



**TOWN OF MANSFIELD
TOWN COUNCIL MEETING
Monday, April 8, 2013
COUNCIL CHAMBERS
AUDREY P. BECK MUNICIPAL BUILDING
7:30 p.m.**

AGENDA

	Page
CALL TO ORDER	
ROLL CALL	
APPROVAL OF MINUTES	1
PUBLIC HEARING	
1. Proposed FY 2013/2014 Budget.....	13
OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL	
REPORT OF THE TOWN MANAGER	
REPORTS AND COMMENTS OF COUNCIL MEMBERS	
OLD BUSINESS	
2. Storrs Center Update (Item #5, 03-11-13 Agenda)	15
NEW BUSINESS	
3. Appointment of Special Legal Counsel for Water and Wastewater Project.....	17
4. Review Charge to Mansfield Downtown Partnership.....	65
5. Presentation on Solarize Mansfield-Windham Program	133
6. Historic Documents Preservation Grant.....	137
7. Fair Housing Resolution.....	143
8. Memorial Day Ceremonial Presentation Planning Subcommittee	147
DEPARTMENTAL AND COMMITTEE REPORTS	149
REPORTS OF COUNCIL COMMITTEES	
PETITIONS, REQUESTS AND COMMUNICATIONS	
9. B. Heiss re: Senior Center Budget.....	221
10. A. Holinko re: Human Services Positions	223
11. S. Levinson re: Bridge Class.....	225
12. Testimony Regarding Governor's Proposed FY 2013/14 Budget	227
13. CCM Legislative Alert re: Education Committee Makes Changes to Education Funding in Governor's Proposed Budget.....	239
14. Corporation for National and Community Service re: University of Connecticut	245

15. Human Rights Campaign Foundation re: 2013 Municipal Equality Index 247
16. Proclamation Celebrating 101 Years of Girl Scouting 249
17. Courant.com "New Storrs Center Showcases Smart Growth" - 04/04/13 251

FUTURE AGENDAS

EXECUTIVE SESSION

ADJOURNMENT

REGULAR MEETING – MANSFIELD TOWN COUNCIL
March 11, 2013
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, Paulhus, Schaefer, Shapiro
Excused: Ryan

II. APPROVAL OF MINUTES

Ms. Moran moved and Mr. Shapiro seconded to approve the minutes of the February 25, 2013 meeting as presented. The motion passed with all in favor except Ms. Paterson and Mr. Paulhus who abstained. Mr. Paulhus moved and Mr. Shapiro seconded to approve the minutes of the February 26, 2013 special meeting as presented. Mr. Schaefer noted that he was not present at the meeting. The minutes, as amended, passed with all in favor except Mr. Kochenburger, Ms. Paterson and Mr. Schaefer who abstained.

III. PUBLIC HEARING

1. Small Cities (Community Development Block Grant)

The Town Clerk read the legal notice. Director of Planning and Development Linda Painter explained the options available to the Town and outlined the 2 proposals under consideration. Option one would make ADA improvements to Town facilities and option two would support the development of an accessible community playground at the Mansfield Community Center.

Bill Waite, MAC member and Manager for Research Projects at the Connecticut Center for Economic Analysis, has done work on community connectedness in Mansfield. The research highlighted the importance of having high quality outdoor recreation facilities available to all children. (Statement attached)

Ellen Tulman, Ball Hill Road, is the Special Needs Coordinator for the Mansfield Community Playground Committee. Ms. Tulman submitted a letter from the mother of a special needs child in support of the accessible playground under consideration. (Letter attached)

Sara Anderson, Ellise Road and General Coordinator for the Mansfield Community Playground Committee, urged support for the project and noted the planned playground will bring accessibility to a new level. Ms. Anderson asked those present who support the playground to please stand. (Statement attached)

Betty Wassmundt, Old Turnpike Road, opposed including the community playground in the grant as it was presented as a community funded project. Ms. Wassmundt believes the Storrs Center project will provide a sense of connectedness for the community and is concerned about the cost of maintenance for the playground.

Mark LaPlaca, Jonathan Lane and a member of the Board of Education, speaking as an individual urged support for the playground. Mr. LaPlaca stated the school budget does not make playgrounds accessible to the level proposed by this project and noted there is a strong level of support in the community for this project.

March 11, 2013

Jane Goldman, Wormwood Hill Road, commented that the lack of connectedness is an issue in Mansfield and believes this playground would be an important draw for the new young faculty expected with the UConn expansion.

Lauren Le Blanc, Middle Turnpike, commented that school playgrounds are not accessible to children who are not in school during the school day. Ms. Le Blanc often takes her grandchildren to Coventry to play and noted it would be nice to have a playground in Mansfield.

Cristina Colon-Semenza, Woods Road, believes the playground will provide an opportunity for all who are marginalized due to a disability, income, or being elderly. Ms. Colon-Semenza supports the projects noting it will offer an opportunity to meet people.

The public hearing was declared closed at 8:05 p.m.

Ms. Moran moved and Mr. Schaefer seconded to move Item 2, Community/Campus Relations, Spring Weekend, as the next item of business following public comments. The motion passed unanimously.

IV. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

No comments were offered.

V. REPORT OF THE TOWN MANAGER

Town Manager Matt Hart presented highlights of his report.

VI. REPORTS AND COMMENTS OF COUNCIL MEMBERS

Mayor Paterson noted the passing of Jim Dillman, a longtime teacher and active member of the community.

Ms. Moran and Ms. Keane both noted the lack of participants from certain areas of Town at the Mansfield Tomorrow Community Visioning workshop and urged residents to make use of the websites to make sure their views are included.

Mr. Freudmann attended the New England Hydropower event and, while he wishes them luck in their endeavor, urged the Council not to become involved in the project.

Mr. Paulhus thanked the Community Center for hosting the basketball tryouts.

By consensus the Council agreed to switch items 3 and 4 on the agenda.

VII. OLD BUSINESS

2. Community/Campus Relations, Spring Weekend

Mike Kirk, Deputy Chief of Staff to the President's Office and UConn Chief of Police

Barbara O'Connor outlined the plans for the event formerly known as Spring Weekend.

The University is planning a series of activities for UConn students but is planning to retain many of policies implemented in the last few years to confine the events solely to UConn students. Chief O'Connor described the collaborative effort which will be used by UConn, the Town and the State Police to monitor the events.

Mayor Paterson, on behalf of the Town, thanked Mr. Kirk and Chief O'Connor for their work.

3. School Building Project

Mr. Shapiro moved that the Town Council endorse the Board of Education's plan for ongoing maintenance for the four school buildings for the next five years. The method and amount of money as set forth on Page 11 of the March 11, 2013 Town Council packet is that the program is for \$200,000 for five years for repairs and maintenance and \$200,000 for five years for computer infrastructure. The method of financing is referred to the Finance Committee for their recommendation.

March 11, 2013

Council members noted that this motion does not include any educational enhancements and future plans will have to be addressed before the end of the five year period. The Finance Committee will look at PTAs' ability to raise funds for some of the playscapes.

Seconded by Mr. Schaefer, the motion passed with all in favor except Mr. Freudmann who voted nay.

4. Small Cities (Community Development Block Grant)

Council members discussed whether the Vinton playscape could be included in the small cities grant and whether grant funds could be used for ADA improvements to existing playgrounds. Director of Planning and Development Linda Painter stated that according to the grant guideline those projects would not be eligible.

Mr. Shapiro moved and Ms. Keane seconded to authorize the Town Manager to file an application for DECD Community Development Block Grant funds to support an application for \$500,000 (community playground) as set forth in the certified resolution found on pages 23 and 24 of the March 11, 2013 Town Council packet. The motion passed unanimously.

5. Storrs Center Update

Howard Kaufman of Leyland Alliance will be present at the April 8, 2013 meeting to update the Council on the current development and plans for future phases including those for townhouses and condominiums.

6. Quarterly Financial Statements dated December 31, 2012

Mr. Schaefer, Acting Finance Committee Chair moved, effective March 25, 2013, to accept the Financial Statements dated December 31, 2012. The motion passed unanimously.

VIII. NEW BUSINESS

7. Hawthorne Lane Conservation Easement Amendment

Attorney Steve Bacon, representing the owners of 21 and 25 Hawthorne Lane, described his inability to secure a subordination agreement from Wells Fargo for 21 Hawthorne Lane. A Consent of Lien Holder has been offered instead. Mr. Bacon has received assurance that a title insurance policy is available and would protect the Town in the event of a foreclosure.

Town Attorney Dennis O'Brien stated he is comfortable with the process as outlined by Attorney Bacon and offered a draft motion which incorporates the agreement for title insurance discussed this evening.

Mr. Kochenburger moved and Mr. Paulhus seconded, effective March 11, 2013, to authorize the Town Attorney to accept the attached "Consent of Lien Holder" for the property located at 21 Hawthorne Lane in lieu of the standard subordination agreement on the condition that the property owners execute and fulfill all of their responsibilities under an agreement approved by the Town Attorney that is identical or similar to the attached Agreement to Provide Title Insurance by which the property owner agree to provide the Town with a title insurance policy to protect the Town's "Amended and Restated Conservation Easement Agreement" rights on the 21 Hawthorne Lane property in the event of a foreclosure, and which the Town Manager is hereby authorized to execute for the Town of Mansfield, subject to the approval of the Town Attorney.

The motion passed unanimously.

8. 2013 Recreational Trails Program Grant

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

March 11, 2013

Resolved, effective March 11, 2013, to submit an application in the amount of \$300,000, to be funded 80% by the State and 20% by the Town, to the Connecticut Department of Energy and Environmental Protection's Recreational Trails Program for the purpose of improving wheelchair accessibility, trail linkages, educational and physical activity opportunities at the Schoolhouse Brook Park/Bicentennial Pond Recreation area.
Staff is reviewing the use of the gate at Bicentennial Pond.

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

9. Capital Improvement Program Closeouts/Adjustments
Mr. Schaeffer, Acting Chair of the Finance Committee, moved, effective March 11, 2013, to approve the adjustments to the Capital Projects fund, as presented by the Director of Finance in her correspondence dated March 6, 2013.

Director of Finance Cherie Trahan reported no additional General Fund money is needed for these adjustments.

The motion passed unanimously.

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

10. WPCA, FY 2012/13 Willimantic Sewer Budget
Mr. Schaefer moved and Mr. Paulhus seconded, effective March 11, 2013, to adopt the FY 2012/13 Willimantic Sewer Budget as prepared by Town staff.
Motion passed unanimously.

11. WPCA, FY 2012/13 UConn Water and Sewer Budget
Mr. Schaefer moved and Mr. Freudmann seconded, effective March 11, 2013, to adopt the FY 2012/13 UConn Water/Sewer Budget as prepared by Town staff.
Motion passed unanimously.

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

IX. DEPARTMENTAL AND COMMITTEE REPORTS
No comments offered.

X. REPORTS OF COUNCIL COMMITTEES
Mr. Kochenburger reported the Committee on Committees will be meeting March 15, 2013.
Ms. Moran reported the Ad Hoc Committee on Responsible Contracting, at their last meeting, heard from two members of the Department of Labor who spoke about the apprenticeship program and fraud.

XI. PETITIONS, REQUESTS AND COMMUNICATONS

12.R. Hossack re: Chaffeeville Road

13.Mansfield Planning and Zoning Commission re: Designation of Browns Road as a Town Scenic Road- Mr. Freudmann asked if the Council or PZC is the authorizing body for scenic road designation. The Town Manager reported it is the PZC.

14.Mansfield Planning and Zoning Commission re: FY 2013-14 PZC/IWA Operating Budget

March 11, 2013

- 15.M. Hart re: Testimony in Support of House Bill No. 5533 – An Act Concerning the Municipal Employee Retirement System
- 16.E. Paterson/M. Hart re: Testimony Regarding Governor's Proposed FY 2013/14 Budget
- 17.V. Walton re: An Act Establishing A Mattress Stewardship Program
- 18.Town of Mansfield Annual Report, Fiscal Year 2011-2012
- 19.State of Connecticut Department of Public Health re: HEARTSafe Community
- 20.CCM – 10-Point Municipal Leader Action Plan In Response to the Proposed State Budget
21. WINCOG Testimony for SB 843 and other Bills to Implement the Governor's Budget

XII. FUTURE AGENDA

By consensus the Council will not meet on March 28, 2013 (beginning of holy week) but will begin the April 1, 2013 meeting at 5:30 p.m.

Mr. Freudmann requested the contract for maintenance and grounds keeping between Region 19 and the Town be discussed prior to the expiration date of the contract. Mr. Freudmann requested a review of the Mansfield Downtown Partnership charge. The Town Manager suggested the discussion be held after the presentation by the developer at the April meeting and Ms. Moran suggested members look at the new Mansfield Downtown Partnership Strategic Plan on the Partnership's website.

XIII. ADJOURNMENT

Mr. Paulhus moved and Mr. Shapiro seconded to adjourn the meeting at 10:20 p.m. The motion passed unanimously.

Elizabeth Paterson, Mayor

Mary Stanton, Town Clerk

March 11, 2013

Greetings and good evening.

My name is Bill Waite. I am a MAC Committee member. And, I am also the Manager for Research Projects at the Connecticut Center for Economic Analysis (CCEA), a group that is located in the University of Connecticut's School of Business, and which has, since 2010, been working with MAC to conduct research, perform analyses, and make recommendations regarding that group's various initiatives.

One of the primary areas of CCEA's work – and the area on which I, as I volunteer, continue to focus – is community connectedness – that is, ^{the} level of engagement in and satisfaction with the Mansfield community that residents have – and the relationship between that metric has a host of other factors, such as education, health, and the like.ⁱ As part of CCEA's work, the team reviewed studies and research conducted by other communities; that is, we performed a "Lit Review," to use the academic jargon. However, we relied most heavily on feedback directly from Mansfield's residents, which came to us via survey data.

Both sources for information were aligned with each other; that is, both the general research (Lit Review) and the survey results were in agreement – or 'said the same thing' – which is to highlight the importance for communities to have high-quality outdoor recreation facilities available to all children.ⁱⁱ

More specifically, having such facilities can, should, and generally does promote:

- 1) Healthier, better educated, children,ⁱⁱⁱ
- 2) Increased levels of residents' involvement with their community – a necessary condition for Mansfield (or any town) to be able to be considered "community of choice";^{iv} and
- 3) Higher property values and economic growth.^v

In short, by providing outdoor, public resources that promote physical fitness, peer-to-peer interaction, and all of the other benefits kids get when they play on a playground, the entire Mansfield community stands to benefit in a number of different ways – both quantitatively and qualitatively.

As both a MAC Committee member and given my knowledge of this particular topic/situation in my role as CCEA's Manager, I encourage the Council to provide as much support for initiatives such as the Playground Project as is possible.

I thank you for your time and attention this evening, and would be happy to answer any questions that you have.

References & Notes

- Bates, Laurie J. and Rexford E. Santerre. The public demand for open space: the case of Connecticut communities. *Journal of Urban Economics*, 2001, Vol. 50, Issue 1.
- Bolitzer, B. and N.R. Netusil. The impact of open spaces on property values in Portland, Oregon. *Journal of Environmental Management*, 2000, Vol. 59, Issue 3.
- Crompton, John L. The impact of parks on property values: a review of the empirical evidence. *Journal of Leisure Research*, 2001, 1st quarter, Vol. 33, Issue 1.
- The impact of parks on property values: empirical evidence from the past two decades in the United States. *Managing Leisure*, 2005, Vol. 10, Issue 4.
- Cuba, Lee and David M. Hummon. A Place to Call Home: Identification with Dwelling, Community, and Region. *The Sociological Quarterly*, Vol. 34, No. 1 (Spring, 1993), pp. 111-131.
- Gunther, Peter, Kathryn Parr, Marcello Graziano, and Fred Carstensen. The Economic Impact of State Parks, Forests and Natural Resources under the Management of Department of Environmental Protection. Connecticut Center for Economic Analysis, June 2011, <http://ccea.uconn.edu/studies/2011economicimpactstudy-final.pdf>.
- Hur, Misun and Morrow-Jones, Hazel. Factors that influence residents; satisfaction with neighborhoods. *Environment and Behavior*, Vol., Issue 40 (2008), pp. 619-635.
- Kylea, Gerard, Alan Graefeb, Robert Manningc, James Baconc. Effects of place attachment on users' perceptions of social and environmental conditions in a natural setting. *Journal of Environmental Psychology*, Volume 24, No. 4 (June, 2004), pp. 213-225.
- Manor, Orit and Gustov S. Mesch. Social ties, environmental perception, and local attachment. *Environment and Behavior*, Vol. 30, Issue 4 (July 1998), pp. 504.
- Munnell, Alicia H. Infrastructure investment and economic growth. *Journal of Economic Perspectives*, 1992, Vol. 6, Number 4.
- Obst, Patricia L., Sandy G. Smith, and Lucy Zinkiewicz. An Exploration of Sense of Community, Part 3: Dimensions and Predictors of Psychological Sense of Community in Geographical Communities. *Journal of Community Psychology*, Vol. 30, Issue 1 (2001), pp. 119-133.
- Singh, Gopal K., Mohammad Siahpush, and Michael D. Kogan. Neighborhood socioeconomic conditions, build environments, and childhood obesity. *Health Affairs*, 2010, Vol. 29, Issue 3.
- Wolch, Jennifer, Michael Jerrett, Kim Reynolds, Rob McConnell, Roger Chang, Nicholas Dahmann, Kirby Brady, Frank Gilliland, Jason G. Su, and Kiros Berhane. Childhood obesity and proximity to urban parks and recreational resources: a longitudinal cohort study. *Health & Place*, 2010, Vol. 17, Issue 1.
- Witt, Peter A. and John L. Crompton. The youth recreation project. *Parks & Recreation*, 1997, Vol. 32, Issue 1.

ⁱ A summary of CCEA's work on this project is presented in the *Phase I Executive Report: MAC Data Collection and Evaluation Project*, copies of which are available upon request.

ⁱⁱ The survey results indicate that playgrounds are one of the top four – out of the 26 specific topics included for consideration – most important issues for *all* Mansfield residents.

ⁱⁱⁱ See, for instance: Wolch et al (2010) and Witt & Crompton (1997).

^{iv} As stated in CCEA's *Phase I Executive Report: MAC Data Collection and Evaluation Project*, "...CCEA's analysis supports what other academics' studies have previously shown: how connected an individual feels to the community is statistically significant and positively correlated with how satisfied that person is with their community." For additional information regarding this general topic see, among others: Cuba & Hummon (1993), Hidalgo & Hernandez (2001), Kelea, Graefeb, Manningc, & Baconc (2004), Hur & Morrow-Jones (2008), Manor & Mesch (1998), Bates & Santerre (2001), and Obst, Smith, and Zinkiewicz (2001).

^v See, among others: Bolitzer & Netusil (2000), Crompton (2001, 2005), Gunther et al (2011), Munnell (1992), and Singh & Siabpush (2010).

To Whom it May Concern, (feel free to insert a more appropriate greeting here or none at all!!)

As a Mansfield mother of a six year old with a severe developmental disability, I would like to express my opinion on the matter of the project that the town of Mansfield should consider for the Small Cities Grant.

In my travels through town with my son, we have entered many buildings and businesses. All of the schools are accessible by wheelchair, as are the community center, our major grocery store, the town hall, gas stations, at least one hardware store, and our pharmacy. We have visited a total of one business which was not accessible by wheelchair in any way, and this business is redundant in our town. The buildings necessary for the basic needs of adults and children in town are already accessible.

My son cannot use any of the playgrounds in town. They are all inaccessible by wheelchair, which is my son's primary mode of ambulation. I would like to feel part of the community by meeting other families in a free public space, but Mansfield has no such space. I would feel more a part of the community if we had a space like an accessible playground in which to spend time. I have talked with other parents in town who have children with limited mobility, and the consensus is surprise that the town does not already have an accessible playground. The town has been so strong in covering my son's needs in school, it really is shocking that we don't have this facility in place yet.

The playgrounds at the schools in town are not only inaccessible, but out of date. A new, safer playground would be welcomed by many families with young children. The playground that we plan to build would be for everyone, no matter what their abilities.

The only basic need of disabled children in town that is not being met is that of an accessible playground. The Small Cities Grant is designed to revitalize small communities, and an accessible playground would play a critical role in fulfilling the needs of Mansfield families; those with able-bodied children, and those with mobility-challenged children. I urge you to consider applying for this grant to use for the playground project, rather than for building improvements which I feel are not as necessary at this time.

Sincerely,
Melissa Shippee

I support choosing the Mansfield Community Playground for the Small Cities Grant for all the reasons that have been discussed.

- To create a meeting place for families close to the downtown and other services in Mansfield
- To create a highly accessible playground so that kids and caregivers of all abilities can have a place to gather and play.

I also support this project because it will strengthen our community through the community built process.

- It will take approximately 750 volunteers over a 5 day period to build our playground.
- That means hundreds of Mansfield residents will have the opportunity to work side by side with their neighbors, whom they may never have even met before, to create something lasting for our community.
- Strong relationships can be built when we work together.
- We will be providing meals and childcare. Even kids will have the opportunity to help.
- This is for more than just families with young children. We will be providing an opportunity for all Mansfield residents to serve and strengthen their community for years to come.

I know that a lot of people have come out to show their support of this project. I would like to ask them to stand.

We all hope that you will choose to support the Mansfield Community Playground. Thank you.

SPECIAL MEETING – MANSFIELD TOWN COUNCIL

April 1, 2013

DRAFT

Mayor Elizabeth Paterson called the special meeting of the Mansfield Town Council to order at 5:30 p.m. in the Buchanan Auditorium at the Mansfield Public Library.

I. ROLL CALL

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

II. INTRODUCTION TO THE BUDGET & REVIEW OF PROCESS

Town Manager Matt Hart introduced Council members to the Town Manager's proposed budget for FY2013/14. The proposed budget is predicated on the Governor's budget numbers and does not identify a funding source for the school maintenance expenses shown in the CIP budget. The budget increases taxes by .69 mills (2.5%), maintains current services, and reflects the goals of the Council.

Mr. Hart thanked the budget team for their efforts.

III. MAJOR COST DRIVERS

The Town Manager reviewed the major cost drivers for the FY2013/13 General Fund budget.

IV. POLICY CHANGES AND INITIATIVES

The Town Manager and Director of Finance discussed the six issue papers included in the budget document. The subjects of these issue papers are state revenue, staffing changes, fund balance, Storrs Center reserve fund, school building project and the capital improvement program. Director of Finance Cherie Trahan will discuss the funding of the school maintenance initiatives with the Finance Committee.

Flag – Include the proposed part time firefighter position in the staffing issue paper (Pg.9).

V. GENERAL FUND REVENUE REVIEW

Flag – Staff will research the ability of the state to eliminate or reallocate federal pilot money to other projects (Pg. 63).

VI. PROGRAMMATIC REVIEW

The following staff members reviewed their department's accomplishments, goals and proposed budgets, identifying major changes and issues: Town Manager Matt Hart, Assistant Town Manager Maria Capriola, Town Clerk Mary Stanton, Director of Facilities Bill Hammon, Director of Finance Cherie Trahan, Fire Chief Dave Dagon, Director of Public Works Lon Hultgren, Director of Human Services Kevin Grunwald, Director of Library Service Leslie McDonough, Director of Information Technology Jaime Russell and Director of Housing and Building Inspection Mike Nintean.

A request from the Mansfield Center for Nursing & Rehabilitation to use the Town's van for transporting their clients was discussed.

Clarification – Change "hazardous waste" to "main accumulation area (Pg. 86)

April 1, 2013

Flag – Mr. Grunwald will check to make sure the number provided as the total ridership in the Transportation Program includes only riders in the volunteer program (Pg. 164).

Flag – Discussion of Senior Services (Pg. 165).

Flag - Discussion of Town contributions to Area Agencies (Pg. 171).

Clarification – change Perception House to Perception Programs (Pg. 171).

VII. DISCUSSION OF PROPOSED BUDGET/COUNCIL QUESTIONS

Ms. Trahan requested Council members forward to her any questions they might have prior to the next budget workshop in order for staff to prepare.

The handouts regarding the 2011/12 current expenditures per pupil, which were distributed at this evenings meeting, will be forwarded to Board of Education members.

VIII. ADJOURNMENT

Mr. Paulhus moved and Mr. Shapiro seconded to adjourn the meeting at 9:42 p.m.

The motion passed unanimously.

Elizabeth Paterson, Mayor

Mary Stanton, Town Clerk

April 1, 2013

PAGE
BREAK

PUBLIC HEARING
TOWN OF MANSFIELD
April 8, 2013
FY 2013/2014 Budget

The Mansfield Town Council will hold a public hearing at 7:30 PM at their regular meeting on April 8, 2013 to solicit comments regarding the proposed FY 2013/2014 Budget.

At this hearing persons may address the Town Council and written communications may be received. Copies of said budget and accompanying materials are on file and available at the Town Clerk's office: 4 South Eagleville Road, Mansfield and are posted on the Town's website (mansfieldct.gov).

Dated at Mansfield Connecticut this 28th day of March 2013.

Mary Stanton, Town Clerk

PAGE
BREAK



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *Matt H*
CC: Maria Capriola, Assistant Town Manager; Cynthia van Zelm, Executive Director, Mansfield Downtown Partnership
Date: April 8, 2013
Re: Storrs Center Update

Subject Matter/Background

At Monday's meeting, Cynthia van Zelm, Executive Director of the Mansfield Downtown Partnership, and Howard Kaufman, Managing Member of Leyland Alliance, LLC will provide the Town Council with an update regarding the status of leasing, construction and other items related to the Storrs Center project.

PAGE
BREAK



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant Town Manager; Lon Hultgren, Director of Public Works; Linda Painter, Director of Planning and Development
Date: April 8, 2013
Re: Appointment of Special Legal Counsel for Water and Wastewater Project

Subject Matter/Background

As the Town Council may recall, in January of this year staff issued a request for qualifications (RFQ) seeking letters of interest from qualified firms to serve as special legal counsel to the town to assist with water supply issues. We sent the RFQ to various Connecticut firms that specialize in this area of law and posted the RFQ on the town's website. We received one response – from the firm of Pannone, Lopes, Deveraux & West, LLC (PLDW). Staff has interviewed the firm and conducted references. We are pleased with the results of the interview and the reference check and recommend that the Council authorize staff to engage the firm.

Attached please find for your consideration a proposed letter of engagement with PLDW. I will ask the Town Attorney to review the engagement letter and will let you know if he has any suggested revisions to the terms.

Financial Impact

If the appointment is approved by the Town Council, staff would develop a budget for PLDW's initial assignment on this project. We would charge this expense against the budget established in the capital fund for the Four Corners water and wastewater project, which currently has a balance of approximately \$85,000 that could be used for this purpose. Depending on the scope and duration of the project, the Town Council may need to allocate additional funds for legal and other professional services.

Recommendation

Pursuant to Section 76-4(1)(3) of the town's Purchasing Ordinance, the Town Council must approve the appointment of special legal counsel. Accordingly, staff recommends that the Council authorize me to engage the firm of PLDW to

serve as special legal counsel for the Town of Mansfield to assist with water supply issues and related concerns.

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

Move, effective April 8, 2013, to authorize the Town Manager to engage the firm of Pannone, Lopes, Deveraux & West, LLC to serve as special legal counsel for the Town of Mansfield to assist with water supply issues and related matters.

Attachments

- 1) PLDW – Statement of Qualifications
- 2) PLDW – Letter of Engagement
- 3) Chapter 76, Mansfield Code of Ordinances

Teno A. West
914-898-2497
twest@pldw.com

February 21, 2013

VIA FEDERAL EXPRESS

Mr. Matthew W. Hart
Town Manager
Town of Mansfield
4 South Eagleville Road
Mansfield, Connecticut 06268-2599

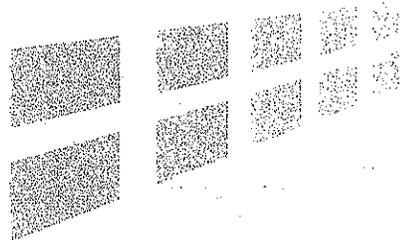
RE: **Statement of Qualifications to the Town of Mansfield, Connecticut for Legal Services Relating to the Town's Water Supply**

Dear Mr. Hart:

Pannone Lopes Devereaux & West LLC ("PLDW") is pleased to submit this statement of qualifications to the Town of Mansfield, Connecticut (the "Town") Request for Qualifications to provide legal services relating to the Town's water supply. As you will see in our qualifications, PLDW has significant national experience representing local governments and agencies in the development, improvement and management of their water and wastewater systems. This experience, coupled with PLDW's strong local presence, gives us the unique opportunity to provide the Town with high-quality, cost-effective legal representation on this engagement.

Over last 18 years, Mr. West and the firm's attorneys have provided legal services to municipalities and other public entities throughout the United States with respect to various municipal water-related infrastructure projects. For example, Mr. West and members of the Municipal Infrastructure Team represented the City of New London in the procurement of a new operator for the City's entire water and wastewater system at the end of the existing contract with the previous contract operator. The contract included operation and maintenance of city water and wastewater treatment plants, collection systems, distribution systems, and reservoirs, as well as the design/build of system capital improvements.

February 21, 2013



In addition, PLDW has extensive experience representing municipalities and government entities throughout the State of Connecticut on various infrastructure-related matters. We have provided a broad array of services to a long list of Connecticut public entities, which includes:

- City of New Britain
- City of New London
- City of Norwalk
- Town of Greenwich
- Town of Darien
- Town of East Haven
- Town of New Canaan
- Town of Weston
- Town of Westport
- Town of Wilton
- Bristol Resource Recovery Facility Operating Committee

Recently, PLDW has been involved with the development, management and assessment of local and regional water systems throughout the country. For example, PLDW represents the City of Newport in the development and procurement of new water treatment facilities pursuant to a consent order the City of Newport entered into with the Rhode Island Department of Environmental Management. The project included upgrades to one of the City of Newport's existing water treatment plants and also included the construction of a new water treatment plant.

Moreover, PLDW is a member of the Infrastructure Management Group's team of professional advisors and consultants conducting a comprehensive assessment of the water and sewer system for the Tulsa Metropolitan Utility Authority ("TMUA"). The Team's PLDW members reviewed and analyzed the legal structure, lease agreements, and operating and maintenance contracts which define TMUA governance protocols and its relationship with the City of Tulsa as it fulfills its charge to provide water and wastewater services.

Furthermore, PLDW attorneys are currently representing the City of Annapolis, Maryland in its development of a new water treatment plant on a design/build basis. We drafted and negotiated the design/build agreement and are advising the City on all aspects of the project. Once completed, the plant will include state-of-the-art technology, replacing the City's nearly 100-year-old facility. It is anticipated to produce 8 mgd and is expected to be online by or before 2016.

Thank you for extending us the opportunity to submit our qualifications for these legal services. We are excited for the opportunity to represent the Town on this important public project. If you have any questions, please do not hesitate to contact me.

Sincerely,

PANNONE LOPES DEVEREAUX & WEST LLC

Teno A. West
Partner

{Encls.}



Statement of Qualifications to Provide Legal Services
Relating to the Town's Water Supply System

Presented to the

**TOWN OF MANSFIELD
CONNECTICUT**

February 22, 2013

By

PANNONE
LOPES
DEVEREAUX &
WEST_{LLC}

counselors at law

100 Pearl Street, 14th Floor
Hartford, Connecticut 06103
Tel: 866.353.3310 Fax: 866.353.5020

317 Iron Horse Way, Suite 301
Providence, Rhode Island 02908
Tel: 401.824.5100 Fax: 401.824.5123

81 Main Street, Suite 510
White Plains, New York 10601
Tel: 914.898.2400 Fax: 914.898.2401

www.pldw.com



TABLE OF CONTENTS

I. INTRODUCTION

II. PROJECT TEAM

TEAM MANAGER

OTHER TEAM MEMBERS

III. QUALIFICATIONS

PANNONE LOPES DEVEREAUX & WEST LLC – BACKGROUND

QUALIFICATIONS AND EXPERIENCE

IV. OBJECTIVES AND STRATEGIES

PROJECT OBJECTIVES

PROJECT STRATEGY

V. FEE STRUCTURE

VI. REFERENCES



INTRODUCTION

At Pannone Lopes Devereaux & West LLC ("PLDW"), we understand that undertaking important public projects requires experts and specialists in their respective fields. The Town of Mansfield, Connecticut (the "Town") needs legal counsel who has the experience, expertise and depth necessary to carry out such a project from beginning to end successfully. This is particularly true of projects concerning water supply systems where there are important public interests involved and the need for seamless project delivery is essential.

At PLDW, delivering legal services in a seamless manner through various disciplines is a hallmark of the firm. The principals of PLDW are all former partners of a large international law firm. PLDW attorneys are trained to develop practical and cost-effective strategies for their clients. With an expanding national presence, PLDW is a leader in the legal profession with highly skilled lawyers trained to identify legal issues and find solutions for their clients. As you will find in this statement of qualifications, PLDW has the experience necessary to assist the Town with this important public interest project.

Project Understanding. The Town does not currently operate its own water supply system and is served by the University of Connecticut's (the "University") water supply system that serves the water needs of the University and also supplies water services to private properties in the Town. As a result, the water supply plan developed for the Town's water supply system must serve the dual interests of the Town and the University.

Generally, several ownership and operational structures are available to local governments for their water supply system. Whether one option is better than the other depends on the particular circumstances involved, the objectives being sought, and the advantages and disadvantages each alternative presents. The same is true here, where the Town is seeking to ensure access to additional water supply to support current operations and projected future growth and development for the Town, while considering the diminishing role the University is seeking regarding the water supply system.

The Town developed its Water Supply Plan (2002) for the purpose of evaluating drinking water supply needs in the Town, particularly those areas not served by the University. The University's Water Supply Plan (May 2011) identified the need for additional water supply for the Town and the University. The Town and the University co-commissioned a Connecticut environmental impact evaluation ("EIE") assessing alternative methods of meeting additional water supply requirements and the Notice of Scoping was amended on June 5, 2012, to include a possible interconnection to MDC and released for public review and comment. In addition, the Town's 2011 study of water supply options for redevelopment of the Mansfield Four Corners area identified future areas of water need in the Town that were not committed by the University in its 2011 Water Supply Plan. Several alternatives have been identified to address the water supply deficiencies including: (i) interconnecting with an existing reservoir based utility which includes the Connecticut Water Company ("Connecticut Water"), the Windham Water Works ("Windham Water") or the Metropolitan District Commission ("MDC"); (ii) developing new groundwater



supply wells which include three potential sites along the Willimantic River and five potential sites near Mansfield Hollow; and (iii) the relocation of Fenton Well A. The appropriate solution will likely depend on the evaluation of the economics of the water supply alternatives and future management and ownership alternatives.

Various legal structures will also have to be considered as part of the evaluation process, including the possible purchase of additional water supply, continued operation and management of the system by an entity pursuant to an operations agreement similar to the contract the University has had with Connecticut Water since November 2005, the possible lease or sale of the water system to Connecticut Water, Windham Water, or MDC that may be subject to rate regulation by the Public Utilities Regulatory Authority ("PURA"), or the establishment of a Regional Water Authority by the Town and the University to regulate future operations. Various other legal structures and issues will have to be analyzed to assist in evaluating water supply alternatives and future management and ownership alternatives. See Section IV of this statement of qualifications for a more detailed discussion of the alternatives. PLDW has extensive experience with the range of water supply structures that will be considered by the Town.

We will advise the Town on legal issues relative to the development and transition of the Town and University's water supply system. Based on our experience with similar projects, we would work early on with the Town to identify the specific interests and objectives the Town is seeking to achieve in order to assess which ownership and operations structure best suits the Town. We will also work closely with the Town to identify the objectives, interests and best alternative to serve the needs of the University and its students so these issues can also be effectively addressed. During the engagement, PLDW will work closely with the Town and review and comment on all documentation, and will provide legal advice and representation to the Town at any public hearing, meeting or proceeding. PLDW's objective as legal counsel will be to support and consult the Town as it develops a plan that serves the Town's best interests and achieves the Town's objectives in a cost effective manner and within the time frame outlined by the Town.

Project Experience. PLDW has the expertise and experience necessary to deliver comprehensive legal services to the Town for the transition and development of the Town's water supply system (the "Project"). Teno A. West, the client contact and team manager on this engagement, is a national expert in the areas of municipal infrastructure, public contracts and procurement law, and has significant experience with public water supply matters. Paul J. Corey was formerly the Executive Director of the Connecticut Department of Public Utility Control ("DPUC") which is now PURA and brings substantial water utility regulatory experience to the Project. Josh J. Meyer has national experience in the area of infrastructure and procurement law and routinely advises clients with respect to special contract and finance matters. Steven A. Torres has significant experience as a municipal construction and public-private partnership project advisor and legal counsel who has managed in excess of \$1 billion in project value in the areas of utilities, water and wastewater, transportation, building construction and renewable energy. Bruce H. Tobey has extensive legal experience advising and representing governments on environmental policy, programs and financial and regulatory matters with a specialty in water and wastewater infrastructure.



Over last 18 years, Mr. West and the firm's attorneys have provided legal services to municipalities and other public entities throughout the United States with respect to various municipal water-related infrastructure projects. For example, Mr. West and members of the Municipal Infrastructure Team represented the City of New London in the procurement of a new operator for the City's entire water and wastewater system at the end of the existing contract with the previous contract operator. The contract included operation and maintenance of city water and wastewater treatment plants, collection systems, distribution systems, and reservoirs, as well as the design/build of system capital improvements.

In addition, PLDW represents the City of Newport in the development and procurement of new water treatment facilities pursuant to a consent order the City of Newport entered into with the Rhode Island Department of Environmental Management. The project included upgrades to one of the City of Newport's existing water treatment plants and also included the construction of a new water treatment plant. The project was procured on a design/build basis. PLDW advised the City of Newport on the legal issues surrounding the design/build procurement and also assisted with the procurement process, including preparing the RFP, interviewing proposers and negotiating and drafting the final design/build contract. PLDW continues to represent the City of Newport with ongoing legal issues related to the project.

Moreover, PLDW is a member of the Infrastructure Management Group's team of professional advisors and consultants conducting a comprehensive assessment of the water and sewer system for the Tulsa (OK) Metropolitan Utility Authority ("TMUA"). The Team's PLDW members reviewed and analyzed the legal structure, lease agreements, and operating and maintenance contracts which define TMUA governance protocols and its relationship with the City of Tulsa as it fulfills its charge to provide water and wastewater services. It also evaluated the service contracts which exist between TMUA and additional communities and identified the impacts of covenants contained within TMUA's bonds, as well as assisted with the development of strategic options such as public-private partnerships.

Furthermore, PLDW attorneys are currently representing the City of Annapolis, Maryland in its development of a new water treatment plant on a design/build basis. We drafted and negotiated the design/build agreement and are advising the City on all aspects of the project. Once completed, the plant will include state-of-the-art technology, replacing the City's nearly 100-year-old facility. It is anticipated to produce 8 mgd and is expected to be online by or before 2016. The project is being primarily funded through the Maryland State Revolving Fund.

PLDW also represents the Tri-Town Board of Water Commissioners in Braintree, Massachusetts in the development of a regional water treatment facility that will serve the Towns of Braintree, Holbrook and Randolph and replace the aging facilities currently operating in the water system. The project is being procured on a design/build basis and will be undertaken pursuant to special legislation PLDW drafted for the project. PLDW's ongoing representation of the Tri-Town Board will include assisting the Tri-Town Board with the procurement process, including



participation in the preparing the RFQ and RFP, interviewing proposers, and negotiating and drafting the final design/build contract.

Lastly, PLDW represents Rockland County Sewer District No. 1 in Rockland County, New York (the "Sewer District") in the development of an advanced wastewater treatment plant on a design/build/operate basis, which is the first municipal wastewater design/build or design/build/operate project in New York. Mr. West was responsible for reviewing New York law to determine whether the wastewater treatment plant could be developed pursuant to a design/build/operate approach under the existing statutory framework, as well as applicable case law. In determining that legislation was necessary to carry out such a project on a design/build/operate basis, Mr. West was the principal author of the enacted legislation. Mr. West also assisted the Sewer District with the drafting of the procurement documents, the evaluation of proposals, and served as lead negotiator and principal drafter of the design/build/operate agreement. While the plant is currently being constructed, PLDW is also representing the Sewer District with the development of multiple pump stations pursuant to a value engineered and constructed approach.

Connecticut Experience. In addition to the relevant water and wastewater experience highlighted above, PLDW has extensive experience representing municipalities and government entities throughout the State of Connecticut. We have provided a broad array of services to a long list of Connecticut public entities, which includes:

- City of New Britain
- City of New London
- City of Norwalk
- Town of Greenwich
- Town of Darien
- Town of East Haven
- Town of New Canaan
- Town of Weston
- Town of Wilton
- Town of Westport
- Bristol Resource Recovery Facility
Operating Committee

Why PLDW? Our experience representing municipalities and public entities on water and wastewater projects throughout the country, together with our local experience, uniquely qualifies us to serve as legal counsel to the Town for this Project. We are familiar with all aspects of local and state law in Connecticut including state rate regulation, environmental policy, health and safety regulations and water supply plans, as well as the national water supply marketplace. Our attorneys have extensive backgrounds representing local governments and public entities in all legal areas necessary for us to successfully assist the Town with this important project. PLDW attorneys are well recognized in the legal and government community, which can serve as an advantage to the Town.

PLDW is committed to providing pricing arrangements that serve the best interest of our clients. To that end, we work with our clients to develop a fee arrangement that fits the scope, nature and subject matter of a project. We recognize the level of service requirements demanded by governmental clients and have provided such service to our clients with the knowledge and

PANNONE
LOPES
DEVEREAUX &
WEST^{llc}
counselors at law



creativity that have become the hallmark of our practice. We are confident our resources will serve the Town well for the duration of the Project.



PROJECT TEAM

Teno A. West, Paul J. Corey, Josh J. Meyer, Steven A. Torres and Bruce H. Tobey have extensive experience in advising and representing governments, including municipalities, counties, public authorities and federal agencies in the development of their water supply systems. They will be supported by Associates with relevant experience to ensure the efficient use of resources. Mr. West will be the principal counsel and the day-to-day client contact for our engagement. The personnel set forth below will be available for all aspects of the engagement.

TEAM MANAGER

TENO A. WEST

Partner



Teno A. West is a partner with the firm and leads the firm's Municipal Infrastructure Team. He practices in the areas of solid waste law, public contracts, government law, water law, government procurement, project delivery, infrastructure development, project planning and finance, public finance and intergovernmental relations. His experience has included representing solid waste agencies in structuring public-private partnerships as well as developing regional service solutions.

Mr. West's practice includes representing local, regional and federal governments with alternative project delivery arrangements such as design/build, design/build/operate procurements, and public-private partnerships. His alternative project delivery representation has included solid waste, water, wastewater, storm water, combined sewer overflow, conversion technology, co-composting, material recovery, waste to energy, as well as other similar environmental infrastructure projects. Mr. West has assisted governments with the drafting and enactment of legislation necessary for such alternative delivery methods to be lawfully implemented. He has extensive experience in advising and representing governments including municipalities, counties, public authorities and federal agencies in developing successful public procurement processes and lectures regularly on the subject.

Mr. West served as Town Manager of Hardwick, Vermont and Town Administrator of Carlisle, Massachusetts. He is admitted to practice in New York and New Jersey. He is a member of the American Bar Association, the New York State Bar Association and has recently been named a Super Lawyer®.

Mr. West earned his bachelor's degree *cum laude* in Political Science and American Studies in 1984 from Saint Michael's College and he earned a Master in Public Administration in 1987 from the University of Vermont. He earned his law degree from the New England School of Law *cum laude*, where he was lead articles editor of the New England Law Review.



OTHER TEAM MEMBERS

PAUL J. COREY *Of Counsel*



Paul J. Corey practices in the areas of Regulatory Affairs and Utilities. He has over sixteen years of industry experience and a background in sophisticated transactions, and complex regulatory proceedings. Mr. Corey has represented numerous clients on multiple matters including complex rate cases and performance based rate plans, regulatory reviews and compliance filings, mergers and acquisitions, project development, corporate transactions, renewable energy initiatives, asset sales, power purchase agreements, the valuation of stranded costs, and regulatory approvals.

Prior to joining PLDW, Mr. Corey was Counsel on Regulatory Affairs for the prominent law firm of Brown Rudnick LLP, where he represented a diverse clientele in the areas of regulatory, energy and utilities, and government law. Prior to joining Brown Rudnick, Mr. Corey served as the Executive Director of the Connecticut Department of Public Utility Control where he worked closely with Commissioners to develop and implement Department policy. He also conducted a comprehensive review of the regulated water companies, and worked on numerous electric, gas and water rate cases, and other complex regulatory proceedings.

Mr. Corey has represented public utilities on complex regulatory matters at the DPUC including Northeast Utilities on regulatory matters involving Connecticut Light & Power's rate case proceeding, and Energy East, Connecticut Natural Gas and Southern Connecticut Gas on multiple matters involving rate setting, performance based rate plans, and proceedings involving competitive issues facing the industry. Mr. Corey also represented numerous companies on various matters involving the DPUC including JPMorgan IIF Acquisitions LLC providing general advice and counsel regarding state regulatory matters, Conectiv on matters involving interstate renewable energy projects, CPower, Inc. on energy efficiency matters involving the qualification of Class III renewable energy credits at the DPUC, Dynegy on matters involving the negotiation and regulatory approvals of long-term natural gas contracts at the DPUC, and J.P. Morgan Securities Inc. on all matters involving the \$836 million sale of the Seabrook Nuclear Power Plant, including obtaining state regulatory approvals from the DPUC, DTE and NHPUC. Mr. Corey also provides general counsel and advice to various companies regarding state and federal utilities and regulatory matters.

Mr. Corey earned his J.D. from the University of Connecticut School of Law, his MBA in finance from Purdue University, and his B.S. in finance from the University of Connecticut. He is admitted to the Connecticut Bar.



JOSH J. MEYER

Partner

Josh J. Meyer is a Partner with Pannone Lopes Devereaux & West LLC and is a member of the Municipal Infrastructure Team. He has national experience in the area of infrastructure and procurement law and routinely advises clients with respect to special contract and procurement matters. Mr. Meyer has served as lead negotiator and special procurement and contract counsel for municipal clients throughout the United States in connection with the privatization of numerous new and existing public infrastructure assets. He has drafted and negotiated complex performance-based contracts with various national and international companies relating to the private design, construction and operation of water and wastewater systems, solid waste disposal facilities and energy-related projects. In addition, Mr. Meyer has provided legal, business, risk allocation and finance advice in structuring and developing procurement and contract documents, including operation and maintenance contracts, design/build contracts, design/build/operate contracts, guaranty agreements and requests for proposals. He has advised clients on all aspects of design and construction risk allocation, project financing, land acquisition and development, vendor procurement, contract negotiation, security for performance, environmental regulatory matters and labor issues.

Mr. Meyer was most recently the lead attorney assigned to oversee the development and construction of a minor league ballpark, which included the drafting of all request for proposals, construction agreements and project labor agreements as well as the lease and development agreement with the team, the development of an urban renewal plan, the coordination of public and private construction financing, and the management and resolution of all associated legal issues. Mr. Meyer's practice includes assisting his clients with respect to the financing and refinancing of infrastructure projects, including waste-to-energy facilities, landfill gas-to-energy facilities, industrial facilities, water and wastewater treatment facilities, and residuals management facilities. Mr. Meyer also represents public and quasi-public clients in affordable housing and hotel development projects.

Mr. Meyer earned his J.D. from Brooklyn Law School and his undergraduate degree in political science from Siena College. He is admitted to practice in, and is a member in good standing of the bar of, the State of New York.



STEVEN A. TORRES
Partner

Steven A. Torres is a Partner with Pannone Lopes Devereaux & West LLC and a member of the firm's Municipal Infrastructure Team. Attorney Torres is a highly skilled and experienced municipal construction and public-private partnership project advisor and legal counsel who has managed in excess of \$1 billion in project value in the areas of utilities, water and wastewater, transportation, building construction and renewable energy. He has vast experience and deep knowledge in matters related to municipal law and regulations including zoning, land use planning, and building and environmental permitting. Attorney Torres has also negotiated and administered millions of dollars in Tax Increment Finance Agreements for cities and towns. In addition, as a former legal counsel for public and private sector unions in New England, Mr. Torres has handled over 300 labor arbitrations and mediations in collective bargaining and employment disputes.

Attorney Torres is nationally recognized in his practice area and a frequent lecturer, guest speaker and teacher/mentor to other practitioners. He is a former member of the Massachusetts Bar Association's Public Law Section Council, and a past member of the Executive Committee of the City Solicitors and Town Counsel Association. He is also an author, editor and lecturer for the Massachusetts Continuing Legal Education (MCLE), and co-edited the Supplement Edition of MCLE's "Massachusetts Municipal Law". Attorney Torres has had several essays published in the areas of labor law, international law, municipal law and constitutional law. He is a sought after speaker on municipal law and alternative delivery construction project development and financing options and was a national panelist for the Design-Build Institute of America, the International Municipal Lawyers Association, the Solid Waste Association of North America, the Massachusetts Municipal Association and the Massachusetts City Solicitors and Town Counsel Association and other regional organizations. In addition, Attorney Torres taught, at the request of the Massachusetts Attorney General and the US EPA, seminars on funding improvements under the US EPA Phase II Stormwater regulations.

Prior to joining Pannone Lopes Devereaux & West LLC, Attorney Torres served for thirteen years as a city attorney for four consecutive mayoral administrations in two cities. He was Corporate Counsel for the City of Fall River, MA and responsible for the leadership of many municipal building projects, including design-build-finance-operate emerging technology energy projects, school building and utility design and construction projects. From 2000 until 2009, he served as City Solicitor for the City of Taunton, MA under three mayoral administrations. During this time, Attorney Torres accomplished one of the first Construction Manager (CM) at risk school building construction projects in Massachusetts and led a team to develop a \$500 million waste-to-fuels project under a design-build-operate (DBO) model using emerging technology.



He earned his J.D. from Suffolk University Law School, cum laude, and received his undergraduate degree in computer science from Daniel Webster College. He served in the U.S. Air Force from 1987-1990 as a nuclear operations officer. He is admitted to practice law in Massachusetts and is a member of the Massachusetts Bar Association.

