



**TOWN OF MANSFIELD
TOWN COUNCIL MEETING
Monday, December 9, 2013
COUNCIL CHAMBERS
AUDREY P. BECK MUNICIPAL BUILDING
7:30 p.m.**

AGENDA

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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. **Water Supply Project/Agreement between the Town of Mansfield and Connecticut Water Company (CWC) (Item #3, 10-28-13 Agenda) (to be distributed under separate cover)**
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 - **Memorandum of Understanding between the Town of Mansfield and the University of Connecticut and the Town-University Relations Committee**
 - **Next Generation Connecticut**

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FUTURE AGENDAS

EXECUTIVE SESSION

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

ADJOURNMENT

REGULAR MEETING – MANSFIELD TOWN COUNCIL
November 25, 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: Kegler, Kochenburger by phone, Marcellino, Moran, Paterson, Raymond, Ryan, Shapiro, Wassmundt

II. APPROVAL OF MINUTES

Mr. Shapiro moved and Ms. Moran seconded to approve the minutes of the November 12, 2013 meeting with the correction of a typographical error. Members noted the meeting adjourned at 10:32 p.m. The motion to approve the minutes as corrected passed unanimously.

III. PUBLIC HEARING

1. Draft Windham Region Hazard Mitigation Plan

The Town Clerk read the legal notice and staff outlined the process and goals of the plan being prepared by WINCOG.

Arthur Smith, Mulberry Road, asked how the plan will work with state government entities who are not subject to zoning regulations.

Brandon Coleman, Centre Street, on behalf of Brian Coleman, presented a packet of suggestions. (Statement attached)

IV. OPPORTUNITY FOR PUBLIC TO ADDRESS THE COUNCIL

Ric Hossack, Middle Turnpike, posed questions about the use of the charging station, the funding for the Town Square, the parking garage settlement and whose responsibility would it be to provide water for a major fire in Storrs Center?

Saman Azimi, representing ConnPirg, urged the Council to support their efforts to enact a bigger and better bottle bill.

Winkie Gordon, Charter Oak Square, asked for details on the workings of the proposed Water Advisory Board and asked if a response has been received from UConn regarding the impact study on the Next Gen project.

Arthur Smith, Mulberry Road, reiterated his questions regarding the estimates of "roving" students and accidents caused by deer as a result of deforestation and objected to illegible pages in the packet and proposed changes to the Town Council Rules of Procedures.

V. REPORT OF THE TOWN MANAGER

Town Manager Matt Hart addressed issues in his report and added the following comments:

- A reception for retiring Director of Public Works Lon Hultgren will be held on December 5, 2013
- The charging station does not have a separate meter and is used by one member of the staff, all others use a smart form application to access the station
- In the event of a fire in Storrs Center a combination of Town and mutual aid facilities would be used
- The Town's contribution to the parking garage will be financed by the use of future tax revenues
- Both the Sustainability and the Solid Waste Advisory Committees have reviewed the proposed bottle bill and have expressed support
- The Advisory Board to Connecticut Water Company will be created as part of the agreement and therefore will be organized after the contract is signed

November 25, 2013

- Information on the requested impact analysis of Next Gen Connecticut will be available at a future meeting
- The estimates of "roving" students were prepared by the State Police and have been discussed with UConn personnel
- The deer population is increasing due to an expansion in forested areas.

By consensus the Council agreed to authorize the Town Manager to send a letter of support to the Town's legislators regarding the expansion of the bottle bill. A copy of the letter will also be sent to ConnPirg.

VI. REPORTS AND COMMENTS OF COUNCIL MEMBERS

Mayor Paterson reported the Human Services Department is working hard to provide holidays to those in Town who do not have the means to do so and urged citizens to do what they can to help.

Mr. Shapiro moved and Ms. Moran seconded to move Items 7, Town Square Project-Funding Agreements; Capital Improvement Program (CIP) Adjustment and Appropriation, and Item 8, Town of Mansfield Assistance Agreements By and Between, the State of Connecticut Acting by the Department of Economic and Community Development for \$450,000 under the State's Brownfield Remediation and Revitalization Program; and Pass-Through Agreement by and among the Town of Mansfield, the DECD, and Storrs Center Alliance LLC and Leyland Storrs, LLC, just prior to Old Business.

The motion passed unanimously.

Ms. Wassmundt questioned whether or not all proposed water lines will be forwarded to the Planning and Zoning Commission. Mr. Hart reported all lines will be included.

Ms. Raymond moved and Mr. Shapiro seconded to add Item 5a, Comments on Fire Water Holes, to the agenda.

The motion passed unanimously.

Mr. Kochenburger no longer participated by phone.

VII. OLD BUSINESS

2. Draft Windham Region Hazard Mitigation Plan

This item will be carried as old business and the comments received will be reviewed.

3. Town Council Rules of Procedures

Chair of the Personnel Committee Toni Moran moved, effective November 25, 2013, to adopt the amended Rules of Procedure as presented. Ms. Moran described the proposed changes which include the identification of an edition of Roberts Rules, the elimination of Town Council office hours, and the addition of a section concerning the use of email with regards to the Freedom of Information Act.

Members discussed the proposed change in Rule 3, elimination of "and Comments" from Item 7 of the agenda.

Ms. Wassmundt moved and Ms. Raymond seconded to amend the motion and recommit the Town Council Rules of Procedures to the Personnel Committee.

Members discussed why this change was deemed necessary and the need for a place on the agenda for Councilors to make comments. Ms. Wassmundt withdrew her motion to recommit. Ms. Moran moved to amend the original motion to restore "and Comments" to Rule 3. The motion passed unanimously.

The amended motion passed unanimously.

VIII. NEW BUSINESS

4. Agricultural Leases

Ms. Moran moved and Mr. Ryan seconded, effective November 25, 2013, to refer the proposed leases of the Town's agricultural properties to the Planning and Zoning Commission for review pursuant to Connecticut General Statutes §8-24.

Motion passed unanimously.

5. Department of Homeland Security (DHS), Assistance to Firefighters Grant

November 25, 2013

Mr. Ryan moved and Ms. Shapiro seconded, effective November 25, 2013, to authorize Town Manager Matthew W. Hart to submit the proposed Fiscal Year 2013 Assistance to Firefighters Grant application, which purpose is to support the provision of fire protection and emergency services within the Town of Mansfield.
Motion passed unanimously.

5a. Comments on Fire Water Holes

Chief Dave Dagon reviewed the Town's efforts to provide water availability within 1.5 miles to almost all sections of Town. Currently 82.01% of the Town is covered.

6. Financial Statements Dated September 30, 2013

Mr. Ryan, Chair of the Finance Committee moved, effective November 25, 2013, to accept the Financial Statements dated September 30, 2013.
Motion passed unanimously.

7. Town Square Project – Funding Agreements; Capital Improvement Program (CIP) Adjustment and Appropriation

Mr. Shapiro moved and Mr. Ryan seconded, effective November 25, 2013, to authorize the Town Manager to execute the Agreement between the University of Connecticut and the Town of Mansfield regarding the town square project.

Mr. Shapiro moved and Mr. Ryan seconded, effective November 25, 2013, to authorize the Town Manager to execute the Agreement between the Town of Mansfield and EDR Storrs LLC, and Leyland Storrs, LLC regarding the town square project.

Mr. Shapiro moved and Mr. Ryan seconded, effective November 25, 2013, to authorize the Town Manager to execute the Agreement between the Town of Mansfield and the Mansfield Downtown Partnership, Inc. regarding the town square project.

Mr. Shapiro moved and Mr. Ryan seconded effective November 25, 2013, to approve the adjustment to the Capital Improvement Program of \$850,000 for the design and construction of the town square, and to appropriate said amount.

Mr. Shapiro moved and Mr. Ryan seconded, effective November 25, 2013, to approve the adjustment to the Capital Improvement Program of \$500,000 from the state Main Street Investment Fund for the town square project, street lights and street trees on Wilbur Cross Way and signage in the Phase 1A area, and to appropriate said amount.

Executive Director of the Mansfield Downtown Partnership, Inc. Cynthia van Zelm, and Director of Public Works Lon Hultgren reviewed the design and construction plans. Rosemary Ayers, attorney with Day Pitney LLP, outlined a proposed change to the agreement between the University of Connecticut and the Town of Mansfield. The requested deletion would eliminate the first sentence of paragraph 4. g. The State does not give indemnification and UConn will be required to carry insurance when conducting events.

Mr. Ryan moved and Ms. Moran seconded to amend the agreement by striking the first sentence of paragraph 4.g.

The motion passed with all in favor except Ms. Wassmundt, who abstained.

Members discussed the possible kiosks, the event planning process and the funding sources for the contributions to the Town Square Project.

The motion as amended passed with all in favor except Mr. Kegler, Ms. Wassmundt and Ms. Raymond who abstained.

8. Town of Mansfield Assistance Agreement By and Between the State of Connecticut Acting by the Department of Economic and Community Development (DECD) for

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\$450,000 under the State's Brownfield Remediation and Revitalization Program; and Pass-Through Agreement by and among the Town of Mansfield, the DECD, and the Storrs Center Alliance, LLC and Leyland Storrs, LLC

Ms. Moran moved and Mr. Shapiro seconded the following resolution:
WHEREAS, pursuant to PA 13-308 Brownfield Remediation Law, the Connecticut Department of Economic and Community Development is authorized to extend financial assistance for economic development projects; and

WHEREAS, it is desirable and in the public interest that the Town of Mansfield make an application to the State for \$450,000 in order to undertake the Municipal Brownfield Grant and to execute an Assistance Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN OF MANSFIELD:

1. That it is cognizant of the conditions and prerequisites for state assistance imposed by PA 13-308 Brownfield Remediation Law.

2. That the filing of an application for State financial assistance by the Town of Mansfield in an amount not to exceed \$450,000 is hereby approved and that the Town Manager is directed to execute and file such application with the Connecticut Department of Economic and Community Development, to provide such additional information, to execute such other documents as may be required, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an agreement is offered, to execute any amendments, decisions, and revisions thereto, and to act as the authorized representative of the Town of Mansfield.

3. That said Matthew W. Hart, as Town Manager, is further directed to execute a Certificate of Applicant, Environmental Certificate and Indemnity Agreement and Negative Pledge and Agreement for the benefit of the Connecticut Department of Economic and Community Development and to execute a Pass-Through Agreement by and among the Town of Mansfield, the Connecticut Department of Economic and Community Development and the Sub-Recipient identified therein, and to execute any amendments, decisions and revisions thereto, and to act as the authorized representative of the Town of Mansfield.

4. That any and all documents heretofore executed and delivered and all acts heretofore done in connection with or to effectuate the purposes of the foregoing resolutions are hereby ratified and confirmed.

The motion passed unanimously.

9. Appointment of Town Attorney

Ms. Shapiro moved and Ms. Moran seconded to approve the following resolution:
RESOLVED: Pursuant to Section C305 of the Mansfield Charter, to appoint Attorneys O'Brien and Johnson as Town Attorney, for a term commencing on December 5, 2013 and ending on June 6, 2014 and to authorize the Town Manager to execute the proposed Retainer Agreement between the Town of Mansfield and Attorneys O'Brien and Johnson. The motion passed unanimously.

Mr. Shapiro moved and Ms. Moran seconded that the Council direct the Personnel Committee, with appropriate staff participation, to issue an RFQ for the purpose of identifying one or more candidates for appointment as Town Attorney. The Personnel Committee is further directed to bring a candidate or candidates to the full Council for its consideration.

The motion passed unanimously.

November 25, 2013

10. Appointment of Council Representatives to Advisory Committees
Mayor Paterson appointed Alex Marcellino to the Committee on Committees in place of Toni Moran.
Mayor Paterson offered the following recommendations:
Campus Community Partnership – Elizabeth Paterson
Eastern Highlands Health District – Elizabeth Paterson
Transportation Committee – Alex Marcellino and Bill Ryan
Emergency Management – Peter Kochenburger
Sustainability Committee – Paul Shapiro
Discovery Depot – Betty Wassmundt
Four Corners Sewer and Water Advisory Committee – Bill Ryan and Virginia Raymond
Downtown Partnership – Toni Moran (6/30/2015), Elizabeth Paterson, Steve Kegler
University Town Relations – Steve Kegler and Elizabeth Paterson
Windham Regional Council of Governments – Elizabeth Paterson
The motion to approve the recommendations passed unanimously.

IX. QUARTERLY REPORTS

No comments offered.

X. DEPARTMENTAL AND COMMITTEE REPORTS

By consensus the Council agreed that in the future all Departmental and Committee Reports will be distributed electronically.

XI. REPORTS OF COUNCIL COMMITTEES

Chairman of the Finance Committee Bill Ryan reported on recently enacted legislation which requires the school budget to be reviewed within 10 days of publication by the Finance Committee to offer suggestions on non-educational items.

Ms. Moran reported the Ad hoc Committee on Responsible Contractors heard from local contractors.

XII. PETITIONS, REQUESTS AND COMMUNICATIONS

11.A. Smith (10-28-13)

12. Community Center Vehicle Charging Station Cost to Date

13. CT Water Company re: Questions from 11/12/13 Public Comment

14. State of Connecticut Department of Transportation re: 2014 Construction Season

15. State of Connecticut Siting Council re: Interstate Reliability Project

16. Managing Urban Deer in Connecticut – A Guide for Residents

XIII. FUTURE AGENDA

Ms. Moran moved and Mr. Shapiro seconded to add the cancelation of the second meeting in December to the agenda. Motion passed unanimously.

Mr. Shapiro moved and Mr. Kegler seconded to cancel the second Council meeting in December. Motion passed unanimously.

XIV. ADJOURNMENT

Ms. Moran moved and Mr. Shapiro seconded to adjourn the meeting at 10:40 p.m.

Elizabeth Paterson, Mayor

Mary Stanton, Town Clerk

November 25, 2013

Suggestions:

Objective: Minimize impact of heavy snow in major winter storms.

Task: Minimize road obstructions by providing ample room to push and move snow.

Task: Minimize street parking, especially on state highways. Snow removal will take longer in these areas. Islands and landscaping can become obstructions as well (Storrs Center).

Task: Design parking lots to provide enough room for snow removal and piling.

Task: Be sure current building codes are sufficient for heavy snow loads on town buildings. Have a snow removal plan for flat roofs and insufficient structures that the town own.

Task: Parking Ban plan and enforcement.

Task: Look into the use of snow fence in large open areas to reduce drifting in roadways.

Objective: Minimize impact of heavy winds in all storms.

Task: Study the effects of tall buildings and wind on pedestrians (lower wind speeds on tall buildings can create hazards long before wind speeds become problematic on single and double storied buildings) (Storrs Center and UConn)

Task: Educate the public on wind resistant construction materials and techniques.

Submitted By: Brian Coleman Centre St. Mansfield Center. November 25, 2013

Objective 3: Reduce the likelihood of flooding and evaluate property prone to flooding.

Task 2: (page15 of Nov 25th packet) Monitor Thornbush properties, the addition of more than 2 million gallons of water a day created by the inter-basin transfer proposed by the Connecticut Water Company. Will that have an impact on the Thornbush properties?

Objective 4: Reduce the amount of debris from severe storms.

Task 2 & 3 (page16 of Nov 25th packet) Educate the public on tree planting and maintenance, Encourage use of native species, which the town has already failed at. The planting of less than desirable species at Storrs Center has already occurred. The Bradford Pear is a non-native species with invasive characteristics and are very weak limbed and break easily in the wind and under the weight of snow. The Pin Oaks planted under the power lines across from 7-11 have a maturity height and spread of 80 and 40 feet respectively. I don't think you could find a worse tree to plant under power lines. This is now the butt of jokes in UConn Dendrology and Landscaping courses. I guess the education starts right here in town with our town leaders and developers.

Objective: 7 To reduce the likelihood of fire hazards

Task 3 (page 18 of Nov 25th packet) Educate property owners of clearing of vegetation.

What kind of vegetation? Are we referring to dead and drying vegetation that is fuel for wild fires?

Should we say? : keep property clear of flammable debris such as dead vegetation scrap lumber etc.

Or are we referring to the removal of vegetation that leads to quicker water runoff and less water retention. If so, use both.

PAGE
BREAK



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant Town Manager; Agriculture Committee;
 Linda Painter, Director of Planning and Development; Jennifer
 Kaufman, Natural Resources and Sustainability Coordinator
Date: December 9, 2013
Re: Agricultural Leases

Subject Matter/Background

As discussed at your last meeting, the Town of Mansfield owns eight properties containing agricultural fields, most with prime agricultural soils. These properties contain 70 acres of farmland and represent an important source of land for farmers and for local food production.

At the January 14, 2013 meeting, the Town Council approved a model agriculture lease and authorized staff, in conjunction with the Agriculture Committee, to request proposals for the leasing of Town Agricultural Properties for the 2014 growing season. Current leases expire on December 31, 2013.

Staff sent the Request for Proposals (RFP) to all farmers in the Town's database and posted the RFP on the Town website. Once the proposals were received, the Agriculture Committee assembled a panel to review the proposals. The panel included two members of the Agriculture Committee, Al Cyr and Ed Hall; Dick Staples, a retired farmer in Mansfield; Art Talmadge, Ashford Agriculture Commission Chair; and Jennifer Kaufman, Mansfield's Natural Resources and Sustainability Coordinator.

After reviewing the applications, the review panel determined that preference would be given to Mansfield farmers. Based on review of the applications and interviews, the panel forwarded its recommendations to the Agriculture Committee. The Committee approved the panel's recommendations. The following table identifies the proposed crop and lessee for each agricultural property owned by the Town.

