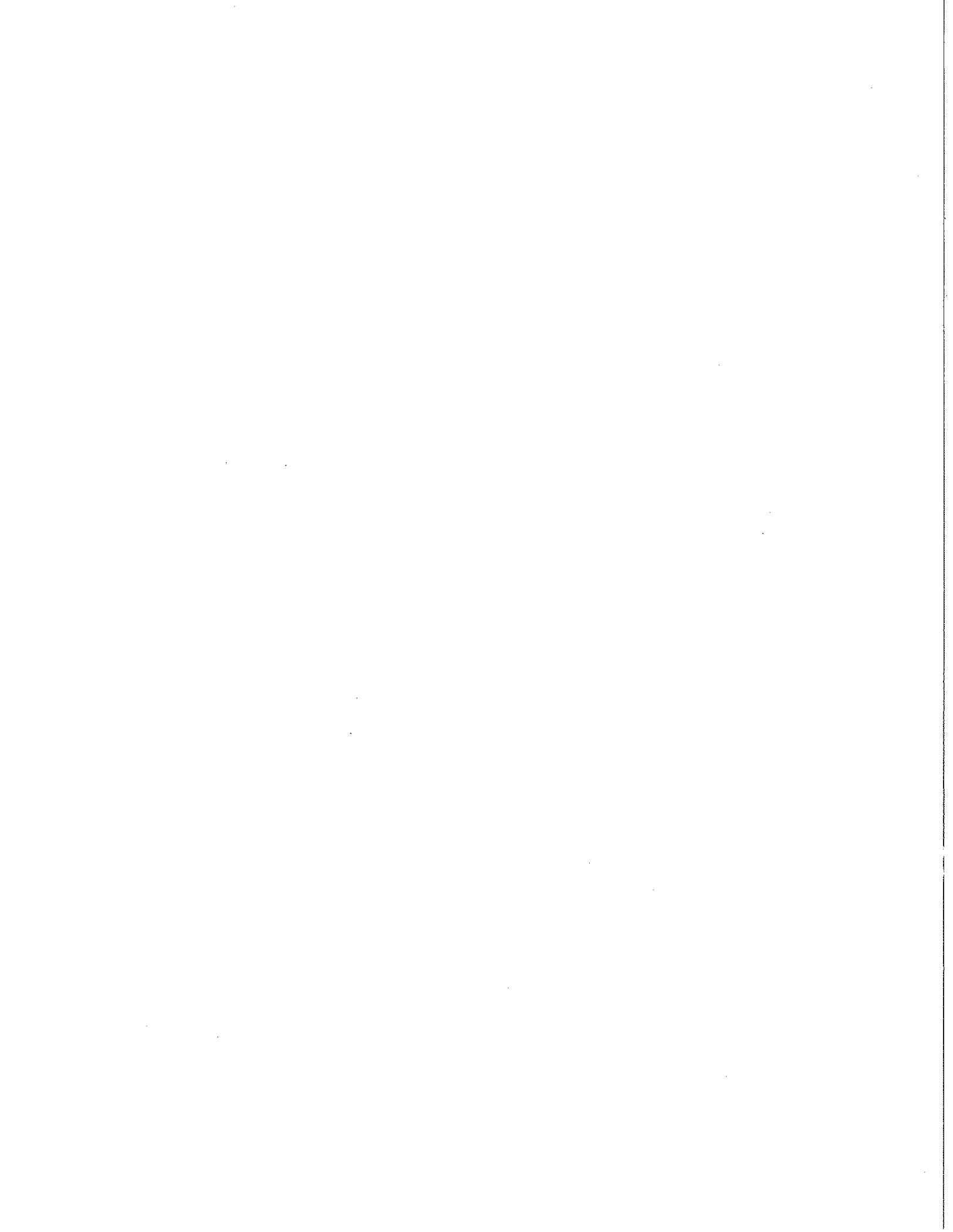




**TOWN OF MANSFIELD  
TOWN COUNCIL MEETING  
TUESDAY, October 11, 2011  
COUNCIL CHAMBERS  
AUDREY P. BECK MUNICIPAL BUILDING  
7:30 p.m.**

**AGENDA**

	<b>Page</b>
<b>CALL TO ORDER</b>	
<b>ROLL CALL</b>	
<b>APPROVAL OF MINUTES</b> .....	<b>1</b>
<b>OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL</b>	
<b>REPORT OF THE TOWN MANAGER</b>	
<b>REPORTS AND COMMENTS OF COUNCIL MEMBERS</b>	
<b>OLD BUSINESS</b>	
1. Community/Campus Relations (Item #3, 07-11-11 agenda) (Oral Report)	
<b>NEW BUSINESS</b>	
2. Be Well Program Presentation .....	<b>5</b>
3. Willimantic River National Recreation Trail Application .....	<b>17</b>
<b>DEPARTMENTAL AND COMMITTEE REPORTS</b> .....	<b>29</b>
<b>REPORTS OF COUNCIL COMMITTEES</b>	
<b>PETITIONS, REQUESTS AND COMMUNICATIONS</b>	
4. S. Clark re: Thank you.....	<b>51</b>
5. Special Town Meeting Minutes, September 26, 2011 .....	<b>53</b>
6. E. Paterson/M. Hart re: Neighbor to Neighbor Energy Challenge .....	<b>61</b>
7. E. Paterson/M. Hart re: Thank you letters, Tropical Storm Irene .....	<b>63</b>
8. C. Paulhus re: Public Safety Committee.....	<b>73</b>
9. B. Silva re: District/Municipal Budget Information Sharing Meeting.....	<b>75</b>
10. Connecticut Light & Power re: Tropical Storm Irene.....	<b>77</b>
<b>FUTURE AGENDAS</b>	
<b>EXECUTIVE SESSION</b>	
11. Sale or purchase of real property, in accordance with CGS §1-200(6)(D)	
12. Personnel and Strategy and Negotiations with Respect to Pending Claims or Litigation in accordance with CGS §1-200(6)(A) & §1-200(6)(B)	
<b>ADJOURNMENT</b>	



REGULAR MEETING – MANSFIELD TOWN COUNCIL  
September 26, 2011

DRAFT

Mayor Elizabeth Paterson called the regular meeting of the Mansfield Town Council to order at 8:00 p.m. in the Council Chambers of the Audrey P. Beck Building.

I. ROLL CALL

Present: Keane, Kochenburger, Lindsey, Moran, Paterson, Paulhus, Ryan, Schaefer, Shapiro

II. APPROVAL OF MINUTES

Mr. Paulhus moved and Mr. Shapiro seconded to approve the minutes of the September 12, 2011 Special meeting as presented. The motion passed with all in favor except Mayor Paterson who abstained. Mr. Ryan moved and Mr. Paulhus seconded to approve the minutes of the September 12, 2011 meeting as presented. The motion passed with all in favor except Mayor Paterson who abstained.

III. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

Mike Sikoski, Wildwood Road, stated that he was not aware of the sign up sheet at the last meeting, therefore, even though he had been in attendance for a long time he did not get to sign up to speak until later in the meeting. Mr. Sikoski also asked why the information regarding the capacity of the Council Chambers was not posted. He asked the Council to send the draft Ethics Ordinance back to the Ethics Board.

Sheila Clark, resident of Mountain Road and Chair of the Library Advisory Board, agreed with the conclusions of the Town Manager regarding the proposed shared library services and complimented him on his memo which she stated encapsulated the research, public comment and professional input which was presented during the discussion.

Betty Wassmundt, Old Turnpike Road, expressed support for Mr. Sikoski's comments regarding the Ethics Ordinance. Ms. Wassmundt asked why the Town wasn't prepared to run a shelter during the hurricane and stated her objection to Council members referring to the use of past Pequot funds.

David Freudmann, Eastwood Road, asked the Council to show responsible leadership and find a way not to borrow money.

Ric Hossack, Middle Turnpike, concurred with Mr. Freudmann, calling the actions of the Town Meeting fiscally irresponsible. Mr. Hossack asked that a Charter revision be undertaken and asked if a mailer was sent to citizens regarding the Town Meeting. He expressed his objections to an UConn exemption to the Ethics Ordinance.

IV. REPORT OF TOWN MANAGER

Town Manager Matt Hart presented his report. Mr. Hart commented that the Town's Emergency Plan identifies the Red Cross as part of the plan for a shelter. In the case of the Tropical Storm Irene it became apparent the Red Cross did not have enough volunteers to staff a Town facility and so the Town did so. The Town Manager clarified that a direct mail piece regarding the Town Meeting was not sent, but listed all the venues which were used to advertise this evening's Town Meeting.

V. REPORTS AND COMMENTS OF COUNCIL MEMBERS

Ms. Moran explained the proposed section of the Ethics Ordinance which outlines a narrow exclusion for UConn employees, who are in decision making positions, to vote on issues regarding UConn as long as the decision does not affect them personally. It is not a general exclusion. Ms. Moran also noted that the draft Ethics Ordinance has been

September 26, 2011

reviewed by the Ethics Board and that the Personnel Committee will decide if any additional changes are substantial enough to send the new draft back to the Ethics Board for additional comments.

## VI. OLD BUSINESS

### 1. Shared Library Services

Town Manager Matt Hart reviewed the results of examining the possibility of shared library services between the Town and the Board of Education. His recommendation is not to proceed with the shared Library Director position but to ask the new Library Director, when hired, to work with staff and the Library Advisory Board to determine if there are other viable opportunities for sharing.

Council members thanked Mr. Hart for continuing to explore opportunities for savings and, by consensus, agreed with his recommendation.

2. An Ordinance Regarding the Administration of the Town Human Resources Program Ms. Moran moved and Mr. Paulhus seconded, effective September 26, 2011, to accept the proposed Ordinance Regarding the Administration of the Town's Human Resources Program, which ordinance shall be effective 21 days after publication in a newspaper having circulation within the Town of Mansfield.

Motion passed unanimously.

### 3. WPCA, Sewer Extension to College Mart Plaza

Mr. Paulhus moved and Mr. Schaefer seconded to recess as the Town Council and convene as the Water Pollution Control Authority. Motion passed unanimously.

Ms. Moran moved and Mr. Paulhus seconded to approve the following resolution: RESOLVED, that acting per Section 5-2 of the Code of Ordinances as the Water Pollution Control Authority, the Town Council approves the application by U.S. Properties, Inc., manager, and College Mart, owners, of the shopping Center at 82-86 Storrs Road, to extend the sewer line on Storrs Road at the expense of the owners to serve two new tenants there, and, based on a determination that it would be fair and equitable to do so, the Town Council authorizes the Town Manager to negotiate and enter into a special "Developer's Permit Agreement" with said owners to implement the extension and authorize the Water Pollution Control Authority to make future benefit assessments against the property, as permitted by Sections 159-14B and 159-14C of said Code.

Motion passed unanimously.

Mr. Paulhus moved and Mr. Shapiro seconded to reconvene as the Mansfield Town Council. Motion passed unanimously.

## VII. NEW BUSINESS

### 4. Resolution Reapproving Appropriation for Capital Improvement Projects

Ms. Moran moved and Mr. Ryan seconded to approve the following resolution: RESOLVED, in accordance with Sections 406 and 407 of the Town Charter, the Town Council hereby reapproves the resolution entitled "RESOLUTION APPROPRIATING \$210,000 FOR COSTS WITH RESPECT TO ACQUISITION OF AN AMBULANCE, AND AUTHORIZING THE ISSUE OF BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE THE APPROPRIATION" as originally adopted by the Town Council at meeting held August 22, 2011 and approved by the voters of the Town at Town Meeting held September 26, 2011.

Motion passed with Kochenburger, Moran, Paterson, Paulhus, Ryan, Schaefer and Shapiro in favor and Keane and Lindsey opposed.

Mr. Shapiro moved and Mr. Ryan seconded to approve the following resolution:

September 26, 2011

RESOLVED, in accordance with Sections 406 and 407 of the Town Charter, the Town Council hereby reapproves the resolution entitled "RESOLUTION APPROPRIATING \$150,000 FOR COSTS WITH RESPECT TO ACQUISITION OF A FRONT-LINE DUMP/PLOW TRUCK, AND AUTHORIZING THE ISSUE OF BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE THE APPROPRIATION" as originally adopted by the Town Council at meeting held August 22, 2011 and approved by the voters of the Town at Town Meeting held September 26, 2011.

Motion passed with Kochenburger, Moran, Paterson, Paulhus, Ryan, Schaefer and Shapiro in favor and Keane and Lindsey opposed.

Mr. Paulhus moved and Ms. Moran seconded to approve the following resolution: RESOLVED, in accordance with Sections 406 and 407 of the Town Charter, the Town Council hereby reapproves the resolution entitled "RESOLUTION APPROPRIATING \$45,000 FOR COSTS WITH RESPECT TO ACQUISITION OF A SMALL DUMP TRUCK AND SANDERS, AND AUTHORIZING THE ISSUE OF BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE THE APPROPRIATION" as originally adopted by the Town Council at meeting held August 22, 2011 and approved by the voters of the Town at Town Meeting held September 26, 2011.

Motion passed with Kochenburger, Moran, Paterson, Paulhus, Ryan, Schaefer, and Shapiro in favor and Keane and Lindsey opposed.

5. Memorandum of Agreement Regarding Restoration of Passenger Rail Service and Enhancement/Improvement of Freight Rail Service on New England Central Rail Line  
Mr. Moran moved and Mr. Paulhus seconded, effective September 26, 2011, to authorize the Town Manager, Matthew W. Hart, to execute a Memorandum of Agreement Regarding Restoration of Passenger Rail Service and Enhancement/Improvement of Freight Rail Service on the New England Central Rail Line.

Motion passed unanimously.

6. Child and Adult Care Food Program Application

Ms. Keane moved and Mr. Paulhus seconded to approve the following resolution: Resolved, effective September 26, 2011, to authorize the Town Manager, Matthew W. Hart, to submit the attached application to the Connecticut Department of Education's Child and Adult Care Food Program (CACFP), to help fund the food service operation at the Mansfield Discovery Depot, and to execute any related grant documents.

