



**TOWN OF MANSFIELD
TOWN COUNCIL MEETING
MONDAY, May 11, 2009
COUNCIL CHAMBERS
AUDREY P. BECK MUNICIPAL BUILDING
7:30 p.m.**

AGENDA

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OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

FUTURE AGENDAS

EXECUTIVE SESSION

ADJOURNMENT

SPECIAL MEETING-MANSFIELD TOWN COUNCIL

April 27, 2009

DRAFT

Mayor Elizabeth Paterson called the special meeting of the Mansfield Town Council to order at 5:30 p.m. in Council Chambers of the Audrey P. Beck Building

I. CALL TO ORDER

Present: Clouette, Haddad, Koehn, Nesbitt, Paterson, Paulhus, Schaefer

Deputy Mayor Haddad moved and Mr. Clouette seconded to recess the meeting and move into executive session to review and discuss commercial and financial information provided in confidence by Storrs Center Alliance in accordance with CGS §§ 1-200(6), 1-210(b)(5)(B). Motion passed.

II. EXECUTIVE SESSION

1. Review and discussion of commercial and financial information provided in confidence by Storrs Center Alliance in accordance with CGS §§ 1-200(6), 1-210(b)(5)(B).

Present: Clouette, Haddad, Koehn, Nesbitt, Paterson, Paulhus, Schaefer

Also included: Town Manager Matthew Hart, Director of Finance Jeffrey Smith, Controller/Treasurer Cherie Trahan, Cynthia van Zelm of Mansfield Downtown Partnership, Macon Toledano and Steve Maun of Leyland Alliance

III. ADJOURNMENT

The Council reconvened in public session.

Mr. Paulhus moved and Ms. Koehn seconded to adjourn the meeting at 7:00 p.m.

Motion to adjourn passed unanimously.

Elizabeth Paterson, Mayor

REGULAR MEETING-MANSFIELD TOWN COUNCIL

April 27, 2009

DRAFT

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

I. ROLL CALL

Present: Clouette, Haddad, Koehn, Nesbitt, Paterson, Paulhus, Schaefer
Excused: Blair, Duffy

II. APPROVAL OF MINUTES

Mr. Clouette moved and Mr. Schaefer seconded to approve the minutes of the April 13, 2009 meeting as presented. Motion passed with all in favor except Mr. Schaefer who abstained. Mr. Schaefer moved and Mr. Clouette seconded to approve the minutes of the April 20, 2009 and the April 16, 2009 meeting as presented. Motion passed with all in favor except for Mr. Nesbitt who abstained from voting on approval of the minutes of the April 20, 2009 meeting.

Mayor Paterson thanked Deputy Mayor Haddad for serving as Acting Mayor during her absence.

III. PUBLIC HEARING

1. Amendment to Mansfield Housing Code, Private Sewage Disposal System Maintenance

The Town Clerk read the legal notice and Mike Nintean, Director of Building and Housing, outlined the proposed change to the ordinance.

Mike Sikoski, Wildwood Road, expressed his support for the change and asked the Town Council to also review the requirements for water testing.

IV. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

David Freudmann, Eastwood Road, spoke to his concerns about the viability and desirability of a parking garage. Statement submitted.

Tom Birkenholz, South Eagleville Road, thanked the Council for their support of the Downtown Project, noting how important it is for the Town to plan for the needs of tomorrow. He expressed confidence that the Town will be able to handle any challenges that are ahead.

Barry Schrier, South Eagleville Road, offered his congratulations to Mayor Paterson for receiving the Gerald N. Weller Award from the University. Mr. Schrier also spoke in favor of the Downtown Project commenting that the Council's creative foresight will have long-term gains.

Mike Sikoski, Wildwood Road, questioned why, when asked, the resident state trooper was not aware of a home invasion that occurred in his neighborhood.

Carol Pellegrine, Clover Mill Road, shared her concerns and a suggestion with the Council regarding Spring Weekend. Ms. Pellegrine's concern is the large number of man hours and cost incurred by the Town and area towns as a result of the event and her suggestion is that UConn require outside students be registered before staying in the dorms. She also suggested that these visitors sign a statement agreeing to abide by UConn's rules of behavior and that they receive identifying wrist bands.

Mayor Paterson invited Ms. Pellegrine to a meeting of the Town/University Committee to offer her suggestions. Ms. Pellegrine also relayed her husband Richard's suggestion that package stores put out jars to ask for donations to financially support Spring Weekend.

Mike Sikoski, Wildwood Road, suggested that if students from other schools are arrested during Spring Weekend, UConn should contact their school and report the infraction.

Ric Hossack, Middle Turnpike, expressed his objection to DUI checkpoints on Routes 44 and 195 on Spring Weekend and commented that all the work of the Council and UConn did nothing to change the event. Mr. Hossack also expressed disappointment that none of his suggestions on the budget were adopted by the Council.

V. TOWN MANAGER'S REPORT

Report submitted

VI. OLD BUSINESS

2. Amendment to Mansfield Housing Code, Private Sewage Disposal System Maintenance

Mr. Schaefer moved and Mr. Clouette seconded to adopt a proposed change to the Housing Code of the Town of Mansfield, section 506.3, to increase the span of time from the immediately preceding two years to the immediately preceding four years, during which any on-site sewage disposal system must have been cleaned and serviced, as demonstrated by the report of a licensed pumper/hauler submitted to the Housing code Official, before a rental certification may be issued pursuant to Chapter 9 of the Housing Code. Said amendment shall be effective 21 days after publication in a newspaper having circulation within the Town of Mansfield.

Motion passed unanimously.

3. Community/Campus Relations

Director of Emergency Management, John Jackman and Council members offered their preliminary assessments and observations of Spring Weekend.

4. Community Water and Wastewater Issues

Mr. Nesbitt, chair of the Four Corners Sewer Advisory Committee, announced the next meeting of the group would be on May 5th to discuss the updated fiscal analysis and possible inclusion of additional abutters. A community wide meeting will be held on June 2, 2009.

5. Ordinance for Obtaining Goods and Services

Mr. Clouette moved and Mr. Schaefer seconded to schedule a public hearing for 7:30 PM at the Town Council's regular meeting on May 11, 2009, to solicit public comment regarding An Ordinance for Obtaining Goods and Services.

Council member discussed the proposed ordinance and offered the following suggestions:

- Section 4. A. 6 – eliminate "...for cause" after "... vendor"
- Establish a minimum purchasing amount which would trigger Town Manager involvement
- Section 4.B – add "...with the approval of the Town Manager" after "The Purchasing Agent..."
- Section 4.D – eliminate "provided that..." begin a new sentence "The Finance Committee shall..."
- Section 4.I – provide a threshold for retaining professional services that would include Town Manager approval.
- Section 4. I – include a reasonable guideline to require current billing for professional services.
- Section 4. C – require that the purchase of environmentally sound products and services be the standard while allowing exceptions only in extenuating circumstances.
- An additional document outlining the process codified in the ordinance may need to be developed.

Ms. Koehn will distribute suggested language for Section 4.C to all Council members. Other Town Council members with additional suggestions will do the same.

Motion to set the public hearing passed unanimously.

Mr. Nesbitt left at 9:30 p.m.

VII. NEW BUSINESS

6. Preparation for Town Meeting

Town Council members discussed the May 12, 2009 Annual Town Meeting and made the following decisions:

- Childcare will be offered from 6:30 to 9:30.
- In order to facilitate voter verification all publicity regarding the meeting will encourage residents to come early.
- In addition to the usual notification venues the Town Manager will check to see if the schools and day care send out notices and will request the event be posted on the E.O. Smith website
- A 6:30 informal public discussion on the budget will be offered.
- Mayor Paterson will ask Carol Pellegrine if she is willing to be nominated as chair of the meeting.
- The Town Attorney will serve as parliamentarian.
- The Human Services Department will provide a sign language interpreter.
- In the documents handed out at the meeting include a question as to whether the information provided is helpful.
- The updated Citizens' Guide to the Budget and the budget in brief will be provided.
- Ric Hossack has agreed to tape the meeting.
- The Town Clerk will check with other towns to see how they verify voters.

7. Appointment of Municipal Representative to Mansfield Downtown Partnership

Mr. Clouette moved and Mr. Paulhus seconded to appoint Deputy Mayor Gregory Haddad to the Board of Directors for the Mansfield Downtown Partnership, for a term commencing on July 1, 2009 and expiring on June 30, 2012.

Motion passed unanimously.

8. Additions to Town Council Policy Index

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

RESOLVED: effective April 27, 2009 to add the following documents to the Town Council Index Policy: Guidelines for Negotiations of Agreements between the Town of Mansfield and Storrs Center Development Entities (August 11, 2009 and Resolution Affirming Commitment to Open and Transparent Government (April 13, 2009).

Motion passed unanimously.

Mr. Schaefer moved and Mr. Clouette seconded to table Item 9, Regionalism, and Item 10, WINCOG Regional Economic Development Plan, until the next meeting.

Motion passed unanimously.

9. Regionalism

Tabled

10. WINCOG Regional Economic Development Plan
Tabled

VIII. DEPARTMENTAL AND COMMITTEE REPORTS

Mr. Paulhus questioned the process described in the minutes regarding the use of executive sessions by the Board of Ethics. Mr. Hart reported that information and training regarding the proper use of executive sessions has been provided to the Board.

IX. REPORTS OF COUNCIL COMMITTEES

Mr. Clouette, Chair of the Finance Committee, reported the Committee is working on a recommendation for auditors for the Town.

Mr. Clouette, reporting for the Committee on Committees, offered the following recommendations:

Recommend an alternate be added to the list of those authorized to serve as members of the Communication Advisory Committee.

Advisory Committee on Person with Disabilities – Wade Gibbs

Communication Advisory Committee – Richard Pellegrine

Agricultural Committee – Kathleen Paterson and Larry Lombard

Sustainability Committee – Lynn Stoddard (Environmental Protection),

William Lennon (Economic Viability), Sara Milius (Social Justice)

Also appointed: Matthew Hart, Town Manager, Bonnie Ryan, Planning and Zoning, Katherine Paulhus, Mansfield Board of Education, Richard Miller, UConn, Leigh Duffy, Town Council

Motion passed unanimously.

Mr. Clouette also noted that the Committee is working on the reorganization of the appeals boards.

X. REPORTS OF COUNCIL MEMBERS

No comments

XI. PETITIONS, REQUEST AND COMMUNICATIONS

11. M. Morano re: Proposed fire staff cuts

12. W. Bigl re: AARP Tax Aide 2009

13. M. Hart re: Proposed FY 2009/10 Budget

14. PZC re: Tree removal, 34 Farrell Road

15. PZC re: Proposed Bill 5862

16. Town of Mansfield Fiscal Year 2007-08 Annual Report

17. State of Connecticut Department of Emergency Management and Homeland Security re: Emergency Management Performance Grant

18. U. S. Census Bureau re: 2010 Census

19. MetroHartford Alliance re: Next Regional Economic Development Forum

20. CCM re: State Budget Proposals
21. CCM re: Major Mandates Relief Proposals Before the 2009 General Assembly
22. CCM re: A Blueprint for Service Continuity and Property Tax Relief in Uncertain Economic Times
23. CCM Housing Bulletin
24. Moody's Investors Service re: Rating Update – Mansfield
25. University of Connecticut Office of the Vice President for Student Affairs re: 2009 Gerald N. Weller Award
26. Chronicle "Editorial: We offer these threads, needles" – 04/20/09
27. Chronicle "Fire shift cut stirs debate" – 04/14/09
28. Chronicle "Land trust feted for its efforts" – 04/21/09
29. Chronicle "Letters to the Editor" – 04/16/09
30. Chronicle "Letter to the Editor" – 04/21/09
31. Chronicle "Mansfield budget rounding into form" – 04/18/09
32. Chronicle "Mansfield set to unveil clean buses" – 04/09/09
33. Chronicle "Spring Weekend gets oversight committee" – 04/20/09
34. Mansfield Today "LWV to host update on Storrs Center project..." – 04/20/09
35. Mansfield Today "Mansfield has some 'green' school buses" – 04/15/09
36. Mansfield Today "Town and university to try new way to..." – 04/20/09
37. Mansfield Today "Would cutting fire staff endanger the community?" – 04/14/09

XII. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

Ric Hossack, Middle Turnpike, questioned the progress of negotiations with the unions in Town and asked to be updated on the outcomes.

XIII. FUTURE AGENDAS

Ms. Koehn requested the issue of separating the Planning and Zoning Commission and the Inland Wetland Agency be discussed at a future meeting. Deputy Mayor Haddad reported that the bill regarding possible legislation requiring the separation of Planning and Zoning Commissions and Inland Wetland Agencies was no longer under active consideration in the legislature.

Members requested that the issue of determining how advisory committees are functioning be discussed at future meeting.

XIII. ADJOURNMENT

Mr. Paulhus moved and Mr. Schaefer seconded to adjourn at 10:30 p.m.

Motion passed unanimously.

Elizabeth Paterson, Mayor

Mary Stanton, Town Clerk

Mansfield, Connecticut Town Council Meeting April 27, 2009
Public comment by David Freudmann, 22 Eastwood Rd.,
Storrs, CT 06268, 860-429-0763
Topic: Parking Garages in Storrs Center Project

When I addressed this Council on January 12, 2009, I expressed the hope that you would never commit to public ownership of a parking garage unless you were convinced it would pay for itself. I recommended that positive results from both a business plan and market research should precede any commitment. When I heard that a parking study was forthcoming, I was hopeful that it would provide both. Regrettably, the parking study for garage #1 presented on March 23 by consultant Andy Hill of Walker Parking (please see Note 1) fails both as a business plan and as market research.

The business plan's revenue depends on 686 leases plus transient demand of 821 cars per day on weekdays, 987 cars/day on weekends, in other words, a weighted daily transient average usage of 868 cars/day (Note 2) every day of the year. On what basis does the consultant predict that a small commercial area with some multi-unit housing will generate such demand for fee-based parking?

To earn a profit, the study prescribes that annual operating expenses be kept under \$350,000 for the first year, with slight increases thereafter. Of that amount, less than \$145,000 may be allocated for total payroll (Note 3), including benefits, social security taxes and administrative overhead. A payroll of \$145,000 can barely pay for three full time equivalent (FTE) employees. This for a facility that is to be open 365 days per year, 18 hours per day? How does a 550-car garage get cashier coverage, and get operated and supervised with such a slim work force? The study offers no details - job titles, work assignments and hours worked doing what by each of the three FTE employees over the course of a year. Some business plan.

As for market research, the parking study offers nothing at all. Last January I posed the question: "Can you find three other municipal parking garages anywhere in the northeastern part of the United States located in towns as small and rural as Mansfield?" If garages are the slam-dunk profit-makers the study anticipates, why don't other towns even triple our size have them? Where are they? If any exist, are they profitable? No market research here.

Now, Town Manager Matthew Hart may well "have a lot of confidence in Mr. Hill and in Walker Parking" (Note 4) and may feel that "there is an abundance of free parking adjacent to the (project) site" and that that is a problem that should be rectified by getting nearby "property owners to better manage their parking so as to maximize parking revenue." Also, that we need a Steering Committee and a Parking Management Plan, etc. But what I hear is: Let's complicate life and irritate everybody by turning this part of town into a car-unfriendly **No Parking!** zone and just compel people into patronizing the garage. Instead, I see people reacting

unfavorably and voting with their car keys and shopping elsewhere. I also see hubris as well as a lack of respect for an under-appreciated law: the law of unintended consequences.

Mr. Hart is currently involved in the delicate task of negotiating with master developer Leyland Alliance. These negotiations, which will create the framework for the final agreement, are expected to be concluded in mid-2009. (Note 5) You will be asked to approve an agreement that foists ownership of a garage on us, even as no plan logically demonstrates the likelihood of its success.

As Council members, I am sure it is satisfying to receive the encomiums and accolades of the boosters who applaud the Dream and the Vision of Storrs Center. But the proponents are curiously silent when presented with inconvenient facts. That is not "Smart Growth" for Mansfield or anywhere. Rather, the garage will lose money and force future Councils to make the unhappy choice of either reducing services or raising taxes.

In conclusion, I predict that if you approve public ownership of a parking garage, then future Town Councils will rue that decision, a decision that will create a fiscal albatross about this town's neck for decades to come. The time for decision on garage ownership is nigh. We have, slowly but inexorably, been brought to the brink - the point of no return. Consider that this project, with its requirement of garage ownership, is misguided. I urge you to pull us back from the precipice and shut the Storrs Center project down while you still can.



David Freudmann

Notes

1. Parking Workshop of 3/23/09. See (a) pages 249-268 of packet of Town Council meeting of 4/13/09, available via www.mansfieldct.org, or (b) select Presentations at Downtown Partnership's web-site, via above web-site, or see (c) www.savemansfieldct.org
2. pg. 257 of Note 1(a), titled Estimated Transient Revenues: 821 (weekday avg.) $\times 5/7 + 987$ (weekend avg.) $\times 2/7 = 868$
3. pg. 259 titled Projected Expenses - "pie-chart" allots 41% for payroll. pg. 260 titled Conceptual Cash Flow indicates Total Operating Expenses of $\$349,200$. $0.41 \times 349,200 = 143,200$
4. Quotes are from Public Information Session on Manager's Budget, 4/2/09. Town Manager was responding to questions at the end.
5. Frequently Asked Questions about Storrs Center, dated 2/5/09. On page 183 of packet of Town Council meeting of 3/9/09.

**Town Manager's Office
Town of Mansfield**

Memo

To: Town Council
From: Matt Hart, Town Manager *M.H.*
CC: Town Employees
Date: April 27, 2009
Re: Town Manager's Report

Below please find a report regarding various items of interest to the Town Council, staff and the community:

Budget and Finance

- *Bond Rating Update* – I would like to draw your attention to Item 24 of the packet, from Moody's Investors Service. As part of a refunding for Regional School District 19, Moody's has affirmed Mansfield's Aa3 rating and has removed the negative outlook on the town's \$2.5 million of outstanding general obligation debt. To quote from Moody's, "The Aa3 rating and removal of the negative outlook incorporates the town's recently improved financial position supported by reserves held inside and outside of the General Fund and management's prudent fiscal practices. The rating also factors the town's favorable debt levels and moderately sized equalized net grand list that benefits from a large university presence." The Region 19 refunding will save \$925,496; \$675,612 for the state and \$249,884 for the district. The retention of our bond rating and the removal of the negative outlook represents great news for Mansfield, and I would like to thank Jeffrey Smith, Cherie Trahan, Cynthia van Zelm and Finance Committee chair Bruce Clouette for their assistance with Moody's review.
- *FY 2009/10 Operating Budget* – The Town Council has adopted its Proposed FY 2009/10 Operating Budget in the amount of \$43,010,137, as well as a Capital Fund Budget in the amount of \$1,317,255 and a Capital and Nonrecurring Fund Budget of \$900,000. The Town Meeting is scheduled for 7:00 PM on Tuesday, May 12th at the Mansfield Middle School Auditorium. Later this evening, the Town Council will discuss preparations for the Town Meeting.

Council News

- *2009 Gerald N. Weller Award* – I would like to congratulate Mayor Paterson as this year's recipient of the Gerald N. Weller Award. The Weller Award recognizes individuals who serve students and the greater community. The Mayor's efforts in this area include her role with the Mansfield Community-Campus Partnership, the Town/University Relations Committee and a host of other areas. Congratulations, Mayor Paterson, on your receipt of this well-deserved recognition.
- *Agenda Format* – last meeting, the Town Council suggested that we reorder the Petitions, Requests and Communications section of the agenda by type of communication. I will explain our suggested methodology and request your initial feedback.
- *Special Town Council Meeting* – as discussed, we would like to hold a special meeting at 6:00 PM next Monday, May 4th, to discuss the Storrs Center project. Staff will confirm a location for this meeting.

Departmental/Division News

- *EHHD Swine Flu Epidemic Update* – The investigation of the above referenced outbreak is a quickly evolving issue. The Eastern Highlands Health District is participating in daily conference calls with the CT DPH, and daily webcast media briefings with the CDC. The US Department of Health and Human Services has declared a national public health emergency. This is in part to authorize the distribution and delivery of antiviral medications to the states. The CT DPH will be receiving 25% of the federal Strategic National Stock pile of antiviral medications, personal protective equipment, and respiratory protection

devices earmarked for Connecticut by the end of the week. This action is occurring as a precaution, and not due to an immediate local need at this time.

Due to a lack of epidemiologic information at this time, the severity of impact associated with this strain is still undetermined. The outbreak is not at this point classified as a pandemic. As of today, 40 US cases are confirmed in five states. Of these two were hospitalized, all have recovered. Twenty of these cases were located in Queens NY. Ct DPH and local health officials have enhanced surveillance to identify new cases should they occur. For our part, we continue to communicate with our local health care providers via our local health alert network (LHAN) updating them on clinical recommendations, testing protocols, and surveillance. CDC and DPH updates distributed through our LHAN will be posted to our website at www.ehhd.org.

CT DPH considers the identification of a case of swine flu in Connecticut probable. The CDC has developed interim community mitigation recommendations for those communities with a confirmed case of H1N1 influenza. These can be obtained at <http://www.cdc.gov/swineflu/mitigation.htm>. These recommendations do involve, pending the specific epidemiological information surrounding the confirmed case, social distancing interventions such as school dismissals. **Consequently, local schools and daycares should be updating and reviewing contingency and continuity of operations plans.** Additional guidance to Connecticut Schools from Ct DPH is anticipated, but not available at the time of this email. We will forward it on to area schools as soon as it is available.

Information for the general public regarding precautions they can take to protect themselves is also provided on our website. At this time, this information comprises basic respiratory etiquette, hand washing/personal hygiene, staying home when your sick, seeking medical care when ill and other common instructions to prevent influenza transmission. Information the public needs to protect themselves will be updated as we learn more about the epidemiology of this strain.

The most up to date information on the outbreak investigation, recommendations to professionals, general information can be obtained at <http://www.cdc.gov/swineflu/>. The EHHD will continue to update our local community stakeholders as this issue progresses.

- *Mansfield Middle School Fuel Conversion Project* – This project kicked off in earnest last week during the school's spring break. Following inspections by Town officials for safety, this morning we opened the building for students. Coordination with school custodial staff and the contractor aided in this outcome. Going forward, between 7:00 AM and 3:30 PM the site contractor will work within a chain link fenced area. After daily classes are over, the mechanical/electrical division will continue inside the school until 1:30 AM. This schedule will remain until summer vacation, when all work will resume on a first shift schedule.

Member Organizations

- *Mansfield Downtown Partnership* – There a few of items of interest regarding the Partnership and the Storrs Center project:
 - The Town of Mansfield has requested from Congressman Courtney \$13.5 million for phase 2 of the Storrs Center Intermodal Center as part of the SAFETEA-LU (Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users) Reauthorization bill. The Intermodal Center is designed to accommodate cars including potentially spaces for zip cars, buses, and bikes. The bill is reauthorized every 5 to 6 years. Previously, the Town was awarded \$2.5 million for Storrs Road improvements which authorized surface transportation programs for highways, highway safety, and transit for the 5-year period of 2005-2009.
 - The Mansfield League of Women Voters will be hosting a public presentation on the latest developments on Storrs Center. Representatives from the Partnership, the Town, and master developer LeylandAlliance will present an update on the project. All are invited to attend. The presentation will be held on Wednesday, April 29th at 7:00 PM in the Town Council Chambers. For more information, please contact the Partnership office: 860.429.2740 or mdp@mansfieldct.org.

Miscellaneous

- *Environmental Leadership Awards* – Last week Mansfield residents Joan Buck, Becky Lehman, Meg Reich and Vicky Wetherell were honored by the University of Connecticut as recipients of their Environmental Leadership Awards. Meg and Vicky received the award for their work with the Willimantic River Alliance and Joan and Becky were recognized for the efforts in leading the Ad Hoc Sustainability Committee. Congratulations to all, and thanks for your work on behalf of the environment and the community.
- *Regionalism Summit* – On April 16, 2009 I attended the first part of the symposium "Region-Making in Connecticut: Fostering Cooperation and Improving Governance" at Trinity College in Hartford. The discussion was informative, particularly the session featuring State Representative Brendan Sharkey, Capital Region Council of Governments Executive Director Lyle Wray and MetroHartford Alliance President/CEO Oz Griebel, who discussed the procedural, political, and practical issues surrounding regionalism.

Upcoming Events

- *State Budget Forum* – State Representative Denise Merrill (D-Storrs/Mansfield), House Majority Leader, will hold a budget forum at Mansfield Town Hall in the Council Chambers on Tuesday, April 28, 2009, from 7:30 PM to 9:00 PM. Rep. Merrill is expected to be joined by State Representative Susan Johnson (D-Windham), State Representative Bryan Hurlburt (D-Tolland/Ashford/Willington) and State Representative Joan Lewis (D-Coventry/Vernon/Columbia). The forum will include discussion of the proposed Democratic budget and contrast that with budgets proposed by the Governor and minority Republicans.
- *Family Fun Nights* – This summer the Parks and Recreation Department will be having family fun nights on Wednesday evenings, July 1, 15, 29, and Aug. 12 from 6:30-9:00 PM. Family fun nights are free for Community Center members and non-members just need to pay the daily fee.
- *Free Mansfield Days* – On Sunday, June 14th, noon-3:00 PM; Wednesday, July 15, 6:30-9:00 PM (family fun night), and on Saturday, Aug. 8th, noon-3:00 PM residents of Mansfield are invited to use the Community Center free of charge. Proof of residency may be required.
- *Memorial Day* – Save the date! Mansfield will observe Memorial Day on Monday, May 25, 2009. The parade will begin at 9:00 AM from the intersection of Rt. 195 and Bassetts Bridge Road in Mansfield Center, and will travel North on 195, down Cemetery Road to the new Mansfield Center Cemetery. There will be a ceremony at the cemetery including three volleys fired and taps sounded in honors for the fallen. Come and join us as we honor our ancestors, family members, loved ones, neighbors and friends who have died in service to our nation.
- *Riverfest* – The Chamber of Commerce, Windham Region presents their 6th annual Riverfest Sunday, May 30, 2009 from 9:00 AM until 2:00 PM featuring a day full of fun for the whole family. This year's event will include the "Willimantic Rootbeer Float," a casual float down the Willimantic River taking in all the beauty of the river and the properties along its shores. Participants can float down the river in any floatation device they prefer including boats, kayaks and canoes. The fee for the ride is \$5 which includes a glass of root beer, insurance provided by the American Canoe Association and bus ride from the finish in Willimantic back to the starting point at Eagleville Dam in Coventry. At the end of the float, participants will be dropped off at the "River Festival" which will include music, food, environmental displays and activities. There is no fee to attend the festival but some of the activities will include admission fees. Event participants will also be able to take advantage of Riverfest themed specials that will include family activities, discount coupons and special purchases. Please join us in celebrating the Willimantic River's recreational assets as well as its beauty. For more information please contact The Chamber of Commerce at 860.423.6389 or visit www.WindhamChamber.com.
- *Summer Concerts* – This year's free summer concerts will be held on the Community Center "Green." The concerts will be held on Thursdays, July 9, 17, 23, and 30, 6:30-8:00 PM. The concerts are held rain or shine and if the weather turns bad, we will move the concerts into the Community Center gymnasium. We encourage people to come out and enjoy a fun summer evening by bringing along a picnic dinner.

Upcoming Meetings

- Transportation Advisory Committee, April 28, 2009, 7:30 PM, Conference Room B, Audrey P. Beck Municipal Building
- Town Council, May 4, 2009, 6:00 PM, location TBA
- Planning and Zoning Commission, May 4, 2009, 7:00 PM, Council Chambers, Audrey P. Beck Municipal Building
- Communications Advisory Committee, May 4, 2009, 7:00 PM, Conference Room B, Audrey P. Beck Municipal Building
- Mansfield Downtown Partnership Board of Directors, May 5, 2009, 4:00 PM, Mansfield Downtown Partnership Office (1244 Storrs Road)
- Mansfield Advocates for Children, May 6, 2009, 6:00 PM, Council Chambers, Audrey P. Beck Municipal Building
- Agriculture Committee, May 6, 2009, 7:00 PM, Conference Room B, Audrey P. Beck Municipal Building
- Traffic Authority, May 7, 2009, 10:30 AM, Conference Room B, Audrey P. Beck Municipal Building
- Board of Education, May 7, 2009, 7:30 PM, Council Chambers, Audrey P. Beck Municipal Building
- Community Quality of Life Committee, May 7, 2009, 7:30 PM, Employee Lounge, Audrey P. Beck Municipal Building
- Town Council, May 11, 2009, 7:30PM, Council Chambers, Audrey P. Beck Municipal Building
- Annual Town Meeting, May 12, 2009, 7:00 PM, Mansfield Middle School Auditorium

LEGAL NOTICE
TOWN OF MANSFIELD
PUBLIC HEARING May 11, 2009

The Mansfield Town Council will hold a public hearing at 7:30 PM at their regular meeting on May 11, 2009 to solicit public comment regarding An Ordinance for Obtaining Goods and Services.

At this hearing persons may address the Town Council and written communications may be received. Copies of said proposals are on file and available at the Town Clerk's office: 4 South Eagleville Road, Mansfield, CT 06268.

Dated at Mansfield Connecticut this 29th day of April 2009

Mary Stanton
Town Clerk

PAGE
BREAK



Item #2

**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant to the Town Manager; Jeffrey Smith, Director of Finance
Date: May 11, 2009
Re: An Ordinance for Obtaining Goods and Services

Subject Matter/Background

At Monday's meeting, the Town Council will conduct a public hearing regarding the proposed Ordinance for Obtaining Goods and Services.

The Council did discuss the draft at its previous meeting. Some of the comments were editorial and others were more substantive. The editorial comments will be incorporated into the draft. A list of the more substantive comments is as follows:

- 1) Establish a minimum purchasing amount that would trigger approval by the Town Manager.
- 2) In Section 4(B), stipulate that the Town Manager's approval is needed to revoke delegation of purchasing authority to other town employees.
- 3) In Section 4(I), provide a monetary threshold that would require approval by the Town Manager for the procurement of professional services – this suggestion is already incorporated in section 4(I)(6) of the draft.
- 4) In Section 4(I), include a reasonable guideline to require current billing for professional services.
- 5) In Section 3(C), require that the purchase of environmentally sound products and services shall be the standard while allowing exceptions only in extenuating circumstances.
- 6) Make reference in the draft ordinance to the specific set of purchasing procedures and regulations that staff will follow.

The Finance Committee will review this item at its May 11th meeting, and staff will assist the committee in its review of the comments presented at the last Council meeting. For your reference, I have attached comments presented by Council member Nesbitt and Mr. Smith's response to those suggestions, as well as a suggestion from Council member Koehn regarding Section 3(C).

Financial Impact

There are no direct financial impacts. However, the intention of this ordinance is that the Town obtains the best possible value for the goods and services that it purchases.

Legal Review

The proposed ordinance was prepared in consultation with the Town Attorney.

Recommendation

The Finance Committee will review the suggestions and comments from the previous meeting, and may have a recommendation for the full Council.

Attachments

- 1) An Ordinance for Obtaining Goods and Services
- 2) G. Nesbitt re: Purchasing Ordinance
- 3) J. Smith re: Purchasing Ordinance
- 4) H. Koehn re: Purchasing
- 5) Town of Mansfield, Best Value Source Selection

Town of Mansfield
Code of Ordinances
"An Ordinance for Obtaining Goods and Services
By the Town of Mansfield"

March 9, 2009 Draft (revised)

Section 1. Title.

This chapter shall be known and may be cited as "the Ordinance for Obtaining Goods and Services.

Section 2. Legislative Authority.

This chapter is enacted pursuant to the provisions of Town Charter section C506 B (1) (c)

Section 3. Purpose and Application.

- A. The purpose of this ordinance is to provide a set of procedures designed to obtain the best possible value for the necessary goods and services purchased by the Town of Mansfield, in accordance with Article V Section 506 of the Town Charter. The Town Council has determined that competitive bidding in some instances may be against the best interest of the Town. The Council, therefore, invokes its powers under Article V Section 506B. (1)(c) to establish this ordinance designed to better ensure receipt by the Town of the best possible value for necessary goods and services by taking advantage of all prudent purchasing methods and opportunities available in the marketplace including the open competitive bidding process and delegates authority to implement these procedures to the Purchasing Agent. These procedures are further designed to provide for the fair and equitable treatment of all persons involved in public purchasing by the Town of Mansfield.

- B. This Ordinance shall apply to the purchase of all supplies, materials, equipment and other commodities and contractual services and construction (hereafter referred to as "products and services") required by any department, agency, board or commission of the Town, irrespective of the source of funds, except the purchase of specialized goods and contractual services for the purpose of instruction by the Board of Education. Nothing herein contained shall be construed to prevent the Director of Finance from serving, to the extent requested, as the Purchasing Agent for all requirements of the Board of Education.

C. In order to increase the development and awareness of environmentally sound products and services, the Town of Mansfield will ensure that wherever possible and economically feasible, specifications are amended to provide for consideration of environmental characteristics. Consideration may be given to those products that from a life cycle perspective, adversely affect the environment in the least possible way. This means that the Town of Mansfield will make a reasonable effort to choose products and services that:

- 1) are produced in an environmentally responsible friendly way
- 2) are distributed in an environmentally responsible friendly way
- 3) cause the least possible damage to the environment
- 4) can be removed in an environmentally responsible friendly way
- 5) involve ethical considerations in their choice.

As for product areas which are not covered by environmental label criteria, the environmental impact of the product is assessed to the extent possible via the Environmental Protection Agency guides or information and guidance from other sources.

Section 4. Solicitation and award procedures.