Property	Location	Crop	Lessee
Baxter Field	Baxter Road	Vegetables, blueberries, lignon berries. Possibly steers for meat and manure production	Charlie Galgowski
Bonemill Field	Bonemill Road	Corn for livestock feed	Willard J. Stearns and Sons, Inc.
Commonfields	Bassetts Bridge Road	Hay	Tom Wells, Hillside Farm
Coventry Field	Coventry Road	Hay	Bryan Kielbania, Twin Ponds Farm
Crane Hill Field	Crane Hill Road	Corn for livestock feed	Willard J. Stearns and Sons, Inc.
Eagleville Field	Rte. 32	Corn for livestock feed	Willard J. Stearns and Sons, Inc.
Mt Hope Field	Rte. 89	Hay	William Varga
Torrey Field	Gurleyville Road	Hay	Tom Wells, Hillside Farm

The RFP explained that the Town would execute a five-year lease agreement with an option to extend once for five additional years. The RFP also stated that *either the Town or the applicant may suggest an alternate lease term.*

The original lessees recommended by the selection committee for the Baxter Road property recently withdrew their application for the property because they were looking for a longer term commitment than what was offered by the Agricultural Committee. Charlie Galgowski is the current Lessee for the Baxter Road property. He had also submitted an application for the property and has expressed an interest in leasing the property for the same terms that had been offered to the original awardee. The Agriculture Committee met on December 3, 2013 and approved Mr. Galgowski's application as well as the 10-year lease with an option for a 10-year renewal as described above. With Mr. Galgowski's selection, all lessees would remain the same with the exception of Coventry Field, which is being offered for lease for the first time.

Under the proposed leases, key obligations of the lessee include:

- Maintaining the property in good agricultural condition and annual mowing
- Maintaining Worker's Compensation coverage
- Compliance with Mansfield's Agricultural Land Use Agreement Policy

- Indemnifying the Town for injuries and damages
- Compliance with fertilizer restrictions

Importantly, the lessee would not have the ability to transfer its interest in the lease.

At the November 25, 2013 meeting, the Town Council referred the subject agricultural leases to the Planning and Zoning Commission (PZC) for review pursuant to §8-24 of the Connecticut General Statutes. At its December 2, 2013 meeting, the PZC reviewed the agricultural leases pursuant to CGS §8-24 and determined that the leases are consistent with Mansfield's Plan of Conservation and Development.

Financial Impact

Under the proposed leases, the Town does not charge a fee for the farmer's use of its agricultural properties. The consideration or remuneration to the Town lies in the farmer's stewardship of the land.

The leasing of the Town's agricultural lands has significant financial benefits for the community. The Town does not have the resources or expertise to keep the land in productive agriculture and the lessee's consideration to the Town is the stewardship and maintenance of the property. It would involve considerable municipal resources for the Town to maintain these properties on its own, including tasks such as the removal of invasive plants, mowing and tree trimming. A further benefit of the leasing program is its support of local farm businesses, a practice that helps keep local land in use for farming rather than residential use, which typically has a higher demand for Town services. Furthermore, Mansfield's willingness to lease land to local farmers contributes towards growing our community's farms, food and economy.

Legal Review

Staff, in consultation with the Town Attorney, has drafted the proposed leases based on the new model lease approved by the Council. In addition, we have prepared a longer term lease for the Baxter Road parcel consistent with the term described above.

Recommendation

Staff recommends that the Council authorize the Town Manager to approve the proposed leases as recommended by the Agriculture Committee.

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

Move, effective December 9, 2013, to authorize the Town Manager to execute the following proposed leases for Town-owned agricultural properties:

- Agricultural Lease for Bone Mill Field between the Town of Mansfield and Willard J. Stearns & Sons, for an initial 60-month term commencing on January 1, 2014 with the opportunity to renew the lease for one additional 60-month term
- Agricultural Lease for Baxter Field between the Town of Mansfield and Charles Galgowski, for an initial 10-year term commencing on January 1, 2014 with the opportunity to renew the lease for one additional 10-year term
- Agricultural Lease for Commonfields between the Town of Mansfield and Thomas Wells, for an initial 60-month term commencing on January 1, 2014 with the opportunity to renew the lease for one additional 60-month term
- Agricultural Lease for Coventry Road Field between the Town of Mansfield and Enviro Enterprises/Bryan Kielbania, for an initial 60-month term commencing on January 1, 2014 with the opportunity to renew the lease for one additional 60-month term
- Agricultural Lease for Crane Hill Field between the Town of Mansfield and Willard J. Stearns & Sons, for an initial 60-month term commencing on January 1, 2014 with the opportunity to renew the lease for one additional 60-month term
- Agricultural Lease for Eagleville Field between the Town of Mansfield and Willard J. Stearns & Sons, for an initial 60-month term commencing on January 1, 2014 with the opportunity to renew the lease for one additional 60-month term
- Agricultural Lease for Mt. Hope Field between the Town of Mansfield and William Varga, for an initial 60-month term commencing on January 1, 2014 with the opportunity to renew the lease for one additional 60-month term
- Agricultural Lease for Torrey Field between the Town of Mansfield and Thomas Wells, for an initial 60-month term commencing on January 1, 2014 with the opportunity to renew the lease for one additional 60-month term

Attachments*

- 1) Proposed Agricultural Lease – Bone Mill Field (map included)
- 2) Proposed Agricultural Lease – Baxter Field (map included)
- 3) C. Galgowski's proposal for Baxter Field
- 4) Minutes of the December 3, 2013 Agriculture Committee Meeting
- 5) Planning and Zoning Commission re: 8-24 Referral; Ag Leases
- 6) Maps of Agricultural Properties

*In an effort to save paper, staff has attached 2 of the 8 proposed leases: 1) the Bone Mill Field lease with an initial 5-yr term; and 2) the Baxter Field lease with an initial 10-yr term. All other lease provisions are consistent for all 8 leases. The remaining 6 leases are posted on the Town's website as supplemental material.

Agricultural Lease- Bone Mill Field

Made the _____ day of _____ 2013, between the Town of Mansfield, acting herein by Matthew W. Hart, its Town Manager, a municipal corporation located in the County of Tolland, State of Connecticut, hereinafter referred to as "Lessor," and Willard J. Stearns and Sons of 50 Stearns Road, Mansfield-Storrs, CT 06268, hereinafter referred to as "Lessee".

WITNESSETH

That the said Lessor, for and in consideration of the covenants hereinafter reserved and contained, and to be kept and fulfilled on the part of said Lessee, has let and by these presents does grant, demise and farm let unto said Lessee for an initial sixty (60) month term or five (5) planting seasons commencing January 1, 2014. If it is in the best interest of the Town, Lessees will be given the opportunity to renew the lease for one (1) additional sixty (60) month term, the 2.89-acre field situated on the east side of Bone Mill Rd in the Town of Mansfield as indicated on the attached map entitled "Bone Mill Field – Attachment A" and described in a Warranty Deed from KMC, LLC. to the Town of Mansfield, dated March 19, 2003 and recorded in Volume 561, Page 336. If at the end of the term, it is determined by the Lessor that said Lessee is not in material default of any of the covenants herein, Lessee will be given the opportunity to renew the lease for one (1) additional sixty (60) month term, subject to the right of the Lessor to modify some terms of the Lease, as set forth below.

AND IT IS FURTHER AGREED that if Lessee is found to be in material default of any of the covenants herein contained, Lessor shall cause written notice of said default to be sent, by Certified Mail, to Lessee. In the event Lessee fails to cure said material default to the satisfaction of the Lessor within thirty (30) days after mailing of said notice, then it shall be lawful for Lessor, without further notice to re-enter and take possession of said leased premises, and such re-entry and taking possession shall end and terminate this lease.

AND THE SAID LESSEE does hereby further agree to comply with and conform to all the laws of the State of Connecticut, and the by-laws, rules, and regulations of the Town of Mansfield within which the premises hereby leased are situated, relating to health, nuisance, fire, highways, and sidewalks, so far as the premises hereby leased are, or may be, concerned, and to save the Lessor harmless from all fines, penalties, and costs for violation of, or non-compliance with the same.

THE LESSEE will maintain the cropland and pasture in good agricultural condition and will mow the field at least once a year. In addition the Lessee will follow the policies set forth in Attachment B

THE LESSEE will submit by November 30 of each year a form enclosed in Attachment B to:

Mansfield Natural Resources and Sustainability Coordinator
Parks and Recreation
10 South Eagleville Rd.
Storrs, CT 06268
860-429-3015x204
860-429-9773 (FAX)

Any restricted use pesticide must be applied in accordance with state law. The plan will conform to agricultural practices recommended by the CT Cooperative Extension System or a comparable advisor.

Town of Mansfield Agricultural Lease-Bonemill Field

At the end of the five (5) year period beginning with the effective date of this lease, the Lessor may review the terms and conditions of the lease to determine whether any changes will be made in the lease at the discretion of the Lessor. The Lessee may terminate the lease at any time upon at least thirty (30) days written notification to the Lessor.

AND AT THE TERMINATION of this lease, if the Lessee is to vacate the premises per this lease, the Lessee will quit and surrender the premises hereby demised in as good state and condition as reasonable use and wear thereof will permit, damages by the elements excepted, and the said Lessor shall have the right to enter said premises for the same purpose of showing the same to applicants for hiring the same. At any time subsequent to the date on which the Lessee provides notice that they intend to terminate the Lease pursuant to the immediately preceding paragraph, said Lessor shall have the right to enter said premises for the same purpose of showing the same to applicants for hiring the same.

The interests of the LESSEE in this Lease are not transferable by them or their agents or fiduciaries or anyone to any entity or person in any way. THE LESSEE and the their family shall be relieved of any obligation within this lease should the Lessees become incapacitated or unable to maintain the responsibilities entailed in this agreement, in which cases the Lease shall terminate no later than thirty (30) days thereafter. Additionally, should the Lessee become deceased their survivor Lessee heirs will be entitled to the harvest of the planting year of the death of the survivor of them, and then the lease will be terminated.

THE LESSEE will maintain Worker's Compensation coverage in accordance with the laws of the State of Connecticut if employees are hired to work the land. The Lessee will provide liability insurance with limits of not less than \$1,000,000, naming the Lessor as an additional insured, insuring against loss or injury caused by the Lessee's activity on the demised premises; and

The LESSEE agrees to comply with Mansfield's Agricultural Land Usage Agreement Policy adopted by the Town Council on January 14, 2013 (Attachment C); and

THE LESSEE shall fully indemnify, defend and hold harmless the Town of Mansfield and all of their respective officers, employees, agents, servants and volunteers to the fullest extent allowed by law for any claim for personal injury, bodily injury, death, property damage, emotional injury or any other injury, loss or damage of any kind occurring during the term of the agreement and alleged to have been caused in whole or in part by the Lessee, and even if caused by the negligence of the Town or any of their officers, employees, agents, servants and volunteers; and

A Material Safety Data Sheet must be provided forthwith by the Lessee to the Lessor for any product or material applied to the subject property by the Lessor or his agent; and

Any application by the Lessee or their agent of atrazine or sewage sludge or other treated residuals from wastewater treatment (biosolids) on the subject property is expressly prohibited, and will result in the termination of this Lease Agreement, immediately authorizing the Lessor to re-enter and repossess said property without legal process.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals the day and year first above written.

Signed, Sealed and Delivered
In the Presence Of:

TOWN OF MANSFIELD

Matthew W. Hart, Town Manager

Leslie Stearns, Willard J. Stearns and Sons, Lessee

Town of Mansfield, CT - Bonemill Agricultural Field

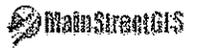


- Zoning
- ConservationEasement
 - Railroad
 - Trails
 - Parcels
 - Streams
 - water
 - wetlands



1 in = 271.45 ft

Printed:
1/2/2013



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Disclaimer: This map is for assessment purposes only. It is not valid for use as a survey or for conveyance

Attachment A

Attachment B

THE LESSEE will submit a form enclosed in Attachment B to the Mansfield Town Manager, by November 30 of each year, a plan for that year's crop which includes a copy of a soil test and a schedule of proposed fertilizer, herbicide and pesticide applications. Any restricted use pesticide must be applied by a licensed applicator. The plan will conform to agricultural practices recommended by the CT Cooperative Extension System or a comparable advisor.

Report form for agricultural leases on Town land

RETURN BY November 30, of the Lease year

****Soil test must be performed at the same time each year (fall is recommended. Results must be attached to this form****

To

Jennifer Kaufman
Parks Coordinator
10 South Eagleville Road
Mansfield, CT 06268
860-429-3015x204
860-429-9773

Email: Kaufmanjs@MansfieldCT.org

Name of Town property

Person submitting this report

Date report was completed

Past growing season's report: Year _____

1. CROP Hay Silage corn Other (Explain)

2. Did you apply manure? Yes No

If yes, please indicate the following:

Type of manure applied	Quantity Per Acre

3. Did you apply fertilizer? Yes No

If yes, please indicate the following:

Type of fertilizer applied	Quantity Per Acre
Lime	
Nitrogen, Phosphorous, Potassium (NPK) indicate the ratio.	
Other	

4. Did you apply pesticides (herbicides, insecticides, fungicides)? Yes No

If yes, please indicate the following:

Type of pesticide applied	Quantity Per Acre	Target Pest	MSDS Attached

5. Were all materials applied in accordance with CT State Law? _____

6. Which winter cover crop did you plant? _____

If none, why not?

7. If appropriate, list the types of tillage (such as mold board plowing, deep zone tillage, disc harrow, etc) used.

8. List any improvements or conservation practices you have implemented.

9. Are there any issues with which the Town can assist?

I _____ certify that all information submitted is correct.

Date _____

Next growing season's plan year _____

1. CROP Hay Silage corn Other (Explain)

2. Do you plan to apply manure?

If yes, please indicate the following:

Type of manure applied	Quantity Per Acre

3. Do you plan to apply fertilizer? Yes No

If yes, please indicate the following:

Type of fertilizer applied	Quantity Per Acre
Lime	
Nitrogen, Phosphorous, Potassium (NPK) indicate the ratio.	
Other	

4. Do you plan to apply pesticides (herbicides, insecticides, fungicides)?

Yes No

If yes, please indicate the following:

Type of pesticide applied	Quantity Per Acre	Target Pest	MSDS Attached

Appendix C

Agricultural Land Usage Agreement Policy

The Town of Mansfield owns seven properties with prime agricultural soils. The Town of Mansfield is committed to keeping this land in agricultural production and therefore leases these properties to local farmers. In order to ensure the preservation of Town agriculture land and to promote good stewardship, the Mansfield Agriculture Committee recommends the following policy to be adhered to by its lessees. The Town understands that in some cases these policies may need to be modified. Modifications must be submitted in writing and must be approved by the Agriculture Committee.

- Cropland Soil Testing
 - Soil tests are to be performed once per year, at the same time of year (fall testing recommended). The soil test is to include Calcium, Magnesium, Phosphorous, and Potassium, as well as percent organic matter. In addition, recommendations from the testing lab for the aforementioned elements are to be obtained. Testing for and addressing deficiencies in additional elements is encouraged. The Lessee may choose the lab they prefer. The University of CT Nutrient Analysis Laboratory is an option.
- Fertilizer / Compost / Manure Types – Specify Allowed / Disallowed and/or standard to be followed
 - Fertilizer applications are to be applied per soil test lab recommendations; modifications to the lab recommendations are allowed with a written explanation.
 - Any application by the Lessee or their agent of sewage sludge or other treated residuals from wastewater treatment (biosolids) on the subject property is expressly prohibited, and will result in the termination of the Lease, immediately authorizing the Licensor to re-enter and repossess said property without legal process.
- Pesticides
 - All Material Safety Data Sheets (MSDS) sheets for scheduled applications of pesticides are to be provided to the Agricultural Committee prior to application for review when submitting yearly reporting forms. For non-scheduled applications of pesticides, all MSDS sheets are to be provided to the Agricultural Committee with the yearly reporting form.
 - All pesticides must be applied according to the manufacturer's recommendations and/or according to cooperative extension recommendations.
 - The use of Atrazine or its agent is expressly prohibited on the subject property, and will result in the termination of the Lease, immediately authorizing the Licensor to re-enter and repossess said property without legal process.
- Subleasing
 - Subleasing is not allowed without written consent from the Town of Mansfield and consultation with the Agriculture Committee.
- Cover Crops
 - Cover crops are required unless there is inadequate time to establish a cover crop post harvest. If no cover crop is applied, Lessee is to provide an explanation. For Leasees that would like assistance choosing cover crops, the Lessee is encouraged to contact the Agricultural Committee.
- Baled Hay and Plastic
 - The Lessee is required to remove baled hay, plastic, and any other residual farming supplies from the subject property at the end of each growing season and no later than December 15th each year.
- Storage of Manure

Adopted by the Town Council on January 14, 2013

Appendix C

- The Lessee will refrain from long-term storage of manure on the site.
- Stone Piles
 - Stones removed from any field and piled around the perimeter are not to exceed 3 feet in height, without written consent of the Agriculture Committee.
- Invasive Plants
 - The Lessee is not to use any plants that are listed as invasive per the Connecticut Department of Environmental Protection.
- Removal of Trees and Shrubs
 - While the trimming of brush and overhanging branches is allowed along the edge of a field, the Lessee is not to remove any trees or shrubs without written consent of the Agriculture Committee.
- Removal of Stonewalls
 - The Lessee is not to remove any stonewalls from the property.
- Fencing
 - The Lessee is not to install or remove any fencing without written consent of the Agriculture Committee.
- Watercourses
 - The Lessee is not to cultivate within 25ft of a water body or watercourse.
- Inspection and Disturbances
 - The Licensor retains the right to enter the property to ensure the aforementioned requirements are being met and to enter and disturb property.
- Non-agricultural Uses
 - Only agricultural uses as defined in Connecticut General Statutes 1-1 (q) are allowed.
- Animals
 - The keeping of animals on the property is allowed with written consent of the Agriculture Committee.
- Agricultural Viability
 - The Lessee is to follow farming practices that maintain the land in good agricultural standing. Examples of this include the usage of cover crops and returning organic matter to the soil and maintaining grass cover on pasture.
- Contract Breach
 - Breach of contract will result in the termination of the Lease, immediately authorizing the Lessee to re-enter and repossess said property without legal process.
- Insurance
 - THE LESSEE will maintain Workmen's Compensation coverage in accordance with the laws of the State of Connecticut if employees are hired to work the land. The Lessee will provide liability insurance with limits of not less than \$1,000,000, naming the Lessor as an additional insured, insuring against loss or injury caused by the Lessee's activity on the demised premises;
 - Heirs have right to harvest upon death of Lessee for the remainder of the current growing season, after which the lease will be terminated.
- The Agriculture Committee encourages lessees to seek out alternatives to genetically modified crops

Agricultural Lease-Baxter Field

Made the _____ day of _____ 2013, between the Town of Mansfield, acting herein by Matthew W. Hart, its Town Manager a municipal corporation located in the County of Tolland, State of Connecticut, hereinafter referred to as "Lessor," and Charlie Galgowski, 117 Baxter Road, Storrs, CT 06268, hereinafter referred to as "Lessee".

