



## Memo

To: Town Council  
From: Matt Hart, Town Manager  
CC: Town Employees  
Date: September 24, 2019  
Re: Town Manager's Report

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

### Council Business & Meetings

- *Finance Budget Personnel Committee* – October 2 at 6:30PM (Rm 312)
- *Public Safety Committee* – October 3 at 8:00 AM (Rm 312)
- *Town Council Meetings* – Upcoming Council meetings will be held on:
  - Monday, October 7 at 7:30 PM (Rm 314)
  - Tuesday, October 22 at 7:30 PM (Rm 314)

### Staff Reports

- *Park Road/I84 Project* – Construction on Park Road at the I-84 interchange is nearing completion! Final paving was completed in early September and most of the landscaping has been installed.

The remaining work should be wrapped up in October and includes: guide rails, pavement markings, signage, and any punch-list items. These activities should be completed with only minor traffic impacts and temporary lane closures. The timing of the traffic signals will also be fine-tuned over the next several weeks to improve coordination and operation. Thank you to the motoring public and especially the nearby residents for your continued patience and cooperation throughout this project!

- *Absentee Ballots available on October 4* - Town Clerk Essie Labrot announced that absentee ballots will be available on Friday, October 4 in the Town Clerk's office for the November 5<sup>th</sup> Election. If you will be out of town or not able to make it to the polls on Election Day due to illness, disability, military service, election duties or religious reasons, you are eligible to vote by absentee ballot.

Applications may be picked up in the Clerk's office, Room 313, or downloaded off of the Town Clerk's website. For more information on registering to vote, please call the Registrar of Voter's office at 561-7451, and for Absentee Ballot information, call the Town Clerk's office at 561-7430.



- *Health District Joins Town's Fiber Network* – I would like to thank the West Hartford Information Technology Department for transitioning the West Hartford-Bloomfield Health District from Comcast to the Town's new fiber network, which will provide increased speed and reliability, as well as a cost savings for the District.
- *Be Prepared for the Flu Season: Get your Flu Shot* - The Centers for Disease Controls recommends a flu vaccination each year for anyone over 6 months of age. The West Hartford Bloomfield Health District has scheduled three flu vaccination clinics:
  - \* October 2, 10AM-Noon, West Hartford Senior Center, 15 Starkel Road
  - \* October 3, 9:30-11:30 AM, Elmwood Community Center, 1106 New Britain Ave.
  - \* October 16, 12-2PM, Town Hall Auditorium, 50 South Main Street

No appointments are necessary. Anyone age 18 and older may participate. No out-of-pocket costs, no co-pay. The Health District will bill your insurance company.

If you would like a flu shot but cannot attend any of the clinics, call the Health District at 860-561-7900 to arrange for an appointment at their office.

- *Leaf Bag Collection* – Autumn is officially here and the leaves are beginning to fall. Public Works will conduct its annual nine-week leaf bag collection beginning Monday, October 28 through Friday, December 27, 2019. Please place your 30-gallon biodegradable leaf bags at the curb on your trash collection day. You can also use your new yard waste barrel for leaf collection.
- *Emergency Action Training for Town Employees* – All Town employees, as well as school district employees located at Town Hall, have completed OSHA's Emergency Action Plan on-line course and are now in the process of attending mandatory 90-minute, in-person training sessions. By providing this training, the Town is taking a proactive step to meeting its OSHA requirements and providing a safe environment for its employees, visitors, and guests. I would like to thank our Risk Manager Lisa Michaud and well as Community Relations Officer Shane McAvay for their excellent work to coordinate this training program.



## Upcoming Events & Announcements

- *Donate your nickels to the Park Road Parade* - During the months of September and October, please recycle your cans and bottles at ShopRite, 46 Kane Street, and donate those nickels to the Park Road Parade. Simply feed your containers into the machine and at the end, use the selector to choose “Park Road Parade” instead of getting a ticket voucher. The Park Road Association thanks you!
- *Feast on the Farm* - The 7th annual Feast on the Farm will be held on Friday, September 27, 6:00-9:00 PM, at Westmoor Park, 119 Flagg Road. This farm-to-table, four-course dinner will feature regional produce and products, and highlight the talent of Chef Dorjan Puka. Tickets are \$100 per person. Proceeds will help fund facility enhancements at Westmoor Park.
- *Day of Happiness* – On Saturday, September 28, the West Hartford Library is presenting a Day of Happiness featuring workshops from 10:30 AM to 4:00 PM that are geared towards making you smile. Workshops include chocolate making for both adults and children, decorating a treasure for kids, perfume making for adults, happy emoji string art for teens, and live music for all. Visit [www.WestHartfordLibrary.org](http://www.WestHartfordLibrary.org) to register or learn more.
- *15<sup>th</sup> Annual Housing Fair* - To help you or a family member simplify a very difficult decision, Elmwood Senior Center has invited representatives from various retirement facilities, housing specialists and support service providers in the region to share information at the 15<sup>th</sup> Annual Housing Fair on Thursday, October 3, 9:30 AM to 12:30 PM. The event is free. Each vendor will have an abundance of information for you to take home and review. As an added feature, the West Hartford-Bloomfield Health District will have a walk-in flu clinic from 9:30 AM to 11:30 AM.
- *Pink Party* - West Hartford will kick off Breast Cancer Awareness month in style with the 8th annual Pink Party on Thursday, October 3, 5:00-8:00 PM. The Pink Party features live music, a survivor fashion show, food sampling, a raffle, and \$20 SWAG bags. For more information, visit <http://pinkpartyct.com/>
- *Park Road Parade* - Bring the whole family to the 21st annual Park Road Parade on Saturday, October 5, 2019. The one-hour parade steps off at 10:30 AM, at Ringgold Street and ends at South Quaker Lane. The parade features bands, clowns, dancers, floats, dogs of all shapes and sizes, color guards, businesses, civic and cultural organizations, and elected officials. Each year the parade draws over 7,000 spectators.



- *Blessing of the Animals* - Bring your leashed or caged friends for a special blessing at First Church, 12 South Main Street. The free event is held on the front lawn from 3:00 PM to 4:00 PM on Sunday, October 6. This annual event comes at a time of the year when we remember St. Francis of Assisi, Italy, the patron saint of the environment and all animals.
- *Ten Minute Walk Day* - The entire community is invited to walk to their local park on Thursday, October 10 to celebrate the Ten Minute Walk Day, a national day that brings awareness to the benefits of living close to a vibrant park. The day kicks off with a special event at Town Hall on October 10 at 10 AM with the mayor, members of the Town Council, State Representative Joe Verrengia, and State Senator Derek Slap, who will demonstrate their support of our municipal parks by walking from Town Hall to the Trout Brook Trail, where they will plant a tree.

Later at 1:00 PM, join West Hartford Senior Center Fitness Center Supervisor Kathryn who will lead a walk to Westmoor Park. Please call the senior center at 860-561-7583 to register for this free event.

- *West Hartford READS!* – World-famous author Chimamanda Ngozi Adichie will be the featured author on Thursday, October 24 at 7:00 PM at Duffy School auditorium for West Hartford READS 2019. The event is free but tickets are required. Tickets will be available beginning on October 1 at 6PM.

Ms. Adichie was named one of *Time* magazine's 100 most influential people in 2015 and one of *Fortune* magazine's 50 "World Greatest Leaders" in 2017. Ms. Adichie grew up in Nigeria and is a graduate of Eastern Connecticut State University.