

MEMORANDUM

Town of Mansfield
Town Manager's Office
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townmanager@mansfieldct.org



To: Town Council
From: Derrik M. Kennedy, Town Manager
Cc: Town Employees
Date: August 13, 2018
Re: Town Manager's Report

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

Departmental Reports

- *Town Manager's Office.*
 - The Town Manager recently received an update with regards to the current status of MasoniCare intentions in the Town of Mansfield. As their new CEO took over several months ago, management priorities focused on selling a redundant property and purchasing a site at an opportune location. Now, their focus is on their two remaining properties, Mansfield and Oxford, with Mansfield being their next open option. With a MasoniCare strategic planning meeting scheduled for October, the Town should have a better understanding of the intentions going forward. As a result of our meeting, there is a planned meeting with Town staff, the Town Manager, and MasoniCare in November. The immediate next task for MasoniCare to move forward in Mansfield is to perform their A2 survey, which will happen any time after the October Planning Meeting. A direct quote from the CEO when asked about their continued interest in establishing a presence in Mansfield was, "It is still definitely something we want to pursue."
 - Please join me in welcoming new employees and congratulating those recently promoted:
 - **Keith R Podrebartz** joined the Town of Mansfield as a new Temporary Housing Inspector on May 1, 2018. Previously, Keith worked at the University of Connecticut in the Office of Undergraduate Admissions.
 - **Jordan Bassett** joined the Town of Mansfield as the Senior Center's Part-Time Transportation Coordinator on May 7, 2018. Previously, Jordan was both a volunteer and an intern for the Senior Center while pursuing her Bachelor of Arts in Human Development and Family Studies at the University of Connecticut. She also worked for the University of Connecticut Informational Technology Services.
 - **Vera Stearns Ward** joined the Town of Mansfield as the Deputy Registrar on May 30, 2018.
 - **Caroline Redding** joined the Town of Mansfield as a Registrar on June 5, 2018.

- **Stephanie Cornell** joined the Town of Mansfield as a Substitute Assistant Animal Control Officer on June 13, 2018. She had previously studied at University of Connecticut, majoring in Animal Science as well as Agriculture/ Natural Resources.
 - **Stephanie Huber** transitioned seamlessly from the Parks and Recreation Department to the Town’s Clerk Office after receiving the position of Assistant Town Clerk on July 2, 2018. Previously, Stephanie had been the Recreation Supervisor of Aquatics for the Town of Mansfield since October 8, 2014.
 - **Rebecca Doggett** was promoted to Part-Time Library Assistant on July 2, 2018. She had previously held the position as the Information Desk Attendant at the Mansfield Public Library’s Nash Zimmer Transportation Center location since 2017.
 - **Jennifer Gott** joined the Town of Mansfield as the new Recreation Supervisor of Aquatics on July 24, 2018. Previously, she was the Assistant Aquatic Director of Programs at MIT and a Program Coordinator for the Town of Guilford’s Parks and Recreation Department. She received her Master’s in Recreation Administration from SCSU.
 - **Christine Gamache** began her new position as the Assistant Finance Director/Treasurer on August 5, 2018. Her experience as the Town’s Collector of Revenue for over 13 years will assist in her new role where she will plan, organize and direct the accounting, payroll and treasury activities in the Finance Department. Christine received her Bachelor’s degree in Accounting from Bryant College and worked as a Senior Budget & Reimbursement Specialist at Windham Hospital as well as a Senior Auditor for PricewaterhouseCoopers LLP prior to coming to the Town of Mansfield in 2005.
 - **Mary Flood** will be joining the Town of Mansfield as the new Senior Center Program Coordinator on August 13, 2018. Previously, she had worked as the Director of The Waverly Center, a municipal senior center in the Town of Portland since 2008.
- *Fire and Emergency Services*
 - The Mansfield Fire Department has been awarded a FEMA grant in the amount of \$45,000 (town match of \$2,142) as part of the Assistance to Firefighters Grant (AFG) Program . The grant was submitted under Firefighter Health & Fitness and will provide funding to purchase exercise equipment and create a fitness area in the basement of Station 307. Firefighter Health & Fitness has a direct impact on job performance at emergency scenes, reduces the likelihood of injuries, and in the event of an injury shortens rehabilitation time – all resulting in a reduction in cost.
- *Public Works*
 - The Four Corners Sanitary Sewer project is out to bid. The contract documents for Contract 1 and 2 are available online at the following website: www.biddocsonline.com Bids must be received by the posted September 13th deadline. We expect construction to initiate this fall
 - Garrity Asphalt Reclaiming will be reclaiming and grading the Library parking lot (Buchanan Center Auditorium side), the Lions Club Field Road and Pleasant Valley Road, in that order, beginning Monday August 20th. A paving contractor will begin

