

MEMO

To: Town Council
CC: Town Employees
From: Ryan J. Aylesworth, Town Manager
Date: September 8, 2025
Subject: **Town Manager's Report**

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

- The Town of Mansfield/Mansfield Board of Education recently received an approximately \$40,000 members equity payment from our liability-automobile-property insurance and workers compensation insurance carrier, CIRMA. Due to the overall health of the CIRMA pool, and our positive claims experience, we were eligible to receive this payment.
- As the Council is aware, the new large-scale multi-family development referred to as The Standard at Four Corners, owned and operated by Landmark Properties, officially opened in mid-August after receiving all remaining state and local approvals required for occupancy. I wish to convey my deep appreciation to all Town personnel – particularly in the Departments of Planning & Development, Building & Housing, Public Works, and Fire Marshal's Office – who demonstrated the dedication, subject matter expertise, and cross-departmental coordination needed to ensure that this large and significant project was designed and constructed in accordance with all pertinent regulations and standards.
- At the Town's formal request, Town officials/staff and representatives from UConn will take part in a meeting with senior CT Department of Transportation (DOT) later this week to discuss pedestrian safety along the roughly 750-ft section of CT-195/Storrs Road between the southerly boundary of The Standard property and the Four Corners. The Town Manager and Mayor Moran also recently took part in a meeting with UConn President Maric to further discuss how the Town and UConn could most effectively collaborate on joint advocacy. The Town and UConn wish to ensure safe pedestrian passage until such time as the existing trail installed on The Standard property is extended through an adjacent property that was previously approved for a separate multi-family housing project. The Town has requested that CTDOT install delineators along the existing edge of Storrs Road (running concurrent with the recently striped bike lane) to help facilitate safer movement of individuals from the existing sidewalk in front of Dunkin' Donuts to the Standard at Four Corners. UConn supports this near-term measure, as well as other significant roadway redesign concepts (i.e., construction of roundabouts at the intersections of US-44 and CT-195, and CT-320 and CT-195) that the Town continues to advocate for to improve pedestrian safety in this fast growing area of Mansfield.
- The fifth year of the Mansfield Local Government Academy is set to kick off this Thursday, September 11! The MLGA is a 12-class program designed to educate and familiarize citizens with all aspects of their Town government. Informed citizens lead to more engaged citizens, and we hope to enroll up to 25 individuals for this 2025 session. At this time, we have registered 20 individuals, so we still have several slots remaining! Those who are interested may email townmngn@mansfieldct.org.
- *Announcing New Cemetery Sexton:* We are pleased to announce the hiring of our new Sexton, Stephanie Rivers-Tanaka! Stephanie is a lifelong local with deep ties to the community and a strong commitment to preserving Mansfield's history. A UConn graduate with degrees in History and Psychological Sciences, she brings a unique blend of academic insight and community experience to the role. Stephanie's background includes extensive work in genealogy and recordkeeping, as well as

a thoughtful understanding of the sensitivities surrounding death and burial practices—making her exceptionally well-suited for this role. With over a decade of service as a martial arts instructor in Mansfield and prior roles at Mansfield Discovery Depot, Stephanie has also demonstrated a consistent dedication to personal growth, precision, and compassionate service. This transition comes following the sudden passing of Mary Landeck, who served as Sexton for over 14 years with deep care and unwavering dedication. Mary took her work as Sexton very seriously and was personally responsible for modernizing and painstakingly perfecting our Sexton's records. Much more than an outstanding Sexton, Mary loved her family and was a fountain of local historical knowledge. We are grateful for her years of service and hold her memory with great respect. Please join us in extending a warm welcome to Stephanie as she steps into this important position. We are excited to have her on board and confident she will be a valuable asset to our team and to the Town.

- *Mansfield Tomorrow Plan of Conservation and Development (POCD) Update*: Work continues on the Draft Goals, Strategies, and Actions and Plan Narrative. Stay informed and follow the plan's progress at www.mansfieldtomorrow.org.
- *Capitol Region Council of Governments (CRCOG) Housing Conversations/Regional Housing Strategy*: In an effort to gain insights to help address the critical housing issues facing our region, CRCOG is inviting leaders from the 38-town region to participate in two "Housing Conversations":
 - Wednesday, September 24, 2025
7:00–8:30 p.m.
Memorial Hall, First Congregational Church
37 Main Street, Southington, CT
[Register for the Sept. 24 meeting in Southington](#)
 - Thursday, October 16, 2025
7:00–8:30 p.m.
Community Room, Goodwin University
Riverside Drive, East Hartford, CT
[Register for the Oct. 16 meeting in East Hartford](#)

CRCOG has launched a multi-year [Regional Housing Strategy](#) to support municipalities in implementing their Affordable Housing Plans, provide training and resources, and explore regional approaches to housing creation. This is a multi-year endeavor to produce a number of products and tools that can be used by CRCOG and its member communities to tackle housing challenges and tangibly increase housing options in the region.

