

MEMO

To: Town Council
CC: Town Employees
From: Ryan J. Aylesworth, Town Manager
Date: February 13, 2024
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, Finance, Human Resources & Communications:***

- This past Thursday, the Town Manager, Chief of Shared Services and Administration, and Director of Finance attended the CT Council of Small Towns (COST) annual "Town Meeting" held in Southington. Many thoughtful discussions were held during the event as municipal officials had the opportunity to hear from and pose questions to many state officials, including Governor Lamont, Lieutenant Governor, State Comptroller, the Speaker of the House, Majority and Minority Leaders (Senate and House), and more. Among other business, COST's official legislative agenda for the upcoming (short) session was also approved by the members in attendance. A complete copy of the conference program can be accessed [here](#).
- This past week the Town Manager, other appropriate senior Town staff, and the Director of the Mansfield Downtown Partnership took part in a meeting initiated by executives from Wilmorite, the developer who has proposed building "The HUB" multi-family housing project on King Hill Road/N. Eagleville Road. The group discussed the status of the project as well as projected tax revenue scenarios. Valuable information was shared between the parties and it was agreed that it would be beneficial to engage in a similar discussion with the Town Council in executive session during the February 26 business meeting.
- On February 7, the Steering Committee for *Connecticut's Countryside* (4-town economic vitality imitative of Mansfield, Coventry, Tolland and Bolton) held a well-attended business forum and social that included a tour of the UConn Innovation Partnership Building (IPB) on Discovery Drive, an overview of the www.CTvisit.com website, an in-depth interactive presentation on the use of artificial intelligence (AI) as a resource to small businesses, and a subsequent social event hosted by Hops 44.
- The agenda item relative to the American Rescue Plan Act (ARPA) for action during the Town Council's February 13 meeting is a "housekeeping" matter. In summary, this entails releasing residual amounts the Council had previously authorized for certain projects that have been confirmed completed. This way the funds can be allocated to a different project moving forward. Next steps for ARPA will be to determine how we want to authorize the remaining funds. A discussion needs to be had about potentially authorizing Capital Non-recurring funds for the salary portion of the Digital Access and Senior Meals programs that were planned to be funded by ARPA dollars. Since funds need to be encumbered by the end of 2024, it will not be possible to fund salaries for these temporary positions beyond this calendar year. The Finance Director has proposed using available funding in CNR and then reduce the amount of ARPA that is used in each project. Staff are preparing recommendations for the Council to act on in the near future relative to the allocation of the remaining ARPA funds. The Council will

ultimately need to select specific projects for the purpose of obligating remaining funds before the end of 2024 or, as staff have previously mentioned, potentially funding certain capital improvement projects we are ready to move on – thus freeing up CNR funds for other things that we would have otherwise used ARPA to fund. It will be important for the Council to authorize projects that are ready so that the funds can be properly encumbered by the December 31, 2024 deadline for obligation.