A. As provided in the Town Charter the Director of Finance shall serve as the Purchasing Agent for the Town, and shall be responsible for the procurement of all products and services for the Town. Subject to the limitations set forth in the Charter and in section 1B of this Ordinance, the Purchasing Agent shall have the authority to approve all contract specifications, prescribe the method of source selection to be utilized in the procurement of all products or services, award all contracts for products and services based on a determination of the bidder who offers the best value to the Town, and shall have the authority necessary to enforce the purchasing provisions of the Charter and these Rules. In addition, the Purchasing Agent shall have the following specific duties:

- 1) Inspect all supplies, material and equipment ordered by and delivered to the town to ensure compliance with specifications and conditions affecting the purchase thereof, or delegate the inspection thereof to such Town employees as are authorized to purchase said supplies, materials or equipment in accord with subsection B of this section;
- 2) Procure and award contracts for, or supervise the procurement of, all products and services needed by the Town, and maintain custody and care of all contracts for goods and contractual services to which the Town is a party;

- 3) Transfer between offices or sell, trade, or otherwise dispose of surplus supplies, materials, or equipment belonging to the Town;
- 4) Prepare, issue, revise, and maintain all bid specifications and establish and maintain programs for specification development, and the inspection, testing, and acceptance of products and services;
- 5) Prepare and adopt operational procedures governing the procurement functions of the Town;
- 6) Have the discretion and authority for cause ~~in appropriate instances~~ to disqualify vendors for cause and to declare them to be irresponsible bidders and to remove them from receiving any business from the Town;
- 7) To cancel, in whole or in part, an invitation to bid, a request for proposals, or any other solicitation, or to reject, in whole or in part, any and all bids or proposals when to do so is in the best interests of the Town;
- 8) To require, when necessary, bid deposits, performance bonds, insurance certificates, and labor and material bonds or other similar instruments or security which protect the interests of the Town;
- 9) Procure for the Town ~~and School~~ all federal and state tax exemptions to which they are entitled;
- 10) Ensure that the Town ~~and School~~ are exempt from state fair trade laws as provided by the Connecticut General Statutes;
- 11) To join with other units of government and with private sector organizations in cooperative purchasing plans when the best interests of the Town would be served;

B. Delegations to Other Town Officials. With the approval of the Town Manager, the Purchasing Agent may delegate any portion of the authority to purchase certain products and services to other Town employees, if such delegation is deemed necessary and appropriate for the effective and efficient operation of Town government and for the procurement of those items. The Purchasing Agent may revoke such delegation at any time. The Person to whom such authority is delegated shall be responsible for complying with the requirements of the Charter, this ordinance and any rules or regulations which may exist relating to the execution of the procurement process.

C. **Methods of Source Selection.** In accordance with Article V of the Town Charter, unless otherwise prescribed by law, the Purchasing Agent shall take advantage of all prudent purchasing methods and opportunities available in the marketplace. This includes, but is not limited to, such methods as competitive sealed bids, competitive sealed proposals, competitive negotiation, sole source procurement, small purchase procedures, credit card procedures, bulk ordering, emergency purchases, multi-step bidding, internet purchasing, use of cooperative purchasing plans and public auctions.

In deciding which method to utilize, the Purchasing Agent may take into consideration the following factors:

- 1) how to obtain the best value for the commodity;
- 2) whether or not to utilize a fixed-price or fixed-service contract under the circumstances;
- 3) whether quality, availability, or capability is overriding in relation to price;
- 4) whether the initial installation needs to be evaluated together with subsequent maintenance and service capabilities and what priority should be given to these requirements;
- 5) what benefits are derived from product or service compatibility and standardization and what priority should be given these requirements;
- 6) whether the marketplace will respond better to a solicitation permitting not only a range of alternative proposals, but evaluation, discussion, and negotiation of them before making the award;
- 7) what is practicable and advantageous to the Town;
- 8) the availability of vendors;
- 9) the efficiency of the process;
- 10) the fair and equitable treatment of potential participants;
- 11) the degree to which specifications can be made clear and complete;
- 12) the timeliness of the process to the needs of the Town;

D. Award of Contract. Contracts shall be awarded, by the Purchasing Agent, to the vendor who offers the best value to the Town, provided that the Finance Committee shall be advised in the next quarterly financial report when the Director of Finance awards a contract for goods or services (but not professional services as defined in Section I) other than by competitive sealed bid in accordance with Article V, Section 506B (1) (c) of the Town Charter. Best value shall be determined by consideration of some or all of the following factors as deemed appropriate by the Purchasing Agent:

- 1) The quality, availability, adaptability, and efficiency of use of the products and service to the particular use required;
- 2) The degree to which the provided products and services meet the specified needs of the Town, including consideration, when appropriate, of the compatibility with and ease of integration with existing products, services, or systems;
- 3) The number, scope, and significance of conditions or exceptions attached or contained in the bid and the terms of warranties, guarantees, return policies, and insurance provisions;
- 4) Whether the vendor can supply the product or service promptly, or within the specified time, without delay or additional conditions;
- 5) The competitiveness and reasonableness of the total cost or price, including consideration of the total life-cycle cost and any operational costs that are incurred if accepted;
- 6) A cost analysis or a price analysis including the specific elements of costs, the appropriate verification of cost or pricing data, the necessity of certain costs, the reasonableness of amounts estimated for the necessary costs, the reasonableness of allowances for contingencies, the basis used for allocation of indirect costs, and the appropriateness of allocations of particular indirect costs to the proposed contract;
- 7) A price analysis involving an evaluation of prices for the same or similar products or services. Price analysis criteria include, but are not limited to: price submissions of prospective vendors in the current procurement, prior price quotations and contract prices charged by the vendor, prices published in catalogues or price lists, prices available on the open market, and in-house estimates of cost;
- 8) Whether or not the vendor can supply the product or perform the service at the price offered;

- 9) The ability, capacity, experience, skill, and judgment of the vendor to perform the contract;
- 10) The reputation, character and integrity of the vendor;
- 11) The quality of performance on previous contracts or services to the Town or others;
- 12) The previous and existing compliance by the vendor with laws and ordinances or previous performance relating to the contract or service, or on other contracts with the Town or other entities;
- 13) The sufficiency, stability, and future solvency of the financial resources of the vendor;
- 14) The ability of the vendor to provide future maintenance and service for the use of the products or services subject to the contract.

E. Common Specifications and Standards.

- 1) In accordance with this ordinance, all of the Town's departments, agencies, boards and commissions (including the Board of Education) shall work together with the Purchasing Agent to identify common needs and establish standard specifications for the purchase of goods and contractual services which are commonly used by more than one department, agency, board, or commission.
- 2) The Purchasing Agent shall be responsible for identifying goods and contractual services common to the needs of the Town, School Department and their boards and commissions and for preparing and utilizing standard written specifications submitted for such goods and contractual services. After adoption, each standard specification shall, until revised or rescinded, apply in terms and effect to every purchase and contract for said goods or contractual service. The Town Manager may exempt any using agency of the Town, and the Superintendent of Schools may exempt any agency of the Board of Education from the use of the goods or contractual services in such standard specification if, in their judgment, it is to the best interest of the Town to so do.

F. Sole Source Procurement and Brand Name Specification.

- 1) It is the policy of the Town to encourage fair and practicable competition consistent with obtaining the best possible value for the necessary products and services required by the Town. Since the use

of sole source procurement or a brand name specification is restrictive, it may be used only when the Purchasing Agent makes a written determination that there is only one practical source for the required product or service or that only the identified brand name item or items will satisfy the Town's needs and the Town Manager concurs with such finding. A requirement for a particular brand name does not justify sole source procurement if there is more than one potential vendor for that product or service.

- 2) Any request by a Using Agency that procurement be restricted to one potential contractor or be limited to a specific brand name shall be accompanied by an explanation as to why no other will be suitable or acceptable to meet the need.
 - 3) A record of all sole source procurements and brand name specifications shall be maintained. Sole source records shall list each contractor's name; the amount and type of each contract; a listing of the products or services procured under each contract; and the effective dates of the contract. Brand name records shall list the brand name specification used, the number of suppliers solicited, the identity of these suppliers, the supplier awarded the contract, and the contract price. The Town Council Finance Committee shall be advised, in the next quarterly financial report, when the Director of Finance and the Town Manager have made a determination of brand name or sole source selection.
- G. All purchases made and contracts executed by the Purchasing Agent shall be pursuant to a written or electronic purchase order from the head of the office, department or agency whose appropriation will be charged, and no contract or order shall be issued to any vendor unless and until the Director of Finance certifies that there is to the credit of such office, department or agency a sufficient unencumbered appropriation balance to pay for the supplies, materials, equipment or contractual services for which the contract or order is to be issued. This requirement may be deferred in the event that an emergency situation requires prompt action by the Purchasing Agent. This section will not prevent the use of open purchase orders or the use of a purchasing card program designed to consolidate many small transactions onto a single monthly invoice.
- H. The responsible head of each department, office, institution, board, commission, agency or instrumentality of the Town ~~or School~~ shall certify, in writing, to the Purchasing Agent the names of such officers or employees who shall be exclusively authorized to sign purchase orders for such respective department, office, institution, board, commission, agency or instrumentality, and all requests for purchases.

shall be void unless executed by such certified officers or employees and approved by the Purchasing Agent.

- I. **Professional Services.** As the procurement of professional services is generally exempt from the requirements of competitive sealed bidding, all contracts for professional services including legal services shall be obtained in accordance with the following guidelines; with the exception of the Town Attorney who shall be chosen in accordance with Article III Section 305 of the Town Charter.
 - 1) A Request for Proposal (RFP) or Request for Qualifications (RFQ) shall be written for all requests for professional services (except as described in subsection 3 below) in excess of \$10,000. They shall be written in such a manner as to describe the requirement to be met, without having the effect of exclusively requiring a proprietary product or service, or procurement from a sole source, unless approved in accordance with the requirements of this Article.
 - 2) When the scope of work is less precise, the preferred method of obtaining professional services shall be through the use of competitive negotiation. The process used for the solicitation of proposals shall assure that a reasonable and representative number of vendors are given an opportunity to compete. The Town Manager may limit the number of qualified vendors considered and may approve solicitation by invitation or public notice.
 - 3) In accordance with Article III Section 305 (C) of the Town Charter, the Town Manager with the approval of the Town Council may obtain special legal services other than the Town Attorney. In obtaining those services the Town Manager may consider in addition to hourly rate, the reputation, character and integrity of the firm, the quality of performance on previous contracts and services to the Town, the ability of the firm to provide these services over an extended period, and the ability, capacity, experience, skill and judgment of the attorneys performing the service.
 - 4) The award of a professional services contract shall be done in a manner designed to obtain the best possible value to the Town and with consideration of the factors listed in **Subsection D** of this Ordinance titled "Award of Contract".
 - 5) Professional services are defined as:
 - a) work requiring knowledge of an advanced type in a field of study and which frequently require special credentialing, certification or licensure. Such areas include but are not limited to engineers,

architects, appraisers, medical service providers, consultants, actuaries, banking services, legal, or;

- b) work that is original and creative in character in a recognized field or artistic endeavor or requires special abilities and depends primarily on a person's invention, imagination, or creative talent. Such fields or artistic endeavor include but are not limited to the following: health & fitness, cultural arts, crafts, ice skating, specialty area instructors; and
 - c) work that requires consistent exercise of independent discretion and judgment to perform according to their own methods and without being subject to the control of the Town except as to the result of the work.
 - d) professional service providers shall not be dependent on the Town as their sole client, and must be clearly considered an independent contractor as opposed to an employee as defined by State and Federal laws, regulations, and court decisions.
- 6) On behalf of the Town, the Town Manager ~~or the Purchasing Agent~~ shall have the authority and responsibility to execute professional service contracts in excess of \$10,000.
- J) **Custody of Contracts.** All contracts for goods, contractual services and professional services to which the Town is a party shall be kept in the office of the Purchasing Agent and shall be under the care and custody of the Purchasing Agent unless the Purchasing Agent has delegated the authority to take custody of such a contract to another Town official in accord with subsection B of this section, All other contracts to which the Town is a party or to which any officer or board, bureau or commission of the town, acting in behalf of the Town, is a party shall be kept on file in the Town Clerk's office and shall be under the care and custody of the Town Clerk. When any officer, board, bureau or commission of said Town shall require any original contract in which the Town is interested, as aforesaid, the contract shall not be taken from the Town Clerk's or Purchasing Agent's office until such officer, board, bureau or commission has given a receipt therefore, and a copy of such contract shall be filed with the Town Clerk or Purchasing Agent, as soon as the same can be made. The above provisions shall not apply when any such contract is needed for temporary use in the town building and is returned on the same day that it is taken.

General comments (from G. Nesbitt):

It is essential that final authority does not rest with an appointed employee. This practice has the potential to allow personalities, friendships, personal problems, etc. to influence the obtaining of goods and services at the detriment of the public good and to other town employees. It is best management practice to have the person (Town Manager) who is appointing the Purchasing Agent to have review and veto authority if needed over the Purchasing Agent's major decisions. The Council relies on the Town Manager to provide the necessary oversight of all employees performing all functions.

Best management practices require that all services contracted with other independent agencies be defined in contracts and referenced in the Purchasing agreement.

It is best management practice for contractors for goods and services and professional contractors to be required to have current billing. Delayed billing impacts budgeting with the requirement to add accrued line items as well as the inability to adequately monitor specific charges incurred and billed at a later time.

Questions:

1) Does the Town provide purchasing functions for Region 19? If so, the contract needs to be referenced and guidelines included in this document.

Charter: (For reference only)

C506 B, (1) © The Town Council shall establish, by ordinance, procedures regarding the procurement of goods and services.

Purchasing Agreement draft:

Sec. # B.

This Ordinance shall apply to the purchase of all supplies, materials, equipment and other commodities and contractual services and construction (hereafter referred to as "products and services" required by any department, agency, board or commission of the Town, irrespective of the source of funds, except the purchase of specialized goods and contractual services for the purpose of instruction for the Mansfield Board of Education as defined in contractual agreements between the Town and the Mansfield Board of Education. Nothing herein contained shall be construed to prevent the Director of Finance from serving, to the extent defined in the contractual agreements between the Mansfield Boards of Education, as the Purchasing Agent for all requirements of the Board of Education.

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Section 4: Solicitation and award procedures.

A. As provided in the Town Charter the Director of Finance shall serve as the Purchasing Agent for the Town, and shall be responsible for the procurement of all products and services for the Town. Subject to the limitations set forth in the Charter and in section 1B of this Ordinance, the Purchasing Agent shall have the authority to approve all contract specifications, prescribe the method of source selection to be utilized in the

procurement of all products or services, award all contracts for products and services based on a determination of the bidder who offers the best value to the town not to exceed a total value of \$10,000. For purchases of total value exceeding \$10,000, the Town Manager must sign off on the purchase. The Purchasing Agent shall have the authority necessary to enforce the purchasing provisions of the Charter and these Rules. In addition, the purchasing Agent shall have the following specific duties:

~~Deleted:~~
~~Deleted: and~~

6) Have the discretion and authority (in appropriate instances-~~delete or define~~), with the concurrence of the Town Manager, to declare vendors to be irresponsible bidders and to disqualify them from receiving any business from the Town;

~~Deleted:~~

7) To cancel, in whole or in part, an invitation to bid, a request for proposals, or any other solicitation, or to reject, in whole or in part, any and all bids or proposals when to do so is in the best interests of the Town upon concurrence of the Town Manager;

(does this refer to stopping the process once it is started? Does it include purchases being made upon authorization of the Council through the budget appropriations or special authorizations?)

B) Delegations to Other Town Officials: With the approval of the Town Manager, the Purchasing Agent may delegate any portion of the authority to purchase certain product and services to other Town employees, if such delegation is deemed necessary and appropriate for the effective and efficient operation of Town government and for the procurement of those items. The Person to whom such authority is delegated shall be responsible for complying with the requirements of the Charter, this ordinance and any rules or regulations which may exist relating to the execution of the procurement process. The Purchasing Agent may revoke such delegation at any time, with approval from the Town Manager. The employee to whom the responsibility was revoked may appeal the Purchasing Agent's decision to the Town Manager.

~~Deleted: The Purchasing Agent may revoke such delegation at any time~~

C) Methods and Source Selection:

15. All contracts for goods and services must include a current billing requirement (monthly or quarterly) and a penalty for noncompliance as determined by the Purchasing Agent.

D) Award of Contract: Contracts shall be awarded, by the Purchasing Agent, subject to the limitations in Section 4 (A), to the vendor who offers the best value to the Town. The Finance Committee shall be advised in the next quarterly financial report when the Director of Finance awards a contract for goods or services (but no professional services as defined in Section 1) other than by competitive sealed bid in accordance with Article V, Seton 506B(1)© of the Town Charter.

~~Deleted:~~
~~Deleted: provided that t~~

(Notification of the finance committee would occur after the awarding of the contract, so the awarding of the contract can not be dependent upon notification of the finance committee unless the finance committee/Council has authority to override the awarding of the contract)

E) Common Specifications and Standards:

1) In accordance with this ordinance, all of the town's departments, agencies, boards and commissions (including the Board of Education) shall work together with the Purchasing Agent to identify common needs and establish standard specifications for the purchase of goods and contractual services which are commonly used by more than one department, agency, board, or commission. Furthermore, the Mansfield Board of Education through contractual agreements will be encouraged to subscribe to these criteria.

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(without a contractual agreement, appears impossible to enforce these with the Board of Education)

I) Professional Services:

6) The Town Manager or the Purchasing Agent shall have the authority and responsibility to execute professional service contracts on behalf of the Town. All Professional Service Contracts in excess of \$5,000 require the signature of the Town Manager.

7) All Professional Service Contracts must include a current billing requirement (monthly or quarterly) and a penalty for noncompliance as determined by the Purchasing Agent.

MEMORANDUM

Town of Mansfield
Department of Finance
4 So. Eagleville Rd., Mansfield, CT 06268



To: Matthew Hart, Town Manager
From: Jeffery H. Smith, Director of Finance 
Date: April 9, 2009
Re: Purchasing Ordinance

In response to your comments and Gene's concerning the proposed purchasing ordinance, I am providing the following additional information and clarifications.

1. First, it is important to note that the Town of Mansfield does not have a purchasing agent separate from the Director of Finance. Our current procedures are best described as decentralized. That is to say the individual department heads, school principals, etc., contract for routine goods and services within their areas of control. For example, the Director of Public Works will contract for street lining or the purchase of road salt, and the Director of Maintenance will contract for cleaning supplies and monitoring services. Nearly all of these purchases are off of state bids or through purchasing cooperatives. Purchases of a non-routine nature where the Town will actually seek bids or quotes are somewhat more complex and will often involve one or more meetings with the Director of Finance. Purchases that will impact large sections of the government will involve a committee of the major stake holders. For instance, the purchase and installation of a new phone system involved members of the IT Department, Finance Department, Voice Communications, and Public Works Department and at various times the Library and all of the Town's schools and the High School. We also used the services of our IT consultant and a phone consultant. The time spent between conception and installation was approximately one year. And, finally, major construction projects will usually be overseen by a building committee made up of elected officials, community members, and staff. The final step in any purchase outside of a competitive sealed bid must have a completed and signed Source Selection Document before it can go forward.
2. Purchase Orders or vouchers for payment of goods and services are audited and approved for payment in the Finance Department only when signed by an individual with the authority to authorize a purchase. The Director of Finance reviews all payments over \$5,000 of a non-routine nature.
3. The only purchasing currently being initiated within the Finance Department is for energy.
4. All of the Town's employees are appointed either by the Manager or in the case of the Manager by the Town Council. That is the essence of our form of government. The statement in Gene's general comment that final authority should not rest with an appointed employee because personalities, friendships, or personal problems have the potential to influence their decision making to the detriment of the town would require an elected official to make these decisions. That stands the Charter and the Town Manager form of Government on its head. Moreover, I have seen no objective evidence in my nearly 40 years in local government to validate this assumption. Finally, the Finance Department is the watchdog in this case not the other way around.

5. As a practical matter the government for the Town of Mansfield is not a huge sprawling bureaucracy. The Manager sees his department heads on a daily basis and impromptu meetings for guidance on decision making are routinely sought and given.
6. I agree that current billing is more convenient, but I do not agree that it rises to the level of importance that it demands to be addressed in an ordinance. It is bad practice to enact laws to deal with minor irritations. I see no benefit to the Town of Mansfield in creating a set of procedures and actions over an occurrence that rarely happens. In fact, I am more concerned with the law of unintended consequences if we were to make too much of this anomaly. Staff time needs to be focused on ensuring that we do not over pay or pay before we receive the goods and services not the other way around. Remember, we have their money and it is invested to our benefit not theirs.
7. Region 19 has their own purchasing policies and does most of their own purchasing. The Town only gets involved in capital projects and energy. It is important to note that the Region has a major impact on the Town's budget, any expertise that the Town has in helping to keep their costs down accrues to the benefit of the Town. The current agreement will need to be reauthorized after 6/30/09. If changes are warranted they can be addressed at that time.
8. Section B ...I see no benefit in formalizing our current arrangements with the MBOE in a written document. The Mansfield Board is not a separate corporation similar to the Regional Board.
9. Section 4: Solicitation and Award Procedures: I don't believe it is a wise use of the Manager's time to make him/her into the defacto purchasing agent anymore than we should make him/her into the Public Works Director or the Fire Chief. The Manager is the town's CEO. He meets with his department heads on a regular basis. He or she should have as little operational control over day to day functions as is reasonably possible. Moreover, the Charter assigns to the Department of Finance the oversight (control) over expenditures. That includes expenditures originating within the Manager's Office. Controls over expenditures originating within the Finance Department itself are controlled by the separation of duties.
10. C) Methods and Source Selection: As stated in # 6 above this would have the perverse effect of raising prompt billing by vendors to the same level of importance as the internal audit function. Why? Our worst offender in delayed billing was Hess Energy who over a period of 18 to 24 months failed to bill the town for tens of thousands of dollars in electrical use. We had their money and their electricity and when they finally straightened out their billing we paid them....slowly. They are no longer our supplier. We don't need a local law to deal with administrative functions.
11. D) In a Town Manager form of government Town Councils are generally not involved with awarding or overriding contracts. That is the responsibility of the Town Manager and his/her Director of Finance. As a practical matter, any Town Manager or Finance Director who wants to keep his job does not enter into major contractual agreements without discussions with the elected officials.
12. E1) Unlike nearly every other town in Connecticut, Mansfield town government and the Mansfield Board of Education have worked together cooperatively since the establishment of the council-manager form of government in the early 70's. Maybe it is something in the water that has caused this remarkable degree of cooperation to the public benefit, but I expect it is something more fundamental. I expect it is simply the result of mutual respect and trust that grows up between people of good will who are sincerely interested in the Town's best interest. A contract cannot change that dynamic.

Matthew W. Hart

From: Jeffrey H. Smith
Sent: Tuesday, May 05, 2009 12:54 PM
To: Matthew W. Hart; Cherie A. Trahan
Subject: FW: Purchasing

Follow Up Flag: Follow up
Flag Status: Orange

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

From: Helen/Koehn [mailto:hkoehn@yahoo.com]
Sent: Monday, April 27, 2009 9:00 PM
To: Carl Schaefer; Gregory Haddad; Bruce Clouette; Elizabeth Paterson; Matthew W. Hart; Jeffrey H. Smith; Leigh Duffy
Subject: Purchasing

A. The Purchasing Agent shall apply Environmentally Preferable Purchasing (EPP) meaning that purchasing products that have a reduced negative effect on human health and/or the environment when compared to similar products and services to the purchase of all supplies, materials, equipment and other commodities and contractual services, and construction, products and services, required by any department, agency, board or commission of the Town, irrespective of the source of funds.

TOWN OF MANSFIELD
BEST VALUE METHOD SOURCE SELECTION
(Purchases in excess of \$7,500.00)

ITEM DESCRIPTION AND AMOUNT:

VENDOR NAME:

SOURCE SELECTION METHOD:	Check
1. Competitive sealed bid	_____
2. Competitive sealed RFP	_____
3. Competitive negotiation	_____
4. Sole Source	_____
5. Internet Purchasing	_____
6. Cooperative Purchasing Plan	_____
7. Public Auction	_____
8. Professional Service	_____

What factors were used in awarding contract? Please circle each item:

1. The quality, availability, adaptability, and efficiency of use of the products and service to the particular use required;
2. The degree to which the provided products and services meet the specified needs of the Town, including consideration, when appropriate, of the compatibility with and ease of integration with existing products, services, or systems;
3. The number, scope, and significance of conditions or exceptions attached or contained in the bid and the terms of warranties, guarantees, return policies, and insurance provisions,
4. Whether the vendor can supply the product or service promptly, or within the specified time, without delay or additional conditions;
5. The competitiveness and reasonableness of the total cost or price, including consideration of the total life-cycle cost and any operational costs that are incurred if accepted;
6. A cost analysis or a price analysis including the specific elements of costs, the appropriate verification of cost or pricing data, the necessity of certain costs, the reasonableness of amounts estimated for the necessary costs, the reasonableness of allowances for contingencies, the basis

used for allocation of indirect costs, and the appropriateness of allocations of particular indirect costs to the proposed contract;

7. A price analysis involving an evaluation of prices for the same or similar products or services. Price analysis criteria include, but are not limited to: price submissions of prospective vendors in the current procurement, prior price quotations and contract prices charged by the vendor, prices published in catalogues or price lists, prices available on the open market, and in-house estimates of cost;
8. Whether or not the vendor can supply the product or perform the service at the price offered;
9. The ability, capacity, experience, skill, and judgment of the vendor to perform the contract;
10. The reputation, character and integrity of the vendor;
11. The quality of performance on previous contracts or services to the Town or others.
12. The previous and existing compliance by the vendor with laws and ordinances or previous performance relating to the contract or service, or on other contracts with the Town or other entities;
13. The sufficiency, stability, and future solvency of the financial resources of the vendor;
14. The ability of the vendor to provide future maintenance and service for the use of the products or services subject to the contract;

Professional services:

1. Work requiring knowledge of an advanced type in a field of study and which frequently require special credentialing, certification or licensure. Such areas include but are not limited to engineers, architects, appraisers, medical service providers, consultants, actuaries, banking services, or;
2. Work that is original and creative in character in a recognized field or artistic endeavor or requires special abilities and depends primarily on a person's invention, imagination, or creative talent. Such fields or artistic endeavor include but are not limited to the following: health & fitness, cultural arts, crafts, ice skating, specialty area instructors; and
3. Work that requires consistent exercise of independent discretion and judgment to perform according to their own methods and without being subject to the control of the Town except as to the result of the work.

4. Professional service providers shall not be dependent on the Town as their sole client, and must be clearly considered an independent contractor as opposed to an employee as defined by State and Federal laws, regulations, and court decisions.

REQUESTED BY: _____

APPROVED BY: _____

Attach to Purchase Order - Finance copy (green)



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MH*
CC: Maria Capriola, Assistant to the Town Manager
Date: May 11, 2009
Re: Regionalism

Subject Matter/Background

At the last meeting, the Town Council tabled this item.

As I understand the issue, the Council would like to discuss strategies for moving forward with regional initiatives, particularly the regionalization of local government services. One idea that was broached when this subject came up a few meetings ago is the notion of an ad hoc committee of council members who would be available to join me in conversations with potential service partners, including the University of Connecticut, and area towns and councils of government.

For your reference, I have attached the regionalism section from *Mansfield 2020: A Unified Vision* (strategic plan). Please also note that there are currently a number of bills pending at the General Assembly that concern regionalism and smart growth. To provide you with an overview, I have attached a communication from the Connecticut Conference of Municipalities (CCM).

Attachments

- 1) Excerpts from *Mansfield 2020: A Unified Vision*
- 2) CCM re: Smart Growth-related Proposals



MANSFIELD 2020: A UNIFIED VISION

Regionalism

Mansfield is a leader in developing regional strategies for addressing common concerns such as public works and infrastructure, public health and safety, education, economic development, transportation, natural resources, housing, health and recreation. Shared resources and expertise and other cooperative efforts lead to economies of scale, preservation of resources, and improved quality of life.

Regionalism Action Items:

- Encourage town government to work with colleges and universities to develop regional initiatives
- Investigate the value of a regional school system (pre K—12) by working with surrounding towns and their respective school districts
- Create a structure to support regional development efforts for economic development, water, transportation, and housing



**Mansfield 2020: A Unified Vision
Strategic Plan
Action Plan: Regionalism**

BACKGROUND INFORMATION

A recent comparison of regional forms of government in Rhode Island and Massachusetts revealed several similarities. First and foremost, both states share a similar bias toward home rule. That is, local control makes government more responsive and allows for more flexible and innovative approaches to local problems. A review of regional efforts in Connecticut revealed some of the same bias. Second, and despite the desire to maintain home rule, what is beginning to show through is an inclination to share municipal services on a regional basis, due in large part to current economic conditions and the accompanying desire to control costs through regional efforts. Connecticut seems more inclined to regionalize services than either of these two neighboring states. In fact, the Connecticut legislature has already adopted legislation and offered financial incentives for towns to regionalize certain services. WINCOG has received some of this funding to regionalize GIS services, Economic Development and sharing of trail maintenance equipment.

One of the pressing issues regarding regionalism is determining the most cost efficient manner of implementing a regional service strategy that produces the most tangible benefit to both individual towns and the region. Unfortunately, previous state efforts to regionalize services (health districts, tourism districts, homeland security, workforce boards, regional education service centers) have resulted in a confusing overlay of regional districts rather than a common regional structure encompassing all service strategies (see attached map for comparison purposes). Further, whenever discussions are held about regionalizing one or more specific services, the discussants all too often redo or reinvent regional strategies rather than build on existing structures, which, of course, results in the overlapping service regions depicted in the accompanying map.

Clearly, regionalism is not a new idea, and pursuing conversations about it may make government more efficient and cost effective. Nonetheless, there are issues to address if such conversations are to be held, and we should proceed with caution. More importantly, if these conversations are to be held, and we would argue that they should be, Mansfield should concentrate on what currently exists, review what is pending, and not create a whole new layer of government. Finally, Mansfield needs to decide what role it should play in these conversations. The following information is intended to narrow the scope of this discussion and identify key elements that Mansfield should concentrate on now and into the future.

Initiatives Underway

As noted above, regionalization of services is not a new idea in Connecticut. Among the many efforts now underway are the following:

- Regional Performance Incentive Program by state legislature:
 - RPO's can apply for funds to create regional service sharing, economy of scale, etc., WINCOG has received \$418,000 in funds to create regional Economic Development, GIS and Trail Sharing Equipment
- Responsible Growth Initiative by State
 - Office of Responsible Growth in OPM

- Legislative subcommittees: Smart Growth Working Groups
 - Regional Efficiency
 - Economic Development
 - Land Use
 - Tax Policy
- Currently CRCOG has a Regional Purchasing Plan
- Mansfield and Coventry have agreements to share public works equipment
- Regional Health District
- Two Regional School Systems in area. Region 11 and 19
- RESC in area (EASTCONN)
- Homeland Security Regional Grant Program
- Willimantic Water Works supplies water to Mansfield
- Windham Region Transit District
- Eastern CT Workforce Investment Board
- Regional Chamber of Commerce
- Thames Basin Partnership (regional water issues group)
- Willimantic River Alliance (Stafford, Willington, Mansfield, Coventry, Willimantic)

New Directions

The following are identified as key areas to concentrate on in regard to regionalism:

1. Encourage Town Government to work with Colleges and Universities to develop Regional Initiatives.
 - a. Invite UConn, ECSU and QVCC to a **forum** to discuss regionalism
- Comment: WINCOG has this as a deliverable in its RPIP Regional Economic Development Proposal. Since Water and Land Use and housing are connected, it might be possible to expand this forum.*
- b. Create MOU among all parties
 - c. Utilize technology to report on-going progress regarding regional initiatives
2. Investigate the value of a regional school system (pre k-12) by working with surrounding towns and their respective school districts
 - a. Create Study Group to investigate feasibility

Comment: What if the RESC played a bigger role in this effort? Could EASTCONN be the enabler and provider of full service education?

Comment: Mansfield is an appropriate opinion leader in the area of further development of a regional approach to education.

3. Create a structure to support regional development efforts:
 - i. Economic Development
 - ii. Water
 - iii. Transportation
 - iv. Housing

Comment: The creation of a new structure may not be what's needed. There are regional agencies already formed concerning water and transportation and new efforts are underway for

Economic Development. It may be that Mansfield (and WINCOG) plays a lead role in bringing these entities together. We need to remember that Mansfield's goals may differ from those of other towns.

- b. Investigate possibility of regional water authority
- c. Work with WRTD, UConn and surrounding towns to expand transportation system

Comment: A Transportation Consortium led by the Eastern Workforce Investment Board, and including all 3 COG's and 3 Transit Districts in Eastern CT meets bi-monthly with DOT. Oversees funding from DOT, Governor's Initiative, Etc. Comprises all 43 towns in Eastern CT

- d. Invite towns to join with Town Housing Authority, 10 Year plan to end homelessness, Coalition to End Homelessness to develop goals/objectives

Recommendations

It has become clear that Regionalism currently exists on two levels: 1) from a true regional perspective of the nine WINCOG towns and 2) the role of regionalism as it relates to the town of Mansfield. In addition, there are several overarching issues which have a direct impact on Mansfield and the region as a whole: education, water resources, economic development and tourism.

To address these issues and the idea that there are two levels of Regionalism, we recommend the following:

- 1) The Town of Mansfield commission a Task Force on Regionalism, and**
- 2) The town should also commission a "Position Paper" on regionalism and its implications for the tax base in Mansfield.**



April 17, 2009

TO: CCM Legislative Committee
FROM: Ron Thomas
RE: Smart Growth-related Proposals

Smart Growth Working Group proposals:

HB6585 (File 457) Would allow two or more municipalities to enter into agreements to “promote regional economic development” and share 50% of revenue from such development. It would also allow municipalities that enter into such agreements to receive 1% of the sales tax that occurs from transactions in such municipalities.

(The Finance Committee has passed sHB 6561, which would dedicate \$50 million in state sales tax revenue for a new regional cooperation block grant. The Committee also passed \$50 million in bonding to encourage regional cooperation.)

