

MEMO

To: Town Council
CC: Town Employees
From: Ryan J. Aylesworth, Town Manager
Date: September 22, 2025
Subject: **Town Manager's Report**

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

- As the Council was previously informed, at the Town's formal request, Town officials/staff and representatives from UConn recently took part in a meeting with senior CT Department of Transportation (CTDOT) 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. Although there are no easy solutions, multiple strategies were discussed that could potentially be deployed in the interest of facilitating incremental improvement. 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 had 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, but during the meeting CTDOT indicated that this will not be possible due to insufficient road width to achieve necessary "buffering" between the delineators and the adjacent travel lane. This led to exploration of other potential modifications that CTDOT indicated it would support.
- The fifth year of the Mansfield Local Government Academy commenced on September 11. We have 22 participants enrolled this year, including several individuals who are candidates for local elective office this November. The first session entailed a broad overview of municipal governance, administration, budgeting, the Office of the Town Clerk, and elections. The second session, held on September 18, provided a detailed introduction to building and housing inspection services, the Office of the Fire Marshal, and emergency management. The third session will take place on September 25 and focus on all facets of the Town's Public Works operations.
- On September 22, Nathan Fuerst, Vice President for Student Life and Enrollment at the University of Connecticut (UConn), will provide an overview of UConn's Strategic Enrollment Management (SEM) Plan. This comprehensive, long-term plan will guide the University's efforts in student recruitment, retention, and graduation. It is of course essential for the Town to have a thorough understanding of UConn's long-term enrollment plans given the relevance and implication on myriad issues such as land use planning, housing, economic development, public safety, transportation and infrastructure, and other municipal services and projects.
- As the Council is aware, over the last few months, the Town's administration has been actively negotiating the terms of potential successor agreements with two vendors – Optum (RenewActive) and Tivity (Silver Sneakers) – regarding their respective insurance-supported membership (ISM) programs that the Town has participated in for some years. Although the Town Council voted back in June to discontinue these programs effective January 1, 2026 at the recommendation of staff, efforts have been made in the ensuing months to negotiate new terms that would be in the Town's best interest to enable continued participation in the respective ISM programs. Town leadership has fully completed our negotiations with Optum (RenewActive) and believe the terms are advantageous both

in terms of financial sustainability as well as being able to continue offering this benefit to area residents who possess it. We are in the final stages of negotiations with Tivity (Silver Sneakers) and staff hopes to be in a position to report to the Council at its October 14 meeting that we have finalized terms that are advantageous both in terms of financial sustainability as well as being able to continue offering this benefit to area residents who possess it. This topic is on the agenda for Council consideration and action at its business meeting this evening.