BRUCE H. TOBEY
Partner



Bruce H. Tobey is a Partner with Pannone Lopes Devereaux & West LLC and a member of the firm's Municipal Infrastructure Team. His practice focuses primarily on representing local and regional governments in the areas of public contracts, water law, solid waste management, environmental law and litigation. Mr. Tobey has extensive legal experience advising and representing governments, including municipalities, counties, public authorities and federal agencies, as well as private companies on environmental policy, programs and financial and regulatory matters with a specialty in water and wastewater infrastructure,

public-private partnerships and other business development opportunities for sustainable communities.

Mr. Tobey has over 20 years of direct water and wastewater utility legal and management experience from his two years serving as General Counsel to the City of Gloucester, nine years as the Mayor of Gloucester, and six years as Associate General Counsel at the Massachusetts Water Resources Authority. In addition, Mr. Tobey has served on numerous Federal Advisory Committees of the United States Environmental Protection Agency, as President of the Massachusetts Municipal Association, and as Chair of the Advisory Council of the National League of Cities.

He was elected Mayor of Gloucester, MA in 1993 and held that position until 2002, when he joined Aquarion Company as Director of Business Development. Prior to joining PLDW, Mr. Tobey was Vice President Business Development for HomeServe USA, leading the company's national campaign to develop public-private partnerships with water and wastewater utilities. Mr. Tobey remains active in local government, serving as a City Councilor for the City of Gloucester, an elected position he has held since 2006.

A 1975 graduate of Wesleyan University, majoring in Russian, Mr. Tobey earned his J.D. from Suffolk University Law School in 1978, where he was a member of Law Review, and his MBA from Suffolk University in 2005. He also served as Lieutenant in the U.S. Coast Guard Judge Advocate General Corps from 1978 to 1982. Mr. Tobey is a past member and chair of the Commonwealth of Massachusetts Local Government Advisory Committee, served on the Commonwealth's Federal Stimulus Task Force, and is currently a member of its Water Infrastructure Finance Commission. He is admitted to practice law in New York and Massachusetts.



COMMUNICATIONS

PANNONE LOPES DEVEREAUX & WEST LLC – BACKGROUND

Overview. PLDW is a full-service law firm with national expertise in various practice areas and a Municipal Infrastructure Team that specializes in water law, solid waste management, municipal law, construction law, real property law and public finance. Our Municipal Infrastructure Team has extensive experience representing municipalities throughout the United States on water and wastewater infrastructure projects including water and wastewater management, regulatory and administrative matters, land-use issues, procurement, contracting and collections.

PLDW was founded by principals in 2006 who have formerly practiced in an international law firm setting and have more than one hundred twenty years of combined experience. PLDW's partners pride themselves in always being responsive to the client's needs. In fact, the principals at PLDW were all selected by *The Best Lawyers in America* for 2012, and PLDW was named by both *U.S. News & World Report* and *Best Lawyers* as one of the Best Law Firms in the United States for 2011. In addition to delivering quality legal services, PLDW's attorneys are committed to the community which they serve. PLDW's attorneys practice in many areas of law, including:

- Alternative Dispute Resolution
- Corporate and Business Counseling
- Criminal Defense
- Employment Law
- Estate Planning and Administration
- Government and Legislative Strategies
- Health Care
- Litigation
- Municipal Infrastructure
- Non-profit Organizations
- Real Estate and Commercial Lending
- Special Masterships in Prison Monitoring
- Sports Law

PLDW represents local governments, municipalities, and public agencies with respect to a broad range of issues, including day-to-day operations, litigation matters, regulatory and administrative matters, public finance, procurement, public-private partnerships, contracting, government relations, solid waste, water, wastewater, construction, real estate, land use and development. PLDW's team of lawyers includes former mayors, town administrators, town solicitors, lieutenant governors and attorney generals, all of whom have significant experience dealing with public officials and have an intricate knowledge of working on municipal matters. Our collective experience uniquely qualifies us to represent the Town with respect to its various legal and regulatory needs.

PLDW has national expertise in virtually all areas impacting municipalities. Our experience representing water and wastewater utilities and municipalities on similar water and wastewater projects throughout the country uniquely qualifies us to serve as legal counsel to the Town. Our expertise is delivered to the client in an efficient manner by utilizing highly skilled and experienced lawyers and paralegals within an infrastructure that is cost effective. PLDW attorneys are well recognized throughout the United States for their municipal, water and



wastewater expertise, which can serve as an advantage to the Town. We recognize the level of service requirements demanded by municipal clients and have provided such service to our clients with the knowledge and creativity that have become the hallmark of our practice. We are confident our resources will serve the Town well for this engagement.

PLDW has particular expertise representing municipalities, governmental entities, companies and utilities on water and wastewater matters involving structuring and implementing water, sewer and residuals management projects, development and operational issues of water supply and wastewater treatment systems, areas of water use planning and development, long-term contracts, and complex regulatory proceedings throughout New England and across the country. We understand that the water system is an important commitment of the Town that can have significant, long-term implications for its residents and businesses. As a result, the need for seamless project delivery is essential and the Town requires experts and specialists in their respective fields. The Town needs attorneys with the experience, expertise and depth necessary to provide legal advice and counsel on the variety of matters facing the Town. PLDW's team will amply satisfy that need for high-quality legal assistance.

Municipal Infrastructure Team. The Municipal Infrastructure Team at PLDW is chaired by Teno A. West and has extensive experience representing local governments in dealing with infrastructure, procurement, and public finance issues. The Municipal Infrastructure Team provides legal services in the following areas: water, wastewater, solid waste, energy, public construction, public-private partnerships, regulatory authority, land use and development, litigation, real estate, public finance, and environmental law.

The Municipal Infrastructure Team's experience includes providing general advice and consultation, administration, drafting of regulations and legislation, dispute resolution, and attending public hearings and meetings for our clients. The Municipal Infrastructure Team's engagements have included the procurement and negotiation of contracts for a wide variety of construction, operation and management services, as well as the drafting and implementation of laws necessary to undertake such procurements. The Municipal Infrastructure Team has extensive experience developing infrastructure projects through alternative project delivery approaches, such as design/build, design/build/operate and other forms of public-private partnerships, and has drafted, negotiated and administered construction contracts, including project labor agreements. Members of the Team also have extensive experience in the area of public finance and have served as bond counsel, disclosure counsel and underwriter's counsel in various water-related financing transactions.



QUALIFICATIONS AND EXPERIENCE

PLDW – Water Team. PLDW's overall capacity to serve in a legal counsel role to the Town is enhanced by the special experience of its Municipal Infrastructure Team in representing municipalities, utilities, and government agencies on various water and wastewater infrastructure projects throughout the country. The team is comprised of attorneys from a variety of legal disciplines who have focused their practice in the areas of water law and other related disciplines. It includes nationally recognized lawyers in water infrastructure transactions as well as practitioners with experience in the areas of water use planning and development; utility governance; alternative project delivery, such as design/build or design/build/operate; NPDES/SPDES permitting and rulemaking; enforcement; litigation and legislation; acquisitions and contract drafting/negotiation; finance; ratemaking; regulatory; water system development and operations; and storm water management.

The services provided include addressing development and operational issues of water supply and wastewater treatment systems as well as dealing with state legislation pursuant to which water and sewer agencies may organize, finance and construct such systems. We are also experienced in addressing water rights issues and are intimately familiar with the provisions and requirements of the Clean Water Act and are experienced in representing water and wastewater clients in enforcement actions brought by state and federal regulatory authorities, as well as challenges by public interest groups who may oppose a permit application or an operational technique. Should litigation arise, our Municipal Infrastructure Team works with clients to develop litigation strategies and to evaluate potential settlement opportunities.

The Municipal Infrastructure Team is regularly involved in the day-to-day legal issues that arise from the development and operation of regional water supply and wastewater treatment systems, including the development and modification of state legislation pursuant to which water and sewer agencies can organize and successfully finance and construct such systems, obtaining water rights, drafting and assisting in the administration of operation agreements, design/build and design/build/operate agreements, and construction contracts pursuant to which such facilities are constructed and operated. Our experience includes the creation and maintenance of regional water supply and waste water systems, as well as the management, operation and administration of such systems while working with the numerous interested parties involved. In addition, our lawyers have experience negotiating combined sewer overflow long-term control plans, NPDES/SPDES permits, and consent orders with various state and federal environmental agencies. Our lawyers continually work with water and sewer system clients as they face growth and change in their service areas.

The Municipal Infrastructure Team represents local governments and water/wastewater utilities in structuring and implementing water, sewer and residuals management projects through design/build and design/build/operate project delivery approaches. We provide legal assistance, as needed, to determine the legality of such approaches in the applicable jurisdiction as well as the preparation of the necessary procurement documents, such as requests for qualifications and requests for proposals. Utilizing our experience within the water industry, we provide valued



support during the proposal evaluation process, and draft the design/build and design/build/operate agreements, as well as the related transaction documents, to be negotiated with the successful proposer.

We have considerable experience in acquiring necessary interests in land, permits and other approvals for the construction of water and sewer system infrastructure, from pumping stations to distribution and collection systems. This experience ranges from simple easement acquisitions to multiple party real estate transactions to acquire appropriate sites, to obtaining consent to locate facilities in remote areas. The Municipal Infrastructure Team has extensive experience with issues relating to negotiating and drafting acquisition agreements. We additionally counsel our clients on potential surrounding community concerns.

Relying on our extensive experience in public bidding and public works construction law, we provide legal advice on every aspect of construction and expansion of water and sewer systems. Our work includes development of model bidding and contract forms, resolution of bidding disputes, contract administration and bond and insurance issues. We work with clients to draft bid documents that best serve our clients' needs for a particular project. The Municipal Infrastructure Team additionally assists in reviewing the creation and maintenance of corporations, joint ventures and limited liability companies for construction projects and public-private partnerships. We have experience in preparing, analyzing, defending and prosecuting different types of construction claims. We also have experience assisting clients in developing the insurance requirements in their contracts with general contractors, construction managers and design professionals. We counsel clients on payment and performance surety bond issues, such as types of bonds to request and the wording of the bonds.

The Municipal Infrastructure Team possesses substantial experience in all types of water-related debt and equity transactions. The Municipal Infrastructure Team works with lawyers from the firm's corporate and finance practice areas to insure that the transaction structure that is ultimately utilized best meets our client's financial and operational goals. The Municipal Infrastructure Team has also been involved in numerous financings of various water or wastewater facilities or their delivery systems.

Based on this body of knowledge, PLDW's Municipal Infrastructure Team has successfully represented municipalities and government entities in the northeast and throughout the nation on numerous water and wastewater projects, including the engagements set forth below:

- *City of New London, Connecticut* – Mr. West and members of the Municipal Infrastructure Team represented the City of New London in the procurement of a new operator for the City's entire water and wastewater system at the end of the existing contract with the previous contract operator. The contract included operation and maintenance of city water and wastewater treatment plants, collection systems, distribution systems, and reservoirs, as well as the design/build of system capital improvements.



- ***City of Newport, Rhode Island*** – PLDW represents the City of Newport in the development and procurement of new water treatment facilities pursuant to a consent order the City of Newport entered into with the Rhode Island Department of Environmental Management. The project included upgrades to one of the City of Newport's existing water treatment plants and also included the construction of a new water treatment plant. The project was procured on a design/build basis. PLDW advised the City of Newport on the legal issues surrounding the design/build procurement and also assisted with the procurement process, including preparing the RFP, interviewing proposers and negotiating and drafting the final design/build contract. PLDW continues to represent the City of Newport with ongoing legal issues related to the project.
- ***City of Annapolis, Maryland*** – PLDW attorneys are representing the City in its development of a new water treatment plant on a design/build basis. We drafted and negotiated the design/build agreement and are advising the City on all aspects of the project. Once completed, the plant will include state-of-the-art technology, replacing the City's nearly 100-year-old facility. It is anticipated to produce 8 mgd and is expected to be online by or before 2016. The project is being primarily funded through the Maryland State Revolving Fund.
- ***Rhode Island Water Resources Board, Rhode Island*** – PLDW represents the Rhode Island Water Resources Board in the development and construction of ground water wells and a water treatment plant in the Big River Management Area. PLDW is currently advising the Water Resources Board on the advantages of procuring the project using the design/build approach. It is anticipated that the project will be delivered using a design/build approach, in which case PLDW will advise the Water Resources Board on the legal and legislative requirements necessary to proceed under such an alternative delivery approach. We are also assisting the Water Resources Board in the preparation and negotiation of water purchase agreements and the drafting of necessary legislation.
- ***Tri-Town Board of Water Commissioners, Massachusetts*** – PLDW is currently representing the Tri-Town Board of Water Commissioners in the development of a regional water treatment facility that will serve the Towns of Braintree, Holbrook and Randolph. The project is being procured on a design/build basis and will be undertaken pursuant to special legislation PLDW drafted for the project. PLDW's ongoing representation of the Tri-Town Board will include assisting the Tri-Town Board with the procurement process, including participation in the preparing the RFQ and RFP, interviewing proposers, and negotiating and drafting the final design/build contract.
- ***Rockland County Sewer District No. 1, New York*** – PLDW represented Sewer District in the development of an advanced wastewater treatment plant on a design/build/operate basis, which was the first municipal wastewater design/build or design/build/operate project in New York. Mr. West was responsible for reviewing New York law to determine whether the wastewater treatment plant could be developed pursuant to a design/build/operate approach under the existing statutory framework, as well as



applicable case law. In determining that legislation was necessary to carry out such a project on a design/build/operate basis, Mr. West was the principal author of the enacted legislation. Mr. West also assisted the Sewer District with the drafting of the procurement documents, the evaluation of proposals, and served as lead negotiator and principal drafter of the design/build/operate agreement. During the period of construction, PLDW also represented the Sewer District with the development of multiple pump stations pursuant to a value engineered and constructed approach. PLDW continues to represent the Sewer District with legal issues arising under the design/build/operate agreement, as well as for the expansion of the Sewer District's sanitary sewer system and other related matters.

- ***Town of Poughkeepsie, New York*** – PLDW assisted the Town in the development and negotiation of a contract to privatize operations, maintenance and management at the two wastewater treatment facilities owned by the Town and is continuing to serve as special counsel to the Town in connection with ongoing matters.
- ***Providence Water Supply Board, Rhode Island*** – PLDW serves as executive counsel to the Providence Water Supply Board (“PWSB”). The Team provides extensive legal services to the PWSB including representing PWSB in civil litigation matters, providing employment law related counsel, and giving advice regarding contract law issues. PLDW advises PWSB in connection with its general regulatory and administrative affairs, including human resource functions and broad policy initiatives. In addition, we provide advice in relation to the Rhode Island Department of Environmental Management permitting issues.
- ***City of Fall River, Massachusetts*** – PLDW is currently advising the City as it seeks qualified vendors to design, build, finance, own, operate, and maintain its municipal wastewater biosolids processing facility. PLDW will advise the City on the legal issues surrounding the procurement and will assist the City with the procurement process, including preparing the RFQ and RFP, interviewing proposers and negotiation and drafting the final contract.
- ***City of Taunton, Massachusetts*** – Mr. West and members of the Municipal Infrastructure Team represented the City in the privatization of the City of Taunton's wastewater collection system, which included the operation and maintenance of the system as well as design/build of significant improvements, including pump stations and CSO-related capital improvements. He was also involved in the NPDES permit modification negotiation process.
- ***City of Lawrence, Massachusetts*** – Mr. West and members of the Water Team represented the City of Lawrence with a procurement to privatize the City's water treatment system, including the design/build of a new water treatment plant and the long-term operation of such plant as well as the City's water distribution system. They also



represented the City with the procurement of the private operation of its existing water treatment plant during the construction of the new plant.

The Municipal Infrastructure Team has also been involved in several recent projects where it has demonstrated its expertise in matters relating to water utility governance, particularly in complex multi-community settings:

- ***Binghamton-Johnson City Joint Sewage Board, New York*** – PLDW, in conjunction with GHD Consulting Engineers, represented the Binghamton-Johnson City Joint Sewage Board (“BJCJSB”) to determine the legal authority and draft and promulgate flow control regulations which would drastically reduce the amount of inflow and infiltration that is processed by a sewage system serving the City of Binghamton as well as several municipalities in the area. PLDW attorneys conducted a thorough and comprehensive analysis of the Intermunicipal Agreements between the City of Binghamton and the Village of Johnson City which created the BJCJSB, the agreements between BJCJSB and its outside users and each of the outside user’s local sewage laws. Additionally, PLDW attorneys analyzed Industrial Wastewater Discharge Permits, the Laws of the Joint Sewage Treatment Plant and the Rules and Regulations of the Joint Sewage Treatment Plant. PLDW attorneys concluded that the BJCJSB did in fact have the authority to unilaterally impose flow management on each user of its system. As a result, BJCJSB has adopted the recommendations and has begun the process of implementing their plans to reduce the presence of inflow and infiltration.
- ***Tulsa Metropolitan Utility Authority, Oklahoma*** – PLDW is a member of the Infrastructure Management Group’s (“IMG”) team of professional advisors and consultants conducting a comprehensive assessment of the water and sewer system for the Tulsa Metropolitan Utility Authority (“TMUA”). The Team’s PLDW members reviewed and analyzed the legal structure, lease agreements, and operating and maintenance contracts which define TMUA governance protocols and its relationship with the City of Tulsa as it fulfills its charge to provide water and wastewater services. It also evaluated the service contracts which exist between TMUA and additional communities and identified the impacts of covenants contained within TMUA’s bonds, as well as assisted with the development of strategic options such as public-private partnerships.

The Municipal Infrastructure Team has also done substantial work on litigation and construction claims matters in the water utility sector, including:

- ***Rockland County Sewer District No. 1, New York*** – As part of its on-going representation of the Sewer District, the Municipal Infrastructure Team has successfully defended against an array of both construction claims and state enforcement actions.



- *Water Research Foundation, Denver, Colorado* – The Municipal Infrastructure Team and the Cadmus Group are producing a best practices guide for water utilities for legal protection and management of claims before, during, and after an infrastructure failure event. The scope of the best practices guide will include prevention and cost recovery of water infrastructure damages due to third party construction activities, mitigation strategies for third party claims resulting from water utility construction projects or water main break events, and effective records collection and evidence management practices. The project consists of a comprehensive literature review, utility case studies, and stakeholder interviews. The best management practices guide will help utilities prepare for and successfully manage risk management, legal issues, and damage claims associated with infrastructure failure events.

The Municipal Infrastructure Team and its members have also provided broad services to a long list of water utilities, which additionally includes:

- *Broome County, New York*
- *City of Holyoke, Massachusetts*
- *Lynn Water and Sewer Commission, Massachusetts*
- *Springfield Water and Sewer Commission, Massachusetts*
- *City of Cranston, Rhode Island*
- *City of Philadelphia, Pennsylvania*
- *Florida Keys Aqueduct Authority, Florida*
- *City of Atwater, California*
- *City of Fillmore, California*
- *City of Fresno, California*
- *City of Stockton, California*
- *Fulton County, Georgia*
- *City of Tacoma, Washington*
- *Puerto Rico Aqueduct and Sewer Authority, Puerto Rico*
- *United States Navy*

Real Property Law. Over the past several decades, the expansion of the traditional role of local government in the areas of planning, zoning and land development has created an environment of increasing government regulations in both the private and public sectors. PLDW offers creative solutions within this changing environment and serves a broad range of municipal clients throughout the Northeast, including in Connecticut.

As it relates to the public sector, our lawyers have extensive experience representing local and municipal governments, with a particular emphasis on land use, zoning, environmental and redevelopment matters from planning, regulatory and financing perspectives. We have represented local governments throughout the United States in these matters and other matters that affect the day-to-day affairs of government, such as public contracting, “sunshine” laws and public finance. Several of our lawyers are former town solicitors and city attorneys who provided

PANNONE
LOPES
DEVEREAUX &
WEST LLC

counselors at law



in-house legal guidance and advice on land development regulations, zoning ordinances and comprehensive plans, including acting as legal counsel to the Zoning Board of Review, the Planning Commission and Town Board for such municipality. We also serve as special counsel for redevelopment activities for many cities, counties and redevelopment agencies.

Our team has developed and drafted portions of comprehensive plans in municipalities and counties, impact fee ordinances and many other local land development ordinances and regulations, and handled the contracting and financing of major capital improvement plans. PLDW's real estate, governmental and public finance practice areas work together to develop the strategy to finance required capital improvements.

Litigation at the state and federal levels creates an ever-changing body of case law in the fields of land use, land regulation and other related areas. PLDW regularly represents clients in such matters before federal, state and local courts, as well as appellate courts at all levels.



IV. OBJECTIVES AND STRATEGIES

PROJECT OBJECTIVES

As legal counsel to the Town, PLDW will provide high-quality, cost-effective legal services for the duration of the engagement. As with this engagement, PLDW generally approaches such engagements on a task-by-task basis, with the overall goal of providing its clients with legal assistance to seamlessly develop and implement their municipal infrastructure needs.

Upon selection, PLDW will initially meet with representatives from the Town to review the goals and expectations for our involvement with the Project. The objective of this meeting will be to provide a smooth transition for PLDW into the Project, and to foster a good working relationship between PLDW and the Town for the duration of PLDW's engagement.

PLDW's goal is to serve as a key outside legal advisor to the Town during the engagement. In this regard, PLDW will advise the Town on legal issues relative to the development and transition of the Town and the University's water supply system. During the engagement, PLDW will work closely with the Town, review and comment on all documentation, and provide legal advice and representation to the Town at any public hearing, meeting or proceeding. PLDW's objective as legal counsel will be to support and consult the Town as it develops a plan that serves the Town's best interests and achieves the Town's objectives within the time frame outlined by the Town.

PROJECT STRATEGY

In the Request for Qualifications to provide legal services to the Town, three (3) main objectives were outlined for the Project:

- (1) To ensure access to additional water supply to support the Town's current operations and projected future growth and development, in a planned, sustainable and environmentally responsible manner;
- (2) To participate fully in shaping the current and future strategic direction of regional water supply development; and
- (3) To collaborate with the University of Connecticut, state regulators and other interested parties to craft and execute a pragmatic plan to achieve these objectives.

Generally, several ownership and operational structures are available to local governments for their water supply system. Whether one option is better than the other depends on the particular circumstances involved, the objectives being sought and the advantages and disadvantages each alternative presents. The same is true here, where the Town is seeking to ensure access to additional water supply to support current operations and projected future growth and



development for the Town, while considering the diminishing role the University is seeking regarding the water supply system.

The Town does not currently operate its own water supply system and is served by the University's water supply system that serves the water needs of the University and also supplies water services to private properties in the Town. As a result, the water supply plan developed for the Town's water supply system must serve the dual interests of the Town and the University.

Based on our experience with similar projects, we would work early on with the Town to identify the specific interests and objectives the Town is seeking to achieve in order to assess which ownership and operations structure best suits the Town. In addition, PLDW would meet with representatives from the University in order to identify the objectives, interests and best alternative to serve the needs of the University and its students so that PLDW can properly assist the Town in also effectively addressing the University's issues. As with other projects where competing interests are involved, PLDW will make it a priority to ensure that a cohesive working relationship is developed between the Town and the University so that a water supply plan is developed that meets the objectives of the Town.

The Town and the University have done an extensive amount of work identifying solutions to operate the water system and ensure adequate supply. The Town developed its Water Supply Plan (2002) for the purpose of evaluating drinking water supply needs in the Town, particularly those areas not served by the University. The University contracted with Connecticut Water since November 2005 to operate and manage the water system. The University's engineer identified various alternatives available to the University for its water supply system in its Water and Wastewater Master Plan (June 2007). More recently, the University's Water Supply Plan (May 2011) identified the need for additional water supply for the University and the Town. In addition, the Town's 2011 study of water supply options for redevelopment of the Mansfield Four Corners area identified future areas of water need in the Town that were not committed by the University in its 2011 Water Supply Plan. The Town and the University co-commissioned a Connecticut EIE assessing alternative methods of meeting additional water supply requirements and the Notice of Scoping was amended on June 5, 2012, to include a possible interconnection to MDC and released for public review and comment.

A range of alternatives have been identified to address the water supply deficiencies and are currently under consideration including: (i) interconnecting with an existing reservoir based utility including Connecticut Water, Windham Water or MDC; (ii) the development of new groundwater supply wells which including three possible sites along the Willimantic River and five possible sites near Mansfield Hollow; and (iii) the relocation of Fenton Well A. Each alternative provides a different set of challenges legally, financially and operationally. PLDW has the expertise and experience necessary to deliver comprehensive legal services to the Town for the transition and development of the Town's water supply system.

The appropriate solution will likely depend on the evaluation of the economics of the water supply alternatives and future management and ownership alternatives. Various legal structures



will also have to be considered as part of the evaluation process and may vary considerably depending on which solution is implemented. The range of legal structures to be analyzed will likely include the possible purchase of additional water supply and continued operations and management of the system by an entity pursuant to an operations agreement similar to the contract the University has had with Connecticut Water since November 2005. Another legal structure that would likely be analyzed is the possible lease or sale of the water system to Connecticut Water, Windham Water or MDC that may be subject to rate regulation by PURA or a Regional Water Authority established by the Town and the University to regulate future operations. For example, if the Town and the University determines that the best course of action is to lease or sell the system to Connecticut Water, then it may make sense to set up a local Advisory Board with representatives of the Town and the University to provide input on system operations, but to allow PURA to regulate Connecticut Water in a manner similar to its regulated water services in other areas of the state in order to diminish the University's involvement in the water system. Alternatively, if MDC is selected to provide additional water supply to the Town and the University in a manner similar to MDC's interconnection agreement with the Town of Portland then it may make sense to explore the creation of a Regional Water Authority with representatives from the Town and the University to regulate the future rates and operations of the water system. Various other legal structures and issues will have to be analyzed to assist in evaluating water supply alternatives and future management and ownership alternatives as the appropriate solution is identified and implemented. PLDW has extensive experience with the range of alternatives that will be considered by the Town to resolve its water supply issues in a cost effective manner that meets Town's objectives.

To provide the Town with the best plan moving forward, PLDW will work with the Town and its engineers and advisors to assess each of these issues as it relates to the Town's potential ownership and operational structures. Teno A. West, the client contact and team manager on this engagement, is a national expert in the areas of municipal infrastructure, public contracts and procurement law, and has significant experience with public water supply matters. In addition, PLDW will address the regulatory and legislative requirements necessary to implement the water system plan. Paul J. Corey was formerly the Executive Director of the DPUC which is now PURA and brings substantial water utility regulatory experience to the Project. Mr. Corey has worked on numerous water system consolidations and water company mergers and has extensive experience working with the Department of Public Health and Department of Environmental Protection on water supply issues.

Additionally, Josh J. Meyer and Steven A. Torres have national experience in the area of infrastructure and procurement law and routinely advise clients with respect to special contract and finance matters. This Project will involve numerous constituents including the Town, the University, multiple state regulatory agencies, water utilities and public input. The PLDW team is also uniquely qualified to engage the intergovernmental issues which this assignment is likely to involve. The potential crafting of relationships between the Town, the University and, for example, Connecticut Water, Windham Water or the MDC, will require both specialized legal expertise and an understanding of the workings of local, state and regional water utility issues. Bruce H. Tobey has extensive legal experience advising and representing governments on

PANNONE
LOPES
DEVEREAUX &
WEST LLC
counselors at law



environmental policy, programs and financial and regulatory matters with a specialty in water and wastewater infrastructure.

Finally, through their past experience as a long-time Mayor/Chief Executive Officer, as a Town Administrator, as senior counsel to one of the nation's largest regional water and wastewater service districts, as Executive Director of the state's water utility rate regulatory authority, and as in-house General Counsel in several municipalities, numerous members of our team have the requisite experience to assist the Town with these complex matters and the public process that will ensue. Their records of success in both crafting and administering new inter-municipal utility relationships and analyzing and sustaining existing regional entities will contribute significantly to the PLDW team's success in representing the Town in this engagement.



V. FEE STRUCTURE

PLDW is committed to providing pricing arrangements that serve the best interest of our clients. To that end, we work with our clients to develop a fee arrangement that fits the scope, nature and subject matter of an engagement. We understand the current financial conditions facing local governments and are more than willing to offer fees that recognize these tough circumstances.



REFERENCES

The following is a list of references for PLDW which may be contacted in connection with your decision to retain us:

Dianne T. Philipps, P.E.

Executive Director

Rockland County Sewer District No. 1

4 Route 340

Orangeburg, New York 10962

(845) 365-6084

Joseph Nicholson, Jr., Esq.

City Solicitor

City of Newport

43 Broadway

Newport, Rhode Island 02840

(401) 845-5423

Hon. Joseph C. Sullivan

Mayor, Town of Braintree

Commissioner, Tri-Town Board of Water Commissioners

1 John F. Kennedy Memorial Drive

Braintree, Massachusetts 02184

(781) 794-8100

John W. Betkoski

Vice Chairman

Public Utilities Regulatory Authority

10 Franklin Square

New Britain, CT 06051

(860) 827-2803

April 4, 2013

PRIVILEGED AND CONFIDENTIAL
ATTORNEY-CLIENT COMMUNICATION

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

Re: Legal Services for the Town of Mansfield relating to the Town's Water Supply

Dear Mr. Hart:

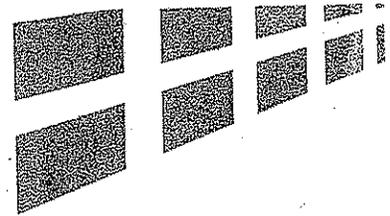
Thank you for retaining PANNONE LOPES DEVEREAUX & WEST LLC ("PLDW") to represent the Town of Mansfield, Connecticut (the "Town") in connection with the Town's water supply. This letter will confirm our representation. Enclosed are PLDW's Standard Terms of Engagement which outline the firm's policies and obligations as well as your rights and responsibilities in connection with this attorney-client relationship. Please contact me at the number listed above to discuss further if you have any questions concerning the policies or scope of this engagement.

During the course of this relationship I will serve as the supervising partner with respect to the services to be provided in this engagement and will be assisted by other partners, associates and legal assistants as appropriate on a case by case basis. I will be the contact to the Town and supervise all lawyers and paralegals performing the work.

All services provided with respect to this engagement will be billed on a current basis with monthly invoices sent to you that will contain full detail as to the specific effort, hourly rates and reimbursable expenses incurred by PLDW on your behalf. PLDW is committed to providing competitive pricing for our services and will manage the engagement through a team approach which provides quality legal services in a cost-effective manner. We propose the following hourly fee schedule for this engagement:

Principals Assigned	Hourly Rate
Partner	\$295.00
Senior Counsel	\$250.00
Associates	\$195.00

Matthew W. Hart, Town Manager
Town of Mansfield
April 4, 2013



If the terms described above and in the attached Standard Terms of Engagement are satisfactory, please so indicate by signing and returning the enclosed copy of this letter in the enclosed self-addressed, stamped envelope provided for your convenience. Please be assured that although the Standard Terms of Engagement appear formal, they are intended to make certain that we have fully disclosed the terms of our engagement prior to commencing legal work on your behalf.

On behalf of the firm, I sincerely thank you for this opportunity and look forward to working with the Town on this important public interest project.

Sincerely,

PANNONE LOPES DEVEREAUX & WEST LLC

Teno A. West
Partner

Enclosures

ACKNOWLEDGED AND AGREED TO
this _____ day of _____, 2013

TERMS OF ENGAGEMENT

This document confirms our respective obligations to each other and how our charges will be determined and billed. Experience has shown that an understanding of these matters will contribute to a better relationship between us, and that in turn makes our efforts more productive.

Our engagement and the services that we will provide to you are limited to the matters identified in the accompanying letter. Any changes in the scope of our representation as described in the letter must be approved in writing. The scope of this engagement is limited to legal services and you agree to provide us with the factual information and materials we require to perform such services and it is our understanding that you will make such business or technical decisions and determinations as are appropriate. PANNONE LOPES DEVEREAUX & WEST LLC does not provide tax, business, investment, or accounting advice.

Confidentiality and Related Matters

As a matter of professional responsibility, we are required to preserve the confidences and secrets of our clients. The legal privilege for attorney-client communications exist to encourage candid and complete communication between a client and his lawyer and it is possible to perform beneficial services only if we are aware of all information that might be relevant to our representation. The attorney-client relationship with you will be based on mutual confidence and unrestrained communication that will facilitate our proper representation of you with respect to this matter. In those instances in which we represent a corporation or other entity, our client relationship is with the entity and not with its individual executives, shareholders, directors, partners, or persons in similar positions, or with its parent, subsidiaries, or other affiliates, unless otherwise agreed in writing.

Fees and Billing

The fees charged for services rendered are guided primarily by the time and labor required; however, we also consider other appropriate factors, such as the novelty and difficulty of the legal issues involved; the legal skill required to perform the particular assignment; time-saving use of resources (including research, analysis, data and documentation) that we have previously developed and stored electronically or otherwise in quickly retrievable form; the fee customarily charged by comparable firms for similar legal services; the amount of money involved or at risk and the results obtained; and the time constraints imposed by either the client or the circumstances.

In determining a reasonable fee for the time and labor required for a particular matter, we consider the ability, experience, and reputation of the lawyer or lawyers in our firm who perform the services. To facilitate this determination, we internally assign to each lawyer an hourly rate based on these factors. Time is recorded and billed in one-tenth hour (six minute) increments.

We will seek to assign lawyers to various tasks at the lowest hourly rates possible and consistent with the skills, time demands, and other factors influencing the professional responsibility involved in each matter. As circumstances require, the services of lawyers in the firm with special skills or experience may be sought when that will either (a) reduce the legal

expense to you; (b) provide a specialized legal skill needed; or (c) help move the matter forward more efficiently.

Out-of-Pocket Expenses. In addition to legal fees, you are responsible for the reimbursement of out-of-pocket expenses that we have advanced on your behalf which will be itemized on each statement. Advanced expenses generally will include such items as travel, postage, filing, recording, certification, and registration fees charged by governmental bodies. Our internal charges typically include such items as toll calls, facsimile transmissions, overnight courier services, mileage, certain charges for terminal time for computer research and complex document production, and charges for photocopying materials sent to the client or third parties or required for our use. We may request an advance cost deposit (in addition to the advance fee deposit) when we expect that we will be required to incur substantial costs on behalf of the client.

During the course of our representation, it may be appropriate to engage third parties to provide services on your behalf which would include consulting or expert testimony, investigators, providers of computerized litigation support, and court reporters. In order to preserve the "work product" protection afforded to such services, our firm may assume responsibility for retaining the appropriate service providers. You are agreeing to be responsible for the payment of all fees and expenses directly to the service providers or reimbursement to PANNONE LOPES DEVEREAUX & WEST LLC for payments made on your behalf.

Billing. If you require, statements will be forwarded to you on a monthly basis and each statement is due when rendered. The statement will include a summary of each matter for which legal services are rendered and a fee is charged.

In the event that invoices are not paid in a timely manner, we reserve the right to discontinue services (including, without limitation, withdrawing as counsel in any litigation matter) and if a statement has not been paid within thirty (30) days from the date of the statement, we may impose an interest charge of 1.25 percent per month (a 15 percent annual percentage rate) from the 30th day after the date of the statement until it is paid in full. Interest charges apply to specific monthly statements on an individual statement basis. Any payments made on past due statements are applied first to the oldest outstanding statement. In the event that collection proceedings are required, the firm is entitled to recover its attorneys' fees and expenses.

Questions About Our Bills. If you should have any questions concerning an invoice please direct your inquiry to either myself or the Billing Department at 401-824-5160 (Direct). Our goal with respect to this engagement is for you to be satisfied with the representation which will make every effort to be efficient and reasonable in terms of legal fees for the services rendered. We will attempt to provide as much billing information as you require and in such customary form that you desire, and are willing to discuss with you any of the various billing formats we have available that best suits your needs.

Arbitration of Fee Dispute

We have the sole and exclusive right to withdraw from representing you in any matter (including a litigation matter) if any of our fees or costs are not paid when due. Any disputes regarding non-payment of fees or costs or the reasonableness of any fees or costs billed by us shall solely and exclusively be submitted for resolution to the fee arbitration procedure established by the Rhode Island Bar Association; provided, however, consent of PANNONE LOPES DEVEREAUX & WEST LLC shall be required where the client fails to raise a good faith dispute to payment prior to initiation of collection proceedings against the client. Any such arbitration shall take place in Providence, Rhode Island. The result of any such arbitration shall be binding on both the client and PANNONE LOPES DEVEREAUX & WEST LLC to the fullest extent permitted by law.

Relationships with Other Clients

From time to time, PLDW represents borrowers and lenders on financial, real estate, investment and other transactions. You agree and acknowledge that this course of representation in and of itself shall not constitute any conflict of interest unless such representation would not comply with the relevant rules of professional conduct.

During the term of this engagement, we agree that we will not accept representation of another client to pursue interests that are directly adverse to your interests unless (a) PLDW reasonably believes that we will be able to provide competent and diligent representation to you and the other client(s); (b) the representation is not prohibited by law; (c) the representation does not involve the assertion of a claim by you or the other client against the other in the same litigation or other proceeding before a tribunal; and (d) you and the other client give us your respective informed consent, confirmed in writing.

Termination

Upon completion of the matter to which this representation applies, or upon earlier termination of our relationship, the attorney-client relationship will end unless you and we have expressly agreed to a continuation with respect to other matters. We hope, of course, that such a continuation will be the case. The representation is terminable at will by either of us. The termination of the representation will not terminate your obligation to pay fees and expenses incurred prior to the termination.

Your agreement to this engagement constitutes your acceptance of the foregoing terms and conditions. If any of the terms and conditions are unacceptable to you, please advise in order that we may resolve any differences and proceed with a clear, complete, and consistent understanding of our relationship.

Notification to Clients of Their Rights and Responsibilities

Client's Statement of Rights and Responsibilities

In an attorney/client relationship, each party has certain rights. A right that both parties have is to be treated at all times with courtesy and respect. This statement first explains your rights as a client when you hire an attorney, and immediately afterwards what your attorney has the right to expect of you. This statement is intended to promote better communication and prevent misunderstandings between you and your attorney.

As the client in a legal matter, you have the right to expect that:

1. Your attorney will handle your legal matter competently. When hiring an attorney, you have the right to ask questions about the attorney's education, training, and experience and expect that your attorney will remain current with recent developments in the law that relate to your matter.
2. Your attorney will charge you a reasonable fee and explain how it will be computed and when payments are expected from you. If you are not a regular client, your attorney will give you a written statement before, or as soon as the work begins indicating the basis or rate of the fee you will be charged. If you are asked to pay a retainer, your attorney will explain how it will be spent and, if you ask, will provide you with a periodic written statement detailing how it has been spent. If your attorney is working on a contingent-fee basis, your attorney will put in writing, in advance, what the attorney's percentage will be, whether you will be billed for costs and expenses, and whether deductions will be taken from your settlement prior to calculating the fee.
3. Your attorney will work diligently for you and pursue the lawful means necessary to present or defend your case.
4. Your attorney will strive to resolve your legal matter promptly and will inform you if for any reason it cannot be resolved in a timely fashion.
5. Your attorney will respond to reasonable questions about the progress of your legal matter and will explain office policies to you to ensure satisfactory communication with you, including:
 - How to reach your attorney.
 - When and how your telephone calls will be returned.
 - How to obtain copies of paper/documents from your legal file.
6. Your attorney will exercise independent, professional judgment on your behalf free from any conflict of interest.

7. Most of your communications with your attorney are confidential. Your attorney will explain to you when the statements you make or secrets you reveal about your case cannot be kept confidential.

8. You have the right to make final decisions regarding your legal matter. Your attorney will discuss the negotiation process with you and will agree to a settlement offer only if you have approved it.

9. Your attorney will explain to you, in advance, any major expenses anticipated in your legal matter.

10. Your attorney will tell you if other lawyers will be involved in your representation and how the cost to you for their involvement will be calculated.

11. When your fee is not a single, set amount, your attorney will give you periodic billings detailing your fees, costs, and expenses.

12. If legal fees will be applied against a settlement, your attorney will provide you with a final statement after the matter is concluded detailing what costs and expenses are being applied against your settlement and the amount you will receive.

As your legal advisor, your attorney has the right to expect that:

1. You will make a full and honest disclosure of all of the facts - good and bad - that relate to your legal matter and you will inform your attorney about any new facts or circumstances that may affect your case as they arise.

2. You will adhere to your fee agreement with your attorney, pay your bills for all work that has been performed, and pay for all costs advanced for you. If you have any questions about your bill, you will discuss them with your attorney.

3. You will seek your attorney's advice before discussing any information relating to your legal matter with others.

4. You will tell your attorney if you have any concerns or reservations about the advice you are being given.

5. You will be on time for all court hearings and appointments with your attorney or let your attorney know in advance if you cannot be on time.

6. If you cannot reach your attorney when you telephone the office, you will leave your name and telephone number and a brief message.

7. You will complete the tasks requested by your attorney in a timely fashion or let your attorney know when you cannot.

8. You will discuss your expectations about what you want to accomplish in your legal matter with your attorney. When your expectations are not being met, you will talk to your attorney about it. You have the right to change attorneys if you are dissatisfied with the representation you are receiving. However, in certain circumstances, you will need the court's permission. It is also important for you to know that your attorney may decide to stop representing you. This may be due to your not meeting your obligations to your attorney or for some other reason. This too may require court permission.

This Client's Statement of Rights and Responsibilities is based on the Rhode Island Rules of Professional Conduct for attorneys. If you have any questions about this statement of your rights and obligations, you should contact the Rhode Island Bar Association at 115 Cedar Street, Providence, Rhode Island 02903 telephone: (401) 421-5740.

PANNONE LOPES DEVEREAUX & WEST LLC

PRIVACY STATEMENT

PANNONE LOPES DEVEREAUX & WEST LLC is committed to safeguarding the confidential information of its clients. As required by our profession's ethical and legal obligations, maintaining the confidentiality of your personal information is one of our primary responsibilities. Consistent with these obligations we are sending you this privacy notice to help you understand how we handle and protect the personal information we collect.

The nonpublic personal information we collect from a client depends upon the scope of the client engagement. It may include:

Information we receive from you, including name, address, telephone number, Social Security number and information about your financial status, such as employment, income, monthly expenses, and assets; and

Information about your transactions with third parties, including information regarding your financial status and financial history.

Consistent with the ethical obligations of our profession, we hold all nonpublic personal information provided to our firm by its clients in the strictest confidence. We also limit access to your information to those attorneys and staff members who have a professional reason for knowing the information and to other persons who are assisting us in the representation and to whom you have permitted us to disclose the information. We do not provide non-affiliated persons, firms or companies with your personal information unless you have authorized such disclosure or such disclosure is permitted or required by law.

As technology continues to advance, you can be sure that we will maintain the physical, electronic, and procedural safeguards necessary to keep your personal financial information confidential and secure. PANNONE LOPES DEVEREAUX & WEST LLC will notify you of any changes in its ethical obligations applicable to your confidential information or in the firm practice with respect to discharging such obligations.

We value your trust and are firmly committed to protecting the security and privacy of information that you share with us.

Chapter 76. PURCHASING

§ 76-4. Solicitation and award procedures.

A. As provided in the Town Charter, the Director of Finance shall serve as the Purchasing Agent for the Town, and shall be responsible for the procurement of all products and services for the Town. Subject to the limitations set forth in the Charter and in § 76-3B of this chapter, the Purchasing Agent shall have the authority to approve all contract specifications, prescribe the method of source selection to be utilized in the procurement of all products or services, award all contracts for products and services based on a determination of the bidder who offers the best value to the Town, and shall have the authority necessary to enforce the purchasing provisions of the Charter and these rules. In addition, the Purchasing Agent shall have the following specific duties:

- (1) To inspect all supplies, material and equipment ordered by and delivered to the Town to ensure compliance with specifications and conditions affecting the purchase thereof, or delegate the inspection thereof to such Town employees as are authorized to purchase said supplies, materials or equipment in accordance with Subsection B of this section.
- (2) To procure and award contracts for, or supervise the procurement of, all products and services needed by the Town, and to maintain custody and care of all contracts for goods and contractual services to which the Town is a party.
- (3) To transfer between offices or sell, trade, or otherwise dispose of surplus supplies, materials, or equipment belonging to the Town.
- (4) To prepare, issue, revise, and maintain all bid specifications and to establish and maintain programs for specification development, and the inspection, testing, and acceptance of products and services.
- (5) To prepare and adopt operational procedures governing the procurement functions of the Town.
- (6) To have the discretion and authority for cause to disqualify vendors and to declare them to be irresponsible bidders and to remove them from receiving any business from the Town.

- (7) To cancel, in whole or in part, an invitation to bid, a request for proposals, or any other solicitation, or to reject, in whole or in part, any and all bids or proposals when to do so is in the best interests of the Town.
 - (8) To require, when necessary, bid deposits, performance bonds, insurance certificates, and labor and material bonds or other similar instruments or security which protect the interests of the Town.
 - (9) To procure for the Town all federal and state tax exemptions to which it is entitled.
 - (10) To ensure that the Town is exempt from state fair trade laws as provided by the Connecticut General Statutes.
 - (11) To join with other units of government and with private sector organizations in cooperative purchasing plans when the best interests of the Town would be served.
- B. Delegation to other Town officials. With the written approval of the Town Manager, the Purchasing Agent may delegate any portion of the authority to purchase certain products and services to other Town employees, if such delegation is deemed necessary and appropriate for the effective and efficient operation of Town government and for the procurement of those items. The Purchasing Agent, with the written approval of the Town Manager, may revoke such delegation at any time. The person to whom such authority is delegated shall be responsible for complying with the requirements of the Charter, this chapter and any rules or regulations which may exist relating to the execution of the procurement process.
- C. Methods of source selection. In accordance with Article V of the Town Charter, unless otherwise prescribed by law, the Purchasing Agent shall take advantage of all prudent purchasing methods and opportunities available in the marketplace. This includes, but is not limited to, such methods as competitive sealed bids, competitive sealed proposals, competitive negotiation, sole-source procurement, small purchase procedures, credit card procedures, bulk ordering, emergency purchases, multi-step bidding, Internet purchasing, use of cooperative purchasing plans and public auctions. In deciding which method to utilize, the Purchasing Agent may take into consideration the following factors:
- (1) How to obtain the best value for the commodity.
 - (2) Whether or not to utilize a fixed-price or fixed-service contract under the circumstances.
 - (3) Whether quality, availability, or capability is overriding in relation to price.
 - (4) Whether the initial installation needs to be evaluated together with subsequent maintenance and service capabilities and what priority should be given to these requirements.
 - (5) What benefits are derived from product or service compatibility and standardization and what priority should be given these requirements.

- (6) Whether the marketplace will respond better to a solicitation permitting not only a range of alternative proposals, but evaluation, discussion, and negotiation of them before making the award.
- (7) What is practicable and advantageous to the Town.
- (8) The availability of vendors.
- (9) The efficiency of the process.
- (10) The fair and equitable treatment of potential participants.
- (11) The degree to which specifications can be made clear and complete.
- (12) The timeliness of the process to the needs of the Town.

D. Award of contract. Contracts shall be awarded, by the Purchasing Agent to the vendor who offers the best value to the Town. The Finance Committee shall be advised in the next quarterly financial report, or sooner when appropriate, when the Purchasing Agent awards a contract for goods or services (but not professional services as defined in Subsection I) other than by competitive sealed bid in accordance with Article V, § C506B(1)(c), of the Town Charter. Best value shall be determined by consideration of some or all of the following factors as deemed appropriate by the Purchasing Agent:

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

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

E. Common specifications and standards.

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

F. Sole-source procurement and brand name specification.

- (1) It is the policy of the Town to encourage fair and practicable competition consistent with obtaining the best possible value for the necessary products and services required by the Town. Since the use of sole-source procurement or a brand name

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

- (2) Any request by a using agency that procurement be restricted to one potential contractor or be limited to a specific brand name shall be accompanied by an explanation as to why no other will be suitable or acceptable to meet the need.
- (3) A record of all sole-source procurements and brand name specifications shall be maintained. Sole-source records shall list each contractor's name; the amount and type of each contract; a listing of the products or services procured under each contract; and the effective dates of the contract. Brand name records shall list the brand name specification used, the number of suppliers solicited, the identity of these suppliers, the supplier awarded the contract, and the contract price. The Town Council Finance Committee shall be advised, in the next quarterly financial report, or sooner when appropriate, when the Purchasing Agent and the Town Manager have made a determination of brand name or sole-source selection.

G. All purchases made and contracts executed by the Purchasing Agent shall be pursuant to a written or electronic purchase order from the head of the office, department or agency whose appropriation will be charged, and no contract or order shall be issued to any vendor unless and until the Director of Finance certifies that there is to the credit of such office, department or agency a sufficient unencumbered appropriation balance to pay for the supplies, materials, equipment or contractual services for which the contract or order is to be issued. This requirement may be deferred in the event that an emergency situation requires prompt action by the Purchasing Agent. This subsection will not prevent the use of open purchase orders or the use of a purchasing card program designed to consolidate many small transactions onto a single monthly invoice.

H. The responsible head of each department, office, institution, board, commission, agency or instrumentality of the Town shall certify, in writing, to the Purchasing Agent the names of such officers or employees who shall be exclusively authorized to sign purchase orders for such respective department, office, institution, board, commission, agency or instrumentality, and all requests for purchases shall be void unless executed by such certified officers or employees and approved by the Purchasing Agent.

I. Professional services. As the procurement of professional services is generally exempt from the requirements of competitive sealed bidding, all contracts for professional services, including legal services, shall be obtained in accordance with the following guidelines, with the exception of the Town Attorney who shall be chosen in accordance with Article III, § C305, of the Town Charter. The Town Manager shall execute an agreement for professional services with the appointed Town Attorney.

(1) A request for proposal (RFP) or request for qualifications (RFQ) shall be written for all requests for professional services [except as described in Subsection **I(3)** below] in excess of \$10,000. The RFP or RFQ shall be written in such a manner as to describe the requirement to be met, without having the effect of exclusively requiring a proprietary product or service, or procurement from a sole source, unless approved in accordance with the requirements of this section.

(2) When the scope of work is less precise, the preferred method of obtaining professional services shall be through the use of competitive negotiation. The process used for the solicitation of proposals shall assure that a reasonable and representative number of vendors are given an opportunity to compete. The Town Manager may limit the number of qualified vendors considered and may approve solicitation by invitation or public notice.