HB 6469 (File 450) Would require UConn to conduct (a) a tax incidence study, (b) build out analysis and (c) statewide geographic information system (GIS) mapping system, within available appropriations.

HB 6463 (File 334) Would require that regional planning agencies (RPAs) include municipal chief elected officials or their appointees.

HB 6589 (File 338) Would establish a land use docket within the courts system.

HB 6465 (File 557) Would allow the Transportation Strategy Board (TSB) to (1) develop a capital plan that incorporates smart growth and (2) submit to the State Bond Commission a statement on the extent to which transportation capital projects incorporate smart growth principles.

HB 6588 (File 337) Would, among other things, require UConn to develop a curriculum and to train local land use officials on state land use laws and regulations.

HB 6464 (File 551) Would require the **Interagency Responsible Growth Steering Council** to **review various land use grant applications**, to determine if such applications are consistent with smart growth principles, as defined, presumably, in H.B. 6467. Applications will not be accepted and grants would not be allocated unless such applications are "consistent with the principles of smart growth."

HB 6467 (File 549) Would, among other things: (1) establish a **statutory definition for "principles of smart growth"** as: " standards and objectives that support and encourage smart growth when used to guide actions and decisions, including, but not limited to, standards and criteria for (A) integrated planning that coordinates tax, transportation, housing, environmental and economic development policies at the state and local level, (B) the reduction of reliance on the property tax by municipalities by creating efficiencies and coordination of services on the regional level while reducing interlocal competition for grand list growth, (C) the redevelopment of existing infrastructure and resources, including brownfields and historic places, (D) transportation choices that provide alternatives to automobiles, including rail, bikeways and walking, while reducing energy consumption, (E) the development or preservation of workforce or affordable housing for households of varying income in locations proximate to transportation, employment centers or other eligible locations, (F) concentrated, mixed-use development around transportation nodes and civic and cultural centers, and (G) the conservation and protection of natural resources by preserving open space, farmland and historic properties and furthering energy efficiency";

(2) **require that the state plan of conservation and development incorporate smart growth principles**, as defined in the bill; and

(3) **require that smart growth provisions in local plans of conservation and development are consistent with those of the state plan.**

HB 6466 (File 449) Would require **municipal and state agencies to allow applicants the ability to provide preliminary comments on "projects of regional significance"**, summaries of the review process of the agency, and an opportunity for such applicants to discuss such projects with the municipality through regional planning agencies (RPOs).

Other:

HB 6561 As amended by the Finance Committee, would, among other things, **dedicate \$50 million from the state sales tax revenue to fund regional capital costs and services or other cost-saving programs.** Would also establish a new \$50 million **"regional block grant"** to encourage

municipal cooperation (FY 09-10). This is the Finance Committee's alternative to Governor Rell's regional incentive proposals (also \$50 million). *Combined, the Committee would thus provide \$100 million in regional incentives.*

- SB 384 (File 532) Would establish a **"municipal collaboration program"** wherein **two or more municipalities could enter into agreements** regarding, among other things, capital improvements, energy savings efforts, shared services, health insurance pooling, highway maintenance, special education, transit-oriented development and joint economic development. Under the proposal, the **Office of Policy & Management would provide unspecified grants-in-aid to towns and cities for such joint projects.**
- HB 6595 (File 571) Would **postpone submission of the State C&D Plan for two years.** The Plan should be postponed until improvements can be made in the way in which information is gathered from municipalities and regions.
- HB 6586 (File 458) Would create state-local **economic development teams** -- including appropriate state agencies, regional and municipal officials -- to work jointly and simultaneously on permit applications for development projects (1) located on contaminated land or (2) that create a specified number of jobs. Municipalities would be mandated to hold workshops and hearings on expedited hearing processes.
- SB 1038 (File 306) Would require the **Department of Economic Development (DECD) to conduct a study of "economic development programs impacting local government"**. The commissioner of DECD must submit the results of the study to the Planning & Development Committee by January 1, 2010.
- SB 888 (File 234) Would encourage the creation of **regional economic development districts** to dovetail with a statewide economic strategic plan to be created by the state Department of Economic and Community Development.
- SB 735 (File 394) Would require that **1% of DOT infrastructure funding go toward for creating and improving bicycle and pedestrian access**, except under certain specified circumstances.
- HB 6097 (File 314)
SB 1106 (File 460) Would attempt to increase the ability of municipalities and others to **remediate brownfields**. However, some provisions of these bills may hamper such goals.
- HB 5254 (File 439) Would **extend the period by which developers may complete ongoing projects**, depending on which land use approval process is used.

-over-

Governor's proposal:

HB 6387 (File 332) Would allow State Small Town Economic Assistance (STEAP) grants to be used jointly by multiple towns.

* * *

If you have any questions, please contact me at rthomas@ccm-ct.org or (203) 498-3000.

PAGE
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Item #6

**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *[Signature]*
CC: Maria Capriola, Assistant to the Town Manager; Gregory Padick, Director of Planning
Date: May 11, 2009
Re: WINCOG Regional Economic Development Plan

Subject Matter/Background

At the previous meeting, the Town Council tabled this item.

My understanding is that the Council wishes to discuss which area of town would be most appropriate for the electronic marketing kit to be prepared by AKRF as part of the WINCOG Regional Economic Development Plan.

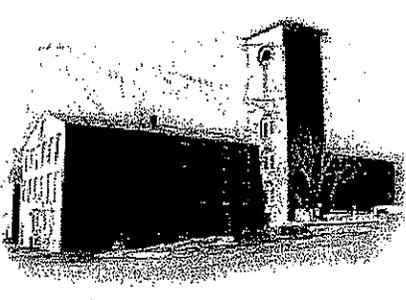
In talking with one of the principals from AKRF, he has informed me that this aspect of the project is flexible, and we could focus on a particular commercial area or prepare something more general for the town as a whole. A couple of commercial areas that have been mentioned for this purpose include the Four Corners and the Eastbrook Mall/Route 6 area.

Depending on how the Town Council wishes to approach this topic, a referral to solicit input from the Planning and Zoning Commission, Downtown Partnership and/or various advisory committees might be appropriate.

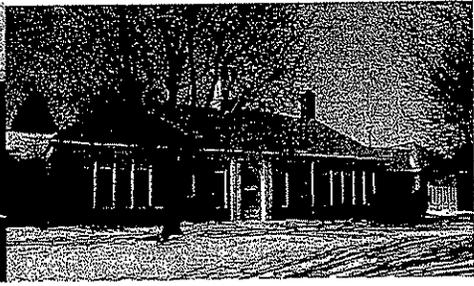
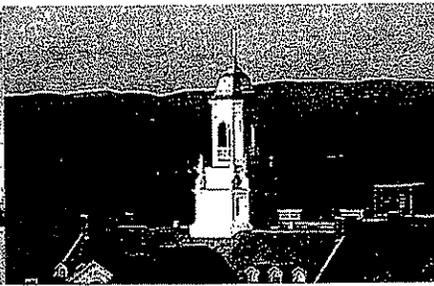
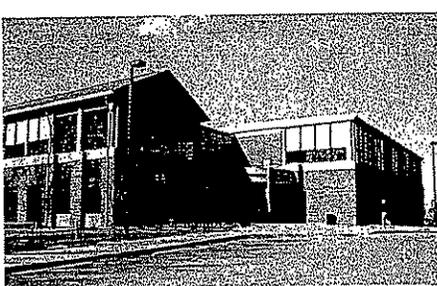
To facilitate your discussion, I have attached relevant excerpts from our Plan of Conservation and Development.

Attachments

- 1) Excerpts from our Plan of Conservation and Development



MANSTFIELD
PLAN OF CONSERVATION
AND
DEVELOPMENT
2006



moderate-income property-owners. Recently, a growing housing problem has arisen in Mansfield involving inappropriate occupancy and maintenance of rental single-family dwellings. The problem is particularly apparent in areas northwest of the University of Connecticut Storrs Campus, where numerous adjacent dwellings have been rented to student tenants. This situation, which often includes occupancies exceeding zoning standards, neighborhood impact issues and health and safety concerns, needs to be addressed through a combination of enforcement of appropriate regulations and initiatives to expand student housing opportunities and consideration of a Municipal Housing code.

4. Commercial/Industrial Land Use

The commercial and industrial land use components of this Plan of Conservation and Development provide a framework within which existing and future commercial needs of Mansfield residents can be met, the town's non-residential tax base can expand and new employment opportunities can be established. A variety of commercial land uses, including retail stores, personal service uses, restaurants and offices, exist within the town, with primary service locations along Route 195, near the University of Connecticut campus, and immediately north of Route 6 and the town of Windham. Smaller commercial districts are situated near historic villages and crossroads, and additional commercial services are provided in scattered locations where commercial sites were established prior to the town's adoption of Zoning, and in locations where home occupations or agricultural retail outlets have been authorized. Since 1993, there also has been an expansion of commercial services within the University of Connecticut campus.

Most of the town's existing commercial uses are situated within conforming zone classifications, which were refined in the 1990's, following the adoption of a Plan of Development update. Commercial development that has occurred within the last decade has been locationally consistent with Plan objectives and established Zoning. Through the implementation of recommendations contained in Part II of this Plan, the town hopes to continue the initiative to establish a pedestrian-oriented mixed-use "Downtown" adjacent to the University campus, to strengthen existing commercial areas at "Four Corners" and in the "East Brook Mall" area near the Route 6/Route 195 intersection, and to support appropriate complementary commercial growth within the University of Connecticut campus and in identified "neighborhood" areas that do not have existing or potential public infrastructure.

Although a number of mill-oriented industrial uses once existed in Mansfield, there are now no industrial uses in town, with the exception of the recently-renovated Kirby Mill on Mansfield Hollow Road, a stone and gravel-processing operation on Route 32, some private research uses that operate within the University of Connecticut campus and a few automotive-oriented uses. Mansfield's 1993 Plan provided information and support for a mixed-use research and development project entitled "Connecticut Technology Park." This project, which was planned on State-owned land immediately north of the UConn Storrs campus, is no longer viable and a majority of the project area has been integrated into the University's Master Plan as its "North Campus." The North Campus Master Plan includes potential research and development and accessory commercial uses, but the anticipated industrial/commercial use of this area will be significantly less than previously planned. The timing for new North Campus development is uncertain, but a roadway link to Route 44 is expected within the next 5 years and new development could occur within the same time frame.

The 1993 Plan also supported industrial development on 170 acres of privately owned land situated in southern Mansfield, between Pleasant Valley Road and Route 6. This

area, which is currently zoned "industrial park," is potentially served by public water and sewer systems, but does not have direct access to Route 6 or other roadways designed to handle significant volumes of traffic or use by heavy vehicles. Part II of this Plan includes a recommendation that areas south of Pleasant Valley Road from Mansfield City Road to areas abutting Mansfield Avenue be reclassified as Agriculture/Medium to High-Density Residential/Open Space with a refined list of permitted uses that promote preservation of important agricultural and open space areas and compatibility with neighboring agricultural and residential uses.

5. Public Land Use

a. General

All land uses involving public land or public buildings have a significant effect on a town's physical, economic and social character. This is particularly true in Mansfield, due to the high percentage of the town that is owned by the State of Connecticut, the Town of Mansfield and the Federal government. Within Mansfield's borders, approximately 4,000 acres, exclusive of roadways, or about 14 percent of the 29,175 acres in town, are owned by the State of Connecticut. Most of this land is managed by the University of Connecticut. The Town of Mansfield owns about 1,700 acres of land, exclusive of roadways, or about 6 percent of the town, and the Federal government owns about 1,700 acres of land, or about 6 percent of the town. A listing of all existing Town-owned land is included as Appendix E of this Plan. All of the Federally owned land is located in southeastern Mansfield and is associated with the Army Corps of Engineers-managed Mansfield Hollow Dam and associated 100-year floodplain areas. Few Connecticut municipalities have over 25 percent of their land in public ownership. For this reason, it is particularly important that all land uses on public land be consistent with goals and land use recommendations contained in this Plan and in State and regional land use plans. Land in public ownership is depicted on this Plan's Government Land Map (Map #15).

b. State and Federal Land Use

The University of Connecticut significantly influences the quality of life in Mansfield. The University is the town's major employer (about 1,200 residents were employed by the University in the Fall of 2004), and it provides extensive educational, cultural and recreational benefits to Mansfield residents. In the Fall of 2004, over 2,800 UConn alumni resided in Mansfield. The town's housing market, transportation patterns and local economy are associated directly with the University's operations. The University provides fire, police, transit and public works services, including sewer and water facilities to the Storrs and Depot campus areas. For the town and University to prosper jointly, it is essential that officials from both organizations continue to work together to address issues of mutual interest, including student housing, vehicular and pedestrian traffic, commercial development, including the "Downtown" initiative, and sewer and water service areas.

Since the adoption of the 1993 Plan of Conservation and Development, there have been significant land use changes at the University of Connecticut, and there will continue to be changes as the UConn 2000 program is further implemented over the next decade. From a land use perspective, it is particularly important that the University adopted a comprehensive land use plan in 1998, subsequently expanded the areas covered by the plan and is nearing completion on a 2006 Master Plan update. Current information on the University of Connecticut's Master Plan can be found at www.masterplan.uconn.edu. (See University of Connecticut Core Campus Map, [Map #16].)

PART II

LAND USE GOALS, OBJECTIVES AND RECOMMENDATIONS

A. GENERAL

Part II of this Plan provides, in an action-oriented format, listings of goals objectives and recommendations designed to implement the policy goals identified in Part I. The recommendations are based on the information contained or referenced in Part I. Particular attention has been given to recommendations contained in State and regional land use plans, Mansfield's 2003 Land of Unique Value Study and information provided individually or collectively through the town's various citizen committees by Mansfield residents who have participated in the Plan update process. Implementation of these recommendations will be dependent on many factors, including statutory and case law authority, fiscal viability and the receipt of new information. Implementation will take many forms, including the creation or refinement of zoning districts, zoning, subdivision and inland wetland regulations and Town Ordinances, capital expenditure decisions and, in some cases, referendum action. These recommendations must be continuously monitored and, as appropriate, periodically revised, to protect and promote the public's overall health, welfare and safety. Citizen volunteers must continue to play a vital role if Mansfield is to achieve the policy goals, objectives and recommendations cited in this Plan. It is noted that a number of the recommendations apply to multiple goals and objectives, and that, following many of the specific recommendations, background or rationale information (enclosed in parentheses) has been provided. It also is noted that important background information is contained within Mansfield's 1993 Plan of Development. This background information should be reviewed in conjunction with proposed amendments to Mansfield's Zoning Map or land use regulations.

B. SPECIFIC POLICY GOALS, OBJECTIVES & RECOMMENDATIONS

1. Policy Goal #1

To strengthen and encourage an orderly and energy-efficient pattern of development with sustainable balance of housing, business, industry, agriculture, government and open space and a supportive infrastructure of utilities, roadways, walkways and bikeways, and public transportation services

a. Objective

To address existing health or environmental quality issues and to encourage appropriately located higher-density development by expanding existing sewer and public water services where appropriate and considering appropriate community systems.

Recommendations

- Work with University of Connecticut, Town of Windham, Eastern Highlands Health District and State officials to plan, fund and construct appropriate expansions of existing sewer and water systems and to promote water conservation.

(This Plan's mapping of Medium to High-Density Residential, Medium to High-Density Age-Restricted Residential, Agriculture/Medium to High-Density Residential/Open Space, Planned Business/Mixed Use, Planned Office/Mixed Use, and Medium to High-Density Institutional/Mixed Use [see Map #22] should be used to help define potential sewer and public water service areas).

(Environmentally appropriate wellfield withdrawal capacities need to be established for the University of Connecticut's Fenton and Willimantic River

wellfields and, as necessary, additional public water for the University campus areas needs to be obtained from the Willimantic or Shenipsit reservoirs or other sources.)

- Support initiatives to document surface and groundwater quality and public health issues in the Four Corners area and to seek State and Federal funding to extend public sewer and water services to this area.
(This effort must be coordinated with the University of Connecticut and Eastern Highlands Health District and is of immediate importance. The University is finalizing plans to extend North Hillside Road to Route 44 and provide public utilities to undeveloped portions of "North Campus.")
- Work with State officials and Eastern Highlands Health District to consider, on a case-by-case basis, the authorization of community wells and community septic systems where soils, bedrock geology and groundwater characteristics are appropriate and the site location is consistent with the locational goals and objectives of this Plan.
(The appropriate utilization of community systems will help promote opportunities for affordable housing, age-restricted housing and cluster or open space designs consistent with goals and objectives cited in this Plan. Any change to existing policies regarding community systems will necessitate specific action by Mansfield's Water Pollution Control Authority (Town Council) and changes to existing zoning regulations.)

b. Objective

To encourage higher-density residential and commercial uses in areas with existing or potential sewer, public water and public transportation services and to discourage development in areas without these public services by refining Zoning Map and Zoning Regulations.

Recommendations

- Encourage, where public sewer and water services exist, higher-density commercial uses and, where appropriate, mixed commercial/residential uses in areas designated as Planned Business/Mixed Use and Planned Office/Mixed Use on this Plan's "Planned Development Areas" Map (Map #22).
(Land use regulations must include appropriate approval criteria that address health, safety, environmental impact and neighborhood compatibility issues.)
- Consider, under comprehensive approval standards, higher residential densities in areas served by sewers and public water systems.
- Refine existing zone classifications and regulatory provisions that recognize that this Plan's designated medium to high-density residential and planned commercial areas (see Map #22) have specific infrastructure capabilities and unique environmental and neighborhood characteristics.
(Individualized permitted use provisions should be refined for each designated area and regulatory approval criteria and associated design standards should take into account the specific character of each area. For example, contractor's storage, automotive repair and similar commercial uses are more appropriate in the Planned Business/Mixed Use area along Route 32 than in other designated Planned Business/Mixed Use areas or Neighborhood Business/Mixed Use areas. As another example, to be compatible with this Plan, medium to high-density residential developments in areas south of Pleasant Valley Road and located east and west of Mansfield Avenue need to be designed to preserve existing onsite

agricultural resources and be compatible with neighboring agricultural resources. This Plan recommends that at least fifty (50) percent of a project site in this area be permanently preserved as agricultural or open space land, depending on specific site characteristics.)

- Refine existing zone classifications, permitted use provisions and approval criteria for Neighborhood Business/Mixed Use classifications, as designated on this Plan's "Planned Development Areas" Map (Map #22), that are not served by public sewer and water services.
(Zoning policies for these areas should allow for continuation and appropriate lower-density expansions of existing commercial uses, but should discourage any significant intensification of commercial development or redevelopment that would result in inappropriate neighborhood impacts and undermine goals and objectives of this Plan. Many of the designated Neighborhood Business/Mixed Use areas are within historic village areas and are proximate to residential uses.)
- Encourage University of Connecticut officials to continue to provide and expand on-campus housing opportunities for students. Where student demand cannot be accommodated on campus, town and University officials should take appropriate actions to facilitate the development or redevelopment of student housing in areas proximate to the Storrs campus where sewer and water systems exist or may be extended.
(Consideration should be given to establishing a specific student housing-oriented zone classification with specialized permitted use provisions in areas northwest of the Storrs campus where existing student housing exists.)
(Potential impacts on neighboring residential areas need to be addressed carefully.)
- Refine existing provisions regarding non-conforming uses.
(Zoning policies for non-conforming uses, particularly commercial and higher-density residential uses, should allow for continuation and potential limited expansions, but should discourage any significant intensification that would undermine goals and objectives of this Plan.)
- Refine existing provisions regarding non-conforming lots.
(Zoning policies for non-conforming lots should be reviewed to ensure that existing lots can continue to be used in a reasonable manner consistent with the goals and objectives of this Plan. The residential zoning revisions proposed in this Plan will increase the number of non-conforming lots in Mansfield.)
- Consider regulation revisions or specialized zone classifications for designated aquifer protection areas and areas of potential public water supply.
(Mansfield's 2002 Water Supply Study, Windham and University of Connecticut water supply plans and other information available from the State Department of Environmental Protection or other agencies should be considered in determining whether added zoning protection is appropriate for existing and potential public drinking water supplies.) (See Map #10.)
- Consider Zoning Map revisions to promote consistency with this Plan's "Planned Development Areas" designations (Map #22) and goals and objectives of this Plan. It is emphasized that some rezonings may not be appropriate until infrastructure improvements are implemented or until a specific development proposal is submitted for approval. The following zone classification revisions should be considered:

- Rezone areas classified in this Plan as low-density residential to a Rural Agricultural Residence-90 zone.
(Consideration should be given to excluding areas of existing one-acre lot development.)
(Areas of potential rezoning include land currently zoned R-40, RAR-40 and RAR-40/MF)
(See Goal #2, Objective a recommendations for more information)
- Rezone areas noted below which are depicted in this Plan as medium to high-density residential and/or medium to high-density age-restricted residential to a Design Multiple Residence zone, Age-Restricted Residential, or another zone classification consistent with the goals and objectives of this Plan.
(Areas of potential rezoning include land east of Route 32 and south of Route 44, land east of Cedar Swamp Brook and south of Route 44, land east of Hunting Lodge Road, land east of Maple road and south of Route 275, land north of Route 44 and east of Cedar Swamp Brook, land south of Puddin Lane and land south of Pleasant Valley Road and located east and west of Mansfield Avenue.)
(Consideration should be given to maintaining or enacting a Low-Density Residential zone classification in these areas until an application for a specific higher-density residential development is submitted in conjunction with an application for a higher-density zone classification.)
(The existing Industrial Park zoning district south of Pleasant Valley Road is no longer considered appropriate, due to access limitations, agriculture, aquifer and wetland characteristics, site visibility, neighboring agricultural and residential uses and other goals and objectives of this Plan.)
- Rezone areas noted below which are depicted in this Plan as Medium to High-Density Age-Restricted Residential to a new zone classification that promotes appropriate housing opportunities for individuals age 55 or over.
(Areas of potential rezoning include land north of Route 44 and west of Cedar Swamp Road and land west of Maple Road and south of Route 275.)
(Consideration should be given to maintaining or enacting a Low-Density Residential zone classification in these areas until an application for a specific higher-density residential development is submitted in conjunction with an application for a higher-density zone classification.)
- Rezone areas along North Eagleville Road and King Hill Road from Planned Business to a less intensive commercial classification.
(Mixed commercial/residential uses, multi-family housing and institutional uses associated with the University of Connecticut are considered appropriate in this area, but more intensive commercial uses would be incompatible with the Plan's objective of encouraging higher-density commercial uses in the nearby Planned Business areas designated in this Plan.)
- Rezone areas situated west of Route 195 and south of Route 44 and designated as the University of Connecticut's "North Campus" to an Institutional classification.
(The current Research and Development/Limited Industrial is no longer appropriate, due to current University ownership.)
- Rezone areas east of Route 32 and south of Cider Mill Brook to a Planned Business classification.
(This rezoning would result in a more uniformly-configured commercial area.)

- Rezone areas east of Route 195 between Riverview Road and the Windham Water Works as a Planned Office zone or, subject to use restrictions that will minimize neighborhood impacts, a Planned Business zone.
(Mixed residential/commercial and other lower-intensity commercial uses may be appropriate in this area subject to consideration of noise and other neighborhood impacts, but any rezoning of this area should be done in conjunction with a development project for the entire area, and not on a lot-by-lot basis.)
- Rezone areas along Route 195 proximate to Dog Lane and the Storrs Post Office road to a special “Downtown” design district.
(See Goal #1, Objective c Recommendations for more information.)

c. Objective

To encourage mixed-use developments, such as the Storrs Center “Downtown” project, in areas with existing or potential sewer and public water.

Recommendations

- Upon approval of the pending Storrs Center Municipal Development Plan, action will be needed to establish a new special Design District zoning classification and to incorporate into the Zoning Regulations related design standards and approval processes.

(A Municipal Development Plan has been prepared for a mixed-use Storrs Center Downtown project and, upon resolution of remaining planning and construction details and the issuance of required permits, construction is expected to begin in 2006. This project, which includes new commercial and multi-family housing development and civic improvements, is expected to directly and significantly promote all four policy goals of this Plan. The Storrs Center Municipal Development Plan has been reviewed by the Planning and Zoning Commission and is in accord with this Plan of Conservation and Development. More information about the Storrs Center Downtown project is available under Downtown Partnership at www.mansfieldct.org.)

(Other priority mixed-use development areas are situated in the Four Corners and East Brook Mall Planned Business areas and the King Hill Road Neighborhood Business area. (See Map #21.) Similar Special Design District zoning regulations should be considered in these areas.)

(Special Design District provisions will need to address permitted uses, traffic, parking, drainage and infrastructure issues, neighborhood impact issues and design standards for buildings and associated site improvements.)

(To be consistent with this Plan, the Storrs Center Downtown project and the other identified mixed-use development areas shall be designed to promote and encourage human interaction and pedestrian usage. The scale (the size relationship of a structure or improvement to the site and people who use it) and the mass (the size or bulk of a structure or improvement) of new buildings and improvements in new design district shall be consistent with this objective and be compatible with the character of each subject site and neighborhood, as well as the New England region.)

d. Objective

To promote the public’s health, safety and convenience, to protect and enhance property values, to protect Mansfield’s natural and manmade resources and to promote other goals and objectives contained in this Plan by strengthening land use

regulations, particularly permitted use provisions, application requirements and approval standards.

Recommendations:

- Refine existing land use regulations to ensure appropriate review of specialized or more intensive land uses that have the greatest potential for traffic, environmental or neighborhood impact or emergency services issues.
(Examples include multi-family housing projects, larger subdivisions, commercial and industrial uses, gravel removal or filling operations, telecommunication tower installations and uses in Flood Hazard zones.)
- Refine existing permitted use provisions in the Zoning Regulations and associated approval criteria and permit processes to ensure that all permitted uses are compatible with the goals, objectives and recommendations contained in this Plan, and that appropriate review and approval standards are in place for each permitted use.
- Refine existing zoning and subdivision regulations regarding site development, drainage, erosion and sediment control, landscaping and buffering, signage, lighting and parking to ensure that appropriate standards are in place to promote the goals, objectives and recommendations contained in this Plan.
(Site development and erosion and sediment control provisions should be reviewed with respect to best management practices and stormwater management guidelines prepared by Federal and State agencies. A concerted effort should be made to minimize the impervious surfaces.)
(Parking requirements should be reviewed with respect to recent studies by the Institute of Traffic Engineers, the Urban Land Institute and the American Planning Association, to ensure that adequate but not excessive numbers of parking spaces are provided for land use developments.)
(Landscaping requirements should be reviewed with respect to controlling species that may be invasive.)
(Lighting requirements should be reviewed to ensure that site lighting is the minimum needed for safety and security purposes and to emphasize the prevention of undesirable illumination or glare above a site or beyond a site's property lines.)
- Refine existing architectural and design standards and flexible dimensional provisions to address goals, objectives and recommendations contained in this Plan.
(Where appropriate due to specific analysis, individualized design standards should be incorporated in the Zoning Regulations. Examples include the Storrs Center Downtown project, the Four Corners area, designated historic districts and other historic village areas.)
- Refine existing zoning regulations regarding home occupation uses to continue existing policies of allowing accessory commercial uses in residential zones that do not create excessive traffic, noise or other inappropriate neighborhood impact.
- Consider zoning revisions to encourage and require, where legally appropriate, the use of "Leadership in Energy and Environmental Design (LEED) standards for new buildings and site work.
- Refine existing land use regulations that encourage and require, where legally appropriate, layout designs that promote solar access and energy-efficient developments.

e. **Objective**

To achieve an integrated intermodal transportation network by encouraging road, walkway, bikeway and public transportation services in areas with existing or potential sewer and public water and appropriately expand and maintain all elements of the town's transportation system.

Recommendations:

- Work with the Windham Regional Transit District, University of Connecticut and State officials to continue, expand and promote public transit services, particularly to areas served by existing or potential sewer and water systems.
(See Appendix L for a listing of transportation improvement needs.)
- Continue to fund, with State and Federal assistance whenever available, public transit amenities and pedestrian and bicycle improvements, particularly in areas served by existing or potential sewer and water systems.
(Priority areas include the Storrs Center Downtown area and areas proximate to the UConn Campus, including the Four Corners and King Hill Road commercial areas and the East Brook Mall commercial area.)



Middle Turnpike Bikeway

- Refine existing land use regulations to ensure that all higher-density residential projects and all commercial projects are designed to promote pedestrian and bicycle use and, where locationally appropriate, public transportation opportunities.
(All higher-density residential and commercial developments should provide or reserve space for bus stops, bus shelters, sidewalks/bikeways, bicycle racks, bicycle lockers and other amenities that will promote public transportation and pedestrian and bicycle traffic. High-priority locations include the Storrs Center Downtown and Four Corners and East Brook Mall commercial areas.)
- Refine land use regulations and Public Works standards and specifications for new roads and driveways to help ensure that new developments have appropriate access with minimal impact on natural and historic resources and roadside character.

(Existing provisions should be reviewed with respect to roadway and driveway widths, sightline requirements and the use of common driveways to minimize curb cuts. This is particularly important along town-designated Scenic Roads.)

- Continue to maintain the town's existing public transportation, roadway, bridge and sidewalk-bikeway system and, as funding allows, implement improvements that promote goals, objectives and recommendations contained in this Plan. (See Appendix L for a 2005 listing of transportation improvement needs (public transportation and associated commuter parking facilities, streets, bridges and sidewalk-bikeways.)
- Continue to implement, on a location-by-location basis, speed humps, roundabouts and other traffic-calming improvements designed to reduce vehicular speed. (Guidelines should continue to require neighborhood notification and support and coordination with emergency service providers.) (Particular attention should be given to village areas identified in this Plan.)
- Continue to work with the University of Connecticut to encourage roadway, walkway/bikeway/ parking and public transportation improvements that serve areas proximate to the campus. (Priority projects include new arterial road/bikeway connections from Routes 44 and 275 to the core campus, a new South Campus parking garage, and implementation of an on-campus bicycle improvement plan.)
- Continue to publicize and promote bicycle usage in town, particularly along Town-designated and delineated bicycle routes. (See Map #18 for mapping of Mansfield's designated bicycle routes.)

2. Policy Goal #2-

To conserve and preserve Mansfield's natural, historic, agricultural and scenic resources with emphasis on protecting surface and groundwater quality, important greenways, agricultural and inferior forest areas, undeveloped hilltops and ridges, scenic roadways and historic village areas.

a. **Objective**

To protect natural resources, including water resources, geologic/topographic resources and important wildlife habitats and plant communities, by refining the Zoning Map, land use regulations and construction standards, considering new municipal ordinances and capital expenditures, and considering other actions

Recommendations:

- Revise Zoning Map to classify areas designated as low-density residential on this Plan's "Planned Development Areas" Map (Map # 22) as Rural Agricultural Residence 90-Residence. (A residential density based on one dwelling per 90,000 square foot lot is considered appropriate, due to the lack of public sewer and water systems, physical limitations due to Mansfield's soils, wetland and watercourses, steep slopes and bedrock characteristics, the need to protect the watersheds of the Willimantic Reservoir and public drinking water wellfields, the need to protect existing and potential agricultural land, the desire to protect existing hilltops and ridge lines and recommendations contained in Mansfield's Land of Unique Value Study, the Windham Region Land Use Plan and the State Policy Plan for Conservation and Development.)



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant to Town Manager; David Dagon, Fire Chief;
John Jackman, Deputy Chief/Director of Emergency Management;
James Kodzis, Resident State Trooper Supervisor
Date: May 11, 2009
Re: Proclamation in Recognition of Emergency Services and Public Safety
Personnel

Subject Matter/Background

Once again, our Emergency Services and Public Safety staff did an excellent job in responding to the events of the recent University of Connecticut Spring Weekend. We truly could not respond effectively to this weekend without their talents and expertise.

The Council has requested an opportunity to publicly thank the volunteer and paid staff for their efforts, and we have prepared the attached proclamation to that effect. We will hold a short reception at Tuesday's meeting to allow the Council to issue the proclamation and to acknowledge our personnel.

Recommendation

The following motion is suggested:

Move, effective May 11, 2009, to authorize the Mayor to issue the attached Proclamation In Recognition of Emergency Services and Public Safety Personnel.

Attachments

- 1) Proposed Proclamation In Recognition of Emergency Services and Public Safety Personnel



Town of Mansfield

Proclamation in Recognition of Emergency Services and Public Safety Personnel

Whereas, the University of Connecticut held its annual Spring Weekend event from Thursday, April 23, 2009 through Sunday, April 25, 2009; and,

Whereas, emergency services and public safety personnel from the Town of Mansfield, the State of Connecticut and area communities served the community with compassion and performed their duties with honor and distinction;

Whereas, these entities worked tirelessly and effectively throughout the weekend to prepare for and respond to activities that are not sanctioned by the university or the community and pose a threat to public safety;

Whereas, the town has received numerous positive comments from students, the university and the general public regarding the efforts of the emergency services and public safety personnel who assisted the community during Spring Weekend 2009; and

Whereas, the Mansfield Town Council wishes to express its appreciation to the Mansfield Fire Department, the Mansfield Resident Trooper's Office and the Office of Emergency Management, as well as all of the other state and area emergency services and public safety departments that provided assistance during Spring Weekend 2009:

NOW, THEREFORE, BE IT RESOLVED, that the Mansfield Town Council, on behalf of the community, does hereby express its gratitude to the members of the Mansfield Fire Department, the Mansfield Resident Trooper's Office and the Office of Emergency Management, as well as all of the other responding state and area emergency services and public safety departments for their assistance to the Town of Mansfield during Spring Weekend 2009.

IN WITNESS WHEREOF, I have set my hand and caused the seal of the Town of Mansfield to be affixed on this 11th day of May in the year 2009.

Elizabeth C. Paterson
Mayor, Town of Mansfield



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *Matt Hart*
CC: Maria Capriola, Assistant to the Town Manager; Jeffrey Smith, Director of Finance; Cherie Trahan, Controller/Treasurer
Date: May 11, 2009
Re: Financial Statements Dated March 31, 2009

Subject Matter/Background

At its May 11, 2009 meeting, the Finance Committee will review the Financial Statements for the quarter ending on March 31, 2009. Staff will be available to address any questions that Council may have.