- We are grateful to the Mansfield Fire and Emergency Department for organizing a powerful 9.11 Remembrance Ceremony on the morning of September 11 at the Town Hall flagpole. Thank you to the firefighters, employees, local officials, and other stakeholders who participated, and to Deputy Chief Danielson for sharing moving remarks about his personal experiences related to the attacks on New York and the selfless response of police and firefighters.
- Hiring/Appointment Updates:
 - Maddie DuBaldo will begin work on September 22, 2025 as our Youth Services Prevention Specialist. This new position was authorized as a service improvement for the FY 2025/26 budget. She has previous experience working for a municipal youth and family services department. Maddie recently completed her master's degree in social work, and she holds a bachelor's degree in psychology.
 - Ryan Luberto has been promoted to Arborist (Tree) Crew Leader with the Department of Public Works, beginning September 22, 2025. Prior to working in Mansfield, Ryan had nine years of experience with a tree service, having served as a Foreman. He also has landscaping experience and completed some course work in landscape architecture.
 - Ryan Winterberger has been promoted to Truck Driver with the Department of Public Works, beginning September 22, 2025. Prior to working in Mansfield, Ryan had over five years of municipal experience in the Public Works field. He has completed the T2 certification program through UCONN and holds a pesticide applicator license.
- *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.
- *Development Activity:* Staff continue to meet with several property owners across town interested in developing housing. It is anticipated that there will be applications received by the Inland Wetlands Agency and the Planning and Zoning Commission in the near future.
- *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 PM
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 PM
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*
 - October 6: 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
- *Public Water in Northwest Mansfield:* Portions of Northwest Mansfield are served by the Connecticut Water Company (CWC) under a diversion permit issued by the CT Department of Energy and Environmental Protection (DEEP) that allows up to 1.85 million gallons of water per day (MGD) to Mansfield and UConn via a regional pipeline. In addition to existing customers, CWC has committed to serving The Mark at Mansfield (593 bedrooms, 6,976 sq. ft. retail) and The Villages at Four Corners (116 units, 12,256 sq. ft. retail). Staff continue to work with CT Water and UConn to ensure sufficient supply for current and future development.
- *CDBG/Small Cities Grant Administrator Training:* The Director of Planning and Development, Planner II, and Administrative Services Specialist will attend HUD's CDBG Small Cities Grant Administrator Training this week. Starting December 2025, the Department will oversee this program, which funds housing, infrastructure, economic development, and community services.
- *Mansfield Public Library (MPL) Updates:*
 - There is just over a week remaining of Library Card Sign-up Month! All month long, MPL has been enthusiastically giving out fun branded swag to those who sign up for a new library card or show their existing library card. This year's items include 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 tabled at the "Sun Day" event this past Saturday (September 21) and will also be tabling at Celebrate Mansfield on Saturday with more fun activities and information about library resources and upcoming programs.
 - The American Red Cross will host its next Blood Drive on September 29 from 11:00 AM - 4:00 PM in Buchanan Auditorium. MPL became the new host site for the first blood drive in mid-August and the reception from the community has been incredibly positive and the Library is grateful for the partnership.
 - The Library is hosting two Last Green Valley Walktober events, the first of which is on September 30 and will feature "Spooky Trails and Tall Tales of Connecticut", welcoming author and UMass professor of folklore, Stephen Gencarella, as he discusses Connecticut's legends and haunted history along its many hiking trails.
 - We will be holding our second annual Kids' Costume Swap on Thursday, October 2, collecting donated costumes the week prior.
 - Friends of the Mansfield Library will hold its next book sale on October 4 (Sat.) and October 5 (Sun.) with a special preview night for Friends members the evening of Friday, October 3.
- *Mansfield Parks and Recreation Updates:*
 - Sunny Acres Tennis/Pickleball Court- Reconditioning work, including cleaning, crack repairs, sanding, patching, painting, and relining of the court was completed by an outside vendor (Hinding Courts, Inc.) over a roughly one-week period.
 - Skate Park- This week, an outside vendor (Arrow Fence) has been contracted to replace all wire fence sections, a number of horizontal supports, and improve anchoring of loose vertical posts at the skate park. The park will be closed during this period and will reopen after all work is complete. These improvements are part of a project that also includes the installation of a shade structure, adding a new park element, and resurfacing of existing elements. The completion of all project work is anticipated to conclude in the spring of 2026.
 - Parks and Recreation continues to collaborate with multiple Town departments, PFA Architecture, and Nadler Modular to develop a detailed plan for a new modular bathhouse at the Bicentennial Pond Recreation Area.

