



**TOWN OF MANSFIELD
TOWN COUNCIL MEETING
MONDAY, November 26, 2007
COUNCIL CHAMBERS
AUDREY P. BECK MUNICIPAL BUILDING
7:30 p.m.**

AGENDA

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EXECUTIVE SESSION

ADJOURNMENT

REGULAR MEETING-MANSFIELD TOWN COUNCIL
November 13, 2007

Deputy Mayor Gregory Haddad called the regular meeting of the Mansfield Town Council to order at 7:40 p.m. in the Council Chambers of the Audrey P. Beck Building.

I. ROLL CALL

Present: Blair, Clouette, Duffy (7:45 p.m.), Haddad, Hawkins (8:30 p.m.), Koehn, Paulhus, Schaefer

II. APPROVAL OF MINUTES

Ms. Blair moved and Mr. Schaefer seconded to approve the minutes of the October 22, 2007 meeting as corrected.

III. MOMENT OF SILENCE

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

IV. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

Maurice Moriarty, 1289 Stafford Road, addressed the Council regarding the concerns of the neighbors who surround the proposed UConn composting facility. He stated the report the Council received in the packet has numerous redacted sections and promised to forward a complete copy to the members. In discussing the proposal, Mr. Moriarty noted that with the completion of all the phases there would be an enormous amount of material being composed including in the last phase, human waste residue. The neighbors are also concerned that the cost of the facility is being grossly underestimated which could affect the level of review needed to gain approval.

Mr. Clouette reported that at the Town Gown Meeting the issue was discussed and he emphasized to those present that the impact to the neighborhood and public safety issues of fire and odors are of paramount importance to the Council. There will be a public hearing process by both the Department of Environmental Protection and the Department of Public Safety. Ms. Koehn asked that the Town Council and the public be made aware of these opportunities.

V. PUBLIC HEARING

1. Proposed Amendments to the Mansfield Housing Code

Mike Sikoski, 135 Wildwood Road, commented he thinks the inspection program impedes the availability of moderate family housing in Town, and predicted last year when the program was first implemented that it would expand. He feels there is no need for this department as many of the functions could be handled by others. Mr. Sikoski also suggested strict enforcement of other Town ordinances would limit student disruption in the neighborhoods.

Michael Quarto, 45 Old Turnpike Road, commented on the hardship the proposed plan places on long-term renters both financially and personally. If it is an issue of safety, he suggested that all residents of the Town be subject to the inspection process. He questioned why the large apartments in the southern part of the Town are not being inspected and why all apartments need to have their septic system pumped out every two years regardless of use.

Mr. Clouette inquired whether or not there could be a way to limit inspections to when there is a change in renters, thereby limiting the interruptions of lives. Staff was asked to take the comments from the public under advisement and to provide language for the proposed amendments for the next meeting.

The public hearing was closed at 8:10 p.m.

VI. OLD BUSINESS

2. Mansfield Housing Code, Expansion of Rental Certification Zone

Mr. Clouette moved and Mr. Schaefer seconded to table the issue to the next regular meeting of the Town Council. Motion passed unanimously.

3. Community/Campus Relations

In the discussion of the University of Connecticut Spring Weekend 2007 Report, Ms. Koehn requested an additional accounting of all associated municipal, university and state cost. Mr. Clouette commented that the Council should have a discussion on the need and value of such an accounting prior to asking staff to do so. Member agreed that the issue would be placed on the next agenda.

4. Community Water and Wastewater Issues

No action.

Deputy Mayor Haddad requested that Item 8 be moved as the next order of business. A motion to do so was made by Mr. Clouette, seconded by Ms. Duffy and passed by all.

5. Issues Regarding the UConn Landfill

No action

6. Grant Accountant Position

Mr. Schaefer moved and Ms. Blair seconded, to increase the existing part-time accountant position to full-time, resulting in a staffing level of two full-time accountants (2.0 FTE) within the Department of Finance effective January 1, 2008.

Both the Finance Committee and the Personnel Committee have reviewed and support the proposed position.

Motion passed unanimously.

7. Stone Mill Road/Laurel Lane Bridges

Mr. Hawkins moved and Mr. Paulhus seconded to approve the following resolutions:

Replacement of the Stone Mill Road Bridge.

WHEREAS, the Town of Mansfield has published a legal notice display ad, mailed a news release to a number of officials and agencies, and mailed a formal letter to abutting property owners, announcing a public informational meeting for the proposed Replacement of the Stone Mill Road Bridge, Project #77-213 and

WHEREAS, a public informational meeting was held on October 22, 2007 at the Town office building from 7:30 p.m. to 8:15 p.m. at which meeting residents had an opportunity to voice their concerns and

WHEREAS, the Windham Region Council of Governments has selected this project as a regional priority and has agreed to utilize federal funds for right-of-way and construction activities; and

WHEREAS, the Mansfield Town Council has considered the concerns of the residents from the public informational meeting and finds that the proposed Stone Mill Bridge replacement project is in the best interest of the Town of Mansfield and will promote the health, safety and general welfare of its residents and provide for convenience and safety of the motoring public.

WHEREAS the Town of Mansfield, based on the above information, and by virtue of this resolution, hereby fully supports the proposed project and authorizes its proceeding through the design stage.

Replacement of the Laurel Lane Bridge.

WHEREAS, the Town of Mansfield has published a legal notice display ad, mailed a news release to a number of officials and agencies, and mailed a formal letter to abutting property owners, announcing a public informational meeting for the proposed Replacement of the Laurel Lane Bridge, Project #77-214 and

WHEREAS, a public informational meeting was held on October 22, 2007 at the Town office building from 7:30 p.m. to 8:15 p.m. at which meeting residents had an opportunity to voice their concerns and

WHEREAS, the Windham Region Council of Governments has selected this project as a regional priority and has agreed to utilize federal funds for right-of-way and construction activities; and

WHEREAS, the Mansfield Town Council has considered the concerns of the residents from the public informational meeting and finds that the proposed Laurel Lane I Bridge replacement project is in the best interest of the Town of Mansfield and will promote the health, safety and general welfare of its residents and provide for convenience and safety of the motoring public.

WHEREAS the Town of Mansfield, based on the above information, and by virtue of this resolution, hereby fully supports the proposed project and authorizes its proceeding through the design stage.

The motion to approve passed unanimously.

VII. NEW BUSINESS

8. Proclamation in Honor of Alan R. Hawkins

Mr. Schaefer moved and Ms. Blair seconded, effective November 13, 2007, to authorize the Mayor to issue the attached Proclamation in Honor of Alan R. Hawkins.

Motion passed unanimously.

Deputy Mayor Haddad asked the members of the Town Council to join him in the reading of the proclamation in honor of Council Member, Alan Hawkins.

Mr. Hawkins thanked his fellow Council members and stated his time on the Council was enjoyable, thought provoking and fulfilling. He has admired the Council's ability to discuss a variety of issues and come to consensus decisions. Mr. Hawkins thanked his wife for all her support and help. He could not have done all of it without her. He also thanked his daughter for pitching in at home when he was not able to be there.

Town Manager, Matt Hart, on behalf of the entire staff thanked Mr. Hawkins for his work, commenting that he was a model Councilperson always prepared and thoughtful. Mr. Hart also thanked Mr. Hawkins personally for his support and guidance noting that he has learned much from him.

9. Local Capacity Building Grant

Ms. Blair moved and Ms. Koehn seconded, effective November 13, 2007, to authorize the Town Manager, Matthew W. Hart, to submit an application to the Early Childhood Education Cabinet and the William Casper Graustein Memorial Fund for grant funding.

Motion passed unanimously.

VIII. QUARTERLY REPORTS

IX. DEPARTMENTAL AND COMMITTEE REPORTS

In response to a question from Ms. Koehn, Mr. Clouette relayed the information that was presented at the Town/Gown meeting regarding financing for the 1A building. The goal is to keep the rents in the new building low for the existing tenants. A number of ideas have been suggested including some possible ways for the Town to assist. Members asked if there might be ways to help that would specifically benefit the existing tenants. It was agreed the issue would be an item on a future agenda.

X. REPORTS OF COUNCIL COMMITTEES

Mr. Schaefer reported the Finance Committee met and reviewed the Quarterly Report, which will be presented to the entire Council in the next packet. They also received new financial information on the Community Center, which they will review at their next meeting.

Mr. Haddad reported the Personnel Committee met recently to discuss issues surrounding the subject of tonight's executive session

Mr. Clouette reported that Rebecca Fields from the Housing Authority will meet with Tom Callahan from the University to discuss the issue of graduate student housing and the Mansfield Housing Authority.

XI. REPORTS OF COUNCIL MEMBERS

Mr. Hawkins reported on a meeting of CCM's Public Safety and Homeland Security Subcommittee where the importance of fire training was discussed.

Mr. Paulhus and Mayor Paterson attended the Veteran's lunch at the Senior Center.

Ms. Koehn reported the Clean Energy Team is looking for 20 families to participate in home energy audits. The Committee is subsidizing and promoting the program. The cost for the audit is \$75.00; the usual cost is \$200.00.

The Strategic Planning Committee is still looking for volunteers, especially younger citizens.

XII. TOWN MANAGER'S REPORT

Attached

Maria Capriola, Assistant to the Town Manager, thanked Sara-Ann Chaine and member of the Recreation Department for all their work on the reception for UConn President Hogan.

XIII. FUTURE AGENDAS

Mr. Clouette met with Town Planner, Greg Padick, PZC Chair, Rudy Favretti and Town Manager, Matt Hart to discuss a task force on housing issues. Due to the advent of a Strategic Planning Process and the increase on the staff workload it was suggested that this initiative be postponed. The issue will be discussed at a future meeting.

XIV. PETITIONS, REQUEST AND COMMUNICATIONS

10. CCM re: (1) Initial Survey Responses for Top Ten Municipalities Most Impacted by School Construction Bonding Impasse, (2) Town-by Town Update on School Construction Payments Past Due for August, September and Due in October
11. CCM Legislative Update re: DECD Regional Forums on the Connecticut Economy
12. CCM Legislative Update: re State Bonding Compromise Passed
13. Community Uconnections "Supportive Girl Talk" Provides Summer Fun

14. Hartford Courant Farmlands Forever - 10-08-2007
15. League of Women Voters of Connecticut 2007 Fall Conferences
16. Proposal for the UConn Compost Technology Center
17. Registrar of Voters re: Voting District 1
18. State of Connecticut Department of Education re: New Requirement to Publicly Bid Contracts for School Construction Architectural or Construction Management Services
19. M. Jodi Rell re: Emergency Operations Plan

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

Motion passed.

XV. EXECUTIVE SESSION

Personnel – Performance Review
Included: None

Water and Waste Water - Discussion of Proposed Contractual Matter
Included: Maria Capriola, Assistant to the Town Manager and Director of Finance, Jeffrey Smith.

XVI. ADJOURNMENT

Ms. Blair moved and Mr. Paulhus seconded to adjourn the meeting.

Motion passed unanimously.

Gregory Haddad, Deputy Mayor

Mary Stanton, Town Clerk

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SPECIAL ORGANIZATIONAL MEETING-MANSFIELD TOWN COUNCIL
NOVEMBER 19, 2007

At 8:10 p.m. Town Clerk Mary Stanton called the Special Organizational Meeting of the Mansfield Town Council to order in the Town Clerks office.

I. OATH OF OFFICE

The Town Clerk administered the Oath of Office to the Town Council. The new Town Council members are Ms. Blair, Mr. Clouette, Ms. Duffy, Mr. Haddad, Ms. Koehn, Mr. Nesbitt, Ms. Paterson, Mr. Paulhus and Mr. Schaefer

II. SELECTION OF THE MAYOR

The Town Clerk requested nominations for Mayor.

Mr. Schaefer placed Elizabeth Paterson's name in nomination to serve as Mayor.

The Town Clerk asked for additional nominations, hearing none Ms. Paterson was elected Mayor.

Mayor Paterson assumed the Chair of the Meeting.

III. APPOINTMENT OF DEPUTY MAYOR

Mayor Paterson appointed Mr. Gregory Haddad as Deputy Mayor.

IV. MEETINGS

A. Time and Place of Regular meeting

Mr. Paulhus moved and Mr. Haddad seconded to adopt the following resolution:

RESOLVED: pursuant to Section 302 of the Town Charter, the Town Council shall meet regularly on the second and fourth Mondays of every month at 7:30 p.m. in the Council Chamber of the Mansfield Municipal Building commencing on November 26, 2007.

So passed unanimously.

B. Special Meetings

Mr. Nesbitt moved and Mr. Haddad seconded to adopt the following resolution:

RESOLVED: Pursuant to Section 302 of the Town Charter, Special meetings of the Town Council may be called by the Mayor, or upon written request of at least three members of the Council, filed with the Town Clerk not less than 24 hours (excluding Saturday, Sunday, legal holidays and any day on which the office is closed) in advance of such meeting which must specify the date and time. The Town Clerk shall post a notice in the office of the Town Clerk indicating the time, place and business to be transacted, and copies of this notice shall be served personally upon each Council member and the Town Manager or left at their usual place of abode at least 24 hours prior thereto.

So passed unanimously.

C. Emergency Meetings

Ms. Duffy moved and Mr. Clouette seconded to adopt the following resolution:

RESOLVED: That the Mayor, or the Town Manger, as Director of Public Safety, may call a special meeting in case of an emergency with two hours notice given to Council members in the manner specified above, without complying with the posting of the notice requirement, but a copy of the minutes of every such emergency special meeting shall be filed with the Town Clerk not later than 72 hours following the holding of such meeting in accordance with the Freedom of Information Law.

So passed unanimously.

D. Rules of Procedures

Mr. Clouette moved and Mr. Paulhus seconded to adopt the following resolution:

RESOLVED: In accordance with Section 302 of the Charter, that the Mansfield Town Council shall, from time to time, adopt special rules for procedure. In all cases not covered by said special rules, the Council shall proceed in accordance with "Robert's Rules of Parliamentary Procedure, Newly Revised."

So passed unanimously.

V. COMMITTEE APPOINTMENTS

The Mayor made the following Committee appointments:
Finance Committee- Mr. Schaefer (chair), Ms. Blair and Mr. Clouette
Personnel Committee – Mr. Haddad (chair), Ms. Koehn and Mr. Paulhus
Committee on Committees – Mr. Clouette (chair), Ms. Duffy and Mr. Nesbitt

VI. SELECTION OF TOWN ATTORNEY

Mr. Haddad moved and Ms. Koehn seconded to reappoint Attorney Dennis O'Brien as Town Counsel.

So passed unanimously.

VII. ADJOURNMENT

At 8:25 p.m. Mr. Paulhus moved, and Mr. Clouette seconded, to adjourn the meeting.

So passed unanimously.

Elizabeth Paterson, Mayor

Mary Stanton, Town Clerk

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**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MH*
CC: Maria Capriola, Assistant to Town Manager; Mike Ninteau, Director of Building and Housing Inspection
Date: November 26, 2007
Re: Mansfield Housing Code, Expansion of Rental Certification Zone

Subject Matter/Background

As you know, staff has presented two options to expand the rental certification zone under the Mansfield Housing Code. Staff has endorsed expanding the rental certification zone to include both Option A and Option B.

At the November 13, 2007 meeting, the Town Council conducted a public hearing regarding the proposed amendments to the Mansfield Housing Code and this item was tabled until the November 26, 2007 meeting. There were a number of issues that were raised at the public hearing and the ensuing discussion of this item by the Town Council. Staff would like to address each of those items in turn.

- 1) *Because the landlord passes on the inspection fee and other related costs to the tenant, the inspection program has an adverse impact on tenants, particularly for long-term tenants.*

Staff appreciates this argument but we have always assumed that the safety and other benefits realized by the inspection program justify the associated costs of the program and the financial impact upon the landlord and/or tenant. Looking at a hypothetical example, the cost of the two-year certificate is \$150 and the cost of pumping a 1,000 gallon septic tank is approximately \$200 (the cost for a 2,000 gallon tank is \$300). Under this hypothetical, the cost of the program over a two-year period would be approximately \$350 or ¢48 cents per day. If, as a result of an inspection, a landlord needs to make improvements to the property, the cost of program would be greater. Even in this situation, however, staff's opinion is that the safety and other benefits of the inspection program would justify the cost of compliance.

With respect to properties occupied by long-term tenants, the town could consider exempting these properties from the inspection program or conducting the inspection at no cost. Staff would not recommend either of these options. For one, if these types of properties were exempted, the tenant would lose the benefits of the inspection program. And, where you have a long-term tenancy, the conditions of a particularly property may have deteriorated over time. Second, staff believes that the option of inspecting long-term tenancies at no cost would not be equitable to other landlords.

Either option would also increase the cost of the overall program to the Town, although this additional cost would be hard to estimate.

Furthermore, under either of these options, it would be difficult to track long-term tenancies. There is no practical way to determine who has lived at a certain address and for how long. When adopting the housing code, we did discuss the pros and cons of conducting an inspection upon a change in tenancy. We decided against this method based upon the negative experiences of other communities that have attempted this approach. For example, this methodology was used in Norwich and failed because landlords did a poor job informing the town of a change in tenancy.

2) *For properties with long-term renters, is there a way to phase in the inspections based upon a change in tenancy?*

As explained above, staff would recommend against this option based upon the fact that the inspection program is designed to promote tenant safety and the conditions of a property occupied by a long-term tenant may very well have deteriorated over time. Also, it would be very challenging to track long-term tenancies.

3) *If the goal of the housing code and the inspection program is to promote safety, why not apply the inspection program town-wide?*

At staff's recommendation, the Town Council has made a conscious decision to implement the rental certification program in an incremental fashion, to ensure that the program will be successful. We have exceeded expectations and have received excellent compliance on the part of landlords and tenants, and fewer complaints than we had anticipated. Consequently, we are in a position where we could expand the rental certification zone without any addition to staff.

The proposed additions to the certification zone are designed to capture a majority of rental properties, particularly complexes and known single-family rentals. We estimate that the town has a total of 1,501 rental units. If the Town Council were to adopt options A and B, 1,132 or 75-percent of the units would be included within the inspection program. The major complexes that would remain outside the zone would consist of Colonial Apartments, Freedom Green and Eastbrook Heights. As we move forward, it might very well make sense for the Town Council to expand the inspection program to include the entire town. Expanding the inspection program to include the entire town would, however, necessitate additional staff resources.

Also, staff does want to emphasize that except for state-owned properties the housing code applies to the entire town with respect to complaints, and any residential tenant living anywhere in Mansfield has the ability seek remedies under the code. Residential tenants also enjoy the protection afforded by the building, fire and public health codes.

4) *Why are not the large apartment complexes included within the inspection program?*

All apartment complexes within the certification zone, unless they meet one of the exemptions listed in the code (state-owned, age restricted, new construction, etc.) are subject to the inspection program.

5) *Tenants, especially long-term tenants, are offended by inspectors coming into their homes.*

As a citizen, I appreciate a resident's concern for privacy. Again, however, I need to cite that a primary goal of the housing code and the inspection program is ensure tenant safety. Also, we are fortunate to have a talented, experienced staff administering the program. Staff is well trained and aware of the need to respect a tenant's privacy. In addition, there are several safeguards built into the code to protect privacy interests.

6) *Under the inspection program, is it necessary for the septic system to be cleaned every two years?*

When the housing code was initially considered, this provision was added at the direction of the Town Council and the two-year timeframe was recommended by our Director of Health. As stated earlier, the cost of pumping a 1,000 gallon septic tank is approximately \$200 and the estimate for a 2,000 gallon tank is \$300.

7) *The Town Council needs to be aware of the implications of the inspection program and to look at better ways to schedule inspections.*

Staff is not quite sure what is meant by the first phrase of this comment, but we assume that it could relate to budgetary considerations and/or privacy concerns, both of which we have addressed in this correspondence. With respect to "better ways to schedule inspections" the code provides a set of detailed procedures that govern how inspections are scheduled and conducted. If the Town Council were to adopt the proposed amendments to expand the certification zone, staff would first issue a letter of greeting to all landlords new to the program. We would then follow that letter with a notice instructing the landlord to contact the Building and Housing Inspection Department to schedule an inspection. This process has worked extremely well to date.

Financial Impact

As stated, staff believes that we could expand the rental certification zone without an increase to staffing levels. Option A would generate an additional \$14,850 in revenue and Option B would generate \$3,975.

Recommendation

As discussed in detail above, staff believes that it would be beneficial to the town and the landlord-tenant community to expand the rental certification zone to include both options A and B. To reiterate a few key points, by expanding the zone we would have direct access to more rental properties, particularly student rentals, and would be better able to ensure that these properties meet minimum safety standards. Furthermore, expanding the certification zone would enhance our ability to protect existing neighborhoods in several areas of town, including the Route 32 corridor.

For the reasons outlined in this memorandum, staff recommends that the Town Council amend the rental certification zone to include Options A and B as detailed in the attached map.

If the Town Council is ready to act at this time and supports this recommendation, the following motion is in order:

Move, effective November 26, 2007, to amend the map which is prescribed by section 901.1 of the Mansfield Housing Code and which outlines the boundaries of the Rental Certification Zone to include options A and B as detailed by the Director of Building and Housing Inspection in his correspondence dated October 17, 2007. Said amendment shall be effective 21 days after publication in a newspaper having circulation within the Town of Mansfield, and the amended map shall be attached as an appendix to said Housing Code.

Attachments

- 1) M. Ninteau re: Proposal for Certification Zone Expansion
- 2) List of affected properties
- 3) Map of proposed Rental Certification Zone

TOWN OF MANSFIELD
OFFICE OF BUILDING AND HOUSING INSPECTION



Michael E. Ninteau, CBO MCP, Director
Derek Debus, Housing Code Enforcement Officer
Brad Freeman, Code Enforcement Officer

AUDREY P. BECK BUILDING
FOUR SOUTH EAGLEVILLE ROAD
MANSFIELD, CT 06268

TEL. 860-487-4440
FAX 860-487-4443

Date: October 17, 2007

To: Matt Hart, Town Manager

From: Mike Ninteau, Director of Building and Housing Inspection

Re: Proposal for Certification Zone Expansion

Option A:

Expand the zone to include all properties within the existing zone and all additional properties east of the Willimantic River then along Mansfield City Road east to the junction of Browns Road east to the junction with Storrs Road and then northeast along Warrenton Road to the Ashford border. This includes both sides of the streets mentioned. (Please see map)

The expansion would include several properties that have student rentals and many single-family homes that have been converted to rentals, which are not presently within the Certification Zone. This zone includes Rock Ridge, Crystal Springs, White Oak (AKA College Park), Guilford Apartments, Woods Edge and Valley View Mobile Park. (Please see appendix A)

This plan would add approximately 198 properties to the Certification Zone generating additional revenue of \$14,850 annually.

We anticipate these inspections would take 3.6 months to complete at our current rate.

This would bring the total number of units within the Certification Zone to 1079.

Option B:

Expand the zone as in Option A but also include all of Stafford Road south to the Windham town line as well as all roads west of Stafford Road to the Willimantic River. This includes the properties on both sides of the streets affected. This would cover an area with older, deteriorating rental structures that are a cause for concern. Inspection would benefit the tenants and community as a whole. This zone would include Burkamp trailer park. (Please see map)

This plan would add approximately 53 properties to the Certification Zone resulting in an additional \$3,975 annually.

We anticipate these inspections (including option A) would take 4.6 months to complete at our current rate.

This would bring the total number of units within the zone to 1132.

Entire Town

It is estimated that the Town has a total of 1501 rental units. If Options A and B were implemented this would leave a remainder of 369 units. The major complexes remaining would include Colonial apartments, Freedom Green and Eastbrook Heights.

Increase of Inspection Frequency

The proposal to increase inspection frequency within the existing zone has been investigated. I am opposed to this proposal for the following reasons:

- The tenant will always have the option to request an inspection on a complaint basis
- Several of the complaints to date have come from outside of the Certification Zone. As of October 1, 2007 we have received 21 complaints from the original zone, 4 complaints from Zone A, 5 complaints from Zone B, and 4 complaints from the remainder of the Town. This indicates that these structures could benefit from periodic inspection.
- Non-students may find annual inspections to be overly invasive
- Landlords may rely on the Town to police their property and not apply a periodic maintenance schedule

Preferred Option and Rational

The department conducted 606 inspections within the first full year of operation. That equates to 53% of the total units within the existing zone. During the first quarter of this fiscal year we have inspected an additional 160 units. When combined, we have inspected 84% of the total units in the existing zone within that time frame.

This equates to approximately 54 units per month on average. (Only 11 months were used to calculate inspections during the first fiscal year due to initial Department set up.)

There are 121 units that have not been inspected within the current zone. If the current pace is maintained we will conclude inspection of all units within the original zone near the end of December 2007. If the workload remains steady this would allow the department to add approximately 378 units to the Certification Zone.

I do however consider that number overly aggressive due to the following; although we did not receive the level of complaints we had originally anticipated it is my belief with the addition of a university employee to advocate for off campus students and the increased knowledge by the public of this program that complaint numbers will increase. This rise has been indicated by our statistics within the past few months. We have also implemented blight patrols, which will require staff resources to implement. That notwithstanding, I calculate at current staffing levels we can inspect the 251 units within options A and B without jeopardizing the current high level of service provided. This action will add \$18,825 in revenue annually to the Town.

This is another step in the development of this program and I intend to reevaluate the status of our workload and propose additional increases in the future if time and staffing levels warrant. If the zone were expanded the entire new zone created would require approximately 21 months to complete. This would allow time for additional complaint investigation, blight duties and enforcement of other ordinances assigned to the department.

The program has run smoothly to date as a result of excellent cooperation by the public and hard work by my dedicated staff. I do not want to jeopardize our success by being overly aggressive regarding workload and am comfortable with this proposal.

RENTAL PROPERTIES
OPTION A AND B

<u>Street #</u>	<u>Street Address</u>	<u>Dwelling Units</u>	<u>Land Use</u>	<u>Complex</u>	<u>Notes</u>
11C	Anton Road	1	R550	Rockridge Condo	
201D	Baxter Road	1	R550	Rockridge Condo	
79	Browns Road	1	R510		
373	Browns Road	2	R520		
8	Buckingham Road	2	R520		
33	Chaffeeville Road	1	R510		
132	Chaffeeville Road	1	R510		
154	Chaffeeville Road	1	R510		
548	Chaffeeville Road	2	R520		
560	Chaffeeville Road	1	R510		
614	Chaffeeville Road	1	R510		
676	Chaffeeville Road	1	R540	326 Gurleyville Rd	
6	Cod Fish Falls	1	R510		
47	Cod Fish Falls	1	R510		
02B	College Park	1	R550	White Oak Condo	
02C	College Park	1	R550	White Oak Condo	
02D	College Park	1	R550	White Oak Condo	
03B	College Park	1	R550	White Oak Condo	
03D	College Park	1	R550	White Oak Condo	
05B	College Park	1	R550	White Oak Condo	
05C	College Park	1	R550	White Oak Condo	
05D	College Park	1	R550	White Oak Condo	
06C	College Park	1	R550	White Oak Condo	
06D	College Park	1	R550	White Oak Condo	
07A	College Park	1	R550	White Oak Condo	
07B	College Park	1	R550	White Oak Condo	
08B	College Park	1	R550	White Oak Condo	
09C	College Park	1	R550	White Oak Condo	
10A	College Park	1	R550	White Oak Condo	
10D	College Park	1	R550	White Oak Condo	
11A	College Park	1	R550	White Oak Condo	
11B	College Park	1	R550	White Oak Condo	
12B	College Park	1	R550	White Oak Condo	
14A	College Park	1	R550	White Oak Condo	
14B	College Park	1	R550	White Oak Condo	
14D	College Park	1	R550	White Oak Condo	
38A	Crystal Lane	1	R550	Crystal Springs	
50D	Crystal Lane	1	R550	Crystal Springs	
52C	Crystal Lane	1	R550	Crystal Springs	
60C	Crystal Lane	1	R550	Crystal Springs	
95	Depot Road	1	R510	91 Depot Road	
34	Dodd Road	1	R510		
77	Forest Road	6	R401	Guildford Apartments	
86	Forest Road	3	R530		
287	Gurleyville Road	1	C429		residential / retail
305	Gurleyville Road	1	R510		
326	Gurleyville Road	3	R540		
370	Gurleyville Road	1	R510		
519	Gurleyville Road	2	R520		
198	Hanks Hill Road	2	R515		

RENTAL PROPERTIES
OPTION A AND B

<u>Street #</u>	<u>Street Address</u>	<u>Dwelling Units</u>	<u>Land Use</u>	<u>Complex</u>	<u>Notes</u>
233	Hanks Hill Road	1	R510		
257	Hanks Hill Road	1	R510		
286	Hanks Hill Road	2	R520		
294	Hanks Hill Road	2	R520		
43	Higgins Highway	1	R510		
11	Ledgewood Drive	2	R515		
12	Ledgewood Drive	1	R510		
474	Mansfield City Road	1	R530	484 Mansfield City Rd	
484	Mansfield City Road	1	R530		
504	Mansfield City Road	1	R530	484 Mansfield City Rd	
519	Mansfield City Road	1	R510		
834	Mansfield City Road	1	R510		
986	Mansfield City Road	1	R510		
1008	Mansfield City Road	1	R510		
1035	Mansfield City Road	1	R510		
111	McCollum Road	5	R510 / R520		3 single, 1 two-family
3	Marrow Road	4	R540		
47	Middle Turnpike	1	R510		
51	Middle Turnpike	2	R520		
773	Middle Turnpike	1	R510		
799	Middle Turnpike	2	R520		
805	Middle Turnpike	2	R520		
171	Mt Hope Road	1	R510		
264	Mt Hope Road	32	R401	Woods Edge	
303	Mt Hope Road	1	R510		
21	Mulberry Road	1	R510		
38	Mulberry Road	1	R510		
295	Mulberry Road	1	R510		
307	Mulberry Road	1	R510		
331	Mulberry Road	2	R520		
342	Mulberry Road	1	R510		
85	Old Turnpike Road	3	R530		
33	Rockridge Road	1	R510		
64	Spring Manor Road	1	R510		
66	Spring Manor Road	1	R510		
3	Stafford Road	1	R510		
15	Stafford Road	1	R520		
17	Stafford Road	1	R520	15 Stafford Road	
21	Stafford Road	1	C447		office / residential
42	Stafford Road	3	R530		
81	Stafford Road	2	R520		
109	Stafford Road	1	R510		
114	Stafford Road	1	R510		
169	Stafford Road	1	R510		
248	Stafford Road	1	R510		
266	Stafford Road	1	R510		
285	Stafford Road	1	C429		residential / retail
297	Stafford Road	4	C401		LUC change 5/2/07
334	Stafford Road	1	R510		
386	Stafford Road	1	R510		

RENTAL PROPERTIES
OPTION A AND B

<u>Street #</u>	<u>Street Address</u>	<u>Dwelling Units</u>	<u>Land Use</u>	<u>Complex</u>	<u>Notes</u>
390	Stafford Road	2	R520		
405	Stafford Road	1	R510		
441	Stafford Road	1	R510		
442	Stafford Road	1	R510		
446	Stafford Road	1	R510	442 Stafford Road	
452	Stafford Road	1	C430		restaurant / apt.
456	Stafford Road	2	R520	442 Stafford Road	
460	Stafford Road	1	R510	442 Stafford Road	
466	Stafford Road	1	R560		1 ranch, 8 mobile
468	Stafford Road	0	R560	466 Stafford Road	
506	Stafford Road	2	R520		
506A	Stafford Road	1	R510	506 Stafford Road	
508	Stafford Road	2	R520	506 Stafford Road	
510	Stafford Road	1	R510	506 Stafford Road	
727	Stafford Road	2	R520		
735	Stafford Road	2	R520		
743	Stafford Road	2	R520		
961	Stafford Road	1	R510		
979	Stafford Road	1	R510		
1007	Stafford Road	1	R510		
1013	Stafford Road	2	R520		
1025	Stafford Road	1	R510		
1436	Stafford Road	2	R520		
1440	Stafford Road	2	R520		
1444	Stafford Road	2	R520		
1472	Stafford Road	2	R520		
1478	Stafford Road	2	R520		
1555	Stafford Road	5	C401		
1728	Stafford Road	1	R510		
18	Stonemill Road	1	R510		
614	Storrs Road	1	R510		
616	Storrs Road	1	R510		
626	Storrs Road	3	R530		
629	Storrs Road	2	R520		
642	Storrs Road	1	R510		
693	Storrs Road	1	R510		
735	Storrs Road	1	R510		
743	Storrs Road	1	R510		
762	Storrs Road	1	R510		
786	Storrs Road	1	R510		
806	Storrs Road	1	R510		
871	Storrs Road	1	R510		
29	Thornbush Road	1	R510		
414	Warrenville Road	4	R540		
895	Warrenville Road	4	R540		
973	Warrenville Road	2	R530	971 Warrenville	2 1-fam, main house
246	Woodland Road	1	R510		
286	Woodland Road	1	R510		
423	Wormwood Hill Road	2	R520		
603	Wormwood Hill Road	3	R530		3 single-family homes

RENTAL PROPERTIES
OPTION A AND B

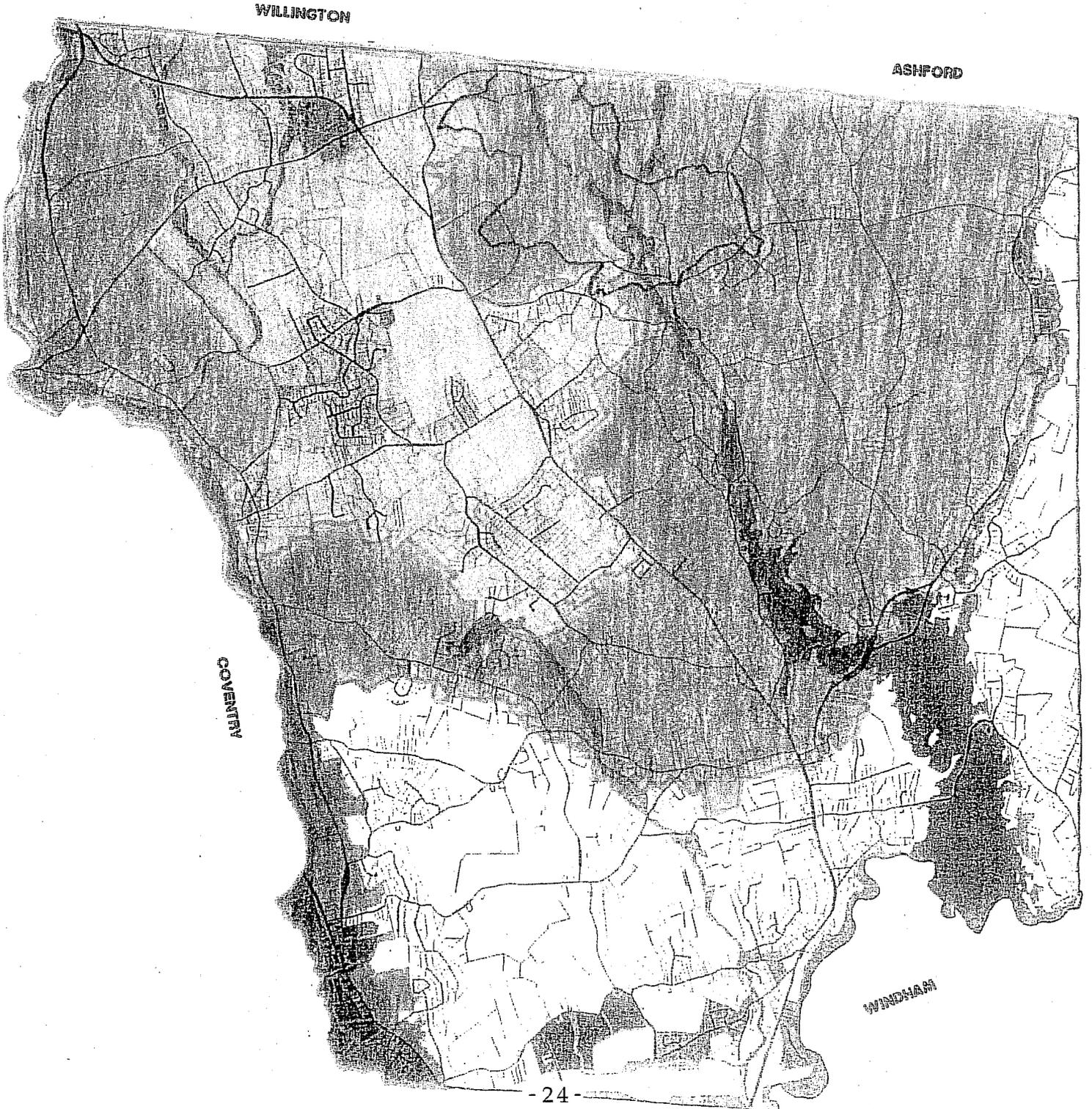
<u>Street #</u>	<u>Street Address</u>	<u>Dwelling Units</u>	<u>Land Use</u>	<u>Complex</u>	<u>Notes</u>
609	Wormwood Hill Road	0	R530	603 Wormwood Hill	
	TOTAL UNITS	<u>246</u>			

CERTIFICATION ZONE EXPANSION PROPOSAL

FOR THE TOWN OF MANSFIELD

Map d. 10-17-07

-  CURRENT ZONE
-  OPTION A
-  OPTION B





**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MattH*
CC: Maria Capriola, Assistant to Town Manager; Robert Miller, Director of Health,
John Jackman, Deputy Chief/Director of Emergency Management
Date: November 26, 2007
Re: Presentation on Pandemic Flu Preparedness

Subject Matter/Background

In response to Council inquiries regarding local planning and preparedness for a possible Influenza Pandemic, the Eastern Highlands Health District and the Mansfield Emergency Management Director will make a presentation regarding local Influenza Pandemic preparedness, while relating it to an 'All Hazards' approach. The presentation, in summary, will outline components of the all hazard Public Health Emergency Response Plan, outline components on the hazard specific Pandemic Influenza Response Plan annex, and update the Council on current all hazard and hazard specific 'PanFlu' planning. Handouts will be distributed at the time of the presentation.

**PAGE
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Item #5



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *M.H.*
CC: Maria Capriola, Assistant to Town Manager; Jeffrey Smith, Director of Finance; Cherie Trahan, Controller/Treasurer
Date: November 26, 2007
Re: Financial Statements Dated September 30, 2007

Subject Matter/Background

The Finance Committee reviewed the financial statements at its meeting on November 13, 2007, and voted to recommend that the Town Council accept the statements as presented.

Recommendation

Staff recommends that the Town Council accept the Finance Committee's recommendation.

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

Move, effective November 26, 2007, to accept the Financial Statements dated September 30, 2007, as presented by staff.

Attachments

1) Financial Reports Dated September 30, 2007

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Town of Mansfield

Memorandum

*To: Mansfield Town Council
Mansfield Board of Education*
From: Jeffrey H. Smith, Director of Finance
Date: October 22, 2007
Subject: September 30, 2007 Quarterly Report

Attached please find the first quarter financial report for the quarter ending September 30, 2007.