- The Town Manager, Chief of Shared Services and Administration, and Finance Director have largely completed initial meetings with Department Heads to review operating and capital budget requests for FY 2024/25. We anticipate that a complete working draft of the municipal operating budget will be assembled in the very near future to enable more detailed understanding of projected aggregate changes in revenue and expenditures to allow for more in-depth analysis of the budget in its entirety. As with every year, we continue to focus on finding ways to maintain or selectively/strategically enhance the quality of the service we provide or high-value projects we complete while finding ways to control cost and overall budget growth. Superintendent Dart of Mansfield Public Schools presented a budget proposal with a 0% increase to the Mansfield Board of Education, which it officially voted to adopt this past Thursday, February 8. While a level-funded municipal budget may not be possible, Mansfield Public Schools adopting a level budget in combination with the projected increases in State Aid will be helpful in mitigating any potential need to increase the mill rate.
- During its January 8 meeting, the Town Council deliberated on goals for FYs 2025 and 2026. Materials pertaining to the *Mansfield Tomorrow: Plan of Conservation and Development* and the Council's FY 2025 & 2026 goals were reviewed by Council members in advance of the meeting. Based on the substantial and wide-ranging input provided during this session, staff developed proposed draft goals for the Council's consideration that were discussed as a planned agenda item at the Council's January 8 meeting. The draft goals were then subsequently further updated/revised by staff to incorporate the latest feedback/guidance provided by Council members during the January 8 meeting. A proposed list of the Town Council's FY 2025 and FY 2026 goals is being presented for consideration and adoption at the February 13 business meeting. Council-adopted goals will ultimately be incorporated into the FY 2025/26 budget book.
- As previously shared with the Council, Mansfield will be the host site for a major regional event known as Eastern Connecticut Maple Fest organized by the Windham Chamber of Commerce. The event in Mansfield will take place over a two-day period, March 9 (Saturday) and 10 (Sunday). Event organizers are currently exploring viability of a location closer to the Downtown area.
- The consultant, 110%, Inc., that the Town retained to help develop a comprehensive Mansfield Parks and Recreation (MPR) Master Plan and Financial Sustainability Strategy is in Town this week to complete their final series of site visits to MPR properties for the purpose of finalizing recommendations relative to priority "asset improvements." At this time we anticipate that the master plan and financial sustainability strategy will be completed by the end of next month, to allow for presentation to the Town Council for review and feedback before proceeding with adoption in roughly parallel path with the FY 2024/25 budget and updated 5-year Capital Improvement Plan.
- Appointments:
 - We are pleased to announce that Jessica Tracy, Recreation Supervisor for Health and Fitness, has been promoted to the position of Senior Center Supervisor. Ms. Tracy will begin in her new capacity the week of February 12th. Ms. Tracy has admirably served the Town of Mansfield for over 15 years. In her role as Recreation Supervisor she has provided extensive recreational programming and services for our community, while upholding key values such as our commitment to providing excellent public service to our residents and patrons. She has excelled at supervising a staff of over 45 people

and has demonstrated leadership qualities reflective of our organizational aspirations and culture, including our strong commitment to professionalism and ethics. Ms. Tracy's extensive background in health, wellness, and nutrition, as well as her knowledge of our community will be strong assets to the Town in her new role. Ms. Tracy holds numerous certifications such as a certified Park and Recreation Professional, certified Athletic Trainer, certified strength and conditioning specialist and is a Precision Nutrition Level 2 Certified Master Coach. She holds a Bachelor's degree cum laude in athletic training from Boston University, and a Master's degree in sports management from the University of Connecticut. Congratulations, Jess!

- Catharine Varga has been promoted to the position of Public Work Specialist, replacing Sheri Baczanski who was promoted to Accountant earlier this year. Catharine began in this capacity February 12th. Catharine had been working in the capacity of Administrative Assistant for our Facilities Department. Congratulations, Catharine!
- As was shared in recent weeks in a communication to the Town Council, I regret to inform you that – due to shifting circumstances in her family life that warrant changes in her professional life – Allison Maynard will be departing the Town of Mansfield as its Human Services Director. Her last day in the office is this Friday, February 16. Allison has been a truly valued and collaborative member of our management team, as well as an effective leader of the Department of Human Services since taking over following Pat Schneider's retirement. Although I was very excited to have her leading the department during a time of ever-increasing importance for Human Services, and she has conveyed similar sentiments to me, I of course respect that situations can arise unexpectedly that require us to reevaluate our personal and professional needs. I am, however, pleased to announce that Leslie McDonough, our retired Library Director, will be assisting us during the upcoming staffing transition in Human Services. Leslie will be stepping into a part-time temporary role as the Acting Director of Human Services following Allison's resignation from service. Leslie will be on site at the Senior Center/Human Services location Tuesdays, Wednesdays, and Thursdays beginning the week of February 19th. Allison and Leslie have met, and will continue to do so, in order to prepare for the transition. We are grateful to Leslie for sharing her time and talents with us during this time of transition. The recruitment for Allison's replacement is underway. The position is open until filled. Interested applicants may apply here: <https://www.mansfieldct.gov/353/Job-Opportunities>
- Our recruitment for Fire Chief continues. First round interviews were completed last week. Finalists have been selected and a second round is being scheduled. The position is open until filled. The job posting may be found here: <https://www.mansfieldct.gov/353/Job-Opportunities>
- Community engagement efforts relative to the ongoing Municipal Facilities Master Plan continue. The Town's community engagement partner/consultant, CivicBrand, will be conducting a number of in-person, pop-up community events and focus groups February 20th-22nd. Information about these opportunities will be shared through the Town's news and announcements and social media. We encourage our residents and stakeholders to participate in these events and provide valuable feedback on our municipal facilities.
- On January 29, Lieutenant Governor Susan Bysiewicz and Department of Veterans Affairs Commissioner Ronald Welch hosted a special Veterans Awards Ceremony to honor Mansfield's Vietnam-era Veterans at the Mansfield Middle School Auditorium on January 29. For its part, the Town of Mansfield played a leading role in organizing the event and ensuring that all surviving veterans and their families received official invitations. Coventry-Mansfield American Legion Post 52 members served as Color Guard, and members of the E.O. Smith High School Chamber Chorus performed the National Anthem. Senator Mae Flexer, State