WITNESSETH

That the said Lessor, for and in consideration of the covenants hereinafter reserved and contained, and to be kept and fulfilled on the part of said Lessee, has let and by these presents does grant, demise and farm let unto said Lessee for an initial ten (10) year term or ten (10) planting seasons commencing January 1, 2014 with the opportunity to renew for a succeeding term of ten (10) years, the field situated on the south westerly side of 195 and the easterly side of Baxter Rd in the Town of Mansfield as indicated on the attached map entitled "Former Baxter Property – Attachment A" and described in a Warranty Deed from the estate of Mina M. Baxter to the Town of Mansfield, dated July 1, 1997 and recorded in Volume 387, Page 498. If at the end of the term, it is determined by the Lessor that said Lessee is not in material default of any of the covenants herein, Lessee will be given the opportunity to renew the lease for one (1) additional five year (5) year term, subject to the right of the Lessor to modify some terms of the Lease, as set forth below.

AND IT IS FURTHER AGREED that if Lessee is found to be in material default of any of the covenants herein contained, Lessor shall cause written notice of said default to be sent, by Certified Mail to Lessee. In the event Lessee fails to cure said material default to the satisfaction of the Lessor within thirty (30) days after mailing of said notice, then it shall be lawful for Lessor, without further notice to re-enter and take possession of said leased premises, and such re-entry and taking possession shall end and terminate this lease.

AND THE SAID LESSEE does hereby further agree to comply with and conform to all the laws of the State of Connecticut, and the by-laws, rules, and regulations of the Town of Mansfield within which the premises hereby leased are situated, relating to health, nuisance, fire, highways, and sidewalks, so far as the premises hereby leased are, or may be, concerned, and to save the Lessor harmless from all fines, penalties, and costs for violation of, or non-compliance with the same.

THE LESSEE will maintain the cropland and pasture in good agricultural condition and will mow the field at least once a year. In addition the Lessee will follow the policies set forth in Attachment B

THE LESSEE will submit by November 30 of each year a form enclosed in Attachment B to:

Mansfield Natural Resources and Sustainability Coordinator
Parks and Recreation
10 South Eagleville Rd.
Storrs, CT 06268
860-429-3015x204
860-429-9773 (FAX)

Any restricted use pesticide must be applied in accordance with state law. The plan will conform to agricultural practices

recommended by the CT Cooperative Extension System or a comparable advisor.

At the end of the ten (10) year period beginning with the effective date of this lease, the Lessor may review the terms and conditions of the lease to determine whether any changes will be made in the lease at the discretion of the Lessor. The Lessee may terminate the lease at any time upon at least thirty (30) days written notification to the Lessor.

AND AT THE TERMINATION of this lease, if the Lessee is to vacate the premises per this lease, the Lessee will quit and surrender the premises hereby demised in as good state and condition as reasonable use and wear thereof will permit, damages by the elements excepted, and the said Lessor shall have the right to enter said premises for the same purpose of showing the same to applicants for hiring the same. At any time subsequent to the date on which the Lessee provide notice that they intend to terminate the Lease pursuant to the immediately preceding paragraph, said Lessor shall have the right to enter said premises for the same purpose of showing the same to applicants for hiring the same.

The interests of the LESSEE in this Lease are not transferable by them or their agents or fiduciaries or anyone to any entity or person in any way. THE LESSEE and their family shall be relieved of any obligation within this lease should the Lessee become incapacitated or unable to maintain the responsibilities entailed in this agreement, in which cases the Lease shall terminate no later than thirty (30) days thereafter. Additionally, should the Lessee become deceased the Lessee's heirs will be entitled to the harvest of the planting year of the death of the survivor of them, and then the lease will be terminated.

THE LESSEE will maintain Worker's Compensation coverage in accordance with the laws of the State of Connecticut if employees are hired to work the land. The Lessee will provide liability insurance with limits of not less than \$1,000,000, naming the Lessor as an additional insured, insuring against loss or injury caused by the Lessee's activity on the demised premises; and

The LESSEE agree to comply with Mansfield's Agricultural Land Usage Agreement Policy adopted by the Town Council on January 14, 2013 (Attachment C); and

THE LESSEE shall fully indemnify, defend and hold harmless the Town of Mansfield and all of their respective officers, employees, agents, servants and volunteers to the fullest extent allowed by law for any claim for personal injury, bodily injury, death, property damage, emotional injury or any other injury, loss or damage of any kind occurring during the term of the agreement and alleged to have been caused in whole or in part by the Lessee, and even if caused by the negligence of the Town or any of their officers, employees, agents, servants and volunteers; and

A Material Safety Data Sheet must be provided forthwith by the Lessee to the Lessor for any product or material applied to the subject property by the Lessor or his agent; and

Any application by the Lessee or their agent of atrazine or sewage sludge or other treated residuals from wastewater treatment (biosolids) on the subject property is expressly prohibited, and will result in the termination of this Lease Agreement, immediately authorizing the Lessor to re-enter and repossess said property without legal process.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals the day and year first above written.

Signed, Sealed and Delivered
In the Presence Of:

TOWN OF MANSFIELD

Matthew W. Hart, Town Manager

LESSEE

Charlie Galgowski, Lessee

Town of Mansfield, CT - Baxter Field



- Zoning
- Conservation Easement
 - Railroad
 - Trails
 - Parcels
 - Streams
 - water
 - wetlands



1 in = 386.96 ft

Printed:
2/25/2013



Attachment B

THE LESSEE will submit a form enclosed in Attachment B to the Mansfield Town Manager, by November 30 of each year, a plan for that year's crop which includes a copy of a soil test and a schedule of proposed fertilizer, herbicide and pesticide applications. Any restricted use pesticide must be applied by a licensed applicator. The plan will conform to agricultural practices recommended by the CT Cooperative Extension System or a comparable advisor.

Report form for agricultural leases on Town land

RETURN BY November 30, of the Lease year

Soil test must be performed at the same time each year (fall is recommended. Results must be attached to this form

To

Jennifer Kaufman

Natural Resources and Sustainability Coordinator

10 South Eagleville Road

Mansfield, CT 06268

860-429-3015x204

860-429-9773

Email: Kaufmanjs@MansfieldCT.org

Name of Town property

Persons submitting this report

Date report was completed _____

Past growing season's report: Year _____

1. CROP Hay Silage corn Other (Explain)

2. Did you apply manure? Yes No

If yes, please indicate the following:

Type of manure applied	Quantity Per Acre

3. Did you apply fertilizer? Yes No

If yes, please indicate the following:

Type of fertilizer applied	Quantity Per Acre
Lime	
Nitrogen, Phosphorous, Potassium (NPK) indicate the ratio.	
Other	

4. Did you apply pesticides (herbicides, insecticides, fungicides)? Yes No

If yes, please indicate the following:

Town of Mansfield Agricultural Lease-Baxter

Type of pesticide applied	Quantity Per Acre	Target Pest	MSDS Attached

5. Were all materials applied in accordance with CT State Law? _____

6. Which winter cover crop did you plant? _____

If none, why not?

7. If appropriate, list the types of tillage (such as mold board plowing, deep zone tillage, disc harrow, etc) used.

8. List any improvements or conservation practices you have implemented. _____

9. Are there any issues with which the Town can assist? _____

We, _____, certify that all information submitted is correct.

Date _____

Next growing season's plan: Year _____

1. CROP Hay Silage corn Other (Explain)

2. Do you plan to apply manure?

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If yes, please indicate the following:

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Appendix C

Agricultural Land Usage Agreement Policy

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- Storage of Manure

Appendix C

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 - Heirs have right to harvest upon death of Lessee for the remainder of the current growing season, after which the lease will be terminated.
- The Agriculture Committee encourages lessees to seek out alternatives to genetically modified crops



Town of Mansfield
Lease Application
Mansfield Agricultural Property

Applicant Information

Name Charles Galgowski

Farm Name Round The Bend Farm

Address 117 Baxter Road, Storrs, CT 06268

Phone 860 429-7094

Email Cgalgowski@charter.net

Type of agricultural operation experience:

Dairy (specify years in business)

Crops (specify types and years in business)

Assorted Vegetables and pumpkins - 6 years commercial

Organic and Nutrient Dense Experiments, soil building, mowing + brush clearing - 11 years
Animals (specify types and years in business)

From 1953-1977 raised and worked on a dairy farm and neighboring orchard, 4-H dairy and beef projects.

Other (specify types and years in business)

Master's degree Soil Science, BS degree Civil Engineering, 33 years with USDA-NRCS designing conservation work for farms and other lands.

Describe capacity and experience to manage a leased agricultural property

I have leased Baxter Property for about 10 years. Have done required soil testing, cover crops, mowing, brush clearing, and record keeping. I have a tractor, rotary mower, chainsaw, harrow, hand seeder, stone boat, and many hand tools. I plan to buy more farm equipment.

Describe past experience and improvements made if you have leased Town properties

At Baxter, I have raised pumpkins and given hay rides, suppressed wood chuck populations, filled 70 burrows, picked about 30 tons of rocks, removed 8 dead maples, suppressed Japanese knotweed, multi flora rose, autumn olive, cleaned the pond the drain, trimmed limbs and brush at edge of the field. Raised cover crops of rye, barley, sorghum-sudan, red clover. Converted to organic status.

Proposal

Name of property you are applying to lease

Baxter Property

Intended use of the property, including planned crops or other uses

Maintain property as an organic farm. Make hay, rotate vegetable crops, raise blueberries (if market is not glutted) and lionberries. Plant assorted flower mixes to provide native and commercial bee habitat. Use manure for fertilizer, if local manure is hard to find, raise 8 to 10 steers for meat and manure production.

How does this fit your business plan?

The 10 acres of the Baxter property along with my 5 acre farm create an isolated organic farm somewhat protected from genetically modified organisms. I will market out of my garage which has good road side visibility. Commercial sales will begin after I retire from my present job in approximately 2 to 3 years. Hay and vegetables will bring in income as berries mature.

What is your stewardship plan for the property?

Maintain organic status, build soil health and organic matter with multispecies cover crops, pick more rocks, use tillage turnips to relieve soil compaction. Fence out deer and fence in cattle. Build berry nets. Run irrigation from my land to Baxter. To make all this happen with the necessary money and time inputs, I will need to lease the property for the rest of my life.

How would your use of the property benefit the citizens of Mansfield?

It will provide locally available organic hay, vegetables, and berries. By acquiring a long term lease to the Baxter Property, it might become more practical to sell my development rights from two potential building lots directly across the road. This would create a small ag land preserved farm with farm housing and utilities adjacent to leasable land, providing food and aesthetic benefits to future generations.

Applicant Signature

Charles Galgowski

Date March 29, 2012

MANSFIELD AGRICULTURE COMMITTEE
DRAFT Minutes of December 3, 2013, meeting
Audrey P. Beck Municipal Building, Conference Room B, 7:30 p.m.

1. Chairman Cyr called the meeting to order at 7:32.

Present: Al Cyr, Charlie Galgowski, Vicky Wetherell, , Kathleen Paterson, Ed Hall.

2. Minutes of the November 5, 2013 meeting were approved.

Old Business

3. *Mansfield Tomorrow* A draft of the POCD will be available for review in mid-December.

4. *Agriculture leases – Baxter field* The committee previously recommended that Shundahai Farm have an extended lease for this field. Since then, Shundahai Farm has decided not to lease the field. The only other applicant was Charlie Galgowski. After he presented a plot plan and a list of proposed capital improvements to the field, Galgowski recused himself from further discussion and voting. The committee discussed the proposal and the extent of capital expenditures. They voted unanimously to recommend that Galgowski have the lease on the same terms as offered to Shundahai Farm (Cyr motioned, Wetherell seconded). This would be a 10- year lease with an option to renew for an additional 10 years. The committee also voted unanimously to recommend that the entire parcel (both field and woods) be leased to Galgowski (Cyr motioned; Hall seconded).

5. *Farmers Meeting* The committee discussed the upcoming meeting for members of the agricultural community and town officials. The committee recommends an evening meeting during mid-week in February at E O Smith's Vo-Ag department. As in the past, the committee would request that Vo-Ag students offer a tour of the facilities before the meeting. Several topics are being considered for presentations and discussion at the meeting. Jennifer will be asked to contact the Vo-Ag department to ask if they wish to host the meeting.

New Business

6. *Approval of 2014 meeting dates* The committee reviewed the proposed meeting dates (first Tuesday of the month), and they approved these dates.

Future Agendas

7. The committee scheduled discussion of new farmer initiatives for the January 2014 meeting, of easements for the March 2014 meeting, and of a budget for outreach efforts at the January meeting.

The meeting adjourned at 8:25. Next meeting on January 7, 2014.

Respectfully submitted,

Vicky Wetherell, secretary



PLANNING AND ZONING COMMISSION
TOWN OF MANSFIELD

AUDREY P. BECK BUILDING
FOUR SOUTH EAGLEVILLE ROAD
MANSFIELD, CONNECTICUT 06268
(860) 429-3330

To: Town Council
From: Planning and Zoning Commission
Date: Thursday, December 05, 2013
Re: 8-24 Referral; Ag Leases

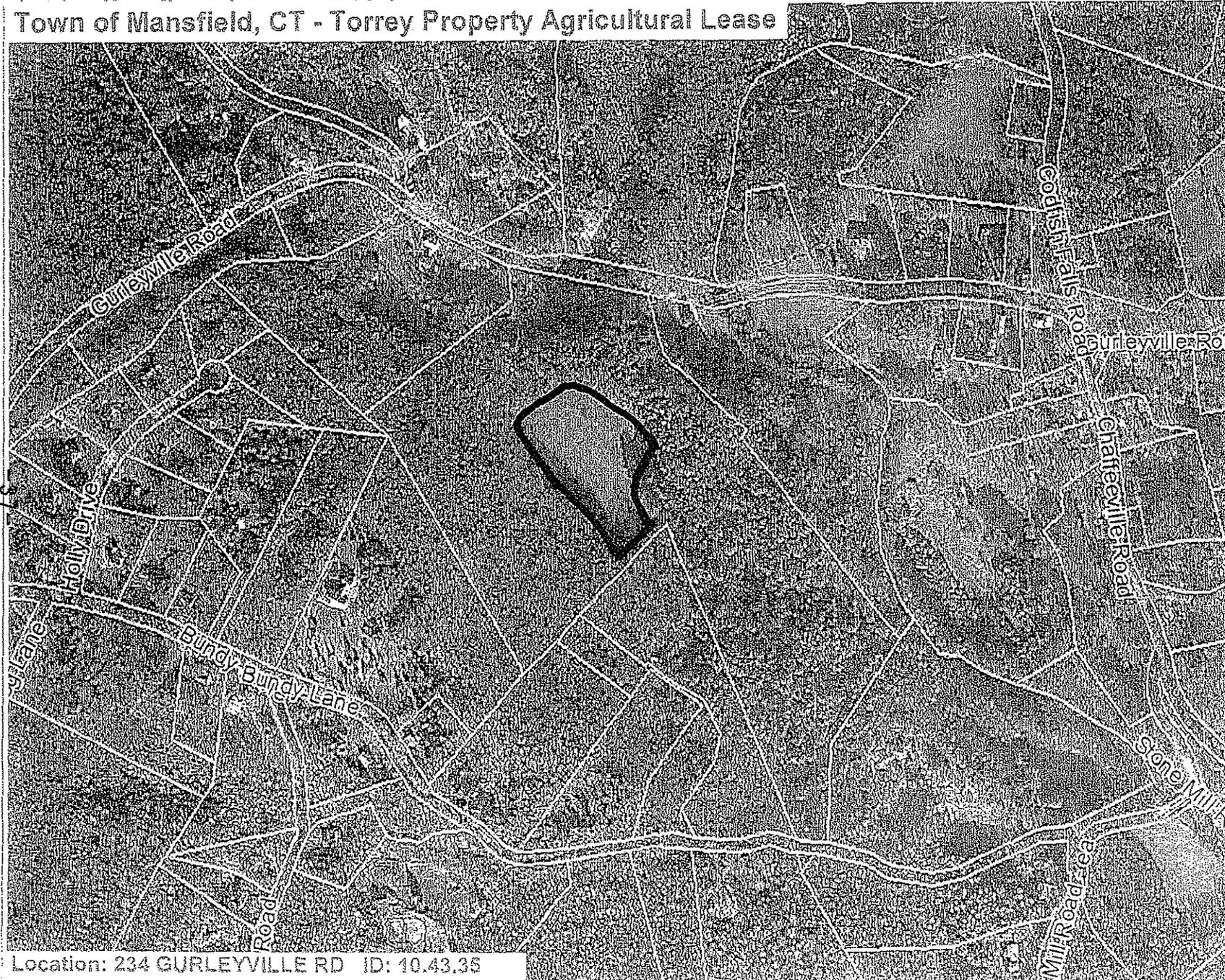
At a meeting held on 12/2/13, the Mansfield Planning and Zoning Commission adopted the following motion:

"That the PZC report to the Town Council that the proposed leases are consistent with Mansfield's Plan of Conservation and Development and recommend that the leases be approved to facilitate active cultivation of town-owned agricultural property. "

Town of Mansfield, CT - Torrey Property Agricultural Lease



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



1 in = 456.83 ft

Printed:
3/15/2012

MainStreetGIS
www.mainstreetgis.com

Location: 234 GURLEYVILLE RD ID: 10.43.35

MainStreetGIS, LLC - www.mainstreetgis.com / info@mainstreetgis.com

Disclaimer: This map is for assessment purposes only. It is not valid for use as a survey or for conveyance

Attachment A

Town of Mansfield, CT - Mt Hope Park Agricultural Lease



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



1 in = 345.51 ft

Printed:
3/15/2012



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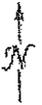
Disclaimer: This map is for assessment purposes only. It is not valid for use as a survey or for conveyance

