



TOWN OF MANSFIELD
TOWN COUNCIL MEETING
MONDAY, August 14, 2006
COUNCIL CHAMBERS
AUDREY P. BECK MUNICIPAL BUILDING
7:30 p.m.

AGENDA

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EXECUTIVE SESSION

- | | |
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| 29. Personnel (Town Manager’s Search Committee) | |
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REGULAR MEETING-MANSFIELD TOWN COUNCIL
July 24, 2006

Mayor Elizabeth Paterson called the regular meeting of the Mansfield Town Council to order at 7:30 p.m. in the Council Chambers of the Audrey P. Beck Building.

I. ROLL CALL

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

II. APPROVAL OF MINUTES

Mr. Schaefer moved and Mr. Paulhus seconded to approve the minutes of the July 7, 2006 meeting with corrections.
Motion so passed.

III. MOMENT OF SILENCE

Mayor Paterson requested a moment of silence in honor of and respect for our troops around the world.

IV. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

Mayor Paterson requested a motion to move item 4 to the next item on the agenda. The motion made by Mr. Haddad was seconded by Mr. Clouette and passed by all.

4. Proclamation Acknowledging the 30th Year of the Mansfield Wilderness Challenge.

Mayor Paterson read the proclamation and thanked Charles Leavens and Julie White for their work to make this program such a success. Mr. Leavens has been a leader of the challenge program since its inception 30 years ago.

Mr. Leavens and Ms. White described the program to the members of the Council noting that a total of 576 Mansfield children have participated in the wilderness challenges which consist of a 30 mile hike, canoeing and rock climbing. The program has affected the lives of each of these students, building confidence and the ability to work toward group and individual goals. Mr. Leavens presented a video depicting the challenge experience of last year. Ms. White thanked Mr. Leavens and his wife Pat

for all the organizational and planning work that they continue to put into the program.

V. OLD BUSINESS

1. Issues Regarding the UConn Landfill

The Quarterly Progress Report was included in the packet.

2. Fenton River

Ms. Koehn asked whether the town has a copy of the RFP mentioned in Consent Order. Mr. Hultgren, Director of Public Works, stated that the town has a copy and that he will be attending a preproposal meeting on July 25 representing the interest of the town. Ms. Koehn mentioned that on Wednesday the Council on Environmental Quality would be discussing the issue.

3. Campus/Community Relations

Matt Hart, Assistant Town Manager, reported that staff is preparing to begin site visits to the off campus neighborhoods.

VI. NEW BUSINESS

4. Proclamation Acknowledging the 30th Year of the Mansfield Wilderness Challenge Program

Addressed above

5. Child and Adult Care Food Program for the Mansfield Discovery Depot

Mr. Haddad moved and Mr. Hawkins seconded the following resolution: Resolved, effective July 24, 2006, to authorize the Town Manager, Martin Berliner, to submit the attached application to the Connecticut Department of Education's Child and Adult Care Food Program (CACFP), to help fund the food service operation at the Mansfield Discovery Depot, and to execute any related grant documents.

Motion so passed.

6. Open Space Acquisition – Meadowbrook Lane LLC Property on Puddin Lane

By consensus it was agreed that the next step would be to schedule a field trip for Council members.

7. Successor Collective Bargaining Agreement with Local 760, CSEA- DPW

Mr. Clouette moved and Ms. Blair seconded, effective July 24, 2006, to authorize the Town Manager to execute the proposed successor Collective Bargaining Agreement between the Town of Mansfield and Local 760- CSEA- Public Works, which agreement shall enter into effect on July 1, 2006 and expire on June 30, 2009.

Mr. Hart reported that the Local 760, CSEA-DPW has ratified the agreement. The terms of the agreement were discussed including a new short and long- term disability program, a 3.5% cost of living raise and changes in the health insurance offerings. Mr. Hart commented that the agreement is very competitive with other municipal programs and superior to many in the private sector.

Mr. Haddad, while in support of the ratified agreement, stated that the necessary changes in the Health insurance offering further indicate the need for a National Health Policy.

Motion so passed.

VII. DEPARTMENTAL REPORTS

Members discussed the availability of opportunities for public input regarding the design guidelines being developed for the downtown project. Mr. Clouette noted that the Planning and Design Committee is in agreement with the need for public input and will schedule such opportunities. Mayor Paterson reported that she has assisted with the monthly open house for the Partnership and that these discussions with citizens have been very successful.

VIII. REPORTS OF COUNCIL COMMITTEES

Mr. Clouette reported that the Committee on Committees has met and that the website for volunteer information is almost complete. Regarding the standardization of terms, Mr. Clouette commented that the Town Clerk is reviewing all the charges to determine whether or not there are statutory required terms of office.

Mr. Haddad, on behalf of the Personnel Committee urged members to submit their Manager evaluation as soon as possible.

IX. REPORTS OF COUNCIL MEMBERS

Mr. Paulhus, in response to the "Needle" in the Chronicle regarding the establishment of a permanent committee to summarize information for and against referendum proposals, noted that no decision by the Council had been made. The Council is still gathering information. Mr. Hawkins commented that although there is a statute that enables municipalities to have such a committee that as far as we know there is no town that has created one.

X. TOWN MANAGER'S REPORT

Mr. Hart announced the rescheduled Tour de Mansfield is all set for Saturday July 29, 2006.

Mr. Hart also alerted the Council that staff is in the process of developing educational material regarding the 3 potential referendum questions for the November ballot. The possible items for referendum are the Community Center expansion, the fossil fuel conversion of the Middle School and the acquisition of open space. Mr. Hart noted that the materials would make it clear that the Council has not approved these items for referendum. The opportunity to disseminate educational material is restricted to time prior to the Council setting the date for the vote. Ms. Koehn requested that the fossil fuel conversion effort be renamed.

XI. FUTURE AGENDAS

XII. PETITIONS, REQUEST AND COMMUNICATIONS

8. Connecticut State Library re: Historic Documents Preservation Grant
9. Mansfield Four Corners Sewer Facilities Study
10. Press Release re: Tour de Mansfield

XIII. EXECUTIVE SESSION

Mr. Paulhus moved and Ms. Blair seconded to move into Executive Session.
Motion so passed.

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

Also present: Peter Curry

Personnel Issues

Mr. Paulhus moved and Ms. Blair seconded to move out of Executive Session.
Motion so passed,

XIV. ADJOURNMENT

Mr. Haddad moved and Ms. Blair seconded to adjourn the meeting.
Motion so passed.

The meeting was adjourned at 11:15 p.m.

Elizabeth Paterson, Mayor

Mary Stanton, Town Clerk

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**Town of Mansfield
Agenda Item Summary**

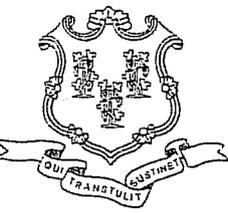
To: Town Council
From: *Martin Berliner*
Martin Berliner, Town Manager
CC: Matt Hart, Assistant Town Manager
Date: August 14, 2006
Re: Fenton River

Subject Matter/Background

I have attached for your information recent correspondence regarding the Fenton River. At this time, the Town Council does not need to take any action on this item.

Attachments

- 1) Office of Policy and Management re: Long-term Impact Analysis of the University of Connecticut's Fenton River Water Supply Wells on the Habitat of the Fenton River
- 2) Department of Environmental Protection re: Review of Pumping Records & Meter Calibration, Fenton River Wellfield



STATE OF CONNECTICUT
DEPARTMENT OF ENVIRONMENTAL PROTECTION



August 4, 2006

Thomas Q. Callahan, Interim Associate Vice President
Administration and Operations
Office of the President
University of Connecticut
Gulley Hall
352 Mansfield Road, U-48
Storrs, CT 06269-2048

Re: Review of Pumping Records & Meter Calibrations
Fenton River Wellfield
UCONN, Storrs, CT

Dear Mr. Callahan:

Thank you for your submittal dated February 13, 2006, which included the meter withdrawal records from the Fenton River Wellfield (Wells A, B, C & D) for the period of July 1, 2005 through September 30, 2005, pumping calculations from the Clearwater Basin (storage tank and pump station) and the Connecticut Water New England Water Utility Services Report dated February 6, 2006. Staff of the Inland Water Resources Division have reviewed the submittal and have determined that there is insufficient data to exactly determine UCONN's maximum withdrawal rate for the Fenton River Wellfield during the period of July 1, 2005 and September 30, 2005.

The Connecticut Water New England Water Utility Services' (NEWUS) report finds that the maximum withdrawal rate from the Fenton River Wellfield is limited by the flow rate of the Clearwater Basin booster pump. NEWUS recently determined the maximum capacity of booster pump to be 993.75 gallons per minute. UCONN contends that the booster pump was operated for a maximum of 14 hours per day from July 2005 through September 2005, and that based on its measured capacity, the maximum withdrawn from the wellfield could not have exceeded 0.838 million gallons per day. Unfortunately, actual records from the Clearwater Basin booster pump that validate UCONN's assertion that operating periods did not exceed 14 hours per day, were not provided in the aforementioned submittal. This is a concern since should the booster pump even be operated 12 minutes longer on any day, or the actual pumping rate from the booster pump be one percent higher than reported, the maximum registered withdrawal from the Fenton River Wellfield would have been exceeded. However, the NEWUS report makes a plausible case that during the Fenton River dewatering period from September 9 through 15, the withdrawal rate from the Fenton River Wellfield is likely not to have exceeded the registered diversion of 0.844 million gallons per day.

Although UCONN attests that a Water Diversion Violation did not occur at the Fenton River Wellfield during the summer of 2005, it is apparent from the submittal that the wellfield's infrastructure was in very poor condition. The aforementioned NEWUS report detailed that the existing meters for the four wells were not best suited for water supply wells and provided erratic and often conflicting water production results. This finding was evident in the submitted withdrawal records from the individual well meters from July 1, 2005 to September 30, 2005, which erroneously showed that the combined maximum withdrawal rate from the well field exceeded the registered maximum withdrawal rate nineteen (19) times. The NEWUS report further detailed that calibration of the existing meters was impossible due to the lack of hydrants, blow-offs and valves necessary to isolate each well.

To UCONN's credit, the NEWUS report and your letter stated that the observed infrastructure inadequacies of the Fenton River Wellfield and Clearwater Basin Pump Station have been fully corrected. These infrastructure improvements included:

1. The installation of new turbine flow meters on Fenton River Wells A, B, C and D;
2. The installation of a new transducer, totalizing flow meter and flow chart recorder for the Clearwater Basin booster pump; and
3. Re-piping of the Fenton River Wellfield to allow for future annual calibration of the individual well flow meters.

In addition to these infrastructure improvements, the submittal states that UCONN has recently retained NEWUS to operate and manage the University's entire water supply system.

The Department feels that these actions are positive steps that should improve operation and management of University's water supply system, and reduce the impact of the Fenton River Wellfield operation on the Fenton River ecosystem. To further the goal of protection of the Fenton River ecosystem, the Department expects that UCONN will operate their water supply system in accordance with the following best management practices:

1. Annually calibrate each well and pump station meter to within two percent accuracy as shown through a post-calibration test and maintain a record of the accuracy and calibration tests along with supporting documentation and certifications;
2. Daily maintain a record of the meter readings indicating the total volume of water in gallons withdrawn from the Fenton River Wells A, B, C and D and the total volume of water in gallons pumped from the Clearwater Basin pump station.
3. Within 48 hours after UCONN learns of an exceedance of the registered maximum diversion (0.844 million gallons per day) of the Fenton River Wellfield, UCONN shall submit in writing a report of such exceedance to the Commissioner.

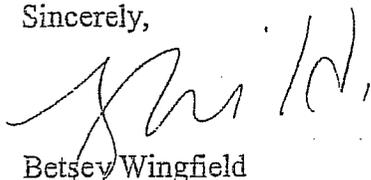
UCONN/Fenton River

We would recommend that NEWUS undertake a similar investigation of the metering and operation of the Willimantic Wellfield and also institute the same recommended best management practices there as well.

Please be aware, that any future metered exceedance of the maximum registered diversion of the Fenton River Wellfield will be considered a violation of the Connecticut Water Diversion Policy Act.

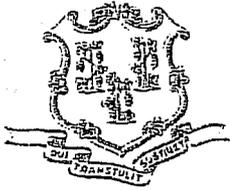
If you have any questions on this matter please contact Brian Golembiewski of the Inland Water Resources Division at (860) 424-3867.

Sincerely,



Betsey Wingfield
Bureau Chief
Bureau of Water Protection and Land Reuse

cc: Town of Mansfield Inland Wetland and Watercourses Agency ✓
Rich Miller, UCONN Office of Environmental Policy
Gerald Iwan, Ph.D., DPH



STATE OF CONNECTICUT

OFFICE OF POLICY AND MANAGEMENT
INTERGOVERNMENTAL POLICY DIVISION

TO: Tom Callahan, Associate Vice President for Governmental Relations
University of Connecticut, Storrs

FROM: W. David LeVasseur, Undersecretary 
Office of Policy and Management

DATE: July 6, 2006

SUBJECT: Long-term Impact Analysis of the University of Connecticut's Fenton
River Water Supply Wells on the Habitat of the Fenton River

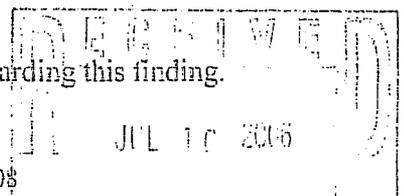
In our August 13, 2001 letter regarding the EIE for the UConn North Campus Master Plan, this agency requested that a study be undertaken to determine the long-term environmental impacts of the University's withdrawal of water from Fenton River. The scope of the study was developed in conjunction with DEP and was commented upon by DPH.

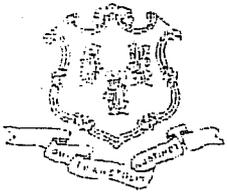
In your April 6, 2006 letter transmitting the study to OPM, you ask that we review the study and make a determination as to whether it fulfills the requirement of our August 2001 letter. We have consulted with both DEP and DPH in this regard and find that the subject study does indeed fulfill that requirement.

We have received a memo from DEP (attached) indicating that they have reviewed the study and find that it "adequately reflects the scope of work that was originally agreed upon" and that DEP "recommends that OPM accept the report as submitted". In its memo, DEP indicates that this study is a significant step forward in addressing the water supply issues at UConn, and encourages the monitoring and annual reporting to DEP regarding well field usage and stream flow gauging data. DEP also indicated concern that increased reliance on the Willimantic River during low flow periods could cause impairment to that river. DEP notes that these issues will be addressed in a future Memorandum of Agreement between the agencies.

In its comments (enclosed), DPH expressed concern regarding some of the recommendations in the report (i.e. withdrawal reductions from the Fenton during low flow periods). The agency indicated that, without a well managed and orchestrated operational plan, a reduction in Fenton withdrawals could potentially adversely impact the University community's drinking water needs. While this is an extremely important issue, OPM believes that its resolution is beyond the scope of this study. DPH notes in its comments that this issue will be addressed in the University's Water System Master Plan Study report due on February 1, 2007. We urge UConn to continue to work with DPH to resolve this concern.

Please contact Jeff Smith of my staff at 418-6395 if there are any questions regarding this finding.





STATE OF CONNECTICUT
DEPARTMENT OF ENVIRONMENTAL PROTECTION



W. David LeVasseur
Undersecretary
Intergovernmental Policy Division
Office of Policy and Management
450 Capitol Avenue, MS#52ASP
Hartford, CT 06106-1308

June 29, 2006

Dear Mr. LeVasseur:

Thank you for providing the opportunity for the Department of Environmental Protection to review the report titled "Long-term Impact Analysis of the University of Connecticut's Fenton River Water Supply Wells on the Habitat of the Fenton River". This report was the result of a study that OPM requested be performed in its approval of the Environmental Impact Evaluation for UConn's North Campus Master Plan.

The DEP finds that the report adequately reflects the scope of work that was originally agreed upon between UConn and DEP. Some changes were made to the original scope as the study progressed, but these changes were addressed in the final report.

The DEP finds the recommendations in the report to be reasonable given the underlying findings of the study. The recommendations include moving Well A further away from the river, monitoring stream flow, and reducing pumping at specific stream flow trigger levels. These recommendations will help preserve fish habitat in the Fenton and prevent reoccurrence of catastrophic environmental impacts such as those observed in September, 2005.

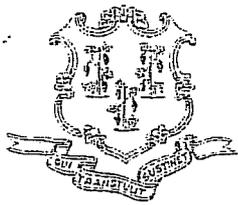
The DEP recommends that OPM accept the report as submitted.

Please note that while this study is a significant step forward in addressing the water supply issues at UConn, it is critical that the recommendations of this study be implemented. In addition, monitoring and annual reporting to DEP regarding daily well field usage and stream flow gaging data are necessary, as well as a study to ensure that the resulting increased reliance upon the Willimantic River Well Field under low flow conditions does not cause impairment of the Willimantic River.

Our understanding is that UConn is willing to carry out the recommendations of the study and the additional recommendations noted above. As you are aware, DEP has been working on a draft Memorandum of Agreement to address these with UConn and will be bringing such draft to the Water Planning Council for their consideration.

Sincerely,

Amey Marrella
Deputy Commissioner



STATE OF CONNECTICUT

DEPARTMENT OF PUBLIC HEALTH

May 8, 2006

W. David LeVasseur, Undersecretary
Intergovernmental Policy Division
State of Connecticut Office of Policy and Management
450 Capitol Ave. MS#SLP
Hartford, CT 06106-1308

Re: Comments on Recommendations from the Fenton River Study Team Report "Long-term Impact Analysis of the University of Connecticut's Fenton River Water Supply Wells on the Habitat of the Fenton River"

Dear Undersecretary LeVasseur:

As requested in your letter of April 13, 2006, the DPH Drinking Water Section (DWS) has reviewed the recommendations enumerated on page 20 of the subject report for their impacts on public water supply obtained from the Fenton River. The study report recommends that water production from the Fenton River Wells should be reduced according to criteria #8 through #12 appearing in Section 1.8 of the report in order to protect fish habitat during times of low flow. Criterion #11 recommends that pumping from the wellfield should stop whenever the river flow is below 3 cfs. The report also recommends that pumping from the wells should stop if flow in the river is below 6 cfs for 15 consecutive days or below 5 cfs for more than 5 consecutive days. Whenever the Fenton River Wells would be constrained by the recommended stream flow criteria, current and future margin of safety (available water \div demand) calculations would all be less than unity, which could lead to insufficient water supply for the University in violation of Sections 19-13-B102 (o) and (p) of the RCSA.

It is also important to note that models and surrogate data in the Fenton River Study Report indicate that low flows in the river generally occur in August and September. The latter part of August and early September timeframe coincides with the start of the fall semester and is the period when the University water system typically may experience its peak day demand for water. Historical data also show that peak month water demands generally occur in September or October. Thus, the peak demands for water service and periods when flow in the Fenton River may drop below the recommended 6 cfs action level are likely to occur at the same time. Therefore, because of this, the expression of available water supply and demand based on average day values would be misleading.

Phone: (860) 509-7333



Telephone Device for the Deaf: (860) 509-7191
410 Capitol Avenue - MS # 51WAT
P.O. Box 340308 Hartford, CT 06134

Affirmative Action: An Equal Opportunity Employer

Other recommendations in the report pertain to wellfield equipment and control upgrades along with the possible re-development of Well D and the replacement of Well A.

DPH would like to point out that further study and evaluation of these and similar items will be included in the University's Water System Master Plan Study report due on February 1, 2007.

The Master Plan is being conducted by the University under a consent order issued by the DPH DWS in 2005. The report deliverables will include a strategic assessment of:

1. Operational capacities/capabilities including proposed options for meeting future demand over 10, 25 and 50-year horizons; and
2. Current and future infrastructure conditions and limitations.

In closing, the implementation of recommendations to reduce pumping in the Fenton Wellfield without a well managed and orchestrated operational plan for the water system and/or the development of a suitable replacement to the Fenton River wellfield could adversely impact the University community's drinking water needs.

Sincerely,



Darrell B. Smith
Public Health Services Manager
Drinking Water Section

cc: Gerald Iwan, DWS Section Chief
Ellen Blaschinski, Branch Chief
Michael Hage, DWS
David Cooley, DWS



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: *Martin Berliner*
 Martin Berliner, Town Manager
CC: Matt Hart, Assistant Town Manager
Date: August 14, 2006
Re: Community/Campus Relations

Subject Matter/Background

I have prepared the following status report regarding our recent activities concerning community/campus relations:

- We have hired Jennifer Thompson as Secretary, Derek Debus as the full-time Housing Inspector and Lisa Colson as the part-time Housing Inspector for the Office of Building and Housing Inspection. We are pleased to welcome all three to our staff, and look forward to implementing the housing inspection program. The new staff will engage in a week or so of training, and will begin to conduct inspections around September 1.
- We have initiated a quarterly meeting of senior town and university staff, to review projects, issues and other matters of mutual interest. This forum will supplement the meetings of the Town/University Relations Committee.
- The Mansfield Community-Campus Partnership has conducted its first meeting since the close of the last academic year and is busy planning its activities for the coming year.
- Our police officers will begin to conduct weekend bike patrols in the areas adjacent to campus.
- Teams of town and university personnel have begun to conduct visits to rental properties adjacent to campus to meet with the student tenants and to review neighborhood and quality of life issues.
- The Mayor has submitted a letter (see attached) to all new students, to welcome the students to the community, provide information regarding the Community-Campus partnership and to highlight the importance of being a good neighbor.

Attachments

- 1) E. Paterson re: Welcome New UConn Student

TOWN OF MANSFIELD
TOWN COUNCIL



ELIZABETH C. PATERSON, Mayor

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

July 27, 2006

Dear UConn Student:

On behalf of the Town of Mansfield and the Mansfield Community-Campus Partnership, I congratulate you upon your admission to one of the foremost universities in the nation, and am pleased to welcome you to our community. We hope the years you spend with us will be among the happiest of your life.

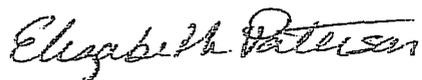
Mansfield is a town of some 45 square miles, and Storrs is one of our many historic villages. We invite you to explore the amenities that our community has to offer, including the Mansfield Community Center, Mansfield Hollow State Park and our many hiking trails, the shops and movieplex at the Eastbrook Mall, and the Storrs Farmers Market. Our merchants and restaurants are happy to serve you, and our religious and non-profit organizations welcome your participation. I am also pleased to inform you that we have a \$165 million project underway to build an energetic new downtown in the Storrs Center area across from the School of Fine Arts. Storrs Center will feature many exciting shops, cafés and restaurants for you and others to enjoy. Also, in the event you wish to register to vote, you can find the Registrars of Voters at the Audrey P. Beck Municipal Building located at the corner of Storrs Road and the South Eagleville Road. Please visit the town's website at www.mansfieldct.org for more information regarding our municipal services and programs.

I would also like to take this opportunity to tell you about the Mansfield Community-Campus Partnership. The Partnership is a collaborative, ongoing partnership between Mansfield residents, students and the University of Connecticut. Our mission is to work to improve the quality of life for all members of the community, and our goals include reducing irresponsible behavior, and assisting and supporting students in becoming integrated members of the Mansfield community. The Partnership is comprised of a diverse group of representatives from across the community and we would very much like to have you join us. For more information regarding the Mansfield Community-Campus Partnership, please visit www.mccp.uconn.edu.

Also, I wish to alert you to the fact that the Town of Mansfield has various ordinances (local laws) that impact students living on and off-campus, including: a litter ordinance; an ordinance prohibiting the possession of alcohol by minors; and an ordinance prohibiting the consumption of alcohol and the possession of open containers of alcohol, in public places such as streets, parks and parking areas. Furthermore, please note that the jurisdiction of the student code of conduct does extend to off-campus conduct.

Over the years, the town, the university and the student body have developed a close and productive working relationship. For example, this year the town adopted a new housing code to regulate off-campus housing and to protect the interest of tenants and landlords, and the university is in the process of establishing a new office of off-campus services. We are committed to serving the interests of all members of the community, and we ask that you please remember your responsibility to be a good neighbor. I wish you the very best of luck and a truly rewarding student experience.

Sincerely,

A handwritten signature in cursive script that reads "Elizabeth C. Paterson".

Elizabeth C. Paterson
Mayor

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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; Kevin Grunwald, Director of Social Services
Date: August 14, 2006
Re: NECASA Grant Program to Support the Activities of Local Alcohol, Tobacco and Other Drug (ATOD) Abuse Prevention Councils

Subject Matter/Background

This grant is designed to foster the continued development of local municipal-based activities focused on the prevention of ATOD use. The development of these activities is coordinated and facilitated through local prevention councils (ADAPT in Mansfield), which are representative advisory groups of students, professionals and other residents. More specifically, the purpose of this grant is to:

- a. Facilitate the development of ATOD abuse prevention initiatives at the local level with the support of chief elected officials.
- b. Increase public awareness focused on the prevention of ATOD abuse.
- c. Stimulate the development of local substance abuse prevention activities.

Financial Impact

This grant provides a maximum of \$3300 annually to fund the Ambassador's Club of Mansfield Middle School, Project Safe Homes (peer education and outreach) and Safe Graduation.

Recommendation

Staff recommends that we submit this grant application. This program has operated successfully for many years and provides support for information dissemination, education and positive alternatives to substance abuse.

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

Resolved, effective August 14, 2006, to authorize the Town Manager, Martin H. Berliner, to submit the attached application to the Local Alcohol, Tobacco and Other Drug Abuse Prevention Council (ATOD), to help fund the Ambassador's Club of Mansfield Middle School, Project Safe Homes and Safe Graduation, and to execute any related grant documents.

Attachments

- 1) Excerpts from Grant Application

**GRANT PROGRAM TO SUPPORT THE
ACTIVITIES OF LOCAL ALCOHOL, TOBACCO
AND OTHER DRUG ABUSE
PREVENTION COUNCILS**

2006-2007

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**GRANT PROGRAM TO SUPPORT THE ACTIVITIES OF LOCAL
ALCOHOL, TOBACCO & OTHER DRUG ABUSE PREVENTION
COUNCILS TO PREVENT ALCOHOL, TOBACCO AND
OTHER DRUG ABUSE
2006-2007**

The Local Alcohol, Tobacco and Other Drug Abuse Prevention Council Grant Program supports the activities of local, municipal-based alcohol, tobacco, and other drug (ATOD) abuse prevention councils. The intent of this grant program is to facilitate the development of culturally competent ATOD abuse prevention initiatives at the local level with the support of chief elected officials. The overall goals of this grant initiative is to increase public awareness focused on the prevention of ATOD abuse, through the increase in public awareness, and stimulate the development and implementation of local substance abuse prevention activities.

Purpose and Criteria

The LPCP grant is designed to develop and expand of local, municipal-based activities focused on the prevention of ATOD use. The LPC grant activities must be coordinated and facilitated through local prevention councils. Local Prevention Councils (LPCs) are conceived as being advisory and coordinative in nature and reflective of each community's culturally rich diversity. It is expected each LPCP Grant demonstrate an understanding of the value of representation reflecting (racial, ethnic, gender, sexual orientation, disability, language, social, political, and economic) diversity. It is strongly suggested that councils include representation from professionals working in the prevention field in general and ATOD abuse prevention in particular, including representation from volunteer groups and city/town agencies. This grant program differs from other grant programs in that the eligible grantees will be required to demonstrate the support and involvement of chief elected officials, i.e., mayors and/or first selectmen.

The following core activities will be required:

- 1) A permanent council must be established. Membership might include representation from various agencies, organizations, communities and ethnic groups such as parents, media, business, senior citizens, health care sector, etc. This council membership should include a cross-section of the community which it will serve and reflect shared cultural beliefs, attitudes, and practices of the target populations. Each LPCP is specially requested to embed Cultural Competence concepts in all phases of the application and all activities sponsored under the Grant. (Attachment C and F)
- 2) Prevention Strategies (Attachment E)

The major goal of the LPCP is to enhance and facilitate local involvement in the development and implementation of primary prevention activities which focus on all stages of human development. While the range of potential community development and prevention activities is broad, ATOD prevention means keeping the many problems related to the use and abuse of these substances from occurring. Additionally, prevention seeks to alter the environment of the individual so that ATOD abuse will not occur, thereby reducing the numbers of individuals who will experience negative consequences from use of ATOD. Therefore in offering prevention activities it is essential to consider cultural factors. This grant program is designed to: 1) support the on-going prevention activities of established councils; 2) support specific prevention projects of local councils; and 3) support activities that increase public awareness of the problem of ATOD use and abuse including historically underserved populations.

The range of potential projects is broad (see Prevention Strategies, Attachment E), focusing on community development activities as well as prevention programs. LPC projects must focus on two or more of the six strategies. Projects focused on remedial activities such as the provision of ATOD abuse treatment services demonstrating problems resulting from the use and abuse of alcohol, tobacco or other drugs, or the provision of early intervention services displaying symptoms of possible regular use and/or abuse of ATOD will not be considered for funding. LPCs will coordinate work with area Regional Action Councils (RACs) to identify prevention needs and assist in filling these gaps in services.

3) **ALCOHOL AND TOBACCO ACTIVITIES**

Twenty-five percent of LPCP funding must support alcohol activities and 25% tobacco activities. See Attachment F for sample activities you will utilize to support these initiatives. Indicate the activities supporting these initiatives on page B-3 of the application (Attachment B).

School Based Activities

All applications indicating sponsorship of public school-based or public school-related activities must also demonstrate the support of the Superintendent of Schools (or his/her designee) for each local and/or regional education agency or district Drug-Free Schools Coordinator involved (see Attachment B, #15).

Eligible Applicants

The Local ATOD Abuse Prevention Council Grant Program (LPCP) is intended to assist either individual, municipal-based efforts or inter-city/town, municipal-based collaborations. In order to be eligible for consideration under this multi-town grant program, applicants must demonstrate:

- a) compliance with core activities listed on pages 1 & 2;
- b) that they are applying on behalf of the chief elected official(s);
- c) that the organization or agency has been formally designated by the chief elected official(s) as the local ATOD prevention council/commission/committee; and
- d) that the applicant has support of the Superintendent of Schools (or his/her designee) for public school-based or school-related activities.

A total of \$541,665 is available for this grant program. Grant awards will range from \$1,600 to \$8,230, per community, based on the 2000 Census Data (see below). The grant period is July 1, 2006 through June 30, 2007.

<u>Population</u>	<u>Maximum Amount of Award</u>
0-4,500	\$1,600
4,501-8,000	\$2,265
8,001-12,000	\$2,400
12,001-17,000	\$3,105
17,001-22,000	\$3,300
22,001-30,000	\$4,245
30,001-40,000	\$4,500
40,001-75,000	\$5,675
75,001-130,000	\$7,130
Over 130,000	\$8,230

Small towns are encouraged to develop collaborative proposals. If two or more towns choose to apply jointly, a single award equal to the total of the individual allocations will be made. Applications indicating collaborative ventures will need to meet the following additional conditions:

- Letters of support and commitment from the chief elected official of each town involved; and
- Clear indication of the town (or agency, or organization) which will be the recipient of the contract.

Completed applications must be received by December 31, 2006 (preferably by October 1, 2006). If an application cannot be completed by this deadline, a "Letter of Intent" to apply must be filed by October 31, 2006 (Attachment G).

APPEAL PROCESS

LPCs can direct any complaint or concern to the RAC Executive Director in writing. RAC Executive Directors will provide a written response to the LPC within 15 days of receipt. If the LPC does not agree with the response, the RAC will bring the issue to DMHAS for further discussion. DMHAS will review the complaint/concern to determine if the activities meet the requirements/guidelines of the program and may override the RAC decision.



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Assistant Town Manager *MH*
CC: Martin Berliner, Town Manager; John Jackman, Emergency Management Director
Date: August 14, 2006
Re: Emergency Management Performance Grant

Subject Matter/Background

As you may recall, the Town of Mansfield has participated in the FEMA (Federal Emergency Management Agency) SLA (State and Local Assistance) grant program since the early 1980's. The purpose of the SLA grant program is to offset some of the administrative costs of providing a comprehensive municipal emergency management program and to provide a financial incentive for municipalities to follow state and federal program guidelines.

The SLA grant program has been revised and renamed EMPG (Emergency Management Performance Grant). New to the grant requirements are specific performance requirements (tasks), which the Town of Mansfield has historically accomplished and/or exceeded the basic requirements. In addition, the grant program requires a municipal resolution to authorize the Town of Mansfield to accept the grant award.

Financial Impact

This year, the Town is applying for \$18,211.80 in federal funding. However, because in recent years we have been awarded approximately \$6,000 - \$7,000, in this year's operating budget we have estimated that we will receive \$6,850 under this grant program.

Recommendation

For the reasons referenced above, staff recommends that the Town Council authorize staff to participate in the EMPG program. Staff will be available at Monday night's Town Council meeting to address any questions the Council may have.

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

Resolved: That the Town Manager, Martin H. Berliner, is hereby authorized to act on the behalf of the Town of Mansfield in executing a Memorandum of Understanding with the State of Connecticut, Department of Emergency Management and Homeland Security, for participation in the FY 2007 Emergency Management Performance Grant program.

Attachments

- 1) DEMHS Advisory Bulletin 60-1
- 2) DEMHS Acceptance of EMPG Program Conditions of Eligibility & Budget Estimate for Federal FY 2007
- 3) DEMHS Certification of Authorizing Resolution
- 4) DEMHS Budget Estimate 2006-2007
- 5) FEMA Summary Sheet for Assurances and Certificates

STATE OF CONNECTICUT
DEPARTMENT OF EMERGENCY MANAGEMENT AND HOMELAND SECURITY
25 Sigourney Street, Hartford, Connecticut 06106

3	Have a local Emergency Operations Plan (EOP) signed and approved by the Chief Elected Official of that jurisdiction.	5% of annual budget.
4	Conduct regular reviews and updates of their EOP (every 4 years as a minimum).	5% of annual budget.
5	Conduct at least 1 exercise of their EOP annually and submit after action reviews to the State DEMHS through their respective Regional coordinator.	5% of annual budget.
6	Participate in the State DEMHS High-band radio network.	5% of annual budget.
7	Submit an annual proposed budget to DEMHS through their respective Regional coordinator.	Failure to submit an annual budget will result in non-payment of expenses.
8	Submit audit quality documentation of program expenses to DEMHS on a quarterly basis through their respective Regional coordinator in a timely manner.	Failure to submit audit quality document will result in non-payment of expenses.
9	Jurisdictions must demonstrate that their local EOPs are NIMS compliant as of 30 Sep 2006.	5% of annual budget.

Criteria Governing Allowable Costs: These criteria are imposed in order to insure equitable allocation of limited funds by restricting expenditures not essential to maintaining an Emergency Management program and to achieve economic budgets demanded by federal budget constraints.

a. Personnel Costs

- (1) Full-Time Local Director – 50% of salary and benefits is eligible.
- (2) Full-Time Assistant Local Director – Reimbursement eligible only in cities exceeding populations of 25,000. An exception may be granted for towns facing an unusual hazard. 50% of salary and benefits is eligible.
- (3) Full-Time Typist or Clerk – Reimbursement authorized only in towns exceeding 25,000 populations. 50% of salary and benefits is eligible.
- (4) Part-Time Local Director 50% of town paid salary and benefits is eligible if individual is not otherwise employed by the town. If the Director is otherwise employed by the town, then reimbursement (at 50% of town salary and benefits) will be based upon the percentage of time actually employed in emergency management (civil preparedness) programs management.
- (5) Part-Time Typists or Clerks:
 - (a) Not Otherwise Employed by the Town – A part-time typist is eligible in the same manner as a full-time typist except that towns with populations less than 25,000 will also be authorized EMPG reimbursement.
 - (b) Otherwise employed by the Town – Town employee typists or clerks performing civil preparedness work will be reimbursed at a rate of 50% on an hourly basis for work actually performed.

