOTE: unanimous in favor

MOTION: by Dr. Patwa, seconded by Mr. Hamlin, to move back into open session at 9:42 p.m.

**X.** Adjournment

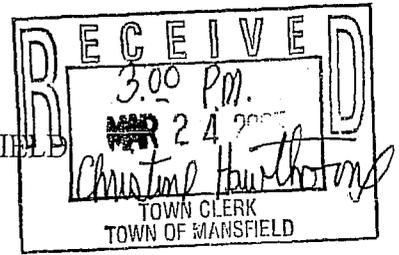
MOTION: by Ms Holinko, seconded by Dr. Patwa, to adjourn at 9:44 p.m.

VOTE: unanimous in favor



April Holinko, Secretary, Board of Education

HOUSING AUTHORITY OF THE TOWN OF MANSFIELD  
REGULAR MEETING  
MINUTES  
February 17, 2005  
8:00am



The members of the Housing Authority of the Town of Mansfield met in the regular meeting at 8:00am Thursday January 20, 2005 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:

<b>Richard Long</b>	-	<b>Chairperson</b>
<b>Joan Christison-Lagay</b>	-	<b>Vice-Chairperson</b>
<b>Gretchen Hall</b>	-	<b>Assistant Treasurer</b>

Also present was Cathy K. Forcier, Executive Director.

### MINUTES

After review and due deliberation a motion was made by Gretchen Hall, seconded by Joan Christison-Lagay to approve of the minutes of the regular meeting of January 20, 2005 with the correction. Motion passed unanimously.

### COMMUNICATION

Mrs. Forcier presented copies of letters written by Section 8 clients to legislators regarding budget reductions for FY2005.

Mrs. Forcier presented a letter from Lon Hultgren, Director of Public Works, Town of Mansfield, regarding the Maple Road reconstruction project expected to begin in the spring.

### COMMENTS FROM THE PUBLIC

None

### REPORT OF THE DIRECTOR

Mrs. Forcier reported that a Holinko Estates resident requested to add her husband to the lease but there was a complication regarding criminal charges, incarceration and rehabilitation. This item will be added to the agenda under New Business.

Mrs. Forcier reported on the three page list of damages to 3A Zygmunt Drive made by the tenant recently evicted.

### **Bills**

The Commissioners were presented with a list of bills for January 2005. After review and due deliberation, a motion was made by Joan Christison-Lagay, 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 Joan Christison-Lagay, seconded by Gretchen Hall, and passed unanimously, and it was voted to approve the Wright's Village, Holinko Estates, and Section 8 Financial Reports for the month of December 2004.

### **Section 8 Statistical Reports**

The Commissioners reviewed the Section 8 Statistical Reports for January 2005. After discussion and due deliberation, a motion was made by Joan Christison-Lagay, seconded by Gretchen Hall, and passed unanimously.

### **Report of the Tenant Representative**

None

### **UNFINISHED BUSINESS**

**Section 8 Management Assessment Program (SEMAP) Audit-** Mrs. Forcier reported that SEMAP was submitted to Housing and Urban Development (HUD) and a preliminary scoring was in the Field Office (FO). The field office will score their items, the auditor will present their findings and a final score will be issued.

**Section 8 Payment Standard** – Mrs. Forcier reported that she submitted a request to HUD for an exception to the Payment Standard Implementation Timetable to assist with helping the same number of families despite the budget cuts.

### **NEW BUSINESS**

**Conversion of Bathrooms to Showers in Senior Housing** – Mrs. Forcier reported that Larry Wagner, Wagner Associates, Town of Mansfield's consultant for Community Development Block Grant (CDBG) monies, called regarding her application. He reported there was sufficient funding for this project. Mrs. Forcier provided him with research including cost estimates for thirteen bathrooms.

February 17, 2005 Minutes continued

**Section 8 Budget Cuts** – Mrs. Forcier reported on the unexpected large number of clients who left the program during January and February. She also reported on the need to sustain the baseline number of clients for the months of May, June and July. This change may make it possible to average out by the end of the fiscal year through attrition.

**Laundry Facilities** – Mrs. Forcier reported on the survey of Wrights Village residents regarding the desire for scheduling use of the facilities. The results are that most residents are experiencing no problems.

**Wright's Village Letter to Legislators** – Mrs. Forcier reported on the letters signed by tenants to send to legislators regarding the CDGB Funding.

**Vacancies**– Mrs. Forcier reported on the two current and one upcoming vacancy at Wrights Village and one current and one upcoming vacancy at Holinko Estates.

**Board Positions** – Mrs. Forcier reported on the appointments of William Simonsen and Dexter Eddy to the Board. Joan Christison-Lagay made a motion, seconded by Richard Long, to send flowers or a gift basket to Anne Crouse to thank her for her many years of service to the Housing Authority.

**Tenant Request**- Mrs. Forcier described charges causing incarceration and presented documents showing completion of rehabilitation programs while incarcerated. Gretchen Hall made a motion, seconded by Joan Christison-Lagay, to approve the addition of the tenant's husband to the household. Motion passed unanimously.

## **ADJOURNMENT**

After discussion and due deliberation a motion was made by Joan Christison-Lagay, seconded by Gretchen Hall, and passed unanimously, it was voted to adjourn the meeting at 9:35A.M.

Respectfully Submitted,

Cathy K. Forcier

**APPROVED:**

Richard Long

## MINUTES

### MANSFIELD INLAND WETLAND AGENCY

Regular Meeting, Monday, March 7, 2005  
Council Chambers, Audrey P. Beck Municipal Building

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

Chairman Favretti called the meeting to order at 7:02 p.m., appointing Alternate Ryan to act as a voting member, to replace the vacancy created by Mrs. Barberet's resignation.

#### Minutes

2/7/05 – Hall MOVED, Holt seconded to approve the Minutes as presented; MOTION CARRIED, all in favor except Zimmer (disqualified).

2/22/05 special meeting – Favretti MOVED, Holt seconded to approve the Minutes as presented; MOTION CARRIED, all in favor except Goodwin and Kochenburger (disqualified).

3/1/05 field trip – Hall MOVED, Holt seconded to approve the Minutes as presented; MOTION CARRIED, Favretti, Holt, Plante, Gardner, Goodwin and Ryan in favor, all else disqualified.

Communications – Undated comments from the Conservation Commission were noted on W1285 (Ballas); W1286 (Dorwart Family Trust); W1287 (Town, Separatist Rd. bikeway); W1288 (Ross); W1289 (B.T. Partners); W1290 (Smith Farm Dev. Group), and W1291 (Moran/Dorwart). The Wetlands Agent's 3/1/05 monthly business memo was also noted.

#### Old Business

W1277, McCarthy, office use within regulated areas, Bassetts Bridge Rd./Rt. 195 – Holt MOVED, Ryan seconded to grant an Inland Wetlands License under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield to Brian and Kathy McCarthy (file W1277) for construction of 2 office buildings on property owned by the applicants located at 452 Storrs Road, as shown on a map dated 8/30/04 revised through 12/29/04 and as described in other application submissions, and as heard at Public Hearing on 1/3/05. 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. Silt fence shall be installed at the beginning of construction, to provide wetlands protection and a visible work limit for the contractor;
3. Construction traffic shall use the entrance off Bassetts Bridge Road, which has been provided with an anti-tracking pad;
4. This approval is valid for a period of five years (until 3/7/10), 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.

At the close of discussion, a 3/6/05 letter from D. Rawlinson, 434 Storrs Rd., complaining of drainage problems on his property, was noted by Mr. Meitzler, who stated that this was received after the close of the Hearing. However, he said he would follow up immediately with Town Garage crews to work on the problem.

W1285, Ballas, Woodland Rd., barn within 150 ft. of wetlands – Comments from the Conservation Comm. (as above) and Windham Water Works (3/4/05) were noted. Holt MOVED, Gardner seconded to grant an Inland Wetlands License under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield to

Nicholas J. Ballas (file W1285) for construction of a steel building with an overhang, to be used as a barn, on property owned by the applicant located at 370 Woodland Road, as shown on a map dated 1/4/05 and as described in other application submissions. This action is based on a finding of no anticipated significant impact on the wetlands and is conditioned upon the following provisions being met:

1. Appropriate erosion and sedimentation controls shall be in place prior to construction, maintained during construction and removed when disturbed areas are completely stabilized;
2. Silt fence protection shall be installed between the edge of the wetlands and the construction area, and shall be so noted on the plans;
3. This approval is valid for a period of five years (until 3/7/10), 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.

W1286, Dorwart, 5-lot residential subdivision on Wormwood Hill Rd. – Comments from the Conservation Comm., as noted above, were acknowledged. Mr. Dorwart agreed to increase the conservation easement on lot 5 to include all of the wetlands on lots 4 and 5, and asked that the total dedicated open space area be considered as and adequate dedication to include any future development of Lot 6, land which may be developed at a later time. Holt MOVED, Ryan seconded to grant an Inland Wetlands License under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield to the Reinhold A. and Juanita M. Dorwart Family Trust (file W1286) for a 5-lot subdivision for single-family homes, septic, wells and conservation easement, on property owned by the applicant located at Wormwood Hill Road, as shown on a map revised through 12/14/04 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. Specific grading shall be indicated on the plans for the shared driveway;
3. Footing drains shall be shown on the plans;
4. Because the BAE and the DAE lines of lot 5 are extremely close to a large wetland, the Inland Wetland Agency requires a conservation easement to be established along lot 5's ADE line nearest the wetland, and this conservation easement should include all of said wetland on both lot 4 and lot 5. The purpose of this easement will be to protect the wetland from encroachment and degradation from any construction accidents or inappropriate yard maintenance by keeping the existing tree buffer. The applicant shall submit for IWA approval a completed conservation easement document that includes a legal boundary description. The applicant may choose to use the Town's model conservation easement form for this purpose;
5. This approval is valid for a period of five years (until 3/7/10), 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.

After discussion, the MOTION PASSED unanimously.

Public Hearing, W1287, Town of Mansfield, Separatist Rd. bikepath – The Public Hearing was called to order at 7:20 p.m. Members and alternates present were Favretti, Gardner, Goodwin, Hall, Holt, Kochenburger, Plante, Ryan and Zimmer. The legal notice was read and Mr. Meitzler noted his 3/3/05 memo and comments from the Conservation Comm., as well as revised plans dated 3/5/05 and a 3/2/05 letter from R. Russo, Soil Scientist. Project engineer Tim Veillette described the proposed 3,700 ft. long bikeway/walkway as an 8-ft.-wide paved path on the east side of Separatist Rd., between South Eagleville Rd. and Hunting Lodge Rd. He explained that the width is the minimum allowed under AASHTO standards. Mr. Veillette explained that only 3 small wetland areas would be disturbed, and disturbance would be minimal; the project site contains 13 wetlands in all. Work is to be done in phases, to protect wetlands by limiting the amount of open and exposed area at any one time. He further explained drainage and sediment and erosion control plans. A concrete retaining wall with a simulated stone facing is to be constructed in front of the Owen property, 26 Separatist Rd. (southern end of the road). Members questioned the material and design of this wall; a stepped, planted wall was suggested as an alternative to the presently-planned 12-14-ft. (average height) wall with a possible split-rail fence at the top. Mr. Veillette responded that several possible design options had been considered and discussed with the property-owners, but the one presented tonight is the one Mrs. Owen found least objectionable, since it is the least invasive into their property. Mr. Veillette

agreed to discuss the possibility of a stepped wall with Mrs. Owen, but added that such a change could increase the cost of the project significantly. Members also noted the near-invitation to graffiti and local artwork that such a large unbroken surface might present. Mr. Veillette described the wall face as a good-looking, grey, rounded, rough-surface stone pattern, not conducive to paint or pictorial application.

Mark Good, a town resident and UConn student, asked whether our bike path plans have been coordinated with those of the University; he was told that there has been extensive coordination between the Town's engineering staff and University representatives.

Kathryn Hagan, Separatist Rd., inquired whether there are plans to keep water from sheeting over Separatist Rd. at Stadium Rd.; Mr. Veillette responded that a catch basin will be placed there.

Mr. Kochenburger asked Mr. Meitzler and Mr. Veillette about the Conservation Commission's comments regarding the Rt. 44 bikepath. It was explained that that project was being done through an outside contractor, so the Town does not have much control over phasing, timing and construction activities; the Separatist Rd. bikeway, however, will be exclusively constructed by the Town, in phases.

At 7:40 p.m., the Hearing was recessed until a special meeting on 3/21/05, to allow time for receipt and review of revised plans.