Attachment A

Town of Mansfield, CT - Eagleville Preserve Agricultural Lease



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



1 in = 319.01 ft

Printed:
3/15/2012

MainStreetGIS
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MainStreetGIS, LLC - www.mainstreetgis.com / info@mainstreetgis.com

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Attachment A



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



1 in = 319.01 ft

Printed: 3/15/2012



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Attachment A

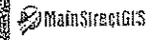
Town of Mansfield, CT - Coventry Road Field



- Zoning
- Conservation Easement
 - Railroad
 - Trails
 - Parcels
 - Streams
 - water
 - wellands

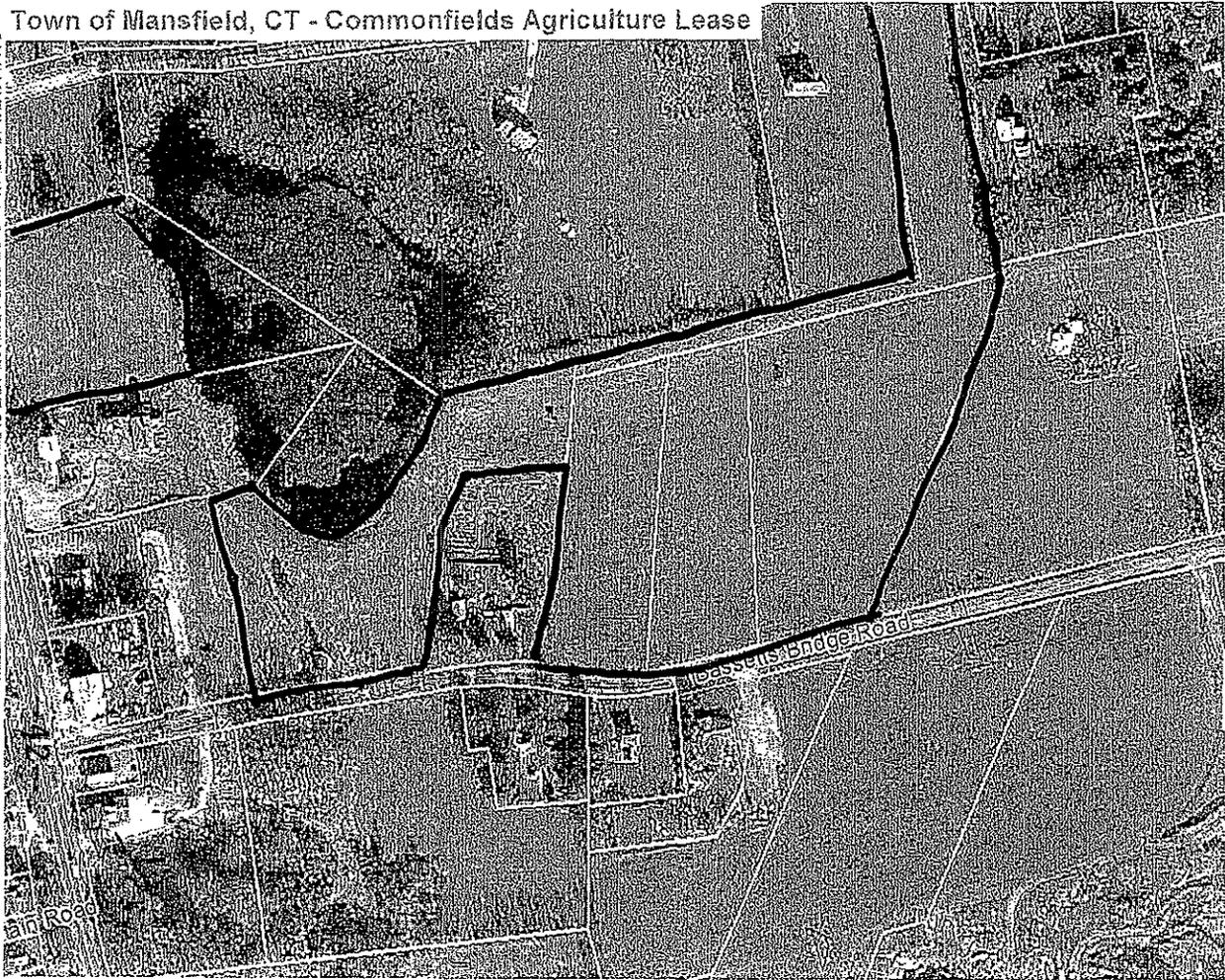

1 in = 674.3 ft

Printed:
2/25/2013



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Attachment A



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



1 in = 254.39 ft

Printed:
3/15/2012

MainStreetGIS
www.mainstreetgis.com

MainStreetGIS, LLC - www.mainstreetgis.com / info@mainstreetgis.com

Disclaimer: This map is for assessment purposes only. It is not valid for use as a survey or for conveyance.

Attachment A



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant Town Manager; Mary Stanton, Town Clerk
Date: December 9, 2013
Re: Meetings of the Council

Subject Matter/Background

The April 14, 2014 regular meeting of the Council falls on Passover. Regretfully, staff did not notice this scheduling conflict when preparing the 2014 Town Council meeting schedule adopted by the Council on November 12, 2013. Customarily, the Council has altered its meeting schedule to avoid meeting on major holidays.

Recommendation

Staff recommends the Council cancel the regular meeting currently scheduled for April 14, 2014.

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

Move, effective December 9, 2013, to cancel the Town Council's regular meeting scheduled for April 14, 2014.

Attachments

- 1) Town Council 2014 Meeting Schedule (revised)



Town Council 2014 Meeting Schedule

In accordance with CGS§ 1-4 and the Mansfield Town Charter the following dates are approved for the Mansfield Town Council's 2014 meeting schedule:

January 13, 2014
January 27, 2014
February 10, 2014
February 24, 2014
March 10, 2014
March 24, 2014
April 28, 2014
May 12, 2014
May 27, 2014 (Tuesday due to Memorial Day)
June 9, 2014
June 23, 2014
July 14, 2014
July 28, 2014
August 11, 2014
August 25, 2014
September 8, 2014
September 22, 2014
October 14, 2014 (Tuesday due to Columbus Day)
October 27, 2014
November 10, 2014
November 24, 2014
December 8, 2014
December 22, 2014

Unless otherwise indicated the Mansfield Town Council will meet the second and fourth Monday of each month. All Regular Meetings are to be held in the Council Chambers of the Audrey P. Beck Building and will begin at 7:30 p.m.



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MattH*
CC: Maria Capriola, Assistant Town Manager
Date: December 9, 2013
Re: Community/Campus Relations

Subject Matter/Background

At Monday's meeting, staff will present a revised Memorandum of Understanding between the Town of Mansfield and the University of Connecticut regarding the Town-University Relations Committee. In addition, we will provide an update on the Town's recent communication to the University concerning the *Next Generation Connecticut* initiative.

Attached please find a proposed Memorandum of Understanding between the Town of Mansfield and the University of Connecticut regarding the Town-University Relations Committee. The Town and the University initially formed the Committee in 1992. In 2009 the parties revised the composition of the membership and the charge to the Committee (see attached Memorandum of Understanding dated 08/04/09).

Since Spring Weekend has become much less of a focus for the Committee, and a number of staff changes have occurred at the University, the Committee felt an update of the Memorandum of Understanding was in order. Consequently, the Town-University Relations Committee has prepared a revised MOU for the Council's consideration.

The number of recommended Committee members remains as follows: nine members from the Town (including the Mansfield Community Campus Partnership representative which has always been a community member) and nine members from the University. The one recommended substantive change in membership is that one of the three citizen slots for the Town be replaced by the Mansfield Resident Trooper Sergeant. Since the University's police department has a voting member, the Committee thought it appropriate for the Town's Resident Trooper Sergeant to be a voting member. There is currently a vacant citizen slot, so the Resident Trooper Sergeant will not replace an actual person on the Committee.

Recommendation

If the Town Council concurs with the Town-University Relations Committee recommendation to revise the Memorandum of Understanding, the following motion is in order:

MOVE, effective December 9, 2013, to authorize Mayor Elizabeth C. Paterson to execute the attached Memorandum of Understanding between the Town of Mansfield and the University of Connecticut regarding the Town-University Relations Committee.

Attachments

- 1) Proposed MOU between the Town and the University regarding the Town-University Relations Committee
- 2) 2009 MOU between Town and the University regarding the Town-University Relations Committee
- 3) 1992 Town Council Resolution Establishing Town-University Relations Committee
- 4) S. Herbst re Next Generation Connecticut

MEMORANDUM OF UNDERSTANDING
BETWEEN
THE TOWN OF MANSFIELD, CONNECTICUT
AND
THE UNIVERSITY OF CONNECTICUT

[revised December ____, 2013]

This Committee shall be known as the Town-University Relations Committee.

This Committee shall discuss issues of interest to the Town and the University, as it has since its inception in 1992. These discussions have proven to be valuable in distributing information about ventures and initiatives of interest to all parties and in resolving disagreements.

There shall be eight representatives from the Town (at least one of which shall be a member of the business community), seven representatives from the University, two representatives from the Student Body, and one representative from the Mansfield Community-Campus Partnership.

The Committee will establish its regular meeting schedule annually and file it with the Mansfield Town Clerk by January 31st as required by law.

The Committee shall be co-chaired by the Mayor of Mansfield or his/her designee and the President of the University or his/her designee.

The Town / University Relations Committee shall be constituted as follows:

From the Town (8)

- The Mayor or his/her designee
- Town Manager
- A member of the Planning and Zoning Commission, designated by the PZC
- An additional member of the Town Council, designated by the Town Council
- Mansfield Resident Trooper Coordinator/Sergeant
- A member representing the Mansfield business community, designated by the Town Council
- Two other citizens of Mansfield, designated by the Town Council

These will be two-year terms if not ex officio appointments, with terms ending June 30. Members are eligible for reappointment.

From the University (7)

- The President or his/her designee
- The Director of Planning or his/her designee
- The Vice President for Student Affairs
- The Designee from the Office of Environmental Policy
- The Chief of Police/Director of Public Safety or his/her designee
- The Director of Logistics Administration
- The Director of Off-Campus Student Services

From the Student Body (2)

- The President of Undergraduate Student Government or her/his designee
- The Chair of the External Affairs Committee of the Undergraduate Student Government or her/his designee

From the Mansfield Community-Campus Partnership (1)

- A student, resident, or staff representative from the Mansfield Community-Campus Partnership, selected by the Partnership.

Elizabeth C. Paterson
Mayor, Town of Mansfield

(Date)

President, University of Connecticut

(Date)

SUPPLEMENTAL MEMORANDUM OF UNDERSTANDING
BETWEEN
THE TOWN OF MANSFIELD, CONNECTICUT
AND
THE UNIVERSITY OF CONNECTICUT

SUBJECT: University / Town Relations Committee

1. This Memorandum of Agreement amends the original memorandum of April 27, 1992, constituting and charging the University / Town Relations Committee. The April 27, 1992 memorandum is attached.
2. The Committee agrees with the recommendation of the University Board of Trustees' Student Life Committee, that the Town of Mansfield and the University of Connecticut administrative and student leadership establish a standing committee through which all efforts and initiatives related to Spring Weekend are cooperatively addressed.
3. At its regular meeting on April 14, 2009, the University / Town Relations Committee agreed to act as this recommended standing committee and to focus future Committee attention on the issues surrounding Spring Weekend.
4. To address this additional responsibility, the University / Town Relations Committee agrees to expand its membership to more adequately represent constituents with interest and expertise in the issues surrounding Spring Weekend.
5. This additional focus adopted by the University / Town Relations Committee is not intended to replace or supersede the responsibilities of other Town and/or University committees or officials. Rather, it is an effort to combine more effectively the efforts of all parties to address the issues presented by Spring Weekend.
6. The Committee will also continue to discuss other issues of interest to the Town and the University, as it has since its inception in 1992. These discussions have proven to be valuable in distributing information about ventures and initiatives of interest to all parties and in resolving disagreements.
7. The Committee will continue its oversight of Spring Weekend until such time as the Committee, by approval of its members, shall decide that such focus is no longer necessary or appropriate.
8. The Town / University Relations Committee shall be constituted as follows:

From the Town (8)

1. The Mayor or his/her designee
2. Town Manager
3. A member of the Planning and Zoning Commission, designated by the PZC
4. An additional member of the Town Council, designated by the Town Council
5. A member representing the Mansfield business community, designated by the Town Council
6. Three other citizens of Mansfield, designated by the Town Council

These will be three-year staggered terms if not ex officio appointments. Members are eligible for reappointment.

From the University (7)

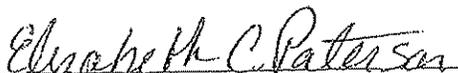
1. The President or his/her designee
2. The Vice President and Chief Operating Officer
3. The Vice President for Student Affairs
4. The Associate Vice President for Administration and Operations
5. The Associate Vice President for Public and Environmental Safety
6. The Director of Off-Campus Student Services

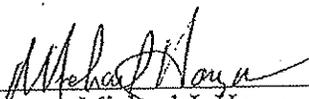
From the Student Body (2)

1. The President of Undergraduate Student Government or her/his designee
2. The Chair of the External Affairs Committee of the Undergraduate Student Government or her/his designee

From the Mansfield Community-Campus Partnership (1)

1. A student, resident, or staff representative from the Mansfield Community-Campus Partnership, selected by the Partnership.
9. The Committee shall meet monthly, in the Town Hall.
10. The Committee shall be co-chaired by the Mayor of Mansfield and the President of the University or his/her designated member on the Committee.


Elizabeth C. Paterson
Mayor, Town of Mansfield


Michael J. Hogan
President, University of Connecticut

8/4/09
(Date)

8-4-09
(Date)

UNIVERSITY-TOWN RELATIONS COMMITTEE

By consensus the following was recommended for presentation to University officials as a Memo of Understanding.

This Committee shall be known as the University-Town Relations Committee

There shall be seven representatives from the University and seven from the Town.

At least one of the University representatives shall be a student and at least one of the Town representatives shall be a member of the business community.

The committee shall meet at least four times per year.

Meeting locations shall rotate between a University building and a town building.

The Committee shall be co-chaired by the Mayor of Mansfield and by the Associate Vice President for Government Affairs.

So passed unanimously.



University of Connecticut
Office of the President

Susan Herbst
President

December 5, 2013

Matthew W. Hart
Town Manager
Town of Mansfield
4 South Eagleville Road
Mansfield, CT 06268

Dear Matt:

Thank you for your letter dated November 5, regarding the *Next Generation Connecticut* initiative at the University of Connecticut.

This \$1.5 billion investment, which was championed by Governor Malloy and state legislative leaders, will allow UConn to dramatically enhance its teaching and research efforts in key areas that are vital to the state's economic future. Key components of this initiative include increasing student enrollment on the Storrs campus over a ten year period, renovation and new construction of dormitories and academic buildings, and an increase in the size of our faculty.

A great deal of strategic planning is now underway as the university works to appropriately manage the implementation of this initiative. We are eager to work with the town to help ensure that this process thoughtfully addresses how NextGen will impact not only the university and our campuses, but Mansfield as well.

To that end, we would welcome your formal participation as well as that of Linda Painter in the university's ongoing NextGen planning process. I have asked our University Master Planner and Chief Architect, Laura Cruickshank, to contact you and Linda directly.

Further, we agree that it is important that the possible effects NextGen be appropriately gauged on a variety of levels, including the effect on the town of Mansfield. In light of that, I would propose that the university and the town jointly undertake and fund a study that measures NextGen's impact on key municipal and university services. If you and the council are agreeable to this approach, I will ask relevant university staff members to work with you directly to determine the parameters of this study and its areas of focus to ensure it best meets the planning needs of both the town and UConn.

An Equal Opportunity Employer

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

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

Matthew W. Hart
December 5, 2013

As you know, work is already well underway with respect to securing additional water supply not only to meet NextGen requirements but specifically to meet the town's needs, at no cost to Mansfield taxpayers. This is one of the immediate local benefits of the state's decision to invest in NextGen and the Tech Park.

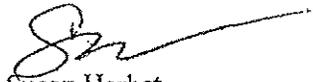
Finally, the university understands the importance of the PILOT program to the town of Mansfield and your unique position as a "college town." The health and vitality of Mansfield is, without question, important to the university, as we have demonstrated through our support for the Mansfield Downtown Partnership and Storrs Center, the development of the four corners area, and our work together regarding water and sewer issues, among others.

We are certainly willing to use our voice as an institution to articulate Mansfield's needs and priorities to leaders in state government when it comes to the PILOT program and state support generally.

We are aware of the federally-funded Housing and Urban Development grant that is supporting the Mansfield Tomorrow planning effort which has been underway for almost a year now. While we know that its work is not yet complete, it is our understanding that the anticipation of NextGen has been a significant theme. Once final, presumably it will be useful in tailoring the scope as well as informing the proposed jointly-funded impact statement.

As you know, we view UConn-Storrs-Mansfield as one community, with futures that are closely intertwined. We believe that we have forged a very positive and productive relationship with the town, and we at UConn place a high value on continuing to maintain and enhance that relationship.

Sincerely,



Susan Herbst

C: State Senator Donald Williams
State Representative Gregory Haddad
State Representative Linda Orange
Town-University Relations Committee
Michael Kirk, Deputy Chief of Staff to the President
Laura Cruickshank, University Master Planner and Chief Architect
Richard Gray, Exec. Vice President for Administration and CFO
Thomas Callahan, Associate Vice President

PAGE
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**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant Town Manager; Virginia Walton, Recycling Coordinator
Date: December 9, 2013
Re: MRRA, Trash Rate for 160 Gallon Can Service and Fee for an Additional Recycle Container

Subject Matter/Background

The Town recently changed the single-family trash and recycling collector, after bidding the service this summer. With the new contract, trash containers of four different sizes have been supplied by the contractor, Willimantic Waste Paper. Each container size corresponds with a service level; the smaller the container, the lower the price for collection service. At the time when the bid alternate for automated collection was being prepared, the Solid Waste Advisory Committee recommended that the highest service level not exceed a 96 gallon container.