STATE OF CONNECTICUT
DEPARTMENT OF EMERGENCY MANAGEMENT AND HOMELAND SECURITY
25 Sigourney Street, Hartford, Connecticut 06106

- (6) Part-Time Assistant Directors, Liaison Representatives or Similar Positions Who Are Employed by the Town in a Non-Civil Preparedness Position: EMPG reimbursement of salaries is not authorized. An exception may be requested in cases when the assistant is temporarily performing the duties of a full-time assistant director; reimbursement will be limited to the period of substitution. An exception may be requested on a project application basis when the representative is required to work on an emergency management project; reimbursement will be limited to 10%.
- (7) Part-Time Assistant Director Not Otherwise Employed by the Town: EMPG reimbursement of salaries is not authorized. An exception may be granted on a project application-basis for towns facing an unusual hazard.
- (8) Travel Costs : Requests for reimbursement of travel costs for training and travel in direct support of the Emergency management Program will be approved on a case by case basis and must be submitted to DEMHS via the respective Regional coordinator for prior approval as a separate allocation request. Reimbursements will be paid by separate check using this funding mechanism and audit quality documentation of expenditures will be required.
- (9) Telephone (Including Cell Phones) Costs:
- (a) A main voice phone line and 1 FAX line are allowable providing they are used for Emergency Management program support only and will be reimbursed at 50% rate.
 - (b) Cell phone service for the EMD is allowable and will be reimbursed at 50% rate, jurisdiction will incur equipment costs.
 - (c) Pager service for the EMD is allowable and will be reimbursed at 50% rate.
- (10) All Other Expenses: Other costs that are in direct support of the local Emergency Management Program may be included in the proposed budget and may be approved on a case by case basis if funding is available. Priority for funding will be given to personnel costs and basic communications as outlined above will be given second priority.

5. Program Assistance: Department of Emergency Management and Homeland Security (DEMHS) Regional Coordinators will be available to assist jurisdictions in development of budget proposals, reimbursement requests and all associated reporting and documentation associated with this program.

Regional coordinators will review all budget submissions and make recommendations on EMPG program eligibility, and submit submissions along with recommendations to DEMHS Headquarters for final approval.

Dana Conover,
Operations Director

Supersedes edition of August 25, 2005



EMPG STATE AND LOCAL ASSISTANCE (SLA) PROGRAM

**ACCEPTANCE OF EMPG PROGRAM CONDITIONS OF ELIGIBILITY
 & BUDGET ESTIMATE FOR FFY 2007 (10/1/06 – 9/30/07)**

The **Town of Mansfield** accepts these conditions of eligibility to apply for Emergency Management Performance Grant (EMPG) program funding support for Federal Fiscal Year (FFY) 2007 which begins on October 1st, 2006. (See DEMHS Advisory Bulletin 60-1 (Revised on 6/8/06) for additional guidance).

1. The receipt of EMPG funding brings with it a commitment on the part of the municipality to increase operational capability through the funding of personnel and administrative expenses.
2. The municipality will keep records of expenditures in accordance with the State Single Audit Act and will make records available to representatives of the Federal Emergency Management Agency (FEMA) and the Department of Emergency Management and Homeland Security (DEMHS) during regular business hours. All Federal Emergency Management Agency EMPG guidelines also shall apply.
3. Any individual whose salary is paid on a part-time or full-time basis under the EMPG program will be placed under the merit system personnel procedures promulgated by and meeting the standards of the State Office of Policy and Management.
4. The Connecticut Loyalty Oath for Civil Preparedness (C.G.S. Section 28-12) will be taken by all local personnel verbally before a local civil preparedness officer or officers empowered by the DEMHS Director of Emergency Management to enlist volunteers before entering on-duty with the Department of Emergency Management (Civil Preparedness) and Homeland Security, regardless of whether or not they are being reimbursed from EMPG funds.
5. Acceptance of an award under this program constitutes a legally binding agreement to comply with all relevant and applicable Federal and State regulations and conditions.
6. The municipality will submit promptly to the DEMHS excerpts of all audit reports prepared in accordance with the Single Audit Act (P.L. 98-502) and/or State statute, sufficient to identify the jurisdiction, the auditor(s) and the period audited, to include all references to funds received from DEMHS or the Federal Emergency Management Agency.

Signature of Chief Elected Official indicates acceptance of these six conditions.

Signed: _____

Date: _____

Typed Name: Martin H. Berliner

Title: Town Manager

Acknowledged By:: _____

Date: _____

Emergency Management Director

STATE OF CONNECTICUT
DEPARTMENT OF EMERGENCY MANAGEMENT AND HOMELAND SECURITY
25 Sigourney Street, Hartford, Connecticut 06106

AUTHORIZING RESOLUTION OF THE

Mansfield Town Council

(insert name of governing body--for example, town council)

CERTIFICATION:

I, Mary Stanton, Town Clerk, do hereby certify that the following is a true and correct copy of
(keeper of the records--for ex. town clerk or secretary of council)

a resolution adopted by The Mansfield Town Council at its meeting on August 14, 2006, at which
(name of governing body)

a quorum was present and acting throughout, and that the resolution has not been modified,
rescinded,

or revoked and is at present in full force and effect.

RESOLVED:

That Martin H. Berliner, Town Manager be and hereby is authorized to act on behalf of the
(Title and name of person signing MOU)

Town of Mansfield in executing a Memorandum of Understanding with the State of
(name of governing body)

Connecticut, Department of Emergency Management and Homeland Security, for participation in
the FY 2007 Emergency Management Performance Grant program. IN WITNESS WHEREOF:

The undersigned has affixed his signature this _____ day of _____ 2006.
(Date) (Month)

(Name and title of record keeper)

PLACE
SEAL
HERE

(or "L.S." if no seal)

STATE OF CONNECTICUT
DEPARTMENT OF EMERGENCY MANAGEMENT AND HOMELAND SECURITY
25 Sigourney Street, Hartford, Connecticut 06106

Funding Estimate Calendar Year October 1st, 2006 – September 30th, 2007

Federal Fiscal Year 2007
(10/1/2006 – 9/30/2007)

On the following two pages please provide a fiscal estimate of federal funds required to operate your emergency management program on a day to day basis. This request should be based on anticipated funding at the local level. Remember that your request covers the period from October 1, 2006 through September 30, 2007 (Federal Fiscal Year 2007).

Costs should be divided into the following three major categories:

1. **Personnel Compensation** – Includes salary, payments for vacation, sick leave, terminal leave, employer's contribution for Social Security, employee's life and health insurance, un-employment compensation contributions, worker's compensation insurance and pension plans.
2. **Travel Expenses** – Requests for reimbursement of travel costs for training and travel in direct support of the Emergency Management Program will be approved on a case by case basis and must be submitted to DEMHS via the Regional Coordinator for prior approval as a separate allocation request. **(Do not include requests for travel reimbursement in this funding request.)**
3. **All other allowable expenses** – Includes the cost of telecommunications services (Voice/Fax/Cell Phone and Pager) for day-to-day administration of emergency management preparedness. Reimbursement for other expenses not otherwise classified above will require a written justification by the municipality and pre-approval by DEMHS. **(In Federal Fiscal Year 2007 priority will be given to reimbursement of personnel expenses. This does not include capital expenditures.)**

Please Note:

1. See DEMHS Advisory Bulletin 60-1 (Rev. 6/8/06) for additional guidance.
2. Enter both the total cost and the amount of the Federal share requested (50% of total cost).

STATE OF CONNECTICUT
DEPARTMENT OF EMERGENCY MANAGEMENT AND HOMELAND SECURITY
25 Sigourney Street, Hartford, Connecticut 06106

Budget Estimate 2006-2007

**Federal Fiscal Year 2007
(10/1/2006 – 9/30/2007)**

TOWN OF MANSFIELD

**Double-Click on Table to Change Amounts (Calculations are made automatically)
Please remember to scroll back to the top of the table when you are finished editing.**

Description of Costs Fill in the local amounts in the table	Total Cost (100% of Cost)	Federal Share (50% of Cost)	Regional Adjustment
1. Personnel Costs			
Salaries	<u>\$28,680.00</u>	<u>\$14,340.00</u>	
2. Personnel Benefits			
Life Insurance	<u>\$0.00</u>	<u>\$0.00</u>	
Health Insurance	<u>\$0.00</u>	<u>\$0.00</u>	
Worker's Compensation	<u>\$0.00</u>	<u>\$0.00</u>	
FICA (Employer's Share)	<u>\$0.00</u>	<u>\$0.00</u>	
Un-Employment Insurance Contribution	<u>\$0.00</u>	<u>\$0.00</u>	
Pension Plan	<u>\$0.00</u>	<u>\$0.00</u>	
Other	<u>\$0.00</u>	<u>\$0.00</u>	
Total Personnel Benefits:	\$0.00	\$0.00	\$0.00
Or, Percentage of Salary in Lieu of above Breakdown of Costs:			
% of Salaries used in lieu of the above benefit breakdown	<u>27.00%</u>	<u>\$7,743.60</u>	<u>\$3,871.80</u>
Total Personnel Costs:	\$36,423.60	\$18,211.80	#VALUE!

STATE OF CONNECTICUT
DEPARTMENT OF EMERGENCY MANAGEMENT AND HOMELAND SECURITY
25 Sigourney Street, Hartford, Connecticut 06106

Funding Estimate 2006-2007

**Federal Fiscal Year 2007
(10/1/2006 – 9/30/2007)**

TOWN OF MANSFIELD

**Double-Click on Table to Change Amounts (Calculations are made automatically)
Please remember to scroll back to the top of the table when you are finished editing.**

Add the totals for Personnel Costs from Sheet 1 and All Other Costs from Sheet 2:

TOTAL EMPG REQUEST:	\$ _____	\$ _____	\$ _____
	Total Cost	Federal Share	Regional
	100%	50%	Adjustment

Print out these forms and fill in by hand (Type written is preferred)

FEDERAL EMERGENCY MANAGEMENT AGENCY
SUMMARY SHEET FOR ASSURANCES AND CERTIFICATIONS

O.M.B. No. 3067-0206
Expires February 28, 2007

FOR FY
2007

CA FOR (Name of Applicant)
Town of Mansfield

This summary sheet includes Assurances and Certifications that must be read, signed, and submitted as a part of the Application for Federal Assistance.

An applicant must check each item that they are certifying to:

- Part I FEMA Form 20-16A. Assurances-Non-construction Programs.
- Part II FEMA Form 20-16B. Assurances-Construction Programs.
- Part III FEMA Form 20-16C. Certifications Regarding Lobbying; Debarment, Suspension, and Other Responsibility Matters; and Drug-Free Workplace Requirements.
- Part IV SF LLL, Disclosure of Lobbying Activities (If applicable)

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the identified attached assurances and certifications.

Martin H. Berliner

Typed Name of the Authorized Representative

Town Manager

Title

Signature of the Authorized Representative

Date Signed

NOTE: By signing the certification regarding debarment, suspension, and other responsibility matters for primary covered transaction, the applicant agrees that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by FEMA entering into this transaction.

The applicant further agrees by submitting this application that it will include the clause titled Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction, provided by the FEMA Regional Office entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions. (Refer to 44 CFR Part 17.)

Paperwork Burden Disclosure Notice

Public reporting burden for this form is estimated to average 1.7 hours per response. The burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing, reviewing, and maintaining the data needed, and completing and submitting the form. Send comments regarding the accuracy of the burden estimate and any suggestions for reducing the burden to: Information Collections Management, Federal Emergency Management Agency, 500 C Street, SW, Washington, DC 20472. You are not required to respond to this collection of information unless a valid OMB control number appears in the upper right hand corner of this form. Please do not send your completed form to the above address.

FEDERAL EMERGENCY MANAGEMENT AGENCY
ASSURANCES-NON-CONSTRUCTION PROGRAMS

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

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

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States, and if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. Section 4728-4763) relating to prescribed standards for merit systems for programs funded under one of the nineteen statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration) 5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. Sections 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. Section 794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. Sections 6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) Sections 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290-dd-3 and 290-ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Acts of 1968 (42 U.S.C. Section 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Title II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or Federally assisted programs. These requirements apply to all interest in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply with provisions of the Hatch Act (5 U.S.C. Sections 1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. Sections 276a to 276a-7), the Copeland Act (40 U.S.C. Section 276c and 18 U.S.C. Sections 874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. Sections 327-333), regarding labor standards for federally assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands

pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. Section 1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. Section 7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P.L. 93-523); and (h) protection of endangered species under the Endangered Species Act of 1973, as amended, (P.L. 93-205).

12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. Section 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.

13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. 469a-1 et seq.).

14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.

15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. 2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.

16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. Section 4801 et seq.) which prohibits the use of lead based paint in construction or rehabilitation of residence structures.

17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act of 1984.

18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations and policies governing this program.

19. It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act (29 U.S.C. 201), as they apply to employees of institutions of higher education, hospitals, and other non-profit organizations.

**FEDERAL EMERGENCY MANAGEMENT AGENCY
ASSURANCES-CONSTRUCTION PROGRAMS**

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

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

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States, and if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title, or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal interest in the title of real property in accordance with awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure nondiscrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progress reports and such other information as may be required by the such other information as may be required by the assistance awarding agency or state.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. Section 4728-4763) relating to prescribed standards for merit systems for programs funded under one of the nineteen statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration) 5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. Section 4801 et seq.) which prohibits the use of lead based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. Sections 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. Section 794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. Sections 6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) Sections 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290-dd-3 and 290-ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Acts of 1968 (42 U.S.C. Section 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
11. Will comply, or has already complied, with the requirements of Title II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or Federally assisted programs. These requirements apply to all interest in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with provisions of the Hatch Act (5 U.S.C. Sections 1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. Sections 276a to 276a-7), the Copeland Act (40 U.S.C. Section 276c and 18 U.S.C. Sections 874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. Sections 327-333), regarding labor standards for federally assisted construction subagreements.

14. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.

15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. Section 1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. Section 7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P.L. 93-523); and (h) protection of endangered species under the Endangered Species Act of 1973, as amended, (P.L. 93-205).

16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. Section 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.

17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. 469a-1 et seq.).

18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act of 1984.

19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations and policies governing this program.

20. It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act (29 U.S.C. 201), as they apply to employees of institutions of higher education, hospitals, and other non-profit organizations.

21. It will obtain approval by the appropriate Federal agency of the final working drawings and specifications before the project is advertised or placed on the market for bidding; that it will construct the project, or cause it to be constructed, to final completion in accordance with the application and approved plans and specifications; that it will submit to the appropriate Federal agency for prior approval, changes that alter the cost of the project, use of space, or functional layout, that it will not enter into a construction contract(s) for the project or undertake other activities until the conditions of the construction grant program(s) have been met.

22. It will operate and maintain the facility in accordance with the minimum standards as may be required or prescribed by the applicable Federal, State, and local agencies for the maintenance and operation of such facilities.

23. It will require the facility to be designed to comply with the "American Standard Specifications for Making Buildings and Facilities Accessible to, and Usable by, the Physically Handicapped," Number A117. - 1961, as modified (41 CFR 101-17.703). The applicant will be responsible for conducting inspections to ensure compliance with these specifications by the contractor.

24. If any real property or structure thereon is provided or improved with the aid of Federal financial assistance extended to the applicant, this assurance shall obligate the applicant, or in the case of any transfer of such property, any transfer, for the period during which the real property or structure is used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits.

25. In making subgrants with nonprofit institutions under this Comprehensive Cooperative Agreement, it agrees that such grants will be subject to OMB Circular A-122, "Cost Principles for Non-profit Organizations" included in Vol. 49, Federal Register, pages 18260 through 18277 (April 27, 1984).

FEDERAL EMERGENCY MANAGEMENT AGENCY
**CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND
OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS**

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

1. LOBBYING

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

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

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

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

Standard Form LLL, "Disclosure of Lobbying Activities" attached.

(This form must be attached to certification if non-appropriated funds are to be used to influence activities.)

**2. DEBARMENT, SUSPENSION, AND OTHER
RESPONSIBILITY MATTERS (DIRECT RECIPIENT)**

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

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

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

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

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

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

**3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN
INDIVIDUALS)**

As required by the Drug-Free Workplace Act of 1988, and implemented at 44 CFR Part 17, Subpart F, for grantees, as defined at 44 CFR Part 17, Sections 17.615 and 17.620: A. The applicant certifies that it will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition; (b) Establishing an on-going drug free awareness program to inform employees about:

(1) The dangers of drug abuse in the workplace;

(2) The grantee's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

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

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

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

(1) Abide by the terms of the statement; and

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

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

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

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

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

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

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

Place of Performance (Street address, City, County, State, Zip code)

Town of Mansfield

4 South Eagleville Road

Mansfield, CT. 06268

Check if there are workplaces on file that are not identified here.

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



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Assistant Town Manager *M.H.*
CC: Martin Berliner, Town Manager; Lon Hultgren, Director of Public Works;
Virginia Walton, Recycling Agent
Date: August 14, 2006
Re: Solid Waste Advisory Committee Comments to State Solid Waste
Management Plan

Subject Matter/Background

The Connecticut Department of Environmental Protection is in the process of updating its State Solid Waste Management Plan, and is inviting comment from the public. The Mansfield Solid Waste Advisory Committee has prepared the attached comments to the proposed plan, and is requesting the Town Council's endorsement of those comments.

Recommendation

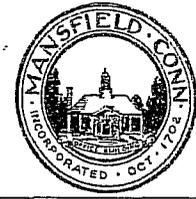
Staff recommends that the Town Council endorse the comments prepared by the advisory committee. I do wish to point out that the advisory committee is asking that the state support green building design following the US Green Building Council's Leadership in Energy and Environmental Design (LEED) standards. As you know, the town has its own policy regarding the use of LEED building standards. However, we have reserved the right to adhere to a lesser standard if LEED is not cost-effective for a particular project or initiative. Staff will be available at Monday's meeting to address any questions or concerns that the Town Council may have regarding this item.

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

Move, to endorse the August 14, 2006 comments submitted by the Mansfield Solid Waste Advisory Committee to the Connecticut Department of Environmental Protection, concerning the proposed State Solid Waste Management Plan.

Attachments

- 1) V. Walton re: State Solid Waste Management Plan



TOWN OF MANSFIELD
DEPARTMENT OF PUBLIC WORKS

Lon R. Hultgren, P.E., Director

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

August 14, 2006

Tessa Gutowski
Department of Environmental Protection
Bureau of Waste Management
79 Elm Street
Hartford, CT 06105-5127

Dear Ms. Gutowski:

On behalf of the Town of Mansfield's Solid Waste Advisory, we support the vision, goals and strategies of the proposed State Solid Waste Management Plan. We are highlighting some of the points from the plan that we believe are most important.

1. We question the accuracy that Connecticut is recycling 30% of its solid waste. For several years DEP reports that we have seen have indicated that the state recycles 23-24%. How is this change explained?
2. We are in complete support of working toward a 49% recycling goal although this is very ambitious. Is DEP ready to devote the resources to realize this goal especially with very few municipal or regional recycling coordinators left in Connecticut?
3. The plan calls for C&D recycling. Our community has considered using the California model where C&D recycling is tied to the building permit. Without verified recycling, the certificate of occupancy cannot be issued. We have not been able to move ahead with this idea since local markets for various C&D materials are not available. We strongly urge DEP to make market development for C&D recycling a high priority.
4. Forming a solid waste management advisory committee is an excellent idea to help the DEP stay focused on its goals.
5. We are pleased that the plan proposes streamlining the permit process so that it facilitates recycling, waste reduction and beneficial use activities instead of hindering them. Facilitating pilot projects that test innovations should be one of DEP's major functions.
6. Make enforcement effective. If a state facility, business, municipality or hauler is in violation of the recycling laws, they should be held accountable. Notices of Violations have little value unless a citation promptly follows continued violations.
7. For years the Town has been testifying for bottle bill changes, mandatory electronics recycling and, more recently, green building design standards. We support raising the bottle deposit to 10 cents, directing escheats to fund recycling and expanding collection to all single serve beverages. We ask that you include under the statutory section of the proposed solid waste plan support of green building design

following LEED standards. Part of the standards includes C&D recycling, materials reuse and using recycled content items.

8. When DEP had a recycling unit, programs were available and there was a wider consciousness about recycling. We support the DEP's staffing to achieve the goals of this plan.

We applaud the work that went into the proposed plan and would like to see DEP carry out its intentions.

Sincerely,

Virginia Walton
Recycling Coordinator

Cc: Solid Waste Advisory Committee
Lon Hultgren, Director of Public Works
Martin Berliner, Town Manager

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**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Assistant Town Manager *MWH*
CC: Martin Berliner, Town Manager; Michael Ninteanu, Director of Building and Housing Inspection
Date: August 14, 2006
Re: An Ordinance Regarding Landlord Registration

Subject Matter/Background

Attached please find a draft Ordinance Regarding Landlord Registration. The ordinance would require an owner of an existing occupied or vacant residential rental housing unit to maintain his/her residential address on file with the town's Office of Building and Housing Inspection. If the owner is a corporation, partnership or some other legal entity, the owner would need to file the residential address of the agent in charge of the premises.

The purpose of the ordinance would be to facilitate the administration of the housing code and the housing inspection program by requiring owners to provide a mailing address to the town. Also, particularly with single-family homes, we may not know when a property has converted to a rental unit. With the ordinance in place, the owner would be required to inform the town that the property is now being used as a rental unit. Property owners would have until January 1, 2007 to comply with the provisions of the ordinance.

The ordinance would not apply to units where the owner resides on the property (resident owner), and units that are the property of the State of Connecticut. The reason we would not extend the ordinance to resident owners is that the enabling legislation (Public Act No. 05-223) allowing the town to establish such an ordinance pertains only to nonresident owners. Also, because the housing code does not apply to units owned by the state of Connecticut, we would have no need to extend the jurisdiction of the ordinance to state-owned properties. (In fact, we may not have the legal authority to regulate state-owned properties under the ordinance.)

Financial Impact

The draft ordinance does recommend a fee of \$25 for each initial registration and a \$10 fee for a change of address. The fees would help cover our administrative costs (labor, postage, etc.), and we do not believe those fees would prove onerous.

The draft also includes a recommended penalty of \$250 for the first violation and \$1,000 for a subsequent violation of the ordinance. The proposed penalties are consistent with the penalties provided under the enabling legislation. Also, through the passage of Public Act No. 06-185, the state legislature has increased the maximum penalty that a

municipality may assess for a violation of a local regulation or ordinance from \$100 to \$250. However, the Town Council may wish to enact a lower penalty, and has the discretion to do so. Consequently, we look to the Council for policy guidance in this matter.

Legal Review

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

Recommendation

At this point, we recommend that the Town Council schedule a public hearing to solicit public comment regarding the proposed ordinance.

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

Move, effective August 14, 2006, to schedule a public hearing for 7:30 p.m. at the Town Council's regular meeting on August 28, 2006, to solicit public comment concerning the proposed Ordinance Regarding Landlord Registration.

Attachments

- 1) Draft Ordinance Regarding Landlord Registration



**Town of Mansfield
Code of Ordinances**
"An Ordinance Regarding Landlord Registration"

August 14, 2006 Draft

Section 1. Title.

This Ordinance shall be known and may be cited as the "Ordinance Regarding Landlord Registration" or "Landlord Registration Ordinance."

Section 2. Legislative Authority.

This Ordinance is enacted pursuant to the provisions of Connecticut General Statutes sections 47a-6a, 47a-6b, and 7-148.

Section 3. Findings and Purpose.

The Town Council of the Town of Mansfield finds that the identification and knowledge of the whereabouts of nonresident owners of residential rental housing units in the Town of Mansfield is in the best interests of the community and will promote the public welfare, health and safety of the people of Mansfield. Accordingly, pursuant to the authority granted to municipalities by Connecticut General Statutes sections 47a-6a, 47a-6b, and 7-148, the Town of Mansfield seeks to better protect, preserve and promote the health, safety, welfare and quality of life of its people by requiring nonresident owners of residential rental housing units to comply with this Ordinance.

Section 4. Definitions.

- A. Address – as used in this article, the term "address" means a location as described by the full street number, if any, the street name, the city or town, and the state, and not a mailing address such as a post office box.
- B. Nonresident Owner – as used in this article, the term "nonresident owner" of a residential rental housing unit means any owner of such property who does not reside in any such unit or its associated premises, which is owned by her or him.
- C. Agent in charge – as used in this article, the term "agent in charge" means one who manages real estate, including but not limited to, the collection of rents and supervision of property.

Section 5. Applicability.

This Ordinance shall apply to all existing occupied or vacant residential rental housing units and their associated premises in the Town of Mansfield, except that residential housing units that are the property of the State of Connecticut shall be exempt. This exemption shall not include residential rental housing units owned by an entity leasing real property from the State of Connecticut.

Section 6. Registration - Required.

- A. By January 1, 2007, any nonresident owner of an existing occupied or vacant residential rental housing unit shall be required to file and maintain on file in the Office of the Building and Housing Inspection of the Town of Mansfield the current residential address of the nonresident owner of such property, if the owner is an individual. If a nonresident owner is a corporation, partnership, trust or other legal recognized entity, then the current residential address of the agent in charge of the building shall be filed in the Office of the Building and Housing Inspection of the Town.
- B. If such residential address changes, notice of the new residential address shall be provided by such nonresident owner or agent in charge of the building to the Office of the Building and Housing Inspection of the Town of Mansfield not more than twenty-one (21) days after the date that the address change occurred.
- C. Each such nonresident owner or agent shall pay a fee of \$25.00 for each initial registration and a fee of \$10.00 for each notice of residential address change.
- D. If any such nonresident owner or agent fails to maintain on file an address as required by the section, the address to which the Town mails property tax bills for the residential rental housing unit shall be deemed to be the nonresident owner or agent's current address. Such address may be used for compliance with the provisions of subsection E of this section.
- E. Service of state or municipal orders relating to maintenance of any such residential rental housing unit or compliance with state law and local codes concerning such real property directed to the nonresident owner or agent at the address on file, or deemed to be on file in accordance with the provisions of this section, shall be sufficient proof of service of notice of such orders in any subsequent criminal or civil action against the nonresident owner or agent for failure to comply with the orders.
- F. Any person who violates any provision of this section shall have committed an infraction.

Section 7. Penalties.

- A. As provided in Connecticut General Statutes sections 47a-6a and 47a-6b, any nonresident owner or agent who shall violate any provisions of this Ordinance shall be assessed a civil penalty of not more than \$250.00 for the first violation and not more than \$1,000.00 for any subsequent violation.
- B. The Office of the Building and Housing Inspection of the Town of Mansfield shall send notice of the assessment to the nonresident owner or agent of the property that is the subject of the violation.
- C. Any person who is assessed a civil penalty pursuant to this section may appeal therefrom to the superior court. An appeal shall be instituted not later than thirty days after the mailing of notice of such assessment by filing a petition to reopen assessment, together with an entry fee in an amount equal to the entry fee for a small claims case pursuant to section 52-259 of the Connecticut General Statutes, at the superior court facility designated by the chief court administrator, which shall entitle such person to a hearing in accordance with the rules of the judges of the superior court.

Section 8. Severability of Provisions.

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.

Section 9. 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 10. Effective date.

Following its adoption by the Town Council, this Ordinance shall become effective on the twenty-first day after publication in a newspaper having circulation within the Town.

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**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Martin Berliner, Town Manager
CC: Matt Hart, Assistant Town Manager; Curt Vincente, Director of Parks and Recreation
Date: August 14, 2006
Re: Air Conditioning for Mansfield Community Center

Subject Matter/Background

As you will recall, in the FY 2006/07 capital fund budget we have recommended that the Town Council submit a \$1.25 million bond issue to the voters to fund various improvements at the Mansfield Community Center. The improvements would include an expansion to the fitness area and dance studio, as well as the installation of air conditioning in the gymnasium and the pool office. We had also contemplated including under this project the purchase of a larger generator for the facility to enable the center to serve as an emergency shelter. However, under the state's emergency demand response program we have found a means to acquire the larger generator at no cost to the town.

For a few key reasons, we think the project should be scaled down to include just the installation of air conditioning in the gymnasium and the pool office. Our reasoning is twofold:

- 1) Using other funds in the capital budget, we have recently made some key improvements to the center's fitness areas that have alleviated the need for construction, at least for the near term. The recently completed improvements consist of converting the upper lobby to a designated fitness space, in which we have installed circuit strength-training equipment. By moving this equipment to the lobby, we were able to create additional space for free weights and other specialized equipment that our membership had requested. In addition, we have installed cardio equipment in three corners of the track as well in the pool viewing room. These modifications have allowed us to better utilize the existing space and to install new equipment to meet the demands of our customers. These changes have thus far proven very popular with the members.
- 2) The estimate that we have received to construct the proposed \$1.25 million project is high (in excess of \$500 per square foot). The high cost is primarily due to the fact that the construction area is relatively small and poses some complications for the builder. The estimated cost has given us pause, and we not sure that it is warranted at this time.

Recommendation

At this point, staff wishes to reduce the community center project to \$200,000 and send that project to the voters along with a request of \$1,000,000 for open space and approximately \$1,000,000 to fund the town's share of the \$3,000,000 heating system project at the Mansfield Middle School. (As you will recall, the state will reimburse the town for 73.57 percent of that project.) The \$200,000 would be limited to the installation of air conditioning in the gymnasium and the pool office, which is sorely needed. And, as mentioned earlier, we have found another means to obtain a larger generator for the facility. With respect to the expansion of the fitness areas at the Community Center, it may make sense to complete this work as part of a larger project at some point in the future, to make the construction costs more economical.

At a future meeting, staff will present the necessary bond resolutions to the town council for your review. At this point, while we do not believe that a formal vote is necessary regarding our proposed reduction to the community center project, we wish to know if the Town Council generally supports this change.



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Martin Berliner, Town Manager
CC: Matt Hart, Assistant Town Manager; Curt Vincente, Director of Parks and Recreation
Date: August 14, 2006
Re: Parks and Recreation Fee Schedule and Amendments to Fee Charging Policy

Subject Matter/Background

The Mansfield Community Center will be entering its fourth year of operation this fall. Each year, the Town Council has approved fee increases upon recommendations from staff and our marketing consultant. The Center's original marketing plan acknowledged that fees were below market rates and recommended that annual fee adjustments would allow the operation to keep pace with typical annual inflation and expenditure increases. The marketing consultant recommended a five-percent per year increase with the intent of bringing the Center's fee schedule closer to market rates over a five-year period. This year would mark the third year of this five-year plan. Consequently, we have attached a memo from the Director of Parks and Recreation that details staff's recommendations for changes to fees for the Community Center. In addition, staff has submitted a recommendation to increase the non-resident program fee as well as suggested amendments to the Towns Fee Schedule/Fee Charging Policy as it relates to the Parks and Recreation Department.

Financial Impact

The recommended change in fees and policies would positively affect membership and program revenue for the community center and the recreation program fund. We estimate that: a) the five-percent increase in rates would yield approximately \$23,400 in additional membership revenue; b) the increased rate for a household with three or more adults would yield approximately \$16,000 in additional membership revenue; and c) the increase in non-resident program fees would yield approximately \$11,300 in additional program revenue.

Recommendation

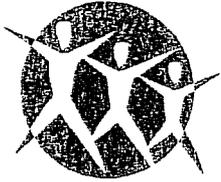
Staff recommends that the Town Council approve the proposed fee increases for the Department of Parks and Recreation and the amendments to the department's fee policies. To summarize, staff believes that the proposed fees are appropriately set to sustain operations and to market the community center as an attractive and affordable facility. Furthermore, the design of the fee schedule is equitable in keeping with the town's service philosophy and mission. Consequently, we recommend that the town council approve the changes as proposed.

If the Council concurs with this recommendation, the following motion would be in order:

Move, effective August 14, 2006, to approve the fee schedule and the amendments to the fee charging policy for the Mansfield Department of Parks and Recreation as presented by staff in its draft dated August 8, 2006, and which fee schedule and policy amendments shall be effective August 28, 2006.

Attachments

- 1) August 8, 2006 memorandum from C. Vincente detailing fee recommendations
- 2) Community Center Year Four Fee Recommendations
- 3) Facility Comparisons
- 4) Fee Schedule/Fee Charging Policy (Parks & Recreation Dept. sections)



Mansfield
Community
Center

Town of Mansfield
Parks and Recreation
Department



Curt A. Vincente, Director

10 South Eagleville Road
Storrs/Mansfield, Connecticut 06268
Tel: (860) 429-3015 Fax: (860) 429-9773
Email: Parks&Rec@MansfieldCT.org
Website: www.MansfieldCT.org

TO: Martin H. Berliner, Town Manager

FROM: Curt A. Vincente, Director of Parks & Recreation

DATE: August 8, 2006

SUBJECT: 1) Community Center Fee Recommendations – Year Four
2) Non-Resident Program Fees
3) Fee Schedule/Fee Charging Policy

1) Community Center Fee Recommendations – Year Four

Attached you will find a fee recommendation sheet which represents a 5% increase (rounded to the nearest \$5 increment) in current membership rates. As you know, after our initial rates were adopted in 2003, we had planned to increase rates incrementally each year to keep pace with inflation and typical expenditure increases rather than increase by a larger amount every 2-5 years. Also, our internal analysis and advice from our marketing consultant indicated that our rates were well below market rates. With the 2006-07 recommended rate increases, we will still be below market rates in comparable categories. Attached is a comparison of local fitness centers. Although membership categories from facility to facility are not consistent, we know that our facility over-all has more to offer, particularly in aquatics and general activities for families. This nominal increase in rates could yield approximately \$23,400 in additional membership revenue.

The only significant recommended change in a membership sub-category is a new rate for additional family/household members age 18 and over. Staff feels strongly that a third or more adult on a family/household membership that currently adds \$25 per person more to the membership fee is significantly under priced compared to the benefit that the additional adult person gains from access to the facility. Generally, the family/household membership was created for two adult parents/guardians and their children. We know that there are approximately 200 family/households where there are more than two adults age 18 and over in the household. We believe it is only fair to the general membership that the third or more adult on a family/household membership pay more than the additional child age 17 and under. It is our recommendation that this rate be 50% off the appropriate individual rate. This rate would range from \$127.50 to \$190.00 depending upon the membership category. We feel this is a reasonable rate for an additional adult attached to a household given the services and facility access that they have available to them. Existing members will be offered an opportunity to renew their membership at the current \$25 rate, which is tied to a membership retention campaign that we initiate each year before new

rates are implemented. This increased rate could yield approximately \$16,000 in additional membership revenue.

We do not recommend an increase in Daily Admission rates at this time because we feel they are adequate for the intended uses. There are several changes in the party rental fees and these updated fees are shown on the attached party rental forms for both members and non-members.

2) Non-Resident Program Fees

The current non-resident program fee is \$5. This fee has been in place for over 20 years and many towns in the area have increased their charge for non-residents for participation in programs above the resident fee. This fee was implemented to help offset the general overhead costs for the department to run the program that a resident taxpayer would normally absorb. We feel it is appropriate at this time to double this fee to \$10. This recommendation has been reflected in the Fee Schedule (attached). This increase in fees could yield approximately \$11,300 in additional program revenue.

3) Fee Schedule/Fee Charging Policy

Attached are the Town's Fee Schedule and Fee Charging Policy (Department of Parks and Recreation sections). All recommended updates are shown in bold.