JHS:cat

Attachment

OVERVIEW

GENERAL FUND BUDGET

REVENUES:

Tax Collections

The total collection rate through September 30, 2007 is 96.8% as compared to 96.4% at September 2006. Real estate collections, which account for approximately 85% of the levy, are 98.2% as compared to 97.9%. Collections in motor vehicles are at 88.4% as compared to 88.0% at September 2006.

Licenses and Permits

Conveyance taxes received for the period were \$55,013 or 21.6% of the annual budget. Building permits received were \$60,840 or 20.8% of the budget.

Federal Support for General Government

No change from the budget.

State Support for Education

The ECS Grant was budgeted at \$9,222,950. August estimates from the State are \$9,646,242 or \$423,292 more than budgeted. The Transportation Grant was budgeted at \$269,620 and current State estimate is \$270,581 or \$961 more than budgeted.

State Support for General Government

The pilot grant is by far the largest single grant within this category. The grant payment by the State is \$8,028,051 or \$221,691 more than the budget of \$7,806,360.

Charges for Services

Charges for services are primarily fixed by contract and will be received during the year. The primary exceptions are: Recording, where we have received \$19,384 or 25.8% of budget, and Police Services.

Fines and Forfeitures

No change from budget.

Miscellaneous

This area is primarily interest income and the telecommunications service payment. Total interest income through September 30, 2007 is \$145,853 as compared to \$159,713 for the same period last year. STIF interest rate for September 2007 was 5.142% as compared to 5.375% in September 2006. The amount of the telecommunications payment from the telephone company is not known at this point.

GENERAL FUND BUDGET - EXPENDITURES

Town Expenditures

We are not aware of any significant problems in General Fund expenditures at this point in time. However, it should be noted that the Health Insurance Fund continues to lose money. This will have a serious impact upon the 2008/09 budget.

Board Expenditures

At this time, it appears that Special Education could be significantly under budget due to a reduction in out-placed students. However, keep in mind, it is still very early in the year.

DAY CARE FUND

The Day Care Fund ended the period with expenditures exceeding revenues by \$52,563. Fund balance at July 1, 2007 of \$279,986 decreased to \$227,423. The UConn subsidy of \$78,500 has not been received to date.

CAFETERIA FUND

Expenditures exceeded revenues by \$26,934 for the period. Fund balance at July 1, 2007 decreased from \$80,216 to \$53,202 at September 30, 2007. The cost of food has increased substantially.

RECREATION PROGRAM FUND

The Recreation Program Fund ended the period with revenues exceeding expenditures by \$27,917. Fund Balance increased from (\$101,538) to (\$73,621). This includes the Town subsidy for Bicentennial Pond and the Teen Center but not fee waivers. We discovered in October that salaries for the day camp were not included in the adopted budget. Those salaries

were estimated at \$72,000. With their inclusion the anticipated deficit in the Fund increases from (\$62,934) to (\$134,934).

CAPITAL NONRECURRING FUND

The estimated Pequot/Mohegan Grant is \$385,429 or \$619,523 less than budget. We have discussed this with our State Representative and are looking for ways to increase our share of the grant.

DEBT SERVICE FUND

Fund Balance increased from \$59 on July 1, 2007 to \$600,059 at September 30, 2007. Based upon our current debt plan, debt service contributions from the General Fund will not rise above \$590,000 per year through 2012/2013 and the CNR Fund will contribute another \$550,000 through FY 2011/2012. The plan does not take into consideration any additional debt offerings. Because of the dramatic decreases in Pequot funding, the additional funds for debt service from the CNR Fund should be revisited.

ENTERPRISE/INTERNAL SERVICE FUNDS

Solid Waste Fund

Retained Earnings has decreased from \$76,584 at July 1, 2007 to \$66,715 at September 30, 2007.

Health Insurance Fund

Expenditures were more than revenues for the period by \$146,437. Retained Earnings decreased from \$687,940 at July 1, 2007 to \$541,503 at September 30, 2007. Our claim's experience for the past three months is an average of \$530,325 per month, up \$98,315 over the same period last year.

Worker's Compensation Fund

Operating revenues exceeded expenditures by \$325,689 for the first quarter. Retained Earnings increased from (\$1,596) to \$324,093 at September 30, 2007. This will gradually decrease as premiums are paid throughout the year.

Management Services Fund

Management Services Fund revenues through September 30, 2007 exceeded expenditures by \$1,315,732. Fund Balance increased from \$1,533,715 at July 1, 2007 to \$2,849,447 at

September 30, 2007. We have financed approximately \$704,310 worth of energy projects with Siemens Corporation which will need to be amortized over the next five years through this fund.

CEMETERY FUND

Retained earnings in the Cemetery Fund decreased from \$345,692 at July 1, 2007 to \$343,781 at September 30, 2007. The primary reason for this is the cost of mowing services.

LONG TERM INVESTMENT POOL

The pool experienced an \$12,263 increase in the market value of its portfolio for the period July 1, 2007 to September 30, 2007.

EASTERN HIGHLANDS HEALTH DISTRICT

Operating revenues exceeded expenditures by \$148,817 through the first quarter. The annual State Per Capita grant of \$172,905 has been received. Fund Balance increased from \$272,094 to \$420,911. A transfer to the EHHD CNR Fund of \$2,000 was made per the budget.

MANSFIELD DOWNTOWN PARTNERSHIP

Operating revenues exceeded expenditures by \$86,803 through September 30, 2007, and Fund Balance increased from \$18,815 to \$105,618.

TOWN OF MANSFIELD
 TRIAL BALANCE - GAAP BASIS
 September 30, 2007

<u>GENERAL FUND</u>	<u>DEBIT</u>	<u>CREDIT</u>
Cash Equivalent Investments	\$ 5,962,340	
Working Cash Fund	4,150	
Accounts Receivable	20,557	
Taxes Receivable - Current	9,919,358	
Taxes Receivable - Delinquent	398,407	
Due from Other Funds	1,044,458	
Accounts and Other Payables		136,143
Refundable Deposits		425,010
Due to Other Funds		262,736
Deferred Revenue - Taxes		10,191,076
Encumbrances Payable - Prior Year		126,765
Liquidation - Prior Year Encumbrances	53,349	
Fund Balance - Undesignated		1,775,125
Actual Expenditures	7,706,935	
Actual Revenues		12,192,699
	<u>\$ 25,109,554</u>	<u>\$ 25,109,554</u>

DAYCARE COMBINED PROGRAM
 COMPARATIVE STATEMENT OF REVENUES AND EXPENDITURES
 AND CHANGES IN FUND BALANCE
 FOR THE PERIOD ENDED SEPTEMBER 30, 2007
 (with comparative totals for September 30, 2006)

	BUDGET	September 30,	
	2007/08	2007	2006
REVENUES:			
Intergovernmental - Nat'l. School Lunch	\$ 26,000	\$ 10,026	\$ 5,229
Intergovernmental - Day Care Grant	244,350	28,961	67,351
School Readiness Program	66,900	9,950	5,275
UConn	78,500		
Fees	719,000	157,513	178,891
Subsidies	22,000	9,603	8,811
Total Revenues	1,156,750	216,053	265,557
EXPENDITURES:			
Administrative	221,170	51,814	61,780
Direct Program	816,460	190,588	173,584
Purchased Property Services	16,250	10,390	560
Repairs & Maintenance	6,500	552	1,227
Insurance	5,200	(3,093)	
Other Purchased Services	10,000	7,115	4,822
Food Service Supplies	30,900	7,932	9,073
Energy	28,500		6,588
Supplies & Miscellaneous	19,350	3,318	8,376
Equipment	1,500		25,000
Total Expenditures	1,155,830	268,616	291,010
EXCESS/(DEFICIENCY)	920	(52,563)	(25,453)
FUND BALANCE, JULY 1		279,986	239,015
FUND BALANCE, END OF PERIOD	\$ 920	\$ 227,423	\$ 213,562

MANSFIELD BOARD OF EDUCATION
CAFETERIA FUND
BALANCE SHEET
AS OF SEPTEMBER 30, 2007
(with comparative totals for September 30, 2006)

	September 30,	
	2007	2006
<u>Assets</u>		
Cash	\$ 47,981	\$ 36,640
Inventory	13,572	7,727
Total Assets	\$ 61,553	\$ 44,367
<u>Liabilities and Fund Balances</u>		
<u>Liabilities</u>		
Due to Internal Service Fund	\$ 8,271	\$ -
Total Liabilities	8,271	-
<u>Fund Balance</u>		
Fund Balance:		
Unreserved, undesignated	53,282	44,367
Total Fund Balance	53,282	44,367
Total Liabilities and Fund Balance	\$ 61,553	\$ 44,367

MANSFIELD BOARD OF EDUCATION
CAFETERIA FUND
COMPARATIVE STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE
FOR THE PERIOD ENDED SEPTEMBER 30, 2007
(with comparative totals for September 30, 2006)

	September 30,	
	2007	2006
Operating Revenues:		
Intergovernmental	\$ -	\$ 11,197
Sales of Food	94,912	85,001
Other	100	
Total Operating Revenues	95,012	96,198
Other Financing:		
Transfers In - General Fund Board	20,000	
Total Revenues & Other Financing	115,012	96,198
Operating Expenditures:		
Salaries & Wages	102,469	96,439
Food & Supplies	35,966	29,079
Professional and Technical	2,500	2,500
Equipment Repairs & Contracts	1,011	
Total Operating Expenditures	141,946	128,018
Excess/(Deficiency)	(26,934)	(31,820)
Fund Balance, July 1	80,216	76,187
Fund Balance, End of Period	\$ 53,282	\$ 44,367

FUND 260 - RECREATION PROGRAM
CONSOLIDATED
REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
ROLL FORWARD FOR 2007/08
AS OF SEPTEMBER 30, 2007

	2002/03 Actual	2003/04 Actual	2004/05 Actual	2005/06 Actual	2006/07 Actual	2007/08 Budget	Sept 30 Actual
REVENUES:							
Membership Fees	\$ -	\$ 857,008	\$ 909,202	\$ 935,336	\$ 944,089	\$ 925,000	\$ 185,367
Employee Wellness	-	-	6,000	2,250	5,145	5,000	-
Bicentennial Pond Fees	940	3,840	34	800	3,034	2,750	527
Sale of Food	-	2,984	2,929	4,177	4,807	4,500	2,282
Advertising Income	-	12,815	2,332	14,664	12,692	21,000	9,160
Program Fees	307,960	387,682	569,756	537,111	540,410	560,500	293,021
Daily Admission Fees	-	35,873	51,268	52,364	53,563	52,380	11,875
Fee Waivers	-	-	50,000	77,649	75,000	85,000	-
Sale of Merchandise	-	-	3,045	11,203	18,071	20,500	2,628
Rent	-	-	7,350	-	-	-	-
Rent - E.O. Smith	-	-	11,525	6,500	4,550	12,500	-
Rent - Facilities/Parties	-	8,960	14,760	24,410	15,727	30,600	1,959
Contributions	38,082	31,617	23,667	27,080	17,973	17,500	5,320
Other	-	691	1,767	243	(247)	-	(13)
Total Revenues	346,982	1,341,470	1,653,635	1,693,787	1,694,814	1,737,230	512,126
OPERATING TRANSFERS:							
General Fund - Bicent. Pond	72,500	64,500	25,000	25,000	-	-	-
General Fund - Teen Center	-	-	10,000	10,000	-	-	-
CNR Fund - Bicent. Pond	-	-	-	-	26,200	25,000	25,000
CNR Fund - Teen Center	65,000	119,130	80,000	40,000	13,800	25,000	25,000
Total Rev. & Op Trans	484,482	1,525,100	1,768,635	1,768,787	1,734,814	1,787,230	562,126
EXPENDITURES:							
Salaries & Wages	243,277	844,503	1,089,173	1,034,348	1,089,447	1,056,401	305,048
Benefits	5,330	8,152	165,914	146,107	139,800	147,430	21,131
Professional & Technical	59,016	74,002	111,776	118,381	148,510	101,533	42,615
Purchased Property Services	30,323	2,188	8,489	15,468	24,109	14,750	12,321
Repairs & Maintenance	-	6,300	9,377	16,119	24,795	26,000	6,232
Other Purchased Services/Rentals	51,420	193,649	166,864	201,664	192,758	196,800	114,040
Other Supplies	49,680	70,916	34,661	33,779	34,870	39,185	7,685
Energy	98	121,876	119,574	150,121	159,199	176,750	-
Building Supplies	-	24,388	50,333	46,269	43,750	46,500	2,110
Recreation Supplies	180	37,426	73,948	53,804	51,108	44,815	23,027
Capital Projects	-	-	10,000	-	9,850	-	-
Total Expenditures	439,324	1,383,400	1,840,109	1,816,060	1,918,196	1,850,164	534,209
EXCESS/DEFICIENCY	45,158	141,700	(71,474)	(47,273)	(183,382)	(62,934)	27,917
FUND BALANCE, JULY1	13,733	58,891	200,591	129,117	81,844	(101,538)	(101,538)
FUND BALANCE, End of Period	\$ 58,891	\$ 200,591	\$ 129,117	\$ 81,844	\$ (101,538)	\$ (164,472)	\$ (73,621)

FUND 260 - RECREATION PROGRAM
ACTIVITY 44102 - COMMUNITY CENTER
REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
ROLL FORWARD FOR 2007/08
AS OF SEPTEMBER 30, 2007

	2002/03 Actual	2003/04 Actual	2004/05 Actual	2005/06 Actual	2006/07 Actual	2007/08 Budget	Sept. 30 Actual
REVENUES:							
Membership Fees	\$ -	\$ 857,008	\$ 909,202	\$ 935,336	\$ 944,089	\$ 925,000	\$ 185,367
Employee Wellness			6,000	2,250	5,145	5,000	
Bicentennial Pond Fees							
Sale of Food		2,984	2,929	4,177	4,807	4,500	2,282
Advertising Income		7,533	836	14,241	2,908	16,500	2,712
Program Fees		112,759	208,507	284,504	326,812	327,049	135,982
Daily Admission Fees		35,873	49,901	50,142	53,453	50,180	10,464
Fee Waivers			50,000	54,219	51,340	53,070	
Sale of Merchandise			3,045	5,522	7,469	10,500	2,576
Rent			7,350				
Rent - E.O. Smith			11,525	6,500	4,550	12,500	
Rent - Facilities/Parties		8,619	14,841	23,855	15,589	30,400	1,839
Contributions	27,956	28,653	13,247	25,127	14,008	14,250	5,000
Other		691	1,767	243	(247)		(13)
Total Revenues	27,956	1,054,120	1,279,150	1,406,116	1,429,923	1,448,949	346,209
OPERATING TRANSFERS:							
General Fund - Bicent. Pond							
General Fund - Teen Center			10,000	10,000			
CNR Fund - Bicent. Pond							
CNR Fund - Teen Center	65,000	119,130	80,000	40,000	13,800	25,000	25,000
Total Rev. & Op Trans	92,956	1,173,250	1,369,150	1,456,116	1,443,723	1,473,949	371,209
EXPENDITURES:							
Salaries & Wages	4,223	592,860	703,713	824,422	879,798	894,856	189,700
Benefits		6,152	137,756	112,988	110,202	114,160	20,931
Professional & Technical	25567	31,510	64,109	82,306	103,151	67,733	25,262
Purchased Property Services		2,188	8,489	15,468	24,109	14,750	12,321
Repairs & Maintenance		6,300	9,377	16,119	24,795	26,000	6,232
Other Purchased Services/Rentals	51,420	161,118	131,338	164,853	160,991	156,200	85,493
Other Supplies		15,912	32,207	25,558	25,600	27,510	4,477
Energy	98	121,876	119,574	150,121	159,199	176,750	
Building Supplies		24,388	49,985	46,269	43,750	46,500	2,110
Recreation Supplies	180	37,426	20,972	17,455	24,120	25,990	5,589
Capital Projects			10,000		9,850		
Total Expenditures	81,488	999,730	1,287,520	1,455,559	1,565,565	1,550,449	352,115
EXCESS/DEFICIENCY	11,468	173,520	81,630	557	(121,842)	(76,500)	19,094
FUND BALANCE, JULY1		11,468	184,988	266,618	267,175	145,333	145,333
FUND BALANCE, End of Period	\$ 11,468	\$ 184,988	\$ 266,618	\$ 267,175	\$ 145,333	\$ 68,833	\$ 164,427

FUND 260 - RECREATION PROGRAM
 ALL OTHER ACTIVITIES
 REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
 ROLL FORWARD FOR 2007/08
 AS OF SEPTEMBER 30, 2007

	2002/03 Actual	2003/04 Actual	2004/05 Actual	2005/06 Actual	2006/07 Actual	2007/08 Budget	Sept. 30 Actual
REVENUES:							
Membership Fees							
Employee Wellness							
Bicentennial Pond Fees	\$ 940	\$ 3,840	\$ 34	\$ 800	\$ 3,034	\$ 2,750	\$ 527
Sale of Food							
Advertising Income		5,282	1,496	423	9,784	4,500	6,448
Program Fees	307,960	274,923	361,249	252,607	213,598	233,451	157,039
Daily Admission Fees			1,367	2,222	110	2,200	1,411
Fee Waivers				23,430	23,660	31,930	
Sale of Merchandise				5,681	10,602	10,000	52
Rent							
Rent - E.O. Smith							
Rent - Facilities/Parties		341	(81)	555	138	200	120
Contributions	10,126	2,964	10,420	1,953	3,965	3,250	320
Other							
Total Revenues	319,026	287,350	374,485	287,671	264,891	288,281	165,917
OPERATING TRANSFERS:							
General Fund - Bicent. Pond	72,500	64,500	25,000	25,000			
General Fund - Teen Center							
CNR Fund - Bicent. Pond					26,200	25,000	25,000
CNR Fund - Teen Center							
Total Rev. & Op Trans	391,526	351,850	399,485	312,671	291,091	313,281	190,917
EXPENDITURES:							
Salaries & Wages	239,054	251,643	385,460	209,926	209,649	161,545	115,348
Benefits	5,330	2,000	28,158	33,119	29,598	33,270	200
Professional & Technical	33,449	42,492	47,667	36,075	45,359	33,800	17,353
Purchased Property Services	30,323						
Repairs & Maintenance							
Other Purchased Services/Rentals		32,531	35,526	36,811	31,767	40,600	28,547
Other Supplies	49,680	55,004	2,454	8,221	9,270	11,675	3,208
Energy							
Building Supplies			348				
Recreation Supplies			52,976	36,349	26,988	18,825	17,438
Capital Projects							
Total Expenditures	357,836	383,670	552,589	360,501	352,631	299,715	182,094
EXCESS/DEFICIENCY	33,690	(31,820)	(153,104)	(47,830)	(81,540)	13,566	8,823
FUND BALANCE, JULY1	13,733	47,423	15,603	(137,501)	(185,331)	(246,871)	(246,871)
FUND BALANCE, End of Period	\$ 47,423	\$ 15,603	\$ (137,501)	\$ (185,331)	\$ (246,871)	\$ (233,305)	\$ (238,048)

Town of Mansfield
Revenue and Expenditure YTD Statement
Fiscal Year: 2008

Account Description	Estimated Revenue	Debits	Credits	Revenue Balance	Expenditure Appropriation	Encumbrance	Expenditure	Expenditure Balance	Actual Rev-Expend
260 Recreation Program Fund									
44101 General Overhead/Rec	3,000.00	-	6,448.16	(3,448.16)	165,450.00	-	47,974.57	117,475.43	(41,526.41)
44102 Community Center	1,073,440.00	3,152.45	207,647.94	868,944.51	1,130,140.00	20,000.30	260,878.15	849,261.55	(76,382.96)
44107 Comin Ctr Child Care	12,540.00	-	2,975.00	9,565.00	39,410.00	-	9,195.74	30,214.26	(6,220.74)
44108 Comm Ctr Teen Center	25,000.00	-	25,000.00	-	10,800.00	-	521.01	10,278.99	24,478.99
44200 Youth Programs	53,500.00	328.00	12,505.02	41,322.98	19,850.00	-	5,518.62	14,331.38	6,658.40
44210 Youth Nutcracker	21,670.00	-	9,379.50	12,290.50	15,800.00	-	47.14	15,752.86	9,332.36
44220 Youth Afterschool	16,950.00	-	3,995.30	12,954.70	10,065.00	-	695.00	9,370.00	3,300.30
44230 Youth Gymnastics	4,500.00	-	-	4,500.00	3,355.00	-	-	3,355.00	-
44300 T-Ball/Ragball	5,530.00	-	319.96	5,210.04	2,210.00	-	200.00	2,010.00	119.96
44410 Grade K-4	5,870.00	-	1,571.67	4,298.33	3,430.00	-	-	3,430.00	1,571.67
44420 Grade 5-8 Recreation	5,450.00	-	1,014.00	4,436.00	2,100.00	-	-	2,100.00	1,014.00
44430 Grade 5 - 8 Travel	4,150.00	-	1,955.00	2,195.00	4,350.00	-	-	4,350.00	1,955.00
44500 Day Camp	-	-	1,115.00	(1,115.00)	1,950.00	345.00	282.42	1,322.58	487.58
44510 DAY CAMP STAFF	-	-	-	-	-	-	19,776.07	(19,776.07)	(19,776.07)
44511 Preschool	5,210.00	-	3,808.79	1,401.21	250.00	-	650.14	(400.14)	3,158.65
44512 Grade K-6 CIT	81,930.00	473.10	63,564.25	18,838.85	5,000.00	-	59,230.26	(54,230.26)	3,860.89
44513 Adventurer Gr 7 - 8	21,390.00	-	17,695.51	3,694.49	3,000.00	-	5,921.87	(2,921.87)	11,773.64
44514 Camp Care	13,560.00	-	8,096.83	5,463.17	3,100.00	-	-	3,100.00	8,096.83
44520 Sport Camp	33,100.00	807.00	28,018.10	5,888.90	27,315.00	-	22,808.33	4,506.67	4,402.77
44530 Specially Camp	17,530.00	515.00	10,410.32	7,634.68	11,900.00	-	6,969.25	4,930.75	2,926.07
44540 Vacation Camp	16,500.00	-	6,828.30	9,671.70	9,300.00	-	-	9,300.00	6,828.30
44600 Aquatics	30,600.00	50,040.00	80,146.50	493.50	160,470.00	378.00	51,029.77	109,062.23	(21,301.27)
44610 Public Lessons	109,890.00	345.00	39,620.34	70,614.66	30,950.00	997.00	4,247.66	25,705.34	34,030.68
44620 Private Lessons	10,000.00	-	4,872.80	5,127.20	6,840.00	-	1,288.47	5,551.53	3,584.33
44700 Fitness	126,075.00	171.68	46,904.90	79,341.78	116,715.00	149.98	18,360.57	98,204.45	28,222.67
44710 Personal Training	10,335.00	-	9,285.90	1,049.10	14,300.00	-	6,390.70	7,909.30	2,895.20
44720 Massage Therapy	1,590.00	15.00	15.00	1,590.00	1,380.00	-	13.00	1,367.00	(13.00)
44800 Trips	15,000.00	-	8,439.47	6,560.53	6,150.00	-	4,298.12	1,851.88	4,141.35
44900 Special Events	-	-	70.00	(70.00)	3,000.00	-	-	3,000.00	70.00
44910 Member Events	-	-	2.00	(2.00)	5,500.00	-	1,715.13	4,084.87	(1,713.13)
44920 Concerts	1,500.00	-	150.00	1,350.00	4,400.00	-	3,978.06	421.94	(3,828.06)
44930 Holiday Parties	16,420.00	120.00	2,792.50	13,747.50	6,610.00	-	134.66	6,475.34	2,537.84
44940 Miscellaneous	5,550.00	471.00	460.00	5,561.00	6,320.00	-	-	6,820.00	(11.00)
66100 Community & Adult Ed	38,800.00	512.50	13,885.26	25,422.24	17,150.00	-	2,083.25	15,066.75	11,289.51
66110 Parks Programs	650.00	-	84.00	566.00	800.00	-	-	800.00	84.00
TOTAL 260 Recreation Program Fund	1,787,230.00	56,950.73	619,077.32	1,225,103.41	1,850,160.00	21,870.28	534,207.96	1,294,081.76	6,048.35

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TOWN OF MANSFIELD
CAPITAL AND NONRECURRING RESERVE FUND BUDGET
ESTIMATED REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FISCAL YEAR 2006/07

	Actual 98/99	Actual 99/00	Actual 00/01	Actual 01/02	Actual 02/03	Adopted Budget 03/04	Actual 03/04	Actual 04/05	Actual 05/06	Actual 06/07	Budget 07/08	Projected 07/08	Projected 08/09	Projected 09/10	Projected 10/11	Projected 11/12
SOURCES:																
Revenues:																
General Fund Contribution										100,000						
Property Tax Relief										359,404						
Energy Assistance Program																
State Revenue Sharing				\$472,523												
State Dept. of Education - MMS IRC/MMS Drainage					120,729		24,679									
Rural Development Grant - Downtown Revitalization							35,000									
Ambulance User Fees					253,312	235,000	179,317	216,712	222,724	187,045	245,000	190,000	190,000	190,000	190,000	190,000
Landfill Closing Grant - Inkind Reimbursement								109,470								
Insurance Settlement			100,524													
Interest Income	237,050	286,043	398,171					100,000	100,000	100,000	100,000	100,000	20,000	20,000	20,000	20,000
Other				23,486			380			5,946						
Sewer Assessments	2,800	3,600	4,000	8,069	4,296	3,000	4,000	4,400	9,600		3,000	3,000	3,000	3,000	3,000	3,000
Paquot Funds	2,809,905	2,929,286	2,950,637	3,075,000	2,128,654	1,351,183	1,714,079	1,339,206	1,435,767	612,032	1,004,952	385,429	385,000	385,000	385,000	385,000
Total Sources	3,049,755	3,218,929	3,453,332	3,679,078	2,507,001	1,599,163	1,957,455	1,769,788	1,768,991	1,364,430	1,352,952	678,429	598,000	598,000	598,000	598,000
USES:																
Operating Transfers Out:																
General Fund - One Time Costs/Fund Balance Plan			61,100	47,500	400,000	350,000	350,000	250,000	150,000							
General Fund - State Revenue Sharing					472,520											
Community Events					12,500											
Management Services Fund	205,000	160,000	200,000	200,000	206,000	212,000	212,000	200,000	225,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000
Debt Service Sinking Fund	180,000		500,000	355,000	250,000	235,000	235,000	295,000	250,000	215,000	200,000	200,000	175,000	150,000	125,000	100,000
Retire Debt for Fire Truck								70,000	70,000		70,000	70,000	70,000	70,000		
New Financial Reporting Model (Statement 34)				25,000	25,000											
Property Tax Revaluation Fund	25,000	25,000	25,000		25,000	25,000	25,000		25,000		25,000	25,000	25,000	25,000	25,000	25,000
Capital Fund	3,591,529	3,289,200	2,572,560	3,161,582	1,485,916	560,650	618,034	762,137	1,046,109	1,058,534	644,419	644,419	1,378,160	1,638,500	1,488,000	1,114,000
Day Care Pension					20,000	15,000	15,000	10,000	5,000							
Town Manager Search										21,171						
Emergency Services Administration					25,070	75,000	75,000									
Community Center Operating Subsidy					65,000	119,125	119,130	80,000	40,000							
Parks & Recreation Operating Subsidy										40,000	50,000	50,000	75,000	100,000	125,000	150,000
Health Insurance Fund								200,000								
Retiree Medical Insurance Fund											50,000	50,000	75,000	100,000	100,000	100,000
Compensated Absences Fund											50,000	50,000	75,000	100,000	100,000	100,000
Downtown Partnership											63,000	63,000				
Shared Projects with UConn	83,500	100,000	25,000													
Total Uses	4,085,029	3,574,200	3,383,760	3,789,182	2,965,006	1,591,775	1,649,184	1,867,137	1,811,109	1,534,705	1,352,419	1,352,419	2,073,160	2,383,500	2,163,000	1,789,000
Excess/(Deficiency)	#####	(355,271)	69,572	(210,104)	(458,005)	7,408	308,291	(97,349)	(43,018)	(170,275)	533	(673,990)	(1,475,160)	(1,785,500)	(1,565,000)	(1,191,000)
Fund Balance/(Deficit) July 1	1,905,616	950,342	595,071	664,643	454,539		(3,466)	304,825	207,476	164,458	(5,817)	(5,204)	(5,284)	(1,480,444)	(3,265,944)	(4,830,944)
Fund Balance, June 30	\$950,342	\$595,071	\$664,643	\$454,539	(\$3,466)	\$7,408	\$304,825	\$207,476	\$164,458	(\$5,817)	(\$5,284)	(\$679,274)	(\$1,480,444)	(\$3,265,944)	(\$4,830,944)	(\$6,021,944)

DEBT SERVICE FUND
BALANCE SHEET
AS OF SEPTEMBER 30, 2007
(with comparative totals for September 30, 2006)

	September 30,	
	2007	2006
Assets:		
Cash and cash equivalents	\$ 600,059	\$ 706,079
Total Assets	\$ 600,059	\$ 706,079
Fund Balance:		
Unreserved:		
Undesignated	\$ 600,059	\$ 706,079
Total Fund Balance	\$ 600,059	\$ 706,079

DEBT SERVICE FUND
 COMPARATIVE STATEMENT OF REVENUES, EXPENDITURES AND
 CHANGES IN FUND BALANCE
 FOR THE PERIOD ENDED SEPTEMBER 30, 2007
 (with comparative totals for September 30, 2006)

	September 30,	
	2007	2006
Revenues:		
Intergovernmental	\$ -	\$ -
Total Revenues	-	-
Other Financing		
Operating Transfers In:		
CNR Fund	200,000	235,000
General Fund	400,000	400,000
Total Revenues and Other Financing Sources	600,000	635,000
Expenditures:		
Principal Payments		
Interest Payments		
Professional & Technical Services		
Total expenditures	-	-
Excess of revenues and other financing sources over expenditures	600,000	635,000
Fund balance, July 1	59	71,079
Fund balance, End of Period	\$ 600,059	\$ 706,079

TOWN OF MANSFIELD
DEBT SERVICE FUND
REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

	00/01 ACTUAL	01/02 ACTUAL	02/03 ACTUAL	03/04 ACTUAL	04/05 ACTUAL	05/06 ACTUAL	06/07 ACTUAL	07/08 PROJECTED	08/09 PROJECTED	09/10 PROJECTED	10/11 PROJECTED
REVENUES:											
Intergovernmental	\$460,924	\$440,668	\$420,364	\$385,697	\$366,387	\$330,378	\$295,462	\$180,794	\$105,218		
State Revenue Sharing	472,523										
Interest on Unspent Balance											
Other	9,402	37		87,850							
TOTAL REVENUES	942,849	440,705	420,364	473,547	366,387	330,378	295,462	180,794	105,218		
Operating Transfers In - General Fund	797,000	500,000	400,000	400,000	400,000	400,000	380,000	400,000	445,000	490,000	535,000
Operating Transfers In - CNR Fund	500,000	355,000	250,000	235,000	295,000	250,000	235,000	200,000	175,000	150,000	125,000
TOTAL REVENUES AND OPERATING TRANSFERS IN	2,239,849	1,295,705	1,070,364	1,108,547	1,061,387	980,378	910,462	780,794	725,218	640,000	660,000
EXPENDITURES:											
Principal Retirement	880,689	865,000	950,000	1,065,000	980,000	830,000	805,000	660,000	530,000	495,000	495,000
Interest	392,723	447,352	398,975	284,440	261,506	216,239	176,482	136,082	129,827	133,178	139,014
Financial	26,475	15,428		8,000							
Professional/Technical	19,282	311		79,497	4,800						
TOTAL EXPENDITURES	1,319,169	1,328,091	1,348,975	1,436,937	1,246,306	1,046,239	981,482	796,082	659,827	628,178	634,014
REVENUES AND OTHER FINANCING SOURCES OVER/ (UNDER) EXPENDITURES	920,680	(32,386)	(278,611)	(328,390)	(184,919)	(65,861)	(71,020)	(15,288)	65,391	11,822	25,986
FUND BALANCE, JULY 1	40,566	961,246	928,860	650,249	321,859	136,940	71,079	59	(15,229)	50,162	61,984
FUND BALANCE, JUNE 30	\$961,246	\$928,860	\$650,249	\$321,859	\$136,940	\$71,079	\$59	(\$15,229)	\$50,162	\$61,984	\$87,970

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TOWN OF MANSFIELD
DEBT SERVICE FUND
REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

	11/12 PROJECTED	12/13 PROJECTED	13/14 PROJECTED	14/15 PROJECTED	15/16 PROJECTED	14/15 PROJECTED	15/16 PROJECTED	16/17 PROJECTED	17/18 PROJECTED	18/19 PROJECTED	19/20 PROJECTED	20/21 PROJECTED
REVENUES:												
Intergovernmental												
State Revenue Sharing												
Interest on Unspent Balance												
Other												
TOTAL REVENUES												
Operating Transfers In - General Fund	565,000	590,000	330,000	240,563	104,875	190,000	185,000	180,000	175,000	170,000	170,000	165,000
Operating Transfers In - CNR Fund	100,000											
TOTAL REVENUES AND OPERATING TRANSFERS IN	665,000	590,000	330,000	240,563	104,875	190,000	185,000	180,000	175,000	170,000	170,000	165,000
EXPENDITURES:												
Principal Retirement	540,000	540,000	235,000	225,000	100,000	105,000	105,000	105,000	105,000	105,000	110,000	115,000
Interest	142,906	119,150	94,470	15,563	4,875	84,750	79,500	74,250	69,000	63,750	58,500	53,000
Financial												
Professional/Technical												
TOTAL EXPENDITURES	682,906	659,150	329,470	240,563	104,875	189,750	184,500	179,250	174,000	168,750	168,500	168,000
REVENUES AND OTHER FINANCING SOURCES OVER/ (UNDER) EXPENDITURES	(17,906)	(69,150)	530	-	-	250	500	750	1,000	1,250	1,500	(3,000)
FUND BALANCE, JULY 1	87,970	70,064	914	1,444	1,444	1,444	1,694	2,194	2,944	3,944	5,194	6,694
FUND BALANCE, JUNE 30	\$70,064	\$914	\$1,444	\$ 1,444	\$ 1,444	\$1,694	\$2,194	\$2,944	\$3,944	\$5,194	\$6,694	\$3,694

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TOWN OF MANSFIELD
DEBT SERVICE FUND
REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

	21/22 PROJECTED	22/23 PROJECTED	23/24 PROJECTED	24/25 PROJECTED	25/26 PROJECTED	26/27 PROJECTED	27/28 PROJECTED	28/29 PROJECTED	29/30 PROJECTED
REVENUES:									
Intergovernmental									
State Revenue Sharing									
Interest on Unspent Balance									
Other									
TOTAL REVENUES									
Operating Transfers In - General Fund	160,000	160,000	150,000	150,000	145,000	140,000	130,000	70,000	55,000
Operating Transfers In - CNR Fund									
TOTAL REVENUES AND OPERATING TRANSFERS IN	160,000	160,000	150,000	150,000	145,000	140,000	130,000	70,000	55,000
EXPENDITURES:									
Principal Retirement	115,000	115,000	115,000	120,000	120,000	120,000	120,000	60,000	60,000
Interest	47,250	41,500	35,750	30,000	24,000	18,000	12,000	6,000	3,000
Financial									
Professional/Technical									
TOTAL EXPENDITURES	162,250	156,500	150,750	150,000	144,000	138,000	132,000	66,000	63,000
REVENUES AND OTHER FINANCING SOURCES OVER/ (UNDER) EXPENDITURES	(2,250)	3,500	(750)		1,000	2,000	(2,000)	4,000	(8,000)
FUND BALANCE, JULY 1	3,694	1,444	4,944	4,194	4,194	5,194	7,194	5,194	9,194
FUND BALANCE, JUNE 30	\$1,144	\$4,944	\$4,194	\$4,194	\$5,194	\$7,194	\$5,194	\$9,194	\$1,194

SOLID WASTE DISPOSAL FUND
BALANCE SHEET
AS OF SEPTEMBER 30, 2007
(with comparative totals for September 30, 2006)

	September 30,	
	2007	2006
<u>CURRENT ASSETS</u>		
Cash	\$ 83,228	\$ 71,363
Accounts Receivable (net of allow. for uncollectable accts)	33,560	48,568
Total Current Assets	116,788	119,931
<u>FIXED ASSETS</u>		
Land	8,500	8,500
Buildings & Equipment	540,857	540,857
Less: Accumulated Depreciation	(413,491)	(383,203)
Total Fixed Assets	135,866	166,154
TOTAL ASSETS	\$ 252,654	\$ 286,085
<u>LIABILITIES AND FUND EQUITY</u>		
<u>CURRENT LIABILITIES</u>		
Accounts Payable	\$ 43,890	\$ 36,806
Accrued Compensated Absences	12,924	36,917
Refundable Deposits	13,125	11,250
Total Current Liabilities	69,939	84,973
<u>LONG-TERM LIABILITIES</u>		
Landfill Postclosure Costs	116,000	120,000
Total Long-Term Liabilities	116,000	120,000
TOTAL LIABILITIES	185,939	204,973
<u>FUND EQUITY</u>		
Retained Earnings, as restated	66,715	81,112
Total Fund Equity	66,715	81,112
TOTAL LIABILITIES AND FUND EQUITY	\$ 252,654	\$ 286,085

SOLID WASTE DISPOSAL FUND
 COMPARATIVE STATEMENTS OF REVENUES, EXPENDITURES
 AND CHANGES IN FUND BALANCE
 SEPTEMBER 30, 2007
 (with comparative totals for September 30, 2006)

	September 30,	
	2007	2006
Operating Revenues:		
Tipping Fees	\$ 4,583	\$ 11,085
Transfer Station Fees	23,592	26,183
Garbage Collection Fees	199,751	201,092
Sale of Recyclables	11,415	17,624
Other Revenues	808	2,169
Total Operating Revenues	<u>240,149</u>	<u>258,153</u>
Operating Expenses:		
Hauler's Tipping Fees	46,145	51,165
Mansfield Tipping Fees	14,560	16,565
Wage & Fringe Benefits	57,190	60,078
Computer Software	3,360	3,180
Trucking Fee	3,548	5,391
Recycling Cost	21,679	14,581
Contract Pickup	78,241	70,831
Supplies and Services	6,420	7,314
Depreciation Expense	8,000	8,000
Equipment Parts/Other	875	(348)
LAN/WAN Expenditures	10,000	
Total Operating Expenses	<u>250,018</u>	<u>236,757</u>
NET INCOME (LOSS)	(9,869)	21,396
Retained Earnings, July 1, as restated	<u>76,584</u>	<u>59,716</u>
Retained Earnings, End of Period	<u>\$ 66,715</u>	<u>\$ 81,112</u>

HEALTH INSURANCE FUND
BALANCE SHEET
SEPTEMBER 30, 2007
(with comparative totals for September 30, 2006)

	September 30,	
	2007	2006
<u>Assets</u>		
Cash and cash equivalents	\$ 936,573	\$ 1,561,529
Accounts Receivable	141,606	
Due from Other Funds	281,760	
Total Assets	\$ 1,359,939	\$ 1,561,529
<u>Liability and Fund Balance</u>		
Liabilities:		
Accrued Medical Claims	\$ 480,000	\$ 480,000
Due to General Fund	338,436	
Total Liabilities	818,436	480,000
Retained Earnings:		
Net Contributed Capital	400,000	400,000
Retained Earnings	141,503	681,529
Total Retained Earnings	541,503	1,081,529
Total Liabilities and Retained Earnings	\$ 1,359,939	\$ 1,561,529

* Reserve for maximum claim liability corridor is estimated to be \$500,000.

