

## AGENDA

### 6:45PM - Ceremonial Presentation in Honor of Presidents' Day

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF MINUTES**
  - A. [1-27-20 DRAFT Minutes](#) 3 - 23
4. **OPPORTUNITY FOR PUBLIC TO ADDRESS COUNCIL**
5. **REPORT OF THE TOWN MANAGER**
6. **REPORTS AND COMMENTS OF COUNCIL MEMBERS**
7. **OLD BUSINESS**
  - A. **UConn Position on Sewer Connections (Item #8A, 1-13-20 Agenda)** 25 - 32  
[AIS - UConn Position on Sewer Connections](#)  
[Draft response letter to President Katsouleas](#)
8. **NEW BUSINESS**
  - A. **Pollinator Friendly Community Resolution** 33 - 39  
[AIS - Pollinator Friendly Community Resolution](#)  
[Resolution Declaring the Town of Mansfield a Pollinator Friendly community](#)  
[Synthetic Insecticide List](#)
  - B. **Review Of Fall Off Campus Activity** 41 - 64  
[AIS - Fall Off Campus Activity](#)  
[Police Services Statistics](#)  
[Fire and Emergency Services Statistics](#)  
[Building and Housing Statistics](#)
  - C. **Appointments to Regional Boards and Committees** 65 - 66  
[AIS - Appointments to Regional Boards and Committees](#)
  - D. **Financial Statements Dated December 31, 2019** 67 - 132  
[AIS - Financial Statements Dated December 31, 2019](#)  
[Financial Statements Dated December 31, 2019](#)

**9. REPORTS OF COUNCIL COMMITTEES**

**10. DEPARTMENTAL AND ADVISORY COMMITTEE REPORTS**

**11. PETITIONS, REQUESTS AND COMMUNICATIONS**

A.	<a href="#">T. Lewis, TEC Associates, NECR 2020 Vegetation Control Program (1-20-20)</a>	133 - 145
B.	<a href="#">H. Marcy (1-23-20)</a>	147 - 180
C.	<a href="#">P. Maines (1-26-20)</a>	181
D.	<a href="#">Z. Donald, E.O. Smith Students Petition (1-27-20)</a>	183 - 196
E.	<a href="#">T. Maines (1-27-20)</a>	197 - 200
F.	<a href="#">Prandy-Krampitz Family (1-27-20)</a>	201 - 202
G.	<a href="#">A. Cramer (1-28-20)</a>	203
H.	<a href="#">J. Mark, Chair RSD 19 (2-6-20)</a>	205
I.	<a href="#">2nd Annual Friends and Farmers of Mansfield Flyer</a>	207

**12. FUTURE AGENDAS**

**13. ADJOURNMENT**

Council Chamber | Audrey P. Beck Municipal Building  
4 So. Eagleville Road, Mansfield, CT

**DRAFT MINUTES**

**1. CALL TO ORDER**

Mayor Moran called the regular meeting of the Mansfield Town Council to order at 7:01 p.m. in the Council Chamber of the Audrey P. Beck Municipal Building.

**2. ROLL CALL**

Present: Ausburger, Berthelot, Bruder, Fratoni, Freudmann, Kochenburger, Moran, Schurin, Shaiken

**3. APPROVAL OF MINUTES**

Mr. Shaiken **moved** and Mr. Ausburger seconded to approve the minutes of the January 13, 2020 regular meeting as presented. Motion **passed** with all in favor except Mr. Bruder who abstained.

**4. OPPORTUNITY FOR PUBLIC TO ADDRESS COUNCIL**

Jim Mark, Olsen Drive, Chairman of the Region 19 Board of Education, spoke in favor of keeping the School Resource Officer (SRO) program. (Statement attached.)

Janice Chamberlain, Perry Hill Road, Ashford, Region 19 Board of Education member, spoke in favor of keeping the SRO program. (Statement attached.)

Elizabeth Peczuh, Timber Lane, Willington, Region 19 Board of Education member, stated support for keeping the SROs. (Statement attached.)

Elizabeth McCosh-Lilie, Mansfield Road, Ashford, voiced support for keeping the SROs. (Statement attached.)

Kimberly Christenson, Adeline Place, stated support for keeping the SROs. (Statement attached.)

Anthony Paticchio, Waterfall Road, Ashford, Region 19 Board of Education member speaking on behalf of himself, urged the Council not to terminate the SRO agreement. (Statement attached.)

Zachary Donald, Quail Run, Senior Class President at E.O. Smith High School, presented the Council with a petition to keep the SROs. (Statement attached. Supporting documentation will be included as a communication in the February 10, 2020 packet.)

Martina Wharton, Bayberry Lane, asked the Council to approve a forty-hour senior transportation position.

Tanya Maines, Spring Hill Road, parent and E.O. Smith High School employee, spoke in support of keeping the SROs. (Statement attached. Supporting

documentation will be included as a communication in the February 10, 2020 packet.)

Chuck Leavens, Highland Road, retired from E.O. Smith High School, spoke in favor of keeping the SROs and expressed concern over the discontinuation of the town's youth counseling referral services.

Judie Threatt, Birch Meadow Lane, Willington, voiced support for the SRO program.

Will Huey, Westwood Road, student at E.O. Smith High School, expressed surprise that SROs were hired, suggested more information is needed, and asked that the character of the SROs not determine whether they stay or go.

Zachary Scruggs, Thomas Drive, voiced concern over the SRO program. (Statement attached.)

Russ Wehner, Mount Hope Road, speaking as a citizen, spoke in support of keeping the SRO program.

Matthew Lisy, Mansfield Hollow Road, teacher at E.O. Smith High School, spoke in support of keeping the SRO program.

Mike Lynch, Coventry Road, questioned whether SROs make people safer and urged the Council to think more carefully about hiring them.

Erika Wiencenski, Adamec Road, Willington First Selectwoman, spoke in support of the SRO program. (Statement attached.)

Geoff Kern, Cemetery Road, representative of the E.O. Smith Teachers Union, voiced support for keeping the SRO program. (Statement attached.)

Mia Mitoma, Storrs Road, questioned the necessity of the SRO program. (Statement attached.)

Glenn Mitoma, Storrs Road, cautioned the Council on the effect SROs have on minority students.

Noah Vasington, Pudding Lane, student at E.O. Smith High School, voiced support for the SRO program.

Dave Tanner, Auburn Road, West Hartford, Assistant Principle at E.O. Smith High School, asked for a Juvenile Review Board and additional resources such as clinical mental health services.

## **5. REPORT OF THE TOWN MANAGER**

Interim Town Manager John Carrington presented his written report.

## **6. REPORTS AND COMMENTS OF COUNCIL MEMBERS**

Mayor Moran reported that she recently attended a Capitol Region Council of Governments Legislative Committee meeting, a Region 19 budget meeting, and School Building Committee meetings.

## **7. OLD BUSINESS**

### **A. School Resource Officer Program (Item #7A, 1-13-20 Agenda)**

Ms. Berthelot, by recommendation of the Personnel Committee, **moved**, effective January 27, 2020, to reject the current SRO Memorandum of Agreement,

immediately terminate the SRO program and terminate the employment of the current SROs.

Councilors discussed concerns regarding the SRO agreement and program with Superintendent of Schools Jill Krieger.

Mr. Schurin **moved** and Mr. Kochenburger seconded to amend the motion by striking all words after “January 27, 2020” and substituting the following:

To direct the Town Manager to renegotiate expeditiously the Memorandum of Agreement among the Department of Emergency Services and Public Protection Division of State Police, the Town of Mansfield and the Board of Education, Regional School District #19, to reflect the options outlined by the Superintendent of Region #19 to the Mansfield Town Council on January 27, 2020 including, among other elements:

1. specific language relating to funding for the School Resource Officer (SRO) positions;
2. provision of maximum feasible supervisory control of SROs by the Region 19 administration;
3. comprehensive cultural responsiveness and related training for SROs; and
4. other relevant matters clearly outlining the responsibility, accountability and oversight of SROs.

The existing agreement shall remain in force provided that this process of renegotiation among the parties leading to its amendment be initiated and resolved with appropriate urgency;

Further, that the SROs seek SRO certification from an appropriate national certifying body, and that the Mansfield Town Manager initiate promptly any additional relevant anti-bias and cultural responsiveness training for SROs through an entity approved by the Town of Mansfield and Region 19 administration;

Further, that the amendment of the Memorandum of Agreement be completed, at least in draft form, by the Town of Mansfield and Region 19 administration no later than March 6, 2020; and

Further, that the parties consider a new Memorandum of Agreement for the 2020-2021 school year immediately following the end of the current school year. In considering a new Memorandum of Agreement the Town of Mansfield will review information and data provided by Region 19 and the State Police, with the understanding that information protected by confidentiality statutes may be excluded from public review.

Motion to amend **passed** with all in favor except Mr. Ausburger, Mr. Fratoni, and Mr. Freudmann who voted against.

Motion as amended **passed** with all in favor except Mr. Ausburger, Mr. Fratoni, and Mr. Freudmann who voted against.

## **8. NEW BUSINESS**

### **A. Appointment of Executive Search Firm for Town Manager Recruitment**

*(Mr. Ausburger left the room.)*

Ms. Berthelot, by recommendation of the Personnel Committee, **moved** to appoint Rutherford Advisors, Inc., DBA The Executive Suite as the executive search firm to assist the Town Council with the Town Manager recruitment, and to authorize Interim Town Manager John C. Carrington to execute the attached professional services agreement with the firm. Motion **passed** unanimously.

### **B. Presidents' Day Ceremonial Presentation Planning Subcommittee**

Mayor Moran appointed Mr. Bruder and Mr. Freudmann to the Presidents' Day Ceremonial Presentation Planning Subcommittee.

## **9. REPORTS OF COUNCIL COMMITTEES**

Ms. Berthelot reported that the Personnel Committee will start having their meetings recorded.

## **10. DEPARTMENTAL AND ADVISORY COMMITTEE REPORTS**

None.

## **11. PETITIONS, REQUESTS AND COMMUNICATIONS**

**A. The Commission on Aging letter re: Senior Center full time driver (11.24.19)**

**B. Sgt. K. Timme, Town of Mansfield Monthly Report (December 2019)**

**C. Storrs Center Parking Operation Financial Report (December 2019)**

**D. E. Henrichon (1.13.20)**

**E. N. Silander (1.13.20)**

**F. J. Carrington re: Appointment letter to Mansfield EDC (1.16.20)**

**G. Access Community Action Agency Service Profile for the Town of Mansfield**

**H. Alzheimer's Association Dementia Conversation Program**

**I. The League of Women Voters of Northeastern CT Legislative Breakfast**

## **12. FUTURE AGENDAS**

*(Mr. Ausburger returned to the room)*

- WRTD/Dial-A-Ride and Senior Transportation
- Town's Process for Funding Community Based Services
- Juvenile Review Board
- Transitional Counseling Program
- **Draft Letter to UCONN re: Housing**

**13. ADJOURNMENT**

Mr. Shaiken **moved** and Mr. Ausburger seconded to adjourn the meeting at 9:53 p.m. The motion **passed** unanimously.

Antonia Moran, Mayor

Sara-Ann Chaine, Town Clerk

I've thought quite a bit about what I might like to say to the council, but I'll try to keep it relatively short and fairly simple. You've already heard the circumstances and facts which lead to the placement of SROs in E.O. Smith high school, and you will likely hear more tonight, and so I won't go over that ground again. However, I would like to say that I have a lot of admiration and respect for the members of the Mansfield Town Council. I know seven of you, and I also know that all of the people on this council are there because they care and are concerned about the Town of Mansfield. It might not always seem so, but all of you nonetheless share a common bond which actually unites you. You may not always agree on what each of you might believe would be best for the town, but that doesn't change the fact that you are all good people trying to do a good job in best protecting the Town of Mansfield. Just like the members of the Board of Education for Region 19 always try to do when making decisions for the Region.

Which brings us to our current situation. Serious and legitimate concerns have been raised by some of the members of this town council regarding whether or not placement of SRO officers within E.O. Smith High School should be allowed. This question has come up before the council only because of a legislative determination which prohibits the Region from hiring SROs on its own. The result is that any SROs which Region 19 might wish to place within the high school would become employees of the Town of Mansfield. It is therefore very easy to understand the concerns which this might generate for the Mansfield Town Council, and I agree that those concerns are serious and legitimate, as did the Region 19 Board.

However, I'd also like to mention a few points which I hope might take into consideration when making your decision. As you already know, the Region 19 Board is an independent governmental body charged with the responsibility for oversight and administration of EO Smith High School. Its currently comprised of three member towns, though there are several towns which also send students to the school on a tuition basis. Each of the member towns elects four representatives to the regional board, and, by statute, those elected officials are also charged with responsibility for the safety and security of EO Smith. The individual towns comprising the Region do not have this responsibility. The Region 19 Board is an experienced, well educated, and very concerned board, and, after grappling with the issues with which you are now struggling, the members of that board unanimously agreed that it was in the best interests of the school and its students to retain the services of the school resource officers. This decision was not made lightly, and, just like what you are now experiencing, it followed investigation and debate by the representatives of all three towns comprising the Region.

At this point, the Mansfield Town Council is essentially covering ground that the Region 19 Board has already covered, and covered thoroughly. There isn't a single issue which has been raised by the town council which was not already raised and discussed by the Region 19 Board. Ultimately, our decision to retain SROs was unanimous, but, initially, a number of members of the Board were opposed to the hiring of SROs, and for many of the same reasons you have raised. However, like the town council is now doing, we also did our homework, and we ultimately decided unanimously that this was an appropriate course of action to improve the security of our school. Did we have some reservations initially? Of course! However, our superintendent has experienced the presence and effect of SRO's in three different high schools, and was therefore well qualified to discuss the benefits derived from the presence of the SROs in those systems. After reviewing the information we obtained, and listening to the experiences of our own superintendent, we all decided that the presence of SROs would increase the safety of the students and staff. This was complicated decision for us, but one we unanimously agreed was in the best interest of our school community. It is our hope that the Mansfield Town Council will respect that decision.

J. Mark

Monday, January 27, 2020

My name is Janice Chamberlain. I am a resident of Ashford and have served on the Region 19 board for over 16 years. I have played an integral part in the decisions made by this board during this time that involve the school's budgets, buildings, personnel, policy, curriculum, school environment, and the health and safety of our students. These decisions are always made after careful, thoughtful, and informed discussion. It is an honor to serve my community on this board and I take my responsibilities very seriously.

I was a part of the Region 19 board decision to hire two part time School Resource Officers (SRO's). Our board proceeded cautiously and deliberately when considering the hiring for these two positions. It was important to us to ensure that they would be incorporated into our unique school environment and culture at EOSmith. Our current Superintendent had positive experiences with SRO's in the schools where she previously worked. Her input and guidance informed our decision as well.

The SRO positions are a part of a bigger security plan at EOSmith.

SRO's are not to take the place of our administration, teachers, and staff such as guidance counselors, social worker, and psychologist. These employees are key in managing the social and mental health issues of the students, establishing relationships with our students, being mentors, and maintaining a positive and safe school environment for all our students.

As a board member I expect SRO's to develop positive relationships with our students as well however they are trained professionals in emergency procedures and will play an important role in managing a school crisis.

Our school administration will have greater supervision and oversight of these SRO positions and influence over their staff development and training. It is important to us that whatever they do supports the school culture at EOSmith. SRO's having a direct line of communication to the resident trooper and to Troop C is critical if we are going to have any type of armed personnel on the school premises. In a school emergency that involves an active shooter every minute is critical. A faster response will help to minimize a school crisis and unwanted school tragedy.

Region 19

My name is Elizabeth Peczuh, 47 Timber Lane, Willington, CT.

I am here as a representative from Willington who has served 12 years on the Region 19 Board of Education. I have been elected repeatedly to represent the students from Willington and ensure that their best interests are being met at EO Smith. That is what I was doing when I voted to have SROs at the school. I voted to have qualified and trained police officers in our building. All the other members of the Region 19 Board of Education unanimously voted in the exact same manner.

As Mansfield Town Council members, respectfully, you have not been elected to <sup>make decisions for</sup> represent students at EO Smith. That is the <sup>responsibility of the</sup> Region 19 Board of Education's responsibility. The only reason we are here is due to a technicality in regional school district hiring procedures. Your opinions on SROs at EO Smith should have occurred during Region 19 public meetings where you could have shared your thoughts during public to speak.

Your charge is to decide whether or not you want SROs on your payroll. When you make this decision, please understand that you are making a decision that affects not only students from Mansfield but also from Willington, Ashford, and many other towns. The citizens of Willington and Ashford voted for their representatives who made the decision to have SROs. They also voted for the cost when the budget passed in all 3 towns.

In this day and age, I find it hard to believe that anyone would vote to remove a safety measure from our schools and our students' lives. I urge you to vote in favor of keeping the SROs on your payroll so that we can continue to provide a safe environment for our students.

Just as →  
the  
boards of  
selectmen  
of  
Willington &  
Ashford  
have  
voted.

Elizabeth J. McCosh-Lilie

Representative to Region 19 Board of Education for Ashford, CT.

Joined Reg. 19 Bd. August of 2001 – Served 18 ½ years.

When I first joined the Region 19 Board, the main shooting in a school was at Columbine High School in Colorado. As the years have gone by the number of events have increased and the need to increase security has grown. The Region 19 Board has steadily increased the building security to make it more difficult for intruders to enter.

For a number of years the assumption at E.O. Smith High School was that the CT State Police at the Mansfield Town Hall afforded us the added protection that was needed. However, in recent years the officers have advised us that the CT State Police would not always be close by and that there would be valuable time lost if the school had to wait for them to respond.

There have been suggestions that teachers be armed or that armed security be hired. These two approaches to protecting the school have a number of problems. It was the CT State Police who recommended that we hire School Resource Officers (SRO). This was a suggestion that was debated for an extended period. For some of us, we were not comfortable with guns in the school.

It was decided a year ago with the planning for the 2019-2020 budget that we would move forward and hire two SRO's. This budget was approved in all by all three towns in the regional district.

The students, faculty and staff have found the SRO's to be a valuable part of the staff. Discipline issues have declined and parents are pleased with the addition. Further, students have positive role models of state police.

At the Mansfield Town Council meeting two weeks ago I was concerned about the attitude of the Mansfield Town Council toward the state police. The expression of fear of the officers and the 'blame' if an officer goes bad was a sad statement. The SRO's have extra training for their jobs, something that security guards don't have.

I believe the Mansfield Town Council should also be concerned that if a problem were to occur at E.O. Smith High School without the SRO's, they will be held accountable along with the Administration of E.O. Smith High School. It will not take long for the community to become aware if the SRO's are removed.

I realize that negative incidents involving police do occur. For myself I have lived in four different states and have had interactions with the state police in each one of them. All have been positive.

At the meeting two weeks ago questions were raised that clauses concerning removal of an SRO were lacking in the contract. This was of concern to Council members. It would seem better to work with the SRO's, the E.O. Smith Administration and their lawyer and the Mansfield Town Council and their legal council to improve the contract rather than throw the whole program out.

Mansfield Town Council  
Audrey P. Beck Municipal Building  
4 South Eagleville Road  
Mansfield, CT 06268

Kimberly Christenson  
19 Adeline Place  
Mansfield Center, CT 06250

January 27, 2020

Town Council Members:

I would like to take this opportunity to assure the members of Mansfield Town Council that the decision to welcome School Resource Officers into the EOS High School community was done with prudent research and thoughtful conversations among the members of R19 Board of Education.

It is extremely important to us to have exceptionally trained and highly qualified SROs at EOS High School. One of the goals of the SRO program is for the officers to integrate into the school community as they build trusting relationships with students and staff. There are countless accounts from students and staff how this is already happening and having a positive impact on the school community.

Region 19 BOE represents the students of Mansfield, Ashford, and Willington in addition to other sending towns. We consider all our students when making these decisions. SROs are one of many school security measures in place at EOS. These officers are an instrumental part of our security plan to do our absolute best to provide safety for all staff and students so that they can ultimately learn and thrive in a safe educational environment.

I invite each of you to spend time at EOS. Walk our halls, observe our students, learn from our teachers, engage in conversation with our SROs. You will experience a warm and welcoming high school. You will see how the daily interactions between staff, students and SROs are positive.

Please take this opportunity to work with Region 19 BOE in implementing our thoroughly researched and thoughtfully implemented SRO program. I believe that we value the same things for the EOS community: safety and education.

Sincerely,



Kimberly Christenson

Region 19 BOE Mansfield Representative  
Parent of EO Smith students  
Mansfield Resident

SRO Statement: January 27, 2020

Anthony Paticchio  
178 Waterfall Road  
Ashford, CT 06278

Region 19 Board of Education Member from Ashford, CT since 2015

I want to point out that this is my personal statement reflecting my own individual views as a member of the Region 19 Board of Education. While I am confident that the other members of the Board who participated in the unanimous decision to develop and enter into an agreement assigning School Resource Officers to E.O. Smith High School share views similar to mine, I am not now addressing you as the designated representative of the entire Region 19 Board of Education.

The Region 19 Board of Education is comprised of board members elected by each of the Region's three member towns of Ashford, Mansfield, and Willington. The Board is charged pursuant to Sec. 10-220(a)(4) of the Connecticut General Statutes, with providing "a safe school setting" at E.O. Smith High School. Assuring the safety and security of the E.O. Smith community is therefore the responsibility not of any single member town but of Region 19 and its Board of Education. It is a responsibility that the Board of Education and the school Administration take with a seriousness second to none in the discharge of their duties and responsibilities to the Region 19 community.

At its December 4, 2018 Board Meeting, the Region 19 Board of Education voted unanimously to develop an SRO agreement with the Connecticut State Police and the Town of Mansfield.

Following the Board vote in December 2018, discussions and negotiations commenced among Region 19, the Connecticut State Police, and the Mansfield Town Manager. In August 2019, a Memorandum of Agreement was entered into pursuant to Sec. 10-233m of the Connecticut General Statutes between The Department of Emergency Services and Public Protection Division of State Police, the Town of Mansfield, and the Board of Education of Regional School District #19 concerning assignment of one or more School Resource Officers ("SRO") at E.O. Smith High School.

Under the terms of the Memorandum of Agreement the SROs are employees of the Town of Mansfield appointed as special constables, are under the operational control, subject to the terms of the Memorandum of Agreement, of the Connecticut State Police Resident State Trooper Program in accordance with the Resident State Trooper Contract between the Department of Emergency Services and Public Protection and the Town of Mansfield, and are qualified "retired police officers" as defined under and subject to the rigorous law enforcement training requirements specified in Section 10-244a of the Connecticut General Statutes. As required by Sec. 10-233m of the Connecticut General Statutes, the Memorandum of Agreement includes, among other things, provisions addressing the daily interactions between students and school personnel with the school resource officers and includes a graduated response model for student discipline. The costs and expenses of this program, including the

compensation of the SROs, are borne by Region 19 and are included in its annual budget approved by the Region 19 member towns.

Several months after the execution of the Memorandum of Agreement and implementation of the SRO program at E.O. Smith High School, Region 19 first learned that the Mansfield Town Council had not been advised of the SRO Memorandum of Agreement or its terms prior to its execution by the Town Manager, and that the Council would revisit and reconsider the Town's participation in the Memorandum of Agreement, including consideration of whether to terminate the Agreement.

I want to assure the members of the Council that the Region 19 Board members did not come to the decision to place armed officers within the school without serious consideration of the concerns voiced by members of the Council. And while it is true, as some members of the Council pointed out at the last Council Meeting, that Region 19 could hire armed guards directly without involving the Town of Mansfield as employer of the SROs, it was considered essential by the Region 19 Board of Education and the school Administration that any armed officers present in the school be qualified "retired police officers" subject to the rigorous police training requirements mandated by Section 10-244a of the Connecticut General Statutes.

The Council has now heard widespread support for the Board's decision from students, parents, teachers and community members who want to continue the SRO program currently in place.

While I understand and support efforts of the Mansfield Town Council at this time to seek to clarify and more clearly delineate certain responsibilities of the parties and requirements under the existing Memorandum of Agreement, I urge the Council not to act to terminate the Memorandum of Agreement, and thereby overturn the Region 19 Board of Education's determination of the need for and efficacy of having School Resource Officers assigned to E.O. Smith High School, a determination made by the Region 19 Board of Education acting for and on behalf of all of its member towns and in the due exercise of its statutory duty and responsibility to assure the safety and security of the entire E.O. Smith community.

I am asking the members of the Council to honor the unanimous decision made by the Region 19 Board of Education to implement the SRO Program, and, as a fifth option in addition to the four presented to you by your counsel, to work with the Region 19 Board, the Region 19 Administration, and the Connecticut State Police, in reaching mutual agreement on an amendment of the existing Memorandum of Agreement to clarify certain responsibilities, duties and requirements of the parties under the provisions of that Agreement, and under any successor agreement. Region 19 acted in good faith in all respects in connection with entering into the Memorandum of Agreement, and with no reason to believe that the Town Manager had not obtained all required approvals from the Town prior to executing and delivering the Memorandum of Agreement on behalf of the Town of Mansfield.

Thank you.

Now that all of you have hopefully learned more about our SRO program, I am back again to emphasize the importance of its continuation in our high school. I am out here speaking on a midterm exam night. Because many of my classmates are at home studying for their exams, I decided to bring their voices here to this meeting. I have a petition that reads "As a student at E.O. Smith, the Student Resource Officers are a positive role model in our school community and they create a safer environment." I got 356 signatures in a matter of only 2 hours. Now one thing that you may ask me for a "clarification" on is that this is only 30% of our schools student population. Yes, I can't possibly talk to everyone and yes I talked to a few people who disagreed with my point of view. However in the 2 hours of collecting signatures, the vast majority of students that I talked to were in support of the SROs. To further put this percentage in perspective, for the November municipal election across Connecticut, the voter turnout was 33.5% for the entire day. (Denise W. Merrill, Secretary of State).

Last meeting, I was hearing the use of national averages. National data is important. However, if you took a Statistics midterm today, just as I did, you would know the important idea that correlation doesn't imply causation. Just because there is an SRO program in a school and the national average, emphasis on "average," shows that with SRO programs, minorities and students with disabilities are targeted more often, doesn't mean that a school with an SRO program is going to 100% have this issue. This is why I encourage the council to at least wait until the end of the year to look at the data from this year and compare it to previous years at E.O Smith. Do not compare our school with other high schools because every school has their own unique school community. Speaking about the school community, I am in Peer Natural Helpers, a program that helps students, and I give tours to incoming freshman and their parents to familiarize them with the school. One of the things I always say and take absolute pride in is our open and welcoming school community. When I was a freshman I was completely lost in

Z. Donald

this new big school. Someone saw my confusion and came over and helped and to me they were a total stranger. I am proud of the administration and students that they do not racially profile. I trust my administration to hire appropriate SROs that reflect our school's core values.

Because school shootings are random and can happen anywhere, we need to keep our school safe for everyone. This is why I feel the SRO program should continue. If you vote to get rid of the SRO program at our school, you will be denying at least 356 students of their right to feel safer in our school environment.

Before I begin I would like to take a moment and express my frustration with this council. Last meeting I came to you not only as an employee of EO Smith, but as a resident and most importantly as <sup>an</sup> parent. I shared with you my concerns regarding not having the SROs in our school and it was quickly dismissed with a response of, "Well the district can hire armed security guards." I walked away from that meeting feeling a total lack of respect from this council. It was as if my message was only listened to because it was part of a required process. Before I proceed I ask each of you to actually hear me, hear my voice, hear my message. Hear me!

At the last meeting it was mentioned that a council member wanted to have Mark and Hans removed immediately because of articles saying that SROs profile students. I also read an article, actually a research brief completed by the Dolan Consulting Group and it reads:

"The first important research finding is that SROs are individuals and, like all people, individual school resource officers act differently from one another. Therefore, examples can likely be found of individual SROs who have taken an unnecessarily heavy enforcement stance toward student conduct problems, and others who have not. Undoubtedly, officers with temperaments unsuited for working with children and youths should not be assigned to SRO positions. However, solely focusing on isolated incidents receiving national media attention is not a reasonable way to determine the effects of the thousands of SROs assigned to schools throughout the country."

Based on that alone, I'm left to wonder are you profiling Mark and Hans based on national media attention brought on by those SROs who have acted inappropriately? Has this council done its due diligence and actually had a conversation with our administration? With our Board of Education? Or with Mark and Hans themselves? Well I have. I have learned that aside from the years of training and experience as officers of the law, both gentlemen are fathers and have previously worked with the youth in other communities. Hans was instrumental in establishing the DARE program in Coventry by personally writing the grants for it. He then went on to teach this program for 10 years! He was also the coach for his son's soccer team. Mark taught a class to high school students about the dangers of drinking and driving. This is something he'd like to teach our Juniors and Seniors ahead of prom season. He also discussed with our football team the dangers of drugs, vaping and alcohol and how they effect athletic performance. My son is on the football team and he told me that Mark's message was well received by everyone. Mark then took his time to listen to each student who asked questions and gave advice. Before leaving he also let them know that he's always available to listen to them, or help any of them if they're going through any difficult times. Mark made sure our students knew they could go to him with anything! Aside from all of that for 3 years he taught a class called Interaction Between Police and Youth to other police officers. According to the ct.gov, website this course is described as teaching, "...officers in helping to eliminate the problem of disproportionate minority contact," and "Strategies for communicating more effectively with young people and improving police/youth relations." He literally taught the class that you are basing why the SROs should be dismissed on.

Now, let's compare that to the armed security guards you mentioned we can hire. I found a list of their responsibilities online and some of those are to, "prevent theft, protect property, prevent or deter criminal activities, protect people, patrol businesses, diffuse violence, crowd control." No where does it say anything about youth interactions. Or teaching our youth the dangers of drugs and alcohol, or encouraging them in a positive manner. Here are some examples of where armed security guards are used, hospital security, casino security, armored trucks and banks. I don't know about you but I certainly do not want the same people that protect my money to protect and interact with my son! Again, I ask you, did this council do its due diligence to learn about Mark and Hans and what they have to offer the students and staff of EO Smith?

T. Maines

Zachary Scruggs  
Storrs, CT, 06268  
1/27/2020

Mansfield Town Council  
4 So. Eagleville Road, Mansfield, CT

Dear Council Members,

I write to you both as a resident of Mansfield, and a student of E.O. Smith High School. Some of my peers and I have become very distressed after the hiring of two school resource officers by our high school. Without mentioning the questionable legality of their hiring by Region 19, these officers will only worsen the learning and teaching environment.

First, on the issue of school safety, I'd like to say that keeping students safe is a priority for everyone. The goal for our town should be to keep guns as far away from the school as possible. There are conflicting studies on how safe these officers make schools, but the feeling among many I have talked to is that they feel more threatened than safe. Famously, Marjory Stone Douglas High School had a stationed officer at the school during a shooting and he stood outside in "defensive position" while students were killed. Me and my peers place no trust in these officers to keep us safe.

Second, on the issue of policing in schools. A recent study done by Connecticut Voices For Children found that in schools with resource officers, illegal activity remained constant, while arrests shot up. Specifically Latinx students are 6 times more likely to be arrested than whites for said illegal activities despite <sup>no proof that they</sup> committing them at a higher rate. The last thing we need at E.O. is two over policing guards that won't deter any illegal activities, but will up the number of arrested students. Thank you for your time.

Sincerely,

Zachary Scruggs

To: Mansfield Town Council

From: Erika Wiecenski, 19 Adamec Rd Willington CT

Dear Town Council Members,

My name is Erika Wiecenski, I am a resident from Willington, parent of an E.O. Smith student and current Willington First Selectwoman.

I am here to express my concerns regarding the potential termination of the School Resource Officer (SRO) program at Region 19 E.O. Smith High School. I understand that the officers are employed by the Town of Mansfield and this is why the matter is before you now.

Region 19 Board of Education is made up of elected officials from Ashford, Mansfield and Willington. These individuals were elected to work and make decisions on behalf of their respective residents. The decision of what programs are implemented as well as how funds are spent at E.O. Smith is the role of the Region 19 Board of Education not the Mansfield Town Council. Citizens of Ashford, Willington and Mansfield have an opportunity to speak to that board expressing our opinions, concerns and questions. The governing bodies of Willington, Ashford & Mansfield do not have the authority or oversight as to the implementation of such programs.

Over the course of the many months in the winter of 2019 the Region 19 BOE held public meetings regarding their budget planning and the SRO program was discussed in open public meetings. Ultimately the budget was taken to a referendum in Willington, Ashford and Mansfield and passed with funds allocated for an SRO program.

While I understand the process may not have been handled appropriately through your town council, these unfortunate circumstances do not change the need for the program as appropriately determined by the Region 19 BOE.

I am asking the members of this Council to honor the unanimous recommendation of the Region 19 BOE, school administrators, and the voters of Ashford, Willington and Mansfield by allowing the program to continue with the officers employed by the Town of Mansfield. I encourage you to evaluate the program with all stakeholders to make any necessary improvements to a vital security feature in our High School to continue.

Respectfully,

Erika G. Wiecenski

My name is Geoff Kern. I live at 58 Cemetery Road. I am a parent of two successful EO Smith graduates. The last time I spoke, I spoke in my role as the president of the Teacher's union, the EOSHSTA. Since I spoke two weeks ago, nothing has changed in a significant way to make me believe that a majority, a large majority of teachers are in favor of keeping the SRO's in their current position.

What has changed is my desire to address this board ~~on related~~ matters related to the meeting of two weeks ago. First, ms mayor, I wish you would keep to the ground rule you so correctly put forth, to wit, that there should be no cross talk, no back and forth. I understand the council needs clarification, but simply because interrogation rhymes with clarification, we should be careful not to conflate the two words.

Second, I find it disquieting that not a single argument, neither for nor against the SROs, has made the point that an inference of causation cannot be made from observational data. I can only speak to the statistical education of one of you. Pay attention carefully. All the data that I have found that has been referred to in previous arguments has been observational, not experimental. From observational data-only inferences of association can be made-NOT CAUSATION. And the observational data has been found where? Not in schools like EO Smith. Either, they have been from inner city schools or from middle schools. I can assure you, there is a huge difference between high school and middle school.

And that brings me to my next point. Simply because some of you attended EO Smith, your lack of knowledge about the EO Smith community is terribly unfortunate. I'd like to take this opportunity to invite you to my classroom, ~~assuming I can get my supervisors permission~~. I can provide you with coffee and a seat and I think you will be amazed at the changes that have been rendered in the way we deliver our product.

Next, I'd like to quickly point out the hypocrisy of suggesting that EO should hire armed guards over trained policeman. A certain comedian, Jim Jeffries, whom you might know, (I'd recommend him), said in effect, that armed guards may be good at bang-bang video games, but \$15 per hour does not give them a lot of reason to put anything on the line, in the event of an actual shooting.

So as a citizen of Mansfield, it is my opinion that this decision to choose to hire or not hire SROs was never rightfully yours, but rather it ~~is~~ yours by some sort of technicality, which apparently I don't understand. ~~Get over your lies~~. Trust the real decision makers in this process, our superintendent and principal, who are telling you to keep the SROs.

PLEASE

OVR  
RGG 19 BOG

Statement entered into the record - Mia Mitoma, Storrs Rd. Mansfield - Town Council 1/27/2020

I'm a mother of 2 kids - one @ EOSmith & the other, a recent graduate of EOS (16 & 18) - both went through Mansfield schools since early elementary (2008-current).

I'm also a former school teacher with experience in both CA & CT - with most of my experience at Manchester HS (in part with Jill Kreiger as my principal; current region 19 superintendent)..

My opinions about School Resource Officers/SRO are based off of my experiences have evolved with incidents such as 9/11 & Sandy Hook and the outcomes of our school's responses to them. I have also become very active with a newly formed Mansfield community group having difficult conversations about race and racism - THIS being an active discussion topic.

- Imagine it is the last period of the day, you are tired, and not looking forward to the day ending because you are going to work and then home to an empty house until your father comes home very late. You head to chemistry, and although you are re-taking the class, you don't mind because you usually get to work on activities with your hands and your friends - and you like your teacher. In fact, you feel like this class is an "extended family" since many of you share frustrations, hugs, and other displays of affection. Today though, your teacher tells you that you need to report to your administrator's office, you refuse as you know that seeing your administrator means it's disciplinary rather than helpful, as you would have gone to your counselor otherwise. You go, and find out that your teacher has reported you for sexual harassment, your father is called to set up a face-to-face meeting with your teacher and possible SRO/law enforcement to discuss and determine what actions will be taken. You've been told that your teacher may be able to press charges against you in addition to the report going in your school records.

*this particular  
day is*

- Imagine it is the first period of the day and ~~you just starting the schoolday with~~ all academic classes, no electives, art, or gym. You arrive on-time. As the bell rings an unfamiliar adult walks through the door, your substitute English teacher. The sub introduces themselves and gets organized while you stand and stretch as everyone else begins to sit. After taking roll, announcements and explaining the task for class, you are told to take your seat. You continue to sway and dance in place looking straight at the substitute (are you Frustrated? Sad? Tired? Hungry? Defiant? Enter emotion here... c'mon you're a teenager). You see the sub in front of you, their lips moving, but you continue and even get up on top of your desk to dance. You hear the substitute's voice say they will call for security's assistance to help remove you from the academic setting as you are disrupting the learning environment. You jump off the desk and leave the classroom before anyone arrives. A "FALSE PEACE" has taken over the classroom - students are quiet in their seats, some working, when a security officer arrives begins a kind, albeit disruptive interrogation from the doorway of the classroom before going to find you.

Imagine you are on-campus on a particularly stressful day. You've dabbled with illicit drugs to self-medicate and relieve the anxiety, stress and depression you sometimes feel. You decide to

take something you've had in the past and take a walk outside to catch your breath and relieve some anxiety. Suddenly it's dark and you find yourself locked outside the building with no-one around and moments later several officers are grabbing you, strapping you to a gurney and loading you into a vehicle. Where are they taking you and what will happen to you? Days after being released from the hospital you receive notification that your phone has been found and you can pick it up at the police department. You could be arrested and charged for drug use, or other possible offenses, but you go anyway. Before the officer gives you your phone they begin to question you about what happened and where you got the drugs - just for the record.

I've shared these experiences to illustrate the likely scenarios that EOS's SRO's will ~~face~~ face - for 2 of these have happened right here in Mansfield. I ask that the council and the school-board consider 3 things:

- 1-The LIKELY security breach situations that SROs/Peacekeepers will encounter  
(Active Shooter? Mental Health? Disciplinary? Compliance? False Peace?)
- 2-The representation/presence necessary for those LIKELY situations  
(Aggressive? Defensive? Caring/Compassionate? Is a weapon of any sort necessary?)
- 3-the appropriate, necessary responses for LIKELY situations & therefore abilities that the SROs/Peacekeepers have (What responsibilities & when can SROs/Peacekeepers be utilized? Is the ability to arrest someone onsite really necessary?)

*MLK speaks and advocates for all marginalized peoples. People that the majority often don't realize are "invisible".*

*POC  
LGBTQ  
etc.*

Who is feeling safer?

PAGE  
BREAK



**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** John C. Carrington, Interim Town Manager  
**Date:** February 10, 2020  
**Re:** UConn Position on Sewer Connections

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**Subject Matter/Background**

On October 17, 2019, UConn hand delivered a letter that established their position on sewer connections. UConn will continue to oppose any student housing development in Mansfield and requests that the Town does the same. UConn will not approve any requested sewer connections for high-density student housing developments under the July 1, 2017 Sewer Service Agreement. Their position does not affect any sewer connections to Town owned sewer lines, for example the four corners project area. It only affects properties that would have to connect to an UConn owned sewer line, for example any property on North Eagleville Road.

At the January 13, 2020 Town Council meeting, Mayor Moran said she would draft a response letter for the Town Council to review.

**Attorney Review**

The Town Attorney, Kevin Deneen, reviewed the letter on October 28, 2019 and made the following statement:

Pursuant to Section 4(a)(i), Mansfield has “the right and responsibility to approve any direct connections to the Mansfield Sewerage System.” UConn plays a role pursuant to Section 4(a)(ii)(1)(A) and (B) if “any End User proposing to make a direct connection from a Mansfield Facility to the UConn Sewerage System.” Under such a case, UConn has the right to approve such a direct connection to the UConn Sewerage System. Attorney Deneen answered the Town Council legal questions on the UConn position on sewer connections at the January 13, 2020 meeting.

**Recommendation**

If the Town Council approves the Mayor’s letter, the following motion is in order:

*Move effective February 10, 2020 to authorize Mayor Moran to send her proposed letter to UConn President Katsouleas.*

**Attachment**

- 1) Draft response letter to President Katsouleas

PAGE  
BREAK

February 10, 2020

President Thomas C. Katsouleas  
University of Connecticut  
Office of the President  
Gulley Hall  
352 Mansfield Road, Unit 1048  
Storrs, Connecticut 06269-1048

Subject: University position on new multi-unit housing in Mansfield

Dear President Katsouleas:

As a follow-up to our meeting of December 20, 2019, I wanted to express in writing the serious concerns raised by the Town Council with regard to the position the University has adopted toward multi-unit housing in Mansfield, and specifically in the areas near campus. Our two institutions have put significant effort into working together to find solutions to problems, with the changes to Spring Weekend being one of the most noticeable successes. I am hopeful that we can once again find common ground to address this issue in a manner that benefits both the Town and the University. For that to be possible, it is imperative that both organizations understand the challenges faced by the other. Accordingly, this correspondence is intended to convey the challenges Mansfield is grappling with and the impact the University's position on this issue will have on the Town's ability to address these challenges.

### **Background**

Executive Vice President for Administration Scott Jordan's letter of October 17, 2019, hand delivered to the Town Manager and shared with the Town Council and the Planning and Zoning Commission, stated that the University opposed any "student housing" near campus. A primary reason for the opposition identified in this letter as well as in previous testimony to the Planning and Zoning Commission is the reduction in University revenue due to decreasing demand for on-campus housing. This decrease in demand has been attributed by the University to the development of multi-unit housing off-campus that provides attractive living options for students. No mention is made of the age, type, quality and cost of the University's housing options as a contributing factor to the decrease in demand. At the December 10, 2019 Town-University Relations Committee meeting, University representatives further implied the University's opposition would apply to any proposal for new multi-unit housing under the assumption that such housing would ultimately be occupied by students unless such housing was age-restricted to senior citizens.

The desire for students to live on-campus is shared by both the University and the Town. In 2015, the Town adopted the Mansfield Tomorrow Plan, which serves as both our official Plan of Conservation and Development as well as a strategic vision statement. Given the intertwined nature of the University campus and the community as a whole, the need for the Town and

University to work together to address concerns is a common theme throughout the Plan. I have attached the following excerpts for your reference to provide additional background:

- Mansfield's Vision for Tomorrow
- Diversifying the Economy
- Housing
- Stewardship and Implementation

### **Diversity and Affordability of Housing Stock**

One area where I believe both our institutions can agree is the importance of having a diversity of housing options affordable to a wide range of incomes. For example, the University contributes to the need for low- and moderate-income housing for its graduate student families, young professionals and other staff members. Currently, there is a lack of affordable options within walking distance to campus, which places an additional burden on low- and moderate-income families. Expanding housing options would hopefully serve as a community asset that the University can promote as it looks to expand its graduate enrollment. Locating such housing in close proximity to employment centers such as the main campus also contributes toward both Town and University goals for carbon footprint reduction. Lastly, the need for a diversity of housing stock would also support eventual build-out of the University's Technology Park by providing prospective employees with options to live and work locally.

Since the adoption of the Mansfield Tomorrow Plan, there has been a significant change in the number of affordable housing units available in Mansfield. At the time the Plan was adopted, the Town anticipated that it would fall below the State goal of having 10% of its housing units designated as affordable after the 2020 census was conducted and new units developed in Downtown Storrs were counted toward the Town's overall unit count. Specific strategies were identified to increase the number of affordable units in response to this anticipated change with a goal of maintaining or ideally exceeding the 10% goal for affordable units.

In 2017, the Connecticut Department of Housing revised the count of existing "affordable" units in Mansfield and as a result, less than 7% of housing units are currently considered affordable. This change in status has significant ramifications for both the Town and the University:

- *Affordable Housing Land Use Appeals Act.* The goal of having 10% of a municipality's housing units is established in Section 8-30g, C.G.S., which is known as the Affordable Housing Land Use Appeals Act. Pursuant to this act, any municipality where less than 10% of the total number of housing units are designated affordable is subject to a different legal standard when reviewing applications for housing developments that include a significant affordable housing component. Instead of the burden being on the developer to demonstrate that they meet local zoning requirements, the burden is shifted to the Town to prove that there are public health and safety concerns that outweigh the need for affordable housing. Few municipalities have been able to meet this standard when challenged in court, and fighting such challenges is costly.

Until the Town makes significant progress in increasing the number of affordable units in Mansfield, any developer that meets the affordability provisions of Section 8-30g will be in the position to propose housing in locations and configurations that neither the Town nor the University would normally support regardless of whether such development is consistent with local zoning provisions. In an attempt to increase the number of

affordable housing units, the Town adopted affordable housing requirements for all new residential developments over five units. The University's opposition to any new multi-unit housing may serve as a barrier to increasing the availability of affordable housing in Mansfield.

- *Population Diversity.* In addition to the need for affordable housing options to support University staff and graduate students, the lack of affordable options also has a detrimental impact on the overall diversity of Mansfield's population. As identified in the Mansfield Tomorrow Plan's vision statement, the Town is striving to increase the diversity of our population, understanding that diversity is part of what makes Mansfield different from surrounding towns and contributes to our quality of life. Current rental housing is primarily "market rate" which has driven up the average cost of rents in town, particularly given that many landlords rent by the bedroom as opposed to the unit in response to the student market. These rents put pressure on families, resulting in over 40% of Mansfield residents spending more than 30% of their income on housing, and, when housing and transportation are combined, spending more than 50% of residents' income, making diversity goals difficult to meet.

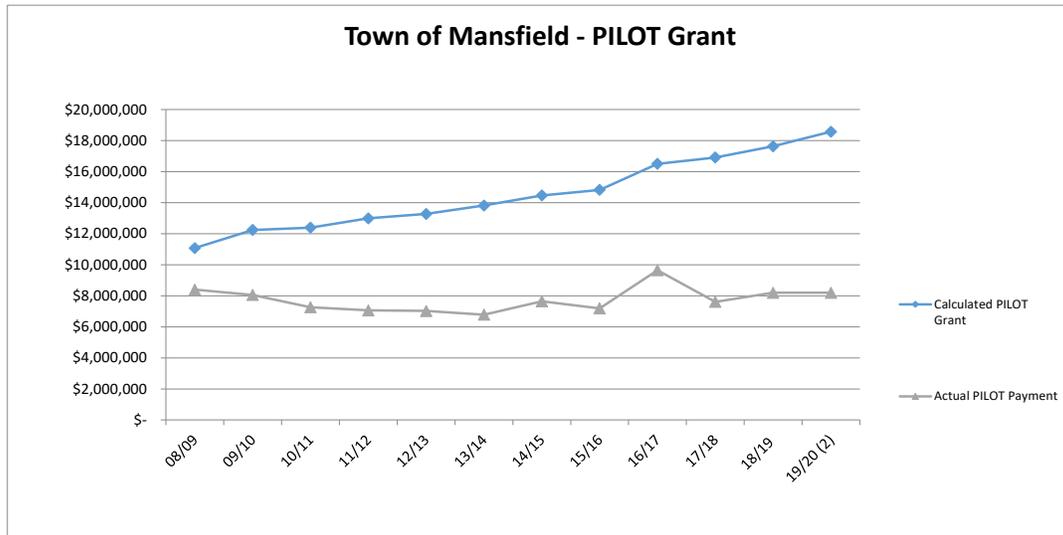
### **Housing Choice**

Although Town-wide data suggests a very young population with a median age of 21, this is misleading because it includes college students in the totals. In fact, Mansfield has a steadily aging population in need of housing that can meet their needs. In 2010, 42% of Mansfield households included a resident 55 years or older. Many residents would like to remain in Mansfield, but not necessarily in the large lot single-family home that is typical of existing housing stock. For some, condominium living is an attraction, for others, rentals would be desirable. Pursuant to zoning regulations, both condominium and rental units are considered multi-unit housing. While the University has indicated that it would not oppose age-restricted multi-unit housing, this approach does not provide any option for seniors who would prefer to live in a diverse community as opposed to one solely comprised of those in their own age cohort.

We have also learned anecdotally that the lack of quality rental housing options in Mansfield leads new faculty to locate elsewhere. Once they are settled in another community, they tend to stay there. Providing attractive housing options to new faculty would benefit both the University and the Town.

### **Financial Impacts**

As home to the University's main campus, Mansfield relies heavily on PILOT (Payment in Lieu of Taxes) grants to support government operations. The University owns more than half of the property on the Town's Grand List, but PILOT and other state funds support less than 40% of the Town budget, and that percentage has been dropping over the past decade or more. Just as the State has routinely cut the University's budget, it has also failed to provide PILOT payments at the level identified in the PILOT formula. The below chart identifies the gap between actual PILOT funding as compared to what Mansfield should receive based on the PILOT formula. With the exception of FY17, the gap between the calculated PILOT grant and actual PILOT payments continues to widen, placing greater pressure on the Town to increase other revenue sources.



