

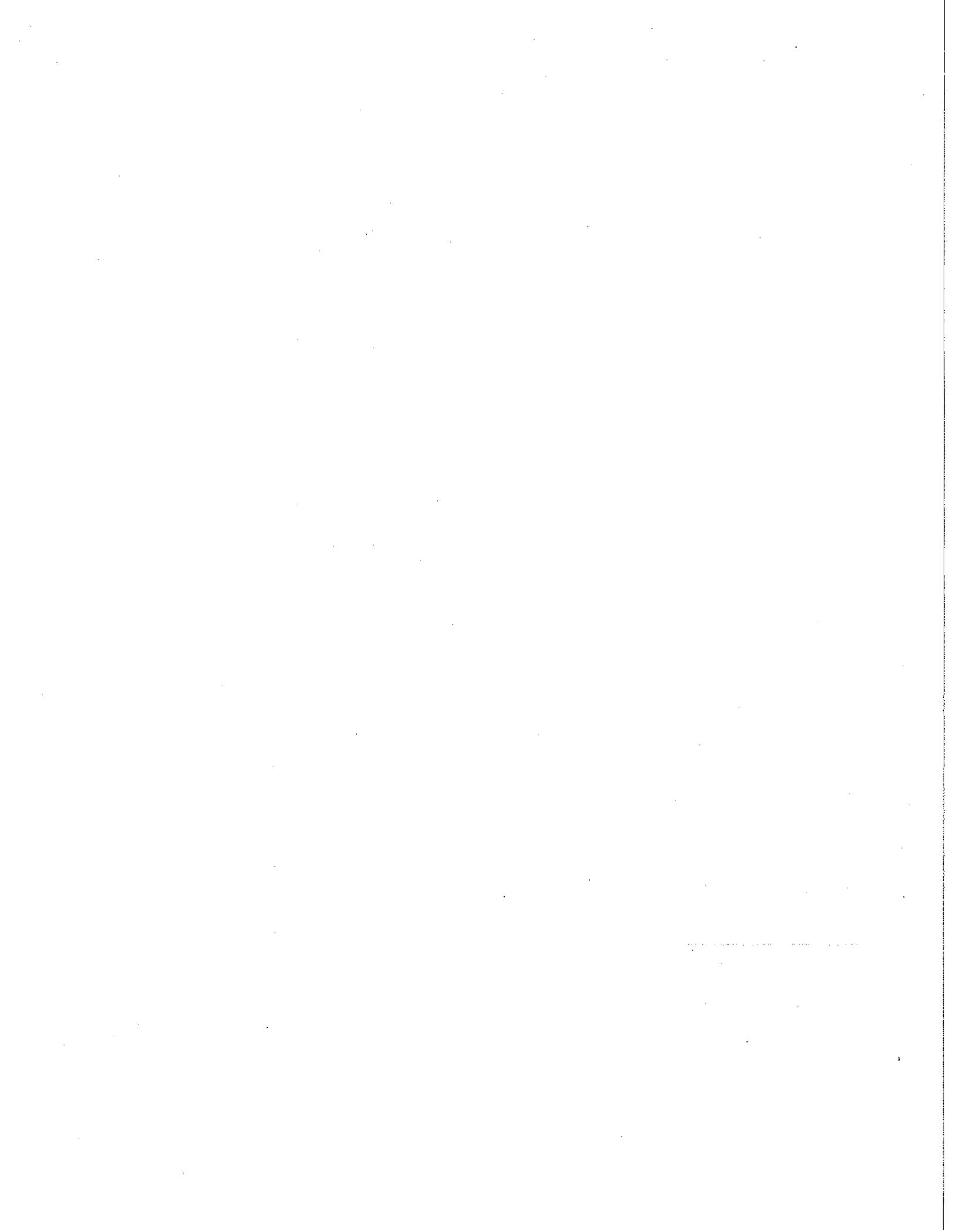


**7:15 PM: Ceremonial
Presentation in honor
of Memorial Day**

**TOWN OF MANSFIELD
TOWN COUNCIL MEETING
Tuesday, May 28, 2013
COUNCIL CHAMBERS
AUDREY P. BECK MUNICIPAL BUILDING
7:30 p.m.**

AGENDA

	Page
CALL TO ORDER	
ROLL CALL	
APPROVAL OF MINUTES	1
OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL	
REPORT OF THE TOWN MANAGER	
REPORTS AND COMMENTS OF COUNCIL MEMBERS	
OLD BUSINESS	
1. Storrs Center Update (Item #4, 05-13-13 Agenda) (Oral Report)	
2. UConn Landfill, Long-Term Monitoring Program (Item #3, 02-11-13 Agenda).....	5
NEW BUSINESS	
3. Building Permit Fee Fixing Agreement between the Town of Mansfield, Leyland Storrs, LLC, and EDR Storrs, LLC.	15
4. Agreement between the Town of Mansfield and Regional School District 19 for Parking Lot Services.....	25
DEPARTMENTAL AND COMMITTEE REPORTS	27
REPORTS OF COUNCIL COMMITTEES	
PETITIONS, REQUESTS AND COMMUNICATIONS	
5. E. Paterson re: Relocation of Main Accumulation Area	81
6. E. Paterson/M. Hart re: Spring Weekend.....	83
7. S. Herbst re: Appointments to Mansfield Downtown Partnership Board of Directors.	87
FUTURE AGENDAS	
EXECUTIVE SESSION	
8. Sale or purchase of real property, in accordance with CGS §1-200(6)(D)	
ADJOURNMENT	



REGULAR MEETING – MANSFIELD TOWN COUNCIL
May 13, 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, Ryan, Schaefer, Shapiro

II. APPROVAL OF MINUTES

Mr. Paulhus moved and Ms. Moran seconded to approve the minutes of the April 24, 2013 special meeting as presented. The motion passed unanimously. Mr. Paulhus moved and Mr. Freudmann seconded to approve the minutes of the April 24, 2013 regular meeting as presented. The motion passed unanimously. Mr. Paulhus moved and Ms. Moran seconded to approve the minutes of the April 22, 2013 special meeting as presented. The motion passed unanimously. Mr. Paulhus moved to approve the minutes of the April 18, 2013 special meeting as presented. The motion passed with all in favor except Mr. Kochenburger, Mr. Ryan and Mr. Schaefer who abstained. Mr. Paulhus moved and Mr. Shapiro seconded to approve the minutes of the May 18, 2013 special meeting as presented. The motion passed unanimously.

III. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

Ric Hossack, Middle Turnpike, asked for an answer to the questions regarding the Town's acquisition of the pump station near the post office and urged the Council not to approve the hiring of legal counsel for the water project.

Winifred (Winkie) Gordon, Charter Oak Square, asked the Council to consider that the Town's needs may be separate from those of UCONN when it comes to water issues. Ms. Gordon urged the Council to include advice from those who advocate for water.

IV. REPORT OF THE TOWN MANAGER

In addition to his written report Town Manager Matt Hart offered the following comments:

- Thanked the Jeffrey P. Ossen Family Foundation for their generous support of Mansfield's Community Playground.
- Reported that he, the Mayor, the Board of Education Chair, the Director of Finance and the Superintendent of Schools met with our legislators to discuss state aid for the Town. The budget is still in flux.
- Reported the sewer fund will absorb the maintenance cost for the pump stations.

V. REPORTS AND COMMENTS OF COUNCIL MEMBERS

Mayor Paterson reiterated that at this point there is no definitive answer to the amount of state aid the Town will receive. The Mayor believes the numbers the Council used in their budget decisions is the best scenario.

Mr. Ryan reported three residents attended the Budget Information session and that the Mayor did an admirable job throwing out the first pitch at the opening of the Little League season.

VI. OLD BUSINESS

1. Appointment of Special Legal Counsel for Water and Wastewater Project
Mr. Kochenburger moved and Mr. Ryan seconded, effective May 13, 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, pursuant to the terms and conditions set forth in the attached

May 13, 2013

Professional Services Agreement between the Town of Mansfield and Pannone, Lopes, Deveraux & West, LLC.

Referring to suggested changes offered by the Town Manager, Mr. Shapiro offered a friendly amendment incorporating those changes.

Accepted as a friendly amendment the motion now reads:

Move, effective May 13, 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, pursuant to the terms and conditions set forth in the attached Professional Services Agreement between the Town of Mansfield and Pannone, Lopes, Deveraux & West, LLC and as supplemented by the materials distributed by the Town Manager at this evening's meeting.

The motion passed with all in favor except Mr. Freudmann who was in opposition.

2. Community Water/Wastewater Issues

Town Manager Matt Hart updated the Council on recent discussions with Windham Water Commission with regards to the water supply project.

3. Community/Campus Relations, UCONN Spring Weekend

Chief Dagon, Deputy Chief/Emergency Management Director Raiola and Sgt. Cournoyer presented information on the relatively uneventful Spring Weekend. The Town Manager and the Mayor commended the efforts of the Town, UConn, State Public Safety Officials, and the students. Council members urged all involved to stay vigilant and to encourage UCONN to keep in place the current restrictions on guests and parking, as they are essential to this effort.

Deputy Chief Raiola agreed to ask Eastern to let Freedom Green know when they are having a fireworks display.

Mr. Hart discussed the need to understand the impact UCONN's *Next Generation Connecticut* initiative will have on the Town and suggested the Town seek funding for a fiscal impact analysis to determine the impact of an additional 5000 students and associated expansion. The Town Manager will keep the Council informed.

4. Storrs Center Update

The Town has contracted with Weston and Samson to operate and maintain the two pump stations at a cost of \$15,600 per year, which is covered by the sewer budget. Mr. Hart will provide additional information regarding ownership of the stations at the next meeting.

Council members discussed the traffic flow pattern on Rte.195, which has been designed to calm traffic.

VII. NEW BUSINESS

5. Fee Waiver

Mr. Schaefer recused himself from discussion of this matter.

Chair of the Finance Committee Bill Ryan commented the Committee has agreed that it is appropriate to consider changes to the Fee Waiver Ordinance and offered the following motion:

Recommend the appointment of an Ad Hoc Ordinance Development Committee for the purpose of examining the Fee Waiver Ordinance with regards to Park and Recreation activities with the idea of making modifications to that Ordinance.

If approved Mr. Kochenburger, Mr. Ryan and Ms. Keane volunteered to serve on the Committee.

The motion passed with all those participating in favor of the motion.

6. Financial Statements dated March 31, 2013

Finance Committee Chair Ryan moved, effective May 13, 2013, to accept the Financial Statements dated March 31, 2013.

Motion passed unanimously.

May 13, 2013

7. Appointment of Auditor to Conduct Financial Audit for Fiscal Year 2012/13
Finance Committee Chair Ryan moved, effective May 13, 2013, to appoint Blum, Shapiro and Company, P.C. as the auditing firm for the Fiscal Year 2012/13.
Motion passed unanimously.

8. Transfer of Uncollected Taxes to Property Tax Suspense Book
Finance Committee Chair Ryan moved, effective May 13, 2013, to transfer \$61,507.61 in uncollected property taxes to the Mansfield Property Tax Suspense Book, as recommended by the Collector of Revenue.
The motion passed unanimously.
Mr. Hart noted collection efforts will continue and that the Tax Collector will meet with the Finance Committee to discuss the rationale for inclusion on the Suspense List.

9. Relocation of UCONN Main Accumulation Area
Ms. Moran moved and Mr. Paulhus seconded, effective May 13, 2013, to authorize the Mayor to sign and submit the attached letter in support of the University's efforts to relocate the Main Accumulation Area.
Mr. Kochenburger offered an amendment to the letter changing the word "well" in the second paragraph to "adequately".
Accepted as a friendly amendment the motion, as amended, passed unanimously.

10. Neighborhood Assistance Act Programs
Mr. Paulhus moved and Mr. Shapiro seconded, to schedule a public hearing for 7:30 PM at the Town Council's regular meeting on June 10, 2013, to solicit public comment regarding potential program applications to the Neighborhood Assistance Program.
The motion passed unanimously.

VIII. DEPARTMENTAL AND COMMITTEE REPORTS

No comments offered.

IX. REPORTS OF COUNCIL COMMITTEES

Mr. Ryan noted the Finance Committee discussed the relocation cost for Storrs Center. The costs have been finalized with both the Town and UCONN contributing \$276,000 to the effort. The original budget for the endeavor was \$750,000. The Mansfield Downtown Partnership has received a Main Street award for its successful relocation efforts.

Ms. Moran, Chair of the Personnel Committee, commented the next meeting has been canceled and will be rescheduled at which time the Committee will revisit the discussion of the Human Service Department.

Ms. Moran, in her capacity of Chair of the Responsible Contractors Ordinance Committee, noted that two additional sessions will be scheduled with representatives of the local trade schools and local contractors.

PETITIONS, REQUESTS AND COMMUNICATONS

- 11.M. LaPlaca re: Board of Education Budget
- 12.S. Bourque re: Memorial Day Parade and Ceremony
- 13.B. Hammon re: Security Improvements at Town Buildings
- 14.Mansfield Commission on Aging re: Human service position vacancies
- 15.Notes on April 25 Meeting on Seniors and Senior Center Needs
- 16.Planning & Zoning Commission re: EIE for the Eastern Connecticut State University 2008 Campus Plan Update
- 17.Mansfield Historical Society re: Request for police coverage
- 18.Town of Mansfield Approximate Number of Accounts
- 19.Town of Mansfield Notice and Warning of Annual Town Meeting
- 20.CIRMA re: Members' Equity Distribution

May 13, 2013

- 21.State of Connecticut Office of Policy and Management re: 2011 Equalized Net Grand List
- 22.Eastern Regional Tourism District's Integral Role in Promoting Eastern Connecticut/Mystic Country
- 23.Mansfield Budget Mailer 2013
- 24.Mansfield Historical Society Newsletter, April 2013
- 25.Mansfield Minute, May 2013
- 26.Student Daily Digest re: Changes to Rock Painting Policy
- 27.WindhamARTS re: Designated Regional Service Organization for Northeast Connecticut

X. FUTURE AGENDA

No additional subjects were offered.

Mr. Shapiro moved and Mr. Ryan seconded to move into executive session to discuss the sale or purchase of real property, in accordance with CGS§1-200(6)(D) and to include the Town Manager in the discussion.
Motion passed unanimously.

XI. EXECUTIVE SESSION

Sale or purchase of real property, in accordance with CGS§1-200(6) (D)
Present: Freudmann, Keane, Kochenburger, Moran, Paterson, Paulhus, Ryan, Schaefer, Shapiro
Also included: Town Manager Matt Hart

XII. ADJOURNMENT

The Council reconvened in regular session. Mr. Paulhus moved and Mr. Shapiro seconded to adjourn the meeting. The motion passed unanimously.

Elizabeth C. Paterson, Mayor

Mary Stanton, Town Clerk

May 13, 2013



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant Town Manager; Robert Miller, Director of Health
Date: May 28, 2013
Re: UConn Landfill, Long-term Monitoring Program

Subject Matter/Background

Attached please find information regarding the UConn Landfill. The Council is not required to take any action on this item.

Attachments

- 1) R. Miller re: UConn Landfill Long Term Monitoring Plan, Report dated May 2013
- 2) Long-Term Monitoring Plan May 2013



Eastern Highlands Health District

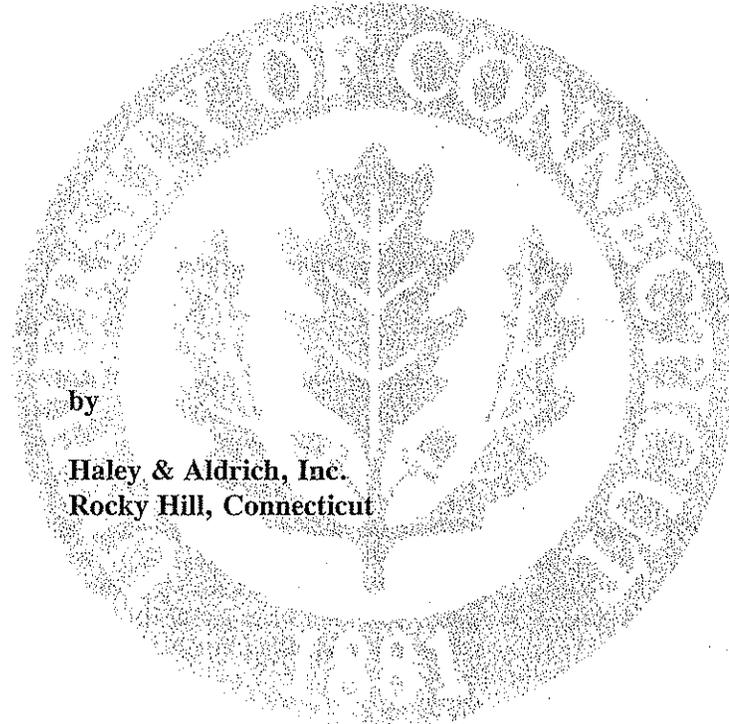
4 South Eagleville Road • Mansfield CT 06268 • Tel: (860) 429-3325 • Fax: (860) 429-3321 • Web: www.EHHD.org

Memo

To: Matt Hart, Mansfield Town Manager 
From: Robert Miller, Director of Health
Date: 5/17/2013
Re: UConn Landfill Long Term Monitoring Plan, Report dated May 2013

Per your request, I have reviewed the above referenced report. The results reported do not suggest an imminent or immediate risk to public health. No material changes in the monitoring program were identified. The results are generally consistent with the historic body of data available for this project. This office will continue to monitor this situation. No action is recommended at this time.