Public Hearing, W1280, Highland Development Associates, 7 lots at Crane Hill and Browns Roads, "Sawmill Brook Estates" – The Public Hearing was called to order at 7:40 p.m. Members and alternates present were Favretti, Gardner, Goodwin, Hall, Holt, Kochenburger, Plante, Ryan and Zimmer. There was no legal notice, since this was a continued Hearing. Mr. Meitzler noted his 3/1/05 memo, the revised plans dated 3/7/05 and drainage calculations submitted by the applicant. The revised plans show that the lots nearest to the most significant wetland area have been eliminated, decreasing the number of lots from 13 to 7. Engineer/surveyor Ed Pelletier, engineer Paul Magyar and soil scientist Gary Zulick were present to represent the applicant. Mr. Pelletier distributed and briefly described new plans revised to address Mr. Meitzler's report comments. He discussed plans for rain gardens, drainage, sedimentation and erosion control and the level-spreaders. He noted that road-sand damage to a neighboring property had not been caused by the applicant, but that the level-spreaders would eliminate the neighbor's sediment problem. Mr. Hall commented that he is against the idea of two driveways Crane Hill Rd. at the same location. Mr. Hall and Mrs. Holt asked about the use of a dry well instead of rain gardens.

When questioned about frontage, Mr. Pelletier stated that the frontage of the southern portion is 220 feet. When asked if he had done a yield plan for the southern portion of the project, he presented such a plan (2 sheets) dated 3/4/05.

Linda Blum, 144 Crane Hill Rd., asked about Building Area Envelopes: how much land could be cleared and how much would have to remain or be replanted as a buffer zone? Mr. Pelletier explained how the building area envelope activities would be conducted in relation to her property, noting that all building area envelopes, except for the driveway, are outside regulated areas.

George Parker, 124 Crane Hill Rd., asked whether abutters could view the revised plans, and was told they would be available in the Planning Office.

Mrs. Blum noted that building area envelopes also pertain to inland wetland concerns, since slopes, once cleared, are often hard to re-establish. She asked that the Agency postpone its decision and revisit the site during the spring thaw, when the land is at its wettest, since viewing the site when it is snow-covered can be misleading. She voiced concern that non-local buyers would have no idea there could be potentially expensive drainage problems with these lots, and felt the developer should be responsible, rather than the buyer. She submitted a letter stating her comments. Mr. Pelletier responded that there are no steep slopes in this project. At 8:19, the Public Hearing was recessed until a special meeting to be held on March 21<sup>st</sup>.

#### **Old Business, con't.**

W1288, Ross, Candide Ln., single-family house within 150 feet of wetlands – Mr. Ross stated that he wishes to grant a conservation easement; during discussion of the possibility of moving the house back, it was stated that there were ledge and grade complications in the other areas of the property that might preclude such a move. There was no public comment. At the conclusion of discussion, Holt MOVED, Gardner seconded to grant an Inland Wetlands License under Sec. 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield to Larry Ross (file1288) for construction of a single-family dwelling with septic, well and driveway on property owned by Murphy Sewell and Marilyn Nelson located between 80 and 98 Candide Lane, as shown on a map dated 1/27/05

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. The house and garage shall be located further uphill, behind the stone wall. This will move a sizable amount of construction activity further away from the wetlands, keeping it behind the stone wall, which will act as a sediment barrier. The new location shall be approved by Wetlands Agent Meitzler and so noted on the map/plans;
3. The sloped banks along the driveway shall be stabilized with rock along the area of fill for the driveway that is near the wetlands, and these stabilized banks shall extend 25 feet on each side of the pipe under the drive;
4. At the closest, the wetlands are 5 feet from the driveway, and therefore, they need special protection during construction, as well as protection from sand and salt runoff/pollution after construction. A conservation easement shall be established along the drive that would leave the trees in place, to limit the negative impacts on the wetlands. The applicant is required to submit to the Inland Wetland Agent and officers for additional approval a completed conservation easement that includes a legal boundary description. The applicant may use the Town's model conservation easement form for this purpose or may choose to copy existing conservation easement documents in place for nearby properties.
5. This approval is valid for a period of five years (until 3/7/10), 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, with Favretti, Zimmer, Gardner, Holt, Kochenburger and Ryan in favor, and Goodwin, Hall and Plante opposed.

W1289, B.T. Partners, LLC/Holmes & Henry Assocs., 1768 Storrs Rd., installation of a septic system within regulated areas – There was no public comment. Holt MOVED, Hall seconded to grant an Inland Wetlands License under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield to Holmes and Henry Associates (file W1289) for installation of a septic system under the existing gravel parking lot on property owned by B.T. Partners, LLC located at 1768 Storrs Rd., as shown on a map dated 2/2/05 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. This approval is valid for a period of five years (until 3/7/10), 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.

W1291, Moran/Dorwart, single-family home at Mulberry/Wormwood Hill Rds. – Mrs. Goodwin disqualified herself. There was no public comment. Holt MOVED, Ryan seconded to grant an Inland Wetlands License under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield to Michael Moran (file W1291) for a single-family house site on property owned by the Reinhold A. and Juanita M. Dorwart Family Trust, located at Mulberry and Wormwood Hill Roads, as shown on a map revised through 2/2/05 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. This approval is valid for a period of five years (until 3/7/10), unless additional time is requested by the applicant and granted by the Inland Wetland Agency. The applicant shall notify the Wetlands Agent before any work begins and all work shall be completed within one year. Any extension of the activity period shall come before this agency for further review and comment. MOTION PASSED unanimously.

### New Business

W1292/W1027, Cleare, Ravine Rd. – Holt MOVED, Hall seconded to accept the 3/4/05 letter of withdrawal of a modification request dated 2/9/05 submitted by Geoff Cleare, pending revised plans. MOTION PASSED unanimously.

W1293, Wrubel/Semel, license renewal, property on Rt. 195 – Mr. Meitzler reported there are no changes from the previously-approved plans. Holt MOVED, Hall seconded to grant renewal of an Inland Wetlands License under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield to Theodore Wrubel (files W1083 and W1293)) for Lot 3 on property owned by Abraham Semel located on Rt. 195, opposite Mansfield Supply, as shown on a map dated 12/26/99 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. All conditions of the previous approval shall remain in effect;
3. This approval is valid for a period of five years (until 3/7/10), 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.

W1295, Grover, Hickory Ln., driveway relocation – Mr. Grover explained that he now proposes to use a section of an existing dirt road for part of the driveway; this would decrease the amount of disturbance close to the wetlands. He said that the new plan provides a more level driveway surface than the original one. Holt MOVED, Hall seconded to approve a modification to an existing Inland Wetlands License under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield to Kurt Grover (files W1284 and W1295) for relocation of a proposed driveway on property owned by the applicant located on the Chaplin town line, on the discontinued portion of Hickory Lane, as shown on a map dated 3/3/05 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. Silt fence is to be placed along both sides of the driveway in the areas of wetlands;
3. The modification is to be shown on the final site plan, which is to come back to the Agency as a modification;
4. Two 12-inch pipes are to be placed across the driveway in the area of wetlands, to maintain current drainage patterns;
5. The final plan shall include recommendations for stabilizing drive edges adjacent to wetland areas;
6. This approval is valid for a period of five years (until 3/7/10), 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.

W1294, The Miniutti Group/Thompson, 25-lot subdivision on Mansfield City Rd. – Goodwin MOVED, Holt seconded to receive the application submitted by The Miniutti Group, LLC (file W1294) under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for a 25-lot residential subdivision with onsite wells and septic systems at 706 Mansfield City Rd., on property owned by Byron Thompson, as shown on a map dated 3/1/05 and as described in other application submissions, to refer said application to the staff and Conservation Commission for review and comment, and to set a Public Hearing for 5/2/05. MOTION PASSED unanimously.

W1296, Moran/Dorwart, single-family home on Wormwood Hill Rd. – Goodwin MOVED, Holt seconded to receive the application submitted by Michael Moran (file W1896) under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for the construction of a single-family residence on Wormwood Hill Rd., on property owned by the Reinhold A. and Juanita M. Dorwart Family Trust, as shown on a

map dated 3/2/05 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 Wednesday, March 23, at 1 p.m.

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

Respectfully submitted,

Katherine K. Holt, Secretary

**MINUTES**  
**MANSFIELD INLAND WETLAND AGENCY**  
Special Meeting, Monday, March 21, 2005  
Council Chambers, Audrey P. Beck Municipal Building

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

Chairman Favretti called the special meeting to order at 7:07 p.m., appointing Alternates Pociask and Ryan to act as voting members, in place of Mr. Plante and the vacancy created by Mrs. Barberet's resignation.

**Cont. Public Hearing, W1280, proposed 7-lot subdivision at Crane Hill/Browns Rd., 2Highland Dev. Assocs., LLC** – The Public Hearing resumed at 7:09 p.m. Members and Alternates present were Favretti, Gardner, Goodwin, Hall, Holt, Kochenburger, Pociask, Ryan and Zimmer. Since this was a continued Hearing, there was no legal notice. Mr. Meitzler's 3/17/05 comments were noted. Mr. Edward Pelletier, project engineer, noted the additional staff comments.

*Tom Blum, 144 Crane Hill Rd.*, asked whether percolation tests had been performed on all proposed house lots; Mr. Pelletier responded that all 15 originally-proposed lots had been tested, and that data is being used for the 7 currently-proposed lots. Mr. Meitzler added that the septic systems for those lots would be in the same locations as previously planned. Mr. Blum also expressed concern for possible impacts on Sawmill Brook, which runs parallel to the access road.

Mr. Padick noted that the applicant has submitted a yield plan for the southern portion of the site depicting 4 lots off a new road which is in the same location as the previously-proposed road. No yield plan has been presented for the northern area of the site. Mr. Padick related that he discussed with the Town Attorney the right of the Agency to comment on the yield plan, and he advised that the Agency should focus on the revised plan and take action on it before considering any comments on the yield plan. At 7:19 p.m., after further discussion regarding the yield plan, the Hearing was closed. Mrs. Holt volunteered to work on a motion for the next meeting.

**Cont. Public Hearing, W1287, Separatist Rd. bikepath, Town of Mansfield** – The Public Hearing resumed at 7:19 p.m. Members and Alternates present were Favretti, Gardner, Goodwin, Hall, Holt, Kochenburger, Pociask, Ryan and Zimmer. Since this was a continued Hearing, there was no legal notice. Written communications were noted as follows: Wetlands Agent/Ass't. Town Engineer (3/17/05); L. Hultgren and T. Veillette (3/16/05, with attachment). Mr. Hultgren, the Director of Public Works, and Mr. Veillette, the project engineer, spoke and responded to members' comments. Mr. Hultgren stated that all of Mr. Meitzler's written comments have been incorporated into revised plans. He said a number of possibilities for wall treatment had been investigated, with special attention given to protecting the property and privacy of the affected landowner's carefully-planted landscape. For this reason, a landscaped stepped wall such as was previously suggested, was regarded as too invasive and too costly. The treatment for the proposed wall face has also been re-examined, and slope-grading with the integration of existing several ledge outcroppings is now planned. Members felt this treatment would be more attractive than the original proposal. The applicant was also advised to design the fence on top of the wall so that it is in proportion with the rest of the wall. Mr. Hultgren agreed that this would make the wall more aesthetically pleasing, and that the whole project could be completed in an attractive and effective manner. It was again explained that the width of the path is more or less pre-ordained by Federal standards, and that this project's construction will be done entirely with Town workers and supervision. The Hearing was closed at 7:25 p.m. Mrs. Holt volunteered to work on a motion for the next meeting.

**Communications** – A 3/11/05 letter from Mr. Meitzler to D. Rawlinson, 434 Storrs Rd., was noted, in response to a drainage complaint regarding the drainage system originating from Rt. 195 and Mountain Rd. Corrective work will be done by Town workers.

The meeting was adjourned at 7:27 p.m.

Respectfully submitted, Katherine K. Holt, Secretary

## MINUTES

### MANSFIELD PLANNING AND ZONING COMMISSION

Regular Meeting, Monday, March 21, 2005

Council Chambers, Audrey P. Beck Municipal Building

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

Chairman Favretti called the meeting to order at 7:29 p.m., appointing Alternates Pociask and Ryan to act as voting members, in place of Mr. Plante and the vacancy created by Mrs. Barberet's resignation.

**Minutes** – March 7, 2005 – p. 3, l. 6: Add “to” between “corridors” and “adjoining”; p. 4: replace “Regulatory Review Committee” with “Plan of Conservation and Development Committee” under comments on a proposed subdivision moratorium, Hall MOVED, Holt seconded to approve the Minutes as corrected; MOTION CARRIED, all in favor except Pociask, who was disqualified.