Approval of the attached fee recommendations is respectfully requested. If approved, we intend to implement these new membership fees on August 28, 2006, following our annual shut-down. As we have done in the past, we will offer existing members an opportunity to renew their membership before a designated date this fall before the new rates will apply to them as part of our membership retention campaign. Implementation of the new non-resident program fee will have to commence with our winter programs since our fall program brochure is already in print. I will be in attendance at the Town Council meeting on August 14 to present the fee recommendations and answer any questions.

cc: Recreation Advisory Committee

MANSFIELD PARKS and RECREATION DEPARTMENT
Community Center Fee Recommendations
Year Four - Effective August 28, 2006

Proposed 8/8/06

	# in category as of 8/1/06	CURRENT RATES	RECOMMENDED RATES
<u>FAMILY/HOUSEHOLD</u>			
Resident - Full-use	606	550.00	575.00
Resident - Off-Peak	49	415.00	435.00
Ashford/Wilmington - Full-use	84	600.00	630.00
Ashford/Wilmington - Off-peak	9	455.00	475.00
Non-Resident - Full-use	251	635.00	665.00
Non-Resident - Off-peak	20	500.00	525.00
(includes 2 people, each addl. person age 17 & under)	2,432	25.00	30.00
additional F/H member age 18 & over	N/A	N/A	50% off Indiv. Rate
<u>ADULT/CHILD HOUSEHOLD</u>			
Resident - Full-use	71	330.00	345.00
Resident - Off-Peak	5	275.00	290.00
Ashford/Wilmington - Full-use	17	360.00	380.00
Ashford/Wilmington - Off-peak	4	305.00	320.00
Non-Resident - Full-use	55	385.00	405.00
Non-Resident - Off-peak	8	330.00	345.00
(includes 1 adult and 1 child under age 14, each add'l child under age 14)	237	25.00	30.00
<u>INDIVIDUAL</u>			
Resident - Full-use	310	305.00	320.00
Resident - Off-Peak	80	245.00	255.00
Ashford/Wilmington - Full-use	75	330.00	345.00
Ashford/Wilmington - Off-peak	9	280.00	295.00
Non-Resident - Full-use	204	360.00	380.00
Non-Resident - Off-peak	54	305.00	320.00

ANNUAL RATE NOTES:

- 1) Above rates are for annual fee paid in full
- 2) A 3% service charge is added for monthly payments
- 3) Rates may vary slightly from time to time for marketing promotions
- 4) Proof of address/household of residence required for all members age 18 and older
- 5) Full year commitment required. Refunds or Cancellations offered only in extenuating circumstances

MANSFIELD PARKS and RECREATION DEPARTMENT
Community Center Fee Recommendations
Year Four - Effective August 28, 2006

Proposed 8/8/06

	# in category as of 8/1/06	CURRENT RATES	RECOMMENDED RATES
<u>FAMILY/HOUSEHOLD - 3 Month Option</u>			
Resident - Full-use	16	185.00	190.00
Resident - Off-Peak	6	140.00	145.00
Ashford/Wilmington - Full-use	5	200.00	210.00
Ashford/Wilmington - Off-peak	1	150.00	160.00
Non-Resident - Full-use	12	210.00	220.00
Non-Resident - Off-peak	4	165.00	175.00
(includes 2 people, each addl. person age 17 & under)	71	25.00	30.00
additional F/H member age 18 & over	N/A	N/A	50% off indiv. Rate
<u>ADULT/CHILD HOUSEHOLD - 3 Month Option</u>			
Resident - Full-use	6	110.00	115.00
Resident - Off-Peak	1	90.00	95.00
Ashford/Wilmington - Full-use	2	120.00	125.00
Ashford/Wilmington - Off-peak	1	100.00	105.00
Non-Resident - Full-use	11	130.00	135.00
Non-Resident - Off-peak	0	110.00	115.00
(includes 1 adult and 1 child under age 14, each add'l child under age 14)	33	25.00	30.00
<u>INDIVIDUAL - 3 Month Option</u>			
Resident - Full-use	57	100.00	105.00
Resident - Off-Peak	6	80.00	85.00
Ashford/Wilmington - Full-use	9	110.00	115.00
Ashford/Wilmington - Off-peak	3	95.00	100.00
Non-Resident - Full-use	21	120.00	125.00
Non-Resident - Off-peak	12	100.00	105.00
Total Memberships - all categories (as of 8/1/06)	2,084		
Total Members - all categories (as of 8/1/06)	5,920		

3 MONTH OPTION NOTES:

- 1) Above rates must be paid in full
- 2) Conversion to annual membership will be pro-rated only within the first month
- 3) No refunds or cancellations for any reason
- 4) Proof of address/household of residence required for all members age 18 and older

MANSFIELD PARKS and RECREATION DEPARTMENT
Community Center Fee Recommendations
Year Four - Effective August 28, 2006

Proposed 8/8/06

	CURRENT RATES	RECOMMENDED RATES
<u>DAILY ADMISSION</u>		
Resident - Infant/Toddler (under age 3)	FREE	FREE
Resident - Youth (ages 3-17)	4.00	4.00
Resident - Adult (ages 18-61)	8.00	8.00
Resident - Senior Citizens (ages 62+)	6.00	6.00
Ashford/Willington - Infant/Toddler (under age 3)	1.00	1.00
Ashford/Willington - Youth (ages 3-17)	5.00	5.00
Ashford/Willington - Adult (ages 18-61)	9.00	9.00
Ashford/Willington - Senior Citizens (ages 62+)	7.00	7.00
Non-Resident - Infant/Toddler (under age 3)	2.00	2.00
Non-Resident - Youth (ages 3-17)	6.00	6.00
Non-Resident - Adult (ages 18-61)	10.00	10.00
Non-Resident - Senior Citizens (ages 62+)	8.00	8.00
Discount Book of 10 visits	10 x above fees minus 10% bulk discount	
Guest Pass (with member)	Same as resident rates	
<u>TEEN CENTER</u>	FREE	FREE
<u>MISCELLANEOUS</u>		
Insufficient Fund Fee	25.00	25.00
Freeze Fee (3 month)	one month fee	one month fee
<u>FACILITY RENTAL RATES</u>		
Originally approved rates	see attached party rental forms	
Safe Graduation - E.O. Smith	Staffing costs	Staffing costs
Safe Graduation - Out of Town Schools	15/person	15/person

**Mansfield Community Center
Facility Comparison (pricing as of 8/1/06)**

Courthouse Plus	\$195 enrollment fee and \$49.95 month for 12 months	\$95 down and \$49.95/mo for 24 months then membership drops to \$29.99	
Cardio Express	\$20 down and \$19.99 month for tanning	\$95 down and \$10 month for no tanning	
Future Fitness	\$149 down and \$19.95 month for 1 year	\$29.99 down and \$29.99 month for 3 year	1 mo- \$59.95 3 mo- \$159 6 mo- \$259
Curves	\$74.50 registration, normally \$150	Monthly payments are \$39 + tax or \$30.74 month with 1 year contract	Prepay for the year is \$410.97
Riverside Athletic	\$100 down and \$34.99 month	\$420 for 14 months	

1 year at Courthouse Plus is \$794 for one person but does include fitness classes and limited aquatic facility.

1 year at Cardio Express is \$259.88 which includes free tanning but no pool, ect.

1 year at Future Fitness is \$388 and does include classes except spin but does not have a pool.

1 year paying monthly at Riverside is \$519.88 and does include classes like spin and yoga but does not have a pool.

1 year with a contract is \$443.38 at Curves which limits working out to only the half hour. Cannot exceed certain time limits.

08/06

TOWN OF MANSFIELD
FEE SCHEDULE

<u>Revenue Source Code</u>	<u>Description</u>	<u>Authority</u>	<u>Effective</u>	<u>Fee</u>
DEPARTMENT: DEPARTMENT OF PARKS & RECREATION (Including Community and Adult Education)				
260 66100 40660 00	Fee Charging Policy			SEE ATTACHED

RECOMMENDED CHANGES IN BOLD

TOWN OF MANSFIELD
FEE SCHEDULE

DEPARTMENT: PARKS & RECREATION
(Including Community and Adult Education)

General Statement

The Parks & Recreation Department's goal is the enrichment of the life of the total community by providing opportunities for the worthy use of leisure, contributing social, physical, educational, cultural and general well-being of the community and its people.

To accomplish this goal, the Parks & Recreation Department has established the following policy. The policy attempts to provide youth and adult programs on a full-cost recovery basis. Non-residents will be charged an additional fee to cover administrative costs which are covered for residents by tax dollars.

Definitions

Operational Costs - expenditures necessary for the program's implementation, i.e., special equipment (archery), specialized instructor's salary, overhead expenditures, etc.

Functional Costs - expenditures which are not essentially necessary for a successful program, i.e., umpires, uniforms, etc.

Total Cost Recovery - a system in which the purpose is to recover the cost incurred by providing a service. Fees are based on cost recovery by calculating the total program cost and dividing the cost by the number of participants anticipated. Although program fees are based on Total Cost Recovery, full reimbursement may not be achieved due to fee waivers and/or registration of persons 62 and over.

Tuition Fee - the program cost to cover operational and/or functional costs.

Occasionally, particular material costs may be incorporated or listed separately.

Materials Fee - the added cost to programs requiring supplies which will be utilized, expended or retained by participants.

Program Fee - a combination of the Tuition Fee and Materials Fee.

TOWN OF MANSFIELD
FEE SCHEDULE

DEPARTMENT: PARKS & RECREATION
(Including Community and Adult Education)

GENERAL POLICIES

1. All department programs that operate on a registration basis (fee or non-fee) will give residents first preference during the registration period.
2. Tuition fees will not be charged for programs that have volunteer instructors unless operational and/or functional expenditures are required.
3. Non-residents will be charged ~~\$10.00~~ or more above the established Tuition Fee for residents (~~\$15.00~~ for summer day camp). This increment is applied to offset administrative costs since non-residents are not taxpayers, but are privileged to participate in Mansfield programs. If programs are offered free of charge to residents and non-residents, they will be allowed in the program for a ~~\$10.00~~ non-resident fee, with residents having first preference.
4. Persons aged 62 and over will be given a 10% discount on program fees, excluding trips.
5. Mansfield residents who cannot afford the Program Fee may apply for a 90% or 50% fee waiver through the Parks & Recreation Department based on the Town's Fee Waivers Ordinance. Program participants are responsible for Materials Fees, if applicable. Trips are not included and ~~summer camp sessions are limited to two.~~
6. Co-sponsored organization activities are planned by each organization and are subject to review by the Recreation Advisory Committee and the Parks & Recreation Department.
7. A late fee charge of \$10.00 will be applied to registrations received after a certain cut-off date (for basketball and baseball/softball programs only). This applies to residents as well as non-residents.

TOWN OF MANSFIELD
FEE SCHEDULE

DEPARTMENT: PARKS & RECREATION
(Including Community and Adult Education)

PROGRAM POLICIES

1. Youth and Adult Instructional Programs - instructionally oriented where a minimum of 50% class time is dedicated to teaching specific skills and/or methods of specialized activity, e.g., tennis, arts and crafts, photography, music, etc.
 - a. Adult programs are open to residents and non-residents. Program fees are based on total cost recovery.
 - b. Youth programs are open to residents and non-residents. Program fees are based on total cost recovery.

2. Youth and Adult Workshops/Clinics - instructionally oriented, but dedicate over 50% class time to perfecting skills, and the instructor is required to coach participants, e.g., art workshops, volleyball clinic, etc. All workshops/clinics are based on total cost recovery. Programs are open to residents and non-residents.

3. Adult and Youth General Recreation Programs - recreationally oriented, with less than 50% class time dedicated to instruction and/or direction, e.g., fitness, aerobics, Pre-School Funtime/Movement Education, etc.
 - a. Adult programs are open to residents and non-residents, and are based on total cost recovery.
 - b. Youth programs are open to residents and non-residents, and are based on total cost recovery.

4. Adult and Youth Open Gym Programs - recreationally oriented, providing facilities, existing equipment, and supervision for participant free-play. Programs will be offered at minimal cost to defray expense of supervisor. Should special services need to be provided, the costs will be transferred to the participants.

5. Adult and Youth Leagues - programs which provide coaching, team organization, scheduling and facilities. The opportunity prevails for participants to learn skills, practice, and to compete within the skill area/sport.. Programs are open to residents and non-residents and are based on a total cost recovery basis.

6. Adult and Youth Escursions - programs in which buses, tickets and/or other operational/functional costs would be involved in a trip away from Mansfield. Excursions are available to residents and non-residents. Excursions are totally self-supporting.

7. Special Events - programs designed for celebration, education or community welfare.
 - a. Special Events offered free of charge in which expenses are absorbed by the Parks & Recreation Department are open to Mansfield residents only.
 - b. Special Events, which are offered free of charge with no cost to the Town of Mansfield, are open to residents and non-residents.
 - c. Special Events, which have a fee attached, are open to residents and non-residents, but may be limited to residents due to facility limitations.

TOWN OF MANSFIELD
FEE SCHEDULE

DEPARTMENT: PARKS & RECREATION
(Including Community and Adult Education)

BICENTENNIAL POND ADMISSION

Resident:

Season Pass	\$20.00 up to 4	Council	4/92
	\$25.00 up to 6	Council	4/92

Non-Resident

Season Pass	\$40.00
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Daily Fee:

Weekdays	Resident - \$1.00/person
	Non-Resident - \$2.00/person

Weekend/Holiday	Resident - \$2.00/person
	Non-Resident - \$3.00/person

Fishing -	Free
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Pavilion Rental Charge - \$20.00 per four hour block (available in-season only)

Group Rate -- 15% Reduction
10 persons or more

Lions Club Memorial Park Pavilion Rental

Pavilion available for rental for outdoor picnics/party. 30' x 60' open air pavilion, picnic tables seat 80-100 persons comfortably, restroom access, serving kitchen additional.

- \$50.00 mandatory deposit (refundable upon facility inspection and key return)
- \$50.00 pavilion rental (4-hour block of time, restrooms included)
- \$20.00 serving kitchen (refrigerator, stove, sinks)

TOWN OF MANSFIELD
FEE SCHEDULE

DEPARTMENT: PARKS & RECREATION
(Including Community and Adult Education)

SPONSORSHIP/BROCHURE ADVERTISEMENTS

Seasonal Brochure - recover total or partial cost of printing, mailing, or advertising on a seasonal basis.

The Mansfield Parks & Recreation Department seasonal program brochure offers an exceptional way for businesses to support community wide events and programs while promoting their business in the greater Mansfield area. The seasonal brochure is mailed to over 30,000 households in the area and thousands of additional copies are distributed throughout the region.

The brochure is filled with important program and event information and is kept by many families as a quick reference for Parks & Recreation programs and general Mansfield Community Center information.

<u>Full Page</u>	<u>Price</u>	<u>Savings</u>
1 Season	\$656.25	
2 Seasons	\$1,246.87 (\$623.44 ea.)	(5%) \$65.63
3 Seasons	\$1,821.09 (\$607.03 ea.)	(7.5%) \$147.66
4 Seasons	\$2,362.50 (\$590.63 ea.)	(10%) \$262.50

<u>Half Page</u>		
1 Season	\$328.13	
2 Seasons	\$623.45 (\$311.73 ea.)	(5%) \$32.81
3 Seasons	\$910.56 (\$303.52 ea.)	(7.5%) \$73.83
4 Seasons	\$1,181.27 (\$295.32 ea.)	(10%) \$131.25

<u>Quarter of a Page</u>		
1 Season	\$164.06	
2 Seasons	\$311.71 (\$155.86 ea.)	(5%) \$16.41
3 Seasons	\$455.27 (\$151.76 ea.)	(7.5%) \$36.91
4 Seasons	\$590.62 (\$147.66 ea.)	(10%) \$65.62

<u>Eighth of a Page</u>		
1 Season	\$98.44	
2 Seasons	\$187.04 (\$93.52 ea.)	(5%) \$9.84
3 Seasons	\$273.17 (\$91.06 ea.)	(7.5%) \$22.15
4 Seasons	\$354.38 (\$88.60 ea.)	(10%) \$39.38

<u>Listing Only</u>		
1 Season	\$65.63	
2 Seasons	\$124.70 (\$62.35 ea.)	(5%) \$6.56
3 Seasons	\$182.18 (\$60.17 ea.)	(7.5%) \$14.77
4 Seasons	\$236.27 (\$59.07 ea.)	(10%) \$26.25

PREMIUM POSITIONS

Back Cover - full color, full page not available, double ad price above, limited number available

Back Cover - small ad next to mailing label, same costs as quarter page ad

Inside back cover - add 50% to ad price above

ADVERTISING DEADLINES

Fall - June 15, Winter - Oct. 15, Spring - Jan. 15, Summer - Apr. 1

OTHER INFORMATION

Please see reverse side for advertisement sizes.

All advertisements will be billed seasonally.

08/06

TOWN OF MANSFIELD
FEE SCHEDULE

DEPARTMENT: PARKS & RECREATION
(Including Community and Adult Education)

COMMUNITY CENTER FEE SCHEDULE (page 1 of 2)

	Resident	Ashford/ Willington	Non-Resident
<u>Family/Household</u>			
Full-Use	\$575.00	\$630.00	\$665.00
Off-Peak	\$435.00	\$475.00	\$525.00
Full-use 3-Month	\$190.00	\$210.00	\$220.00
Off-Peak 3-Month	\$145.00	\$160.00	\$175.00
(includes 2 people, each addl. person age 17 & under)	\$30.00	\$30.00	\$30.00
additional F/H member age 18 & over	50% off individual rate		
<u>Adult/Child Household</u>			
Full-Use	\$345.00	\$380.00	\$405.00
Off-Peak	\$290.00	\$320.00	\$345.00
Full-use 3-Month	\$115.00	\$125.00	\$135.00
Off-Peak 3-Month	\$95.00	\$105.00	\$115.00
(includes 1 adult and 1 child under age 14, each add'l child under age 14)	\$30.00	\$30.00	\$30.00
<u>Individual</u>			
Full-Use	\$320.00	\$345.00	\$380.00
Off-Peak	\$255.00	\$295.00	\$320.00
Full-use 3-Month	\$105.00	\$115.00	\$125.00
Off-Peak 3-Month	\$85.00	\$100.00	\$105.00

ANNUAL RATE NOTES:

- 1) Above rates are for annual fee paid in full
- 2) A 3% service charge is added for monthly payments
- 3) Rates may vary slightly from time to time for marketing promotions
- 4) Proof of address/household of residence required for all members age 18 and older
- 5) Full year commitment required. Refunds or Cancellations offered only in extenuating circumstances

3 MONTH OPTION NOTES:

- 1) Above rates must be paid in full
- 2) Conversion to annual membership will be pro-rated only within the first month
- 3) No refunds or cancellations for any reason
- 4) Proof of address/household of residence required for all members age 18 and older

08/06

TOWN OF MANSFIELD
FEE SCHEDULE

DEPARTMENT: PARKS & RECREATION
(Including Community and Adult Education)

COMMUNITY CENTER FEE SCHEDULE (page 2 of 2)

Daily Admission

Infant/Toddler (under age 3)	FREE	\$1.00	\$2.00
Youth (ages 3-17)	\$4.00	\$5.00	\$6.00
Adult (ages 18-61)	\$8.00	\$9.00	\$10.00
Senior Citizens (ages 62+)	\$6.00	\$7.00	\$8.00

Discount Book of 10 visits 10 x above fees minus 10% bulk discount
Guest Pass (with member) Same as resident rates

Teen Center FREE FREE FREE

Miscellaneous

Insufficient Fund Fee	\$25.00	\$25.00	\$25.00
Freeze Fee (3 month)	one month fee	one month fee	one month fee

Facility Rental Rates

Safe Graduation - E.O. Smith See attached party rental forms
Staffing costs
Safe Graduation - Out of Town Schools \$15/person \$15/person



Mansfield Community Center

10 S. Eagleville Road, Storrs, CT 06268, (860) 429-3015

Member Party Planning Form

(non-members, please get a form from the receptionist)

Thank you for choosing to have your party at the Mansfield Community Center. The Community Room and Arts and Crafts Rooms are available for parties at the times listed below. We also offer several additional options. Please take the time to review the information below and return this form to the Mansfield Community Center *with payment in full* to reserve a room for your party. Parties **MUST** be reserved at *least two weeks in advance* for planning purposes. Please call 429-3015 for more information. *Please note that parties must include either the Arts and Crafts Room or the Community Room.* Please see other side for more party planning information. We will call you to confirm date/time.

Name _____ Child's age _____ Child's Gender _____ # of party guests _____

Daytime Phone _____ Evening Phone _____ # of extra adults _____

Address _____

Street
Community Room Times

Fri., 7-9 p.m.	Sun., 12:30-2:30 p.m.
Sat., noon-2 p.m.	Sun., 4-6 p.m.
Sat., 4-6 p.m.	
Sat., 7:30-9:30 p.m.	

City ZIP
Arts and Crafts Room Times

Fri., 7-9 p.m.	Sun., 11 a.m.-1 p.m.
Sat., noon-2 p.m.	Sun., 2:30-4:30 p.m.
Sat., 4-6 p.m.	Sun., 6-8 p.m.
Sat., 7:30-9:30 p.m.	

Room requested 1st choice _____ 2nd choice _____

Date requested _____ Alternate date _____

Time requested _____ Alternate time _____

Please check your choices and write in prices in right column

Community Room (holds up to 50 people)	\$75
Community Room WITH serving kitchen (use of space in refrigerator/freezer, and/or stove)	\$90
Arts and Crafts Room (holds up to 20 people)	\$50
Arts and Crafts Room WITH teen center	\$80
Decorations (in addition to the room rental fee) (includes balloons, paper tablecloths, cups, plates, napkins, plastic ware, streamers)	Up to 25 people \$50
	26-50 people \$75
Pool (available for 1 hour of your 2-hour party) Time? _____	Up to 10 people \$25
	11+ people \$50
Small Pool Inflatables (circle 1 or 2) dog dragon snake star @ \$15 each	
1/2 Gym (available for 1 hour of your 2-hour party) Time? _____	
Giant Inflatable Gym Slide (in addition to gym rental fee)	\$125
Gym Mats (in addition to gym rental fee)	\$15
Pre-school riding toys (in addition to gym rental fee)	\$10
Volleyball set-up (in addition to gym rental fee)	\$15
Cheese Pizza/Soda or Juice (2-3 slices per person) _____ people @ \$5 per person	
Ice Cream Cake Name on Birthday Cake _____ people @ \$3 per person	
Refundable Security Deposit (returned after the party if no damage is done)(please write separate check)	\$25
Total Party Package (room will not be reserved until payment is made in full)	

For Office Use Only		
	Date	Initials
Received		
Entered		
Deposit Returned/Center Bucks Issued		



Mansfield Community Center

10 S. Eagleville Road, Storrs, CT 06268, (860) 429-3015

Non-Member Party Planning Form

Thank you for choosing to have your party at the Mansfield Community Center. The Community Room and Arts and Crafts Rooms are available for parties at the times listed below. We also offer several additional options. Please take the time to review the information below and return this form to the Mansfield Community Center *with payment in full* to reserve a room for your party. Parties **MUST** be reserved at *least two weeks in advance* for planning purposes. Please call 429-3015 for more information. *Please note that parties must include either the Arts and Crafts Room or the Community Room.* Please see other side for more party planning information. We will call you to confirm date/time.

Name _____ Child's age _____ Child's Gender _____ # of party guests _____

Daytime Phone _____ Evening Phone _____ # of extra adults _____

Address _____

Street

City

ZIP

Community Room Times

Arts and Crafts Room Times

Fri., 7-9 p.m.	Sun., 12:30-2:30 p.m.
Sat., noon-2 p.m.	Sun., 4-6 p.m.
Sat., 4-6 p.m.	
Sat., 7:30-9:30 p.m.	

Fri., 7-9 p.m.	Sun., 11 a.m.-1 p.m.
Sat., noon-2 p.m.	Sun., 2:30-4:30 p.m.
Sat., 4-6 p.m.	Sun., 6-8 p.m.
Sat., 7:30-9:30 p.m.	

Room requested 1st choice _____ 2nd choice _____

Date requested _____ Alternate date _____

Time requested _____ Alternate time _____

Please check your choices and write in prices in right column

Community Room (holds up to 50 people)	\$150
Community Room WITH serving kitchen (use of space in refrigerator/freezer, and/or stove)	\$180
Arts and Crafts Room (holds up to 20 people)	\$100
Arts and Crafts Room WITH teen center	\$190
Decorations (in addition to the room rental fee) (includes balloons, paper tablecloths, cups, plates, napkins, plastic ware, streamers)	Up to 25 people \$75
	26-50 people \$100
Pool (available for 1 hour of your 2-hour party) Time? _____	Up to 10 people \$40
	11+ people \$65
Small Pool Inflatables (circle 1 or 2) dog dragon snake star _____ @ \$20 each	
½ Gym (available for 1 hour of your 2-hour party) Time? _____	
Giant Inflatable Gym Slide (in addition to gym rental fee)	\$200
Gym Mats (in addition to gym rental fee)	\$20
Pre-school riding toys (in addition to gym rental fee)	\$15
Volleyball set-up (in addition to gym rental fee)	\$20
Cheese Pizza/Soda or Juice (2-3 slices per person) _____ people @ \$6 per person	
Ice Cream Cake Name on Birthday Cake _____ people @ \$4 per person	
Refundable Security Deposit (returned after the party if no damage is done)(please write separate check)	\$25
Total Party Package (room will not be reserved until payment is made in full)	

For Office Use Only

	Date	Initials
Received		
Entered		
Deposit Returned/Center Bucks Issued		

Animal Control Activity Report

REPORT PERIOD 2006 / 2007

PERFORMANCE DATA	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	This FY to date	Last FY to date
Complaints investigated:														
phone calls	197												197	236
road calls	13												13	21
dog calls	89												89	43
cat calls	83												83	29
wildlife calls	9												9	9
Notices to license issued	3												3	4
Warnings issued	4												4	6
Warning letters issued	1												1	2
Infractions issued	2												2	1
Misdemeanors issued	0												0	0
Dog bite quarantines	4												4	0
Dog strict confinement	0												0	0
Cat bite quarantines	0												0	2
Cat strict confinement	0												0	0
Dogs on hand at start of month	4												4	8
Cats on hand at start of month	15												15	6
Impoundments	42												42	33
Dispositions:													0	
Owner redeemed	3												3	5
Sold as pets-dogs	4												4	10
Sold as pets-cats	33												33	12
Sold as pets-other	0												0	0
Total destroyed	2												2	4
Road kills taken for incineration	1												1	1
Euthanized as sick/unplaceable	1												1	3
Total dispositions	37												37	31
Dogs on hand at end of month	3												3	7
Cats on hand at end of month	21												21	9
Total fees collected	2,028												\$2,028	\$ 1,225

P.71

Scotland dogs FY 06/07 to date 4 Total 5
 Hampton dogs FY 06/07 to date 1

TOWN OF MANSFIELD
CHARTER REVISION COMMISSION
PUBLIC HEARING
MAY 18, 2006

Chair Stephen Bacon called the meeting of the Charter Revision Commission to order at 7:30 p.m. in the Council Chambers of the Audrey P. Beck Building.

I. CALL TO ORDER

Present: Bacon, Booth, Clark, Cox, Dzurec (arrival 8:10 p.m.), Eaton, Grunwald, Keane, Krisch, Nesbitt, Weiss

II. CHAIR'S REMARKS

Stephen Bacon outlined the charge of the Commission noting that they must report back to the Council by April 2, 2007. The Town Council has detailed 13 specific sections in the resolution for examination but the Commission may look at any section they wish. There will be at least two public hearings but he encouraged citizens to attend any meeting and be heard. Written communications will be accepted at any time.

III. PUBLIC HEARING

The Chair opened the public hearing at 7:35p.m. Mr. Bacon noted that two written communications have been received (attached).

Timothy Quinn, 101 Depot Road, stated that he was a member of the original Charter Revision Commission. That Commission was charged with developing an overall philosophy of government. He urged the current Commission to do the same. Mr. Quinn remarked that he hopes that the Commission will maintain the idea of the 15% base line for referenda approval but adjust it to reflect the current situation. He also asked the Commission to look closely at the issue of automatic budget referendum. Mr. Quinn warned that sometimes an action that seems to do something good for people could have the opposite reaction when enacted. His concern is that repeated referenda will cause a bottom line reduction that will affect our schools and infrastructure. He urged the Commission to be careful, be cohesive and to only make changes that will make our standard of life better.

Sharry Goldman, 187 Browns Road, spoke to the issue of inclusion and voting rights. The trend over the course of the country's history has been to make it easier for more people to vote. She expressed some concerns with how the Annual Town Meeting has been conducted and with the fact that in the last local election only two of the positions were contested. Ms. Goldman rejected the idea that a town meeting is important because it educates the

citizens, stating that there is not much information shared at the meeting and the question is often called to quickly. She urged the Commission to maintain the tradition of the town meeting but automatically adjourn it to a referendum.

Peter Plante, 7 Oak Drive, commented that the notification concerning the election was woefully lacking and needs to be addressed. He commented that there is a fundamental right to vote in secret, requested minority representation on the Region 19 Board and urged the maintenance of the 15% of voters needed to pass a referendum item. Mr. Plante also said that the Charter must be adhered to and that positions not enumerated in the Charter should not exist.

Quentin Kessel, 97 Codfish Falls Road, Chair of the Conservation Commission expressed concern that the Council requires that committee members clear all statement with them prior to issuing them publicly. He asked the Commission to look at the issue. Mr. Kessel also spoke in favor of the current budget process. He stated that the process encourages a sense of community and an opportunity for public discussion. He stated that voters owe the Town Council, the town and the process a personal appearance in order to ask questions and be heard. Voting on machines is too easy.

Meredith Lindsey, 97 Beech Mountain Road, thanked the members of the Commission for their service and supported the idea of the budget going to referendum and minority representation on Region 19. Ms. Lindsey also spoke in favor of maintaining the 15% threshold.

Chris Paulhus, 720 Middle Turnpike, a member of the Town Council, thanked the Commission members for their service and urged the Commission to support the town meeting adjournment to referendum. He also asked the Commission to look at the position of constables.

Charlie Eaton, 89 Lorraine Drive, spoke to the issues of accessibility and privacy and in support of automatic referendum. He submitted his written text and supportive documentation (attached). Additionally Mr. Eaton noted a number of issues which he will elaborate on at future meetings including informing citizen of upcoming elections, primaries and referenda; defining the roles of the Council, Boards and Commissions based on the Zarbane Oxley Senate Act; and the possibility of having dedicated employees from Public Works permanently in charge of recreation areas.

Michael Sikoski, 135 Wildwood Road, described himself as a small businessman and commented that many of his customers are disenfranchised with the process. He urged the Commission to stick with the 15%. Mr. Sikoski spoke in favor of adjournment to a referendum but stated that there would have to be time for discussion between the two events.

Nancy Flynn, 23 Phillip Drive, noted that the Town Meeting, her first, left her confused. She stated that it was difficult to follow and she did not have an opportunity to speak. Ms. Flynn supports going to referendum. She said that the face of Mansfield has changed. It is now an international community and we need to keep things simple.

Bruce Goldman, 187 Browns Road, spoke in favor of a referendum stating that the Town Meeting is not the only way to be educated and feels that if there is going to be a vote on the budget it should be fair.

Chair Bacon closed the public hearing at 9:00 p.m. and thanked the residents for sharing their ideas.

IV. FUTURE AGENDAS

The Chair opened a discussion regarding future meetings. It was decided that all meeting would be taped and accessible to members. Mr. Bacon requested that members think about a number of issues for the next meeting.

1. Rotating the meeting location
2. Check the distributed schedule for conflicts
3. Limiting the meeting time to 2 hours
4. Communicating with the public

Nancy Cox volunteered to investigate the concept of a sandwich board announcing the meetings. Gene Nesbitt will explore the e-mail and web possibilities. Henry Krisch suggested that a mechanism for a suggestion box or an e-mail access be located at the Community Center, the Town Clerk's office and the Library. He will follow up on the idea.

Mr. Bacon suggested that the agenda for the next meeting include the adoption of rules for the Commission and a discussion of the division of work.

Ms. Cox moved and Ms. Clark seconded to adjourn the meeting at 9:35 p.m.

Motion so passed.

Stephen Bacon, Chair

Mary Stanton, Town Clerk



CHARTER REVISION COMMISSION

Tuesday, June 13, 2006

7:00 p.m.

Audrey P. Beck Municipal Building
Council Chambers

Corrected Minutes

I. CALL TO ORDER

The meeting was called to order at 7:03p.m. by Vice Chair, Aline Booth in the Council Chambers of the Audrey P. Beck Building.

II. ROLL CALL

Present were Aline Booth, Nancy Cox, Lisa Eaton, Shawn Grunwald, Gene Nesbitt, Sheila Quinn Clark and Lucinda Weiss. Stephen Bacon arrived at 8:20; David Dzurec arrived at 7:35, and; Denise Keane arrived at 7:10

III. OPPORTUNITY FOR PUBLIC COMMENT

Quentin Kessel, 97 Codfish Falls Road, stated that he was opposed to a referendum and suggested a process of absentee ballots for public unable to attend the town meeting, stating the ballots could be picked up in person from the Mansfield Town Hall and postmarked during the week of the town meeting

Mike Sikoski, 135 Wildwood Road, asked if a petition should be started to ensure the work going into the Commission goes to a referendum, stating if the Town Council rejects the Commission's work, then voters have no say.

Aline Booth clarified about needed signatures. Matt Hart also clarified.

It was suggested that the public comments of the Commission be finished by the October meeting.

IV. APPROVAL OF MINUTES

Sheila Quinn Clark moved, Gene Nesbitt seconded, that the minutes of the May 18th meeting be approved with the following changes: on the first page, Sharry Goldman's name has 2 r's. MOTION PASSED UNANIMOUSLY.

Nancy Cox moved, Shawn Grunwald seconded, that the minutes of the May 23rd meeting be approved. MOTION PASSED UNANIMOUSLY.

V. COMMUNICATIONS

A letter from Gail Ash-Morgan, dated May 23, 2006 was distributed and accepted.

A comment was made asking to encourage Town Council members to come to the Commission meetings. Nancy Cox suggested to not have a cozy relationship with the Town Council. All were in agreement.

VI. INFORMATION DISSEMINATION UPDATE

Sheila Quinn Clark updated her progress with the Library and the upcoming Know Your Town Fair, stating once school is out, the bulletin board and display boards will be available for use.

Sheila Quinn Clark moved, Denise Keane seconded, that all information should be approved by the Chair. Nancy Cox suggested changing wording from *approved* to *reviewed*.

MOTION PASSED UNANIMOUSLY.

Aline Booth gave an update on her progress with the tax collector. The tax bills will be going into the mail next week and a note was being planned to piggy-back approximately 6,000 of those bills.

The League of Women Voters has been approached, and a member may attend meetings and put something in their newsletter to inform the league members.

Gene Nesbitt reported he had met with the Information Technology personnel of the Mansfield Town Hall and they have agreed to set up an email account for the Commission. He also mentioned the use of the web and cable television as communication aids.

A Commission blog was discussed at length.

Dave Dzurec moved, Denise Keane seconded, to create a Commission blog with the understanding that if things get out of hand within the blog, it comes down immediately. Sheila Quinn Clark, Nancy Cox, Gene Nesbitt and Aline Booth opposed the motion. The motion carried 5 / 4.

Nancy Cox announced she'd placed an order for changeable signs.

Denise Keane has been in contact with the Chronicle and local radio stations.

Lisa Eaton has been in contact with superintendent of schools for policy regarding fliers. E.O. Smith senior class projects was discussed.

Shawn Grunwald asked what letterhead and points of contact should be used with churches. The location of where to send return mail was discussed.

VII. VISION OF GOVERNMENT

Aline Booth asked each member present to give his/her vision of the key elements of government:

- Lisa Eaton – provide reasonable services and ensure local representatives be accountable.
- Lucinda Weiss – small towns should remain as open as possible to provide access for public participation.
- Denise Keane – people to hear and listen, accountability for actions.
- Sheila Quinn Clark – (d)emocratic (r)epublic, provides for the general good of the public.
- Dave Dzurec – serve the public and their needs.
- Aline Booth – balance democracy with professionalism.
- Nancy Cox – responsibility for protection of the common area
- Gene Nesbitt – subject to flexibility and change.

VIII. PRIORITIZATION OF CHARGES

The work of the commission can be broken down into four primary categories:

- Organization of government
- Language/textual updates
- Budget/finance
- Issues of public concern

There are three or four items needing the town attorney to review. Those would be the health district, class service, town constables and Region 19. The town attorney should look at the wording of each – perhaps a simple word change is all that's needed.

The financial section is difficult and should be done first.

IX. FUTURE AGENDA ITEMS

A discussion ensued regarding the August 8th meeting location change, which will be tabled until the next meeting. Ask Mary Stanton, Mansfield Town Clerk, for an alternative meeting place.

X. ADJOURNMENT

Dave Dzurec moved, Lisa Eaton seconded, to adjourn the meeting. The motion to adjourn passed unanimously and the meeting adjourned at 9:10 p.m.

Respectfully submitted,

Matthew W. Hart
Assistant Town Manager



CHARTER REVISION COMMISSION
Tuesday, June 27, 2006
7:00 p.m.
Audrey P. Beck Municipal Building
Council Chambers

Minutes

I. Call to Order

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

II. Roll Call

Members Present: S. Bacon, A. Booth, S. Quinn-Clark L. Eaton, D. Keane, H. Kirsch, G. Nesbitt, L. Weiss

Members Absent: N. Cox, D. Dzurec, S. Grunwald

Also Present: Assistant Town Manager M. Hart and Town Manager M. Berliner.

