

MEMO

To: Town Council
CC: Town Employees
From: John C. Carrington, Interim Town Manager
Date: October 13, 2020
Subject: **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***
We have sign thieves in Town. 19 street name signs and 10 others (including 4 stop signs) have been stolen in the last month. The cost of this theft is over \$2,000 of taxpayer money. If you have a sign, please return it. If you see a sign for sale or in someone's yard or living space, report it to the Resident Trooper's office. These missing signs could cause a serious accident or injury

- ***Mansfield Board of Education:***
 - Steady community health metrics and the smooth implementation of mitigation strategies in the Mansfield Public Schools led to the decision to return more students to school for more days. Beginning this week, all pre-k through grade 4 students will attend school five days a week and all students in grades 5-8 with an Individualized Education Plan will attend school four days a week. The remaining students in grades 5-8 will experience the hybrid model.
 - Approximately 260 students continue to opt in to remote learning five days a week. Students in grades K-4 will dismiss early on Wednesdays to allow for additional cleaning of the facilities and teacher collaboration, especially important between those teaching in person and those teaching remotely.
 - On or about November 1, the health and safety data will be reviewed again and appropriate changes made as we continue a gradual implementation to reopening our schools. To date, there have been no identified virus cases among our students or staff working in our schools.

- ***Downtown Partnership:***
 - Promoting Halloween activities for all ages hosted by Town Departments and local businesses via mansfieldct.gov/Halloween, email blasts, and other outreach efforts.
 - Continuing "Mask Up, Mansfield!" public awareness campaign to encourage all residents and visitors to wear a mask, maintain a distance of 6 feet from others, and wash hands frequently.
 - Continuing support of all Mansfield businesses by communicating guidance from the state for phased reopening, funding and business development opportunities, and federal news and updates through email blasts and our website (please see mansfieldmdp.org/reopen).

- **Human Resources**

- **Margaret Chatey** will be joining us as the new Communications Specialist for the Town of Mansfield and Mansfield Public Schools on November 9, 2020. Margaret received her Bachelor's Degree in Public Relations/Communications from Simmons University. She most recently worked as the Public Information Officer for the Windham Public School District and held previous Marketing/Communications positions for Connecticut Farm Bureau and Decker Advertising.

- **Parks and Recreation**

- The Community Center is currently averaging about 170 membership visits per day. This is an increase of 40% since July.
- Staff continues to follow State protocols and consults regularly with EHHD regarding opportunities to relax restrictions on facility use while still maintaining protocol compliance.
- COVID-19 related Community Center policies and procedures are regularly posted to the Community Center web page, Facebook and emailed to all members.

- **Public Works**

- Since the last report, the Department has removed or pruned 55 trees.
- Gravel road maintenance is continuing.
- Hillyndale Road will be closed beginning in approximately 1.5 half weeks for approximately 1 month for replacement of the bridge near the intersection with North Eagleville Road.

- **Town Clerk**

- **November 3, 2020 Election Update**

- **Ballot Issuance** - We have issued 2,749 absentee ballots to date and continue to receive applications. Ballots are mailed within 48 hours after receipt of the application. Our in-person absentee ballot issuance program has been running since October 2, 2020 with 19 absentee ballots issued in person to date. To receive an absentee ballot in person, please bring your completed application to the exterior door of Town Hall closest to the Tax Collector's Office from now until November 2, 2020 between 8:15AM – 12:15PM.
- **Changed Your Mind?** - If you have your absentee ballot in hand and decide you'd rather vote at the polls, simply destroy your absentee ballot and go to your polling location on Election Day. If you already returned your voted absentee ballot and want to vote at the polls, you must have your absentee ballot removed by the Office of the Town Clerk before 5PM on October 30, 2020 in order to be allowed to vote at the polls (this is a change made recently at the State level from November 2nd to October 30th). Absentee ballots received via drop box or mail after 5pm on November 2nd or on Election Day will not be counted if the same person votes at the polls on Election Day.
- **Stay Informed** We regularly update our absentee ballot information page at www.MansfieldCT.gov/TownClerk

Upcoming Events

- *Storrs Farmers Market* is open every Saturday from 3:00 to 6:00 PM on the front lawn of the Mansfield Town Hall through November. More at storrsfarmersmarket.org.
- *Drive-Thru Trick-A-Trunk* - Saturday, October, 31st, Mansfield Middle School. This event is only for Mansfield residents and reservation is required for all time slots (11:30am-2:00pm). Participants will remain in their vehicles. Each vehicle will stop prior to exiting and be handed a goody bag filled with treats for the family to enjoy! *Sponsors are still needed.* Contact [Parks and Recreation](#) for more information.