- On September 18, parks and recreation staff participated in Emergency Preparedness and Evacuation Procedure Training and drills led by staff from Fire & Emergency Services and the Office of Emergency Management. This annual training provides important risk management, emergency response, drills, and review of safety equipment and supplies such as fire extinguishers, AED's and First Aid kits. A portion of the training also included a fire drill at the Mansfield Community Center.
- This month, Parks and Recreation staff attended the MMS, MES, and EOS open houses and the UConn Health and Wellness Fair to promote services and employment opportunities.
- Over the past month, staff have worked closely with Human Resources to manage a high volume of part-time employee recruitment, interviewing, hiring and onboarding, department orientation and training for many areas of parks and recreation operations. The summer to fall seasonal transition is one of two significant annual staff turnovers that parks and recreation experiences with the predominately young workforce for the department.
- *Human Services Updates:*
 - The Department wishes to extend a final reminder to all those who are looking to participate in the Renter's Rebate program that applications must be submitted no later than end of business day on September 30. If residents want to know if you qualify or need to set up an appointment, please call Mansfield Human Services today to get scheduled (860-429-3315)!
 - Medicare Open Enrollment runs from October 15 through December 7. Human Services will be offering both individual sessions as well as monthly drop in times at Human Services/Senior Center, as well as outreaching to other locations in the community. You can call Mansfield Human Services to schedule an appointment at 860-429-3315.
 - Mansfield Human Services is excited to announce a Comedy Show Fundraiser that will be hosted on Friday October 17 at the Elks Lodge Ballroom in Willimantic. This evening promises to be filled with plenty of laughter, raffle prizes and community spirit, all to support a great cause. Proceeds from the event go directly to benefit the community, through the Mansfield Human Services various financial assistance programs. These programs provide vital support to our residents in need year-round, and program funding has helped households with essential needs such as heating assistance, housing stability, utility support and access to food. Year after year this program has proven to be a lifeline for so many people in our community. For more details or to purchase tickets, visit the [Mansfield Human Services website](#) and click on the Fundraisers tab.
 - A very successful Senior Resource Fair with 20 different vendors and groups in attendance was held on September 17. The groups included several Town Departments as well as outside agencies to provide much needed information to our aging population. The parking lot was full with many people coming in and out to learn more about some important topics.
 - With Medicare Open Enrollment beginning in October, the Senior Center is holding a Medicare 101 session on October 21 at 10:30 AM for all that want to come for the first time, or to get a refresher on plan options and learn about any possible changes to existing plans.
 - The Senior Center Book Club had its first meeting in September, and is off to a great start. The seniors in attendance loved this "first edition" of this new program and are looking forward to many more upcoming "chapters". Books have been selected for both October and November. Details on upcoming Book Club meeting will be included in the [Senior Sparks](#).
 - Youth Services and the Mansfield Community Center are collaborating on new teen events, and to initiate a new Play Café for parents with young children. More information to come!
 - Youth Services staff attended Open House for all the schools in our area (MES, MMS, and E.O. Smith) to greet families and share information about fall programs.
 - Youth Services staff attended UConn's Fall Involvement Fair in September to recruit volunteers for our Youth Services programs and will also be participating in UConn's upcoming Work/Life Expo in October.

- With the start of school, Youth Services has seen a considerable increase in interest in the Teen Center being operated on weekday afternoons in the Mansfield Community Center. The first Teen Center Friday event is scheduled for September 26th from 3:00–5:30 PM. This event will be focusing on making baked goods for all those in our community.
- *Mansfield Downtown Partnership Updates:* The Celebrate Mansfield Festival is taking place this Saturday, September 27, from 2:00 PM – 8:00 PM. The Festival will be featuring more than 80 booths this year. A wide range of fun and engaging activities, cooking demonstrations, three stages with many performers and different acts, has all been organized to attract people of all ages. Also new this year is a beer garden being operated by Hops44. The full schedule for Celebrate Mansfield and additional details are available at <https://www.downtownstorrsvfestival.org/>.
- *Mansfield Resident Trooper's Office (RTO) Updates:* There have been no noteworthy changes or law enforcement matters to report to Council in the time since the last TMR was issued. Personnel in the RTO continue to operate weekend party patrols and the Town's nuisance ordinance continues to be enforced with citations being issued as appropriate. The Resident Trooper Supervisor, alongside the Associate Dean of Students, recently attended UConn's Intrafraternity council meeting to continue building rapport and cooperation with fraternity event organizers.
- *Mansfield Fire and Emergency Services Updates:*
 - Mansfield Fire and Emergency Services is now participating in biweekly meetings with UConn regarding safety issues both on and off campus.
 - The new Ambulance 707 went in service this month having passed all requisite inspections.
 - Summary of recent Department calls for service (September 6 – September 19, 2025)