Furthermore, Mansfield's history of, and demand for, high quality education and social services has been heavily influenced by the presence of the University's students, faculty and staff in the community. To continue the level of services that residents expect and demand, the Town needs to increase the value of the taxable properties on the Town's Grand List. Economic development, including housing construction, is the primary option available to offset the loss of State funding.

### **Economic Development**

The federal Opportunity Zone in the northern end of Mansfield, which both the Town and the University share, offers the ability to attract development that will expand housing choice as well as job creation and support for entrepreneurship. The Town has already heavily invested in infrastructure for this area. While it cannot be determined yet what kind of private businesses will decide to invest in the Opportunity Zone, the Town's goal for areas such as the Four Corners is that redevelopment support a mix of both housing and business options with the goal of creating another vibrant mixed-use neighborhood. This neighborhood can serve as a benefit to UConn by locating a mix of housing, services, and small-scale research and development opportunities at the gateway to the University and the Technology Park. Opposition to any type of residential development in this area may impede its revitalization, which would not be in the University or the Town's interest.

### **Neighborhood Stability**

Mansfield has been coping with the problems of unruly students living in rental single-family housing in our neighborhoods for years now. While the Town recognizes that problems generated in neighborhoods represent only a minority of the University's students, it has been an ongoing issue. In addition, the influx of both well-behaved and misbehaving young people into our neighborhoods has encouraged the purchase of single-family residences by investors, raising the price of single-family housing stock that would have been available to lower income families, whether they are young or old, while simultaneously making those neighborhoods less attractive to families.

Mr. Jordan states in his letter that “The Town’s fundamental issue of students living in residential neighborhoods elsewhere in Town will remain unchanged. It is not the case that a lack of available alternatives drives students to live in single family homes.” The Council would be very interested to see the research and data that led to this conclusion as it is contrary to the recommendations developed by the Town’s Ad Hoc Committee on Rental Regulations and Enforcement. The Committee’s final report (2017) identified the following recommendations to expand and diversify housing options to decrease pressure on the rental market in single-family neighborhoods:

- Actively encouraging the development of additional on-campus housing; and
- Encouraging the PZC to adopt zoning regulations that promote the development of multi-family units in areas that are appropriately sited to mitigate neighborhood impacts.

While there will always be some segment of the student population that prefers a single-family setting, the success of The Oaks on the Square alone indicates that there is also a demand for high-quality multi-unit housing in close proximity to campus.

As identified in the Mansfield Tomorrow Plan, Mansfield would also prefer to have students living on-campus as opposed to off-campus and would wholeheartedly support University efforts to upgrade and expand its housing stock. However, as long as the University’s housing options remain unappealing to students in terms of quality, price and lack of independence, there will be a demand for off-campus options. The Town therefore has no choice but to encourage multi-unit housing in close proximity to campus to relieve the pressure on our neighborhoods.

### **Finding Common Ground**

While it may appear from this letter that our two entities are at opposite ends of the spectrum with regard to multi-unit housing, I believe that there are ways in which we can work together to find win-win solutions that benefit us both. Assistance from your office will be needed to coordinate meaningful and fruitful partnerships moving forward. Examples of possible collaboration include:

- *Housing.* The increase in growing graduate student enrollment presents an opportunity to work together on strategies to increase the availability of affordable housing available to graduate students and their families. Additionally, there is a growing trend across the country of capitalizing on the synergies between college towns and aging populations. The Town has previously talked to University representatives about the concept of an amenity-rich retirement community oriented toward UConn alumni, but have been unable to make a connection with the UConn Foundation to discuss ways in which our organizations can partner on such an initiative.
- *Research and Development.* While housing is currently a dominant economic development driver, the Town is very interested in diversifying its economy and expanding opportunities for business and job growth. This is an area where the Town and University’s interests align; however, it is difficult to make headway with the silos that currently exist in the University’s organization. For example, as the University commences work on the Northwest Science Quad, there is an opportunity to explore the development of incubator and small-scale R&D space on private property at North Eagleville and King Hill roads. Demonstrating the demand for such space to the private market would require a collaborative effort with the University to identify academic

programs and initiatives with high potential for generating start-up companies, locating those programs in the science quad and identifying the types of space (wet lab, dry lab, etc.) needed by spin-off companies.

- *Redevelopment.* Both the Town and University own properties in the Opportunity Zone that could be ripe for redevelopment, including the Depot Campus, Bergin Correctional Facility, and with the anticipated opening of a new elementary school in 2023, the Goodwin Elementary School site.
- *Funding.* As both the Town and University are significantly impacted by State budget cuts, there is an opportunity for each organization to support efforts in lobbying the legislature for funding that will help us achieve our mutual goals, such as improving on-campus housing options for undergraduate students and increasing PILOT payments to reduce the need for the Town to pursue Grand List growth.

I look forward to working with you and your staff to identify ways in which our two organizations can collaborate to increase the appeal of on-campus housing while simultaneously encouraging the development of new housing options in areas identified in the Mansfield Tomorrow Plan that will meet the needs of a diverse community.

Sincerely,

Antonia Moran  
Mayor

c: Mansfield Town Council  
Mansfield Planning and Zoning Commission  
Mansfield Economic Development Commission  
John Carrington, Interim Town Manager  
Cara Workman, Senior Director of Operations, President's Office



**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** John C. Carrington, Interim Town Manager  
**CC:** Virginia Walton, Recycling Coordinator  
**Date:** February 10, 2020  
**Re:** Pollinator Friendly Community Resolution

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**Subject Matter/Background**

Pollinator populations including honeybees, bumble bees and others are declining at alarming rates. Pollinators are critical to food production. Pollination services by honey bees and other pollinators account for one in every three bites of food. , and the maintenance of healthy, biodiverse ecosystems depends upon the significant environmental services provided by pollinator species.

The Sustainability Committee has looked at a particular class of pesticides, neonicotinoids that are highly toxic to pollinators and responsible for their decline, along with other factors such as habitat loss. These pesticides are absorbed in all parts of the plant, and are widely applied to lawns, turf, flowers, shrubs, trees, fruits and vegetables, in different forms such as granules, soil drenches, sprays and trunk injections. They persist in the soil for years.

In 2016 Connecticut became the first state in the nation to restrict the use of neonicotinoids when the legislature unanimously passed An Act Concerning Pollinator Health. In 2017, the State of CT reclassified all neonicotinoid pesticides for plants as Restricted-Use, meaning that only approved dealers can sell them, and only certified people can spray them. Yet neonicotinoids are still widely used.

To address the precipitous decline of pollinators, US cities and counties have instituted resolutions and/or bans against municipal use of neonicotinoids. Twenty one towns in CT and NY have created pollinator habitat on town property. UConn has taken action to protect pollinators and is recognized as a Bee Campus USA. The Xerces Society, a science-based nonprofit organization that protects wildlife through the conservation of invertebrates and their habitats, created a model pollinator friendly resolution for municipalities. The Resolution was reviewed by key town staff members and modified to address their concerns. At the September 11, 2019 meeting, the Sustainability Committee endorsed a proposed Resolution Declaring the Town of Mansfield a Pollinator Friendly Community. The Agriculture Committee (December 3, 2019 meeting), Conservation Commission (November 20, 2019 meeting) and Parks and

Natural Resources Committee (November 19, 2019 meeting) have reviewed the resolution and endorsed it.

**Financial Impact**

There is no financial impact in passing a pollinator friendly community resolution.

**Legal Review**

Legal review is not required.

**Recommendation**

If the Town Council supports the request from the Sustainability Committee, the following motion is in order:

*Move, effective February 10, 2020 to authorize the Mayor to issue the attached Resolution Declaring the Town of Mansfield a Pollinator Friendly Community. Said resolution shall be entered in the index of Policy Resolutions of the Mansfield Town Council.*

**Attachments**

- 1) Resolution Declaring the Town of Mansfield a Pollinator Friendly Community
- 2) Synthetic Insecticide List

**Resolution**  
**Declaring the Town of Mansfield a Pollinator Friendly community**

WHEREAS, the loss of pollinators is alarmingly high, with honey bee colonies experiencing significant annual losses, and with populations of native bees and other pollinators also in decline; and

WHEREAS, threats to pollinators concern the entire food system, where pollination services provided by honey bees and other essential pollinators account for one in every three bites of food and are valued at \$18 to \$27 billion in agricultural production annually in the United States; and

WHEREAS, these declines are driven by a number of factors including habitat loss, pesticide exposure, lack of forage, and climate change; and

WHEREAS, the maintenance of healthy, biodiverse ecosystems depends upon the significant environmental services provided by pollinator species; and

WHEREAS, populations of pollinators can be supported and enhanced by increasing native habitat that is protected from pesticide contamination; and

WHEREAS, the use of neonicotinoids, the most widely used class of insecticides, is associated with lethal and sub-lethal effects on bees such as impaired foraging patterns, altered reproductive cycles, and impaired immune systems leading to increased susceptibility to pathogens and reduced colony survival; and

WHEREAS, a large and growing body of independent, peer-reviewed scientific studies demonstrate that existing neonicotinoid contamination in the environment can also adversely impact birds, aquatic organisms and the ecosystems they support; and

WHEREAS, research has shown that many pesticides, including fungicides and herbicides, can pose risks to already-compromised bees and other pollinators; and

WHEREAS, use of pesticides is often cosmetic and is not necessary to create and maintain landscapes, gardens or open spaces, given the availability of viable alternative practices and products; and

WHEREAS, integrated pest management - designed to manage pests by addressing the underlying sources of the pest problems and prioritizing techniques that are least toxic to humans and the environment - strengthens efforts to protect pollinators;

WHEREAS, CT Public Act No. 16-17, An Act Concerning Pollinator Health, limits the use of neonicotinoids; and

WHEREAS, the Town of Mansfield can demonstrate its support for pollinators by maintaining pollinator habitat on land managed by the Town and by encouraging residents to plant pollinator-friendly native plants, and to abstain from pesticide use.

NOW, THEREFORE:

The Town of Mansfield shall create, restore, and enhance safe, healthy pollinator habitat that provides forage and nesting resources, and that is free of pesticides. The Town of Mansfield shall identify appropriate locations for creating and managing habitat, potentially including parks, open spaces and around facilities. Where possible, the Town of Mansfield shall seek habitat locations that facilitate habitat connectivity.

Habitat plantings by the Town of Mansfield shall include a diversity of native plant species: flowering trees, shrubs, or forbs known to provide pollen and/or nectar to pollinators, with preference for ecologically appropriate native perennial species in newly planted or restored areas. Plantings should be designed to ensure that flowers are available throughout the growing season. Habitat should also include pollinator nesting sites such as undisturbed soil, undisturbed foliage, and pithy-stemmed plants.

As possible, the Town of Mansfield shall adhere to mowing practices that allow wildflowers and other appropriate flowering forage species to bloom and flourish. (See best practices provided by the Connecticut Agricultural Experiment Station: <https://drive.google.com/file/d/1qLQR48hu-HALkYeQ2928XMAuHIndMnWC/view>.)

The Town of Mansfield shall collaborate with its suppliers on sourcing plants and seeds free of neonicotinoids.

The Town of Mansfield shall avoid the use of pesticides on land owned or operated by the Town by following integrated pest management (IPM) techniques.

Synthetic insecticides identified as highly toxic to bees listed in Group 4 of the Insecticide Resistance Action Committee's classification shall not be applied to property owned or operated by the Town of Mansfield except in cases of a threat to public health or property and when less toxic alternatives do not exist.

The Town of Mansfield shall continue its practice of not applying pesticides for cosmetic reasons on land owned or operated by the Town.

The Town of Mansfield shall encourage government entities, businesses, and residents to avoid the use of neonicotinoids and other hazardous insecticides and to create and maintain native pollinator habitat.

To assist residents and businesses in making Mansfield a Pollinator Friendly Community, the Town shall sponsor and encourage educational programs, lectures, and demonstration projects, such as pollinator gardens.

This resolution shall become effective upon adoption.

*IN WITNESS WHEREOF, I have set my hand and caused the seal of the Town of Mansfield to be affixed on this 10th day of February in the year 2020.*

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Antonia Moran  
Mayor, Town of Mansfield

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## Synthetic Insecticide List

Highly-toxic* neonicotinoids and other neonic-like synthetic chemicals (see IRAC 4)	
Pesticide Active Ingredient	Example product names
Clothianidin	Aloft, Arena, Halifax, Pancho, Prosper
Dinotefuran	Alpine, Safari
Flupyradifurone	Silvanto
Imidacloprid	Admire, Brigadier, Criterion, Dominion, Grubex, Mallice, Mallet
Sulfoxaflor	Closer, Transform
Thiamethoxam	Actara, Equity, Flagship, Meridian

\* Oral toxicity

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**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** John Carrington, Interim Town Manager  
**CC:** Sgt. Keith Timme, Resident State Trooper; Fran Raiola, Fire Chief; Mike Ninteau, Director of Building and Housing  
**Date:** February 10, 2020  
**Re:** Review of Fall Off-Campus Activity

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**Subject Matter/Background**

Council has requested an annual recurring agenda item regarding fall off-campus activity. Chief Raiola, Sgt. Timme, and Mike Ninteau will be in attendance this evening to provide you with an oral summary of fall 2019 off-campus activity and related enforcement. A summary of various enforcement statistics has been prepared and attached for your review with a focus on:

- Open container violations
- Underage drinking violations
- Nuisance violations
- Large off-campus gatherings that required a police response
- EMS and fire calls
- Blight violations
- Rental housing overcrowding violations
- Off-street parking violations

**Recommendation**

This item is informational; no action is needed at this time.

**Attachments**

- 1) Police Services Statistics
- 2) Fire and Emergency Services Statistics
- 3) Building and Housing Statistics

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**Town of Mansfield  
Location**

Generated on 2/3/2020

Issue Date Range: 08/01/2019-12/31/2019

Violation	Issue Date	Ticket Number	State	Plate	Make	Time	Location
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**Officer 004**

98	9/6/2019	2010000390	CT	AD47016	HOND	0855	1608 STORRS
98	9/6/2019	2010000391	CT	AD47016	HOND	0858	1608 STORRS
98	9/6/2019	2010000392	NY	BNE1535	JEEP	0903	28 DALEVILLE
98	9/6/2019	2010000393	CT	342RPZ	JEEP	0941	940 STORRS
98	9/6/2019	2010000394	CT	1AELS8	TOYO	0943	940 STORRS
98	9/6/2019	2010000395	CT	3AHBM4	JEEP	1021	295 HUNTING LODGE
98	9/6/2019	2010000396	CT	9AMGD0	INFI	1029	47 MEADOWOOD
98	9/16/2019	2010000397	CT	AC97637	HOND	0919	295 HUNTING LODGE
98	9/16/2019	2010000398	CT	946YWG	HUMM	0922	295 HUNTING LODGE
98	9/16/2019	2010000399	NJ	M64LJJ	ACUR	1005	22 HUNTING LODGE
98	9/16/2019	2010000400	CT	715UAU	TRIU	1008	22 HUNTING LODGE
98	9/16/2019	2010000401	CT	9694	FORD	1024	29 BIRCHWOOD HEIGHTS
98	9/16/2019	2010000402	CT	548YUN	CHEV	1027	29 BIRCHWOOD HEIGHTS
98	9/16/2019	2010000403	MA	796XZ4	TOYO	1036	9 STORRS HEIGHTS
98	9/16/2019	2010000404	CT	AS83281	BMW	1044	3 WESTWOOD
98	9/17/2019	2010000405	CT	AC19059	VOLK	1019	28 HUNTING LODGE
98	9/17/2019	2010000406	CT	AG93536	GMC	1021	28 HUNTING LODGE
98	9/17/2019	2010000407	CT	AJ90983	HOND	1034	211 SEPRATIST
98	9/17/2019	2010000408	CT	AJ90983	HOND	1036	211 SEPRATIST
98	10/9/2019	2010000411	NY	HTP9921	HOND	0940	113 SEPRATIST
98	10/10/2019	2010000412	CT	AG93536	GMC	1022	28 HUNTING LODGE
98	10/23/2019	2010000426	CT	144YRX	HOND	0920	28 DALEVILLE
98	10/29/2019	2010000432	CT	AJ86378	HOND	0912	113 HUNTING LODGE
98	10/29/2019	2010000433	CT	AL84483	TOYO	0916	105 HUNTING LODGE
98	10/29/2019	2010000434	CT	4AUWV4	TOYO	0922	240 HUNTING LODGE

Violation	Issue Date	Ticket Number	State	Plate	Make	Time	Location
98	10/29/2019	2010000435	CT	672MGP	TOYO	0938	1917 STORRS
98	10/29/2019	2010000436	ME	4408XH	VOLK	1010	137 HILLYNDALE
98	10/29/2019	2010000437	CT	139ZNK	CHRY	1014	167 HILLYNSALE
98	11/4/2019	2010000444	NY	JHL1408	SUBA	0941	61 MEADOWOOD
98	11/13/2019	2010000448	CT	AK25129	ACUR	0932	219 NORTH EAGLEVILLE
98	11/14/2019	2010000451	CT	AB36759	BMW	1040	1546 STORRS
98	11/20/2019	2010000454	CT	464KDR	HOND	0741	22 BAXTER
98	11/22/2019	2010000458	NY	EBG8412	CHEV	0659	67 HILLYNDALE
98	11/22/2019	2010000459	CT	AT58382	ACUR	0711	6 WESTGATE

**Total No. of Tickets Issued: 34**

**Officer 005**

98	9/24/2019	2010000409	CT	MGPCPA	PORS	0732	786 STORRS ROAD
98	9/24/2019	2010000410	CT	AF12181	HYUN	1456	34 HUNTING LODGE
98	10/15/2019	2010000413	CT	OATKU2	JEEP	0759	28HUNTINGLODGE
98	10/15/2019	2010000414	CT	789ZGC	NISS	0802	28HUNTINGLODGE
98	10/15/2019	2010000415	CT	317RXM	HOND	0806	34HUNTINGLODGE

**Total No. of Tickets Issued: 5**

Violation	Issue Date	Ticket Number	State	Plate	Make	Time	Location
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**Officer 015**

98	10/16/2019	2010000417	CT	OAKRN4	PONT	0728	34HUNTINGLODGE
98	10/16/2019	2010000418	CT	AV64693	HOND	0731	34HUNTINGLODGE
98	10/16/2019	2010000419	CT	AS10107	CHEV	0734	34HUNTINGLODGE
98	10/18/2019	2010000420	ME	9301XD	ACUR	0925	23 HUNTING LODGE
98	10/18/2019	2010000421	NY	JGN7404	AUDI	0933	34 HUNTING LODGE
98	10/18/2019	2010000422	CT	AJ17448	HOND	0936	34 HUNTING LODGE
98	10/21/2019	2010000423	NY	JLC5043	HOND	0739	113 SEPARATIST
98	10/21/2019	2010000424	CT	C201399	TOYO	0744	113 SEPARATIST
98	10/21/2019	2010000425	MA	NE27HS	TOYO	0749	113 SEPARATIST
98	10/25/2019	2010000427	NJ	A14GST	HOND	0828	113 SEPARATIST
98	10/25/2019	2010000428	CT	911ZFH	VOLV	0843	34 HUNTING LODGE
98	10/25/2019	2010000429	CT	187ZAZ	FORD	0925	1 EASTWOOD
98	10/25/2019	2010000430	CT	187ZAZ	FORD	0948	1 EAST WOOD
98	10/25/2019	2010000431	CT	619UCA	HOND	1012	78 BIRCHWOOD HEIGHTS
98	10/31/2019	2010000438	CT	2ARAL5	HOND	0739	1608 STORRS RD
98	10/31/2019	2010000439	CT	609JKL	TOYO	0755	23 HUNTING LODGE
98	11/1/2019	2010000440	NH	4163438	VOLK	0717	1002 STAFFORD RD
98	11/1/2019	2010000441	CT	627NNH	LEXU	0731	295 HUNTING LODGE RD
98	11/1/2019	2010000442	CT	1ASGA2	CHEV	0745	34 HUNTING LODGE
98	11/1/2019	2010000443	CT	849GTP	DODG	0753	34 HUNTING LODGE RD
98	11/8/2019	2010000445	CT	AD51269	BMW	0952	105 HUNTING LODGE
98	11/8/2019	2010000446	CT	8ADX2	HYUN	1045	ON GRASS
98	11/8/2019	2010000447	CT	8ADX2	HYUN	1047	ON GRASS
98	11/13/2019	2010000449	CT	AM72305	TOYO	1512	11 WESTWOOD RD
98	11/15/2019	2010000452	MA	4TP661	JEEP	0938	144 SEPERATIST RD
98	11/15/2019	2010000453	CT	602YAT	JEEP	0943	144 SEPERATIST RD
98	11/21/2019	2010000455	CT	448XKW	BMW	1032	219 NO EAGLEVILLE RD
98	11/21/2019	2010000456	RI	DM96	JEEP	1043	204 NO EAGLEVILLE RD
98	11/21/2019	2010000457	CT	AE77245	VOLK	1046	204 NO EAGLEVILLE RD

Violation	Issue Date	Ticket Number	State	Plate	Make	Time	Location
98	11/22/2019	2010000460	CT	AJ31898	HOND	0832	648 STORRS RD
98	12/6/2019	2010000461	ON	AVRZ792	NISS	0909	295 HUNTING LODGE

**Total No. of Tickets Issued: 31**

**Grand Total Issued: 70**

	TICKET #	LOCATION	VIOLATION	DATE	AMOUNT OF
	FALL				
1	4072	49 Daleville Rd	Nuisance	8/31/2019	250.00
2	4092	143 Separist	Nuisance	9/14/2019	250.00
3	4182	676 Mansfield City Rd	Nuisance	9/20/2019	250.00
4	4181	676 Mansfield City Rd	Nuisance	9/22/2019	250.00
5	4320	15 Agronory Rd	Nuisance	9/21/2019	250.00
6	4040	15 Agronory Rd	Nuisance	9/21/2019	250.00
7	4121	940 Storrs Rd	Nuisance	9/22/2019	250.00
8	4122	940 Storrs Rd	Nuisance	9/22/2019	250.00
9	4123	940 Storrs Rd	Nuisance	9/22/2019	250.00
10	4124	940 Storrs Rd	Nuisance	9/22/2019	250.00
11	4100	137 Hillyndale Rd	Nuisance	9/21/2019	250.00
12	4093	137 Hillyndale Rd	Nuisance	9/21/2019	250.00
13	4099	137 Hillyndale Rd	Nuisance	9/21/2019	250.00
14	4319	195 Hunting Lodge	Nuisance	9/14/2019	250.00
15	4318	195 Hunting Lodge	Nuisance	9/14/2019	250.00
16	4101	28 Daleville Rd	Nuisance	9/29/2019	250.00
17	4109	28 Daleville Rd	Nuisance	9/29/2019	250.00
18	4357	Bld 5 Royce Circle	Nuisance	9/29/2019	250.00
19	4608	44 Birch Road	Nuisance	9/7/2019	250.00
20	4609	44 Birch Road	Nuisance	9/7/2019	250.00
21	4116	115 Thornbush Rd	Nuisance	10/5/2019	250.00
22	4116	115 Thornbush Rd	Nuisance	10/5/2019	
23	4117	28 Bundy lane	Nuisance	10/11/2019	250.00
24	4118	28 Bundy lane	Nuisance	10/11/2019	250.00
25	4119	28 Bundy lane	Nuisance	10/11/2019	250.00
26	4652	Bld 5Royce CircleApt 5512	Nuisance	10/19/2019	250.00
27	4653	Bld 5Royce CircleApt 5512	Nuisance	10/19/2019	250.00
28	4120	22 Hunting Lodge Rd	Nuisance	10/25/2019	250.00
29	4127	22 Hunting Lodge Rd	Nuisance	10/25/2019	250.00
30	4661	1096 Storrs Rd	Nuisance	10/26/2019	250.00
31	4654	1096 Storrs Rd	Nuisance	10/26/2019	250.00
32	4634	295 Hunting Lodge	Nuisance	11/1/2019	250.00
33	4632	295 Hunting Lodge	Nuisance	11/1/2019	250.00
34	4633	295 Hunting Lodge	Nuisance	11/1/2019	250.00
35	4651	1 Cheney Drive	Nuisance	10/26/2019	250.00
36	4128	1008 Storrs Road	Nuisance	11/3/2019	250.00
37	4074	3 Carriage House	Possesion	8/31/19	\$ 90.00
38	4359	Storrs Wine & Spirits	Possesion	9/7/19	\$ 90.00
39	4662	Stafford Road	Possesion	11/1/19	\$ 90.00

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### Monthly Incident Counts 2019

2019-2020 INCIDENT TYPE	SEPT	OCT	NOV	DEC	RUNNING TOTAL	% OF TOTAL CALLS
FIRE	0	3	0	3	6	1%
OVERPRESSURE RUPTURE, ETC (NO FIRE)	1	0	0	0	1	0%
MEDICAL	105	134	110	128	477	64%
MOTOR VEHICLE ACCIDENTS	11	19	16	9	55	7%
HAZARDOUS CONDITIONS	9	9	4	5	27	4%
SERVICE CALLS	17	12	21	11	61	8%
GOOD INTENT	8	20	15	8	51	7%
FALSE ALARMS	2	6	6	4	18	2%
FIRE ALARM RELATED	20	7	5	7	39	5%
SEVERE WEATHER	0	0	0	1	1	0%
SPECIAL/OTHER	2	7	0	5	14	2%
<b>TOTAL # OF INCIDENTS</b>	<b>175</b>	<b>217</b>	<b>177</b>	<b>181</b>	<b>750</b>	<b>100%</b>
<b>INCIDENTS BY TIME</b>						
00:30 - 06:30	15	28	19	19	81	11%
6:30 - 12:30	28	65	51	45	189	25%
12:30 - 18:30	58	67	57	59	241	32%
18:30 - 00:30	43	57	50	49	199	27%
<b>INCIDENTS BY DISTRICT</b>						
107	42	47	54	43	186	25%
207	32	28	20	29	109	15%
307	86	108	85	81	360	48%
OUT OF DISTRICT	13	27	18	13	71	9%
INCOMPLETE	2	7	2	6	17	2%
<b>MUTUAL AID</b>						
AID GIVEN	10	16	13	6	45	42%
AID RECEIVED	10	18	16	17	61	58%

EMS and Fire duty crews were staffed on Friday and Saturday night during expected peak hours to supplement on-duty staff to handle the increase in call volume.

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Start Date	Type	Address	Comments	Status	Result
11/26/2019	Blight	204 No Eagleville Rd CT ( 15.21.17)		Completed	Approved
11/21/2019	Blight	204 No Eagleville Rd CT ( 15.21.17)	11/21/19: While conducting code patrol, 2 vehicles were parked in unapproved areas and 2 citations were issued. While those vehicles were being ticketed, blight were seen throughout the property, which was photographed. KRP	Completed	Fail
11/18/2019	Blight	1656 STAFFORD RD STORRS, CT 06268 ( 1.11.5)	Blight has been removed.	Completed	Approved
11/08/2019	Blight	9 STORRS HGHTS RD STORRS, CT 06268 ( 16.62.37)		Completed	Approved
11/06/2019	Blight	9 STORRS HGHTS RD STORRS, CT 06268 ( 16.62.37)	11/6/19: While conducting overcrowding inspection, mattresses and garbage were seen on the property. Photos taken. KRP	Completed	Fail
11/04/2019	Blight	160 BIRCH RD STORRS, CT 06268 ( 8.19.7)	Blight has been removed.	Completed	Approved
10/28/2019	Blight	28 DALEVILLE RD STORRS, CT 06268 ( 3.9.4)	Violation has been removed. Spoke to identified himself as Colin, a tenant who stated they've had nuisances citation totaling over \$1000 and wouldn't be having any more parties. I explained to Colin that given the recent history of non-compliance at this house, any further blight found on property will go right to citations, \$90 each tenant; no warning.	Completed	Approved
10/28/2019	Blight	1656 STAFFORD RD STORRS, CT 06268 ( 1.11.5)	Multiple piles of trash and unregistered vehicles. Left notice for tenants.	Completed	Fail
10/28/2019	Blight	28 DALEVILLE RD STORRS, CT 06268 ( 3.9.4)	10/28/19: In plain view from the road blight was seen in the front yard of said house. Upon placing door hanger on side door, mattress(es) and area rug were seen on the garage and garbage on the driveway that is hidden from the road. No answer at doors. Photos taken. KRP	Completed	Fail
10/29/2019	Blight	160 BIRCH RD STORRS, CT 06268 ( 8.19.7)	Much has been picked up. Not complete at this time.	Completed	Fail
10/23/2019	Blight	160 BIRCH RD STORRS, CT 06268 ( 8.19.7)	accumulation of trash in the driveway. spoke with tenants.	Completed	Fail
10/29/2019	Blight	44 BIRCH RD STORRS, CT 06268 ( 8.20.8)	Trash has been removed.	Completed	Approved
10/22/2019	Blight	44 BIRCH RD STORRS, CT 06268 ( 8.20.8)	Trash and boxes in driveway. left warning	Completed	Fail
10/29/2019	Blight	447 MIDDLE TPKE STORRS, CT 06268 ( 8.14.23)	Trash has been removed.	Completed	Approved
10/22/2019	Blight	447 MIDDLE TPKE STORRS, CT 06268 ( 8.14.23)	Trash at the street. left warning	Completed	Fail
10/21/2019	Blight	113 SEPARATIST RD STORRS, CT 06268 ( 15.30.35)		Completed	Fail
10/22/2019	Blight	113 SEPARATIST RD STORRS, CT 06268 ( 15.30.35)	No blight issues present. Approved	Completed	Approved
10/16/2019	Blight	786 STORRS RD STORRS, CT 06268 ( 23.64.18)	Furniture has been removed. Approved	Completed	Approved

10/01/2019	Blight	786 STORRS RD STORRS, CT 06268 ( 23.64.18)	Spoke with a tenant regarding furniture on the front lawn. Explained that normal trash pick up will not take it and how to dispose of it. Tenant said it will be taken care of. Will follow up Monday 10/7.	Completed	Fail
10/02/2019	Blight	1775 STORRS RD STORRS, CT 06268 ( 8.15.4)	Blight (garbage) has been removed.	Completed	Approved
09/13/2019	Blight	316 HUNTING LODGE RD STORRS, CT 06268 ( 8.23.8)		Scheduled	Pending
09/12/2019	Blight	316 HUNTING LODGE RD STORRS, CT 06268 ( 8.23.8)		Completed	Fail
09/10/2019	Blight	18 Flaherty Rd Mansfield, CT 06268 ( 16.52.14)	Couch has been removed from front steps. Couch has been removed from front steps.	Completed	Approved
09/05/2019	Blight	18 Flaherty Rd Mansfield, CT 06268 ( 16.52.14)		Completed	Fail
09/06/2019	Blight	1608 STORRS RD STORRS, CT 06268 ( 9.24.10)	Trash has been removed.	Completed	Approved
09/05/2019	Blight	1608 STORRS RD STORRS, CT 06268 ( 9.24.10)	9/5/19: In plain view from Storrs Road blight, litter and garbage was in the right side of the house. Spoke with one tenant who said he would have it cleaned up. Photos taken. KRP	Completed	Fail
09/04/2019	Blight	611 Middle Tpke 5 B STORRS, CT 06268 ( 8.15.13)		Scheduled	Pending
09/04/2019	Blight	1568 STORRS RD STORRS, CT 06268 ( 9.24.4)	Trash and sofas have been removed.	Completed	Approved
08/30/2019	Blight	1568 STORRS RD STORRS, CT 06268 ( 9.24.4)		Completed	Fail
08/27/2019	Blight	1546 STORRS RD STORRS, CT 06268 ( 9.24.2)	Blight removed.	Completed	Approved
Total Records: 30					

Start Date	Type	Address	Comments	Status	Result
12/09/2019	Complaint	84 Baxter Rd D STORRS, CT 06268 ( 8.14.35)	ROE given by Sara Ventura. Tenant stated when flushing the toilet water backs-up into her bathtub. SV also stated that she spoke with tenant in Unit C who was experiencing the same issue, as well, flushing toilets in each unit results in waste backing up into respective bathtubs. Bathroom sink leaks when water is running. Kitchen sink drains slow. Gutter at entrance is over flowing with water. Water leaking from pipes directly below Unit D in the garage. Once properly repaired by licensed contractor, the contaminated area shall be thoroughly sanitized. Sewer pipe(s), located at opposite end of basement, under Units A and B, including but not limited to the pipe connecting to septic tank appear to have appear to have over flowed with sewage, as evidenced by the toilet paper and sludge like substance on the wall and floor, as well as the numerous condoms on the basement floor. Basement window shall be replaced. All hanging insulation, drywall or ceiling material shall be replaced and or repaired. All surfaces, including but not limited to ceilings, walls, floors, tenants property or any area contaminated with sewage shall be shall be thoroughly sanitized. Sewage backup and sanitation shall be completed in 24 hours of this inspection. All septic tanks associated with 84 Baxter shall be inspected and pumped clean, accordingly. Documentation of septic inspection required. Excluding the sewer backup and sanitation, you have 15 days from this inspection to repair violations and schedule an inspection.	Completed	Fail
12/02/2019	Complaint	114 So Eagleville Road 3 CT ( 16.32.6)	Resident complaining of odor/mold in bathroom. Musty odor present. Evidence of recent vanity and under sink plumbing repair. No evidence of active leak. Checked basement for any plumbing or drainage issues, none found. Advised tenant there was nothing present at this time to take enforcement action on. Referred to EHHO. Will leave case open for two weeks. Approved	Completed	Approved
12/02/2019	Complaint	27 Foster Dr 328F WILLIMANTIC, CT 06226 ( 38.102.1)	Outstanding violation with heat has been corrected, as well as kitchen drawer front and bathroom sink caulking. Closing the case. Approved	Completed	Approved
11/25/2019	Complaint	27 Foster Dr 328F WILLIMANTIC, CT 06226 ( 38.102.1)	Spoke with the tenant regarding complaint of no heat. Found operating space heater in living room. Temperature consistent throughout the unit. Unable to determine whether system is working properly or not. Advised tenant management would follow up and correct any issues.	Completed	Fail
11/19/2019	Complaint	135 HUNTING LODGE RD STORRS, CT 06268 ( 15.21.4)	Spoke with tenant. He had concerns regarding temperature of the house. Also said that the owner was on occasion sleepwalking and pounding on the doors at night. I advised him to speak with the State Police if he had safety concerns, and told him to check the states web page regarding landlord / tenant rights and responsibilities. [Nothing citable at this point. leaving case open for potential follow up.] No inspection performed. Inspection erroneously generated by MAGNET] Waiting to hear back from tenant. [Neither approved or failed. Failing just to remove inspection from IPAD.	Completed	Fail
10/29/2019	Complaint	12 RIVERVIEW RD MANSFIELD CENTER, CT 06250 ( 38.109.34)	Full and complete Inspector's Summary is on the Initial inspection. Only Life and Safety Violations are listed below. [Missing smoke detectors (as noted in Initial Inspector's Summary). 704.2] Furnace flue vent connector must be completely sealed as it connects at chimney. 603.1] Windows on first floor shall open, close and lock. 304.13] Functioning smoke detector shall be installed in ground floor bedroom, outside of said bedroom, and one smoke detector in upstairs bedroom in 24 hours from receipt of this Inspector's Summary. [Furnace flue vent connector shall be repaired by as soon as reasonably possible. [Ground floor winds shall be repaired as soon as reasonable possible	Completed	Fail
10/21/2019	Complaint	8B WHITE OAK CONDOMINIUMS STORRS, CT 06268 ( 27.55-8.8B)	Bedroom area with no smoke detection [Rental complaint] [Missing smoke detection] [Blocked egress] [Living area divided into bedroom area and living area	Completed	Fail
10/21/2019	Complaint	8B WHITE OAK CONDOMINIUMS STORRS, CT 06268 ( 27.55-8.8B)	Verbal right of entry from tenant Francis Hamblin. 704.2. No smoke detector in bedroom. 702.1. Illegal bedroom built in the living room. No secondary means of egress. Declared unsafe under CSBC section 116. Not to be used for sleeping. 704.2. Smoke detector in the common hallway is missing.	Completed	Fail

10/15/2019	Complaint	10 THOMPSON RD STORRS, CT 06268 ( 15.30.7)	Tenant states there are 4 total tenants living in this house. According to said tenant, next month 2 more tenants are expected to move into this house, per landlord. Additionally, one tenant moved out due to conflict with landlord and that tenant was replaced by another.  Owner: Xun Zhu 860-726-8336 Lin Zhu (Former tenant) 651-210-4187  Yi Liu gave RCE.	Completed	Fail
09/24/2019	Complaint	170 Spring Hill Rd C STORRS, CT 06268 ( 22.55.4)	Water is leaking from multiple areas around faucet (504.1). Ceiling and walls discolored (305.3)  Tenant reports bathroom ceiling has been discolored since November of 2018. Tenant also reports leaky bathtub faucet has been leaking since December 2018.  Roof photos.  Location. Tenant: Rosalopez772015@gmail.com  860 477-0754  KindTD@EHHD.ORG	Completed	Fail
09/24/2019	Complaint	727 MANSFIELD CITY RD MANSFIELD CENTER, CT 06250 ( 27.56.7)	No violations found. Approved	Completed	Approved
09/24/2019	Complaint	676 MANSFIELD CITY RD MANSFIELD CENTER, CT 06250 ( 27.55.4)	No violations found. Approved	Completed	Approved
09/23/2019	Complaint	727 MANSFIELD CITY RD MANSFIELD CENTER, CT 06250 ( 27.56.7)	Complaint regarding excessive vehicles and party over the weekend. No violations visible from the street.	Completed	Approved
09/23/2019	Complaint	676 MANSFIELD CITY RD MANSFIELD CENTER, CT 06250 ( 27.55.4)	Complaint regarding excessive vehicles and party over the weekend. Long driveway with "NO TRESPASSING" sign. No visible violations from the street.	Completed	Approved
09/17/2019	Complaint	5 Muntain Rd MANSFIELD CENTER CT 06250 ( 34.97.51)	Tenant came outside; stated he is a UConn student and residing at the house is the owner and 3 renters.	Completed	Fail
09/17/2019	Complaint	264 M Hope Rd 9 MANSFIELD CENTER, CT 06250 ( 12.51.2)	Evidence of water infiltration.  Maintenance has cleaned plugged exterior drain.  Maintenance dried carpet. Provided dehumidifier and fan.  Moisture levels between 15 and 21.  No action to be taken at this time.	Completed	Approved
09/13/2019	Complaint	65 LYNWOOD RD STORRS, CT 06268 ( 15.30.66)	No violations found.	Completed	Approved
09/12/2019	Complaint	5 Muntain Rd MANSFIELD CENTER CT 06250 ( 34.97.51)	Owner occupied.  Overcrowding complaint. Photos taken @-710. No violations found.  Photos uploaded manually to MAGNET.	Completed	Approved
09/12/2019	Complaint	78 LYNWOOD RD STORRS, CT 06268 ( 15.30.86)	Overcrowding complaint. Photos taken @-0735. No violations found.	Completed	Approved
09/12/2019	Complaint	16 MOUNTAIN RD MANSFIELD CENTER, CT 06250 ( 29.97.9)	Overcrowding complaint. Photos taken @-0715. No violations found.	Completed	Approved
09/12/2019	Complaint	65 LYNWOOD RD STORRS, CT 06268 ( 15.30.66)	Overcrowding complaint. Photos taken @-0735. No violations found.	Completed	Approved
09/06/2019	Complaint	10 CHARLES LA STORRS, CT 06268 ( 11.47.8)	Overcrowding inspection  No violations  Two cars in driveway	Completed	Approved
09/05/2019	Complaint	78 BIRCHWOOD HGHTS RD STORRS, CT 06268 ( 22.57.11)	Three cars parked on property.	Completed	Approved
09/04/2019	Complaint	78 BIRCHWOOD HGHTS RD STORRS, CT 06268 ( 22.57.11)	Only two vehicles on property, one leaving. Garage door open and empty.	Completed	Approved
08/29/2019	Complaint	10 CHARLES LA STORRS, CT 06268 ( 11.47.8)	After photographing I drove to 132 Loraine to potentially meet with complaint, Ted Gwicki (860-428-0006) who was in his garage. TG's stated he saw 6 cars on the property. TG and his wife are concerned that house is a rental, the owner is out of the area (Seymour, CT) and that could be down the property value of the neighborhood. I explained that after visiting 10 Charles Lane 3 consecutive days, at this time, other than a car parked on the grass, which a warning of violation was left at the house, there are no violations at this time.  Photos taken at @0800.	Completed	Approved
08/29/2019	Complaint	78 BIRCHWOOD HGHTS RD STORRS, CT 06268 ( 22.57.11)	Photos taken @ 0735 4 cars.	Completed	Approved

08/29/2019	Complaint	12A ANTON RD STORRS, CT 06268 ( 1.3-2.12A)	Spoke with a tenant and asked for contact information for property owner. Tenant stated that 3 tenants live there and owner is Jing Zhang, 860-771-8008. Tenant did not have address. Will follow up with the assessors office.	Completed	Approved
08/28/2019	Complaint	10 CHARLES LA STORRS, CT 06268 ( 11.47.8)	Returned to property @10:00 to leave warning. Photos taken @0710. Second day cars not parked according to parking plan and (one) parked on grass.	Completed	Fail
08/28/2019	Complaint	22 BUCKINGHAM RD MANSFIELD CENTER, CT 06250 ( 36.85.6)	Nissan parked across street at 17 BUCKINGHAM, secondary driveway. House was previously a rental. 5 cars parked in driveway.	Completed	Approved
08/28/2019	Complaint	78 BIRCHWOOD HGHTS RD STORRS, CT 06268 ( 22.57.11)	Photos taken 0755. 5 cars. Parking plan allows for 4 tenants and 2 visitor. Second day this week (8/26/19, 1 car leaving, 4 parked, see word doc) with 5 cars.	Completed	Fail
08/27/2019	Complaint	78 BIRCHWOOD HGHTS RD STORRS, CT 06268 ( 22.57.11)	8/27/19: Arriving at ~0715 there were 4 vehicles parked on the premises. The garage door was closed; photos taken. KRP	Completed	Approved
08/27/2019	Complaint	22 BUCKINGHAM RD MANSFIELD CENTER, CT 06250 ( 36.85.6)	Three vehicles parked in driveway and two on the street that maybe connected to said property. Parking plan is approved for five, vehicles, which now may not be possible after viewing photos, likely only four will fit. Possible overcrowding.	Completed	Fail
08/27/2019	Complaint	10 CHARLES LA STORRS, CT 06268 ( 11.47.8)	Photos take at 0810. Cars not parked according to parking plan.	Completed	Fail
08/27/2019	Complaint	78 BIRCHWOOD HGHTS RD STORRS, CT 06268 ( 22.57.11)	8/26/19: Upon arrival (~0733) one car, sedan type was seen leaving the premises with two visible occupants. Four parked cars were photographed. Per parking plan up to six vehicles are allowed but only 4 tenets with two visitors. Failed.	Completed	Fail
08/28/2019	Complaint	1614 STORRS RD STORRS, CT 06268 ( 9.24.11)	Discharge pump for basement sink washing machine. 504.1. Discharge pump is causing sink traps to drain. Subsequently, sewer gasses are entering the house. S traps under sinks. This must be corrected by a licensed plumber. You have 15 days from the date of this inspection to correct this violation and schedule a reinspection.	Completed	Fail
Total Records: 35					

Start Date	Type	Address	Comments	Status	Result
12/16/2019	Property Verify	70 KAYALASTORRS, CT 06268 ( 30.119.1-5B)	Property appears to be occupied. No answer at door. Unable to verify.	Completed	Fail
12/16/2019	Property Verify	48 LIBERTY DR MANSFIELD CENTER, CT 06250 ( 38.98-9.48)	Confirmed unit is not a rental property. Spoke with owners Mr and Mrs Cariglia. They believe unit next door #47 may be overcrowded. They stated there have not been any problems. Approved	Completed	Approved
12/03/2019	Property Verify	11 MEADOWOOD RD STORRS, CT 06268 ( 15.22.4)	After speaking to someone who I identified as a tenant, it appears this house is not owner occupied.	Completed	Fail
10/28/2019	Property Verify	293 GURLEYVILLE RD A STORRS, CT 06268 ( 10.42.6)		Scheduled	Pending
10/09/2019	Property Verify	37 LIBERTY DR MANSFIELD CENTER, CT 06250 ( 38.98-9.37)	Listed for sale. Appears vacant.	Completed	Approved
09/20/2019	Property Verify	33 SHADY LASTORRS, CT 06268 ( 20.26.7)	Property appears vacant. Grass is longer than 12 inches in several places on property.	Completed	Fail
09/18/2019	Property Verify	89 SEPARATIST RD STORRS, CT 06268 ( 15.30.74)	Left card to call. Appears occupied.	Completed	Fail
09/18/2019	Property Verify	521 STORRS RD MANSFIELD CENTER, CT 06250 ( 29.96.9)	Appears to be vacant.	Completed	Approved
09/09/2019	Property Verify	34 PLEASANT VALLEY RD MANSFIELD CENTER, CT 06250 ( 36.92.5)	Property appears vacant. No visible furnishings. Grass has been recently cut. Foreclosed.	Completed	Approved
09/05/2019	Property Verify	127 SEPARATIST RD STORRS, CT 06268 ( 15.30.34)		Completed	Approved
08/30/2019	Property Verify	1621 STORRS RD B STORRS, CT 06268 ( 9.23.8)	Appears occupied.	Completed	Approved
08/30/2019	Property Verify	1621 STORRS RD A STORRS, CT 06268 ( 9.23.8)	Appears occupied.	Completed	Approved
Total Records: 12					

Start Date	Type	Address	Comments	Status	Result
12/24/2019	Parking Site	11 MEADOWOOD RD STORRS, CT 06268 ( 15.22.4)	Parking site ok	Completed	Approved
12/16/2019	Parking Site	49 KAYALA STORRS, CT 06268 ( 30.119.1-2A)	Plan ok.	Completed	Approved
12/09/2019	Parking Site	132 MEADOWBROOK LA MANSFIELD CENTER, CT 06250 ( 38.100.18)	Parking site consistent with plan submitted. Approved	Completed	Approved
11/26/2019	Parking Site	6 SUMNER DR STORRS, CT 06268 ( 2.6.6)	Parking plan consistent with plan submitted. Approved	Completed	Approved
11/26/2019	Parking Site	123 FERN RD STORRS, CT 06268 ( 26.77.3-6)	Parking site consistent with plan submitted. Approved	Completed	Approved
11/22/2019	Parking Designation	6 WESTGATE LA STORRS, CT 06268 ( 8.19.34)	on lawn. citation issued.	Completed	Fail
11/22/2019	Parking Designation	67 HILLYNDALE RD STORRS, CT 06268 ( 15.30.22)	on lawn. citation issued	Completed	Fail
11/20/2019	Parking Designation	22 CEDAR SWAMP RD STORRS, CT 06268 ( 8.15.28)	on lawn citation issued	Completed	Fail
11/20/2019	Parking Designation	22 BAXTER RD STORRS, CT 06268 ( 8.14.28)	on Lawn citation issued.	Completed	Fail
11/14/2019	Parking Designation	1546 STORRS RD STORRS, CT 06268 ( 9.24.2)	On lawn. citation issued.	Completed	Fail
11/14/2019	Parking Designation	81 HUNTING LODGE RD STORRS, CT 06268 ( 15.21.13)	Parked per plan.	Completed	Approved
11/14/2019	Parking Designation	81 HUNTING LODGE RD STORRS, CT 06268 ( 15.21.13)	9 cars parked in the driveway. only allowed 6. Verbal warning to tenant.	Completed	Fail
11/14/2019	Parking Designation	290 SO EAGLEVILLE RD CT ( 15.30.99A)	Car on lawn. Verbal warning to tenant.	Completed	Fail
11/14/2019	Parking Designation	144 SEPARATIST RD STORRS, CT 06268 ( 15.32.11-1)	Car on lawn. Verbal warning to tenant.	Completed	Fail
11/13/2019	Parking Designation	219 NO EAGLEVILLE RD CT ( 15.31.2-4)	car on lawn. citation issued.	Completed	Fail
11/07/2019	Parking Site	10 THOMPSON RD STORRS, CT 06268 ( 15.30.7)	Site parking approved	Completed	Approved
11/07/2019	Parking Site	12 RIVERVIEW RD MANSFIELD CENTER, CT 06250 ( 38.109.34)	Site parking approved	Completed	Approved
11/04/2019	Parking Designation	61 MEADOWOOD RD STORRS, CT 06268 ( 15.22.8)	on lawn. citation issued.	Completed	Fail
10/29/2019	Parking Designation	240 HUNTING LODGE RD STORRS, CT 06268 ( 8.23.13)	on lawn. citation issued	Completed	Fail
10/29/2019	Parking Designation	115 HUNTING LODGE RD STORRS, CT 06268 ( 15.21.7)	on lawn, citation issued.	Completed	Fail
10/29/2019	Parking Designation	105 HUNTING LODGE RD STORRS, CT 06268 ( 15.21.9)	on lawn. citation issued	Completed	Fail
10/29/2019	Parking Designation	1917 Storrs Rd A STORRS, CT 06268 ( 8.14.4)	on lawn. citation issued	Completed	Fail
10/29/2019	Parking Designation	137 HILLYNDALE RD STORRS, CT 06268 ( 15.30.13)	on lawn. citation issued	Completed	Fail
10/29/2019	Parking Designation	67 HILLYNDALE RD STORRS, CT 06268 ( 15.30.22)	Car on lawn. Citation issued.	Completed	Fail
10/23/2019	Parking Designation	67 HILLYNDALE RD STORRS, CT 06268 ( 15.30.22)	Spoke with tenant and was assured that the car would be removed from the lawn by the end of the day. Follow up scheduled for 10/29/19.	Completed	Fail
10/23/2019	Parking Designation	28 DALEVILLE RD STORRS, CT 06268 ( 3.9.4)	car on lawn. citation issued.	Completed	Fail