HEALTH INSURANCE FUND
 COMPARATIVE STATEMENTS OF REVENUES, EXPENDITURES
 AND CHANGES IN FUND BALANCE
 SEPTEMBER 30, 2007
 (with comparative totals for September 30, 2006)

	September 30,	
	2007	2006
Revenues:		
Premium income	\$ 1,451,278	\$ 1,398,779
Interest income	6,109	8,187
Total Revenues	1,457,387	1,406,966
Expenditures:		
Payroll	16,409	18,587
Administrative expenses	110,717	101,895
Medical claims	1,434,117	1,291,203
Employee Wellness Program	4,364	4,192
Medical Supplies	28,217	15,614
LAN/WAN Expenditures	10,000	
Total Expenditures	1,603,824	1,431,491
Revenues and Other Financing Sources Over/ (Under) Expenditures	(146,437)	(24,525)
Contributed Capital	400,000	400,000
Retained Earnings, July 1	287,940	706,054
Retained Earnings, End of Period	\$ 541,503	\$ 1,081,529

NETWORK ACCESS FEE
ANNUAL BASIS
2007

MONTH	NETWORK DISCOUNT	ACCESS FEE	SAVINGS	% of DISCOUNT
JANUARY	300,083	51,193	248,890	17.06%
FEBRUARY	270,623	47,096	223,527	17.40%
MARCH	298,723	57,877	240,845	19.37%
APRIL	292,619	5,473	287,146	1.87%
MAY	301,134	-	301,134	0.00%
JUNE	319,674	-	319,674	0.00%
JULY	300,715	-	300,715	0.00%
AUGUST	489,776	-	489,776	0.00%
SEPTEMBER		-	-	
OCTOBER		-	-	
NOVEMBER		-	-	
DECEMBER		-	-	
ANNUAL TOTAL	2,573,348	161,639	2,411,708	6.28%
MONTHLY AVERAGE	321,668	13,470	200,976	4.19%

WORKERS' COMPENSATION FUND
BALANCE SHEET
SEPTEMBER 30, 2007
(with comparative totals for September 30, 2006)

	September 30,	
	2007	2006
<u>ASSETS</u>		
Current Assets:		
Cash and Cash Equivalents	\$ 325,689	\$ 287,856
Total Assets	\$ 325,689	\$ 287,856
<u>LIABILITIES AND FUND BALANCE</u>		
Liabilities:		
Due to General Fund	\$ 1,596	\$ -
Total Liabilities	1,596	-
Equity:		
Retained Earnings	324,093	287,856
Total Liabilities and Equity	\$ 325,689	\$ 287,856

WORKERS' COMPENSATION FUND
 COMPARATIVE STATEMENT OF REVENUES, EXPENDITURES
 AND CHANGES IN FUND BALANCE
 SEPTEMBER 30, 2007
 (with comparative totals for September 30, 2006)

	September 30,	
	2007	2006
<u>REVENUES:</u>		
Premium Income	\$ 421,310	\$ 378,160
Total Revenues	421,310	378,160
 <u>OPERATING EXPENSES:</u>		
Workers' Compensation Insurance	95,621	93,295
Total Operating Expenses	95,621	93,295
NET INCOME (LOSS)	325,689	284,865
Fund Balance, July 1	(1,596)	2,991
Fund Balance, End of Period	\$ 324,093	\$ 287,856

MANAGEMENT SERVICES FUND
ESTIMATED BALANCE SHEET
SEPTEMBER 30, 2007

	<u>Actual</u>	<u>Actual</u>
	<u>June 30, 2007</u>	<u>Sept. 30, 2007</u>
<u>ASSETS</u>		
Current Assets:		
Cash and Cash Equivalents	\$ 299,357	\$ 419,948
Due from General Fund		
Accounts Receivable	5,862	1,900,190
Inventory	29,561	29,561
Total Current Assets	334,780	2,349,699
Fixed Assets:		
Construction in Progress		
Land	145,649	145,649
Buildings	178,016	178,016
Office Equipment	2,296,726	2,296,726
Construction in Progress	204,326	204,326
Accum. Depreciation	(1,584,163)	(1,584,163)
Net Fixed Assets	1,240,554	1,240,554
Total Assets	\$ 1,575,334	\$ 3,590,253
<u>LIABILITIES AND EQUITY</u>		
Liabilities:		
Accounts Payable	\$ 39,706	\$ 738,893
Due to Internal Service Fund	1,913	1,913
Total Liabilities	41,619	740,806
Equity:		
Contributed Capital	146,000	146,000
Retained Earnings	1,387,715	2,703,447
Total Equity	1,533,715	2,849,447
Total Liabilities and Equity	\$ 1,575,334	\$ 3,590,253

MANAGEMENT SERVICES FUND
ESTIMATED STATEMENT OF CASH FLOWS
SEPTEMBER 30, 2007

	<u>Actual</u>	<u>Actual</u>
	<u>June 30, 2007</u>	<u>Sept. 30, 2007</u>
CASH FROM OPERATING ACTIVITIES:		
Operating income	\$ (222,148)	\$ 1,315,732
ADJUSTMENTS TO RECONCILE OPERATING INCOME TO NET CASH PROVIDED BY OPERATING ACTIVITIES:		
Depreciation Expense	165,018	
(Increase) decrease in:		
Other Receivables	22,628	(1,894,329)
Inventory	(6,478)	
Increase (decrease) in:		
Accounts payable	174,570	699,188
Due to other funds	(1,978)	
	<hr/>	<hr/>
NET CASH PROVIDED BY OPERATING ACTIVITIES	131,612	120,591
CASH FLOWS USED IN CAPITAL AND RELATED FINANCING ACTIVITIES:		
Purchase of fixed assets	(363,345)	
	<hr/>	
NET INCREASE IN CASH AND CASH EQUIVALENTS	(231,733)	120,591
CASH AND CASH EQUIVALENTS - JULY 1	531,090	299,357
	<hr/>	<hr/>
CASH AND CASH EQUIVALENTS - End of Period	\$ 299,357	\$ 419,948
	<hr/> <hr/>	<hr/> <hr/>

MANAGEMENT SERVICES FUND
ESTIMATED STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE
FOR THE PERIOD ENDED SEPTEMBER 30, 2007

	<u>TOTAL MANAGEMENT SERVICES FUND</u>		
	Budget 2007/08	Actual 2007/08	Favorable 2007/08
REVENUES:			
Mansfield Board of Education	\$ 94,390	\$ 94,390	\$ -
Region 19	89,670	89,670	
Town of Mansfield	61,200	20,000	(41,200)
Communication Service Fees	182,830	181,040	(1,790)
Copier Service Fees	225,440	225,490	50
Energy Service Fees		1,900,190	1,900,190
Rent	74,624	24,150	(50,474)
Rent - Telecom Tower	122,000	29,850	(92,150)
Sale of Supplies	45,000		(45,000)
CNR Fund	200,000	200,000	
Health Insurance Fund	10,000		(10,000)
Solid Waste Fund	10,000		(10,000)
Sewer Operating Fund	3,000		(3,000)
Local Support	6,000	1,500	(4,500)
Postal Charges	89,070	89,070	
Universal Services Fund	30,000		(30,000)
Total Revenues	1,243,224	2,855,350	1,612,126
EXPENDITURES:			
Salaries & Benefits	244,681	61,536	183,145
Training	6,300	311	5,989
Repairs & Maintenance	31,400	18,696	12,704
Professional & Technical	70,000	101,491	(31,491)
System Support	129,000	110,113	18,887
Copier Maintenance Fees	80,000	6,541	73,459
Communications	207,290	75,711	131,579
Supplies and Software Licensing	57,300	9,486	47,814
Equipment	276,650	219,384	57,266
Miscellaneous/Cost of Sales	166,700	936,349	(769,649)
Total Expenditures	1,269,321	1,539,618	(270,297)
Add:			
Depreciation	204,270		204,270
Less:			
Equipment Capitalized	(275,000)		(275,000)
Operating Expenditures	1,198,591	1,539,618	(341,027)
Net Income (Loss)	44,633	1,315,732	1,271,099
Total Equity & Contributed Capital, July 1	1,533,715	1,533,715	
Total Equity & Contributed Capital, End of Period	\$ 1,578,348	\$ 2,849,447	\$ 1,271,099

CEMETERY FUND
BALANCE SHEET
SEPTEMBER 30, 2007
(with comparative totals for September 30, 2006)

	September 30,	
	2007	2006
<u>ASSETS</u>		
Cash and cash equivalents	\$ 14,081	\$ 30,198
Investments	329,700	312,174
Total Assets	\$ 343,781	\$ 342,372
<u>Fund Balance</u>		
Fund Balance		
Reserved for perpetual care	\$ 459,732	\$ 442,555
Reserved for nonexpendable trust	1,200	1,200
Unreserved, undesignated	(117,151)	(101,383)
Total Fund Balance	343,781	342,372
Total Liabilities and Fund Balance	\$ 343,781	\$ 342,372

CEMETERY FUND
 COMPARATIVE STATEMENTS OF REVENUES, EXPENDITURES
 AND CHANGES IN FUND BALANCE
 SEPTEMBER 30, 2007
 (with comparative totals for September 30, 2006)

	September 30,	
	2007	2006
Operating Revenues:		
Sale of Plots	\$ 2,700	\$ 1,500
Total Operating Revenues	2,700	1,500
Operating Expenses:		
Salaries	577	577
Cemetery Maintenance		1,300
Mowing Service	4,034	5,441
Total Operating Expenses	4,611	7,318
Operating Income/(Loss)	(1,911)	(5,818)
Retained Earnings, July 1	345,692	348,190
Retained Earnings, End of Period	\$ 343,781	\$ 342,372

TOWN OF MANSFIELD
INVESTMENT POOL
AS OF SEPTEMBER 30, 2007

	MARKET VALUE JUL 01, 2007	MARKET VALUE SEP 30, 2007	FISCAL 07/08 CHANGE IN VALUE
<u>STOCK FUNDS:</u>			
<u>FIDELITY INVESTMENTS:</u>			
SELECT UTILITIES GROWTH	52,054.69	52,276.20	221.51
 <u>BANK OF AMERICA</u>			
COLUMBIA LG CAP INDEX FUND	17,037.42	17,387.27	349.85
COLUMBIA MULTI-ADVISOR INTL EQU	4,394.65	4,634.80	240.15
COLUMBIA MID CAP INDEX FUND	2,142.18	2,124.28	(17.90)
COLUMBIA SMALL CAP INDEX FUND	813.96	798.77	(15.19)
SUB-TOTAL BANK OF AMERICA	24,388.21	24,945.12	556.91
 TOTAL STOCK FUNDS	 76,442.90	 77,221.32	 778.42
 <u>BOND FUNDS:</u>			
<u>WELLS FARGO ADVANTAGE</u>			
WELLS FARGO CORP. BOND FUND	47,840.44	48,723.68	883.24
 <u>T. ROWE PRICE</u>			
U.S. TREASURY LONG	48,895.85	51,251.64	2,355.79
 <u>U.S. SECURITIES</u>			
U.S. TREASURY NOTES	65,675.61	66,050.79	375.18
 <u>BANK OF AMERICA</u>			
COLUMBIA INTERM CORE BOND FUN	6,803.43	6,849.44	46.01
COLUMBIA INTERM BOND FUND	11,752.31	11,847.09	94.78
SUB-TOTAL BANK OF AMERICA	18,555.74	18,696.53	140.79
 <u>VANGUARD INVESTMENTS</u>			
GNMA FUND	249,429.78	256,840.90	7,411.12
 TOTAL BOND FUNDS	 430,397.42	 441,563.54	 11,166.12
 <u>CASH:</u>			
<u>BANK OF AMERICA</u>			
COLUMBIA MONEY MARKET FUND	6,267.76	6,586.09	318.33
 TOTAL CASH	 6,267.76	 6,586.09	 318.33
 TOTAL INVESTMENTS	 513,108.08	 525,370.95	 12,262.87

Town of Mansfield
Investment Pool
As of September 30, 2007

	Equity Percentage	Equity In Investments	Equity In Cash Equiv.	Total Equity
Cemetery Fund	65.050%	337,469.55	4,284.25	341,753.80
School Non-Expendable Trust Fund	0.092%	477.28	6.06	483.34
Compensated Absences Fund	34.858%	180,838.03	2,295.78	183,133.81
Total Equity by Fund	100.000%	518,784.86	6,586.09	525,370.95

Investments	Market Value
<u>Stock Funds:</u>	
Fidelity - Select Utilities Growth	52,276.20
Bank of America - Columbia Lg Cap Index	17,387.27
Bank of America - Columbia Multi-Adv Intl	4,634.80
Bank of America - Columbia Mid Cap Index	2,124.28
Bank of America - Columbia Small Cap Index	798.77
Sub-Total Stock Funds	<u>77,221.32</u>
<u>Bond Funds:</u>	
Wells Fargo Advantage Funds-Corp Bond Inv	48,723.68
T. Rowe Price - U. S. Treasury Long-Term	51,251.64
People's Securities, Inc. - U.S. Treasury Notes	66,050.73
Bank of America-Columbia Intertim Core Bond	6,849.44
Bank of America-Columbia Interm Bond	11,847.09
Vanguard - GNMA Fund	256,840.90
Sub-Total Bond Funds	<u>441,563.54</u>
<u>Cash Equivalents:</u>	
Columbia Money Market Fund - Trust	<u>6,586.09</u>
Total Investments	<u><u>525,370.95</u></u>

Allocation	Amount	Percentage
Stocks	77,221.32	14.70%
Bonds	441,563.54	84.05%
Cash Equivalents	6,586.09	1.25%
Total Investments	<u><u>525,370.95</u></u>	<u><u>100.00%</u></u>

EASTERN HIGHLANDS HEALTH DISTRICT
BALANCE SHEET
AS OF SEPTEMBER 30, 2007
(with comparative totals for September 30, 2006)

<u>Assets</u>	September 30,	
	2007	2006
Cash and cash equivalents	\$ 427,614	\$ 262,387
Total Assets	\$ 427,614	\$ 262,387
<u>Liabilities and Fund Balance</u>		
<u>Liabilities</u>		
Accounts Payable	\$ 6,553	\$ -
Total Liabilities	6,553	-
<u>Fund Balance</u>		
Fund Balance:		
Reserved for Prior Year Encumbrances	150	428
Unreserved, undesignated	420,911	261,959
Total Fund Balance	421,061	262,387
Total Fund Balance	\$ 427,614	\$ 262,387

EASTERN HIGHLANDS HEALTH DISTRICT
 COMPARATIVE STATEMENT OF REVENUES, EXPENDITURES
 AND CHANGES IN FUND BALANCE
 SEPTEMBER 30, 2007
 (with comparative totals for September 30, 2006)

	Budget	September 30,	
	2007/08	2007	2006
Operating Revenues:			
Member Town Contributions	\$ 342,500	\$ 91,169	\$ 79,155
State Grants	135,830	172,905	
Septic Permits	60,120	11,325	12,190
Well Permits	22,870	7,010	4,870
Soil Testing Service	72,720	12,755	15,776
Food Protection Service	36,930	803	2,165
Health Inspection Services	75,820	20,702	13,835
Total Operating Revenues	746,790	316,669	127,991
Operating Expenditures:			
Salaries & Benefits	680,620	149,087	135,720
Insurance	12,540	6,898	3,136
Professional & Technical Services	17,300	3,280	23,652
Other Purchased Services	24,870	5,600	4,630
Other Supplies	8,000	687	786
Equipment - Minor	1,460	300	963
Total Operating Expenditures	744,790	165,852	168,887
Transfers Out:			
Transfers to CNR	2,000	2,000	34,000
Total Operating Expenditures & Transfers Out	746,790	167,852	202,887
Operating Income/(Loss)	-	148,817	(74,896)
Fund Balance, July 1	272,094	272,094	336,855
Fund Balance, End of Period	\$ 272,094	\$ 420,911	\$ 261,959

EASTERN HIGHLANDS HEALTH DISTRICT
 CAPITAL NONRECURRING FUND BALANCE SHEET
 AS OF SEPTEMBER 30, 2007
 (with comparative totals for September 30, 2006)

	September 30,	
	2007	2006
<u>Assets</u>		
Cash and cash equivalents	\$ 78,218	\$ 78,498
Total Assets	\$ 78,218	\$ 78,498
<u>Fund Balance</u>		
Fund Balance:		
Unreserved, undesignated	\$ 78,218	\$ 78,498
Total Fund Balance	\$ 78,218	\$ 78,498

EASTERN HIGHLANDS HEALTH DISTRICT
 CAPITAL NONRECURRING FUND
 COMPARATIVE STATEMENT OF REVENUES, EXPENDITURES
 AND CHANGES IN FUND BALANCE
 SEPTEMBER 30, 2007
 (with comparative totals for September 30, 2006)

	September 30,	
	2007	2006
Operating Revenues:		
Transfers In-G/F	\$ 2,000	\$ 34,000
Total Operating Revenues	2,000	34,000
Operating Expenditures:		
Computer Equipment	2,280	-
Total Operating Expenditures	2,280	-
Operating Income/(Loss)	(280)	34,000
Fund Balance, July 1	78,498	44,498
Fund Balance, End of Period	\$ 78,218	\$ 78,498

MANSFIELD DOWNTOWN PARTNERSHIP
BALANCE SHEET
AS OF SEPTEMBER 30, 2007
(with comparative totals for September 30, 2006)

	September 30,	
	2007	2006
<u>ASSETS</u>		
Cash & Cash Equivalents	\$ 105,071	\$ 77,546
Accounts Receivable	900	900
 Total Assets	\$ 105,971	\$ 78,446
<u>LIABILITIES</u>		
Due to Internal Service Fund	\$ 353	\$ -
 Total Liabilities	353	-
<u>FUND BALANCE</u>		
Fund Balance, Unreserved	105,618	78,446
 Total Fund Balance	105,618	78,446
 Total Liabilities and Fund Balance	\$ 105,971	\$ 78,446

MANSFIELD DOWNTOWN PARTNERSHIP
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE

	Actual 2000/01	Actual 2001/02	Actual 2002/03	Actual 2003/04	Actual 2004/05	Actual 2005/06	Actual 2006/07	Budget 2007/08	Sept. 30 2007
Revenues:									
Intergovernmental:									
Mansfield General Fund/CNR	\$ 32,500	\$ 20,000	\$ 30,000	\$ 41,500	\$ 50,000	\$ 62,000	\$ 62,000	\$ 125,000	\$ 125,000
Uconn		32,500	45,000	46,500	60,000	62,000	62,000	125,000	
Mansfield Capital Projects						60,000			40,420
Membership Fees			10,040	13,085	17,355	20,282	19,215	19,000	1,610
Local Support				1,500	1,500				
State Support						4,993			
Contributions/Other					200	2,165	(165)		
Total Revenues	32,500	52,500	85,040	102,585	129,055	211,440	143,050	269,000	167,030
Operating Expenditures:									
Salaries and Benefits		15,531	71,378	73,007	83,974	92,800	107,140	122,330	25,942
Professional & Technical	930	9,519	7,386	5,406	8,397	63,068	64,967	103,000	43,345
Office Rental		3,600	11,000	11,800	13,181	13,775	16,451	17,680	6,005
Insurance			1,650	1,760	1,764	1,772	1,702	1,990	549
Purchased Services			8,029	5,005	6,092	9,065	7,092	6,800	4,121
Supplies & Services		3,980	4,704	2,837	2,463	4,075	2,055	2,870	265
Contingency									
Total Operating Expenditures	930	32,630	104,147	99,815	115,871	184,555	199,407	254,670	80,227
Operating Income/(Loss)	31,570	19,870	(19,107)	2,770	13,184	26,885	(56,357)	14,330	86,803
Fund Balance, July 1		31,570	51,440	32,333	35,103	48,287	75,172	18,815	18,815
Fund Balance, End of Period	\$ 31,570	\$ 51,440	\$ 32,333	\$ 35,103	\$ 48,287	\$ 75,172	\$ 18,815	\$ 33,145	\$ 105,618

	Actual 2000/01	Actual 2001/02	Actual 2002/03	Actual 2003/04	Actual 2004/05	Actual 2005/06	Actual 2006/07	Total To Date	Budget 2007/08
Contribution Recap:									
Mansfield	\$ 32,500	\$ 20,000	\$ 30,000	\$ 41,500	\$ 50,000	\$ 62,000	\$ 62,000	\$ 298,000	\$ 125,000
Mansfield Capital Projects						60,000		60,000	
UCONN		32,500	45,000	46,500	60,000	62,000	62,000	308,000	125,000
Total Contributions	\$ 32,500	\$ 52,500	\$ 75,000	\$ 88,000	\$ 110,000	\$ 184,000	\$ 124,000	\$ 666,000	\$ 250,000

TOWN OF MANSFIELD
DOWNTOWN REVITALIZATION & ENHANCEMENT PROJECT
ESTIMATED STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE
AS OF SEPTEMBER 30, 2007

	Project Length	
	Budget	Actual
Operating Revenues:		
Intergovernmental Revenues -		
USDA Rural Development Grant	\$ 140,000	\$ 140,000
DECD STEAP Grant	1,000,000	310,159
Leyland Share-MDF Design		9,000
Total Operating Revenues	1,140,000	459,159
Operating Expenditures:		
Downtown Revitalization & Enhancement:		
Legal Services	192,000	140,458
Legal Services - DECD Contract	10,000	
Architects & Engineers	233,000	229,916
Construction Costs	495,000	
Construction - Walkway	210,000	222,270
Total Operating Expenditures	1,140,000	592,644
Operating Income/(Loss)		(133,485)
Fund Balance, July 1		
Fund Balance, End of Period	\$ -	\$ (133,485)

TOWN OF MANSFIELD
DOWNTOWN REVITALIZATION & ENHANCEMENT PROJECT

PROJECT 84120 - BUDGET BREAKDOWN BY GRANT

USDA Grant #1	\$ 90,000	- Complete
USDA Grant #2	50,000	- Complete
STEAP Grant #1	500,000	
STEAP Grant #2	500,000	
Total Funding	\$ 1,140,000	

Expenditure Budget Item	Funding Source				Total Budget
	USDA #1	USDA #2	STEAP #1	STEAP #2	
Legal	\$ -	\$ -	\$ 192,000	\$ -	\$ 192,000
Legal - Reserved for DECD			5,000	5,000	10,000
Architects	90,000	50,000	93,000		233,000
Construction Costs				495,000	495,000
Construction - Walkway			210,000		210,000
Total	\$ 90,000	\$ 50,000	\$ 500,000	\$ 500,000	\$ 1,140,000

CHANGES IN DEBT OUTSTANDING
SCHOOLS AND TOWN
September 30, 2007

	Schools	Town	Total
Balance at July 1, 2007	\$1,010,000	\$2,155,000	\$3,165,000
Issued During Period			
Retired During Period			
Balance at 09/30/07	<u>\$1,010,000</u>	<u>\$2,155,000</u>	<u>\$3,165,000</u>

CHANGES IN BOND AND NOTES OUTSTANDING

	Serial Bonds	BAN's	Promissory Note	Total
Balance at July 1, 2007	\$3,165,000			\$3,165,000
Debt Issued				
Debt Retired				
Balance at 09/30/07	<u>\$3,165,000</u>			<u>\$3,165,000</u>

Description	Original Amount	Payment Date		Bonds	BAN's	Promissory Note	Total
		P & I	I				
1989 General Obligation	5,000,000	6/15	12/15	200,000			200,000
1990 General Obligation	2,525,000	6/15	12/15	200,000			200,000
2004 Town Taxable Gen. Obligation Bond	2,590,000	6/01	12/01	1,680,000			1,680,000
2004 School General Obligation Bond	940,000	6/01	12/01	610,000			610,000
2004 Town General Obligation Bond	725,000	6/01	12/01	475,000			475,000
	<u>\$11,780,000</u>			<u>\$3,165,000</u>			<u>\$3,165,000</u>

DETAIL OF DEBT OUTSTANDING
SCHOOLS AND TOWNS
September 30, 2007

	<u>Original Amount</u>	<u>Balance 09/30/07</u>
Schools		
Consists of -		
1989 General Obligation Bonds:		
Asbestos Removal	666,000	49,250
Code Compliance	729,000	59,380
Expansion & Renovation	3,130,000	91,370
1990 General Obligation Bonds:		
Schools Expansion	2,525,000	200,000
2004 General Obligation Bonds:		
MMS IRC	940,000	610,000
	\$7,990,000	\$1,010,000
	\$7,990,000	\$1,010,000
Town		
Consists of -		
2004 Taxable GOB - Community Center	2,590,000	1,680,000
2004 General Obligation - Library	725,000	475,000
	\$3,315,000	\$2,155,000
	\$3,315,000	\$2,155,000
Total Debt Outstanding	\$11,305,000	\$3,165,000

TOWN OF MANSFIELD
SUMMARY OF INVESTMENTS

September 30, 2007

ALL OTHER FUNDS:

Institution	Principal	Rate of Interest	Date of Purchase	Date of Maturity	Accrued Interest @ 09/30/07
State Treasurer	10,605,316	5.142	Various	Various	50,678
Total Accrued Interest @ 09/30/07					50,678
Interest Received 7/1/07 - 09/30/07					<u>95,175</u>
Total Interest, General Fund, 09/30/07					<u><u>145,853</u></u>

CAPITAL FUND:

Institution	Principal	Rate of Interest	Date of Purchase	Date of Maturity	Accrued Interest @ 09/30/07
State Treasurer	222,150	5.142	Various	Various	
Total Accrued Interest @ 09/30/07					
Interest Received 7/1/07 - 09/30/07					
Total Interest, Capital Fund @ 09/30/07					<u><u> </u></u>

HEALTH INSURANCE FUND:

Institution	Principal	Rate of Interest	Date of Purchase	Date of Maturity	Accrued Interest @ 09/30/07
MBIA - Class	885,011	4.90	Various	Various	1,707
State Treasurer	123,854	5.142	Various	Various	592
Total Accrued Interest @ 09/30/07					2,299
Interest Received 7/1/07 - 09/30/07					<u>6,109</u>
Total Interest, Health Insurance Fund @ 09/30/07					<u><u>8,408</u></u>

Town of Mansfield
Memo

DATE October 2, 2007

To: Matt Hart, Town Manager
 Jeffrey Smith, Director of Finance

From: Christine Gamache, Collector of Revenue

Subject: Amounts and % of Collections for 7/1/07 to 9/30/07 comparable to 7/1/06 to 9/30/06

	GRAND LST	ADJUSTMENTS	ADJUSTED	PAID	% PAID	DELINQUENT	% DEL
	2006		LIST			BALANCE	
RE 1st	9,564,143	24,794	9,588,936	9,412,585	98.2%	176,351	1.8%
PER 1st	403,041	(1,070)	401,972	392,480	97.6%	9,491	2.4%
MV	1,656,385	(36,186)	1,620,199	1,432,789	88.4%	187,410	11.6%
Due 7/1/07	11,623,569	(12,462)	11,611,107	11,237,855	96.8%	373,252	3.2%
RE 2nd	9,561,333	22,631	9,583,964	342,432	3.6%	9,241,532	96.4%
PER 2nd	398,049	(1,004)	397,044	92,470	23.3%	304,574	76.7%
Due 1/1/08	9,959,382	21,627	9,981,008	434,902	4.4%	9,546,106	95.6%
TOTAL	21,582,950	9,165	21,592,115	11,672,757	54.1%	9,919,358	45.9%

PRIOR YEARS COLLECTION

July 1, 2007 to September 30, 2007

Suspense Collections	4,731.12	Suspense Interest Less Fees	3,458.19
Prior Years Taxes	<u>120,147.35</u>	Interest and Lien Fees	<u>42,467.92</u>
	<u>124,878.47</u>		<u>45,926.11</u>

	GRAND LST	ADJUSTMENTS	ADJUSTED	PAID	% PAID	DELINQUENT	% DEL
	2005		LIST			BALANCE	
RE 1st	8,935,756	16,496	8,952,252	8,762,736	97.9%	189,516	2.1%
PER 1st	374,993	452	375,444	362,625	96.6%	12,819	3.4%
MV	1,560,728	(30,925)	1,529,803	1,345,962	88.0%	183,841	12.0%
Due 7/1/05	10,871,476	(13,977)	10,857,499	10,471,324	96.4%	386,176	3.6%
RE 2nd	8,932,276	15,742	8,948,017	335,654	3.8%	8,612,364	96.2%
PER 2nd	369,608	488	370,096	73,274	19.8%	296,822	80.2%
Due 1/1/06	9,301,884	16,229	9,318,113	408,928	4.4%	8,909,186	95.6%
TOTAL	20,173,361	2,252	20,175,613	10,860,251	53.9%	9,295,361	46.1%

PRIOR YEARS COLLECTION

July 1, 2006 to September 30, 2006

Suspense Collections	1,855.24	Suspense Interest Less Fees	1,555.52
Prior Years Taxes	<u>66,962.02</u>	Interest and Lien Fees	<u>45,082.05</u>
	<u>68,818.26</u>		<u>46,637.57</u>

TOWN OF MANSFIELD
 BOARD OF EDUCATION
 RECAP OF SPECIAL EDUCATION REVENUES AND EXPENDITURES

As of September 30, 2007

REVENUE:

TUITION REVENUE:

RECEIVED TO DATE	6,673.00
OUTSTANDING RECEIVABLE	0.00
TOTAL TUITION REVENUE	6,673.00

EXCESS COST & STATE AGENCY GRANT	0.00
SERVICES FOR THE BLIND	0.00
MEDICAID REIMBURSEMENT PROGRAM	0.00

TOTAL REVENUES	6,673.00
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EXPENDITURES:

TUITION PAYMENTS (BALANCE):

PUBLIC	55,759.60
PRIVATE	(27,578.20)
STATE AGENCY/PUBLIC	40,000.00
STATE AGENCY/PRIVATE	40,000.00

TOTAL TUITION PAYMENTS UNDER (OVER) BUDGET	108,181.40
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TUITON COST OF REGULAR EDUCATION STUDENT PLACED BY THE STATE (none at this time)	0.00
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OCCUPATIONAL & PHYS THERAPY - UNDER (OVER) BUDGET (A/C 112-62104-XXXXX-52)	75,276.00
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TRANSPORTATION UNDER (OVER) BUDGET	93,374.89
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TOTAL EXPENDITURES BALANCE - UNDER (OVER)	276,832.29
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TOTAL BALANCE UNDER (OVER) BUDGET	283,505.29
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CAPITAL PROJECTS - OPEN SPACE
STATUS REPORT THROUGH SEPTEMBER 30, 2007

Acreage	Total Budget	Expended Thru 6/30/2007	Current Year Expenditures	Estimated Unexpended Balance	Anticipated Grants
	\$4,256,855				
Expenditures Prior to 92/93		130,790			
<u>UNALLOCATED COSTS:</u>					
Appraisal Fees - Various		17,766			
Financial Fees		8,975			
Legal Fees		10,710			
Survey & Inspections		6,475			
Outdoor Maintenance		8,274			
Major Additions - Improvements		3,000			
Miscellaneous Costs		2,927			
Forest Stewardship-50' Cliff Preserve		3,852			
Parks Coordinator		103,604	(247)		
<u>PROPERTY PURCHASES:</u>					
Bassetts Bridge Rd Lots 1,2,3	6.23	126,439			
Baxter Property	25.80	163,330			
Bodwell Property	6.50	42,703			
Boettiger, Orr, Parish Property	106.00	101,579			
Dorwart Property		4,250			
Dunnack Property	32.00	35,161			
Eaton Property	8.60	162,236			
Ferguson Property	1.19	31,492			
Fesik Property	7.40	7,636			
Hatch/Skinnaer Property	35.33	291,780			
Holinko Property	18.60	62,576			
Larkin Property	11.70	24,202			
McGregor Property	2.10	8,804			
McShea Property		1,500			
Morrow Meadow Park Develop.	15.00				
Morneau Property		4,310			
Mullane Property (Joshua's Trust)	17.00	10,000			
Olsen Property	59.75	104,133			
Porter Property	6.70	135,466			
Reed Property	23.70	69,527			
Rich Property	102.00	283,322			
Sibley Property	50.57	90,734			
Swanson Property (Browns Rd)	29.00	64,423			
Thompson/Swaney Prop. (Bone Mill)		1,500			
Torrey Property	29.50	91,792			
Vernon Property	3.00	31,732			
Estate of Vernon - Property	68.41	257,996			
Warren Property	6.80	24,638			
Watts Property	23.50	92,456			
	664.35	\$4,256,855	\$2,624,090	(\$247)	\$1,633,012
					\$0

Project Name	Breakdown of Expenditures of Prior to 92/93	
85105 - Local Funds 94/95	\$250,000	White Cedar Swamp - Purchase \$50,000
85105 - Local Funds 90/91	227,855	Appraisal Fees 250
85105 - Local Funds 97/98	250,000	Financial Fees 5,457
85105 - Local Funds 98/99	250,000	Miscellaneous Costs 605
85105 - Local Funds 99/00	250,000	Unidentifiable (Prior 89/90) 74,478
85105 - Local Funds 00/01	250,000	
85105 - Local Support June 15, 2001	5,000	
85105 - Local Funds 01/02	250,000	
85105 - Local Funds 02/03	75,000	
85105 - Local Funds 03/04	100,000	
85105 - State Support - Rich Property	60,000	
85105 - State Support - Hatch/Skinnaer Property	126,000	
85105 - State Support - Olsen Property	50,000	
85105 - State Support - Vernon Property	112,000	
85105 - Authorized Bonding - 06/07	1,000,000	
85114 - Bonded Funds	1,000,000	
	\$4,256,855	

AWARD OF CONTRACTS BY OTHER THAN
FORMAL COMPETITIVE BID
FISCAL YEAR 07/08

Contractor	Project	Contract Date	Contract Amount	Other Solicited Vendors	Reason for not using Formal Bid Procedure
Wyndham Corporate Interiors	IT Dept. Furniture	7/3/2007	14,877.00	N/A	State Bid
New Engloand Fitness	MCC Equipment	7/5/2007	26,000.00	N/A	State Bid
Hain Materials	Class II	7/9/2007	35,350.00	N/A	State Bid Plus Local Vendor
Fuss & O'Neill	Repair to Old Turnpike Bridge	7/17/2007	22,950.00	Pulnam Welding Old Colony Construction McClain & Co	RFP
I. E. O'Brien	Vinton School Playscape Project	7/24/2007	20,166.06	N/A	State Bid
Chipman's Fire Equipment	Fire Protection Equipment	8/14/2007	110,940.00	N/A	State Bid
Northwest Hills Dealership	Mainenance Truck	8/1/2007	24,119.00	N/A	State Bid
Northwest Hills Dealership	Pickup Truck	8/31/2007	23,445.00	N/A	State Bid
Dupont Systems, Inc.	Vault Shelving	9/28/2007	47,875.00	N/A	State Bid

Maintenance Projects
Capital Account 86260

As of September 30, 2007

Date	Project Description	Status	Estimated Cost	Paid/Encumb	Actual Balance	Estimated Balance
06/30/07	Ending Balance				\$ 4,966	
06/07	Yearend Board Funding				110,000	
07/08	Capital Funding				30,000	
07/01/07	Beginning Balance				144,966	144,966
1	Chain Link Fence-Station 307 (Arrow Fence)		2,500		144,966	142,466
2	Repair vent system - MCC (Trane)		6,700		144,966	135,766
3	Maintenance Truck		24,120	24,119	120,847	111,646
4	Bonner Electric - Emergency Service at Town Hall		4,500	4,500	116,347	107,146
5	Fuss & O'Neill - Co-gen Project		1,500	1,500	114,847	105,646

Town of Mansfield
 YTD Revenue Summary By Source
 Fiscal Year: 2008

Account Description	Estimated Revenue	Debits	Credits	Remaining	Pct Used
General Fund - Town					
Taxes and Related Items					
40101 Current Year Levy	21,295,682.00	6,140.93	11,684,803.84	9,617,019.09	54.84
40102 Prior Year Levy	200,000.00	3,031.14	122,953.33	80,077.81	59.96
40103 Interest & Lien Fees	125,000.00	166.17	42,847.19	82,318.98	34.14
40104 Motor Vehicle Supplement	175,000.00	.00	123.57	174,876.43	.07
40105 Susp. Coll. Taxes - Trnsc.	6,000.00	.00	4,188.57	1,811.43	69.81
40106 Susp. Coll. Int. - Trnsc.	4,000.00	.00	3,058.20	941.80	76.46
40108 Motor Vehicle Penalty	4,200.00	5.00	580.00	3,625.00	13.69
Total Taxes and Related Items	21,809,882.00	9,343.24	11,858,554.70	9,960,670.54	54.33
Licenses and Permits					
40201 Misc Licenses & Permits	2,140.00	.00	659.00	1,481.00	30.79
40202 Sport Licenses	700.00	.00	67.00	633.00	9.57
40203 Dog Licenses	7,500.00	-74.00	2,278.60	5,147.40	31.37
40204 Conveyance Tax	255,000.00	.00	55,013.40	199,986.60	21.57
40210 Trailer & Subdivision Permits	5,000.00	.00	1,820.00	3,180.00	36.40
40211 Zoning Permits	18,000.00	.00	5,850.00	12,150.00	32.50
40212 Zba Applications	1,500.00	.00	320.00	1,180.00	21.33
40214 Iwa Permits	4,000.00	.00	425.00	3,575.00	10.63
40223 Sewer Permits	50.00	.00	.00	50.00	.00
40224 Road Permits	2,700.00	.00	600.00	2,100.00	22.22
40230 Building Permits	292,000.00	.00	60,840.00	231,160.00	20.84
40231 Adm Cost Reimb-permits	100.00	.00	36.00	64.00	36.00
40232 Housing Code Permits	58,000.00	.00	19,050.00	38,950.00	32.84
40233 Housing Code Penalties	100.00	.00	.00	100.00	.00
40234 Landlord Registrations	.00	.00	375.00	-375.00	.00
Total Licenses and Permits	646,790.00	-74.00	147,334.00	499,382.00	22.79
Fed. Support Gov					
40352 Payment In Lieu Of Taxes	1,850.00	.00	.00	1,850.00	.00
40357 Social Serv Block Grant	3,650.00	.00	3,657.00	-7.00	100.19
Total Fed. Support Gov	5,500.00	.00	3,657.00	1,843.00	66.49
State Support Education					
40401 Education Assistance	9,222,950.00	.00	.00	9,222,950.00	.00
40402 School Transportation	269,620.00	.00	.00	269,620.00	.00
Total State Support Education	9,492,570.00	.00	.00	9,492,570.00	.00
State Support Gov					
40451 Pilot - State Property	7,806,360.00	.00	.00	7,806,360.00	.00
40454 Circuit Crt-parking Fines	.00	.00	190.00	-190.00	.00
40455 Circuit Breaker	44,000.00	.00	.00	44,000.00	.00
40456 Tax Relief For Elderly	1,840.00	.00	2,000.00	-160.00	108.70
40457 Library - Connecticutcard/ill	12,000.00	.00	.00	12,000.00	.00
40458 Library - Basic Grant	2,500.00	.00	.00	2,500.00	.00