**Zoning Agent's Enforcement Activity Report** – noted without comment.

#### **Old Business**

**Mulwood East, proposed 5-lot subdivision on Wormwood Hill Rd., file 1225** –The applicant had submitted revised maps dated 3/8/05, a 3/17/05 letter containing neighborhood notification receipts, and a revised utilities plan dated 2/2/05. Brief discussion regarding utilities and driveway cuts for potential future utilities service took place. In addition, there was some discussion of open space. There was no public comment. Hall MOVED, Holt seconded to approve with conditions the five-lot Mulwood East subdivision owned by the Reinhold A. and Juanita M. Dorwart Family Trust, located along the easterly side of Wormwood Hill Road in an RAR-90 zone, as submitted to the Commission and shown on plans dated 12/14/04. This approval is granted because the application as hereby approved is considered to be in compliance with the Mansfield Zoning and Subdivision Regulations. Approval is granted with the following modifications or conditions:

1. Final plans shall be signed and sealed by the responsible surveyor, engineer, soil scientist and landscape architect;
2. All requirements of the Mansfield Inland Wetland Agency, including an expanded conservation easement area on lots 4 and 5, shall be incorporated onto final plans;
3. This approval accepts the applicant's revised plans for installing utility service to the subject lots. The revised utility plans include overhead service from SNET pole 3422, and underground service along the common drive to serve lots 1 through 4. Lot 1 would be served by an extension along the easterly edge of a proposed conservation easement area. This action constitutes a partial waiver of underground utilities and is approved pursuant to Section 11.2, because the applicant has demonstrated that the proposed plan will have acceptable impact on roadside trees and the overall site, and that feasible alternatives for a necessary distribution line extension would have equivalent or greater overall impact. Final plans shall be revised to depict the approved utility lines to each house site;
4. Subject to incorporation of the IWA-required conservation easement areas on lots 4 and 5, this approval accepts the applicant's proposed conservation easements to address the open space dedication requirements of Section 13 for the subject 5-lot subdivision. The proposed conservation easements will help protect the roadside character of Wormwood Hill Road. A conservation easement document shall be approved by the Town Planner and Town Attorney and filed on the Land Records in association with final plans. The easement shall utilize the Town's model format and shall require that the easement area be maintained in a natural state, with any new plantings to be restricted to native species that are planted and maintained in a naturalistic manner. Pursuant to Section 13.1.1, the PZC reserves the right to require an additional open space dedication in the event the other land is subdivided in the future. This reservation shall be noted on the final plans;

5. This approval authorizes the proposed common driveway with two openings on Wormwood Hill Road. A common driveway easement that addresses maintenance and liability issues, including the maintenance of depicted driveway sightlines, shall be submitted to the Planning Office for approval by the PZC Chairman, with staff assistance, and the Town Attorney. The common driveway work shall be completed or bonded in an amount and form acceptable to the PZC Chairman, with staff assistance, before the filing of the subdivision plan, pursuant to Section 7.10.e. Driveway note 14 on sheet 2 shall be revised to be consistent with this condition, and this common driveway responsibility shall be Noticed on the Land Records;
6. Pursuant to Subdivision Regulations provisions, particularly Sections 7.5 and 7.6, this action specifically approves a setback waiver for lot 2 and the depicted building envelopes for all lots. Unless revisions are specifically authorized by the Commission, the depicted building envelopes shall serve as the setback lines for all future structures and site improvements, pursuant to Article VIII of the Zoning Regulations. This condition shall be noted on the final plans (replacing the existing note 11 on sheet 2) and specifically Noticed on the Land Records;
7. Significant tree-cutting and trimming will be required to install approved driveways and utility lines. To help ensure the maximum retention of roadside trees and to ensure that statutory procedures for tree-removal on town roads are followed, prior to the filing of final maps, the subdivider and the individual who is to cut down the trees shall meet with Mansfield's Assistant Town Engineer and Town Planner to specifically mark and post all specimen trees that need to be removed. This meeting shall occur before any tree-removal takes place, and all required roadside tree-removal shall take place before the final subdivision plans are filed on the Land Records;
8. Final plans shall be revised to address the following:
  - A. The three issues cited in a 3/7/05 letter from Eastern Highlands Health District
  - B. The common driveway grading and width issues and the right-to-drain/drainage easement issue cited in a 3/2/05 memo from the Ass't. Town Engineer
  - C. Sheets 2 and 3 shall be revised to reference and be consistent with the tree-preservation and tree-removal information contained on sheet L.2
  - D. Underground utility note 12 on sheet 2 shall be appropriately revised to be consistent with the approval provisions of condition #3 of this motion
  - E. The open space chart on sheet L-1 shall be revised to be consistent with the approval provisions of condition #4 of this motion
  - F. The Building Area Envelope on lot 5 shall be clarified
9. The Commission, for good cause, shall have the right to declare this approval null and void if the following deadlines are not met (unless a ninety [90] or one hundred and eighty [180]-day filing extension has been granted):
  - A. All final maps, including submittal in digital format, a right-of-way deed along Wormwood Hill Road, a drainage easement and right-to-drain, a common driveway easement, a conservation easement, and a Notice on the Land Records to address conditions 5 and 6 for recording on the Land Records (with any associated mortgage releases) shall be submitted to the Planning Office no later than fifteen days after the appeal period provided for in Sec. 8-8 of the State Statutes or, in the case of an appeal, no later than fifteen days of any judgment in favor of the applicant;
  - B. All monumentation (including delineation of the conservation easement areas with iron pins and the Town's official markers every 50 to 100 feet on perimeter trees or on cedar posts), with Surveyor's Certificate, and all required subdivision work, including common driveway improvements, shall be completed or bonded pursuant to the Commission's approval action and Section 14 of the Subdivision Regulations no later than fifteen days after the appeal period provided for in Section 8-8 of the State Statutes or, in the case of an appeal, no later than fifteen days of any judgment in favor of the applicant.

After discussion regarding a more effective way to ensure protection of trees to be preserved than has occurred from time to time in the past, the MOTION CARRIED, with all in favor except Pociask (disqualified).

Proposed Separatist Road bikeway – Public Works Director Lon Hultgren and project engineer Tim Veillette explained that the project will be constructed by Town workers under Town supervision, and therefore the walkway can be kept to an 8-ft. width. Work will proceed in phases, to protect wetlands. Mr. Padick explained that, should

the PZC wish to comment, it could communicate to the Town Council that it wants the opportunity to review and possibly comment on final plans prior to construction. Mr. Favretti agreed that a stepped-back wall would be too invasive on the Owen property. He requested that the design for the fence to go atop the wall be kept in scale with the bikeway, the wall and the Owen gardens. There was no public comment.

Mansfield Downtown project – Nothing new to report. Review comments from State officials on the Municipal Development Plan are anticipated by the end of March.

Proposed fee revisions – The Town Planner's 3/15/05 memo with attached current fees from 11 Connecticut towns was reviewed and discussed extensively. Discussion centered primarily around potentially charging for the cost of staff time spent on the application review process and incorporating costs for potential review by outside consultants. Members agreed that fees should be fair to all applicants and be formulated in consideration of estimated *average* costs. Mr. Padick stated that charging each applicant individual billable hours would be unduly time-consuming and counterproductive. It was generally agreed that the applicant should bear most or the entire expense of an application, whether or not the project would represent a public benefit. Mr. Padick said he would continue to work on a draft fee schedule, which the PZC must be prepared to defend before the Town Council, which officially sets any new schedule.

Cont. Public Hearing, proposed commercial buildings at 452 Storrs Rd., Home Selling Team, B. McCarthy, o/a, file 510-2 - The Public Hearing resumed at 8:25 p.m. Members and Alternates present were Favretti, Gardner, Goodwin, Hall, Holt, Kochenburger, Ryan and Zimmer (Pociask disqualified). Since this was a continued Hearing, there was no legal notice. Communications received since the last portion of the Public Hearing were a 3/15/05 memo from the Town Planner; 3/17/05 and 3/21/05 memos from the Ass't. Town Engineer; 3/17/05 letter from D. Dorwart, and submissions by the applicant dated 3/11/05 (w/attach.) and revised plans. Mr. McCarthy stated that a 28" maple tree within the Town right-of-way at Bassetts Bridge Rd. would not be removed. He also explained, in response to comments in Mr. Padick's memo referencing new design standard regulations, that any combination or joint coordination between his lot and the adjoining lot, 454 Storrs Rd., is not feasible at this time.

The applicant noted that this application is only for the two office buildings, and he feels the proposed parking is more than sufficient. He clarified that stormwater calculations were made for a 10-year storm event.

Mr. Zimmer asked whether the applicant would consider adding speed bumps within his parking lot, considering comments during the previous portion of the Hearing about short-cut driving through adjoining nearby parking lots. Mr. McCarthy responded that the traffic survey prepared by his consultant indicated that traffic would not be increased by this project, and he does not want speed bumps in the parking lot, although he would consider them at a later time if traffic problems increase significantly as a result of his project. Public comment was then invited.

Meg Reich, 343 Bassetts Bridge Rd., requested that the public be given an opportunity to review the applicant's newly-submitted traffic report before the Hearing is closed. She stated that, while she does not object to the overall concept of this project, she feels it represents an inappropriate level of expansion on this site. She said that any drive-through uses would be inadvisable on the proposed lot, although a properly-sited and lighted walk-up ATM might be feasible. She noted that the applicant has not revised his statement of use, which mentions possible drive-through uses. She counseled the Commission to regulate strictly the nature of future uses through its approval conditions, if approval is granted. She also noted the site's situation at a potentially dangerous intersection. She further advised the Commission to require all applicants for projects in this area to construct sidewalk linkages to existing Town or State sidewalks.

G. Robinson, Mountain Rd., complained that trees had been cleared so that he now must view what amounts to a junkyard; he requested that the applicant clean up this portion of the site. He expressed concern regarding potential traffic increase and requested that the driveway be one-way only. He also expressed fear that surrounding wells and property values, including his own, would be adversely affected, and urged denial of the application.

The applicant noted that his project proposes far less development increase in this NB-2 zone than is allowed by the Regulations. He again stated that he does not want a one-way driveway. He asked whether a bank is an allowed use in an NB-2 zone, and Mr. Padick responded that it is, with special permit approval. Mr. McCarthy stated that he is prepared to rework his internal site plan if a drive-through bank is proposed in the future, as he understands that such a use would not be feasible under the current plans. He added that the junkyard referred to by Mr. Robinson is not on his property, and the owner is already working on cleaning up the site.

Mr. McCarthy distributed and submitted copies of revised plans and the Town Planner's 3/15/05 memo, with the applicant's response comments highlighted in bold type, and verbally reviewed his written responses. He noted that the walkway would be extended to the parking lot, allowing for wheelchair access; a new sheet L-2 clarifies use of pesticides, with topsoil to be increased to 6 inches. The site plan is now being evaluated for lighting. Mr. McCarthy said he would follow the recommendations of the Design Review Panel regarding roofing, if necessary, but noted that many buildings in the area do not have straight roofs.

Mr. Favretti questioned the safety of employee parking on the curve where the dumpster is now planned; Mr. McCarthy responded that the company that would empty the dumpster feels that his plan is workable and safe, and engineer Steve Filip clarified how the proposed employee parking could be safely handled. Mr. McCarthy noted that the existing curbed island at that location would slow cars down, and the hours of employee or dumpster-truck traffic would not generally overlap times of customer traffic.

Mr. McCarthy noted that revised estimates of the number of cars per hour or per day the proposal would generate were reflected in the newly-revised plans.

Members discussed whether to close or continue the Public Hearing. It was moved and seconded that the Public Hearing be held open; MOTION FAILED, Kochenburger, Holt, Hall and Zimmer in favor, and Gardner, Goodwin, Favretti and Ryan opposed (in a tie situation, the motion fails). At 9:35, Holt MOVED, Gardner seconded to close the Public Hearing; MOTION PASSED, Favretti, Hall, Goodwin, Gardner, Ryan in favor, and Holt, Kochenburger and Zimmer opposed.

**Cont. Public Hearing, C. O. Jones restaurant, special permit application for the performance of live music, 2354 Storrs Rd.**, file 887 – The Public Hearing resumed at 9:40 p.m. Members and Alternates present were Favretti, Gardner, Goodwin, Hall, Holt, Kochenburger, Ryan and Zimmer (Pociask was disqualified). Since this was a continued Hearing, there was no legal notice. Written reports were received from the Town Planner (3/14/05) and Fire Marshal (3/17/05). Applicant Richard Piscatelli stated he has read the staff memos. He submitted written responses to the Fire Marshal's occupancy and crowd control concerns in writing, along with neighborhood notification receipts, and stated that he will let in as many customers as will fit. He and waitstaff will manage the size of the crowd by making sure there is room for waitstaff and customers to move about freely and to sit. He did not specify an occupancy limit. Hours of operation were given as Sun. 1 p.m. to 9:30-10 p.m., Mon., Tues., Wed. 1 p.m. to 10-11 p.m., Thurs., Fri., Sat., 1 p.m.- 12-1:30 a.m. The music could include jazz, rock, karaoke, etc., and could be performed by small music groups or through electronic means. The restaurant has some outside seating when weather permits, but Mr. Piscatelli said the doors would be closed during performance of music and that all music would be performed inside. It was noted that the nearest residences are on Dog Lane. No physical changes to the restaurant are planned. At 9:55 p.m., the Public Hearing was closed. Mr. Kochenburger volunteered to work on a motion.

**Cont. Public Hearing, application for performance of live music at Coyote Flaco restaurant, 50 Higgins Hwy.**, file 724 - The Public Hearing resumed at 9:55 p.m. Members and Alternates present were Favretti, Gardner, Goodwin, Hall, Holt, Kochenburger, Ryan and Zimmer (Pociask disqualified). Since this was a continued Hearing, there was no legal notice. Written reports were received from the Town Planner (3/14/05) and Fire Marshal (3/17/05). It is understood that neighborhood notifications were not sent out within the required time span. No one was present to represent the applicant, and there was no public comment; therefore, at 9:57 p.m., the Hearing was recessed until 4/4/05.

