

AGENDA

Council Members and Staff are encouraged to phone in.

**This meeting is physically closed to the public but the public may view the meeting on
livestream at https://townhallstreams.com/towns/mansfield_ct**

**Public Comment will be accepted by email at Pub_Comm@Mansfieldct.org or by USPS mail and
must be received prior to the meeting**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. APPROVAL OF MINUTES**
 - A. [Town Council 03.09.2020 Draft Minutes](#) 3 - 12
 - B. [Town Council 03.18.2020 Emergency Meeting Draft Minutes](#) 13 - 14
- 4. PUBLIC HEARINGS**
 - A. **2020 Small Cities (Community Development Block Grant) Public Hearing** 15 - 16
With Town Hall closed to the public to prevent the spread of COVID-19, this Public Hearing will be opened and immediately continued to the Town Council's Regular Meeting on April 13, 2020 at 7:00 p.m. in the Town Council Chamber, 4 South Eagleville Road. No presentation will be made and no public comment will be taken at the March 23, 2020 meeting.
[CDBG- Small Cities Public Hearing Notice](#)
- 5. OPPORTUNITY FOR PUBLIC TO ADDRESS COUNCIL**
- 6. REPORT OF THE TOWN MANAGER**
- 7. REPORTS AND COMMENTS OF COUNCIL MEMBERS**
- 8. OLD BUSINESS**
 - A. **Ad Hoc Committee on the Naming of Southeast Park field "A" (Item #8B, 3-9-20 Agenda)** 17 - 21
[AIS - Ad Hoc Committee on the Naming of Southeast Park Field A Memo from Parks and Recreation Department dated Feb. 27, 2020](#)
[Letter of request from Mansfield Little League dated Feb. 5, 2020](#)

B.	Appointment of Interim Town Manager (Item #7A, 12-9-19 Agenda) AIS - Appointment of Interim Town Manager Legal Opinion from Town Attorney Relevant sections of Mansfield Town Charter	23 - 28
9.	NEW BUSINESS	
A.	MRRA,Trash and Recycling Rates for Eight and Six Cubic Yard Compacting Dumpsters AIS - MRRA, Trash and Recycling Rates for Eight and Six Cubic Yard Compacting Dumpsters Proposed Multi-family Trash Rates 3-2020 Rate Setting Spreadsheet 3-20	29 - 34
10.	REPORTS OF COUNCIL COMMITTEES	
11.	DEPARTMENTAL AND ADVISORY COMMITTEE REPORTS	
12.	PETITIONS, REQUESTS AND COMMUNICATIONS	
A.	B. Wassmundt (3.9.20)	35
B.	T. Luciano (3.12.20)	37 - 38
C.	J. DeLong, CCM - Guidance Document : Gov's Executive Orders re: in person open meetings	39 - 42
13.	FUTURE AGENDAS	
14.	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 7:09 p.m. in the Council Chamber of the Audrey P. Beck Municipal Building.

2. ROLL CALL

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

3. APPROVAL OF MINUTES

Mr. Bruder **moved** and Ms. Berthelot seconded to approve the minutes of the February 24, 2020 regular meeting as presented. Motion **passed** unanimously.

4. OPPORTUNITY FOR PUBLIC TO ADDRESS COUNCIL

Sarah Kaufold, Mulberry Road, spoke about and invited the Council and public to an upcoming community gathering series called Conversations on Race in Mansfield.

Eric Belanger and Sheridon Haye, Highland Road, asked the Council to address the issue of speeding cars on Highland Road.

Betty Wassmundt, Old Turnpike Road, asked the Council to reconsider shared financial services. (Statement attached.)

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 Coventry, Tolland, Bolton, and Mansfield recently met to collaborate regarding economic development and reviewed a study that highlighted local tourism and natural resources; she testified at the legislature regarding changing alcohol rules in town; the University has withdrawn opposition to the Eagleville Green project; she was a judge during History Day at UCONN; she attended a small communities coalition CCM meeting regarding cyber security; the School Building Committee is approaching a final design; the CCM Legislative Committee discussed a statewide insurance fund for funding special education; and she attended a CRCOG meeting.

Mr. Freudmann expressed his desire for the Personnel Search Committee meetings to be public.

Mr. Bruder reported that he attended the Eagleville Green open house and that he is glad that his children report feeling safe at school in regards to COVID-19.

Mr. Schurin **moved** and Ms. Berthelot seconded to add Grant Opportunity: Affordable Housing Plan Technical Assistance Program ahead of old business and Mansfield Middle School Roof Building Committee Charge to the first item of old business. Motion **passed** unanimously.

6A. Grant Opportunity: Affordable Housing Plan Technical Assistance Program

Ms. Berthelot **moved** and Mr. Bruder seconded, effective March 9, 2020, to adopt the attached Resolution Authorizing the Submission of an Affordable Housing Technical Assistance Application to the Connecticut Department of Housing. Motion **passed** with all in favor except Mr. Freudmann who voted against.

7. OLD BUSINESS

A. School Resource Officer Program (Item #7A, 1-27-2020 Agenda)

Ms. Berthelot **moved** and Mr. Schurin seconded, effective March 9, 2020, to authorize the Interim Town Manager to sign the Memorandum of Understanding between the Regional School District #19 Board of Education and the Town of Mansfield clarifying and resolving concerns that the Mansfield Town Council has concerning the current School Resource Officer (SRO) program at E. O. Smith Regional High School. Motion **passed** with all in favor except Mr. Freudmann who voted against.

B. Town Council Rules of Procedure (Item #2, 11-12-2019 Agenda)

Ms. Berthelot, by recommendation of the Personnel Committee, **moved**, effective March 9, 2020, to adopt the recommended changes to the Town Council Rules of Procedure, as presented by the Personnel Committee. Motion **passed** unanimously.

8. NEW BUSINESS

A. Mansfield Middle School Roof Building Committee Charge

Mr. Bruder **moved** and Ms. Berthelot seconded, effective March 9, 2020, to approve the attached resolution regarding the Mansfield Middle School Roof Building Committee. Motion **passed** unanimously.

B. Ad Hoc Committee on the Naming of Southeast Park Field "A"

Ms. Berthelot **moved** and Mr. Schurin seconded to appoint Councilors Fratoni, Bruder, and Schurin to the Ad Hoc Committee on Naming of Ballfields, which is charged with considering a request to name one of the Town's ballfields then report back to the Town Council for formal review and consideration. Motion **passed** unanimously.

C. Proclamation on the Importance of the All Girl Space offered by Girl Scouts and Celebrating Girl Scouts Day 2020

Mr. Bruder **moved** and Ms. Berthelot seconded to authorize the Mayor to issue the attached Proclamation on the Importance of the All-Girl Space Offered by Girl Scouts. Motion **passed** unanimously.

D. Town Council Goal Setting

Councilors agreed to initiate the process of goal setting at a special meeting on March 23, 2020.

9. REPORTS OF COUNCIL COMMITTEES

Mr. Bruder, by recommendation of the Committee on Committees, **moved**

- to appoint John Fratiello and Paul Shapiro to the *Mansfield Middle School Roof Building Committee*; and
- to appoint Will Bigl to the *Windham Region Transit District Board of Directors* for a term ending 6/8/2023.

Motion **passed** unanimously.

10. DEPARTMENTAL AND ADVISORY COMMITTEE REPORTS

None.

11. PETITIONS, REQUESTS AND COMMUNICATIONS

- A. SEC Environmental Sustainability Report (CY 2019)
- B. Sgt. K. Timme, Town of Mansfield Monthly Reports (Jan & Feb 2020)
- C. Haven Campus Communities-Mansfield Pre-Application (2.12.20)
- D. A. O'Neill, CT Water Company - H2O Help 2 Our Customers Program (2.21.20)
- E. S. Jordan, UConn EVP for Admin and CFO - letter re: Petitions W1612, P1364-1, P1364-2 (3.2.20)

12. FUTURE AGENDAS

- Update on COVID-19 Response

13. ADJOURNMENT

Ms. Berthelot **moved** and Mr. Schurin seconded to adjourn the meeting at 8:39 p.m. The motion **passed** unanimously.