**LONG-TERM MONITORING PLAN
SPRING 2013 SEMI-ANNUAL SAMPLING ROUND #18
UCONN LANDFILL
STORRS, CONNECTICUT**



by

**Haley & Aldrich, Inc.
Rocky Hill, Connecticut**

for

**University of Connecticut
Storrs, Connecticut**

**File No. 91221-678
May 2013**



3 May 2013

Connecticut Department of Energy and Environmental Protection
Bureau of Water Protection and Land Reuse
79 Elm Street
Hartford, Connecticut 06106-5127

Attention: Mark R. Lewis

Subject: Long Term Monitoring Plan
Spring 2013 Semi-Annual Sampling Round #18
UConn Landfill
Storrs, Connecticut

Ladies and Gentlemen:

The following certification is being submitted to the Department of Energy and Environmental Protection in accordance with the terms as delineated in the Consent Order No. SRD-101 issued 26 June 1998 for the document specified below:

- Long Term Monitoring Plan
Spring 2013 Semi-Annual Sampling Round #18
UConn Landfill
Storrs, Connecticut

I have personally examined and am familiar with the information submitted in this document and all attachments and certify that based on reasonable investigation, including my inquiry of those individuals responsible for obtaining the information, the submitted information is true, accurate and complete to the best of my knowledge and belief, and I understand that any false statement made in this document or its attachments may be punishable as a criminal offense.

Agreed and accepted as stated above:

Richard P. Standish, P. G., LEP
Senior Vice President
Haley & Aldrich, Inc.

Richard A. Miller
Director,
Office of Environmental Policy
University of Connecticut

C: Richard Gray, UConn

G:\PROJECTS\91221\NCERTLFR65.doc

1. INTRODUCTION

This Long Term Monitoring Plan (LTMP) was prepared pursuant to the Consent Order # SRD-101 between the State of Connecticut and the University of Connecticut (UConn) regarding the solid waste disposal area on North Eagleville Road (Landfill and Former Chemical Pits) and the former disposal site in the vicinity of Parking Lot F (F Lot). An Interim Monitoring Program (IMP) was performed in order to monitor shallow ground water, surface water and bedrock groundwater quality in nearby domestic water supply wells until the LTMP required pursuant to paragraph B.4.e of the Consent Order was implemented. In September 2005, the University transitioned from the IMP to the LTMP. As part of this process, samples were collected from both the IMP and LTMP locations for three sampling quarters. These quarters, referred to as "transition rounds" were conducted in September and December 2005 and May 2006. Beginning with the October and November 2006 monitoring quarter, samples were only collected from the LTMP locations.

The objectives of the LTMP are:

- To assess the effectiveness of the remediation
- To monitor groundwater and surface water quality and trends, and
- To act as sentinel wells to protect human health and the environment.

Groundwater, surface water and soil gas samples are being obtained to verify that the remediation systems are working as planned. The Plan is also designed to protect human health and the environment by evaluating the concentrations of contaminants in groundwater and surface water over time. If increasing concentrations are observed, UConn and the Connecticut Department of Energy and Environmental Protection (CTDEEP) will reassess the remediation system design, expand the monitoring program, and/or take additional measures to protect human health and the environment, if necessary.

The LTMP includes sampling of media at multiple locations as shown on Figure 1:

- (1) six surface water locations;
- (2) five shallow groundwater monitoring wells;
- (3) five deep bedrock monitoring wells;
- (4) six active domestic wells on Meadowood Road and Separatist Road; and
- (5) four soil gas monitoring locations.

Installation of the landfill cap and leachate interceptor trenches (LITs) was completed in the spring of 2007. To date, significant changes to the groundwater quality have not been observed. Analytical results continue to be evaluated and reported to the key parties and to the public.

This report documents the sampling round conducted in March 2013, also referred to as Round #18. In a letter to the University dated 16 April 2010, CTDEEP approved a reduction in the LTMP sampling frequency from quarterly to semi-annually to be conducted in the spring and fall seasons. The next sampling event is planned for October 2013.

2. SCOPE OF PROGRAM

The following paragraphs describe the rationale for each sampling location for the Long Term Monitoring Program based upon the approved Comprehensive Hydrogeologic Investigation and Remedial Action Plan, Addendum No. 2, dated July 2004.

2.1 Shallow Groundwater Monitoring Wells

Three shallow wells [B401(MW), B403(MW) & B404(MW)] were constructed in the overburden south, southeast and north of the landfill respectively, and downgradient of the LITs in February and March 2007. These wells function to monitor shallow groundwater quality migrating out of the landfill area and to assess the effectiveness of the landfill cover and LITs.

Two previously existing shallow monitoring wells, MW-3 and MW-4, were reinstalled in August 2007 in the same general area in F Lot however; they were offset several feet from their original locations. They function to monitor shallow groundwater quality downgradient of F Lot.

2.2 Deep Groundwater Monitoring Wells

Five bedrock (125 to 300 ft) groundwater monitoring wells are included in the LTMP. Three existing wells, MW-105R, B201R(MW), and B302R(MW) are located south and west of the landfill and former chemical pits. These wells were selected because they are situated in the direction of either suspected historical or known bedrock groundwater flow. Since permanent packer systems for discrete fracture interval sampling are installed in B201R(MW) and MW-105R, two samples are collected from each well. Two former residential water supply wells, located at 156 Hunting Lodge Road and 202 North Eagleville Road, are included in the LTMP because of their locations and construction depths. The University has not received permission to access the well at 156 Hunting Lodge Road therefore; it continues to be excluded from sampling events.

2.3 Surface Water Monitoring Locations

Six surface water-monitoring locations (SW-A through SW-F) are selected to assess surface water quality migrating from the landfill, former chemical pits, and F Lot areas SW-A through SW-E are strategically placed at the primary surface waters north (wetland and Cedar Swamp Brook drainage) and south (western tributary of Eagleville Brook drainage) of the landfill and former chemical pits area. SW-F is located downgradient of F Lot on an eastern tributary to Eagleville Brook.

2.4 Active Residential Water Supply Wells

Six active residential water supply wells are included in the LTMP:

- 38 Meadowood Road
- 41 Meadowood Road
- 65 Meadowood Road
- 202 Separatist Road
- 206 Separatist Road
- 211 Separatist Road

These residential wells are the closest active bedrock wells to the landfill and former chemical pits in the direction of suspected historical and known groundwater migration pathways in the fractured bedrock aquifer.

2.5 Soil Gas Monitoring Locations

Four soil gas-monitoring points B501(GW), B502(GW), B503(GW) and B504(GW) were installed in the east, southeast, southwest and northwest quadrants of the landfill immediately outside the cap perimeter to monitor for potential gas migration away from the landfill. The monitoring points are 4-in. diameter PVC wells extending to depths ranging between 7.5 and 9.5 ft bgs with a slotted screen interval from the surface seal (approximately 2.5 ft bgs) to the depth of completion. The locations are lateral to the leachate interceptor trenches (LITs) where the likelihood of soil gas migration is presumed to be greatest.

2.6 Sampling Parameters

During the course of the Hydrogeologic Investigation, a comprehensive suite of analytical methods was selected to determine the nature of the contamination in the Study Area. A wide range of methods were used to ensure that any potential contaminant identified during review of historical records or interviews with knowledgeable personnel would be detected if present. Multiple rounds of groundwater and surface water sampling have shown that the contamination is confined to a few classes of compounds. Monitoring a select number of analytical methods accomplishes the objectives of the LTMP, that is, to assess effectiveness of remediation, monitor groundwater quality and trends and be protective of human health and the environment.

Groundwater and surface water samples were analyzed for the following parameters:

- VOCs by EPA Method 524.2

- Total metals by EPA Method 200 Series

- Total mercury by EPA Method 7470/E245.1

- Other Inorganic Parameters

 - ammonia, nitrate and nitrite, total phosphorus, total dissolved solids, total suspended solids, alkalinity, hardness, chloride, sulfate, chemical oxygen demand, total organic carbon, biological oxygen demand and cyanide

- Field Screening Data

 - turbidity, conductivity, dissolved oxygen, ORP, pH, and temperature

Soil gas monitoring points were analyzed for methane and carbon dioxide using a multiple gas detection meter.

2.7 Sampling Frequency

As previously mentioned, to date, significant changes to the groundwater quality have not been observed. This round represents the Spring 2013 sampling and we anticipate Fall sampling to occur in or about October 2013.

3. SAMPLING PROCEDURES

Sampling procedures and analytical methods for the groundwater monitoring wells and surface water samples were conducted in accordance with the Comprehensive Hydrogeologic Investigation and Remedial Action Plan, Addendum No. 2, dated July 2004.

Sampling procedures for the residential water supply wells were conducted in accordance with procedures previously established by CTDEEP and the DPH for the health consultation study completed in 1999. Samples were collected from the water supply system prior to treatment after running the tap for approximately eight minutes.

Samples from the residential water supply wells were analyzed using EPA drinking water methods as noted on the enclosed Table I.

4. SUMMARY OF RESULTS

The analytical results from the March 2013 LTMP round #18 sampling are summarized in Table I. VOC Concentration and Conductivity vs. Time Plots for selected bedrock wells [MW105R, B201R(MW), and B302R(MW)] and selected overburden wells [B401(MW) and B403(MW)] are included in Appendix A. A discussion of the results below is organized by general sample types and locations.

4.1 Shallow Groundwater Monitoring Wells

Samples from monitoring wells B401(MW), B403(MW) and B404(MW) were collected and submitted to Phoenix Environmental Laboratories, Manchester, Connecticut for analysis of VOCs, total metals, and nutrients. Both LITs and associated pumps were in operation at the time of this sampling event.

As in previous rounds, 1,4-dichlorobenzene and chlorobenzene were detected in monitoring well B401(MW). Cis-1,2-dichloroethene, tetrachloroethene, and trichloroethene were detected in B403(MW) at concentrations below regulatory criteria. VOCs were not detected in the sample collected from B404(MW). Metal concentrations in all samples were below protective criteria. In general, concentrations of selected parameters and compounds appear consistent with previous sampling rounds.

For quality control purposes, a duplicate sample was collected from B403(MW). Results from the duplicate sample were in general agreement.

VOCs were not detected in the samples collected from MW-3 or MW-4. Metal concentrations were below protective criteria.

4.2 Deep Bedrock Monitoring Wells

Samples from these wells were collected and submitted to Phoenix Environmental Laboratories, Manchester, Connecticut for analysis of VOCs, total metals, and nutrients. VOCs were detected in discrete samples collected from the deeper fracture zone of MW-105R and both fracture zones of B201R(MW). Concentrations of 1,2-dichloroethane, benzene, and trichloroethene exceeded the GWPC in the sample from the deeper fracture zone in MW-105R. Concentrations of 1,2-dichloroethane and benzene exceeded the GWPC in both the upper and deeper fracture zones of B201R(MW). Analytical results of groundwater quality at MW105R and B201R(MW) appear to be generally consistent with previous sampling events. Monitoring wells 202-NERD (unused domestic well at 202 N. Eagleville Road) and B302R-MW which range in depths from 200 to 320 ft do not have discrete sampling systems installed so, integrated samples were collected. VOCs were not detected in the sample collected from 202-NERD or B302R-MW. Metal and nutrient parameters were within typical groundwater water ranges in all of the bedrock well samples.

For quality control purposes, a duplicate sample was collected from the deeper zone of MW105R. Results from the duplicate sample were in general agreement with the exception of concentrations of benzene and chlorobenzene. The relative percent difference (RPD) for these compounds is greater than 30%. Results were qualified with a "J" as estimated. A mean average concentration may be used to represent concentrations of benzene and chlorobenzene at this location.

4.3 Surface Water Samples

During this sampling event, surface water was collected from all six monitoring locations. The samples were submitted to Phoenix Environmental Laboratories, Manchester, Connecticut for analysis of VOCs, metals and nutrients. VOCs were not detected. Metal and nutrient parameters were within typical surface water ranges and consistent with previous sampling rounds for these locations.

4.4 Active Residential Domestic Wells

All six active domestic wells were sampled as part of this quarterly event. Consistent with most previous rounds, trace concentration (0.65 ug/L) of chloroform was detected in the sample collected from 211 Separatist Road, below the state action level for groundwater protection (6 ug/L). VOCs were not detected above method reporting limits at any of the other locations sampled. In the sample collected from 65 Meadowood Road, copper was detected above surface water protection criteria; however the concentration is below drinking water criteria. Copper concentrations detected at 65 Meadowood Road are generally consistent with previous sampling rounds. An elevated concentration of manganese (0.389 mg/l) was detected in the sample collected from 38 Meadowood Road, below the State action level of 0.5 mg/L. This is consistent with previous sampling events. Metal and nutrient concentrations at all locations were within acceptable drinking water ranges.

4.5 Soil Gas Monitoring

Landfill gas is the natural by-product of the decomposition of solid waste in landfills and is comprised primarily of carbon dioxide and methane. A GEM2000 Landfill Gas Meter was used to sample and analyze methane, carbon dioxide and oxygen content at soil gas monitoring locations B501(GW), B502(GW), B503(GW) and B504(GW). Oxygen concentrations ranged from 6.6% at B502(GW) to 20.9% at B503(GW) and B504(GW). Carbon dioxide readings ranged from 0.0% at B501(GW), B503(GW), and B504(GW) to 9.7% at B502(GW). Methane gas concentrations ranged from 0.1% at B501(GW), B503(GW) and B504(GW) to 3.5% at B502(GW). These readings are generally consistent with previous monitoring events.

4.6 Consent Order SRD-101 Progress Report

From December 2012 through 28 April 2013, the Leachate Interceptor Trench systems collected the following volumes of leachate which were pumped to the UConn Water Pollution Control Facility:

- South Trench: 35,586 gallons or approximately 239 gallons per day
- North Trench: 238,307 gallons or approximately 1,599 gallons per day

The flow appeared lower in both trenches during this winter. North LIT electric pump #2 was offline until mid-April 2013 for well shaft and pump replacement.



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant Town Manager; Michael Ninteanu, Director of Building and Housing; Dennis O'Brien, Town Attorney
Date: May 28, 2013
Re: Building Permit Fee Fixing Agreement between the Town of Mansfield, Leyland Storrs, LLC, and EDR Storrs, LLC

Subject Matter/Background

You may recall that the Section 8.05 of the development agreement between the Town of Mansfield, Storrs Center Alliance LLC (SCA) and Education Realty Trust (EdR) executed on February 15, 2011 provides a cap on building and fire prevention permit fees for phases other than 1A and 1B that are constructed within 10 years of the execution of the agreement. The cap is designed to achieve full cost recovery of direct inspection services and is set at \$12/\$1000 of construction; the Town does have the right to adjust fees every three years based upon the consumer price index (CPI). This section of the development agreement also states that the Town will seek to amend its building and fire prevention services fee schedule to allow for lower fees of this type and value, as present permit fees exceed cost to inspect projects of this scope. If a future amendment is not approved, the Town shall refund excess fees via tax abatement on future phases.

Following the execution of the development agreement, the Town Council updated the Building Construction Ordinance and the new fee structure became effective on January 4, 2013. Importantly, the new fee structure merges building permit and fire prevention fees into one fee schedule. In addition, Section 107-6 of the ordinance allows the Town Council to contractually establish any alternative schedule of fees for any large multi-family, commercial or mixed use construction project in order to more accurately reflect the cost to the Town of providing the services.

SCA (doing business as Leyland Storrs LLC) and EdR (doing business as EdR Storrs LLC) are now ready to proceed with filing applications for the construction of phase 1C and Market Square. Consequently, in lieu of negotiating a tax abatement agreement to reimburse the developers for building construction fees in excess of the cap provided for in the Storrs Center development agreement, staff is recommending that the Town Council authorize the execution of a

building permit fee fixing agreement as allowed under Section 107-6 of the Building Construction Ordinance. SCA and EdR are the only developer parties who would be eligible for the reduced permit fee and the scope of the proposed agreement is limited to phase 1C and Market Square of the project.

Financial Impact

The permit fees in the proposed permit fee agreement are identical to what is contemplated in the Storrs Center development agreement.

