



**TOWN OF MANSFIELD
TOWN COUNCIL MEETING
Monday, September 24, 2012
COUNCIL CHAMBERS
AUDREY P. BECK MUNICIPAL BUILDING
7:30 p.m.**

AGENDA

Page

CALL TO ORDER

ROLL CALL

APPROVAL OF MINUTES 1

OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

REPORT OF THE TOWN MANAGER

REPORTS AND COMMENTS OF COUNCIL MEMBERS

OLD BUSINESS

1. Storrs Center Update (Item #1, 09-10-12 Agenda) (No attachment)
2. Community/Campus Relations (Item #1, 05-14-12 Agenda) (No attachment)

NEW BUSINESS

3. Assisted/Independent Living Project Update 11
4. Child and Adult Care Food Program Application for Mansfield Discovery Depot 19
5. Taxation of UConn-affiliated Uses 25
6. Application to Connecticut Main Street Investment Fund - Storrs Center Downtown Enhancement Plan 27
7. Farm/Agriculture Tax Abatements - Amendment to FY 2012/13 Operating Budget..... 57

QUARTERLY REPORTS..... 59

DEPARTMENTAL AND COMMITTEE REPORTS 121

REPORTS OF COUNCIL COMMITTEES

PETITIONS, REQUESTS AND COMMUNICATIONS

8. B. Anderson (09/10/12) - Connecticut Voices for Children, "About Family Security Issues" 145
9. B. Anderson (09/10/12) - Worker/Employee Misclassification FAQs 147
10. Legal Notice: Historic District Commission..... 149
11. Legal Notice: Zoning Board of Appeals 151
12. Proclamation in Recognition of October 20-26, 2012 as National Friends of Libraries Week..... 153

13. Press Release: \$10.9 Million in Federal Grants Awarded to 31 CT Towns.....	155
14. Department of Economic and Community Development re: AWARD LETTER – Small Cities Grant #SC1207801, \$300,000 for Housing Rehabilitation.....	159
15. Connecticut Town & City, “Review of state planning regions has huge implication for towns, cities”	161
16. Naubesatuck Watershed Council re: Hazardous Waste Storage Facility Siting.....	163
17. Willimantic River Review, Fall 2012.....	171

FUTURE AGENDAS

EXECUTIVE SESSION

ADJOURNMENT

Following adjournment per CGS §1-200(2) the Council will meet to discuss strategy and negotiations with respect to collective bargaining for units represented by IAFF.

SPECIAL MEETING – MANSFIELD TOWN COUNCIL
August 27, 2012

Mayor Elizabeth Paterson called the special meeting of the Mansfield Town Council to order at 5:30 p.m. at 9 Dog Lane Mansfield, Connecticut.

I. ROLL CALL

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

II. TOUR OF STORRS CENTER

Council members participated in a tour of Storrs Center including the parking garage.

III. AJOURNMENT

The meeting adjourned at 7:00 p.m.

Elizabeth Paterson, Mayor

Mary Stanton, Town Clerk

August 27, 2012

SPECIAL MEETING – MANSFIELD TOWN COUNCIL
September 6, 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. ROLL CALL

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

II. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE COUNCIL

Brian Anderson, Ridge Road, objected to the possibility of conducting the school building referendum on a date other than November 6, 2012, the date of the General Election. Mr. Anderson objected to disfranchising the students, who are voters in Mansfield.

Ric Hossack, Middle Turnpike, spoke against the two school plan and against holding the referendum on Election Day.

Greg Shangold, Beacon Hill Drive, objected to holding the referendum on Election Day as the students do not pay taxes and the students who feel the vote is important would be able to vote on whatever day the referendum is held.

Greg Zlotnick, Wormwood Hill Road, agreed with the previous two speakers regarding the date of the referendum and is concerned that the general economic conditions of the next five to ten years will be challenging. Teachers make the schools.

Arthur Wright, Hillyndale Road, believes the objection to students voting because they do not pay taxes is irrelevant because tax payments are included in their rent. Mr. Wright has thought about the issue and reviewed the considered options. He is in favor of the Town Council's recommendation.

JoAnn Nolan, Beech Mountain Road, expressed concern stating that such an important decision should not be held on Election Day.

Don Nolan, Beech Mountain Road, is not in favor of holding the referendum on Election Day as the students do not have an interest in the project.

Jim Raynor, Moulton Road, spoke in support of holding the referendum on a day other than November 6, 2012. Anyone who is eligible to vote will be able to do so on the day chosen.

Arthur Smith, Mulberry Road, thanked the Council and staff for the time given to the informational sessions and questioned why the decision was made not to include a student location among the sessions. Mr. Smith also raised questions regarding the cost of water, the cost of project overruns, the square footage of the original buildings and other issues.

Mayor Paterson, in response to Mr. Smith's comments, stated no meeting was held to decide on the locations of the informational sessions. The Town Manager

September 6, 2012

and the Mayor had an informal conversation regarding the locations but the issue of not having sessions on campus, never came up.

Robin Weiner, Birchwood Heights Road, thanked the Town Council and speakers for their comments and spoke in support of fixing up the schools. Ms. Weiner is concerned about the tax implications of the project.

Michael Zito, Westgate Lane, attended several of the sessions and expressed his belief that the date of the vote is important. Having the referendum on a day other than Election Day would support the best interest of the townspeople but would still allow all eligible voters to vote.

Genevieve McGann, Cedar Swamp Road, thanked the Town Council and Board of Education for their work and stated the referendum will have a huge impact on the average taxpayer.

Susan Zito, Westgate Lane, noted that many she has spoken to about this project are concerned about the financial impact, as they are on fixed incomes. Many of these residents have lived in Town for a long time and would like to remain in Mansfield. Ms. Zito does not support the project.

Jim Greene, Beacon Hill Road, asked the Council to change the date so when residents do come out to vote they will have made a conscious decision to vote.

III. OLD BUSINESS

1. School Building Project

Council members reviewed the discussions and concerns they heard at the school building referendum information sessions. These concerns include the cost of the project; the effect on the taxpayers and subsequent budgets; the uncertainties regarding the economy; current and proposed building projects; the fact the proposed two school option is the most cost-effective in the long run; and the expected revenues from the Storrs Center development.

Mr. Shapiro moved and Mr. Kochenburger seconded to move that the Council direct the town staff to investigate the possibility of building two new elementary schools sequentially over a multi-year period and report back to the Council no later than the end of the calendar year. This report shall also address the possibility of phasing in improvements to Mansfield Middle School.

Discussions ensued regarding the belief of some members that the two school project is still the preferred option; the uncertainty of the impact of the Storrs Center project; the impact of the proposed hiring of new faculty and the development of the technology park; and whether or not the repair option has been fully explored.

Council members expressed their thanks to Town Manager Matt Hart, Director of Finance Cherie Trahan, and the rest of the building team for all their work.

September 6, 2012

The Town Manager will consult with bond counsel as to whether the two school project, as described, should be presented to the voters in a single referendum or if, since they are to be built sequentially, will require two referenda. Mr. Hart will also establish a timeline for the project.

Ms. Wassmundt raised a point of order regarding the ability to discuss the offered motion as this is a special meeting and limited to the subjects listed on the agenda.

The Chair ruled the subject matter of the special meeting is the school building project and the motion is therefore in order.

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

Ms. Keane moved and Mr. Freudmann seconded that members of the Town Council, the Town Manager and the Finance Director arrange a meeting with our legislators to work on the possibility of making legislative changes to our reimbursement rates for school renovations.

Ms. Keane requested a member of the minority be included in the discussions. These discussions will be arranged after the November elections.

The motion passed unanimously.

IV. AJOURNMENT

Mr. Paulhus moved and Mr. Shapiro seconded to adjourn the meeting at 8:30 p.m.

Motion passed unanimously.

Elizabeth Paterson, Mayor

Mary Stanton, Town Clerk

September 6, 2012

REGULAR MEETING – MANSFIELD TOWN COUNCIL
September 10, 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: Freudmann, Keane, Kochenburger, Moran, Paterson, Ryan, Schaefer, Shapiro (8:00 p.m.)

Excused: Paulhus

II. APPROVAL OF MINUTES

Mr. Ryan moved and Ms. Moran seconded to approve the minutes of the August 27, 2012 meeting as corrected by the Town Clerk. Motion passed unanimously.

III. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

Saul Nesselroth, Hillyndale Road, spoke in favor of a responsible contracting ordinance. Mr. Nesselroth noted it would provide local skilled workers with jobs, produce products of better quality, more efficiently, and allow union and non-union companies to bid on jobs as long as they meet the standards of the ordinance. Any ordinance should include apprenticeship provisions, prevailing wage standards and local and minority hiring practices.

Robert Korvo, Wallingford, CT, knows of no state or federal laws requiring apprenticeships, but he feels they are important opportunities for workers to learn valuable trades.

Clare King'oo, Lebanon Square, supports the adoption of a responsible contracting ordinance as an opportunity for a positive change in northeast Connecticut and as a help to the local economy.

Scott Opperman, Storrs Road, spoke in support of the ordinance.

Dean Pilati, Willington, CT, representing the New England Regional Council of Carpenters commented on the importance of an apprentice program.

Ric Hossack, Middle Turnpike, asked if the Erhland signs violate the Town's sign ordinance and questioned why the Council was bothering to craft an ordinance since most of the issues are covered by state law. Mr. Hossack requested information on the overruns in the Fire Department budget.

Bart Pasaconis, South Windsor, noted a responsible contracting ordinance gives contractors an opportunity to employ apprentices at a lower rate, thereby saving money while providing training opportunities. He suggested the Council keep it simple.

Jean de Smet, Windham, thanked the Council for considering such an ordinance and spoke to her own experience as an electrician. Ms. de Smet would like to have the protections that other workers enjoy.

Jay Rueckl, South Eagleville Road and a member of the Board of Education, suggested in addition to looking at building the schools sequentially, the Council explore the cost benefits of structuring the debt differently.

Brian Anderson, Ridge Road, spoke in favor of a responsible contracting ordinance. Mr. Anderson commented such an ordinance would have a positive effect on the economy if

September 10, 2012

wage earners are earning an adequate wage. (Submitted materials to be included in the next Council packet)
Mr. Shapiro joined the meeting.

Peggy Beckett-Rinker, Hillside Circle, stated it makes sense to hire contractors who hire local workers. She is in support of the prevailing wage, nondiscriminatory hiring and an apprenticeship program.

Betty Wassmundt, Old Turnpike Road, asked if Mansfield has a problem that needs this ordinance. Ms. Wassmundt requested speakers, with special affiliation, identify themselves prior to speaking and asked how this will affect Mansfield's freedom. She also asked the Council to closely review the Town/Schools agreement before adoption.

Greg Semenza, Woods Road, expressed his appreciation of the Council's willingness to consider adopting such an ordinance. Mr. Semenza notes several other towns in the state have adopted similar provisions which may serve as models.

Scott Smith, Gurleyville Road, completed a four year apprenticeship program which has served him well.

Greg Zlotnick, Wormwood Hill Road, runs an open shop with 30-hour OSHA certified workers and asked why the Council is trying to increase the bottom line for taxpayers. Mr. Zlotnick asked why some of the speakers are not residents of Mansfield.

Jim Hodrinsky, Warrenville Road, trained workers for many years and commented we have a vocational school system which cannot meet the need to provide quality workers. He asked the Council to explore all available options.

Ms. Moran moved and Mr. Schaefer seconded to move Item 2, Reapportionment of Regional School District #19, prior to the Town Manager's report.
The motion passed unanimously.

IV. REPORT OF THE TOWN MANAGER

The Town Manager presented his written report.

Ms. Keane noted that a letter was received by Council members which stated EDR recently reported it has leased 236 beds, not 127 apartments.

Mr. Freudmann requested a discussion of taxes realized from the Nathan Hale Hotel and other entities on campus be scheduled. Mr. Hart suggested these issues be discussed under the general heading of the Tech Park, which will be scheduled on a future agenda.

Mr. Ryan asked for an update on the proposal to acquire electrical power from the Kirby Mill. Mr. Hart reported staff is still reviewing the various proposals and will schedule a discussion with the Council once a potential agreement has been identified.

Ms. Moran noted that nowhere in the materials distributed regarding a responsible contracting ordinance is there a discussion requiring mandatory union membership.

V. REPORTS AND COMMENTS OF COUNCIL MEMBERS

Mayor Paterson noted the passing of lifetime resident Isabelle Knowlton Atwood. Isabelle was very active in the Town and loved Mansfield. Mansfield has lost a very valued community member.

September 10, 2012

Mayor Paterson commented on a complimentary article in the Daily Campus regarding the work of Sergeant Cournoyer. The Mayor commended Sgt. Cournoyer, his staff and UConn's staff for their fine work.

Members of the Council are invited to march in the Festival on the Green parade.

Mr. Freudmann spoke to his desire to identify offsets to revenue losses as a result of the recently enacted farm ordinances. After some discussion regarding the role of the Council in this matter, Mr. Kochenburger moved and Mr. Freudmann seconded to add the item to a future agenda. Motion passed unanimously.

VI. OLD BUSINESS

1. Storrs Center Update

Town Manager Matt Hart reported the construction is continuing and updated the Council regarding the drainage outfall pipe which is draining into the temporary detention pond near the garage. This pond will be filled in after it serves its purpose. The Town Manager will send an email to determine whether a special meeting on September 13th at 7:30 p.m. to discuss a number of issues in executive session will work for the majority of Council members.

The Town Manager will check to see when the Store 24 Plaza is scheduled to be demolished. Director of Finance Cherie Trahan explained the three million dollar payment from Leyland for infrastructure work will not happen until the designated projects begin. These items are identified in the developer's agreement and will be provided at the next meeting.

VII. NEW BUSINESS

2. Reapportionment of Regional School District #19

Reapportionment members Bruce Clouette and April Holinko updated the Town Council on the reapportionment process. The Committee has agreed, and the State Board of Education has approved a plan which revises the weight allocated to each member's vote. A referendum question will be placed on the November 6, 2012 ballot.

3. Responsible Contracting Provisions in Municipal Construction Contracts

Council members discussed the perceived benefits and disadvantages of a responsible contracting ordinance.

Mr. Ryan moved and Mr. Schaefer seconded to form an ad hoc committee to investigate a responsible contracting ordinance.

The ad hoc committee will gather information regarding what other similar sized towns do and whether or not there is evidence a better product is produced as a result of this type of ordinance.

The motion passed with all in favor except Mr. Freudmann and Ms. Keane who voted in opposition.

If any Town Council members are interested in serving please contact the Mayor.

4. Agreement between the Town of Mansfield, Mansfield Board of Education and Region 19 Board of Education for Financial Management, Information Technology, Risk Management, and Employee Benefits Services

Assistant Town Manager Maria Capriola and Director of Finance Cherie Trahan described the modifications to the agreement. The scope of services has not changed nor has the payment structure, but the services have been more fully defined.

Ms. Trahan will report back to the Council concerning how benefits are shared among the entities sharing the positions.

Mr. Ryan moved and Mr. Shapiro seconded, effective September 10, 2012, to authorize the Town Manager to execute the Agreement between the Town of Mansfield, the Mansfield Board of Education and the Region 19 Board of Education for Financial

September 10, 2012

Management, Information Technology, Risk Management and Employee Benefits Services, for a term commencing on July 1, 2012 and expiring on June 30, 2015.
Motion passed unanimously.

5. Quarterly Financial Reports

Mr. Ryan, Chair of the Finance Committee, moved, effective September 10, 2012, to accept the Financial Statements dated June 30, 2012.
Motion passed unanimously.

6. Year End Budget Transfers for FY 2011/12

Chair of the Finance Committee, Mr. Ryan offered the following resolution:
Resolved, effective September 10, 2012, to adopt the Year End Budget Transfers for FY 2011/12, as presented by the Director of Finance in her correspondence dated September 10, 2012.
Motion passed by all.

7. Capital Improvement Program Closeouts/Adjustments

Mr. Ryan, Chair of the Finance Committee moved, effective September 10, 2012, to approve the adjustments to the Capital Projects fund, as presented to the Director of Finance in her correspondence dated September 10, 2012.
Motion passed by all.

VIII. DEPARTMENTAL AND COMMITTEE REPORTS

No comments offered.

IX. REPORTS OF COUNCIL COMMITTEES

Ms. Moran extended the opportunity for Council members to complete their Town Manager evaluations until tomorrow afternoon.
By consensus the Council agreed to continue the existing policy regarding feral cats.

X. PETITIONS, REQUESTS AND COMMUNICATONS

8. G. Haddad re: School Building Project
9. D. Hoyle re: Interstate Reliability Project
- 10.A. Mele re: CL&P's Interstate Reliability Project
- 11.J. Raynor re: School Building Project
- 12.A. Smith re: Connecticut Freedom of Information Act
- 13.M. Hart re: Reappointment to Conservation Commission – Q. Kessel
- 14.M. Hart re: Reappointment to Conservation Commission – S. Lehman
- 15.L. Painter re: Conservation and Development Policies: A Plan for Connecticut (DRAFT) – Mr. Hart will ask if there are any significant conflicts with the Town's Plan.
- 16.Press Release: National Senior Center Month celebration at the Mansfield Senior Center
- 17.Proclamation in Recognition of September 2012 as Senior Center Month
- 18.Government Finance Officers Association re: Certificate of Achievement for Excellence in Financial Reporting for Cheryl A. Trahan – Mr. Kochenburger thanked Ms. Trahan for the extraordinary service she provides to the Town.
- 19.Community Connections "United Services announces plans for new Mansfield Center" Summer 2012 227
- 20.Issues & Trends "Bankruptcy – Don't Panic" August 2012

XI. FUTURE AGENDA

No additional agenda items were requested.

XII. ADJOURNMENT

Ms. Moran moved and Mr. Ryan seconded to adjourn the meeting at 9:50 p.m.
Motion passed unanimously.

September 10, 2012

Elizabeth Paterson, Mayor

Mary Stanton, Town Clerk

September 10, 2012

PAGE
BREAK



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *Matt*
CC: Kevin Grunwald, Director of Human Services; Maria Capriola,
 Assistant Town Manager;
Date: September 24, 2012
Re: Assisted/Independent Living Project Update

Subject Matter/Background

The Town of Mansfield continues to be committed to supporting the development of an independent/assisted living facility in town, and has identified Masonicare as a preferred developer for this project. Masonicare has proposed a model of service delivery, which Susan Brecht points out, "is actually consistent with CT state regulations which license the service provider rather than the property itself. A community where assisted living services are provided is referred to as a Management Residential Community (MRC) and the service provider is licensed as an Assisted Living Services Agency (ALSA)."

At Monday's meeting, Masonicare will provide an update to the Town Council regarding the status of the proposed project, and an overview of the scope of services that they are able to offer in addition to residential services. They will also report on the results of their recent conversation with the Governor's office concerning the need for access to a public water supply to support the MRC.

Recommendation

Staff recommends that the Town Council continue to work collaboratively with Masonicare to define the scope of services that will be offered at this facility and to ensure the development of an independent/assisted living facility that meets the needs of Mansfield's senior residents. Staff will also continue to participate in the process to prepare an environmental impact evaluation of potential water supply options designed to serve both university and municipal uses, including Masonicare's proposed project.

Attachments

- 1) Assisted Living/Managed Residential Communities Fact Sheet
- 2) Housing Options Chart
- 3) Services: Masonicare Home Health & Hospice

Facts About Assisted Living

According to the Assisted Living Federation of America, factors contributing to the growth and popularity of the assisted living industry include:

- The aging of the American population, including the dramatic increase in the number of persons aged 85 and older. According to information summarized from the U.S. Bureau of Census, the population of people 85 and older is expected to increase by 33.2 percent between the years 2000 and 2010.
- According to census figures, about 6.5 million older people need assistance with daily living activities. As the number of older Americans continues to increase, that number is expected to double by 2020.
- The continued increase in the number of older people who live alone. Women continue to outlive men, and the likelihood that either men or women will live alone increases with age. Societal factors, such as rising divorce rates and the growing numbers of people choosing not to marry, also contribute to this trend.
- Changes in the role of women, who traditionally have been the primary caregivers of older people. The number of women in the work force grew from 20.5 percent in 1915 to more than 50 percent in 1995.
- The increased net worth of older people. The number of persons 80 or older with incomes sufficient to afford assisted living has increased; over 57 percent had incomes topping \$15,000 in 1999, and over 38 percent had incomes of at least \$25,000.*
- The emergence of managed care and integrated delivery healthcare systems. As the nation looks for ways to make health care more affordable, assisted living stands as a less costly alternative to nursing homes or home health care. On average the per-diem rate for assisted living in a private room is about two-thirds that of an equivalent room in a nursing home.

*Source: Claritas, Inc., a demographics firm

Definitions

- **Assisted living** - A residential setting that offers choices in personal care and health related services.
- **Independent Living** - Residential living setting for elderly or senior adults that may or may not provide hospitality or supportive services. Under this living arrangement, the senior adult leads an independent lifestyle that requires minimal or no extra assistance. Generally referred to as elderly housing in the government-subsidized environment, independent living also includes rental assisted or market rate apartments or cottages where residents usually have complete choice in whether to participate in a facility's services or programs.
- **Congregate Housing** - Similar to independent living except that it usually provides convenience or supportive services like meals, housekeeping, and transportation in addition to rental housing.
- **Continuing Care Retirement Community** - A community that offers several levels of assistance, including independent living, assisted living and nursing home care. It is different from other housing and care facilities for seniors because it usually provides a written agreement or long-term contract between the

resident (frequently lasting the term of the resident's lifetime) and the community, which offers a continuum of housing, services and health care system, commonly all on one campus or site.

- **Nursing Home** - Provides 24-hour skilled care for the more acute patients. Patients generally rely on assistance for most or all daily living activities (such as bathing, dressing and toileting).

Housing Options Chart

Note: A vast majority of older adults and persons with disabilities are able to remain in their home by accessing care and support services through the community. Find more information on [Finding Care and Supports](#) section of the website at www.ct.gov/longtermcare.

*For more information on Paying for housing and services, please visit the [Paying for Your Needs](#) section of this website.

	"Age-Restricted" Communities (apartments, co-ops, condos, and houses)	Continuing Care Retirement Communities	Elderly & Disabled Housing (Subsidized rental housing)	Congregate Housing	Residential Care Homes	Assisted Living Services/ Managed Residential Communities	Nursing Homes
General Description	Private, separate residences designed for home maintenance free living	Private, residential lifestyle (with the opportunity for independence and the assurances of long-term health care)	Private apartments with full kitchen, living, sleeping and bathing areas	Private, apartment style living arrangement	Private or semi-private rooms and baths	Private, apartment style living arrangements	Private or semi-private rooms and baths
Age Requirement	55 and over or 62 and over	Age restricted, requirement varies by community	Age 62 and over Age 18 and over receiving Social Security Disability (SSD) or Social Security Income (SSI)	62 and over and frail	Age requirement can vary according to the home's policy	Primarily age 55 and older	None
Availability of Services	Low	Low to High Based on need	None	Moderate (Many offer assisted living services)	Moderate	Moderate to High	High Around the clock (intensive) care
Meals	No	Yes	No	At least one meal a day (common dining)	3 meals a day	3 meals a day	3 meals a day

				area)			
Housekeeping	Some offer	Yes	No	Yes	Yes	Yes	Yes
Social/ Recreational	Some offer	Yes	Yes	Yes	Yes	Yes	Yes
Transportation	Some offer	Yes	Some offer	Some offer	No	Generally	Arranged medical transportation only
Assistance with Activities of Daily Living (i.e. bathing, dressing...)	No	Yes	No	No - however some offer assisted living services	Yes Including monitoring medication	Yes Including monitoring medication	Yes
Nursing Care	No	Yes	No	No	No	No	Yes
*Options for paying for this type of housing	Private Pay Rentals (can free up equity to supplement income)	Private Pay Long-Term Care Insurance Policies	Private Pay Elderly Rental Assistance Program (RAP) 1/3 of income	Private Pay State Subsidies	Private Pay State Supplement/ Aid to the Aged, Blind and Disabled Funds	Private Pay Long-Term Care Insurance Policies State subsidy for a few pilot programs.	Private Pay Long-Term Care Insurance Policies Medicaid (Title 19) Limited Medicare part A
*Options for Paying for Services	Private Pay LTC Insurance State of CT Home Care Program for Elders	Private Pay LTC Insurance State of CT Home Care Program for Elders	Private Pay LTC Insurance State of CT Home Care Program for Elders	Private Pay LTC Insurance State of CT Home Care Program for Elders	Private Pay LTC Insurance State of CT Home Care Program for Elders	Private Pay LTC Insurance State of CT Home Care Program for Elders	Private Pay LTC Insurance Medicaid (Title 19)
Traditionally serving those individuals who are...	Self-sufficient who wants to enjoy maintenance free living	Healthy to chronically ill	Self-sufficient and with limited income	Basically self-sufficient but in need of a little help and with limited income	Does not need full nursing home care, but requires, nursing/health care, and assistance with ADLs.	Need help with activities of daily living, but not constant medical ~ and has financial resources	Post-operative recuperation, or complex medical care needs

Waiting Lists	No	No	Yes Multi-years in many cases	Yes	Yes	No	Yes
Oversight Regulated by ...	Town Zoning and Planning Board	CCRC's are not licensed, though various components of their health care packages are licensed by the State of CT Dept. of Public Health	US Dept. of Housing and Urban Development, State of CT Dept. of Public Health Generally not licensed, however publicly assisted Elderly Housing may have some requirements	State of CT Dept. of Economic and Community Development	State of CT Department of Public Health	Assisted living facilities are not licensed in CT	State of CT Department of Public Health
Resident rights...		DSS LTC Ombudsman Program only for Assisted Living Services and Nursing Home Services				DSS LTC Ombudsman Program	DSS LTC Ombudsman Program

Services: Masonicare Home Health & Hospice

- Masonicare's home healthcare services, delivered through Masonicare Home Health & Hospice, can support wide-ranging needs, helping people of all ages recover following surgery, cope with a disability or chronic illness, complete tasks of daily living, or manage the end of life.
- Home healthcare is a great way to stay independent in your own home.
- Experienced healthcare professionals provide care 7 days a week from several locations across the state to provide care.
- The Masonicare HelpLine is free and confidential. Knowledgeable representatives, available by phone or email, respond to inquiries regarding senior healthcare and retirement living and offer assistance in accessing and using services, agencies and programs in Connecticut that are important but can be confusing to seniors.
- We also help seniors and families explore Masonicare's wide-ranging continuum of care.
- For example, we might:
 - Refer callers to an appropriate assessment program when they express concern that a loved one's memory loss has become an issue
 - Offer suggestions that can help a family find a solution when they're worried about the safety of a loved one living alone
 - Explore the various retirement living options available for seniors in Connecticut
- The Masonicare HelpLine is a vital resource that provides guidance and support to individuals, families and caregivers who need direction and don't know where to turn for help.

PAGE
BREAK



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant Town Manager; Mary Jane Newman,
 Director of Mansfield Discovery Depot
Date: September 24, 2012
Re: Child and Adult Care Food Program Application for Mansfield
 Discovery Depot

Subject Matter/Background

Attached please find a proposed application to the Child and Adult Care Food Program (CACFP), to help fund the food service operation at the Mansfield Discovery Depot. The CACFP is a Federal program that provides healthy meals and snacks to children and adults receiving daycare. The program plays a vital role in improving the quality of daycare and making it more affordable for many low-income families.

The CACFP operates on a reimbursement-basis. At the state level, the Connecticut Department of Education's Office of Child Nutrition administers the program. In order for the Discovery Depot to receive funding from the CACFP, the Town must serve as the sponsoring municipal agency. The Town has served in this role for several years, and there is no financial impact to the municipal budget.

Financial Impact

The Discovery Depot is requesting \$37,225.00 to fund the food program.

Recommendation

Because the CACFP funding is essential to the food service operation of the Discovery Depot, staff recommends that the Council authorize the Town Manager to submit the application as presented.

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

Resolved, effective September 24, 2012, to authorize the Town Manager, Matthew W. Hart, to submit the attached application to the Connecticut Department of Education's Child and Adult Care Food Program (CACFP), to help

fund the food service operation at the Mansfield Discovery Depot, and to execute any related grant documents.

Attachments

- 1) Excerpts from FY 2012-13 CACFP Application Renewal

Child and Adult Care Food Program Center Budget				
Agreement Number	Sponsor Name	Federal ID (FEIN)	Program Year	Revision No.
078AIC	Mansfield Discovery Depot (Town of Mansfield)		2013	0
For All Institutions				
Proposed Annual CACFP Food Service Operating Budget				
1.	Food purchases			35,000.00
2.	Non-Food Supplies			2,225.00
3.	Postage/Printing			
4.	Food Service Labor and Taxes			
5.	Fringe Benefits			
6.	Equipment Purchases (\$5,000 and over)			
7.	Utilities charged to CACFP (describe method of cost allocation)			
8.	Contracted Services charged to CACFP (describe method of cost allocation)			
9.	Equipment Rental / Lease (describe method of cost allocation)			
10.	Other (specify)			
Total Projected Operating Budget				37,225.00
11.	<input checked="" type="radio"/> Yes <input type="radio"/> No We use CACFP meal reimbursement for administrative expenses. If yes, we understand that at least 85% of the meal reimbursement must go toward the operating costs. Supporting documents are maintained on file for the required time frame			
Proposed Annual Administrative Budget				
12.	Administrative Labor			
13.	Office Supplies			
14.	Transportation for facility monitoring			
15.	Office Rent and Maintenance			
16.	Utilities (unless included with rent)			
17.	Other (specify)			
Total Projected Annual Administrative Expenses				0.00
Created By: 078AICp on: 09/05/2012		Modified By: 078AICp on: 09/05/2012		

Site Information

Site Application					
Agreement Number	Sponsor Name	Site Number	Site Name	Program Year	Revision No.
078AIC	Mansfield Discovery Depot (Town of Mansfield)	1	Mansfield Discovery Depot	2013	0
1. Site Address					
Address:	50 Depot Road				
City:	Storrs				
State:	CT				
Zip:	06268				
2. CACFP Contact Information					
Phone: e.g.,(555) 555 - 5555	(860) 487-0062	Ext. 111			
Fax: e.g.,(555) 555 - 5555	(860) 429-0646				
3. Program Type					
<input type="checkbox"/> Adult Day Care	<input checked="" type="checkbox"/> Emergency Shelter	<input checked="" type="checkbox"/> School Readiness			
<input checked="" type="checkbox"/> Child Day Care	<input type="checkbox"/> Outside School Hours Care Center(OSHCC)				
<input type="checkbox"/> Head Start	<input type="checkbox"/> After School 'At Risk'				
4. Organization Type					
<input type="radio"/> Profit	<input checked="" type="radio"/> Non-Profit				
5. Months CACFP Meals will be Claimed					
<input type="checkbox"/> All Months					
<input checked="" type="checkbox"/> Oct	<input checked="" type="checkbox"/> Nov	<input checked="" type="checkbox"/> Dec	<input checked="" type="checkbox"/> Jan	<input checked="" type="checkbox"/> Feb	<input checked="" type="checkbox"/> Mar
<input checked="" type="checkbox"/> Apr	<input checked="" type="checkbox"/> May	<input checked="" type="checkbox"/> Jun	<input checked="" type="checkbox"/> Jul	<input checked="" type="checkbox"/> Aug	<input checked="" type="checkbox"/> Sep
6. Days and Hours of Operation					
Days Site will be open:					
<input type="checkbox"/> Monday - Friday Only					
<input checked="" type="checkbox"/> Mon	<input checked="" type="checkbox"/> Tue	<input checked="" type="checkbox"/> Wed	<input checked="" type="checkbox"/> Thu	<input checked="" type="checkbox"/> Fri	<input type="checkbox"/> Sat <input type="checkbox"/> Sun
Hours Site will be open:					
<input type="checkbox"/> Site is open 24 hours					
Open:	07:00 am	Close:	05:30 pm		
7. Age Range of Enrolled Participants					
Age Range of enrolled participants: from _____ to 6					

Site Information

Yes No Does this site care for infants under the age of 1 year?

8. License/Approval Information

License/Approval Type: Day Care License

Day Care License Number: 13856

License Capacity: 116

License Expiration Date: 05/28/2014

Age Range of Children on license: from 0 to 6

Shelters and After School "At Risk": Fire Marshal Local Health Dept

NOTE: New child care centers only, submit copy of license; if pending, submit copy of final inspection report

9. Number of Eligible Enrolled Participants

Free	Reduced	Over Income	Total
10	7	89	106

10. After-School At-Risk Eligibility

A. Name of public school(s) serving the area where the center is located

B. Indicate type of education or enrichment activities provided at the center. Check all that apply.

- Arts/Music
- Homework assistance
- Life skills
- Computer lab
- Mentoring
- Counseling
- Character and Leadership development
- Reading room/library
- Fitness and Recreation
- Study aids
- Health skills
- Tutoring

Other:

11. Emergency Shelter Eligibility

- Yes No This site provides temporary shelter and food services to homeless children.
- Yes No A daily enrollment roster is maintained for every child in residence at the shelter
- Yes No The shelter assures that it will only claim reimbursement for meals served to children 18 years of age or under who reside there.
- Yes No Meals claimed for CACFP reimbursement are served in a congregate setting (an exception may be made for infants from birth through age 11 months).