Antonia Moran, Mayor

Sara-Ann Chaine, Town Clerk

March 9, 2017

To: Town council
From: Betty Wassmundt

RE: Shared Services

Now that the Finance Director has submitted her resignation, it is the time for this Council, and the Finance Committee, to review "shared Services".

The Finance Director's current position as financial adviser to the Town, Reg. 19 and Board of Ed presents an inherent possibility for conflict of interest and allows for fraud upon the taxpayers as there is no check on what that person does.

I urge you to consider this and to do so directly. It is my opinion that this town can do the technical work such as payroll and accounting for the three entities but that the financial advisers should be separate.

I spoke with Mayor Moran about this and right off she said it would cost more money. Perhaps that is so but it may not cost even as much. You should study this and make an informed decision.

Mayor Moran also said that each entity would need a full time financial adviser. Well, maybe not; perhaps just part-time would be needed. Consider this, the current Finance Director is responsible for this town's finance department, the assessor's office and tax collector's office, along with being the Purchasing Agent, along with being financial adviser to B o E and Reg. 19. This is good for the Director who gets paid a big salary for it but it may not be good for the taxpayers. But if one person can handle all of that responsibility, surely B o E and Reg. 19 do not each need a full time financial adviser. Perhaps a firm such as Blum Shapiro or Cohn Resnick could be hired as a financial adviser needed just part-time.

Now, you are the keepers of the people's money. You should be responsible to guarantee that this town operates with good business practice, especially with respect to finance/money. Just consider the Baruzzi fraud, all his documentation was processed through this one person; perhaps if the B o E had its own financial adviser, this would not have happened. I hope you have carefully reviewed the lease with Region 19 for the Depot Campus; that's another issue where this town and Region 19 have disparate financial interests.

Please get to work on this. Thank you.



TOWN OF MANSFIELD

**RESOLUTION AUTHORIZING THE SUBMISSION OF AN AFFORDABLE HOUSING
TECHNICAL ASSISTANCE APPLICATION TO THE CONNECTICUT DEPARTMENT OF
HOUSING**

WHEREAS, state monies are available from the State of Connecticut, Department of Housing for communities seeking to prepare and adopt an Affordable Housing Plan pursuant to the provisions of Section 8-30j of the Connecticut General Statutes; and

WHEREAS, the Town is required to prepare and adopt an Affordable Housing Plan; and

WHEREAS, the Town Council established the Ad Hoc Committee on Affordable and Workforce Housing on November 12, 2019; and

WHEREAS, one of the purposes of the Ad Hoc Committee is the preparation of the Town's Affordable Housing Plan; and

WHEREAS, it is desirable and in the public interest that the Town of Mansfield make application to the State for \$15,000 to support the Town's efforts in developing an Affordable Housing plan and to execute an Assistance Agreement therefore, should one be offered;

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

That it is cognizant of the conditions and prerequisites for the State financial assistance identified in the March 9, 2020 document titled "Planning Grants for Thriving Connecticut Communities | Affordable Housing Plan Technical Assistance Program; and,

That the filing of an application for State financial assistance from the Affordable Housing Technical Assistance Program by the Town of Mansfield in an amount not to exceed \$15,000 is hereby approved and that John Carrington, Interim Town Manager is hereby authorized and directed to file such application with the Commissioner of the Department of Housing; to provide such additional information; to execute such other documents as may be required by the Commissioner; to execute an Assistance Agreement with the State of Connecticut for financial assistance if such an agreement is offered; to execute any amendments, rescissions, and revisions thereto; to implement project activities, if approved, and to act as the authorized representative of the Town of Mansfield and to execute any other agreement or contract relative to said project.

That it adopts or has adopted on behalf of the Town of Mansfield a policy to support the following nondiscrimination agreements and warranties provided in subsection (a)(1) of Connecticut General Statutes sections 4a-60 and 4a-60a, respectively, as amended by Public Act 07-142, and for which purposes the "contractor" is the Town of Mansfield and "contract" is said Assistance Agreement:

The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, gender identity or expression, status as a veteran, intellectual disability, mental disability or physical disability, including but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States or of the State of Connecticut. The contractor further agrees to take affirmative action to insure that applicants with job-related qualifications are employed and that employees are treated when employed without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, gender identity or expression, status as a veteran, intellectual disability, mental disability or physical disability, including but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved.

The contractor agrees and warrants that in the performance of the contract, such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of sexual orientation, in any manner prohibited by the laws of the United States or of the State of Connecticut, and that employees are treated when employed without regard to their sexual orientation.

MANSFIELD TOWN COUNCIL

Antonia Moran

Mayor

Dated at Mansfield, Connecticut

this 9th day of March, 2020

Attest: I, Sara-Ann Chaine, Town Clerk of the Town of Mansfield, do hereby certify that the above is a true and correct copy of a resolution adopted by the Mansfield Town Council at its duly called and held meeting on March 9, 2020, at which a quorum was present and acting throughout, and that the resolution has not been modified, rescinded, or revoked and is at present in full force and effect. I further certify that John Carrington now holds the office of Interim Town Manager and that he has held that office since July 18, 2019.

Sara-Ann Chaine, Town Clerk, Town of Mansfield, Connecticut

Date (Seal)

**RESOLUTION REGARDING
MANSFIELD MIDDLE SCHOOL ROOF BUILDING COMMITTEE**

WHEREAS, the Mansfield Board of Education has requested that the Town Council of the Town of Mansfield establish a building committee to replace the roof at the Mansfield Middle School; and

WHEREAS, the Town Council is authorized to appoint a building committee for building and construction projects, and to authorize said building committee to: prepare schematic drawings and outline specifications for the project; construct the project; to contract with contractors and others on behalf of the Town for the project; and, to approve design and construction expenditures should the referendum be approved; and

WHEREAS, the Town Council anticipates placing a referendum before the voters of the Town of Mansfield to be held at the regular November municipal election;

NOW, THEREFORE, BE IT RESOLVED THAT:

Section 1 - Establishment; Duties.

The school building committee established by resolution of the Town Council on February 24, 2020 shall be known as The Mansfield Middle School Roof Building Committee (the "Building Committee"). The Building Committee is hereby confirmed and authorized to serve as the building committee provided for in this Resolution. The Building Committee's duties shall be as follows:

(a) Pre-referendum Duties:

Plan development. The Building Committee shall:

- (1) Select architectural and/or engineering firm(s) to prepare schematic and final plans, including structural plans, professional estimating service, drawings and specifications, cost estimates and preparation of bid documents and contract documents. The Building Committee shall oversee negotiations of a contract to be entered into by the Town and said firm(s), subject to approval of the Town Attorney and Town Manager.

(b) If said Referendum is approved:

- (1) Complete bid documents and contract documents. The Building Committee shall submit the final plans to the State Department of Education for approval pursuant to Conn. Gen. Stat. § 10-292(a). Upon approval by the State Department of Education, the Town Council and the Building Committee shall put the projects out to bid and award the contract to the successful bidder(s) in accordance with the Town's established bidding procedures.

- (2) Meet with the architect, general contractor or construction manager to be certain that they reconcile any differences and agree as to what is required by the final plans, drawings and specifications, bid documents and contract documents. The Building committee shall oversee the construction contract(s) to be entered into by the Town and said construction firm(s), subject to approval of the Town Attorney and Town Manager.
 - (3) Determine the scheduling/phasing of the planning and construction of each building included in the overall project.
- (c) If said Resolution is approved: Initiation, continuation and completion of construction.

The Building Committee shall:

- (1) Award the architectural contract for administrative services during the construction phase.
- (2) Authorize the start of construction.
- (3) Monitor the construction process to include meetings with the architect, project manager and construction contractor as necessary to resolve any differences.
- (4) Coordinate communication between the Building Committee, the Board of Education, the Town Manager and Town Council to keep all parties up-to-date on developments.
- (5) Consider and promptly act on change orders, making certain that any increase in the cost involved in any change order is within the amount appropriated for the project.
- (6) Monitor the preparation by the architect of a list of items which are not fully completed (punch list) or which require further attention when the architect has certified that the project is substantially complete. The Building Committee shall make certain that such items are completed properly and promptly.
- (7) Review the certification by the architect that construction has been completed in full compliance with contract documents or review the list of items which are not yet satisfactorily completed.
- (8) Authorize the release of funds which had been withheld or designate those funds to be withheld pending completion of any unfinished work or for any other appropriate reason.