10/29/2019	Parking Designation	21 BAXTER RD STORRS, CT 06268 ( 8.13.16)	Parked per plan.	Completed	Approved
10/22/2019	Parking Designation	21 BAXTER RD STORRS, CT 06268 ( 8.13.16)	Car on lawn. Spoke with tenant. no citation issued.	Completed	Fail
10/22/2019	Parking Site	31 CEDAR SWAMP RD STORRS, CT 06268 ( 8.14.17)	Parking site good.	Completed	Approved
10/21/2019	Parking Designation	113 SEPARATIST RD STORRS, CT 06268 ( 15.30.35)		Completed	Fail
10/22/2019	Parking Designation	113 SEPARATIST RD STORRS, CT 06268 ( 15.30.35)	Two vehicles parked properly at the location. Approved	Completed	Approved
10/21/2019	Parking Designation	34 HUNTING LODGE RD STORRS, CT 06268 ( 15.32.6)	Approved.	Completed	Approved
10/17/2019	Parking Designation	34 HUNTING LODGE RD STORRS, CT 06268 ( 15.32.6)	No violations found.	Completed	Approved
10/16/2019	Parking Designation	28 HUNTING LODGE RD STORRS, CT 06268 ( 15.32.7)	Five vehicles at the location all parked properly. Four in the driveway and one in the garage. Approved	Completed	Approved
10/15/2019	Parking Designation	28 HUNTING LODGE RD STORRS, CT 06268 ( 15.32.7)	CT OATKU2 CT 789 ZGC Issued citations to two vehicles not parked per plan. Seven vehicles at the location. Also started overcrowding case.	Completed	Fail
10/16/2019	Parking Designation	34 HUNTING LODGE RD STORRS, CT 06268 ( 15.32.6)	CT OAK RN4 CT AV64693 CT AS 10107 Issued citations to three vehicles in driveway not parked per plan. NOTE did not issue citation to white Honda CT 317 RXM due to it still having citation on vehicle from inspection on 10/15.	Completed	Fail
10/15/2019	Parking Designation	34 HUNTING LODGE RD STORRS, CT 06268 ( 15.32.6)	CT 317 RXM Issued citation to white Honda not parked per plan.	Completed	Fail
10/10/2019	Parking Designation	28 HUNTING LODGE RD STORRS, CT 06268 ( 15.32.7)	two cars on lawn. one citation issued. other car was moved by the tenant prior to the issuance of second citation.	Completed	Fail
10/09/2019	Parking Designation	113 SEPARATIST RD STORRS, CT 06268 ( 15.30.35)	Car on lawn. citation issued.	Completed	Fail
09/26/2019	Parking Designation	34 HUNTING LODGE RD STORRS, CT 06268 ( 15.32.6)	No violations found.	Completed	Approved
09/24/2019	Parking Designation	34 HUNTING LODGE RD STORRS, CT 06268 ( 15.32.6)	Issued citation to white Hyundai for not parking per approved parking plan on file.	Completed	Fail
09/24/2019	Parking Designation	786 STORRS RD STORRS, CT 06268 ( 23.64.18)	Issued citation to black Porsche Cayenne for being parked on the lawn.	Completed	Fail
09/24/2019	Parking Designation	11 WESTWOOD RD STORRS, CT 06268 ( 16.32.12)	Car in street. No action required.	Completed	Approved
09/23/2019	Parking Designation	11 WESTWOOD RD STORRS, CT 06268 ( 16.32.12)	car on lawn. issued warning	Completed	Fail
09/19/2019	Parking Designation	513 STAFFORD RD MANSFIELD CENTER, CT 06250 ( 26.76.5)	Photo taken at 0735; no violations found.	Completed	Approved
09/18/2019	Parking Designation	513 STAFFORD RD MANSFIELD CENTER, CT 06250 ( 26.76.5)	Spoke with tenant who came outside. Left One warning to park according plan (not on grass). Parking plan is for 4 tenants and 2 guest. Potential overcrowding.	Completed	Fail
09/17/2019	Parking Designation	211 SEPARATIST RD STORRS, CT 06268 ( 15.29.17)	one car in right of way/ not per plan. citation issued.	Completed	Fail

09/17/2019	Parking Designation	28 HUNTING LODGE RD STORRS, CT 06268 ( 15.32.7)	two cars on lawn. citations issued.	Completed	Fail
09/17/2019	Parking Designation	29 BIRCHWOOD HGHTS RD STORRS, CT 06268 ( 22.59.43)		Completed	Approved
09/16/2019	Parking Designation	29 BIRCHWOOD HGHTS RD STORRS, CT 06268 ( 22.59.43)	2 vehicles on lawn. citations issued.	Completed	Fail
09/16/2019	Parking Designation	22 HUNTING LODGE RD STORRS, CT 06268 ( 15.32.8)	2 vehicles on lawn. citations issued	Completed	Fail
09/16/2019	Parking Designation	295 HUNTING LODGE RD STORRS, CT 06268 ( 8.21.1-2)	2 cars on lawn. citations issued	Completed	Fail
09/16/2019	Parking Designation	9 STORRS HGHTS RD STORRS, CT 06268 ( 16.62.37)	car on lawn. citation issued	Completed	Fail
09/16/2019	Parking Designation	1 Eastwood Rd A STORRS, CT 06268 ( 16.35.11)	CAR ON LAWN. WRONG ADDRESS ON CITATION. SEE PHOTO.	Completed	Fail
09/16/2019	Parking Designation	29 BIRCHWOOD HGHTS RD STORRS, CT 06268 ( 22.59.43)	9/16/19: Three vehicles on grass. One warning left at door to house. Photos taken. KRP	Completed	Fail
09/13/2019	Parking Site	23 HUNTING LODGE RD STORRS, CT 06268 ( 15.31.7)	Parking plan is approved for 4 tenants and 1 visitor. Second consecutive day of more than 4 vehicles; potential overcrowding.	Completed	Fail
09/13/2019	Parking Designation	3 HILLYNDALE RD STORRS, CT 06268 ( 15.30.31-2)	Parking approved.	Completed	Approved
09/13/2019	Parking Site	76 HANKS HILL RD STORRS, CT 06268 ( 16.62.68)	Parking site approved	Completed	Approved
09/12/2019	Parking Designation	3 HILLYNDALE RD STORRS, CT 06268 ( 15.30.31-2)		Completed	Fail
09/10/2019	Parking Designation	10 CHARLES LA STORRS, CT 06268 ( 11.47.8)	Two cars in driveway	Completed	Approved
09/09/2019	Parking Designation	890 STAFFORD RD STORRS, CT 06268 ( 20.55.7)	Tenants came out to talk. Expressed concerns with having guests over. They were told to follow their parking plan. And guest parking at least 3 days in a row constitutes overcrowding. Violations of parking plan - parking on grass can result in a \$90.00 citation. Tenants came out to talk. Expressed concerns with having guests over. They were told to follow their parking plan. And guest parking at least 3 days in a row constitutes overcrowding. Violations of parking plan - parking on grass can result in a \$90.00 citation. Tenants came out to talk. Expressed concerns with having guests over. They were told to follow their parking plan. And guest parking at least 3 days in a row constitutes overcrowding. Violations of parking plan - parking on grass can result in a \$90.00 citation.	Completed	Fail
09/09/2019	Parking Designation	47 MEADOWOOD RD STORRS, CT 06268 ( 15.22.7)	Parked per plan	Completed	Approved
09/06/2019	Parking Designation	295 HUNTING LODGE RD STORRS, CT 06268 ( 8.21.1-2)	one car on lawn. citation issued, glitch with handheld. photo taken with ipad	Completed	Fail
09/06/2019	Parking Designation	47 MEADOWOOD RD STORRS, CT 06268 ( 15.22.7)	car on lawn. citation issued	Completed	Fail
09/09/2019	Parking Designation	28 DALEVILLE RD STORRS, CT 06268 ( 3.9.4)	Two cars parked per plan	Completed	Approved
09/06/2019	Parking Designation	1608 STORRS RD STORRS, CT 06268 ( 9.24.10)	car on lawn. citation issued	Completed	Fail

09/06/2019	Parking Designation	940 STORRS RD STORRS, CT 06268 ( 23.63.14)	2 cars on lawn. citations issued.	Completed	Fail
09/09/2019	Parking Site	29 Birchwood Hghts Rd STORRS CT 06268 ( 22.59.43)	Photos taken ~1505.	Completed	Approved
09/09/2019	Parking Site	78 BIRCHWOOD HGHTS RD STORRS, CT 06268 ( 22.57.11)	Photos taken ~1510.	Completed	Approved
09/06/2019	Parking Designation	28 DALEVILLE RD STORRS, CT 06268 ( 3.9.4)	One citation issued to car on lawn.	Completed	Fail
09/05/2019	Parking Designation	47 MEADOWOOD RD STORRS, CT 06268 ( 15.22.7)		Completed	Approved
09/05/2019	Parking Site	28 DALEVILLE RD STORRS, CT 06268 ( 3.9.4)	No violations found.	Completed	Approved
09/04/2019	Parking Site	10 EAGLE CT STORRS, CT 06268 ( 20.54.7)	Parking area improvements approved	Completed	Approved
09/04/2019	Parking Site	47 MEADOWOOD RD STORRS, CT 06268 ( 15.22.7)	Car parked on grass. One warning left, one day to comply.	Completed	Fail
09/04/2019	Parking Site	47 MEADOWOOD RD STORRS, CT 06268 ( 15.22.7)		Scheduled	Pending
09/03/2019	Parking Site	47 MEADOWOOD RD STORRS, CT 06268 ( 15.22.7)	9/3/19: One vehicle parked on grass ( not according to parking plan). One warning of violation left with 2 days to comply. Photos taken. KRP	Completed	Fail
09/04/2019	Parking Site	28 DALEVILLE RD STORRS, CT 06268 ( 3.9.4)	Photos taken 10:40. 4 cars on property, two parked in visitor spaces and one of those on the grass.	Completed	Fail
09/04/2019	Parking Site	890 STAFFORD RD STORRS, CT 06268 ( 20.55.7)		Completed	Approved
09/03/2019	Parking Designation	890 STAFFORD RD STORRS, CT 06268 ( 20.55.7)	One car not parked according parking plan; on grass. One warning of violation left on car.	Completed	Fail
08/30/2019	Parking Designation	890 STAFFORD RD STORRS, CT 06268 ( 20.55.7)		Completed	Fail
09/03/2019	Parking Designation	28 DALEVILLE RD STORRS, CT 06268 ( 3.9.4)	Photos taken at 0830. Two cars parked in visitor spaces. Photo of vehicle tracks leading to back of house.	Completed	Approved
08/30/2019	Parking Site	28 DALEVILLE RD STORRS, CT 06268 ( 3.9.4)	Photos taken @ 0840 5 cars on property for second consecutive day.	Completed	Fail
08/29/2019	Parking Site	28 DALEVILLE RD STORRS, CT 06268 ( 3.9.4)	8/29/19: Cars not parked according to parking plan-one on grass. Photos taken. KRP/8/29/19: Cars not parked according to parking plan-one on grass. Photos taken. KRP	Completed	Fail
08/27/2019	Parking Site	28 HUNTING LODGE RD STORRS, CT 06268 ( 15.32.7)	Parking site consistent with plan submitted. Approved	Completed	Approved
Total Records: 84					

Start Date	Type	Address	Comments	Status	Result
12/02/2019	Overcrowding Inspection	96 SAWMILL BROOK LAMANSFIELD CENTER, CT 06250 ( 34.97.100)	Three (3) tenants are authorized, but it is unknown at this time if this is a "family," pursuant to Zoning Regulations. Upon inspection of this property, I spoke to a tenant who was clean snow of a vehicle. When asked multiple times "how many adults (age 18) live at this house?" Said tenant stated four (4) every time and one baby. Tenant explained the vehicles, excluding the one she was removing snow from, (box truck, Hummer, pickup truck with trailer attached, on the lawn and one other vehicle parked next to her's) all belong to the owner, who has a landscaping / home remodeling business. Said tenant stated that the employees of this business park their personal vehicles on the property as well, which she said would explain the complaint of "too many vehicles on the property." At this time there is no contractor license with the Dept. Of Consumer Protection and no Home Occupation Permit on file.	Completed	Fail
11/22/2019	Overcrowding Inspection	14 Westwood Rd STORRS CT 06268 ( 16.35.4)	3 cars parked per plan. AT 87179 3rd day 2RV781. 3rd day 822WB1. 3rd day Unregistered moped. Not enough continuity in vehicles to cite for overcrowding. Closing case.	Completed	Approved
11/21/2019	Overcrowding Inspection	14 WESTWOOD RD STORRS, CT 06268 ( 16.35.4)	Cars parked per plan. CT AS66285. CT AT85179. 2nd day MA 2RV718. 2nd day NY JAM7286. 2nd day MA 822WB1. 2nd day Blurry picture that should show an unregistered moped.	Completed	Approved
11/20/2019	Overcrowding Inspection	14 WESTWOOD RD STORRS, CT 06268 ( 16.35.4)	Unregistered moped. CT 436RCS CT T85179 MA2RV 718 NY JAM7286 MA 822WB1. Parked per plan	Completed	Approved
11/07/2019	Overcrowding Inspection	9 STORRS HGHTS RD STORRS, CT 06268 ( 16.62.37)		Completed	Approved
11/06/2019	Overcrowding Inspection	9 STORRS HGHTS RD STORRS, CT 06268 ( 16.62.37)	11/6/19: While on code patrol, 6 vehicles were photographed on the property. Parking plan is 3 tenants only. KRP	Completed	Fail
11/07/2019	Overcrowding Inspection	1002 STAFFORD RD STORRS, CT 06268 ( 14.28.1)	4 vehicles.	Completed	Approved
11/06/2019	Overcrowding Inspection	1002 STAFFORD RD STORRS, CT 06268 ( 14.28.1)	5 vehicles on property. Parking plan 4 tenants & 1 visitor. FAIL. 5th inspection: 3 fails; (10/31, 11/1, 11/6) 2 approved (11/4, 11/5).	Completed	Fail
11/04/2019	Overcrowding Inspection	78 BIRCHWOOD HGHTS RD STORRS, CT 06268 ( 22.57.11)	No violations.	Completed	Approved
11/05/2019	Overcrowding Inspection	1002 STAFFORD RD STORRS, CT 06268 ( 14.28.1)	Four vehicles parked properly at the location. Approved	Completed	Approved
11/05/2019	Overcrowding Inspection	113 SEPARATIST RD STORRS, CT 06268 ( 15.30.35)	Four vehicles parked properly at the location. Approved	Completed	Approved
11/04/2019	Overcrowding Inspection	1002 STAFFORD RD STORRS, CT 06268 ( 14.28.1)	4 vehicles parked according to parking plan.	Completed	Approved
11/04/2019	Overcrowding Inspection	113 SEPARATIST RD STORRS, CT 06268 ( 15.30.35)	3 vehicles parked according to parking plan; garage door closed.	Completed	Approved
11/05/2019	Overcrowding Inspection	28 HUNTING LODGE RD STORRS, CT 06268 ( 15.32.7)	Confirmed presence of three tenants. Approved	Completed	Approved
11/01/2019	Overcrowding Inspection	1002 STAFFORD RD STORRS, CT 06268 ( 14.28.1)	One vehicle ticketed on grass "circled" in photos. 7 vehicles on property. One vehicle ticketed on grass "circled" in photos. 7 vehicles on property. One vehicle ticketed on grass "circled" in photos. 7 vehicles on property.	Completed	Fail

10/31/2019	Overcrowding Inspection	1002 STAFFORD RD STORRS, CT 06268 ( 14.28.1)	10/31/19: At 06:57 6 vehicles were seen at the property. Upon photographed inspection 5 vehicles were present. Parking plan 4 tenants and 1 guest. KRP	Completed	Fail
11/01/2019	Overcrowding Inspection	113 SEPARATIST RD STORRS, CT 06268 ( 15.30.35)	Garage door closed. 3 vehides parked in the driveway, no violations found. KRP	Completed	Approved
10/31/2019	Overcrowding Inspection	113 SEPARATIST RD STORRS, CT 06268 ( 15.30.35)	10/31/19: While on code patrol 5 vehicles were photographed on the property, with the garage door open and two inside. Parking plan is 4 tenants and 1 guest. KRP	Completed	Fail
11/01/2019	Overcrowding Inspection	14 WESTWOOD RD STORRS, CT 06268 ( 16.35.4)	11/1/19: Technical difficulties with MAGNET inspections on 10/31 and 11/1 approved. Case closed. KRP	Completed	Approved
10/31/2019	Overcrowding Inspection	14 WESTWOOD RD STORRS, CT 06268 ( 16.35.4)	No violations found. No violations found. No violations found. November 1, 2019 @0709	Completed	Approved
10/28/2019	Overcrowding Inspection	78 BIRCHWOOD HGHTS RD STORRS, CT 06268 ( 22.57.11)	Three vehicles on property. Overcrowding not suspected at this time.	Completed	Approved
10/25/2019	Overcrowding Inspection	78 BIRCHWOOD HGHTS RD STORRS, CT 06268 ( 22.57.11)	10/25/19: Issued one parking citation to vehicle close to the road but completely on the grass of property. A total of 6 cars were on the property. Parking plan is for for tenants and NO visitors. Overcrowding suspected. Photographs taken. KRP.	Completed	Fail
10/28/2019	Overcrowding Inspection	14 WESTWOOD RD STORRS, CT 06268 ( 16.35.4)	Four vehicles parked on in driveway. No violations.	Completed	Approved
10/28/2019	Overcrowding Inspection	34 HUNTING LODGE RD STORRS, CT 06268 ( 15.32.6)	Confirmed presence of four tenants. Approved	Completed	Approved
10/25/2019	Overcrowding Inspection	113 SEPARATIST RD STORRS, CT 06268 ( 15.30.35)	One parking citation issued to Honda Accord (circled in photo) not parked according to parking plan. That area is designated as turnaround. Garage door closed. Overcrowding not suspected for this inspection. Parking designation case -fail.	Completed	Approved
10/24/2019	Overcrowding Inspection	113 SEPARATIST RD STORRS, CT 06268 ( 15.30.35)	10/24/19: In plain sight from the road 5 vehicles were photographed on the property, 2 in the garage and 3 parked perpendicular to the road. This is a new case, but same overcrowding from 10/21 (dosed 10/22). Parking plan is 4 tenants and 1 visitor. KIRP	Completed	Fail
10/28/2019	Overcrowding Inspection	219 MAPLE RD STORRS, CT 06268 ( 22.55.1)	Sleven Chen Mchael Tuite Ethan Harvey Spoke with tenants regarding occupancy regulations. Walk through indicates three beds.	Completed	Approved
10/21/2019	Overcrowding Inspection	113 SEPARATIST RD STORRS, CT 06268 ( 15.30.35)		Completed	Fail
10/22/2019	Overcrowding Inspection	113 SEPARATIST RD STORRS, CT 06268 ( 15.30.35)	Two vehicles at the location with garage door closed. Approved	Completed	Approved
10/21/2019	Overcrowding Inspection	34 HUNTING LODGE RD STORRS, CT 06268 ( 15.32.6)	5 cars. Parking plan is 4 and 1.	Completed	Fail
10/21/2019	Overcrowding Inspection	28 HUNTING LODGE RD STORRS, CT 06268 ( 15.32.7)	2 vehicles in garage seen in plain view from drivewaywhile photographing moped on front lawn. See photos.	Completed	Fail
10/17/2019	Overcrowding Inspection	23 HUNTING LODGE RD STORRS, CT 06268 ( 15.31.7)	While conducting overcrowding inspections across the street, I noticed 6 vehicles parked in the driveway. While initiating a parking citation a tenant came out to his car. I explained to tenant the property was overcrowded, so any cars over the authorized amount or parked on the property not according to their parking plan will be ticketed. Said tenant told me he learned yesterday that the house was overcrowded. No parking citations were issued. KRP New overcrowding case open. KRP	Completed	Fail

10/17/2019	Overcrowding Inspection	34 HUNTING LODGE RD STORRS, CT 06268 ( 15.32.6)	Five vehicles; potential overcrowding.	Completed	Fail
10/17/2019	Overcrowding Inspection	28 HUNTING LODGE RD STORRS, CT 06268 ( 15.32.7)	Five vehicles; potential overcrowding.	Completed	Fail
10/16/2019	Overcrowding Inspection	28 HUNTING LODGE RD STORRS, CT 06268 ( 15.32.7)	This property is approved for three tenants. Five vehicles at the location. One SUV type vehicle in garage unable to identify. Second failed inspection. CT AG 93536 CT AV 30803 CT 588 TPJ CT OAT KU2	Completed	Fail
10/15/2019	Overcrowding Inspection	28 HUNTING LODGE RD STORRS, CT 06268 ( 15.32.7)	While on patrol, came upon seven vehicles at the location. Issued citations to two vehicles. No photos taken. First failed inspection.	Completed	Fail
10/15/2019	Overcrowding Inspection	34 HUNTING LODGE RD STORRS, CT 06268 ( 15.32.6)	This property is approved for four tenants. Five vehicles at the location. Issued citation to white Honda for not being parked per plan.	Completed	Fail
10/16/2019	Overcrowding Inspection	34 HUNTING LODGE RD STORRS, CT 06268 ( 15.32.6)	This property is approved for four tenants. Eight vehicles at the location. First failed inspection. CT 6ABAP4 CT 911 ZFH CT 849 GTP CT OAK RN4 CT AV/64693 CT AS 10107 CT 317 RXMMA 7NJ 817	Completed	Fail
10/16/2019	Overcrowding Inspection	219 MAPLE RD STORRS, CT 06268 ( 22.55.1)	This property is approved for three tenants. Four vehicles at the location. Same four vehicles for three inspections. Third failed inspection. Owner to be sent letter. CT 963 ZEE CT AL 49075 VT HGE 700 SC RWW 752	Completed	Fail
10/15/2019	Overcrowding Inspection	219 MAPLE RD STORRS, CT 06268 ( 22.55.1)	This property is approved for three tenants. Four vehicles parked property at the location. All same vehicles as first inspection. Second failed inspection. VT HGE 700 CT 963 ZEE CT AL 49075 SC RWW 752	Completed	Fail
10/09/2019	Overcrowding Inspection	219 MAPLE RD STORRS, CT 06268 ( 22.55.1)	This property is approved for three tenants. Five vehicles at the location parked per plan on file. First failed inspection. VT HGE 700 VT HHL 769 CT 963 ZEE CT AL 49075 SC RWW 752	Completed	Fail
10/03/2019	Overcrowding Inspection	1002 STAFFORD RD STORRS, CT 06268 ( 14.28.1)		Completed	Fail
09/26/2019	Overcrowding Inspection	16 MOUNTAIN RD MANSFIELD CENTER, CT 06250 ( 29.97.9)	Spoke with owner and tenants. Reviewed definitions regarding occupancy, parking, and guests. Walked through to verify bed count.	Completed	Approved
09/26/2019	Overcrowding Inspection	34 HUNTING LODGE RD STORRS, CT 06268 ( 15.32.6)	No violations found.	Completed	Approved
09/25/2019	Overcrowding Inspection	34 HUNTING LODGE RD STORRS, CT 06268 ( 15.32.6)	Four vehicles parked according to parking plan.	Completed	Approved
09/19/2019	Overcrowding Inspection	18 WESTWOOD RD STORRS, CT 06268 ( 16.35.2)	Photos taken at 0710; no violations found.	Completed	Approved
09/19/2019	Overcrowding Inspection	14 WESTWOOD RD STORRS, CT 06268 ( 16.35.4)	Photos taken at 0708; no violations found.	Completed	Approved
09/19/2019	Overcrowding Inspection	513 STAFFORD RD MANSFIELD CENTER, CT 06250 ( 26.76.5)	0735 Photos taken at 0735; no violations found.	Completed	Approved
09/18/2019	Overcrowding Inspection	513 STAFFORD RD MANSFIELD CENTER, CT 06250 ( 26.76.5)		Completed	Fail
09/18/2019	Overcrowding Inspection	18 WESTWOOD RD STORRS, CT 06268 ( 16.35.2)	Approved.	Completed	Approved

09/18/2019	Overcrowding Inspection	14 WESTWOOD RD STORRS, CT 06268 ( 16.35.4)	One vehicle (Malibu CT AT.85179) not parked according to parking plan.	Completed	Fail
09/17/2019	Overcrowding Inspection	23 HUNTING LODGE RD STORRS, CT 06268 ( 15.31.7)	5 vehicles 0730. Parking plan is approved for 4 tenants and 1 guest.	Completed	Fail
09/17/2019	Overcrowding Inspection	16 MOUNTAIN RD MANSFIELD CENTER, CT 06250 ( 29.97.9)	Spoke with same tenant as last week, stated 4 people live at residence. Overcrowded.	Completed	Fail
09/16/2019	Overcrowding Inspection	23 HUNTING LODGE RD STORRS, CT 06268 ( 15.31.7)	Photos taken 0720; 5 vehicles. Parking plan approved for 4 tenants and 1 visitor.	Completed	Fail
09/16/2019	Overcrowding Inspection	78 LYNWOOD RD STORRS, CT 06268 ( 15.30.86)	Photos taken 0713; 3 vehicles.	Completed	Approved
09/16/2019	Overcrowding Inspection	65 LYNWOOD RD STORRS, CT 06268 ( 15.30.66)	Photos taken 0710; 3 vehicles.	Completed	Approved
09/16/2019	Overcrowding Inspection	16 MOUNTAIN RD MANSFIELD CENTER, CT 06250 ( 29.97.9)	Photos taken 0740; one vehicle on property with one road previously driven by a tenant. Parking plan 3 tenants and 1 guest.	Completed	Approved
09/16/2019	Overcrowding Inspection	5 MOUNTAIN RD MANSFIELD CENTER, CT 06250 ( 34.97.51)	Photos taken 0735; 5 vehicles on property.	Completed	Fail
09/13/2019	Overcrowding Inspection	78 LYNWOOD RD STORRS, CT 06268 ( 15.30.86)	No violations found.	Completed	Approved
09/13/2019	Overcrowding Inspection	16 MOUNTAIN RD MANSFIELD CENTER, CT 06250 ( 29.97.9)	Potential overcrowding with 4th vehicle on road. Spoke to one tenant who had no knowledge of a parking plan. Tenant explained the car in the road belongs to someone who does not live there, was only visiting and was presently not there.	Completed	Fail
09/13/2019	Overcrowding Inspection	5 MOUNTAIN RD MANSFIELD CENTER, CT 06250 ( 34.97.51)	Photos taken @ 0710; 5 vehicles. Owner occupied.	Completed	Fail
09/12/2019	Overcrowding Inspection	23 HUNTING LODGE RD STORRS, CT 06268 ( 15.31.7)		Completed	Fail
09/09/2019	Overcrowding Inspection	10 CHARLES LA STORRS, CT 06268 ( 11.47.8)	No cars present	Completed	Approved
09/09/2019	Overcrowding Inspection	113 HANKS HILL RD STORRS, CT 06268 ( 16.41.5)	Three cars on site. Parked per plan.	Completed	Approved
09/05/2019	Overcrowding Inspection	113 HANKS HILL RD STORRS, CT 06268 ( 16.41.5)		Completed	Approved
08/30/2019	Overcrowding Inspection	29 BIRCHWOOD HGHTS RD STORRS, CT 06268 ( 22.59.43)	Photos taken @ 0817. 4 cars- Approved per parking plan.	Completed	Approved
08/29/2019	Overcrowding Inspection	29 BIRCHWOOD HGHTS RD STORRS, CT 06268 ( 22.59.43)		Completed	Fail
08/30/2019	Overcrowding Inspection	78 BIRCHWOOD HGHTS RD STORRS, CT 06268 ( 22.57.11)	See Overcrowding Complaint Investigation (document), Photos taken 0805; 6 cars parked on property (garage door open and empty), Photos uploaded.	Completed	Fail

Total Records: 68



**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** John C. Carrington, Interim Town Manager  
**CC:** Sara-Ann Chaine, Town Clerk  
**Date:** February 10, 2020  
**Re:** Appointments to Regional Boards and Committees

A handwritten signature in blue ink, appearing to be "JC Carrington", is written over the "From:" line of the header.

**Subject Matter/Background**

There are some open appointments on regional boards and committees. By not filling these vacancies, Mansfield is not being appropriately represented on these boards and committee.

Here are the details on vacancies, the appointment authority, and requirements of each appointment:

**Mansfield Downtown Partnership:**

- Vacancies: Two and one reappointment. (We have 4 positions - mayor (ex officio) and 3 reps)
- Appointing Authority: Town Council
- Requirements: According to the Town Clerk's records, Mayor Moran has to be appointed as Mayor. Her vacancy needs to be replaced and a vacancy for John McGuire, Economic Development Commission chair. I am serving as Interim Town Manager.

**Windham Regional Transit District:**

- Vacancies: One
- Appointing Authority: Mayor with Town Council approval
- Requirements: Community Member. Kaithlin Epling is appointed.

**Eastern Highlands Health District:**

- Vacancies: One and one reappointment - Elizabeth Paterson needs to be reappointed as chair retroactively from 10/4/2018 – 10/4/2021 (an email has been sent).
- Appointing Authority: Town Council
- Requirements: Community Member. I am serving as an alternate/Interim Town Manager.

Eastern Regional Tourism District:

- Vacancies: One
- Appointing Authority: Town Council
- Requirements: Community Member

I added this item to the agenda to provide the Council with an opportunity to discuss vacancies and strategy.

**Recommendation**

Staff recommends that the Council appoint Mayor Moran to the Mansfield Downtown Partnership coterminous with her service as Mayor, retroactively reappoint Elizabeth Paterson as chair of Eastern Highlands Health District from 10/4/2018 – 10/4/2021, and refer the vacancies to the Committee on Committees for review and action. If the Town Council concurs with this recommendation, the following motion is in order:

*Move on February 10, 2020, to appoint Mayor Moran to the Mansfield Downtown Partnership coterminous with her service as Mayor, retroactively reappoint Elizabeth Paterson as chair of Eastern Highlands Health District from 10/4/2018 – 10/4/2021, and refer the vacancies on the Mansfield Downtown Partnership, Windham Regional Transit District and Eastern Regional Tourism District to the Committee on Committees for review and action.*



**Town of Mansfield  
Agenda Item Summary**

**To:** Town Council  
**From:** John C. Carrington, Interim Town Manager  
**CC:** Cherie Trahan, Director of Finance; Aga Gonzalez, Senior Accounting Manager  
**Date:** February 10, 2020  
**Re:** Financial Statements Dated December 31, 2019

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**Subject Matter/Background**

Attached are the financial statements dated December 31, 2019. The Finance Committee will review this item at its meeting earlier this evening.

**Recommendation**

If the Finance Committee recommends acceptance of the financial statements, the following motion is in order:

*Move effective February 10, 2020, to accept the Financial Statements dated December 31, 2019.*

**Attachments**

1) Financial Statements Dated December 31, 2019

PAGE  
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# **Town of Mansfield**

## Financial Statements

(For the Period Ending December 31, 2019)

Finance Department  
Cherie Trahan  
Director of Finance  
February 10, 2020

**Town of Manfield**

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**MEMO**

**To:** Mansfield Town Council  
**CC:** John Carrington, Interim Town Manager  
**From:** Cherie Trahan, Director  
**Date:** February 10, 2020  
**Subject:** **Financial Statements dated December 31, 2019**

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Attached please find the financial report for the period ending December 31, 2019.

## Overview – General Fund Budget

### Revenues

#### Tax Collections

The total collection rate through December 31, 2019 is 65% as compared to 61.5% for last year. Real estate collections, which account for approximately 87% of the levy, are 63.3% as compared to 58.8% for last year. Collections in motor vehicles are 91% as compared to 91.1% for last year.

#### Licenses and Permits

Conveyance taxes received are \$77,669 or 51.77% of the annual budget. Building permits received are \$145,114 or 82.92% of the annual budget. Housing Code permits are \$102,901 or 71.56% of the annual budget.

#### State Support for Education

The Education Cost Sharing (ECS) is budgeted for \$9,509,100. The current estimate from the State is \$9,561,096 or \$51,996 more than budget.

#### State Support for General Government

The PILOT grant is by far the largest single grant within this category. The PILOT grant is budgeted at \$5,566,520; the Select PILOT payment at \$2,630,450; and the Municipal Stabilization grant at \$661,280. All three of these grant payments were received on October 31, 2019.

#### Charges for Services

Charges for services are primarily fixed by contract and are normally received during the year.

#### Fines and Forfeitures

We have received \$21,824 or 64.26% of expected budget to date.

#### Miscellaneous

This area is primarily interest income and the telecommunications service payment. Total interest income through December 31, 2019 is \$257,597 as compared to \$162,983 for the same period last year. STIF interest rate for December 2019 was 1.72% as compared to 2.21% for the same period last year.

## **Expenditures**

### Town Expenditures

There are no budgetary concerns at this time.

### Day Care Fund

The Day Care Fund ended the period with revenues exceeding expenditures by \$82,253. Fund balance at July 1, 2019 of \$31,800 increased to \$114,053 at December 31, 2019. This reflects the accrual of the reimbursement due to the State on the day care grant in FY 18/19. As the overpayment from the State is deducted from current year payments, I expect this excess to be reduced somewhat.

### Cafeteria Fund

Expenditures exceeded revenues by \$22,605 for the period. Fund balance at July 1, 2019 decreased from \$173,783 to \$151,178 at December 31, 2019. This is primarily due to the timing of receipt of state grants.

### Recreation Program Fund

Revenues exceeded expenditures by \$31,984 for the period. Fund balance at July 1, 2019 increased from \$31,984 to \$65,348 at December 31, 2019.

### Capital Non-Recurring Fund

CNR began this fiscal year with a fund balance of \$658,177. Proceeding with the budget as adopted, we projected ending the fiscal year with a fund balance of \$312,827.

### Town Aid Road Fund

Expenditures exceeded revenues by \$96,784 for the period. Fund balance at July 1, 2019 decreased from \$134,807 to \$38,023 at December 31, 2019. Per the Governor's Proposed FY 21 State Budget Adjustments (2/5/20), Mansfield is estimated to receive \$414,125 for FY 2019/20. We typically receive two installments of 50% each. It is still unclear as to when we might anticipate receiving this funding. The Town Aid Road Fund is used to account and pay for snow removal costs.

### Debt Service Fund

Fund Balance increased from \$166,679 on July 1, 2019 to \$320,984 at December 31, 2019. This will be drawn down as principal and interest payments are made during the year.

## Enterprise/Internal Service Funds

### Solid Waste Fund

Revenues exceeded expenditures by \$184,351. Retained Earnings increased from \$1,041,547 at July 1, 2019 to \$1,225,898 at December 31, 2019. This balance will be drawn down as expenses are met and scheduled repairs are made.

### Health Insurance Fund (Town, Mansfield BOE, and Region 19 BOE)

Revenues exceeded expenditures through the first quarter by \$475,032. Fund balance increased from \$5,343,982 (including contributed capital) at July 1, 2019 to \$5,819,014 at December 31, 2019. Claims through December averaged \$587,082 (on a fiscal year basis) as compared to \$553,428, the average for last fiscal year which represents a 6.1% increase. To be considered fully funded, the Health Insurance Fund needs to maintain a fund balance of approximately \$2.1 million.

### Worker's Compensation Fund

Revenues exceeded expenditures by \$6,025 through quarter end. Retained earnings increased from \$107,109 to \$113,134 at December 31, 2019. This balance will be drawn down as insurance payments are made.

### Management Services Fund

Management Services Fund revenues through December 31, 2019 exceeded expenditures by \$190,315. Fund Balance increased from \$2,248,700 at July 1, 2019 to \$2,439,015 at December 31, 2019. This will be drawn down as expenditures are met during the year.

### Transit Services Fund

The Transit Services Fund ended the period with revenues exceeding expenditures by \$21,761. Operations are proceeding according to budget for the Transportation Center and WRTD activity.

### Cemetery Fund

Retained earnings in the Cemetery Fund increased from \$272,118 at July 1, 2019 to \$282,122 at December 31, 2019. The major costs for this fund are mowing and cemetery maintenance.

Eastern Highlands Health District

Operating revenues exceeded expenditures by \$74,403. Fund Balance increased from \$432,295 to \$506,698. This reflects the full receipt of the State Grant-in-Aid of \$134,429. I expect this surplus will be drawn down as expenses are met.

Mansfield Downtown Partnership

Revenues exceeded expenditures by \$94,860 through December 31, 2019, and fund balance increased from \$310,820 to \$405,680. UConn's contribution to the Partnership for the full year has been received. I expect this surplus will be drawn down as expenditures are met.

<b>Town Of Mansfield</b>				
<b>General Fund Trial Balance</b>				
<b>Fiscal Year 2019/20</b>				
	<b>7/1/2019</b>			<b>12/31/2019</b>
<b>Account Number and Description</b>	<b>Beginning</b>	<b>Net Activity July - December</b>		<b>Ending</b>
	<b>Balance</b>	<b>Debits</b>	<b>Credits</b>	<b>Balance</b>
11211 Petty Cash - Treasurer (Imprest)	1,000.00			1,000.00
11213 Petty Cash - Mansfield Bd of Ed	550.00			550.00
11214 Petty Cash - Buchanan Center	129.90			129.90
11219 Petty Cash - Mansfield Middle	50.00			50.00
11220 Petty Cash - Tax Collector	200.00			200.00
11221 Petty Cash - Southeast School	0.00			0.00
11226 Petty Cash - Senior Center	50.00			50.00
11227 Student Activity Fund - Goodwin	500.00			500.00
11228 Student Activity Fund - Southeast	500.00			500.00
11229 Student Activity Fund - Vinton	500.00			500.00
11231 Athletic Fund - MMS	500.00			500.00
11310 Cash Disbursing Peoples Bank	(13,216,214.69)	35,990,354.46	29,462,111.12	(6,687,971.35)
11318 Cash-master Charge/visa	29,260.48	617,311.89	632,546.05	14,026.32
11320 Cash Athletics Imprest	1,500.00			1,500.00
11321 Interfund Payroll Cash	0.00	13,713,842.86	13,551,322.50	162,520.36
11364 Cash - Ct Stif Pool	23,471,779.47	2,655,189.47	2,000,000.00	24,126,968.94
11520 Certificates Of Deposit	504,387.31	678.65		505,065.96
13100 Taxes Receivable - Current	379,290.93	34,631,033.10	22,737,197.70	12,273,126.33
13200 Taxes Receivable - Delinquent	277,054.35	449,943.01	172,589.90	554,407.46
13999 Allowance for Doubtful Accts	(40,000.00)			(40,000.00)
14212 Due From State Gov't	26,010.00		26,010.00	0.00
14251 Due from Region 19	646.40		646.40	0.00
14257 Due from Downtown Partnership	0.00			0.00
14311 Accounts Receivable - General	54,165.08		54,165.08	0.00
14312 Accounts Receivable - Exchange	180.00	304,184.81	303,657.16	707.65
14313 AcctsRec-SelfInsExchange	(527.65)			(527.65)
14318 Returned Checks	15.00	120.00	145.26	(10.26)
14319 Worker's Compensation Advances	932.17	22,638.82	20,306.22	3,264.77
14323 Accounts Receivable-Other	0.00			0.00
<b>Total Assets</b>	<b>11,492,458.75</b>	<b>88,385,297.07</b>	<b>68,960,697.39</b>	<b>30,917,058.43</b>
21100 Accounts Payable	(1,769,529.09)	4,705,013.82	2,935,484.73	0.00
21200 Payroll Clearing	(748.54)	4,954.39	4,970.85	(765.00)
21216 Medical Insurance	20,696.19	1,966,224.96	1,986,921.15	0.00
21217 Taxable Medical Insurance	0.00			0.00
21233 Levy	0.00			0.00
21236 Dependent Care	0.00	21,066.88	21,066.88	0.00
21237 Uninsured Med Deduction	0.00	10,335.68	10,335.68	0.00
21245 Community Center Membership	0.00	7,203.24	7,203.24	0.00
21247 Child Care Discovery Depot	0.00			0.00
21250 Cell Phone Use Deduction	0.00	2,079.60	2,079.60	0.00
21411 Due To State - Dog Licenses	(9,417.00)	9,515.00	4,105.00	(4,007.00)
21412 Due To State - Hunting & Fishi	6,847.00	1,233.00	1,178.00	6,902.00
21414 Due To State-dog Licenses A.p.	(3,927.00)	3,970.00	1,762.00	(1,719.00)
21415 Due To State-marriage Licenses	(306.00)	918.00	816.00	(204.00)
21416 Due To State-permit Applicatio	(3,072.00)	4,696.00	3,480.00	(1,856.00)
21418 Due To State Animal Adop Depos	(45.00)	810.00	1,170.00	(405.00)

Fiscal Year 2019/20				
	7/1/2019	Net Activity July - December		12/31/2019
Account Number and Description	Beginning Balance	Debits	Credits	Ending Balance
21419 Due to State-Educ Train Fee	472.68	406.78	2,920.77	(2,041.31)
21420 Due to State Library Hist.Doc	(792.00)	5,600.00	5,808.00	(1,000.00)
21421 Due to State-Land Protection	(11,342.00)	42,133.00	43,111.00	(12,320.00)
21503 Due To Region 19	0.00			0.00
21609 Posting Variances	(125.60)	745,649.39	745,523.79	0.00
21611 Refundable Deposits	(145,727.50)	40,670.78	4,193.28	(109,250.00)
21620 Collection Fee Payable	(1,484.68)	9,390.17	14,989.21	(7,083.72)
21621 Processing Fee Payable-IPARQ	1,106.80	9,986.27	11,514.27	(421.20)
21622 Enforcement Cost Payable - LAZ	(3,689.25)	5,479.25	6,704.00	(4,914.00)
21623 Garage Revenue Payable- LAZ	(10,371.75)	21,913.75	24,551.40	(13,009.40)
21624 Enforcement Cost Payable - Storrs Commons	(3,956.20)	3,956.20	1,767.30	(1,767.30)
22100 Accrued Accounts Payable	(76,319.54)	323,492.99	252,423.45	(5,250.00)
22200 Accrued Payroll	(1,387,043.93)	1,387,043.93		0.00
23900 Due To Internal Service Fund	(431,231.13)	431,231.13		0.00
24100 Deferred Revenue - Taxes	(625,024.05)	22,480,962.78	34,652,151.29	(12,796,212.56)
24200 Deferred Revenue - Other	0.00			0.00
24500 Taxes Collected In Advance	(77,805.62)	77,805.62	158.72	(158.72)
<b>Total Liabilities</b>	<b>(4,532,835.21)</b>	<b>32,323,742.61</b>	<b>40,746,389.61</b>	<b>(12,955,482.21)</b>
32302 Current Year Encumbrances	0.00	4,765,920.78	2,712,467.85	2,053,452.93
32303 Res For Prior Year Encumb	(97,723.18)			(97,723.18)
32304 Res For Current Year Encumb	0.00	2,712,467.85	4,765,920.78	(2,053,452.93)
33310 Fund Balance - Available	(6,840,129.36)			(6,840,129.36)
33311 Assigned Fund Balance - Tax Appeals	(21,771.00)			(21,771.00)
34220 Actual Expenditures	0.00	23,902,877.23	418,984.10	23,483,893.13
34320 Actual Revenues	0.00	314,175.04	34,800,020.85	(34,485,845.81)
<b>Total Fund Equity</b>	<b>(6,959,623.54)</b>	<b>31,695,440.90</b>	<b>42,697,393.58</b>	<b>(17,961,576.22)</b>
<b>*** Net Total ***</b>	<b>0.00</b>	<b>152,404,480.58</b>	<b>152,404,480.58</b>	<b>0.00</b>

**Town of Mansfield  
Town of Mansfield General Fund  
Balance Sheet  
December 31, 2019**

		<u>2020</u>
<b>Assets</b>		
Cash and Cash Equivalents	\$	18,126,090
Accounts Receivable - Property Taxes		12,787,534
Accounts Receivable - Intergovernmental		-
Accounts Receivable - Other		3,435
Due from Other Funds		-
		<hr/>
Total Assets	\$	<u>30,917,058</u>
 <b>Liabilities and Fund Balance</b>		
Liabilities:		
Accounts Payable	\$	27,961
Due to State of Connecticut		16,650
Due to Other Funds		-
Refundable Deposits		109,250
Accrued Liabilities		5,250
Deferred Revenue		12,796,213
Advance Tax Collections		159
		<hr/>
Total Liabilities		<u>12,955,482</u>
 Fund Balance:		
Assigned		21,771
Unassigned		17,939,805
		<hr/>
Total Fund Balance		<u>17,961,576</u>
 Total Liabilities and Fund Balance	 \$	 <u>30,917,058</u>

**Town of Mansfield**  
**Day Care Fund - Combined Program**  
**Balance Sheet**  
**December 31, 2019**  
(with comparative totals for December 31, 2018)

	<u>2020</u>	<u>2019</u>
<b>Assets</b>		
Cash and Cash Equivalents	\$ 120,066	\$ 86,736
Accounts Receivable	<u>8,321</u>	<u>7,561</u>
Total Assets	<u><u>128,387</u></u>	<u><u>94,297</u></u>
<b>Liabilities and Fund Balance</b>		
<b>Liabilities</b>		
Accounts Payable	<u>14,334</u>	<u>16,418</u>
Total Liabilities	<u>14,334</u>	<u>16,418</u>
Fund Balance	<u>114,053</u>	<u>77,879</u>
Total Liabilities and Fund Balance	<u><u>\$ 128,387</u></u>	<u><u>\$ 94,297</u></u>

**Town of Mansfield**  
**Day Care Fund - Combined Program**  
**Comparative Statement of Revenues, Expenditures**  
**and Changes in Fund Balance**  
**December 31, 2019**  
(with comparative totals for December 31, 2018)

	<u>Budget</u> <u>2019/20</u>	<u>2020</u>	<u>Percent of</u> <u>Adopted</u> <u>Budget</u>	<u>2019</u>
<b>Revenues</b>				
Fees for Services - Parent Fees	\$ 811,600	\$ 326,150	40.2%	\$ 315,947
Fees for Services - State Grant	331,350	220,306	66.5%	172,896
School Readiness Grant	39,420	21,566	54.7%	17,848
State Support - DCF	29,790	-	0.0%	
Subsidies for Services	92,440	56,877	61.5%	11,429
National School Lunch Grant	36,420	10,817	29.7%	10,780
	<u>1,341,020</u>	<u>635,716</u>	47.4%	<u>528,900</u>
<b>Expenditures</b>				
Direct Program	861,130	374,655	43.5%	418,115
Administrative	154,930	83,209	53.7%	38,647
Energy	32,000	16,000	50.0%	18,000
Food Service Supplies	35,250	15,059	42.7%	12,335
Purchased Property Services	61,500	35,752	58.1%	33,045
Other Purchased Services	38,280	14,979	39.1%	15,316
Insurance	3,710	253	6.8%	932
Building Supplies	6,500	2,490	38.3%	1,822
Repairs & Maintenance	4,500	4,014	0.0%	1,514
Instructional Supplies	8,000	6,996	87.5%	2,505
Equipment	10,000	56	0.0%	4,497
	<u>1,215,800</u>	<u>553,463</u>	45.5%	<u>546,728</u>
Excess (Deficiency) of Revenues	125,220	82,253		(17,828)
Fund Balance, July 1	<u>31,800</u>	<u>31,800</u>		<u>95,707</u>
Fund Balance plus Cont. Capital, Dec 31	<u>\$ 157,020</u>	<u>\$ 114,053</u>		<u>\$ 77,879</u>

**Mansfield Board of Education**  
**Cafeteria Fund**  
**Balance Sheet**  
**December 31, 2019**  
(with comparative totals for December 31, 2018)

	<u>2020</u>	<u>2019</u>
<b>Assets</b>		
Cash and Cash Equivalents	\$ 125,724	\$ 123,134
Accounts Receivable	35	55
Inventory	<u>25,419</u>	<u>27,928</u>
<b>Total Assets</b>	<u><u>151,178</u></u>	<u><u>151,117</u></u>
<b>Liabilities and Fund Balance</b>		
Liabilities		
Accounts Payable	<u>-</u>	<u>-</u>
<b>Total Liabilities</b>	<u>-</u>	<u>-</u>
 Fund Balance	 <u>151,178</u>	 <u>151,117</u>
<b>Total Liabilities and Fund Balance</b>	<u><u>\$ 151,178</u></u>	<u><u>\$ 151,117</u></u>

