



The Mansfield Record

January – March 2007

Dear Friends:

Welcome to the inaugural edition of *The Mansfield Record On-line!* You may recall the printed version of *The Record*, which was produced by dedicated volunteers and staff for several years, and then discontinued due to high production and mailing costs. With today's technology, however, we are able to reach a broad range of readers via the internet and we are pleased to revive *The Mansfield Record* in an electronic format. *The Record* is designed to provide our readers with information concerning various municipal projects, initiatives and programs. We welcome comments and questions, as well as articles, updates and program announcements from town advisory boards and commissions, and local civic and not-for-profit organizations. Please email your comments or submissions to the Town Manager's Office at TownMngr@mansfieldct.org.


I hope that you find *The Mansfield Record* to be a useful resource, and that you will continue to visit Mansfield's website at www.mansfieldct.org for the latest information concerning our town government, and the programs and services that we have to offer. I wish you and your family a productive and enjoyable 2007, and encourage you to join in on the fun at the many special events we help sponsor throughout the year, including the upcoming Winter Fun Day on Sunday, February 11th from 1-5 PM at the Mansfield Community Center.

Take care,

Matt Hart
Town Manager

MANSFIELD DOWNTOWN PARTNERSHIP, INC.

Submitted by Cynthia vanZelm, Executive Director

- The Mansfield Downtown Partnership, working in conjunction with the Town of Mansfield, the University of Connecticut, community leaders, and master developer LeylandAlliance, achieved a major milestone this summer with the approval of the first commercial building in Storrs Center by the Mansfield Planning and Zoning Commission. The goal for the building, to be housed on Dog Lane, is to start construction in 2007. With this approval, energy continues to build around this mix-use retail/residential/commercial project where a variety of shops, restaurants and cafés, a town square, office space, and market rate housing will truly enhance the quality of life and learning in the Mansfield community.
 - Following an event-filled *Festival on the Green* in September—replete with gorgeous 70-degree weather—the Mansfield Downtown Partnership has bustled its way through the fall season. Working in conjunction with master developer LeylandAlliance, the Partnership is looking forward to submitting applications to the Mansfield Planning and Zoning Commission for a special design district in the coming weeks. This new zoning district will make it possible for the Partnership to create a mixed-use downtown.
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- A new pedestrian walkway connecting the Community Center, the Town Hall and the future site of the Storrs Center downtown development broke ground on October 3rd and was largely completed this fall. G.E.G. Construction of Ludlow, Massachusetts was awarded the contract for the work after bids were obtained from three other construction companies. One of the principal goals for the Storrs Center “Main Street” development has been to emphasize the pedestrian experience. The new walkway will provide direct pedestrian access to Storrs Center and will link it to key Mansfield locations, including the Community Center adjacent to the Town Hall. Mayor Betsy Paterson states, “This project brings us one step closer to the reality of a ‘town center’, a community gathering place for young and old. Recently we added the Storrs Farmers Market to the center of town. This walkway/plaza will make the area more pedestrian friendly, by creating the ambiance of a meeting place.” Funding for the project comes from a Small Town Economic Assistance Program grant, administered through the Connecticut Department of Economic and Community Development, which will provide planning, engineering, and construction of the project.
 - The Mansfield Downtown Partnership along with the Town of Mansfield and the Mansfield Community Center will be holding a Winter Fun Day celebration on Sunday, February 11th, 2007 from 1- 5pm in the plaza at the Community Center! Bring your friends and family for a fun day of ice-skating, horse drawn carriage rides, ice sculpture displays and refreshments to warm you on a winter afternoon. Hope for snow and bring your flair for creativity for the snow sculpture contest and prepare to wear your wackiest

winter hat—the wackiest hat wearer will win a prize! (Inclement weather date: Sunday, February 18th.)

- Please watch for updates on the Partnership website at www.mansfieldct.org.

DEPARTMENT OF PUBLIC WORKS

If residents have questions concerning work the Town may be doing, they are encouraged to call the Public Works Operations facility (the Town Garage) at 429-3676 or 429-1483. The DPW office at the Town Hall houses administrative and engineering staff, and snow plowing, roadside mowing, etc. cannot be connected to the Garage because their phone number is an outside line.

If residents have any questions concerning refuse collection pick-up changes, please call the Department at 429-3333 or 429-3331 in advance of upcoming holidays to ensure prompt service.

Project Updates

Submitted by Timothy Veillette, Project Engineer

Mansfield Downtown Connector

Work on the Mansfield Downtown Connector is currently shut down for the winter weather. The intent of this project is to provide a pedestrian connection between the new and expanded downtown area (streetscape in design) and the Mansfield Community Center located to the west of the Mansfield Town Hall. The principal enhancement elements of this project are the installation of a tree lined clay brick walkway together with landscaped areas and decorative lighting adjacent to the north side of the Town Hall.



