

## MEMO

**To:** Town Council  
**CC:** Town Employees  
**From:** Ryan J. Aylesworth, Town Manager  
**Date:** October 27, 2025  
**Subject:** **Town Manager's Report**

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

- There was a tragic structure fire that occurred last Tuesday evening, October 21. The fire occurred at 441 Warrenville Road, also known locally as Khuyay Farm, which raises alpacas. Three members of the household were rescued from the building, but one victim did not survive. The State Police Fire and Explosive Investigation Unit (FEIU), in coordination with the Town's Fire Marshal, is still investigating the origin and cause of this fire. I want to commend the heroic actions of Deputy Chief Danielson – who was first to enter the home and removed all three occupants – and the professionalism of all responding personnel who worked under extremely challenging conditions. We are very proud that our personnel responded so swiftly with fire suppression and emergency medical apparatus given the relatively remote location. Due to the challenges presented with this rural area and limited nearby water supply, Mansfield Fire Department requested mutual aid assistance from UConn, Willimantic, Willington, Columbia, and Ashford Fire Departments to extinguish the fire. Willimantic, Coventry, Windham Paramedics and Rockville Paramedics assisted with on-scene medical care and transport. In addition, North Windham and South Windham Fire Departments provided station coverage in Mansfield while Mansfield Fire personnel were engaged at the incident. Mansfield officials are extremely grateful for the outpouring of support from these partner departments. In total, more than 30 firefighters and medical professionals responded to this incident.
- The Town Manager and Chief of Shared Services and Administration are presently in Tampa, FL, through October 29 (Wednesday) attending the ICMA annual conference. An Acting Town Manager will not be named during this time period, however, John Carrington (Director of Public Works) is serving as the Town Manager's proxy during the Town Council's regular business meeting tonight.
- As a reminder, the Town will be officially recognized for this achieving Gold Level Certification from SustainableCT at the organization's Annual Awards Ceremony tomorrow evening, October 28, 2025. Mayor Moran will be in attendance to accept the award on the Town's behalf. The Town looks forward to continuing this work and identifying new opportunities to further enhance quality of life for all who live, work, and learn in Mansfield. This recognition is a significant milestone in Mansfield's longstanding commitment to sustainability. This achievement reflects the dedication of our staff, volunteers, and community members who have consistently championed sustainable practices and bold ideas. We hope residents will not only be proud of this recognition, but, more importantly, proud of the meaningful impact these efforts will continue to have for generations to come. With Gold Certification, Mansfield joins a select group of leading communities across the state that have demonstrated an exceptional commitment to building a more sustainable and resilient future.
- After incurring an unplanned "pause" due to unfortunate delay in review/sign-off of the proposed service agreement by the CT Department of Economic and Community Development (DECD), the Town is now officially moving forward with its work with EDM Studios (architecture and design firm) regarding the municipal services campus master plan. As a reminder, a \$250,000 grant from the Community Investment Fund (CIF) administered by DECD is enabling the Town to undergo more in-

