

Memo

To: Town Council
From: Matt Hart, Town Manager
CC: Town Employees
Date: September 12, 2011
Re: Town Manager's Report

Below please find a report regarding various items of interest to the Town Council, staff and the community:

Council Requests for Information/Council Business

- *EMS call for service on Cedar Swamp Road* – One of our residents previously brought this issue to the Council's attention. Please see [item number 13](#) in your packet for a letter from Chief Dagon regarding this matter.
- *Venter Property, 76 Fern Road* - Staff has been evaluating the property conditions and town options and will continue to do so. Here is what we have learned thus far:
 - Because the building remains structurally sound, the Building Official cannot order its demolition.
 - The Town is not liable for potential environmental liabilities associated with the property by virtue of being a lien holder.
 - If we were to foreclose on the tax liens and take title to the property, as the property owner, we would be responsible for releases of contamination on and migrating from the property (the current condition of the property is uncertain at this time).
 - At this point, we do not know if the property qualifies as an "establishment" under the Connecticut Transfer Act due to the lack of records on actual use of the property after the cessation of the bus garage use, including any use of the property after the DEP completed the removal of the underground storage tank in the 1990s.
 - The Connecticut Transfer Act requires investigation and clean-up obligations when ownership of properties that meet the definition of 'establishment' is transferred; however, acquisition by the town through foreclosure of tax liens would be exempt from the transfer act even if the property did qualify as an establishment. But, a future transfer to a private individual/business would likely be subject to the transfer act with very few exceptions.
 - Note: Generally, owners of real property can be liable for clean-up if contamination migrated/migrates to off-site properties, including third party claims for cleanup costs, diminution in property value and bodily injury as a result of hazardous waste/substance on and off-site.

Staff's next steps include looking for grant funding from federal and state grant sources to conduct an environmental assessment of the property. We will have another report for the October 24, 2011 meeting.

Departmental/Division News

- *Human Resources*
 - SGT James Kodzis has moved on to another assignment with the CT State Police and SGT Richard "Rich" Cournoyer has assumed the role of our Resident Trooper Coordinator. Rich is an experienced trooper and sergeant and has worked at Troop C for the past few years. He is rapidly becoming familiar with the town and our procedures and I am happy to welcome him to our organization.
 - Due to the retirement of our long-time Library Director, Louise Bailey, we have appointed Judy Stoughton, our children's librarian, to serve as Acting Director for an interim period of time. My thanks to Judy for assuming this role.

- Sean Kegler of the Mansfield Public Library is now working as a full-time Library Assistant. Sean is pursuing his master's degree in library science.
- Angela Walker, also of the Mansfield Public Library, is now working as a part-time Library Assistant. Angela is pursuing her master's degree in library science.
- Karyn Riviere of Mansfield Parks and Recreation has been promoted to the position of part-time weekend-evening supervisor. Most recently Karyn served as a receptionist while pursuing her master's degree in social work.
- Doug Adil of Mansfield Parks and Recreation has been promoted to the position of part-time weekend-evening supervisor. Most recently Doug has served as a senior life guard while completing his bachelor's degree in communication sciences at UConn.
- Janet Avery is now working as a ¾ time receptionist with Parks and Recreation; Janet has been with Parks and Recreation since 2003.
- Josiah Burnham, Mike Carifa, Joe Duvall, Tim Jencks, Rick Landry, Carlo Piacentini, and George Stovall have accepted conditional offers to serve as part-time firefighters/EMTs for the Town.
- Bryan Blanc will be working with our Engineering team as the Engineering Student Intern. Bryan is pursuing his bachelor's degree in civil engineering at UCONN. Bryan is replacing Andrew McHugh, who recently accepted an engineering position with Norwalk's Water Pollution Control Authority.

Congratulations to our current employees and welcome to our new staff members!

- ***Parks and Recreation***

- The Mansfield Community Center was shut down for a week (Aug. 15-21) to do some much needed cleaning, repairs and equipment replacement. Shut-down week was successful and the center re-opened on Aug. 22nd.
- The summer programs have wound down. There were many successful camps including our very popular Camp Mansfield, which averaged 163 children during each of the seven weeks. Bill Callahan is to be commended for his outstanding leadership of Camp Mansfield. Under his direction, the participants as well as the staff had an enjoyable, safe and educational experience. Thank you, Bill!
- Other programs conducted this summer included camps conducted by Mad Science of Western New England, the U.S. Sports Institute, the Two Coyote Wilderness School as well as the Town's own popular basketball camps. The Bitty Ballerina Camp, led by Mia John, owner of Mansfield Academy of Dance, was new this year and well received. Thank you to all the camp directors, workers and participants for a great summer!
- This summer the parks and recreation department, with funding through ACHIEVE (Eastern Highlands Health District), sponsored a family letter-boxing program. Letterboxes were placed in five different Mansfield parks. Six families completed the search for all five boxes and were awarded family-prize packs. Thanks to Eastern Highlands Health District for their support!
- Registration has begun for fall 2011 programs and there's something for everyone in our new fall brochure. Registration can be completed by mail (with check), in person (check, cash or credit card), or online with a credit card. Please visit www.mansfieldct.org for a copy of the Town brochure and click on the fall brochure image.