**Mansfield Board of Education**  
**Cafeteria Fund**  
**Comparative Statement of Revenues, Expenditures**  
**and Changes in Fund Balance**  
**December 31, 2019**  
(with comparative totals for December 31, 2018)

	<u>Budget</u> <u>2019/20</u>	<u>2020</u>	<u>Percent of</u> <u>Adopted</u> <u>Budget</u>	<u>2019</u>
<b>Revenues</b>				
Sales of Food	\$ 532,060	\$ 253,829	48%	\$ 281,394
Intergovernmental	333,000	91,933	28%	82,929
Other	-	266	-	170
	<u>865,060</u>	<u>346,028</u>	40%	<u>364,493</u>
<b>Expenditures</b>				
Salaries & Benefits	487,490	236,278	48%	237,732
Food & Supplies	335,220	128,797	38%	123,568
Repairs & Maintenance	10,000	1,916	19%	2,622
Equipment	13,000	367	3%	96
	<u>845,710</u>	<u>367,358</u>	43%	<u>364,018</u>
<b>Transfers</b>				
Transfers Out - General Fund	<u>2,550</u>	<u>1,275</u>	50%	<u>1,275</u>
Excess (Deficiency) of Revenues	16,800	(22,605)		(800)
Fund Balance, July 1	<u>173,783</u>	<u>173,783</u>		<u>151,917</u>
Fund Balance plus Cont. Capital, Dec 31	<u>\$ 190,583</u>	<u>\$ 151,178</u>		<u>\$ 151,117</u>

**Town of Mansfield  
Parks and Recreation  
Balance Sheet  
December 31, 2019**

(with comparative totals for December 31, 2018)

	<u>2020</u>	<u>2019</u>
<b>Assets</b>		
Cash and Cash Equivalents	\$ 64,455	\$ 65,110
Accounts Receivable	<u>893</u>	<u>708</u>
Total Assets	<u><u>65,348</u></u>	<u><u>65,818</u></u>
<b>Liabilities and Fund Balance</b>		
<b>Liabilities</b>		
Accounts Payable	<u>-</u>	<u>-</u>
Total Liabilities	<u>-</u>	<u>-</u>
Fund Balance	<u>65,348</u>	<u>65,818</u>
Total Liabilities and Fund Balance	<u><u>\$ 65,348</u></u>	<u><u>\$ 65,818</u></u>

**Town of Mansfield  
Parks and Recreation  
Comparative Statement of Revenues, Expenditures  
and Changes in Fund Balance  
December 31, 2019  
(with comparative totals for December 31, 2018)**

	<u>Budget 2019/20</u>	<u>2020</u>	<u>Percent of Adopted Budget</u>	<u>2019</u>
<b>Revenues</b>				
Membership Fees	\$ 971,610	\$ 386,657	40%	\$ 385,324
Program Fees	950,610	521,279	55%	471,907
Fee Waivers	61,900	16,976	27%	23,207
Daily Admission Fees	55,100	32,197	58%	24,762
Rent - Facilities/Parties	32,310	5,295	16%	6,582
Employee Wellness	16,000		0%	-
Rent - E.O. Smith	18,000		0%	9,150
Charge for Services	10,000		0%	1,214
Contributions	14,250	2,980	21%	5,209
Sale of Merchandise	3,750	939	25%	0
Sale of Food	3,000	1,729	58%	1,538
Other	6,000	1,892	32%	3,004
<b>Total Revenues</b>	<u>2,142,530</u>	<u>969,944</u>	<u>45%</u>	<u>931,897</u>
<b>Operating Transfers</b>				
General Fund - Recreation Administrative	431,020	215,510	50%	193,010
General Fund - Community Programs	100,000	50,000	50%	50,000
General Fund - Summer Challenge		-	0%	-
General Fund - Bicent. Pond	25,000	12,500	50%	12,500
General Fund - Teen Center	25,000	12,500	50%	12,500
<b>Total Operating Transfers</b>	<u>581,020</u>	<u>290,510</u>	<u>50%</u>	<u>268,010</u>
<b>Total Rev &amp; Oper Transfers</b>	<u>2,723,550</u>	<u>1,260,454</u>	<u>46%</u>	<u>1,199,907</u>
<b>Expenditures</b>				
Salaries & Wages	1,445,300	674,959	47%	636,190
Benefits	308,210	139,493	45%	141,947
Professional & Technical	224,180	116,819	52%	113,000
Purchased Property Services	14,640	4,488	31%	41
Repairs & Maintenance	74,570	33,891	45%	36,400
Rentals	6,300	8,770	139%	3,710
Other Purchased Services	278,610	129,240	46%	131,488
Other Supplies	69,420	20,223	29%	25,658
Energy	137,800	68,450	50%	73,000
Building Supplies	19,460	4,026	21%	6,025
Recreation Supplies	47,940	11,218	23%	16,321
Equipment	84,560	15,513	18%	67,116
<b>Total Expenditures</b>	<u>2,710,990</u>	<u>1,227,090</u>	<u>45%</u>	<u>1,250,896</u>
Excess (Deficiency) of Revenues	12,560	33,364		(50,989)
Fund Balance, July 1	31,984	31,984		116,807
Fund Balance, Sept 30	<u>\$ 44,544</u>	<u>\$ 65,348</u>		<u>\$ 65,818</u>

**Town of Mansfield**  
**Capital and Nonrecurring Reserve Fund Budget**  
**Estimated Revenues, Expenditures and Changes in Fund Balance**  
**Fiscal Year 2019/20**

	<b>FY 15/16</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>	<b>FY 21/22</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Projected</b>	<b>Projected</b>
<b>Sources:</b>							
General Fund Contribution	\$ 1,780,380	\$ 3,064,240	\$ 2,819,660	\$ 2,674,010	\$ 1,772,380	\$ 2,500,000	\$ 2,750,000
Board Contribution	105,000	122,000	100,000	552,000			
Ambulance User Fees	342,054	334,404	401,393	438,385	300,000	300,000	300,000
FEMA Grant	76,848						
Other	13,094	14,711	18,305	85,263			
Sewer Assessments	913	913	913		500	500	500
Sweep of CIP Balances			399,879				
CIT - EDR Controlling Interest Sale				249,556			
Pequot Funds	241,157	204,996	204,996	179,151	179,150	179,151	179,151
<b>Total Sources</b>	<b>2,559,446</b>	<b>3,741,264</b>	<b>3,945,146</b>	<b>4,178,365</b>	<b>2,252,030</b>	<b>2,979,651</b>	<b>3,229,651</b>
<b>Uses:</b>							
Operating Transfers Out:							
Management Services Fund	185,000	192,600	-		-	-	-
Capital Fund	1,905,223	3,100,567	3,385,000	4,120,623	2,482,380	2,800,000	3,150,000
Capital Fund - Storrs Center Reserve	228,600	175,000	325,000	150,000	115,000	130,000	129,000
Transit Services Fund - WRTD	25,000						
Compensated Absences Fund							
<b>Total Uses</b>	<b>2,343,823</b>	<b>3,468,167</b>	<b>3,710,000</b>	<b>4,270,623</b>	<b>2,597,380</b>	<b>2,930,000</b>	<b>3,279,000</b>
Excess/(Deficiency)	215,623	273,097	235,146	(92,258)	(345,350)	49,651	(49,349)
Fund Balance/(Deficit) July 1	26,569	242,192	515,289	750,435	658,177	312,827	362,478
Fund Balance, June 30	\$ 242,192	\$ 515,289	\$ 750,435	\$ 658,177	\$ 312,827	\$ 362,478	\$ 313,129

**Capital Projects as of February 4, 2020**

**General Government**

*Revenues*

*Expenses*

Account and Description	<u>Adjusted</u>			<u>Adjusted</u>			
	<u>Budget</u>	<u>Received</u>	<u>Balance</u>	<u>Budget</u>	<u>Encumbrance</u>	<u>Expenses</u>	<u>Balance</u>
81611 Pool Cars	197,284	197,284	-	197,284	-	197,284	-
81612 Fleet Vehicle	70,450	70,450	-	70,450	-	70,893	(443)
81820 Financial Software/Hardware	523,896	523,896	-	523,896	1,755	469,237	52,904
81823 Financial Control Review	77,500	77,500	-	77,500	-	52,500	25,000
81824 Professional & Staff Development	50,000	50,000	-	50,000	-	17,774	32,226
81826 Town Manager Process Review	25,000	25,000	-	25,000	13,050	-	11,950
81827 Town Manager Recruitment	30,000	30,000	-	30,000	-	-	30,000
81919 Strategic Planning	297,241	297,241	-	297,241	36,500	260,741	-
81921 Classification & Compensation Study	38,000	38,000	-	38,000	3,870	34,830	(700)
81922 Police Services Consulting Assistance	48,843	48,843	-	48,843	-	48,843	-
86291 Technology Infrastructure - Schools	1,380,000	1,380,000	-	1,380,000	11,708	1,357,173	11,118
86299 Marketing/Branding/Comm Project	40,000	40,000	-	40,000	-	40,000	-
86309 Furniture & Fixtures	180,000	180,000	-	180,000	-	124,052	55,948
86336 Energy Management Plan	25,000	25,000	-	25,000	-	-	25,000
<b>Total General Government:</b>	<b>2,983,214</b>	<b>2,983,214</b>	<b>-</b>	<b>2,983,214</b>	<b>66,883</b>	<b>2,673,327</b>	<b>243,004</b>

**Community Development**

*Revenues*

*Expenses*

Account and Description	<u>Adjusted</u>			<u>Adjusted</u>			
	<u>Budget</u>	<u>Received</u>	<u>Balance</u>	<u>Budget</u>	<u>Encumbrance</u>	<u>Expenses</u>	<u>Balance</u>
81825 Economic Development	42,500	42,500	-	42,500	-	5,500	37,000
83530 Four Corners Sewer/Water Impro	9,830,000	9,830,000	-	9,830,000	421,006	8,415,169	993,826
84103 Storrs Center Reserve	4,431,333	4,431,358	(25)	4,431,333	-	4,213,295	218,038
84107 Mansfield Tomorrow	40,000	40,000	-	40,000	-	-	40,000
84109 Downtown Storrs Enhancements	42,500	42,500	-	42,500	1,570	39,104	1,826
84110 Positioning & Marketing Plan	50,000	50,000	-	50,000	-	7,494	42,506
84122 Improvements Storrs Rd Urban	2,500,000	2,500,000	-	2,500,000	-	2,500,000	-
84123 Streetscape/Ped.Improv. DOT	625,148	625,148	-	625,148	-	625,148	-
84124 Imprvmnts StorrsRd DOT/Lieber	2,552,750	2,552,750	-	2,552,750	-	2,552,750	-
84126 Parking Garage Transit Hub	11,328,221	11,152,656	175,565	11,328,221	-	11,328,221	-
84127 DECD STEAP#2 Pha1A+Dog Lane Con	691,985	691,985	-	691,985	-	691,985	-
84129 Omnibus Budget Bill Feb2009	781,498	583,615	197,883	781,498	-	781,498	-
84132 Leyland/EDR Infrastructure (\$3M)	3,000,000	3,000,000	-	3,000,000	-	3,000,000	-
84137 Parking Garage Repairs/Maintenance	262,409	268,520	(6,111)	262,409	-	-	262,409
<b>Total Community Development:</b>	<b>36,178,343</b>	<b>35,811,032</b>	<b>367,312</b>	<b>36,178,343</b>	<b>422,576</b>	<b>34,160,163</b>	<b>1,595,605</b>

**Capital Projects as of February 4, 2020**  
**Public Safety**

*Revenues*

*Expenses*

Account and Description	<u>Adjusted</u>			<u>Adjusted</u>			
	<u>Budget</u>	<u>Received</u>	<u>Balance</u>	<u>Budget</u>	<u>Encumbrance</u>	<u>Expenses</u>	<u>Balance</u>
82801 Fire & Emerg Serv Comm Equipment	77,000	77,000	-	77,000	-	35,493	41,508
82823 Rescue Equipment	56,500	56,500	-	56,500	-	54,884	1,616
82827 Fire Personal Protective Equipment	168,000	168,000	-	168,000	-	142,029	25,971
82829 Replacement ET507	466,655	466,655	-	466,655	-	466,404	252
82844 Replacement ET 407	600,000	600,000	-	600,000	-	-	600,000
82845 Rescue 107 Replacement	250,000	250,000	-	250,000	-	480	249,520
82846 Vehicle Exhaust System	114,265	114,265	-	114,265	-	114,265	-
82847 Fire Station Study	50,000	50,000	-	50,000	7,001	6,999	36,000
82848 Administrative Vehicle Replacement	40,619	40,619	-	40,619	-	40,619	-
82849 Rescue 207 Replacement	50,201	50,201	-	50,201	-	50,201	-
82850 Defibrillator Unit	10,000	10,000	-	10,000	-	3,290	6,710
82851 Fire Service - Uniform Updates	14,000	14,000	-	14,000	7,404	380	6,216
82902 Fire Ponds	79,500	79,500	-	79,500	-	57,962	21,538
86293 Security Improvements	125,000	125,000	-	125,000	-	64,560	60,440
<b>Total Public Safety:</b>	<b>2,101,740</b>	<b>2,101,740</b>	<b>-</b>	<b>2,101,740</b>	<b>14,405</b>	<b>1,037,565</b>	<b>1,049,770</b>

**Community Services**

*Revenues*

*Expenses*

Account and Description	<u>Adjusted</u>			<u>Adjusted</u>			
	<u>Budget</u>	<u>Received</u>	<u>Balance</u>	<u>Budget</u>	<u>Encumbrance</u>	<u>Expenses</u>	<u>Balance</u>
84109 Senior Center Chairs	25,500	25,500	-	25,500	-	25,711	(211)
85105 Open Space Purchase	3,474,355	3,479,355	(5,000)	3,474,355	-	3,474,355	-
85107 Open Space - Bonded	1,283,750	725,750	558,000	1,283,750	-	938,851	344,899
85108 Eagleville School House - CSA	1,355,030	1,393,920	(38,890)	1,355,030	22,196	1,488,902	(156,068)
85804 Community Center Equipment	628,930	628,930	-	628,930	-	600,440	28,490
85811 Playscapes New/Replacements	348,670	348,670	-	348,670	-	253,587	95,083
85813 Invasive Control	62,000	62,000	-	62,000	-	39,660	22,341
85816 Park Improvements	428,518	428,518	-	428,518	3,580	413,677	11,262
85835 Parks & Preserves Management	32,648	32,748	(100)	32,648	-	32,648	0
<b>Total Community Services:</b>	<b>7,639,401</b>	<b>7,125,391</b>	<b>514,010</b>	<b>7,639,401</b>	<b>25,776</b>	<b>7,267,830</b>	<b>345,796</b>

**Capital Projects as of February 4, 2020  
Facilities Management**

*Revenues*

*Expenses*

<u>Account and Description</u>	<u>Revenues</u>			<u>Expenses</u>			
	<u>Adjusted Budget</u>	<u>Received</u>	<u>Balance</u>	<u>Adjusted Budget</u>	<u>Encumbrance</u>	<u>Expenses</u>	<u>Balance</u>
86260 Maintenance Projects	1,155,691	1,155,691	-	1,155,691	8,075	1,081,944	65,672
86290 Roof Repairs/Town Hall Roof Rplcmnt	782,900	782,900	-	782,900	30,868	745,710	6,322
86292 School Building Maintenance	1,772,000	1,772,000	-	1,772,000	146,404	1,473,208	152,388
86294 Vault Climate Control	51,700	51,700	-	51,700	-	51,700	-
86295 Emergency Generators	85,809	85,809	-	85,809	-	85,809	-
86296 Oil Tank Repairs	55,000	55,000	-	55,000	-	55,390	(390)
86304 Comm Center Repairs & Improvements	342,133	342,133	-	342,133	12,835	290,216	39,082
86305 Fire Station Repairs & Improvements	390,235	390,235	-	390,235	13,340	258,401	118,494
86306 Library Bldg Repairs & Improvements	159,000	159,000	-	159,000	-	145,298	13,702
86307 Senior Center Bldg Repairs & Improvem	120,000	120,000	-	120,000	-	89,183	30,817
86308 Town Hall Bldg Repairs & Improvements	146,000	146,000	-	146,000	2,626	97,495	45,879
86310 Cleaning Equipment	44,000	44,000	-	44,000	-	43,729	271
86311 Tractor Replacement	48,000	48,000	-	48,000	-	47,600	400
86315 Daycare Building Repairs	114,000	94,000	20,000	114,000	1,280	53,988	58,732
86316 Joshua's Trust Building Repairs	800	800	-	800	-	800	-
86317 Public Works Building Repairs	176,500	176,500	-	176,500	6,980	110,108	59,412
86318 Facilities Study	103,294	103,294	-	103,294	-	103,294	-
86319 Animal Shelter Building Repairs	37,500	37,500	-	37,500	-	11,180	26,320
86320 Historical Society Building Repairs	50,000	50,000	-	50,000	-	-	50,000
86321 Park Building Repairs	63,200	63,200	-	63,200	9,285	38,225	15,690
86323 MMS Gym Renovation	1,003,210	1,003,210	-	1,003,210	-	999,888	3,322
86325 Indoor Air Quality Testing	10,000	10,000	-	10,000	-	4,892	5,108
86326 Facilities Work Truck	257,217	257,217	-	257,217	47,872	196,889	12,456
86327 NZTC Building Repairs	35,730	35,730	-	35,730	29,930	5,730	70
86329 Storage Upgrades	10,500	10,500	-	10,500	-	10,047	453
86330 Fire Alarm Panel - MMS	110,000	110,000	-	110,000	-	90,980	19,020
86331 Bus Garage Building Upgrades	42,000	42,000	-	42,000	-	6,249	35,751
86333 School Building Project	368,179	368,179	-	368,179	533,175	354,337	(519,333)
86334 Forklift	30,000	30,000	-	30,000	-	30,000	-
86335 Brick Repairs	14,000	14,000	-	14,000	-	14,000	-
86401 MMS Bathroom Upgrades	100,000	100,000	-	100,000	3,323	96,568	109
86402 MMS Renovations	160,000	160,000	-	160,000	-	-	160,000
<b>Total Facilities Management:</b>	<b>7,838,598</b>	<b>7,818,598</b>	<b>20,000</b>	<b>7,838,598</b>	<b>845,992</b>	<b>6,592,858</b>	<b>399,748</b>

**Capital Projects as of February 4, 2020  
Public Works**

*Revenues*

*Expenses*

<u>Account and Description</u>	<u>Adjusted</u>			<u>Adjusted</u>			
	<u>Budget</u>	<u>Received</u>	<u>Balance</u>	<u>Budget</u>	<u>Encumbrance</u>	<u>Expenses</u>	<u>Balance</u>
83101 Tree Replacement	264,501	264,501	-	264,501	4,778	252,953	6,771
83302 Sm Bridges & Culverts	299,084	299,084	-	299,084	-	289,331	9,753
83303 Large Bridge Maintenance	496,286	496,286	-	496,286	-	480,862	15,424
83308 Town Walkways/Transp Enhancemt	960,994	960,994	-	960,994	1,000	856,497	103,496
83311 Eastwood Road Sidewalk	387,600	371,324	16,276	387,600	-	280,682	106,918
83312 Safe Routes to Schools - Rte 89	585,000	127,000	458,000	585,000	482,865	25,525	76,610
83313 Cemeteries	25,000	25,000	-	25,000	1,660	23,290	50
83401 Road Drainage	853,170	853,170	-	853,170	-	853,170	-
83510 Guide Rails	354,145	354,145	-	354,145	-	330,129	24,016
83524 Road Resurfacing	8,105,820	7,840,032	265,788	8,105,820	47,953	8,004,574	53,293
83638 Small Dump Trucks & Sanders	84,896	84,896	-	84,896	-	90,606	(5,710)
83639 Large Dump Trucks	726,593	726,593	-	726,593	-	726,593	-
83641 Mowers & Attachments	94,059	94,059	-	94,059	-	94,059	-
83644 Street Signs	60,000	60,000	-	60,000	-	59,085	915
83735 Transfer Station Truck & Equipment	242,880	242,880	-	242,880	-	242,880	-
83911 Engineering Cad Upgrades	309,500	309,500	-	309,500	900	252,826	55,774
83920 Hillyndale Road Bridge Replacement	659,014	329,764	329,250	659,014	13,089	79,296	566,629
83921 Storrs Center Improvements	25,000	25,000	-	25,000	-	7,857	17,143
83922 Bucket Truck	165,000	165,000	-	165,000	-	162,374	2,626
83923 Toolcat Utility Work Truck	55,000	55,000	-	55,000	-	59,147	(4,147)
83924 Transfer Station Walls & Covers	200,000	200,000	-	200,000	-	-	200,000
<b>Total Public Works:</b>	<b>14,953,541</b>	<b>13,884,227</b>	<b>1,069,314</b>	<b>14,953,541</b>	<b>552,245</b>	<b>13,171,736</b>	<b>1,229,561</b>

**Revenue/Expenditure Summary**

*Revenues*

*Expenses*

<u>Account and Description</u>	<u>Adjusted</u>			<u>Adjusted</u>			
	<u>Budget</u>	<u>Received</u>	<u>Balance</u>	<u>Budget</u>	<u>Encumbrance</u>	<u>Expenses</u>	<u>Balance</u>
General Government	2,983,214	2,983,214	-	2,983,214	66,883	2,673,327	243,004
Community Development	36,178,343	35,811,032	367,312	36,178,343	422,576	34,160,163	1,595,605
Public Safety	2,101,740	2,101,740	-	2,101,740	14,405	1,037,565	1,049,770
Community Services	7,639,401	7,125,391	514,010	7,639,401	25,776	7,267,830	345,796
Facilities Management	7,838,598	7,818,598	20,000	7,838,598	845,992	6,592,858	399,748
Public Works	14,953,541	13,884,227	1,069,314	14,953,541	552,245	13,171,736	1,229,561
<b>Grand Total:</b>	<b>\$ 71,694,839</b>	<b>\$ 69,724,204</b>	<b>\$ 1,970,636</b>	<b>\$ 71,694,839</b>	<b>\$ 1,927,877</b>	<b>\$ 64,903,479</b>	<b>\$ 4,863,483</b>

**Town of Mansfield**  
**Town Aid Road Fund**  
**Balance Sheet**  
**December 31, 2019**  
(with comparative totals for December 31, 2018)

	<u>2020</u>	<u>2019</u>
<b>Assets</b>		
Cash and Cash Equivalents	\$ <u>38,023</u>	\$ <u>164,686</u>
Total Assets	<u>38,023</u>	<u>164,686</u>
 <b>Liabilities and Fund Balance</b>		
Liabilities		
Accounts Payable	<u>-</u>	<u>-</u>
Total Liabilities	<u>-</u>	<u>-</u>
Fund Balance	<u>38,023</u>	<u>164,686</u>
Total Liabilities and Fund Balance	\$ <u>38,023</u>	\$ <u>164,686</u>

**Town of Mansfield**  
**Town Aid Road Fund**  
**Comparative Statement of Revenues, Expenditures**  
**and Changes in Fund Balance**  
**December 31, 2019**  
(with comparative totals for December 31, 2018)

	<b>Budget 2019/20</b>	<b>2020</b>	<b>Percent of Adopted Budget</b>	<b>2019</b>
<b>Revenues</b>				
State Grant	\$ 420,030	\$ -	0%	\$ 210,016
Services (Region 19 Parking Lots)	38,420	19,210	50%	18,817
Total Revenues	<u>458,450</u>	<u>19,210</u>	4%	<u>228,833</u>
<b>Expenditures</b>				
Salaries and Wages	125,000	51,566	41%	14,964
Equipment	65,000			
Supplies	225,000	64,428	29%	62,663
Equipment Rental	20,000		0%	
Total Expenditures	<u>435,000</u>	<u>115,994</u>	27%	<u>77,627</u>
Excess (Deficiency) of Revenues	23,450	(96,784)		151,206
Fund Balance, July 1	<u>134,807</u>	<u>134,807</u>		<u>13,480</u>
Fund Balance plus Cont. Capital, Dec 31	<u>\$ 158,257</u>	<u>\$ 38,023</u>		<u>\$ 164,686</u>

**Town of Mansfield**  
**Debt Service Fund**  
**Balance Sheet**  
**December 31, 2019**  
 (with comparative totals for December 31, 2018)

	<u>2020</u>	<u>2019</u>
<b>Assets</b>		
Cash and Cash Equivalents	\$ <u>320,984</u>	\$ <u>142,813</u>
Total Assets	<u><u>320,984</u></u>	<u><u>142,813</u></u>
<b>Liabilities and Fund Balance</b>		
Liabilities		
Accounts Payable	<u>-</u>	<u>-</u>
Total Liabilities	<u>-</u>	<u>-</u>
Fund Balance	<u>320,984</u>	<u>142,813</u>
Total Liabilities and Fund Balance	<u><u>\$ 320,984</u></u>	<u><u>\$ 142,813</u></u>

**Town of Mansfield  
Debt Service Fund  
Comparative Statement of Revenues, Expenditures  
and Changes in Fund Balance  
December 31, 2019**  
(with comparative totals for December 31, 2018)

	<b>Budget 2019/20</b>	<b>2020</b>	<b>Percent of Adopted Budget</b>	<b>2019</b>
<b>Operating Transfers</b>				
General Fund	\$ 410,250	\$ 205,125	50%	\$ 137,500
Sewer Fund	257,540			
Total Operating Transfers	<u>667,790</u>	<u>205,125</u>	31%	<u>137,500</u>
Total Rev & Oper Trans	<u>667,790</u>	<u>205,125</u>	31%	<u>137,500</u>
<b>Expenditures</b>				
Principal Payments	585,000	-	0%	-
Interest Payments	<u>317,266</u>	<u>50,820</u>	16%	<u>30,263</u>
Total Expenditures	<u>902,266</u>	<u>50,820</u>	6%	<u>30,263</u>
Excess (Deficiency) of Revenues	(234,476)	154,305		107,237
Fund Balance, July 1	<u>166,679</u>	<u>166,679</u>		<u>35,576</u>
Fund Balance plus Cont. Capital, Dec 31	<u>\$ (67,797)</u>	<u>\$ 320,984</u>		<u>\$ 142,813</u>

Town of Mansfield  
Debt Service Fund  
Estimated Revenues, Expenditures and Changes in Fund Balance

	16/17 Actual	17/18 Actual	18/19 Actual	19/20 Adopted	20/21 Projected
<b>Revenues:</b>					
Bond Premium			\$ 234,076		
Interest on Unspent Balance					
Total Revenues	-	-	234,076	-	-
Operating Transfers In - General Fund	285,000	285,000	275,000	410,250	630,000
Operating Transfers In - Sewer Oper Fund				257,540	251,250
Total Revenues and Operating Transfers In	285,000	285,000	509,076	667,790	881,250
<b>Expenditures:</b>					
Interest - Notes			10,586		
Principal Retirement - GOB 2011 & 2019	220,000	220,000	220,000	585,000	585,000
Interest - GOB 2011 & 2019	73,725	67,125	60,525	317,266	295,376
Issuance Costs (Notes & Bonds)			86,862		
Total Expenditures	293,725	287,125	377,973	902,266	880,376
Revenues and Other Financing Sources Over/(Under) Expend	(8,725)	(2,125)	131,103	(234,476)	874
Fund Balance, July 1	46,426	37,701	35,576	166,679	(67,797)
Fund Balance, June 30	\$ 37,701	\$ 35,576	\$ 166,679	\$ (67,797)	\$ (66,923)

Town of Mansfield  
Debt Service Fund  
Estimated Revenues, Expenditures and Changes in Fund Balance

	21/22 Projected	22/23 Projected	23/24 Projected	24/25 Projected	25/26 Projected	26/27 Projected
<b>Revenues:</b>						
Bond Premium						
Interest on Unspent Balance						
<b>Total Revenues</b>	-	-	-	-	-	-
Operating Transfers In - General Fund	630,000	610,000	600,000	550,000	520,000	300,000
Operating Transfers In - Sewer Oper Fund	243,750	236,250	228,750	221,250	213,750	209,250
<b>Total Revenues and Operating Transfers In</b>	873,750	846,250	828,750	771,250	733,750	509,250
<b>Expenditures:</b>						
Interest - Notes						
Principal Retirement - GOB 2011 & 2019	585,000	585,000	585,000	585,000	565,000	365,000
Interest - GOB 2011 & 2019	270,523	245,403	218,900	191,850	164,800	145,850
Issuance Costs (Notes & Bonds)						
<b>Total Expenditures</b>	855,523	830,403	803,900	776,850	729,800	510,850
Revenues and Other Financing Sources Over/(Under) Expend	18,227	15,847	24,850	(5,600)	3,950	(1,600)
Fund Balance, July 1	(66,923)	(48,696)	(32,849)	(7,999)	(13,599)	(9,649)
Fund Balance, June 30	\$ (48,696)	\$ (32,849)	\$ (7,999)	\$ (13,599)	\$ (9,649)	\$ (11,249)

Town of Mansfield  
Debt Service Fund  
Estimated Revenues, Expenditures and Changes in Fund Balance

	<u>27/18</u>	<u>28/29</u>	<u>29/30</u>	<u>30/31</u>	<u>31/32</u>	<u>32/33</u>
	<u>Projected</u>	<u>Projected</u>	<u>Projected</u>	<u>Projected</u>	<u>Projected</u>	<u>Projected</u>
<b>Revenues:</b>						
Bond Premium						
Interest on Unspent Balance						
Total Revenues	-	-	-	-	-	-
Operating Transfers In - General Fund	300,000	290,000	290,000	280,000	280,000	270,000
Operating Transfers In - Sewer Oper Fund	204,750	200,250	195,750	191,250	186,750	182,250
Total Revenues and Operating Transfers In	504,750	490,250	485,750	471,250	466,750	452,250
<b>Expenditures:</b>						
Interest - Notes						
Principal Retirement - GOB 2011 & 2019	365,000	370,000	370,000	370,000	370,000	370,000
Interest - GOB 2011 & 2019	134,900	123,950	112,850	101,750	90,650	79,550
Issuance Costs (Notes & Bonds)						
Total Expenditures	499,900	493,950	482,850	471,750	460,650	449,550
Revenues and Other Financing Sources Over/(Under) Expend	4,850	(3,700)	2,900	(500)	6,100	2,700
Fund Balance, July 1	(11,249)	(6,399)	(10,099)	(7,199)	(7,699)	(1,599)
Fund Balance, June 30	\$ (6,399)	\$ (10,099)	\$ (7,199)	\$ (7,699)	\$ (1,599)	\$ 1,101

Town of Mansfield  
Debt Service Fund  
Estimated Revenues, Expenditures and Changes in Fund Balance

	33/34 Projected	34/35 Projected	35/36 Projected	36/37 Projected	37/38 Projected	38/39 Projected
<b>Revenues:</b>						
Bond Premium						
Interest on Unspent Balance						
Total Revenues	-	-	-	-	-	-
Operating Transfers In - General Fund	260,000	250,000	250,000	240,000	240,000	230,000
Operating Transfers In - Sewer Oper Fund	177,750	173,250	168,750	164,250	159,570	154,870
Total Revenues and Operating Transfers In	437,750	423,250	418,750	404,250	399,570	384,870
<b>Expenditures:</b>						
Interest - Notes						
Principal Retirement - GOB 2011 & 2019	370,000	370,000	370,000	370,000	370,000	370,000
Interest - GOB 2011 & 2019	68,450	57,350	46,250	35,150	23,588	12,025
Issuance Costs (Notes & Bonds)						
Total Expenditures	438,450	427,350	416,250	405,150	393,588	382,025
Revenues and Other Financing Sources Over/(Under) Expend	(700)	(4,100)	2,500	(900)	5,982	2,845
Fund Balance, July 1	1,101	401	(3,699)	(1,199)	(2,099)	3,883
Fund Balance, June 30	\$ 401	\$ (3,699)	\$ (1,199)	\$ (2,099)	\$ 3,883	\$ 6,728

**Town of Mansfield**  
**Solid Waste Disposal Fund**  
**Balance Sheet**  
**December 31, 2019**  
(with comparative totals for December 31, 201)

	<b>2020</b>	<b>2019</b>
<b>Current Assets</b>		
Cash and Cash Equivalents	\$ 869,086	\$ 664,074
Accounts Receivable, net	15	15
Total Current Assets	869,101	664,089
<b>Fixed Assets</b>		
Land	8,500	8,500
Buildings & Equipment	928,266	664,129
Less: Accumulated Depreciation	(500,323)	(461,935)
Total Fixed Assets	436,443	210,694
Total Assets	1,305,544	874,783
<b>Liabilities and Retained Earnings</b>		
<b>Current Liabilities</b>		
Accounts Payable	-	-
Accrued Compensated Absences	13,487	14,895
Deferred Revenue	-	-
Refundable Deposits	3,829	4,364
Accrued Payroll	-	-
Sales Tax Payable	(1,670)	25
Total Current Liabilities	15,646	19,284
<b>Long-Term Liabilities</b>		
Landfill Postclosure Costs	64,000	68,000
Total Long-Term Liabilities	64,000	68,000
Total Liabilities	79,646	87,284
Retained Earnings	1,225,898	787,499
Total Liabilities and Fund Balance	\$ 1,305,544	\$ 874,783

**Town of Mansfield  
Solid Waste Disposal Fund  
Comparative Statement of Revenues, Expenditures  
and Changes in Fund Balance  
December 31, 2019**

(with comparative totals for December 31, 2018)

	<b>Budget 2019/20</b>	<b>2020</b>	<b>Percent of Adopted Budget</b>	<b>2019</b>
<b>Revenues</b>				
Garbage Collection Fees	\$ 1,158,470	\$ 639,932	55%	\$ 631,322
Transfer Station Fees	125,000	63,300	51%	65,503
Sale of Recyclables	2,600	2,679	103%	4,352
Scrap Metals	15,000	8,075	54%	10,565
Other Revenues	8,650	5,685	66%	4,814
Fee Waivers	5,400	1,632	-	2,088
<b>Total Revenues</b>	<b>1,315,120</b>	<b>721,303</b>	<b>55%</b>	<b>718,644</b>
<b>Expenditures</b>				
Salaries & Benefits	254,870	122,528	48%	118,842
Contract Pickup	627,600	260,216	41%	255,874
Hauler's Tipping Fees	213,300	81,932	38%	81,592
Equipment - Rolling Stock	0	-		180,000
Equipment Parts/Other	3,750	-	0%	
Mansfield Tipping Fees	65,900	25,054	38%	25,094
Supplies & Services	56,190	25,573	46%	114,404
Recycle Cost	53,400	20,455	38%	5,585
Hazardous Waste	19,800	-	0%	
Depreciation Expense	50,000		0%	
Construction Costs	200,000		0%	
Energy	6,500	594	9%	
Trucking Fee	3,360	600	18%	
<b>Total Expenditures</b>	<b>1,554,670</b>	<b>536,952</b>	<b>35%</b>	<b>781,391</b>
Net Income (Loss)	(239,550)	184,351		(62,747)
Retained Earnings, July 1	1,041,547	1,041,547		850,246
Retained Earnings, Dec 31	\$ 801,997	\$ 1,225,898		\$ 787,499

**Town of Mansfield**  
**Health Insurance Fund**  
**Balance Sheet**  
**December 31, 2019**  
(with comparative totals for December 31, 2018)

	<u>2020</u>	<u>2019</u>
<b>Assets</b>		
Cash and cash equivalents	\$ 6,335,014	\$ 5,658,871
Total Assets	<u>6,335,014</u>	<u>5,658,871</u>
<b>Liabilities and Fund Equity</b>		
Liabilities		
Accrued Medical Claims	512,000	578,300
Deferred Revenue	<u>4,000</u>	<u>12,000</u>
Total Liabilities	<u>516,000</u>	<u>590,300</u>
Fund Balance		
Fund Balance - Available	<u>5,819,014</u>	<u>5,068,571</u>
Total Fund Balance	<u>5,819,014</u>	<u>5,068,571</u>
Total Liabilities and Fund Balance	<u>\$ 6,335,014</u>	<u>\$ 5,658,871</u>

**Town of Mansfield**  
**Health Insurance Fund**  
**Comparative Statement of Revenues, Expenditures**  
**and Changes in Fund Balance**  
**December 31, 2019**  
(with comparative totals for December 31, 2018)

	<u>Budget</u> <u>2019/20</u>	<u>2020</u>	<u>Percent of</u> <u>Adopted</u> <u>Budget</u>	<u>2019</u>
<b>Revenues</b>				
Premium Income	\$ 8,486,500	\$ 4,244,768	50%	\$ 4,621,562
Interest Income	40,000	23,155	58%	22,512
Total Revenues	<u>8,526,500</u>	<u>4,267,923</u>	50%	<u>4,644,074</u>
<b>Expenditures</b>				
Medical claims	7,577,440	3,389,929	45%	3,251,201
Administrative expenses	481,140	188,218	39%	258,601
H.S.A Contributions	581,640	32,543	6%	76,649
Employee Wellness Program	102,700	3,658	4%	3,027
Payment in lieu of Insurance	96,000	47,030	49%	48,040
Payroll	77,820	69,543	89%	34,750
Medical Supplies	45,000	6,186	14%	16,398
Consultants	35,000	50,784	145%	7,849
PPACA Fee	-	-	0%	-
LAN/WAN Expenditures	10,000	5,000	0%	-
Medical Pension Trust Fund	500,000	-	0%	-
Total Expenditures	<u>9,506,740</u>	<u>3,792,891</u>	40%	<u>3,696,515</u>
Excess (Deficiency) of Revenues	(980,240)	475,032		947,559
Fund Balance, July 1	<u>5,343,982</u>	<u>5,343,982</u>		<u>4,121,012</u>
Fund Balance plus Cont. Capital	<u>\$ 4,363,742</u>	<u>\$ 5,819,014</u>		<u>\$ 5,068,571</u>

**ANTHEM BLUE CROSS MONTHLY CLAIMS  
FISCAL YEAR BASIS**

<b>MONTH</b>	<b>FY09/10</b>	<b>FY10/11</b>	<b>FY11/12</b>	<b>FY12/13</b>	<b>FY13/14</b>	<b>FY 14/15</b>	<b>FY 15/16</b>	<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>Average '10-'20</b>	<b>5 Yr. Average FY'16-'20</b>
JULY	534,203	667,615	410,100	471,363	548,338	726,844	670,831	624,986	635,511	677,529	598,615	596,903	641,495
AUGUST	520,970	583,042	443,808	576,008	571,304	642,551	543,358	559,616	693,352	637,797	477,734	568,140	582,372
SEPTEMBER	438,428	320,452	475,683	386,452	438,160	807,550	585,211	526,981	580,713	448,658	373,235	489,229	502,960
OCTOBER	518,768	524,875	429,967	526,558	480,679	804,719	601,860	730,529	626,574	487,416	580,592	573,867	611,595
NOVEMBER	461,484	371,112	419,740	468,559	532,440	699,223	636,890	593,143	494,144	619,810	746,713	549,387	585,997
DECEMBER	368,522	502,648	451,734	429,097	488,762	962,302	591,806	818,113	706,518	546,872	745,602	601,089	665,827
JANUARY	389,841	497,371	461,600	596,583	684,680	204,233	662,815	634,365	560,142	505,673		519,730	590,749
FEBRUARY	497,159	550,094	480,989	525,952	678,239	916,556	672,054	495,084	581,428	466,497		586,405	553,766
MARCH	519,594	600,223	503,600	613,319	618,690	1,077,897	703,019	583,507	523,374	486,400		622,962	574,075
APRIL	517,452	513,677	461,016	512,034	588,271	703,022	768,447	484,549	525,605	521,710		559,578	575,078
MAY	346,650	398,403	557,547	662,586	522,070	509,140	566,735	457,160	554,640	670,668		524,560	562,301
JUNE	465,244	483,975	468,241	494,196	595,866	648,834	614,551	484,562	776,142	572,111		560,372	611,842
<b>ANNUAL TOTAL</b>	<b>5,578,314</b>	<b>6,013,488</b>	<b>5,564,023</b>	<b>6,262,708</b>	<b>6,747,500</b>	<b>8,702,872</b>	<b>7,617,578</b>	<b>6,992,596</b>	<b>7,258,143</b>	<b>6,641,141</b>	<b>3,522,491</b>	<b>6,737,836</b>	<b>7,127,365</b>
<b>MONTHLY AVG</b>	<b>464,860</b>	<b>501,124</b>	<b>463,669</b>	<b>521,892</b>	<b>562,292</b>	<b>725,239</b>	<b>634,798</b>	<b>582,716</b>	<b>604,845</b>	<b>553,428</b>	<b>587,082</b>	<b>562,685</b>	<b>588,171</b>
<b>% OF INCREASE</b>	<b>0.6%</b>	<b>7.8%</b>	<b>-7.5%</b>	<b>12.6%</b>	<b>7.7%</b>	<b>29.0%</b>	<b>-12.5%</b>	<b>-8.2%</b>	<b>3.8%</b>	<b>-8.5%</b>	<b>6.1%</b>	<b>1.67%</b>	<b>6.28%</b>

**Town of Mansfield**  
**Workers' Compensation Fund**  
**Balance Sheet**  
**December 31, 2019**  
(with comparative totals for December 31, 2018)

	<u>2020</u>	<u>2019</u>
<b>Assets</b>		
Cash and Cash Equivalents	\$ 113,134	\$ 54,625
Accounts Receivable	-	-
Prepaid Expenditures	-	-
	<u>113,134</u>	<u>54,625</u>
<b>Total Assets</b>	<u>113,134</u>	<u>54,625</u>
<b>Liabilities and Fund Balance</b>		
<b>Liabilities</b>		
Accounts Payable	-	-
	<u>-</u>	<u>-</u>
<b>Total Liabilities</b>	<u>-</u>	<u>-</u>
Retained Earnings	113,134	54,625
	<u>113,134</u>	<u>54,625</u>
<b>Total Liabilities and Fund Balance</b>	<u>\$ 113,134</u>	<u>\$ 54,625</u>

**Town of Mansfield  
Workers' Compensation Fund  
Comparative Statement of Revenues, Expenditures  
and Changes in Fund Balance  
December 31, 2019**  
(with comparative totals for December 31, 2018)

	<u>Budget 2019/20</u>	<u>2020</u>	<u>Percent of Adopted Budget</u>	<u>2019</u>
<b>Revenues</b>				
Premium Income	\$ 453,000	\$ 230,100	51%	\$ 216,905
CIRMA Equity Distribution	30,000	-	0%	-
Total Revenues	<u>483,000</u>	<u>230,100</u>	48%	<u>216,905</u>
<b>Expenditures</b>				
Workers' Compensation Insurance	512,930	224,075	44%	293,618
Total Expenditures	<u>512,930</u>	<u>224,075</u>	44%	<u>293,618</u>
Net Income (Loss)	(29,930)	6,025		(76,713)
Retained Earnings, July 1	<u>107,109</u>	<u>107,109</u>		<u>131,338</u>
Retained Earnings, Dec 31	<u>\$ 77,179</u>	<u>\$ 113,134</u>		<u>\$ 54,625</u>

**Town of Mansfield**  
**Management Services Fund**  
**Balance Sheet**  
**As of December 31, 2019**  
(with comparative totals for December 31, 2018)

	<u>2020</u>	<u>2019</u>
<b>Current Assets</b>		
Cash and Cash Equivalents	\$ 1,133,260	\$ 1,280,867
Due From Region/Town	-	-
Accounts Receivable, net	-	-
	<u>1,133,260</u>	<u>1,280,867</u>
Total Current Assets		
	<u>1,133,260</u>	<u>1,280,867</u>
<b>Fixed Assets</b>		
Land	145,649	145,649
Buildings	226,679	226,679
Office Equipment	2,747,178	2,813,550
Construction in Progress	-	-
Less: Accumulated Depreciation	<u>(1,813,751)</u>	<u>(1,732,944)</u>
	<u>1,305,755</u>	<u>1,452,934</u>
Total Fixed Assets		
	<u>1,305,755</u>	<u>1,452,934</u>
Total Assets	<u>\$ 2,439,015</u>	<u>\$ 2,733,801</u>
<b>Liabilities and Retained Earnings</b>		
<b>Liabilities</b>		
Accounts Payable	<u>-</u>	<u>-</u>
	<u>-</u>	<u>-</u>
Total Liabilities		
	<u>-</u>	<u>-</u>
<b>Equity</b>		
Contributed Capital	146,000	146,000
Retained Earnings	<u>2,293,015</u>	<u>2,587,801</u>
	<u>2,439,015</u>	<u>2,733,801</u>
Total Equity		
	<u>2,439,015</u>	<u>2,733,801</u>
Total Liabilities and Fund Balance	<u>\$ 2,439,015</u>	<u>\$ 2,733,801</u>

**Town of Mansfield**  
**Management Services Fund**  
**Statement of Revenues, Expenditures**  
**and Changes in Retained Earnings**  
**December 31, 2019**  
**(with comparative totals for December 31, 2018)**

	<b>Budget</b>		<b>Percent of</b>	
	<b>2019/20</b>	<b>2020</b>	<b>Adopted</b>	<b>2019</b>
			<b>Budget</b>	
<b>Revenues</b>				
Copier Service Fees	\$ 175,000	\$ 89,007	50.9%	\$ 88,438
Communication Service Fees	217,500	109,705	50.4%	110,028
Energy Service Fees	1,489,900	744,400	50.0%	769,762
Postage Fees	55,000	32,950	59.9%	32,480
Shared Finance Fees	927,830	457,135	49.3%	-
Shared Info. Technology Fees	572,930	291,545	50.9%	-
Rent Telecom Towers	185,000	100,387	54.3%	79,319
Universal Services Fund	26,100	-		-
<b>Total Revenues</b>	<b>3,649,260</b>	<b>1,825,129</b>		<b>1,080,027</b>
<b>Expenditures</b>				
Salaries & Benefits	1,468,960	597,020	40.6%	4,816
Repairs & Maintenance	24,600	10,577	43.0%	10,336
Professional & Technical	127,720	55,264	43.3%	87,500
System Support	198,150	133,657	67.5%	17,735
Copier Maintenance Fees	95,000	50,633	53.3%	42,769
Communication Equipment	25,710	2,157	8.4%	43,691
Supplies and Software Licensing	11,050	2,710	24.5%	-
Equipment	385,000	132,782	34.5%	66,696
Energy	1,567,200	627,400	40.0%	549,856
Postage	50,000	22,614	45.2%	16,107
Miscellaneous	-	-		5,277
<b>Sub-Total Expenditures</b>	<b>3,953,390</b>	<b>1,634,814</b>	<b>41.4%</b>	<b>844,783</b>
Depreciation	130,850	-		-
Equipment Capitalized	(366,290)	-		(41,691)
<b>Total Expenditures</b>	<b>3,717,950</b>	<b>1,634,814</b>	<b>44.0%</b>	<b>803,092</b>
Net Income (Loss)	(68,690)	190,315		276,935
Retained Earnings, July 1	2,248,700	2,248,700		2,456,866
Retained Earnings, June 30	\$ 2,180,010	\$ 2,439,015		\$ 2,733,801

**Town of Mansfield  
Transit Services Fund  
Balance Sheet  
December 31, 2019**

	<b>Intermodal Center 2020</b>	<b>WRTD 2020</b>	<b>Total 2020</b>
	<u>          </u>	<u>          </u>	<u>          </u>
<b>Assets</b>			
Cash and Cash Equivalents	\$ 138,378	\$ 24,400	\$ 162,778
Accounts Receivable	<u>          -</u>	<u>          -</u>	<u>          -</u>
 Total Assets	<u>          138,378</u>	<u>          24,400</u>	<u>          162,778</u>
 <b>Liabilities and Fund Balance</b>			
<b>Liabilities</b>			
Accounts Payable	<u>          -</u>	<u>          -</u>	<u>          -</u>
 Total Liabilities	<u>          -</u>	<u>          -</u>	<u>          -</u>
 Fund Balance	<u>          138,378</u>	<u>          24,400</u>	<u>          162,778</u>
 Total Liabilities and Fund Balance	<u>          \$ 138,378</u>	<u>          \$ 24,400</u>	<u>          \$ 162,778</u>

**Town of Mansfield  
Transit Services Fund - Combined  
Comparative Statement of Revenues, Expenditures  
and Changes in Fund Balance  
December 31, 2019**