Recommendation

If the Finance Committee wishes to recommend that the Council accept the statements as presented*, the following motion is in order:

Move, effective May 11, 2009, to accept the Financial Statements Dated March 31, 2009.

* See Finance Committee Packet for the Financial Statements Dated March 31, 2009

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**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant to Town Manager; Gregory Padick, Director of Planning
Date: May 11, 2009
Re: Environmental Impact Evaluation: Two Proposed UConn Academic Buildings

Subject Matter/Background

In the April 13, 2009 agenda packet, copies of the executive summary and other selected portions of an April 1, 2009 Draft Environmental Impact Evaluation (EIE) for two new UConn academic buildings were distributed to the Town Council. The EIE detailed information about the subject project, potential environmental impacts and planned mitigation measures. A public hearing on the draft EIE is scheduled for May 20, 2009. All comments on the project must be submitted on or before May 21, 2009.

The proposed buildings will be located in the center of the UConn campus adjacent to the library. They will be served by UConn sewer, water and stormwater management systems. The proposed buildings will utilize many energy and water conservation measures and will meet LEED Silver Certificate requirements. The attached portions of the EIE and memorandum from the Director of Planning provide more information about this project. The Director of Planning has recommended that the Town submit comments following the May 20th Public Hearing and that the Town comments emphasize the need to implement planned mitigation measures and restrict construction traffic to state roads. The draft EIE also is being reviewed by the PZC and Conservation Commission. In keeping with past practice, staff recommends that the Council authorize the Mayor to co-endorse with the PZC Chairman the official comments from the Town.

Financial Impact

The proposed project will be funded by the State.

Legal Review

The subject EIE was prepared pursuant to Connecticut Environmental Policy Act (CEPA) requirements. The project requires numerous state permits but is exempt from local permit processes.

Recommendation

For reasons cited above and in the 5/6/09 memorandum from the Director of Planning, it is recommended that the Mayor be authorized to co-endorse with the PZC Chairman

comments on the draft EIE for UConn's planned academic buildings.

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

Move, effective May 11, 2009, to authorize the Mayor to co-endorse with the Planning and Zoning Commission Chairman comments on the April 2009 draft Environmental Impact Evaluation of two proposed UConn academic buildings. The Town comments shall emphasize the need to implement proposed mitigation measures and restrict construction traffic to state roads.

Attachments

- 1) Portions of the April 2009 Draft Environmental Impact Evaluation
- 2) 5/16/09 memo from the Director of Planning

2. Notice of EIE for Construction of Two Academic Buildings

Municipality where proposed project will be located: Storrs, CT

Address of Project Location: Fairfield Way

Project Description: The University of Connecticut plans to construct a 136,000 square foot LEED Silver certified classroom and academic offices building at the location of the former UConn Co-op and a 60,000 square foot LEED Silver certified classroom building at the location of the former Pharmacy Building.

Project Map: See Site Location Map.

Comments for this EIE will be accepted until the close of business on:

May 21, 2009 (4:30 PM)

The public can view a copy of this EIE at:

University of Connecticut, Office of Environmental Policy
Mansfield Town Hall (Clerk's Office)
Mansfield Public Library

There is a public hearing scheduled for this EIE on:

Date: May 20, 2009

Time: 7:00 p.m.

Place: UConn Bishop Center
One Bishop Circle
Storrs, CT 06269-4056

Entrance is off of 195, see: Directions to Bishop Center

Notes: Doors open at 6:30 pm. The hearing will conclude at the end of the public comments.

Send your comments about this EIE to:

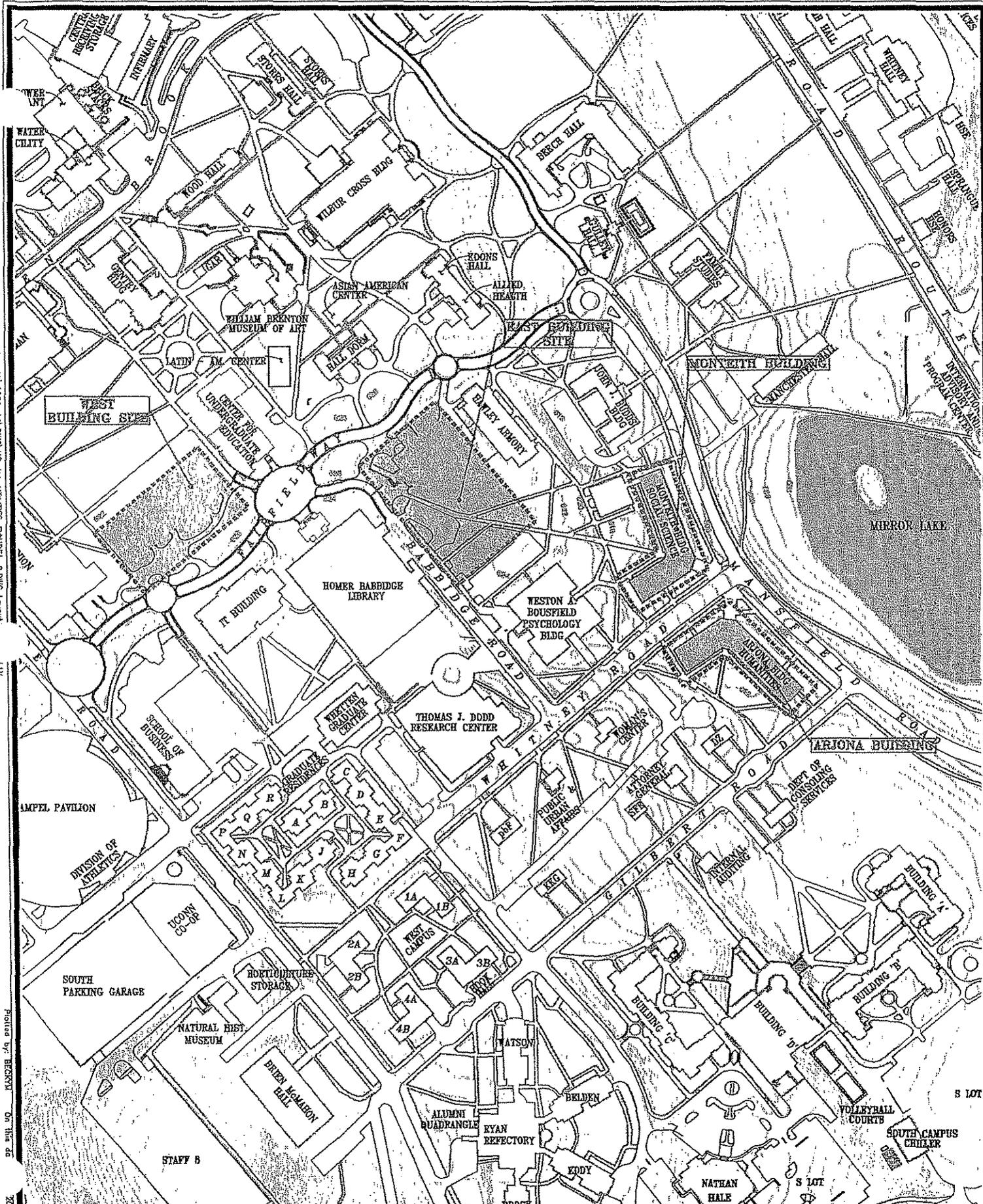
Name: Paul E. Ferri, Environmental Compliance Analyst
Agency: University of Connecticut, Office of Environmental Policy
Address: 31 LeDoyt Road, U-Box 3055, Storrs, Connecticut
06269-3055

Fax: (860) 486-5477
Email: paul.ferri@uconn.edu

If you have questions about the public hearing, or where you can review this EIE, or similar matters, please contact Paul Ferri at:

Phone: (860) 486-9295
Email: paul.ferri@uconn.edu

Drawing: HA1958-08 DWG UC, ALL UTILITIES, FIGURE 1-2 DWG Layout



11V

Printed by: BECKLEY On the 25

2008 March 30 - 2:10pm

 <p>MILONE & MACBROOM 99 Realty Drive Cheshire, Connecticut 06410 (203) 271-1773 Fax (203) 272-9733 www.miloneandmacbroom.com</p>	<p>Environmental Impact Evaluation Construction of Two Academic Classroom/Departmental Buildings</p>	<p>LOCATION: University of Connecticut Storrs, Connecticut</p>
	<p>MMI #: 1958-08 DWG: UC_All Utilities LSH: ---</p>	<p>DATE: March 2009</p> <p>SCALE: N.T.S.</p>
<p>-67- University Topography Site Location Map</p>		<p>SHEET: Figure 1-2</p>

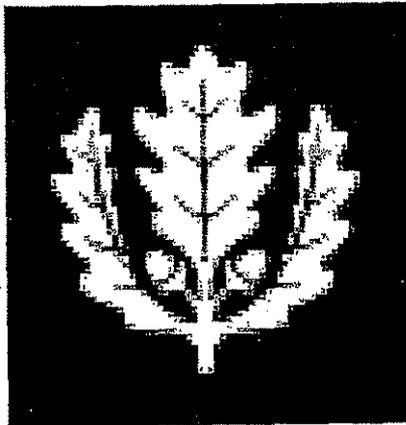
DRAFT ENVIRONMENTAL IMPACT EVALUATION

CONSTRUCTION OF TWO ACADEMIC CLASSROOM/
DEPARTMENTAL BUILDINGS

UNIVERSITY OF CONNECTICUT
STORRS, CONNECTICUT

MMI #1958-08-1

April 2009



Prepared for:

University of Connecticut
31 Ledoyt Road
Storrs, Connecticut 06269

Prepared by:

MILONE & MACBROOM, INC.
99 Realty Drive
Cheshire, Connecticut 06410
(203) 271-1773
www.miloneandmacbroom.com

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EXECUTIVE SUMMARY

The University of Connecticut (the University) is in the process of executing its *2006 Campus Master Plan Update* via the UConn 2000 Capital Program, much of which involves new construction and renovation of academic and research facilities. As part of this effort, the University is undertaking a project that involves the design and construction of two new buildings that will house the five social sciences departments associated with the College of Liberal Arts and Sciences (CLAS) as well as general purpose classrooms to replace program activities located in the Henry Ruthven Monteith (Monteith) and Jamie Homero Arjona (Arjona) buildings located on the main campus in Storrs, Connecticut.

The University has retained Milone & MacBroom, Inc. to complete an Environmental Impact Evaluation (EIE) for the construction of the new buildings. The format and content of this EIE are based upon the requirements of the Connecticut Environmental Policy Act (CEPA), Sections 22a-1 through 22a-1h of the Connecticut General Statutes (CGS), and Sections 22a-1 through 22a-1a-12 of the Regulations of Connecticut State Agencies (RCSA). State funds will be used for the design, construction, and renovation of the existing and proposed facilities, thus triggering the CEPA process.

This EIE establishes the purpose and need for the project, assesses alternatives, evaluates the existing environment conditions, and analyzes potential adverse impacts to the environment. In addition, the EIE identifies mitigation opportunities for any adverse impacts and identifies likely construction and operational permitting requirements for the project.

Based on the strategic goals and the fundamental characteristics identified within the *Campus Master Plan*, the primary goals and objectives for the proposed project are to:

- Provide approximately 190,000 square feet of new classroom and departmental office building space
- Maintain the function of the outdated Arjona and Monteith buildings and provide future expansion space
- Construct high performance, sustainable buildings that are integrated with the University's educational mission and master plan
- Meet the academic needs of the departments to be relocated to the new Social Sciences and Humanities buildings and provide efficient transition for their relocation
- Maintain proximity to the academic core (i.e., Babbidge Library, Center of Undergraduate Education, and Student Union)
- Maintain proximity to Fairfield Way and implement the southern segment of Academic Way
- Promote gathering places for the University community
- Develop a project that is consistent with the 2007 Water and Wastewater Master Plan, Eagleville Brook Total Maximum Daily Load Analysis, and Water Conservation Plan
- Achieve reasonable construction and long-term operating costs.

Alternatives Analysis

Guidelines established through the *Campus Master Plan*, academic requirements, and preliminary design reports were used to develop a series of goals and objectives for this project. Several alternatives were developed during this process. Apart from the "No Action" or "No Build" alternative, several alternative on-campus locations and several different building configurations were considered for the new Social Sciences and Humanities buildings. Alternatives were measured against the identified project purpose, goals, and objectives presented herein.

The preferred alternative calls for the construction of two new Leadership in Energy and Environmental Design (LEED®) certified classroom and faculty department office buildings, and maintains use for the Arjona and Monteith buildings. The new buildings consist of approximately 190,000 gross square feet. The East Building will provide 130,000 square feet of faculty, laboratory, and classroom space. The West Building will provide 60,000 square feet of general purpose classroom space.

Limited renovation of the Arjona and Monteith buildings will provide the University with needed swing space for future campus improvement programs. Swing space is building space that is used for substitute space while existing space is being renovated or reconstructed. The long-term use for Arjona and Monteith has not been determined. The proposed building configuration will create strong definition along the upper and lower sections of Fairfield Way, maintain connection of Fairfield Way, allow for future expansion of the Psychology building, and meet departmental needs. Furthermore, the preferred alternative will accomplish the goals and objectives set forth by the *Campus Master Plan* as well as the project-specific goals and objectives.

Environmental Impact and Mitigation Opportunity Analysis

Existing environmental conditions were assessed at the project site to help determine whether the project would adversely impact the environment. Table ES-1 presents the project's environmental impact and mitigation opportunity analysis.

**TABLE ES-1
Environmental Impact and Mitigation Opportunity Analysis**

Resource Category	Proposed Impact	Proposed Mitigation
Land Use and Zoning/Long-range State and Local Planning	→ None	→ None
Socioeconomics	→ None	→ None
Community Facilities and Services	→ None	→ None
Aesthetic/Visual Resources	→ Short-term aesthetic impacts while buildings are being constructed and/or renovated.	→ Buildings will be designed in conformance with University architectural design policies. → Limited renovation of Arjona and Monteith buildings will improve aesthetics.
Utilities and Services	→ Future buildings will increase electrical, drinking water, wastewater, steam, and chilled water demands.	→ Proposed utility connections will be coordinated with appropriate campus utility managers, as necessary, prior to construction. → Meters will be installed at each building to monitor water consumption. → Water and energy conservation measures will be incorporated into the new building designs. → The proposed project will not result in increases in peak rates of runoff over existing conditions for storms up to and including the 100-year storm for any subdrainage basin within the project site. → LEED silver certification design parameters will be applied for stormwater treatment, water conservation, and energy conservation. → Postdevelopment stormwater treatment practices and maintenance requirements will be implemented to address stormwater quantity and quality that are consistent with the <i>DEP's 2004 Stormwater Quality Manual</i> guidelines.
Cultural Resources	→ None	→ None
Traffic and Parking	→ Temporary construction-related traffic. → Existing Homer Babbidge Library access road and seven handicap spaces fall within the East Building footprint.	→ Appropriate traffic management techniques during construction will be incorporated into the final project plans and specifications. → Relocate access road and reconfigure handicap spaces around proposed building.
Water Resources	→ Short-term land disturbances related to construction.	→ The stormwater management plan has been designed such that the proposed project will not result in increases in peak rates of runoff over existing conditions for storms up to and including the 100-year storm for any subdrainage basin within the project site. → A greenroof system is proposed to partially offset impervious surface increases. → Appropriate sediment and erosion control devices will be incorporated as specified on the plans and in accordance with the <i>2002 CT Guidelines for Soil Erosion and Sediment Control</i> .
Flood Hazard Potential	→ None	→ None

Resource Category	Proposed Impact	Proposed Mitigation
Biological Resources	→ None	→ None
Topography, Geology, and Soils	→ None	→ None
Air Quality	→ Short-term impacts associated with construction activities.	<ul style="list-style-type: none"> → Construction best management practices will be undertaken to limit dust impacts. → Excessive construction equipment idling will be prohibited, and air pollution control devices (e.g., particulate filters) and clean fuels will be used during project construction where appropriate.
Noise	→ Short-term impacts associated with construction activities.	<ul style="list-style-type: none"> → The project will conform to Connecticut noise regulations. → Construction will be limited to daylight hours. → Construction equipment will be properly maintained. → Advance notification will be provided to nearby receptors if construction activities are anticipated to produce temporary excessive noise levels.
Solid Waste and Hazardous Materials	<ul style="list-style-type: none"> → Construction of the project will result in one-time generation of minimal amounts of construction-related waste. → 	<ul style="list-style-type: none"> → Storage of fluids associated with construction equipment and vehicles will be in accordance with applicable regulations. → The campuswide recycling program will be implemented at proposed buildings. → Recycled content materials will be used in the new building construction. → Recycling opportunities will be explored for construction wastes. → Handling and disposal of removal waste will be conducted in accordance with applicable solid waste regulations.

Overall, this project will cause some minor unavoidable adverse and cumulative environmental impacts as a result of increases to utility and energy consumption as well as impacts associated with the construction phase of the project. The project offsets these impacts by providing appropriate mitigation measures as identified in Table ES-1.

Table ES-2 presents a list of potential construction and operational permits that would likely be required as part of this project.

TABLE ES-2
List of Potentially Required Construction and Operational Permits

Permit/Approval	Reviewing Authority	Typical Permit Processing Schedule
Flood Management Certification	Department of Environmental Protection	6 months
General Permit for Stormwater and Dewatering Wastewaters from Construction Activities	Department of Environmental Protection	1 month
Wastewater Discharge Permit	Department of Environmental Protection	3 months
General Permit for Hydrostatic Testing Wastewater	Department of Environmental Protection	1 month
General Permit for Miscellaneous Discharges of Sewer Compatible Wastewater	Department of Environmental Protection	1 month
Certificate of Operation	Department of Transportation	1 month
Site Plan Sign-Off	Department of Public Health	1 month

existing plumbing fixtures at both buildings are intended to provide enhancement to the University.

This project is not anticipated to negatively impact the aesthetics currently found within the center of campus, along Route 195, and around Mirror Lake. Rather, it is anticipated to serve as an enhancement to the aesthetic character of the surrounding areas.

3.5 Public Utilities and Services

The utility systems on campus include both public and private utilities. Public utilities include natural gas and electricity (13.8 kV). Private utilities are those owned and operated by the University and include steam, chilled water, drinking water, sewer, storm sewers, electricity (4,800 volt and below), telephone, and cable television. The existing utilities are shown in Figure 3-7. Existing utilities are described below.

3.5.1 Water Supply

The University owns and operates a water supply and distribution system that serves the Storrs campus as well as areas within the town of Mansfield. Water is supplied to the main campus by stratified drift wells located along the Willimantic and Fenton Rivers. Level A aquifer mapping has been completed for the two wellfields. The recharge areas do not extend to the portion of the main campus where the new East and West Buildings will be located.

Academic and nonresidential domestic use for the students, faculty, and other related staff that utilize the campus facilities each day make up the second largest water use category at UConn. Total domestic usage for the academic and other nonresidential buildings is 94 million gallons per year, representing 19 percent of the total water use.

The University has implemented a strong water conservation plan for all new construction activities including such measures as reducing the demand by replacing old water and steam lines; construction of new buildings with low flow toilets, showerheads, and faucets; and water consumption efficient heating and cooling systems. Many of these water conservation measures are being incorporated in the East and West Buildings as well as the contemplated renovation of the Arjona and Monteith buildings.

The Arjona and Monteith buildings are already served by the University's potable water supply system and separate steam system. Potable water to the East and West Building sites will be provided from existing water mains located nearby. Since the proposed pipeline connections for the two proposed buildings will occur along paved accessways and previously disturbed land, the direct environmental impact is expected to be negligible.

Domestic water will be provided to the proposed East Building from the northwest corner of the site. Domestic water risers will be located throughout the building. Steam-fired domestic water heat exchangers will be provided within the basement of the building. Domestic water will be provided to the West Building from the northeast corner of the building. Domestic water risers will be located throughout the building. Steam-fired domestic water heaters will be provided within the basement of the building. Water meters will be installed at both the East and West Buildings.

The two proposed buildings will be equipped with water efficient toilets, faucets, and showerheads. High efficiency toilets (HETs) utilize 1.28 gallons per flush as compared to a traditional 1.6 gallon per flush toilet. High efficiency urinals (HEUs) utilize 0.5 gallons per flush as compared to a traditional 1.0 gallon per flush urinal. Low flow lavatory faucets will also be used in the kitchen and lavatory areas. Proposed lavatory faucet flow controls will generate flow rates between 0.5 and 1.0 gallons per minute (gpm) while proposed kitchen faucets will generate a flow rate of 1.5 gpm.

Proposed renovation measures within the Arjona and Monteith buildings include upgrading existing plumbing fixtures such as toilets, urinals, faucets, and showerheads with high efficiency fixtures.

Metered water consumption data for existing classroom/departmental buildings was reviewed. The average water usage within a typical classroom/departmental building similar to the proposed East and West Buildings is 2,000 gallons per day per building. The existing Arjona and Monteith buildings with few water conservation measures are believed to use approximately 3,000 gallons per day per building. Neither building is directly metered. As part of the renovations to the Arjona and Monteith buildings, the existing toilets, faucets, and showerheads will be upgraded to more water efficient fixtures. These upgrades are anticipated to lower the average water usage within these buildings by approximately 1,000 gallons per day per building resulting in a 2,000 gallon per day reduction in water use. In addition, if the Arjona and Monteith buildings are renovated, each building will also be metered.

Applying these rule-of-thumb estimates of 2,000 gpd per new or renovated building and 3,000 gpd per older building, one could conclude that the present potable water demand for Arjona and Monteith (total of 6,000 gpd) would be replaced by a total water demand on the order of 8,000 gpd for the two renovated buildings and the two new buildings. In reality, a net increase of 2,000 gpd will not occur because the proposed new buildings will accommodate some relocated uses that currently occur in the Arjona and Monteith buildings. Likewise, the Arjona and Monteith buildings are anticipated to be used as "swing space" for other existing uses on campus. Limited renovations to Arjona and Monteith will include water saving plumbing fixtures where applicable. As such, the overall consumptive water use by students and faculty on the entire campus will be unaffected by the redistribution of students among the renovated Arjona and Monteith buildings and the new East and West Buildings.

With regard to nonpotable water usage, the added demand placed on the water supply system for heating at the proposed East and West Buildings will be largely offset by increased efficiencies that are being realized throughout the steam system, including reduction of steam losses.

3.5.2 Sanitary Sewer

The University wastewater system includes the Water Pollution Control Facility (WPCF) at the main campus, collection system pump stations, and collection system piping. The current service area for the wastewater collection system includes the main campus, the Depot campus, and nonuniversity properties immediately surrounding the campuses. The WPCF design capacity is 3.0 million gallons per day (mgd) (average flow) and 7.0 mgd (peak flow). Average flow to the WPCF is approximately 1.2 mgd. The wastewater collection system is served by a number of pump stations, including 22 stations that serve the main and Depot campuses. A gravity pipeline conveys the treated wastewater to the Willimantic River.

The proposed buildings will be served by the University's sewer collection system. The West Building will be serviced by a lateral located at the northwest corner of the site. The East Building will be serviced by a lateral located at the northwest corner of the site. Sanitary, waste, and vent piping will be provided to drain all fixtures by gravity means to the building sanitary service. Fixtures will be Americans with Disabilities Act (ADA) compliant as required, or designed to meet federal, state, and local health code requirements. Plumbing fixtures will be of commercial grade flush valve type with wall-mounted closets and urinals or as directed by the University, complete with all required appurtenances. Lavatories will have metering type faucets in public spaces. All plumbing fixtures will meet current University water conservation requirements.

As indicated in the preceding discussion and assuming sanitary wastewater generation to be approximately equivalent to water consumption, total project flows from the proposed

project will be on the order of 2,000 gallons per day per building or less. Some of this flow is currently generated by the Arjona and Monteith buildings. The WPCF has more than enough treatment capacity to support the addition of the proposed East and West Buildings. The combined flows from the East and West Building sites and the Arjona and Monteith buildings can be collected and treated with the existing sewage facilities without negative impact.

3 Storm Sewer

Stormwater runoff is comprised of excess precipitation that flows over the ground surface and impervious areas to storm drains or watercourses. Its quality will reflect the land uses and surfaces it contacts. The Conservation and Development Policies Plan for Connecticut recognizes the expanding significance of nonpoint pollution sources in water quality concerns. In rebuilding or expanding urban infrastructure, the Plan recommends incorporating appropriate stormwater management technologies to minimize adverse impacts of runoff on surface or ground waters. For new development, the Plan promotes the design and engineering approaches to stormwater handling that minimize the amount of impervious cover and incorporation of nonstructural design features and management techniques to renovate runoff.

The Department of Environmental Protection's (DEP's) Inland Waters Resource Division routinely recommends controls designed to remove sediment and oil or grease typically found in runoff from parking and driving areas. Potential controls include gross particle separators, deep sump catch basins with oil and grease traps, and/or sedimentation basins. The DEP recommends that any catch basins installed in conjunction with paving have deep sumps to trap sediments and hoods to trap oil and grease. If more than one acre of pavement drains to a common discharge point, the DEP recommends installation of a gross particle separator. Provisions for periodic maintenance are recommended by the DEP.

The project is situated along the drainage divide between the Willimantic River Basin (No. 3100) and the Fenton River Basin (No. 3207) of the Willimantic and Natchaug Regional Basins, respectively. The West Building site has several catch basins that collect and direct stormwater into the Eagleville Brook basin, a subwatershed of the Willimantic River Basin.

The East Building site currently drains to both the Eagleville Brook subwatershed and the Fenton River Basin. The northwest portion of the East Building site drains to a series of catch basins that are directed into the Eagleville Brook watershed. The central and southern portions of the East Building site are collected in a series of catch basins that drain southeast into Mirror Lake, a small impoundment located within the Roberts Brook basin, a subwatershed of the Fenton River Basin. The Arjona and Monteith sites drain east into Mirror Lake and the Roberts Brook basin.

The CTDEP has developed a Total Maximum Daily Load (TMDL) for Eagleville Brook. A full discussion of the Eagleville Brook TMDL is presented in Section 3.8.2. It is important that the University find ways of reducing impervious cover and improving stormwater management on the main campus. The Eagleville Brook TMDL has identified that the upper portion of the Eagleville Brook watershed (in which the main campus is located) has an impervious cover of approximately 27 percent. This exceeds the targeted TMDL impervious cover of 12 percent and, therefore, new buildings must include measures that reduce impervious cover.

The two fundamental storm drainage needs for the project site are to (1) avoid or minimize downstream water quality impacts by treating stormwater prior to discharge; and (2) no net increase in peak rate of runoff. Specific concepts are to control pollutants at their sources, plan for both frequent and rare storm events, avoid unnecessary impervious cover, and use multiple treatment practices to reduce pollution loadings and concentrations. Concepts for reducing peak rates of runoff include underground detention systems and vegetated detention basins.

The University's campuswide drainage master plan calls for the renovation of stormwater to standards set by the DEP and the Environmental Protection Agency (EPA), including stormwater management standards specified in section 25-68h-3 of the Regulations of Connecticut State Agencies. Control measures include provisions to trap suspended solids, oil/grease, and other materials associated with runoff from roadways, parking lots, roofs, and other impervious surfaces. The plan will govern the control of impacts associated with the volume of stormwater discharged from developed sites on campus.

The East Building utilizes both stormwater and subsurface (e.g., underslab) drainage systems. The East Building roof consists of impervious PVC, which will collect and direct the stormwater into bioswales. Water from the 15,000 square foot northern portion of the building roof will be directed to the north bioswale, and water from the 11,800 square foot southern portion of the building roof will be directed to the south bioswale. The northern bioswale will be discharged slowly to an existing stormwater sewer pipe that drains into the Eagleville Brook watershed. The southern bioswale will have an overflow to an underground detention tank to accommodate larger storm events. This tank will discharge slowly into a stormwater pipe that discharges into Mirror Lake and the Fenton River Basin. None of the stormwater is planned to be reused on site. The underslab drainage water from the East Building is designed to be pumped directly into the storm sewers.

The West Building will only require stormwater drainage systems. The foundation will be a waterproofed thickened slab so there is no underslab drainage water. The West Building has two roof heights. The lower roof is a green roof and will retain much of the stormwater during an average storm. The upper roof will consist of impervious PVC. All stormwater from both roofs will be directed to a large bioswale sized to accommodate the two-year storm. The bioswale will have an overflow to an underground detention tank which has been sized for the 100-year storm event. This tank will be discharged slowly to an existing stormwater sewer pipe that drains into the Eagleville Brook watershed. None of the stormwater is planned to be reused on site.



The University is currently evaluating two alternatives, one of which collects the underslab drainage water for use as greywater to flush toilets in the East Building and the other which uses the collected underslab drainage water for irrigation water at the Student Union quadrangle. Since these are expensive alternatives, the University has not yet decided to accept either of them.

The greenroof system will include construction of a watertight roof system that will accommodate the installation of a perennial garden or lawn on the roof. The greenroof garden will increase absorption of water and filtering of pollutants from stormwater runoff and, most importantly, reduces impervious cover.

The greenroof garden is typically planted with alpine type plants and those plants that can retain a certain amount of moisture within their leaves or bulbs. Plant selection will be limited to those species that are known to flourish in areas of high heat, drought, wind, direct sun, and temperature extremes and should be particularly adaptable to the sometimes harsh conditions of a greenroof. Plant species typically used include coneflower, coreopsis, black-eyed Susan, sedum, grass, and goldenrod. Some greenroofs are planted with lawn that can be maintained and often require irrigation to maintain the lawn during harsh conditions such as drought. Excess stormwater collected within the detention basins could be reused to irrigate the greenroof.

It is not feasible to construct a greenroof system on top of the existing Arjona and Monteith buildings. Neither building has the structural support capacity required for installation of a greenroof garden. Major structural modifications would be required to achieve a greenroof, and the associated costs have not been deemed prudent or feasible by the University. Stormwater from the Arjona and Monteith building roofs will continue to be directed into roof drains and discharged into the gravity stormwater sewer system located beneath Mansfield Road. The stormwater from these buildings is eventually discharged into Mirror Lake and the Roberts Brook subwatershed.

Chilled water will be provided from the campus system through a heat plate exchanger. The chilled water will provide cooling for all HVAC and process loads. A chilled water pumping system will distribute chilled water throughout each of the proposed buildings. Combined chilled water demands from the proposed buildings are estimated to be on the order of 400 to 600 tons.

The existing Arjona and Monteith Buildings are currently served by the University's steam system, and no future upgrades to this system are anticipated. These buildings are not serviced by a chilled water system.

The two new buildings will increase steam usage; however, the University steam system has the capacity to support the new buildings without causing impacts to its steam system. No additional consumption rates of steam will be required for the possible renovation of the Arjona and Monteith buildings.

3.5.6 Analysis of Impact

Based on the information and analysis in the foregoing narrative, the existing systems coupled with proposed extensions for water, sanitary sewer, storm drainage, electric, natural gas, telephone, cable, and steam services will be sufficient to serve the proposed project without causing significant environmental impact.

Projected water demands and sewage generation are not expected to be measurably greater than those which currently exist due to improvements and replacement of inefficient systems. Overall, the additional draw on utility services to supply this project will be minimal in comparison to available capacities.

The Eagleville Brook TMDL has identified the upper portion of the Eagleville Brook watershed, including the main campus, as having an impervious cover of approximately 27 percent. This impervious cover significantly exceeds the targeted TMDL impervious cover

of 12 percent. The use of a green roof at the West Building sites will not increase the impervious cover within the Eagleville Brook watershed and will actually improve water quality by filtering out stormwater runoff pollutants. Another improved stormwater management strategy being implemented to address the TMDL is detention of excess runoff from the greenroof in the underground detention system. The use of the detention system will provide a no net peak rate of runoff from the East and West Buildings.

To help improve water quality and conserve water, the University will implement a stormwater collection system for both the East and West Buildings. In addition, proposed underground detention systems will provide a no net peak rate of runoff increase through the 100-year storm event within the Eagleville Brook watershed. This advanced collection system is not intended to negatively impact the University's existing storm sewer system and will help protect Eagleville Brook, a locally important surface water resource. No significant modifications to the storm sewer system are proposed for the Arjona and Monteith building renovations.

No impact to the University's electrical service and consumption is anticipated by the proposed project.

No impact to the University's natural gas service line and consumption is anticipated by the proposed project.

The proposed project is not anticipated to have a negative impact on the University's existing telephone and cable services.

3.6 Cultural Resources

A portion of the Storrs campus has been included in a National Register Historic District, encompassing sections of both sides of Route 195. The historic district includes 47 structures. The historic district boundary extends west of the Hawley Armory and onto a portion of the proposed East Building site. The Arjona building is listed as a

noncontributing structure within the historic district. Neither the West Building site nor the Monteith building is located within the historic district.

The Connecticut Commission on Culture and Tourism was contacted during the scoping process of the project. A letter from the commission outlining their comments regarding the project is attached as Appendix B. Their office has determined that the proposed project appears to have no adverse effect on cultural resources on the condition that the proposed new construction is designed in a manner that is reasonably compatible with the scale and character of the historic district. The University will continue to work with the Commission during the final design phase of the project areas to help maintain the integrity of the historic district.

3.7 Traffic and Parking

Figure 3-8 identifies roadways serving the University and the project sites. Interstate 84 along with State Route 195 are the principal routes to the University. Intrastate and interstate access occurs along U.S. Route 44 (north of the Storrs campus) and U.S. Route 6 (south of the Storrs campus). Locally, access into and out of the campus is primarily from Route 195, with secondary access through North Eagleville Road and South Eagleville Road.

inherently it follows that significant new traffic will not be generated as a result of the proposed activities.