Major Projects and Initiatives

- ***Police Study*** – Staff met last week with the Mansfield Community-Campus Partnership and completed our review sessions with key advisory committees. In consultation with our project consultant and the project steering committee, staff will now schedule a public information session to solicit feedback on the draft report. The steering committee will then meet to review all feedback received to develop recommendations for the Council to consider as part of the FY 2012/13 budget process.
- ***Shared Library Services*** – At the Council's September 26th meeting, I will present a report to the Council summarizing management's review of shared town/school library services, the feedback we have received from key stakeholders, as well as any recommendations that management may have. I appreciate the input we have received to date.

- *Storrs Center Parking Steering Committee* – The parking steering committee will meet tomorrow, September 13th, at 7:00 PM in Conference Room B at the Beck Municipal Building. The primary agenda item is the committee's continued consideration of a proposed cooperative parking agreement for Storrs Center.
- *Storrs Center Project Job Fair* - Approximately 80 people attended the second job fair for construction jobs at the first mixed-use buildings in Storrs Center. Along with the general contractor Erland Construction, the following subcontractors had representatives at the fair: Interstate Electric from Bloomfield; Hart Mechanical from Glastonbury; Shawnlee Construction from Naugatuck; Shepardville Construction from Naugatuck; T & M Equipment from Springfield; and F. Monarca Masonry from Middlefield. A third job fair is planned for later in the fall. The Town will also hold job fairs for the public infrastructure projects associated with Storrs Center (parking garage and intermodal center, Storrs Road, Dog Lane).

Member Organizations

- *Windham Region Council of Governments (WINCOG)* – I attended last week's WINCOG Board of Directors meeting and one of the main agenda items was a memorandum of agreement regarding restoration of passenger rail service on the New England Central Rail Line. We will include this as an agenda item for the Council meeting on September 26, 2011.

Special Events

- *Celebrate Mansfield Weekend* – The annual Celebrate Mansfield Weekend will be held September 23 – 25, 2011 and will feature such favorites as the Celebrate Mansfield Parade and the Festival on the Green (9/25), Picnicpalooza! and the Moss Sanctuary walk (9/24), and more! Log on to www.mansfieldct.org/mdp for a full list of events and additional information.

Upcoming Meetings*

- Youth Service Bureau Advisory Board, September 13, 2011, 11:45AM, Conference Room B, Audrey P. Beck Municipal Building
- Town/University Relations Committee, September 13, 2011, 4:00PM, Council Chamber, Audrey P. Beck Municipal Building
- Energy Education Team, September 13, 2011, 7:00PM, Conference Room C, Audrey P. Beck Municipal Building
- Storrs Center Parking Steering Committee, September 13, 2011, 7:00PM, Conference Room B, Audrey P. Beck Municipal Building
- Mansfield Historical Society Board, September 13, 2011, 7:30PM, Council Chamber, Audrey P. Beck Municipal Building
- Zoning Board of Appeals, September 14, 2011, 7:00PM, Council Chamber, Audrey P. Beck Municipal Building
- Transportation Advisory Committee, September 15, 2011, 7:30PM, Conference Room B, Audrey P. Beck Municipal Building
- Communications Advisory Committee, September 19, 2011, 7:00PM, Conference Room C, Audrey P. Beck Municipal Building
- Planning & Zoning Commission, September 19, 2011, 7:00PM, Council Chamber, Audrey P. Beck Municipal Building
- Committee on Committees, September 20, 2011, 2:00PM, Conference Room B, Audrey P. Beck Municipal Building
- Human Services Advisory Committee, September 21, 2011, 2:00PM, Conference Room B, Audrey P. Beck Municipal Building
- Cemetery Committee, September, 21, 2011, 3:30PM, Conference Room B, Audrey P. Beck Municipal Building
- Conservation Commission, September 21, 2011, 7:30PM, Conference Room B, Audrey P. Beck Municipal Building
- Town Council, September 26, 2011, 7:30PM, Council Chamber, Audrey P. Beck Municipal Building

- **Town Meeting, September 26, 2011, 6:30PM, Council Chamber, Audrey P. Beck Municipal Building**

**Meeting dates/times are subject to change. Please view the [Town Calendar](#) or contact the Town Clerk's Office at 860-429-3302 for a complete and up-to-date listing of committee meetings.*