Motion passed unanimously.

7. Agreement between the Town of Mansfield and Regional School District No.19 for Parking Lot and Grounds Maintenance Services

Ms. Lindsey moved and Mr. Paulhus seconded to approve the following resolution: Resolved, effective September 26, 2011, to authorize the Town Manager, Matthew W. Hart, to execute the Agreement Between the Town of Mansfield and Regional School District No. 19 for Parking Lot and Ground Maintenance Services for a term beginning on July 1, 2011 and expiring on June 30, 2013.

Motion passed unanimously.

#### VIII. DEPARTMENTAL AND COMMITTEE REPORTS

Ms. Lindsey reported the Parking Steering Committee has been working hard to develop a cooperative parking agreement with all concerned parties. Finalized plans including information as to who will be collecting the fines will be completed in the near future.

#### IX. REPORTS OF COUNCIL COMMITTEES

Mr. Shapiro, Chair of the Committee on Committees, offered the following recommendations to the Council:

Lorraine Kenowski as a citizen member of the Human Services Advisory Committee; The motion passed unanimously.

September 26, 2011

Liz Vitullo as a member of the Solid Waste Advisory Committee;

The motion passed unanimously.

Tonya Ohlund as a member of the Mansfield Advocates for Children;

The motion passed unanimously.

Mr. Shapiro relayed the recommendation of the Committee to disband the Public Safety Committee as Bergin has been depopulated. The motion to disband passed unanimously.

The Committee on Committees also discussed the Town's committees' adherence to Freedom of Information Laws and based on those discussions Mr. Shapiro offered the following recommendation of the Committee:

The Town of Mansfield offer Freedom of Information training which would be mandatory for those who staff committees, recommended for those who chair committees and open to all members of the Town's boards and commissions.

Ms. Lindsey requested the wording be changed to "...and encouraged for all members..." Accepted as a friendly amendment the motion passed.

Town Manager Matt Hart commented the staff will be happy to arrange additional training and will also investigate if there are any online training possibilities.

The Town Manager will include all FOI complaints and final decisions in Council packets.

#### X. PETITIONS, REQUEST AND COMMUNICATIONS

8. J. Collins re: Thank You
9. P. Hempel re: Storm Recovery Efforts
10. T. Luciano re: Shared Library Services
11. J. Spears re: Resident State Trooper
12. PZC re: Proposed South Eagleville Road Sidewalk
13. PZC Application: Storrs Center Special Design District
14. United States Postal Service re: Area Mail Processing Study
15. CCM re: Membership
16. NLC re: Membership
17. VNA East re: Change to Flu/Pneumonia Clinic Schedule
8. A. Smith re: Boy Scout bottle redemption and can drive site at Mansfield recycling/waste center
9. L. Hultgren re: 2011 Force Account Work Schedule
10. Connecticut State Library re: Historic Documents Preservation Grant
11. State of Connecticut Department of Transportation re: State Matching Grant Program Application
12. CCM: New Energy Efficiency Legislation Affecting Municipalities
13. Connecticut Water re: University of Connecticut Water System
14. COST re: 2011 Legislative Session

#### XI. FUTURE AGENDAS

No new items added.

#### XII. ADJOURNMENT

Mr. Paulhus moved and Mr. Kochenburger seconded to adjourn the meeting at 9:30 p.m. Motion passed unanimously.

Elizabeth Paterson, Mayor

Mary Stanton, Town Clerk

September 26, 2011



**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** Matt Hart, Town Manager *Matt H*  
**CC:** Maria Capriola, Assistant to Town Manager; Robert Miller, Director, Eastern Highlands Health District; Ande Bloom, Health Education Coordinator  
**Date:** October 11, 2011  
**Re:** Be Well Program Presentation

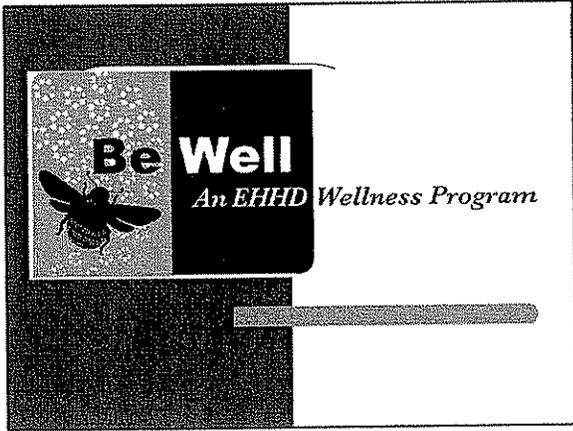
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**Subject Matter/Background**

At Tuesday's meeting, Director Robert Miller and Health Education Coordinator Ande Bloom, both of the Eastern Highlands Health District (EHHD), will present information about the employee wellness program offered to town and board of education employees.

**Attachments**

- 1) Be Well: An EHHD Wellness Program (presentation)



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 **Be Well**  
*An EHHD Wellness Program*

**Overview**

- Background
- Potential Benefits to Employees
- Potential Benefits to Employers
- Be Well Program Components
- Outcomes

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 **Be Well**  
*An EHHD Wellness Program*

**Background**

In 2009 Health Care Expenditures in the US were at \$2.5 trillion, or \$8,086 per person

75% of which is spent on PREVENTABLE DISEASES

*U.S. Department of Health & Human Services*

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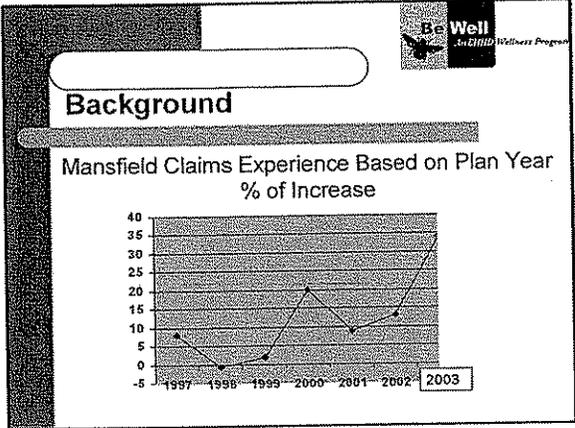
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- Background**
- Worksite Wellness programs
- Promote and provide opportunities for healthy eating and active living
  - Provide opportunities for early detection of many disease states
  - Create policy, systems, and environmental change to encourage optimal health

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- Background: Recognition**
- Received Platinum level award from the Business Council of Fairfield County for high-impact, results-driven wellness program, February 2011
  - DHHS Finalist for the Innovative Living Challenge, July 2011
  - Presentation faculty at the National Association of City and County Health Officials Annual Meeting, July 2011

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### Program Benefits: Employees

- Supports healthy lifestyles
- Gives a common focal point for conversations
- Provides discounts & incentives
- Opportunities to learn & experience healthy alternatives
- Reduces stress

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### Program Benefits: MBOE

Potential to:

- Reduce number of sick days used
- Reduce cost and number of insurance claims
- Increase employee retention
- Increase employee productivity
- Reduce worker comp claims

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### Be Well Components



- Monthly newsletters
- Rewards Program
- MCC Discount
- Health Screenings
- Surveys (behavior & interest)
- Health Risk Assessment
- On-site activities & classes
- Program Evaluation

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**Be Well**  
An EHDH Wellness Program

## Be Well Components: Newsletter

- > Worksite news, promotions, & incentives
- > Current wellness topics

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**Be Well**  
An EHDH Wellness Program

## Be Well Components: Newsletter

- > Healthy Recipes
- > Active Living Tips

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**Be Well**  
An EHDH Wellness Program

## Be Well Components: Rewards Program

- Significant savings over previous 3 years provided an opportunity to reward employees for wellness behaviors
- All Benefit-eligible employees invited to participate
- Points earned for wide variety of Action Items
- Rewards checks sent in May for three levels:

4 points = \$100    4.5 points = \$150    5 points = \$200

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**Be Well Components:**  
**Rewards Program**

2010 – 2011 (First year of implementation)

- >> 280 employees signed up for Rewards (49%)
- >> 84% earned points
- >> 64% earned enough points for a Reward

Almost 100 Rewards participants exceeded the maximum of 5 points by documenting action items in almost every area

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**Be Well Components:**  
**Rewards Program**

Program design thoroughly researched and based on best practices and local need.

- HIPAA compliant
- Meets Federal regulations for wellness program incentives
- Fair & equitable opportunity to earn points

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**Be Well Components:**  
**Rewards Program**

POINTS available	ACTION ITEM
2	HRA + Be Well Survey
.5	Annual physical + timely preventive screenings*
.5	Body Mass Index (BMI) < 30 Or, 30 # weight loss in past 6 months
.5	Annual reporting of Healthy Blood Pressure (120/80 mmHg)
.5	Annual reporting of Healthy Cholesterol (Total < 200; HDL > 40; LDL < 160)
.5	Annual reporting of Healthy Blood Glucose levels (Fasting < 83 Non-fast 70 – 140 mg/dl)
.5	Not Smoking
.5	Mansfield Community Center Be Well Agreement
.25	Participate in 10k Walking Program (6 months)
.25	Participate in Maintain Don't Gain (successful completion)
.25	Other Be Well programs as announced
.25	Attend the Be Well Health Fair & Open Enrollment October 28, 2010 from 3pm – 5pm

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**Be Well**  
An EHRD Wellness Program

**Be Well Components:**  
**MCC Discount**

- Deep discount
  - \$15/month off for full time regular employees
  - \$3.50/week for individual annual membership

Be Well discount requires employees:

- Take the Health Risk Assessment
- Use the MCC at least 10 times/month
- Work to improve health & wellness

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**Be Well**  
An EHRD Wellness Program

**Be Well Components:**  
**Health Screenings**

- Scheduled at worksites
- Direct interaction with employees
- Free to employees
  - Blood Glucose
  - Blood Cholesterol
  - Blood Pressure




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**Be Well**  
An EHRD Wellness Program

**Be Well Components: Surveys**

On-line survey tool used to assess

- Behavior
- Interest

Surveys provide data that directly impact annual program planning, thereby maximizing participation and outcomes.

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**Be Well Components: HRA**

Health Risk Assessment

- Contract with professional company to provide confidential, personal assessment
- Provided free to employees (maintenance fee of \$6/employee for Be Well)
- Produces aggregate data on many health risks & modifiable risk factors
- Data used for program planning & evaluation

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**Be Well Components: Activities**

Sample of on-site or centrally located activities:

Yoga	Refresher programs
Take and Bake Club	10k Club
On-site Fitness Classes	Maintain Don't Gain

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**Be Well Components: Evaluation**

- Longitudinal data collected through surveys and HRA
- Activity evaluation utilized for continual improvement
- Activity participation rates tracked
- Sick day data collected
- Insurance utilization reports tracked

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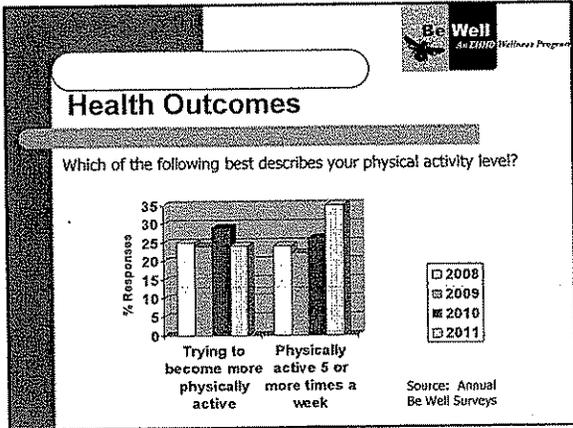
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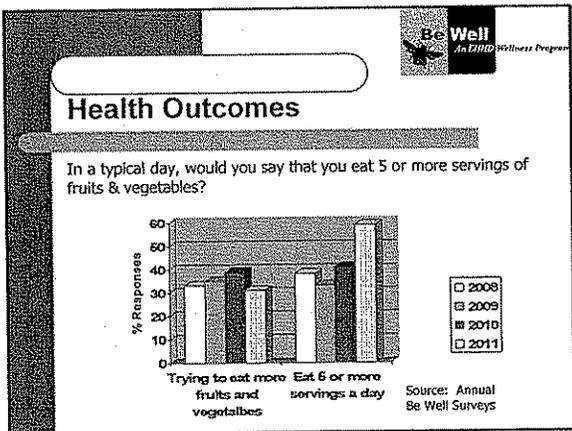
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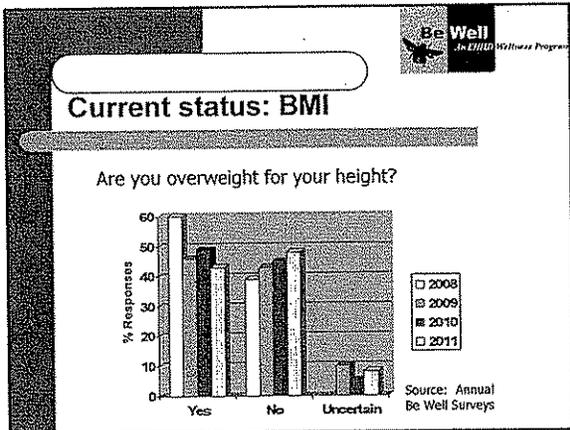
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### ROI: Insurance Utilization

- Over the past three years, MBOE has experienced a reduction and stabilization in the number and cost of
  - Workers' comp claims
  - Health insurance claims

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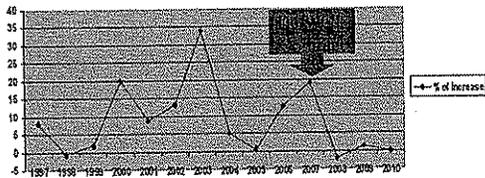
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### ROI: Reduction in Claims Experience

Claims Experience Based on Plan Year (1997 – 2010)  
% of Increase




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### ROI: Reduction in Claims Experience

Be Well has contributed to a savings of over 1.5 million dollars in the past 3 years.

= **10:1 Return on Investment**  
(Based on the usual experience of a 9% annual increase.)