paving these areas, in the same order, on August 27th. Soon after these three areas, the contractors will reclaim, grade and pave the following: Bousa Road, Oak Drive, the unpaved section of Woods Road, and a portion of Mansfield City Road from Jonathon Lane to 928 Mansfield City Road

- Eastwood sidewalk will be going out to bid this week

Upcoming Events

- *Moonlight Movies continue this Friday* – The Mansfield Downtown Partnership continues its popular series, Moonlight Movies. The movie on Friday, August 10th will be Inside Out. The summer series will wrap up on Friday, August 24th with Star Wars: the Last Jedi. These free, family-friendly movie nights begin with activities at 7:30 PM, and the movies beginning at dusk. Moonlight Movies takes place on Betsy Paterson Square. For more information, including weather updates, please visit mansfieldct.gov/movies.
- *Celebrate Mansfield Festival* – The Mansfield Downtown Partnership has extended the deadline to apply for an Activity Booth at the 15th Annual Celebrate Mansfield Festival to Friday, August 10th. Local businesses, community organizations, clubs, and sports teams are encouraged to sign up. Information about hosting an Activity Booth and the application for this year's event are available on the Festival website, downtownstorrsvfestival.org. Interested parties may also call the Partnership office (860.429.2740) with any questions.

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

- School Building Committee **SPECIAL** Meeting, August 15, 2018, 4:30PM, CC
- Regulatory Review Committee, August 16, 2018, 8:30AM CRB
- Personnel Committee, August, 20, 2018, 5:30PM, CRB
- Town University Relations Committee **SPECIAL** Meeting, August 21, 2018, 4:00PM, CC
- Committee on Committees, August 21, 2018, 6:00PM, CRC
- Open Space Preservation Committee, August 21, 2018, 7:00PM, CRB
- Traffic Authority, August 22, 2018, 9:00AM, CRB
- Conservation Commission **SPECIAL** Meeting, August 22, 2018, 7:00PM, CRB
- Mansfield Historical Society Board Meeting, August 22, 2018, CC
- Regulatory Review Committee, August 23, 2018, 8:30AM, CRC
- School Building Committee, August 23, 2018, 4:30PM, CC
- Economic Development Commission **SPECIAL** Meeting, August 28, 2018, 5:00PM CC
- Climate Action Task Force, August 28, 2018, 7:00PM, CRB
- Regulatory Review Committee, August 31, 2018, 8:30AM, CRB
- Inland Wetlands Agency/Planning and Zoning Commission, September 4, 2018, 6:30PM, CC
- Agriculture Committee, September 4, 2018, 7:00PM, CRC
- Sustainability Committee, September 5, 2018, 5:30PM, CRB
- Mansfield Downtown Partnership Board Meeting, September 6, 2018, 4:30PM, CC

- Regulatory Review Committee, September 7, 2018, 8:30AM, CRB
- Solid Waste Advisory Committee, September 11, 2018, 5:30PM, CRC
- Historic District Commission, September 11, 2018, 7:00PM, CRB
- Committee on Committees, September 12, 2018, 6:00PM, CRB
- Town Council, September 12, 2018, 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.*