After two months of using the provided cans, there are about 30 households that consistently produce more than 96 gallons worth of trash each week. Staff has proposed a higher service level, using a 96 gallon and 64 gallon trash container combined, to provide a 160 gallon capacity for a new fee of \$41.75 per month. The Solid Waste Advisory Committee endorsed the proposed new service level and fee at its November 14, 2013 meeting.

In addition, there have been about a dozen households which have requested an additional 64 gallon recycling container to help meet their needs. While the vast majority of households find the 64 gallon container adequate, there are larger households that overfill the container. With the previous contract, recyclables were unlimited and they were manually collected in whatever containers residents set them out in. With automated collection service, all recyclables need to be in an automated container in order to be taken. Willimantic Waste Paper has agreed to provide an additional recycling container at its container fee of \$4.95 per month. The current trash fee has the \$4.95 for one 64 gallon recycling container built into the charge. Since the motivation behind unit based pricing for trash collection is to encourage waste prevention and recycling, the Solid Waste Advisory Committee wrestled with whether to pass the additional charge on to a household or absorb it in the Solid Waste Fund. At its November 14, 2013

meeting, the Solid Waste Advisory Committee decided to endorse adding a fee of \$5 per month for an additional recycling container.

Financial Impact

The proposed fees would not have a negative financial impact on the solid waste budget as they incorporate the hauler's cost (and tipping fee for the 160 gallon trash service level). The proposed trash rate has a similar cost difference (\$6.00) from the other service levels. The proposed charge for an additional recycling container is designed to round up the hauler's cost and to pass it on to the resident.

Legal Review

The Town Attorney has reviewed previous proposals for the single family trash and recycling rates and found them in keeping with the form and consistency of the current framework of the solid waste regulations. Since the two proposed rates are additions to the current framework, the Town Attorney's review was not needed for this item.

Recommendation

Staff is recommending that the Council in its role as the *Mansfield Resource Recovery Authority* add the recommended new single-family services to the Town's solid waste regulations.

If the MRRA supports this recommendation, the following resolution is in order:

Resolved, by the Mansfield Resource Recovery Authority, to amend sections A196-12(F) & (G) of the Mansfield Solid Waste Regulations as detailed below, which amendments shall be effective December 9, 2013.

160 gallon service	Weekly curbside automated refuse pickup of a 96-gallon and 64-gallon carts	\$41.75
	Curbside automated pickup of single-stream recycling (newspaper, magazines, corrugated cardboard, household cardboard, glass and metal food and beverage containers, plastic containers) every week	
	Unlimited curbside refuse pickup on the regular pickup day 1 week in the winter, as designated by the Town	
Additional recycling container	Weekly curbside automated recycling pickup of an additional 64-gallon labeled recycling cart	\$5.00

Attachments

- 1) Rates for single-family collection

Level of Service	Description	Monthly Fee
20 gallon service	<p>Weekly curbside automated refuse pickup of a 20-gallon cart</p> <p>Curbside automated pickup of single-stream recycling (newspaper, magazines, corrugated cardboard, household cardboard, glass and metal food and beverage containers, plastic containers) every week</p> <p>Unlimited curbside refuse pickup on the regular pickup day 1 week in the winter, as designated by the Town</p>	\$16.00
35 gallon service	<p>Weekly curbside automated refuse pickup of a 35-gallon cart</p> <p>Curbside automated pickup of single-stream recycling (newspaper, magazines, corrugated cardboard, household cardboard, glass and metal food and beverage containers, plastic containers) every week</p> <p>Unlimited curbside refuse pickup on the regular pickup day 1 week in the winter, as designated by the Town</p>	\$22.75
64 gallon service	<p>Weekly curbside automated refuse pickup of a 64-gallon cart</p> <p>Curbside automated pickup of single-stream recycling (newspaper, magazines, corrugated cardboard, household cardboard, glass and metal food and beverage containers, plastic containers) every week</p> <p>Unlimited curbside refuse pickup on the regular pickup day 1 week in the winter, as designated by the Town</p>	\$29.00
96 gallon service	<p>Weekly curbside automated refuse pickup of a 96-gallon cart</p> <p>Curbside automated pickup of single-stream recycling (newspaper, magazines, corrugated cardboard, household cardboard, glass and metal food and beverage containers, plastic containers) every week</p> <p>Unlimited curbside refuse pickup on the regular pickup day 1 week in the winter, as designated by the Town</p>	\$35.75
160 gallon service	<p>Weekly curbside automated refuse pickup of a 96-gallon and 64-gallon carts</p> <p>Curbside automated pickup of single-stream recycling (newspaper, magazines, corrugated cardboard, household cardboard, glass and metal food and beverage containers, plastic containers) every week</p> <p>Unlimited curbside refuse pickup on the regular pickup day 1 week in the winter, as designated by the Town</p>	\$41.75

Level of Service	Description	Monthly Fee
Additional recycling container	Weekly curbside automated recycling pickup of an additional 64-gallon labeled recycling cart	\$5.00



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant Town Manager; Lon Hultgren, Director of Public Works; Linda Painter, Director of Planning and Development; Cynthia van Zelm, Executive Director of the Mansfield Downtown Partnership, Inc.
Date: December 9, 2013
Re: Deed Adjustment – Wilbur Cross Way at Supermarket Southeast Corner

Subject Matter/Background

When the original property was deeded to the Town for Wilbur Cross Way, a “carve out” was made to allow the corner of the supermarket building to extend slightly into what would have been the right-of-way for Wilbur Cross Way. This was done with the Town’s full knowledge and permission, as it was a very tight fit to get the supermarket building in between Wilbur Cross Way and Storrs Road (Route 195).

When the supermarket structure was actually built, they overshot this “carve out” by about six inches. As a result, the deed needs to be adjusted so that the building and road are appropriately separated.

The attached deed revision and map needs to be referred to the Planning and Zoning Commission for review prior to Council action on this item.

Legal Review

The documents have been reviewed by the Town Attorney.

Recommendation

Staff recommends the Town Council refer this item to the Planning and Zoning Commission for review.

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

Move, effective December 9, 2013, to refer the proposed revision of the property line between the Supermarket parcel and the Wilbur Cross Way right-of-way to the Planning and Zoning Commission for review pursuant to Section 8-24 of the Connecticut General Statutes.

Attachments

- 1) Quitclaim Deed from the Town of Mansfield to Storrs Center Alliance, LLC
- 2) Map of Deed Transfer Area

Record and return to:
Storrs Center Alliance, LLC
c/o Edward S. Hill, Esq.
Cappalli & Hill, LLC
325 Highland Avenue
Cheshire, CT 06410

Quit Claim Deed

Town of Mansfield, a municipal corporation having its territorial limits in Tolland County, with an office and principal place of business at 4 South Eagleville Road, Mansfield, CT 06268 (hereinafter referred to as the "Grantor") for the consideration of One Dollar (\$1.00) and other good and valuable considerations received to its full satisfaction of **Storrs Center Alliance, LLC**, a Connecticut limited liability company, whose mailing address is c/o Leyland Alliance LLC, P.O. Box 878, Tuxedo, NY 10987 (hereinafter referred to as the "Grantee") grants, with QUIT-CLAIM COVENANTS, to the Grantee:

All of that tract or parcel of land, situated in the Town of Mansfield, County of Tolland and State of Connecticut, containing a total of 27 square feet or 0.0006 acres and more particularly bounded and described as follows, and also depicted as "Area To Be Conveyed To Storrs Center Alliance, LLC = 27 Sq. Ft. or 0.0006 Acres" on the map hereinafter referred to:

Commencing at a Connecticut Highway Department monument found on the easterly highway line of present Storrs Road (State Route 195), thence running along said easterly highway line of present Storrs Road (State Route 195) North $46^{\circ}-00'-16''$ West a distance of 173.28 feet to a point, thence running North $40^{\circ}-46'-26''$ West a distance of 2.30 feet to a point, said point being at the northwesterly corner of land now or formerly State of Connecticut (Map 16, Block 41, Lot 10);

Thence running along the northerly line of said land of State of Connecticut (Map 16, Block 41, Lot 10) North $47^{\circ}-22'-51''$ East a distance of 4.73 feet to a point;

Thence running along an easement for highway purposes in favor of the State of Connecticut along a curve to the right having a radius of 1,755.00 feet, a delta angle of $00^{\circ}-05'-12''$, an arc length of 26.13 feet and a chord bearing of North $41^{\circ}-05'-48''$ West a chord distance of 26.13 feet to a point, along a curve to the right having a radius of 1,355.00 feet, a delta angle of $02^{\circ}-01'-58''$, an arc length of 48.07 feet and a chord bearing of North $39^{\circ}-39'-13''$ West a chord distance of 48.07 feet to a point;

Thence running along land now or formerly Town of Mansfield, Charles Smith Way, North $62^{\circ}-59'-12''$ East a distance of 34.65 feet to a point, North $47^{\circ}-27'-19''$ East a distance of 77.21 feet to a point, North $46^{\circ}-01'-10''$ East a distance of 98.35 feet to a point;

Thence running along other land now or formerly Town of Mansfield, Wilbur Cross Way, the following six (6) courses and distances: North $28^{\circ}-32'-13''$ West a distance of 12.73 feet to a point, North $43^{\circ}-26'-38''$ West a distance of 92.95 feet to a point, along a

curve to the right having a radius of 121.00 feet, a delta angle of 11°-17'-02", an arc length of 23.83 feet and a chord bearing of North 37°-48'-07" West a chord distance of 23.79 feet to a point, North 32°-09'-36" West a distance of 134.90 feet to a point, North 28°-02'-44" West a distance of 54.12 feet to a point, North 39°-22'-33" West a distance of 10.43 feet to the **True** point and place of beginning, said point also being the southwest corner of the herein described parcel;

Thence continuing along said land of Town of Mansfield, Wilbur Cross Way, North 39°-22'-33" West a distance of 0.51 feet to a point, North 57°-09'-00" East a distance of 4.58 feet to a point, North 32°-51'-00" West a distance of 47.63 feet to a point, along a curve to the right having a radius of 408.00 feet, a delta angle of 00°-13'-42", an arc length of 1.62 feet and a chord bearing of North 14°-56'-09" West a chord distance of 1.62 feet to a point;

Thence running through said land of Town of Mansfield, Wilbur Cross Way, South 32°-51'-00" East a distance of 49.68 feet to a point, South 57°-09'-00" West a distance of 5.02 feet to the **True** point and place of beginning.

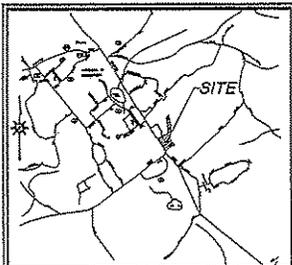
For a more particular description of the above described land, reference is made to a map to be filed in the Mansfield Town Clerk's Office entitled "Lot Line Modification Plan Storrs Center Storrs Road (Route 195), Charles Smith Way & Wilbur Cross Way Mansfield, Connecticut" Scale 1"=40' Dated 11/13/2013, rev. 11/26/2013, Sheet No. BS-7, prepared by BL Companies, Inc. Meriden, Connecticut.

Signed this _____ day of _____, 2013

Witnessed by:

Town of Mansfield

By: _____
Matthew W. Hart
Town Manager



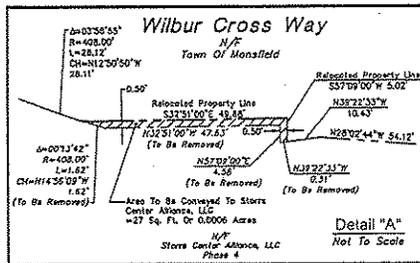
LOCATION MAP
NOT TO SCALE

CURVE TABLE

CURVE	DELTA	RADIUS	LENGTH	CHORD BEARING	CHORD
C1	01°-42'-27"	381.00'	11.35'	S 06°-12'-14" W	11.34'
C2	04°-10'-37"	408.00'	29.74'	S 12°-57'-41" E	29.74'
C3	11°-17'-02"	121.00'	23.83'	S 37°-48'-07" E	23.79'
C4	00°-05'-17"	1,755.00'	26.13'	N 41°-05'-48" W	26.13'
C5	02°-01'-58"	1,355.00'	48.07'	N 39°-39'-13" W	48.07'

LINE TABLE

LINE	BEARING	LENGTH
L1	N 58°-00'-18" E	1.00'
L2	S 03°-41'-50" W	40.29'
L3	S 57°-09'-40" W	4.58'
L4	S 39°-22'-33" E	10.94'
L5	S 28°-02'-44" E	54.12'
L6	S 28°-12'-31" E	12.73'



GENERAL NOTES

- THIS MAP HAS BEEN PREPARED IN ACCORDANCE WITH THE REGULATIONS OF CONNECTICUT STATE AGENCIES, SECTIONS 20-300-1 THROUGH 20-300-20 AND THE "STANDARD PRACTICES FOR SURVEYS AND MAPS IN THE STATE OF CONNECTICUT" AS ADOPTED BY THE CONNECTICUT ASSOCIATION OF LAND SURVEYORS, INC. ON SEPTEMBER 18, 1981.
- THIS PLAN CONFORMS TO HORIZONTAL ADJUSTMENT CLASS A-1.
- EXISTING BOUNDARY INFORMATION IS BASED UPON A RECONCILE AND RECORD TO MAP PROVIDED. RELOCATED PROPERTY LINES ARE BASED UPON AN ORIGINAL SURVEY.
- THE TYPE OF SURVEY PREPARED IS A LOT LINE ADJUSTMENT SURVEY AND IS INTENDED TO CORRECT THE RELOCATED PROPERTY LINES WITH RESPECT TO MISMATCHES FOUND, EASEMENTS, AND ROADWAYS.
- NOTES ANNOT AND REVISIONS REFER TO THIS PLAN.
- REVISIONS IS MADE TO THE FOLLOWING MAP:
 - "LOT LINE & EASEMENT LINE ADJUSTMENT PLAN, STORRS CENTER STORRS ROAD & POST OFFICE ROAD MANSFIELD, CONNECTICUT" SCALE 1"=40' DATE 09/14/2010 SHEET NO. 10-20 AND PREPARED BY DR. COMPANHEC INC. METHOD, CONNECTICUT.



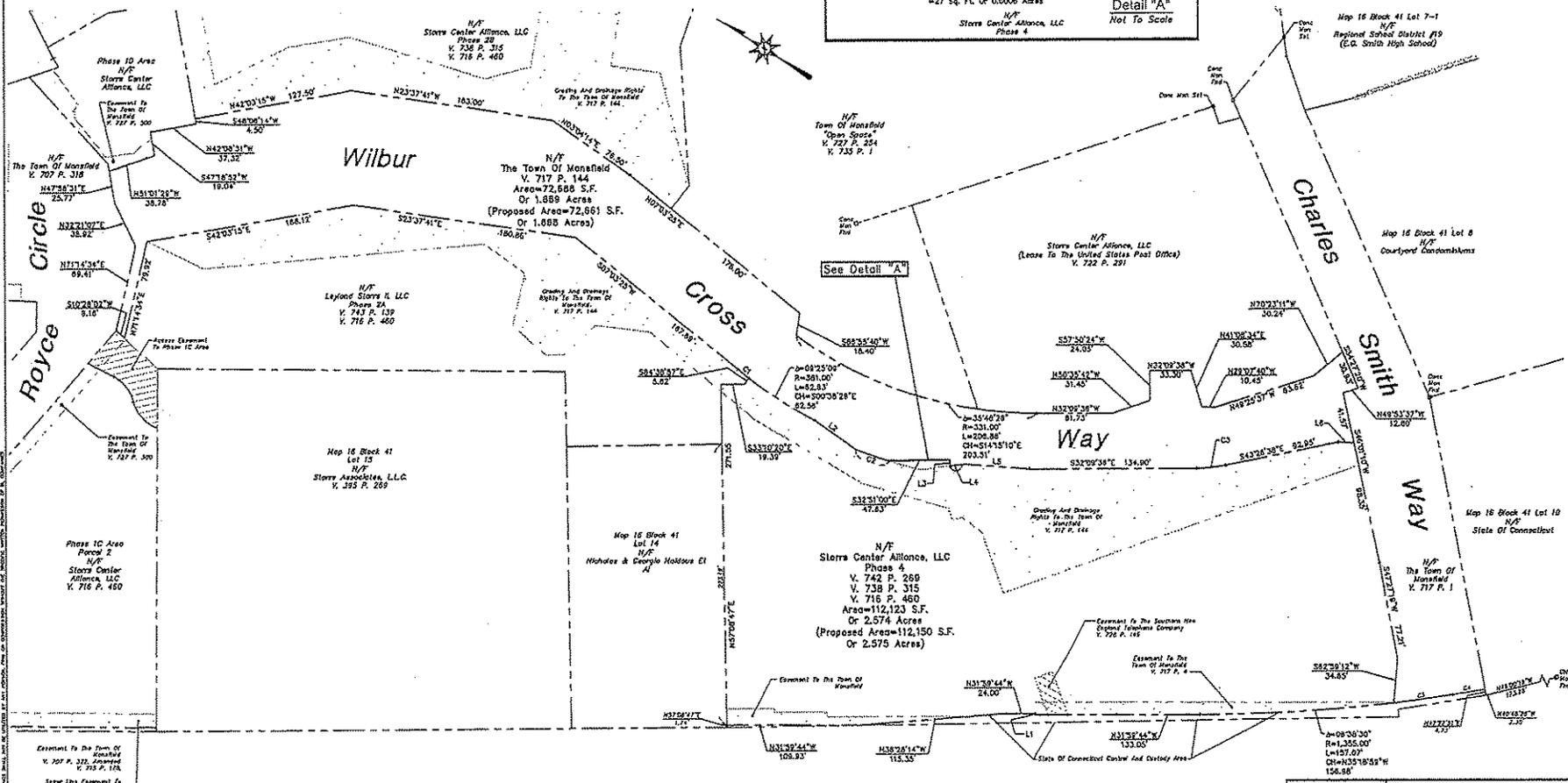
BL Companies
ARCHITECTURAL
ENGINEERING
SURVEYING

100 Riverside Parkway
Meriden, CT 06450
TEL: 203.239.1111
WWW.BLCOMPANIES.COM

STORRS CENTER
STORRS ROAD (ROUTE 195)
CHARLES SMITH WAY & WILBUR CROSS WAY
MANSFIELD, CONNECTICUT

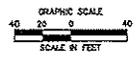
Drawn: J.S.
Checked: S.H.A.
Scale: 1"=40'
Project No: 002887
Date: 11/13/2010

LOT LINE
MODIFICATION
PLAN
Sheet No.
BS-7



Storrs Road

(Route 195)



TO MY KNOWLEDGE AND BELIEF THIS MAP IS SUBSTANTIALLY CORRECT AS NOTED HEREON.