Section 2 - Structure; Membership. The Building Committee will consist of five (5) regular members as set forth in the resolution of February 24, 2020. The Building Committee shall designate its Chair, Vice Chair and Secretary. The Building Committee shall act as a "school

building committee" for the project pursuant to Conn. Gen. Stat. § 10-291 and the applicable regulations of the State Department of Education. Members of the Committee shall include the Mayor or her/his designee, Board of Education Chair or her/his designee, and three (3) representative members of the community, including at least one (1) member having experience in the building and/or construction industry. The Town Manager and Superintendent of Schools will serve as ex-officio members of the committee. The Town Manager may appoint staff liaisons, as he/she deems appropriate.

Section 3 - Subcommittees. The Building Committee is authorized to establish subcommittees of the Building Committee (collectively, the "Subcommittees"), to designate the Chair and Vice Chair of each Subcommittee, and to fill all vacancies on the Subcommittees. The members of each Subcommittee shall be members of the Building Committee. The Subcommittees shall choose their secretaries. To the extent not provided herein, the Building Committee shall determine the duties and responsibilities of each Subcommittee.

Section 4 - Appointments. The Town Council shall make appointments by way of separate resolution(s).

Section 5 - Administration. The Building Committee and Subcommittee members shall not receive any compensation for their services. Necessary expenses of the Building Committee and Subcommittees shall be included in the cost of the project. In carrying out their functions, the Building Committee and Subcommittees shall comply with the Connecticut Freedom of Information Act, as amended.

Section 6 - Grant Applications. The Mansfield Board of Education is authorized and directed to apply for and accept any State grants for the project and any portions or components thereof, including but not limited to the filing of applications with the State Commissioner of Education, the execution of grant agreements for the project, and the filing of such documents as may be required to obtain said grants.

Section 7 - Chief Executive's Responsibility for Coordination of Process. Throughout the planning and construction process, the Town Manager shall be responsible for coordinating the process and working with the Building Committee and/or the designees and making full use of the Town staff and appropriate outside services as required. Within the project's budgetary limits, the Town Manager is authorized to obtain outside services as he/she deems necessary.

Section 8 - Execution of Contracts. The Town Manager shall execute all contracts entered into by the Town for the project. The Town Attorney shall review all contracts before they are entered into by the Town and shall oversee the execution of such contracts and compliance with appropriate bonding and insurance requirements or other matters to which he may later be required to attest. If appropriate, bond counsel shall be consulted.

Section 9 - Timelines. The Building Committee shall make progress reports on the projects to the Town Council and Board of Education no less than quarterly.



Town of Mansfield
A Proclamation on the Importance of the All-Girl Space Offered by Girl Scouts

WHEREAS, the year 2020 marks the 108th anniversary of Girl Scouts of the USA, the largest and most successful leadership program for girls in the world; and

WHEREAS, Girl Scouts unleashes the G.I.R.L. (Go-getter, Innovator, Risk-taker, Leader)[™] in every girl, preparing her for a lifetime of leadership; and

WHEREAS, Girl Scouts combines time-tested, research-backed methods with exciting, modern programming that speaks to today's girls and is designed to cater to the strengths of girls' leadership development; and

WHEREAS, Girl Scouts offers girls 21st century programming in science, technology, engineering, and math (STEM); the outdoors; entrepreneurship; and beyond, helping girls develop invaluable life skills and take the lead early and often; and

WHEREAS, as the world's premier leadership development organization for girls, Girl Scouts welcomes girls of all backgrounds and interests who want to develop the courage, confidence, and character to make the world a better place; and

WHEREAS, research shows that girls learn best in an all-girl, girl-led environment in which their specific needs are addressed and met; and

WHEREAS, the Girl Scout Gold Award, the highest and most prestigious award in Girl Scouting, calls on Girl Scouts in grades 9 to 12 to take on projects that have a measurable and sustainable impact on a community by first assessing a need, designing a solution, completing a project, and inspiring others to sustain it; and

WHEREAS, with more than 100 years of experience, Girl Scouts brings a wealth of knowledge to programs that deliver girls cornerstone experiences with benefits that last a lifetime; and

WHEREAS, today, more than 50 million women are Girl Scout alums, and 2.6 million girls and adults are current members.

NOW, THEREFORE, I, Antonia Moran, by virtue of the authority vested in me as Mayor of Mansfield, Connecticut, do hereby applaud the Girl Scout Movement and Girl Scouts of Connecticut for providing girls with a safe, inclusive, all-girl space where they can hone their skills and develop leadership abilities, and I declare Thursday, March 12, 2020 as Girl Scout Day.

IN WITNESS WHEREOF, I have set my hand and caused the seal of the Town of Mansfield to be affixed on this 9th day of March in the year 2020.

Antonia Moran,
Mayor, Town of Mansfield

DRAFT MINUTES

CALL TO ORDER

Mayor Moran called the emergency meeting of the Mansfield Town Council to order at 3:30 p.m. in the Council Chamber of the Audrey P. Beck Municipal Building.

ROLL CALL

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

NEW BUSINESS

1. Rules of Procedure Adjustment

Mr. Shaiken **moved** and Mr. Kochenburger seconded to revise Rule 2 to allow for electronic participation and to temporarily revise the Town Council Rules of Procedure Rules 3 and 4 to remove Opportunity for Public to Address the Council from the agenda and provides that public participation will be limited to comments received via US Postal Service or electronic mail.

In support of his motion, Mr. Shaiken expressed the importance of following the public health guidelines issued by the State Department of Health and the Center for Disease Control. Mr. Freudmann expressed concern with not allowing the public to be physically present at public meetings.

Mr. Freudmann **moved** and Mr. Ausburger seconded to divide the motion into two parts. Motion to divide **failed** with Mr. Freudmann and Mr. Ausburger in favor and all other against.

Original motion **passed** with all in favor except Mr. Freudmann and Mr. Ausburger who voted against.

2. Update on Town Response to COVID-19

Mr. Carrington gave an extensive oral report by department on the Town's response to COVID-19. Highlights include encouraging staff to work from home if possible, the schools are delivering meals to families and preparing for distance learning, the Mansfield Downtown Partnership is working with

local businesses, municipal buildings are closed to the public, the Town's emergency operations center is open daily, public safety staff are taking many precautions, meetings are being cancelled or held virtually, and parks are open.

3. Town Hall Closed to Public

Mr. Carrington reported that Town Hall is closed to the public. Offices are staffed. Customers may contact staff via phone or email. Matters of an urgent nature are being handled in person by appointment.

4. UCONN Response to COVID-19

Mr. Carrington reported that students will be emptied out of the dorms, commencement has been cancelled, spring athletics have been cancelled, and UConn Health has postponed all elective surgeries. Mr. Schurin reported that classes are being held online.

ADJOURNMENT

Mayor Moran reminded everyone that in the interest of public health, the public will not be permitted in person at the next council meeting and urged all Councilors to stay at home and call in to the next meeting.

Mr. Schurin **moved** and Mr. Ausburger seconded to adjourn the meeting at 4:39 p.m. The motion **passed** unanimously.

Antonia Moran, Mayor

Sara-Ann Chaine, Town Clerk

TOWN OF MANSFIELD
NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Town of Mansfield will conduct a public hearing by the Town Council on Monday, March 23, 2020 at 7:00 pm in the Council Chambers of the Audrey P. Beck Municipal Building, 4 S. Eagleville Rd., to discuss the Fiscal Year 2020 Community Development Block Grant program and to solicit citizen input.

Maximum award limits:

- Up to \$1,500,000 for Public Housing Modernization (including pre-development and construction);
- Up to \$800,000 for Housing Rehabilitation Program;
- Up to \$1,000,000 for Infrastructure (e.g., streets and sidewalks);
- Up to \$350,000 for Public Services (Youth Homelessness and Shelter Diversion programs in participation with CAN); and
- Up to \$1,000,000 for Public Facilities (e.g., construction, reconstruction, rehabilitation or installation of public facilities and improvements and fire protection equipment).