The walkway and trees have been installed. Remaining work to be done once the weather breaks is the installation of the decorative lighting and the remaining plantings. The project should be completed in early 2007.

Hunting Lodge Road

The Town has completed the conceptual design for a proposed 8 foot wide paved bikeway/walkway along the southwest side of Hunting Lodge Road. The new trail will begin at the intersection of North Eagleville Road and Hunting Lodge Road and proceed north to Carriage House Drive. The length of this section of multi-purpose trail is approximately 2,940 feet long.

A Public Information Meeting was held on January 22, 2007. Final design plans will now be developed and the necessary easements surveyed and acquired. Construction is anticipated to start in 2007.

Mansfield Community Center Skateboard Park

Work on the 100' x 95' skate park located behind the northwest corner of the Community Center is currently shut down for the winter weather. Rough grading and the security lighting for this joint effort between the Town and local businesses have been completed. The remaining work to be completed, when weather permits, includes the pouring of the

concrete slab, sidewalk, and installing of the security fencing. Construction is anticipated to be completed in 2007.

Hunting Lodge Road & Birch Road Roundabout

The Town of Mansfield has recently completed the construction of the traffic roundabout at the intersection of Birch Road and Hunting Lodge Road. The roundabout is intended to calm vehicular traffic at a rather awkward intersection and will provide a safer crossing for pedestrians. This spring the asphalt around the roundabout will be colored for better visibility and a streetlight will be installed.

Separatist Road Bikeway

The Town of Mansfield is continuing work on the Separatist Road bikeway/walkway. The first section of the trail has been completed, from South Eagleville Road (Rte 275) to Stadium Road and is currently open for public use. The second section, from Stadium Road to Hunting Lodge Road Extension, has been rough graded and the drainage is nearly complete. The new 8 foot paved bicycle/pedestrian trail is approximately 4,100 feet long. The project is expected to be completed in the spring of 2007.

Downtown Streetscape Extension

The Town of Mansfield was selected to receive a Federal Enhancement Grant for the construction of a streetscape on Route 195 (Storrs Road) near the new Storrs Center project. The project will involve the installation of a 10' brick walk, trees and decorative lighting along the west side of Storrs Road from Bolton Road to South Eagleville Road. The project also includes a walkway, together with enhancement items, along the west side of Storrs Road from South Eagleville Road south to Liberty Bank and a section along the west side of Flaherty Road from Storrs Road to Storrs Heights Road. The project is currently in design and construction is expected to begin in 2008.

Town Parcel Mapping

The town parcel mapping is currently available in test form on the Internet at www.mainstreetmaps/CT/mansfield. This mapping can be used to find information on property, owner and building records kept in the Town Assessors Office. A more current map is expected to be launched in March 2007. For the most current information please visit the Town Assessors Office.

Four Corners Sewer Study

Work continues to develop a facility plan for sewerage the Four Corners commercial area. The Four Corners area is located near the Route 44 and 195 intersection. A preliminary sewer service area has been developed by the Town's consultant, and a first public information meeting has been held. The plan will be finalized in 2007.

Energy Updates

Submitted by Virginia Walton, Recycling Agent

Energy Efficient Lighting Sales - February 11 and March 15, 2007

The Mansfield Clean Energy Team, a task force made up of residents and Town employees, have arranged two opportunities for residents and businesses to save money on compact fluorescent bulbs, lamps and other fixtures. The lighting sale will be on February 11, 2007 from 1 pm to 5 pm at the Community Center, in conjunction with Winter Fun Day. The

second sale will be on March 15, 2007 from 12 pm to 6:30 pm in the Town Hall Council Chambers. All fixtures and bulbs are designed for energy conservation. Indoor and outdoor fixtures and bulbs of all shapes, sizes and designs will be available. Fluorescent bulbs will start at \$1.00. During the sale, a member of the Clean Energy Team will be on hand to answer questions about how to support clean energy through the electric supplier.

Mansfield Begins Purchasing Clean Energy

Mansfield is participating in the Connecticut Clean Energy Communities program, “20% by 2010”. By signing on, the Town has made the commitment to purchase by 2010 20% of its electricity from “clean” sources such as wind, solar, landfill gas or small, low-impact hydropower. Beginning January 1, 2007, 4% of the municipalities’ electricity will be derived from New England small hydro and Pennsylvania wind power offered through Community Energy. This percentage will increase each fiscal year in 4% increments until 2010 when the Town will reach the target 20%.