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Town of Mansfield
 YTD Revenue Summary By Source
 Fiscal Year: 2008

Account Description	Estimated Revenue	Debits	Credits	Remaining	Pct Used
40459 Tax Credit New Mfg Equipment	6,830.00	.00	.00	6,830.00	.00
40460 Boat Reimbursement	2,500.00	.00	.00	2,500.00	.00
40462 Disability Exempt Reimb	800.00	.00	.00	800.00	.00
40465 Emerg Mgmt Performance Grant	7,000.00	6,000.00	.00	13,000.00	-85.71
40469 Veterans Reimb	6,370.00	.00	.00	6,370.00	.00
40494 Judicial Revenue Distribution	3,000.00	.00	2,779.00	221.00	92.63
40496 Pilot-holinko Estates	13,500.00	.00	.00	13,500.00	.00
Total State Support Gov	7,906,700.00	6,000.00	4,969.00	7,907,731.00	- .01
Charge for Services					
40604 Data Process Serv-reg 19	10,390.00	.00	2,597.50	7,792.50	25.00
40605 Region 19 Financial Serv	72,920.00	.00	18,230.00	54,690.00	25.00
40606 Health District Services	12,470.00	.00	.00	12,470.00	.00
40610 Recording	75,000.00	.00	19,384.00	55,616.00	25.85
40611 Copies Of Records	13,400.00	.00	8,021.54	5,378.46	59.86
40612 Vital Statistics	5,000.00	.00	1,692.00	3,308.00	33.84
40613 Sale Of Maps/regs	60.00	.00	43.00	17.00	71.67
40620 Police Service	41,600.00	9,530.00	8,569.00	42,561.00	-2.31
40622 Redemption/Release Fees	3,000.00	.00	618.00	2,382.00	20.60
40625 Animal Adoption Fees	1,600.00	.00	325.00	1,275.00	20.31
40628 Redemption Fees-Hampton/Scot	400.00	.00	142.50	257.50	35.63
40629 Adoption Fees-Hampton Scotland	20.00	.00	15.00	5.00	75.00
40641 Postage On Overdue Books	16,000.00	.00	4,615.23	11,384.77	28.85
40650 Blue Prints	100.00	.00	50.00	50.00	50.00
40656 Reg Dist 19 Grnds Mntnce	73,620.00	.00	18,405.00	55,215.00	25.00
40663 Zoning Regulations	250.00	.00	50.00	200.00	20.00
40671 Day Care Grounds Maintenance	10,390.00	.00	10,390.00	.00	100.00
40674 Charge for Services	2,000.00	.00	.00	2,000.00	.00
40678 Celeron Sq Assoc Bikepath Main	2,700.00	.00	2,700.00	.00	100.00
Total Charge for Services	340,920.00	9,530.00	95,847.77	254,602.23	25.32
Fines and Forfeitures					
40702 Parking Tickets - Town	4,500.00	.00	1,295.00	3,205.00	28.78
40710 Building Fines	250.00	.00	135.00	115.00	54.00
40711 Landlord Registration Penalty	.00	.00	25.00	-25.00	.00
Total Fines and Forfeitures	4,750.00	.00	1,455.00	3,295.00	30.63
Miscellaneous					
40801 Rent	5,590.00	.00	1,440.00	4,150.00	25.76
40804 Rent - Historical Soc	2,000.00	.00	1,300.00	700.00	65.00
40807 Rent - Town Hall	500.00	.00	100.00	400.00	20.00
40808 Rent - Senior Center	100.00	.00	.00	100.00	.00
40813 General Assistance - Indiv.	.00	.00	1,983.43	-1,983.43	.00
40817 Telecom Services Payment	100,000.00	.00	.00	100,000.00	.00
40820 Interest Income	600,000.00	4,858.05	100,032.85	504,825.20	15.86
40825 Rent - R19 Maintenance	2,790.00	.00	2,790.00	.00	100.00
40890 Other	2,750.00	2,291.99	2,684.80	2,357.19	14.28

- 08 -

Town of Mansfield
 YTD Revenue Summary By Source
 Fiscal Year: 2008

Account Description	Estimated Revenue	Debits	Credits	Remaining	Pct Used
Total Miscellaneous	713,730.00	7,150.04	110,331.08	610,548.96	14.46
Operating Transfers In 40928 School Cafeteria	2,500.00	.00	2,500.00	.00	100.00
Total Operating Transfers In	2,500.00	.00	2,500.00	.00	100.00
al 111 General Fund - Town	40,923,342.00	31,949.28	12,224,648.55	28,730,642.73	29.79
GRAND TOTAL *****	40,923,342.00	31,949.28	12,224,648.55	28,730,642.73	29.79

Total Number of Accounts: 76

SELECTION LEGEND -----
 t Type: R
 111 TO 111

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Town of Mansfield
 YTD Expenditure Summary By Activity
 Fiscal Year: 2008

Account Description	Appropriations	Pre-encumbrance	Encumbrance	Expenditures	Remaining Balance
General Fund - Town					
General Government					
11100 Legislative	80,270.00	.00	.00	37,626.42	42,643.58
11101 Charter Revision	2,000.00	.00	.00	288.13	1,711.87
12100 Municipal Management	182,840.00	.00	.00	44,383.50	138,456.50
12200 Human Resources	75,210.00	.00	.00	15,909.63	59,300.37
13100 Town Attorney	20,000.00	.00	.00	.00	20,000.00
13200 Probate	2,230.00	.00	.00	602.36	1,627.64
14200 Registrars	28,650.00	.00	.00	4,768.88	23,881.12
15100 Town Clerk	176,180.00	.00	10,778.33	36,114.10	129,287.57
15200 General Elections	17,550.00	.00	.00	133.50	17,416.50
16100 Finance Administration	68,830.00	.00	.00	19,017.08	49,812.92
16200 Accounting & Disbursements	261,170.00	.00	.00	53,627.08	207,542.92
16300 Revenue Collections	143,990.00	.00	114.30	49,635.32	94,240.38
16402 Property Assessment	176,450.00	.00	100.00	35,538.67	140,811.33
16510 Central Copying	39,000.00	.00	.00	35,000.00	4,000.00
16511 Central Services	33,800.00	.00	173.03	20,329.60	13,297.37
16600 Information Technology	62,820.00	.00	4,377.65	-11,544.20	69,986.54
Total General Government	1,370,990.00	.00	15,543.32	341,430.07	1,014,016.61
Public Safety					
21200 Police Services	901,430.00	.00	932.40	83,158.14	817,339.46
21300 Animal Control	87,120.00	.00	.00	20,139.55	66,980.45
22101 Fire Marshal	115,410.00	.00	11,854.11	23,702.93	79,852.96
22155 Fire & Emerg Services Admin	200,270.00	.00	.00	43,628.23	156,641.77
22160 Fire & Emergency Services	1,369,930.00	.00	16,579.33	345,317.44	1,008,033.23
23100 Emergency Management	34,020.00	.00	.00	6,616.82	27,403.18
Total Public Safety	2,708,180.00	.00	29,365.84	522,563.11	2,156,251.05
Public Works					
30100 Public Works Administration	169,780.00	.00	525.00	36,340.88	132,914.12
30200 Supervision & Operations	84,280.00	.00	857.00	18,365.65	65,057.35
30300 Road Services	661,740.00	.00	130.00	161,123.54	500,486.46
30400 Grounds Maintenance	285,890.00	.00	598.00	59,602.02	225,689.98
30600 Equipment Maintenance	488,690.00	.00	144.45	34,770.79	453,774.76
30700 Engineering	210,060.00	.00	.00	37,819.56	172,240.44
30800 Building Inspection	155,750.00	.00	29,500.00	27,697.01	98,552.99
30810 Housing Code Enforcement	113,140.00	.00	.00	24,876.71	88,263.29
30900 Maintenance Of Buildings	736,140.00	.00	47,383.61	136,018.31	552,738.08
Total Public Works	2,905,470.00	.00	79,138.06	536,614.47	2,289,717.47
Community Services					
42100 Social Service Administration	274,130.00	.00	.00	39,253.45	234,876.55
42202 Mansfield Challenge - Winter	2,650.00	.00	.00	.00	2,650.00
42204 Youth Employment - Middle Sch	4,000.00	.00	.00	200.00	3,800.00
42210 Youth Services	115,180.00	.00	.00	26,401.68	88,778.32
42300 Senior Services	209,130.00	.00	.00	45,739.13	163,390.87

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Town of Mansfield
 YTD Expenditure Summary By Activity
 Fiscal Year: 2008

Account Description	Appropriations	Pre-encumbrance	Encumbrance	Expenditures	Remaining Balance
43100 Library Administration	605,500.00	.00	8,765.70	129,718.49	467,015.81
44100 Recreation Administration	194,610.00	.00	.00	38,252.88	156,357.12
45000 Contributions To Area Agency	304,030.00	.00	78,780.00	228,873.45	-3,623.45
Total Community Services	1,709,230.00	.00	87,545.70	508,439.08	1,113,245.22
Community Development					
51100 Planning Administration	320,760.00	.00	.00	45,204.73	175,555.27
52100 Planning/Zoning Inland/Wetlnd	19,050.00	.00	.00	2,585.17	16,464.83
58000 Boards and Commissions	102,500.00	.00	.00	599.62	7,900.38
Total Community Development	248,310.00	.00	.00	48,389.52	199,920.48
Town-Wide Expenditures					
71000 Employee Benefits	2,132,350.00	.00	.00	745,514.23	1,386,835.77
72000 Insurance	121,880.00	.00	81,252.00	33,708.20	6,919.80
73000 Contingency	50,000.00	.00	.00	.00	50,000.00
Total Town-Wide Expenditures	2,304,230.00	.00	81,252.00	779,222.43	1,443,755.57
Other Financing					
92000 Other Financing Uses	527,500.00	.00	.00	527,500.00	.00
Total Other Financing	527,500.00	.00	.00	527,500.00	.00
Total 111 General Fund - Town	11,773,910.00	.00	292,844.92	3,264,158.68	8,216,906.40
GRAND TOTAL *****	11,773,910.00	.00	292,844.92	3,264,158.68	8,216,906.40

- SELECTION LEGEND -----
 at Type: E
 111 TO 111

Mansfield Board of Education
 YTD Expenditure Summary By Activity
 Fiscal Year: 2008

Account Description	Appropriations	Pre-encumbrance	Encumbrance	Expenditures	Remaining Balance
General Fund - Board					
61101 Regular Instruction	7,323,260.00	.00	.00	630,651.91	6,692,608.09
61102 English	53,620.00	.00	6,933.04	22,765.89	23,921.07
61104 World Languages	10,440.00	.00	1,337.76	513.35	8,588.89
61105 Health & Safety	8,870.00	.00	336.42	1,188.32	7,345.26
61106 Physical Education	14,750.00	.00	1,225.56	8,461.48	5,062.96
61107 Art	14,130.00	.00	5,907.37	2,607.10	5,615.53
61108 Mathematics	29,700.00	.00	3,409.41	10,875.85	15,414.74
61109 Music	19,270.00	.00	1,716.56	2,958.04	14,595.40
61110 Science	29,980.00	.00	3,496.17	12,538.20	13,945.63
61111 Social Studies	24,660.00	.00	1,509.45	14,109.38	9,041.17
61115 Information Technology	247,740.00	.00	62,373.09	75,461.47	109,905.44
61122 Family & Consumer Science	10,120.00	.00	4,400.00	.00	5,720.00
61123 Technology Education	10,150.00	.00	45.09	2,246.06	7,858.85
61201 Special Ed Instruction	1,355,200.00	.00	4,107.25	113,329.67	1,237,763.08
61202 Enrichment	350,790.00	.00	1,707.57	32,246.42	356,836.01
61204 Preschool	305,240.00	.00	291.80	21,866.37	283,081.83
61310 Remedial Education	420,640.00	.00	429.86	37,288.55	382,921.59
61400 Summer School	44,000.00	.00	.00	31,923.84	12,076.16
61600 Tuition Payments	275,000.00	.00	85,320.00	27,218.20	162,461.80
61900 Central Service-Instr Suppl.	165,440.00	.00	9,848.63	113,196.88	42,394.49
62102 Guidance Services	117,240.00	.00	201.24	10,205.58	106,833.18
62103 Health Services	210,700.00	.00	523.18	26,098.54	184,078.28
62104 Occupational & Phys. Therapy	173,000.00	.00	9,500.00	11,224.00	152,276.00
62105 Speech And Hearing Services	167,630.00	.00	.00	28,480.25	139,149.75
62106 Pupil Services - Testing	11,570.00	.00	.00	.00	11,570.00
62108 Psychological Services	320,050.00	.00	772.56	30,938.09	288,339.35
62201 Curriculum Development	254,030.00	.00	2,276.00	51,833.18	199,920.82
62202 Professional Development	39,230.00	.00	1,945.46	3,047.59	34,236.95
62302 Media Services	36,710.00	.00	175.00	3,798.82	32,736.18
62310 Library	272,960.00	.00	10,173.15	28,203.53	234,583.32
62401 Board Of Education	279,440.00	.00	.00	106,133.18	173,306.82
62402 Superintendent's Office	343,740.00	.00	1,677.65	87,740.19	254,322.16
62404 Special Education Admin	260,410.00	.00	1,278.52	51,992.01	207,139.47
62520 Principals' Office Services	896,560.00	.00	5,038.11	196,365.92	695,155.97
62521 Support Services - Central	32,620.00	.00	4,949.20	7,993.28	19,677.52
62523 Field Studies	13,500.00	.00	.00	-371.36	13,871.36
62601 Business Management	323,380.00	.00	43,752.00	171,215.53	108,412.47
62710 Plant Operations - Building	1,642,060.00	.00	91,577.12	233,983.07	1,316,499.81
62801 Regular Transportation	699,850.00	.00	.00	-30,076.90	729,926.90
62802 Spec Ed Transportation	109,440.00	.00	32,760.00	23,865.11	52,814.89
63430 After School Program	30,330.00	.00	.00	.00	30,330.00
63440 Athletic Program	31,320.00	.00	4,117.93	1,281.33	25,920.74
68000 Employee Benefits	2,768,850.00	.00	.00	722,778.86	2,046,071.14
69000 Transfers Out To Other Funds	52,000.00	.00	.00	52,000.00	.00
Total 112 General Fund - Board	19,839,620.00	.00	405,112.15	2,980,176.78	16,454,331.07

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**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *Matt*
CC: Maria Capriola, Assistant to Town Manager; Jeffrey Smith, Director of Finance; Cherie Trahan, Controller/Treasurer
Date: November 26, 2007
Re: Capital Projects Closeouts

Subject Matter/Background

Attached please find correspondence from Director of Finance Jeffrey Smith recommending a number of adjustments to the capital projects fund. Throughout the fiscal year, we do periodically recommend such adjustments, and the Director will be available at Monday's meeting to address any questions that you may have.

Recommendation

The Finance Committee reviewed the proposed budget adjustments at their November 13, 2007 meeting and voted to recommend that the Council approve the adjustments as presented. Staff recommends that the Town Council accept the Finance Committee's recommendation.

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

Move, effective November 26, 2007, to adopt the adjustments to the capital projects fund, as recommended by the Director of Finance in his correspondence dated October 22, 2007.

Attachments

- 1) J. Smith re: Capital Projects Fund
- 2) Proposed Capital Fund Budget Changes

INTER

OFFICE

MEMO

FINANCE DEPARTMENT, TOWN OF MANSFIELD

To: Matthew W. Hart, Town Manager
From: Jeffrey H. Smith, Director of Finance
Subject: Capital Projects Fund
Date: October 22, 2007

Attached is an analysis of current and proposed revenue and expenditure budgets for specific capital projects. If adopted as presented, it will accomplish the following:

1. Officially close out completed/cancelled projects:

81101	Town Hall Add'l. Parking	83629	Garage Service Truck
81207	Re-roof Historical Society Bldg.	83730	Vac-All Body Replacement
81916	Plan of Conservation & Development	83912	Mapping Workstation/Software
81918	Traffic Consultant	83915	Vehicle AVL System
82204	Vent & Exhaust System	83916	Town Aerial Photos
82623	Fire Chief Vehicle	85805	Comm. Ctr. Expansion
83218	Town Garage Furnaces	86263	Elem. Schools Shelving
83517	Mansfield Center Improvements	86269	MMS Auditorium Renov.
83522	Maple Rd. Reconstruction		
83526	Separatist Rd. Bikeway		
83627	Large Dump Truck		

2. Increase (decrease) funding for the following overspent (underspent) projects:

81207	Re-roof Historical Society Building	\$(400)
81916	Plan of Conservation & Development	355
81918	Traffic Consultant	(16,520)
82204	Vent & Exhaust System	(1,790)
82623	Fire Chief Vehicle	(53)
83218	Town Garage Furnaces	1,576
83517	Mansfield Center Improvements	(34,423)
83522	Maple Rd. Reconstruction	(1,180,433)
83526	Separatist Rd. Bikeway	(147,461)
83627	Large Dump Truck	6,865
83629	Garage Service Truck	(5,358)
83730	Vac-All Body Replacement	(21,145)

83915	Vehicle AVL System	(5,950)
83916	Town Aerial Photos	(1,760)
86263	Elementary School Shelving	(25)
86269	MMS Auditorium Renovations	8,257

3. Transfer \$7,100 From Project 83202-Roof Replacement to complete funding for Project 81207-Reroof Historical Society Building.
4. Fund the Capital Projects Coordinator's salary and fringe benefits (Project 80101) through 6/30/07.
5. Recognize a \$25,000 grant from OPM for Project 84212- ADA Compliance, and fund the local share of \$1,300.
6. Fund Project 84901- Senior Center Assoc Study at \$8,750 from CNR funds.
7. Reduce the revenue budget for Project 85803- Community Center Walking Track from \$325,000 to \$277,618, the amount actually spent.
8. Recognize an appropriation of \$110,000 to Project 86260- Deferred Maintenance Projects from the Board of Education at June 30, 2007.
9. Revise the revenue budgets for school Projects 86106 and 86284 to agree with approved State grants and required local funds.

JHS:cd

Attachment

PROPOSED CAPITAL FUND BUDGET CHANGES

Page 1 of 2

JOB #	DESCRIPTION	FUNDING SOURCE	REVENUE BUDGET					EXPENDITURE BUDGET				BALANCE TO SPEND (OVERSPENT)
			CURRENT BUDGET	BUDGET CHANGE	PROPOSED BUDGET	ACTUAL REVENUES	OVER/ (UNDER) PROPOSED	CURRENT BUDGET	BUDGET CHANGE	PROPOSED EXPEND.	ACTUAL EXPEND.	
80101	Capital Projects Coordinator	CNR	\$ 441,685	\$ 93,686	\$ 535,371	\$ 441,685	\$ (93,686)	\$ 441,685	\$ 93,686	\$ 535,371	\$ 535,371	-
81101	Town Hall Add'l Parking	CNR	60,000		60,000	60,000		60,000		60,000	60,000	.
81203	Community Center Architects Study	CNR	19,850	1,950	21,800	19,850	(1,950)	19,850	1,950	21,800	21,800	-
81207	Re-roof OldTown Hall	Grant Loc Sup CNR	8,200		8,200	8,200						
				700	700	700						
	Total 81207		8,200	(1,100)	7,100		(7,100)					
			16,400	(400)	16,000	8,900	(7,100)	16,400	(400)	16,000	16,000	.
81916	Plan of Conservation & Develop.	CNR	13,242	355	13,597	13,242	(355)	13,242	355	13,597	13,597	.
81918	Traffic Consultant	CNR	50,000	(16,520)	33,480	50,000	16,520	50,000	(16,520)	33,480	33,480	.
82204	Ventilation & Exhaust System	CNR	8,000	(1,790)	6,210	8,000	1,790	8,000	(1,790)	6,210	6,210	.
82623	Fire Chief Vehicle	CNR	35,000	(53)	34,947	35,000	53	35,000	(53)	34,947	34,947	.
83202	Roof Replacement	CNR	130,000	(7,100)	122,900	130,000	7,100	130,000	(7,100)	122,900	118,209	4,691
83218	Town Garage Furnace	CNR	10,000	1,576	11,576	10,000	(1,576)	10,000	1,576	11,576	11,576	.
83517	Mansfield Center Improvements	ISTEA CNR	217,880	(9,050)	208,830	208,830						
			172,120	(25,373)	146,747	172,120	25,373					
	Total 83517		390,000	(34,423)	355,577	380,950	25,373	390,000	(34,423)	355,577	355,577	.
83522	Maple Rd. Reconstruction	State CNR TA/RD	1,157,000	(1,157,000)								
			40,000	(23,433)	16,567	40,000	23,433					
			75,000		75,000	75,000						
	Total 83522		1,272,000	(1,180,433)	91,567	115,000	23,433	1,272,000	(1,180,433)	91,567	91,567	.
83526	Separatist Road Bikeway	Loc Sup CNR	100,000	(100,000)								
			650,000	(47,461)	602,539	650,000	47,461					
	Total 83526		750,000	(147,461)	602,539	650,000	47,461	750,000	(147,461)	602,539	602,539	.
83627	Large Dump Truck	CNR	98,811	6,865	105,676	98,811	(6,865)	98,811	6,865	105,676	105,676	.
83629	Garage Service Truck	CNR	60,000	(5,358)	54,642	60,000	5,358	60,000	(5,358)	54,642	54,642	.
83730	Vac-All Body Replacement	CNR	30,000	(21,145)	8,855	30,000	21,145	30,000	(21,145)	8,855	8,855	.
83912	Mapping Work Station/Software	CNR	120,000		120,000	120,000		120,000		120,000	120,000	.
83915	Vehicle AVL System	CNR	25,000	(5,950)	19,050	25,000	5,950	25,000	(5,950)	19,050	19,050	.
83916	Town Aerial Photos	CNR	35,000	(1,760)	33,240	35,000	1,760	35,000	(1,760)	33,240	33,240	.
84212	ADA Compliance	OPM Grant CNR		25,000	25,000		(25,000)					
			25,000	(23,700)	1,300		(1,300)					
	Total 84212		25,000	1,300	26,300		(26,300)	25,000	1,300	26,300	3,847	22,453

PROPOSED CAPITAL FUND BUDGET CHANGES

84901	Senior Center Assoc. Study	CNR		8,750	8,750	(8,750)		8,750	8,750	875	7,900	
85803	Comm. Ctr. Walking Track	Loc Sup	325,000	(47,382)	277,618	152,000	(125,618)	325,000	(47,382)	277,618	277,618	
86106	New Wells - Schools	State	400,000	464,270	864,270		(864,270)					
		CNR	235,730		235,730	235,730						
			635,730	464,270	1,100,000	235,730	(864,270)	635,730	464,270	1,100,000	811,283	288,717
86260	Deferred Maint. Projects	GF/Bd	108,500	110,000	218,500	218,500						
		CNR	115,000		115,000	115,000						
		Other	136,436		136,436	136,436						
			359,936	110,000	469,936	469,936		359,936	110,000	469,936	354,970	114,966
86263	Elem Schools' Shelving	CNR	12,800	(25)	12,775	12,800	25	12,800	(25)	12,775	12,775	
86269	MMS Auditorium Renovation	CNR	150,000	8,257	158,257	150,000	(8,257)	150,000	8,257	158,257	158,257	
86284	MMS Heating Alterations	State	2,774,000	(64,050)	2,709,950		(2,709,950)					
		Bonds	1,026,000	64,050	1,090,050		(1,090,050)					
			3,800,000		3,800,000		(3,800,000)	3,800,000		3,800,000	3,800,000	
Grand Total			\$ 8,873,454	\$ (772,791)	\$ 8,100,663	\$ 3,311,904	\$ (4,788,759)	\$ 8,873,454	\$ (772,791)	\$ 8,100,663	\$ 3,861,936	\$ 4,238,727

Recap of Funding Changes:

Bonds	\$ 64,050
CNR	(59,329)
Gen Fund - Board	110,000
Local Support	(146,682)
State Grants	(731,780)
ISTEA Grant	(9,050)
	<u>\$ (772,791)</u>

PAGE
BREAK



Town of Mansfield Agenda Item Summary

To: Town Council
 From: Matt Hart, Town Manager *Matt*
 CC: Maria Capriola, Assistant to Town Manager; Cynthia van Zelm, Executive Director, Mansfield Downtown Partnership, Inc.
 Date: November 19, 2007
 Re: Resolution to Approve \$2,500,000 Urban Action Grant for Improvements to Storrs Road (Route 195) Project

Subject Matter/Background

The Mansfield Downtown Partnership, Inc., has been working since 2001 in cooperation with the Town of Mansfield and the University of Connecticut to develop a mixed-use downtown center. A major part of creating the Storrs Center project is to make improvements to Storrs Road to establish it as a pedestrian-oriented main street.

In August 2005, the Town of Mansfield applied to the Connecticut Department of Economic and Community Development (DECD) for an Urban Action Grant seeking: 1) \$12,000,000 for the partial cost of municipal parking facilities; 2) \$50,000 for relocation expenses for businesses that will be relocated as part of the project; and 3) \$2,500,000 for partial cost of improvements for Storrs Road. The total amount of the grant request is \$15 million.

On March 30, 2007, the Connecticut Bond Commission awarded \$2,500,000 to the Town of Mansfield for improvements to Storrs Road. This was the full amount of the request to DECD for that portion of our Urban Action Grant application. The roadway improvements shall consist of roadway resurfacing, granite curbing, drainage improvements, traffic signal modification and replacement, under-grounding of utilities, brick pavers, sidewalks, landscaping improvements, and other related improvements.

Final application materials and a Financial Assistance Proposal must be sent to DECD to allow for the release of the funding for Storrs Road.

Financial Impact

As stated, this award will provide \$2,500,000 in funding for the Storrs Road component of the Storrs Center project. The Town of Mansfield is not required to providing any match, but will incur administrative indirect costs to manage the project and grant. Town offices that will be involved in the project include Finance, Engineering and the Town Manager's Office.

Recommendation

Staff recommends that the Town Council authorize the Town Manager to submit the Urban Action Grant application in the amount of \$2,500,000 for the Improvements to

Storrs Road (Route 195) Project and to execute an Assistance Agreement with the State of Connecticut for financial assistance if such agreement is offered.

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

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

WHEREAS, it is desirable and in the public interest that the Town of Mansfield make an application to the State for \$2,500,000 in order to undertake the Improvements to Storrs Road (Route 195) Project and to execute an Assistance Agreement.

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

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

That the filing of an application for State financial assistance by the Town of Mansfield in an amount not to exceed \$2,500,000 is hereby approved and that the Town Manager is directed to execute and file such application with the Connecticut Department of Economic and Community Development, to provide such additional information, to execute such other documents as may be required, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an agreement is offered, to execute any amendments, decisions, and revisions thereto, and to act as the authorized representative of the Town of Mansfield.

Attachments

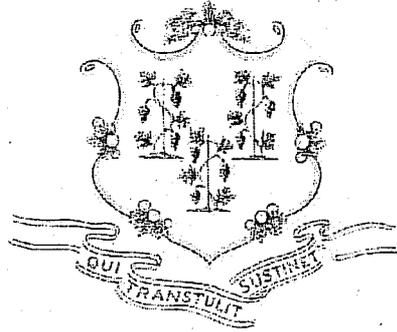
- 1) DECD proposed Financial Assistance Proposal for Improvements to Storrs Road Project

State of Connecticut

Governor M. Jodi Rell

Department of Economic and Community Development

Commissioner Joan McDonald



Financial Assistance Proposal

For

**Improvements to Storrs Road (Route 195) Project
Mansfield, Connecticut
November 2007**

November 1, 2007

Honorable Elizabeth C. Paterson
Mayor
Town of Mansfield
Audrey P Beck Municipal Building
4 South Eagleville Road
Mansfield, CT 06268-2599

Dear Mayor Paterson:

The Department of Economic and Community Development is pleased to submit a proposal for assistance in support of the Town of Mansfield's plans to fund improvements to Storrs Road to accommodate mixed use development. The following pages contain a project description and the supporting details of a financial assistance package developed jointly between your staff and ours.

This proposal represents the Governor's continuing commitment to support Connecticut's municipalities and we are pleased to have an opportunity to work with you on this project. The success of your project and your community are important to our State.

Our staff will continue to be available to you and your staff throughout the life of the project. If you have any questions concerning this proposal please contact Dimple Desai, your Development Manager, at (860) 270 - 8151.

Sincerely,

Joan McDonald
Commissioner

Agreed and Accepted By:

Town of Mansfield

Elizabeth C. Paterson, Mayor

Date

Ver. 6.06.Mun

Amount and Use of DECD Funds:

\$	5,000	Legal	
			\$ 2,495,000 Construction
			\$ 2,500,000 TOTAL

Comment [SoC4]: Page: 2
Describe how DECD's funds will be spent on the project and in what amounts e.g. to purchase machinery and equipment \$100,000. The use of funds must be eligible under MAA/UA. Categories should be consistent with Financing Plan & Budget.

PROPERTY RESTRICTIONS

Use Restriction

The Applicant shall execute and deliver to the State, a Use Restriction which shall provide that until (i) such time as the Applicant has fulfilled its obligations contained in the Use Restriction and in the Assistance Agreement, including without limitation, obligations to repay all or part of the Funding pursuant to an Instance of Default under the Assistance Agreement or (ii) 10 years following the date of the Assistance Agreement, whichever shall be the latter to occur:

- a. Before any connections are allowed to this proposed infrastructure, the applicant must abide by the conditions of the Environmental Impact Evaluation for the Proposed Graduate Student Apartments and Downtown Mansfield Master Plan Storrs, Connecticut dated October 2002, and the Municipal Development Plan Storrs Center, Mansfield, Connecticut dated January 2006.

Any default by the Applicant pursuant to the Use Restriction shall constitute a default under the Assistance Agreement requiring the Applicant to repay the entire amount of the Funding to the State. The Use Restriction shall be recorded on the land records of the Town of Mansfield.

ENVIRONMENTAL COMPLIANCE

Connecticut Environmental Policy Act

CEPA-EIE has been prepared for this project area. The activities shall comply with the document dated October 2002.

Environmental Condition of the Real Property

As determined by DECD, the environmental site assessments, survey, reports and remedial action plans will be prepared for real property subject to project activities. A professional firm licensed to practice in the State of Connecticut shall prepare the reports. The scope of investigations and report shall conform to the applicable Department of Environmental Protection laws and regulations, and the applicable American Standards for Testing Materials document standards. Copies of all reports shall be made available to DECD.

If the Applicant and/or other parties for the subject properties within the project area have conducted Environmental Site Assessments, copies of such documents must be submitted to DECD.

CONSTRUCTION COMPLIANCE

The DECD requires submission of project design documents, specifications, construction bid documents and cost estimates and other documents outlined in Schedule A. All submissions are subject to review, comment, and/or approval by the DECD's Office of Infrastructure and Real Estate and/or the DECD Commissioner.

The Applicant shall submit for review and comment the following construction-related documents: a) bid package(s) including procedures for bidding; b) bid selection process and results; c) bonding and insurance requirements; d) copies of contracts; e) updated list of project contractors; f) schedule of values; g) payment requisitions and change orders.

DECD requirements for approval of the release of funds for construction include review of construction documents, latest updated budget, submittal of bidding process, project schedule and cash flow updates, monthly reports, and any appropriate back up materials as may be needed for review such as application and certificate of payment (AIA Document G702) approved by the architect and/or engineer, appropriate invoices, etc.

ADMINISTRATIVE AND PROJECT MONITORING PLAN

The Applicant shall be required to submit to the DECD a project administration plan, acceptable to the DECD, that describes how they will document and monitor the financial and construction oversight of the State funds as required by the Assistance Agreement and as approved in the DECD's Project Financing Plan and Budget. The purpose of the plan is to assure the completion of the project within the approved Financing Plan and Budget and the appropriate use of State funds. The plan should address how State funds will be disbursed in conjunction and in accordance with all contractual agreements. The plan should include the process that they will undertake to approve payment requisitions and project construction change orders.

REPORTING

Project Audit

Each Applicant subject to a federal and/or state single audit must have an audit of its accounts performed annually. The audit shall be in accordance with the DECD Audit Guide (located at <http://www.ct.gov/ecd/cwp/view.asp?a=1096&q=249676>) and the requirements established by federal law and state statute. All Applicants not subject to a federal and/or state single audit shall be subject to a Project-specific audit of its accounts within ninety (90) days of the completion of the Project or at such times as required by the Commissioner. Such audit shall be in accordance with the DECD Audit Guide. An independent public accountant as defined by generally accepted government-auditing standards (GAGAS) shall conduct the audits. At the discretion and with the approval of the Commissioner, examiners from the Department of Economic and Community Development may conduct Project-specific audits.

The completion of the project will be determined by the end date of the most recently approved Project Financing Plan and Budget.

Semi-Annual Project Financial Statements

The Applicant will also be required to provide unaudited Balance Sheet and cumulative Statement of Program Cost to the Commissioner in the approved DECD project statement format as outlined in the most current Accounting Manual located at <http://www.ct.gov/eecd/cwp/view.asp?a=1096&q=249670> (see accounting manual financial statements). This information shall be due within 30 days after June 30th and December 31st until the Project Financing Plan and Budget expires.

Project Progress Reporting

The Applicant shall submit quarterly project milestone and progress reports acceptable to the DECD. These reports shall delineate progress in the area of fundraising as well as construction of the project. The reports will be due within 30 days after 1/1, 4/1, 7/1, and 10/1 and will be required to be provided until the expiration of the Project Financing Plan & Budget.

REQUIRED DOCUMENTS

The Applicant must provide the following required documents prior to contract closing. No financial assistance agreements will be signed by DECD until all required documents have been received, which include the following:

- N/A

PROJECT START/END DATE

For purposes of this proposal this project will have a start date of March 30, 2007, and any eligible Applicant project expenditures after that date will be permitted as part of the project. The end date of the project will be determined by the most recently approved Project Financing Plan and Budget.

Comment [DS]: Page: 9
The project start date should be consistent with the start date of the Project Financing Plan & Budget

EXPIRATION

The Town of Mansfield must accept this proposal no later than December 10, 2007. In the event the DECD does not receive the acceptance of this proposal by the aforementioned date, the offer will be considered null and void and withdrawn.

INSTANCES OF DEFAULT

If funding for the project is approved, the Assistance Agreement between DECD and the Applicant may be subject, but not limited to the following default provisions: breach of agreement, misrepresentation, receivership or bankruptcy, condemnation or seizure, lack of adequate security, violation of terms in other project documents. In addition to repayment in full of the funding, DECD's remedies may include, but not be limited to, the ability to collect an additional 5% in liquidated damages on the total amount of financial assistance, and to charge a 15% per annum rate of interest on financing provided.

CLOSING AND TRANSACTION COSTS

The Applicant shall be responsible for the payment of all necessary and appropriate costs associated with this transaction, whether or not a closing takes place, including but not limited to the State's attorneys fees and other such costs incurred by the State or associated with securing the State Financial Assistance. Such costs may also include reasonable attorney fees, appraisal costs, and other possible fees and costs related to the closing. No financing will be provided until the Applicant has paid DECD's legal fees.

LABOR COMPLIANCE

Nondiscrimination

The Applicant will comply with Connecticut General Statutes Section 4a-60, which prohibits the Applicant from discriminating or permitting discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation or physical disability, including, but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States or of the State of Connecticut.

The Applicant will comply with Connecticut General Statutes Section 4a-60a, which prohibits the Applicant from discriminating or permitting discrimination against any person or group of persons on the grounds of sexual orientation.

Affirmative Action

The Applicant will comply with Connecticut General Statutes Section 4a-60, which prohibits the Applicant from engaging in or permitting discrimination in the performance of the work involved as well as requires that the company take affirmative action to ensure that all job applicants with job related qualifications are employed and that employees are, when employed, treated in a nondiscriminatory manner.

Executive Order Number Three

The Applicant will comply with Executive Order Number Three, which gives the State Labor Commissioner continuing jurisdiction over Agreement performance in regard to nondiscrimination. It empowers the State Labor Commissioner to cancel, terminate or suspend the Assistance Agreement for violation of or noncompliance with the order or any state or federal law concerning nondiscrimination.
<http://www.cslib.org/exeorder3.htm>

Executive Order Number Seventeen

The Applicant will comply with Executive Order Number Seventeen, which gives the State Labor Commissioner and DECD joint and several jurisdiction in respect to Agreement performance in regard to listing all employment openings with the Connecticut Employment Service. <http://www.cslib.org/exeorder17.htm>

WITHDRAWAL OF FINANCIAL ASSISTANCE PROPOSAL

Notwithstanding any other provisions of this proposal, the State, in its discretion, may elect to withdraw this proposal and withhold payment of funds if:

- The Applicant shall have made to the State any material misrepresentation in the project data supporting the funding request, in the application or any supplement thereto or amendment thereof, or thereafter in the agreement, or with respect to any document furnished in connection with the project; or
- The Applicant shall have abandoned or terminated the project, or made or sustained any material adverse change in its financial stability and structure, or shall have otherwise breached any condition or covenant, material or not, in this proposal and/or thereafter in the agreement.

ADDITIONAL TERMS AND CONDITIONS

The Applicant acknowledges that the obligation of DECD to provide the financial assistance set forth herein is subject to the normal State approval process, including but not limited to review and approval of any documentation by the Attorney General as to form and substance.

The State Financial Assistance will be subject to the standard terms and conditions established by DECD for financial assistance under Sec. 4-66c of the Connecticut General Statutes. The Applicant will enter into an Assistance Agreement with the State of Connecticut, acting through DECD, which will contain but not be limited to provisions of this proposal, and set forth the terms and conditions of the State Financial Assistance; and will execute and/or deliver such other documents, agreements, and instruments as DECD may require in connection with the State Financial Assistance or any required security.

This proposal is not a contract by the State of Connecticut or the Applicant. The State shall not be bound until a contract has all approvals required by law, and is executed in accordance with all applicable State procedures.

DECD CONTACTS

DECD Development Manager: is responsible for coordinating all aspects of your project as it moves forward. Please consider the Development Manager as your main point of contact throughout the life of your project.

Contact: Dimple Desai

Phone #: (860) 270-8151

DECD Executive Director: is also available to you at any time for issues pertaining to all aspects of your project.

Contact: Chet Camarata

Phone #: (860) 270-8140

CLIENT OBLIGATION CHECKLIST

The following is a brief outline of the documents that will be required to be provided by the municipality over the life of the agreement. This is not an attempt to define all of the terms and conditions as outlined in this proposal, but to provide a snapshot of the requirements.

Comment [D6]: Page: 15
 The Development Manager should also include the year when project audit comes due; any other special conditions that may apply to the project; Job audit requirements; the checklist should also be extended if it is anticipated that the project will run beyond 10 years. Information below is just an example and should be modified to reflect your project.