Legal Review

The Town Attorney has assisted in the drafting of the proposed permit fee agreement and has concluded that it is legally sound and may be approved by the Town Council and executed by Town staff.

Recommendation

Staff recommends that the Town Council authorize the Town Manager to execute the proposed permit fee agreement.

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

Move, to authorize the Town Manager to execute the attached Building Permit Fee Fixing Agreement between the Town of Mansfield, Leyland Storrs, LLC, and EDR Storrs, LLC.

Attachments

- 1) Proposed Building Permit Fee Agreement
- 2) Section 8.05, Storrs Center Development Agreement
- 3) Section 107-6, Building Construction Ordinance

BUILDING PERMIT FEE FIXING AGREEMENT

This **BUILDING PERMIT FEE FIXING AGREEMENT** (this “**Agreement**”) is dated as of _____, 2013, by and between the **TOWN OF MANSFIELD** (the “**Town**”), a municipal corporation organized under the laws of the State of Connecticut, having an address at 4 South Eagleville Road, Mansfield, Connecticut 06268, **LEYLAND STORRS, LLC**, a limited liability company formed under the laws of the State of Connecticut (“**Leyland**”), having an address at P.O. Box 878 – 233 Route 17, Tuxedo, New York 10987, and **EDR STORRS LLC**, a limited liability company formed under the laws of the State of Delaware (“**EDR Storrs**”), having an address at 999 South Shady Grove Road, Suite 600, Memphis, TN 38120, each a “**Party**,” and collectively, the “**Parties**”).

RECITALS

A. Storrs Center Alliance, LLC (“**SCA**”), the Town and Education Realty Trust, Inc. (“**EDR**”) entered into that certain Development Agreement Phases 1A and 1B dated as of February 15, 2011 and recorded in Volume 707, Page 198 of the Mansfield Land Records, as supplemented by Supplement to Development Agreement dated as of May 26, 2011 and recorded in Volume 707, Page 311 of the Mansfield Land Record (as so supplemented, the “**Original Development Agreement**”), in connection with the development of portions of Storrs Center, expected to eventually comprise up to 800 units of housing, 150,000 to 200,000 square feet of retail, office, and other commercial space, as well as other public and private improvements in downtown Storrs, located in the Town of Mansfield, CT nearby the University of Connecticut campus.

B. SCA’s right, title and interest in the Original Development Agreement was assigned to, and SCA’s obligations thereunder assumed by, Leyland by that certain Assignment and Assumption of Development Agreement dated as of August 30, 2011 and recorded in Volume 715, Page 343 of the Mansfield Land Records, and EDR’s right, title and interest in the Original Development Agreement was assigned to, and EDR’s obligations thereunder assumed by, EDR Storrs by that certain Assignment and Assumption of Development Agreement dated as of August 30, 2011 and recorded in Volume 715, Page 326 of the Mansfield Land Records. The Original Development Agreement was amended by that certain Amendment to Development Agreement dated as of October 1, 2011, and recorded in Volume 715, Page 397 of the Mansfield Land Records (the “**First Amendment**”, and the Original Development Agreement, as amended by the First Amendment, the “**Development Agreement**”). All initial capitalized terms not defined herein shall have the meaning ascribed thereto in the Development Agreement.

C. As noted in subsection F of the “**Recitals**” of said Development Agreement, Leyland and EDR Storrs have had the shared goal of developing Phases 1A and 1B of the Storrs Center Project with the agreement that EDR Storrs shall own the Residential Component and that Leyland shall own the Commercial Component. The Storrs Center

Project is well underway, with Phase 1A having been completed or nearly completed, and with development of Phase 1B ongoing.

D. Per subsection 8.05 of the Development Agreement, “. . . the building permit fees for Phases 1A and 1B, as set forth in Chapter 107 of the Town Code, are \$12.50 for each \$1,000 or fraction thereof estimated building costs for residential and accessory building permits and \$14.50 for each \$1,000 or fraction thereof of estimated building cost for commercial building permits, and, provided that the submission is all-inclusive (e.g., the applicant is submitting an application for all plans to be reviewed) that the fire prevention services fees set forth in Article VI of Chapter 122 of the Town Code (the “Fire Prevention Services Fee”) are 65% of the applicable building permit fee.”

E. Also per subsection 8.05 of the Development Agreement, the Town agreed to “. . . consider reducing such fees for large commercial or mixed-use construction projects similar to Storrs Center . . . , provided, however, that any such reduction resulting therefrom shall not apply to Phases 1A and 1B.”

F. On December 10, 2012, the Town Council of the Town of Mansfield amended said Chapters 107 and 122 of the Town Code in their entirety, effective on January 4, 2013, including the addition of section 107-6, as follows: “Except for the mandatory education fee noted in the preceding §107-5, nothing in this Chapter shall limit the authority of the Town Council as set forth in Town of Mansfield Charter §C303 to contractually establish any alternative schedule of fees for any large multi-family, commercial or mixed use construction project...”

G. Storrs Center is a large mixed use construction project.

H. The Town, Leyland and EDR Storrs therefore desire to set forth their agreement herein with respect to certain building permit fees for building or construction activities undertaken by Leyland, EDR Storrs or their respective Developer Party Affiliates (and their permitted successors and assigns) within Phase 1C or the Market Square phase of Storrs Center (as identified on Schedule A attached hereto, “**Phase 1C**” and “**Market Square**”, respectively) under any building permit issued pursuant to a building permit application properly filed prior to February 15, 2021 (each such building permit, a “**Qualified Building Permit**”).

I. This Agreement is authorized by said section C303 of the Charter of the Town of Mansfield and by section 107-6 of the Code of the Town of Mansfield, and is consistent with Section 8.05 of the Development Agreement.

NOW THEREFORE, in consideration of the mutual covenants and agreements set forth herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereto agree as follows:

AGREEMENT

1. The Recitals set forth above are hereby incorporated in and made a part of this Agreement.
2. For any building or construction activities undertaken by Leyland, EDR Storrs or their Developer Party Affiliates or permitted successors or assigns under the Development Agreement, within Phase 1C or Market Square pursuant to a Qualified Building Permit, the total of all (i) building permit fees, (ii) any Fire Prevention Services Fee, and (iii) any substitutes for or additions to such fees payable to the Town with respect to such Qualified Building Permit shall be fixed at \$12/\$1,000 of estimated building cost; provided, however, that such fixed rate shall increase every three years from February 15, 2011 by a percentage equal to the increase during the preceding three (3) year period in the CPI (as hereinafter defined), but not more than 10% in any three (3) year period, and in no event shall the fixed rate be less than that payable in the preceding year; and provided, further, however, that such fixed rate shall not apply to the education fee assessed on any building permit application for a Qualified Building Permit pursuant to Section 29-263(b) of the Connecticut General Statutes, Revision of 1958, or any successor statute or any fees described in Article II of Chapter 122 of the Town Code, or any successor provision, all of which shall be excluded from said fixed rate and shall be due and payable in accordance with the applicable rate or schedule of fees therefor.
3. This Agreement may be executed in one or more counterparts, each of which shall be an original, but all of which shall constitute but one instrument.
4. This Agreement shall be governed by the laws of the State of Connecticut.
5. This Agreement shall not be recorded in the Mansfield Land Records, and if recorded at the request of anyone other than the Town, it shall become null and void at the option of the Town.

IN WITNESS WHEREOF, the Parties have executed and delivered this Agreement as of the _____ day of _____, 2013.

TOWN:

Town Of Mansfield

By _____
Matthew W. Hart
Its Town Manager

LEYLAND:

Leyland Storrs, LLC

By _____
Howard Kaufman
Its Manager

EDR STORRS:

EDR Storrs LLC

By: Education Realty Operating Partnership, LP,
Its Sole Member and Manager

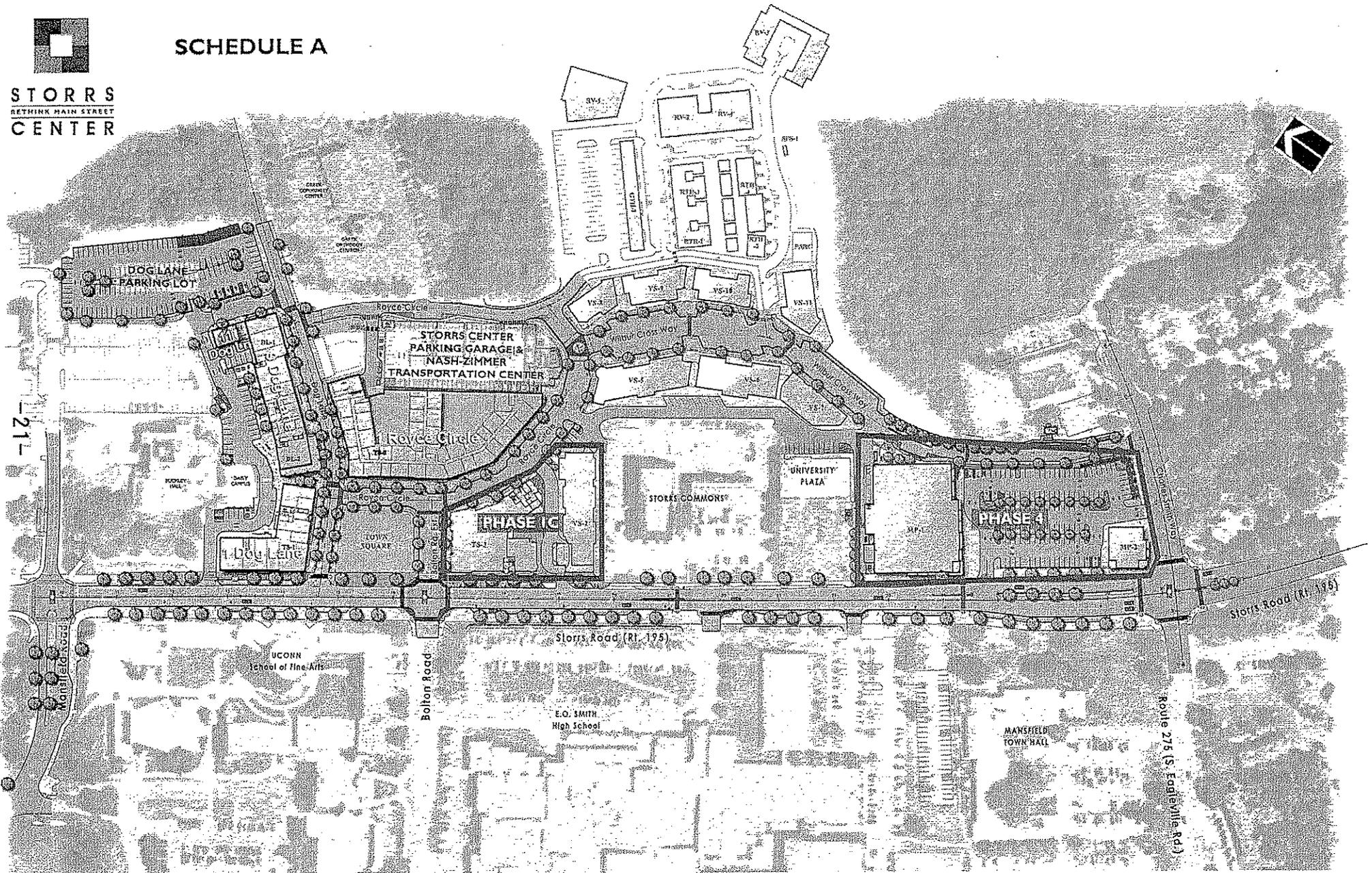
By: Education Realty OP GP, Inc.,
Its General Partner

By _____
Thomas Trubiana
Its Executive Vice President



SCHEDULE A

STORRS
RETHINK MAIN STREET
CENTER



EXCERPT - STORRS CENTER DEVELOPMENT AGREEMENT

Section 8.04 Tax Incentive Agreement. In connection with the Town's approval of this Agreement and the investment being made by SCA and EDR in Phases 1A and 1B, and their provision of jobs and investments in the revitalization of underutilized properties, the Town has approved tax abatements for the Residential Components of Phases 1A and 1B in accordance with the tax assessment fixing agreements attached hereto as Schedule 8.04 (each, a "Tax Incentive Agreement"), which shall be entered into contemporaneously herewith.

Section 8.05 Permit Fees. The Town hereby confirms that the building permit fees for Phases 1A and 1B, as set forth in Chapter 107 of the Town Code, are \$12.50 for each \$1,000 or fraction thereof estimated building costs for residential and accessory building permits and \$14.50 for each \$1,000 or fraction thereof of estimated building cost for commercial building permits, and, provided that the submission is all-inclusive (e.g., the applicant is submitting an application for all plans to be reviewed) that the fire prevention services fees set forth in Article VI of Chapter 122 of the Town Code (the "Fire Prevention Services Fee") are 65% of the applicable building permit fee. Further, the Town hereby confirms that it will examine its current fee schedule, and the reasonably estimated costs of administering the required services of the building department and fire marshal, and shall consider reducing such fees for large commercial or mixed-use construction projects similar to Storrs Center to reflect more accurately the cost to the Town of providing the services related to such fees; provided, however, that any such reduction resulting therefrom shall not apply to Phases 1A and 1B. SCA and EDR also acknowledge that the Planning and Zoning Commission fees currently set forth in Section 122.2 of the Town Code shall apply to the Project. Notwithstanding the foregoing, for any building permit application filed prior to the tenth anniversary of this Agreement for any phase of Storrs Center other than Phases 1A and 1B, in the event that the total of all (i) building permit fees, (ii) the Fire Prevention Services Fee, and (iii) any substitutes for or additions to such fees payable to the Town of Mansfield, exceeds \$12/\$1,000 of estimated building cost (as increased as provided in the following proviso), the Town shall provide (to the extent legally permissible under Section 12-65b of the Connecticut General Statutes) a tax abatement agreement for the benefit of the party paying such fees; so that the property taxes for such property shall be fully abated until such party has received benefits with a value equivalent to the portion of fees paid in excess of \$12/\$1,000 (as increased as aforesaid); provided, however, that the rate shall increase every three years from the date hereof by a percentage equal to the increase during the preceding three (3) year period in the CPI, but not more than 10% in any three (3) year period and in no event shall the rate be less than that payable in the preceding year.

Section 8.06 Developer Party Construction Contractors. The Parties hereby confirm that SCA and EDR have given the Town notice of the identity of the firms it is considering to hire as general contractor, and the Town has had a reasonable opportunity to comment thereon. The Town has no objection to such contractors. If SCA or EDR desires to engage any other firm as general contractor, it shall give the Town a reasonable opportunity to comment thereon.

ARTICLE 9

PARKING

Section 9.01 Parking Requirements. The Parties recognize the need for adequate parking to service the Residential Component and the Commercial Component. It is anticipated that parking utilized to satisfy applicable Legal Requirements with respect to Phases 1A and 1B will be provided (i) on the internal public streets being improved as part of Phases 1A and 1B (the "Internal On-Street Parking"); (ii) in the Dog Lane Lot; (iii) in the Public Garage, and (iv) on the portion of Storrs Road

Chapter 107. BUILDING CONSTRUCTION

§ 107-6. Exception.

Except for the mandatory education fee noted in the preceding § 107-5, nothing in this chapter shall limit the authority of the Town Council as set forth in Town of Mansfield Charter § C303 to contractually establish any alternative schedule of fees for any large multifamily, commercial or mixed use construction project to reflect more accurately the cost to the Town of providing the services related to such fees.

PAGE
BREAK



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *Matt H*
CC: Maria Capriola, Assistant Town Manager; Lon Hultgren, Director of Public Works; Cherie Trahan, Director of Finance
Date: May 28, 2013
Re: Agreement between the Town of Mansfield and Regional School District 19 for Parking Lot Services

Subject Matter/Background

Staff is working on a proposed Agreement between the Town of Mansfield and Regional School District 19 for Parking Lot Services. This agreement would succeed the agreement between the Town and Region 19 that is set to expire on June 30, 2013.

The services provided under the expiring agreement include *grounds* and parking lot maintenance. The scope of the proposed successor agreement is limited to parking lot maintenance, as Region 19 now intends to maintain its grounds utilizing its own forces.

In accordance with our discussions with the Finance Committee, staff has prepared the agreement to fund the Town's costs associated with providing the maintenance services to Region 19. For example, for labor costs the proposed agreement would include a fringe rate necessary to cover the expense of all employee benefits as well as estimated other post-employment benefit (OPEB) liabilities.

I have forwarded a copy of the proposed agreement to the Region 19 Superintendent of Schools. Depending on the Superintendent's response, we can present the proposed agreement to the Council at Tuesday's meeting or at the June 10, 2013 meeting.