Major activity categories are: Acquisition, Housing Rehabilitation, Public Housing Modernization, Community Facilities, Public Services, and Economic Development. Projects funded with CDBG allocations must carry out at least one of three National Objectives: benefit to low-and moderate-income persons, elimination of slum and blight, or meeting urgent community development needs.

The purpose of the public hearing is to obtain citizen's views on the Town's community development and housing needs and review and discuss specific project activities in the areas of housing, economic development or public facilities, which could be part of the Town's Application for funding for the year 2020.

The public hearing will be to give citizens an opportunity to make their comments known on the program and for approval of the Program Income Reuse Plan. If you are unable to attend the public hearing, you may direct written comments to the Town of Mansfield, Planning and Development Dept., 4. S. Eagleville Rd., Mansfield, CT 06268 or you may telephone 860-429-3330. In addition, information may be obtained at the above address between the hours of 8:15am - 4:30pm Mon. – Wed., 8:15am – 6:30 Thurs. and 8:00am – 12:00pm Fri.

The Planning and Development Department on behalf of the Town of Mansfield anticipates applying for either the maximum grant amount of \$800,000 under the Housing Rehabilitation Eligible Activity or up to \$700,000 under the Public Facilities Eligible Activity. In addition, the Town will maintain a revolving loan fund with program income (principal and interest) generated from the grant for a housing rehabilitation loan program.

The Town Mansfield promotes fair housing and makes all programs available to low-and moderate-income households regardless of race, creed, color, national origin, ancestry, sex, gender identity or expression, marital status, age, lawful source of income, familial status, learning

disability or physical/mental disability, or sexual orientation.

All are encouraged to attend. The hearing is accessible to all persons with disabilities. Any disabled persons requiring special assistance or non-English speaking persons should contact Holly Schaefer, ADA Coordinator, at 860-429-3336 at least five days prior to the hearing.

Equal Opportunity/Affirmative Action



**Town of Mansfield
Agenda Item Summary**

A handwritten signature in blue ink, appearing to read "mcs", is written over the right side of the header and the beginning of the contact information.

To: Town Council
From: John C. Carrington, Interim Town Manager
CC: Curt Vincente, Director of Parks and Recreation, Jay O'Keefe, Assistant Director of Parks and Recreation
Date: March 23, 2020
Re: Ad Hoc Committee on the Naming of Southeast Park Field "A"

Subject Matter/Background

At your March 9, 2020 meeting, the Council appointed Councilors Bruder, Fratoni, and Schurin to serve on the Ad Hoc Committee on Naming of Ballfields. This committee held a special meeting on March 18, 2020 to review 1) the charge of the Town Council and 2) the request to name Southeast Park Ballfield "A" the "Andrew J. Baylock Field". Originally, on February 5, 2020, the office of Parks and Recreation received a request letter from the Mansfield Little League to name Southeast Park Field "A" the "Andrew J. Baylock Field". The Parks and Recreation Department is in full support of this request for all the reasons identified in the letter. The request was forwarded to the Recreation Advisory Committee for their consideration and at their February 27, 2020 meeting, they unanimously supported the request. As a past practice, the Town Council has created an Ad Hoc Committee to name streets, buildings and the town square. If the Town Council agrees with the committee, a formal ceremony will be held by the Little League on a date to be announced later this spring. Currently the Little League Organization has ordered that all local Little Leagues to hold off on the start of their season until further notice due to the Covid-19 pandemic.

Financial Impact

None, if approved, the Mansfield Little League plans to pay for the cost of a formal sign to recognize the field name.

Legal Review

Not required

Recommendation

After discussion at their March 18, 2020 meeting, the Ad Hoc Committee on Naming of Ballfields unanimously recommends that the Town name Southeast Park Field "A" the "Andrew J. Baylock Field". If the Council as a whole concurs, the following motion would be in order:

Move, effective March 23, 2020 to name the Southeast Park Ballfield "A" as the "Andrew J. Baylock Field".

Attachments

- 1) Memo from Parks and Recreation Department dated Feb. 27, 2020
- 2) Letter of request from Mansfield Little League dated Feb, 5, 2020



Town of Mansfield
Parks and Recreation
Department



Curt Vincente, Director of Parks and Recreation

10 South Eagleville Road
Storrs/Mansfield, Connecticut 06268
Tel: (860) 429-3015 x 6109 Fax: (860) 429-9773
Email: vincenteca@mansfieldct.org
Website: www.MansfieldCC.com

TO: Town Council Ad-Hoc Committee on Ballfields
FROM: Curt Vincente, Director of Parks and Recreation
DATE: February 27, 2020
SUBJECT: Field Naming Request

On February 5, 2020, the office of Parks and Recreation received a request letter (attached) from the Mansfield Little League to name Southeast Park Field "A" the "Andrew J. Baylock Field". This office is in full support of this request for all the reasons identified in the letter. The request was forwarded to the Recreation Advisory Committee for their consideration and at their February 27, 2020 meeting, they unanimously supported the request and, therefore, respectfully recommend that the Town Council convene an Ad-Hoc Committee on Naming Ballfields for the purpose of naming Southeast Park Field "A" as the "Andrew J. Baylock Field". If the Town Council forms the committee, and if the committee concurs with the request and recommendation, a formal ceremony will be held on the Little League opening day on Saturday, May 2, 2020 at noon.

cc: John Carrington, Interim Town Manager
Jay O'Keefe, Assistant Director of Parks and Recreation

February 5, 2020

Curt Vincente
Director – Mansfield Parks and Recreation
Mansfield Community Center
10 South Eagleville Road
Storrs – Mansfield, CT 06268

Mr. Vincente,

Please accept this letter as an official request from the Mansfield-Ashford Little League (M-ALL) for permission to name the Little League Field at Southeast Park currently designated as SE-A to Andrew J Baylock Field. This would be for signage added to this single field and no other area.

M-ALL has been the recipient of Coach Baylock's past generosity on many occasions. He has donated time, equipment and money to the program which continues to promote baseball and softball to the boys and girls of Mansfield and Ashford. We wish to honor this longtime Mansfield resident as part of his history with the great game of Baseball. Coach Baylock has been with the University of Connecticut for more than 50 years and has passed the Little League Fields every day on his way to work. He often stops by and watches games during the Spring and Summer. Coach Baylock has been elected to eight various Halls of Fame and his number 28 has been retired by UConn Athletics.

M-ALL would like permission to do this prior to our Opening Day Ceremony on May 2, 2020. We will require some time to order and install the signage as well as invite Coach Baylock to the ceremony. We believe that this is a unique opportunity for the League, Baseball and the Town of Mansfield to honor a man for his longtime service to his community, his profession and the games of baseball and softball.

I look forward to discussing this with you further and am available to answer any questions or concerns you have. Thank you for your time and consideration.

Sincerely,



Michael Pietras
President
Mansfield-Ashford Little League

CC: Jay O'Keefe



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: Antonia Moran, Mayor 
CC: John C. Carrington, Interim Town Manager
Date: March 23, 2020
Re: Appointment of Interim Town Manager

Subject Matter/Background

On July 17, 2019, the Town Council appointed John C. Carrington to serve as Interim Town Manager, for the 90-day period from July 17, 2019 through October 15, 2019. On September 23, 2019, the Town Council appointed John C. Carrington to serve as Interim Town Manager, for the 90-day period from October 15, 2019 through January 13, 2020. On December 9, 2019, the Town Council appointed John C. Carrington to serve as Interim Town Manager, for the 90-day period from January 13, 2020 through April 11, 2020. In view of the schedule for the Town Manager recruitment process, the Council needs to extend Mr. Carrington's appointment as Interim Town Manager for an additional 90 days beginning on April 11, 2020 through July 10, 2020.

I am recommending that the Town Council appoint John C. Carrington as Interim Town Manager up to a maximum of 90 days through July 10, 2020, with the caveat that if the selection and appointment of a permanent Town Manager occurs prior to July 10, 2020, this interim appointment will terminate on the date upon which the permanent Town Manager officially begins work in Mansfield. During Mr. Carrington's interim appointment as Town Manager, Derek Dilaj, Assistant Town Engineer will be Acting Public Works Director/Town Engineer.