General Requirement	Comment	Y E A R S										Status	
		1	2	3	4	5	6	7	8	9	10		
State Single Audit (if applicable for non-profits/municipalities)	Due within 180 days of FYE until all project funds are expended	X	X	X	X	X	X	X	X	X	X	X	
Unaudited balance sheet and Cumulative Statement of Program costs	Due every six months until Project is complete	X	X	X	X	X	X	X	X	X	X	X	
Special Reports Project Progress	Due every six months until the Project is complete	X	X	X	X	X	X	X	X	X	X	X	

Applicant Initials _____

Date _____

NEXT STEPS

The enclosed documents, accompanying this financial assistance proposal, must be completed and returned to DECD within thirty (30) calendar days of acceptance of this assistance proposal.

- * Application
- * Project Financing Plan and Budget
- * Corporate Resolution

Comment [D7]: Page: 14
This section outlines the next steps that the company must take in order for DECD to process this assistance package. It also sets a deadline for the completion and submission of the enclosed documents. Completed documents should be returned to the Regional Manager.

Please return the signed acceptance letter and initialed Client Obligation Checklist to:

State of Connecticut
Department of Economic and Community Development
Office of Infrastructure and Real Estate
505 Hudson Street
Hartford, CT 06106

Attn: Dimple Desai
4th Floor

SCHEDULE A

Schedule of Submissions and Approvals required for State Assistance

The DECD will require the Applicant to provide certain documents prior to the start of construction and through the completion of the project. In addition, DECD will require certain reviews and opportunities for comment during design and construction, through the completion of the project. The following outlines some of these documents and some of the anticipated DECD approvals:

Submissions to DECD – Start of Project to Construction Completion:

- Schematic Design Plans
- Consultant Contracts
- Consultant Engineering Reports (including civil/site, environmental, geotechnical, and structural).
- CGS 25-68(d) Floodplain Certification Submission (if applicable)
- Appraisal Reports
- Historic and Archeological Surveys, Reports, and Mitigation Deliverables (if applicable)
- Affirmative Action Compliance Reports
- Applicant Bylaws
- Applicant Conflict of Interest Policy
- Cumulative Statement of Program Cost and Project Balance Sheet
- Applicant Single Audit Act Reports
- Third Party Special Inspection Reports
- Monthly Progress Reports by Applicant (format to be approved by DECD)
- Meeting Minutes and Correspondence (between owner, architect, and/or contractor)

DECD Site Development Involvement: DECD requires on and off-site project access on regular basis for review of design and construction developments.

Submissions to DECD Upon Completion of Construction:

- Annual Audit & Management Reports
- Cumulative Statement of Project Cost and Project Balance Sheet
- Certificate of Occupancy (where applicable)
- Record documents (As Builts)
- Certificate of Substantial Completion (AIA form G704)
- Contractor's Affidavit of Payment of Debts and Claims (AIA form G706)
- Contractor's Affidavit of Release of Liens (AIA form G706A)
- Subcontractors and Suppliers Release or Waiver of Liens
- Consent of Surety Company to Final Payment (AIA G707)
- Consent of Surety to a Reduction in or Partial Release of Retainage, if applicable: (AIA form G707A)
- Final Application and Certificate for Payment (AIA form G702, and continuation sheet G703)

91 Days after Certificate of Substantial Completion has been Issued, the General Contractor may submit his request for the balance of his Retainage (AIA form G702).

PAGE
BREAK



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant to Town Manager
Date: November 26, 2007
Re: Partnership for Working Toward Inclusive Communities

Subject Matter/Background

The National League of Cities has encouraged its members to join the Partnership for Working Toward Inclusive Communities. The purpose of the Partnership is to:

- Raise awareness and focus attention on the importance and value of inclusive communities;
- Motivate cities and towns to make a public commitment to building inclusive communities;
- Provide support to local officials in focused efforts around affordable housing, race and ethnic relations, and equal citizen participation in community decision-making;
- Share valuable insights, experience, and lessons learned among participating cities and towns; and
- Recognize, publicize, and celebrate the work of cities and towns that join the Partnership.

Financial Impact

There is no cost to join the Partnership.

Recommendation

Staff recommends that the Council endorse the Town of Mansfield's membership to the Partnership for Working Toward Inclusive Communities and authorize Mayor Paterson to issue the attached proclamation.

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

Move, effective November 26, 2007, to authorize the Mayor to issue the attached Proclamation to Join the Partnership for Working Toward Inclusive Communities, thereby endorsing Mansfield's membership in the NLC Inclusive Communities Partnership.

Attachments

- 1) Proclamation to Join the Partnership for Working Toward Inclusive Communities
- 2) Partnership for Working Toward Inclusive Communities Membership Packet



***Town of Mansfield
Proclamation to Join the
Partnership for Working Toward Inclusive Communities***

Whereas, The Town of Mansfield is committed to inclusion as a fundamental aspect of our community; and

Whereas, cities and town are the best place to make inclusiveness an everyday priority; and

Whereas, local elected officials can and should lead the way forward in making inclusiveness a priority in America's cities and towns; and

Whereas, the National League of Cities has designated the Partnership for Working Toward Inclusive Communities to support cities and towns in their commitment to inclusion; and

Whereas, the National League of Cities and its member believe an inclusive community promotes equal opportunity and fairness; and

Whereas, the National League of Cities and its members believe an inclusive community promotes citizen participation and engagement; and

Whereas, National League of Cities President James C. Hunt, councilmember, Clarksburg, West Virginia, has invited local officials to join the Partnership for Working Toward Inclusive Communities and to make a commitment to building more inclusive communities in their own cities and towns.

NOW, THEREFORE, BE IT RESOLVED, that I, Elizabeth C. Paterson, Mayor of Mansfield, Connecticut, on behalf of the Town Council and the citizens of Mansfield do hereby reaffirm our commitment to inclusion as a fundamental aspect of our community, pledge active efforts to seek to achieve that goal, and urge all citizens of Mansfield to join together to support this effort.

BE IT FURTHER RESOLVED that Mansfield joins the Partnership for Working Toward Inclusive Communities.

IN WITNESS WHEREOF, I have set my hand and caused the seal of the Town of Mansfield to be affixed on this 26th day of November in the year 2007.

Elizabeth C. Paterson
Mayor, Town of Mansfield



NATIONAL LEAGUE OF CITIES

Strengthening & promoting cities as centers of opportunity, leadership, and governance

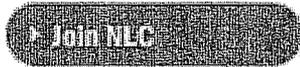
Search

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In this Section

 **Grassroots Action Center**

 **Join NLC**

 <p>Inclusive Communities</p> <p><i>National League of Cities</i></p>	<p>Our Partnership includes 175 cities and towns in 40 states representing over 17.2 million people.</p> <p>Join us today!</p> <p>E-mail Our Staff</p>	<p>Inclusive Comm</p> <p>ICP Partner</p> <p>Media C</p>
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Visit [Jim Hunt's Blog](#) to read about his experiences visiting cities to promote the Inclusive Communities Partnership (This is a personal blog developed and maintained by James Hunt).

Dear local officials and interested citizens,

The National League of Cities and its members have worked together for over 12 years to promote equality and bring attention to issues of diversity and race relations. Yet, there is still much more to be done. We are building upon the work of previous leaders, raising awareness and focusing attention on the value of inclusive communities for all.

Together as local government officials, concerned citizens, business leaders and youth, the Partnership for Working Toward Inclusive Communities can weave a creative, continuing, and sustainable partnership. The message is simple: embrace the power of "We" and make everyone feel welcome.

Remember, we can make a difference.

James C. Hunt,
 Immediate Past President, NLC
 Councilmember, Clarksburg, WV



Public Service Announcement Comcast

Comcast Cable produced a following public service announcement to promote the Partnership for Inclusive Communities. See to see what millions of Americans about Inclusive Communities

- Embrace the Power Hunt
- The Faces of America
- Embrace the Human

Goals of the Partnership:

- To raise awareness and focus attention on the importance and value of inclusive communities
- To motivate cities and towns to make a public commitment to building inclusive communities.
- To provide support to local officials in focused efforts around affordable housing, race and ethnic equal citizen participation in community decision-making.
- To share valuable insights, experiences, and lessons learned among the participating cities and towns.
- To recognize, publicize, and celebrate the work of cities and towns that join the Partnership.

How to Join:

1. The first step in joining the Partnership is passing a resolution reaffirming your community's core promoting inclusion.
2. Send a copy of your resolution and contact information to NLC. Once we receive it, your city or enrolled in the Partnership.
3. Our staff will contact you to arrange how to send you a complimentary road sign that will serve reminder that your community is working toward a better future for its citizens.
4. Our office will continue working with you to point out the programs and activities already available community that help promote the values of diversity and inclusiveness.
5. Contact our staff, and read through this website to get additional ideas on what other cities are inclusive communities.
6. Read through our Tool Kit and other NLC resources to get additional information on the research municipalities to promote equality, effective governance and diversity.

Partnership's Tool Kit:

This Tool Kit provides the foundation for cities and towns to participate in the Partnership.

- [Download Partnership's Tool Kit \(.pdf\)](#)

It includes:

- Information on how to join the Partnership
- A sample resolution
- A sample press release
- A list of steps that cities can take to promote inclusive communities, and
- Examples of successful programs, policies and activities that cities have used to build inclusive c

Also, for convenience, two items from the Tool Kit are available in Microsoft Word version, which can be the individual needs of your city or town.

- [Sample Press Release in Word format](#)
- [Sample Resolution/Proclamation in Word format](#)

How Citizens Can Become Involved:

If you are a resident of a city or town, and not an elected official, can you become involved with the Partnership Working Toward Inclusive Communities? OF COURSE!

Here is what you can do to support our Partnership:

- If your city is not a partner already, provide your local elected officials with information about the Partnership and point them towards the National League of Cities' website at [http://www.nlc.org](#).
- Volunteer to help your local elected officials in programs that promote inclusive communities.
- Encourage your neighborhood to participate in events and meetings sponsored by your city or town to promote inclusive communities.
- Be a role model by becoming a visible supporter, encouraging others to join your effort to act in support of the Partnership.
- Read our Additional Resources and Guides to find more solutions for your city.

Additional Resources and Guides:

To aid in your efforts to build a more inclusive community in your city and town, NLC has produced three

- **INCLUSIVE COMMUNITIES FOR ALL:**
The 2005 Futures Report, describes the past and current work that NLC and its members have done toward this goal. The report also demonstrates the connections among these issues, suggests local and national action.

- [Download Inclusive Communities for All \(.pdf\)](#)
- THE RESOURCE GUIDE FOR WORKING TOWARD INCLUSIVE COMMUNITIES:
The companion piece to the Futures Report, is an annotated compilation of many NLC resource: local officials work toward building inclusive communities in their own cities and towns. This do regularly.
 - [Download Online version of the Resource Guide](#)
- The INCLUSIVE COMMUNITIES AROUND THE WORLD ISSUE PAPER BY JIM BROOKS:
Designed to assist U.S. local leaders who wish to apply some global innovations and practical id their hometowns, this issue paper is a tool for American cities and state municipal leagues to er of inclusiveness and creating programs to advance this goal.
 - [Download the Inclusive Communities Around the World \(.pdf\)](#)

Corporate Support

Corporate Partner Participation

ESRI, an NLC Corporate Partner, has officially proclaimed support of the Partnership and pledged to pro through its communication media. ESRI is a worldwide company that is focused on GIS technology and and ethnically diverse workforce in an inclusive, professional environment. ESRI is "bulding an inclusive

Broadcast Quality PSAs

The PSAs that were aired by Comcast Cable are available for use by PEG television stations. Downloads courtesy of National City Network. The files can be downloaded through FTP from ftp://NCN_PSA:PSA123@video.tvworldwide.com.

User name is NCN_PSA
Password is PSA123
Domain is video.tvworldwide.com, port 21

Contact Brockman Winfrey for questions or assistance:

Brockman Winfrey
www.TVWorldwide.com
703-961-9250 x229 (work)
571-243-5450 (cell)

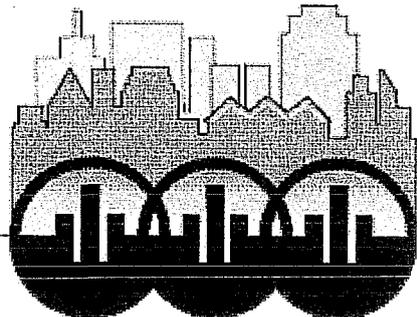
Please visit this webpage regularly for updates and upcoming activities.
If you have any questions, please send an email to inclusive@nlc.org or call (202) 626-31

National League of Cities

1301 Pennsylvania Avenue NW Suite 550 · Washington, DC 20004
Phone:(202) 626-3000 · Fax:(202) 626-3043
info@nlc.org · www.nlc.org
Privacy Policy

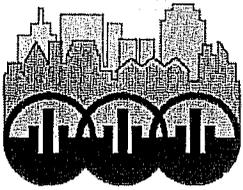
Partnership for Working Toward Inclusive Communities

**Inclusive
Communities**



National League of Cities

Inclusive Communities



National League of Cities

1301 Pennsylvania Avenue, NW

Washington, DC 20004

www.nlc.org

February 1, 2006

Dear Local Elected Official:

Over many years, the National League of Cities and its members have shown a strong and continuing interest in what it takes to build inclusive communities, as well as an abiding belief in inclusion as a condition for community success. City and town officials can be proud of the work we have all accomplished together on these issues under past NLC presidents and leaders.

As President of the National League of Cities, I have dedicated myself and NLC to continuing in this spirit, to use this common thread that connects our work on equality, fairness, and democratic governance. This unifying thread is a commitment to the power of inclusiveness as a force for stronger, more successful communities.

NLC and its city and town members now must use the work and the passion of previous municipal leaders. We will raise awareness and focus attention on the importance and value of inclusive communities. Together, we will weave these efforts together to create continuing, collective, and sustainable action.

We will not complete this task, but we must move forward. It is not the time to shy away from this important issue, but instead it is the time for bold leaders to take risks and make a stand.

I encourage you to join with me in the Partnership for Working Toward Inclusive Communities; to pass a resolution reaffirming your community's commitment to promoting inclusion; and to proudly display a sign that serves as a daily reminder that your community is working towards a better future for all its citizens.

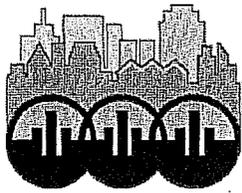
You can download the tool kit from our website at www.nlc.org. The kit includes information on how to join the Partnership; a return information and staff contact form; a sample Resolution/Proclamation; a list of examples of city action steps; and examples of inclusive city programs, policies, and activities.

I look forward to your support and participation in this effort.

Sincerely,

James C. Hunt, President
Councilmember,
Clarksburg, WV

**Partnership
for
Working
Toward
Inclusive
Communities**



JOIN THE PARTNERSHIP...
for Working Toward Inclusive Communities!

JOIN the PARTNERSHIP:

Cities and towns around the country are joining NLC in the Partnership for Working Toward Inclusive Communities. Be part of the 2006 activities!

- ✓ **PASS A RESOLUTION** reaffirming your commitment to promoting inclusion in your community (a sample copy of a resolution is included in this tool kit).
- ✓ **SEND AN OFFICIAL COPY** of the resolution to NLC.
- ✓ **SEND THE ENCLOSED** return information and staff contact form to NLC (specific instructions are on the form) and we will follow up with you for additional information on what your community is doing.
- ✓ **WHEN NLC RECEIVES** your resolution and contact form, we will:
 - Enroll you in the Partnership, and
 - Send you one (1) sign for your community.

As a MEMBER of the PARTNERSHIP:

- ⇒ Send NLC photos (digital photos are best) of the sign's installation including any ceremony that you hold in your community as well as information on any programs, policies, and activities that you currently have in place that promote inclusion, so that NLC can recognize and celebrate cities who are participating in the Partnership. Email this information to inclusive@nlc.org.
- ⇒ Watch NLC's website and Nation's Cities Weekly for information on new activities and resources throughout the year.
- ⇒ Use the information on the Inclusive Communities page on NLC's website, including the 2005 Futures Report, *Inclusive Communities for All*, and an annotated guide to NLC's resources, *Resource Guide for Working Toward Inclusive Communities*.
- ⇒ Look for NLC President Jim Hunt to highlight the Partnership and the accomplishments of the participating cities and towns in his addresses to state leagues and in visits to cities throughout the year.
- ⇒ Seize the opportunity to participate in NLC's Race Equality Week, September 25-29, 2006.
- ⇒ Send NLC any information (again, including digital photographs) of any programs or activities you conduct as part of the Partnership. We will ask again for this information

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JOIN THE PARTNERSHIP... **for Working Toward Inclusive Communities!**

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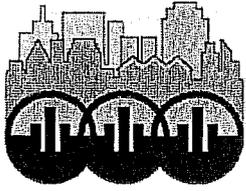
in October 2006, so that your efforts can be celebrated at the Congress of Cities and in *Nation's Cities Weekly* leading up to the conference.

- Participate in special events at the 2006 Congress of Cities highlighting and celebrating the hard work and dedication of your city and other cities in the Partnership over the year.

The PARTNERSHIP WILL:

- Raise awareness and focus attention on the importance and value of inclusive communities.
- Motivate cities and towns to make a public commitment to building inclusive communities.
- Provide support to local officials in focused efforts around affordable housing, race and ethnic relations, and equal citizen participation in community decision-making.
- Share valuable insights, experience, and lessons learned among participating cities and towns.
- Recognize, publicize, and celebrate the work of cities and towns that join the Partnership.

**Inclusive
Communities**



National League of Cities

PARTNERSHIP

for Working Toward Inclusive Communities!

SAMPLE PROCLAMATION/RESOLUTION

WHEREAS, *[Your city]* is committed to inclusion as a fundamental aspect of our community; and

WHEREAS, cities and towns are the best place to make inclusiveness an everyday priority; and

WHEREAS, local elected officials can and should lead the way forward in making inclusiveness a priority in America's cities and towns; and

WHEREAS, the National League of Cities has designed the Partnership for Working Toward Inclusive Communities to support cities and towns in their commitment to inclusion; and

WHEREAS, the National League of Cities and its members believe an inclusive community promotes equal opportunity and fairness; and

WHEREAS, the National League of Cities and its members believe an inclusive community promotes citizen participation and engagement; and

WHEREAS, National League of Cities President James C. Hunt, councilmember, Clarksburg, West Virginia, has invited local officials to join the Partnership for Working Toward Inclusive Communities and to make a commitment to building more inclusive communities in their own cities and towns.

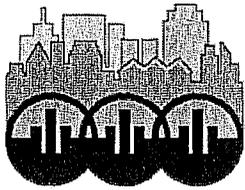
NOW, THEREFORE, BE IT RESOLVED that *[Your city here]* hereby reaffirms our commitment to inclusion as a fundamental aspect of our community, pledges active efforts to seek to achieve that goal, and urges all citizens of *[Your city]* to join together to support this effort.

BE IT FURTHER RESOLVED that *[City name]* joins the Partnership for Working Toward Inclusive Communities.

Signed this *[Date]*

[Your name and city]

**Inclusive
Communities**



National League of Cities

PARTNERSHIP

for Working Toward Inclusive Communities!

RETURN INFORMATION AND STAFF CONTACT FORM

ATTACH THIS FORM TO YOUR CITY'S OFFICAL RESOLUTION AND SEND TO:

Partnership for Working Toward Inclusive Communities

National League of Cities

1301 Pennsylvania Avenue, N.W.

Washington, D.C. 20004

FAX: (202) 626-3043

1. Please fill out the contact information of the Elected Official involved with the Partnership.

Name _____

Title _____

Name of Primary Staff Contact Person

(if different from above) _____

Address _____

Phone _____

Email _____

2. If different from above, please fill out the contact information for where to send the Inclusive Community Sign.

Name _____

Title _____

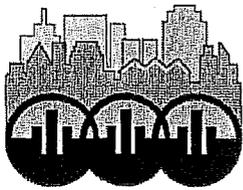
Address _____

Phone _____

Email _____

Questions? Please e-mail inclusive@nlc.org.

Inclusive Communities



National League of Cities

1301 Pennsylvania Avenue, NW

Washington, DC 20004

www.nlc.org

SAMPLE PRESS RELEASE FOR INCLUSIVE COMMUNITIES

For Immediate Release

Contact:

Date:

(Name of City) Enters National Partnership to Foster Diversity and Inclusion

Today, *(Name of City, State)* joined a growing number of cities across the nation in a partnership to build inclusive communities through committed efforts to increase citizen participation and engagement, while promoting equal opportunity and fairness.

The *Partnership for Working Toward Inclusive Communities*, an effort led by the National League of Cities (NLC), unites city leaders who are working to support such issues as racial justice and inclusionary zoning as well as those who celebrate the diversity of race, religions and cultures in order to build communities that are accepting and representative of the differences among its citizens. Increased involvement by a wider representation of citizens in governmental activities will also be a hallmark of these inclusive communities.

"By joining this partnership, *(City Name)* is not only reaffirming its dedication to its citizens locally, but its commitment to building a nation of inclusion," said NLC President, James C. Hunt, council member from Clarksburg, West Virginia. "Through this partnership we hope to bring together the collective will of cities in order to build strong, viable communities across the nation."

As part of its commitment, *(Name of City)* has passed a resolution reaffirming its pledge to promote inclusion. The city will also display a sign that serves an indicator and daily reminder to its citizens that the city is working to build inclusive communities.

(Quote from City Leader, Mayor/Council Member)

Members of the Partnership will:

- Raise awareness and focus attention on the importance and value of inclusive communities;
- Motivate other cities and towns to make a public commitment to building inclusive communities;
- Provide support to local officials in focused efforts around affordable housing, race and ethnic relations, and equal citizen participation in community decision-making;
- Share valuable insights, experiences, and lessons learned among participating cities and towns; and
- Recognize, publicize, and celebrate the work of cities and towns that have joined the Partnership.

Hunt added, "I ask each city official to change your vocabulary from 'us' and 'them' to 'we.' When we join together to solve this problem, we bring together the collective will of the greatest country that has ever existed. We bring together the rich and the poor, the young and the old, the educated and the uneducated."

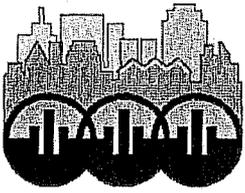
To learn more about the *Partnership for Working Toward Inclusive Communities*, go to www.nlc.org.

The National League of Cities is the nation's oldest and largest organization devoted to strengthening and promoting cities as centers of opportunity, leadership and governance. NLC is a resource and advocate for 18,000 U.S. cities, towns and villages, which collectively serve 225 million people.

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Partnership
for
Working
Toward
Inclusive
Communities

Inclusive Communities



National League of Cities

1301 Pennsylvania Avenue, NW

Washington, DC 20004

www.nlc.org

WHAT CAN YOUR CITY DO?

Create Connections

Install the Inclusive Community Sign to announce to all citizens that this community promotes equal opportunity and fairness and citizen participation and engagement.

Provide educational opportunities designed to welcome and familiarize new residents with their community. These programs give new residents the occasion to learn more about their local government, gain awareness about local issues, and learn about the many opportunities for citizen involvement in community activities.

Display a welcome sign that reflects all the major languages spoken in your community.

Start a "language bank" of volunteer interpreters for all languages, including sign language, used in the community.

Reach out to various community organizations (such as religious, cultural, civic, and youth and elder-oriented) about the value of equal citizen participation in local government and the opportunities for involvement.

Initiate leadership development programs that provide residents with the knowledge and tools to develop grassroots solutions to neighborhood problems and concerns.

Conduct a survey of residents measuring how their local government represents and responds to their needs and problems.

Remove physical barriers that prevent citizens living with disabilities from participating in community activities.

Encourage Dialogue

Create a widely available community newsletter or website that discusses local issues, explains upcoming events and meetings, encourages citizen involvement, and offers the opportunity for citizen feedback.

Establish "town hall" meetings in which all members of the community are welcome to express their views and concerns about various issues affecting the city or town.

Create Citizen Advisory Panels that represent the different neighborhoods of your community and that work closely with one another and with city officials to identify problems and apportionment of resources.

Involve citizens in designing and planning city land use, such as for a new playground, downtown area, or a library.

Start a monthly "inclusion roundtable" to discuss critical issues facing your community.

Continued on next page.

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WHAT CAN YOUR CITY DO?

Continued from previous page.

Celebrate

Hold a ceremony celebrating your community's installation of the Inclusive Community Sign.

Organize a series of city festivals that celebrate the multicultural nature of your community; invite all community organizations and groups of citizens to attend and participate.

Sponsor and endorse a community wide undoing racism day or week. Join with cities and towns across the country, September 25-29, 2006, and participate in NLC's "Race Equality Week." For more information on "Race Equality Week" please go to NLC's Equity and Opportunity Issue Page.

Hold a community-wide yard sale and use the proceeds to improve a park or community center in an underserved neighborhood.

Focus on City Employees and Policies

Pass a resolution (sample copy of resolution included in tool kit) reaffirming your city's commitment to building a more inclusive community.

Provide training for city employees focusing on dealing with diverse constituencies, recognizing cultural, religious, and other differences, and preventing discrimination.

Encourage people representing various ethnic populations to serve on city boards and commissions, and to run for elected office.

Value the input of every employee. Reward managers who do. Cast a wide net when recruiting new employees.

Review your city's charter to ensure that current government structures most efficiently and effectively handle the needs and concerns of the citizens.

Create a zero tolerance harassment policy for all government employees; define the policy in an employee handbook and on a poster displayed in a visible area of the office; and hold workshops and training sessions designed to educate employees about your city's policy, the different forms of harassment, and how to avoid such situations in the workplace.

Involve Youth

Conduct an essay contest to encourage children and youth to discuss the importance of equality for and participation by all citizens and to offer creative ways to accomplish this goal. Publish and publicize contest and winning essays with the local media.

Develop a curriculum designed to teach students about the importance of their local government. Focus on youth roles in the community and offer opportunities for hands-on experience in local governance.

Promote cultural understanding events at local schools where students are able to experience different cultures first-hand by exposure to food, music, art, and customs of various ethnic populations.

Continued on next page.

WHAT CAN YOUR CITY DO?

Continued from previous page.

Sponsor youth “town hall” meetings where your city’s youth can have a chance to express their opinions directly to local elected officials.

Organize joint projects involving schools from different sections of the community — and involve the parents in carrying out the projects.

Involve the Media

Issue a press release or hold a press conference announcing your community’s commitment to building a more inclusive community. Invite the media to the installation of the new Inclusive Community Sign.

Promote positive stories of inclusion in the local media to enhance the understanding of different groups of citizens living in the community and to gain broader support for community inclusion initiatives.

Educate and inform reporters, editors, and commentators of the local press about the importance of working towards a more inclusive community — allowing positive actions to be the focus of stories instead of pessimistic editorials or commentaries.

Provide regular updates to the media about progress on action steps in your community and upcoming inclusion activities.

Be a Model

Be a visible supporter and champion for this effort.

Encourage others to join the effort — even though it can be difficult, challenging, and uncomfortable.

Pay attention to your own behavior.

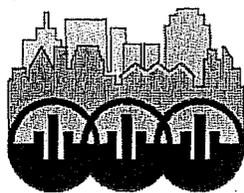
Look for resources — books, articles, organizations, people — to broaden your awareness of issues related to inclusion. Use NLC’s Resource Guide to Inclusive Communities to find helpful NLC publications.

Stay focused on the goal of promoting an inclusive community.

Be patient — start small and build on success.

Practice what you preach — accept other’s ideas; reach out to others who are from different backgrounds; encourage the participation of all community members; and work to move beyond tolerance to true inclusion and equality.

Inclusive Communities



National League of Cities

1301 Pennsylvania Avenue, NW

Washington, DC 20004

www.nlc.org

INCLUSIVE COMMUNITIES

Examples of Programs for Cities

Comprehensive Programs
Democratic Governance and Civic Involvement
Disabilities
Economic Disparity and Poverty
Education and Youth
Housing and Community Development
Racial Justice

Comprehensive Programs

Inclusive Community Statement **Riverside, California**

Population: 255,166

Address: City of Riverside

Office of the Mayor

3900 Main Street

Riverside, CA 92522

Contact: (951) 826-5551

Riverside has an Inclusive Community Statement that is based on fairness of treatment, recognition of rights, acceptance of responsibilities, commitment to equality, and dedication to expanding opportunities for all. It is based on the belief that residents of Riverside should assume the responsibility of facing the challenges and embracing the opportunities created by diversity. The statement includes individual, group, and institutional commitments. Various community organizations and institutions endorse the statement that includes a set of principles designed to build an inclusive community. The statement and endorsing organizations are available on the city's website.

Source: Building a more inclusive community. www.riversideca.gov/mayor/inclusive.asp, (Jan. 24, 2006) Riverside, CA: City of Riverside.

Find it on the Web at: <http://www.riversideca.gov/mayor/inclusive.asp>

Vision for Growing an Inclusive City **Washington, District of Columbia**

Population: 572,059

Address: City of Washington

Executive Office of the Mayor

1350 Pennsylvania Avenue, NW,

Suite 600

Washington, DC 20004

Contact: (202) 727-2980

Started in: 2004

Washington, DC's "A Vision for Growing an Inclusive City" is a document that lays the foundation for community dialogue to guide updates to the city's comprehensive plan. The Vision establishes the basic premise that the city must grow inclusively to achieve its full potential and outlines a new way of organizing the comprehensive plan with a focus on three major challenges: creating successful neighborhoods, increasing access to education and employment, and connecting the whole city. Local government officials invited residents from all neighborhoods and backgrounds to participate in its development as a way to engage them in making key decisions shaping the city's future, and to raise their awareness of the challenges it faces.

Source: Vision for growing an inclusive city. planning.dc.gov/planning/cwp/view,a,1354,q,614757.asp, (Jan. 24, 2006) Washington, DC: City of Washington.

Find it on the Web at: <http://planning.dc.gov/planning/cwp/view,a,1354,q,614757.asp>

Continued on next page.

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Democratic Governance and Civic Involvement

Citizen Participation Plan Ashland, Oregon

Population: 19,522

Address: City of Ashland
20 East Main Street
Ashland, OR 97520

Contact: City Hall (541) 488-6002

The goal of Ashland's Citizen Participation Plan is to provide a menu of choices for including citizens' voices in decision-making. The plan outlines major principles, citizen expectations and responsibilities, elected official's roles and responsibilities, city staff roles and responsibilities, and phases of the public engagement process. The engagement process includes 12 phases: issue generation and identification, identification of process parameters, clarifying decision-makers, goals and timeline determination, citizen participation process determination, laying the foundation and information gathering, launch the process, project completion, decision-making, implementation, and evaluation phases.

Source: City Report.

Find it on the Web at: <http://www.ashland.or.us/Page.asp?NavID=116Disabilities>

Vision Plan Breckenridge, Colorado

Population: 2,408

Address: Town of Breckenridge
Community Development Department
150 Ski Hill Road
PO Box 168
Breckenridge, CO 80424

Contact: Laurie Best, Planner (970) 453-3160
Email: laurieb@townofbreckenridge.com

Breckenridge, located in a popular ski area, solicited citizens' input on the town's future. A Vision Plan developed in 2000 by a citizens' advisory committee continues to inform strategic planning. Citizens shared views on Breckenridge's character and priorities for growth in public meetings, stakeholder interviews, and an online survey. The final Vision Plan was adopted unchanged in August 2000 and remains available to the public. A Marketing Vision Plan, modeled on the original, is in development.

Source: Breckenridge builds vision from challenging crossroads. Colorado Municipalities, v81 n1 (Feb. 2005) p5, Denver, CO: Colorado Municipal League.

Find it on the Web at: [http://www.townofbrecken-](http://www.townofbreckenridge.com/index.cfm?d=standard&b=1&c=6&s=122&p=1881&page=visionplan)

[ridge.com/index.cfm?d=standard&b=1&c=6&s=122&p=1881&page=visionplan](http://www.townofbreckenridge.com/index.cfm?d=standard&b=1&c=6&s=122&p=1881&page=visionplan)

Citizen-Based Budgeting Davenport, Iowa

Population: 98,359

Address: City of Davenport
226 West Fourth Street
Davenport, IA 52801

Contact: Alan Guard, Budget Manager (563) 326-7789
Email: aeg@ci.davenport.ia.us

Davenport's Citizen-Based Budgeting (CBB) process allows citizens to affect the budget, and allows the city to educate citizens about various financial challenges. The process involves five distinct steps: evaluation, education and feedback, budget development, budget implementation, and monitoring and reporting. During the evaluation stage, the city conducts a citizen survey and a focus group to measure the quality of various city services and to identify significant issues for discussion in the second stage, education and feedback. The city then hosts a series of forums, or Community Connectors, to present the survey results and further discuss the issues identified with citizens face-to-face. The forums are also used as an opportunity to inform and explain about city finances and the challenges Davenport faces. Using the information gathered through the surveys and the Community Connectors, departments develop base budgets and work with the council to develop the final budget.

Source: National League of Cities Democratic Governance Project.

Department of Neighborhoods Seattle, Washington

Population: 563,374

Address: City of Seattle
Department of Neighborhoods
PO Box 94649
Seattle, WA 98124-4649

Contact: Yvonne Sanchez, Director (206) 684-0464

Seattle's Department of Neighborhoods brings government closer to its residents by engaging them in civic participation, empowering them to make positive contributions to their communities, and involving more of Seattle's under-represented residents, including communities of color and immigrants, in civic discourse, processes, and opportuni-

Continued on next page.

Democratic Governance and Civic Involvement, *continued*

ties. The Department has five major operating functions: Administration and Historic Preservation, Community Building, Operations and Customer Service, Office for Education, and Research and Prevention. Programs in the department that help the city address the mayor's priorities include the Neighborhood Matching Fund and Neighborhood Service Centers. The Neighborhood Matching Fund awards money to Seattle neighborhood groups and organizations for a broad array of neighborhood-initiated improvement, organizing, and planning projects. Thirteen Neighborhood Service Centers link city government to Seattle's neighborhoods and serve as payment sites for utilities and other services such as pet licenses and passport applications.

Source; Department of Neighborhoods.
www.seattle.gov/neighborhoods, (Jan. 10, 2006)
Seattle, WA: City of Seattle.

Find it on the Web at:
<http://www.seattle.gov/neighborhoods>

Neighborhood Alliance Program Owensboro, Kentucky

Population: 54,067

Address: City of Owensboro

Neighborhood Alliance Program

PO Box 10003

Owensboro, KY 42302-9003

Contact: Tracy McQueen Marksberry, Community

Coordinator (270) 687-8557

Email: Marksberrytm@owensboro.org

The Owensboro Neighborhood Alliance Program has 12 neighborhood alliance boards representing all neighborhoods in the city. The program was created to make government more responsive to its citizens and to help citizens help themselves. The neighborhood alliances work with the city to combat problems in their neighborhoods and provide input to the city on major initiatives and services. This program received the 2004 Enterprise City Award, population over 40,001, presented by the Kentucky League of Cities.

Source: 2004 Kentucky League of Cities Enterprise City Awards

Find it on the Web at:
<http://www.owensboro.org/NeighborhoodAlliances>

Continued on next page.

Disabilities

North Metro Miracle League Adapted Sports Complex Alpharetta, Georgia

Population: 34,854

Address: City of Alpharetta
2 South Main Street
Alpharetta, GA 30004

Contact: Amanda Day (678) 297-6018

Email: aday@alpharetta.ga.us

Alpharetta and the North Metro Miracle League's Adapted Sports Complex provides children with disabilities the opportunity to play baseball. When the League decided to build the Adapted Sports Complex with a rubberized surface baseball field, handicapped accessible playground, and large pavilion, Alpharetta contributed park land, acquired a grant to help build the multi-purpose facility, and lent the League enough money for the timely completion of the entire project. This program won the 2005 Howland Gold award in the Under 50,000 category and was featured in the 2005 City Showcase at NLC's Congress of Cities in Charlotte, North Carolina.

Source: 2005 Howland Awards Application.

Information Center for People With Disabilities Long Beach, California

Population: 461,522

Address: City of Long Beach
Public Library
101 Pacific Avenue
Long Beach, CA 90822

Contact: Laurel C. Prysiaczny, Manager, Main Library
Services (562) 570-6420

Email: lprysiazny@lbpl.org

Long Beach, through its Public Library, in partnership with several local agencies serving people with disabilities, created the Information Center for People With Disabilities (ICPD). Staffed by peer volunteers, this technology center offers computers with software and hardware designed for people with disabilities. In addition to technological resources, large print books and audio books are also available. This program received the League of California Cities 2004 Helen Putnam Award for Excellence in the Community Services and Economic Development Category.

Source: 2004 League of California Cities Helen Putnam Award for Excellence.

Residents with Disabilities Advisory Board Irvine, California

Population: 143,072

Address: City of Irvine
PO Box 19575
Irvine, CA 92713

Contact: Stacey Mickey, Community Services Supervisor
(949) 724-6633

Email: smickey@ci.irvine.ca.us

The Irvine Residents with Disabilities Advisory Board is made up of residents who are concerned about accessibility issues for the 15 percent of the city's population which is disabled. While 51 percent of the board members must be persons with disabilities, nine of the 12 members are disabled, and others have children with disabilities or work in a field related to disabilities. The board helps the city create solutions to transportation problems, and organizes monthly recreational events for adults with developmental disabilities. The city provides quarterly brochures with information about events and opportunities for disabled adults. Irvine won the National Organization on Disability's Accessible America Award.

Source: Board addresses accessibility needs. Downtown Idea Exchange, v50 n21 (Nov. 1, 2003) p3-4, New York, NY: Downtown Research & Development Center.

Accessibility Design Guidelines Harrisburg, Pennsylvania

Population: 48,950

Address: City of Harrisburg
Department of Building and Housing Development
10 North 2nd Street, Suite 206
Harrisburg, PA 17101

Contact: Terri M. Martini, Director (717) 255-6480

Harrisburg's Accessibility Design Guidelines booklet provides small business owners with helpful tips and instructions for making properties more accessible to the disabled. The publication focuses on exterior accessibility issues for existing buildings, including suitable ramps, thresholds, and door features. It includes descriptions and pictures of successful renovations that help business owners, builders, and planners assess existing buildings. The manual also outlines financial incentives and tax programs for businesses that increase accessibility. The booklet is produced with input from

Continued on next page.

the Center for Independent Living of Central Pennsylvania and the Accessible Communities Today citizens advocacy group. It is available free of charge.

Source: Press Release.

Find it on the Web at:

<http://www.harrisburgpa.gov/pressReleases/prArchives/2005/07/city%20accessibility.htm>

Therapeutic Recreation Program Charlottesville, Virginia

Population: 45,049

Address: City of Charlottesville

Parks and Recreation Department

120 7th Street

PO Box 911

Charlottesville, VA 22902

Contact: Mildred Spicer, Recreation Supervisor (434) 970-3264

Email: spicer@charlottesville.org

Charlottesville's Therapeutic Recreation Program provides residents with disabilities a variety of recreational options. The goals of the program are to pro-

vide recreational opportunities for individuals with disabilities, to enable participants to improve their self-esteem and independence, to develop and enhance safe and healthy life skills while providing fun activities, and to raise public awareness of and acceptance for individual differences. Offerings include a wheelchair basketball team, an educational puppet program, recreation classes, the therapeutic supper club, the therapeutic summer playground program, therapeutic overnight and day trips, and therapeutic softball. The program also sponsors an annual art exhibit and the publication of a poetry book. It serves over 350 participants, and about 40 volunteers contribute their services to the program. This program is the recipient of the International City/County Management Association 2005 Award for Programs for the Disadvantaged, population 10,000 to 49,999.