Rep. Gregg Haddad, State Rep. Pat Boyd, Mayor Moran, and several members of the Mansfield Town Council also attended to honor these men and women. A highlight of the ceremony was when Lieutenant Governor Bysiewicz invited those attending to share their stories of service. Providing these Veterans the opportunity to tell their stories in this intimate setting made the event especially personal. Each Veteran was presented with a certificate and a pin.

- Arrangements are being made for the Registrars of Voters to attend the Town Council's February 26 regular business meeting to provide information relative to the planning and implementation of the April 2 Presidential Preference Primary, which will be the first election in which the newly enacted early-voting law will be in effect.
- The February/March issue of the Town's bimonthly electronic newsletter was published on February 2 and can be accessed [here](#).
- The Town Manager's most recent monthly appearance on WILI-AM with Wayne Norman took place on February 7 and can be accessed [here](#).

- **Mansfield Public Schools (MPS) & Region 19:**

- An update on the Mansfield Elementary School Building project:
 - Legal negotiations with Newfield continue. After a draft settlement was provided to Newfield for consideration in December, the Town received an official counter-proposal from Newfield's attorney within the last two weeks. Local officials are working with the Town Attorney to prepare a formal response that we hope will bring about final resolution to the matter.
 - Commissioning
 - ❖ Progress continues to be made and the commissioning agent is following up on the few remaining open issues with the building management system.
 - ❖ The Direct Outside Air System (DOAS) unit had an issue that affected heat in the main office and the replacement parts have been ordered.
 - The Installation of the masonry wall cap in the rear courtyard is complete.
 - The purchase order for the lightening protection system has been received and the work is being scheduled for February.
 - Note that there will be an extended period of closeout documentation. This process extends for month (and sometimes years) past the start of school as it depends upon final completion of vendor contracts for monitoring the occupied building and the final audit review through the State for final reimbursement funds.
- On February 7th the Mansfield Middle School Roof Building Committee met. An update was provided to the Committee on the status of completing the remediation work and the overall project. The solar array portion of the project is complete, and the roofing portion is nearing completion. The next meeting of the Committee will be held on March 6th. An update can be found here: <https://www.youtube.com/watch?v=mbXh89mQ8tc>

- **Eastern Highlands Health District (EHHD):**

- The EHHD weekly summary on viral respiratory diseases can be accessed [here](#).
- Based on surveillance data available at CDC's [COVID-19 Hospital Admission Levels tool](#), the municipalities within EHHD remain classified as green, or "low" risk category. Hospital Admission Levels can be low, medium, or high and are determined by looking at hospital beds being occupied, hospital admissions, and the total number of new COVID cases in a specific geographical area. CDC recommends taking precautions to protect yourself and others from COVID based on Hospital Admission Levels in your area.
- While supplies last, individuals may pick up *two free COVID-19 self-test kits per person* at the main EHHD office at 4 South Eagleville Road, Mansfield, during normal business hours.