Financial Impact

I recommend that Mr. Carrington would continue to receive a 10% increase to his current compensation while he serves as Interim Town Manager.

Legal Review

Town Attorney Kevin Deneen has reviewed and approved the form of the proposed resolution below.

Recommendation

I am recommending that John C. Carrington be appointed as Interim Town Manager for a fourth time, for a period to cover April 11, 2020 through July 10, 2020, which would only terminate sooner in the event that the Council appoints a permanent Town Manager and that person officially begins work in Mansfield prior to July 10, 2020.

If the Council is in agreement with this recommendation, then the following resolution is in order:

Resolved, pursuant to Chapter C501(B)(2) of the Mansfield Town Charter, to appoint John C. Carrington to continue to serve as Interim Town Manager for the Town of Mansfield for an additional 90 days, commencing on April 11, 2020. During-the period in which he serves as Interim Town Manager, Mr. Carrington's salary shall be increased by 10% and his other employment-related benefits as a regular nonunion employee shall remain in place. At the conclusion of his service as interim Town Manager, Mr. Carrington shall return to his position as Director of Public Works and Town Engineer with the salary and employment-related benefits assigned to that position

Attachments

- 1) Legal opinion from Town Attorney
- 2) Relevant sections of Mansfield Town Charter

O'MALLEY, DENEEN, LEARY, MESSINA & OSWECKI

ATTORNEYS AT LAW

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WINDSOR, CONNECTICUT 06095

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(1940-2000)

WILLIAM C. LEARY
Of Counsel
VINCENT W. OSWECKI, JR.
MICHAEL P. DENEEN
KEVIN M. DENEEN
RICHARD A. VASSALLO
JAMES P. WELSH

May 15, 2017

Paul M. Shapiro, Esq., Mayor
Town of Mansfield
4 South Eagleville Road
Mansfield, Connecticut 06268-2599

Re: Appointment of Interim Town Manager

Dear Mayor Shapiro:

As you and the Council are aware, Town Manager Matthew Hart has submitted his resignation as Town Manager, effective July 3, 2017. The Town Council may appoint an Interim Town Manager pursuant to Chapter C501 (B)(2) of the Town of Mansfield Charter. This chapter provides:

Upon the suspension, removal or resignation of the Town Manager, the Council may appoint a temporary Manager, who shall be a qualified administrative officer of the Town, to serve at the pleasure of the Council for not more than 90 days. The temporary Manager shall have none of the powers of permanent appointment as are conferred upon the Manager in § C503 of this article.

The above provision limits the term of appointment of an Interim Town Manager to "not more than 90 days." This provision does not limit the Town Council's ability to re-appoint the same individual as the Interim Town Manager for an additional term (not to exceed 90 days).

This provision limits the term of appointment, not the ability to re-appoint the same individual. In construing the provisions of a charter, normal rules of statutory construction are employed.

The charter is the fountainhead of municipal powers. It originates and defines the powers of government and the methods of governance . . . State ex rel. Raslavsky v. Bonvouloir, 167 Conn. 357, 362, 355 A.2d 275 (1974). In the construction of charters, ordinarily the rules of statutory construction are applied. 2 McQuillin, Municipal Corporations (3d Ed. Rev.) 9.22, p. 685. In arriving at the intention of the framers of the charter the whole and every part of the instrument or enactment must be taken and compared together. In other words, effect should be given, if possible, to every section, paragraph, sentence, clause and word in the instrument and related laws. 'The real

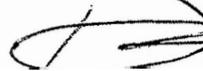
intention when once accurately and indubitably ascertained, will prevail over the literal sense of the terms. When the words used are explicit, they are to govern, of course. If not, then recourse is had to the context, the occasion and necessity of the provision, the mischief felt, and the remedy in view.' The language employed must be given its plain and obvious meaning, and, if the language is not ambiguous a court cannot arbitrarily add to or subtract from the words employed. 2 McQuillin, loc. cit.; see Sillman v. Sillman, 168 Conn. 144, 148-49, 358 A.2d 150 (1975); International Business Machines Corporation v. Brown, 167 Conn. 123, 133-34, 355 A.2d 236 (1974). A charter of a city must be construed, if possible, so as reasonably to promote its ultimate purpose. Connelly v. Bridgeport, 104 Conn. 238, 256, 132 A. 690 (1926). A charter must receive a reasonable construction and must be examined in its entirety. Its parts must be reconciled and made operative so far as possible. Garbaty v. Norwalk Jewish Center, Inc., 148 Conn. 376, 382, 171 A.2d 197 (1961); Cislo v. Shelton, 35 Conn.Sup. 645, 656, 405 A.2d 84 (1978).

With regard to the provisions of the Mansfield Charter, Chapter C501 specifically limit the length of the term of appointment of an interim town manager. It does not limit the re-appointment of an additional term of the same individual.

Other charters specifically limit the number of terms that an interim officer may be appointed. See for example, Town of Enfield Charter Chapter IV, Section 2 "In the event of a termination of the town manager by resignation, death or removal, the council may appoint an acting manager to serve at the pleasure of the council for a period of ninety (90) days. If the position is not filled at the expiration of this ninety (90) day period, the acting manager's term may be renewed for one additional period not to exceed ninety (90) days." Coventry's Charter places no limit on the time period that an individual may be appointed as Interim Town Manager. (See Charter Section 6-1).

Please feel free to contact me with any further questions.

Very truly yours,



Kevin M. Deneen

KMD/lc

cc: Mansfield Town Council
Matthew Hart, Town Manager

*Town of Mansfield, CT
Monday, May 15, 2017*

Chapter C. Charter

Article V. The Town Manager and Administrative Departments

§ C501. Appointment and removal of Town Manager.

- A. Appointment. The Town Council shall appoint for an indefinite term a Town Manager who shall be the chief executive officer of the Town to serve at the pleasure of the Council and who shall be chosen exclusively on the basis of executive and administrative qualifications, character, education, training and experience. At the time of appointment, said Manager need not be a resident of the Town or of the state of Connecticut, but the Town Manager shall reside in the Town during tenure of office. The Town Manager shall devote full working time to the duties of the office. The compensation of the Town Manager shall be fixed by the Council and shall not be decreased except at the beginning of a fiscal year of the Town by a vote of the Council taken at least one month prior to that date.
- B. Removal.
 - (1) The Town Manager may be removed by a majority vote of the entire membership of the Council as herein provided. At least 30 days before the proposed removal of the Manager, the Council shall adopt a resolution stating its intention to remove the Town Manager and the reasons therefor. A copy of the resolution shall be served on the Manager who may, within 10 days, demand a public hearing. In this event the Manager shall not be removed until such public hearing has been held. Upon the passage of such a resolution the Council may suspend said Town Manager from duty, provided that the salary of said Manager shall continue until removal from office. Any action of the Council in removing the Town Manager shall be final.
 - (2) Upon the suspension, removal or resignation of the Town Manager, the Council may appoint a temporary Manager, who shall be a qualified administrative officer of the Town, to serve at the pleasure of the Council for not more than 90 days. The temporary Manager shall have none of the powers of permanent appointment as are conferred upon the Manager in § C503 of this article.

§ C502. Duties of the Town Manager.

- A. The Town Manager shall be responsible to the Council for the supervision, direction and administration of all departments, agencies and offices.
- B. The Town Manager shall:
 - (1) Ensure that all laws and ordinances governing the Town are faithfully executed.
 - (2) Make periodic reports to the Council.

- (3) Attend Council meetings with full right of participation in its discussions but without a right to vote.
- (4) Submit to the Town Council and make available to the public complete reports on the finances and on the administrative activities of the Town as of the end of each fiscal year.
- (5) Make recommendations to the Town Council concerning the affairs of the Town and facilitate the work of the Town Council in developing policy.
- (6) Keep the Council fully advised as to the financial condition and anticipated future financial needs of the Town.
- (7) Prepare and submit to the Council an annual budget.
- (8) At the time of an emergency or disaster, expend the necessary funds to assure the smooth operation of Town business and the health, safety and well-being of the Town and its residents, consistent with this Charter; see § C409.
- (9) Assist the Council to develop long-term goals for the Town and strategies to implement such goals.
- (10) Encourage and provide staff support for regional and intergovernmental cooperation.
- (11) Promote partnerships among Council, staff and citizens in developing public policy and building a sense of community.
- (12) Exercise such powers and perform such other duties as may be required by ordinance or resolution of the Council not inconsistent with this Charter.



