

MEMORANDUM

Town of Mansfield
Town Manager's Office
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860-429-3336 x5
townmanager@mansfieldct.org



To: Town Council
From: Derrik M. Kennedy, Town Manager
Cc: Town Employees
Date: November 26, 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

- *Human Resources Department* – On October 15, 2018, we welcomed Jerl Casey as our new Collector of Revenue. Jerl received his Bachelor's in Business Management in 2004 from the University of Connecticut and holds several CCMA and CCMC certifications. He comes to us from the Town of Montville where he held several positions in the Tax Collectors office for ten years including Tax Collector from 2014 - 2018. With his prior experience, we have no doubt Jerl will be an asset to the Town of Mansfield.
- *Parks and Recreation - Lenard Hall (formerly known as Eagleville Schoolhouse) Project Update* – A brief ground-breaking ceremony was held on Thursday, November 1, 2018. As of Wednesday, November 21, footings and foundation walls for the addition have been completed. Under slab plumbing has been laid out so that inspection can occur the week of November 26. Site utility trench and conduit is also nearly complete. New septic layout is complete and ready for verification before it is installed also the week of November 26. Excavation for well lines are also underway. The slab on grade is scheduled to be poured Dec. 7. The plan is to do as much site work as possible before winter takes over.
- *Public Works*
 - **FOUR CORNERS:** The Town has held a pre-construction meeting with utility companies and stake holders to establish lines of communication, critical path items, and permit discussion. The contractor has received their Notice of Award, Executed Agreement and is expected to receive their Notice to Proceed in the next week or two. Preliminary work will begin during the winter including clearing, layout, off-road work and force main installation.
 - **EASTWOOD:** The contractor has completed replacement of drainage structures and subsurface preparation for the new walkway. The poor weather of the last month has slowed progress, however the contractor will be installing curbing this week. Resurfacing of Eastwood Road is weather dependent at this time as asphalt plants may close
- *Town Clerk* – The Mansfield Town Clerk's Office will be closed on Tuesday, December 4, 2018 for required staff certification training. The Clerks look forward to assisting customers upon their return and appreciate the opportunity to work towards municipal clerk certification.

Upcoming Events

- *Storrs Farmers Market* – The Winter Market will begin Saturday, 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.
- *Annual Winter Welcome* - The 6th Annual Winter Welcome will take place on Saturday, December 1, 2018 on Betsy Paterson Square. Celebrate the new season in Downtown Storrs while enjoying sales & specials at participating businesses and seasonal tunes by strolling carolers. You can also get an up-close look at a fire truck, meet a fire fighter from Mansfield Fire Department, check out ice sculptures being carved by staff from UConn Dining Services, and donate to the Mansfield Resident Trooper's office annual Stuff-a-Cruiser efforts. Don't forget to look for a jolly visitor between 2:00PM and 4:00PM at Barnes & Noble! Wrap up the day back on Paterson Square with a Community Sing-Along led by the E. O. Smith High School Choir. This event is free and open to the public and presented by the Mansfield Downtown Partnership. For more information, please visit mansfieldct.gov/winterwelcome

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, November 29, 2018, 4:30PM, CC
- Regulatory Review Committee, November 30, 2018, 8:30AM, CRB
- Inland Wetlands Association/Planning and Zoning Commission, December 3, 2018, 5:30PM, CC
- Emergency Management Advisory Committee, December 4, 2018, 5:00PM, CC
- Agriculture Committee, December 4, 2018, 6:00PM, CRC
- Mansfield Downtown Partnership Board Meeting, December 6, 2018, 4:30PM, CC
- Regulatory Review Committee, December 7, 2018, 8:30AM, CRB
- Town Council, December 10, 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.*