- *Upcoming Planning and Zoning Commission (PZC)/Inland Wetlands Agency (IWA) Public Hearings*
 - September 15: PZC-Ted's 16 King Hill Road-At its regular meeting on Monday, July 21, 2025, the PZC continued the Public Hearing on the Application of Ryan McDonald (King Hill Properties, LLC) for a Special Use Permit with associated Site Plan modifications. Ted's recently obtained building permits for the installation of a large seasonal tent and a zoning permit to allow temporary outdoor dining. The Applicant now proposes to replace the tent and seasonal dining setup with a permanent addition to the property, providing indoor and outdoor patron space that can be used year-round.
 - September 15: IWA-Special Meeting Application of the Town of Mansfield for Culvert Repair at Eagleville Brook proximate to 11 Hunting Lodge Road and 321 Separatist Road.
 - October 6: PZC-PZC Initiated Changes to Zoning Regulations related to Site Plan and Special Permit Requirements, Performance Standards, and the Water Pipeline Overlay Zone.
 - October 6: IWA-Application of the Town of Mansfield, Department of Public Works, for Complete Street Improvements on Maple Road, including a multi-use trail
- *Neighborhood Assistance Act Grant*: The Town received notification from the CT Department of Revenue Services that the applications submitted by the Town for the [Neighborhood Assistance Act Tax Credit Program](#) were approved. These projects include: Oak Grove Montessori School for Building Management System for HVAC Control, totaling \$2,463.00, and the UConn Foundation Installation of Building Management System for HVAC Controls, totaling \$150,000. The next step in

the process is for these approved entities to identify qualifying businesses willing to request the tax credit and have those businesses complete the required NAA-02 Form to be submitted on or after September 15th, but not later than October 1st.

- *Mansfield Public Library (MPL) Updates:*
 - September is Library Card Sign-up Month and – to both encourage residents to sign up for a library card and to celebrate existing card holders – MPL is giving out fun branded swag all month long, including stuffed “library lions,” light-up yo-yo’s, color-change cups, carabineers, and more fun items.
 - In addition to offering this swag at the library, MPL will also be tabling at both Celebrate Mansfield (September 27) and the Sun Day event (September 21) in the Downtown area where staff will share info about library resources and upcoming programs, and have fun activities and materials to check out.
 - On Friday, September 19, MPL will hold a special afterhours Back to School event, welcoming families to enjoy activities and pizza!
 - MPL will be holding our second annual Costume Swap on Thursday, October 2, collecting donated costumes the week before and also holding another very popular Craft Swap on September 13.
 - Starting in September, MPL is adding a monthly Cookbook Club on the third Thursday of every month where community members can share food, recipes, and camaraderie.
- *Mansfield Parks and Recreation Updates:*
 - As has been previously reported, the vendors administering Silver Sneakers and Renew-Active have responded to the planned discontinuation of ISMs with an enhanced desire to negotiate potential new terms that would be agreeable to the Town and enable continued participation in these programs. Negotiations have been underway for some weeks and staff anticipates providing Council with an update and associated recommendations at its September 22 regular business meeting. Updated information regarding insurance-supported memberships is available at MCC and [online](#).
 - Acoustical improvements for the performance hall at Lenard Hall were recently completed by DDS Acoustical Specialties. Acoustical fabric-wrapped panel boards were installed on the ceiling to significantly improve reverberation time (the persistence of sound in a room after the source has stopped) and noise reduction. The installation of the panels will reduce echo, improve intelligibility, and make the sound balanced. The post-test results aligns with the acoustic goal for the multipurpose use, reducing reverberation time from 2.67 seconds to 1.05 seconds. The greatest improvements were noted to occur in mid-to-high frequencies, the range most important for speech intelligibility and music clarity. We will continue to monitor the effect the improvements has on performance space use and consider additional steps if necessary.
 - In collaboration with Mansfield Facilities Management, the Community Center's annual maintenance week was held August 18-24. A significant number of projects were completed during this time and ongoing maintenance and custodial projects will continue throughout the year. During this period, Parks and Recreation in-person registration and general services were moved to Lenard Hall. Some of the projects included:
 - Exterior: Power washing all exterior of the building and windows.
 - Aquatics area: Therapy pool drained, washed, and refilled, main pool gutters cleaned, deck and deck grates power-washed, interior and exterior windows cleaned, bleachers, railings, and main pool stainless steel and all area equipment cleaned, walls painted.
 - Flooring: Gymnasium and studio wood floors refinished, floors and lobby striped and waxed, cracked floor tiles replaced.