Source: Award programs for the disadvantaged in memory of Carolyn Keane. Public Management, v87 n8 (Sep. 2005) p11, Washington, DC: International City/County Management Association.

Find it on the Web at: <http://www.charlottesville.org/default.asp?pageid=AABA65C1-8683-485C-BC1B-11743B0F2B9C>

Continued on next page.

Economic Disparity and Poverty

Poverty Reduction Action Plan Savannah, Georgia

Population: 131,510

Address: City of Savannah

Economic Development

PO Box 1027

Savannah, GA 31402

Contact: Julie Lamy, Economic Development

Administrator (912) 651-3653

Email: jlamy@savannahga.gov

Savannah's Poverty Reduction Action Plan results from extensive research by the Anti-Poverty Task Force and the University of Georgia's Initiative on Poverty that finds strong links between levels of poverty and future economic development. Despite significant economic development and improvement in the last few decades, economic growth did not include a reduction in poverty. An analysis of income growth found that the rate of poverty is not declining, is disproportionate by race, and that educational attainment is low. In addition, female heads of households are moving out of poverty more slowly while the disparities between rich and poor are growing. The task force's action plan commits to developing an educated work force, improving access to quality jobs, supporting working families, helping families build assets, and building quality neighborhoods.

Source: Savannah acts on link between poverty, economic development. by Phyllis Furdell, Nation's Cities Weekly, v28 n19 (May 9, 2005) p10, Washington, DC: National League of Cities.

Find it on the Web at: [http://www.ci.savannah.ga.us/cityweb/webdatabase.nsf/0/d21dda8f64881d0a852570060063a5e0/\\$FILE/Poverty_Plan_rev0405.pdf](http://www.ci.savannah.ga.us/cityweb/webdatabase.nsf/0/d21dda8f64881d0a852570060063a5e0/$FILE/Poverty_Plan_rev0405.pdf)

Family Economic Success Plan San Antonio, Texas

Population: 1,144,646

Address: City of San Antonio

115 Plaza de Armas, Suite 220

San Antonio, TX 78205

Contact: John Scarfo (210) 207-5007

Email: jscarfo@sanantonio.go

The objectives of San Antonio's Family Economic Success Plan (FESP) are to improve the economic security of low-income families by building wealth and protecting assets through use of tax credits, savings, and financial literacy training, and to expand

the city's capacity to provide services by facilitating the development of partnerships among supporters and providers of services to low-income working families. Through FESP, the city provides opportunities for working individuals and families to achieve economic success through principally three strategies: asset building, asset protection, and capacity building. During the 2004 tax-filing season, the city helped complete 15,200 tax returns, a 58 percent increase compared to the prior year. More than \$22 million in tax refunds were returned to San Antonio's lower income tax payers through this program. This program was featured in the 2004 City Showcase at NLC's Congress of Cities in Indianapolis, Indiana.

Source: 2004 City Showcase Application

Poverty Reduction Policy Strategy Dayton, Ohio

Population: 166,179

Address: City of Dayton

101 West Third Street

Dayton, OH 45402

Contact: Dean Lovelace, Commissioner (937) 333-3644

Email: dean.lovelace@cityofdayton.org

Dayton passed a resolution (No. 4708-95) that calls for the creation of a multifaceted approach to fighting poverty in the city. The resolution establishes a Poverty Reduction Policy Strategy to guide the city's policies. It includes making entry level city employment more available to welfare recipients, creating an Employment Opportunities Center, increasing adult literacy, and creating agreements with local training agencies to ensure that residents were prepared for employment. In addition, the resolution calls for aggressive recruitment of businesses to the city, to provide living wage jobs with advancement potential. It also calls for increased education quality and providing seasonal employment for low income youth. Finally the resolution seeks to increase home ownership, provide affordable rental units, and to rebuild distressed neighborhoods throughout the city.

Source: Resolution No. 4708-95. by City of Dayton, Dayton, OH: City of Dayton.

Continued on next page.

Economic Disparity and Poverty, *continued*

Center for Women's Employment and Education

Jurisdiction: Denver, Colorado

Population: 554,636

*Address: Center for Work Education and Employment
1175 Osage Street, Suite 300
Denver, CO 80204*

*Contact: Nancy Olson, Development Director
(303) 892-8444 ext. 312*

Email: nolson@cwee.org

The Center for Work Education and Employment (CWEE) operates on the principle that skill building, self-empowerment, and work opportunities enable low income women and men on welfare to achieve self-sufficiency. Through partnerships with corporations and nonprofit foundations, CWEE provides single parents with employment opportunities and support services to help them break the cycle of welfare dependency. CWEE uses team case management to identify and address the needs of its participants, dispatching staff as needed to handle legal issues, to teach time management or conflict resolution techniques, and to make referrals to other services. A \$20,000 program enhancement grant from the Urban Institute allowed CWEE to design and implement an extensive evaluation component. The evaluation process revealed that sixty-eight percent of clients who complete job training found jobs paying an average hourly wage of \$8.02 and that 71 percent still worked after one year.

Source: What's working in welfare. www.what-works.com/promising/frame.html, (Nov. 4, 1998) Chicago, IL: Center for What Works.

Find it on the Web at: <http://www.cwee.org>

Milwaukee Community Outreach Partnership Center

Milwaukee, Wisconsin

Population: 596,974

*Address: University of Wisconsin
Milwaukee Graduate School
PO Box 430*

Milwaukee, WI 53211

*Contact: Reinhold J. Hutz, Associate Dean for Research
(414) 229-5920*

Email: rjhutz@uwm.edu

The Milwaukee Community Outreach Partnership Center, part of the University of Wisconsin-Milwaukee, collaborates with the city, the local technical college, the local school district, and community business organizations to attack unemployment in Milwaukee's most depressed neighborhoods. The Center acts as a voice of those it serves by surveying them on their needs and experiences with employment. Survey results are forwarded to area employers to aid them in developing their employment strategies. In doing so, individuals have better opportunities for jobs, and neighborhood labor forces are strengthened. To help it continue its work in the community, the University receives a Community Outreach Partnership Centers grant from the U.S. Department of Housing and Urban Development.

Source: Colleges & communities: partners in urban revitalization. (Mar. 1998) p24, Washington, DC: U.S. Department of Housing and Urban Development.

Continued on next page.

Education and Youth

School Accountability Plan New Haven, Connecticut

Population: 123,626
Address: City of New Haven
Education Department
Gateway Center
54 Meadow Street
New Haven, CT 06510
Contact: (203) 946-8888

New Haven's district-wide school accountability plan defines roles and responsibilities for the entire community in contributing to the success of every child entering the public schools. The plan lays out principles for improving education including setting clear expectations for performance, focusing on student growth in addition to point-in-time performance, and using multiple valid and reliable indicators in accountability decisions. It also includes recognizing shared responsibility for student success and rewarding and recognizing success in addition to imposing sanctions for failure. The responsibilities and performance expectations are for the central office and district, individual schools, principals and school leaders, teachers, students, and parents. The plan draws upon national experts in child development, school reform, and public engagement to provide leadership and credibility.

Source: Stronger schools, stronger cities. by Audrey M. Hutchinson, Denise Van Wyngaardt, (2004) p33-37, Washington, DC: National League of Cities.

Municipal Leadership in Education Charleston, North Carolina

Population: 96,650
Address: City of Charleston
Mayor's Office of Children, Youth, and Families
32 Ann Street
Charleston, SC 29403
Contact: (843) 965-4190
Email: mocyf@ci.charleston.sc.us

Charleston's Municipal Leadership in Education (MLE) Initiative reconnects the community with its public schools by providing and supporting initiatives which equip children with the academic, social and technological skills to succeed in the 21st century. It began with a community forum followed by 14 community sector meetings where participants identified challenges and roadblocks that limit public engagement in education. The MLE Initiative resulted in two ongoing public engagement projects. The Support Our Students

(SOS) tutor/mentor program provides recruitment, training, and placement of volunteer tutors/mentors at school sites throughout the summer. The city sponsored annual First Day Festival, held the first Sunday before the first day of school, provides entertainment, free school supplies, food, and information about student support services. In addition, on the first day of school businesses are asked to give employees who are parents time off to come to school with their children. The initiative involves the Mayor's Office of Children, Youth, and Families, civic and business leaders, teachers, faith-based leaders, parents, senior citizens, nonprofit service providers, volunteers, and youth.

Source: Stronger schools, stronger cities. by Audrey M. Hutchinson, Denise Van Wyngaardt, 2004 p7-12, Washington, DC: National League of Cities.

Find it on the Web at:
<http://www.ci.charleston.sc.us/dept/?nid=13>

Alive... and Loving Life Los Gatos, California

Population: 28,592
Address: Los Gatos/Monte Sereno Police Department
110 East Main Street
PO Box 949
Los Gatos, CA 95031
Contact: Tim Morgan, Sergeant (408) 354-8600
Email: tmorgan@losgatosca.gov

Los Gatos' Alive...and Loving Life program addresses the multi-faceted culture of high-risk behavior. Challenges to starting this program included educating adults and parents about allowing this behavior, youth with money to spend, limited healthy activities for the youth, and limited level of cohesive collaboration between schools, local government, community organizations, and community members. As a result of numerous meetings, an under 21 club was created, a music concert series developed, a youth commission to give them a "voice" created, and high school and middle school based programs for diversity appreciation and relationship building between police and youth were established. This program earned the League of California Cities 2004 Helen Putnam Award for Excellence in the Public Safety Category and was a Grand Prize winner.

Source: 2004 League of California Cities Helen Putnam Award for Excellence.

Find it on the Web at: <http://www.cacities.org/index.jsp?zone=wcm&previewStory=22696>

Continued on next page.

Education and Youth, *continued*

Youth in Government/Youth in Action Hampton, Virginia

Population: 146,437

Address: City of Hampton

22 Lincoln Street

Hampton, VA 23669

Contact: Cindy Carlson (757) 728-3280

Email: ccarlson@hampton.gov

Hampton's Youth in Government / Youth in Action initiative offers a pyramid of opportunities for youth, including simple projects and community service, to advisory functions and shared leadership in which young people perform important policy and planning functions. Through the various opportunities, youth address issues that are important to them as well as to the city, such as race relations, neighborhood safety, and transportation. In 2004, approximately 125 youth held paid, intern, or volunteer positions within local government and its boards and commissions. An additional 500+ held similar roles throughout the community. This citywide initiative was selected as a finalist in the 2004 Innovations in American Government Awards. This program was featured in City Showcase 2003 at NLC's Congress of Cities in Nashville, Tennessee and in the 2004 City Showcase at NLC's Congress of Cities in Indianapolis, Indiana.

Source: 2003 City Showcase Application.

Find it on the Web at:

<http://www.hampton.gov/foryouth>

YouthPower Holyoke, Massachusetts

Population: 39,838

Address: Nueva Esperanza, Inc.

401 Main Street

Holyoke, MA 01040

Contact: Imre Kepes, Co-director, El Arco Iris

(413) 536-6956

The YouthPower project brings Holyoke children into the neighborhood planning process and enables them to assume significant roles in shaping their environment. Past accomplishments for children of the YouthPower project include painting public murals, renovating park spaces, developing community maps, creating street banners, and serving as leaders in neighborhood planning workshops. A local university publishes the "YouthPower Guide," a manual aimed at young people which discusses the planning process. The Guide gives details about YouthPower's successful activities and explains how other young people can become involved in their own neighborhood planning processes. The program received a 2000 American Planning Association (APA) award for an outstanding public education program.

Source: El Arco Iris YouthPower program. by Kim McKeggie, APA Journal, v66 n4 (Apr. 2000) p14-15, Chicago, IL: American Planning Association.

Continued on next page.

Housing and Community Development

Affordable Housing Ordinance San Diego, California

Population: 1,223,400

Address: City of San Diego

Development Services

1222 First Avenue, MS 301

San Diego, CA 92101

Contact: Todd Phillips, Senior Program Analyst,
Housing Commission (619) 578-7558

Email: DTODDP@SDHC.ORG

San Diego has an ordinance (No. 142.1300) that requires all residential developments of two or more units to include a ten percent affordable housing component. An inclusionary zoning working group, that included developers, conducted a detailed economic analysis of the potential impact of a citywide ordinance, and it convinced developers that they would be able to do business under the new law. The ordinance does not provide incentives or cost offsets for building affordable units because the economic analysis indicated that developers can easily cover the cost of affordable units through the sale of market-rate units. Developers can, however, opt to make a fee-in-lieu payment based on the square footage of the entire project, instead of building the actual affordable units. The inclusionary housing requirements can also be satisfied by providing the same number of units at another site within the same community planning area.

Source: Inclusionary housing: proven success in large cities. by Nicholas J. Brunick, Zoning Practice, n10 (Oct. 2004) p4-5, Chicago, IL: American Planning Association.

Find it on the Web at: <http://www.sandiego.gov/development-services/news/pdf/ahinfo532.pdf>

Inclusionary Zoning Program Longmont, Colorado

Population: 71,093

Address: City of Longmont

Civic Center Complex

350 Kimbark Street

Longmont, CO 80501

Contact: Kathy Fedler, CDBG and Affordable Housing
Programs Coordinator (303) 651-8736

Email: kathy.fedler@ci.longmont.co.us

In response to rising housing prices, Longmont passed an Inclusionary Zoning Ordinance and launched a series of affordable housing programs. The

Inclusionary Zoning Program requires housing developments to reserve at least 10 percent of their units for affordable housing. The Community Housing Program offers the rental homes constructed under the IZ Program to residents at or below 50% of the area median income and owner homes at sales prices affordable to residents below 80% of the area median income and assures that they remain affordable for 10 to 20 years. Under the Developer Incentives Program, development fees are waived for participating developers and the city offers additional incentives (expedited plan review processing, waives additional development fees, etc.) to those that offer more than the minimum number of affordable units or offer units at lower rent or sales prices. Longmont also provides Down Payment Assistance and gap financing through its Community Development Block Grant Program and its Affordable Housing Fund.

Source: Communities open doors with affordable housing. Colorado Municipalities, v80 n5 (Oct. 2004) p12, Denver, CO: Colorado Municipal League.

Find it on the Web at: <http://www.ci.longmont.co.us/cdbg/housing/index.htm>

Spectrum Keene, New Hampshire

Population: 22,563

Address: City of Keene

Housing Authority

105 Castle Street

Keene, NH 03431-3307

Contact: Lola Grab, Development Officer (603) 352-6161
ext. 304

Email: lgrab@kha.org

Keene Housing Authority's Spectrum Program helps prepare residents for self-sufficiency by simulating private market conditions through the use of step rents. If necessary, Spectrum allows residents to participate in workfare in lieu of rent, and provides a Safety Net program for residents who experience financial setbacks caused by circumstances beyond their control. This program won a 2001 Award of Merit in Housing and Community Development from the National Association of Housing and Redevelopment Officials.

Source: 2001 agency awards of merit in housing and community development. (2001) p23, Washington, DC: National Association of Housing and Redevelopment Officials.

Continued on next page.

Housing and Community Development, *continued*

Homebuyer Assistance Program Irving, Texas

Population: 191,615

Address: City of Irving

*Housing and Human Services Department
2520 W. Irving Blvd, Suite 300
Irving, TX 75061*

Contact: Vivian L. Ballou (972) 721-4800

Email: vballou@ci.irving.tx.us

The goals of Irving's Homebuyer Assistance Program are to increase homeownership in neighborhoods, assist low- to moderate-income households with home purchases, rehabilitate existing affordable housing stock, and leverage private monies for these purposes with Federal grant funds. The city provides homebuyers with down payment, closing cost, mortgage buy-down, and minor repair assistance. For the purchase of existing units, applicants with incomes between 30 and 50 percent of the median can receive up to \$15,000, and applicants with incomes between 51 and 80 percent of the median can receive up to \$10,000. Assistance for the purchase of a newly constructed unit is up to \$30,000 for down payment, closing cost, mortgage buy-down, and interest rate reduction. This program was featured in the 2004 City Showcase at NLC's Congress of Cities in Indianapolis, Indiana.

Source: 2004 City Showcase Application.

Subdivision Revitalization Westland, Michigan

Population: 86,602

Address: City of Westland

*Department of Housing and Community
Development
32715 Dorsey Road
Westland, MI 48186-4755*

Contact: James Gilbert, Director (734) 595-0288 ext. 222

Email: jgilbertwh@comcast.net

Westland pursued an initiative which included a variety of projects to revitalize the Carver subdivision, part of a distressed neighborhood in a geographically isolated part of the city. The cornerstone of the initiative was the development of a new fire station and adjacent playground which helps reconnect the neighborhood with the city government and acts as a catalyst for more development. The one million dollar project was funded with state money and a Community Development Block Grant (CDBG). Other projects included the exterior clean-up of eyesore structures, the removal of numerous neglected structures, interior renovation of existing housing, and construction of new infill housing. A special program for homebuyers provides low- and moderate-income families up to \$5,000 in down payment and closing cost assistance.

Source: Westland: subdivision revitalization required creativity. by James Gilbert, Michigan Municipal Review, v74 n10 (Dec. 2001) p22-23, Ann Arbor, MI: Michigan Municipal League.

Continued on next page.

Unity Project Clarksburg, West Virginia

Population: 16,743
Address: Unity Project
522 Musgrave Street
Clarksburg, WV 26301
Contact: James Hunt, Director (304) 622-5621
Email: thehuntgroup@msn.com
Started in: 1999

Clarksburg's Unity Project addresses racism and raises awareness of diversity issues. It grew out of the community's desire to evaluate its understanding of racism and diversity following a visit to Clarksburg by the Ku Klux Klan. The basic tenets of the project are to add value to existing community activities, to be grass roots driven and to avoid commercial dominance. When an existing activity is identified, the Unity Project looks for ways to make it a success, sometimes taking a leadership role, sometimes a supporting one. The Project gives advice and counsel to groups who ask, facilitates community dialogue with the West Virginia Human Rights Commission, provides needed awareness opportunities in the Central West Virginia area, and is a model for other communities which have started similar projects. This program was runner up in the 2000 City Cultural Diversity Awards, under 25,000 population category, sponsored by NLC's National Black Caucus of Local Elected Officials (NBC-LEO).

Source: 2000 Innovation Awards Application 2000 National Black Caucus of Local Elected Officials City Cultural Diversity Awards Application.

Find it on the Web at:
<http://www.wvunityproject.com>

Expanded Outreach Program Bellingham, Washington

Population: 67,171
Address: City of Bellingham
Police Department
505 Grand Avenue
Bellingham, WA 98225
Contact: Sgt. Florence Simon (360) 676-6920
Email: fsimon@cob.org

The Bellingham Police Department's Expanded Outreach program uses a multi-level approach with

individual volunteer outreach officers to promote a clear commitment to honor and support community diversity. By working side by side with citizens, the department demonstrates that it works to support the community. The goal of the program is to expand inclusion by encouraging participation in departmental activities. Bellingham received the 2004 Diversity Champion of the Year Award from the Association of Washington Cities.

Source: 2004 Association of Washington Cities Diversity Champion Awards.

Together Effectively Achieving Multiculturalism (TEAM) Westport, Connecticut

Population: 25,749
Address: Town of Westport
110 Myrtle Avenue
Westport, CT 06880
Contact: Barbara H. Butler, Human Services Director
(203) 341-1066
Email: BButler@ci.westport.ct.us

Together Effectively Achieving Multiculturalism (TEAM) brings together diverse members of the Westport community to learn from one another, analyze issues, evaluate options, and recommend actions to the town. There are 19 appointed residents who work on the initiative and maintain an ongoing dialogue with city leaders. In 2003/2004, TEAM sponsored public performances of plays with multicultural themes, worked with the Interfaith Council to plan a round multicultural issues, met with high school classes to share life experiences on the 50th anniversary of Brown v. Board of Education, and worked with the school board on diversity goals for schools. TEAM celebrated NLC's 2003 Race Equality Week with a potluck supper showcasing the various ethnic foods found in Westport.

Source: National League of Cities Racial Justice Project.

Find it on the Web at: <http://www.TeamWestport.org>

Continued on next page.

**Racial Harmony and Fairness
Task Force
Stockton, California**

Population: 243,771

Address: City of Stockton

*425 North El Dorado Street
Stockton, CA 95202*

*Contact: Florence Low, Program Manager III
(209) 937-8279*

Email: Florence.low@ci.stockton.ca.us

Stockton's Racial Harmony and Fairness Task Force addresses racial, cultural, and religious tensions in the city, and creates solutions to solve these problems. It consists of 26 top-level administrators of school districts, religious agencies, city and county offices, business groups, and health organizations. The task force holds community forums to address diversity issues and has a panel which hears presentations on experiences with racism. Forums have included discussions of education, law enforcement, jobs and unemployment practices, the faith community, and community goals. In response to issues raised in the forums, policies addressing racism and other problems are outlined and explained to the appropriate departments. In addition, the Task Force publishes a column in the city's daily newspaper that highlights different cultures of Stockton.

Source: 2003 National Black Caucus of Local Elected Officials City Cultural Diversity Awards Application

**Cedar Valley Diversity
Appreciation Team
Waterloo, Iowa**

Population: 68,747

Address: City of Waterloo

*620 Mulberry Street, Suite 101
Waterloo, IA 50703*

*Contact: Walter Reed Jr., Executive Director
(319) 291-4441*

Email: walter.reed@waterloo-ia.org

The Cedar Valley Diversity Appreciation Team (CVDAT) is a collaboration among the City of Waterloo, the Commission on Human Rights, and several financial donors. Its purpose is improve race relations, encourage citizens to appreciate diversity, fight discrimination, and prevent hate crimes in the city. CVDAT sponsors a study circle program in which five to 15 people meet to discuss and gain insights on issues surrounding racism. Once a participant graduates from the study circle program, he or she may join a roundtable to define problems, formulate plans, and take action to address racism. Action oriented roundtables focus on such subtopics as business and economics, schools, hate crimes, health policies, and criminal justice.

Source: Cedar Valley Diversity Appreciation Team builds relationships and changes attitudes. Cityscape, v56 n7 (Jan. 2001) p13, Des Moines, IA: Iowa League of Cities.

Find it on the Web at:

<http://www.wplwloo.lib.ia.us/humanrights>

MINUTES

MANSFIELD PLANNING AND ZONING COMMISSION

Regular Meeting, Monday, November 5, 2007

Council Chambers, Audrey P. Beck Municipal Building

Members present: R. Favretti (Chairman), J. Goodwin, R. Hall, K. Holt, P. Kochenburger, P. Plante, B. Ryan

Members absent: B. Gardner, G. Zimmer

Alternates present: M. Beal, L. Lombard, B. Pociask

Staff present: G. Padick (Director of Planning)

Chairman Favretti called the meeting to order at 8:00 p.m. He appointed Alternates Lombard and Beal to act in members' absence.

Minutes:

10/15/07- Hall MOVED, Lombard seconded, to approve the 10/15/07 minutes as written. MOTION PASSED with all in favor except Pociask who disqualified himself.

Scheduled Business:Public Hearing Continuation:Subdivision Application (Arthur's Pond) 7 Proposed lots off of N. Eagleville and Separatist Roads.File #1266

Chairman Favretti opened the continued Public Hearing at 8:02 p.m. and noted that the information presented during the Inland Wetlands Agency Public Hearing for Arthur's Pond will be entered into the record for this PZC Hearing. Members present were R. Favretti, J. Goodwin, K. Holt, P. Kochenburger, P. Plante, B. Ryan, and Alternates M. Beal, L. Lombard, B. Pociask. After Hall disqualified himself, Favretti appointed Pociask to act in Hall's place, and he appointed Beal and Lombard to act in the absence of Gardner and Zimmer. Padick listed the following communications received and distributed to all members of the Commission:

- Undated letter from Robert C. Cook, 210 Separatist Road
- 10/23/07 Memo from Michael Dilaj, Datum Engineering
- 11/1/07 letter from Helen Koehn, 83 Separatist Road
- 11/1/07 letter from Virginia Gorin, 222 Separatist Road
- 11/1/07 memo from Grant Meitzler, Assistant Town Engineer
- 11/1/07 memo from Gregory Padick, Director of Planning
- 11/5/07 letter from Dolores Hilding, 22 Southwood Road

Michael Dilaj of Datum Engineering, representing the applicant, requested that the information, comments and questions presented during the Inland Wetlands Agency Public Hearing be entered into the record for the Planning and Zoning Commission Public Hearing. He stated that the matter of underground utilities is still being studied. Dilaj also stated that the applicant will relocate the abutters' drainage pipes. They will continue draining onto the subject property, but they will be moved to the property lines.

Richard Stag, 313 North Eagleville Road, expressed concern about a common driveway being installed instead of a road. He is concerned that the driveway may become congested and not allow room for emergency vehicles to pass. However, a town road would be of appropriate width for on-street parking and emergency vehicle access.

Attorney Schiller, representing Allison Hilding, referred to Donald Aubrey's 11-5-07 report and requested that it be entered into the record of the PZC's Pul - 133 -ring. Attorney Schiller explained the importance

of the receipts that were submitted by Ms. Hilding at this evenings meeting (Padick noted that these will be copied and distributed in the next Commission packet) regarding work she has had done to her property due to the high water table in the area.

Donald Aubrey, of Town Engineering, pointed out that the issue of the wet soils is a documented historic problem. He believes that this situation will affect many aspects of the applicant's plan including driveways, drainage, etc. He also mentioned alternatives stated in his report that would provide better solutions for many aspects of the proposed site plan. Aubrey reviewed his report and highlighted key points.

Favretti noted that there were no further comments from the public or from the Commission. Kochenburger MOVED, Ryan seconded, to continue the Public Hearing until 11/19/07. MOTION PASSED with all in favor except Hall who had disqualified himself.

8:15 p.m. Public Hearing Continuation

Special Permit Application, Efficiency Unit, 300 Woodland Rd., F & S Sandberg, o/a File #1267

Chairman Favretti opened the continued Pubic Hearing at 8:53 p.m. Members present were R. Favretti, J. Goodwin, R. Hall, K. Holt, P. Kochenburger, P. Plante, B. Ryan, and Alternates M. Beal, L. Lombard, B. Pociask. Favretti appointed Lombard and Pociask to act. Padick listed the following communications received and distributed to all members of the Commission: an undated set of floor plans and exterior egress drawing, a 10/18/07 Windham Water Works memo, and an 11/1/07 memo from G. Padick, Director of Planning.

Holt reviewed with the applicant that the entrance to and from the efficiency to the main house was covered and that the efficiency unit's architecture will conform to the main house.

Chairman Favretti noted that there were no questions or comments from the public or the Commission, Kochenburger MOVED, Holt seconded, to close the Public Hearing at 8:56 p.m. MOTION PASSED UNANIMOUSLY.

8:30 p.m. Public Hearing

Special Permit Application, Natchaug Hospital Office Use, 165 Storrs Road, Natchaug Hospital, applicant M. Howard owner, File #1032-2

Chairman Favretti opened the Public Hearing at 8:58 p.m. Members present were R. Favretti, J. Goodwin, R. Hall, K. Holt, P. Kochenburger, P. Plante, B. Ryan, and Alternates M. Beal, L. Lombard, B. Pociask. Favretti appointed Lombard and Pociask to act. Padick read the Legal Notice as it appeared in the Chronicle on 10/24/07 and 11/1/07. Padick listed the following communications received and distributed to all members of the Commission: an 11/2/07 Report from the Director of Planning, an 11/1/07 memo from the Assistant Town Engineer, an 11/1/07 memo from the EHHD and an 11/5/07 email from the M. Howard, owner of the property.

Steve Larcen, CEO of Natchaug Hospital, was present this evening representing the applicant.

Favretti asked if the existing foundation planting across the front of the building will be retained and enhanced. Larcen indicated that they would enhance the landscaping, and he also indicated that the owner will repave the disturbed portion of the parking lot south of the building.

Ryan questioned if the façade of the building will be improved. The applicant indicated that they will paint this building to match the existing façade at the Natchaug Main Building, and noted that some windows, doors, and a new front entrance will be installed.

Holt wondered if parking would be an issue. It was noted that this is for office use only, with not many cars, but re-stripping of the pavement will be done.

Chairman Favretti noted that there were no comments from the public and no further comments or questions from the Commission. Plante MOVED, Holt secc - 134 - to close the Public Hearing at 9:05 p.m. MOTION

PASSED UNANIMOUSLY. Kochenburger volunteered to work with staff to draft a motion for the 11/19/07 meeting.

8:45 p.m. Public Hearing

Special Permit Application, Efficiency Unit, 141 Gurleyville Rd., J. Catalano, o/a File #1268

Chairman Favretti opened the Public Hearing at 9:06 p.m. Members present were R. Favretti, J. Goodwin, R. Hall, K. Holt, P. Plante, B. Ryan, and Alternates M. Beal, L. Lombard, B. Pociask. Favretti appointed Lombard and Pociask to act in members' absence, and Beal to act because Kochenburger disqualified himself. Padick read the Legal Notice as it appeared in the Chronicle on 10/24/07 and 11/1/07. Padick listed the following communications received and distributed to all members of the Commission: an 11/1/07 report from the Director of Planning, a B100A approval from EHHD, a 10/25/07 letter from K. and P. Beckert, an 11/3/07 letter from S. and V. Ferriss, and an 11/5/07 report from C. Hirsch, Zoning Agent.

Jeff Catalano, applicant and owner of the subject property, submitted 13 out of 14 return receipts to the Commission, as well as a more detailed floor plan of the house and efficiency unit.

Favretti opened the floor for public comment.

Peter Millman, 122 Dog Lane, felt the plan of the house and efficiency is inaccurate according to his memory of being in the house numerous times prior to Catalano's ownership. He is concerned about the potential of up to six unrelated people living there and that the efficiency is larger percentage-wise than the zoning regulations allow.

Jeanne Ahern-Mogayzel, 15 Bundy Lane, is not in favor of this proposal and outlined a timeline of unfavorable events that have occurred at the property. She is concerned for litter on the street, parking and traffic congestion.

Dr. Ronald Kelly, 29 Bundy Lane, is concerned about the traffic hazards caused by overflow parking along Gurleyville Road when parties have occurred at the site. Also, he questioned when and how much supervision the applicant will provide, and noted that thus far there seems to be none.

Steven Koehn, 95 Bundy Lane, is concerned for the traffic on the road and the on-street parking that occurs with the parties as well as the nuisance caused by these large parties.

Hisham Elshakus, 23 Bundy Lane, feels that there is not adequate parking and noted that adding an efficiency will only deteriorate what was once a one-family home.

Joseph Briody, 19 Little Lane, believes that this would be a nuisance to the community due to the noise, traffic, trash and blight. He is concerned that when the applicant sells the property or leaves the house these nuisances will worsen.

Suzanne Davis, 97 Gurleyville Road, expressed concern for the noise, traffic, parking and the overall well-being of the community.

Andy Gardner, 115 Gurleyville Road, asked the commission to take into consideration the number of neighbors and local residents that are apposed to this application.

Mark Mirko, 122 Gurleyville Road: Veronica Helgans, 123 Dog Lane: Lindsay Hart, 118 Gurleyville Road: Joanne Robinson, 126 Bundy Lane: Peter Saliesses, 20 Hillyndale, all stated that they are not in favor of this application.

Dolores Hilding, 22 Southwood Road, noted that more single family homes are turning into student rentals due to the lack of housing for the University, and that these student rentals have caused blighted neighborhoods throughout town.

Curt Hirsch, Zoning Agent, summarized his memo. It was passed out to all members this evening.

Hall questioned why is there an issue for the neighbors now, if the efficiency seems to have been there for a while?

It was noted that the neighborhood notification was not sent 10 days prior to this Hearing, therefore the Public Hearing legally must be kept open to allow for those neighbors who may not have received the notice in time to attend a hearing.

Favretti noted no further questions from the public or Commission; Holt MOVED, Plante seconded, to continue the Public Hearing until the 11/19/07 PZC Meeting.

Old Business:

1. Zoning Agent's Report

Items were noted. Hirsch noted that he and Chairman Favretti signed off on a modification request for solar panels at the Community Center. He also added that progress at the Hall site was slow.

New Business:

2. Request for Site/Use Modifications, 1029 Storrs Rd. (Stix 'n' Stones LLC, applicant/P. Hammer, owner) File #727

Mike McDonald, renter and applicant for the modification request, explained his plan for the space next to the newly opened consignment shop. Favretti emphasized that McDonald needs to present a set of plans drawn to scale with all details clearly indicated, such as parking, mulch bin locations and size, locations of storage areas, etc. Commission members questioned the applicant on whether he intends to improve the building. He indicated that he will be making building and site improvements. Paul Hammer, owner, questioned the Commission if they can continue to make minor improvements to the building such as new energy efficient doors and windows. Hirsch noted that the Zoning permit can be separated from the Building permit., but that this does not guarantee approval for the Use Modification through the Planning and Zoning Commission process.

Applicant agreed to work with staff to create a site plan. The Commission added this site to the Field Trip Agenda.

Old Business:

2. Statutory Revisions to Aquifer Protection Program / Level A Aquifer Designation for Willimantic River Well Field

Padick summarized his memo. Holt MOVED, Plante seconded, that the Planning and Zoning Commission, acting as Mansfield's Aquifer Protection Agency, schedule a Public Hearing for Monday, December 17, 2007 at 7:00 p.m. to receive comments on an 11/5/07 draft of the Aquifer Protection Area Regulation revisions. Furthermore, that staff refer the proposed regulation revisions to the State Department of Environmental Protection, the University of Connecticut, the WINCOG Regional Planning Commission, the Windham Water Works, the Mansfield Conservation Commission and the Town Attorney for review and comment. MOTION PASSED UNANIMOUSLY.

3. Design Review Panel Vacancy

Chairman Favretti asked if any members had any thoughts on who they felt was best qualified to fill the DRP vacancy. Pociask noted that all applicants were qualified, but he felt that John Lenard was the best candidate because he of his background as a civil engineer. Pociask MOVED, Lombard seconded, to appoint John Lenard as the newest member of the Design Review Panel. MOTION PASSED UNANIMOUSLY.

4. Request for release of common driveway bond, Mulwood East Subdivision, File #1225

Item tabled.

5. Subdivision Completion/Bonding update

Item tabled.

6. Special Permit Application, Efficiency Unit, 300 Woodland Rd., F & S Sandberg, o/a File #1267

Goodwin MOVED, Holt seconded, to approve with conditions the special permit application (file #1267), of F. and S. Sandberg, for an efficiency apartment on property owned by the applicant located at 300 Woodland Road, in an RAR-90 zone, as submitted to the Commission and shown on plans dated 7/2/07 and other applicant submissions, and as presented at Public Hearings held on October 15 and November 5, 2007.

This approval is granted because the application, as hereby approved, is considered to be in compliance with Article X, Section M, Article V, Section B, and - 136 - ovisions of the Mansfield Zoning Regulations, and is granted with the following conditions:

1. This approval is granted for a one-bedroom efficiency unit in association with an existing single-family home having up to three additional bedrooms. Any increase in the number of bedrooms on this property shall necessitate subsequent review and approval from Eastern Highlands Health District and the Planning and Zoning Commission;
2. This approval is conditioned upon continued compliance with Mansfield's zoning regulations for efficiency units, which include owner-occupancy requirements and limitations on the number of residents in an efficiency unit;

This special permit shall not become valid until filed upon the Land Records by the applicant. MOTION PASSED UNANIMOUSLY.

New Business:

1. Modification Request to revise B.A.E., Lot #3, Dunham Farm Estates, MEM Properties LLC., owner, R. Bogner, applicant. File #
Padick summarized his memo, Holt MOVED, Holt seconded, that the Planning and Zoning Commission approve a Building Area Envelope revision for Lot 3 in the Dunham Farm Estates subdivision as proposed in a 10/22/07 modification request from Robin Bogner and as depicted on a map entitled "Sub Surface Sewage Disposal Design" as prepared by Datum Engineering and Surveying and dated 9/25/07. MOTION PASSED UNANIMOUSLY.
3. Request for Tree Removal, in Conservation Easement areas 19 and 31 Adeline Place
Padick summarized his memo, Holt MOVED, Ryan seconded, that the Planning and Zoning Commission authorize the removal of an existing tree within a conservation easement on property of Guarnaccia adjacent to lot 8 (31 Adeline Place) and assorted tree pruning and mechanical support of weak branch unions within a conservation easement on property of Christianson (lot 2, 19 Adeline Place) as described by the affected property owners and their agents. The subject tree work is considered appropriate and not in conflict with conservation easement objectives. MOTION PASSED UNANIMOUSLY.
4. 2008 Draft PZC/IWA Meeting Schedule
Holt MOVED, Plante seconded, that the Planning & Zoning Commission approve the 2008 meeting schedules for the Planning and Zoning Commission and Inland Wetland Agency as agreed upon at the November 5, 2007 meeting. MOTION PASSED UNANIMOUSLY.
5. Betty Gardner's request to a waiver of PZC by-laws
Holt MOVED, Hall seconded, that the PZC grant a waiver to the PZC by-laws and that Betty Gardner remain a member of the PZC/IWA while she misses meetings while recovering from her injury. MOTION PASSED UNANIMOUSLY.

Reports of Officers and Committees:

There were no items to report on. Favretti noted a Regulatory Review Committee Meeting, November 14, 2007 at 2:00 in Council Chambers.

Communications and Bills:

Items were noted.

Adjournment:

Favretti declared the meeting adjourned at 10:43 p.m.

Respectfully submitted,

Katherine K. Holt, Secretary

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MINUTES

MANSFIELD INLAND WETLAND AGENCY/PLANNING AND ZONING COMMISSION
FIELD TRIP
Special Meeting
Tuesday, November 13, 2007

Members present: R. Favretti, M. Beal, B. Ryan, L. Lombard, J. Goodwin (3&4),
Staff present: G. Meitzler (Wetlands Agent, Assistant Town Engineer), G.
Padick, (Director of Planning), S. Lehman (Conservation
Commission)

The field trip began at 1:00 p.m.

1. LEDGECREST PROPERTY, 1029 Storrs Road, Site/Use Modifications, Six 'n Stones, LLC applicant/P. Hammer, owner PZC file #727. Members were met by the applicant, M. McDonald and the property owner, P. Hammer. Site and neighborhood characteristics were observed from front and rear yard areas. No decisions were made.
2. J. CATALANO PROPERTY, 141 Gurleyville Rd., Efficiency Unit, PZC file #1268. Members observed site and neighborhood characteristics from Gurleyville Road and the driveway area of the subject lot. No decisions were made.
3. KOVAROVICS PROPERTY, Daleville Road (easterly side about 500 feet North of Rt. 44, between house #28 and #52), Single-family house in buffer, IWA file W1390. Members were met by a representative of the owner. Site characteristics, particularly the location of wetland areas, were viewed from Daleville Road. No decisions were made.
4. ENRIGHT PROPERTY, 28 Old School House Road, above ground pool, Sabrina Pools, applicant, IWA file W1389. Attendees were met by Mrs. Enright and a representative for Sabrina Pools. Site characteristics, particularly site topography and the location of watercourse areas, were observed from the rear yard area where the pool is proposed. No decisions were made.