12. Adult Care Center Information Only

- Yes No Will this adult center limit its reimbursement to meals served only to enrolled participants who remain in the community and reside with family members or other caregivers who would benefit from the respite which adult care service could provide?
- Yes No Does this adult center offer a structured, comprehensive program that provides a variety of health, social and related support services to enrolled adult participants?
- Yes No Does this adult center have approval to provide day care services to functionally impaired adults in a group setting outside their home on a less than 24-hour basis?
- Yes No Does this center serve adults over 60 years of age?

Site Information

- Yes No Does this center serve functionally impaired adults under 60 years of age?
- Yes No Does this center have individual plans of care for all functionally impaired adults who are enrolled and participating in the Child and Adult Care Food Program?
- Yes No Does this center receive reimbursement under Title IIIc of the Older Americans Act?
- Yes No Does this center receive reimbursement from the Child and Adult Care Food Program and funding from the Title IIIc for the same meals?

13. For Profit Eligibility

Child Day Care Centers Only:

Indicate the number of eligible participants

Free 10 Reduced Price 7 Over Income 89 Total: 106 16%

Describe the process used to collect enrollment information from each site to monitor and report the percentage of eligible free and reduced-price participants each month.

NOTE: Submit documentation verifying that at least 25% of the children (licensed capacity or enrollment) are eligible at the free or reduced price levels (e.g. copies of free and reduced price income eligibility applications and enrollment lists for each center).

Adult Day Care Centers Only:

Indicate the total number of eligible participants.

Title XIX Number of eligible participants

NOTE: Submit documentation (e.g., current client bills or billing printout and enrollment list) verifying that at least 25% of the participants served are Title XIX recipients.

14. Meals Served

Time of Meal Service

Meals Served	Begin	End	Number Enrolled	Source of Meals
<input checked="" type="checkbox"/> Breakfast	09:00 am	10:00 am	106	At Center (Self Prep)
<input type="checkbox"/> AM Snack				
<input checked="" type="checkbox"/> Lunch	11:30 am	01:00 pm	106	At Center (Self Prep)
<input checked="" type="checkbox"/> PM Snack	03:00 pm	04:00 pm	106	At Center (Self Prep)
<input type="checkbox"/> Supper				
<input type="checkbox"/> Evening Snack				
<input type="checkbox"/> After School "At Risk" Snack				
<input type="checkbox"/> After School "At Risk" Supper				

Created By: 078A/Cp on: 09/05/2012

Modified By:



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *Matt*
CC: Maria Capriola, Assistant Town Manager; Irene Luciano, Assessor;
Linda Painter, Director of Planning and Zoning
Date: September 24, 2012
Re: Taxation of UConn-affiliated Uses

Subject Matter/Background

The Town Council has requested an update concerning the University's planned technology park and how elements of that project might be taxed by the municipality. As UConn has not yet presented its proposed project, we cannot conduct an update regarding the tech park. However, I did think it would be useful to ask Irene Luciano, our Assessor, to provide a brief presentation concerning how UConn-affiliated uses, such as private businesses operating at the student union and the Depot Campus, are treated for local property tax purposes. Ms. Luciano will make this presentation at Monday's Council meeting and will be able to take your questions regarding the topic. In her presentation, Ms. Luciano can also explain how private entities have been taxed under the legislation that created the University of Connecticut Educational Properties, Inc. (UCEPI), an earlier effort designed to establish a tech park at UConn.

PAGE
BREAK



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *Matt*
CC: Maria Capriola, Assistant Town Manager; Cynthia van Zelm, Executive Director of the Mansfield Downtown Partnership, Inc.; Lon Hultgren, Director of Public Works
Date: September 24, 2012
Re: Application to Connecticut Main Street Investment Fund - Storrs Center Downtown Enhancement Plan

Subject Matter/Background

Last year, the State Legislature passed Public Act 11-1, which establishes the Main Street Investment Fund to promote economic growth and job creation in commercial town centers. This new program provides grants to municipalities that have populations less than 30,000 or that are eligible for funding under the Small Town Economic Assistance Program (STEAP). The Connecticut Office of Policy and Management (OPM) and the Connecticut Main Street Center will jointly administer the Main Street Investment Fund Program.

In order to receive funding under Public Act 11-1, a project must be part of a plan previously approved by the governing body of the municipality and designed to develop or improve commercial centers to attract small businesses, to promote commercial viability, and to improve aesthetics and pedestrian access. The Storrs Center Municipal Development Plan (approved on October 25, 2005 by the Town Council) serves this purpose along with other plans such as the Storrs Center Special Design District. (See the draft grant application for more detail.)

Public Act 11-1 authorizes the State Office of Policy and Management (OPM) to:

Make advancements to façade or awning improvements; sidewalk improvements or construction; street lighting; building renovations, including mixed-use of residential and commercial; landscaping and development of recreation areas and greenspace; bicycle paths; and other improvements or renovations deemed by the secretary to contribute to the economic success of the municipality.

The Act allows a portion of the proceeds of the grant to be used to provide a one-time reimbursement to owners of commercial property to pay for eligible

expenditures that directly support or enhance an eligible project. The maximum reimbursement for such eligible expenditures shall be \$50,000.

Under the proposed application to the Main Street Investment Fund, the Town of Mansfield would use funds to enhance the public spaces of Storrs Center, specifically to purchase decorative street lights on Dog Lane, and some of the street lights on Royce Circle and Wilbur Cross Way; and to plant additional street trees on Dog Lane, Royce Circle and Wilbur Cross Way. The Town would also use the grant monies to place sidewalk planters on Dog Lane and tree planters on the Town Square; to install decorative concrete pavement in the Royce Circle and Wilbur Cross Way bump-outs; and to erect wayfinding signage for Phase 1A and the Town Square. The Town's request totals \$490,000.

Private property owner and master developer Storrs Center Alliance would plan to use grant funds for façade improvements on the buildings at 1 Dog Lane and 9 Dog Lane. SCA's reimbursement request totals \$10,000.

The Storrs Center downtown is well on its way to becoming a destination in the region. Funding from the Main Street Investment Fund would add amenities such as streetscape, signage and façade improvements that would help new and relocated businesses to thrive in their new setting. Because the downtown will be pedestrian-oriented it is important to provide streetscape elements such as street lighting, planters, street trees, and wayfinding signage to enhance the customer experience. Signage would also help businesses to succeed and lighting is a safety issue.

The Main Street Investment Fund Program funds would promote Storrs Center as the center of commercial activity for Mansfield. A focus for the downtown has been to recruit and retain a healthy percentage of small businesses. These businesses will serve as economic drivers for the community, creating additional tax revenue and jobs. Furthermore, the new businesses will stimulate additional economic activity in the surrounding area.

Financial Impact

The grant would help defray real costs that the Town and the master developer Storrs Center Alliance will incur over the course of the project's development.

There is no match required but the Town would provide some in-kind services for tree planting.

Legal Review

Staff would ask the Town Attorney to review any grant assistance agreements in Mansfield were awarded a grant under this program.

Recommendation

For the reasons discussed above, staff recommends that the Town Council authorize the submission of the proposed application to the Main Street Investment Fund.

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

RESOLUTION AUTHORIZING THE SUBMITTAL OF THE MAIN STREET INVESTMENT FUND GRANT APPLICATION FOR THE STORRS CENTER DOWNTOWN ENHANCEMENT PLAN

RESOLVED, That the Town Council of the Town of Mansfield, Connecticut, authorizes the submission of the funding application – Storrs Center Downtown Enhancement Plan - under the Main Street Investment Fund Program referenced in Section 78 and 79 of the PA 11-1; and identifies, Matthew Hart, Town Manager, as an individual authorized to sign the Main Street Investment Fund application and to administer the project. Such application is attached to and made part of this record.

Attachments

- 1) Draft grant application materials – Storrs Center Downtown Enhancement Plan

DRAFT September 19, 2012

**Town of Mansfield Application to the CT Office of Policy and Management Main
Street Investment Fund – September 2012**

Storrs Center Downtown Enhancement Plan

1. APPLICANT INFORMATION

Please see attached application.

2. LOCAL APPROVALS

Attached please find a September 24, 2012 certified resolution from the Mansfield Town Council authorizing submittal of the Storrs Center Downtown Enhancement Plan application to the Main Street Investment Fund Program (*Attachment 1*).

Please find a certified letter from Town Manager Matthew Hart with respect to the required Town of Mansfield building approvals (*Attachment 2*).

PRIVATE OWNER INFORMATION

Attached please find a commitment letter from Howard Kaufman, Principal and Managing Member of LeylandAlliance dba in Storrs Center as Storrs Center Alliance. Leyland Alliance is the Mansfield Downtown Partnership, Inc.'s master developer for Storrs Center.

3. PROJECT INFORMATION

In 1,000 words or less, summarize how the project will attract small businesses, promote commercial viability, and improve aesthetics and pedestrian access:

The purpose of Storrs Center is to develop Mansfield's downtown into a vibrant and economically successful mixed-use destination. For over eleven years, the Mansfield Downtown Partnership, Inc. ("Partnership"), the Town of Mansfield's municipal development agent for Storrs Center, has worked with the Town of Mansfield and the University of Connecticut to develop a true college downtown - a main street - where none has existed.

In 2004, the Partnership selected LeylandAlliance to be its master developer. This team has worked together since then to bring the Storrs Center downtown to fruition. The first phase of the Storrs Center downtown (1 Dog Lane, 9 Dog Lane, and 11 Dog Lane or Phase 1A) opened in

August 2012 with 127 market rate apartments. Eight businesses are currently open on the first floor with seven more to open between late September and November. Storrs Automotive is also open at 11 Dog Lane. Of the 28,000 rentable square feet of commercial space, all but two spaces are leased with 1,500 rentable square feet still available. The space is represented by a combination of local, regional and national restaurant and service businesses. Many were local businesses relocated from space that was demolished as part of the Storrs Center project. In August of 2013, Phase 1B (1 Royce Circle) with 195 additional apartments will open with over 42,000 rentable square feet of commercial development on the first floor including the second Storrs location of the UConn Co-op bookstore and University of Connecticut Health Center medical offices. This accounts for about 75 percent of the commercial space available in Phase 1B.

One of the key motivations for creating Storrs Center was to provide more amenities that would be attractive to residents, visitors, and University of Connecticut students, faculty and staff. The lack of a strong commercial core that was attractive and inviting was seen as both a challenge to the great quality of life in Mansfield and a concern for the ability to bring in additional tax revenue as state resources were declining. *Please see attached before and after photos and images which show how the new downtown is changing the landscape of Storrs, creating an attractive, walkable business district.*

The Storrs Center downtown is well on its way to becoming a destination in the region. Funding from the Main Street Investment Fund will allow the new and relocated businesses to thrive in a setting that will improve their buildings through signage, and façade improvements. Because the downtown will be pedestrian oriented it is important to provide streetscape elements such as street lighting, planters, street trees, and wayfinding signage to enhance the customer experience. Signage will help in the success of the businesses and lighting is a safety issue. Storrs Center has been funded through a combination of public (close to \$25 million) and private funding (approximately \$66 million for phases 1A and 1B). Many of these important elements being requested through the Main Street Investment Fund have not been able to be funded under current budgets.

The Main Street Investment Fund Program funds will allow the Storrs Center downtown to be the center of commercial activity for Mansfield. A focus for the downtown has been to recruit and retain a healthy percentage of small businesses. These businesses will be economic drivers for the community, creating additional tax revenue and jobs. Furthermore, the new businesses will stimulate additional economic activity in the surrounding area.

With respect to economic impact and job creation, the first phase of the Storrs Center project is projected to generate approximately 165 retail jobs and 9 building, parking and grounds management jobs. In addition, the project has supported and will support hundreds of construction related jobs at the project site on a temporary basis during the construction period. Construction workers will generate additional sales and activity for existing and new shops and retailers in the vicinity of the project area.

The construction of Village Street/Wilbur Cross Way is estimated to create 25 temporary construction jobs and approximately 74 retail/commercial jobs and four property/maintenance jobs, based on square footage.

Some of the key benefits to a healthy downtown in Storrs include the following:

- Business-owners and owners of commercial properties in the downtown will benefit from the retention and strengthening of existing businesses and the creation of new business opportunities; eight businesses are being relocated to the new Storrs Center;
- Town residents, including University of Connecticut students, will benefit from an increase in locally-available goods and services and employment opportunities and the establishment of a new community center that would enhance the community's quality of life;
- The Town of Mansfield will benefit from an enhanced commercial tax base. The net tax revenue to the Town is expected to be \$7.5 million over a 20-year period for Phase One only. With Phase One, the private developers Storrs Center Alliance and EdR will become the largest taxpayers in Mansfield, increasing the Town's Grand List by four percent;
- University of Connecticut students, staff, and visitors will benefit from increased off-campus amenities and an overall improvement of the University atmosphere, which will enhance the recruitment of students and faculty (University of Connecticut recruitment statistics indicate that a major reason students do not choose to attend the University is the lack of off-campus amenities);
- The planned technology park at the north campus of the University of Connecticut creates great synergy with Storrs Center with the additional employees at the technology park being able to utilize the housing, shops and restaurants at Storrs Center; in addition, the University plans to hire close to 300 new faculty over the next few years who will likely patronize Storrs Center;
- The State of Connecticut will share in all of the above-noted benefits, and accordingly, the State's commitment to the UConn 2000 and 21st Century UConn programs and the overall effort to enhance the University of Connecticut's reputation as a prominent

national university and an appropriate “flagship” for the State’s higher education system will be advanced.

Project Location and Commercial Center Maps:

Attached is a project location map showing Storrs Center in the context of the Town of Mansfield.

Attached is a Concept Plan for the entire Storrs Center, and a Concept Plan that shows the specific area where funding is being requested from the Main Street Investment Fund Program grant (Phases 1A, 1B, Town Square, Royce Circle, and Wilbur Cross Way).

See Attachment 3 for all maps.

Please see Attachment 4 for information on the plans approved by the Mansfield Town Council (and others) that promote a town commercial center. Relevant excerpts from the plans and links to the plans on the Mansfield Downtown Partnership website (www.mansfieldct.org/mdp) are included as well.

Project cost estimates are included in Attachment 5.

Municipal Project

Is the project consistent with the State Conservation and Development Policies Plan:

Storrs Center is designated as a “Neighborhood Conservation Area” within the 2005-2010 Conservation and Development Policies Plan for Connecticut. Neighborhood Conservation Areas ‘can entail a wide variety of development, such as commercial, industrial, and/or urban-scale density residential uses.’ The intent of these areas is to ‘promote infill development and redevelopment in areas that are at least 80% built up and have existing water, sewer and transportation infrastructure to support such development.’ The mixed-use nature of Storrs Center and its location adjacent to the University of Connecticut main campus, E.O. Smith Regional High School, and the Mansfield Town Hall and Community Center make it ideally suited for the type of development envisioned in Neighborhood Conservation Areas.

In addition to the policies specific to Neighborhood Conservation Areas, the Storrs Center development also implements the following Growth Management Principles contained in the Plan and associated policies:

- Growth Management Principle 1: Redevelop and Revitalize Regional Centers and Areas with Existing or Currently Planned Physical Infrastructure
 - **Policy:** Focus urban design to help old and new neighborhoods to function by mixing housing types and land uses, creating meaningful central places, and

- introducing new forms of open space. These communities should be distinguished by attractive design, and a diversity of people, places, open space, recreational opportunities, transportation options and economic opportunity.
- **Policy.** Support existing communities and neighborhoods by targeting state resources to support infrastructure improvement and development in areas where the infrastructure is already in place.
- **Policy:** Focus resources to promote and encourage the revitalization and reuse of town center main streets in rural community centers, regional centers and older suburban towns.
- **Growth Management Principle 3: Concentrate Development Around Transportation Nodes and Along Major Transportation Corridors to Support the Viability of Transportation Options**
 - **Policy:** Promote compact, transit accessible, pedestrian-oriented mixed use development patterns around public transportation stations and along public transportation corridors.

In recognition of the project's consistency with the state and regional policy plans, the Mansfield Planning and Zoning Commission (PZC) stated as part of its approval of the Storrs Center Special Design District on June 18, 2007: "1. The subject Storrs Center Special Design District Regulations promote goals, objectives, and recommendations contained in Mansfield's 2006 Plan of Conservation and Development. The revisions are also consistent with goals and recommendations contained in the 2002 Windham Region Land Use Plan, and the 2005-2010 Conservation and Development Policies Plan for Connecticut." *The June 20, 2007 approval letter from the Mansfield PZC is attached.*

Eligible activities to be funded by this grant: Façade improvements, signage, lighting, landscaping, street trees, sidewalk and tree planters, and decorative concrete pavement.

5. PROJECT PLAN

Proposed Use of Grant Funds:

The Town of Mansfield plans to use funds from the Main Street Investment Fund to enhance the public spaces of Storrs Center. Funds will be used to provide decorative street lights on Dog Lane, Royce Circle and Wilbur Cross Way; street trees on Dog Lane, Royce Circle and Wilbur Cross Way; sidewalk planters on Dog Lane; tree planters for the Town Square; decorative concrete pavement in the Royce Circle and Wilbur Cross Way bump-outs; and wayfinding signage for the Phase 1A and the Town Square.

Storrs Center Alliance plans to use funds for façade improvements on the buildings at 1 Dog Lane and 9 Dog Lane.

Identify the activities to be conducted and who will be conducting these activities. If consultants or other entities are conducting these activities, identify these entities including their selection process and provide a copy of their contracts.

None of the activities to be conducted are underway yet. However, street lights for Dog Lane have been ordered and street trees for Dog Lane will be ordered in September 2012. The Town of Mansfield will be purchasing these through the Town's normal procurement process as it will with other proposed elements.

Storrs Center Alliance will seek bids for its work and look at competitive pricing.

Schedule for the use of funds and completion of the project. Identify and explain the management plan that will be used to undertake the project.

If funding is awarded, the funds will be utilized immediately and within one year. Funds can be expended immediately for the Dog Lane street lights and tree work. Work on the Town Square will start and be completed in fall 2013. Construction of Wilbur Cross Way will start this fall and be completed by late summer 2013.

Improvements to the Phase 1A buildings can begin immediately as construction has been completed.

A signage program will be in place within a year.

As a public-private partnership, the Town of Mansfield and Storrs Center Alliance have worked together as a team. Lon Hultgren, Mansfield Director of Public Works, will oversee the public work. Lou Marquet, Principal with Storrs Center Alliance, will oversee the private work. Cynthia van Zelm, Executive Director of the Mansfield Downtown Partnership, will provide grant management with Mr. Hultgren.

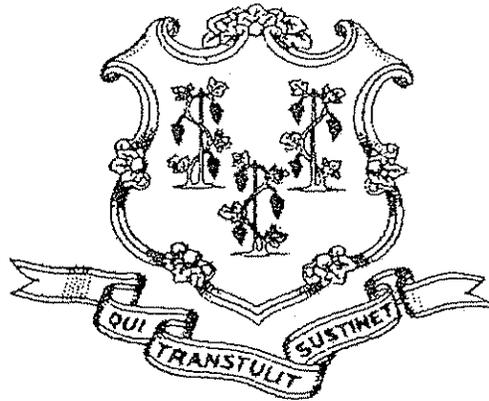
6. PROJECT BUDGET

See attached application and *Attachment 5*.

State of Connecticut

Main Street Investment Fund

Application and Instructions



State of Connecticut
Office of Policy and Management
Benjamin Barnes, Secretary

Intergovernmental Policy Division
W. David LeVasseur, Acting Undersecretary

6/2012

Instructions

OVERVIEW OF THE PROGRAM

PA 11-1, AN ACT PROMOTING ECONOMIC GROWTH AND JOB CREATION IN THE STATE, Sections 78 and 79, (herein after "the Act") provides grants not to exceed five hundred thousand dollars (\$500,000) to municipalities with populations of not more than thirty thousand (30,000) or municipalities eligible for the small town economic assistance program (STEAP) pursuant to section 4-66g of the general statutes for eligible projects as defined. The Act defines the "eligible projects" as projects that are part of a plan previously approved by the governing body of the municipality to develop or improve town commercial centers to attract small businesses, promote commercial viability, and improve aesthetics and pedestrian access.

The Act authorizes the Secretary of the Office of Policy and Management to "make advancements to façade or awning improvements; sidewalk improvements or construction; street lighting; building renovations, including mixed use of residential and commercial; landscaping and development of recreational areas and greenspace; bicycle paths; and other improvements or renovations deemed by the secretary to contribute to the economic success of the municipality. Advancements exclude the following: (A) any renovations that are solely the result of ordinary repair and maintenance, (B) improvements that are required to remedy a health, housing or safety code violation, or (C) nonpermanent structures, furnishings, movable equipment or other nonpermanent amenities.

The grant received pursuant to the Act shall be used for improvements to property owned by the municipality, except the municipality may use a portion of the proceeds of such grant to provide a one-time reimbursement to owners of commercial private property for eligible expenditures that directly support and enhance an eligible project as described above. The maximum allowable reimbursement for such eligible expenditures to the owner shall be \$50,000 provided at the following rates:

- (1) expenditures equal to or less than \$50,000 shall be reimbursed at a rate of 50%, and
- (2) any additional expenditures greater than \$50,000 but less than or equal to \$150,000 shall be reimbursed at a rate of 25%.

In order to be eligible for funding under this program, please submit completed applications (1 original and 1 copy) to Dimple Desai, Community Development Director, Office of Policy and Management (OPM), Intergovernmental Policy Division, 450 Capitol Avenue, MS#54ORG, Hartford, CT 06106-1379. If you have any questions, please call Dimple Desai, at (860) 418-6412 or email him at dimple.desai@ct.gov.

APPLICATION FORM

1. **Applicant Information:** Provide all requested information related to the municipality requesting the funds.
2. **Local Approvals:** Submit the required resolution from the municipality's legislative body (**Attachment 1**). Also submit a certified statement (**Attachment 2**) from the town official (town manager or town engineer) that the work performed or to be performed has or will receive proper building permits and that the work has been or will be inspected by the town. The certified resolutions should be signed by the municipal Clerk and embossed with the corporate seal.

NOTE: The application must be signed subsequent to the adoption of the resolution by the local legislative body.

3. **Private Owner Information:** Provide all requested information related to the owner of the commercial private property that will receive funds from the applicant. Project address is the location of the property being improved or renovated. The applicant is responsible for making sure that the project is complete. Applicant is also responsible to review the invoices and finally recommend the reimbursement. Owner must provide the total cost of the entire project.
4. **Project Information:** Provide all the information requested including attachments such as a project location map delineating the intended improvements and map of the town commercial center (**Attachment 3**), a "plan" approved by the legislative/governing body of the municipality (**Attachment 4**), project cost estimates (**Attachment 5**), and consistency with State Conservation and Development Policies Plan, etc. Examples of an "Approved Plan" aka "Town Commercial Center Plan" can include a downtown beautification plan or enhancement plan, façade improvement plan, building rehab plan, improving pedestrian linkage plans, etc. Eligible activities include expenses for cosmetic and structural exterior building improvements, signage, lighting and landscaping that is visible from the street, development of recreational areas and green space, bicycle paths, and other improvements or renovations deemed by the secretary to contribute to the economic success of the municipality. Identify any other sources of funds that have or will reimburse the project.
5. **Project Plan:** Submit a detailed project plan which:
 - Lists proposed use of the grant funds. Specifically identify the activities to be conducted with grant funds and who will be conducting these activities. If consultants or other entities are conducting these activities, identify these entities including their selection process and provide a copy of their contracts (**Attachment 6**).
 - Describe the way in which the use of the funds will develop or improve town commercial centers to attract small businesses, promote commercial viability, and improve aesthetics and pedestrian access. Provide project drawings/plans (**Attachment 7**)
 - A time schedule for (a) the use of the funds; and (b) completion of the project. Identify and explain the management plan that will be used to undertake the project.

6. Project Budget: Complete this section and identify various activities to be funded by local, state and other (federal or private) funds. This will be based on the total project cost. Provide invoices from the private owner for reimbursement (**Attachment 8**).

Application Deadline: Applications must be received or postmarked by September 28, 2012 at 4:30 p.m.

Please be sure to include all the required documents when you submit the completed application (**1 original and 1 copy**) to:

Dimple Desai
Community Development Director
Office of Policy and Management
Intergovernmental Policy Division
450 Capitol Avenue, MS#54ORG
Hartford, CT 06106-1379
Phone - (860) 418-6412
Fax – (860) 418-6486
Email - dimple.desai@ct.gov

Application

Main Street Investment Fund

1. APPLICANT INFORMATION

Municipality: Town of Mansfield

Mailing Address: Audrey P. Beck Building, 4 S. Eagleville Road

Name of Authorized Official: Matthew Hart Title: Town Manager

Telephone #: 860-429-3336 Fax #: 860-429-6863

Email: hartmw@mansfieldct.org Municipality FEIN number: 06-6002032

Municipal population as per the latest federal decennial census: 20,720

STEAP Municipality Yes No

Grantee's Fiscal Year: From July 1 To June 30

Total Project Cost: \$523,760 Amount of Funding Requested: \$500,000

Name of Project Contact: Cynthia van Zelm Title: Ex. Direc., Mansfield DT Part.

Telephone #: 860-429-2740 Fax #: 860-429-2719

Email: vanzelmca@mansfieldct.org

2. LOCAL APPROVALS

- a. Submit a certified resolution adopted in the last 60 days by the Town's legislative body (or, in the case of a town where the town meeting is the legislative body, the Board of Selectmen):
- Authorizing submission of this grant application;
 - Identifying the individual who can sign the grant application and administer the grant.

The certified resolution should be signed by the City or Town Clerk and embossed with the corporate seal. See **Appendix A** for sample resolution.

- b. Submit a certified statement from the town manager or town engineer that the work performed or to be performed has received proper building permits and that the work has been or will be inspected by the town.

3. PRIVATE OWNER INFORMATION (APPLICABLE ONLY if the applicant is seeking funds to reimburse owner of commercial private property)

Owner Name: Storrs Center Alliance LLC

Project Address: 1 Dog Lane, 9 Dog Lane

Owner Business Name and Address: Storrs Center Alliance LLC, PO Box 878, 233 Route 17,

Tuxedo, NY 10987

Contact Name: Howard Kaufman Title: Principal and Managing Member Telephone
#: 845-351-2900
Fax #: 845-351-2922 Email: hkaufman@leylandalliance.com
Total Project Cost: \$20,000 Amount of Funding Requested: \$10,000

4. PROJECT INFORMATION

Is there a "plan" that is previously approved by the governing body of the municipality to develop or improve town commercial centers to attract small businesses, promote commercial viability, and improve aesthetics and pedestrian access? Yes No

If no, your municipality is not eligible for funding under this program. If yes, please submit a copy of the plan including the approval of the governing body.

In 1000 words or less, summarize how the project will attract small businesses, promote commercial viability, and improve aesthetics and pedestrian access: Please see attached.

Municipal Project

Project Title: Storrs Center Downtown Enhancement Plan

Is property owned by the municipality?: Yes No

If no, who is the property owner and does the applicant have proper authorization/access agreement from the owner to enter the property or work on the property? _____

Is project ready to be implemented Yes No.

What is the total project cost? 490,000. Provide a copy of the estimates.

Source of these estimates: Architect/Engineer Contractor Municipality

Are there other sources of funds for this project: Yes No Amount: \$13,760 in-kind

Is the project consistent with the State Conservation and Development Policies Plan? Yes
 No Explain Please see attached.

Eligible activities to be funded by this grant: Please see attached.

Owner/s of the commercial private property (APPLICABLE ONLY if the applicant is seeking funds to reimburse owner of "commercial" private property)

Project Title: Storrs Center Downtown Enhancement Plan

Is the project complete? Yes No

Has the town reviewed the invoices for the costs to be reimbursed?: Yes No

Provided/attached invoices for reimbursement?: Yes No

Has the town conducted final inspection of the project?: Yes No

Who performed the work? Explain.

Is the project consistent with the State Conservation and Development Policies Plan?
 Yes No Explain See information under Municipal Project.

Provide reasons for town recommendations for eligible activities to be reimbursed by this grant:
The Town of Mansfield is dedicated to developing a sustainable and attractive downtown. These activities will allow the downtown to meet those goals.

Are there other sources of funds for this project: Yes No Amount: \$10,000

5. PROJECT PLAN

Submit a detailed project plan which describes (1) the proposed use of the grant funds; (2) the way in which the use of the funds will develop or improve town commercial centers to attract small businesses, promote commercial viability, and improve aesthetics and pedestrian access; (3) a schedule for (a) the use of the funds; and (b) completion of the project; AND (4) project drawings/plans.

6. PROJECT BUDGET (see Appendix B for a sample budget)

ELIGIBLE PROJECT EXPENDITURES	TOWN SHARE	STATE SHARE	OTHER SOURCE* Private
1. Street Lights	\$4,560.00	\$349,600.00	\$_____
2. Street Trees	\$9,200.00	\$32,200.00	\$_____
3. SW Planters	\$_____	\$10,000.00	\$_____
4. Tree Planters	\$_____	\$15,800.00	\$_____
5. Dec.Pavement	\$_____	\$48,000.00	\$_____
6. Signage	\$_____	\$34,400.00	\$_____
7. Facade Improvs.	\$_____	\$10,000.00	\$10,000.00
8.	\$_____	\$_____	\$_____
9.	\$_____	\$_____	\$_____
10.	\$_____	\$_____	\$_____
Total Project Expenditures	\$13,760.00	\$500,000.00	\$10,000.00

* Identify other source – such as Private owner or Federal, etc. Use this column to show the reimbursement to commercial private owner.



My signature below, for and on behalf of _____, indicates
Name of Grantee
acceptance of the following and further certifies that:

1. I have the authority to submit this grant application;
2. I will comply with the General Grant Conditions and Special Conditions, if any;
3. I understand that funding associated with this grant application is one-time in nature and that there is no obligation for additional funding from the Office of Policy and Management or the State of Connecticut;
4. I understand that should this grant application be approved, such state funds shall be expended within the time frame specified in the Notice of Grant Award (NOGA);
5. I understand that requests to extend the grant end date shall be submitted in writing to the Office of Policy and Management no later than thirty (30) days before the grant end date as specified in the NOGA;
6. I understand that unexpended funds shall be returned to the State of Connecticut within sixty (60) days of the grant end date;
7. I understand that if this organization meets the requirements of the State Single Audit Act, Sections 4-230 through 4-236, as amended, of the Connecticut General Statutes, the organization is required to submit a State Single Audit, at its own expense, no later than six (6) months after the end of the audit period. If this organization is not required to submit a State Single Audit, the organization is required to submit a final accounting of the grant expenditures within sixty (60) days of the grant end date; and
8. I hereby certify that the statements contained in the responses to this application and accompanying documents are true to the best of my knowledge and belief and that I know of no reason why the applicant cannot complete the project in accordance with the representations contained herein.

Authorized Official

Title

Print Name

*Date:

* The application must be signed subsequent to the adoption of the resolution by the local legislative body.

Checklist of required Documents

Identify documents submitted with the Application:

- Attachment 1: Legislative Body Resolution
- Attachment 2: Certified Statement
- Attachment 3: Project Location Map and a map of the Town Commercial Center
- Attachment 4: A copy of approved Plan with a copy of the resolution adopted by the Governing body approving the Plan
- Attachment 5: Cost estimates
- Attachment 6: Contracts with architect/engineers and contractors, if applicable
- Attachment 7: Project drawings/plans, if applicable
- Attachment 8: Invoices from the commercial private owner for reimbursement, when available

Appendix A
Sample Resolution for Legislative Body

Certified Resolution of the Legislative Body
(To be completed by the City or Town Clerk)

The Legislative Body of the Town/City of _____
met on _____ and adopted a resolution by the vote of
_____ to _____ which:

- (1) authorizes submission of the funding application -
_____ under the Main
(project title)
Street Investment Fund Program referenced in Section 78 and 79 of the PA 11-1;
and
- (2) identifies, _____, as an individual
authorized to sign the Main Street Investment fund application and administer the
project. Such application is attached to and made a part of this record.

Attested to by:

Name: _____

Title: _____
(City/Town Clerk)

Date: _____

Appendix B

Sample Project Budget

ELIGIBLE PROJECT EXPENDITURES	TOWN SHARE	STATE SHARE	OTHER SOURCE* Private owner
1. Architect/Engineering fees	\$ <u>5,000</u>	\$ <u>7,000</u>	\$ <u>2,000</u>
2. Façade Improvements	\$ <u>10,000</u>	\$ <u>100,000</u>	\$ <u>25,000</u>
3. Sidewalk improvements	\$ <u>0</u>	\$ <u>200,000</u>	\$ <u>0</u>
4.	\$ _____	\$ _____	\$ _____
5.	\$ _____	\$ _____	\$ _____
6.	\$ _____	\$ _____	\$ _____
7.	\$ _____	\$ _____	\$ _____
8.	\$ _____	\$ _____	\$ _____
9.	\$ _____	\$ _____	\$ _____
10.	\$ _____	\$ _____	\$ _____
Total Project Expenditures	\$ <u>15,000</u>	\$ <u>307,000</u>	\$ <u>27,000</u>

Total Project Cost - \$349,000

Explanation of the budget breakdown

Applicant is seeking reimbursement of \$307,000 and \$27,000. However, \$27,000 will be reimbursed to the Private owner (through the applicant) for eligible expenses deemed appropriate by the applicant.

September 19, 2012 DRAFT

Attachment 1: Legislative Body Resolution

Attached is a resolution approved by the Mansfield Town Council on September 24, 2012 which authorizes the approval of the Storrs Center Downtown Enhancement Plan to the Main Street Investment Fund Program.