(3) In accordance with Article III, § C305C, of the Town Charter, the Town Manager, with the approval of the Town Council, may obtain special legal services other than the Town Attorney. In obtaining those services, the Town Manager may consider, in addition to hourly rate, the reputation, character and integrity of the firm, the quality of performance on previous contracts and services to the Town, the ability of the firm to provide these services over an extended period, and the ability, capacity, experience, skill and judgment of the attorneys performing the service.

(4) The award of a professional services contract shall be done in a manner designed to obtain the best possible value to the Town and with consideration of the factors listed in Subsection **D** of this section, titled "Award of contract."

(5) Professional services defined.

(a) Professional services are defined as:

[1] Work requiring knowledge of an advanced type in a field of study and which frequently requires special credentialing, certification or licensure. Such areas include but are not limited to engineers, architects, appraisers, medical service providers, consultants, actuaries, banking services, and legal; or

[2] Work that is original and creative in character in a recognized field or artistic endeavor or requires special abilities and depends primarily on a person's invention, imagination, or creative talent. Such fields or artistic endeavors include but are not limited to the following: health and fitness, cultural arts, crafts, ice skating, and specialty area instructors; and

[3] Work that requires consistent exercise of independent discretion and judgment to perform according to a provider's own methods and without being subject to the control of the Town except as to the result of the work.

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

(6) On behalf of the Town, the Town Manager shall have the authority and responsibility to execute professional service contracts in excess of \$10,000.

J. Invoice schedule. All contracts for goods, contractual services and professional services to which the Town is a party shall include a provision requiring the vendor or contractor to invoice the Town in a timely manner, pursuant to a schedule established by the Purchasing Agent.

K. Custody of contracts. All contracts for goods, contractual services and professional services to which the Town is a party shall be kept in the office of the Purchasing Agent and shall be under the care and custody of the Purchasing Agent unless the Purchasing Agent has delegated the authority to take custody of such a contract to another Town official in accordance with Subsection **B** of this section. All other contracts to which the Town is a party or to which any officer or board, bureau or commission of the Town, acting in behalf of the Town, is a party shall be kept on file in the Town Clerk's office and shall be under the care and custody of the Town Clerk. When any officer, board, bureau or commission of said Town shall require any original contract in which the Town is interested, as aforesaid, the contract shall not be taken from the Town Clerk's or Purchasing Agent's office until such officer, board, bureau or commission has given a receipt therefor, and a copy of such contract shall be filed with the Town Clerk or Purchasing Agent as soon as the same can be made. The above provisions shall not apply when any such contract is needed for temporary use in the Town building and is returned on the same day that it is taken.

PAGE
BREAK



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MH*
CC: Maria Capriola, Assistant Town Manager; Cynthia van Zelm, Executive Director, Mansfield Downtown Partnership
Date: April 8, 2013
Re: Review Charge to Mansfield Downtown Partnership

Subject Matter/Background

Councilor Freudmann has requested that this item be added to the Council's agenda.

For your reference, please note that the Mansfield Downtown Partnership, Inc. exists as a Section 501(c)(3) non-for-profit organization. In 2002, the Town Council designated the Downtown Partnership to serve as the municipal development agency for Storrs Center. The Town Council has not extended this designation to the Four Corners and King Hill Road areas. While the original mission statement adopted by the Partnership's Board of Directors stated that the agency would take a lead role in coordinating the development of the Four Corners and King Hill Road areas, the Partnership has recently completed a strategic planning exercise and updated its mission statement to reflect a more complimentary role in the development of those two commercial areas (see p. 2 of the strategic plan).

Cynthia van Zelm, Executive Director of the Mansfield Downtown Partnership, will be available at Monday night's meeting to assist the Council with its review of this item.

Attachments

- 1) Minutes of 05/28/2002 Town Council Meeting
- 2) Bylaws of Mansfield Downtown Partnership, Inc.
- 3) Mansfield Downtown Partnership Strategic Plan 2013-2015

**REGULAR MEETING MANSFIELD TOWN COUNCIL
MAY 28, 2002
Draft Form Only
No Attachments**

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

I. ROLL CALL

Present: Bellm, Haddad, Hawkins, Holinko, Paterson, Rosen, Schaefer, Stallard, Thorkelson

II. APPROVAL OF MINUTES

Mr. Schaefer moved and Mr. Haddad seconded to approve the minutes of May 13, 2002 as corrected. Under New Business item #4. Mr. Thorkelson move and Mr. Bellm seconded..... and further Mr. Bellm moved and Mr. Schaefer seconded to postpone to date certain ad to schedule an informational meeting on May 20, 2002 at 7:00 p.m. to have a question and answer time for the public and Council regarding the Downtown Mansfield Concept Master Plan.

So passed unanimously.

III. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

Mayor Paterson stated that since there were many people present who may wish to speak each person would have 3 minutes to speak and that everyone would speak for the first time and if time permits they could speak for a second time.

Bob Keplesky, 734 Storrs Road, spoke in support of the Recreation Advisory committee on the Management Plan for the Southeast Park. He also commented that he would like to see restrooms and a storage and concessions facility at the Park.

Michael Callahan, 21 Oakwood Dr., spoke in favor to the need for improvements at the Southeast Park Field. He would like to see restrooms, a storage facility, a concessions booth and a permanent source of water supply.

Allen Ward, 85 Ball Hill Road, thanked the Council for the Informational meeting which was held on May 20, 2002 regarding the Downtown Mansfield Concept Master Plan. He urged the by-laws be changed to reflect more Mansfield residents on the Development Agency Board.

Edith Allison, 549 Gurleyville Road, spoke in support of the Mansfield Downtown Partnership and urged Council not delay with the plans.

Maria Gogarten, 968 Warrenville Road, requested the Council postpone decisions on the Route 89/Mt. Hope Road intersection until more neighbors have been adequately notified. She did not receive her notification until Saturday.

Diane Nadeau, 150 Thornbush Road, Chairman of the Mansfield Football and Cheerleading Club, supports the Southeast Park and sports programs in Mansfield. 100's of youths use this facility in the Fall, Spring and Summer. There is still a need for storage area and concessions, water supply and restrooms.

Richard Sherman, 43 Pinewoods Lane, a resident in the area of Southeast Park, urged the Recreation department to start a ride pool board and to encourage carpooling. The number of cars at that facility has greatly increased.

IV. OLD BUSINESS

1. Small Cities Community Development Block Grant Program-Juniper Hill Village

Mr. Rosen moved and Mr. Thorkelson seconded to adopt the certified resolution necessary to submit the Town's application to the Small Cities Community Development Block Grant Program to provide for an addition/renovations to the existing kitchen and dining room as well as a parking lot expansion at Juniper Hill Village Senior Housing Complex.

So passed unanimously.

2. Small Cities Community Development Block Grant Program-Housing Rehabilitation Revolving Loan Program

Mr. Haddad moved and Mr. Thorkelson seconded to adopt the certified resolution necessary to submit the Town's application to the Small Cities Community Development Block Grant Program to continue the Town's existing housing rehabilitation program.

So passed unanimously.

★ 3. Downtown Mansfield Concept Master Plan-Implementation Alternatives ★

Mr. Thorkelson moved and Mr. Schaefer seconded to move to designate the Mansfield Downtown Partnership, Inc, as Mansfield's municipal development agency for the Storrs Center area, and to authorize the Partnership to proceed with the preparation of a municipal development plan pursuant to Sections 8-200b and 32-242a of the Connecticut General Statutes; and

To designate \$125,000.00 from the Capital Budget to fund the preparation of a municipal development plan for the Downtown Mansfield project; and

To stipulate that the Mansfield Town Council will not give final approval to any plans or proposals of the Municipal Development Agency until the Town Council reviews the revised By-laws, which address such concerns as democratic process, representation of the Mansfield constituency, election of Board Members, adequate notice of meetings; and

To stipulate that membership of the Board of Directors of the Mansfield Development Agency shall be limited to Mansfield residents, Mansfield taxpayers, owners and operators of businesses in the Town of Mansfield and those with a University of Connecticut affiliation; and

Further to stipulate that individual membership in the Mansfield Municipal Development Agency shall be available at a nominal cost.

So passed unanimously.

V. NEW BUSINESS

4. MVFC Ambulance Bid

Mr. Hawkins moved and Mr. Holinko seconded to amend the budget for this project by \$15,000 to a total of \$165,000 from the available fund balance in the CNR Fund for the MVFC Ambulance.

So passed unanimously.

5. Proposed Agreement with Celero Square Associates

Mr. Rosen moved and Mr. Schaefer seconded to approve the attached agreement with Celeron Square Associates and authorize the Town Manager to execute said agreement on behalf of the Town of Mansfield.

So passed unanimously.

6. Set FY 2002-03 Mill Rate

Mr. Schaefer moved and Mr. Stallard seconded:

BE IT RESOLVED: That the tax rate for the Town of Mansfield for Fiscal Year 2002-2003 be set at 27.50 mills, and the Collector of Revenue be authorized and directed to prepare and mail to each taxpayer tax bills in accordance with Connecticut General Statutes, as amended and such taxes shall be due and payable July 1, 2002.

So passed unanimously.

7. Stallard Resignation from Town Council

Mr. Schaefer moved and Mr. Holinko seconded to refer the resignation of Town Council Member James E. Stallard III to the Republican Town Committee for a recommendation.

So passed unanimously.

8. Coney Rock Preserve Management Plan

Mr. Thorkelson moved and Mr. Hawkins seconded to approve the Coney Rock Preserve Management as submitted by staff.

So passed unanimously

9. Lions Club Park Management Plan

Mr. Holinko moved and Mr. Schaefer seconded to approve the Lions Club Management Plan as submitted by the Recreation Advisory Committee.

So passed unanimously.

10. Southeast Park Management Plan

Mr. Hawkins moved and Mr. Schaefer seconded to approve the Southeast Park Management Plan as submitted by the Recreation Advisory Committee.

So passed unanimously.

11. Sunny Acres Park Management Plan

Mr. Rosen moved and Mr. Schaefer seconded to approve the Sunny Acres Park Management Plan as submitted by the Recreation Advisory Committee.

Some pages were missing in the report; corrected copies will be given to Council at next meeting.

Mr. Bellm moved and Mr. Haddad seconded to table this item.

So passed unanimously.

12. Route 89/Mt. Hope Road Intersection

Mr. Haddad moved and Mr. Bellm seconded to postpone consideration of ConnDOT's response concerning the Route 89/Mt. Hope Road intersection until the next meeting on June 10, 2002 in order to notify concerned residents and allow them to participate in the process.

So passed unanimously.

13. PZC Referral re: Pine Grove LLC Subdivision Application

No action needed.

14. Water Supply Plan

Mr. Schaefer moved and Mr. Stallard seconded to postpone consideration of the Water Supply Plan until the next meeting on June 10, 2002 in order to give the Council and interested residents an opportunity to review and consider the report.

So passed unanimously.

14a. Proclamation for Mansfield Lions Club

Mr. Schaefer moved and Mr. Thorkelson seconded to authorize the Mayor to issue the attached proclamation in honor and recognition of the Mansfield Lions Club.

So passed unanimously.

VI. DEPARTMENTAL REPORTS

Mr. Holinko inquired when the public relations and publicity about the Community Center was going to begin. He also suggested a sign be placed in the construction area informing people of the project.

VII. REPORTS OF COUNCIL COMMITTEES

Finance Committee will be meeting on June 12, 2002.

VIII. REPORTS OF COUNCIL MEMBERS

Mayor Paterson reported on the successful Memorial Day Parade and celebration. The State Legislature presented the Town with a Proclamation on the celebration of it's 300th Anniversary.

IX. TOWN MANAGER'S REPORT

On May 30th there will be a public information session/workshop at 7:00 p.m. in the Council Chambers on an ongoing "Lands of Unique Value" analysis for Mansfield.

Town Manager handed out the flyer regarding the scheduled events of the upcoming Tercentennial programs for June 2002.

Open Space Committee will be bringing a program on Preserving Land to Mansfield later this year.

The Mansfield Downtown Partnership will be meeting on June 4, 2002 at 4:00p.m. at the Partnership office.

The Community Center building project is progressing, the footings and walls of the gym area have been poured. The steel beams arrive on June 10.

Town Manager handed out a flyer about the June 6, 2002 plan of conservation and development orientation meeting. It will begin at 7:30 p.m. in the Council Chamber.

X. FUTURE AGENDAS

XI. PETITIONS, REQUESTS AND COMMUNICATIONS

15. ConnDOT News Release
16. M. Berliner re: Appointment to Library Board
17. Census Data: 2000
18. A.J.Rocque, Jr. re: Willington Household Hazardous Waste(HHW) Facility
19. State Board of Education Report
20. P.A. 02-74, An Act Concerning The Municipal Plan of Conservation and Development
21. Mansfield Hollow Lake Water Study
22. M. Berliner re: Population Data, Mansfield, Ct
23. G.R. Ivan, PhD. Re: Schweppe Well
24. Lands of Unique Value Workshop
25. P.A. 02-121, An Act Concerning Revisions to the CEPA
26. J. Pandolfo re: Partnership By-Laws

XII. EXECUTIVE SESSION

Not needed

XIII. ADJOURNMENT

At 8:28 p.m. Mr. Bellm moved and Mr. Schaefer seconded to adjourn the meeting.

So passed unanimously.

Elizabeth C. Paterson, Mayor
Joan E. Gerdson, Town Clerk

Mansfield Downtown Partnership Bylaws as revised June 14, 2012.

BYLAWS
of
MANSFIELD DOWNTOWN PARTNERSHIP, INC.

These Bylaws are in accordance with the Certificate of Incorporation of the Mansfield Downtown Partnership, Inc., a not-for-profit corporation incorporated under the laws of the State of Connecticut (hereinafter the "Partnership"). These Bylaws establish the governing structure for the Partnership. The Certificate of Incorporation shall take precedence in any conflict between these Bylaws and the Certificate of Incorporation.

ARTICLE I

PRINCIPAL OFFICE AND REGISTERED AGENT

Section 1. Principal Office. The principal office of the Mansfield Downtown Partnership shall be at 4 South Eagleville Road, Town of Mansfield, Connecticut or such other location as the Board of Directors may approve from time to time. Except such books as may be kept by the Town of Mansfield at Mansfield Town Hall, books and records of the Partnership shall be accessible from the Principal Office.

Section 2. Other Offices. The Partnership may change its Principal Office, or establish additional offices, within the Town of Mansfield upon resolution duly adopted by the Board of Directors of the Partnership.

Section 3. Registered Agent. The Partnership shall have and continuously maintain a registered office in the State of Connecticut, which may be identical with the principal office, and the Board of Directors of the Partnership shall appoint and continuously maintain a registered agent for service of process who shall be an individual resident of the Town of Mansfield or a Connecticut corporation.

ARTICLE II

PURPOSES

The Mansfield Downtown Partnership is a not-for-profit corporation organized to operate exclusively for charitable and educational purposes within the meaning of Section 501 (c)(3) of the Internal Revenue Code of 1986 (or corresponding provision of any future United States Internal Revenue law) and, more specifically:

- a) To promote the rehabilitation and public use of the Town of Mansfield's Storrs Center, King Hill Road and Four Corners areas, including the commercial enterprises and residences of those areas;
- b) To take remedial actions to enhance the Town of Mansfield's Storrs Center, King Hill Road and Four Corners areas through land use planning, public improvements and education, and thereby promote public use, contribute to community betterment, and enhance the social welfare while lessening the burdens on Mansfield's government;
- c) To disseminate information and promote interest in the Town of Mansfield's Storrs Center, King Hill Road and Four Corners areas;
- d) To hold meetings, seminars, and other activities for the instruction and education of members and the public;
- e) To aid, work with, and participate in the activities of other organizations, individuals, and public and private entities located within and outside the Town of Mansfield engaged in similar purposes;
- f) To solicit, receive and administer funds for educational and charitable purposes, and to that end to take and hold by bequest, devise, gift, grant, purchase, lease or otherwise, either absolutely or jointly with any other person or corporation, any property, real, personal, tangible or intangible, or an undivided interest therein, without limitation as to value; to sell, convey or otherwise dispose of any property and to invest, reinvest or deal with the principal of the income thereof in such manner as, in the judgment of the corporation's directors, will best promote the purposes of the corporation without limitation, except such limitations, if any, as may be contained in the instrument under which such property is received, the by-laws of incorporation, or any such laws thereto.

ARTICLE III

MEMBERS

Section 1. Members. Membership in the Partnership shall consist of eligible individuals, organizations, and businesses that have paid annual dues for the pertinent calendar year.

Section 2. Membership Eligibility. Members must either reside in the Town of Mansfield, pay taxes to the Town of Mansfield, own or operate a business in the Town of Mansfield, own residential or business property in the Town of Mansfield, be an employee of a Mansfield-located business, or be affiliated with the University of Connecticut as a student, alumnus, or current or former faculty or staff. Membership is open to persons of any race, color, gender, sexual orientation, national origin, ethnicity, or religion. An eligible individual, organization, or business may become a member by filing an application in such form as the Board of Directors shall prescribe, and subject to the payments of such dues as the Partnership may establish pursuant to Article III, Section 3.

Section 3. Membership categories and dues. The Board of Directors may from time to time create or abolish categories of membership in the Partnership, and set the respective annual dues for each category (or dues and the manner of their payment for a lifetime member category), provided no change in the categories of membership or in the dues for any category shall take effect until the change is ratified by a majority of the members present and voting at a special meeting of the members duly called for the purpose of such ratification or at an Annual Meeting.

Section 4. Friends. The Partnership has the authority to create a category of Friends of the Partnership which is open to individuals, organizations, and businesses. Friends are not subject to the same eligibility requirements as members. Friends have no voting privileges.

Section 5. Resignation. Any member may resign from membership in the Partnership upon giving written notice thereof to the Secretary of the Partnership. Members who resign from membership shall not be entitled to any refund of dues paid.

Section 6. Voting Rights. All individual members and one designated representative of each member organization or business have the right to vote at the Annual Meeting and special membership meetings, provided that an organization or business cannot give a second vote to an individual member.

Section 7. Cancellation of Membership. Failure to pay dues within thirty days following receipt of a written notice that sixty days have passed since dues were payable, will result in cancellation of membership.

Section 8. Responsibility for Debts. Members of the Partnership shall have no responsibility, as members, for any debts, obligations, or liabilities of the Partnership.

ARTICLE IV

MEETINGS OF MEMBERS

Section 1. Annual Meeting. The Annual Meeting of the members of the Partnership for the election of Directors, to review the activities of the Partnership, to receive reports, and for the transaction of other such business as may properly come before such meeting shall be held in June of each fiscal year. The agenda for the Annual Meeting shall consist of the reports of

officers and committees, the election of Directors, and such other business as the Board of Directors may decide appropriate. Members of the Partnership may have items for discussion and/or actions placed on the agenda by submitting a written petition signed by no fewer than ten members of the Partnership fifteen days prior to the Annual Meeting. Failure to hold an Annual Meeting as herein prescribed shall not affect otherwise valid Partnership acts. In the event of such failure, a substitute Annual Meeting may be called in the same manner as a special meeting.

Section 2. Special Meetings. Special meetings of the membership may be called at any time by the President with the approval of three other members of the Executive Committee. A special meeting of the membership may also be called by a written petition of no less than twenty percent of the members entitled to vote. The petition must be presented to the Secretary and must identify the specific items to be addressed at the special meeting of the membership.

Section 3. Date, Time, and Place, of Meetings. Each meeting of the members of the Partnership shall be held in Mansfield, at such location, date and time established by the President and specified in the notice of the meeting.

Section 4. Notice of Meetings. Notice of the Annual Meeting and special meetings of the membership shall be mailed to each member, addressed to such member's residence or usual place of business, not less than twelve nor more than thirty days before the day on which the meeting is to be held, or sent by facsimile or electronic mail to such address or delivered to such member personally, not later than ten days before the day on which the meeting is to be held. Notice will also be placed on the Partnership's website not later than twelve days before the day on which the meeting is to be held and may also be sent to a local newspaper. Each such notice shall state the purpose or purposes of the meeting, the date, time and place of such meeting, and by whose order it was called. If a Bylaw change is to be acted upon, the proposed action must be described in the notice of the meeting. Notwithstanding the foregoing, the notice of a meeting, at which a Board of Directors approved Bylaws amendment is to be acted upon, may be included with the written notice and copy of the Bylaws amendment required to be mailed to each member at least 45 days in advance of such meeting under Article XVII below, and no further notice of such meeting shall be required.

Section 5. Quorum. The presence, in person, at any meeting of the members of not less than 25 of the members entitled to vote shall be necessary and sufficient to constitute a quorum for the transaction of business.

Section 6. Organization. At each meeting of the members, the President of the Board of Directors, or, in the case of the President's absence, the Vice President, shall act as Chairperson thereof. The Secretary, or, in the case of the Secretary's absence, the person whom the Chairperson of the meeting shall appoint as Secretary of the meeting, shall act as such.

Section 7. Voting. Unless otherwise required by law, each member present, in accordance with Article III, Section 7 hereof, shall be entitled to cast one vote on the matters of the election of the Board of Directors, amendments to the Bylaws, and modifications to annual dues. At each meeting of the members, all matters shall be decided by affirmative vote of the majority of the

members present at such meeting in person, except those matters which are otherwise expressly regulated by law or by any other Section hereof.

Section 8. Minutes of Meetings. The Secretary shall keep regular minutes of membership proceedings and such minutes shall be placed in the minute book for the Partnership, at the Principal Office.

ARTICLE V

BOARD OF DIRECTORS

Section 1. General Authority. The Board of Directors of the Partnership shall manage, supervise, and control the business, property, and affairs of the Partnership. The Board shall be vested with the powers possessed by the Partnership itself, including the powers to determine the policies of the Partnership and prosecute its objects and purposes, to appoint and remunerate agents and employees, to disburse the funds of the Partnership, and to adopt such rules and regulations for the conduct of its business, responsibility, and authority as shall be deemed advisable, insofar as such delegation of authority is not inconsistent with or repugnant to the Certificate of Incorporation or Bylaws of the Partnership, in their present form or as they may be amended, or to any applicable law.

Section 2. Number of Directors. The Board of Directors of the Partnership shall consist of up to nineteen members as described in this section. Three directors shall be appointed by the President of the University of Connecticut. Three directors shall be appointed by the Town Council of Mansfield, Connecticut. Three directors shall be appointed by the Mansfield Business and Professional Association. Three directors shall be ex officio with full voting powers, the Mayor of the Town of Mansfield (or the Mayor's designee); the President of the University of Connecticut (or the President's designee in addition to the President's appointed Directors); and the Chairperson of the Mansfield Business and Professional Association Executive Committee. Six directors shall be elected by the Partnership's members. One Director shall be an enrolled student at the University of Connecticut's Storrs campus (undergraduate or graduate, full-time or part-time) nominated by the Nominating Committee (see Article VI, Sec. 3) and appointed by the Board of Directors. The Partnership may, by amendment to these bylaws, either increase or decrease the number of Directors.

Section 3. Qualifications of Directors. All Directors shall be at least 18 years old and individual members of the Partnership in good standing.

Section 4. Term of Office. Each Director's term shall be three years, except that ex officio Directors' terms shall only end when they leave their respective offices and the term of the University of Connecticut student Director shall be one year from the date of appointment by the Board of Directors pursuant to Section 2 of this Article V. With the exception of ex officio Directors and the University of Connecticut student Director, Directors' terms of office shall be staggered so that one third of the terms expire each year. In addition to any shorter terms, no Director elected by the members may serve more than two consecutive three-year terms.

Section 5. Determination of Directors. The directorships shall be divided into three classes in accordance with Article V, Section 4 hereof so that one-third of such directorships are filled each year at the Annual Meeting of the members.

Section 6. Resignation. Any Director may resign at any time by delivering a written resignation to the President. Such resignation shall take effect at the time specified therein, or, if no time is specified, at the time of acceptance thereof as determined by the President or Board of Directors.

Section 7. Removal. Directors, who have been elected by the members, may be removed by a two-thirds vote of the members entitled to vote for the election of any such director at any regular or special meeting of the members at which a quorum is present. With the exception of the ex-officio members, Directors who have been appointed pursuant to Article V, Section 2 may be removed by a two-thirds vote of the Directors at any regular or special meeting of the Board of Directors at which a quorum is present. No Director may be removed except for cause, which shall be limited to: (1) violation of these Bylaws, (2) engaging in any other conduct prejudicial to the best interests of the Partnership, (3) failure to comply with the Conflict of Interest Policy (Exhibit A), or (4) failure to attend four or more consecutive meetings of either the Board of Directors or of any Partnership committee of which the Director is a member. Such removal may occur only if the Director involved is first provided (1) with adequate notice of the charges against him or her in the form of a written statement from the President of such charges and of the time and place of the meeting of the membership or Board of Directors, as appropriate, scheduled for the purpose of hearing or considering such action, sent by certified or registered mail to the last known address of such Director, or by delivery in person to the personal residence or place of business of such Director, and (2) an opportunity to appear before the membership or Board of Directors, as appropriate, or forward a written statement thereto in presentation of any defense of such charges, no sooner than thirty days after the sending of such notice. In these regards, the membership or Board of Directors, as appropriate, shall act on the basis of reasonable and consistent criteria, always with the objective of advancing the best interest of the Partnership.

Section 8. Vacancies. Any vacancy in the office of Director elected by the membership shall be filled by the Board of Directors until the next Annual Meeting, when the vacancy shall be filled by the membership for the remainder of the term of the Director vacating office. Any vacancy in the office of appointed Director shall be filled by the authority who or which appointed the Director vacating office.

Section 9. Regular Meetings. Regular meetings of the Board of Directors for the transaction of such business as may properly come before it may be held each month on such days and at such places as shall be designated by the President, or, in the President's absence, by the Vice President or, in the absence of the Vice President, by the Treasurer.

Section 10. Special Meetings. Special meetings of the Board of Directors may be called by the President or by a majority of the Directors then in office, and shall be held at such time, day, and place as is designated in the notice of the meeting.

Section 11. Notice. Notice of each meeting of the Board of Directors shall be mailed to each Director, addressed to such Director at the Director's residence or usual place of business, not less than seven or more than twenty days before the day on which the meeting is to be held, or given orally or by facsimile or by electronic mail to such address or delivered to such Director personally, not later than five days before the day on which the meeting is to be held. Notice will also be placed on the Partnership's website not later than ten days before the day on which the meeting is to be held and may also be sent to the local newspaper. Each such notice shall state the purpose or purposes of the meeting, the time, date, and place of such meeting, and by whose order it was called.

Section 12. Quorum. At any meeting of the Board of Directors, the presence in person of a majority of the Board shall be necessary and sufficient to constitute a quorum for the transaction of business; provided, however, that any such quorum shall include the President or the Vice President or the Treasurer. A Director or member of a committee of the Board of Directors may participate in a meeting of the Board of Directors or of such committee by means of a conference telephone or similar communication equipment enabling all Directors participating in the meeting to hear one another, and participation in such a meeting shall constitute presence in person at such meeting. If less than such number of Directors is present at such meeting, a majority of the Directors present may adjourn the meeting without further notice. In the absence of a quorum, any action taken shall be advisory only, but may become valid if subsequently confirmed by a majority vote, in conformance with the quorum requirements, of the Board of Directors.

Section 13. Organization. At each meeting of the Board of Directors, the President shall act as Chairperson thereof, or, in the case of the President's absence, the Vice President, or, in the case of the Vice President's absence, the Treasurer. If the Secretary is absent or unable to serve as Secretary of the Meeting, the Chairperson shall appoint an acting Secretary of the meeting.

Section 14. Voting. At all meetings of the Board of Directors, except as at the time otherwise expressly required by law, or by any other section hereof, all matters shall be decided by the vote of a majority of the Directors present at the meeting. The members of the Board of Directors shall act only as a Board and the individual members thereof shall have no power as such.

Section 15. Executive Session. The Board of Directors and any of its committees may meet in executive session on any matters for the discussion of which executive sessions are permitted by the Connecticut Freedom of Information Act, Conn. Gen. Stat. Chapter 14. Any actions taken, resolutions adopted, or contracts committed following an executive session shall be reported in the minutes of the related or subsequent meeting, and each Director's vote, if any, shall be included.

Section 16. Annual Reports. The Board of Directors shall present at each Annual Meeting of the members of the Partnership such reports as at the time may be required by law.

Section 17. Minutes of Meetings. The Secretary shall keep regular minutes of Board of Directors proceedings and such minutes shall be placed in the minute book for the Partnership at

the Principal Office.

ARTICLE VI

COMMITTEES

Section 1. Executive Committee.

(a) Composition. There shall be an Executive Committee of the Board of Directors, the membership of which shall not exceed eight in number. Five of the members of the Executive Committee shall be the Partnership's President, Vice President, Treasurer and Secretary, and the Chair of the Finance and Administration Committee, ex officio. If the Mayor of the Town of Mansfield is not one of the five ex officio members of the Executive Committee, the Mayor shall be entitled to appoint one member of the Executive Committee (who may be the Mayor himself or herself) to serve at the pleasure of the Mayor. If the President of the University of Connecticut is not one of the five ex officio members of the Executive Committee, the President shall be entitled to appoint one member of the Executive Committee (who may be the President himself or herself) to serve at the pleasure of the President. There shall be one member-at-large, who shall be nominated by the President and approved by the Board of Directors. If at any time the foregoing provisions of this section do not fill all eight seats on the Executive Committee, any vacancy shall be filled by the Board of Directors.

(b) Powers. During the intervals between meetings of the Board of Directors, the Executive Committee shall possess and may exercise all the powers of the Board of Directors, other than the power to add to, amend or repeal these Bylaws or any other powers withheld from the Executive Committee by specific resolution of the Board of Directors; provided, however, that no action of the Executive Committee shall be effective if disapproved by the Board of Directors. The Executive Committee shall have the power to fill any vacancy in its own number, but any Director so chosen shall serve as a member of the Executive Committee only until the next meeting of the Board of Directors. The Executive Committee may establish its own rules of procedure, but shall meet at the request of the President or any three other members of the Executive Committee.

(c) Quorum; voting. At every meeting of the Executive Committee, the presence of not less than five of its members shall be necessary to constitute a quorum for the transaction of business. All matters coming before the Executive Committee shall be decided by the affirmative vote of a majority of Executive Committee members present (including by telephone as provided in Article V, Sec. 12).

Section 2. Standing Committees. The Partnership shall have at least six standing committees to be appointed by the Board of Directors, which shall be entitled Advertising and Promotion, Business Development and Retention, Finance and Administration, Membership Development, Planning and Design, and Nominating. All committees shall consist of not less than three members, and no more than twelve members, who shall be members of the Partnership but need not be members of the Board of Directors. The chairperson of each committee shall be a member of the Board of Directors and shall be responsible for directing and coordinating the affairs of the committee. The terms of the committees shall be for one year commencing at the time of the

annual membership meeting. The rules of procedure of such committees shall be determined from time to time by the respective committees. Any committee member may be removed by the Board of Directors in accordance with the procedures for removing one of the Directors in Article V, Section 7 hereof and all such committees shall be subject to these Bylaws, including provisions dealing with notice of meeting and voting thereof.

Section 3. Nominating Committee. There shall be a Nominating Committee consisting of a Chairperson and at least two other members appointed by the President with the approval of the Board of Directors. The Nominating Committee shall nominate candidates for Directors to be appointed by the Board pursuant to Article V, Sections 2 (student Director) or 8 (filling vacancies) and elected by the members pursuant to Article V, Section 2. A list of the Nominating Committee's nominees shall be provided to the membership along with the notice of the Annual Meeting. Other nominations for Director may be made at the time of the election of Directors at the Annual Meeting. The Nominating Committee's duties shall include the following, and such other duties as may be assigned to it by the Board of Directors:

- Recruit, evaluate and nominate candidates for membership in the Partnership's standing and special committees;
- Present nominees for committee membership to the Board of Directors for its review and approval
- Annual review and proposed updating of the Partnership's Bylaws.

Section 4. Other Committees. The Board of Directors may establish other committees, advisory boards, and councils, which shall have such powers and the members of which shall hold office for such periods as the Board of Directors from time to time may determine. Each committee, advisory board, and council shall consist of a Chairperson appointed by the President with the approval the Board of Directors and such other members as are appointed by the President upon consultation with said Chairperson. The rules of procedure of such committees, advisory boards, and councils shall be determined from time to time by the respective committees, advisory boards, and councils. Any such committee, advisory board, or council may be abolished if it is determined by a vote of the Board of Directors that it is no longer needed, but no individual member may be removed except in accordance with the procedures for removing one of the Directors in Article V, Section 7 hereof, and all such committees, advisory boards, and councils shall be subject to these Bylaws and shall follow the same provisions for the notice of meetings as those regarding the Board of Directors in Article V, Section 11 hereof.

Section 5. Meeting Notes of Meetings. The Secretary of each Committee shall keep regular meeting notes of the Committee proceedings and such meeting notes shall be placed in the Committee meeting notes book for the Partnership, at the Principal Office.

ARTICLE VII

OFFICERS

Section 1. Titles and Qualifications. The officers of the Partnership shall include a President, a

Vice President, a Secretary, and a Treasurer. The officers of the Partnership shall be Directors of the Board.

Section 2. Election of Officers. The officers of the Partnership shall be elected by the Directors of the Partnership at the meeting of the Board of Directors immediately following the Annual Meeting of the members of the Partnership. Upon the admission of a written petition signed by no less than five Directors, the elections of the officers shall be conducted by a secret ballot.

Section 3. Term of Office. The officers of the Partnership shall be elected for a one-year term or until their successors shall have been elected and shall qualify, or until such officer's death, resignation, or removal.

Section 4. Subordinate Officers. The President may appoint, with the approval of the Board of Directors, such other officers as the President may deem advisable, including one or more Assistant Secretaries and one or more Assistant Treasurers, each of whom shall hold office for such period, have such authority, and perform such duties as the President from time to time may determine. Subordinate officers must be members of the Board of Directors. The terms of Subordinate Officers shall not exceed the term of the President who appointed the subordinate officer.

Section 5. Resignations. Any officer may resign at any time by delivering a written resignation to the President. (If the President resigns, the resignation shall be given to the Secretary.) Such resignation shall take effect at the time specified therein, or, if no time is specified, at the time of acceptance thereof as determined by the President or, if the President resigns, Board of Directors.

Section 6. Removal. Any officer may be removed from such office by a two-thirds vote of the Directors at any regular or special meeting of the Board of Directors at which a quorum is present, for (1) violation of these Bylaws or (2) engaging in any other conduct prejudicial to the best interests of the Partnership. Such removal may occur only if the officer involved is first provided (1) with adequate notice of the charges against him or her in the form of a written statement of such charges and of the time and place of the meeting of the Board of Directors scheduled for the purpose of hearing or considering such action, sent by certified or registered mail to the last known address of such officer, or by delivery in person to the personal residence or place of business of such officer, and (2) an opportunity to appear before the Board of Directors or forward a written statement thereto in presentation of any defense of such charges, no sooner than thirty days after the sending of such notice. In these regards, the Board of Directors shall act on the basis of reasonable and consistent criteria, always with the objective of advancing the best interest of the Partnership.

Section 7. Vacancies. Any vacancy in an office may be filled for the unexpired portion of the term by the Board of Directors, or, in the case of subordinate officers, by the President or by any committee, officer, or agent to whom the power to fill such vacancy has been delegated pursuant to the provisions of Article VII, Section 4 hereof.

Section 8. President. The President of the Partnership shall have all powers and shall perform

all duties commonly incident to and vested in the office of president of a corporation, including but not limited to being the chief executive officer of the Partnership in the case of absence, or vacancy in the office, of the Partnership's Executive Director. The President shall have the following specific powers and duties:

- (a) prepare the agenda for all regular and special meetings of the Directors and membership;
- (b) present the annual report to the membership at the Annual Meeting;
- (c) serve as the principal spokesperson and public representative of the Partnership;
- (d) appoint such standing or special committees as may be required by these Bylaws or as he or she may find necessary;
- (e) serve as chairperson of the Executive Committee;
- (f) serve as member, ex officio, without vote, of all standing and special committees of the Partnership; and
- (g) perform such other duties as the Board of Directors may from time to time assign.

Section 9. Vice President. The Vice President of the Partnership shall perform all duties incumbent upon the President during the absence or disability of the President and shall perform such other duties as the Board of Directors and the President may from time to time assign.

Section 10. Secretary. The Secretary shall:

- (a) be the custodian of all records and documents of the Partnership;
- (b) notify in writing all individuals, organizations, and businesses of their acceptance as members in the Partnership and shall record their membership in the records;
- (c) keep a record which shall contain the names and addresses of the members and Directors of the Partnership and all committee, advisory board, and council members;
- (d) keep the minutes of all regular and special meetings of the Board of Directors and membership;
- (e) prepare and distribute notice of meetings and agenda;
- (f) retain reports of all committees, advisory boards, and councils;
- (g) file all reports required by State of Connecticut and federal regulations; and
- (h) in general, perform all other duties, not inconsistent with these Bylaws, as are incident to the office of Secretary, or as may be determined by the Board of Directors or the President.

Section 11. Treasurer. The Treasurer shall have general responsibility for overseeing the financial affairs of the Partnership and, together with such other Director(s) or staff designated by the Board, for the selection and general oversight of employees and agents of the Partnership who shall:

- (a) punctually and regularly maintain books of the Partnership providing a complete, correct and current account of the Partnership's finances;
- (b) render a statement of account(s) to the Board of Directors at such times as may be requested; and
- (c) exhibit the books of accounts of the Partnership and all securities, vouchers, papers, and documents of the Partnership to any member or designee of the Board of Directors upon request.

In addition, the Treasurer shall have such other powers and perform such other duties, not inconsistent with these Bylaws, as are incident to the office of Treasurer or as may be determined by the Board of Directors, to include:

- (d) assuring that expenditures comply with the annual budget and appropriations as approved by the Board of Directors;
- (e) obtaining an annual audit conducted by a certified public accountant;
- (f) assuring that all reports and payments required by law are properly filed; and
- (g) signing all checks and contracts on behalf of the Partnership.

Section 12. Bonding. The Board of Directors may require the Treasurer to provide a bond for the faithful discharge of the Treasurer's duties in such sum and form and with such surety as the Board of Directors may determine. The cost of such bond shall be borne by the Partnership.

ARTICLE VIII

EXECUTIVE DIRECTOR

At its discretion, the Board of Directors may hire an Executive Director to serve as the chief executive officer of the Partnership. The Board shall approve the Executive Director's job description, determine his or her compensation, and shall review his or her performance on an annual basis. The duties of the Executive Director shall include, but not be limited to managing all administrative operations; responsibility for the development, execution, and coordination of programs and project activities; and representing the Partnership regionally and nationally as appropriate.

ARTICLE IX

DEPOSITS, CHECKS, LOANS, CONTRACTS

Section 1. Deposit of Funds. All funds of the Partnership not otherwise employed shall be deposited in such banks, trust companies, or other depositories as the Board of Directors may determine.

Section 2. Checks. All checks, drafts, endorsements, notes, and evidences of indebtedness of the Partnership shall be signed by such officer or officers or agent or agents of the Partnership and in such manner as the Board of Directors may determine. Endorsements for deposits to the credit of the Partnership shall be made in such manner as the Board of Directors may determine.

Section 3. Loans. No loans or advances shall be contracted on behalf of the Partnership, and no note or other evidenced of indebtedness shall be issued in its name, unless and except upon the affirmative vote of two-thirds of the number of Directors then in office. Any such authorization may be general or confined to specific instances, and may include authorization to pledge, as security for loans or advances so authorized, any and all securities and other personal property at

any time held by the Partnership.

Section 4. Contracts. The President, or Vice President, or Treasurer, subject to the approval of the Board of Directors (or Executive Committee, if appropriate), may enter into any contract or execute and deliver any instrument in the name and on behalf of the Partnership. The Board of Directors may authorize any officer or officers, or agent or agents, to enter into any contract or execute and deliver any instrument in the name and on behalf of the Partnership, and such authorization may be general or confined to specific instances.

ARTICLE X

PURCHASE, SALE, MORTGAGE, OR LEASE OF REAL PROPERTY

No purchase, sale, mortgage, or lease of real property shall be made by the Partnership except upon the affirmative vote of two-thirds of the number of Directors then in office at a meeting the notice of which includes the proposed action.

ARTICLE XI

DIRECTORS AND OFFICERS COMPENSATION OR CONTRACTS

Section 1. Compensation. Directors and officers of the Partnership shall not receive any compensation whatsoever, including reimbursement for expenses, for their services in such office; provided they may be reimbursed for extraordinary expenses if two-thirds of the Directors then in office approve such reimbursement before the expense is incurred.

Section 2. Contracts. No Director or officer of the Partnership shall have any pecuniary interest, direct or indirect, in any contract relating to the responsibilities or operations of the Partnership unless: (a) such contract shall be authorized by a majority of the Board of Directors at a meeting at which the presence of such Director is not necessary to constitute a quorum and the vote of such Director is not necessary for such authorization, and (b) the fact and nature of such proposed interest shall have been fully disclosed or known to the members of the Board of Directors present at the meeting at which such contract is authorized, and (c) legal counsel to the Partnership shall have determined that any such proposed interest shall not violate any law or the terms of the Certificate of Incorporation of the Partnership.

Section 3. Conflict of Interest. All members of the Board of Directors must upon election to the Board sign the acknowledgment and compliance form agreeing to the established Conflict of Interest Policy of the Partnership as set forth in Exhibit A of these Bylaws. Failure to comply with the policy shall be grounds for removal from the Board of Directors.

ARTICLE XII

INDEMNIFICATION

Section 1. General. The Partnership shall be authorized to indemnify each member of the Board of Directors as described in Article V hereof, and each of its officers, as described in Article VII hereof, for the defense of civil or criminal actions or proceedings as hereinafter provided and notwithstanding any provision in these Bylaws, in a manner and to the extent permitted by applicable law.

Section 2. Coverage. The Partnership shall indemnify each of its Directors and officers, as aforesaid, from and against any and all judgments, fines, amounts paid in settlement, and reasonable expenses, including attorneys' fees, actually and necessarily incurred or imposed as a result of such action or proceeding or any appeal therein, imposed upon or asserted against him or her by reason of being or having been such a trustee or officer and acting within the scope of his or her official duties, but only when the determination shall have been made judicially or in the same manner herein provided that he or she acted in good faith for a purpose which he or she reasonably believed to be in the best interest of the Partnership and, in the case of a criminal action or proceeding, in addition, had no reasonable cause to believe that his or her conduct was unlawful. This indemnification shall be made only if the Partnership shall be advised by its Board of Directors acting (1) by a quorum consisting of Directors who are not parties to such action or proceeding upon a finding that, or (2) if such quorum is not obtainable with due diligence, upon the opinion in writing of legal counsel that, the Director or officer has met the foregoing applicable standard of conduct. If the foregoing determination is to be made by the Board of Directors, it may rely, as to all questions of law, on the advice of the Partnership's general or special legal counsel.

Section 3. Every reference herein to a member of the Board of Directors or officer of the Partnership shall include every Director and officer thereof and former Director and officer thereof. This indemnification shall apply to all the judgments, fines, amounts in settlement, and reasonable expenses described above whenever arising, allowable as above stated. The right of indemnification herein provided shall be in addition to any and all rights to which any Director or officer of the Partnership might otherwise be entitled and provisions hereof shall neither impair nor adversely affect such rights.

Section 4. Without the foregoing, the directors, officers, and agents of the corporation shall be indemnified by the corporation to the greatest extent permitted by applicable law, including but not limited to the benefits of Section 33-1116 to 33-1124, inclusive of the Connecticut General Statutes and Section 52-557m of the Connecticut General Statutes as amended.

ARTICLE XIII

PRACTICE

Roberts Rules of Order, as revised, shall determine all questions of order and procedure for any meeting of the Partnership, or Directors, or any committee, advisory board, or council.

ARTICLE XIV

FISCAL YEAR

The fiscal year of the Partnership shall, for all purposes, commence on July 1st and terminate on June 30th.

ARTICLE XV

LIMITATION OF ACTIVITIES

The Partnership is organized and operated exclusively for not-for-profit purposes within the meaning of sections 170(c)(2)(B), 501 (c)(3), 2055(a)(2), and 2522(a)(2) of the Internal Revenue Code of 1986. No substantial part of the activities of the Partnership shall be the carrying on of propaganda or otherwise attempting to influence legislation, and the Partnership shall be empowered to make the election authorized under section 501(h) of the Internal Revenue Code of 1986. The Partnership shall not participate in or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office. Notwithstanding any other provision herein, the Partnership shall not carry on any activities not permitted to be carried on:

- (a) by an organization exempt from federal income taxation under section 501(a) of the Internal Revenue Code of 1986 as an organization described in section 501(c)(3) of such Code;
- (b) by an organization described in section 509(a)(1), (2), or (3) of the Internal Revenue Code of 1986 (as the case may be); and/or
- (c) by an organization, contributions to which are deductible under sections 170(c) (2), 2055(a)(2), or 2522(a)(2) of the Internal Revenue Code of 1986.

The Partnership shall use its funds only to accomplish the objectives and purposes specified in these Bylaws, and no part of the net earnings of the Partnership shall inure to the benefit of or be distributed to its Directors, officers, or other private individuals, or other organizations organized and operating for profit, except that the Partnership is authorized and empowered to pay reasonable compensation for services rendered.

ARTICLE XVI

DISSOLUTION

On dissolution or final liquidation, the Board of Directors of the Partnership shall, after paying or making provision for the payment of all the lawful debts and liabilities of the Partnership, distribute all the assets of the Partnership to one or more of the following categories of recipients as the Board of Directors of the Partnership shall determine:

- (a) a not-for-profit organization or organizations which may have been created to succeed the Partnership, as long as such organization or each of such organizations shall then qualify as a governmental unit under section 170(c) of the Internal Revenue Code of 1986 or as an organization exempt from federal income taxation under section 501(a) of such Code as an organization described in sections 170(c)(2) and 501(c)(3) of such Code; and/or

(b) a not-for-profit organization or organizations having similar aims and objectives as the Partnership and which may be selected as an appropriate recipient of such assets, as long as such organization or each of such organizations shall then qualify as a governmental unit under section 170(c) of the Internal Revenue Code of 1986 or as an organization exempt from federal income taxation under section 501(a) of such Code as an organization described in sections 170(c)(2) and 501(c)(3) of such Code.

ARTICLE XVII

AMENDMENTS OF BYLAWS

These Bylaws may be amended by a two-thirds vote at any meeting of the full Board of Directors of the Partnership then in office. An amendment to be proposed at a Board of Directors meeting shall be mailed to each Director at least fourteen days prior to the date of the meeting. Notwithstanding the foregoing, an amendment to these Bylaws so approved by the Board of Directors shall not become effective until it is ratified by a majority vote of the eligible members of the Partnership present at an annual or special meeting. A written notice and a copy of the Board of Directors approved amendment must be mailed to each member of the Partnership at least forty-five days in advance of the meeting held to amend these Bylaws. Notwithstanding the foregoing, twenty members of the Partnership may propose an amendment to these Bylaws at the Annual Meeting if they provide a written notice and copy of said proposal to each member of the Partnership at least forty-five days in advance of said Annual Meeting. Such amendment may be approved by a majority vote of the eligible members of the Partnership at the annual or special meeting.

EXHIBIT A

MANSFIELD DOWNTOWN PARTNERSHIP, INC. CONFLICT OF INTEREST POLICY

1. A conflict of interest may exist if a member of the Partnership's Board of Directors or of any Partnership committee, or a member of his/her immediate family, has a relationship with another person who, or organization which, does or seeks to do business with the Partnership as a developer, contractor, vendor, or otherwise; or who or which reasonably could benefit in a way different from general public benefit from a decision of, or from an action taken by, the Partnership. Partnership Board and committee members shall disclose all activities that might be reasonably seen as conflicts of interest within the meaning of the preceding sentence whenever a possible conflict appears, and annually thereafter so long as the facts creating the possible conflict exist.

In order that each decision of the Partnership's Board and committees shall be the decision only of Board or committee members who are free of conflicts of interest pertinent to the decision, the following procedures shall be followed:

a. Every Partnership Board or committee member, immediately upon identifying a possible conflict or having the same called to his/her attention, shall disclose to the Board or the committee, as the case may be, having responsibility for making the decision at hand all essential facts pertaining to the possible conflict. (Such disclosure shall not, per se, constitute an admission that a conflict exists.)

b. Unless the remaining Board or committee members, by vote recorded in the minutes of the meeting in which the vote occurs, unanimously determine that a conflict of interest does not exist, the subject Board or committee member shall avoid any attempt to influence other Board or committee members, or Partnership employees, directly or indirectly, with regard to the matter at hand and shall not participate in the discussion and vote on the matter.

c. Whenever the Partnership, by its Board or any committee, officer or employee, is overseeing the construction or improvement of any Town of Mansfield facility, or otherwise acting as municipal development agency for the Town of Mansfield, each Board or committee member, officer and employee shall comply with the Town of Mansfield Code of Ethics (Mansfield Code Ch. 25), as amended from time to time.

d. Failure to comply with the above policy shall be grounds for removal from office.

2. Every Partnership decision to enter into any contract shall be presumed to be free of influence of any conflict of interest, i.e., proper and fair to the Partnership and the public interest, if it is made in the ordinary course of business on terms no less favorable to the Partnership than those offered by the contractor(s) to third parties.

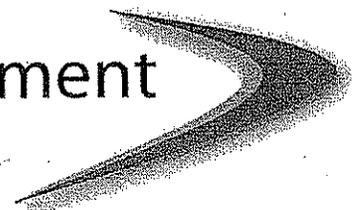


Mansfield Downtown Partnership
Helping to Build Mansfield's Future

Mansfield Downtown Partnership
Strategic Plan 2013 to 2015

February 2013

**Management
Partners**



Management Partners



February 25, 2013

Ms. Cynthia van Zelm
Executive Director
Mansfield Downtown Partnership, Inc.
4 South Eagleville Road
Mansfield, CT 06268

Dear Ms. van Zelm:

Management Partners is pleased to transmit the Mansfield Partnership Strategic Plan for 2013 to 2015. The strategic plan is the result of careful planning, extensive outreach, collaboration between members of the Board and representatives of the Town of Mansfield and the University of Connecticut, and an unflinching look at operations and staffing with respect to current and proposed development areas.