JONATHAN HARRIS L.S. (1783)

NO CERTIFICATION IS EXPRESSED OR IMPLIED UNLESS THIS MAP BEARS THE ORIGINAL, SIGNATURE AND GARNETED SEAL OF THE ABOVE NAMED LAND SURVEYOR.



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant Town Manager; Linda Painter, Director of Planning and Development; Economic Development Commission
Date: December 9, 2013
Re: Regional Performance Incentive Program Application

Subject Matter/Background

The towns of Coventry, Tolland and Bolton have requested that Mansfield join them in applying for \$160,000 in funding from the Regional Performance Incentive Program administered by the Office of Policy and Management (OPM). The proposal includes several tasks related to enhancing regional economic development services, including:

- Creation of a regional economic development plan to coordinate efforts and capitalize on opportunities that arise as a result of UCONN's increasing focus on science and technology, including the development of a new technology park and increasing student enrollment through the *Next Generation Connecticut* initiative. The regional plan will build on work completed in Mansfield as part of the *Mansfield Tomorrow* project and will be coordinated with a prospective corridor study related to transportation issues on Routes 44 and 195 if timing permits.
- Preparation of marketing material for target development sites and outreach to prospective businesses to facilitate planned growth. These materials would include prospective layout and schematics for the sites prepared by a design professional to assist in visioning the potential of the target sites.
- Purchase of economic development software/memberships for each community, including:
 - CT Economic Resource Center (CERC) Feature Property membership to assist in marketing the individual town target development properties; and
 - ESRI's Community Analyst Program which provides retail and service leakage data in addition to other demographic analysis services that can be tailored to meet the needs of the region or individual towns.
- Provision of other economic development services such as creating a regional brand and associated marketing materials; developing business

assistance materials and conducting local business surveys to facilitate business retention.

Most of the above tasks would be performed by a consultant hired by the four towns; a governing body of staff from each of the towns would serve to manage and guide the consultant. As you may recall, we submitted similar applications in 2011 and 2012 that were unsuccessful. Our partners have discussed last year's application with OPM with the goal of strengthening this year's submission.

The goal of this project is to promote economic development on a regional basis, which will enhance existing partnerships between the communities as well as provide a more cost efficient way of providing economic development services. Given today's economic constraints, it is difficult for small towns to justify the hiring of a dedicated economic development staff person or consultant based upon the off-set of tax base and other revenue growth. This project would achieve a number of economies of scale when compared to each municipality hiring an individual staff person or contractor.

In addition to the regional cooperation promoted through this project, the hiring of a regional economic development consultant would offer Mansfield the opportunity to expand its business retention and recruitment efforts. These activities will become even more essential with the anticipated development of the UCONN Technology Park. The technology park will serve as a long term commitment to the region and we need to work with surrounding communities as well as UCONN's economic development staff to establish a marketing and economic development plan that can run parallel to university's initiative.

We recognize that the Regional Performance Incentive Program is a one-year grant for services. Consequently, the proposal is designed to provide for a number of deliverables such as a regional brand, market research, mapping and web development activities that would create a base program or platform from which the member towns could operate following the expiration of the one-year grant period.

Financial Impact

This grant does not require a local match. If awarded, Mansfield would share the services of the economic development consultant with Bolton, Coventry and Tolland for a period of one year. No additional financial impacts are anticipated.

Legal Review

No legal review is required at this time. If the grant is awarded, staff will consult with the Town Attorney if needed to review any memorandum of agreement (MOA) or other legal documents.

Recommendation

Staff recommends that the Council authorize the Town Manager to endorse the Regional Performance Incentive Program Application on behalf of the Town. The following resolution is suggested.

Resolved, effective December 9, 2013, to authorize the Town Manager to endorse the Regional Performance Incentive Program proposal submitted by the municipalities of Bolton, Coventry, Mansfield and Tolland seeking \$160,000 in funding to support various economic development activities.

Attachments

- 1) Memo of support from the Mansfield Economic Development Commission

TOWN OF MANSFIELD
ECONOMIC DEVELOPMENT COMMISSION



Steven Ferrigno, Chair

AUDREY P. BECK BUILDING
FOUR SOUTH EAGLEVILLE ROAD
MANSFIELD, CT 06268-2599
(860) 429-3330
Fax: (860) 429-6863

To: Mansfield Town Council

From: Steven Ferrigno, Chair

Copy: Economic Development Commission

Date: December 2, 2013

Subject: 2013 Regional Performance Incentive Program Application

On November 21, 2013, the Economic Development Commission voted to support the submission of a grant application to the Regional Performance Incentive Program for regional economic development services. This application is an excellent opportunity for Mansfield to partner with our neighboring communities of Coventry, Tolland and Bolton and expand our efforts to strengthen the regional economy.

The Commission is currently in the process of developing a work plan for the next few years to begin implementing the recommendations contained in the *Mansfield Tomorrow* Economic Development Strategy Report. The Commission has already identified the limited economic development resources currently available as a potential barrier to success. This grant would not only assist us in implementing specific goals related to business retention and recruitment for Mansfield, it would also help to advance one of the Commission's other top objectives: regional coordination. As such, we hope that the Council will support this application as a means of enhancing Mansfield's economic development efforts.

If you have any questions regarding this recommendation, please feel free to contact me or Linda Painter, AICP, Director of Planning and Development.



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Matt Hart, Town Manager *MWH*
CC: Maria Capriola, Assistant Town Manager; Cherie Trahan, Director of Finance
Date: December 9, 2013
Re: Proposed Fiscal Year 2013/14 Salary Budget Transfers

Subject Matter/Background

Attached please find the recommended salary budget transfers for FY 2013/14, as well an explanatory memorandum from the Director of Finance. The Finance Committee will review this item at its meeting on December 9, 2013.

Recommendation

If the Finance Committee recommends acceptance of the salary transfers and the Council supports this recommendation, the following motion is in order:

Move, effective December 9, 2013, to approve the Salary Transfers for Fiscal Year 2013/14, as presented by the Director of Finance in her correspondence dated December 4, 2013.

Attachments

- 1) C. Trahan Re: Salary Transfers for FY 2013/2014
- 2) Town of Mansfield, Salary Transfers

INTEROFFICE MEMORANDUM

TO: MATTHEW HART
FROM: CHERIE TRAHAN
SUBJECT: SALARY BUDGET TRANSFERS 2013/2014
DATE: DECEMBER 4, 2013

Salary budget transfers for the fiscal year 2013/2014 are listed below. A brief description of the requested transfers over \$1,000 is detailed below. The net result is an increase of \$30,960. The majority of the increase is due to the general wage increase for Custodian/Maintenance personnel and payouts for retiring personnel. Professional & Technical bargaining unit and Public Works personnel are still in negotiations. The balance remaining in the Contingency account will be used to pay for the increases for union personnel and non-union personnel.

- Registrars – Decrease - \$11,700 – Actual number of hours worked were less than budgeted between the months of July and November.
- Finance Administration – Increase \$1,030 – Temporary increase for the Budget Analyst for assuming duties of the Treasurer while the position was vacant and during the training period of the new Accounting Manager/Treasurer. This increase is offset by savings in Accounting and Disbursements.
- Accounting & Disbursements – Decrease \$6,130 – Accounting Manager/Treasurer position was filled at a lower rate than budgeted.
- Fire Marshal – Increase \$4,420 – The Assistant Fire Marshall/Emergency Management Director's position was filled at a higher rate than budgeted for.
- Fire & Emergency Services – Increase \$23,260 – This increase is primarily for accrued benefits paid out to a retiring employee.
- Public Works Administration – Increase \$6,150 – This increase is to cover the anticipated overlap of salaries for the retiring Director of Public Works and his replacement.
- Public Works Road Services – Increase \$4,850 – Increase is to provide funding for the temporary reclassification of Laborers to Truck Drivers during winter storms. Additional funding is also included to permanently promote one Laborer to a Truck Driver.

- Public Works Grounds Maintenance – Decrease \$21,230 – Decrease is due to a vacant position not filled to date. Funds remain to fill the position later this fiscal year.
- Public Works Equipment Maintenance – Regular – Decrease \$1,660 – New hire salary is less than budgeted.
- Facilities Maintenance – Increase \$25,890 – This increase is primarily due to the general wage increase for Custodian/Maintenance personnel for two fiscal years and to correct the budgeting for a part-time employee.
- Human Services – Decrease \$8,510 – Savings is a result of hiring the new Director of Human Services at a later date than anticipated.
- Youth Services – Decrease \$2,330 – Savings is a result of filling the Youth Services Counselor position at a lower rate than budgeted and at a later date than anticipated.
- Senior Services – Furniture/Furnishings – Increase \$16,730 - This increase is for the purchase of new office furniture for the Senior Center. This increase is partially offset by the savings from the Director of Human Services position. The balance of this purchase is covered by contingency.

TOWN OF MANSFIELD
BUDGET TRANSFERS
FY 2013/2014

ACCOUNT NUMBER	DEPT	OBJECT	APPROP	ESTIMATED INCREASE (DECREASE)	ADJUSTED APPROP
111 12100 51601 06	Municipal	Regular	200,190	200,190 0	200,190
111 12200 51601 06	Personnel	Regular	50,400	50,400 0	50,400
111 12200 51602 06	Personnel	Part time (B)	30,440	30,440 0	30,440
111 12200 51603 06	Personnel	Temporary	1,890	1,890 0	1,890
111 14200 51604 06	Registrars	Elected Officials	55,620	43,920 0	(11,700) 43,920
111 14200 51605 06	Registrars	Part time	1,400	1,400 0	1,400
111 15100 51201 06	Town Clerk	Regular - CSEA	104,900	104,900 0	104,900
111 15100 51601 06	Town Clerk	Regular	84,880	84,880 0	84,880
111 16100 51601 06	Finance Adm	Regular	119,090	120,120 1,030	120,120
111 16200 51201 06	Acctg & Disb.	Regular - CSEA	78,560	78,560 0	78,560
111 16200 51205 06	Acctg & Disb.	OT-Straight Time CSEA	1,500	1,500 0	1,500
111 16200 51601 06	Acctg & Disb.	Regular	68,770	62,640 0	(6,130) 62,640
111 16300 51201 06	Revenue Coll	Regular - CSEA	105,860	105,860 0	105,860
111 16300 51205 06	Revenue Coll	OT - Straight Time CSEA	1,000	1,000 0	1,000
111 16300 51605 06	Revenue Coll	Part-time NB	16,650	16,650 0	16,650
111 16402 51201 06	Assessment	Regular - CSEA	197,600	197,600 0	197,600
111 16402 51204 06	Assessment	OT - 1 1/2 CSEA	1,000	1,000 0	1,000
111 16402 51205 06	Assessment	OT - Straight time	2,000	2,000 0	2,000
111 16402 51603 06	Assessment	Temporary	1,000	1,000 0	1,000
111 21200 51202 06	Police Serv	Part time - CSEA - B	29,690	29,690 0	29,690
111 21200 51302 06	Police Serv	Part time - NB	34,880	34,880 0	34,880
111 21200 51303 06	Police Serv	OT 1 and 1/2	500	500 0	500
111 21300 51201 13	Animal Cntrl	Regular - CSEA	57,320	57,320 0	57,320
111 21300 51202 13	Animal Cntrl	Part time - CSEA - B	24,030	24,030 0	24,030
111 21300 51204 13	Animal Cntrl	OT - 1 1/2 CSEA	1,290	1,290 0	1,290
111 21300 51605 13	Animal Cntrl	Part time NB	1,850	1,850 0	1,850
111 22101 51201 06	Fire Marshall	Regular - CSEA	11,930	11,930 0	11,930
111 22101 51205 06	Fire Marshall	OT Straight Time - CSEA	2,000	2,000 0	2,000
111 22101 51508 06	Fire Marshall	Volunteer Incentive Prg.	4,500	4,500 0	4,500
111 22101 51601 06	Fire Marshall	Regular	72,640	77,060 4,420	77,060
111 22155 51046 06	Fire & Emer Svc	Ambulance Serv. Fund Deduction	(21,920)	(21,920) 0	(21,920)
111 22155 51508 06	Fire & Emer Svc	Volunteer Incentive Prg.	42,450	42,450 0	42,450
111 22155 51601 06	Fire & Emer Svc	Regular	155,490	155,490 0	155,490
111 22160 51501 16	Fire & Emer Svc	Regular	841,220	864,480 23,260	864,480
111 22160 51503 16	Fire & Emer Svc	Part time	267,540	267,540 0	267,540
111 22160 51504 16	Fire & Emer Svc	Training	20,000	20,000 0	20,000
111 22160 51505 16	Fire & Emer Svc	OT - 1 1/2	131,650	131,650 0	131,650
111 23100 51201 06	Emer Mgmt	Regular CSEA	11,930	11,930 0	11,930
111 23100 51204 06	Emer Mgmt	OT - 1 1/2 CSEA	2,500	2,500 0	2,500
111 23100 51601 06	Emer Mgmt	Regular	41,690	41,880 190	41,880
111 30100 51201 06	PW Admn.	Regular - CSEA	14,410	14,410 0	14,410
111 30100 51405 06	PW Admn.	Town Aid Deduction	(56,200)	(56,200) 0	(56,200)
111 30100 51601 06	PW Admn.	Regular	124,940	131,090 6,150	131,090
111 30200 51201 07	PW Oper.	Regular - CSEA	24,210	24,210 0	24,210
111 30200 51601 07	PW Oper.	Regular	89,240	89,240 0	89,240
111 30300 51401 07	Road Serv.	Regular	523,630	528,480 4,850	528,480
111 30300 51402 07	Road Serv.	OT - 1 1/2	61,590	61,590 0	61,590
111 30300 51603 07	Road Serv.	Temporary	23,100	23,100 0	23,100
111 30400 51401 07	Grounds Maint	Regular	277,750	256,520 0	(21,230) 256,520
111 30400 51402 07	Grounds Maint	OT - 1 1/2	25,200	25,200 0	25,200
111 30400 51603 07	Grounds Maint	Temporary	28,000	28,000 0	28,000
111 30600 51401 07	Equip. Maint	Regular	177,350	175,690 0	(1,660) 175,690
111 30600 51402 07	Equip. Maint	OT - 1 1/2	9,800	9,800 0	9,800
111 30700 51201 06	Engineering	Regular - CSEA	163,510	163,510 0	163,510
111 30700 51605 06	Engineering	Part time NB	28,800	28,800 0	28,800

TOWN OF MANSFIELD
BUDGET TRANSFERS
FY 2013/2014

ACCOUNT NUMBER	DEPT	OBJECT	APPROP	ESTIMATED INCREASE (DECREASE)	ADJUSTED APPROP
111 30800 51201 06	Building Insp	Regular - CSEA	28,670	28,670 0	28,670
111 30800 51205 06	Building Insp	OT Straight Time CSEA	900	900 0	900
111 30800 51601 06	Building Insp	Regular	138,140	138,140 0	138,140
111 30810 51201 06	Housing Code Insp	Regular - CSEA	97,060	97,060 0	97,060
111 30810 51205 06	Housing Code Insp	OT - Straight time	8,790	8,790 0	8,790
111 30900 51103 06	Facilities Mgmt	Maint. Personnel	178,580	204,470 25,890	204,470
111 30900 51113 06	Facilities Mgmt	Substitutes	1,200	1,200 0	1,200
111 30900 51120 06	Facilities Mgmt	OT Straight Time	2,300	2,300 0	2,300
111 30900 51121 06	Facilities Mgmt	OT Double Time	1,000	1,000 0	1,000
111 30900 51122 06	Facilities Mgmt	OT - 1 1/2	14,000	14,000 0	14,000
111 30900 51201 06	Facilities Mgmt	Regular CSEA	19,090	19,090 0	19,090
111 30900 51601 06	Facilities Mgmt	Regular	103,100	103,100 0	103,100
111 42100 51201 06	Human Services	Regular - CSEA	113,230	113,230 0	113,230
111 42100 51601 06	Human Services	Regular	80,110	71,600 0 (8,510)	71,600
111 42204 51603 06	Youth Employment	Temporary	1,500	1,500 0	1,500
111 42210 51027 06	Youth Serv	YS Grant	(16,340)	(16,340) 0	(16,340)
111 42210 51201 06	Youth Serv	Regular - CSEA	133,140	130,810 0 (2,330)	130,810
111 42210 51602 06	Youth Serv	Part-time (B)	25,000	25,000 0	25,000
111 42300 51029 12	Senior Serv	TVCCA Grant Deduction	(2,580)	(2,580) 0	(2,580)
111 42300 51201 12	Senior Serv	Regular - CSEA	136,190	136,190 0	136,190
111 42300 51202 12	Senior Serv	Part time (B) CSEA	41,340	41,340 0	41,340
111 42300 51602 12	Senior Serv	Part time (B)	17,270	17,270 0	17,270
111 42300 51605 12	Senior Serv	Part time NB	11,240	11,240 0	11,240
111 42300 55422 12	Senior Serv	Furniture/Furnishings	0	16,730 16,730	16,730
111 43100 51201 08	Library Adm	Regular - CSEA	136,660	136,660 0	136,660
111 43100 51202 08	Library Adm	Part time-B-CSEA	26,650	26,650 0	26,650
111 43100 51601 08	Library Adm	Regular	260,760	260,760 0	260,760
111 43100 51605 08	Library Adm	Part time	95,820	95,820 0	95,820
111 51100 51047 06	Planning Adm	HUD Grant Deduction	(28,370)	(28,370) 0	(28,370)
111 51100 51049 06	Planning Adm	Small Cities/Prog Inc Deduction	(7,300)	(7,300) 0	(7,300)
111 51100 51201 06	Planning Adm	Regular - CSEA	125,030	125,030 0	125,030
111 51100 51601 06	Planning Adm	Regular	135,560	135,560 0	135,560
111 73000 56312 06	Contingency		80,000	49,040 0 (30,960)	49,040
			\$6,329,000	\$6,329,000 \$ 82,520 \$ (82,520)	\$6,329,000

PAGE
BREAK

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Item #9

Minimize problems caused by drifting snow by properly installing snow fences

With winter just around the corner, snow fences are going up in anticipation of the snows that will surely come. Snow fences are just one of the ways to control drifting snow.