Signing Up for Clean Energy

219 households in Mansfield have already made the commitment to buy clean energy. As customers of Connecticut Light and Power Company, we all have the power to choose clean energy from two different suppliers, Sterling Planet, which derives energy from wind, small hydropower and landfill gas, or from Community Energy, which derives energy from wind or landfill gas. Simply contact the supplier of your choice to make the change. Sterling Planet can be reached at 877-457-2306; Community Energy at 866-WIND-123. Your bill will still come from CL&P and there will be no interruption in service. By signing up for the CTCleanEnergyOptionssm program, the lights will still go on and all of your appliances will work just the same as they always have. There will be a minimal increase in your per kilowatt hour charge by choosing clean energy. For example, a customer using 1000 kilowatt-hours (kWh) will pay an additional \$5.75 per month for 50% clean energy or \$11.50 per month for 100% clean energy. Log onto www.ctcleanenergyoptions.com, the town website or call 800-874-9897 for further information.

Free Solar Panels for EO Smith High School

The Connecticut Clean Energy Community program offers incentives for participating municipalities. Since Mansfield is a participating community, for every 100 households/businesses that select the CTCleanEnergyOptionssm on their electric bill, the Town receives a free solar panel. In February 2006 Mansfield reached the 100th household threshold, making the Town eligible to receive its first 1-kilowatt photovoltaic panel on a municipal building. In July 2006 the Town qualified for a second panel for being the first Connecticut town to have 2.5% of the households using clean energy. Preparations are being made to place the two 1 kWh solar photovoltaic panels on EO Smith’s entrance roof.

Mansfield Clean Energy Team Awards Grant to EO Smith Cool It Team

The Mansfield Clean Energy team was organized last year to help the Town of Mansfield achieve its goal of promoting clean energy. Through the Connecticut Clean Energy Fund, the team was given \$5,000 to fund grant projects that promote the use of clean energy in our community. The EO Smith High School Cool It Team will be the first recipient of a \$1,700 grant. This money will be used to educate students and staff about climate change, promote energy conservation, reduce the CO2 emissions at EO Smith and recruit more residents to sign-up for the clean energy option on their electric bill.

TOWN MANAGER'S OFFICE

Strategic Planning Project

Submitted by Maria Capriola, Assistant to Town Manager

The Town of Mansfield has begun an organization-wide strategic planning process. The strategic plan will identify common goals and objectives for the community so its municipal officials may take a proactive approach towards preparing for the future. The process will give the Town's leadership a formal means and structure to critically assess its relative strengths and weaknesses of the organization. The strategic planning process will also identify benchmarks and measurements against which leaders may measure progress towards accomplishing its goals and objectives.

The Town of Mansfield recently issued a request for qualifications from consultants to provide assistance with the preparation of a comprehensive, organization-wide strategic plan; submissions were due January 19, 2007. Review of qualifications has begun and the Town anticipates selecting a consultant during February.

The strategic planning process is anticipated to take approximately one year to complete, concluding in January 2008. Elected officials, town staff, and members of the community will be asked to participate at varying stages of the process during the year.

It is the Town's hope that the end product will include a strategic plan that outlines a shared vision for the Town, as well as supporting goals, objectives, priorities and strategies necessary to achieve that vision.

Mansfield Earns HeartSafe Community Designation

Submitted by Maria Capriola, Assistant to Town Manager

The Connecticut Department of Public Health (DPH), in collaboration with the American Heart Association, announced that Mansfield has been designated a **HEARTSafe Community**.

"The **HEARTSafe Communities** program is designed to promote and recognize the efforts of local municipalities to provide improved cardiac response and care to its residents," said DPH Commissioner J. Robert Galvin, M.D., M.P.H. "Mansfield has demonstrated its commitment toward ensuring that its residents and visitors receive the early lifesaving response proven to increase the chances of survival for heart attack victims."

"We are proud that the Town of Mansfield has earned the designation of a HeartSafe Community," said Town Manager Matthew Hart. "Mansfield's designation of a HeartSafe Community is the result of collaborative and dedicated efforts from the Town's Emergency Management, Fire, and School Departments as well as the Eastern Highlands Health District."

A **HEARTSafe Community** promotes and supports: CPR training in the community; public access to defibrillation through strategic placement of automated external defibrillators (AEDs) for use by public safety professionals and other trained community members; and early advanced care.

Mansfield met the program requirements for public placement of AEDs, trained community residents, and equipped, staffed and trained emergency responders. In addition, Mansfield is planning on continuing to provide community CPR training programs and expand the availability of AEDs in public locations.