Industry standard is 3:1 up to 5:1 ROI

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**EHHD Partnership**

**Proud to be a partner for health**

- We are not-for-profit, so we provide true value for your dollar; the only bottom line we are looking to improve is yours.
- Be Well is local, and has an independent and on-site presence at the worksite; personal employee information is held in the strictest confidence and not provided to insurance or the employer.
- Be Well is a research-based, results driven, comprehensive wellness initiative.

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**Be Well**  
*An EHHD Wellness Program*

Ande Bloom, M.S., R.D.  
Eastern Highlands Health District  
bloomaa@ehhd.org 860-429-3361

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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; Linda Painter, Director of Planning; Curt Vincente, Director of Parks and Recreation; Jennifer Kaufman, Parks Coordinator  
**Date:** October 11, 2011  
**Re:** Willimantic River National Recreation Trail Application

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**Subject Matter/Background**

The Willimantic River Alliance (WRA), in partnership with the Connecticut Department of Energy and Environmental Protection (DEEP) and riverside towns (Stafford, Tolland, Willington, Mansfield), established a Water Trail on the Willimantic River in 2010 to promote enjoyment and stewardship of the river. The launch and landing sites owned by the Town of Mansfield and other Towns along the Willimantic River are an important part of the water trail, and WRA appreciates the landowners providing these access points.

In 2011, The Last Green Valley, Inc. is teaming up with the National Parks Service, the WRA and others to nominate the Willimantic and Quinebaug rivers for National Recreation Trail (NRT) designations. The Willimantic River Alliance is asking the Town Council to approve the following two items, which will be submitted as part of the NRT application.

**1) Access site stewardship plan** As part of the application process, the Alliance visited each launch and landing site and inventoried its features. Most sites are currently suitable for public use, and most would benefit from some improvements. Suggested improvements for each site are listed in its Stewardship Plan. (The Plan is a working document. Your input would be appreciated). Although there is a commitment to complete the improvements that the Town approves, there is no deadline for completing each project. Funding for improvements could be available from a variety of sources. Federal approval is not required for these projects.

**2) Request for Landowner Support** The application also requires authorization by a town official for public use of the site and for improvements at the site.

**Financial Impact**

The improvements outlined in the Access Site Improvement Plan are items the town can complete over time. Although there is a commitment to complete the improvements that the Town approves, there is no deadline for completing each project. The total

estimated cost for these improvements would not exceed \$15,000 and funding could be available from a variety of grant sources. There is no cost associated with providing a letter of landowner support.

**Recommendation**

If the Town Council supports the Willimantic River Alliance's nomination application for National Recreation Trail Status, the submittal of this grant application, the following motion is in order.

*Move, effective, October 11, 2011, to approve the Access Site Stewardship Plan including the public use of and improvements to Merrow Meadow Park and River Park, and authorize the Town Manager to complete a letter of support for the nomination of the Willimantic River for National Recreation Trail Status.*

**Attached**

- 1) Memo from Willimantic River Alliance
- 2) Access Site Stewardship Plan
- 3) Request for Landowner of Support

September 14, 2011

To: Mansfield Town Council

From: Willimantic River Alliance

Re: National Recreation Trail Nomination for the Willimantic River Water Trail

The Willimantic River Alliance (WRA) established a Water Trail on the Willimantic River in 2010 in partnership with Ct. DEEP and riverside towns (Stafford, Tolland, Willington, Mansfield) with the goal to promote enjoyment and stewardship of the river. The launch and landing sites owned by the above agencies are an important part of the water trail, and WRA appreciates the landowners providing these access points.

In 2011, The Last Green Valley, Inc. is teaming up with the National Parks Service, WRA and others to nominate the Willimantic and Quinebaug rivers for National Recreation Trail designations. We are asking the Town Council to approve the following two items, which will be submitted as part of the NRT application. We would appreciate your completing these items by **October 15** and forwarding them to Lois Bruinooge before the November 1 deadline for submitting the application. (Both of these documents and further information are attached to this memo.)

**1) Access site stewardship plan** As part of the application process, the Alliance visited each launch and landing site and inventoried its features. Most sites are currently suitable for public use, and most would benefit from some improvements. Suggested improvements for each site are listed in its Stewardship Plan (which is a working document and your input would be appreciated). Although there is a commitment to complete the improvements that you approve, there is no deadline for completing each project. Funding for improvements could be available from a variety of sources. Federal approval is not required for these projects.

**2) Request for Landowner Support** The application also requires authorization by a town official for public use of the site and for improvements at the site.

Thank you for considering our request. If you have any questions, please contact Vicky Wetherell at 860-429-7174 or [donvicweth@juno.com](mailto:donvicweth@juno.com). Please send the completed documents to Lois Bruinooge, The Last Green Valley, P.O. Box 29, 111 Main St., Danielson, CT 06239 or by email to [lois@tlgv.org](mailto:lois@tlgv.org).

Attachments: Willimantic River Water Trail summary, Stewardship Plan(s), Request for Landowner Support

## Willimantic River Water Trail

**What is a Water Trail?** It is a waterway with established boating routes, where public access and stewardship are encouraged. Partnerships of public institutions, landowners and boaters offer river-based events and helpful information, such as maps and guides. Boaters and owners of access points are committed to be good stewards of the launch sites and water resources.

**The Willimantic River Water Trail** provides more than 21 miles of paddling enjoyment for canoeists and kayakers between Stafford Springs and Windham, with one short portage at Eagleville Dam. Along the trail, there are nine launch sites and two landings. Three types of river paddling experiences are available:

**QUICK WATER** – 13.7-mile trip from headwaters in Stafford Springs to River Park in Mansfield  
For experienced river paddlers – swift current and small rapids

**QUIET WATER** – 1.4-mile trip from River Park across Eagleville Lake to Eagleville Dam in Coventry/Mansfield

OK for novice paddlers – slow current and year-round paddling. Small motor boats are permitted on Eagleville Lake.

**FLATWATER** – 6.3-mile trip from Eagleville Dam to Route 66 Rest Area in Columbia  
For experienced paddlers – moderate current with some tricky turns

Detailed maps and a National Parks Service Paddling Guide are available at [www.willimanticriver.org](http://www.willimanticriver.org), where it is also possible to confirm if there is enough water for boating in the quickwater and flatwater sections.

**The Willimantic River Alliance** established this water trail in 2010 in partnership with Ct. DEEP and riverside towns (Stafford, Tolland, Willington, Mansfield) with the goal to promote enjoyment and stewardship of the river. The Last Green Valley, Inc. is teaming up with the National Parks Service, WRA and others to nominate the Willimantic and Quinebaug rivers for National Recreation Trail designations. Future water trails are envisioned throughout the Thames River watershed.

# Willimantic River Water Trail Stewardship Plan

## Introduction

Our rivers and lakes have been avenues of travel for thousands of years, yet it is only recently that we have begun to call them water trails. What distinguishes a water trail from just another stream is the commitment by paddlers and managers to be good stewards of the launches, landings, portages and water resources of the trail.

In the watershed of the Thames River Basin, the Last Green Valley Water Trail Steering Committee has developed an overall approach and specific actions (a) to maintain and enhance what is good and (b) to improve and repair what is not good enough.

## Guiding Principles

Last Green Valley Water Trails are guided by the following principles:

- Cultivate active partnerships among landowners, federal, state (Connecticut and Massachusetts) and local governments, paddlers, outfitters, neighbors and utilities;
- Provide information about route conditions and man-made facilities and services through as many means as possible, including websites, real-time stream gauge data, downloadable paddle guides, well-maintained signs and other technologies;
- Clearly link safety and responsible behavior to sound decision-making by paddlers through the website, paddle guides and signage;
- Encourage Leave No Trace® practices and
- Monitor water trail conditions periodically by volunteers through River Rangers and Adopt-A-Landing;
- Describe a variety of options for paddlers of varied skills, experience and abilities;
- Through partnerships, provide numerous and well-maintained points of access to the water and portages, using volunteer or professional labor as appropriate;
- Create opportunities for service work by all paddlers to care for the resources they enjoy.

## Stewardship Plans by Location

To assemble this plan, each launch, landing and portage was thoroughly assessed using a detailed checklist; to keep the plan up to date, all sites will be revisited annually. The stewardship plan for each location is a distilled version of that assessment. The plans guide volunteers and managers on routine maintenance as well as minor and major improvements. Each plan begins with contact and location information. Four goals help to organize stewardship actions:

- Easy-to-find launch site
- Easy-to-use launch site
- Easy-to-use portage
- Easy access to river-related information

These goals describe to paddlers and non-paddlers (primarily funders and elected officials) the purpose of improvements. A detailed summary of proposed actions, leadership, cost, timeline and additional comments complete each plan.

## Willimantic River Water Trail Stewardship Plan

### **Launch & Landing: Merrow Meadow Park, Mansfield River Mile 10.8**

**Street Address:** 5-15 Merrow Road, Mansfield, CT 06268

**Lat/Long:** 41°49'26.73"N, 72°18'47.43"W

**Nearest Town Center or Landmark:** West Willington.

**Driving Landmarks:** Take Route 32 South from I84 exit 70. Continue South on Route 32 at the intersection of Route 195. Continue 0.9 miles past Valley View Park to Merrow Road on the Right. A stone pump house is on the left, a field with a red barn on opposite right side. Continue down Merrow Road, over the Railway tracks and down a steep left curving hill. Park Entrance is on your left .

**Owner:** Mansfield, Parks & Recreation

**Contact:** Jennifer Kaufman

**Address:** Town of Mansfield, South Eagleville Road, Storrs, CT 06268

**Phone:** 860-429-3322

**Email:** kaufmanjs@mansfieldCT.org

### **Proposed Stewardship Actions**

**Goal:** Easy-to-find launch site

1) Proposed Feature(s): Add "Merrow Meadow Park" street sign to existing Merrow Road street sign at junction with Rt. 32

Project Leader(s): Parks and Rec. Dept.

Estimated Cost: \$500

Timeline: Short-term 2012

2) Proposed Feature(s): 6"x9" water trail sign near steps to launch site

Project Leader(s): Parks and Rec. Dept., coordinate with WRA

Estimated Cost: WRA contribution

Timeline: Temporary sign until permanent one is available

**Goal: Easy-to-use launch site**

Proposed Action: Rebuild and/or redesign access steps

Project Leader(s): Parks and Rec. Dept.

Estimated Cost: \$8,000

Timeline: When grant is available

## Willimantic River Water Trail Stewardship Plan

### **Launch & Landing: River Park, Mansfield** River Mile 13.7

**Street Address:** Plains Road, Storrs, Ct 06250

**Lat/Long:** 41°47'50.74"N, 72°18'2.88"W

**Nearest Town Center or Landmark:** Route 32, across from Day Care Center. (frog rock at side of road)

#### **Driving Landmarks:**

**Owner:** Mansfield, Parks & Recreation

**Contact:** Jennifer Kaufman

**Address:** Town of Mansfield, South Eagleville Road, Storrs, CT 06268

**Phone:** 860-429-3322

**Email:** kaufmanjs@mansfieldCT.org

### **Proposed Stewardship Actions**

#### **Goal: Easy-to-find launch site**

1) Proposed Feature(s): Add "River Park" street sign to existing Plains Road street sign at junction with Rt. 32

**Project Leader(s):** Parks and Rec. Dept.

**Estimated Cost:** \$500

**Timeline:** Short-term 2012

2) Proposed Feature(s): 6"x9" water trail sign on fence near launch site

**Project Leader(s):** Parks and Rec. Dept., coordinate with WRA

**Estimated Cost:** WRA contribution

**Timeline:** Temporary sign until permanent one is available

**Goal: Easy access to river-related information**

Proposed Action: Water trail kiosk or information board near existing launch sign

Project Leader(s): Parks and Rec. Dept, coordinate with WRA

Estimated Cost: \$3000

Timeline: Short term 2012-13

Willimantic River Water Trail  
**National Recreation Trail Nomination:  
Request for Landowner Support**

A guiding principle of the Willimantic River Water Trail is to work in close partnership with landowners of launches, landings and portages.

Beyond the cooperative relationship we maintain to implement the Water Trail Stewardship Plan, we are requesting your support for designation as a National Recreation Trail. This program of the Department of Interior and American Trails, Inc. recognizes many types of trails with regional, state-wide and national significance.

NRT does not affect ownership of designated trails in any way. Having the designation makes the trail eligible for certain funding sources. The following description is verbatim from [www.AmericanTrails.org](http://www.AmericanTrails.org).

**“National Recreation Trail (NRT) designation** is an honor given to existing trails that have been nominated and meet the requirements for connecting people to local resources and improving their quality of life. The National Trails System Act of 1968 authorizes the NRT designations, which are now part of a continuing campaign to promote community partnerships and to foster innovative ways to encourage physical fitness.”

“The National Recreation Trails program is jointly administered by the federal land management agencies (National Park Service, U.S. Forest Service, Bureau of Land Management, U.S. Fish & Wildlife Service, and U.S. Army Corps of Engineers) in conjunction with nonprofit partners, notably American Trails, which hosts the National Recreation Trails website at <http://www.americantrails.org/nationalrecreationtrails>.

*For more about the new designations and details of many featured trails, please visit: [www.AmericanTrails.org/nationalrecreationtrails](http://www.AmericanTrails.org/nationalrecreationtrails).”*

“The National Trails System Act of 1968 authorized creation of a national trails system comprised of National Recreation Trails, National Scenic Trails, and National Historic Trails. NRTs are designated by the Secretary of Interior or the Secretary of Agriculture recognizing trails of local, regional, and national significance. Upon designation, NRTs become part of the National Trails System of pathways, trails, greenways, and other routes that invite us to enjoy the great outdoors.”

“Every kind of trail activity is represented in the listing of designated NRTs. Besides hiking and bicycling, the system includes water trails, motorized routes, snow tracks, greenways, and equestrian paths. The NRT program showcases the diversity of trails across America, from our cities and suburbs to the deserts, waterways, and high mountains.”

