

THESE MINUTES ARE SUBJECT TO APPROVAL BY BOARD OF SELECTMEN

The Board of Selectmen held a regular meeting Monday, September 16, 2013 in the Council Chamber of the Municipal Center, Newtown. First Selectman Llodra called the meeting to order at 7:35 pm.

PRESENT: First Selectman Llodra, Selectman William F.L Rodgers, Selectman James Gaston, Sr.

ALSO PRESENT: Finance Director Robert Tait, Land Use Director George Benson, Adria Henderson, Robin Olson, Thomas Kelleher, Deborra Zukowski, 30 members of the public and four members of the press.

VOTER PARTICIPATION: none.

ACCEPTANCE OF THE MINUTES: Selectman Rodgers moved to accept the regular meeting minutes of September 3, 2013. Selectman Gaston seconded. All in favor.

COMMUNICATIONS: First Selectman Llodra introduced Tom Kelleher, a resident and a six month placement from GE assigned to help the town in the recovery process. A proclamation was presented to Mr. Kelleher. First Selectman Llodra stated he provided a tremendous value to the town. Mr. Kelleher explained the work of the Newtown Charities Coordination Committee and the charities website which can be accessed thru www.newtowncharities.org.

FINANCE DIRECTOR REPORT: none

UNFINISHED BUSINESS:

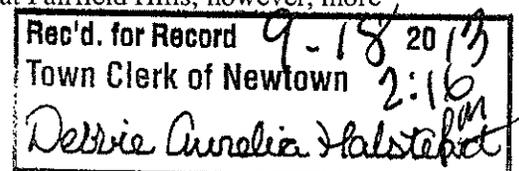
Discussion and possible action:

1. **Appointment of permanent memorial commission:** this will be discussed in executive session.
2. **Defined Contribution recommendation:** this item was not discussed.

NEW BUSINESS:

Discussion and possible action:

1. **Animal Control End of Year Report:** Ms. Henderson and Ms. Olson were present to discuss the Animal Control End of Year Report (Att. A). First Selectman Llodra had requested an itemization of things that needed to be fixed or improved upon. The Hair/Bouchard bequest can be used to address these issues. It is appropriate for the Animal Control Board to review plans that pertain to the health and safety of the animals.
2. **Fairfield Hills Master Plan:** Mr. Benson and Ms. Zukowski were present to speak about the modified Fairfield Hills Master Plan (Att. B). First Selectman Llodra noted that there is an expectation in the Fairfield Hills Ordinance that the master plan be reviewed and modified as necessary every five years. The last committee was in 2010. Mr. Benson said that this is an update; clarification of current conditions of Fairfield Hills. Ms. Zukowski referred to the vision statement (pg. 8). First Selectman Llodra noted that the detail of the existing master plan is not relative now. Mr. Benson stated that the essence of the master plan has not been changed it has been better defined. He spoke of the high meadow being defined as open space. That process begins with Planning and Zoning and then goes through the Board of Selectmen and the Legislative Council. The Fairfield Hills Master Plan Review Committee had an extensive public outreach effort resulting in a set of recommendations. Ms. Zukowski referred to page 22 of the amendment. The two key changes, the designation of open space and the explicit allowance of considering rental housing would have to go through the Planning & Zoning approval process; the zoning regulations would need to be changed and hearings would have to be held. Survey results were not favorable toward residential housing at Fairfield Hills; however, more



were favorable to housing above businesses. Ms. Zukowski read the paragraph on housing in the amendment on page 26. First Selectman Llodra verified that the most significant items Planning and Zoning would address are the issue of open space and the re-wording of the language in the Fairfield Hills adaptive reuse zoning that allows for consideration of proposals that have limited rental housing. Ms. Zukowski noted the wording relative to the footprint will need to be clarified. Selectman Rodgers warned that people coming to the campus as residents will be moving to the nuisance and will be a disproportionate burden on the future of the property. Mr. Benson stated the town owns the property so there is more control than normal in the zoning proceedings. There is different case law on both the issue of owning and renting. The Board of Selectman accepted the report, will make it a public document and authorized Mr. Benson and Ms. Zukowski to take it to Planning and Zoning.

3. **Resolution: Property Tax Exemption for One Hundred Percent Disabled Veterans:** (Att. C) Currently there are eight Newtown residents on the state option, five or six of them are eligible for the local option, which require income guidelines. This amounts to a \$3,000 tax reduction. The legislative body needs to act on this. The Board of Selectman will send this forward to the Legislative Council with a positive recommendation.
4. **Appointments/Reappointments:** There were no appointments to act on. There is a vacancy open to any registered voter on the Commission on Aging. This will be in the Bee on September 20; the last day to apply is October 18 with an anticipated appointment date of October 21.
5. **Driveway Bond Release:** Selectman Rodgers moved the release of a driveway two driveway bonds in the amount of \$1,000 each for Richard Gracy Builders, 8 Russett Rd., M51, B8, L18 and Greg Carnick, Marlin Rd., M46, B4, L127. Selectman Gaston seconded. All in favor. Selectman Gaston moved the driveway bond in the amount of \$1,000 for Renee & Robert Kinne, Town End Rd., M11, B2, L9. Selectman Rodgers seconded. All in favor.
6. **Tax Refunds:** Selectman Rodgers moved the September tax refunds, refund number 4, 2013/2014 in the amount of \$12,051.03. Selectman Gaston seconded. All in favor.

VOTER COMMENTS: **Barbara O'Connor**, 36 Little Brook Lane is mystified as to why there are many things wrong with the Animal Control facility and asked if there were blueprints and a clerk of the works on the project. **Ryan Knapp**, 11 Jeremiah Rd. asked where the Fairfield Hills Master Plan is posted. First Selectman Llodra stated the amended report will be posted on the website with a link to the original.

ANNOUNCEMENTS: none.

EXECUTIVE SESSION: Selectman Rodgers moved to enter executive session to discuss legal matters relative to the transfer station Selectman Gaston seconded. All in favor. The permanent memorial commission will also be discussed as previously stated in the meeting. Nobody was invited to attend. Executive session was entered into at 9:03 pm and returned to regular session at 9:15 pm with the following motion:

Selectman Rodgers moved that the town defend itself, through legal counsel, in the case of George Philips vs. Town of Newtown. Selectman Gaston seconded. All in favor.

Selectman Rodgers moved to expand the membership of the permanent memorial commission to twelve members and to authorize the First Selectman to contact the parties to confirm their interest in serving. Selectman Gaston seconded. All in favor.

ADJOURNMENT: Having no further business the Board of Selectmen adjourned their regular meeting at 9:17 pm.

Board of Selectman
September 16, 2013

Respectfully submitted,



Susan Marcinek, Clerk

Att. A: Animal Control Advisory Board report

Att. B: Fairfield Hills Master Plan Amendment

Att. C: Resolution: Property Tax Exemption for One Hundred Percent Disabled Veterans

FROM THE NEWTOWN ANIMAL CONTROL ADVISORY BOARD

After several years of planning, prodding and cajoling by residents and local organizations, the stray, abandoned and surrendered dogs and cats of Newtown have a beautiful new facility; a place where these creatures can rely on a constant source of food, shelter and loving care.

Lots of thank yous are in order that made this dream possible. From the hundreds of donations from the residents of Newtown; the birthday money from the children of Newtown; the large infusion from Canine Advocates of Newtown, the Town of Newtown, and lastly, a wonderful and immensely generous bequest from the estate of two Newtown sisters.

To smooth the transition from the old and obsolete facility, the Town commissioned the Newtown Animal Control Advisory Board last September. The Board members were appointed to this commission because of their experience and knowledge of domestic pets. Two members of the board have designed and built kennel facilities and each have 30+ years of knowledge and experience in the housing, care and handling of dogs and cats. Several members have many years of experience in the care of rescued and abandoned cats. This Board was charged with the task of formulating new procedures and policies at the shelter and to lend support and guidance, when needed, for the shelter staff and, in its first year, the Board has accomplished a lot.

The Board's detailed year-end report has been forwarded to you which outlines many of the successful efforts of the Board, i.e., new intake and screening documents and procedures for dogs and cats, new volunteer walker procedures, an updating of the Town web site to include an ongoing link to adoptable dogs and cats at the shelter, a seminar attended by Board members and staff about new Animal Abuse laws, an insurance question and answer session with the Town insurance underwriter, a question and answer session from a national expert on kennels, volunteer programs and the behavior of dogs in a shelter environment.

Ongoing efforts such as a children's educational program, expanded rescue and sanctuary resources and expanded volunteer and walker's programs, and an exterior cat enclosure are just a few of the tasks that the Board is currently undertaking.

With an entire year under our belts, it's not unusual that some adjustments and modifications to the facility surface. However, some of these modifications are urgently needed to turn this facility into a safe and healthy atmosphere for the animals in our charge - and for it to become, as First Selectman Llodra directed, the best municipal shelter in the state, one that the residents of Newtown can be proud of.

To that end, the board has created the document, "Facility Issues," which outlines those adjustments and modifications necessary to achieve this goal. Some of the most important and urgent issues are listed below. A more complete list can be found in aforementioned document.

●**HVAC SYSTEM:** Fresh air must be brought into the cattery, filtered, and then exhausted out completely separate from the dog kennel area. Additionally, two, separate fresh air/exhaust systems must also be installed in the cat and dog quarantine areas that is not recirculated through the dog kennel and cattery.

●**Kennel and Cattery:**

Guillotine doors issues and uneven floor surfaces have to be addressed as they compromise the radiant heat and a/c systems.

The concrete block walls need to be lowered to allow for circulation of air in dog kennels area.

●**Outdoor Area and Play Yard:**

The surface area of the outdoor, gated kennels in the play yard must be resurfaced with material that can be sanitized such as concrete.

Additional material must be added to the bottom of the outdoor fencing surrounding the play yard to prevent small dogs from escaping and larger dogs from digging out.

The entry gates must be replaced with safer, smaller gates to prevent dogs from escaping when entering or leaving the yard with staff or volunteers

Covering must be installed on the outdoor runs to shade the excessively sunny areas.

To avoid future costly and/ or inappropriate decisions about the facility, the Board is requesting that the Board of Selectmen grant this commission the authority to review and approve any and all further work at the facility, as it pertains to the health, safety and housing of the animals sheltered there.



20 August 2013



Facility Issues at the Brian J. Silverlieb

ANIMAL CARE & CONTROL CENTER
NEWTOWN, CT

PRESENTED BY:

Adria Henderson
CHAIRMAN, ACAB

Robin A.F. Olson,
CO-CHAIRMAN, ACAB

PRESIDENT & FOUNDER, KITTEN ASSOCIATES

INTRODUCTION

The Animal Control Advisory Board (ACAB) is made up of seven volunteers with backgrounds in Animal Welfare or related fields. Since its inception in 2012, ACAB has strived to work closely with Animal Control personnel and other town employees to create healthy, safe and species-appropriate housing for the dogs and cats at the Newtown, CT shelter.

Over the past few months, serious failures in the facility's performance have surfaced. The ACAB (which includes AC personnel) has tried to remedy these issues, but has frequently encountered either resistance, or downright refusal to make appropriate changes from Town Employees. We feel these issues are so serious that they warrant the attention of our Board of Selectmen because they affect the health and safety of the animals in the Town's care.

This document will review the issues and provide solutions when possible.

Please contact us at the numbers / email below if you have any further questions or need clarification.

Adria Henderson: 203-816-7170
petfocus@aol.com

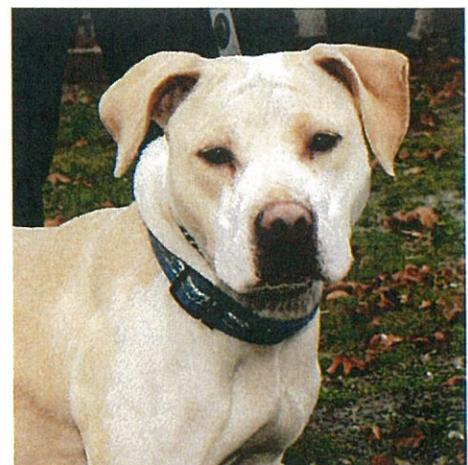
Robin A.F. Olson 203-733-3668
robin@kittenassociates.org



Kittens in makeshift Quarantine at AC facility with no fresh air.



20' x 4' extended stainless steel counter, not part of original building plans, takes up valuable space in the Cattery that could be used to house an additional 4 to 6 cats.



Sunny was injured because there were no tops on the dog indoor pens.

CATTERY ISSUES VENTILATION

Ventilation in the Cattery consists of a blower and return vent, the same as one might find in an office building where air is recirculated throughout the rooms. This is a **SERIOUS HEALTH HAZARD** when housing cats because highly infectious, contagious (to Humans & cats) and **FATAL** feline diseases can be airborne.