#### **Old Business, continued**

**Plan of Conservation & Development update** – The Town Planner's 3/15/05 memo accompanies a 3/25/05 draft of Part I of the update and a 3/10/05 draft time schedule outlining the timing of the draft update process from now through its potential adoption in the fall. He said that a draft of Part II would probably be distributed to members sometime in April. He outlined the process and asked that members begin to familiarize themselves with Part I now and present any questions or comments to himself or members of the Plan Committee as soon as possible. The Committee's next meeting is scheduled for Thursday, March 24<sup>th</sup>; all members are encouraged to attend.

**Open Space Preservation Committee/Conservation Commission letters regarding subdivision moratorium** – The Town Planner's memo and draft 3/10/05 Plan of Conservation & Development Committee Minutes were noted, along with letters from S. Lowrey (3/17/04) and V. Wetherell (Open Space Preservation Committee, 3/18/05) urging the adoption of a moratorium on certain types of subdivisions. Padick apprised members of potential

courses of action and, after discussion, Kochenburger MOVED, Zimmer seconded to authorize the PZC officers, with staff assistance, to set out the details as soon as possible, and then to publicize a Public Hearing for a moratorium on certain subdivisions, to be in effect for approximately nine months to one year; MOTION PASSED unanimously.

**Communications and Bills** – As noted on the Agenda or distributed at the meeting.

**Field trip** – scheduled for Wednesday, 3/23/05, at 1 p.m.

The meeting was adjourned at 10:20 p.m.

Respectfully submitted,

Katherine K. Holt, Secretary

**WINDHAM REGION COUNCIL OF GOVERNMENTS  
MINUTES  
March 4, 2005**

A meeting of WINCOG was held on March 4, 2005 at the Windham Town Hall 979 Main St., Willimantic, CT. Chairman Daniel McGuire called the meeting to order at 8:35 a.m.

Voting COG Members Present: Robert Skinner, Columbia (alt); John Elsesser, Coventry (alt); Dan McGuire, Lebanon; Martin Berliner, Mansfield (alt); Michael Paulhus, Windham.

Staff Present: Barbara Buddington

Public Present: Roberta Dwyer, NE Alliance; Dennis Twiss, SBDC, Catherine Marx, Governor's Eastern office.

#### **MINUTES**

**MOVED** by Mr. Elsesser, **SECONDED** by Mr. Berliner, to approve the minutes of the 2/4/05 regular meeting as submitted. **MOTION CARRIED UNANIMOUSLY.**

#### **TRANSPORTATION**

STIP amendments: **MOVED** by Mr. Elsesser, **SECONDED** by Mr. Berliner, to endorse the STIP amendments as listed on the agenda. **MOTION CARRIED UNANIMOUSLY.**

Ms. Buddington reported that Mr. Foley of Northeast Utilities, will not be at today's meeting to discuss the streetlight rebates. He phoned WINCOG yesterday to say that there had been a court proceeding earlier in the week at which the rebates dominated the discussion. A decision is due in May. We have tentatively rescheduled this discussion for the June meeting.

#### **CATHERINE MARX, GOVERNOR'S EASTERN OFFICE**

Catherine Marx introduced herself and explained that she is travelling throughout the eastern part of the state, meeting with elected officials and others, to report back to the Governor on issues of concern.

- Mr. Elsesser asked for assistance with the program that Governor Rell initiated when she was Lt. Governor - T1 access to schools and libraries. Coventry has one exchange system and one server for the town and the school system. When CT Dept. of Education staff came out to run a workshop at EASTCONN for boards of education, they informed the boards of education that the T1 systems under this program were for the boards of education and libraries only, and that the town would have to use a separate system. Mr. Skinner indicated that Columbia is facing the same issue. It would be unnecessary, costly, and inefficient to separate the systems.
- Mr. McGuire reported that Judge Lawlor seems to have listened to the concerns of the small towns with regard to the restructuring of the probate court system. Mr. Elsesser noted that the new proposal is contained in SB 1198.
- Mr. Paulhus expressed thanks to the Governor for relief on the snow budgets. (Mr. Elsesser warned him that he probably wouldn't receive any money until after the end of this fiscal year, as the federal government works slowly.)

#### **DESIGNATION OF NOMINATING COMMITTEE**

Mr. McGuire designated Mr. Berliner, Mr. Lanzit, and Ms. Wilson to serve as a nominating committee for the annual election of officers at the April meeting. He asked Mr. Berliner to chair the committee. Ms. Buddington asked those present to fill out the forms in their packets to indicate in what capacity they would be willing to serve.

#### **OLD BUSINESS**

**CT Humane Society Facility:** Mr. Paulhus said that Windham will know by mid-March if there is a chance that a joint Humane Society / regional facility might be built on property at the current public works site. They are reviewing proposals for use of the property in early March. Mr. McGuire reported that the minimal usage of the pound in Lebanon did not justify the costs that they were incurring. He has just negotiated

reductions in pay. They have ten cages and sometimes the pound is empty. Coventry sends its animals to Vernon for a flat \$6,000 fee. Coventry also employs a full time animal control officer.

### **Legislation:**

ECS Hearings: Mr. Elsesser reported that hearings on Education Cost Sharing are scheduled for noon today. There are two bills proposed: one would increase the foundation from \$5,840 to \$6,500 and the other would provide the same increase in foundation and increase taxes on incomes of over \$150,000 to fund it. There are also two bills dealing with special ed costs. One would decrease special ed costs to four times the standard rate, and the second would provide the same decrease and at the same time provide a funding source. In addition, the Northeast Coalition is sponsoring a bill to create priority school districts. Almost all towns in Eastern CT would become priority districts, according to the formula included in the bill. Mr. Elsesser is planning to testify at these hearings.

Mr. Elsesser also reported that he testified on bills in support of statewide GIS, build-out studies, and tax incidence studies. Mr. Paulhus reported that the Clerks Association met this week and voiced strong support for continuance of the conveyance tax.

### **UPDATES**

CERT and Homeland Security: Ms. Buddington reported on the CERT program which is now training its second group of volunteers - 16 this time. There has been excellent coordination and cooperation between WINCOG and the Willimantic Fire Department for this program, and it has been beneficial to both organizations. She also reported on the status of federal homeland security funding for 2004 and 2005, and the status of discussions to define new regions for the new Department of Emergency Management and Homeland Security. Details are in the director's report.

### **DIRECTOR'S REPORT**

Ms. Buddington distributed a written director's report. She called attention to the section on the Pre-Disaster Hazard Mitigation Plan and noted that the drafts as they develop will be posted on WINCOG's web site to improve the opportunities for public review and comment. She also asked if any of the towns had responded to the DEMHS notice of the availability of Mark I kits for use by first responders. Mansfield has responded; Columbia passed on the information to its fire department.

### **MEMBERS FORUM**

After discussion, it was **MOVED** by Mr. Elsesser, **SECONDED** by Mr. Paulhus, that staff send letters to our congressional delegation in support of maintaining the Small Cities Block Grant Program in its current form. **MOTION CARRIED UNANIMOUSLY.** Members will email information to WINCOG documenting how much they have benefited from the program over the past decade or so. Mr. McGuire noted that Lebanon uses it for a revolving small loan fund, and the program always has a waiting list. Coventry is working on its 400<sup>th</sup> house, and Mansfield has received over \$3 million since 1990.

### **AGENDA ITEMS for April 1, 2005**

- annual election of officers
- Update from Bob Peterson on the paramedic budget
- Regional Transportation Plan

### **PUBLIC COMMENT**

Ms. Dwyer noted that the Economic Development District bill (SB 1106) listed in the director's report went to public hearing with a lot of uncorrected mistakes. She suggested watching for a later version. She attended the CT Business and Industry Day at the capitol yesterday and reported that the atmosphere was really good.

There being no further business, the meeting adjourned at 9:30 a.m.

Respectfully submitted by Barbara Buddington, staff

**Contract Authorizations**  
**April 1, 2005**

**Standard Annual Contract Authorizations**

1. MOVED by \_\_\_\_\_, SECONDED by \_\_\_\_\_, that the Board authorize the Chairman \_\_\_\_\_, or in his absence the Vice Chairman \_\_\_\_\_, or their successors to negotiate, enter into, and where necessary amend contracts for the following:

- a) With the CT Department of Emergency Management and Homeland Security (DEMHS) and/or the Department of Public Health for regional coordination and assistance to municipalities for emergency management planning and Citizens Corps activities for FY 2005 and FY 2006.
- b) With the Connecticut Department of Transportation for FY 2006 Transportation and Transit Planning.
- c) With the state Office of Policy and Management for FY 2006 State Grant-in-Aid for regional planning.
- d) With any of the region's towns for FY 2006 planning services.
- e) With the Windham Region Transit District for FY 2006 FTA Section 5311 (rural transit operations) administration and ADA Paratransit administration.
- f) With the Willimantic River Alliance for FY 2006 technical assistance.
- g) With US EDA and/or CERC and/or DECD and/or NECCOG for FY 2006 economic development planning.
- h) With Albert J. Rusilowicz, CPA for the Council's FY 2006 Audit.

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

Thursday, March 10, 2005  
**3:30 PM**

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

**REGRETS:** J. Krisch

- I. **MINUTES:** The minutes of the February 10, 2005 meeting were accepted as written.
  
- II. **OLD BUSINESS:**
  - A. Status of agency funding requests: K. Grunwald presented preliminary recommendations from the Town Manager, and communicated his concern about funding for the Veteran's Advisory Center, relative to the lack of funding from other sources, including other municipalities. J. Heald talked about how the Community Chest/United Way used to fund community agencies through individual contributions. This is no longer true, and the percentage of funding that agencies receive from the United Way is relatively small. She would like to find out more about how the United Way is raising money and funding non-profit agencies. General discussion re: how agencies are raising money, and how the Town contribution fits into this. E. Passmore pointed out that there is a lot of effort that goes into evaluating agency requests, but very little changes from year to year; what is the committee's role? Ongoing discussion re: what the role is for the Town in funding these agencies, and how active this group should be in attempting to have input into this process.
  - B. Membership update: K. Grunwald reported that he is awaiting confirmation from Bruce Clouette re: adding members to this committee.
  - C. Vision statement/Action Plan: M. Hauslaib felt that we need to pick one issue on this Action Plan that is not being focused on by any other group, and start working on it. K. Grunwald agreed to take the issue of Poverty and develop a specific action plan for this. She also said that she would like to hear more about what we are seeing in terms of poverty-level clients requesting services. It's not just about creating a directory; more outreach activities need to take place. Interest was also expressed in hearing from Patty Hope re: needs for seniors in the area that are not being met.
  - D. Other: none

**III. NEW BUSINESS:**

- A. SSAC Roles: K. Grunwald asked the Advisory Committee to clarify their role relative to the development of an action plan around a specific issue. At this time it appears that the committee will continue to assume an oversight role on this and other issues.
- B. Presentation to Town Council on Agency Funding Requests: K. Grunwald distributed copies of the final recommendations that have gone to the Town Manager. At this time it appears that the recommendations will not be changed. The Town Council meeting to review agency funding requests will be April 11 at 6:30 in the Council Chambers.
- C. Other: K. Grunwald provided a brief update on a meeting that he attended on proposed changes to the Social Security system.

**IV. COMMUNICATIONS/REPORTS:**

- A. Review of Department activity and other items in packet and discussion with SSD Director:
- B. Program updates
  - Early Care and Education
  - Adult Services
  - Senior Services
  - Youth Services
- C. Other

**V. PLANS FOR FUTURE MEETINGS**

- Scheduled meetings with other advisory groups.

**VI. ADJOURNMENT:** meeting was adjourned at 5:00PM

Respectfully submitted,

Kevin Grunwald

TOWN OF MANSFIELD  
Solid Waste Advisory Committee  
Minutes of the Meeting  
March 24, 2005

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

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

The minutes of December 9, 2004 were reviewed and no corrections made.

Walton reported that she is now attending the non-profit ReCONNstruction Center meetings in order to help get Connecticut's first building reuse store open and operating. The Center's board of directors is seeking start-up funding to buy equipment and hire staff. Its greatest need is finding warehouse space to operate a store. At present, building materials and fixtures are being sold by appointment out of a storage space in New Britain. Walton distributed the ReCONNstruction Center's brochures. It was recommended that we publicize the ReCONNstruction Center in the newspaper and pass the brochures on to the Town building department. Walton stated that she would also add the information to the website.

Walton gave a state legislative update on three bills of particular interest. The environment committee is considering an expanded bottle bill that includes water bottles. A bill requiring new and renovated buildings that use state funds to be certified with the LEED silver rating is working its way through the legislative process. The Mansfield Solid Waste Advisory Committee submitted testimony on the bottle bill and LEED bill. It doesn't seem likely that an advanced disposal fee electronics bill will move out of the environment committee this year. The northeast region of state governments is working on a model electronics law, which is expected to be ready for use next year.