“Designated trails benefit from the prestige and increased visibility of being a part of the National Trails System.

- Trail managers receive a letter and certificate, and are entitled to use colorful trail signs with the NRT logo.
- NRTs have access to learn about funding opportunities, training, and technical assistance available from NRT Program Partners. For example, the National Trails Training Partnership ([www.trailstraining.net](http://www.trailstraining.net)) provides information on trail training opportunities, and the Federal Highway Administration’s Recreational Trails Program provides funding for trail maintenance and construction. Trails with NRT designation are also eligible to be considered for support from the National Park Service, Bureau of Land Management, and USDA Forest Service Challenge Cost Share Programs.
- The NRT program also provides: inclusion in the online NRT database; a web page highlighting your trail; the NRT newsletter; and email updates on funding, promotional opportunities, and new resources.”

We request your support for nomination of the Willimantic River Water Trail for NRT designation based on the following points.

1. I am duly authorized to represent the agency that is responsible for care and control of the water trail access site located at: \_\_\_\_\_;
2. This water trail access site is in existence and will be available for public use, to the best of my knowledge, for at least 10 consecutive years after designation;
3. Improvements at this water trail access site, if any, have been designed, constructed, and are maintained according to best management practices in keeping with the anticipated uses(s);
4. The water trail access site is in compliance with applicable land use plans and environmental laws; and
5. I hereby give my consent to The Last Green Valley, Inc. to submit a National Recreation Trail application that includes this water trail access site.

Signature \_\_\_\_\_

Printed Name, Title \_\_\_\_\_

Agency/Organization \_\_\_\_\_

Contact Info \_\_\_\_\_

Date \_\_\_\_\_

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**MANSFIELD DOWNTOWN PARTNERSHIP  
MEMBERSHIP DEVELOPMENT COMMITTEE MEETING  
Mansfield Town Hall, Conference Room B  
August 8, 2011  
8 AM**

**MINUTES**

Present: Frank McNabb (Chair), Alexinia Baldwin, Dennis Heffley, David Lindsay, Betty Wexler

Staff: Cynthia van Zelm

**1. Call to Order**

Frank McNabb called the meeting to order at 8:05 am.

**2. Approval of Minutes from June 13, 2011**

Betty Wexler made a motion to approve the June 13, 2011 minutes. Alexinia Baldwin seconded the motion. The motion was approved unanimously.

**3. Distribution of Membership Brochures**

Ms. Wexler will bring membership brochures to the Mansfield Public Library.

Ms. Baldwin will bring brochures to the UConn Co-op.

**4. Committee Mission and Outreach**

The Committee continued to discuss the Committee mission. Ms. Baldwin asked if one of the values of membership is that one can volunteer. Ms. Baldwin said that it is important to promote membership when we ask people to volunteer.

**Ms. van Zelm said she will pursue membership with the new Storrs Center businesses that sign leases.**

The Committee suggested adding to the mission to "Raise student awareness of the Partnership through membership and outreach at University of Connecticut functions." The Committee agreed with the changes presented.

Ms. Baldwin suggested that information about the membership and the Partnership be included at events at Jorgensen for students. **Ms. van Zelm will pursue with Ted Yungclas, the Assistant Dean at the School of Fine Arts.**

**Ms. van Zelm will talk to Dave Evan about a presence at the UConn football (done) and basketball games.**

Ms. Baldwin suggested having give-aways with the name of the Partnership or Storrs Center.

Mr. McNabb and Dennis Heffley said they could staff a table at the Sept. 1 football game. David Lindsay expressed interest as well.

Mr. McNabb said the current number of memberships totals 330 for \$16,938.

Mr. McNabb said the Jorgensen and von der Mehden are both out of brochures and he encouraged that more be distributed at those locations.

Mr. Heffley suggested a permanent display rack for the brochures.

**Ms. van Zelm will ask UConn Communications how much it costs to produce a brochure.**

Mr. McNabb suggested that new brochure holders be purchased for Partnership material to be on display at the Lodewick Visitors Center, Mansfield Public Library, Student Union, Community Center, Jorgensen, von der Mehden, Wilbur Cross, UConn Co-op, Mansfield Historical Society, UConn Alumni Center, and UConn Foundation. **Ms. van Zelm will price out the brochure holders. Mr. Lindsay will check if they have brochure holders at Staples (done).**

Ms. Baldwin asked if rotating videos related to Storrs Center could be shown at the Visitors Center. **Ms. van Zelm will check with Meg Malmborg.**

**Mr. Lindsay suggested a similar approach at the Student Union movie theater. Ms. van Zelm will talk to Kathleen Paterson as the Partnership has done movie ads there for the *Festival on the Green*.**

**Ms. Baldwin and Mr. Heffley asked what might be possible to include at airports. Ms. van Zelm will follow-up.** She noted that the intermodal center will have an information center.

The Committee discussed future articles in CT Magazine and the CT Economy magazine. **Mr. Heffley said he will talk to the Exec. Editor of CT Economy.**

**Ms. Baldwin will look into putting information at the churches.**

## **5. Discussion of New Brochure**

Ms. van Zelm passed out a draft of a new membership brochure. There was some discussion about whether it should be maintained that membership has location and

affiliation requirements. Ms. van Zelm can address this with the Nominating Committee that suggests any Bylaws changes, which are typically done at the June Annual Meeting as the membership needs to approve Bylaws changes.

**6. Next Meeting Date**

The Committee discussed meeting at 8:30 am on September 12 given Committee member Jim Hintz's schedule.

**7. Adjourn**

Ms. Wexler made a motion to adjourn. Mr. Lindsay seconded the motion. The meeting adjourned at 9:00 am.

*Minutes taken by Cynthia van Zelm.*



**MANSFIELD ADVOCATES FOR CHILDREN**

**MINUTES**  
**August 3, 2011**

**MEMBERS PRESENT:** K. Grunwald (staff), S. Baxter (staff), J. Woodmansee (staff), F. Baruzzi, R. LeClerc, MJ Newman, J. Goldman, C. Guerreri, J. Stoughton, E. Tulman, L. Dahn, L. Young, J. Higham, V. Fry, G. Bent, E. Soffer Roberts, S. Anderson, P. Braithwaite, A. Bloom

**GUESTS:** R. Freeman, M. Huff

**REGRETS:** J. Suedmyer, A. Bladen, J. Boltseridge

ITEM	DISCUSSION	OUTCOME
<p><b>Call to Order</b></p>	<p>J. Stoughton called the meeting to order at 7:35pm.</p> <p>S. Baxter introduces J. Woodmansee, her new assistant and new members Yujin Kim, Ellen Tulman and Janice Boltseridge.</p> <p>Vote on Minutes of 6/1/11.</p> <p>S. Baxter reported that her job description has been posted on the Town website and requested that members pass it along to anyone they know who might be interested. S. Baxter then advised members that the first round of candidate interviews will occur on August 22<sup>nd</sup>. The final round interviews are scheduled for August 29<sup>th</sup> with a proposed panel of Kevin, Gloria and/or Judy, Maria and Sandy. The hope is to have the new employee in place to overlap with Sandy for several weeks.</p> <p>K. Grunwald reported that the Town Planner has submitted an application for a grant for the Safe Routes to Schools Initiative which will provide for a sidewalk from Bassett's Bridge Road to Southeast School. A. Bloom added that this grant was initiated by F. Baruzzi and that the award is \$500,000. She also noted that MAC is identified in the grant as a support partner.</p> <p>S. Baxter reported that a RBA seminar is scheduled for September 13<sup>th</sup> and 14<sup>th</sup>.</p>	<p><i>Motion:</i> <i>J. Higham moves to approve the 6/1/11 minutes as presented. E. Soffer-Roberts seconds and the motion passes unanimously</i></p> <p>Members interested in participating on the interview panel are requested to contact Sandy with their availability.</p> <p>MAC's Support Partner responsibility is around developing an incentive program for children at S.E. to use the 'safe routes'.</p> <p>Anyone interested in attending should contact S. Baxter.</p>
<p><b>Follow Up</b></p>	<p>G. Bent passed out a questionnaire for members to anonymously complete regarding satisfaction at the conclusion of MAC meetings. She noted that while the co-chairs are open to the idea of</p>	<p>The membership agreed that the meeting times and frequency will remain as scheduled and the issue re-visited in December, 2011, with the stipulation that the full MAC meetings adjourn promptly at</p>

	<p>changing the meeting frequency and times it is their suggestion that during this time of transition, the meeting times and frequency remain the same and that this issue will be reviewed in December, 2011.</p> <p>G. Bent facilitated discussion on how best to effectively utilize the hour of the full MAC meeting.</p>	<p>7:30pm and that the meetings are set according to the academic year.</p> <p>The membership agreed that the Executive Council should consider meeting two (2) weeks after the full MAC meeting (effective in September, 2011) and that in an effort to solicit issues to be addressed by the whole MAC group, minutes from the Executive Council be due to the entire membership no more than one (1) week following the meeting.</p>
<b>Updates</b>	<p>K. Grunwald provided an update regarding the Action Institute: Implementing Policy &amp; Environmental changes to Reduce the Risk of Cancer and Chronic Disease which will be held on August 31st at the Bishop Conference Center at UConn. Keynote speaker is Mark Fenton and space is available if members are interested in attending.</p> <p>K. Grunwald discussed the meeting the Executive Council had with Danny Briere. Mr. Briere is currently working with E.O. Smith on developing a social networking model and would like MAC involved in providing information regarding children birth to 8. Some of the challenges discussed include getting individuals to sign-up and finding the manpower to administrate the program.</p>	<p>Contact K. Grunwald if you are interested in attending contact A. Bloom.</p> <p>Scholarships are available for this event; people interested in getting a scholarship must register first. Considerations will be based on number of scholarships requested and money available for scholarships.</p> <p>No action is required at this time. Awaiting further information from Danny Briere.</p>
<b>Playground</b>	<p>S. Anderson reported that the Committee is close to choosing a company to design the playground. The site will be by the Community Center although the exact location is not yet determined. The time line for the playground remains at two (2) years. The Committee will meet on August 5<sup>th</sup> to finalize plans for advertising and fundraising at the beginning of the school year.</p>	
<b>Co-Chairs Recruitment</b>	<p>S. Baxter suggested that a search committee be formed for the three (3) year term of chair or co-chairs.</p>	<p>S. Baxter will confirm that the current co-chair terms are up in September, 2012.</p> <p>Formulation of a search committee is tabled until January, 2012.</p>
<b>Sandy's Job Description</b>	<p>S. Baxter noted that the posting for her job is on the town's website, as well as, Eastern School or Soc. Work and Early Childhood, UCONN School of Social Work and Early Childhood, and on the Graustein Listserve.</p>	
<b>Announcements</b>	<p>G. Bent reminded the membership to take home the sheet regarding performance measures in preparation for the September meeting.</p>	

Adjournment/ Next Meeting	Next Executive Council meeting August 10, 2011 at 1:15 in B.  Next MAC meeting on <u>Wednesday, September 7, 2011, Town Hall –Council Chambers at:</u> <u>5:00PM</u> Team meetings <u>6:30PM</u> full MAC meeting Agenda topics: please send to Sandy	
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**MANSFIELD DOWNTOWN PARTNERSHIP  
BOARD OF DIRECTORS MEETING  
Thursday, August 4, 2011  
Mansfield Town Hall  
Town Council Chambers  
4 S. Eagleville Road**

**4:00 PM**

**MINUTES**

Present: Steve Bacon, Harry Birkenruth, Tom Callahan, Matthew Hart, David Lindsay, Frank McNabb, Toni Moran, Betsy Paterson, Alex Roe, Steve Rogers, Bill Simpson, and Ted Yungclas

Staff: Cynthia van Zelm

**1. Call to Order**

Steve Bacon, Vice President, called the meeting to order at 4:05 pm in President Philip Lodewick's absence.

**2. Welcome New Board Member Ted Yungclas**

Mr. Bacon welcomed Ted Yungclas, Assistant Dean in the UConn School of Fine Arts, who replaced Dean David Woods, on the Board. Mr. Bacon expressed the Board's appreciation for Mr. Yungclas joining the Board.

**3. Opportunity for Public Comment**

There was no public comment.

**4. Approval of Minutes of May 5, 2011 and July 13, 2011**

Betsy Paterson made a motion to approve the minutes of May 5, 2011 and July 13, 2011. Frank McNabb seconded the motion. The minutes were approved with an abstention from Bill Simpson on the July 13, 2011 minutes.

**5. Director's Report**

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Cynthia van Zelm asked the Board to review the Board contact list for any changes.

Ms. van Zelm proposed that the Board meeting in September include a site walk of the Phase 1A site.

Ms. van Zelm said she was working with Tom Callahan on planning a strategic planning session tentatively in October.

**6. Appointment of University of Connecticut Student Board representative**

Mr. Bacon noted that the UConn student Board representative needs to be reappointed every year. Ms. Paterson made a motion to approve David Lindsay as the University of Connecticut student Board of Directors' representative. Mr. Simpson seconded the motion. The motion was approved.

**7. Election of Officers to Board of Directors for 2011-2012**

Toni Moran made a motion to approve Philip Lodewick as President, Steve Bacon as Vice President, Steve Rogers as Secretary, and Kristin Schwab as Treasurer as Board of Directors' officers. Alex Roe seconded the motion. The motion was approved unanimously.

**8. Appointment of Committee Chairs and Members for 2011-2012**

Ms. Paterson made a motion to appoint the attached list of Mansfield Downtown Partnership Committee Chairs and members until the end of the Partnership's fiscal year on June 30, 2012. Mr. Birkenruth seconded the motion. The motion was approved unanimously.

**9. Update on Storrs Center Action Items**

Ms. van Zelm said the zoning permit for the Village Street should be ready in August. Ms. Paterson made a motion to schedule the Partnership public hearing on August 30 at 6:30 pm in the Town Council chambers. Ms. Moran seconded the motion. The motion was approved unanimously.

Ms. van Zelm said the steel is going up on the first building for Storrs Center. The parking garage is out to bid and bids are expected back on August 23.