Attachment 2: Certified Statement

Attached is a certified letter from Town Manager Matthew Hart with respect to the required Town of Mansfield building approvals.

Attachment 3: Project Location Map and a map of the Town Commercial Center

Attached is a project location map showing Storrs Center in the context of the Town of Mansfield.

Attached is a Concept Plan for the entire Storrs Center, and Concept Plan that shows the specific area where funding is being requested from the Main Street Investment Fund Program grant (Phases 1A, 1B, Town Square, Royce Circle, and Wilbur Cross Way).

Attachment 4: A copy of approved Plan with a copy of the resolution adopted by the Governing body approving the Plan

There are several approved plans that promote the concept of a commercial town center in Mansfield.

The Storrs Center Municipal Development Plan is the all encompassing plan that lays out the framework for a downtown in Mansfield. Prior to the Municipal Development Plan, the Town had prepared the "Downtown Mansfield Master Plan, May, 2002" which included the boundary for the downtown area and the three elements of focus for the downtown – commercial, residential, and open space development.

The Municipal Development Plan was ultimately approved by the CT Department of Economic and Community Development (DECD) on January 27, 2006. The DECD approval letter also indicated that the Office of Policy and Management (OPM) had found the Plan to meet OPM's planning objectives. *The approval letter from DECD Deputy Commissioner Ronald Angelo is attached.* The Mansfield Town Council approved the Municipal Development Plan on October 24, 2005 after approvals by the University of Connecticut Board of Trustees, the Mansfield Downtown Partnership's Board of Directors, the Regional Planning Commission of the Windham Region Council of Governments, and the Mansfield Planning and Zoning Commission. The Storrs Center Municipal Development Plan is in effect for 30 years following the approval by the Mansfield Town Council (see Section V in the Municipal Development Plan). *The resolution from the Town of Mansfield approving the Storrs Center Municipal Development Plan is attached.*

The Executive Summary and Section I (Types and Locations of Proposed Land Uses) from the Storrs Center Municipal Development Plan are attached. The full Plan can be found on the Mansfield Downtown Partnership's website at www.mansfieldct.org/mdp.
<http://www.mansfieldct.gov/content/1914/6514/6528/6570/11588.aspx>

The Storrs Center Municipal Development Plan should be considered the implementation plan for Storrs Center but it is supported by a series of additional plans and approvals. Those plans are described below.

In order for Storrs Center to be developed as a mixed-use downtown, the area for the downtown needed to be re-zoned to allow for this use. In June 2007, the Mansfield Planning and Zoning Commission approved the Storrs Center Special Design District Regulations which created a mixed-use zone in the center of town. *The approval letter of June 20, 2007 from the Planning and Zoning Commission is attached.* The regulations included a set of design guidelines for the downtown so that it would be developed in a manner that would support a

creative and attractive downtown. *The Community Vision and Project Vision from the design guidelines are attached.* The full copy of the regulations and design guidelines can be found at <http://www.mansfieldct.gov/content/1914/6514/6528/6570/11589.aspx>.

Zoning permits are in place to support the Storrs Center Special Design District Regulations. Zoning permits have been approved by the Town of Mansfield for Phases 1A (1 Dog Lane, 9 Dog Lane and 11 Dog Lane) and 1B (1 Royce Circle) (June 3, 2011); the Storrs Center parking garage and intermodal transportation center (August 11, 2011); Post Office site improvements and Post Office Road (September 12, 2011); and the Village Street and Transit Pathways (April 16, 2012). Those permits are attached.

Most recently, the Mansfield Downtown Partnership Inc.'s Board of Directors initiated a public spaces plan to be developed for Storrs Center. The "Downtown District Public Spaces and Green Infrastructure Master Plan" was completed in early 2012 by the University of Connecticut Program of Landscape Architecture and approved by the Partnership's Board of Directors on February 2, 2012. *The minutes from the February 2, 2012 Board meeting endorsing the "Downtown District Public Spaces and Green Infrastructure Master Plan" are attached. Attached are excerpts from the Plan including recommendations for the Town Square, and pocket parks in Storrs Center.* The full Plan is also available on the Partnership website at _____. *(Partnership to put on website).*

Finally, Alexander Isley, Inc., has created a preliminary "Placemaking and Wayfinding Program: Phase 1", that addresses signage in Phase 1 and on the Village Street (Wilbur Cross Way). While the plan is preliminary, work is being undertaken to formalize some of these concepts for the signage program for the Storrs Center downtown that is currently open and will be open within the year. *Please see a copy of Mr. Isley's preliminary "Placemaking and Wayfinding Program: Phase 1."*

Attachment 5: Cost Estimates

Please see below for specific description of items included in the Budget in Section 6. The total request from the Main Street Investment Fund Program is \$500,000.

Town of Mansfield Cost Estimates for Grant Request:

Street Trees:

Street Trees on Dog Lane: 22 Trees @ \$350 each for \$7,700.

Street Trees on Royce Circle and Wilbur Cross Way: 70 @\$350 each for \$24,500.

Street Lights:

Decorative Street Lights on Dog Lane: 23 installed @ \$4,600 each for \$105,800.

Decorative Street Lights on Royce Circle and Wilbur Cross Way: 53 installed @\$4,600 each for \$243,800.

Sidewalk Planters:

48x20x20 Teakwood sidewalk planters on Dog Lane @ \$425 each for \$8,500 plus plants and dirt to go in them @ \$1,000 for \$10,000.

Tree Planters:

30x30x30 Terracotta Tree Planters for the Town Square @ \$975 each for \$11,700 plus 12 trees @ 500 plus dirt for \$15,800.

Decorative concrete pavement:

Decorative concrete pavement in the Royce Circle and Wilbur Cross Way bump-outs, 12 bump outs, about 250 SF each @ \$16 per SF for \$48,000.

Signage

Signage for Phase 1A and Town Square at \$34,400.

The total Town of Mansfield Request is \$490,000.

Town of Mansfield In-Kind Match:

Street Lights on Dog Lane, Royce Circle and Wilbur Cross Way - \$4,560 (1 hour of operator and machine for about \$60 per light (76 lights)).

Street Trees on Dog Lane, Royce Circle and Wilbur Cross Way – \$9,200 (92 trees @\$100 per tree – 2 groundskeepers for each tree or about \$100 per tree).

The total Town match is estimated at \$13,760 in in-kind Town services.

Storrs Center Alliance Cost Estimates for Grant Request:

Awnings at Storefronts - \$10,000

The total private property reimbursement request is \$10,000.

Storrs Center Alliance Match:

Awnings at Storefronts - \$10,000

The total private property match is estimated at \$10,000.

Attachment 6: Contracts with architect/engineers and contractors, if applicable

No contracts have been signed as of the date of this application.

Attachment 7: Project drawings/plans, if applicable

Please see attached cut sheets for the street lights, planters.

**Attachment 8: Invoices from the commercial private owner for reimbursement,
when available**

None of the work for the funds requested for the commercial buildings has begun as of the date of this application.



Town of Mansfield
Agenda Item Summary

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant Town Manager
Date: September 24, 2012
Re: Farm/Agriculture Tax Abatements - Amendment to FY 2012/13
Operating Budget

Subject Matter/Background

Councilor Freudmann has asked that this item be added to the agenda in order to discuss a proposed amendment to the FY 2012/13 Operating Budget to reduce the budget by an amount commensurate with the amount of taxes that we estimate would be abated under the farm/agriculture abatements recently approved by the Town Council. Under the Town Charter, the Council has the authority to amend the budget to reflect changes in revenue and expenditures.

In the instance of an abatement of this magnitude (\$23,660.62), staff does not believe that from a financial perspective the operating budget or the mill rate would need to be amended to balance the adopted budget. However, our understanding is that the proposed amendment is more of a policy question for the Council to consider.

Staff will be available to assist the Town Council with its discussion of this item.

PAGE
BREAK

Town of Mansfield
Quarterly Report April/May/June 2012
Animal Control Department
7/15/2012

Summary of Operations

- Please see attached activity report for this quarter

Status of Major Projects and Initiatives

- Successfully finished the barking investigation case Minearo/Leblond.
- Finished door-to-door survey
- Held annual NECTAR rabies clinic on 6/2/12

Budget Overview

- Revenues – For this quarter were \$1208.97 a 31% decline compared to the same quarter in 2011.
- Expenditures – on target with 98.03% of the budget used for the fiscal year 2011/2012.
-

Issues and Challenges

- Staff vacancies: Assistant Animal Control Officer, Kennel cleaner
- Increased workload for Animal Control Officer
- Department is currently without ACO vehicle.

Goals for Next Quarter

- Fill the position of Assistant Animal Control Officer and Kennel Cleaner.
- Acquisition of a new animal control van

Animal Control Activity Report

REPORT PERIOD

2011/

2012

PERFORMANCE DATA	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	This FY to date	Last FY to date
Complaints investigated:														
phone calls	190	196	176	176	175	159	148	113	122	106	171	178	1910	1830
road calls	22	19	14	18	13	21	17	13	27	23	22	15	224	197
dog calls	93	92	92	75	68	76	70	47	51	47	69	77	857	750
cat calls	61	58	60	63	75	56	49	46	33	35	59	46	641	714
wildlife calls	15	8	5	7	7	6	8	5	11	5	4	12	93	69
Notices to license issued	2	0	1	3	6	9	8	1	1	2	23	1	57	117
Warnings to license issued	20	73	20	62	4	127	0	0	12	0	0	0	318	179
General warnings issued	4	3	4	2	0	3	3	0	6	1	7	6	39	51
Infractions issued	1	0	0	0	0	0	0	1	2	0	0	0	4	10
Notices to neuter issued	0	0	1	0	0	1	0	1	0	0	1	0	4	11
Dog bite quarantines	1	0	0	0	0	1	1	0	0	0	1	0	4	8
Dog strict confinement	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Cat bite quarantines	0	0	2	0	0	0	0	0	0	0	0	0	2	3
Cat strict confinement	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dogs on hand at start of month	4	7	4	2	2	6	8	7	3	0	1	2	46	30
Cats on hand at start of month	12	6	10	15	20	13	3	2	5	3	2	8	99	164
Impoundments	23	20	27	36	18	9	13	12	8	10	22	19	217	237
Dispositions:														
Owner redeemed	10	4	1	6	1	2	2	3	3	5	10	6	53	65
Sold as pets-dogs	5	6	6	2	1	6	3	1	2	0	0	2	34	27
Sold as pets-cats	9	5	9	16	13	8	8	8	6	4	4	9	99	128
Sold as pets-other	0	0	1	0	0	0	0	0	0	1	0	0	2	1
Total destroyed	2	2	5	7	6	1	2	1	2	0	1	1	30	20
Road kills taken for incineration	0	0	2	0	1	1	0	1	0	0	0	0	5	6
Euthanized as sick/unplaceable	2	2	3	7	5	0	2	0	2	0	1	1	25	14
Total dispositions	26	19	24	31	21	17	15	13	13	10	15	18	222	241
Dogs on hand at end of month	7	4	2	2	6	8	7	3	0	1	2	4	46	30
Cats on hand at end of month	6	10	15	20	13	3	2	5	3	2	8	7	94	160
Total fees collected	\$995	\$ 506	\$ 590	\$ 733	\$ 520	\$ 533	\$ 320	\$ 310	\$ 322	\$ 165	625.97	418	\$6,038	\$ 7,517

Town of Mansfield
Quarterly Report
Building Department
August 2012

Summary of Operations

- The Department continued enforcement of the State Building and Demolition codes.
- The Department conducted 617 inspections during 381 site visits.
- This total does not include the 118 visits to the Downtown project.
- There were 148 Certificates of approval and 7 certificate of occupancies issued.
- We issued 118 letters requesting status of projects with 6 or more month of inactivity and as a result revoked 4 permits.
- There are currently 373 open permits.

Status of Major Projects and Initiatives

- We are still researching online permitting and code enforcement tracking software.
- We have worked with the Town Manager's office, Fire Department and Town Planner to consolidate the existing construction fee ordinances to streamline the process and aid in economic development. We hope to bring this to the Council for consideration this quarter.

Budget Overview

Revenue

- Permit fees collected for the fiscal year were 115% when compared to budgeted amount.
- Permit fees collect for the Downtown project were \$19,927.50 for the quarter and \$259,234 for the fiscal year.

Expenditures

- The Department spent 102.86% of the budgeted amount for the fiscal year.

Issues and Challenges

- The Downtown project continues to require a great deal of departmental resources to adequately enforce the Building and Demolition codes. Current staffing levels are at a critical level and a significant amount of overtime hours have been required to maintain services. Residential construction increased significantly this quarter but appears to have slowed again. Many substantial commercial projects other than Storrs Center are either started or in the planning stage. I anticipate a need to maintain the approved overtime hours through the next quarter and at some point additional staff may be required with both inspection and administrative functions.
- One of the Department vehicles is near the end of its service life and it is important that a new vehicle be provided at the start of fiscal year 2012/2013. It is my understanding this vehicle will be ordered shortly.

Goals for Next Quarter

- Maintain required departmental functions regarding the Downtown and the many other commercial projects either under construction or proposed to start soon.
- Continue with other day to day departmental functions.

Town of Mansfield
Quarterly Report
Housing Department
August 2012

Summary of Operations

- The Department continued enforcement of the Town's Housing Code, Landlord Registry, Residential Off Street Parking, Nuisance and Blight ordinances.
- The Department conducted 165 Housing certificate inspections resulting in 95 certificates issued.
- The Department processed 10 new Landlord Registrations and 5 change of address applications.
- The Department processed 54 parking site plan applications, conducted 70 parking inspections and issued 43 Parking certificates.
- The Department processed 5 violations of the Nuisance ordinance and as a result issued 2 citations.
- The Department conducted 23 complaint investigations.
- The Department conducted 6 blight inspections.

Status of Major Projects and Initiatives

- The Department worked with the Town attorney and Resident Trooper's Office to establish a training program for Citation Hearing Officers. The training was conducted and a manual was prepared to standardize the procedure.
- The department will begin working with Iparq to develop a system to issue citations electronically and provide a third party collection service.

Budget Overview

Revenues

- Certificates 93.44%
- Housing Penalties 700%
- Landlord Registration 484%
- Parking Plan review 114.65%
- Parking Penalties 686%

Expenditures

- Budgeted amounts 95.15%

Issues and Challenges

- The enforcement of the Off Street Parking ordinance has proven cumbersome because of the delay in hiring a vendor to track and collect ticket fines. This has become a somewhat convoluted process because of the relationship with parking issues and the desire to hire a single contractor that can track and collect fines for all Town ordinance violations. I am expecting to enter into a contract with Iparq shortly which should alleviate this problem and make collection of all fines associated with Town ordinances more efficient.

Goals for Next Quarter

- Continue daily operations
- Proceed with negotiating a contract with Iparq based on direction from the Town Manager.



Town of Mansfield
Quarterly Report
Facilities Management Department
April 1, 2012 - June 30, 2012

Summary of Operations

- Completed 380 work orders
- Completed PMs (preventive maintenance tasks) on air handlers and roofs
- Completed OSHA mandated refresher training courses
- Repaired water problems at Mansfield Middle School
- Completed septic system studies at both Vinton and Goodwin Schools
- Completed summer cleaning schedule for all schools
- Received quotes for fuel tank removal at Fire Stations #107 and #207
- Received quotes for new outside lighting at town buildings

Status of Major Projects and Initiatives

- Repaired major septic leak under Town Hall
- Started in-house modification of emergency generator at Mansfield Community Center
- Issued a purchase order for replacement of Goodwin School boiler
- Applied to CL&P for an energy rebate for Goodwin School boilers
- Continue to interview for substitute custodians
- Received quotes for repair of shower walls at Mansfield Community Center

Budget Overview

- This department has almost no revenue producing operations
- The Facilities Management Department is on budget for this year.

Facilities Management Department
April 1, 2012 -June 30,2012

Issues and Challenges

- Interview and hire permanent custodial employees for Mansfield Community Center
- Continue to support the School Building Committee
- Keep the Facilities Management Department under budget

Goals for Next Quarter

- Complete emergency generator modification at Mansfield Community Center
- Complete summer cleaning for all schools on time
- Continue to look for energy saving measures
- Complete 400 work orders
- Investigate the possibility of solar panels on the schools
- Submit an application to CL&P for reimbursement for parking lot lights at all town buildings
- Complete installation of new carpeting at portable classrooms
- Complete list of all physical conditions at all town buildings
- Complete installation of new energy efficient boilers at Goodwin School

**Town of Mansfield
Quarterly Report
Finance Departments
June 30, 2012**

FINANCE ADMINISTRATION

Summary of Operations

- Completed the Town budget process through adoption. Posted the adopted full detail budget on the Town's website.
- Submitted the adopted budget for consideration in the GFOA's Distinguished Budget Presentation award program.
- Worked with the Finance Committee on revising the Fund Balance, Investment, and Debt policies to strengthen Mansfield's financial condition. A draft Fund Balance policy is ready for Town Council approval.
- Issued an RFP for audit services and selected Blum, Shapiro & Co. for the FY 2011/12 financial audit.
- Prepared proposed capital improvement adjustments and closeouts for FY 2011/12.
- Prepared monthly payment requests and quarterly financial reports for all the Storrs Center grants.
- Provided assistance with the proposed school building project.

Status of Major Projects and Initiatives

- School Building Project – Continue to provide assistance as necessary with the school building project, preparing information packets and presentations for public information sessions in anticipation of a November referendum.

Budget Overview

- Revenues – Overall revenues were on track with budget with the exception of conveyance tax revenue. There are no revenue accounts specific to Finance Administration.
- Expenditures – On track with budget.

Issues and Challenges

- Continue to provide assistance and guidance on the Storrs Center project as it relates to funding infrastructure improvements and managing the significant amount of grants.

Goals for Next Quarter

- Create a quarterly status and financial report for all capital improvement projects which will be included in the Quarterly Financial Statement package.

- Host the annual audit with Blum, Shapiro & Co.
- Continue to work with the Finance Committee to review and revise the Town's financial management policies to strengthen Mansfield's financial condition.
- Continue providing funding analysis and guidance on infrastructure improvements and financial reporting and drawdown requests on the Storrs Center grants.
- Prepare all annual State Department of Education reports for the Mansfield Board and Regional School District #19
- Oversee the preparation of the Comprehensive Annual Financial Report for the Town, Region 19 and Eastern Highlands Health District.

ACCOUNTING AND DISBURSMENTS

Summary of Operations

- Completed all quarterly payroll tax reports for the first quarter of calendar year 2012
- Completed quarterly financial reporting for numerous grants, including EHHD's Bioterrorism grant, Obesity Reduction Grant, & multiple other health grants.
- Continued the training for user departments on purchase order entry thereby eliminating duplicate keying
- Prepared the Bank Reconciliations for the Town and Region 19
- Prepared preliminary reports for the FY 2012 audit
- Provided Year-End closing memos and worked with MBOE and Region on Purchase Order/Payment Voucher deadlines
- Prepare all summer payroll for MBOE and Region 19
- Began year end journal entries for fiscal year close
- Prepared cash requirements and member town contributions for 2012/13 for Region 19
- Created Check Run schedule for FY 2013

Status of Major Projects and Initiatives

- Energy Watch Dog Software- reconciled all entered data from FY 2010, 2011 and 2012 to the General Ledger. Began entering the utility bills in software as they are paid.

Budget Overview

- Revenues- 100.9% of revenues collected at year end compared to last year only 99.32% was collected.
- Expenditures – 97.54% of budget expended at year end compared to last year's 108.61% of budget spent last year.

Issues and Challenges

- There are no issues at this time

Goals for Next Quarter

- Issue all internal and external quarterly reports
- Prepare all quarterly payroll tax reports
- Prepare quarterly financial reports for EHHD's many health grants
- Continue preparing year end closing journal entries
- Perform PO rollover
- Capitalize 2011/12 fixed assets and calculate depreciation
- Work on FY 2012 audit

REVENUE COLLECTION

Summary of Operations

- Prepared for 2012-13 tax season by reviewing data for accuracy, updating data for best information available by various sources, setting up new billing process with new vendor.
- Billed utilizing new system the insurance for April 2012, May 2012 and June 2012, refuse for April 2012 and tax bills in June 2012.
- Sent lien notices to open tax accounts utilizing new system in May 2012. Filed liens in June 2012.

Status of Major Projects and Initiatives

- Conversion of data complete. Balancing of the data complete.
- Program bugs exist and improvements will be determined with Quality Data in the September/October time frame. Areas of focus are:
 - refuse billing non-financial information (i.e. route list, phone number, some layout of data fields and report needs)
 - insurance billing interest calculation is not designed well and requires careful checking. Most are paid on time so this is a small issue.

Budget Overview

- Revenues – through June 30, 2012 were as follows:
 - All Taxes – current levy, delinquent taxes, interest, and suspense collections \$25,879,400 – 99.47% of budgeted revenues of \$26,017,320.
 - Parking tickets – \$10,905 – 139% of budgeted revenue of \$7,800.
 - Refuse – \$885,350 – 97.5% of budgeted revenues of \$907,625
 - Sewer – April 2012 to March Budget 2013 – collected \$88,720 or 52% of budget of \$169,600 as of June 30, 2012.

Issues and Challenges

- No major issues or challenges other than normal course of business with tax season and a new system. All issues were minor and manageable learning the new process.

Goals for Next Quarter

- Process July refuse billing under Quality Data Services software.
- Operate new system during tax collection season and hold debrief after season to list issues and make a plan to finding appropriate remedies for the next.
- Implement On-line inquiry and payment processes for use by Mansfield's citizens and other customers for new tax year – target date is September 1st.

ASSESSOR

Summary of Operations

- Completed the review and processing of all property transfers for the period covering April 1 – June 30, 2012. There were 129 documents reviewed.
- Completed all sales analysis for the same period. There were 55 sales, which were catalogued for use by the public.
- Completed the M13 and M13a reports of taxable and non-taxable properties for the October 1, 2011 Grand List. The reports were submitted to the State's Office of Policy & Management prior to the May 1st annual due date.
- In conjunction with the Human Services Department, which performs the intake, the Assessor's Office processed the State program for Elderly Homeowners for the 2011 Grand List, which is due July 1st, annually. There were 76 applicants and 33 renewals. Additionally, there are 3 homeowners enrolled in both local programs (original local homeowners and the local "freeze" program).
- Field inspections continued for permit work with an emphasis on properties that were issued a Certificate of Occupancy. Pro-rate letters were mailed to property owners and tax bills generated for the current billing cycle.

Status of Major Projects and Initiatives

- Conversion to Quality Data Service, Inc. (QDS) for the Assessor's Office Administrative software package is now complete.
- Phase 1A – Downtown Storrs buildings TS-1 and DL ½ are nearing completion. Final inspections anticipated mid-August upon issuance of Certificates of Occupancy.

Budget Overview

- Revenues for copies of property records cards and maps are on target.
- Funding for the QDS Conversion is through the Capital Budget rather than the Assessor's Office.
- Other expenditures are on target with no major outlays or purchases anticipated for the rest of the fiscal year 2011/12.

Issues and Challenges

- None to report this quarter.

Goals for Next Quarter

- Continue to process all property transfers and legal changes to the records in preparation of the October 1, 2012 Grand List.
- Submission of the M57 Additional Veterans Report to the Office of Policy and Management for the 2011 Grand List, due annually August 1st.
- Continue field inspections for permit work, including the new Downtown Storrs buildings.
- Mail Personal Property Declaration forms for the 2012 Grand List to all business owners and owners of unregistered motor vehicles by mid-September. Completed declarations due by Thursday, November 1, 2012.
- The Board of Assessment Appeals hearings for Motor Vehicles will be held in the Assessor's Office on Saturday, September 15th between 9:00 AM – 12:00 PM.

TOWN OF MANSFIELD

DEPARTMENT OF PUBLIC SAFETY

OFFICE OF EMERGENCY MANAGEMENT

JOHN JACKMAN, DIRECTOR
FRAN RAIOLA, ASSISTANT DIRECTOR



AUDREY P. BECK BUILDING
4 SOUTH EAGLEVILLE ROAD
MANSFIELD, CT 06268-2599
TELEPHONE (860) 429-3328
FACSIMILE (860) 429-3388

QUARTERLY REPORT

Summary of Operations

- Continue to coordinate and plan for disasters and emergencies.
- Maintain and update The Mansfield Emergency Operations Plan as needed.
- Support other departments and organizations with reviewing and implementation of emergency plans.
- Continue to coordinate with the DEMHS and the Region 4 coordinator.
- Continue to meet and coordinate with WINCOG and area Emergency Management Directors to plan and share resources.
- Coordinate disaster recovery with FEMA.
- Coordinate communications equipment and plan for town resources.
- Continue to be a supporting partner with the University of Connecticut for their Millstone Host Community Program.
- Continue to assist and administer emergency management grants.
- Administer and coordinate the town's AED program (defibrillators).
- Continue to coordinate Town/UConn/Landlord/Business meetings to discuss emergency management issues such as communications, on-site management, policing, parking, security, crowd control/reduction and matters of public safety.
- Coordinate multiple agency post-Spring Weekend assessment of cooperative efforts.
- Management of Severe Repetitive Loss projects with local owners and FEMA to prevent future damage to home due to flooding.

Major Initiatives and Projects

- Coordinated the FEMA recovery for Storms Irene and Alfred. With respect to Storm Irene, the town has been awarded reimbursement 75% of the following \$34,700.00 for Debris/DPW; \$24,214.15 Fire and Police; \$31,000.00 Emergency Protective Services; \$1,019.00 School roof repairs. Storm Alfred documentation was submitted by Town, the matter is still in review and processing with FEMA. Award amounts are to be determined although estimated in similar range.
- Planning and Coordination for the upcoming Statewide Disaster Drill.
- Assisted University of Connecticut Public Safety Officials with planning for the Millstone Host Community Exercise and coordinated with Mansfield Fire Department personnel during the exercise.

Training

- Radiological and Host Community training with Mansfield Fire Department personnel.

Issues and Challenges

- The Storrs Center project continues to place a large demand on department resources. In addition to the Storrs Center project, the department will be required to oversee other development and projects within the town as well as provide and maintain the responsibilities for mandated inspections, fire investigations, hazard complaints etc.
- The Administrative person assigned to the Fire Marshal/Fire Prevention Division also has responsibilities for Emergency Management, Voice Communications, and Housing Inspection. These multiple duties along with the increase in work load are creating challenges to deliver timely and professional work.

Goals

- Review and update the Town's Shelter plan.
- Apply for grant funding to upgrade the town's Emergency Operations Center.
- Apply for grant funding to upgrade radio communications equipment at the Firehouses.



TOWN OF MANSFIELD
Mansfield Fire Department
Office of Fire Marshal



JOHN JACKMAN, DEPUTY CHIEF / FIRE MARSHAL
FRAN RAIOLA, ASST. CHIEF / DEPUTY FIRE MARSHAL

AUDREY P. BECK BUILDING
4 SOUTH EAGLEVILLE ROAD
MANSFIELD, CT 06268-2599

TELEPHONE (860) 429-3328 -- FACSIMILE (860) 429-3388 -- WWW.MANSFIELDCT.GOV

QUARTERLY REPORT

Summary of Operations

- Enforcement of the Connecticut State Fire Code and Fire Prevention Code through required routine inspections, plan reviews, construction inspections, and complaint investigations.
- The following activity was conducted by the Fire Prevention Division during this quarter.
 - 104 Inspections
 - 20 Plan reviews
 - 21 Fire Investigations/complaints
 - 9 Public Education programs
 - 38 Meetings
 - 18 Training programs
 - 38 Open Burning Permits
 - 0 Blasting Permits
- Management of the Fire Department Records/Reporting system (NFIRS).
- Provide support and review work for Fire Lane and emergency access to the Planning and Zoning Commission.
- Provide support to Human Services for issues related to fire and safety hazards in the community.

Major Initiatives and Projects

- Implementation and management of the Deputy Fire Marshal Inspection Program.
- Storrs Center Project enforcement and technical support.
- Coordination of the Fire Prevention Committee. This committee plans and administers Fire Prevention and Life Safety Education programs in all public and private schools, and in the community.
- Continued improvements to electronic reporting and records for the inspection program, complaint investigations, and fire investigations.
- Development of a draft SOG for Fire Investigation.
- Coordinate and Administer the Fire Prevention Poster Contest for 4th and 5th grade students.
- Developed a pilot program for a neighborhood fire prevention & safety program.
- Developed and delivered fire prevention & safety program to the regional VNA for home health workers including a hoarding awareness program.

- Coordinated and assisted in the implementation of a Fire Evacuation plan for the Juniper Hill community.
- Continued to serve as the President of the Windham County Fire Marshal's Association and build professional relationships with State and Local Fire Marshals.

Training

- Monitor and coordinate that all Deputy Fire Marshals are meeting the state mandated requirement for training hours.
- Support, training, and coordination of the Storrs Center Project as well as other major projects in town with Fire Department personnel through weekly site visits and information.
- Training for Deputy Fire Marshals to better standardize and improve quality of inspections and fire investigations.
- Continued participation in training programs for Fire Investigation and Code Enforcement offered by the State Fire Marshal's Office, CT Fire Academy, and professional organizations including CT Fire Marshal Association and International Association of Arson Investigators.

Issues and Challenges

- The Storrs Center project continues to place a large demand on department resources. In addition to the Storrs Center project, the department is required to oversee other development and projects within the town as well as provide and maintain the responsibilities for mandated inspections, fire investigations, hazard complaints etc.
- The Administrative person assigned to the Fire Marshal/Fire Prevention Division also has responsibilities for Emergency Management, Voice Communications, and Housing Inspection. These multiple duties along with the increase in work load are creating challenges to deliver timely and professional work.

Goals

Continue to maintain all departmental responsibilities and creatively manage resources to meet demands.

**TOWN OF MANSFIELD – FIRE DEPARTMENT
OFFICE OF FIRE MARSHAL**

**OVERVIEW
– 4TH QUARTER 11/12 –**

ACTIVITY DETAILS:

TYPE	APRIL	MAY	JUNE	4 TH QUARTER
Inspection	21	43	40	104
Plan Reviews	3	9	8	20
Fire Investigations / Complaints	12	3	6	21
Public Education	2	7	0	9
Open Burn Permits	11	16	11	38
Blasting Permits	0	0	0	0
UST Removals	0	0	0	0
Training	1	11	6	18
Meetings	16	9	13	38
Other (inc. walkthru)	7	13	14	34

REVENUES:

MONTH	PERMIT FEE – STORRS CENTER	PERMIT FEE – COMMERCIAL	BLASTING PERMIT FEE	FINES	COPIES	TOTAL RCD
APRIL	\$292.18	\$292.90	\$0	\$0	\$0	\$585.08
MAY	\$5,636.88	\$7,621.56	\$0	\$0	\$0	\$13,258.44
JUNE	\$6,873.73	\$0	\$0	\$0	\$0	\$6,873.73
TOTAL QTR:	\$12,802.79	\$7,914.46	\$0	\$0	\$0	\$20,717.25

Town of Mansfield
Quarterly Report
Department of Human Services
April 1- June 30, 2012

Summary of Operations

Administrative and Adult Services:

- 167 unduplicated clients were assisted through 341 contacts with case management services, financial assistance and the food bank.
- 77 unduplicated applications were processed for the Elderly/ Disabled Renters' Program through 132 contacts.
- 21 unduplicated applications were processed for the Elderly/ Disabled Homeowner's Program through 36 contacts.
- 12 families accessed the Food Pantry, and 20 individuals received financial assistance through the Special Needs Fund.
- 58 applications were processed for Fee Waivers.
- Sponsored a community presentation by the CT Family Empowerment Network.

Senior Services

- There were 5456 visits to the Senior Center by 448 unduplicated members and 299 guests.
- A total of 1864 meals were served at the Center to 236 individuals. A total of 1271 Meals on Wheels were delivered.
- A total of 37 rides were provided through the Volunteer Transportation program by 18 drivers.
- 228 individuals participated in various Enrichment Programs and Community Education events including computer classes, art classes, writing group, quilting, bridge, and chorus for a total of 764 contacts.
- 174 seniors participated in different social events including special lunches, bingo, jewelry class, and other games for a total of 700 contacts.
- 103 seniors participated in ongoing fitness and exercise programs including yoga, Tai Chi and therapeutic exercise, for a total of 1396 contacts.
- 141 seniors received health and wellness services including health screening, podiatry, blood pressure screening, reflexology and massage services for a total of 234 contacts.
- 49 seniors received Social Work services including case management and counseling.
- Sponsored community presentations on Identity Theft and Senior Scams in partnership with TRIAD.
- Hosted the Annual Volunteer Appreciation luncheon.

Youth Service Bureau:

- There were 1303 client contacts with 159 unduplicated clients through counseling, case management, psychiatric, group therapy, and positive youth development programs.
- There were 328 client contacts in a wide variety of group therapy and support groups.
- 16 “at risk” 7th and 8th grader students participated in the 36th Mansfield Challenge, a week-long wilderness program.
- 43 clients received psychiatric services, including assessment, group therapy and medication management.
- 38 at risk children and one family were assisted with positive summer activities, including camperships.

Early Childhood Services:

- Through the School Readiness Program, 16 children received early care and educational services at one of four nationally accredited centers.
- Disbursed funds from the Quality Enhancement grant to one of the centers’ staff members working on a BA/BS in Early Childhood Education.
- Sponsored events related to the Annual Week of the Young Child.