A proper snow fence will be about 1/2 solid and 1/2 open spaces. This lets most of the snow through the fence but slows the wind, and allows for maximum trapping of snow downwind of the snow fence. The best fencing materials are wood picket and flexible mesh like plastic. To make sure they do the job right without creating more problems, they must be properly placed

A majority of the snow is stored about 20 times the snow fence height downwind of the fence. However, in a severe winter, drift lengths can reach up to 25 to 30 times the fence height. For best results, keep a 4 ft. snow fence back at least 80 ft. and preferably 120 ft. from the road or driveway you want to protect. You also want it on the predominant up-wind side; so if the road goes from east-to-west, place it on the north side. On a north-south road, put it on the west side.

Fences should be as long as possible extending well beyond the protection zone. A bottom gap of 6 inches left under the fence allows for trapping the maximum amount of snow. Steel posts should be on 8 ft. centers and the end post should be braced with a steel post driven into the ground at an angle so it supports the top of the end post. Plastic fencing material should be sandwiched between two wood laths and wired tightly to the steel post at the center and near the top and bottom.

A longer term solution to drifting snow includes building up roads and driveways so that snow is blown across rather than drifting on to them. By elevating driveways above the surrounding terrain, wind will sweep snow off of the roadway. Also, living snow fences of evergreens and shrubs can be planted to provide a permanent snow fence. Make sure that they are planted well back from the areas they are meant to protect. A good rule of thumb for Iowa is to allow 100-150 ft. for trapping of snow between the living snow fence and area to be protected. Keep grass and weeds alongside roadways mowed down in the fall. This vegetation can act as a mini snow fence creating drifts right on the roadway. Leaving comstalk stubble undisturbed will trap a great deal of snow out in the field and minimize the amount of snow that can drift onto a roadway.

Anywhere there is an obstruction, snow will drift. By strategically placing or removing these barriers, we can minimize problems from drifting snows.

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4-H Staff Login

Submitted by B. Coleman
11/25/13

Quercus palustris

Pin Oak

Large deciduous tree with a pyramidal form and straight dominant trunk.

Deeply lobed and pointed glossy dark green leaves, turn a russet bronze or red in autumn. Can retain brown leaves over winter.

Bark grey-brown and smooth becoming shallowly ridged and furrowed with age.

Small acorns to about 1cm long

Adapts well to various soil textures, preferring acidic, moist soils.

Becomes chlorotic on compacted, alkaline soils.

Formative pruning required, needs good post-planting maintenance.

height x width (m) 20-25 x 10-15

origin East and Central North America

growth rate Moderate

flower colour Brown

flowering time Spring

shade tolerance Full sun



drought Moderate drought tolerance, grows well with no obvious signs of stress in an average summer.

low soil oxygen High water logging tolerance, widely planted in urban areas and generally grows satisfactorily.

compacted soils Moderate tolerance of compacted soils, widely planted in urban areas and generally grows satisfactorily.

pest + disease None serious. Generally not prone to insects that cause obvious damage to foliage.

root disturbance Tolerates some root disturbance provided it is not during summer.

advanced Low incidence of problem from planting out as industry standard, 2m plus container grown trees.

limb shear Few if any reports of the shedding of major limbs in urban landscape plantings.

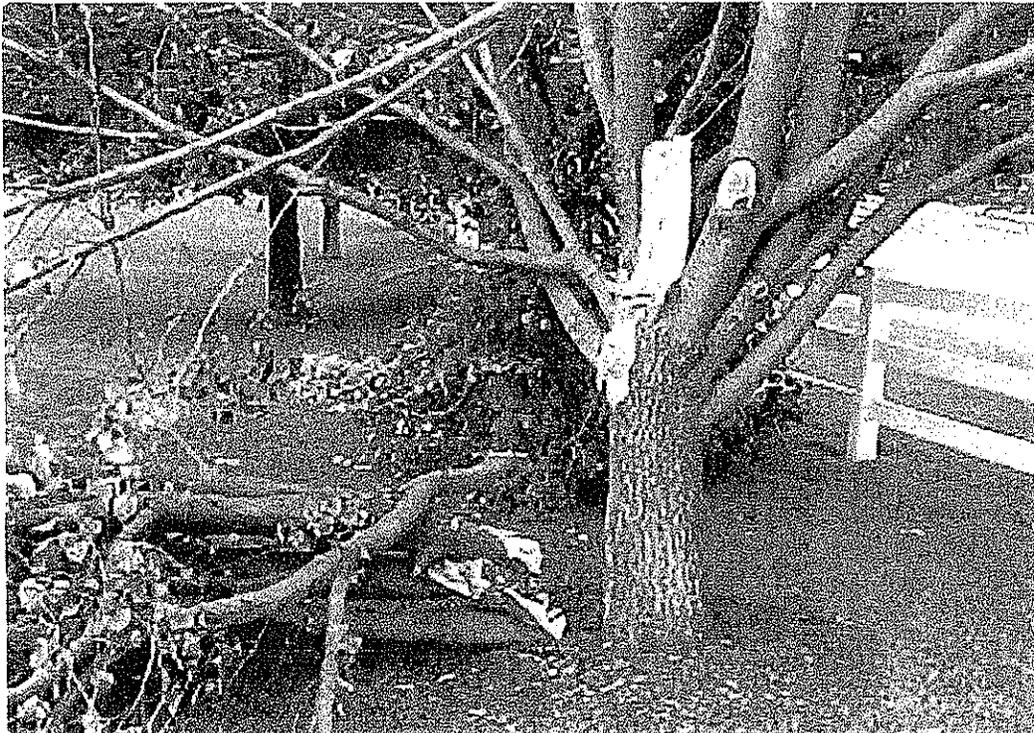
weed risk No records of species becoming established in urban landscapes by self-sown seed.

under powerlines Not suitable.

habitat value Not known to provide a specific food or habitat resource for native fauna.

Bradford Pear

The Bradford pear tree was brought to the United States from China in the early 20th century to help replace native pear trees that were dying. The USDA released the tree for planting in the early 1960's and it gained popularity in urban settings, parking lots, and residential developments. The main problem with the Bradford pear tree is that it has closely packed upright branches growing on the trunk to form its characteristic pyramidal shape. This narrow angle makes the branches prone to splitting especially in strong winds or heavy snow and ice. The splitting occurs after the tree has become large, around 20 to 30 years, meaning that the trees are reaching their breaking point as many of the trees were planted during the housing boom of the 1980s. The tree can be pruned to reduce the risk of breakage but pruning is best done by professionals. The other problem is that the white flowers that cover the tree in spring are not particularly pleasant smelling. When large numbers of trees are planted along streets, the odor can be overwhelming.



Bradford pears are prone to splitting due to the growth habit of the branches and dense, weak wood

Source: <http://landscaping-lawns-ponds.knoji.com/a-list-of-the-worst-trees-to-plant-in-your-yard/>

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TOWN OF MANSFIELD
TOWN COUNCIL RULES OF PROCEDURE
As adopted by Council 11/25/13¹

BE IT RESOLVED, that under the authority of Section C302 of the Town Charter, the Town Council of the Town of Mansfield does hereby establish its Rules of Procedure as follows. These rules are in effect for the term of office of the Council and shall be adopted at the organizational meeting. Procedural matters not covered by the Town Charter or these Rules of Procedure will be determined by the Mayor, or by the Deputy Mayor in the absence of the Mayor, in accordance with the most recent edition of "Robert's Rules of Order, Newly Revised." Ordinarily, the "In Brief" version of Robert's Rules of Order, Newly Revised will be used.

Rule 1 – Organizational Meeting

Each newly elected Council shall meet for organization at the next regular meeting of the Town Council following the municipal election. During this Organizational Meeting the Town Council shall elect, by a majority vote of all Council members, one of their number to serve as Mayor, who shall preside at Council meetings, and one of their number to serve as Deputy Mayor, who shall serve in the Mayor's temporary absence. If both are absent, the Council may designate from its membership a temporary presiding officer. At this Organizational Meeting, the Council shall also fix by Resolution the time and place of its regular meetings for the following two-year period, which meetings shall be held at least once a month as required by the Charter. The appointment of a Town Attorney may also take place at this meeting, but said appointment shall take place no later than one month after the election of the Council.

Rule 2 – Meetings

- a) All meetings shall be held in compliance with the Connecticut Freedom of Information Act, Connecticut General Statutes sections 1-200, et seq.
- b) The presence of five members of the Council is necessary for a quorum. Each Council member is asked to notify the Mayor or the Town Manager as soon as possible if the member expects to be absent

¹ November 25, 2013 (amended); November 14, 2011 (amended); November 22, 2010 (amended); July 26, 2010 (amended); February 22, 2010 (amended); September 8, 2008 (original)

- c) Special Meetings of the Town Council may be called by the Mayor, or on the written request of at least three members of the Council, filed with the offices of the Town Manager and Town Clerk not less than 36 hours (excluding Saturday, Sunday, legal holidays and any day on which the Office of the Town Clerk is officially closed) in advance of such meeting, which request must specify the date, time and business to be transacted at any such Special Meeting. The Town Clerk shall post a notice in the Office of the Town Clerk indicating the time, place and business to be transacted, and copies of this notice shall be served by mail or personally upon each Council member and the Town Manager or left at their usual place of abode at least twenty-four (24) hours prior thereto. The notice shall be placed on the Town's website at least 24 hours prior to the meeting.
- d) Emergency Special Meetings may be called by the Mayor or the Town Manager in case of an emergency with at least two hours notice given to Council members, without complying with the posting of notice requirement, but a copy of the minutes of every such Emergency Special Meeting shall be filed with the Town Clerk not later than 72 hours following the holding of such meeting in accordance with the Freedom of Information Act, C.G.S. section 1-225 (d).
- e) Work Sessions are by definition of the Freedom of Information Act, Special Meetings of the Council. In order to preserve the informal and relaxed atmosphere that encourages exchange between members of the Town Council, town government and invited participants, Work Sessions will generally be held prior to the Regular Meeting. Work Sessions may be scheduled by the Mayor or by majority of vote of the Council. All requirements of the Freedom of Information Act that pertain to Special Meetings shall be observed for Work Sessions. Work Sessions will be held to discuss, review, research or explore topics for possible later action. No formal votes may be taken, except for a vote to go into Executive Session.
- f) Joint meetings and hearings may be held with the governing bodies of other governmental entities or agencies and such joint regular or special meetings may be held in the jurisdiction of either body.
- g) Ceremonial presentations to individuals or groups that include refreshments, may be scheduled prior to the Regular Meeting time in accordance with the requirements of the Freedom of Information Act. A notice that the presentation will take place prior to the Regular Meeting will be included on the agenda for that meeting. For select national holidays, more specifically, President's Day, Memorial Day, Independence Day, and Veteran's Day, the Council will schedule ceremonial meetings which may include traditional and appropriate activities such as a recitation of the pledge of allegiance. Council members shall participate on a voluntary basis in the planning and scheduling of such ceremonial meetings.
- h) The Town Clerk is the Clerk of the Council and shall, in accordance with the Connecticut Freedom of Information Act, keep for public inspection minutes of all its proceedings, including all roll call votes and indicating deliberations, discussions and

actions which shall be the official record of Council proceedings. The journal shall be authenticated for each meeting by the signature of the Mayor or Deputy Mayor in the absence of the Mayor. Notes from the meeting indicating all actions shall be available to the public within 48 hours after the meeting and the minutes shall be available and posted on the website within 7 days of the meeting.

- i) The Freedom of Information Act prohibits a quorum of Council members from engaging in discussion about substantive Council business via email.

Rule 3- Agenda of Council Meetings

- a) The Town Manager, in consultation with the Mayor, shall prepare the agenda
- b) Unless altered by a two-thirds vote of the Council, the regular order of business shall be as follows:
 - 1. Call to Order
 - 2. Roll Call
 - 3. Approval of Minutes
 - 4. Public Hearing (if scheduled)
 - 5. Opportunity For Public to Address the Council
 - 6. Report of the Town Manager
 - 7. Reports and Comments of Council Members
 - 8. Old Business
 - 9. New Business
 - 10. Quarterly Reports
 - 11. Reports of Council Committees
 - 12. Departmental and Advisory Committee Reports
 - 13. Petitions, Request and Communications
 - 14. Future Agendas
 - 15. Executive Session (if scheduled)
 - 16. Adjournment
- c) Prior to or during the discussion on each item on the agenda the Mayor may call upon the Town Manager, designated staff or other appropriate person for the purpose of background presentation of business to be discussed. Council members may address questions to these individuals.
- d) Unless extenuating circumstances occur, the agenda and all supporting material shall be delivered to the Council not later than the Friday preceding each regular meeting of the Council.
- e) Every effort will be made to ensure that copies of the agenda, minutes and related material distributed with the packet will be made available on the Town's website no later than noon on the Friday preceding each regular meeting of the Council.

- f) Recurring Old Business items shall have an end date to be determined by the Council.

Rule 4 – Public Participation

a) Regular Meetings

The Town Council welcomes comments from the public. On the agenda of each meeting of the Town Council, a period shall be set aside and designated as an opportunity for the public to address the Council on any issue of importance to the Town. Citizen comments may be presented orally or in writing. Each speaker will be allowed one opportunity to speak for a maximum of five minutes. Speakers are not permitted to yield any portion of their time to another speaker(s). Any citizen so speaking shall identify him/herself by name and address, and if the speaker is speaking for a group or organization, she/he may so state. Citizen comments will be accepted as presented. Written statements presented by speakers during the public comment section shall be included in the minutes of the meeting.

Council members are free to ask questions to clarify the intent of the citizens commenting. Citizens should not attempt to engage Council members, the Town Manager or Town staff in debate or line of questioning. Council Members and the Town Manager may offer responses to questions or concerns raised by citizens during the portions of the agenda reserved for their reports and comments, but are not obligated to provide answers to impromptu questions.

Written statements from the public received prior to the completion of the Town Council packet will be included as a communication. Communications received after the packet has been completed will be distributed to members prior to the meeting and be included as a communication in the next packet.

b) Public Hearings

Public hearings are an opportunity for citizens to address the Town Council on a specific issue. Citizen comments may be presented orally or in writing. Written statements received by the Town Clerk prior to the public hearing will be noted on the record and distributed to Council members either in the packet or that evening. Both these letters and written statements presented by speakers during the public hearing shall become part of the minutes. All citizens so speaking shall identify him/herself by name and address, and if the speaker is speaking for a group or organization, she/he may so state. Public comment at public hearings is limited to five minutes per speaker unless otherwise modified by the Council at the beginning of the hearing.

c) Work Sessions

Work Sessions are an opportunity for the Council, Town Government and invited participants to discuss issues. An opportunity for public comment, other than invited participants, may be set-aside at the beginning of the Work Session to hear from citizens who have comments pertaining to the issue at hand.

Rule 5 – Decorum

All meeting participants including Councilors, citizens and staff should confine their remarks to the substance of the issue at hand. Participants should avoid discussing personalities and not impugn the motive, character or integrity of any individual. The Town Council supports the right of a resident to criticize its local government, but this should be done appropriately and responsibly, with civility and discretion. All participants should address their remarks to the Mayor and maintain a civil tone. These rules of conduct shall also apply to all written correspondence.

Disorderly and disruptive conduct will be handled in accordance with Freedom of Information Act, C.G.S. Section 1-232.

Rule 6- Introduction and Public Hearing of Ordinances

- a) Section C307 of the Charter of the Town of Mansfield provides that “All ordinances introduced by a member of the Council shall be in written form and shall be limited to one subject, which shall be clearly stated in the title.” A copy of the ordinance shall be filed with the Town Clerk who shall follow the procedures for copying, distribution and notice of the proposed ordinance set forth in Town Charter section C307.
- b) Section C308 of the Town Charter requires that the Town Council shall hold at least one public hearing before any ordinance shall be passed. The Council may also hold more than one public hearing on a proposed ordinance prior to taking final action.
- c) Prior to the Town Council scheduling a public hearing regarding a proposed ordinance, the Town Manager shall present a written fiscal impact analysis to the Council.
- d) The Town Council may discuss a proposed ordinance but may not amend, adopt or reject it on the day the first public hearing is convened in accordance with Section 308 of the Town Charter. This provision may be suspended by a majority vote.

Rule 7- Motions

- a) When a motion is made and seconded it shall be stated by the Mayor or the Town Clerk, if requested. If the motion is made in writing, it shall be read aloud prior to being debated. The motion so made and seconded will be in possession of the Council and subject to amendments or withdrawal.
- b) Motions shall be reduced to writing when requested by the Mayor or by a majority of the whole Council.
- c) When a motion is under debate, no further motion shall be received except to adjourn, to recess, to table, for the previous question, to limit, extend or close debate, to postpone to time certain, to refer to committee, to amend or to postpone indefinitely, which motions shall have precedence in the order indicated.

- d) Motions to adjourn, to lay upon the table and for the previous question shall be decided without debate.
- e) Motions to postpone to a definite time and to limit, extend or close debate at a specific time shall be decided without debate, except with respect to the time fixed, which shall be subject to amendment altering the time.
- f) Motions to refer, to postpone indefinitely or to amend shall be debatable, but only with respect to such a referral, postponement or amendment, and not with respect to the subject matter of the main motion.
- g) Any amendment must be germane to the motion.
- h) Motions to table, to postpone to time certain or to postpone indefinitely, once having been decided, shall not be reconsidered at the same meeting, whereas a motion to refer a matter to a committee can be reconsidered only at the meeting of the vote. Any other motion can be reconsidered only at the same or next succeeding meeting of the Council.
- i) Any motion to reconsider shall be in order only upon motion by a member participating in the prevailing vote of the original motion. Motions to adjourn or to reconsider the previous question shall not be reconsidered.
- j) Any motion under debate, which consists of two or more independent propositions, may be divided by a majority vote of the whole Council.