As currently exists in the Dog Kennel, **FRESH air MUST be brought into the building, filtered and enter into the Cattery-separate from the Kennel or other quarters in the building. It must then be exhausted OUT of the building - not recirculated.**

Mr. Bill Clark, Director of HVAC at Abbott Tech in Danbury, has reviewed the plans on site and is in agreement with ACAB that additional duct work and a second unit, called a ERV-1, needs to be

added in-line with the existing HVAC that affects the front part of Animal Control. **The HVAC for the Dog Kennels is appropriate, but the HVAC for Dog Quarantine is NOT. It may require additional equipment and ductwork to correct the system.**

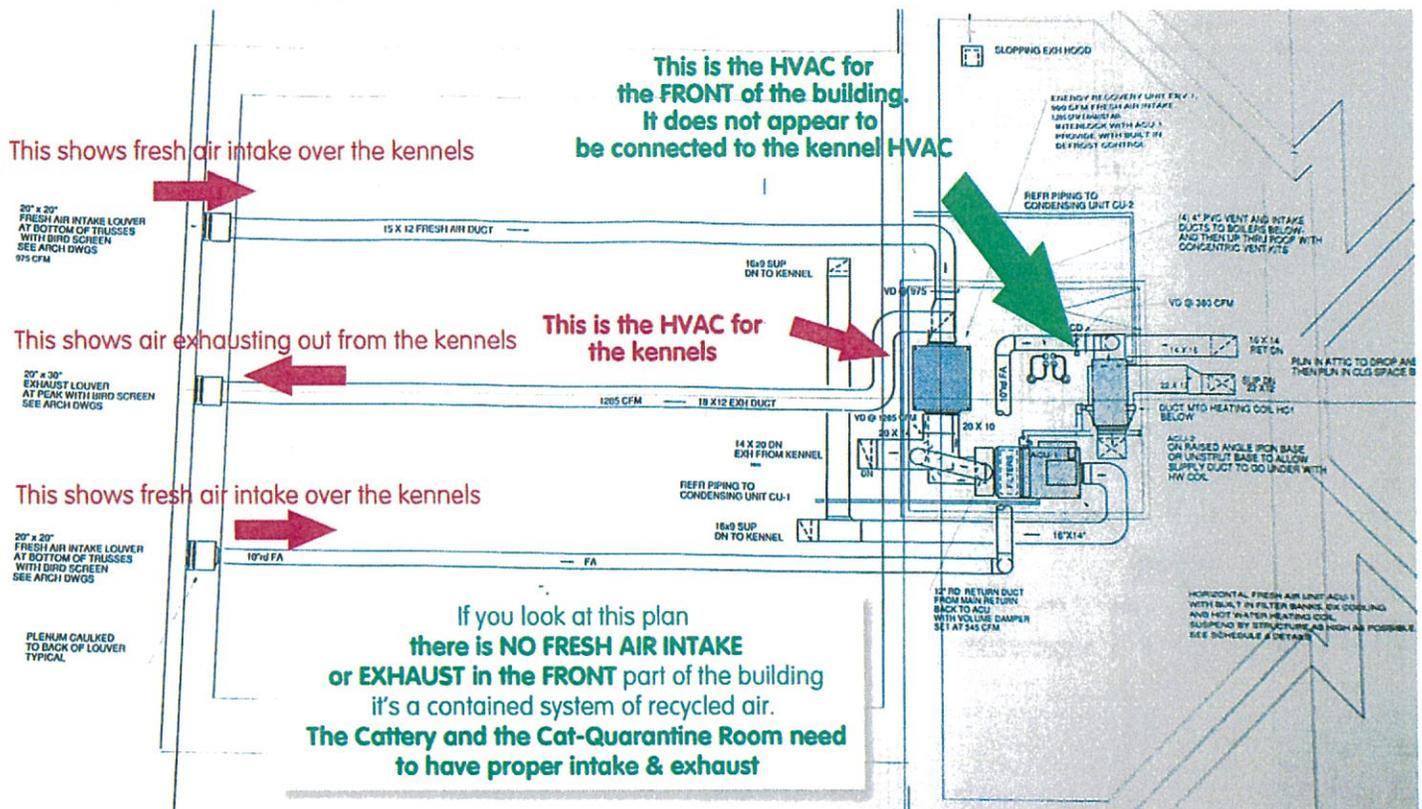
CAT QUARANTINE

In addition to the HVAC for the Cattery, there is a second, equally serious, issue in that there was **NO Quarantine space** created for incoming cats. To resolve this issue, a space within the Training Room, which is next to the Cattery, has been obtained.

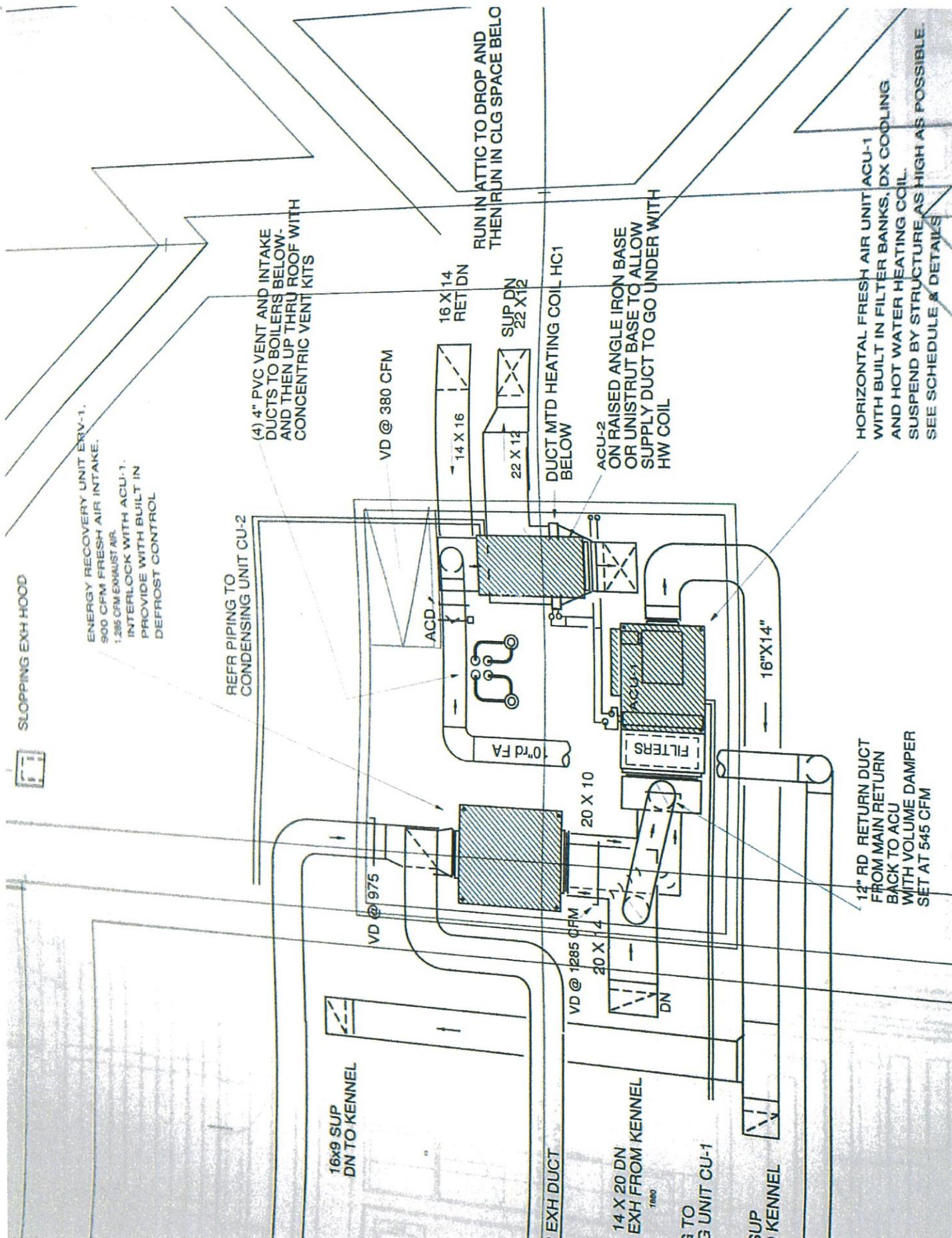
This second space will also need to have separate duct work and separate fresh air/stale exhaust that the Cattery requires and should be factored into budgeting.



Mr. Clark provided a ballpark estimate on costs to rework the HVAC system at roughly \$5,000–\$10,000.



Blueprints showing as built HVAC system. HVAC is divided into two separate zones: one for dogs (left-in red) and one for offices/cattery (right-in green)



Detail from blueprints on previous page.

DOG ISSUES

PLAY YARD & KENNEL



Play Yard cut in half by stone-dust covered, unnecessary walkway.

INTRODUCTION

The concept of an outdoor play yard, a common addition to shelter structures, is a place where dogs can receive a much-needed respite from the confined atmosphere of their indoor, socially isolating kennels.

A play yard should be a place where the dogs can run freely, unencumbered by structures, fencing or other obstacles.

A play yard should be a place where dogs playing outside can also access areas shaded from the sun.

A play yard should be a place where dogs can play together, when appropriate—an important socialization tool for dogs waiting to be adopted.

A play yard should be a place where dogs can play and interact with the staff and volunteers, another important socialization tool for dogs waiting to be adopted.

An entire year has passed since the opening of the shelter and only within the last few weeks has the area been partially accessible to the staff and dogs. It has taken the best part of this summer for the play yard surface to be leveled and drainage installed. Although the fencing enclosing the play yard was erected prior to the summer, it was installed improperly and the dogs could not use the area without jury-rigged apparatus installed by staff.

It is clear that the current play yard construction was conceived by individuals with no knowledge or experience with the housing and care of dogs. **A plan for the yard was voted on and approved and forwarded by the ACAB** but in the end, it was completely ignored by Town employees.

LIST OF ISSUES & SOLUTIONS

PROBLEM

The outdoor kennel surfaces are grassed. **Grass cannot be sanitized** and will eventually be dug up and displaced by dogs when kept in the newly-constructed outdoor, gated kennels. **Stone dust will eventually be washed away by rainfall. This washing away of the stone dust has already begun.**

The area will eventually turn to mud from pacing and digging dogs. **Unhygienic, Costly Error.**

SOLUTION

Runs/kennels should be resurfaced with concrete or pebble stone so that they can be properly hosed and



Inside one of the dog pens. Grass surfaces are unhygienic.

PROBLEM

Entire play yard is exposed to sunlight during the day with **NO SHADE COVERING.** The Play Yard cannot be used effectively as dogs can only stay outside for short periods during the hot summer days, effectively removing the usefulness of the yard for fresh air and free play.

SOLUTION

All outdoor runs/kennels need coverings on the tops of each kennel area. ACO Mason has personally purchased temporary canopies so dogs can play outside.



Lamppost in Play Yard with cracked base, exposed wires.



Temporary canopies purchased by ACO Mason.

PROBLEM

Lamp posts installed within the kennel area. **Post are unnecessary, EXCESSIVE COSTS within a play area. EXPOSED WIRING on bottom of posts allowing dogs to chew through wiring. Extremely Dangerous Condition.**

SOLUTION

As noted in the ACAB Year-End Report, spotlights should have been installed on top of the existing shed to light Play Yard when necessary keeping dangerous electrical wiring and outlets out of dogs' reach.



Detail of path through Play Yard. Material already washing away after a rainfall, only a days after path was created. Both these materials are inappropriate, as well as placement of path in the Play Yard

PROBLEM

Play area is literally cut in half by "walkway" that was installed right through the middle of the area cutting the running area for dogs playing "fetch" or just running freely. In addition, the installation of a walkway is totally unnecessary within an outdoor play yard. Walkway is composed of stone dust that is already being washed away by rain and running dogs. **Unhygienic, Costly Error.**



Excessively large gates with large gaps that would allow dogs to escape when staff enter or exit.

SOLUTION

Complete removal of unnecessary walkway. A small, shaded area should be paved and a bench installed for staff and volunteers working with dogs in the Play Yard.

PROBLEM

Kennel constructed alongside of Play Yard is surfaced with stone dust. **This run cannot be hosed or sanitized without complete loss of surface material.** Stone dust will eventually be dug up and displaced by dogs and remaining stone dust will be washed away by rainfall. **Unhygienic, Costly Error.**



Patch job to correct open space below gate after fencing was reinstalled. This is not the only open area under fence.

SOLUTION

Runs/kennels need to be resurfaced with concrete or pea stone so surface areas can be properly hosed and sanitized.

PROBLEM

Entry Gates installed in play yard are not safe for entering and exiting dogs. **Excessive Opening Size allows dogs within the area to escape easily when gates are opened to allow staff to enter and exit. Safety Hazard.**

SOLUTION

Replacement of entry gates with smaller, safer gates.

PROBLEM

Exterior Fencing was improperly installed allowing large gaps at the bottom of fencing permitting smaller dogs to easily escape. **Safety Hazard.**

SOLUTION

Wire fencing needs to be installed from bottom of fencing into soil to prevent digging and escaping. It should be noted that fencing was recently reinstalled by same fence company. However, the problem has still not been resolved. Barrier still needs to be put up at entry to prevent escape by smaller dogs.



Draft under guillotine door.

PROBLEM

The floor in the dog kennel was installed improperly causing uneven areas that allow drafts under guillotine doors. **These open areas compromise both the radiant heat flooring and the air conditioning. Costly Error, Health Hazard.**

SOLUTION

Repairing the floor will be a costly endeavor requiring each area in front of guillotine doors to be leveled and/or customizing each guillotine door in areas where drafts exist.

PROBLEM

Inappropriate epoxy baseboards installed in dog kennels. Home-size baseboards used instead of kennel-height epoxy siding making clean-up difficult. **Unhygienic, Costly Error.**

SOLUTION

Remove existing baseboards and replace with correct height epoxy siding.



High kennel concrete block walls.

PROBLEM

Flimsy, uninsulated guillotine doors installed compromising radiant heat flooring and a/c. **The doors have been repaired and replaced several times** by Apex Glass since installation. In the first repair, the doors were retrofitted with seal strips in an attempt to close drafts between floor and door. **Two dogs were injured when they attempted to chew through these seals.** Another attempt was made to add-on insulation to cut the drafts. **Costly Error, Health Hazard.**

SOLUTION

Currently an experimental door has been installed to see if this third retrofit will correct these problems.

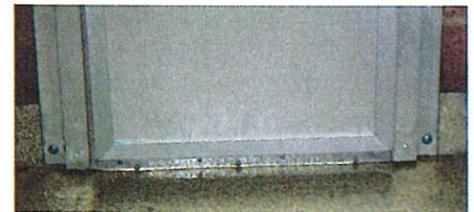
PROBLEM

Outdated mechanism installed to open and close guillotine doors. Instead of installing a safe counterweight lifting system, a hand-operated pulley system that was in use 35 years ago was installed. This obsolete mechanism allows doors to come crashing down if open/close handle unit is not held properly. **Costly Error, Safety Hazard.**

SOLUTION

Place a "U clamp" on the cable just prior to the point of impact at the pulley or replace pulley system with counterweight system (may

need to replace entire door units to accomplish this.) There should be a roller attached to the top fence that allows the cable to be pulled over the roller rather than the edge of the fence. **The fence will fray the cable and cause an unworkable situation and consequently break the cable.**



Experimental door.

PROBLEM

Extremely high concrete block walls were constructed between kennel runs cutting down the air circulation in the dog kennel area. This has caused the ERV unit in the kennel area to operate inefficiently. **Costly Error.**

SOLUTION

Cut down walls to acceptable height. Alternatively, add exhaust fans to kennel area to move trapped, stagnant air. **Investigate HVAC system-may be inadequate to cover such a large area.**

The above problems indicate that decisions were made in the dog kennel area by individuals with little or no experience in the housing and/or care of dogs and limited knowledge of current kennel industry products and standards.



Keeping animals safe is a top priority.