- In preparation for the upcoming cold and flu season, the EHHD recently delivered a supply of free COVID-19 test kits to Mansfield Public Schools and Region 19 for use by the school nurses as needed.
- With the FDA approval and commercialization of the *new monovalent COVID-19 vaccine*, the EHHD no longer has Moderna and Pfizer vaccine available at their clinics for adults. The EHHD does anticipate making the new monovalent vaccine available to children ages 5 to 18 in the near future. More information is forthcoming. Individuals can go to <https://www.vaccines.gov/> to find the nearest provider of the new COVID-19 monovalent vaccine for adults, or children under age 5.
- The EHHD is hosting a series of flu vaccine clinics for children age 4 to 18. The full clinic schedule can be found at <http://ehhd.org/qcontent/NewsFeed.aspx?FeedID=321>

- ***Planning & Development***

- *Presentation to UConn’s Center for Learning in Retirement:* On February 8, 2024, the Director of Planning and Development presented to approximately 30 participants enrolled at UConn’s [Center for Learning in Retirement](#). She offered an overview of the Department functions, how development proposals are reviewed, as well as ways to participate in the Public Hearing process and the Department’s many planning initiatives.
- *CT Bar Association (CBA), CT Association of Zoning Enforcement Officials (CAZEO), and CT Chapter of the American Planning Association (CCAPA):* On January 24, 2024, Jennifer Kaufman, Jillene Woodmansee, and Michael Stankov, attended a training sponsored by CBA, CAZEO, and CCAPA. Major topics of discussion included possible changes to the CT general public notice statute as a result of the Pettipaugh v Fenwick case recently heard by the Supreme Court and legislation related to establishing standards for the granting of use variances by the Zoning Board of Appeals.
- *Northwest Mansfield Vision and Strategy Plan:* Within the next month or so, the Town’s consultant, FHI, will be finalizing a draft vision statement with goals and objectives and will be soliciting feedback. Progress on the plan is available at www.mansfieldtomorrow.org/nw-neighborhood-plan.
- *Development Activity:* Staff continues to update the [Development Activity](#) portion of the Planning and Development website with information on pending applications.
- *PZC Decisions:*
 - *Approved on February 5, 2024* – Special Permit Application of S. Banis for gravel operations on Pleasant Valley Road.
 - *Approved on February 5, 2024* – PZC initiated Zoning Regulation Text Amendment to establish a temporary and limited moratorium on new high-density housing developments to August 31, 2024. During this temporary and limited moratorium, new developments in excess of five (5) total units or with an average density greater than three (3) units per acre shall be prohibited, and no applications shall be received by the Planning and Zoning Commission or Zoning Agent.

- ***Downtown Partnership, Economic Development & Marketing:***

- *ARPA Grants for Artists:* Partnership and Town staff are working with three artists to develop a public art trail adjacent to Route 89 in Mansfield Center. The Town Council authorized funding for an Arts Recovery Fund Program as part of the ARPA funds the Town received. Last year, a Request for Concepts was released for public art proposals with three artists chosen by a staff team and local artists with review by the Town’s Arts Advisory Committee of the three preferred concepts. Work has begun with the artists to develop final proposals. The goal is for the art to be installed by this summer.
- *Cultural District Opportunity:* The Town of Mansfield, in partnership with the Cultural Coalition, concluded a three-session exploration to gather input about potentially establishing a cultural

district in Mansfield. The Cultural Coalition is the Designated Regional Service Organization for the Northeastern region of CT and now serves 42 towns in eastern CT. According to the Cultural Coalition, “a Cultural District is a specific area of a city or town identified by the municipality that has a number of cultural facilities, activities and/or assets – both for profit and nonprofit. A walkable, compact area is easy for visitors to recognize. It is a center of cultural activities – artistic and economic. It is a place in your city/town where community members congregate, and visitors may enjoy those places that make a community special.” Mansfield Town officials have been meeting with the nonprofit Cultural Coalition to discuss the benefits and attributes of a potential cultural district within the community. A staff team from the Town and the Mansfield Downtown Partnership, in its economic development staffing role for the Town, are meeting to discuss next steps after a very positive response from the sessions about the prospect of a Mansfield Cultural District.