3.8 Water Resources

3.8.1 Surface Water Resources

The town of Mansfield is located within the Thames Major Basin (No. 3) system. The project sites are situated along the drainage divide between the Willimantic River Basin (No. 3100) and the Fenton River Basin (No. 3207) of the Willimantic and Natchaug Regional Basins, respectively. Figure 3-9 illustrates the drainage basin divides in proximity to the project areas.

The Thames Major Basin drains over 1,471 square miles, including portions of Massachusetts and Rhode Island. The Natchaug Regional Basin drains approximately 176 square miles. The Willimantic Regional Basin drainage area drains approximately 226 square miles.

The West Building site is located entirely within the Willimantic River Basin. The East Building site is split by a subregional watershed divide. The northwest corner of the site is within the Willimantic Basin while the remaining area lies within the Fenton River Basin. The Arjona and Monteith buildings are located entirely within the Fenton River Basin.

The West Building site and the northeast corner of the East Building site are located within a locally important watershed basin known as the Eagleville Brook basin. The Eagleville Brook watershed has a CTDEP established Total Maximum Daily Load (TMDL) requirement. The TMDL requirement is applied to impaired waters of the state to improve water quality.

No watercourses and/or wetlands are located on the West Building site, East Building site, and/or the Arjona and Monteith building sites. Mirror Lake is located approximately 240 feet east of the Arjona and Monteith building sites. Mirror Lake drains into Roberts Brook.

Surface water quality may be influenced by both point and nonpoint sources of pollution. Point sources are well defined, discrete locations such as sewage treatment plant discharges or combined sewer overflows. Nonpoint sources of pollution include storm drainage, surface runoff, erosion, and leachate from broader areas and human activities.

The State of Connecticut has set forth a policy for the management of water quality through its Water Quality Standards wherein criteria and a classification system are applied to all surface water and ground water resources in the state. These classifications establish designated uses for surface and ground water resources and identify the criteria necessary to support those uses. Criteria have been established with respect to desirable use, antidegradation, allowable types of discharges, waste assimilation, and a variety of physical and chemical constituents.

The Willimantic River, located west of the project area, has been classified as a Bc surface water resource. The Willimantic River presently supports recreational use as well as fish and wildlife habitat but is not an active drinking water supply. Eagleville Brook, a tributary to the Willimantic River, is classified as a B/A surface water. The B/A surface water classification means that Eagleville Brook is not meeting the goal of a Class A Water Quality Criteria and attainment of Class A designated uses.

Roberts Brook, a tributary to the Fenton River, is classified as an AA surface water resource and supports the designated uses associated with that classification. The Fenton River has been classified as a B/AA surface water resource. Surface waters designated Class B/AA may not presently meet Class AA water quality criteria or support the designated uses. The goal for such surface water is to meet Class AA criteria and

maintain the designated uses. The Fenton River presently supports recreational use and provides fish and wildlife habitat.

3.8.2 Eagleville Brook TMDL Analysis

In February 2007, the CTDEP completed a Total Maximum Daily Load (TMDL) Analysis on Eagleville Brook, a tributary to the Willimantic River. TMDLs are required by the state when a surface waterbody has become impaired by pollutants for which technology-based controls are insufficient to achieve water quality standards. The TMDL represents the maximum loading that a waterbody can receive without exceeding water quality criteria that have been adopted into the Water Quality Standards.

It has been determined through biological monitoring that aquatic life use goals are not being met in Eagleville Brook. The TMDL analysis determined that the probable cause of the aquatic life impairments is a complex array of pollutants transported by stormwater. The TMDL target for Eagleville Brook is maintenance of an impervious cover of 12 percent within the watershed. The 12 percent threshold represents the level of imperviousness below which the brook is capable of supporting a macroinvertebrate community that meets aquatic life use goals in Connecticut Water Quality Standards. Wasteload allocation and load allocation factors were also applied to Eagleville Brook, and a new target of impervious cover of 11 percent was set. The lower percentage was targeted in order to reduce pollutant loads and restore hydrologic and biological integrity of the watershed as a whole.

The percent impervious cover on the UConn campus already exceeds the established Eagleville Brook watershed thresholds. Any future development activities that have the potential to increase impervious cover should be constructed and operated to limit the effect of stormwater from impervious cover on the aquatic life in Eagleville Brook. The Eagleville Brook TMDL Implementation Plan sets forth an adaptive management strategy for meeting water quality standards. The strategy includes the following:

- Reduce impervious cover where practical
- Disconnect impervious cover from the surface waterbody
- Minimize additional disturbance to maintain existing natural buffering capacity
- Install engineered best management practices to reduce the impact of impervious cover on receiving water hydrology and water quality.

The proposed project reduces the impervious cover within the Eagleville Brook watershed by 0.25 acres due to the incorporation of natural stormwater drainage into both the East and West Buildings and greenroof technology into the West Building design. This greenroof design is being implemented to minimize impacts to Eagleville Brook. During large storm events or when the greenroof garden has reached complete saturation, the excess stormwater from all the roofs from both buildings will be directed first into large bioswales that will recharge the ground water. Any overflow from the West Building bioswale, which is sized to accommodate the two-year storm event, will be directed into an underground detention chamber, which will discharge slowly into an existing stormwater sewer pipe located beneath the Main Student Union quadrangle, eventually discharging into the Eagleville Brook watershed. The 15,000 square foot impervious roof of the northern wing of the East Building will drain to the northern bioswale of the East Building. This bioswale will contain enough volume to control larger storm events up to the 100-year storm. The total capacity of the bioswales plus underground detention systems is sized to accept the 100-year storm for both buildings.

The southern wing of the East Building lies within the Mirror Lake and Fenton River Basin watershed. The 11,800 square foot impervious roof of this wing drains to the south bioswale of the East Building, which is sized to accommodate the two-year storm event. An overflow from this bioswale will lead to an underground detention chamber, which will discharge slowly to an existing stormwater pipe that discharges into Mirror Lake and the Fenton River Basin. The total capacity of the bioswale plus the underground detention systems is sized to accept the 100-year storm.

3.8.3 Ground Water Resources

The University's drinking water supply aquifers are priority resources within the Willimantic River and Fenton River Wellfield Protection Zone for protection of the wellfield and its associated recharge areas. The Willimantic Wellfield, located north of Route 44 and west of Route 32, is comprised of four stratified drift wells. The Fenton River Wellfield is comprised of four stratified drift wells located north of Gurleyville Road. Aquifer protection areas have been mapped for both wellfields and have been approved by the Department of Environmental Protection.

Ground water beneath the project areas has been designated as class GA and GAA. The ground water beneath the West Building site and the western portion of the East Building site is designated as GA. The remaining areas of the East Building site and Arjona and Monteith buildings are designated as GAA. Class GAA ground waters are classified as those that are or may be used for public supplies of water suitable for drinking without treatment, contribute to a public drinking water supply well, or are in areas designated to be a future water supply. Designated uses of Class GAA ground water include existing or potential untreated public drinking water supply or base flow for hydraulically connected surface waterbodies.

The western portion of the site is designated as GA. Class GA ground waters are classified as those that are or may be suitable for direct human consumption without need of treatment. Only effluents containing substances of natural origin or materials that easily biodegrade in the soil system and pose no threat to untreated drinking water may be permitted. It should be noted that there are no private water supply wells located near or within the project areas.

There are no watercourses and/or wetlands in the area of the East and West Building sites and/or within the Arjona and Monteith building footprints and, therefore, no direct

impacts to watercourses or wetland resources are anticipated to occur. The proposed construction will implement measures that will protect nearby watercourses and wetlands. These include underground stormwater detention to reduce peak rate of runoff, greenroof gardens to treat the first flush of runoff from stormwater, and reuse of stormwater for future irrigation and fire suppression.

3.8.4 Analysis of Impact

Significant environmental impacts to water resources in the project area are not expected to occur as a result of the proposed project. The following points are noted:

- No watercourses and or wetlands are located in the immediate project area and, therefore, no direct impacts will occur.
- Indirect impacts associated with stormwater runoff to water resources can occur. However, state-of-the-art stormwater best management practices are proposed for managing nonpoint source pollution. Given the proposed stormwater management, the magnitude of the project, and the distance from sensitive receptors, the proposed project is not anticipated to have a significant impact on the quality of nearby surface waters or ground water.
- The proposed project reduces the impervious coverage within the Eagleville Brook watershed by 0.25 acres by incorporation of greenroof technology.

3.9 Flood Hazard Potential

The project areas are located outside of flood hazard areas as delineated on the Federal Emergency Management Agency's (FEMA's) Flood Insurance Rate Map. Therefore, no associated impacts are anticipated to occur.

4.0 IMPACT ANALYSIS SUMMARY

This section summarizes the unavoidable adverse impacts associated with the proposed project, the irreversible and irretrievable commitment of resources that will occur, and the potential mitigation measures to reduce impacts associated with the construction and operational phases of the project.

4.1 Unavoidable Adverse Environmental Impacts

Unavoidable adverse impacts as a result of the proposed project include increases in utility and energy consumption as well as temporary impacts associated with the construction phase of the project. Mitigation measures identified to offset impacts are presented in Section 4.4.

- Air Quality: Construction activities may result in short-term impacts on ambient air quality due to direct emissions from construction equipment and fugitive dust emissions. These impacts are temporary and will affect only the immediate vicinity of the construction sites and their access routes. Emissions from project-related construction equipment and trucks are expected to be insignificant with respect to compliance with the National Ambient Air Quality Standards (NAAQSs).
- Noise: Heavy construction equipment associated with site development may result in temporary increases in noise levels in the immediate area of construction.
- Utilities and Services: The proposed project will result in an increase in utility usage on the Storrs campus. Utilities including potable water, wastewater, electrical, chilled water, and steam will increase as a result of the two new buildings. Adequate capacity is available to meet the needs of the proposed project without an adverse effect on other facilities on campus.

- Parking : Seven existing handicap parking spaces located east of the Homer Babbidge Library fall within the footprint of the East Building. The University will be required to replace this parking on the East Building site.
- Solid Waste and Recycling: Construction of the project will result in the one-time generation of a minimal amount of construction-related debris and waste because most of the construction is occurring on areas with no existing structures. Universitywide recycling efforts will offset any additional long-term generation of solid waste, which is anticipated to be minor since the proposed project will result in the centralization of existing facilities.
- Ecological Resources: The proposed project will result in the loss of lawn areas that currently provide very low quality wildlife habitat.
- Energy: The proposed project is likely to result in an increase in campuswide energy consumption, especially in electrical demand as well as chilled and steamed water for the new buildings. However, the project will incorporate state-of-the-art energy-saving features and will result in additional energy conservation compared to existing facilities on campus.

4.2 Irreversible and Irrecoverable Commitment of Resources

The implementation of this project will consume nonrenewable resources during the construction and ongoing operation (i.e., construction supplies, fuel, etc). Since these resources cannot be reused, they are considered to be irreversibly and irretrievably committed. Similarly, disposal of construction debris and wastes at a landfill and/or solid waste disposal facility will take up capacity in such facilities that is irreversible and irretrievable. The proposed project will result in a small incremental increase in utility consumption on the Storrs campus. Finally, the irreversible and irretrievable expenditure

of approximately \$95 million is expected for the construction of two academic classroom/departmental buildings.

4.3 Cumulative Impacts

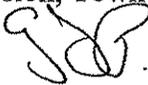
Connecticut Environmental Policy Act (CEPA) regulations require that the sponsoring agency for a project consider the cumulative impacts of its action. Cumulative impacts are those that result from the incremental impact of the proposed action when added to other past, present, or reasonably foreseeable future actions. Potential cumulative impacts associated with the proposed project include the following:

- Long-Range Planning: The proposed project is consistent with state, regional, local, and University planning efforts. As such, it is anticipated to have a beneficial cumulative impact on existing planning efforts.
- Utilities and Services: Like all new development, the proposed project will result in an additional demand for utilities and services. Utilities including potable water, wastewater, electrical, chilled water, and steam will increase as a result of the two new buildings. As such, adequate utility capacity exists to accommodate the foreseeable development on campus.
- Stormwater Hydrology: The potential increases in postdevelopment peak discharge of stormwater runoff will be mitigated through the use of on-site detention. Peak storm flows from the project site could potentially coincide with the peak discharge of natural or man-made detention facilities downstream in the watershed, resulting in increases in peak flows at critical downstream locations such as culverts and areas prone to flooding. The potential downstream impacts will be offset by proper design of the stormwater detention facilities for the proposed project.

- Impervious Cover: While the project represents a cumulative impact relative to site development in combination with other construction projects on campus, the project represents less than a two percent increase in the approximately 11.5 million square feet of existing building area that is presently on the Storrs campus. Given the total land area and density at the University, this cumulative impact is not considered significant, particularly in light of the mitigative measures proposed relative to greenroof technology and stormwater management. The proposed project reduces the impervious coverage within the Eagleville Brook watershed by approximately 0.25 acres by incorporating stormwater management strategies identified in the *2007 Eagleville Brook TMDL Analysis Report*.
- Water Quality: The proposed project includes measures for protecting surface water in nearby watercourses (e.g., Eagleville Brook) and wetlands. The new roof design of the West Building will include the implementation of a greenroof garden that will filter pollutants associated with runoff as well as absorb stormwater runoff. Excess stormwater from the two new buildings will be directed into bioswales and into underground detention galleries for additional flood attenuation and filtering of suspended solids.
- Traffic and Parking: The proposed project will not result in any measurable increase in traffic generation or parking demand on campus.
- Solid Waste and Recycling: Because the proposed project will primarily result in a relocation of the existing departmental space, only a small increase in solid waste generation is anticipated. Universitywide recycling efforts are expected to offset any additional generation of solid waste. The proposed project combined with other construction projects on campus will result in ongoing generation of construction-related debris and wastes, which will be recycled or hauled off site to an approved facility.

**TOWN OF MANSFIELD
OFFICE OF PLANNING AND DEVELOPMENT**

GREGORY J. PADICK, DIRECTOR OF PLANNING

Memo to: Mansfield Planning and Zoning Commission, Town Council, Conservation Commission
From: Gregory Padick, Director of Planning 
Date: 5/6/09
Re: April 2009 Draft Environmental Impact Evaluation- Two UConn Academic Buildings

Copies of the executive summary and assorted other pages of an April 2009 Draft Environmental Impact Evaluation (EIE) for two new academic buildings have been distributed to the Town Council, the Planning and Zoning Commission and the Conservation Commission. The draft EIE provides detailed information about the proposed project which has been in the planning and design stages for many years. The two new buildings will have a total square footage of 196,000 square feet and the buildings will be located in areas previously utilized by UConn's Pharmacy and Co-Op buildings. A public hearing on the draft EIE has been scheduled for May 20, 2009. Any Town comments must be submitted on or before May 21, 2009.

I have reviewed the draft EIE and have the following comments:

- The subject academic buildings have been designed to serve students, faculty and staff currently utilizing the Monteith and Arjona academic buildings located west of Mirror Lake. The new buildings will be located in the center of UConn's Storrs campus adjacent to the Library. The buildings will be designed and constructed to meet LEED Silver Certification standards. A garden green roof is planned for the west building.
- The EIE documents the need for the project, analyzes potential environmental impacts and identifies proposed mitigation measures (see Table ES-1). The mitigation measures include water conservation measures and stormwater management improvements designed to address quantity and quality impacts. The proposed design and planned mitigation measures are considered appropriate and no significant impacts are anticipated. However, it is essential that the proposed measures be incorporated into final construction plans.
- A project of this size will have construction impacts. Town comments should emphasize the need to use state roads and not local roads to access the construction sites.
- Any additional comments or issues raised by the Town Council (at its 5/11/09 meeting), by the Planning and Zoning Commission (at its 5/18/09 meeting) or the Conservation Commission (at its 5/20/09 meeting) or by the public (at the 5/20/09 public hearing) can be incorporated into town comments.

Summary/Recommendation

My review indicates that the subject draft EIE is thorough and comprehensively addresses potential environmental impacts. Accordingly, it is recommended that subject to any review comments from Town Council, PZC or Conservation Commission members and any public hearing testimony, that Mansfield representatives support the findings of the EIE. It is suggested that a letter of Town support be finalized following the 5/20/09 public hearing. Due to Town Council and PZC meeting schedules and the May 21st comment deadline, it is recommended that the Mayor and PZC Chairman be authorized before the May 20th public hearing to endorse Town comments to be finalized following the public hearing.

PAGE
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**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *Matt*
CC: Maria Capriola, Assistant to the Town Manager; David Dagon, Fire Chief
Date: May 11, 2009
Re: Assistance to Firefighters Grant

Subject Matter/Background

The U.S. Department of Homeland Security (DHS) has announced the beginning of the application period for the Fiscal Year 2009 Assistance to Firefighters Grant (AFG) program. The AFG program objective is to provide funding directly to fire departments and nonaffiliated EMS organizations for the purpose of protecting the health and safety of the public and first responder personnel against fire and fire-related hazards.

The department is requesting grant monies to be awarded for communication equipment in the category of Operations and Firefighter Safety. If awarded, the grant funds would be used to address a shortage of personal communication equipment, specifically the purchase of Tone and Voice Pagers. The request is intended to:

- Improve our individual member response notification system by eliminating existing equipment shortages
- Standardize communication equipment throughout the department
- Standardize tone alerting frequency assignments and create notification groups
- Bring the department into current NFPA standards.

The department is requesting funding for the purchase of eighty (80) Tone and Voice Pagers that alert members to calls for service.

Financial Impact

The total cost for 80 Tone & Voice Pagers is \$48,720. If the Mansfield Division of Fire and Emergency Services is awarded a grant under the AFG program a monetary match of five percent (5%) of the total amount of the award will be required. The monetary match will be \$2,436; this funding is available in the communications budget of the Management Services Fund.

Recommendation

Staff recommends that the Town Council authorize the Town Manager to execute the proposed agreement on behalf of the Mansfield Division of Fire and Emergency Services.

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

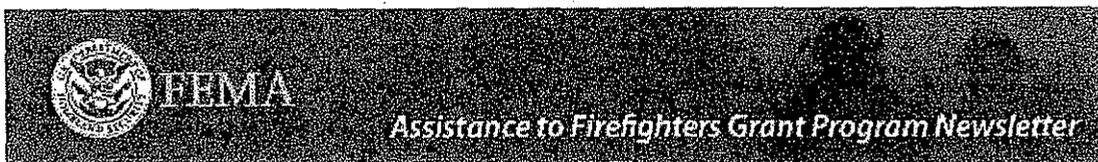
Resolved, that Town Manager, Matthew W. Hart, be authorized to submit an application to the U.S. Department of Homeland Security and to execute any necessary agreements with that agency, to receive funding to support the provision of fire protection and emergency services within the Town of Mansfield.

Attachments

- 1) Assistance to Firefighters Grant Announcement
- 2) Assistance to Firefighters Grant Application (excerpt)

David J. Dagon

From: AFG Program Office [newsletters@firegrantsupport.com]
Sent: Monday, April 13, 2009 8:47 AM
To: David J. Dagon
Subject: Application Period to Open: FY 2009 Assistance to Firefighters Grant



**Application Period to Open:
Fiscal Year 2009 Assistance
to Firefighters Grant**



The Department of Homeland Security has posted the FY2009 Assistance to Firefighters Grants (AFG) Program Guidance on the AFG Website. The application period is scheduled to begin on Wednesday, April 15, 2009, at 8:00 a.m. Eastern Daylight Time (EDT). Applications for these grants must be received by Wednesday, May 20, 2009, at 5:00 p.m. Eastern Daylight Time (EDT).

Nationally, the AFG awards, which will be distributed in phases, will ultimately provide approximately \$510 million to fire departments and nonaffiliated emergency medical service organizations throughout the country. AFG awards aim to enhance response capabilities and to more effectively protect the health and safety of the public with respect to fire and other hazards. The grants enable local fire departments and emergency medical services organizations to purchase or receive training, conduct first responder health and safety programs, and buy equipment and response vehicles.

An applicant tutorial is available through the www.firegrantsupport.com website. The tutorial provides you with valuable grant information and will walk you through the preparation and submittal of competitive applications. In addition, the applicant tutorial will provide an overview of the funding priorities and evaluation criteria. Applicants who have questions regarding the Assistance to Firefighters Grants opportunity should contact the help desk at 1-866-274-0960 or at firegrants@dhs.gov. During the application period, the help desk will operate Monday to Friday, from 8:00 a.m. to 8:00 p.m. (EDT), but is prepared to revise hours of operation based on volume and demand.

The AFG Program is administered by the Department of Homeland Security (DHS) Federal Emergency Management Agency's (FEMA) Grant Programs Directorate in coordination with the U.S. Fire Administration.

For access to the FY09 Assistance to Firefighters Grant Program Guidance or FAQs - visit www.firegrantsupport.com/afg/.

[If you no longer wish to receive these emails, or you wish to update your profile, please click here.](#)

Narrative

Project Description:

The Town of Mansfield Division of Fire and Emergency Services is requesting grant monies to be awarded by the U.S. Department of Homeland Security (DHS) 2009 Assistance to Firefighters Grant (AFG) program to the department for communication equipment in the category of Operations and Firefighter Safety. If awarded, the grant funds would be used to address a severe shortage of Tone and Voice Pagers. The current inventory of these personal communication devices is outdated and technically unreliable. The request is intended to:

- Improve our individual member response notification system by eliminating existing equipment shortages
- Standardize communication equipment throughout the department
- Standardize tone alerting frequency assignments and create notification groups
- Bring the department into current NFPA standards.

The department is requesting \$48,720 for the purchase of 80 Tone and Voice Pagers.

Cost/Benefit

We believe the request is a cost effective approach to improving the department's call for service alerting capability by addressing the lack of reliability of our current "end user" notification system. In the event of an emergency the department must be able to provide for the safety of our firefighters; to do so it is imperative to have functional equipment that can be consistently relied upon to activate and alert our members to the need to respond to emergency incidents.

The Town of Mansfield Division of Fire and Emergency Services; a municipal combination workforce fire department supported by a volunteer association is the result of a successful consolidation of a service delivery system that had been previously comprised of two volunteer departments. The challenge faced by the new department is the integration of fire department operations and firefighter safety at the tactical level.

Dissimilar Tone and Voice Paging equipment is being used by members of the new department, a holdover from when the two volunteer departments were separate and independent entities. As a result, we currently make use of both High Band and Low Band Tone and Voice Pagers, have many Tone and Voice Pagers that are considered to be obsolete, and have a severe shortage of Pagers.

Funding this proposal would allow the department to replace Tone and Voice Pagers that have been in service for more than 10-15+ years. These older Pagers are no longer provided technical support or able to be repaired due to their age, which aggravates the department's existing shortage of Tone and Voice Pagers.

Granting this request for Tone and Voice Pagers will help the department to become technologically current with its own communication equipment as our regional dispatching center (Tolland County Mutual Aid Fire Service) addresses technology improvements to its notification infrastructure through frequency band changes and upgrades to tower site equipment.

The current generation of Tone and Voice Pagers include programming features such as multiple channel programming which would enable the department to target a group of specially trained department members such as those that belong to the regional Wildland Fire Crew or Dive Team.

Stored message capability, another available feature, enables individual members to replay a call alert, providing access to information provided by the dispatch center that might have been missed or lost.

If not funded the department would be forced to continue what it considers to be a failed program of replacement on an as-needed basis when existing in-service Tone and Voice Pager units fail. Due to budget restrictions this type of replacement program is limited to replacing small numbers of Pagers, does not allow us to provide Pagers to new members, never enables the department to address existing equipment shortages, and overall prevents the department from insuring its members have a consistently reliable notification system.

Statement of Effect

The Town of Mansfield Division of Fire and Emergency Services is a combination department with twelve full time career and fourteen part-time career personnel and sixty active volunteers. The department provides Fire, Rescue, and Emergency Medical Services to the Town of Mansfield which has a population of 24,884 including the student population of the University of Connecticut (2006 est.) and an area of 45 square miles.

Approving this proposal for Tone and Voice Pager equipment will improve member response to calls for service to each of our neighboring communities and enable the department to satisfy its mutual aid responsibilities and meet the expectations of our mutual aid partners; all firefighters are alerted to calls for service via Tone and Voice Paging. The Mansfield Department and all neighboring departments participate in a robust system of mutual aid that includes automatic mutual aid on the initial response.

Approving this proposal will enable the department to program Tone and Voice pagers so that members that participate on Regional Response Teams can be "target alerted" to calls for service, a capability the department does not currently possess with existing Pager technology in use. The Mansfield department is a member of a regional dispatch center; The Tolland County Mutual Aid Fire Service. The department supports and participates in Regional Response Teams, including a Search and Rescue Team, a Wildland Fires Team, and Dive Team. The County is in the process of forming a Swift Water Rescue Team as well.

Approving the Tone and Voice Pager equipment being requested will assist firefighters in making appropriate resource response decisions related to proper equipment and apparatus based on the type of incident. With consistent, accurate and reliable Tone Alerts for calls for service information received can be used to distinguish between available resources that should respond.

The Tone and Voice Pager equipment being requested will assist the department in meeting the requirements on NFPA 1221.

Finally, we believe the Tone and Voice Pager equipment being requested will enable the department to improve safety for its firefighters at emergency incidents. A consistent and reliable notification system will enable more firefighters to be alerted to calls for service. More firefighters arriving to incidents will give the incident commander more flexibility when assigning tasks. With adequate numbers of firefighters responding the opportunity to safely complete the various functional assignments is enhanced. Effective tone alerting provides the best method of notifying adequate numbers of personnel.



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant to the Town Manager; Cynthia van Zelm, Executive Director, Mansfield Downtown Partnership; Lon Hultgren, Director of Public Works
Date: May 11, 2009
Re: Contract with Greater Hartford Transit District for Design and Engineering of Intermodal Center

Subject Matter/Background

The Mansfield Downtown Partnership, Inc., has been working since 2001 to construct, in cooperation with the Town of Mansfield and the University of Connecticut, a mixed-use downtown center. A major part of creating the Storrs Center project is to develop accessible parking options for visitors, employees and residents of Storrs Center, while continuing to focus on the important role of the pedestrian. The proposed multi-level intermodal center, which is designed to include a significant transit component, will concentrate the necessary parking at the core of the project area, within a short walk of many destinations located in Storrs Center.

Groundbreaking on the initial phase of Storrs Center (Phase 1A, north side of Dog Lane including initial construction of the Town Square on south side of Dog Lane), is expected to start in early 2010. The parking for Phase 1A will be accommodated by both permanent surface lots on the north side of Dog Lane and temporary lots on the south side of Dog Lane (adjacent to the UConn Marketplace building). The first garage is scheduled to begin construction in mid-2010 pending completion of design and engineering (scheduled to begin this year) and construction will take about one year. Once the garage is built, the temporary parking is located to the garage, and the relocation of existing tenants to the Marketplace building is complete, the construction of the balance of Phase 1 can proceed. The first garage will accommodate most of the uses in Phase 1 with some spillover to the second garage. Given this schedule, the timing is critical to move ahead on the first garage so that the commercial and residential development can proceed beyond Phase 1A.

In 2007, the Town of Mansfield submitted to its congressional delegation a request for funding for the intermodal center. The Consolidated Appropriations Act of 2008 (Public Law 110-161) included \$500,000 for the intermodal center in the Bus and Buses Facilities account in the Federal Transit Administration (FTA). This amount has since been rescinded to \$490,000 by the federal government. The \$490,000 for design and engineering will compliment the state funding for the intermodal center. On May 30,

2008, the Connecticut Bond Commission awarded \$10 million to the Town of Mansfield for the first phase of the intermodal center for Storrs Center. On March 6, 2009, the Windham Region Council of Governments requested that the intermodal center be placed on the Statewide Transportation Improvement Program (STIP) for FY 2009.

The funding will include the design of an intermodal transportation facility that will provide parking as well as serve as a viable, convenient, centrally-located transfer station for University of Connecticut bus service, Windham Region Transit District local and express buses, intercity bus, and taxis, with improved pedestrian and bicycle access. The intermodal center is intended to provide transit between the modes of bus, automobile and bicycles. The location of an intermodal center at Storrs Center is in keeping with the goals of the Storrs Center project and the interests of the Mansfield community to provide access to a variety of transportation options with an emphasis on protecting the environment and creating a walkable downtown.

In order to access federal funding through the Federal Transit Administration, an entity must be approved as a "designated recipient" of FTA funds. Neither the Town nor the Windham Regional Transit District possess this designation. The Greater Hartford Transit District (GHTD) is designated as recipient of FTA funds and was recommended by the Boston office of the FTA to administer the funds. The GHTD is serving in a similar role for the Town of Enfield. As proposed, the GHTD will administer the grant through the FTA and ensure compliance thereof. The funding includes \$34,300 in administrative fees for the GHTD. The Town will be responsible for the design of the intermodal center, for administration and implementation of the project, for all contracts relating to the project and for all payment of project costs.

Financial Impact

As stated, the award will provide \$490,000 in funding for the design and engineering of the intermodal center for the Storrs Center project. This funding under the FTA Buses and Bus Facilities account requires an 80% federal/20% non-federal match. A portion of the State's \$10 million grant for the intermodal center (\$122,500) will provide the non-federal match. This has been confirmed with staff at the CT Department of Economic and Community Development (DECD), and included in the design budget for the DECD grant. The total project budget cost is \$612,500 which includes the federal share and the non-federal share cost of the project.

The Town will incur some administrative indirect costs to manage the project and grant. Town offices that will be involved in the project include Finance, Engineering, Planning and the Town Manager's office.

With assistance from the Town, the Mansfield Downtown Partnership Executive Director will continue to take the lead on administration of the grant as she has done with other Storrs Center related grants. The Executive Director will work closely with the staff of the Greater Hartford Transit District on meeting the requirements of the FTA.

Legal Review

The Town Attorney has reviewed and approved the contract as to form.

Recommendation

Staff recommends that the Town Council authorize the Town Manager to sign the attached contract with the Greater Hartford Transit District to provide grant administration services for the Town of Mansfield.

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

Resolved, that Matthew W. Hart, Town Manager, is hereby authorized to execute the Assistance Agreement between the Greater Hartford Transit District and the Town of Mansfield to provide grant administration services for the Federal Transit Administration grant of \$490,000 for the Town of Mansfield for design and engineering of the Storrs Center intermodal center.

Attachments

- 1) Assistance Agreement between the Town of Mansfield and the Greater Hartford Transit District

AGREEMENT NUMBER 09-GHTD-0000

THIS ASSISTANCE AGREEMENT, effective as of _____, 2009, by and between the Greater Hartford Transit District (the "District") and the Town of Mansfield, Connecticut (the "Town"),

WITNESSETH:

In consideration of the mutual covenants, promises and representations herein, the parties hereto agree as follows:

Section 1. Purpose of Assistance Agreement - The purpose of this Assistance Agreement is to provide for the undertaking of a mass transportation capital assistance project (the "Project") with District assistance to the Town using funds received by the District for such purpose in a maximum amount of \$490,000 under the provisions of Capital Grant Number CT-__-__-__ between the District and the Federal Transit Administration (the "FTA") of the U. S. Department of Transportation and using local share funds provided by the Town and/or other non-federal sources, and to state the terms and conditions upon which such assistance will be provided and the manner in which the Project will be undertaken.

The Town acknowledges that the District must apply for the FTA funds, generally prior to the federal fiscal year which begins October 1, and that the amount of FTA grants available will depend on annual approvals by the FTA.

The Project involves the planning and design of an intermodal transportation center as more fully described in *Exhibit A-1*. The Project shall be designed in accordance with the Plans and Specifications described in *Exhibit A-2*.

The Project will be undertaken in accordance with the terms and conditions of this Assistance Agreement, so that all costs of the Project are paid by the Town and/or other non-federal sources to the extent that they are not paid from Federal grants or other funding sources.

The costs for the Project and sources of funding are outlined in the Project Budget attached and incorporated herein as *Exhibit B*.

The Project may be undertaken in phases, which may include one or more feasibility evaluation phases, design phases and construction phases. For each phase this Assistance Agreement may be amended to include updated *Exhibit A-1*, *Exhibit A-2* and *Exhibit B*. All provisions of this Assistance Agreement will continue to apply following each amendment, except as specifically provided in the amendment.

The Budget for the Project shall itemize projected expenditures for the Project by task, and may be revised. The Budget for each task shall break down each expenditure item into FTA allowed costs

and non-FTA allowed costs. The Budget for each task shall show funding sources, including the FTA grant, Town Share and/or other non-federal sources and other funds.

The Budget shall include administrative charges and other related expenses of the District for each phase of the Project. The District's administrative charges and related expenses for this phase of the Project shall be \$ 34,300.00.

Section 2. Design of Project; Federal and Local Share Funds - The Town will undertake planning and design of the Project and shall be responsible for all administration and implementation of the Project, for all contracts relating to the Project and for all payments of Project costs. The Town shall advance all funds necessary for implementation of the Project.

The District, upon receipt of written request from the Town and proof of voucher payment for allowable costs under this Assistance Agreement, shall within fifteen days of receipt of request by the Town reimburse the Town for eighty percent (80%) of the FTA allowable costs provided the aggregate grant assistance does not exceed the maximum amount of available FTA funds approved by FTA to date for the Project and does not exceed the maximum amount of FTA assistance as set forth in Section 1 of this Assistance Agreement. The District shall have no obligation to make any requested payments to the Town unless and until the District receives FTA grant funds in an amount sufficient to make such payment. The cost of the Project may include all costs paid by the Town which are necessary or incidental to undertake said Project, including reasonable administrative expenses incurred by the Town. The Town's "local share" shall be twenty percent (20%) of said FTA allowable costs and the Town and/or other non-federal sources shall be responsible for 100% of all costs which are not FTA allowable costs. The "local share" may not be derived from federal funds or revenues from use of the Project. No grant assistance shall be paid to the Town unless the Town has paid the "local share" and all costs which are not FTA allowable costs.

The District's reasonable administrative charges and expenses shall be paid through deductions by the District from the amount of FTA funds to be paid to the Town.