III. Opportunity for Public to Comment

Mr. Sakoski inquired why this meeting was not noted on the Town internet. M. Hart stated that agenda was not posted until the morning of 7-27-06. Chairman Bacon stated that he would work with staff to ensure that the agenda and minutes of these meetings are posted in a timely manner.

IV. Approval of Minutes

**Motion was made by Chairman Bacon to defer review and approval of the June 13, 2006 minutes until after new business. MOTION PASSED UNANIMOUSLY.

V. Communications

Mr. Krisch asked whether commission members would receive a summary of the comments made at the public hearing. Mr. Bacon stated that the town clerk had prepared a record of the public hearing.

Mr. Hart suggested that all emails, letters and other communications sent to the commission be attached to the minutes to be included as part of the record. Also, staff will maintain a comprehensive file in the town manager's office to include all

agendas, meeting minutes and other correspondence concerning the commission. The commission supported Mr. Hart's proposal.

VI. New Business

Mr. Berliner and Mr. Hart presented a PowerPoint presentation (see attached) and responded to several questions from the members. In their presentation, Mr. Berliner and Mr. Hart provided a brief overview of the council-manager form of government and how the form operates in Mansfield. Also, Mr. Berliner and Mr. Hart review the town council's charge to the commissions and commented how, from staff's perspective, the charter could be improved. In staff's opinion, for the most part the charter functions well.

[see attached power point presentation as part of minutes]

S. Bacon asked to have 1st part of presentation in 8.5 x 11 format to attach to the minutes. A. Booth stated attorney needed to be appointed because other counsel is unavailable. Difference spelled out that council authorizes spending. Change tradition or change charter. H. Krisch said town attorney non-specialized in certain areas. A. Booth asked about citizens proposing ordinances. M. Hart and M. Berliner both answered affirmative. H. Krisch asked about established guidelines by someone other than charter. Appointment and/or election is not spelled out as an option in charter. Town Clerk, Assessor, Collectors, Planning and Zoning are positions around the state affected by the appointment and/or election. Don Goodrich – Portland Finance Director – worked around state and charter revision. Krisch commented concerned about the tying of hands.

People show up when unhappy to town meetings. Present form of government works very well. Low attendance means satisfaction. Town meetings very historic in CT – continuing a tradition. Get states for rest of New England states. User-friendly budget meeting information. Krisch finds budget hard to understand. Can budget itself be made available from budget adoption with user-friendly summary? Newsletter, website? Issues & options – 5 or 6 large issues. Major changes. Annual Town Meeting to give people the budget info as an assimilation of information. M. Hart stated other towns in New England have town meetings run for days. Have educational presentation before budget presentation/vote. M. Berliner – budget training session? Be useful to residents? Meeting on how town constructs its budget. S. Bacon suggested many residents do not know how budget process is played out. Call it budget information night?

Find ways to improve town meetings. Citizens guide to budget, Budget workshops – station to station. Kirsch – common theme – he have no control, radio station, newspaper. Getting people used to website. Budget edition of newsletter. General? Many years under this charter, what's worked well, what hasn't?

August 8, 2006 Meeting

Democratic primary scheduled for Council chairs. Bump Commission out of Council Chambers? Town Library as a meeting place? Centrally located. Will set up. CFRC could accommodate meeting. Go for C – set up.

Other

WILI – Chair and Vice-Chair to go July 14th & August 4th to represent commission.

Fliers – tax bills – bill be in tax bills. Going to all residential properties.

Faith Communication Letters – Shawn drafted letters and exchanged before review. Chair to review all public notification. Reviewed churches and synagogue to receive letter. Shawn gone for the summer.

Educators – charter commission information – Mike Morrell around until 1st part of July. Is nature of his study of 15 or so towns – can we schedule time for him to visit? A. Booth asked about payment. M. Hart stated we can ask for appropriations. Do we invite anyone?

By consensus it was agreed that Mr. Goodrich be contacted by the Town Manager's Office to find out fees, schedule, etc.

TA – will be at next meeting on 7/11/06.

Future agenda – 7/11/06 meeting – address us at 7pm or 1st talk about tonight's discussion first. G. Nesbitt suggested we build in tonight's info. By consensus Council to be a speaker?

Gene suggested Town Attorney writes a letter on support for review before he comes as a speaker.

...Continued Approval of Minutes

Krisch made a motion, seconded by Keane? to approve the minutes of the June 13, 2006 meeting, with the following corrections:

- Under Approval of Minutes, S. Goldman's name has two r's
- Under Approval of Minutes, remove the line stating that "Aline Booth stated she didn't want to be called Ms."
- Under Communications, the letter from Gail Ash-Morgan was dated May 23, 2006
- Under Communications, it was N. Cox, not L. Weiss, who stated that the commission should not have a cozy relationship with the town council
- Under Information Dissemination Update, substitute the words "a note" for "something" in the line reading "Suggested tax bills will be going into the mail next week and something was being planned to piggy-back approximately 6,000 of those bills." Also, revise the next sentence to read "League of Women Voters *has been* approached, *and a member may* attend meetings and put something in their newsletter to inform the *league members*."

- Under Prioritization of Charges, add the following four primary categories of concern: organization of government; updates; budget/finance; and issues of public concern
- Under Adjournment, revise the last line to read: The motion *to adjourn* passed unanimously and the meeting adjourned at 9:10 p.m.

The motion to approve the minutes as corrected passed unanimously.

VII. Adjournment

The committee adjourned its meeting at 9:55 p.m.

Respectfully submitted,

Jessie L. Shea
Clerk



CHARTER REVISION COMMISSION
Tuesday, July 11, 2006
7:00 p.m.
Audrey P. Beck Municipal Building
Council Chambers

Minutes

I. Call to Order

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

II. Roll Call

Members present: S. Bacon, A. Booth, D. Dzurec, D. Keane, H. Krisch, G. Nesbitt, S. Quinn-Clark, L. Weiss.

Members Absent: N. Cox, L. Eaton, S. Grunwald

Also present were: Assistant Town Manager Matthew Hart, Director of Finance Jeffrey Smith, and Controller Cherie Trahan.

III. Opportunity for Public to Comment

Resident David Freudmann of Eastwood Road expressed his gratitude for this opportunity to speak to the Commission. He stated that he has 2 topics he would like to discuss this evening. The first of which is regarding the procedure for voting on the budget. Freudmann stated that it is not in the best interest of the residents of Mansfield to have voting on the budget on a weeknight at 8p.m. as what had recently occurred. He believes it should be a proper referendum as all other voting. Turnout is very low, and he thinks it is because many residents cannot attend at an hour such as 8 p.m. due to children's bed times, work schedules, and that the elderly generally don't go out at the time of the evening. He thinks it should be put into the Town of Mansfield Charter that all budget voting should be held as a referendum. He also stated that he feels there is a lack of notification to the residents of public meetings, referendums, and voting's.

The second topic Freudmann is concerned with is Eminent Domain. Recently another town in Connecticut seized property for the purpose of Economic Development. Freudmann would like the Commission to consider incorporating into Mansfield's Town Charter that the Town of Mansfield would not exercise eminent domain for the purpose of economic development. He stated that 20 states within

the United States have taken legislative action against such use of Eminent Domain, and Connecticut is not one of them.

Weiss asked Mr. Freudmann if those who couldn't get out to vote due to the day and time, would be able to get out to vote if it were a referendum?

Krisch asked if Freudmann thought that those people were more likely to go during the day. Freudmann stated that people go either day or night, but having a proper referendum gives the residents the option of what time of day is best for their schedule to vote.

Bacon inquired as to how Freudmann heard about the Charter Revision Commission meetings. Freudmann stated that it was in his tax bill.

IV. Approval of Minutes

At this time the minutes of the 6/26/06 are not ready for approval.

Note was made that the corrected minutes of the 6-13-06 meeting are not reflected on the website. Secretary to send the Webmaster the approved revised minutes to be posted.

V. Communications

No communications were received.

VI. New Business

A. Perspective of Finance Committee and Director of Finance

Present this evening to meet with the Committee is Director of Finance Jeffrey Smith, and Town Controller Cherie Trahan. Smith informed the Commission that unfortunately the Finance Committee could not attend this evenings meeting, but that he would try to coordinate for a later time.

Smith said he is currently looking into other towns Charters that are comparable in size and structure as Mansfield. He noted that West Hartford is comparable, not in size but form of Town Government, and has often used them as a 'template'.

Commission asked Smith to walk through the steps and explain how a budget gets adopted. **(C405)**

After Smith's breakdown of the steps, Chairman Bacon asked if Smith thought the amount of information presented to the public was adequate, or if it should be more or less.

Smith said all information on the budget is available on the website and in his office prior to the Town Budget Meeting. Smith said he gives the bottom line at the information sessions, he does not think it is beneficial to go through all of the information as it would take too long, and most people are not interested in hearing all the details. The summary and bottom line is what most people want to hear, and what they understand.

Booth asked if we could have a longer period for information meetings on the budget prior to voting.

Krisch noted that the public generally doesn't come out to meetings or information sessions unless they are unhappy.

Smith said that the dates are posted on the website, printed in the paper, and posted in the Town Clerk's Office. Smith noted that generally, his experience is that when people are happy, they don't attend meetings, but when they are upset, they do. He used the recent Cat spay/neuter issue, and said that topic filled the room because it is something that really concerns the residents. Smith feels that the amount of publicity of these meetings is adequate, especially since the internet has become so widely used.

Quinn-Clark suggested that the Town use as many different formats of getting the information out to the public as possible.

The commission asked Smith how he felt about the council being able to make transfers. **(C406)**

Smith feels that the council should be able to make transfers as they see fit. It should not be thrown in the same pot as appropriations. He thinks all restrictions on transfers should be lifted. In addition, he thinks appropriations should be brought back to the same way you adopt the budget.

Chairman Bacon asked Smith to explain the budget process.

Smith outlined this project as below:

- In October, Finance sends out manuals to school boards on how to fill out their budgets.
- In December, Finance sends out manuals to all Town Departments.
- In January, the Town Manager, Assistant Town Manager, and Controller start [s] interviewing each Department Head, making adjustments for the current year.

- In February, Finance starts putting the budget together based on Department Heads, Town Manager, and Assistant Town Managers input and estimates on staffing and energy costs.
- The budget draft is sent to the Town Council for the 2nd meeting in March.
- In April, Town Council, Town Manager, Assistant Town Manager, and whatever Department Head is on the schedule for Departmental review, meets 2 times a week. The budget for that department is reviewed page by page and notations are made.
- Smith noted that the Regional 19 and school board also meet [s] during this time to go over goals for the next budget year.
- The charter requires the budget be adopted by the 2nd Tuesday in May.

Booth noted that she has attended preliminary budget meetings in the past as a representative of the Planning and Zoning Commission and the Inland Wetlands Agency. She expressed her concern that citizens are unaware that they have this opportunity to gain information while the budget is still under consideration.

Nesbitt expressed concern that with limited information (outlines) being presented. He stated that the problems with the budget didn't come out at the Town Meeting, where he thought it would be beneficial to address.

Smith commented that the Town Meeting is not the place to discuss the current year budget previously adopted. Again, Nesbitt stated that if that information is not available at Town Meeting, when and where should it be brought up so that it is not a shock to the public.

Smith stated that the raw financial data is not beneficial to the public, he writes a quarterly narrative to break it down. (Smith will bring quarterly report and annual financial report to the next meeting with the Charter Revision Commission)

Krisch noted that the rates of participation are low, and believes it would be beneficial to find an effective way to get the information about Town meetings out to the public in a timely and efficient manner. He suggested putting out sign boards similar to what is used for the Charter Revision.

Keane questioned Smith on how Region 19 School District ties into Mansfield, and questioned if residents could vote on the Mansfield Budget and the Region 19 School District Budget at the same referendum. She noted that having only one referendum would save money, and referenced the Town of Willington who has implemented this procedure.

Nesbitt questioned Smith on his thoughts of raising the minimum for sealed bids. (C506(b)(c)2)n

Smith would like to either take it out, or put it in for a minimum of 1 million dollars. That dollar amount would be a legitimate reason to have a referendum. He feels

that the language should be changed to suit the Town of Mansfield better, and noted that West Hartford has done this, and has re-written the language. He will try to get it for the next time he meets with the C.R.C.

Chairman Bacon questioned if we should have a threshold (reasonable number of people to come out) and noted that 15% of voters are needed.

Smith added that when dealing with bonding, advocacy restricts what kind of info can go out, and noted that they are very strict.

Quinn-Clark added that a citizen can ask, and the Town can answer any question raised, but the Town cannot voluntarily give the information.

Nesbitt raised question as to whether or not it is a conflict of interest having a Director working for Region 19.

Smith responded that he and others works for the best interest of the residents of Mansfield. We share resources, and the taxpayers pay for one salary for services from Finance, I.T., Public Works, Eastern Highlands Health District, Daycare, and others. Jeff attends all boards meetings and enhances the flow of information of between these different boards.

VII. Future Agenda Items

It was decided that the July 25th meeting will be a "work session" on what has been heard to date, and as a commission decide what if any opinions have been formulated on charges.

Nesbitt discussed the need for structure of the responses that commissioners have for each of the charges. He suggested that the Commission should utilize the following format:

1. Current status
2. Legal parameters
3. Impact on Government practices
4. Impact on overall quality of life of community
5. Identify problems/challenges
6. Identify resources needed
7. Identify options/alternatives
8. Analysis of options

Note was made to check the availability of the following:

- Finance Committee for late August or early September
- Mr. Goodrich
- Barry Feldman

It was suggested that we ask for a written response, unless it is best for the presenter to come in.

The committee adjourned its meeting at 9:15 p.m.

Respectfully submitted,

Jessie L. Shea
Clerk



CHARTER REVISION COMMISSION

Tuesday, July 25, 2006

7:00 p.m.

Audrey P. Beck Municipal Building
Council Chambers

Minutes

I. Call to Order

Chairman Bacon called the meeting to order at 7:03 p.m.

II. Roll Call

Members present: S. Bacon, A. Booth, N. Cox, D. Dzurec (7:08), D. Keane, H. Krisch, G. Nesbitt, S. Quinn-Clark, L. Weiss.

Members Absent: L. Eaton, S. Grunwald

III. Opportunity for Public to Comment

At this time there were no comments from the public.

IV. Approval of Minutes

Nesbitt MOVED, Quinn-Clark seconded, to approve the 7-11-06 minutes with the following corrections:

1. The spelling of Krisch on Page 1, Item II, roll call
2. The addition of the following paragraph on Page 4, 6th paragraph of Section VI new paragraph would read:

Keane questioned Smith on how Region 19 School District ties into Mansfield, and questioned if residents could vote on the Mansfield Budget and the Region 19 School District Budget at the same referendum. She noted that having only one referendum would save money, and referenced the Town of Willington who has implemented this procedure.

3. The addition of the following paragraph on page 5, Item VII 2nd paragraph shall read as follows:

Nesbitt discussed the need for structure of the responses that commissioners have for each of the charges. He suggested that the Commission should utilize the following format:

1. Current status
2. Legal parameters
3. Impact on Government practices
4. Impact on overall quality of life of community
5. Identify problems/challenges
6. Identify resources needed
7. Identify options/alternatives
8. Analysis of options

With those additions to the minutes, the MOTION PASSED UNANIMOUSLY.

V. Communications

No communications were received.

VI. Old Business

Cox MOVED, Booth seconded to amend the agenda in order to address agenda Item VII New Business prior to agenda Item VI Old Business. MOTION PASSED UNANIMOUSLY.

VII. New Business

At this time Chairman Bacon opened the work session. He explained that each member has the opportunity to give their current perspective on the charge at hand, and any input that they have, or anything they request more information about would be noted at this work session in order to come to a final conclusion on each of the tasks. The following is notes on each charge as the members discussed them:

Charge #1 C202

Nesbitt-waiting on the Town Attorney's information, would like to acquire the opinion of the council, Town Manager, and Committee Members.

Cox-Favors eliminating.

Keane-Interested in staggered terms.

Bacon-Attorney promised letter, would like to wait until commission receives letter. Constables, is it required by State law? His feeling is they don't serve much purpose. Might want to consider elimination.

Booth-Currently have staggered terms, Board of Tax Review-looking to have professional qualifications. Region 19 School Board- lack of Minority Representation.

Dzurec-Questions the Constables purpose. Ask the Attorney if it is a State Statute or a Town Charter. Questions how the number of commission members is set.

Krisch- What is the constables roles, questions if we have to have 7. C202b- Not enough Registrar's for the 3rd party (Green Party). C205-Breaking a tie-change wording to Voting Devices.

Quinn Clark-Would like more clarification of staggered. Town council-all elected? Would like Town Council un-staggered, and the other commissions/boards staggered.

Would like to get a legal opinion of Reg. 19. Constable, if they choose to, they can act on their own and take training courses at their own expense. It is more of a historical position.

Weiss- How is Reg. 19 setup, and how are they elected?

Charge #2 302(a)

Weiss- Dependent on the personality of the mayor. Is she the automatic representative of other boards/commissions? Seems to have been poorly defined. Why doesn't council appoint Deputy Mayor? No minority representation. Would like the Charter to be clarified as to what provisions are set on what Mayor can and cannot say/do/vote on. Would like to see a limit on what she can do. The Council voted for her to be the Representative for the Town, and would like to see a language that clarifies her role in the Charter. What is the definition of ceremonial purposes?

Quinn Clark- Council form of Mayor, Strong Mayor vs. Town Manager form of Government. Finance of a small town is too costly to pay a Strong Mayor. Deputy Mayor stands in the absence of the Mayor. Is happy with the current Mayor and Town Council format. Okay with constable, but not insistent.

Krisch-Deputy Mayor steps in Mayors absence. Town Council for of Government for small towns. Mayor is not just for ceremonial purposes, she is representing the Town. Pro Town Council/Mayor. Would like to see clarification.

Dzurec-Concerned if Mayor and Deputy Mayor are both absent, does the Council take over? Should be more consistent.

Booth-Doesn't like the idea of a strong Mayor. Could clarify the role of the Mayor. Likes the idea of the Mayor being selected from within. Representative within the council to have the reins. Ultimately the Council has the final say. Mentioned that the highest vote getter is not always the Mayor.

Bacon-Charter is vague about Mayor. Only function is stated to be ceremonial. Think it's intentional that Mansfield's Charter is vague, as to not have a strong mayor. Senate passed bill for \$2.5 million for roadway improvements for 195, and money for a parking garage. Mayor Patterson took it upon herself to push to get it done, even though the Charter does not require her to. Likes the Council choosing the Mayor. Interested in Town Council selecting Deputy Mayor.

Keane- Questioned why the Deputy Mayor is not elected by the council like the Mayor? Likes the way the Charter is written, gives the Mayor the opportunity to be more active in the Town if he/she chooses.

Cox-Would like Town Attorney's opinion on who the Military/National Guard reports to in the case of an emergency or if Martial Law is put in place? Town Manager or the Mayor?

Nesbitt-Activities of Mayor are decided by the Head of the Town Council. It should be up to the council what the Mayor does. Would like the Mayor and the Town Council explain the structure and her functions. Ask are there formal restraints on the Mayor when she is speaking or voting for the Town. Would like to get copies of Ordinances of her power to Speak/Vote.

Charge #3 C305(B)(C)

Nesbitt-Wouldn't change. Problems to be brought to the Council.

Cox-Town Attorney, appointed by the Town Council. Would leave the way it is. Don't want to have conflicting interest. Should be the same people electing the Attorney as well as the Special Council.

Keane-Town Attorney should go to council not to the Town Manager when he can't represent the Town adequately, due to different specialties, or other circumstances.

Bacon-Town Council meets twice a month. Situation should be able to be brought to the Counsel before a meeting. Needs to be recognized and brought to Town Council for a decision about Special Counsel.

Booth-

Dzurec-Agreed, budgetary issues involved with hiring Special Council, Town Council should be involved in that.

Krisch- Agreed

Quinn Clark- Agreed

Weiss- Agreed

Charge #4 C306

Weiss-Doesn't see a need for this. Doesn't want to restrict, cant limit from speaking.

Quinn Clark-Individuals speaking for boards/town. Individuals are speaking on behalf of themselves not the Town.

Krisch-Shouldn't speak for the Town unless checked with Council. Doesn't happen often, and doesn't think this is a problem. Would like to check with the Town Attorney, and obtain a copy of sample of ordinances for Commission on this subject.

Dzurec-Not well defined. How/what can be said by board/commission members? Individuals can speak for themselves, but cannot speak on behalf of the Town. Who makes up boards/commissions/council, and how do they get elected/appointed?

Booth-Council should clarify roles/limits when members are appointed to commissions and boards.

Bacon-Fine the way it is. Already gives Council the authority to limit. Council shall oversee & update the Commission/Board members. Town Manager or Town Council should distribute policy to members when they are appointed.

Keane-Agrees with Booth and Bacon

Cox-Thinks policymaking board is council, and they should be the ones who determine what is said. This makes the Council be more clear on positions of the Town and statements that are made.

Nesbitt-Suggested that giving the council the right to speak for the Town under section 303 of the Charter. (Cox agrees)

Quinn-Clark- Would like to see clarification when appointed to the board.

Nesbitt- Would like Town Attorneys opinion and the opinion of the Council, on opinions on clarifying the wording of this charge. Do they think it is satisfactory, or what they think needs to be changed? Looking for more feedback from them.

VIII. ...Old Business (Continued)

Krisch, Nesbitt, and Weiss updated the Commission on the progress of the Charter Revision Link on the Town of Mansfield Website. Below is a report with the proposed list of changes to be made to the current Mansfield Charter Revision Commission page:

1. Replace the current "Agenda and Minutes" page with a new Mansfield Charter Revision Commission Page
2. Delete the minutes of the former Town Council subcommittee on charter revision.
3. Under the name of the commission at the top of the page would be a short description of what we are working on now and an invitation for people to come:
4. **Example:**
Headline Type: Mansfield Charter Revision Commission
(Smaller type underneath):
Current focus: Financial provisions in the Charter, including the budget town meeting, the authority of the Town Council to transfer funds, and bonding provisions.(current focus would need to be reviewed and changed as needed)
5. A paragraph summary under that of what the commission is and how to email us. (Henry is drafting this and we'll have it at the next meeting)
6. On the right side of the page, a box that provides links to:
 - a. Agendas and minutes
 - b. Current Town Charter
 - c. Items Under Review (this would include the list of 14 items that the Council charged us with reviewing and the additional items that the public has asked us to review)
 - d. Members of the Commission
 - e. Online Comments (our blog)

They also mentioned the webmaster reluctance to implement the Committees suggestion to only post the accepted minutes. Suggestion was made to contact the Town Managers office to try to rectify the situation.

Krisch MOVED, Nesbitt seconded to approve recommendations 1-4 and 6 in the report given regarding the changes to the Town Charter Commission Web Page. MOTION PASSED UNANIMOUSLY.

Krisch MOVED, Nesbitt seconded that the Charter Revision approve the text of #5, under the provision that the Chairman does not receive objections from members within 5 calendar days after distribution. MOTION PASSED UNANIMOUSLY.

IX. Future Agenda Items

Cox MOVED, Krisch seconded, to continue the work session starting with Charge #5 on August 8, 2006. MOTION PASSED UNANIMOUSLY.

X. Adjournment

Bacon MOVED, Krisch seconded to adjourned its meeting at 9:15 p.m. MOTION PASSED UNANIMOUSLY.

Respectfully submitted,

Jessie L. Shea
Clerk

DRAFT
TOWN OF MANSFIELD
CONSERVATION COMMISSION
Minutes of the June 21, 2006 Meeting
Conference Room B, Audrey P. Beck Building

Present: Peter Drzewiecki, Quentin Kessel (acting chair), Jennifer Kaufman, and Frank Trainor.
Absent: Robert Dahn Scott Lehmann, and John Silander.
Town Staff: Grant Meitzler

1. The meeting was called to order at 7:35 PM.
2. The minutes of the May 17, 2006 meeting, with editorial changes, were approved unanimously.
3. Open Space Meeting. Kessel reported on the June 20, 2006 Open Space Preservation Committee meeting. At this meeting Denise Burchsted, Executive Director of the NWC, reviewed the addition of the Natchaug, Mt. Hope and Fenton Rivers to the list of State Greenways and the purpose of the Greenway program. Kaufman noted that Greenway status promotes regional collaborations and assists in writing grants for State and Federal funds for the protection of these greenways. Meitzler said that Greenway status was very helpful in preserving a portion of the Vernon property.

Town Manager Mary Berliner and Assistant Town Manager Matt Hart led a discussion on Open Space issues in Town, including the matter of the proposed bonding issue for Open Space and what the OSPC can, and cannot, do with regard to informing voters on this matter.

4. IWA Referrals.

IWA 1348 - Vanscoy - Middle Turnpike. Map date: 5/31/06. This application is for a 24X24 foot addition at the rear of the existing house with work to be carried out within 30 to 40 feet of a wetland. Kaufman moved, and Drzewiecki, that there should be no significant negative impact on the wetland from this project if appropriate sedimentation and erosion controls are in place during the construction and removed after the site is stabilized. The motion passed unanimously.

IWA 1349 - Roby - Brookside Lane. Map date: 5/8/06. This application is for a new driveway to eliminate driveway sharing for two houses on Brookside Lane. The current driveway passes close by the first of these two houses, and the proposed new Driveway will give additional privacy to the first house. The current driveway crosses the wetland at its narrowest width and the proposed new driveway crosses a much wider section of wetland. The question was raised as to whether it was appropriate to create an additional wetland crossing for the second house when there is existing access to it.

Alternatives were discussed. These included:

1. Leaving the existing driveway system as is.
2. Moving the first house further away from the existing driveway. It was agreed that the cost for doing this might be comparable with the cost of the proposed driveway.
3. Searching for a better location for the new crossing.

4. Permitting the new wetlands crossing but requiring wetlands restoration of the existing crossing.

It was agreed that the project, as proposed, would have a significant negative impact on the portion of the wetlands being crossed. In the event that the IWA permits construction of the proposed the driveway, The CC recommends that, at a minimum, the location of the portion of the driveway parallel to the stone wall be placed on the other side of the wall, i.e., moving it further away from the wetland. No vote was taken.

IWA 1350. This file was reviewed and required no action by the CC. It is a request by the USGS to proceed with the installation of a gauging station on the Fenton River where Old Turnpike Road crosses it. It was noted that this installation was one of the recommendations made by the Technical Advisory Group for the recent Fenton River Study.

6. The meeting adjourned at 8:50 P.M. on a motion by Kaufman and seconded by Drzewiecki.

Respectfully submitted,

Quentin Kessel
Secretary

7/37/06 REVISED DRAFT
TOWN OF MANSFIELD
CONSERVATION COMMISSION
Minutes of the July 19, 2006 Meeting
Conference Room B, Audrey P. Beck Building

Present: Peter Drzewiecki, Quentin Kessel (acting chair), Scott Lehmann, and John Silander.
Absent: Robert Dahn, Jennifer Kaufman, and Frank Trainor.
Town Staff: Grant Meitzler

1. The meeting was called to order at 7:35 PM.
2. The minutes of the June 21, 2006 meeting were approved unanimously on a motion by Drzewiecki, seconded by Kessel.
3. Kessel reported on the July 18, 2006 OSPC meeting.

4. IWA Referrals.

IWA 1351A - Troyer - 840 Mansfield City Road. Map date: 6/14/06. This application is for a house addition within 150 feet of adjacent wetlands. Silander moved, and Lehmann seconded, that there should be no significant negative impact on the wetland from this project as long as the sedimentation and erosion controls shown on the map are in place during the construction and removed after the site is stabilized. The motion passed unanimously.

IWA 1352 - Town of Mansfield - Plains Road, River Park project. Map date: 6/01/06. This application is for development of the property next to the Willimantic River recently acquired from the state. Drzewiecki moved, and Silander seconded, that subject to prior DEP approval the project should have no significant negative impact on the involved watercourse and wetlands. The motion passed unanimously.

IWA 1353 - Henning/Doyen - Moulton Road. Map Date: 6/27/06. This application is for a garage/workshop addition to an existing garage within 150 feet of the wetlands. The CC notes the map indicates a 28 foot by 28 foot addition, which might represent a greater depth than the existing garage has. Meitzler reported that he has spoken with the applicant and that the depth of the addition will match that of the existing garage. With this understanding Lehmann moved, and Silander seconded, that there should be no significant negative effect on the wetlands from this project as long as the erosion and sedimentation controls shown on the map are in place during the construction and removed after the site is stabilized. The motion passed unanimously. Concern was expressed that the CC should have been presented with a more accurate map and that the CC should not have to rely on verbal understandings.

IWA W1344 - Shafer Properties LLC - Center Street. Map date: 12/31/00. This application is for a relocation of a drainage system required for planned septic system repair. Drzewiecki moved and Lehmann seconded, that there should be no significant negative effect on the wetlands from this project as long as appropriate erosion and sedimentation controls (not apparent on the map) are in place during the construction and removed after the site is stabilized. The motion passed unanimously.

IWA W1355 - Halle - Spring Hill Road. Map Date: 6/27/06. This application is for re-subdividing one of the former lots in the Gifford Estates subdivision into three lots, with one lot having the old house on it. Portions of the work are within 150 feet of wetlands. Drzewiecki moved and Silander seconded, that there should be no significant negative effect on the wetlands from this project as long as appropriate erosion and sedimentation controls (not apparent on the map) are in place during the construction and removed after the site is stabilized. The motion passed unanimously; however, concern was expressed that the driveway for this project is already well under way and that stone walls have been breached before the project's approval.

Additionally, the CC would like, once again, to express disappointment that Mansfield's shared-driveway regulations encourage re-subdivisions such as this one. In this instance the shared driveway regulation permits an additional house on land that would otherwise have remained open space under the old regulations. This seems to be contrary to the stated intent of the shared-driveway regulation.

5. Storrs Downtown Partnership. Kessel noted that Denise Burchsted of the NWC had expressed concern for how the surface-water runoff will be controlled and whether the engineers for this project expect to use the vernal pools in the conservation area as retention basins. This is an important consideration because of the proposed concentration of buildings and paved areas in this project. Kessel related that he had called Michael Klemens, an environmental consultant for the project, to ask about this. Klemens reported that it was important for the maintenance of the vernal pool environment that the surface/underground flow of the water not be disrupted. He indicated that the surface water would have to be cleaned before its release to the watershed. Meitzler reported that he was unaware, as of yet, of what plans the Partnership has to accomplish this. He agreed to forward information about this to the CC when it became available.

6. The meeting adjourned at 8:55 P.M.

Respectfully submitted,

Quentin Kessel
Secretary

HOUSING AUTHORITY OF THE TOWN OF MANSFIELD
REGULAR MEETING MINUTES

Housing Authority Office

June 8, 2006

8:00 a.m.

Attendance: Mr. Long, Chairperson; Ms Christison-Lagay, Vice Chairperson; Mr. Eddy, Treasurer and Acting Secretary was excused; Ms Hall, Assistant Treasurer; Mr. Simonsen, Commissioner was excused and Rebecca Fields, Executive Director.

The meeting was called to order at 8:12 a.m. by the Chairperson.

MINUTES

The reading of the minutes was dispensed with and a motion made by Ms Christison-Lagay and seconded by Ms Hall, to accept the minutes of the May 16, 2006 Regular meeting. Motion approved unanimously.

COMMUNICATIONS

Ms Fields brought a request from the Department of Transportation to direct them in the placement or removal of the two flag poles displaced by road construction. It was agreed that they would be removed since they are rusted out and not used.

COMMENTS FROM THE PUBLIC

There were no comments from the public.

REPORTS OF THE DIRECTOR

BILLS

A motion was made by Ms Hall and seconded by Ms Christison-Lagay, to approve the May Bills. Motion approved unanimously.

FINANCIAL REPORTS-A (General)

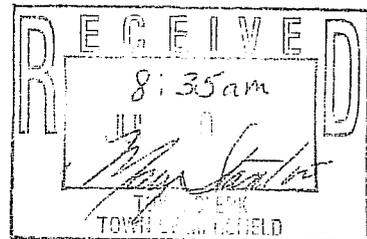
A motion was made by Ms Christison-Lagay and seconded by Ms Hall, to provisionally accept the March 31, 2006 and April 30, 2006 Financial Reports for both Wrights Village and Holinko. Motion approved unanimously.

FINANCIAL REPORT-B (Section 8 Statistical Report)

A motion was made by Ms Hall and seconded by Ms Christison-Lagay to provisionally accept the April Section 8 Statistical Report. Motion approved unanimously.

MISCELLANEOUS

Ms Fields reported that Unit 911 was leased up on June 1st and Unit 404 was leased up on June 12th at Wright's Village. Wright's Village is fully leased.



REPORT FROM TENANT REPRESENTATIVE

Ms Fields brought a request from a resident at Wright's Village (Unit 304) who would like her handicap toilet replaced with a regular height toilet. The board agreed to make the accommodation.

UNFINISHED BUSINESS

The Bylaws of The Housing Authority of the Town of Mansfield
This item remains open.

Liberty Bank CD's

The CD's were renewed for 62 days at 4.79APR. They expire on July 31, 2006 and there is no grace period. The CD's are insured up to \$100,000 by FDIC. The bank is required to execute a general deposit agreement with this Housing Authority which requires the bank to provide this Housing Authority with collateral, in the form of US government securities, for any amounts in excess of \$100,000. Ms. Fields will request a copy of this agreement from the bank.

Fee Account Contract

A motion was made by Ms Hall and seconded by Ms Christison-Lagay to sign the contract between the Mansfield Housing Authority and John S. Sullivan C.P.A. Motion approved unanimously.

NEW BUSINESS

Holinko Hot Water Heater Replacement

Ms Fields requested that as a preventative maintenance measure we begin a replacement program for the HWH at Holinko. Fifteen (15) have been replaced and an additional twenty (20) need to be replaced. Ms Christison-Lagay suggested we look into the instant HWH rather than the tank style to reduce energy costs. Ms Fields agreed to research the subject.

PHA State Occupancy Policies – Ms Fields suggested we add a Preference to our Holinko Estate Waiting List to give points to those who are U.S. citizens or possess a Green Card. This change would increase the Authority's ability to serve our target population of low and moderate income people who work and live in the area. This will have the additional advantage of helping to lower our occupancy costs by not having to write off expenses that are uncollectible because a resident leaves, owing the Authority money, and returns to his/her county of origin where we cannot pursue our rights in court. This change has to be approved by CHFA. A motion was made by Ms Christison-Lagay and seconded by Ms Hall. Motion approved unanimously.

Residential Service Coordinator

A motion was made by Ms Hall and seconded by Ms Christison-Lagay to pass the resolution provided to us by the Department of Economic and Community Development to enter into an agreement to fund the Residential Service Coordinator from July 1, 2006

through June 30, 2007 for the Wright's Village resident who pays more than 30% of his/her income in rent. Motion approved unanimously.

Rental Assistant Program

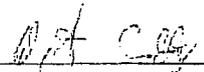
A motion was made by Ms Hall and seconded by Ms Christison-Lagay to request monies from the rental assistant program through DECD, effective July 1, 2006 through June 30, 2007, for our Wright's Village residents who pay more than 30% of their income in rent. Motion approved unanimously.

Section 8 Lease Up

Ms Fields reported that the audit for 2005 showed unspent HAP funds in the amount of \$52,930. The discussion centered around using these funds this year and taking on the risk of overspending rather than underspending HAP funds to meet the need in the community. Ms Fields will speak with HUD and obtain additional information regarding the ramifications of overspending verses underspending. Any spending above HUD funding would be absorbed by the Authority.

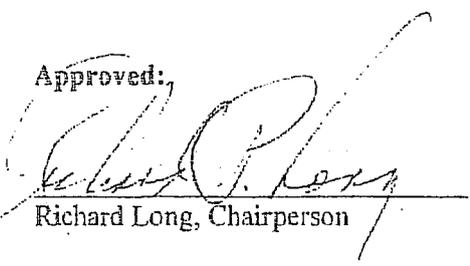
ADJOURNMENT

Motion was made by Ms Hall and seconded by Ms Christison-Lagay to adjourn at 9:50 a.m. Motion passed unanimously.