CONCLUSION

After repeated requests made by ACAB that were not followed through by Town Personnel, we recommend the following:

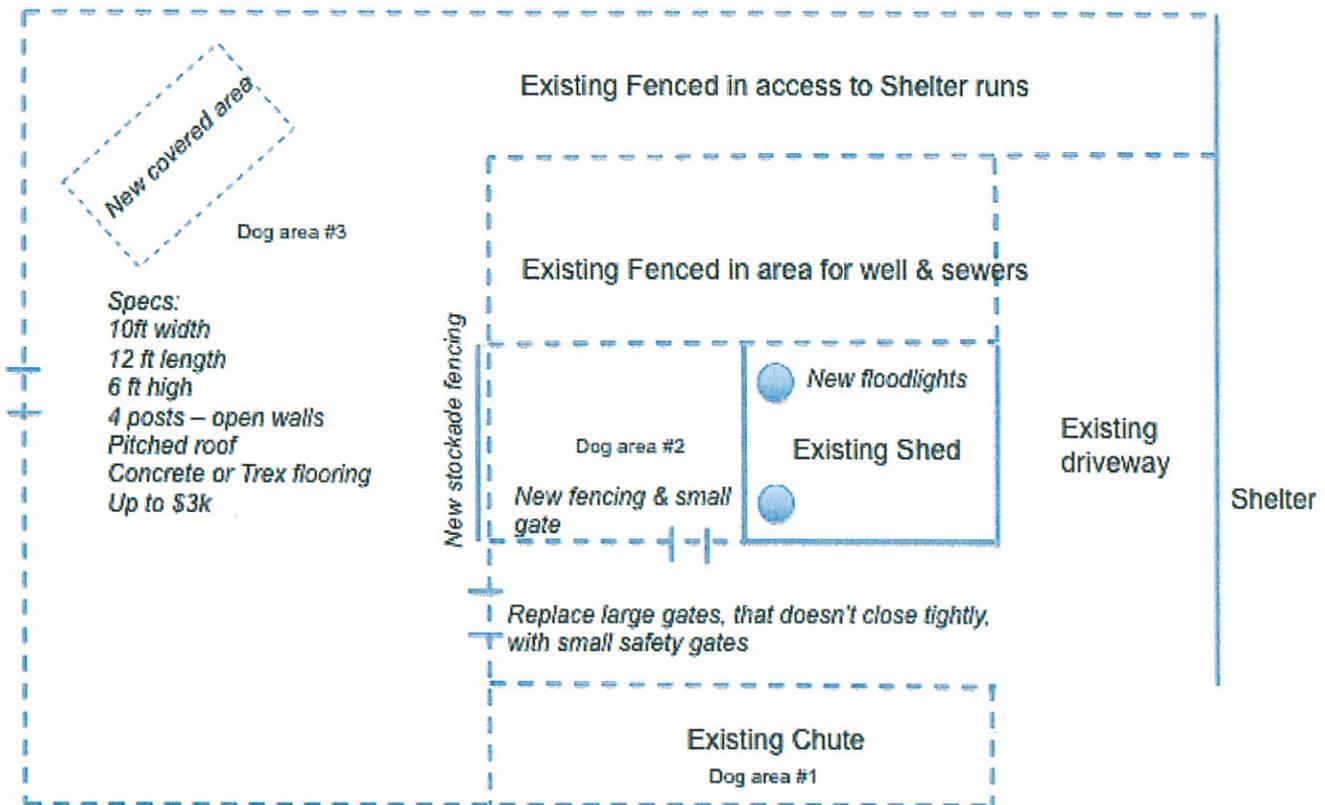
We strongly urge you to give ACAB governing authority over Animal Control facility issues where they relate to the Health, Safety and Appropriate Housing of all animals within its confines. The Animal Control Advisory Board requests that **NO FURTHER WORK** be done on the premises with regard to those specific matters without the consultation and approval of the Animal Control Advisory Board.



Keeping animals healthy is a top priority.

Exhibit A: Backyard play area & Fencing

- Ground needs to be leveled everywhere to eliminate large gaps between ground & fencing



THE ANIMAL CONTROL ADVISORY BOARD - YEAR END REPORT JULY 2013

First Meeting of the ANIMAL CONTROL ADVISORY BOARD was held on Sept 26, 2012 with appointed members Adria Henderson, Frank McCloskey, Jen Cramer, Robin Olson, Mary Wilson and alternates Gene Rosen and Joy Brewster present.

Calendar of meetings established with the Board voting for monthly meetings. To date meetings there have been nine meetings: Sept. 26, 2012, October 24, 2012, December 5, 2012, January 9, 2013, February 20, 2013 with guest Insurance Underwriter Marion Chamberlain, March 20, 2013, April 2013 (meeting was by email) May 22 2013 with guest speaker Brian Kilcommons, June 26, 2013. Another meeting is scheduled for July 31, 2013.

- Reviewed and discussed ACAB mission
- Elections held. Chair, Adria Henderson, Vice Chair, Robin Olson, Frank McCloskey, Secretary)
- Discussed with shelter staff the role of the ACAB and how the Board can best support staff

On March 20, 2013, Board member Mary Wilson tendered her resignation. She was replaced by Eugene Rosen who then became a full Board member. Jane Hellman was subsequently appointed by the Board of Selectmen as an alternate.

At the June 26 2013 meeting, ACO Mason announced that Matt Schaub has returned to work and was recently promoted to Assistant ACO.

Heated discussion June 26, 2013 about the role and procedures of Board members when volunteering for assigned tasks. It was concluded that if a Board member volunteers for a task, that that member follows through until completion while updating the Board regularly. No decisions will be made unilaterally by any member unless agreed to by a vote of the Board.

MISCELLANEOUS TASKS

Chair Henderson contacted Humane Commission, the Stratford Animal Control Facility's advisory board, to review their procedure and volunteer policies.

ACO Carolee Mason obtained copies of the Stratford Volunteer 's insurance policy and their volunteer protocols. Finance Director Bob Tait has indicated his interest in reviewing this document. ALH will drop the document off at Tait's office.

Mary Wilson contacted the Newtown Bee about continuing and consistent coverage of animals for adoption at the Shelter.

Chair contacted Town employee Renee Weinman to update the town web site so that it links to the Shelter page, and to add a link on the Shelter page of images of adoptable dogs and cats. Chair will forward new photos and bios as they are received. Updates forwarded to Town as they are received. Directions to the new shelter also added to web site.

Facebook page planned. Contacted Town IT manager, Scott Sharlow for assistance. He will look into request.

Board member Gene Rosen addressed the cross-reporting bill that was passed in CT between the Dept. of Agriculture and Dept of Family Services. Studies that have shown a definite link between child abusers and animal abusers. CT passed a cross- reporting bill that provides that the two Departments will cross report to each other every case of child or animal abuse. ACO's will be trained to observe domestic abuse in addition to animal abuse and will report findings to Dept. of Agriculture who will forward the findings to DYFS.

ACO Mason and and Adria Henderson attended Ct Bar Assoc Animal Law division day-long seminar at UConn Law School that addressed animal cruelty laws and the new cross- reporting bill.

Dr. Valli of Mt. Pleasant has agreed to come to Shelter to give cats and dogs inoculations.

ACO Mason announced that six of Fred Acker's dog from Monroe SPCA are housed at shelter and will be there until Acker's court case is resolved.

A meeting was held with ACO Mason, Pat LLodra, Sgt. Bahamonde and several Board members to discuss how to handle the press about happenings at the shelter. The First Selectman indicated that all information and press releases will be passed through the Board before being forwarded to the press.

Use of budget monies and bequest funds discussed. Chair Henderson contacted Finance Director Tait to get line-item budget for both town and bequest. Budgets were then reviewed by Board. In June, 2013 Finance Director Tait indicated that an additional \$78,000 was bequeathed to the town.

Board voted to remove references to Canine Advocates from the Newtown Bee adoption press releases and from the Town web site as there are now several other volunteer groups involved with the shelter.

ACO Mason mentioned the need to order more microchip scanners. Robin Olson will contact Dr. Vali to see which scanners they have so shelter doesn't duplicate. Board voted to allocate monies for two micro chippers.

Frank Mccloskey noted that vet bills were still being paid by CAN. Chair Henderson checked with ACO and the bills will longer be sent to CAN for payment.

Asst ACO Schaub is following up on the signage for Trades Lane.

Land Use Officer Sibley contacted Chair re: Boundary signs indicating Town and State property at shelter. Conservation Commission approved signage and signs should be available in two weeks. (end of July, 2013)

Agenda item for July 2013 meeting included a discussion of the Board's involvement the interviewing and hiring process for Shelter employees.

FACILITY STRUCTURE and STAFF

ACO Mason reported that the phones and computers were not operational for the first four months. Addressed and resolved.

ACO Mason reported that the guillotine doors in the dog kennels are not insulated and do not fit properly as floors of kennels are not level. Facility is on 3rd set of doors to address this issue. Project Director Hurley has been notified several times about this problem.

ACO Mason reported that PD Hurley did not install tops on the runs as provided in the plans. Addressed and partially resolved.

Board voted to purchase bags and dispensers for dog waste on walking trail at shelter.

Board voted to purchase whistles for walkers to attach to their volunteer vests for use in emergency or "assistance needed" situations.

FENCING AND PLAY YARD ISSUES:

ACO Mason reported that the outdoor play yard fencing was improperly installed. Due to uneven topography large gaps exist under fencing allowing dogs to escape **See additional documents attached as Exhibit A.** . (Previously forwarded to Board of Selectmen)

Matt will follow up on signs to Shelter from old facility and on Trades Lane.

Laura Frattaroli was hired to take on some kennel help until Matt's return.

Carolee indicated that Dr. Vali will be donating a scale to weigh animals

Kuranda dog beds ordered for shelter. 6 rec'd to date.

CAT ROOM ISSUES:

Guest Speaker Kilcommons noticed that a serious ventilation issue exists in the Cat Room and that it should be addressed ASAP. Although recent actions with a new filter seem to have reduced the odor problem, the air in the cat room is not being exhausted out and is connected to the kennel area thus all the animals in the shelter are breathing the same air.

Several medical conditions are airborne such as FIV (cats) and kennel cough (dogs) and all animals in the shelter will, therefore, become exposed. *The Board noted that the importance of a state of the art ventilation system was discussed many times with the facility contractor and PD Hurley prior to the construction of the shelter.* Jen will give the name of the mechanical engineer from shelter blueprints to Robin for follow-up.

Discussed the need to have outdoor fenced-in cat area. Possible opening up of existing external window in cat room to an enclosed outdoor area. Joy Brewster suggested going to New Milford shelter to see their outdoor cat area. ACO Mason will look into purchasing outdoor pens for

cats and Robin will check out cat enclosures. Robin, Carolee, Adria and Gene interested in visiting the New Milford shelter.

Board all agreed to have the long stainless steel countertop removed in the cat room along the window wall since it's not at all necessary. Removal will allow for additional cat condos.
Discussion about sale of counter by Town or use in another area of FH campus.

CATS

Jen Cramer reviewed the Cat Ordinance and summarized findings about procedure for accepting cats into the facility.

Robin Olson prepared an intake protocol for all incoming cats/kittens. Also created Cat Medical History form to assist in guiding intake and to keep a record for adopters once cat is vetted and ready to leave Animal Control. Jen Cramer Reviewed and incorporated new Cat Ordinance into newly developed Cat Intake and other cat-related documents. **Exhibit B** Board voted to accept both documents.

Olson noted the need for quarantine areas for incoming cats. Two kennels were ordered to be placed in the training room. Received.

Olson has contacted Peter Wolf, a noted expert on setting up TNR (Trap, Neuter, Return) policies and feral cat colonies to develop protocol for handling of feral cats. Mr. Wolf is willing to assist the ACAB. Information about Mr. Wolf can be found here: <http://www.voxfelina.com/about/> and here: <http://www.prweb.com/releases/peter/wolf/prweb10709423.htm> Active discussion and plan of action need to be developed.

Jen Cramer introduced a proposed draft developed by Cramer and Olson on feral cat protocol.

Until final protocol is accepted, only injured feral cats are brought to shelter. Other feral cats are currently being handled by The Animal Center.

Olson and Cramer are currently developing screening protocol for cat volunteers.

Olson discussed live video cam for the Cattery. Need to evaluate options for cameras since a security system is due to be installed in the few months. Noted that Matt Schaub would also like video cameras to oversee activities of dogs in certain areas in and outside the kennel.

ADOPTIONS

Voted to impose a \$100 surrender fee for Newtown residents surrendering dogs to the Town (to be instituted at the discretion of the ACO). Members Olson and Cramer will use the current dog surrender form to develop a surrender form for cats.

Discussed long term adoption plans including the need for a trainer to work with dogs. ACO Mason stated that they have a trainer for the more aggressive dogs, but still need a trainer for the other dogs.

Board voted to evaluate the costs of medical treatment for animals housed at the shelter on a case by case basis.

Board voted to have Shar Pei, Max, evaluated by veterinary ophthalmologist. Appt with NVS on March 22. Follow-up scheduled.

Board voted to have surrendered pit-cross Bubba evaluated by orthopedist for repair or amputation of badly repaired hind leg. Orthopedic Surgeon has suggested amputation as the best option. Amputation surgery successful. Bubba adopted in June, 2013.

Frank McClosky took on the task of researching dog rescues, fosters and sanctuaries. Robin Olson took on the same task for cats. Frank M has prepared a preliminary list. [Exhibit C](#)

Discussion on how to handle private adoptions that are released by MT. Pleasant to shelter. Voted to have Mt. Pleasant sign the animal over to town.

DOGS/ TRAINING

Walkers/Volunteers

Discussed the inconsistency of the leash law between the Town and the State.

Facility property is surrounded by state property and residents walk their dogs off leash on state property and, due to lack of path, volunteers were walking shelter dogs off town property.

Discussed the need for signs designating town property. Contacted Rob Sibley at land use. Has put markers around property and will erect signs outlining town property and leash law. Sign approved by CC. To be erected within the next 2 weeks.

Chair Henderson contacted Amy Mangold at Park and Rec for the need for a walking path area around facility. Mangold forwarded to Samulelson. No positive feedback to date.

Reflective vests were ordered and received for volunteers "Newtown Volunteer" with a paw print.

Chair prepared new rules for volunteer walkers. Voted in. [Exhibit D](#)

Minimum Age for volunteers set at 18.

Once all insurance issues are settled Chair will write a press release announcing the need for volunteers.

Discussed not allowing loose shelter dogs in public areas of shelter, and need to post signs in public areas cautioning the public about shelter dogs.

ACO Mason will purchase sign in- and out logs for all volunteers to sign. Done.

It was decided by underwriter and vote of Board that current Trainer Rob Mullin will only act as volunteer since he does not carry insurance. It was also decided that if he does follow-up with adopted

dog in the home, it must be as volunteer. Shelter will provide a document describing ongoing training to be by contract with Mullin personally.

Trainers:

- 1- Must provide their own liability insurance if they are to be paid.
- 2- If volunteering, individual doesn't need separate insurance, but must sign Volunteer and town waiver forms.
- 3- Can go out to homes for free training consult only once -as a volunteer and within assigned duty/scope.
- 4- Shelter can provide a list of trainers for families, but cannot recommend
- 5- Shelter should do background check on any trainer being sent out to homes by shelter
- 6- Board voted that dogs can be brought back to shelter for training with Mullin as volunteer.

Rob Mullin has signed Town Volunteer and Waiver forms.

INSURANCE

Board discussed the insurance issues for walkers and volunteers. Chair suggested the Board contact Town's insurance underwriter and request that she attend a Board meeting. Chair contacted Marion Chamberlain, town insurance underwriter, and invited her to speak to Board about insurance implications.

Underwriter addressed Board on February 20, 2013 on "possible" liability issues/concerns and "scope of duties" as outlined in town insurance policy addressing volunteers. (Language in policy reads that the Town covers volunteers ". . .for acts within the scope of the duties assigned by you" meaning duties assigned by Town staff..