Ms. van Zelm said the Frequently Asked Questions for Storrs Center have been updated on the Partnership website at [www.mansfieldct.org/mdp](http://www.mansfieldct.org/mdp) and she encouraged Board members to share them with friends.

Ms. van Zelm said she is continuing to work with LeylandAlliance and EDR on outreach to the community on the residential leasing. The Board discussed outreach efforts to the entire community and its leadership will be working with EDR on outreach.

Ms. Moran and Tom Callahan asked Ms. van Zelm to work with general contractor Erland Construction on outreach on available jobs at the construction site and tracking of the jobs. Matt Hart said the Town of Mansfield will do the same for the Town projects.

#### **9. Four Corners Sewer and Water Study Advisory Committee Update**

Ms. Roe reported that the Request for Proposals for the Environmental Impact Evaluation (EIE) for the UConn Tech Park is out with replies requested back in two weeks. The goal is to choose a firm by the last week of August.

The goal is also for the funding to be placed on the CT Bond Commission agenda for August 26.

The EIE process is approximately six months.

#### **10. Report from Committees**

##### Advertising and Promotion

In Chair Kristin Schwab's absence, Ms. Paterson reported that Ms. Schwab showed the Committee the work being done on the public spaces plan for the downtown area. Trails and conservation land has been mapped and all brought together in one document. Ms. Paterson said the work being done by Ms. Schwab and her UConn landscape architecture students supports the goals of the Partnership. Ms. Paterson said she would like an update on the public spaces plan for the Town Council at a future meeting.

Ms. van Zelm said she is work with the Town's Parks and Recreation Department on a grant application to the CT Recreational Trails Program that would feed off of the work on the public spaces plan. She suggested that the Partnership include a letter of support.

### Festival on the Green

Ms. Paterson said the Advertising and Promotion Committee suggested that someone from LeylandAlliance give a tour of the area around the construction site during the Festival. Ms. Paterson said she thought signs could be put up to indicate what businesses will be located in a particular area. She thought this would be a great way to continue to build excitement.

Mr. Simpson encouraged signage near the site that would include which businesses are coming to Storrs Center. This would also serve to entice other businesses to lease.

### Membership Development

Frank McNabb said the Committee has a meeting on Monday.

### Planning and Design

Mr. Bacon said the Planning and Design Committee meeting included a presentation from Andy Graves from BL Companies about the applicability of the Storrs Center sustainability guidelines to Phases 1A and 1B. It is required that the architect of record fill out a checklist with the work being done measured against the guidelines. The Committee made some suggested changes which Mr. Graves will bring back to the next meeting.

## **11. Adjourn**

Bill Simpson made a motion to adjourn. Harry Birkenruth seconded the motion. The motion was approved and the meeting adjourned at 5:35 pm.

*Minutes taken by Cynthia van Zelm*

**MANSFIELD DOWNTOWN PARTNERSHIP  
ADVERTISING AND PROMOTION COMMITTEE  
Mansfield Town Hall  
Tuesday, July 26, 2011  
5:00 pm**

**MINUTES**

Present: Kristin Schwab, Janet Jones, Shawn, Kornegay, Betsy Paterson

Staff: Kathleen Paterson

**1. Call to Order**

Kristin Schwab called the meeting to order at 5:05 pm

**2. Public Comment**

There was no public comment.

**3. Approval of Minutes from May 11, 2011**

Janet Jones asked for her name to be added to the list of members present at the May 11 meeting.

Betsy Paterson moved to approve the Minutes as amended.

Shawn Kornegay seconded the motion.

The motion passed unanimously.

**4. Update on Storrs Center project including communications**

Kathleen Paterson reported that the construction website (<http://storrscenterconstruction.blogspot.com>) had been set up and that she is updating it weekly with input from the development team. She said that the email for construction questions was also up and running ([StorrsCenterInfo@mansfieldct.org](mailto:StorrsCenterInfo@mansfieldct.org)).

**5. Update on award-winning *Festival on the Green***

Ms. Paterson reported that plans are progressing well and noted that Natalie Miniutti is doing an excellent job as the new Set-up Chair in determining the layout for the new location at E. O. Smith High School.

Ms. Jones said that there had been a change in the School of Fine Arts' plans for its 50<sup>th</sup> Anniversary Celebration. She said the focus will be on faculty and student performances and activities – which will be open to the public – rather than the anticipated performances by outside groups.

Ms. Schwab asked if there was a way to highlight the groundbreaking at the *Festival* or if it would be too far past.

Ms. Jones suggested offering tours of the construction site (around the perimeter).

Ms. Paterson supported this idea and suggested adding signs to show where the different businesses will be.

**Ms. K. Paterson will discuss this idea with Macon Toledano.**

## **6. Review of groundbreaking**

Ms. Jones commented that it was a very well-organized and wonderful event.

Ms. Kornegay said she thought it was fabulous and very well-attended.

## **7. Discuss fall newsletter**

Ms. K. Paterson said she will soon begin working on the fall newsletter and asked for content ideas.

Ms. Jones suggested including the Frequently Asked Questions.

Ms. Kornegay agreed and said the jobs issues should be highlighted or be its own article.

Ms. Paterson suggested mentioning the tour of the construction site at the *Festival* and a piece about Dean Woods, who will be the Grand Marshal of the Celebrate Mansfield Parade.

Ms. Schwab suggested an article about the School of Fine Arts 50<sup>th</sup> Anniversary.

## **8. Update on Public Spaces Plan**

Ms. Schwab reviewed the project with the Committee and shared some preliminary drafts of the maps she and her students are completing.

Ms. Jones asked if the work produced would be used to make suggestions to the Town and UConn for possible parks, sidewalks, etc.

Ms. Schwab answered in the affirmative.

Ms. Kornegay thought that the finished plan should be well publicized.

Ms. Paterson agreed and said that she thought the Committee should give it the full push. She said that the plan would be a very useful tool for the Town and its committees.

Ms. K. Paterson commented that she was very impressed with the work Ms. Schwab and her students had done to date. She suggested looking into how to place the completed maps online and in a smart-phone compatible format.

## 9. Other

Ms. K. Paterson said that Stephanie Livolsi from LeylandAlliance was working on large banners to place along the construction fence for Storrs Center. She and Ms. Livolsi had been trying to think of verbs to describe future activities in the downtown and asked the Committee for suggestions.

The Committee created a list of verbs, which **Ms. K. Paterson will send to Ms. Livolsi [Done]**.

The Committee suggested adding cut-outs in the banners so that passerby could still see the work in progress. **Ms. K. Paterson will bring the suggestion to Ms. Livolsi [Done]**.

## 10. Adjourn

The meeting adjourned at 6:25 pm.

*Minutes prepared by Kathleen M. Paterson*

**HOUSING AUTHORITY OF THE TOWN OF MANSFIELD**  
**REGULAR MEETING MINUTES**  
Housing Authority Office  
August 25, 2011  
8:00 a.m.

Attendance: Mr. Long, Chairperson; Mr. Simonsen, Vice Chairperson; Mr. Eddy; Secretary and Treasurer; Ms Hall, Assistant Treasurer; Kathleen Ward, Commissioner; and Ms Fields, Executive Director.

The meeting was called to order at 8:05 a.m. by the Chairperson.

**MINUTES**

The Chairperson declared the minutes of the July 21, 2011 Regular Meeting "accepted without objection."

**COMMENTS FROM THE PUBLIC**

Ms Martin, a tenant a Wrights Village invited the Board to view the painted sand box. The Board proceeded outside to view the artwork. Ms Martin requested that the Board consider allowing the tenants to paint a trash shed. The Board thanked Ms Martin and the other contributors for their work.

**COMMUNICATIONS**

Ms Rychling requested that an exception be made to provide her with new vertical blinds because she ruined her curtains in the wash. New pull down shades were installed in her unit when she moved in 2008. She requested they be removed. The Housing Authority now uses vertical blinds, but only when turning a unit or if current shades are no longer functioning. There is no full scale replacement of shades. Since Ms Rychling's request does not fall into either category, the Board agreed, as a compromise, to purchase vertical blinds, at Ms Rychling's cost, and install them. The vertical blinds will belong to Ms Rychling.

**REPORTS OF THE DIRECTOR**

**Bills**

A motion was made by Ms Hall and seconded by Mr. Simonsen to approve the July bills. Motion approved unanimously.

**Financial Reports –A (General)**

A motion was made by Mr. Eddy and seconded by Mr. Simonsen to approve the June Financials. Motion approved unanimously.

**Financial Report-B (Section 8 Statistical Report)**

A motion was made by Mr. Eddy and seconded Mr. Simonsen to approve the July Section 8 Statistical Report. Motion approved unanimously.

**REPORT FROM TENANT REPRESENTATIVE**

**Surveys**

Mr. Eddy stated that there were no updates at this time.

### **Bulky Waste Proposal**

Ms Fields reported that for 2009, the un-reimbursed bulky waste charges were \$236; for 2010, the total charges were \$467.50 of which \$244.72 was un-reimbursed; for January through July 2011, the total charges were \$156.00 of which \$76.00 was un-reimbursed. Other bulky waste proposals were discussed. It was decided to make no changes at this time. Ms Fields will send a memo reiterating the current policy, attaching the updated recycling information from the Town and asking that used fluorescent bulbs be dropped off at the office for proper disposal.

Ms Fields will also request that, due to the heat pump installation, anyone interested in disposing of working air conditioners to call the office. The office will donate them to those in need.

### **Mailbox Change**

The post office has said that it cannot make the change with the mail carrier. Due to not receiving any complaints from the tenant, the matter will be dropped at this time.

### **Human Services Advisory Committee**

Mr. Eddy reported that he was unable to attend the last meeting.

## **AD HOC COMMITTEE REPORTS**

### **Holinko Paving and Landscaping Committee**

Lenard Engineering provided drawings for review. Once approved, they will go out to bid. Ms Fields provided Orrie Vardar, the CHFA asset manager, with a copy of the drawings at his visit on August 18, 2011. Mr. Long and Ms Fields will meet with Lenard Engineering to review and approve the plans, after which Lenard will advertise the project for bid.

Ms Fields and Mr. Long had previously met with Bill Briggs to discuss the replacement of steps and adding porches on Building 5. Ms Fields presented sketches from William Briggs Construction. The board liked the sketches; Ms Fields will follow up with Bill Briggs.

### **Increasing Affordable Housing Committee**

The Committee had a conference call with CHFA on July 28, 2011. Financing was discussed and the need for either 0% financing for some part of the loan or a grant. A second conference call with CHFA and DECD took place on August 11, 2011. Following the call, DECD and CHFA suggested that the Housing Authority ask for a loan from the Holinko Estates Reserve funds to be used for the capital needs assessment and be paid back with the State Service Fees paid quarterly by Holinko Estates to CHFA. A letter with that request will be submitted by Ms Fields.

### **Policy Review Committee**

A meeting date was set for September 15, 2011 at 8:30 a.m.

### **Budget Committee**

Mr Simonsen presented the latest draft of the budget proposed by Ms Fields. To help meet the budget deficit, rent increases were proposed for both properties.

A motion was made by Mr. Eddy and seconded by Mr. Simonsen to increase all rents by \$5.00 per month per unit at Holinko Estates. Motion approved unanimously.

A motion was made by Mr. Simonsen and seconded by Ms Ward to increase all rents by \$10.00 per month per unit at Wright's Village. Motion approved, Mr. Eddy abstained.

## **UNFINISHED BUSINESS**

### **ARRA Weatherization Program**

Ms Fields informed the project manager at Access Agency that no heat pump has been installed for the Knop Shop and he is looking into it. An instructional class for all tenants will be set up in September on the use and care of the heat pumps.

### **Eslin v Mansfield Housing Authority**

Coles, Baldwin and Kaiser filed a motion to dismiss the case. Depositions have been scheduled for Ms Fields, Ms Vangness and Mr. Long for September.

### **Freedom of Information**

There are no outstanding requests.

### **Tenant Sand Box Painting**

Ms Fields emailed Mr. Hultgren who agreed to allow the tenants to paint the boxes that are here on the property. The interested tenants completed the sand boxes. Having earlier in the meeting, viewed one of the sand boxes, the board agreed to painting the trash enclosure near the office parking lot. Ms Fields will forward the approval to Ms Martin.

A motion was made by Ms Hall and seconded by Mr. Eddy to approve the painting of the trash enclosure by the office parking lot. Motion approved unanimously.

## **NEW BUSINESS**

### **2012 Public Housing Agency Plan Submittal**

The Mansfield Housing Authority is not required to file an annual plan because it is considered a "qualified" public housing authority. A "qualified" agency is defined as one with 550 housing units or fewer and not in "troubled" status. The Mansfield Housing is required to make annual certifications regarding compliance with the Civil Rights and Violence Against Women Acts. Ms Fields provided Mr. Long with the certification for his signature.

### **NEXT MEETING DATE**

All Board Meeting have been changed from 8:00 a.m. to 8:30 a.m.

## **OTHER BUSINESS**

### **ADJOURNMENT**

The Chairperson declared the meeting adjourned at 10:50 a.m.

\_\_\_\_\_  
Dexter Eddy, Secretary

**Approved:**

\_\_\_\_\_  
Richard Long, Chairperson

**HOUSING AUTHORITY OF THE TOWN OF MANSFIELD  
EMERGENCY MEETING MINUTES**

Housing Authority Office

September 6, 2011

8:30 a.m.

Attendance: Mr. Long, Chairperson; Mr. Simonsen, Vice Chairperson; Mr. Eddy, Secretary and Treasurer; Ms Hall, Assistant Treasurer, was excused; Ms Kathleen Ward, Commissioner; and Ms Fields, Executive Director.

The meeting was called to order at 8:30 a.m. by the Chairperson.

**NEW BUSINESS**

**Stair Replacement at Holinko Estates – Building 5**

Ms Fields requested that the Board approve William Briggs Construction to draw up plans and provide the Board with a fixed price for the stair replacement and porch construction.

A motion was made by Mr. Eddy and seconded by Mr. Simonsen to request William Briggs Construction to submit plans and a fixed price for the stair replacement and porch construction. Motion approved unanimously.