Incident Type Group	Incident Type	Count of Incidents
100 - Fire	Brush or brush-and-grass mixture fire	1
300 - Rescue & EMS	EMS call, excluding vehicle accident with injury	59
	Medical Alarm	2
	Motor vehicle accident with injuries	6
	Motor vehicle accident with no injuries.	2
	Removal of victim(s) from stalled elevator	1
	Rescue or EMS standby	2
	Rescue, EMS incident, other	2
300 - Rescue & EMS Total		74
400 - Hazardous Condition	Carbon monoxide incident	1
	Gas leak (natural gas or LPG)	1
	Power line down	1
	Vehicle accident, general cleanup	1
400 - Hazardous Condition Total		4
500 - Service Call	Assist invalid	3
	Person in distress, other	1
	Public service assistance, other	1
	Service Call, other	3
	Smoke or odor removal	1
500 - Service Call Total		9
600 - Good Intent Call	Cancelled en route EMS	4
	Dispatched & canceled en route	4
	Good intent call, other	1
	No incident found on arrival at dispatch address	1
	Smoke scare, odor of smoke	2
Count of Incidents		112



Mutual Aid - Given

Aid Given Or Received	Incident Type	Count
Mutual aid given	Cancelled en route EMS	2
	Dispatched & canceled en route	3
	EMS call, excluding vehicle accident with injury	4
	Motor vehicle accident with injuries	2
	Rescue or EMS standby	2
Mutual aid given Total		13
Count		13

 Mutual Aid - Received

Aid Given Or Received	Incident Type	Count
Automatic aid received	EMS call, excluding vehicle accident with injury	5
Mutual aid received	Cancelled en route EMS	1
	EMS call, excluding vehicle accident with injury	3
Mutual aid received Total		4
Count		9

- **Facilities Management Updates:**
 - *Old Town Hall Repairs/Rehabilitation:* Exterior siding installation is near complete, and work to the rear entrance and restroom are in progress (approximately 30% complete) with substantial completion expected at the end of this month. Parking lot paving and landscaping of the exterior will likely continue through October and November.
 - *Mansfield Middle School (MMS) Main Entrance/Security Improvement Project:* As was previously reported, MMS office staff were moved into their newly completed space prior to the start of the school year. The elevator car installation is expected to begin with the arrival of the car in mid-December. Planning has begun on cafeteria renovations for next summer at the middle school. The project intent is to bring a much-needed update to finishes and furniture in the cafe as well as removing a portion of wall that separates the kitchen from the dining space in an effort to create a more open and modern look. This renovation will also allow for a more efficient serving and check-out process.
 - *MMS HVAC Construction Project:* The grant-funded HVAC project at MMS continues with third floor piping and ceiling cassette installation. Sav-more (contractor) is confident in its proposed installation schedule after having become more familiar with the building and getting a few weeks of work behind them. Estimated early January completion.
 - *Mansfield Elementary School (MES) Water Treatment System:* We are happy to report that the initial results of water quality testing at MES since installing the treatment system (operational in late-August) have been more favorable than expected. Early results already show copper content receding to acceptable levels. While this is certainly very welcome and encouraging news, additional testing and an established history of compliance are necessary before rendering an opinion or requesting any revision to the water monitoring plan as set by the CT Department of Public Health.
 - *MES Playground:* As was previously reported, 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. Completion of the new shade structure to complement MES playground is scheduled to be installed early this week.
- **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. Light bases are being installed starting from Maple Road intersection working towards the CT-195/Storrs Road end.
 - The drainage crew on Mulberry Road has completed all 17 catch basins, nearly 1,900' of 2000' of drainage pipe, and all three pipe crossings. This drainage project is almost complete and paving is anticipated for early-October.

- The Mansfield Center sidewalks resurfacing project has begun on the eastern side of Storrs Road with the removal of the grass in the existing stone dust pathways. This week the grading will be completed and paving will follow.
- 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 October/November issue of the Town's bi-monthly electronic newsletter is in production with an expected publication date of October 1.
- The Town Manager's next monthly appearance on WILI-AM with Wayne Norman will take place on Friday, October 3.