Town of Mansfield Proposed Budget for Fiscal Year 2007/2008

Submitted by Matt Hart, Town Manager

Staff is hard at work developing the proposed budget for fiscal year 2007/08. At this time, town departments are reviewing their individual departmental and program budgets with the members of our budget team. Also, both the Mansfield Public Schools and the Regional School District No. 19 are preparing their budgets for submission to their respective boards of education. At 6 PM on February 12, 2007, staff will conduct a preliminary presentation on the town budget, and I will submit the Town Manager's Proposed Budget to the Town Council on March 26, 2007. During the month of April, the Town Council will then conduct budget hearings on the various components of the manager's proposed budget. Our residents and other members of the public are encouraged to attend these various presentations and budget hearings, and to submit written or oral comments to staff or the Town Council. Regional School District No. 19 will hold its annual budget referendum on May 2, 2007, and the Mansfield polls will be open from 6 AM - 8 PM at the Audrey P. Beck Municipal Building. Lastly, the Mansfield Town Council will submit its budget to the voters at the Town Meeting, which we will hold at 8 PM on May 8, 2007 in the Mansfield Middle School Auditorium.

PARKS AND RECREATION

Submitted by Curt Vincente, Director of Parks and Recreation

The Mansfield Community Center continues to provide many new and exciting benefits and services to our members. With the addition of our new Member Services Coordinator, Heather DeCarli, we are able to provide more one-on-one customer service to current members, maintain our membership base with more attention to renewals, and attend many events in town and around the area to gain new members.

Discounts on Fitness and Aquatic programs, early registration dates, Family Fun Nights, private swim lessons, Movie Nights, member rewards, guest passes and special member events throughout the year are just a sampling of exciting benefits offered to our members.

Mansfield Parks and Recreation Upcoming Events

Submitted by Bette Stern, Recreation Coordinator

February Vacation Camp (grades 1-8)

What do you do with the kids during vacation? Send them to our vacation camp. This popular program is held at Mansfield Middle School from the hours of 7:30 a.m. - 5:30 p.m. Vacation camp includes games, arts & crafts, special events and/or trips for students in grades 1-8. A detailed flyer will be available at the Community Center and distributed to the schools the first week of February. Children can be registered for one day or any combinations of days.

Location: Mansfield Middle School
Dates: (354002-1) Tues., Feb. 20
(354002-2) Wed., Feb. 21
(354002-3) Thurs., Feb. 22
(354002-4) Fri., Feb. 23
Time: 7:30 a.m.-5:30 p.m.
Fees: \$39/day per resident child \$49/day for non-resident child

Recreation Rescue (grades 1-8)

This program, held on school staff professional days, includes creative games, activities and perhaps a field trip. Detailed flyers are available at the Community Center and distributed through the schools prior to the date. Program is held at Mansfield Middle School. Space is limited so register early.

Location: Mansfield Middle School
Dates: Fri., March. 23,
Time: (354003-A) 7:30 a.m.-5:30 p.m.
Fee: \$39/day per resident child \$49/day per non-resident child

Parents' Night Out (grades K-5)

Drop off your children on a Saturday night from 4-9 p.m. at the Community Center for an evening of supervised fun for the kids (and a night out for you parents) including games, crafts and age appropriate movies. Pizza and beverages served. Space is limited so register early.

Location: CC
Dates: (390011-B) Fri., Feb. 10
(390011-C) March 17
(490011-A) Sat., April 28
(490011-B) Sat., May 19
(490011-C) Sat., June 16
Time: 4-9 p.m.
Fees: \$15/night per child for residents
\$25/night per child for non-residents

Improv Asylum

Mansfield Parks and Recreation is sponsoring a trip to Boston to the **Improv Asylum**. This is a comedy club in Boston's North End. Audience members will help decide what the story line will be, what songs will be sung, and what characters will be played. This trip is scheduled for April 28 and the registration deadline is March 19. The fee is \$45 for residents and \$55 for non-residents. Register now!

Free Mansfield Days at the Community Center

All Mansfield residents are invited to come and use the Community Center at the following times.

Fri., March 24, 6-9 p.m.

Sun., April 15, noon-3 p.m.

Wed., May 30, 6-9 p.m.

Dates are scheduled monthly. Come with your family and swim, use the gym, fitness center (for those 14 and over), play games in the community room and more. Proof of residency may be required.

Annual Kids' Flea Market

Rent a table at the Kids' Flea Market and sell or trade some of your old stuff. Everyone is invited to shop, but only children in grades 1 - 8 can rent tables. One table per child and children in grades 1-4 must be accompanied by an adult. The flea market will be held in the Mansfield Community Center Gymnasium. Pre-registration is required and space is limited so make sure to register early. Set up will begin at 9 a.m. the day of the event. Please bring money for change.

