



**TOWN OF MANSFIELD
TOWN COUNCIL MEETING
Monday, June 11, 2012
COUNCIL CHAMBERS
AUDREY P. BECK MUNICIPAL BUILDING
7:30 p.m.**

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- 15. Strategy and Negotiations with Respect to Pending Claims or Litigation, in accordance with CGS §1-200(6)(B)
- 16. Sale or purchase of real property, in accordance with CGS §1-200(6)(D)

ADJOURNMENT

SPECIAL MEETING – MANSFIELD TOWN COUNCIL
May 8, 2012
DRAFT

Mayor Elizabeth Paterson called the special meeting of the Mansfield Town Council to order at 9:05 p.m. in the Auditorium of the Mansfield Middle School

I. ROLL CALL

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

II. TO SET THE MILL RATE FOR FISCAL YEAR 2012-2013

Mr. Ryan moved and Ms. Moran seconded the following resolution:

BE IT RESOLVED: That the Tax Rate for the Town of Mansfield for Fiscal Year 2012-2013 be set at 27.21 mills, and the Collector of Revenue be authorized and directed to prepare and mail to each taxpayer tax bills in accordance with Connecticut General Statutes, as amended, and than such taxes shall be due and payable July 1, 2012 and January 1, 2013.

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

III. ADJOURNMENT

Mr. Paulhus moved and Mr. Shapiro seconded to adjourn the meeting at 9:08 p.m.

Elizabeth Paterson, Mayor

Mary Stanton, Town Clerk

April 9, 2012

SPECIAL MEETING – MANSFIELD TOWN COUNCIL
May 17, 2012
DRAFT

Mayor Elizabeth Paterson called the special meeting of the Mansfield Town Council to order at 7:00 p.m. in the Council Chamber of the Audrey P. Beck Building.

I. CALL TO ORDER

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

Excused: Kochenburger

Also Present: Brandon Handfield of Anchor Engineering, Director of Facilities Bill Hammon, Sustainability Committee Members: Lynn Stoddard, Kristin Schwab and Bill Lennon, Director of Planning and Development Linda Painter, Richard Lawrence of Lawrence Associates, Tom DiMauro of Newfield Construction, Superintendent of Schools Fred Baruzzi

II. OPPORTUNITY FOR PUBLIC COMMENT

Betty Wassmundt, Old Turnpike Road, requested the Council table the entire school project due to the uncertainty of projects occurring at this time.

Kathleen Paulhus, Middle Turnpike, Member of the Board of Education, speaking as a citizen is concerned about several issues and feels the information residents are receiving is too vague.

Christopher Lapsis, Candide Lane, urged the Council to maintain the three amazing neighbor schools.

III. OLD BUSINESS

1. School Building Project

a. School Siting Considerations

Engineer Brandon Handfield, gave a presentation on each of the three elementary schools and reported that the septic suitability was adequate for each of the schools. Based on the topography, soils and groundwater depths at Southeast School the site would adequately accept the wastewater flows for an 800 student school. Data obtained and preliminary calculations at the Goodwin and Vinton sites also showed adequate wastewater flows for a 375 student elementary school.

Bill Hammon, Director of Facilities and State-certified small water systems operator, reviewed his findings on the water systems at the three elementary locations. Currently the water-delivering systems in the schools are adequate for 400 students and have an excellent rating. The water is tested quarterly for bacteria and annually for metals.

Lynn Stoddard, Sustainability Committee Member prepared a matrix which includes the committees' recommendations to optimize the educational potentials; environmental performance; use of the existing infrastructure and community resources. The committee felt it did not want to limit the site selection to the existing school sites but to two community-centered hubs in Mansfield.

Kristen Schwab, Sustainability Committee Member, summarized on the conclusions the committee arrived at consisting of a northern and southern school site; the proximity to existing community uses and amenities; plans for future community/civic features if the site does not have surrounding community uses or complete streets; additional sites other than the existing school sites; and an alternative plan for phasing and siting on the existing school sites.

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Ms. Moran voiced her concern that an entire section along the western watershed was excluded from the study. Ms. Schwab speaking for the committee, said they did not deliberately exclude the Vinton area from the process, but thought the sites would be most sustainable in the definable hubs consisting in the north and south.

Ms. Painter reviewed the school siting considerations by mapping out the school districts by location of students and housing units including population density within a one mile radius of the current schools. The highest population density is located in and around the UConn area with the highest density per census block in the area bounded by Maple Road on the north and Mansfield City on the South, and the Freedom Green area in the southeast. This area also has the highest concentrations of children under the age of five. The area potentially suitable for low density residential development is located south and west of Mansfield City Road, and along Route 32, north of Route 275. Goodwin Elementary currently has the best access for pedestrians and bicyclists. Funding is not yet available for a pedestrian walkway to connect Southeast Elementary to Mansfield Center. The demographics were taken from the 2010 census and information from the town's tax assessment.

Rick Lawrence reviewed test fits of schemes for the building sites at each of the three current schools which would allow for construction without disrupting the existing schools. Mr. Lawrence stated that these are early stage concepts, and further considerations will need to be made at each of the schools to accommodate the new construction.

b. Review Timeline

Town Manager Matt Hart reviewed the timeline for the project, and suggested that a project description (general overview) referral be sent to the PZC; web-based technology be included in the direct mail to residents and business owners; bond authorization be made a minimum of 60 days in advance to the referendum date; an explanatory text sent to residents and business owners and scheduling of public information sessions prior to the referendum on 11/6/12.

c. Council Deliberations

Council members decided to refrain from deliberations at this time given the amount of information presented and the need for further review of the materials submitted.

d. Next Steps

Mr. Hart suggested the next steps in the process to include: scheduling the next workshop (May 31, 2012) to identify sites to take to referendum; cost of additional land needed at Goodwin; more specific information on the repurpose of the current buildings; and obtaining information from the Town Assessor on the impact of property taxes and comparative values for private and municipal uses.

Mr. Hart also added that a list of questions/answers raised by members of the public will be available on the town's website.

Superintendent of Schools Fred Baruzzi voiced his appreciation to the Council for their deliberations. Mr. Baruzzi spoke to the facilities usages on the site plans presented by Mr. Lawrence as making the best use of the current buildings, playing areas and ball fields and retaining the use of the septic fields without interrupting structural programs. He also noted the savings on the new water systems due to the proximity of the current wells.

Mr. Shapiro moved and Mr. Paulhus seconded to move into Executive Session to discuss Sale or purchase of real property, in accordance with CGS §1-200(6)(D).

Motion passed unanimously

IV. EXECUTIVE SESSION

May 17, 2012

Sale or purchase of real property, in accordance with CGS §1-200(6)(D)
Present: Keane, Lindsey, Moran, Paterson, Paulhus, Ryan, Shapiro
Also Present: Matt Hart, Linda Painter

V. ADJOURNMENT

The Council reconvened the meeting. Mr. Shapiro moved and Mr. Ryan seconded to adjourn the meeting.

Elizabeth C. Paterson, Mayor

Christine Hawthorne, Asst. Town Clerk

May 17, 2012

REGULAR MEETING – MANSFIELD TOWN COUNCIL

May 29, 2012

DRAFT

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

I. ROLL CALL

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

II. APPROVAL OF MINUTES

Ms. Moran moved and Mr. Paulhus seconded to approve the minutes of the May 8, 2012 special meeting. Motion passed by all except Ms. Keane who abstained. Mr. Paulhus moved and Mr. Shapiro seconded to approve the minutes of the May 14, 2012 meeting as amended. Motion passed by all except Ms. Keane who abstained.

III. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

Bill Jordan, Chaplin, spoke in favor of the Town looking at a Responsible Contractors' Ordinance commenting such an ordinance would increase local hires and support local taxes and businesses.

Saul Nesselroth, Hillyndale Road, thanked Council members for all their work to make the Town a better place to live. Mr. Nesselroth also voiced support for the comments of the previous speaker and urged the Council not to prohibit members of the Ethics Board from endorsing candidates, thereby limiting their free speech.

Karl Nagy Jr., Pleasant Valley Road, voiced his support for the proposed new schools and for contractors who have apprentice programs which allow apprentices to graduate to journeymen. He urged the Town to support these efforts.

Carol Lewis, Hillyndale Road, seconded Mr. Nesselroth's remarks and thanked the Council for contributing to the Town's quality of life. Ms. Lewis also thanked the staff and management for being efficient, courteous, and responsive to the needs of the citizens.

Lyle Scruggs, Thomas Drive, spoke in support of a Responsible Contractors' Ordinance stating it would keep resources in Town.

Betty Wassmundt, Old Turnpike Road, requested an additional public hearing on the Ethics Ordinance since more changes have been made since the last one. Ms. Wassmundt urged the Council to include the concept of "personal interest", to eliminate the inclusion of "written town policy" in the Code, and to include Board of Education employees.

IV. REPORT OF THE TOWN MANAGER

In addition to his written remarks the Town Manager spoke to the recent Memorial Day Observance and noted he was, as a veteran, honored to speak at the event. Mr. Hart reported the Traffic Authority met with Willowbrook Road residents and agreed to provide signage discouraging through traffic and to look at additional mitigating measures. Leslie McDonough, the new Librarian, will meet with the Council during the second meeting in June. Mr. Hart noted Item 6, Parking Management Agreement between Town of Mansfield and Leyland Storrs, LLC, should be an item of Old Business. The Town Manager also reported the University is considering expanding the Town/University water EIE to include the MDC as an additional interconnection option. A public hearing is required to amend the scope of the EIE. Mr. Hart will keep Council members updated. Ms. Lindsey moved and Ms. Moran seconded to move Item 6, Parking Management Agreement between Town of Mansfield and Leyland Storrs, LLC, as Item 4a under Old Business. The motion passed unanimously.

V. REPORTS AND COMMENTS OF COUNCIL MEMBERS

Mr. Paulhus thanked citizens for coming out to honor veterans at the Memorial Day Parade, thanked Matt Hart for his speech, Paul Shapiro for reading the proclamation and

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Curt Vincente and Sara Ann Bourque for organizing the event. Mr. Paulhus was honored to fill in for the Mayor and present the welcoming remarks.
Ms. Moran reported that she was invited by citizens to join them in a discussion of a Responsible Contractors' Ordinance.

VI. OLD BUSINESS

1. Storrs Center Update

Mr. Hart reported on the gas leak which happened last week. He and Lon Hultgren have spoken to the contractor and have reviewed the processes used.

The Town Manager discussed his interactions with representatives of local labor organizations and a group of UConn professors who are interested in gathering information regarding a Responsible Contracting Ordinance. Mr. Hart was asked by the groups to attend these meetings and will forward all information to the Council. The Council, if it wishes, could add this item to a future agenda. Ms. Moran, a member of the Downtown Partnership Board of Directors, has also attended some of these meetings. Ms. Keane questioned whether or not a member of the minority party should have been included. Council members stated they often meet with residents on a variety of subjects.

2. License Request: Common Fields at Bassetts Bridge Road

Mr. Shapiro moved and Mr. Paulhus seconded to authorize the Town Manager to execute a license agreement to permit Mr. Michael C. Healey's use of a portion of the Common Fields at Bassetts Bridge Road for use as overflow parking in conjunction with Mr. Healey's adjacent banquet use. Such license shall not be drafted or executed until the Planning and Zoning Commission has reviewed and approved a special permit request for a banquet hall/assembly venue at 476 Storrs Road. The license agreement shall incorporate any conditions required by the Planning and Zoning Commission as part of the special permit process, including but not limited to: the final size/boundary of the license area, frequency of use, requirements regarding public access, and maintenance of both the license area and the access road. Such license may be terminated by the Town at any time, at the discretion of the Town Manager with the approval of the Town Council.

Motion passed unanimously.

3. Revisions to Ethics Ordinance

Ms. Moran, Chair of the Personnel Committee moved, effective May 29, 2012, to repeal Chapter 25 of the Mansfield Code of Ordinances (Code of Ethics) and to replace this Chapter in its entirety with the proposed Ethics Ordinance (Code of Ethics) dated April 16, 2012, as endorsed by the Personnel Committee, which Ordinance shall become effective 21 days after publication in a newspaper having circulation within the Town of Mansfield.

Ms. Moran stated all the issues raised during the public hearing were discussed by the Personnel Committee. Strengthened whistleblower protection has been incorporated in the April 16, 2012 draft. The inclusion of Board of Education employees, the addition of "personal interest" and a requirement for financial disclosures were not included in the draft.

Members discussed the inclusion of Board of Education members and the addition of "personal interest" with Town Attorney Dennis O'Brien.

Mr. Schaefer called the question. Seconded by Ms. Moran the motion failed.

Mr. Kochenburger moved to amend the motion by changing the definition of public employee to read as follows: Any person or contractor of the Town of Mansfield, including the employees of the Board of Education to the extent permitted by law, full or part time, receiving wages or other compensation for services rendered.

Seconded by Ms. Keane the amendment passed with all in favor except Ms. Moran, Mr. Schaefer and Ms. Paterson opposed.

The motion as amended passed with all in favor except Ms. Keane.

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4. UConn Landfill, Long-Term Monitoring Program
No comments

4a .Parking Management Agreement between the Town of Mansfield and Leyland Storrs, LLC

Mr. Shapiro moved and Mr. Kochenburger seconded that the Town Manager be authorized to execute for the Town of Mansfield the proposed Parking Management Agreement, as presented by staff in its draft dated May 24, 2012, by and between the Town of Mansfield and Leyland Storrs, LLC.

Ms. Lindsey requested the change made in Section 4 (P) read "shall" instead of "will". Accepted as a friendly amendment the motion passed.

VII. NEW BUSINESS

5. Neighborhood Assistance Acts Program

Mr. Paulhus moved and Ms. Moran seconded to schedule a Public Hearing for 7:30 PM on June 11, 2012 to receive public comment regarding potential program applications for the Neighborhood Assistance Program.

Director of Planning and Economic Development Linda Painter reported letters have been sent to businesses and organizations. Ms. Painter will also contact members of local non-profits for project ideas.

Motion passed unanimously.

6. Moved to 4a.

7. Appointment of Council Member

Council members thanked Meredith Lindsey for her work on the Council.

Ms. Keane moved and Mr. Paulhus seconded, effective May 29, 2012, to appoint David Freudmann to serve as a member of the Town Council, to fill the vacancy created by Meredith Lindsey's resignation from the Council for the term ending November 5, 2013.

Council members welcomed Mr. Freudmann. Councilor Freudmann was sworn in by the Town Clerk.

VIII. DEPARTMENTAL AND COMMITTEE REPORTS

The Town Manager noted Quarterly Reports are now posted on the website and asked Council members to comment on the new format. Ms. Keane requested State Police statistics be reported in their entirety.

IX. REPORTS OF COUNCIL COMMITTEES

Mr. Schaefer reporting for the Ad Hoc Committee on the Naming of Streets and Building stated that the Committee is considering naming the streets after early founders of the Town, but no decisions have yet to be finalized.

Mr. Kochenburger requested the handout titled, "Ten Fundamental Principles of Smart School Siting" be forwarded to the Board of Education and commented this organization is willing to assist the Town. The document will be included as a communication in the next packet.

X. PETITIONS, REQUESTS AND COMMUNICATONS

8. Annual Town Meeting Minutes

9. Legal Notices

10. Chamber Community News, May 16, 2012

11. Connecticut Association of Housing Code Enforcement Officials, Inc

12. Regional School District 19 Reapportionment Committee

XI. FUTURE AGENDA

May 29, 2012

Mr. Kochenburger requested an update on Masonicare's project.

XII. ADJOURNMENT

Mr. Paulhus moved and Mr. Shapiro seconded to adjourn the meeting at 9:55 p.m.

Elizabeth C. Paterson, Mayor

Mary Stanton, Town Clerk

May 29, 2012

SPECIAL MEETING – MANSFIELD TOWN COUNCIL
May 31, 2012
DRAFT

Mayor Elizabeth Paterson called the special meeting of the Mansfield Town Council to order at 7:00 p.m. in the Council Chamber of the Audrey P. Beck Building.

I. CALL TO ORDER

Present: Freudmann, Keane, Kochenburger, Moran, Paterson, Paulhus, Schaefer, Shapiro
Excused: Ryan

II. OPPORTUNITY FOR PUBLIC COMMENT

Nancy Tomastik, Maple Road, urged the Council to keep all three schools and to look for state programs and subsidies which would make the renovations more reasonable. Ms. Tomastik also believes the referendum on the school project should not be on the November 2012 ballot. (Statement attached)

April Holinko, Mansfield Depot and Chair of the Commission on Aging, requested consideration be given to a new Senior Center. (Statement attached)

Alison Hilding, Southwood Road, asked the Council to solicit a review from the Bureau of School Facilities to find out how to keep the three schools and receive the highest rate of reimbursement. Ms. Hilding believes this option has not been fully vetted.

Ric Hossack, Middle Turnpike, agreed the referendum should not be on the ballot during the Presidential Election and would like to see the Mansfield Middle School project separated out.

Carol Lewis, Hillyndale Road, commented that given the Town's low rate of indebtedness it would be advantageous to begin the two school project now when interest rates are low. Ms. Lewis also stated demographic information shows there will not be a sufficient number of students in the future to support three schools.

Saul Nesselroth, Hillyndale Road, moved to Town because of the schools and believes the infrastructure needs of the three current schools are extensive. Mr. Nesselroth stated that given the level of repair needed to upgrade the current schools the two school option makes more sense.

Mr. Shapiro moved that the Town Council go into executive session to discuss sale or purchase of real property in accordance with CGS§1-2006)(D). Also included in the discussion were Town Manager Matt Hart, Director of Planning and Development Linda Painter, Director of Finance Cherie Trahan and Assessor Irene Luciano.
Motion passed unanimously.

III. EXECUTIVE SESSION

Sale or purchase of real property in accordance with CGS§1-2006) (D)
Present: Freudmann, Keane, Kochenburger, Moran, Paterson, Paulhus, Schaefer, Shapiro
Also present: Town Manager Matt Hart, Director of Planning and Development Linda Painter, Director of Finance Cherie Trahan and Assessor Irene Luciano.

IV. OLD BUSINESS

The Council reconvened in regular session.

Also in attendance: Director of Facilities Bill Hammon, Director of Planning and Development Linda Painter, Richard Lawrence of Lawrence Associates, Tom DiMauro of Newfield Construction, Superintendent of Schools Fred Baruzzi, Director of Finance Cherie Trahan, Director of Human Services Kevin Grunwald, Assessor Irene Luciano and Director of Parks and Recreation Curt Vincente

Ms. Painter reviewed long term and interim municipal use options for the three existing school locations as well as possible redevelopment options. Ms. Luciano reviewed the questions regarding the effect of using an existing school as a municipal building on property values and Ms. Trahan reviewed the timeline for the project.

Mr. Grunwald and Mr. Vincente discussed the possibility of the Senior Center and the Recreation Department sharing the building and grounds of one of the schools. There is a high demand for additional space for both programs.

Ms. Trahan and Mr. Lawrence reviewed the conversations they had with representatives of the Bureau of School Facilities regarding the Town's eligibility for a renovate-like-new status, noting the response was not favorable.

Council members discussed performance contracting regarding energy savings, the timing of a potential referendum and water capacity at Southeast School. Mr. Hammond described the Siemens energy project which was undertaken a number of years ago.

Ms. Keane requested a matrix listing the sites and criteria be created.

The Council will meet again on June 7, 2012.

V. ADJOURNMENT

Mr. Paulhus moved and Mr. Shapiro seconded to adjourn the meeting at 9:55 p.m.

Elizabeth C. Paterson, Mayor

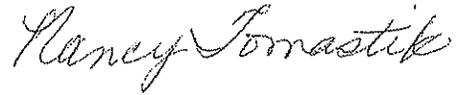
Mary Stanton, Town Clerk

5/31/12

TO: Mansfield Town Council

FR: Nancy Tomastik, Maple Road, resident of Mansfield for 39 years

RE: School Building Project



First of all, probably like many of you, I've run the gamut of emotions and conclusions about what should be done regarding our elementary schools. Out of all that's been said, I believe that one of the most powerful statements came from Mansfield Board of Education member Martha Kelly, when she recently changed her mind and her recommendation from the Two-School Option to the 3-school rehab option. I've known Martha for many years, and I know her to be reasonable, sensible, and caring for children and their education. I give credence to her opinion based on her extensive knowledge of the schools and on her concern for the entire picture for our town. I have also come to the conclusion that we should keep all 3 schools.

You know, the townspeople from the past did a great job of setting up our 3 neighborhood schools in good locations. My own adult children are successful examples of our K-12 schools, for which I am grateful. Mansfield would be hard pressed to do better than what we have now -- or even to do as well! In fact, my big concern is that 2 new schools will actually be a downgrade in many important ways, such as leaving us less flexibility as demographics change over the years.

2nd item: My ears perked up just recently when the Sustainability Committee reported that there's a new program for financing more energy efficient schools. I hope it rang a bell with you, too, and maybe even lit a light bulb above your heads -- an energy efficient light bulb! I understood the idea being that a school could borrow the funding for new energy systems (such as new boilers) and with the money saved pay it back over a number of years with no bonding necessary. The point is that there are State programs and subsidies which can make the upgrades more cost effective, whereas building 2 new schools is financially going into the deep, dark unknown, with unforeseen problems and cost overruns being inevitable. We already see that with Storrs Center. And, if I were Suzy Orman and you asked me: "Can the town afford 2 new schools plus all the other upcoming huge projects?" I would say "DENIED!" To fix what we've got is the financially conservative approach. To fix what we've got is also the educationally sound and historically successful approach.

3rd and last of all, whatever you do, PLEASE do NOT have a school building referendum in November. Have it any OTHER time but then. I shudder at the thought that during a presidential election, UConn students will be out at the polls in droves voting on our life-changing school referendum. What vested interest do they have in the future of our schools? Very little or none at all. Another thing: You know that they usually vote "yes", so, to avoid cynicism and resentment, please don't give even the appearance that you may be exploiting the college student vote for the outcome you want. Or, who knows, there's even a chance the kids are mad at the town for curbing their Spring weekend activities and will vote "no" on anything. Either way, it's not good.

Thank you for your consideration of these matters. And thank you for all of your time and caring that you give so generously as Council members.

May 31, 2012

To: Mansfield Town Council

From: Mansfield Commission on Aging

Dear Town Councilors,

The Commission on Aging would like to remind you that the needs of the senior population of Mansfield are currently being underserved by the present Senior Center facility.

The existing Senior Center has experienced about 20,000 individual visits per year or approximately 77 per day. According to the My Senior Center program, twenty five percent of Mansfield residents 55 and older use the Senior Center at least once a year. Additional new programs often cannot be accommodated due to lack of space. The Commission on Aging now meets at Juniper Hill because of space considerations at the Senior Center.

The sixty-five and older population in the State of Connecticut is expected to increase 54% in the next 18 years. The need for additional space is imminent!

At this time, The Mansfield Commission on Aging requests that a new Senior Center be proposed and listed as a capital project if it is not already.

Respectfully,

April Holinko

A handwritten signature in black ink, appearing to read 'April Holinko', written in a cursive style.

Chairperson, Commission on Aging

PUBLIC HEARING
TOWN OF MANSFIELD
June 11, 2012
Neighborhood Assistance Program

The Mansfield Town Council will hold a public hearing at 7:30 PM at their regular meeting on June 11, 2012 to solicit comments regarding potential applications to the Neighborhood Assistance Program.