The resulting goals and strategies will assist the Board of Directors and Committee members in the formulation of work plans required to guide an aggressive array of projects and programs over the next 24 months.

We appreciate the opportunity to assist you in the continued development of Storrs Center, a thriving new district and regional destination.

Sincerely,

Gerald E. Newfarmer
President and CEO

Table of Contents

Vision	
Mission.....	
Introduction	
Purpose of the Strategic Plan.....	
Mansfield Downtown Partnership and Storrs Center	
Strategic Planning Process	
Overview	
Goals and Supporting Roles and Activities.....	
Storrs Center	
<i>Goal 1: Storrs Center hosts a variety of retail and commercial uses for residents, families, workers, students, and visitors.</i>	
<i>Goal 2: Storrs Center is an attractive place to live for a broad range of residents.....</i>	
<i>Goal 3: The Mansfield Downtown Partnership promotes the long-term aesthetics and viability of Storrs Center as the primary destination in the Downtown District.....</i>	
<i>Goal 4: The Mansfield Downtown Partnership coordinates a variety of community events that appeal to residents and visitors of all ages.</i>	
<i>Goal 5: Storrs Center is accessible by pedestrians, cyclists, motorists, and public transit users.</i>	
<i>Goal 6: The Mansfield Downtown Partnership and master developer collaborate effectively and cooperatively to create a successful Storrs Center.</i>	
Four Corners and King Hill Road.....	
<i>Goal 7: Four Corners will serve as the main gateway to our university community, featuring sustainable community, commercial, and residential development.....</i>	
<i>Goal 8: King Hill Road will serve as an important commercial node, bridging the University and the greater Mansfield community.....</i>	
Downtown District.....	
<i>Goal 9: Downtown District commercial areas will have a unique character, appeal, and audience that will create a distinct and complementary neighborhood (as defined in the Downtown District Public Spaces and Green Infrastructure Master Plan).....</i>	
Organization and Structure	

<i>Goal 10: The Mansfield Downtown Partnership is a sustainable organization that has adequate resources.....</i>	<i>11</i>
<i>Goal 11: The Mansfield Downtown Partnership promotes and leverages collaboration between local, university, and regional economic development entities.....</i>	<i>11</i>
Next Steps.....	12
Attachment – Strategic Plan Survey Results.....	13
Introduction.....	13
Demographics.....	13
Strengths.....	14
Weaknesses.....	17
Opportunities.....	19
Threats.....	21
Strategic Planning Workshop Agenda and Topics.....	23
Appendix – Environmental Scan.....	25

Tables

Table 1. Mansfield Downtown Partnership Survey Completion Rate

Table 2. Mansfield Downtown Partnership Respondent Location

Table 3. Mansfield Downtown Partnership Respondent Member Affiliation

Table 4. Mansfield Downtown Partnership Respondent Occupation

Table 5. Strategic Planning Workshop Potential Agenda Items

Table 6. Strategic Planning Workshop Potential Topic Areas

Table 7. Strategic Planning Workshop Potential Mission Statement References

Figures

Figure 1. Strengths – Board Respondents.....

Figure 2. Strengths – UConn/Town/Member Respondents.....

Figure 3. Weaknesses – Board Respondents.....

Figure 4. Weaknesses – UConn/Town/Member Respondents

Figure 5. Opportunities – Board Respondents

Figure 6. Opportunities – UConn/Town/Member Respondents

Figure 7. Threats – Board Respondents

Figure 8. Threats – UConn/Town/Member Respondents.....

Vision

The Mansfield Downtown Partnership – comprised of a committed alliance of voluntary community and business members and Town of Mansfield and University of Connecticut officials – will provide collaborative and balanced leadership in the continuing economic, social, and cultural development of the Town and the surrounding community. Through shared, cooperative effort, the Partnership will make the Town of Mansfield a regional destination and a thriving community.

Mission

The Mansfield Downtown Partnership seeks to foster the continued development and management of Storrs Center – a vibrant and economically successful mixed-use downtown at the heart of our community. The Partnership will actively assist with the future community and economic development of Four Corners, King Hill Road, and other areas identified by the Town of Mansfield and the University of Connecticut.

Introduction

Purpose of the Strategic Plan

The Board and staff of the Mansfield Downtown Partnership commenced development of a strategic plan in the summer of 2012. One of the primary accomplishments of the Partnership was to initiate a new mixed-use development in the heart of Mansfield in cooperation with the Town and University of Connecticut. Following the groundbreaking of Storrs Center, a multi-phased retail, residential and transportation hub, the Board concluded a strategic plan was essential to determining future areas of focus for the organization.

The strategic plan process helped the Mansfield Downtown Partnership assess the changing role of the organization and determine how to best direct its talents and resources in the coming years with Storrs Center continuing as the primary area of focus for the Partnership. This three-year strategic plan is the result of a participatory process that included input from the Board of Directors, partners, staff, and members of the Partnership.

Mansfield Downtown Partnership and Storrs Center

The Mansfield Downtown Partnership is an independent, non-profit 501(c) (3) organization dedicated to serving six purposes as specified in the bylaws of the organization, including:

1. Promote rehabilitation and public use of Storrs Center, King Hill Road, and Four Corners, including commercial enterprises and residential areas;
2. Enhance the areas of Storrs Center, King Hill Road, and Four Corners through land use planning, public improvements and education to promote community use, contribute to community betterment, enhance social welfare, while lessening the burden on Mansfield's government;

3. Disseminate information and promote interest in these three areas;
4. Instruct and educate members and the public;
5. Participate and collaborate with other organizations, individuals, and public and private entities within and outside of Mansfield engaged in similar purposes; and
6. Apply for, receive, and administer funds to promote the purposes of the organization.

As such, the Partnership includes among its diverse membership representatives of the Town of Mansfield, the University of Connecticut, individual businesses, and residents. A 19-member Board of Directors is responsible for governance and establishing policy. In addition to policy development, members of the Board also serve on one or more standing committees to address advertising and promotion, business development and retention, finance and administration, membership development, planning and design, and nominating issues. An executive director, hired by the Board, and a communications and special projects manager carry out the day-to-day operations of the Partnership.

At its inception, the Partnership's charge was to coordinate the enhancement and revitalization of Mansfield's primary development/redevelopment areas: Storrs Center, King Hill Road, and Four Corners. As a first priority, the Partnership has focused its efforts on redevelopment of Mansfield's downtown area into a vibrant mixed-use community. As envisioned, the new downtown includes housing and retail development designed to support the diverse needs of Town residents and the UConn student body, faculty, and administration; it will become the primary destination for visitors to Mansfield.

Since 2001, the Partnership Board and staff have worked diligently to implement the original vision of the Partnership, which focused exclusively on the development of Storrs Center, a new and vibrant town square and main street corridor as described in the Partnership's original vision statement.

Storrs Center will be a vibrant village fueled by the eclectic retail demands created by Mansfield residents, University of Connecticut students, faculty, staff and visitors. The village will intelligently and creatively fuse the interests of a residential community proud of its history and protective of its natural resources with an increasingly diverse academic community that

constitutes the state's largest university and one of our nation's leading public research institutions. Storrs Center will serve as Mansfield's premiere venue for our community's special outdoor events. It will also be a regionally recognized destination area distinguished for its concentration of restaurants, boutiques, cultural, entertainment and recreational assets and proximity to the University of Connecticut.

The accomplishments of the Partnership have been numerous since 2001, culminating in the approval of a development agreement between the Town of Mansfield and the developer Storrs Center Alliance and EdR for the initial phases (1A and 1B) of the Storrs Center development and the initial construction in 2011. The first phase of the town center development, One, Nine and Eleven Dog Lane, opened in the summer of 2012 and includes an array of retail stores and services at the ground floor level, 127-upper story apartments (floors two through five), and structured parking. Remaining phases of the Storrs Center development, slated for completion over the next four years (2013 to 2016) include:

Phase 1B – 1 Royce Circle and the Nash-Zimmer Transportation Center, adjacent to the Storrs Center parking garage. This phase includes 42,000 square feet of commercial space on the first floor and 195 rental apartments. Phase 1B is scheduled for completion in the summer 2013.

Phase 1C and Market Area – These phases include a grocery store and other retail space and are scheduled for opening in 2014.

When complete, Storrs Center will encompass an estimated 170,000 square feet of retail and commercial space and hundreds of market rate, residential units, along with public gathering areas.

With construction of Storrs Center underway, the Board and staff initiated development of a strategic plan to identify and define new roles for the organization, and determine the ongoing activities of the Partnership with respect to King Hill Road and Four Corners. The strategic planning process provided an opportunity to articulate goals, roles, and activities of the Mansfield Downtown Partnership Board and staff.

Strategic Planning Process

Overview

The Mansfield Downtown Partnership hired Management Partners to assist in developing an inclusive strategic planning process. A Steering Committee comprised of three Board members, the executive director, and communications and special projects manager met throughout the process to provide feedback and guidance to the consultants.

The strategic planning process began with an analysis of strengths, weaknesses, opportunities, and threats (SWOT) to the Partnership. Through a series of individual interviews, members of the Board had an opportunity to identify the most important issues facing the Partnership. Members of the Board and staff also reviewed the current mission statement for the organization and suggested changes based on the current and anticipated local and regional environmental conditions over the next three years.

The resulting SWOT issues were used to create a survey that was broadly distributed to solicit input from the Board, Partnership members, town employees, and University of Connecticut representatives. Survey respondents indicated levels of agreement or disagreement with 43 SWOT statements derived from Board member interviews. The survey results provided focus for agenda development for a strategic planning retreat of the Board and staff. The survey results are included as an attachment.

After collecting and analyzing the survey results, Management Partners worked with the Steering Committee to design a day-long strategic planning workshop. Management Partners also provided guidance to the executive director in preparing an environmental scan of current and future factors affecting the Town of Mansfield and factors influencing development and the character of the Town as a destination over the next three years. An appendix contains the environmental scan.

The qualitative input derived from the interviews and surveys and the quantitative trend data presented in the environmental scan provided background information for Partnership Board members as they prepared for the strategic planning workshop. The Board of Directors convened the workshop on October 4, 2012 to create a renewed vision and mission for the Partnership, identify goals, and determine the roles and activities specific to three primary concerns:

1. Future roles and activities of the Partnership regarding Storrs Center (including staffing and funding).
2. Future roles and activities of the Partnership in fulfilling the vision and mission (including staffing and funding but excluding Storrs Center).
3. Organization and committee structure of the Partnership required in fulfilling the goals, roles, and activities articulated in numbers one and two above.

Goals and Supporting Roles and Activities

The members of the Board identified preliminary goals, activities, and roles during the Strategic Planning workshop. These were later honed by the Partnership Executive Committee. They will help direct work planning and operations of the Mansfield Downtown Partnership Board and staff from 2013 through 2015.

Storrs Center

The goals and associated roles and activities define the changing responsibilities of the Mansfield Downtown Partnership as construction phases are completed and Storrs Center becomes a vibrant mixed-use destination in the heart of Town.

Goal 1: Storrs Center hosts a variety of retail and commercial uses for residents, families, workers, students, and visitors.

Roles and Activities

- A. Take on a facilitative role for Phases 1B, 1C, and Market Square during permitting, after construction, and with occupancy.
- B. Act as a liaison between local business owners and entrepreneurs and development team members.
- C. Advocate for unique retail establishments.

Goal 2: Storrs Center is an attractive place to live for a broad range of residents.

Roles and Activities

- A. Identify a plan to bring for-sale housing to the area.
- B. Assist developer in reaching out/marketing rental and for-sale housing options to the broad community, including UConn staff

and faculty, Eastern Connecticut State University, and Windham Hospital.

- C. Advocate for a variety of housing layout options and for a model apartment in Phase 1B.

Goal 3: The Mansfield Downtown Partnership promotes the long-term aesthetics and viability of Storrs Center as the primary destination in the Downtown District.

Roles and Activities

- A. Assure the physical plant is well managed.
- B. Clarify the overlaps and distinctive roles among management entities at Storrs Center and the Intermodal Transportation Center.
- C. Facilitate the design and implementation of an award-winning, beautiful, functional, and sustainable Town Square.
- D. Implement the *Downtown District Public Spaces and Green Infrastructure Master Plan*.

Goal 4: The Mansfield Downtown Partnership coordinates a variety of community events that appeal to residents and visitors of all ages.

Roles and Activities

- A. Plan a series of seasonal festivals.
- B. Support and promote other community activities and events sponsored by community organizations that are held downtown.
- C. Leverage the various UConn resources (alumni, arts, athletics, activities, events, affinity groups) to attract more visitors to Storrs Center.

Goal 5: Storrs Center is accessible by pedestrians, cyclists, motorists, and public transit users.

Roles and Activities

- A. Coordinate access to diverse transportation alternatives and inform residents and visitors about the availability of the options.

- B. Work with UConn to improve the Bolton Road connection to Hillside Road.
- C. Provide a welcoming customer service presence in the Intermodal Transportation Center and throughout the downtown district.

Goal 6: The Mansfield Downtown Partnership and master developer collaborate effectively and cooperatively to create a successful Storrs Center.

Roles and Activities

- A. Create an effective structure to review the objectives and actions of the developer and the Partnership in making development decisions.

This structure builds in adequate time for both parties to react to new proposals and to evaluate them based on the *Storrs Center Municipal Development Plan* and the *Storrs Center Special Design District and Sustainability Guidelines*.

- B. Periodically assess the actions of the developer using benchmarks developed by the Partnership.

Four Corners and King Hill Road

Goal 7: Four Corners will serve as the main gateway to our university community, featuring sustainable community, commercial, and residential development.

Roles and Activities

- A. Support infrastructure planning and construction.
- B. Participate in Town/UConn visioning for Four Corners, including involvement in Mansfield Tomorrow's Advisory Group.

Goal 8: King Hill Road will serve as an important commercial node, bridging the University and the greater Mansfield community.

Roles and Activities

- A. Work with UConn and the Town to identify pedestrian connectors to the downtown.

- B. Participate in Town/UConn visioning for King Hill Road, including involvement in Mansfield Tomorrow's Advisory Group.
- C. Coordinate with the UConn Tech Park Advisory Committee.

Downtown District

Goal 9: Downtown District commercial areas will have a unique character, appeal, and audience that will create a distinct and complementary neighborhood (as defined in the Downtown District Public Spaces and Green Infrastructure Master Plan).

Roles and Activities

- A. Collaborate with property owners to define the desired character for each area.

Organization and Structure

Goal 10: The Mansfield Downtown Partnership is a sustainable organization that has adequate resources.

Roles and Activities

- A. Assess staffing levels, as needed, to meet the goals of the organization.
- B. Create a funding plan to support staffing requirements for attaining the goals of the organization.
- C. Assess the committee structure and reorganize, as needed, to meet the goals of the organization.
- D. Assess Board members' responsibilities.

Goal 11: The Mansfield Downtown Partnership promotes and leverages collaboration between local, university, and regional economic development entities.

Roles and Activities

- A. Participate in the creation of economic development strategies by the Town and by UConn.
- B. Coordinate with the UConn Tech Park Advisory Committee.

Next Steps

The energy and enthusiasm generated during the strategic planning workshop provides an excellent starting point for the work that remains to establish priorities for each of the upcoming challenges facing the Partnership. As the Partnership transitions to a role of assisting with management, programming, and special events, the work of making future phases of Storrs Center a reality remains.

Additionally, planning and supporting the next development horizons -- Four Corners and King Hill Road -- will present unique challenges and opportunities to extend existing collaborations while fostering new ones.

The strategic plan provides a blueprint for continued progress as detailed in the goals, roles, and activities and in the supporting action plan.

Attachment – Strategic Plan Survey Results

Introduction

An important step in identifying topics for discussion at the upcoming Board strategic planning workshop in October is taking the pulse of a broad audience of partners, members and stakeholders about the strengths, weaknesses, opportunities and threats (SWOT) facing the Partnership. Identifying these elements is a critical aspect of assessing the environment in which the Partnership will operate over the next three years.

An electronic survey accessible via email invitation allowed the Mansfield Downtown Partnership Board, members, town employees and University of Connecticut representatives to agree or disagree with statements pertaining to the strengths, weaknesses, opportunities, and threats to the Partnership. Although individual responses were anonymous, aggregated survey comments allowed common themes to be identified. Survey respondents indicated levels of agreement or disagreement with 43 SWOT statements using the responses strongly agree, agree, disagree, and strongly disagree.

Of those that received an invitation to participate, 37.1% completed the survey. The vast majority (70.3%) of survey respondents were Partnership members/partners. Thirteen of twenty Board members participated in the survey. Table 1 includes the completion rate for all invitees.

Table 1. Mansfield Downtown Partnership Survey Completion Rate

Survey Group	Sent	Replies	% Returned
Board	20	13	65.0%
Members/Partners	220	76	34.5%
Town	39	14	35.9%
UConn	12	5	41.7%
Total	291	108	37.1%

The survey results below are presented first as responses from Board members and then responses from Partnership members, town employees and University of Connecticut representatives.

Demographics

The following tables further detail the makeup of the survey participants. A majority of each set of respondents live in the Town of Mansfield, as shown in Table 2. Of those, 77% of the Board and 66% of non-Board members reside in the town.

Table 2. Mansfield Downtown Partnership Respondent Location

Do you live in the Town of Mansfield?	Board	UConn/Town/ Members
Yes	77%	66%
No	23%	34%

Table 3 shows the affiliations of the respondents. Half of the Board respondents and 78% of the non-Board members are individual members.

Table 3. Mansfield Downtown Partnership Respondent Member Affiliation

Affiliation	Board	UConn/ Town/ Members
Business	21%	13%
Organization	29%	9%
Individual	50%	78%

Many of the respondents in both groups are retired, as shown in Table 4 below. Only 17% of non-Board members work outside the Town of Mansfield.

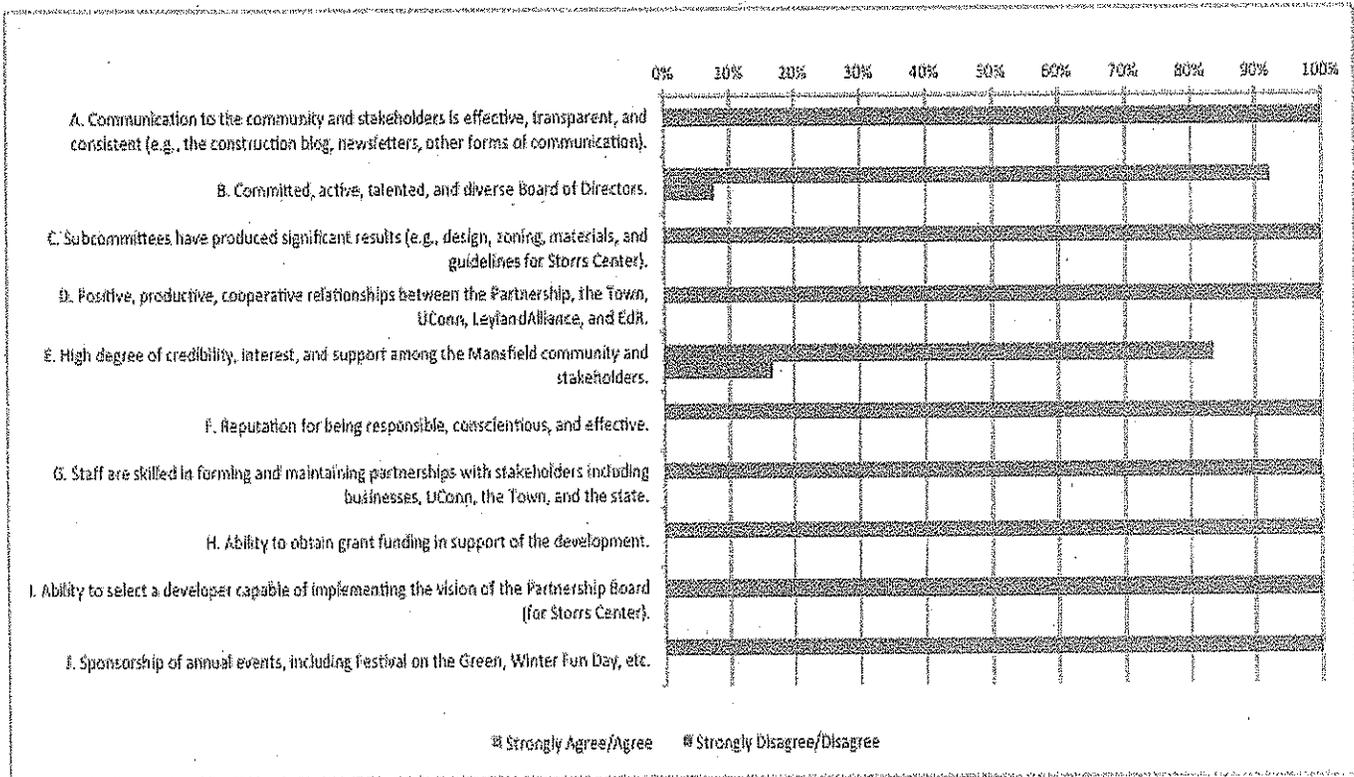
Table 4. Mansfield Downtown Partnership Respondent Occupation

Occupation	Board	UConn/Town/ Members
Town Staff	0%	9%
UConn Administration	25%	7%
UConn Faculty	0%	7%
UConn Staff	0%	9%
Other work in Mansfield	25%	20%
Other work outside of Mansfield	0%	17%
Retired	50%	31%
Student	0%	0%

Strengths

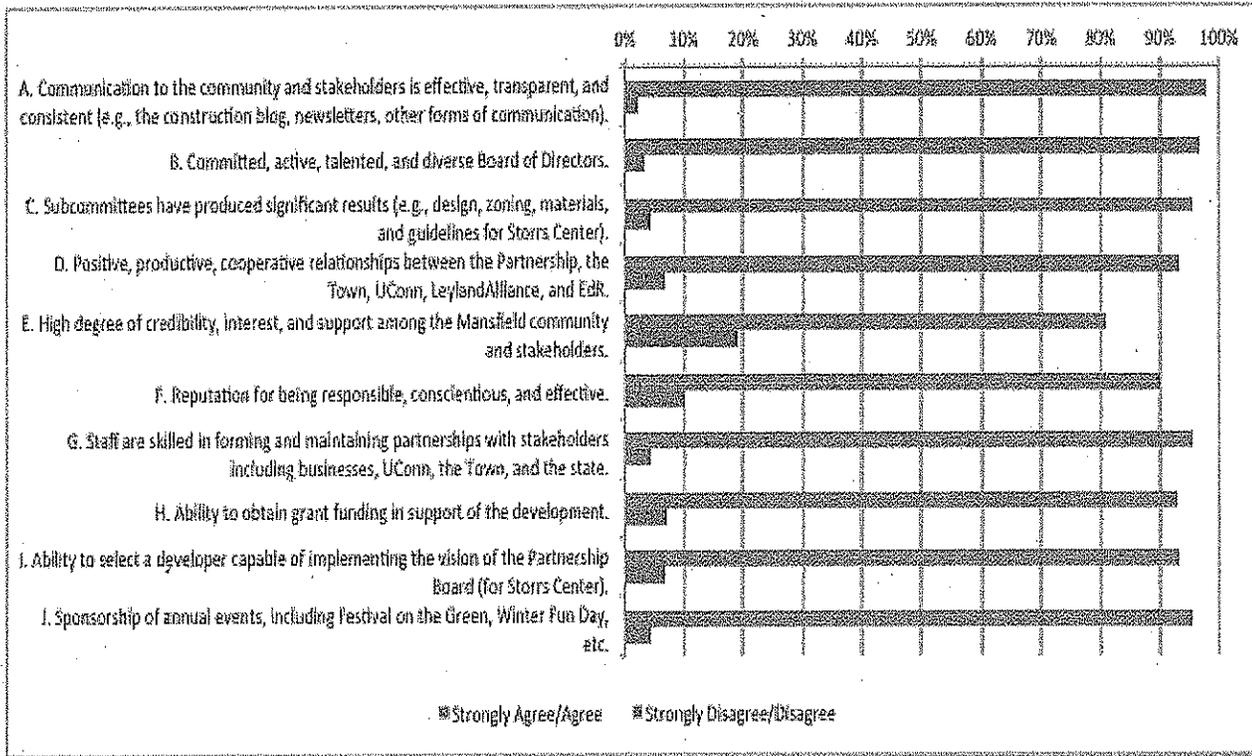
Ten statements related to the strengths of the Partnership comprise this section of the survey. Strengths are internal attributes of the Partnership that support the achievement of the goals and objectives. Strengths include the effective use of resources, capabilities, and core competencies. Figures 1 and 2 indicate areas of agreement and disagreement with these statements among the Board and non-Board members.

Figure 1. Strengths – Board Respondents



The Board was in 100% agreement that all but two of the statements represented strengths of the Partnership. Eight percent of the Board disagreed that statement B, "Committed, active, talented, and diverse Board of Directors," is a strength, and 17% disagreed that statement E, "High degree of credibility, interest, and support among the Mansfield community and stakeholders," is a strength.

Figure 2. Strengths – UConn/Town/Member Respondents

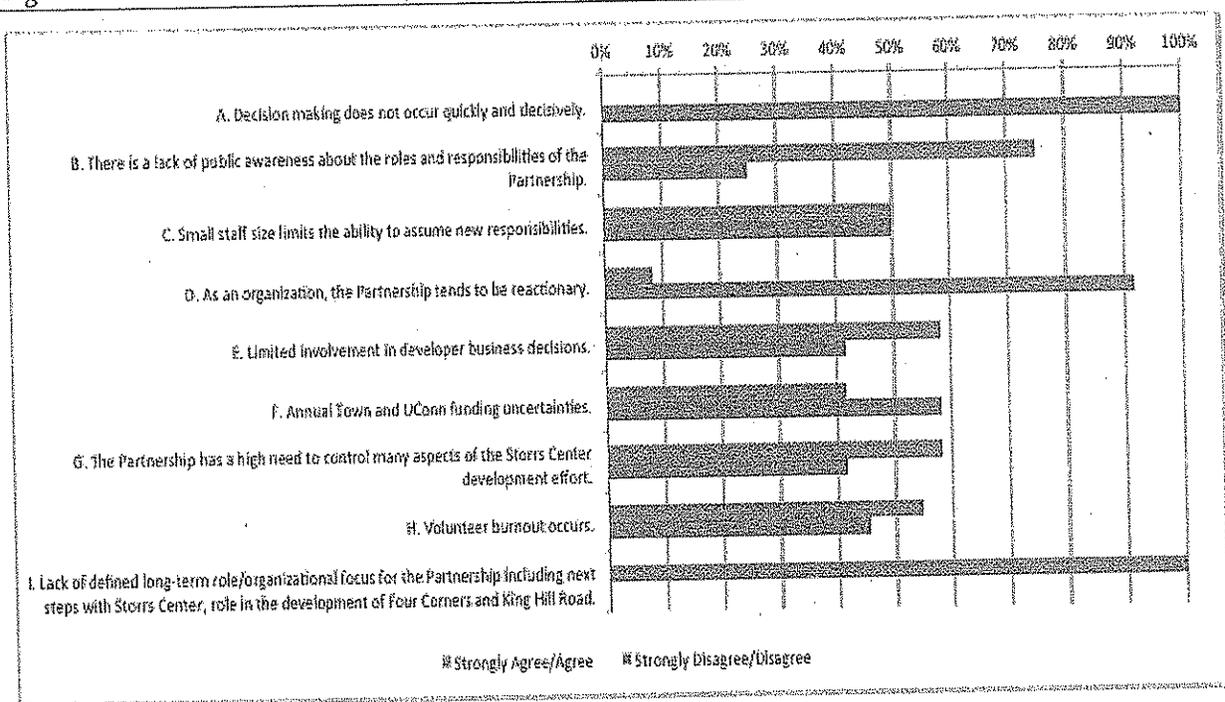


While there was more disagreement about the statements of strength among the non-Board members, none of the statements garnered less than 80% agreement. Interestingly, they mimicked the Board members in disagreeing the most (19%) with statement E.

Weaknesses

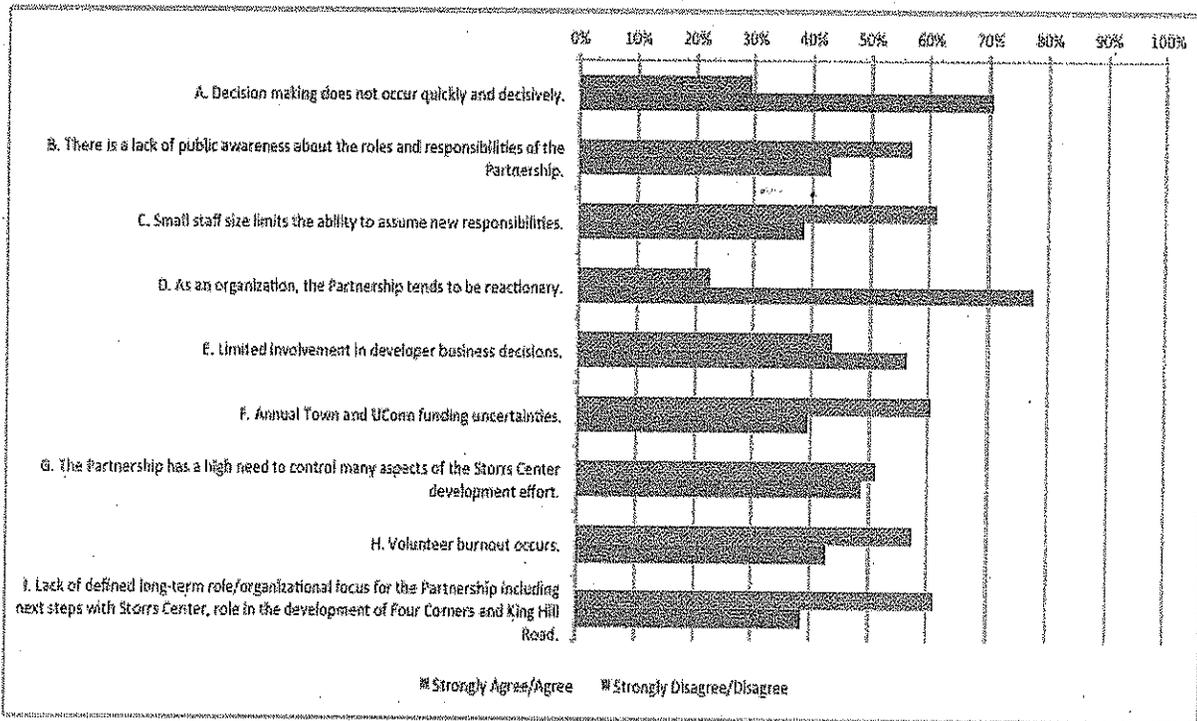
Nine statements related to perceived weaknesses of the Partnership comprise this section of the survey. Weaknesses are internal attributes of the Partnership that are harmful to the achievement of its goals and objectives. Weaknesses are expressed as limitations, faults, or shortcomings. Figures 3 and 4 indicate areas of agreement and disagreement with these statements among the Board and non-Board respondents.

Figure 3. Weaknesses – Board Respondents



The two most agreed-upon weaknesses identified by the Board are statements B, "There is a lack of public awareness about the roles and responsibilities of the Partnership," and I, "Lack of defined long-term role/organization focus..." Three-quarters (75%) of the responding Board members agree that statement B is a weakness and all responding Board members agree statement I is a weakness. These two statements are related. Perhaps the perceived lack of public awareness is due to the perceived lack of a defined focus from the Partnership. Responding Board members feel that decision making occurs quickly enough (100% disagreement with statement A) and that the Partnership is not too reactionary (92% disagreement with statement D).

Figure 4. Weaknesses – UConn/Town/Member Respondents

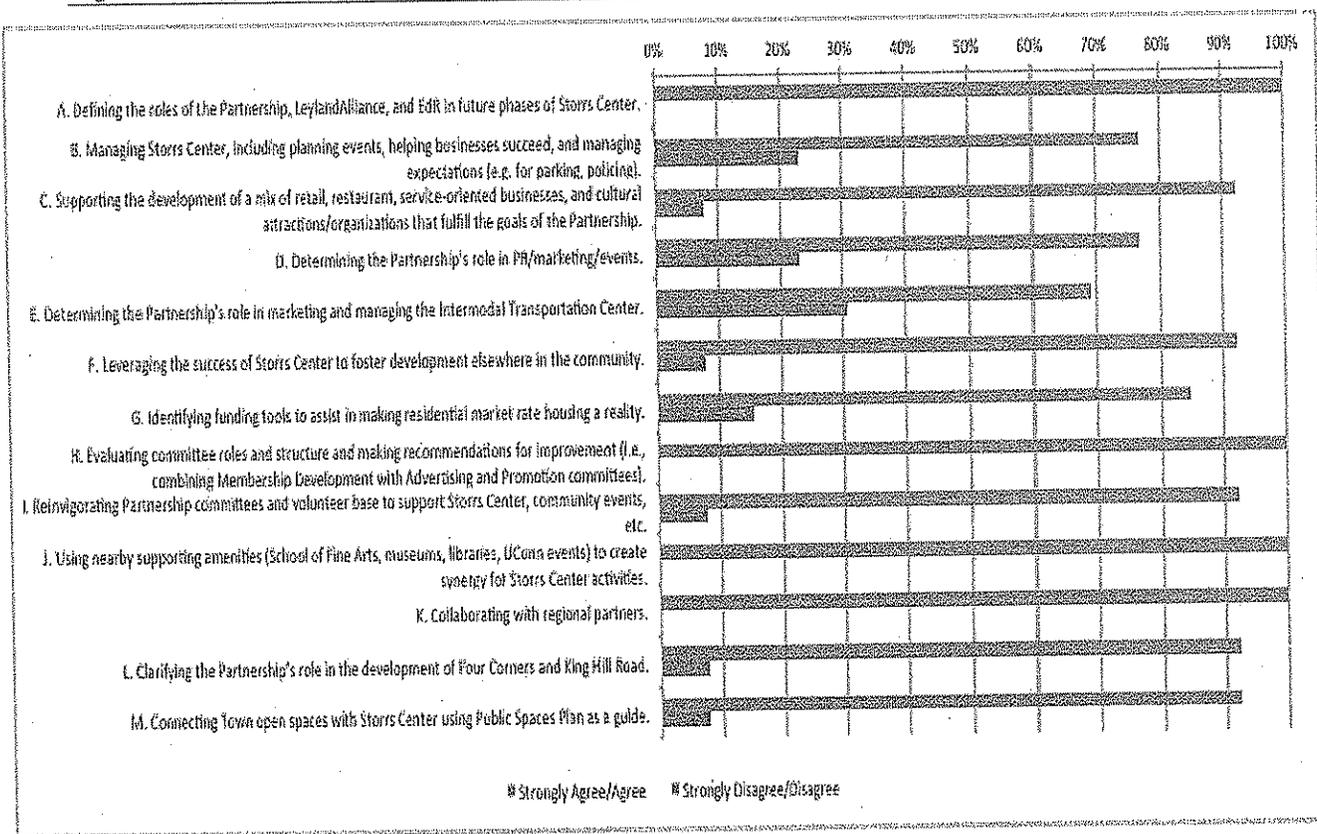


Similar to the Board respondents, non-Board respondents disagreed most with statements A (71%) and D (78%). However, unlike the responding Board members, there was not near unanimity that statements B and I reflected a weakness of the Partnership. However, a majority in each case (57% with statement B and 61% with statement I) indicated agreement.

Opportunities

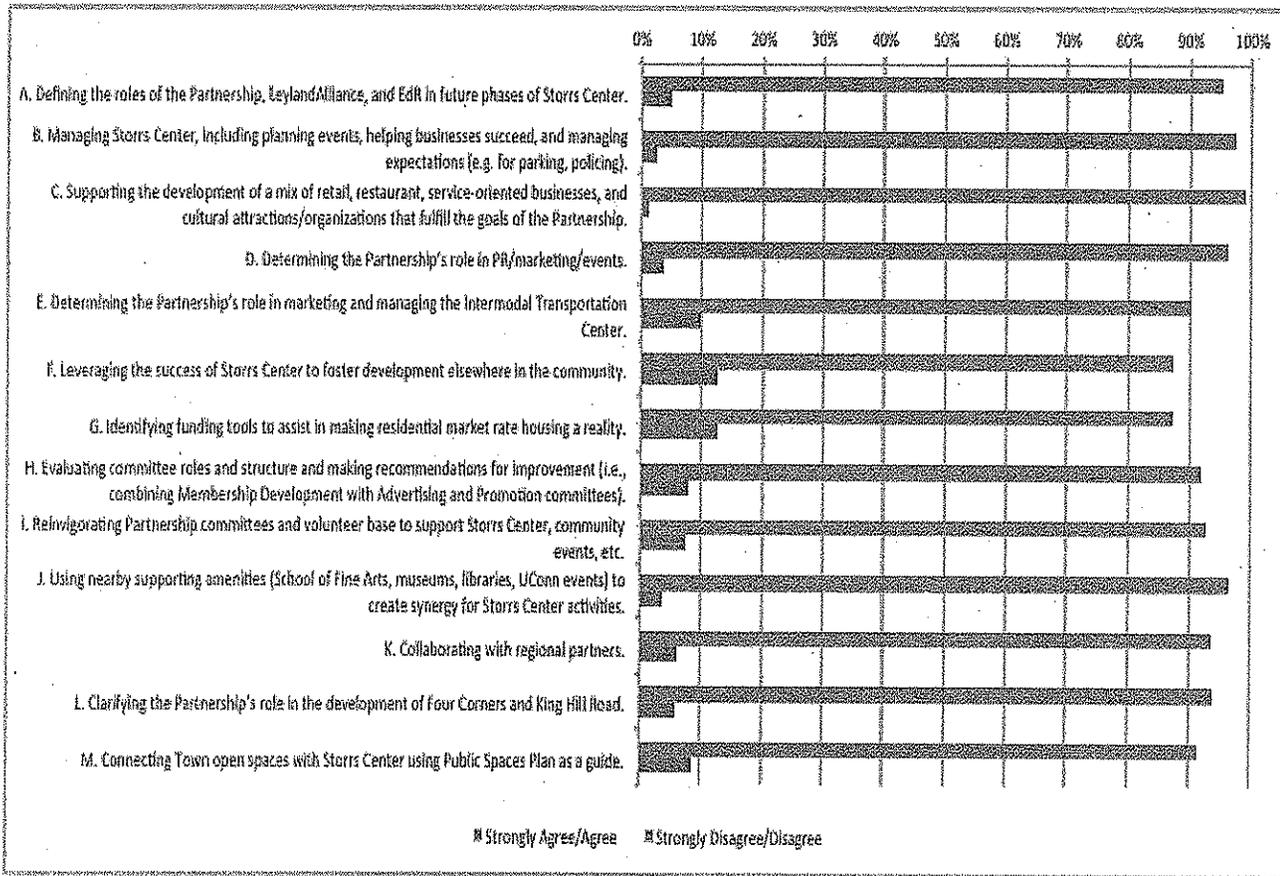
Thirteen statements suggesting opportunities of the Partnership comprise this section of the survey. Opportunities are external conditions that are helpful or beneficial to the achievement of the Partnership’s goals and objectives. Opportunities include favorable current or future conditions that are advantageous to the Partnership. Figures 5 and 6 indicate areas of agreement and disagreement with these statements among the Board and non-Board members.

Figure 5. Opportunities – Board Respondents



Responding Board members had near universal agreement that each statement represents an opportunity for the Mansfield Downtown Partnership. Three statements received the most disagreement. Thirty-one percent of responding Board members do not believe that statement E, “Determining the Partnership’s role in marketing and managing the Intermodal Transportation Center” is an opportunity. Almost one-fourth (23%) of the responding Board members disagree that statements B and D are opportunities. (Statement B refers to managing Storrs Center and statement D refers to the Partnership role in PR, marketing and events.)

Figure 6. Opportunities – UConn/Town/Member Respondents

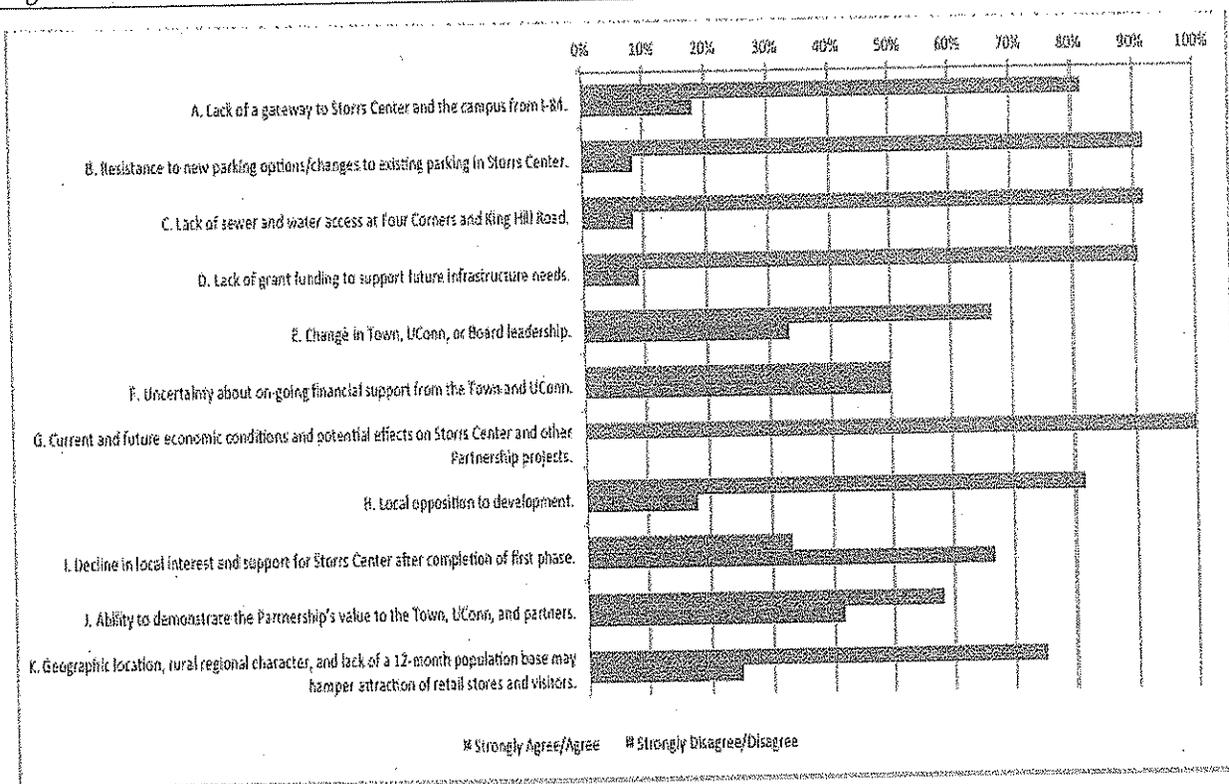


None of the opportunity statements received more than 15% disagreement from the responding non-Board members. Statements F (leveraging the Storrs Center to spur development) and G (finding funding for market rate housing) received the highest disagreement as opportunities for the Partnership, at 13%.

Threats

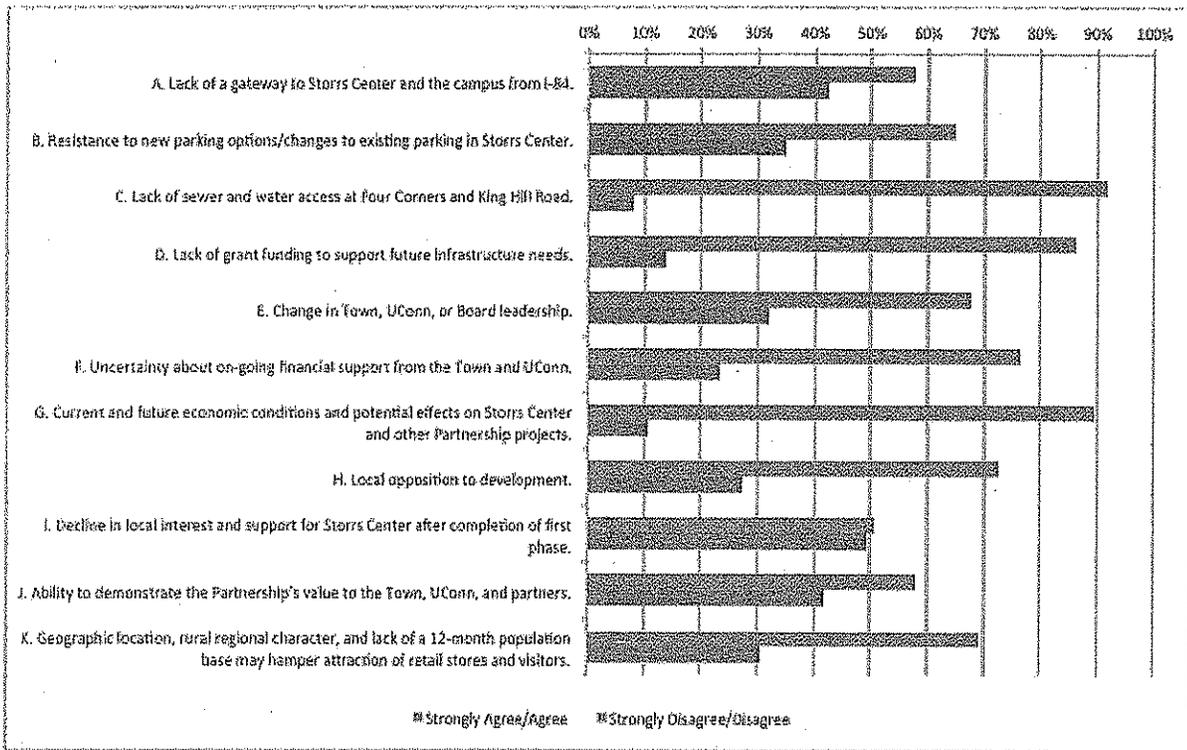
Eleven statements identifying potential threats to the Partnership comprise this section of the survey. Threats are external conditions that are harmful to the achievement of the Partnership’s goals and objectives. A threat may be an existing or future condition, trend, or change in the environment considered unfavorable, threatening, or damaging. Figures 7 and 8 indicate areas of agreement and disagreement with these statements among the Board and non-Board members.

Figure 7. Threats – Board Respondents



More than 60% of the Board members responding to the survey identified eight of the eleven statements as threats to the Partnership. All Board members agreed that statement G, “Current and future economic conditions...,” is a threat. Greater than 90% of the responding Board members agreed that statements B (parking options at Storrs Center), C (lack of sewer/water at Four Corners and King Hill Rd) and D (lack of grant funding for infrastructure) are threats.

Figure 8. Threats – UConn/Town/Member Respondents



Compared to responding Board member, non-Board member respondents were in less agreement that the statements provided were threats. However, more than 60% of the respondents agreed that seven of the eleven statements are threats. The threats identified by non-Board members most frequently were statements C (92%), G (89%), and D (86%), which is similar to the opinions expressed by responding Board members.

Strategic Planning Workshop Agenda and Topics

Board members were asked a series of questions about the upcoming strategic planning workshop, including identifying potential agenda items, topic areas and the Partnership mission statement. Table 5 shows responding Board members ideas about the importance of certain agenda items.

Table 5. Strategic Planning Workshop Potential Agenda Items

Agenda Items	Extremely Important	Important	Not Important
1. Partnership vision.	92%	8%	0%
2. Review of geographic areas of focus – Storrs Center, Four Corners, King Hill Road, UConn Technology Park, other.	85%	15%	0%
3. Three-year timeline for Storrs Center and other development areas, as determined.	77%	23%	0%
4. Partnership mission.	77%	23%	0%
5. Clarifying roles of the Partnership, UConn, Town, Developer (e.g., setup, funding, management).	77%	23%	0%
6. Partnership's role in influencing Storrs Center retail mix.	54%	38%	8%
7. Partnership structure and organization including staffing, funding, committees.	50%	50%	0%
8. Partnership's role in public space planning, design and enhancements.	50%	25%	25%
9. Partnership's role in Storrs Center event planning.	31%	54%	15%
10. Partnership's role in managing Intermodal Transportation Center.	31%	38%	31%
11. Cultivating regional partners.	23%	77%	0%
12. Leveraging of UConn athletic and arts events in support of Storrs Center.	23%	69%	8%
13. Partnership's role in retaining and improving existing businesses and attracting new business.	23%	54%	23%

As Table 5 shows, Partnership vision and a review of the geographic areas of focus have been identified as the most important agenda topics for discussion at the strategic planning workshop. Discussion about the roles and mission of the Partnership was also identified as being extremely important topics for discussion.

Board members also ranked their three most important topics for discussion at the strategic planning workshop. The resulting weighted rankings and total score is shown in Table 6.

Table 6. Strategic Planning Workshop Potential Topic Areas

Topic Areas	Total Score
1. Partnership mission.	15
2. Review of geographic areas of focus – Storrs Center, Four Corners, King Hill Road, UConn Technology Park, other.	12
3. Partnership vision.	11
4. Clarifying roles of the Partnership, UConn, Town, Developer (e.g., set up, funding, management).	9
5. Partnership structure and organization including staffing, funding, committees.	8
6. Three-year timeline for Storrs Center and other development areas, as determined.	6
7. Partnership's role in influencing Storrs Center retail mix.	5
8. Partnership's role in managing Intermodal Transportation Center.	3
9. Partnership's role in public space planning, design and enhancements.	3
10. Leveraging of UConn athletic and arts events in support of Storrs Center.	2
11. Cultivating regional partners.	2
12. Partnership's role in Storrs Center event planning.	1
13. Partnership's role in retaining and improving existing businesses and attracting new business.	1

The three topic areas chosen by responding Board members are similar to the most important agenda items: mission, review of the geographic areas of focus and vision.

Board members were asked to agree or disagree that certain references in the mission statement should remain. Table 7 shows that there is general agreement the mission statement should reference Four Corners and the relationship between the Town and UConn. Board members do not agree on referencing King Hill Road or the Partnership's management role in the Storrs Center in the mission statement.