Location: CC Gym
Date: Sat., April 21
Time: (490111-A) 10 a.m. - 1 p.m.
Fees: \$5/table for residents \$15/table for non-residents

Earth Day

The Town of Mansfield will hold several Earth Day activities/events the weekend of April 21 & 22, 2007. Some of the activities will be held at the Mansfield Community Center's Community Room between 1 p.m. and 3 p.m. on Sunday, April 22, 2007. Further details will be distributed at a later date.

April Vacation Camp

Are the kids home alone during vacation? Send them to spend some time with us at our vacation camp. This popular program is held at Mansfield Middle School from the hours of 7:30 a.m.- 5:30 p.m. Vacation camp includes games, arts & crafts, special events and/or trips for students in grades K-8. A detailed flyer will be distributed to the schools the first week of April. Children can be registered for one day or any combinations of days.

Location: Mansfield Middle School
Dates: (454004-1) Mon., April 16
(454004-2) Tues., April 17
(454004-3) Wed., April 18
(454004-4) Thurs., April 19
(454004-5) Fri., April 20
Time: 7:30 a.m.-5:30 p.m.
Fees: \$39 for residents \$49 for non-residents

3rd Annual Kids Health & Safety Fair and 5K Road Race! Saturday May 19th

This year the highly successful fair will include a 5K Road Race and 1-mile kids run. The Road race will begin and end at the community center. This professionally timed, wheel marked course will lead runners on the new Separatist road path, through campus and back up to the Community Center. Families are encouraged to run together, schools and businesses are encouraged to form teams. And after the race please stick around to enjoy all the activities at the Kids Health & Safety Fair! Fire trucks, a Helicopter, giant slide, free bike helmets and over 30 vendors with information on how to keep kids healthy and safe. *Save the date! See you there!*

Watch for the Spring brochure being mailed in Early March. Lots of activities for young and old alike.

Community Center Ice Rink is now open!

The rink's hours of operation are Monday through Saturday from 5:30 a.m.-9:30 p.m. and Sunday from 8 a.m.to 8:30 p.m. The rink is unsupervised and parents are asked to supervise their own children.

Town of Mansfield Parks and Preserves

Submitted by Jennifer Kaufman, Parks Coordinator

Mansfield's Trails Guides are now offered in a sturdy folder for \$7.50 at the Mansfield Community Center and the Town Clerk's office. Or, to download the trail guides click on www.mansfieldct.org/trailguides/. These guides contain up-to-date information and maps of Mansfield's Parks and Preserves.

Join us this winter in the parks for friendly family events. To register click on www.mansfieldct.org and click on the Mansfield Community Center Logo. For further information, please contact Jennifer Kaufman, Parks Coordinator, at 429-3015x204.



**Hidden Treasures: Letterboxing in Mansfield's Parks
(311002) Monday, Feb 19 from 3-5 pm at Schoolhouse Brook Park**

Join us on Presidents Day and follow clues through Mansfield Parks and into the world beyond with the family-friendly hobby of Letterboxing. Carolyn Stearns will teach you all the skills required and get you started letterboxing immediately. Participants should bring a small notebook or journal, an inkpad, a rubber stamp image to represent you, walking footwear, and water.

Fee \$6 FOMP mem., \$17 family max \$8 non-FOMP mem., \$23 family max.

**If Trees Could Talk-Tales From the Woods
(311003) Sunday, February 25 at 2pm at Merrow Meadow Park**

Mansfield's woodlands will be brought to life through traditional storytelling. Storyteller Carolyn Stearns will weave tales of the natural world, history and intrigue for all ages to enjoy. This timeless form of entertainment yours to experience. Bring a listening ear (rain location MCC).

Fee \$6 FOMP mem., \$17 family max \$8 non-FOMP mem., \$23 family max.

**Walk in Whetten Woods
(311004) Sunday, March 18 at 1pm at Whetten Woods**

Join this co-sponsored interpreted walk in Joshua's Trust's Whetten Woods and learn to read the forested landscape while looking for signs of spring. Enjoy this "sheltered" preserve donated to the Trust by Nate and Theora Whetten. Please dress for the weather. Park at the Hope Lutheran Church on Dog Lane.

Fee Suggested donation: \$5.00 per person to be split by FOMP and Joshua's Trust

**Early Spring in Dunhamtown
(311005) Sunday, March 25 at 1 pm. Dunhamtown Forest-off White Oak Road.**

Join naturalist Sue Craig for a walk in this lovely town park as we look for signs that spring is on its way. Have some flowers started to bloom? Have some birds returned from the south? Are the frogs out yet? We'll try to find out.