- *Taste 2 Towns: Mansfield-Windham Restaurant Week*: The third Taste 2 Towns: Mansfield-Windham Restaurant Week concluded Sunday, February 11. This collaborative effort between the Mansfield Downtown Partnership, Town of Mansfield, Willimantic Downtown Neighborhood Association, and Town of Windham featured 24 restaurants who served up special menu items, special offers, and *prix fixe* menus during the two-week long event. Many thanks to the generous support of our sponsors, including our “Chef’s Table – Presenting Sponsor” Green Valley Tree LLC and our “Main Course Sponsors” Coyote Flaco, Dog Lane Café, Fairways Bar & Grill, Fenton River Grill, and Green Valley Hospitality for helping to make the event a success (see the full list of sponsors [here](#)). Taste 2 Towns was well-received by diners and restaurateurs alike and received a good deal of media attention, including coverage on WFSB and WTNH, in *The Hartford Courant*, *the Chronicle*, and *CT Insider*, and on WILL.

- **Parks & Recreation:**

- Winter programs are underway, and [registrations](#) are still being accepted for many programs.
- Staff is actively planning for the 2024 spring and summer programs.
- Staff is engaged in preparing fiscal year 2024-25 operational and capital project budget proposals.
- In collaboration with several other town departments, staff will participate on 2/12 and 2/13 with the master planning consultant group, 110% Inc., during their onsite visit to Mansfield. The visit will be heavily focused on conducting additional park assessments, a review of CIP plans, and staff training workshops.
- Weekday morning and weeknight [Open Artists Studio Space](#) is ongoing through the winter at Lenard Hall.
- The next [Saturday Social Group](#) for teens and adults with developmental disabilities is February 24 at the Mansfield Community Center.
- The next [Free Mansfield Residents Day](#) at the Mansfield Community Center is February 12 and March 9.
- The annual Valentine’s Dance was held on February 3 at the Mansfield Community Center. The Town Manager, his family, and many other guests had a great time!
- Weekday morning and weeknight [Open Artists Studio Space](#) is ongoing through the winter at Lenard Hall.
- In consultation with Mansfield Facilities Management and our contracted pool services provider, CT Custom Aquatics, the lap pool at the Mansfield Community Center was recently closed to “shock treat” the pool water in an attempt to improve water quality. Although water clarity has somewhat improved, it has been determined that there is a need for significant work on the main pool filter in the near future. This work will include removing broken filter laterals, a full tank inspection, installing new laterals and filter media, and restarting the pool. Depending upon the complexity of the repair, the main pool will need to be closed for 1-3

days. Water chemistry and use of the pool remain open at this time and continue to be within acceptable state health code standards.