Status of Major Projects and Initiatives/Grants

Administrative and Adult Services:

- Completed the Department of Mental Health and Addiction Services’ Health Campus Initiative, culminating with the successful “Rage on the Same Page” campaign to encourage responsible party hosting.
- Participated in the Annual Eastern Region Fair Housing workshop, and developed materials and protocols to support Mansfield’s Fair Housing initiatives.
- Participated in two statewide Emergency Management Symposia in preparation for revisions to Mansfield’s Emergency Management Plan.

Senior Services:

- Hosted a presentation by Congressman Joe Courtney on changes to Medicare and Medicaid and the impact of the Affordable Healthcare Act on seniors.

Youth Service Bureau:

- Expanded the capacity of Youth Services through collaboration with the Mansfield Middle School in developing an after-school mentoring program for the next academic year.
- Collaborated with the Connecticut Youth Service Association to improve documentation of services and use of a results based accountability system.
- Expanded the Youth Services Advisory Board, including more key community leaders.

Early Childhood Services:

- Hosted a Design Day and celebration for the Community Playground, with students from all elementary schools working with the playground design consultant.
- Submitted applications for continued funding through the School Readiness and Graustein Discovery grants.
- Awarded a School Readiness Quality Enhancement grant to support professional development of early childhood educators.

- **Budget Overview**

Administrative and Adult Services:

- The annual budget was overspent by approximately \$3200, a reflection of fee waivers in excess of budget by \$3600 and costs incurred due to storms Irene and Alfred. A portion of these costs were offset by savings in other budget line items.

Senior Services:

- The annual budget was overspent by approximately \$6000 to reflect adjustments to old account balances.

Youth Service Bureau:

- The annual budget was overspent by approximately \$3700 to account for adjustments to the Mansfield Challenge program.

Early Childhood Services:

- The Discovery budget for our bridge grant was significantly underspent, and a revised budget has been created for the next year to reflect the use of these carry-in funds.

Issues and Challenges

Administrative and Adult Services:

- Failure to replace the department's pool car interferes with home visits and travel outside of the office.
- Changes to state assistance programs have created an increased demand for municipal services.

Senior Services:

- Lack of space interferes with program expansion.
- Funding problems for our food service provider have made program planning difficult.

Youth Service Bureau:

- Recruiting new student volunteers, as many have graduated.
- Inadequate space for growing numbers of clients in group programs.

Early Childhood Services:

- Loss of key volunteers as members of the early childhood collaborative.
- Need to update Mansfield's Plan for Young Children.

Goals for Next Quarter

Administrative and Adult Services:

- Evaluate the status of the departmental management study, intended to critically evaluate the mission and vision of the Human Services Department, along with the services, staffing, resources needed and organizational structure of the department required to deliver these services.
- Consolidate community fund raising initiatives related to Special Needs, camperships and holiday donations.
- Update the department's emergency operation plan relative to responsibilities for sheltering and mass care.

Senior Services:

- Maintain total participation at the Mansfield Senior Center at 20,000 per year.
- Develop an internal review process utilizing the My Senior Center computer program to evaluate participation rates and effectiveness of programs being offered at the senior center by January 2013.
- Solicit and review programs offered at other Senior Centers both locally and nationally to determine if there are additional programs that should be offered at the Mansfield Senior Center by May 2013.

Youth Service Bureau:

- Recruit, train and orient new interns and volunteers in preparation for the upcoming academic year.
- Provide clinical services for families throughout the summer.

- Continue to collaborate with local universities to foster mentorship and volunteerism in the community.

Early Childhood Services:

- Work with a consultant to begin the update of Mansfield's Plan for Young Children.
- Present the results of the Community Connectedness survey and other data work to the Town Council and Board of Education.
- Develop a workable budget for the community playground project.

Town of Mansfield
Quarterly Report
Information Technology Department
April 1, 2012 to June 30, 2012

Summary of Operations

- Handled 260 formal support tickets for computer and telephone assistance. This number does not include frequent informal and ongoing support.
- Supported the mansfieldct.gov website that currently includes 1,695 informational webpages and 40 QNotify email subscription lists.

Status of Major Projects and Initiatives

Use technology to collect and store data to meet operational needs and inform decision making.

- Tax and Assessor Systems: The new database is in use and the old systems are discontinued.
- MFD Fire Database: The new system is in use and the old database is discontinued.
- VeriTime Timeclocks: Implementation is complete with all maintenance and custodial staff tracked through the new system.
- Animal Control System: Programming is finished and the new system is now fully implemented.
- Dog License System: The new system is completed and is handling all license renewals as of June 1.
- Marshal Database: Review is continuing on this project with an undetermined completion date at this time.

Leverage technology to achieve cost savings and efficiencies.

- Implemented new databases that allow municipal staff to more efficiently complete work (see previous set of bullet points).
- Discontinued the monthly cost of nine copper telephone lines in favor of our existing internal IP network.
- Re-used the existing Middle School phones and infrastructure by replacing only the central system components.
- Redesigned the Mansfield Public School websites using the existing Town hosting space to avoid additional hosting costs.
- Continued hosting nearly all servers on a virtual platform to limit physical hardware, air conditioning, and electrical costs.
- Led a consortium RFP to obtain the most favorable vendor responses and pricing for wireless equipment.

- Redeployed older computers into secondary roles to continue their effective use and limit equipment purchases.
- Implemented Microsoft Office 2010 on forty-four computers.

Budget Overview

- Preparation for the new budget year is now completed and purchases are awaiting the start of the fiscal year on July 1.
- The Department adhered to its allocated budget by carefully managing expenses.
- The previous budget year's elimination of the IT Manager position is continued and yielding \$65,526 in annual wage savings.

Issues and Challenges

- Our public wireless system has to meet increasing demands as citizens expand their use of laptops, tablets, and handhelds. This summer we will begin to improve its programming to meet this need.
- The Alpha VMS server is increasingly incompatible with current technologies and needs to be discontinued. We are continuing to transfer databases away from this system.
- We have made improvements to our website's search function, but the 1,660 webpages and thousands of documents continue to overwhelm it. We are working on a solution to meet this need.

Goals for Next Quarter

Phase out the Alpha VMS system to ensure efficient, compatible, and reliable databases.

- Complete initial design work to convert the registrar database from the Alpha to FileMaker Pro using our own existing internal staff.
- Collaborate with the Town Clerk's Office to begin development of a RFP for the Clerk's database capital project initiative.
- Program a database outline for converting the Marshal database to FileMaker Pro.

Leverage emerging technologies to contain costs and reduce impact on the environment.

- Establish environmentally appropriate written technology purchasing guidelines as part of our participation in the State Electronics Challenge sponsored by the Northeast Recycling Council.

- Maintain primary server systems on virtual and cloud based platforms to limit the use of electricity and reduce the need for replacement hardware.
- Achieve thin client computing on at least 10% of our systems to reduce costs and bulk waste.

Adapt the public wireless infrastructure to meet the increased use we are seeing among our citizens for Wi-Fi access in our public spaces.

- Deploy a modern public wireless system at the Mansfield Public Library to handle the bandwidth coverage need of citizens.
- Update the controller capabilities for the municipal public wireless to more reliably accept connections from newer mobile tablet and handheld operating systems.

Provide information technology and phone support to all departments.

- Deploy Microsoft Office 2010 to thirty-five additional users.
- Respond to computer and telephone support needs.
- Support the mansfieldct.gov website and QNotify lists.

Town of Mansfield
Quarterly Report: April - June 2012
Mansfield Public Library

Summary of Operations

- Completed a new library behavior policy and created a discipline procedure to align library policy with other town departments' policies.
- With the help of the IT Department, the library is now a wireless hotspot, with open access throughout the building as well as outside.
- The library revised its circulation procedures to improve access to materials both within and outside the library.
- See attached work measurements.

Status of Major Projects and Initiatives

- **Expanding Materials Availability:**
 - The library joined the statewide reQuest interlibrary loan system, which gives residents the ability to request materials online from libraries across Connecticut as well as items located out of state.
 - We updated our circulation policy to reflect our membership in reQuest as well as to bring the library into compliance with Bibliomation (our consortium) policies.
 - Mansfield residents now have the exclusive ability to place holds on all new materials in all formats for the first 6 months we own them. After 6 months, residents of other towns may place holds.
- **Improving Online Access:**
 - The library is in the process of purchasing 5 new laptops and 5 iPads for patron use within the library and for technology programs which will be held at least monthly beginning in September. Funded by the Friends of the Library.
 - We introduced Universal Class - an online service providing 500 courses on topics ranging from accounting, computer training, business, to art, hobbies, and self help. Town staff has used this service to train for Microsoft Office 2010. Funded by the Friends of the Library.
- **Increasing the library's profile in the community:**
 - The library has a weekly blog on the Mansfield Patch site.
 - The library is currently creating a new WordPress based web site, which can be easily kept up to date by library staff.
 - We are responsible for the new town newsletter, the *Mansfield Minute*, which is helping the library to build relationships with other town departments.

Mansfield Public Library FY12Q4 Report

- **Programs:**
 - Summer Reading began on June 20, and has been very popular with all age groups, from children to adults. Summer Reading is funded through a combination of operating funds and contributions from the Friends of the Library.
- **Policy/Plan Review:**
 - The library's new circulation policy, technology plan, and patron registration forms have been completed.
 - Library computer use policies will be reviewed in the coming quarter.

Unless stated otherwise, all the above work is being done by staff during normal work hours, and does not impact the budget beyond already allocated payroll funds.

Budget Overview

- Revenues – Fine income dropped significantly, from \$16,528.85 in FY11 to \$8649.68 in FY12. This drop can be explained due to the fact that the library now emails reminders to patrons to return items on time, which has been very effective.
- Expenditures – We expect, once finance has completed their analysis, to have finished the fiscal year within budget.

Issues and Challenges

- Humidity in building/mold issues. We have begun monitoring building humidity.
- Three of six library pages will be leaving in August. We will need to hire and train replacements.
- Shelf space in many collections is getting tight. We need to review collections and make priorities for space.

Goals for Next Quarter

- Library computer use policies will be reviewed as we purchase new equipment and begin providing more technology based programs and classes.
- Go live with new library web site.
- Explore more community outreach opportunities.
- Review youth collection development to determine how best to complement Mansfield school department's "core curriculum."

	4th Qtr 11-12	4th Qtr 10-11	% Change	FY 12 to Date	FY11 to Date	% Change
Hours of Service	641	623	2.9%	2,486	2,522	-1.4%
# of Programs Provided	106	78	35.9%	278	353	-21.2%
Total Program Attendance	3,349	1,981	69.1%	9,043	8,868	2.0%
Questions Answered	2,798	2,804	-0.2%	14,176	13,671	3.7%
Collection Size: Total	83,686	82,533	1.4%	83,373	82,533	1.0%
Print	74,667	69,132	8.0%	74,211	69,132	7.3%
Audio	3,924	6,302	-37.7%	3,949	6,302	-37.3%
Visual	4,896	4,703	4.1%	5,008	4,703	6.5%
Misc	199	2,396	-91.7%	205	2,396	-91.4%
Number of Library Cardholders	9,847	9,086	8.4%	9,658	9,086	6.3%
Library Visitors	21,183	20,163	5.1%	82,619	83,270	-0.8%
Volunteer Hours	134	125	7.2%	561	714	-21.4%
Total Circulation	58,219	56,480	3.1%	231,852	242,997	-4.6%
Local Circulation	55,241	52,925	4.4%	219,131	230,083	-4.8%
Items Circulated In-House	1,998	2,715	-26.4%	8,670	9,206	-5.8%
Downloadable audio/ebooks	449	413	0.09	1,813	1,888	-4.0%
Interlibrary Loan to Other Libraries	980	840	16.7%	4,051	3,708	9.3%
Loans to Nonresidents	7,710	11,845	-34.9%	45,893	53,329	-13.9%
Total Inter-Library Loans	2,759	2,484	11.1%	11,612	11,569	0.4%
<i>ILL from other libraries</i>	1,779	1,644	8.2%	7,561	7,861	-3.8%
<i>ILL to other libraries</i>	980	840	16.7%	4,051	3,708	9.3%
Wireless Internet Users	454	198	129.3%	1123	669	67.9%
Public Computer Use	6,746	3,831	76.1%	18075	12,408	45.7%
Website Visitors	5,886	5,221	12.7%	17344	24,419	-29.0%
<p>~ Fewer library programs were run while the library was going through staff transitions. Programming has begun to return to previous levels.</p> <p>~ The drop in audio materials reflects a shift to online, downloadable audiobooks, and the weeding of books on tape which no longer circulated.</p> <p>~ The drop in the miscellaneous category reflects the re-cataloging of materials.</p> <p>~ The drop in loans to nonresidents will be monitored. Unknown causes.</p> <p>~ The drop in website visitors reflects a change in the way these statistics are compiled at the</p>						

Town of Mansfield
Quarterly Report
Parks & Recreation Department
Spring Quarter – April, May, June 2012

Summary of Operations

- Administration
 - Marketing & Membership
 - Signed Business Partnership Agreement with Oaks on the Square Management
 - Conducted successful membership extension promotion for 300 existing memberships
 - Conducted “We Want You Back” campaign resulting in 27 returning members
 - 50% off 3-month summer promotion resulted in 164 memberships
 - Sold/renewed 882 memberships (1,595 members) and maintained 1,884 memberships (3,929 members)
 - Coordinated 21 birthday parties
 - Personnel & Training
 - Supervised ECSU student intern
 - Oversaw interview and hiring practices for part-time staff
 - Directly supervised 3 full-time professional level staff, 6 professional part-time and 13 part-time, non-professional employees
 - Maintained pre-service and in-service training for all department staff; including customer service training curriculum
 - Provided direct supervision to weekend supervisor staff
 - Provided indirect supervision and direction of custodial and maintenance staff
 - Provided direction, oversight and approval of staff work schedules
 - Financial Management
 - Managed and maintained over 150 fee waiver household accounts
 - Miscellaneous
 - Hosted Connecticut Parks Association meeting
 - Participated in a regional Parks and Recreation Director planning meeting.

- Aquatics
 - Conducted 57 learn-to-swim and aquatic classes with 420 participants
 - Provided 163 private swim lessons
 - Conducted 4 Community Adult CPR/AED classes FREE to members and residents thanks to a member donation
 - Conducted staff training for approximately 25 aquatic staff including updating current staff member to the new ARC Lifeguard Training Program released Feb., 1, 2012
 - Opened Bicentennial Pond for 2012 summer season and assisted with the delivery of aquatic programs and waterfront supervision for Camp Mansfield
- Fitness
 - Staff Hiring, Training and Supervision
 - Oversaw interview and hiring practices for part time staff
 - Provided direction, oversight and approval of staff work schedules
 - Programming
 - Offered over 60 Fitness classes including over 400 participants
 - Offered 4 health and fitness seminars free to members
 - Hosted annual Bike Tour for 125+ participants.
- Programs & Special Events
 - Hosted A Day at the Center on May 5
 - Hosted 5 Family Fun Nights at the Community Center.
 - Provided 3 free Mansfield days at the Community Center.
 - Provided care at 3 Parents' Night Outs
 - Held April Vacation Camp, Survival Skills Camp, and Soccer Camp during April vacation
- Parks
 - Facilitated a cooperative agreement between the CT Department of Agriculture and the Town of Mansfield to enter into the Community Farms preservation program
 - Prepared relevant information to assist the Ordinance Development Review Subcommittee to evaluate scheduling a public hearing for a Right-to-Farm Ordinance and three optional municipal tax incentives for farms
 - Finalized Dorwart Preserve Trail Guide
 - Facilitated parks projects with boy scouts
 - Hosted CT Trails Day events
 - Assisted the Open Space Preservation Committee.
 - Agriculture Committee and Parks Advisory Committee in preparing an Open Space Action Plan Developed draft leasing policy town-owned agricultural land

- With other town departments, drafted the Town of Mansfield's application to the Neighborhood Assistance Act for a Tax Credit Program to provide funding for approved programs for municipal and tax exempt organizations by providing a corporation business tax credit for businesses who make cash contributions

Status of Major Projects and Initiatives

- Assisted with generator upgrade project at the Community Center
- Planned annual shut-down projects including the shower wall re-construction project
- Oversaw a fence project at Southeast Park
- Participated on the Mansfield Community Playground Committee

Budget Overview

- Revenues
 - Collected \$544,100.00 in revenue for memberships, programs, daily admissions, and contributions
- Expenditures
 - Expenditures are expected to be under the appropriated budget

Issues and Challenges

- None this quarter

Goals for Next Quarter

- Oversee Community Center facility operations
- Supervise and evaluate Summer programs
- Oversee comprehensive Day Camp program
- Oversee operation of Bicentennial Pond
- Develop Fall programs and produce program brochure
- Conduct Summer Concert series
- Conduct aquatic and camp staff orientation and training
- Coordinate and oversee capital projects

Attachments

- Summary Program Statistical Report
- Summer 2012 Part-time Staff List
- Community Center Membership Trends Graphs (2) - Memberships
- Community Center Membership Trends Graph - Members
- Community Center Facility Usage Reports

MANSFIELD PARKS and RECREATION DEPT.
Statistical Report
Spring Programs 2012
SUMMARY SHEET

PROGRAM	REVENUE	WAIVED	EXPENSE	RECOVERY	ENROLLED	CLASSES
Adult Programs	9,286.00	630.30	7,132.27	139%	155	21
Youth Programs - General	16,152.75	3,413.61	10,942.20	179%	360	44
Vacation Camps	16,965.00	5,457.00	11,811.25	190%	240	8
Swim Lessons Public	26,252.00	3,952.10	7,335.76	412%	420	57
Swim Lessons Private	6,205.00	0.00	2,445.00	254%	163	163
Fitness - General	21,460.00	1,340.00	17,413.00	131%	412	54
Drop-in (see note 4)	882.00	0.00	note 4		29	n/a
Fitness Flex (see note 5)	6,526.00	0.00	note 5		31	n/a
Pers.Training/Massage Ther.	23,119.50	0.00	15,167.00	152%	403	403
Child Care	3,594.00	0.00	7,036.46	51%	1,164	n/a
Trips	4,496.58	0.00	3,737.78	120%	33	2
Special Events	1,402.50	107.10	617.08	245%	39	3
TOTAL	136,341.33	14,900.11	83,637.80	181%	3,449	755
Notes:						
1) Program report only, includes direct program finances,						
does not include facility and indirect supervision overhead						
2) Community Center Child Care enrolled numbers are equivalent to hours purchased						
3) Community Center Membership Fee Waivers for this quarter - \$9,508						
4) Fitness drop-in expenses are included in general fitness						
5) Fitness Flex revenue from passes purchased during this period, but that may be used in other quarters						

- 68 -

**Mansfield Parks & Recreation
Part Time Staff List
Summer 2012**

AQUATICS:

Doug Adil
Dan Berger
Nora Claus
Patrick Cox
Nate Cuyler
Nicole Davies
Ellen Deering
Sarah Doppstadt
Kaela Drzewiecki
Shane Enright
Siobhan Flynn
Amanda Gendron
Louis Goffinet
Craig Hodgins
Melissa Hodgins
Emma Hoyle
Chris Kegler
Alicia Kelley
Hillary Kenyon
Patrick Krecidlo
Todd Lambert
Mehnaz Madraswalla
Sabiha Madraswalla
Amy McKenzie
Alix Moriarty
Alison Risley
Hailey Rosa
Olivia Rudd
Lauren Sheldon
Kevin Shin
Carli Shroyer
Rick Simonsen
Carl Underwood
Connor Yanicky

YOUTH & ADULT:

Martina Wharton
Mia Pomeranke
Arlene Alert
Sandra Burbage
Kelly Madenjian

SPORT & SPECIALTY CAMPS

Ron Pires
Kirk Murad
Betsy Parker
Liz Moynihan
Nicole Cote
Matt Tainmen
Dan Mindek
Alec Malecki
Min Lin
Calvin Knecht
Zach D'Agata
Carder Chatey
Gail Murphy-Emp
Mike DiStefano
Jason Pagnataro

DAY CAMP:

Kyle Dunnack
Duncan Campbell
Kevin Kochis
Brittany Lewis
Tiffany Hall
Mallory Hepple
Jed Lane
Jen Gross
Hannah Sobieski
Dave Keplesky
Chad Vincente
Kelsey Gross
Rachel Watson
Morgan Siniscalco
Taylor Hennessey
Lynda Chamberlain
Emily Chalk
Louis Goffinet
Caitlyn Metsack
Caitlin Briody
Justin Kaeser
Marysa Semprebon
Hailey Rosa

Thomas Chadwick
Paul Ferrence
Emily Handel
Katie Javaruski
Rebecca Kaufman
Allison Koehler
Hannah Kruger
Cassandra Svelnys

TEEN CENTER

Hannah Sikand
Kevin Kochis
Morgan Siniscalco
Jed Lane
Hannah Sobieski
Louis Goffinet

CHILDCARE

Alison Adams
Ariel Blair
Kim Blair
Jackie Rivard
Rachel Ziko
Hannah Sikand
Aleesha Quintana
Pam Minichello
Sam Avis

RECEPTIONISTS:

Janet Avery
Ariel Blair
Kim Blair
Amanda Gendron
Althea Lozefski
Tonya Ohlund
Lazarus Pittman
Jan Stephens

FITNESS:

Assistants

Randy Amorim
Steven Cessario
Alec Choleva
Krista Fitzgerald
Conor Hackett
Katey Hurley
Dave Keplesky
Liz Moran

Lazarus Pittman
Paul Secola
Rick Simonsen

Instructors:

Nancy Alder
Paul Bushey
Sharon Coriaty
Anne Crone
Jodi Farno
Patty Flubacher
Todd Friedland
Amy Goodwin
Lizzie Hochdorfer
Melissa Hodgins
George Hoffman
Bruce Hopper
Jerry Kleinman
Kelly Madenjian
Ron Manizza
Eileen Melody
Dorinda Miller
Elle Noel
Kathy O'Connor
Margherita Shaw
Fran Storch
Nanette Tummers
Patty Vinsonhaler

Personal Trainers:

Julie Dutton
Jodi Farno
Gerry Kleinman
Lynn Mardon
Paul Secola
Jessica Tracy

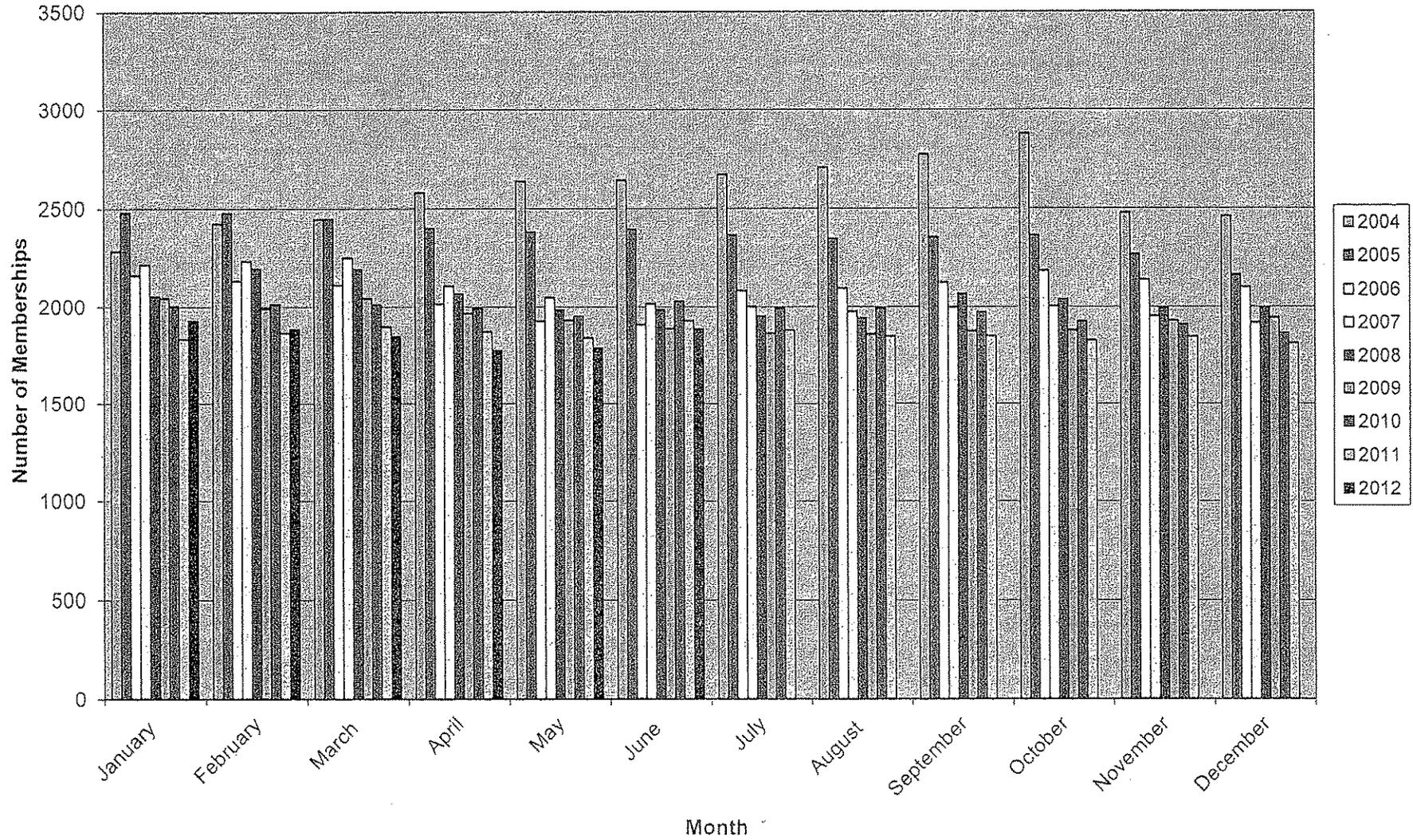
FACILITY SUPERVISOR

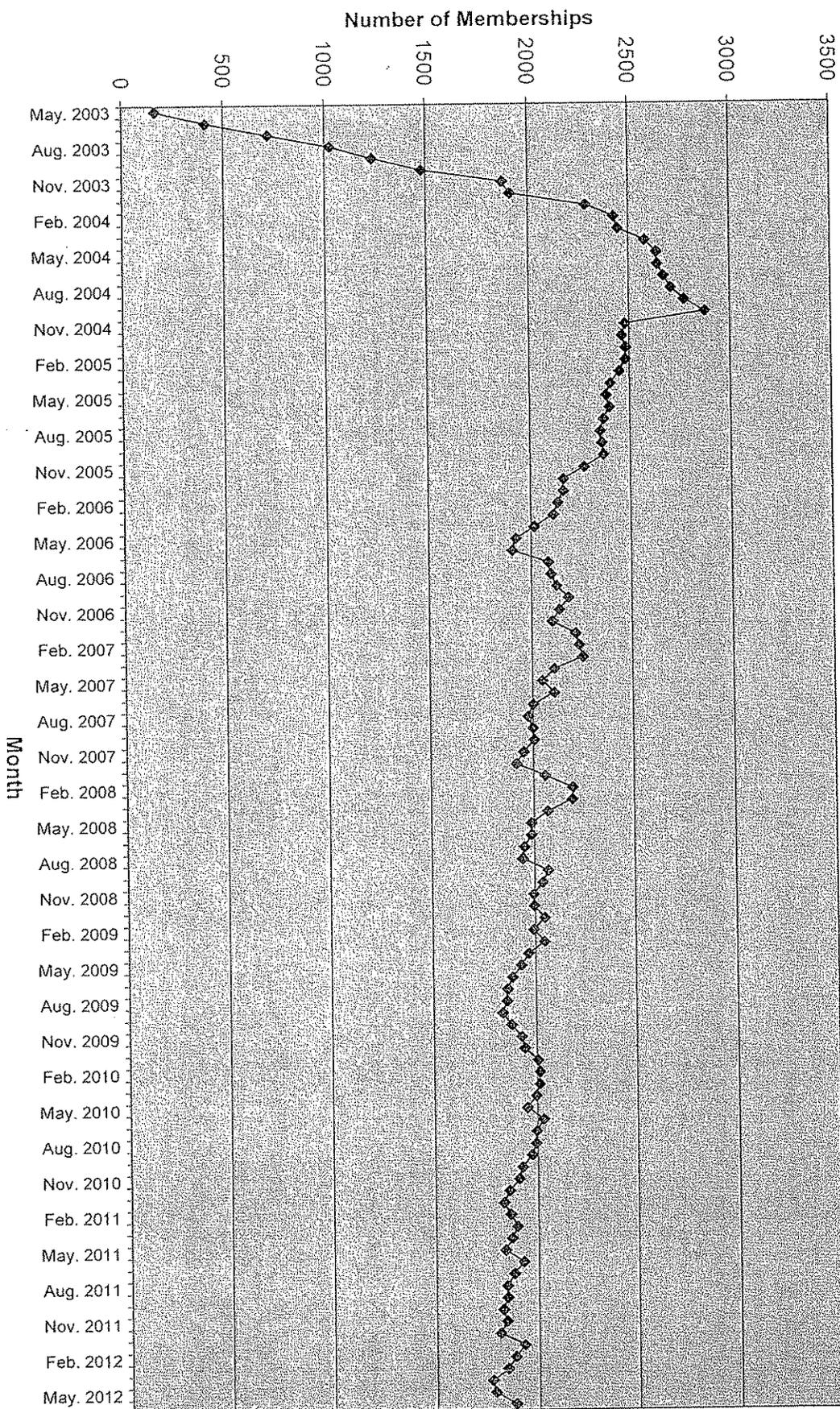
Doug Adil
Kim Blair
Sarah Doppstadt
Karyn Riviere
Hailey Rosa

SPECIAL NEEDS COORDINATOR

Chanel Hildebrand

Mansfield Community Center Membership Trends May 2003-Current Total Memberships

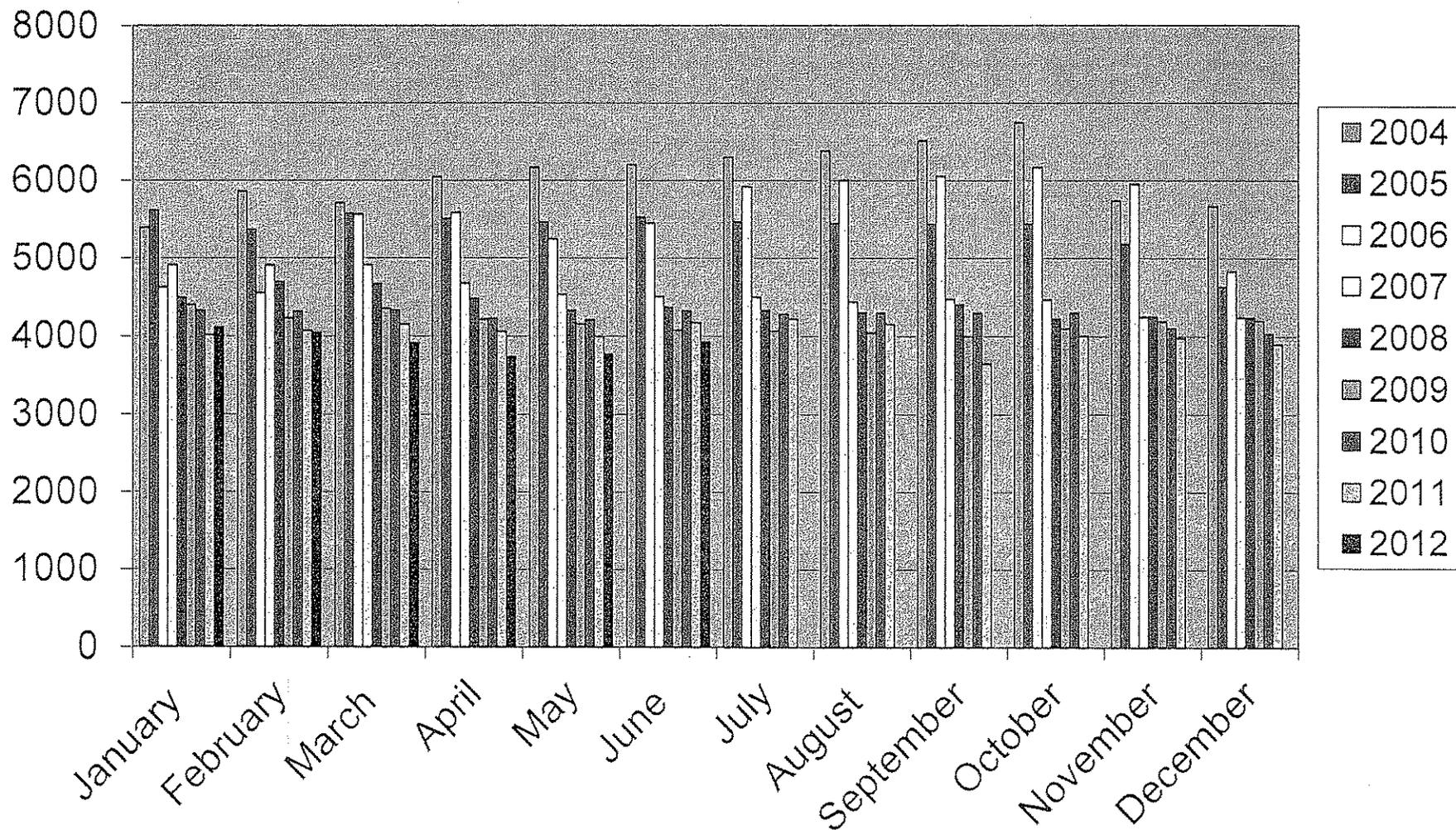




Mansfield Community Center Membership Trends May 2003-Current Total Memberships

Mansfield Community Center
Total Members

- 94 -



Mansfield Community Center

April 2012 Facility Usage

DATE	Member Visits	Non-Member / Program Visits	Misc. / Meetings	Rental / Party	Daily Admissions	Other	DAILY TOTAL	COMMENTS
Sunday, April 01, 2012	356	26		50	35	26	493	
Monday, April 02, 2012	611	96	15		16	18	756	
Tuesday, April 03, 2012	541	111	10		67	28	757	
Wednesday, April 04, 2012	541	112	34		11	14	712	
Thursday, April 05, 2012	497	145	3		19	26	690	
Friday, April 06, 2012	458	27			30	23	538	
Saturday, April 07, 2012	345	113			15	40	513	
Sunday, April 08, 2012	153	24			3	6	186	Open 9-5
Monday, April 09, 2012	611	120	11		16	19	777	
Tuesday, April 10, 2012	547	102	34	20	7	26	736	
Wednesday, April 11, 2012	528	115	6		15	32	696	
Thursday, April 12, 2012	495	145			8	31	679	
Friday, April 13, 2012	450	41			13	52	556	
Saturday, April 14, 2012	330	167		38	30	66	631	Family Fun Night
Sunday, April 15, 2012	261	36		20	27	14	358	14-SN Social Group
Monday, April 16, 2012	503	104			33	59	699	School vacation
Tuesday, April 17, 2012	495	92	5		34	33	659	School vacation
Wednesday, April 18, 2012	482	105			112	20	719	School vacation
Thursday, April 19, 2012	424	116			23	24	587	School vacation
Friday, April 20, 2012	400	4			11	34	449	School vacation
Saturday, April 21, 2012	294	167		20	18	27	526	
Sunday, April 22, 2012	335	24		20	10	13	402	
Monday, April 23, 2012	583	120			24	10	737	
Tuesday, April 24, 2012	486	107	64		4	135	796	Marlins Swim Meet
Wednesday, April 25, 2012	463	135	50		11	46	705	
Thursday, April 26, 2012	444	145	14		8	16	627	27 - Free Mansfield Day
Friday, April 27, 2012	414	40		15	21	74	564	Family Fun Night
Saturday, April 28, 2012	297	125			21	34	477	Parents' Night Out
Sunday, April 29, 2012	300	45	6		25	24	400	28 - SN Social Group
Monday, April 30, 2012	505	118			6	49	678	
MONTHLY TOTAL	13,149	2,827	252	183	673	1,019	18,103	