PAGE
BREAK

**MANSFIELD DOWNTOWN PARTNERSHIP
EXECUTIVE COMMITTEE
SPECIAL MEETING
TOWN HALL – CONFERENCE ROOM B**

THURSDAY, APRIL 18, 2013

3:00 pm

MINUTES

Present: Steve Bacon, Harry Birkenruth, Frank McNabb (by phone), Betsy Paterson, and Steve Rogers

Guests: Matt Hart (by phone), Dennis O'Brien (Town attorney)

Staff: Cynthia van Zelm, John Zaccaro

1. Call to Order

Steve Bacon, Partnership Vice President, called the meeting to order at 3:09 pm.

2. Approval of March 28, 2013 Minutes

Betsy Paterson made a motion to approve the March 28, 2013 Minutes. Steve Rogers seconded the motion. The motion was approved.

Betsy Paterson made a motion to go into executive session pursuant to the applicable provisions of the Freedom of Information Act, particularly Connecticut General Statutes sections 1-200 (6) (E) and 1-210 (b) (5), to receive commercial or financial information not required by statute and given in confidence by the Storrs Center Master Developer's representatives. Harry Birkenruth seconded the motion. The motion was approved.

3. Executive Session pursuant to Connecticut General Statutes sections 1-200 (6) (E) and 1-210 (b) (5)

Present: Mr. Bacon, Mr. Birkenruth, Mr. McNabb (by phone), Ms. Paterson, Mr. Rogers

Also Present: Mr. Hart, Mr. Kaufman, Mr. O'Brien, Ms. van Zelm, Mr. Zaccaro

The Committee came out of Executive Session.

4. Adjourn

Ms. Paterson made a motion to adjourn. Mr. Rogers seconded the motion. The meeting adjourned at 4:27 pm.

Historic District Commission
Minutes
Revised

Meeting April 9, 2013

The meeting convened at 7:00 p.m.

Members Attending: G. Bruhn, J. McGarry, L. Minearo, D. Spencer (by letter), G. Samuelson

Others Attending: Rev. Ann Plumley, Jo-Anne Roberts, Carol McMillan, 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 was held and taped. Members present gave their individual opinions of the sign and were unanimous in their impressions that the sign did not fit with the historic character of this most important historic district. A motion for denial of the certificate of appropriateness was presented and seconded. The vote was unanimous in supporting denial.

Members decided that we would hold an ad-hoc meeting on Tuesday, April 16 at 7:00 to discuss, as a group, suggestions for a sign that would be acceptable to the Commission. It was also agreed that G. Bruhn would compose a letter to go to the three church members present, along with the official denial of the certificate.

The meeting adjourned at 8:10 p.m.

Respectfully submitted,

Gail Bruhn
Chairman

HOUSING AUTHORITY OF THE TOWN OF MANSFIELD

REGULAR MEETING MINUTES

Housing Authority Office

April 18, 2013

8:00 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 8:02 a.m. by the Chairperson.

MINUTES

A motion was made by Ms Hall and seconded by Ms Ward to accept the minutes of the March 21, 2013 Regular Meeting. Motion approved unanimously.

COMMENTS FROM THE PUBLIC

None

COMMUNICATIONS

Ms Fields received an invitation from Mansfield Tomorrow to participate in the Housing Focus Group and was requested to invite a representative from the Board and provide a recommendation for a tenant that might be interested in participating. Ms Ward agreed to be the representative from the Board. Ms Fields will send emails to tenants at Holinko Estates and a memo to tenants at Wrights asking for interested persons to contact the office.

REPORTS OF THE DIRECTOR

Bills

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

Financial Reports –A (General)

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

Financial Report-B (Section 8 Statistical Report)

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

Ms Fields reviewed the latest updates from NAHRO and HUD regarding the status of the Section 8 Program funding for both the Housing Assistance Payments and the Administration costs of the program.

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

None

UNFINISHED BUSINESS

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 Ward to invite Ms Fields to the Executive Session and to go into Executive Session at 9:15 a.m. Motion approved unanimously.

The Board adjourned Executive Session at 9:25 a.m.

Holinko Estates and Wrights Village Landscaping

The Board will attend the presentation of the landscape design plans for both Holinko Estates and Wrights Village at UCONN by the Plant Design class at 10:00 am today.

NEW BUSINESS

None

MEETING DATE CHANGE

No Change

OTHER BUSINESS

None

ADJOURNMENT

The Chairperson declared the meeting adjourned at 9:30 a.m. without objection.

Dexter Eddy, Secretary

Approved:

Richard Long, Chairperson

APPROVED

Human Services Advisory Committee Minutes of March 20, 2013 Meeting

Present: Ethel Mantzaris (YSB), chair; Ron Baker (Member At Large); Dexter Eddy (Housing Authority); Bev Korba (Senior Center); Joan Terry (Comm. on Aging); Kevin Grunwald (Staff)

Absent: Sara Anderson (Advocates for Children); Fred Goetz (Advisory Comm. on the Needs of Persons with Disabilities); Lorraine Kenowski (Member At Large); Victoria Nimirowski (WAIM)

Guests: Lida Bolikur, Matt Hart, Town Manager; Bettejane Karnes, Toni Moran, Town Council Member; Linda Savage

As chair of the Town Council's Personnel Committee Toni Moran explained the position of the committee regarding the three vacancies in the Human Services department. The committee feels this is a good time to look at the structure of the personnel in the department. They are looking for information regarding the client base serviced by each position.

Matt Hart said that all three vacant positions are included in the new budget plus funds are proposed to increase the hours for the transportation coordinator and to restore the Youth Service Bureau's challenge program. One of the main questions to be answered is: do we want to provide counseling services or referral services? He also feels it is important to look at the senior services and adult services positions to see how they can best serve the needs of the community.

Matt circulated a memo that included three questions that will hopefully provide information to help decide how to shape the future of the Human Services department. Each of the representatives on the Advisory Committee was asked to meet with their committees to discuss the questions. A special meeting of this Advisory Committee will be held on April 3 at 2:00 p.m. to present the results of the discussions.

Matt also brought up a request from the Mansfield Nursing and Rehab Center asking that the new van be made available for them to transport patients to medical appointments. After some discussion, it was the consensus of the Advisory Committee that it is too early to expand the services beyond the trips currently proposed. Once the Town's needs for the van have been established the MNRC request could be reconsidered.

The minutes of the February 20, 2013 meeting were approved as submitted.

Highlights – Kevin reported the following activity for the department.

- The FoodShare program continues to be utilized by an increasing number of residents. Several residents of Juniper Hill are picked up by our van to bring them to the distribution site.
- The hours of the transportation coordinator have been increased from 10 to 15 per week to allow time for the coordinator to drive the new van on trips.
- A grant will be submitted asking for funds to renew the program that provides drivers to take residents to medical appointment outside the local area.
- Fixed route trips with the new van began this week. Usage will be reviewed after three months.
- The Town Council approved the submission of a Small Cities grant to request funds for a playground.

Recommendations Regarding this Committee's Future – Kevin circulated a memo written on behalf of our committee regarding our assessment of the continuation of the advisory committee. The recommendations included in the memo were approved with one change. The at-large representative should read *recommended* rather than *required*.

Respectfully submitted,
Joan Terry, secretary

Next Meeting
April 3

**MANSFIELD DOWNTOWN PARTNERSHIP
BOARD OF DIRECTORS
Thursday, February 7, 2013
Mansfield Town Hall**

4:00 PM

MINUTES

Present: Steve Bacon, Carl D'Oleo-Lundgren, Matt Hart, George Jones, Michael Kirk, Philip Lodewick, Frank McNabb, Toni Moran, Betsy Paterson, Chris Paulhus, Kristin Schwab, Bill Simpson, Ted Yungclas

Staff: Cynthia van Zelm

1. Call to Order

Board President Philip Lodewick called the meeting to order at 4:05 pm.

2. Opportunity for Public to Comment

There was no public comment.

3. Mansfield Tomorrow – Jennifer Kaufman, Town of Mansfield's Natural Resources and Sustainability Coordinator, and Mansfield Tomorrow Project Manager

Jennifer Kaufman, the Town's Natural Resources and Sustainability Coordinator, and Mansfield Tomorrow Project Manager, gave an update on Mansfield Tomorrow. She gave a Power Point presentation and passed out a one page info sheet on the project.

Ms. Kaufman said that Town Director of Planning and Development Linda Painter had noted the changes that were happening in town i.e., Storrs Center, the UConn Tech Park. She saw an opportunity to apply for a grant through HUD that would allow the Town to be proactive in planning for its future. The Town was one of only a few communities to receive the competitive grant. The main goals of the grant are to update the Town's comprehensive plan and to adopt zoning and subdivision regulations that reflect the plan. In addition, policies for housing, economic development,

C:\Users\BourqueS\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.Outlook\ONIZWG66\Minutes02-07-13.doc

and agriculture are key components of the Mansfield Tomorrow Plan. One of the main elements of the process is to create broad participation.

An initial kick-off meeting last week was attended by over 90 people and an agriculture forum on Saturday attracted over 50 people. A community visioning forum will be held on March 9 at E.O. Smith High School.

Ms. Kaufman said the goal is to have a draft Plan done by late 2013 with final approval by the Planning and Zoning Commission (PZC) in 2014.

Ms. Kaufman said there is an advisory group that represents many of the committees and boards in town.

Betsy Paterson commended Ms. Kaufman and Ms. Painter for their work on Mansfield Tomorrow.

Cynthia van Zelm asked how the Partnership can help. Ms. Kaufman said one idea is to put up table tents at restaurants about upcoming meetings. She said the team also needs help reaching out to residents in southwestern Mansfield, as well as in subsidized housing.

Ms. Paterson suggested sending out information to the Partnership's database. Ms. van Zelm will follow-up with Ms. Kaufman on this initiative.

Ms. van Zelm said that Toni Moran had agreed to serve as the Partnership's representative on the advisory committee. Ms. van Zelm will send a letter to the PZC to that effect.

4. Approval of Minutes of January 3, 2013

Betsy Paterson made a motion to approve the minutes of January 3, 2013. Chris Paulhus seconded the motion. The motion was approved.

5. Executive Director Report

Ms. van Zelm updated the Board on her work on parking in Storrs Center and on an operations plan for Storrs Center.

Ms. van Zelm said she has been staffing quarterly meetings with a staff team of Matt Hart, Lon Hultgren (Town's Director of Public Works), and representatives from Leyland and Central Parking (Leyland's parking operator). These meetings serve as check-ins to address any parking

issues. She said the team is looking at additional directional parking signs, especially on Storrs Road.

Ms. van Zelm said she has also been organizing the approval of parking constables from Central, E.O. Smith High School and the private lots. Under the Storrs Center Parking Management Plan, constables can ticket cars if they are illegally parked.

Ms. van Zelm said the Parking Steering Committee that met for three years is now meeting on a quarterly basis. The Committee's next meeting is next week. The Committee includes representatives from UConn and the Windham Region Transit District.

Toni Moran said she had heard concerns about there not being enough close by handicapped parking. Ms. van Zelm said she has heard from a number of people as well and she asked Leyland to consider additional handicapped parking behind 9 Dog Lane. It is likely this will happen but she is waiting for confirmation. She noted the difficulty in placing handicapped parking now on Dog Lane because of the need to cut into the curbs and sidewalks.

Ms. van Zelm said she has been working with Mr. Hart and Mr. Hultgren on a Storrs Center operations plan that delineates who will be shoveling sidewalks, maintaining infrastructure, etc. With so many entities (Town, UConn, EdR, Leyland) it was important to produce this working document. She and Mr. Hart and Mr. Hultgren meet twice a month, while a team that also includes EdR, Leyland, and Central meet quarterly. She said that operations checklists are in place for the Town, EdR and Central to follow on a regular basis.

Mr. Hart had asked Ms. van Zelm to look into best practices for maintaining public and private infrastructure in a "first class manner" as outlined in the development agreement between the Town, Leyland and EdR. Ms. van Zelm has surveyed her downtown colleagues for their process.

Ms. van Zelm said she and Mr. Hart and Mr. Hultgren are continuing to review a proposal to bring the Partnership into the intermodal transportation center. Any proposal would be brought to the Board.

Kristin Schwab asked if there are other towns that have volunteer ambassadors. Ms. van Zelm said there are other towns that have ambassadors including Hartford. She said the Parking Management Plan

includes a section on looking at ambassadors, in particular, for the intermodal transportation center.

Ms. van Zelm said there are two working groups of the Board that have been set up. One is to look at for sale housing and the other is to help Leyland with its retail recruitment. Ms. van Zelm said the for sale housing group includes Mr. Hart, Mr. Lodewick, Harry Birkenruth, Tom Callahan, and Dave Pepin. Mr. Callahan and Mr. Pepin serve on the Board's Finance and Administration Committee. Ms. van Zelm referenced the housing survey that has gone out through UConn to its faculty and staff, the UConn Alumni Assoc., the Leyland database, and the Partnership database. She said the team will meet again in early March.

Mr. Lodewick said the initial survey results show a lot of interest in housing in Storrs Center. He has suggested that those that have done so be contacted directly to ascertain their specific interest.

Ms. van Zelm said the retail working group includes her, Mr. Hart, Mr. Lodewick, and Steve Bacon. She said that Shuprotim Bhaumik with HR&A will be assisting the Partnership and Leyland with reviewing the retail market and looking at where to recruit.

Ms. van Zelm asked other Board members to let her know if they want to get involved in any of these groups.

Ms. van Zelm said the team at the Oaks indicated that they are on track for leasing the current buildings and the new building to open in August.

Ms. van Zelm said that 2nd membership renewal letters will go out early next week and encouraged everyone to renew.

Ms. van Zelm said the March 7 Board meeting will be at the Mansfield Public Library.

6. Appointment of Committee Member

Kristin Schwab made a motion to appoint Cara Workman to the Advertising and Promotion Committee. Steve Bacon seconded the motion. Mike Kirk said that Ms. Workman is the Director of University Events and Conference Services at UConn. The motion was approved.

7. Review of Partnership Three-Year Strategic Plan

Ms. van Zelm said the Strategic Plan includes a continued focus on Storrs Center. Ms. van Zelm said the Executive Committee met twice since the Board workshop in October on the Plan. The goals reflect the goals identified at the workshop with some modifications. They have been divided into sections on Storrs Center, Four Corners and King Hill Road, Downtown District, and Organization and Structure. Ms. van Zelm said the Partnership's consultant Management Partners has drafted an implementation plan. She wants to make some changes and then will bring it back to the Executive Committee for review.

Mr. Hart said the Plan was well done and he made a motion to approve the Mansfield Downtown Partnership Strategic Plan 2013-2015. Mr. Bacon seconded the motion. The motion was approved.

8. Update on Process for Conflict of Interest Disclosure

Ms. van Zelm referred to Partnership's attorney John Zaccaro's opinion that the University of Connecticut appointees on the Board do not need to disclose to the Towns' Board of Ethics, and potentially recuse themselves each time the Partnership takes any action that might affect the University. All actions should be reviewed on a case by case basis.

9. Four Corners Sewer and Water Advisory Committee Update

Mr. Hart said acceptance of comments on the DRAFT Environmental Impact Evaluation (EIE) was extended to January 31, 2013. He said a hearing was held in Farmington at the UConn Health Center to address some of the concerns coming from that community. He and Ms. Paterson attended the hearing. Mr. Hart said over 300 comments have been received; UConn will need to provide responses to the comments. He will work with UConn on next steps.

With respect to sewer planning at Four Corners, the pump station design is almost complete.

10. Report from Committees

Advertising and Promotion

Ms. Schwab said the Committee will meet next week.

She said that Barry Schreier with Sweet Emotions and a Mansfield resident has agreed to serve on the Committee. Ms. Moran made a motion to

appoint Mr. Schreier to the Committee. Ms. Paterson seconded the motion. The motion was approved.

Business Development and Retention

Ms. van Zelm said that Steve Rogers is out of town. The Committee meeting scheduled for February 14 has been cancelled.

Finance and Administration

In Harry Birkenruth's absence, Ms. van Zelm reported that the Committee approved relocation claims for Husky Pizza, Subway, and Travel Planners.

She said the Committee will address the Partnership budget again at its February meeting.

Ms. van Zelm said the December 31, 2013 financials were reviewed. There was nothing major to report except that the Partnership is in the midst of its membership renewal campaign.

Membership Development

Frank McNabb said Committee members staffed busy tables at the UConn Co-op (upon start of spring semester) and at Gampel. Most of the questions are about housing.

He said that 188 members had renewed thus far for a total of \$9,820.

Nominating

Mr. Lodewick said the Nominating Committee will meet on March 7 to discuss Board nominations.

Planning and Design

Mr. Bacon said the Committee will meet on the 19th to review the draft zoning permit application for the grocery store site. LeylandAlliance and Price Chopper will be at the meeting.