Fee Suggested FOMP donation: \$5.00 per person

PLANNING AND ZONING

Submitted by Gregory Padick, Director of Planning and Curt Hirsch, Zoning Agent

- Mansfield adopted an update to its Plan of Conservation and Development. This legally important document includes information about Mansfield's history, demographics, natural and man-made resources, existing land uses, zoning and infrastructure. The Plan provides policy goals, objectives and specific recommendations that provide a framework for the town's Zoning Map, land use regulations, open space acquisition program and future capital project decisions. The adopted plan includes 25 maps and 12 appendices and is available for review at:
http://www.mansfieldct.org/town/departments/pnz/pocd/plan_of_conservation_and_development_2006.pdf Please contact the Mansfield planning office at 429-3330 to address any questions or to obtain additional land use information. Mansfield's Zoning map and land use regulations are also available for review at <http://www.mansfieldct.org/>
- The Zoning Agent reminds property owners to check with the Building and Zoning Offices prior to any home or property improvement. Permits are required for membrane (tent) structures and school-bus shelters. The use of storage boxes (PODS), where permitted, also requires a permit. Please call 429-3341 with questions.

ASSESSOR'S OFFICE

Tax Relief Program

Submitted by Katelyn Crowther

Applications for elderly and totally disabled homeowners will be taken between February 1st and May 15, 2007. These credits are for the July 2007 tax bills on property in Mansfield. All income for 2005 is considered at the time of application. New income guidelines for OPM are: unmarried \$0 - \$28,800 maximum; married \$0 - \$35,300 maximum. Appointments may be made with Social Services at 860-429-3315.

TOWN CLERK'S OFFICE

New Town Policy on Agendas and Minutes

Submitted by Mary Stanton, Town Clerk

There are more than 35 elected and appointed Boards and Commissions in the Town of Mansfield. The work of these volunteers is essential to the governance of the Town. Their efforts, in fact, are one of the main reasons that Mansfield is a wonderful place to live. In order for the citizenry to be fully informed of the actions and decisions of these Boards and Commissions it is essential that the statutes regarding the posting of agendas and the filing of minutes be followed and a process to make that information available developed. To that end we have proposed a policy entitled, Procedures for the Posting and Retention of Agenda and the Posting, Correction and Retention of Minutes.

The purpose of an agenda is to inform both the participants and the public of the time, the place and the items that are to be discussed at a given meeting. The public must be given adequate notice, usually at least 24 hours. All agendas are filed and posted in the Town Clerk's office and on the town website, www.Mansfieldct.org. Additionally, a listing of all regularly scheduled meetings must be on file in the Town Clerk's office at the beginning of each year.

The minutes of an organization serve as the permanent record of the subjects discussed, conclusions reached, actions taken and assignments given. The votes of each member of an agency must be available to the public, if requested, within 48 hours of the end of the meeting. Completed minutes must be available for public inspection within 7 days. Draft minutes, for the majority of Boards and Commissions, are sent to the Town Clerk's office and posted on www.Mansfieldct.org as soon as they are available. When minutes are subsequently approved the draft copy is replaced. A few of the Boards that meet more frequently file only approved minutes. A copy of all approved minutes are retained as permanent records in the Town vault.

It is our hope that implementation of this new policy will make the actions and decisions of the Boards and Commissions more accessible to the residents of the Town.

MANSFIELD PUBLIC LIBRARY

Long Range Plan: 2006 – 2011 Priorities, Goals and Objectives

Submitted by Louise Bailey, Library Director

The major objectives of the 1996 - 2001 Mansfield Public Library Plan were accomplished with the completion of a major construction and renovation project in 2001. Mansfield Public Library was overdue for a new plan when Connecticut State Library funding became available to hire a consultant and develop a blueprint for the future.

Matching library services to community needs, interests and priorities is the foundation for planning in public libraries. Mansfield Public Library used a 'stakeholder' approach to determine a community vision and to identify community needs; the vision and needs that developed as a result of two meetings in late spring of 2006 were used to determine Mansfield's public library priorities.

Mansfield Public Library's top priorities will continue to be "Lifelong Learning" and "Current Topics/Titles". "Lifelong Learning" helps address the desire for self-directed personal growth and development opportunities. Our goals for this priority are:

- Young children will enter school with a firm grasp of the concept that books bring pleasure.
- Mansfield residents will have free access to technological resources and expert help from professional Librarians.
- Teens and members of the retirement community will be offered volunteer opportunities that utilize their particular skills and interests to assist in continued personal growth.
- Local residents of all ages will use Mansfield Public Library as a center for programs that support access to information and encourage reading for pleasure.

Of equal importance as a priority is "Current Topics and Titles"; the library helps to fulfill community residents' appetite for information about popular cultural and social trends and their desire for satisfying recreational experiences. Our goals are:

- Residents of Mansfield will have sufficient library materials in a variety of formats and languages to satisfy their demand for pleasure reading and general information.
- Users of Mansfield Public Library will have a basic reference collection to answer their general information requests.
- Visitors to the Mansfield Public Library web site will find links to information about community organizations and municipal activities.