Dexter Eddy, Acting Secretary

Approved:



Richard Long, Chairperson

MINUTES

MANSFIELD INLAND WETLAND AGENCY
 Regular Meeting, Wednesday, July 5, 2006
 Council Chambers, Audrey P. Beck Municipal Building

Members present: R. Favretti (Chairman), B. Gardner, R. Hall, K. Holt, P. Kochenburger, P. Plante, B. Ryan, G. Zimmer
 Members absent: J. Goodwin
 Alternates present: C. Kusmer, B. Pociask, V. Stearns
 Alternates absent: None
 Staff present: G. Meitzler, (Wetlands Agent), G. Padick (Director of Planning)

Chairman Favretti called the meeting to order at 7:05 p.m., appointing Stearns to act in place of Goodwin who was absent.

Minutes

6/5/06 – Hall MOVED, Holt seconded, to approve the Minutes as written. MOTION PASSED with all in favor except Stearns and Plante who disqualified themselves.

6/15/06 – Field Trip – Holt MOVED, Favretti seconded, to approve the Minutes with the correction of the time adjourned to 4:15p.m. MOTION PASSED with Favretti, Holt, and Ryan in favor and all others disqualified.

Communications:

Conservation Commission 6/21/06 Minutes- Favretti noted the Conservation Commission's motion #4 should be noted.

Wetlands Agent's Monthly Business report (6/27/06)- In response to a question, Meitzler noted that he will ask Mansfield Auto if mercury switches are being removed from cars before they are crushed, to avoid contaminating the soil. He also explained that mercury switches are found in newer cars, which are not yet found at this location.

Old Business

W1348 – Vanscoy Middle Turnpike, addition in buffer After a brief discussion, 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 Christopher Vanscoy (File #1348) for construction of a 24 X 24 foot addition to a single family residence on property owned by the applicant located at 504 Middle Turnpike, as shown on a map dated 5/31/06 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 and maintained during construction and removed when disturbed areas are completely stabilized.

2. Silt fence shall be placed to enclose or surround the area of the construction activity for the addition and the area of stockpiled material.
3. The applicant shall consult with Curt Hirsch, ZEO, to get advice on other permits that may be needed for the additional bedrooms, bathroom, and kitchen.

This approval is valid for a period of five years (until 7/5/2011), unless additional time is requested by the applicant and granted by the Inland Wetlands 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.

W1349 – Roby, Brookside Lane, driveway crossing wetlands

Representing the applicant, Michael Dilaj of Datum Engineering answered questions the commission may have regarding the proposal to install a driveway crossing the wetlands. He indicated that the driveway will be approximately 30 feet away from the abutter's home. The new driveway will replace the existing driveway in attempt to gain access to the rear property. The existing driveway will be restored to a natural condition, and the stones from the driveway will be used to rebuild the stone wall that runs parallel to the proposed driveway.

Chairman Favretti asked if anyone would like to speak from the public. Mrs. Barbara Byron, abutter on Brookside Lane, expressed concern with the driveway being installed so close to her home. She indicated that the section of the driveway at the rear of the property being redesigned to the rear of the stonewall would be acceptable to them. She also inquired about the frequency of fertilization needed to establish grass along the driveway. Dilaj indicated that the fertilizing in question is generally a one-time application as a starter for the new grass.

Holt asked for clarification on where the Byron's house is located on the adjacent property, and why the driveway is so close to it. She wondered if the driveway could be located further away from Mrs. Byron's house.

Dilaj indicated that he could accommodate the Byrons by moving the lower portion of the driveway southerly another 30 feet, although fill would have to be brought in to accomplish this. The new driveway then would be approximately 60 feet away from the Byron's house. Dilaj would not change where the crossing of the wetland occurs, however the rear section of the driveway will be shifted away from the rear wetland to now run parallel to the back side of the stone wall. He felt that the stone wall will act as a buffer between the driveway and the wetland.

Holt MOVED, Hall seconded, that the Inland Wetland Agency table acting on the application submitted by Mark Roby (File #1349) for a driveway that crosses a wetland, on property located at 110 Brookside Lane. This item is tabled until the Inland Wetland Agency's Special Meeting on July 17, 2006 for the following reason: the plan needs to be revised so that the existing driveway crossing is removed and restoration plans are included, and that the plans for the new driveway shall be redrawn to move it further from wetlands, with more details on wetlands protection at the new crossing. MOTION PASSED UNANIMOUSLY.

W1351 – Zera, North Eagleville Road, above ground pool in buffer

A brief discussion was held, and it was noted that the area is flat, and no silt fence is necessary on this installation.

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 Karen Zera (File #1351) for construction of a 18 foot above-ground pool on property owned by the applicant located at 321 North Eagleville Road, as shown on a map dated 6/1/06 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 and maintained during construction and removed when disturbed areas are completely stabilized.
2. This approval is valid for a period of five years (until 7/5/2011), unless additional time is requested by the applicant and granted by the Inland Wetlands 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

W1351a – Troyer – Mansfield City Road- addition in buffer

Kochenburger MOVED, Holt seconded, to receive the application submitted by John Troyer (File W1351a) under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for the construction of an addition to a single-family residence at 840 Mansfield City Road, on property owned by the applicant, as shown on a map dated June 14, 2006, and as described in other application submissions, and to refer said application to the staff and Conservation Commission for review and comment. MOTION CARRIED UNANIMOUSLY.

W1352 – Town of Mansfield – Plains Road- River Park project

Kochenburger MOVED, Holt seconded, to receive the application submitted by Town of Mansfield (File W1352) under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for the construction of a recreation area, parking area, boat launch, trails, and sitting area in phases, at River Park at Plains Road on property owned by the applicant, as shown on a map dated June 1, 2006, and as described in other application submissions, and to refer said application to the staff and Conservation Commission for review and comment. MOTION CARRIED UNANIMOUSLY.

W1353 – Henning/Doyen- Moulton Road- garage/workshop in buffer

Kochenburger MOVED, Holt seconded, to receive the application submitted by Robert Henning and Sally Doyen (File W1353) under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for the construction of a garage addition and deck on a single-family residence at 166 Moulton Road, on property owned by the applicant, as shown on a map dated June 27, 2006, and as described in other application submissions, and to refer said application to the staff and Conservation Commission for review and comment. MOTION CARRIED UNANIMOUSLY

W1354 – Shafer Properties, LLC – Center Street – drainage system relocation

At this time Holt disqualified herself, and Chairman Favretti appointed Alternate Kusmer to act.

Kochenburger MOVED, Ryan seconded, to receive the application submitted by Shafer Properties, LLC (file W1354) under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for the repair

and installation of a septic system at 534 Storrs Road, on property owned by the applicant, as shown on a map dated 12/31/00, and as described in other application submissions, and to refer said application to the staff and Conservation Commission for review and comment. MOTION CARRIED UNANIMOUSLY with Holt disqualified.

W1355 – Halle – Spring Hill Road –resubdivision

Kochenburger MOVED, Holt seconded, to receive the application submitted by Spring Valley LLC., (file W1355) under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for a 2-lot residential subdivision Spring Road and Maple Road, on property owned by Francis and Denise Halle, as shown on a map dated 11/2/05, and as described in other application submissions, and to refer said application to the staff and Conservation Commission for review and comment. MOTION CARRIED UNANIMOUSLY

Field Trip

Scheduled for new business for Wednesday, July 19th at 1:00 p.m.

The meeting was adjourned at 7:47 p.m.

Respectfully submitted,

Katherine K. Holt, Secretary

MINUTES

MANSFIELD PLANNING AND ZONING COMMISSION
 Monday, July 17, 2006
 Council Chambers, Audrey P. Beck Municipal Building

Members present: R. Favretti (Chairman), B. Gardner, K. Holt, P. Kochenburger, G. Zimmer
 Members absent: J. Goodwin, R. Hall, P. Plante, B. Ryan,
 Alternates present: C. Kusmer, V. Stearns
 Alternates absent: B. Pociask
 Staff present: G. Padick (Director of Planning) C. Hirsch (Zoning Agent)

Chairman Favretti called the regular meeting to order at 7:16 p.m., appointing Stearns and Kusmer to act due to member absence.

Minutes:

Holt noted a few changes to be made to the minutes of July 5, 2006.

- Page 1 Under Old Business Item 1, third paragraph, second sentence should read "...with some of the wetlands to be included..."
- Page 2 Item 2b the word delineated should be deleted. The motion that was read at the 7/5/06 meeting regarding Spakoski's approval for Mount Hope Farms was read correctly, however, the minutes were written with a misspelling. She noted that a corrected approval letter will be sent to Spakoski noting the change.
- Page 8 Item 8 the "Public Hearing Continued until 7/17/06."
- Page 8 Item 8b file # should be 1164

7/5/06-Holt MOVED, Gardner seconded, to approve the Minutes as corrected; MOTION CARRIED UNANIMOUSLY.

Scheduled BusinessZoning Agent's Report

- A. Monthly Activity- There were no questions or comments regarding C. Hirsch's Monthly Report of Zoning Enforcement Activity. Hirsch did note that this year there were only 3 more houses built than last year.
- B. Enforcement Update- Hirsch updated the commission on the progress of the Paideia property. He has not received any complaints, and he noted that the footings appear to be in.

Other Old Business2. Bond Release Requests:

- A. Mulwood East, File #1225
Item tabled, awaiting supplemental information for clarification.
- B. Maintenance Bond, Maplewoods Section 2, Max Felix Drive
Item tabled. Padick noted that the roadway improvements are done, but the street tree landscaping is not complete.

3. 8/7/06 Public Hearings

- A. Special Permit Application, River Park, Plains Road, Town of Mansfield o/a, File #1249
Item tabled due to an 8/7/06 scheduled Public Hearing.
- B. Re-Subdivision Application, Gifford Estates Resubdivision, 2 new lots on Maple and Spring Hill Roads, Spring Valley LLC., applicant, File #1250
Item tabled due to an 8/7/06 scheduled Public Hearing.
- C. Special Permit Application, proposed efficiency unit at 238 Maple Road, P. Peters, File # 1248
Item tabled due to an 8/7/06 scheduled Public Hearing.

4. Open Space Preservation committee

Item tabled. Padick has not yet contacted the Green Valley Institute

5. 6/2/06 Letter from J. Spears RE: Storage areas – Colonial Townhouse Apartments, Foster Drive.

Item tabled. Padick updated the Commission on research he had done in response to letter received from Spears. He noted that the PZC approval was issued in 1968. None of the details required had information on interior set up of the buildings or landscaping layouts. All that was required in 1968 was the basic infrastructure and no storage plans were submitted. Because storage spaces were not part of the original approval, Padick does not feel that we now have the authority to require that storage spaces be provided to replace the ones being removed. Padick will have a written report for the next meeting.

6. Consideration of potential revisions to the Zoning Regulations to PZC/IWA fee schedule

Item Tabled.

7. Eastern Parking Garage/softball field relocation project

Item Tabled.

8. Other

Holt MOVED, Gardner seconded, to cancel the August 21, 2006 meeting due to vacation schedules.
The MOTION CARRIED UNANIMOUSLY.

New Business

Holt MOVED, Stearns seconded, to add to the agenda under New Business, a letter dated July 17, 2006 submitted by Gerald and Linda Stowell for a request to remove a tree from Summit Road. The MOTION CARRIED UNANIMOUSLY.

1. 7/17/06 Letter from G. and L. Stowell RE: Tree removal-Summit Road

Padick updated the board that L. Hultgren, as Town Tree Warden, is unclear if the subject tree is on Town property or on the Stowell's property. Hultgren did determine that the tree is not a hazard to any vehicle traveling this Scenic Road. The Town would not pay for the tree removal since there is no hazard, but if the Stowells are still interested in its removal, they would have to submit a request to the Town Council. The subject then would be referred to the PZC for their approval because Summit Road is a Town Scenic Road. Padick is unclear of the Stowell's intentions at this time, but will contact them.

Reports of Officers and Committees

- There was no report from the PZC Chairman or Regional Planning Commission Representatives and note was made that the next meeting for the Regulatory Review Committee is scheduled for Tuesday, July 25, 2006 at 2:00 p.m.

Communications and Bills

- The agenda items were noted, and no discussion was held.

The Chairman declared a 4-minute break at 7:41 prior to the start of the scheduled Public Hearings.

Public Hearing ContinuationPublic Hearing-Sand and Gravel Special Permit Renewals:**A. Hall Property, Old Mansfield Hollow Road, File #910-2**

Chairman Favretti opened the continued Public Hearing at 7:48 p.m., and appointed alternates C. Kusmer and V. Stearns to act for absent members. Present were: Favretti, Gardner, Holt, Stearns, Zimmer, and Kusmer. Kochenburger disqualified himself. Padick referenced a 6/10/06 letter from Mr. and Mrs. McCarthy received on 7/14/06; a 7/9/06 letter from Pinecrest Environmental Services; a 7/14/06 letter from A. Stadler; a 7/17/06 report from Zoning Agent C. Hirsch; and a 7/17/06 memo from Greg Padick, Director of Planning.

Applicant Ed Hall, and Ron Ochsner, of Branse and Willis, LLC., were present in the absence of Attorney Branse. Ochsner presented the commission with a letter dated 7/15/06 from J.G.T. Corporation, DBA Ashford Agway. Ochsner read the submitted letter, which stated they will be taking possession of several of the trailers that are on the Hall property, but due to the unusual weather they have not yet been able to remove them, but will do so no later than August 2006.

Ochsner also mentioned that the well monitoring report from Pinecrest Environmental Services has been submitted, and this completes the requests that Hirsch had made. At this time Ochsner is requesting that the renewal of the Special Permit for the Sand and Gravel operation with the existing provisions be approved.

Favretti asked Hall how much longer he anticipates this operation to continue. Hall said if the market goes well, Phase 1 should be complete by this time next year. Holt noted that according to the provisions of the Special Permit, he is only allowed to remove 8,000 cubic square yards per year. Hall stated that he doesn't believe that much is left for removal. For clarification Holt asked Hall if the Phase 1 area is on the "Eric Hall Property" or on the "Ed Hall Property." Hall pointed out on the map, that the active part of Phase 1 is on the Ed Hall Property.

Ed Hall noted that all extraction work for Phase 1 that was on the Eric Hall Property has been completed, the area is stabilized, and grass is growing. No other work under this Special Permit for Sand and Gravel is to be done on this property. He mentioned for clarification that Eric Hall has a Zoning permit to construct an addition to the existing house with related site work. Hall believes that the work that is allegedly being conducted in the buffer zone may very well be site work being performed on Eric's property, and he stated that no work at all has been done in the buffer zone since the buffer was established over a year ago.

At this time Chairman Favretti gave opportunity for anyone in the audience to speak about the Special Permit Application Renewal.

Hirsch clarified that Towne Engineering's report stated that there is approximately 2,400 cubic yards left on Phase 1, with approximately 300 cubic yards removed last year.

Mr. McCarthy, son-in-law of Mrs. A. Stadler, and abutting property owner, addressed the Commission with concerns about the buffer, which borders the Stadler property. Hirsch agreed to check the contours of the buffer against the contours on the plans done by Towne Engineering for the Eric Hall property, to determine if the slope has been altered.

Question was raised as to how much fill can be removed on the Eric Hall property according to the Zoning Permit. Hirsch stated that 500 cubic yards can be removed without a fill permit, and that according to an estimate by Towne Engineering, Eric Hall is close to his limit of 500 cubic yards. Holt would like to see a bi-monthly monitoring report from Hirsch on the activity and progress of the Eric Hall property. She reminded the Commission that the buffer goes with the Special Permit for Phase I of the sand and gravel operation, and it is located on both the Ed and Eric Hall properties.

Gardner questioned McCarthy's concern raised in the submitted letter about the adequacy of the bond. Padick responded that the original bond was posted in 1992, and was set at \$8,300.00 and has been accumulating interest at approximately 5%. The bond plus the interest is estimated to exceed \$15,000.00. In Padick's opinion this is an adequate bond amount for this project.

McCarthy stated that he is requesting that the Commission request that the buffer area be seeded and restored, and all trailers be removed by a specific date. Padick suggested staff could check the contour levels along the buffer to see they remain as mapped, which also was a concern of the McCarthy and Mrs. Stadler.

With no further questions or comments, Favretti MOVED, Holt seconded, to close the Public Hearing. MOTION PASSED UNANIMOUSLY, with Kochenburger disqualified.

B. Banis Property, Pleasant Valley Road, File #1164

Chairman Favretti opened the continued Public Hearing and appointed alternates C. Kusmer and V. Stearns to act for absent members. Present were: Favretti, Gardner, Holt, Kochenburger, Stearns, Zimmer, and Kusmer. Padick referenced a 7/13/06 memo from Zoning Agent C. Hirsch, a 7/14/06 memo with revised map from G. Meitzler, and a 7/17/06 memo from Greg Padick, Director of Planning.

Mr. & Mrs. Banis were present to answer any questions the Commission asked regarding the revised plan they submitted dated 7/7/06.

Gardner questioned if areas 1 & 2 are complete, and what is on the plans that's shown as 30 feet high. Mr. Banis stated that gravel removal in areas 1 & 2 are complete, and it is the ledge that has a height of 30 feet. This steep drop-off will not be touched.

Zimmer noted that the work to be done is further from the road and neighbors than the previous work done and therefore doesn't appear to have an adverse impact.

Holt questioned how much excavation do they anticipate. Banis estimates 9,000 cubic yards of material to be removed from area 3.

There were no comments for the public. With no further questions from the Commission, Gardner MOVED, Stearns seconded, to close the Public Hearing at 8:43p.m. MOTION PASSED UNANIMOUSLY.

Public Hearing-PZC proposed revisions to the Zoning Regulations:

Article III proposed extension of existing moratorium on rezoning land south of Pleasant Valley Road, between Mansfield City Road and Mansfield Avenue, and miscellaneous other revisions.

Chairman Favretti opened the Public Hearing at 8:44p.m., and appointed alternates C. Kusmer and V. Stearns to act for absent members. Present were: Favretti, Gardner, Holt, Kochenburger, Kusmer, Stearns, and Zimmer. Padick read the legal notice published in the Willimantic Chronicle and referenced the following memos: 6/20/06 memo from the Open Space Preservation Committee, a 6/28/06 referral letter from the Windham Regional Council of Governments, a 7/7/06 memo from Greg Padick, Director of Planning, and a 7/13/06 letter from Town Attorney, D. O'Brien.

Padick noted that, as per requirements by State Statutes, notice of the revisions were sent to neighboring towns, as well as filed at the Mansfield Town Clerk's office. All return receipts from the neighboring towns are in the file.

Gardner inquired if any public or neighboring towns had commented or corresponded to the draft revisions. Padick noted that none have been received at this time.

Padick informed the Commission that although the moratorium is for drafting multi-family/open space regulations for the area south of Pleasant Valley Road, the multi-family regulations for the whole town should be addressed as they have not been significantly changed in over 10 years. He felt that the moratorium extension would allow more time to work on revisions in a comprehensive manner, and he hoped to have them ready for Public Hearing in October and November.

He also commented on the four changes recommended by ZEO Hirsch, saying that they were technical changes.

There was no one present in the audience to speak on these issues. With no further questions and comments, Holt MOVED, Gardner seconded, to close the Public Hearing at 8:45 p.m. MOTION PASSED UNANIMOUSLY. Gardner volunteered to work on a motion for the next meeting.

Other Old Business Continued

1. Consideration of potential action on Sand and Gravel Permit Renewals

A. Hall Property, Old Mansfield Hollow Road, File #910-2

Chairman Favretti appointed alternates C. Kusmer and V. Stearns to act for absent members. Kochenburger disqualified himself.

Suggestion was made that the Commission renew the Sand and Gravel permit with last year's provisions and include the staff recommended change to item # 16. Holt would like to set progress deadlines and see bi-weekly reports from Zoning Agent Hirsch.

Holt MOVED, Kusmer seconded, to approve with conditions the special permit renewal application of Edward C. Hall (file 910-2) for excavating and grading on property owned by the applicant, located off Mansfield Hollow Road, as presented at Public Hearings on 6/19/06 and 7/17/06. This renewal is granted because the application as hereby approved is considered to be in compliance with Art. V, Sec. B and Art. X, Sec. H of the Mansfield Zoning Regulations. Approval is granted with the following conditions, which must be strictly adhered to, due to potential adverse neighborhood impacts. Any violation of these conditions or the Zoning Regulations may provide basis for revocation or non-renewal of this special permit.

1. No activity shall take place until this renewal of special permit is filed on the Mansfield Land Records by the applicant. This approval for special permit renewal shall apply only to the authorized Phase I area of the site.
2. This renewal of special permit shall be effective until July 1, 2007;
3. Excavation activity shall take place only in accordance with plans dated 12/1/91 and 5/9/95, as revised to 6/13/06;
4. This special permit renewal does not authorize the deposition of more than 100 cubic yards of fill material onto the permit premises (the whole 17-acre lot) during any 12-month period;
5. All work shall be performed by Edward C. Hall or his employees. No other subcontractors or excavators shall excavate in or haul from this site. All work shall be performed using the equipment stated on said plans and in the applicant's Statement of Use;
6. No more than 8,000 cubic yards of sand and gravel or the amount of material remaining in Phase I, whichever is less, shall be removed per year;
7. In association with any request for permit renewal, the following information shall be submitted to the Commission at least one month prior to the permit expiration date:
 - A. Updated mapping, prepared by a licensed professional engineer, depicting current contour elevations and the status of site conditions, including areas that have been re-vegetated;
 - B. A status report statement that includes information regarding:
 - the amount of material removed in the current permit year and the estimated remaining material to be removed in the approved phase;
 - the planned timetable for future removal and restoration activity;
 - conformance or lack thereof with the specific approval conditions contained in this renewal motion
8. Unless prior authorization has been granted by the Commission, the existing area to the south and southeast of the approved excavation phase shall be retained in its existing wooded state. This area provides a buffer between the subject excavation activity and neighboring residential uses and is deemed necessary to address neighborhood impact requirements. The 7/5/05 map for this excavation project shall be revised to depict this required buffer area and said map shall be approved by the PZC officers with staff assistance prior to notice of this renewal being filed on the Land Records. The buffer shall extend southerly from the approved Phase I area to the Stadler-McCarthy property and shall extend southeasterly along the Gray and Dyjak properties to Mansfield Hollow Road Extension. The southeasterly extension shall have a minimum width of 50 feet (see Article X, Section H.5.e);
9. Topsoil:
 - A. A minimum of 4" of topsoil shall be spread, seeded and stabilized over areas where excavation has been completed;
 - B. No loam shall be removed from the property. All stockpiled loam presently on the site shall be used for restoration of the area where gravel is removed
10. In order to ensure that dust does not leave the site, erosion and sedimentation controls and site restoration provisions as detailed in the plans shall be strictly adhered to and the following measures shall be implemented:
 - A. No more than 1.5 acres shall be exposed at any one time;
 - B. The work shall be performed as described, from north to south and west to east, occurring in a "trough";
 - C. The swale along the haul road shall be kept dust-free and maintained to trap fine material and to keep the gravel surface of the road clean;
 - D. If the above measures do not control dust on the site as evidenced by complaints from nearby residents and verification by the Zoning Agent, dust monitors shall be installed immediately, with the advice of the applicant's engineer, and with their operation approved by the PZC;
 - E. The haul road shall be watered as necessary to prevent dust;
 - F. All loads shall be covered at the loading location.

- G. There shall be no stockpiles of any material other than topsoil located outside the excavation area. Any stockpiles will be only as part of the daily operation of the excavation and shall not exceed 10 cubic yards in size. All stockpiled material shall be graded off and stored within the lower portions of the site in order to minimize any windblown transport.
11. In order to ensure that there is no damage to the major aquifer underlying the subject property and nearby wells, the following shall be complied with:
- A. An annual ground water monitoring report (due 10/1) shall be submitted to the Zoning Agent;
 - B. Excavation shall not take place within 4 feet of the water table;
 - C. Materials stored onsite shall be limited to those directly connected with the subject excavation operation or an agricultural or accessory use authorized by the Zoning Regulations. Any burial of stumps obtained from the permit premises shall be in conformance with the DEP's regulations;
 - D. With the exception of manure, which shall be spread in accordance with the letter received at the 4/6/94 PZC meeting from Joyce Meader of the Cooperative Extension Service, no pesticides or fertilizers shall be applied unless a specific application plan is approved by the PZC. All operations to restore the subject site shall employ Best Management Practices as recommended by the Natural Resources Conservation Service and State Department of Environmental Protection for the application of manure, fertilizers or pesticides and the management of animal wastes;
 - E. No refueling, maintenance or storage of equipment shall be done onsite, in order to minimize the potential for damage from accidental spills;
12. At a minimum, the subject site shall be inspected monthly by the Zoning Agent. Said agent shall schedule quarterly site inspections and shall invite neighborhood representatives to accompany him;
13. Old Mansfield Hollow Rd. shall be the only route used for deliveries out of the neighborhood;
14. All zoning performance standards shall be strictly adhered to;
15. Approval of this permit does not imply approval of any future phase;
16. The existing cash bond plus accumulated interest shall remain in place until the activity has ceased and the area has been stabilized and restored to the satisfaction of the PZC. Prior to filing notice of this Special Permit renewal on the Land Records, an updated bond agreement approved by the PZC Chairman with staff assistance shall be executed.
17. Hauling operations and use of site excavation equipment shall be limited to the hours of 8 am to 5:30 p.m. Mon.-Fri., and 8 a.m. to 1 p.m. on Saturday, with no hours of operation on Sunday;
18. This special permit shall become valid only after it is obtained by the applicant from the Mansfield Planning Office and filed by him upon the Mansfield Land Records.

Further, it is noted that if there are any changes to the site or plan not authorized by this approval, the applicant shall request a modification before proceeding. Such a request for modification may be considered major and may entail a Public Hearing, depending on the nature of the request and its potential for impact on the health, welfare and safety of Mansfield's citizens and nearby residents. MOTION PASSED UNANIMOUSLY.

B. Banis Property, Pleasant Valley Road, File #1221

Chairman Favretti appointed alternates C. Kusmer and V. Stearns to act for absent members.

Noting that there was no further discussion, Holt MOVED, Kochenburger seconded, to approve with conditions the special permit renewal application (file 1164) of Steven D. Banis for the removal of approximately 9,000 cubic yards of excess material from Area #3 to be used for agricultural purposes on property located at Pleasant Valley Farm, Pleasant Valley Road, in an RAR-90 zone, as submitted to the Commission and shown on plans dated 6/1/05 revised through 7/7/06, accompanied by a 5/18/06 letter, and as presented at Public Hearings on 6/19/06 and 7/17/06. This approval is granted because the application as

hereby approved is considered to be in compliance with Article X, Section H, Article V, Section B, and other provisions of the Mansfield Zoning Regulations, and is granted subject to the following conditions:

1. The applicant shall implement the suggestions and recommendations for soil and erosion control contained in a 7/12/00 letter from David Askew, District Manager of the Tolland County Soil and Water Conservation District, Inc. This work includes the stabilization of areas adjacent to watercourses, the stabilization of the largest intermittent stream channel, the phasing of land-disturbing activity to minimize periods of soil exposure and the re-vegetation of disturbed areas.
2. No blasting or excavation work shall take place within fifty feet of a property line. Particular care shall be taken in meeting this requirement adjacent to the Wadsworth property.
3. All work shall be conducted between 7 a.m. and 7 p.m. Monday through Friday and between 9 a.m. and 7 p.m. Saturday.
4. All blasting work shall be subject to the permitting process administered by the office of the Fire Marshal. The applicant's blasting agent shall notify the Windham Airport prior to blasting activity pursuant to a schedule to be agreed upon by the blasting agent, Mansfield's Fire Marshal and the Windham Airport manager. In addition, the applicant shall place a temporary sign along Pleasant Valley Road at least twelve (12) hours prior to blasting activity. The sign shall note the anticipated period of blasting.
5. Based on the applicant's submissions, all material removed from site is to be trucked out of Mansfield. All trucks hauling material offsite shall use Pleasant Valley Road to Route 32 to Route 6, and all loads shall be covered during transit.
6. The site shall be maintained as follows:
 - A. There shall be no rock-processing equipment onsite;
 - B. There shall be no rock or stump burial onsite;
 - C. Onsite stockpiling shall be kept to a minimum to help prevent safety problems;
 - D. No topsoil shall be removed from the site.
7. The applicant shall submit bi-weekly erosion and sedimentation monitoring reports to the Zoning Agent until disturbed areas are re-vegetated;
8. Subject to compliance with all conditions, this permit shall be in effect until July 1, 2007;
9. This permit shall not become valid until the applicant obtains the permit form from the Planning Office and files it on the Land Records."

MOTION PASSED UNANIMOUSLY.

Adjournment

Noting there was no additional business, Favretti declared the meeting adjourned at 9:07 p.m.

Respectfully submitted,

Katherine K. Holt, Secretary

Town of Mansfield
Transportation Advisory Committee
Minutes of the Meeting
May 16, 2006

Present: Zimmer, Hall, Hultgren (staff)

The meeting began at 7:42 p.m.

Minute approval was postponed as only two members were present.

Hultgren reported that UConn agreed to support the fare-free bus system for '06-'07 but that future years were still to be determined. A stakeholders group needs to be set up to discuss the future of this program.

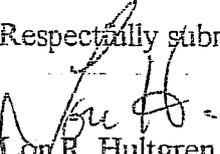
Hultgren updated members on current projects noting the Town will be receiving an additional enhancement grant of \$1.173M and has applied for a safe roads to school grant to finish the Birch Road bikeway.

Members reviewed and discussed the safe roads to school plan for the Goodwin School District. No objections were noted.

Hall asked about the Mansfield City Road/Crane Hill Road intersection. Hultgren said a project to make it more of a "T" intersection was designed, but would probably not be implemented until 2007.

The meeting was adjourned at approximately 8:20 p.m.

Respectfully submitted,


Lon R. Hultgren
Director of Public Works

cc: Town Manager, Town Clerk, Town Planner, Assist. Town Engineer, Project Engr., Recycling/Refuse Coordinator

PAGE
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Item #9

Agency Contact
Peter S. DeBiasi, Executive Director

Peter S. DeBiasi
Executive Director

NEWS RELEASE

FOR IMMEDIATE RELEASE:

FOR MORE INFORMATION, CONTACT:

Peter S. DeBiasi, Executive Director

Phone: (860) 450-7452

Email: peter.debiasi@accessagency.org

FUEL ASSISTANCE APPLICATIONS TO BE TAKEN EARLY

Willimantic: The ACCESS Community Action Agency, in cooperation with the CT Department of Social Services, will provide Windham and Tolland County residents the opportunity to apply early for Energy Assistance for the 2006-2007 winter. On August 15th, applications will begin to be processed. This is two months earlier than in previous years to accommodate anticipated increased demand.

“This early start will allow ACCESS to process what we expect will be more energy assistance applications than past years from people who’ll need help paying their winter heating bills,” said ACCESS Executive Director Peter DeBiasi. Last winter ACCESS processed applications from more than 5,000 households, an 11% increase from the previous winter.

To schedule an appointment to apply for energy assistance after August 7th, Danielson area residents should call 774-0418 and Windham area residents should call 450-7423, or toll free 800-260-0400.

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Join more than 500
 local government leaders
 from all over Connecticut
 to celebrate CCM's milestone
 of 40 years serving towns
 and cities. We have a full day
 of outstanding opportunities!

CCM's Annual Convention & Exposition
Tuesday, October 3, 2006 • 6 am - 5 pm
Crowne Plaza Hotel & Conference Center
in Cromwell,
Connecticut

Listen to a keynote
 session featuring gubernatorial
 candidates; attend 15 informative work-
 shops concerning municipal management,
 public policy, and professional development;
 meet with 100 exhibitors from leading companies
 that provide essential products and services to
 towns and cities; seize this chance for interactive
 discussions and networking opportunities with
 colleagues from across the state; and enjoy
 entertainment and a great chance to
 win fabulous raffle prizes.

Item #10

YES, I want to register for CCM's Convention and Exposition on Tuesday, October 3, 2006.

Please copy this form for additional attendees.

Name: _____ Nickname: _____

Phone: _____ Fax: _____

Position: _____ Department: _____

City/Town/Organization: _____

Address: _____

E-mail address: _____

Vegetarian Lunch: Yes No

Payment of \$ _____ is enclosed for _____ people.

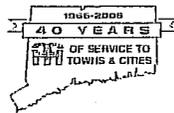
Please make checks payable to CCM.

Return to: CCM 2006 Convention & Exposition, 900 Chapel Street, 9th Floor, New Haven, Connecticut 06510-2807

**To celebrate
 our 40th year,
 registration is just
 \$40 per person.**

The convention is open only to
 CCM-Member Municipalities
 and Local Public Agencies.

Register by August 25 and
 you will be eligible to win
 the early-bird raffle prize —
 a Dell laptop!



*"CCM has been an
 advocate for Connecticut
 towns and cities
 for 40 years."*

P.117

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July 21, 2006, No. 06-03

PROPOSED AMENDMENT
to the
CONNECTICUT SOLID WASTE MANAGEMENT PLAN:
PUBLIC INFORMATION MEETINGS and PUBLIC HEARINGS

The Connecticut Department of Environmental Protection recently released its *Proposed Amendment to the State Solid Waste Management Plan, July 2006*. The proposed amendments are comprehensive, replacing the existing State Solid Waste Management Plan dated 1991. It can have significant impacts on the state-local solid waste system.

The proposed Plan, which was developed in conjunction with a diverse stakeholder group over the past year, (1) examines the state of solid waste management in Connecticut; (2) establishes goals and objectives, identifies problems and barriers, and outlines strategies for achieving the goals; (3) serves as the basis for solid waste management planning and decision-making for a twenty year planning horizon; and, (4) focuses, within the next five years, on implementing the higher priority strategies listed in the Plan.

- ➔ DEP is holding informational meetings in Hartford, Waterbury, and Groton in July, and formal public hearings in Hartford, Bridgeport and Norwich in August (*see schedule on back page*).
- ➔ **Written comments must be submitted no later than September 8, 2006** to: Tessa Gutowski, Department of Environmental Protection, Bureau of Waste Management, 79 Elm Street, Hartford, CT 06106-5127

The executive summary is attached. Additional information, including the complete text of the proposed amendments (it is over 400 pages) can be found on the DEP website at: <http://dep.state.ct.us/wst/solidw/swplan/index.htm>

For further information your may contact Tessa Gutowski of the DEP Bureau of Waste Management at (860) 424-3096.

##

If you should have any questions regarding this bulletin, please contact Kachina Walsh-Weaver of CCM via email kweaver@ccm-ct.org - or- (203) 498-3000.

**PROPOSED AMENDMENT TO
CONNECTICUT SOLID WASTE MANAGEMENT PLAN**

SCHEDULE

PUBLIC INFORMATION MEETINGS

(The CT DEP will present an overview of the proposed amendment to the Plan and will answer questions)

Tuesday, July 25, 2006

6:00pm-8:00pm

CT DEP, Phoenix Auditorium, 79 Elm Street, Hartford, CT

Wednesday, July 26, 2006

6:00-8:00pm

Waterbury City Hall, Veteran's Memorial, 235 Grand Street, Waterbury, CT

Tuesday, August 1, 2006

6:00-8:00pm

Groton Public Library, 52 Newtown Road, Groton, CT

PUBLIC HEARINGS

(Oral and written comments regarding the proposed amendment to the Plan will be received)

Tuesday, August 22, 2006

6:30pm-8:30pm

Bridgeport City Hall, Council Chambers, 45 Lyon Terrace, Bridgeport, CT

Wednesday, August 23, 2006

6:30pm-8:30pm

CT DEP, Phoenix Auditorium, 5th Floor, 79 Elm Street, Hartford, CT

Tuesday, August 29, 2006

6:30pm-8:30pm

Norwich City Hall, Council Chambers, 100 Broadway, Norwich, CT

STATE OF CONNECTICUT

**Proposed Amendment
to the
State Solid Waste Management Plan
July 2006**

Executive Summary

Gina McCarthy, Commissioner



State of Connecticut
Department of Environmental Protection
79 Elm Street
Hartford, Connecticut 06106-5127
www.ct.gov/dep

A complete copy of the Plan can be accessed at:
<http://www.dep.state.ct.us/wst/solidw/swplan/index.htm>

EXECUTIVE SUMMARY

Introduction

The Connecticut Department of Environmental Protection (“CT DEP”) is amending the State Solid Waste Management Plan in accordance with Section 22a-228 of the Connecticut General Statutes (“CGS”). It replaces the State Solid Waste Management Plan that was adopted in 1991. CGS Section 22a-229 requires that “after adoption of a state-wide solid waste management plan pursuant to section 22a-228, any action taken by a person, municipality or regional authority that is governed by this chapter shall be consistent with such plan.” Since the adoption of the 1991 Plan, solid waste management has changed dramatically from mainly a state and local issue, to one that is now increasingly a regional, national, and global issue.

