

# MEMORANDUM

*Town of Mansfield  
Town Manager's Office  
4 So. Eagleville Rd., Mansfield, CT 06268  
860-429-3336 x5  
townmanager@mansfieldct.org*



To: Town Council  
From: John C. Carrington, Interim Town Manager  
Cc: Town Employees  
Date: December 9, 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**

- New Council members - Repeat - We need to schedule an orientation for new Council members. During orientation, we typically review our form of government, organization, ethics code, and freedom of information laws as they pertain to your work on the Council. We can also arrange a tour of Town Departments and associated facilities. Please contact my office with some available dates and times.
- New packet format - Repeat - We are using a new program for Council packets, so you may have noticed a different format and numbering system. We would like to go paperless and can provide laptops at your seat for every council meeting. We are pricing tablets for next budget.

## **Departmental Reports**

- Manager's Office/Public Works/Tree Warden - The State Department of Transportation District 2 is very concerned about the significant potential liability of the unhealthy large oak tree adjacent to Betsy Paterson Square. They contacted the Town and we are meeting tomorrow. It is very possible they will remove the tree very soon. The tree is within the State right of way.
- Mansfield Downtown Partnership - A Wonderful Winter Welcome. The Mansfield Downtown Partnership hosted its 7<sup>th</sup> Annual Winter Welcome in Downtown Storrs this past Saturday. Over 200 people enjoyed seasonal music, sales and specials at participating businesses, a visit with Santa Claus, and ice sculptures, among other activities and attractions. A special preview of the upcoming production of The Nutcracker - A Community Production presented by Mansfield Parks & Recreation and Miss Kelly Productions was especially well received. (Tickets for the full show are on-sale now at the Community Center!) The Partnership thanks the participating businesses, musical groups, and community organizations for helping to celebrate the new season!
- Parks & Recreation - The Lenard Hall Community School of the Arts will host two Open House events in December. Those wishing to see the new facility can stop in between 4:00PM - 7:00PM on Thursday, December 12, 2019 and Wednesday, December 18, 2019. These Open House events are free and open to the public.
- Public Works:

- Since our Arborist Crew Leader started on October 15th, he and his crew have removed 93 trees, which includes 15 trees over 85 feet that were to support a contractor.
- Snow - so far this limited snow season, the Department has used approximately 300 tons of salt and expended approximately \$29,000 for overtime.

### **Upcoming Events**

- Storrs Farmers Market - The Storrs Winter Market is open twice a month from December through April. The Market is held from 3:00PM - 5:00PM in the Buchanan Auditorium in the Mansfield Public Library. 2019 Winter Market dates are December 7 & 21, January 4 & 18, February 1 & 15, March 7 & 21, April 4 & 18. Learn more at: [storrsfarmersmarket.org](http://storrsfarmersmarket.org).

### **Upcoming Meetings** \*

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

**CC - Council Chamber; CRA - Conference Room A; CRB - Conference Room B; CRC - Conference Room C**

- Youth Services Advisory Board, December 10, 2019, 12:00PM, CRB
- Town-University Relations Committee, December 10, 2019, 1:00PM, CRB
- Historic District Commission, December 10, 2019, 7:00PM, CRA
- Human Services Advisory Committee, December 11, 2019, 3:30PM, CRB
- Sustainability Committee, December 11, 2019, 5:30PM, CRB
- Committee on Committees SPECIAL Meeting, December 12, 2019, 6:00PM, CRA
- Economic Development Commission, December 12, 2019, 6:30PM, CRB
- Personnel Committee, December 16, 2019, 5:30PM, CRB
- Planning and Zoning Commission, December 16, 2019, 6:00PM, CC
- Traffic Authority, December 18, 2019, 9:00AM, CRB
- Conservation Commission, December 18, 2019, 7:00PM, CRB
- Sustainability Committee, January 8, 2020, 6:00PM, CRB
- EDC Subcommittee: Opportunity Zone Support, January 9, 2020, 9:00AM, CRA
- School Building Committee, January 9, 2020, 4:30PM, CC
- Committee on Committees, January 9, 2020, 6:00PM, CRA
- EDC Subcommittee: Governance & Bylaws, January 9, 2020, CRA
- Town Council, January 13, 2020, 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.