The Town represents that it has appropriated the expenditure of funds in an amount of \$612,500. which is not less than the total Project Budget expenditures for the design phase, and which includes the Town's and/or other non-federal sources' local share of the Project in the amount of \$122,500. The Town represents that for each amendment of the Project Budget it will have appropriated additional amounts which equal or exceed the expenditure of funds for that phase of the total Project Budget, including the Town's and/or non-federal sources' local share for such phase, as reflected in the amended Project Budget. The District shall not be responsible to pay any portion of the Project's costs from its own funds. The Town shall also be responsible for all costs exceeding the amount of the Project Budget. The Town agrees that it will appropriate any additional sums which it may become obligated to pay hereunder.

Section 3. Compliance with FTA Requirements - The Town acknowledges that the use of FTA funds for the Project will impose requirements on the District with respect to the use and expenditure of such funds, how the Project is undertaken, future use and management of the Project and a variety

of other requirements. The Town agrees that it shall be responsible and shall comply with all such FTA requirements in the same manner and to the same extent as the District at the cost and expense of the Town. A copy of such requirements is appended hereto as *Exhibit C* (United States of America, Department of Transportation, Federal Transit Administration, Master Agreement, for Federal Transit Administration Agreements) which shall include all the laws, rules and regulations (Code of Federal Regulations or "CFR") referenced therein (the "FTA Requirements"). The Town shall be responsible for complying with all such FTA Requirements in the same manner as if it were the "Recipient" under such FTA Requirements. The Town shall be responsible for such compliance notwithstanding any other provision in this Assistance Agreement, and the failure to so comply and any loss of FTA funds or any obligation to repay FTA funds shall be solely the responsibility of the Town and not the District.

Section 4. Ownership of Designs and Material. The ownership of all design and material prepared under this Agreement shall be vested with the Town and the District.

Section 5. Procurements - The Town acknowledges that it has a written ethics code or standards of conduct which conforms to the FTA Requirements in all respects, including prohibiting the solicitation or acceptance of anything of monetary value from any contractor, prohibiting participation in selection or administration of contractors when there is a conflict of interest, and procedures to identify and prevent organizational conflicts of interest. The Town and all contractors shall comply with Executive Orders and DOT regulations on debarment and suspension. The Town represents that neither it, nor any of its contractors, nor either entity's "principals" as defined at 49 CFR § 29.105(p) is presently, or when any contract is entered into will then be, debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this procurement by any Federal department or agency. The Town will not pay any bonus or commission to obtain federal assistance and will not use federal assistance for lobbying, and will comply with the Hatch Act.

The Town shall follow the FTA Requirements with regard to all procurements and shall conduct all procurements to provide full and open competition as determined by FTA. The Town shall follow the FTA Requirements with respect to implementing the Project including the Brooks Act, real property, energy conservation and any other applicable provision.

The Town will comply with the Disadvantaged Business Enterprise ("DBE") Policy of the District. Said policy stipulates that DBEs shall have the maximum opportunity to participate in the performance of contracts financed in whole or in part with Federal Funds under this agreement. The District's DBE utilization goal, as incorporated in its Policy, is [9%] of all Federal Funds except those used to procure transit vehicles.

Section 6. Insurance. - The Town shall ensure that any firm selected to perform the design of the project maintains, at its own expense, in effect at all times, with an insurer licensed to do business in Connecticut, during the existence of this Project, an Errors and Omissions Insurance Policy in an amount not less than One Million Dollars (\$1,000,000).

Section 7. Records and Reports - All financial statements shall be in conformity with generally accepted accounting principles consistently applied.

The Town shall keep and maintain complete records of Project accounts and backup information.

The Town shall prepare and submit any reports required by the District or FTA pertaining to the financial assistance on the Project, including any necessary audits and closeout reports.

At any time at the request of the District, and at least once a year, the Town shall submit to the District a certificate of any appropriate officer of the Town which indicates compliance with the provisions of this Assistance Agreement including the FTA Requirements and which has attached copies of any documents in support of the certification. If requested by the District, such certification shall be on a form or forms provided by the District.

Section 8. District Roles and Responsibilities – The District will be the designated recipient of federal funds and has agreed to take on the role of grant administrator for funds earmarked under the Bus and Bus Related Facilities Program Funding. As a grantee of federal funds the District will be responsible for the administration and management of the grant in compliance with the grant agreement and applicable FTA circulars and regulations. The District will submit Annual Certifications and Assurances to the FTA and will ensure compliance to FTA circulars and regulations through annual independent audits and triennial reviews.

The District's Director of Grants and Contract Administration will prepare the grant, conduct the capital procurement, and the grant reporting and close out activities. The Director of Finance and Administrative Services will be responsible for grant accounting.

The District will prepare the grant application and submit it through the electronic award and management system (TEAM). The District will address any issues during the application process and the District's Executive Director will execute the grant agreement.

The District as the grantee is responsible for the following actions

- a. Provide continuous administrative and management direction to the project.
- b. Provide, directly or by contract, adequate technical inspection and supervision of all work in progress.
- c. Assure conformity to grant agreements, applicable statutes, codes, ordinances, and safety standards.
- d. Maintain the project work schedule agreed to by FTA and the grantee and constantly monitor grant activities to assure that schedules are met and other performance goals are being achieved.
- e. Keep expenditures within the latest approved project budget.
- f. Assure compliance with FTA requirements on the part of agencies, consultants, contractors, and subcontractors working under approved third party contracts or inter-agency agreements.

- g. Request and withdraw Federal cash only in amounts and at times as needed to make payments that are immediately due and payable.
- h. Arrange for an annual independent organization-wide audit in accordance with OMB Circular, A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
- i. Submit required reports electronically including narrative milestone progress reports and financial status reports. These reports include at a minimum:

Milestone/Progress Reports. Each milestone/progress report shall include the following data and addresses each activity line item within the approved grant unless FTA advises otherwise.

1. A discussion of all budget or schedule changes.
2. For each milestone, includes an original estimated completion date, revised estimated completion date, and the actual completion date if applicable.
3. Provides the dates of expected or actual requests for bid, delivery, etc.
4. Provides a narrative description of projects, status, specification preparation, bid solicitation, resolution of protests, and contract awards.
5. Analyzes significant project cost variances. Any activities should be discussed, together with a breakout of the costs incurred and those costs required to complete the project. Use quantitative measures, such as hours worked, sections completed or units delivered.
6. Includes reasons why any scheduled milestones or completion dates were not met, identifies problem areas and discusses how the problems will be solved. Discusses the expected impacts of delays and the steps planned to minimize these impacts.
7. Includes a list of all change orders and amounts exceeding \$100,000, pending or settled, during the reporting period. This list should be accompanied by a brief description.

Financial Status Reports. Grant recipients are required to submit financial information through the electronic award and management system. This report shall be provided concurrently with the milestone/progress reports.

Section 9. Compliance with Environmental Standards - The Town shall comply with all provisions of the FTA Requirements and provisions of State and federal law pertaining to environmental compliance with respect to the Project.

Section 10. Civil Rights - In connection with the carrying out of the Project, the Town shall not discriminate against any employee or applicant for employment, and shall ensure that each contractor for the Project will not discriminate against any employee or applicant for employment, because of race, color, religion, sex, disability, age, sexual orientation, or national origin. The Town shall take affirmative action to ensure that applicants are employed, and that employees are treated during their employment, without regard to their race, color, religion, sex, disability, age, sexual orientation, or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The

provisions of Executive Order No. 11236 of September 21, 1965, as amended, and all rules, regulations and orders of the Federal government issued pursuant thereto are incorporated herein by reference and made a part hereof. The Town shall comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. §2000d through §2000d-4) and all requirements imposed by Title 49, CFR Part 21 and other pertinent directives of the Federal government to the end that no person shall on the grounds of race, color, religion, sex or national origin be excluded from participation in, or be denied the benefits of, or be otherwise subjected to discrimination under the Project. The Town agrees to comply with the provisions of the Civil Rights Assurance given to the FTA by the District, which is incorporated herein by reference. The Town agrees to comply with and cause its contractors and subcontractors to comply with all other civil rights provisions as provided in the FTA Requirements.

Section 11. Conflicts of Interest - No member of or delegate to the Congress of the United States shall be admitted to any share or part of this Assistance Agreement or to any benefit arising therefrom.

No elected official, officer, or employee of the Town during his/her tenure or one year thereafter shall have any interest, direct or indirect, in this Assistance Agreement or the proceeds thereof.

Section 12. Termination - The District, on written notice, may terminate this Assistance Agreement, for good cause, prior to the completion of the Project Equipment, and such action shall in no event be deemed a breach of contract. Such termination may become necessary as a result of the Town's failure to comply with, to the satisfaction of the District or the FTA, the provisions of this Assistance Agreement including the FTA Requirements, or as otherwise provided in this Assistance Agreement. Upon any such termination the Town shall pay to the District any amounts which the District may incur, including any reimbursement of Federal funds, as a result of such termination.

Section 13. Design Activities - The Town agrees to provide and maintain competent and adequate engineering supervision of the design services to ensure that the architect and engineering work conforms to the approved agreement and scope of services. Further, the Town agrees to provide progress reports and other such information and data as requested by the District.

Section 14. Indemnification - The Town, in accepting this Assistance Agreement, agrees that it shall indemnify and hold harmless the District, and the directors, officers, employees, and agents of the District, from all claims, suits, actions, liabilities, damages and costs, including reasonable attorneys' fees, of every name and description directly resulting from or arising out of the District's application for grant funds, the awarding of such funds, the ordering and acquisition of the Project, the ownership, and use of the Project and the implementation of this Assistance Agreement. The Town agrees that it shall not use the defense of governmental immunity in the adjustment of any claims by the District pertaining to this Assistance Agreement.

Section 15. The Assistance Agreement - This Assistance Agreement includes all Exhibits attached thereto, and any other provisions referred to in this Assistance Agreement.

The Town shall do nothing which would cause the District to be in violation of the requirements imposed on it by the FTA as the recipient of Federal funds, and such compliance shall be a continuing obligation of the Town and a condition to the continuing control of the Project pursuant to this Assistance Agreement.

Nothing contained in this Assistance Agreement is intended to or shall limit the obligations of the parties hereto under any applicable State or Federal law.

Section 16. Integrity - The Town hereby certifies that it, its principals, sub-recipients, or sub-contractors are not on the United States of America's Comptroller General's list of ineligible contractors and that none of the above persons or entities by defined events or behavior, potentially threaten the integrity of this Federally supported contract.

Section 17. Prohibition Against Use of District Funds for Lobbying - The Town agrees that it will insure that:

(1) The Town represents that funds received from the District by the Town under this Agreement have not been paid and shall not be paid by or on behalf of the Town to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal amendment, or modification of any Federal contract, grant, loan, or cooperative agreement used for publicity or propaganda purposes designed to support or defeat legislation pending before Congress; and,

(2) The Town will comply and will assure the compliance by each contracting party and lessee of the Project with the FTA Requirements on restrictions on lobbying.

This Assistance Agreement may be simultaneously executed in two counterparts, each of which shall be considered an original.

The District has executed this Assistance Agreement this _____ day of

_____, 2009.

GREATER HARTFORD TRANSIT DISTRICT

By: _____

Stephen F. Mitchell
Chairman

Witness _____

The Town has executed this Assistance Agreement this _____ day of _____, 2009.

TOWN OF MANSFIELD, CONNECTICUT

Witness

By: _____
Town Manager

[Execution Page to Assistance Agreement]

EXHIBIT A-1

DESCRIPTION OF PROJECT

The primary purpose of the proposed Mansfield Intermodal Transportation Center is to co-locate multiple transportation modes in one central location in the Storrs Center section of Mansfield.

The proposed site for this project is on an approximate 50 acre site on Storrs Road/Route 195 located adjacent to the current commercial block and across from EO Smith High School. The property consists of two private properties with the majority of the land currently owned by the University of Connecticut. A purchase and sale agreement has been negotiated between the University and the master developer Storrs Center Alliance for the University owned property. The center will sit on what is currently University owned property but will be land purchased by Storrs Center Alliance. The site will provide a viable, convenient, centrally-located transfer station for UCONN Transit and Willimantic local and express buses, Windham Region Transit District's ADA Paratransit and demand response services, local Dial-A-Ride Services, intercity bus, and taxis, with improved pedestrian and bicycle access. The facility will also accommodate bus access for transit vehicles.

The Town of Mansfield views the creation of a new intermodal center to be an opportunity to generate transit oriented development that complements the approved concept plan for Storrs Center. Storrs Center will be a mixed used town center and main street corridor at the cross roads of the Town of Mansfield, CT and the University of Connecticut. The new downtown will occupy approximately 17 acres of the overall 47.7 acre site and will include a new town square and a smaller market square across from Town Hall. Storrs Center will combine retail, restaurants and office uses with a variety of residence types including studios, town homes, condominium apartments and rental apartments. An intermodal center incorporating parking will be provided. The remainder of the site will be preserved primarily for open space and conservation. The Town plan will knit architecture, pedestrian oriented streets, small lanes, and public spaces into a series of small neighborhoods that will make up the new fabric of the Town center. Ground floor retail and commercial uses opening onto landscaped sidewalks and intimate streets will reinforce traditional street front activity and shared community spaces will be supported by residences above and throughout the neighborhood.

Design services include the preparation of preliminary design concepts concluding with final design documents that include construction specifications. The effort includes examination of access issues, a parking study for integrating all modes of transportation into the area and to evaluate capacity constraints. Pedestrian and bicycle access from the residential areas is also an area of study that will be undertaken.

This phase of the project described above requires \$612,500 for completion of the design stage. It is anticipated that the entire project when complete will be approximately \$10 million dollars. The design phase of the project has been authorized in the Consolidated Appropriations Act of 2008, totaling \$490,000.

EXHIBIT A-2

PLANS AND SPECIFICATIONS

The Greater Hartford Transit District (the "District") and the Town of Mansfield propose the construction of an intermodal transportation center for the Town of Mansfield at Storrs Center. This phase of the project involves the design of an intermodal transportation facility in the Storrs Center section of Mansfield. The Intermodal Center will provide a viable, convenient, centrally-located transfer station for UCONN Transit and Willimantic local and express buses, Windham Region Transit District's ADA Paratransit and demand response services, local Mansfield Dial-A-Ride Services, intercity bus, and taxis, with improved pedestrian and bicycle access.

The Intermodal Center will provide transit-related amenities for passengers at the facility. The facility design may incorporate such items as a passenger waiting area; a transit informational kiosk; a ticket counter that can sell fare media for the various modes of transportation; a vending area; public restrooms, and other transit related features. The facility will accommodate bus access, taxi staging, and approximately 500 parking spaces.

Specific tasks include:

- Develop preliminary layout for intermodal center functions, including passenger waiting areas and drop off locations for buses and other modes of transportation;
- Review and refine parking and traffic circulation plan at and around the intermodal center; develop an estimate of number of parking spaces required for the intermodal bus station. The intermodal center is intended to provide transfers between modes: bus, automobile, bikes, provision of sufficient parking space will be necessary to insure the station operates as intended;
- Complete architectural and structural design of the facility, including the preparation of bid documents.

The Town of Mansfield will own the facility and assume responsibility for operations and maintenance. The Town of Mansfield will be using local share funds provided by the Town and/or other non-federal sources as well as staff support for this project. This facility will be associated with the proposed Storrs Center project supported by the Town of Mansfield and the University of Connecticut and spearheaded by the Mansfield Downtown Partnership. The Municipal Development Plan for Storrs Center was approved by the Connecticut Department of Economic and Community Development in January 2006 after approvals by the Mansfield Town Council, University Board of Trustees, Partnership Board of Directors, Mansfield Planning & Zoning Commission, and the Windham Region Council of Governments.

EXHIBIT B

PROJECT BUDGET

The Budget of the Project shall show (A) itemized budgeted expenditures including GHTD administrative charges and each expenditure item under the following categories: FTA allowed costs, non-FTA allowed costs, and Total, and (B) funding sources under the following categories: FTA grant, Non-Federal share, other funds, and Total. Budget shall show which phases of the Project are applicable (based on each amendment).

EXHIBIT B

INTERMODAL TRANSPORTATION CENTER AT STORRS CENTER
TOWN OF MANSFIELD

80% FTA GRANT = \$490,000
20% NON-FEDERAL MATCH = \$122,500

A. APPLICABLE PHASES	TOTAL	FTA ALLOWED	NON-FTA ALLOWED
PROJECT BUDGET			
A&E CONSULTANT SERVICES	\$578,200.00	\$578,200.00	
GHTD GRANT MANAGEMENT ACTIVITIES	\$34,300.00	\$34,300.00	
TOTAL	\$612,500.00	\$612,500.00	\$0.00

*FTA Allowed Includes Non-Federal Match

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B. FUNDING	FTA FUNDING	NON-FED MATCH	EST. TOTAL ELIGIBLE COSTS
A&E CONSULTANT SERVICES	\$462,560	\$115,640	\$578,200
GHTD GRANT MANAGEMENT ACTIVITIES	\$27,440	\$6,860	\$34,300
TOTAL	\$490,000.00	\$122,500.00	\$612,500.00

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**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *Matt*
CC: Maria Capriola, Assistant to the Town Manager; Cynthia van Zelm, Executive Director, Mansfield Downtown Partnership
Date: May 11, 2009
Re: Assistance Agreement with DECD for Parking Garage/Transit Hub

Subject Matter/Background

The Mansfield Downtown Partnership, Inc., has been working since 2001 to construct, in cooperation with the Town of Mansfield and the University of Connecticut, a mixed-use downtown center. A major part of creating the Storrs Center project is to develop accessible parking options for visitors, employees, and residents of Storrs Center, while continuing to focus on the important role of the pedestrian. The proposed multi-level parking garage/transit hub, which is designed to include a significant transit component, will concentrate the necessary parking at the core of the project area, within a short walk of many destinations located in Storrs Center.

Groundbreaking on the initial phase of Storrs Center (Phase 1A, north side of Dog Lane including initial construction of the Town Square on south side of Dog Lane), is expected to start in early 2010. The parking for Phase 1A will be accommodated by both permanent surface lots on the north side of Dog Lane and temporary lots on the south side of Dog Lane (adjacent to the UConn Marketplace building). The first garage is scheduled to begin construction in mid-2010 pending completion of design and engineering (scheduled to begin this year) and construction will take about one year. Once the garage is built, the temporary parking is located to the garage, and the relocation of existing tenants to the Marketplace building is complete, the construction of the balance of Phase 1 can proceed. The first garage will accommodate most of the uses in Phase 1 with some spillover to the second garage. Given this schedule, the timing is critical to move ahead on the first garage so that the commercial and residential development can proceed beyond Phase 1A.

In August 2005, the Town of Mansfield applied to the Connecticut Department of Economic and Community Development (DECD) for an Urban Action Grant seeking: \$12 million for the partial cost of municipal parking facilities, 2) \$500,000 for relocation expenses for businesses that will be relocated as part of the project, and 3) \$2.5 million for partial cost of improvements for the Storrs Road. The total amount of the grant request was \$15 million. On March 30, 2007, the Connecticut Bond Commission awarded \$2.5 million to the Town of Mansfield for improvements to Storrs Road. That

project is underway with the imminent selection of an engineering firm to undertake the design and engineering of Storrs Road.

On May 30, 2008, the Connecticut Bond Commission awarded \$10 million to the Town of Mansfield for a parking facility. To receive this funding, the attached Financial Assistance Proposal must be approved by Council and sent to the Connecticut Department of Economic and Community Development (DECD) as a precursor to an Assistance Agreement between the Town and DECD. Once the Assistance Agreement is signed, funding can be released.

The Financial Assistance Proposal does detail various restrictions and requirements that the Town and the developer must comply with in order to receive the state funding. Most notably, the Town will be required to own the facility and use it as a parking garage for a ten-year period. Nothing in the proposal, however, would preclude the Town from contracting out the operations of the facility.

Financial Impact

As stated, the award will provide \$10 million in funding for the parking garage/transit hub component of the Storrs Center project. The Town of Mansfield is not required to provide any match, but will incur some administrative indirect costs to manage the project and grant. Town offices that will be involved in the project include Finance, Engineering, Planning and the Town Manager's office.

With assistance from the Town, the Mansfield Downtown Partnership Executive Director will continue to take the lead on administration of the grant as she has done with other Storrs Center related grants.

Legal Review

There is no legal review required.

Recommendation

With the approval of the attached Financial Assistance Proposal, resolution and budget, an Assistance Agreement will need to be signed between the Town of Mansfield and the CT Department of Economic and Community Development. Staff recommends that the Town Council authorize the Town Manager to execute an Assistance Agreement with the State of Connecticut for State financial assistance in the amount of \$10 million.

If the Town Council supports this recommendation, the attached resolution is in order.

Attachments

- 1) Resolution authorizing the Town Manager to execute and file an application for \$10 million for the intermodal center 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.
- 2) Financial Assistance Proposal and Budget



Certified Resolution of the Town of Mansfield

I, _____, _____ certify that below is a true and correct copy of a resolution duly adopted by the Town of Mansfield at a meeting of its Town Council duly convened on _____ and which has not been rescinded or modified in any way whatsoever.

Date

Mary Stanton, Town Clerk

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 \$10,000,000 in order to undertake Parking Garage/Transit Hub and to execute an Assistance Agreement.

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

1. That it is cognizant of the conditions and prerequisites for state assistance, as imposed by Section 4-66 (c) of the Connecticut General Statutes;
2. That the filing of an application for State financial assistance by the Town of Mansfield in an amount not to exceed \$10,000,000 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.
3. That it adopts or has adopted as its policy to support the following nondiscrimination agreements and warranties provided in subsection (a)(1) of Connecticut General Statutes sections 4a-60 and 4a-60a, respectively, as amended by Public Acts 07-142 and 07-245, and for which purposes the "contractor" is the Town of Mansfield and "contract" is said Assistance Agreement:

The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate or permit 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 contractor further agrees to take affirmative action to insure that applicants with job-related qualifications are employed and that employees are treated when employed without regard to their 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.

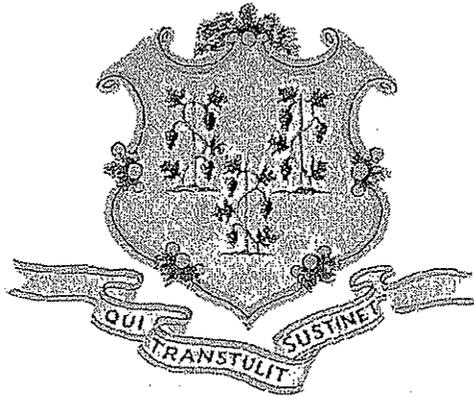
The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of sexual orientation, in any manner prohibited by the laws of the United States or of the state of Connecticut, and that employees are treated when employed without regard to their sexual orientation.

State of Connecticut

Governor M. Jodi Rell

Department of Economic and Community Development

Commissioner Joan McDonald



Financial Assistance Proposal

For

Mansfield Parking Garage
Town of Mansfield

April 2009

May 4, 2009

Mr. Matthew W. Hart
Town Manager
Town of Mansfield
Audrey P. Beck Municipal Building
4 South Eagleville Road
Mansfield, CT 06268-2599

Dear Mr. Hart:

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 construct a parking garage for the Storrs Center mixed-use development in Mansfield. 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 Nelson Tereso, your Project Manager, at 860-270-8213.

Sincerely,

Joan McDonald
Commissioner

Agreed and Accepted By:

Town of Mansfield

Mr. Matthew W. Hart, Town Manager

Date

BACKGROUND

Applicant Description:

Mansfield was established as a municipality in 1702. Mansfield's land coverage extends 44 miles and has a population of approximately 24,726.

The Town of Mansfield is a collection of small villages that offer a tranquil, community setting with many educational and cultural events. The village of Storrs is the gateway to the world of education, research and culture at the prestigious University of Connecticut. The University is home to museums, first rate theatres, entertainment and Division 1 sporting events. The UCONN spirit brings thousands to the Mansfield community.

Project Description:

These funds will provide a grant to the Town of Mansfield to finance the construction of a parking garage to serve the Storrs Center mixed use development adjacent to the University of Connecticut campus.

SOURCE AND USE OF FUNDS

Sources of Funds

Department of Econ. And Comm. Develop. –	\$10,000,000
Capital Improvements – PA 07-7, JSS, Sec.100 (b)(c)(1)	
Total	\$10,000,000

Use of Funds

Administration	\$ 5,000
Architectural/Engineering	\$ 205,000
Construction	\$ 9,290,000
Contingency	\$ 500,000
Total	\$ 10,000,000

- The figures above may be amended from time to time through requests for revisions to the Project Financing Plan and Budget, as approved by the Department of Economic and Community Development.*

FINANCIAL ASSISTANCE PROPOSAL

This financial assistance proposal is based upon the commitment of the Town of Mansfield (hereafter, the "Applicant"), to implement the project as described herein. The State of Connecticut, acting through the Department of Economic and Community Development (hereafter, "DECD") and under the provisions of the Capital Improvements, PA 07-7, JSS, Sec.100 (b)(c)(1) proposes a financial assistance package consisting of a grant in the total amount of \$10,000,000.

DECD financial assistance shall not exceed \$10,000,000 of the total project cost as described in this proposal, or whichever is less, as set forth in the most recently approved Project Financing Plan and Budget.

The components of this financial assistance are outlined below:

Applicant:	Town of Mansfield
DECD Financing:	\$10,000,000 Grant
Amount and Use of DECD Funds:	\$ 5,000 Administration
	\$ 205,000 Engineering
	\$ 9,290,000 Construction
	\$ 500,000 Contingency
	\$ 10,000,000 TOTAL

PROPERTY RESTRICTIONS

Negative Pledge

The Applicant agrees that it will execute a Negative Pledge and Agreement ("Negative Pledge") in a form acceptable to the Commissioner, which Negative Pledge shall provide that the Applicant shall not sell, lease, transfer, assign, or in any way encumber or otherwise dispose of the Applicant's property, located within the Project area in whole or in part, without first obtaining the written consent of the Commissioner. The Negative Pledge shall be recorded on the land records of the Town of Mansfield.

Use Restriction

The Applicant covenants and agrees that the Applicant's property, located within the Project area, shall be used as a public parking garage for a period of ten (10) years. Applicant agrees that it shall execute a Declaration of Restrictive Covenant ("the Covenant") in a form acceptable to the Commissioner, which shall be filed on the land records of the Town of Mansfield. The Covenant shall be enforceable by the State and shall provide that any conveyance of Applicant's property shall be subject to the terms of the Covenant.

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 Responsible Development 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/ecd/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.

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 May 30, 2008, 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.

EXPIRATION

The Town of Mansfield must accept this proposal no later than June 5, 2009 or thirty calendar days after the date of proposal whichever is sooner. 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/xeorder3.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/xeorder17.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 approval by the State Bond Commission, and may be subject 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 Public Act 07-7, Sec.100 (b)(c)(1). 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.

SPECIAL CONDITIONS

As a condition of state funding, the applicant shall provide verification that private investment towards the development of Storrs Center is being made which will leverage the state's investment. This condition shall be satisfied by providing proof that certain buildings located within Phase 1 of the Storrs Center Development have broken ground before construction commences at the parking garage. The applicant will be required to provide evidence to the satisfaction of DECD that Phase 1 of the Storrs Center Development has adequate financing to complete the project prior to the release of any construction funding.

DECD CONTACTS

Development Manager: Your 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: Brian Dillon

Phone #: 860-270-8156

Community Development Director: Your Director is also available to you at any time for issues pertaining to all aspects of your project.

Contact: Peter Simmons

Phone #: 860-270-8149

Project Engineer: The Engineer assigned to your project is available to you at any time for issues concerning construction and environmental questions.

Contact: Nelson Tereso

Phone #: 860-270-8213

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.

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									
Unaudited balance sheet and Cumulative Statement of Program costs	Due every six months until project is complete	X	X	X									
Special Reports	Due every six months until project is complete	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

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

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

Attn: Nelson Tereso
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 that may be required:

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).



DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT

PROJECT FINANCING PLAN & BUDGET



Initial Submission: X
 Revision #: _____

Applicant: <u>Town of Mansfield</u>		For Internal Use Only	
Project Name: <u>Storrs Center Parking Garage/Transit Hub</u>		Program Title: _____	
Federal ID #: <u>06-6002032</u> Social Sec. #: _____		Project #: _____	
<u>Budget Period</u>		Budget Period Approved by DECD	
Start	<u>1-May</u>	<u>2009</u>	Start _____
End	<u>31-Dec</u>	<u>2010</u>	End _____
THE FOLLOWING APPLIES TO HOUSING PROJECTS ONLY			
Units Counted By: () Beds () Bedrooms			
Total Units: _____	Assisted Units: _____	Unit Mix: 0BR	1BR 2BR 3BR 4BR

SOURCES OF FUNDING	NON-DECD FUNDS		DECD FUNDS		TOTAL
	CASH	IN-KIND	GRANT	LOAN	
Private Investment					\$ -
Bank Financing					\$ -
CT. Development Authority					\$ -
CT. Innovations, Inc.					\$ -
CHFA					\$ -
DECD Program #1 <u>Urban Action</u>			\$ 10,000,000		\$ 10,000,000
DECD Program #2 _____					\$ -
Other Private _____					\$ -
Federal (Consolidated Appropriations Act 2008)	\$ 490,000				\$ 490,000
TOTAL SOURCES	\$ 490,000	\$ -	\$ 10,000,000	\$ -	\$ 10,490,000

Approval of the Project Financing Plan and Budget for State Assistance in the amount shown in the above summary and for the time period indicated is hereby requested. It is understood that the project will be operated in accordance with the Project Financing Plan and Budget approved by the Connecticut Department of Economic and Community Development.

Date Submitted: _____ Applicant: _____

Authorized Signature: _____ Title: _____

FOR INTERNAL USE ONLY

The Project Financing Plan and Budget is hereby approved in the amounts and for the time period indicated.

Date: _____ Signed: _____
 Executive Director

Date: _____ Signed: _____
 Joan McDonald, Commissioner

Submission Date: May 2009 Initial Submission: [X] Revision #: _____
 Applicant Name: _____ Town of Mansfield
 Project Name: _____ Storrs Center Parking Garage/Transit Hub

Acct. Code	PROJECT INCOME DETAIL	DECD PROGRAM #1	DECD PROGRAM #2	OTHER FUNDS:	TOTAL FUNDS
1310.1	SALE OF LAND OR BLDGS				\$ -
1310.2	RENTAL OF LAND OR BLDGS				\$ -
1310.3	SALE OF SALVAGE OR EQUIP.				\$ -
1310.4	INVESTMENT INTEREST				\$ -
1310.5	SITE NET INCOME				\$ -
1310.6	OTHER PROJECT INCOME				\$ -
	TOTAL PROJECT INCOME	\$	\$	\$	\$

Acct. Code	USES SUMMARY	DECD PROGRAM #1	DECD PROGRAM #2	OTHER FUNDS:	TOTAL FUNDS
1405	LAND				\$ -
1410	OTHER DEVELOP EXPENSES				\$ -
1415	ADMINISTRATION	\$ 5,000			\$ 5,000
1420	CARRYING CHARGES				\$ -
1425	ARCHITECTURAL & ENGINEERING	\$ 205,000		\$ 490,000	\$ 695,000
1430	CONSTRUCTION	\$ 9,290,000			\$ 9,290,000
1435	OTHER WORKING CAPITAL				\$ -
1440	CAPITAL COSTS				\$ -
1445	RESEARCH & DEVELOPMENT				\$ -
1450	FURNISHINGS/EQUIPMENT				\$ -
1455	CONTINGENCY	\$ 500,000			\$ 500,000
	TOTAL PROJECT COSTS	\$ 10,000,000	\$ -	\$ 490,000	\$ 10,490,000

	USES	DECD PROGRAM #1	DECD PROGRAM #2	OTHER FUNDS:	TOTAL FUNDS
1405	LAND				
1405.1	LAND COST/SITE ACQ				\$ -
1405.2	APPRAISAL FEES				\$ -
1405.3	SITE IMPROVEMENTS				\$ -
1405.4	WATER/UTILITY HOOKUPS				\$ -
					\$ -
					\$ -
					\$ -
	TOTAL LAND	\$	\$	\$	\$

1410	OTHER DEVELOPMENT EXPENSES				
1410.1	TRAINING				\$ -
1410.2	DEVELOPER'S FEE				\$ -
1410.3	RELOCATION				\$ -
1410.4	REVOLVING LOAN FUND				\$ -
					\$ -
	TOTAL OTHER DEVELOP EXPENSE	\$	\$	\$	\$

Submission Date: May 2009 Initial Submission: [X] Revision #: _____
 Applicant Name: Town of Mansfield
 Project Name: Storrs Center Parking Garage/Transit Hub

Code	USES	DECD PROGRAM #1	DECD PROGRAM #2	OTHER FUNDS:	TOTAL FUNDS
30	CONSTRUCTION (Attach additional schedules as needed)				
30.1	GENERAL CONSTRUCTION	\$ 9,290,000			\$ 9,290,000
30.2	LEASEHOLD IMPROVEMENTS				\$ -
30.3	PERMITS				\$ -
30.4	DEMOLITION				\$ -
30.5	ENVIRONMENTAL REMEDIATION				\$ -
					\$ -
					\$ -
					\$ -
	TOTAL CONSTRUCTION	\$ 9,290,000	\$ -	\$ -	\$ 9,290,000
35	OTHER WORKING CAPITAL				
35.1	ACCOUNTS RECEIVABLE				\$ -
35.2	INVENTORY				\$ -
					\$ -
					\$ -
	TOTAL OTHER WORKING CAPITAL	\$ -	\$ -	\$ -	\$ -
40	CAPITAL COSTS				
40.1	MACHINERY & EQUIPMENT				\$ -
40.2	APPRAISAL (M & E)				\$ -
					\$ -
					\$ -
	TOTAL CAPITAL COSTS	\$ -	\$ -	\$ -	\$ -
45	RESEARCH & DEVELOPMENT				
45.1	RESEARCH AND DEVELOPMENT				\$ -
					\$ -
	TOTAL RESEARCH & DEVELOPMENT	\$ -	\$ -	\$ -	\$ -
150	FURNISHINGS/EQUIPMENT				
150.1	OFFICE EQUIPMENT				\$ -
150.2	COMPUTER SOFTWARE				\$ -
150.3	COMPUTER EQUIPMENT				\$ -
					\$ -
	TOTAL FURNISHINGS/EQUIPMENT	\$ -	\$ -	\$ -	\$ -
155	CONTINGENCY				
155.1	CONTINGENCY	500,000			500,000
	TOTAL CONTINGENCY	500,000	\$ -		500,000
	TOTAL PROJECT COST	\$ 10,000,000	\$ -	\$ 490,000	\$ 10,490,000
	LESS: PROJECT INCOME (if applicable)	\$ -	\$ -	\$ -	\$ -
	NET PROJECT COST	\$ 10,000,000	\$ -	\$ 490,000	\$ 10,490,000

SCHEDULE A - SALARIES

Submission Date: <u>May 2009</u>	Initial Submission: [<input checked="" type="checkbox"/>]	Revision #: [<input type="checkbox"/>]
Applicant Name: <u>Town of Mansfield</u>		
Project Name: <u>Storrs Center Parking Garage/Transit Hub</u>		

Salaries/Cash (Paid) - Job description must be submitted for each position

Position	Annual Salary	# of Positions	% Charged to this Project	Total Salaries Paid
Total Salaries Paid				\$

Salaries/In-Kind (Not Paid with Project Funds) - Job description must be submitted for each position

Position	Annual Salary	# of Positions	% Charged to this Project	Total Salaries Paid
Total Salaries Paid				\$

PAGE
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**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant to Town Manager; Mary Stanton, Town Clerk
Date: May 11, 2009
Re: Uniform Term of Service and Reorganization of Various Advisory Committees

Subject Matter/Background

The Committee on Committees has been reviewing the term of appointment Boards and Commissions in Town and has identified a number of boards with un-mandated terms ranging from one to five years. In an effort to establish a uniform term of office the Committee is recommending that three-year terms be instituted for all citizen committee members unless other terms are mandated by statute. If this proposal is approved by Council, the Committee on Committees will assign terms of one, two or three years for current members with all subsequent appointments scheduled for three-year terms.