This new Plan will serve as the basis for Connecticut’s solid waste management planning and decision making for the period 2005 through 2024. The Plan addresses a wide range of solid wastes, focusing primarily on municipal solid waste (or MSW, what is commonly considered household and commercial trash) and debris resulting from construction, demolition (C&D waste). Though some other special wastes are addressed, hazardous wastes are not covered. The Plan examines the existing state of solid waste management in Connecticut, identifies the problems that exist and the barriers to solving those problems, sets out a vision and goals to be achieved in Connecticut and proposes strategies to achieve the vision. Within the immediate five year period, Connecticut will focus on implementing the higher priority strategies listed in the Plan.

In developing this Plan, the Department worked extensively with the public and the specially created CT DEP Solid Waste Management Plan External Stakeholders Committee. The Committee members represented government, the public, non-governmental organizations, and businesses that had interest in solid waste management issues in the State. Implementing the Plan will involve all the citizens of Connecticut to address the solid waste issues facing the State and will require not only changes in personal and business practices, but also legislative changes and increases in funding at the State, regional, and local levels to support new and expanded solid waste management programs.

Vision Statement and Goals for Managing Connecticut’s Solid Waste

Connecticut’s long-range vision for solid waste management is to:

- Significantly transform our system into one based on resource management through collective responsibility for the production, use, and end-of-life management of products and materials in the State;
- Shift away from the “throwaway society,” toward a system that promotes a reduction in the generation and toxicity of trash, and where wastes are treated as valuable raw materials and energy resources, rather than as useless garbage or trash; and
- Manage wastes through a more holistic and comprehensive approach than today’s system, resulting in the conservation of natural resources and the creation of less waste and less pollution, while supplying valuable raw materials to boost manufacturing economies.

The goals of the State Solid Waste Management Plan are:

- Goal 1: Significantly reduce the amount of Connecticut generated solid waste requiring disposal through increased source reduction, reuse, recycling and composting.
- Goal 2: Manage the solid waste that requires disposal in an efficient, equitable and environmentally protective manner, consistent with the statutory solid waste hierarchy.
- Goal 3: Adopt stable, long-term funding mechanisms that provide sufficient revenue for state, regional and local programs while providing incentives for increased waste reduction and diversion.

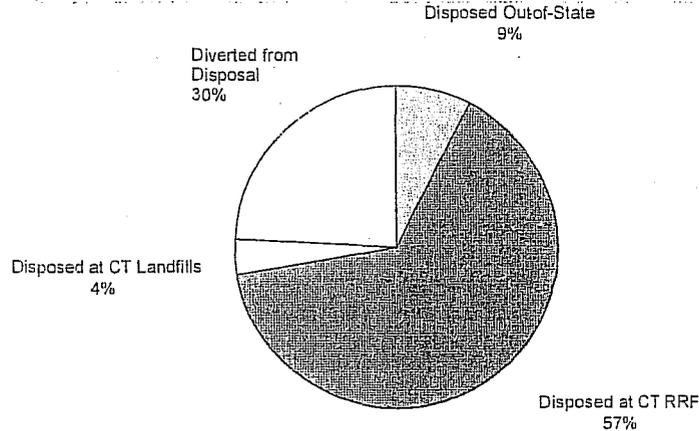
Current Status Of Solid Waste Management

Connecticut has formally adopted an integrated waste management hierarchy as a guiding framework for solid waste management efforts. Connecticut’s system adheres to this hierarchy by emphasizing source reduction, recycling, composting, and energy recovery from solid waste, while relying on landfill disposal as a last resort.

MSW

As shown in Figure 1, in FY2005 approximately 30 percent of the municipal solid waste (MSW) generated was recycled; 57 percent was burned at six regional Resource Recovery Facilities (RRFs); nine percent was disposed out of state; and four percent was disposed at in-state landfills. Connecticut is more reliant on waste to energy facilities than any other state in the country. This reliance on RRFs results in a significant reduction in the volume of waste ultimately needing disposal, plus significant amounts of ash residue requiring disposal in lined landfills.

Figure 1. Management of Connecticut MSW, FY 2005.
 Estimated Total of MSW Generated for FY2005 is 3,805,000 tons.
 (Estimates by R.W. Beck based on FY2003 Data Compiled by the CT DEP.)



Over the past decade, Connecticut has become more reliant on out-of-state disposal options for MSW. Since 1994, out-of-state disposal of Connecticut MSW has increased from approximately 27,000 tons to 327,000 tons in 2004. This raises issues regarding inconsistency with the statutory hierarchy, and increased risk due to cost fluctuations and availability.

Through recycling efforts in Connecticut, MSW recycling rates have increased from only a few percent before recycling became mandatory in 1991 to almost 30 percent of the waste generated in FY2005. Composting of yard wastes (leaves and brush) and grasscycling have been successful in Connecticut at both diverting waste from disposal and yielding useful end products. However composting of other materials has been less successful and consequently, composting in general remains significantly under-utilized in Connecticut. Although recycling and composting have been successful in Connecticut, recycling efforts have stagnated over the last several years, while at the same time the population and per capita waste generation rates have increased. As a result, Connecticut faces an increasing need for disposal capacity at a time when available land is in shorter supply, construction and operating costs are higher, and the public is less willing to accept additional waste disposal facilities.

RRF Ash Residue

The six MSW RRFs in the State generate an average of approximately 551,000 tons per year of ash residue. Two landfills in the State are permitted to accept and dispose of ash residue. The Connecticut Resources Recovery Authority (CRRA) ash landfill in Hartford is estimated to reach capacity and close in October 2008. The Wheelabrator ash landfill in Putnam is estimated to reach capacity and close by mid FY2019 (based on a number of assumptions that are detailed in the Plan including the following: that the Wallingford RRF closes in 2009; that no new RRF capacity is built in Connecticut; that the other Connecticut RRFs continue to operate; and that the Bristol RRF starts

sending its ash residue to the Putnam ash landfill after June 2008, when its current contract with a NYS landfill expires).

Construction and Demolition Waste (C&D)/Oversized MSW (Oversized MSW includes bulky items such as carpets, furniture, mattresses)

Currently, most of the Connecticut C&D /Oversized MSW is disposed, with only about 7 percent of Connecticut C&D waste reported recycled. C&D waste recycling occurs at a much higher level in many other states as compared to Connecticut. Connecticut's low recycling rate, coupled with a severe lack of disposal capacity in Connecticut for C&D related waste, results in most of Connecticut's C&D waste being disposed at out-of-state landfills. In FY2004, in-state C&D volume reduction facilities ("VRFs") and transfer stations ("TSs") reported sending approximately 909,000 tons of Connecticut generated C&D waste to out-of-state landfills for disposal. All but one of the 24 remaining active bulky waste landfills are municipally owned and most serve only their communities, with many expected to close soon.

Special Waste—Electronics

A special waste category of increasing concern is electronic waste. Our reliance on computers and other electronic devices, and the continuing advances in technology, have created a huge increase in the volume of these materials being disposed. Efforts have been undertaken to develop a consistent national approach to dealing with this issue, but no consensus has been reached. As a result, recycling of electronic waste in this State has been limited to those few manufacturers willing to take back old products, and those few municipalities and authorities willing to conduct costly collection programs.

In addition to electronic wastes, the Plan discusses other types of special waste. These include land clearing debris, household hazardous wastes, animal mortalities, road wastes, contaminated soils, dredge materials, sewage sludge, disaster debris, waste treated wood, and waste sharps and pharmaceuticals.

Projections for MSW, C&D and RRF Ash Residue

In updating Connecticut's Solid Waste Management Plan, four broad scenarios were considered:

1. Maintain the current 30 percent diversion rate for MSW and 7 percent diversion rate for C&D waste/Oversized MSW.
2. Increase the current MSW diversion rate from 30 percent to 40 percent and maximize the C&D waste/Oversized MSW diversion from disposal. Since data regarding the generation of C&D waste/oversized MSW is incomplete, it is difficult to set a specific goal for reducing the amount of such waste requiring

disposal but efforts will be made to maximize the diversion of this waste from disposal.

3. Increase the current MSW diversion rate from 30 percent to 49 percent in 2024 and maximize the C&D waste/Oversized MSW diversion from disposal.
4. Achieve a 61 percent MSW diversion rate by 2024 and eliminate the projected in-state disposal capacity shortfall by FY2024. The Department recognizes that this goal would be very difficult to achieve, within the twenty-year planning period of this Plan.

Scenarios one, two, and three would result in an MSW and C&D waste/Oversized MSW disposal capacity shortfall, without the development of any new in-state disposal capacity. That is, Connecticut would not have enough disposal capacity in state to manage the MSW or the C&D waste/Oversized MSW generated in the State.

Unless Connecticut can successfully divert more waste from disposal, the in-state disposal capacity shortfall for both MSW and C&D waste/Oversized MSW will grow as depicted in figures 2 and 3. Figure 2 shows the projections of in-state MSW capacity shortfall under various waste diversion assumptions (diversion maintains 30 percent; diversion reaches 40 percent and 49 percent) for the period FY2005 through FY2024. Figure 3 shows the projections of in-state C&D waste/Oversized MSW disposal capacity shortfall under various waste diversion assumptions (diversion remains at 7 percent; diversion reaches 40 percent and 49 percent) for the period FY2005 through FY2024.

Based on a number of assumptions detailed in the Plan (including that the Wallingford RRF closes in 2009; that no new RRF capacity is built in Connecticut; that the other Connecticut RRFs continue to operate; and that the Bristol RRF starts sending its ash residue to the Putnam ash landfill after June 2008), it is projected that in-state disposal capacity for MSW RRF ash residue will be sufficient to meet the needs of all the State's RRF ash residue generated through mid-FY2019. Figure 4 shows the projections of in-state MSW RRF ash residue disposal capacity shortfall for the period FY2005 through FY2024.

Figure 2
Projections of In-State MSW Disposal Capacity Shortfall Under Various Waste Diversion Assumptions for the Period FY2005 through FY2024.

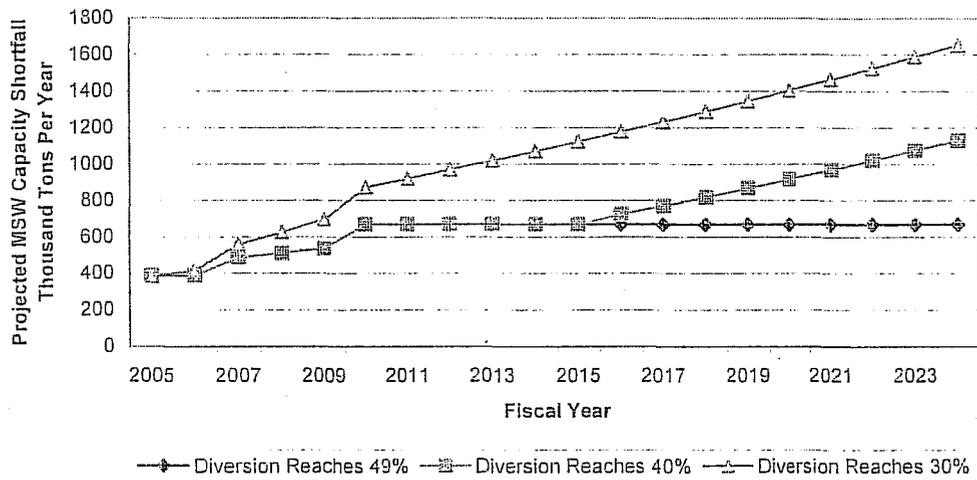


Figure 3.
Projections of In-State C&D Waste/Oversized MSW Disposal Capacity Shortfall Under Various Waste Diversion Assumptions for the Period FY2005 through FY2024.

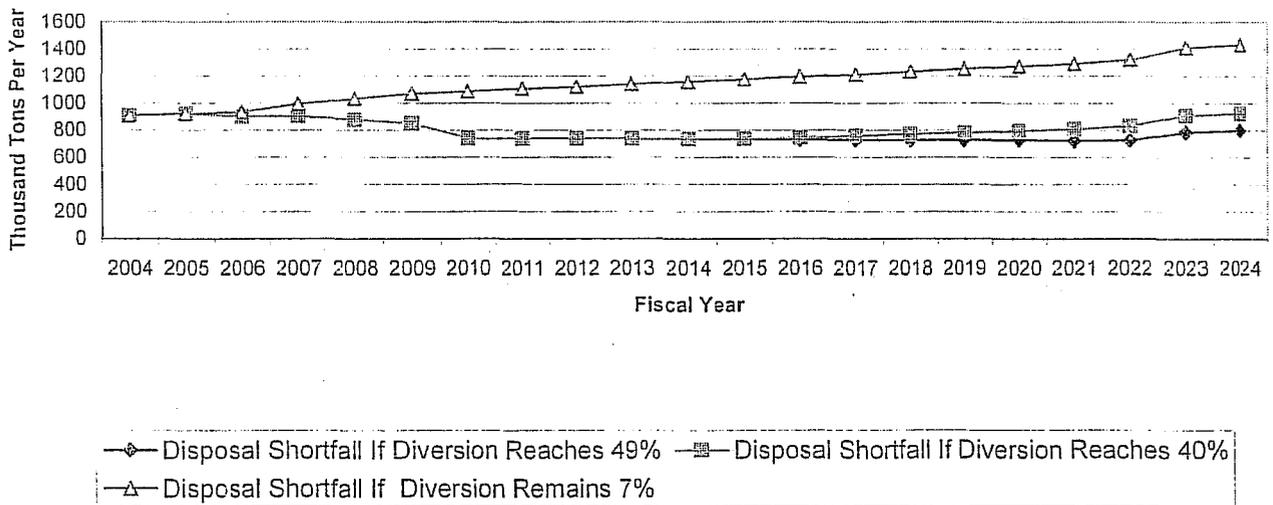
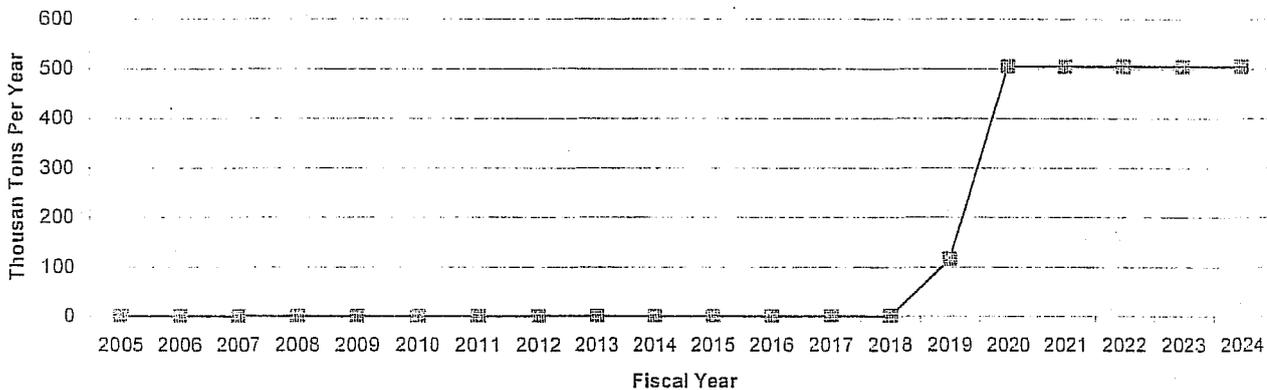


Figure 4
Projections of In-State MSW RRF Ash Residue Disposal
Capacity Shortfall for the Period FY2005 through FY2024.



Key Factors Affecting Solid Waste Management in Connecticut

The context for solid waste management in Connecticut has changed substantially since the last statewide solid waste management plan was adopted in 1991. Among the key issues that will shape solid waste management in coming years are:

- Connecticut is projected to have an increasing shortfall of MSW in-state disposal capacity.
- There is increasing out-of-state capacity for solid waste disposal at competitive prices.
- Solid waste is a commodity subject to inter-state commerce laws.
- Bonds that financed the construction of the RRFs will be paid off, and municipal contracts to supply MSW to Connecticut's RRF facilities will expire over the next ten years.
- Recycling and solid waste management services are increasingly privately run and market-driven.
- Connecticut's waste diversion infrastructure is stagnant and State and municipal funding is inadequate to support and achieve increased source reduction, reuse, recycling, and composting.
- Nationally, recycling of non-traditional material streams has grown significantly.
- National and global recycling markets have grown substantially.

- Other states and communities have demonstrated an ability to achieve higher waste diversion rates than Connecticut[0].
- There is growing interest in product stewardship and producer responsibility policies.

Major Recommendations

Source Reduction, Recycling, Composting

The recommendations regarding source reduction, recycling and composting represent the centerpiece of this Plan. After rapid growth in the early to mid 1990s, Connecticut's recycling efforts have become stagnant and are in need of reinvigoration. The strategies presented in this plan, at a minimum, look to maintain the current amount of MSW disposed annually by reducing our per capita disposal rate from 0.76 tons/ person/year in FY2005 to 0.73 tons/person/year in FY2024 by achieving at least a 49 percent MSW disposal diversion rate by FY2024. Aggressive efforts must be undertaken if the goals of the Plan are to be reached. While much of the burden of accomplishing this will fall on the Department, a greater amount will necessarily be borne by municipalities and businesses (that generated C&D waste). Significant increases in funding will be needed to support these efforts.

The State must also take advantage of increasing demand for recycled waste materials, especially in overseas markets, to facilitate the development of a more robust recycling business infrastructure in Connecticut. This applies to almost all materials including paper, metals, electronics and compostable organics. Significant results can be achieved through increased efforts to compost institutional food wastes, as is being done in other states. Increased education on the systems and methods that are available will also be needed to meet the State's goals. In order to reduce the amount and toxicity of waste being generated in the first place, Connecticut must focus more effort on packaging. The State will continue to work with the Toxics in Packaging Clearinghouse to enforce existing laws and encourage producers to reduce the amount and toxicity of packaging being used.

Disposal Capacity

There is not enough disposal capacity in Connecticut to handle all waste generated in the State. This is true for the major components of the solid waste stream: MSW and C&D waste. Past plans have been premised on the policy that the State should be "self-sufficient" in waste disposal capacity, meaning that there should be enough capacity in Connecticut to handle all waste generated in the state. The establishment over the last few years of significant volumes of out of state landfill capacity at competitive prices has changed the picture dramatically. This Plan recognizes that the State should strive to be self-sufficient and that such an approach represents good public policy. The Plan emphasizes that significant reduction must be achieved in the amount of waste disposed as the primary means of achieving self-sufficiency. It is the intent of this Plan to stimulate discussion and further debate on this issue.

Public or Private Ownership and Control

Another key issue is whether or not the RRF capacity in Connecticut and the RRF ash residue landfill capacity in Connecticut, will be owned and controlled by public or private entities. Bonds that financed the construction of the RRFs will be paid off over the next few years and contracts for disposal at the RRFs will expire over that same time. Further, the Hartford landfill, where CRRA sends the ash generated at the Hartford RRF, will be closing in a few years, leaving one privately owned ash residue landfill in Connecticut. These events will open the door to a major shift in control of the majority of the disposal capacity in the State from public to private entities. Private owners will be free to enter into contracts with out of state generators for some of the existing capacity that today is used by Connecticut's municipalities. While this Plan does not advocate for or against private ownership, it does urge the State's decision-makers to take note of the issue, fully debate it, and make the prudent decisions necessary to ensure that the interests of Connecticut's citizens and businesses are protected.

Planning, Evaluation and Measurement

This Plan replaces the last Plan adopted by the Department fifteen years ago in 1991. That is clearly too much time between plan revisions, and one of the recommendations of this Plan is that the Department regularly identify the critical solid waste issues facing the State and make appropriate revisions to this Plan. In order to ensure that these efforts are comprehensive and reflect diverse views, the Department will form a standing Solid Waste Advisory Committee, consisting of many of the interests that the Department worked with to develop this Plan. Finally, rather than expecting 169 towns to prepare their own plans as envisioned by existing law, the Department should ensure that its planning efforts thoroughly evaluate and reflect municipal accomplishments, needs and trends. Data is critical to perform these evaluations and this will require changes to existing municipal reporting requirements so they are less burdensome and more meaningful.

Permitting and Enforcement

In the public process prior to drafting this Plan, many urged the Department to streamline its permitting processes, especially for those activities that support the goals of this Plan such as increased recycling and composting. The Department agrees with these suggestions, and this Plan makes several recommendations for improving the permitting process. Some of the most significant recommendations are as follows:

- Make review of applications for recycling, composting and other beneficial facilities a high priority for the permit program;
- Develop fact sheets, model permits and other helpful materials for prospective permit applicants;
- Form a review team whose primary responsibility will be to review applications for beneficial activities;

- Establish streamlined methods of regulating waste haulers in order to incorporate reporting and other substantive requirements, along with a simple means of assessing the solid waste fee; and
- Evaluate the option of reducing permitting requirements for the beneficial reuse of certain waste materials.

It is recognized that the Department must make enforcement a high priority, and the Plan includes recommendations for accomplishing this task. In addition, recognizing that most of the potential for improvement in recycling rates exists in the municipalities, recommendations are made to increase the level of enforcement at the local level, using existing authorities. The Department will work with municipalities to identify barriers to accomplishing this, and will partner with municipalities to take appropriate enforcement actions.

Funding

This Plan charts an aggressive course for meeting the challenges of managing Connecticut's solid waste over the 20 year planning period. Action is recommended through the implementation of more than seventy strategies over the next several years to deal with these difficult issues. As with many other important programs, addressing these needs will require significant support in the form of funding at the local, state and regional level.

One of the most difficult, but clear, challenges that face decision makers and the citizens of Connecticut is to find the resources for these programs when other critical needs are competing for the same limited public dollars. Some funding sources have already been considered in the past such as capturing the unclaimed bottle and can deposits (escheats). As the public, legislators and other officials make decisions on which strategies will be implemented appropriate sources of funding must be identified. The following are the specific potential funding sources identified in this Plan:

- Capture some or all of the escheats;
- Expand the Solid Waste Assessment to all disposed solid waste, including all MSW, C&D debris, and oversized MSW, whether disposed in-state or out-of-state;
- Increase the Solid Waste Assessment beyond the present \$1.50 per ton;
- Direct enforcement penalties to a special account for distribution to municipalities and regional authorities aimed at recycling; and
- Bond funds for infrastructure to support demonstration projects and/or development of publicly controlled recycling facilities.

Without adequate funding many of the critical needs identified in this Plan will not be met. It is up to all citizens of Connecticut to fully debate these issues and make the decisions necessary to properly manage the solid waste that we generate.

Statutory Changes Needed

Many of the changes needed to meet the goals of this Plan cannot be implemented without action by the legislature to change Connecticut's solid waste statutes, and possibly other areas of the law such as those affecting taxes and revenue. The following are some of the more significant recommendations identified in this Plan that will require statutory change:

1. Establishment of a recycling program for electronics;
2. Increased funding sources such as expansion of the Solid Waste Assessment, capturing the unclaimed bottle and can deposits (escheats), use of penalty money for solid waste programs, etc., along with authority to pass adequate funding along to municipalities and regional entities;
3. Prohibition on disposal of unprocessed construction and demolition waste;
4. Addition of plastics #1 and #2, and magazines, to the list of mandated recyclables;
5. Tax incentives to encourage business to create or expand activities that will move the State forward in meeting its waste diversion goals;
6. Permit program changes;
7. Expansion of the bottle bill to include plastic water bottles, and an increase in the deposit to ten cents;
8. Requirement of liners for all new C&D/Oversized MSW/Bulky waste landfills; and
9. Comprehensive alignment and updating of solid waste management laws.

Critical Issues for Decision Makers

The issues raised in this Plan present significant challenges to Connecticut's citizens, businesses and government leaders. Many critical decisions must be made over the next several years in order to successfully meet those challenges. The most critical issues or decisions, and those who will need to help address them, are outlined below:

State Legislators

- Adopt a more aggressive state goal for recycling and source reduction;
- Find ways to help fund the actions outlined in this plan, and support those needing additional resources including state agencies, regional authorities, and municipalities;
- Evaluate the role of CRRA given the changing conditions in the State with regards to the RRFs and the changing and complex nature of managing the solid waste stream;
- Expand authority allowing state agencies, regional authorities and municipalities to more effectively manage and regulate solid wastes;

- Help define what role government entities should play in directly managing the solid waste management infrastructure;
- Establish prohibitions on certain practices that contribute to increased risk to human health and the environment;
- Expand recycling mandates; and
- Establish incentives to encourage expansion and creation of new recycling and composting infrastructure.

Local Officials

- Continue to play an active role in the proper and efficient management of solid waste in their communities;
- Expand recycling programs and efforts;
- Increase enforcement of local recycling ordinances;
- Enact ordinances to reflect new State programs; and
- Change purchasing practices to create less waste and purchase environmentally preferable products.

Department of Environmental Protection

- Serve as a model for other governmental entities, businesses and citizens to enhance source reduction, composting, recycling and buying environmentally preferable products;
- Maximize resources to support and maintain education, assistance, recycling, permitting, and enforcement;
- Establish a standing Solid Waste Advisory Committee; and
- Establish permitting of beneficial activities as a high priority for the agency.

Other State Agencies

- Provide support to research, develop, and market recycling processes and products;
- Adopt purchasing practices that create less waste and buy environmentally preferable products; and
- Increase recycling efforts in agency operations.

Businesses

- Provide cost effective and efficient solid waste management opportunities;
- Increase efforts to recycle;
- Establish new businesses to expand recycling and composting infrastructure;

- Change purchasing practices to create less waste and buy environmentally preferable products; and
- Adopt a product stewardship ethic.

Citizens

- Change practices to create less waste;
- Purchase environmentally preferable products;
- Increase recycling efforts; and
- Compost food waste and other organics.

Summary

The efforts made over the next five to ten years will largely determine the success or failure of the State in meeting the challenges set out in this Plan. Connecticut's existing approach to solid waste management has served its citizens well. However, the solid waste field has continued to evolve to the point where new approaches and greater effort will be needed to meet the challenges. Future discussions and actions will determine the State's reliance on Resource Recovery Facilities, the potential need for new disposal facilities, the role of landfills, and how much Connecticut will pay for these programs. Most importantly, they will determine whether or not Connecticut's citizens and businesses will make a greater commitment to source reduction, recycling and composting. This Plan is only a starting point; the on-going, hard work of a diverse set of stakeholders will be needed for Connecticut to achieve its Solid Waste Management vision.

Landscape architecture students design park for Landfill Remediation and Wetland Mitigation Project

By Kim Colavito Murkesich

Associate Professor of Landscape Architecture Kristin Schwab and the students in her class "Planting Studies in Landscape Architecture" (PLSC 268) took the opportunity offered by the UConn Landfill Remediation and Wetland Mitigation Project to help develop a sustainable solution to the site's current environmental problems.

The Landfill Remediation and Wetland Mitigation Project is a plan to close the UConn landfill and former chemical pits and remove leachate-contaminated sediments from adjacent wetlands, then create both parking facilities and ecosystem preservation areas for the research, educational, and recreational use of the University and the community. Excavation is scheduled to begin by early summer at the former dump located northwest of the main campus. The project will start with the sediment removal and construction of leachate collection trenches and storm water collection ponds. An impervious cap will cover the former landfill, and a 700-space parking lot will be constructed over the cap. Finally, wetland creation and restoration will begin.

As part of the project, UConn is required to set aside 60 acres of adjacent land under a permanent conservation easement.

The Land Use and Sustainable Development (LUSD) subcommittee of UConn's EPAC (Environmental Policy Advisory Council) has been working with the Connecticut Department of Environmental Protection on the conservation plans. "We hope to do more with the parcel than is required to complete the landfill closure," says Rich Miller, director of UConn's Office of Environmental Policy. "The subcom-

mittee members envision the undeveloped and mostly wooded preservation area as a park-like resource for students, faculty, and the general public. The students in Kristin's class have helped us realize that vision."

One large wetland area within the preservation area includes several great blue heron nests. Consequently, student designs include the construction of an observation deck to be situated on the edge of the heron rookery.

Schwab, who is a member of LUSD, was asked to bring her students into the project. Students teamed up to design plans that were submitted to LUSD, the membership of which includes University staff and contractors working on the landfill remediation project. "I wanted the students to learn how to work within the framework already determined for remediation," says Schwab.

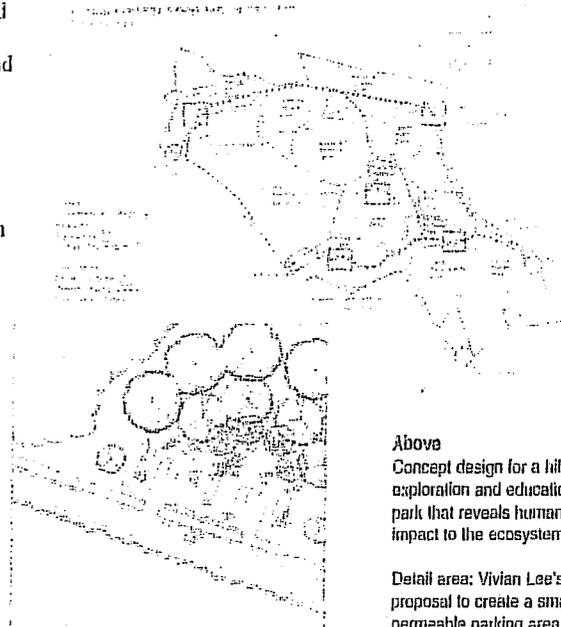
The entire class of 22 students was involved in park designs. Three students, Serena Epstein, Jacalyn Chnowski, and Andrea Vassallo, continue to work on the park as part of an independent study.

"It is a nice applied opportunity to do a pretty complex and relevant project," Schwab says. "The students will learn about the whole process and how landscape architecture could impact the project. The committee has been welcoming our involvement. It shows that the students and faculty have something to offer the University."

The students followed specific design goals:

- Follow campus sustainability guidelines.
- Support the campus master plan objectives.
- Encourage trail connectivity between UConn and Mansfield open spaces, walking trails, and bike routes.

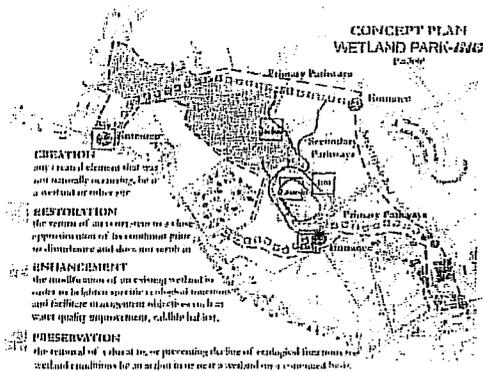
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Above
Concept design for a hillside exploration and education park that reveals human impact to the ecosystem.

Detail area: Vivian Lee's proposal to create a small, permeable parking area, bio-swale drainage feature and park entry from Hunting Lodge Flood into site to increase public accessibility.

Left
Concept plan of a wetland park showcasing different types of wetlands in form and function through design and plant selection.



Landscape architecture students design park for Landfill Remediation and Wetland Mitigation Project

(continued from page 12)

- Learn from case studies with similar settings and problems.
- Respond to site opportunities and constraints.
- Create more useful open space for conservation, education, recreation, and scenic value.

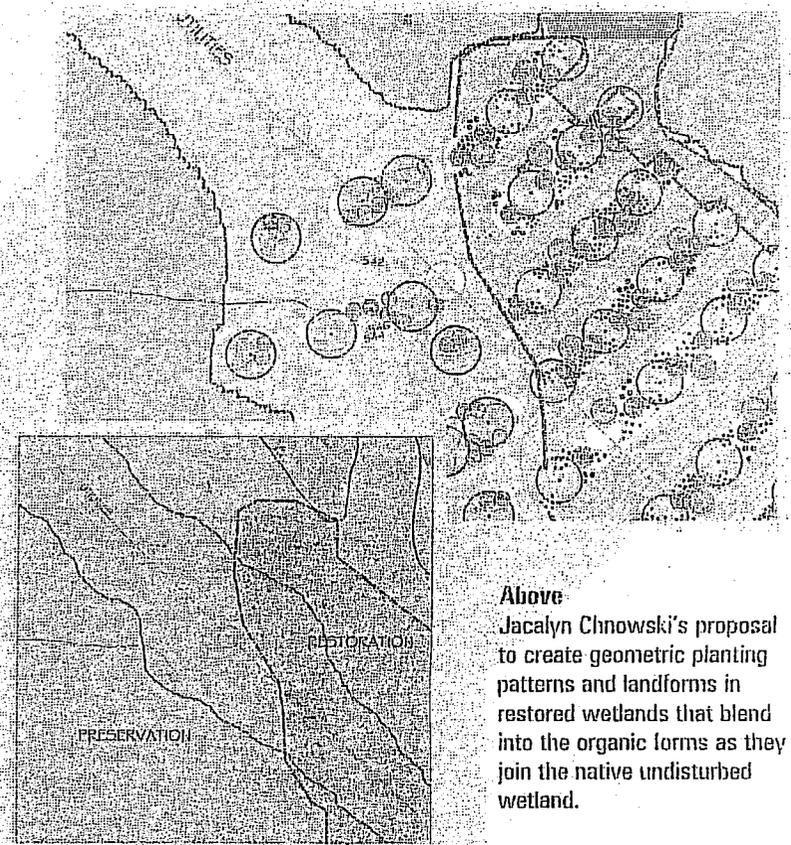
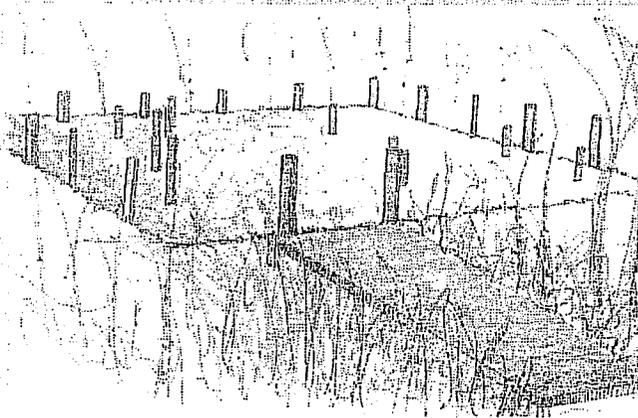
Some of the student plans include developing a planting pattern and boundary markers to reveal the remediation areas; placing environmentally inspired art at key points of interest; creating more defined points of entry for the park; adding interpretive signage; creating a wildlife observation area; installing raised planters and a panoramic lookout point in the parking lot; designing an area for invasive plant research; and creating an access point on Hunting Lodge Road that includes bike racks and trail information.

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“We wanted to create a sustainable, useable, open space park for research and education,” says Serena Epstein, a horticulture and landscape architecture major.

“In the landscape architecture program, we try to provide a balance of theoretical and real-world projects to accomplish the goals of our curriculum,” Schwab says. “We

work throughout the state doing community design assistance, both in the teaching studio and through faculty research. By the time our students are seniors they have developed a lot of valuable skills, creativity, and innovative thinking. It’s been great to do a project here on our own campus and perhaps see some of these ideas implemented — to the benefit of both the students and the University.”



Above
Jacalyn Chnowski's proposal to create geometric planting patterns and landforms in restored wetlands that blend into the organic forms as they join the native undisturbed wetland.

Left
Barbara Yaeger's proposal to reduce a small part of the parking use and create an amphitheater on the slope of the landfill overlooking the large wetland and heron rookery, with ramped pathways leading down into the wetland.