Table 7. Strategic Planning Workshop Potential Mission Statement References

Mission Statement References	Agree	Disagree
The mission statement should include wording about the relationship with the Town and UConn.	85%	15%
The reference to Four Corners should remain.	83%	17%
The mission statement should include wording about the Partnership's management role in Storrs Center.	54%	46%
The reference to King Hill Road should remain.	50%	50%

Appendix – Environmental Scan



Mansfield Downtown Partnership, Inc.
Three Year Organizational Strategic Plan

Environmental Scan – Strategic Plan Workshop
October 4, 2012

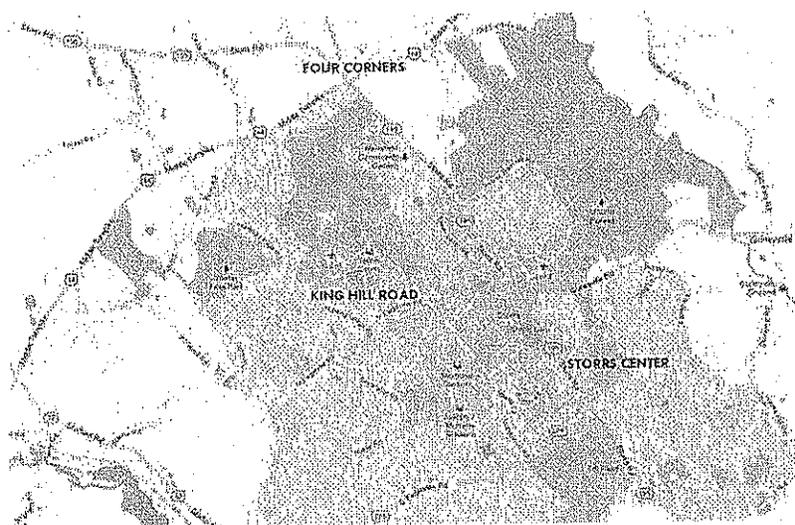
PURPOSE

The environmental scan provides background information that may affect the Partnership in the future. This information will help provide a context for establishing a vision, refining the current mission statement, and goal setting.

CURRENT MISSION

The Mansfield Downtown Partnership, an independent non-profit, is an association of the town of Mansfield, the University of Connecticut, local business and property owners, civic and cultural groups, and citizens organized to strengthen and revitalize three Mansfield commercial areas: Storrs Center, Mansfield Four Corners (intersection of Route 44 and Route 195) and King Hill Road (road where Lodewick Visitors Center is located that connects with North Eagleville Road). It seeks to transform these areas by retaining and improving existing businesses, attracting new business, initiating real estate development and public improvements consistent with physical master plans; execution of special events; and advocacy.

TOWN OF MANSFIELD



FOUR CORNERS

- The joint UConn/Town Water Supply Environmental Impact Evaluation (EIE) to identify a new source/s of water for UConn and the Town, including Four Corners, is expected to be released for public comment in October 2012
- Design for the pump station and collection system is on-going

FOUR CORNERS

- A more detailed vision/design strategy for the Four Corners area will be identified over the next 2-3 years as part of the update to the Plan of Conservation and Development and new Zoning & Subdivision regulations that are being developed through the HUD Community Challenge Planning Grant

KING HILL ROAD

- Lodewick Visitors Center - existing
- Huskies and Teds (restaurants) - existing
- Parking lots - existing
- As with Four Corners, a more detailed vision/design strategy for the King Hill Road area will be identified over the next 2-3 years through implementation of the HUD Community Challenge Planning Grant

ORGANIZATION

- 19 member Board of Directors
 - 3 representatives each from Town, UConn, and Mansfield Business and Professional Association
 - 3 ex-officio members (Mayor, UConn President or designee, Chair of Mansfield Business and Professional Assoc.)
 - 6 members of Board elected by the membership
 - UConn student representative (*currently vacant*)

ORGANIZATION

- 6 working committees
 - Advertising
 - Business
 - Finance and Administration
 - Planning and Design
 - Membership
 - Nominating
- Executive Committee
- 2 Full-time staff
- Volunteer network (average of 50 volunteers to draw from for activities, letter writing, presentations, public testimony)

STAFFING

- 2 FTE – Executive Director and Communications and Special Projects Manager
 - Executive Director: 50 to 55 hour work week
 - Communications and Special Projects Manager: 40 hour work week

STAFF TIME COMMITMENT TO PROJECTS:
EXECUTIVE DIRECTOR (BY %)

- Grant writing and administration– 10%
- Administrative (i.e., minutes, bills, arranging meetings) – 25%
- Communications (presentations, updates to community, review of material (web, press releases)) – 25%
- Project Management (strategy sessions, policy development, committee and meeting prep, staffing, and follow-up, putting out fires!) – 40%

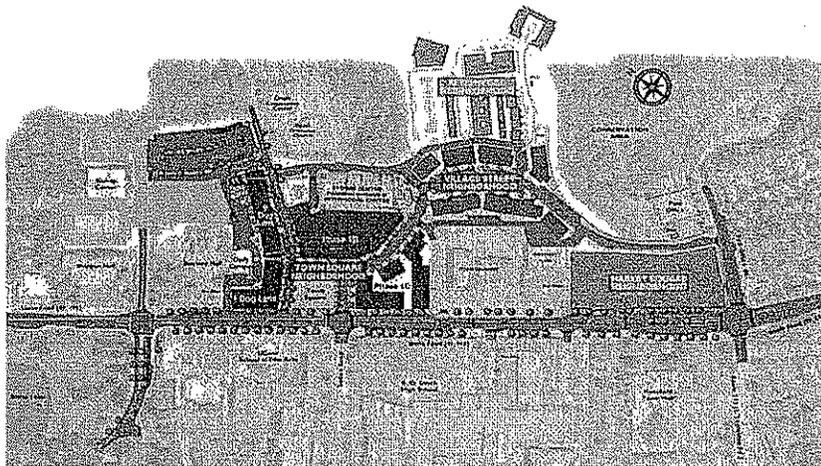
STAFF TIME COMMITMENT TO PROJECTS:
COMMUNICATIONS AND SPECIAL PROJECTS MANAGER

- Grants (Assisting with applications, researching opportunities): 5%
- Administrative (Agendas & Minutes, maintaining databases (e.g. Interested Parties), answering phones, receiving visitors, maintaining files): 15%
- Communications (Press releases, website, monthly email updates, social media, newsletters, annual reports, email blasts, submissions to outside publications): 30%
- Events (Festival, Celebrate Mansfield Weekend, Winter Fun Day, grand openings): 50%

FINANCIALS

- Town - \$125,000 yearly commitment
- UConn - \$125,000 yearly commitment
- Contribution of \$125,000 steady for last 6 years
- Membership - ~\$17,000 (315 members/high of 407, \$22,400 in FY 2007/2008)
- Fund balance of \$303,274 as of end of fiscal year

STORRS CENTER: CONCEPT PLAN



STORRS CENTER PHASING STATUS

(tentative schedule and approximate no. of units and square footage)

- Phase 1B (1 Royce Circle) – Opens August 2013 (195 apts and 40,000 square feet of commercial)
- Village Street – Construction completed in summer 2013 in time for opening of Phase 1B
- Town Square – Open in fall 2013
- Nash-Zimmer Intermodal Transportation Center – Open in late 2013

STORRS CENTER PHASING STATUS

(tentative schedule and approximate no. of units and square footage)

- Market Square Neighborhood – Open end of 2013 (32,000 foot grocery store and 5,000 additional feet of commercial space)
- Phase 1C – Open in summer 2014 (200 residential units; 25,000 square feet of commercial)
- Village Street Neighborhood – Open in 2016 (100-150 residential units; 40,000 square feet of commercial)

STORRS CENTER PHASING STATUS

(tentative schedule and approximate no. of units and square footage)

- Residential Neighborhood – Start construction in 2014/2015 and complete in approximately 3 years, depending on market demand (80 to 120 residential units)

TOWN/UCONN PROJECTS AFFECTING STORRS CENTER

- Four Corners – availability of water and sewer will influence commercial growth and possibly residential growth
- UConn to hire 290 tenure-track faculty over next four years

TOWN/UCONN PROJECTS AFFECTING STORRS CENTER

- UConn Technology Park in planning stages with first 125,000 square foot building to house CT Collaboratory for Materials and Manufacturing – to open in 2015
- Both UConn initiatives bring additional jobs and desire for amenities including housing, retail, restaurants, offices, recreational activities

AREAS OF FOCUS 2012

- Approval process for buildings, roads, parking garage, and intermodal transportation center (design review, zoning permits)
- Project Coordination with Leyland, Town, UConn, and contractors
- Grant writing and administration

AREAS OF FOCUS 2012

- Communications (presentations, radio, TV, information packages, Partnership website, construction website, facebook, newsletter, press releases, e-mail blasts, articles)
- Marketing (residential units to broad audience; commercial businesses)
- Staffing Parking Steering Committee and development of Parking Management Plan
- Events (Festival, Winter Fun Day)

POTENTIAL NEW OR INCREASED AREAS OF FOCUS 2013-2015

- Marketing
 - Signage program
 - Businesses
- Event Planning on town square, sidewalks, intermodal transportation center plaza, pocket parks
 - Festival on the Green, Winter Fun Day
 - Seasonal (Halloween, carolers, etc.)
 - Concerts, plays, puppetry performances, etc.

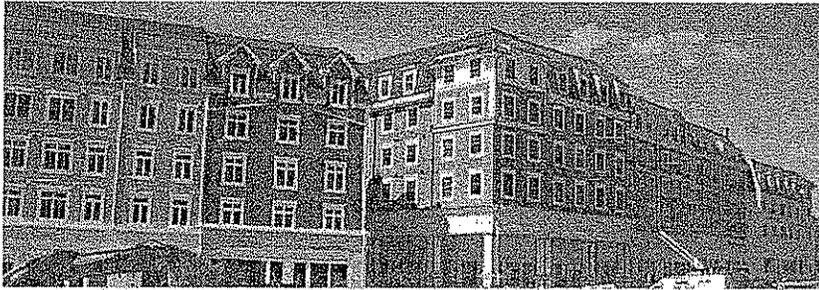
POTENTIAL NEW OR INCREASED AREAS OF FOCUS 2013-2015

- Managing Storrs Center downtown
 - Intermodal transportation center
 - Parking ombudsman
 - Beautification and maintenance
 - Business association (retail enhancement including workshops)
- Implementation of Public Spaces Master Plan
 - Marketing
 - Signage and markers for urban trail system

POTENTIAL NEW OR INCREASED AREAS OF FOCUS 2013-2015

- Oversight of Storrs Center
 - Consistency with Mission and Vision using Leyland Business Plan review as vehicle
- Grant Writing and Administration
- Assist Leyland with future phase development including residential neighborhood
- Communications

OUR PROGRESS!





**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MH*
CC: Maria Capriola, Assistant Town Manager; Virginia Walton, Recycling Coordinator
Date: April 8, 2013
Re: Presentation on Solarize Mansfield-Windham Program

Subject Matter/Background

At Monday's meeting, Recycling Coordinator Virginia Walton will introduce the Town Council to the *Solarize Mansfield-Windham* program and provide an update on its progress.

The towns of Mansfield and Windham, along with Bridgeport, Canton and Coventry, have been selected through a competitive process to participate in *Solarize Connecticut*. *Solarize Connecticut* is a program sponsored by the state's Clean Energy Finance and Investment Authority (CEFIA) that combines coordinated education and outreach efforts with a tiered pricing offer from a pre-selected installer. The more residents that participate in the program, the more the price drops, with all residents receiving the lowest possible price for their installation no matter when they sign up for the program.

We are excited about the *Solarize Mansfield-Windham* program, and hope that it will lead to increased solar installations within our region.

Solarize Mansfield- Windham

Solar. Simple. Together.

For Mansfield
and Windham
Residents
ONLY!!

Now is the time to go solar.

Save money by taking advantage of a unique group buying opportunity from the Towns of Mansfield and Windham in partnership with the State of Connecticut. The Solarize program benefits include:

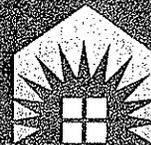
- Significant solar discounts which increase in size as more people sign up.
- Lower monthly utility bills.
- Pre-selected, competitively chosen installer for our community, C-TEC SOLAR.

To learn more about Solarize, visit our website at www.SolarizeCT.com/Mansfield-Windham.

Sign up today and be guaranteed the lowest price available by the end of the program.

You must sign a contract by July 12, 2013 to qualify.

For a free no obligation site consultation, call C-TEC SOLAR at 1-855-76-Solar (76527).



Solarize
CONNECTICUT
MANSFIELD-WINDHAM

Facebook.com/SolarizeCT @SolarizeCT

www.SolarizeCT.com/Mansfield-Windham

energize **CT**
CONNECTICUT



Mansfield-Windham's chosen solar installer:



About C-TEC SOLAR:

C-TEC SOLAR is a fully licensed and insured solar contractor that specializes in full turnkey, clean technology and alternative energy projects. In an effort to not only meet, but exceed our clients' expectations, we employ only the highest quality installers. Most importantly, from the start of the project until the final inspection, C-TEC Solar is focused on delivering quality installations with uncompromising customer service.

Below are base prices offered through Solarize CT, exclusive of adders required by your specific property.

Group Discount Pricing:

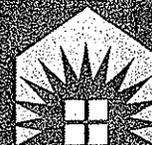
	Tier 1	Tier 2	Tier 3	Tier 4	Tier 5
	1 kW to 25 kW	25 kW to 50 kW	50 kW to 150 kW	150 kW to 250 kW	250 kW or more
Purchase (\$/w)	\$3.59	\$3.54	\$3.50	\$3.40	\$3.32

Average Purchased System Cost (est. @7kW):

	Market Rate	Tier 1	Tier 3	Tier 5
Price	\$33,768.00	\$25,848.00	\$25,200.00	\$23,904.00
Estimated CEPIA Incentive	\$9,597.00	\$9,046.80	\$8,820.00	\$8,366.40
Federal Tax Credit	\$7,251.30	\$5,040.36	\$4,914.00	\$4,661.28
Net Price	\$16,919.70	\$11,760.84	\$11,466.00	\$10,876.32
Your Discount		\$5,158.86	\$5,453.70	\$6,043.38

Solar Hot Water available at tiered and discount prices.

**For more information or to speak to a C-TEC SOLAR sales representative,
call 1-855-76-Solar (76527).**



Solarize
CONNECTICUT
MANSFIELD-WINDHAM

PAGE
BREAK



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant Town Manager; Mary Stanton, Town Clerk
Date: April 8, 2013
Re: Historic Documents Preservation Grant

Subject Matter/Background

Attached please find an application in the amount of \$6,500.00 to the state's Historic Documents Preservation Grant Program. As explained in the application, the grant funds would be used to complete a back-file conversion project for existing land records. Upon completion of the project all our land records back to 2007 will be available electronically both in-house and via a web-based portal system.

The state funds the grant program via a specific \$3.00 filing fee charged with the filing of land records, in which the town retains \$1.00 and remits the \$2.00 balance to the state. The State Library's Office of the Public Records Administrator oversees the fund and coordinates the grant program for Connecticut municipalities.

Financial Impact

The grant program does not require a local "match" or contribution from the town.

Recommendation

Staff recommends that the Council authorize the Town Manager to submit the grant application on behalf of the town. If the Town Council supports this recommendation, the following resolution is in order:

Resolved: That Matthew W. Hart, Mansfield Town Manager, is empowered to execute and deliver in the name and on behalf of this municipality a contract with the Connecticut State Library for a Historic Documents Preservation Grant.

Attachments

- 1) Proposed Grant Application

APPLICATION
TARGETED GRANT FY 2014
 Historic Documents Preservation Program
 Connecticut Municipalities
 GP-001 (rev. 12/11)



STATE OF CONNECTICUT
 Connecticut State Library
 PUBLIC RECORDS ADMINISTRATOR
 231 Capitol Ave., Hartford, CT 06106

This form may be completed and printed for submission at www.cslib.org/publicrecords/histdoc/grantforms.htm.

Name of Municipality:	Mansfield		
Name of Municipal CEO:	Matthew W. Hart	Title:	Town Manager
Phone with Area Code:	860-429-3336	FAX:	860-429-6863
Email:	hartmw@mansfieldct.org		
Name of Town Clerk:	Mary Stanton	Title:	Town Clerk
Phone with Area Code:	860-429-3303	FAX:	860-429-7785
Email:	stantonml@mansfieldct.org	Check if Designated Applicant:	<input type="checkbox"/>
TC Mailing Address:	4 South Eagleville Road, Mansfield, Ct 06268		
MCEO Address if Different:			

Grant Application Deadline: Cycle 1: April 30, 2013 Cycle 2: September 30, 2013

Grant Contract Period: The contract period begins after July 1, 2013 AND receipt of the fully executed contract. Grant projects must be completed and funds expended by June 30, 2014.

Maximum Grant Allowed:

\$4,000	Small Municipality	Population less than 25,000
\$6,500	Medium Municipality	Population between 25,000 and 99,999
\$9,500	Large Municipality	Population of 100,000 or greater

Amount Requested: \$ 6,500

Grant Category(ies):

<input type="checkbox"/> Inventory and Planning	<input checked="" type="checkbox"/> Organization and Indexing
<input type="checkbox"/> Program Development	<input type="checkbox"/> Storage and Facilities
<input type="checkbox"/> Preservation/Conservation	

Budget Summary	Grant Funds (A)	Local Funds (B)	Total Funds (A+B)
1. Consultants/Vendors (Total cost for all consultants and vendors)	\$ 6500	\$	\$ 6500
2. Equipment (Total cost for eligible items, i.e. shelving)	\$	\$	\$
3. Supplies (Total cost for eligible items, i.e. archival supplies)	\$	\$	\$
4. Town Personnel Costs (Total cost for all town personnel)	¹ \$	² \$	\$
5. Other (Please specify on a separate sheet)	\$	\$	\$
6. TOTAL	\$ 6500	\$	\$ 6500

¹ Base pay only for personnel hired directly by the municipality. Personnel costs for vendors should be listed under Consultants/Vendors.

² Personnel taxes and benefits must be paid by the municipality if grant funds used for base pay.

Narrative

Answer the following four questions on a separate page, numbering each answer to correspond with the question. If applying for more than one project, be sure to include information on each project. A vendor's proposal or prepared text may not be used in place of the applicant's own words.

1. Describe the project(s). Identify the specific records involved (including type of records, volume numbers and dates), what will be done, and why.
2. Identify the vendors and/or town personnel. Include their assigned duties and the timeframe for completing the work.
3. Describe what the municipality hopes to accomplish with the grant. Indicate how the project(s) will impact the records, the office and the municipality.
4. Provide a detailed budget. For each Budget Summary line item (*Consultants/Vendors, Equipment, Supplies, and Town Personnel Costs*), list the detailed expenses that make up that line item. Split the costs between grant and local funds, if applicable. For any *Town Personnel Costs*, include the job title, hourly rate, and total number of working hours for each individual.

Note: If applying for only one project and using only one vendor, you may omit the detailed budget provided that the expenses are clearly indicated on the enclosed vendor proposal.

Supporting Documentation

Enclose copies of supporting documentation. For consultants/vendors, provide a copy of the proposal or quote. For direct purchases of equipment or supplies, provide a copy of the product information/pricing.

Designation of Town Clerk as Applicant

This section to be completed only if the MCEO wishes to designate the Town Clerk to make the application for the grant.

I hereby designate, _____, the Town Clerk, as the agent for making the above application.

Signature of MCEO

Date

Typed Name and Title of MCEO

Certification of Application

This section must be signed by the applicant.

If the Town Clerk has been designated above, the Town Clerk must sign. If the Town Clerk is not designated, the MCEO must sign.

I hereby certify that the statements contained in this application are true and that all eligibility requirements as outlined in the *FY 2014 Targeted Grant Guidelines* have been met.

Signature of Applicant (MCEO or Town Clerk if Designated)

Date (must be same as or later than above date)

Matthew W. Hart, Town Manager

Typed Name and Title of Applicant

For State Library Use Only

Grant Disposition: Approved Denied

Grant Award: \$ _____

Grant Number: _____

Signature of Public Records Administrator

Date

Historic Documents Preservation Program

Targeted Grant FY 2014 – Mansfield CT

1. The Town of Mansfield is installing a new operating system in April 2013. For the first time we will have the ability to scan and retrieve land records for ourselves and our customers. We will be joining the Cott portal system allowing access to our records via the website. All documents will be scanned and available going forward but to make the system truly functional we would like to fund a backfile conversion project.
2. Cott Systems will be our vendor for this project. Their duties will include the onsite scanning, evaluation and import of the records into our system. Cott will also provide training to our staff. Completion of the project will be prior to June 2014.
3. This project will allow the Town of Mansfield to backfile approximately 118 land record volumes dating back to July 2007. This project will provide many benefits for the Town of Mansfield including easier access to our land records both in-house and via the web portal and less wear and tear on our original documents as residents will be able to print pages directly from the index. This project marks the beginning of our efforts to make more and more of our records available electronically. Once we are trained we are planning to scan and link documents to many of our existing indexes in-house.
4. Please see the attached quote from Cott Systems.

To: *Mary Stanton, MANSFIELD CT Town Clerk*
From: *Bill Nichols, Regional Sales Manager*
Date: *March 12, 2013*
Subject: *Backfile Conversion Grant Money*

Thank you for presenting Cott the opportunity to provide budgetary pricing that will enable you to make some of your historical records available electronically. This is a great step, as you are not only making your records more accessible to your constituents; you are also preserving the hard copy records forever. Cott is pleased to be a part of this major milestone.

As you apply for grant money to help fund this effort, this memo will provide the necessary support to assist you in the application process.

Project Scope

- Complete Backfile Conversion project
- Source: Onsite Scanning
- Stopping upon reaching the value of \$6,500, per the Grant Money awarded for such effort

Project Deliverables

1. Cott captures images from hard copy record books.
2. Cott evaluates images for quality and completeness.
3. Cott formats the images for import into customer's Resolution/Resolution3 land records system.
4. Cott develops import utility to load the images and link images to existing index records.
5. Cott trains staff and support issues related to the project.
6. Unit Price is \$0.11 per image.

Project Requirements and Assumptions

- o Onsite scanning:
 - Books are loose leaf (not bound).
 - Page size is less than 11 x 17 (does not include large plats)
- o Cott is not responsible for the integrity of the index data nor is Cott responsible for correcting any anomalies with the index data. Any anomalies in the indexed data that may prevent images from properly linking will be flagged and reported to the customer in a log file during the import process.
- o The pricing is based on a group rate [multiple towns committing to do backfile scanning work with Cott]. The more towns that commit, the lower the rate.
- o The commencement of the project will be contingent on timing of when other towns commit to this effort.

This proposal is intended for use as an estimate. The town specific project deliverables and scope will be defined more firmly upon customer's request and an executable agreement between Cott and Customer will be provided.

Thank you for your interest in this service.

PAGE
BREAK



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *Matt*
CC: Maria Capriola, Assistant Town Manager; Linda Painter, Director of Planning and Development; Kevin Grunwald, Director of Human Services
Date: April 8, 2013
Re: Fair Housing Resolution

Subject Matter/Background

As explained in the attached memorandum from the Director of Planning and Development, the Department of Economic and Community Development (DECD) has determined that the planned community playground project is not currently eligible for funding under the Small Cities Community Development Block Grant Program (CDBG).

However, in order to apply for future funding under the CDBG program, the Town is required to maintain its Fair Housing Policy and Compliance with Title VI of the Civil Rights Act of 1964 Policy. Although these policies have not been rescinded, the Department of Economic and Community Development requires re-adoption of these policies on a periodic basis. As a policy matter and as a legal requirement, it is important for the town to help ensure that all citizens are afforded a right to full and equal housing opportunities.

Recommendation

For the reasons noted above, staff recommends that the Town Council adopt the proposed *Fair Housing Resolution* as presented.

Attachments

- 1) L. Painter re 2013 Small Cities Grant Round
- 2) Fair Housing Resolution

**TOWN OF MANSFIELD
DEPARTMENT OF PLANNING AND DEVELOPMENT**

LINDA M. PAINTER, AICP, DIRECTOR

Memo to: Matthew Hart, Town Manager
Copy to: Town Council
Maria Capriola, Assistant Town Manager
Kathleen Krider, Mansfield Advocates for Children
Jessie Shea, Planning and Community Development Assistant
From: Linda M. Painter, AICP, Director of Planning and Development
Date: April 2, 2013
Subject: 2013 Small Cities Grant Round

As you know, on March 11th, the Town Council approved the submission of a Small Cities grant application for the Community Playground. Immediately after their approval, my office contacted the Department of Economic and Community Development to advise them of the proposed project and the change from our initial idea for ADA improvements to town facilities. DECD responded to this notification by raising eligibility concerns with the proposed playground.

Based on past experience, staff had believed that to be eligible for Small Cities funding, a project must be located within a 'Low-Mod' Census Tract or block group, meaning that greater than 50% of the residents in that area have incomes that meet the maximum thresholds as defined by HUD. In the case of the playground, it is located in a census tract where greater than 50% of the residents meet the low to moderate income eligibility requirements, and adjacent to another low-moderate census tract that is home to the only housing authority property for families. As such, we believed it to meet the eligibility requirements as an infrastructure project.

After conferring with DECD staff, we learned that simply being located in a Low-Mod Census Tract was not sufficient to prove income eligibility, rather, we must demonstrate that greater than 51% of those that would be served by the project would meet the low-moderate income requirements. To do that, we would have to conduct detailed surveys, a process for which there was no time given the April 5th application deadline.

We also inquired as to whether we could request funding solely for the handicapped accessibility features of the project, based on an understanding that ADA projects are typically not subject to the same income limitations. Unfortunately, the only ADA projects that are considered to comply with the income limitations are those that serve disabled adults, as there have been studies done demonstrating that more than 51% of disabled adults are low-moderate income due to the impact their disability has on their wages and overall income. No such evidence is available demonstrating that greater than 51% of families with disabled children meet the low-moderate income thresholds. In summary, staff could not find a way to justify how the project could meet the fine details of eligibility in the limited time available. We notified the Mansfield Advocates for Children of this determination as soon as it was known.

After learning that the playground project would not be eligible, we conferred with our consultant on the feasibility of instead submitting an ADA improvement project, recognizing that we would need to go back to the Council for a separate resolution. The consultant informed us that due to the change in application deadline from June to April, the state offices that would need to review any application prior to submission to DECD were already backed up with applications from other communities, and it was unlikely that we would be able to submit and receive the necessary information in time for the application deadline. These challenges coupled with the lack of local match, and the fact that an ADA project would not receive any bonus points led us to the conclusion that it would not be possible to submit a competitive application during this grant round.

Our goal at this time is to focus on implementation of the housing rehabilitation program and hopefully spending down the remaining grant funds over the next year, which would increase the competitiveness of a housing rehabilitation application. Additionally, we are putting together a calendar to start planning for next year's grant round in the fall, with the goal of moving up the consultant hiring process and public hearing to allow for sufficient time between the public hearing and Council's decision on a preferred project and the April deadline for applications.



TOWN OF MANSFIELD
FAIR HOUSING RESOLUTION

Whereas, All American citizens are afforded a right to full and equal housing opportunities in the neighborhood of their choice; and

Whereas, State and Federal Fair Housing laws require that all individuals, regardless of race, color, religion, sex, national origin, ancestry, marital status, age, mental or physical disability, lawful source of income, sexual orientation, familial status, be given equal access to rental and homeownership opportunities, and be allowed to make free choices regarding housing location; and

Whereas, The Town of Mansfield is committed to upholding these laws, and realizes that these laws must be supplemented by an Affirmative Statement publicly endorsing the right of all people to full and equal housing opportunities in the neighborhood of their choice.

NOW, THEREFORE, BE IT RESOLVED, That the Town Council of the Town of Mansfield hereby endorses a Fair Housing Policy to ensure equal opportunity for all persons to rent, purchase and obtain financing for adequate housing of their choice on a non-discriminatory basis: and BE IT FURTHER RESOLVED, That the Town Manager of the Town of Mansfield, or his/her designated representative is responsible for responding to and assisting any person who alleges to be the victim of an illegal discriminatory housing practice in the Town of Mansfield.

Adopted by the Mansfield Town Council on April 8, 2013.

Certified a true copy of a resolution adopted by the Town of Mansfield at a meeting of its Town Council on April 8, 2013 and which has not been rescinded or modified in any way whatsoever.

Date

Clerk

(Seal)



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant to Town Manager
Date: April 8, 2013
Re: Memorial Day Ceremonial Presentation Planning Subcommittee

Subject Matter/Background

Staff has placed this item on the agenda to allow the Town Council to appoint members to the planning subcommittee for the Council's Memorial Day ceremonial presentation.

PAGE
BREAK

Town of Mansfield
CONSERVATION COMMISSION
Meeting of 19 December 2012
Conference B, Audrey P. Beck Building
MINUTES

Members present: Aline Booth (Alt.), Joan Buck (Alt.), Neil Facchinetti, Quentin Kessel, Scott Lehmann, John Silander. *Members absent:* Robert Dahn, Peter Drzewiecki. *Others present:* Grant Meitzler (Wetlands Agent), Michael Soares.

1. The meeting was **called to order** at 7:34p by Chair Quentin Kessel. Alternates Aline Booth and Joan Buck were designated voting members for this meeting. Frank Trainor has had to resign for personal reasons. Michael Soares, a consultant for land trusts who has a background in geology and environmental education, was introduced as a prospective member of the Commission. {At the end of the meeting, Mr. Soares indicated that he was interested in joining the Commission.}

2. The **draft minutes** of the regular monthly meeting on 14 November 2012 and the special meeting of 27 November 2012 were approved as written.

3. **IWA referrals.**

a. **W1508 (Shafer, 45 Echo Rd).** Additions are proposed on all sides of this house on Echo Lake, including a new garage on the north side, screened porch & deck on the west (lake) side, and four-season room on the south side. The garage will require a foundation; the other additions will be on concrete pylons. The house is quite close to the lake; the new porch would be 47 ft from it. After some discussion, the Commission agreed unanimously (**motion:** Silander, Buck) to comment that:

The Commission is concerned about the potential for significant negative impacts on Echo Lake from (1) sedimentation during construction (grading would be required on the slope that drops from west side of the house to the lake a short distance away) and (2) nutrient loading from septic leaching (increasing the living space of this house by one or two rooms may increase the amount of sewage generated, and Echo Lake is a low-nutrient pond that is particularly sensitive to nutrient loading).

b. **W1509 (Cone, 260 Coventry Rd).** A 30x40 ft addition to a garage, which houses the Cone's Christmas Tree shop, is proposed to increase retail space for seasonal use. The addition would rest on a concrete slab. While it would be farther from the brook along Coventry Rd. than the existing garage, runoff from the site down a steep slope to the SW could potentially deliver sediment to the brook during construction. The Commission agreed unanimously (**motion:** Silander, Booth) that:

The wetlands impact of this project appears to be minimal *provided* sedimentation and erosion controls sufficient to prevent soil from washing into the brook during heavy rain are in place during construction and thereafter until the area is stabilized.

4. **Luciano letter.** The Commission received a copy of a letter from Tulay Luciano to Sen. Don Williams urging passage of legislation declaring UConn to be a water company and, accordingly, subject to state regulations that limit what water companies may do with their land. Such legislation was approved in 2003 by the Environment Committee but died when the Committee

on Higher Education nixed it at the behest of UConn. Facchinetti asked whether water-company status for UConn would limit the authority of the water board that has been proposed to oversee new water supplies for UConn and Mansfield. Kessel thought not: water companies and water boards have different functions. After wandering into tangential issues (see item 5), the Commission agreed unanimously (**motion:** Buck, Silander) to urge, in light of concerns that new water sources might permit UConn to abandon the well-fields it now uses, the Town Council to look carefully at Ms. Luciano's letter and the bills to which she refers.

5. Water Supply EIE. (a) Buck asked whether a regional water coordinating commission must approve any water supply plan, as alleged at the public hearing on the UConn Water Supply EIE. Kessel replied that it's supposed to work this way but that at present there is no regional commission for this area and that the Department of Energy and Environmental Protection has no money to set one up. (b) Kessel reported that Simsbury, Canton, and other towns in the Metropolitan District Commission (MDC) service area will object to MDC's proposal to supply water to UConn, since it involves an interbasin transfer of water. (c) The Town is requesting that all comments on the EIE from Town Commissions and Committees be included in the hearing record; the Commission's comment is attached.

6. Frank Trainor. The Commission agreed to send to the Town Council (via Town Manager Matt Hart) a tribute to long-time member Frank Trainor, so that his service to the Commission and the Town might be more widely recognized:

The Conservation Commission regrets that Frank Trainor has had to resign for personal reasons after twenty years of service. During his twenty years of service on the Commission, he made many valuable contributions to the Town. Frank is truly "a gentleman and a scholar," and his knowledge of conservation matters, especially his expertise on water issues, will be sorely missed. He is known internationally for his scholarly research on freshwater algae and remains active in the field. Frank taught at UConn for 40 years, and has received a number of distinguished awards, including a Fulbright Scholarship for research in Sweden, UConn's Distinguished Faculty Award for Excellence in Teaching, and an honorary degree from Providence College.

7. Hazardous Waste Transfer Station. Kessel reported that maps for UConn's Tech Park show a site there for a relocated Hazardous Waste Transfer Station. However, the committee in charge of recommending a site has yet to announce any siting decision. Silander wondered why the university is planning a Tech Park on undeveloped land when it could instead use the Mansfield Training School (MTS) property (where some tech enterprises are now located). Kessel suggested that renovating or replacing old buildings may be too expensive. He also noted that the Transfer Station could not be relocated to the MTS property, since federal regulations require that such facilities be on property contiguous to that on which the waste is generated.

8. HUD planning grant. The Town has obtained a grant from the U.S. Department of Housing and Urban Development (HUD) to update the Plan of Conservation & Development and zoning regulations pursuant to it. These documents will be written by outside consultants using input from four working groups: Agriculture, Economic Development, Housing, and Zoning. Noting that Conservation seems to have been left out of the planning process, Kessel stressed the importance of getting people with a conservation perspective appointed to the working groups. Booth expressed interest in Zoning, Facchinetti in Housing, and Kessel, Lehmann, & Silander in Economic Development. The process begins in January and will continue for eighteen months.

9. Agronomy Farm. Facchinetti reported that the Storrs Heights Neighborhood Association is still trying to get UConn to divulge information on the nature of experimental chemicals being used at the Agronomy Farm.

10. CL&P Interstate Reliability Project. The Army Corps of Engineers has issued a "Finding of No Significant Impact" regarding CL&P's plan to run another 345kV transmission line through Mansfield Hollow. Its deliberations (concluding that the proposal was "non-contraversial") were apparently not informed by the objections the Town had communicated to the Connecticut Siting Council. Matt Hart has requested a public hearing on the Finding.

11. Adjourned at approximately 9:05p. Next meeting: 7:30p, Wednesday, 16 January 2013.

Scott Lehmann, Secretary, 21 December 2012; approved 20 March 2013.

Attachment: Comment on the Draft Water Supply EIE.

TO: Mansfield Town Council
FROM: Mansfield Conservation Commission
DATE: November 28, 2012

SUBJECT: Public Hearing on the Water Supply Environmental Impact Evaluation

Rank ordered by importance, The Mansfield Conservation (CC) makes the following recommendations and comments (ES-12 and 9-4 type page numbers referred to are those in the EIE, while the CDP designation is for the page numbers in the Draft 2013-2018 Conservation & Development Policies: A Plan for Connecticut):

1-A. From the point of view of conservation and best management practices, the WWW is clearly the best option. One reason for this is the State's environmentally-based hesitation to approve inter-basin transfers of water by water companies. In the case of the WWW, the inter-basin transfer would be from the Fenton/Mt. Hope/Natchaug River watersheds into the Willimantic River watershed (as is the current transfer of water from the University's Wells A,B,C, and D). The reason for this preference by the CC, is that all four of these rivers join to become the Shetucket River, i.e., this diversion results in only a detour of the water from its natural course, with the water pumped from the first watershed rejoining the Shetucket waterflow for which was destined in the first place. This position is consistent with the State's draft for the 2013-2018 Conservation & Development Policies: A Plan for Connecticut (CDP Growth Management Principles # 4 and #5, pp 17-22).

1-B. For the reasons in 1-A, the CC ranks the CWC as the second option and the MDC option a distant third. Other reasons include the capital costs of pipelines from more distant sources, the energy costs of pumping through the greater mileages of pipes, and the deterioration of water quality with the distance pumped. The MDC option is not consistent with many of the policies presented in the CDP Growth Management Principles #4 (CDP 17) and #5 (CDP 20). Nor is it consistent with the ecological and conservation practices utilized by a number of conservation organizations who attempt to base their planning activities on a watershed basis.

1-C. The CC is concerned with the seemingly uneven evaluations of the WWW, CWC, and MDC. There are several examples of this:

a) Under "Assessment of Feasibility": For WWW (9-1) "In the event that a new diversion permit could be obtained...." For MDC there is no mention of the much more serious diversion permit that will be required in their assessment (8-1).

b) Under the concluding "Findings": For WWW(9-40) "...A feasible alternative that may result in impact to downstream aquatic habitat under low stream flow conditions." This will be true for a relatively short reach of the Natchaug River (the already impaired portion between the WWW dam and the Shetucket River), but as the EIE notes, appropriate management of the Mansfield Dam could overcome this shortcoming. It is not clear to the CC that the difficulties of the dam management cannot be overcome, even if, as Jason Coite implied (the November 15, 2012 Four Corners Sewer and Water Committee meeting), "It might take an act of Congress." The CC does not understand the negativity associated with the WWW alternative.

The EIE is seemingly unaware of the Army Core of Engineers approval of a hydroelectric generator installation below the dam that should be providing electricity within a year. It is assumed there will be a constant flow through the associated turbine into the WWW reservoir. What will this flow be and how does it compare with WWW's current water usage and the additional amount that UConn needs?

Contrary to the findings statement for the WWW alternative, for the MDC proposal (8-62) the finding is that it "... will not result in significant environmental impact." Eileen Fielding, Executive Director of The Farmington River Watershed Association has expressed concern to the CC chair about this statement. The CC does not understand how the major inter-basin transfer of water proposed by the MDC would not have a significant environmental impact.

c) Another example of the apparent prejudice against the WWW in the EIE may be found in the Executive Summary (ES-8,9). Six cumulative Impacts are listed, including the interbasin transfer of water, but the WWW seems to be singled out because of the diminution of flow in a relatively short reach of Natchaug River, while the CWC and MDC are said to apparently be able to minimize their cumulative impacts – certainly the more serious interbasin transfer of water proposed by the MDC will be difficult to minimize!

2-A. The CC is concerned with the University (Jason Coite at the November 15, 2012 Four Corners Sewer and Water Committee meeting) apparently viewing as positive, the possibility of the University being able to shut down their current pumping operations along the Willimantic and Fenton Rivers. There are a number of reasons for this concern:

a) It would be contrary to one of the positive benefits of an outside water source listed in the EIE (ES-12): to "Provide additional redundancy and flexibility to the University of Connecticut water system."

b) The Town of Mansfield should not be at the mercy of a sole distributor for a commodity as valuable as drinking water is. The potential problems of such an arrangement are manifold, including the loss of the source (broken pipeline?) or contamination of the water, the financial implication of such a monopoly, and the general loss of control of the Town's water supply.

c) The possibility of shutting down the Willimantic and Fenton River well fields points out a shortcoming of the EIE. It does not investigate the consequence of shutting down one, or both, of the existing well fields, including secondary development.

2-B. In the event the University does choose to abandon its Willimantic and Fenton River

pumping stations, the Town should be permitted to operate them, perhaps utilizing the CWC, as the University does at present. The current arrangement is ironic, in that the University pumps its water from Mansfield aquifers and then limits what they are willing to apportion to the Town. The CC notes that as part of the EIE, a great effort was made to find suitable well sites at several locations in Mansfield, but none were found. It would make little sense to abandon the very productive current wells.

3. A governing body, such as a Water Board, should be formed to establish and oversee the policies that will govern not only the existing water sources but the new supplier of water to the Town and the University. This board must have significant representation from not only the Town and the University, but from the Mansfield citizens, as well. In the event that the WWW is chosen, an expansion of their existing Water Board might suffice for this.

4. The EIE's assessment of alternatives is driven by water demand projections from UConn and the Town, but these projections not evaluated in this study. Considering numbers presented in earlier University Water Plans it may be dangerous to accept these numbers at face value. (In the late 1990s or early 2000s UConn's Water Plan numbers indicated little or no growth, while at the same time they were significantly increasing UConn's enrollment.) Some numbers are puzzling, such as the PDD with 15% MOS value for "Committed Water Supply Demand" in Table ES-3: if calculated in the same manner as the other values in this column, it would be 425,500 gpd instead of 730,000 gpd. More generally, the basis for the projections is not clear. Also unclear is whether any consideration has been given to managing demand (by demand pricing, requiring water conserving fixtures in new construction and renovation, etc.) rather than simply supplying whatever amount of water is demanded.

5. The CC is offended by the situation Mansfield finds itself in because of wording in the MDC charter (3-2). A very small portion of Mansfield is apparently more than 19 miles, but less than 20 miles from the State Capitol in Hartford; above the 20 mile limit, MDC could not supply water to Mansfield. As it is, the MDC can supply water to the inhabitants of Mansfield and to any state facility located within Mansfield. If it were to supply water only to Mansfield residents, the Town of Mansfield would be required to pay for the Hartford to Mansfield pipeline, but the cost of constructing the pipeline to a state facility (UConn) would be borne by the taxpayers of the State of Connecticut. It is unclear to the Mansfield CC how the costs might be apportioned if UConn chooses the MDC option, in spite of the MDC proposal's environmental shortcomings. Would UConn be able to continue to supply water to the Town of Mansfield without Mansfield having to pay for a share of the pipeline?

Town of Mansfield
CONSERVATION COMMISSION
Meeting of 20 February 2013
Conference B, Audrey P. Beck Building
MINUTES

Members present: Aline Booth (Alt.), Joan Buck (Alt.), Peter Drzewiecki, Neil Facchinetti, Quentin Kessel, Scott Lehmann, John Silander. *Members absent:* Robert Dahn. *Others present:* Grant Meitzler (Wetlands Agent), Linda Painter (Town Planner), Jennifer Kaufman (Mansfield Tomorrow Project Manager), Michael Looney (Milone & MacBroom); Ken Feathers, Jim Morrow, Vicky Wetherell (Open Space Preservation Committee (OSPC)).

1. The meeting was **called to order** at 7:33p by Chair Quentin Kessel.
2. The **draft minutes** of the 16 January 2013 meeting were approved as written; consideration of the draft minutes of 19 December 2012 was inadvertently omitted from the agenda and will be deferred until the March meeting.
3. **Mansfield Tomorrow project.** Jennifer Kaufman introduced Michael Looney, who will be working on the zoning portion of the Mansfield Tomorrow project and came to this meeting for a conservation perspective on zoning and permitting in Mansfield. He asked how zoning regulations and process might be improved. Among the comments and suggestions made in the ensuing discussion were these:
 - Silander expressed the Commission's disappointment that zoning regulations advertised as promoting conservation of landscapes through clustering had failed to deliver anything resembling clustered development. The chief effect of the "Open-Space Subdivision" option has been to allow developers to cut costs by substituting common driveways for town roads. Booth recalled that misgivings about the reliability of community septic systems had discouraged serious consideration of clustered housing in areas without water and sewer. She wondered whether the reliability of these systems is still an issue.
 - Silander noted that review of proposed subdivisions often seems uninformed by larger conservation objectives, such as ensuring corridors for wildlife. Feathers observed that the new pre-review process, which invites comments on subdivision plans as they evolve, may help address this problem. He suggested that the process might be improved if the Town were clearer about what it expects from developers. Wetherell noted that pre-review is something OSPC and the Commission have wanted for a long time. In her view, the two subdivision plans that have gone through this process are much better than what would have emerged from the old procedure of commenting at a public hearing on the developer's application.
 - Kessel observed that 2-acre zoning was implemented to protect water resources but that there may be better ways to achieve this objective. Places like Denmark and Germany have real clustering with prohibitions against developing farmland, though there are legal and cultural barriers to replicating such controls on land use here.
 - Wetherell looked into the future of Mansfield and saw subdivisions on all currently undeveloped land that is not reserved for farming, open space, or parks. Preserving what's left of the town's rural character will require positive action; vision statements are not enough. She stressed the importance of preserving prime farmland in Pleasant Valley and elsewhere, if Mansfield's future is to include farming. Feathers added that as farmland disappears, it becomes more difficult for the remaining farms to make it

economically, as farmers often depend upon land they don't own for hay and silage. He also pointed out that preserving land for agriculture and open space is a better tax deal for the town than subdividing it; unlike town residents, land doesn't demand services.

- Silander pointed to objectives in the current Plan of Conservation and Development that should be retained in the new plan, such as preserving scenic views and large tracts of forest.
- Kaufman reported that the town's acquisition of open space has, with input from the Open Space Preservation Committee, become much more focused on promoting larger objectives, such as maintaining wildlife corridors and promoting trail systems.
- Lehmann wondered if logging could be regulated to protect wetlands. Erosion controls are routinely required in residential development, but there seems to be no oversight whatever of logging operations which potentially have a much greater impact on wetlands.

Mr. Looney left the meeting. Linda Painter reminded those present that the Mansfield Tomorrow project aims to reconsider, update, and bring together the Town's Strategic Plan and its Plan of Conservation and Development. Wetherell pointed out that the Strategic Plan lacks any strategy for protecting conservation lands. The Commission and the Committee agreed to discuss at their regular March meetings what needs to be done to address such deficiencies in existing planning documents, leaving open the possibility of a joint special meeting the following week to produce a joint resolution. Kaufman, Painter, and the OSPC contingent then left the meeting.

4. Alternates Aline Booth and Joan Buck were designated **voting members** for the rest of the meeting.

5. **IWA referrals.**

a. **W1511 (Homework Properties, 85 & 87 Old Turnpike Rd.)** A 2-lot subdivision is proposed for the north side of Old Turnpike Rd., shortly before it becomes unpaved going east. A tiny wetland lies west of the driveway shown on the plan for the western lot; the septic system on this lot is about 50 ft from wetland soils, although no wetland is designated in this area. After some discussion the Commission agreed unanimously (**motion:** Booth, Buck) that (1) the proposed development appears to have no significant wetlands impact and (2) the developer's design and placement of structures should respect the fact that the property is situated on a Scenic Road.

b. **W1513 (Bruder, 3 Boulder La.)** A 21 ft diameter above-ground swimming pool is proposed on a flat terrace behind the house, about 50 ft from a large wetland, to which land slopes fairly steeply from the edge of the terrace. Disturbance should be minimal; sod is to be removed and replaced with a gravel pad, on which the pool will sit. The Commission agreed unanimously (**motion:** Facchinetti, Lehmann) that this project appears to involve no significant wetlands impact, assuming that the pool is 21 ft in diameter and remains 50 ft from the wetland.

6. **UConn Agronomy Farm.** Rep. Greg Haddad has filed a bill in the General Assembly "to require groundwater and residential drinking water testing and the disclosure of pesticide, fungicide and herbicide use at state-owned agricultural research fields." The Commission agreed unanimously to the following **motion** (Drzewiecki, Kessel):

The Commission asks the Town Council to support Representative Haddad's Proposed Bill 5480 "to require groundwater and residential drinking water testing and the disclosure of pesticide, fungicide and herbicide use at state-owned agricultural research

fields.” The potential for groundwater contamination from chemical applications at the UConn Agronomy Farm has been of concern to the Commission for several years.

7. UConn Hazardous Waste Transfer Station. The Committee charged with recommending a site for UConn’s Hazardous Waste Transfer Station (currently located in a public water supply watershed behind Horsebarn Hill) has recommended moving it to the proposed Tech Park on the North Campus. The Committee’s 2nd-choice location is W-lot; the current location is its 3rd-choice.

8. Adjourned at 9:20p. Next meeting: 7:30p, Wednesday, 20 March 2013.

Scott Lehmann, Secretary, 22 February 2013; approved 20 March 2013.

Town of Mansfield Traffic Authority
Minutes of the Meeting – February 26, 2013

Present: Hart, Hultgren, Meitzler, Cournoyer, Raiola, Painter. Guests: vanZelm, Wendt, Fournier.

The meeting was convened shortly after 10:30 AM. No corrections were made to the January 22, 2013 minutes.

Ravine Road traffic – Hultgren reported that he had talked to Kevin Ng of the DOT and they were reviewing the Town's request for additional wayfinding signs to UConn from the west.

Route 275 ped/bike safety concerns – Hultgren said he also talked to Mr. Ng about this request and that the report on this had not yet been received.

Storrs Center cobra lighting – A walk was scheduled for 6:00 PM this Thursday to examine which of the overhead "cobra" lights on Route 195 could be removed now that the decorative lights were in place. Storrs Center signs directing people to the parking garage for 2 hour free parking -- Mock-ups of these signs were reviewed and approved for erection.

Additional Storrs Center Handicapped parking spaces – 3 possible additional locations were presented by Hultgren – 2 on the Village Street in front of the TS-2 building and 1 additional space in southerly part of the diagonal parking area on the VS. These will be discussed further with SCA to make sure the additional width at these locations is compatible with the width and entryways along the front of the building.

Post Office Road no turn on red sign – Hultgren presented sight distance data noting what is required for intersection sight distance at 30 MPH is 300 feet and what he measured at this intersection was 318 feet. The recommendation on this matter was tabled until all Authority members could review the matter.

Speed limit on Storrs Road – Wendt presented UConn's reasons for wanting a consistent 25 MPH speed limit on Rte 195 through the campus area – the specific request being from Rte 275 to Moulton Road. This request was approved by the Authority and it was decided to have both the Town and UConn send letters to the DOT/STA office making this request. Additional speed reductions south of Rte 275 were discussed, but the request was postponed until the walkway/streetscape to the Liberty Bank plaza is completed.

UConn CROP Hunger Walk – This was discussed and members felt that the route should be adjusted to use safer roadways (note, subsequent to this meeting the organizers notified the Town that the route would not be using Town roadways).

Homework Properties subdivision application – this was reviewed and no traffic-related issues were noted.

Employee parking areas in the Town Hall/Community Center parking lots – potential changes were presented by Hart and discussed. Visitor only parking was approved in the double isle in front of the main Town Hall entrance. Hart will discuss this with Town employees at the upcoming Town-wide staff meeting.