- **Human Services**

- The following services were provided by the Department during the month of January:
 - 11 households accessed the food pantry
 - Provided 63 counseling sessions
 - Provided 63 case management services
 - Assisted 13 households with financial assistance
 - Provided 445 meals to seniors
 - Had 1,032 sign-ins at our Senior Center
 - In total, our case management/social work staff provided 198 services to 104 individuals.
- Senior Center
 - We are pleased to be welcoming Jessica Tracy as our new Senior Center Supervisor. Her first day with the department is February 12th.
 - Peggy McCarthy, formerly Mansfield Public Library Adult Services Librarian, has come back on a part-time basis to help with programming at the Senior Center.
 - Staff did an excellent job creating our newly designed SPARKS. Check it out here: <https://www.mansfieldct.gov/DocumentCenter/View/19181/February-Sparks-2024>
- Youth Services
 - Dr. Katie Bell, Youth Services Supervisor, and Marangely Diaz, Youth Services Social Worker, attended the CADCA conference at the end of January. Here are some of their takeaways:
 - ❖ Increased knowledge about accessibility and unregulated cannabinoids that are becoming readily available through non-dispensary means due to loopholes in the Farm Bill. Katie hopes to be able to do an environmental scan/survey about which of these products might be being sold in Mansfield so that we have awareness and can be monitoring for any increased issues related to them.
 - ❖ Increased knowledge about national opioid trends related to counterfeit pills designed to look like prescription opioids actually using fentanyl as the active ingredient and the high levels of risk they pose (7/10 tested last year came back positive for fentanyl) when combined with the perception of safety if individuals think they're purchasing regulated/prescription pills for the sake of recreational use.
 - ❖ Currently rates of youth drug abuse are down but that accidental overdoses have become more fatal despite the lower numbers of users due to the increase in fentanyl's permeation into the market that individuals might not always be aware of. Previous statistics of 1 in 10 accidental overdoses were fatal have recently shifted to 1 in 2. This speaks to the need to move forward with the previously proposed policy to have NARCAN available in town and ideally also school buildings and making sure there are clear policies in place that support and protect staff using them in rescue situations regardless of who might be experiencing the harm.
 - ❖ Learned strategies to prevent/reduce youth substance use by engaging with youth in schools and communities.
 - Being able to engage more in social media with youth
 - Youth are now buying substances through social media-- these substances often have fentanyl and they don't know it.
 - Classroom presentations on Substance use/Assemblies
 - Community Service projects and campaigns

- Adding more protective factors instead of punishments.

- **Mansfield Public Library:**

- Mansfield Library's Digital Navigator Program: Digital Navigators work to close the digital divide in Mansfield through empowering residents in their digital life: facilitating access to affordable internet and devices as well as the skills required to complete the functions of everyday life in the digital age. Digital Navigators can assist in the following areas:
 - Microsoft Office
 - Google tools
 - Computer, tablet and smartphone basics
 - Password resetting
 - Internet browsers
 - Social media
 - Amazon
 - Town and government online services
 - and more

Call or text: 959-444-1305 or e-mail DigitalNavigators@mansfieldct.gov

- Systems Librarian Kaithlin Epling and one of the two Digital Navigators were interviewed on WILI by John Murphy on January 31 for his Arts and Culture show. Local newspaper *The Chronicle* also featured Library Director Devon Andrews on a page one story. The library's collection for the local Chinese-speaking community and its tool library were also featured last month in separate stories.
- Wild Defenses! Children's Nature Program with Denison Pequotsepos Nature Center
Friday, February 16 at 3:00 PM
From thorns and quills to slime and smells, plants and animals have amazing ways to defend themselves! Join a special visitor from the Denison Pequotsepos Nature Center to take a closer look at some of these incredible adaptations, and see plants and meet animals that have them. This program is best for families with children ages 4-8, but all families are welcome!
- Pop-Up Wonder Workshop
Tuesday, February 20 from 1:00-4:00 PM in MPL's Buchanan Auditorium
Get creative with friends at the library! Drop in between 1-4PM for crafts, science experiments and open STEM play. This program is best for preschool and elementary age kids, but all families are welcome.
- TEEN NIGHT: Love Stinks! A Valentines Vs. Anti-Valentines Teen Party
Thursday, February 15th at 6:30PM
Do you love love or think Valentine's Day is the worst day of the year? Join us for love & anti-love crafts, friendship bracelets, sweet treats & free pizza! This program is open to Middle School & High School students only.
- Special Programs for Adults:
 - Gardening Basics
Rescheduled to Tuesday, February 27 at 6:00PM, in MPL's Buchanan Auditorium
Join Chaplin farmer Kelly Caisse from KDCROP FARMS as she guides you into the basics of starting, tending, and harvesting from your garden in 2024! In support of Taste of Mansfield's commitment to connect the community through local food, learn about starting your own seeds, conditioning plants to the garden, organic gardening techniques, and more! Come with your questions!!