At this hearing persons may address the Town Council and written communications may be received. Information regarding the program is on file and available at the Town Clerk's office: 4 South Eagleville Road, Mansfield and is posted on the Town's website (mansfieldct.gov).

Dated at Mansfield Connecticut this 30th day of May 2012.

Mary Stanton, Town Clerk

PAGE
BREAK



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *Matt*
CC: Maria Capriola, Assistant to Town Manager; Jennifer Kaufman, Parks Coordinator; Curt Vincente, Director of Parks and Recreation; Linda Painter, Director of Planning and Development; Irene Luciano, Assessor; Agriculture Committee
Date: June 11, 2012
Re: Right to Farm Ordinance and Municipal Tax Incentives for Farms

Subject Matter/Background

At its February 14, 2012 meeting, the Town Council referred the following proposed ordinances to the Ordinance Development and Review Subcommittee (ODRS), for review:

- *An Ordinance Regarding the Right to Farm*
- *An Ordinance Regarding Farm Tax Abatements*
- *An Ordinance Providing an Additional Property Tax Exemption for Farm Machinery*
- *An Ordinance Providing a Property Tax Exemption for Farm Buildings*

The ODRS met four times to review the ordinances. The Town Attorney, members of the Agriculture Committee and Mansfield's Assessor attended the meetings (see attached minutes). The subcommittee did not make any changes to the farm machinery exemption or the farm buildings and structures exemptions.

The subcommittee did refer the Right-to-Farm Ordinance to the Conservation Commission. As a result of comments from the commission, the subcommittee added the following statement to Section 3. Findings and Purpose, "...while being respectful of the land and conscious of potential impacts on natural resources."

The subcommittee held lengthy discussions with the Assessor and the Assessor from Woodstock, CT concerning the Farm Tax Abatements Ordinance. Following these conversations, the subcommittee reversed sections 4 and 5 of the ordinance to improve clarity, added a qualifying financial threshold for farms, and added language to clarify that the abatement would apply to all properties

that an individual entity is using for its farm operation. In addition, the subcommittee removed the term "nontraditional farm" as a type of farm that could qualify for the abatement. The subcommittee argued that, because the term "non-traditional farm," is not defined, the lack of clarity could create a situation for potential abuse and would make the ordinance difficult for the Assessor to administer.

Legal Review

The Town Attorney has assisted the ODRS in its review of the proposed ordinances.

Recommendation

The ORDS recommends scheduling a public hearing on the above referenced ordinances.

Move, to schedule a public hearing for 7:30 PM at the Town Council's regular meeting on July 23, 2012, to solicit public comment regarding the following ordinances:

- *An Ordinance Regarding the Right to Farm*
- *An Ordinance Regarding Farm Tax Abatements*
- *An Ordinance Providing an Additional Property Tax Exemption for Farm Machinery*
- *An Ordinance Providing a Property Tax Exemption for Farm Buildings*

Attachments

- 1) *An Ordinance Regarding the Right to Farm – 5/3/12 Draft (suggested additions underlined)*
- 2) *An Ordinance Regarding Farm Tax Abatements – 5/24/12 Draft (suggested deletions crossed out; suggested additions underlined)*
- 3) *An Ordinance Providing an Additional Property Tax Exemption for Farm Machinery – 2/9/12 Draft (no changes made)*
- 4) *An Ordinance Providing a Property Tax Exemption for Farm Buildings – 2/9/12 Draft (no changes made)*
- 5) *Ordinance Development and Review Subcommittee Minutes (5/24/12, 5/3/12, 4/5/12, 3/8/12)*
- 6) *Information relating to the ordinances submitted to the Town Council at the February 14, 2012 meeting.*



**Town of Mansfield
Code of Ordinances**
“An Ordinance Regarding the Right to Farm”

May 3, 2012 Draft

Section 1. Title.

This chapter shall be known and may be cited as the “Right to Farm Ordinance.”

Section 2. Legislative Authority.

This chapter is enacted pursuant to sections 1-1, 7-148 and 19a-341(a) and (c) of the Connecticut General Statutes.

Section 3. Findings and Purpose.

Agriculture plays a significant role in the heritage and future of the Town of Mansfield. The Town Council of the Town of Mansfield recognizes the importance of agriculture and farming to the quality of life, heritage, public health, scenic vistas, tax base, wetlands and wildlife, and local economy of the Town of Mansfield. This ordinance is intended to encourage the pursuit of agriculture and farming, promote agriculturally based economic opportunities, and protect farmland within the Town of Mansfield by allowing agricultural uses and related activities to function with minimal conflict with abutting property owners and Town of Mansfield agencies.

It is the declared policy of the Town of Mansfield to conserve, protect and encourage the maintenance and improvement of agricultural land for the production of food and other agricultural products and for its natural and ecological value, while being respectful of the land and conscious of potential impacts on natural resources. It is also determined that whatever the effect may be on others through generally accepted agricultural practices is offset and ameliorated by the benefits of local agriculture and farming to the neighborhood and to the people of the Town of Mansfield.

Section 4. Definitions.

The terms “agriculture and “farming” shall have all those meanings set forth in section 1-1(q), as amended, of the Connecticut General Statutes.

Section 5. Right to Farm.

Notwithstanding any general statute or municipal ordinance or regulation pertaining to nuisances to the contrary, no agricultural or farming operation, place, establishment or facility within the Town of Mansfield, or any of its appurtenances, or the operation thereof shall be deemed to constitute a nuisance, either public or private, due to alleged objectionable (1) odor from livestock, manure, fertilizer or feed, (2) noise from livestock or farm equipment used in normal, generally accepted farming procedures, (3) dust created during plowing or cultivation operations, (4) use of chemicals, provided such chemicals and the method of their application conform to practices approved by the Connecticut Commissioner of Energy and Environmental Protection or, where applicable, the Commissioner of Public Health, or (5) water pollution from livestock or

crop production activities, except the pollution of public or private drinking water supplies, provided such activities conform to acceptable management practices for pollution control approved by the Commissioner of Energy and Environmental Protection; provided such agricultural or farming operation, place, establishment or facility has been in operation for one year or more and has not been substantially changed, and such operation follows generally accepted agricultural practices. Inspection and approval of the agricultural or farming operation, place, establishment, or facility by the Commissioner of Agriculture or his designee shall be prima facie evidence that such operation follows generally accepted agricultural practices.

Section 6. Exceptions.

The provisions of this chapter shall not apply whenever a nuisance results from willful or reckless misconduct in the operation of any such agricultural or farming operation, place, establishment or facility, or any of its appurtenances.



**Town of Mansfield
Code of Ordinances**

“An Ordinance Regarding Farm Tax Abatements”

May 24, 2012 Draft

Section 1. Title.

This chapter shall be known and may be cited as the “Farm Tax Abatements Ordinance.”

Section 2. Legislative Authority.

This chapter is enacted pursuant to sections 7-148 and 12-81m of the Connecticut general Statutes.

Section 3. Findings and Purpose.

The Town Council of the Town of Mansfield believes that agriculture and farming are vitally important to the quality of life, environment, and economy of the Town of Mansfield, and wishes to encourage farming in the Town.

Connecticut General Statutes §12-81m allows towns to abate up to fifty percent of the property taxes on any dairy farm, fruit orchard, vegetable, nursery, or nontraditional farm, including a vineyard for growing of grapes for wine, and to recapture abated taxes in certain circumstances in the event of a sale of the property.

The Town Council wishes to establish a mechanism whereby such tax relief may be granted to dairy farms, fruit orchards, vegetable, nurseries, or ~~nontraditional farms, including a vineyards~~ for growing of grapes for wine, as provided by law

Section 4. Property Tax Abatement.

Upon approval by the Tax Assessor and affirmative vote by the Town Council, the Town may abate up to fifty percent (50%) of the property taxes for any such dairy farm, fruit orchard, vegetable, nursery or ~~nontraditional farm~~, or vineyard.

- a. Any abatement shall continue in force for five years, or until such time as the dairy farm, fruit orchard, vegetable, nursery, or ~~nontraditional farm, including a vineyard for growing of grapes for wine is sold, or until such time as the property ceases to be a dairy farm, fruit orchard, vegetable, nursery, or nontraditional farm, including a vineyard for growing of grapes for wine,~~ or if any such business is deemed ineligible for an abatement based on a determination by the Tax Assessor that the beneficiary of the abatement has failed to show that they have derived at least fifteen thousand dollars in gross sales from such business or incurred at least fifteen thousand dollars in expenses related to such operation, with respect to the most recently completed taxable year of such business. Otherwise, any such abatement may be renewed for an additional five years by vote of the Town Council based on a proper reapplication made to the Office of the Tax Assessor at or near the end of the preceding five year term pursuant to the requirements for any initial application as set forth in this chapter.

b. The property owner receiving the abatement must notify the Tax Assessor and Town Council in writing within thirty (30) days of the sale of the property or the cessation of operations as a dairy farm, fruit orchard, vegetable, nursery, or ~~nontraditional farm, including a vineyard for growing of grapes for wine.~~

Section 5. Application for Property Tax Abatement.

The Town of Mansfield may abate property taxes on dairy farms, fruit orchards, vegetable, nurseries, or ~~nontraditional farms, including a vineyard for growing of grapes for wine,~~ and recapture taxes so abated in the event of sale, in accordance with the following procedures and requirements:

a. Any action by the Town concerning the abatement of property taxes for dairy farms, fruit orchards, vegetable, nurseries, or ~~nontraditional farms, including a vineyard for growing of grapes for wine,~~ or the recapture of any taxes so abated, shall be done pursuant to Connecticut General Statutes §12-81m, as such statute may be amended from time to time.

b. Any request for an abatement must be made by application to the Office of the Tax Assessor of the Town of Mansfield by the record owner of the property, or a tenant with a signed, recorded lease of at least three years, which lease requires the tenant to pay all taxes on any dairy farm, fruit orchard, vegetable, nursery, or ~~nontraditional farm, including a vineyard for growing of grapes for wine,~~ as part of the lease.

c. In order for an abatement to apply for the tax year beginning July 1, 2013, the application must be submitted no later than October 1, 2012. For any tax year thereafter, the application must be submitted by October 1 of the preceding year.

d. An abatement is only available for dairy farms, fruit orchards, vegetable, nurseries, or ~~nontraditional farms, including a vineyard for growing of grapes for wine.~~ The applicant must provide the Assessor with evidence to support the status of the property as a dairy farm, fruit orchard, vegetable, nursery, or ~~nontraditional farm, including a vineyard for growing of grapes for wine.~~ In determining whether a property is a dairy farm, fruit orchard, vegetable, nursery, or ~~nontraditional farm, including a vineyard for growing of grapes for wine,~~ the Assessor shall take into account, among other factors: the acreage of the property; the number and types of livestock, vegetable production, fruit trees or bushes on the farm; the quantities of milk or fruit sold by the facility; the gross income of the farm derived from dairy, nursery, vegetable, or orchard related activities; the gross income derived from other types of activities; and, in the case of a dairy farm, evidence of Dairy Farm or Milk Producing Permit or Dairy Plant or Milk Dealer Permit, as provided by Connecticut General Statutes § 22-173. All residences and building lots are excluded, but any building for seasonal residential use by workers in an orchard which is adjacent to the fruit orchard itself shall be included.

e. In addition to the aforementioned evidence that must be submitted to the Assessor, the applicant must also provide a notarized affidavit certifying that the applicant derived at least fifteen thousand dollars in gross sales from such eligible business or incurred at least fifteen thousand dollars in expenses related to such operation, with respect to the most recently

completed taxable year of such business. For purposes of this Chapter, such eligible business" shall cumulatively include all properties upon which an individual entity is doing business as a dairy farm, fruit orchard, vegetable, nursery, or nontraditional farm, including a vineyard for growing grapes for wine Otherwise, any such abatement shall be denied.

Subsequently, in order to retain any such abatement, within thirty days of each annual assessment date in the Town of Mansfield, the applicant must provide such notarized affidavit certifying that the applicant derived at least fifteen thousand dollars in gross sales from such business or incurred at least fifteen thousand dollars in expenses related to such operation, with respect to the most recently completed taxable year of such business. Otherwise, any such abatement shall be terminated by the Assessor with notice to the Town Council.

Section 6. Recapture.

Upon sale of the property, and subject to the authority of the Town Council per this chapter to waive any such payment, the property owner must pay to the Town a percentage of the original amount of the taxes abated, pursuant to the following schedule:

Number of Years Sale Follows Abatement Percentage of Original Amount of Taxes Abated for Given Tax Year Which Must be Paid

More than 10 years,	0%
Between 9 and 10	10%
Between 8 and 9	20%
Between 7 and 8	30%
Between 6 and 7	40%
Between 5 and 6	50%
Between 4 and 5	60%
Between 3 and 4	70%
Between 2 and 3	80%
Between 1 and 2	90%
Between 0 and 1	100%

a. Upon affirmative vote by the Town Council, the Town may waive any of the amounts which would otherwise be owed pursuant to the foregoing recapture provision if the property continues to be used as "farm land," "forest land," or "open space," as those terms are defined in Section 12-107b of the Connecticut General Statutes, after the sale of the property.

b. The taxes owed to the Town pursuant to the recapture provisions of this chapter shall be due and payable by the record property owner/grantor to the Town Clerk of Mansfield at the time of recording of her/his deed or other instrument of conveyance. Such revenue received by the Town Clerk shall become part of the general revenue of the Town. No deed or other instrument or conveyance which is subject to the recapture of tax, as set forth herein, shall be recorded by the Town Clerk unless the funds due under the recapture provisions herein have been paid, or the obligation has been waived pursuant to the immediately preceding subsection herein.

c. The Tax Assessor shall file, not later than 30 days after abatement is approved by the Town Council, with the Town Clerk, a certificate for any such dairy farm, fruit orchard, vegetable, nursery, or ~~nontraditional farm~~ or vineyard land that has been approved for a tax abatement, which certificate shall set forth the date of initial abatement and the obligation to pay the recapture funds as set forth herein. Said certificate shall be recorded in the land records of the Town of Mansfield.

Section 7. Right of Appeal.

Any person claiming to be aggrieved by any action or inaction of the Tax Assessor of the Town of Mansfield regarding this chapter may appeal to the Board of Assessment Appeals of the Town of Mansfield in the manner set forth in Connecticut General Statutes section 12-111, as amended. Appeals from any decision of the Board of Tax Review may be taken to the Superior Court for the Judicial District of Tolland pursuant to Connecticut General Statutes section 12-117a, as amended.

Section 8. Effective Date.

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



**Town of Mansfield
Code of Ordinances**

“An Ordinance Providing an Additional Property Tax Exemption for Farm Machinery”

February 9, 2012 Draft

Section 1. Title.

This Ordinance shall be known and may be cited as “An Ordinance Providing an Additional Property Tax Exemption for Farm Machinery.”

Section 2. Legislative Authority.

This Ordinance is enacted pursuant to the provisions of Section 12-91(b) of the Connecticut General Statutes, as it may be amended from time-to-time.

Section 3. Findings and Purpose.

The Town Council of the Town of Mansfield finds that the preservation of farming and farmland is vitally important to retaining Mansfield’s rural character and quality of life, as well as promoting economic and environmental sustainability. Therefore, pursuant to *Connecticut General Statutes* § 12-91(b), as amended, the Town of Mansfield seeks to protect, preserve and promote the health, welfare and quality of life of its people by providing an additional tax exemption for farm machinery.

Section 4. Applicability and Benefits.

(a) For a farmer who qualifies for the farm machinery exemption under **Connecticut General Statutes § 12-91(a)**, any farm machinery as defined in said subsection 12-91(a) to the extent of an additional assessed value of one hundred thousand dollars (\$100,000.00), subject to the same limitations as the exemption provided under said subsection (a), and further subject to the application and qualification process provided in subsection (b), below, shall be exempt from taxation to that extent..

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



**Town of Mansfield
Code of Ordinances**

“An Ordinance Providing a Property Tax Exemption for Farm Buildings”

February 9, 2012 Draft

Section 1. Title.

This Ordinance shall be known and may be cited as “An Ordinance Providing a Property Tax Exemption for Farm Buildings.”

Section 2. Legislative Authority.

This Ordinance is enacted pursuant to the provisions of Section 12-91(c) of the Connecticut General Statutes, as it may be amended from time-to-time.

Section 3. Findings and Purpose.

The Town Council of the Town of Mansfield finds that the preservation of farming and farmland is vitally important to retaining Mansfield’s rural character and quality of life, as well as promoting economic and environmental sustainability. Therefore, pursuant to *Connecticut General Statutes* § 12-91(c), as amended, the Town of Mansfield seeks to protect, preserve and promote the health, welfare and quality of life of its people by providing a tax exemption for certain farm buildings.

Section 4. Applicability and Benefits.

- (a) For a farmer who qualifies for the farm machinery exemption under **Connecticut General Statutes § 12-91(a)**, any building used actually and exclusively in farming, as “farming” is defined in Section 1-1 of the Connecticut General Statutes, except for any building used to provide housing for seasonal employees of such farmer, upon proper application being made in accordance with this section, shall be exempt from property tax to the extent of an assessed value of one hundred thousand dollars.
- (b) This exemption shall not apply to any residence of any farmer.
- (c) Annually, within thirty days after the assessment date, each individual farmer, group of farmers, partnership or corporation shall make written application to the Assessor for the exemption provided in subsection (a) of this section, including therewith a notarized affidavit certifying that such farmer, individually or as part of a group, partnership or corporation, derived at least fifteen thousand dollars in gross sales from such farming operation or incurred at least fifteen thousand dollars in expenses related to such farming operation, with respect to the most recently completed taxable year of such farmer prior to the commencement of the assessment year for which such application is made, on forms prescribed by the Commissioner of Agriculture. Failure to file such application in said manner and form within the time limit prescribed shall be considered a waiver of the right to such exemption for the assessment year. Any person aggrieved by any action of the Assessor shall have the rights and remedies for appeal and relief as are provided in the general statutes for taxpayers claiming to be aggrieved by the doings of the Assessor.



TOWN OF MANSFIELD
ORDINANCE DEVELOPMENT AND REVIEW SUBCOMMITTEE
Thursday, May 24, 2012
Audrey P. Beck Municipal Building
Conference Room B
6:00 p.m.
Minutes-Draft

- I. Call to Order/Roll Call Chair Carl Schaefer called the meeting to order at 6:05 p.m.
Present-Keane, Lindsey, Schaefer.
Staff: Jennifer Kaufman and Irene Luciano
- II. Approval of May 3, 2012 minutes-*Lindsey moved to approve the minutes of May 3, 2012, Schaefer seconded. Motion passed. Keane abstained.*
- III. Old Business
 - a. Right to Farm Ordinance and Municipal Tax Incentives for Farms
 - **Farm Property Tax Abatement** – O'Brien made changes to the ordinance per the committee's comments at the 5/32012 meeting. The revised draft was circulated. Committee members asked Irene Luciano if she felt that ordinance as written would give her enough authority to implement the while preventing abuse by non-farmers. Irene reported that she felt that the implementation would be straightforward. She has discussed the abatement at length with the Woodstock assessor who has been implementing this ordinance for years. After analysis of all three farm tax incentive ordinances, she estimates that the uncollected revenue will be approximately \$23,000 per year, or approximately .0009031% of the overall budget. The approximate additional taxes paid per year on a house valued at \$200,000 would be \$6.00. The committee agreed that including non-traditional farm made the ordinance too vague and suggested removal. *Schaefer moved "To send the Farm Property Tax Abatement to the Town Council for consideration, provided that the changes meet the approval of the Town Attorney and that non-traditional farms are removed from the ordinance." Lindsey seconded. Motion passed unanimously.*
 - b. Next Meeting Date: No future meeting date was scheduled.
- IV. Public Comment-None
- V. Adjourn-Lindsey motioned to adjourn the meeting at 6:50 pm. Keane seconded. Motion passed unanimously.



TOWN OF MANSFIELD
ORDINANCE DEVELOPMENT AND REVIEW SUBCOMMITTEE
Thursday, May 3, 2012
Audrey P. Beck Municipal Building
Conference Room B
6:00 p.m.
Minutes

- I. Call to Order/Roll Call Chair Carl Schaefer called the meeting to order at 6:25 p.m.
Present- Lindsey, Schaefer, Moran
Also Present: Dennis O'Brien (Town Attorney), Charlie Galgowski, Agriculture
Committee: Staff: Jennifer Kaufman
- II. Approval of April 5, 2012 minutes-*Moran moved to approve the minutes of April 5, 2012, Lindsey seconded. Motion passed unanimously.*
- III. Old Business
 - a. Right to Farm Ordinance and Municipal Tax Incentives for Farms
 - **Right to Farm (RTF) Ordinance**- Attorney O'Brien circulated the revised ordinance, per the comments of the 4/5/2012 meeting. *Moran moved to send the Right-to-Farm ordinance to the Town Council for consideration. Lindsey seconded. Motion passed unanimously.*
 - **Farm Property Tax Abatement** – O'Brien made changes to the ordinance per the committee's comments at the 4/5/2012 meeting. The revised draft was circulated and O'Brien walked the committee through the revised ordinance. (O'Brien left the meeting at 6:45 pm). Members of the committee suggested that sections 4 and 5 be reversed to make the ordinance clearer. Members felt that there needed to be a clear definition of which farms would be eligible so that the abatement would not be taken advantage of. Members made it clear that the intention of the ordinance should be to incentivize farm businesses. Jennifer agreed to solicit input from the Mansfield Assessor who would be administering the applications from farmers. In so far as possible, objective criteria should be developed and clearly stated in the abatement application. In addition, Kaufman agreed to seek guidance from Woodstock's assessor on how this town administers the abatement. Woodstock has had this abatement in place for several years now.
 - b. Next Meeting Date: The committee will meet on Thursday, May 24 to review the changes to the Farm Property Tax Abatement.
- IV. Public Comment-None
- V. Adjourn-Lindsey motioned to adjourn the meeting at 7:38. Moran seconded. Motion passed unanimously.

Adjournment



TOWN OF MANSFIELD
ORDINANCE DEVELOPMENT AND REVIEW SUBCOMMITTEE
Thursday, April 5, 2012
Audrey P. Beck Municipal Building
Conference Room B

6:00 p.m.
Minutes

Chair Carl Schaefer called the meeting to order at 6:05 pm

- I. Call to Order/Roll Call
Present- Keane, Lindsey, Schaefer, Moran
Also Present: Dennis O'Brien (Town Attorney) Members of the Agriculture Committee: Al Cyr, Vicky Wetherell, Wes Bell (arrived at 8:15). Staff: Jennifer Kaufman
- II. Approval of March 8, 2012 minutes-*Keane moved to approve the minutes of March 8, 2012, Lindsey seconded. Motion passed unanimously.*
- III. Old Business
 - a. Right to Farm Ordinance and Municipal Tax Incentives for Farms
 - **Right to Farm (RTF) Ordinance**- The subcommittee reviewed and discussed comments from the Conservation Commission's March meeting. After a great deal of discussion, the committee decided that the ordinance should still mirror the state statute, which states that farmers must follow generally accepted agricultural practices, state public health and DEEP regulations. Municipal ordinances must also be followed. The committee also agreed to add a statement in the "Findings and Purpose" section, second paragraph after ecological value stating "while being respectful of the land and conscious of potential impacts on natural resources." Kaufman will make the suggested changes for review by O'Brien. The committee will review the revised ordinance at the next meeting.
 - **Farm Property Tax Abatement** – O'Brien walked the committee members through the CGS § 12-81m, which allows towns to abate up to 50 percent of the property taxes for several types of farm businesses. *Questions from the last meeting were reviewed and discussed by O'Brien.*
 1. The assessor can include clear standards and guidelines. The group agreed to add the \$15K expenses or gross revenues. The assessor will be the one to determine whether the applicant is eligible for the abatement but the Town Council has ultimate approval.
 2. The abatement is shorter for leases than for property owners to allow flexibility for property owners.
 3. The abatement can be renewed after 5 years.
 4. Lindsey suggested that there be a provision in the ordinance that if an applicant were denied they could go to the board of assessment appeals for review.