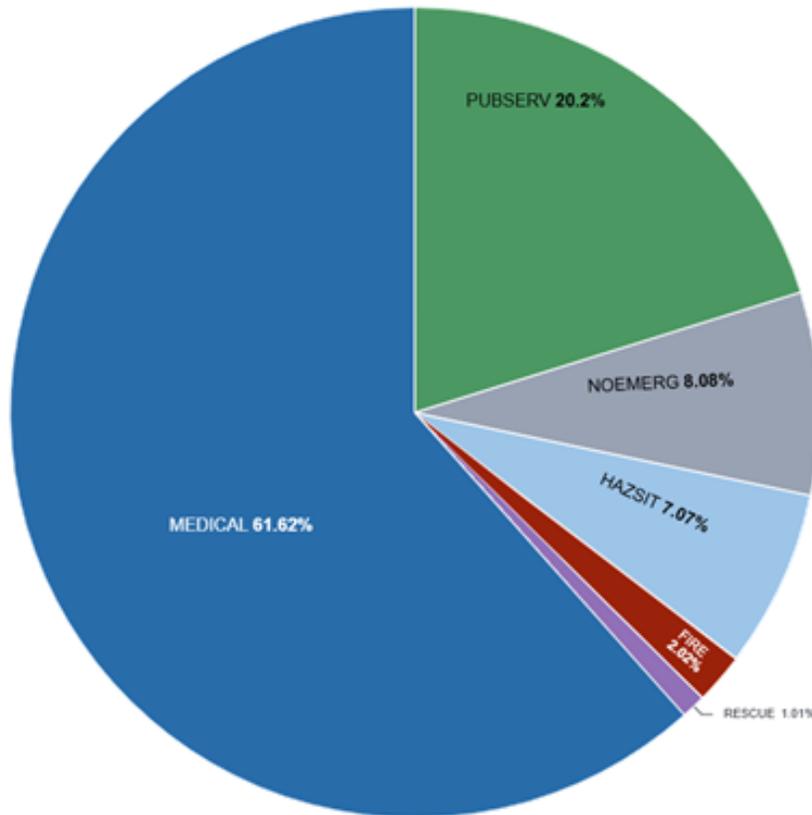
depth architecture/design services as well as community engagement relative to the redevelopment of the existing municipal services campus to potentially incorporate additional functions such as senior services. Next steps will involve more intensive schematic/conceptual design work and development of more precise “pre-referendum” project budgets, cost estimation, and debt capacity/tax impact analysis to ensure that all the pertinent information is compiled for decision-making purposes in advance of a potential bond referendum in November 2026.

- Rob Miller, Executive Director of the Eastern Highlands Health District, will be in attendance at tonight’s regular business meeting to provide the Council with an annual update relative to the operations, priorities, and federal/state funding status of EHHD.
- We are now seven sessions into this year’s installation of the Mansfield Local Government Academy. The last two sessions focused on land use planning and economic development, and animal control and police services. The eighth session, which will be held this Thursday, October 30, will entail a detailed exploration of Mansfield Parks and Recreation and the Town’s open space management.
- *Elections November 4:* As a reminder, Election Day for municipal elections is November 4. Early voting commenced on October 20 and will continue through November 2. The complete schedule, including weekend and extended hours, is available on the [Registrars’ website](#).
- *Mansfield Planning and Development Updates*
  - *Mansfield Tomorrow Plan of Conservation and Development (POCD) Update:* Work continues on the Draft Goals, Strategies, and Actions and Plan Narrative. The most recent meeting of the POCD Ad Hoc Committee took place on October 16, and staff are working diligently with the Town’s consultant to finalize an initial draft. Stay informed and follow the plan’s progress at [www.mansfieldtomorrow.org](http://www.mansfieldtomorrow.org).
  - *The Mark at Mansfield (Formerly “The Hub – Site B”):* The zoning permit for The Mark at Mansfield is expected to be issued the week of October 27, with construction to begin shortly thereafter. The project includes 593 bedrooms and 6,932 square feet of retail/restaurant space. It is anticipated the project will generate a \$1.68 million contribution to the Mansfield Affordable Housing Trust Fund.
- *Mansfield Public Library Updates:*
  - Throughout the month of November, the Mansfield Public Library Art Wall will feature 4th grade artists from Mansfield Elementary. Says MES Art Teacher, Kim King, “The students are proud to share their artwork in this special library exhibition! Each student selected their own subject matter and media. This show celebrates student voice, choice, and imagination in art making.”
  - The Library will hold a Kids Coat Swap on Saturday, November 15th (& beyond, while supplies last) Folks can donate gently-used, good-condition kids’ coats by bringing them into the Library’s Main Desk anytime between November 1st and November 14th. Then, visit the Library on Saturday, November 15th to find new-to-you, FREE kids’ coats. No donation necessary to participate in swap.
- *Mansfield Parks and Recreation Updates:*
  - *Park Improvement Projects:* Requests for Qualifications (RFQs) for planning and design services related to improvements at Southeast Park, Sunny Acres Park, and establishment and design of a Mansfield Dog Park – including ADA compliance and accessibility upgrades – was recently posted and group site visits were conducted this past week for firms expressing interest in bidding on the work. Bids are due on November 13; follow-up interviews with selected vendors are anticipated in December.
  - *Downtown Boo-Bash:* In collaboration with the Mansfield Downtown Partnership, Parks and Recreation coordinated the Trick-A-Trunk volunteers and some related activities this past Saturday. We are very thankful to all the volunteers who provided trunks and treats, the financial support of business sponsors, area volunteers, and all Town departments that supported the event!