About the presenter: Established in 2006, KDCROP FARMS is a vegetable, herb, fruit, starter plant, and egg farm in Chaplin, CT. The farm is family run and woman-owned, led by Kelly Caisse. They use organic, non-chemical, no-till techniques to grow their produce, reduce carbon footprint by mostly using hand tools, and keep the soil happy! KDCROP FARMS also produces a line of value-added relishes, pickles, jams, and salsas that are farm-raised, handmade, and naturally grown for a farm-to-table experience. She is a regular food producer marketing at the Storrs Farmers Market.

- *Adults 18+ Only Game Night*

Tuesday, February 20 from 5:00PM- 8:00PM in MPL's Buchanan Auditorium

Join us at the Mansfield Public Library for our monthly Game Night for adults 18+! Drop in to the auditorium for Magic the Gathering casual commander play or try one of our specially selected board games! Bring your favorite Magic the Gathering commander deck, or learn to play with one of our guest decks. The library will provide board games, but feel free to bring your own to share. We will be happy to help with rules and instructions! All experience levels welcome. No registration required.

- *Virtual Author Talk: "Exploring Identity, Love, and Being Black in America in Fiction Writing: A Conversation with Award-Winning Author Jason Mott"*

Tuesday, February 20th at 4:00 PM, Virtual

You're invited to join us as we talk to *New York Times* bestselling author Jason Mott about his recent novel *Hell of a Book*. This magnificent work of fiction is deeply honest, at times electrically funny, and is a book that goes to the heart of racism, police violence, and the hidden costs exacted upon Black Americans and America as a whole. Register by clicking on this event on the Mansfield Public Library website calendar:

<https://mansfieldpubliclibraryct.org/>

Visit the library's web site for many more programs: <https://mansfieldpubliclibraryct.org/>. All library programs are free and open to the public. No registration is required, unless specially noted.

- **Office of the Town Clerk:**

- *Vault Upgrades Complete* – The grant-funded project to add an additional fixed shelving unit (carriage) to our locked vital records storage area and a laminate top to the top of our map cabinets where books are often placed for research is now complete. We are very pleased with the final result. This project was made possible with funds from the State's Historic Documents Preservation Program.
- *PropertyCheck In Use* – The word about PropertyCheck is out! Residents are signing up for this free service to protect their real estate. Once registered, PropertyCheck will send an alert whenever a document with the registrant's name on it is entered into the land records. To register, go to www.MansfieldCT.gov/TownClerk, create a free online land records account, and set up the PropertyCheck alerts within your free account. We hope this additional layer of protection against property fraud will give our residents peace of mind.

- **Facilities:**

- The Facilities Management Department is presently working on a wide range of projects and tasks, including the following:

- Flooring is completed at Fire Station 207; plumbing, electrical and carpentry is expected to finish in the next few weeks.
- The failed septic tank has been replaced at Fire Station 307. The contractor is presently finishing final connections and inspections will be performed upon completion.
- Work at Mansfield Senior Center relative to the installation of a new generator and walk-in refrigerator commenced this past week with ground-breaking and prepping for pouring of cement pads.
- Reviewing submissions for construction of new main entrance at Mansfield Middle School (MMS).
- Request for Proposals (RFP) has been published relative to installation of new flooring on the third floor of MMS, and a separate RFP relative to repairs and painting of lockers and installation of new cabinetry at MMS is current being developed.
- Final work is being performed on the side/south entrance of Buchanan Auditorium (Mansfield Public Library). At present, railings are being finished and final touches are being applied to electrical and sheetrock on the interior of the new vestibule.



- **Police**

- There are no noteworthy law enforcement activities to report.
- In accordance with the support conveyed for this action by the Mansfield Town Council, the Town Manager submitted an official request to the Colonel of the CT State Police for an additional trooper, which would bring the total to 10 uniformed officers (including the Sergeant/Resident Trooper Supervisor).

- **Fire Department:**

- Below is a brief synopsis of Fire Dept. responses for the period Jan. 22 – Feb. 4, 2024.