All walkers will keep dogs on leash at all times outside of facility and will not leave town property.

Shelter animals may be taken off property by staff with assistance of volunteers for adoption events.

Reviewed and made changes to town volunteer policies and waiver as per Marion. Chair requested an email copy of the Town policies and Procedure document to make changes but as of July 7, 2013 the document has not been received. **Exhibit E - Changes to be incorporated into document when it is received.**

DEVELOPMENT OF PROGRAMS

ACO Mason indicated that Shelter p/t employee, Amy Sullivan would like to develop an educational program for children to be held at the shelter. It was decided that Sullivan will need to outline her plans for the program and present them at a Board meeting for approval. No date for this has been set.

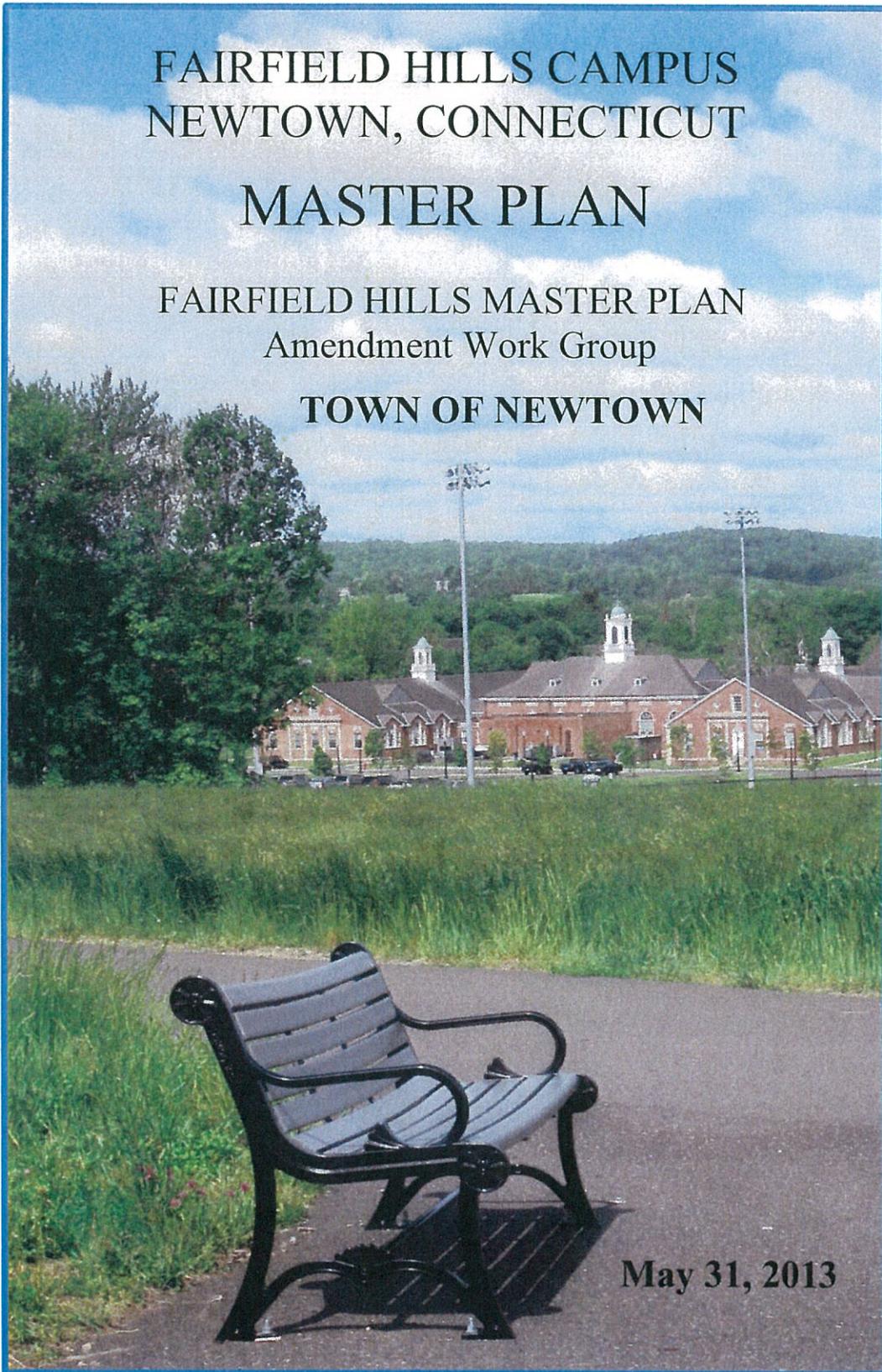
Brian Kilcommons to set to speak to the Board on May 22, 2013 about shelter programs, volunteers and handling of shelter animals. Informative discussion held with Kilcommons and the Board on May 22.

FAIRFIELD HILLS CAMPUS
NEWTOWN, CONNECTICUT

MASTER PLAN

FAIRFIELD HILLS MASTER PLAN
Amendment Work Group

TOWN OF NEWTOWN



May 31, 2013

Date	Chronology of Actions Relative To Approval of the Master Plan For Fairfield Hills and Use Guidelines for the Property
March 3, 2003	<p>Ad Hoc Committee submits Plan to Board of Selectmen</p> <p>April 7, 2003 Board of Selectmen approves Plan with 2 revisions:</p> <ol style="list-style-type: none"> 1. Preferred site for new Town Hall is current Shelton site. 2. Buildings proposed for private use should be leased rather than sold. In all cases, land shall be leased only.
June 18, 2003	<p>Legislative Council approves Plan and incorporates three documents attached:</p> <ol style="list-style-type: none"> 1. Status of In-Fill Component of Fairfield Hills Master Plan with additional provision that all parking will be without charge. 2. Fairfield Hills Authority Building and Use Specific Responsibilities. 3. Conflict Resolution Language
February 17, 2004	<p>Board of Selectmen adopts changes to the plan as follows:</p> <ol style="list-style-type: none"> 1. Architect should perform study of the cost effectiveness of renovating Shelton House versus building a new Town Hall on the Shelton House site. 2. Demolish Plymouth Hall and Stamford Hall. 3. Do not initially demolish the single-family homes pending results of resident survey. 4. Master Plan should provide for the opportunity for relocation of police and/or fire facility.
April 5, 2004	<p>Board of Selectmen adopts changes to the plan as follows:</p> <ol style="list-style-type: none"> 1. Modify the vote of 2/17/04 relative to the demolition of Plymouth Hall to have the architect perform a study of the cost effectiveness of renovating Plymouth Hall versus constructing a new building once a reuse has been determined.
October 4, 2004	<p>Board of Selectmen votes to submit the Master Plan to the Planning and Zoning Commission with the modifications described above as well as a modification to allow the eight single-family residences to be used as single-family affordable housing.</p>
March 17, 2005	<p>Planning and Zoning Commission approves the Master Plan with the condition that the eight single family residences cannot be used as single-family affordable housing since such a use is not permitted in the Fairfield Hills Adaptive Reuse (FHAR) Zone. Before such a use could be permitted, an application to amend the FHAR regulations will have to be submitted to the Planning and Zoning Commission for consideration and possible approval.</p>

- May 17, 2007 Planning and Zoning Commission amends the Master Plan, based on the recommendation of the Fairfield Hills Authority and the subsequent application from the Board of Selectmen as follows:
1. Bridgeport Hall is designated for Town Office Reuse
 2. Shelton House is to be demolished, with no specific use provided.
- September 20, 2007 Planning and Zoning Commission amends Master Plan pursuant to an application by the Newtown Board of Selectmen as follows:
1. The addition of a recreational facility to be leased to the Newtown Youth Academy in the approximate area occupied by Bridgewater Hall, and supportive parking
 2. Provision for a Newtown Parks and Recreation Building in the approximate location of Litchfield Hall.
- October 4, 2007 Planning and Zoning Commission approves an amendment to the Fairfield Hills Adaptive Reuse Zone that sets maximum building heights to 42ft for buildings without peaked roofs and 60 ft for those with peaked roofs.
- May 17, 2010 Board of Selectmen appoints the Fairfield Hills Master Plan Review Committee.
- July 15, 2010 Planning and Zoning Commission approves an amendment to the Fairfield Hills Adaptive Reuse Zone Permitted Uses to allow a Farmers' Market located at a site designated by the Fairfield Hills Authority.
- October 3, 2011 The Fairfield Hills Master Plan Review Committee presents its final report to the Board of Selectmen for review.
- August 13, 2012 Planning and Zoning Commission approves an amendment to the Fairfield Hills Adaptive Reuse Zone Permitted Uses to explicitly include support for community activities conducted by nonprofit town organizations or by national organizations with local affiliations.
- August 30, 2012 The Fairfield Hills Master Plan Amendment Workgroup meets to initiate the amendment process based on input from the Fairfield Hills Master Plan Review Committee.
- May 31, 2013 The Fairfield Hills Master Plan Amendment Workgroup finalizes their work on the Amended Master Plan.

For official purposes, **TBD**¹ is considered the effective date of the Fairfield Hills Master Plan, as amended.

¹ Official date to be decided by the Planning and Zoning Commission.

Committees involved with forming and amending the Fairfield Hills Master Plan

Fairfield Hills Master Plan Amendment Work Group (2012)

George Benson
Marjorie Cramer
Lilla Dean
Paul Lundquist
Deborra Zukowski

Fairfield Hills Master Plan Review Committee (2011)

Michael Floros, Chairman
Robert Maurer, Vice Chairman
Paul Lundquist, Michael Mossbarger
Ben Roberts, Nancy Roznicki
Alan Shepard, Gary Steele
Deborra Zukowski

Diapraxix, Facilitation Consultant

Fairfield Hills Master Plan Ad Hoc Committee (2005)

Robert Geckle, Chairman
Richard Sturdevant, Vice Chairman
Alan Clavette
Kevin Cragin
Al Cramer
Mary Ann Currie
John Martocci
Maira Rodgers
Janice Roman
Charles Wrinn

Board of Selectmen

Herbert Rosenthal
Joseph Bojnowski
William Brimmer

Town Staff

Jan Andras
Elizabeth Stocker, AICP

Consultant Team



Harrall-Michalowski
Associates, Inc.



SmithGroup JJR



Milone and MacBroom, Inc.



Kaestle Boos Associates, Inc.



Fuss and O'Neill, Inc.



The Downes Group

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I. Vision Statement, Uses, and Potential Themes

Vision Statement

We envision the Fairfield Hills campus as a vibrant sustainable destination where all members of the community can go to enjoy recreational, social, cultural, and indoor and outdoor activities. The campus would provide a home for some municipal services and a gathering place for a variety of town-wide events. Small retail stores, restaurants, and professional offices would be nestled harmoniously within a core section of the campus. The well-designed campus would connect the history of the site with its future, with the town maintaining overall control of the property and preserving the campus environment and architectural style.

Supported Uses

Community Culture and Arts: A rich assortment of cultural and artistic events would await residents visiting the campus. These events may include both indoor and outdoor exhibits and performances, as well as arts education classes tailored to diverse age groups and a garden commemorating the facility's history, staff, and patients.

Community Recreation: Indoor and outdoor recreation and sports would provide year-round entertainment. Athletic fields would support local teams and leagues as well as the occasional non-team event, for example pet walks, auto shows, etc. An expanded Parks & Recreation facility would house the department staff, pools, teen meeting zone, etc. During summer, trails and open spaces would provide opportunities for walking, hiking, and bird watching while winter would provide the outdoor enthusiast with opportunities for cross country skiing, sledding, and snow shoeing.

Town and Community Services: A portion of the campus would provide for community needs, such as social services, emergency services and a town green.

Open Land: The open feeling of the campus results from much undeveloped land between buildings on the core campus as well as larger designated Open Space areas such as the High Meadow and the East Meadow. Areas on the core campus would be available for community initiated use such as community gardens, playing fields and community events. The designated Open Space land would be left undeveloped in perpetuity and available only for passive recreational use under the jurisdiction of the Conservation Commission.

Commercial/Economic: Limited retail / restaurant businesses would be available to serve the needs of those participating in activities on the campus. In addition, a few buildings would house small-businesses and professional offices, creating a rich entrepreneurial environment for the Newtown community. Such use could potentially provide a small revenue stream to help the town reduce the overall financial burden of the campus.

To help make such limited commercial development more viable and to address housing diversity needs within the Newtown community, proposals that provide rental housing on upper floors of selected buildings should be allowed for site review and public input. Should the

proposal pass such review, then such rental housing can be added as a commercial use. The overall scope of rental housing should be limited and should in no way impact the use of the overall property. No standalone or non-rental housing would be allowed.

Potential Cohesive Themes

The uses above reinforce one another when viewed more holistically as elements of an overall theme for the property. Three distinctive themes emerge from the broad vision above that have the potential to inspire the town and galvanize resources for development. These themes surfaced during the public participation sessions held by the Fairfield Hills Master Plan Review Committee and were highly supported by its survey results. The themes below are not intended to be mutually exclusive. Rather, they could be designed to complement one another, thus the long term development of the property may be a blend.

A Community Culture and Arts Destination: This theme enhances the cultural opportunities available to visitors by expanding the number and extent of arts venues and educational experiences. It also could grow to include an art school, museums, galleries, and a space for artists' studios, along with retail businesses that cater to artists and their customers.

A Community Recreation Destination: This theme extends the recreational opportunities by working with the private sector to provide a wider range of activities including, for example, an ice rink, arcade, YMCA (or equivalent), retail focusing on recreational activities, and classes like rock climbing and plant identification, etc.

Agricultural Activity and Destination: In conjunction with the general uses for recreation, culture and arts, and community services, the campus could support a range of activities connected to the sustainable agriculture movement. These might include organic farming of vegetables and the use of this food (and that from other local farms) in a "farm to table" restaurant and perhaps even in local schools.

II. Background and Process for Creating and Amending the Master Plan

At the June 2001 Town Meeting, the voters of Newtown approved the bonding for the purchase of a 186-acre southerly portion of the Fairfield Hills Hospital site containing the main campus at its core, a significant amount of undeveloped property, and a small two acre parcel on the north side of Wasserman Way containing the fire station and machine shop. The larger balance totaling 336 acres of the original Fairfield Hills Hospital property has been retained by the State of Connecticut for the Governor's Horse Guard and related uses; transferred to the CT Department of Agriculture for permanent open space; proposed for permanent open space to protect Deep Brook; and proposed for sale to the Town for expansion of the Commerce Road Business Park. In addition, 19.2 acres is the site of the John Reed Intermediate School. Figure 1 shows the various parcels comprising the bulk of the original Fairfield Hills Hospital property.