Note: Sat., Apr. 26 Kid's Flea Market
 Earth Day Celeb., Parent's Night Out,
 Spring Weekend

Other includes: child care, personal training, private swim lessons, drop-in programs, Mansfield Dav. guest passes

Mansfield Community Center

May 2012 Facility Usage

DATE	Member Visits	Non-Member / Program Visits	Misc. / Meetings	Rental / Party	Daily Admissions	Other	DAILY TOTAL	COMMENTS
Tuesday, May 01, 2012	529	106	10		11	71	727	
Wednesday, May 02, 2012	492	120	14		16	19	661	
Thursday, May 03, 2012	476	133	6		10	45	670	
Friday, May 04, 2012	481	52	4		16	50	603	
Saturday, May 05, 2012	289	120			17	179	605	Day at the Center
Sunday, May 06, 2012	232	39			13	37	321	5-Free Mansfield Day
Monday, May 07, 2012	486	125	10		17	32	670	
Tuesday, May 08, 2012	489	106	44		5	37	681	
Wednesday, May 09, 2012	486	120	11		15	35	667	
Thursday, May 10, 2012	500	125	20		10	267	922	Marlins Swim Meet
Friday, May 11, 2012	406	52	6		12	27	503	
Saturday, May 12, 2012	267	138			16	12	433	
Sunday, May 13, 2012	210	39			8	12	269	
Monday, May 14, 2012	519	77			17	52	665	
Tuesday, May 15, 2012	489	106	14		16	18	643	
Wednesday, May 16, 2012	509	51	10		16	11	597	
Thursday, May 17, 2012	400	125			7	59	591	
Friday, May 18, 2012	386	52			15	18	471	5th & 19th -social group
Saturday, May 19, 2012	262	28	8	15	52	50	415	Family Fun Night
Sunday, May 20, 2012	234	39		10	14	24	321	19 - Parents' Night Out
Monday, May 21, 2012	476	77			5	22	580	
Tuesday, May 22, 2012	546	106	10		13	38	713	
Wednesday, May 23, 2012	473	51	18		8	27	577	
Thursday, May 24, 2012	444	114	4		5	29	596	
Friday, May 25, 2012	382	51			17	23	473	
Saturday, May 26, 2012	259	4			17	20	300	
Sunday, May 27, 2012	249	34			15	28	326	
Monday, May 28, 2012	264				5	17	286	Open 9-5
Tuesday, May 29, 2012	436	101			7	270	814	Marlins Swim Meet
Wednesday, May 30, 2012	446	51	10		14	27	548	
Thursday, May 31, 2012	462	108			0	119	689	Marlins Banquet
MONTHLY TOTAL	12,579	2,450	199	25	409	1,675	17,337	

Mansfield Community Center

June 2012 Facility Usage

DATE	Member Visits	Non-Member / Program Visits	Misc. / Meetings	Rental / Party	Daily Admissions	Other	DAILY TOTAL	COMMENTS
Friday, June 01, 2012	366	61	9		8	10	454	
Saturday, June 02, 2012	362	7		15	28	57	469	SN Social Group
Sunday, June 03, 2012	226	45			20	35	326	
Monday, June 04, 2012	491	96	10		18	11	626	
Tuesday, June 05, 2012	496	39	35		67	48	685	
Wednesday, June 06, 2012	484	42	25		9	22	582	
Thursday, June 07, 2012	430	71	10		9	47	567	
Friday, June 08, 2012	441	60			20	28	549	
Saturday, June 09, 2012	269	7	18		31	63	388	
Sunday, June 10, 2012	228	45		40	22	7	342	
Sunday, June 11, 2012	488	96			11	12	607	
Tuesday, June 12, 2012	435	39	10		5	17	506	
Wednesday, June 13, 2012	496	42	26		13	30	607	
Thursday, June 14, 2012	409	87	18		16	41	571	
Friday, June 15, 2012	375	59			8	218	660	Woodstock Safe Grad
Saturday, June 16, 2012	248	7		20	24	45	344	SN Social Group
Sunday, June 17, 2012	202	45			25	23	295	
Monday, June 18, 2012	411	79			9	54	553	
Tuesday, June 19, 2012	466	36			13	204	719	EO Smith Safe Grad
Wednesday, June 20, 2012	433	30	18		40	20	541	
Thursday, June 21, 2012	507	34			36	46	623	
Friday, June 22, 2012	408	36			16	15	475	
Saturday, June 23, 2012	285	204			28	198	715	Tour de Mansfield
Sunday, June 24, 2012	222	2		20	19	9	272	23rd-Coventry Safe Grad
Monday, June 25, 2012	521	187	10		17	23	758	
Tuesday, June 26, 2012	495	46	30		23	45	639	
Wednesday, June 27, 2012	480	140	30		11	37	698	
Thursday, June 28, 2012	404	75	22		9	156	666	Blood Drive
Friday, June 29, 2012	455	136			25	10	626	
Saturday, June 30, 2012	260	1		15		27	303	
MONTHLY TOTAL	11,793	1,854	271	110	580	1,558	16,166	

Town of Mansfield
Quarterly Report
Department of Planning and Development
April 1, 2012-June 30, 2012

Summary of Operations

- *Planning and Zoning Commission/Inland Wetlands Agency.* Key projects reviewed included changes to the Pleasant Valley Residence/Agriculture and Commercial/ Agriculture zoning regulations, approval of a special permit for gravel removal at the Merrow Corn Maze property, and completion of the first phase of pre-application design review for the second phase of Beacon Hill.
- *Planning Administration.* Key activities/accomplishments included preparation of materials for school building project workshops; participation on the Main Accumulation Area and Technology Park Master Plan advisory committees for UConn; continued to participation in Storrs Center development efforts; and submission of seven projects for inclusion in the 2012 Neighborhood Assistance Program.
- *Zoning Enforcement.* Overall Zoning Permit activity continued to be level as compared to previous quarters¹ but significantly lower than pre-2009 levels. However, of the 33 permits issued, 7 were for new homes, as compared to 3 new home permits for the previous 3 quarters combined. The only significant enforcement issue encountered during the quarter was related to resolution of a neighborhood kennel issue.

Status of Major Projects and Initiatives

- *Water Supply Environmental Impact Evaluation (EIE).* The scope of the study was amended to include evaluation of two new alternatives related to a potential connection with the Metropolitan District Commission (MDC). The change in scope has pushed back the anticipated release of the draft EIE to September 2012.
- *HUD Community Challenge Grant.* A formal work plan for the project was developed by staff and approved by HUD in April. The RFQ for a consulting team was issued in May, with the first round of interviews completed in June and the second round scheduled for July. UConn commenced its master planning effort for the Technology Park, a process that is expected to be completed in the 1st half of FY13.

¹ Note: The 84 permits referred to the 3Q report for FY12 was a year-to-date total. The total permits issued January-March of 2012 was 12. The 3Q is typically low due to seasonal issues with construction.

- *Housing Rehabilitation Program.* A Small Cities grant application was filed in June to fund housing rehabilitation activities; an award decision from DECD is expected in the fall. Two rehabilitation projects using program income were completed.
- *Interstate Reliability Project.* Staff provided support to the Mayor and Town Manager on a formal submission to the Connecticut Siting Council as part of the public hearing process.

Budget Overview

- *Revenues.* Permit revenues continue to be lower than projected due to slowdown in economy and building sectors. Subdivision permit revenues have been particularly hard-hit; however, recent subdivision pre-applications indicate that the market may be improving.
- *Expenditures.* Expenditures were on target for both Planning Administration and PZC/IWA.

Issues and Challenges

- *Enforcement of Maximum Unit Occupancy.* The adoption of the residential parking requirements for rental units has resulted in an unanticipated challenge to enforcing maximum unit occupancy limits. Prior to the parking plan requirements, the Zoning Agent was able to identify problem properties by viewing parking at the property on multiple days. With the adoption of the parking requirements and provision for guest spaces, a simple drive-by is no longer adequate. Staff is exploring ways to improve enforcement and will have a new strategy prior to commencement of the fall semester.

Goals for Next Quarter

- *Sustainability and Planning.* We expect to complete the assessment tool for sustainable design and green building and begin preparations for a fall community visioning session. Work on the UConn Technology Park master plan is expected to extend throughout the 1st quarter of FY13.
- *Housing.* We expect to have three additional housing rehabilitation projects underway in the first quarter of FY13.
- *Economic Development.* The focus for the next quarter will be development of initial plans for the Local First Mansfield holiday shopping campaign and working with businesses to encourage participation in the Department of Revenue Services Neighborhood Assistance Program.

Mansfield Resident Trooper's Office
Quarterly Report
April 2012-June 2012

Police Services:

Summary of Operations:

Mansfield Resident Trooper's Office is the primary policing agent in the Town of Mansfield. Currently the office is made up of one sergeant, eight troopers, three part-time Mansfield Officers and one administrative assistant.

The members of the office had a very successful spring season maintaining order with the college aged students. The continued enforcement of the Neighborhood Nuisance Ordinance remained an integral part of the success that was accomplished during this time frame. There were eleven (11) nuisance citations written and a total of 22 other town ordinance violations also cited. The town also saw back to back years of uneventful Spring Weekends. The office was successful in solving multiple burglaries that had occurred in one of our neighborhoods. The chain of events that took place in solving the crimes was captured on the neighborhood watch online program. The neighborhood watch program has proved to be a valuable tool in communication for both the residents and the Troopers.

Status of Major Projects and Initiatives:

- Police Explorer's program scheduled it's initial open house for interested students. Trooper's are working on gaining a charter for the program. Costs associated with this program have not been established.
- Liaison Trooper for the seniors has prepared and conducted several seminars on safety as it pertains to phone and online SCAMS.

Budget Overview:

- Revenues have been generated through aggressive enforcement of Town Ordinances.
- Revenues are further being generated through directed enforcement stemming from citizen concerns.
- Expenditures have come through "Party Patrol" efforts. This expenditure has proven to be most effective in controlling quality of life issues within the Hunting Lodge Rd areas of town.
- All office expenditures now must be pre-approved by me prior to any purchase. All purchase are now completed on-line vs. traveling to the store. This allows more time spent in the office working on day to day operations. This effort has saved over two hours of paid work time/ month on the average.

Issues and Challenges:

- The challenge of the "Neighborhood Nuisance Ordinance" challenged the language of the ordinance. The outcome of the court hearing has presented a "Loop Hole" in the

ordinance. The Council Members were presented an amendment to the ordinance that passed 8 to 1.

- The collection of unpaid citations remains a challenge as many man hours is going into the process to collect the funds.
- The policing of the "Oaks on the Square" this is an area of concern. This area is only a concern due to the unknown volume of calls that may or may not occur.

Goals for Next Quarter:

- Partner with the University of Connecticut Police Department for security during Fall Weekends.
- Partner with Town Officials, University of Connecticut, University of Connecticut Police and Carriage House Management to prepare and conduct a series of informational meetings for the residents of Carriage House. This program would welcome, inform and set expectations to all fo the residents. This will further open communication with all of the agnecies in the town with the student body.

Respectfully Submitted,

Sergeant Ricahrd Cournoyer # 168

MANSFIELD RESIDENT TROOPER'S OFFICE

CALLS FOR SERVICE

APRIL 2012-JUNE 2012

Driving under the influence of Alcohol- 32 arrests

Burglary Investigations- 13 cases

Larceny Investigations- 48 cases

Assaults- 0 cases

Harassment/Threatening- 2 cases

Sexual Assaults- 1 case

Criminal Mischief- 4 cases

Disturbances- 39 cases **** Disturbances are not clearly defined. They can be from loud music to a domestic disturbance case****

Missing Persons- 6 cases *** All have been found healthy***

Narcotics Violations- 4 cases

Suspicious Incidents- 57 cases ***These cases can be from an unknown person walking in a neighborhood to a report of a serious crime**** We have had no serious crimes in this time frame.

Traffic Accidents no injuries- 69 investigations

Traffic Accidents with injuries- 7 investigations

Fatal Motor Vehicle Accidents- 0 investigations

Trespassing Complaints- 1 case

Medical Assists- 29 cases *** Support local fire and ambulance personnel***

Assist to other Agencies- 49 cases *** State Police will often assist other State Police Troops/Local Police Departments/etc. ***

Assist Citizens-185 cases *** Troopers will be called to assist a citizen for any number of reasons***

[Home](#)



Enforcements By Statute



April

Start Date (MM/DD/YYYY)
4/1/2012 00:00

End Date (MM/DD/YYYY)
4/30/2012 23:59

Mansfield

- OR -

Badge numbers separated by commas (####,####,####)

Commercial Search

Run Report

Statute	Statute Disposition	Total
07-148 - Town ordinance	Infraction Ticket	11
14-100	Infraction Ticket	1
14-100a(c)(1) - Seat belts	Infraction Ticket	44
14-100A(C)(1) -	Verbal Warning	3
14-100a(c)(1) -	Written Warning	2
14-100a(c)(2) -	Infraction Ticket	1
14-12		0
14-12	Infraction Ticket	8
14-12 Unregistered	No Action	2
14-12	Written Warning	6
14-12(a)	Infraction Ticket	11
14-12(a)*	Infraction Ticket	20
14-12(a)*	Misdemeanor Summons	1
14-12(a)*	Written Warning	4
14-13 Failure to carry Registration	Infraction Ticket	5
14-13	Verbal Warning	2
14-13	Written Warning	2
14-147 - Use of Plates	Misdemeanor Summons	1
14-163c-1-11*	Infraction Ticket	1
14-163c-1-14 Commercial	Infraction Ticket	1
14-163c-1-9 Motor Vehicle	Infraction Ticket	1
14-164* Enforcement	Infraction Ticket	1

Enforcements By Statute

14-18		Infraction Ticket	3
14-18		Verbal Warning	3
14-18	Damaged License	Written Warning	4
14-18(a)	plate	Infraction Ticket	38
14-18(n)		Verbal Warning	1
14-18(a)		Written Warning	4
14-18(c)		Written Warning	1
14-18(f)		Infraction Ticket	1
14-18A		Infraction Ticket	1
14-213	Failure to carry	Infraction Ticket	4
14-213	license	Verbal Warning	2
14-213B	- No Insurance	Misdemeanor Summons	2
14-215	- Suspended License	Misdemeanor Summons	2
14-218A		Infraction Ticket	24
14-218a		Verbal Warning	3
14-218A		Written Warning	7
14-219		Infraction Ticket	2
14-219		Written Warning	1
14-219(a)(1)*CZ		Infraction Ticket	1
14-219(b)	Speeding	Infraction Ticket	15
14-219(B)		Verbal Warning	3
14-219(B)		Written Warning	7
14-219(b)(3)		Infraction Ticket	1
14-219(b)(3)*		Infraction Ticket	6
14-219(b)(3)*		Written Warning	1
14-219(C)		Misdemeanor Summons	1
14-219(C)(1)		Infraction Ticket	1
14-219(C)(1)		Verbal Warning	1
14-219(C)(1)		Written Warning	1
14-219(c)(2)		Misdemeanor Summons	4
14-219C71		Written Warning	1
14-222	- Reckless driving	Misdemeanor Summons	1
14-227		Misdemeanor Summons	5
14-227a	Drunk driving	Misdemeanor Summons	14
14-227G		Misdemeanor Summons	1
14-230		Infraction Ticket	2
14-230	Improper	Misdemeanor Summons	2
14-230	turns	Verbal Warning	6
14-230		Written Warning	2
14-230(a)	Car	Infraction Ticket	1
14-230(a)		Written Warning	1
14-232		Infraction Ticket	2
14-232(a)(1)	Turn	Infraction Ticket	1
14-232(b)	signals	Infraction Ticket	1
14-233		Infraction Ticket	1
14-234	Improper	Infraction Ticket	3
	passing		

Enforcements By Statute

14-236			0
14-236	unsafe lv. change	No Action	1
14-236		Verbal Warning	2
14-236		Written Warning	5
14-239		Written Warning	1
14-240	Following Tow Close	Infraction Ticket	2
14-240		Verbal Warning	1
14-241	Improper Turns	Misdemeanor Summons	1
14-241		Written Warning	2
14-242		Infraction Ticket	1
14-242		Written Warning	1
14-251	Improper Parking	Infraction Ticket	44
14-251		Verbal Warning	1
14-267a	over weight Trucks	Infraction Ticket	1
14-267a*		Infraction Ticket	1
14-289d(b)		Infraction Ticket	2
14-296aa(b)	Cell phone violations	Infraction Ticket	20
14-296aa(b)		Verbal Warning	2
14-296aa(b)		Written Warning	10
14-296aa(b)*		Infraction Ticket	72
14-296aa(c)		Infraction Ticket	3
14-296aa(c)		Infraction Ticket	1
14-298	Speed	Infraction Ticket	26
14-298		Written Warning	1
14-299		Infraction Ticket	15
14-299	Stop Sign Traffic Light Violations	Written Warning	3
14-300b(b)*		Infraction Ticket	1
14-300C(A)		Infraction Ticket	1
14-301		Infraction Ticket	11
14-301		Written Warning	4
14-36	No License	Infraction Ticket	1
14-36(a)		Infraction Ticket	8
14-36(b)*		Verbal Warning	1
14-36(f)		Infraction Ticket	1
14-36A		Infraction Ticket	1
14-36A		Misdemeanor Summons	1
14-41(c)		Infraction Ticket	1
14-96		Written Warning	1
14-96a(a)	Lights	Infraction Ticket	6
14-96a(a)		Verbal Warning	3
14-96a(a)	Inoperable	Written Warning	5
14-96b		Infraction Ticket	11
14-96B		Verbal Warning	1
14-96B		Written Warning	8
14-96c		Infraction Ticket	4
14-96C		Verbal Warning	3

Enforcements By Statute

14-96c		Written Warning	7
14-96e		Infraction Ticket	1
14-96e		Verbal Warning	1
14-96e		Written Warning	2
14-96g		Infraction Ticket	1
14-96q		Written Warning	1
14-96y		Verbal Warning	5
14-96y		Written Warning	4
14-98		Written Warning	1
14-99	Improperly	Infraction Ticket	1
14-99F	Interact	Written Warning	1
14-99f(a)		Infraction Ticket	3
14-99f(c)	Windows	Infraction Ticket	1
14-99F(C)		Verbal Warning	1
14-99G		Infraction Ticket	3
14-99g		Verbal Warning	1
14-99G		Written Warning	1
14-99g(b)		Infraction Ticket	3
14-99g(g)		Infraction Ticket	7
14-99g(g)		Written Warning	1
21A-279(A)	Marijuana	Misdemeanor Summons	1
22a-250(a)	littering	Infraction Ticket	1
23-4-1(A)		Infraction Ticket	1
23-4-1(A)	Trespassing	Verbal Warning	1
23-4-1(A)		Written Warning	7
53A-110A	Reckless use of Highway by pedestrian.	Infraction Ticket	3

Print

[Home](#)

WARNING: This report may contain information that is deemed confidential under state and/or federal law. Disclosure of this report or any information contained herein to any unauthorized party is strictly prohibited.

Powered By NexGen Solutions LLC.

[Home](#)



Enforcements By Statute



May

Start Date (MM/DD/YYYY)
5/1/2012 00:00

End Date (MM/DD/YYYY)
5/31/2012 12:59

Mansfield

- OR -

Badge numbers separated by commas (####,####,####)

Commercial Search

Run Report

Statute	Stop Disposition	Total
07-148 - <i>Down Ordinance</i>	Infraction Ticket	2
14-100a(a)	Infraction Ticket	1
14-100A(C)(1) <i>Seatbelt</i>	Infraction Ticket	119
14-100A(C)(1)	No Action	2
14-100A(C)(1)	Verbal Warning	3
14-100A(C)(1)	Written Warning	7
14-12	Infraction Ticket	3
14-12 <i>unregistered</i>	Written Warning	4
14-12(a)	Infraction Ticket	1
14-12(a)	Written Warning	2
14-12(a)*	Infraction Ticket	7
14-12(A)*	Misdemeanor Summons	1
14-12(a)*	Written Warning	5
14-12a	Infraction Ticket	1
14-13 <i>Failure to</i>	Infraction Ticket	10
14-13 <i>Copy Registration</i>	Verbal Warning	5
14-13	Written Warning	2
14-132 <i>Misuse of plates</i>	Infraction Ticket	1
14-147	Misdemeanor Summons	1
14-163a-1-11 <i>Commercial MV Enforcement</i>	Infraction Ticket	1
14-18 <i>Damaged plates</i>	Infraction Ticket	1
14-18	Verbal Warning	1

Enforcements By Statute

14-18(a)		Written Warning	3
14-18(c)		Verbal Warning	1
14-213	Failure to carry License	Infraction Ticket	2
14-213		Verbal Warning	1
14-213		Written Warning	1
14-213b	Failure to New Insurance	Misdemeanor Summons	1
14-215	Appointed License		0
14-215		Misdemeanor Summons	4
14-218(a)	Speeding	Infraction Ticket	1
14-218(a)		Written Warning	5
14-218A		Infraction Ticket	27
14-218A		Verbal Warning	1
14-218A		Written Warning	17
14-218a*		Infraction Ticket	4
14-218a*		Written Warning	7
14-219		Written Warning	1
14-219(b)		Infraction Ticket	2
14-219(B)		Verbal Warning	3
14-219(b)		Written Warning	5
14-219(b)(3)		Infraction Ticket	2
14-219(b)(3)*		Infraction Ticket	8
14-219(b)(3)*		Written Warning	2
14-219(c)(1)		Infraction Ticket	3
14-219(c)(2)	Misdemeanor Summons	1	
14-219(c)(2)	Written Warning	1	
14-21B(C)	Improper Lic. plate	Written Warning	2
14-220(a)	Slow Speed	Verbal Warning	1
14-227a	DWI	Misdemeanor Summons	3
14-230	Improper TENS	Infraction Ticket	1
14-230		Misdemeanor Summons	1
14-230		Written Warning	1
14-230(a)			0
14-230(a)		Verbal Warning	1
14-234		Written Warning	1
14-236	Outside Lane	Verbal Warning	2
14-236	Change	Written Warning	1
14-240	Signal Lights	Infraction Ticket	5
14-242		Infraction Ticket	2
14-242		Misdemeanor Summons	1
14-251	Improper Parking	Verbal Warning	1
14-296aa(b)	Cell phone violations	Infraction Ticket	20
14-296aa(b)		No Action	1
14-296aa(b)		Verbal Warning	2
14-296aa(b)		Written Warning	4
14-296aa(b*)		Infraction Ticket	1
14-298	Speed	Infraction Ticket	11

Enforcements By Statute

14-298		Verbal Warning	1
14-298		Written Warning	2
14-299		Infraction Ticket	6
14-299	Stop Sign	Verbal Warning	1
14-299	Redic Lights	Written Warning	2
14-301		Written Warning	3
14-36	No License	Infraction Ticket	1
14-36(a)		Infraction Ticket	7
14-45	Failure to Re-New License	Written Warning	1
14-96a(a)		Infraction Ticket	1
14-96a(a)	Improper	Verbal Warning	1
14-96a(a)	Lights	Written Warning	3
14-96b		Verbal Warning	2
14-96b		Written Warning	6
14-96C		Infraction Ticket	1
14-96c		Misdemeanor Summons	3
14-96c		Verbal Warning	4
14-96c		Written Warning	7
14-96c		Written Warning	1
14-96u		Written Warning	1
14-96y		Verbal Warning	1
14-96y		Written Warning	2
14-99G	Posted	Verbal Warning	2
14-99g	Windows	Written Warning	3
14-99g(g)		Written Warning	1
21A-279(C)	Marijuana	Infraction Ticket	1
23-4-1(A)	Drugs	Written Warning	2
53A-181A		Infraction Ticket	2

Print

[Home](#)

WARNING: This report may contain information that is deemed confidential under state and/or federal law. Disclosure of this report or any information contained herein to any unauthorized party is strictly prohibited.

Powered By NexGen Solutions LLC.

[Home](#)



Enforcements By Statute

June

Start Date (MM/DD/YYYY)
6/1/2012 00:00

End Date (MM/DD/YYYY)
6/30/2012 23:59

Mansfield

- OR -

Badge numbers separated by commas (####,####,####)

Commercial Search

Run Report

Statute	Stop Disposition	Total
07-148	Infraction Ticket	2
07-148	No Action	2
14-100	Infraction Ticket	1
14-100A(C)(1)	Infraction Ticket	39
14-100A(C)(1)	Misdemeanor Summons	1
14-100A(C)(1)	No Action	2
14-100A(C)(1)	Verbal Warning	2
14-100A(C)(1)	Written Warning	4
14-12	Infraction Ticket	2
14-12	Verbal Warning	1
14-12(a)	Infraction Ticket	2
14-12(A)*	Infraction Ticket	7
14-12(a)*	Written Warning	4
14-12a	Infraction Ticket	1
14-13		0
14-13	Infraction Ticket	11
14-13	Verbal Warning	3
14-13	Written Warning	5
14-18	Infraction Ticket	2
14-18	Misdemeanor Summons	1
14-18	Verbal Warning	5
14-18	Written Warning	1

Enforcements By Statute

14-18(a)		Verbal Warning	2
14-18(a)		Written Warning	1
14-20A		Verbal Warning	1
14-213 - Failure to carry license		Infraction Ticket	1
14-213B - Insurance		Misdemeanor Summons	1
14-215 } Suspended License			0
14-215		Misdemeanor Summons	5
14-218(a)		Infraction Ticket	1
14-218(a)		Written Warning	4
14-218A		Infraction Ticket	32
14-218A	} Speeding	Written Warning	23
14-218a*		Infraction Ticket	2
14-219(b)(2SZZ)		Written Warning	1
14-219(B)		Misdemeanor Summons	1
14-219(B)		Verbal Warning	9
14-219(B)		Written Warning	5
14-219(b)(3)		Infraction Ticket	1
14-219(b)(3)		Written Warning	3
14-219(b)(3)*		Infraction Ticket	3
14-219(b)(3)*		Written Warning	5
14-219(C)		Written Warning	1
14-219(c)(1)		Infraction Ticket	3
14-219(C)(1)		Misdemeanor Summons	1
14-220(A)CZ		Verbal Warning	1
14-227a - DWI		Misdemeanor Summons	8
14-230			0
14-230	} Improper Turns	UAR (criminal charge)	1
14-230		Verbal Warning	4
14-230		Written Warning	1
14-230(a)		Infraction Ticket	1
14-230(a)		Written Warning	1
14-232		Infraction Ticket	1
14-236	} Lane Changes	Verbal Warning	6
14-236		Written Warning	2
14-240 - Following too close		Misdemeanor Summons	1
14-241		Verbal Warning	2
14-242	} Signal Lights	Verbal Warning	1
14-242		Written Warning	1
14-250A		Verbal Warning	1
14-251 - Improper Parking		Infraction Ticket	2
14-296aa(b)		Infraction Ticket	8
14-296aa(b)	} cell phone violation	Written Warning	1
14-296aa(b)*		Infraction Ticket	1
14-296aa(i)		Infraction Ticket	1
14-298	} Speed	Infraction Ticket	6
14-298		No Action	1

Enforcements By Statute

14-299	Stop sign Traffic light	Infraction Ticket	1
14-301		Written Warning	2
14-36	- No license	Infraction Ticket	2
14-36(a)	No license	Infraction Ticket	2
14-36(a)		Misdemeanor Summons	1
14-36g(a)(2)	Failure to renew license	Infraction Ticket	1
14-45		Verbal Warning	1
14-80	Muffler	Written Warning	1
14-80I		Infraction Ticket	1
14-96a(a)	Lights	Verbal Warning	2
14-96b		Written Warning	4
14-96C		Verbal Warning	4
14-96C		Written Warning	6
14-96e		Written Warning	4
14-96y		Written Warning	1
14-99G		Infraction Ticket	1
14-99G		Verbal Warning	4
14-99g(g)	Tinted windows	Infraction Ticket	1
14-99g(g)		Written Warning	1
23-4-1(A)		Infraction Ticket	1
23-4-1(A)		Written Warning	4
51-164r	Prohibited violations	No Action	1
53-21(1)		UAR (criminal charge)	1
53A-125B		Misdemeanor Summons	1
53A-181A		Infraction Ticket	1
53A-182(A)		UAR (criminal charge)	1
53A-61		UAR (criminal charge)	1
99-32		No Action	1

Print

Home

WARNING: This report may contain information that is deemed confidential under state and/or federal law. Disclosure of this report or any information contained herein to any unauthorized party is strictly prohibited.

Powered By NexGen Solutions LLC.

Town of Mansfield
Quarterly Report
Town Clerk
April, May June 2012

Summary of Operation

- Vital Records – 23 Marriage Licenses, 19 Birth Certificates, and 34 Death Certificates registered.
- Land Records – 686 instruments recorded.
- Dog Licenses – 1009 Dog Licenses issued.
- Sports Licenses – 146 Sports Licenses sold.
- Freedom of Information – 13 Freedom of Information Requests addressed.
- Public Hearing Notices for the Proposed 2012/2013 Budget, the Annual Town Meeting for Budget Consideration, the Sewer Benefit Assessment, a License Request for the Use Common Fields, the Adoption of a Revised Ethics Ordinance, and the Neighborhood Assistance Program were published.
- Legal Notices for the Democratic and Republican Convention Delegates, the endorsements for the Registrars of Voters and Justices of the Peace, and the Congressional August 14, 2012 Primaries were published.

Status of Major Products and Initiatives

- Records Management – Work on our FY2011/2012 Historic Preservation Grant was completed with the review of the documents for various capital projects and the update of the Record Management Plan. A new grant proposal for the FY 2012/2013 was submitted and approved. This grant will allow for the restoration and preservation of some of the Town's oldest land and town meeting books and will continue our record management efforts.
- Technology – Our office is continuing the review of operating systems and has begun to develop a Request for Proposal process.

Budget Overview

- Revenues – Conveyance taxes continue to lag behind. For the fiscal year our office has taken in \$108,746 out of a budget of \$200,000, which is 54% of the adopted budget. Recording fees, however, are at 113% of budget and copies at 125% of budget.
- Expenditures – The advertising budget will be over the adopted budget due to the number of public hearing and legal notices needed this year.
- 270 Fund – Some of the funds in this account will be used to purchase additional shelving for land records once the vault has been rearranged. The remaining funds will be used to backfill information during the transition to the new operating system.

Issues and Challenges

- Dog Licenses – The new dog licenses program created by the IT Department is working very well. The new operating system will have a dog licensing component but this interim system has been of great help.

