

MEMORANDUM

Town of Mansfield
Town Manager's Office
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To: Town Council
From: Derrick M. Kennedy, Town Manager
Cc: Town Employees
Date: February 11, 2019
Re: Town Manager's Report

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

Council Business:

- *School Building Committee* - The draft educational specification for a new elementary school was approved by the BOE on January 24, 2019. The design team and building committee continue to evaluate proposed building sites. Survey and wetland delineations have been completed and the design team has utilized the information to produce updated site concepts that are being reviewed by the building committee. The initial Phase 1 environmental site assessments were completed on January 24th and the environmental consultant has been directed to perform a phase 2 study at two of the proposed sites. The design team, administration, and building committee chair are meeting in Hartford with the Office of School Construction Grants and Review (OSCG&R) on Wednesday February 6th. The group will review the concept of building a new centralized school to replace the existing elementary schools along with defining the specific parameters required for the grant application for State funding support.

Departmental Reports

- *Fire and Emergency Services* –
 - Mansfield Middle School 5th grade student Alyssa Sun (teacher: Brenda Moulton) has been named the Tolland County winner of the 2019 CT Fire Prevention Poster Contest. The poster contest is a state-wide event for 4th and 5th grade students and is part of our Fire Prevention program. This program is coordinated by the Fire Prevention staff and encourages 4th and 5th grade students throughout the state to submit a poster on fire prevention tips and lessons learned. The theme of the 2019 poster contest was “Fire Prevention — Everyone/Everyday”.
 - The Town has selected Fitch and Associates as the consultants to partner with the Town on the Fire Services Study. The purpose of the study is to evaluate the current deployment model for efficiency and effectiveness and make recommendations, based on the evaluation outcome, for improvements.
- *Human Services* –The Youth Service Advisory Board was established to meet the grant requirements of the Department of Education Youth Services Bureau Grants and the Local Prevention Grant. Since its establishment, a number of changes have occurred. The changes resulted in the composition and practices becoming obsolete and increased the difficulty in getting and obtaining membership. The Youth Services Advisory Board, along with the town

staff, will be presenting a request to the Town Council to adopt changes to meet the grant requirements and improve the Boards ability to attract and retain high quality members who are both knowledgeable and interested in the service to youth and their families in Mansfield.

- *Parks and Recreation* - A ceremonial ground breaking for Lenard Hall was held on November 1, 2018, and work will continue through the winter. The project is close to 40% complete with a new septic system, propane tank, well and water line installed. The roof on both the existing structure and the addition will be complete within a few days. Additionally, a new electrical service will be in place within 2 weeks. The project is still on schedule to be completed by June 30, 2019.
- *Public Works* - The Four Corners Sanitary Sewer Project is underway. The Town's contractor Baltazar Contractors is slip lining the new force main between the Jensen's Pumping Station and the UConn Collection System. Tree clearing began Thursday within the cross country area of Jensen's and Route 44. Weston and Sampson and staff are reviewing project submittals from the contractor for conformance. The project is scheduled for completion by the end of the year.
- *Town Manager's Office* – Please join me in welcoming new employees:
 - **Christina Converse** joined the Town of Mansfield as an Accountant on January 7th, 2019. Previously, Christina attended the University of Connecticut to obtain her Bachelor's and the University of Phoenix to obtain her Master's in Accounting. She also worked as the Finance Manager of First Transit since 2015.
 - **Michael LaRochelle** has joined the Town of Mansfield as the Human Resources Specialist starting on February 4th, 2019. Previously, he attended Nichols College and obtained his Bachelor's in Human Resource Management and has held several management positions including Assistant Branch Manager of CorePlus Credit Union

Upcoming Events

- *Friends & Farmers Family Fun Night* – Taste of Mansfield invites you to meet your farming neighbors and get information about joining a C.S.A. (Community Supported Agriculture) at the Friends & Farmers Family Fun Night. The event will be held on Friday, Feb. 20, 2019 from 5:30 PM to 8:30 PM at the Mansfield Community Center. Come out and learn about the different CSA options available in town and speak to farmers and like-minded community members about their experiences with this farm-to-table approach to local food. The event is open to the public and free for Community Center members. Non-members will have to pay the daily fee as outlined on the Mansfield Community Center website: [MCC Non-member Daily Admission Rates](#). For more information, please visit tasteofmansfieldct.org.
- *Storrs Farmers Market* – The Winter Market began on December 1st in the Buchanan Auditorium at the Mansfield Public Library. The Winter Market will be run every Saturday from 3:00PM – 5:00PM through April 2019. Learn more at: storrsfarmersmarket.org.

Upcoming Meetings*

All meetings are in Audrey P. Beck Building unless noted otherwise

CC – Council Chamber; CR B – Conference Room B; CR C – Conference Room C

- Town-University Relations Committee, February 12, 2019, 4:00PM, CC
- Youth Services Advisory Board, February 13, 2019, 12:00PM, CRB
- Sustainability Committee, February 13, 2019, 5:30PM, CRB
- Mansfield Historical Society Board Meeting, February 13, 2019, 7:00PM, CC

- Mansfield Downtown Partnership, February 14, 2019, 9:00AM, CC
- School Building Committee, February 14, 2019, 4:30PM, CC
- Ad Hoc Committee on Police Services, February 14, 2019, 5:00PM, CRB
- Regulatory Review Committee, February 15, 2019, 8:30AM, CRB
- Committee on Committees, February 19, 2019, 6:00PM, CRC
- Zoning Board of Appeals, February 20, 2019, 6:45PM, CC
- Conservation Commission, February 20, 2019, 7:00PM, CRB
- Personnel Committee, February 25, 2019, 5:30PM, CRB
- Town Council, February 25, 2019, 7:00PM, CC

**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.*