	<b>Intermodal Center 2020</b>	<b>WRTD 2020</b>	<b>Total 2020</b>
	<u>          </u>	<u>          </u>	<u>          </u>
<b>Revenues</b>			
Rental Income	\$ 6,864	\$ -	\$ 6,864
Total Revenues	<u>6,864</u>	<u>-</u>	<u>6,864</u>
<b>Expenditures</b>			
Salaries & Benefits	13,256	-	13,256
Purchased Property Services	-	-	-
Professional & Technical Services	220	-	220
Repairs & Maintenance	-	-	-
Insurance	-	-	-
Other Purchased Services	7,808	-	7,808
Equipment	-	-	-
Materials and Supplies	1,433	-	1,433
Energy	186	-	186
Depreciation Expense	-	-	-
Incentive Fee	-	-	-
Other General Expense	4,072	-	4,072
Dial-A-Ride	-	18,953	18,953
WRTD - Windham Reg Transit District	-	34,457	34,457
WRTD - Pre-Paid Fare	-	396	396
WRTD - Disable Transport	-	9,407	9,407
Total Expenditures	<u>26,975</u>	<u>63,213</u>	<u>90,188</u>
<b>Operating Transfers</b>			
Transfer Out - Capital Projects Fund	-	-	-
Transfer In - General Fund	-	65,085	65,085
Transfer In - Capital Projects Fund	40,000	-	40,000
Total Operating Transfers	<u>40,000</u>	<u>65,085</u>	<u>105,085</u>
Excess (Deficiency) of Revenues	19,889	1,872	21,761
Fund Balance, July 1	<u>118,489</u>	<u>22,528</u>	<u>141,017</u>
Fund Balance plus Cont. Capital, Dec 31	<u>\$ 138,378</u>	<u>\$ 24,400</u>	<u>\$ 162,778</u>

**Town of Mansfield  
Cemetery Fund  
Balance Sheet  
December 31, 2019**  
(with comparative totals for December 31, 2018)

	<u>2020</u>	<u>2019</u>
<b>Assets</b>		
Cash and Cash Equivalents	\$ 41,871	\$ 50,536
Investments	<u>240,251</u>	<u>211,906</u>
<b>Total Assets</b>	<u><u>282,122</u></u>	<u><u>262,442</u></u>
<b>Liabilities and Fund Balance</b>		
<b>Liabilities</b>		
Accrued Payroll	-	-
Accounts Payable	<u>-</u>	<u>-</u>
<b>Total Liabilities</b>	<u>-</u>	<u>-</u>
<b>Fund Balance</b>		
Reserve for Perpetual Care	250,000	250,000
Reserve for Non-Expendable Trust	1,200	1,200
Unreserved	<u>30,922</u>	<u>11,242.00</u>
<b>Total Fund Balance</b>	<u>282,122</u>	<u>262,442</u>
<b>Total Liabilities and Fund Balance</b>	<u><u>\$ 282,122</u></u>	<u><u>\$ 262,442</u></u>

**Town of Mansfield  
Cemetery Fund  
Comparative Statement of Revenues, Expenditures  
and Changes in Fund Balance  
December 31, 2019**  
(with comparative totals for December 31, 2018)

	<b>Budget 2019/20</b>	<b>2020</b>	<b>Percent of Adopted Budget</b>	<b>2019</b>
<b>Revenues</b>				
Investment Income	\$ 6,500	\$ 1,490	23%	\$ -
Unrealized Gain/Loss on Investments	-	8,800	#DIV/0!	-
Sale of Plots	2,400	700	29%	-
Other	2,000		0%	-
Total Revenues	<u>10,900</u>	<u>10,990</u>	101%	<u>-</u>
<b>Operating Transfers</b>				
Transfer from General Fund	<u>20,000</u>	<u>10,000</u>	50%	<u>10,000</u>
Total Operating Transfers	<u>20,000</u>	<u>10,000</u>	50%	<u>10,000</u>
Total Rev & Oper Transfers	<u>30,900</u>	<u>20,990</u>	68%	<u>10,000</u>
<b>Expenditures</b>				
Salaries	6,000	3,606	60%	2,680
Cemetery Maintenance	12,000	-	0%	4,350
Outdoor Maintenance (Mowing)	13,200	7,380	56%	7,645
Total Expenditures	<u>31,200</u>	<u>10,986</u>	35%	<u>14,675</u>
Excess (Deficiency) of Revenues	(300)	10,004		(4,675)
Fund Balance, July 1	<u>272,118</u>	<u>272,118</u>		<u>267,117</u>
Fund Balance, Dec. 31	<u>\$ 271,818</u>	<u>\$ 282,122</u>		<u>\$ 262,442</u>

**TOWN OF MANSFIELD  
INVESTMENT POOL  
AS OF DECEMBER 31, 2019**

	MARKET VALUE JUN 30, 2019	MARKET VALUE SEP 30, 2019	MARKET VALUE DEC 31, 2019	MARKET VALUE MAR 31, 2020	MARKET VALUE JUN 30, 2020	FISCAL 18/19 CHANGE IN VALUE
<b><u>BOND FUNDS:</u></b>						
<b><u>T. ROWE PRICE</u></b>						
U.S. TREASURY LONG	107,117.75	115,616.72	110,515.89			8,498.97
<b><u>VANGUARD INVESTMENTS</u></b>						
GNMA FUND	122,843.21	124,633.95	125,195.85			1,790.74
<b>TOTAL BOND FUNDS</b>	<b>229,960.96</b>	<b>240,250.67</b>	<b>235,711.74</b>			<b>10,289.71</b>
<b>TOTAL INVESTMENTS</b>	<b>229,960.96</b>	<b>240,250.67</b>	<b>235,711.74</b>			<b>10,289.71</b>

**Eastern Highlands Health District**  
**General Fund**  
**Balance Sheet**  
**December 31, 2019**  
 (with comparative totals for December 31, 2018)

	<u>2020</u>	<u>2019</u>
<b>Assets</b>		
Cash and Cash Equivalents	\$ <u>506,698</u>	\$ <u>428,648</u>
Total Assets	<u>506,698</u>	<u>428,648</u>
<b>Liabilities and Fund Balance</b>		
Liabilities		
Accounts Payable	<u>-</u>	<u>-</u>
Total Liabilities	<u>-</u>	<u>-</u>
Fund Balance	<u>506,698</u>	<u>428,648</u>
Total Liabilities and Fund Balance	\$ <u>506,698</u>	\$ <u>428,648</u>

**Eastern Highlands Health District  
General Fund  
Comparative Statement of Revenues, Expenditures  
and Changes in Fund Balance  
December 31st, 2019**

(with comparative totals for December 31, 2018)

	<b>Adopted</b>	<b>Amended</b>	<b>Estimated</b>	<b>Percent of</b>		
	<b>Budget</b>	<b>Budget</b>	<b>Actuals</b>	<b>2020</b>	<b>Adopted</b>	<b>2019</b>
	<b>2019/20</b>	<b>2019/20</b>	<b>2019/20</b>		<b>Budget</b>	
<b>Revenues</b>						
Member Town Contributions	\$ 437,590	\$ 437,590	437,590	\$ 218,800	50.0%	\$ 214,630
State Grants	119,990	119,990	134,429	134,429	112.0%	133,327
Septic Permits	52,840	52,840	52,840	26,215	49.6%	30,145
Well Permits	13,890	13,890	13,890	7,080	51.0%	9,375
Soil Testing Service	35,610	35,610	35,610	21,150	59.4%	19,710
Food Protection Service	77,340	77,340	77,340	8,890	11.5%	9,558
B100a Reviews	29,680	29,680	29,680	14,675	49.4%	15,870
Septic Plan Reviews	31,750	31,750	31,750	17,030	53.6%	17,320
Other Health Services	4,681	4,681	4,681	9,106	194.5%	1,306
Miscellaneous	6,800	6,800	6,800			
Appropriation of Fund Balance	26,211	26,211	11,772	-	0.0%	-
<b>Total Revenues</b>	<b>836,382</b>	<b>836,382</b>	<b>836,382</b>	<b>457,374</b>	<b>54.7%</b>	<b>451,241</b>
<b>Expenditures</b>						
Salaries & Wages	585,660	585,660	585,660	251,292	42.9%	279,584
Grant Deductions	(40,938)	(40,938)	(40,938)	(23,512)	57.4%	(48,803)
Benefits	187,270	187,270	187,270	90,521	48.3%	105,244
Miscellaneous Benefits	8,360	8,360	8,360	5,405	64.6%	2,494
Insurance	15,800	15,800	15,800	6,474	41.0%	6,725
Professional & Technical Services	16,020	16,020	16,020	16,561	103.4%	7,298
Vehicle Repairs & Maintenance	3,200	3,200	3,200	964	30.1%	1,141
Health Reg*Admin Overhead	29,170	29,170	29,170	14,585	50.0%	14,060
Other Purchased Services	19,640	19,640	19,640	17,719	90.2%	9,595
Other Supplies	5,600	5,600	5,600	2,366	42.2%	2,416
Equipment - Minor	3,600	3,600	3,600	597	16.6%	920
<b>Total Expenditures</b>	<b>833,382</b>	<b>833,382</b>	<b>833,382</b>	<b>382,970</b>	<b>46.0%</b>	<b>380,673</b>
<b>Operating Transfers</b>						
Transfer to CNR Fund	3,000	3,000	3,000	-	0.0%	-
<b>Total Exp &amp; Oper Trans</b>	<b>836,382</b>	<b>836,382</b>	<b>836,382</b>	<b>382,970</b>	<b>45.8%</b>	<b>380,673</b>
Excess (Deficiency) of Revenues	-	-	-	74,403		70,567
Fund Balance, July 1	432,295	432,295	432,295	432,295		358,081
Fund Balance plus Cont. Capital, Dec. 31	\$ 432,295	\$ 432,295	432,295	\$ 506,698		\$ 428,648

**Eastern Highlands Health District**  
**Capital Non-Recurring Fund**  
**Balance Sheet**  
**December 31, 2019**  
(with comparative totals for December 31, 2018)

	<u>2020</u>	<u>2019</u>
<b>Assets</b>		
Cash and Cash Equivalents	\$ 119,980	\$ 128,780
Total Assets	<u>119,980</u>	<u>128,780</u>
<b>Liabilities and Fund Balance</b>		
Liabilities		
Accounts Payable	<u>-</u>	<u>-</u>
Total Liabilities	<u>-</u>	<u>-</u>
Fund Balance	<u>119,980</u>	<u>128,780</u>
Total Liabilities and Fund Balance	<u>\$ 119,980</u>	<u>\$ 128,780</u>

**Eastern Highlands Health District  
Capital Non-Recurring Fund  
Comparative Statement of Revenues, Expenditures  
and Changes in Fund Balance  
December 31, 2019  
(with comparative totals for December 31, 2018)**

	<u>2020</u>	<u>2019</u>
<b>Revenues</b>		
General Fund	\$ -	\$ 1,910
Total Revenues	<u>-</u>	<u>1,910</u>
<b>Operating Transfers</b>		
General Fund	<u>-</u>	<u>-</u>
Total Operating Transfers	<u>-</u>	<u>-</u>
Total Rev & Oper Trans	<u>-</u>	<u>1,910</u>
<b>Expenditures</b>		
Professional & Technical Services	-	-
Office Equipment	<u>11,800</u>	<u>-</u>
Total Expenditures	<u>11,800</u>	<u>-</u>
Excess (Deficiency) of Revenues	(11,800)	1,910
Fund Balance, July 1	<u>131,780</u>	<u>126,870</u>
Fund Balance plus Cont. Capital, Dec. 31	<u>\$ 119,980</u>	<u>\$ 128,780</u>

**Mansfield Downtown Partnership**  
**Statement of Financial Position**  
**December 31, 2019**  
(with comparative totals for December 31, 2018)

	<b>2020</b>	<b>2019</b>
<b>Assets</b>		
Cash & Cash Equivalents	\$ 405,580	\$ 260,862
Accounts Receivable	100	-
Total Assets	405,680	260,862
<b>Liabilities</b>		
Accrued Payroll		
Accounts Payable	-	67
Due to Mansfield	-	-
Total Liabilities	-	67
<b>Fund Balance</b>		
Contributed Capital	51,440	51,440
Unreserved	354,240	209,355
Total Fund Balance	405,680	260,795
Total Liabilities and Fund Balance	\$ 405,680	\$ 260,862

**Mansfield Downtown Partnership  
Statement of Revenues, Expenditures and  
Changes in Fund Balance**

	<u>Actual</u> <u>2013/14</u>	<u>Actual</u> <u>2014/15</u>	<u>Actual</u> <u>2015/16</u>	<u>Actual</u> <u>2016/17</u>	<u>Actual</u> <u>2017/18</u>	<u>Actual</u> <u>2018/19</u>	<u>Budget</u> <u>2019/20</u>	<b>50%</b> <b>Actual</b> <b>Dec. 31</b>	<b>Percent of</b> <b>Adopted</b> <b>Budget</b>
<b>Revenues</b>									
Intergovernmental									
Mansfield General Fund/CNR	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 132,000	\$ 132,000	\$ 150,000	\$ 75,000	50%
Uconn	125,000	125,000	125,000	125,000	132,000	132,000	150,000	150,000	100%
Event Fees					20,000	-	14,000	1,170	8%
Charges for Services	-	-	-	-	22,000	22,000	22,000	16,000	73%
Membership Fees	19,680	15,490	19,645	16,673	18,115	16,110			
<b>Total Revenues</b>	<u>269,680</u>	<u>265,490</u>	<u>269,645</u>	<u>266,673</u>	<u>324,115</u>	<u>302,110</u>	<u>336,000</u>	<u>242,170</u>	<u>99%</u>
<b>Operating Expenditures</b>									
Town Square Contribution	100,000	-	-	-	-	-			
Salaries and Benefits	188,736	196,111	209,272	214,666	232,268	233,574	265,770	125,579	47%
Professional & Technical	22,937	15,909	21,969	28,845	22,280	21,175	22,370	5,485	25%
Office Rental	9,344	12,660	13,230	13,200	13,464	13,464	13,730	6,864	50%
Insurance	2,950	3,780	3,900	4,017	4,031	736	1,600	3,827	239%
Purchased Services	9,253	9,625	11,505	9,714	14,315	12,276	12,470	5,096	41%
Supplies & Services	3,768	644	1,280	1,277	679	640	850	459	54%
Contingency	-	-	-	-	-	-	20,000	-	
<b>Total Operating Expenditures</b>	<u>336,989</u>	<u>238,730</u>	<u>261,156</u>	<u>271,719</u>	<u>287,037</u>	<u>281,865</u>	<u>336,790</u>	<u>147,310</u>	<u>44%</u>
Operating Income/(Loss)	(67,309)	26,760	8,489	(5,046)	37,078	20,245	(790)	94,860	
Fund Balance, July 1	290,603	223,294	250,054	258,543	253,497	290,575	310,820	310,820	
Fund Balance, End of Period	<u>\$ 223,294</u>	<u>\$ 250,054</u>	<u>\$ 258,543</u>	<u>\$ 253,497</u>	<u>\$ 290,575</u>	<u>\$ 310,820</u>	<u>\$ 310,030</u>	<u>\$ 405,680</u>	
<b>Contribution Recap</b>									
	<u>Actual</u> <u>2013/14</u>	<u>Actual</u> <u>2014/15</u>	<u>Actual</u> <u>2015/16</u>	<u>Actual</u> <u>2016/17</u>	<u>Actual</u> <u>2017/18</u>	<u>Actual</u> <u>2018/19</u>	<u>Budget</u> <u>2019/20</u>	<u>Actual</u> <u>Dec. 31</u>	
Mansfield	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 132,000	\$ 132,000	\$ 150,000	\$ 75,000	
UCONN	125,000	125,000	125,000	125,000	132,000	132,000	150,000	150,000	
<b>Total Contributions</b>	<u>\$ 250,000</u>	<u>\$ 250,000</u>	<u>\$ 250,000</u>	<u>\$ 250,000</u>	<u>\$ 264,000</u>	<u>\$ 264,000</u>	<u>\$ 300,000</u>	<u>\$ 225,000</u>	

270 Fund Analysis						
2/5/2020						
			Balance			Balance
	Activity	Responsible	7/1/2019	Revenues	Expenditures	2/5/2020
11155	Goodwin Bequest	Town Manager/Council	5,769.68	-	-	5,769.68
12120	Mansfield Uniform Shirts	T. Smith	34.45	105.75	(105.75)	34.45
15110	Historic Document Preservation	S. Chaine	16,286.06	11,314.00	(1,144.16)	26,455.90
16404	Property Revaluation	C. Trahan	59,500.68	12,500.00	(39,857.45)	32,143.23
21308	Neuter Assist/Education Fund	N. Nielsen	1,270.21	1.00	-	1,271.21
21309	Animal Shelter Donations	N. Nielsen	645.36	-	-	645.36
22130	Mansfield Fire Donations	F. Raiola	535.00	1,062.75	(788.88)	808.87
22201	Ambulance Services	F. Raiola/C. Trahan	6,651.04	274,244.70	(59,632.83)	221,262.91
23113	FM Global Fire Prevention Grant	F. Raiola	24.81	-	-	24.81
30805	Permitting/Enforcement Software	M. Ninteau/L. Painter	1,981.81	10,539.00	-	12,520.81
30901	Maintenance-Sale of property	A. Corsen	4,141.70	126.80	-	4,268.50
40360	Town Square Activities	C. vanZelm	8,630.44	1,086.10	(5,467.84)	4,248.70
40370	Downtown Partnership	C. vanZelm	1,017.87	1,300.00	(1,603.34)	714.53
40372	MDP - Festival on the Green	C. vanZelm	7,878.87	14,730.00	(17,650.74)	4,958.13
40376	Holiday DUI Enforcement	Sgt Timme	-	22,158.50	(23,300.81)	(1,142.31)
40380	Underage Drinking Grant	Sgt Timme	-	9,969.96	(12,863.51)	(2,893.55)
40381	Neighborhood Assist.Act-Energy	L. Painter	13,596.47	-	(5,000.00)	8,596.47
40382	Neighborhood Assist.Act-Water Harvest	L. Painter	36,144.71	-	-	36,144.71
40383	Click It or Ticket Program	Sgt Timme	607.84	-	-	607.84
40389	Special Events - Private Duty	C. vanZelm	5,074.46	2,400.00	-	7,474.46
40390	Town Square Concert Series	C. vanZelm	7,055.72	7,500.00	(5,667.35)	8,888.37
40391	Paterson Square Events	C. vanZelm	222.61	40.00	(2.29)	260.32
40397	Beautification Committee	Town Manager	420.65	-	-	420.65
40398	Mansfield Bike Tour	C. vanZelm	4,627.15	250.00	-	4,877.15
40441	Elderly Disabled Responsive Transp	P. Schneider	954.34	400.00	(6,027.08)	(4,672.74)
41236	ACHIEVE	R. Miller	406.47	-	-	406.47
42154	Mansfield Holiday Fund - Key Bank	P. Schneider	550.00	-	-	550.00
42157	Children's Grief Group	P. Schneider	883.80	-	-	883.80
42158	Holiday Fund	P. Schneider	31,424.71	11,302.50	(690.00)	42,037.21
42159	Camperships	P. Schneider	12,264.63	25.00	(2,337.00)	9,952.63
42218	Rec. Program Scholarship Fund	C. Vincente	6,364.10	399.00	-	6,763.10
42219	Local Prevention Council Grant-SERAC	P. Schneider	314.10	5,342.00	(159.86)	5,496.24
42223	SERAC-Mini Opiod Grant 19/20	P. Schneider	-	5,000.00	(3,425.92)	1,574.08
42224	SERAC-PSA Gambling Project	P. Schneider	-	4,500.00	(1,708.21)	2,791.79
42260	General Services - Special Needs	P. Schneider	29,428.99	645.65	(7,493.51)	22,581.13
42301	Senior Programs	P. Schneider	16,812.40	17,302.42	(21,744.88)	12,369.94
42302	Wellness Center Program	P. Schneider	-	-	2.15	2.15
42306	TVCCA Senior Nutrition	P. Schneider	20.00	1,505.00	-	1,525.00
42308	Senior Ctr Veteran's Day	P. Schneider	3,604.69	302.00	(1,045.71)	2,860.98
42309	Senior Ctr - Herrmann Trust	P. Schneider	200.47	-	-	200.47
42311	Senior Newsletter	P. Schneider	2,515.13	144.00	(378.80)	2,280.33
42312	Senior Center Café & Library	P. Schneider	15,707.99	3,411.72	(8,780.74)	10,338.97
43200	Friends of Library	L. McDonough	11,895.45	15,160.00	(13,305.08)	13,750.37
43202	Hall Bequest - Mansfield Public Library	L. McDonough	5,093.79	-	-	5,093.79
43203	Hall Bequest - Doris Davis Garden	L. McDonough	8,071.88	-	-	8,071.88
43204	Library Re-Sale/Contribution	L. McDonough	7,831.96	856.74	(1,113.03)	7,575.67
43332	Library Connection Technology Grant	L. McDonough	3,533.02	996.12	(649.00)	3,880.14
44108	Community Center - Teen Center	C. Vincente	14.34	-	-	14.34
44109	Land Protection Program	S. Chaine	11,867.56	2,340.00	-	14,207.56
44110	Comm Ctr Accessibility	C. Vincente	36.82	-	-	36.82
44120	Mansfield Community Playground	C. Vincente	3.36	-	-	3.36
44121	Bicentennial Pond Trail Design	C. Vincente/J.Kaufman	699.85	-	-	699.85
44122	Mansfield Dog Park	C. Vincente/J.Kaufman	313.25	-	-	313.25
44124	Gawlicki Family Foundation - MCC	C. Vincente	1,543.12	-	(986.42)	556.70
44125	Bill Ryan Memorial Fund	C. Trahan	-	2,200.00	-	2,200.00
44126	Community School of the Arts	C. Trahan	-	5,000.00	(499.50)	4,500.50
60210	CT Association for the Gifted	S. Patwa/C. Trahan	86.93	-	-	86.93
61209	Goodwin Special Ed Donations	S. Muirhead	1,140.00	-	-	1,140.00
62115	MMS Summer School Program	K. Lyman	1,165.45	6,000.00	(12,291.09)	(5,125.64)
62120	Oak Grove School	K. Lyman	1,951.56	7,500.00	(9,669.75)	(218.19)
62144	CT Writing Project	K. Lyman	464.98	-	-	464.98
62145	Enriching Student Achievement	K. Lyman	45,698.34	-	(2,848.40)	42,849.94
62151	Goodwin Donations	K. Lyman	995.27	-	-	995.27
62160	Southeast School Donations	K. Lyman	142.73	-	-	142.73

270 Fund Analysis						
2/5/2020						
			Balance			Balance
	Activity	Responsible	7/1/2019	Revenues	Expenditures	2/5/2020
62215	MMS Book Fund	K. Lyman	20.00	-	-	20.00
62222	Chris Rogers Award-Junior Robotics	K. Lyman	1.45	-	-	1.45
62263	Special Education Grants/Tuition	S. Patwa/C. Trahan	471,232.44	12,506.57	(1,994.34)	481,744.67
62265	Preschool Tuition	S. Patwa/C. Trahan	51,592.34	-	-	51,592.34
62272	Crepeau MMS Spec. ED.	S. Patwa/C. Trahan	991.40	-	-	991.40
62275	Early Childhood Fund	P. Schneider	4,113.39	-	(571.81)	3,541.58
62276	Goodwin Greenhouse Fund	S. Muirhead	205.12	-	-	205.12
62278	Mohegan Tribe Challenge	M. Seal	360.12	-	-	360.12
62280	Graustein Memorial Fund	P. Schneider	8.55	-	-	8.55
62282	MPS Birthday Book Buddies	K. Lyman	5,608.40	-	(87.26)	5,521.14
62283	Tim Quinn Music Program	K. Lyman	121.77	-	-	121.77
62286	AASL Research Grant-Bark if you can	K. Lyman	40.00	-	-	40.00
62289	Mary Turcotte Fund	K. Lyman	855.00	-	-	855.00
62291	CAS Foundation-Endowment/Flanagar	K. Lyman	140.00	-	-	140.00
62292	Southeast Buddy Bench	K. Lyman	227.77	-	-	227.77
62294	NE Dairy & Food Council Grant	K. Lyman	389.54	-	-	389.54
62297	IMLS Sparks Grant	K. Lyman	5.07	-	-	5.07
62410	Rachel Leclerc Spec. Education Fund	K. Lyman	1,112.02	1,000.00	-	2,112.02
63104	Farm Viability Grant	K. Lyman	-	(31,868.51)	-	(31,868.51)
63403	Suzuki	B. Vaughn/BOE	31,895.90	13,400.00	(19,121.96)	26,173.94
63404	Dorothy C. Goodwin Program	S. Muirhead	554.90	-	-	554.90
63405	School Use Fund (62609)	K. Lyman	8,871.16	-	-	8,871.16
84135	Town Square	C. vanZelm	13,265.73	-	-	13,265.73
			829,687.56	454,698.77	(290,012.15)	1,162,417.76

**Town of Mansfield  
Serial Bonds Summary  
Schools and Town  
as of December 31, 2019**

	<u>Schools</u>	<u>Town</u>	<u>Total</u>
Balance at July 1, 2019	\$ 1,434,000	\$ 7,441,000	\$8,875,000
Issued During Period			
Retired During Period			
Balance at December 31, 2019	<u>\$ 1,434,000</u>	<u>\$ 7,441,000</u>	<u>\$8,875,000</u>

**Changes in Bonds and Notes Outstanding**

	<u>Serial Bonds</u>	<u>BAN's</u>	<u>Promissory Note</u>	<u>Total</u>
Balance at July 1, 2019	\$ 8,875,000	\$ -	\$ -	\$8,875,000
Debt Issued				
Debt Retired				
Balance at December 31, 2019	<u>\$ 8,875,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$8,875,000</u>

<u>Description</u>	<u>Original Amount</u>	<u>Payment Date</u>		<u>Bonds</u>	<u>BAN's</u>	<u>Total</u>
		<u>P &amp; I</u>	<u>I</u>			
2011 Town General Oblig. Bond	1,485,000	3/15	9/15	771,500		771,500
2011 Town Sewer Purpose Bond	330,000	3/15	9/15	187,500		187,500
2011 School General Oblig. Bond	1,025,000	3/15	9/15	561,000		561,000
2019 Town General Oblig. Bond	482,000	3/1	9/1	482,000		482,000
2019 Town Sewer Purpose Bond	6,000,000	3/1	9/1	6,000,000		6,000,000
2019 School General Oblig. Bond	873,000	3/1	9/1	873,000		873,000
	<u>\$10,195,000</u>			<u>\$8,875,000</u>	<u>\$ -</u>	<u>\$8,875,000</u>

**Town of Mansfield  
Detail of Debt Outstanding  
Schools and Town  
As of December 31, 2019**

	<b>Original Amount</b>	<b>Balance 12/31/19</b>
<b>Schools:</b>		
Consists of -		
2011 General Obligation Bonds:		
MMS Heating Conversion	\$ 1,025,000	\$ 561,000
2019 General Obligation Bonds:		
MMS Gymnasium Renovation	873,000	873,000
	1,898,000	1,434,000
Schools Outstanding Debt		
<b>Town:</b>		
Consists of -		
2011 General Obligation Bonds:		
Community Center Air Conditioning	173,620	95,500
Hunting Lodge Road Bikeway	105,250	56,000
Salt Storage Shed	263,130	143,000
Storrs Rd/Flaherty Rd Streetscape Improvements	302,000	164,000
Various Equipment Purchases	93,000	23,000
Facility Improvements	40,000	10,000
Transportation Facility Improvements	130,000	73,000
Stone Mill Rd/Laurel Lane Bridge Replacements	378,000	207,000
2019 General Obligation Bonds:		
Open Space	482,000	482,000
2011 Sewer Purpose Obligation Bonds:		
Four Corners Sewer Design	330,000	187,500
2019 Sewer Purpose Obligation Bonds:		
Four Corners Sewer Project	6,000,000	6,000,000
	8,297,000	7,441,000
Town Outstanding Debt		
Total Debt Outstanding	\$ 10,195,000	\$ 8,875,000

**Town of Mansfield  
Summary of Investments  
December 31, 2019**

**Health Insurance Fund**

Institution	Principal	Rate of Interest	Date of Purchase	Date of Maturity	Accrued Interest @ 12/31/19
State Treasurer	\$ 2,642,304	1.720	Various	Various	\$ 3,908
Total Accrued Interest @ 12/31/19					\$ 3,908
Interest Received 7/1/19 - 12/31/19					<u>23,155</u>
Total Interest, Health Insurance Fund @ 12/31/19					<u>\$ 27,063</u>

**All Other Funds**

Institution	Principal	Rate of Interest	Date of Purchase	Date of Maturity	Accrued Interest @ 12/31/19
State Treasurer	\$ 24,162,039	1.720	Various	Various	\$ 35,070
Total Accrued Interest @ 12/31/19					\$ 35,070
Interest Received 7/1/19 - 12/31/19					<u>257,597</u>
Total Interest, General Fund, 12/31/19					<u>\$ 292,667</u>

Town of Mansfield  
Memo

DATE January 15th, 2020

To: John Carrington, Town Manager  
Cherie Trahan, Director of Finance

From: Jerl Casey, Collector of Revenue

Subject: Amounts and % of Collections for 7/01/2019 to 12/31/2019 comparable to 7/01/2018 to 12/31/2018 and 7/01/2017 to 12/31/2017

	GRAND LIST		ADJUSTED LIST	PAID	% PAID	OPEN BALANCE	
	2018	ADJUSTMENTS				AS OF 9/30/2019	% OPEN
RE	26,062,113.97	(10,064.64)	26,052,049.33	(16,847,414.46)	65%	9,204,634.87	35.3%
STORRS CENTER RE	3,188,745.99		3,188,745.99	(1,677,674.87)	53%	1,511,071.12	47.4%
PER	2,199,811.17	(1,092.34)	2,198,718.83	(1,315,675.62)	60%	883,043.21	40.2%
STORRS CENTER PP	158,984.85		158,984.85	(105,720.22)	66%	53,264.63	33.5%
MV	2,527,906.01	(33,463.81)	2,494,442.20	(2,270,280.91)	91%	224,161.29	9.0%
DUE	34,137,561.99	(44,620.79)	34,092,941.20	(22,216,766.08)	65%	11,876,175.12	34.8%
MVS			0				
TOTAL	34,137,561.99	(44,620.79)	34,092,941.20	(22,216,766.08)	65%	11,876,175.12	34.8%

PRIOR YEARS COLLECTION  
July 1, 2019 to June 30, 2020

Suspense Collections	3,209.26	Suspense Interest Less Fees	2,228.53
Prior Years Taxes	90,786.44	Interest and Lien Fees	76,504.22
	<u>93,995.70</u>		<u>78,732.75</u>

	GRAND LIST		ADJUSTED LIST	PAID	% PAID	OPEN BALANCE	
	2017	ADJUSTMENTS				AS OF 09/30/2018	% OPEN
RE	25,536,188	23,787	25,559,975	(15,213,091)	59.5%	10,346,884	40.5%
STORRS CENTER RE	3,109,211	-	3,109,211	(1,661,055)	53.4%	1,448,156	46.6%
PER	2,114,771.81	(1,872)	2,112,900	(1,262,529)	59.8%	850,371	40.2%
STORRS CENTER PP	161,608	-	161,608	(137,137)	84.9%	24,471	15.1%
MV	2,528,791	(24,585)	2,504,206	(2,282,534)	91.1%	221,672	8.9%
DUE	33,450,570	(2,669)	33,447,901	(20,556,347)	61.5%	12,891,554	38.5%
MVS	-	-	-	-		-	
TOTAL	33,450,570	(2,669)	33,447,901	(20,556,347)	61.5%	12,891,554	38.5%

PRIOR YEARS COLLECTION  
July 1, 2018 to June 30, 2019

Suspense Collections	7,100	Suspense Interest Less Fees	4,701
Prior Years Taxes	207,373	Interest and Lien Fees	111,000
	<u>214,473</u>		<u>115,701</u>

	GRAND LIST		ADJUSTED LIST	PAID	% PAID	OPEN BALANCE	
	2016	ADJUSTMENTS				AS OF 09/30/2017	% OPEN
RE	25,170,537	19,240	25,189,777	(16,546,595)	65.7%	8,643,183	34.3%
STORRS CENTER RE	3,031,058	-	3,031,058	(1,998,676)	65.9%	1,032,382	34.1%
PER	2,133,034.40	(775)	2,132,259	(1,268,973)	59.5%	863,287	40.5%
STORRS CENTER PP	189,089	-	189,089	(142,594)	75.4%	46,495	24.6%
MV	2,415,567	(24,128)	2,391,439	(2,203,479)	92.1%	187,961	7.9%
DUE	32,939,286	(5,663)	32,933,623	(22,160,316)	67.3%	10,773,307	32.7%
MVS	-	-	-		#DIV/0!	-	#DIV/0!
TOTAL	32,939,286	(5,663)	32,933,623	(22,160,316)	67.3%	10,773,307	32.7%

PRIOR YEARS COLLECTION  
July 1, 2017 to June 30, 2018

Suspense Collections	7,403	Suspense Interest Less Fees	6,888
Prior Years Taxes	184,108	Interest and Lien Fees	113,383
	<u>191,511</u>		<u>120,271</u>

Notes: Tax Collections for FY 19/20 are ahead of the total % paid as the previous 2 years.

Town of Mansfield  
Revenue Summary by Source

Fiscal Year: 2020 to 2020 for Dates from 01-Jul-2019 to 31-Dec-2019

Account and Description	Appropriation	Appropriation Adj	Debit Amounts	Credit Amounts	Ending Balance	% Rec'd	Activity
<b>111 GENERAL FUND - TOWN</b>							
<b>Taxes and Related Items</b>							
40101 Current Year Levy	(31,145,894.00)	.00	86,385.45	22,378,520.88	(8,853,758.57)	71.57	22,292,135.43
40102 Prior Year Levy	(200,000.00)	.00	102,403.33	188,932.96	(113,470.37)	43.27	86,529.63
40103 Interest & Lien Fees	(180,000.00)	.00	184.76	76,633.86	(103,550.90)	42.47	76,449.10
40104 Motor Vehicle Supplement	(300,000.00)	.00	339.99	6,898.53	(293,441.46)	2.19	6,558.54
40105 Susp. Coll. Taxes - Trnsc.	(8,000.00)	.00	.00	2,526.46	(5,473.54)	31.58	2,526.46
40106 Susp. Coll. Int. - Trnsc.	(7,000.00)	.00	.00	1,887.43	(5,112.57)	26.96	1,887.43
40109 Collection Fees	(25,000.00)	.00	.00	11,034.00	(13,966.00)	44.14	11,034.00
40110 CURRENT YR LEVY - STORRS CTR	(3,456,526.00)	.00	.00	.00	(3,456,526.00)	.00	.00
40111 CURRENT YR LEVY-STORRS CTR-ABATEMENT	554,000.00	.00	.00	.00	554,000.00	.00	.00
<b>Total Taxes and Related Items</b>	<b>(34,768,420.00)</b>	<b>.00</b>	<b>189,313.53</b>	<b>22,666,434.12</b>	<b>(12,291,299.41)</b>	<b>64.65</b>	<b>22,477,120.59</b>
<b>Licenses and Permits</b>							
40201 Misc Licenses & Permits	(3,490.00)	.00	.00	1,815.00	(1,675.00)	52.01	1,815.00
40202 Sport Licenses	(200.00)	.00	.00	38.00	(162.00)	19.00	38.00
40203 Dog Licenses	(8,200.00)	.00	(4,787.00)	2,159.50	(1,253.50)	84.71	6,946.50
40204 Conveyance Tax	(150,000.00)	.00	15.00	77,668.98	(72,346.02)	51.77	77,653.98
40210 Subdivision Permits	(225.00)	.00	500.00	500.00	(225.00)	.00	.00
40211 Zoning/Special Permits	(15,000.00)	.00	400.00	8,540.00	(6,860.00)	54.27	8,140.00
40212 Zba Applications	(800.00)	.00	.00	1,200.00	400.00	150.00	1,200.00
40214 Iwa Permits	(4,500.00)	.00	.00	4,017.00	(483.00)	89.27	4,017.00
40223 Sewer Permits	.00	.00	.00	100.00	100.00	.00	100.00
40224 Road Permits	(1,500.00)	.00	.00	700.00	(800.00)	46.67	700.00
40230 Building Permits	(175,000.00)	.00	56.88	145,171.02	(29,885.86)	82.92	145,114.14
40231 Adm Cost Reimb-permits	(200.00)	.00	.00	118.00	(82.00)	59.00	118.00
40232 Housing Code Permits	(143,800.00)	.00	25.00	102,926.00	(40,899.00)	71.56	102,901.00
40234 Landlord Registrations	(1,000.00)	.00	25.00	1,055.00	30.00	103.00	1,030.00
<b>Total Licenses and Permits</b>	<b>(503,915.00)</b>	<b>.00</b>	<b>(3,765.12)</b>	<b>346,008.50</b>	<b>(154,141.38)</b>	<b>69.41</b>	<b>349,773.62</b>
<b>Fed. Support Gov</b>							
40352 Payment In Lieu Of Taxes	(4,600.00)	.00	.00	.00	(4,600.00)	.00	.00
<b>Total Fed. Support Gov</b>	<b>(4,600.00)</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>(4,600.00)</b>	<b>.00</b>	<b>.00</b>
<b>State Support Education</b>							
40401 Education Assistance	(9,229,100.00)	.00	.00	2,390,274.00	(6,838,826.00)	25.90	2,390,274.00
<b>Total State Support Education</b>	<b>(9,229,100.00)</b>	<b>.00</b>	<b>.00</b>	<b>2,390,274.00</b>	<b>(6,838,826.00)</b>	<b>25.90</b>	<b>2,390,274.00</b>
<b>State Support Gov</b>							
40449 PILOT - COLLEGES/HOSPITALS	.00	.00	.00	7,583.00	7,583.00	.00	7,583.00
40450 State Support - Town	(200.00)	.00	.00	.00	(200.00)	.00	.00
40451 Pilot - State Property	(5,566,520.00)	.00	.00	5,566,517.00	(3.00)	100.00	5,566,517.00
40452 PILOT - SELECT PAYMENT	(2,630,450.00)	.00	.00	2,630,447.00	(3.00)	100.00	2,630,447.00
40454 CIRCUIT COURT - STATE TICKETS	(500.00)	.00	.00	550.00	50.00	110.00	550.00
40457 Library - Connecticutcard/ill	(12,200.00)	.00	.00	.00	(12,200.00)	.00	.00

Town of Mansfield  
Revenue Summary by Source

Fiscal Year: 2020 to 2020 for Dates from 01-Jul-2019 to 31-Dec-2019

Account and Description	Appropriation	Appropriation Adj	Debit Amounts	Credit Amounts	Ending Balance	% Rec'd	Activity
40462 Disability Exempt Reimb	(1,000.00)	.00	.00	870.68	(129.32)	87.07	870.68
40465 Emerg Mgmt Performance Grant	(12,900.00)	.00	26,010.00	.00	(38,910.00)	(201.63)	(26,010.00)
40469 Veterans Reimb	(6,400.00)	.00	.00	6,464.28	64.28	101.00	6,464.28
40471 MUNICIPAL STABILIZATION GRANT	(661,280.00)	.00	.00	661,283.00	3.00	100.00	661,283.00
40494 Judicial Revenue Distribution	(9,000.00)	.00	.00	4,250.00	(4,750.00)	47.22	4,250.00
40496 PILOT - HOLINKO ESTATES	.00	.00	7,500.00	7,500.00	.00	.00	.00
40551 Pilot - Senior Housing	.00	.00	18,627.00	18,627.00	.00	.00	.00
<b>Total State Support Gov</b>	<b>(8,900,450.00)</b>	<b>.00</b>	<b>52,137.00</b>	<b>8,904,091.96</b>	<b>(48,495.04)</b>	<b>99.46</b>	<b>8,851,954.96</b>
<b>Charge for Services</b>							
40610 Recording	(50,000.00)	.00	126.00	28,944.00	(21,182.00)	57.64	28,818.00
40611 Copies Of Records	(12,965.00)	.00	463.25	7,923.75	(5,504.50)	57.54	7,460.50
40612 Vital Statistics	(12,000.00)	.00	.00	7,624.00	(4,376.00)	63.53	7,624.00
40620 Police Service	(44,200.00)	.00	26,488.16	21,592.93	(49,095.23)	(11.08)	(4,895.23)
40622 Redemption/Release Fees	(2,000.00)	.00	.00	320.00	(1,680.00)	16.00	320.00
40625 Animal Adoption Fees	(270.00)	.00	.00	205.00	(65.00)	75.93	205.00
40640 Lost & Damaged Books/materials	(1,930.00)	.00	.00	687.25	(1,242.75)	35.61	687.25
40641 FINES ON OVERDUE BOOKS	(4,400.00)	.00	.00	587.44	(3,812.56)	13.35	587.44
40644 PARKING PLAN REVIEW FEE	(500.00)	.00	35.00	700.00	165.00	133.00	665.00
40650 Blue Prints	(200.00)	.00	.00	520.00	320.00	260.00	520.00
40663 Zoning Regulations	(50.00)	.00	.00	34.00	(16.00)	68.00	34.00
40671 Day Care Grounds Maintenance	(19,160.00)	.00	.00	9,580.00	(9,580.00)	50.00	9,580.00
40674 Charge for Services	(6,000.00)	.00	240.00	2,229.72	(4,010.28)	33.16	1,989.72
40678 Celeron Sq Assoc Bikepath Main	(2,700.00)	.00	.00	.00	(2,700.00)	.00	.00
40683 Sale of Merchandise	(100.00)	.00	.00	.00	(100.00)	.00	.00
40684 Cash Overage/Shortage	.00	.00	5.00	10.00	5.00	.00	5.00
40699 Fire Safety Code Fees	(15,000.00)	.00	.00	44,575.88	29,575.88	297.17	44,575.88
40751 NOTARY FEES	.00	.00	.00	55.00	55.00	.00	55.00
<b>Total Charge for Services</b>	<b>(171,475.00)</b>	<b>.00</b>	<b>27,357.41</b>	<b>125,588.97</b>	<b>(73,243.44)</b>	<b>57.29</b>	<b>98,231.56</b>
<b>Fines and Forfeitures</b>							
40702 Parking Tickets - Town	(4,500.00)	.00	60.00	.00	(4,560.00)	(1.33)	(60.00)
40705 TOWN PARKING FINES-STORRS CENTER	.00	.00	48,467.55	52,483.25	4,015.70	.00	4,015.70
40711 Landlord Registration Penalty	(100.00)	.00	.00	.00	(100.00)	.00	.00
40713 NUISANCE ORDINANCE	.00	.00	250.00	8,580.00	8,330.00	.00	8,330.00
40715 Ordinance Violation Penalty	(29,060.00)	.00	.00	9,268.35	(19,791.65)	31.89	9,268.35
40717 Possession Alcohol Ordinance	.00	.00	.00	270.00	270.00	.00	270.00
40723 CITATIONS AND FINES	(300.00)	.00	.00	.00	(300.00)	.00	.00
<b>Total Fines and Forfeitures</b>	<b>(33,960.00)</b>	<b>.00</b>	<b>48,777.55</b>	<b>70,601.60</b>	<b>(12,135.95)</b>	<b>64.26</b>	<b>21,824.05</b>
<b>Miscellaneous</b>							
40807 Rent - Town Hall	.00	.00	.00	400.00	400.00	.00	400.00
40817 Telecom Services Payment	(41,000.00)	.00	.00	.00	(41,000.00)	.00	.00
40820 Interest Income	(200,000.00)	.00	354.67	257,951.25	57,596.58	128.80	257,596.58
40890 Other	(2,500.00)	.00	.00	5,980.45	3,480.45	239.22	5,980.45
40895 CONSULTANT FEES REIMBURSEMENT	(15,000.00)	.00	.00	31,415.00	16,415.00	209.43	31,415.00
<b>Total Miscellaneous</b>	<b>(258,500.00)</b>	<b>.00</b>	<b>354.67</b>	<b>295,746.70</b>	<b>36,892.03</b>	<b>114.27</b>	<b>295,392.03</b>

Town of Mansfield  
Revenue Summary by Source

Fiscal Year: 2020 to 2020 for Dates from 01-Jul-2019 to 31-Dec-2019

Account and Description	Appropriation	Appropriation Adj	Debit Amounts	Credit Amounts	Ending Balance	% Rec'd	Activity
Operating Transfers In							
40928 School Cafeteria	(2,550.00)	.00	.00	1,275.00	(1,275.00)	50.00	1,275.00
Total Operating Transfers In	(2,550.00)	.00	.00	1,275.00	(1,275.00)	50.00	1,275.00
Total 111 GENERAL FUND - TOWN	(53,872,970.00)	.00	314,175.04	34,800,020.85	(19,387,124.19)	64.01	34,485,845.81
*** Grand Total ***	(53,872,970.00)	.00	314,175.04	34,800,020.85	(19,387,124.19)	64.01	34,485,845.81

==== Selection Legend =====

Account Type: R  
FY: 2020 to 2020  
Trx. Date: 01-Jul-2019 to 31-Dec-2019  
From Fund: 111 to 111  
Account Sub Type: CP  
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Town of Mansfield  
Expenditure Summary by Activity

Fiscal Year: 2020 to 2020 for Dates from 01-Jul-2019 to 31-Dec-2019

Account and Description	Appropriation	Appropriation Adj	Encumbrances	Expenditures	Remaining Balance	% Used
<b>111 GENERAL FUND - TOWN</b>						
<b>General Government</b>						
11100 Legislative	105,720.00	.00	2,600.00	84,454.89	18,665.11	82.35
12100 Municipal Management	.00	.00	.00	888.94	(888.94)	.00
12200 MUNICIPAL MANAGEMENT/HUMAN RESOURCES	352,860.00	.00	4,654.92	299,405.64	48,799.44	86.17
13100 Town Attorney	85,000.00	.00	27,347.60	35,152.40	22,500.00	73.53
13200 Probate	10,190.00	.00	.00	10,185.33	4.67	99.95
14200 Registrars	.00	.00	.00	535.00	(535.00)	.00
15100 Town Clerk	228,150.00	.00	7,700.00	106,649.06	113,800.94	50.12
15200 General Elections	123,580.00	.00	1,595.00	39,819.96	82,165.04	33.51
16100 Finance Administration	461,950.00	.00	.00	261,492.43	200,457.57	56.61
16300 Revenue Collections	185,640.00	.00	1,173.25	90,305.46	94,161.29	49.28
16402 Property Assessment	254,420.00	.00	89.57	127,470.16	126,860.27	50.14
16510 Central Copying	.00	.00	.00	831.90	(831.90)	.00
16511 Central Services	61,100.00	.00	821.31	37,934.58	22,344.11	63.43
16600 Information Technology	209,860.00	.00	.00	124,152.87	85,707.13	59.16
<b>Total General Government</b>	<b>2,078,470.00</b>	<b>.00</b>	<b>45,981.65</b>	<b>1,219,278.62</b>	<b>813,209.73</b>	<b>60.88</b>
<b>Public Safety</b>						
21200 Police Services	1,984,200.00	.00	36.91	45,024.29	1,939,138.80	2.27
21300 Animal Control	128,770.00	.00	170.30	49,565.64	79,034.06	38.62
22101 FIRE PREVENTION	211,690.00	.00	13,452.68	88,037.26	110,200.06	47.94
22160 Fire & Emergency Services	2,238,680.00	.00	85,024.06	1,020,613.17	1,133,042.77	49.39
23100 Emergency Management	71,930.00	.00	.00	30,904.70	41,025.30	42.97
<b>Total Public Safety</b>	<b>4,635,270.00</b>	<b>.00</b>	<b>98,683.95</b>	<b>1,234,145.06</b>	<b>3,302,440.99</b>	<b>28.75</b>
<b>Public Works</b>						
30200 PW ADMIN/SUPERV/OPERATIONS	1,657,100.00	.00	38,460.46	764,281.19	854,358.35	48.44
30300 Road Services	.00	.00	.00	22,970.42	(22,970.42)	.00
30400 Grounds Maintenance	.00	.00	.00	7,436.67	(7,436.67)	.00
30600 Equipment Maintenance	535,200.00	.00	95,357.66	261,535.46	178,306.88	66.68
30700 Engineering	209,110.00	.00	.00	50,747.92	158,362.08	24.27
30900 Facilities Management	947,610.00	.00	98,742.18	424,462.34	424,405.48	55.21
<b>Total Public Works</b>	<b>3,349,020.00</b>	<b>.00</b>	<b>232,560.30</b>	<b>1,531,434.00</b>	<b>1,585,025.70</b>	<b>52.67</b>
<b>Community Services</b>						
41200 Health Regulation & Inspec.	140,440.00	.00	.00	70,221.52	70,218.48	50.00
42100 HUMAN SERVICES	818,690.00	.00	1,842.61	385,389.30	431,458.09	47.30
43100 Library Services	819,220.00	.00	37,480.86	398,013.93	383,725.21	53.16
45000 GRANTS TO AREA AGENCIES	45,800.00	.00	.00	45,800.00	.00	100.00