Secondary priorities are "Cultural Awareness" and "Commons", which address needs that are unique to our rural and culturally diverse university community. The library will provide opportunities for community residents of all ages to gain an understanding of their own cultural heritage and the cultural heritage of others. Users of Mansfield Public Library will have access to a collection of materials in languages other than English. Residents of all ages and a variety of backgrounds will be encouraged to participate in community programs at Mansfield Public Library, a welcoming and safe place for people to meet and learn.

DEPARTMENT OF SOCIAL SERVICES

Town Council Appoints Independent/Assisted Living Committee

Submitted by Kevin Grunwald, Director of Social Services

The Mansfield Town Council recently endorsed the creation of an advisory committee to assist with the recruitment and selection of a qualified developer to construct and operate an assisted/independent living facility within the Town of Mansfield. This is the next step in the process of facilitating the development of an independent/assisted following the release of a market feasibility study that was conducted by Brecht and Associates in 2005. The study resulted in the following findings:

- The Town of Mansfield should seriously consider proposals to develop independent living and assisted living units.
- The development of assisted living units in conjunction with independent living units will provide residents with a continuum of care.
- The quantitative analysis indicated that up to 38 assisted living units and 75 independent units could be supported (in 2007).
- These newly developed independent living and assisted living units could be targeted at a moderate to middle income senior (\$35,000-\$74,999).

The nine-member committee, consisting of staff, community members, and representatives from the University of Connecticut, is charged with a number of tasks including review of a request for qualifications (RFQ), identification of an inclusive list of potential developers, selection of a “short list” of developers, and evaluation of a Request for Proposal (RFP), ultimately resulting in the selection of a qualified developer(s) for the project. The Town Council has also asked that this committee make an effort to keep the public informed of the status of the selection process, and solicit public comment when appropriate. The committee will ultimately forward their recommendations for a qualified developer(s) to the Town Council, who will appoint a preferred developer and agree upon the scope of services for the project. While this facility will be privately developed, the Town may assist with the acquisition of land and possible site improvements.

In the State of Connecticut the term “assisted living” applies to a specific group of core services. These services include private apartments, housekeeping, laundry, maintenance, transportation, social and recreational programs, an emergency on-call system and healthcare services. Healthcare services include a registered nurse on-site or on call 24 hours per day, 7 days per week, and personal care services (assistance with bathing, dressing, grooming, etc.) provided by certified nurses aides or home health aides. It is common to provide independent living services, such as housing and meals, within the same Managed Residential Community as the assisted living services, offering a continuum of care for residents whose needs may change over the period of time that they are living there. Many Mansfield residents have expressed interest in having access to a residential community like this for a number of years, and are pleased to see that this project is moving along.

Mansfield Advocates for Children

Submitted by Sandy Baxter, Youth Counselor

Mansfield Advocates for Children is a group of Mansfield citizens appointed by the Mayor and Town Council to maintain high quality early care and education for young children in Mansfield. We do this by supporting families of young children, developing programs and

events to connect teachers of early care and education centers with public school teachers, and by supporting children's transition to Kindergarten. This council is supportive of the Mansfield Public School System, but we are a separate entity.

Some of the things our group has produced and provided are:

- ❑ Mansfield Family Information Packet - Information for families new to Mansfield or new to parenting - available at Town Hall by calling Mansfield School Readiness Coordinator, Sandy Baxter at 429-3338
- ❑ Tri-fold brochure about our group
- ❑ Purchase and circulation of professional training videos and books for early care and education providers
- ❑ Quarterly-updated Directory of all Licensed Early Care and Education Providers, including Homecare and Before and After-School Care Providers
- ❑ Annually-updated photo book "Going to the Big School" available at the Mansfield library, four of the early care and education centers, and Town Hall
- ❑ Quarterly-updated "Family Fun in Mansfield" - a directory to family-oriented events in and near Mansfield
- ❑ Two 7-week sessions of parenting classes, "ABC's of Parenting"
- ❑ Financial assistance for young children to attend nationally accredited early care and education centers through State of CT School Readiness Grant
- ❑ Programs, practices and policy changes to support high quality early care and education in Mansfield through Graustein Memorial Foundation Discovery Grant

You will see our information table at the "Know Your Town Fair", "Festival on the Green", and the Mansfield Library's "Family Fun in Mansfield",
You may find more information about us on the Mansfield Town Web Mansfieldct.org, click on "Early Care and Education".

