



**TOWN OF MANSFIELD
POLICY MEMORANDUM**

To: All Citizens & Town Employees
From: Matthew W. Hart, Town Manager *M. W. Hart*
Date: July 20, 2016
Subject: Removal of Abandoned Bicycles in Storrs Center

I. Purpose

The purpose of this Policy is to provide procedures for the removal of abandoned bicycles in Storrs Center.

II. Applicability

Anyone parking a bicycle on Town of Mansfield property in Storrs Center.

III. Effective Date

This Policy shall be effective immediately and shall remain in effect until revised or rescinded.

IV. Bicycle Parking on Town of Mansfield Property in Storrs Center

- A. No person shall park, abandon, chain, lock or otherwise leave any bicycle other than at a designated rack.
- B. Bicycles shall not be parked longer than 72 consecutive hours at the same location except in designated bicycle racks in levels 3 – 6 of the Town Garage in Downtown Storrs, and designated bicycle racks located immediately outside the parking garage entry/exit.
- C. Bicycles that are not parked at a designated rack shall be tagged and removed immediately if they present a public safety hazard, or given a 72 hour notice to remove.
- D. Bicycles parked in any designated rack (including the bicycle racks in levels 3 – 6 of the Town Garage in Downtown Storrs and designated bicycle racks located immediately outside the parking garage entry/exit) that are deemed to be abandoned will be given a 72 hour notice to remove.
- E. The notice to remove shall include the date after which the bicycle will be removed if it is not claimed by the owner. Removed bicycles shall be held by the Town of Mansfield for a minimum of 30 days.

V. Abandoned Bicycles

The Town of Mansfield has the sole authority to determine whether a bicycle is abandoned. A bicycle is determined to be abandoned when it is found in the same location over an extended period of time.

VI. Bicycle Removal

Bicycles in violation of any of the above parking restrictions or that have been abandoned will be tagged with a bicycle removal tag by the Town of Mansfield. The tag will list the violation and request that the bicycle be removed within 72 hours of being tagged. The only exception to the 72 hour removal period is if the bicycle presents a public safety hazard. In this case, the bicycle will be removed immediately. The bicycle will be stored for a minimum of 30 days. After 30 days, bicycles are donated to local charities or are disposed of at the Town's discretion.

You may retrieve your bicycle within 30 days of removal - at no charge - by contacting the Mansfield Downtown Partnership at 860-429-2740. Owners will need to provide a description of their bicycle and photo ID to claim their bicycle.

The Town of Mansfield is not responsible for damages to locks or bicycles that are removed.