Town of Mansfield  
Expenditure Summary by Activity

Fiscal Year: 2020 to 2020 for Dates from 01-Jul-2019 to 31-Dec-2019

Account and Description	Appropriation	Appropriation Adj	Encumbrances	Expenditures	Remaining Balance	% Used
Total Community Services	1,824,150.00	.00	39,323.47	899,424.75	885,401.78	51.46
Community Development						
30800 Building Inspection	393,270.00	.00	1,575.00	195,405.39	196,289.61	50.09
51100 PLANNING & DEVELOPMENT	377,010.00	.00	20,162.02	162,867.85	193,980.13	48.55
58000 Boards and Commissions	4,450.00	.00	.00	573.40	3,876.60	12.89
Total Community Development	774,730.00	.00	21,737.02	358,846.64	394,146.34	49.13
Town-Wide Expenditures						
71000 Employee Benefits	2,842,610.00	.00	78,093.81	1,483,397.51	1,281,118.68	54.93
72000 INSURANCE (LAP)	199,250.00	.00	97,437.07	102,243.93	(431.00)	100.22
73000 Contingency	329,360.00	.00	.00	.00	329,360.00	.00
Total Town-Wide Expenditures	3,371,220.00	.00	175,530.88	1,585,641.44	1,610,047.68	52.24
Other Financing						
92000 Other Financing Uses	3,093,820.00	.00	.00	1,546,910.00	1,546,910.00	50.00
Total Other Financing	3,093,820.00	.00	.00	1,546,910.00	1,546,910.00	50.00
Total 111 GENERAL FUND - TOWN	19,126,680.00	.00	613,817.27	8,375,680.51	10,137,182.22	47.00
*** Grand Total ***	19,126,680.00	.00	613,817.27	8,375,680.51	10,137,182.22	47.00

==== Selection Legend =====

Account Type: E  
FY: 2020 to 2020  
Trx. Date: 01-Jul-2019 to 31-Dec-2019  
From Fund: 111 to 111  
Account Sub Type: P  
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Town of Mansfield  
Expenditure Summary by Activity

Fiscal Year: 2020 to 2020 for Dates from 01-Jul-2019 to 31-Dec-2019

Account and Description	Appropriation	Appropriation Adj	Encumbrances	Expenditures	Remaining Balance	% Used
112 GENERAL FUND - MANSFIELD BOARD						
GENERAL INSTRUCTIONAL PROG						
61101 GENERAL INSTRUCTION	7,870,850.00	(122,220.00)	.00	2,804,129.63	4,944,500.37	36.19
61102 English	60,460.00	.00	7,843.49	25,274.57	27,341.94	54.78
61104 World Languages	8,170.00	.00	980.60	3,641.91	3,547.49	56.58
61105 Health & Safety	5,940.00	.00	14.26	2,856.42	3,069.32	48.33
61106 Physical Education	14,640.00	.00	59.00	5,127.98	9,453.02	35.43
61107 Art	16,540.00	.00	228.89	4,294.56	12,016.55	27.35
61108 Mathematics	21,390.00	.00	25,469.85	12,567.00	(16,646.85)	177.83
61109 Music	38,700.00	380.00	2,199.03	5,992.53	30,888.44	20.96
61110 Science	29,290.00	.00	1,781.27	10,045.84	17,462.89	40.38
61111 Social Studies	17,020.00	.00	230.00	4,312.67	12,477.33	26.69
61115 Information Technology	209,090.00	.00	11,173.63	182,089.02	15,827.35	92.43
61122 LIFE & CONSUMER SCIENCE	9,580.00	.00	1,749.75	3,829.37	4,000.88	58.24
61123 Technology Education	16,750.00	.00	1,938.35	8,419.96	6,391.69	61.84
Total GENERAL INSTRUCTIONAL PROG	8,318,420.00	(121,840.00)	53,668.12	3,072,581.46	5,070,330.42	38.14
Special Educ. Programs						
61201 Special Ed Instruction	1,662,900.00	(43,830.00)	3,180.07	572,776.54	1,043,113.39	35.57
61202 Enrichment	485,710.00	.00	788.32	165,053.97	319,867.71	34.14
61204 PRE-KINDERGARTEN	382,390.00	(500.00)	.00	142,122.60	239,767.40	37.22
Total Special Educ. Programs	2,531,000.00	(44,330.00)	3,968.39	879,953.11	1,602,748.50	35.55
Culturally Disadv Pupil						
61310 Remedial Reading/Math	378,760.00	.00	418.00	153,716.66	224,625.34	40.70
Total Culturally Disadv Pupil	378,760.00	.00	418.00	153,716.66	224,625.34	40.70
Summer School-Free Only						
61400 Summer School	65,000.00	.00	.00	40,689.33	24,310.67	62.60
Total Summer School-Free Only	65,000.00	.00	.00	40,689.33	24,310.67	62.60
Tuition Payments						
61600 Tuition Payments	367,000.00	.00	182,704.40	131,127.00	53,168.60	85.51

Town of Mansfield  
Expenditure Summary by Activity

Fiscal Year: 2020 to 2020 for Dates from 01-Jul-2019 to 31-Dec-2019

Account and Description	Appropriation	Appropriation Adj	Encumbrances	Expenditures	Remaining Balance	% Used
Total Tuition Payments	367,000.00	.00	182,704.40	131,127.00	53,168.60	85.51
Central Serv Instr Supp 61900 CENTRAL SERVICES	82,610.00	.00	11,185.23	53,483.21	17,941.56	78.28
Total Central Serv Instr Supp	82,610.00	.00	11,185.23	53,483.21	17,941.56	78.28
Support Serv-Students						
62102 SCHOOL COUNSELING	191,990.00	.00	301.90	75,449.78	116,238.32	39.46
62103 Health Services	237,330.00	.00	38.44	90,341.05	146,950.51	38.08
62104 Outside Eval/Contracted Serv	233,000.00	.00	124,756.40	53,833.36	54,410.24	76.65
62105 SPEECH AND LANGUAGE	161,490.00	(7,910.00)	1,174.31	110,201.13	42,204.56	72.52
62108 Psychological Services	328,530.00	(41,470.00)	964.82	102,983.74	183,111.44	36.21
Total Support Serv-Students	1,152,340.00	(49,380.00)	127,235.87	432,809.06	542,915.07	50.78
Improv-Instr Services						
62201 Curriculum Development	160,300.00	.00	10,168.99	79,357.96	70,773.05	55.85
62202 Professional Development	34,460.00	.00	7,458.00	17,075.42	9,926.58	71.19
Total Improv-Instr Services	194,760.00	.00	17,626.99	96,433.38	80,699.63	58.57
Educ Media Services						
62302 Media Services	67,010.00	.00	5,675.00	10,196.54	51,138.46	23.69
62310 Library	336,270.00	(3,690.00)	8,434.05	121,027.75	203,118.20	38.93
Total Educ Media Services	403,280.00	(3,690.00)	14,109.05	131,224.29	254,256.66	36.37
General Administration						
62401 Board Of Education	407,730.00	(7,900.00)	44,436.71	155,197.98	200,195.31	49.93
62402 Superintendent's Office	426,840.00	8,720.00	11,937.97	230,657.23	192,964.80	55.70
62404 Special Education Admin	292,920.00	.00	15,628.95	145,892.74	131,398.31	55.14
Total General Administration	1,127,490.00	820.00	72,003.63	531,747.95	524,558.42	53.51
School Based Admin						
62520 Principals' Office Services	1,259,810.00	5,810.00	2,118.26	636,525.97	626,975.77	50.46
62521 Support Services - Central	12,700.00	.00	758.00	2,723.82	9,218.18	27.42

Town of Mansfield  
Expenditure Summary by Activity

Fiscal Year: 2020 to 2020 for Dates from 01-Jul-2019 to 31-Dec-2019

Account and Description	Appropriation	Appropriation Adj	Encumbrances	Expenditures	Remaining Balance	% Used
62523 Field Studies	13,500.00	.00	242.56	.00	13,257.44	1.80
Total School Based Admin	1,286,010.00	5,810.00	3,118.82	639,249.79	649,451.39	49.73
Fiscal Serv/Bus Support						
62601 Business Management	562,100.00	.00	42,507.50	278,672.50	240,920.00	57.14
Total Fiscal Serv/Bus Support	562,100.00	.00	42,507.50	278,672.50	240,920.00	57.14
Plant Oper & Maint Serv						
62710 Plant Operations - Building	1,547,880.00	12,610.00	76,813.94	816,798.42	666,877.64	57.27
Total Plant Oper & Maint Serv	1,547,880.00	12,610.00	76,813.94	816,798.42	666,877.64	57.27
Student Transp Service						
62801 Regular Transportation	995,330.00	.00	690,259.59	516,703.04	(211,632.63)	121.26
62802 Spec Ed Transportation	150,000.00	.00	98,919.22	35,101.92	15,978.86	89.35
Total Student Transp Service	1,145,330.00	.00	789,178.81	551,804.96	(195,653.77)	117.08
Enterprise Activities						
63430 After School Program	43,830.00	.00	125.00	9,839.97	33,865.03	22.74
63440 Athletic Program	38,690.00	.00	1,470.26	13,014.23	24,205.51	37.44
Total Enterprise Activities	82,520.00	.00	1,595.26	22,854.20	58,070.54	29.63
Employee Benefits						
68000 Employee Benefits	4,210,950.00	.00	29,949.84	2,077,742.86	2,103,257.30	50.05
Total Employee Benefits	4,210,950.00	.00	29,949.84	2,077,742.86	2,103,257.30	50.05
Transfer Out-Other Fund						
69000 Transfers Out To Other Funds	182,400.00	200,000.00	.00	91,200.00	291,200.00	23.85
Total Transfer Out-Other Fund	182,400.00	200,000.00	.00	91,200.00	291,200.00	23.85

Town of Mansfield  
Expenditure Summary by Activity

Fiscal Year: 2020 to 2020 for Dates from 01-Jul-2019 to 31-Dec-2019

Account and Description	Appropriation	Appropriation Adj	Encumbrances	Expenditures	Remaining Balance	% Used
Total 112 GENERAL FUND - MANSFIELD BOARD	23,637,850.00	.00	1,426,083.85	10,002,088.18	12,209,677.97	48.35
*** Grand Total ***	23,637,850.00	.00	1,426,083.85	10,002,088.18	12,209,677.97	48.35

==== Selection Legend =====

Account Type: E  
 FY: 2020 to 2020  
 Trx. Date: 01-Jul-2019 to 31-Dec-2019  
 From Fund: 112 to 112  
 Account Sub Type: P  
 link NULL DEP4elecater\_desc is gendes from fntab:glelect4.tab keys are kDEP4 DEP4elecater

20 January 2020

Mansfield Town Council  
Audrey P. Beck Municipal Building  
4 South Eagleville Road  
Mansfield, CT 06268

RE: New England Central Railroad (NECR)  
2020 Vegetation Control Program

Dear Council Members:

Enclosed please find the 2020 Vegetation Management Plan (VMP) for the NECR in accordance with the requirements of Connecticut General Statutes Section 22a-66a(j). Per the statute this VMP must be submitted to the chief elected official or board of selectmen of each municipality through which NECR operates and maintains track. Additionally, this VMP has been submitted to the commissioner of the Connecticut Department of Transportation.

This VMP provides details on the target vegetation and management methods for the herbicide application which will take place this year. NECR is committed to its obligation to maintain its right-of-way in accordance with both state and federal safety standards. Vegetation management is an integral component of those safety efforts.

Please feel free to contact TEC Associates with any questions about this VMP.

Very truly yours,  
TEC ASSOCIATES



Thomas W. Lewis

Enclosure

cc: Eric Bergeron, CDOT  
Chad Boutet, NECR

## VEGETATION MANAGEMENT PLAN

### INTRODUCTION

Connecticut General Statutes Section 22a-66a(j) requires that railroads who operate in Connecticut and apply pesticides to their rights of way must file a Vegetation Management Plan (VMP) with the Department of Transportation on or before February 1 of each year and must send copies of the plan to the chief elected official of each town in which pesticides will be applied. The following plan is hereby submitted by the Connecticut Railroad Association on behalf of the following railroads (hereinafter, the "Subject Railroads"):

Central New England Railroad	Connecticut Southern Railroad
CSX Transportation	Housatonic Railroad
Naugatuck Railroad	New England Central Railroad
Pan Am Southern	Providence & Worcester Railroad

Railroads in Connecticut must adhere to an extensive body of regulations promulgated by various state and federal agencies. The most comprehensive body of safety regulations is promulgated by the Federal Railroad Administration (FRA), the agency that has primary regulatory authority over rail safety in the United States. In addition, the Surface Transportation Board has authority over a wide range of rail activities specifically designed to promote and protect the ability of railroads to efficiently and safely participate in interstate commerce.

One critical aspect of the safety regimen that railroads must adhere to is the maintenance of their rights of way such that track, structures and various appurtenances can be inspected in order to protect the safety of rail operations, the safety of railroad employees and the safety of the public. Railroads in Connecticut and throughout the country follow a carefully defined process under which they inspect their track and structures in order to discover defects that could lead to derailments or other types of accidents that would be harmful to the railroad and its employees, harmful to the public or harmful to the environment.

The following Vegetation Management Plan (VMP) is designed to accomplish several key goals. First it is designed to provide for the safe operation of railroads in Connecticut. It is a program that will enable railroads to keep track and structures clear of vegetation so that tracks and structures can be properly and safely inspected in accordance with state and federal law and in a manner that enables railroads to detect and repair defects before those defects result in accidents. The plan is also designed to assure that railroad rights of way are maintained in a manner that will prevent fires from igniting from sparks that could be generated from passing trains, from track maintenance activities such as welding or from grinding rail or other work activities. This plan is also designed to assure railroad rights of way are maintained in a manner that protects railroad employees who must have a clear area to work around moving trains and to assure they are not injured due to extensive brush and vegetation along railroad rights of way which can be a tripping hazard or conceal various hazards on the ground. Equally important, the plan is designed to assure that members of the public are protected by clearing sight lines along railroad rights of way and particularly at points where railroad tracks are adjacent to or cross public rights of way.

This VMP describes a variety of practices that include physical, chemical and natural methods used to manage, control and eradicate vegetation on railroad rights of way (ROWs). This plan addresses all of the major components of vegetation management including mechanical cutting of vegetation, the use of herbicides to control vegetation within and adjacent to the track structure and the use of other mechanical means to remove vegetation from areas adjacent to the track structure.

Historically herbicides have played a key role in controlling vegetation within and along railroad ROW's since the 1950's. In the past herbicides were often applied several times per year and at rates as great as 100 pounds active ingredient per acre. The use of herbicides today has declined significantly. In the 1970's herbicides were applied to areas adjacent of railroad roadbeds to control brush and vegetation at rates of 25-77 pounds per acre. Today application of herbicides to control brush adjacent to railroad roadbeds have been reduced to as low as 4 pounds per acre. That dramatic reduction is a result of the availability of new herbicides, improved application techniques, awareness of the environment, the use of trained licensed professionals and the implementation of an integrated approach to vegetation control.

#### GENERAL PURPOSE AND OBJECTIVE

Federal law requires railroads to control vegetation in and along railroad ROWs. Specifically 49 C.F.R. Section 213.37 states:

Vegetation on railroads property which is on or immediately adjacent to the roadbed must be controlled so that it does not:

- (a) Become a fire hazard to track carrying structures
- (b) Obstruct visibility of railroad signs and signals
- (c) Interfere with railroad employees performing normal track side duties
- (d) Prevent proper functioning of signal and communication lines
- (e) Prevent railroad employees from visually inspecting tracks and moving equipment from their normal duty stations.

There are many ways that vegetation directly affects railroads and consequently public safety. The typical railroad roadbed consists of stone ballast on a graded and compacted earthwork section. The track is supported by the stone ballast. The earthwork section typically slopes downward to drainage ditches on each side of the track designed to channel water away from the track structure. The presence of vegetation interferes with the proper drainage of water which destabilizes the roadbed and prematurely decays the track structure.

Moreover, in dry weather, vegetation within the roadbed can be set on fire by sparks from steel brake shoes or steel wheels. The exhaust from diesel locomotives is another source of sparks, particularly as the throttle position is being increased or decreased. Track maintenance activities such as cutting, grinding, or welding rail are another ignition source. In order to minimize or eliminate the risk of fire it is necessary for railroads to keep the full width of their ROWs clear of flammable material including vegetation.

Vegetation growing adjacent to and within the track structure also creates traction issues for passing trains. Trains require friction between steel wheels and steel rails for traction to both move trains and equally important, stop trains. Anything that reduces friction between the wheels and rails can create dangerous problems. Just as a wet pavement impacts the braking capacity of cars and trucks, wet rail has a similar impact on trains. Most plant tissues age immediately when crushed between the wheel of a locomotive or rail car and the rail. When crushed they release water and plant sap that acts as a lubricant. The addition of water and sap has the potential to reduce traction and thus increase stopping distances.

Vegetation within the track structure and adjacent to the track structure creates unsafe footing for railroad employees and increases the likelihood of an employee tripping or falling. The potential for serious injury is magnified when a train is present. Train crews work at all hours of the day and night with periods of minimal visibility, therefore the presence of vegetation within and adjacent to the tracks increases the risk of an accident and injury. While the vegetation itself can present a hazard to trains and employees, it can also obscure hazards that might otherwise be obvious to an employee working along the tracks. In recent times vegetation along the rail lines, like vegetation elsewhere, has become a habitat for deer ticks exposing employees to a significant risk of contracting Lyme disease. Removing the vegetation removes a significant source of exposure.

Visibility on and adjacent to railroad tracks is a major component of railroad safety for employees working on or near the tracks, employees operating trains and for the general public. Train engineers must be able to see all types of railroad signs and signals to assure safe operation of their trains. Engineers must have clear fields of vision when approaching highway grade crossings just as the public using those crossings must have a clear field of vision to observe the railroad. Train crews must be able to observe signs that require the activation of train whistles in order to warn the public of a train passing through an area, activities that are often mandated by federal law and regulations. Train crews and other railroad employees must have the ability to observe track and track structures and also observe moving components to be certain they are functioning properly and safely. Train and engine crews must have the ability to see around curves and see well ahead of their trains to be certain that switches are properly aligned, derails are in place and that there are no hazards ahead.

Federal laws require vegetation control to ensure proper functioning of signals and communications lines. Trees and plants short out electrical equipment and cause failure of communications systems and signals. Just as utilities must keep power lines free from trees and other growth that could cause the system to fail, railroads must also protect their signal and communications systems from similar failure.

Railroads follow a number of rigid procedures in order to reduce accidents and protect against injuries to employees and the public. The primary method for controlling accidents and injuries caused by track and roadbed defects is the federally mandated weekly or twice-weekly visual inspections by qualified track inspectors. Track inspections are normally done from a hi-rail vehicle, essentially a pick up type truck equipped with rail wheels that can operate on the rails or on the road. Inspections by Hi-rail vehicles are supplemented by walking inspections of track, switches, moving components and other more complicated components in the track structure. Some defects, such as potential broken rails are detected

by visually noting minor discolorations in the head of the rail. It is critical that the railroad roadbed be kept vegetation-free to provide the track inspector with unobstructed views of the track structure including rails, ties and fasteners. Vegetation within the railroad roadbed increases the likelihood that a track or roadbed defect will go undetected increasing the likelihood of an accident, incident or injury.

While all railroads must visually inspect their track as described above, some also employ a sophisticated electronic tool used for detecting flaws that are present but not visible to the naked eye. Most services are provided by electronic rail testing contractors who use several different methods for detecting flaws. Testing is done with highly specialized rail vehicles that rely on the ability to establish a magnetic field around the rail. Vegetation adjacent to the rails hinders this process and results in invalid test results. Other types of cars measure track geometry such as surface, line and gauge. Gauge, simplistically the distance between the two rails, is measured optically and is adversely affected by vegetation between the rails. Gauge issues can be symptomatic of a number of conditions that require treatment when detected.

In summary rail operations and rail safety rely on a wide range of activities to protect the integrity of the track structure, protect the safety of rail employees and rail operations, and protect the safety of the public. Effective vegetation management is an integral component of all railroads' safety programs and each railroad's adherence to a broad range of safety regulations.

#### VEGETATION MANAGEMENT

Federal laws require the control of vegetation located on the railroad roadbed and certain other areas. All vegetation will be eliminated from the following areas:

- Ballast section
- Ballast shoulder
- Yards
- Switches, signals, and signs
- Highway grade crossings
- Bridges, bridge abutments and buildings
- Off-track areas
- Inside of curves

To date, no environmentally and economically feasible and safe alternatives to herbicides have been developed for use in areas of railroad ROWs requiring total vegetation control. Tests that involve such activities as the use of boiling water, fish byproducts and mechanical equipment have not achieved any success in controlling vegetation near and within track structure. In fact, some tests of alternative approaches resulted in increased growth of vegetation. As a result, the integrated approach to vegetation management in and around track structure is limited to the selective application of herbicides to target vegetation along with control obtained through track maintenance activity. As stated in the introduction to this plan, the volume of herbicides used continues to diminish as the result of new technologies in application equipment and the use of more effective materials and products.

Following current practice within the railroad industry, herbicides will continue to be applied to railroad ROWs in Connecticut by licensed contractors who utilize highly sophisticated specialized vehicles. The vehicles are equipped with an array of booms that are independently controlled permitting the operator to control spray patterns on the left and right side of the application vehicle and in the center. In addition, the controls allow the operator to shut off application to areas lacking target vegetation. Often target vegetation in the track center is less dense than that on the side. To control these areas of lighter vegetation, often extending the width of the ties, "half rated" booms are being added adjacent to the "full rate" booms and are used whenever possible. When herbicide use is needed, the type and density of vegetation, site condition and the time of year will be factors in determining the herbicide type, application rate, adjuvant and application equipment. The contractor will take into account a range of factors mentioned above in order to attain maximum control with minimum adverse effect. In railroad yards and on certain heavily vegetated areas of the ROW, pre-emergent herbicides will be applied which may eliminate a post emergent treatment that same year. Only herbicides that are licensed for use in the State of Connecticut will be used by the railroads' contractors and licensed herbicides will only be used in accordance with their labeled instructions.

In certain areas of the ROW, branches and limbs of trees grow into and have the potential to move into the roadbed area striking trains and/or fouling overhead communication lines or interfering with critical sightlines. In these cases, trees will generally not be eliminated if a selective side trimming of the encroaching limbs can be made. Selective side trimming, primarily by mechanical or by herbicidal means will be done on a site by site basis according to the type and density of target vegetation present and its propensity to invade the roadbed area or foul communication lines.

#### VEGETATION MANAGEMENT TECHNIQUES

The Subject Railroads' Vegetation Management Program is defined and generally limited to the privately owned or leased ROW. The individual components of the railroad ROW as described in Section V have two distinctly different vegetation management requirements. On the ROW roadbed and other specialized areas, no vegetation is permitted as per Federal laws and regulations. On the adjacent areas of the ROW, certain woody vine and brush species must be selectively managed. Therefore, unlike other ROW's the methods of railroad ROW management are limited to two basic vegetation control techniques and one indirect method. The two basic vegetation control techniques are herbicide applications and mechanical techniques. The indirect method includes any ROW operational activity which eliminates vegetation as a secondary benefit.

##### Mechanical Technique

Mechanical control techniques are limited to woody and brush vegetation and only work in limited situations. Mechanical control techniques require that the railroad own or have access to sophisticated machinery that generally must be operated from the rail. It is most successful in areas where there are specific target trees or shrubs that are accessible from the rail. Because the ground adjacent to the roadbed shoulder is generally not smooth, there is considerable risk that mechanical cutting can leave short stems or sticks in the ground that can trip or injure railroad employees.

Mowing is the mechanical process of cutting a woody target species with cutting heads. The cutting heads are mounted on hydraulic arms that greatly extend the reach of the equipment. The machines can be mounted on off-track, on-track or hi-rail equipment. Large machines are required for railroad application because of the wide range of conditions found on the ROW. On-track equipment has the advantage of not having to operate over rough terrain. Off-track equipment can work independently of train movement but production may be limited by the difficulty of moving over rough terrain.

Railroad safety guidelines may restrict the use of brush cutters within developed or recreational areas. Mechanical cutters present certain safety problems which railroad personnel must take into consideration. Not only is brush cutting potentially hazardous to the general public, but railroad workers are at a higher risk during the work.

### Herbicide Application

Herbicides have been used on ROW's to control vegetation because of their specificity, range of target species, degree of control, economics, safety and application methods that provide extensive control by the applicator.

Herbicides are essential to eliminate vegetation on the ROW roadbed (the ballast and shoulder area). There is no known mechanical method for adequate vegetation control on the ROW roadbed as required by Federal laws and regulations. The ballast and shoulder must be free and clear of all vegetation. This requirement necessitates that vegetation be removed down to and including the root system.

An herbicide control program consists of two different types of applications, a pre-emergent program in which the plant absorbs through developing roots before emerging from the ground and a post-emergent program in which plants absorb through foliage and other green portions or through woody portions of the plant. Target species are divided into two categories: weeds and brush.

### Weed Control

The weed control program is designed to eliminate all vegetation located on the roadbed, around signs and signals and in yards and other railroad facilities. Herbaceous vegetation is the primary cover type with a lesser number of shrubs and trace seedlings also present. A combination of pre and post-emergent herbicide application accomplishes the goal of complete vegetation eradication.

### Pre-emergent Herbicide Program

The pre-emergent herbicide program is directed primarily to the railroad yards and incorporates IPM to minimize the amount of herbicide used. This program is especially important with regard to employee safety because most employee activities take place within rail yards. The scheduling of a main line or yard track section for a pre-emergent herbicide application will depend on a review of the previous year's vegetation density and control efforts and an estimate of vegetation density for the coming season.

Pre-emergent herbicide applications within yards can usually be done from a hi-rail spray truck. This type of vehicle operates on the rail and has the advantage of not having to operate over rough terrain. These trucks have a rear mounted boom located about 18 inches above the ground. Spray nozzles are equipped with a spring-loaded shut-off valve to prevent dripping when pressure is turned off and some vehicles will also be equipped with specialize gutter type systems to catch any potential drips from the nozzles. Booms are operated by the operator who has number of controls at his disposal to control both when and where herbicides are applied.

Herbicide sprayed from hi-rail trucks is applied at low pressure between 30 and 40 PSI. Timing of herbicide application is dependent on favorable weather conditions and applications of pre-emergent treatment can usually begin in March.

#### Post-emergent Herbicide Program

The post-emergent herbicide program is directed primarily toward vegetation eradication on the railroad ROW main and branch lines. These areas comprise the bulk of a railroad's ROWs and account for the greatest proportion of herbicide use.

Post-emergent herbicide application begins in the spring and is weather and target species dependent. All treated areas are later inspected and the effectiveness of the treatment is evaluated. If necessary a second treatment may be applied later in the year.

#### Brush Control

The brush control program is designed to control vegetation in areas adjacent to the shoulder through the selective use of post-emergent herbicides. The type of herbicide selected will depend on the species of target vegetation present. The application method will depend on the density of target vegetation and previous mechanical control efforts. Shrubs and herbaceous vegetation in these areas will be maintained where possible.

There are several methods for the application of post-emergent herbicides to the target vegetation. The variety of methods allows the applicator to selectively apply the herbicide directly onto the target vegetation. These are described below.

#### Foliar

In order to control the growth of brush and woody plants along and adjacent to the shoulder and within the railroad ROW, licensed applicators will selectively apply herbicide to the foliage and or stem by a variety of flow-pressure mechanical spray devices. Application will normally be done using a hi-rail vehicle equipped with specialized nozzles and control devices. Herbicide use will be determined by the contractor in consultation with the railroad and herbicide choice will be based on the types of brush or wood plants that need to be removed or trimmed. Herbicides are applied under low pressure - 30-40 PSI.

In addition to brush and woody plant removal, foliar applications will be used to carry out necessary side trimming. Side trimming is the selective application of the herbicide to target

portions of a tree. The procedure avoids removal of the entire tree and permits removal of the portion of the tree that interferes or may interfere with the safe operation of the railroad. Foliar applications and particularly side trimming applications are performed by licensed applicators who manually control wands and nozzles so that herbicides are only applied to those areas in need of trimming. Use of low pressure nozzles and specialized materials enables crews to minimize drift.

#### Stem

In some cases applicators will selectively apply herbicide in a petroleum or crop oil base to the lower portion of the main trunk of a tree. This treatment is designed to inhibit the re-growth of the tree and thus minimize the need for foliar treatment in the future. The equipment used of this type of treatment is often a manually operated pump apparatus.

#### Cut Surface

This procedure is the application of an herbicide to the stump immediately after cutting or mowing. Traditionally the herbicide is manually painted or squirted directly onto the cut stump surface and inhibits future growth.

#### Application Timing

Post-emergent herbicides applied to control woody vegetation in the areas adjacent to the shoulders will be applied beginning in the spring and may continue throughout the year on selective sections of the ROW as part of the railroad's vegetation control program. Stem and cut surface treatments are effective year round. As in weed control, all treated areas are later inspected and evaluated. If further treatment is needed, a post-emergent herbicide is selectively applied to unwanted vegetation. Every consideration will be taken to minimize herbicide use while guaranteeing the overall safety of the railroad system.

### MANAGEMENT OF RAILROAD RIGHTS OF WAY

Concern for public and employee welfare, environmental protection and safety is the primary reason for vegetation maintenance on the railroad ROW. Railroads carry a constant flow of raw material and finished products into, out of, and through Connecticut. Railroads and their ROWs play a vital and unique role in the operation of interstate commerce. Some rail lines also provide vital commuter and passenger rail services. Major track segments have few alternate or duplicate routes and cannot be closed easily or for long periods of time for vegetation maintenance without creating major service disruptions. Vegetation management must be scheduled around the normal schedule of rail traffic. Detailed planning and scheduling is required to accomplish vegetation maintenance activities within a narrow time window. This document reflects railroad ongoing efforts to manage vegetation within and adjacent to their track structure and to continually improve methods for managing vegetation along their rail lines. Herbicide application can only take place under certain conditions when weather is sufficiently calm and dry to permit an application.

#### Roadbed

The typical railroad roadbed consists of rail and ties, ballast, the ballast shoulder and the drainage system. The ballast and ballast shoulder are constructed of hard stone that supports the track. It distributes the load on the track evenly and drains water away from the roadbed and track structure. The roadbed drainage system is constructed to carry that water out of the ballast away from the track. The roadbed portion of the ROW requires total vegetation control.

### Bridges

Open deck bridges, particularly those over water, are not and will not be treated with herbicides. Roadbed approaches to bridges will be treated up to the abutment back wall. The areas under bridges will be maintained in a manner to prohibit vegetation from interfering and compromising bridge structures. The default mechanism for controlling brush beneath bridges is mechanical cutting.

### Culverts

Culverts are generally constructed with steel pipe, concrete pipe or stone and are normally placed at right angles to the track. Culverts are essential to moving water away from the track structure and insuring that drainage systems operate efficiently. Culverts are inspected periodically and cleaned manually or using mechanical means to insure water flows through them efficiently and doesn't back up along railroad ROWs potentially causing washouts and other damage to track structures.

### Ditches

Drainage ditches must be maintained weed free to permit the flow of water away from the ballast and track structure and to maintain a stable road bed. Ditches are generally directly adjacent to the road bed ballast section and are an integral part of the track structure. Ditches are maintained using mechanical means to clear the ditches and keep them open and through the application of herbicides to keep the ditches weed free. When Herbicides are applied to the drainage ditches they are applied only in accordance with the label instructions of the material being used and only material approved for use in Connecticut is applied. Herbicides are not applied to drainage ditches that contain running water. Herbicides will be applied to drainage ditches in some cases if they hold non-running water, essentially a puddle that is contained in a highly localized spot.

### ROW Areas Adjacent to the Shoulder

Woody vegetation growing in areas adjacent to the shoulder will be managed to promote the growth of low growing shrubs. Targeted woody vegetation will be that which has the potential to block visibility or invade the roadbed and/or over head communication lines. Target vegetation will include but not be limited to the following:

Ailantus	Black Walnut	Honey Locust
American Basswood	Blackthorn	Maple
American Beech	Butternut	Northern Catalpa
American Hornbeam	Cherry	Oak

Apple	Eastern Hornbeam	Pine
Ash	Eastern Cedar	Poplar
Aspen	Elm	Sassafras
Birch	Flowering Dogwood	Shadbrush
Black Locust	Hawthorn	Spruce
Black Tupelo	Hickory	Vines

The areas adjacent to the shoulder are those areas that are between the edge of the ballast section (shoulder) and the edge of the railroad ROW on either side of the track. Low growing vegetation within the adjacent areas can serve a number of beneficial purposes so long as that growth does not impede critical sightlines for train crews, impede with maintenance of way activities or endanger employees who must work on and adjacent to the tracks. Tall growing shrubs and trees within the adjacent areas must be controlled in order to protect signal and communications lines, to maintain sightlines for train crews so they can observe the ROW ahead of the train and to avoid trees and shrubs from hitting trains as they pass. Vegetation in these areas will be managed using mechanical means and the application of herbicides.

#### Grade Level Road Crossings

Vegetation at grade level road crossings will be controlled with the application of herbicides as well as selective mechanical cutting in order to preserve critical sightlines for train crews and for members of the public who use the road crossing.

#### Railroad Signals, Signal Cases, Communication Systems and Signs

The areas around signals, communications systems, signal cases and signs will be maintained weed free providing a safe line of sight between the engineer and the signals or signs and to permit maintenance of the equipment. All signal/communications will be protected in order to protect the integrity of the signal and communication systems.

#### Inside Curves

In the area adjacent to the shoulder, on the inside of curves, low growing vegetation must be maintained to allow railroad employees on trains to inspect trains as they operate around curves. Vegetation must also be managed in these areas to insure sight lines are maintained permitting train crews to see ahead of trains as they operate through curves.

#### Railroad Facilities

Railroad facilities include yards, buildings, fueling facilities, and off-track areas. Yards are areas with multiple tracks and switches where trains are assembled, disassembled and equipment is stored. Yards are areas where employees are working on the ground around moving cars and trains that are being moved from track to track and being assembled into trains. They are areas that must be maintained as weed free as possible to minimize the possibility of an employee tripping or falling. Buildings include offices, maintenance and repair buildings and signal towers, usually within yards. Fueling areas are locations where locomotive fuel is stored and distributed. Off-track areas are areas that are not accessible by rail.

Railroad facilities must be maintained as weed free as possible to allow safe and efficient operation, reduce fire hazards and permit proper inspection of railroad track and facilities.

#### REMEDIAL PLAN TO ADDRESS SPILLS AND RELATED ACCIDENTS

Licensed Applicators who operate in the State of Connecticut have plans for the unlikely event of a spill or accident. Since there is no such thing as a standard event, applicators must weigh factors specific to the situation and use their best judgment to decide the appropriate course of action in the event of a spill. Because applicators normally carry only small amounts of herbicides, the potential for serious accidents is relatively small.

Federal and state statutes establish emergency response procedures that must be followed by companies and their contractors in the event of a spill or related accident. Under the Federal Environmental Pesticide Control Act, it is the applicator's legal responsibility to clean up pesticide spills resulting from their use and handling of the product. Applicators are liable for damages, subject to penalties and obligated to clean up and decontaminate areas resulting from pesticide spills.

The Comprehensive Environmental Response, Compensation and Liability Act of 1980 (CERCLA) 42 U.S.C. 9601 et. seq., and the Federal Water Pollution control Act (CWA 22 U.S.C. 125 et. seq.) are aimed at eliminating the accidental discharge of oil and hazardous substances into the environment, providing for the cleanup of such substances, and establishing responsibility for costs of cleanup. CERCLA and CWA are implemented by the National Oil and hazardous Substance Pollution Contingency Plan (NCP) 40 CFR 300 et. seq.

The Farm Chemical Handbook (published by Meister Publishing Co., Willoughby, Ohio), U.S. Department of Transportation "1987 Emergency Response Guidebook" (available from UNZ and company Jersey City, New Jersey), herbicide labels, and material safety data sheets provide reference information for the chemicals being used. Applicators carry equipment for emergency action including sand or other absorptive material, broom, shovel and heavy duty plastic bags or other leak-proof sealable containers.

#### SUMMARY

The management of vegetation within railroad track and structures and along railroad ROWs is a critical component of railroad safety programs in Connecticut. Vegetation both within and adjacent to the track structure inhibits the railroad's ability to properly inspect its track and structures and - equally important - detect flaws that can cause accidents and injury to employees, the environment and the general public. The maintenance of safe sightlines along ROWs and particularly on approaches to highway grade crossings is essential to allow train crews to operate safely and likewise to support safe operations by the general public when around railroads. Maintaining clear roadbeds and clear areas adjacent to the track structure both along ROWs as well as in rail yards provides rail employees with a safe working environment minimizing hazards that can cause personal injuries.

The application of herbicides is performed in a safe and controlled way that is presently being overseen by authorities at the Connecticut DEEP and the EPA. Licensed contractors who

apply herbicides to rail ROWs only work with herbicides authorized for use on ROWs by the EPA and the State of Connecticut. When applied by a Connecticut licensed applicator in accordance with federal and state law, herbicide label instructions, and this Vegetation Management Plan, an herbicide selected from a list of products licensed for use in Connecticut is expected to have no unreasonable adverse effects to the general public or the environment. Many mechanical techniques for vegetation management pose risk and danger to the general public and to employees. Presently there are no adequate mechanical methods available for controlling vegetation found on railroad roadbeds and ROWs that must be kept clear of vegetation in order to meet critical safety requirements. Both federal and state regulations, and sound operating principles, mandate that railroads visually inspect their entire ROW system. Tracks and structures must be clear of vegetation in order for inspectors to detect defects and repair those defects before they become safety hazards. Inspectors and employees must be able to visually inspect communications systems, drainage systems and other signs and devices along the ROWs. Approaches to highway at grade crossings must be kept clear so that train crews can see the road ahead and so that members of the public using the crossings can observe approaching trains. Herbicides provide the most reliable and generally safe method to prevent and remove weeds which inhibit inspections. Track, structures and ROWs that are clear of vegetation result in significantly fewer employees being injured. Avoidance of mechanical cutting results in fewer employees being injured or even killed.

Since herbicides are available in a wide variety of dry and liquid forms, the railroad and its contractor can select the most effective herbicide for that particular site and target vegetation. Because herbicides have been developed over the years that are increasingly effective and their application much more precise, application rates per acre have dropped significantly and improvements continue. Licensed applicators use sophisticated on-track vehicles and have the ability to control booms and nozzles such that they can selectively control application locations and rates. Applicators constantly monitor the environment and only apply herbicides when weather conditions permit. Applicators maintain careful records that note material used and areas treated.

In summary, highly trained licensed professional applicators assisted by railroad personnel will apply herbicides chosen from a state and federal approved list that are specific to the target vegetation. By using state of the art equipment and specific adjuvants, applicators will safely, efficiently and economically manage vegetation on the ROWs. The end result is a safe and environmentally sound transportation system.

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January 23, 2020

Mansfield Town Council  
Mansfield, Connecticut

Dear Council Members,

I am writing to express my concern over the presence of school resource officers (SROs) at E.O. Smith. Research does not demonstrate that SROs have any effect on school safety. Research does show that the presence of SROs may contribute to more Black and Latino students and students with developmental disabilities being disciplined. A recent Connecticut Voices for Children report found that SROs “do not appear, on average, to contribute statistically to a measurably safer school climate, however their presence may contribute to more students experiencing discipline for school policy violations.”

I have heard people say that this will not happen at E.O. Smith. Although the teachers and administrators at E.O. Smith may be fabulous, this kind of thing can happen anywhere because of implicit bias. I do not believe that most school resource officers mean to overtly target students of color. I do believe that because of implicit bias (something we all have), unintended consequences and discrimination can happen despite best intentions.

If it is determined that the town will continue to employ the SROs, I urge you to revisit the MOU that E.O. Smith has written. I have read the recap of the E.O. Smith MOU that was presented to the town council at your last meeting and that was included in the January 13<sup>th</sup> minutes. National model MOUs (from organizations concerned about biased discipline) suggest that MOUs should “include language that explicitly prohibits SROs from involvement in enforcing school codes of conduct or engaging school discipline, and clarify their role to ensure safety and security” (*SECURE Local Implementation Rubric*, U.S. Departments of Education and Justice, <https://bit.ly/300m8lW>). In addition, an MOU should clearly specify that SROs should undergo anti-racism and other trainings that deal with bias. “Other topics can include use of force that reflects differences in strength and physical vulnerabilities of youth, limited appropriate use of handcuffs in a school setting, consequences of student involvement in the criminal and juvenile justice system, and all available alternatives to arrest” (*SECURE Rubric*).

I am just as concerned about safety as any parent (my two children will eventually attend E.O. Smith), but given that research shows that SROs do not improve school safety and often lead to discrimination of some students, I wonder why the school feels the need for them.

The CT Voices report also discusses perceptions of SROs. Surveys have found that although teachers and administrators see SROs as a valuable resource, students have more varied reactions. If the town continues to employ the SROs, it is important that students’ perceptions of SROs be included in school climate surveys. According to the CT Voices report “research shows that a student’s identity significantly impacted how they were likely to feel about SROs...Black students and students who had experienced victimization felt less safe in schools where SROs were present.”

I have attached the SECURE Rubric document to this letter as well as an August 2013 Issue Brief on the subject from the Children’s Defense Fund (<https://bit.ly/2vikLjS>) and an MOU between Denver Public Schools (DPS) and the Denver Police Department (<https://bit.ly/38DMeej>). Thank you for reading both and for continued discussion on this important matter.

Helene Marcy  
18 Thomas Dr.  
Mansfield, CT

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# ISSUE BRIEF



August 2013

## School Resource Officers: Recommendations for Maximizing School Safety and Minimizing Risks to Ohio Children

### Introduction

In December 2012, Edward Ward, an advocate for school discipline reform and current student at LaSalle University in Chicago, testified before the United States Senate Judiciary Subcommittee on the Constitution, Civil Rights and Human Rights in a hearing entitled, "Ending the School-to-Prison Pipeline."<sup>1</sup> Edward offered the Senators a disquieting view of the role school discipline policies generally, and police officers in schools specifically, had on his experience as a high school student:

I grew up on the West Side of Chicago, where I attended and graduated from Orr Academy High School. My high school seemed like its own personal prison. From the moment we stepped through the doors in the morning, we were faced with metal detectors, x-ray machines and uniformed security. Upon entering the school, it was like we stepped into a prison.<sup>2</sup>

While this equipment seems starkly out of place in an environment that is intended to support the intellectual growth and personal development of future leaders, the role of adults in reinforcing this dehumanizing culture is particularly disturbing. In Edward's testimony, he describes the school's "very tense" environment where school security officers, "whose only purpose seemed to be to serve students with detentions or suspensions," filled the halls.<sup>3</sup> He goes on to explain the role police officers also played in that tense environment.

While the security guards constantly threatened to discipline students, the police officers stationed at my school were even more aggressive. Most Chicago public high schools have 2 on-duty police

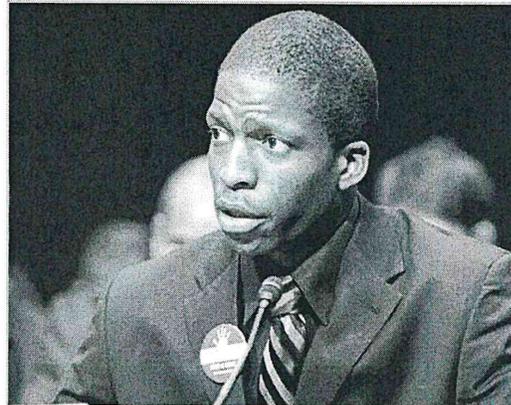


Photo © Koki and Youth Today

Edward Ward testifying at the United States Senate Judiciary Committee hearing on the school-to-prison pipeline in December 2012.

officers present. Our school even had a police processing center so police could book students then and there. The officers don't get any special training to be in the school so they don't treat us like we are misbehaving; they treat us like we are committing crimes. I remember when a fight broke out between two young women and the police were called. While trying to break up the fight, the police grabbed one of the young women and slammed her to the ground numerous times although there were no weapons involved in the altercation. Every time there was a fight the police would step in and handcuff students even in cases where there was no weapon. Some would be sent to the police station in the school, a few or some never came back to school after that.<sup>4</sup>



## ISSUE BRIEF • School Resource Officers

Edward's experience with school-based policing should cause widespread alarm about the ways that discipline and school security policies and their implementation are undermining the educational mission of our schools and failing to support the healthy growth and development of young adults. His words of warning are all the more salient given recent increased interest in school-based policing.

Two days after Edward's testimony in the United States Senate, 20 young children and six adult educators were killed by a gunman at Sandy Hook Elementary School in Newtown, Connecticut. The tragic Newtown shooting has pushed the issue of school safety into the national spotlight, perhaps overshadowing Edward's testimony and the impact of his statements. School Resource Officers (SROs), police officers who are assigned to work in schools,<sup>5</sup> have been at the center of discussions as communities debate how to protect children from violence in schools.

Shortly after the Newtown shooting, the National Rifle Association issued a call to do "whatever is necessary to put armed police officers in every school."<sup>6</sup> A few weeks later, President Obama announced a plan "to protect our children and our communities by reducing gun violence."<sup>7</sup> The President's plan proposes \$150 million for school districts and law enforcement agencies to hire School Resource Officers, school psychologists, social workers, and counselors.<sup>8</sup>

In the wake of President Obama's recommendations, child advocacy organizations and community groups across the country have joined together to explain why the tragedy of Newtown must not be used to advance policies and practices such as those highlighted in Edward's Senate testimony. As Edward's account of his high school compellingly shows, the decision to bring more police into schools should be made with extreme caution, so as not to exacerbate the Cradle to Prison Pipeline<sup>®</sup> and risk pushing more students out of school in the name of school safety.<sup>9</sup>

This issue brief is directed at Ohio school districts that have SROs or are considering them. It seeks to provide guidance about how they can be used most effectively,

often together with other strategies to improve school climate. First, the brief cautions that adding SROs, if special steps are not taken, can contribute to a negative school climate and to the Cradle to Prison Pipeline<sup>®</sup>, especially in communities like Edward's. If used as disciplinarians, SROs can set children on a path to school failure and early, unnecessary contact with juvenile and criminal justice systems. For communities that will decide (or have decided) to include SROs in their school safety plans, this brief provides information about promising model practices and policies that can minimize the risks too often inherent in school-based policing and help school-based police officers contribute to a positive, productive learning environment where student success is supported.

### The Importance of Positive School Climate in Preserving School Safety and Supporting Student Success

Despite the horrific nature of school shootings, children are safer in school than in almost any other place.<sup>10</sup> The absolute best way to promote and preserve school safety is for community stakeholders, parents, students, and school staff to work together to build a positive school climate that minimizes police intervention<sup>11</sup> and emphasizes positive, preventive approaches to school discipline, reserving suspension and expulsion for only the most serious offenses that endanger students or staff.

Children learn best when they attend and remain in school. They thrive in environments that foster respect and in which adults develop strong relationships with students and take an active role in teaching and modeling appropriate conflict resolution strategies, practices that prevent bullying, and other positive social skills.<sup>12</sup> Thus, any consideration of reforms related to school safety must be based on research and data that show what works most effectively with children and youth. A school with police officers who are not trained in child development and who have no or limited experience with or knowledge about how to interact positively with young people works against the goal of engaging students for academic and personal success.

Research shows that a positive school climate helps to promote academic achievement, school success, effective violence prevention, healthy student development, and teacher retention.<sup>13</sup> School climate refers to both school life (for example, safety, relationships, teaching and learning) and larger organizational patterns (for example, fragmented or cohesive, healthy or unhealthy, conscious or unrecognized).<sup>14</sup> Introducing police officers into the school environment affects school climate, and its impact can be profoundly negative, especially if executed without careful thought, planning, and a clear understanding of the limitations and expectations at the outset. To this end, the recommendations set forth by the Interdisciplinary Group on Preventing School and Community Violence serve as a useful set of principles for all communities to consider when discussing the addition of School Resource Officers.<sup>15</sup> These recommendations include not intensifying security in schools, but instead increasing school and community access to mental health supports and integrated services that address needs and identify threats. Communication among stakeholders that emphasizes well-integrated programs that are balanced, effective, and well-monitored is key.<sup>16</sup> School police officers, if present, must be part of that integrated, positive approach.

### School Resource Officers in Ohio and Nationwide

According to the Ohio School Resource Officers Association, School Resource Officers are trained to fulfill three roles: (1) law enforcement officers whose primary purpose is to keep the peace in schools; (2) law-related mentors who provide guidance to students, parents, and administrators; and (3) law-related teachers who share expertise in the classroom.<sup>17</sup> Proponents of SROs point to several positive roles for SROs. They might provide an extra safety net in schools, provide boundaries and expectations for students, parents, and teachers, and serve as positive role models and educators on law-related topics.<sup>18</sup>

As the role of SROs is being defined, their number is growing. According to the U.S. Department of Justice,

the number of SROs across the country increased about 38 percent between 1997 and 2007.<sup>19</sup> About 75 percent of Ohio's more than 600 school districts currently have at least one SRO.<sup>20</sup> Whether the past decade's increase nationally in SROs has been beneficial for students overall, however, is a matter of debate.

After the school shooting incident at Columbine High School in Littleton, Colorado in 1999, many schools in Colorado increased police presence in their school buildings. Following these changes, Colorado saw increasing numbers of students arrested in school, mostly for relatively minor offenses unrelated to weapons.<sup>21</sup> Education and school discipline reform advocates have pointed out that as the use of highly punitive zero tolerance school discipline policies and the corresponding presence of police officers in schools have increased, more and more children are being pushed out of school and into the nation's juvenile and criminal justice systems.<sup>22</sup> It is crucial that communities considering adding or expanding the use of SROs in their schools understand and discuss this disturbing trend.