**Financing a Capital Needs Assessment**

A capital needs assessment (CNA) is required for a prospective purchase of a local property. CHFA and DECD have approved a loan structure to borrow money from Holinko Estates reserve funds and repay it with the quarterly state service fee. Ms Fields has received two estimates ranging between \$5,000 and \$7,000. Ms Fields will request a third estimate from Reserve Replacement Report, a previous vendor used by the Housing Authority for CNA's.

A motion was made by Mr. Eddy and seconded by Ms Ward to approve payment for a CNA through a loan structure approved by CHFA, and the Housing Authority's accountant and auditor. Motion approved unanimously.

A motion was made by Mr. Simonsen and seconded by Ms Ward for Ms Fields to enter into a contract for a CNA in an amount not to exceed \$7,000. Motion approved unanimously.

**ADJOURNMENT**

A motion was made by Mr. Simonsen and seconded by Mr. Eddy to adjourn the meeting at 9:10 a.m.

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Dexter Eddy, Secretary

**Approved:**

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Richard Long, Chairperson

**Mansfield Commission on Aging Minutes**  
**9:30 AM – Senior Center**  
**June 13, 2011**

**PRESENT:** J. Quarto (Vice-Chair), D. Nolan, A. Holinko, J. Terry, B. Lavoie (staff), S. Gordon, T. Rogers, J. Scottron, W. Bigl, Bev Korba (guest), C. Dainton (staff), G. Stebbins (staff)

**REGRETS:** C. Pellegrine, E. Poirier

- I. **Call to Order:** Vice- Chair J. Quarto called the meeting to order at 9:31 AM.
- II. **Appointment of Recording Secretary:** K. Grunwald agreed to take minutes for the meeting.
- III. **Acceptance of Minutes:** The minutes of the **May 9, 2011** meeting were accepted as written.
- IV. **Correspondence – Chair and Staff:**
- V. **New Business**
  - A. **Annual Report: Accomplishments and Goals for Next Year:** The following are the goals that were adopted for the current year:
    - Continue to ensure that the needs of seniors are represented in the Town’s strategic planning initiative.
    - Promote the development of a new Senior Center as a future initiative for the Town Council to consider.
    - Update Mansfield’s Long-Range Plan for Seniors, with a continued focus on priority issues of transportation, information dissemination, senior center space needs, and access to public meetings: information dissemination accomplished with the revision of “At Your Fingertips”, and the addition of assistive hearing technology at the Town Council Chambers.
    - Ensure the implementation of the Volunteer Driver Program: Accomplished
    - Continue to advocate for the installation of bus shelters at Wrights’ Way and at the Rt. 275/Community Center bus stops: Accomplished for Wrights’ Way.
  - J. Quarto reviewed these goals with the Commission. W. Bigl suggested adding “promoting senior safety” as a goal. Another suggestion was made that transportation be eliminated from the goals, as the volunteer driver program has been implemented.

Proposed Goals:

    - Continue to ensure that the needs of seniors are represented in the Town’s strategic planning initiative.
    - Promote the development of a new Senior Center as a future initiative for the Town Council to consider.

- Monitor Mansfield's Long-Range Plan for Seniors, with a continued focus on priority issues of senior safety, information dissemination, senior center space needs and health care needs, including changing federal benefits' programs.
- Continue to advocate for the installation of a bus shelter at the Rt. 275/Community Center bus stop.

K. Grunwald will send out a draft for members' approval.

B. Mansfield Representatives to McSweeney Center: K. Grunwald suggested inviting Carol Fineout and Betty Gardner to the next COA meeting. They are Mansfield's representatives on the McSweeney Board of Directors. They will be invited to the September COA meeting.

C. Report of the nominating committee: no report.

D. "Other": J. Terry thanked B. Lavoie for fixing up the front of the Senior Center. Some concerns were raised about getting a sign on Maple Rd. for the Senior Center. It was suggested that someone approach Lon Hultgren requesting that a sign designating the Mansfield Senior Center be erected at the driveway. This was approved unanimously by the Commission. W. Bigl will draft a letter to this effect.

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

### A. Health Care Services

Wellness Center and Wellness Program – B. Lavoie reported that "At Your Fingertips" has been revised. She announced that staff will be participating in the Senior Resources Health Fair at the Eastbrook Mall this Friday.

### B. Social, Recreational and Educational

Senior Center – C. Dainton announced that starting on June 23 the Senior Center will be open until 7:30 on Thursday evenings. Matt Hart will be here July 7, and Cynthia van Zelm will provide an update on the MDP on July 14. She also announced that there is a need for additional drivers for the Volunteer Driver program. J. Quarto raised a concern as to whether or not seniors in other parts of town are aware of the volunteer driver program. G. Stebbins has put flyers up at various locations, and suggestions were made for other locations. C. Dainton raised a concern that we don't want to increase demand until there are more drivers. Some concerns were raised about drivers being required to give their Social Security number so that a background check can be completed. G. Stebbins reported that transportation requests have been down this month. K. Grunwald added that the State has awarded the Town a grant to purchase a wheelchair accessible van for seniors and people with disabilities. The plan is to recruit volunteers to drive this van; a public service license is required.

Senior Center Assoc. –T. Rogers announced that he is saying goodbye as the President of the Senior Center Association, and welcomed Marilyn Gerling as the new President. The annual banquet is this Wednesday night at the Buchanan Center. He also announced that the Association is submitting a grant request to the Rotary Club to request funds for some equipment for the Senior Center.

C. Housing

Assisted Living Advisory Committee: K. Grunwald reported that Masonicare is close to finalizing the purchase of the Warren property. Bonding money awarded to the Town of Mansfield includes funds to develop the municipal water supply.

Wrights Way J. Adamcik); Juniper Hill (B. Savage); Jensen's Park (E. Poirier): no reports;  
Glen Ridge (J. Scottron): the open house was successful.

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**

- A. Report of the nominating committee: election of officers. J. Quarto suggested that the election should not take place until new members are in place in October. She suggests nominating officers in September. Members concurred with this plan; will check to see if C. Pellegrine has spoken to the Town Clerk about this.
- B. Long-Range Plan: Follow-Up: no discussion.
- C. Triad (W. Bigl): reported that there was a Yellow Dot sign-up on June 8. The drug take-back program is still in the works. Will is approaching local churches to implement this program.

VIII. **Opportunity for the Public to Address the Commission:** Bev Korba raised a question as to how the Commission will stay aware of the changes in Medicare. Also, is there a "friendly visitor" program? B. Lavoie said that most of the monitoring of seniors is done informally, rather than through a program. She reported that Senior Resources has an "Are You OK" program. Members reported that they are aware that this is often offered through churches and by neighbors. Bev announced that 40-50 people attended the Open House at Glen Ridge.

VIII. **Adjournment**

The meeting was adjourned at 10:30 AM. Next meeting: **Monday, September 12, 2011 at 9:30 AM** at the Senior Center.

Respectfully submitted,

Kevin Grunwald

PAGE  
BREAK

Item #4

43 Mountain Road  
Mansfield Center  
CT 06250

10/1/11

to: Members of the Mansfield Town Council

When I spoke on behalf of the Town Library Board in agreement with and support of Town Manager Matt Hart's well-researched and carefully considered recommendation that the Town Library maintain its own separate Director's position, it was, of course, our hope that you would concur with him.

I thank you all very much for your courteous hearing, and thorough consideration of, all of the evidence and testimony presented on this issue; and for your supporting Library Service excellence by your decision; as well as for giving this decision the added import of having declared it by Board Concensus.

- with heartfelt thanks to you,

from



(Sheila Quinn Clark)

(due to formal letter policy, I submit this as a private citizen with special knowledge of the situation due to my position as Chair of the Library Advisory Board)

PAGE  
BREAK

Town of Mansfield  
Special Town Meeting  
September 26, 2011  
Audrey P. Beck Building

Mayor Elizabeth Paterson called the Special Town Meeting to order at 6:30 p.m. in the Council Chambers of the Audrey P. Beck Building and called for the election of a Moderator.

Greg Haddad moved to nominate Bruce Clouette as Moderator. The nomination was seconded and the motion to approve the nomination passed unanimously.

Mr. Clouette requested a motion to waive the reading of the notice of the meeting, as published and posted. Without objection the motion was agreed to. Mr. Clouette outlined the rules of debate for the meeting and barring objection stated he would limit public comments to five minutes per person. Mr. Clouette introduced Attorney Dennis O'Brien as Parliamentarian and Christine Hawthorne as Clerk.

Mr. Clouette asked for a motion to waive the reading of the resolution to be presented under Item 1 on the Notice. A motion to waive the reading of the resolution to be presented to this Special Town Meeting under item 1 of the Notice and that the full text of the resolution, as made available to those in attendance at this meeting, be incorporated into the minutes of this meeting was made, seconded and passed by all present.

A motion to approve the resolution listed under Item 1 was made and seconded.

Item 1

**RESOLUTION APPROPRIATING \$210,000 FOR COSTS WITH RESPECT TO ACQUISITION OF AN AMBULANCE, AND AUTHORIZING THE ISSUE OF BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE THE APPROPRIATION.**

RESOLVED,

(a) That the Town of Mansfield appropriate TWO HUNDRED TEN THOUSAND DOLLARS (\$210,000) for costs with respect to the acquisition of an ambulance to replace Ambulance 607. The appropriation may be spent for acquisition costs, legal fees, net temporary interest and other financing costs, and other expenses related to the project and its financing. The Town Manager is authorized to determine the scope and particulars of the project and may reduce or modify the scope of the project; and the entire appropriation may be spent on the project as so reduced or modified.

(b) That the Town issue its bonds or notes in an amount not to exceed TWO HUNDRED TEN THOUSAND DOLLARS (\$210,000) to finance the appropriation for the project. The amount of bonds or notes authorized shall be reduced by the amount of grants received by the Town for the project and applied to pay project costs. The bonds or notes shall be issued pursuant to Section 7-369 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts, as applicable. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town.

(c) That the Town issue and renew its temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds, notes, or obligations for

the project and the receipt of project grants. The amount of the notes outstanding at any time shall not exceed TWO HUNDRED TEN THOUSAND DOLLARS (\$210,000). The notes shall be issued pursuant to Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes or obligations shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of the General Statutes with respect to any temporary notes if the notes do not mature within the time permitted by said Section 7-378.

(d) The Town Manager, the Director of Finance and the Treasurer, or any two of them, shall sign any bonds, notes or temporary notes by their manual or facsimile signatures. The law firm of Day Pitney LLP is designated as bond counsel to approve the legality of the bonds, notes or temporary notes. The Town Manager, the Director of Finance and the Treasurer, or any two of them, are authorized to determine the amount, date, interest rates, maturities, redemption provisions, form and other details of the bonds, notes or temporary notes; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds, notes or temporary notes to provide for the keeping of a record of the bonds, notes or temporary notes; to designate a financial advisor to the Town in connection with the sale of the bonds, notes or temporary notes; to sell the bonds, notes or temporary notes at public or private sale; to deliver the bonds, notes or temporary notes; and to perform all other acts which are necessary or appropriate to issue the bonds, notes or temporary notes.

(e) That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that (except to the extent reimbursed from grant moneys) the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The Town Manager, the Director of Finance and the Treasurer, or any two of them, are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds, notes or temporary notes authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

(f) That the Town Manager, the Director of Finance and the Treasurer, or any two of them, are authorized to make representations and enter into written agreements for the benefit of holders of the bonds, notes or temporary notes authorized by this resolution to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds, notes or temporary notes.

(g) That the Town Manager, the Director of Finance, the Treasurer and other proper officers and officials of the Town are authorized to take all other action which is necessary or desirable to complete the projects and to issue bonds or notes and temporary notes and obtain grants, if available, to finance the aforesaid appropriation.

Mr. Clouette recognized Fire Chief David Dagon to present an overview of the resolution.

Mr. Dagon explained the necessity for replacing the current ambulance. On the average, ambulances are replaced every five years; the current ambulance is eight years old, having last been replaced in 2008.

Mike Sikoski, Wildwood Road, questioned what the Town plans on doing with the old ambulance and has the new ambulance been ordered at this time. Chief Dagon responded that the replaced ambulance would be kept in service for volunteer fire-fighters to use in the event a second ambulance was needed and that the ambulance has not yet been ordered.

Richard Pellegrine, Clover Mill Road, understood that in past practice ambulance user fees would diffuse costs.

Betty Wassmundt, Old Turnpike Road, questioned the financing of the ambulance over 15 years when the life span of the vehicle is only 4 years.

William Ryan, Beech Mountain Road resident and Chair of the Council's Finance Committee, addressed Ms. Wassmundt question by describing how the packaging of bonded items occurs and noting that ambulance fees pays for the majority of the cost of a new ambulance.

Roger Roberge, Woodland Road, asked who was to train the responders on the ambulance and asked why a recent trainer's contract was not renewed.

Mr. Clouette ruled the question was not relevant to the motion.

David Freudmann, Eastwood Road, is voting no on the resolution as he is not in favor of bonding. His concern is the financial impact this would have on the next five fiscal years and the amount of interest this purchase would incur.

Toni Moran, Deputy Mayor and Mansfield City Road resident, spoke to the fact that any bonding package includes a variety of items some of which have longer lifetimes than others.

Cynara Stites, Hanks Hill Road, questioned why a vote was being taken tonight as the projects were included in the Capital Budget and passed at the Annual Town Budget Meeting.

Bruce Clouette, Moderator, explained that the texts of the resolutions are dictated by Bond Counsel and that the approval process, as stated in the Town Charter, requires a vote at Town Meeting.

Rick Hossack, Middle Turnpike, is concerned that the Town's debt is out-of-hand and that taxes will need to be raised.

Betty Wassmundt, Old Turnpike Road, encourages residents to vote no as the town is acting fiscally irresponsible and that she would prefer a supplemental tax bill to bonding.

Paulette Marie, Willowbrook Road, feels the purchase of an ambulance would bring in revenue for the town and help to payoff the debt sooner.