The meeting was concluded at approximately 11:45 AM.

Respectfully submitted,

Lon Hultgren, Director of Public Works

Town of Mansfield Traffic Authority
Minutes of the Meeting – March 12, 2013

Present: Hart, Hultgren, Meitzler, Painter, Raiola. Guests: Grunwald, Goetz, Wexler, van Zelm, Tanner

The meeting was called to order at 3:05 PM.

Van Zelm and Grunwald spoke to the need for additional handicapped parking in the northern part of the Storrs Center development. They said that this was brought to the Town's attention 2 years ago and thought that something would have been incorporated into the designs as a result.

Hultgren said that the number of handicapped spaces in the development did meet the state and town requirements, but that it may be possible to add additional spaces.

5 additional spaces were discussed using a map of the entire development: Two parallel spots along the east side of Royce Circle near its intersection with Dog Lane, one additional diagonal spot in the proposed commercial area on Wilbur Cross Way and two parallel spots on the west side of Route 195 near Dog Lane and Bolton Road. The two spots on Royce Circle could conceivably be full handicapped spots with an extra 5 feet of width cut into the yet to be constructed sidewalk. The additional diagonal spot on Wilbur Cross Way would also be the full width and van accessible. The two spots on 195, however, are in places where the sidewalks are already built and many utility conduits exist under the ground and the extra width is not possible. It was agreed that signing and striping these two spots would be acceptable, and the signs would indicate a handicapped spot, but not a van accessible one.

Hultgren will confirm these 5 additional parking spots with the developer and get prices from the contractors involved and then send a letter confirming their creation to the appropriate parties, including the persons at attendance at this meeting.

The May 4th "5K run for the playground" route was approved with the normal conditions of notifying the police departments involved, and the emergency services.

The meeting was concluded at approximately 3:45 PM.

Respectfully submitted,

Lon Hultgren
Director of Public Works

**MANSFIELD DOWNTOWN PARTNERSHIP
MEMBERSHIP DEVELOPMENT COMMITTEE MEETING
Mansfield Town Hall, Conference Room B
February 26, 2013
8:00 AM**

MINUTES

Present: Frank McNabb (Chair), John Armstrong, Alexinia Baldwin, Dennis Heffley, Carl D'Oleo
Lundgren, George Jones, June Krisch, Betty Wexler

Staff: Cynthia van Zelm

1. Call to Order

Frank McNabb called the meeting to order at 8:02 am.

2. Approval of Minutes from January 22, 2013

June Krisch made a motion to approve the Minutes of January 22, 2013. George Jones seconded the motion. The motion was approved.

3. Update on Storrs Center

Cynthia van Zelm updated the Committee on the status of Storrs Center including the next building phases, road work, and the town square design. Ms. van Zelm used the site plan as reference. She said the development team is preparing zoning applications for the Town Square-3 building and the grocery store site.

4. Update on Membership Renewals

Ms. van Zelm said that 214 memberships had been renewed thus far with \$11,080 received.

Committee members committed to following up with members who had not yet renewed.

The Committee will discuss at the next meeting whether a 3rd renewal letter is warranted.

5. Volunteer Calendar and Other Membership Outreach

Mr. Jones suggested that the site plan be brought to events where the Partnership is staffing tables. It is a good visual and reference point.

John Armstrong said he would check with Maria Sedotti at Orientation Services at UConn on the dates for summer orientation.

Carl D'Oleo Lundgren said he spoke to some students about membership. He agreed that bringing the site plan to events is a good idea as the people he spoke with do not realize that the project has more phases; they are focused on what they seeing being built now.

He said there is also the need to be clear on the need for membership. The fact that the downtown brings people together is a good selling point.

Ms. van Zelm will re-check the website to see if one can sign up for membership electronically.

Mr. D'Oleo Lundgren asked if there are incentives for membership i.e., discounts at restaurants or coupons. This could apply to all members, not just student members.

Mr. McNabb asked if information can be put in the dorms. Mr. Armstrong said there is a posting policy. He will talk to Residential Life about what might be possible. The Committee agreed that the site plan would be a good visual in 2 feet by 3 feet.

Alexinia Baldwin suggested that a coupon could be placed in thank you letters.

Ms. van Zelm thanked Mr. Armstrong for help with getting information on Storrs Center businesses and parking through the UConn Daily Digest e-mail that goes to students, faculty and staff.

Ms. Baldwin asked if information was being sent to the rest of the region. Mr. McNabb suggested an article in the Reminder News. Ms. van Zelm will put together an article.

Ms. Krisch said there is an ad about Storrs Center in the Jorgensen playbills.

Ms. van Zelm will talk to Mike Kirk at UConn about whether there is a central place to get out information in UConn publications.

Mr. Heffley suggested that Tom Condon from the Hartford Courant who covers "Place" issues for the paper, would be a good person to write an article about Storrs Center. Ms. van Zelm said the Courant will be providing an insert for the grand opening and this might be a good time for a piece from Mr. Condon. She will follow-up.

Ms. van Zelm said the Partnership now has a twitter account.

6. Distribution of Membership Brochures

Ms. van Zelm distributed brochures to Committee members to place at areas in Town and at UConn.

7. Adjourn

Ms. Baldwin made a motion to adjourn. Mr. McNabb seconded the motion. The meeting adjourned at 9:05 am.

Minutes taken by Cynthia van Zelm.

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

Housing Authority Office

January 17, 2013

8:30 a.m.

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

The meeting was called to order at 8:32 a.m. by the Chairperson.

MINUTES

A motion was made by Ms Hall and seconded by Ms Ward to accept the minutes of the December 19, 2012 Regular Meeting. Motion approved unanimously.

COMMENTS FROM THE PUBLIC

None

COMMUNICATIONS

Nicole Fasion – HUD

Ms Fields stated that Ms Fasion is moving from HUD – Housing, where she was instrumental in many cost saving reforms, to HUD – Office of Inspector General. Ms Fields emailed her asking that she pursue with the IRS the ability for Housing Authorities to offset income tax returns of those individuals who owe Housing Authorities money. She stated that she proposed that many years ago. It had been received very well by the U.S. Treasury and HUD, but was not implemented. Ms Fields expects she may pursue it again.

DECD – Housing Office

Ms Fields emailed Marilyn Taylor at DECD Housing Office with the suggestion that 4,000 – 5,000 additional low and extremely low income housing units could be produced instantly if the state would consider block granting money to Housing Authorities to use all the vouchers issued, but not funded, by the federal government. Between 4,000 and 5,000 vouchers remained unused in the State of Connecticut due to lack of funding. Mr. Santoro responded that they could not comment as it would require legislative action and significant state funding in order to implement and suggested Ms Fields work with CONN-NAHRO's legislative Committee, headed by Jeff Arn, to flesh out the actual cost and specific legislative revisions necessary to put the idea forward. Ms Fields forwarded the suggestion to Jeff Arn, No comments have been forthcoming. Ms Field will continue to pursue this further.

REPORTS OF THE DIRECTOR

Bills

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

Financial Reports –A (General)

A motion was made by Mr. Eddy and seconded by Mr. Simonsen to approve the November Financial Reports. Motion approved unanimously.

Financial Report-B (Section 8 Statistical Report)

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

REPORT FROM TENANT REPRESENTATIVE

Human Services Advisory Committee

Mr. Eddy reviewed the topics of discussion from the last meeting.

General Reports

None

AD HOC COMMITTEE REPORTS

Paperless Office Committee

Ms Fields met with Ms Ward and Mr. Eddy on January 9, 2013 to discuss the upgrade to HAPPY Housing Pro and adding iDIA, HAPPY's paperless solution software.

Mr. Eddy moved for the committee to approve up to \$24,000 for the purchase of software and hardware necessary to upgrade to Housing Pro and implement the paperless office solution and requested Ms Fields produce a timeline on the implementation. Motion approve unanimously.

UNFINISHED BUSINESS

Standing Committees/Ad Hoc Committees

Ms Fields reviewed the Bylaws and stated that under Article VI, Section 1 standing and ad hoc committees are allowed to expedite the handling of certain specified organizational matters. After discussion, it was determined that a standing policy committee should be set up to handle new and revised policies by consensus.

Legal Updates

Ms Fields asked that the Chairman request a vote to go into Executive Session in order to provide legal updates which contain privileged information.

Executive Session

The Chairman stated that legal updates 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 10:10 a.m. Motion approved unanimously.

The Board came out of Executive Session at 10:37 a.m.

A motion was made by Mr. Simonsen and seconded by Ms Ward to reopen the affordable housing search for property. Motion approved unanimously.

NEW BUSINESS

Holinko Estates and Wrights Village Landscaping

Ms Tierney Tully, consultant, has met with Ms Kristin Schwab, Associate Professor of Landscape Architecture in UCONN's Plant Science Department, to consider, as a spring semester student project, proposing a landscaping plan for both properties. She is interested and will be back in touch with Ms Tully.

New Bank Account – Liberty Bank

A motion was made by Mr. Simonsen and seconded by Mr. Eddy to open a new account with Liberty Bank for the monies from the Charter TV Agreement with all Board Members and the Executive Director as signatories. Motion approved unanimously.

Ms Fields provided the Corporate Authorization Resolution form from Liberty Bank for signature by all Board Members and the Executive Director.

MEETING DATE CHANGE

No Change

OTHER BUSINESS

None

ADJOURNMENT

The Chairperson declared the meeting adjourned at 10:45 a.m. without objection.

Dexter Eddy, Secretary

Approved:

Richard Long, Chairperson

**Mansfield Advisory Committee
on the Needs of Persons with Disabilities
Tuesday February 26, 2013**

Attendance: Gloria Bent, Cristina Colon- Semenza, Tammie Meyers, Jennifer Tanner, Imanuel Wexler, Kevin Grunwald (staff)

Regrets: Fred Goetz, Donna Korbel (UCONN), Kathy Easley (staff),

The meeting was called to order at 2:35 p.m.,

Approval of the Minutes

After review the minutes of January 22, 2013 were approved with the correction of the spelling of Semenza and Buchanan.

New Business (other added by consensus)

1. Welcome new members

Introductions were shared. K. Grunwald gave an overview of the committee's responsibilities and areas of focus.

2. Bicentennial Pond Universal Access Trail

K. Grunwald discussed the town's plan to make modifications to the Bicentennial Pond Trail and the inclusion of contiguous accessible components. A consultant has worked with town staff in identifying areas where accessibility can be accomplished. A plan will be developed and submitted for funding. The planning team meets again on 2/27 at 3:30 p.m. in the Community Center conference room. Members of MAPD are welcome to attend.

3. Storrs Center Parking and Walkways

The committee discussed issues of accessibility in the Storrs downtown that have come to committee members' attention – lack of on street accessible parking spaces and the lack of visibility of the crosswalks that align with new curb cuts. K.

Grunwald has been in touch with Cynthia Van Zelm who says decisions about accessible parking are in the hands of Leyland Associates and UCONN.

K. Grunwald will research regulations on accessible on street parking. The committee agreed unanimously to have K. Grunwald draft a letter to UCONN, Leyland, Mansfield Downtown Partnership and the town of Mansfield.

4. Other (inclusion agreed to by the committee)

C. Colon-Semenza suggests the committee take on the project of clarifying what accessibility means on listings of trails and parks in town. Some trails and parks may be designated “accessible” but are not universally accessible. The committee agreed to take this on as a long-term goal.

Old Business

1. Mansfield Tomorrow

The committee reviewed ways of participating.

2. ADA study

Continued to the next meeting when Donna Korbelt is present. J. Tanner suggested each committee member take a topic, research, and report back to others. K. Grunwald will send electronic copies of the ADA Act to committee members.

3. UN Treaty on the Rights of those with Disabilities

The committee agreed by consensus to take no further action on this issue because of the length of time which

has passed since the failure of the U.S. Senate to bring the treaty to a vote.

3. Accessibility issues previously identified

- Curb cuts on Bolton Road and South Eagleville Road were discussed again. K. Grunwald reported on a situation when snow and ice had not been cleared from the curb cut on South Eagleville Road near the UCONN apartments and the Community Center. At the time it was difficult to determine what entity was responsible for maintaining the curb cut.
- K. Grunwald shared correspondence he received from L. Hultgren indicating that missing curb cuts will be put in once permits are issued by DOT.
- The committee reviewed some of the accessibility issues previously identified that fall into this category. K. Grunwald will provide copies of Mansfield Supply correspondence to I. Wexler.

Adjournment: the meeting adjourned at 3:35 p.m.

Next meeting - 3/26/2013 @ 2:30 p.m.

Respectfully submitted,
Gloria Bent, Recording Secretary

Approved 3/26/2013

HOUSING AUTHORITY OF THE TOWN OF MANSFIELD
REGULAR MEETING MINUTES
Housing Authority Office
February 21, 2013
8:30 a.m.

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

The meeting was called to order at 8:35 a.m. by the Chairperson.

MINUTES

A motion was made by Mr. Simonsen and seconded by Ms Ward to accept the minutes of the January 17, 2013 Regular Meeting. Motion approved unanimously.

COMMENTS FROM THE PUBLIC

None

COMMUNICATIONS

Legislative Act H.B. 6170 An Act Requiring Back-Up Power Generation in Housing For The Elderly

Ms Fields was alerted to this proposed legislation by HUD – Hartford. Ms Fields wrote to Senator Williams, Representative Orange and Representative Haddad in opposition to the legislation as currently written.

Solarize Connecticut

Ms Fields received a press release from Clean Energy Finance and Investment Authority which is developing a program that leverages communities to use group purchasing power to deliver discounts on solar equipment and installation and to simplify the process. Mansfield is part of the second phase of the program and it will begin in early March. Ms Fields has signed up with www.solarizect.com to receive more information.

Department of Labor

Ms Fields received an email from DOL regarding third party auditors not being allowed to view the DOL printouts. Auditors need to view this information to audit income calculations for the Section 8 participants. DOL is working with HUD to resolve this issue and hope to have a resolution by the end of February.

CONN-NAHRO – Holinko Estates PILOT Elimination

Ms Fields received an email late yesterday from CONN-NAHRO asking for written testimony to be presented to the Appropriation Committee which was meeting at 6:00 pm that evening. The Governor has eliminated the PILOT for all Moderate Rental properties. Ms Fields provided written testimony stating the resulting cost to the tenants of Holinko Estates if the PILOT is eliminated.

REPORTS OF THE DIRECTOR

Bills

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

Financial Reports –A (General)

A motion was made by Mr. Simonsen and seconded by Mr. Eddy to approve the December the Financial Reports. Motion approved unanimously.

Ms Fields reported that Mr. Simonsen addressed the Town Council on February 4, 2013 regarding the Section 8 financial situation and possible financial support for the administration of that program in the future. Much of the Section 8 financial situation depends on the decisions made for funding by the Federal Government.

Financial Report-B (Section 8 Statistical Report)

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

REPORT FROM TENANT REPRESENTATIVE

Human Services Advisory Committee

Mr. Eddy reviewed the topics of discussion from the last meeting.

General Reports

None

AD HOC COMMITTEE REPORTS

Paperless Office Committee

Ms Fields signed the agreement and is in the process of selecting office equipment to support the new software. The software is scheduled to be installed the first week of July. Ms Fields is working with Computer Tamers in pursuing recommendations for hardware upgrades.

UNFINISHED BUSINESS

Standing Committees/Ad Hoc Committees

Legal Updates

Ms Fields asked that the Chairman request a vote to go into Executive Session in order to provide legal updates which contain privileged information.

Executive Session

The Chairman stated that legal updates should be considered in executive session.

A motion was made by Mr. Eddy and seconded by Ms Hall to invite Ms Fields to the Executive Session and to go into Executive Session at 9:50 a.m. Motion approved unanimously.

The Board came out of Executive Session at 10:55 a.m.

NEW BUSINESS

Holinko Estates and Wrights Village Landscaping

Tierney Tully met with Kristin Schwab, Associate Professor of Landscape Architecture in UCONN's Plant Science Department, and she has accepted the project of designing a landscape plan for both properties. She expects to begin the project during the third week of February and it is expected to take

approximately three weeks to complete. A "grant-in-aid" was requested in the amount of Five Hundred Dollars (\$500) to cover the costs of developing and providing the Housing Authority both electronic and hard copies of the final design plans. Near the culmination of the design, the Housing Authority will be invited to the UCONN studios for a presentation of the draft design and a chance to provide feedback. Ms Fields approved the "grant-in-aid" as part of the capital project to update/repair the landscaping at both properties. Ms Fields will be meeting with Ms Tully, Ms Schwab and her class on February 26, 2013 to review both properties.

Personnel Matters

Ms Fields covered all personnel matters in the Executive Session.

A motion was made by Mr. Simonsen and seconded by Mr. Eddy to give Ms Fields the authority to make any final decisions regarding employment, suspension, or dismissal of personnel under Section II.E of the Employee Handbook and Policies.

Mansfield Tomorrow

Ms Fields emailed Jennifer Kaufman who is serving as the Project Manager for Mansfield Tomorrow and asked to participate in the Housing Focus Group when it gets established. Ms Fields interviewed with the consultant, Larissa Brown of Goody Clancy on February 19th and reviewed the housing programs and issues. Ms Brown will contact Ms Fields when the Housing Focus Group gets established.

MEETING DATE CHANGE

No Change

OTHER BUSINESS

None

ADJOURNMENT

The Chairperson declared the meeting adjourned at 11:05 a.m. without objection.

Dexter Eddy, Secretary

Approved:

Richard Long, Chairperson

**Ad hoc Committee on Responsible Contracting
Monday, February 25, 2013
Council Chambers, Beck Municipal Building**

Minutes

Members Present: Toni Moran (Deputy Mayor), Christopher Paulhus

Other Council Members Present: David Freudmann

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

The meeting was called to order at 9:10 am.

1. MINUTES

The minutes of February 13, 2013 were moved by Paulhus, seconded by Moran and unanimously approved as presented.

2. SPECIAL GUEST SPEAKERS

The guest speakers were moved to number two on the agenda. Vincent Valente, Office of Apprenticeship Training with the Connecticut Department of Labor presented on apprenticeship programs. Mr. Valente reviewed: history of apprenticeship programs; relevant state and federal laws; services provided by the Office such as technical assistance to employers; developing apprenticeship program standards, and monitoring agreements between employers and apprentices. Components and benefits of apprenticeship programs were reviewed. Mr. Valente clarified that both union and nonunion shops may have apprenticeship programs and that all participating employers adhere to the same basic program standards.

Ms. Resa Spaziani with the Connecticut Department of Labor presented on workers' classification. Ms. Spaziani spoke to services provided regarding workers' classification issues such as conducting investigations, researching complaints, verifying that contractors properly classify and compensate their workers, and verifying that contractors carry adequate workers compensation insurance coverage. Ms. Spaziani and Mr. Valente offered to share sample responsible contracting language with the Committee upon request.

3. PUBLIC COMMENT

Dean Polloti, Willington, New England Regional Council of Carpenters. Mr. Polloti requested that the New England Regional Council of Carpenters be invited to speak at a future meeting of the Committee, more specifically at the meeting the Association of Builders and Contractors are invited to.

Betty Wassmundt, Old Turnpike Road. Ms. Wassmundt asked for clarification on the federal Davis Bacon Act. She also raised a concern about housing being provided to

Storrs Center construction workers. Ms. Wassmundt questioned duties of the Clerk of the Works.

Greg Zlotnick, Wormwood Hill Road. Expressed his opinion that there is an (construction) industry problem with hiring undocumented workers. He also stated that the practice has a negative impact on legitimate contractors.

Mr. Hart clarified Davis Bacon federal law and similar state laws re: wages for workers on certain federally funded projects. Clerk of Works duties and responsibilities were clarified in response to Ms. Wassmundt's remarks.

4. REPORTS

None.

5. OTHER DISCUSSION

None.

6. COMMUNICATIONS

Staff distributed two journal articles and a letter from Mr. P. Phillips. They will be listed in the next packet.

7. FUTURE AGENDAS

Association of Builders and Contractors has been invited to speak at a March meeting. Staff is working to coordinate a date agreeable to the Association and Committee members.

New England Regional Council of Carpenters/labor will be invited to speak at a future but separate meeting.

The meeting adjourned at 10:43 am.

Respectfully submitted,
Maria E. Capriola, Assistant Town Manager
Town of Mansfield

Mansfield Board of Education Meeting

February 21, 2013

Minutes

Attendees: Mark LaPlaca, Chair, Shamim Patwa, Vice-Chair, Martha Kelly, Secretary, April Holincko, 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 PRESENTATIONS:

Mr. LaPlaca honored Ms. Matthews for her service as a Board of Education Member. Southeast kindergarten student, Bronwyn Mott, discussed the successful Kids for Kids Day fundraiser she planned at Southeast to raise money for Connecticut Children's Medical Center.

HEARING FOR VISITORS: None.

COMMUNICATIONS: Press Release from Mansfield Advocates for Children encouraging support of HB 6359-An Act Concerning an Early Childhood System.

ADDITIONS TO THE PRESENT AGENDA: MOTION by Mr. Walikonis, seconded by Mrs. Kelly to add a request for leave to the consent agenda. **VOTE:** Unanimous in favor.

Mrs. Paulhus arrived at 7:44pm.

Southeast PTO: Cyndi Wells, President, reported on activities the group participates in to support Southeast School programs.

COMMITTEE REPORTS: None.

REPORT OF THE SUPERINTENDENT:

- School Building Security Update: Mr. Baruzzi, Fran Raiola, Director of Emergency Procedures, and Sergeant Rich Cournoyer, Resident Troopers' Office, discussed the chronological list of events and actions taken to date by the Mansfield Public Schools and the Town of Mansfield as a result of the December 14th incident in Newtown. They reviewed security items under consideration. The Board came to a consensus to bring the items to the Town Council.
- Technology Update: Jaime Russell, Director of Information Technology, reviewed the current status of Mansfield Public Schools Computer Education and Media Services.
- Meeting with Town Council Regarding Four Schools Project: Mr. Baruzzi, Mr. Russell, and William Hammon, Director of Facilities Management, reviewed five year plan for capital expenses for maintenance and computer technology. The Board will present this plan at the upcoming meeting with the Town Council to discuss school needs.
- 2013-2014 School Calendar: MOTION by Ms. Patwa, seconded by Ms. Matthews, to adopt the draft 2013-2014 school calendar recommended by the Policy Committee. Discussion followed regarding the addition of five built-in weather days and continuation of shortened February vacation. **VOTE:** Unanimous in favor
- Charles H. Barrow STEM Magnet School Update: Mr. Baruzzi reviewed answers by Ana Ortiz, Superintendent Windham Public Schools, to Board Member questions regarding opportunities for Mansfield to participate.
- Common Core Aligned Practice Assessment: Mr. Baruzzi shared a letter from the Commissioner of Education announcing the State Department of Education will be providing a Common Core-aligned practice assessment.
- Enhancing Student Achievement: One new project at Southeast School entitled Study Island was reviewed and will be implemented at the school in support of this activity.
- Quarterly Financial Statements: Cherie Trahan, Director of Finance, reported that revenues and expenditures are on track and all other funds are proceeding according to budget. **MOTION** by Ms.

Patwa, seconded by Mr. Walikonis, to accept the Quarterly Financial Statements for the Quarter ending December 31, 2012. VOTE: Unanimous in Favor.

- 2013-2014 Proposed Budget: Mr. Baruzzi and Mrs. Trahan reviewed answers to questions by Board Members. MOTION by Mrs. Kelly, seconded by Mrs. Paulhus, to request the Superintendent prepare list of items to get proposed budget to the Minimum Budget Requirement (MBR). VOTE: Mrs. Kelly and Mrs. Holinko in favor. Mr. Walikonis, Ms. Matthews, Ms. Patwa, Mr. LaPlaca, Mr. Rueckl, and Mrs. Paulhus opposed. Motion failed. Mr. LaPlaca requested the Board not approve the budget until after the Town Council meeting to discuss the school building project. The Board was in agreement.

NEW BUSINESS: None

CONSENT AGENDA: MOTION by Mr. Walikonis, seconded by Mrs. Paulhus, to approve the following items for the Board of Education February 21, 2013 meeting. VOTE: Unanimous in favor.

That the Mansfield Public Schools Board of Education approves the minutes of the February 7, 2013 Board meeting.

That the Mansfield Public Schools Board of Education approves the request for maternity and unpaid childrearing leave effective October 14, 2013 – December 2013.

HEARING FOR VISITORS: None.

SUGGESTIONS FOR FUTURE AGENDA: Ms. Patwa would like to discuss holiday observances/celebrations within schools. She also requested a discussion on redistricting. Mr. Rueckl requested discussion on universal preschool.

MOTION by Ms. Matthews, seconded by Mr. Rueckl, to adjourn at 12:02am. VOTE: Unanimous in favor.

Respectfully submitted,
Celeste Griffin, Board Clerk



CEMETERY COMMITTEE MINUTES

September 19, 2012

3:30 pm

ROOM B

AUDREY P. BECK BUILDING

Present: Rudy Favretti, Barry Burnham, Winston Hawkins, Jane Reinhardt, Keith Wilson

Staff present: Mary Stanton, Mary Landeck (Sexton), Lon Hultgren

- Town Clerk Mary Stanton called the meeting to order and asked for nominations for Chair of the Cemetery Committee. A motion to nominate Mr. Favretti was made and seconded. A motion to close nominations was made, seconded and passed by all. Mr. Favretti assumed the chair and was congratulated by the members of the Committee.
- Mr. Favretti asked for a moment of silence in honor of Isabelle Atwood, former Chair and longtime member of the Committee.
- A motion to approve the minutes of the June 20, 2012 meeting was made and passed unanimously.
- Sexton Mary Landeck reviewed the activities and issues in the cemeteries. Committee members agreed to the following actions:
 - ✓ Mr. Hultgren has sent a letter to Michael Dillman apprising him that his maintenance services are no longer required.
 - ✓ Mary Landeck will call Mr. Robert Cardinal of Bob's Lawn and Yard Service and speak to him about maintaining some of the cemeteries in Town until the end of 2012. Ms. Landeck will get an approximate price at which time Mr. Hultgren will forward a letter to Mr. Cardinal outlining the maintenance plan.
 - ✓ The Sexton will contact local gravediggers and with Mr. Burnham's help, try to identify some alternative providers.
 - ✓ The Committee agreed to buy back Mr. Eaton's plots.
 - ✓ Public Works will tend to the trees and distribute the fill which is required in some of the cemeteries. Mr. Hultgren will also make arrangements to deposit extra materials as a result of grave digging in the landfill. The Sexton will contact Mr. Hultgren prior to each funeral.
 - ✓ By consensus the Committee agreed to approve the proposal, in the amount of \$9375, offered by Jonathan Appell to restore graves in the Mansfield City Road, Wormwood Hill Road, Woodland Road cemeteries and the Riverside Burying Ground.
- Maintenance Schedules and Issues
The Committee will solicit bids for the maintenance of the Gurley Cemetery, the Riverside Burial Grounds. Mr. Hultgren will provide a request for proposal, including a section on the care required while mowing and weed whacking, for the September meeting.

- Restoration
Mr. Appell will be starting the renovation work in a week or so and assured the Sexton the work will be finished during this calendar year.
- Meeting Dates
The Committee agreed to meet on March 20, 2013, June 19, 2013 and September 18, 2013. The Clerk will procure the rooms

The meeting adjourned at 4:15 p.m.

Mary Stanton, Town Clerk

MANSFIELD ZONING BOARD OF APPEALS – REGULAR MEETING
MINUTES
JANUARY 9, 2013

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, Katz, Welch

Alternates – Brosseau

Absent: Member – Gotch, Hammer

Alternates – Clauson

CHRISTOPHER LOWE – 7:00 P.M.

Brosseau acted as a voting member of the Board for this hearing.

To hear comments on the application of Christopher Lowe for a variance of Art VIII, Sec A to construct a 28' x 36' garage approximately 25' from the rear property line where 50' is required, at 222 Warrenville Rd.

Mr. Lowe is proposing to build a 2-car garage at the back end of the property on 222 Warrenville Rd. The site was chosen as the only feasible location due to the topography of the land and would put the garage close to the house, making it convenient for the homeowner. The area is not visible to any of the neighbors.

A Neighborhood Opinion Sheet was received showing no objections from abutters.

BUSINESS MEETING

Brosseau moved to approve the application of Christopher Lowe for a variance of Art VIII, Sec A to construct a 28' x 36' garage approximately 25' from the rear property line where 50' is required, at 222 Warrenville Rd, as shown on submitted plan.

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

Reason for voting in favor of application:

- Topography

Application was approved.

APPROVAL OF MINUTES FROM NOVEMBER 14, 2012

Katz moved to approve the minutes of November 14, 2012 as presented, seconded by Accorsi. All in favor.

ADJOURNMENT

Meeting was adjourned at 7:15 p.m.

Respectfully Submitted,

Richard Brosseau, Secretary

**Ad hoc Committee on Responsible Contracting
Monday, February 25, 2013
Council Chambers, Beck Municipal Building**

Minutes

Members Present: Toni Moran (Deputy Mayor), Christopher Paulhus

Other Council Members Present: David Freudmann

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

The meeting was called to order at 9:10 am.

1. MINUTES

The minutes of February 13, 2013 were moved by Paulhus, seconded by Moran and unanimously approved as presented.

2. SPECIAL GUEST SPEAKERS

The guest speakers were moved to number two on the agenda. Vincent Valente, Office of Apprenticeship Training with the Connecticut Department of Labor presented on apprenticeship programs. Mr. Valente reviewed: history of apprenticeship programs; relevant state and federal laws; services provided by the Office such as technical assistance to employers, developing apprenticeship program standards, and monitoring agreements between employers and apprentices. Components and benefits of apprenticeship programs were reviewed. Mr. Valente clarified that both union and nonunion shops may have apprenticeship programs and that all participating employers adhere to the same basic program standards.

Ms. Resa Spaziani with the Connecticut Department of Labor presented on workers' classification. Ms. Spaziani spoke to services provided regarding workers' classification issues such as conducting investigations, researching complaints, verifying that contractors properly classify and compensate their workers, and verifying that contractors carry adequate workers compensation insurance coverage. Ms. Spaziani and Mr. Valente offered to share sample responsible contracting language with the Committee upon request.

3. PUBLIC COMMENT

Dean Polloti, Willington, New England Regional Council of Carpenters. Mr. Polloti requested that the New England Regional Council of Carpenters be invited to speak at a future meeting of the Committee, more specifically at the meeting the Association of Builders and Contractors are invited to.

Betty Wassmundt, Old Turnpike Road. Ms. Wassmundt asked for clarification on the federal Davis Bacon Act. She also raised a concern about housing being provided to

Storrs Center construction workers. Ms. Wassmundt questioned duties of the Clerk of the Works.

Greg Zlotnick, Wormwood Hill Road. Expressed his opinion that there is an (construction) industry problem with hiring undocumented workers. He also stated that the practice has a negative impact on legitimate contractors.

Mr. Hart clarified Davis Bacon federal law and similar state laws re: wages for workers on certain federally funded projects. Clerk of Works duties and responsibilities were clarified in response to Ms. Wassmundt's remarks.

4. REPORTS

None.

5. OTHER DISCUSSION

None.

6. COMMUNICATIONS

Staff distributed two journal articles and a letter from Mr. P. Phillips. They will be listed in the next packet.

7. FUTURE AGENDAS

Association of Builders and Contractors has been invited to speak at a March meeting. Staff is working to coordinate a date agreeable to the Association and Committee members.

New England Regional Council of Carpenters/labor will be invited to speak at a future but separate meeting.

The meeting adjourned at 10:43 am.

Respectfully submitted,
Maria E. Capriola, Assistant Town Manager
Town of Mansfield.

TOWN OF MANSFIELD
FINANCE COMMITTEE MEETING
MINUTES OF JANUARY 14, 2013 (as amended)

Members Present: W. Ryan (Chair), D. Freudmann, C. Schaefer

Other Council Members Present: E. Paterson (ex-officio), P. Shapiro

Staff Present: C. Trahan, M. Hart

Guests: V. Rossitto, Blum, Shapiro & Co.

1. Meeting called to order at 6:04pm.
2. Minutes from 12/10/12 meeting passed as amended and presented.
3. Opportunity for Public Comment – None
4. Vanessa Rossitto from Blum, Shapiro & Co. provided an overview of the FY 2011/12 audit, Comprehensive Annual Financial Report, Federal Single Audit, and the State Single Audit and answered questions raised by the Finance Committee. Vanessa confirmed that the Town received the highest opinion possible – an unqualified opinion and that there were no material misstatements or significant deficiencies in the financial statements. Vanessa also reviewed the Management Letter. The Committee will discuss at a future date having a fraud audit performed. In addition, Cherie Trahan will provide a discussion, as recommended by the auditors, of any capital projects that are in a deficit position at yearend specifically including planned future funding.
5. Cherie Trahan presented preliminary data regarding agenda item #6 of the December 10, 2012 meeting – Allocation of Financial Services Costs. A more detailed study will be attempted in summer, 2013.
6. David distributed copies of the Agreement Between the Town of Mansfield and Regional School District No. 19 for Parking Lot and Grounds Maintenance Services as approved by the Town Council on Sept. 26, 2011. He discussed his concerns that it costs us far more to provide these services than what this agreement is for. Bill Ryan stated that he is comfortable that the amount charged is reasonable for the work provided and covers our costs. He discussed the issue with both Ralph Pemberton and Bruce Silva who confirmed that they had previously gotten similar estimates from outside vendors. Cherie explained that the original calculations were done by Lon Hultgren in 1986 and included the cost of wages, the use of equipment, and materials used. In 1996 this calculation was updated to include maintenance of Hanks Hill Road fields. More recently an adjustment was made due to the installation of artificial turf and the reduced need for grounds maintenance in those areas. Over the years, these calculations have been adjusted on an annual basis for inflation.

Carl Schaefer expressed his concern that there was no supporting documentation presented for either of the cost scenarios being discussed and that no action should be taken until we have more information. Bill Ryan suggested that we ask Lon Hultgren, Director of Public Works to come and review this with the Committee.

Paul Shapiro added that the appropriate time for this discussion would be when a new contract is presented to the Finance Committee/Town Council for approval. At that time a review can be done and Lon Hultgren would be asked to provide additional information.

7. Adjournment. The meeting adjourned at 7:08pm.

Motions:

Motion to approve the December 10, 2012 minutes by Carl Schaefer. Seconded by David Freudmann. Motion so passed.

Motion to recommend acceptance of the 2011/12 Comprehensive Annual Financial Report by the Town Council by David Freudmann. Seconded by Carl Schaefer. Motion so passed.

Motion introduced by David Freudmann:

Move, that the Finance Committee recommend to the Town Council that the Agreement Between the Town of Mansfield and Regional School District No. 19 for Parking Lot and Grounds Maintenance Services, not be extended or renewed beyond its expiration on June 30, 2013. There was no second. Motion failed.

Motion to adjourn.

Respectfully Submitted,

Cherie Trahan, Director of Finance

Town of Mansfield Traffic Authority
Minutes of the Meeting – January 22, 2013

Present: Hart, Hultgren, Painter, Raiola, Meitzler, van Zelm (Mansfield DTP)

The meeting was convened at 10:35 AM. No corrections were made to the November 27, 2012 meeting minutes.

Ravine Road traffic – still no progress. Waiting for DOT response to the request for additional wayfinding signage to UConn from the West.

Rte 275 pedestrian/bicycle concerns – still no progress. No response yet from DOT.

Construction traffic in Storrs Center – no new concerns expressed.

Willowbrook Road traffic concerns – Structural solutions to the entering intersections were briefly discussed, but no action was taken as the traffic problem on Willowbrook Road has not materialized as yet.

Speed hump request on Davis Road – new speed classifying data is yet to be obtained.

Codfish Falls Road speed concerns – as per the previous meeting, this will be referred to the Resident State Trooper for speed enforcement.

Safety concerns on Rte 195 near Birchwood Hghts Rd – was previously referred to DOT for study and recommendation. Letter has not yet been sent.

PZC referral – Beacon Hill subdivision expansion – Painter reported that the developer was planning to install an emergency access into the new roadways and revised plans are expected shortly.

No parking signs on Dog Lane – the permanent 30 minute signs have yet to be installed on Dog Lane, but temporary signs are in place and this area is being enforced at least in the early part of the day. Additional Central Parking employees need to be trained and sworn-in as special constables to enforce parking later in the day. The permanent signs will be installed when the sidewalk can be cored.

Parking along the temporary road between Dog Lane and Rte 195 – It was decided to post no parking signs along the southern edge of this road on the construction fence and no parking signs at the ends of the road on the northern side. The middle (wider) are on the north side will be signed as a loading zone.

Parking in the bus stop in front of Moe's on Rte 195 – as this stop has not been paved or striped yet, it was decided to wait to enforce parking in this bus stop. These improvements should be done in the early spring and the area will be ticket then.

High pressure (cobra) streetlights on Rte 195 in Storrs Center – some of these lights may not be needed now that the decorative sidewalk lights have been installed. This was referred to Engineering for recommendations as to which of the large overhead HPS lights could be removed.

Post Office Road (Charles Smith Way) no turn on red at Rte 195 – Engineering will check the sight distance here for a recommendation as to whether or not the no turn on red sign should be replaced.

PZC referral – Suave subdivision on N. Windham Road – this subdivision was reviewed and discussed. Authority members expressed no concerns over this subdivision.

Church parking on North Eagleville Road on the UConn campus – as this concerns parking within the UConn campus, the matter will be referred to the UConn Parking Manager (Funderburk) for comment and a proposed solution.

Pleasant Valley speed hump request – Hultgren said he advised Mr. Burnett that Pleasant Valley Road was a collector road and therefore was not eligible for speed humps. The matter was referred to the RST for targeted enforcement.

Speed concerns on Meadowbrook Road – while this road has been classified over the years (before and after the speed humps were installed), additional speed data will be obtained this spring. Painter will invite the requesting party to the February meeting.

The meeting was adjourned at approximately 11:30 AM.

Respectfully submitted,

Lon Hultgren
Director of Public Works

**Personnel Committee
Monday, February 25, 2013
Conference Room B, Beck Municipal Building**

Minutes

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

Other Council Members Present: David Freudmann

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

The meeting was called to order at 6:03 pm.

1. PUBLIC COMMENT

Betty Wassmundt, Old Turnpike Road. Ms. Wassmundt spoke to her desire for the Ethics Code to allow citizens to appeal Ethics Board decisions to state Superior Court. She also stated her opposition to the Committee's position on not allowing Registrars to purchase health insurance through the Town.

April Holinko, Middle Turnpike Road. Ms. Holinko disclosed her affiliation with the Mansfield Board of Education and the Commission on Aging, but stated she was speaking as an individual. Ms. Holinko stated her support of filling the senior services social worker position and her opinion that there is a strong need in the senior community for this service.

Lisa Bilokour, Wormwood Hill Road. Ms. Bilokour spoke to her support of licensed clinical social work services being provided to seniors by the Town.

Rita Braswell, Browns Road. Ms. Braswell disclosed her affiliation with the Senior Center Association, but stated she was speaking as an individual. Ms. Braswell concurred with Ms. Holinko's position and expressed her desire to see the senior services social worker position expanded to full time.

Emile Poirier, Valley View Drive. Mr. Poirier concurred with Ms. Holinko and Ms. Braswell's remarks.

2. MINUTES

The minutes of February 4, 2013 were moved by Shapiro and seconded by Moran. The minutes were approved unanimously as presented.

3. HUMAN SERVICES OPEN POSITIONS

Mr. Hart touched on a number of related topics such as the upcoming Director vacancy, budget outlook, challenges attracting a sufficient number of qualified candidates during the senior services social worker recruitment, and how a reorganization of resources might lead to service improvements in certain areas.

The Committee endorses Mr. Hart seeking feedback from various Human Services advisory committees about a number of ideas. Mr. Hart discussed: the importance of filling the upcoming Director vacancy along with the Director having more facility duties for the Senior Center; the adult services social worker position having more on site hours at the Senior Center, supplemented by LCSW services provided by contract; trying to obtain departmental budget savings that can be reallocated to service improvements to the senior services transportation program; and early childhood services falling within the Youth Services umbrella. Mr. Hart agreed to follow up with staff about these ideas. He will also consult with the Human Services Advisory Committee Chair for advice in how to proceed with soliciting feedback from the various Human Services advisory committees. Staff will report back to the Personnel Committee at their March 18th meeting.

Shapiro made the motion, seconded by Moran to adjourn. The meeting adjourned at 6:44 pm.

Respectfully submitted,
Maria E. Capriola, Assistant Town Manager
Town of Mansfield



MANSFIELD ADVOCATES FOR CHILDREN
EXECUTIVE COUNCIL

MINUTES

Wednesday, February 13, 2013

2:00-3:30pm, Town Hall, Conference Room B

MEMBERS PRESENT: G. Bent (co-chair), A. Bladen, K. Grunwald (staff), K. Krider (staff), C. Guerreri, A. Vincent and S. Delia (staff)

GUEST PRESENT: David Bechtel

WHAT (Topic)	DISCUSSION	OUTCOME
Call to Order	G. Bent called the meeting to order at 2:00 pm.	
Minutes	Review and approve Minutes of January 9, 2013	The January 9, 2013 Minutes are approved by consensus.
Introduction	K. Krider introduced Sarah Delia who is taking over for Jillene Woodmansee and Aviva Vincent, who is the United Way collaborative sponsor and will be taking over for Patrick Doyle.	
New Business	<p>Surplus Money:</p> <ul style="list-style-type: none"> • Funds remain in the payroll account as Jillene was unable to perform all her work hours when she assisted in the Police Office. This amounts to almost \$1000. • There are funds in the Parent Stipend account in the amount of almost \$3000. Next year there will be almost \$2000 in the budget, so there is a total of almost \$6000 to spend. • One idea to spend this money is to hire a PR consultant, perhaps to assist the Playground Committee. • Another idea is to draft a Communications Plan and then an Implementation Plan. • C. Guerreri suggested as a short term plan that the CT Early Childhood Alliance will work with communities to build up their communications and especially their social media presence. She suggested that MAC contact Sam and Jessie to start. <p>Parent Stipend:</p> <ul style="list-style-type: none"> • K. Krider asked how we could move this to another area, ie, to re-allocate the money for another use. • K. Grunwald stated that this money was originally intended to encourage and support parent involvement in MAC. • G. Bent suggested that K. Krider prepare a proposal to go the full MAC re-allocating parent stipend funds. Also need to inform the MAC members that the parent stipend won't be used this fiscal year. There is a possibility it will be carried over to the next fiscal year. 	

New Business (con't)	<p>Human Services Advisory Committee Member:</p> <ul style="list-style-type: none"> • K. Krider stated that Sara Anderson is currently a member of the Human Services Advisory Committee. She will bring more information from MAC to the Human Services Advisory Committee. • K. Grunwald explained how the Human Services Advisory Committee worked, it is a sort of super committee to oversee the many committees and sub-committees under the Human Services umbrella. 	
Plan Revision	<p>Governance and Accountability:</p> <ul style="list-style-type: none"> • D. Bechtel presented his revisions of the plan, based on the previous discussions at the previous MAC and MAC Executive Council Meetings. • The Organization Chart was revised. Discussion led to the suggestion that other connections should be included in the text, such as the connections to the Town Council and to School Wellness. The School Readiness Council and the connections to the public schools should also be included. • K. Krider and D. Bechtel will work together to flesh out connections. K. Grunwald will work on the development of work groups and how they work within the organization and the plan. • C. Guerreri stated that after the Plan is finalized, the form and function should be set. Works groups may be formed for implementing strategy teams. • Reporting and Accountability consists of Scorecard, an Awareness Campaign and Community Events. • D. Bechtel suggested leaving Scorecard as a place holder. The Awareness Campaign refers to a Communications Plan and Community Events include the Week of the Young Child, Festival on the Green and Winter Fun Week. • C. Guerreri asked how Memorandums of Understanding (MOU) are used in relation to accountability. K. Krider mentioned that MAC has a MOU with EHHD with regard to data. K. Krider will send existing MOUs to D. Bechtel. • Mansfield Tomorrow is making a connection to transportation and infrastructure. • K. Grunwald mentioned that the Plan for Young Children can be used to inform this plan. MAC should encourage a connection to Mansfield Tomorrow. G. Bent will send out an email with a link to Mansfield Tomorrow and the Mind-Mixer. • C. Guerreri mentioned the community self-assessment tool, as a way to look at internal progress, or an internal accountability measure. K. Krider and K. Grunwald will discuss and revise. <p>Resource Plan:</p> <ul style="list-style-type: none"> • D. Bechtel presented the introduction. He presented the tables and asked if the format of the tables was correct. He developed revised sections from the team meetings in the last 2 months. He also mentioned other pieces such as Performance Measures and data collection. • C. Guerreri mentioned that a TA is available from Charter Oak at no cost. • People should be asked to start thinking about funding for projects. 	<p>D. Bechtel will make the suggested changes and provide an updated draft.</p> <p>S. Delia will include the tables in the next MAC agenda packet.</p>

Adjournment	<p>The meeting adjourned at 3:32pm.</p> <p style="text-align: center;">Wednesday, March 6, 2013 5:00pm – 5:30pm Arrival and Dinner 5:30pm – 7:30pm MAC Meeting</p> <p>Next Executive Council meeting:</p> <p style="text-align: center;">Wednesday, March 13, 2013 2:00pm – 3:30pm at Town Hall in Conference Room B.</p> <p>Agenda topics: Please send to Kathleen at kriderk@mansfieldct.org</p> <p>Respectfully submitted,</p> <p>Sarah Delia Assistant to Early Childhood Services Coordinator</p> <p>All Mansfield Children ages birth through 8 years old are healthy, successful learners connected to the community.</p>	
-------------	--	--

Mansfield Community Playground Project
Meeting Minutes
Date: February 7, 2013

Present: Jean Johnson, Chad Rittenhouse, Sara Anderson, Julia DeLapp, Ellen Tulman,
Heather Bunnell, Kelly Zimmerman

Next Meeting: Thursday, March 14, 2013, Conference Rm B

- I. Minutes approved from January 2013 meeting
- II. Fundraising
 - a. Saturday at Winter Fun over \$900 was raised on sales (tiles, jewelry, T-shirts, etc). Very successful event for raising awareness & funds.
- III. Take Note! Concert scheduled for Sunday 2/10/13
(At this time of this writing – Concert was cancelled due to winter storm. Plans will be made to reschedule.)
- IV. Egg Hunt is being planned for March 23, 2013 – Jean & Ellen to coordinate
 - a. Will be working with Kathleen & Kurt to make plans
 - b. Kelly has offered to approach owner of Sweet Emotions for donations
- V. Playground 5K is being planned for May 4, 2013- Sara is coordinating
- VI. Applebees Fundraiser is being planned for June 1, 2013 – Kelly is coordinating
- VII. Other Possible Fundraisers:
 - a. A ROTC student has approached Sara about doing a fundraising project
 - b. Evening of wine & art – Heather has a potential contact – possibly in June
 - c. Bake & Lemonade Sale – possibly in July
 - d. Representation at Storrs Farmer's Market – Kelly has offered to make contact
- VIII. Fundraising website is almost ready to use. Using "Fundly" which will allow us to track contributions, setting goals, etc
- IX. A suggestion was made that we identify businesses where posters can be hung. Once list is established list can be used whenever posters are used.
- X. Children's Committee – next meeting will be March 9, 2013 10-11:30
- XI. Julia & Sara will be on the Wayne Norman Radio Show on April 15, 2013.

Minutes prepared & respectfully submitted by Ellen Tulman on 2/11/13

CAN

Collaborative Area Network
Monday, February 25, 2013, 3:00pm
Town Hall, Conference Room B

Minutes

Present: Deb Adamczyk, Anne Bladen, Susan Daley, Kathleen Krider, Rachel Leclerc, Avery Lenhart, Mary Jane Newman, Susan Rozelle, Kate Vallo and Sarah Delia

Regrets: Susan Angelides, Lisa Dahn

<i>WHAT (Topic)</i>	<i>DISCUSSION</i>	<i>OUTCOME</i>
Call to Order	There was considerable discussion concerning a Pre-school Fair to be held on March 2 at the Mansfield Public Library by a chapter of the MOMs Club. K. Krider called the meeting to order at 3:15pm.	
Introduction	K. Krider introduced Sarah Delia to the group and was introduced to all the members.	
Minutes	Review and approval of 1/14/13 Minutes.	The Minutes of the January 14, 2013 Meeting were approved unanimously.
Child Referrals	Susan Rozelle presented a referral from Willow House with some speech issues. Discussion ensued. Some suggestions from the group were provided: <ul style="list-style-type: none">• R. Leclerc will re-contact family• WH will work with the child on other non-verbal skills• S. Daley will see about contacting mom about a referral	
Old Business	Week of the Young Child – One Book Event , presented by Mary Jane Newman <ul style="list-style-type: none">• Posters and display boards are being constructed for each school/classroom. These events are mainly geared toward children from 0-5 and their families.• K. Krider will take these to the providers along with posters and an interactive list of resources, a Save the Date postcard, the book, and a packet of Week of the Young Child activities.• The culminating event will take place on April 20 at the Mansfield Public Library from 10:30am – 12:00pm. There will be a guest illustrator to create a page in a book to donate to the library. Jeff Smithson	

	<p>will read the book. There will also be bookmark making and snacks and other crafts.</p> <ul style="list-style-type: none"> • Each classroom will be provided a copy of the book, "Hop, Hop, Jump" as well as a teacher guide and a certificate of completion. • Volunteers have offered to go into doctors' offices and read the book to children. • Funding is provided by MAC, the centers and a request has been made to Big Y for healthy snacks for April 20. • Data sheets will need to be filled out and collected. <p>CAN Brochure: K. Krider provided members with a third draft of the CAN Brochure. Discussion took place regarding the purpose of the brochure. Suggested revisions included:</p> <ul style="list-style-type: none"> • Change the font for the document to the comic sans font; • Reduce the size of the "Introduction" on the inside first fold; • Revise the statement regarding the listing of Mansfield childcare options below the Introduction; • Switch the "Private Schools" and the "Mansfield Public Schools" lists so Mansfield Public schools are in the center; • Add logos for each elementary school and place the other centers' logos with the school name; • Add a statement about the district of each public elementary school; • Remove "K-Transition Plan" from the back and replace with the MAC logo and mission statement; and • Remove quotes from the back of the brochure. <p>The rest of the Old Business was tabled to the next meeting as the meeting was coming to an end.</p>	<p>K. Krider will prepare a draft incorporating these changes and present it at the March meeting.</p>
<p>Adjournment</p>	<p>The meeting adjourned at 4:25pm.</p> <p>Next CAN meeting: Monday, March 11, 2013 at 3:00PM</p> <p>Agenda topics: Please send to kriderk@mansfieldct.org</p> <p>Respectfully submitted,</p> <p>Sarah Delia Assistant to the Early Childhood Services Coordinator</p>	

**MANSFIELD DOWNTOWN PARTNERSHIP
NOMINATING COMMITTEE
SPECIAL MEETING
Town Hall, Conference Room C
Thursday, November 1, 2012**

3:00 PM

MINUTES

Present: Chair Philip Lodewick, Steve Bacon, Honey Birkenruth, Betsy Paterson, Steve Rogers

Staff: Cynthia van Zelm

1. Call to Order

Philip Lodewick called the meeting to order at 3:05 pm.