Attorney O'Brien agreed to revise the ordinance per the discussion. The revised ordinance will be reviewed at the next meeting.

- IV. Public Comment-None
 - V. Next Meeting Date-Jennifer will coordinate with Sara-Ann to schedule a meeting. Thursdays at 6 pm seemed to work for the group.
 - VI. Adjourn-Lindsey motioned to adjourn the meeting at 7:15. Moran seconded. Motion passed unanimously.
- Adjournment



TOWN OF MANSFIELD
ORDINANCE DEVELOPMENT AND REVIEW SUBCOMMITTEE
Thursday, March 8, 2012
Audrey P. Beck Municipal Building
Conference Room C

6:00 p.m.
Minutes

Chair Carl Schaefer called the meeting to order at 6:05 pm

- I. Call to Order/Roll Call
Present- Keane, Lindsey, Schaefer, Moran
Also Present: Dennis O'Brien (Town Attorney) Members of the Agriculture Committee: Charlie Galgowski, Al Cyr, Kathleen Paterson, Vicky Wetherell. Staff: Jennifer Kaufman
- II. New Business
 - a. Right to Farm Ordinance and Municipal Tax Incentives for Farms
 - **Right to Farm (RTF) Ordinance-** The subcommittee discussed the Draft RTF- O'Brien stated that the ordinance mirrors the state Right to Farm Statute (CGS section 19a-341). Members of the Agriculture Committee explained that, while the state has a Right to Farm Statute, a local ordinance documents the importance of farming locally and may help protect farming operations by discouraging nuisance law suits. The subcommittee was generally in favor of the ordinance but would like to refer it to the Conservation Commission for input. *Moran motioned to refer the Draft RTF ordinance to the Conservation Commission for comment. Lindsey seconded. Motion passed unanimously.*
 - **Farm Machinery –** The state allows exemption for up to \$100,000 of assessed value for farm machinery and tools. Municipalities may vote to provide an *additional* exemption for farm machinery of up to \$100,000 in assessed value (CGS § 12-91b). The assessor calculates the amount of exemption. This ordinance requires that the applicant provide an affidavit certifying that the farm business derived at least \$15,000 in gross sales or incurred at least \$15,000 in expenses. After discussion and input from the Agriculture Committee, the committee was generally in favor of this exemption. Keane stated that while, currently no farms would qualify for the additional \$100,000 beyond what the state allows, this exemption may encourage some farmers to invest in their business and purchase additional machinery. *Keane moved to send the farm machinery ordinance to the Town Council for consideration. Moran seconded. Motion passed unanimously.*
 - **Farm Buildings and Structures –** Municipalities have the option to provide an exemption from property tax for any building used exclusively for farming or that provides housing for seasonal employees, up to a value of \$100,000 per building (CGS § 12-91c). The assessor calculates the

amount of exemption. Note that temporary structures, such as hoop houses, are exempt under state statute (CGS § 12-81). This ordinance requires that the applicant provide an affidavit certifying that the farm business derived at least \$15,000 in gross sales or incurred at least \$15,000 in expenses. Kaufman explained that the exemption was for buildings used "actually and exclusively for farming." *Keane moved to send the farm buildings exemption ordinance to the Town Council for consideration. Lindsey seconded. Motion passed unanimously.*

- **Farm Property Tax Abatement** – A municipality may reduce property taxes on farm businesses pursuant to CGS § 12-81m. This provision allows towns to abate up to 50 percent of the property taxes for several types of farm businesses, including dairy farms, fruit orchards, vineyards, vegetable farms, nurseries, tobacco farms, commercial lobstering businesses operated on maritime heritage land, and any farm that employs nontraditional farming methods, such as hydroponic farming. State law also allows municipalities to recapture abated taxes if the property is sold, provided such recapture shall not exceed the original amount of taxes abated and may not go back further than ten years. The tax collector calculates the amount of abatement. The subcommittee would like Attorney O'Brien to clarify the following:
 1. *Whether the ordinance could incorporate clear standards and guidelines for the assessor to determine which farms would qualify.*
 2. *Why the ordinance differentiates between farmers who own vs lease a property, abatement is different*
 3. *If we can add the 15K threshold as in the building and machinery exemption as a requisite for farms to qualify.*
 4. *Determine whether the abatement can be renewed after five years.*

The Committee would like to meet in a few weeks with Attorney O'Brien to determine if the abatement ordinance could be revised to clarify the above points.

- III. Public Comment-None
 - IV. Next Meeting Date-Jennifer will coordinate with Sara-Ann to schedule a meeting. Thursdays at 6 pm seemed to work for the group.
 - V. Adjourn-Keane motioned to adjourn the meeting at 7:05. Lindsey seconded. Motion passed unanimously.
- Adjournment



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant to Town Manager; Jennifer Kaufman, Parks Coordinator; Mansfield Agriculture Committee
Date: February 14, 2012
Re: Right to Farm Ordinance and Municipal Tax Incentives for Farms

Subject Matter/Background

In March 2010 the Town Council asked the Agriculture Committee to review various measures designed to promote agriculture and farming in Mansfield. The committee has reviewed this subject in a thorough fashion by researching available options, learning about ordinances and regulations that other towns have enacted, attending relevant workshops and surveying farmers in Mansfield to determine how the Town could best serve farmers' needs. Based on its research, the Agriculture Committee is now recommending that the Town Council promulgate a Right to Farm Ordinance and adopt various municipal farm tax incentives. These measures are designed to support the viability of local farms, encourage today's farmers and make the Town attractive to new farmers.

In a presentation to the Town Council on September 22, 2010, Mansfield's Agriculture Committee highlighted the diversity and value of agriculture in our community. Some of the highlights include:

- Mansfield has at least 31 retail agricultural product and service providers selling a diversity of Mansfield-grown items including, honey, maple syrup, eggs, meat, fresh produce and nursery stock. The Town is home to three dairy farms owning or leasing 1800+ acres of land; five livestock farms using approximately 625 acres; and approximately 175 acres in hay production.
- Supporting agriculture is supporting smart economic development. It is estimated that agriculture in Mansfield provides jobs for upwards of 200 people. Mansfield's farm businesses are local businesses with a high local multiplier effect (hire local workers, buy local supplies, use local services). In relation to the Town's finances, farms bring in more revenue to the Town than it uses in services.

- According to Mansfield's 2006 Plan of Conservation and Development and Mansfield's Strategic Plan (*Mansfield 2020*) residents value the environmental and economic benefits of agriculture. Looking to the future, young farmers are participating in agriculture education program at all levels, including 4-H, the EO Smith Regional Agricultural Education Center and UConn's College of Agriculture and Natural Resources.

Right to Farm Ordinance

Connecticut General Statutes § 19a-341 states that "no agricultural or farming operation, place, establishment or facility, or any of its appurtenances, or the operation thereof, shall be deemed to constitute a nuisance," provided the operation is following generally accepted agricultural practices. Generally accepted agricultural practices are determined by the Commissioner of Agriculture.

Connecticut law also allows a municipality to adopt a local Right to Farm (RTF) ordinance. A RTF ordinance cannot be more restrictive than the state statute, but it serves as a statement that the municipality supports local farms and farm businesses, and views agriculture as a valued activity. Clearly stating what the town values may limit nuisance lawsuits or other farm and non-farm conflicts. Furthermore, a RTF ordinance may encourage farmers to reinvest in their farms and may bring new farmers into the community.

Several towns in Connecticut have recently passed local RTF ordinances, including Brooklyn, Canterbury, Colchester, Columbia, Eastford, Granby, Franklin, Hampton, Lebanon, Shelton, Suffield, Sprague, Thompson and Woodstock.

Farm Tax Incentives

Towns across Connecticut have enacted optional municipal farm tax incentives to support their existing farms and to encourage new farming operations to move into their communities. Municipal tax incentives build on those already allowed under state statute.

The State grants the following exemptions to active farm operations (a form has to be submitted each year):

- CGS §12-81 - Exemption for farming tools, farm produce, nursery products, temporary devices/structures for plant production and storage, livestock, including sheep, goats, swine, dairy and beef cattle, oxen, asses, mules and poultry
- CGS §12-91(a) - Exemption up to \$100,000 of assessed value for farm machinery or horses used in farming (must provide annual affidavit that farm has \$15,000 in gross sales or expenses to qualify)

- CGS §12-107 (PA 490) program - Value of property designated as farmland is based on sales data obtained, analyzed and recommended by the State. Recommended values are distributed to the towns every five years (last set in 2010). Rates vary according to the type of land, such as cropland, pasture, etc.

Enabling State Statutes for Optional Municipal Tax Incentives

Three state statutes provide municipalities with the authority to enact optional municipal tax incentives.

- 1) CGS §12-81m, **Optional Property Tax Abatement** – this statute allows a municipality to abate up to 50-percent of the property taxes for several types of farm businesses, including dairy farms, fruit orchards, vineyards, vegetable farms, nurseries, tobacco farms, commercial lobstering businesses operated on maritime heritage land, and any farm that employs nontraditional farming methods, such as hydroponic farming. State law also allows municipalities to recapture abated taxes if the property is sold, provided such recapture shall not exceed the original amount of taxes abated and may not go back further than ten years. The municipal tax collector calculates the amount of abatement.
- 2) CGS §12-91(b), **Farm Machinery** – The state allows exemption for up to \$100,000 of assessed value for farm machinery and tools. Municipalities may vote to provide an *additional* exemption for farm machinery of up to \$100,000 in assessed value. The municipal assessor calculates the amount of exemption. The local ordinance must require that the applicant provide an affidavit certifying that the farm business derived at least \$15,000 in gross sales or incurred at least \$15,000 in expenses.
- 3) CGS §12-91(c), **Farm Buildings and Structures** – Municipalities have the option to provide an exemption from property tax up to a value of \$100,000 per building, for any building used exclusively for farming or that provides housing for seasonal employees. The assessor calculates the amount of exemption. Note that temporary structures, such as hoop houses, are exempt under CGS §12-81. The local ordinance must require that the applicant provide an affidavit certifying that the farm business derived at least \$15,000 in gross sales or incurred at least \$15,000 in expenses.

The table below indicates the maximum uncollected revenue and the estimated number of farms in Mansfield that would qualify for the three local tax exemption options.

Optional Tax Abatement/Exemption	Estimated Abated/ Exempted Revenue	Estimated Number of Farms that would Qualify
CGS §12-81m, Property Tax Abatement – municipality may reduce property taxes on farm businesses up to 50%	\$5,400-\$9,650	Approximately 20 farms would qualify. Note: livestock farms do not qualify
CGS §12-91(b), Farm Machinery - allows additional exemption up to \$100,000 in assessed value for farm machinery		Currently no farms in Mansfield would qualify. However, a local ordinance may encourage farmers to further invest in their farms.
CGS §12-91(c), Farm Buildings – provides exemption up to a value of \$100,000 per building, for any building used exclusively for farming or that provides housing for seasonal employees	\$10,800-\$19,300.00	According to 2011 data, 6 farms would qualify

Financial Impact

There is no financial impact to the Town for the Right to Farm Ordinance. If the Town passed all three of the farm tax incentives the maximum uncollected revenue would be \$28,950, based on current assessments.

Legal Review

The Town Attorney has assisted staff and the Agriculture Committee to develop these four proposed ordinances.

Recommendation

Staff recommends that the Town Council refer the proposed ordinances to an Ordinance Development and Review Subcommittee, established on an *ad hoc* basis and comprised of members of the Council. Alternatively, the Council could

schedule a public hearing at this point in the review process to solicit public input regarding the proposed ordinances.

Attachments

- 1) An Ordinance Regarding the Right to Farm – 2/8/12 Draft
- 2) An Ordinance Regarding Farm Tax Abatements – 2/9/12 Draft
- 3) An Ordinance Providing an Additional Property Tax Exemption for Farm Machinery – 2/9/12 Draft
- 4) An Ordinance Providing a Property Tax Exemption for Farm Buildings – 2/9/12 Draft
- 5) Misc State Statutes re agriculture
- 6) List of CT Towns that have adopted farm tax incentives
- 7) 9/27/10 Agriculture Committee presentation to Town Council



**Town of Mansfield
Code of Ordinances**

“An Ordinance Regarding the Right to Farm”

February 8, 2012 Draft

Section 1. Title.

This chapter shall be known and may be cited as the “Right to Farm Ordinance.”

Section 2. Legislative Authority.

This chapter is enacted pursuant to sections 1-1, 7-148 and 19a-341(a) and (c) of the Connecticut General Statutes.

Section 3. Findings and Purpose.

Agriculture plays a significant role in the heritage and future of the Town of Mansfield. The Town Council of the Town of Mansfield recognizes the importance of agriculture and farming to the quality of life, heritage, public health, scenic vistas, tax base, wetlands and wildlife, and local economy of the Town of Mansfield. This ordinance is intended to encourage the pursuit of agriculture and farming, promote agriculturally based economic opportunities, and protect farmland within the Town of Mansfield by allowing agricultural uses and related activities to function with minimal conflict with abutting property owners and Town of Mansfield agencies.

It is the declared policy of the Town of Mansfield to conserve, protect and encourage the maintenance and improvement of agricultural land for the production of food and other agricultural products and for its natural and ecological value. It is also determined that whatever the effect may be on others through generally accepted agricultural practices is offset and ameliorated by the benefits of local agriculture and farming to the neighborhood and to the people of the Town of Mansfield.

Section 4. Definitions.

The terms “agriculture and “farming” shall have all those meanings set forth in section 1-1(q) of the Connecticut General Statutes.

Section 5. Right to Farm.

Notwithstanding any general statute or municipal ordinance or regulation pertaining to nuisances to the contrary, no agricultural or farming operation, place, establishment or facility within the Town of Mansfield, or any of its appurtenances, or the operation thereof shall be deemed to constitute a nuisance, either public or private, due to alleged objectionable (1) odor from livestock, manure, fertilizer or feed, (2) noise from livestock or farm equipment used in normal, generally accepted farming procedures, (3) dust created during plowing or cultivation operations, (4) use of chemicals, provided such chemicals and the method of their application conform to practices approved by the Connecticut Commissioner of Energy and Environmental Protection or, where applicable, the Commissioner of Public Health, or (5) water pollution from livestock or crop production activities, except the pollution of public or private drinking water supplies, provided such activities conform to acceptable management practices for pollution control

approved by the Commissioner of Energy and Environmental Protection; provided such agricultural or farming operation, place, establishment or facility has been in operation for one year or more and has not been substantially changed, and such operation follows generally accepted agricultural practices. Inspection and approval of the agricultural or farming operation, place, establishment, or facility by the Commissioner of Agriculture or his designee shall be prima facie evidence that such operation follows generally accepted agricultural practices.

Section 6. Exceptions.

The provisions of this chapter shall not apply whenever a nuisance results from willful or reckless misconduct in the operation of any such agricultural or farming operation, place, establishment or facility, or any of its appurtenances.



**Town of Mansfield
Code of Ordinances**
“An Ordinance Regarding Farm Tax Abatements”

February 9, 2012 Draft

Section 1. Title.

This chapter shall be known and may be cited as the “Farm Tax Abatements Ordinance.”

Section 2. Legislative Authority.

This chapter is enacted pursuant to sections 7-148 and 12-81m of the Connecticut general Statutes.

Section 3. Findings and Purpose.

The Town Council of the Town of Mansfield believes that agriculture and farming are vitally important to the quality of life, environment, and economy of the Town of Mansfield, and wishes to encourage farming in the Town.

Connecticut General Statutes §12-81m allows towns to abate up to fifty percent of the property taxes on any dairy farm, fruit orchard, vegetable, nursery, or nontraditional farm, including a vineyard for growing of grapes for wine, and to recapture abated taxes in certain circumstances in the event of a sale of the property.

The Town Council wishes to establish a mechanism whereby such tax relief may be granted to dairy farms, fruit orchards, vegetable, nurseries, or nontraditional farms, including a vineyard for growing of grapes for wine, as provided by law.

Section 4. Property Tax Abatement.

The Town of Mansfield may abate property taxes on dairy farms, fruit orchards, vegetable, nurseries, or nontraditional farms, including a vineyard for growing of grapes for wine, and recapture taxes so abated in the event of sale, in accordance with the following procedures and requirements:

1. Any action by the Town concerning the abatement of property taxes for dairy farms, fruit orchards, vegetable, nurseries, or nontraditional farms, including a vineyard for growing of grapes for wine, or the recapture of any taxes so abated, shall be done pursuant to Connecticut General Statutes §12-81m, as such statute may be amended from time to time.
2. A request for an abatement must be made by application to the Office of the Tax Assessor of the Town of Mansfield by the record owner of the property, or a tenant with a signed, recorded lease of at least three years, which lease requires the tenant to pay all taxes on any dairy farm, fruit orchard, vegetable, nursery, or nontraditional farm, including a vineyard for growing of grapes for wine, as part of the lease.

3. In order for an abatement to apply for the tax year beginning July 1, 2013, the application must be submitted no later than October 1, 2012. For any tax year thereafter, the application must be submitted by October 1 of the preceding year.
4. An abatement is only available for dairy farms, fruit orchards, vegetable, nurseries, or nontraditional farms, including a vineyard for growing of grapes for wine. The applicant must provide the Assessor with evidence to support the status of the property as a dairy farm, fruit orchard, vegetable, nursery, or nontraditional farm, including a vineyard for growing of grapes for wine. In determining whether a property is a dairy farm, fruit orchard, vegetable, nursery, or nontraditional farm, including a vineyard for growing of grapes for wine, the Assessor shall take into account, among other factors: the acreage of the property; the number and types of livestock, vegetable production, fruit trees or bushes on the farm; the quantities of milk or fruit sold by the facility; the gross income of the farm derived from dairy, nursery, vegetable, or orchard related activities; the gross income derived from other types of activities; and, in the case of a dairy farm, evidence of Dairy Farm or Milk Producing Permit or Dairy Plant or Milk Dealer Permit, as provided by Connecticut General Statutes § 22-173. All residences and building lots are excluded, but any building for seasonal residential use by workers in an orchard which is adjacent to the fruit orchard itself shall be included.

Upon approval by the Tax Assessor and affirmative vote by the Town Council, the Town may abate up to fifty percent (50%) of the property taxes for any such dairy farm, fruit orchard, vegetable, nursery or nontraditional farm, or vineyard.

- Any abatement will continue in force for five years, or until such time as the dairy farm, fruit orchard, vegetable, nursery, or nontraditional farm, including a vineyard for growing of grapes for wine orchard or vineyard is sold, or until such time as the property ceases to be a dairy farm, fruit orchard, vegetable, nursery, or nontraditional farm, including a vineyard for growing of grapes for wine.
- The property owner receiving the abatement must notify the Tax Assessor and Town Council in writing within thirty (30) days of the sale of the property or the cessation of operations as a dairy farm, fruit orchard, vegetable, nursery, or nontraditional farm, including a vineyard for growing of grapes for wine
- Upon sale of the property, and subject to the provisions of Section 9 herein, the property owner must pay to the Town a percentage of the original amount of the taxes abated, pursuant to the following schedule:

Number of Years Sale Follows Abatement and Percentage of Original Amount of Taxes
Abated for Given Tax Year Which Must be Paid:

More than 10 years:	0%
Between 9 and 10:	10%
Between 8 and 9:	20%
Between 7 and 8:	30%
Between 6 and 7:	40%
Between 5 and 6:	50%
Between 4 and 5:	60%
Between 3 and 4:	70%
Between 2 and 3:	80%
Between 1 and 2:	90%
Between 0 and 1:	100%

- Upon affirmative vote by the Town Council, the Town may waive any of the amounts which would otherwise be owed pursuant to the foregoing recapture provision if the property continues to be used as "farm land," "forest land," or "open space," as those terms are defined in Section 12-107b of the Connecticut General Statutes, after the sale of the property.
- The taxes owed to the Town pursuant to the recapture provisions of this chapter shall be due and payable by the record property owner/grantor to the Town Clerk of Mansfield at the time of recording of her/his deed or other instrument of conveyance. Such revenue received by the Town Clerk shall become part of the general revenue of the Town. No deed or other instrument or conveyance which is subject to the recapture of tax, as set forth herein, shall be recorded by the Town Clerk unless the funds due under the recapture provisions herein have been paid, or the obligation has been waived pursuant to the immediately preceding subsection herein.

The Tax Assessor shall file with the Town Clerk, not later than 30 days after abatement is approved by the Town Council, a certificate for any such dairy farm, fruit orchard, vegetable, nursery, or nontraditional farm or vineyard land that has been approved for a tax abatement, which certificate shall set forth the date of initial abatement and the obligation to pay the recapture funds as set forth herein. Said certificate shall be recorded in the land records of the Town of Mansfield.



**Town of Mansfield
Code of Ordinances**

“An Ordinance Providing an Additional Property Tax Exemption for Farm Machinery”

February 9, 2012 Draft

Section 1. Title.

This Ordinance shall be known and may be cited as “An Ordinance Providing an Additional Property Tax Exemption for Farm Machinery.”

Section 2. Legislative Authority.

This Ordinance is enacted pursuant to the provisions of Section 12-91(b) of the Connecticut General Statutes, as it may be amended from time-to-time.

Section 3. Findings and Purpose.

The Town Council of the Town of Mansfield finds that the preservation of farming and farmland is vitally important to retaining Mansfield’s rural character and quality of life, as well as promoting economic and environmental sustainability. Therefore, pursuant to *Connecticut General Statutes* § 12-91(b), as amended, the Town of Mansfield seeks to protect, preserve and promote the health, welfare and quality of life of its people by providing an additional tax exemption for farm machinery.

Section 4. Applicability and Benefits.

(a) **For a farmer who qualifies for the farm machinery exemption under Connecticut General Statutes § 12-91(a)**, any farm machinery as defined in said subsection 12-91(a) to the extent of an additional assessed value of one hundred thousand dollars (\$100,000.00), subject to the same limitations as the exemption provided under said subsection (a), and further subject to the application and qualification process provided in subsection (b), below, shall be exempt from taxation to that extent..

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



**Town of Mansfield
Code of Ordinances**

“An Ordinance Providing a Property Tax Exemption for Farm Buildings”

February 9, 2012 Draft

Section 1. Title.

This Ordinance shall be known and may be cited as “An Ordinance Providing a Property Tax Exemption for Farm Buildings.”

Section 2. Legislative Authority.

This Ordinance is enacted pursuant to the provisions of Section 12-91(c) of the Connecticut General Statutes, as it may be amended from time-to-time.

Section 3. Findings and Purpose.

The Town Council of the Town of Mansfield finds that the preservation of farming and farmland is vitally important to retaining Mansfield’s rural character and quality of life, as well as promoting economic and environmental sustainability. Therefore, pursuant to *Connecticut General Statutes* § 12-91(c), as amended, the Town of Mansfield seeks to protect, preserve and promote the health, welfare and quality of life of its people by providing a tax exemption for certain farm buildings.

Section 4. Applicability and Benefits.