- Ceiling and walls: High dusting, replaced worn ceiling tiles, repaired and painted all hallway walls, cleaned all carpets in offices and public spaces.
 - General: Cleaned track, cabinets, equipment, fans, and railings of stairwells. All rooms and bathrooms deep cleaned, and air-handler filters replaced, removal of old equipment and supplies, and reorganizing storage areas.
 - Locker Rooms: Deep cleaned, repairs to tile, and walls.
 - Resetting all furniture, equipment, supplies, and signs, in rooms, hallways, and walls.
- The final phase of upgrades over the past 18 months to the original 2003 strength equipment was completed in the first week of September. The 16 upgrades included 11 new Precor Resolute Circuit Stations, two Precor Discover Free-weight Training Stations, one Precor Vitality Ad/Abcut station, one Concept 2 SkiErg, and new free weights. Most major cardio and strength machines have now been replaced over the past year and a half. There may be a need for spin bikes to be replaced in the next fiscal year but currently the bikes are performing very well.
 - On September 5, MCC hosted a Meet and Greet Event with UConn women's basketball player KK Arnold for 200 individuals. This event was staffed by Parks and Recreation and Youth Services.
 - This past Thursday, September 4, Parks and Recreation staff attended the recent Mansfield Middle School Open House to promote services. Parks and Recreation is scheduled to attend upcoming school open houses and UConn events during the fall to further promote their services and employment opportunities.
 - A total of 890 children participated in Camp Mansfield and Specialty Camps this summer.
 - Parks and Recreation, Facilities Management, and Public Works are actively maintaining athletic fields for fall baseball, softball, and soccer.
- *Human Services Updates:*
 - The Summer Fun Bus wrapped up its inaugural season with tremendous success. The collaboration between the Mansfield Public Schools, Mansfield Human Services and the Mansfield Public Library completed a total of 18 runs over nine weeks. We had an impressive 553 visitors, a mix of both returning friends as well as new faces that joined the fun each week. We engaged with more than 55 families across the various locations. Each visit was filled with laughter, popsicles, books, and prizes, while the Summer Food Program provided food bags to 14 families each week. What stood out the most were the smiles, hugs and heartfelt words of thanks from children and caregivers. Families shared how much they all looked forward to seeing us, not just for the books, food and giveaways, but for the chance to connect with neighbors and feel a part of something bigger. Through this outreach, we were able to link households with resources and strengthen community connections. The Summer Fun Bus quickly became more than a program. It grew to become a gathering place that shared support, joy and connections throughout our town during the summer months.
 - The Summer Food Program wrapped up alongside the Summer Fun Bus, making a meaningful impact for many households throughout the town. The Summer Food Program provided nutritional support to families who qualified for the Free or Reduced-fee lunch program at our schools, over a period of 9 weeks. The Town served a total of 37 families, reaching over 100 children. Food was distributed in two ways: 20 households received weekly deliveries through direct stops at home or the Summer Fun Bus, while the remaining families picked up their food at the Human Services office each week. Each household was provided with two bags of food each week which contained a mix of fresh produce and shelf-stable items. In total, The Town distributed over 630 bags of food in this nine week period. This Summer Food Program not only helped to bridge a gap during the summer, but also helped to ensure that households felt supported and cared for by their community.