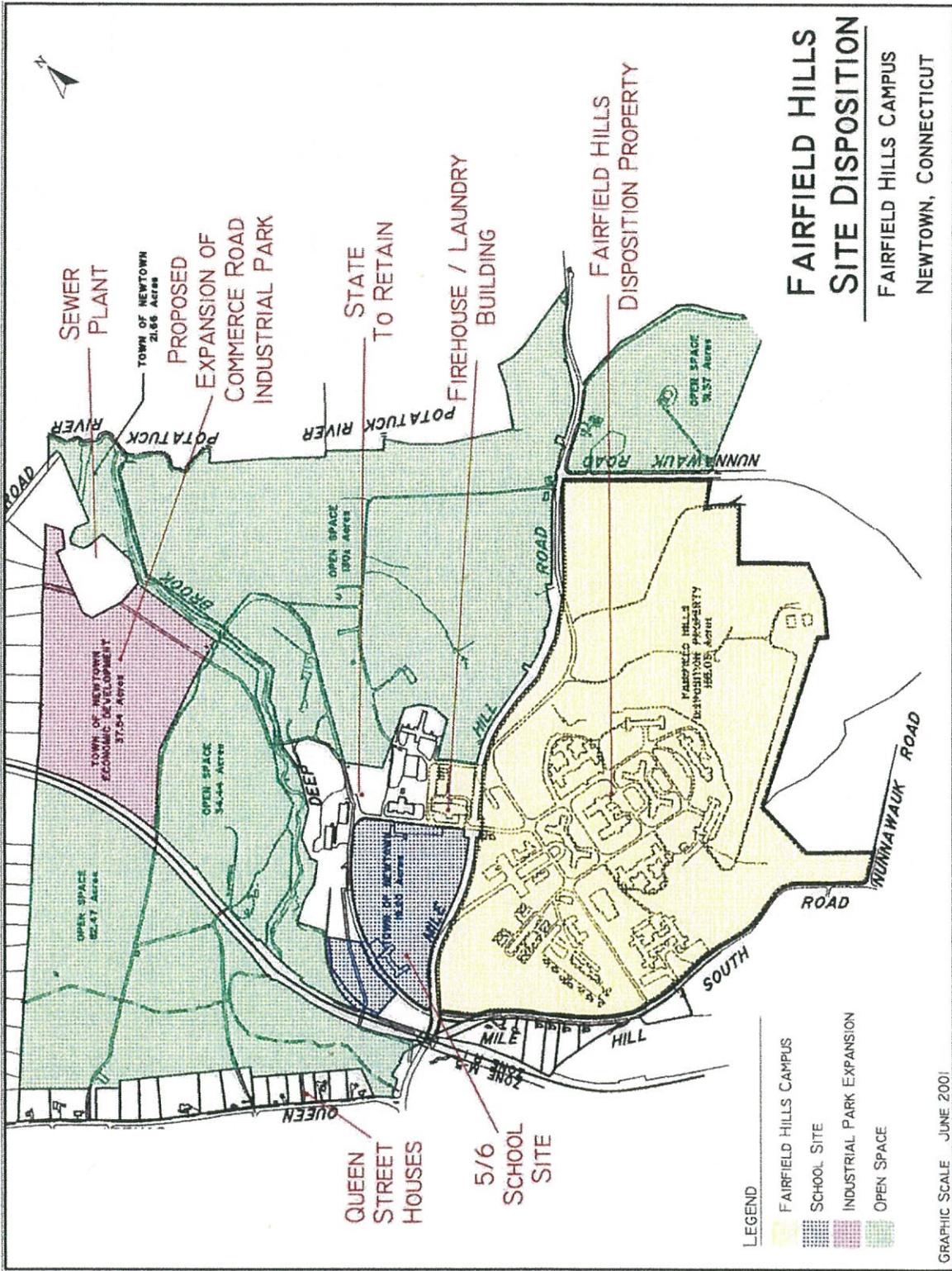


Figure 1: Fairfield Hills Campus — Site Disposition (from 2005 Master Plan)

The southern parcel of the figure shows the 186 acre Fairfield Hills campus, including the original hospital buildings². The portion of the campus on which the buildings stand is called the core of the campus, and will be referred as the “core campus.” Thus, the campus includes the core campus and the undeveloped meadows and open areas to the east, west, and south of the core.

The Town Meeting vote authorized a variety of activities to be undertaken by the Town including preparation of a Master Plan for the 186-acre campus. The material distributed at the Town Meeting established five themes for the original Master Plan. These themes were:

- The Campus should contain a substantial un-built component inclusive of both active playing fields and passive open space.
- One or more of the existing structures should be renovated and adapted for use as Town offices and possibly educational uses.
- Selected structures within the entry plaza portion of the Campus should be renovated for economic development activity, such as small professional offices.
- A core area of the Campus could be reserved for revenue generating economic development activities compatible with other uses and the surrounding area.
- All components should be provided within the context of a master plan that preserves the campus environment, with the Town maintaining overall control of the Campus.

In addition to preparation of the original Master Plan, the Town Meeting authorized the following program components:

- Secure all agreements/approvals for water rights.
- Secure environmental insurance.
- Purchase the property.
- Construct playing fields for a net increase of seven fields.
- Remediate site conditions.
- Remediate and demolish buildings needed to accomplish program components.
- Renovate a building for Town and Board of Education purposes.
- Improve the general site and infrastructure.

These activities were assigned a budget of \$20,123,600 as part of Phase I and Phase II of the Fairfield Hills Campus Cost Estimates. A Phase III was included for the disposition of additional buildings including demolition if required. There was no funding approved for these Phase III activities. It was assumed that such activities would be funded from other sources including the possibility of non-town investment. In summary, the original funds were targeted for the following three accomplishments:

- Purchase and long-term control of the site.
- Seven additional playing fields.
- A building to accommodate Town and Board of Education administrative needs over the next 15 to 20 years.

² The original hospital buildings are shown in more detail in Figure 3.

Based on the direction provided at the Town Meeting, the Board of Selectmen established a process to refine the Master Plan for Fairfield Hills, gain resident input, and move the Master Plan through the local approval process including approval by the Planning and Zoning Commission in accordance with the Fairfield Hills Adaptive Reuse section of the Newtown Zoning Regulations[1]. A key component of the process was the 2005 appointment by the Board of Selectmen of a ten-person Fairfield Hills Master Plan Ad Hoc Committee that welcomed and fostered community participation. In addition a 5-year review process was initiated in 2010, and the Fairfield Hill Master Plan Review Committee was seated. This Committee was charged to undertake a community-engaged process to understand changes that may have occurred since the initial Master Plan and their impact on the community's perspective for the property, using the original plan as a starting point for its review. The 5-year review process was, and is still, a very important aspect of the Master Plan and should continue until such a time when the character of the property more fully emerges.

The central philosophy of the original Fairfield Hills Master Plan Ad Hoc Committee was one of flexibility. The Master Plan[2][3] proposed by the Committee in 2005 addressed immediate needs as expressed by the community while retaining future opportunities that come with the purchase of the Campus from the State. Accomplishments guided by the original plan include:

- Newtown Youth Academy
- Municipal Center
- One full-sized baseball field with lights to extend playable hours
- Partial implementation of a trail system
- Infrastructure improvements, like roadwork, parking, electricity, broadband, telephone, gas, and stormwater drainage upgrades
- Demolition of five buildings
- Enhanced agricultural use, including the Newtown Farmers' Market and Victory Garden
- Growing use by community groups, including Relay for Life, Walk the Night, and the Newtown Arts Festival
- Emergency Communication Center
- Emergency Services Building (in progress).

As listed above, two of the three accomplishments called out for Phase I and II by the Master Plan Ad Hoc Committee have been achieved. The third, the proposed seven additional playing fields, has been partially met. Since 2005, the needs for such fields have changed based on population trends and economic forces. In addition, other changes throughout the town have impacted the development of the site, including the economic downturn, the continued deterioration of the buildings, as well as the construction of a high school addition among other factors. These changes influenced the recommendations provided by the 2010 Master Plan Review Committee[4] and the subsequent amendments to this document.

III. Physical Characteristics of the Campus

A. Overview

The Fairfield Hills Campus contains several physical attributes that combine to make it a unique property in Newtown's future. The best way to describe these characteristics is through a series of graphics and supporting technical reports. The features comprising the Fairfield Hills Campus experience include the natural and built environments as well as the relationship to the surrounding area including views to the north over the agricultural land and the residential areas to the west and south.

For purposes of description, these physical characteristics are presented on two summary maps of the Campus:

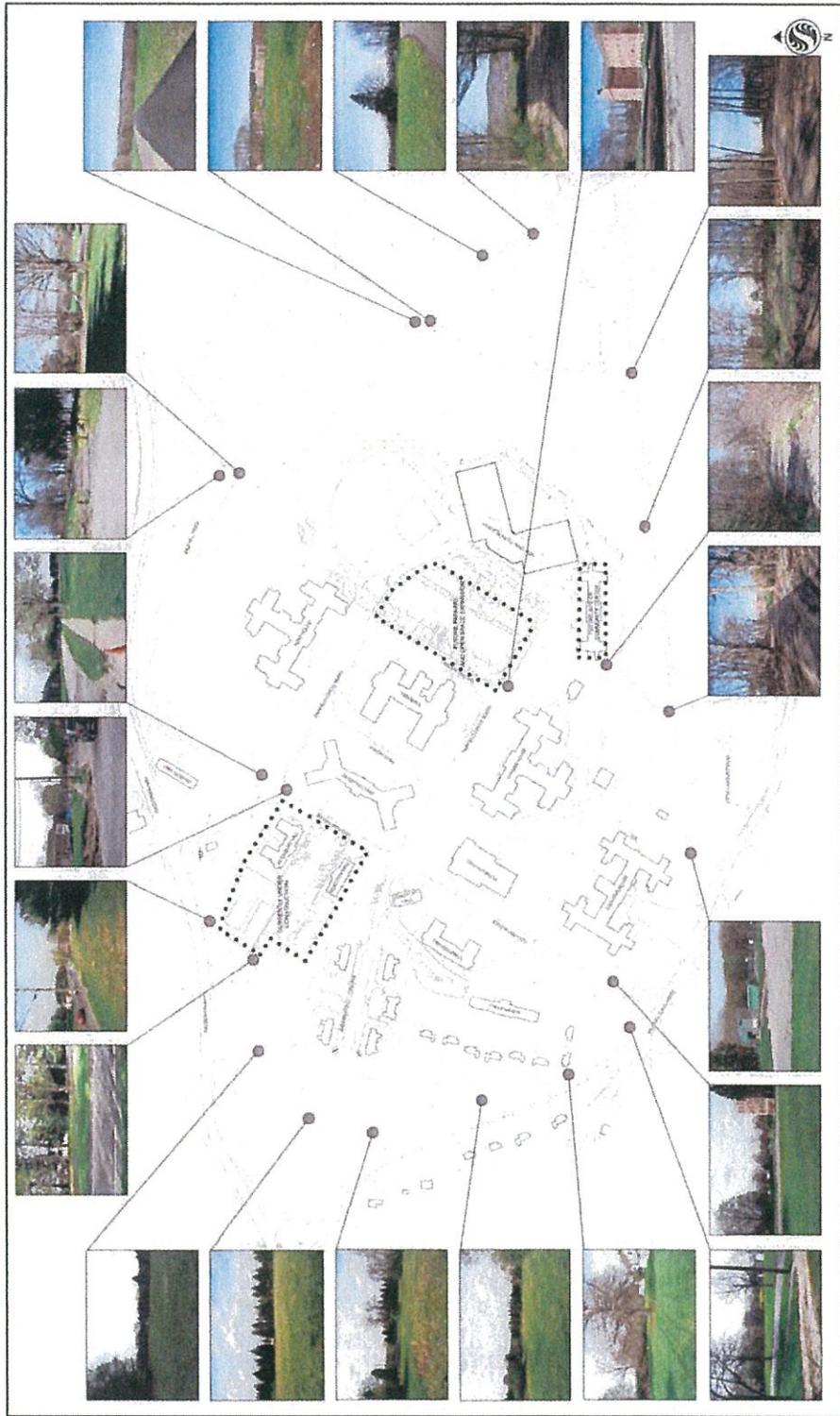
- Existing Conditions/Site Photos
- Natural Systems Site Inventory

The Existing Conditions/Site Photographs Map shown in Figure 2 gives the reader a feel for the Campus as if one is standing at various locations. The key on the map locates 26 spots with a corresponding photograph for each view from that spot. The 26 spots have been selected to present both the built environment; i.e. buildings and the internal circulation system that connects the buildings physically and visually as well as the natural environment viewed from various locations. It should be noted that as part of the community dialogue process from the Master Plan Ad Hoc Committee, a video was produced that presented many of these views as well as interior tours of many buildings.

The figure includes the completed Town Municipal Center, Newtown Youth Academy, and ball field. It also shows three efforts, in the dotted boxes, that were underway in 2009. Since then, the public parking noted between the municipal center and the youth academy has been completed. In addition Litchfield and Yale have been razed, in preparation for the community center. Infrastructure, landscaping, and parking near Newtown and Woodbury Halls is still in progress.

The Natural Systems and Site Inventory Map, shown in Figure 3, diagrams natural features comprising the environmental framework within which the original planning process was undertaken. The natural features include steep terrain, wetlands, streams and drains, floodplain areas, surface drainage patterns and woodland cover.

Three technical studies were included in the 2005 Master Plan that supported the graphic material. One study identified the wetlands on the site and provided an evaluation of the value of these wetland areas. The second study provided a detailed inventory of trees within the Core Campus including an assessment of the landscape value and health of 233 individual trees. This detailed inventory was an important guide for the initial site planning, assuring that the mature vegetation which contributes greatly to the character of the Campus was retained to the greatest extent feasible. The third study discussed the role of the Aquifer Protection District regulations.



EXISTING CONDITIONS - SITE PHOTOS
MAY 12, 2009

FAIRFIELD HILLS' TRAILS
NEWTOWN, CT

Figure 2: Existing Conditions (2009) / Site Photographs (from 2005 Master Plan)

In addition, a review of the site was undertaken by the Conservation Commission in 2011 as part of the Master Plan Review effort. The key issues for each are summarized in the remaining portions of this section. To review the details of the studies, refer to the 2005 Master Plan document and the subsequent Master Plan Review Committee Full Report. To access updated documents and studies, visit the Newtown Land Use office at the Municipal Center.

B. Inland Wetlands Mapping and Evaluation

A field evaluation, done as part of the original Master Plan process, confirmed wetland mappings from earlier resources, though a subsequent 2013 study within the western meadow area (the West Meadow) indicated that there are wetlands within that area too. In other areas of the campus, several unmapped intermittent watercourses and drainage ditches were observed. Figure 4, Wetlands Mapping, shows the location of wetlands as identified in the original Wetlands Study provided in the 2005 Master Plan and augmented the current results from the 2013 study of the West Meadow. Most of the wetlands are all located in land that will be designated as Open Space, see section V-D, and so are further protected from development. The wetlands within the West Meadow may also be designated as Open Space.