- (a) **For a farmer who qualifies for the farm machinery exemption under Connecticut General Statutes § 12-91(a)**, any building used actually and exclusively in farming, as “farming” is defined in Section 1-1 of the Connecticut General Statutes, except for any building used to provide housing for seasonal employees of such farmer, upon proper application being made in accordance with this section, shall be exempt from property tax to the extent of an assessed value of one hundred thousand dollars.
- (b) This exemption shall not apply to any residence of any farmer.
- (c) Annually, within thirty days after the assessment date, each individual farmer, group of farmers, partnership or corporation shall make written application to the Assessor for the exemption provided in subsection (a) of this section, including therewith a notarized affidavit certifying that such farmer, individually or as part of a group, partnership or corporation, derived at least fifteen thousand dollars in gross sales from such farming operation or incurred at least fifteen thousand dollars in expenses related to such farming operation, with respect to the most recently completed taxable year of such farmer prior to the commencement of the assessment year for which such application is made, on forms prescribed by the Commissioner of Agriculture. Failure to file such application in said manner and form within the time limit prescribed shall be considered a waiver of the right to such exemption for the assessment year. Any person aggrieved by any action of the Assessor shall have the rights and remedies for appeal and relief as are provided in the general statutes for taxpayers claiming to be aggrieved by the doings of the Assessor.

Right-to-Farm: CGS § 19a-341

<http://www.ega.ct.gov/2011/pub/chap368m.htm#Sec19a-341.htm>

§ 19a-341. Agricultural or farming operation not deemed a nuisance; exceptions. Spring or well water collection operation not deemed a nuisance. (a) Notwithstanding any general statute or municipal ordinance or regulation pertaining to nuisances to the contrary, no agricultural or farming operation, place, establishment or facility, or any of its appurtenances, or the operation thereof, shall be deemed to constitute a nuisance, either public or private, due to alleged objectionable (1) odor from livestock, manure, fertilizer or feed, (2) noise from livestock or farm equipment used in normal, generally acceptable farming procedures, (3) dust created during plowing or cultivation operations, (4) use of chemicals, provided such chemicals and the method of their application conform to practices approved by the Commissioner of Environmental Protection or, where applicable, the Commissioner of Public Health, or (5) water pollution from livestock or crop production activities, except the pollution of public or private drinking water supplies, provided such activities conform to acceptable management practices for pollution control approved by the Commissioner of Environmental Protection; provided such agricultural or farming operation, place, establishment or facility has been in operation for one year or more and has not been substantially changed, and such operation follows generally accepted agricultural practices. Inspection and approval of the agricultural or farming operation, place, establishment or facility by the Commissioner of Agriculture or his designee shall be prima facie evidence that such operation follows generally accepted agricultural practices.

(b) Notwithstanding any general statute or municipal ordinance or regulation pertaining to nuisances, no operation to collect spring water or well water, ~~as defined in section 21a-150,~~ shall be deemed to constitute a nuisance, either public or private, due to alleged objectionable noise from equipment used in such operation provided the operation (1) conforms to generally accepted practices for the collection of spring water or well water, (2) has received all approvals or permits required by law, and (3) complies with the local zoning authority's time, place and manner restrictions on operations to collect spring water or well water.

(c) The provisions of this section shall not apply whenever a nuisance results from negligence or wilful or reckless misconduct in the operation of any such agricultural or farming operation, place, establishment or facility, or any of its appurtenances.

Powers of Commissioner: CGS § 22-4c

<http://www.ega.ct.gov/2011/pub/chap422.htm#Sec22-4c.htm>

Sec. 22-4c. Powers of commissioner. Recording and transcription of hearings. Payment of related costs or expenses. (a) The Commissioner of Agriculture may:

(4) provide an advisory opinion, upon request of any municipality, state agency, tax assessor or any landowner as to what constitutes agriculture or farming pursuant to subsection (q) of section 1-1, or regarding classification of land as farm land or open space land pursuant to sections 12-107b to 12-107f inclusive;

Definition of Agriculture: CGS § 1-1(q)

<http://www.cga.ct.gov/2011/pub/chap001.htm#Sec1-1.htm>

§ 1-1. Words and phrases. (q) Except as otherwise specifically defined, the words "agriculture" and "farming" shall include cultivation of the soil, dairying, forestry, raising or harvesting any agricultural or horticultural commodity, including the raising, shearing, feeding, caring for, training and management of livestock, including horses, bees, poultry, fur-bearing animals and wildlife, and the raising or harvesting of oysters, clams, mussels, other molluscan shellfish or fish; the operation, management, conservation, improvement or maintenance of a farm and its buildings, tools and equipment, or salvaging timber or cleared land of brush or other debris left by a storm, as an incident to such farming operations; the production or harvesting of maple syrup or maple sugar, or any agricultural commodity, including lumber, as an incident to ordinary farming operations or the harvesting of mushrooms, the hatching of poultry, or the construction, operation or maintenance of ditches, canals, reservoirs or waterways used exclusively for farming purposes; handling, planting, drying, packing, packaging, processing, freezing, grading, storing or delivering to storage or to market, or to a carrier for transportation to market, or for direct sale any agricultural or horticultural commodity as an incident to ordinary farming operations, or, in the case of fruits and vegetables, as an incident to the preparation of such fruits or vegetables for market or for direct sale. The term "farm" includes farm buildings, and accessory buildings thereto, nurseries, orchards, ranges, greenhouses, hoophouses and other temporary structures or other structures used primarily for the raising and, as an incident to ordinary farming operations, the sale of agricultural or horticultural commodities. The term "aquaculture" means the farming of the waters of the state and tidal wetlands and the production of protein food, including fish, oysters, clams, mussels and other molluscan shellfish, on leased, franchised and public underwater farm lands. Nothing herein shall restrict the power of a local zoning authority under chapter 124.

(73) Temporary devices or structures for seasonal production, storage or protection of plants or plant material. Temporary devices or structures used in the seasonal production, storage or protection of plants or plant material, including, but not limited to, hoop houses, poly houses, high tunnels, overwintering structures and shade houses;

Abatement of Property Tax: CGS § 12-81m

§ 12-81m. Municipal option to abate up to fifty per cent of property taxes of dairy farm, fruit orchard, vegetable, nursery, nontraditional or tobacco farm or commercial lobstering business operated on maritime heritage land. A municipality may, by vote of its legislative body or, in a municipality where the legislative body is a town meeting, by vote of the board of selectmen, and by vote of its board of finance, abate up to fifty per cent of the property taxes of any of the following properties provided such property is maintained as a business: (1) Dairy farm, (2) fruit orchard, including a vineyard for the growing of grapes for wine, (3) vegetable farm, (4) nursery farm, (5) any farm which employs nontraditional farming methods, including, but not limited to, hydroponic farming, (6) tobacco farms, or (7) commercial lobstering businesses operated on maritime heritage land, as defined in section 12-107b. Such a municipality may also establish a recapture in the event of sale provided such recapture shall not exceed the original amount of taxes abated and may not go back further than ten years. For purposes of this section, the municipality may include in the abatement for such fruit orchard any building for seasonal residential use by workers in such orchard which is adjacent to the fruit orchard itself, but shall not include any residence of the person receiving such abatement.

Property Tax Exemptions: CGS § 12-91

§ 12-91. Exemption for farm machinery, horses or ponies. Additional optional exemption for farm buildings or buildings used for housing for seasonal employees. (a) All farm machinery, except motor vehicles, as defined in section 14-1, to the value of one hundred thousand dollars, any horse or pony which is actually and exclusively used in farming, as defined in section 1-1, when owned and kept in this state by, or when held in trust for, any farmer or group of farmers operating as a unit, a partnership or a corporation, a majority of the stock of which corporation is held by members of a family actively engaged in farm operations, shall be exempt from local property taxation; provided each such farmer, whether operating individually or as one of a group, partnership or corporation, shall qualify for such exemption in accordance with the standards set forth in subsection (d) of this section for the assessment year for which such exemption is sought. Only one such exemption shall be allowed to each such farmer, group of farmers, partnership or corporation. Subdivision (38) of section 12-81 shall not apply to any person, group, partnership or corporation receiving the exemption provided for in this subsection.

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

(c) Any municipality, upon approval by its legislative body, may provide an exemption from property tax for any building used actually and exclusively in farming, as defined in section 1-1, or for any building used to provide housing for seasonal employees of such farmer. The municipality shall establish the amount of such exemption from the assessed value, provided such amount may not exceed one hundred

thousand dollars with respect to each eligible building. Such exemption shall not apply to the residence of such farmer and shall be subject to the application and qualification process provided in subsection (d) of this section.

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

Assessment of Farm and Forest Land: CGS § 12-107 (PA 490)

§ 12-107a. Declaration of policy. It is hereby declared (1) that it is in the public interest to encourage the preservation of farm land, forest land, open space land and maritime heritage land in order to maintain a readily available source of food and farm products close to the metropolitan areas of the state, to conserve the state's natural resources and to provide for the welfare and happiness of the inhabitants of the state, (2) that it is in the public interest to prevent the forced conversion of farm land, forest land, open space land and maritime heritage land to more intensive uses as the result of economic pressures caused by the assessment thereof for purposes of property taxation at values incompatible with their preservation as such farm land, forest land, open space land and maritime heritage land, and (3) that the necessity in the public interest of the enactment of the provisions of sections 12-107b to 12-107e, inclusive, 12-107g and 12-504f is a matter of legislative determination.

§ 12-107b. Definitions. When used in sections 12-107a to 12-107e, inclusive, and 12-107g:

(1) The term "farm land" means any tract or tracts of land, including woodland and wasteland, constituting a farm unit;

(2) The term "forest land" means any tract or tracts of land aggregating twenty-five acres or more in area bearing tree growth that conforms to the forest stocking, distribution and condition standards established by the State Forester pursuant to subsection (a) of section 12-107d, and consisting of (A) one tract of land of twenty-five or more contiguous acres, which acres may be in contiguous municipalities, (B) two or more tracts of land aggregating twenty-five acres or more in which no single component tract shall consist of less than ten acres, or (C) any tract of land which is contiguous to a tract owned by the same owner and has been classified as forest land pursuant to this section;

(3) The term "open space land" means any area of land, including forest land, land designated as wetland under section 22a-30 and not excluding farm land, the preservation or restriction of the use of which would (A) maintain and enhance the conservation of natural or scenic resources, (B) protect natural streams or water supply, (C) promote conservation of soils, wetlands, beaches or tidal marshes, (D) enhance the value to the public of abutting or neighboring parks, forests, wildlife preserves, nature reservations or sanctuaries or other open spaces,

**Sample of Towns Which Have Adopted
Enabling Tax Policies for Agriculture**

If your town has adopted these policies and they are not listed, please contact us.

ASHFORD

-- Property Tax Abatement (*CGS § 12-81m*)

BETHLEHEM

-- \$100,000 Exemption for Agricultural Structures (*CGS § 12-91*)

BOLTON

-- Property Tax Abatement (*CGS § 12-81m*)

COVENTRY

-- Property Tax Abatement (*CGS § 12-81m*)

CHESHIRE

-- \$100,000 Exemption for Agricultural Structures (*CGS § 12-91*)

EAST HAMPTON

-- \$100,000 Exemption for Agricultural Structures (*CGS § 12-91*)

EAST HARTFORD

-- \$100,000 Exemption for Agricultural Structures (*CGS § 12-91*)

ELLINGTON

-- Additional \$100,000 Exemption for Farm Machinery and Equipment (*CGS § 12-91b*)

GLASTONBURY

-- \$100,000 Exemption for Agricultural Structures (*CGS § 12-91*)

GRISWOLD

-- \$100,000 Exemption for Agricultural Structures (*CGS § 12-91*)

GUILFORD

-- \$100,000 Exemption for Agricultural Structures (*CGS § 12-91*)

HAMPTON

-- \$100,000 Exemption for Agricultural Structures (*CGS § 12-91*)

HEBRON

-- Additional \$100,000 Exemption for Farm Machinery and Equipment (*CGS § 12-91b*)

KILLINGLY

-- \$100,000 Exemption for Agricultural Structures (*CGS § 12-91*)

LEBANON

-- Additional \$100,000 Exemption for Farm Machinery and Equipment (*CGS § 12-91b*)

MILFORD

-- \$100,000 Exemption for Agricultural Structures (*CGS § 12-91*)

SOMERS

-- Additional \$100,000 Exemption for Farm Machinery and Equipment (*CGS § 12-91b*)
-- \$100,000 Exemption for Agricultural Structures (*CGS § 12-91*)

SPRAGUE

- Additional \$100,000 Exemption for Farm Machinery and Equipment (*CGS § 12-91b*)
- \$100,000 Exemption for Agricultural Structures (*CGS § 12-91*)

SUFFIELD

- Property Tax Abatement (*CGS § 12-81m*)

UNION

- Property Tax Abatement (*CGS § 12-81m*)

WALLINGFORD

- \$100,000 Exemption for Agricultural Structures (*CGS § 12-91*)

WASHINGTON

- \$100,000 Exemption for Agricultural Structures (*CGS § 12-91*)

WOODSTOCK

- Property Tax Abatement (*CGS § 12-81m*)
 - Additional \$100,000 Exemption for Farm Machinery and Equipment (*CGS § 12-91b*)
 - \$100,000 Exemption for Agricultural Structures (*CGS § 12-91*)
-



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MH*
CC: Maria Capriola, Assistant to Town Manager
Date: June 11, 2012
Re: Community Water/Wastewater Issues

Subject Matter/Background

At Monday's Council meeting, I will report on the June 5, 2012 Four Corners Sewer and Water Advisory Committee meeting and other related items.

Attachments

- 1) Notice of Scoping for the University of Connecticut Action for Additional Water Supply Source(s), Amended to Include an Interconnection with MDC's Drinking Water Supply
- 2) Environmental Partners re: Summary Report for Water Supply Exploration at MH-6 Site
- 3) Environmental Partners re: Task C – Eagleville Preserve Test Well Report

. Notice of Scoping for the University of Connecticut Action for Additional Water Supply Source(s), Amended to Include an Interconnection with MDC's Drinking Water Supply

Municipalities where proposed project might be located: East Hartford, Manchester, Bolton, Coventry, Vernon, South Windsor, Tolland, Mansfield, Windham

Addresses of Possible Project Locations: In addition to the alternative sources of supplementary water supply described in previous scoping notices, the University of Connecticut proposes to include an interconnection with the Metropolitan District Commission's supply system terminus in East Hartford. Two alternative routes for the MDC transmission main are proposed for the EIE: one that runs within the Rt. 384 and Rt. 44 corridors through East Hartford, Manchester, Bolton, Coventry, and Mansfield, and one that runs within the Rt. 84 and Rt. 195 corridors through East Hartford, Manchester, South Windsor, Vernon, Tolland, Coventry, and Mansfield.

On June 7, 2011 and December 20, 2011, the CT Environmental Monitor posted scoping notices for the University of Connecticut's proposal for a long-term source of at least 0.5 - 1 million gallons per day . The alternatives identified in the previous scoping notices remain options. The previous Monitor notices can be found at <http://www.ct.gov/ceq/cwp/view.asp?a=987&Q=481666>.

Project Description: The University of Connecticut in direct partnership with the Town of Mansfield proposes actions that will identify and implement a long-term source of at least 0.5 - 1 million gallons per day for the University of Connecticut's public water supply system. The project comprises the possible creation of new wellfields and possible interconnections with other existing water suppliers to provide additional water to the University's public water supply system in and around Storrs, which currently also provides service to several Town of Mansfield facilities.

The proposed action would enable growth of the University and surrounding area consistent with prior the University Water Supply Plan, University Master Plans and associated Environmental Impact Evaluations, particularly for the proposed University Technology Park to be developed on the University's North Campus. The proposed action would improve the University water supply's margin of safety and supplement the available water during times of drier years when the existing supply is limited in response to aquatic and environmental concerns. This additional source of water supply would also enable economic development as delineated in the Town Plan of Conservation and Development, particularly as envisioned for the Mansfield Four Corners and areas of Northern Mansfield near the University Campus.

The alternatives for obtaining an additional water supply source for the University's public water supply system include:

- 1) Connecting with a nearby reservoir-based water system to the northwest of the main campus by extending a transmission main south from Tolland along the Route 195 corridor or alternative local roads;
- 2) Connecting with a nearby reservoir-based water system to the southeast of the main campus by extending a transmission main north from southern Mansfield along the Route 195 corridor or alternative route(s) via local roads; and
- 3) Installing and connecting to a new groundwater source or sources in the stratified drift aquifers along the Fenton River, Willimantic River, or Mansfield Hollow Reservoir. The new groundwater source(s) would preferably be installed on lands in Mansfield, CT currently owned by the University, Town of Mansfield, or the Army Corps of Engineers.
- 4) Replacing the University's existing "Well A" in its Fenton River Wellfield with a new well installed in the stratified drift more than 250 feet westward from its current location.
- 5) **NEW** Connecting with the Metropolitan District Commission's reservoir-based water system to the west of the main campus by extending a transmission main via one of two alternative routes along state highway corridors. For the purpose of the EIE, the MDC interconnection shall be evaluated for transmission capacities of 0.5 to 5 million gallons per day.

Project Map(s): [Click here to view a map of the project area.](#)

Written comments from the public are welcomed and will be accepted until the close of business on: July 6, 2012

There will be a Public Scoping Meeting for this project at:

DATE: June 21, 2012

TIME: 5:30 pm to 8:00 pm

PLACE: Council Chamber, Audrey P. Beck municipal building, 4 South Eagleville Road (Rt. 275), Mansfield, CT

NOTES: The public scoping meeting is being held in conjunction with the previously scheduled quarterly meeting of the UConn Water/Wastewater Advisory Committee.

Written comments and/or requests for a Public Scoping Meeting should be sent to:

Name: Jason Coite

Agency: University of Connecticut - Office of Environmental Policy

Address: 31 LeDoyt Road, U-3055
Storrs, CT 06269-3055

Fax: 860-486-5477

E-Mail: jason.coite@uconn.edu

If you have questions about the public meeting, or other questions about the scoping for this project, contact:

Name: Jason Coite

Agency: University of Connecticut - Office of Environmental Policy

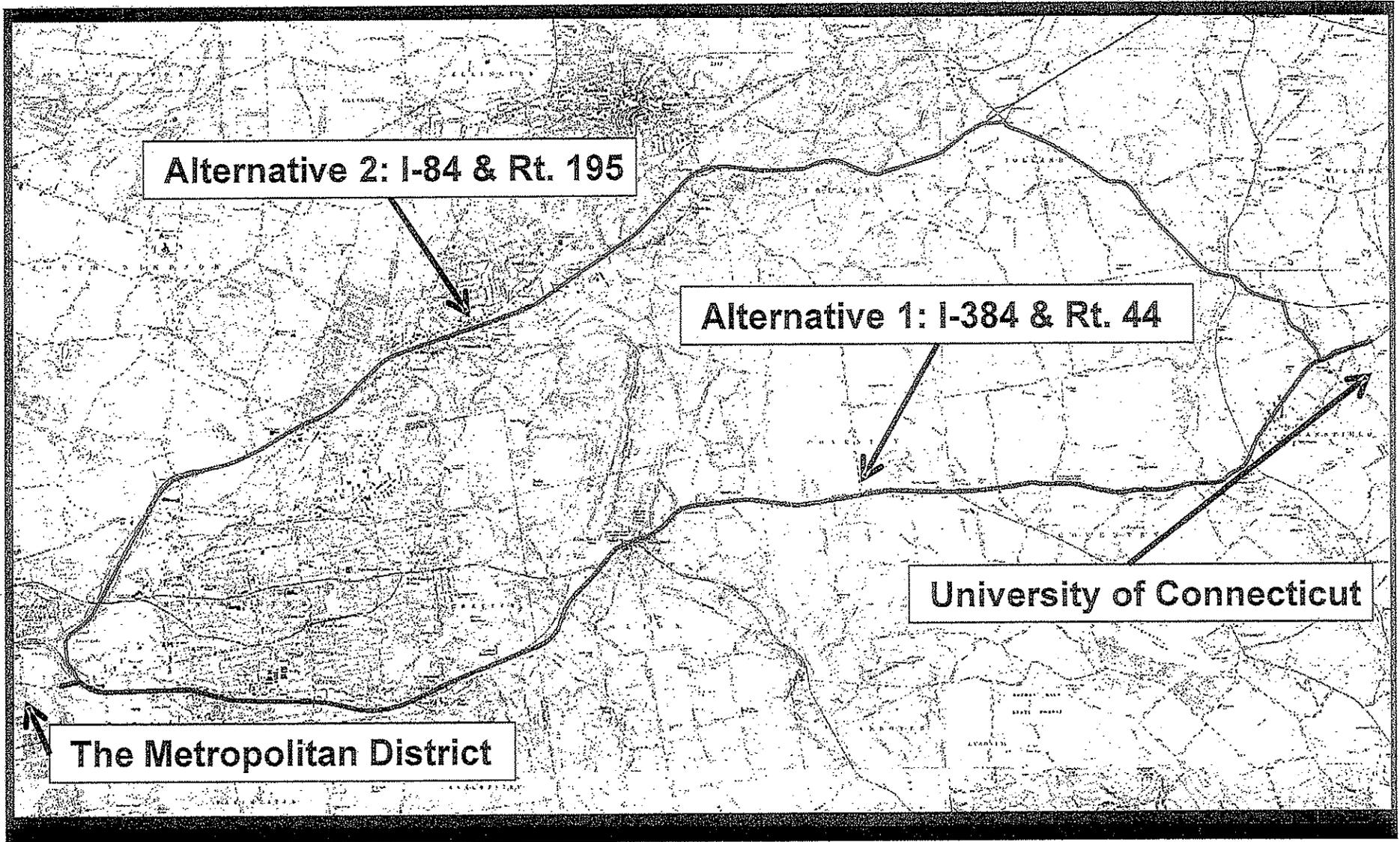
Address: 31 LeDoyt Road, U-3055
Storrs, CT 06269-3055

Phone: 860-486-9305

Fax: 860-486-5477

E-Mail: jason.coite@uconn.edu

The agency expects to release an Environmental Impact Evaluation for this project, for public review and comment, in September 2012



April 2, 2012

Mr. Lon Hultgren
Director of Public Works
Town of Mansfield
4 South Eagleville Road
Storrs/Mansfield, CT 06268

**RE: Summary Report for Water Supply Exploration at MH-6 Site
Mansfield, Connecticut**

Dear Mr. Hultgren:

Environmental Partners Group, Inc. (Environmental Partners) is pleased to provide this report that summarizes the results of the water supply investigation at site MH-6, off of Bassetts Bridge Road, in Mansfield, CT. A site location map is attached as Figure 1. Environmental Partners had reviewed three sites (MH-2, MH-5 and MH-6) in the Mansfield Hollow area, as suggested by Milone & MacBroom. The MH-6 site was selected for further subsurface investigation because it is easily accessible and adjacent to the Mansfield Hollow Reservoir. The MH-6 site also presented a higher elevation, which would assure service and access in local flood conditions without significant site improvements.

This report describes field work conducted, analyses of the collected field data, and resulting recommendations.

The scope of work for this project included:

- a. Coordinate the services of a licensed sonic well drilling contractor for drilling one 4-inch test well at the MH-6 site.
- b. Direct the test well drilling, including: obtaining soil samples, preparing geological logs, and determining screen slot size and placement.
- c. Oversee short term pump test, including: recording water levels and flow volumes, and calculating an approximate estimate of well yield.
- d. Prepare a report describing the test well drilling in detail, outlining well construction details, summarizing results, and providing recommendations. The report will include a brief discussion on the suitability of the site for further investigation.