- Bicentennial Pond Bathhouse: Mansfield Parks and Recreation continues to work collaboratively with multiple Town departments, the Town's architecture and design firm (PFA Architecture), and pertinent vendors/contractors to develop detailed plans for a new bathhouse at Bicentennial Pond. Related detailed information has been provided to the Town Council for its review and consideration
- *Human Services Updates:*
  - Mansfield Human Services hosted its first-ever fundraiser to kick off the *Season of Giving* campaign on Friday, October 17. Thanks to the incredible generosity of our community members, donors, and sponsors, the comedy event raised \$4,000 to support Mansfield's Financial Assistance Programs. These funds will directly help residents in need with essentials such as food, housing, and heating assistance.
  - In just a few short weeks, we will come together to honor Veterans. Mansfield is proud to host the Regional Veterans Day Ceremony in collaboration with VFW Post 938 and the towns of Eastford, Union, Ashford, and Willington. The ceremony will take place at the E.O. Smith High School Auditorium beginning at 11:00 a.m., followed by a brief reception with light refreshments. While we pay tribute to all veterans each year, this year's event includes a special recognition of Vietnam War–era veterans. Anyone is invited to attend this event as we honor those who have served with courage and sacrifice.
  - Human Services is closely monitoring the potential impacts of the federal government shutdown on the Supplemental Nutrition Assistance Program (SNAP). SNAP benefits help low-income individuals and families purchase food each month using an EBT card accepted at most grocery stores. As of November 1, the federal government plans to suspend access to the EBT system at the retail level, which may temporarily prevent recipients from using their benefits. While current balances will remain on the card, residents may not be able to access them until the federal government reopens. We are encouraging SNAP participants to consider using their funds available before October 31 to stock up on essential items. The Human Services Department is ready to assist any residents who may be affected. We have stocked, and will continue to stock, our food pantry as well as temporarily increase allowable visits for those in need. Additionally, the department can connect individuals and families with local food pantries as well as FoodShare Mobile Food Pantry locations. Please don't hesitate to reach out for support by calling 860-429-3315 or emailing the department at [human.services@mansfieldct.org](mailto:human.services@mansfieldct.org).
  - The Mansfield Senior Center will be hosting our Veterans Day event on Thursday, November 7 to honor our local Veterans. The celebration will include a delicious brunch followed by live entertainment. Veterans and veteran spouses who did not receive an invitation and would like to attend can reach out to the Senior Center by October 30 by calling 860-429-0262.
  - Mansfield Youth Services is hosting an Open House for families and the community at the Teen Center located at Mansfield Community Center. The Open House is November 5 from 4:00 to 6:00 PM, and will provide visitors the chance to see improvements to the space and to meet the New Youth Services Prevention Specialist. The Teen Center provides a safe, supervised place to go after school each Monday to Thursday afternoon for middle school and high school students.
- *Public Safety Updates:*
  - As Council members are aware, during a recent Mansfield Fire and Emergency Services boat training taking place at Mansfield Hollow Lake, firefighter personnel unexpectedly discovered a submerged body, and this event understandably attracted a fair amount of local and regional media attention. This past week, the Connecticut State Police discovered a submerged pickup truck toward the center of the northern portion of Mansfield Hollow Lake, some distance from where the body was found earlier this month. This was the reason for all the added police presence that was noted at the boat launch area during the day yesterday. With a high degree

of certainty, CSP has tentatively identified the deceased pending a full examination of the remains by the Office of the Chief Medical Examiner (OCME). CSP will be using all available investigative measures to trace the vehicle to its owner in the effort to confirm that identification. The condition of the remains and vehicle suggest they have been submerged for an extended period of time. More information should be available in the near future from Eastern District Major Crime.