There is one committee - the Emergency Management Advisory Committee – that would require an amendment to its enabling ordinance to change the term of office from two to three years. However, staff is considering a number of other potential changes to this ordinance and the revision to the term office for committee members could be made under an overall review of the Emergency Management ordinance.

The Committee on Committees has also been exploring the possibility of combining the functions of the some of the appeal boards serving the Town and is specifically recommending that the Advisory Committee on Persons with Disabilities also serve as the ADA Grievance Committee. According to the most recent Department of Justice ADA Guide for Small Towns, all towns with 50 or more employees must have an ADA grievance procedure, but the guide does not establish specific criteria for the establishment of the process. Both of these Committees were enacted by resolutions of the Town Council and therefore could be modified in the same manner.

The Committee on Committees reviewed the possibility of disbanding the Personnel Appeals Board and replacing it with a subcommittee of the Council and the appointment of two citizens by the Town Manager on an as needed basis. For a number of reasons including the neutrality of citizen volunteers and the limited number of staff for which the appeals board is applicable, the Committee decided to retain the Personnel Appeals Board as currently configured.

In addition, the Committee on Committees considered disbanding the Building Board of Appeals. If an appeal were to arise the Committee suggested using the appeals

process codified in Connecticut General Statutes § 29-266c, which outlines a process for towns to use if there is no Board of Appeals established in the municipality. Upon further investigation it was discovered that CGS § 29-266 states that a Board of Appeals shall be appointed by each municipality, and the Town Attorney has confirmed that every town is legally required to have a Building Board of Appeals.

Lastly, the Committee on Committee is recommending that the Fire and Emergency Committee and the Wellness Center Advisory Board be disbanded, as they are no longer functioning committees.

Recommendation

If the Council concurs with the recommendations of the Committee on Committees, the following resolutions are in order:

RESOLVED: The term of office for the Agricultural Committee, the Arts Advisory Committee, the CATV Advisory Committee, the Town Council Sustainability Committee, the Mansfield Advocates for Children Council, the University-Town Relations Committee and the Youth Advisory Committee shall be established as three (3) year terms for all citizen members. The Committee on Committees shall establish the initial terms of one, two or three years for the current members of each Board, Council or Committee. Subsequent appointments for all citizen members shall be for three (3) year terms. Members appointed by specifically designated institutions and members who are Town staff shall be exempt from the term designations.

RESOLVED: The ADA Grievance Committee as established by the Town Council on November 23, 1992 shall be dissolved, and further that pursuant to the US Department Justice ADA Guidelines, the Advisory Committee on Persons with Disabilities shall be designated as the ADA Grievance Committee for the Town of Mansfield. This designation shall be effective immediately.

RESOLVED: The Fire and Emergency Services Committee and the Wellness Center Advisory Board shall be dissolved, effective immediately.

Attachments

1) Connecticut General Statutes §29-266

Sec. 29-266. (Formerly Sec. 19-402). Municipal board of appeals. Filing of appeals in absence of board of appeals. (a) A board of appeals shall be appointed by each municipality. Such board shall consist of five members, all of whom shall meet the qualifications set forth in the State Building Code. A member of a board of appeals of one municipality may also be a member of the board of appeals of another municipality.

(b) When the building official rejects or refuses to approve the mode or manner of construction proposed to be followed or the materials to be used in the erection or alteration of a building or structure, or when it is claimed that the provisions of the code do not apply or that an equally good or more desirable form of construction can be employed in a specific case, or when it is claimed that the true intent and meaning of the code and regulations have been misconstrued or wrongly interpreted, or when the building official issues a written order under subsection (c) of section 29-261, the owner of such building or structure, whether already erected or to be erected, or his authorized agent may appeal in writing from the decision of the building official to the board of appeals. When a person other than such owner claims to be aggrieved by any decision of the building official, such person or his authorized agent may appeal, in writing, from the decision of the building official to the board of appeals, and before determining the merits of such appeal the board of appeals shall first determine whether such person has a right to appeal. Upon receipt of an appeal from an owner or his representative or approval of an appeal by a person other than the owner, the chairman of the board of appeals shall appoint a panel of not less than three members of such board to hear such appeal. Such appeal shall be heard in the municipality for which the building official serves within five days, exclusive of Saturdays, Sundays and legal holidays, after the date of receipt of such appeal. Such panel shall render a decision upon the appeal and file the same with the building official from whom such appeal has been taken not later than five days, exclusive of Saturdays, Sundays and legal holidays, following the day of the hearing thereon. A copy of such decision shall be mailed, prior to such filing, to the party taking such appeal. Any person aggrieved by the decision of a panel may appeal to the Codes and Standards Committee within fourteen days after the filing of the decision with the building official. Any determination made by the local panel shall be subject to review de novo by said committee.

(c) If, at the time that a building official makes a decision under subsection (b) of this section, there is no board of appeals for the municipality in which the building official serves, a person who claims to be aggrieved by such decision may submit an appeal, in writing, to the chief executive officer of such municipality. If, within five days, exclusive of Saturdays, Sundays and legal holidays, after the date of receipt of such appeal by such officer, the municipality fails to appoint a board of appeals from among either its own residents or residents of other municipalities, such officer shall file a notice of such failure with the building official from whom the appeal has been taken and, prior to such filing, mail a copy of the notice to the person taking the appeal. Such person may appeal the decision of the building official to the Codes and Standards Committee within fourteen days after the filing of such notice with the building official. If the municipality succeeds in appointing a board of appeals, the chief executive officer of the municipality shall immediately transmit the written appeal to such board, which shall review the appeal in accordance with the provisions of subsection (b) of this section.

(d) Any person aggrieved by any ruling of the Codes and Standards Committee may appeal to the superior court for the judicial district where such building or structure has been or is being erected.

(1949 Rev., S. 4113; 1969, P.A. 443, S. 12; 1971, P.A. 802, S. 9; P.A. 76-436, S. 391, 681; P.A. 78-280, S. 1, 127; P.A. 82-432, S. 14, 19; P.A. 85-321, S. 2, 3; P.A. 92-164, S. 2; P.A. 93-78; P.A. 04-150, S. 5.)

History: 1969 act rephrased provisions establishing board of appeals, set membership at five and allowed members to serve on more than one board, allowed appeals by owners of buildings "whether

already erected or to be erected", added provisions re hearings by panel, to be followed by appeals to state building code standards committee and then to court of common pleas, replacing provision for appeals from board of appeals directly to court of common pleas; 1971 act added provisions concerning appeals by persons other than owners; P.A. 76-436 replaced court of common pleas with superior court and added reference to judicial districts, effective July 1, 1978; P.A. 78-280 deleted reference to counties; P.A. 82-432 replaced state building code standards committee with codes and standards committee; Sec. 19-402 transferred to Sec. 29-266 in 1983; P.A. 85-321 divided the section into Subsecs., inserting new language in Subsec. (c), specifying a procedure for filing of appeals in the absence of a municipal board of appeals; P.A. 92-164 amended Subsec. (b) to authorize the board to hear appeals on citations issued by the building inspector concerning improper licensure of persons at a construction site; P.A. 93-78 amended Subsecs. (b) and (c) to extend, from 7 to 14 days, the time within which an appeal may be made to codes and standards committee; P.A. 04-150 amended Subsec. (b) to delete "the permit, in whole or in part, having been refused by the building official,".

Annotations to former section 19-402:

Cited. 162 C. 73. Cited. 174 C. 195. Cited. 175 C. 415. Cited. 176 C. 475. Cited. 185 C. 145.

Annotations to present section:

Subsec. (d):

Cited. 18 CA 40. Cited. 24 CA 44.

Mansfield Board of Education Meeting
March 12, 2009
Minutes

Attendees: Mary Feathers, Chair, Shamim Patwa, Vice Chair, Chris Kueffner, Secretary, Mark LaPlaca, Min Lin, Katherine Paulhus, Superintendent Fred Baruzzi, Board Clerk, Celeste Griffin, Director of Finance, Jeff Smith

Absent: Dudley Hamlin, Martha Kelly

The meeting was called to order at 7:35pm by Ms. Feathers, Chair.

HEARING FOR VISITORS: Kim O'Keefe spoke regarding regionalization, Chaplin's request to tuition students to Mansfield, four school building project, and Mansfield 2020. Chloe Chibeau, Colleen Crepeau, and Anne Makuch spoke regarding recess in 5th grade at Mansfield Middle School.

COMMUNICATIONS: None

ADDITIONS TO THE PRESENT AGENDA: None

COMMITTEE REPORTS: Ms. Patwa stated the Personnel Committee is currently in negotiation with the school nurses' association. Ms. Feathers reported that the Building Committee is still gathering information on the four options.

REPORT OF THE SUPERINTENDENT:

- Language Arts/Reading Update: Judy Shay, Language Arts/Reading Consultant reviewed winter district assessment scores and their implications.
- Mathematics Update: Karen Moylan reviewed progress in the first year implementation of the *Bridges in Mathematics Program* and assessment results.
- School Security Grant – **MOTION** by Ms. Patwa, seconded by Mr. LaPlaca to accept the school security grant if appropriated by the State. **VOTE:** Unanimous in favor.
- December 31, 2008 Quarterly Report – Jeff Smith discussed the quarterly financials. **MOTION** by Mr. LaPlaca, seconded by Ms. Patwa to accept the December 31, 2008 Quarterly Report. **VOTE:** Unanimous in favor.
- MMS Fuel Conversion Report: Mr. Smith reported that bids have been opened and a contract will be awarded soon.
- Four School Renovation Project: Site Visits: Mr. Baruzzi reported that a committee has been formed of teachers, district staff, and parents to visit similar elementary schools to observe a typical day of operation, speak with selected school staff, and meet with district personnel.
- Response to Chaplin Board of Education: Mr. Baruzzi shared a draft of a letter to Chaplin Board of Education addressing the questions they requested regarding 7/8 Grade Chaplin students attending Mansfield Middle School and was directed to send the written response to the Chaplin Board of Education.

Mrs. Kelly arrived at 9:20pm.

- EASTCONN Summit on Regional Collaboration: Mr. Baruzzi reported that a district team attended the summit on regionalism to discuss what's possible and what's necessary.
- Mansfield 2020 – Mr. Baruzzi and the administrators will complete and submit the forms as requested to Matt Hart, Town Manager.
- Request for Polling at Southeast School: The Board reviewed a letter from the Registrars of Voting requesting polling be allowed at Southeast School. After considerable discussion, the Board decided by consensus for the safety of students, they would not approve polling at Southeast School and asked the registrars to consider other places in town.
- Enhancing Student Achievement – Mr. Baruzzi reported that he has approved an additional request for funding.
- Class Size/Enrollment – The administrators reported no significant change in enrollment.

- Personnel - . **MOTION** by Mr. Kueffner, seconded by Ms. Lin to decline with regret the request from Sarah Kania, Literacy Coach/Remedial Reading Teacher at Vinton School for an extension of her leave of absence for the 2009-2010 school year. **VOTE:** All in favor with one no. Mr. LaPlaca voted no.

Mrs. Paulhus left at 10:20pm.

NEW BUSINESS: None

CONSENT AGENDA: **MOTION** by Ms. Patwa, seconded Mrs. Kelly that the following item for the Board of Education meeting of March 12, 2009 be approved or received for the record: **VOTE:** Unanimous

The following items for the Board of Education March 12, 2009 meeting be approved or received for the record, unless removed by a Board member or the Superintendent of Schools.

That the Mansfield Public Schools Board of Education approves the minutes of the January 29, 2009 and February 5, 2009 Board meetings.

That the Mansfield Board of Education adopt the 2009-2010 school calendar as recommended by the superintendent.

That the Mansfield Board of Education approves the proposal for a Writing Center at Mansfield Middle School.

HEARING FOR VISITORS: None

SUGGESTIONS FOR FUTURE AGENDA: None

EXECUTIVE SESSION: **MOTION** by Ms. Patwa, seconded Mr. LaPlaca to move into Executive Session at 10:30pm to discuss non-renewal of teachers. **VOTE:** Unanimous in favor.

MOTION by Ms. Lin, seconded by Mr. LaPlaca to return to open session at 11:00pm. **VOTE:** Unanimous in favor.

MOTION by Mr. LaPlaca, seconded by Ms. Patwa to accept the recommendation of the Superintendent regarding non-renewal of teachers. **VOTE:** All in favor with one abstention. Mr. Kueffner abstained.

MOTION by Mrs. Kelly to adjourn at 11:05pm. **VOTE:** Unanimous in favor.

Respectfully submitted,
Celeste N. Griffin, Board Clerk

APPROVED
Town of Mansfield
Open Space Preservation Committee
Minutes of the February 17, 2009 meeting

Members present: Evangeline Abbott, Ken Feathers, Quentin Kessel, Jim Morrow, Vicky Wetherell.

1. Meeting called to order at 7:40.
2. Minutes of the January meeting were approved on a motion by Kessel/Feathers.
3. Opportunity for Public Comment: none present.
4. Old Business: Brief discussion of subdivision regulations update and reiteration of OSPC support of Joshua's Trust commitment to open space preservation and their desire to guarantee connections to Whetton Woods and access to Hanks Hill Rd. in relation to the Clark property subdivision. V. Wetherell will forward comments to G. Paddick pertaining to this.
5. Report from Town Staff: none.
6. New Business: Extensive discussion concerning OSPC's "assignment" to review specific portions of the "Mansfield 2020 Vision" paper. Members determined that OSPC should be able to provide input it deems important in the areas of particular relevancy to OSPC, such as sustainability, water resources, forests/wildlife habitat protection and recreation. The Committee also discussed the recent cut to Mansfield's Park's Coordinator Position and the negative impact of this cut in hours. Many of the duties performed by the coordinator are invaluable in terms of the practical support provided to committees and commissions. It was also stressed that the onset of spring brings many required actions necessary to successfully fulfill requirements of action plans already in place as well as actions that pertain to specific Grants. There was also some discussion of the misinformation reported in the paper concerning remaining Open Space funds. The committee will seek clarification on all the above mentioned items.
7. Meeting adjourned at 8:45.

Respectfully submitted,
Evangeline Abbott

APPROVED

Town of Mansfield

Open Space Preservation Committee

March 17, 2009 - minutes

Members present: Evangeline Abbott, Ken Feathers, Steve Lowrey, Jim Morrow, Vicky Wetherell.

1. Meeting called to order at 7:50.
2. Minutes of the February meeting approved on motion by Wetherell/Feathers.
3. Opportunity for Public Comment: none present.
4. Old Business: **Subdivision Regulation Update:** Committee continued review of several aspects and details likely for comment and/or suggestions. Emphasis continues to be stressed on support of common sense consistency that would result in more uniform, cohesive outcomes that would allow all concerned parties to participate in meaningful ways. V. Wetherell will contact G.Paddick to determine how much of this information is new and how best OSPC could express support for critical components.
5. New Business: none.
6. Meeting adjourned at 9:00.

Respectfully submitted,
Evangeline Abbott



MINUTES
Blueprint for Mansfield's Children
Leadership Work Group Meeting #11

Thursday, April 2, 2009
Mansfield Town Hall, Council Chambers
5:00-6:50 PM

PRESENT: M. Baker, M. Barton, F. Baruzzi, S. Baxter, G. Bent, R. Fields, J. Goldman, K. Grunwald, C. Guerreri, P. Michalak, R. Miller, R. Mocanu, B. Tanner, L. Young,

REGRETS: T. Berthelot, L. Buczynski, M. Capriola, K. Dorgan, M. Feathers, J. Greene, L. Grossman, J. McLaughlin, J. Osleeb, C. Paulhus, K. Paulhus, M. Perkins, S. Renfro, K. Russo, J. Stoughton, S. Zacharie,

<i>Item</i>	<i>Discussion</i>	<i>Outcome</i>
Dinner, Announcements, Minutes	Call to order by R. Mocanu at 5:10 p.m. Minutes of the previous meeting were reviewed.	Minutes approved. Moved by B. Tanner Seconded by K. Grunwald
Agenda Overview	S. Baxter introduced Bennett Pudlin from the Charter Oak Group	
Alignment from result to Performance Measures	<p>B. Pudlin presented an RBA overview</p> <ul style="list-style-type: none"> • There must to be alignment from the Quality of Life statement all the way through the process. • Each layer of the process reflects back to the previous level. • Strategies are defined at the population level. • Actions are taken at the systems level. <p>Performance Measures are ways of measuring the effectiveness of a set of actions. Confidence in Performance Measures is based on:</p> <p>Who is at the table? How commonly understandable are the measures? How specific are the measures?</p> <p>J. Goldman asked where we should be three months from now?</p> <p>B. Pudlin suggested we will need to have identified:</p>	<p>The plan will need to define some governance system for partners. To what extent, formally or informally, will the partners interact to see that the plan is implemented? We will need a Memorandum of Understanding among partners. We will need to bring critical partners together and have them agree to the strategies.</p> <p>The June 30 report will be like a snapshot. The terms of the grant say we need to report where we are in the process. The plan does not have to be completed by then. It should not be forced in</p>

	<p>Result statement, indicators, and strategic areas. High-level strategies for each strategic area. Partners, Resources and programs.</p> <ul style="list-style-type: none"> • In one or two strategic areas maybe go below strategies to sub-strategies, actions and performance areas. <p>Governance – How we intend to pull our partners together into a Service delivery system.</p> <p>B. Pudlin suggested system development measures might be more critical to us right now.</p>	<p>order to be completed by June 30.</p>
Performance Measures	<p>Using Health Indicators B. Pudlin led us in an exercise to develop performance measures.</p>	<p>See work chart</p>
Next Meeting	<p>April 23, 2009. Town Council Chambers Meeting adjourned 6:50 p.m.</p>	<p>RSVP to S. Baxter</p>

Respectfully Submitted,

Gloria Bent

TOWN OF MANSFIELD
Ethics Board
Thursday, April 16, 2009
Audrey Beck Municipal Building, Conference Room B
4:30pm

Minutes

Members Present: Mike Sikoski, David Ferrero, Nancy Cox, Lena Barry, Win Smith, Nora Stevens

Staff Present: Maria Capriola, Assistant to Town Manager; Mary Stanton, Town Clerk

Ms. Cox made a motion, seconded by Ms. Stevens, and approved by the Board as a whole to move the Discussion of Executive Sessions to item #1 on the agenda and approval of the minutes to item #3 on the agenda.

I. DISCUSSION ON EXECUTIVE SESSIONS

Ms. Stanton provided an overview of topics permissible in executive session and documents subject to non-disclosure such as:

- Executive sessions can be added to regular meetings with a 2/3 vote of the Board;
- For special meetings, executive sessions need to be posted on the agenda;
- The executive session agenda item should have a description of what is to be discussed;
- It takes a 2/3 vote to enter into executive session;
- The minutes should reflect individuals invited and present at the executive session;
- No votes can be taken in executive session. The Board needs to reconvene in public session of they are to take action or take a vote on a matter.
- 1-82A of C.G.S. and non-noticed meetings.

II. PUBLIC COMMENT

Elizabeth Wassmundt, Turnpike Road, resident. Ms. Wassmundt spoke in regards to Section 20 of the "Model Code" and its relationship to Board member attendance.

III. APPROVAL OF MINUTES FROM 2/26/09

A motion was made by Ms. Cox and seconded by Mr. Sikoski to adopt the minutes of February 26, 2009 as presented. Mr. Sikoski made a motion and proposed an amendment to strike everything under adjournment except for the adjournment time; there was no second to the motion. The minutes were approved (Cox, Barry, Ferrero in favor; Sikoski against; Smith, Stevens abstention) as presented.

IV. CHAIRPERSON'S REPORT

Mr. Sikoski reported on training he recently attended regarding FOIA. He also informed the Board of a CCM Ethics seminar in Darien on May 6th.

V. DISCUSSION ON ETHICS CODE

The Board reviewed and discussed Ms. Cox's memorandum and suggestions regarding the Ethics Code.

The Board agreed to number the definitions in Section 25-3 for ease of reference (Stevens abstention).

Mr. Sikoski made a motion, seconded by Ms. Cox and approved by the Board to better define "conflict of interest" under the definitions Section (Section 25-3) (Cox, Sikoski, Smith in favor; Stevens, Ferrero abstention).

Ms. Cox agreed to revise, condense, and incorporate some of her suggestions into a document for the Board's review at a future meeting.

VI. FUTURE AGENDAS AND MEETING SCHEDULE

The next meeting will be held April 30th at 4:30pm

VII. ADJOURNMENT

The meeting adjourned at 6:45 pm.

Respectfully Submitted,
Maria E. Capriola,
Assistant to Town Manager

MINUTES

Mansfield Advisory Committee on Persons with Disabilities

Regular Meeting - Tuesday March 24, 2009

2:30 PM - Conference Room B - Audrey P. Beck Building

I. Recording Attendance:

Present: K. Grunwald (staff), Armand "Chip" Perrier (guest), Paul Senk (guest), W. Gibbs (Chair), J. Sidney, C. Colon-Semenza, J. Blanshard.

Regrets: none.

II. Approval of Minutes: the minutes of the February 24, 2009 were accepted as written.

III. New Business (other added by majority vote)

- a. Storrs Post Office- Guests: "Chip" Perrier and Paul Senk from the post office attended in response to concerns raised about accessibility to the Storrs and Mansfield Center post office buildings. They explained that Post Office Buildings do not come under the ADA, but are subject to the Architectural Barriers Act (ABA), which does not require automatic door openers. They explained that there was a lawsuit brought several years ago which required the Post Office to retro-fit leased facilities to improve accessibility. There are different requirements for

leased vs. owned properties, and the building in Storrs is owned by the Post Office, but is on land that is leased. They have limited funding to make an improvement like this, and suggested that one option is to undertake local fund raising efforts. This is currently being done in Unionville, CT. They added that many post office buildings were built in the 40's and 50's, and they were not built with an eye towards accessibility issues. There are alternative means to improving access, and the use of a doorbell may be an option. There are also other means of obtaining postal services, including online access. They will visit both buildings in Mansfield to ensure that they are meeting ABA requirements and will report back to us on this. There are large post offices that do require automatic door openers based on size and volume of activity. The approximate cost of retrofitting with an automatic door is \$3000. The court case that established guidelines for leased buildings is *Rose vs. U.S. Postal Service*. There was some discussion regarding possible fund raising efforts, including soliciting the Senior Center Association, Glen Ridge, Juniper Hill, and other groups that serve seniors. It was decided that once we receive information from them on the buildings the group will pursue fund-raising efforts.

- b. Whispering Glen Development: The committee received plans for a new condominium development, which have been sent to John DeWolf for his review. J. Blanshard suggested that we should send the documents to Larry

Frankel to review as well. A suggestion was made that the committee recommend that units be built with the option of it being finished as accessible units, including door width, counter height and bathroom access. K. Grunwald will draft a letter to be sent by W. Gibbs. This will first be sent to the entire committee for review.

c. "Other": none.

IV. Old Business

a. Follow-Up re: web page for this committee: K. Grunwald has received an article from J. Sidney that will be added to the page that was written by a woman with MS. He will check with the Webmaster to make sure that the page is now live. Please send any items to be added to the page to webmaster@mansfieldct.org.

b. Committee Goals for 2009:

- 1) Get the Web Page up and running.
- 2) Improve compliance with accessible parking spaces, and specify the amount of the fine on the signs.
- 3) Explore changing the local ordinance for violation of accessible parking regulations to increase the fine to the State amount. (K. Grunwald will clarify this issue with Sgt. Kodzis

and will pursue requesting that the Town Council change the ordinance).

- 4) Expand methods to promote the web page and the work of the committee including:
Participation in Know Your Towns Fair and the Festival on the Green. K. Grunwald will send the article on the Committee to the Reminder, WAM Horizons, and Mansfield Today, Glen Ridge newsletter, Senior Sparks.

- c. Status of other accessibility issues previously identified: K. Grunwald reported that Public Works removed the snow from the walkway. He also asked Building Official to review the concerns about access to the library. J. Sidney would like to know who to write a letter to about changes at the Community Center. K. Grunwald suggested that this be sent to the Town Council; cc. Curt Vincente.

Adjournment: meeting adjourned at 3:45 PM. Next meeting Tuesday, April 28 at 2:30 PM.

Respectfully submitted,

Kevin Grunwald

Mansfield Commission on Aging Minutes

9:30 AM – Senior Center

Monday, March 9, 2009

PRESENT: C. Pellegrine (Vice-Chair), Judy Lester (guest), M. Thatcher, C. Phillips, S. Gordon, P. Hope (staff), M. Ross, A. Holinko, K. Doeg, J. Quarto, J. Kenny (staff)
REGRETS: T. Quinn

- I. **Call to Order:** Vice-Chair C. Pellegrine called the meeting to order at 9:30 AM.
- II. **Appointment of Recording Secretary:** K. Grunwald agreed to take minutes for the meeting.
- III. **Acceptance of Minutes:** the minutes of the **February 9** meeting were accepted as written.
- IV. **Correspondence – Chair and Staff:** review of packet, including Mansfield 2020 vision plan. C. Pellegrine noted that the letter on concerns about audio difficulties at the Town Council meetings has gone to the Town Council and the Communications Committee.
- V. **New Business**
 - Review of Agency Funding Requests and Recommendations:
 - o Carol Phillips- TVCCA (Meals on Wheels): total agency budget is approximately \$600,000. Their request is for \$4637.52. K. Doeg asked what percentage of the total budget is being covered by Mansfield. It is not clear from the application; the request is based on the number of meals delivered. Carol feels that their mission supports our departmental mission, service not offered by the Town, operating in a fiscally responsible manner; recommends that we fund them in the amount requested. K. Doeg raised the issue once again as to the role of this committee as being to recommend cuts or advocate for services? C. Pellegrine asked if the group wants to make a recommendation separate from the other agency requests? The feeling is that we should go through all of the agencies. K. Doeg feels that the Commission should determine whether or not the request is reasonable.
 - o Tim Quinn- McSweeney Center: T. Quinn was not present. The request is for \$6500. K. Grunwald pointed out that there was an article in the Willimantic Chronicle stating that there is a concern that other towns are not supporting McSweeney as a regional senior center, and that Mansfield makes the largest contribution after Windham. He raised questions as to the Town's willingness to continue to financial support this to this extent. M. Ross asked if this is the only dental service in the area? P. Richardson

explained that Generations also offers a dental clinic, although there is a long wait for services. Discussion re: other options for dental care.

- Carol Pellegrine- Companions and Homemakers: the request is for \$4500. A. Holinko distributed copies of her review and went over the details. She sees this as a very essential service that is not offered by any other agency. Fees are charged based on ability to pay and eligibility for coverage through other programs. J. Kenny strongly endorses this agency; feels that they are able to respond to almost all requests for assistance. They are currently developing a website with information and links to other services.
 - Sam Gordon- WRTD- Dial-A-Ride: K. Grunwald provided a brief overview of the service and how it is funded. The feeling is that this is an important service.
 - P. Richardson pointed out the Veteran's Advisory Center and CT Legal Services also provide services to seniors.
 - Discussion regarding recommendations: K. Doeg moved that the Commission recommend to the Council that all of these agencies offer critical services and should be funded in the amount requested. This was approved unanimously. K. Grunwald will notify Commission members when agency funding requests will be coming in front of the Council in their budget deliberations.
- Mansfield 2020: Review of Action Plans (due April 1): C. Pellegrine suggested that members take some time to review this, and possibly form sub-committees to answer the questions posed. P. Hope suggested coordinating with the Senior Center Association, which has also been asked to provide feedback. M. Ross feels that some of the action points are redundant in light of existing services, and this feedback should be provided.
- New Senior Center: J. Quarto was part of a group that visited new senior centers in the area recently, and pointed out that we may want to look at possible regional services. M. Ross raised a concern about transportation issues related to accessing regional services for seniors.
 - Board of Senior Citizens: no discussion.
 - Transportation: no discussion.
 - Tax Relief: no discussion.
 - Employment Opportunities: no discussion.
 - Encourage Affordable, Accessible, Housing: no discussion.
- C. Pellegrine asked that members review these questions and come prepared to answer them at the next meeting.
- Proposed representative from Juniper Hill: Ruth Gunn- not present; this item will be removed from future agendas.
- "Other": none.

VI. Optional Reports on Services/Needs of Town Aging Populations

A. Health Care Services

Wellness Center and Wellness Program – J. Kenny distributed copies of her **January** report (February not available). C. Phillips asked about providing training for homecare workers and nursing assistants. Some of this training is provided through the community colleges. She feels that this would be appealing to women whose children have gone to school and are looking for employment. J. Kenny suggested that employment opportunities are available through Community Companions and Homemakers.
Mansfield Center for Nursing and Rehabilitation – J. Kenny: no report.

B. Social, Recreational and Educational

Senior Center – P. Richardson distributed copies of her monthly report. She reported that the Senior Center will be implementing MySeniorCenter, a computerized registration system.
Senior Center Assoc. – John Brubacher (for Tom Rogers): not present; no report.

C. Housing

Assisted Living Advisory Committee, Wrights Way, Juniper Hill, Jensen's Park, Other: no reports.

D. Related Town and Regional Organizations such as:

Advisory Committee on the Needs of Persons with Disabilities, Senior Resources of Eastern CT: no reports

VII. Old Business

- Long Range Plan for 2007- 2010: Update on Action Plans (all): K. Grunwald reported that M. Ross has been asked to consult to the town on the purchase of assisted hearing technology for the Town Council Chambers. Mark recommends that there is good signage to indicate that there is assisted listening technology available.

IX. Adjournment

Meeting adjourned at 11:16 AM. Next meeting: **Monday, April 13, 2009 at 9:30 AM** at the Senior Center. Since this is Passover week, the recommendation was made to change this to the 20th. Group agreed unanimously.

Respectfully submitted,
Kevin Grunwald

**Town of Mansfield
Personnel Committee
March 26, 2009**

Audrey Beck Municipal Building, Conference Room B/C

Members Present: Deputy Mayor Gregg Haddad, Councilor Helen Koehn, Councilor Christopher Paulhus

Staff Present: Assistant to Town Manager Maria Capriola, Town Manager Matt Hart

I. CALL TO ORDER

The meeting came to order at 6:00p.m.

II. MINUTES of 2/18/09

Ms. Koehn recommended adding a sentence regarding the discussion on ethics inquiries; the Committee concurred. The minutes of February 18, 2009 were passed by consensus.

III. RESOLUTION ON OPEN AND TRANSPARENT GOVERNMENT

The Committee discussed drafts of a resolution on open and transparent government as prepared by Ms. Koehn and Mr. Hart. The Committee agreed to grammatical changes to the draft. The Committee endorsed the resolution without any objections and agreed to submit it to the Council as a whole at their regular meeting on April 13, 2009.

IV. OTHER

The Committee will next meet on April 28, 2009 at 6pm. Thereafter, the Committee will try to meet regularly on the fourth Thursday of every month at 7pm.

The Committee agreed to take no action on the proposed changes to the Ethics Code until the Ethics Board reports back to the Committee.

Ms. Koehn offered some suggestions for the Town Manager's Report; she will be sending samples to the Committee and to Mr. Hart.

V. ADJOURNMENT

The meeting concluded at 6:35 p.m.

Respectfully Submitted,
Maria E. Capriola
Assistant to Town Manager

5/3/2009

Item #14

to: Members, Mansfield Town Council
from: Sheila Quinn Clark/43 Mountain Road/Mansfield Center, CT
re: Mansfield Town Library hours and staffing levels

I apologise for not having submitted this input for your consideration closer to the meeting at which library matters were discussed by the Council - this is one of those times when possible ramifications emerged in ones mind over time during reflection.