The committee reviewed the transfer station user reports with data from August 2004 to March 2005. From Report A (frequency of use)- the majority of residents use the transfer station infrequently (monthly to quarterly). About 38% of the users have single-family trash collection service. From Report B (materials delivered) - most deliveries of trash are accompanied with a delivery of recyclables. After trash and recyclables, bulky waste is the most frequently delivered item. From Report C (quantity of refuse) - most residents bring in 2 to 4 bags of trash with each visit, followed by one bag of trash per visit. From Report D (quantity of bulky waste) - most residents do not exceed 1 cubic yard of bulky waste per visit. Half of these residents have trash collection service.

Walton stated that the proposed litter ordinance has been edited a few times and will be reviewed again at an upcoming Town Council meeting.

The non-profit organization, Hands Across the Water, Inc., is seeking locations to place shipping containers for used books. They accept all books, except directories or phone books, which are

shipped to countries seeking written material. Walton said that they would like to place a container at the transfer station. The committee approved the idea suggesting that if the books are not taken from the swap shop, they should be donated to Hands Across the Water, Inc. It was recommended that the Friends of the Library, UConn Coop, and UConn professors be notified when this program begins.

After discussion, the date for Rid Litter Day was set for the weekend following UConn's spring weekend, Saturday, April 30, 2005.

Walton reported that the Festival on the Green is scheduled for Sunday, September 25 from 12-4, rain or shine. She will be heading up the trash/recycling/composting effort and would like to improve last year's effort as a low waste event. She is looking for volunteers who will be in charge of either set-up, clean-up, a recycling display with activity, or working with the volunteers on the day of the event. Gogarten and Ames volunteered to help with one of these activities. Walton will meet with the volunteers before the day of the event.

The draft municipal development plan for the Storrs downtown center development is being reviewed by the planning and zoning commission. To continue its advocacy for a town center that has resource, water or energy conservation built into its design, a letter from the Committee will be sent to the planning and zoning commission.

Walton reported on her activities at the schools including some upcoming classes on non-toxic cleaning and recycling. The Connecticut Recyclers Coalition will be offering sneaker recycling again this year. Walton anticipates that most of Mansfield's schools will participate along with the transfer station.

The next meeting was not scheduled, but will probably be in May.

The meeting was adjourned at 9:00 pm

Respectfully Submitted,

Virginia Walton  
Recycling/Refuse Coordinator

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

**ADMINISTRATION**

- Contract Authorizations: After today’s elections of officers, the Board will be asked to authorize the Chairman or Vice-Chairman to sign all of WINCOG’s standard (recurring annually) contracts anticipated for the upcoming year. Just as a reminder, the Executive Director is authorized to sign contracts of \$1,000 and under. Any contract above \$1,000 requires the Board representative’s signature.
- Willimantic River Alliance web page: Representatives from the Willimantic River Alliance have expressed great appreciation to us for the work that Dagmar Noll has done in developing this web site. While work is basically complete, the site is available right now only to the web site steering committee, while they check for any glitches.
- Super-regional planning: At the Eastern CT Workforce Investment Board (EWIB) Chief Elected Officials Council meeting yesterday (3/31), there was an interesting discussion about a potential joint planning effort involving the three COGs in Eastern CT and the EWIB, focussed on major project(s) in the EWIB region. There is not much information to provide at this point, but we hope to add to today’s agenda the opportunity for a preliminary discussion. This Council has three elected officials from SECCOG, and one each from NECCOG and WINCOG (Dan McGuire). The executive directors of the three COGs also attend to provide information and resource support.
- Paramedic budget: Bob Peterson, Windham Community Memorial Hospital, reported that there has not been any progress in getting UConn, ECSU, and “outside towns” to increase their contributions to the paramedic program budget.
- Technical assistance contracts active in FY 05:

Contract #	Description	Status
Ashford	POCD assistance	Completed
Mansfield	Mapping assistance	continuing
Columbia	Fill-in staffing (part time) for ZEO for one week	completed 7/04
Willimantic River Alliance	Web site development	completed
Chaplin	Planning and zoning services	Began 1/3/05; continuing under contract

**UPCOMING DATES OF INTEREST**

- April 6           Regional Planning Commission
- April 8           QSHC Historic Preservation Grant - postmark deadline
- April 13          8:00 a.m. I-395 TIA meeting with Oz Griebel at SECCOG
- April 18          QSHC Partnership Grant - postmark deadline
- April 26          9:00 a.m. - 3:00 p.m. NIMS Training at the Mansfield Council Chambers
- May 3            2:00 p.m. Northeastern CT Economic Partnership meeting, Chaplin Senior Center
- May 6            8:30 a.m. Next WINCOG meeting
- May 9            7:30 p.m. CT Public Transportation Commission Public Hearing, Windham Town Hall

**ECONOMIC DEVELOPMENT**

- EDA Planning Grant: No word yet. Marty Hunt (CERC) said that she would check on it, as CERC was the applicant on behalf of the Northeastern CT Economic Partnership. The delay may have something to do with the federal budget process and the proposal to streamline things by eliminating the EDA.

- RB 1106 - AAC Regional Economic Development: A substitute bill has been drafted. This bill would acknowledge and support existing regional economic development districts (such as the Northeastern CT Economic Partnership). It would provide grants (through DECD) of not more than \$50,000 annually to regional economic development districts to develop, amend, and implement a comprehensive economic development strategy (CEDS). It would also require the DECD to prepare a state-wide CEDS.
- CEDS update: As part of its annual review of the Comprehensive Economic Development Strategy for northeastern Connecticut, the Northeastern CT Economic Partnership is inviting the submissions of additional projects to be considered for inclusion in this year’s CEDS update. Forms were emailed to chief elected officials, town planners, and economic development directors, and hard copies are available at today’s meeting. There will be an opportunity for submitters to make brief presentations and answer questions at the May 3 NCEP meeting (see above).

### TRANSPORTATION

- I-395 TIA meeting: As noted above, the meeting of the I-395 Transportation Investment Area that was snowed out on March 1 has been rescheduled for April 13.
- Transportation Projects for the Regional Transportation Plan: Earlier this week, WINCOG staff faxed to each member a list of the transportation projects which have been designated as high local priority by member towns. The Board will be asked to identify those projects that they deem to be of high regional priority, for purposes of the current RTP update.

### TRANSIT

- WRTD Vehicle Storage/Maintenance Facility: A draft of the feasibility study for this facility was delivered to our office yesterday. Two possible locations have been identified – both along South Frontage Road in Mansfield. Construction costs are estimated at just under \$6 million, and preliminary estimates for the operating costs are about \$1.50 - \$2.00 per square foot (25,000 sq. ft.). That part of the study is not yet available to us.
- RFP for bus services: At the request of one bidder, the deadline for submission of bids in response to WRTD’s RFP has been extended to May 6. Five companies/organizations were represented at the bidders conference in mid-March.

### LAND USE PLANNING

- Regional Planning Commission: The Regional Planning Commission has not met since the last Director’s Report. Their next regular meeting is scheduled for April 6, 2005.
- Windham/Scotland Natural Resource Inventory and Prioritization: The Green Valley Institute and WINCOG co-hosted a joint meeting of the Windham Conservation Commission and the Scotland Open Space Subcommittee of the Planning and Zoning Commission on March 7<sup>th</sup>. The purpose of the meeting was to discuss how to conduct a natural resource inventory and prioritize natural resources using GIS. Both towns will continue the process individually with help from GVI and WINCOG. When the process is complete, both towns will have improved conservation plans that can be readily incorporated into their respective plans of conservation and development.
- Ashford Plan of Conservation and Development: The Ashford Planning and Zoning Commission voted to adopt their new PoCD on March 14<sup>th</sup>, 2005. Congratulations Ashford!
- CT Siting Council Telecommunications Maps: Most towns in the Windham Region have received (or will receive on Friday) Telecommunication Propagation Maps from the CT Siting Council. These maps roughly show areas of existing or potential wireless coverage based on existing or approved

telecommunications facilities. The maps reflect the recent updates forwarded to the CT Siting Council by WINCOG; however, there is much room for improvement. The CT Siting Council will accept additional information such as: 1) telecomm facilities not located on the maps, 2) sufficiently tall structures that could be used to co-locate telecomm facilities, 3) sensitive visual, environmental and historic areas, and 4) town-owned properties. With this information, the CT Siting Council will be able to provide towns with Telecommunication Plans of Development.

## **EMERGENCY PLANNING UPDATES**

- Department of Emergency Management and Homeland Security (DEMHS) funding:  
**FFY 2004 funds:** The DEMHS “road show” came to our region last Tuesday evening with a presentation at UConn’s Bishop Center. Commissioner Skip Thomas described the new agency’s structure; Libby Graham gave the grants update, noting that the state’s FFY 04 grant was issued on March 13. For those towns who are using the state as administrative agent (all but Coventry), you may have submitted to DEMHS last fall a list of purchases that you wanted to make with your funds. The department plans to review these “round 1” requests before the end of April. At the same time, DEMS has invited submissions for “round 2” or “second quarter” purchases, with a not-very-firm deadline of March 31. They will request such submissions each quarter for the duration of the 2-year grant period. You need not submit requests each quarter. The state is in the process of developing a policy to allow for the reimbursement of volunteers to attend training and exercises. Such reimbursement is allowed by the federal Division of Homeland Security, but the state couldn’t allow it in the past because they had no written policy. You should be aware of this so that you can budget funds for it. This will be permissible under both the FFY 2004 and FFY 2005 grants.

**FFY 2005 funds:** At today’s meeting you will be provided with one of the information packets distributed at the Tuesday night meeting. DEMHS’s immediate need is to **have each municipality designate an administrative agent - by April 18.** You may remember that last year Coventry (a participant in the Capitol Region Emergency Planning Council) designated CRCOG as its administrative agent, and all other WINCOG towns gave this designation to the state. Only 2.5% of the grant award can be used for administrative expenses, so there continues to be great merit in designating the state as administrative agent again for the FFY 2005 funds.

Also please note that if you are planning to buy any equipment relating to **communications interoperability, there is a special application form that must be completed. A copy of this is in your packet.**

- Pre-Disaster Hazard Mitigation Planning Grant – FEMA Funding through Department of Environmental Protection (DEP): By today’s meeting, Kristie Beaulieu will have met with representatives from Ashford, Chaplin, Columbia, Lebanon and Mansfield to discuss mitigation projects specific to their towns. She had meetings set up with Coventry and Hampton next week, and Scotland and Windham remain to be scheduled. We are trying to make certain that possible PDHM projects relating to roads are included in the Regional Transportation Plan update as well.
- Community Emergency Response Team (CERT): We are in the process of closing out the FFY 2003 funds for the Citizens Corps Council and CERT program. Because we charged all of last fall’s CERT expenses to extra FFY 2002 funds made available by the state just before that grant closed out, we have only had three months to spend our entire CERT grant. We did manage to squeeze in two 9-session training courses for CERT volunteers, but have had to purchase a lot of CERT “kits” (duffel bags/hard hats, etc) in advance of future classes to use up the funds. The next class can be scheduled as soon as we receive word that we can charge against either the FFY 04 or FFY 05 CERT funds. So if you have been thinking about having a course in your town, now is a good time to contact us to plan it!

**CENSUS AFFILIATE ACTIVITIES**

- Data Requests: Staff responded to requests for data from one resident and one town staff.

**LOCAL ASSISTANCE**

TOWN	ASSISTANCE	# HOURS
Ashford	• Additional technical assistance- POCD	10
Chaplin	• Industrial Site Development Meeting • Info on conditional staff appointments	1 0.5
Columbia	• Info on CDBG Grants	0.5
Coventry	• Info on parking requirements for Post Offices	1
Scotland	• Natural Resource Inventory coordination • Preparation of Zoning Map	4 1
Mansfield	• Printed land cover change maps for Cons. Comm.	1
Windham	• Provided meeting space and attended Windham Planning Commission meeting • Gathered and provided information on town-owned cemetery fees throughout the region • Natural Resource Inventory coordination • Hosted the library board's meeting	2 2 4
All Towns	• Northeastern CT Economic Partnership activities • Coordination between region's residents and organizations seeking volunteers for TOPOFF3	10 3

**OTHER ASSISTANCE**

- Continued to participate in Willimantic Whitewater Partnership.
- Participated in coordination meeting for possible greenway nominations of the Natchaug, Mt. Hope and Fenton Rivers.