David Miller, professor in the Department of Natural Resources Management and Engineering, conducts research on the meteorological processes of agricultural and forest lands. He leads the Connecticut River Airshed-Watershed Consortium, a multi-university project to study the exchange of contaminants between air, water, land, and vegetation. Here he writes about the cycling of mercury in the environment.

Mercury in the environment and the sustainability of forested watersheds

By David R. Miller
Professor
Natural Resources Management
and Engineering

When I hear the word "sustainability," I envision a natural resource system that continuously renews its productivity and potential to maintain and nourish the biological populations, including humans, that depend on it. But this is an imprecise idea, not a definition. We are

(continued on page 3)

not very good at measuring this loosely defined idea and therefore we can't determine the point where a system might lose its "sustainability." The difficulty of writing environmental laws and enforceable rules starts with this definition problem. But, we are reasonably good at defining and measuring a number of processes that we believe endanger the "sustainability" of a natural resource system.

Our forested watersheds, which occupy 70 percent of the land surface in southern New England, are vigorous natural resource systems that subsidize us in uncounted ways. But a number of changes are taking place as human populations increase and spread out over the landscape, changing our living and transportation technology base. One of these changes is a high load of pollution from heavy metals, such as mercury, and other toxic materials. Mercury contamination in fresh and salt water bodies has become an important issue since the powerful neurotoxin methylmercury has been found in fish in locations far from anthropogenic (originating from human activity) sources.

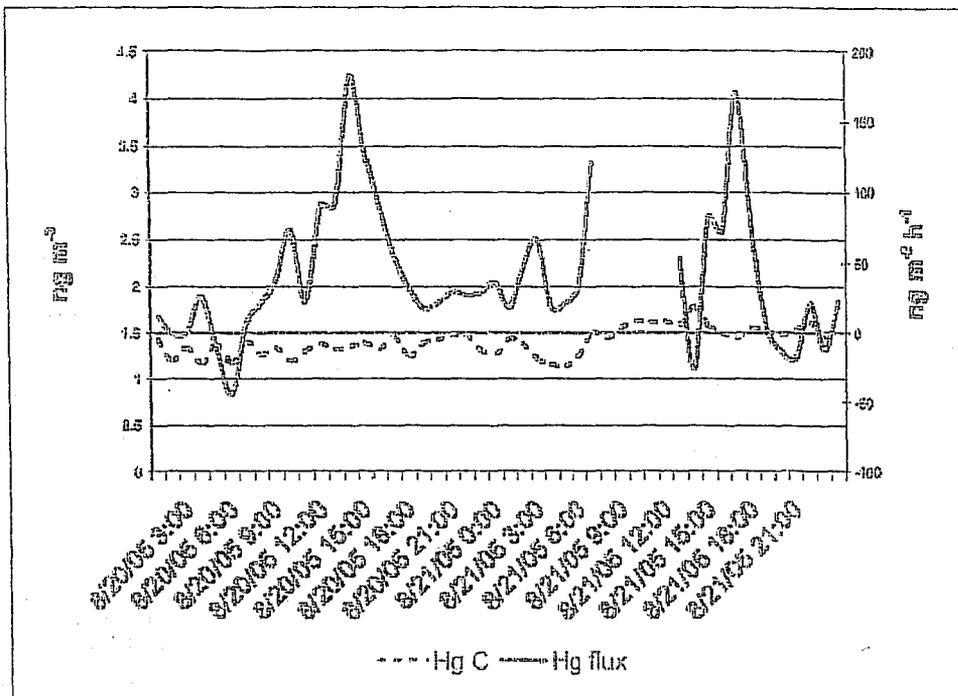
The Atmospheric Resources Program in the College's Department of Natural Resources Management and Engineering (NRME) has led a multi-university consortium (www.CRAWC.org) in research on the cycling of contaminants between air, water, land, and vegetation. Bi-directional exchanges of mercury between the land surface and air are being defined and modeled. Most pollutants such as heavy metals, volatile organic compounds (VOCs), nitrogen, and pesticides track through the atmosphere for a portion of their cycle through the biosphere. Most anthropogenic mercury is originally emitted to the atmosphere through smoke stacks and is then cycled repeatedly between the atmosphere and land and water surfaces by various deposition and re-emission processes. Thus both atmospheric and watershed processes are

intrinsic to mercury accumulation in the basin environment. The key to understanding and mitigating the current trends to higher mercury concentrations in the Connecticut River basin is understanding and intervening in these processes. With this in mind, a series of specific studies defining the air-surface exchange processes that move toxic contaminants across air-water interfaces, air-vegetation interfaces, and air-soil interfaces are being conducted. Numerical models of these processes will be used to extrapolate these results across the entire Northeast.

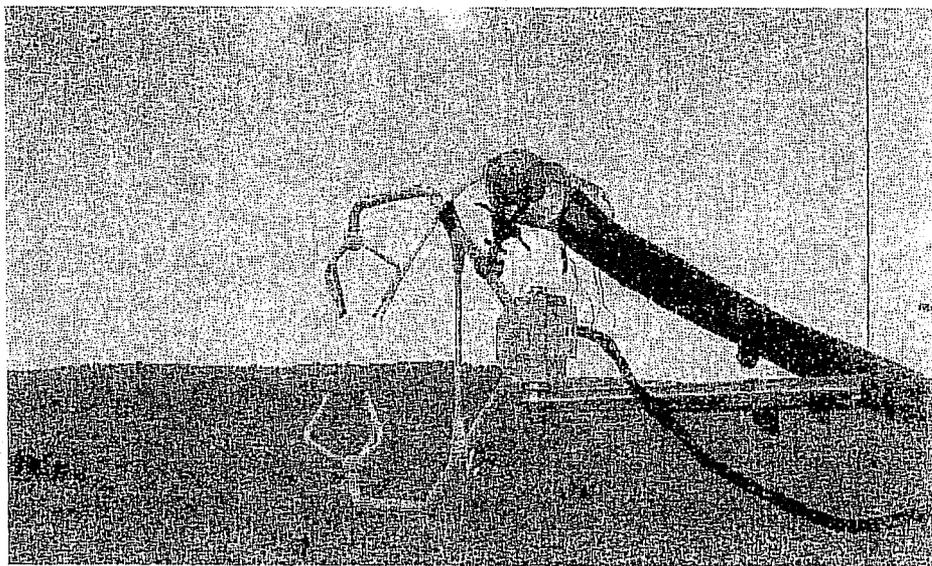
A unique, very sensitive mercury vapor measurement system, called a relaxed eddy accumulation (REA) system, has been built and used by NRME graduate student Jesse Bash to measure mercury vapor exchanges for two years. It is mounted on a tower, pictured to the right, above the forest on the College-owned farm in Coventry. The graph below presents a sample of the mercury vapor concentrations in the air and the mercury vaporizing from the forest during a two-day period. Simultaneously, a sampling program has shown the amounts of mercury stored in the soil, water, and vegetation.

The results of the study to date have shown that:

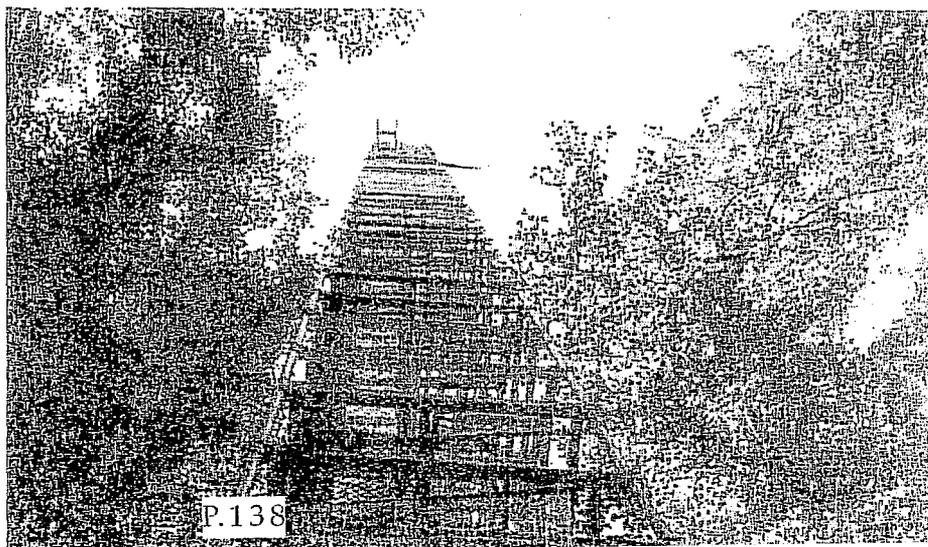
- Most mercury enters the watershed system in the rainfall.
- Annually, discharge of mercury gas to the atmosphere is about the same as gaseous deposition to the surface.
- About one-third of the mercury that falls on the Connecticut River Basin in the rainfall is carried out of the watershed in the Connecticut River to Long Island Sound.
- Mercury is building up in the topsoil of watershed.
- Only minor amounts of mercury are present in the groundwater.
- Large amounts of mercury accumulate in the leaves of the forest trees.



An example of the mercury flux (right-hand axis) and concentrations of mercury in the air (left-hand axis) collected on August 20-21, 2005.



Relaxed eddy accumulation (REA) system measures mercury vapor exchanges.



Of greatest concern to the "sustainability" of the system is the fact that mercury appears to be building up in the soil.

Many efforts to increase "sustainability" and help local agriculture are centered around composting. The large amounts of mercury found in the leaves that fall to the ground every year have led us to start a new research project this year on the cycling of mercury in leaf composting operations in urban areas. Kathleen Knight, a graduate student in NRME, will be conducting the research over the next two years. The mercury-laden leaves fall in the autumn and, in urban and suburban areas, large amounts of them are collected and turned to compost, either by individuals or by communities. Our intention is to determine where the mercury in these leaves goes. Several possible dispositions come to mind. The compost could continue to store the mercury; the mercury could be volatilized to the air; or it could be washed into the soil.

The primary site of the research will be leaf piles on the University of Connecticut Plant Science Research Farm. Leaves collected from the campus by landscaping operations will be used. However, we may sample several other local municipal leaf collection

operations for comparison and to determine if our primary sites conclusions can be transferred.

Measurements will take place over a year to include all four seasons. Mercury storage changes in the compost pile will be determined by sampling during each season to determine mercury concentrations through careful analysis at the UConn Center for Environmental Science and Engineering laboratories. Mercury fluxes to the soil will be determined by sampling the soil directly at several depths and capturing

water infiltrating through the pile into the soil and measuring its mercury content. Emissions to the air and adsorption from the air are more difficult because the turbulent nature of the air movement makes simple sampling of the air very misleading. In this project the vapor exchanges with the air will be measured using the REA system mentioned above.

In the end, we hope to be able to develop best management practices for the leaf composting operation, using composting as a technique to remove mercury from the system and continuing the use of composting as a sustainability tool for agriculture and urban forest management in the Northeast.

Our forested watersheds, which occupy 70 percent of the land surface in southern New England, are vigorous natural resource systems that subsidize us in uncounted ways.

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Item #14

200 Corporate Place, 3rd Floor
Rocky Hill, Connecticut 06067
[tel] 860 563-5851
[fax] 860 563-4877
www.ctcleanenergy.com

July 28, 2006

The Honorable Elizabeth C. Paterson
Mayor
Town of Mansfield
Audrey P Beck Municipal Building
4 South Eagleville Road
Mansfield, CT 06268

RECD AUG 07 2006

Dear Mayor Paterson:

On behalf of the Connecticut Clean Energy Fund, and our Clean Energy Collaborators – the Connecticut Department of Public Utility Control, SmartPower, Community Energy, Sterling Planet, and Connecticut Light & Power, we want to inform you that Mansfield has qualified for an **additional 1kW free solar PV system** through the Connecticut Clean Energy Communities Program. Mansfield qualified by reaching the new 2.5% household penetration rate threshold established by the Connecticut Clean Energy Fund. Note: This system must go on top of a previously qualified system.

Through Mansfield's commitment to SmartPower's 20% by 2010 Clean Energy Campaign, and more than 100 community residents and businesses signing-up to the CTCleanEnergyOptions Program, Mansfield has continued demonstrate its leadership as a Connecticut Clean Energy Community!

Bryan Garcia, Director of Energy Market Initiatives, at the Connecticut Clean Energy Fund, will be your contact for the Connecticut Clean Energy Communities Program. He can be reached at (860) 563-0015 ext. 314 to discuss any questions or comments that you might have regarding this notice and the program.

Please, visit the Connecticut Clean Energy Communities Program Website for constant updates on your town's page at: <http://www.ctcleanenergy.com/communities/>

Again, congratulations on Mansfield's demonstrated leadership in support of clean energy. As more and more of your community residents and businesses sign up for the

CTCleanEnergyOptions program, the more solar PV systems the Town of Mansfield will earn.

Clean Energy – Let's Make More!

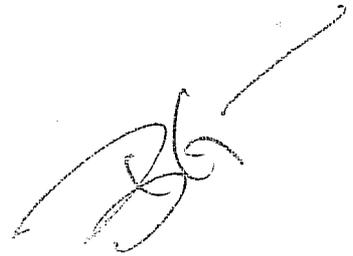
Sincerely,



Lise Dondy
President
Connecticut Clean Energy Fund

Attachment(s): Clean Energy Community Information Sheet

cc: Lynn Stoddard
Virginia Walton
Matthew Hart
Penelope Williams
Helen Koehn
Curt Vincente
Chad Vincente
Representative Denise W. Merrill
Senator Donald E. Williams



Connecticut Clean Energy Communities Program - Version 2.0

Aid to Connecticut Municipalities to Assist in the Support and Purchase of Clean Energy

What is the Connecticut Clean Energy Communities Program?

The Connecticut Clean Energy Communities Program is a partnership between the Connecticut Clean Energy Fund, SmartPower and the individual participants in the CT Clean Energy Options program. Its purpose is to assist communities and their residents in the purchase and support of clean energy.

Already, cities and towns throughout the state have committed themselves to clean energy campaigns, working toward energy independence and reducing greenhouse gas emissions that contribute to global warming. This program is designed to provide communities 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.

The Connecticut Clean Energy Communities Program provides qualified cities and towns free clean energy systems (solar photovoltaic panels). By encouraging local businesses and residents to sign up for the CT Clean Energy Options program (offered to Connecticut Light and Power and United Illuminating customers), your city or town could earn free clean energy systems.

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

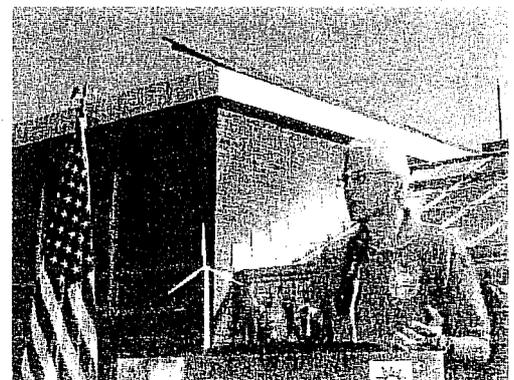
To qualify for this program, Connecticut communities must meet the following requirements:

- 1 Commit to the 20% by 2010 Clean Energy Campaign led by SmartPower.
- 2 Sign up local residents and businesses to the CT Clean Energy Options program offered to CL&P and UI customers. The lesser of every:
 - 100 sign-ups in a community,
 - 1 GWh of clean energy demand created from a C & I customer,
 - 10% of households in a community, or
 - 100 sign-ups in a regional school district
 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.

Note - If your city or town is located in the load-congested zones of southwest Connecticut, then there is an additional benefit for qualifying programs.

Who should be interested in this program?

- Mayor and other city/town officials
- Public Works Directors
- Economic Development Managers
- Middle School and School Facilities Directors
- Community-based Organizations and Foundations
- Companies and businesses
- Local and State Legislators and Representatives



Ron Klattenberg of the Middletown Clean Energy Task Force speaks at the Middletown High School solar system ribbon-cutting ceremony.

"Adoption of clean energy in Orange and throughout Connecticut will reduce our dependence on foreign oil, create jobs and protect our environment."

Michael Schwartz - Chairman, Orange Clean Energy Task Force, and local resident

Additional Incentives

Two additional incentives are being offered to cities and towns that have qualified as official Connecticut Clean Energy Communities. These additional incentives include Leadership and Achievement rewards:

Leadership Rewards

To encourage competition among Connecticut's cities and towns supporting clean energy, we are offering one-time leadership rewards to the first city or town to achieve the following CT Clean Energy Options sign-up milestones:



West Hartford vs. New Haven Clean Energy Challenge, a bet between rival mayors to see which town could sign up the most CT Clean Energy Options customers by Earth Day 2006, resulted in nearly 1,000 households supporting clean energy. Pictured left to right, West Hartford Mayor Scott Slifka, SmartPower's Brian Keane, and New Haven Mayor John DeStefano, Jr.

Sign-Ups:

Equivalent Household Sign-Ups	Additional Solar PV Systems (kW)
750	2
1,000	4
2,000	7

Household Penetration Rate:

Household Penetration Rate (%)	Additional Solar PV Systems (kW)
5.0	2
7.5	4
10.0	6

Achievement Rewards

To encourage Connecticut's cities and towns to achieve higher levels of clean energy support from residential as well as commercial and industrial ratepayers.

Household Penetration Rate - for each incremental 2.5% of households within a city or town that signs up for the CT Clean Energy Options program, we will provide a 1 kW solar PV unit to the town. Note - this reward does not apply to a town that has become a Connecticut Clean Energy Community by reaching the lesser of 10% of households threshold.



EPA Green Power Communities - in partnership with the US EPA, the Connecticut Clean Energy Fund will offer Connecticut cities and towns a 1 kW solar PV system when they qualify as official EPA Green Power Communities.

What are the benefits to your community?

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

Frequently Asked Questions

Q: How does a town demonstrate its commitment to the 20% by 2010 Clean Energy Campaign?

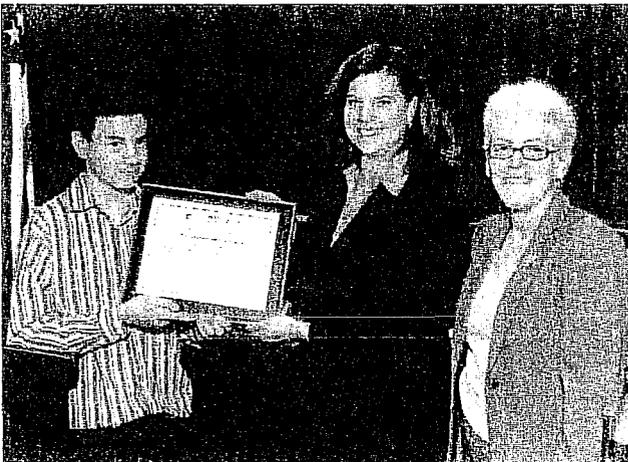
A: A town must demonstrate its commitment to the 20% by 2010 Clean Energy Campaign by:

- Supplying SmartPower with the official meeting minutes of the town proceedings that attest to the commitment.
- Officially announcing its commitment to the community through local press.

Q: How many customers must sign up in order for a town to earn a free clean energy system?

A: Communities that meet the lesser of the following requirements will earn a free clean energy system (\$10,000 minimum value):

- Every 100 sign-ups to **CT Clean Energy Options**
- Every 1 GWh of energy demand through **CT Clean Energy Options**
- Every 10% of a given city or town's households that sign up to **CT Clean Energy Options**
- Every 100 sign-ups **CT Clean Energy Options** to in a regional school district



Connecticut's future clean energy leaders, like Chad Vicente, a middle school student from Mansfield, are supporting clean energy locally through sign-up campaigns. Pictured left to right, Chad Vicente, Anne C. George - Commissioner, Department of Public Utility Control and Gina McCarthy - Commissioner, Department of Environmental Protection Agency.

Q: Is there a maximum amount of free clean energy systems a town can receive through this program?

A: No. As long as there is funding available to support this program, there is no limit to the amount of system installations a town can earn.

Q: When can the town start signing people up to earn the free clean energy systems?

A: The **CT Clean Energy Options** program became available to CL&P and UI customers in April 2005. The following actions are recommended for towns that want to start working toward earning the free installation:

- Demonstrate your commitment to the 20% by 2010 Clean Energy Campaign.
- Work with community-based nonprofit organizations, like SmartPower, the Clean Water Fund, and the Inter-Religious Eco-Justice Network to begin planning a community sign-up strategy.

Q: Can a regional school district composed of several towns qualify together for this program?

A: If several towns located in a regional school district want to pool their sign-ups together to reach the 100 sign-ups in a regional school district target, then yes, they can qualify for this program. However, each town located within that school district has to commit to the SmartPower 20% by 2010 campaign.

Q: How do I know whether or not my town is an EPA Green Power Community?

A: To be considered an EPA Green Power Community, a certain percentage of clean electricity from the total electric load of a municipality (including all residents, businesses, institutions and municipal loads) must be purchased. If your town is both a Connecticut Clean Energy Community and an EPA Green Power Community, then your town will receive an additional solar clean energy system.

Clean Energy in Your Community

Connecticut Clean Energy Fund
 About Clean Energy | Renewable Technologies | Investments & Incentives | Fundraising Reports

CT Clean Energy Communities

If you're a customer of The Connecticut Light & Power Company or The United Illuminating Company, you can help the power to choose clean energy through the CT Clean Energy Communities program.

Use the Sign Up! button to log in.

Sign Up! for Clean Energy Communities

CT Clean Energy Options

The Connecticut Clean Energy Communities Program is a partnership among the Connecticut Clean Energy Fund, Environmental, Commercial, Energy, Energy Planning, the Department of Public Safety Control and the Office of Consumer Counsel. The program provides Connecticut customers an opportunity to support clean energy, renewable technologies, energy efficiency and smart grids. The Connecticut Light and Power Company and The United Illuminating Company provide the infrastructure and services through the administration of the CT Clean Energy Communities Program.

Join the Community

First Clean Energy for your community is as easy as 1-2-3. Follow these simple steps to begin:

1. Connect to the Community through the Clean Energy Communities Program.
2. Organizational benefits and responsibilities are outlined for the CT Clean Energy Communities program that is now offered to CLEP or IUC customers.
3. Community members help develop and implement a plan to install clean energy systems to support the needs of the community.

By joining the community, you can help:

- Reduce energy costs for your business or home.
- Support clean energy and renewable technologies.
- Increase energy efficiency and smart grids.
- Support the development of clean energy systems.

For more information, visit www.ctcleanenergy.com.

Participating Utilities:

- Connecticut Light & Power Company
- United Illuminating Company
- Hartford Electric Light & Power Company
- Waterbury Electric Company
- Danbury Electric Company
- Meriden Electric Company
- Middletown Electric Company
- New Britain Electric Company
- Shelton Electric Company
- Torrington Electric Company
- Wallingford Electric Company
- Waterbury Electric Company
- Willimantic Electric Company

Learn more about what your community is doing to support clean energy by logging on to www.ctcleanenergy.com/communities. From local-access television, to school campaigns, to mayoral challenges, your communities are working together in innovative ways to support clean energy. This website allows users to get an up-to-date look at how their communities are supporting clean energy. It also provides toolkits to help you support your community's clean energy leadership.

To Learn More
 Visit www.ctcleanenergy.com
 Write us at cefinfo@ctinnovations.com

CT Clean Energy Options

If you are a customer of the Connecticut Light and Power Company or the United Illuminating Company, you have the power to choose clean renewable energy. CT Clean Energy Options is a program that supports renewable energy produced from natural means such as wind, water and more. To sign up, fill out the enrollment form and send it in with your next bill, or you can go directly to a supplier through the websites listed below.

For more information visit
www.gocleanenergy.com

Clean energy offerings are available from the following two clean energy companies:



Community Energy, Inc.
 Toll free: 866.WIND.123
www.newwindenergy.com



Sterling Planet
 Toll free: 877.457.2306
www.sterlingplanet.com



CLEAN ENERGY. LET'S MAKE MORE.



200 Corporate Place, 3rd Floor, Rocky Hill, CT 06067
 Tel: 860-563-0015 Fax: 860-563-6978
www.ctcleanenergy.com cefinfo@ctinnovations.com



Government Finance Officers Association
203 N. LaSalle Street - Suite 2700
Chicago, IL 60601

Item #15

Phone (312) 977-9700 Fax (312) 977-4806

August 3, 2006

Martin H. Berliner
Town Manager
Town of Mansfield
4 So. Eagleville Road
Storrs Mansfield

CT 06268-2574

Dear Mr. Berliner:

We are pleased to notify you that your comprehensive annual financial report for the fiscal year ended **June 30, 2005** qualifies for a Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

The Certificate of Achievement plaque will be shipped to:

Jeffrey H. Smith
Director of Finance

under separate cover in about eight weeks. We hope that you will arrange for a formal presentation of the Certificate and Award of Financial Reporting Achievement, and that appropriate publicity will be given to this notable achievement. To assist with this, enclosed are a sample news release and the Certificate Program "Results" for reports with fiscal years ended during 2004 representing the most recent statistics available.

We hope that your example will encourage other government officials in their efforts to achieve and maintain an appropriate standard of excellence in financial reporting.

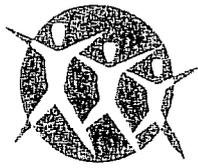
Sincerely,
Government Finance Officers Association

Stephen J. Gauthier, Director

Technical Services Center

SJG/ds

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Mansfield Community Center

Important Changes in Program Registration Dates

(Effective for Fall of 2006 Registration)

Program registration start dates are now a bit different and grouped into the following categories:

- August 16th – All Resident & Non-Resident members of the Community Center may register for Aquatic and fitness related programs that are held at the Community Center.
- August 25th – Mansfield Residents who are members may begin registration for all other programs / activities held at the Community Center and other locations.
- August 25th – Mansfield residents who are NOT members of the Community Center may register for all programs and activities.
- August 31st – Non-resident Community Center members may begin to register for all other programs held at the Community Center and other locations.
- August 31st – Non-residents, non-members may begin to register for all programs / activities.

*Please also note that our on-line *Rec Trak* registration system will be unavailable from 8/21 through 8/24. During this time, the system will be upgraded in order to better serve our customers.

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August 8, 2006
New Haven Register
Opinion Forum, p. 6A

Brouhaha over charter schools is all about educational funding

The feud over charter schools is not really about the schools, for neither educators nor mayors oppose good schools in whatever form they may take. But educators and mayors are focused on delivering top quality schooling for the 99.5 percent of all Connecticut public school students not enrolled in charter schools.

School finance is at the heart of the dispute. The New Haven public schools' operating budget is today underfunded by more than one-third, assuming we do expect urban students to meet the state's reading and math standards. Operating budgets for Hartford and Waterbury provide only about half the resources needed for effectively serving their students, while Bridgeport and New Britain somehow scrape by with about one-fourth the resources their students require for success. These cities are home to the state's poorest populations, have the highest property tax rates, and receive the largest per pupil aid from the state's too-small education pot.

In short, there aren't enough resources to overcome the effects of concentrated poverty and the attendant conditions that put urban students at high risk of academic failure.

The situation is also looking increasingly more alarming in smaller and higher-wealth communities, nearly all of which are similarly struggling with inadequately funded schools and painful tax rates. Surely such underfunding is an abrogation of the state's constitutional obligation, as alleged in our recently filed lawsuit, *Connecticut Coalition for Justice in Education Funding v Rell*.

Little wonder that teachers and administrators who work in the most grossly underfunded urban districts react with outrage at the implicit and explicit bashing of their against-all-odds efforts. In stark contrast to the charter schools, the urban districts also serve large numbers of special education students, English language learners, and homeless and transient children. These children bring complex and exceedingly costly challenges to the learning environment. Yet no child is turned away by public school districts, mandatory involvement of parents cannot be required, and controversial behavioral codes are legally untenable.

Every urban child who enrolls in a charter school further erodes that district's state aid. Given the small size of the charters and the fact that they draw students from across the city, no reduction in operating costs is realized by the district or its schools. At best, a few classrooms here and there may be blessed with less crowding. But the number of teachers, support personnel, classrooms, schools remains the same, and costs get distributed across fewer students, thereby inflating the district's per pupil expenditures without adding any new resources. Plus, the district is legally required to fund charter students' transportation, special education services, and certain other aspects of charter operations. The loss of highly motivated students and their families from the public schools also can have profound negative consequences for the district's teaching and learning climate.

If the state is unable or unwilling to adequately fund its public school districts, why, then, are precious public tax dollars being diverted to grow essentially independently operated charter schools? Despite the brash rhetoric and data distortions of boosters, numerous studies have shown that charter schools overall do not perform better than the local public schools. They do little to reduce racial and economic isolation. Nor is their small-school model cost-effective or even feasible for scaling up to educate thousands of Connecticut's students. Surely if all children had access to excellent schools in their own neighborhoods, we would not be courting educational privatization quite so blindly.

Those who are genuinely committed to closing the achievement gap and ensuring great schools for all ought to be supporting the efforts of our coalition to revamp the state's equalization aid formula to reflect the realistic cost of preparing well-educated students. To fairly and amply fund the schools in every community, the state's regressive tax system must be restructured to shift the primary burden for funding the schools away from the current heavy reliance on local property taxes toward more progressive state-level revenue streams. Only with adequate funding, accompanied by results-based accountability, can we hope to ensure equal educational opportunity and the success of all schools and their students.

What's at stake is not just the future of our children but also the kind of society and economy we envision for Connecticut.

Dianne Kaplan deVries, Ed.D.
Project Director
Connecticut Coalition for Justice in Education Funding
250 Main Street #616
Hartford, CT 06106
dianned@ccjef.org / (860) 461-0320



Town of Mansfield

To: Town Council
From: Mary Stanton, Town Clerk *Mary Stanton*
CC: Marty Berliner, Town Manager
Date: August 7, 2006
Re: Approval of Referenda Questions

According to the Elections Division of the Office of the Secretary of the State the Town Council must approve all referenda questions for the November ballot by Thursday, September 7, 2006. The texts of the questions must be complete at that time as they must be immediately available to the public in the Town Clerk's office.

The Town Clerk must file a statement setting forth the designation of each question to be voted on as it will appear on the voting machine, the date upon which the submitting actions was taken and a reference to the law under which such actions was taken by September 22, 2006.

If the Town Council decides to include an explanatory text regarding the questions, that information must be completed by September 15, 2006 in order to include it with the blank ballots that are available for servicemen and others temporarily living or traveling outside the United States.

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From the Office of Secretary of the State Susan Bysiewicz

FOR IMMEDIATE RELEASE
Friday, August 4, 2006

CONTACT: Dan Tapper, 509-6259
324-9862 (Cell)

SECRETARY BYSIEWICZ UNVEILS NEW VOTING TECHNOLOGY FOR CONNECTICUT

*Partnership with UConn will ensure security
of all new voting systems*

Secretary of the State Susan Bysiewicz announced today that her office has entered into a contract with LHS Associates of Massachusetts to provide optical scan technology to replace lever voting machines across the state.

"As our office considered possible new voting technologies, the principles of security, accessibility and reliability guided our decision-making. We heard from thousands of citizens, academics, and advocacy groups concerned about the pitfalls of touch-screen voting technology. Touch-screen technology, in its current state of development, is simply not ready for 'prime time' herein Connecticut." Secretary Bysiewicz said.

State Representative Livvy R. Floren, Ranking Member of the Government Administration and Elections Committee, said, "The optical scan technology chosen not only meets the federal Help America Vote act requirements, but also the needs and concerns of all the people of Connecticut."

"Optical scan is the best voting technology available for the replacement of Connecticut's lever machines. It is cost-effective, more transparent than DRE machines, and produces a voter-verified paper record," Michael Fischer, a computer science professor from Yale University and a member of TrueVote CT, wrote. "I commend the Secretary of the State for choosing this alternative."

Additionally, Connecticut will meet the requirements of the Help America Vote Act (HAVA) for the November election by entering into a 1-year contract with IVS, LLC to provide one voting machine accessible to those with disabilities in each polling place in the state. "For the first time in seventy years, Connecticut citizens with disabilities will be truly welcome at the polls, and they will have the opportunity to vote privately and independently. This is a tremendous step forward for our state," Secretary Bysiewicz said.

The IVS machines allow voters with disabilities to use a telephone at the polling place to cast their votes. The 2002 HAVA law requires that voters with disabilities be able to vote privately and independently by November 2006, Secretary Bysiewicz said.

According to Chris Kuell, Second Vice President of the National Federation of the Blind of Connecticut, "The National Federation of the Blind has long fought for the right of all Americans to vote privately, independently and securely. We are pleased to be working with Secretary of the State Susan Bysiewicz's office to bring accessible voting to every polling place in Connecticut. To this end, NFB members in Connecticut are looking forward to casting their votes using the IVS Vote by Phone system in this November's elections."

Finally, Secretary Bysiewicz announced that her office has entered into a formal partnership with the University of Connecticut's Department of Computer Science and Engineering, in which UConn will assist in certification and acceptance testing of the new voting technology.

"Of all of the concerns raised by citizens, academics and advocates, security was No. 1. UCONN has played an integral role in our decision-making up to this point. They have reviewed vendor proposals, tested equipment and made recommendations for maintaining the highest level of security in our election process. We look forward to drawing upon their tremendous expertise as we move forward," Secretary Bysiewicz said.

Both the LHS and IVS machines will be purchased with federal HAVA funds. The LHS machines will cost \$15.7 million, and the IVS machines will cost approximately \$1 million.

Materials on each of these companies are available in the accompanying press packet. Additional information can be found on the companies' websites - <http://www.ivsllc.com/> and <http://www.lhsassociates.com/>

#####

GREGORY J. PADICK, DIRECTOR OF PLANNING

Memo to: Planning and Zoning Commission, Town Council, and Conservation Commission
From: Gregory Padick, Director of Planning
Date: August 4, 2006
Re: ECSU proposed on campus parking garage and associated softball field relocation to Mansfield property on Mansfield City Road.

General

In a previous PZC packet, portions of a July 5, 2006 Environmental Impact Evaluation on the above referenced project was distributed. The entire EIE is on file in the Planning Office. Any comments on the subject project and EIE report must be submitted and received by State Officials by August 19, 2006.

The EIE was prepared pursuant to the CT Environmental Policy Act (CEPA) and Sections 22a-1a-1 through 22a-1a-12 of the Regulations of CT State Agencies. Upon the close of the comment period, ECSU and the Connecticut State University System, as the sponsoring agency, must address in writing all substantive comments. The State Office of Policy and Management is responsible for making a final determination on whether the statutory and regulatory requirements of the State's environmental review process have been met.

Project Overview

The subject project proposes to construct a new 950 space-parking garage on the Eastern Connecticut State University Campus off of High Street in Windham. The parking garage is planned in an area currently used for the school's varsity softball team. The project includes the relocation of the softball field to ECSU property on Mansfield City Road that currently has a varsity baseball stadium and track/field hockey field. The new softball field would be located to the west of the baseball stadium and requires a driveway crossing of a wetland/watercourse area. As part of the softball stadium relocation a new 48 vehicle parking lot would be built and a new multi-function building with locker rooms, restrooms, concession stand and maintenance space would be constructed near the existing track. The EIE addresses anticipated environmental impacts from both the on campus parking garage and the softball field construction. My review comments are directed to the proposed activities in Mansfield. The previously distributed executive summary provides more information about the subject projects, alternatives considered, and anticipated impacts.

Review comments on proposed activity in Mansfield

- The proposed softball field will be fenced in, contain dugouts and bleachers, and an underdrain system tied to a "stormwater management area." All of this work is between but not within designated wetland areas.
- The necessary access drive to the softball field will cross a brook/wetland area impacting about 1300 square feet of wetlands. This work is under the jurisdiction of the State Department of Environmental Protection and a DEP Wetland license will need to be obtained. The DEP permit process will include a referral to the Town of Mansfield and an opportunity to comment on specific construction plans.
- The EIE provides some construction information but the project will involve a design/build contract and finalized plans are not available at this time. The EIE does make appropriate commitments regarding erosion and sediment controls, and best management practices for stormwater and turf management including an integrated pest management plan to minimize pesticide applications.