**Town of Mansfield
Agenda Item Summary**

To: Town Council
From: John C. Carrington, Interim Town Manager
CC: Derek M. Dilaj, Acting Director of Public Works, Virginia Walton, Recycling Coordinator
Date: March 23, 2020
Re: MRRA, Trash and Recycling Rates for Eight and Six Cubic Yard Compacting Dumpsters

Subject Matter/Background

The Town of Mansfield contracts with Willimantic Waste Paper to provide multi-family service. This service includes the apartments in downtown Storrs. Along Dog Lane, the Oaks on the Square Apartments has three pairs of eight cubic yard dumpsters in three locations – one dumpster for trash and one for recycling – that are emptied six times per week. They are interested in switching to compacting dumpsters, which would reduce the frequency of pick ups. After working with the Town's contracted waste hauler, Willimantic Waste Paper Company, the Oaks on the Square Apartments is requesting six and eight cubic yard compacting dumpsters for both trash and recycling that will be emptied twice a week. Since this is a new type of service, the town has not established rates. We are requesting trash and recycling rates for six and eight cubic yard compacting dumpsters emptied up to four times per week. Staff developed proposed rates for this new type of service which the Solid Waste Advisory Committee endorsed at its February 18, 2020 meeting.

Financial Impact

The proposed rates should not have a negative financial impact on the solid waste budget since they incorporate the hauler's cost and tipping fees. The proposed rates are based on the same methodology used to create the other dumpster rates. What is different from the past is that the town is now paying a tipping fee for recyclables. The proposed rates for the recycle compacting dumpster service do not cover the new tipping fee, however, because recycling and trash service are bundled together, the trash dumpster rates do cover the new cost of recycling as illustrated in Attachment 2 page 2, Rate Setting Spreadsheet. Incentivizing recycling by absorbing its cost in the trash rates is part of the methodology that has been used to create single-family and multi-family rates since the pay-as-you-throw trash service began in 1990.

It is the intention of staff to review all the multi-family and single-family rates at the end of the year to evaluate the impact of the \$30 recycling tip fee.

Legal Review

The Town Attorney has reviewed the proposed trash and recycling rates as to form and consistency with the current framework of the solid waste regulations.

Recommendation

Staff recommends that the Town Council in its role as the Mansfield Resource Recovery Authority (MRRRA) approve the rates for these new services:

- 1) Six cubic yard compacting **trash** dumpster collected one time per week
- 2) Six cubic yard compacting **trash** dumpster collected two times per week
- 3) Six cubic yard compacting **trash** dumpster collected three times per week
- 4) Six cubic yard compacting **trash** dumpster collected four times per week
- 5) Eight cubic yard compacting **trash** dumpster collected one time per week
- 6) Eight cubic yard compacting **trash** dumpster collected two times per week
- 7) Eight cubic yard compacting **trash** dumpster collected three times per week
- 8) Eight cubic yard compacting **trash** dumpster collected four times per week
- 9) Six cubic yard compacting **recycle** dumpster collected one time per week
- 10) Six cubic yard compacting **recycle** dumpster collected two times per week
- 11) Six cubic yard compacting **recycle** dumpster collected three times per week
- 12) Six cubic yard compacting **recycle** dumpster collected four times per week
- 13) Eight cubic yard compacting **recycle** dumpster collected one time per week
- 14) Eight cubic yard compacting **recycle** dumpster collected two times per week
- 15) Eight cubic yard compacting **recycle** dumpster collected three times per week
- 16) Eight cubic yard compacting **recycle** dumpster collected four times per week

If the MRRRA concurs with this recommendation, the following resolution is in order:

Resolved, effective March 23, 2020 to amend Section A196-12(G) of the Mansfield Solid Waste Regulations, to add the attached fees for trash and recycling services.

Attachment

- 1) Proposed Multi-family Trash Rates 3-20
- 2) Rate Setting Spreadsheet 3-20

Proposed Multi-family Trash Rates 3-23-20

Level of Service	Description	Fees
6-cubic-yard compacting refuse container (once a week)	Providing and emptying a 6-cubic-yard compacting refuse container once per week.	\$1250.00 per month
6-cubic-yard compacting refuse container (twice a week)	Providing and emptying a 6-cubic-yard compacting refuse container twice per week.	\$1860.00 per month
6-cubic-yard compacting refuse container (three times a week)	Providing and emptying a 6-cubic-yard compacting refuse container three times per week.	\$2540.00 per month
6-cubic-yard compacting refuse container (four times a week)	Providing and emptying a 6-cubic-yard compacting refuse container four times per week.	\$3230.00 per month
8-cubic-yard compacting refuse container (once a week)	Providing and emptying an 8-cubic-yard compacting refuse container once per week.	\$1420.00 per month
8-cubic-yard compacting refuse container (twice a week)	Providing and emptying an 8-cubic-yard compacting refuse container twice per week.	\$2200.00 per month
8-cubic-yard compacting refuse container (three times a week)	Providing and emptying an 8-cubic-yard compacting refuse container three times per week.	\$3130.00 per month
8-cubic-yard compacting refuse container (four times a week)	Providing and emptying an 8-cubic-yard compacting refuse container four times per week.	\$4010.00 per month
6-cubic-yard compacting recycle container (once a week)	Providing and emptying a 6-cubic-yard compacting recycle container once per week. Pickup of single-stream recycling includes newspaper, magazines, corrugated cardboard, household cardboard, glass and metal food and beverage containers, plastic containers.	\$640.00 per month
6-cubic-yard compacting recycle container (twice a week)	Providing and emptying a 6-cubic-yard compacting recycle container twice per week. Pickup of single-stream recycling includes newspaper, magazines, corrugated cardboard, household cardboard, glass and metal food and beverage containers, plastic containers.	\$790.00 per month

Level of Service	Description	Fees
6-cubic-yard compacting recycle container (three times a week)	Providing and emptying a 6-cubic-yard compacting recycle container three times per week. Pickup of single-stream recycling includes newspaper, magazines, corrugated cardboard, household cardboard, glass and metal food and beverage containers, plastic containers.	\$1015.00 per month
6-cubic-yard compacting recycle container (four times a week)	Providing and emptying a 6-cubic-yard compacting recycle container four times per week. Pickup of single-stream recycling includes newspaper, magazines, corrugated cardboard, household cardboard, glass and metal food and beverage containers, plastic containers.	\$1230.00 per month
8-cubic-yard compacting recycle container (once a week)	Providing and emptying an 8-cubic-yard compacting recycle container once per week. Pickup of single-stream recycling includes newspaper, magazines, corrugated cardboard, household cardboard, glass and metal food and beverage containers, plastic containers.	\$670.00 per month
8-cubic-yard compacting recycle container (twice a week)	Providing and emptying an 8-cubic-yard compacting recycle container twice per week. Pickup of single-stream recycling includes newspaper, magazines, corrugated cardboard, household cardboard, glass and metal food and beverage containers, plastic containers.	\$875.00 per month
8-cubic-yard compacting recycle container (three times a week)	Providing and emptying an 8-cubic-yard compacting recycle container three times per week. Pickup of single-stream recycling includes newspaper, magazines, corrugated cardboard, household cardboard, glass and metal food and beverage containers, plastic containers.	\$1160.00 per month
8-cubic-yard compacting recycle container (four times a week)	Providing and emptying an 8-cubic-yard compacting recycle container four times per week. Pickup of single-stream recycling includes newspaper, magazines, corrugated cardboard, household cardboard, glass and metal food and beverage containers, plastic containers.	\$1420.00 per month