The field trip ended at approximately 2:40 p.m.

Respectfully submitted,

B. Ryan, Acting Secretary

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Mansfield YSB Advisory Board

Meeting Minutes

Tuesday, October 9, 2007

12 noon @ YSB Conf. Rm. B

Attendees: Ethel Mantzaris, Frank Perrotti, Jerry Marchon, Mike Collins, Eileen Griffin

Staff: Kevin Grunwald, Pat Michalak, Kathy McNamara, Karen L. Taylor

Regrets: Candace Morell

Call to Order

Ethel Mantzaris, Chair, called the meeting to order at 12:02

- I. Approval of Minutes – **MOTION** by Frank Perrotti seconded by Ethel Mantzaris. Vote: Unanimous in favor of approving minutes as submitted.

Kevin Grunwald, Director

- A. Kevin advised the Board that School Readiness Grant Application had been filed for the upcoming year for funding over the next two years.
- B. He informed the Board that there is a new Vice Principal at EOSmith and the presentation "M.A.D.E.", Make Appropriate Decisions Everyday went well. Members of the Underage Steering Committee attended a camp addressing this issue and are considering inviting a motivational speaker to give a presentation to parents and adolescents.

Pat Michalak – YSB Coordinator Update

- Pat advised the Board that the Enhancement Grant application had been submitted and that there was a possibility of additional funds. She is looking into it and will report back to the Board.
- Pat shared with the Board that Villari's Marital Arts School in Willimantic has accepted two of YSB's clients into their school and are doing wonderful. Also, Ken Caputo came to the last Big Friend Mentoring group and had an excellent presentation for the families. YSB will continue to work with him and the school to provide additional support for our youth.

II. Old Business:

- A discussion regarding Matt Hart, Town Manager's attendance and topics of concern at September's meeting ensued. Board members shared their thoughts and concerns over the part-time position in YSB being cut from the budget.
- Board members discussed Eileen Griffin drafting a letter to Matt Hart regarding the part-time position requesting information on the process of

justifying the position. Kevin and Pat will meet to discuss the needs of the YSB towards justifying the position for the upcoming budget.

- Discussion ensued about the increases and decreases of the budget in other departments.
- Jerry Marchon commented that the continuous increase of residents in town will only increase the need for the part-time position and will eventually require a full-time position to meet the increase of residents with needs.
- Kathy McNamara shared her concerns about the increase of grandparents raising their grandchildren.
- Ethel Mantzaris asked Kevin Grunwald if there was a possibility of Social Services doing any Outreach work to meet the additional needs of residents. Kevin responded that with Sheila Thompson's retirement from the department, the position and its function would be reviewed.
- Frank Perrotti shared his suggestions with the Board about funding options for the part-time position using other established program funds. Discussion ensued between members and it was determined that the Challenge program should be reviewed. Kevin will meet with Chuck Leavens to review the program.

III. New Business: None

IV. Other:

- Frank Perrotti asked Kevin and Pat for a list of programs that have been dropped from YSB Dept as a result of the part-time position being cut as well as YSB staff availability being lessened.
- Mike Collins also shared with the Board some concerns from residents that there is no assistance for them related to pain management. Board agreed that pain does have an affect on youth and their families. Discussion continued about whether this was a social service responsibility or possibly something for a medical physicality. All agreed that it is not being addressed in this community

Meeting adjourned at 1:05.

Respectfully submitted by:

Karen L. Taylor
Secretary

ARTS ADVISORY COMMITTEE
Meeting of Tuesday, 09 October 2007
Mansfield Community Center (MCC) Conference Room

MINUTES

1. The meeting was **called to order** at 7:07p, Blanche Serban acting as Chair when she arrived somewhat later. Members present: Jay Ames, Anita Bacon, Leon Bailey, Scott Lehmann, Joan Prugh, Blanche Serban. Members absent: Kim Bova. Others present: Jay O'Keefe (staff).
2. **New member** Anita Bacon was welcomed, and Scott briefly reviewed the history of the Committee for her.
3. There are as yet no **minutes of the 11 September 07 meeting**. Scott will ask Kim if she has notes that can be converted into minutes.
4. **School art at the MCC.**
 - a. Kim's son has reported to her that there is interest among his friends at E. O. Smith High School in staging a "Battle of the Bands" at the MCC later in the school year. The Teen Center and Arts and Crafts room could be used for this event; the gymnasium is also a possibility, if more space were needed.
 - b. Jay A. will approach the art faculty at Smith about organizing an exhibit of student art at the MCC, particularly ceramics and jewelry for the display cases.
5. **Poetry readings.** No report on the 29 September poetry reading at the MCC was available. Joan will call Joan Sidney to ask how it went; she will also contact Curbstone Press, which publishes work by local poets, to see if any of them might be interested in reading from their poetry at the MCC.
6. **Art Display policy.** A re-write of the AAC's draft art display policy (revised 6/04/07) titled "Art Display Policy: Draft (as of 9/11/07)" was circulated by e-mail with the agenda for this meeting. It is not clear who authored it; Jay O'K thought the Town Attorney may have had some role in drafting it. In any case, the Committee found it unsatisfactory and agreed to return to its own draft and to consider whether any material from the re-write should be incorporated into it.
 - a. Anita thought that the second sentence of item b under Comments invited trouble by encouraging people to agitate for changes in display policy. After some discussion it was agreed to replace the second and third sentences of item b by "The AAC shall then consider the issue and report the result of its deliberations in writing to the author(s)."
 - b. The 9/11 re-write involves the MCC staff (and, in some cases, the Town Manager) along with the AAC in the process for approving displays, though it does not explain how this would work. Scott thought the AAC was the appropriate body to vet displays, but that if the Committee believes the MCC staff should be involved, it could do so either by giving Jay O'K a vote in decisions on MCC displays or by allowing the MCC's Director to veto AAC approvals. Jay O'K indicated that the MCC was happy with the present system, under which he can voice concerns about display applications on behalf of the MCC, and that he did not see a reason to get voting power as long as any such concerns were recorded in the minutes. Accordingly, the Committee decided not to revise the approval process.
 - c. The 9/11 re-write opens with a paragraph about the MCC's mission that the AAC agreed did not belong in a statement of display policy. However, Blanche thought it would be useful to add to the draft a brief statement of purpose for art displays, and there was general agreement that the first sentence should begin "To give exposure to local artists and provide enrichment for the community, the AAC invites ..." or words to that effect.
 - d. The Committee agreed that a-c under "Guidelines", which attempt to give content to the notions of "originality, artistic quality, and suitability for a family setting" should not begin with questions.
 - e. Since the second bulleted item in Guideline c speaks of "works that appear intended to ridicule deeply held beliefs or to disparage others for their race, gender or sexual identity, ethnicity, nationality, etc.", Leon suggested asking applicants for a statement of intent. After some discussion, it was agreed that the application form should be amended to encourage but not require submission of an artist's statement to be posted with the exhibit.

Scott will revise the 6/04 draft accordingly and circulate it by e-mail. The Committee will aim for final approval of the MCC display policy at its November meeting. The AAC is charged with proposing a policy for art displays at Town buildings, and Scott will try to draft a generalization of the MCC policy for this meeting.

7. MCC art displays.

- a. **Laurie Smolin** would like some help installing her watercolors in the hallway and lower sitting room display area at 1:00p on Monday, 15 Oct; Scott agreed to do this.
- b. **Sarah Winter** would like to exhibit 16 mixed-media pieces in the sitting room and hallways. The four photos she submitted suggest that her application raises no policy concerns, but the Committee needs to see photos of all the works before approving the exhibit (or some portion of it), possibly for the winter quarter (15 Jan – 15 Apr).
- c. **Judith Meyers** would like to show 5 pastel-like oil paintings of local scenes. The Committee viewed photos of them and approved her application; Blanche will call and suggest the spring quarter (15 Apr – 15 Jul); the lower sitting room or long hallway would probably be best for these small to medium-sized works.
- d. **Patty Vinsonhaler** has applied to show sculptural ceramic work, of which she supplied photos and an example. The Committee approved her application. Blanche will call and ask whether she can install her work in the display cases for the fall period (15 Oct – 15 Jan).
- e. **Irmgaard Rees** has proposed an exhibit of art created from waste materials, with contributions by a number of artists. The Committee liked the idea, but will need to see photos and to negotiate the period and extent of the exhibit; some sculpture may be too large for the display cases.

Exhibit Period	Entry cases		Sitting room		Hallway	
	Double-sided	Shelves	Upper	Lower	Long (5)	Short (2)
Fall 15 Oct – 15 Jan	<i>Patty Vinsonhaler?</i> (ceramics)				<i>Laurie Smolin</i> (watercolors)	
Winter 15 Jan – 15 Apr					<i>Sarah Winter?</i> (mixed media)	
Spring 15 Apr – 15 Jul				<i>Judith Meyers?</i> (oils)		

8. Adjourned at 9:07p. Next meeting: Tuesday, 06 November, 7:00p.

Scott Lehmann, Acting Secretary, 11 October 07
 Approved 06 November 07

Mansfield Board of Education Meeting

October 25, 2007

Minutes

Attendees: William Simpson, Chair, Mary Feathers, Vice Chair, Christopher Kueffner, Secretary, Dudley Hamlin, Martha Kelly, Min Lin, Shamim Patwa, Katherine Paulhus, Superintendent Gordon Schimmel, Board Clerk, Celeste Griffin,

Absent: Gary Bent

I. Call to Order

The meeting was called to order at 7:40 p.m. by Mr. Simpson, Chair.

II. Teacher of the Year Celebration - Elizabeth Latino, Fourth Grade Teacher at Southeast School was honored as 2008 Mansfield Teacher of the Year. The Board also recognized Mr. Simpson's fourteen years of service on the Mansfield Board of Education.

Mrs. Kelly left at 8:55 p.m.

III. Approval of Minutes - **MOTION** by Mr. Kueffner, seconded by Dr. Patwa to approve the minutes of the 10-11-07 meeting. **VOTE:** Unanimous in favor.

IV. Hearing for Visitors - None

V. Communications - None

VI. Addition to Present Agenda - None.

VII. Committee Reports - None

VII. Report of the Superintendent

A. **Measuring Progress on MBOE Goals** - The administrators outlined plans for measuring and reporting Board Goals I and II.

B. **One School One Read** - Mrs. Linda Robinson, Library Media Coordinator discussed preparation for the third OSOR at the middle school.

C. **One-Year Extension of MBOE Goals** - **MOTION** by Mr. Kueffner, seconded by Ms. Feathers to extend the 2005-2008 Board Goals with proposed edits, adding a fifth goal addressing energy conservation **VOTE:** Unanimous in favor.

D. **Professional Development Program Update** - Tabled for future discussion.

E. **Professional Improvement of Staff** - **MOTION** by Dr. Patwa, seconded by Ms. Feathers to approve the increase in salary for educational improvement for the following certified staff: Sharon Cline, Mansfield Middle School and Mary Lee Geary, Goodwin Elementary School. **VOTE:** Unanimous in favor.

F. **Proposed 2008 Board Meeting Calendar** - The calendar will be discussed and voted on during the November 8, 2007 meeting.

VIII. Hearing for Visitors - None

IX. Adjournment - **MOTION** by Dr. Patwa, seconded by Ms Feathers to adjourn at 10:00pm. **VOTE:** Unanimous in favor.

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Mansfield Commission on Aging Minutes

2:30 PM – Senior Center

Tuesday, October 9, 2007

Present: K. Grunwald (staff), M. Thatcher, J. Kenny (staff), Mark Ross (guest). C. Phillips, T. Quinn (Chair), A. Holinko, S. Gordon, B. Gouldsbrough, J. Brubacher, W. Bigl, J. Quarto, J. Scottron (guest)
Regrets: P. Hope

- I. Call to Order: Chair T. Quinn called the meeting to order at 2:35 PM
- II. Appointment of Recording Secretary: K. Grunwald agreed to take minutes for the meeting.
- III. Acceptance of Minutes of the September 10, 2007 meeting: note that Mary Thatcher was present at the September meeting.
- IV. Correspondence – Chair and Staff: none.
- V. Optional Reports on Services/Needs of Town Aging Populations
 - A. Health Care Services
 - Wellness Center and Wellness Program – J. Kenny distributed copies of her report.
 - Mansfield Center for Nursing and Rehabilitation – J. Kenny: no report.
 - B. Social, Recreational and Educational
 - Senior Center – K. Grunwald distributed copies of Patty Hope's report for the month of September.
 - Senior Center Assoc. – J. Brubacher (for Tom Rogers): no report. C. Phillips invited members to attend the Association's Holiday Bazaar this Saturday and to sign up if they are able to volunteer.
 - C. Housing
 - Assisted Living Advisory Committee: K. Grunwald reported on the progress of this committee in meeting with developers.
 - Juniper Hill: B. Gouldsbrough stated that Juniper Hill is focusing on transportation and would like to get a van. The hills are obstacles to seniors walking.
 - Jensen's Park: W. Bigl reports that things are going well.
 - Related Town and Regional Organizations such as:
 - Advisory Committee on the Needs of Persons with Disabilities, Senior Resources of Eastern CT: no reports.

VI. Old Business

- Long Range Plan for 2007- 2010: Action Plan – K. Grunwald reviewed a format for proposed action plans for key issues that were identified in the Long Range Plan. Members are asked to review the proposed Action Plans and prioritize which of these activities they would be interested in working on for our November meeting.

VII. New Business

- Report of the Nominating Committee: C. Phillips welcomed April Holinko as a new member and reported that Mark Ross has been recommended to replace Karen Randolph on the Commission. Mark is especially interested in the issue of auditory access to meetings. J. Kenny reported that Mr. Ross has special expertise in the area of hearing loss. The Commission voted unanimously to approve his nomination as a member of the Commission.

- Proposed Storrs Downtown: Restroom Facilities: T. Quinn is seeking a motion to empower him to speak to the Downtown Partnership to ensure that restrooms will be fully accessible to seniors and people with disabilities. K. Grunwald will invite Cynthia VanZelm to attend the November meeting to discuss this and other issues related to the proposed downtown.

- “Other”: T. Quinn asked members to list all organizations that they belong to to use this as a mailing list for information related to seniors.

VIII. Adjournment

Meeting adjourned at 3:10 PM

Next meeting: *Tuesday, November 13, 2007* at 2:30 pm at the Senior Center

Respectfully submitted,

Kevin Grunwald



**TOWN OF MANSFIELD/MANSFIELD PUBLIC SCHOOLS
SCHOOL BUILDING COMMITTEE
Wednesday, September 19, 2007
Audrey P. Beck Municipal Building
Conference Room B**

MINUTES

Present: Bill Simpson, Chair, Anne Rash, Elizabeth Paterson, Mark Boyer, Gordon Schimmel, William Hammon, Matt Hart, Anne Willenborg

Absent: Jeff Smith,

Staff: Fred Baruzzi, Jeff Cryan

Guest: Rick Lawrence, Lawrence Associates, Mike Callahan, Fuss & O'Neill

1. Call to Order/Roll Call

Mr. Simpson called the meeting to order at 5:03 p.m.

2. Meeting Minutes

The minutes of August 22, 2007 were moved, seconded and approved unanimously with one correction. Mark Boyer was not at the August 22nd meeting.

3. Opportunity for the public to address the Committee

No one came forward.

4. Report from Fuel Conversion Project Subcommittee

Mr. Callahan reported that he and Joe Marcucio have gone through the preliminary analysis and evaluated four significant options or choices to make relative to the middle school heating replacement.

First option is a #2 fuel included as a sub-option is a 20% bio-diesel. Installation and cost-savings standpoints, the diesel and the bio-diesel will have about the same performance. Looked at using natural gas as a straight heating application only. Also looked at using natural gas as a co-gen where natural gas is used to heat the building

and waste heat is used to generate electricity. Fourth option is a geothermal system where would sink wells into the site and use the heat pump to take advantage of the constant temperature in the ground and use that to heat the building.

An analysis was done of the baseline (#2 fossil fuel), then look at the difference and the relative savings. Will finalize in approximately two weeks the advantages and disadvantages of each approach and will provide data that supports the economic benefits of each approach.

In summary, baseline still is at the lower cost of approximately \$3.5 million, natural gas option after discussions with the gas company is about \$250 to \$300,000 more. The co-gen option has a higher annual savings but cost is almost \$1 million more. Annual savings between baseline and co-gen is about \$30,000 more.

The geothermal has the potential for the highest annual savings but would need approximately 150 wells on that site.

Mr. Simpson inquired as to if the initial investment cost was figured in as well as the operating cost and how long a period is the depreciation for the initial investment. Mr. Callahan replied that depreciation costs were not looked in the analysis. Simple payback cost along with maintenance and operating costs as well the energy costs were involved.

5. Scope of Work by Rick Lawrence

Mr. Lawrence reported that visits to the schools were continuing viewing the mechanical and electrical traits. More work has also been on the actual floor plans. There were room changes from the plans acquired from Bill and/or when he did his walk-thru over the summer. Square footage of every room will be added to the plans.

Two programming meetings have been held at Goodwin and the Middle School. Lots of repetition on suggestions and questions, Annie Vinton and Southeast will be done the first week in October.

Linda Robinson, Head Librarian, suggested that a meeting be held with the three Library IA's, the three principals and possibly Gordon or Fred to discuss consistency among the three schools.

The Community Workshops have been scheduled starting with October 18th to be held in the Mansfield Middle School Cafeteria from 7 p.m. to 9 p.m.

October 9th will be an informational meeting to the Town Council for the Fuel Conversion Project with a vote to be done on October 22nd.

Mr. Callahan gave a quick summary of his findings pertaining to the electrical and mechanical building walk-thrus.

6. Other

Mr. Hart reminded members that the School Building Committee would endorse the recommendation for the Fuel Conversion Project. The next School Building Committee meeting will be Wednesday, October 3rd at 5:00 p.m.

7. Adjournment

Mr. Schimmel adjourned the meeting at 6:05 p.m.

Respectfully submitted,

L. Patenaude
Capital Projects and Personnel Assistant

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Item #9

For immediate release
Contact: Kevin Maloney
(203) 498-3025

Post local elections, new CCM officers and board members appointed

At its November meeting immediately following the municipal elections, the Board of Directors of the Connecticut Conference of Municipalities (CCM) appointed new officers and four new board members to fill the posts of municipal leaders on the board who were leaving office.

Here are the new CCM officers:

Elizabeth C. Paterson, Mayor of Mansfield, was appointed President. She had been First Vice-President since June. She is an incorporator and member of the executive board of the Mansfield Downtown Partnership and is chairman of the Mansfield Emergency Management Committee. She is co-chairman of the Mansfield's University/Town Relations Committee and serves on the presidential search committee for the University of Connecticut.

Paterson has been active in both CCM and the National League of Cities (NLC). She is chairperson of the CCM Task Force on Early Childhood Development and CCM's Legislative Subcommittee on Education. She is also a member of the CCM Task Force on Children, Youth and Families. Nationally, Paterson was just elected to the NLC Board of Directors and is chairperson of the University & College Community Caucus Steering Committee of NLC.

Timothy C. Griswold, First Selectman of Old Lyme, was appointed First Vice-President. Since June, he had been CCM Second Vice-President. Before becoming first selectman, Griswold was an 18-year member and then chairman of the Old Lyme Board of Finance. He is a member of the Lyme/Old Lyme Chamber of Commerce and the Lyme/Old Lyme Lions Club, and serves on the board of trustees of the Florence Griswold Museum.

He previously served in several senior positions during a 25-year career in banking. He was a vice president for Citizen's Bank, first vice president of Advest Bank, assistant vice president of United Bank and Trust, and assistant treasurer of Hartford National Bank. Griswold served as a Lieutenant in the U.S. Navy.

Martin Berliner, City Manager of New London, was appointed Second-Vice President. Since June, he had been CCM Treasurer. Berliner previously served on the CCM board as town manager of Mansfield, where he served for 27 years.

Berliner has been an active member of CCM's Legislative Committee for many years; and serves on the Board of Directors of CIRMA, CCM's risk management and insurance services arm.

He is a member of the International City/County Management Association and is a past president of the Connecticut Town City Management Association. Berliner also serves on the board of Ledge Light Health District.

He also served on the Governor's 2002 Blue Ribbon Commission on Property Tax Burdens and Smart Growth Incentives. Berliner started his career with the City of Hartford, where he served as management and budget director and acting deputy director of the comprehensive manpower program

Michael Stupinski, First Selectman of Ellington, was appointed Treasurer. Since June, he had served as CCM Secretary. He has previously served on the CCM board as Second Vice-President and Treasurer.

Stupinski has served as vice chairman of CCM's Smart Growth Task Force, and is a member of the board of directors of CIRMA, CCM's risk management and insurance services program.

Before becoming first selectman, Stupinski was a member of Ellington's Board of Finance and Cultural Arts Commission. He also served on the School Facilities Task Force and Computer Study Committee. He was previously employed as an engineer and program manager with Hamilton Standard.

Melody Currey, Mayor of East Hartford was appointed Secretary. She has served on the CCM Board since 2006. Before her election as mayor, Currey served for 12 years as the state representative from the 10th Assembly District.

As a state legislator, she was deputy speaker of the House of Representatives; deputy majority leader of the House of Representatives; ranking member of the Regulations Review Committee; and a member of the Appropriations Committee and Education Committee.

Currey serves on the executive boards of the Capital Region Council of Governments (CRCOG) and Riverfront Recapture. She is co-chairman of the East Hartford School Readiness Council and ex-officio member of ChildPlan, Inc.

Here are the newly appointed members of the CCM Board of Directors:

William Finch, Mayor of Bridgeport. Before his election as mayor, Finch served seven years as a state senator from the 22nd Assembly District.

As a state legislator, he most recently served as Assistant President Pro Tempore, Senate Chairman of the Environment Committee, and Senate Vice Chairman of the Transportation Committee. Prior to becoming a State Senator Finch served as a Bridgeport City Council member for nine and a half years.

Finch recently worked as Director of Regional Growth and Membership for the Bridgeport Regional Business Council (BRBC). He has also served as member of the Grow Bridgeport Fund, and the Connecticut Zoological Society

Sebastian Giuliano, Mayor of Middletown. Before his election as mayor, Giuliano was a partner in the law firm of Giuliano and Scalora in Middletown; and he earlier practiced law in his own firm. He has also served as a hearing officer for the CT Commission on Human Rights and Opportunities.

Giuliano has served as Vice President of the Kiwanis Club of Middletown; is a member of the Middletown Chamber of Commerce; and a past Vice President of the Easter Seals Rehabilitation Center of Central CT.

Ryan Bingham, Mayor of Torrington. Re-elected to a second term, Bingham was first elected Mayor in November 2005 at 22 years old, making him the youngest mayor in the history of Connecticut to ever serve.

During his tenure, he has focused on reviving the downtown area, improving the city's public schools, and enhancing public safety. He attended Marist College and received a B.A. in Political Science.

Mary Glassman, First Selectwoman of Simsbury. Prior to her recent election as first selectman, Glassman served as Director of Legislative Affairs at CT Voices for Children, and Director of Voices' partner lobbying organization, Advocates for CT's Children and Youth.

Before joining CT Voices, she ran for Lt. Governor in 2006, was chief of staff for Lt. Governor Kevin Sullivan, and served as special counsel for the Senate Democrats prior to joining the Lt. Governor's Office. Glassman also served as legislative liaison in the state Office of Workforce Competitiveness and as legal counsel for House Speaker Moira Lyons.

Prior to her Capitol experience, Glassman served as First Selectman of Simsbury from 1991 to 1999 and was in private practice with the law firm of Pepe & Hazard in Hartford.

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Three women, three towns, a common thread

The three largest communities in the Windham area now have women at the helm.

In Mansfield, four-time mayor Betsy Paterson is reelected for her fifth term. In Coventry, Elizabeth Woolf is the new town council chairman, her election part of the Democratic sweep that renounced two years of Republican control.

And, in Windham, affable hard-working Jean de Smet will now be the town's first selectman, representing the Green Party, the bottom line slate and, no doubt, all of those people who for years have challenged the system with limited success.

Their elections put me in mind of the very real possibility a year from now that this country will have a female president.

Hillary Clinton has been criticized because she's either "too feminine" or "too masculine" by her enemies and opponents.

Frankly, neither label matters and hopefully, she doesn't have to waste any more time responding to them.

She is what she is and she's light years ahead of the polls.

Paterson, Woolf and de Smet have all functioned effectively in male-dominated jobs. They've proven themselves as competent, intelligent individuals.

Though gender-based struggles in the workplace are increasingly less public in our so-called enlightened age, the experiences of the three local women — in the board room of a major insurance company, perched atop a ladder next to live wires or poring over the finances of a major university — have helped toughen them for the political fray and made them fuller, better people as well.

Their experiences, as well as their gender, have also influenced their approach to their leadership roles.

"Women approach politics differently than men," said Paterson, who served four terms on the Coventry Town Council before moving to Mansfield.

"Because they are active as the head of the family — especially if their husbands have careers — they're more likely to build consensus among family members. They're more likely to bring people together, like they bring family members together. That's what makes women good leaders."

"Women, in general, do listen to others. They're more empathetic," said Woolf.

"I always try to put myself in the other person's shoes."

The eldest daughter of five children, Woolf described herself as "very much a take over person and I still am."

These days, she is studying the issues (as well as Robert's Rules of Order) and hopes, above everything, that she can make the council members more friendly to each other and to the public.

She also hopes people will cut her a little slack in the beginning. "I'll hold my end up," she said. (The family is also holding up its end. Woolf's daughter, Lisa Marko, was elected to the Willington Board of Finance as a cross-endorsed candidate.)

De Smet brings a collegial point of view to her new role and talks frequently of relying on others to make her first elected term go smoothly.

She knows there are factions and individuals who feel she is idealistic and question her leadership abilities but organization and reaching out to others have always made her effective



Terese
Karmel

and she's counting on this to continue.

Years ago, she learned that she could be an effective protester when she and a few friends showed up at a board of selectmen's meeting to successfully urge officials to rename what was then referred to as the "major parcel" to Jillson Square.

"I was astounded we could get them to change course and make things happen," she said. Is she anxious about moving from the outside in?

"At some point you get tired of chasing the bullet after it leaves the gun," she said. So the bottom line is that she's calm about the newness of it all.

"I am so sure I'm going to have so many people helping me, that no, I'm not nervous," she said this week as we talked in a Main Street coffee shop. Everyone who walked in had a smile and a kind word for her. "That's how I work. It's always been when you need a hand with something, people are there."

She learned the importance of relying on others this past summer when she spent a week at the Yale University Candidates School (a week in July that forced her to miss her beloved Third Thursday Street Fest).

Lives spent in preparation for political leadership

There she learned that if she was ever going to be successful at winning the town's top position, she needed a campaign staff.

That she couldn't do it all by herself. It's a lesson that some superwomen have to learn as well: that managing a family, a career and, in de Smet's case, an active political life, takes delegation.

"The school also gave me an extra degree of confidence," de Smet said.

"I always made all of the decisions. This time I had a team to work with. I'd always been running alone."

De Smet also said she hopes to be open-minded and less authoritative than the traditional way business is handled.

Some officials may say "I have to have you do this" but in her lexicon the "I" will become first person plural.

She knows she owes a lot to men — after all it was a kind electrician at Hartford Hospital, where she was an apprentice, who took her under his wing and showed her how to do the job more than 25 years ago.

Since then, the 52-year-old New Jersey native has become an expert at what she does (her partner of 30 years, Bob Hackenmack, is also an electrician).

"It's been very good. People are very respectful," she said, although originally the challenge was "can a woman carry a 6-foot ladder?" (Yes.)

Woolf's ladder was the corporate ladder up the ranks of the Hartford Financial Services Corp. (the Hartford Group until 1997) where she was vice president in charge of training, development and leadership in the property and casualty division until she retired four years ago.

"I think women, especially in my generation, were raised to listen to authority. But I was raised to believe that I could be anything," the 68-year-old Democrat said.

She also learned early on how to navigate landmines.

If a man swore during a high-level meeting in the boardroom, "he'd turn to me and apolo-

gize. I'd say 'forget it.' I guess I was a bit of a trailblazer."

So was Paterson, 66, the University of Connecticut bursar — where unlike politics, the buck does stop there — until her retirement several years ago.

"It is traditionally a male job. The two prior to me were men and the one who followed me was a man," she said.

Paterson comes from a strong New Hampshire Republican family.

Her mother was chairman of the women's GOP in that state ("she was ahead of her time but she didn't realize it was anything out of the ordinary") and her father served two terms in the state legislature.

"Part of my upbringing was activism," she said.

At the risk of being trite, if you look up the word "activism" in your dictionary, Paterson's face would appear. She was just elected president of the Connecticut Conference of Municipalities, is chairman of the university community committee of the National League of Cities (that took her to New Orleans last week for a meeting), was on the search committee that hired new UConn President Michael J. Hogan and is a member of countless town agencies and commissions.

"I was a single parent raising three kids. It was a balancing act and it teaches you to be a multi-tasker which I am," she said. "I guess I've always had a lot on my plate."

Nine years ago, however, that plate was empty when Jerry Brooks, her partner of 10 years, was killed in a car accident when the two were driving through Bolton.

Paterson was shaken up but has some memory of the tragedy.

"I remember saying 'Jerry, talk to me, talk to me,'" she said.

In the ambulance, she asked an attendant where he was. "He said 'Don't worry about Jerry ... He's in good hands,'" she recalled, repeating her often-expressed gratitude for the kind way his death was handled at that moment.

"When I agreed to be mayor, it filled a huge void in my life," she said.

So out of a void came fullness and Mansfield and all of the future female leaders of the community, who have their eyes on Paterson, are the richer for it.

In a way, Paterson is the most fortunate of the trio of leaders.

Mansfield is a town of polite society. Public disagreements are rare. The town is run by professionals who seem to keep their personal biases out of their work.

So Betsy Paterson doesn't have to worry about civility.

But in Windham and Coventry, believe it or not, these are issues.

"We're going to disagree but we don't have to be disagreeable," said Woolf about the new town council — an illusion to the acrimony and disrespect for residents that many think did the old council in on Nov. 6.

One of the things she admires about Hillary Clinton, in that ultimate arena of incivility, is her confidence and "her ability to withstand frontal attacks."

De Smet, who thinks about being mayor when the charter changes take effect in two years, will begin at the beginning. Literally.

"I'm going to expect town hall employees to smile when people walk in, help them and not shuffle them from department to department," she said.

"I'll be there at 8 a.m. and I'm going to be pleasant. And I'll do my homework. I don't go anywhere without my feet under me."

Karmel is features editor of the Chronicle.

PAGE
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Best In Their Class

Mansfield Middle School Honored As Connecticut Middle School Of The Year

BY KATE KING
STAFF WRITER

Mansfield Middle School has been selected as the 2007-2008 Middle School of the Year by the Connecticut Association of Schools (CAS), an award many attribute largely to high levels of student enthusiasm and involvement by the local community.

"[The award is] a huge motivator," said Jeffrey L. Cryan, the principal at Mansfield Middle School. "It's great to be able to celebrate what you do."

Community support is a critical aspect of the school and something that impressed the award selection committee. Between parents, the mayor and members of the Board of Trustees, "the level of community support [for Mansfield Middle School] got a lot of attention from the visiting committee," Cryan said.

"The best indication of [community] support is the fact that in the 16 years that

I've been here there has not been a budget referendum," Cryan said. "We're able to have the number of programs we have at the school really because of that budget support."

Student enthusiasm for their school and respect for each other is an aspect of Mansfield Middle School that stands out to Shelly DeSisto, a 7th-semester secondary English education major who works as a student teacher at the school through UConn's Neag School of Education.

Towards the beginning of the year, DeSisto, who is spending this semester observing a 7th-grade classroom, observed an exercise in which students were instructed to write 50 words dedicated to Mansfield Middle School. According to DeSisto, most students were extremely enthusiastic about their school.

DeSisto was also impressed by the lack

please see MANSFIELD, PAGE 3

Mansfield Middle School Is Best In Connecticut

CONTINUED
FROM PAGE 1

of cliques and social barriers between students, which she said are commonplace at most middle schools.

"I've never seen one student make fun of another student and I think that's probably a product of the school system," DeSisto said.

The high level of community involvement, particularly from parents, has a positive impact on students at Mansfield Middle School according to Ryan Matthews, a 5th-semester history and political science major and the assistant program director for the Mansfield Middle School tutoring program, which operates through the UConn office of Community Outreach.

"Across the board the kids are really amazing," Matthews said. "This is partially because of the community they come from. Mansfield is a great community to grow up in and has a lot of really involved parents."

Mansfield Middle School was selected for the award from a pool of 150 eligible Connecticut middle schools, according to a media release from CAS. The process for selecting the Middle School of the Year included evaluations of the school's curriculum, instructional practices, school climate and safety, community involvement and student success.

Although 150 schools in Connecticut are part of CAS and are eligible to apply for the award, "because the criteria is rather stringent, certainly not all of them are going to apply ... we only get the cream of the crop that applies," said Earle G. Bidwell, assistant executive director of CAS and a member of this year's award selection committee.

The Middle School of the Year award has been awarded annually since the 1992-1993 academic year, according to Bidwell. It is the first time Mansfield Middle School has applied for the accolade, Cryan said.

The evaluation committee was

comprised of "three principals, two veteran teachers and the CAS assistant director for middle level education," according to a press release.

The principals and teachers that served on the veteran committee are all "veteran educators that serve on a voluntary basis," Bidwell said.

In addition to reading and reviewing the school's application for the award, the committee spent a half day at Mansfield Middle School, observing and interviewing students, faculty and parents, according to Cryan.

Mansfield Middle School is a school of about 600 students in grades five through eight with 60 teachers and 40 support staff, according to Cryan.

The school is in the top tier academically, scoring in most cases at least 10 percentage points above Connecticut state averages in all grades for reading, writing and mathematics on the Connecticut Mastery Test, according to a the 2005-2006 Strategic School Profile provided by Mansfield Middle School.

The school's strong curriculum was something that stood out to the selection committee. Bidwell cited the school's programs for gifted as well as struggling students as an impressive aspect about the school.

"They are concerned about all of their students - that all of their students succeed," Bidwell said.

Another factor contributing to the success of the school is its faculty - three members of which have received the prestigious Milken Educator Award over the past 15 years.

"We have a tradition of really excellent teachers here," Cryan said.

Matthews, who tutors Mansfield Middle School students, agrees. The course curriculum is advanced and some of the material being taught is information Matthews said he didn't see until high school.

"The teachers want a lot for their students to achieve for a very high achievement,"

Matthews said.

Roxy Ryan, a 6th-grade student at Mansfield Middle School, is enthusiastic about her school and the teachers.

"I love all my teachers," Ryan said. "They make learning fun. They're not just boring you with a lecture."

Ryan added that she especially enjoys the time she spends helping out her teachers with classroom chores, such as dusting and cleaning tables, after school.

Cryan also cited the enrichment programs and after-school activities offered by Mansfield Middle School as an aspect of the school that he believes impressed the selection committee from CAS.

In an effort to increase understanding of other cultures and global awareness, Mansfield Middle School is involved in international partnerships with countries such as Thailand, China and Germany, according to Cryan.

In May of 2007, students from Bangkok, Thailand visited the school. This fall, 16 students from China and then 20 from Germany stayed with families in the community and attended Mansfield Middle School for two-week periods.

Mansfield Middle School's commitment to global awareness impressed the selection committee from CAS.

"They clearly are preparing their students to be citizens of the world and not just Connecticut or the United States," Bidwell said.

After-school activities are one of 7th-grader Marc Trotochaud's favorite aspects of attending Mansfield Middle School.

"[Middle school] is really nice because there's a lot of activities that you can get involved in like chorus," Trotochaud said.

Receiving the Middle School of the Year award is positive reinforcement for its programs and activities, according to Cryan, who said that Mansfield Middle School is a positive, happy place - and he hopes to keep it that way.

Contact Kate King at
Katherine.King@UConn.edu.

Spring Weekend Symposium Seeks Solution To Party Weekend Issues

BY BRITTANY DORN
SENIOR STAFF WRITER

Only 14 percent of seniors attend unsanctioned spring weekend events, according to a recent UConn survey. But UConn administrators won't settle. They are searching for ways to make this number even smaller, not just for seniors but for freshmen, sophomores and juniors as well.

The Spring Weekend Symposium on Prevention, held yesterday in the Student Union theater, brought together 33 administrators from 9 different universities to discuss the

best ways to reduce the crowds and ensure the safety of UConn students come spring weekend.

The event - which was the first of its kind - sought input and support from local universities for handling UConn's notorious party weekend.

"In the last four or five years we've been increasing prevention initiatives," said Tom Szigethy, director of Alcohol and Other Drug Services (AOD) at UConn. "This was the natural unfolding of where we needed to go next."

Szigethy said the natural response he hears in terms

of UConn's spring weekend is, "just shut it down." "They don't understand the dynamics of it," he said, noting that the event should be made safer, not cancelled.

Szigethy said the aim of the symposium was to instill in the different university representatives an understanding of UConn's spring weekend and an awareness of prevention issues.

The hope was that each participating university would send their dean of students and vice presi-

please see FORUM, PAGE 6

Forum Discusses Spring Weekend Plans

CONTINUED FROM PAGE 1

dent of student affairs, as well as their top official from three departments: AOD, judicial affairs and student activities.

Szigethy said many university officials can relate to UConn's spring weekend dilemma, having dealt with safety concerns around their respective spring weekend celebrations.

"Every campus has one," Szigethy said. "Ours just tends to be one of the larger ones."

For example, Connecticut College students celebrate "floralia," a festival-like version of spring weekend in which students bring couches onto the campus green, drink and listen to live bands.

"It's known in the area," said Connecticut College Dean Armando Bengochea. "The college's [administrators] mobilize to prevent the worst excesses ... as the dean of the college, I worry more than anyone."

At the University of Hartford, the "spring fling" is the annual springtime celebration.

"It's a weekend where students all come together and just have a good time," said Tiffanie Vo, the general manager of campus activities at Hartford.

Both Bengochea and Vo said their schools implement a variety of safety measures, such as increased student communication, more visible police presence and wristbands during their events.

The University of Hartford's wristband system will be new this year, with different color wristbands for underage students and guests.

Tuesday's symposium began with introductions by Szigethy and Vice President of Student Affairs John Saddlemire.

Saddlemire began by trying to convey the history of UConn's spring weekend to the assembled administrators.

"It's hard to really say when spring weekend in its form really began," he said. "It evolved ... each year, it seems to just grow a little bit more. As it expands, our ability and the students' ability to guide this lose control."

"Our event is in its mid to late twenties ... it's beginning to feel aches and pains; it's

beginning to feel a little of its age ... it's lost its youthful charm and exuberance."

For a while, UConn's administration was in denial of the dangers of spring weekend, simply trying to get by it each year, Saddlemire said. But in 1998, "it blew up on us." That year, things got out of control: cars were flipped and items were set on fire.

"It led to the annual 'let's show you what spring weekend is,'" said Saddlemire, referring to media footage that until very recently was still played on local television stations as a prelude to UConn's spring weekend.