Field Work

A field investigation of the MH-6 site was performed from Monday, March 19, 2012 to Wednesday, March 21, 2012. Environmental Partners engaged Boart Longyear Company (Boart) to install one soil boring to a depth of 150 feet below ground surface (bgs) using the

sonic drilling method. The sonic drilling method was selected because this technique eliminates the need to introduce drilling fluid additives to the formation (only potable water was used for drilling) and provides for the collection of 5 or 10 foot continuous core samples, with nearly 100% recovery of soil cores from the formation.

Environmental Partners provided oversight of the drilling operations performed by Boart at the MH-6 well site. Water procurement for drilling purposes was obtained from the Willimantic Water Department filling station located at 152 Storrs Road, approximately 2.5 miles south of the drill site. Drilling was performed using a track mounted mini-sonic drilling rig (Photo 1). Prior to drilling operations, a MiniRAE PID meter was used to field-screen all drilling materials to ensure that no contaminants were present. All PID readings reported non-detect.

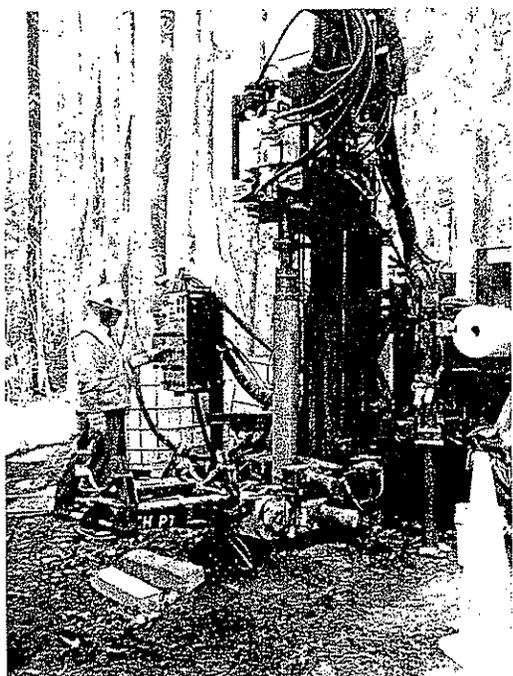


Photo 1. Mini-Sonic Drilling Rig

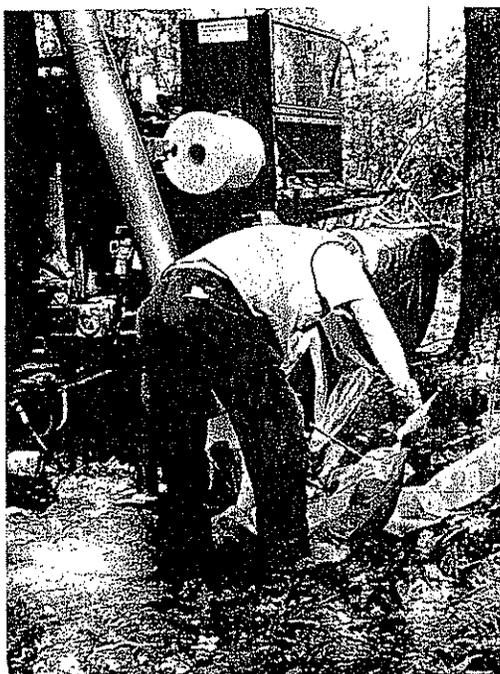


Photo 2. Sonic Core Sampling

Casing was advanced to a total depth of 125-ft below bgs, until bedrock was encountered. Continuous samples were taken throughout the borehole advancement with 5 or 10-foot core barrels (Photo 2). Sonic core samples were characterized in the field (using visual and manual methods) for depth, grain size, sorting, and color, in order to facilitate the selection of a potential screen zone. Soil samples were collected from the cores at 2-foot intervals from 5-121-ft bgs. These samples were then described and photographed (Photos 3 and 4). From the water table to the total depth of the boring, soil samples were collected in zip-lock bags for future reference. The boring log for the MH-6 boring is included in Attachment A.

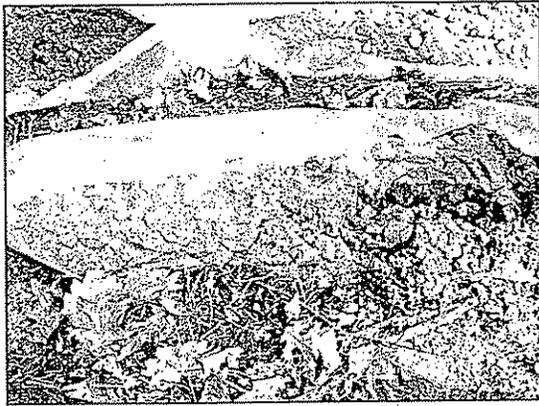
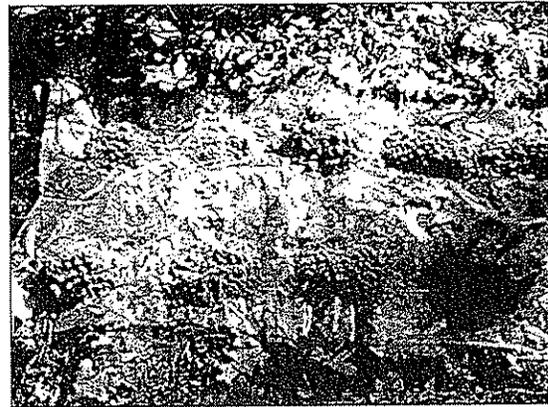


Photo 3. Example Sonic Core



**Photo 4. Representative Core Samples
at 2-foot intervals**

The subsurface geology consisted predominately of fine sand with some medium sand and silt from ground surface to 43-ft bgs (Photo 3) and primarily silt with a trace to some fine sand mixed from 43 to 121 feet bgs (Photos 5, 6, and 7)). Minor glacial till layers, consisting of fine sand with some silt, clay and cobbles, were present at depths of 5-7 feet, 10-12 feet, 88-98 feet, and 119 to 121 feet bgs. Groundwater was encountered at 58 feet bgs. Bedrock was encountered the second day of drilling (March 20, 2012) at 122 feet bgs. The bedrock consisted of pink and grey granite.



Photo 5. Silt 58 feet bgs

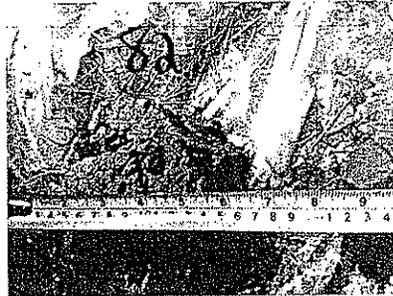


Photo 6. Silt 82 feet bgs



Photo 7. Silt 116 feet bgs

The lithologic samples showed no suitable screen zone and a field decision was made to abandon the borehole without installing a well. The borehole was abandoned using natural fill from the drill cores to a depth of 15 feet bgs. From 15 feet to the ground surface the borehole was plugged with bentonite.

No well was installed at the MH-6 site during these field investigations; therefore, a 2-hour pumping test was not performed.

Mr. Lon Hultgren
April 2, 2012

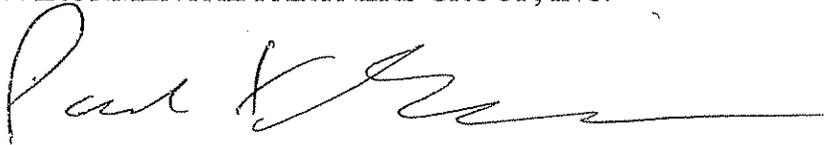
Summary/Recommendations:

Core samples from the soil boring installed at Site MH-6 demonstrated a tight silt and fine sand formation extending the majority of the borehole. Bedrock was encountered at 122 feet bgs. Lithologic samples showed no suitable screen zone and the borehole was abandoned without installing a well.

Site MH-6 was chosen for its easy access and location adjacent to the Mansfield Hollow Reservoir. Further exploration and testing at sites MH-2 and MH-5 would be feasible, but access to MH-5 is difficult and a permanent well could be within the flood plain. The MH-2 site is located in proximity to residential homes, which is not an ideal location for a permanent well.

We have enjoyed working with the Town of Mansfield on this project. Should you have any questions regarding the results of this investigation or require additional information, please feel free to call me to at (617) 657-0200.

Very truly yours,
ENVIRONMENTAL PARTNERS GROUP, INC.

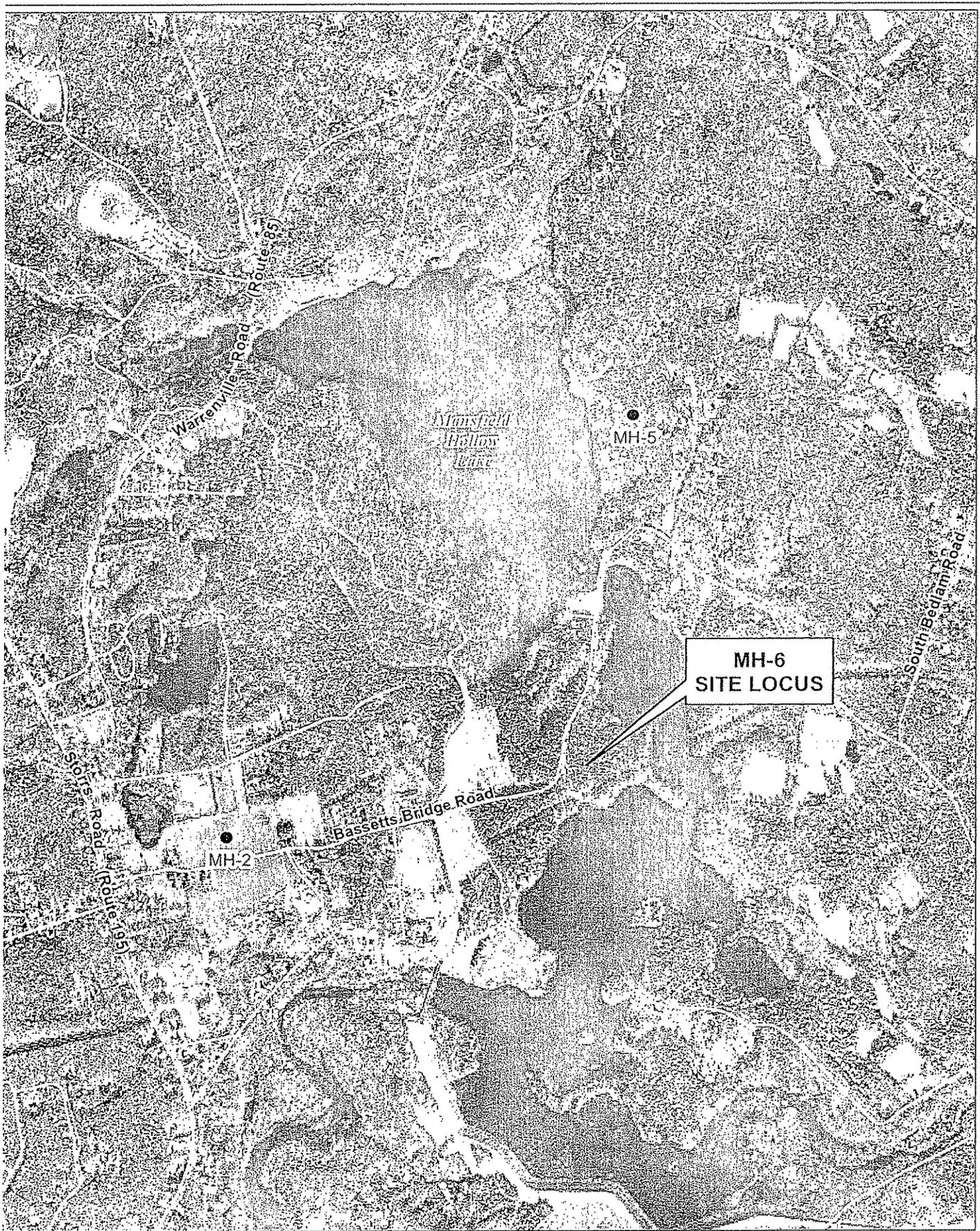


Paul F. Gabriel P.E., LSP
President

cc: Ryan Trahan, P.E.

attachments: Figure 1 - Site Location Map
Attachment A - Boring Log MH-6

Figure 1



750 1,500 3,000 Feet

1 in = 1,500 feet
 Environmental Partners
 Partnership for engineering solutions.

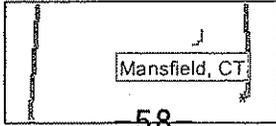


Figure 1 - Site Locus
 MH-6 Site Location
 Mansfield, Connecticut

Attachment A
MH-6 Boring Log

Town of Mansfield, CT
 Site MH-6
 Drilling Method: Sonic
 Geologist: Wes Stinson, EPG
 Depth is in feet below ground surface

Lithologic Log
 Date Drilled: March 19-21, 2012
 Hole Diameter: 8-inch
 Driller: Boart Longyear Company
 Northborough, MA

Depth	Description
0 – 5	SAND, grey Fine to medium grained sand, some cobbles
5 – 7	CLAY, tan Silty clay, some cobbles
7 – 8	SAND, tan with some orange Medium to coarse grained sand, some cobbles
8 – 10	SAND, tan with some orange Fine grained sand
10 – 12	SAND, grey Fine sand, with silt, trace cobbles
12 – 15	SAND, orange Fine sand, with silt
15 – 30	SAND, tan Medium sand, some fine sand, trace silt
30 – 31	SAND, tan Fine sand, some medium sand
31 – 35	SAND, tan Fine sand, some silt
35 – 40	SAND, tan Fine sand, trace silt, some mica fragments
41 – 43	SAND, tan Fine sand, trace silt, some mica fragments
43 – 45	SILT, tan Silt, some fine sand, some mica fragments
45 – 47	SAND, tan Fine sand, some silt, some mica fragments
47 – 49	SILT, tan with some orange Silt, some fine sand, some mica fragments
49 – 51	SAND, tan Very fine sand, some silt, some mica fragments
51 – 54	SAND, tan with some orange Very fine sand, some silt, some mica fragments
54 – 56	SILT, tan Silt, fine sand, some mica fragments
56 – 58	SILT, tan Silt, trace fine sand, some mica fragments
58 – 60	SILT, brown Silt, trace clay, some mica fragments



60 – 70	SAND, tan Silt, trace fine sand, some mica fragments
70 – 80	SILT, tan Silt, trace fine sand, some mica fragments
80 – 85	SILT, tan Silt, trace fine sand, some mica fragments
85 – 88	SILT, grey Silt, trace fine sand, some mica fragments
88 – 90	SILT, tan Silt, some fine sand, some cobbles, some mica fragments
90 – 94	SILT, tan Silt, some fine sand, some cobbles, some mica fragments
94 – 98	SILT, tan with some orange Silt, some fine-medium sand, some cobbles, some mica fragments
98 – 100	SILT, tan Silt, some fine sand, some mica fragments
100 – 104	SILT, tan Silt, some fine sand, some mica fragments
104 – 106	SILT, tan Silt, some fine-medium sand, some mica fragments
106 – 110	SILT, tan Silt, some fine sand, some mica fragments
110 – 119	SILT, tan Silt, some clay, some mica fragments
119 – 121	SILT, grey Silt, some fine-medium sand, some gravel
122 – 125	Granitic Bedrock, pink/grey END OF BORING

Notes:

- 4' of sample recovered from 15-30' bgs core barrels
- Groundwater was encountered at 58' bgs
- Samples collected from 10' – 122' bgs are stored at Environmental Partners Group.



University of Connecticut
Water Supply EIE
Draft Evaluation of Well Location MH-6

Background

Potential well site MH-6 is located on land owned by the USACE to the east of Bassett Bridge Road, north of the high-tension power lines, and west of Mansfield Hollow Reservoir. The proposed well site is located on what appears to be a forested hill above the spillway elevation of Mansfield Hollow Reservoir.

Instream Flow Discussion

Well site MH-6 is located 500 feet from Mansfield Hollow Reservoir (to the south). Given the significant volume of the reservoir, it is unlikely that instream flow impacts with subsequent fisheries habitat impacts will manifest in the reservoir. Overall, the potential for fish habitat impacts at this location appears to be low.



Hydrogeologic Evaluation of MH-6

Available hydrogeologic information near the project site was reviewed and is presented below:

1960's era USGS Water Resource Bulletin

The U.S. Geological Survey (USGS) Report entitled *Water Resources Inventory of Connecticut, Part 2 – Shetucket River Basin* (1967) shows that the aquifer near proposed well site MH-6 consists of fine-grained stratified drift (Plate B). Nearby borings generally supported this conclusion, although much of the aquifer may have been inferred from surficial materials. The mapped area is relatively wide and encompasses much of the river valley and the area covered by

Mansfield Hollow Reservoir. The mapped saturated thickness at the site reportedly is greater than 40 feet (Plate B).

Based on the mapping, the average permeability of the deposits in the saturated section may range from 15 to 1,500 gallons per day per square foot (gpd/ft²) (equivalent to a hydraulic conductivity ranging from 2 feet per day (ft/d) to 200 ft/d), but at most sites is reportedly less than 350 gpd/ft² (equivalent to a hydraulic conductivity of 47 ft/d). Plate D shows that the site does not lie within a “favorable ground water area.” The nearest “favorable” area is located to the north beneath Mansfield Hollow Reservoir.

1978 Groundwater Availability Map

The 1978 *Groundwater Availability in Connecticut* map produced by the Connecticut Department of Environmental Protection (DEP) in cooperation with the USGS shows that the vicinity of the proposed well site is underlain by coarse-grained stratified drift capable of yielding moderate to large amounts of water (50 to 2,000 gallons per minute, or gpm) with a saturated thickness of 10 feet or greater. Note that a pumping rate of approximately 700 gpm is necessary to produce 1.0 million gallons per day, mgd.

1985 Bedrock Geology Mapping

The bedrock geology at the proposed well site is mapped as part of the Waterford Group on the 1985 *Bedrock Geologic Map of Connecticut*. The bedrock geology is primarily gneiss, and surrounding map units also consist of granitic gneiss. The bedrock tends to strike northwest to southeast and dip 75 degrees to the northeast in the vicinity of the proposed well site.

1986 Stratified Drift-Areas in Connecticut Map

The 1986 USGS *Ground-Water Yields for Selected Stratified-Drift Areas in Connecticut* map shows that the proposed well site is located in a stratified-drift area with a saturated thickness greater than 10 feet and thought to be capable of yielding moderate to large amounts of groundwater. The estimated long-term yield of the aquifer in this location is 1.2 mgd and assumes a distribution of approximately four wells per square mile of aquifer area (which includes the majority of Mansfield Hollow and the aquifer to the west). This suggests, at a minimum, that several wells would be needed to reach the necessary withdrawal rate at the site.

2005 USGS Surficial Geology Mapping

The surficial geology at the proposed well site is mapped on the 2005 *Quaternary Geologic Map of Connecticut* as the Mount Hope-Fenton River Deposit. This deposit consists of sand and gravel overlying sand formed as a result of sediment-dammed ponds. The mapped area is quite large in the vicinity of Mansfield Hollow Reservoir.

A combination of floodplain alluvium and gravel is mapped at the existing Fenton River Wellfield, which is also part of the Mount-Hope Fenton River depositional environment. It is

believed that the stratigraphy is much more coarse at depth in the vicinity of the Fenton River Wellfield. Still, the similar depositional environment implies that well yields similar to the wells at the Fenton River Wellfield may be obtained.

2008 Surficial Aquifer Potential Mapping

The 2008 *Surficial Aquifer Potential Map of Connecticut* compiled by the Connecticut Geological and Natural History Survey in cooperation with the DEP shows that the proposed well site is located in an area mapped as “Coarse-Grained Deposits” with a saturated thickness between 50 and 100 feet. This suggests relatively deep stratified drift deposits with significant banding of coarse-grained layers are present beneath the site. The data on this map was reprinted from the 1992 *Surficial Materials* release by the USGS.

Department of Consumer Protection Private Well Logs

Well logs for private wells in Mansfield were obtained from the Connecticut Department of Consumer Protection for the period 1970 through 2010. While overburden stratigraphy on such logs is generally poor, the depths to bedrock on these logs can provide an excellent overview of bedrock elevations in the area. Logs found to be in the vicinity of the proposed well site were mapped in ArcGIS when reasonable accuracy was possible; approximately five wells were mapped in the vicinity of the proposed well site (including those mapped by the USGS in the 1960s-era *Water Resources Bulletin*). In particular, the USACE borings from the 1940s provide very detailed information. Overall, the well logs along Bassett Bridge Road showed a depth to bedrock ranging from 25 to over 50 feet.

The normal surface water elevation in Mansfield Hollow Reservoir is approximately 210 feet based on the 1997 USGS topographic map. It is assumed that groundwater would be similar or higher in elevation in the vicinity of the proposed well site.

Table 1 on the following page compares topographic elevations from the State of Connecticut LiDAR two-foot topographic map contours with the depths to bedrock at the closest nine well sites to determine a potential bedrock elevation. Of particular note is well log Ms 22th, which is associated with a test boring performed by the United States Geological Survey to the north of Bassett Bridge Road and 1,300 feet north of the proposed well site. This test hole was drilled in the floor of a sand and gravel pit and showed a 41-foot thick layer of sand that was almost completely saturated. Bedrock was not encountered at this test hole, and the boring logs suggest that a bedrock ridge is located to the west of the proposed well site, stretching north to south between Mansfield Hollow Reservoir and Echo Lake.

**Table 1
Boring Descriptions**

Well ID	Location	Topographic Elevation	Depth to Bedrock	Bedrock Elevation	Stratigraphy
Ms 22th	1,300 feet north of MH-6	225 (depth to water 11)	> 51	< 174	Pebbly medium to coarse sand and gravel to 8', sand to 49', then sandy till
Ms 29th	1,900 feet northwest of MH-6	258 (depth to water 21')	> 42	< 216	Gravel (loose) to 3', fine to medium sand and silt (stratified, loose) to 9', gravel (loose, medium to compact) to 25', then till (gravel, compact to medium-compact)
Ms 28th	Bassett Bridge Road near berm access road	254 (depth to water 10')	32	222	Topsoil to 1', then sand and gravel (loose to compact) to 15', then till (poorly sorted, compact gravel)

The topographic elevation of the proposed well site is approximately 262 feet NAVD 1988. Based on the available information, it appears that the bedrock elevation at the site would be at a maximum elevation of 220 feet, suggesting a 40 foot depth to bedrock and virtually no saturated thickness. It is more likely that bedrock is deeper than 180 feet in elevation at the site, which would provide at least 30 feet of saturated thickness.

Conclusion

Based on the above information, the aquifer at the MH-6 site will likely have 30 feet of saturated thickness. The aquifer appears to have pockets of higher conductivity sand at a suitable depth to potentially support a moderate-yield well, but the stratigraphy of the area appears variable. The USGS borings are distant from the well site and provide uncertainty to the exact stratigraphy of the aquifer. Well development may be feasible but will likely not be as cost-effective as other options due to the necessity of multiple wells to reach the required yield. This site also appears to be constrained to supporting only one well location above the spillway elevation.

The overall potential for this well site is low to moderate. Note that this conclusion is based on generalized mapping and boring logs for wells that are more than 1,000 feet or more from the site. A test well or test wells drilled at the site would help to determine aquifer stratigraphy and parameters, determine potential well yields, and provide a recommendation.