- The newest fire truck, Truck 207 (Quint/aerial pumper apparatus) is now back in service after being taken to the dealership (Greenwood Emergency Vehicles, LLC) to be outfitted with new components to replace faulty components from the manufacturer. This work is being covered by warranty, and the manufacturer has agreed to extend the initial one-year warranty for an additional year to provide sufficient time to ensure that the repairs achieve the intended result.
- Mansfield Fire and Emergency Services responded to 122 calls over the past two weeks



**Facilities Management Updates:**

- *Mansfield Middle School (MMS) Main Entrance/Security Improvement Project:* The main entrance project work is progressing with the canopy construction, which is expected to be completed within roughly one week. Following the canopy construction, paver installation and additional exterior work will take place throughout early-November. The arrival of the new/replacement elevator car is still now anticipated by December 2.
- *MMS HVAC Construction Project:* The grant-funded HVAC project at MMS is proceeding in accordance with the previously revised schedule (estimated early-January completion).
- *Mansfield Elementary School (MES) Water Treatment System:* Water system test results continue on a positive trend with all observed concentrations of copper being below actionable limits as set by U.S. EPA. Additional testing and further demonstrating consistent 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:* The Department of Public Works Grounds Division is graciously assisting Facilities by completing the planting of the arborvitae on the fence line between Mansfield Elementary School and adjacent private property near the end of Pinewoods Lane. Completion of the new shade structure to complement MES playground was scheduled for late-September and experienced a delay. Facilities is actively working to get the contractor back on site to complete this important aspect of the project.
- *Public Works Updates:*
  - The South Eagleville Pedestrian Improvements Project is in its 108th Day (as of October 23<sup>rd</sup>) of the contract. Construction of sidewalk ramps, concrete sidewalk, and final grading of the new 10' wide multi-use trail is underway. A base course of asphalt for the trail is scheduled for the week of November 3<sup>rd</sup>. The Contractor will soon be completing installation of the underground conduits and foundations that will power decorative sidewalk lights and Rapid Rectangular Flashing Beacons (RRFBs) to improve lighting and safety within the corridor during this same timeframe. Milling of South Eagleville Road was completed last week. Paving and line striping is scheduled to be completed this week. The RRFBs are scheduled for delivery and installation next week. The largest delay, at this time, is the utility relocations which began in April. Eversource and Frontier have placed new poles within the snow shelf area (between the road and trail) to allow for removal of the old poles that are too close to the multi-use trail. Once all the wires have been restrung the old poles can be removed and final pavement of the multi-use trail installed. Over the winter, the multi-use trail will be open for the traveling public if the relocations do not occur while weather is conducive for paving.
  - The signalization project at the intersection of South Eagleville Road (Route 275) and Separatist Road is under the direction of the Connecticut Department of Transportation (CTDOT). The project had an original completion date of December 2024, however, CTDOT has informed the Town that State and its contractor encountered procurement issues with the signal mast arms and equipment. The current anticipated date for completion is January 2026, representing a roughly one-year delay in implementation.
  - Road crews have been backfilling edges and restoring lawns on Mulberry Road, with more curbing and the paving of aprons to start this week.
  - The Mansfield Center sidewalks eastern side is ready for paving, the preparation for paving on the western side is in progress. Paving should be starting soon.
  - A crew has been clearing and removing material on the old landfill getting that area ready for the upcoming solar project while cleaning out the lower pit to make room for the relocated brush pile and wood chips.
- “Don’t Mess with Mansfield”, the community-wide litter pickup day coordinated between the Town of Mansfield and the University of Connecticut’s Institute of Environment and Energy is scheduled for Saturday, November 8. Community members are urged to join others from 10:00 AM to 12:00 PM on Pleasant Valley Road to pick up litter along that roadside. Parking is available at the Oak Grove Montessori School. Garbage bags and some supplies such as gloves and vests will be provided, but community members are urged to dress appropriately. UConn is also coordinating a litter pickup event on the roads on the perimeter of campus for students which community members may join. All the details are available at <https://sustainability.uconn.edu/2025/10/06/dont-mess-with-mansfield-community-cleanup-day-november-8-2025/>
- The Taste of Mansfield is making plans for a Community Dinner on Wednesday, November 19 from 5:30 to 7 PM at E.O. Smith High School Cafeteria. Reservations will be required to attend the free dinner which will feature locally grown foods prepared by the Mansfield Public Schools Food Services Department. Taste of Mansfield 2025 Champion Award Winners will also be recognized.
- The Town Manager’s next monthly appearance on WILI-AM with Wayne Norman will take place on Friday, November 7.