He said the Partnership will need to hold a public hearing on the application and make a recommendation to Director of Planning and Development Linda Painter. If it is approved, construction could start in May/June.

11. Other

Mr. Lodewick announced that Macon Toledano with Leyland will be leaving for a position at the Lyndhurst Foundation in Chattanooga, TN. He and the Board recognized Mr. Toledano's accomplishments and said he will be sorely missed. A farewell reception will be held for him at the end of February.

12. Adjourn

Mr. Paulhus made a motion to adjourn. George Jones seconded the motion. The motion was approved. The meeting adjourned at 5 pm.

Minutes taken by Cynthia van Zelm.

**MANSFIELD DOWNTOWN PARTNERSHIP
BOARD OF DIRECTORS
Thursday, March 7, 2013
Mansfield Public Library
Buchanan Auditorium**

4:00 PM

MINUTES

Present: Steve Bacon, Harry Birkenruth, Carl D'Oleo-Lundgren, Matt Hart, Dennis Heffley, George Jones, Philip Lodewick, Paul McCarthy, Frank McNabb, Toni Moran, Betsy Paterson, Chris Paulhus, Alex Roe, Kristin Schwab, Bill Simpson,

Staff: Cynthia van Zelm

1. Call to Order

Board President Philip Lodewick called the meeting to order at 4:00 pm.

2. Opportunity for Public to Comment

There was no public comment.

3. Approval of Minutes of February 7, 2013

Toni Moran made a motion to approve the minutes of February 7, 2013. Betsy Paterson seconded the motion. The motion was approved.

4. Update on UConn Tech Park – Mary Holz-Clause, University of Connecticut Vice President for Economic Development

Mary Holz-Clause, UConn's Vice President for Economic Development, conducted a Power Point presentation on the UConn Tech Park. She noted that she looks forward to partnering with the Partnership on this new venture for UConn.

Dr. Holz-Clause said the goal of the Tech Park is to spur innovation, creativity and economic development. The plan is to help companies start up and then move on to manufacturing or industrial areas.

She said the location of the Tech Park is important at the Storrs campus as industry want to come here because of the pipeline of talented people at UConn. The Tech Park needs to be close by to the UConn faculty so that collaboration can be seamless. A company must have an affiliation with UConn to be part of the Tech Park.

The plan is to include 900,000 square feet in the Tech Park area with the first Innovation building to take 125,000 square feet. The first building will likely focus on aerospace and computer hardware. Life science will also be a big part of the Tech Park including genomics innovations.

Dr. Holz-Clause said that General Electric has provided a gift to UConn to focus on professorships and fellowships for graduate students.

Alex Roe updated the Board on the planning for the Tech Park. She said the architectural firm of Skidmore Owings & Merrill was hired to prepare the design of the Tech Park.

Ms. Roe said the goal is to go out to bid on the road connecting the Tech Park to Route 44 in the next few months. However, this road is not needed to open the first building.

She said the UConn team met with industry to ascertain their needs for the Tech Park. The focus is on additive manufacturing in the first building.

Ms. Roe showed some interior renderings and also an outdoor courtyard. She said there is adequate water supply for the first building.

Matt Hart asked how to respond to the question of why the Tech Park could not be located in a different location closer to required infrastructure. Dr. Holz-Clause and Ms. Roe said the proximity to the main campus is very important to access the faculty and graduate students.

Toni Moran asked about the impact of the Tech Park on housing and the schools in Mansfield. Dr. Holz-Clause said there is planned to be 150 staff at the Tech Park at the start so she did not think the initial hiring would have a significant impact. She said that some people will be here for a few days to a month and it will be important to provide them with a place to stay.

Ms. Moran asked if Dr. Holz-Clause knows the general age of employees at the Tech Park. Dr. Holz-Clause said she would look into this question.

Cynthia van Zelm asked how the Partnership can help. Dr. Holz-Clause said it will be important to receive information on Storrs Center to use in marketing and communicating about the Tech Park.

Mr. Lodewick thanked Dr. Holz-Clause for her presentation.

5. Executive Director Report and Evaluation

Mr. Lodewick asked that Board members return the yearly evaluation of Executive Director Cynthia van Zelm's performance by March 20. Ms. van Zelm said she will prepare a self-evaluation for Board members.

Ms. van Zelm handed out Festival on the Green Save the Date postcards and the final Partnership Three-Year Strategic Plan. She said she will be working with the Executive Committee on follow-up to implement the Strategic Plan.

6. Storrs Center Update and Action Items

Ms. van Zelm said the Partnership had received back six proposal for design of the Town Square. An interview panel has been set up including Board members Steve Bacon and Kristin Schwab. The goal is for design to start in March with construction in the fall.

Ms. van Zelm said that WJ Mountford from South Windsor has been selected to construct the Nash-Zimmer Transportation Center with completion scheduled in October.

Ms. van Zelm said the zoning permit application process has started for approval of the Phase 4 site (grocery store and 5,000 square foot building) and T3-3 mixed use building. A Partnership public hearing is scheduled for April 3 at 7 pm.

Ms. van Zelm said the residential leasing is going well per The Oaks on the Square. She said Leyland will hold focus groups on April 16 and 17 to ascertain interest and ideas about the for-sale housing. Leyland is also looking at product design as well.

Ms. van Zelm said she is also working on getting the word out on the positive economics of Storrs Center thus far. An update was included in the Partnership's monthly update. Matt Hart said he plans to include similar information in a Town newsletter. Bill Simpson suggested distributing information about the economics in the Chamber of Commerce newsletter. Kristin Schwab asked when the 7 year tax abatement for Leyland/EdR starts. Mr. Hart said it starts next year for Phase 1A and the following year for Phase 1B. He confirmed that the abatement is only for these phases.

7. Four Corners Sewer and Water Advisory Committee Update and Discussion of Partnership position on Committee

Ms. van Zelm referred to her memo to the Board and said that the Partnership position on the Four Corners Sewer and Water Advisory Committee has been vacant since Phil Spak resigned from the Committee a few years ago. The Town's Committee on Committees has asked that a Partnership representative be appointed. As a member of the Committee on Committees, Ms. Moran said that she thinks it is important that the Partnership member be someone other than an elected official or staff. Mr. Lodewick agreed that representation by

the Partnership on the committee is important. Ms. van Zelm will reach out to Partnership committee members to see if anyone is interested in serving.

8. Report from Committees

Advertising and Promotion

Ms. Schwab said the Committee met last month and welcomed Cara Workman and Barry Schreier to the Committee. She said the Committee spent some time at the last meeting, discussing the Committee's role. The Committee will continue this discussion vis a vis the Partnership's Strategic Plan at its next meeting.

Business Development and Retention

In Chair Steve Rogers absence, Ms. van Zelm said the Committee had not met last month.

Executive Committee

Steve Bacon said the Executive Committee had met in Executive Session at its last meeting.

Festival on the Green

Ms. Paterson said the Committee had just started to meet and was working on securing music early.

Finance and Administration

Harry Birkenruth said the Committee approved the last two relocation claims for Skora's Barber Shop and Body Language. He said the expenses for relocation will come in under budget both from the original estimate in 2005 and more recent estimates. He said that 70 percent of the businesses that were affected by relocation were able to stay in Mansfield. He reiterated that Leyland pays half of the relocation, the Town the other half.

Mr. Birkenruth said the revised Partnership budget will be considered at the March Finance and Administration Committee meeting and for the Board at its April meeting.

Membership Development

Frank McNabb said Partnership and Committee members staffed tables at Gampel and Jorgensen.

He said that 225 members had renewed thus far for a total of \$11,400. A third renewal letter will go out in April.

Nominating

Mr. Lodewick said the Nominating Committee met before the Board meeting and are working to nominate two Board members to replace Ms. Schwab and Mr. McNabb. The new members would be voted on by the full membership at the Annual Meeting. Committee chairs for the

Advertising and Promotion, and Membership Development Committees need to be appointed as well.

Mr. Lodewick said the Annual Meeting is scheduled for June 20. He is working on an idea for a speaker.

Planning and Design

Mr. Bacon said the Committee met with representatives from LeylandAlliance and Price Chopper to review the plans for Price Chopper, the 5,000 square foot commercial building, and the TS-3 mixed-use building.

Mr. Bacon said the Committee was generally pleased with the Price Chopper design.

He said the TS-3 building would have 92 apartments and 8 of them would include dining areas.

Mr. Bacon said the consensus of the Committee was that the plans meet the Storrs Center Special Design District regulations pending a review of colors and materials.

Mr. Bacon said he would like to have seen more done with the interior design of the apartments to appeal to a wide audience. The Board discussed this and agreed that Mr. Lodewick will speak to Leyland and EdR to provide a follow-up presentation on the layout of the apartments.

9. Adjourn

Mr. Simpson made a motion to adjourn. Chris Paulhus seconded the motion. The motion was approved. The meeting adjourned at 5:35 pm.

Minutes taken by Cynthia van Zelm.

**MANSFIELD DOWNTOWN PARTNERSHIP
BOARD OF DIRECTORS
SPECIAL MEETING
Wednesday, March 13, 2013
Mansfield Town Hall**

4:00 PM

DRAFT MINUTES

Present: Steve Bacon, Harry Birkenruth, Matt Hart, George Jones, Michael Kirk, Philip Lodewick (by phone), Betsy Paterson, Steve Rogers, Kristin Schwab, Ted Yungclas

Staff: Cynthia van Zelm

Guests: Howard Kaufman and Lou Marquet from LeylandAlliance; Jeffrey Resetco from EdR

1. Call to Order

Board President Philip Lodewick called the meeting to order at 4:02 pm.

2. Discussion of Storrs Center Housing

Mr. Lodewick referenced a discussion at the last Board meeting about the design of the apartments in Phase 1C in the TS-3 building. Board members had questions about the design and whether it appeals to the entire community. Jeffrey Resetco described the proposed mixed-use building confirming that some changes were made to the layout of apartments in response to feedback from potential residential tenants. He said that EdR units are generally smaller but with high quality finishes. Construction costs are a factor in keeping the rental units small.

Mr. Resetco said there are 92 apartments in the new building which includes commercial uses on the first floor and residential on the next four floors. The building will border Storrs Road and the Town Square. He said there are six prime corners on each floor in this building that have more windows and more space. These units were "bumped out" of the rectangle shape. He said of these 24 units, the eight one bedrooms have a dining

C:\Users\BourqueS\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.Outlook\ONIZWG66\Minutes03-13-13SpMtg.doc

area. The two and three bedrooms allow a 2nd bedroom to serve as a den, dining room area, office, etc. One does not need to walk through another room or a bathroom to get to these spaces.

Mr. Resetco, Howard Kaufman, and Lou Marquet said they are seeing trends among young professionals where they want to be close to a downtown or center where they can walk. They are willing to give up spaces for the amenities and vibrant feel of a center.

Kristin Schwab asked if all the new apartments will open into the kitchen. She said there have been concerns from potential tenants about walking directly into the kitchen. Mr. Resetco said there are a few units that have a small entryway before you get to the kitchen.

Steve Bacon asked if any of the units in Phases 1A and 1B were similar to the 24 units Mr. Resetco referred to as being different than the balance of the units. Mr. Resetco said there are some apartments in Phases 1A and 1B that have the corner windows which were very appealing to residents. EdR wanted to emulate that design in Phase 1C.

Steve Rogers asked if there was consideration of balconies. Mr. Marquet said this was reviewed but would not work from a structure standpoint.

Mr. Kaufman reported on the for sale housing phase. He said that Leyland and the Partnership had conducted a survey through the Partnership, Leyland, UConn faculty and staff, and Alumni Association databases. He said that Leyland had a market study done as well. Mr. Kaufman said that some initial designs are being developed to test the market. He also said that focus groups are planned in April to further define the market.

Mr. Bacon asked if housing is planned for Wilbur Cross Way. Mr. Kaufman said this is still an open discussion.

Mr. Kaufman said the UConn Tech Park will likely bring a new market to Storrs Center.

Mr. Bacon noted that the Planning and Design Committee meeting only included a discussion of the eight units with dining areas, not that there would be other units with a varied design. This is positive and important distinction.

Ted Yungclas and Mike Kirk noted that the demand for housing on campus remains very high.

Mr. Resetco said he will encourage EdR/The Oaks on the Square staff to continue to market to a broad audience.

Cynthia van Zelm said the next step is for Leyland to submit a zoning permit application on the TS-3 building for review by the Partnership and ultimately by the Town's Director of Planning and Development. This should happen within the week.

3. Adjourn

Mr. Rogers made a motion to adjourn. Matt Hart seconded the motion. The motion was approved. The meeting adjourned at 5:15 pm.

Minutes taken by Cynthia van Zelm.

**MANSFIELD DOWNTOWN PARTNERSHIP
BOARD OF DIRECTORS
Thursday, April 4, 2013
Mansfield Town Hall**

4:00 PM

MINUTES

Present: Steve Bacon, Harry Birkenruth, Carl D'Oleo-Lundgren, Matt Hart, George Jones, Mike Kirk, Paul McCarthy, Frank McNabb, Toni Moran, Alex Roe, Steve Rogers, Kristin Schwab

Staff: Cynthia van Zelm

Guests: Howard Kaufman and Lou Marquet with LeylandAlliance

1. Call to Order

In Board President Philip Lodewick's absence, Board Vice President Steve Bacon called the meeting to order at 4:00 pm.

2. Opportunity for Public to Comment

There was no public comment.

3. Approval of Minutes of March 7, 2013 and March 13, 2013

Toni Moran made a motion to approve the minutes of March 7, 2013. Alex Roe seconded the motion. The motion was approved with one abstention from Steve Rogers.

Matt Hart made a motion to approve the minutes of March 13, 2013. Mike Kirk seconded the motion. The motion was approved with one abstention from Ms. Moran.

Mr. Bacon suggested the agenda be revised to allow the discussion of the zoning permit applications and the budget to occur before the Executive Director report. Ms. Roe made such a motion. George Jones seconded the motion. The motion was approved unanimously.

4. Review and Consideration of Storrs Center Phase 4: Market Square, and Storrs Center Phase 1C: Building Town Square 3 (TS-3) Zoning Permit applications

Mr. Bacon noted that the public hearing on the Storrs Center Phase 4: Market Square, and Storrs Center Phase 1C: Building Town Square 3 (TS-3) Zoning Permit applications was held last night. Mr. Bacon said there were comments from two people on each application.

Ms. Moran made the following motion: In accordance with Mansfield Zoning Regulations Article X, Section S ("Storrs Center Special Design District regulations"), the Mansfield Downtown Partnership held a public hearing on April 3, 2013, for the purpose of hearing public comment on the consistency of the zoning permit application for Storrs Center Phase 4: Market Square, ("the Market Square Application") with the Storrs Center Special Design District regulations. Based on its review, and on the recommendation of the Partnership's Planning and Design Committee, and subject to the Mansfield Director of Planning and Development's review and consideration of technical issues and public comment, related to the Market Square Application, the Partnership Board of Directors finds that, to the best of its knowledge and judgment, the Market Square Application fully complies with the requirements of the Storrs Center Special Design District regulations, in general. President Philip Lodewick is authorized formally to convey this advisory opinion to the Mansfield Director of Planning and Development. Mr. Jones seconded the motion.

Ms. Moran said there were some concerns raised about the location of handicapped parking on the grocery store site that the spaces may be too far from the door of the store. Mr. Bacon said that Geoff Fitzgerald, civil engineer with BL Companies, said the six spaces were actually in excess of the statutory requirement. The concern with moving them closer to the building is that they would be adjacent to where cars will pull into the grocery store parking lot. Ms. Moran said she would expect the Advisory Committee on Persons with Disabilities to review the plans. Ms. van Zelm said she had spoken with the Director of Human Services and the Committee had not raised concerns about the location of the handicapped spots in the grocery store lot.

Mr. Bacon referenced the comments from the Planning and Zoning Commission that Ms. van Zelm had sent along earlier to the Board. One of the concerns was with the retaining wall along the grocery store side on Wilbur Cross Way. The Commission suggested that it have some relief or treatment to break it up. Steve Rogers agreed that the wall as currently designed does not provide a pleasant pedestrian experience. Ms. Roe agreed.

Mr. Hart asked if there will be green space along the wall. Howard Kaufman said there will be trees planted along the wall. Lou Marquet said the wall is about 8 feet tall. He suggested that a textured plan wall could be designed so the wall is not a continuous row of blocks. Different colors could also help. Ms. Roe said the wall should be softened as people will be walking on sidewalks on both sides of Wilbur Cross Way. Kristin Schwab asked if the wall could be used for public art. Mr. Kaufman said it would be an opportunity for the UConn Art Department to get involved.

Mr. Kirk left the meeting.

Ms. Roe suggested that the motion be amended to ask that the Director of Planning and Development take into consideration the Planning and Zoning Commission's comments on the wall. Mr. Rogers seconded the motion. The amendment was approved.