Sanitary Evaluation of MH-6

Conditions for Well Site Approval by the Connecticut Department of Public Health (DPH) include the following:

Well must be located on a relatively high point on the premises and be protected against surface wash – The proposed well site is located on a hill above the spillway elevation of

Mansfield Hollow Reservoir. The site is at approximate topographic elevation 262 feet NAVD 1988 based on the 2000 LiDAR mapping; it is located on a relatively high area on the site based on the LiDAR mapping although the site in general is fairly flat. The high point of the site would need to be field-surveyed but appears to be approximately 264 feet NAVD 1988 near the northeastern corner based on the LiDAR mapping. It is possible that localized mounding may be necessary to prevent surface wash.

Well must be as far removed from any known or probable source of pollution as possible (at least 200 feet); at least 50 feet from any drain carrying surface water or a foundation drain, and be in a direction away from ground water flow from any existing or probably source of pollution – There are several potential pollution sources on and around the site.

- This site appears to have been forested since at least the 1930's.
- The well site and sanitary radius lie completely on federal land owned by the USACE. An agreement with USACE would be needed to protect the 200-foot sanitary radius of the well site.
- No buildings are near the site. No dry wells are believed to be on the site, and it is not believed that storm drainage exists along this section of Bassett Bridge Road. If drainage systems exist, they will be more than 200 feet from the proposed well site.
- Groundwater beneath the proposed well site is mapped as "GAA." The GAA designation appears to be related to surface water watershed that drains to the Willimantic Reservoir.
- A site-specific survey of the property has not been performed. It is not known if any pollutants are located on or around the site, or if any dumping has occurred on the site.
- Surface water quality in the Mansfield Hollow Reservoir is rated Class B/AA. The quality of the surface water is not expected to cause any water quality concerns at the proposed well site.
- The environmental database maintained by Environmental Data Resources, Inc. (EDR) was reviewed for the vicinity of the proposed well site. A variety of small spills were noted in the EDR database on Bassett Bridge Road. These were mostly related to automobile accidents which spilled antifreeze or fuel oil on the highway. The majority of these incidents were listed as being cleaned.
- No residential heating oil tanks are likely located within 1,500 feet of the proposed well site.
- Sanitary sewer service is not available on Bassett Bridge Road near the well site. The proposed well location appears to be more than 200 feet any nearby septic system.

Well must be located greater than 50 feet from the high water mark (the 1-year flood level) of any surface water body, and outside of the 100-year floodplain – The proposed well site appears to be located above the spillway elevation of Mansfield Hollow Reservoir. It is also believed to be elevated above the 1-year flood level; survey may be needed to confirm the 1-year flood elevation (which is the regulatory standard and may be different than the high water marks observed in the field). The proposed well site is likely located close to but above the 100-year flood elevation.

Wells within 200 feet of a surface water body (not wetland) will require a Groundwater Under the Direct Influence (GWUDI) of surface water study – The proposed well site is located more than 500 feet from the nearest surface water body. A GWUDI study would not be required.

Conclusion

Based on the above information, the aquifer at the MH-6 does not appear to have any proximal sources of contamination. A field survey should be conducted to determine if any dumping has occurred in the area. Preliminary water quality testing would need to be conducted to determine the groundwater quality prior to development of a production well. The only sanitary concern would be related to whether or not the proposed well site is located above the 100-year flood elevation. This would need to be confirmed with a site survey. Overall, the sanitary concerns at this site are believed to be low to moderate.

Overall Conclusion

The aquifer at MH-6 may be hydrogeologically suitable for wellfield development, although it is unlikely that one well would have the yield required to satisfy the necessary water demand. Site-specific aquifer testing would need to be performed to confirm this assessment, since no borings are known to have been performed at the site and the amount of saturated thickness is uncertain. The hydrogeologic potential of the site appears to be low to moderate.

From a sanitary perspective, the only potential issue appears to be related to whether or not the hillside is located above the 100-year flood elevation. A site elevation survey may be needed, and a field survey of the site should also be conducted to determine if any dumping has occurred. Preliminary water quality testing should be performed with the intent to determine the presence of such contaminants onsite. The overall sanitary concerns appear to be low to moderate.

To: Lon Hultgren
From: Paul Gabriel, Ryan Trahan
Date: February 27, 2012
Subject: Task C – Eagleville Preserve Test Well Report

At the request of the Town of Mansfield, Environmental Partners conducted a water supply test well exploration at the Eagleville Preserve, an approximately 20 acre parcel of town-owned land in the Eagleville section of Mansfield (the site). The site is composed of approximately 10 acres of farmland adjacent to Route 32 and another 10 acres of woodlands, floodplain, and wetlands adjacent to the Willimantic River. The site is shown on the attached Figure 1. Dispersed wetlands, some of which may be vernal pools, are located very close by, south and east of the test well locations. They are visible on Figure 1.

A total of three 2.5-inch diameter wells were installed at two locations on the site, designated 1-11 and 2-11. The test well locations are shown on Figure 1. Boring logs describing the soils encountered are included in Attachment A and a summary of well construction details is included in Table 1.

EXPLORATION METHODOLOGY

Drilling of the 2.5-inch diameter test wells was performed in November of 2011 by S.B. Church Company (Church) under the direction of Callahan Consultants, our hydrogeologic subcontractor. All wells were drilled using a truck mounted cable-tool rig. The test wells were installed by the drive and wash method using a 500 pound hammer. Five feet sections of casing were driven at a time. Wash rods were then lowered inside the casing. Water was pumped through the wash rods to flush out the sediment plug of the given interval. The material washed from the section was retained and classified. The process continued until a favorable depth and soil condition was encountered.

Table 1
Well Construction Summary

Well ID	Boring Depth (feet)	Well Diameter (inches)	Screen Interval (feet)	Screen Slot-Size
TW 1-11	67	2.5	65 - 60	10
TW 2-11	64	2.5	35 - 25	30
TW 2A-11	65	2.5	33 - 28	30

Memorandum

February 27, 2012

The screen slot size and length for each well were determined on the basis of the soil grain size characteristics observed in the wash from the screened interval. Once the screen was set, the casing was pulled back to expose the screen. The wells were developed by means of compressed air. Each test well was rated for flow in gallons per minute.

DESCRIPTION OF TEST WELLS

TW 1-11 was installed in the northern portion of the Eagleville Preserve, approximately 50 feet from the corner of the field (see Figure 1). The well was drilled to a depth of 67 feet. It should be noted that the descriptions of the soils presented here differ somewhat from the descriptions provided by the driller. Every drilling contractor has a unique way of describing soils. The soil types described below have been identified by a trained geologist on the basis of the Unified Soil Classification and should be considered more precise than the drillers descriptions. The boring logs for TW 1-11 and TW 2-11 are included in Attachment A.

The material encountered down to a depth of approximately 27 feet consisted of brown, fine to coarse sand. At 27 feet, the material turned gray and much finer. From 27 to 53 feet, the material consisted of gray-brown, very fine sand with little silt and fine sand. Drillers tend to classify this type of material as silt or even clay but relatively little silt was observed in these samples and no clay was observed. The fine-grained material became slightly coarser with depth. From 53 to 64 feet the soil was primarily fine sand. At 64 feet a fine to coarse sand was encountered and there was a significant loss of wash water, indicating a more permeable zone. This material became darker and coarser with depth. Refusal was reached at 67 feet below ground surface (bgs). It is assumed that this refusal represents either bedrock or very dense glacial till. The last three feet of material may be glacial till. The depth to water was approximately nine feet bgs.

A five foot section of 10 slot screen was installed at a depth of 65 feet. The well was developed with compressed air and then pumped at a maximum rate of 4 gallons per minute (gpm). This is a very low rate for the type of material encountered.

TW 2-11 was installed approximately 200 feet south of TW 1-11 (refer to Figure 1). The elevation of this site is approximately five feet lower than at TW 1-11. The upper 37 feet of this boring consisted primarily of fine to coarse sand. The color of the sand varied from light brown to dark brown, gray, orange and black. This is a potential indication of elevated concentrations of iron and manganese in some of the sand layers. Gray, very fine to fine soils were observed from a depth of 37 to 50 feet. This is a thinner layer of fines than was observed at TW 1-11 and may indicate a thinning of the fine-grained materials in this direction. Brown fine to coarse sand was observed from a depth of 50 to 64 feet. It was difficult to drive the well casing the last four feet, suggesting that the last four feet may consist of dense glacial till. Drilling refusal was reached at 64 feet and is assumed to be bedrock or dense till.

A five foot section of 10 slot screen was installed from 55 to 60 feet. The well was developed with compressed air and then pumped. The well pumped only 4gpm. Again, this was a disappointing yield. The screen was removed and the casing was pulled back to 35 feet bgs. A ten foot section of 30 slot screen was installed from 25 to 35 feet bgs. The well was developed and pumped. The well pumped at a maximum rate of 33 gpm.

Memorandum

February 27, 2012

A second well (TW 2A) was drilled approximately two feet away from TW 2-11. A five foot length of 30 slot screen was installed from 28 to 33 feet in depth. The well was developed with compressed air. A short term pumping test was conducted on TW 2-11. The well was pumped for two hours at 33 gpm and water levels were measured in TW 2A. After two hours of pumping, the drawdown in 2A was approximately 9 feet. Therefore, the estimated specific capacity of a well at this site is 33gpm/9 feet or 4 gpm/ft. The static water under non-pumping conditions was approximately four feet.

A water sample was collected from TW 2-11 after one hour of pumping and sent under chain of custody procedures to Premier Laboratory in Dayville, Connecticut. Parameters analyzed and results are discussed below.

WATER QUALITY RESULTS

The water quality results are attached in Attachment B. All water quality parameters met state and federal water quality standards. No volatile organics, pesticides or iron were detected. Manganese was detected at 0.008 mg/l. All other parameters were detected within normal ranges for ambient groundwater.

CONCLUSIONS AND RECOMMENDATIONS

The subsurface geology of the Eagleville Preserve site is characterized by a shallow water table aquifer composed of brown sand to a depth of approximately 30 feet bgs. This is underlain by gray-brown fine grained sediments composed of fine and very fine sand with little silt. This is considered to be a semi-confining unit, that is, groundwater flow is limited and the material restricts vertical flow between the upper and lower aquifers. This semi-confining unit appears to get thinner in the direction of the Willimantic River.

Beneath this layer of fine material is another layer of brown sand. However, at both test sites, this lower sand unit did not provide as much water as expected even though the material is relatively permeable. The extent of this lower aquifer may be restricted at these sites. The testing of the upper aquifer at 2-11 provided a more significant yield.

It is possible that the lower aquifer increases and the semi-confining unit decreases in thickness in the direction of the river. Therefore, there may be more productive zones in the lower aquifer. If the semi-confining unit became sufficiently thin or disappeared altogether, the upper and lower aquifers would merge and likely result in a much more productive aquifer. This potential could be investigated by drilling additional test wells closer to the river. However, this would mean going further into the floodplain zone, which would complicate well construction and access considerations.

If the lower semi-confining unit is found to persist, then it appears from the data collected the only viable option for a water supply well at this site would be in the upper aquifer. Unfortunately, the specific capacity of the test well in the upper aquifer was only 4 gpm/ft of drawdown. Assuming that a production well could have a drawdown capacity of approximately 20 feet, it could yield up to 80 gpm. This suggests that the site would require multiple wells to obtain a meaningful yield. Actual well spacing and performance estimates could only be provided with more site investigations.

Another important concern with a wellfield of this type would be the potential impacts on the surrounding wetlands, including vernal pools. Although the wetlands may be underlain by fine grained soils that

Memorandum

February 27, 2012

restrict vertical groundwater flow, the actual impacts can only be determined by additional exploration, including a full scale pumping tests and soil sampling/monitoring wells at the wetland locations.

If the Town is interested in pursuing this site further as a potential water source, we would recommend additional testing of these areas. However, before undertaking additional investigations at this site, we recommend that the Town conduct exploratory investigations at site MH-6 at the Mansfield Hollow Reservoir.

FIGURE 1

Figure 1
Eagleville Preserve Test Wells



TW 2-11

TW 1-11

Eagleville
Preserve

Wetlands

Willimantic River



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**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager
CC: Maria Capriola, Assistant to Town Manager; Linda Painter, Director of Planning and Development; Curt Vincente, Director of Parks and Recreation, Jennifer Kaufman, Parks Coordinator
Date: June, 11 2012
Re: CT DEEP Open Space and Watershed Acquisition Grant - LaGuardia Property

Subject Matter

In consultation with the Open Space Preservation Committee (OSPC), staff is working on a grant application to the Connecticut Department of Energy and Environmental Protection's (DEEP) Open Space and Watershed Acquisition Program for funds to purchase the 18.7-acre LaGuardia property. Recall that the Town has submitted a Federal Highway Administration (FHWA) grant to acquire this parcel. The FHWA had planned to announce the grant awards in mid-May 2012, but has pushed the timetable back to this summer. Subsequently, DEEP has announced its grant application round. The Town has been successful in receiving grants from DEEP to acquire open space and is confident that the LaGuardia property would rank highly under DEEP's criteria. If the DEEP grant were awarded to the Town, the Council would need to conduct a public hearing regarding the proposed acquisition and to vote to authorize the purchase.

Background

The LaGuardia Property is an 18.7-acre parcel that in 2009 was subdivided into eight lots. The PZC's subdivision approval included a 37-acre open space dedication to the Town. The owner is currently marketing the 18.7-acre parcel as an estate lot for \$395,000. The OSPC reviewed this property at its November 22, 2011 meeting and recommended that the Town Council consider preservation of this property.

The property is an in-holding surrounded by Federal and Town lands on three sides (see map). Army Corps property includes land to the north and west (Mansfield Hollow State Park) and Town properties include the Chapin Brook valley on the east side and a corridor for an existing trail on north side. Nearby properties and amenities include a UConn Forest Tract and the Nipmuck Trail.

The land is a high, level glacial terrace that slopes steeply down to Chapin Pond on the west side (owned by the Army Corps) and to Chapin Brook on the east side (owned by the Town). The property features scenic views of Chapin's Pond and the field on the terrace from both Dodd Road and Chaffeeville Road. The south half of the property is a hay field that is prime farmland (Merrimack) and has been hayed by a local farmer for many years. The north half contains a mature pine woods.

The LaGuardia property lies within a DEEP Natural Diversity Data Base circle, and may host a species of concern to the state. Chapin Pond, which the property borders on the west side, is a Leatherleaf bog, an uncommon scrub-shrub wetland type, and is included in the list of "Significant Wildlife and Conservation Resources" in Appendix J of the Town's Plan of Conservation and Development. Consequently, the Town has an interest in preserving the pond's unique plant community and ecological integrity by protecting abutting land. During the subdivision application the OSPC expressed concern about potential impacts to Chapin Pond from nutrient flows via groundwater into the pond from septic systems and lawn chemicals. Preservation of the LaGuardia parcel would avoid that impact to the pond.

The location of this parcel on Dodd Road would provide easy access between Schoolhouse Brook Park and Mansfield Hollow and serve as part of a town-wide trail system. The popular trails in Mansfield Hollow are not accessible by public transit and the LaGuardia property's frontage on Dodd Road would provide easy access from the bus line along Storrs Road (Rte 195) to Mansfield Hollow.

The LaGuardia property is situated adjacent to the Mansfield Center Historic District and across the street from the historic Dodd home. Preservation of this property would help preserve the historic character of Mansfield's oldest settlement.

Financial Impact

DEEP grants cover up to 65-percent of the appraised value of the property. The remainder of the purchase price would be financed from the Town's Open Space Fund.

Recommendation

As staff is still working on the grant application, at this point we recommend that the Town Council refer the proposed acquisition of the LaGuardia property to the Planning and Zoning Commission (PZC) for review and comment under Section 8-24 of the *Connecticut General Statutes*. At the Council's next regular meeting on June 25, 2012, we will seek your authorization to submit the application to DEEP.

If the Town Council agrees with this recommendation, the following motion is in order.

Move, to refer the proposed acquisition of the 18.7-acre LaGuardia property to the Planning and Zoning Commission for review under Connecticut General Statutes § 8-24.

Attachments

- 1) Maps of LaGuardia Property

Town of Mansfield, CT - Laguardia Aerial



- MapGrid
- towns
- Dimensions
- Address
- ParcelID
- Area
- Streets
- Parcels
- powerlines
- water
- wetlands
- Town roads
- highways



1 in = 331.35 ft

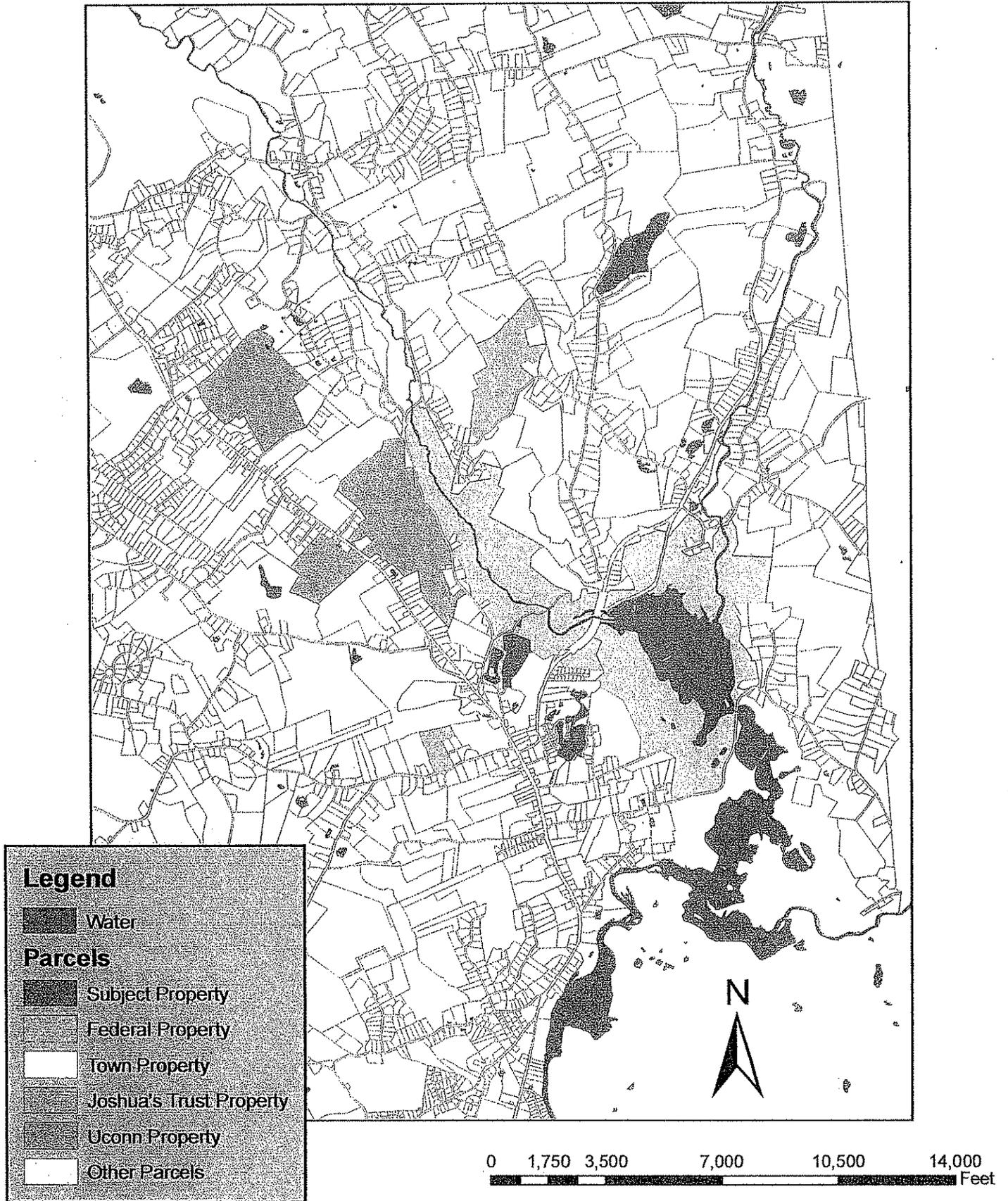
Printed:
12/19/2011

MainStreetGIS
www.mainstreetgis.com

Location: LAGUARDIA LA ID: 29.115.14-2

MainStreetGIS, LLC - www.mainstreetgis.com / info@mainstreetgis.com
Disclaimer: This map is for assessment purposes only. It is not valid for use as a survey or for conveyance

Town of Mansfield, CT -
Federal, State, Joshua's Trust, and Land Adjacent to Subject Property



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**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *M.H.*
CC: Maria Capriola, Assistant to Town Manager; Cherie Trahan, Director of Finance
Date: June 11, 2012
Re: Capital Improvement Program Closeouts/Adjustments

Subject Matter/Background

Attached please find correspondence from the Director of Finance recommending a number of adjustments to the Capital Projects Fund. Throughout the fiscal year, we do periodically recommend such adjustments, and Ms. Trahan will be available at Monday's meeting to address any questions you may have.

Recommendation

The Finance Committee will review the proposed adjustments at its meeting on June 11, 2012. If the committee recommends approval, the following motion is in order:

Move, effective June 11, 2012, to approve the adjustments to the Capital Projects fund, as presented by the Director of Finance in her correspondence dated June 6, 2012.

Attachments

- 1) C. Trahan re: Capital Projects Fund
- 2) Proposed Capital Fund Budget Changes

TOWN OF MANSFIELD
OFFICE OF THE DIRECTOR OF FINANCE



CHERIE TRAHAN, Director of Finance

AUDREY P. BECK BUILDING
FOUR SOUTH EAGLEVILLE ROAD
MANSFIELD, CT 06268-2599
(860) 429-3344
fax: (860) 429-6863
E-Mail: trahanca@mansfieldct.org

TO: Matthew W. Hart, Town Manager
FROM: Cherie Trahan, Director of Finance
DATE: June 6, 2012
RE: Capital Projects Fund

Attached is an analysis of current and proposed Revenue and Expenditure Budgets for specific Capital Projects. If adopted as presented, it will accomplish the following.