Since then, the university has refocused its efforts and dealt with the issue in a variety of ways: partnering with the town of Mansfield, talking to students and making policies clearer, according to Saddlemire.

"[We're] keeping the lid on a potentially volatile event," he said near the close of his introduction. "We've treated it but we don't have a cure."

Szigethy spoke next, explaining UConn's spring weekend to the crowd. He named sanctioned events such as oozeball and the concert and contrasted them with unsanctioned events: parties at Carriage House, Celeron and X-Lot.

He called UConn "the Mecca for the alcohol party at the end of the year," and expressed concern that "crashers" from off campus make the situation dangerous. He said most students aren't aware of the fact that gangs sometimes send initiates to UConn's spring weekend, making the party scene that much more dangerous.

He also shared results from an AOD study on students' feelings toward spring weekend. The study found that 86 percent of freshmen attend spring weekend, a percentage which dwindles as the student gets older. Only 14 percent of seniors attend spring weekend.

Ninety-three percent of students say they attend spring weekend as a way to spend time with friends, while 75 percent say they see it as an opportunity to drink, according to the study.

Szigethy also spoke about positive trends in students' attitudes during the weekend.

He said in the past, the administrator-student relationship was "us vs. them." Things have changed in recent years, however, with students parting the way for police officers and EMTs when they enter a crowd.

"That is a huge cultural shift," he said. "Students watching out for each other ... it's the beginning of a turn."

According to the AOD study, nearly one third of students want safer spring weekend activities and over half want more non-alcohol related events.

"We're never going to out-program spring weekend and we know that," Szigethy said. But he emphasized the need for activities that allow students to celebrate without alcohol.

After the introduction, officials were divided into smaller discussion groups and asked to answer the question: Given that UConn's spring weekend affects Connecticut's entire college population, what can be done locally to reinforce the efforts being put forth in the Storrs community?

Some ideas discussed were charging off-campus guests for their wristbands, challenging students to make a choice about where university money is being spent (currently, a lot is spent on risk reduction strategies) and collaborating in bringing "big-name talent" for spring concerts to lessen costs.

Also, the idea was proposed to coordinate most or all of the spring weekend celebrations to occur on the same weekend so that students can only attend one.

"I thought the symposium went great," Szigethy said. "We hit our goal ... which was really to spread the message about all the provisions that have been done, and that [spring weekend] is a statewide issue."

"When I'm at different events statewide and the issue of spring weekend comes up people say, 'that's a UConn problem.' It's not just a UConn problem. You look at the attendees - they come from across the state, the nation. How is that just one university's problem?" asked Szigethy.

Contact Brittany Dorn at
Brittany.Dorn@UConn.edu.

2007 Home Energy Solutions Program

Customer Interest Form

The objective of the Connecticut Energy Efficiency Fund's Home Energy Solutions (HES) Program, administered by CL&P, is to reduce customers' total energy use through a comprehensive treatment of residential dwellings. HES will provide a complete energy assessment of your home, including heavy emphasis on HVAC systems, lighting, building shell measures, and early replacement of old, and inefficient appliances including HVAC systems.

Because there is a potential of oversubscription and high customer participation, CL&P reserves the right to restrict marketing to homes that could benefit the most. This program is free for electric utility and natural gas utility customers. All other customers require a \$100 co-pay (subject to change based on program funding). **FILLING OUT THIS FORM DOES NOT AUTOMATICALLY QUALIFY YOU FOR THE HES PROGRAM.** If your home is selected you will be notified via letter or telephone to participate in the HES Program. An authorized adult must be present during the assessment and provide access to the premises. Please fill out the following, based on what is ***CURRENTLY*** in your home.

CUSTOMER INFORMATION

(PLEASE PRINT) First Name		Last Name	
Address			
City	State	Zip	Telephone Number () -

INFORMATION

Type of Home <input type="checkbox"/> Single Family <input type="checkbox"/> Condo <input type="checkbox"/> Duplex		Average Monthly Utility Bill Electric \$ Gas \$	
Age of Home Years	Square Footage of Home Sq Ft	Central Air Conditioning <input type="checkbox"/> Yes <input type="checkbox"/> No	Age of Central A/C Years
Duct Work Exposed Attic <input type="checkbox"/> Yes <input type="checkbox"/> No Basement <input type="checkbox"/> Yes <input type="checkbox"/> No	Heat Type <input type="checkbox"/> Forced Hot Air <input type="checkbox"/> Electric <input type="checkbox"/> Hot Water Baseboard <input type="checkbox"/> Other	Fuel Type <input type="checkbox"/> Gas <input type="checkbox"/> Oil <input type="checkbox"/> Electric <input type="checkbox"/> Propane	Hot Water Type <input type="checkbox"/> Gas <input type="checkbox"/> Oil <input type="checkbox"/> Electric <input type="checkbox"/> Propane
Wall Insulation <input type="checkbox"/> Yes <input type="checkbox"/> No	Attic Floor Insulation <input type="checkbox"/> Yes <input type="checkbox"/> No	Basement Ceiling Insulation <input type="checkbox"/> Yes <input type="checkbox"/> No	
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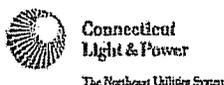
Please Tell Us the Number and Age of ALL Appliances That Are Currently in Your Home.

	Number	Age		Number	Age
Refrigerator			Dehumidifier		
Dish Washer			Room A/C		
Washing Machine			Freezer		

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Date: / /2007

Mail completed form to: Craig Clark, C&LM Department, Connecticut Light & Power, 66 Curtis Street, New Britain, CT 06052



Connecticut's Energy Efficiency Fund Programs are funded by the Conservation Charge on customer bills.



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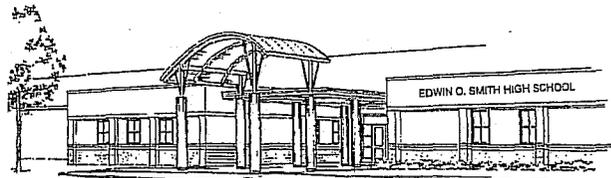
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Item #14

REGIONAL SCHOOL DISTRICT #19

Office of the Superintendent

Memo



To: Ralph Fletcher, Selectman, Town of Ashford
 ✓ Matt Hart, Town Manager, Town of Mansfield
 Michael Eldridge, Selectman, Town of Willington

From: Bruce W. Silva, Superintendent, Regional School District #19

Date: November 14, 2007

Subject: District/Municipal Budget Information Sharing Meeting

This memo is to confirm the budget information sharing meeting to be held on Thursday, December 6, 2007 in the Library Media Center at 7:00 p.m. The purpose of the meeting is to again provide an opportunity for an informal discussion regarding district and municipal budget priorities, constraints and possible legislative actions.

The feedback that we received from everyone at last year's meeting has lead us to believe the discussions were helpful. As in the past we will invite district legislators to attend this meeting. If there are others you would like to invite, please feel free to do so.

Please do not hesitate to contact me if you have any questions.

We look forward to seeing you!

BWS/lcb

att.

c: Jeffrey Smith, Mansfield Director of Finance

REGIONAL SCHOOL DISTRICT #19
BOARD OF EDUCATION

District/Management Budget Sharing Information Meeting
Thursday, December 6, 2007
E.O. Smith High School Library Media Center
1235 Storrs Road
Storrs

7:00 P.M.

AGENDA

1. Introduction of Participants
2. Discussion of District/Municipal Priorities and Constraints
For the 2008-2009 Budget Year
3. Discussion of Legislative Issues with State Representatives
4. Other Issues



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

Item #15

Office of Environmental Policy

Richard A. Miller
Director

November 9, 2007

Maurice and Ellen Moriarty
1289 Stafford Road
Mansfield, CT 06268

Re: University of Connecticut - Proposed Compost Facility

Dear Mr. and Mrs. Moriarty:

You are invited to attend an informational meeting for neighbors who live closest to the site of a proposed UConn compost facility off of Old Colony Road. This meeting is set for Thursday, December 6, from 7 - 9 p.m., in the 1st floor conference room of the White Building, 179 Middle Turnpike. (This is the larger of the two white buildings facing Rte. 44. From the intersection of Routes 32 & 44 take a left at the first light, across from the Depot Campus, and park in the gravel lot). At this meeting, design professionals, UConn environmental and farm services staff, and faculty composting experts, will present information about the proposed facility and answer your questions.

In August of this year, UConn's Board of Trustees approved funding to design and build this facility. A University task force had previously reviewed many UConn-owned undeveloped sites and selected this five-acre parcel of land adjacent to Old Colony Road near Spring Manor Farm. For a copy of the Compost Facility Task Force report, contact UConn at 486-9295 or view the full report on-line:

<http://www.ecohusky.uconn.edu/documents/CompostFacilityTFreportFINALMay2006.pdf>

The facility would be used by the University to compost leaves collected from campus grounds along with manure and animal bedding periodically removed from UConn's dairy barn and other facilities maintained by our College of Agriculture and Natural Resources. The finished compost will be used primarily as a fertilizer or mulch on UConn farmland and landscaped gardens. The plans are to construct a 10,000 square foot (100' x 100') hoop barn on a concrete pad, typical for these kinds of agricultural facilities.

Details on the scope of the project are as follows.

1. 10,000 SF hoop barn compost facility.
2. Adjacent 10,000 SF outdoor pad for temporarily storing finished compost.
3. Utility extension and connections – water and electricity
4. Entry from Old Colony Road and driveway to the facility

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Facsimile: (860) 486-5177

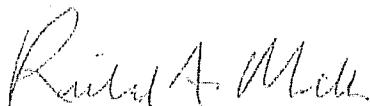
e-mail: rich.miller@uconn.edu

web: www.ecohusky.uconn.edu

Please be advised that, in mid-November, University contractors will conduct standard pre-construction soil sampling on the five-acre proposed site. We anticipate that the contractor will use a drill rig to conduct this sampling for a one-day period during November 14th - 16th. The contractor will access the site from Old Colony Road, which is owned and maintained by the University. We apologize for any inconvenience but do not expect this sampling activity to impact your property.

Please feel free to contact me or project coordinator, Paul Ferri, at 486-9295 if you have any questions.

Sincerely,



Richard A. Miller

Cc: Matthew Hart, Mansfield Town Manager
Maria Capriola, Mansfield Assistant to Town Manager
Christopher Clark, UConn Plant Science
Mary Kegler, UConn Farm Services
George Kraus, UConn AES
Tom Morris, UConn Plant Science

Fall fest spook-tacular success

The fourth annual Festival on the Green Sept. 16 drew thousands of people to the future site of Storrs Center in Mansfield. The University of Connecticut marching band started the day on the right note as it led the Bikes, Tykes and Trikes Parade down Storrs Road to the festival grounds. The parade participants were then treated to an energetic performance by a local favorite, Kidsville Kuckoo Revue.

Winding Brook Turf Farm generously donated sod for a "green" around which festival-goers gathered to listen to music from Aztec Two-Step as they sampled treats prepared by local food vendors. In addition to the standard American fare of hotdogs, hamburgers and ice cream, vendors offered an array of Italian, Indian and Mediterranean foods. A smaller green in the children's area played host to bocce and a sidewalk-drawing contest. More than 20 people entered the contest, with Isaac Bell winning first place, Maria Mandoiu second place and Patrick Devine third place.

Other contests open to the public included an apple pie baking contest, a pie eating contest, and a pumpkin carving/decorating contest. Mayor Betsy Paterson, Town Manager Matt Hart, and Mansfield Downtown Partnership Board member Barry Feldman were the lucky ones to judge the many apple pies entered in this year's contest. While they professed to enjoy all of the pies, awards were given to Patricia Bernschle for first place, Sharry Goldman for second place and Carol Marshall for third place. Following the contest, the bakers were able to take their pies home for their family and friends to enjoy.



Chloe Chibeau won first prize in the pumpkin-decorating contest at the Mansfield Festival on the Green with this Cinderella-themed pumpkin.

The pie eating contest proved popular — and messy — once again. Contestants were divided into two heats; Lazarus Pittman was the winner of the 15 and over group. Calvin Knecht and John Nollet tied in the 10-15 group. The contest delighted the crowd that formed around the tables in front of the stage as the blueberry-smearing eaters tried to clear their plates the fastest.

The pumpkin carving/decorating contest was new to the festival this year and was made possible by a generous donation from Pumpkin Paul, who provided 20 pumpkins for the event. There were many wonderful entries, including a Cinderella-themed pumpkin by Chloe Chibeau that won best decorated and a beau-

tifully carved cat by the Paulhus family that won best carved. Kimberly Lowe and Abigail Donaghy earned second place for carved and decorated, respectively.

The arts were featured prominently at the festival, with a display of artwork by E.O. Smith High School students, puppet shows by John Bell, the new director of the Ballard Puppetry Museum, and a cutout of Rodin's "The Thinker" at the Benton Museum's booth. For the second year, a juried art show displayed local artists' talents. This year's show included batik prints, turned wood sculptures, oils and collages. Shirlee Sheathelm, a former teacher at Mansfield Middle School, Judith Thorpe, head of the Art and Art History Department at UConn, and Steve Kern, director of the Benton Museum, reviewed the works and awarded the following prizes: Best in Show: Michael Allison, Storrs; First Place: Veronica Ferriss, Storrs; Second Place: Maggie Kendis, Lebanon; and Third Place: Barbara Timberman, Coventry.

The Mohegan Sun All-Stars capped the day with a rousing performance that had the crowd on its feet. Residents of all ages were treated to favorites such as "Take Me to the River" and "With a Little Help from My Friends." Toward the end of the performance, David Foster, frontman of the band, invited local musicians in the crowd up on stage for the final set of tunes. Members of Aztec Two-Step and Kidsville Kuckoo Revue joined in as the crowd sang along too.

The festival would not be possible without the many volunteers who turn out each year to help with everything from setting up tents to escorting the parade to sorting through recyclables. The Mansfield Downtown Partnership would like to thank all the volunteers for their hard work in creating such a successful event. Others deserving of thanks include the generous sponsors and the participating vendors who provide residents with the activities, contests, and food that make the day truly special. If you are interested in volunteering, sponsoring, or participating in next year's festival or the Winter Fun Day coming in February, call the Mansfield Downtown Partnership at 429-2740 or e-mail mdp@mansfieldct.org.



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Item #17



Michael Hogan, shown here accepting his presidency in August, was formally welcomed by the Mansfield community Friday evening at the Mansfield Community Center.

Mansfield Meets The Hogans

by Timothy Bleasdale

Posted: 11/5/07

Friday evening the new UConn President, Michael Hogan, and his wife, Virginia, were welcomed to the area by Mansfield residents in a reception held at the Mansfield Community Center. The event was hosted by Mansfield mayor Elizabeth Paterson, and town manager Matt Hart.

"I think this is the first time a UConn president has had a conference off-campus to meet and greet the Mansfield community," Paterson said.

During her opening address, Paterson told residents that she thought "Mike" was "the right person for the job."

"We've been impressed with how [president Hogan] has opened [himself] to the community already," Hart said. "I'm confident that under Michael's leadership [town-university] relations will make great strides."

Throughout the welcoming ceremony, Paterson repeatedly assured the Hogans and a full audience that "Mike" was the best fit out of all the candidates that the presidential search committee, which she was a part of, considered for the post.

"Believe me when I say how much confidence the [search committee] has in [president Hogan]," Paterson said. "The committee was unanimous in its decision. To have everyone in agreement about one person is great. It doesn't happen often in Mansfield and may never happen again."

Following the welcoming by Paterson and Hart, Hogan addressed the residents telling them how much he has already come to "appreciate the sheer beauty of the community" from his morning walks.

"I plan to stay actively engaged as we [UConn and Mansfield] work together," Hogan said. "If UConn is going to attract the best faculty and students, we'll need a great college town."

Hogan went on to pledge his commitment to helping Mansfield and UConn grow responsibly together.

"If you look at universities with great college towns, the town benefits from the relationship too," Hogan said. "Good university towns attract entrepreneurs hoping to benefit from the research done in the university laboratories."

When asked about how any negative feelings Mansfield residents have towards the university might be eased by the change over from the Austin administration to the Hogan administration, Paterson said she had nothing but good things to say about former president Austin.

"I don't see the changeover as different, not better or worse," Paterson said. "They are different presidents for different times."

erson explained that Austin was the president to get the UCONN2000 program underway and successful. Hogan says is interested in fostering greater student involvement in the community.

udents these days come to the university with a history of volunteerism and we want to give them an opportunity to e back to the community," Hogan said. "That's what they want too - students want the opportunity to give back."

gan mentioned the idea of creating a service-learning project to allow students to receive course credit for community reach projects.

the conclusion of the formal welcoming, Hart and Paterson presented the Hogans with gifts from the town - a Town Mansfield vase and sweat shirts to "keep warm on morning walks as the weather starts to get colder."

ne outreach from the town [to the Hogans] has been wonderful," said Lisa Troyer, special assistant to the president. resident Hogan] takes very seriously the community he lives in. He plans to be very visible in the community."

is is the first time I've seen this kind of outreach from a university president," said Jeff Cryan, principle of Mansfield dle School. "We just won the Connecticut Middle School of the Year award and he [Hogan] sent a very nice letter gratulating us."

ntact Timothy Bleasdale at Timothy.Bleasdale@UConn.edu.

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Mansfield gives UConn president a warm welcome

By ZACHARY JANOWSKI
Chronicle Staff Writer

NOV 3-4 2007 The Chronicle

MANSFIELD — Residents welcomed University of Connecticut President Michael Hogan and his wife, Virginia, to town Friday.

At the reception at the Mansfield Community Center, Hogan took the chance to tell residents the kind of relationship they could expect between the university and the town.

"I'm just going to call you Betsy, because that's the kind of relationship we're going to have," he said to Mayor Elizabeth Paterson.

Hogan highlighted the \$165 million downtown partnership project as an example of that relationship.

Hogan said the downtown partnership "dovetails so perfectly" with the goals of the university, which can't just rely on academics to attract faculty and students.

"University towns that are destinations are also more likely to attract entrepreneurs," Hogan explained. He said new businesses bring in research grants for the university and tax revenue for the town.

Hogan said it was significant that decisions to support the partnership were "unanimous at every vote taken," including the town council, planning and zoning commission and the university board of trustees.

"Are you ready to partner with me to work to make Mansfield the best university town in the country," Paterson asked.

"You bet," Hogan responded, without hesitating.

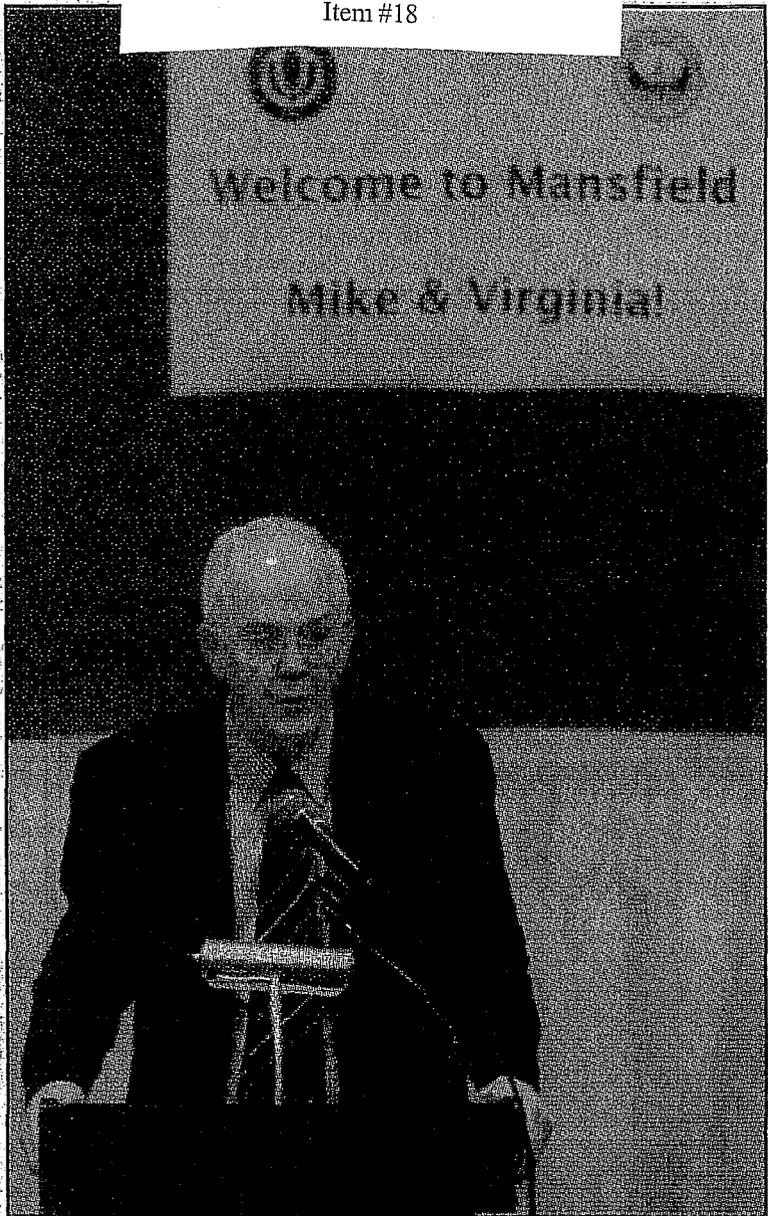
Ken Clark, a Mansfield resident and UConn employee who has never met Hogan, came for the opportunity to do so.

"Maybe the best comment is the fact that he is here," he said.

Marilyn Giolas, a 39-year Mansfield resident, said she has heard only great things about Hogan, but wonders how he keeps it up.

"I asked his wife when they get to sleep," she said.

(Mansfield, Page 6)



Roxanne Pandolfi
University of Connecticut President Michael Hogan speaks at the Mansfield Community Center on Friday. Hogan and his wife, Virginia, were officially welcomed to the town.

Mansfield welcomes Hogan

(Continued from Page 1)

Virginia Hogan said she loves Mansfield.

"You can get on any one of these great roads you have and get anywhere," she said, listing off several destinations including malls, scenic beauty, fine art, Boston and New York.

"I am so nervous about Rutgers," she said of today's football match-up between the UConn

football team and Rutgers.

She said her children graduated from Ohio State University, which meant they couldn't root for the University of Iowa, where Michael Hogan served as vice president and provost. Now, she said, they call her and say "we won," meaning UConn.

"They want UConn shirts," she said.

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Towns and universities benefit from bonding

(Continued from Page 1)

leaders of the General Assembly came to an agreement Monday night.

With more than \$1.3 billion allotted for UConn-related projects over the next eight years, \$250,000 for the creation of a new visitor's center at the Nathan Hale Homestead in Coventry, and more funds for community projects, the bonding packages will have significant impact locally.

The bonding package allocations are as follows:

- \$1.3 billion allotted for Phase III of the UConn 2000 building project; Phase III occurs from 2005 until 2015.

This project includes:

- \$305.4 million for UConn's Health Center in Farmington.

- \$200 million for library equipment, collections and telecommunication.

- \$90 million for residential life facilities.

- \$66.1 million for renovations of the Arjona and Monteith classroom buildings.

- \$42 million for renovation of the Torrey Life Sciences building.

- More funds allocated for regional campuses.

For all Connecticut State Universities (Eastern, Southern, Central, Western), the following allocations have been made:

- \$8 million for new and replacement instruction, research, laboratory and physical plant and administrative equipment.

- \$6.35 million for alterations, repairs, and improvements to auxiliary services and buildings.

- \$250,000 for a feasibility study for establishment of an education center in the city of Bridgeport.

- \$1.2 million for system telecommunication infrastructure upgrades, improves and expansions.

- \$100,000 for land and property acquisitions.

ECSU will receive the following:

- \$1.17 million for alterations, renovations and improvements to facilities, including energy conservation and code compliance improvements.

- \$3.5 million for development of a campus police station.

- \$2.7 million for softball field relocation.

- \$18.3 million for development of a new parking garage.

As a part of Phase I of the CSUS 2020 project for upkeep of the state university system, ECSU will receive:

- \$8.3 million for code compliance and infrastructure improvements.

- \$12 million for the fine arts instructional center.

- \$1.8 million for Phase II of the outdoor track.

- \$1.9 million for the athletic support building.

- \$2.3 million for a new warehouse.

The following funds have been allocated for other municipal and community purposes:

- \$2.95 million in grant-in-aid to the Quinnebaug Valley Emergency Communications Center for land acquisition and construction.

- \$650,000 in grant-in-aid to Windham for restoration of historic properties along Main Street in Willimantic.

- \$5 million in grant-in-aid to municipalities, regional school districts and regional education service centers for the purchase and installation of security infrastructure, including surveillance cameras, entry door buzzer systems, scan cards and panic alarms.

- \$3.5 million in grants-in-aid to public libraries that are not located in distressed municipalities, as defined in section 32-9p of the general statutes, for construction, renovations, expansions, energy conservation and handicapped accessibility.

- \$5 million in grants-in-aid to public libraries located in distressed municipalities, as defined in section 32-9p of the general statutes, for construction, renovations, expansions, energy conservation and handicapped accessibility.

- \$4.5 million in grants-in-aid for construction, alterations, repairs and improvements to residential facilities, group homes, shelters and permanent family residences, provided (A) \$1 million shall be made available for

development, including construction or acquisition of property in Middlesex County or Windham County for a residential facility, and (B) up to \$1 million shall be made available for improvements to, alterations and construction of, residential facilities at the Klingberg Family Center in New Britain.

- \$70,000 grant-in-aid to the Samuel Huntington Trust for the capital campaign to preserve the Samuel Huntington House in Scotland.

- \$100,000 in grant-in-aid to the Quinnebaug Shetucket Heritage Corridor, Inc., for planning the completion of the Airline Trail.

- \$814,500 (\$764,000) in grant-in-aid to the Windham Regional Community Council Inc., for (improvements to the Windham Recovery Center) the acquisition of and improvements to a central office building in Willimantic.

- \$350,000 in grant-in-aid to the town of Coventry for construction of a sand and salt shed.

- \$200,000 in grant-in-aid to the Northeast Connecticut Economic Alliance, for revolving a loan fund to provide financial assistance to small businesses.

- \$1 million in grant-in-aid to the Antiquarian & Landmarks Foundation for the Nathan Hale Museum and Family Homestead Development Plan in Coventry.

- Up to \$20 million, as needed, to be used by the Secretary of the Office of Policy Management for the purpose of providing parking facilities related to the University of Connecticut activities, provided up to \$10 million shall be made available for parking in the town of Mansfield, and up to \$10 million shall be made available for parking at Rentschler Field in East Hartford.

- Up to \$20 million for capital costs for the fiscal year ending June 30, 2008, for improving bus connectivity and service. Up to \$14 million shall be used to construct bus maintenance and storage facilities for the Windham and Torrington Regional Transit Districts.

- \$250,000 in grant-in-aid to the New London County 4H Foundation for renovations at the 4H Club in Franklin.

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cars parked on the side of the road cause drivers to be more cautious.

Study: Drivers More Cautious On Busy Roads

Research Shows Motorists Drive Slower On Streets With On-Street Parking

By: Aaron Lescroart

Posted: 10/17/07

When UConn civil engineering professor Norman Garrick and graduate student Wesley Marshall wrote a study two years ago about parking at mixed-use city centers, they had no idea that their research's popularity would prompt two more studies, multiple presentations and numerous consultations.

"I expected it to be one semester," said Marshall. "But it kept going, people are interested in this."

Recently they've published another study, this time dealing with on-street parking. This study was derived from two lines of research in the first study and expanded to include other UConn professors and students, according to Marshall. The study not only researched parking but also dealt with vehicle speed and traffic safety.

Garrick and Marshall examined over 250 Connecticut street sites, representing various street types based on speed limits, adjacent land use and whether there was on street parking. They found that cars drove slower on roads that had on-street parking and that those streets had a lower fatality and accident rate, according to Garrick.

Garrick and Marshall's findings were taken into account when designing the proposed Storrs Center to be built off of Route 195, according to Marshall.

Garrick worked with the project's master developer, Leyland Alliance, to plan a parking environment that would promote safety, be most effective and create a vibrant mixed-use city center.

The study was part of the planning and zoning commission for the Mansfield Downtown Partnership, a municipal development agency in charge of the development of Storrs Center on behalf of the town of Mansfield, according to Cynthia Van M, the partnership director.

Garrick and Marshall's first study was published in 2006 in the Transportation Research Record, a publication by the Transportation Research Board, an independent adviser to the federal government. Its purpose was to create a better understanding of parking, parking provisions and how they related to smaller cities and towns with mixed-use centers, according to the study's abstract.

The first study was Marshall's master's thesis and his primary reason for going to UConn for graduate school.

Garrick became interested in parking when he attended a conference in Washington five years ago and heard a guy confess his obsession with parking. Garrick said this at first puzzled him, but after thinking about it he realized how much of an impact parking has on transportation and decided to research it.

Throughout an average day, "each car requires five spaces," Garrick said, "be it for home, work, shopping, whatever. Parking plays a role in the character of places and how people use transportation."

Garrick went on to say that a car is parked 95 percent of the time, and it's something that people simply don't think about considering.

The study analyzed parking in six New England cities. Three of them; West Hartford Center, Northampton Mass. and Middlebury, Vt. were termed mixed-use, meaning they had more of a downtown and a good pedestrian environment. The other three; Avon Center, Glastonbury Center and Somerset Square in Glastonbury were termed conventional centers, meaning they did not have as solid of a downtown and had more and larger parking lots.

The study found that mixed-use centers had fewer parking spaces but used about the same amount of parking as the conventional parking. The mixed-use centers also had up to five times more people than the conventional center and they were more interested in talking to the researchers.

The popularity of the study was surprising to Garrick and Marshall, but they theorize that it is because they studied a city which has had little academic research done on it in the past.

Most municipal regulations are simply based upon what other towns have done or upon studies done on urban centers, which have different contexts and surroundings than small cities and towns, Garrick said.

Garrick hopes that his studies will inform policy and provide information as to why things work and why people are drawn to certain places and not others.

Garrick and Marshall are almost finished with a third study on the subject of parking. This one explores the factors that should be taken into consideration when determining how much parking a town should provide, according to Marshall. They hope to send it out for peer review soon.

Contact Aaron Lescroart at Aaron.Lescroart@uconn.edu.

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Consulting Firm Good Choice For Hogan

Our Opinion

Issue date: 10/15/07 Section: Commentary

The University of Connecticut Board of Trustees has agreed to pay \$177,000 to the consulting firm Katzenbach Partners LLC in order to ease President Hogan's transition to leading the university. This may seem like an exorbitant amount of money to spend to teach somebody how to prioritize every aspect of their job, but in the end Hogan will be able to efficiently manage the university in a shorter amount of time with the help of the firm.

Katzenbach will be paid a fee of \$150,000 and they were given an expense budget of \$27,000. The Board of Trustees had made the decision to hire a consulting firm even before Hogan was hired to succeed Philip Austin as UConn's president. In the summer they sent out a request for bids from consulting firms and received four submissions. Katzenbach was selected because of their experience and expertise, which includes similar transitions at other universities.

The main benefit to Hogan is that he will be able to learn much about the UConn community in a short amount of time, enabling him to, as Hogan would say, "to hit the ground running." Katzenbach helps by organizing interviews and conducting research on constituencies of the university. They then meet with Hogan and help him prioritize the issues facing the university. One issue they have highlighted is the Storrs Center project. The creation of a town center, which benefits both UConn and the surrounding community, is essential to the university's future. Another important topic on Hogan's agenda, as recommended by Katzenbach, is that he meet with students regularly and have a superior working knowledge of student issues. This visibility will be a vast improvement on an issue that was a strong criticism of the previous administration.

Though the amount of money spent on the consulting firm may seem mind-boggling to some, every dollar is a necessary expenditure in order to assure the smooth transition between administrations. It does no good to have a person with as much influence as Hogan to be wasting time learning the university's bureaucracy on his own. The research that Katzenbach has done will also ensure that Hogan spends his time on only the most pertinent issues. Students should feel reassured that Hogan will make more of an effort to stay in contact with them in order to adequately assess their needs. In the end, this will save the university money. Since time is money, the less time Hogan spends learning about UConn, the more money is saved in the long run.

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Item #22

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October 14, 2007

IN THE REGION | CONNECTICUT

Growing Pains at UConn

By LISA PREVOST

STORRS

OVER the past decade, the state has poured nearly \$1 billion into facilities at the University of Connecticut's main campus, a 3,996-acre mecca that sets this hamlet apart from otherwise rural Mansfield.

Helped along by champion basketball teams, the university's drawing power has risen: applications have more than doubled, and average SAT scores for incoming students are 79 points higher.

Among UConn's new selling points are Charter Oak and Hilltop, campus housing complexes that offer two- and four-bedroom air-conditioned apartments with furnished living rooms and kitchens with dishwashers. Though the apartments rent for roughly twice as much as dorm rooms, demand is so intense that the university has to hold lotteries.

That demand has focused attention on off-campus housing, most of which is at least 20 years old and has never been particularly varied or impressive.

The need for more and better housing is now greater than ever: Undergraduate enrollment has grown by about 4,000 since 1995, to 16,000; the number of beds on campus is closer to 12,000. The university does not intend to build more residences, said John R. Saddlemire, vice president for student affairs.

As the developers of a proposed 640-student apartment complex called Ponde Place are finding out, however, building off-campus housing in Storrs is a difficult proposition.

A history of large, disruptive parties at a complex called the Carriage House, situated near the proposed housing site, has soured residents on the notion of adding another.

Moreover, the town of Mansfield, relying only on septic and well systems, lacks the sewer and

water supply to service such high-density development. The university — which operates its own water and wastewater treatment systems, and services some state, municipal and commercial buildings in town — is the only potential supplier.

The 46-acre site where the Keystone Companies of Avon wants to build Ponde Place is designated as appropriate for high-density housing in the town's plan of conservation and development.

Each apartment in the complex would have two bedrooms and two baths, as well as a kitchen, washer and dryer, fully furnished living room and flat-screen television. The development would also include a small town-house community for as many as 34 graduate students and junior faculty members.

Comfortable apartment living is "the preferred housing option by an awful lot of college students," said Keystone's managing director, P. Anthony Giorgio. In his opinion, there is not enough of it at "a university whose reputation is growing in leaps and bounds."

Petitions opposing the complex have circulated among residents. Building more student housing would amount to "pouring gasoline on a fire," said Richard S. Cowles, a homeowner who lives within a quarter-mile of both the Carriage House and the Keystone site.

He and other residents are also questioning the university's decision last year to allow Ponde Place to tie into campus water and sewer services.

Though authorized to draw up to 3.1 million gallons a day from well fields adjacent to the Fenton and Willimantic Rivers, UConn has found that those supplies can run low during dry spells. Two years ago, it alarmed the community by pumping a section of the Fenton River dry.

A result was the creation of an advisory committee made up of town and university officials to oversee water and sewer use, and recommend action on requests for new connections.

The panel's decision-making process seems a bit "capricious," Mr. Cowles said, because it granted access to the new Keystone site but denied a water service request last year from the Carriage House. The state auditor's office has questioned the university in detail about the decision-making process for Keystone, but has not issued any report.

Mr. Giorgio acknowledged that some critics have suggested Keystone received special consideration because his partner in the company, Karl J. Krapek, a former president of the United Technologies Corporation, has been a generous contributor to the university.

He said there had been “no quid pro quo,” and pointed out that Mr. Krapek had made his gifts to the university long before Keystone was formed in 2002.

Two existing student apartment complexes — Celeron Square and Knollwood — have also received sewer and/or water connection approvals for planned expansions, according to Thomas Q. Callahan, the university’s associate vice president for administration and operations. All the approvals are subject to a number of conditions.

A recent study of the university’s water supply concluded that it had resources to handle the additional demand.

The study did recommend measures to reduce use, however, acknowledging the risk of shortages during dry spells. The university is already moving ahead with one proposal: cooling the turbines at the campus cogeneration plant with treated effluent from the wastewater facility, rather than potable water, could reduce demand by as much as 400,000 gallons per day, Mr. Callahan said.

University officials point out that a well-managed high-quality student apartment complex could ultimately benefit town residents by slowing another trend: the conversion of single-family homes into student apartments. Investors have bought up so many properties near campus, particularly along Hunting Lodge Road, that the town has put into effect a new housing code and inspection requirements.

Town residents have been more supportive of a much larger project that will essentially create a town center, which Storrs currently lacks.

Last year, acting on an advisory committee recommendation, the university approved water and sewer service for the \$165 million development, known as Storrs Center — which will have shops, restaurants, offices, and about 800 units of rental and sale housing aimed at empty nesters and faculty members.

The university is a partner in the project with the town and LeylandAlliance of Tuxedo, N.Y.

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town's major political parties and independent citizens, will look to bring an "element of cooperation" if elected in November's election.

He said the town needs to take leadership on the use and maintenance of public places, with a parks committee looking after the parks which he called "community gateways."

Leeds said Jillson Square either needs to be a park or developed as a senior center, library or both, and promised a more proactive board of selectmen rather than a "reactive" board.

communication from town hall, growing small businesses and not letting the general government budget increase.

Democratic Town Committee Chairman Dawn Niles said she supports events such as 3rd Thursday Street Fest and the Boom Box parade, but that those events have yet to bring in businesses. "They (the events) are not an economic development plan," she said.

Niles said she takes issue in regards to town hall communica-

when they thought they might not be nominated by their party.

Maine said he'd like to see members on the board of education retire so that the board could start over again. "We're spending too much and not getting a good product," he said.

Maine also said he believes Harry Carboni, the Republican candidate for first selectman, can get the job done and is the man with the "sharp pencil" to accomplish some of the goals on improving the town.

Wetlands OKs new center

By ZACHARY JANOWSKI
Chronicle Staff Writer

STORRS — The inland wetland agency unanimously approved a motion to license the Storrs Center project Monday.

Storrs Center, a \$165 million project of the Mansfield Downtown Partnership, is planned as a pedestrian-friendly commercial and residential neighborhood with nearly two-thirds of the 47 acres reserved for open space.

Agency member Kay Holt, who prepared the motion, said the agency easily approved it.

"Obviously we are very happy with the approval Monday night," Mansfield Downtown Partnership

Executive Director Cynthia van Zelm said.

The motion's findings outline how the planned loss of .28 acres of wetlands is more than compensated for by improvements to the 3.22 acres that will remain.

The environmental impact of the development is further reduced by the open space dedication.

The conditions require the developers to: delay construction until the open space has been noted on the deeds; obtain all necessary federal and state permits; return to the agency to get a license for the planned walking trails and employ best manage-

ment practices.

The conditions, standard for this type of project, won't be a problem for the developers.

"We can work with those. Definitely," said van Zelm.

She said the partnership is seeking approval from the state Department of Environmental Protection, traffic commission and the Army Corps of Engineers.

She hopes that construction on the first phase of the project will begin in the fall of 2008.

According to van Zelm, the partnership plans to begin building Dog Lane 1, where displaced businesses will move, before the end of the year.

Selectmen vote on bridge repairs

By MIKE SAVINO
Chronicle Staff Writer

LEBANON — The board of selectmen voted unanimously on

to complicate the issue when the selectmen discussed cost, time, usage and other issues.

Okonuk said that she would

public works crew regularly because debris could get stuck.

Okonuk said that weight is also a concern because of a local busi-

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