Rate Setting for 6 and 8 CY "VIP" Compacting Dumpsters 3-23-20

Proposed New Trash and Recycling Rates

TRASH SERVICE	WWP Collection cost per month	Estimated Tonnage 300 lbs/cy x 4.33 wks/2000 lbs	Tip Fee \$70/ per ton	Payment to Hauler	Subtotal collection & tip fees (Column B+D)	Percent Increase to arrive at new rate	Proposed Trash Dumpster Rates	
VIP 6 cy 1x/wk trash	622.60	3.90	272.79	662.60	895.39	40%	<u>1250</u>	
VIP 6 cy 2x/wk trash	784.42	7.79	545.58	784.42	1330.00	40%	<u>1860</u>	
VIP 6 cy 3x/wk trash	1002.45	11.69	818.37	1275.24*	1820.82	40%	<u>2540</u>	*Includes one day of trash tip fee. Estimated at \$272.79 (1)
VIP 6cy 4x/wk trash	1222.40	15.59	1091.16	1767.98*	2313.56	40%	<u>3230</u>	*Includes two days of trash tip fee. Estimated at \$545.58 (1)
VIP 8 cy 1x/wk trash	657.06	5.20	363.72	657.06	1020.78	40%	<u>1420</u>	
VIP 8 cy 2x/wk trash	849.98	10.39	727.44	849.98	1577.42	40%	<u>2200</u>	
VIP 8 cy 3x/wk trash	1146.60	15.59	1091.16	1510.32*	2237.76	40%	<u>3130</u>	*Includes one day of trash tip fee. Estimated at \$363.72 (1)
VIP 8 cy 4x/wk trash	1413.20	20.78	1454.88	2140.64*	2868.08	40%	<u>4010</u>	*Includes two days of trash tip fee. Estimated at \$727.44 (1)
(1) Multi-family trash collected on Mondays & Thursdays. Town pays the trash tipping fee separately for these days. All other days are combined with commercial routes, so estimated tip fee is included in payment to hauler.								
RECYCLE SERVICE	WWP Collection cost per month	Estimated Tonnage 300 lbs/cy x 4.33 wks/2000 lbs	Tip Fee \$30/ton	Payment to Hauler	Subtotal collection & tip fees (Column B+D)	Proposed Recycle Dumpster Rates	Difference between cost and rate (Column G minus F)	
VIP 6 cy 1x/wk recycle	622.60	3.90	116.91	622.60	739.51	<u>640.00</u>	-99.51	
VIP 6 cy 2x/wk recycle	784.42	7.79	233.82	1018.24*	1018.24	<u>790.00</u>	-228.24	*Includes two day recycle tip fee. Estimated at \$233.82 (2)
VIP 6 cy 3x/wk recycle	1002.45	11.69	350.73	1236.27*	1353.18	<u>1015.00</u>	-338.18	*Includes two day recycle tip fee. Estimated at \$233.82 (2)
VIP 6cy 4x/wk recycle	1222.40	15.59	467.64	1573.13*	1690.04	<u>1230.00</u>	-460.04	*Includes three day recycle tip fee. Estimated at \$350.73 (2)
VIP 8 cy 1x/wk recycle	657.06	5.20	155.88	657.06	812.94	<u>670.00</u>	-142.94	
VIP 8 cy 2x/wk recycle	849.98	10.39	311.76	1161.74*	1161.74	<u>875.00</u>	-286.74	*Includes two day recycle tip fee. Estimated at \$311.76 (2)
VIP 8 cy 3x/wk recycle	1146.60	15.59	467.64	1458.36*	1614.24	<u>1160.00</u>	-454.24	*Includes two day recycle tip fee. Estimated at \$311.76 (2)
VIP 8 cy 4x/wk recycle	1413.20	20.78	623.52	1880.84*	2036.72	<u>1420.00</u>	-616.72	*Includes three day recycle tip fee. Estimated at \$467.64 (2)
(2) Multi-family recycle dumpsters collected on Wednesdays. Town pays the recycle tipping fee separately for this day. All other days are combined with commercial routes, so tip fee is included in payment to hauler.								

Examples of Service at Multi-family Residences	Collection cost per month	Estimated Tonnage 100 lbs/cy x 4.33 wks/2000 lbs	Tip Fee - trash \$70/ per ton; recycle \$30/ton	Subtotal collection & tip fees (Column B+D)	Dumpster Rates	Difference Between Costs & Rate	% above costs	
Trash 8 cy dumpster 6x/wk	610.90	10.392	727.44	1338.34	1780			
Recycle 8 cy dumpster 6x/wk	610.90	10.392	311.76	922.66	610.90			
			Total	2261.00	2390.90	129.90	6%	
Trash 8cy dumpster 1x/wk	103.53	1.732	121.24	224.77	329.5			
Recycle 4 cy dumpster 1x/wk	63.29	0.866	25.98	89.27	62.00			
			Total	314.04	391.50	77.46	25%	
Trash 4 cy dumpster 1x/wk	63.29	0.866	60.62	123.91	181.50			
Recycle 2 cy dumpster 1x/wk	27.44	0.433	12.99	40.43	31.00			
			Total	164.34	212.50	48.16	29%	
Trash 8 cy dumpster 2x/wk	199.99	3.46	242.48	442.47	616.00			
Recycle 6 cy dumpster 1x/wk	86.29	1.299	38.97	125.26	83.00			
			Total	567.73	699.00	131.27	23%	
VIP 6 cy 2x/wk trash	784.42	7.79	545.58	1330.00	1860			
VIP 6 cy 2x/wk recycle	784.42	7.79	233.82	1018.24	790.00			
			Total	2348.24	2650.00	301.76	13%	
VIP 8 cy 2x/wk trash	849.98	10.39	727.44	1577.42	2200.00			
VIP 8 cy 2x/wk recycle	849.98	10.39	311.76	1161.74	875.00			
			Total	2739.16	3075.00	335.84	12%	
VIP 8 cy 4x/wk trash	1413.20	20.78	1454.6	2867.80	4010.00			
VIP 8 cy 4x/wk recycle	1413.20	20.78	623.40	2036.60	1420.00			
			Total	4904.40	5430.00	525.60	11%	

March 9, 2017

To: Town council
From: Betty Wassmundt

RE: Shared Services

Now that the Finance Director has submitted her resignation, it is the time for this Council, and the Finance Committee, to review "shared Services".

The Finance Director's current position as financial adviser to the Town, Reg. 19 and Board of Ed presents an inherent possibility for conflict of interest and allows for fraud upon the taxpayers as there is no check on what that person does.

I urge you to consider this and to do so directly. It is my opinion that this town can do the technical work such as payroll and accounting for the three entities but that the financial advisers should be separate.

I spoke with Mayor Moran about this and right off she said it would cost more money. Perhaps that is so but it may not cost even as much. You should study this and make an informed decision.

Mayor Moran also said that each entity would need a full time financial adviser. Well, maybe not; perhaps just part-time would be needed. Consider this, the current Finance Director is responsible for this town's finance department, the assessor's office and tax collector's office, along with being the Purchasing Agent, along with being financial adviser to B o E and Reg. 19. This is good for the Director who gets paid a big salary for it but it may not be good for the taxpayers. But if one person can handle all of that responsibility, surely B o E and Reg. 19 do not each need a full time financial adviser. Perhaps a firm such as Blum Shapiro or Cohn Resnick could be hired as a financial adviser needed just part-time.

Now, you are the keepers of the people's money. You should be responsible to guarantee that this town operates with good business practice, especially with respect to finance/money. Just consider the Baruzzi fraud, all his documentation was processed through this one person; perhaps if the B o E had its own financial adviser, this would not have happened. I hope you have carefully reviewed the lease with Region 19 for the Depot Campus; that's another issue where this town and Region 19 have disparate financial interests.

Please get to work on this. Thank you.

From: [Sara-Ann Chaine](mailto:Sara-Ann.Chaine)
To: [Tasha N. Smith](mailto:Tasha.N.Smith)
Subject: For Council Packet
Date: Thursday, March 12, 2020 9:43:48 AM

From: tulay luciano [mailto:tulayluciano@yahoo.com]
Sent: Wednesday, March 11, 2020 9:25 PM
To: Town Council <Council@mansfieldct.org>; Town Mngr <TownMngr@MANSFIELDCT.ORG>; Patricia R. Schneider <SchneiderPR@mansfieldct.org>; Town Clerk <TownClerk@MANSFIELDCT.ORG>
Subject: Senior transportation and housing

Dear Interim Town Manager Carrington and Town Council Members:

I urge you to consider seriously Commission ol Aging's suggestion of hiring a full time driver to transport the seniors. The letter printed in Town Council meeting package of Feb. 10, 2020 portrays excellently how the town fails to serve its senior residents' basic right to be transported. Please keep in mind that this silent portion of the residents still pays taxes.