Rule 8 - Debate

- a) During discussion or debate, no Councilor shall speak unless recognized by the Mayor.
- b) Councilors shall confine their remarks in debate to the pending question.
- c) Any Councilor who knows in advance of a meeting that he /she wishes to obtain certain data or have a question answered, or wishes specific figures or expenditures, or the like, should, insofar as possible, inform the Town Manager in writing of the nature and details of the inquiry, so that the Town Manager will have the opportunity to have the answer available at such meeting.
- d) Any member who realizes or anticipates that he/she has or will have a conflict of interest with respect to a matter before the Council for consideration should announce his or her intention to abstain from voting on the matter as soon as the conflict becomes apparent, and should thereafter refrain from further discussion of or involvement in the matter.

Rule 9 – Standing Committees and Other Committees

- a) There shall be the following standing committees of the Council

- Committee on Committees
 - Finance Committee
 - Personnel Committee
- b) The Council may create or dissolve committees of the Council by resolution.
- c) The Mayor shall appoint members of the Council to such committees and shall designate the chair of each. The Mayor may announce any adjustments in membership or chairmanship at a regular Council meeting with such changes to be effective at the next regular committee meeting.
- d) All Councilors shall be ex-officio members of the committees to which they are not assigned, but do not have the authority to make motions or to vote.
- e) The Mayor shall make recommendations for appointments of Council members to committees other than the three standing committees of the Council to the Council as a whole for review and consideration.

Rule 10 – Executive Session

Executive Sessions will be limited to those subjects allowed pursuant to the Freedom of Information Act. The reasons for such a session and persons to attend shall be publicly stated. A two-thirds vote of the members of the Council present and voting shall be necessary in order to go into Executive Session.

PAGE
BREAK

From: OSC-PRESSRL-owner@list.state.ct.us [mailto:OSC-PRESSRL-owner@list.state.ct.us] **On Behalf Of**
OSC NEWS
Sent: Monday, December 02, 2013 1:29 PM
To: OSC-PRESSRL@list.state.ct.us
Subject: [PRESSRL] COMPTROLLER LEMBO SAYS FINANCIAL OUTLOOK CONTINUES TO IMPROVE, BUT URGES CAUTION

Comptroller Kevin Lembo today announced that - due to increasing state revenue flow and a tax amnesty program -- the state's financial outlook has continued to improve, positioning the state to end Fiscal Year 2014 with a surplus of \$245.9 million.

In a letter to Gov. Dannel P. Malloy, Lembo said that his projection is \$110 million above the Office of Policy and Management's (OPM) earlier projection due to the inclusion of additional revenue from the state's tax amnesty program that ended Nov. 15.

While the tax amnesty program partly contributed to the state's improving outlook this year, various sources of tax revenue have also continued to improve, Lembo said. The sales and corporation taxes are each up by \$30 million from initial budget targets, and the real estate conveyance tax is \$15.6 million over initial estimates.

The Department of Revenue Services estimated that the tax amnesty program resulted in additional revenue in Fiscal Year 2014 in excess of \$175 million - exceeding the budget target of \$35 million.

"Month after month the state's financial outlook for the current fiscal year is improving," Lembo said. "This is a great sign for Connecticut's economic recovery - but there are also uncertainties and future liabilities that we need to brace for. I strongly recommend that any General Fund surplus amount should be transferred to the state's Budget Reserve Fund at the close of the current fiscal year."

The Budget Reserve Fund balance - commonly referred to as the "Rainy Day Fund" - was \$270.7 million at the end of Fiscal Year 2013, or 1.6 percent of planned spending. "I have called for a reserve level of 15 percent of spending - beyond the 10 percent statutory requirement," Lembo said. "It is essential to the state's long-term fiscal stability that sufficient reserves be established as soon as possible. Too often in the past, opportunities to build reserves have been missed as other perceived budget priorities were pursued."

In the chart below, Lembo juxtaposes state surpluses and deficits with Budget Reserve funding levels from Fiscal Years 1991 to recent years. The chart reveals that, since 1990, the General Fund has realized almost \$5 billion in revenue windfalls - most of which did not go to build reserves.

"Connecticut would have weathered the 2009 recession far better had we prepared for it by fully funding our Budget Reserve Fund at 15 percent," Lembo said.

Rebuilding the Budget Reserve Fund with this year's surplus is imperative in light of mounting future liabilities expected to spike in Fiscal Year 2016, as projected by both the Office of Fiscal Analysis and OPM. Lembo said federal instability and uncertainties could also jeopardize the state's outlook at any time – including any potential cuts to the defense industry and nonprofits, as well as impacts on Wall Street, and consequently tax receipts from capital gains.

“The bottom line is that Connecticut should use any opportunity now to protect taxpayers from future financial threats and uncertainties,” Lembo said.

As far as economic indicators, information from federal and state Departments of Labor and other sources show:

- According to Department of Labor data, the state lost 4,200 jobs through September and October (-4,100 in September, -100 in October). Despite the disappointing job numbers, the withholding portion of the income tax is up by over 3 percent through October. The state's unemployment rate fell to 7.9 percent, the first time that it has dropped below 8 percent since April of 2009.
- Over the 12-month period ending in October, Connecticut employment has increased by 10,000 non-farm positions.
- According to the Connecticut Department of Labor, the state has recovered 48.6 percent or 58,900 of the 121,200 jobs lost during the recession. Nationally, about 80 percent of recessionary job losses have been recovered.
- The strongest job gains over the past twelve months have been in education and health services (+ 7,200), while the largest losses have occurred in manufacturing (-3,500) and financial activities (-3,400).
- Personal income in Connecticut grew at a rate of 0.9 percent between the first and second quarters of 2013. This ranked Connecticut 30th nationally in income growth. On an annualized basis growth was 3.6 percent, which is well above the 1.3 percent growth that was posted for 2012. Data for the third quarter will be released on Dec. 19.
- According to the Department of Labor, average hourly earnings declined 0.8 percent from last October and weekly pay was down 1.9 percent for the same period.
- The year-to-year change in the Consumer Price Index for All Urban Consumers (CPI-U, U.S. City Average) in August 2013 was 1.0 percent.
- The number of housing permits issued has shown solid gains over the past two years, but remain well below the peak of 2004-2005.

To unsubscribe from this list go to:

<http://www.osc.ct.gov/agencies/listserv/index.html>



THE MANSFIELD MINUTE

DECEMBER 2013

www.mansfieldct.org

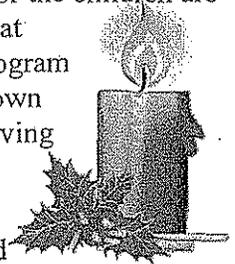
- Town Hall will be closed December 25.
- Keep your holidays happy—don't drink and drive.
- Mansfield State Trooper Community Tip Line is 860-429-3370.
- When you shop with local merchants, more of your money stays close to home; supporting the parks, recreation centers, libraries and other things that make this community a great place to live.
- Winter Parking Ban—don't park overnight on the street or in a municipal lot when it's snowing—you'll be towed!
- Slippery roads can cause travel delays — do you have your emergency car kit ready?
- Please recycle nonmetallic wrapping paper, tissue paper and gift boxes.
- The Storrs Center Parking Garage is free for the first two hours and \$1.00 an hour for each additional hour after the first two hours.
- Have you gotten your flu shot? The CDC suggests that everyone over 6 months of age get a seasonal flu shot.

Sharing the Holiday Spirit!

*How far that little candle throws its beams!
So shines a good deed in a naughty world. — William Shakespeare*

Everyone is aware of the rising costs of utilities, gasoline, food, housing, and health care. Many of us can adjust our budgets accordingly, but for some local families, adjusting means not enough money to go around. For some, "extras" such as special food and holiday gifts for the children are not possible. If you live in town and find yourself in that position this year, Mansfield Human Services has a program to help. Call 860-429-3315 or stop our office at the Town Hall to find out if you qualify for one of our holiday giving programs.

Last year through the generous donations from the community, the Human Services Department provided holiday meals and gifts to 77 families through our



Continued on page 2...

A Fond Farewell

Lon Hultgren is retiring in December as the Town's DPW Director/Town Engineer. Lon started in July 1979, retiring with nearly 35 years of admirable service to the community.

Lon has accomplished many notable projects during his career such as: conducting the Town's first assessment of its roadways and developing a pavement management program; securing funding for and constructing the Town's walkways/bikeways; and implementing the Town's original computer technology system organization-wide.



He was responsible for closing the Town Landfill and constructing a Transfer Station, implementing the Town's "pay as you throw" refuse and recycling collection system in 1990.

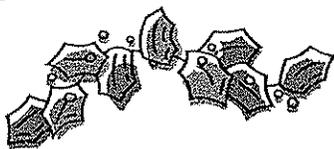
A well respected professional in the public works field, in 2009 Lon was honored by the New England Chapter of the American Public Works Association, receiving their member of the year award. A true, innovative professional, Lon will be greatly missed. We wish him well in his retirement.

Sharing Holiday Spirit cont. from pg. 1...

Holiday Fund and the **Adopt-A-Family** programs.

Sadly, we expect that number to rise this year. This program is provided completely by cash and gift card donations and through the generous donations from individuals and organizations that "adopt" a particular family and provide the December holiday meal and gifts for the members of the household.

How you can help — If you or your organization would like to be part of this wonderful program of making a local family's holiday special, please contact our office at 860-429-3315. For information about how you can **Adopt-A-Family** for the holidays, please call Kathy Ann Easley, Social Worker at 860-429-0262 ext. 1. Monetary or gift card donations can be mailed or dropped off at the Human Service Office, Mansfield Town Hall, 4 South Eagleville Road, Mansfield, CT 06268. Checks may be written to "Town of Mansfield" with "Human Services Holiday Program" in the memo area.



Town Hall Hours:

Monday	8:15-4:30
Tuesday	8:15-4:30
Wednesday	8:15-4:30
Thursday	8:15-6:30
Friday	8—12

Election Results

Our congratulations to all of the newly elected and re-elected town officials. We appreciate your commitment to the town!

Town Council

- Elizabeth Paterson, Mayor
PatersonE@MansfieldCT.org
- Paul M. Shapiro, Deputy Mayor
ShapiroPM@MansfieldCT.org
- Stephen Kegler
SKegler@prodigy.net
- Peter Kochenburger
KochenburgerP@MansfieldCT.org
- Alexander Marcellino
MarcellinoA@MansfieldCT.org
- Antonia Moran
MoranT@MansfieldCT.org
- Virginia Raymond
V.Raymond@outlook.com
- William Ryan
RyanW@MansfieldCT.org
- Elizabeth Wassmundt
WassmundtE@MansfieldCT.org

The Town operates under the council-manager form of government, in which the Town Council functions as the legislative and policy-making body, and the Town Manager serves as the chief executive officer.

The nine-member Town Council is elected biennially on an at-large basis. Council members serve without pay and elect one of their fellow members to serve as Mayor. Upon election, the Mayor selects a Council Member to serve as Deputy Mayor. The Mayor and the Deputy Mayor

retain full voting privileges.

Regular meetings of the Town Council are held on the second and fourth Monday of each month, and special meetings are held as needed. The Council has three standing committees: Committee on Committees, Finance, and Personnel. Ad hoc committees are appointed as needed to review particular issues and to submit recommendations to the full Council.

Board of Education

- Mark LaPlaca - Chair
Mark.LaPlaca@mansfieldct.org
- Randall Walikonis - Vice Chair
Randall.Walikonis@mansfieldct.org
- Martha Kelly – Secretary
Martha.Kelly@mansfieldct.org
- Susannah Everett
Susannah.Everett@mansfieldct.org
- John Fratiello
John.Fratiello@mansfieldct.org
- Sarah Lacombe
Sarah.Lacombe@mansfieldct.org
- Katherine Paulhus
Katherine.Paulhus@mansfieldct.org
- Jay Rueckl
Jay.Rueckl@mansfieldct.org
- Carrie Silver-Bernstein
Carrie.Silver-Bernstein@mansfieldct.org

The Board of Education meets the second and fourth Thursday evenings of the month at the municipal building. The public is welcome to attend meetings and the Board seeks your input and involvement.



Winter Welcome at Storrs Center

Saturday, Dec. 14, 1 – 5 PM

Music & fun await you in Storrs Center, plus a special visit from Santa Claus at 2 PM at the UConn Co-op Bookstore in Storrs Center!



More info: mansfieldct.org/mdp
or call 860.429.2740.

Storrs Farmers Winter Market

Opens December 7th, with a special outdoor market at the Town Hall from 3-5 PM.

The Winter Market will be open twice a month from December through April.

The Market will be held from 3 to 5 PM in the Library Auditorium.

2014 Dates:

December 14 & 21

January 11 & 25

February 8 & 22

March 8, 22, & 29

April 12 & 26.



For more information, contact storrsfarmersmarket.org.



Second Annual Craft & Vendor Fair

Presented by the Storrs Regional
FFA Parent Support & Alumni
Group

Saturday Dec. 7, 9 AM—3 PM
in conjunction with the

**Student FFA Pet Adoptions
and Holiday Trees Sales**

at

E.O. Smith High School,

1235 Storrs Road, Storrs, CT. All proceeds benefit scholarships for graduating seniors in the VO-AG program at E.O. Smith High School.



Holiday Fun at the Senior Center!

Holiday Festivities with Jillian

Monday, Dec. 2, 10 AM

Get in the Holiday Spirit! Jillian will help you make beautiful ornaments while watching *White Christmas* and sipping hot cocoa. Please join us.



Senior Center Holiday Bazaar

Saturday, Dec. 7, 9 AM -1 PM

Come and pick up gently used items for your holidays. Silent Auction Baskets and Pot Luck refreshments will be available.

Holiday Lunch

Wednesday, Dec. 18, Noon

Please sign up in advance for a delicious meal and wonderful entertainment from our world famous Chorus and Sparkettes!



New Years Eve

Tuesday, Dec. 31, 10:30 AM

Countdown to noon!

Come and celebrate the New Year.

Light refreshments will be served.



MANSFIELD RESIDENT

STATE TROOPERS

STUFF-A-CRUISER

TOY DRIVE

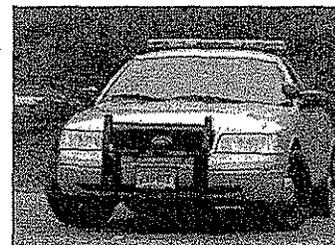
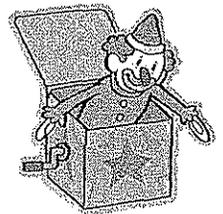
DECEMBER 7, 2013

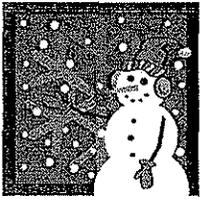
10AM TO 6PM

EASTBROOK MALL

BRING A TOY—

HELP LOCAL FAMILIES.





December Events and Activities in Mansfield

For More Holiday Events — See Inside!!!

Parks and Recreation

Family Fun Nights

Saturday, Dec. 21, 4:30-7:30 PM
at the Community Center.

Giant inflatables, ping pong, tot toys, puzzles, open gym, poolside basketball & more!

No registration is required.

Free Mansfield Day

Sunday, Dec. 1, 12:30-3:30 PM

Saturday, Dec. 7, 5-8 PM

Have you been

wondering what all the

excitement is about at the

Mansfield Community Center?

Well, if you're a Mansfield

resident you can find out for

FREE.

Holiday Crafts, Cookies & More

Saturday, Dec. 14, 10AM-2PM

at the Community Center for children in grades K-4.

Drop off the kids for cookie decorating and crafts. A pizza lunch will be served.

Register NOW.

Instruction Fees:

\$20 for residents

\$30 for non-residents

Materials Fee: \$5 for everyone



School Concerts

Wed., Dec. 11, 7 PM

Mansfield Middle School

Winter Band Concert

Friday, Dec. 13, 7 PM

E.O. Smith H.S. Chorus & Chamber Orchestra Messiah Sing Concert at von der Mehden Hall.

Wednesday, Dec. 18, 6:30 PM

Mansfield Middle School

Winter Orchestra and Choral Concerts

Wednesday, Dec. 18, 7 PM

E.O. Smith H.S. Club Choirs, Jazz, Chamber Music Concert at von der Mehden Hall, UConn.

Mansfield Public Library

Teen Afternoons:

Gingerbread Houses

Saturday, Dec. 14, 2-3:30 PM

Stop in and create your own gingerbread house to take home.

Crafts for Kids

Friday, Dec. 27, 1:30-3 PM

All ages welcome.

If you're looking for something to do with your kids, drop in! We'll be making seasonal crafts.

Join us for some creative fun!

Mansfield Senior Center

UConn Brown Bag Event

Monday, Dec. 2, 11:30-2:30

Bring your medications in a "brown bag." UConn Pharmacy Students will review and discuss them with you.

Conversation With Betty

Thursday, Dec. 5, 11 AM.

Everyone welcome for this friendly, lively discussion. Please call Betty at 860-429-6324 if you have any questions.

Reiki Session

Thursday, Dec. 5, 9 AM– Noon

Bette Giordano,

BS, MS,

Reiki Master Teacher

One hour session

for \$30.

Call for an appointment,

860-429-02620 Ext 4.



Senior Technology Workshop

Monday, Dec. 9th, 1 PM

AT&T experts will explain about your cell phone and all other wireless devices. Hand-on training in small groups.

UConn Survey Opportunity

Wednesday, Dec. 18, 11 AM

A graduate student

will solicit

attendees to

complete a brief

anonymous survey

that may help

improve services to older adults.

No personal information will be collected.



SENIOR VAN TRIPS — Join the fun!

Dec. 6: Trip to the Governor's Mansion decorated for the Holidays.

Lunch at Vernon Diner.

Dec. 10: Trip to Westfarms Mall and Trader Joes

Dec. 20: Trip to Uncommon Kitchen Holiday Feast, \$15.

Call to sign up, 860-429-0262 ext. 0, seats limited to 10.

You must be at least 60 years old or disabled to join these trips.



Town of Mansfield, Connecticut

Audrey P. Beck Municipal Building

4 South Eagleville Road, Mansfield, CT 06268

mansfieldct.gov

860.429.3336