**MEETINGS**

- March. 4 - WINCOG Board meeting / Windham (BB)  
- DEMHS Subcommittee on regional boundaries / Middletown (BB)
- 7 - Industrial Site Dev't. Meeting / Chaplin (JB)  
- Windham/Scotland Joint Conservation Meeting / WINCOG (JB)
- 8 - Meeting with OPM Undersecretary, OPM liaison (D. McGuire, BB)
- 9 - CERC press conference on EDDI (data system) / Berlin (BB)\*
- 10 - DEMHS Coordinating Council / Rocky Hill (BB)
- 15 - DPH Focus Area A (Public Health Planning) / Middletown (BB)  
- Statewide Citizens Corps Council / West Hartford (BB)
- 16 - WRD RFP bidders meeting (MP, BB)
- 17 - T2 (Technology Transfer) / Newington (BB)
- 18 - DEMHS Subcommittee on regional boundaries / Middletown (BB)
- 21 - Meeting with NE Alliance re web site (DN, BB)
- 28 - Intermunicipal Subdivision Meeting / Mansfield (JB)
- 29 - DEMHS regional meeting re FFY 04 and FFY 05 funding (BB)
- 31 - EWIB CEO's meeting / Norwich (D. McGuire, BB)

\* Time not charged to WINCOG

Mansfield Youth Service Bureau  
Advisory board  
Meeting Minutes  
Tuesday, March 8, 2005  
12 noon @ Right Turn  
90 South Park Street  
Willimantic, Connecticut 06226

In attendance were: Eileen Griffin, Therapist; Ethel Mantzaris ChairPerson; Patricia Michalak, YSB counselor; Chris Murphy, 12th grade, EOSmith High School; Shawnee Mason, 7th grade Mansfield Middle School, Valerie Thompson, 7th grade, Mansfield Middle School; Kevin Grunwald, Director of social Services, Town Of Mansfield; Stephanie Romano, 7th semester student, University Connecticut; Janit Romayko, YSB Coordinator; Vicki Barbero, Director, Right Turn of Perception Programs, Inc., Willimantic. Regrets: Frank Perrotti, Resident; Candace Morrell, Assistant Principal, Mansfield Middle School (early dismissal); Spenser Anthony, 8th grade, Mansfield Middle School

Agenda items included:

1. Presentation by Right turn: RT is one of the 16 programs of Perception Programs, Inc. The RT program grew out of a need of Underinsured adolescents not able to receive substance abuse Services. Most of the cases are referred by school, DCF, Juvenile Court and parents. Most are seen for possession and for being "under the influence" of substances. Urine screens are also a service offered by RT. Individuals, families and parents may also refer to the program. Ages served are typically 12-17. An evaluation is the first step and then a treatment plan is developed. Most adolescents are seen in groups and are offered individual and family therapy. There are two offices, one in Willimantic which also sees adults and the other in Danielson. RT attempts to address risky behaviors, first time offenses and individual substance issues. If a family is alcoholic, then services are sought for that family.

The NECASA survey recently indicated that 9th/10th grades still use. Recent drugs of choice have been attention deficit medications such as Ritalin at \$10 a pill (ingested by crushing and then snorting), heroin, marijuana, alcohol, paint can sniffing (very inexpensive), cold medication (very sedating), opiates and beer. A dangerous substance called meth has been discovered in the mid-West. It is extremely dangerous and can be very costly. If one becomes addicted, meth can be deadly. Law enforcement, police, the courts and the legislature need to develop a policy on trafficking, process before it becomes available in the East. Back in the 70's, meth was available in the area. Motorcycle gangs "ran" the substance and began distribution. There is always a market and most of the meth is cut with 60% heroin to deliver a more powerful reaction. It is also very expensive and can destroy many lives.

At Right Turn, approximately 150 adolescents are seen in an average year. Last year, the census was 220. The numbers have been higher lately due to increased use, more stress in society  
In general and fast paced lifestyles.

FWSN(Families with Service Needs) cases are handled at the court level but many are also referred to RT. FWSN cases are truants, out of control behaviors, and irreconcilable family differences with children below the ages of 16. There are also many co-occurring substances in these cases.

RT gets more and more calls from parents with "out of control" kids. Vicki remarked that many of today's parents were raised in "laissez faire" homes and have not yet mastered the art of limit setting and follow through/consistency.

RAVE parties and use of oxycontin have decreased because the word on the "street", in schools, and with peers is that the substance is a dangerous one. Anything that has the prefix "oxy" is deathly. The PR effort

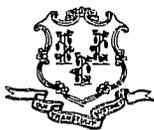
was seen as a positive thing, thankfully. The close proximity of Uconn proved to be a negative as the site was a major trafficking conduit for the East Coast to other universities. Lately, a new program called MFT (Multi Family therapy) has been Instituted. It is a 20-hour a week, home based program, Intensive in strength. Big issues are violence, bullying, in Schools, terrorism and the fear of again. Funding for RT has Decreased due to security provisions in schools. The major Schools in the Willimantic area from which RT clients come are EOSmith, Windham High School and Windham Tech. Alcoholic families are also a challenge for RT as there may be A challenge for RT as there may be addicted parent/s and/or Adolescents. Alcohol stifles development and usually there Is little parenting, blame, guilt, and family secrets. Communication between family members is often minimal. Cutting has also been a popular attention seeking behavior. The Art of cutting/carving body parts is usually symptomatic of Negative self-image, low self-esteem and it cannot be ignored. The prevalence in girls is more apparent but boys do exhibit cutting. There is not much that a school can do except refer to the emergency room. ER response is sometimes dictated by the coverage of the family's insurance. Previously, DARE(Drug Abuse Resistance Education) programs existed. funding was cut as programs were seen as "unscientific". Unscientific or not, DARE did have benefits than-limitations as kids felt comfortable with the presence of police and confided in them

2. The Dog Days of Summer 2004: The group then watched the 14 minute video that was made by 11 students, five of which were from Mansfield. Feedback was positive and it will be given to PTAs and libraries. The video was funded by ERASE and the grant paid for the filming/editing as well as stipends for the participants.
3. Update: The February update was reviewed on the return trip.

Meeting adjourned 1:15pm  
Respectfully,

Janit P. Romayko  
Secretary

JR/jr



State of Connecticut  
Department of Economic and  
Community Development

TO: All Interested Parties

FROM: Rick Robbins, Community Development Administrator  
Compliance Office and Planning/Program Support

DATE: April 1, 2005

SUBJECT: **Affordable Housing Appeals Procedure List**

The 2004 Affordable Housing Appeals Procedure List is attached. This is a list of percentages of assisted housing by municipality.

Units counted by the Department for this list include: (1) Assisted Housing Units-housing currently receiving financial assistance under any governmental program for the construction or substantial rehabilitation of low and moderate income housing which was occupied or under construction by September 30, 2004 and any housing occupied by persons receiving rental assistance under Chapter 138a of the Connecticut General Statutes (State Rental Assistance) or Section 142f of Title 42 of the United States Code (Section 8); (2) Ownership Housing – housing currently financed by the Connecticut Housing Finance Authority and/or the United States Department of Agriculture; (3) Deed Restricted Properties-properties with deeds containing covenants or restrictions which require that such dwelling units be sold or rented at or below prices which will preserve the units as affordable housing as defined in C.G.S. 8-39a for persons and families whose incomes are less than or equal to eighty percent of area median income.

Changes in the number of units counted toward the ten percent threshold are caused by several factors which include: (1) the relocation of households using Section 8 or RAP certificates; (2) the expiration of deed restrictions or refinancing of mortgages; (3) the demolition of buildings and/or the addition of units completed or under construction during the 2003-2004 program year.

The data for the Affordable Housing Appeals Procedure List comes from different sources including federal, state and local programs. This makes it difficult for the Department to ensure complete accuracy. Of particular importance to data accuracy is local administrative review of and input on the street addresses of units and projects, and information on deed restricted units. The response to the Department for information for the list varies widely from community to community. The U. S. Department of Housing and Urban Development 2000 Census numbers are used as the base numbers for the number of housing units in any given town.

The Town of Mansfield (at 12.37%) has been added to the towns that are exempt under Section 8-30g CGS under the 2004 Affordable Housing Appeals Procedure.

If you have any questions or wish to discuss this information, please call Jeri Fazzalaro, Planning Specialist at 860-270-8164.

The Department of Economic and Community Development administers programs in a nondiscriminatory manner, consistent with affirmative action, equal employment opportunities and fair housing requirements. Concerns, complaints, questions or requests for information in alternative formats must be directed to Rick Robbins, ADA Coordinator, at 860-270-8214.

## 2004 AFFORDABLE HOUSING APPEALS PROCEDURE LIST

TOWN	2000 CENSUS HOUSING UNITS	GOVERNMENTALLY ASSISTED UNITS	CHFA/FmHA MORTGAGES	DEED RESTRICTED	TOTAL ASSISTED	PERCENT
<b>Towns which are exempt under Section 8-30g CGS</b>						
1 Ansonia	7,937	1,053	116		1,169	14.73%
2 Bloomfield	8,195	675	290		965	11.78%
3 Bridgeport	54,367	8,657	1,179	26	9,862	18.14%
4 Bristol	26,125	2,419	965	6	3,390	12.98%
5 Brooklyn	2,708	292	82		374	13.81%
6 Danbury	28,519	2,513	365	118	2,996	10.51%
7 East Hartford	21,273	2,093	939		3,032	14.25%
8 East Windsor	4,356	591	78	14	683	15.68%
9 Enfield	17,043	1,554	551	7	2,112	12.39%
10 Groton	16,817	3,398	284	10	3,692	21.95%
11 Hartford	50,644	16,748	1,644		18,392	36.32%
12 Killingly	6,909	575	201		776	11.23%
13 Manchester	24,256	2,717	764		3,481	14.35%
14 Mansfield	5,481	568	66	44	678	12.37%
15 Meriden	24,631	2,513	1,127	4	3,644	14.79%
16 Middletown	19,697	2,740	492		3,232	16.41%
17 New Britain	31,164	4,140	1,198	3	5,341	17.14%
18 New Haven	52,941	14,366	1,193	319	15,878	29.99%
19 New London	11,560	2,006	431	7	2,444	21.14%
20 Norwalk	33,753	3,228	258	486	3,972	11.77%
21 Norwich	16,600	2,577	535		3,112	18.75%
22 Plainfield	5,676	551	280		831	14.64%
23 Putnam	3,955	433	145		578	14.61%
24 Stamford	47,317	4,925	205	104	5,234	11.06%
25 Torrington	16,147	1,224	627		1,851	11.46%
26 Vernon	12,867	1,979	299	25	2,303	17.90%
27 Waterbury	46,827	7,143	2,553		9,696	20.71%
28 West Haven	22,336	2,342	440		2,782	12.46%
29 Winchester	4,922	493	20		513	10.42%
30 Windham	8,926	2,089	133		2,222	24.89%
<b>Towns which are not exempt under Section 8-30g CGS</b>						
31 Andover	1,198	24	14		38	3.17%
32 Ashford	1,699	37	44		81	4.77%
33 Avon	6,480	141	14		155	2.39%
34 Barkhamsted	1,436	1	9		10	0.70%
35 Beacon Falls	2,104	6	25		31	1.47%
36 Berlin	6,955	210	28	21	259	3.72%
37 Bethany	1,792		2		2	0.11%
38 Bethel	6,653	214	61	46	321	4.82%
39 Bethlehem	1,388	24	2		26	1.87%
40 Bolton	1,969	2	15		17	0.86%
41 Bozrah	917	4	21		25	2.73%
42 Branford	13,342	257	121		378	2.83%
43 Bridgewater	779		0		0	0.00%

## 2004 AFFORDABLE HOUSING APPEALS PROCEDURE LIST

TOWN	2000 CENSUS HOUSING UNITS	GOVERNMENTALLY ASSISTED UNITS	CHFA/FmHA MORTGAGES	DEED RESTRICTED	TOTAL ASSISTED	PERCENT
44 Brookfield	5,781	37	38	10	85	1.47%
45 Burlington	2,901	27	23		50	1.72%
46 Canaan	610	1	6	1	8	1.31%
47 Canterbury	1,762	76	40		116	6.58%
48 Canton	3,616	229	34	29	292	8.08%
49 Chaplin	897	4	19		23	2.56%
50 Cheshire	9,588	182	58	43	283	2.95%
51 Chester	1,613	27	6		33	2.05%
52 Clinton	5,757	87	33		120	2.08%
53 Colchester	5,409	354	80		434	8.02%
54 Colebrook	656	1	2		3	0.46%
55 Columbia	1,988	28	28		56	2.82%
56 Cornwall	873	18	1		19	2.18%
57 Coventry	4,486	111	120	20	251	5.60%
58 Cromwell	5,365	212	160		372	6.93%
59 Darien	6,792	90	1	32	123	1.81%
60 Deep River	1,910	31	11		42	2.20%
61 Derby	5,568	402	67		469	8.42%
62 Durham	2,349	35	6		41	1.75%
63 East Granby	1,903	74	21		95	4.99%
64 East Haddam	4,015	74	18		92	2.29%
65 East Hampton	4,412	75	52		127	2.88%
66 East Haven	11,698	502	274		776	6.63%
67 East Lyme	7,459	245	41		286	3.83%
68 Eastford	705		16		16	2.27%
69 Easton	2,511	1	0	10	11	0.44%
70 Ellington	5,417	262	79		341	6.29%
71 Essex	2,977	37	4		41	1.38%
72 Fairfield	21,029	398	23	113	534	2.54%
73 Farmington	9,854	529	83	85	697	7.07%
74 Franklin	711		6		6	0.84%
75 Glastonbury	12,614	614	72	35	721	5.72%
76 Goshen	1,482	2	6		8	0.54%
77 Granby	3,887	85	18	5	108	2.78%
78 Greenwich	24,511	1,101	0	13	1,114	4.54%
79 Griswold	4,530	171	114		285	6.29%
80 Gullford	8,724	133	27		160	1.83%
81 Haddam	2,822	22	2		24	0.85%
82 Hamden	23,464	1,271	381	4	1,656	7.06%
83 Hampton	695	1	16		17	2.45%
84 Hartland	759	2	1		3	0.40%
85 Harwinton	2,022	23	8		31	1.53%
86 Hebron	3,110	59	18		77	2.48%
87 Kent	1,463	25	2	24	51	3.49%
88 Killingworth	2,283		4		4	0.18%
89 Lebanon	2,820	32	42		74	2.62%
90 Ledyard	5,486	35	109		144	2.62%