2. Approval of Minutes from March 12, 2012

Steve Bacon made a motion to approve the minutes of March 12, 2012. The motion was seconded by Betsy Paterson. The minutes were approved unanimously.

3. Discussion of Student Representative

Mr. Lodewick said the Partnership had solicited for a University of Connecticut student representative to serve on the Board of Directors as the prior student David Lindsay had graduated. Mr. Lodewick said the Partnership had received one response. Mr. Lodewick suggested that the Committee recommend to the Board that this student be interviewed by some members of the Committee. The Committee agreed.

4. Discussion of Board Members' Terms

Cynthia van Zelm said that Board members' Frank McNabb and Kristin Schwab will be rolling off the Board in June as they are limited to two consecutive three-year terms. She said the other members whose terms are up in June are Mr. Lodewick, Chris Paulhus and Steve Rogers. These members are appointed and can be appointed again.

Committee members suggested a few potential new Board members. Mr. Lodewick said he will ask the Board to also think about new Board members.

5. Discussion of Committee Chairs

Mr. Lodewick said that Mr. McNabb and Ms. Schwab serve as chairs of the Membership Development and Advertising and Promotion Committees, respectively, so their chairmanships will need to be filled.

The Committee discussed potential Committee chairs and Mr. Lodewick will ask Board members to sign up for at least one committee if they are not already serving on a committee.

6. Adjourn

The meeting adjourned at 3:30 pm.

Minutes taken by Cynthia van Zelm



COMMITTEE ON COMMITTEES
February 15, 2013
Room B

1. CALL TO ORDER

The meeting was called to order by Peter Kochenburger, Chair of the Committee

Present: Peter Kochenburger, Chris Paulhus, Paul Shapiro

2. OPPORTUNITY FOR PUBLIC COMMENTS

No members of the public were in attendance.

3. APPROVAL OF THE MINUTES

Mr. Shapiro moved and Mr. Paulhus seconded to approve the minutes of the January 11, 2013 meeting as presented. Motion passed unanimously.

4. COMMITTEE VACANCIES/APPLICATION

Mr. Shapiro moved and Mr. Paulhus seconded to recommend the appointment of Carole Masters (term ending 6/30/14) and the reappointment, if she is amenable, of Cristina Colon-Semenza (term ending 6/30 15) to the Advisory Committee on Persons with Disabilities. The motion passed unanimously.

Mr. Shapiro moved and Mr. Paulhus seconded to recommend the reappointment of Dexter Eddy (term ending 10/31/2017) to the Mansfield Housing Authority. The motion passed unanimously.

Mr. Kochenburger will contact staff regarding appointments to the Agriculture Committee and the Town Clerk will talk to Jennifer Kaufman.

The Committee agreed to ask the Town Manager to attempt to recruit a member of the Downtown Partnership to serve on the Four Corners Water and Sewer Advisory Committee. The Republican Town Committee is seeking an applicant for this Committee.

Mr. Shapiro moved and Mr. Paulhus seconded to recommend the appointment of Stephen Kegler (term ending 9/1/2015) and Betty Jane Karnes (term ending 9/1/2015) to the Commission on Aging. Motion passed unanimously.

5. ADJOURNMENT

Mr. Paulhus moved and Mr. Shapiro seconded to adjourn the meeting at 8:37 a.m. Motion passed unanimously.

Mary Stanton, Mansfield Town Clerk

Historic District Commission
Minutes

Meeting January 7, 2013

The meeting convened at 6:55 p.m.

Members Attending: G. Bruhn, J. McGarry, L. Minearo, D. Spencer, G. Samuelson
Others Attending: Jo-Anne Roberts, representing the First Church of Christ, Mansfield
Center Historic District

Old Business:

Discussion related to the proposed sign for the First Church of Christ in Mansfield
Center.

Jo-Anne Roberts, representing the First Church of Christ, 549 Storrs Road, Mansfield
Center Historic District distributed materials related to signs which had been made by
Signs Plus. She did not present revised plans which considered a sign with a simpler
design, smaller in size and fewer words that was compatible with the building and other
historic structures in the district. This was requested by the Commission at the last
meeting. No design help had been solicited, and the Sign's Plus, large PVC sign with
vinyl letters and vinyl posts was as it had been presented in December. There was no
effort on the part of the representatives of the church to consider the historic importance
of the church, the village and the sign within that context.

G.Bruhn started the discussion by commenting on the fact that at the last meeting, the
issue of materials dominated the conversation to the detriment of issues related to the
design of the sign and its compatibility with the historic district. The importance of this
church in our most visible historic district makes the design of the sign of utmost
importance. To that end, Bruhn presented photographs of signs from churches in most
historic districts in eastern Connecticut which she had photographed since the last
meeting. Most signs are considerably smaller than the proposed sign and contain less
information. For reference, the regulations from the CT. statutes, which give the
Commission oversight of signage, materials, size, etc. were read, along with guidelines
from the National Park Service and several larger historic districts that have formulated
specific guidelines for signage.

G.Bruhn also contacted Rudy Favretti for his input on the design issue. He recommended
a sign maker in Manchester who has done numerous signs on historic structures in the
area. G.Bruhn talked with the sign maker, Mr. Jan McCollum, who offered to come out
and discuss the issue with the Commission and church members. He understood that the
sign company under consideration by the church was not known for its design expertise.

J. Roberts said that it was not the "business" of the Commission to choose the sign maker for the church. It should be noted that the Commission is encouraged to maintain information on resources, such as names of craftsmen, vendors of appropriate materials, etc. to help historic district residents in their efforts to maintain their homes and buildings.

Because the church is concerned about the issue of maintenance, they wish to have a new sign. The Commission suggested that the sign appear as it now looks, no larger than three by four feet and include a section which could be placed over the lower part of the sign to announce special events. This "hanging shingle" could be done for both sides of the sign, with changing and different information on each side. It was reluctantly agreed that the sign could be of PVC with vinyl letters, but the post would remain wood, and any lighting would be hung from the post. It will be necessary to see an exact rendering of the proposed sign from the sign company, including all pertinent sizes and styles of lettering, the proposed additional shingles and any changes to the posts.

The minutes of the December meeting were approved.

The meeting adjourned at 8:50 p.m.

Respectfully submitted,

Gail Bruhn
Chairman

Historic District Commission
Minutes
Meeting February 12, 2013

The meeting convened at 7:00 p.m.

Members Attending: A. Bacon, J. McGarry,
Others Attending: Representatives of the First Church of Christ, Mansfield Center
Historic District

New Business:
Receipt of First Church of Christ application received February 12, 2013.

The meeting adjourned at 7:45 p.m.

Respectfully submitted,

J. McGarry
Acting Chairman

**MANSFIELD DOWNTOWN PARTNERSHIP
MEMBERSHIP DEVELOPMENT COMMITTEE MEETING**

Mansfield Town Hall, Conference Room B

January 22, 2013

8:00 AM

MINUTES

Present: Frank McNabb (Chair), John Armstrong, Alexinia Baldwin, Carl D'Oleo Lundgren,
George Jones, June Krisch, Betty Wexler

Staff: Cynthia van Zelm

1. Call to Order

Frank McNabb called the meeting to order at 8:05 am. He welcomed Carl D'Oleo Lundgren to the Committee.

2. Approval of Minutes from December 17, 2012

George Jones made a motion to approve the Minutes of December 17, 2012. June Krisch seconded the motion. The motion was approved.

3. Update on Storrs Center

Cynthia van Zelm updated the Committee on the status of Storrs Center including new businesses and the status of road construction. She said the Dog Lane Café, The Flower Pot, and Mooyah Burgers & Fries had opened since the last meeting. Ms. van Zelm said that Geno's Grille should open in February. The process to approve the zoning permit for the grocery store will start soon.

4. Update on Membership Renewals

Ms. van Zelm said that 156 memberships had been renewed thus far with \$8,175 received.

5. Review of Committee Charge

Ms. van Zelm said the Partnership Board is going through a strategic planning process and as part of that, committees are being asked to review their charges.

Mr. McNabb said he was still interested in reviewing the possible combination of the Membership Development and the Advertising and Promotion committees. Ms. van Zelm said that Advertising and Promotion Committee Chair Kristin Schwab has suggested that these two committees along with the Business Development and Retention Committee have a joint meeting to review charges together.

Betty Wexler suggested that all Storrs Center businesses become members. The Committee agreed. Ms. van Zelm is working on a letter to that effect.

Mr. McNabb said a membership sticker for business windows similar to what chambers of commerce do would be an effective promotion and recognition tool.

The Committee said the value of membership will need to continue to be evaluated.

Carl D'Oleo Lundgren will follow up with students to see how best to get them involved in the Partnership. He will report back to the Committee at its next meeting.

6. Volunteer Calendar and Other Membership Outreach

The Committee debriefed the staffing of the Partnership table at the UConn Co-op during the start of the spring semester. Mr. Jones said the photo collage of Storrs Center showing constructed buildings was helpful to attract people. Ms. Krisch said there were a lot of questions on the apartments. Mr. McNabb thanked everyone for their time at the table.

Mr. Armstrong said he received approval to put information in the Daily Digest which is a daily e-mail that goes out to UConn faculty and staff. Ms. van Zelm will prepare a message focused on what businesses are open and an update on parking, particularly that it is generally free for the first two hours.

Mr. McNabb asked the Committee members if staffing a table at events is a worthwhile endeavor. If so, he suggested that a table-top display be used for future events. He passed out some information to Ms. van Zelm. She will follow-up on looking at some designs and cost. Mr. McNabb suggested showing what has been completed, in process, and still to come.

Mr. Jones said the presence at events is helpful if the objective is to promote the use of downtown.

The Committee thought the new photo collage as a display was helpful but would like a future collage to show more people and show the separation between photos. The Committee would like to review the next photo collage. A suggested headline was "Get to Know Your New Downtown or Main Street Mansfield."

Ms. van Zelm said she will also be looking at name tags for Board and committee members.

Mr. Armstrong suggested reducing the number of handouts at the tables. The "What's Open in Storrs Center" handout is by far the most popular. The Committee also suggested having the exact location of each business on the handout.

Mr. McNabb suggested trying to find more ways to get information out to incoming freshmen's parents. Mr. Armstrong said he would review options. Ms. van Zelm said that she does send information to UConn's Parent Talk publication and there was an update on Storrs Center in the latest issue.

7. Distribution of Membership Brochures

Ms. van Zelm distributed brochures to Committee members to place at areas in Town and at UConn.

8. Adjourn

Ms. Wexler made a motion to adjourn. Alexinia Baldwin seconded the motion. The meeting adjourned at 9:05 am.

Minutes taken by Cynthia van Zelm.

**Mansfield Public Library Advisory Board
Meeting Minutes of 9/11/2012**

Present: Eva Bar Shalom, Edmund Chibeault, Jim Green, Barbara Katz, Thomas Long, Dale Truman, Sheila Quinn Clark, presiding and Leslie McDonough, ex officio

Absent: Heidi Hand, Compton Rees

The meeting was called to order at 7:05 PM.

Opportunity for Public Comment: One visitor attended the meeting. No comments were put forth.

Communications: None had been received.

Approval of the minutes of June 12, 2012: Following a motion by D. Truman (seconded by E. Chibeault), the minutes were approved unanimously (with one abstention of a member who had been unable to attend that meeting).

Librarian's Report: L. McDonough made available the quarterly report of the time span April-June 2012, fleshed out the outlined items with further explanation, and answered questions concerning specifics touched on.

Amazon.com Link: The advantages to the Library of patron participation in this program were reiterated and further explained by L. McDonough.

Parliamentary Procedure: Following consideration of the use of Parliamentary-style (calling on board members who have comments to offer or questions to ask, as compared to people chiming in); the board members are asked to reflect on the advantages and disadvantages of the two processes; and, are encouraged to offer their opinions at or before the next meeting (if before, by contacting S. Clark by phone or mail – if and/or L. McDonough by phone, email, or mail)...at the next meeting, the input will be shared.

Meeting Schedule: following explanation of the format which the Board used to follow (polling of members at 2 weeks prior to a scheduled meeting to see which day near that date the most members were able to come; then, rescheduling the meeting for that date, if needed, to help facilitate maximum attendance); a process which we have found out is still allowed by FOI regulations if no new business is added at the meeting (if new business becomes needed – such as, an emergency or very serious situation, an emergency meeting can be called if FOI guidelines for them are followed) compared to adhering to dates as published at the start of a governmental year; the Board decided to:

Ask L. McDonough (who graciously agreed) to contact members 2 weeks prior to meetings as scheduled to ask that any members not able to attend respond back to her within a 2 day time span; after which, if too many members would be absent, members would be

contacted and polled to discover which date within the scheduled date's loose time span would be possible for the most members (at that time, the meeting would then be moved; and the move, published, within FOI guidelines).

The committee agreed that this matter could be revisited after trying this system, should it not appear to be working well.

Old Business: None was brought up.

Agenda Items for Future Meetings: The adding of "New Business" to future agendas was specified by the Board, now that we know that this is permissible under FOI guidelines (we have been among the groups which had set this aside when the new guidelines first came out).

Adjournment: The meeting was adjourned at 8:10 PM.

Respectfully submitted,

Sheila Quinn Clark

Approved by the Library Advisory Board on March 12, 2013
(no quorum at the December 2012 meeting)

Parks Advisory Committee Meeting
Mansfield Community Center Conference Room

January 2, 2013

Chair: Sue Harrington

Meeting was called to order at 7:37 pm.

Attendance: Bill Thorne, Susan Harrington, Tom Harrington, Jen Kaufman, Julianna Barrett

Minutes from the October 12, 2012 meeting were approved – Bill Thorne motion, Second- Julianna Barrett

Park Updates: Shelter Falls – Silanders did some blazes in the park. A bridge near the old dam is needed.

Universal Access Trail around Bicentennial Pond – they need to present to the PAC board.

Trail Day – February 1, 2013 deadline. Frog Frolic during April vacation.

Possible forestry walk with Bill Thorne and Tom Worthley??

Fanwort pulling party with Willimantic Water Alliance – on Trails Day???

Eagle Scout projects – Pratik KC to work in Dorwart

Looking for someone to do Shelter Falls bridge on UConn property.

Mansfield Tomorrow- HUD grant update plan for Conservation and Development. January 30, 2013 including committees from AG, Economic Development, Housing and Zoning.

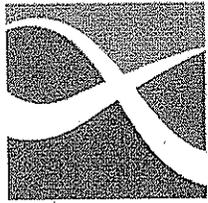
We have closed on Marshal property. Close to closing on Malek property.

Need to work with Joshua's Trust on the Sawmill Brook and Wolf Rock properties.

Adjourned at 8:45 pm.

Respectfully submitted,

Tom Harrington (Acting Secretary)



Mansfield Tomorrow

OUR PLAN ► OUR FUTURE

ADVISORY GROUP MEETING

January 30, 2013 | 5:30 pm – 6:30 pm

Mansfield Public Library's Buchanan Center

Special Meeting Minutes

Present: Kristin Schwab, Betsy Paterson, Jeff Poehlemus, John Armstrong, Charlie Ausberger, Quentin Kessel, Greg Padick, John McGuire, Roger Adams, Mehdi Anwar, Eva Csejtey, Charlie Galgowski, George Rawitcher, Cynthia VanZelm, Toivo Kask, Sarah Acorsi, Ken Rawn. JoAnn Goodwin, Planning and Zoning Commission Chair. Larissa Brown, Goody Clancy, Amy Kohn, Goody Clancy, Ken Snyder, Place Matters, Linda Painter, Town of Mansfield, Jennifer Kaufman, Town of Mansfield.

1. The meeting was called to Call to Order at 5:30 pm
2. Linda Painter welcomed the attendees gave some background information about of the Mansfield Tomorrow Project.
 - Mansfield was one of 27 communities across the country to be awarded a HUD office of Sustainability Community Challenge Grant.
 - Town will build off of the Plan Of Conservation and Development (POCD) and Mansfield 2020 and bring them together
 - New Zoning and Subdivision regulations will be developed at the end of the process
 - Jennifer Kaufman is project manager, full-time
 - PZC will appoint citizen members to the AG on February 4th.
3. *Larissa Brown introduced Goody Clancy and the rest of the consulting team and described their role in the project.*
 - Goody Clancy works all over the country – done many comprehensive plans at many scales
 - Working with a number of team partners including – YellowWood (agriculture), Mt. Auburn Associates(economics), Farr Associates (innovative zoning, sustainability in regulations), Place Matters (community participation)
 - Final product will be a new POCD, once completed it will go through a review process through the Planning and Zoning Commission
 - Imperative that community members feel that the plan belongs to them
 - Participation process will have meetings – but also digital opportunities.
4. *Ken Snyder described the community engagement strategy in more detail.* Process will strive to optimize public engagement, to tap into community member's strengths and skills, while providing

as much info as possible in user-friendly format. The March 9th meeting will use a number of approaches and will strive to involve those who do not normally come to meetings. The digital town hall, Mind Mixer was also be used.

5. *Attendees introduced themselves and described what they wanted to see out of the project.*
- *Kristin Schwab, Mansfield Sustainability Committee, Landscape Architecture faculty at UConn, Downtown Partnership (on Board of Directors and Chair of Advertising)*
 - Bike and multimodal transportation
 - Green infrastructure
 - Energy
 - Leverage and strengthen relationship with UConn
 - *Betsy Paterson, Mayor, incorporator of Downtown Partnership, sits Co-chair of Town Gown Committee and Community-Campus Partnership, Chair of Eastern Highlands Health District, and many more committees*
 - Bring as many community members in as possible.
 - Enhance attractive aspects of town – preservation
 - UConn will expand – town can be part of process and have influence or sit back and watch it happen
 - *John Armstrong, interim director of student services, UConn representative*
 - UConn is growing, would like to work with Mansfield
 - *Charlie Ausburger*
 - 4th generation of family living in Mansfield
 - former business owner in town
 - would like to see responsible growth and preservation
 - *Quentin Kessel, representing town Conservation Commission, which has responsibilities over water resources by state statute*
 - Europe has better land use planning – maybe Mansfield can be an example of how to improve American planning
 - *Greg Padick, citizen candidate for Advisory Committee, former director of Planning and Zoning*
 - Must generate more economic base, UConn is key (in order to preserve attractions of Mansfield)
 - *John McGuire representing Economic Development Commission (just formed in Oct.)*
 - *Roger Adams, Mansfield Downtown Partnership, President of Windham Chamber of Commerce*
 - Business perspective – regulation, transportation
 - Employers understand that Mansfield is picky about growth
 - Predictability is important! Regulation is ok as long as it doesn't change too often
 - *Mehdi Anwar, faculty at UConn*
 - From Bangladesh
 - Again, UConn will grow no matter what
 - How to be energy independent? Lots of questions need to be answered before we decide what we want to achieve

- Eva Csejtey, citizen candidate
 - Part of local community-resiliency group, Storrs-Mansfield Transition
- Charlie Galgowski, representing Agricultural Committee – filling in
 - Maintain and improve existing agriculture
 - The need for agriculture needs to go way past food to be economically viable
 - Economics, zoning
- George Rawitscher, retired UConn physics professor
 - Interested in climate change
 - Organized CIMA with Virginia Walton and Jennifer Kaufman
 - To be able to plan while taking climate change into account – mitigation and adaptation
- Cynthia vanZelm, Director of Downtown Partnership
 - Continuing to promote downtown
 - Linking downtown with other developments, and tech park
- Toivo Kask, citizen candidate
 - Trained architect
 - Aesthetic component
 - Vision to recreate walkable villages in town
 - Regional aspect – how town fits into northeast corner
- Sarah Acorsi – rep zoning board of appeals
- Ken Rawn
 - Representing Four Corners Sewer Planning and Water Advisory Committee

6. *Next Steps* Goody Clancy stated that they would be getting in touch with members regarding a regular meeting date.

7. Adjourn- Meeting adjourned at 6:45 pm

APPROVED
Commission on Aging

Minutes of February 25, 2013
Special Meeting

MEMBERS PRESENT: Will Bigl (2015), April Holinko (2014), Bev Korba (2014), Laurie McMorrow (2014), Don Nolan (2014), Joan Terry, (2013)

COMMUNITY REPRESENTATIVES: Emile Poirier (Jensen's), Martina Wharton (Juniper Hill)

STAFF: Kevin Grunwald (Dir. of Human Services)

ABSENT: Sam Gordon (2014)

GUESTS: Lida Bilokur, Estelle Elliot, Bettejane Karnes, Steve Kegler

Minutes: The minutes of the January 2013 meeting were approved as written.

Correspondence – April received information from Cindy Dainton about a workshop entitled Bringing Your Boards on Board. Both will attend.

Assisted Living – There is no progress on providing water for the proposed Masonicare facility.

Wellness Center – Kathy Ann Easley, Social Worker, has been assigned to the Wellness Center on Wednesdays. The department vacancies will be discussed at the Council's Personnel Comm. on Feb. 25 at 6:00 pm.

Senior Center – Copies of the Senior Center report were distributed. Van drivers are being recruited so the new vehicle can be utilized. There was no report from the Senior Center Association.

Community Information – Martina said that trips will begin again in March for Juniper Hill residents. Many of the residents are taking advantage of the FoodShare program. Emile brought newsletters from Jensens to show the activities they offer. Bev reported that residents at Glen Ridge continue to enjoy a variety of activities.

Agency Funding Requests – Requests from Community Companions and Homemaking Services, TVCCA and WRTD were reviewed. Motions were made, seconded and passed to recommend that each of the agencies receive the amount they requested. This information will be forwarded to the Town Council.

Downtown Storrs - Joan reported that she and Ida Millman met with Cynthia Van Zelm to discuss things that could be done to make the new downtown senior friendly. Many of our concerns have been integrated into the current plan.

New Business - None

Old Business - April updated us on the status of the appointment of new members. Stephen Kegler and Bettejane Karnes will be recommended by the Committee on Committees. We expect the Council to act on the matter at tonight's (Feb. 25) meeting.

Triad – Will described the classes that will be offered at the Senior Police Academy to be held at the Senior Center on Wednesday afternoons beginning April 5th. He encouraged us all to attend.

Opportunity for the Public to Address the Commission – Lida Bilokur recommended a video called Livable Communities.

Respectfully submitted, Joan Terry, secretary

Next Meeting: March 11

**Goals for the
Commission on Aging
2012-2013**

1. Monitor Mansfield's Long-Range Plan for seniors with a continued focus on priority issues of senior safety, information dissemination, senior center space needs and health care needs including changing federal benefit programs.
2. Continue to advocate for the installation of a bus shelter at the Route 275/Community Center bus stop.
3. Advocate for improvements to the local transportation system.
4. Encourage the Downtown Partnership to make the new Storrs downtown senior friendly.
5. Provide information regarding tax relief available to residents.
6. Monitor the development of an independent living/assisted living facility in Mansfield.
7. Support the hiring of a Senior Services Social Worker.
8. Support the implementation of the FoodShare program.

MANSFIELD ADVOCATES FOR CHILDREN
Wednesday, February 6, 2013
Council Chambers – Town Hall
MINUTES

Members Present: S. Anderson, F. Baruzzi, A. Bladen, S. Delia (staff), V. Fry, G. Bent, J. Goldman, C. Guerreri, K. Grunwald (staff), Y. Kim, K. Krider (staff), R. Leclerc (staff), E. Soffer Roberts, J. Stoughton, T. Cook

Regrets: MJ Newman, L Young

Guests: David Bechtel

<i>WHAT</i>	<i>DISCUSSION</i>	<i>OUTCOME</i>
CALL TO ORDER	G. Bent called the meeting to order at 5:33pm.	
CONSENT AGENDA	Approval of the Minutes of January 2, 2013 meeting.	<i>The January 2, 2013 Minutes were approved without changes.</i>
TEAM UPDATES	<p>One Book: J. Goldman reported that:</p> <ul style="list-style-type: none"> • The book, "Hop, Hop, Jump" is the book chosen for the One Book program; • The culminating event will be scheduled on April 20, 2013 and will take place in the Library. This will be at the end of the "Week of the Young Child;" • Jeff Smithson, a professional entertainer, will be the performer for this event; he will do a reading of the book. Other activities may include a dance group, a craft, and a snack • Coordination will take place amongst the 4 Centers, the 2 Montessori schools and the home care providers. • Planning is also taking place for evening events at the 4 Centers. • Possible events for the Community Center. <p>Transportation: K. Grunwald and S. Anderson reported that :</p> <ul style="list-style-type: none"> • Mansfield Tomorrow kickoff was this past week, a website was launched, Mansfield Tomorrow.com; the MindMixer was introduced, ideas you have for different categories; Mansfield Tomorrow at the idea generating stage. There will be a workshop on March 9 in which the process will continue where a Community Forum will be from 9am – 12pm and an Open House will be held from 1pm – 4pm. Focus Groups welcome new members whereas the Mansfield Advisory Committee is for members of specific groups. • Dial-a-Ride now goes to the Mansfield Public Library. 	

Playground: S. Anderson reported on Playground Committee Activities:

- A Fundraiser was held on Feb 2 at the MCC which garnered \$1000, families and children mad tiles and jewelry.
- A concert will be held by an UConn a cappella group "Take Note" on February 10th at 3:00pm, this will also be the same time as the Women's Basketball Game at Gampel Pavilion, and parking information is available.

School Readiness: A. Bladen reported:

- CCC and Mansfield Public Schools are now NAEYC accredited. All paperwork should go to Kathleen or Gerri Rowland.
- CT Charts-A-Course has money available for accreditation of centers if children with special needs attend that program.
- RFP for School Readiness arrived today; it will be due May 17, 2013.
- Quality Enhancement Grant RFP is also due May 17.
- SDE will be making random visit to school readiness sites.
- Need to set a date for Unmet Needs Survey and Slot Allocation.
- Early Childhood Teaching Credential is up and running.
 - 2015-2020 changes in requirements for LEAD teachers
 - 2015 – 50% of LEAD teachers have BA's in appropriate field
 - 2020 – 100% of LEAD teachers have BA in appropriate field
 - Requirements for Assistant teachers not yet determined
 - Portfolio process for individuals is slated to begin in March

Scorecard: K. Krider reported:

- Originally felt overwhelming and expensive, consequently, Mansfield is trying to partner with Coventry, Norwich, Groton, and New London
- TA requires fund data start up side of Scorecard
- Training for communities
- Very labor intensive
- C. Guerreri - Concerns about possible push back from Graustein regarding TA request for doing instead of training

Early Childhood Health Data Institute: K Krider

- Meet on this with other communities looking for date for community health issues
- This is a three session institute
- Create a database statewide for child health indicators

PLAN REVISION	<p>1. Introduction of process for re-write of Plan:</p> <p>K. Krider introduces D. Bechtel. D. Bechtel reminded members to think about what they had discussed at the last meeting and start from there. He suggested that teams start with strategies and narrow parameters and then think about Performance Measures ie. surveys and is anyone better off than they were before</p> <p>2. Teams meet to review and discuss data and develop secondary indicators</p> <p>Teams met from 6:15 to 7:15.</p> <p>3. Teams back to large group to report on work.</p> <p>Teams returned to the large MAC group and each team reported on their progress:</p> <p>Successful Learners: Please refer to Attachment 1</p> <p>Health: Please refer to Attachment 2</p> <p>Community Connectedness: Please refer to Attachment 3</p> <p>D. Bechtel indicated that this work will continue both in the Executive Council meeting and at the March MAC meeting.</p>	K. Krider requested that Teams prepare summaries of their work tonight and submit to her
PARKING LOT	<ol style="list-style-type: none"> 1. Summer Lunch Program 2. Before/After School Care 	Discussion on parking lot items is tabled because of time constraints.
ADJOURN	<p>The meeting adjourned at 7:35pm.</p> <p>Next MAC Executive Council Meeting, Wednesday, February 13, 2013, 2:00pm – 3:00pm at Town Hall, Conference Room B.</p> <p>Next MAC Meeting, Wednesday, March 6, 2013.</p> <p>Agenda topics: Please send to Kathleen at kriderk@mansfieldct.org</p> <p>Respectfully submitted, Sarah Delia 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.”

**Mansfield Advisory Committee
on the Needs of Persons with Disabilities
Tuesday January 22, 2013**

Attendance: Gloria Bent, Fred Goetz, Cristina Colon-Semenza, Donna Korbell (UCONN), Kathy Easley (staff), Kevin Grunwald (staff)

Regrets: Jennifer Tanner

Chairman, Fred Goetz called the meeting to order at 2:35 p.m.,.

Approval of the Minutes

After review the minutes of December 18, 2012 were approved as written.

New Business (other added by majority vote)

1. Mansfield Tomorrow

K. Grunwald shared a draft brochure for Mansfield Tomorrow. HUD grant money received by the town will be used to work on the town plan for conservation and development, which has to be updated every 10 years.

Volunteers are needed for the Mansfield Tomorrow Advisory Committee. There will be other opportunities for resident participation as well (such as focus groups and online questionnaires).

A public information session to introduce the process will take place at Buchanan Auditorium on Wednesday, Jan 30th at 7 p.m.

The committee agreed that the focus on land use, housing, and transportation would be of interest to MACPD. If anyone on MACPD is interested in serving on

the Mansfield Tomorrow advisory committee they should contact Linda Painter.

2. Other (addition agreed to by consensus of the committee) Acquiring greater awareness of ADA by MACPD

C. Colon-Semenza suggested the committee engage in a planned program of study of The Americans with Disabilities Act. Following discussion the committee agreed to engage in a course of study. Donna Korbell (UCONN office of Students with Disabilities) will lead some of the study.

Old Business

1. Letter to Town Council re: Walkway

G. Bent shared Council reaction at the 1/15/2013 meeting to a letter she had written in response to the 12/10/2012 council meeting and comments made at that meeting concerning MACPD's letter asking about the status of the South Eagleville sidewalk. She noted that a recent article in The Willimantic Chronicle announced a council decision to delay action on the sidewalk while Mansfield Tomorrow is underway. The article indicated the time frame for action on the sidewalk would likely expire during this planning process.

2. Transportation Advisory Committee Meeting

K. Grunwald reported on the Transportation Advisory committee meeting where the South Eagleville sidewalk was discussed. TAC does believe the sidewalk is needed.

3. UN Treaty on the Rights of those with Disabilities

The committee agreed to table this discussion until next meeting.

4. Accessibility issues previously identified

Curb cuts

K. Grunwald reported that he had received a response to the committee's inquiry about curb cuts. They are not a Transportation Advisory Committee issue but a Traffic Authority issue. The MACPD curb cut inquiry will now go the Traffic Authority.

5. Membership

K Easley asked if an appointment to this committee of a high school student would be appropriate. The committee agreed it would bring a welcome new perspective. Donna Korbell will look at participants in UCONN's student leadership conference for possible candidates.

6. Review of PZC referrals/Meeting with Lynn Stoddard

The High Ropes course has been approved by PZC with some modifications. The committee agreed MACPD is still interested in meeting with Ms. Stoddard. K. Grunwald will advise the committee members when a Friday meeting has been arranged.

Adjournment: the meeting adjourned at 3:30 p.m.

Next meeting - 2/19/2013 @ 2:30

Respectfully submitted,
Gloria Bent, Recording Secretary

Approved 2/26/2013

**Town of Mansfield
Parks Advisory Committee
Minutes
February 6, 2013
Secretary – Al Montoya**

Present: Sue Harrington, Tom Harrington, Al Montoya and Jennifer Kaufman.

- I. The meeting was called to order at 7:35 P.M.
- II. The minutes for the January 2, 2013 meeting were approved with minor changes – Al Montoya motion, Tom Harrington second.
- III. Old Business
 - a. Park updates
 - i. Schoolhouse Brook and Pine Ridge need to be walked for an assessment.
 - ii. Al walked Shelter Falls and had nothing to report.
 - b. Park projects/grants/initiatives
 - i. Jennifer has a meeting soon to discuss the Universal Access Trail around Bicentennial Pond.
 - ii. A public forum will be scheduled soon to include numerous stakeholders.
 - iii. Recreational trail grant is due in March 2013.
 - c. Recent Programming
 - i. There were no previous programs.
 - d. Mansfield Tomorrow
 - i. The kickoff event for Mansfield Tomorrow was held on January 30 at 7:00p.m. There were approximately 90 residents in attendance.
 - ii. The Forum on Growing Farms in Mansfield was held on February 2 from 8:30a.m. – 2:00p.m. There were approximately 50 residents in attendance.
 - iii. The website for Mansfield Tomorrow was shared. It is www.mansfieldtomorrow.com.
 - iv. On March 9 at 9:00a.m. there will be a community visioning session to discuss the future of Mansfield.
- IV. New Business
 - a. Upcoming events
 - i. Star party is scheduled for February 15 at 7:00p.m.
 - ii. Frog Frolic is scheduled for April 2013.
 - iii. Trail Day is coming up and Mt. Hope was identified as the park for the upcoming program.
 - iv. The Willimantic River Alliance has a river paddle scheduled for Trail Day.

- b. Eagle Scout Projects
 - i. There is a need for an Eagle Scout Project for Shelter Falls.
 - c. NAV Volunteer Award
 - i. There were no nominees this month. The committee decided to postpone until April to allow for more input.
- V. Announcements
- a. Updates were provided for the Open Space and Agriculture Committee.
- VI. The meeting was adjourned at 8:10 P.M.

Respectfully submitted, Al Montoya, Secretary

TOWN/UNIVERSITY RELATIONS COMMITTEE
Tuesday, February 14, 2013
Audrey Beck Municipal Building, Council Chambers

Minutes

Present: J. Armstrong, P. Barry, B. Chandy, M. Daniels, M. Hart, M. Kirk, E. Paterson, C. Paulhus, H. Rhynhart, J. Saddlemire, N. Silander, W. Wendt

Staff: M. Capriola, F. Raiola (*Town*), van Zelm (*MDP*)

1. Call To Order

Meeting was called to order at 4:00 pm.

2. December 11, 2012 Meeting Minutes

Paulhus made the motion to approve the minutes as presented, seconded by Saddlemire. Motion passed with 8 voting in favor and 2 abstentions (Paterson, Chandy). Hart was not present for the vote.

3. Updates:

a. *Mansfield Downtown Partnership*: van Zelm reported on Winter Fun Week events. MDP sent out a housing survey and is currently collecting responses. Apartment rental and commercial leasing updates were provided. Snow operations and parking issues were discussed.

b. *MCCP*: Armstrong has met with a number of area property managers regarding potential April off-campus activity. Off-Campus Student Services conducted storm preparation outreach (re: February blizzard) with off-campus students. Students were well prepared and Off-Campus Student Services received no complaints. Off-Campus Student Services commended the Mansfield Public Works Department for their snow removal efforts.

c. *Town/UCONN Water Supply EIE*. The public comment period was extended through the end of January. Over 300 comments were received. Responses to the comments are being prepared, with a target completion date of April. A number of factors for the three options are being considered such as costs, environmental impact, mitigation measures, and zoning impacts.

4. Proposed Sanctioned Spring Activities

Saddlemire and Rhynhart provided an overview of planned sanctioned spring activities. Planned activities will be UConn-centric and student oriented with theme days such as "UConn Learns" (notable lecturer, outdoor movie), "UConn Serves" (community service and campus beautification projects), and "UConn Returns" (Oozeball). A number of restrictions will remain in place during the weekend formerly known as Spring Weekend such as parking restrictions and guest restrictions in the dorms and dining halls.

5. University Use of Bergin Correctional Institution

Kirk noted that discussions between the University and the Department of Corrections continue. Potential University uses of Bergin will depend on costs and length of a lease.

6. Other Business Announcements

The Governor's proposed budget and its impact on Mansfield were announced.

The first issue of the UConn Community Update was recently mailed to Mansfield residences. The new publication will be mailed monthly or bi-monthly.

7. Communications

Paterson requested that the communication from W. Simpson be provided in a future Council packet.

8. Opportunity for the Public to Address the Committee

None.

9. Adjournment

Meeting adjourned at 5:05 p.m.

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

To: Town Council/Planning & Zoning Commission
 From: Curt Hirsch, Zoning Agent
 Date: March 11, 2013



Re: *Monthly Report of Zoning Enforcement Activity*
For the month of February, 2013

Activity	This month	Last month	Same month last year	This fiscal year to date	Last fiscal year to date
Zoning Permits issued	1	5	7	67	74
Certificates of Compliance issued	2	9	13	60	73
Site inspections	16	27	43	223	214
Complaints received from the Public	5	2	2	36	31
Complaints requiring inspection	4	3	1	28	22
Potential/Actual violations found	3	3	2	22	15
Enforcement letters	2	8	6	64	41
Notices to issue ZBA forms	0	1	0	7	7
Notices of Zoning Violations issued	2	0	0	23	9
Zoning Citations issued	0	1	0	9	8

Zoning permits issued this month for single family homes = 1, 2-fm = 0, multi-fm = 0
 2012/2013 fiscal year total: s-fm = 4, 2-fm = 0, multi-fm = 0

PAGE
BREAK

Betty Heiss, M.S.W.

Psychotherapist

Item #9

29 Ridge Road, Storrs, Connecticut 06268 • (860) 429-6324

Dear Matt,

I am writing to you and hope you'll share my letter with the town Council and Kevin Grunwald, as an active member of the senior center I am very concerned about impending cuts to their budget. Two cuts that disturb me are not having a full time licensed clinical social worker and the probability of raising fees for the Sparks newsletter. As for the first I was an LCSW in private practice for almost thirty years. (I retired two years ago) I can attest to the fact that the vast majority of seniors do not seek counseling or therapy. However, when such a professional is a staff member with an office at the center these seniors with 'a problem' feel enough confidence to just 'drop in' and tell the social worker what's bothering them. And, of course when the social worker makes home visits another very important need is addressed.

My second concern is the possibility of raising rates for the Sparks to \$18 a year or even having it sent bi-monthly. This newsletter is so informative and for those seniors without a computer the Sparks is really the only communication available. If it becomes necessary to increase fees I suggest a sliding scale.

In closing, I am sure you're aware of the fairly recent 'needles' in the Chronicle chastising Mansfield for spending over \$100,000 to hire a consultant. The latter was to assess the need for building two new schools. A project that was doomed from

the start." The town now has a budget deficit and
is likely the senior center will incur some loss of
revenue because of foolish decisions made by
town authorities;

In this letter I've only addressed two items of
concern but there are others as well. I urge you to
con manager to support having a full time licensed
social worker and to let the nurses letter remain

3 15,
Thank you, Matt for your consideration
and support.

Sincerely,
Betty Heese

April Holinko
Mansfield Commission on Aging, Chairperson
52 Middle Turnpike
Mansfield Depot, CT 06251
860-429-4449
aholinko@yahoo.com

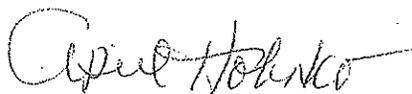
March 15, 2013

Matt Hart
Mansfield Town Manager
Personnel Committee of the Mansfield Town Council
4 South Eagleville RD
Storrs, CT 06268

Dear Matt Hart:

I am before you today speaking on behalf of the Commission on Aging. At its regular meeting on Monday, March 11, 2013, COA members expressed curiosity and concern regarding the Human service positions and how they might be restructured. The Commission on Aging continues to follow the progress of this process and is disappointed that you have not yet solicited feedback from them. It was their understanding from previous meeting minutes, that the personnel committee endorsed Mr. Hart to seek feedback from various Human Service advisory committees about a number of ideas. We encourage you to actively seek input from the Commission on Aging as it is one of your resources as a town council appointed advisory commission.

Respectfully,


April Holinko

PAGE
BREAK

Mansfield Senior Center

Maple Rd.

Storrs, CT.

02/17/2013

To whom it May Concern,

As a current student in the Bridge Class offered at the Senior Center, I feel it necessary to share my extreme disappointment to you in the decision to cancel this class.

I know there are 4 of us who come on a regular, weekly basis and at least 2 others who drop in to play when their schedules allow.

I think we all appreciate the Senior Center and the wonderful classes that you offer, and I for one appreciate the ones that stimulate our brains and help to keep cognition clear. Bridge, of course, is one of these special classes, and it will be sorely missed by those of us who understand its health-giving benefits.

I am writing to ask you if there is any way for you to reconsider the decision to cancel this class and to tell us what we might do to help in its retention.

Thank you so much for your time and consideration.

Sincerely,

Shoshana Levinson

Gurleyville Rd., Storrs, CT.

860-429-4624

Marilyn A. Gerling 98 Sycamore Dr., Dan, CT 06268
Shirley A. Ogozalik 172 Highland Rd., Mansfield
Eileen M. Kapes 22 Beech Mt Circle, Mansfield Center
Barbara Ladd 25 Samuel Ln Mansfield Ctr
Betty Savage 304 Alder Ln, Storrs, CT 06268
 -225-

PAGE
BREAK

Appropriations Committee – Public Hearing
March 15, 2013

Toni Moran (Deputy Mayor) and Matthew W. Hart (Town Manager)
Town of Mansfield

We are here today to address our concerns regarding the Governor's Proposed FY 2013/14 Budget and state aid to municipalities.

Mansfield is home to the University of Connecticut's main campus in Storrs (pop. 26,000; 15,000 year-round). Outside of the university, we are still in many ways a rural community with a limited tax base consisting of residential and some commercial properties. We are building the mixed-use Storrs Center project to serve as our downtown, and this initiative will positively impact our grand list.

Mansfield's FY 2012/13 Operating Budget totals approximately \$45 million. Of that amount, approximately \$30 million is dedicated to education costs and \$15 million is allocated for general government and capital expenditures. With the presence of UConn and the Bergin Correctional Institute, we are very reliant on intergovernmental revenue, receiving approximately \$17.6 million or 39% of our general fund revenues from the state. Our grand list is approximately \$1 billion and the value of state property in Mansfield totals \$1.2 billion. Our payment-in-lieu-of-taxes grant (PILOT) for state-owned property totals approximately \$7 million, or 16% of general fund revenues. No other town in the state is as reliant on PILOT funding as is Mansfield. As you will see on the attached spreadsheet, under statute Mansfield should be receiving 45% on the assessed value of UConn property and the actual grant amount is closer to 24% of that figure.

Like many of our municipal colleagues around the state, we are concerned about the Governor's proposed motor vehicle property tax exemption. Our estimate is that this proposal would be significant for Mansfield, resulting in a revenue loss or a shift to residential and commercial real estate of \$1.8-\$2 million per year, equivalent to approximately 1.8 to 2 mills. Under our preliminary analysis, residents with a modest home and a modest vehicle or two will likely see an increase in taxes while those with larger homes and more expensive cars will see their taxes decrease. This loss of motor vehicle tax revenue would make the property tax more regressive, placing a greater burden on those who arguably have less ability to pay.

The Governor's proposal to eliminate the payment-in-lieu-of-taxes (PILOT) for state-owned property and to reallocate that funding under the education cost sharing grant (ECS) is an even more significant issue for our community. Under this proposal, Mansfield's \$7 million PILOT payment would be eliminated and our \$10 million ECS grant would increase to \$17 million.

On paper, it appears as though Mansfield would be held harmless under the Governor's proposed budget, at least for the next two fiscal years. Our chief concern, however, is for the future. Would the state amend the ECS formula to include state-owned property as a primary criterion of the grant? If not, it could become very difficult to justify a \$17 million ECS grant to Mansfield and the town could lose this important funding we receive to offset the impact of state property on our municipal services.

Losing \$7 million in state funding would be devastating to Mansfield and the town would need to increase its current tax levy by 25% to make up for this lost revenue. Quite frankly, we don't understand the policy reasons behind the elimination of the PILOT and the reallocation of this funding under ECS. Connecticut led the nation when it introduced the PILOT in 1969. If the purpose of the proposal to reallocate the PILOT under the ECS is to increase funding for education, this will only serve to move money from one side of the house (general government) to another (education). In essence, we would be "robbing Peter to pay Paul." On the other hand, are we saying that state property no longer has an impact on the host municipality? That assertion is simply not accurate. While UConn offers many benefits to Mansfield in terms of employment, arts and culture and other university-related amenities, it also has a real impact on our municipal services, including code enforcement, community services, education, public safety and public works. To illustrate this point, we have highlighted below several municipal services that are impacted by the presence of the university (please see the attached 2008 study for more detail):

- **Fire department/EMS** – Mansfield maintains a combination fire department with both volunteer and paid personnel. Most towns our size in Connecticut rely on a volunteer fire department with a separate EMS provider. Mansfield employs 12 full-time and 14 part-time firefighter/EMT's that respond to 1,429 calls per year, most of which are rescue or ambulance calls. If Mansfield did not host the university, with its commuting traffic and associated rental properties, our annual call volume would be much lower. Mansfield's budget for Fire and Emergency Services totals \$1,860,135 per year.
- **Housing inspection program** – Mansfield is home to approximately 1,427 rental units, the vast majority of which house tenants that are students or have a university affiliation. In order to ensure that this housing stock meets minimum safety and related standards, the town maintains a housing inspection program to license residential rental properties. Our program is very comprehensive for a small town our size, and includes the enforcement of litter and certain parking regulations. The budget for this program totals approximately \$109,220 per year, of which \$92,720 or 85% is covered through user fees.
- **Police services** – Mansfield employs the services of 10 resident state troopers, perhaps the largest municipal contingent in the state. Much of the work of the trooper's office in Mansfield involves community policing in the neighborhoods adjacent to campus and responding to large off-campus parties and events such as the former UConn Spring Weekend. Our budget for police services totals \$1,149,830. By contrast, the town of Tolland, our neighbor to the north with a year-round population similar to Mansfield's, employs five resident troopers at a cost of \$603,205 per year.
- **Regional bus services** - Mansfield not only funds its share of the regional bus service (WRTD) that runs north and south along the edge of the UConn campus, but also funds 50% of the farebox revenues so that Mansfield residents and UConn students, faculty and staff can ride this bus line for free. While UConn has recently funded the other 50% of the farebox revenues, almost 80% of the ridership is UConn-affiliated. Mansfield's total cost for this bus service is close to \$100,000 a year. UConn's 50% farebox cost was \$26,000 last year. Additionally, Mansfield maintains all the bus stops on this line except for the two that are on the campus itself.
- **Road maintenance and construction** – The increased automobile and truck traffic on Mansfield roads results in a much higher annual maintenance cost for our municipal roads that carry much of the UConn traffic. To withstand the additional traffic, these roads must be resurfaced at a higher frequency than other roads in town. Additionally, Mansfield has had to spend money on traffic calming measures on local neighborhood roads that serve as cut-through roads to the campus. The town spends thousands of dollars every year repairing vandalism on its roads near

the campus and picking up litter in the off campus student-dominated neighborhoods.

Mansfield provides a much higher level of service during the winter on local roads that feed the campus on event nights. Considerable extra dollars are spent by the town plowing and sanding roads so that UConn visitors will be able to get to and from winter events safely. The recently constructed roads in the new Storrs Center downtown development along the eastern edge of the campus are local roads, funded in part by Mansfield. Mansfield paid hundreds of thousands of dollars to relocate and modernize some of UConn's water pipes in this area.

- *Streetlights* – To provide for student safety near the campus, Mansfield has had to erect and pay for over 50 streetlights on both state and town roads in areas of high student pedestrian activity. These lights alone cost Mansfield over \$1,000 per month and more lights are required every year.
- *Walkways* – Also to provide for student (and driver) safety, Mansfield has had to construct walkways on Town roads near and adjacent to the UConn campus. In recent years, walkways have been constructed on Hunting Lodge Road, Birch Road, Separatist Road, Hillside Circle and Dog Lane. More walkways are needed near the campus for safety. Well over \$1,000,000 of Town funds (not grants) have been appropriated for these walkways, and several more million will be needed in the future.

In addition to the financial and service impact on the host municipality, there is perhaps an unintended consequence of eliminating the PILOT for state-owned property. In any PILOT town, there is some inherent tension between the host community and the state institution. Mansfield and UConn now enjoy a positive working relationship, built over the years through the concerted effort of both parties. However, in Mansfield there is always tension between the community and UConn around the university's plans for growth. The Governor's proposed *Next Generation Connecticut*, which will include the hiring of many new faculty and staff, and the addition of 5,000 new students in Storrs, is a good case in point. While *Next Generation Connecticut* may have many benefits for Mansfield and the region, it will also impact our natural resources, municipal services and quality of life. Right now, our citizens know that Mansfield will receive PILOT funding to help mitigate some of the community impacts associated with UConn's development. If the state eliminates the PILOT on state-owned property it will stimulate more significant concerns and opposition to UConn's plans to develop as a Tier I research institution and erode the town-university relationship that we have worked hard to build over the past many years.

In summary, we ask that you reject the proposed motor vehicle tax exemption as well as the proposal to eliminate the PILOT for state-owned property. If the motor vehicle tax exemption is approved, Mansfield will see a shift in its property tax burden to residential and commercial properties, equivalent to approximately 1.8 to 2 mills based on the current grand list. If the town were to lose the \$7 million in PILOT funding to be reallocated under the ECS grant, Mansfield would need to increase its tax levy by as much as 25% based on current expenditures and the current grand list. The collective impact of these proposals would create a tax burden our taxpayers and residents could not sustain. In our view, these proposals do not represent sound policy, especially in a state that is extremely dependent on the property tax as a revenue source for municipal government.