- As a reminder, residents have until September 30th to apply for the renters rebate. This program, managed by the State of Connecticut, is a reimbursement program for elderly and totally disabled residents with qualifying incomes. Eligible residents can apply through the Human Services Department to see what financial assistance they may qualify for. Applications must be completed in person—please call 860-429-3315 to schedule an appointment or learn more.
- This September marks the “Golden Anniversary” of the Mansfield Senior Center—50 years of connection, engagement, and community support. There are so many activities planned and opportunities for everyone to come and check out what the Senior Center has to offer. Here are a few highlights of what to expect!
 - September 17th, 10am – 12pm, there is a group and resource fair to learn more about all the services that we offer at the Senior Center.
 - Senior Center Spirit week is planned for Sept. 22nd – Sept 26th
 - September 22nd, “Fallin’ for fall” wear all fall colors today!
 - September 23rd, wear your crazy hat or crazy hair today!
 - September 24th, Dress up as your favorite superhero!
 - September 25th, in honor of our Golden Anniversary, wear Gold today!
 - September 26th, Decades day, come dressed in clothes from your favorite decade!
 - September 23 at 3:15pm, there is a free Elder Law Explained presentation. Come to find out what is important for you to know, and ask any questions that you may have. Registrations is preferred through the Mansfield Senior Center.
 - “A Golden Night of Stars” Anniversary Variety Show September 25 starting at 5pm. Come to showcase your talents or simply to enjoy the show! There will be light hors d’oeuvres served. Please RSVP to reserve a seat to the Mansfield Senior Center 860-429-0262
- This past week, the Teen Center opened for school year hours. This year, the Teen Center will be following the schedule below:
 - Monday & Tuesdays: High School drop-in days from 2:30pm – 5:30pm
 - Wednesday & Thursdays: Middle School drop-in days form 3:00pm – 5:30pm (to increase to 6:00 pm during October)
 - Special events planned two Fridays per month from 3pm – 5:30pm. Registration required. Details available on the Youth Services webpage.
- Youth Services continues to work on providing safe, engaging, no-cost activities that can help youth experience new things and build their skills. Our fall programming lineup is getting ready to start, with some programs that still need finalization.
- *Mansfield Downtown Partnership Updates:*
 - The Celebrate Mansfield Festival will be held in Downtown Storrs on Saturday, September 27 from 2 to 8 PM The Festival organizers announced that the headliner band performing at 6:30 PM on the stage in Downtown Storrs is All Night Boogie Band. It’s a blues, rock & roll, and soul-inspired band hailing from the Green Mountains of Burlington, Vermont and rising in popularity. The full schedule for Celebrate Mansfield is being finalized, and details will be available at <https://www.downtownstorrsfestival.org/>.
 - The Mansfield Downtown Partnership welcomes two new businesses to Downtown Storrs and congratulates a third business on their brand new location. Cut to the Chase relocated to a more visible location at 1206 Storrs Road and celebrated with a ribbon-cutting on August 30 which Mayor Moran attended. Nikki’s Dog House has expanded to Mansfield from Putnam. Their ribbon-cutting September 6 was attended by Deputy Mayor Shaiken, Senator Mae Flexer, and State Rep. Gregg Haddad and included a remote broadcast by WINY. Ledgebrook Massage Center, a medical massage practice, is relocating to Downtown Storrs

at 1244 Storrs Road and will open on September 18. With the addition of these three, Downtown Storrs is now home to 72 businesses and organizations.

- *Mansfield Resident Trooper's Office (RTO) Updates:*
 - The Resident Trooper's Office (RTO) is happy to report that the late-August UConn move-in process went relatively smoothly and the volume of off-campus activities resulting in law enforcement response in subsequent weeks has been consistent with past years. New tenants residing in The Oaks on the Square moved in August 23, and the services of three troopers were secured to assistance on that date. Troopers helped with traffic and any other issues as they arose. The added cost of the troopers is being paid by The Oaks.
 - On-campus move-in took place August 21-24. UConn followed similar procedures as the last few years, and it once again proved effective. UConn Public Safety did not ultimately request CT State Police assistance, and the Mansfield RTO had normal patrol personnel on each day.
 - The Mansfield RTO responded to multiple events involving large crowds, loud music, and related behavior in association with Kathmandu Kitchen on Wilbur Cross Way during the August 28-30 timeframe. The RTO also reported that the vast majority of the crowd was not UConn students. These activities have resulted in the business owner being issued a Town nuisance violation and the owner subsequently met with both the Resident Trooper Supervisor and Town Fire Marshal to review the concerns and outline steps to be taken to resolve the issues. The RTO has been and will continue to closely monitor activity downtown over the course of subsequent weekends, and plans are in place to have a CSP unit in the area of Kathmandu as a deterrent for unruly crowds and maintain a presence in the area when possible. The owner was informed that further issues may result in additional enforcement.
 - CSP party patrols recommenced on August 28 and be implemented through Halloween. The first weekend of the semester, the RTO issued 12 nuisance violations to off-campus residences for parties (six locations). The Resident Trooper Supervisor also continues to participate in both proactive and reactive house/neighborhood visits with John Armstrong, UConn Associate Dean of Students.
- *Mansfield Fire and Emergency Services Updates:*
 - Mansfield Fire and Emergency personnel will host a public ceremony in honor of the victims of 9.11 on Thursday, September 11 at the Town Hall Flag Pole. The ceremony will begin at 8:40 AM to coincide with the timing of the terrorist attacks on 9.11.
 - Summary of recent Department calls for service (August 23 – September 5, 2025)