## 2004 AFFORDABLE HOUSING APPEALS PROCEDURE LIST

TOWN	2000 CENSUS HOUSING UNITS	GOVERNMENTALLY ASSISTED UNITS	CHFA/FmHA MORTGAGES	DEED RESTRICTED	TOTAL ASSISTED	PERCENT
91	Lisbon	1,563	4	49	53	3.39%
92	Litchfield	3,629	143	9	177	4.88%
93	Lyme	989		0	6	0.61%
94	Madison	7,386	91	3	113	1.53%
95	Marlborough	2,057	24	10	34	1.65%
96	Middlebury	2,494	76	9	85	3.41%
97	Middlefield	1,740	30	8	38	2.18%
98	Milford	21,962	1,094	180	1,381	6.29%
99	Monroe	6,601	30	7	37	0.56%
100	Montville	6,805	99	102	201	2.95%
101	Morris	1,181	20	1	21	1.78%
102	Naugatuck	12,341	757	305	1,062	8.61%
103	New Canaan	7,141	144	1	176	2.46%
104	New Fairfield	5,148	1	27	32	0.62%
105	New Hartford	2,369	23	29	52	2.20%
106	New Milford	10,710	148	125	273	2.55%
107	Newington	12,264	375	300	711	5.80%
108	Newtown	8,601	123	12	150	1.74%
109	Norfolk	871	29	3	32	3.67%
110	North Branford	5,246	64	34	98	1.87%
111	North Canaan	1,444	102	5	107	7.41%
112	North Haven	8,773	369	62	431	4.91%
113	North Stoningt	2,052	3	12	15	0.73%
114	Old Lyme	4,570	63	6	72	1.58%
115	Old Saybrook	5,357	52	14	66	1.23%
116	Orange	4,870	45	6	51	1.05%
117	Oxford	3,420	34	7	41	1.20%
118	Plainville	7,707	238	294	564	7.32%
119	Plymouth	4,646	184	80	264	5.68%
120	Pomfret	1,503	33	13	46	3.06%
121	Portland	3,528	208	29	237	6.72%
122	Preston	1,901	41	20	61	3.21%
123	Prospect	3,094	1	17	18	0.58%
124	Redding	3,086		1	1	0.03%
125	Ridgefield	8,877	152	11	163	1.84%
126	Rocky Hill	7,962	238	133	371	4.66%
127	Roxbury	1,018	18	0	18	1.77%
128	Salem	1,655	1	13	14	0.85%
129	Salisbury	2,410	17	2	19	0.79%
130	Scotland	577	1	10	11	1.91%
131	Seymour	6,356	276	78	354	5.57%
132	Sharon	1,617	20	5	25	1.55%
133	Shelton	14,707	318	45	445	3.03%
134	Sherman	1,606		1	1	0.06%
135	Simsbury	8,739	261	39	300	3.43%
136	Somers	3,012	57	12	69	2.29%
137	South Windsor	9,071	284	138	422	4.65%

## 2004 AFFORDABLE HOUSING APPEALS PROCEDURE LIST

TOWN	2000 CENSUS HOUSING UNITS	GOVERNMENTALLY ASSISTED UNITS	CHFA/FmHA MORTGAGES	DEED RESTRICTED	TOTAL ASSISTED	PERCENT	
138	Southbury	7,799	85	11	96	1.23%	
139	Southington	15,557	662	208	11	881	5.66%
140	Sprague	1,164	29	12		41	3.52%
141	Stafford	4,616	187	82		269	5.83%
142	Sterling	1,193	2	51		53	4.44%
143	Stonington	8,591	315	25		340	3.96%
144	Stratford	20,596	827	231	15	1,073	5.21%
145	Suffield	4,853	136	27	15	178	3.67%
146	Thomaston	3,014	97	101		198	6.57%
147	Thompson	3,710	202	60		262	7.06%
148	Tolland	4,665	94	56		150	3.22%
149	Trumbull	12,160	266	23	90	379	3.12%
150	Union	332	1	3		4	1.20%
151	Voluntown	1,091	53	38		91	8.34%
152	Wallingford	17,306	657	293	22	972	5.62%
153	Warren	650		1		1	0.15%
154	Washington	1,764	14	4	12	30	1.70%
155	Waterford	7,986	129	153		282	3.53%
156	Watertown	8,298	228	66		294	3.54%
157	West Hartford	25,332	1,197	264	162	1,623	6.41%
158	Westbrook	3,460	144	12	24	180	5.20%
159	Weston	3,532	1	0		1	0.03%
160	Westport	10,065	216	9		225	2.24%
161	Wethersfield	11,454	649	156		805	7.03%
162	Willington	2,429	132	29		161	6.63%
163	Wilton	6,113	89	1	69	159	2.60%
164	Windsor	10,900	361	308		669	6.14%
165	Windsor Locks	5,101	268	158		426	8.35%
166	Wolcott	5,544	310	111		421	7.59%
167	Woodbridge	3,189	34	3		37	1.16%
168	Woodbury	3,869	62	16		78	2.02%
169	Woodstock	3,044	30	39		69	2.27%
	1,385,978	119,015	24,804	2,444	146,263	10.55%	

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**Ashford Planning & Zoning Commission**  
25 Pompey Hollow Road  
Ashford, CT 06278

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Date: 1/24/05

To: Town Clerks of Union, Eastford, Willington, Chaplin & Mansfield

From: Ashford Planning and Zoning

re: Public Hearing for 9 month Residential Subdivision Moratorium

Date: 4-11-05 @ VFW Hall, 22 Pompey Hollow Road, Ashford @ 8:00 pm

PROPOSED REVISIONS TO THE ASHFORD ZONING AND SUBDIVISION REGULATIONS REGARDING A PROPOSED TEMPORARY AND LIMITED MORATORIUM ON SUBDIVISION AND RESUBDIVISION APPLICATIONS

1. REVISE ARTICLE I OF THE ZONING REGULATIONS to add a new Subsection 1.03 to read as follows:

- A. Temporary and limited moratorium on subdivision and re-subdivision Applications.

1. Statement of purpose

This section has been adopted to provide the Commission with the time necessary to implement recommendations of the recently adopted Plan of Conservation and Development, revise Subdivision Regulations to reflect state of the art road design, add open space subdivision regulations and engage in a comprehensive land use planning process to properly evaluate and determine the current needs of the community and to promote public health, safety, and general welfare.

2. Applicability

During this temporary and limited-term moratorium, no subdivision or re-subdivision application in the Residential/Agricultural Zone that includes proposed streets of a tract of land existing at the time of adoption of this amendment into more than two (2) lots, shall be received by the Commission for review and action. Date of receipt shall be determined per Connecticut General Statute Section 8-7d.

3. Effective Date/Term

This temporary and limited term moratorium shall become effective upon adoption and subsequent publication of the notice of adoption and shall remain in effect for a period of nine (9) months.

2. REVISE SECTION 6 OF THE SUBDIVISION REGULATIONS to add Section 6.08:

Pursuant to Section 1.03 of the Zoning Regulations, Ashford has adopted a Temporary and Limited Moratorium on receiving and acting upon certain subdivision and re-subdivision applications. See Article 1.03 of the Ashford Zoning Regulations for specific details. During this moratorium, the Planning and Zoning Commission may also propose zoning regulation text and/or map amendments authorized by Sections 8-2 and 8-25 of the General Statutes.

April 6, 2005

**Re: Comments in Support of a New Bond Referendum in the Fall of 2005 for Open Space Acquisition Presented at Public Hearing session of the Town of Mansfield Town Council Meeting April 11, 2005**

Council Members:

I am Al Cyr, of 176 Bonemill Road in Storrs. I speak on behalf of four advisory committees: the Agriculture Committee, Conservation Commission, Open Space Preservation Committee, and Parks Advisory Committee. Please refer to our written comments in your meeting packet.

We first want to thank the Mansfield Community and the Town Council for their past support for open space acquisition. In 1992 a Town-wide referendum approved a bond issue of one million dollars, followed by many years of Town Council support in the form of annual allocations. In fifteen years, we have spent 2.5 million dollars wisely, leveraging grant monies, and working in cooperation with local conservation groups such as Joshua's Trust. Guided by the Town's PLAN OF CONSERVATION AND DEVELOPMENT, our purchases have served many functions such as protecting public water supply, watersheds, preserving views, conserving history, protecting native habitats, and providing areas for public recreation. Mansfield's open space program has preserved some of our farmland and historic features, and established public parks such as Coney Rock, Fifty-foot Cliff, Mt. Hope Park, and Eagleville Preserve.

Tonight, we four committees come before you to recommend continuing our open space acquisition program and to support a new bond referendum. We urge the Town Council to increase the proposed bond amount to 2 million dollars and to support a continuous annual allocation of \$500,000. Mansfield has proven that careful open space acquisition improves the quality of life in our Town. However the job is not over. Our landscape is changing at an increasing rate so our challenge continues. We believe the proposed bond referendum will allow continued success in preservation of open space in Mansfield--another piece in the puzzle of how to responsibly guide our community through inevitable growth and change.

Lastly, we request that we may, at a later date, present more information to the Town Council about the open space preservation program. Thank you for your consideration in this matter.

Respectfully Submitted,

Agriculture Committee  
Conservation Commission  
Open Space Preservation Committee  
Parks Advisory Committee

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**Matthew W. Hart**

**From:** Sara-Ann Chaine  
**Sent:** Wednesday, April 06, 2005 2:30 PM  
**To:** Matthew W. Hart  
**Subject:** FW: Democratic Town Committee Action to fill PZC Vacancy  
**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

-----Original Message-----

**From:** Joan E. Gerdson  
**Sent:** Tuesday, April 05, 2005 8:46 AM  
**To:** Sara-Ann Chaine  
**Subject:** FW: Democratic Town Committee Action to fill PZC Vacancy

Please place in next packet.

-----Original Message-----

**From:** Jane R. Reinhardt  
**Sent:** Tuesday, April 05, 2005 8:31 AM  
**To:** Joan E. Gerdson  
**Subject:** FW: Democratic Town Committee Action to fill PZC Vacancy

-----Original Message-----

**From:** Gregory Haddad [mailto:gregory.haddad@snet.net]  
**Sent:** Monday, April 04, 2005 12:37 PM  
**To:** reinhardtjr@mansfieldct.org  
**Cc:** Joan E. Gerdson  
**Subject:** Democratic Town Committee Action to fill PZC Vacancy  
to: Mansfield Town Clerk  
from: Rudy J. Favretti, Chairman  
Mansfield Planning and Zoning Commission  
date: April 5, 2005

At a regular meeting held on Monday, April 4, 2005, the Mansfield Planning and Zoning Commission unanimously voted to approve motions to appoint Bonny Ryan to fill the position of full member of the Commission, replacing Audrey H. Barberet, and Carl Kusmer to fill the vacancy thus created as an alternate member of the Commission, effective immediately.

If there are any questions regarding this action, please contact the Planning Office. Thank you for your attention.

[Jane R. Reinhardt]  
Chairman Favretti and members of the Mansfield Planning and Zoning Commission,

At its March 31 meeting, the Mansfield Democratic Town Committee passed a motion that recommends that the Planning and Zoning Commission select Alternate Commissioner Bonnie Ryan to fill the vacancy created by Audrey Barberet's resignation.

The motion also directed me to inform you that the town committee recommends that Carl Kusmer be selected by the Planning and Zoning Commission to fill Ms. Ryan's alternate position on the

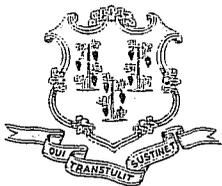
commission.