C. Tree Survey

Much of the outstanding visual and natural environment of the Fairfield Hills Campus is shaped by the mature trees and other plantings. To assure that the preservation of such trees was an integral part of the Master Plan and future detailed site planning, a comprehensive survey was completed. This survey covered the Core Campus and included 233 individual trees. Each tree was identified by species, size, landscape value and health. The Landscape Value rating used the numbers 1-4, 1 being a tree of least value and 4 a tree of most value. Several factors were used to rate a tree's value. The most important factor was the current health of the tree. Tree health has its own rating column to call out trees that need professional assistance or removal. Also taken into account was how important the tree's location and size was in the scheme of the campus landscape. (i.e., is the tree part of a grand allee, does it frame the entry to a building, is it a large single specimen, is it working with other trees to create a space). Another factor taken into account was the tree species, where heavier weighting was given to trees of unusual species (i.e., *Ginkgo biloba*, *Liquidambar styraciflua*, ...). Historically "New England" trees (*Acer saccharum* and *Ulmus americana*, ...) also received higher ratings. Species that are listed on the Connecticut Invasive Species List (e.g., *Acer platanoides*) received lower ratings. The original tree survey is available in the 2005 Master Plan and is also included in the 2007 Landscape Design Guidelines[6].

The Master Plan is based upon an approach that focuses development in areas with existing buildings. It also maintains the existing road and sidewalk network within the Core Campus. This encourages the retention of the overwhelming majority of the highly rated existing trees. In addition, mitigation of invasive species is ongoing. In new areas where plantings are proposed, native species are required.

D. Pootatuck River Aquifer Protection District

The northeastern one-third of the campus is situated within the Pootatuck River Aquifer, a federally protected sole source aquifer, as shown in Figure 5, and is based on a more recent Geological Study[7]. The Pootatuck River Aquifer consists of interbedded layers of sand and gravel with lesser amounts of silt and clay. The aquifer is susceptible to contamination due to its relatively high permeability and shallow water table. The aquifer is recharged from precipitation that percolates through shallow soils and via water from the Pootatuck River and its tributaries.

For planning and zoning purposes the Town of Newtown regulates the area located above the Pootatuck River Aquifer as an aquifer protection district (APD). The Town's intent in regulating the APD is to promote the health and general welfare of the community by preventing the contamination of groundwater resources and to protect groundwater quality to ensure a present and future supply of safe and healthy drinking water.

The zoning regulations for the APD are applicable in addition to the requirements for the underlying zoning district. In the case of the campus, the underlying zoning is Fairfield Hills Adaptive Reuse (FHAR). Both the regulations of the APD and FHAR zones are applicable and in the event of conflict the more restrictive regulation applies. Thirty uses are permitted in the FHAR zone, subject to the obtainment of a special exemption from the Planning and Zoning Commission. Permitted uses in the APD include single family dwellings, open space/passive recreation, managed forest land, and wells and accessory equipment for the purpose of providing public water. With a special exemption from the commission, principle and accessory uses for the underlying zoning district are permitted with the exception of prohibited uses that are outlined in the planning and zoning regulations. These prohibited uses generally include activities that involve the handling of significant quantities of petroleum products and industrial chemicals.

This portion of the campus occupied by the APD would require a special exemption from the commission to meet the requirements of both the underlying zoning (FHAR) and the APD zoning overlay district. The procedure for obtaining such an exemption requires that the commission arrives at a finding of no significant environmental impact for the proposed activity with regard to the Pootatuck River Aquifer. The submission of an Aquifer Impact Assessment that provides baseline information would be required for the commission to evaluate the special exemption and ultimately arrive at a finding of no significant environmental impact.

The Master Plan does not propose any activities other than open space as well as passive and active recreation for the area within the bulk of the APD. There is, however, a small section that extends into the Core Campus. As mentioned above, a special exemption would be needed to develop within that portion of the campus.

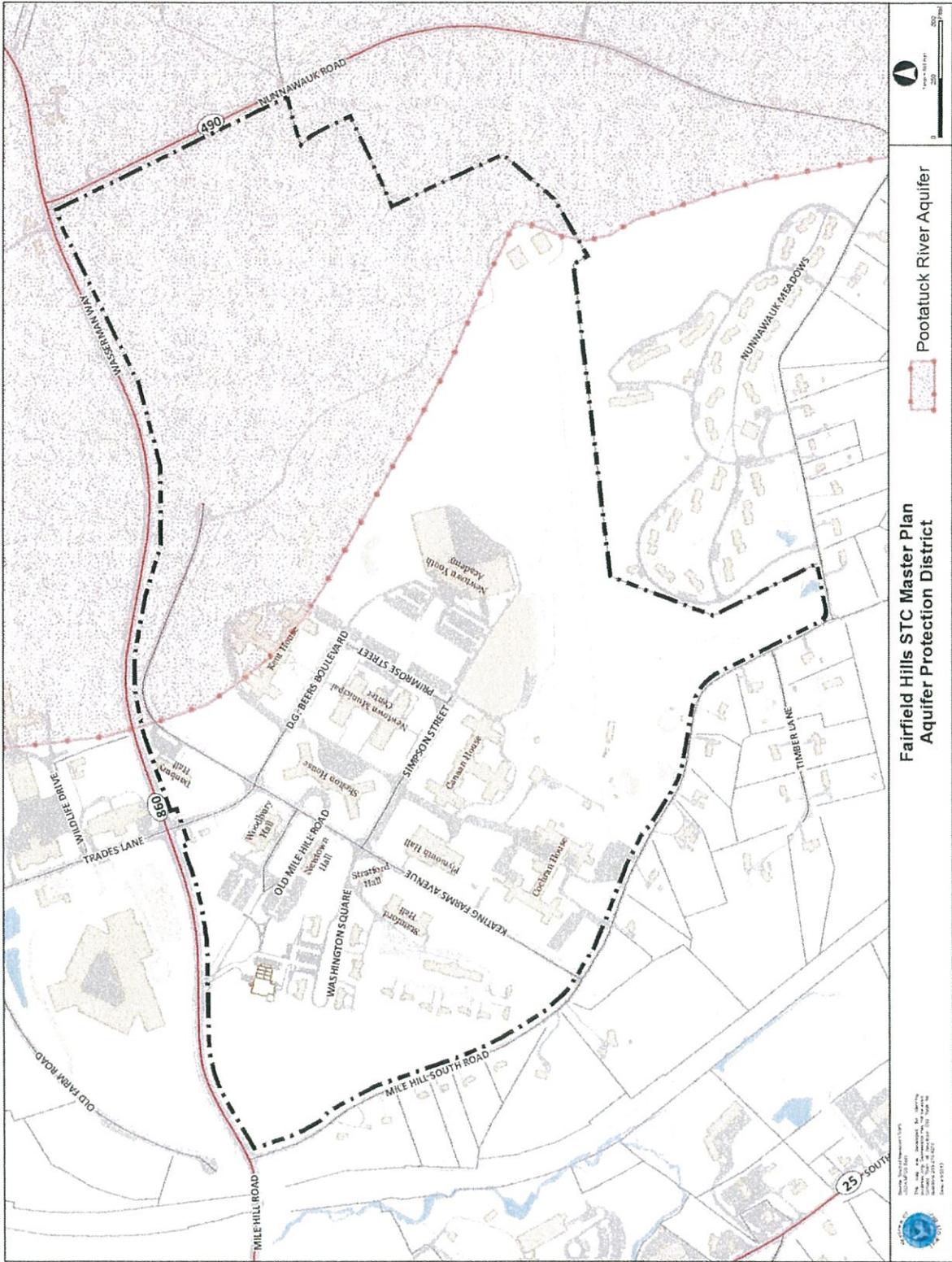


Figure 5: Pootatuck River Aquifer

E. Conservation Commission Findings

The Conservation Commission recommends that large parcels of land within the Fairfield Hills property be preserved as designated Open Space areas. The Commission cited the following notable features on these areas.

- Rolling contoured land
- Scenic vistas from many perspectives
- A network of actively used trails, some improved
- Diverse habitats including
 - meadow,
 - deciduous and coniferous forested areas,
 - edge habitat
 - wetlands
- Wolf trees
- Waterways
- Rock walls
- Chimney ruins
- Wildlife corridors
- Many bird species (Bobolinks, warblers, woodcocks, blue birds, screech owls, turkey vultures and red tailed hawks have been observed.)

These lands are of particular importance for a variety of reasons including environmental health, biodiversity of plant and animal life, passive recreation opportunities, and pleasing aesthetics.

The vistas provided from and of the campus along Wasserman Way and Mile Hill South Road offer a rural, scenic town corridor for both residents and visitors to town. Maintaining Newtown's rural character has been documented as being very important to Newtown residents.

There are also very practical reasons to preserve large tracts of uninterrupted land which will support diverse species of plant and animal life. Such biodiversity is key to maintaining healthy environments. Large tracts of land also enhance air and water quality

Because development, and the resulting parcel fragmentation, causes decreasing biodiversity of flora and fauna, as well as increasing incidence of zoonoses, preserving large uninterrupted tracts of land should help to protect the environment as well as the health of Newtown residents.

These diverse habitats support many different bird species, including songs birds, birds of prey and migrating birds. Birds of prey are important given the increase in small disease carrying rodents that occurs with development and forest fragmentation. Habitat for migrating birds is important because these birds depend on large, visible areas of undeveloped land as they fly to summer or winter habitats and such areas have become less prevalent throughout the region.

Finally, these larger parcels will provide opportunities for passive recreation such as walking, hiking, bird watching, etc. Opportunities to interact with Nature are a healthy, positive, and inexpensive way to deal with the stresses of modern life.

The already developed land in Fairfield Hills is currently used for running, walking, dog walking, cycling, etc. and makes a natural connection to the undeveloped areas. The Fairfield Hills campus is also a natural site for a Newtown trails hub connecting several already existing trails including Al's trail, the Rail Trail extension from Monroe, and Town property southeast of the junction of Wasserman Way with Nunnawauk Road. Future planning should ensure that sidewalks and trail ways are continuous so that foot traffic can be kept free from motorized vehicles.

IV. Condition and Potential Reuse Potential of Existing Structures

A. Current Conditions

While there is a strong interest in the town at large to save at least some of the buildings within the Core Campus, time is running out for doing so given their ongoing deterioration. In addition, the buildings present configurations that are particularly challenging for developers to effectively reuse, as learned from interactions with potential developers over the past few years. Therefore, the presence of these buildings likely represents a substantial barrier to realizing the economic development potential as well as the recreation and public use themes desired by residents.

Like the buildings, most of the sewer and water supply lines are old and are in need of maintenance and upgrades. The ongoing efforts to map water, sewer, and storm drain lines along with other utilities should be continued and their overall state should be evaluated based on their support of the desired uses.

B. Reuse Potential

Reuse is becoming increasingly difficult as deterioration progresses. As of 2012, Woodbury, Newtown, Stratford, and the Duplexes are the only unoccupied buildings that appear salvageable. Measures should be undertaken to limit further deterioration in these buildings. The others, including Shelton, Plymouth, Canaan, Kent, Stamford, Cochran, Danbury, Norwalk, and the white single family houses have significantly deteriorated and may no longer be in a reasonable state for reuse. In addition, their long-term presence inhibits development and so they should be demolished as funds, either public or private, become available.

Should reuse of a building be deemed uneconomical, reuse of the footprint is encouraged. Any new building (previously called "In Fills") should be sited largely within the original footprint. Deviations from the original footprint are acceptable, if circumstances warrant.

V. Description of the Master Plan

A. General Approach

The following plan balances the competing needs within the community in a way that adheres to the vision articulated by the 2010 Fairfield Hills Master Plan Review Committee.

“We envision Fairfield Hills as a vibrant sustainable destination where all members of the community can go to enjoy recreational, social, cultural, indoor and outdoor activities. The campus would provide a home for some municipal services and a gathering place for a variety of town-wide events. Small retail stores, restaurants, and professional offices would be nestled harmoniously within a core section of the campus. The well-designed campus would connect the history of the site with its future, with the town maintaining overall control of the property and preserving the campus environment and architectural style.”

Aspects of the plan include open space and green ways, community services, recreation, and supportive commercial development. A map, updated in 2007, illustrating these aspects is shown in Figure 7. One key goal of the plan, as also stressed in the 2005 Master Plan, is that development within the campus will be no more intense than when Fairfield Hills was an active facility. This goal is codified in the Fairfield Hills Adaptive Reuse Zone.

While this amended document largely adheres to the plan as documented in the earlier 2005 Master Plan, two key changes – the designation of open space and the explicit allowance of considering rental housing on upper floors of commercial buildings – has been made based on community input gathered as part of the 2010 review and subsequent discussions. Other lesser changes have been made based on the experiences with the property since 2005 including removal of the revenue and cost estimates as well as updates that reference more recently available data. In addition, the discussion on Reuse has been expanded to include building footprints and so the Reuse section supersedes the original section on In-Fills.

It is anticipated that the primary source of other funds will be private investors as well as fund raising activities in the community or grants from federal, state program and foundation resources. However, future Town approvals of other expenditures may occur depending on the nature of the activities and the public benefit, e.g. as may be the case with a new recreation facility and recreational fields.



Figure 6: Fairfield Hills Master Plan Illustrative Map (as of 2007)⁴

⁴ Note that this map is out of date, in that it does not show the Newtown Youth Academy nor the proposed emergency services facility.

B. Reuse of Buildings or Building Footprints

The plan identifies several buildings for specific reuse options. The reuse options are consistent with the characteristics of the existing buildings and needs expressed by the community as discussed in the previous sections. The assumption is that such reuse will be committed within 5 years of plan approval. If the 5 year period expires and no active, feasible proposals for reuse have been committed or if the buildings are deemed unusable because of deterioration, the buildings should be programmed for demolition.

The tables below group the buildings/footprints based on private or public use. Private use includes preferred commercial uses as outlined in the Fairfield Hills Adaptive Reuse Zone, including but not limited to office/professional use, restaurants, and private and non-profit cultural and recreational uses. Public use includes the town municipal building, emergency services, and public recreational (non-field) uses and other community uses. Buildings noted by an asterisk (“*”) are deemed the most salvageable and should be reused if economically feasible. The others may be reused, if possible, though new buildings can be erected that have footprints that are largely coincident with the original footprints. Buildings that have already been repurposed are noted by italics.

Buildings targeted for Private Commercial / Non-Profit Use
<i>Bridgewater House (Newtown Youth Academy)</i>
Canaan House
Duplexes*
<i>Greenwich House (Parking)</i>
Newtown Hall*
Plymouth House
Shelton House
Stamford Hall
Stratford Hall*
Woodbury Hall*

Buildings Targeted for Public/Community Use (excluding playing fields – see section C, below)
<i>Administrator's House (Safety Outpost)</i>
<i>Bridgeport House (Municipal Center)</i>
Kent House
Litchfield House (reserved for Parks and Rec)
Norwalk Hall
Single Family Houses
Yale Laboratory (reserved for Parks and Rec)
<i>Compressor Building (Emergency Communications Center)</i>

In all cases the land under the buildings will remain in Town ownership and the option of sale or lease of buildings and/or site will depend on the specifics of the reuse.