- The site of the proposed softball field is within an open field area previously used agriculturally. The EIE notes that about 4 acres of prime agricultural land will be lost due to the ball field relocation.
- The new softball field will be buffered from neighboring properties by existing woodlands that are not expected to be affected. The woodlands will help reduce potential noise and lighting impacts. The existing baseball stadium already has impacted the neighborhood and this project is not expected to significantly alter or worsen noise or other neighborhood impacts.
- The subject property is served by the Town of Windham sewer and water systems.
- The EIE notes that all construction will take place during normal workday hours. There likely will be some temporary neighborhood impact due to construction traffic and construction noise.

Summary/Recommendations

The proposed softball field relocation project as described in the 7/5/06 Environmental Impact Evaluation will have some short term impacts for Mansfield residents along Mansfield City Road, but due to the nature and location of the proposed field, no significant long term impacts are expected. The existing athletic uses of this property have to some degree impacted the neighborhood, and while this project will somewhat increase activity on the site, no significant alteration of impact is expected. Potential environmental impacts appear to be appropriately addressed in the EIE and the Town will have an opportunity to comment on specific plans at the time a wetland license application is submitted to the State DEP. There appears to be no reasonable alternative location for the softball field and the loss of prime farmland is an unfortunate consequence.

No action by the Planning and Zoning Commission or Town Council is considered necessary at this time.

TOWN OF MANSFIELD
OFFICE OF PLANNING AND DEVELOPMENT

Item #21

GREGORY J. PADICK, DIRECTOR OF PLANNING

Memo to: Planning and Zoning Commission
From: Gregory Padick, Director of Planning
Date: 8/3/06
Re: Stowell Property-21 Summit Road
Request to remove tree along Scenic Road
File #1010-2



As explained in a 7/17/06 letter distributed at the last PZC meeting, G. and L. Stowell seek approval to remove an existing wild cherry tree at 21 Summit Road. The tree is located within the town right-of-way and since Summit Road is a Town designated "Scenic Road", the requested tree removal must be authorized by the Town Council after the PZC conducts a Public Hearing and forwards a recommendation to the Town Council. The Scenic Road ordinance also requires referrals to the Tree Warden/Public Works Director and to owners of Summit Road frontage within 500 feet of the subject tree.

Accordingly it is recommended that the Planning and Zoning Commission schedule a Public Hearing for Tuesday, September 5, 2006 for the proposed tree removal at 21 Summit Road and that staff refer the subject request to the Tree Warden/Public Works Director, the Town Council and property owners on Summit Road who have frontage within 500 feet of the subject tree.



**TOWN OF MANSFIELD
PLANNING & ZONING COMMISSION**

AUDREY P. BECK BUILDING
4 SOUTH EAGLEVILLE ROAD
MANSFIELD, CT 06268-2599
(860) 429-3330

Memo to: Mansfield Town Council
L. Hultgren, Mansfield Tree Warden/Public Works Director
Property-owners with street frontage on Summit Road, within 500 feet of a proposed tree removal, 21 Summit Road

From: Mansfield Planning and Zoning Commission

Date: August 10, 2006

Re: September 5, 2006 Public Hearing on proposed tree removal work on Summit Road,
PZC File #1010-2

The Planning and Zoning Commission has received a request to remove an existing wild cherry tree along Summit Road, a Mansfield-designated Scenic Road. The subject request is from Gerald and Linda Stowell, owners of 21 Summit Road.

Whereas Summit Road is subject to the provisions of the Town of Mansfield's Scenic Road Ordinance, please be advised that a required Public Hearing is scheduled to take place at 8:00 p.m. on Tuesday September 5, 2006, in the Council Chambers of the Audrey P. Beck Municipal Building, 4 South Eagleville Road, Storrs, Connecticut, for the purpose of receiving information from the applicants and verbal or written comments from the public concerning the proposed tree removal. Any comments regarding this request must be received prior to the close of the Public Hearing. Enclosed please find a letter submitted by the applicants describing the proposed project, a copy of the legal notice and a photograph depicting the subject tree. Following the PZC Public Hearing, comments from the Commission will be forwarded to the Town Council for final action on this request.

If you have any questions regarding the applicant's proposal, the provisions of the Town's Scenic Road Ordinance or the Public Hearing process, please call the Mansfield Planning Office, at 429-3330.

Encl.

LEGAL NOTICE

The Mansfield Planning and Zoning Commission will hold a Public Hearing on Tuesday, September 5, 2006 in the Council Chambers, A.P. Beck Bldg., 4 S. Eagleville Rd, to hear comments on the request of G. and L. Stowell to remove a wild cherry tree that exists within the Summit Road right of way, a Town designated Scenic Road. The subject tree is located near the intersection of Summit Road and the driveway for the Stowell house at 21 Summit Road. The subject request has been made pursuant to Mansfield's Scenic Road Ordinance.

At this Hearing, interested persons may be heard and written communications received. No information from the applicant or the public shall be received after the close of the Public Hearing. Additional information is available in the Planning Office.

R. Favretti, Chair
K. Holt. Secretary

TO BE PUBLISHED Tuesday, August 22 and Wednesday, August 30, 2006

Thanks for remembering to put officers' names and titles on same lines.

P.O. #8596

Mr. Rudy Favretti, Chairman
Mansfield Planning and Zoning Commission
July 17, 2006

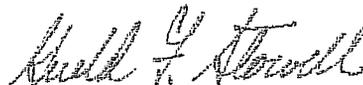
Dear Mr. Favretti:

We live at 21 Summit Road, a town designated scenic road, and are seeking permission to remove a wild cherry tree that grows close to the road at the Southern end of our driveway.

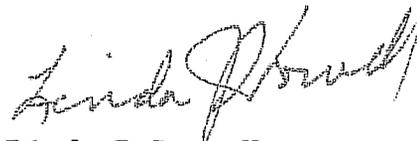
The tree is nearly dead. It is about 30 feet high and has a circumference of about 14 inches. It has one top branch with some life in it and two top branches are dead. There is also a branch at the 12 foot mark that has some life, but the tree is definitely in decline.

The trunk of the tree is leaning away from the road and over the driveway which presents a potential hazard. Removal of the wild cherry tree will remove the hazard and allow a young hickory tree nearby to flourish when the cherry tree is out of the way.

Thank you for your consideration.

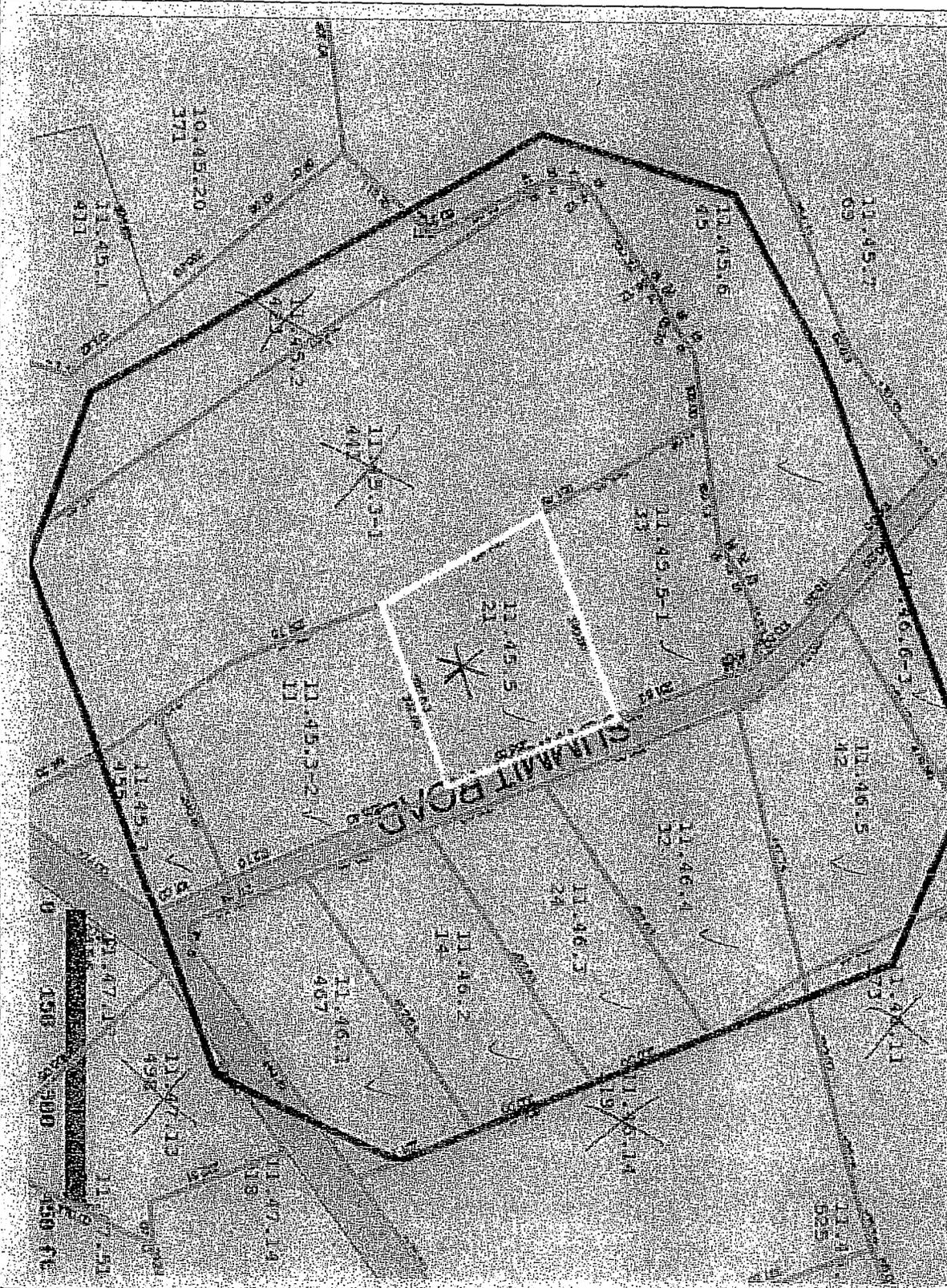


Gerald F. Stowell



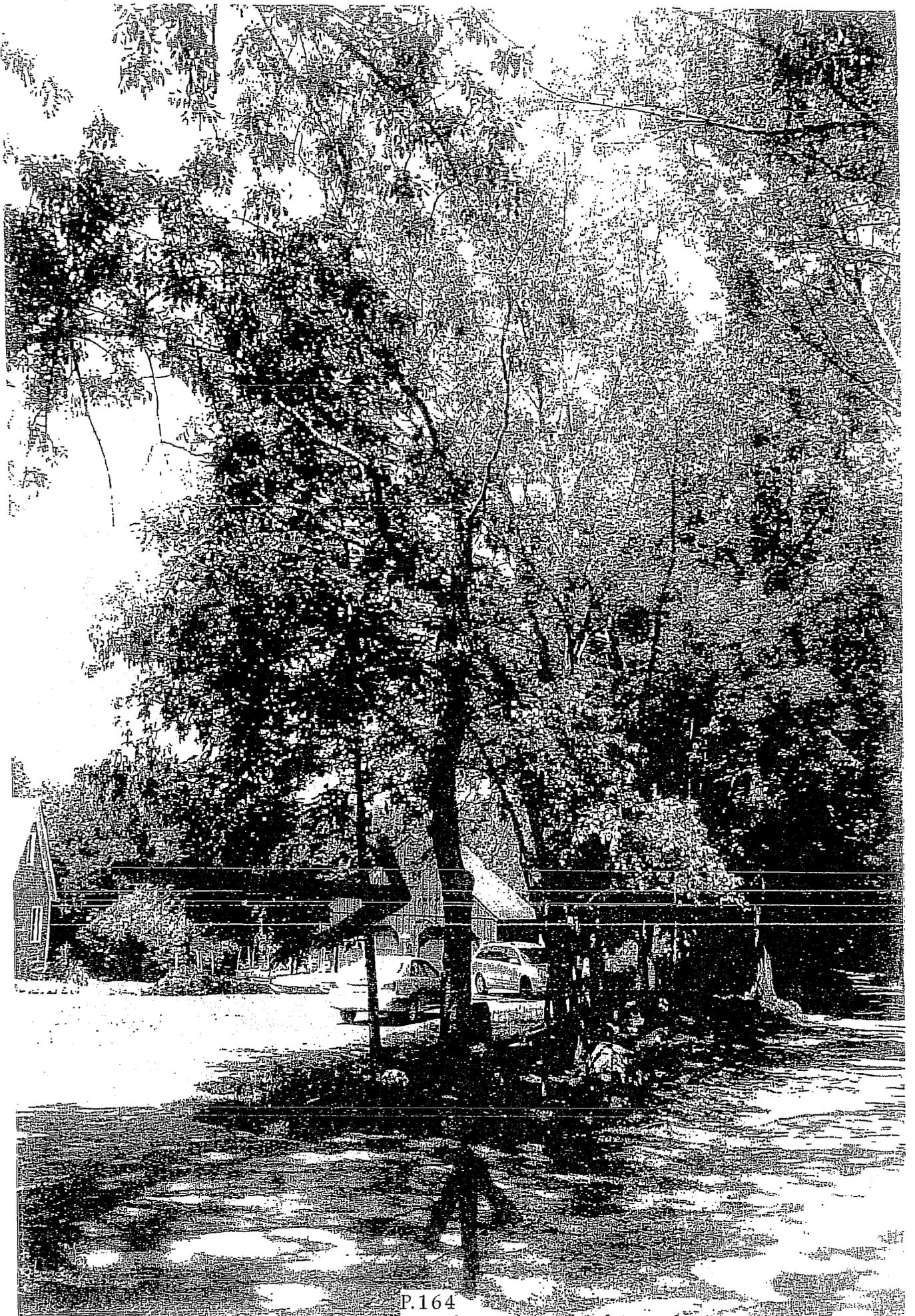
Linda J. Stowell

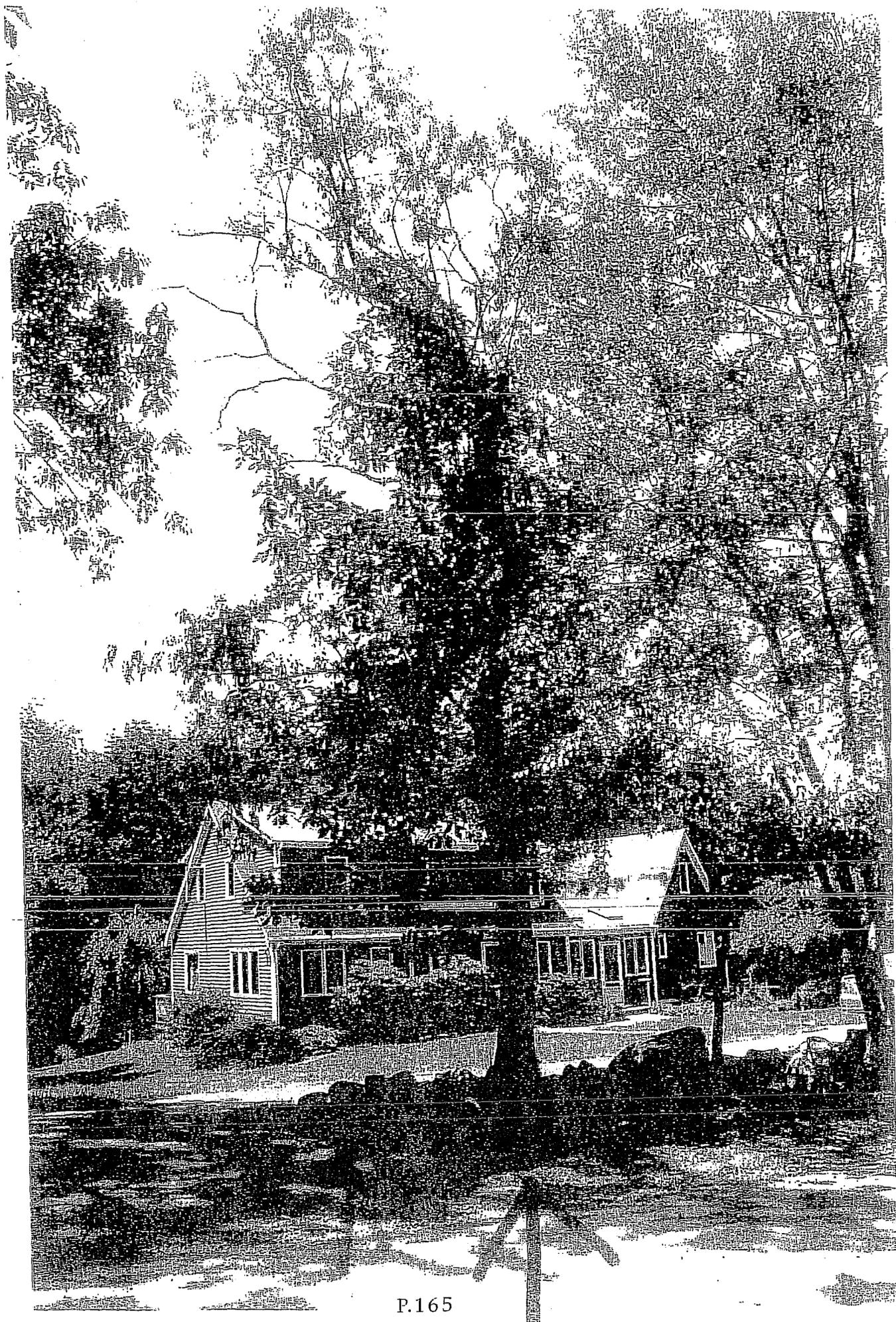
Town of Mansfield, CT - Property owners with Summit Rd frontage within 500 feet of 21 Summit



- A. Dimensions
- A. Road Names
- Streams
- Water
- Parcels
- Towns

8/9/2006
1 in = 251.41'





PAGE
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Big change at Mansfield Farmers Market

By **KIMBERLY GRAVES**
Chronicle Staff Writer

STORRS — The market bell will still ring for local residents to buy Connecticut-grown items such as fresh seasonal fruits and vegetables, locally made cheese and fresh fish at the Storrs Farmers Market.

However, this Saturday's market, market master Dennis Pierce said, will be at a different, more visible location.

The farmers market is moving to Route 195 from the parking lot of St. Mark's Episcopal Chapel parking lot Aug. 5.

Pierce, who is also the director of dining services at the University of Connecticut, said a lot of vendors want to sell at the farmers market, but there's no room.

Pierce said there is currently construction next to St. Mark's that has cut into customer parking and has forced everyone going to the farmers market to park on the street.

"You have to look at the demands of the customers," said Pierce, who has been a market master for the past seven years.

It will move to the parking lot adjacent to E.O. Smith High School and the Audrey P. Beck municipal building after 12 years in the same location.

Pierce said it will ultimately be located on a new town green as part of the \$165 million Storrs Center project.

He said the Storrs Farmers Market has an opportunity to increase parking options, visibility and the potential to expand.

There will be a ribbon cutting at 3 p.m. Saturday, Aug. 5, to celebrate the new location.

Pierce said entertainment will be provided as well as a large variety of in-season vegetables, fresh-baked items, locally raised beef, honey and maple syrup, soaps, local yarn, local-made jewelry, salad greens and hydroponic tomatoes.

"The market is built on (the) Connecticut grown (label) and it's also built on sustainability," said Pierce. "It also gives the community



Fran Funk
At the Mansfield Farmers Market at St. Mark Chapel on North Eagleville Road in Storrs, Michelle Pierce, Storrs, purchases corn from Abby Bassette, 10, from the Bassette Farmstead in South Glastonbury. A decision has been made to move the popular market from its current site to a location near the Audrey P. Beck Municipal Office Building.

The farmers market is open every Saturday rain or shine from late May until the weekend prior to Thanksgiving.

that was "literally in the water the day before."

Pierce said the farmers market started 12 years ago as a way to get local farmers togeth-

Martin H. Berliner

From: Matthew W. Hart
Sent: Friday, August 04, 2006 9:02 AM
To: 'all-users@mansfieldct.org'; Bruce Silva; Lynda Breault
Subject: New Location for Storrs Farmers Market

Hello all - as you may have heard, the Storrs Farmers Market is moving to a new location at EO Smith High School (parking lot adjacent to Beck Municipal Building). I have attached below a letter from the Mayor announcing the change.

If you have never visited the market, I encourage you to do so. The produce and goods are excellent.

Have a good weekend,

Matt

August 4, 2006

Dear Members of the Community:

It is my pleasure to inform you that, as of Saturday, August 5, 2006, the Storrs Farmers Market will be moving from North Eagleville Road to a new location at E.O. Smith High School. The move makes sense for a number of reasons, as the new location has more space and is centrally located in town. Also, once we have constructed the planned village green at Storrs Center, we hope that the market will be able to easily transfer to that location.

At 2:45pm this coming Saturday, August 5th, we will celebrate the opening of the Storrs Farmers Market at its new location with a ribbon cutting and free refreshments. The market will feature live entertainment as well as a large variety of fresh fruits and vegetables, cheese, fresh baked items, locally raised beef, honey and maple syrup, soaps, local yarn, locally made jewelry, plants and fresh fish. Come early, choose a great selection and plan your Saturday evening meal featuring locally produced products. The market will provide you with easy-access and free parking, as well as a chance to support the farmers and vendors in our region. If you have never visited the market before, I think you will agree with me that it is a wonderful addition to our community.

The market is open every Saturday rain or shine from late May until the weekend prior to Thanksgiving. Normal hours are 3:00pm to 6:00pm with an earlier closing taking effect right before Daylight Savings Day.

I look forward to seeing you at the new location of the Storrs Farmers Market!

Sincerely,

Elizabeth Paterson
Mayor

Matt Hart
Assistant Town Manager
Town of Mansfield, CT
Phone: (860) 429-3339
Fax: (860) 429-6863
HartMW@mansfieldct.org

Storrs-Willi Ridership

	FY '03	FY '04	FY '05	FY '06	FY '07
July	1,632	1,651	1,863	2,209	2,969
August	2,361	2,181	2,403	2,861	
September	4,034	3,487	3,707	5,496	
October	4,162	4,212	3,660	6,013	
November	3,125	3,166	3,348	4,754	
December	2,640	2,656	2,955	3,703	
January	2,417	2,466	2,590	3,909	
February	2,886	3,629	3,652	4,855	
March	3,020	3,494	3,590	4,570	
April	3,552	3,423	3,920	4,684	
May	2,729	2,251	2,519	3,170	
June	1,811	1,964	2,376	2,988	
Total Ridership	34,369	34,579	36,583	49,192	2,969

NOTE: Red figures denote months that UConn was a participant in the program.

PAGE
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Town of Mansfield
General Fund

Estimated Schedule of Estimated Changes in Fund Balance - Legal Basis

For the Year Ended June 30, 2006

Designated for 2005/2006 Budget								
Undesignated						\$	1,568,102	
Fund Balance, July 1, 2005						\$	1,568,102	
	Original Budget	Amendment	Final Budget	Estimated Actual	Budget Comparison			
Total revenues and transfers in	\$ 36,905,150	\$ 710,000	\$ 37,615,150	\$ 37,706,186	\$ 91,036			
Appropriation of fund balance								
Total appropriation, transfers in	36,905,150	710,000	37,615,150	37,706,186	91,036			
Total expenditures and transfers out:								
Town	10,494,390	710,000	11,204,390	11,203,982	408			
Mansfield Board of Education	18,298,350		18,298,350	18,297,430	920			
Contribution to Region #19 Board of Ed	8,112,410		8,112,410	8,112,410	-			
Total expenditures	36,905,150	710,000	37,615,150	37,613,822	1,328			
Results from budgetary operations	-	-	-	92,364	92,364		92,364	
Fund Balance, June 30, 2006							\$	1,660,466
Fund Balance:								
Unreserved:								
Designated for 2006/07 budget								
Undesignated							1,660,466	
Total Fund Balance							\$	1,660,466
* Note on Amendment:								
Appropriated in November, 2005	\$	512,000						
Proposed Appropriation of PILOT funds		198,000						
Total Amendment	\$	710,000						

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UCONN HUSKY TRAIL

Sponsored by the University of Connecticut Alumni Association to celebrate their 125th year anniversary and raise money for their Scholarship Fund, Promote your business and Benefit the Arts.

THE ART

- We provide artists and design ideas – or you can design your own theme.
- We provide the base dog sculpture to the artist, guide them through the painting & finishing process and pay them \$500 on completion.
- You can work as much or as little as you want with the artist so your sculpture fits your vision and business needs.

HOW IT BENEFITS YOUR BUSINESS

- We provide extensive media exposure, region-wide and location awareness of your participation to increase traffic to your city.
- We provide special promotional opportunities (dog parties and unveilings you can participate in if you choose) and provide complete professional management of the project.
- Your dog would be listed in the full color brochure given out at the Auction and can be bought on EBay and special arrangements can be made for you to purchase a larger quantity to give out to residents/businesses.
- Listed on the Husky Trail map which will be distributed to tourism centers. Featured on the UConn Husky Trail website, with a link to your business.
- Official status as “UConn Husky Trail sponsor.”
- The right to utilize the image of your husky and the “UConn Husky Trail Sponsorship” in your own marketing materials for the 2006 calendar year through May 2007.
- Tickets to the official “Husky Mania” grand auction and gala and the option to purchase additional tickets.
- Plaque affixed to your husky sculpture, includes your business name and logo, the husky name and the artist name.

HUSKY TRAIL SEASON

- We maintain media interest with marketing events until May 2007
- We arrange special events to highlight individual dog sculptures & sponsors.
- We coordinate regular maintenance & repairs of dog until the auction.
- We support your own marketing efforts (local media releases, etc)

Page Two Husky Trail

- Events so far: First litter introduced at the Buick Golf Championship held the end of June for 7 days, Second litter will be introduced at The WestFarms Mall on Aug 6 - "Who let the dogs in" – and proceeds from this event will go to the Connecticut Humane Society, Third litter will be introduced the end of August at Crystal Mall, Fourth litter will be introduced in the Fall at Buckland Hills Mall, Connecticut Day at The Big E in September.
- More events will be planned as the summer progresses.

THE HUSKY MANIA AUCTION

- At the end of Husky Trail Season, we will collect the dog sculptures & auction them.
- An on-line prebidding will begin 60 days before the live auction.
- The Auction will bring UCONN supporters, art lovers, and people of all types to bid on the sculptures.
- 90% of the proceeds of the dogs will go to the University of Connecticut Alumni Scholarship Fund.
- 10% of the proceeds of the dogs will go to the artists.

We currently have 20 sponsorships who have paid and their dogs are painted – and have 10 more waiting for final decisions on dog theme/approval, and will have dogs in all counties throughout Connecticut.

Please check out our web site and how we promote the sponsors for the Cape and Islands Whale Trail.

www.CapeAndIslandsWhaleTrail.com

Please see the following links:

<http://uconnhuskytrail.com/>

<http://uconnhuskytrail.com/art/>

Who Let the Dogs In?



Sunday, August 6 • 6pm - 8pm
Westfarms, Center Court

Follow the Trail...

To learn more about the UConn Husky Trail
visit www.uconnhuskytrail.com.

UConn Husky Trail Unveils Its 2nd Litter!

- Be the first to view the new litter of Husky dog sculptures created by local artists
- Bring your dogs for a professional photo shoot (100% of the proceeds benefit the C.H. Humane Society)
- Meet the artists and enjoy food, family entertainment, activities and more!
- *Non-aggressive dogs only. Dogs must be leashed.*



Westfarms
Shopping Made Easy.

P.175



PAGE
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United States Senate

WASHINGTON, D.C. 20510

For Immediate Release
July 21, 2006

Contact: Colleen Flanagan (Dodd)
202-224-5372
Catherine McKenna Ribeiro (Lieberman)
202-224-0975

DODD, LIEBERMAN SECURE MORE THAN \$18 MILLION FOR CONNECTICUT TRANSPORTATION, URBAN DEVELOPMENT PROJECTS

Washington – Senators Chris Dodd (D-CT) and Joe Lieberman (D-CT) successfully secured more than \$18 million for Connecticut's transportation and urban development needs, they announced today. These resources, which were included in the Senate's Transportation, Treasury, Housing and Urban Development appropriations bill, will go towards initiatives across the state aimed at reducing traffic congestion, promoting alternative modes of transportation, increasing transportation safety, increasing homeownership, fighting urban blight, and supporting youth development. The bill was approved by the Senate Appropriations Committee earlier this week.

The two senators have also worked jointly to protect key housing and community development programs that are important to Connecticut. In response to concerns expressed by Senators Dodd and Lieberman, together with many other senators, the committee rejected Administration budget proposals to cut funding for public housing, community development, senior housing and housing for persons with disabilities.

"Each of these initiatives can strengthen and improve Connecticut," said Dodd. "They can help alleviate traffic congestion, help meet our housing needs, and inject new life into some of our urban areas. In short, they will help strengthen our economy and improve the quality of life for the people of our state."

"This bill is good news for Connecticut," Lieberman said. "The funding approved today will make significant strides in improving Connecticut's commute on our highway, rail and transit systems. The bill will also help revitalize Connecticut's communities on a local level by providing money for libraries, youth centers and low-income housing; all key focal points of the urban initiatives our state has been promised."

Nearly \$16.5 million will support transportation initiatives, including \$3 million to help ease traffic congestion and increase safety on I-95 in Branford and \$5 million and \$2 million for the Bridgeport and Norwich Intermodal Transportation Centers, respectively, which will help take traffic off of I-95 and transport people and goods in alternative ways. The state will also receive \$2 million to help plan and construct a rail station in eastern Stamford. Housing and urban development initiatives are slated to receive \$1.6 million, including \$800,000 for low-income homeownership and repairs in New Haven, Vernon and Hartford, as well as \$200,000 each for The Children's Home in Cromwell, which serves children with special needs, and a youth center in Manchester.

The following received funding in the Transportation, Treasury, Housing and Urban Development appropriations bill:

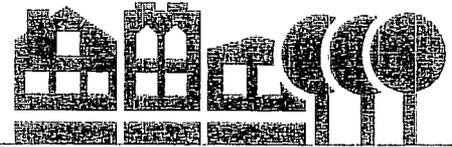
Transportation

- * \$5,000,000 for the Bridgeport Intermodal Transportation Center;
- * \$3,000,000 to alleviate traffic congestion and improve safety at Exit 53 along I-95 in Branford;

- \$2,000,000 for the construction of a new parking facility and pedestrian walkways associated with the Connecticut Science Center in Hartford;
- \$2,000,000 for the construction of a new parking facility associated with the redevelopment of downtown Mansfield;
- \$2,000,000 for the Norwich Intermodal Transportation Center;
- \$2,000,000 for the development of a new commuter rail facility in eastern Stamford;
- \$250,000 for the City of West Haven to conduct a feasibility study of extending Fresh Meadow Road to Route 34 (Derby Avenue); and
- \$199,650 for safety improvements to the Norwalk Pulse Point Transit facility.

Housing and Urban Development

- \$400,000 for Empower New Haven, Inc., New Haven, CT, for assisting low-income homeowners in making necessary repairs to their properties;
- \$200,000 for the Town of Vernon, CT, for necessary interior and exterior renovations to the Amberbelle Mill facility that will prevent blight and keep the structure viable for commercial purposes in a low-income neighborhood;
- \$200,000 for the City of Hartford, CT, Homeownership Initiative for increasing the city's current homeownership rate of 25%;
- \$200,000 for The Children's Home, Cromwell, CT, for the reconstruction of its facilities serving children with special needs;
- \$200,000 for the Town of Manchester, CT, for the development of a youth center on Spruce Street;
- \$200,000 for the renovation of the Blackstone Library in Branford; and
- \$200,000 for the restoration of Mortensen Hall at the Bushnell



Mansfield Downtown Partnership
Helping to Build Mansfield's Future

July 28, 2006

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

Re: June 30, 2006 Progress Report for the Downtown Mansfield Revitalization and
Enhancement Project

Dear Mr. Desai:

I am pleased to provide you with the June 30, 2006 Progress Report for the Downtown
Mansfield Revitalization and Enhancement Project.

Over the last quarter, the Mansfield Downtown Partnership, Inc. ("Partnership"), worked with the master developer LeylandAlliance, on the applications to the Mansfield Planning and Zoning Commission needed to create 1) an initial building that will house as many of the businesses to be relocated as part of the project as possible, and 2) a Special Design District and subsequent changes to the zoning regulations for the project area. We have been working closely with Mansfield Town Planning Director Gregory Padick to provide the information required. After a public hearing on June 5 and continued on June 19, the Planning and Zoning Commission approved the applications on July 5 for the initial building on Dog Lane to house as many businesses to be relocated as possible.

It is expected that the process on the Special Design District will take through the fall of 2006. We continue to work with local and state agencies on the master engineering approvals and plan formal submittals after the zoning is approved.

We continue to work with businesses that may be displaced as part of the new development. Phil Michalowski with Harrall-Michalowski Associates, Inc., the Partnership's relocation consultant, has negotiated an agreement with one of the businesses according to the relocation plan in the approved Municipal Development Plan for Storrs Center. It is anticipated that this agreement will be signed between the Partnership and the business owner within the next month. Individual meetings are on-going with respect to future plans including the initial building referenced above. Working with local business owners will be a major part of the efforts over the next several months.



Mansfield Downtown Partnership

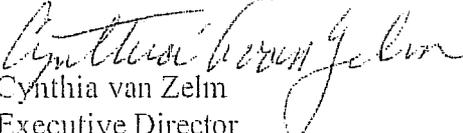
Helping to Build Mansfield's Future

Design guidelines are being created to guide the development of a Special Design District for the downtown project, and related changes to the zoning regulations. The Partnership, Looney Ricks Kiss, and LeylandAlliance have been working with the Partnership's Planning and Design Committee, the Town of Mansfield's Planning and Zoning Commission, and the Town Director of Planning on these issues. The Planning and Design Committee has taken the lead in reviewing the design guidelines and in the last quarter met on April 18, May 16 and June 20. The Committee's work is completed on review of the text of the guidelines until the Planning and Zoning Commission completes its work. The next step is to determine which sections of the guidelines will be incorporated into the zoning regulations. The majority of the design guidelines, which include a large sustainability section, will be finalized after the Planning and Zoning Commission approves zoning regulations related to the creation of the Special Design District. During this quarter, Looney Ricks Kiss put together a PowerPoint presentation on Part One of the design guidelines that will be used in a public meeting this fall.

Finally, as you know, a request for bids was re-solicited on July 18 for the walkway between the Mansfield Community Center, the Town Hall, and the Mansfield downtown. Once these bids are received and reviewed, a contract will be negotiated and work will begin late this summer on the Community Center walkway. During the last quarter, grant funding was used for duplication of plans and specifications for the project, and legal notices to advertise the request for bids in the *Hartford Courant*, the *Chronicle*, and *La Voz Hispana de Connecticut*.

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

Sincerely,


Cynthia van Zelm
Executive Director

Thank you Sheela!

cc: Sheila Hummel, DECD
Mostafa Monshi, DECD Compliance and Review Section
Martin Berliner, Mansfield Town Manager
Cherie Trahan, Mansfield Comptroller
Lon Hultgren, Mansfield Public Works Director
Mansfield Downtown Partnership, Inc., Board of Directors
Lee Cole-Chu, Cole-Chu Ciccarone, LLC, Partnership Attorney



JUNIPER HILL VILLAGE

Mansfield Retirement Community, Inc.

One Silo Circle, Storrs, Connecticut 06268

TEL. (860) 429-9933

FAX (860) 429-6104

REC'D JUL 31 2006

Item #28

July 28, 2006

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

Dear Mr. Berliner:

Once again, the Mansfield Fire Department has rescued Juniper Hill Village. On Tuesday, July 18th, the emergency alarm system malfunctioned. We notified the alarm company immediately but they were unable to make the repair or locate parts by the end of the business day, leaving the residents unprotected. Assistant Fire Marshal Fran Raiola immediately contacted the scheduler for the fire department to organize a fire watch. For the next three nights two firemen patrolled the building from 6 p.m. until 6 a.m. Their aid was invaluable in keeping us safe and helping to reassure the residents. Over the years they have always been there when we needed them and we are truly grateful. They respond to the daily emergencies of our senior population. They were willing to interrupt their normal schedules and patrol the halls to keep us safe for three days, and, of course, they were the difference between an unfortunate fire and a tragic fire with loss of life in December 2004.

We know that all towns must struggle with competing needs and limited funds but we hope that the existence of a well-funded and properly staffed fire department will always be a priority.

Sincerely,

Marcia Zimmer
Administrator

cc: D.Dagon



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