In thinking over the idea that our Town Library stay open during all of its present time slots despite reduction in staff hours, I am not sure as to how adequate numbers of employees would be present during each and every time segment to ensure that:

a) enough staff members would be present at all times (including times that one or two staff members could be out ill, that a staff member might be out ill while another is out on a vacation leave, or the like) to provide for the safety of staff present (- since, unlike Town Hall at the Beck Building, the Library is at the Buchanan Center - a "stand-alone" facility - at which staff in one temporarily-understaffed office (in this case, the Library) could not buzz or call down the hall for assistance should an emergency arise, including the possibility of dealing with a hostile or unbalanced person should one enter ... plus ... is located right up against a parcel of land on which women have been menaced over time on more than one occasion)

b) enough staff members would be present at any one time to keep a thorough enough eye on, and ^{be} visible enough presence to, people entering and leaving the building as regards helping to protect books, videotapes, and DVDs from being stolen.

Since not enough Library Advisory Board members were able to find a common evening on which to attend any kind of specially-scheduled and posted meeting together prior to this week's Council meeting, I am submitting this letter as an interested private citizen who happens to have some special interest in, and knowledge of, Library matters in general due to membership on, an Chairing of, the Advisory Board.

Thank you very much for your time and consideration.

Sheila Quinn Clark

(Sheila Quinn Clark)

cc: Mrs. Bailey, Library Director
S.Q.C.

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Mansfield Town Council
Audrey Beck Building
4 South Eagleville Road
Storrs, CT 06268

May 6, 2009

To the Mansfield Town Council,

The Board of the Friends of the Mansfield Library works with a large number of volunteers to raise funds to enhance our town's library. Due to unusual circumstances, we have been able to expand our support this year, and plan to do so next year. In addition to funding special services requested by the departments of the library including a large print book subscription, a children's literacy computer station and many other special items, we expect to be providing 15% of the book buying budget in the coming year. This one time increase will not be sustainable, but our unusual ability to help comes at a propitious time since the town is constrained by the current recession.

Many of our board members have served on town boards and commissions where we have gained first hand experience with municipal budgets. In addition, many members have had to write budgets in their professional lives. As a result, while we are delighted that we can support the library in these difficult times, we know from experience that current largesse could suppress future support for the library from town budgets. Restoring line items when budgets normalize can require acute institutional memory. Thus, it is our intention not to erode future support for the library, but to remind you of our commitment to work with the council to assure that Mansfield residents have an exemplary library.

Sincerely,

Friends of the Mansfield Library

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INTER**OFFICE****MEMO****OFFICE OF THE MAYOR, TOWN OF MANSFIELD**

To: Mansfield Advisory Committees
Mansfield Staff Members

From: Elizabeth Paterson, Mayor

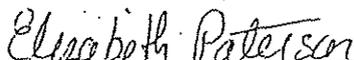
Subject: Communicating of Mansfield Positions

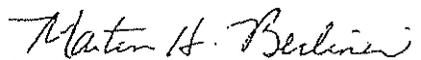
Date: February 3, 2000

In conjunction with its review of the various responsibilities and roles of the Town's numerous elected and appointed commissions, committees and staff members, Mansfield's Town Council has discussed the issue of who should speak for the Town of Mansfield. We are fortunate to have many dedicated citizens serving on our boards and committees and a qualified and supportive staff, but it can be counter-productive to the Town's overall interests to have multiple opinions communicated to individuals or agencies outside of the Town's collective organization. On a number of recent occasions, letters have been sent by appointed advisory boards to State elected and appointed officials and private businesses. Some of the positions expressed in these letters have been inconsistent with the position of the Town Council. This situation has led to confusion over the Town's position on an issue of town-wide importance.

To address this issue, the Town Council, as Mansfield's elected policy board, has agreed to request that all advisory boards and staff members submit comments or concerns on issues of town-wide importance to the Town Council or Town Manager and not to State or private parties. We value your input and all comments and recommendations will be considered in developing policy positions for the Town. As private citizens, you of course, retain your right to speak your mind. When you do so, please ensure that you are speaking as an individual, not as a representative of the Town of Mansfield.

Thank you for your anticipated cooperation on this matter. If you have any questions regarding this communication or any matter of potential town-wide significance, please contact us through the Town Manager's Office (429-3336).


Elizabeth Paterson, Mayor


Martin H. Berliner, Town Manager

cc: Mansfield Board of Education
Mansfield Planning and Zoning Commission
Mansfield Town Council

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Item #17

TOWN OF MANSFIELD
OFFICE OF THE TOWN MANAGER



Matthew W. Hart, Town Manager

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

April 21, 2009

Mr. Jim Green
52 Beacon Hill Drive
Mansfield, CT 06268

Re: Appointment to Mansfield Library Advisory Board

Dear Mr. Green:

I am pleased to appoint you to the Mansfield Library Advisory Board, for an initial term to expire on November 1, 2010.

I trust that you will find the work of the Board to be rewarding, and I greatly appreciate your willingness to serve our community.

Please do not hesitate to contact me with any questions regarding your appointment.

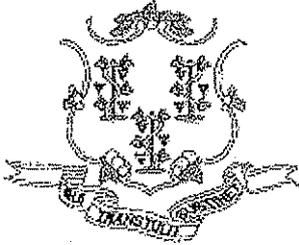
Sincerely,

Matthew W. Hart
Town Manager

Cc: Town Council
Mansfield Library Board
Mary Stanton, Town Clerk

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The Office of Governor M. Jodi Rell



M. JODI RELL
GOVERNOR

STATE OF CONNECTICUT
EXECUTIVE CHAMBERS
HARTFORD, CONNECTICUT 06106

FOR IMMEDIATE RELEASE
May 6, 2009

Contact:
860-
524-
7313

Governor Rell: Army Corps to Invest \$5.6 Million in Connecticut Flood Control Projects

Will Create Jobs for Construction, Repairs, Inspections

Governor M. Jodi Rell today announced that several Connecticut lakes, rivers and other flood control areas will benefit from \$5.6 million in federal stimulus funds as part of the U.S. Army Corps of Engineers' comprehensive civil works initiative that will create an immediate need for construction and maintenance jobs while preserving valuable natural and recreational resources.

"The Army Corps' investment in Connecticut will pay tremendous environmental and economic dividends," Governor Rell said. "These are all important flood control projects that will benefit our state for generations to come by protecting and preserving irreplaceable natural resources."

The Army Corps' \$4.6 billion civil works stimulus plan is expected to create or maintain more than 50,000 direct construction industry jobs nationwide and 64,000 indirect jobs for supportive services and businesses. In Connecticut, the Army Corps estimates that about 150 construction and related jobs would be created or retained.

Governor Rell said the Connecticut flood control projects met the criteria called for under the American Recovery and Reinvestment Act of 2009 (ARRA), including that they create immediate employment, be executed quickly and can be completed or have a key phase completed without additional funding.

Of the \$5.6 million, the Army Corps will invest more than \$2.5 million in dam safety improvements and repairs at Hop Brook Lake, which is spread over three communities, Naugatuck, Middlebury and Waterbury. The lake can store more than 2 billion gallons of water for flood control.

Other Army Corps projects in Connecticut include:

- **Black Rock Lake**, Thomaston and Watertown – bridge inspection, equipment replacement and repairs
- **Colebrook River Lake**, Colebrook – bridge inspections, equipment replacement and

repairs

- **Hancock Brook Lake**, Plymouth – equipment replacement and repairs
- **Mansfield Hollow Lake**, Mansfield and Windham – archaeological evaluation, equipment replacement and repairs
- **Northfield Brook Lake**, Thomaston and Litchfield – bridge inspections, equipment replacement and repairs
- **Stamford Hurricane Barrier**, Stamford – repair barrier gates, replace equipment and tide gages
- **Thomaston Dam**, Thomaston – bridge inspections, replace equipment and repairs
- **West Thompson Lake**, Thompson – archaeological evaluation, equipment replacement and repairs
- **Connecticut River Watershed** – survey ecosystem restoration sites

To view the project list for the Army Corps of Engineers' announcement and project list go to www.usace.army.mil/recovery or for more information on the ARRA in Connecticut, visit the state's official stimulus Web site at www.ct.gov and click on the CT Recovery link.

Content Last Modified on 5/6/2009 4:45:02 PM

Editor:

4/22

Mansfield is in the midst of an important budget cycle. It is a time of stress and economic pressure for our citizens.

Prudence is called for, but a clear focus on building toward a better tomorrow is also absolutely essential.

We bought land on Ball Hill Road in Mansfield 46 years ago and finished our house three years later. Our two sons were raised here and we hope to live in our house for the rest of our lives.

The decision to move to Storrs from South Killingly was based on the excellent schools, the proximity to the University of Connecticut, the beautiful open land areas, and the positive approach of the people and town officials. Although we have serious issues to deal with, the fundamentals are still in place.

In our view, two major initiatives have been undertaken in the past decade which have and will further strengthen and improve the future of our town: the downtown initiative and the Mansfield Community Center.

The rec center has already demonstrated its health and quality of life values for the range of age groups in our population. The center is run efficiently, services many needs and provides a welcoming, community-building atmosphere.

It is clear that the central core of our town needs major improvement. Our choices were to let it drift or to make a serious effort at deciding what our town wanted and could support.

We as a community, along with the university, chose the latter course and thanks to literally thousands of hours of dedicated effort and town support, it is happening.

We are now at the cusp of beginning to fulfill the vision.

Soon the initial tangible results will actually be visible. Certainly we should proceed care-

Letters to the Editor

fully and in economic, financially measured stages, but the groundwork has been laid thoughtfully and with widespread community participation. This project deserves our continuing support.

Honey and Harry Birkenruth
Storrs

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advice, often at times of great personal pain and need. She has a basic "people-person" personality — outgoing, always with a smile and a cheery word. Her sense of humor and anecdotal experience immediately put one at ease.

By proposing the reduction of her hours our town manager seems to be unaware of the growing ranks of seniors in our community and the increasing needs for health and human services for them.

He may also be unaware of what a licensed clinical social worker does, or that an LCSW is legally required to provide confidentiality to their clients, or that confidential information can be shared only with other licensed clinicians on a need-to-know basis.

The town of Mansfield does not have "other licensed clinicians" for geriatric services in the department of human services. The requirements for an LCSW license are: a master's degree in social work, more than two years of clinical social work, 100 hours of working under supervision and a passing score on the nationally recognized clinical examination.

By proposing to reduce the hours of a highly trained professional the town manager is significantly undercutting the services to a group of particularly vulnerable citizens, taxpayers and voters of Mansfield.

I strongly urge the Mansfield Town Council to: 1) reconsider this proposal and restore Kenney's hours; 2) consider reversing the systematic downsizing of her services and duties; and 3) examine the possibility of expanding the services of the wellness center to the level of previous years.

Lida Bilokur
Mansfield Center

Editor: 4/24

I am very concerned about the proposed reduction in hours for Ms. Jean Ann Kenny, LCSW, the senior service social worker at the Mansfield Senior Center.

For many of us, she has been an indispensable resource for help and impartial

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Editor: 4/30

The opening ritual for the University of Connecticut's Spring Weekend occurred last Thursday night as it has for many years: A crowd of young people gathered to "party" outside of Carriage House Apartments in Storrs.

This annual event is notorious for underage drinking, drunkenness, illegal possession of open containers with alcoholic beverages, illegal drug possession, childish and obnoxious behavior, littering, breach of peace, assault, sexual assault and public urination and vomiting. In past years, a few partygoers turned over cars and even set furniture and cars on fire.

Taxpayers foot the bill for the police, firefighters and emergency medical personnel who assure everyone's safety and provide on-site emergency medical care for partygoers. These medical emergencies are primarily related to excessive alcohol consumption.

This annual event is not sponsored or condoned by the owners of Carriage House Apartments, the Town of Mansfield or the University of Connecticut.

Committees set up by the Mansfield Town Council and the UConn Board of Trustees have tried unsuccessfully to figure out how to tone down this annual event.

So it was surprising to see *the Chronicle's* photo of UConn President Michael Hogan mixing with the Carriage House partygoers.

Perhaps Hogan's desire to be loved by UConn students has trumped his common sense.

Cynara Stites
Mansfield

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Editor:

5/1

Storrs Center is a visionary plan to improve life in Mansfield.

Storrs Center is not revolutionary nor does it make Mansfield a test case or the victim of an untested, unsubstantiated case study. Storrs Center is a fine example of the typical mix retail/residential model of creating a town center where one has not previously existed.

Having moved here two years ago from West Lafayette, Ind., we witnessed the community revitalization that comes from building a town center. In 2000, West Lafayette built "Wabash Landing" (www.city.west-lafayette.in.us/wabashlanding/index.htm) which became West Lafayette's downtown.

Wabash Landing has brought immeasurable cultural and economic wealth to West Lafayette and Purdue University.

The community now has an arts center, numerous dining and retail options, entertainment venues, economic development options and a central locale for what have become ever-burgeoning numbers of community events.

They even built a parking garage, which was not revolutionary, untested, or new for West Lafayette as it won't be for Mansfield.

West Lafayette has grown and developed an even stronger sense of its own identity. Equally important, the West Lafayette town center, as proposed for Storrs Center, has generated innumerable jobs, provided a substantive addi-

tion to the town tax base, and has brought many people from neighboring towns to West Lafayette which has developed into a shopping and dining destination.

I strongly encourage the ongoing development of Storrs Center. As Mansfield continues to move into the 21st century, Storrs Center provides us a shovel-ready stimulus package to help move our community forward.

It took 10 years from first inception to the building of West Lafayette's town center. Storrs Center is right on schedule and we stand close to realizing this important next chapter in Mansfield's future.

Mansfield truly can become a destination for our neighbors, friends, and family to come live, work, and play. Smart Growth for Mansfield is an organization of these very groups of Mansfield citizens who are dedicated to seeing Storrs Center through to its full development. Mansfield can be visionary much like West Lafayette, Ind. Find out more about it all at www.smartgrowthformansfield.org <<http://www.smartgrowthformansfield.org>>.

Barry A. Schreier
Storrs

Editor: 5/1

On Tuesday, the voters of Mansfield, Ashford and Willington will be voting to approve or disapprove the budget proposal for Regional School District 19 (E. O. Smith High School) by referendum vote.

This vote will take place in each town at the central voting place from 6 a.m. to 8 p.m.

The question that we will be asked to vote "yes" or "no" on is should we appropriate \$18,430,000 to support the budget for the year 2009-10? For Mansfield voters, this means an appropriation of about \$10 million dollars.

It is very important for every homeowner and taxpayer to examine the issue and make the decision as to whether this request is reasonable or not.

An information session will be held at the High School on Monday evening. It is very important that every voter take the few minutes it takes to vote on Tuesday.

Carol Pellegrine
Mansfield

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Editor: 5/4

On the April 29, I attended the League of Women Voters program about the Storrs Center Project. As always, the League did an excellent job of monitoring the program and of providing a panel of officials who have the knowledge of the project. I thank the League for this.

Mostly what I heard these officials say is that the location is wonderful, the buildings will be beautiful, the rental tenants will be wonderful neighbors, the restaurants will be great, people will travel to come here, banks are ready to give mortgages, all the people involved are wonderful friends who the councilors really like, etc.

Having heard all of that previously, I left early. But, before I left, I heard two things that I want to point out.

Council member Bruce Clouette explained that the town is about to sign an agreement with the developer committing the Town of Mansfield to own two parking garages. The first one is pretty well paid for with grant money but there is no funding for the second.

A citizen asked if a referendum would be required before this agreement is signed since the taxpayer will be committed to a very large bill for the second garage.

Town Manager Matthew Hart explained there are three ways the Town can get this money from the taxpayer and, if I understood correctly, two of them allow the town to do whatever it wants without asking the taxpayer. This is a bit scary to me. This will be a really large tax increase.

The second thing I want to mention is this:

Letters to the editor

A citizen questioned whether the town should do this Storrs Center project without knowing that the taxpayers are committed to it.

Council member Clouette said that the town does have the people's commitment. He reasons that there is money in the budget for the Downtown Partnership (\$125,000) and that the taxpayers continue to pass the budget. He concludes that the taxpayers agree with the Storrs Center development.

I would like to point out that "the Downtown Partnership" is but the name given to this town's development corporation. This corporation is charged with the development of three areas in Mansfield.

It is possible to approve of having a development corporation yet disapprove of the Storrs Center project. A referendum on this Storrs Center would be great. I, for one, would like to know if the majority of the Mansfield taxpayers want it.

In conclusion, Mansfield taxpayers, I remind you that you have two voting opportunities coming up. The Region School District 19 referendum budget vote is on Tuesday and the Town Meeting for the town budget is on the May 12.

Consider Clouette's reasoning: If you approve of his total budget, you must approve of the Storrs Center project. I must conclude that, in order to send a message to those spending my money, if I do not approve of any one part of either of these budgets, I must vote "no." My vote is "no." What about you?

Remember, your vote is very important in this town. Vote on Tuesday and come to the Town Meeting.

Betty Wassmundt
Storrs

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Local lawmakers give state budget insight

By CAITLIN M. DINEEN
Chronicle Staff Writer

MANSFIELD — Although the 2009-10 state budget has yet to be finalized, local legislators hosted a forum Tuesday night to explain differences between the proposed Democratic budget and the governor's budget.

Approximately 20 people went to the Audrey P. Beck Municipal Building to learn more about the budgets from state representatives Denise Merrill, D-Mansfield, Joan Lewis, D-Coventry, Susan Johnson, D-Windham, and Bryan Hurlburt, D-Tolland.

"I called the forum tonight to let people know about the budget," said Merrill. "To shed some light on it."

According to Merrill, the biannual budget proposed by Gov. M. Jodi Rell is "out of balance" because the spending plan would be \$35.57 billion, but revenue coming into the state would only be \$32.6 billion.

The proposed Democrat budget has the revenue side of the state's budget and the spend-

ing side more level.

Revenue is projected to be \$35.83 billion and spending would be \$35.79 billion.

Merrill said in order to make a balanced budget, Democrats needed to "significantly" cut state services and raise taxes. "Neither of those things are good things to do in a recession," she said.

According to the representatives, their proposed budget reflects cuts and consolidation for numerous state agencies and departments.

Specifically, 400 managerial positions in state agencies would be cut, 468 vacant positions within the state would be fully eliminated, 66 managerial positions in the Department of Children and Families would be cut and 146 positions would be eliminated from the state's judicial branch.

Their budget also recommends implementing a progressive or "fair" income tax.

The new tax structure would also have income taxes increasing for households earning more than \$250,000 annually.

State Democrats are also reviewing existing tax exemptions and will try to reduce the number of exemptions within the state.

Merrill said she understood some residents may not agree with proposed cuts, but the state is facing difficult economic times that must be addressed.

"We've never faced anything like this before," she said.

Lewis agreed with Merrill and said cuts proposed by Democrats have been difficult to absorb.

"It's just really been an excruciating process," said Lewis.

During Tuesday's forum, representatives told the audience the budget still has a long way to go before being finalized and the final projected figures the state expects to receive from the federal American Recovery and Reinvestment Act are still in flux.

Although they said the expected federal dollars would help fund the state, it is only a one-time deal.

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Mansfield has new finance head

By **CAITLIN M. DINEEN**
Chronicle Staff Writer

MANSFIELD — After 15 years as Mansfield's town controller and treasurer, Cherie Trahan has been tapped by town officials as the next finance director.

Trahan will replace current director Jeffrey Smith as he retires after more than 26 years in that position.

Beginning the position in July, Trahan will earn \$115,312. Currently, Smith earns \$134,589.

As the town's finance director, Trahan will provide financial management services to the town's board of education, Regional School District 19, the Eastern Highlands Health District, the Mansfield Discovery Depot and

the Mansfield Downtown Partnership.

According to Town Manager Matthew Hart, Trahan was selected out of a pool of a half dozen applicants by a panel composed to conduct first-round interviews.

Then she was sent to interview with town council members, who met with the three finalists.

During her welcoming reception in the Audrey P. Beck Municipal Building Monday night, Trahan said she looked forward to the job she would officially start July 1.

"I'm really excited about the opportunities and the challenges," she said to council members, family and friends Monday.

Trahan thanked Smith for his help and for allowing her to take

part in town financial matters.

She said she understands the new job will come with new challenges and a change in her work schedule, but she was pleased her family was supportive of the new appointment. "The outpouring of support is very reassuring for this," she said.

Hart said Trahan's appointment was unanimous among council members because she is a "great fit" for the position. "She brings great experience to this position," said Hart during Monday's welcoming reception for Trahan.

Mansfield Mayor Betsy Paterson said she was glad to not only have Trahan as the new finance director, but glad to see another woman in power in town.

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Partnership confident Storrs Center can weather economy

By CAITLIN M. DINEEN ^{5/4}
Chronicle Staff Writer

MANSFIELD — Officials associated with the massive, \$220-million Storrs Center project say despite the economic meltdown seemingly impacting all development projects, this one is still moving ahead.

Recently, project developers learned of a popular Pomfret-based coffee shop's intentions of opening a shop in what proponents hope will be the University of Connecticut's own "college town."

News of the "Vanilla Bean Café" owners' intentions came Wednesday at a forum hosted by the Mansfield League of Women Voters, where concerned and curious residents learned of project's progress. The forum was in the Audrey P. Beck Municipal Building with 100 in attendance.

The proposed project is a mix of residential housing developments, retail shops and commercial buildings to be built along Storrs Road from Dog Lane to South Eagleville Road.

According to league President Cindy Weiss, members thought it was important for them to host the event because the organization itself has not taken a formal stance on the project.

She said members of the group do have their own personal opinions, but, as an organization, no stance has been taken.

Weiss said groups in Mansfield — including Save Mansfield and groups that support "smart growth" in the region — have formed and the forum was a nonpartisan opportunity for residents to ask questions. "Rather than having two camps, (the league could) offer an objective platform," said Weiss.

While the forum was set-up as a question-and-answer discussion, residents attending stated their concerns with continuing forward progress on the center during the current economic downturn.

Weiss said audience members were concerned the center would be built, but not sustained by shoppers and other foot traffic.

"(Questions were) more about the viability of it," said Weiss. "What happens if they build it and they don't come?"

In addition to concerns pertaining to attracting consumers, audience members were worried retail spaces available would not attract enough businesses.

To soothe those concerns, Cynthia van Zelm, executive director of the Mansfield Downtown

Partnership, said the partnership and Leyland Alliance received a letter of intent from the owners of the Vanilla Bean Café in Pomfret to open a coffee shop/café in the center.

Leyland Alliance, located in Tuxedo, N.Y., is the prime developer of the project working with the partnership.

Van Zelm said she understood the status of the economy, but was confident the development would be successful because of its location and the type of development it is.

She said developing a retail/residential center in a college town set this development apart from other projects that might be on the shelf awaiting better economic conditions.

"Having housing part of it is just critical," she said.

Van Zelm said she thought the forum went "well" and appreciated questions and input from residents.

"It was another opportunity for the partnership to update the community," said van Zelm, adding the partnership conducts monthly open houses to inform residents as well.

For more information, log on to http://www.mansfieldct.org/town/departments/downtown_partnership.

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Reduced town budget presented to voters

By CAITLIN M. DINEEN
Chronicle Staff Writer

MANSFIELD — Town council members Thursday presented a reduced town proposed spending plan (from \$43.38 million to \$43.01 million) following additional cuts in spending.

The new budget — which was adopted Monday during a special council budget meeting — reflects a 1.6 percent decrease in spending from the town's current spending plan.

The newest budget was presented to citizens Thursday night during a public information session held in the Buchanan Auditorium at the Mansfield Public Library.

When broken down, the budget includes a \$12.49 million town budget, \$20.59 million for the Mansfield Board of Education and \$9.9 million for the town's

share of the Regional School District 19 budget.

The town's capital fund will receive \$1.3 million and the capital and non-recurring fund will get \$900,000.

Currently, the Mansfield town/education budget is \$43.69 million.

Despite the decrease in spending, the town's mill rate will increase due to losses in inter-governmental and other revenue, specifically the loss of interest on town funds.

The town expects to see a \$1.2 million loss in revenue during fiscal year 2010.

The new mill rate would increase 0.47 mills from 25.24 mills to 25.71 mills.

For a home assessed at \$200,000, taxpayers would see an increase of \$94 in taxes next year to \$5,142.

Originally, the proposed budget reflected an increase of 0.9 mills.

Since trimming the budget further, council members said they are pleased with the budget they will present to voters May 12 during the town's annual meeting.

The meeting is scheduled for 7:30 p.m. in Mansfield Middle School.

Town council member and the council's finance subcommittee Chairman Bruce Clouette said he hoped voters would support the adopted budget because it is fiscally responsible.

"I, personally, feel it will get wide-spread support at the town meeting," said Clouette.

"We'll just see how it goes," he said. "It's up to the voters at this point."

Mansfield Deputy Mayor Gregory Haddad said he was also glad

the council was able to do a "little better" than the original goal mill rate increase of 0.49 mills.

Haddad said the council was able to bring the budget in low even after adding the council's media budget back into the budget.

According to Haddad and Clouette, the council will use capital funds to record more town meetings and help play them on television and — eventually — online.

Haddad said the budget was further trimmed by making cuts where possible including reducing the town manager budget for fiscal year 2010.

"It's clear it's very balanced," said Haddad, adding there will be a slight tax increase, but there were budget cuts made.

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Town pleased after spring bash

By CAITLIN M. DINEEN ^{4/28}
Chronicle Staff Writer

MANSFIELD — The day following the completion of the University of Connecticut's Spring Weekend, town council members and other officials discussed and analyzed what happened.

Despite warmer weather and an increase in arrests from last year, town officials at Monday's council meeting were pleased with how the event turned out.

Mansfield Mayor Elizabeth "Betsy" Patterson said she saw "less inebriated" partygoers and thought there might have been less alcohol

consumed during the weekend — especially Thursday night.

Mansfield Fire Marshal and Director of Emergency Management John Jackman said police and fire safety personnel on hand during the events responded quickly to unsafe situations and made sure no one was seriously injured.

"Public safety personnel do the best they can in some very trying circumstances," he said.

Paterson — who attended all three party nights — said university student behavior was "well-mannered."

(Mansfield, Page 4)

Mansfield pleased after Spring Weekend

(Continued from Page 1)

According to university police, a majority of the 111 arrests made by state and UConn police during the weekend were non-university students.

Despite extra efforts to control university student behavior, council member Bruce Clouette said both the university and the town need to revisit ways to exert control over visitors.

"It's like Whac-A-Mole," said Clouette, citing the carnival game in which moles pop out of holes and the player needs to smack them on the head. "I feel like we're doing well on some fronts, but then we're being overwhelmed on a different front."

UConn's annual celebratory weekend officially began — by university calendars — Friday night with university sanctioned events scattered throughout cam-

pus.

However, the unsanctioned parties that drew thousands of students and non-students alike kicked off Thursday at Carriage House Apartments, continued Friday at Celeron Square apartments and ended Saturday in the university's X-lot.

State and university safety personnel and law enforcement officials, town officials — including Paterson, Town Manager Matthew Hart, Deputy Mayor Gregory Haddad — went to all three parties to see first-hand what the weekend is like.

To provide extra safety for partygoers, Mansfield established a triage unit on the corner of Carriage House Drive and Hunting Lodge Road.

The tents provided medical assistance to anyone who needed it and provided transportation to area hospitals if extra evaluation

was necessary.

Jackman said the nicer weather played a factor in the increased number of partygoers.

Emergency personnel who covered the weekend said there were a total of approximately 35,000 partygoers over the course of the three nights.

Although council members said they were pleased with the increased safety coverage provided during the weekend, some residents think the town should not be responsible for the extra manpower.

"I have concerns with the money and the amount of man hours (Mansfield provides) for protection for quasi-adults," said resident Carol Pellegrine at Monday's meeting.

Jackman said Mansfield spent approximately \$25,000 on increased safety during last year's Spring Weekend. This year's fig-

ures are still being tallied, he said this morning.

In addition to costs associated with the triage unit and overtime for safety staff, Pellegrine said the amount of visitors who swarm Mansfield and the campus has her worried.

Pellegrine said students who stay on campus have "got to be someplace and they've got to be pretty obvious."

According to Pellegrine, her concerns for the number of visitors tie into the physical capacity of buildings on campus and what would happen if a fire broke out in an over-packed residence hall.

She recommended visitors and students get "banded" and wear a wrist band to identify them as a student or a visitor and if they are of age to drink or not.

"If a policeman doesn't see a band then you're not invited to the party," she said.

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» EDITORIAL

Apr 29 04

State media to blame for attracting outsiders, trouble to Spring Weekend

As soon as UConn starts getting prepared (and excited) for Spring Weekend, the media begins to spread the news immediately. While of course it is no surprise that our biggest party weekend will make the 10 p.m. news, maybe it isn't the smartest idea to broadcast it to the entire state of Connecticut.

Every UConn student knows when Spring Weekend is, and as students, we obviously look forward to it as the semester nears an end. If by any chance you don't own a calendar or pay attention to your syllabi, the state's news media will indefinitely fill you in. But this is where the problem with non-students who attend Spring Weekend begins.

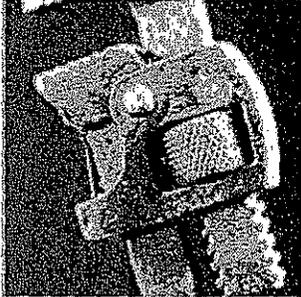
UConn administration and the majority of students do not want drunk and rowdy non-students all over our campus. With the huge number of non-students who attend anyway (many of whom are underage), how is it that they find out? All blame can be directed toward the Connecticut media. As soon as Spring Weekend hits the news, young people from all over New England begin to make their plans to travel up to UConn and obtain all their underage alcohol. If the news media would stop promoting Spring Weekend, whether or not they do it intentionally, the amount of unwanted guests would probably drop a great deal. The dates of Spring Weekend spread enough through word of mouth; news coverage simply exacerbates the situation.

It is understandable for the media to cover the event, but there is no need to let the entire state know the whole weekend plan. It could be limited to the local news only to inform residents of the roadblocks and traffic checks so they can plan accordingly. It is first and foremost a local event and is the biggest hindrance to the local area. People on the other side of the state will not be affected by any loud drunk kids at night, their roads will not be cut off and they will not wake up with their cars flipped over. It should not be covered in their local media.

It makes sense to cover the arrests and violations on the actual weekend. By then pretty much everyone will be here anyway. But starting weeks before is excessive and only makes the weekend more stressful for the police and UConn students.

Sewage leak at Goodwin School addressed quickly

by: Brenda Sullivan | Editor Tuesday, April 28th, 2009



A notice was issued today via the town's Web site that a sewage leak at Goodwin Elementary School, at 321 Huntinglodge Road, is being repaired, and children were at no time in contact with the material.

A message from Goodwin Elementary School Principal Deb Adamczyk states: "This afternoon, a recess-duty teacher noticed a pipe leaking outside the building. After further inspection, it was clear that a sewage pipe had clogged and sewage was leaking onto the sidewalk outside our library.

"The area was roped off, children were brought inside from recess, and bathrooms in the third- and fourth-grade wing were closed. Our maintenance department began working at the problem immediately.

"At no time were children in contact with the drainage.

"As Goodwin students attended the Town Meeting [a school function], maintenance worked on the problem and the Chief Sanitarian from Eastern Highlands Health [District] inspected the site to ensure that the clean-up was effective.

"At this time, repairs to the system are being made and we anticipate that they will be completed during the day tomorrow.

"While the situation caused the adults a bit of a challenge today, most children had no idea that there was a problem. Using the bathrooms in the lower wing even gave a few of our third- and fourth-graders a chance to see their primary grade teachers!

"As always, please do not hesitate to call [429-6316] if you have any questions.

Rob Miller, director of the Eastern Highland Health District, confirmed this afternoon that the problem was inspected by the town sanitarian. "We gave them some guidance on control and cleanup, and we're comfortable with it," he said.

Posted April 28, 2009

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Troubled start for UConn Spring Weekend

by: Caitlin M. Dineen Saturday, April 25th, 2009



Party-goers heading to Carriage House Apartments on Spring Weekend. Photo by Al Mapa.

Thousands of University of Connecticut students and other young people descended on the Carriage House Apartments Thursday for the first night of the university's annual Spring Weekend.

So far, this year's Spring Weekend — which is marked by large off-campus drinking parties that are not sanctioned by the university — has resulted in a number of arrests.

One of the 22 persons arrested was UConn football player Scott Lutrus. He was arrested today at approximately 1 a.m.

A red-shirt junior linebacker from Brookfield, Lutrus was charged with interfering with an officer.

While a headcount was near impossible to attain, emergency officials working until the early hours of this morning expected upward of 10,000 partygoers.

Carriage House Apartments are located on Hunting Lodge Road. The road was closed to vehicular traffic once Thursday's celebrations were in full swing.

Students who said they were expecting "chaos" got what they asked for, as 19 criminal arrests were made by state and university police.

There were also three arrests for driving under the influence made by state police who worked various sobriety checkpoints in the area.

One arrest by UConn police stemmed from the assault of two police officers at the apartment complex at approximately 12:30 a.m. today.

Nikita Guryakov, a 19-year-old UConn student, was charged with two counts of interfering with an officer, two counts of assault on a peace officer, fireman or emergency medical staff and second-degree breach of peace.

He is due in Rockville Superior Court today and was being held on a \$100,000 bond.

UConn police said the officers were taken to a local hospital and treated for minor injuries to their face and head. Both officers were treated and released.

While some residents have questioned the need for additional safety personnel during Spring Weekend, the need became apparent. According to state police, 35 people were treated at an on-site triage unit, including 18 who were transported to area hospitals via ambulance for further treatment.

Mansfield officials were not the only police and fire staff at the apartment complex Thursday. Countless university police and approximately 87 state police — from various troops — were also in attendance.

Troopers walked with police batons in hand as they kept their eyes and ears on the dense crowds. State police were also on bicycles, riding through the crowd during the evening.

UConn Police Maj. Ronald Blicher said the evening was full of officers both in the crowd and at Carriage House entry points because it was important to the safety of everyone in attendance.

Police officials say emergency and public safety enforcement will be upped throughout the weekend.

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