If the building cannot be reused, the building may be razed and replaced with a building as described in the Fairfield Hills Adaptive Reuse Zone regulations. In general:

- the overall architecture and materials should be compatible with the balance of the campus,
- such buildings should be largely situated on the original footprint,
- the building should have no more than three stories, and
- parking is to be shared with other uses to greatest extent possible.

This infill development is now a part of the Master Plan and will no longer require an amendment to the Plan.

C. Recreation Fields

The original areas for active recreation fields designated in the 2005 Fairfield Hills Master Plan have been maintained. However, the number and configuration of the fields is no longer included and is instead deferred to the Parks and Recreation Department.

Buildings Targeted for Recreation Fields
Cochran House
Danbury Hall
<i>Fairfield House (Baseball Diamond)</i>

Before any decision to reuse any building or building footprint listed in the table above for something other than recreation fields, an alternative location on the Campus or elsewhere in town for comparable playing fields must be approved.

D. Open Space and Trails

As mentioned earlier, this amended plan diverges from the original 2005 plan in that it specifically calls out areas for passive open space that support activities such as hiking, cross-country skiing, snowshoeing, dog walking, horse riding, biking, and wildlife study as well as benches. These open space areas are shown in Figure 7 and account for approximately 80 acres, or over 40% of the total campus. The plan encourages trails throughout the rest of the campus to provide safe pedestrian connections across all areas of the property.

In addition, the open space and trails should serve as a central hub connecting existing town-wide trails (including Al's trail, the Rail Trail extension from Monroe, and Town property southeast of the junction of Wasserman Way with Nunnawauk Road) with one another. Community gardens are permitted within the core campus. Haying may continue in the areas designated as open space provided that care is taken to prevent the disruption of nesting birds, other wildlife and natural resources like trees and waterways.

E. Housing

Since first attempting to develop the Fairfield Hills campus, developers who planned to include housing with commercial development have been discouraged from presenting plans. Coincident with this, the 2010 census shows a dramatic decrease in young families, potentially attributed to the lack of housing diversity. While the amended plan still omits housing as an allowed use, the practice of actively discouraging developers from presenting plans that included even a minimal amount of housing may have resulted in a loss of development that would have benefited the community by enabling some development and increasing the diversity of its members. Therefore, this plan allows the site review process – with one or more well-publicized public hearings – to be considered for development proposals that include a limited number of rental units where such units are ancillary to commercial use and where they do not constitute the bulk of the development. In addition, the overall scope of rental housing across the entire property should be limited and should in no way impact the property's intended cultural, recreational, municipal, and commercial uses.

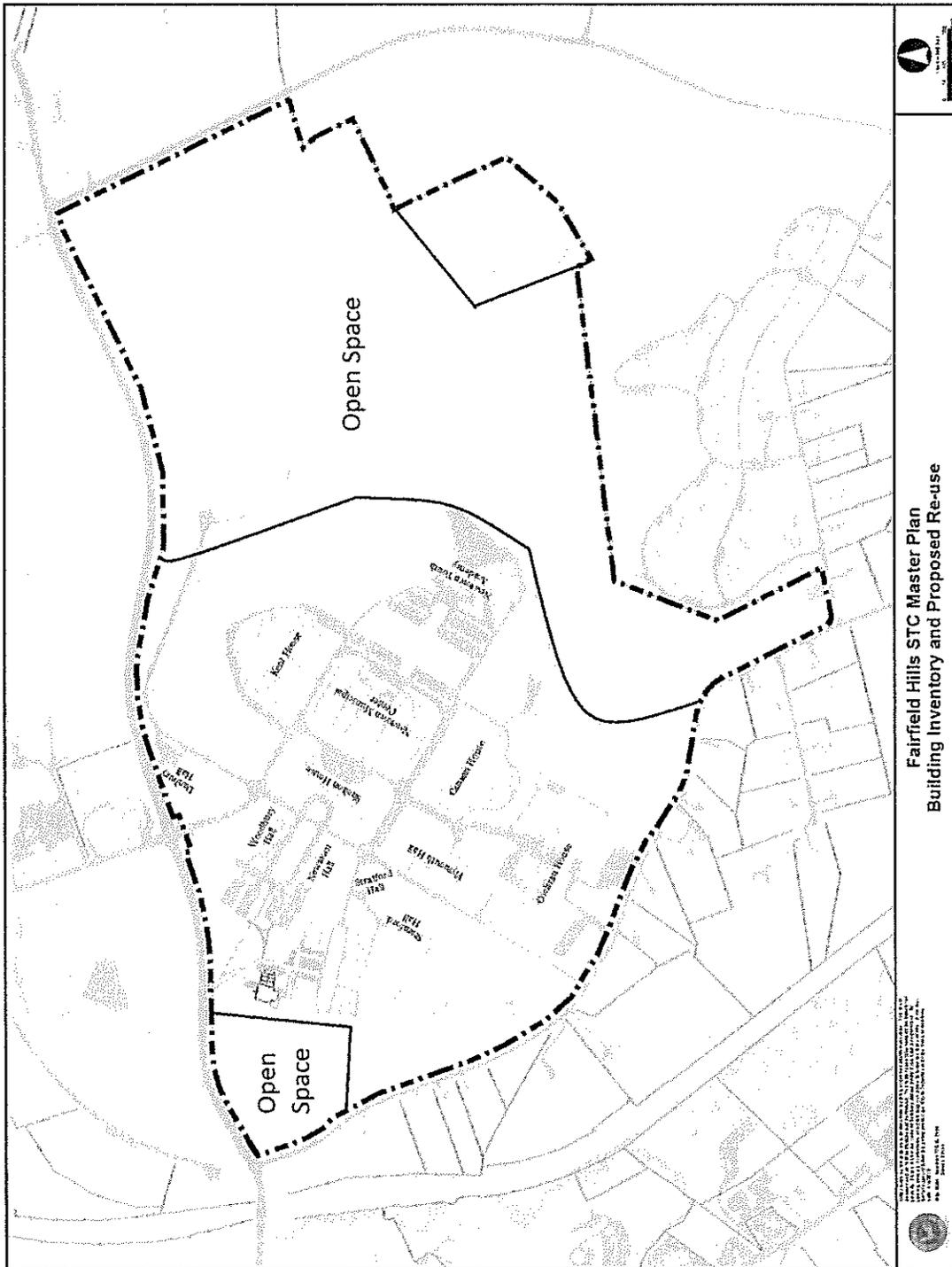


Figure 7: Fairfield Hills Open Space Map⁵

⁵ The figure estimates the Open Space boundaries, based on a hand-drawn map generated by the Workgroup in the fall of 2012. When available, the figure should be updated to reflect more accurate information.

F. How the Plan Meets Community Objectives

The recommended Master Plan meets several basic objectives established by the Newtown community through dialogue over the last two Master Plan efforts. These objectives are as follows:

- **Prepare a plan through a process of extensive public participation.**

The Fairfield Hills Master Plan Ad Hoc Committee held 26 meetings open to the public including invitations to over 45 community groups; sponsored a 2 night workshop in June, sponsored a tour of the campus on Saturday, October 5th with between 350 and 400 people in attendance; produced a video tour of the campus for broadcast on local access TV and sponsored a 2 session workshop on Saturday, November 16th. In addition, the 2010 Fairfield Hills Master Plan Review Committee engaged the Newtown community in a comprehensive review of the plan, including a Community Input Council, two Open Community Conversations that used café-style discussion groups, and a town-wide survey that elicited over 1000 responses. This document has been amended in response to those efforts, especially with respect to the overall vision for the property and the importance of open space to the community.

- **Provide for additional playing fields and new municipal space for Town and Board of Education offices as specified in the bond issue approved by Town Meeting in June, 2001.**

The amended plan maintains the original space allotted for the seven fields. A new plan for the configuration of that space will be provided by the Parks and Rec staff and will be retrofitted into the Master Plan Map when available. Such a reconfiguration may change the number of fields supported, though the final number of fields is expected to be within the Parks and Rec long term needs.

The Newtown Municipal Building is now located centrally within the campus and has provided the community with access to services as needed.

- **Maintain the architectural and site design characteristics of a campus.**

The recommended plan accomplishes this objective by retaining the core buildings. The architecture of any new buildings would have to be compatible with the traditional buildings on the Campus. Guidelines for compatible architecture will be included in the Master Plan submission to the Planning and Zoning Commission. In addition, there is a Landscape Design Guidelines document to further ensure that the design characteristics of the campus are maintained.

- **Conserve open space areas on the campus.**

Land outside the core campus will remain undeveloped Open Space.

VI. Development Procedures

Initial phasing and expenditures outlined in the 2005 Master Plan have essentially been completed, with two notable exceptions being the demolition of Cochran and Danbury Halls and the construction of new playing fields. Current economic conditions have contributed to a less aggressive phasing plan, with several key activities cued up and waiting to be addressed in the current Capital Improvement Plan (CIP). While the CIP is generally considered a five-year planning document, all items are subject to annual reconsideration and approval by the Board of Selectmen, Board of Education, Legislative Council and Board of Finance.

Additional development opportunities from independent, external parties are welcome, and would be reviewed as described below.

A. Scheduled Public Expenditures

The current approved 5-year CIP (2013 - 2014 to 2017 - 2018) includes the following planned activities for the Fairfield Hills campus:

- 2013-2014: Danbury Hall Demolition (\$250,000)
- 2014-2015: Walking Trails Phase II (\$300,000)
- 2015-2016: Building Demolition-unspecified (\$2,400,000)
- 2016-2017: Walking Trails Phase III (\$500,000)
- 2017-2018: Building Demolition-unspecified (\$1,000,000)

B. Procedures for Fairfield Hills Development Proposals

In general, any proposed development should be in compliance with the Fairfield Hills Adaptive Reuse Zone[1] and with the Campus Design Guidelines[6]. Developers are encouraged to meet with the Fairfield Hills Project Review Team, as needed, to ensure that the previous requirements have been met. This team is comprised of Director of Planning and Land Use and the Director of Economic and Community Development.

More specifically, the procedure for developers to submit proposals for projects at Fairfield Hills Campus includes the following:

1. Developer or agent contacts the Project Review team to discuss and introduce the initial project and schedules meetings with the team to develop a conceptual plan that is in compliance with the Newtown Zoning Regulations and consistent with the Fairfield Hills Master Plan.
2. Once the project receives a positive referral from the review team, a site plan will be referred to the Fairfield Hills Authority (FHA), where public comment is invited. The site plan will include the building, setbacks, and parking. If the project receives a positive referral from the FHA it will be contingent upon Planning and Zoning Commission (P&Z) approval and negotiation of the lease.

3. After the conditional acceptance the FHA will refer the site plan to the P&Z and if required the Inland Wetlands Commission. For new building construction, the developer will have to submit an application to the P&Z for a Site Development Plan or Special Exception – if the project is located in the Aquifer Protection District – which includes a public hearing. If the development is a reuse of an existing building the developer has to submit a site plan to P&Z for the approval of parking, lighting, stormwater drainage and landscaping plans. Again, all project applications must comply with Newtown Zoning Regulations.
4. After P&Z approvals, the final site plan will be resubmitted to the FHA for lease negotiations.
5. Once the lease has been negotiated the FHA will refer the project to the Board of Selectman for public hearing and final approval.

VII. Impacts of the Master Plan

A. Traffic and Parking

Currently, the town has approval from the State Traffic Commission for the redevelopment of 338,590 sq ft of building space, including 125,093 sq ft for the municipal center and the youth academy. The report approved by the State Traffic Commission on May 6, 2008[7], indicates that the development is expected to generate an additional 192 vehicle trips during the morning peak and 388 trips during the evening peak times. These volumes were approved by the Department's Bureau of Policy and Planning. Deviations from the submitted report must be vetted with the State Traffic commission. For example, an application was needed for the proposed emergency services facility in 2012.

This section will be expanded should future town-wide traffic studies include recommendations relevant to the campus.

B. Utilities and Drainage

Due to its past use as a hospital, the Fairfield Hills Campus has a fully developed utility infrastructure including public water, sanitary sewers, storm drainage, electric and telephone service. This infrastructure is of varying ages and condition depending on the specific systems. However, in general, the systems date back to the 1930's when the hospital was originally opened with a variety of upgrades over the years. For example, the original sanitary sewer plant serving the Campus was abandoned and the Campus is served by the recently constructed Town sewer plant. Other upgrades have included the covering of what were previously open water reservoirs on the Campus to create concrete water storage facilities. The following describes existing utility infrastructure as shown on Figure 8 the Fairfield Hills Utilities Map.

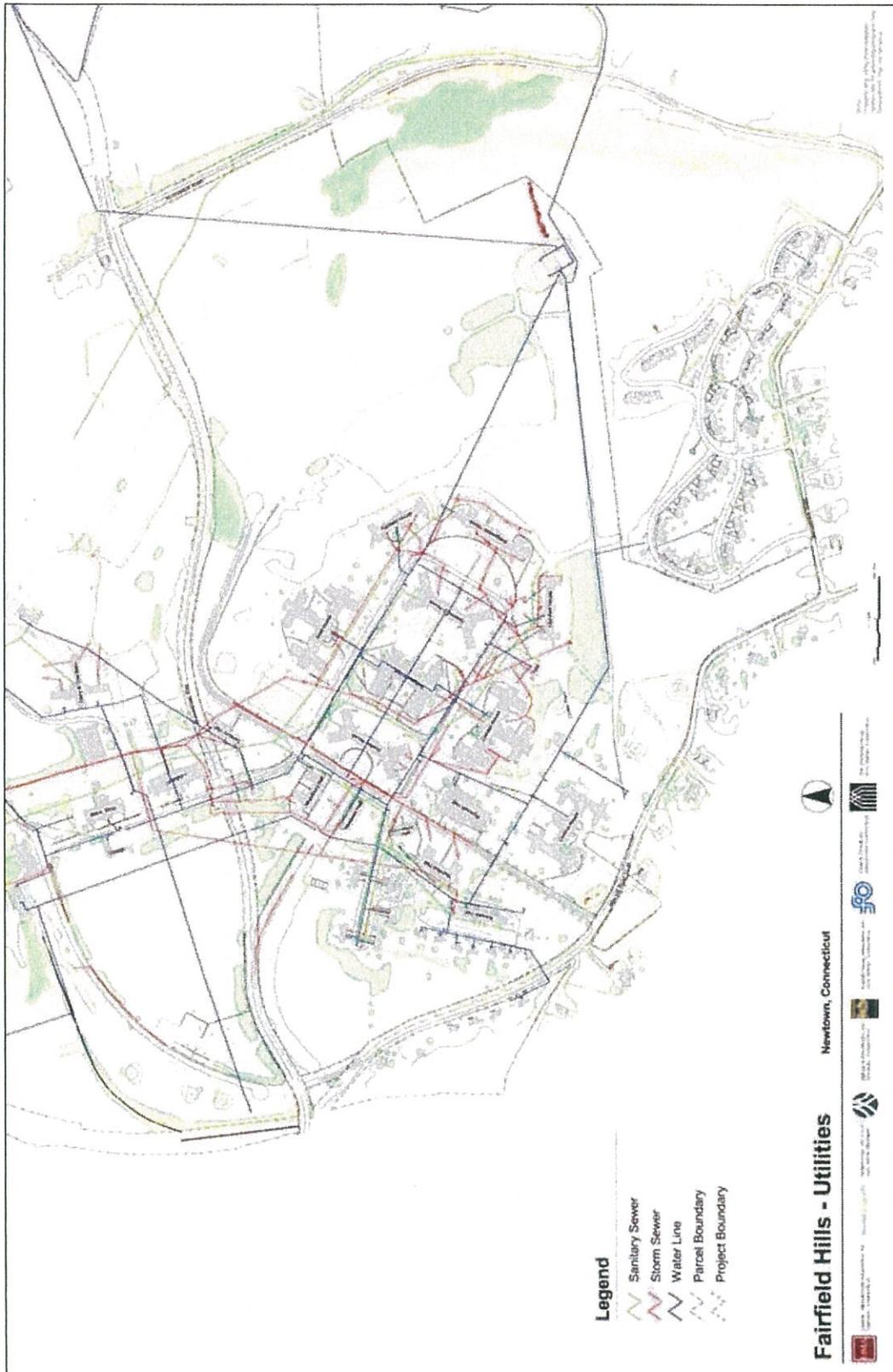


Figure 8: Fairfield Hills Utilities Map

The following is a description of the existing water, sanitary sewer and stormwater systems at the Fairfield Hills Hospital (FHH) campus, based on review of available mapping, visual observations and discussions with Town and FHH management staff.