While watching town council meeting of Feb. 24, 2020, I got the impression that council members were not fully aware of the urgency of this transportation issue.

Therefore I respectfully invite the council members and the related staff dealing with senior transportation for a week of despair, feeling of being trapped in their own houses and loneliness by having absolutely no means of transportation. How would it feel if this is for the rest of your entire life?

I am hoping that through this experiment, there would be a new understanding and empathy for what town's elderly facing daily,

Volunteer drivers should not be a priority, perhaps the last resort. Our wonderful volunteer drivers have been trying to do their best. They even offer their cars. We all owe them great gratuity. But they are volunteers. They have their preferences and available time frames. They are not always reliable. As a result, some seniors could go to out of town while others cannot find a ride to a medical appointment within the town.

Dial-A-Ride is more reliable and it is more flexible. Seniors can learn whether they will have a ride at least one week prior, enough time to find an alternate driver or reschedule an appointment. Their drivers are trained, compassionate and respectful. It should be second option if full time driver cannot meet the demand on occasions.

It is a shame that Willimantic is able to drive their seniors even to their hair dresser appointments, while our officials still do not know or reluctant to comprehend the urgency of its own seniors' need to move around.

It is a shame that our officials are trying to solve UConn responsibility to find dwelling for UConn's students and new workers while neglecting seniors' plea of having enough affordable elderly housing. UConn can build another dorm and adjust their policy to accommodate the students' needs. UConn is able to raze the Mansfield Apartments and build new housing for its newcomers.

Thank you in advance for your attention on these ongoing serious matters.

Respectfully,

Tulay Luciano

808 Warrenville Road

Mansfield Ctr, Conn 06250

cc. Human Services Director Schneider

Commission of Aging (Mansfield)

From: [CAROLYN RYAN](#) on behalf of [JOSEPH DELONG](#)
Subject: COST, CTCOG, CCM Guidance Document #1
Date: Wednesday, March 18, 2020 12:50:23 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[Guidance Document 1.pdf](#)

CEOs,

In partnership with COST and CTCOG, attached is Guidance Document #1 pertaining to the Governor's Executive Orders dealing with in person open meeting requirements and town budget adoption.

Please note that further Executive Orders dealing with a variety of other municipal issues are currently being drafted and are expected to be released over the next couple of days. In addition to CCM, COST and CTCOG, our municipal attorney partners Kari Olson with Murtha Cullina, Richard Roberts with Halloran & Sage and Steve Mednick have all been very active in identifying a broad array of issues facing municipalities that will be addressed in forthcoming Executive Orders.

Our organizations will continue to partner on the release of future Guidance Documents as appropriate.

Sincerely,

Joe DeLong

Executive Director & CEO

Connecticut Conference of Municipalities

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GUIDANCE DOCUMENT # 1 March 18, 2020

Suspension of “In Person Open Meeting Requirements”.

Governor Lamont issued the first of two orders that addressed issues of import to municipalities. He is also working on a third order pertaining to planning and land use issues. In Item 1 of Executive Order #7B¹, the Governor suspended “In-Person Open Meeting Requirements²”. What does that mean?

As a general rule, the order suspends all statutes, charter provisions, ordinances and regulations mandating open meetings in order “...to permit any public agency to meet and take such actions authorized by the law without permitting or requiring in-person, public access to such meetings, and to hold such meetings or proceedings remotely by conference call, videoconference or other technology.”

Municipal officials, agencies, boards and commissions need to acknowledge that the order does not grant a license to engage in secrecy practices or to operate government business in the shadows. The order clearly requires municipalities to embrace the following:

- the public has the ability to view or listen to each meeting or proceeding in real time, by telephone, video, or other technology;
- any such meeting or proceeding is recorded or transcribed, and such recording or transcript shall be posted on the agency's website within seven (7) days of the meeting or proceeding, and made available within a reasonable time in the agency's office;
- the required notice and agenda for each meeting or proceeding is posted on the agency's website and shall include information about how the meeting will be conducted and how the public can access it;
- any materials relevant to matters on the agenda, including but not limited to materials related to specific applications, if applicable, shall be submitted to the agency a minimum of twenty four (24) hours prior and posted to the agency's website for public inspection prior to, during, and after the meeting, and any exhibits to be submitted by members of the public shall, to the extent

¹ The other subjects covered are: Item 2 - Waiver of Manufacturer Registration Requirement for Hand Sanitizer; Item 3 - Suspension of Garbing Requirements for Non-Hazardous Compounding of Sterile Pharmaceuticals; Item 4 - Refunds of Certain Liquor License Application Fees Permissible; Item 5 - Waiver of Face-to-Face Interview Requirements for Temporary Family Assistance; Item 6 - Flexibility to Provide for Adequate Healthcare Resources and Facilities.

² See, C.G.S. §§1-206, 1-225, and 1- 226.

- feasible, also be submitted to the agency a minimum of twenty-four (24) hours prior to the meeting and posted to the agency's website for public inspection prior to, during, and after the meeting; and
- all speakers taking part in any such meeting or proceeding shall clearly state their name and title, if applicable, before speaking on each occasion that they speak.

Those of you familiar with an early 1980s ruling of the Freedom of Information Commission will recognize many of these standards. Under the terms of Order #7C the Council may conduct virtual meetings including both participating officials and the public in a transparent and accessible manner, utilizing readily available meeting technologies.

**Extension of Municipal Budget Adoption Deadlines:
General and Capital Fund Budgets³.**

In Item 5 of Executive Order #7C⁴, the Governor extended “all municipal budget deadlines for the preparation of the municipal budget” for the FY 2020-2021, which ends on June 30, 2021 “that fall on any date prior to and including May 15, 2020...by thirty (30) days⁵.” In essence, this order gives most municipalities an extra month or so to approve a budget; presumably under the virtual regime ordered in Executive Order #7B.

Furthermore, the following language gives chief executive officers the ability to hold off on submission until the legislative body approves a schedule: “All submission dates may be postponed until such time as the legislative body approves said modified schedule and deadline, consistent with the thirty (30) day extension.”

Under this order the “...legislative body of the municipality, or in a municipality where the legislative body is a town meeting, the board of selectmen, may alter or modify the schedules and deadlines pertaining to the:

³ Item 6, is as follows: “Extension of Regional Board of Education Budget Adoption Deadlines. Notwithstanding any provision of the Connecticut General Statutes, including Title 10, or any special act, municipal charter or ordinance, that conflicts with this order, all budget deadlines for the preparation of regional school district budgets for the fiscal year ending June 30, 2021 that fall on any date prior to and including May 15, 2020 may be extended by thirty (30) days. Any regional board of education may alter or modify the schedules and deadlines pertain to the preparation and submission of a proposed budget and the deliberation or actions on said budget by the legislative body or other fiscal authority, including any required hearing(s), publication, referendum or final budget adoption.”

⁴ The other subjects covered are: Item 2 - Flexibility of Graduation Requirements, and Prescribed Courses of Study; Item 3 - Flexibility for Educator Prep Programs; Item 4 - Flexibility for Educator Certification Timelines, Educator Evaluations, and School In-Services; Item 7 - Remote Conduct of DMV Operations; Items 8 + 9 - Limits on Visitors to (a) Facilities That Treat Persons with Psychiatric Disabilities and (b) Southbury Training School; Item 10 - COVID-19 Information Sharing Between Facilities That Treat Persons with Psychiatric Disabilities, DPH, and Local Health Directors.

⁵ Note: “Notwithstanding any provision of the Connecticut General Statutes, including Title 7, or any special act, municipal charter or ordinance.”

- preparation and submission of a proposed budget; and,
- the deliberation or actions on said budget by the legislative body or other fiscal authority, including
 - any required public hearing(s);
 - publication;
 - referendum; or,
 - final budget adoption.

Legislative bodies should move, post-haste, to re-structure the time-lines.