Mr. Bacon said there was some concern expressed at the public hearing about materials. The brick being proposed is not structural but a thin brick, similar to what was used in some areas on the Phase 1A and 1B buildings.

Mr. Bacon said another issue that came up was the type of trees to be used on Storrs Road. One of the speakers suggested conifer trees on Storrs Road but the response from the development team was there is sufficient screening and conifers may not offer the best view from the street. Ms. Schwab noted that conifers are subject to damage if they are near snow removal areas. Mr. Jones noted that deciduous trees allow for a canopy.

Mr. Bacon noted that other issues raised included shelters at bus stops and whether a strip could be done for a pedestrian walkway through the grocery store lot for a pedestrian strip. Mr. Bacon said that Mr. Fitzgerald had indicated there was not enough room in the lot. Ms. Moran asked if it was an ADA requirement. Ms. Schwab said it was not but was a good practice.

Mr. Marquet said that some of the bus stops will not have shelters. He said the canopies in the parking lot could help shelter people adjacent to the Storrs Road bus stop near the grocery store. There is a bus stop with shelters in front of the Town Hall and 1 Dog Lane on Storrs Road.

Ms. Roe made the following amended motion: In accordance with Mansfield Zoning Regulations Article X, Section S ("Storrs Center Special Design District regulations"), the Mansfield Downtown Partnership held a public hearing on April 3, 2013, for the purpose of hearing public comment on the consistency of the zoning permit application for Storrs Center Phase 4: Market Square, ("the Market Square Application") with the Storrs Center Special Design District regulations. Based on its review, and on the recommendation of the Partnership's Planning and Design Committee, and subject to the Mansfield Director of Planning and Development's review and consideration of technical issues and public comment, related to the Market Square Application, the Partnership Board of Directors finds that, to the best of its knowledge and judgment, the Market Square Application fully complies with the requirements of the Storrs Center Special Design District regulations, in general. The Partnership encourages the Director of Planning and Development to take into consideration the comments made by the Planning and Zoning Commission on April 1, 2013 with respect to the design/composition of the retaining wall along Wilbur Cross Way to provide relief/treatments to the wall. President Philip Lodewick is authorized formally to convey this advisory opinion to the Mansfield Director of Planning and Development. Mr. Rogers seconded the motion. The motion was approved.

Ms. Moran made the following motion: In accordance with Mansfield Zoning Regulations Article X, Section S ("Storrs Center Special Design District regulations"), the Mansfield Downtown Partnership held a public hearing on April 3, 2013, for the purpose of hearing public comment on the consistency of the zoning permit application for Storrs Center Phase 1C: Building Town Square 3 (TS-3), ("the Town Square 3 Application") with the Storrs Center Special Design District regulations. Based on its review, and on the recommendation of the Partnership's Planning and Design Committee, and subject to the Mansfield Director of Planning and Development's review and consideration of technical issues and public comment, related to the Town Square 3 Application, the Partnership Board of Directors finds that, to the best of its knowledge and judgment, the Town Square 3 Application fully complies with the requirements of the Storrs Center Special Design District regulations, in general. President Philip Lodewick is authorized formally to convey this advisory opinion to the Mansfield Director of Planning and Development. Mr. Rogers seconded the motion.

Mr. Bacon said the Planning and Zoning Commission expressed concern that the vertical embellishments on TS-3 look "fake." Mr. Hart asked Mr. Kaufman for his view. Mr. Kaufman said that while he agreed that in some areas of prior buildings, the roof line might be too decorative, he did not feel that way about the TS-3 building. Mr. Marquet said he felt that a decorative piece (which does have historic precedence) is needed to "hold" the north side of TS-3.

The motion was approved by the Board.

Mr. Kaufman and Mr. Marquet left the meeting.

5. Review and Approval of Budget for FY 2013-2014

Ms. van Zelm reviewed the budget. The major changes are a line item for a new desk for staff, the extension of the Office Assistant position to the next fiscal year (to be paid out of Fund Balance), and possible retail and signage consultant assistance. Ms. van Zelm said there are no salary increases built into the salary line items but in the contingency lines pending staff evaluations. Finance and Administration Chair Harry Birkenruth said the Committee endorsed the proposed budget. Mr. Birkenruth made a motion to approve the FY 2013-2014 budget for the Mansfield Downtown Partnership, Inc. Ms. Roe seconded the motion. The motion was approved.

6. Executive Director Report

Ms. van Zelm said that she and Mr. Kaufman would be providing an update on Storrs Center to the Town Council.

Ms. van Zelm said the focus groups on for sale housing will be held at a later time while Leyland does more research on product design, parking options, and price point.

Ms. van Zelm passed out the volunteer calendar for Board members to commit to an event.

Ms. van Zelm said that Storrs Center has received awards from the Associated Builders & Contractors, CT (Excellence in Construction Award), the CT Real Estate Exchange (award category to be announced on April 10), and Construction Managers Association of America – New England Chapter (Project Achievement Award).

She said that the Oaks on the Square is almost completely leased for August in the current buildings and the building to be opened in August.

Ms. van Zelm said that Kent + Frost had been chosen by an interview panel, including Ms. Schwab and Mr. Bacon, to design the Town Square. Ms. Schwab said she thought they would be a good fit and could help the Partnership fundraise for future phases of the Square. They recently designed a square in New London. Mr. Bacon said the team is also doing work with the Town's Parks and Rec Department on Town parks.

7. Four Corners Sewer and Water Advisory Committee Update and Discussion of Partnership position on Committee

Mr. Hart said the Committee is meeting next week. The Environmental Impact Evaluation is being finalized. The University is interested in getting out of the water business. The Town will be hiring its own legal counsel to help it navigate its own interests with respect to water.

8. Report from Committees

Advertising and Promotion

Ms. Schwab said the Committee reviewed a brochure that would serve as a promotional piece for the public spaces in the community.

The Committee also reviewed the Strategic Plan. The Committee felt that the Committee should not merge with the Membership and Development Committee as its missions are different.

The Committee also discussed ideas for the Grand Opening which is now planned for the Festival on the Green weekend.

Business Development and Retention

Mr. Rogers said the Committee will meet later in the month.

Executive Committee

Steve Bacon said the Executive Committee had met in Executive Session at its last meeting.

Festival on the Green

Chair Betsy Paterson was not at the meeting. Ms. Schwab said the Advertising and Promotion Committee had discussed involving the new downtown businesses as much as possible in the Festival.

Finance and Administration

Chair Harry Birkenruth said the Committee discussed reviewing the various development agreements.

Membership Development

Chair Frank McNabb said that 243 members had renewed thus far for a total of \$13,399. The Partnership will have a table at the UConn Open House in April.

Ms. Roe left the meeting.

Mr. Jones said he had suggested that information be provided at the various events that capture someone's eye. He suggested a board with photos, site plan, and a list of Storrs Center businesses. Ms. Moran suggested having restaurant menus at places where the Partnership has a presence.

Nominating

In Mr. Lodewick's absence, Ms. van Zelm said Mr. Lodewick will call two potential new Board members.

Planning and Design

Mr. Bacon said the Committee had passed a motion at its last meeting to recommend the Storrs Center Phase 4: Market Square, and Storrs Center Phase 1C: Building Town Square 3 (TS-3) Zoning Permit applications to the Board for approval.

8. Executive Director Evaluation

On behalf of Mr. Lodewick, Mr. Bacon passed along the comments from the Executive Committee that had conducted Ms. van Zelm's evaluation. The evaluation responses were very good.

Mr. Birkenruth said he would like to see Ms. van Zelm's position benchmarked against other similar positions in the state or nationally as the Executive Director position at the Partnership is unique. Mr. Hart said the position had been benchmarked against the Director of Planning and Development position at the Town about a year and a half ago. Further research will be done before recommending any change in salary.

9. Adjourn

Mr. Hart made a motion to adjourn. Mr. Birkenruth seconded the motion. The motion was approved. The meeting adjourned at 5:50 pm.

Minutes taken by Cynthia van Zelm.

APPROVED

Commission on Aging

Minutes of April 8, 2013

MEMBERS PRESENT: Will Bigl (2015), Sam Gordon (2014), April Holinko (2014), Bettejane Karnes (2015), Steve Kegler (2015), Bev Korba (2014), Laurie McMorrow (2014), Don Nolan (2014), Joan Terry (2013)
COMMUNITY REPRESENTATIVES: Estelle Elliot (Wright's Way), Marilyn Gerling (Glen Ridge), Emile Poirier (Jensen's)
STAFF: Cindy Dainton, Senior Ctr. Coord; Kevin Grunwald Dir. of Human Services
GUESTS: Matt Hart, Town Manager; Toni Moran, Town Council Personnel Committee; Maria Capriola, Asst. Town Manager; Steve LeGalt, Paradigm Healthcare Development

Minutes – The minutes of the March 11, special meeting were approved as written.

New Business – Councilor Toni Moran explained state PILOT funds and how much they affect Mansfield's budget. She said the Council is interested in determining how to best offer needed human services.

Matt Hart said the Senior Services position did not receive many applications when it was advertised last fall and has not been re-advertised due to a spending freeze put into effect in December. His proposed budget for 2013-14 contains funds for the three human service positions to be vacated (department head, senior services social worker, youth services counselor). It also proposed to increase the hours of the transportation coordinator and to restore the youth challenge program.

Toni Moran cautioned us to be careful regarding the word counseling as the word has a variety of definitions.

The Commission members expressed their opinions regarding the qualifications of the human services positions. Kevin said that there were

few calls for services requiring LCSW designation. Laurie shared what her responsibilities were in a similar job where she provided support counseling.

After more than an hour of discussion, it was decided that the Commission appeared to be in consensus on the expectations for a senior services worker. April was asked to formulate a statement for the approval of the Commission members that will then be given to the Town Manager and Council. April requested Laurie's help with the wording of the statement letter.

Senior Center – Kevin distributed copies of the Senior Center report. He said the questionnaire regarding services at the senior center is being filled out by many members. Beth Hankins is doing outreach in an effort to reach those who do not come to the Senior Center.

Assisted Living – Steven LeGalt of Paradigm Healthcare Development gave an update on a proposed independent/assisted living center to be located in southern Mansfield. His estimate is that it could open within three to five years.

Triad – Will reported that the police academy began last week with over 40 people in attendance.

Respectfully submitted, Joan Terry, secretary

Next Meeting: May 13th

TOWN OF MANSFIELD
Solid Waste Advisory Committee
Minutes of the Meeting
March 14, 2013

Present: Knox (chair), Coughlin, Roberts, Ames, Milius, Scott Shelden (staff), Walton (staff)

The meeting was called to order at 7:10 p.m.

The minutes of the January 10, 2013 meeting were accepted on a motion by Robert/Ames.

Scott Shelden, the new transfer station supervisor, reported on some of the changes that have been made at the transfer station including moving to single stream recycling and disassembling items to sell as scrap metal. Wire is now being collected separately and sold as copper. He stated that he will be certified to extract Freon from appliance. Once trained, he will be able to remove the refrigerants and separate the copper and aluminum from appliances. He and the attendant are able to keep the transfer station in order on the days it is open and also help the public works crew on the two days it is closed.

Walton reported that the cooking oil collection through UConn professor Richard Parnas's biodiesel lab fell through due to a UConn administrative decision. Coughlin suggested finding out if there are people in the community who may be interested in taking waste cooking oil. Shelden will ask around and report back. Walton stated that she has come across a rumor that the swap shop is closing. A sign was posted at the transfer station that stated there is a \$2/box charge for swap shop donations, which has discouraged donations. She suggested a revised sign stating "Swap shop donations will be checked for quality. No charge for gently-used swap shop donations. Broken and dirty items will be charged."

Rid Litter Day is scheduled for May 4, 2013, the weekend after UConn's Spring Weekend. Unlimited trash pickup will be scheduled for the following week. Walton will send out the Adopt a Road participant list for committee members to look over to see if there is anyone that they would be willing to contact about working in a group on Rid Litter Day on Mansfield City Road, Clover Mill Road, Spring Hill Road, Pleasant Valley Road, or another road.

Walton circulated information from Middletown's zero waste initiative, including a recently adopted municipal pledge. Members were asked to look over the information in preparation for the Middletown recycling coordinator's visit (Kim O'Rourke) with the committee in May.

Walton reported that no further changes have been made to Oaks on the Square Apartments trash and recycling service. Town Council did approve the rates for trash and recycling pickup five and six times per week.

Walton reported that the current electronics recycler that the Town has been using, WeRecycle, is no longer a state approved recycling vendor. Staff is evaluating proposals from other state approved electronics recyclers and will make a decision in the next week or two. Roberts suggested considering RGB, which has provided good service to the Town of Lebanon.

Walton gave an update on paint recycling. The Town has sent in a letter of interest and anticipates starting collection at the transfer station in July when the paint stewardship law is supposed to go into effect. Mansfield Supply and Sherwin Williams have also expressed interest in being collection outlets.

Mid-NEROC should be deciding soon if they will accept paint at the hazardous waste facility.

UConn Give and Go is scheduled for May 9 through 12, 2013. Walton is participating in the process once again and may be calling upon members to help with sorting items in the Hicks Arena.

Walton gave an update on the compost assistant's activities, who seems to be unable, due to his class schedule, to keep on top of the compost operations at the four schools.

The Town sent testimony to the state legislature in support of this year's mattress stewardship bill, HB 6437. As it has industry support this year, it seems hopeful that it will pass.

Future agenda items include the single-family contract and zero waste initiatives. The next meeting is scheduled for May 9, 2013.

The meeting was adjourned at 8:35 pm.

Respectfully Submitted,

Virginia Walton
Recycling/Refuse Coordinator

Mansfield Board of Education Meeting

April 11, 2013

Minutes

Attendees: Shamim Patwa, Vice-Chair, Martha Kelly, Secretary, April Holinko, Katherine Paulhus, Jay Rueckl, Carrie Silver-Bernstein, Randy Walikonis, Superintendent Fred Baruzzi, Board Clerk, Celeste Griffin

Absent: Mark LaPlaca

The meeting was called to order at 7:30pm by Ms. Patwa.

Ms. Patwa asked for a moment of silence in memory of Gwen Duff, retired MMS music teacher and Board of Education Member.

Mr. LaPlaca arrived at 7:32pm.

SPECIAL PRESENTATIONS: Patrice Welch, Vinton School 3rd grade teacher, with some of her students, discussed the Vinton Giving Garden Club and the plants they grow to donate to the PTA and the WAIM garden.

Mr. LaPlaca read a statement as a result of events of April 10th and the publicity that followed.

HEARING FOR VISITORS: Sharry Goldman, Brown's Road, voiced her support of Mr. LaPlaca

COMMUNICATIONS: Letter from Toni Moran, Secretary, Mansfield Democratic Town Committee, announcing their unanimous vote to recommend the Board appoint Susannah Everett to fill the vacancy on the Board until the next municipal election.

MOTION by Ms. Patwa, seconded by Ms. Silver-Bernstein to appoint Susannah Everett to fill the Board's vacancy until the next municipal election. **VOTE:** Unanimous in favor. Mr. LaPlaca invited Ms. Everett to join the Board without voting privileges until she is sworn in by the Mansfield Town Clerk.

ADDITIONS TO THE PRESENT AGENDA: **MOTION** by Mrs. Paulhus, seconded by Mrs. Kelly to add a resignation to the consent agenda. **VOTE:** Unanimous in favor.

COMMITTEE REPORTS: Ms. Patwa reported the Policy Committee will meet on Tuesday, April 16, 2013 at 4:30pm.

REPORT OF THE SUPERINTENDENT:

- **Mansfield Advocates for Children:** Ms. Kathleen Krider, Town of Mansfield Early Childhood Services Coordinator, reported on the Connecticut Center for Economic Analysis report on Mansfield Advocates for Children.
- **MMS Writing Center Update:** Mr. Baruzzi and Candace Morell, Mansfield Middle School Assistant Principal reported on the progress of the MMS Writing Center and answered Board Members' questions.
- **Common Core State Standards Update:** Mr. Baruzzi reviewed additional steps the district is taking to prepare for Common Core State Standards including professional development for district staff.
- **Mansfield Public Schools Professional Learning and Evaluation Plan:** Mr. Baruzzi provided an overview of the plan the district will submit to the State; Heather Tamsin provided a teacher's perspective of the plan. **MOTION** by Mr. Rueckl, seconded by Ms. Patwa to approve the submission of the Mansfield Public Schools Professional Learning and Evaluation Plan. **VOTE:** Unanimous in favor.
- **Emergency Procedures Update:** Mr. Baruzzi reported that the meetings with staff and parent organizations were complete, with the exception of Goodwin PTO which will be held later in the week.

Ms. Silver-Bernstein left at 9:08pm.