William Jordan, South Eagleville Road, supports the importance of continuing to maintain the infrastructure in Town.

Denise Keane, Town Council Member and Atwoodville Road resident, agrees that the vehicles are needed but is concerned on how they would be financed.

Richard Pellegrine, Clover Mill Road, moved to end discussion. The motion was seconded and passed by more than a 2/3rds vote.

Carol Pellegrine, Clover Mill Road, moved that the vote on the resolution be taken by paper ballot. The motion was seconded and failed by a vote of 47 in favor and 50 opposed.

By a show of hands the resolution listed under Item 1 passed with 54 in favor and 34 opposed.

Mr. Clouette asked for a motion to waive the reading of the resolution to be presented under Item 2 on the Notice. A motion to waive the reading of the resolution to be presented to this Special Town Meeting under Item 2 of the Notice and that the full text of resolution, as made available to those in attendance at this meeting, be incorporated into the minutes of this meeting was made, seconded and passed by all present.

A motion to approve the resolution listed under Item 2 was made and seconded.

Item 2.

RESOLUTION APPROPRIATING \$150,000 FOR COSTS WITH RESPECT TO ACQUISITION OF A FRONT-LINE DUMP/PLOW TRUCK, AND AUTHORIZING THE ISSUE OF BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE THE APPROPRIATION.

RESOLVED,

(a) That the Town of Mansfield appropriate ONE HUNDRED FIFTY THOUSAND DOLLARS (\$150,000) for costs with respect to the acquisition of a front-line dump/plow truck. The appropriation may be spent for acquisition costs, legal fees, net temporary interest and other financing costs, and other expenses related to the project and its financing. The Town Manager is authorized to determine the scope and particulars of the project and may reduce or modify the scope of the project; and the entire appropriation may be spent on the project as so reduced or modified.

(b) That the Town issue its bonds or notes in an amount not to exceed ONE HUNDRED FIFTY THOUSAND DOLLARS (\$150,000) to finance the appropriation for the project. The amount of bonds or notes authorized shall be reduced by the amount of grants received by the Town for the project and applied to pay project costs. The bonds or notes shall be issued pursuant to Section 7-369 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts, as applicable. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town.

(c) That the Town issue and renew its temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds, notes, or obligations for the project and the receipt of project grants. The amount of the notes outstanding at any time shall not exceed ONE HUNDRED FIFTY THOUSAND DOLLARS (\$150,000). The notes shall be issued pursuant to Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes or obligations shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the

provisions of Section 7-378a of the General Statutes with respect to any temporary notes if the notes do not mature within the time permitted by said Section 7-378.

(d) The Town Manager, the Director of Finance and the Treasurer, or any two of them, shall sign any bonds, notes or temporary notes by their manual or facsimile signatures. The law firm of Day Pitney LLP is designated as bond counsel to approve the legality of the bonds, notes or temporary notes. The Town Manager, the Director of Finance and the Treasurer, or any two of them, are authorized to determine the amount, date, interest rates, maturities, redemption provisions, form and other details of the bonds, notes or temporary notes; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds, notes or temporary notes to provide for the keeping of a record of the bonds, notes or temporary notes; to designate a financial advisor to the Town in connection with the sale of the bonds, notes or temporary notes; to sell the bonds, notes or temporary notes at public or private sale; to deliver the bonds, notes or temporary notes; and to perform all other acts which are necessary or appropriate to issue the bonds, notes or temporary notes.

(e) That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that (except to the extent reimbursed from grant moneys) the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The Town Manager, the Director of Finance and the Treasurer, or any two of them, are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds, notes or temporary notes authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

(f) That the Town Manager, the Director of Finance and the Treasurer, or any two of them, are authorized to make representations and enter into written agreements for the benefit of holders of the bonds, notes or temporary notes authorized by this resolution to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds, notes or temporary notes.

(g) That the Town Manager, the Director of Finance, the Treasurer and other proper officers and officials of the Town are authorized to take all other action which is necessary or desirable to complete the projects and to issue bonds or notes and temporary notes and obtain grants, if available, to finance the aforesaid appropriation.

Mr. Clouette recognized Lon Hultgren, Director of Public Works to present an overview of the resolution.

Lon Hultgren explained that the current 1998 International dump/plow truck having 109,000 miles needs replacing.

Carol Pellegrine, Clovermill Road, asked if the complete cost of the truck would be \$150,000 and include a plow.

Richard Pellegrine, Clovermill Road, suggested that the new truck include berm and mailbox sensors.

Mike Sikoski, Wildwood Road, asked what will happen to the truck being replaced and if the truck has been ordered at this time.

Lon Hultgren explained that the truck could be sold at auction for approximately \$10,000-\$15,000 or kept as a spare; and has not yet been ordered.

David Freudmann, Eastwood Road, has no objection of the purchase of the truck but feels the Town needs to live within its means and avoid putting purchases on credit cards.

Paulette Marie, Willowbrook Road, suggested that the truck could generate revenue by charging for plowing on private roads. Purchase of the truck is needed at this time as prices will continue to rise in the future.

April Holinko, Middle Turnpike, suggested citizens should pay to have their private roads plowed and that the Town be compensated for the private use of trucks.

Cynara Stites, Hanks Hill Road questioned whether the Town currently plows private roads. Mr. Hultgren responded it does not.

Rick Hossack, Middle Turnpike, is concerned with spending thirty percent in interest over the next fifteen years for the truck.

Edward Hall, Mansfield Hollow Road, asked if any funding for the truck was available other than bonding.

Henry Krisch, Farmstead Road, called the question. The motion was seconded and passed by more than a 2/3rds vote.

By a show of hands the resolution presented under Item 2 passed.

Mr. Clouette asked for a motion to waive the reading of the resolution to be presented under Item 3 on the Notice. A motion to waive the reading of the resolution to be presented to this Special Town Meeting under Item 3 of the Notice and that the full text of the resolution, as made available to those in attendance at this meeting, be incorporated into the minutes of this meeting was made, seconded and passed by all present.

A motion to approve the resolution listed under Item 3 was made and seconded.

Item 3  
**RESOLUTION APPROPRIATING \$45,000 FOR COSTS WITH RESPECT TO ACQUISITION OF A SMALL DUMP TRUCK AND SANDERS, AND AUTHORIZING THE ISSUE OF BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE THE APPROPRIATION.**

RESOLVED,

(a) That the Town of Mansfield appropriate FORTY-FIVE THOUSAND DOLLARS (\$45,000) for costs with respect to the acquisition of a small dump truck and sanders. The appropriation may be spent for acquisition costs, legal fees, net temporary interest and other financing costs, and other expenses related to the project and its financing. The Town Manager

is authorized to determine the scope and particulars of the project and may reduce or modify the scope of the project; and the entire appropriation may be spent on the project as so reduced or modified.

(b) That the Town issue its bonds or notes in an amount not to exceed FORTY-FIVE THOUSAND DOLLARS (\$45,000) to finance the appropriation for the project. The amount of bonds or notes authorized shall be reduced by the amount of grants received by the Town for the project and applied to pay project costs. The bonds or notes shall be issued pursuant to Section 7-369 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts, as applicable. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town.

(c) That the Town issue and renew its temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds, notes, or obligations for the project and the receipt of project grants. The amount of the notes outstanding at any time shall not exceed FORTY-FIVE THOUSAND DOLLARS (\$45,000). The notes shall be issued pursuant to Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes or obligations shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of the General Statutes with respect to any temporary notes if the notes do not mature within the time permitted by said Section 7-378.

(d) The Town Manager, the Director of Finance and the Treasurer, or any two of them, shall sign any bonds, notes or temporary notes by their manual or facsimile signatures. The law firm of Day Pitney LLP is designated as bond counsel to approve the legality of the bonds, notes or temporary notes. The Town Manager, the Director of Finance and the Treasurer, or any two of them, are authorized to determine the amount, date, interest rates, maturities, redemption provisions, form and other details of the bonds, notes or temporary notes; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds, notes or temporary notes to provide for the keeping of a record of the bonds, notes or temporary notes; to designate a financial advisor to the Town in connection with the sale of the bonds, notes or temporary notes; to sell the bonds, notes or temporary notes at public or private sale; to deliver the bonds, notes or temporary notes; and to perform all other acts which are necessary or appropriate to issue the bonds, notes or temporary notes.

(e) That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that (except to the extent reimbursed from grant moneys) the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The Town Manager, the Director of Finance and the Treasurer, or any two of them, are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds, notes or temporary notes authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

(f) That the Town Manager, the Director of Finance and the Treasurer, or any two of them, are authorized to make representations and enter into written agreements for the benefit

of holders of the bonds, notes or temporary notes authorized by this resolution to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds, notes or temporary notes.

(g) That the Town Manager, the Director of Finance, the Treasurer and other proper officers and officials of the Town are authorized to take all other action which is necessary or desirable to complete the projects and to issue bonds or notes and temporary notes and obtain grants, if available, to finance the aforesaid appropriation.

Carol Pellegrine, Clover Mill Road, questioned the cost of bonding on the \$45,000 truck.

Cherie Trahan, Director of Finance estimates the interest at 4% depending on the Town's bond rating and an additional 2.5% for bonding costs.

John Fratiello, Daleville Road, is not in favor of bonding the \$45,000 truck.

Robert Stearns, Stearns Road, is aware of a 1947 dump truck in Lebanon that is for sale.

Michael Jungden, Browns Road, stated that Ford 450 trucks are notorious for rusting. Mr. Hultgren responded that the Town would get the best deal through the State Bid process.

Betty Wassmundt, Old Turnpike Road, estimates that the interest for this purchase would be approximately \$13,000 and expressed that the Town is operating in an unreasonable fiscally imprudent manner. She supports a supplemental tax bill for the expense.

Toni Moran, Deputy Mayor and Mansfield City Road resident, explained that during budget deliberations specific low cost items were pulled from the budget. However, the Town has substantial capital needs which need to be addressed and the Council has been putting money aside in recent budgets to address these needs. Funding from the Pequots has been drastically reduced.

Betsy Paterson, Mayor and Independent Square resident, stated that as a result of prudent management Pequot funding was not put into the Operating Fund. It is now necessary to build up the Capital Fund due to the loss of revenue from the Pequots. The Town Council is also trying to keep taxes affordable.

David Freudmann, Eastwood Road would like to see the Town live within its' means and if funds are available to purchase the truck.

Carol Thomas, Stafford Road, called the question. The motion was seconded and passed by more than a 2/3rds vote.

By a show of hands the resolution listed under Item 3 passed with 54 in favor and 37 opposed.

A motion to adjourn the Town Meeting was made, seconded and passed by all at 8:00 p.m.

Christine Hawthorne, Asst. Town Clerk

Item #6



**TOWN OF MANSFIELD**  
**OFFICE OF THE TOWN COUNCIL**

ELIZABETH C. PATERSON, Mayor

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

October 7, 2011

Dear Community Leader:

We are pleased to let you know that the Town of Mansfield, in partnership with 13 other Connecticut municipalities, won a competitive grant from the US Department of Energy to launch the *Neighbor to Neighbor Energy Challenge*, a ground-breaking initiative to help our residents reduce energy usage.

The *Neighbor to Neighbor Energy Challenge* is focused on outreach and education. We are writing to ask your organization to consider partnering with us to offer your members and fellow residents an opportunity to reduce their energy use by at least 20 percent. Education is a key first step and this program has informative tips and materials to make saving energy easy. We are also looking for groups in town to co-sponsor free workshops to introduce residents to solutions to reduce energy consumption and to inform them of Connecticut's numerous energy-related programs and incentives.

We invite you to get started by attending an informative meeting about how your organization can become involved. The meeting will be held in the Buchanan Auditorium at the Mansfield Library on **Wednesday, November 2, 2011 at 7:00 pm.**

Please contact Virginia Walton if you plan on attending. She can be reached at 860-429-3333 or [WaltonVD@mansfieldct.org](mailto:WaltonVD@mansfieldct.org). For more information and to sign up for the program yourself, please visit [www.CTEnergyChallenge.com](http://www.CTEnergyChallenge.com).

The *Neighbor to Neighbor Energy Challenge* is our opportunity to help our fellow residents make their homes more comfortable, save money, reduce pollution and unite the community for a great cause. Let's work together to make Mansfield the energy efficiency leader of Connecticut!

Sincerely,

Elizabeth C. Paterson  
Mayor

Matthew W. Hart  
Town Manager

CC: Town Council

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**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

September 26, 2011

To town and health district staff,

The days following Tropical Storm Irene were a critical time for our organization. You were pushed to the max to provide essential services to residents during a time of considerable stress. Though events like these are challenging, you worked successfully as a team and met the needs of our residents in a safe, efficient and effective manner.

Our performance as an organization was impressive and we commend you for your service during the storm recovery process. In particular we would like to thank you for:

- Clearing the roads of trees and debris to allow emergency responders and civilian traffic safe passage
- Attending to the safety needs of residents under challenging circumstances
- Organizing and running a shelter operation that served as a vital resource for residents without electricity
- Fielding a deluge of calls from residents and maintaining professionalism and poise while under stress
- Keeping our communications systems running smoothly and providing public computer and internet access to residents who had been cut-off from all other communication
- Supplying critical health and safety information to residents before and after the storm

To everyone, thank you for pulling together and being a part of what makes the Town of Mansfield a great organization.

Sincerely,

Elizabeth C. Paterson  
Mayor

Matthew W. Hart  
Town Manager

Cc: Mansfield Town Council

**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

September 26, 2011

Mr. Dennis Pierce  
Director of Dining Services  
University of Connecticut  
626 Gilbert Road Ext., U-1071  
Storrs, CT 06269

Dear Mr. Pierce:

The actions taken by the University of Connecticut in the days following Tropical Storm Irene illustrate a continued commitment to a productive partnership between the Town and the University and a genuine feeling of social responsibility on the part of the University and Dining Services. The donations of water, food and ice provided by your organization to our residents without electricity were very well-received and greatly appreciated.