### Unintended Consequences: How SROs Can Exacerbate the Cradle to Prison Pipeline

The term Cradle to Prison Pipeline<sup>®</sup> refers to the criminalization of children, especially children of color and low income children, at increasingly young ages.<sup>23</sup> A Black boy born in 2001 has a one in three chance of going to prison in his lifetime; a Latino boy has a one in six chance.<sup>24</sup> Many of the policies and practices that lead to these startling outcomes happen in our schools. The use of zero tolerance policies in student discipline and the use of police officers to patrol schools, ostensibly to ensure student safety, have exacerbated the Cradle to Prison Pipeline<sup>®</sup> in Ohio.<sup>25</sup>

Zero tolerance policies are automatic and harsh punishments for a wide range of student infractions, including non-violent disruptive behavior, truancy, dress code violations, and insubordination.<sup>26</sup> Even when school policies don't impose automatic suspensions for specific behaviors, the culture of overzealous exclusionary discipline policies fostered by the zero

## ISSUE BRIEF • School Resource Officers

tolerance philosophy has created a situation in which children are being removed from school for increasingly minor behavior issues.

An October 2011 report from the National Education Policy Center found that only five percent of suspensions nationally were for weapons or drugs, while the other 95 percent were for “disruptive behavior” or an ambiguous “other” category.<sup>27</sup> According to the Ohio Department of Education, only six percent of out-of-school suspensions during the 2010–11 school year involved weapons or drugs.<sup>28</sup> Schools that frequently remove children from school for disciplinary reasons are also likely to show increased numbers of arrests of students in school. The presence of police officers in school buildings often exacerbates that problem. Nationally, hundreds of thousands of students are arrested or given criminal citations at schools each year.<sup>29</sup>

Police officers are often brought into schools for the purpose of improving students’ and educators’ sense of security, but when schools fail to establish clear boundaries separating serious offenses requiring police intervention from school discipline issues that should be handled by educators and specially trained school staff, officers can overstep their role.<sup>30</sup> SROs are becoming “zero tolerance disciplinarians” and arresting youth for disruptive rather than dangerous behavior.<sup>31</sup> Although there is no single national set of data setting out every arrest by SROs or police officers in the nation’s schools, multiple data sets show that as the presence of law enforcement officers in schools has increased over the past decade, arrests and referrals to the juvenile justice system have also increased.<sup>32</sup> **In a three year study of 13 schools with a School Resource Officer and 15 schools without an SRO in a Southeastern school district with urban and suburban characteristics, a professor at the University of Tennessee found that the schools in the study with SROs had nearly five times the number of arrests for disorderly conduct as schools without an SRO, even after the study controlled for the level of economic disadvantage of the school.**<sup>33</sup>

School-based arrests of children for disorderly conduct and other non-violent offenses simply should not happen.

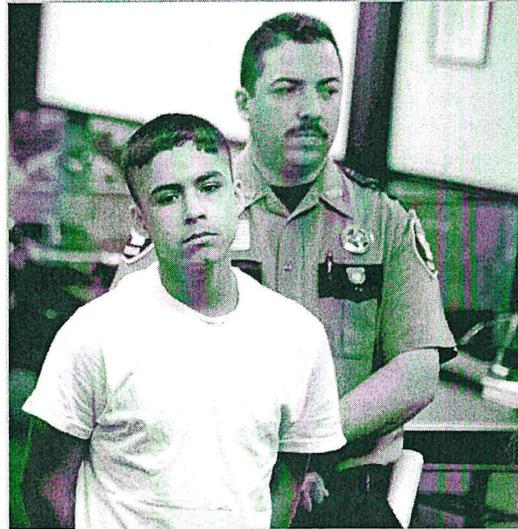


Photo © Steve Liss

But they are happening in Ohio. In Toledo Public Schools during the 2009–2010 school year, for example, approximately 648 students were arrested under Toledo’s Safe School Ordinance,<sup>34</sup> which allows for students to be arrested and charged for disruptive behavior in school. Of those 648 students, 552, or 85 percent, were Black, even though only approximately 48 percent of students enrolled in Toledo Public Schools are Black.<sup>35</sup> Schools must implement more effective and appropriate responses to prevent and address student behavior in a way that avoids arrest and is not racially disproportionate. School safety, and a positive school climate, are critical for students to learn, grow, and develop and should be priorities for school administrators, parents, students, and the community as a whole. Unnecessary student arrests do not serve that purpose.

There is ample evidence that SROs can create, rather than prevent, a fearful environment in schools.<sup>36</sup> Many children, especially children of color, have had powerfully negative interactions with the police in their neighborhoods, which makes the presence of police officers in schools, for the stated purpose of student comfort and safety, particularly unsettling. This is exacerbated by the fact that youth of color are more

likely to attend schools that are patrolled by SROs.<sup>37</sup> Additionally, the kinds of relationships children have with adult authority figures greatly impact their relationships and social interactions going forward, especially for children who fail to develop secure attachments to loving, protective caregivers when they are very young.<sup>38</sup> Fearful environments in schools fail to help children learn how to develop meaningful relationships with adults in the school environment, a missed opportunity for students in need of positive relationships. It also is true that school climates that project an expectation that students will behave poorly become self-fulfilling prophecies: students have less reason to respect each other or adults in the school when the expectation is that they will misbehave.<sup>39</sup>

These facts further reinforce the need for caution when considering adding SROs to school buildings. Communities must discuss how the use of overly harsh student discipline and the presence of police officers in schools have exacerbated the Cradle to Prison Pipeline® in Ohio and should discuss whether adding SROs to their buildings will be counterproductive to their overall goal of improving school safety by fostering a negative school climate. In too many cases, the primary impact of SROs in schools has been to push more young people out of school. Communities that consider adding SROs, therefore, should also engage in discussions about reducing exclusionary discipline practices like suspension and expulsion, and eliminating, to the extent permitted by law,<sup>40</sup> zero tolerance policies in their schools. Only if SROs are part of a larger strategy to build a positive school climate and reduce the push out of students from school will the effort be more likely to result in a net positive for all children.

#### Models and Promising Practices: Minimizing Negative Impacts and Maximizing Positive Impacts

Schools that create positive school climates by implementing positive, preventive approaches to discipline<sup>41</sup> and fostering respectful relationships between adults and students rarely have a need for police intervention into incidents on their campuses.<sup>42</sup> However, if School

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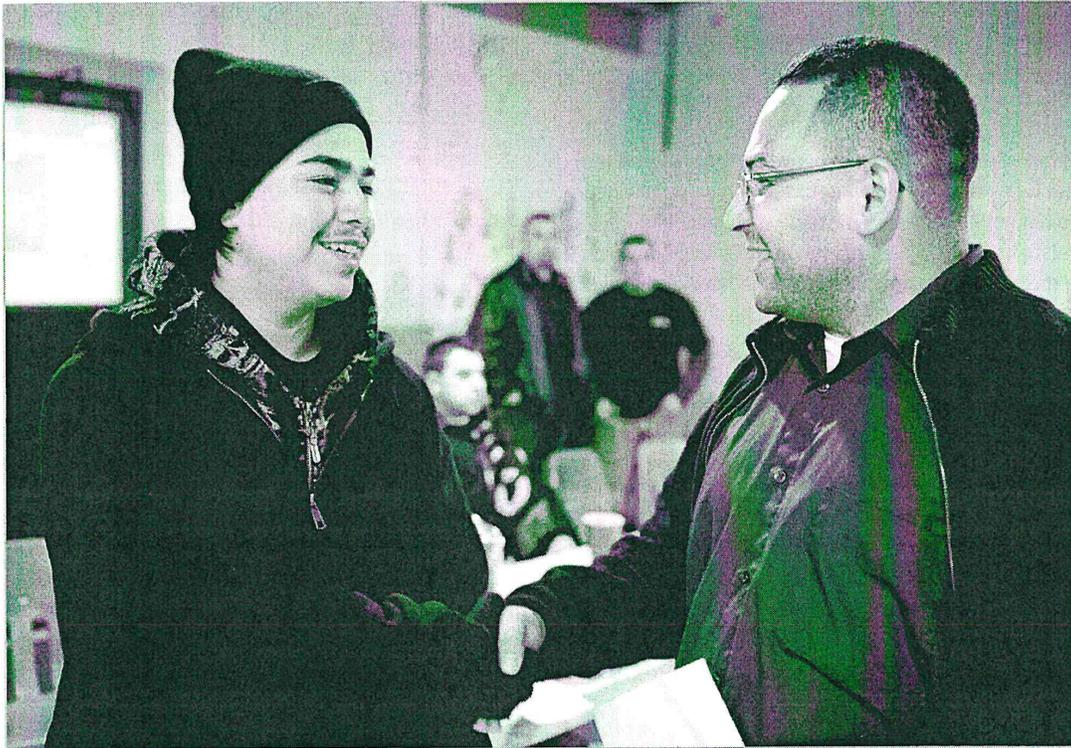
Resource Officers are being used in a school or school district, there are particular strategies school districts and communities should implement to maximize their potential impact on positive school culture. With proper resources and support, School Resource Officers can play an important role in fostering a positive school climate.

To do it right, it is important to engage early in the process with input from and communication with as many community stakeholders as possible, including parents, students, teachers, school staff, and representatives from the juvenile justice system and child advocacy community. Communities should also seek written memoranda of understanding between the school district and police department that clarify limitations and expectations on the part of both. Successful adoption and implementation of SRO programs typically include robust community engagement and participation in the process.

#### Lessons from Promising Model SRO Programs

##### *Limit the Role of SROs in Disciplinary Matters, Except for Those Involving Guns or Drugs*

All of the promising model SRO programs across the country have as a common premise the clear delineation of what duties are and are not under the purview of SROs. As explained in this brief, when an SRO takes on



the role of school disciplinarian, the larger goal of a positive school climate is significantly undermined and children are not set up to succeed. It is critically important to establish the difference between routine disciplinary incidents, which do not warrant an SRO's involvement, and firearm or serious drug incidents that might warrant law enforcement intervention.

***Encourage SROs to Consider the Individual Circumstances Involved***

The Charles Hamilton Houston Institute's publication *First, Do No Harm: How Educators and Police Can Work Together More Effectively to Keep Schools Safe and Protect Vulnerable Students* provides an instructive example of the benefits of SROs taking a more individualized, less punitive approach to students involved in a school altercation rather than an automatic zero tolerance approach focused solely on stopping and

controlling the situation. The sample list of questions below that the SROs might ask when confronting two girls fighting at school demonstrate differences between the two approaches.<sup>43</sup>

This first list exemplifies the more individualized, less punitive approach:

- Are the girls fighting in school to be safe?
  - [O]fficers perceived that many fights occurred in school because youth hoped officers would referee the fights and break them up before they became dangerous.
- Are any of these girls known to be special education students or experiencing severe problems at home?
- Is anyone injured?
- What is the severity of the injuries?

- Don't I know you?
  - 'Frequent flyers' (students who were frequently in trouble in school) got less benefit of the doubt and fewer opportunities to explain themselves.
- What's the subtext of the fight?
  - Is one of these girls resisting gang recruitment? Is there a boy involved? Is there bullying? Is one girl a victim of the other?<sup>44</sup>

These questions use the zero tolerance approach, focused solely on stopping and controlling the incident:

- The rule is no fighting in school:
  - Is this a first fight for the girls involved?
  - If so, clerk magistrate summons.
  - If not, arrest.
- How severe is the fight?
  - Can we charge for assault and battery with dangerous weapon or aggravated assault & battery with serious bodily injuries?
  - Were weapons used?<sup>45</sup>

A subjective and individualized, rather than an automatic and ill-informed, assessment of the situation is essential to informing consequences and interventions. By training officers to respond with an individualized assessment first, and establishing clear guidelines and a shared understanding of how and when officers will respond with summons or arrest, schools and SROs set up officers, students, and the system for better results and fewer referrals of students to the community's juvenile justice system.

***Implement Judge Teske's Positive Student Engagement Model for School Policing***

Judge Steven Teske of Clayton County, Georgia helped his community create an SRO Protocol in 2008 after he grew tired of seeing so many cases come before him from area schools that should not have resulted in court involvement.<sup>46</sup> When the use of SROs in Clayton

County was on the rise, school-based offenses rose from 46 incidents in 1995 to more than 1,400 in 2004.<sup>47</sup> Over 90 percent of the cases were misdemeanors.<sup>48</sup> At the same time, Clayton County experienced a decrease in its high school graduation rate and an increase in juvenile crime.<sup>49</sup> To address these problems, Judge Teske brought together members of the community, including educators, police, counselors, mental health professionals, the local NAACP, parents, and students to discuss how to better handle minor behavior problems in schools. After nine months, the stakeholders created a new protocol for how SROs in the schools would operate, which included two memoranda of understanding addressing the interests of all stakeholders: one focused on reducing suspensions, expulsions, and arrests, and the other on developing alternatives to suspension and arrests.<sup>50</sup>

Judge Teske's model SRO protocol has reduced school-based referrals to juvenile court in Clayton County by over 80 percent since 2004. "Now instead of making arrests, police issue warnings for first offenders. Repeat trouble means workshops or mediation. Only then may a student land in court. For chronic offenders, a system of care is in place to help resolve underlying problems."<sup>51</sup> Judge Teske's approach is now being replicated across the country with technical support from the Annie E. Casey Foundation's Juvenile Detention Alternatives Initiative and is referred to as the "Positive Student Engagement Model for School Policing."<sup>52</sup>

Judge Teske believes that SROs can play a positive role in creating and fostering a positive school climate, but only if they have proper training and support.<sup>53</sup> When SROs are specially trained in adolescent development, crisis intervention and fostering positive relationships with students, they can prevent crime, effectively address serious situations, and serve as positive role models for young people.<sup>54</sup>

***Put All the Pieces Together as the Denver Public Schools Did***

In February 2013, Denver Public Schools signed an intergovernmental agreement with the Denver Police Department that significantly changed the role police play in local schools.<sup>55</sup> Driven in part by the Denver-

based parent and youth organization *Padres y Jóvenes Unidos*,<sup>56</sup> the agreement explicitly delineates and limits the role police officers play in Denver schools and provides due process protections for parents and students who are impacted by discipline policies. The agreement revamps the school district's discipline code, redefining and recategorizing student offenses in a way that separates behaviors better suited for in-school discipline from those requiring police intervention.<sup>57</sup> The agreement requires SROs to have additional training, provides the community the opportunity to offer input for supervision of campus policing, and limits the SROs' role to prevent them from becoming disciplinarians in the school.<sup>58</sup> A copy of the intergovernmental agreement is available for download on the Advancement Project website.<sup>59</sup>

***Make Reform Part of a Comprehensive Plan to Change the State's Juvenile Justice and School Discipline Practices***

The State of Connecticut has completely changed its juvenile justice system over the course of twenty years, and an integral part of that effort has been a concomitant effort to reduce school suspensions and expulsions and school-based arrests. In 1992, Connecticut's detention centers were overcrowded, unsanitary, and most of the children exposed to these conditions were not accused of serious offenses.<sup>60</sup> Because so many school arrests are for minor behavior issues, reducing arrests at school for routine and non-serious behavior was identified as one of many goals of the comprehensive juvenile justice reform effort in Connecticut.<sup>61</sup> In 2007, the Connecticut legislature passed a bipartisan law limiting a school's use of out of school suspensions only to "youth who threatened school safety or disrupted the school's educational mission so severely that removal was essential."<sup>62</sup> In addition, nine school districts in Connecticut have signed memoranda of understanding with local police, including school-based police, aimed at reducing arrests at school for low-level misbehavior.<sup>63</sup> These school districts and police partnerships have received support from Connecticut's Juvenile Justice Advisory Committee to support their work.<sup>64</sup>

In 2009, Connecticut launched the School-Based Diversion Initiative, which promotes mental health treatment instead of discipline or juvenile court involvement for students with emotional disturbance. Evaluation has found that the program decreased the number of students arrested and reduced subsequent misbehavior problems.<sup>65</sup>

Finally, in 2011, Connecticut juvenile courts began routinely rejecting referrals involving youth for very minor behavior. According to the Justice Policy Institute, of the first 221 cases that came before the courts after that policy went into place, more than half involved school arrests.<sup>66</sup> Connecticut is also now collecting statewide data on school arrests, hoping that better information, combined with better policies and practices, will reduce the phenomenon of children being removed from school and funneled into the juvenile justice system.

**Recommendations**

As explained earlier in this brief, the best practice for most schools, based on data about school discipline and arrest rates in schools in which School Resource Officers are placed, is to decline to introduce SROs into the school environment. Instead, resources and efforts should focus on building a positive school climate, implementing preventive and positive approaches to discipline, and building a culture of respect and communication between students, school staff, and parents. If communities choose to introduce or have already chosen to introduce SROs into their schools, it is important that special efforts be made to incorporate the SROs into the school climate in a positive way. The three recommendations below will help ensure that SROs are a positive part of school culture and do not contribute to school pushout and the Cradle to Prison Pipeline® crisis.

**1. Every School District with SROs Should Have a Written Memorandum of Understanding**

One of the common characteristics of every model SRO program is a document, often called a memorandum of understanding (MOU), that clearly sets out the duties

and boundaries SROs will follow in particular school settings.<sup>67</sup> Such a document helps “to ensure that law enforcement, school officials, and the communities they serve have a shared understanding of the goals of the SRO program, and that these officers receive the necessary support and training prior to their deployment.”<sup>68</sup> Community participation is critical in developing an MOU will ensure that all impacted parties, including teachers, parents, and students, buy into the rules and responsibilities spelled out in the document and agree to monitor its implementation.

Having in place a written agreement or MOU is so central to the success of an SRO program that some states require schools to adopt MOUs with the police officers who will serve in their buildings. The Pennsylvania legislature, for example, adopted a state mandate in 2010 that requires all school districts and local law enforcement agencies that place SROs in school to adopt MOUs.<sup>69</sup> In December 2011, the Pennsylvania State Board of Education adopted a model MOU in accordance with the 2010 state law.<sup>70</sup> The Pennsylvania model MOU is missing some crucial elements that would make it a better model for improving positive school climate. It does, however, cover issues that protect the school and students, as well as the SRO, by clarifying certain policies, procedures, and rules. For example, the MOU covers when information from student records may be shared with SROs and what procedures are to be followed when an incident involves a student with a disability. The Denver Intergovernmental Agreement that was agreed to in February 2013 specifies due process protections for parents and students, such as notifying parents as soon as possible when their children are ticketed or arrested and that questioning of students must be done, when possible, at a time that least impacts their schooling.<sup>71</sup>

*An effective MOU makes clear the roles and responsibilities of SROs*

SROs should be able to distinguish a disciplinary infraction from criminal behavior. School administrators must retain responsibility for disciplinary interventions. The example below suggests how to do that in an MOU:

Absent a real and immediate threat to student, teacher or public safety, incidents involving public order offenses including disorderly conduct; disturbance/disruption of schools or public assembly; trespass; loitering; profanity; and fighting that does not involve physical injury or a weapon, shall be considered school discipline issues to be handled by school officials, rather than criminal law issues warranting formal law enforcement intervention (e.g., issuance of a criminal citation, ticket, or summons, filing of a delinquency petition, referral to a probation officer, or actual arrest).<sup>72</sup>

***An effective MOU establishes a data collection and reporting system to monitor the activities of SROs***

MOUs must provide for clear communication and transparency regarding what SROs are doing and constant evaluation of how things are working. It is recommended that the MOU require SROs to report on their activities.<sup>73</sup> Without an accurate report, the school, the police, and the public cannot assess the programs properly.<sup>74</sup> For example, the MOU should include language requiring collection of data:

The school district and relevant law enforcement agency shall maintain annual publicly available data, without disclosing personally identifiable information, documenting the following:

- Number of incidents resulting in a juvenile arrest for conduct on school grounds or at a school-sponsored event, broken down by school; offense; arrestee’s age, grade level, race, sex, and disability status; and disposition/result;
- Number of incidents resulting in other forms of law enforcement intervention—including searches and seizures by SROs; questioning by SROs; issuance of a criminal citation, ticket, or summons; filing of a delinquency petition; and referral to a probation officer—for juvenile conduct on school grounds or at a school sponsored event, broken down by

- school; offense or reason; type of law enforcement intervention; juvenile's age, grade level, race, sex, and disability status; and disposition/result;
- Number of suspensions or other disciplinary consequences imposed on students, broken down by school; offense/infraction; student's age, grade level, race, sex, and disability status; and disciplinary consequence imposed;
- Regulations, policies and protocols governing the SRO program;
- Budget information for the SRO program including funding and expenditures;
- Number of SROs deployed to each school;
- Training materials for SROs; and
- Number and types of complaints lodged against SROs.<sup>75</sup>

***An effective MOU must include a grievance procedure for parents, students, and school staff to submit complaints about the activities of SROs.***

MOUs must also include some provisions for parents, students, and school staff to submit complaints, orally or in writing, about abuses or misconduct by SROs, and set in place a process by which such complaints will be heard and acted upon independently. The MOU should include details such as the right of parents to submit complaints in their native language. Additionally, complaints should be investigated and resolved quickly, for example, within 30 days, and allow for consequences for SROs found to have committed abuse or misconduct, such as additional training or suspension from duty.<sup>76</sup>

***An effective MOU must specify minimum selection requirements for SROs***

MOUs should set forth specific criteria for selecting individuals to serve as SROs. Qualities that make sense in this context include caring about and liking children, communicating well, having the ability to teach or the willingness to learn how to teach, and the flexibility to work with school administrators. Moreover, SROs

should not be rookie officers.<sup>77</sup> Children need and deserve to be served by well-trained, well-prepared officers who choose to work in schools because they genuinely care about children and want to ensure their safety and academic and personal success.

***An effective MOU must set forth a training program for SROs***

It is also necessary to include a section on training in the MOU. Minimum training requirements should include a minimum number of hours pre-service, with an additional requirement for annual in-service training on topics including child and adolescent development and psychology, positive behavior interventions and supports, conflict resolution, restorative practices, disabilities and mental health, and cultural competency.<sup>78</sup> To support and encourage application of this training, the MOU should also include a clear statement promoting non-punitive approaches to student behavior and a positive school climate. For example:

The School Resource Officer shall be familiar with and trained in all programs adopting non-punitive approaches to discipline available in the school district. If a school has implemented a specific program designed to improve overall school climate or respond to student behaviors in specific ways, the SRO shall participate in all trainings associated with that program.<sup>79</sup>

**2. SROs Must Receive Extensive and On-Going Training**

Although the above cites to the need to include SRO training in the MOU between the school district and the police department, the need for extensive and on-going training is significant enough to warrant its own separate recommendation as well. Police officers are typically trained to deal with adult perpetrators on the street, not children in school. Because SROs engage in different jobs from a typical patrol officer, it is important for SROs to be properly trained to work in the school setting. At the most basic level, the National Association of School Resource Officers (NASRO) offers a 40-hour training

**A good MOU should, at a minimum:**

- differentiate between disciplinary misconduct, which is to be handled by the school, and criminal offenses, which should be handled by the SRO or other law enforcement;
- understand and respect the rights of the children;
- be transparent and accountable;
- define the role of the SRO, also keeping in mind the educational mission of the school;
- provide for minimum and recommended training requirements;
- promote non-punitive approaches to student behavior;<sup>80</sup> and
- specify that arrest may only be used as a last resort.<sup>81</sup>

course.<sup>82</sup> This course consists of eight hour trainings for five days. It is “designed to benefit school administrators working with law enforcement and any law enforcement officer working with youth, or in an educational environment.”<sup>83</sup> The Ohio School Resource Officers Association offers a similar-sounding 36-hour basic training seminar.<sup>84</sup> Like the NASRO program, the Ohio course is spread over five days. The curriculum includes topics such as major responsibilities of SROs, Ohio School Laws, Memoranda of Understanding (MOU), and tips on integrating an SRO in a school environment.<sup>85</sup> These options for a mandatory pre-service training prior to SROs beginning a school placement are certainly worth consideration.

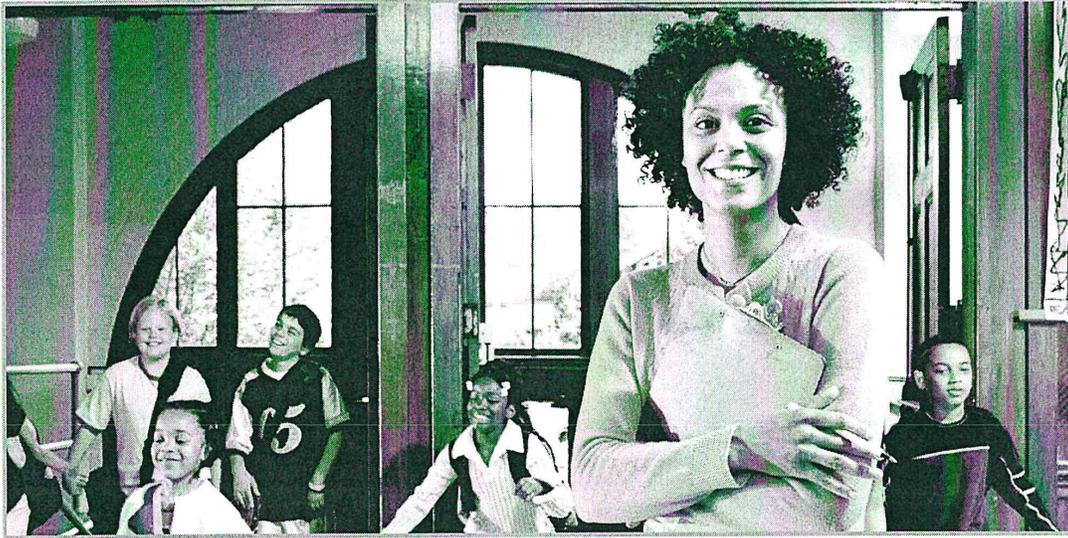
A crucial feature of training for SROs, though, is that training regimes must be on-going in addition to any pre-service courses. Experts have suggested 10 hours annually as a minimum.<sup>86</sup> Training topics must also include, in addition to the basic course, information about child development, adolescent psychology, cultural competence, and other information specific to children and the school environment. Strategies for Youth offers a variety of training courses for SROs, focusing on developing explanations for normative teen behaviors, cultural issues affecting youth/adult interactions, strategies for asserting authority and getting compliance from teens without arrest or use of force, and recognizing and addressing implicit bias. These topics are all part of Strategies for Youth’s course on “Policing the Teen Brain in School.”<sup>87</sup>

### **3. The Roles of the SRO Must Be Clearly Defined and Support the Creation of a Positive School Climate With Ongoing School and Community Engagement and Oversight**

Schools need to establish how much time SROs should spend in each of their roles (i.e., law enforcement, counselor, teacher). It is important that schools establish a good balance between all roles. This is something that is unique to each school district and to each building within a district, of course. A U.S. Department of Justice case study of 19 School Resource Officer programs in 2005 demonstrated that each school studied had a different way of distributing officers’ time amongst their roles.<sup>88</sup> How those roles and officers’ time is divided depends largely on the needs of each community, but discussion of the balancing of officers’ time and focus should be focused at all times on fostering a positive school climate. SROs can and should play a role in helping to educate students and staff about restorative practices, conflict resolution programs, peer mediation, teen courts, and other ways to involve students in reflecting on behavior and how student behavior should be taught, managed, and modeled in schools.

### **Conclusion**

Every child deserves a school that is warm, welcoming, and filled with learning. In an effort to ensure that schools are safe places for children to learn and teachers to teach, we cannot sacrifice those things we know to



be good for children and their development. Without special training and attention, School Resource Officers should not be included in school or district safety plans because they pose a greater threat to the positive development of students than they offer in real or perceived safety. Efforts must be made to maximize the value of additional adults in the school building committed to the well-being of children.

For most children, schools remain among the safest places to be, and fortunately, school shootings are still a very rare occurrence. It is not only possible but absolutely necessary that decisions made about the safety and security of children in school do not further undermine already frayed relationships and drive children away from school, directly or indirectly. There are definite risks to young people when police officers are brought into school environments, although the right training and clear differentiation between law enforcement duties and school administrators' and educators' discipline and classroom management responsibilities can minimize those risks.

This issue brief has not addressed the economic cost of bringing SROs into schools, either with or without the

appropriate training, support, and preparation. Bringing in officers in a responsible way, however, carries with it additional costs both in school staff time and resources. Moreover, the decision to include police officers at a school likely detracts from spending available for far more effective interventions and supports, particularly those most likely to contribute to a positive school climate and student learning.

School safety decisions must involve all stakeholders in a school community, particularly parents and students, and must be directed at building positive school climates. Together, we must commit to ensuring that all children in every school have the best possible chance to remain in school and graduate prepared to contribute to Ohio's economy and communities. This issue brief is intended to contribute to this community dialogue by providing a useful introduction to the issues communities should consider in deciding whether to bring SROs into their schools and recommendations for how to do so responsibly, with a clear focus on what will help Ohio children succeed.

## Endnotes

- <sup>1</sup> *Ending the School to Prison Pipeline: Hearing Before the S. Comm. on the Constitution, Civil Rights, and Human Rights*, 112th Cong. (2012) (testimony of Edward Ward), available at <http://www.judiciary.senate.gov/pdf/12-12-12WardTestimony.pdf>.
- <sup>2</sup> *Id.*, at 1.
- <sup>3</sup> *Id.* at 3.
- <sup>4</sup> *Id.*
- <sup>5</sup> See *A Model Code on Education and Dignity*, DIGNITY IN SCHOOLS CAMPAIGN, Section 3.2a, 38 (2012), available at [http://www.dignityinschools.org/files/DSC\\_Model\\_Code.pdf](http://www.dignityinschools.org/files/DSC_Model_Code.pdf).
- <sup>6</sup> David Nakamura & Tom Hamburger, *Put Armed Police in Every School, NRA Urges*, WASHINGTON POST, Dec. 21, 2012, available at [http://articles.washingtonpost.com/2012-12-21/politics/35950179\\_1\\_gun-regulation-national-school-shield-program-gun-violence](http://articles.washingtonpost.com/2012-12-21/politics/35950179_1_gun-regulation-national-school-shield-program-gun-violence).
- <sup>7</sup> President Barack Obama, *Now is the Time*, THE WHITE HOUSE 1, 1 (2013), available at [http://www.whitehouse.gov/sites/default/files/docs/wh\\_now\\_is\\_the\\_time\\_full.pdf](http://www.whitehouse.gov/sites/default/files/docs/wh_now_is_the_time_full.pdf).
- <sup>8</sup> *Id.* at 10–11.
- <sup>9</sup> *Police in Schools are Not the Answer to the Newtown Shootings*, ADVANCEMENT PROJECT 1, 4-5 (2013), available at <http://www.advancementproject.org/resources/entry/police-in-schools-are-not-the-answer-to-the-newtown-shooting>.
- <sup>10</sup> Nicole White & Janet Lauritsen, *Violent Crime Against Youth, 1994-2010*, U.S. DEP'T OF JUST. BUREAU OF JUST. STAT. (2012), available at <http://www.bjs.gov/content/pub/pdf/vcay9410.pdf>.
- <sup>11</sup> See DIGNITY IN SCHOOLS CAMPAIGN, *supra* note 5, at 21.
- <sup>12</sup> See *id.* at 18–57.
- <sup>13</sup> Jonathan Cohen et. al., *School Climate: Research, Policy, Practice, and Teacher Education*, 111 TCHRS.C. REC. 1, 180–213 (2009).
- <sup>14</sup> *Id.*
- <sup>15</sup> Interdisciplinary Group on Preventing School and Community Violence, *A Call for More Effective Prevention of Violence: December 2012 Connecticut School Shooting Position Statement* CURRY SCH. OF EDUC. (2012), available at <http://curry.virginia.edu/articles/sandy-hookshooting> (endorsed by 183 organizations and over 200 prevention scholars and practitioners).
- <sup>16</sup> *Id.*
- <sup>17</sup> *What School Resource Officers (SROs) Are*, OHIO SCH. RESOURCE OFFICERS ASS'N, available at <http://www.osroa.org/mediakit/what.pdf>.
- <sup>18</sup> *Id.*
- <sup>19</sup> *Bureau of Justice Statistics, LOCAL POLICE DEPARTMENTS 1997, 2000, 2003, AND 2007, using the Law Enforcement Management and Administrative Statistics (LEMAS) survey*, available at <http://bjs.ojp.usdoj.gov/index.cfm?ty=tp&tid=71>; see Amanda Petteruti, *Education Under Arrest: The Case Against Police In Schools*, JUST. POL'Y INST. 1, 1 (2011), available at [http://www.justicepolicy.org/uploads/justicepolicy/documents/educationunderarrest\\_fullreport.pdf](http://www.justicepolicy.org/uploads/justicepolicy/documents/educationunderarrest_fullreport.pdf) (citing U.S. Bureau of Justice Statistics).
- <sup>20</sup> Charlie Boss, *Ohio Schools Look at Adding Police Officers*, THE COLUMBUS DISPATCH, Jan. 27, 2013, available at <http://www.dispatch.com/content/stories/local/2013/01/27/ohio-schools-look-at-adding-police-officers.html#print>.
- <sup>21</sup> ADVANCEMENT PROJECT, *supra* note 9, at 4.
- <sup>22</sup> See *Test, Punish and Push Out: How “Zero Tolerance” and High Stakes Testing Funnel Youth Into the School-to-Prison Pipeline*, ADVANCEMENT PROJECT 1, 3 (2010), available at [http://b3cdn.net/advancement/105cb2181a4545db07\\_r2im6caqe.pdf](http://b3cdn.net/advancement/105cb2181a4545db07_r2im6caqe.pdf); see also Johanna Wald & Daniel J. Losen, *Defining and Redirecting a School-to-Prison Pipeline*, NEW DIRECTIONS FOR YOUTH DEV., 9, 10 (2003) (noting that zero tolerance policies are behind the increase in “the number of students suspended annually from school since 1974 (from 1.7 million to 3.1 million)” and “the enactment of new laws mandating referral of children to law enforcement authorities for a variety of school code violations”) (citation omitted).
- <sup>23</sup> *America's Cradle to Prison Pipeline*, CHILDREN'S DEFENSE FUND 1, 15–16 (2007), available at <http://www.childrensdefense.org/child-research-data-publications/data/cradle-prison-pipeline-report-2007-full-highres.html#updates>.
- <sup>24</sup> *Id.*
- <sup>25</sup> Children's Defense Fund-Ohio, *Zero Tolerance and Exclusionary School Discipline Policies Harm Students and Contribute to the Cradle to Prison Pipeline*, 1, 7 (2012), available at <http://www.cdfonio.org/assets/pdf-files/issue-brief-zero-tolerance.pdf>; see also *The Facts About Dangers of Added Police In Schools*, THE SENT'G PROJECT 1, 1 (2013), available at [http://www.njjn.org/uploads/digital-library/The-Facts-About-Dangers-of-Added-Police-in-Schools\\_The-Sentencing-Project.pdf](http://www.njjn.org/uploads/digital-library/The-Facts-About-Dangers-of-Added-Police-in-Schools_The-Sentencing-Project.pdf) (Adopting zero tolerance policies and adding police officers in schools leads to “unnecessary involvement in the justice system for youth”).

<sup>26</sup> Children's Defense Fund-Ohio, *supra* note 25, at 1.

<sup>27</sup> Daniel J. Losen, *Discipline Policies, Successful Schools, and Racial Justice*, NAT'L EDUC. POL'Y CENTER 1, 8 (2011), available at <http://nepc.colorado.edu/files/NEPC-SchoolDiscipline.pdf>; see also *Lincoln High School in Walla Walla, WA Tries New Approach to School Discipline—Suspension Drop 85%*, ACES TOO HIGH NEWS (2012), <http://aces.toohigh.com/2012/04/23/lincoln-high-school-in-walla-walla-wa-tries-new-approach-to-school-discipline-expulsions-drop-85/> (citing the National Education Policy Center report and describing the "other" category: cell phone use, dress code violation, defiant attitudes, displays of affection, and in at least one case, farting).

<sup>28</sup> iLRC (*interactive Local Report Card Home*), OHIO DEP'T OF EDUC. (2010–11), available at <http://ilrc.ode.state.oh.us/>.

<sup>29</sup> Erik Eckholm, *With Police in Schools, More Children in Court*, THE NEW YORK TIMES, Apr. 12, 2013 at A1.

<sup>30</sup> *Id.*

<sup>31</sup> Petteruti, *Education Under Arrest*, *supra* note 19, at 13.

<sup>32</sup> *Id.*

<sup>33</sup> *Id.* at 15; see Matthew T. Theriot, *School Resource Officers and the Criminalization of Student Behavior*, 37 J. CRIM. JUST. 280, 280–87 (2009).

<sup>34</sup> Toledo, Ohio Safe School Ordinance, Toledo Municipal Code § 537.16.

<sup>35</sup> This data was obtained from the Lucas County Juvenile Court.

<sup>36</sup> *Id.* at 19.

<sup>37</sup> See Petteruti, *Education Under Arrest*, *supra* note 19, at 22 (Students of color "attend schools with greater levels of surveillance, police presence, and zero tolerance policies.").

<sup>38</sup> *What is Attachment?*, ATTACHMENT TREATMENT & TRAINING INST., available at <http://www.attachmentexperts.com/whatisattachment.html>; see Marta Laupa, *Children's Reasoning About Three Authority Attributes: Adult Status, Knowledge, and Social Position*, 27 DEVELOPMENTAL PSYCHOLOGY 2, 321–29 (1991).

<sup>39</sup> See Bruce Simmons-Morton, et. al., *Student-School Bonding and Adolescent Problem Behavior*, 14 HEALTH EDUC. RESEARCH 1, 99–107 (1999); Megan Marshall, *Examining School Climate: Defining Factors and Educational Influences*, GEORGIA STATE UNIV. CENTER. FOR SCH. SAFETY, SCH. CLIMATE AND CLASSROOM MGMT. (2004), available at [http://education.gsu.edu/SchoolSafety/download%20files/whitepaper\\_marshall.pdf](http://education.gsu.edu/SchoolSafety/download%20files/whitepaper_marshall.pdf).

<sup>40</sup> In the issue brief *Zero Tolerance and Exclusionary School Discipline Policies Harm Students and Contribute to the Cradle to Prison Pipeline*<sup>®</sup>, *supra* note 25, Children's Defense Fund-Ohio advocates amending Ohio's statewide zero tolerance statute, RC 3313.534, to eliminate the statewide mandate that schools enact zero tolerance policies for "violent, disruptive, or inappropriate behavior."

<sup>41</sup> See Johanna Wald & Lisa Thureau, *Taking School Safety Too Far?: The Ill-Defined Role Police Play in Schools*, EDUC. WK., Feb. 22, 2010, available at <http://www.edweek.org/ew/articles/2010/02/24/22wald.h29.html?tkn=UMPFYKxBS5qhfDNuWUX98T7cQIQVJQifEw6k&cm> (explaining how the presence of police officers in schools in most school districts results in more arrests of students because educators and school police officers do not work out or articulate their separate roles).

<sup>42</sup> See Dignity in Schools Campaign, *Fact Sheet: Creating Positive School Climate and Discipline*, available at [http://www.nesri.org/sites/default/files/Fact\\_Sheet\\_Positive\\_Discipline.pdf](http://www.nesri.org/sites/default/files/Fact_Sheet_Positive_Discipline.pdf) (citing data showing, for example, that since the implementation of restorative practices in Denver schools, violent acts and serious incidents dropped 52 percent in the first year and another 40 percent the next year).

<sup>43</sup> Johanna Wald & Lisa Thureau, *First, Do No Harm: How Educators and Police Can Work Together More Effectively to Preserve School Safety and Protect Vulnerable Students*, CHARLES HAMILTON Hous. INST. FOR RACE AND JUSTICE, 1, 5–6 (2010), available at [http://www.njrn.org/uploads/digital-library/resource\\_1574\\_1.pdf](http://www.njrn.org/uploads/digital-library/resource_1574_1.pdf).

<sup>44</sup> *Id.*

<sup>45</sup> *Id.*

<sup>46</sup> *Ending the School to Prison Pipeline: Hearing Before the S. Comm. on the Constitution, Civil Rights, and Human Rights*, 112th Cong. (2012) [hereinafter *Hearing*] (testimony of Steven Teske), available at <http://www.judiciary.senate.gov/od/12-12-12TeskeTestimony.pdf>; see Donna St. George, *Judge Steve Teske Seeks to Keep Kids with Minor Problems Out of Court*, THE WASHINGTON POST, Oct. 17, 2011, available at [http://articles.washingtonpost.com/2011-10-17/lifestyle/35280676\\_1\\_school-discipline-student-discipline-russell-skiba](http://articles.washingtonpost.com/2011-10-17/lifestyle/35280676_1_school-discipline-student-discipline-russell-skiba).

<sup>47</sup> *Hearing*, testimony of Teske *supra* note 46, at 1.

<sup>48</sup> *Id.*

<sup>49</sup> *Id.* at 2.

<sup>50</sup> *Id.* at 3.

<sup>51</sup> St. George, *supra* note 46.

## A KIDS COUNT PROJECT

- <sup>52</sup> Steven Teske, *Protecting School Campuses and Unintended Consequences*, YOUTHTODAY, Jan. 16, 2013, available at [http://www.youthtoday.org/view\\_blog.cfm?blog\\_id=676](http://www.youthtoday.org/view_blog.cfm?blog_id=676).
- <sup>53</sup> *Id.*
- <sup>54</sup> *Id.*
- <sup>55</sup> James Swift, *Agreement Between Denver Schools and Police Alter Role of Officers, Called Historic, Significant*, JUV. JUST. INFO. EXCHANGE (2013), available at <http://jjiie.org/agreement-between-denver-schools-and-police-alter-role-of-officers-called-historic-significant/>.
- <sup>56</sup> Nirvi Shah, *Influx of School Police Raises Worries*, EDUC.WK., Mar. 12, 2013, available at [http://www.edweek.org/ew/articles/2013/03/13/24sro\\_ep.h32.html?r=312231838](http://www.edweek.org/ew/articles/2013/03/13/24sro_ep.h32.html?r=312231838).
- <sup>57</sup> Swift, *supra* note 55.
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- <sup>59</sup> *Intergovernmental Agreement between Denver Public Schools and Denver Police Department*, ADVANCEMENT PROJECT & PADRES UNIDOS, available at [http://b.3cdn.net/advancement/e746ea2668c2ed19b3\\_urn6iv28k.pdf](http://b.3cdn.net/advancement/e746ea2668c2ed19b3_urn6iv28k.pdf).
- <sup>60</sup> Richard Mendel, *Juvenile Justice Reform in Connecticut: How Collaboration and Commitment Have Improved Public Safety and Outcomes for Youth*, JUST. POL'Y INSTR. 1, 5 (2013), available at [http://www.justicepolicy.org/uploads/justicepolicy/documents/jpi\\_juvenile\\_justice\\_reform\\_in\\_ct.pdf](http://www.justicepolicy.org/uploads/justicepolicy/documents/jpi_juvenile_justice_reform_in_ct.pdf).
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- <sup>62</sup> *Id.* at 25; 2007 Conn. Acts 07-66, Substitute for Raised H.B. No. 7350 (Reg. Sess.).
- <sup>63</sup> Mendel, *supra* note 60, at 3.
- <sup>64</sup> *Id.* at 25.
- <sup>65</sup> *Id.*
- <sup>66</sup> *Id.*
- <sup>67</sup> Peter Finn, et al., *Comparison of Program Activities and Lessons Learned Among 19 School Resource Officer (SRO) Programs*, NATIONAL CRIMINAL JUSTICE REFERENCE SERVICE 1, 23–34 (2005), available at <https://www.ncjrs.gov/pdffiles1/nij/grants/209272.pdf>.
- <sup>68</sup> Catherine Y. Kim & I. India Geronimo, *Policing in Schools: Developing a Governance Document for School Resource Officers in K-12 Schools*, AMERICAN CIVIL LIBERTIES UNION 1, 6 (2009), available at [http://www.aclu.org/files/pdfs/racialjustice/whitepaper\\_policingin-schools.pdf](http://www.aclu.org/files/pdfs/racialjustice/whitepaper_policingin-schools.pdf).
- <sup>69</sup> 22 PA. CODE § 10.11 (2012).
- <sup>70</sup> *Model Memorandum of Understanding*, PA. DEP'T OF EDUC., available at [http://www.portal.state.pa.us/portal/server.pt/community/board\\_actions/19740/2011-819232](http://www.portal.state.pa.us/portal/server.pt/community/board_actions/19740/2011-819232).
- <sup>71</sup> *Summary of 2013 Intergovernmental Agreement Between DPS and DPD*, ADVANCEMENT PROJECT, available at [http://b.3cdn.net/advancement/e746ea2668c2ed19b3\\_urn6iv28k.pdf](http://b.3cdn.net/advancement/e746ea2668c2ed19b3_urn6iv28k.pdf).
- <sup>72</sup> *Id.* at 12.
- <sup>73</sup> *Id.* at 18.
- <sup>74</sup> *Id.*
- <sup>75</sup> Kim & Geronimo, *supra* note 68, at 19–20.
- <sup>76</sup> *Id.* at 20–21.
- <sup>77</sup> Finn, et al., *supra* note 67, at 35.
- <sup>78</sup> *Id.* at 25.
- <sup>79</sup> *Id.* at 27.
- <sup>80</sup> *Id.* at 7.
- <sup>81</sup> *Id.* at 8.
- <sup>82</sup> *Basic SRO*, NAT'L ASS'N OF SCH. RESOURCE OFFICERS, available at <http://www.nasro.org/content/basic-sro>.
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- <sup>84</sup> *School Resource Officer (SRO) Basic Training 2013*, OHIO SCH. RESOURCE OFFICERS ASS'N, available at <http://www.osrea.org/basic%20training/basic1.html>.
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- <sup>87</sup> *Policing the Teen Brain*, STRATEGIES FOR YOUTH, available at <http://strategiesforyouth.org/for-police/training/courses/>.
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### CDF Mission Statement

The Children's Defense Fund Leave No Child Behind® mission is to ensure every child a *Healthy Start, a Head Start, a Fair Start, a Safe Start and a Moral Start* in life and successful passage to adulthood with the help of caring families and communities.

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## Safe School-based Enforcement through Collaboration, Understanding, and Respect

# SECURE

## Local Implementation Rubric

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### What is the SECURE Local Implementation Rubric?

The U.S. Departments of Education (ED) and Justice (DOJ) have designed the **SECURE Local Implementation Rubric** to help **school districts, schools, and law enforcement agencies** determine the type of school-police partnership that will be most effective in their community and, where appropriate, to incorporate school-based law enforcement officers, commonly referred to as school resource officers (SROs), into the school learning environment. This rubric includes **five suggested action steps** to ensure safe school-based enforcement through collaboration, understanding, and respect within a community's schools. Each action step below is based on research and evidence and reflects examples of existing school and law enforcement partnerships across the country.

### How do school districts and local law enforcement agencies use the SECURE Local Implementation Rubric?

Jurisdictions can use the **Checklist to Start** for implementing *new* school-police partnerships; *or*, if they have a school-police partnership, as a checklist to assess their existing program. The **Checklist to Improve** is for improving *existing* partnerships for responsible and innovative school safety management practices that include the presence of SROs in schools. The **Checklist to Improve** can also be used by jurisdictions with *new* school-police partnerships after they complete the steps in the **Checklist to Start**.

### Who should use the SECURE Local Implementation Rubric?

This SECURE Rubric can be used by the school district and local law enforcement officials (including sheriffs, deputies, heads of policy departments, SRO chiefs, and organizations representing SROs) responsible for crafting, implementing, evaluating, and improving memoranda of understanding (MOUs) that explicitly articulate the role of law enforcement and school resource officers (SROs) in schools. As appropriate, this rubric may be of assistance to local school board members, superintendents, assistant superintendents, principals, and vice/assistant principals.

### **What are the SECURE Rubric Action Steps?**

The **SECURE Rubric** includes five common-sense action steps that can help ensure that SROs are incorporated responsibly into school learning environments. These action steps are:

1. Create sustainable partnerships and formalize MOUs among school districts, local law enforcement agencies, juvenile justice entities,<sup>1</sup> and civil rights and community stakeholders.
2. Ensure that MOUs meet constitutional and statutory civil rights requirements.<sup>2</sup>
3. Recruit and hire effective SROs and school personnel.
4. Keep your SROs and school personnel well trained.
5. Continually evaluate SROs and school personnel, and recognize good performance.

**DISCLAIMER:** This rubric is not an endorsement of any law or written agreement. These action steps and recommended activities are provided for the user's convenience and do not necessarily reflect the positions or policies of ED or DOJ. Neither ED nor DOJ controls or guarantees the accuracy, relevance, timeliness, or completeness of any outside information. All school district and law enforcement officials and policymakers should also seek independent guidance to ensure that any proposed legislation or policy is consistent with all applicable Federal and State laws.

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<sup>1</sup> These entities include those representing judges, prosecutors, public defenders and civil legal aid partners, probation officers, and relevant social service agencies.

<sup>2</sup> Including Federal, State, and local prohibitions on discrimination on the basis of race, color, national origin, language status, religion, sex, sexual orientation, and disability; on the use of excessive force; and on improper searches, seizures, or interrogations.