Incident Type Group	Incident Type	Count of Incidents
100 - Fire	Building fire	1
300 - Rescue & EMS	Emergency medical service incident, other	1
	EMS call, excluding vehicle accident with injury	48
	Medical Alarm	4
	Motor vehicle accident with injuries	1
	Motor vehicle accident with no injuries.	3
	Rescue, EMS incident, other	1
300 - Rescue & EMS Total		58
400 - Hazardous Condition	Arcing, shorted electrical equipment	2
	Power line down	4
400 - Hazardous Condition Total		6
500 - Service Call	Assist invalid	1
	Lock-out	1
	Person in distress, other	1
	Police matter	1
	Public service	1
500 - Service Call Total		5
600 - Good Intent Call	Cancelled en route EMS	1
	Dispatched & canceled en route	1
	EMS call, party transported by non-fire agency	1
	Good intent call, other	1
	No incident found on arrival at dispatch address	2
600 - Good Intent Call Total		6
700 - False Alarm	Alarm system activation, no fire - unintentional	1
	Alarm system sounded due to malfunction	1
Count of Incidents		81

Aid Given Or Received	Incident Type	Count
Automatic aid given	Cancelled en route EMS	1
	EMS call, excluding vehicle accident with injury	1
Automatic aid given Total		2
Mutual aid given	Building fire	1
	Dispatched & canceled en route	1
	EMS call, excluding vehicle accident with injury	1
Mutual aid given Total		3
Count		5

- *Facilities Management Updates*
 - *Old Town Hall Repairs/Rehabilitation:* Work has progressed with the exterior siding installation, and the contractor is working diligently to coordinate the completion of all their remaining work by the contract date of September 30th. Parking lot paving and landscaping of the exterior will likely continue through October and November.
 - *Mansfield Middle School (MMS) Main Entrance/Security Improvement Project:* MMS office staff were moved into their newly completed space in time for the start of the school year. The main entrance front door system, and preparations to the elevator shaft to accept the new elevator car has been completed. Work continues on the exterior patio and canopy construction with expected completion early October. The elevator car installation is expected to begin with the arrival of the car in mid-December.
 - *MMS HVAC Construction Project:* The HVAC project work started in the evening of September 3. The contractor has begun by installing ceiling cassettes in the 3rd floor classrooms and hallways, as well as running piping to each. The work is off to a strong start, and the contractor has been diligent about cleaning up and leaving the classrooms ready for students the following morning. The project is anticipated to conclude at the end of January 2026.
 - *Mansfield Elementary School (MES) Water Treatment System:* The MES water treatment system was completed, fully approved by the state, and put into operation prior to the start of the new school year. As a reminder, there are several action items post completion/start-up, including:
 - Pulling treated water through to distribution system
 - CT Water Company (CWC) will collect and have an independent lab test samples on a weekly basis until copper levels are shown to be below Action Level (AL) as established by DPH/EPA. CWC will collect 20 compliance samples prior to the end of the current calendar year.
 - *MES Playground:* Resurfacing of the playground and installation of the new We-Go-Round (inclusive design merry-go-round) was completed prior to the start of the new school year. While the new playground surface is in place, there is still a bit more work to complete the installation of a shade structure to compliment the playground. Facilities is working to expedite its completion.
- *Public Works Updates*
 - The South Eagleville Road pedestrian safety improvement project is going well. Traffic islands are 80% complete. The new sidewalk being constructed on the northern side is nearly complete. Utility relocation is ongoing.
 - Resurfacing of Spring Hill Road between Storrs Road and Maple Road is complete, including installation of curbing and driveway aprons. Road edges will be backfilled and seeded in the coming weeks.
 - The drainage crew on Mulberry Road completed 15 of 17 catch basins, 1400' of 2000' of drainage pipe, and two of three pipe crossings. This drainage project is almost complete and paving is anticipated for early-October.
 - The Mansfield Center sidewalks paving project is marked out. The contractor is expected to break ground in a couple weeks.
 - The roadside mowing program is in full swing and several high-growth areas have been mowed a second time to ensure safe sight lines.
 - Personnel continue to replace missing signs, address miscellaneous citizen requests, patch potholes and pick up wood from trees that are the responsibility of the Town.
 - The campaign to raise community funds, matched by Sustainable CT, to purchase composting equipment and reusable serving trays and flatware was successful. E.O. Smith is now collecting compostable food wastes in the cafeteria daily. The Town's Trash and

Recycling Coordinator has been overseeing the initial lunch waves to ensure separation of trash and waste is executed properly until students and school staff are recruited to oversee the program.

- The Town Manager's most recent monthly appearance on WILI-AM with Wayne Norman took place this past Friday, September 5, and can be accessed [here](#).