Goals for Next Quarter

- Volunteer List – Staff continues to compile a historical list of volunteers who have served the Town by participating on our boards and commissions.
- Technology - With Jaime Russell's assistance complete a RFP for a new operating system for our office. We will continue to visit offices with the different systems under consideration and refine our specifications.
- Record Management – Send the identified Town Meeting and Land Record volumes to be restored and preserved.
- Presidential Election – Preparations for the November Election will begin immediately. We have already received over 50 absentee ballot applications mostly from overseas voters and students going off to school. Blank ballots will become available on September 14, 2012 and printed ballot on October 5, 2012. The rules for absentee ballots now allow for military and overseas ballots to be emailed to the voter. Presidential ballots and Overseas ballots, which provide for federal ballots for nonregistered citizens and citizens no longer living in Mansfield, will be available for the Presidential Election.

**Town of Mansfield
Quarterly Report
Town Manager's Office
April 2012 – June 2012**

Summary of Operations

- Municipal Management
 - Provided staff support to Town Council, Council committees and various advisory committees (e.g. Town/University Relations Committee); prepared agendas and related back-up material.
 - Assisted Personnel Committee and the Town Council with revision and adoption of Ethics Code (May 2012).
 - Assisted Personnel Committee and the Town Council with revising the Town Manager performance review process and evaluation instruments.
 - Coordinated Town Meeting and FY 12/13 budget adoption efforts; published the annual Town Meeting/FY 12/13 budget mailer and delivered to all Mansfield residents.
 - Conducted staff meetings and departmental update sessions with various department heads
 - Completed annual performance evaluations for various direct reports
 - Coordinated various special projects and initiatives (see below for more detail)
 - Represented Town at state legislature and various CCM, WINCOG and related activities
 - Maintained oversight of municipal operations
- Human Resources
 - Completed recruitment for EHHD Community Health & Wellness Coordinator, DPW Laborer and promotional opportunity for Weekend/Evening Supervisors (MODs). Initiated recruitment for Assistant Animal Control officer position. (See attached for more detail.)
 - Conducted classification reviews for the following positions: EHHD Community Health & Wellness Coordinator; Natural Resources & Sustainability Coordinator; and Revenue Clerk.
 - Completed revisions to Anti-Harassment policy (adopted July 2012). Drafted revisions to drug-free workplace policy for review by legal counsel; anticipate issuing policy in August 2012.
 - Continued negotiations with the Firefighters union for a successor collective bargaining agreement. Continued wage re-opener discussions with the Public Works union. Completed wage re-opener negotiations with the Professional/Technical union and implemented the changes. Submitted recommendations to non-union compensation and benefits to Council; implemented approved changes.
 - Coordinated/provided defensive driver training and sprains and strains training for Public Works staff.

Status of Major Projects and Initiatives

- *Employee Wellness Program* – Be Well continues to be a good return on investment. The average health insurance claims increase for the past five consecutive fiscal years has been a remarkable 0.29%.
- *Four Corners water and wastewater project* – monitored progress of UConn/Town environmental impact evaluation (EIE) to determine feasibility of various water supply options. Coordinated Council workshop regarding regulation of drinking water supplies in Mansfield.
- *Mansfield Hollow Hydro Project* - Staff continued to evaluate options to purchase energy from the facility.
- *Ordinances* – assisted Personnel Committee with its review of draft revision to Ethics Ordinance. Assisted Ordinance Development and Review Subcommittee with its review of the Right to Farm Ordinance and Municipal Tax Incentives for Farms and the Revisions to the Traffic and Parking Ordinance and Regulations.
- *School building project* - assisted Town Council with its continued review of proposed project
- *Storrs Center* – maintained oversight of project construction; participated in various Mansfield Downtown Partnership activities; worked with staff, consultants and developer to develop plan to fund additional costs for parking garage
- *Town/university relations* – conducted/facilitated Spring Weekend after action review with Town, UCONN Fire and Police, and Connecticut State Police public safety stakeholders. Advocated establishment of steering or advisory committee to assist UConn with EIE for siting of hazardous waste storage facility.
- *UCONN Capstone Project* – in conjunction with Parks and Recreation and UCONN MPA students, completed the public opinion survey of departmental programs and services. The survey will be used to assist the department with long-term planning for capital needs, budgeting, programs and services.

Budget Overview

- *Revenues* – N/A.
- *Expenditures* – Human Resources legal budget will exceed the budgeted amount due to extensive labor negotiations with the Firefighter union and a complex personnel issue

Issues and Challenges

- Increased workload at Storrs Center required the quick classification, recruitment and selection of temporary inspection and engineering positions

Goals for Next Quarter (July – September 2012)

- *Budget* – Begin revision of performance measurements for all Town departments.
- *Human Resources* – complete recruitments for Assistant Animal Control Officer. Continue to work on draft revisions to personnel policies, specifically the Informational Technology Use Policy and the Professional Travel/Business Leave Policy.

- *Ordinances* – Conduct training sessions for employees and public officials on the revised Ethics Ordinance. Complete collection of Ethics Ordinance acknowledgement receipts from employees and officials. Assist in review of the proposed agricultural ordinances and revisions to the nuisance ordinance.
- *School building project* – assist Town Council with facilitation of public information sessions and materials; complete and distribute mailer on the project town-wide; prepare for November 2012 referendum
- *Storrs Center* – continue oversight of project; update fiscal impact analysis to review anticipated revenues and expenditures related to the project; continue work with parties to develop plan to fund additional costs for parking garage, for Council consideration and approval
- *Town/university relations* – prepare for return of students and Fall semester; monitor progress of UConn EIE regarding hazardous waste storage facility
- *Water and wastewater* – monitor progress of water supply EIE

FISCAL YEAR 2011/12

Employees Hired (Regular Positions)

<u>Appointment Date</u>	<u>Position</u>	<u>Tested</u>	<u>Name</u>
8-11	Firefighter/EMT - PT	Previous FY	Josiah Burnham, Mike Carifa, Joe Duvall, Tim Jencks, Rick Landry, Carlo Piacentini, George Stovall
8-22-11	Receptionist - PT	Previous FY	Janet Avery*
8-29-11	Library Associate - FT	1	Marilyn Schrieber*
8-29-11	Library Associate - PT	1	Kaithlin Epling*
9-25-11	Firefighter/EMT - FT	Previous FY	Brian Jones*
10-3-11 & 10-24-11	Library Assistants - PT	10	Lara Johnson* & Maura Carbone
11-28-11	Early Childhood Svcs. Coordinator - PT	5	Kathleen Krider
1-30-12	Library Director - FT	7	Leslie McDonough
3-5-12	Planning and Community Development Assistant - FT	1	Jessie Shea*
5-17-12	Weekend/Evening Supervisor (MOD) - PT	2	Hailey Rosa*
<i>In Process</i>	Assistant Animal Control Officer - PT	6	
6-11-12	Laborer - FT	14	Tim Tollman*
Total Recruitments Conducted:		9	
Total Tested:		47	
Total New Hires:		10	
Total Promotions:		8	

Notes: *Internal hire or promotion

**Utilized existing certified list

FT= full-time, PT = part-time

2012 Grant Applications and Awards

Date on Council Agenda	Lead Department	Grant	Funding Agency	Status	Grant Award
2-14-12	WINCOG/Public Works	Transportation Enhancement Program (walkway & lighting)	CT Department of Transportation	Not Awarded	--
2-27-12	Downtown Partnership	Brownfield Remediation & Revitalization Grant Program	CT Department of Economic and Community Development	Awarded	\$450,000
2-27-12	Planning & Development	Small Cities (Housing Rehabilitation)	CT Department of Economic and Community Development	<i>In Process</i>	
4-9-12	Town Clerk	Historic Documents Preservation Program	CT State Library	Awarded	\$6,500
4-23-12	Public Works	Alternate Fuel Vehicle Grant	CT Department of Transportation	<i>In Process</i>	
5-14-12	WINCOG	Intertown Capital Equipment Purchasing Incentive Program	State of Connecticut	<i>In Process</i>	
6-11-12	Parks & Rec/Planning	Open Space & Watershed Acquisition Grant (Laguardia Property)	FHWA PLHD	Awarded	\$325,000
7-23-12	Fire & Emergency Services	Assistance to Firefighters Grant (training)	Department of Homeland Security	<i>In Process</i>	
7-23-12	Fire & Emergency Services	Assistance to Firefighters Grant (fire prevention & safety)	Department of Homeland Security	<i>In Process</i>	
Total Grant Funds Awarded YTD 2012:					\$781,500

TOWN OF MANSFIELD
Solid Waste Advisory Committee
Minutes of the Meeting
May 10, 2012

Present: Knox (chair), Ames, Smith, Roberts, Coughlin, Diane Mitchell (guest), Walton (staff), Hultgren (staff)

The meeting was called to order at 7:42 p.m.

The minutes of the March 1, 2012 meeting were accepted with one grammatical correction.

Diane Mitchell, from Mayo and Sons, discussed automated trash service with the committee. Mayo and Sons is considering offering automated service as an option by retrofitting its rear loading trash trucks to pick up tipper carts. Concerns raised about going to automated were—

1. handling extra trash,
2. eliminating mini-mini service and in-yard service penalizes seniors and disabled,
3. Wrights Village and Glenridge have small trash storage areas,
4. the reliability of automated equipment,
5. initial cost of purchasing automated vehicles and containers,
6. the length of contract needed to cover initial costs.

Mitchell stated that they could retrofit their trash trucks but would need to replace the recycling trucks with rear loaders. Mitchell will look into the cost of retrofitting. Staff will continue to research some of noted concerns. It was suggested extending the single family trash contract for one more year, by requesting a bid waiver from Town Council, while the Committee continues to research the feasibility of going to automated service.

The committee reviewed a few different dog waste ordinances. Walton will send a couple of draft ordinances to the committee for review. Roberts offered to send pictures of the bag dispenser and disposal set-up at Lebanon's town green for the committee to review.

Walton reported that the recycling pilot at Celeron Square Apartments has been successful in attracting more recyclables with very little contamination. The container not only went unscathed during spring weekend, but also filled up with cans and bottles. It was recommended to pilot these containers at a couple more apartments.

The committee discussed fishing line recycling, which Ames and Walton have already started researching. Ames will contact Laura Saucier, from DEEP, for stickers and any other additional information. Roberts and Ames volunteered to collect the fishing line. It was suggested identifying the fishing holes in town and enlisting help from boy scouts and fishing clubs to set up the sites.

Walton reported that UConn's Give and Go was very organized this year. The quantity of material was similar to previous years. Twenty seven local charities received donations from the

move-out collection.

Moving to a cashless system at the transfer station is months away. According to Director of Finance, Cherie Trahan, once credit cards are an established way to make payment to the Town, the transfer station will be ready to go cashless.

The next meeting is scheduled for July 12, 2012. The committee said good bye to resigning member Anne Smith.

The meeting was adjourned at 9:14 pm.

Respectfully Submitted,

Virginia Walton
Recycling/Refuse Coordinator



TOWN OF MANSFIELD
OFFICE OF THE YOUTH SERVICES BUREAU

Patricia Michalak, MA
Youth Service Bureau Coordinator

YSB Advisory Minutes
Tuesday, June 12, 2012
12:00 noon @ Mansfield Town Hall
Conf. Rm. B

Board Members

Present:

Ethel Mantzaris, Chair
Patricia Michalak, YSB Coordinator
Kathy McNamara, YSB Social Worker
Kevin Grunwald, Human Services Director
Frank Perrotti, Resident
Chuck Leavens, E O Smith Counselor
Kelsey Campbell, Social Worker

Guest: Rev. Ann Plumley

I. Call to Order

- Meeting called to order at 12:03 PM by Chair, Ethel Mantzaris

II. Approval of minutes

- Meeting minutes from May 8, 2012 were accepted

III. Reports

- Director's Report - Kevin Grunwald
 - o Presentation of Quarterly Report for the Department for January 2012 through March of 2012 which gives a brief summary of services provided by Adult, Senior, Youth, and Early Childhood Services. Chuck Leavens made the observation that E.O. Smith students who are seen by Dr. Haney are not included in Youth Services statistics of clients being served. This number will be considered for the future quarterly reports.
 - o Kevin Grunwald and Pat Michalak met with the Director of Finance to discuss submitting a Service Improvement Request for the request of a new staff position. The Service Improvement Request will be submitted for January 2013 for Fiscal Year 2014 budget.

- The Fiscal Year 2013 Budget will be going in to effect July 1, 2012.
 - Early Childhood Education has been working with the Playground Committee in advocating for a new playground in Mansfield. Planning and Zoning has approved zoning plans for the new playground.
 - Early Childhood submitted renewal applications for the School Readiness grant.
- **Coordinator's Report - Patricia Michalak**
- Eagleton Residential Boys School-** Staff visited Eagleton School to learn more about boys' treatment programs. The program works to create opportunities for success and not to just assume that all boys only want to do physical activities. Horticulture and culinary were very popular programs for the boys along with horseback riding.
- Goodwin After School Consultant-** Staff conducted an onsite visit and will again service as their clinical consultant for this academic year.
- Alateen-** Met with Reverend Ann Plumley to work towards developing an Alateen program in their church.
- Board of Education-** Staff presented at the Board of Education meeting. The presentation highlighted the growth in demand for services, collaboration with the schools, and shared highlights from our Volunteer Recognition event.
- MMS Special Education-** Staff presented at the Special Education dinner regarding services offered by YSB.
- Big Friends-** Next year's program will be working out of the Middle School, more specifically with Carrie Holman's 7th and 8th grade special education class.
- LEAP –** All fourth grade COPE participants have been invited to a school orientation event to help transition to the Middle School.
- Conference on Supervision-** Staff attended the 2012 CT Clinical Supervision Conference to gain more knowledge on providing supervision.
- Give and Go-** YSB received a table and couch from the Give and Go program for the office and waiting room.
- UConn Psychological Services-** Working with Director Dr. Barton to possibly have a PhD student work out of our office to improve continuity of services.
- Department of Children and Family Services-** Tony Tigeleir will be the DCF liaison for Mansfield. He is a DCF adolescent supervisor. This is the town's first time having a DCF liaison and should help facilitate services for our children.

Summer Challenge- 16 seventh and eighth grade students have been chosen to participate in the Challenge program. Decisions were made in conjunction with YSB staff and Middle School Services staff.

Camperships- Staff have been working to assist children in registering for summer camp.

IV. Old Business

- Update Regarding Presentation to Town Council: Patricia Michalak met with Fred Baruzzi of Mansfield Board of Education concerning exploring adding a position at Youth Services. Mr. Baruzzi said he is open to exploring a partnership with the town. Mr. Baruzzi suggested that Pat speak with the schools and explore their expectations for a position and what services and assistance they would like to gain from the new staff member.
- Frank Perrotti suggested creating a part-time job for a social worker to provide clinical counseling during after school hours to children and families, which would start at the beginning of the academic year in September 2012.
- The Advisory Board members will no longer be presenting to the Town Council in June. Members will plan to present in January 2013, when the new budget proposal will be in progress.

V. New Business

- Funding for Challenge Program- There will not be an issue with funding Summer Challenge. Through the town of Mansfield, Board of Education, and donations, there is enough money to fund challenge Positive Choices Program by Christine
- Christine Lee was unable to attend the Board meeting.

VI. Other

- Staff thanks Advisory Board members for their wonderful support and expertise. Your help is valuable to us. The next meeting will be September 11, 2012.

VII. Adjournment

- Next meeting will take place on Tuesday, June 12, 2012
- Meeting adjourned at 12:48 PM
- Minutes submitted by Pat Michalak

MANSFIELD ZONING BOARD OF APPEALS – REGULAR MEETING
MINUTES
JUNE 13, 2012

Chairman Accorsi called the meeting to order at 7:00 p.m. in the Council Chamber of the Audrey P. Beck Municipal Building.

Present: Members – Accorsi, Gotch, Katz, Pellegrine, Welch

Alternate – Clauson

Absent: Alternates – Brosseau, Scruggs

THE FARMER’S COW, LLC – 7:00 P.M

To hear comments on the application of The Farmer’s Cow, LLC for a variance of Art X, Sec C.5.a.2 to erect a 37.5 sq ft building identity sign where a maximum 25 sq ft is permitted at 82 Storrs Rd.

Robin Chesmer, Lincoln Chesmer’s father spoke regarding his son’s application. They feel a sign this size is needed in order for the business to be visible from the road. He said the zoning agent had requested that a parapet structure be put behind the top portion of the sign.

There was a question regarding the amount of variance necessary to erect the proposed sign due to a memo received from the zoning agent. It was unclear whether the parapet structure would be included as part of the measurements. A phone call was made to Curt Hirsch, Zoning Enforcement Agent, for clarification. He said that the back board or false roof, which would have to cover more than half the roof, would not be included in the measurements and that a 12.5 sq ft variance is what would be needed to erect the proposed sign.

Neighborhood Opinion Sheets were received showing no objections and certified mail receipts were submitted.

BUSINESS MEETING

Pellegrine made a motion to approve the application of The Farmer’s Cow, LLC for a variance of Art X, Sec C.5.a.2 to erect a 37.5 sq ft building identity sign where a maximum 25 sq ft is permitted at 82 Storrs Rd, as shown on submitted plan.

In favor of approving application: Accorsi, Gotch, Katz, Welch

Opposed to approving application: Pellegrine

Reasons for voting in favor of application:

- Size of building negatively impacts visibility of business
- Distance from road

Reasons for voting to oppose application

- No demonstrated hardship

Application was approved.

APPROVAL OF MINUTES FROM APRIL 11, 2012

Katz moved to approve the minutes of April 11, 2012 as presented, seconded by Pellegrine. All in favor.

ADJOURNMENT

Meeting was adjourned at 8:02 p.m.

Respectfully Submitted,

Beverly H. Gotch, Acting Secretary

Mansfield Board of Education Meeting
June 14, 2012
Minutes

Attendees: Mark LaPlaca, Chair, Shamim Patwa, Vice-Chair, Martha Kelly, Secretary, April Holinko, Holly Matthews, Jay Rueckl, Randy Walikonis, Superintendent Fred Baruzzi, Board Clerk, Celeste Griffin

Absent: Katherine Paulhus, Carrie Silver-Bernstein

The meeting was called to order at 7:32pm by Mr. LaPlaca.

SPECIAL PRESENTATION: Susan Irving, Southeast Enrichment teacher, and students discussed Enrichment activities they have completed during the current school year.

Carrie Silver-Bernstein arrived at 7:53pm.

CABE LEADERSHIP AWARD PRESENTATIONS: Mr. LaPlaca presented the CABE Leadership Award for distinguished leadership in school activities and daily life to Middle School students Chloe Ewalt and Charles Schwoerer. Mr. Cryan, Principal of Mansfield Middle School, described specific attributes of each student, as well as their contributions to Mansfield Middle School

HEARING FOR VISITORS: None

COMMUNICATIONS: None

ADDITIONS TO THE PRESENT AGENDA: MOTION by Ms. Matthews, seconded by Ms. Patwa, to add a resignation to the Consent Agenda. VOTE: Unanimous in favor.

COMMITTEE REPORTS:

Personnel Committee: Ms. Patwa reported that the Personnel Committee has begun negotiations continues negotiations with UPSEU.

Teacher of the Year Committee: Mrs. Matthews reported that the committee has selected Mansfield's Teacher of the Year.

Mansfield Board of Education Code of Ethics Policy: Ms. Patwa reported the Policy Committee recommends the Board adopt a similar policy to the Town of Mansfield Code of Ethics with a few changes recommended by Board Attorney. The Board asked Mr. LaPlaca to inform the Town Council of the Board's intent.

REPORT OF THE SUPERINTENDENT:

- MMS Student Success Plans, Grades 6, 7, 8: Candace Morell, Assistant Principal Mansfield Middle School, reported on SSP – individualized student driven plan that will be developed to address every student's needs and interests, in order to help every student stay connected in school and to achieve postsecondary educational and career goals.
- Math Textbook Adoption: Karen Moylan, District Math Consultant, and Mark Jones, District Mathematics Curriculum Council Convener, provided information regarding the rationale for adoption, purchase, initial training, and year one implementation of the Core Connections Series published by College Preparatory Mathematics (CPM) for grades 6-8.

Mrs. Paulhus arrived at 9:10pm

MOTION by Ms. Patwa, seconded by Mrs. Holinko to adopt the Core Connections series for grades 6-8. VOTE: Unanimous in favor with Mrs. Paulhus in abstention.

- Mansfield Food Service Update: Mr. Baruzzi reviewed the Food Services Department accomplishments for the year, which included a salad bar pilot at the Middle School. He expressed his thanks and praise to Janice Mills, Mansfield Middle School Cafeteria Manager for her hard work and willingness to take on additional duties this year. Mr. LaPlaca also thanked Mrs. Mills and congratulated her on her accomplishments this year.
- 2012-2013 Food Service Price Increase: Mr. Baruzzi reported that the district does not propose to raise school lunch prices for the 2013-2013 school year. MOTION by Mr. Walikonis, seconded by Mrs. Kelly to approve the Superintendent's proposal for cost of 2012-2013 school meals. VOTE: Unanimous in favor.
- Healthy Food Certification: MOTION by Ms. Matthews, seconded Mrs. Paulhus to adopt the Connecticut Nutrition Standards Healthy Food Certification Statement for the 2012-2013 school year. VOTE: Unanimous in favor. MOTION by Ms. Matthews, seconded by Mrs. Paulhus to adopt the Connecticut Nutrition Standards Exclusion for the 2012-2013 school year. VOTE: Unanimous in favor.
- Quarterly Financials: Cherie Trahan, Director of Finance reported there were no significant issues in third quarter financial statements. MOTION by Mr. Walikonis, seconded by Mr. Rueckl to accept the Quarterly Financial Statements for the Quarter ending March 31, 2012. VOTE: Unanimous in favor.

- School Construction Projects Closeout: MOTION by Ms. Silver-Bernstein, seconded by Ms. Matthews to accept Projects #078-0062, 078-0063, 078-0064, 078-0065, 078-0066, 078-0067 as complete. VOTE: Unanimous in favor.
- Paraprofessional of the Year: Dr. Leclerc reported that a committee was formed to appoint a Paraprofessional of the Year. The committee followed procedures set by Teacher of the Year Committee. Samantha Abdullah from Goodwin School is Mansfield's first Paraprofessional of the Year.
- Teacher Evaluation Report: Mr. Baruzzi presented the annual teacher evaluation report.
- Board of Education Retreat: Mr. Baruzzi asked the Board to send items they would like to discuss at the July 10th Board of Education Retreat.
- Mansfield Public Schools Common Core State Standards: District Plan 2012-2013: Mr. Baruzzi discussed the district plan for professional development related to Common Core State Standards.
- Class Size/Enrollment: The principals reported no significant change in enrollment.

NEW BUSINESS: None

CONSENT AGENDA: MOTION by Ms. Patwa, seconded Mrs. Holinko that the following items for the Board of Education meeting of June 14, 2012 be approved or received for the record: VOTE: Unanimous in favor.

That the Mansfield Public Schools Board of Education approves the minutes of the May 10, 2012 Board meeting.
That the Mansfield Public Schools Board of Education accepts the resignation of Kate English, 7th grade teacher effective the end of the 2011-2012 school year.

HEARING FOR VISITORS: Professor Nejat Olgac, Monticello Lane, expressed his discomfort in math/science education in the United States. Terry Cook, Spring Hill Road, supports the salad bar at MMS and salad plate option at elementary schools for 2012-2013 and questioned MMS math placements.

SUGGESTIONS FOR FUTURE AGENDA: None

Executive Session: MOTION by Mrs. Holinko, seconded by Ms. Silver-Bernstein to move into Executive Session for the purpose of discussion contract negotiations and Superintendent's evaluation and non-union wages and salaries at 9:50. VOTE: Unanimous in favor.

The Board was joined in executive session by the Superintendent. The Superintendent left at 10:32 pm.
The Board returned to open session at 10:56 pm

MOTION by Shamim Patwa on behalf of the personnel committee to increase the salaries of Deputy Director Maintenance & Custodial, Director of Food Services, Administrative Assistant to the Superintendent, Personnel Assistant and IT Director by 1.7% GWI plus step for those it applies, to change the percentage of insurance premium paid for Deputy Director Maintenance & Custodial and Director of Food Services to match that of the Maintenance/Custodian/Cafeteria Workers once that contract is settled, for Administrative Assistant to the Superintendent and Personnel Assistant to 15.5%, and for the IT Director to stay at 17.5%. Vote was unanimous in favor.

MOTION by Katherine Paulhus, seconded by Holly Matthews to offer the Superintendent a new 3 year contract, beginning July 1, 2012. Vote was unanimous in favor.

MOTION by Jay Rueckl, seconded by April Holinko to increase the Superintendent's salary by 1.7%. Vote was unanimous in favor.

MOTION by Shamim Patwa, seconded by Carrie Silver Bernstein to adjourn at 11pm. Vote was unanimous in favor.

Respectfully submitted,

Celeste Griffin, Board Clerk

TOWN/UNIVERSITY RELATIONS COMMITTEE
Tuesday, August 14, 2012
University of Connecticut Bishop Center, Room 146 (1st Floor)

Minutes

Present: E. Paterson, R. Orr, M. Hart, P. Barry, J. Saddlemire, W. Simpson, J. Armstrong, B. O'Connor, W. Wendt

Staff: C. van Zelm (*MDP*), L. Painter (*Town of Mansfield*), R. Cournoyer (*Mansfield Resident Trooper*)

1. Call To Order

Meeting was called to order at 4:01 pm.

2. May 8, 2012 Meeting Minutes

Hart made the motion to approve the minutes as presented, seconded by Simpson. Approval of schedule was unanimous.

3. Updates:

Discussion of the following items occurred subsequent to item 4 due to time constraints for Cournoyer.

a. *Mansfield Downtown Partnership*: van Zelm distributed an updated list of tenants and noted the following milestones:

- A Certificate of Occupancy for the EDR Apartments was issued by the Town on August 1st; the first tenants will start moving in on August 15th with move-ins staggered over the following two weeks
- Head Husky (formerly Skoras) and Travel Planners are open; Body Language has its CO and is expected to open shortly
- Garage is expected to be partially open within the next 1-2 weeks
- Abatement has begun in the 1254 building; demolition is expected to occur after Labor Day

Orr inquired about the possibility of 'Coming Soon' signs in the windows of the commercial spaces currently under construction. Van Zelm noted that the request is already under discussion with SCA.

Van Zelm also gave an overview of events planned for the 9th annual Festival on the Green scheduled for September 23rd and noted a potential change in parade route due to construction.

b. *MCCP*: John Armstrong, Interim Director of Off-Campus Services, provided an overview of activities underway in preparation for the fall semester, including an upcoming landlord luncheon, the MCCP meeting scheduled for 8/16/12, and the annual visits, currently scheduled for September 11-13.

c. *Town/UCONN Water Supply Project*: Hart and Orr provided an update on the status of the joint EIE for a new water supply, a draft of which is expected to be released in September. The EIE scope has been revised since the last meeting to include evaluation of an interconnection with the Metropolitan District Commission (MDC). Barry questioned what effect the project would have on the Fenton River; Hart noted that under most alternatives, the Fenton wells would still be in operation. One of the MDC options could allow for both the Willimantic and Fenton wellfields to be shut down.

d. *UConn Main Accumulation Area*. Orr noted that an advisory committee is currently evaluating several different sites for possible relocation of the Main Accumulation Area (commonly referred to as the Hazardous Materials Storage Facility) as a precursor to a formal EIE process. Site visits were conducted in July and the committee's work is expected to be completed this fall.

4. Fall Semester Preparations

Cournoyer provided an update on preparations for the fall semester, including the following:

- General trooper locations on weekends
- New orientation session required for all Carriage House tenants as part of their lease to learn about their rights, available services and expectations for behavior
- Collaborative efforts with UConn Police and Off-Campus Services

Hart commended Cournoyer and O'Connor for the efforts they have made to coordinate police activities and response. Barry commended Cournoyer for his efforts to meet with and educate students both before and after events.

John Sobanik of Celeron Square noted that they preparing in the same way as last year and requested similar orientation/information sessions for his tenants.

Saddlemire noted that efforts are underway to ensure that move-in weekend occurs with as little disruption as possible, including staggering of move-in dates/times and ROTC volunteers for unloading vehicles.

5. Other Business/Announcements

Orr noted that the National Association of Women Law Enforcement Executives recently named Chief Barbara O'Connor as the 2012 Woman Law Enforcement Executive of the year.

6. Opportunity for the Public to Address the Committee

Chris Kueffner requested information on the possibility of landlords obtaining standing orders of no trespass and suggested that the availability of such orders should be more widely publicized to landlords in the area, perhaps as an enclosure with correspondence regarding housing inspections.

7. Adjournment

Meeting adjourned at 4:49 p.m.

Respectfully Submitted,
Linda M. Painter, AICP
Director of Planning and Development, Town of Mansfield

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

Housing Authority Office

August 16, 2012

8:30 a.m.

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

The meeting was called to order at 8:34 a.m. by the Chairperson.

MINUTES

A motion was made by Mr. Simonsen and seconded by Ms Ward to accept the minutes of the July 12, 2012 Regular Meeting. Motion approved unanimously.

COMMENTS FROM THE PUBLIC

None

COMMUNICATIONS

None

REPORTS OF THE DIRECTOR

Bills

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

Financial Reports –A (General)

A motion was made by Mr. Eddy and seconded by Ms Hall to approve the June Financial. Motion approved unanimously.

Financial Report-B (Section 8 Statistical Report)

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

REPORT FROM TENANT REPRESENTATIVE

Human Services Advisory Committee

Mr Eddy reported that the committee did not meet.

General Reports

Mr. Eddy asked that when site work is addressed, that additional site lighting be included for the visitors parking area. The Board agreed to include it with capital projects.

.AD HOC COMMITTEE REPORTS

Affordable Housing Committee

The committee has not met. Ms Fields stated that she would like to address the Board in Executive Session.

Executive Session

Ms Fields raised several issues which are subject to privileged communications. The Chairman responded that the issues should be considered in executive session.

A motion was made by Mr. Eddy and seconded by Mr. Simonsen to invite Ms Fields to the Executive Session and to go into Executive Session at 9:18 a.m. Motion approved unanimously.

The Board came out of Executive Session at 10:10 a.m.

A motion was made by Mr. Simonsen and seconded by Ms Ward to authorize Ms Fields to sign a Purchase and Sale Agreement as discussed in the Executive Session. Motion approved unanimously...

UNFINISHED BUSINESS

Legal Updates

Ms Fields reported that all legal updates were addressed in the previous Executive Session.

Charter Communications

Ms Fields reported that they have agreed to increase their fee paid to the Housing Authority to formalize their agreement with the Housing Authority.

Policies

Ms Fields requested that until other projects are completed, that the Housing Authority policy review be suspended.

NEW BUSINESS

Budgets/Rent Increases

Ms Fields requested that a Special Meeting be called to review all 2013 operating budgets and capital budgets. The Chairman called a Special Meeting on September 6, 2012 at 8:30 to discuss budgets.

MEETING DATE CHANGE

No change to September Regular Meeting

OTHER BUSINESS

None

ADJOURNMENT

The Chairperson declared the meeting adjourned at 10.55 a.m.