1. Officially close out completed projects:
 - 84807 Senior Center Dishwasher
 - 86243 Energy Management System
 - 86614 Pickup Truck and Plow

2. Increase/(Decrease) funding for the following completed Overspent/(Underspent) projects:
 - 84807 Senior Center Dishwasher (\$8,124)
 - 86243 Energy Management System (\$35,000)
 - 86614 Pickup Truck and Plow (\$3,389)

3. Appropriate the funding for the following projects:
 - 84131 STEAP IV \$500,000
 - 84132 Leyland/EDR Infrastructure \$3,000,000
 - 84133 Brownfield Remediation \$450,000

PROPOSED CAPITAL FUND BUDGET CHANGES

JOB #	DESCRIPTION	FUNDING SOURCE	REVENUE BUDGET					EXPENDITURE BUDGET				BALANCE TO SPEND (OVERSPENT)
			CURRENT BUDGET	PROPOSED CHANGE	AMENDED BUDGET	ACTUAL REVENUES	OVER/ (UNDER) PROPOSED	CURRENT BUDGET	PROPOSED CHANGE	AMENDED BUDGET	ACTUAL EXPEND.	
84131	STEAP 4 Village Street Utilities & Parking Lines	State Support	-	500,000	500,000	-	(500,000)	-	500,000	500,000	-	500,000
84132	Leyland/EDR Infrastructure	Local Support - from 84103	-	372,000	372,000	-	(372,000)					
		Local Support - Leyland/EDR	-	2,628,000	2,628,000	-	(2,628,000)					
			-	3,000,000	3,000,000	-	(3,000,000)	-	3,000,000	3,000,000	-	3,000,000
84133	Brownfield Remediation	State Support	-	450,000	450,000	-	(450,000)	-	450,000	450,000	-	450,000
* 84807	Senior Center Dishwasher	CNR	17,000	(8,124)	8,876	17,000	8,124	17,000	(8,124)	8,876	8,876	-
* 86243	Energy Management System	Federal Support	35,000	(35,000)	-	-	-	35,000	(35,000)	-	-	-
* 86614	Pickup Truck and Plow 11/12	CNR	40,000	(3,389)	36,611	40,000	3,389	40,000	(3,389)	36,611	36,611	(0)
			<u>\$ 57,000</u>	<u>\$ 3,938,487</u>	<u>\$ 3,995,487</u>	<u>\$ 57,000</u>	<u>#####</u>	<u>\$ 57,000</u>	<u>\$ 3,938,487</u>	<u>\$ 3,995,487</u>	<u>\$ 45,487</u>	<u>\$ 3,950,000</u>

* Projects to be closed

Recap of Funding Changes:

CNR	(11,513)
Federal Support	(35,000)
Local Support	3,000,000
State Support	950,000
	<u>\$3,903,487</u>

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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; Cherie Trahan, Finance Director; Christine Gamache, Collector of Revenue
Date: June 11, 2012
Re: Classification – Revenue Clerk

Subject Matter/Background

For reasons stated in the attached documentation, staff is seeking Council's approval to create the classification of Revenue Clerk. Traditionally, the Personnel Committee reviews and the Council as a whole approves pay grades for new non-union classifications.

The Revenue Clerk position is budgeted as a part-time, non-union position with no benefits. We estimate that the selected candidate will normally work 15 hours per week and 35 hours per week eight weeks during the year (tax season, staff vacations). For many years, the Revenue Division had three full-time positions. Following a retirement in spring 2006, the Revenue Division was staffed by two full-time people and a shared person with the Finance Administration/Accounting Division. Following a later retirement of the shared staff person in fall 2010 we did not fill the position. Instead, we temporarily filled the part-time hours in the Revenue Division with a student worker. Due to attrition we can now move forward with filling the budgeted regular part-time position.

At its June 4, 2012 meeting, the Personnel Committee reviewed and endorsed staff's recommendation to create the classification of Revenue Clerk and set the pay grade for the position at grade 6, salary range of \$16.90/hr-\$20.27/hr of the town administrators pay plan.

Financial Impact

\$16,590 is budgeted in salary for this position for FY 12/13, which provides sufficient funds to cover a modest adjustment to the non-union scale/pay grade should the Council enact such a measure for FY 12/13.

	Hrly/rate	Hrs/yr	Total Salary	FICA Alt	TOTAL
Proposed*	\$16.90	943	\$15,937	\$319	\$16,255

**Hourly rate may be adjusted for FY 12/13 should Council adopt a general wage increase to the non-union pay scale*

Recommendation

Staff and the Personnel Committee recommend that the Revenue Clerk position be classified as grade 6 of the town administrators (non-union) pay plan.

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

Move, effective June 11, 2012 to create the classification of Revenue Clerk and set the pay grade for the position at grade 6, salary range of \$16.90/hr-\$20.27/hr of the town administrators pay plan.

Attachments

- 1) Proposed classification and pay grade analysis

MEMORANDUM

Town of Mansfield
Town Manager's Office
4 So. Eagleville Rd., Mansfield, CT 06268
860-429-3339
maria.capriola@mansfieldct.org



To: Matt Hart, Town Manager
From: Maria Capriola, Assistant to Town Manager *Maria*
CC: Cherie Trahan, Finance Director
Christine Gamache, Collector of Revenue
Date: May 18, 2012
Re: Classification Study – Revenue Clerk

Approved

MH 05/22/2012

Subject Matter/Background

Due to attrition, the Collector's Office has had two full-time positions for some time, supplemented by temporary help, student workers, and assistance from the Finance Accounting and Disbursements Division (prior to a retirement and not re-filling the position). It has been estimated that the Collector's Office would benefit from a regular part-time position of 15 hours per week for most weeks during the year, supplemented by the person in the position working full-time approximately 8 weeks of the year (during busy tax season). Funds have been budgeted in the FY 12/13 budget for such a regular part-time position. Our temporary worker is no longer with us and the need to fill the position has prompted the classification review since the replacement will be a regular employee. A recruitment will begin once the classification for the position has been settled on.

Class Description

Attached please find the proposed class description for the Revenue Clerk position; this would be a new classification. We believe that the description accurately reflects the essential functions and duties for the position, and identifies the qualifications that the employee must possess.

Pay Grade

To determine where the Revenue Clerk position should be assigned within the town's classification and pay plan, Springsted's Class Evaluation System Manual was used. The manual consists of a point factor system, which the rater uses to evaluate a position according to nine job factors. The rater then combines the individual job factor scores to produce an overall position score. Next, the rater compares the position against several "benchmark" positions within the classification plan as well as external salary data to determine the pay grade for the new position.

Internal Comparison

The recommended total points for the position is 85 points. The scores and pay grades of various internal benchmark positions within the classification plan are as follows:

<u>Position</u>	<u>Score</u>	<u>Pay Grade</u>
Revenue Clerk	85 points	Non-Union Grade 6
Sexton	135 points	Non-Union Grade 8
Library Assistant	83 points	Prof/Tech Union

External Comparison

A salary survey seeking comparable positions around the state was conducted. The average hourly range for similarly surveyed positions was \$16.31-\$21.61 and the median hourly range for the positions was \$16.16-\$20.27. At grade 6 of the town administrators pay plan, the salary range for the proposed Revenue Clerk position would be \$16.90/hr - \$20.27/hr which is on target with surveyed communities.

Recommendation

Based upon this analysis, we recommend the following effective June 11, 2012:

- Create the classification of Revenue Clerk.
- Score the position at 85 points for the purposes of the classification plan.
- Set the pay grade for the position at grade 6 of the town administrators (non-union) pay plan
 - If endorsed by the Personnel Committee on June 4, 2012 and approved by the Council on June 11, 2012 (since this is a new classification of a non-union position).

Financial Impact

It is proposed that the position work 15 hours per week during most of the year, and full-time for approximately 8 weeks per year during the height of tax season (primarily certain weeks in July, August, and January). \$16,590 was budgeted in salary for this position; however based on the analysis conducted for this position, if the recommended hourly rate is implemented, there should be a slight savings of about \$650 for FY 2012/2013 (see below). The salary savings will provide enough funds to cover a modest adjustment to the non-union scale/pay grade should Council enact such a measure for FY 12/13.

	Hrly/rate	Hrs/yr	Total Salary	FICA Alt	TOTAL
Budgeted FY 12/13	\$20.93	793	\$16,590	\$332	\$16,922
Proposed*	\$16.90	943	\$15,937	\$319	\$16,255

**Hourly rate may be adjusted for FY 12/13 should Council adopt a general wage increase to the non-union pay scale.*

Attachments

- 1) Proposed job description
- 2) Classification analysis
- 3) Salary Survey

**TOWN OF MANSFIELD
POSITION DESCRIPTION**

Class Title: Revenue Clerk
Group: Town Administrators
Pay Grade: Grade 6
FLSA: Non-Exempt
Effective Date: June 11, 2012

General Description/Definition of Work

This position performs cashier and clerk work involving revenue collection and customer service. Duties include receiving payments; posting accounts; assisting customers; researching account data; maintaining records and files; preparing reports. Coordinates parking ticket collections and assists in the collection and tracking of parking ticket and parking ordinance violation appeals. Work is performed under regular supervision. Position reports to the Collector of Revenue.

Essential Job Functions/Typical Tasks

- Receives payments from mail, walk-in, and online payers; verifies payment amounts and processes payments. Researches issues/discrepancies within account data, explains statutory rules to customers, and helps customers with problem solving regarding tax issues.
- Receives school lunch money, verifies the amounts received for accuracy, prepares the deposit for delivery to the bank, and informs the Collector of discrepancies found.
- Enters revenues into the general ledger (property account) for the previous day's deposits.
- Prepares and completes the daily collections deposits and assists in delivery of deposits to the bank.
- Provides prompt, courteous, and accurate customer service. Answers routine questions concerning activities, programs, policies, procedures and rules governing Revenue Division.
- Coordinates parking ticket collections. Maintains the parking ticket database and ensures accuracy of the data. Conducts account analysis and reconciliation. Corresponds with people issued parking tickets; looks up vehicle information on DMV and sends out notices for non-payment. Assists in collection and tracking of the parking ticket and parking ordinance violations appeals.
- Processes returned mail; using various resources redirects returned mail pieces to the proper destination. Receives and processes other incoming and outgoing mail.
- Answers telephone and directs callers; takes messages or answers procedural questions based on knowledge of rules and regulations of Revenue Division.
- Performs a variety of clerical duties associated with the operation of the office including filing, operating office machines, posting information and preparing mailings.
- Assists with maintaining office supply inventory and orders required items.
- Performs other related duties as assigned.

Knowledge, Skills and Abilities:

- Some knowledge of billing terminology, methods, procedures and equipment; general knowledge of collection and accounting procedures.
- Some knowledge of standard office procedures, practices and equipment.
- Ability to understand and follow oral and written directions; ability to perform mathematical computations with speed and accuracy.
- Skill in the use of a variety of data entry and office equipment and some typing ability.
- Ability to establish and maintain effective working relationships with associates and the general public.

Revenue Clerk (cont'd.)

Education and Experience:

Graduation from high school with some experience in banking, accounting, cash management or related field. Customer service experience involving the collection of and accounting for various revenue sources highly desirable.

Physical Demands and Work Environment:

(The physical demands and work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. The list is not all-inclusive and may be supplemented as necessary. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.)

- This is light work requiring the exertion of up to 20 pounds of force occasionally, up to 10 pounds of force frequently, and a negligible amount of force constantly to move objects.
- Work requires climbing, stooping, crouching, reaching, standing, walking, and fingering.
- Vocal communication is required for expressing or exchanging ideas by means of the spoken word.
- Hearing is required to perceive information at normal spoken word levels.
- Visual acuity is required for depth perception, color perception, preparing and analyzing written or computer data, use of measuring devices, determining the accuracy and thoroughness of work, and observing general surroundings and activities.
- The worker is not subject to adverse environmental conditions.

The above description is illustrative of tasks and responsibilities. It is not meant to be all-inclusive of every task or responsibility. The description does not constitute an employment agreement between the Town of Mansfield and the employee and is subject to change by the Town as the needs of the Town and requirements of the job change.

Approved by: _____
Matthew W. Hart, Town Manager

Date: _____

Town of Mansfield
 Classification and Pay Plan
 Pay Grade for Revenue Clerk

Title	Grade	Skill	Training	Experience	Level	HR	Physical	Conditions	Independ	Impact	Supervision	Total
Revenue Clerk	NU 6	2	20	5	15	15	5	0	10	15	0	85
Sexton	NU 8	2	20	10	20	25	10	10	20	20	0	135
Library Assistant	P/T 10	3	20	0	20	15	0	0	10	15	3	83

Recommendation:

Revenue Cashier, NU GR 6, Salary Range \$16.90-\$20.27 (1/1/12 rate)

1
 6
 May 10, 2012

Salary Comparison for Town of Mansfield

Revenue Clerk

Town	Population	Title	Hourly Min	Hourly Max
MANSFIELD	26,685	Revenue Clerk	\$16.90	\$20.27
Avon	18,145	Revenue Clerk	\$17.81	\$19.66
Coventry	12,453	Revenue Clerk I	\$15.41	\$20.22
So. Windsor	25,751	Tax Assistant	\$11.90	\$21.89
Tolland	15,086	Asst. Tax Collector (inc. some basic work)	\$20.58	\$27.57
Vernon	29,205	Revenue Clerk	\$18.11	\$23.03
Wethersfield	26,695	(Revenue) Clerk III	\$15.00	--
Windham	25,321	Revenue Assistant I/II	\$14.74	\$18.63
Average	22,418		\$16.31	\$21.61
Median	25,536		\$16.16	\$20.27

Population Source: 2010 CT Department of Public Health



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant to Town Manager
Date: June 11, 2012
Re: Independence Day Ceremonial Presentation Planning Subcommittee

Subject Matter/Background

Per Council's request, staff has placed this item on the agenda so the Council may appoint members to the planning subcommittee for the Independence Day ceremonial presentation.

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**TOWN OF MANSFIELD
PERSONNEL COMMITTEE**

**Thursday, April 16, 2012
Conference Room B, Audrey Beck Municipal Building
Minutes**

Members Present: Deputy Mayor Toni Moran (Chair), Denise Keane, Paul Shapiro

Other Council Members Present: Mayor Elizabeth Paterson

Staff Present: Maria Capriola, Assistant to Town Manager, Dennis O'Brien, Town Attorney, Linda Painter, Planning & Development Director, Curt Vincente, Parks and Recreation Director

The meeting was called to order at 6:15p.m.

1. PUBLIC COMMENT

Betty Wassmundt, Old Turnpike Road. Spoke in regards to the draft Ethics Code, disclosure, whistleblower protection, and that no gifts should be permitted.

Arthur Smith, Mulberry Road. Spoke in regards to the draft Ethics Code and the inclusion of "personal interest."

David Freudman, Eastwood Road. Spoke in regards to his opposition of sustainability initiatives.

2. APPROVAL OF MINUTES

The meeting minutes of 3/19/12 were moved as presented by Shapiro and seconded by Keane. The minutes were unanimously approved as presented.

3. RECLASSIFICATION OF NONUNION POSITION

Capriola, Painter, and Vincente provided an overview of the classification analysis conducted for the Natural Resources and Sustainability Coordinator position. Shapiro made the motion, seconded by Moran to, "Move, effective April 16, 2012, to endorse creating the classification of Natural Resources and Sustainability Coordinator and setting the pay grade for the Natural Resources and Sustainability Coordinator position at grade 18, salary range of \$29/hr-\$37.70/hr (\$52,980/yr -\$68,873/yr), of the town administrators pay plan." The motion passed with Moran and Shapiro voting in favor and Keane opposed.

4. ETHICS CODE

Moran and O'Brien provided an overview of the Mansfield Board of Education's response to the Ethics Code, in particular the legal applicability of the Code to Mansfield Board of Education employees. The MBOE passed a motion at their April meeting

indicating a willingness to consider an Ethics Code similar to the Code being considered by the Town Council.

Shapiro made the motion, seconded by Moran to change 25-8F(1) to read, "A hearing conducted by the Board of Ethics shall not be governed by formal rules of procedure." The motion passed unanimously.

Shapiro made the motion, seconded by Moran to remove "or Mansfield Board of Education" from the public employees definition. Moran offered a friendly amendment to replace "or Mansfield Board of Education" with "except for the Mansfield Board of Education." Moran and Shapiro voted in favor of the amended motion, Keane was opposed. Motion passed.

Shapiro made the motion, seconded by Moran to remove "Board of Education" from the public official definition. After discussion, the Committee agreed through consensus to keep "Board of Education" (elected officials) in the public official definition. Shapiro withdrew his motion.

Shapiro made the motion, seconded by Keane to remove "for Tolland County" from 25-8C(1). The motion passed unanimously.

Gift definition, "personal interest," and "personal gain" were discussed. Keane made the motion, seconded by Shapiro to add back "personal interest" to the Code. Moran called the question. Keane voted in favor, Moran and Shapiro were opposed. Motion failed.

Shapiro made the motion, seconded by Moran for the Committee to approve the Code of Ethics as amended this evening and submit to Council for approval. Moran and Shapiro voted in favor of the amended motion, Keane was opposed. Motion passed.

Through consensus the Committee agreed to recommend to the Council that it send a strong letter to the Mansfield Board of Education urging them to develop a similar Code of Ethics and to bring it to completion as soon as possible.

The meeting adjourned at 7:55 p.m. The next meeting is scheduled for Monday, May 21, 2012.

Respectfully Submitted,
Maria E. Capriola, M.P.A.
Assistant to Town Manager

MANSFIELD DOWNTOWN PARTNERSHIP
ADVERTISING AND PROMOTION COMMITTEE

Meeting

Festival on the Green Subcommittee

Monday, May 21, 2012

860.429.2740

5:00 pm

Minutes

Present: Betsy Paterson, Janine Callahan, Rod Rock

Staff: Cynthia van Zelm and Kathleen Paterson

1. Call to order

Betsy Paterson called the meeting to order at 5:00 pm.

2. Public comment

There was no public comment.

3. Approval of Minutes from April 16, 2012

The subcommittee approved the minutes by consensus.

4. Review Task List

Activities: Kathleen Paterson reviewed the list of confirmed activities. She reported that Dennis Pierce from UConn Dining Services committed to the cooking demonstrations again.

Janine Callahan suggested securing a ladder to take some pictures from above. **Ms. K. Paterson will add a tall ladder to the list of items to secure.**

Art: Ms. K. Paterson reported that the Call to Artists and Prospectus had been mailed to Mansfield artists, posted to the Partnership website, and emailed to the Fine Arts Department at UConn and Visual Arts Department at Eastern. She said that she had sent out a press release announcing the show but had not yet seen it printed; it is posted on the Partnership website.

Food: Ms. K. Paterson said that the invitation letters to Mansfield restaurants will be mailed in the coming weeks.

Music: Rod Rock reviewed some ideas for the musical performance. The subcommittee listened to samples of music from each suggested group.

After some discussion, the subcommittee decided to continue the review of music at the next meeting.

5. Adjourn

The meeting adjourned at 6:40 pm.

Minutes prepared by Kathleen M. Paterson

Town of Mansfield – Traffic Authority
Minutes of the Meeting, April 24, 2012

Present: Hart, Hultgren, Meitzler, Painter, Cournoyer, van Zelm (Downtown Partnership), Soroka, Wright, Bansal, Nollet, and Schurn (Willowbrook Road)

The meeting was called to order at 9:40 AM. No changes were made to the draft minutes.

72 Mansfield City Road – Hultgren said he had still not heard definitively from DOT Traffic about changing the signals at night on Mansfield City Road.

Ravine Road/UConn Directional Signs – still waiting word from DOT

Walk facing left sign request for South Eagleville Road – still waiting word from DOT.

Rte 275 pedestrian/bicycle safety – was referred to DOT; waiting on their report. Hultgren has corresponded with Mr. Feyers and data for this stretch of highway will be gathered by the DPW.

Route 89/Mt Hope Road intersection – still no progress report on the proposed DOT intersection project.

Storrs Center construction traffic – no new concerns at this time

Commercial traffic on Bone Mill Road – Hultgren circulated the recent traffic classification data noting that the number of small trucks was 1.1% (9 in 24 hrs) and the number of larger trucks or busses was 0.6% (5 in 24 hrs). After discussion, Hart will call UConn Dining Services to ask that their Cisco trucks not use this road and Hultgren will contact Peter Pan bus lines to ask that they not use this road as a route to the campus as well.

Willowbrook Road – Several residents from Willowbrook Road presented their concerns regarding an expected increase of traffic on Willowbrook once the new parking garage is opened. Mr. Wright gave a power point presentation and presented data they had gathered on the time it took to travel from the garage site to Route 195 at various times of the day. They concluded that at certain times of the day it will be faster to use Willowbrook Road than to use Dog Lane to connect to Rte 195 north of Dog Lane. They expressed their concerns for neighborhood safety and presented several alternatives to prevent additional shot-cut traffic. (These alternatives included closing one end of the road, restricting turns into Willowbrook from Dog Lane, reconfiguring the island at Willowbrook and Oak Hill and signage to prevent through traffic.) After discussion, the matter was referred to staff to gather more information and data and it will be placed on the next meeting agenda.

Gurleyville Road curve near Pumping Station Road – referred to Engineering for investigation and recommendations.

Storrs Center grand opening – van Zelm presented ideas concerning the grand opening planned for Storrs Center (phase 1A) on September 26th. She asked if Dog Lane might be closed for this event. Authority members suggested instead that the event be held in the parking lot(s) along Dog Lane just north of the phase 1A buildings, citing that the closing of Dog Lane would likely send traffic down Willowbrook Road.

The meeting was adjourned at approximately 10:45 AM.

Respectfully submitted,

Lon Hultgren
Director of Public Works

Willowbrook Road Association

May 24, 2012

Dear Mayor Paterson and Members of the Mansfield Town Council:

We write to you to express once again our appreciation for your taking the time to hear our presentation several weeks ago regarding traffic issues on Willowbrook Road stemming from the Downtown development. As you probably know, several of us subsequently met with the Traffic Authority to discuss our concerns and present various options.

As the opening of the first phase of the Downtown development project approaches, we write to reiterate our concern and urge that relevant bodies—primarily including the Traffic Authority and the Town Council itself—take action *prior to the opening* to assure that potential problems be avoided before they arise. The 675 cars in the parking garage and the thousands of visitors to the residences and, soon, commercial operations will assuredly have an adverse and likely dangerous impact on our residential neighborhood, which is located just a few hundred feet from the garage. Unless action is taken this summer, we know that drivers will see Willowbrook Road as the quickest path to and from their destination. Indeed, we already see construction vehicles making regular use of our street.

The several solutions we presented each have pluses and minuses. But we all agree that something must be done and done soon.

We implore you to see that some solution is in place prior to the opening of the garage and housing. As we have said before, most of us support the Downtown development and all of us are eager to work with relevant Town officials to assure that the project works for the entire community—including those of us in closest proximity to it.

cc Mr. Lon Hultgren, Director of Public Works

<u>Name</u>	<u>Address</u>
Ron Schurin	25 Willowbrook Road
A. Joe Leibowetz	28 Willowbrook Rd.
Lead Unit	64 Willowbrook Rd.
Philip Leeds	76 " " "
Suzanne Singer Bausel	67 Willowbrook Rd.
Emily V. Schurin	25 Willowbrook Rd.

Name

Address

Geul M Lebowitz

28 Willowbrook Road

Kenna Sebec

76 Willowbrook Rd.

g P Bell (Tim Bell) 24 Willowbrook Rd.

Jamie Pociak

34 Willowbrook Rd.

Nadia Miller

Tim Sorka

MAY Sorka

Colby S.

MARIELLE SORKA

~~Peter Sorka~~

57 Willowbrook Rd

~~David Sorka~~

34 Willowbrook Rd.

Peter Miller

122 Dog Lane

Yong & Jen Sorka

85 Willowbrook Rd.

Rose Russell

67 Willowbrook Rd.



TOWN OF MANSFIELD
DEPARTMENT OF PUBLIC WORKS

Lon R. Hultgren, Director of Public Works

AUDREY P. BECK BUILDING
FOUR SOUTH EAGLEVILLE ROAD
MANSFIELD, CT 06268-2599
(860) 429-3332
Fax: (860) 429-6863
HultgrenLR@mansfieldct.org

May 29, 2012

To:

Town of Mansfield
Open Space North Eagleville Rd.
4 South Eagleville Road
Storrs, CT 06268

Dear Gentlemen/Ladies,

SUBJECT: Residents along North Eagleville Road between Hunting Lodge Road & Northwood Road

In conjunction with the University of Connecticut, the Town of Mansfield has filed plans to construct a 6 foot paved walkway on the north side of North Eagleville Road between Northwood Road and Hunting Lodge Road. An application for a wetlands permit will be received by the Mansfield Inland Wetlands Agency at its June 4, 2012 meeting.