- **Enhancing Student Achievement Funds:** Two new programs were highlighted in the 2012-2013 summary chart; Southeast Running Club and Expanding Horizons.
- **Class Size/Enrollment:** The principals noted no major changes in class size or enrollment in the past month. Mr. Baruzzi discussed the enrollment at Mansfield Middle School in relation to class size guidelines.

NEW BUSINESS: None

CONSENT AGENDA: MOTION by Mrs. Paulhus, seconded by Mr. Walikonis, to approve the following items for the Board of Education April 11, 2013 meeting. VOTE: Unanimous in favor.

That the Mansfield Public Schools Board of Education approves the minutes of the March 14, 2013 Board meeting.

That the Mansfield Public Schools Board of Education accepts the resignations of John Hart, instrumental music teacher, and Phyllis Bain, 6th grade teacher at Mansfield Middle School effective the end of the 2012-2013 school year.

That the Mansfield Public Schools Board of Education accepts the resignation of Roseann McManus, Goodwin School Psychologist, effective the end of the 2012-2013 school year.

HEARING FOR VISITORS: None.

SUGGESTIONS FOR FUTURE AGENDA:

Mrs. Kelly would like to discuss field trips and Internet and social media usage per Board Policy

MOTION by Mrs. Paulhus, seconded by Ms. Kelly to move into Executive Session to discuss non-renewal of teachers at 9:16pm. VOTE: Unanimous in favor

Mr. Baruzzi and Ms. Everett joined the Executive Session.

The Board returned to regular session at 9:28pm.

MOTION by Ms. Patwa, seconded by Mrs. Holinko, to accept the recommendation of the Superintendent regarding non-renewal of teachers. VOTE: Unanimous in favor.

MOTION to accept the minutes, pending editing of members present, of April 8, 2013 Special Meeting. VOTE: Unanimous in favor.

MOTION by Mrs. Holinko, seconded by Mrs. Paulhus to adjourn at 9:31pm. VOTE: Unanimous in favor.

Respectfully submitted,
Celeste Griffin, Board Clerk

TOWN/UNIVERSITY RELATIONS COMMITTEE
Tuesday, April 9, 2013
Audrey Beck Municipal Building, Council Chambers

Minutes

Present: J. Armstrong, P. Barry, B. Chandy, M. Hart, M. Kirk, E. Paterson, C. Paulhus, N. Silander, W. Simpson, W. Wendt

Staff: M. Capriola, L. Painter (*Town*), van Zelm (*MDP*)

1. Call To Order

Meeting was called to order at 4:00 pm.

2. March 12, 2013 Meeting Minutes

Simpson made the motion to approve the minutes as presented, seconded by Silander. The minutes were approved as presented, with Barry abstaining and all others voting in favor (Chandy was not present for the vote).

3. Updates:

a. *Mansfield Downtown Partnership*: van Zelm provided updates on apartment rental and commercial leasing, public infrastructure projects, crosswalk installation, and installation of handicapped accessible parking spaces.

b. *MCCP*: Armstrong has continued to meet with area property managers regarding potential April off-campus activity. Celeron recently hosted a fire safety inspection and education program sponsored by the Town.

c. *Water Supply EIE*: Staff is still working on responding to public comments received on the Water Supply EIE. The EIE is tentatively expected to be completed this month. The Committee will look to submit a record of decision in the June-July timeframe. The Town is looking for legal/technical assistance on water system governance options.

d. *Mansfield Tomorrow*: Painter provided an update on recent and upcoming workshop and focus group events.

e. *Community-Campus Policing*: Tabled to next meeting.

4. Municipal Capital Project Update

Tabled to next meeting.

5. Next Generation Connecticut

Kirk stated that a vote on the initiative is expected within the next few days.

6. Other Business Announcements

Hart and Paterson provided an update on the Governor's proposed budget and legislator reactions. In particular, the PILOT revenue proposal and its impact on Mansfield were discussed.

7. Opportunity for the Public to Address the Committee

Quentin Kessel, Codfish Falls Road. Mr. Kessel disclosed his affiliation with the Conservation Commission and the Mansfield Tomorrow initiative but indicated he was speaking as an individual. Mr. Kessel advocated for the UConn Main Accumulation Area to be located outside of a public water supply watershed.

8. Adjournment

Meeting adjourned at 4:30 p.m.

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

CAN

Collaborative Area Network
 Monday, April 8, 2013, 3:00pm
 Town Hall, Conference Room B

Minutes

Present: Anne Bladen, Lisa Dahn, Susan Daley, Peter H., Kathleen Krider, Rachel Leclerc, Mary Jane Newman, Susan Rozelle, Kate Vallo and Sarah Delia

<i>WHAT (Topic)</i>	<i>DISCUSSION</i>	<i>OUTCOME</i>												
Call to Order	K. Krider called the meeting to order at 3:04 pm.													
Minutes	Review and approval of 3-11-13 Minutes.	<i>The Minutes of the March 11, 2013 Meeting were approved unanimously.</i>												
Old Business	<p>CAN Brochure: K. Krider provided members with a fifth draft of the CAN Brochure. This was received very well, there was still some discussion regarding further revisions of the brochure. Comments included:</p> <ul style="list-style-type: none"> • The brochure looks nice and is easy to read. • Re-align the Mansfield Discovery Depot name evenly. <p>K-Transition: Susan Daley</p> <ul style="list-style-type: none"> • Susan Daley suggested that all School Readiness grantees need to adhere to state guidelines <p>Discussion of letter to CAN members:</p> <ul style="list-style-type: none"> • Each of the 4 Centers are different. • Public School Transition Plan; Using the RBA model, the end would look like this: <div style="border: 1px solid black; padding: 10px; margin: 10px auto; width: fit-content;"> <p style="text-align: center;">Results Statement</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">Indicators</td> <td style="text-align: center;">Indicators</td> <td></td> <td></td> </tr> <tr> <td style="text-align: center;">CCC</td> <td style="text-align: center;">MDD</td> <td style="text-align: center;">CL</td> <td style="text-align: center;">WH</td> </tr> <tr> <td style="text-align: center;">Strategies</td> <td style="text-align: center;">Strategies</td> <td style="text-align: center;">Strategies</td> <td style="text-align: center;">Strategies</td> </tr> </table> </div>	Indicators	Indicators			CCC	MDD	CL	WH	Strategies	Strategies	Strategies	Strategies	<p><i>Rachel will find an up to date CAN mission statement. No revisions will be made until after the May meeting.</i></p> <p><i>Sarah will send the public school transition plan to CAN members.</i></p>
Indicators	Indicators													
CCC	MDD	CL	WH											
Strategies	Strategies	Strategies	Strategies											

	<p>A possible Results Statement could say, “Children and their families entering Kindergarten feel confident and ready.”</p> <ul style="list-style-type: none"> • Kindergarten teachers should be involved in this process. This should be a two-way collaboration between the public schools and the Centers/Home Care providers. • There is communication between Rachel and the Center regarding children with special needs or difficulties. <p>Next Steps:</p> <ul style="list-style-type: none"> • Write Results Statement • Procedure format • Use Appendix B, Section I of School Readiness Grant to come up with Results Statement • Kate Vallo volunteered to take all the results statements and combine them for the next CAN meeting 	<p><i>All members will create their own Results Statement and forward to Kate Vallo.</i></p>
Adjournment	<p>The meeting adjourned at 4:07pm.</p> <p>Next CAN meeting: Monday, May13, 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 ADVOCATES FOR CHILDREN
EXECUTIVE COUNCIL
MINUTES
Wednesday, April 10, 2013
 2:00-3:30pm, Town Hall, Conference Room B

MEMBERS PRESENT: G. Bent (co-chair), K. Grunwald (staff), R. Leclerc (staff),
 K. Krider (staff), C. Guerrerri, A. Vincent and S. Delia (staff)

GUESTS: Davie Bechtel

<i>WHAT (Topic)</i>	DISCUSSION	OUTCOME
Call to Order	G. Bent called the meeting to order at 2:03 pm.	
Minutes	Review and discussion of Minutes of March 13, 2013 <ul style="list-style-type: none"> • Amendments to the March minutes were discussed and approved by consensus 	<i>The March 13, 2013 Minutes are approved with amendments by consensus.</i>
	Discussion of K-Transition Plan <ul style="list-style-type: none"> • Do not have a <i>town-wide</i> K-Transition Plan • In process of revamping CAN to different objectives. • Suggestion of outside facilitator to assist in discussions. 	
Old Business	List of Influence <ul style="list-style-type: none"> • There will be a Faith-based event on May 22 to include Faith Leaders in our community. • Kathleen will present to the Board of Education on Thursday, April 11 about the data collected in the CCEA Concordance Report. 	
New Business	Human Services Questions <ul style="list-style-type: none"> • G. Bent mentioned that MAC's focus on children birth – 8, also includes a focus on families and on grandparents • K. Grunwald stated that MAC shouldn't be stuck in a narrow niche, this is an opportunity for education 	
Plan Revision	A Key Partners <ul style="list-style-type: none"> • D. Bechtel went over format of Key Partners table. 	

	<ul style="list-style-type: none"> • K. Grunwald suggested adding timelines. • The group went through the strategies one by one. • C. Guerreri reminded the group that a one page narrative of the changes to the Mansfield Plan should be included with the Graustein Grant application. This should also include a timeline and examples. 	<p><i>Sarah will send Individual sections of team plans to the Executive Council. She will also send the sections to Individual teams to review and revise their own sections.</i></p>
Adjournment	<p>The meeting adjourned at 3:32 pm.</p> <p style="text-align: center;">Wednesday, May 1, 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, May 8, 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>	

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

Mansfield Community Playground Project
Meeting Minutes
Date: 4/11/13

Present: Sara Anderson, Chad Rittenhouse, Megan Huff, Kelly Zimmerman, Ellen Tulman, Cristina Colon-Semenza, Julia DeLapp, Kathleen Krider

Next Meeting: 5/9/13 at 7:00

- I. Minutes from March 2013 meeting approved
- II. Kathleen presented information regarding making purchases. Key points:
 - a. Town requires original receipts & invoices
 - b. Town will not reimburse for tax (we have a tax exempt form to use)
 - c. Town REALLY prefers that the only items on receipt/invoice are those for reimbursement (no personal items)
 - d. Kathleen recommends that before making purchases that a list be made & that she assist in the purchasing (either online or in store).
 - e. Items under \$100 can be reimbursed more readily out of petty cash
- III. Eastern student is investigating grant opportunities and has found 2 promising options
- IV. FUNDLY site is up and running
- V. Discussion regarding how to bring community members in as more active participants:
 - a. Maybe we'll have our own town hall meeting in the fall
 - b. MAC is looking for a community champion & this person might be able to also help with playground visibility, etc
- VI. Upcoming Events:
 - a. Online Mothers' Day Giveaway on Facebook – some complications are being ironed out
 - b. WILLI am 1400 Wayne Norman Show – Julia, Sara, Chad, & Cristina will be on the show 7:00 am Monday April 15, 2013
 - c. Take Note! Concert to be Sunday May 19, 2013. Julia will help to organize volunteers/donations as time grows closer.
 - d. Applebees Fundraiser will be Saturday June 1, 2013. Discussion about benefits of & how to manage advance ticket sales.
 - e. Fun Run for the Playground will be Saturday June 8, 2013
 - i. Chad is looking into signage
 - ii. Kelly & Shawn are planning kids run activities
 - iii. Ellen will plan other kids activities
 - f. Lemonade Stand still in the works for summer
 - g. Next Children's Committee – date TBD
 - h. Possibly doing a Moe's fundraiser (similar to Papa Gino's – we would get 10% from meals sold to those with coupons)
 - i. Cristina to contact Farmer's Cow for possibility of a similar event & also looking possible ice cream event on the last day of school

- j. Outdoor Farmer's Market begins May 4, 2013. We can set up a table there free of charge. Kelly to investigate if we can make sales or just provide information.
- VII. Ossen Grant has been submitted. We anticipate notification sometime in May as to whether or not playground will be awarded the grant.
- VIII. Next Meeting Thursday May 9, 2013 at 7:00 at Town Office Building

Minutes prepared & respectfully submitted by Ellen Tulman on 4/12/13

**MANSFIELD DOWNTOWN PARTNERSHIP
EXECUTIVE COMMITTEE
SPECIAL MEETING
TOWN HALL – CONFERENCE ROOM B**

THURSDAY, MARCH 28, 2013

9:00 AM

MINUTES

Present: Steve Bacon, Harry Birkenruth, Mike Kirk (part of meeting), Frank McNabb, Betsy Paterson, and Steve Rogers

Guests: Matt Hart (by phone), Dennis O'Brien (Town attorney)

Staff: Cynthia van Zelm, John Zaccaro

1. Call to Order

Steve Bacon, Partnership Vice President, called the meeting to order at 9:03 am.

Betsy Paterson made a motion to go into executive session pursuant to the applicable provisions of the Freedom of Information Act, particularly Connecticut General Statutes sections 1-200 (6) (E) and 1-210 (b) (5), to receive commercial or financial information not required by statute and given in confidence by the Storrs Center Master Developer's representatives. Frank McNabb seconded the motion. The motion was approved.

2. Executive Session pursuant to Connecticut General Statutes sections 1-200 (6) (E) and 1-210 (b) (5)

Present: Mr. Bacon, Mr. Birkenruth, Mr. McNabb, Ms. Paterson, Mr. Rogers

Also Present: Mr. Hart, Mr. O'Brien, Ms. van Zelm, Mr. Zaccaro

3. Approval of Minutes from January 3, 2013 and March 6, 2013

The Committee came out of Executive Session.

Mr. O'Brien and Mr. Zaccaro left the meeting.

Mike Kirk joined the meeting.

Steve Rogers left the meeting.

Ms. Paterson made a motion to approve the minutes of January 3, 2013 and March 6, 2013. Mr. McNabb seconded the motion. The motion was approved.

Ms. Paterson made a motion to go into Executive Session according to CGS §1-200(6) (A). Harry Birkenruth seconded the motion. The motion was approved unanimously.

4. Executive Session - Personnel in accordance with CGS §1-200(6) (A)

Present: Committee members: Mr. Bacon, Mr. Birkenruth, Mr. Kirk, Mr. McNabb, and Ms. Paterson

Also Present: Mr. Hart, Ms. van Zelm

The Committee came out of Executive Session.

Mr. Bacon made a motion based on Executive Director Cynthia van Zelm's annual evaluation, that her compensation be increased for the next fiscal year but the increase will be based on working with the Mansfield Assistant Town Manager to benchmark equivalent positions outside of the Town organization. Mr. Birkenruth seconded the motion. Mike Kirk offered an amendment to change "equivalent" to "similar." Mr. Bacon and Mr. Birkenruth accepted the amendment. The motion was approved.

5. Adjourn

Mr. McNabb made a motion to adjourn. Mr. Birkenruth seconded the motion. The meeting adjourned at 10:55 am.

TOWN OF MANSFIELD
FINANCE COMMITTEE MEETING
MINUTES OF APRIL 8, 2013

Members Present: W. Ryan (Chair), C. Schaefer, D. Freudmann

Other Council Members Present: P. Shapiro

Staff Present: M. Hart, C. Trahan

1. Meeting called to order at 6:30pm.
2. Minutes from 03/11/13 meeting approved.
3. Opportunity for Public Comment – Betty Wassmundt, Old Turnpike Road, expressed her concerns regarding the Region 19 service agreement and urged that the agreement be discontinued completely. Ms. Wassmundt also urged that the mill rate be increased immediately in order to pay for the \$400,000 for school building repairs and education technology. Pat Suprenant, Gurleyville Road, requested further clarification on the use of reserves, both for the Special Education Reserve fund and the Health Insurance reserve. She would like to know if, at any time, the Town is required to rebuild the reserve balance should it fall below the recommended balance. She also asked if the 2 bank properties transferred to UConn have come off the grand list. Ms. Suprenant suggested that a written policy be adopted with regards to the use of reserves.
4. Bill Ryan clarified the charge from the Town Council to the Committee with regard to funding the school building repairs (\$200,000) and technology equipment (\$200,000) endorsed by the Town Council. The Committee reviewed and discussed the scenarios provided by Cherie Trahan for phasing these items into the pay-as-you-go capital program.
5. Bill Ryan reviewed the memo from Cherie Trahan regarding capital projects that had deficit balances at June 30, 2012. This was provided based on a recommendation from the auditors. No action is required by the Finance Committee or Town Council at this time.
6. Other business/future agenda items. David Freudmann asked that in time, the final report on the relocation expenses for Storrs Center be brought to the Committee.
7. Adjournment. The meeting adjourned at 7:06 pm.

Motions:

Motion to approve the March 11, 2013 minutes by Carl Schaefer. Seconded by David Freudmann. Bill Ryan abstained. Motion so passed.