Dexter Eddy, Secretary

Approved:

Richard Long, Chairperson



MANSFIELD ADVOCATES FOR CHILDREN
Executive Council – Regular Meeting
 Wednesday, May 9, 2012

MINUTES

MEMBERS PRESENT: G. Bent (co-chair), P. Braithwaite, P. Doyle, C. Guerreri,
 K. Grunwald (staff), J. Higham, K. Krider (staff), MJ Newman,
 E. Soffer Roberts, J. Stoughton (co-chair), and J. Woodmansee (staff),

WHAT (Topic)	DISCUSSION	OUTCOME
Call to Order	G. Bent called the meeting to order at 1:16pm.	
Minutes	Approval of April 11, 2011 Minutes. It was noted that MJ Newman should be added to Members Present.	<u>Motion</u> <i>J. Higham moves to approve the 4/11/11 Minutes with the correction noted. MJ Newman seconds and the motion passes unanimously (4-0-0).</i>
Follow-Up	<p>Task and Timeline Chart for Community Plan Elements, April 2010 through March, 2011 and Timeline Mansfield's Implementation Process, February 1, 2010 through March 31, 2012.</p> <p>K. Krider requested previously that all three (3) Teams review this timeline and determine whether or not it remains relevant and should be adhered to. The Community Connectedness Team determined that it was no longer relevant and communicated this at the full MAC meeting on 5/2.</p> <p>MJ Newman stated that it is no longer a useful tool for Successful Learners and P. Braithwaite agreed on behalf of the Health Team.</p> <p>Succession of MAC Chairs</p> <p>K. Krider and J. Stoughton provided a draft "MAC Succession Plan for Leadership."</p> <p>Members discussed if a nominated individual must be a member of MAC. Members agreed that if someone were to be nominated they would need to be appointed by the Town Council. It was suggested that at least six (6) months prior to the term end that the search committee be formed. P. Doyle suggested that the August language be revised to allow the collaborative leeway in case a quorum is not present at the August meeting.</p> <p>Members discussed how the EC will be involved in approving candidates for nomination. It was agreed that the Nominating/Search Committee will bring the list of candidates to the EC council. A timeline for the process</p>	<p>The Timeline Chart is deemed to no longer be relevant by all three teams and therefore will not be used as a tool.</p> <p>K. Krider will look into finding a tool that will work for the teams.</p>

	<p>would include: in June the candidates will be brought to the EC; in July the candidates will be introduced to the full MAC; and, the full collaborative vote will occur in August.</p> <p>With regard to the voting margin it was agreed that it should be a consensus in order to keep the decision making process of MAC consistent.</p> <p>It was also agreed that in the event of a resignation of a co-chair during their term, the EC will appoint an interim co-chair.</p> <p>Members discussed the co-chair's roles in staff evaluations. K. Grunwald stated that he is charged with the evaluation of the Coordinator and that thus far he has not sought feedback from the co-chairs in the past. It was agreed that under the section of Duties and Descriptions of the Co-Chairs language be added "work with the Director of Human Services to give input and feedback into the evaluation of the Coordinator." It was also suggested that language be added to that section to include that a co-chairs duties include, "being a signatory of grant applications and assisting in the grant writing process."</p> <p>Decision making chart G. Bent provided a draft document entitled "Decision Making Guidelines for Policy Involvement." Members discussed the purpose of this document and suggested that its purpose be clearly identified at the top of the document.</p>	<p>K. Krider will revise the draft and email it to the EC.</p> <p>G. Bent will revise the draft and email it out to the EC.</p>
<p>New Business</p>	<p>Community Champion K. Krider explained that identification of a Community Champion is one concern as identified on the Community Assessment Tool. Members discussed the purpose and role of a MAC Community Champion and many names were brought forward for discussion.</p> <p>Resignations K. Krider reported that E. Tulman has resigned from MAC in order to concentrate her efforts on the Playground Committee. Also, MJ Newman has resigned as Chair of the Successful Learners Team.</p> <p>MJ Newman explained that her resignation is so that she can chair the One Book Project and she nominated herself and Lisa Young to co-chair this strategy team.</p> <p>Team vs. proposal time Members discussed confusion in MAC around Team versus Strategy Team time at the meetings and all agreed that clarification is needed. Members reviewed what each of the three Teams is currently working on. It was agreed that the One Book Project should become an ad hoc committee of MAC and meet separately from MAC, much like the Playground Committee.</p> <p>Members agreed that the transportation strategy team is moving forward and is directly linked to the Community Connectedness Team because of the information received</p>	<p>K. Krider will follow-up with contacting some of the individuals mentioned.</p> <p>J. Woodmansee will follow-up with the Town Clerk regarding formation of another ad hoc committee.</p>

	<p>from the survey.</p> <p>P. Doyle reminded members that any programming must fit into the Plan.</p> <p>J. Higham offered to move to successful learners after the presentations to the Town on the survey. After the presentations the Community Connectedness Team can concentrate on transportation.</p> <p>Members discussed how the One Book could, depending on the book chosen, fit directly into the work of the Health Team.</p> <p>Members also discussed how the Health team might consider joining forces with the Wellness Committee.</p> <p>It was proposed and that MJ Newman stay on as team leader for Successful Learners until June.</p>	<p>The proposal was unanimously affirmed and MJ Newman will continue on as chair of the Successful Learners Team until June.</p>
Action Updates	<p>Updates from strategy teams:</p> <p>Transportation K. Grunwald reported on the work that this group has accomplished and that next month he will have a survey to be approved by the EC. He noted that survey locations include: Holinko Estates; Northwoods, Maplewoods, White Oak, Woods Edge; and, Colonial Townhouses. He also noted that only families with school age children will be surveyed and that ten (10) responses from each location would do. An announcement will go out ahead of the survey and the goal is to conduct the surveys during June and July.</p> <p>It was suggested that perhaps families could be surveyed while visiting the Books on the Bus this summer.</p> <p>One Book J. Stoughton reported that a book has not yet been chosen.</p> <p>Plan Re-write K. Krider reported that she continues to attempt to make contact with the consultants listed on the GMF website.</p>	
Adjournment	<p>The meeting adjourned at 2:50pm.</p> <p>Next MAC meeting, Wednesday, June 6, 2012, Dinner 5:00pm, Meeting 5:30pm – 7:30pm</p> <p>Next Executive Council meeting on Wednesday, June 13, 2012, 1:15 – 2:45 at Town Hall in Conference Room B</p> <p>Agenda topics: Please send to Kathleen at kriderk@mansfieldct.org</p>	

“All Mansfield Children ages birth through 8 years old are healthy, successful learners connected to the community.”



MANSFIELD ADVOCATES FOR CHILDREN
Executive Council – Regular Meeting
 Wednesday, June 13, 2012

MINUTES

MEMBERS PRESENT: G. Bent (co-chair), C. Guerreri, K. Grunwald (staff),
 J. Higham, K. Krider (staff), E. Soffer Roberts (in at 1:35pm),
 J. Stoughton (co-chair) and J. Woodmansee (staff)

REGRETS: P. Braithwaite, MJ Newman

WHAT (Topic)	DISCUSSION	OUTCOME
Call to Order	G. Bent called the meeting to order at 1:18pm	
Minutes	Approval of May 9, 2011 Minutes.	There is no quorum present at the start of the meeting. Approval of the May 9 th minutes is tabled until the August meeting.
School Readiness	<p>K. Krider reported that a "Save the Date" email came regarding Stone Soup. It is scheduled for October 10th from 8:00-3:30 in Cromwell. More information to follow up receipt.</p> <p>Members discussed the current membership in the Successful Learners Team and compared it to the membership of the School Readiness Task Force. C. Guerreri spoke regarding the trend of towns to combine the two. Members discussed the mandatory requirements of membership by the SDE for the School Readiness Task Force and specifically that it must include the mayor or her designee and the Superintendent of the Schools or his designee. Currently, Rachel Leclerc is the designee for F. Baruzzi and K. Grunwald is the designee of the Mayor.</p> <p>K. Krider reported that she continues to wait for the new formulas from SDE before she can calculate the parent share of tuition and communicate the amount to the centers and families.</p> <p>K, Krider informed members regarding her recent discussions with SDE regarding eliminating the administration line item in the school readiness budget and spending the full amount of the grant award on slots. K. Grunwald gave background information noting that last year the coordinators hours were cut and the reimbursement rate to the centers increased to meet the grant requirements. Members noted that the budgets</p>	K. Krider will forward the email to the full MAC collaborative.

	<p>for the BOE and the Town have already been set and cannot be revised at this late date. Members discussed ways in which to fund the administration line item for this grant in the future and how other towns such as Coventry have administration of this grant built into the BOE budget. C. Guerrerri discussed the differences between priority and competitive districts with regard to the amount of administration allowed in the budgets. Suggestions regarding this year's administration include a waiver request. It was also noted that thought should be given to beginning discussions with the BOE regarding early care and education and initiating discussions with Superintendents from area towns who have successfully integrated early care and education positions such as Vernon and Colchester.</p> <p>Member discussed if School Readiness funds follow the child who lives in Mansfield or if the child can attend nearby NAEYC accredited programs.</p> <p>Members briefly discussed any early care and education unmet needs in Mansfield.</p> <p>K. Krider reported that a Quality Enhancement Grant will be released from SDE soon (and due in August).</p>	<p>K. Krider will research this issue and inform the EC of her findings.</p> <p>K. Krider will inform the EC when the grant is released.</p>
Follow-up	<p>Timeline tool: Members discussed that the RBA scorecard tool may be available in the near future for use.</p> <p>Succession Document: K. Krider made the revisions suggested at the last meeting. Members discussed that an email vote regarding this document will be necessary so that it can be implemented at the August annual meeting of MAC.</p> <p>Decision Making Chart: G. Bent reported that she corrected the typos noted at last months meeting but that she would like to revise it further.</p> <p>Community Champion: Members discussed the role of a community champion, that this person would be visible at MAC and the playground committee's community events, knowledgeable regarding issues surrounding early care and education for birth to 8 and, a voice for MAC when needed to the Town Council and BOE.</p> <p>Members discussed some possible individuals who could potentially be the community champion.</p> <p>J. Stoughton exited the meeting at 2:21pm.</p>	<p>K. Krider will email out the latest draft to all EC members for their approval and then email it to the full MAC for a vote.</p> <p>K. Krider will follow up.</p>
Action Updates	<p>Transportation/CC: J. Higham reported that the CC Team met yesterday to work on the presentations surrounding data regarding the playground and transportation.</p> <p>One Book/Health: E Soffer Roberts reported that the survey regarding read at home was received from Coventry and that they are awaiting clarification from the BOE regarding additional payments to employees for work performed on the BMI issue.</p>	<p>K. Krider will look at the budget with regard payment to the MMS nurse.</p>

	<p>Successful Learners: Members discussed that the Successful Learners team will need a new team leader after Mary Jane resignation and how this team may merge to fulfill the legislative mandates of the School Readiness Task Force.</p> <p>Members discussed the idea of using available funds to bring in an expert in the Kindergarten Inventory to speak to center directors and preK teachers. K. Grunwald suggested that Bill be contacted about putting something together with Neag.</p>	<p>K. Krider will send out Coventry survey to the full MAC.</p> <p>K. Krider will follow up with identifying a team leader for successful learners.</p>
Adjournment	<p>The meeting adjourned at 2:52pm.</p> <p>Next MAC meeting, Wednesday, August 1, 2012, Dinner 5:00pm, Meeting 5:30pm – 7:30pm</p> <p>Next Executive Council meeting on Wednesday, August 8, 2012, 1:15 – 2:45 at Town Hall in Conference Room B</p> <p>Agenda topics: Please send to Kathleen at kriderk@mansfieldct.org</p>	

“All Mansfield Children ages birth through 8 years old are healthy, successful learners connected to the community.



MANSFIELD ADVOCATES FOR CHILDREN
 Executive Council – Regular Meeting
 Wednesday, August 8, 2012

MINUTES

MEMBERS PRESENT: C. Guerreri, K. Grunwald (staff), E. Soffer Roberts, J. Stoughton (co-chair) and J. Woodmansee (staff)

GUESTS PRESENT: Bill Waite, Jill Coghlan and Christopher Brechlin

WHAT (Topic)	DISCUSSION	OUTCOME
Call to Order	J. Stoughton called the meeting to order at 1:24pm. Introductions were made.	
CCEA Presentation	<p>Bill Waite and Jill Coghlan from CCEA distributed the “Phase I Executive Report: MAC Data Collection and Evaluation Project.” B. Waite stated that his report for Phase I of the work conducted by CCEA will consist of two parts. The Summary which he will present at the September 5th MAC meeting will include recommendations based on data references. The second is the Concordance Report which is approximately 215pgs of strictly data analysis. This Concordance Report will include charts, graphs, and references and he will produce it electronically.</p> <p>Members discussed that if the survey were to be repeated in the near future it would allow for comparisons.</p> <p>B. Waite discussed the general recommendations in his report and how the ability to effect change is factored in.</p> <p>Members discussed how the “story behind the data” needs to be included in the Plan and how these stories can lead to correct strategies.</p> <p>B. Waite noted that the Phase II objectives for his work are yet to be determined.</p> <p>B. Waite referenced “White Papers” which can be prepared.</p> <p>Members discussed the focus of the CCEA presentation to the full MAC collaborative.</p>	
ACTION UPDATES	Transportation – K. Grunwald reported that a pilot of the transportation survey will be done at Holinko Estates on August 23 rd from 4:00 – 5:00pm.	Volunteers are needed.

Adjournment	<p>The meeting adjourned at 3:00pm.</p> <p>Respectfully submitted, Jillene B. Woodmansee Assistant to the Early Childhood Services Coordinator</p> <p>Next MAC meeting, Wednesday, September 5, 2012, Dinner 5:00pm, Meeting 5:30pm – 7:30pm</p> <p>Next Executive Council meeting on Wednesday, September 12, 2012, 1:15 – 2:45 at Town Hall in Conference Room B</p> <p>Agenda topics: Please send to Kathleen at kriderk@mansfieldct.org</p>	
-------------	---	--

“All Mansfield Children ages birth through 8 years old are healthy, successful learners connected to the community.”



MANSFIELD ADVOCATES FOR CHILDREN
Wednesday, September 5, 2012
Minutes

Members Present: A. Bloom, G. Bent (co-chair), Janice Bolsteridge, T. Cook, V. Fry (co-chair), C. Guerrerri, K. Grunwald (staff), Y. Kim, K. Krider (staff), R. Leclerc, MJ Newman, W. Waite, J. Woodmansee (staff) and L. Young

Regrets: S. Anderson, E. Soffer Roberts, J. Stoughton

Guests: J. Coghlan and Christopher Brechlin

<i>WHAT (topic)</i>	<i>DISCUSSION</i>	<i>OUTCOME</i>
CALL TO ORDER	G. Bent called the meeting to order at 5:34pm	
CONSENT AGENDA	Approval of Minutes from August 1, 2012.	<u>Motion:</u> T. Cook moves to approve the 8/1/12 Minutes as written. A. Bloom seconds and the motion passes unanimously.
ANNUAL MEETING BUSINESS	<p>Elections of Co-Chairs: The slate of officers presented to the membership for approval is Gloria Bent for co-chair and Vicki Fry for co-chair. There were no nominations from the floor.</p> <p>2013 Meeting Schedule: Members were given a proposed meeting schedule for 2013 which keeps the full MAC collaborative meetings on the first Wednesday of each month and the Executive Council meetings on the second Wednesday of each month. G. Bent asked for discussion on the topic and there was none.</p> <p>Approval of Bylaw Amendments (September 5, 2012): The membership was provided a copy of the proposed changes to the Bylaws. G. Bent asked for discussion on the topic and there was none.</p>	<p><u>Motion:</u> M. J. Newman moves to approve the election of co-chairs as presented. T. Cook seconds and the motion passes unanimously.</p> <p><i>The unanimous consensus from the group is to approve the meeting schedule as presented.</i></p> <p style="text-align: center;"><u>Motion:</u> V. Fry moves to approve the Bylaws amended as of September 5, 2012. A. Bloom seconds and the motion passes unanimously.</p>

CCEA PRESENTATION	<p>W. Waite and J. Coghlan are present to give a presentation regarding the results of the data from the CC survey. They presented slides entitled "Recommendations Resulting from the MAC Data Collection and Evaluation Project. Items discussed during their presentation included: determining actionable items, the ability to determine those items which cannot be changed because of time or financial restraints; general recommendations, investing in data infrastructure; and, recommendations specific to each of the three (3) teams.</p> <p>Members discussed how the Concordance Report can be beneficial to other Town departments and their initiatives.</p> <p>C. Guerreri noted that with regard to GMF ongoing data collection is critical to infrastructure.</p>	
SCORECARD PRESENTATION	<p>C. Brechlin is present to give a presentation regarding his work with MAC around the Scorecard and its uses within RBA. He noted that Scorecard can help to manage the data infrastructure.</p> <p>C. Brechlin discussed how the Scorecard can cross the teams indicators and can be linked to the MAC website for use.</p> <p>Members discussed other discovery communities' experiences with the Scorecard and its availability and cost to MAC when the trial period runs out.</p>	
SCHOOL READINESS	<p>Update: K. Krider reported that CAN (Collaborative Assistance Network) will be meeting at Town Hall next Wednesday, September 12 from 10:30 – 11:30 and that all are invited to attend. Part of CAN's mission this year will be to develop a Transition to Kindergarten Plan as required by GMF and the SDE School Readiness Grant.</p>	
OLD BUSINESS	<p>Stone Soup - K. Krider noted that online registration for Stone Soup has opened.</p>	
NEW BUSINESS	<p>Membership update – K. Krider announced P. Braithwaite has chosen to resign from MAC and that T. Cook and W. Waite are welcomed as new members. It was noted that membership is not strong regarding parents of young children.</p> <p>UConn Work/Life Expo – October 11, 2012 – V. Fry noted that the time on the Agenda is not correct and the Expo will begin at 9:00. K. Krider and J. Woodmansee will be attending the Expo on behalf of MAC.</p> <p>9th Annual Festival on the Green – Sunday, September 23, 2012 – K. Krider reported that the Playground Committee will be at the FOG and will have MAC information available.</p>	<p>J. Woodmansee will put Membership on the EC Agenda for 9/12.</p> <p>Anyone wishing to help out that day should contact K. Krider.</p>

TEAM TIME AND UPDATES	<p>There is no available time for Team break-outs.</p> <p>Transportation Update: K. Grunwald reported that the survey has been finalized and the announcement to tenants will be going out and permission from the Housing Authority has been granted to conduct the survey on Thursday, September 20th from 4:00pm to 5:00pm at Holinko Estates. Groups of 2 are needed.</p> <p>One Book: MJ Newman reported that there may be some student help available for this project (20 hours) and that the group plans to meet outside of the MAC meeting.</p>	Anyone available to help conduct the survey on 9/20 should contact K. Grunwald.
PARKING LOT	<p>Items placed on the Parking Lot during this meeting include:</p> <ol style="list-style-type: none"> 1. Summer Lunch Program 2. Before/After School Care 3. Scorecard 	
Adjournment	<p>The meeting adjourned at 7:35pm.</p> <p>Next Executive Council meeting on Wednesday, September 12, 2012, 1:15pm – 2:45pm at Town Hall in Conference Room B</p> <p>Next MAC Meeting, Wednesday, October 3, 2012 5:00pm – 5:30pm Arrival and Dinner 5:30pm – 7:30pm MAC Meeting</p> <p>Agenda topics: Please send to Kathleen at kriderk@mansfieldct.org</p> <p>Respectfully submitted, Jillene B. Woodmansee Assistant to the Early Childhood Services Coordinator</p>	

“All Mansfield Children ages birth through 8 years old are healthy, successful learners connected to the community.”

Worker/Employee Misclassification FAQs

CLICK ON EACH QUESTION TO SHOW THE ANSWER. CLICK ON THE QUESTION AGAIN TO HIDE THE ANSWER.

Rev. 4/20/10

- **1. What is worker/employee misclassification?**
Misclassification occurs when an employer incorrectly defines a worker as an "independent contractor" rather than an employee. Although misclassification can happen inadvertently, it is more often used to circumvent the law.
- + **2. Are there any guidelines to help employers classify workers correctly?**
- + **3. What is the "ABC Test"?**
- + **4. What are "Common Law Rules"?**
- **5. Why should misclassification matter to workers, employers, taxpayers, and the government?**

For workers:

Workers misclassified as independent contractors can experience a loss of certain employment protections and benefits. These may include:

- Ineligibility for unemployment compensation.
- No workers' compensation coverage if hurt on the job.
- No overtime pay, minimum wage earnings or below, and often a job without health benefits.
- Incorrect payment of various state and federal employment taxes such as social security, federal and state unemployment and income tax that could result in a worker's liability to pay applicable taxes with interest and penalties if not reported properly.

For employers:

Employers who illegally misclassify workers:

- Create an unfair business climate where law-abiding employers cannot compete against employers who intentionally undercut them by not paying all taxes and benefits for workers.
- Do not pay lawful, employment-related taxes on workers—resulting in higher taxes for other employers who follow the law.
- Could be liable for back assessments and substantial penalties.

For taxpayers and government:

- Taxpayers pay more than their share when legally irresponsible employers avoid paying them.

Worker/Employee Misclassification FAQs

- Government loses much needed tax revenue.
 - Government paid entitlement programs for benefits that could be provided by an employer – provided by taxpayers for benefits even though no cost was incurred by businesses.
-

Published by the Connecticut Department of Labor, Project Management Office
Last Updated: September 28, 2010

CONNECTICUT VOICES FOR CHILDREN

ABOUT FAMILY ECONOMIC SECURITY ISSUES

Key issues

- **The health, safety, education, and well-being of children are largely dependent on their family's ability to make ends meet.** "Economic security" means having enough income to meet basic needs and enough reserves to be protected against unexpected financial crises. For decades, Connecticut's lower-income families have faced stagnating or declining wages, rising costs, and growing economic instability and uncertainty. While Connecticut's economy grew and productivity increased in the recovery period between the 2001 recession and the Great Recession (2008 to 2010), wages for the bottom 50 percent of wage-earners either stagnated or declined. The result is that Connecticut workers in the lower half of the income spectrum entered the most severe recession since the Great Depression in worse economic shape than they were going into the milder 2001 recession. As a result of the Great Recession, income inequality in Connecticut has worsened.
- **In both good and bad times, Connecticut's working families have seen their economic opportunities diminish.** Even when the economy was growing, wages stagnated or declined for the state's low- and middle-income workers and an increasing proportion of Connecticut workers earned less than the wage necessary to keep a family of four out of poverty.
- **Connecticut's relative wealth is tempered by high costs of living.** Income in Connecticut does not go as far toward meeting basic needs as in other states. Recent data show that Connecticut had the third highest cost of living of any state in the contiguous U.S., with the highest prices in the country for groceries and the second highest for utilities. When adjusted for the high cost of living, Connecticut's lowest (10th percentile) are the sixth lowest in the contiguous U.S.
- **Typical measures of Connecticut's wealth hide huge and growing income and asset disparities.** According to the Census Bureau, Connecticut has the 4th highest median income in the country, while at the same time income inequality is second to only New York. Additionally, the gaps in real income between wealthy and poor families, and also between wealthy and middle-income families, have grown more in Connecticut than in any other state over the past two decades. Disparities are also dramatic along racial and ethnic lines: Connecticut's racial disparities in household assets are among the greatest in the nation; the median white-headed household in Connecticut is more than 65 times wealthier than the median minority-headed household.
- **For many Connecticut families, the building blocks of economic security are crumbling as family income stagnates.**
 - Connecticut is the only state in which the real (inflation-adjusted) income of the poorest 20% of families declined since the 1980s (by 17%, compared to a national increase of 11%).
 - The 5.1% real increase in the incomes of Connecticut's middle-income families since the late 1980s was the smallest percentage increase in any state.
 - Connecticut's very-low (10th percentile) and low (20th percentile) wages were less in 2011 than in 2001 (adjusted for inflation). Wages declined by roughly 7 percent for Connecticut's lowest paid workers between 2001 and 2011 (adjusted for inflation)

Town of Mansfield
Historic District Commission
October 9, 2012

The Historic District Commission of the Town of Mansfield will hold public hearings on October 9, 2012 at 7:00 p.m. in Room B of the Audrey P. Beck Building to hear comments on the applications of Dov Kugelmass of 100 Mansfield Hollow Road for the installation of a solar domestic hot water system and Paul and Bette Day Stern of 614 Storrs Road for the replacement of the current roof.

Gail Bruhn
Chairman – Historic District Commission

**PAGE
BREAK**

Legal Notice:

On September 12, 2012, the Mansfield Zoning board of Appeals took the following action:

Approved the application of Marja Prewitt for a variance of Art VIII, Sec A to construct a covered porch on the front of their residence that would be 35' from the front property line where 40' is required, at 4 Pine Ridge Ln, as shown on submitted plan.

Additional information is available in the Town Clerk's Office.

Dated September 13, 2012

Sarah Accorsi
Chairman

PAGE
BREAK



Town of Mansfield

Proclamation in Recognition of October 20 – 26, 2012 as National Friends of Libraries Week.

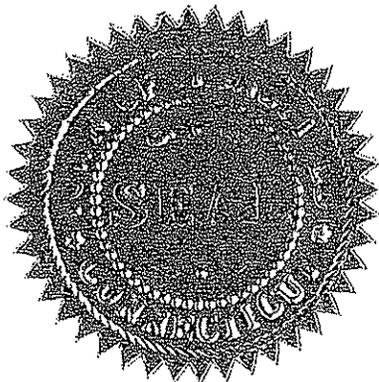
WHEREAS, Friends of the Mansfield Library raise money that enables our library to move from good to great -- providing the resources for additional books, much needed equipment, support for children's summer reading, and special events throughout the year;

WHEREAS, the work of the Friends highlights on an on-going basis the fact that our library is the cornerstone of the community providing opportunities for all to engage in the joy of life-long learning and connect with the thoughts and ideas of others from ages past to the present;

WHEREAS, the Friends understand the critical importance of well funded libraries and advocate to ensure that our library gets the resources it needs to provide a wide variety of services to all ages including access to print and electronic materials, along with expert assistance in research, readers' advisory, and children's services;

WHEREAS, the Friends' gift of their time and commitment to the library sets an example for all in how volunteerism leads to positive civic engagement and the betterment of our community;

NOW, THEREFORE, I, Elizabeth C. Paterson, on behalf of the Mansfield Town Council proclaim October 20-26, 2012, as Friends of Libraries week in Mansfield, Connecticut and urge everyone to join the Friends of the Library and thank them for all they do to make our library and community so much better.



Elizabeth C. Paterson
Elizabeth C. Paterson
Mayor, Town of Mansfield
October 5, 2012

PAGE
BREAK



MEET GOVERNOR MALLOY INVITE GOVERNOR MALLOY PRESS ROOM PRIORITIES FOR RESIDENTS LIEUTENANT GOVERNOR WYMAN

Press Releases
In The News
Speeches
Proclamations
Executive Orders
Official Portraits



STATE OF CONNECTICUT
GOVERNOR DANIEL P. MALLOY

September 19, 2012

GOV. MALLOY: \$10.9 MILLION IN FEDERAL GRANTS AWARDED TO 31 CT TOWNS

(HARTFORD, CT) - Governor Dannel P. Malloy today announced that 31 Connecticut towns have been awarded a total of \$10,987,840 by the Department of Economic and Community Development, the administrator for the U.S. Department of Housing and Urban Development's Small Cities Community Development Block Grant program. The Small Cities Program funds economic development, affordable housing, and other community revitalization projects.

"Expanding access to affordable housing is critical to strengthening the statewide economy and a major focus of my administration," said Governor Malloy. "Over the next ten years, the state will invest \$500 million to revitalize and expand affordable housing options so that our cities and towns will be better place to live, raise a family, and do business. These grants from the U.S. Department of Housing will go a long way to help us realize our goals, and we are appreciative of their recognition."

Grants are being awarded to:

Ansonia — \$300,000

The city will assist ten properties with projects including lead testing and abatement, energy efficiency upgrades, code enforcement, electrical and plumbing improvements, and window and door replacement.

Beacon Falls — \$300,000

The town will initiate a housing rehabilitation program to help preserve ten existing properties.

Berlin — \$500,000

The town will use the funding to renovate Marjorie Moore Village, a 40-unit senior housing rental project. Renovations include ADA upgrades, installation of a generator, and rehabilitation of the bathrooms and kitchens.

Bethlehem — \$300,000

The town will establish a housing rehabilitation program to provide assistance to approximately ten households. Applicants can undertake energy efficiency upgrades, ADA modifications, septic repairs, electrical upgrades, roof and gutter replacement, and the installation of new windows and doors.

Brookfield — \$300,000

Brookfield will upgrade ten houses including septic repairs, door and window replacement, installation of fire and carbon monoxide detectors, roof and gutter replacements, and environmental testing and abatement.

Burlington/Harwinton — \$300,000

The Burlington/Harwinton Regional Housing Rehabilitation is starting a regional housing rehab program to revitalize 22 units of low- and moderate-income housing including energy efficiency upgrades, ADA modifications, septic repairs, electrical upgrades, roof and gutter replacement, and the installation of new windows and doors.

Canton — \$500,000

Canton Housing Authority plans to renovate 12 units of elderly housing under Phase 2 work at 21 Dowd Avenue. Work includes accessibility and electrical upgrades and improvements to the community room.

Coventry — \$300,000

The town will use the funding to continue its Housing Rehabilitation Loan Program to help low- and moderate-income homeowners make improvements. Upgrades to 15 units may include roof replacement, heating systems, window replacement, lead paint and asbestos removal, electrical and code upgrades.

East Windsor — \$400,000

Funding will be used to reconstruct Cricket Road and a part of Prospect Hill Drive in the Prospect Hill neighborhood. This will improve the general condition of the streets as well as the storm drainage capacity.

Ellington — \$300,000

Ellington will continue its Regional Housing Rehabilitation Loan Program to help ten low- and moderate-income

homeowners in Ellington, Somers, and Suffield rehabilitate their homes. Upgrades may include roof

Governor Malloy: Gov. Malloy: \$10.9 Million in Federal Grants Awarded to 31 CT Towns

replacement, heating systems, window replacement, lead paint and asbestos removal, electrical and code upgrades.

Enfield — \$300,000

The town will continue its Housing Rehabilitation Loan Program to help low- and moderate-income homeowners make improvements. Projects to 15 units may include roof replacement, heating systems, window replacement, lead paint and asbestos removal, electrical and code upgrades.

Hampton — \$300,000

Funding will provide Hampton, Scotland, Pomfret, and Eastford with assistance in rehabilitating 12 low- and moderate-income housing units.

Jewett City — \$445,840

Funds will be used for phase 3 renovations at the Ashland Manor Senior Housing complex in Jewett City. Improvements include paving of sidewalks, fencing, and sanitary line repairs, ceiling repairs in 20 units and improvements to the community building.

Killingly — \$300,000

Killingly will rehabilitate ten low- and moderate-income housing units.

Litchfield — \$371,000

The town plans to rehabilitate 16 low- and moderate income units at the Tannery Brooks Co-operative complex including replacing the roof and windows, addressing handicap access, and access to the laundry room.

Marlborough — \$300,000

Marlborough will begin a housing rehabilitation program to rehabilitate ten units of low- and moderate-income housing. Eligible improvements include roof replacement, heating systems, window and door replacement, lead paint and asbestos removal, electrical and code upgrades.

Mansfield — \$300,000

Mansfield will begin a housing rehabilitation program to rehabilitate 12 low- and moderate-income housing units. Eligible improvements include roof replacement, heating systems, window and door replacement, lead paint and asbestos removal, electrical and code upgrades.

Naugatuck — \$500,000

The Housing Authority will upgrade existing ADA-compliant units. The renovations will include minor hall relocations, new kitchen cabinets, grab bars, and accessories. In addition, six new ADA units will be added by renovating six units to allow them to meet the requirements of fully handicap accessible units.

Old Saybrook — \$471,000

The Housing Authority plans to renovate 30 units in the Saye Brook Village Senior Housing complex with improvements to kitchen interiors, bathroom ADA upgrades, and replacing roofs.

Plainfield — \$300,000

Plainfield will rehabilitate 12 low- and moderate-income housing units including roof replacement, heating systems, window and door replacement, lead paint and asbestos removal, electrical and code upgrades.

Preston — \$300,000

Preston will rehabilitate ten low- and moderate-income housing units including roof replacement, heating systems, window and door replacement, lead paint and asbestos removal, electrical and code upgrades.

Salisbury — \$300,000

The town will act as the lead for a multi-jurisdictional Regional Housing Rehabilitation Revolving Loan Program for Canaan, Cornwall, Goshen, Kent, Norfolk, North Canaan, Sharon and Salisbury. Financial assistance will be provided to income-eligible households to correct code violations and make energy efficiency upgrades.

Stafford — \$300,000

The town will help ten low- and moderate-income homeowners make improvements including roof replacement, heating systems, window replacement, lead paint and asbestos removal, electrical and code upgrades.

Thompson — \$500,000

Thompson will undertake the first phase of renovations at the Gladys Green/Pineview Court Elderly Housing Complex, which has 70 units of elderly housing. Improvements include upgrading the fire alarm system, reconstruction of bathrooms, kitchen upgrades, and reconstruction of three units for full ADA compliance.

Tolland — \$300,000

Tolland will continue its Housing Rehabilitation Program, which provides financial assistance to low- and moderate-income households. Funds will be used to address septic system repairs, roofing, siding, structural deficiencies, replacement windows, insulation, and plumbing.

Vernon — \$300,000

Funding will be used to start a Housing Rehabilitation Loan Program to help 16 low- and moderate-income homeowners make improvements. Funds may be used for correcting substandard conditions and code violations, repairing septic systems, and energy efficiency upgrades.

Wallingford — \$500,000

The Wallingford Housing Authority will continue to upgrade housing units in the Ulbrich Heights neighborhood. The Authority plans to correct serious basement flooding and water infiltration in approximately 34 units.

Waterford — \$300,000

Waterford will rehabilitate 12 units of low- and moderate-income housing including roof replacement, heating

systems, window and door replacement, lead paint and asbestos removal, electrical and code upgrades.

Governor Malloy: Gov. Malloy: \$10.9 Million in Federal Grants Awarded to 31 CT Towns

Wethersfield — \$500,000

The town will renovate the James Devlin Senior Housing Complex, rental housing for seniors and people with disabilities. Renovations to 50 units will include roof replacement, ADA upgrades to the community room, and installation of a new alarm system.

Windham — \$300,000

The town will rehabilitate approximately 10 units of low- and moderate-income units.

Woodbridge — \$300,000

Woodbridge will continue its town-wide rehabilitation program by addressing health and safety violations at 12 housing units.

###

For Immediate Release: September 19, 2012

Contact: Jim Watson

Connecticut Department of Economic and Community Development

Jim.Watson@ct.gov

860-270-8182 (office)

860-306-3737 (cell)

Twitter: [@GovMalloyOffice](https://twitter.com/GovMalloyOffice)

Facebook: [Office of Governor Dannel P. Malloy](https://www.facebook.com/OfficeofGovernorDannelP.Malloy)

[Printable Version](#)

[Home](#) | [CT.gov Home](#) | [Send Feedback](#) | [Login](#) | [Register](#)
State of Connecticut [Disclaimer](#) and [Privacy Policy](#). Copyright © 2012 State of Connecticut



PAGE
BREAK



Department of Economic and
Community Development

Connecticut
still revolutionary

September 19, 2012

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

Subject: **AWARD LETTER** - Small Cities Grant #SC1207801
\$ 300,000.00 for Housing Rehabilitation

Dear Mr. Hart:

Congratulations! Consistent with Governor Malloy's commitment to promote housing and economic opportunities for low and moderate-income residents throughout the state, the Town Mansfield's application for Community Development Block Grant (CDBG) Small Cities funding has been approved. Grant funding is in the amount of **Three Hundred Thousand Dollars (\$300,000.00)** for Housing Rehabilitation.