Right now we are planning events:

- ❑ To celebrate young children during the "Month of the Young Child" in April, 2007. Watch for those special events and activities in this newsletter.
- ❑ To reach out to all parents to let us know their needs as they raise young children in this Community
- ❑ To reach out to our international community to share their cultures with us and let us know how we can determine their unique needs related to educating their children in an American Educational system
- ❑ To make important connections with our State Legislators about Mansfield's early care and education needs
- ❑ To partner with local businesses as we have with People's Bank and Ferrigno Realty

Do you have ideas to share about any of these events or activities?

Do you have questions about any services for young children?

Do you want more programs for families of young children?

Do you have a sense of excitement and concern for the young children in our Community?

If so, please join us! For more information about early care and education or about the Mansfield Advocates for Children, please contact Sandra Baxter, Mansfield School Readiness Coordinator, at 860-429-3338, or Baxtersp@mansfieldct.org

EASTERN HIGHLANDS HEALTH DISTRICT

A Second Look at Your New Year's Resolutions

Submitted by Ande Bloom, Health Program Coordinator

Not everyone gets excited about New Year's resolutions, nor cares to make any. Most of us however take the changing of the calendar to be a time of reflection on who we are and how we can do 'better' next year. Taking better care of yourself and your resources is the focal point of most resolutions: losing weight, eating healthier, increasing fitness, quitting smoking or use of alcohol, reducing stress, controlling finances, and reducing clutter usually top the list. Better management of any of these is a noble goal... and can be a daunting task! This is a good time to re-evaluate your resolutions to improve your chance for success. Do they follow the 3-Be's?

Be realistic: Your goal can be challenging, but keep it within your reach.

Be specific: Pick one or two clear resolutions; know and identify the behavior you want to change.

Be forgiving: Most people have lapses; try, try again!

The Eastern Highlands Health District (EHHD) supports your efforts to improve your health. Some resources and tips for common resolutions can be found on the EHHD website (www.ehhd.org). A final tip to improve success: choose resolutions *you* can commit to and feel passionate about. Don't give up on your resolutions; you are worth the investment!

The Eastern Highlands Health District is committed to preventing illness and improving wellness in our community. For more information about these health issues and other Health District information, see our website or call our office at 860-429-3325.

DEPARTMENT OF BUILDING AND HOUSING INSPECTION

Submitted by Michael Nintean, Director of Building and Housing Inspection

The Town of Mansfield adopted the provisions of the 2003 International Property Maintenance Code to regulate and control the maintenance of residential rental dwelling units within the Town. The ordinance also establishes an overlay zone in which a rental certificate is required to legally rent a dwelling unit.

The implementation of the housing certificate program is to insure safe and sanitary conditions through set standards for residential dwelling units. Housing Code Enforcement Officer(s) will inspect all units to determine status or to address any complaints. Interior and exterior of building unit structures will be examined in accordance with code criteria. If the utilities, facilities and other aspects associated with the unit have been properly maintained, a Certificate of Compliance will be issued after inspection and payment of permit fees.

On September 22, 2006, the Town of Mansfield began accepting registrations from owners of residential rental housing property. The "Landlord Registration Ordinance" applies to both occupied and vacant rental housing units. In accordance with the Ordinance, owners are required to file their current address with the Office of Building and Housing Inspection. If a property owner of record is an entity, such as a corporation, limited liability company, partnership or trust, then the address of the agent in charge for the property must also be included in the filing. Notice of a Landlord's change of address is to be provided to the Town within twenty-one days of such address change. A filing fee of \$25 for initial registration and \$10 for change of address notice is payable at the time of filing.

Residential rental housing property owners must comply with initial registration requirements by February 1, 2007. Infraction penalties of \$100 for first violation and up to \$1,000 for any subsequent violation will be assessed for failure to file an address as required by the Ordinance.

The public welfare, health and safety of the people of Mansfield are the focal points of the Property Maintenance Code and the Landlord Registration Ordinance. It is the goal of the Town to ensure the protection and preservation of quality of life for its residents. For additional information regarding these programs, contact the Housing Inspection office at 860-487-4440.

CHARTER REVISION COMMISSION

An Invitation from the Town of Mansfield's Charter Revision Commission

Submitted by Matthew Hart, Town Manager

Our town charter is the basic document that regulates how we, the citizens of Mansfield, govern ourselves. As the Mansfield Charter Revision Commission goes about its work, its members invite you to participate in the democratic process of charter revision.

Our meetings, which are open to the public and include a “public comment” time, are held on the 2nd and 4th Tuesdays of the month at 7 p.m., usually in the Council Chambers at the Town Hall.

You may also participate in the charter revision process by sending us e-mail messages via the email address above, through a link on the Commission's page, by participating in discussions on the 'blog' link on this site, and by writing to the Commission at 4 South Eagleville Road, Storrs-Mansfield CT 06268-2040.

Together, we can work on our town government and its charter for the future welfare of our community!