Type	# Calls	# Mutual Aid Out of Town
ALS	27	4
BLS	36	6
Total Medical	63	10
Chimney Fire	0	0
Cover Assignment	0	0
Bomb Threat	0	0
Appliance Malfunction/Fire	2	0

Aircraft Accident	0	0
Brush, Grass, Forest Fires	0	0
CO Detector Activation	0	0
Fire Alarm	3	0
HAZ Mat Gas Leak	0	0
Other Fires	2	1
Service Call	3	0
Smoke/Odor Investigation	4	0
Standby	0	0
Structure Fire	0	0
Wires Burning/Arcing	0	0
Tree Down	0	0
Vehicle Accident	6	0
Vehicle Fires	0	0
Water Rescue	0	0
Total Fire Calls	20	1
Grand Total	83	11

- Department personnel continue to routinely take part in meetings with developers and other Town officials relative to the active/ongoing new development projects in various stages of land use review/construction in the Four Corners area.
- Squad 207 Refurb/Remount: The project started in late-June. Overall, the structure of the apparatus is in good shape. There are a couple of cross bars that need to be replaced around the pump panel and the cross-member that holds the water tank that needed to be replaced. The project continues with performing the chassis-saver underbody painting and rustproofing. A new tank cradle is also being fabricated. The motor was evaluated at Detroit Diesel and addressed the oil leaks. Also, the pump was tested and has been rated/passed its pumping capacity. We will need to address a couple of ball valves and the tank-to-pump level. The transmission was evaluated and there were no issues found. Also, the rear springs were in need of replacement. This project continues to proceed forward. Squad 207 will likely continue to be out of service until spring/summer 2024.
- For the period of 1/28/24-2/10/24, the following activities took place in the Offices of Fire Marshal and Emergency Management:
 - 14 fire safety inspections conducted.
 - 21 construction inspections conducted.
 - 1 complaint-based inspection conducted.
 - FM/EMD Libros attended the Capitol Region Fire Marshals Association meeting in Windsor on February 1.
 - FM/EMD Libros attended the virtual meeting of the Region 4 School Safety Subcommittee on February 7.
 - FM/EMD Libros, along with other Town staff, met with Eversource officials on February 7 to discuss their commitment in Mansfield.
 - Weather forecasts for the winter storms event that is hitting CT and other points in New England as of this writing are being monitored by personnel.
- **Public Works:**
 - On January 20, in response to snow flurries that began coating roads in the evening, Town trucks were mobilized to treat roads and parking lots.
 - Historic heavy rainfall in December and January unfortunately decimated most of Mansfield's gravel roads, with Coventry Road in the worst condition. Coventry Road was already

experiencing soft muddy areas on January 25/26. A crew was assigned to apply stone to the worst spots. The crew spread 15 truckloads of 1-1/2" stone. A truckload refers to a full load delivered by one of the Town's six-wheeled dump trucks. The loads were purchased and picked up at Becker Crushed Stone Products of Willington. Immediately after personnel were finished addressing the winter storm on January 29, a crew with a dozer was sent back to Coventry Road to spread 30 truckloads of 2" stone (again using our 6 wheeled town trucks). Again the stone was purchased and picked up at Becker Crushed Stone Products of Willington. We spread these 30 truckloads of 2" stone from the paved portion of Coventry Road to the last most eastern house on the gravel portion, #85. We completed this task on January 30th spreading four additional truckloads of 2" stone (again using our 6 wheeled town trucks) that was purchased and picked up at Becker Crushed Stone Products of Willington. This stone was spread in the near middle section of the gravel section of Coventry Road where the conditions were very wet and muddy.

- Small crews were deployed several times in the early-morning hours of January 28/29 to treat roads due to water bleeding out from the roadside onto the roads and freezing.
- On January 29/30, as a result of the snow (roughly 1.5") that was subsequently followed by a severe rain event, other crews were deployed to addressing poor conditions on certain areas of gravel roads, specifically Forest Road, Woodland Road, Summit Road, Bone Mill Road and Stone Mill Road.
- Our tree removal contractor is supporting the Department with the removal of large dead trees around Mansfield.
- Department personnel continue to replace other missing signs, address miscellaneous citizen requests, patch potholes and pick up wood from downed/cut trees.