This letter serves to outline certain basic provisions and conditions of this funding award. **This letter is not a contract by the State of Connecticut.** The State shall not be bound until an Assistance Agreement Contract has been fully executed in accordance with all applicable local, state and federal laws. Notwithstanding any other provisions of this letter, DECD may elect to withdraw this award of funds if the municipality has made any material misrepresentation of the project data supporting this funding request in the application or in any supplemental materials or information it has furnished. DECD may also withdraw this award if the municipality abandons or terminates the project, or if it makes any change in the scope of the project or the project financing plan.

Enclosed are three (3) counterparts of the Assistance Agreements and other documents that must be executed to accept this grant. Please sign, date, and return all of these documents within thirty (30) days of the date of this letter:

1. Project Schedule (Revised/Updated) -Appendix 1
2. Financing Plan & Budget - Appendix 2
3. Local Assurances - Appendix 3
4. Opinion of Counsel
5. Project Expenditures Account Agreement
6. Authorized Signatures Form
7. Applicant/Recipient Disclosure/Update Form

Mr. Matthew Hart
Town of Mansfield
Page 2

8. Updated Resolution that has not been rescinded or modified within 30 days of contract signing.

The Project Schedule that was submitted with your application must be revised to reflect the currently anticipated start date and expenditure rate for this grant. The "budget period" on the Project Schedule and Financing Plan & Budget must be listed as October 1, 2012 to September 30, 2014.

Please return all of the above documents, to:

Bruce Sheridan
Economic & Community Development Agent
DECD
505 Hudson Street
Hartford, CT 06106

Thank you for your participation in the Small Cities Program. Feel free to contact Mr. Sheridan at (860) 270-8114 or bruce.sheridan@ct.gov if you have any questions about this matter.

Sincerely,



Nick Lundgren
Director
Office of Housing &
Community Development

TC Review of state planning regions has huge implications for towns, cities

By David LeVasseur, Undersecretary, State Office of Policy and Management

For the first time in over fifty years, Connecticut government is reviewing the boundaries of all of Connecticut's planning regions.

This review has implications for all of Connecticut's municipalities, as the results of this analysis may well lead to recommendations regarding which municipalities should be in which planning regions.

This analysis might also lead to recommendations reducing the total number of planning regions from the current number of fourteen. Any such reduction will have

implications for municipalities, as well as state and federal agencies.

- Public Act 08-182 (which subsequently became codified as Section 16a-4b of the Connecticut General Statutes (CGS)) was adopted during the 2008 legislative session. Subsection 16a-4b (a) charges the Secretary of the Office of Policy and Management (OPM) to "within available appropriations,....conduct an analysis of the boundaries of logical planning regions designated or re-designated under Section 16a-4a" of the Connecticut General Statutes. This review is to be completed by "January 1, 2012, and at least every twenty years thereafter".



As part of that analysis, the secretary "shall develop criteria to evaluate the impact of urban centers on neighboring towns. Such criteria shall include, but not be limited to, criteria to evaluate trends in economic development and the environment, including

trends in housing patterns, employment levels, commuting patterns for the most common job classifications in the state, traffic patterns on major roadways, and local perceptions of social and historic ties; and (2) establish a minimum size for logical planning areas that takes into consideration the number of municipalities, total population and the total square

mileage."

Subsection 16a-4b (b) goes on to set the schedule and process for notifying municipalities for which changes are proposed and a detailed process through which a municipality may petition the secretary to appear before a meeting of its legislative body. This meeting is to give the impacted municipality an opportunity to present its objections to the secretary, who must then consider all of the evidence presented and who must then notify the municipality of his or her final decision on the re-designation. Finally, this subsection goes on to say that any such re-designation under

Cont.

Review of state planning regions *(Cont. from page 12)*

this section becomes effective on the first day of July following the date of completion of such analysis or modification.

- Section 189 of Public Act 12-1 of the June 2012 Special Session made several modifications to the process previously outlined in Section 16a-4b.

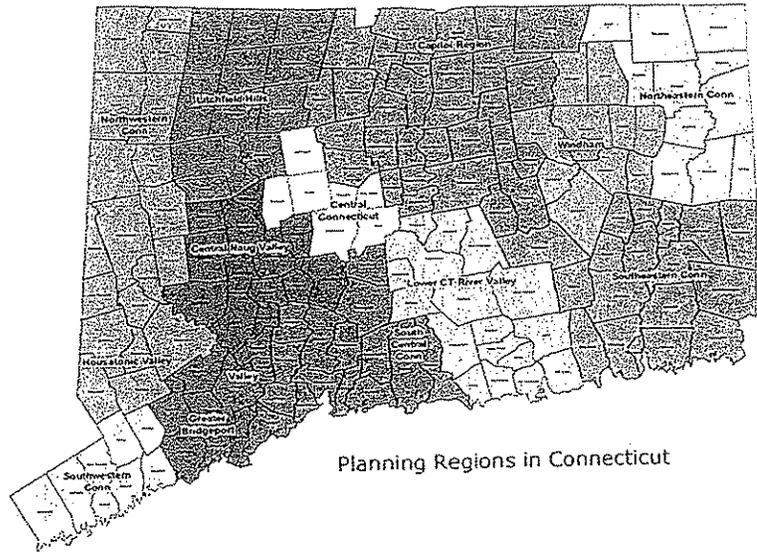
Most notably:

- ☞ it extends the deadline for the report from January 1, 2012 to January 1, 2014.
- ☞ it requires OPM to conduct this analysis, "in consultation with regional planning organizations... the Connecticut Conference of Municipalities, the Connecticut Council of Small Towns and the chairpersons and ranking members of the General Assembly having cognizance of matters related to planning and development."
- ☞ it requires this analysis to "evaluate opportunities for coordinated planning and the regional delivery of state and local services."
- ☞ it requires OPM to do an "(1) evaluation of economic regions....(2) comprehensive economic strategies developed by such regions.... (3) labor market areas and workforce investment regions; (4) natural boundaries; (5) relationships between urban, suburban and rural areas....; (6) census and other demographic information; (7) political boundaries....; (8) transportation corridors....(9) current federal, state and municipal service delivery regions....; and (10) the current capacity of each regional planning organization to deliver diverse state and local services."
- ☞ it also charges OPM to evaluate "whether the proposed planning region will have the capacity to successfully deliver necessary regional services."

Clearly, these additional components, when analyzed in detail, could lead to a report which would propose widespread changes to the currently existing boundaries and even the total number of regions.

Recognizing that the impact of this analysis could be significant, subsection (b) provides that any fourteen or more municipalities that voluntarily consolidate to form a single council of governments or council of elected officials shall be exempt from any re-designation recommended by this analysis, provided that they do so prior to January 1, 2014.

This language provides an opportunity for like-minded regions and its member municipalities to voluntarily consolidate and thereby remain un-impacted by the regional boundary analysis, regardless of its findings and recommendations. Indeed, even before this language was incorporated in P.A. 12-1, two like-minded regions had voluntarily merged: the Mid-State and Connecticut River Estuary regions petitioned the Secretary of OPM to become a new, single region in 2011 and in 2012 these same communi-



ties formed a single council of governments. If the total number of communities considering a merger number fewer than fourteen, they may still be able to merge, provided they petition the Secretary of OPM to waive the fourteen town minimum and their request is granted.

- ☞ finally, Section 189 also modifies the timeline for appeals from the analysis and recommendations contained in the final OPM report.

Sections 191 and 192 provide a financial incentive to help regions and municipalities that are considering a voluntary merger by creating a Voluntary Regional Consolidation Bonus Pool made up of funds from the regional performance incentive account. Under these sections additional payments will be made to regions and municipalities that voluntarily merge to offset any and all reasonable costs (as determined by the secretary) associated with any such voluntary consolidation.

During the fiscal years ending June 30, 2013, 2014 and/or 2015, an additional or "bonus" payment will be made, which shall represent 50% of the reasonable costs associated with a voluntary consolidation. Accordingly, if the costs associated with a voluntary consolidation equaled \$100,000, the newly merged region would receive two payments: a payment for \$100,000 and an additional or "bonus" payment of \$50,000.

In short, the delay in OPM's analysis of regional boundaries provides for more input into the analysis and requires OPM to analyze more data sets. This additional required analysis could lead to more dramatic changes to the number of planning regions and the membership of these regions. At the same time, this delay provides a unique opportunity for like-minded regions and municipalities to voluntarily consolidate. The benefits for doing so are two-fold: first, they will be "held harmless" from the recommendations of the final report; and second, there is a one-time financial incentive to offset any reasonable costs of voluntarily consolidating as well as a one-time bonus payment equal to fifty percent of the reimbursed reasonable costs.

Naubesatuck Watershed Council
39 Davis St.
Willimantic, CT 06226

Mansfield Town Council
Audrey P. Beck Municipal Building
4 South Eagleville Road
Mansfield, CT 06226

09/10/2012

Dear Town Council Members,

Thank you for your support and recent letter of concern regarding the location of the hazardous waste storage facility (HWSF) on our shared drinking water watershed. We want to keep you informed about the results of your and our actions.

In keeping with our mission of "protecting and enhancing the beauty, biotic diversity, ecological interactions, and structures and processes of the three river systems — the Fenton, Mount Hope and Natchaug — that converge in Naubesatuck Lake, and provide the raw drinking water for the city of Willimantic and portions of Mansfield and groundwater for wells in the region, including Storrs," we are alerting you to three public documents that explain why the hazardous waste storage facility in the Fenton River watershed must be moved.

The first document is a recent letter sent by Connecticut's Council on Environmental Quality to UConn President Herbst, as a result of a recent NWC request for their opinion, supported by your letters.

The second letter was sent by Connecticut's Office of Policy and Management to the UConn administration, and clearly states OPM's position that the HWSF must be relocated.

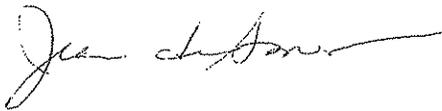
The third letter was sent by UConn's own resiting committee, which included representation from the Windham Water Works and Mansfield Town Planning Office, to former UConn President Austin at the end of that committee's work in 2004, urging

prompt action.

It is our hope that you will read and discuss the content of these letters, because if the hazardous waste station in the Fenton watershed is not moved to a site that conforms to state policies, it will signal that highest risk land uses are permissible in our shared drinking water watershed. That permission will be a breach of the public trust, and will make it very difficult to prevent the slippery-slope of further negative impacts upon the long-term conservation of Willimantic's drinking water resources.

Please know that we are available to come to your commission to discuss these letters and conservation issues. We will continue to keep you informed.

Thank you,



Jean de Smet
President, Naubesatuck Watershed Council

cc. Windham Conservation Commission

Mansfield Conservation Commission

Windham Water Commission

Windham Town Council

Windham Region Council of Governments

Ashford Conservation Commission

Chaplin Conservation Commission

Willington Conservation Commission



STATE OF CONNECTICUT

COUNCIL ON ENVIRONMENTAL QUALITY

Barbara C. Wagner
Chair

M. Howard Beach

Janet P. Brooks

Liz Clark

Bruce R. Fernandez

Karyl Lee Hall

Richard Sherman

Karl J. Wagener
Executive Director

May 23, 2012

Dr. Susan Herbst
President
University of Connecticut
Gulley Hall
352 Mansfield Road, Unit 2048
Storrs, CT 06269-2048

RE: Hazardous Waste Storage Facility

Dear Dr. Herbst:

I am writing on behalf of the Council to offer its recommendation regarding the University's proposal to identify the best site for its hazardous waste storage facility.

The Council commends your decision to initiate a new environmental impact evaluation to aid in site selection. The Council, which has been following the University's efforts to find the ideal site for many years, recommends that the new evaluation begin with the goal of relocating the facility out of the watershed of the Windham Water Works. While the existing site needs to be evaluated as the no-action alternative, the new evaluation should state that the project's purpose and need is to find the best site outside of the drinking water watershed and to relocate the facility at that site.

If the new evaluation were to give equal weight to the existing site, the Council predicts that the existing site would not be a preferred site when compared to well-chosen alternatives. However, if the range of alternatives is too restricted, then the Council can anticipate an outcome where the facility remains at its current location, which is far from ideal. Starting with the goal of relocating the facility to a better site would give more impetus to the selection of solid, realistic and better alternatives.

As you know, it is not just this Council that has recommended the relocation of the storage facility. The Office of Policy and Management has communicated repeatedly that the facility is not in conformance with the State Conservation and Development Policies Plan and could not be built today where it currently stands. The University's own master plan for the east campus recommends consideration of relocating the facility. When the Council learned at its public forum held last July in Mansfield that there was no current plan to relocate the facility, despite numerous past pledges and projects to do so, it was surprised. The subsequent announcement of a new evaluation was welcome news. Again, it is important to begin the evaluation with the goal of relocating the facility.

The Council offers this recommendation with considerable knowledge of the project. The Council held public meetings on campus and visited the storage facility several years ago. It recently received comments from citizens about the project and has received information about the project's status from OEP Director Richard Miller. The Council makes this recommendation pursuant to CGS Section 22a-12(b), which authorizes it to offer advisory recommendations to other agencies regarding proposed construction projects.

Thank you for your consideration of this recommendation. If you or your staff have any questions, please do not hesitate to contact me.

Sincerely,

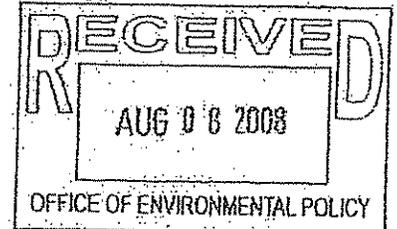
Karl J. Wagener
Executive Director



STATE OF CONNECTICUT

OFFICE OF POLICY AND MANAGEMENT
INTERGOVERNMENTAL POLICY DIVISION

August 5, 2008



Barry M. Feldman, Vice President and
Chief Operating Officer
University of Connecticut
352 Mansfield Road
Storrs, CT 06269-2014

Re: 90 - Day Hazardous Waste Storage Facility

Dear Mr. Feldman,

I am writing in regard to our July 23, 2008 meeting in which you and other members of the University staff explained current efforts in determining a suitable site for the 90-day hazardous waste storage facility. At that meeting, it was explained that two of the sites preferred by the Hazardous Waste Storage Facility (HWSF) Advisory Committee were no longer available. An alternative site immediately north of the Water Pollution Control Facility, while available, was problematic due to its narrowness, issues involving access, and close proximity to the popular Celeron path. Also at that meeting, we were shown that the existing facility has been cleaned up and security improved in recent months, with additional improvements to come. In light of these developments, OPM was asked for its guidance on how best to proceed.

As expressed in the past, we at OPM find the current site for the facility extremely problematic. We do not feel that it is appropriate to have such a facility within a water supply watershed and in such close proximity to an aquifer protection area. Even though the soils at the current site are substantially impervious to any hazardous liquids percolating down into the water table, there is no protection against runoff to nearby streams, all of which eventually feed into the Willimantic water system. While the possibility of a catastrophic spill may be remote, it is nonetheless an unacceptable risk, because the impact of such an occurrence could well be irreversible.

In recent years, the University of Connecticut has made great strides towards enhancing its reputation in the community regarding environmentally friendly policies and actions. The University's commitment to ECO Husky activities and its pioneering efforts in utilizing LEEDS standards in construction projects places the University in the forefront of public institutions in regard to environmental management and sustainability issues. We feel it is of the utmost importance that UConn avoid losing the momentum gained in this regard by allowing the HWSF siting process to languish or backslide at this time.

Phone: (860) 418-6484 Fax: (860) 418-6493
450 Capitol Avenue-MS# 54SLP Hartford, Connecticut 06106-1379

We note that a CEPA study of the facility siting is currently underway. As early as this past March, a scoping notice appeared in the Connecticut Monitor suggesting that site 7, (the site north of the WPCF) is now the preferred alternative. While we agree that this site is somewhat constrained, we do not see any compelling reason why its feasibility should not continue to be evaluated under the CEPA process. Perhaps there is a creative engineering solution that could overcome the site constraints. However, because the siting committee made its recommendations a full four years ago and some circumstances may have changed since then (i.e. the approval of the North Hillside Road extension, also the capping of the land fill), perhaps additional potential sites worthy of investigation should be added to the CEPA review.

It is my recommendation that, should site 7 prove to be unworkable, the University continue to investigate alternate locations until a feasible site is identified that is outside the water supply watershed. My staff and I remain available to the University to offer input regarding the siting effort and the subsequent design process. We look forward to working with the University in the construction of a modern, state-of-the-art storage facility that reflects UConn's commitment to good environmental stewardship and ensures the highest level of protection to the community.

Sincerely,



W. David LeVasseur, Undersecretary

Cc: Thomas Callahan
Richard Miller

March 22, 2004

Philip Austin, President
University of Connecticut
Gulley Hall
Storrs, Connecticut 06269

Letter of Transmittal:

Hazardous Waste Facility Comparative Site Study
for the University of Connecticut March, 2004

Dear President Austin,

Our Advisory Committee has completed its work to provide input on the above noted study, to locate a site for a new facility to house the temporary storage of hazardous waste at the University of Connecticut campus in Storrs. The charge originally given to the Committee was to evaluate the current site (southeast of Horsebarn Hill Rd) and one other (inside the fence line of the existing UCONN water pollution control facility (WPCF)). The Committee was to use methodology, developed by the Consultants chosen, to analyze the suitability of each site for a new hazardous waste storage facility which would be used, as is the current facility, to receive, consolidate and temporarily store such waste awaiting shipment to an approved disposal facility. The Advisory Committee included the following members:

John Flaherty, Captain, UCONN Fire Department
Glenn Warner, Associate Professor & Director, UCONN Institute of Water Resources
Michael Callahan, P.E. & Chairman, Windham Water Works Commission
Meg Reich, Willimantic River Alliance
Gregory Padick, Town Planner, Mansfield, CT
Karla Fox, Associate Vice President & Chair, UCONN Master Plan Advisory Committee
Pamela Schipani, Associate Director, UCONN Residential Life
Jennifer Kaufman, Mansfield Resident near WPCF

As is detailed in the accompanying report, the Committee met periodically from October, 2003 through March, 2004 with the University's Director of Environmental Policy, who chaired the Committee, and Staff of the Environmental Health & Safety Department, who provided technical expertise about the operation of the facility, as well as the Consultants selected to prepare the site analysis and report. A Public Meeting was also held in November, 2003, at which citizens from Mansfield, Windham and the University community provided comments, concerns, background information and correspondence, particularly on the current facility's location.

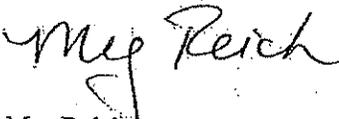
Given the interests the members represent and the concerns raised at the Public Meeting, the Committee insisted that additional sites be evaluated and the recommended methodology modified. In all, six sites were evaluated using the modified method. After some productive discussions, as well as extra time and effort by Staff and Consultants, the Committee unanimously agreed that the site to the west of the WPCF is best suited for such a facility, and recommend it to you for further consideration.

The Committee would like to offer the following specific observations and/or conclusions:

1. The existing facility has been at its current location, within the public drinking water supply watershed of the Willimantic Reservoir since 1989. It has not had any incidents, due undoubtedly to the care and efforts of the staff that run it. The current facility is inadequate and a new facility is needed. Now is the time for the University to locate a new facility, on campus, outside of the public drinking water supply watershed.
2. The Committee strongly believes that a hazardous waste storage facility located on the campus, and associated collection and consolidation services provided by UCONN's Environmental Health & Safety Department, ensures the highest level of protection to the University community and its neighbors. We believe that alternative approaches (such as direct pick up by a vendor) without a storage facility would afford less protection.
3. A new, state-of-the-art facility located on the main campus is necessary. Even though the Committee is confident that we have selected the best site, we urge the University to make special efforts to minimize and mitigate the risks from a new facility on adjacent neighbors & land uses, as well as on the Willimantic River watershed, where the Committee is recommending that it will be located.
4. The Committee urges the University to proceed expeditiously to conduct the Environmental Impact Evaluation and provide a new facility at the recommended location.
5. The Committee has developed and attached a list of recommendations which we think should be taken into account in siting, designing, constructing and operating a new facility. We hope that these thoughts will be of use in the next phases of planning for a new hazardous waste storage facility for the University's Storrs campus.
6. Once a site is finalized, the University's Master Plan should be updated to include this new facility.

And finally, the Committee also wants to commend the efforts of Richard Miller, UCONN Director of Environmental Policy, Meghan Ruta, Environmental Intern and Betsy Frederick, SEA Consultants for providing structure, organization and technical support to the Committee; and also for their good humor and flexibility in meeting the changing demands of Committee members.

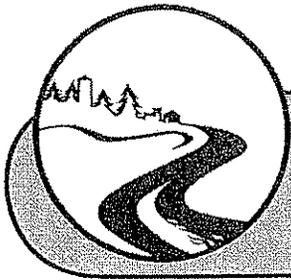
Sincerely,



Meg Reich
for the Advisory Committee members

enclosures as noted:

HW Site Study 3/2004
HW Committee Recommendations



Willimantic River Review

Fall 2012

National Recreation Trail!

U.S. Secretary of the Interior, Ken Salazar, announced in May that the 21-mile Willimantic River Water Trail has been designated a National Recreation Trail (NRT). "This is a logical step in fulfilling the Alliance's mission to protect the river by connecting people to it. The NRT designation is a win for everyone, benefitting the public, towns, property owners, and most of all, the river itself," commented Larry Diamond, WRA President. The river's designation was submitted along with a proposal to expand an existing NRT on the Quinebaug River to 45 miles. The Last Green Valley coordinated both applications. The Willimantic and Quinebaug rivers will host official ribbon-cutting ceremonies on September 14. We invite you to join us and celebrate!

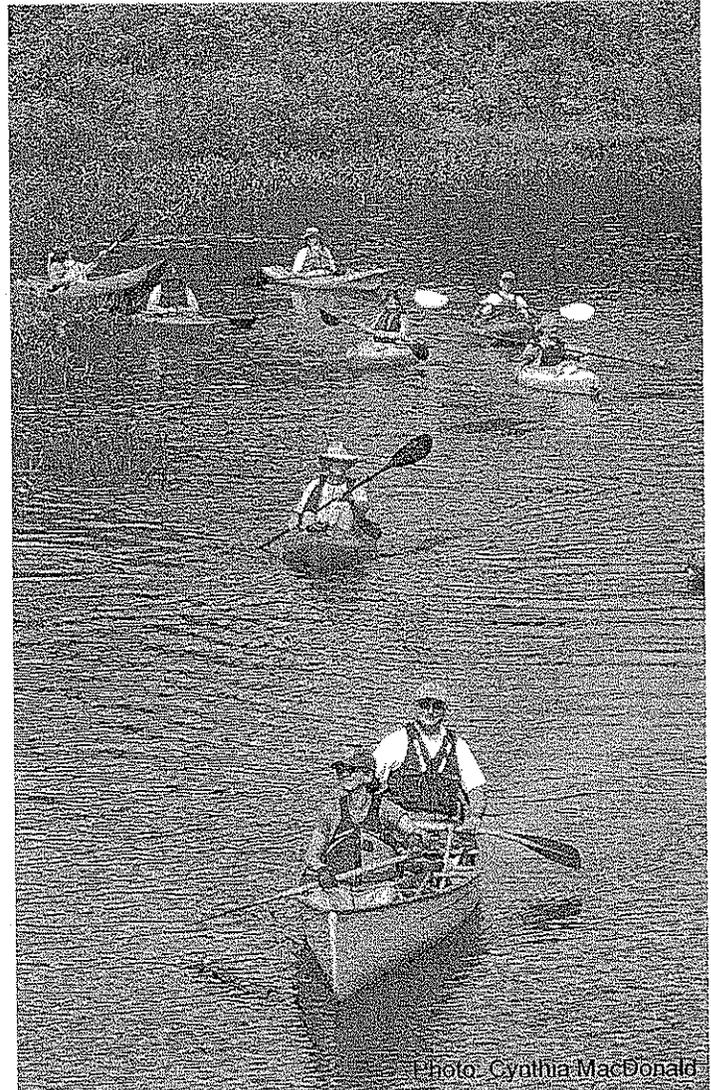


Next steps are posting signs and making improvements at each launch site and landing. The Alliance and The Last Green Valley are collaborating to design and install information kiosks that are consistent for both rivers. If you have not tried these water trails, check out the WRA and TLGV websites for paddling guides. Some sections are suitable only for experienced river paddlers.

The Willimantic River Water Trail includes nine public launch sites: the **Commuter Lot** in Stafford, **Nye-Holman State Forest** and **Heron Cove Park** in Tolland, **Merrow Meadow Park** and **River Park** in Mansfield, **Eagleville Dam** (three launches) in Coventry/Mansfield, and a **CT DEEP Roadside Park** in Columbia. A river-access-only rest stop in Willington is at **Peck's Mill**.

Water Quality Law Turns 40

In 1972, Congress passed the Water Pollution Control Act (WPCA) aimed at improving and protecting water quality in the nation's waterways. Since then, rivers and lakes have benefitted from cleanups and reduced pollution. The Thames River Basin



WRA Family Cruise at River Park

Partnership recently focused on the 40th anniversary of this landmark act during its 12th annual **Floating Workshop**. Participants visited sites along the Willimantic River because it is a showcase for what the law has achieved.

As recently as the 1930's the river was a first-class fishing resource. By the 1960's, its water was heavily impacted by sewage and industrial wastes. After many projects to improve water quality since

(*Water Quality Turns 40* cont. from p.1)

1972, the Willimantic River has progressed from a polluted waterway to a nationally recognized recreational resource.

Hugo Thomas was the keynote speaker at the Floating Workshop. He shared his experience as co-chairman of the pioneering **Willimantic River Task Force**. This group formed in 1968 after Connecticut's 1967 Clean Water Act was passed (it later served as a model for the 1972 federal law).

Empowered by the Ct. legislature in 1969, the group focused on the Willimantic River's problems and potential benefits. The goal was a cooperative plan for preservation and development of the river and associated lands. Using maps and information gathered on canoe trips down the river, they inventoried natural resources and land use along the river. They found inadequate sewage treatment plants and several sections of the river with significant pollution.

Following their report to the legislature in 1971, the Task Force was dissolved, and work began in the watershed's towns and federal/state/regional agencies. Sewage plants were upgraded and pollution sources were addressed.

Clean water action continues today. CT DEEP monitors the state's rivers and tracks down current water quality threats. At the Floating Workshop, CT DEEP's Chris Bellucci explained how he detected an elusive pollution source in Stafford Springs in 2000. After finding the dividing point between clean and polluted water, he was able to locate a long-forgotten pipe draining into Middle River, a tributary of the Willimantic River. Connecting it to the town's sewer system solved the problem.

The workshop participants then gathered at Eagleville dam, where it was easy to see a delta of sediments that were scoured from the banks of Eagleville Brook and deposited in Eagleville Lake. Jason Coite summarized UConn's efforts to reduce surges of stormwater runoff from the Storrs campus into the brook. These projects will, in turn, reduce the runoff's scouring effect and help restore aquatic life in the brook. Although water quality issues are an ongoing challenge, the recoveries of the Willimantic River and other polluted waterways testify to the long-term success of these state and federal laws.

Many Thanks! Our successful application for a National Recreation Trail designation would not be possible without the success of past clean-up and conservation projects. The Alliance gratefully acknowledges these efforts by watershed towns and residents, local organizations and government agencies. By working together, we can maintain the river as a valuable resource for all. -WRA

Riverwatch

The Ct. Water Company recently drilled a test well near the river below Eagleville dam. The well is a potential water source for Coventry Village during summer months when the village's wells are at low levels. Last fall, two test wells were drilled across the river in Eagleville Preserve as possible water sources for Mansfield and UConn projects. Meanwhile, UConn's new water recycling plant will soon begin returning some of its sewage treatment plant's effluent to the campus for heating and cooling processes, thus reducing the amount of effluent entering the river upstream of these wells. The potential combination of these three projects could significantly impact stream flow below Eagleville dam, particularly during a drought. Permits are required for the wells, and the Alliance will monitor the permit process and advocate for sufficient stream flow in this part of the river.

Tolland's Water Commission received a state permit to withdraw more water from its two wells along the river. Its current maximum of 220,000 gallons per day (gpd) was raised to 425,000 gpd. A request for a 511,000 gpd maximum was denied due to concerns about potential impacts on water levels in the river and nearby wetlands. The current average use is 100,000 gpd with peak withdrawals around 180,000 gpd.

The Hop River State Park Trail now has a covered footbridge that allows hikers and bikers to cross Rt. 316 safely above the road. Other bridge work remains where the trail crosses the Hop River, but this footbridge is a big step toward completing the 20-mile rail-to-trail project between Manchester and a riverside park on Rt. 66 in Columbia. In the future, this trail will cross the river into Willimantic.

Calendar

The Alliance is now posting events on its blog. You can link to it from our website's Events page and find the latest posting.

Friday, September 14

NRT Ribbon Cutting You are invited to River Park where officials will recognize the National Recreation Trail in a ceremony held by the river. Meet at 11 a.m. on Plains Road off Rt. 32 in Mansfield. For information, call 860-429-7174.

Saturday, September 29

Family Cruise on the Willimantic River Celebrate the new National Recreation Trail! Easy flatwater trip for canoes and kayaks from River Park to Eagleville Lake. Choice of short or long (two mile) round trip. Bring your own boat. Life jackets required for all participants. Bring water, lunch optional. Moderate to heavy rain cancels. Time: 10 a.m. to noon. Meet at River Park on Plains Road in Mansfield. Sponsored by the Alliance and Mansfield Parks and Recreation Department. For information, call 860-429-3015 x 204.

Saturday, October 13

Spring Manor Farm Follow Spring Manor Trail and farm roads for a two-mile walk through a UConn farm and hear stories about ancient and modern events in this scenic riverside area. Meet at 11 a.m. in the Depot parking lot on Rt. 44 by RR tracks just west of Rt. 32 in Mansfield. Sponsored by the Alliance and UConn's College of Agriculture and Natural Resources. For information, call 860-429-7174.

Sunday, October 28

Heron Cove Park Half-mile hike will highlight the Willimantic River Water Trail. Begin at launch site and hike scenic Blue Trail loop along water's edge. From Rt. 74 in Tolland, go south on S. River Road for 0.5 miles to park entrance. Meet at 1 p.m. in north lot. Sponsored by the Alliance, Tolland's Conservation Commission and Recreation Dept. For information, call 860-871-2109.

Enjoy the great outdoors!

Visit the Willimantic River Greenway Parks and Trails Guide at www.willimanticriver.org to discover 25 public access sites along the river. Or visit the website's Paddling page for detailed information about the river's 21-mile canoe-kayak trail.

Explore the Willimantic River's watershed during Walktober, a month-long series of walks and other outings sponsored by The Last Green Valley. Walks cosponsored by WRA are listed in the Calendar. For the other events, visit www.thelastgreenvalley.org.

Spirit of the River

The Alliance's Annual Meeting in April featured **Margaret Miner**, Executive Director of Rivers Alliance of Ct. She shared insights about the new stream flow regulations, which she helped negotiate, and also her comments on current issues in the legislative session. The Alliance presented her with a "Spirit of the River" award in appreciation of her unwavering advocacy on behalf of the state's rivers. An award also was given to **Steve Baker**, a riverside resident, for his inspiring journal at Riverhomestead.blogspot.com.

At the Floating Workshop, a "Spirit of the River" award was presented to **Hugo Thomas** in appreciation of his pioneering efforts to improve and protect Connecticut's rivers. Hugo served as geology professor at UConn and as state geologist. Also, he was director of both CT DEEP's Natural Resources Center and UConn's Water Resources Institute.

Contributors: Vicky Wetherell, Meg Reich
Design and Layout: Dagmar S. Noll

Inquiries or submissions for the Spring 2012 Edition may be submitted to info@willimanticriver.org or WRA, P.O. Box 9193, Bolton, CT 06043-9193.

View previous newsletters at www.willimanticriver.org

Willimantic River Alliance

Founded in 1996, the Alliance has a mission "to protect and preserve the Willimantic River through cooperative and educational activities that promote regional awareness, stewardship, and enjoyment of the river and its watershed." As a coalition of citizens, officials and local agencies, the Alliance sponsors events such as regional forums and outings and publications, including a newsletter and website www.willimanticriver.org. Our email address is info@willimanticriver.org.

Willimantic River Alliance, Inc. is a nonprofit 501 (c) (3) tax-exempt corporation. The Alliance promotes development of the Willimantic River Greenway, an official state greenway along the river's 25 miles from Stafford Springs to Willimantic. This regional project aims to connect recreational, historical and natural resource features along the river. These connections are being created by the nine riverside towns through natural resource preservation and recreation projects, such as linking trails and improving access to the river.

The river's watershed includes seventeen towns: (in Ct.) Andover, Ashford, Bolton, Columbia, Coventry, Ellington, Hebron, Lebanon, Mansfield, Stafford, Union, Tolland, Vernon, Willington, Windham, and (in Mass.) Monson, Wales.

Fall 2012

Willimantic River Alliance — Membership Form

Name _____
 Address _____
 Town _____
 E-Mail _____

Contact me about volunteer opportunities for the WRA

Mail completed form and check to:
 WRA at P.O. Box 9193, Bolton, CT 06043-9193

Memberships	Annual Dues
Senior/Student	\$ 5.00
Individual	\$ 10.00
Family	\$ 15.00
River Steward	\$ 50.00
Patron	\$ 250.00