Carl T. Kusmer  
9 Patriots Square  
Mansfield Center, CT 06250  
Phone: 860-456-3039

Thank you for your consideration of these recommendations

Sincerely,

Gregory Haddad  
Chairman, Mansfield Democratic Town Committee



STATE OF CONNECTICUT  
EXECUTIVE CHAMBERS

Item #18

M. JODI RELL  
GOVERNOR

April 1, 2005

Town Manager Martin Berliner  
Beck Municipal Building  
4 South Eagleville Rd.  
Mansfield, CT 06268

Dear Town Manager Berliner,

The State of Connecticut is on the verge of an historic moment and a new era in economic development, tourism and state pride. On June 2, 2005, the Connecticut Convention Center in Hartford is scheduled to open its doors for business, bringing nearly 200 events and more than 250,000 visitors to Connecticut in its first year.

To celebrate our state's entry into a new and exciting, international marketplace, a state-wide Open House is planned at the convention center Sunday, June 5, from 12 noon to 5 p.m. I invite you and the residents of your city or town to attend this first ever public event, and participate by donating your official flag for display in the building during the entire month of June.

In all, there are a series of five grand opening events planned from May through June. They include a worker appreciation event May 31, an official ribbon-cutting June 2, a state-wide Open House June 5, a celebration of Hartford Hometown Heroes and Treasures June 11 and a gala to benefit the state's future science center June 25. In all, more than 40,000 people are expected to visit the convention center from May 31 through June 25, and my hope is to proudly display a flag from each municipality in the state.

Having a convention center in Connecticut gives us all the opportunity to market our state nationally and internationally as a great meeting destination. It is a matter of state pride. Every corner of Connecticut holds a treasure – whether it's a genuine historic experience, a beautiful scene, a thrilling attraction, a growing community or a story that inspires the human spirit.

To participate in the June 5 Open House, please send a standard size (3' by 5') municipal flag to the Capital City Economic Development Authority, 50 Columbus Boulevard, Suite 400, Hartford, CT 06106, or contact Dean Pagani at 860-527-0100 for additional details.

Sincerely,

  
M. Jodi Rell  
Governor

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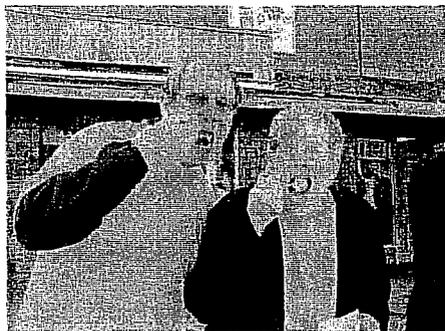
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festival on the  
**green**

MANSFIELD DOWNTOWN PARTNERSHIP

**Mansfield Downtown Partnership  
wants YOU to participate in the  
2<sup>nd</sup> Annual Festival on the Green!**

# SAVE THE DATE!



*Photos from  
last year's  
Festival on  
the Green.*



*Photos by John P. Manfred*

**Support your town!**

**We're looking for  
sponsors, food  
vendors, artisans &  
volunteers from the  
Mansfield area for the  
Festival on the Green**

**Sunday 9/25/05**

**12 - 4 p.m.**

**Rain or Shine!**

The purpose of the Festival on the Green is to celebrate "the best of Mansfield" and promote Mansfield businesses, cultural and historical venues, and the many outdoor activities in the community. A parade, live music and entertainment, an inflatable moonwalk and a pie judging contest are just a few of the events scheduled. Vendors will showcase the region's tastiest food, finest art and crafts, and more.

The Festival will be held on Sunday, September 25, 2005 from noon to 4pm, rain or shine. The Festival committee meets the 1<sup>st</sup> and 3<sup>rd</sup> Mondays of the month at 5 p.m. at the Mansfield Downtown Partnership Office. All are welcome!

If you are interested in becoming a volunteer or have any questions, please contact Elaine Mirkin at (860) 429-2740 or P. 161 - mail [MirkinES@mansfieldct.org](mailto:MirkinES@mansfieldct.org)

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# CONNECTICUT COALITION FOR **JUSTICE** IN EDUCATION FUNDING

Dear Colleagues:

We write on behalf of the Board of Directors of the Connecticut Coalition for Justice in Education Funding. CCJEF is a nonprofit organization that was recently founded to provide leadership, research, education, and advocacy for school finance reform aimed at securing equal educational opportunity for all students. CCJEF also seeks to contribute toward the tax restructuring efforts that will be necessary for significantly enlarging the state's role in carrying out its Constitutional obligation to adequately fund the public schools in ways that are equitable for taxpayers and municipalities.

In short, CCJEF strives to help bring about a school funding system that is driven by the educational needs of students rather than Grand Lists, an "adequacy-based" system wherein state investment more closely reflects the real cost of educating students in each and every municipality and school.

CCJEF's growing membership currently consists of some two dozen municipalities that together represent approximately 38 percent of the state's population, 70 percent of all minority students, and 55 percent of all low-income students, plus an equal number of professional associations, unions, local boards of education, and advocacy organizations.

Our concerns encompass the school funding interests of all municipalities, school districts, and students. We believe that a substantially greater investment by the state is required, an investment that reflects the real cost of educating students and ensures that each town has the ability to provide its children a high-quality education. Carefully crafted and phased in over a few years, such a student needs-driven/adequacy-based funding system should substantially lower property tax burdens and reduce tax inequities across and within municipalities. Adequately funded PK-12 schools, when accompanied by strong accountability and results-oriented oversight, should also ensure equal opportunity for all Connecticut students, as measured, at least in part, by improved student performance and a closing of the achievement gaps.

CCJEF urges cities and towns throughout the state — however large or small, urban, suburban, or rural, wealthy or fiscally at risk — and their school districts to join us in this critically important, high-stakes campaign. Together we can bring about a modern education funding system that meets the needs of 21<sup>st</sup> century schooling and is based on an equitable tax structure. United we have the clout, but sit back and continue employing only the usual strategies for expressing fiscal distress and surely the tax burden on municipalities will keep mounting, even as we annually make painful cuts to school district budgets that support the programs, services, and staffing our students need and deserve.

More information about CCJEF, our position on needed school finance reforms, and our modest membership fees can be found at [www.ccjef.org](http://www.ccjef.org), a new website that will be launched by April 1.

Please also let us direct your attention to the education adequacy cost study described on our website. CCJEF commissioned the study to move forward a 2001 recommendation of the General Assembly's Program Review and Investigations Committee calling for such a study to inform needed modifications to the Education Cost Sharing (ECS) formula. WP.163ned that providing sound, defensible data via a

research process that has been recognized by legislatures and courts across the nation would be of considerable importance to the Governor and the Legislature as work gets underway to revamp a school funding system that everyone agrees is sorely broken.

Accordingly, the study was undertaken by Augenblick, Palaich and Associates, a nationally prominent school finance consulting firm based in Denver.

The adequacy cost study is now nearing completion. Its results will provide carefully grounded estimates of (a) the base cost of providing an adequate education, an amount that applies to every child in every district, which in a fully funded state-of-the-art school finance formula would constitute the foundation base, and (b) the extra cost of providing an adequate education for students from low-income families, students whose native language is not English, and students receiving special education services, or in terms of a funding formula, the student weightings that would be added to the foundation base according to each district's student population. (An adequate education, narrowly construed for the purposes of this study, was defined as the provision of resources necessary for ensuring that a high proportion of all students meet the curricular and performance standards set by the State Board of Education.)

To release the state-level findings of the adequacy cost study, CCJEF will host a half-day conference at the Legislative Office Building, Room 2C, on Monday, April 11, 2005, from 9:00 am to 12:30 pm. The mini-conference will also spotlight the role such studies have played in other states' school finance reform efforts, as experts from Maryland, New Jersey, and New York share their experiences, all of which are highly pertinent to our challenges here in Connecticut. Enclosed is a flier describing the conference; the agenda will be posted on the website early next week.

We hope you will clear your calendar to attend the conference and/or visit the CCJEF website soon thereafter to give the results of this study and other related information your serious consideration. The study's full written report, to be issued in May, will include town-by-town/district-by-district adequacy figures. We will notify you in advance of its release.

In the meantime, we at CCJEF would be pleased to meet with you in person or talk with you by phone to discuss the coalition's longer-term goals and other particulars, but also to benefit from your professional insights and learn what impact the current school funding crisis is having in your municipality and school district. To expedite arrangements for a meeting or conference call with coalition representatives, or to inquire further about becoming a coalition member, please contact Dr. Dianne Kaplan deVries, CCJEF Project Director, at (860) 461-0320 or [dianne@ccjef.org](mailto:dianne@ccjef.org).

Sincerely,

Carl Amento  
Mayor, Town of Hamden  
President, CCJEF

Eddie Perez  
Mayor, City of Hartford  
Vice-President, CCJEF

Domenique Thornton  
Mayor, City of Middletown  
Secretary, CCJEF

*Founding members of the CCJEF Board of Directors include the CEOs of Bridgeport, Danbury, Hamden, Hartford, Middletown, New Haven, New London, Norwalk, Putnam, Stamford, CT Association of Boards of Education (CABE), CT Association of Public School Superintendents (CAPSS), CT Education Association (CEA), American Federation of Teachers (CT AFT), CT Federation of School Administrators (CFSA), CT Council of Administrators of Special Education (ConnCASE), Bridgeport Child Advocacy Coalition (BCAC), and the Greater Hartford Interfaith Coalition for Equity and Justice (ICEJ). Yale Law School's Community and Economic Development Clinic is pro bono legal counsel to the coalition.*

Conference on

# EDUCATION ADEQUACY AND EQUITY IN CONNECTICUT

Legislative Office Building, Room 2C, Hartford

April 11, 2005  
9:30 am - 12:30 pm

## Conference to feature ...

- **First release of findings from the Cost of Education Adequacy Study commissioned by the Connecticut Coalition for Justice in Education Funding**
- **Panel presentations** describing nationwide school finance reforms and highlighting efforts in Maryland, New Jersey, and New York
- **Reactions to the study and the need for school finance reform in Connecticut** by representatives of the state's education community, mayors, and legislators

## Presenting experts include:

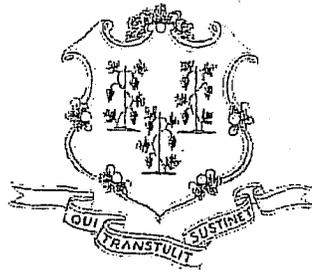
- **Dr. John Augenblick, Dr. Robert Palaich, John Myers, and Justin Silverstein**, whose nationally prominent school finance consulting firm has conducted the Connecticut Cost of Education Adequacy study and similar research in numerous other states
- **Michael Rebell, Esq.**, under whose leadership the Campaign for Fiscal Equity successfully challenged the way that New York City is funded by its state and whose extraordinary public engagement efforts have produced widespread citizen involvement in school finance reform
- **David Sciarra, Esq.**, whose Education Law Center in Newark successfully litigated a landmark decision in school finance and oversees New Jersey's unique fiscal arrangements with the Abbott districts (roughly similar to CT's ERG I school districts and many of those in ERG H )
- **Prof. Alvin Thornton**, Vice Provost, Howard University, under whose chairmanship Maryland's Commission on Education Finance, Equity, and Excellence utilized the findings from education adequacy cost studies to revamp school finance and avert litigation

**Targeted audience:** Legislators, state agency policy staff, municipal and school district leaders from across the state, local and regional organizations focusing on education, fiscal policy, equity issues, or factors impacting workforce preparedness and economic development. But come early — maximum seating is 200!

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## Connecticut State Library

Office of the State Librarian

## Connecticut Library Association

### Joint Official Statement

## NATIONAL LIBRARY WORKERS DAY

**WHEREAS**, there are hundreds of public, academic, school, governmental, and specialized libraries in Connecticut and they provide excellent and invaluable service to library users regardless of age, ethnicity, or socioeconomic background;

**WHEREAS**, libraries provide hundreds of thousands of people with the knowledge and information they need to live, learn and work in the 21st Century;

**WHEREAS**, librarians and library support staff bring the state a world of knowledge in person and online, as well as personal service and expert assistance in finding what is needed when it is needed;

**WHEREAS**, it is important to recognize the unique contributions of all library workers and the value to individuals and society of those contributions;

**WHEREAS**, a steady stream of recruits to library work is necessary to maintain the vitality of library services in today's information society;

**WHEREAS**, librarians and other library workers must be brought to the table at public policy discussions on key issues, such as intellectual freedom, equity of access, and narrowing the digital divide;

**WHEREAS**, the funding of libraries and salaries for library workers must be increased to attract more talented people to work in our nation's libraries and to ensure that these vital services are delivered each day;

**WHEREAS**, libraries, library workers, and library supporters across America and Connecticut are celebrating National Library Workers Day sponsored by the American Library Association-Allied Professional Association (ALA-APA);

**THEREFORE**, be it resolved that I, Kendall F. Wiggin, State Librarian and Christine Bradley, President, Connecticut Library Association, proclaim, Tuesday, April 12, 2005, as the second annual "National Library Workers Day in Connecticut." We encourage all in this state to take advantage of the variety of library resources available and to thank library workers for their exceptional contributions to American life.

Signed this 30th day of March 2005, in Hartford, Connecticut,

Kendall F. Wiggin  
Connecticut State Librarian

Christine Bradley  
President, Connecticut Library Association

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