Motion by Bill Ryan: To recommend the inclusion of \$0 in General Fund (cash) funding and \$400,000 of bond funding in the Proposed Capital Improvement Budget for FY 2013/14 for the Council endorsed school building repairs and technology equipment and to include the projected funding for the five year plan as presented in Scenario #1 of the attached chart. After a friendly amendment by Carl Schaefer, the motion now reads:
To recommend the inclusion of \$100,000 in General Fund (cash) funding and \$300,000 of bond funding in the Proposed Capital Improvement Budget for FY 2013/14 for the Council endorsed school building repairs and technology equipment and to include the projected funding for the

five year plan as presented in Scenario #2 of the attached chart. Seconded by Bill Ryan. The motion passed with all in favor except David Freudmann who voted nay.

Motion to adjourn.

Respectfully Submitted,

Cherie Trahan, Director of Finance

Commission on Aging

Minutes of April 8, 2013

MEMBERS PRESENT: Will Bigl (2015), Sam Gordon (2014), April Holinko (2014), Bettejane Karnes (2015), Steve Kegler (2015), Bev Korba (2014), Laurie McMorrow (2014), Don Nolan (2014), Joan Terry, (2013)

COMMUNITY REPRESENTATIVES: Estelle Elliot (Wright's Way), Marilyn Gerling (Glen Ridge), Emile Poirier (Jensen's)

STAFF: Cindy Dainton, Senior Ctr. Coord.; Kevin Grunwald, Dir. of Human Services;

GUESTS: Matt Hart, Town Manager; Toni Moran, Town Council Personnel Committee; Maria Capriola, Asst. Town Manager; Steve LeGalt, Paradigm Healthcare Development

Minutes - The minutes of the March 11 special meeting were approved as written.

New Business – Councilor Toni Moran explained state PILOT funds and how much they affect Mansfield's budget. She said the Council is interested in determining how to best offer needed human services.

Matt Hart said the Senior Services position did not receive many applications when it was advertised last fall and has not been re-advertised due to a spending freeze put into effect in December. His proposed budget for 2013-14 contains funds for the three human services positions to be vacated (department head, senior services social worker, youth services counselor). It also proposes to increase the hours of the transportation coordinator and to restore the youth challenge program.

Toni Moran cautioned us to be careful regarding the word counseling as the word has a variety of definitions.

The Commission members expressed their opinions regarding the qualifications of the human services positions. Kevin said that there were few calls for services requiring an LCSW designation. Laurie shared what

her responsibilities were in a similar job where she provided support counseling.

After more than an hour of discussion, it was decided that the Commission appeared to be in consensus on the expectations for a senior services worker. April was asked to formulate a statement for the approval of the Commission members that will then be given to the Town Manager and Council. April requested Laurie's help with the wording of the statement letter.

Senior Center – Kevin distributed copies of the Senior Center report. He said the questionnaire regarding services at the senior center is being filled out by many members. Beth Hankins is doing outreach in an effort to reach those who do not come to the Senior Center.

Assisted Living – Steven LeGalt of Paradigm Healthcare Development gave an update on a proposed independent/assisted living center to be located in southern Mansfield. His estimate is that it could open within three to five years.

Triad – Will reported that the police academy began last week with over 40 people in attendance.

Respectfully submitted, Joan Terry, secretary

Next Meeting: May 13th

**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.

ARTS ADVISORY COMMITTEE
Meeting of Tuesday, 02 April 2013
Mansfield Community Center (MCC) Conference Room

MINUTES

1. The meeting was **called to order** at 7:03p by Kim Bova. *Members present:* Kim Bova, Tom Bruhn, Scott Lehmann, David Vaughan. *Members absent:* Anke Finger. *Others present:* Jay O'Keefe (staff).
2. The draft **minutes** of the 05 March meeting were approved as written.
3. **Arts web-page.** The Town's IT people have set up an arts web page for links to what's going on in the local arts scene, and Anke has posted some links to UConn arts offerings on it. Access to the page, however, is circuitous (via Town home page: Boards and Committees: AAC). Kim thinks it might be better to provide arts links independently of the Town website on a free blog page.
4. **Committee vacancies.** Kim will ask Betsy Makuch, who attended the March meeting as an observer, whether she is interested in joining the Committee. Current AAC members were urged to think of other potential candidates.
5. **Art Exhibit Application Form.** It appears that the Mansfield Public Library may have its own form and committee to approve applications to exhibit art there. This arrangement would need approval by the Town Manager. David should put off revising our application form until this is sorted out.
6. **Art exhibit applications.** (See below for exhibit calendar)
 - a. Scott reported that Marcia Kilpatrick from the **Quiet Corner Camera Club** had inquired today about exhibiting in the summer. He told her that Committee had already approved an exhibit of photos for the summer, but that the display cases might be available for that period. She thought it would be better to defer an exhibit to a later time and asked to be informed what space was available and when. Scott will do so.
 - b. **Tammy Glaser** from E.O.Smith High School would like to use the display cases from 03 to 14 June for a year-end exhibit of student art. The Committee approved the exhibit. Kim will contact Ms. Glaser and ask her to arrange installation with Jay.
 - c. Applications to exhibit in the display cases from **David Corsini** (assemblages), **Ronald Angotta** (natural hardwood wooden boxes, boards, etc.), and **Neal Alderman** (wire sculpture) were considered and approved. Tom will contact Mr. Angotta and offer use of the two-sided display case for 15 June to 15 August; Kim will offer Mr. Alderman the shelved case for the same period. David will see if Mr. Corsini is interested in exhibiting during the 2014 winter quarter (15 January to 14 April).
7. **Healy Banquet Facility.** Michael Healey's application to the PZC for rehabbing an old barn in Mansfield Center as a banquet facility has generated some local opposition. Kim suggested the Committee might consider submitting a letter of support for the project, inasmuch as the facility could be a venue for art shows and displays. She will invite Mr. Healy to describe his project for the Committee at its May meeting, either in person or via correspondence.
8. **Adjourned** at 7:55p. Next meeting: 7:00p, Tuesday, 07 May 2013.

Scott Lehmann, Secretary, 08 April 2013; approved 07 May 2013.

Exhibit Period	Entry cases		Sitting room		Hallway	
	Double-sided	Shelves	Upper (5)	Lower (3)	Long (5)	Short (2)
01/15 – 04/15	<i>Michael Allison</i> (wooden bowls)		<i>Murray Wachman</i> (oils)			
04/15 – 05/31	<i>Mansfield School Art</i>					
06/01 – 08/15	06/03—06/14: <i>E.O. Smith art</i>			<i>Lisa Yang</i> (photos)		
	<i>Neal Alderman?</i> (wire sculpture)	<i>Ronald Angotta?</i> (wooden bowls, etc.)				
09/01 – 10/14	<i>Festival on the Green</i> <i>advertising & art show</i>					

**MANSFIELD DOWNTOWN PARTNERSHIP
BUSINESS DEVELOPMENT AND RETENTION COMMITTEE
January 10, 2013
5:00 PM
Mansfield Town Hall
Conference Room B**

MINUTES

Present: Steve Rogers, Roger Adams, Curt Hirsch, Marty Hirschorn, Paul McCarthy

Staff: Cynthia van Zelm

1. Call to Order

Steve Rogers called the meeting to order at 5:05 pm. The Committee welcomed new member Paul McCarthy.

2. Public Comment

There was no public comment.

3. Approval of Minutes from November 8, 2012

Roger Adams made a motion to approve the November 8, 2012 minutes. Curt Hirsch seconded the motion. Marty Hirschorn said he wants the minutes to be revised to reflect that he wants a public hearing on any proposed hotel. The motion was approved with the amendment.

4. Review of Committee Charge

Committee members present concluded that the Committee charge is still accurate.

Mr. Rogers said the Partnership Board is going through a strategic planning process. The Board's mission will continue to focus on Storrs Center as its first priority.

5. Update on Tenanting and Ideas for future Tenants

Mr. Rogers referred to a meeting for the Storrs Center tenants, coordinated by master developer Storrs Center Alliance, on January 15. These will be monthly meetings. He thought it would be helpful if Committee members attended in an ombudsman role. He encouraged Committee members to attend as individuals.

Ms. van Zelm reported that Geno's Grille will open in February. There is one space left in Phase 1A in the 9 Dog Lane building.

Mr. Hirsch suggested that a jeweler be contacted to see if they are interested in locating in Storrs Center. Ms. van Zelm will follow-up.

Mr. Hirschorn said he thought a sports bar would do well.

6. Current Storrs Center Business Questions

Mr. Rogers said the Dog Lane spaces need to be striped. Ms. van Zelm said her understanding was that this would be done in the spring as part of the final work on Dog Lane.

7. Discussion/Brainstorming on Marketing of Storrs Center

Mr. Rogers said that all tenants, as part of their rent, pay into a marketing budget for Storrs Center which subsidizes some of the events.

8. Future Meeting Agendas

The Committee will determine if it needs to meet on February 14.

9. Adjourn

Mr. Hirschorn made a motion to adjourn. Mr. Adams seconded the motion. The motion was approved and the meeting adjourned at 6:05 pm.

PAGE
BREAK

TOWN OF MANSFIELD



Elizabeth Paterson, Mayor

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

May 13, 2013

Mr. Jason Coite
UConn Office of Environmental Policy
31 LeDoyt Road, U-3055
Storrs, Connecticut 06269

Subject: Relocation of Main Accumulation Area

Dear Mr. Coite:

On behalf of the Mansfield Town Council and Conservation Commission, I would like to offer the Town's strong support for the University's efforts to relocate the Main Accumulation Area. As you know, the current facility is located in close proximity to the Level A Aquifer Protection Area for the University's Fenton River wellfields and is within the watershed for the Willimantic Reservoir, which is the source of the public drinking water supplied by Windham Water Works to Windham and southern Mansfield.

The location of the current facility within a public water supply watershed has been a significant cause of concern for town residents and agencies for many years. While we understand that the facility has been adequately maintained and has not had any releases since its inception, the potential hazard and impacts of a release on the public drinking water supply cannot be understated.

We anticipate that the current environmental impact evaluation (EIE) for this project will lead to the successful relocation of the facility outside of the public water supply watershed. To that end, we encourage the University to complete the EIE process and to dedicate the necessary financial resources to the relocation project to ensure its implementation.

If there is anything that the Town can do to assist with the EIE process, please contact Matthew Hart, Town Manager, at 860 429-3336.

Sincerely,

Elizabeth Paterson
Mayor

Cc: Town Council
Conservation Commission
Susan Herbst, President
Michael Kirk, Deputy Chief of Staff
Richard Miller, Director of Environmental Policy

PAGE
BREAK



TOWN OF MANSFIELD
MANSFIELD TOWN COUNCIL

Elizabeth C. Paterson, Mayor

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

May 22, 2013

Dr. Susan Herbst
President, University of Connecticut
Office of the President
352 Mansfield Road, Unit 1048
Storrs, Connecticut 06269-1048

Dear Susan:

From our perspective, the recent University of Connecticut Spring Weekend was a success in that we were able to maintain public safety while allowing students to enjoy University-sponsored activities. We credit this success to the collaborative approach employed by the various stakeholders – the University of Connecticut, the Connecticut State Police, the Town, our major landlords and the student body. Key elements of this collaborative approach and our operations plan for Spring Weekend include the University's restrictions on guests and parking.

Looking to the future, we think it is imperative that we continue to work together to make sure that UConn Spring Weekend remains a safe event for the students and the larger community. As part of this effort, we strongly encourage the University to maintain those guidelines and restrictions that have proven successful in the recent past and to approach any changes to these policies in a deliberate and careful manner, soliciting input from the Town and other key stakeholders.

We know that you are committed to continuing a collaborative approach to address town and university issues, and we appreciate your leadership and service to the greater UConn and Mansfield community.

Sincerely,

Elizabeth C. Paterson
Mayor

Matthew W. Hart
Town Manager

CC: Town Council
Town-University Relations Committee

TOWN OF MANSFIELD
MANSFIELD TOWN COUNCIL



Elizabeth C. Paterson, Mayor

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

May 22, 2013

Chief Barbara O'Connor
Director of Public Safety
University of Connecticut Police Department
126 North Eagleville Road
Storrs, Connecticut 06269

Dear Chief O'Connor:

We wish to express our sincere appreciation to you and all the UConn personnel who assisted with the recent University of Connecticut Spring Weekend event. The operations plan that we collectively implemented served to maintain public safety while allowing students to enjoy University-sponsored activities. We credit this success to the collaborative approach employed by the various stakeholders – the University of Connecticut, the Connecticut State Police, the Town, our major landlords and the student body. We know that you are committed to continuing this collaborative approach to address town and university issues, and we appreciate your leadership and service to the greater UConn and Mansfield community.

Congratulations on a job well done and please convey our thanks to the members of the department.

Sincerely,


Elizabeth C. Paterson
Mayor


Matthew W. Hart
Town Manager

CC: Town Council
Richard Gray, Executive Vice President and CFO, University of CT
John Saddleire, Vice President for Student Affairs, University of CT
Michael Kirk, Deputy Chief of Staff, University of CT

TOWN OF MANSFIELD
MANSFIELD TOWN COUNCIL



Elizabeth C. Paterson, Mayor

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

May 22, 2013

Major Michael Darcy
Commander
Connecticut State Police, Eastern District HQ
401 West Thames Street
Norwich, Connecticut 06360

Dear Major Darcy:

We wish to express our sincere appreciation to you and all the troopers who assisted with the recent University of Connecticut Spring Weekend event. The operations plan that we collectively implemented served to maintain public safety while allowing students to enjoy University-sponsored activities. We credit this success to the collaborative approach employed by the various stakeholders – the Connecticut State Police, the University of Connecticut, the Town, our major landlords and the student body. We know that you are committed to continuing this collaborative approach to address town and university issues, and we appreciate your leadership and service to the greater Mansfield community.

Congratulations on a job well done and please convey our thanks to the department.

Sincerely,


Elizabeth C. Paterson
Mayor


Matthew W. Hart
Town Manager

CC: Town Council
LT Clifford Labbe, Commander, Troop C
SGT Richard Cournoyer, Resident Trooper Coordinator, Mansfield

TOWN OF MANSFIELD
MANSFIELD TOWN COUNCIL



Elizabeth C. Paterson, Mayor

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

May 22, 2013

SGT Richard Courmoyer
Resident State Trooper Coordinator
Town of Mansfield

Dear SGT Courmoyer:

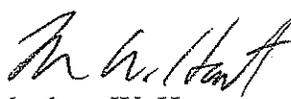
We wish to express our sincere appreciation to you and all the staff in the Mansfield Resident Trooper's Office who assisted with the recent University of Connecticut Spring Weekend event. In particular, we appreciate your willingness to work collaboratively with Town and UConn agencies, as well as our landlords and the student body, to ensure public safety during this event and throughout the entire academic year.

We believe that you have helped to set a positive tone for the future, and appreciate your leadership and service to the greater Mansfield community.

Congratulations on a job well done and please convey our thanks to all of our Resident Trooper's Office staff.

Sincerely,


Elizabeth C. Paterson
Mayor


Matthew W. Hart
Town Manager

CC: Town Council
Major Michael Darcy, Commander, Eastern District
LT Clifford Labbe, Commander, Troop C



University of Connecticut
Office of the President

Item #7

Susan Herbst
President

May 7, 2013

Philip Lodewick, President
Mansfield Downtown Partnership
4 South Eagleville Road
P. O. Box 513
Storrs, Mansfield, CT 06268

Dear Mr. Lodewick:

Pursuant to the Bylaws of the Mansfield Downtown Partnership, I am appointing Thomas Callahan to replace Alexandria Roe effective immediately, and ending June 30, 2014.

Sincerely,

Susan Herbst

c: Thomas Callahan
Michael Kirk
Cynthia van Zelm
Elizabeth Paterson
✓Matt Hart

An Equal Opportunity Employer

Gulley Hall
352 Mansfield Road Unit 2048
Storrs, Connecticut 06269-2048

Telephone: (860) 486-2337
Facsimile: (860) 486-2627



University of Connecticut
Office of the President

Susan Herbst
President

May 7, 2013

Philip Lodewick, President
Mansfield Downtown Partnership
4 South Eagleville Road
P. O. Box 513
Storrs, Mansfield, CT 06268

Dear Mr. Lodewick:

Pursuant to the Bylaws of the Mansfield Downtown Partnership, I am reappointing you for a three year term from July 1, 2013 through June 30, 2016.

Sincerely,

Susan Herbst

c: Michael Kirk
Cynthia van Zelm
Elizabeth Paterson
✓ Matt Hart

An Equal Opportunity Employer

Gulley Hall
352 Mansfield Road Unit 2048
Storrs, Connecticut 06269-2048

Telephone: (860) 486-2337
Facsimile: (860) 486-2627