Thank you for donating your time and resources to the community. Your generosity and support are a part of what makes Mansfield a great university town.

Sincerely,

*Elizabeth C. Paterson*  
Elizabeth C. Paterson  
Mayor

*Matthew W. Hart*  
Matthew W. Hart  
Town Manager

Cc: Mansfield Town Council

**TOWN OF MANSFIELD**  
**OFFICE OF THE TOWN MANAGER**



Matthew W. Hart, Town Manager

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FOUR SOUTH EAGLEVILLE ROAD  
MANSFIELD, CT 06268-2599  
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Fax: (860) 429-6863

September 26, 2011

Big Y Supermarket  
Ms. Joanne Hanks, Store Manager  
141B Storrs Road  
Mansfield Center, CT 06250

Dear Ms. Hanks:

On behalf of the community, we wish to thank you for making ice available for our residents in the days following Tropical Storm Irene. It was important for the Town to be able to provide a way for our residents to keep their food from spoiling while they were without electricity. Big Y was able to provide ice for this purpose despite the high demand for ice at the time. This service was greatly appreciated by our community.

Thank you for your assistance in our community's time of need.

Sincerely,

*Elizabeth C. Paterson*  
Elizabeth C. Paterson  
Mayor

*Matthew W. Hart*  
Matthew W. Hart  
Town Manager

Cc: Mansfield Town Council

**TOWN OF MANSFIELD**  
**OFFICE OF THE TOWN MANAGER**



Matthew W. Hart, Town Manager

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Fax: (860) 429-6863

September 26, 2011

Mr. Neil Warren  
357 Wormwood Hill Road  
Mansfield Center, CT 06250

Dear Mr. Warren:

On behalf of the community, we wish to thank you for your generous contribution of pizzas to Mansfield's emergency shelter in the days following Tropical Storm Irene. The hot meals you provided to our residents without electricity were very well-received and greatly appreciated.

Your donation illustrates your commitment to being an involved and caring member of the Mansfield community. Thank you for your generosity during our community's time of need.

Sincerely,

Elizabeth C. Paterson  
Mayor

Matthew W. Hart  
Town Manager

Cc: Mansfield Town Council

**TOWN OF MANSFIELD**  
**OFFICE OF THE TOWN MANAGER**



Matthew W. Hart, Town Manager

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FOUR SOUTH EAGLEVILLE ROAD  
MANSFIELD, CT 06268-2599  
(860) 429-3336  
Fax: (860) 429-6863

September 26, 2011

Mr. Bruce Silva  
Superintendent  
Regional School District #19  
1235 Storrs Road  
Mansfield, CT 06268

Dear Mr. Silva:

The actions taken by E. O. Smith High School in the days following Tropical Storm Irene illustrate a continued commitment to a productive partnership between the Town and Regional School District 19 and a genuine feeling of social responsibility on the part of the Region. The hot meals provided by the Region and the food services staff to residents throughout the tri-town area without electricity were very well-received and greatly appreciated.

Thank you for donating the Region's time and resources to the community. Your generosity and support are a part of what makes Mansfield a great place to live, learn, work and play.

Sincerely,

Elizabeth C. Paterson  
Mayor

Matthew W. Hart  
Town Manager

Cc: Mansfield Town Council

**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

September 26, 2011

Dear shelter volunteer:

The shelter operation at the Mansfield Community Center served as a vital resource for residents after Tropical Storm Irene hit our area. Volunteers like you were instrumental in running the shelter and making it a success. Your assistance was invaluable and greatly appreciated by residents and staff. It was wonderful to see our residents and employees working together to pull through a difficult time and help others.

Thank you for giving your time and effort to help others in need. Your display of kindness and generosity during a difficult time is a part of what makes the Town of Mansfield a wonderful community.

Sincerely,

Elizabeth C. Paterson  
Mayor

Matthew W. Hart  
Town Manager

Cc: Mansfield Town Council

**TOWN OF MANSFIELD**  
**OFFICE OF THE TOWN MANAGER**



Matthew W. Hart, Town Manager

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FOUR SOUTH EAGLEVILLE ROAD  
MANSFIELD, CT 06268-2599  
(860) 429-3336  
Fax: (860) 429-6863

September 26, 2011

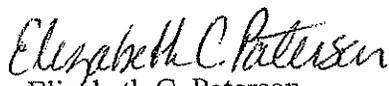
Ms. Linda Clark  
Mansfield Food Services  
--Interoffice Mail--

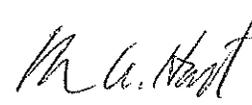
Dear Ms. Clark:

The actions taken by Mansfield Food Services in the days following Tropical Storm Irene illustrate a genuine feeling of social responsibility and commitment to serving the needs of the public. The hot meals you provided to residents throughout the tri-town area without electricity were very well-received and greatly appreciated.

Thank you for serving the community dinners for people during their time of need. Your generosity and support are a part of what makes our community a great place to live.

Sincerely,

  
Elizabeth C. Paterson  
Mayor

  
Matthew W. Hart  
Town Manager

Cc: Mansfield Town Council  
Bruce Silva  
Fred Baruzzi

**TOWN OF MANSFIELD**  
**OFFICE OF THE TOWN MANAGER**



Matthew W. Hart, Town Manager

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September 26, 2011

Ms. Terry Glaude-Bouche  
Mansfield Food Services  
--Interoffice Mail--

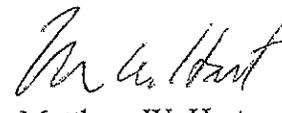
Dear Ms. Glaude-Bouche:

The actions taken by Mansfield Food Services in the days following Tropical Storm Irene illustrate a genuine feeling of social responsibility and commitment to serving the needs of the public. The hot meals you provided to residents throughout the tri-town area without electricity were very well-received and greatly appreciated.

Thank you for serving the community dinners for people during their time of need. Your generosity and support are a part of what makes our community a great place to live.

Sincerely,

  
Elizabeth C. Paterson  
Mayor

  
Matthew W. Hart  
Town Manager

Cc: Mansfield Town Council  
Bruce Silva  
Fred Baruzzi

**TOWN OF MANSFIELD**  
**OFFICE OF THE TOWN MANAGER**



Matthew W. Hart, Town Manager

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Fax: (860) 429-6863

September 26, 2011

Ms. Judy Campbell  
Mansfield Food Services  
--Interoffice Mail--

Dear Ms. Campbell:

The actions taken by Mansfield Food Services in the days following Tropical Storm Irene illustrate a genuine feeling of social responsibility and commitment to serving the needs of the public. The hot meals you provided to residents throughout the tri-town area without electricity were very well-received and greatly appreciated.

Thank you for serving the community dinners for people during their time of need. Your generosity and support are a part of what makes our community a great place to live.

Sincerely,

  
Elizabeth C. Paterson  
Mayor

  
Matthew W. Hart  
Town Manager

Cc: Mansfield Town Council  
Bruce Silva  
Fred Baruzzi

**TOWN OF MANSFIELD**  
**OFFICE OF THE TOWN MANAGER**



Matthew W. Hart, Town Manager

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September 26, 2011

Ms. Janice Mills  
Mansfield Food Services  
--Interoffice Mail--

Dear Ms. Mills:

The actions taken by Mansfield Food Services in the days following Tropical Storm Irene illustrate a genuine feeling of social responsibility and commitment to serving the needs of the public. The hot meals you provided to residents throughout the tri-town area without electricity were very well-received and greatly appreciated.

Thank you for serving the community dinners for people during their time of need. Your generosity and support are a part of what makes our community a great place to live.

Sincerely,

*Elizabeth C. Paterson*  
Elizabeth C. Paterson  
Mayor

*M. W. Hart*  
Matthew W. Hart  
Town Manager

Cc: Mansfield Town Council  
Bruce Silva  
Fred Baruzzi



**TOWN OF MANSFIELD**  
**PUBLIC SAFETY COMMITTEE**

Christopher Paulhus, Vice Chair

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

September 27, 2011

Joint Standing Committee on Judiciary

The Honorable Eric Coleman, State Senate, Co-chair

The Honorable Gerald Fox, State Representative, Co-chair

Joint Standing Committee on Public Safety and Security

The Honorable Joan Hartley, State Senate, Co-chair

The Honorable Stephen D. Dargan, State Representative, Co-chair

**Re: Annual Report for 2011**

Dear Co-chair and Committee members:

In accordance with Section 18-81h of the Connecticut General Statutes, the Public Safety Committee of the Town of Mansfield hereby submits its report due for November 1, 2011.

As you know, Bergin CI ceased to house inmates as of August 5, 2011 and officially closed August 12, 2011. It is our understanding from Department of Correction staff that the Department will continue to monitor and maintain the property; both the Committee and the Town strongly support the Department's commitment to monitoring and maintaining the property.

Since Bergin CI is no longer a facility actively housing inmates, the Public Safety Committee has been deactivated. The Committee met on its regularly scheduled January, April and July meetings to review safety and security concerns and other matters related to Bergin CI. The October meeting is cancelled due to the deactivation of the Committee.

2011 accomplishments included:

- The Committee toured the DBCI facility to observe programming and interact with staff and inmates.
- Issued a courtesy letter to citizens and businesses on the community notification alert system that it would no longer be in use when Bergin CI closed.
- A good working relationship was maintained between the community and DBCI; the Committee appreciated and supported the outreach program.
- Mansfield and Bergin staff worked cooperatively to provide inmate work crews to the Town to help with litter pick-up.
- The Town and the Committee were glad that no escapes occurred from DBCI.

Bergin CI often demonstrated its willingness to be a "good neighbor," and frequently donated the services of a community outreach work detail to assist with tasks such as roadside clean up. During

last holiday season, staff at DBCI adopted several local families through our Town of Mansfield Human Services Department which was greatly appreciated.

We want to commend Warden Rinaldi and Deputy Wardens Davis and Montessi for a job well done during the year. We wish them the best of luck in their new assignments (Rinaldi, Davis) and in retirement (Montessi). We also wish to commend former Chair of the Committee, Wunderley Stauder, for her dedicated service to the group; after ten years of service Ms. Stauder relocated and resigned from the Committee.

Please contact Ms. Maria Capriola, Assistant to Town Manager, at (860) 429-3336 x5 with any questions or concerns regarding this report.

Sincerely,

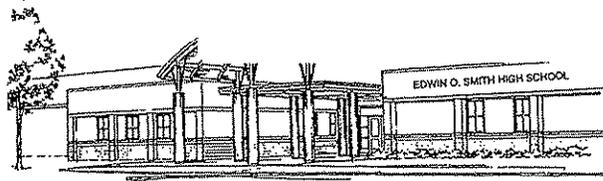


Christopher Paulhus  
Vice Chair

C: Matthew W. Hart, Town Manager  
Maria Capriola, Assistant to Town Manager  
Mansfield Town Council  
State Senator Donald E. Williams  
State Representative Gregory Haddad  
Commissioner Leo Arnone, Department of Correction  
Deputy Commissioner James Dzurenda, Department of Correction  
Warden Monica Rinaldi, Brooklyn Correctional Institution

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**REGIONAL SCHOOL DISTRICT #19**  
Office of the Superintendent  
Memo



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To: Ralph Fletcher, Selectman, Town of Ashford  
Matt Hart, Town Manager, Town of Mansfield  
Christina Mailhos, Selectman, Town of Willington

From: Bruce W. Silva, Superintendent, Regional School District #19

Date: September 8, 2011

Subject: District/Municipal Budget Information Sharing Meeting

This memo is to **confirm** the budget information sharing meeting will be held on Tuesday, December 13, 2011 in the Library Media Center at 7:00 p.m. The purpose of the meeting is to again provide an opportunity for an informal discussion regarding district and municipal budget priorities, constraints and possible legislative actions.

An agenda will be sent to you closer to the meeting date.

BWS/lcb

att.

c: Cherie Trahan, Business Manager

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TC



**Connecticut  
Light & Power**

A Northeast Utilities Company

107 Selden Street, Berlin, CT 06037

The Connecticut Light and Power Company  
P.O. Box 270  
Hartford, CT 06141-0270  
(860) 665-3761 (direct)  
(860) 665-3730 (fax)  
E-mail: [quinljw@nu.com](mailto:quinljw@nu.com)  
[www.cl-p.com](http://www.cl-p.com)

Item # 10

William J. Quinlan  
Vice President – Customer Solutions

September 22, 2011

The Honorable Elizabeth C. Paterson  
Mayor  
Town Of Mansfield  
4 South Eagleville Road  
Mansfield Ct 06268

The Honorable Elizabeth C. Paterson:

As an important partner in our storm restoration efforts, I'd like to thank you for your support and leadership during Tropical Storm Irene. The storm created unprecedented damage and required a historic effort from all involved.

One of our immediate lessons learned is that coordination and communications with our municipal partners must be strengthened. That is why I have been assigned the responsibility of focusing on improving that critical partnership in every town and city we serve.

We have already begun the process of soliciting your feedback by launching a post-storm telephone survey. The next step in the process will be a series of forums to exchange views and ideas for creating stronger coordination and communications during storm events. As we have heard from many of you, the most efficient way to begin this dialogue is on a regional basis. Therefore, we are working in collaboration with our Congressional leaders, the Connecticut Conference of Municipalities and the state's regional planning organizations (RPOs) to make these forums a reality. We are very interested in your participation and hope that you will join us at these sessions once the final arrangements are announced.

We also anticipate participating in meetings with individual municipalities as another source of feedback. If you intend to convene such a meeting, we invite you to communicate directly with your assigned Account Executive to coordinate CL&P's participation.

Responding to storms of the magnitude of Irene requires an immense amount of preparation, patience and understanding from all of our customers. Please be assured

that we are committed to working with you and all of our municipal leaders to ensure that when the next storm strikes, we work in true partnership to meet the needs of Connecticut's citizens and businesses.

Sincerely,

A handwritten signature in black ink, appearing to read "William J. Quinlan". The signature is fluid and cursive, with a long horizontal stroke at the end.

Bill Quinlan  
Vice President, Customer Solutions