We appreciate the opportunity to speak with you today and are happy to answer any questions you may have.

Town of Mansfield/Mansfield Board of Education
State Grant Analysis

	ACTUALS												2012	Governor's	Dec Est.
	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011		2013	2013
Pequot Grant	2,903,714	2,950,837	3,074,999	2,128,664	1,714,079	1,337,580	1,436,767	613,032	389,462	349,407	191,334	193,911	211,700	212,005	239,442
PILOT	4,089,830	4,778,666	5,055,929	4,549,319	4,797,040	6,343,657	7,703,004	7,620,956	8,020,784	8,396,689	8,055,354	7,265,843	7,058,654	7,047,421	7,021,354
ECS	7,502,339	7,929,496	8,353,143	8,511,525	8,429,729	8,522,606	8,780,560	8,804,430	9,647,880	10,070,677	10,070,677	10,070,677	10,065,506	10,156,014	10,156,014
Transportation		281,887	330,951	255,593	250,535	239,570	252,197	265,653	277,161	247,412	137,067	135,357	116,428	104,543	133,163
Town Aid		215,218	215,814	100,881	79,680	127,680	186,038	203,154	204,262	205,614	206,217	205,727	208,125	208,125	212,152
Property Tax Relief															
State Rev Sharing			472,523					359,404							398,209
Total Actual	14,495,883	16,155,904	17,503,359	15,545,982	15,271,063	16,571,093	18,358,566	17,866,629	18,539,549	19,269,799	18,660,649	17,871,515	17,660,413	17,728,108	18,160,334
% Incr (Decr)		11.5%	8.3%	-11.2%	-1.8%	8.5%	10.8%	-2.7%	3.8%	3.9%	-3.2%	-4.2%	-1.2%	0.4%	2.4%
	BUDGET												As Amended		
	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2013
Pequot Grant	2,852,782	2,960,570	3,059,920	2,667,660	1,361,183	1,764,300	1,474,330	1,256,558	385,429	385,000	668,391	382,670	195,000	212,005	212,005
PILOT	2,962,360	4,768,740	5,045,900	4,577,463	4,790,570	5,945,550	7,149,920	7,597,690	8,027,360	8,368,470	7,992,420	7,224,400	7,056,130	7,047,421	7,047,421
ECS	7,519,690	7,947,820	8,372,330	8,511,184	8,397,650	8,440,790	8,695,310	8,804,430	9,645,950	10,070,680	10,070,680	10,070,680	10,070,680	10,156,014	10,156,014
Transportation		315,000	315,000	315,000	255,950	260,000	242,120	240,860	269,620	283,060	238,900	199,930	121,400	104,543	104,543
Town Aid		214,085	215,218	215,815	78,495	79,680	127,680	186,038	148,980	204,260	150,616	206,217	206,217	208,125	208,125
Property Tax Relief													85,000		
State Rev Sharing															
Total Budget	13,334,832	16,206,215	17,008,368	16,307,122	14,883,848	16,490,320	17,689,360	18,085,576	18,477,339	19,311,470	19,121,007	18,083,897	17,734,427	17,728,108	17,728,108
	VARIANCE - OVER (UNDER) BUDGET														
	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2013
Pequot Grant	50,932	(9,933)	15,079	(558,996)	352,896	(426,720)	(37,563)	(643,526)	4,033	(35,593)	(477,057)	(188,759)	16,700	-	27,437
PILOT	1,127,470	9,926	10,029	(28,144)	6,470	398,107	553,084	23,266	(6,576)	28,219	62,934	41,443	2,524	-	(26,067)
ECS	(17,351)	(18,324)	(19,187)	341	32,079	81,816	85,250	-	1,930	(3)	(3)	(3)	(5,174)	-	-
Transportation		(33,113)	15,951	(59,407)	(5,415)	(20,430)	10,077	24,793	7,541	(35,648)			(4,972)	-	28,620
Town Aid		1,133	596	(114,934)	1,185	48,000	58,358	17,116	55,282	1,354			1,908	-	4,027
Property Tax Relief													(85,000)	-	-
State Rev Sharing			472,523					359,404						-	398,209
Total Variance	1,161,051	(50,311)	494,991	(761,140)	387,215	80,773	669,206	(218,947)	62,210	(41,671)	(414,126)	(147,319)	(74,014)	-	432,226

TOWN OF MANSFIELD
PILOT GRANT
STATE OWNED REAL PROPERTY
GRANT IN LIEU OF TAXES

October 1 Grand List	1999	2000 *	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
University of Connecticut DOT & Right of Way	\$ 409,901,190	\$ 390,458,450	\$ 443,020,780	\$ 463,020,780	\$ 483,020,780	\$ 941,613,470	\$ 1,002,219,242	\$ 1,007,933,938	\$ 1,047,181,652	\$ 1,047,417,552	\$ 1,060,861,563	\$ 1,064,605,653	\$ 1,074,892,430	\$ 1,131,222,460
Northeast Correctional Facility	16,964,460	18,089,770	18,089,770	18,089,770	18,089,770	17,727,976	17,727,976	17,727,976	17,727,976	17,727,976	17,727,976	17,727,976	17,727,976	17,727,976
Eastern CT State University	1,995,090	3,049,340	3,049,340	3,049,340	3,049,340	3,521,560	3,521,560	3,521,560	-3,521,560	3,521,560	3,521,560	3,521,560	3,521,560	3,521,560
Other Real Property					1,243,760	2,515,660	2,515,660	2,104,396	2,104,396	2,104,396				
Totals	\$ 428,860,740	\$ 411,597,560	\$ 464,159,890	\$ 484,159,890	\$ 505,403,650	\$ 965,378,666	\$ 1,025,984,438	\$ 1,031,287,870	\$ 1,070,535,584	\$ 1,070,771,484	\$ 1,082,111,099	\$ 1,085,855,189	\$ 1,098,479,546	\$ 1,154,809,576
Fiscal Year	01/02	02/03	03/04	04/05	05/06	06/07	07/08	08/09	09/10	10/11	11/12	12/13	13/14 Est	14/15 Est
Calculated PILOT Grant	\$ 5,042,759	\$ 4,880,518	\$ 5,743,979	\$ 6,523,086	\$ 7,034,461	\$ 9,561,593	\$ 10,563,536	\$ 11,077,579	\$ 12,245,857	\$ 12,388,291	\$ 12,991,826	\$ 13,271,322	\$ 13,766,695	\$ 14,472,651
Actual PILOT Payment	\$ 5,055,929	\$ 4,549,319	\$ 4,797,040	\$ 6,343,657	\$ 7,703,004	\$ 7,620,956	\$ 8,020,784	\$ 8,396,689	\$ 8,055,354	\$ 7,265,843	\$ 7,058,654	\$ 7,021,354	\$ -	\$ -
Prior Year Mill Rate	.02613	.02635	.0275	.02994	.03093	0.02201	0.02288	0.02387	0.02542	0.02571	0.02668	0.02716	0.02785	0.02785
Reimbursement Rate	45.12%	41.95%	37.58%	43.76%	49.28%	35.87%	34.17%	34.11%	29.60%	26.39%	24.45%	23.81%	0.00%	0.00%

Note 1. The Mansfield Training School Facilities have been combined with UConn Depot Campus

Note 2. Full funding equals 45% of taxes receivable

* Revaluation Year- Mansfield Training School Campus Reduced in Value

Town and Gown

An Impact Study on Municipal Services

INTRODUCTION

The Town of Mansfield is unique among all the towns in Connecticut; it is the home to the University of Connecticut with a daytime student population in excess of 22,000 individuals, or nearly twice the size of the host community. When we add the Bergin Correctional Facility into the mix and all the staff, visitors, and vendors that populate Mansfield during the day because of these two institutions, we estimate that our daytime population is close to 40,000 people. But, unlike state office buildings, which bring no residents with them, Mansfield's state owned buildings are populated 24 hours per day with a high demand for services. Our problem is very simple, we are trying to provide services to a town with a nighttime population of approximately 25,000 people and a daytime population of 35,000 to 40,000 people with a tax base of a town of approximately 12,500 people. For many years this anomaly worked because substantial state aid offset the lack of a larger tax base. But, two things have changed that delicate balance between the services needed for this large of a community and the ability to fund those services. First is the advent of UCONN 2000 and the expansion of the University. Second is the rapid reduction in a major state grant (Pequot/Mohegan) the town had used to maintain its infrastructure and meet the needs of a growing population. Between FY 2003 and FY 2009 the Pequot/Mohegan grant declined from a little over \$3,000,000 to a little more than \$300,000, or by 1000 percent.

The following report examines the impact that the University of Connecticut (UConn) and Bergin Correctional Facility collectively have on municipal services within the Town of Mansfield. The service areas that demonstrate the most noteworthy impact are:

1. Police Services
2. Emergency Medical Services
3. Public Works
4. Education

ABILITY TO PAY

The selected towns in these tables are meant to reflect communities similar to Mansfield in population when all of our residents living in dormitories are included.

What this study will show is that while Mansfield has the crime, traffic, emergency service calls and auto accidents of much larger communities, it does not have the tax base that goes along with those communities. Table 1 is the equalized net grand list (ENGL) for Mansfield and our comparison communities. What is clearly evident is that Mansfield's ENGL is approximately one third of the other communities. Another measure of our ability to pay is our median family income, which is 141st in the state. Our next closest comparison community is Southbury at 79th and then South Windsor at 37th. In Table 2 we have added Intergovernmental Revenues (primarily state grants) to the Tax Levy and removed what is spent on education to see what is available to finance all the other functions of municipal government. Mansfield's ability to pay for police, fire, emergency response, and public works

ranges from a low of 35% of South Windsor's ability to a high of 72% in comparison with Monroe.

Because Section 10-261(7) of the Connecticut General Statutes actually causes Mansfield's state grant revenues to decrease as students at the University of Connecticut increase, the town finds itself in the unenviable position of having its costs go up while its revenues go down.

Town	Population	2005 Equalized Net Grand List	2005 Total Property Taxes
Mansfield	24,558	\$1,192,413,029	\$18,325,498
South Windsor	25,985	\$3,274,707,719	\$61,262,523
Simsbury	23,656	\$3,346,109,612	\$66,306,205
Monroe	19,650	\$2,882,295,437	\$46,258,850
Southbury	19,677	\$3,302,064,453	\$44,621,819

Municipal Fiscal Indicators, November 2006

(2005)	South Windsor	Simsbury	Mansfield	Monroe
Revenue: Taxes	\$61,262,523	\$66,306,205	\$18,325,498	\$46,258,850
Revenue: Intergovernmental	\$13,423,560	\$4,658,404	\$15,580,254	\$7,903,684
	\$74,686,083	\$70,964,609	\$33,905,752	\$54,162,534
Education Expenditures	\$49,919,405	\$51,756,275	\$25,077,649	\$41,845,171
Other Expenditures	\$24,766,678	\$19,208,334	\$8,828,103	\$12,317,363

Municipal Fiscal Indicators, November 2006

POLICE SERVICES

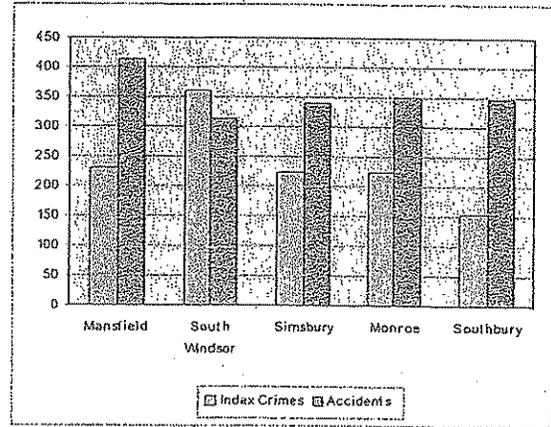
According to the State Department of Public Safety in their most recent publication of Uniform Crime Statistics for 2004, 229 index offenses occurred within the Town of Mansfield (excluding the UConn campus) in that calendar year. These crime statistics are federally mandated and are consistent in the manner in which they are recorded throughout all towns in Connecticut. Additionally, the State Department of Transportation collects traffic accident data for all towns in Connecticut. Results from their most recent report in 2004 are also presented in Table 3. Similar data has been collected for towns comparable in size and composition to Mansfield.

As is evident from Table 3 index crimes in the Town of Mansfield with the exception of South Windsor are generally equal to or greater than towns of similar size. However, accidents are significantly higher. This undoubtedly can be attributed to the heavy daytime population produced from the university and correctional facility. We estimate that the average daytime population for Mansfield is nearly 35,000. This figure includes the UConn population of 26,910 (students and employees), the Bergin population of 1,302 (inmates and employees), and the non-student population of 12,500. From these numbers it is clear that the daily traffic observed within Mansfield is comparable to a small city.

Table 3: Comparison of Crimes & Accidents

Towns 2006	Population 2006	Index Crimes 2003/2004	Accidents 2004
Mansfield w/students	24,558	229	412
South Windsor	25,985	361	315
Simsbury	23,656	223	341
Monroe	19,650	224	349
Southbury	19,677	155	346

Chart 1

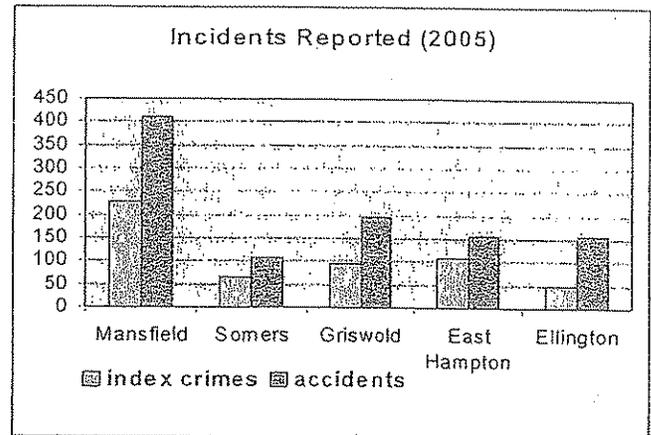


When individuals who reside in group housing, such as dormitories, are not counted as being part of Mansfield's population, the impact of the university and correctional facility are all the more evident. Table 4 and Chart 2 below present data from towns comparable in size and composition to Mansfield when those living in group housing were not counted as being residents.

Table 4: Comparison of Crimes & Accidents

Towns 2006	Population 2006	Index Crimes 2004	Accidents 2004
Mansfield not including students	12,500	229	412
Somers	10,877	65	107
Griswold	11,254	94	196
East Hampton	12,194	107	157
Ellington	14,217	48	155

Chart 2



The presence of UConn and Bergin Correctional has a clear impact on the number of index crimes and accidents in the Town of Mansfield. The data in Table 4 indicates that index crimes are more than double those found in comparable towns. Accidents are more than triple. It is also important to note that the index crimes do not capture all crimes. For example, an arrest for an open container of alcohol in a public space, simple assaults and vandalism, which are common infractions found in college towns, are not included in these statistics. If they were, one could expect these disparities to widen further.

What has not been included in any of Mansfield's crime statistics are index crimes that take place on the UConn campus itself. It is reported that 360 index crimes occurred on the Storrs campus in the year 2003. Adding this to Mansfield's 229 crimes for the same year results in a total of 589 index crimes. Glastonbury with a population of 32,604 had only 408 reported index crimes. South Windsor with a population of 24,970 had 361 index crimes. These figures demonstrate the significance of the university's impact.

It is evident from the data presented above that both institutions place a significant burden on police services in the Town of Mansfield. This is also evident when one compares expenditures for emergency medical services between towns.

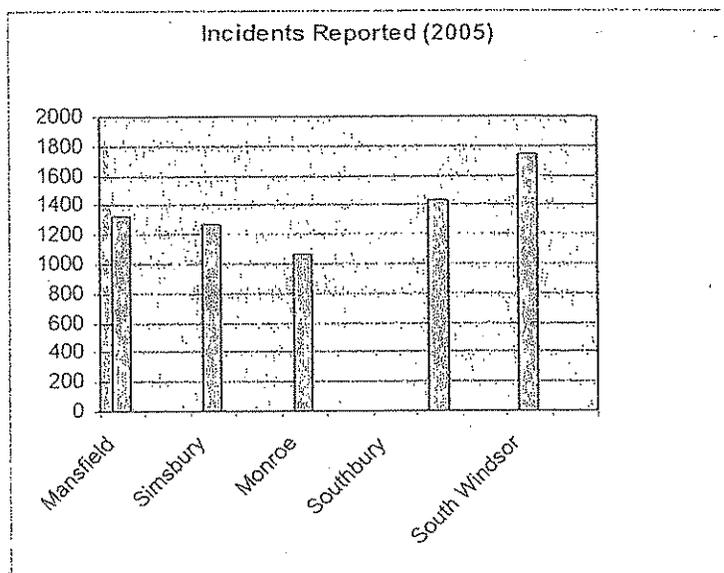
EMERGENCY MEDICAL SERVICES (Ambulance)

Data has been collected on ambulance responses from the State Department of Public Health for Mansfield and other towns comparable in size and composition to that of Mansfield. The response statistics are consistent in the manner that they are recorded throughout all towns in the state.

Table 5: Comparison of Emergency Responses

Chart 3

Towns 2006	Population 2006	Ambulance Responses 2006
Mansfield w/students	24,558	1321
Simsbury	23,656	1277
Monroe	19,650	1063
Southbury	19,677	1435
South Windsor	25,985	1745



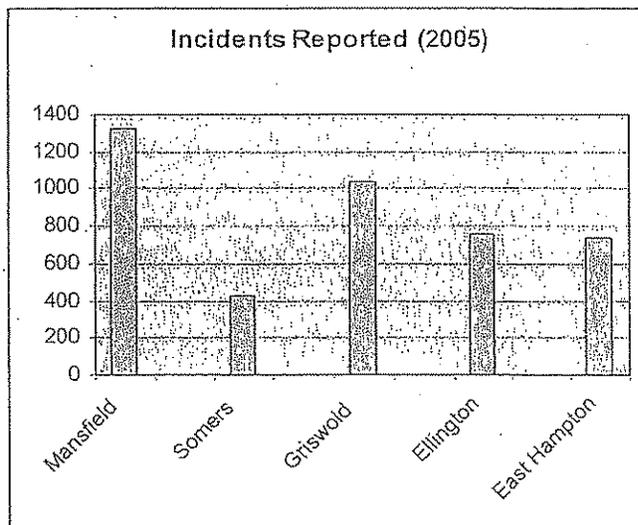
As is evident from the table and graph, ambulance responses in the Town of Mansfield are equal to towns with populations that compare to that of Mansfield.

Even more dramatic is when the population of individuals residing in group homes is not counted as being part of Mansfield's population. Then the impact of the university and correctional facility are all the more evident. Table 6 presents data from towns comparable in size and composition to Mansfield when not counting those living in group housing.

Table 6: Comparison of Emergency Responses

Chart 4

Towns 2006	Population 2006	Ambulance Responses 2006
Mansfield w/o students	12,500	1321
Somers	10,877	432
Griswold	11,254	1041
Ellington	14,217	757
East Hampton	12,194	742



PUBLIC WORKS

The infrastructure of municipal roadways is bearing the brunt of aforementioned vehicular traffic. The main state highways approaching the correctional facility and the university campuses are two-lane roads. As traffic gets congested with the amount of normal daily traffic patterns, both automobile and truck traffic spill onto local roads finding back ways through residential neighborhoods.

The Town of Mansfield has been proactive on the issue of building bikeways. These bikeways are also considered walkways for student pedestrian traffic from off-campus housing. This is a public safety issue as there are concerns over pedestrian competition with vehicular traffic. The town has appropriated \$475,000 for the Hunting Lodge Road Bikeway and another \$600,000 for the Separatist Road Bikeway. These projects are important for both the viability of the off-campus housing and the safety of the students. Because of the loss of the Pequot / Mohegan grant the Town will not be able to sustain this effort.

In addition to the influx of automotive traffic on a daily basis, it should be noted that there are twenty to twenty-five collegiate basketball events annually at Gampel Pavilion. While Storrs was crowned "College Basketball Capitol of the World" in 2004, it has averaged nearly 20 sold out events each season this decade at the 10,027-seat arena. Eighteen other varsity sports play their home competitions on the Storrs campus. Popular amongst these include the nationally ranked men's and women's soccer teams at the 7,700 seat Morrone Stadium hosting twenty-five games this season, as well as the men's and women's ice hockey teams which will play thirty-six times this winter at the 1,669-seat Frietas Ice Forum. Jorgensen Center for the Performing Arts seats 2,630 for cultural events, shows, and concerts throughout the year.

Mansfield has also partnered with the Windham Regional Transit District paying close to \$14,000 in prepaid fares in the current fiscal year and also budgets another share of approximately \$30,000 to keep the bus line sustainable. Statistics from 2006-07 reveal that 78% of riders are associated with the university, while Mansfield residents make up only a partial share of the 22% attributed to "other riders" utilizing the bus line along Route 195.

EDUCATION

In 2005, according to the State Department of Education, the Town of Mansfield's per pupil expenditure was \$12,731.¹ Currently, there are approximately 10 children enrolled in the Mansfield school system, grades K-8, and Region 19: grades 9-12, whose parents or guardians reside on the University of Connecticut property. This fact is important in that individuals residing on university property are exempt for paying property taxes. Given that property taxes are the primary revenue source for funding public education in the town, UConn places a significant burden on Mansfield in terms of financing educational services. The town is subsidizing the education of the 10 children enrolled in grades K-12 for a total of approximately \$127,000.

CONCLUSION

The Town of Mansfield and the University of Connecticut have worked closely together for many years, with enumerable partnerships. In the fall of 2007, Mansfield began undertaking a strategic planning initiative which has highlighted the various inter-relationships the town has with the university. The strategic plan, Mansfield 2020: A Unified Vision, demonstrates that the university is a stakeholder in the future of the Town of Mansfield and there exists a symbiotic and collaborative relationship between town and gown.

For budgetary purposes, Mansfield is heavily dependent on state intergovernmental revenue. With a significant portion of the area of Mansfield covered by the Main Campus of the University of Connecticut, the Depot Campus of UConn, the Bergin Correctional Facility and Mansfield Hollow State Park, the state has been largest provider of revenue for the municipal budget. Reduction of state grants through complicated formulas applied indiscriminately across all municipalities without taking into account circumstances can cause significant hardship to a community dependent upon its revenue streams. Over the past few years, Mansfield has seen a steady reduction in its share of Pequot-Mohegan grant monies from a high in 2003 of \$3,000,000 to this current year (08/09) of a little more than \$300,000. This reduction significantly exacerbates the budgetary pressures currently borne by the town, and undermines our ability to provide police, fire and ambulance services to the thousands of University students moving throughout the community.

The state has invested more than \$1 billion into the University of Connecticut to build a world-class research and teaching institution. It is counter productive to the goals of the state, and the state's investment is eroded, when the host community cannot provide essential services such as education, public safety, public works, and recreation, which in part help to recruit prospective students, faculty and administration to the state's flagship university.

Revised: November 2008

¹ *Mansfield School District Strategic School Profile 2005-06*, Connecticut State Department of Education, pg 5.
C:\Documents and Settings\Griffin\Local Settings\Temporary Internet Files\OLK16CA\Town and University Printed 12-2-08.doc

PAGE
BREAK

April 3, 2013 Number 13-34

Legislative Alert

900 CHAPEL STREET, 9th FLOOR, NEW HAVEN, CT 06510-2807 PHONE (203) 498-3000 FAX (203) 552-5314

Your source for local government management information www.ccm-ct.org

PLEASE DELIVER IMMEDIATELY TO ALL CCM-MEMBER MAYORS, FIRST SELECTMEN, AND TOWN/CITY MANAGERS

Education Committee Makes Changes to Education Funding in Governor's Proposed Budget

The Education Committee approved a substitute for H.B. 6357 ("An Act Implementing the Budget Recommendations of the Governor Concerning Education") on March 28, 2013. The bill makes changes to a number of provisions in the original proposal. The following are some key changes.

- ◆ Modifies the proposed ECS formula
 - ◇ Changes the weighting in the wealth calculation to weigh property wealth more heavily than income wealth
 - ◇ Reduces the proposed foundation amount from \$11,754 to \$11,525
 - ◇ Shifts some funding to the 10 lowest-performing districts
- ◆ Eliminates the PILOT: State-Owned Property grant from the ECS account. This would be the first step in restoring the PILOT program to its current state.
- ◆ Restores the public school transportation grant

Attached are updated town-by-town estimates of the ECS grant based on the Education Committee bill. The bill has been referred to the Appropriations Committee, which has a deadline of April 23.

##

For more information, please contact Jim Finley (jfinley@ccm-ct.org) or George Rafael (grafael@cm-ct.org) at (203) 498-3000.

For the most up-to-date news on legislative issues affecting municipalities — see CCM's Legislative Action Center at www.ccmlac.org



**CONNECTICUT
CONFERENCE OF
MUNICIPALITIES**

THE VOICE OF LOCAL GOVERNMENT™

April 3, 2013

Education Committee's Proposed ECS Grant Estimates for FY2014 (H.B. 6357)

Town	ECS FY13	Gov. ECS FY14*	Ed. Comm. ECS FY14	FY14 Ed. Comm. v. FY14 Gov.	FY14 Ed. Comm. v. FY13
Andover	2,367,466	2,370,169	2,374,179	4,010	6,713
Ansonia	15,571,383	16,131,373	16,106,868	(24,505)	535,485
Ashford	3,931,796	3,931,805	3,932,659	854	863
Avon	1,232,688	1,247,799	1,233,025	(14,774)	337
Barkhamsted	1,654,360	1,660,638	1,662,194	1,556	7,834
Beacon Falls	4,109,097	4,114,340	4,120,120	5,780	11,023
Berlin	6,280,132	6,307,133	6,297,565	(9,568)	17,433
Bethany	2,042,361	2,042,415	2,047,539	5,124	5,178
Bethel	8,228,760	8,245,328	8,236,612	(8,716)	7,852
Bethlehem	1,318,800	1,319,995	1,318,800	(1,195)	0
Bloomfield	5,614,895	6,153,206	5,912,407	(240,799)	297,512
Bolton	3,038,788	3,038,844	3,042,318	3,474	3,530
Bozrah	1,242,936	1,246,607	1,246,760	153	3,824
Branford	1,824,612	1,916,222	1,867,736	(48,486)	43,124
Bridgeport	168,599,571	172,888,389	173,724,236	835,847	5,124,665
Bridgewater	137,292	137,294	137,292	(2)	0
Bristol	43,047,496	44,456,559	44,153,337	(303,222)	1,105,841
Brookfield	1,545,179	1,550,479	1,545,573	(4,906)	394
Brooklyn	7,058,407	7,066,556	7,074,400	7,844	15,993
Burlington	4,354,540	4,354,621	4,376,480	21,859	21,940
Canaan	209,258	210,634	209,258	(1,376)	0
Canterbury	4,754,383	4,754,399	4,754,383	(16)	0
Canton	3,421,074	3,442,141	3,441,275	(866)	20,201
Chaplin	1,893,247	1,893,348	1,893,336	(12)	89
Cheshire	9,376,495	9,401,058	9,448,555	47,497	72,060
Chester	665,733	674,411	670,370	(4,041)	4,637
Clinton	6,502,667	6,508,795	6,502,667	(6,128)	0
Colchester	13,723,859	13,723,934	13,744,786	20,852	20,927
Colebrook	506,256	509,364	507,229	(2,135)	973

Town	ECS FY13	Gov. ECS FY14*	Ed. Comm. ECS FY14	FY14 Ed. Comm. v. FY14 Gov.	FY14 Ed. Comm. v. FY13
Columbia	2,563,631	2,566,284	2,569,178	2,894	5,547
Cornwall	85,322	85,355	85,322	(33)	0
Coventry	8,918,028	8,918,103	8,927,536	9,433	9,508
Cromwell	4,423,837	4,460,496	4,463,075	2,579	39,238
Danbury	24,554,515	28,323,966	27,294,245	(1,029,721)	2,739,730
Darien	1,616,006	1,616,157	1,616,006	(151)	0
Deep River	1,711,882	1,723,212	1,716,525	(6,687)	4,643
Derby	7,146,221	7,657,437	7,535,221	(122,216)	389,000
Durham	3,986,743	3,986,771	3,990,500	3,729	3,757
Eastford	1,116,844	1,116,855	1,116,844	(11)	0
East Granby	1,349,822	1,369,520	1,363,675	(5,845)	13,853
East Haddam	3,765,035	3,774,135	3,772,908	(1,227)	7,873
East Hampton	7,665,929	7,667,244	7,678,924	11,680	12,995
East Hartford	43,425,561	45,693,373	46,063,573	370,200	2,638,012
East Haven	19,253,992	19,762,893	19,665,083	(97,810)	411,091
East Lyme	7,132,157	7,150,241	7,132,867	(17,374)	710
Easton	593,868	593,955	593,868	(87)	0
East Windsor	5,650,470	5,797,404	5,701,430	(95,974)	50,960
Ellington	9,649,604	9,676,353	9,689,955	13,602	40,351
Enfield	28,810,492	28,881,558	28,901,129	19,571	90,637
Essex	389,697	392,025	389,697	(2,328)	0
Fairfield	3,590,008	3,590,048	3,590,008	(40)	0
Farmington	1,611,013	1,668,187	1,611,013	(57,174)	0
Franklin	948,235	949,659	948,235	(1,424)	0
Glastonbury	6,415,031	6,478,190	6,491,365	13,175	76,334
Goshen	218,188	218,228	218,188	(40)	0
Granby	5,477,633	5,491,629	5,510,322	18,693	32,689
Greenwich	3,418,642	3,418,679	3,418,642	(37)	0
Griswold	10,878,817	10,896,169	10,899,492	3,323	20,675
Groton	25,625,179	25,700,977	25,625,179	(75,798)	0
Guilford	3,058,981	3,072,122	3,058,981	(13,141)	0
Haddam	1,776,625	1,803,514	1,802,413	(1,101)	25,788
Hamden	23,913,747	25,792,984	25,583,020	(209,964)	1,669,273
Hampton	1,339,928	1,339,974	1,339,928	(46)	0
Hartford	192,783,001	197,242,967	196,929,178	(313,789)	4,146,177
Hartland	1,358,660	1,358,831	1,358,660	(171)	0
Harwinton	2,760,313	2,766,573	2,767,961	1,388	7,648
Hebron	6,969,354	6,969,374	6,995,307	25,933	25,953
Kent	167,342	167,434	167,342	(92)	0
Killingly	15,625,767	15,866,141	15,760,281	(105,860)	134,514

Town	ECS FY13	Gov. ECS FY14*	Ed. Comm. ECS FY14	FY14 Ed. Comm. v. FY14 Gov.	FY14 Ed. Comm. v. FY13
Killingworth	2,237,730	2,239,308	2,241,883	2,575	4,153
Lebanon	5,523,871	5,523,919	5,523,871	(48)	0
Ledyard	12,141,501	12,141,594	12,160,738	19,144	19,237
Lisbon	3,927,193	3,927,203	3,927,193	(10)	0
Litchfield	1,508,386	1,524,500	1,513,186	(11,314)	4,800
Lyme	145,556	145,581	145,556	(25)	0
Madison	1,576,061	1,576,841	1,576,061	(780)	0
Manchester	31,962,679	33,526,668	33,211,635	(315,033)	1,248,956
Mansfield	10,156,014	10,178,054	10,168,358	(9,696)	12,344
Marlborough	3,171,682	3,172,842	3,188,469	15,628	16,787
Meriden	55,561,122	57,360,285	57,915,330	555,045	2,354,208
Middlebury	714,234	728,673	725,879	(2,794)	11,645
Middlefield	2,132,776	2,138,625	2,138,129	(496)	5,353
Middletown	17,449,023	19,097,561	18,617,109	(480,452)	1,168,086
Milford	11,048,292	11,236,866	11,233,587	(3,279)	185,295
Monroe	6,592,969	6,592,986	6,592,969	(17)	0
Montville	12,715,670	12,625,378	12,744,864	119,486	29,194
Morris	657,975	658,002	657,975	(27)	0
Naugatuck	29,846,550	30,310,875	30,372,065	61,190	525,515
New Britain	76,583,631	80,052,675	81,027,680	975,005	4,444,049
New Canaan	1,495,604	1,495,671	1,495,604	(67)	0
New Fairfield	4,451,451	4,454,634	4,453,833	(801)	2,382
New Hartford	3,167,099	3,179,087	3,178,553	(534)	11,454
New Haven	146,351,428	149,663,194	150,438,559	775,365	4,087,131
Newington	12,895,927	12,983,994	12,969,479	(14,515)	73,552
New London	23,749,566	24,723,684	24,820,650	96,966	1,071,084
New Milford	12,080,862	12,113,653	12,106,565	(7,088)	25,703
Newtown	4,338,374	4,371,550	4,385,990	14,440	47,616
Norfolk	381,414	381,563	381,414	(149)	0
North Branford	8,225,632	8,236,263	8,240,664	4,401	15,032
North Canaan	2,091,544	2,096,717	2,091,544	(5,173)	0
North Haven	3,295,851	3,363,926	3,341,384	(22,542)	45,533
North Stonington	2,906,538	2,906,572	2,906,538	(34)	0
Norwalk	10,672,607	12,377,411	10,999,197	(1,378,214)	326,590
Norwich	33,341,525	34,369,670	34,694,767	325,097	1,353,242
Old Lyme	605,586	605,630	605,586	(44)	0
Old Saybrook	652,677	652,763	652,677	(86)	0
Orange	1,107,407	1,143,401	1,148,338	4,937	40,931
Oxford	4,667,270	4,667,625	4,672,933	5,308	5,663
Plainfield	15,560,284	15,572,120	15,579,905	7,785	19,621

Town	ECS FY13	Gov. ECS FY14*	Ed. Comm. ECS FY14	FY14 Ed. Comm. v. FY14 Gov.	FY14 Ed. Comm. v. FY13
Plainville	10,346,140	10,379,868	10,374,760	(5,108)	28,620
Plymouth	9,876,832	9,885,074	9,897,349	12,275	20,517
Pomfret	3,130,001	3,134,275	3,133,660	(615)	3,659
Portland	4,347,783	4,364,366	4,373,610	9,244	25,827
Preston	3,077,693	3,077,709	3,077,693	(16)	0
Prospect	5,377,654	5,385,360	5,393,363	8,003	15,709
Putnam	8,251,714	8,374,305	8,333,085	(41,220)	81,371
Redding	687,733	688,008	687,733	(275)	0
Ridgefield	2,063,814	2,064,080	2,063,814	(266)	0
Rocky Hill	3,481,162	3,550,869	3,534,001	(16,868)	52,839
Roxbury	158,114	158,120	158,114	(6)	0
Salem	3,114,216	3,114,297	3,114,216	(81)	0
Salisbury	187,266	187,278	187,266	(12)	0
Scotland	1,450,305	1,450,342	1,450,305	(37)	0
Seymour	10,004,094	10,032,709	10,037,455	4,746	33,361
Sharon	145,798	145,824	145,798	(26)	0
Shelton	5,146,279	5,256,140	5,216,028	(40,112)	69,749
Sherman	244,327	244,327	244,327	(0)	0
Simsbury	5,513,204	5,537,223	5,579,797	42,574	66,593
Somers	5,975,301	5,980,483	6,002,619	22,136	27,318
Southbury	2,518,902	2,602,449	2,572,079	(30,370)	53,177
Southington	20,191,195	20,278,615	20,277,594	(1,021)	86,399
South Windsor	13,017,444	13,035,185	13,042,067	6,882	24,623
Sprague	2,632,445	2,634,940	2,637,313	2,373	4,868
Stafford	9,930,162	9,940,919	9,945,832	4,913	15,670
Stamford	8,899,110	10,110,568	9,834,019	(276,549)	934,909
Sterling	3,211,166	3,220,885	3,222,242	1,357	11,076
Stonington	2,079,926	2,107,591	2,079,926	(27,665)	0
Stratford	21,072,199	21,259,751	21,232,331	(27,420)	160,132
Suffield	6,183,966	6,218,597	6,230,106	11,509	46,140
Thomaston	5,712,479	5,724,402	5,726,245	1,843	13,766
Thompson	7,674,408	7,676,319	7,678,747	2,428	4,339
Tolland	10,866,063	10,866,141	10,886,298	20,157	20,235
Torrington	24,402,168	24,506,887	24,492,930	(13,957)	90,762
Trumbull	3,195,332	3,261,856	3,251,084	(10,772)	55,752
Union	241,460	242,211	241,485	(726)	25
Vernon	18,316,776	19,080,608	19,047,379	(33,229)	730,603
Voluntown	2,550,166	2,550,382	2,550,166	(216)	0
Wallingford	21,712,580	21,773,858	21,740,956	(32,902)	28,376
Warren	99,777	99,797	99,777	(20)	0

Town	ECS FY13	Gov. ECS FY14*	Ed. Comm. ECS FY14	FY14 Ed. Comm. v. FY14 Gov.	FY14 Ed. Comm. v. FY13
Washington	240,147	240,196	240,147	(49)	0
Waterbury	118,012,691	124,112,230	125,472,257	1,360,027	7,459,566
Waterford	1,485,842	1,509,412	1,485,842	(23,570)	0
Watertown	11,886,760	11,912,739	11,921,886	9,147	35,126
Westbrook	427,677	435,580	427,677	(7,903)	0
West Hartford	16,996,060	17,331,853	17,376,679	44,826	380,619
West Haven	42,781,151	44,386,200	44,209,129	(177,071)	1,427,978
Weston	948,564	948,574	948,564	(10)	0
Westport	1,988,255	1,989,452	1,988,255	(1,197)	0
Wethersfield	8,313,255	8,425,737	8,424,814	(923)	111,559
Willington	3,710,213	3,715,782	3,714,771	(1,011)	4,558
Wilton	1,557,195	1,557,344	1,557,195	(149)	0
Winchester	8,031,362	8,065,120	8,051,173	(13,947)	19,811
Windham	24,933,574	25,687,817	25,897,490	209,673	963,916
Windsor	11,854,648	12,351,091	12,195,139	(155,952)	340,491
Windsor Locks	4,904,674	5,337,211	5,066,931	(270,280)	162,257
Wolcott	13,685,912	13,685,915	13,691,817	5,902	5,905
Woodbridge	721,370	721,396	727,769	6,374	6,399
Woodbury	895,683	927,370	919,642	(7,728)	23,959
Woodstock	5,453,688	5,459,456	5,459,104	(352)	5,416

Source: Governor's Proposed FY14-FY15 Biennial Budget; H.B. 6357

*The Governor's proposed ECS amounts do not include the portion that replaced the PILOT: State-Owned Property grant. The Education Committee's substitute for H.B. 6357 eliminates the PILOT portion from the ECS grant.

Note: The bill has been referred to the Appropriations Committee, which has a deadline of April 23.

March 4, 2013

The Honorable Elizabeth C. Paterson
Audrey P. Beck Municipal Building
4 South Eagleville Road,
Mansfield, CT 06268

Item #14

Dear Mayor Paterson:

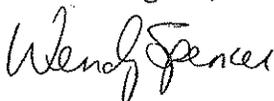
On behalf of the Corporation for National and Community Service (CNCS), I am pleased to inform you that University of Connecticut has been selected as a Presidential Award winner of the 2013 President's Higher Education Community Service Honor Roll for exceptional accomplishments in the category of General Community Service. Attached is a brief description of University of Connecticut's award-winning service projects and local contact information.

Administered by CNCS, the President's Higher Education Community Service Honor Roll, launched in 2006, annually recognizes institutions of higher education for their commitment to and achievement in community service. The President's Honor Roll increases the public's awareness of the contributions that colleges make to local communities and the nation as a whole. CNCS honors the significant role that higher education institutions, their students, staff, and faculty play in helping to solve pressing social problems in the nation's communities.

CNCS is a federal agency that engages more than five million Americans in service through its AmeriCorps, Senior Corps, Social Innovation Fund, Volunteer Generation Fund, and other programs, and leads the President's national call to service initiative, United We Serve. For more information, visit NationalService.gov.

If you have any questions, please do not hesitate to contact me or Kimberly Allman, Acting Director, Government Relations, at (202) 606-6707.

Warmest regards,



Wendy Spencer
Chief Executive Officer

Attachment



University of Connecticut, Storrs, CT
Special Focus: General Community Service
Presidential Award

Susan Herbst, President
115 N Eagleville Road
Storrs, Connecticut 06269
860-486-2337 * Susan.herbst@uconn.edu

Responding to disparities in economics, educational achievement, and access to health care, UConn faces a "challenge" other institutions envy: "Student interest exceeds our capacity, at least for now," says Matt Farley, UConn's associate director for community outreach. "It's a good problem to have."

In 2011-12, UConn's Community Outreach saw increases of 278 percent in student participation and 540 percent in service hours compared to the rate in 2003. Today, 20 percent of UConn's Academic Plan focuses on public engagement. Other sections consider service learning, community service, and community-based research as priority areas. UConn's exemplary model attracts students to participate in diverse projects that benefit surrounding communities, impacting all 169 of Connecticut's municipalities. But the true reach of UConn's service commitment extends much further.

One story illustrates UConn's connection to the community. Recently, five children in Congo were reunited with their mother, who fled the country in an effort to save her own life. The reunion was engineered by two students participating in UConn's School of Law Asylum and Human Rights Clinic. Each year, 20 students spend at least 30 hours per week working on high-stakes cases involving clients who have fled political, religious or other persecution by another country. They include victims of torture, threats, and sexual and gender-based violence. In 2012, students helped secure asylum for 13 individuals from various parts of the world.

Closer to home, UConn's Husky Sport program has been a game changer for elementary-age youth and teens in Hartford's North End for nearly 10 years. During and after school, on weekends and over the summer, Husky Sport volunteers and staff lead several positive, sports-based youth development experiences. Hartford youth are exposed not only to the benefits of friendly competition, but also to healthy nutrition choices, valuable life skills, and academic support. In fact, HS's Read & Raise initiative inspired area students to read 10,000 books.

High school youth, meanwhile, take steps toward prosperous futures through Husky Outreach for Leadership Development, Understanding and Pride (HOLDUP!). UConn volunteers present HOLDUP! workshops twice a week focusing on study skills, communication, anger management, healthy relationships, and life after graduation. Participating high school students come from low-income households, have academic or behavioral concerns, and are potential first-generation college students. Last year, 20 UConn student leaders accrued 880 hours of service helping 140 high school students. The program is helping to narrow Connecticut's education achievement gap.

Looking forward, UConn remains focused on expanding its service offerings to accommodate student demand and fulfill its mission to "cultivate leadership, integrity and engaged citizenship in our students, faculty, staff and alumni."



HUMAN
RIGHTS
CAMPAIGN
FOUNDATION

Item #15

Office of Mayor Elizabeth C. Paterson
Audrey P. Beck Municipal Building
4 South Eagleville Road
Mansfield, CT 06268

March 19, 2013

Dear Mayor Paterson,

This letter is to inform you that your city has been selected for inclusion in the Human Rights Campaign's 2013 Municipal Equality Index. The Human Rights Campaign (HRC) is the largest civil rights organization working to achieve equality for lesbian, gay, bisexual and transgender (LGBT) Americans. The Municipal Equality Index (MEI) is the first nationwide evaluation of municipal laws affecting the LGBT community. The index examines the laws, policies, and progress toward equality being made by United States cities and municipalities.

This year HRC will evaluate the 137 cities rated last year and 154 new cities. Last year's cities were the fifty state capitals, the fifty largest cities in the country, and 75 (25 large, 25 mid-size, and 25 small) cities and census-designated places that had a high proportion of same-sex couples. In addition to the cities scored in 2012, the 2013 MEI will score 291 cities, including the 150 largest cities in the country, the three largest cities in every state, and the city that is home to the state's largest public university (based on combined undergraduate and graduate enrollment). **Storrs has been selected because it is home to the state's largest public university.**

HRC will conduct preliminary research on each of the cities selected, and will send you a draft scorecard in June for your review. At that time, we ask you to review our research and correct any point upon which you believe we may be in error. For more information about our criteria and scoring system, please refer to last year's report which is available at www.hrc.org/mei. The deadline for any feedback you have regarding your scorecard must be received by HRC no later than July 29 if it is to be included in the publication. The project will be published in November 2013.

At this time, we are writing simply to alert you that your city will be rated in 2013. If there is a specific person in your office with whom you would prefer we communicate from now on, please let us know. Please also let us know if you are interested in learning more about how you can improve your score prior to publication. Your draft scorecard will represent your score at the time the draft was sent, but any relevant city action taking place on or before July 29 may be reflected in the final 2013 score. To ensure such actions are correctly reflected in the final score, we ask that you notify us of any relevant city action taken after the draft scorecard is received but before July 29.

We look forward to working with you in ensuring your city is rated accurately and given all of the credit that you deserve.

Sincerely,

Cathryn M. Oakley
Legislative Counsel, State and Municipal Advocacy

cc: Town Manager Matthew W. Hart

PAGE
BREAK



*Town of Mansfield
Proclamation Celebrating 101 years of Girl Scouting*

WHEREAS, March 12, 2013, marks the 101st anniversary of the Girl Scouts of the United States of America, which began in 1912 when Savannah, GA native Juliette Gordon Low gathered 18 girls to provide them the opportunity to develop physically, mentally, and spiritually;

WHEREAS, 1912 was also the year in which Girl Scouting started in the state of Connecticut;

WHEREAS, for over 100 years, Girl Scouting has helped build millions of girls and women of courage, confidence, and character who act to make the world a better place; and,

WHEREAS, the Girl Scout Leadership Program helps girls discover themselves and their values, connect with others, and take action to make the world a better place; and,

WHEREAS, through the dedication, time, and talent of volunteers of different backgrounds, abilities, and areas of expertise, Girl Scouts of Connecticut offers the Girl Scout Program to over 47,300 girls in grades K-12 across the state of Connecticut; and,

WHEREAS, the Girl Scout Gold Award, the highest honor in Girl Scouting, requires girls to make a measurable and sustainable difference in their community, assess a need and design a solution, find the resources and support to make it happen, and complete the project;

WHEREAS, core programs around Science, Technology, Engineering and Math (STEM), environmental stewardship, and healthy living, help girls develop a solid foundation in leadership; and,

WHEREAS, today, more than 59 million American women are Girl Scout alumnae and 3.2 million girls and adult volunteers are active members;

NOW, THEREFORE, I, Elizabeth C. Paterson, by virtue of the authority vested in me as Mayor of the Town of Mansfield do hereby applaud the Girl Scouts of the United States of America for over 100 years of leadership and expertise as the voice for and of girls, proudly proclaim March 12, 2013, as Girl Scout Day.

Elizabeth C. Paterson
Mayor, Town of Mansfield
March 11, 2013

PAGE
BREAK

OPINION

THE OLDEST CONTINUOUSLY PUBLISHED NEWSPAPER IN AMERICA

COURANT.COM • MOBILE.COURANT.COM

PLACE

New Storrs Center Showcases Smart Growth



TOM CONDON

The University of Connecticut was placed in an ideal spot for its original 19th century purpose, an agricultural school. But as it evolved into a multifaceted research university, the location became something of a challenge. There wasn't much decent housing in the area, and no real town center.

Indeed, when my brother Jim was there, he was known to crack wise about "beautiful downtown Storrs," a reference to a couple of nondescript strip malls. Back then, everybody left on weekends.

Other universities have college towns. I always thought one would work at Storrs, and son of a gun, the Storrs Center project is coming along very nicely. This bodes well for the university and the surrounding town

of Mansfield (of which Storrs is a section), and also suggests that it is increasingly possible to create interesting downtowns, the sine qua non of smart growth.

Storrs Center, a public-private partnership that leveraged \$200 million in private investment with \$25 million in public funds, spent years on the drawing board but is now well under way. I visited last week. The first part of Phase 1, adjoining buildings at 1 and 9 Dog Lane on the northern end of the project, are finished. The architecture is what some call "historicist" — a modern take on older city design — reminiscent of Blue Back Square and some other town centers.

The mixed-use structures have four floors of apartments — 125 units — above 30,000 square feet of retail. The apartments are all leased, as is virtually all of the retail space. Indeed, most of the 190 apartments in the next phase are mostly spoken for, even though the building is under construction. "The demand has been amazing," said Howard Kaufman of master developer LeylandAlliance, LLC. That this was done in the recession years makes it all the more remarkable.

In the retail area, the developers made a strong effort to keep businesses that were

already there, such as Storrs Automotive, and have brought in an eclectic, college-town mix of new ones. You have to love Insomnia Cookies, "Delivery until 3 a.m." There's also a candy store called "Sweet Emotions," owned and operated by Barry Schreier, a Ph.D. psychologist who used to direct the UConn counseling center.

He always wanted to run a candy store and now he is, billing himself as a "doctor of confectionery medicine." The store is neat; it may be to candy what the UConn Dairy Bar is to ice cream. I had dinner at the airy, pleasantly informal and very popular Dog Lane Cafe, run by the folks who own the Vanilla Bean Cafe in Pomfret. They know what they are doing. They also have 50 full- and part-time employees, another plus.

There's more to come; Geno's Grille, a slightly more formal restaurant owned by a group that includes famed UConn women's basketball coach Geno Auriemma, opens in a few weeks, and of course we all hope Geno has something special to celebrate.

The next three parts of the project will be completed over the next three years or so. At the end there'll be about 700 apartments and condos, along with a UConn Health Center facility, a UConn Co-op bookstore, a

supermarket and a bunch of other stuff. Kaufman and his colleagues keep looking for ways to improve it; for example, they are talking to folks who could help them bring an art-and-indie movie theater to the property, a boffo idea.

On a project of this size and complexity, to borrow from the Mickster, you can't always get what you want. The developers wanted to build an underground parking garage with the Price Chopper supermarket but couldn't make it work. The market is across from Mansfield town hall. An artful design of the parking lot would free some of it for occasional public events such as farmers markets, as a complement to the town square already proposed for the project.

Much of what is being built in Connecticut as the recession slowly ends is auto-dependent sprawl. It doesn't have to be. Storrs Center, on one side of Route 195, is walkable and on a bus line. A few Fridays ago many residents crossed the street to campus to watch the play "His Girl Friday." They didn't have to leave for the weekend.

► Tom Condon can be reached at tcondon@courant.com.

ROOM FOR DEBATE

Item #17

-251-

PAGE
BREAK