## SECURE Local Implementation Rubric

ACTION STEP	CHECKLIST TO START Use the following checklists when implementing <i>new</i> school-law enforcement partnerships.	CHECKLIST TO IMPROVE Use the following checklists when improving <i>existing</i> school-law enforcement partnerships.
<p><b>1</b> Create sustainable partnerships and formalize MOUs among school districts, local law enforcement agencies, juvenile justice entities, and civil rights and community stakeholders.</p>	<ul style="list-style-type: none"> <li>▪ Measure student, family, school staff, and community experience of school safety and law enforcement presence to gauge your starting place.               <ul style="list-style-type: none"> <li>○ Consider available data on discipline incidents, ticketing, arrests, and school perception.</li> <li>○ Use relevant data from mandated collections, including state and district accountability data as well as the US Department of Education’s Civil Rights Data Collection.</li> </ul> </li> <li>▪ Find resources on best practices for school-law enforcement partnerships.</li> <li>▪ Draft an MOU together with stakeholder groups to develop a sustainable and regularly-reviewed partnership:               <ul style="list-style-type: none"> <li>○ Collect and adapt exemplar MOUs from existing school-law enforcement partnerships from across the country to suit local needs.</li> <li>○ Make language applicable and accessible to all audiences (including students, families, school staff).</li> <li>○ Include language that explicitly prohibits SROs from involvement in enforcing school codes of conduct or engaging school discipline, and clarify their role to ensure safety and security.</li> <li>○ Identify needs and local concerns in the MOU as demonstrated by local data.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>▪ Use data to assess the effectiveness of existing partnerships and MOUs.               <ul style="list-style-type: none"> <li>○ Consider available disaggregated data on discipline incidents, ticketing, arrests, and school perception, as well as number and percentage of sworn legal officers in schools.</li> <li>○ Use relevant data from mandated collections, including state and district accountability data as well as the US Department of Education’s Civil Rights Data Collection.</li> </ul> </li> <li>▪ Establish a regular timeline to evaluate and revise MOUs to reflect changes in local needs and concerns:               <ul style="list-style-type: none"> <li>○ Involve school administrators, educators, local law enforcement, students, parents and families, and other relevant stakeholders during MOU revision process.</li> <li>○ Share MOUs with colleagues in other communities for feedback and information on best practices.</li> <li>○ Share MOUs with State officials and local lawmakers to inform State policy related to SROs in schools.</li> <li>○ Provide school administrators and SROs with up-to-date copies of MOU agreements and discuss implementation strategies within the context</li> </ul> </li> </ul>

		of specific school environments.
<p><b>2</b> Ensure that MOUs meet constitutional and statutory civil rights requirements.<sup>3</sup></p>	<ul style="list-style-type: none"> <li>▪ Incorporate Federal and State constitutional requirements, including legal requirements relating to searches, seizures, uses of force, and interrogations.</li> <li>▪ Incorporate the requirements of Federal, State, and local civil rights statutes, including those prohibiting race, color, national origin, language status, disability, religion, and sex discrimination.</li> <li>▪ Gather, organize, and present data<sup>4</sup> on law enforcement practices (including searches, seizures, citations, ticketing, arrests, use of force, interrogations, court referrals, alleged student misconduct leading to law enforcement practices, etc.).</li> <li>▪ Disaggregate the data by race, ethnicity, age, sex, type of offense, English learner (EL) status, and disability status.</li> <li>▪ Include a mechanism to receive complaints about discrimination and other input from parents and students, and to gather information about the complainants' race, age, sex, EL status, and disability status.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Establish a process for regularly collecting and analyzing data (including searches, seizures, citations, ticketing, arrests, use of force, interrogations, court referrals, alleged student misconduct leading to law enforcement practices, etc.).</li> <li>▪ Use this data to regularly evaluate and revise policies if information indicates that a school-based law enforcement program is being carried out in a manner that is inconsistent with Federal and State constitutions, civil rights laws, and applicable privacy laws.</li> <li>▪ Involve stakeholder groups to design and implement a plan of action to address constitutional, privacy, or civil rights-related concerns.</li> </ul>
<p><b>3</b> Recruit and hire effective SROs and school personnel.</p>	<ul style="list-style-type: none"> <li>▪ Draft and publish hiring guidelines for SROs with input from students, parents and families, and community stakeholders, potentially including the following: <ul style="list-style-type: none"> <li>○ Ability to work effectively with students, parents, teachers, and school administrators</li> <li>○ An understanding of the importance of diversion</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>▪ Establish a regular timeline to review and update SRO hiring guidelines.</li> <li>▪ Maintain an onboarding / training program for new SROs in which they are mentored by experienced SROs on topics including: <ul style="list-style-type: none"> <li>○ Constitutional and civil rights</li> <li>○ Childhood and adolescent development</li> </ul> </li> </ul>

<sup>3</sup> Including Federal, State, and local prohibitions on discrimination on the basis of race, color, national origin, language status, religion, sex, sexual orientation, and disability; on the use of excessive force; and on improper searches, seizures, or interrogations.

<sup>4</sup> Refer to U.S. Department of Education, FERPA Frequently Asked Questions: "[Sharing information with School Law Enforcement Units and School Resource Officers.](#)"

	<ul style="list-style-type: none"> <li>programs and alternatives to arrest</li> <li>○ Respect for youth and families of all backgrounds and cultures</li> <li>○ An understanding of developmentally appropriate, trauma-informed practices for interacting with youth</li> <li>○ Consideration of the applicant’s past discipline and legal history</li> <li>○ Strong interpersonal communication skills</li> <li>○ Strong public speaking ability</li> <li>○ Effective law-related teaching and mentoring skills</li> <li>○ Minimum years of experience</li> <li>○ An interest in promoting and enriching the lives of youth</li> <li>○ Knowledge of the specific needs and local concerns of the community</li> <li>▪ Include interviews by school staff, students, parents and families, community stakeholders, and youth development experts.</li> </ul>	<ul style="list-style-type: none"> <li>○ Age-appropriate responses to student conduct</li> <li>○ Disability and special education issues</li> <li>○ Conflict resolution and de-escalation techniques</li> <li>○ Bias-free policing, including implicit bias and cultural competence</li> <li>○ Responses to trauma</li> <li>○ Restorative justice techniques</li> <li>○ Interacting with specific student groups such as those with disabilities or limited English proficiency or who are lesbian, gay, bisexual, or transgender (LGBT).</li> <li>▪ Regularly review performance using SRO-specific rating instruments to ensure a good fit between SROs and particular schools.</li> </ul>
<p><b>4</b> Keep your SROs and school personnel well trained.</p>	<ul style="list-style-type: none"> <li>▪ Include language in the MOU on ongoing training needs and plans for both SROs and school staff, and incorporate joint training of SROs and school staff as appropriate.</li> <li>▪ Develop an ongoing training and refresh program that covers the topics listed in the onboarding training list in step #3. <ul style="list-style-type: none"> <li>○ Other topics can include: use of force that reflects differences in strength and physical vulnerabilities of youth, limited appropriate use of handcuffs in a school setting, consequences of student involvement in the criminal and juvenile justice system, and all available alternatives to arrest.</li> </ul> </li> <li>▪ Train school personnel not to call upon SROs to address non-violent or non-threatening behavior by</li> </ul>	<ul style="list-style-type: none"> <li>▪ Establish a schedule to regularly review current data with SROs and school staff, including analysis on suspensions, expulsions, and arrests, which may indicate there are civil rights concerns where disproportionality exists (particularly for students of color and students with disabilities).</li> <li>▪ Establish a schedule to regularly solicit the input of SROs and school staff on effective training for preventing unnecessary arrests for minor, non-crisis disciplinary incidents.</li> <li>▪ Establish a schedule to regularly incorporate SRO and educator input on local best practices into SRO training manuals and staff handbooks on professional practice.</li> <li>▪ Involve SROs in school life activities designed to improve</li> </ul>

	<p>using less punitive methods such as restorative justice or using the student code of conduct.</p> <ul style="list-style-type: none"> <li>▪ Train SROs to exercise discretion to minimize arrests for minor misbehaviors and use all available diversion programs and other alternatives to arrest.</li> <li>▪ Solicit SRO input in the development of training materials to prevent unnecessary arrests of students involved in minor school-based offenses.</li> </ul>	<p>trust and relationship building between SROs, students, families, and staff.</p> <ul style="list-style-type: none"> <li>▪ Incorporate real-life simulations in SRO and staff training to provide opportunities for practice in the effective de-escalation of non-crisis disciplinary incidents to prevent unnecessary arrests in schools.</li> </ul>
<p><b>5</b> Continually evaluate SROs and school personnel, and recognize good performance.</p>	<ul style="list-style-type: none"> <li>▪ Design a comprehensive performance evaluation and recognition system (including a regular performance schedule that is appropriate and made clear throughout the hiring process and onboarding) that maps to trainings provided and capabilities you expect staff to demonstrate, and is conducted by experienced and qualified professionals.</li> <li>▪ Evaluate ability to de-escalate and use alternative disciplinary actions to prevent citations, ticketing, and arrests.</li> <li>▪ Create a mechanism to collect feedback from students, families, and peers, and other school staff for SRO and school staff evaluations.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Incorporate research on positive youth development and safe and supportive learning environments in all evaluation and support systems.</li> </ul>

## SUMMARY OF 2013 INTERGOVERNMENTAL AGREEMENT BETWEEN DPS AND DPD

This is a brief summary of the key policies and language contained in the 2013 Intergovernmental Agreement (IGA) between Denver Public Schools (DPS) and the Denver Police Department (DPD). The IGA was publicly signed by DPS Superintendent Tom Boasberg and DPD Police Chief Charlie White in February 2013, following negotiations with youth leaders from Padres y Jóvenes Unidos, a Denver-based parent and youth group, who have worked to end the school-to-prison pipeline in Colorado for over a decade.

1. The IGA contains policy language which clarifies/limits the role of School Resource Officers (SROs).
  - SROs must differentiate between disciplinary issues and crime problems and respond appropriately.
  - SROs must de-escalate school-based incidents whenever possible.
  - SROs must understand that DPS has adopted a Discipline Policy that emphasizes the use of restorative approaches to address behaviors, and is designed to minimize the use of law enforcement intervention.
  
2. The IGA contains due process protections for parents and students.
  - Parents must be notified as soon as possible when students are ticketed or arrested.
  - Principals must be notified within a reasonable time period when a student is ticketed or arrested.
  - Students must be questioned, when necessary, in a manner and time when it has the least impact on a student's schooling.
  - SROs must be notified if a student involved in a school-based infraction possesses disabilities and/or an Individualized Education Plan (IEP) and who therefore may require special treatment or accommodations.
  
3. The IGA requires meetings between SROs and community stakeholders.
  - SROs will meet with community stakeholders at least once per semester.
  - SROs will participate in meetings with school administration when requested.
  
4. The IGA requires training of SROs and school administrators on how best to deal with youth in schools.
  - School principals and SROs will attend three two-hour citywide trainings per year, once at the beginning of the school year and once during each semester.
  - DPD officers will be trained on their role within DPS' schools and on the rights afforded to students.
  - Training topics may include such topics such as child and adolescent development and psychology; age-appropriate responses; cultural competence; restorative justice techniques; special accommodations for students with disabilities; practices proven to improve school climate; and the creation of safe spaces for lesbian, gay, bisexual, transgender, and questioning students.



<http://www.padresunidos.org>  
<http://www.advancementproject.org>



**INTERGOVERNMENTAL AGREEMENT CONCERNING THE FUNDING,  
IMPLEMENTATION AND ADMINISTRATION OF  
PROGRAMS INVOLVING POLICE OFFICERS IN SCHOOLS**

THIS INTERGOVERNMENTAL AGREEMENT, dated as hereinafter set forth, is made by and between the CITY AND COUNTY OF DENVER, a municipal corporation of the State of Colorado (hereinafter referred to as the "City" or the "Police Department") and SCHOOL DISTRICT NUMBER ONE (hereinafter referred to as "DPS", the "School District" or the "District") (collectively as "Parties").

THE PARTIES AGREE AS FOLLOWS:

1. **AUTHORITY:** This Intergovernmental Agreement ("IGA") is made by and between the Parties in accordance with C.R.S. Section 29-1-203, *et seq.*
2. **PURPOSE:** The purpose of this IGA is to provide for the health, safety and welfare of Denver Public School students by providing for partnership programs involving fifteen (15) police officers or School Resource Officers ("SROs"), assigned by the Police Department to DPS middle schools and high schools ("SRO Partnership").
3. **THE CITY'S OBLIGATIONS & RESPONSIBILITIES:**
  - a. Subject to annual appropriation by the City and the availability of appropriated funds, the City will pay the remaining funds in excess of the funds paid by the School District for SRO services to pay for police officers to support the SRO Partnership. The City will also furnish any equipment and training state law requires for the operation of the SRO Partnership.
  - b. The Police Department will schedule the working hours of the SROs supporting the SRO Partnership, taking into account the 2012/2013 school year calendar of the school where each SRO is assigned. The hours of SRO availability will be during normal school hours while the school of assignment is in session. Adjustments outside these regular hours shall be by mutual agreement in writing between school administration and the Police Department designee.
  - c. Officers supporting the SRO Partnership will be City employees recruited and employed by the Police Department. The SROs' salaries, payroll taxes, payroll based expenses, including workers' compensation insurance, and benefits are the responsibility of, and will be paid exclusively by the City.
  - d. Notwithstanding anything to the contrary herein, all scheduling, deployment and, supervision of the SROs supporting the SRO Partnership will be the responsibility of the Police Department.
  - e. The Police Department reserves the right to remove/re-assign any SRO as long as prior notification has been given to DPS.

- f. The Police Department reserves the option and is not obligated to substitute police officers when any regularly scheduled SRO is not available to support the SRO Partnership.
- g. The Police Department and Denver Public Schools are jointly responsible for the decision to select the schools that are part of the SRO Partnership.

4. THE SCHOOL DISTRICT'S OBLIGATIONS & RESPONSIBILITIES

Denver Public Schools reserves the right to request the removal/re-assignment of any SRO for any reasonable cause DPS provides in writing to the Police Department after other attempts to correct the problem have been explored. The District Commander shall consider DPS's input when determining the removal or reassignment of any SRO and the District Commander shall have the final decision concerning the removal or reassignment of any SRO.

5. MUTUAL OBLIGATIONS & RESPONSIBILITIES

- a. The Police Department and Denver Public Schools understand the importance of ensuring that each SRO embraces and works collaboratively with school administration and understands the school culture they are a part of. Therefore, selection of SROs assigned to the SRO Partnership will be made through a collaborative process involving the Police Department and DPS school administration. Notwithstanding the foregoing, the District Commander from the district where the SRO is assigned to the SRO Partnership shall have the final decision as to the placement of each SRO.

The City and the School District retain all of their respective rights and obligations under the Colorado Governmental Immunity Act, CRS 24-10-101, et seq. The City specifically assumes no responsibility for the implementation, operation or administration of this program.

- b. High School/Middle School Resource Officer. The mission of the High School/Middle School SRO is to provide for and maintain a safe, healthy and productive learning environment while acting as a positive role model for students in Denver Public Schools by working in a cooperative, proactive, problem-solving partnership between the City and the School District. The following also sets forth guidelines to ensure that DPD and DPS have a shared understanding of the roles and responsibilities of each in maintaining safe schools, improving school climate, and supporting educational opportunities for all students.
- c. The High School/Middle School SRO will:
  - i. Differentiate between disciplinary issues and crime problems and respond appropriately.
  - ii. De-escalate school-based incidents whenever possible.
  - iii. Understand that the District has adopted a Discipline Policy that emphasizes the use of restorative approaches to address behaviors, and is designed to minimize the use of law enforcement intervention.

- iv. Enhance school safety on school grounds to help foster a safe and secure learning environment.
- v. As partners with the District, when appropriate and to the extent that SROs are familiar with various City agencies or community organization; SROs may assist school staff and students with locating such City agencies or community organizations.
- vi. As partners with the District, when appropriate, SROs may assist with resolving law enforcement issues that affect the School District and the broader community.
- vii. Provide a positive liaison between the Police Department, the students, the school administration and the District security department.
- viii. Participate in meetings with school administration when requested by school administration during the SROs normal shift.
- ix. Officers making an arrest or writing a citation/summons to a student at school, at a school event, or on a school vehicle shall notify the school principal or the principal's designee in a reasonable time period, not to exceed the mandates set forth by state law.
- x. Question students in a manner and a time when it has least impact on the student/suspect's schooling so long as the delay in questioning does not interfere with the effectiveness of an investigation.

d. The School District will:

- i. Provide a school district coordinator.
- ii. Provide a school facilitator (liaison in the school).
- iii. Provide an office/storage or work space for SRO's materials and personal effects.
- iv. Provide time for their school principals or their designees and the assigned SROs to attend three two-hour citywide training meetings per year, one at the beginning of the school year and once during each semester, and will excuse SROs to attend additional trainings as may be required by the P.O.S.T. Board. Such trainings may include topical areas such as child and adolescent development and psychology; age-appropriate responses; cultural competence; restorative justice techniques; special accommodations for students with disabilities; practices proven to improve school climate; and the creation of safe spaces for lesbian, gay, bisexual, transgender and questioning students. Any training beyond those specifically required by the P.O.S.T. Board must be agreed upon by both the District and the Police Department.
- v. Provide students and classroom for classes.
- vi. Provide equipment and supplies (chalkboard, overhead projector, VCR/TV and some printing).
- vii. School administration will arrange meetings with the SRO as needed by the school administration..
- viii. De-escalate school-based incidents whenever possible.
- ix. Make every effort possible to handle routine discipline (code of conduct) within the school without involving the SRO in an enforcement capacity (issuing citations) unless it absolutely necessary or required by law.
- x. Cooperate with Police Department-initiated investigations and actions without hindering or interfering with the Police Department's or the assigned SRO's official duties.
- xi. Provide ongoing feedback to the Police Department designee for evaluation purposes.

- xii. Offer an opportunity for the SRO and school administration to meet with community stakeholders at least once per semester.
  - xiii. Notify parents as soon as possible when students are ticketed or arrested.
  - xiv. Notify officers responding to a school-based infraction if any student involved possesses disabilities and/or an Individualized Education Plan (“IEP”) and who therefore may require special treatment or accommodations.
- e. The Police Department will:
- i. Provide SRO supervision.
  - ii. Provide SRO-trained police officer, when such training is required by state statute.
  - iii. Provide SRO training to comply with state requirements, when such training is required by state statute.
  - iv. Provide the SRO with uniforms and equipment..
  - v. Follow the agreed upon schedule for deployment of SRO’s at high schools and middle schools.
  - vi. Ensure that a member of the Police Department District Command Team, having a rank of Lieutenant or above, maintain communication with DPS school administration and conduct face to face meetings at least twice per semester to evaluate the performance of services provided by the SRO.
  - vii. Train DPD officers on their role within DPS’s schools and on the rights afforded to students as required by the P.O.S.T. Board. Trainings may include such topics as child and adolescent development and psychology; age-appropriate responses; cultural competence; restorative justice techniques; special accommodations for students with disabilities; practices proven to improve school climate; and the creation of safe spaces for lesbian, gay, bisexual, transgender, and questioning students. Any training beyond those specifically required by the P.O.S.T. Board must be agreed upon by both the District and the Police Department.
- f. Special Considerations:
- i. Police Department/School District
    1. Although SROs will be working in conjunction with the school staff, they will report directly to the Police Department assigned sergeant on any administrative matters and will follow the Police Department command structure.
    2. The School District acknowledges that SROs are required by policy and procedure to perform various tasks throughout the year, that may include, but not limited to: weapons qualification required by the Police Department; in service training required by the Police Department; and court appearances.
    3. Although the primary duty of an SRO is to handle criminal matters at the school, SROs may use discretion allowed them under Police Department policy.
    4. Although SROs remain employees of the Police Department, SROs are required to spend their duty day on the campus of the school(s) they are assigned to except as required to perform other assigned duties by the Police Department.

6. REIMBURSEMENT BY SCHOOL DISTRICT.

- a. School District's Cost of SRO Partnership/Invoicing and Payments. The total projected cost of the High School/Middle School SRO Partnership is \$1,513,823. Except as provided herein, from August 12, 2012 through June 4, 2013, DPS agrees to pay, and the City agrees to accept, as full and complete compensation to the City for SRO Partnership, a fixed cost of Six Hundred and Thirty Six Thousand and No/100 Dollars (\$636,000.00) payable on a pro-rated monthly basis during the term hereof. Invoices for DPS's portion of the cost sharing arrangement are due and payable in full upon receipt.
- b. Fund Availability. The City and DPS acknowledge that (i) neither party by this IGA irrevocably pledges present cash reserves for payments in future fiscal years, and (ii) this IGA is not intended to create a multiple-fiscal year direct or indirect debt or financial obligation of either party. The Parties understand and agree that any expenditure of the City shall extend only to funds appropriated by the Denver City Council for the purpose of this IGA, encumbered for the purpose of the IGA and paid into the Treasury of the City.

7. SRO SCHEDULE AND ASSIGNMENT.

- a. The SRO Partnership will consist of having an officer in each of the District's contracted high schools and middle schools on an alternating basis eight hours per day for five days per week, or 40 hours per each school per two week period for the School District year. School assignments are included as Appendix A to this Agreement.
- b. The pattern of alternation can be set by the mutual agreement of the SRO supervisor and the school principal, assuring an even split of the SRO's time between each of his/her two schools.
- c. The School District or school of assignment may request from the District Commander of the district where a SRO is assigned to the program that a SRO or other patrol officer be assigned additional hours and/or days beyond their normal working hours. The District Commander has the sole and absolute discretion regarding assignments of SROs or other patrol officers beyond the assigned contracted days. If the School District or school of assignment requests and obtains approval for additional coverage from the District Commander, the Police Department may seek compensation or reimbursement for the additional cost associated with that coverage, if any, to be paid from the budget of the school of assignment.

8. TERM/Miscellaneous Provisions:

- a. Term. This IGA shall be effective for five (5) school years unless it is terminated earlier as provided herein. The initial one (1) year term of this IGA begins in the 2012-2013 school year. Service days will be determined by the individual school calendar where SRO's are assigned. After the initial one (1) year term, the School District may renew the IGA for four (4) additional one (1) year terms by providing written notification to the City its intent to renew thirty (30) days before the expiration date. Any option to extend the term of the IGA

is effective only after the City agrees to extend the term. The cost to extend the term each school year will be mutually agreed to by the Parties in writing. For planning and budgeting purposes, the City shall provide the estimated cost of the SRO Partnership to the School District no later than April 30 of each year. Thereafter, the City will confirm the actual cost of the SRO Partnership for the following year before the spring semester will be determined prior to July 1 of the subsequent year, subject to officers' salary revisions contracted by the City.

- b. Any extension of this IGA is subject to annual appropriation of funds by both the City and the School District.
- c. Assignment: The School District shall not assign or otherwise transfer this IGA or any right or obligation hereunder without prior written consent of the City.
- d. Law: This IGA is subject to and shall be interpreted under the laws of the state of Colorado, and the Denver City Charter, City Revised Municipal Code, Ordinances, Rules and Regulations of the City and County of Denver, Colorado, a Colorado Home Rule City. Court venue and jurisdiction shall exclusively be in the Colorado District Court for Denver County, Colorado. The school District shall ensure that the School District and the School District employees, agents and officers are familiar with, and comply with, applicable federal, state and local laws and regulations as now written or hereafter amended.
- e. Appropriation of Funds: In accord with the Colorado Constitution, Article X and the City Charter, performance of the city's obligations under this IGA are expressly subject to the appropriation of funds by the City Council. Further, in the event that funds are not appropriated in whole or in part sufficient for performance of the City's obligations under this IGA, or appropriated funds may not be expended due to City Charter spending limitations, the City may terminate this IGA without compensation to the School District. The School District's participation under this IGA is subject to annual appropriation of funds by the School District.
- f. Termination:
  - i. The City may terminate this IGA with the School District for the City's convenience upon thirty (30) days' written notice to the School District without compensation to the School District.
  - ii. The School District may terminate this IGA with the City for the School District's convenience upon thirty (30) days' written notice to the City without compensation to the City except for services actually performed prior to the termination or during the thirty (30) day notice period.
- g. Integration: This IGA is a completely integrated agreement and contains the entire agreement between the Parties. Any prior written or oral agreements or representations regarding this agreement shall be of no effect and shall not be binding on the School District or the City. Further, the School District and the City acknowledge and agree that this is a negotiated text

agreement, that as such no term shall be construed against the School District as the author thereof.

- h. No Third Party Beneficiary: It is expressly understood and agreed that enforcement of the terms and conditions of this IGA, and all rights of action relating to such enforcement, shall be strictly reserved to the Parties. Nothing contained in this IGA shall give or allow any such claim or right of action by any third person or entity. Any third party receiving services or benefit under this IGA shall be deemed to be incidental beneficiaries only.
- i. Entire Agreement: This IGA constitutes the entire agreement between the Parties and all other representations or statements heretofore made, verbal or written, are merged herein, and this IGA may be amended only in writing and executed by duly authorized representatives of the Parties.
- j. Local Concern: The Parties agree and acknowledge that the activities contained in this IGA are matters of local concern only, and that the Parties have mutually joined together for the performance of the matters of local concern, and that nothing in this IGA shall be construed as matters of statewide concern.
- k. Liability of The Parties: The provision of services under this IGA is for the benefit of both Parties to the IGA. Each party agrees to be responsible for its own liability incurred as a result of its participation in this IGA. In the event any claim is litigated, each party will be responsible for its own expenses of litigation or other costs associated with enforcing this IGA.
- l. No Liability For Breach Or Termination:
  - i. The School District shall have no claim or action at law against the City for breach or termination of this IGA by the City, and the School District expressly waives and releases the City from any claim or action at law or equity under, or resulting in any manner from, this IGA.
  - ii. The City shall have no claim or action at law against the School District for breach or termination of this IGA by the School District, and the City expressly waives and releases the School District from any claim or action at law or equity under, or resulting in any manner from, this IGA.
- m. Electronic Signatures and Electronic Records: the School District consents to the use of electronic signatures by the City. The IGA, and any other documents requiring a signature hereunder, may be signed electronically by the City in the manner specified by the City. The Parties agree not to deny the legal effect or enforceability of the IGA solely because it is in electronic form or because an electronic record was used in its formation. The Parties agree not to object to the admissibility of the IGA in the form of an electronic record, or a paper copy of an electronic document, or a paper copy of a document bearing an electronic signature, on the ground that it is an electronic record or electronic signature or that it is not in its original form or is not an original.

IN WITNESS WHEREOF, the Parties, through their duly authorized representatives, have executed this Intergovernmental Agreement on the dates indicated below.

**(SIGNATURE PAGES TO FOLLOW)**

PAGE  
BREAK

**Sara-Ann Chaine**

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**From:** Patricia Maines <patmaines@hotmail.com>  
**Sent:** Sunday, January 26, 2020 4:44 PM  
**To:** Town Clerk  
**Subject:** School Resource Officers at E O Smith High School

I strongly urge the Mansfield Town Council to keep the Student Resource Officer program at E. O. Smith High School in place.  
If the majority of students and staff feel that it makes the school a safer place, then it seems like this is the path that we should take.

PAGE  
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Z. Donald  
1/27/2020

As a student at E.O. Smith, the Student Resource Officers are a positive role model in our school community and they create a safer environment.

Ben Peters	Julia Braithwaite
Campbell Sun	Capt. [unclear]
Cassidy Magowan	Sam Walikaris
Nick Botto	Kevin Sutherland
Alexis Doder	Gevin Whit
Rachel Smith	John Vesson
Simon [unclear]	Claire Charbonneau
Jacob Natale	Genevieve Pogyre
Brienne Chasse	Erica Heath
Kyla Bennett	Milo Alder
Mulhwa Murray	Alex Cronin
Morgan Adams	London [unclear]
Jennifer Lu	NICK BOTTI
Gabriella Courtois	Alyssa Caneira
Paige Zinser	Nick [unclear]

As a student at E.O. Smith, the Student Resource Officers are a positive role model in our school community and they create a safer environment.

Andy Garcia	Christina Randazzo
Logan Palmer	Cathy Cheney
Amber DeLo	Grace Moines
Jack Bremner	Ese Sattar
Joey Winakor	Julia Gramache
Aidan Gilbert	Yasmin Andarib
Nick Lanza	Bridget Curry
Alexey Polynin	Jerem Shengold
Alex Brita	Richard Goyette
Kosta Boskovic	Nathan Chang
Ilya Klimoshenko	Noah Hanka
Emmett Christenson	Kurt Reekel
Demelle Ernest	Ethan Fleve
Madie Wilcox	Aham Lee
Karol Hughes	<del>Tom</del> Tom Gaslan

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Zygfild Cassis	Lucie Regnier
Joe Burnett	Ellen
Brody Palmer	Isaac Almqvist
Jaxen Guilleaume	Cirius Boykin
Miranda LeBlanc	Chris Young
Aidan Kuhn	Brian Velez
Ryan Lynch	Maximilian Lucifed
Montana Mills	Shura DesRocher
Evan Wynn	Elliot Deans
Jacob Lisot	Alex Sorensen
Walter Neumuth	Theod Hempel
Ellie Weisgriz	Sam Baldwin
Aidan Anderson	\$ Garrison King
Zack Sadowski	Owen Sgrö
Lily Gile	Cooper Armogida

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Derek Stebbins	Abby Horton
Matt Wolicki	Nicole Wilkin
Andri Lorcanso	Dylan Wojteczko
Cole Schoen	Brendan Christianson
Nick Haddad	Marley Jordan
Hunter Stegmaier	Timothy Hill
Mary Jasmine Deleo	Joy Rollins
Trevor Wilson	Emily Joyliardo
Carsten Petter	Shane Cleaver
Gabriel Friedman	grace cassous
Joey Kussow	Hailey Broderick
Toby Keldsen	Kaylee Humme
Jenna Staples	Kit Bray
Alix Lynch	Alivia Tolbey
Clara Shangold	Emily Maines

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Anahete Hardon	Bianca Roberts
Montana Casa	Megan Molloy
Celestine Walliser	Taylor Golembowski
Emma Bean	Bailey LaPlaca
Julia Iacampo	Ozzy Tuney
Gabrielle Jatkowski	Southern Penn
Marlaina Sigojns	Ryan Phillips
Veronica Murray	Kyle Balkus
Leah mucha	Trystan Randazzo
Alannah Staples	Brady Allen
Alisha Wright	Jack Nowyckij
Samantha Boudreau	Emmanuel Ekeogbo
KENDALL SCHENCK	Cole Szyda
Okota Bridges	Jinory Yee
Emerson Ballou	Alex Card

As a student at E.O. Smith, the Student Resource Officers are a positive role model in our school community and they create a safer environment.

Bella Carabino	Smith DeBroy
Abby Robinson	Evan Beale
Sakar Sharma	Aaron Hickling
Lucas Tamsin	Josh DesRocher
Autumn Mahoney	Daniel Romasen
Dylan Spofford	Avery Baran
Aminidi Hopson	Zachary
Sully Abateamarco	Igor
Cameron Brunette	Dino Traber
Dylan Roy	Elena DeMastro
Thomas Jeffers	Taylor DeMastro
William Evans	Amanda Ross
Josh Lowe	Madeline Ross
Ben Bowersett	Elle Gaucher
Guze Caranca	Elizabeth Morris

As a student at E.O. Smith, the Student Resource Officers are a positive role model in our school community and they create a safer environment.

Margaret Elumogo	Youngjin Park
Erik Johnson	Madison Sheg
Aidan McCarthy	Matthew Bassett
Sutton Franssen	Adrianna Bartlett
Arielle Geromin	Will Russel
Kiley Girard	<del>Breanna Maxwell</del>
Dakota Barobitt	Bryan Rey
Hannah Drake	Sean McCarthy
Briana Ashton	JOSH Girard
Bekah Crowley	Samantha Eldridge
Faith Vibberts	Renee Haddad
Ethan Groves	Joe Benton
Marlaina Segers	Autumn Wrana
Payton Palmer	Valerie Blais
Jesse Gifford	Abby DeFeo

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Darrien Bajnathsingh	Cloay Requirer
Ben Higman	Michaela Schomel
Tony Page	Elizah Waring
Seth Symonds	Griffin Rovetti
Gordon Siebert	Morgan Adams
Diego Caballero	Taegan Botti
Conor C'Brien	John Marsh
Noah Vasington	Emili Magowan
Nathan Yich	Annabelle Nazario
Atticus Hengel	Karlie Minabe
Michael Yorke	Cassie Durocher
Ben Gummel	Katherine Gust
Tristan Renshaw	Bella Hamley
Austin Crim	Alexis Wells
Abdul B. Haje	Amyr Cate

As a student at E.O. Smith, the Student Resource Officers are a positive role model in our school community and they create a safer environment.

David Shipu	Evan Bliven
Quincy Starkweather	Carl Mercier
Jewell Garcia	Joshua Morrison
Dannion Sierra Torres	Ethan Parsell
Mason Rosado	Aidan Strong
Justin Martin	J. Caleb Farrar
Thomas Pippin	Justin Hornung
Maiyah Ramos	Trebin Watson
Chanel de la Cruz	Serenity Goodell
Ava Chaloe	Liliya Ignar
Andrew Rodriguez	Madeline Soroka
Izzy Frank	Elizabeth Redlesser
Scott Hall	Matt Belden
Simon Correne	Avery Lydon
Emma Bussolotta	Brian Mercedes

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Ellec Jeffreys	Bryn Pedersen
Haley Crim	Anna FLOW
Iva Filipovic	Daniel Simpson
Megan Petrone	Jack Braithwaite
Kristine Johnson	Jake smey
Thomas Boardman	Colin Sheardwright
Skylar WATSON	Max DRZEWIECKI
Noah Woodmansee	Damian Mainf
Maddi Sauer	Mariusz Clark
Grace GALT	Garrett Ballou
Katie Simons	Alexis Texas
Julianna Duclos	Mica Khalifa
Nathan Nicolson	Jake Hultgren
Chloe Greene	Kyle Conrad
Madison Dwyer	Kinsey Doregan

As a student at E.O. Smith, the Student Resource Officers are a positive role model in our school community and they create a safer environment.

Shannon Connolly	Helena Hanel
Olivia Zwick	Clair Tung
Madi <sup>♥</sup> Lyons	Anna Dietz
Dylan Fisher	Emma Smith
Franky Davis-Krampitz	Michelle Zhu
Ana Caliz	Bridget Olson
Sean Rocco	Abigail Levine
James Berkingham	Mary <del>200</del> LePointe
Taylor Chobot	Rida Khan
Gracie Martinez	Mackenzie Sherman
Faith Halloran	Amy Wei
Allie Leonard	Sierra York
Caitlyn Moon	Ali Bean
Ashlyn Higham	Molly Bourke
Shirley Chen	Nora Brown

As a student at E.O. Smith, the Student Resource Officers are a positive role model in our school community and they create a safer environment.

Lukas Perry	Robie Markos
Maddie Young	John Huang
Jaiden Hathaway	Zachary Donald
Annie T	
Ella Larsen Graangrav	
Erin O'Neill	
Alaina Magaldi	
Catherine Grenier	
Anatoli Keshman	
Allison Escott	
Courtney Doherty	
Nate Dawson	
Falen Sutch	
Alexander Pietros	
Jason Mruz	

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EMMA BALDRIDGE	
X JACOB BERNSTEIN	
MASON BILLY	
DARSHAN STANCA	
TIMOTHY NEWING	
CHRIS BARKER	
OWEN ENGLER	
CHRISTOPHER DAVIS	

As a student at E.O. Smith, the Student Resource Officers are a positive role model in our school community and they create a safer environment.

Onalysse Boham	
Olivia Hackett	
Katrina Hefley	
Matt Enright	
Gabriella King	
Brianna King	
Emma Pierce	
Teagan D'Agata	
Zoe Petell	

T. Maines  
1/27/2020



## What Effects do School Resource Officers Have on Schools?

Richard R. Johnson, Ph.D.

October, 2016

Over the last two years there has been a small, but very vocal, segment of the U.S. population that has raised concerns in opposition to having law enforcement officers permanently assigned to schools as school resource officers (SROs). Those in opposition to school resource officers have claimed that assigning officers to schools has resulted in youths being formally arrested for minor conduct issues that would have otherwise been handled informally by school staff if the SROs had not been present in the school. They have suggested that SROs have resulted in thousands of children being marked for life with criminal records for behaviors that previously would only have resulted in minor in-school discipline. They claim that the presence of SROs in schools has contributed to the disproportionate confinement of minority youth because they are disproportionately assigned to schools in minority neighborhoods, and that by arresting minority youth for minor offenses, it gives them a criminal record that will follow them the rest of their lives. In sum, **many argue that police officers in schools are responsible for a “school to prison pipeline”**.

One should ask, however, **are these allegations supported by the research evidence?** To date, there is very little social scientific research regarding SROs and their roles and operations within schools. This research brief will review the small set of existing social scientific research studies about SROs to see what impact they appear to have on students and schools.

### **Not All School Resource Officers are Alike**

The first important research finding is that SROs are individuals and, like all people, individual school resource officers act differently from one another. Therefore, examples can likely be found of individual SROs who have taken an unnecessarily heavy enforcement stance toward student conduct problems, and others who have not. Undoubtedly, officers with temperaments unsuited for working with children and youths should not be assigned to SRO positions. However, solely focusing on isolated incidents receiving national media attention is not a reasonable way to determine the effects of the thousands of SROs assigned to schools throughout the country.

It is also important to keep in mind that every jurisdiction has different rules, policies, and organizational tables for their SRO programs. While some agencies require SROs to engage in some teaching activities, or deliver the D.A.R.E. or G.R.E.A.T. programs, other agencies strictly limit their SROs to law enforcement and order maintenance duties. School districts also vary in the amount of control school administrators have over the roles, responsibilities, and actions of the SROs within their schools. These jurisdictional differences undoubtedly also impact how SROs engage in their work. The following research findings will discuss the limited amount of research to date on SROs and the general trends that have been revealed thus far. It is important to keep in mind, however, that not all SROs fit into the general trends.

### **Are SROs Too Enforcement Oriented?**

The most publicized study to examine this question used data from a nationwide survey of 470 high school and middle school principals in the U.S. from 2003 through 2008. This study, conducted by researchers at the University of Maryland, found that schools with SROs reported more serious crimes, more minor crimes, and higher rates for student expulsions than schools without SROs (Na & Gottfredson, 2013). While the authors of this study immediately jumped to the conclusion that the presence of SROs caused normal problem student behaviors to be treated as serious crime, and to be punished more severely through arrests and expulsions, it is also just as likely that they have the order reversed. In other words, this study fails to address the likelihood that SROs tend to be assigned to schools that *already* have significant crime and problem student behavior issues, and less likely to be utilized in schools that do not experience as severe safety and student conduct issues.

In a more thorough and controlled study, published in 2009, a researcher from the University of Tennessee examined school discipline data for 28 middle and high schools in the Knoxville metropolitan area over a three-year period (Theriot, 2009). Thirteen of these schools were assigned SROs, and the remaining 15 schools called patrol officers when law enforcement assistance was needed. No differences were found between the schools in the overall number of arrests per student, suggesting that SROs arrested just as frequently as schools that relied on calling patrol officers. Compared to schools without SROs, schools with SROs experienced fewer arrests for serious crimes such as assault and weapons charges, and more arrests for disorderly conduct charges. The researcher also examined the SRO schools before an SRO was assigned to the school, and after the SRO was assigned. After an SRO was assigned, the schools experienced fewer arrests for felony and violent misdemeanor offenses, and more arrests for disorderly conduct charges.

**These findings suggest that SROs, although they are exposed to more student criminal and misconduct situations than are patrol officers, arrest students at equal rates as patrol officers. The evidence in this study also suggest that when SROs do arrest students, they tended to downgrade the severity of the charges against the student to disorderly conduct rather than an assault or felony charge.**

A study by researchers at Mississippi State University examined statewide juvenile court data from 2009 through 2011. They wanted to see if charges brought by SROs differed from charges brought by other types of officers (May, Barranco, Stokes, Robertson, & Haynes, 2016). This study found

that SROs and other types of officers were equally likely to refer juveniles to the juvenile court when encountering a report of a felony offense. The study also found, however, that SROs were *less* likely to refer juveniles to the juvenile court for misdemeanors or status offenses. **This study suggested that most SROs act no differently than other officers when it comes to felony crimes. It also suggested that SROs are more lenient than are patrol officers when encountering misdemeanor and status offenses.**

Researchers from Eastern Kentucky University were interested in how school principals perceived the presence of SROs within their schools (May, Fessel, & Means, 2004). Surveying 119 elementary, middle, and high school principals across Kentucky, they found that 98% of principals supported SROs in high schools, and 94% supported SROs in middle schools. Fifty percent even supported SROs in elementary schools. The vast majority of principals (92%) believed that SROs in their state were properly trained and acted appropriately. Most (88%) of those who had SROs in their schools reported that crime decreased in their schools after SROs were assigned. These findings suggest that school principals in Kentucky overwhelmingly approve of SROs.

### **What is the Role of the SRO?**

**Interviews with SROs themselves also reveal that SROs are far more than agents of law enforcement in schools.** One study by Texas State University interviewed a small sample of 26 SROs from across Texas (McKenna, Martinez-Prather, & Bowman, 2016). These interviews revealed that, in addition to their law enforcement role, 46% of SROs described their role as that of a social worker, 38% described their role as an educator, and 35% described their role as being a surrogate parent.

A similar study conducted by the University of Nebraska at Omaha surveyed 52 SROs and 320 patrol officers around the Omaha metropolitan area (Rhodes, 2015). Compared to patrol officers, SROs performed fewer law enforcement tasks (issuing citations, making arrests, and investigating crimes) in a given work day, and also performed fewer order maintenance duties (handling disputes and disorderly persons). **Compared to patrol officers, SROs spent more time on non-crime service related activities, such as giving advice, medical assistance, community relations activities, and traffic direction.** SROs also had higher levels of job satisfaction when compared to patrol officers.

### **Conclusion**

**There have been very few social scientific studies about SROs, but the studies that have been conducted so far do not indicate that the presence of SROs creates a “school to prison pipeline” in which children are saddled with criminal records for behaviors that previously would only have resulted in minor in-school discipline.** SROs generally appear to be more lenient than are patrol officers when dealing with minor student criminal behavior and conduct problems. But there seems to be no difference between SROs and patrol officers when dealing with serious felony crimes.

The available evidence indicates that SROs tend to see their role as that of a social worker, educator, and surrogate parent to the students. The work that they do tends to focus on service

activities unrelated to crime and disorder, but principals still tend to notice reductions in crime and conduct problems when SROs are present. School principals generally approve of the presence of SROs at high schools and middle schools, and sometimes even at elementary schools.

**No empirical research evidence was found to suggest widespread actions by SROs in the U.S. to criminalize the minor behaviors of students in general, or minority students in particular.** The general pattern is that SROs make arrests under the same circumstances that would cause a principal to call the police if an SRO were not already present.

**Furthermore, SROs create the opportunity for school-aged children to have non-confrontational, non-enforcement contacts with law enforcement officers, that may contribute to more positive opinions of the police later in life.** Finally, the known presence of an SRO on campus may enhance the safety of our children, as the mass shootings at grade schools in the U.S. to date have not occurred at schools with an SRO presence. **The research to date does not support the “school to prison pipeline” theory, and further research may well support the widespread belief held by principals that the use of SROs tends to have a positive impact on schools and students.**

## References

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- May, D. C., Fessel, S. D., & Means, S. (2004). Predictors of principals' perceptions of school resource officer effectiveness in Kentucky. *American Journal of Criminal Justice, 29(1)*, 79-100.
- McKenna, J. M., Martinez-Prather, K., & Bowman, S. W. (2016). The roles of school-based law enforcement officers and how these roles are established: a qualitative study. *Criminal Justice Policy Review, 27(4)*, 420-443.
- Na, C., & Gottfredson, D. C. (2013). Police officers in schools: effects on school crime and the processing of offending behaviors. *Justice Quarterly, 30(4)*, 619-650.
- Rhodes, T. (2015). Officers and school settings: examining the influence of the school environment on officer roles and job satisfaction. *Police Quarterly, 18(2)*, 134-162.
- Theriot, M. T. (2009). School resource officers and the criminalization of student behavior. *Journal of Criminal Behavior, 37*, 280-287.

**Sara-Ann Chaine**

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**From:** K&J P <kjzpz1199@gmail.com>  
**Sent:** Monday, January 27, 2020 12:50 PM  
**To:** Town Clerk  
**Subject:** SRO program

To our Town Council members,

We are Storrs-Mansfield community members, moving here from Willington in 2005. Our children each started their educational adventure at 3 years old, in the Goodwin preschool program. Our son is now in 8th grade at MMS and our daughter is now a junior at EO Smith. We have watched first hand the increasing anxiety our children feel when they go to school. Wondering what is being done to keep them safe. We feel helpless to protect our kids when they are not with us. We feel the anxiety and fear as well when our children leave to go to school each day. When we found out about the SRO program at EO Smith, we all felt a bit more at ease knowing this was put in place to help protect our children as well as the staff. We have heard wonderful things about Hans and Mark, from community members and more importantly, from EO staff and students.

Our entire household is in favor of keeping our SRO's at EO Smith.

Karri Prandy - community member and mother

John Prandy - community member and father

Zara Prandy - junior at EO Smith

Zane Prandy - 8th grader at MMS, going into EO Smith next school year

Frederick Krampitz Jr - community member and grandfather

Thank you,

The Prandy/Krampitz Family  
10 Ridge Road  
Storrs, CT 06268

Anna Cranmer  
33 Adeline Place  
Mansfield Center, CT 06250

Town Council  
Audrey P. Beck Municipal Building  
4 South Eagleville Road  
Storrs Mansfield, CT 06268

January 28, 2020

Thank you for reconsidering your decision to abruptly terminate the School Resource Officer program.

The SRO program appears to have been thoughtfully researched and implemented. While still only in its infancy, it has improved safety and security in our school by reducing vaping, drug use and inappropriate contact incidents as cited in Jill Krieger's letter of January 13, 2020. In reviewing the notes from your last meeting, it is supported by administrators, teachers and students alike.

As a mother of three daughters, past, current and future EO Smith students, I am in favor of supporting this program to ensure that our students can enjoy a safe learning environment. I disagree with worries that it would become a pipeline to prison for minority students. I hope the continuation of the SRO program can allay these fears. Common sense gun control legislation is lacking in our country. US school tragedies have become all too common. I feel strongly that the SRO program, bringing fully trained, armed law officers into EO Smith High School, should continue to help ensure the safety and security of our school.

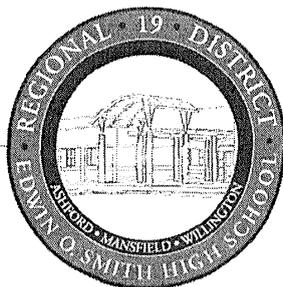
Thank you for your consideration.

Sincerely,



Anna Cranmer

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James Mark, Chairperson  
Regional School District #19

1235 Storrs Road  
Storrs-Mansfield, CT 06268  
860-487-1862

February 6, 2020

Mansfield Town Council  
Audrey P. Beck Building  
4 South Eagleville Road  
Storrs, CT 06268

Dear Members of the Mansfield Town Council,

Thank you for your recent motion addressing our School Resource Officer (SRO) program. We are committed to working collaboratively with the Town of Mansfield and the CT State Police to revise the Memorandum of Agreement to address the Council's concerns.

The Regional School District 19 Board of Education (BOE) is also committed to continuing the SRO program, and is moving forward in our efforts to satisfy your concerns with the expectation that the program will continue next school year. We have been working with the Town, and will continue to work with the Town, in good faith to meet both your expectations and our own. At this point, we are engaged in discussions to revise the Memorandum of Understanding, are pursuing membership for our School Resource Officers in the National School Resource Officer (NASRO) organization, and are exploring the various training opportunities related to implicit bias/diversity which might be available to our School Resource Officers. We appreciate and support your involvement in this process, but believe that it is also critically important for our Board to be able to thoroughly understand the Town Council's goals and expectations with respect to continuation of our School Resource Officer program. On behalf of my Board and its constituents, I am therefore seeking specific information from you regarding the criteria upon which the Town Council will rely in determining whether to continue or terminate the Town's employment of our School Resource Officers at the end of the current school year. The Region 19 Board of Education is also seeking some assurance that, if we are able to satisfy reasonable criteria which you believe to be critically important for the continuation of this program, that, in such event, the program will be able to continue with your support.

The Regional School District 19 Board of Education looks forward to an opportunity to meet and collaborate on this program with the Mansfield Town Council, while also continuing to develop a collaborative working relationship between our two governing organizations. Please let us know when you would like to schedule that meeting.

Sincerely,

James Mark, Chairperson  
Regional School District 19

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# 2ND ANNUAL FRIENDS & FARMERS OF MANSFIELD

A special event to connect with local farms!

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**February 22, 2020 | 10AM to Noon**  
**Buchanan Auditorium**  
**Mansfield Public Library**

Residents, chefs, and businesses are invited to come learn about Community Supported Agriculture programs (CSA), meet farmers representing local farm stands and pick-your-own farm operations, and shop for fresh, CT-Grown products,