Plans are available for inspection in the Town's Engineering Offices, 4 South Eagleville Road, Storrs, CT 06286. Questions on the project may be directed to the undersigned or Tim Veillette at the Engineering Office (860) 449-3340.

Sincerely,

Lon Hultgren
Director of Public Works
(860) 429-3332
HultgrenLR@mansfieldct.org

CC:

Tim Veillette
File

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LEGAL NOTICE
TOWN OF MANSFIELD
ACTION REPEALING AND REPLACING THE ETHICS ORDINANCE
WITH ADOPTION OF A REVISED ETHICS ORDINANCE (CODE OF ETHICS)

Following a public hearing held on February 14, 2012, at a duly warned meeting on May 29, 2012, the Mansfield Town Council adopted comprehensive revisions to the Ethics Ordinance (Ethics Code) by replacing it with a new Ethics Ordinance (Ethics Code). This Ordinance shall become effective 21 days after a summary of the Ordinance and a notice of adoption is published in a newspaper having circulation in the Town of Mansfield.

This action repeals Chapter 25 of the Mansfield Code of Ordinances (Code of Ethics) and replaces the Chapter in its entirety with the newly adopted revised Ethics Ordinance (Code of Ethics). The adopted Ordinance includes comprehensive amendments, modifications and changes to the existing Ethics Ordinance (Code of Ethics).

This document is prepared for the benefit of the public, solely for purposes of information, summarization and explanation. This document does not represent the intent of the legislative body of Mansfield for any purpose. A copy of the Ordinance is available for public inspection at the Office of the Town Clerk, Town of Mansfield, Four South Eagleville Road, Mansfield, CT 06268, and on the Town website, and will be mailed to any person requesting a copy at no charge to such person.

Dated at Mansfield Connecticut this 30th day of May 2012.

Mary Stanton
Town Clerk

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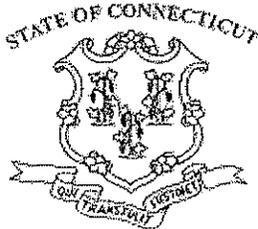
From: Tollanddem [tolland.dem@gmail.com]

Sent: Friday, May 18, 2012 10:31 AM

To: Mansfield Office Registrar; Mansfield Andrea Epling

Subject: AN ACT CONCERNING POLLING PLACES FOR PRIMARIES, REGISTRARS OF VOTERS, REGISTRY LISTS, VOTING DISTRICT MAPS, ELECTION RETURNS AND SUPERVISED ABSENTEE VOTING AT INSTITUTIONS.

here ya go



Substitute Senate Bill No. 218

Public Act No. 12-73

AN ACT CONCERNING POLLING PLACES FOR PRIMARIES, REGISTRARS OF VOTERS, REGISTRY LISTS, VOTING DISTRICT MAPS, ELECTION RETURNS AND SUPERVISED ABSENTEE VOTING AT INSTITUTIONS.

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

Section 1. Section 9-438 of the general statutes is repealed and the following is substituted in lieu thereof (*Effective from passage*):

[In] (a) Except as otherwise provided in subsection (b) of this section, in each municipality or voting district, the polling place or places for [primaries] a primary held under sections 9-382 to 9-450, inclusive, shall be the same as those used for the election to be held. When unaffiliated electors are authorized under section 9-431 to vote in the primary of either of two parties, both parties shall hold their primaries in the same room of each such polling place.

(b) The registrars of voters of a municipality may reduce the number of polling places required under subsection (a) of this section and shall designate such polling place or places not later than sixty days prior to a primary held under sections 9-382 to 9-450, inclusive, the location of which may be the same or different than of those polling places required under subsection (a) of this section. Not earlier than sixty days prior to such primary, but not later than forty-five days prior to such primary, the registrars of voters shall notify the Secretary of the State and the candidates seeking nomination to an office in such primary of the change in the polling place or places. If such a candidate objects to a change in the polling place or places, the candidate shall notify the Secretary of such objection not later than four o'clock p.m. on the thirtieth day prior to the primary. Such notification from the candidate shall be in the form of a written letter, signed by the candidate, and shall be held confidential by the Secretary. The

AN ACT CONCERNING POLLING PLACES FOR PRIMARIES, REGISTRARS OF VOTERS...

Secretary shall promptly notify such registrars of voters and any candidate seeking nomination to an office in such primary that the Secretary has received a letter of objection, which notification shall not identify the candidate who objected. If such a candidate so objects, or if a municipality's registrars of voters cannot agree upon a polling place or places for a primary, the polling place or places shall be the same as those used for the election to be held. Not later than twenty-one days prior to a primary, the registrars of voters shall send notification of the polling place for the primary, by mail, to each elector whose polling place for the primary will be different than the elector's polling place for the election, except that no registrar of voters shall be required to so notify an elector for any subsequent primary, provided the primary polling place for such elector remains the same as that which was provided for in the initial notification. If any polling place that would otherwise be open pursuant to subsection (a) of this section is closed pursuant to this subsection, the registrars of voters shall ensure that a sign is posted at such polling place providing electors with information to redirect the electors to the open polling place or places for the primary. When unaffiliated electors are authorized under section 9-431 to vote in the primary of either of two parties, both parties shall hold their primaries in the same room of each such polling place. Notwithstanding any provision of title 7 or this title, any special act, charter or ordinance, if the number of polling places are reduced pursuant to the provisions of this subsection, the number of moderators required for such primary may be reduced, if the registrars of voters so agree, provided at least one certified moderator serves each polling place.

(c) On the day of the primary, the polls shall remain open for voting from six o'clock a. m. until eight o'clock p. m.

Sec. 2. (NEW) (*Effective from passage*) Whenever a complaint is made, in writing, to the State Elections Enforcement Commission that a registrar of voters of any town is guilty of misconduct, wilful and material neglect of duty or incompetence in the conduct of such registrar's office, said commission shall investigate the charges as the commission deems proper and shall, if of the opinion that the evidence obtained warrants such action, prepare a statement, in writing, of the charges against such registrar of voters, together with a citation in the name of the state, commanding such registrar of voters to appear before a judge of the Superior Court at a date named in such citation and show cause, if any, why such registrar should not be removed from office as provided in this section. Said commission shall cause a copy of such statement and citation to be served by the proper officer upon the defendant not later than ten days before the date of appearance named in such citation, and the original statement and citation, with the return of the officer on such statement and citation, shall be returned to the clerk of the superior court for the judicial district within which such town is situated. To carry out the provisions of this section, the commission shall have power to summon witnesses, require the production of necessary books, papers and other documents and administer oaths to witnesses. Upon the day named in such citation for the appearance of such registrar of voters, or upon any adjourned day fixed by the judge before whom such proceedings are pending, the commission shall appear and conduct the hearing on behalf of the state. If, after a full hearing of all the evidence offered by the commission and by and in behalf of the defendant, the judge is of the opinion that the evidence presented warrants the removal of such registrar of voters, the judge shall cause to be prepared a written order to that effect, which shall be signed by the judge and lodged with the clerk of the superior court for the judicial district in which the defendant resides. Such clerk of the superior court shall cause a certified copy of such order to be served forthwith upon such registrar of voters, and upon such service the office held by such registrar of voters shall become vacant and the vacancy shall be filled in the manner provided in section 9-192 of the general statutes. Any witnesses summoned and any officer making service under the provisions of this section shall be allowed and paid by the state the same fees as are allowed by law in criminal prosecutions.

AN ACT CONCERNING POLLING PLACES FOR PRIMARIES, REGISTRARS OF VOTERS...

Sec. 3. Subsection (a) of section 9-7b of the 2012 supplement to the general statutes is amended by adding subdivision (19) as follows (*Effective from passage*):

(NEW) (19) To carry out an investigation of a registrar of voters in accordance with the provisions of section 2 of this act.

Sec. 4. Subsection (a) of section 9-45 of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2012*):

(a) The Commissioner of Correction shall, on or before the fifteenth day of each month, transmit to the Secretary of the State a list of all persons who, during the preceding calendar month, have been convicted in the Superior Court of a felony and committed to the custody of the Commissioner of Correction for confinement in a correctional institution or facility or a community residence. Such lists shall include the names, birth dates and addresses of such persons, with the dates of their conviction and the crimes of which such persons have been convicted. The Secretary of the State shall transmit such lists to the registrars of the towns in which such convicted persons resided at the time of their conviction and to the registrars of any towns where the secretary believes such persons may be electors. The registrars of such towns shall compare the same with the list of electors upon their registry lists and, after written notice mailed [by certified mail to each of the persons named at the last-known place of address of] to each such person, in care of the Department of Correction, shall erase such names from the registry lists in their respective towns or voting districts.

Sec. 5. Section 9-6 of the 2012 supplement to the general statutes is repealed and the following is substituted in lieu thereof (*Effective October 1, 2012*):

(a) Each registrar of voters or, in the absence of a registrar, the deputy registrar of voters, and each municipal clerk or, in the absence of a municipal clerk, one of the assistant municipal clerks shall be compensated by the municipality which the registrar or clerk represents, as provided [for] in this section, for attending two conferences a year for town clerks and registrars of voters which may be called by the Secretary of the State for the purpose of discussing the election laws [] or procedures or matters related [thereto] to such laws or procedures, including, but not limited to, compliance with the provisions of section 9-322a, as amended by this act.

(b) Each such official shall be compensated by the municipality at the rate of thirty-five dollars per day for attending each such conference, plus mileage to and from such conference at a rate per mile determined by the municipality, but not less than twenty cents per mile, computed from the office of such official or, if [he] such official has no office, from [his] such official's home to the place where such conference is being held.

Sec. 6. Section 9-169g of the general statutes is repealed and the following is substituted in lieu thereof (*Effective October 1, 2012*):

(a) The town clerk of any municipality (1) which is divided between two or more assembly districts, two or more senatorial districts or two or more congressional districts, or (2) which is not divided between any such districts but is divided into two or more voting districts for General Assembly or congressional elections, shall submit to the Secretary of the State a street map of the municipality which indicates the boundary lines of the voting districts established by the municipality in accordance with sections 9-169, 9-169a and 9-169d. The town clerk shall submit such map to the [secretary in a printed or electronic format prescribed by the secretary] Secretary (A) not later than

thirty days after any such division first takes effect, and (B) not later than thirty days after any change in any such division takes effect. Each town clerk shall submit such map in electronic format, when possible, but may submit such map in printed format when electronic submission is not possible.

(b) The Secretary of the State shall make such maps available to the General Assembly, for use by the General Assembly in carrying out its responsibilities under (1) Article XXVI of the Amendments to the Constitution of Connecticut, or any subsequent corresponding state constitutional provision, with regard to the redistricting of assembly, senatorial and congressional districts, and (2) Public Law 94-171, concerning the establishment of a plan identifying the geographic areas for which specific tabulations of population are desired in the decennial census of the United States.

(c) Any town clerk who fails to comply with the provisions of subsection (a) of this section shall be fined twenty dollars.

Sec. 7. Section 9-322a of the general statutes is repealed and the following is substituted in lieu thereof (*Effective October 1, 2012*):

(a) Not later than twenty-one days following each regular state election, the town clerk of each town divided into voting districts shall file with the Secretary of the State a consolidated listing, in tabular format, as prescribed by the Secretary of the State, of the official returns of each such voting district for all offices voted on at such election, including the total number of votes cast for each candidate, the total number of names on the registry list, and the total number of names checked as having voted, in each such district. The town clerk of such town shall certify that he or she has examined the lists transmitted under this section to determine whether there are any discrepancies between the total number of votes cast for a candidate at such election in such town, including for any recanvass conducted pursuant to section 9-311 or 9-311a, and the sum of the votes cast for the same candidate in all voting districts in such town. In the case of any such discrepancy, the town clerk shall notify the head moderator and certify that such discrepancy has been rectified. Each listing filed under this section shall be retained by the Secretary of the State not less than ten years after the date of the election for which it was filed.

(b) Each town clerk shall electronically file the consolidated listing required under subsection (a) of this section, provided the town has provided the town clerk with access to a computer. Nothing in this subsection shall be construed to require a town to purchase a computer.

(c) Any town clerk who fails to comply with the provisions of this section shall be fined twenty dollars.

Sec. 8. Subsection (a) of section 9-159q of the general statutes is repealed and the following is substituted in lieu thereof (*Effective from passage*):

(a) As used in this section and section 9-159r, as amended by this act:

(1) "Institution" means a veterans' health care facility, residential care home, health care facility for the handicapped, nursing home, rest home, mental health facility, alcohol or drug treatment facility, an infirmary operated by an educational institution for the care of its students, faculty and employees or an assisted living facility; and

(2) "Designee" means an elector of the same town and political party as the appointing registrar of voters which elector (A) is not an employee of the institution at which supervised voting is conducted, and (B) did not solicit qualifying contributions under chapter 157 for any candidate on the ballot during the election cycle in which any such candidate is seeking nomination or election to office.

Sec. 9. Subsection (a) of section 9-159r of the general statutes is repealed and the following is substituted in lieu thereof (*Effective from passage*):

(a) Notwithstanding any provision of the general statutes, [to the contrary,] if twenty or more of the patients in any institution in the state are electors, absentee ballots voted by such electors shall be voted under the supervision of the registrars of voters or their designees of the town in which the institution is located, in accordance with the provisions of this section. [As used in this section, the term "institution" shall be construed as defined in section 9-159q.]

Sec. 10. Subsection (e) of section 9-35 of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2012*):

(e) In any case in which the registrars have obtained reliable information of an elector's change of address within the municipality, they shall enter the name of such elector on the registry list at the place where the elector then resides, provided, if such reliable information is the National Change of Address System of the United States Postal Service, the registrar shall change the registry list and send the elector a notice of the change by forwardable mail and a postage prepaid preaddressed return form by which the elector may verify or correct the address information. If during the canvass the registrars determine that an elector has moved out of town and such elector has not confirmed in writing that the elector has moved out of the town, the registrars shall, not later than May first, send to the elector, by forwardable mail, a notice required by the National Voter Registration Act of 1993, P. L. 103-31, as amended from time to time, together with a postage prepaid preaddressed return card on which the elector may state the elector's current address. In the year of a presidential preference primary, the registrars shall send such notice not earlier than the date of such primary. If the registrar does not receive the return card within thirty days after it is sent, the elector's name, including the name of an elector who has not voted in two consecutive federal elections, shall be placed on the inactive registry list for four years. At the expiration of such period of time on the inactive registry list, such name shall be removed from the registry list. If such elector applies to restore the elector's name to the active registry list or votes during such period, the elector's name shall be restored to the active registry list. Such registrars shall retain a duplicate copy or record of each such notice in their office or, if they do not have a permanent office, in the office space provided under section 9-5a, and shall note on such duplicate copy or record the date on which such notice was mailed. In each municipality, any elector, upon change of residence within the municipality, may cause the elector's registration to be transferred to the elector's new address by presenting to the registrars [a signed request therefor, stating the elector's present address, the date the elector moved to such address and the address at which the elector was last registered] a new application for voter registration. The registrars shall thereupon enter the elector's name on the list at the elector's new residence; provided no transfer of registration shall be made on the registry list on election day without the consent of [both registrars] each registrar.

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**NATIONAL SOCIETY
UNITED STATES DAUGHTERS OF 1812**

National Headquarters: 1461 Rhode Island Avenue, N.W., Washington, D.C. 20005-5402

Connecticut Society, U.S. Daughters of 1812

May 21, 2012

Matthew Hart
Town Manager
Audrey Beck Municipal Building
4 South Eagleville Rd
Mansfield CT 06268

Dear Matthew,

The War of 1812 is often called "the forgotten war". If it is the forgotten war, then the veterans are too often the forgotten veterans. The U.S. Daughters of the War of 1812, Connecticut Society, are sending to every town in Connecticut a list of the known War of 1812 veterans in the hope that they will be acknowledged for their service.

The Bicentennial of the War of 1812 is here. Connecticut's role in this War is not well told. Many people in your community may not realize that veterans of the War of 1812 are buried in your local cemetery. Furthermore, for some towns, this is the only link to this War.

There were between 5,000 and 6,000 militia, soldiers and sailors from Connecticut in the War of 1812. There were also many impressed sailors and prisoners of war from Connecticut.

This list is from "An Index of Veterans of Connecticut During the Years 1812, 1813, 1814, 1815, 1816 War of 1812" by Mrs. Charles William Crankshaw. This listing provides the veteran's name, the wife's name, the rank, regiment, death date, and age of the veteran. It also provides a reference to the information source. The list also provides names of those buried in unknown cemeteries but who lived in your Town when serving. It is our hope that these men will be remembered in your Towns and communities for their service and sacrifice.

If you have additional information, we would very much appreciate knowing that.

Please let us know if we can be of further help. I may be reached at Boderwal@optonline.net or at 203-362-5274.

Sincerely yours,

Valerie J. Chase, Member USD 1812
For Betty Oderwald, President USD 1812

Tolland County - From Windham

<u>Name</u>	<u>Wife</u>	<u>Rank</u>	<u>Regt.</u>	<u>Ref.</u>	<u>Death</u>	<u>Age</u>
<u>Old Mansfield Cemetery</u> (at Mansfield Center)						
Barrows, Dan	Abigail Freeman	Corp.	5	e11	11 Feb. 1863	83
Bingham, James	----	Pr.	5	e17	29 Oct. 1818	29
Cogswell, Amos	Sarah	Pr.	5	e37	12 Feb. 1852	62
Hall, Lemuel	Mary Cushman	Musc.	5	e61	10 Mar. 1863	85
Howe, Edmund	Eunice	Q.M.	5	R13p105	10 Dec. 1834	54
Lyman, Eliphalet	Nancy	Pr.	31	e84	29 Aug. 1859	72
Salter, John, Gen.	Mary	Lt. Col.	5	e110	6 June 1831	62
Southworth, Roger	Louise M. Barrows	Adj.	5	e117	14 June 1843	67
Stowel, Warner	Marie Barrows	Pr.	5	e122	9 Dec. 1836	47
Swift, George	Eunice	Capt.	5	e123	7 Aug. 1817	38
Trumbull, John	Mary	Ens.	5	R13p105	28 Aug. 1842	64

Mt. Hope Cemetery
(on Ashford Road)

Swift, Washington	Hannah	Corp.	5Cav.	R13p107	11 Mar. 1871	89
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Gurleyville Cemetery

Chaffee, Frederick, Catherine		Pr.	5	e31	3 Apr. 1862	73
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Gurley Cemetery
(Between Storrs and Mansfield Depot)

Chamberlain, Alpheus, Lydia	--		2	e31	3 Dec. 1883	89
Chamberlain, Wilson	Abigail	Sgt.	5	e31	15 Feb. 1865	84
Loomis, Leonard	Mary	Musc.	2	e83	2 May 1862	64

<u>Name</u>	<u>Wife</u>	<u>Rank</u>	<u>Regt.</u>	<u>Ref.</u>	<u>Death</u>	<u>Age</u>
<u>Old Storrs Cemetery</u> (at Storrs College)						
Welch, Moses C. D.D.	1) Chloee	Chap.	5	c132	21 Apr. 1824	70
		d. 1786				
	2) Clarissa					
		d. 1806				
	3) Sarah					
		d. 1815				
	4) Mary					
		d. 1830				

New Storrs Cemetery

Barrows, Andrew	Sarah Storrs	Pr.	5	c11	1781-1872	91
Brown, Goddington	Mary	Pr.	30	c23	8 May 1876	82
Storrs, Ralph, Jr.	Eunice Freeman	QM. Sgt.	8	c122	25 Mar. 1861	67

Spring Hill Cemetery
(South of Spring Hill)

Bennett, Ebenezer	----	Pr.	5	c15	28 Feb. 1830	37
Bennett, Eleasar	Deborah Hull	Pr.	5	c15	31 Aug. 1849	64
Bennett, Ira	Sarah Barrows	Sgt.	5	c15	30 Aug. 1862	80
Bennett, William	Harriet	Pr.	11	c16	5 June 1880	84
Shunway, Joseph	Miriam	Pr.	2	c114	20 Mar. 1866	72
Storrs, Ired	Louise Gurley	Lt.	37 Inf.	c144 USP	3 May 1869	80

<u>Name</u>	<u>Wife</u>	<u>Rank</u>	<u>Regt.</u>	<u>Ref.</u>	<u>Death</u>	<u>Age</u>
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Ridges Cemetery

(On Stafford Springs Road near Windham Town Line)

Parkins, Joseph	Polly	Pr.	5	c100	3 Jan. 1854	68
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Durkee Cemetery

(On Alexander Nick Farm)

Topliff, Luther	----	Capt.	5	R13p105	1 May 1814	49
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Thompson Cemetery

(On William Chabot Farm)

Thompson, Samuel D.	----	Pr.	23	c125	28 Oct. 1831	37
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Of Mansfield, Marial Place Unknown

Fuller, Daniel	----	Pr.	5	c54	13 Jan. 1849	71
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Columbia Register, 13 Jan. 1849

(in New York)

Kidder, John	----	Pr.	2	c76	21 Dec. 1857	71
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(in Mansfield)

Tilden, Elisha	----	Pr.	25Inf.	c166	7 July 1825	50
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(in Mansfield)

Hartford Courant - born Windham.

Ten Fundamental Principles of Smart School Siting

For School Districts and Local Governments

1. **Collaborative Planning:** Work toward meaningful coordinated planning with [local government/s], with the goal of sharing data, addressing joint needs regarding school locations, ensuring due consideration of environment impact and other siting factors, and encouraging residential and mixed-income residential development near school sites.
2. **Long-Term Data-Driven Planning:** Engage in long-term planning, based on data including projected student enrollment, demographics, residential density of children, anticipated development, and student transportation costs. Provide a substantial role for public input.
3. **Account for All Costs:** Consider all costs and benefits of different options, not only the cost of construction and land acquisition, but also the cost of required street and utility infrastructure, transportation to the site, and disposal of closed facilities; assess costs and benefits not only for the school district, but also for students, families, staff, local jurisdictions, and the community.
4. **Co-Location and Shared Use:** Consider making it feasible for students and the larger community to share resources (e.g., libraries, gymnasiums, parks, fields) by locating facilities near to each other and, where desired, through joint use agreements detailing use and responsibility will be shared.
5. **Preference for Renovation:** Consider renovating existing facilities before building new, especially where historic facilities are in question.
6. **Diverse, Walkable Schools through School Siting and Assignment Policies:** Work toward schools that allow students and staff to walk and bicycle, and serve a student body that represents the racial, ethnic, and socioeconomic diversity of the community's students and families. Ensure that both school location and also student attendance zones/assignment policies support walkability and diversity.
7. **Equity in School Facilities:** In weighing determinations about school construction, closures, and rehabilitation, consider equity of school facilities to avoid providing some students with a learning environment that is inferior to that provided to others.
8. **Health Impacts:** Take all health impacts of proposed sites into account (through a health impact assessment or another methodical analysis of health impacts), including the location's supportiveness and safety for physical activity; air pollution and asthma levels; past or present toxic contamination of site or nearby areas; and nearby sources of pollution or toxic contaminants, such as highways, industrial facilities, or pesticide applications.
9. **Safe Routes to School:** Support Safe Routes to School¹ programs to maximize opportunities for walking and biking to school.
10. **Safe Infrastructure for Walking, Bicycling, and Public Transportation in School Vicinity:** Improve the safety and convenience of travel by foot, bike, and public transportation near schools and on school property by providing safe infrastructure.

¹ For more information about safe routes to school programs, see websites for the National Center for Safe Routes to School (www.saferoutesinfo.org) and Safe Routes to School National Partnership (www.saferoutespartnership.org).

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