Water System

Water is supplied to the FHH campus by two stratified drift wells (#7 and #8) located on land owned by the Pootatuck Fish & Game Club (PFGC). (Another well (#3) located on FHH property, has also been used in the past as a partial backup supply.) The PFGC wells are high yield, in the range of 200 to 400 gpm each, and are physically located in concrete buildings, and were installed in approximately 1947. The wells pump water to the pump house on Mile Hill Road. Some minor water treatment is provided at the pump house for chlorination and phosphate addition. This capacity has been determined to be sufficient on a daily basis to meet the needs of the Campus as shown in the Master Plan as well as any future development which may occur.

Well #3 and the pump house are on State owned land. The other 2 wells are on land owned by the Pootatuck Fish and Game Club (PFGC). The PFGC has leased the use of the water to the State, which is a 99 year agreement to supply water to the campus. Water is conveyed from the pump house to two storage tanks on the southeast side of the campus. These two in-ground concrete tanks, or bunkers, are reportedly of 500,000 gallon capacity each. These were originally open storage, but were later covered for water quality purposes.

Most of the water mains were installed in the 1930's, and are reportedly 6" to 12" inch diameter cast iron pipes with leaded joints. Newer mains serve Garner Correctional Institute (8 inch diameter) and the Nunnawauk Meadows Housing Complex (10 inch diameter), and a newer 16 inch main was installed on the campus in the 1950's to improve fire protection capability.

We estimate there are about 30,000 feet of mains in this system that are 6 inch diameter and larger, plus numerous water service lines smaller than 6 inch. Approximately 11,000 feet of this length are the transmission mains between the wells and the tanks and between the tanks and the campus. The 30,000 foot estimate does not include the main to Garner C.I. (approximately 1,900 feet). There is also an interconnection with the United Water Connecticut water system for potable water, which is intended primarily for emergency domestic water supply use.

The system has been transferred to the Newtown WPCA which has contracted with Aquarion to manage the system.

Wastewater Collection System

The sewer system serving the FHH campus was owned by the State, and also serves Garner Correctional Institute and Nunnawauk Meadows. These sewers discharge into the Town's sewer system (installed in 1995) near the FHH's razed wastewater treatment plant, adjacent to Deep Brook.

There are approximately 15,000 feet of sewers in the FHH system. The bulk of the sewer lines were installed in the 1930's and are likely 8 inch diameter vitrified clay pipe (VCP). The VCP of this vintage was not as durable or watertight when it was new as are today's materials, and this VCP has been in place for many decades.

The sanitary sewer system conveys wastewater from each building on the campus, and also collects infiltration and inflow (I/I) from the service area. Infiltration is groundwater that enters the sewer pipes and manholes through cracks and non-watertight joints, while inflow comes from storm drains and roof leaders that are improperly connected to the sanitary sewer. Flow monitoring records from the flowmeter where the State's flow enters the Town sewer system indicate the presence of both infiltration and inflow, and the FHH flows peak significantly when there is a heavy precipitation event. A previous I/I study of the FHH sanitary system also documented significant amounts of extraneous water (I/I) in this older system.

The system has been transferred to the Newtown WPCA which has contracted with Aquarion to manage the system. Based upon the proposed plan for the campus, the allocation of wastewater treatment between the Garner Correctional Institute and other uses is more than adequate to accommodate re-use of the campus.

Stormwater System

The FHH stormwater system collects surface water and groundwater from several sources. A watercourse that drains onto the campus from the Nunnawauk Meadows area is collected near the Canaan House. Catch basins capture surface water from parking lots, roadways and some lawn areas. According to older mapping, each building is connected to the drainage system, where stormwater from roof drains and groundwater from foundation drains enter into the system. This assumption will be checked for buildings that will remain at the campus, as it is possible that some cross connections have been made to sanitary sewers over time, contributing to the observed inflow from the campus to the wastewater treatment plant.

Pipe sizes in the system range from 4" diameter to twin 36" diameter pipes. Pipe material is reportedly concrete. An estimated total of 22,000 l.f. of stormwater pipes are in the campus area.

There are at least 3 stormwater system outlets that drain across Old Farm Road to Deep Brook. The major outlet consists of twin 36" diameter pipes, and is located east of the power plant.

Stormwater Management

Existing Conditions: The campus is situated on a topographic high, west of the Pootatuck River and south of Deep Brook. The 186 acre property drains to both watercourses, however stormwater runoff from the existing campus development primarily drains toward Deep Brook. A small portion of the campus development flows toward the Pootatuck River.

The campus has an existing stormwater drainage system, which was built in the 1930's. A small watercourse flows from the Nunnawauk Meadows area onto the campus, and is captured by the drainage system.

The main stormwater outfall or discharge location is located east of the power plant and storehouse. Twin 36" concrete pipes convey stormwater to a concrete lined channel and eventually to Deep Brook.

Approximately 23 acres of buildings and pavement cover the watershed that drains to the twin 36" pipes. With woods and lawn, the TR-55 curve number is approximately 80.

Proposed Conditions: For the long term plan, drainage patterns on the 186 acre property will not change significantly. Most of the stormwater runoff will continue to be routed toward the twin 36" pipe discharge location at Deep Brook. The existing drainage system is functioning adequately and can remain in place with minor modifications for new catch basin locations.

The proposed Master Plan will consist of approximately 20 acres of buildings and pavement cover, for the watershed that drains to the twin 36" pipes. This is less impervious cover than is on site at present. With woods and lawn, the TR-55 curve number is approximately 79. With the reduction of impervious cover, peak discharge rates and stormwater runoff volumes will be reduced somewhat as shown on the following summary:

	Runoff Volume	Peak Discharge (25 year)
Existing Conditions	39 Ac-Ft	237 cfs
Long Term Plan	38 Ac-Ft	229 cfs

Based upon this future situation, there is no need to provide additional on-site drainage systems or detention facilities. There will be more detailed design undertaken to determine the need for improvements to improve the quality of water which drains into Deep Brook.

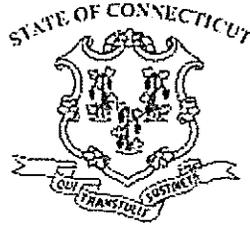
VIII. References

Hardcopy versions of the Master Plan and related documents are available from the Town of Newtown and can be found online as follows:

- [1] Newtown Zoning Regulations
http://www.newtown-ct.gov/Public_Documents/NewtownCT_ZoneRegs/zoning
- [2] Fairfield Hills Master Plan, March 2005
<http://www.fairfieldhills.org/PDF/MasterPlan2005.pdf>
- [3] Modifications To Fairfield Hills Master Plan
http://www.newtown-ct.gov/Public_Documents/NewtownCT_FFHills/ModToPlan.pdf
- [4] The Fairfield Hills Master Plan Review Committee Final Report
[http://www.newtown-ct.gov/Public_Documents/NewtownCT_FFHMPCR/FFHMPCR%20FinalRecommendations\[1\].pdf](http://www.newtown-ct.gov/Public_Documents/NewtownCT_FFHMPCR/FFHMPCR%20FinalRecommendations[1].pdf)
- [5] Fairfield Hills Landscape Design Guidelines
<http://www.fairfieldhills.org/PDF/Landscape-Design-Guidelines.pdf>
- [6] Geological Study. Available at the Newtown Land Use Department
- [7] State Traffic Commission. Available at the Newtown Land Use Department

A RESOLUTION ADOPTING THE PROVISIONS OF 12-81g(1)[AN ACT ESTABLISHING A MUNICIPAL OPTION TO PROVIDE AN ADDITIONAL PROPERTY TAX EXEMPTION FOR ONE HUNDRED PER CENT DISABLED VETERANS.]

Whereas, The Town of Newtown does hereby adopt the provisions of CGS 12-81g(1) which allows an additional exemption for those residents who are deemed one hundred percent disabled by the Department of Veterans Affairs.



Substitute Senate Bill No. 383

Public Act No. 13-224

AN ACT ESTABLISHING A MUNICIPAL OPTION TO PROVIDE AN ADDITIONAL PROPERTY TAX EXEMPTION FOR ONE HUNDRED PER CENT DISABLED VETERANS.

Be it enacted by the Senate and House of Representatives in General Assembly convened:

Section 1. Section 12-81g of the general statutes is repealed and the following is substituted in lieu thereof (*Effective October 1, 2013, and applicable to assessment years commencing on and after said date*):

(a) Effective for the assessment year commencing October 1, 1985, and each assessment year thereafter, any person entitled to an exemption from property tax in accordance with subdivision (19), (20), (21), (22), (23), (24), (25) or (26) of section 12-81, reflecting any increase made pursuant to the provisions of section 12-62g, shall be entitled to an additional exemption from such tax in an amount equal to twice the amount of the exemption provided for such person pursuant to any such subdivision, provided such person's qualifying income does not exceed the applicable maximum amount as provided under section 12-81l, except that if such person has a disability rating of one hundred per cent as determined by the [Veterans' Administration of the] United States Department of Veterans Affairs, the total of such adjusted gross income, individually, if unmarried, or jointly, if married, in the calendar year ending immediately preceding the assessment date with respect to which such additional exemption is allowed, is not more than twenty-one thousand dollars if such person is married or not more than eighteen thousand dollars if such person is not married. [Any claimant who, for the purpose of obtaining an exemption under this section, wilfully fails to disclose all matters related thereto or with intent to defraud makes any false statement shall forfeit the right to claim such additional veteran's exemption.]

(b) (1) Effective for the assessment year commencing October 1, 2013, and each assessment year thereafter, any municipality may, upon approval by its legislative body or, in any town in which the legislative body is a town meeting, by the board of selectmen, provide that, in lieu of the additional exemption prescribed under subsection (a) of this section, any person entitled to an exemption from property tax in accordance with subdivision (20) of section 12-81, reflecting any increase made pursuant to the provisions of section 12-62g, who has a disability rating of one hundred per cent, as determined by the United States Department of Veterans Affairs, shall be entitled to an additional exemption from such tax in an amount

provide that the secretary may waive such forfeiture in accordance with procedures and standards contained in such regulations; and (3) the manner in which the Office of Policy and Management may audit and make adjustments to applications for reimbursement from municipalities for a period of not more than one year next succeeding the deadline for such application.]

[(e)] (f) Any person who has submitted application and been approved in any year for the additional exemption under subsection (a) or (b) of this section shall, in the year immediately following approval, be presumed to be qualified for such exemption. If, in the year immediately following approval, such person has qualifying income in excess of the maximum allowed under [said] subsection (a) or (b) of this section, such person shall notify the tax assessor in the town allowing the additional exemption on or before the next filing date for such exemption and shall be denied such exemption for the assessment year immediately following and for any subsequent year until such person has reapplied and again qualified for such exemption. Any person who fails to notify the tax assessor of such disqualification shall make payment to the town in the amount of property tax loss related to the exemption improperly taken. Not more than thirty days after discovering such person's ineligibility for the exemption, the assessor shall send written notification of such person's identity to the Secretary of the Office of Policy and Management. If any payment was remitted under subsection [(c)] (e) of this section with respect to a period for which such person was not eligible for the exemption, the amount of the next payment made to the town shall be reduced by the amount of payment made erroneously.

(g) The Secretary of the Office of Policy and Management shall adopt regulations, in accordance with the provisions of chapter 54, establishing: (1) A procedure under which a municipality shall determine eligibility for any additional exemptions under subsections (a), (b) and (d) of this section, provided such procedure shall include a provision that when an applicant has filed for either of such exemptions and received approval for the first time, such applicant shall be required to file for such exemption biennially thereafter, subject to the provisions of subsection (f) of this section; (2) the manner in which a municipality shall apply for reimbursement from the state for the revenue loss represented by the additional exemptions provided for in subsections (a) and (b) of this section, which shall provide a penalty for late filing of such application for reimbursement of two hundred fifty dollars, but shall also provide that the secretary may waive such forfeiture in accordance with procedures and standards contained in such regulations; and (3) the manner in which the Office of Policy and Management may audit and make adjustments to applications for reimbursement from municipalities for a period of not more than one year next succeeding the deadline for such application.

Approved June 21, 2013

Public Act No. 13-224

***AN ACT ESTABLISHING A MUNICIPAL OPTION TO PROVIDE AN ADDITIONAL
PROPERTY TAX EXEMPTION FOR ONE HUNDRED PER CENT DISABLED
VETERANS.***

This is a local option that would affect a small handful of residents in town who would already be on our other tax relief programs. It only affects those veterans who were granted a 100% disability rating by the Dept. of Veterans Affairs. The program could cost up to \$4,200 in tax dollars.

I think this option allows us to target those in town who really need the help the most, much like the way we restructured the local homeowners program. I also think this can be done without any extra applications or paperwork because those affected are already bringing in paperwork for the other programs that already exist.

Example

Right now Mr. Jones has a disability rating of 100% and makes \$30,000 a year his current veterans benefit nets him \$299.88 (plus our other programs) If we decide to adopt the local option it would change that amount to \$899.64

Mr. Smith is also 100% disabled but makes \$70,000 a year, his benefit is currently \$299.88 and would remain \$299.88