



Memo

To: Town Council
From: Matt Hart, Town Manager
CC: Town Employees
Date: October 7, 2019
Re: Town Manager's Report

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

Council Business & Meetings

- *Public Hearing* on Ordinance Permitting Sponsorship Signs in Town Parks - At 7:15 PM on October 22, 2019, the Town Council will hold a public hearing on the proposed ordinance permitting sponsorship signs in municipal parks.
- *Community Planning & Physical Services Committee (CPPS)* - The next meeting of the committee is scheduled for 8:00 AM on October 16, 2019 (Rm 312).
- *Human Services Committee* - The next meeting of the committee is scheduled for 8:00 AM on October 24, 2019 (Rm 312).
- *Next Town Council Meeting* - the next Council meeting will be held at 7:30 PM on October 22, 2019 (Rm 314).

Staff Reports

- *Relocation of Food Pantry and Staff* – As of October 4th, the Town has relocated the West Hartford Food Pantry and a few Social Services functions have been relocated from the third floor to the first floor, making it easier for residents to access services. The office staff will occupy Room 134 and Food Pantry will be across the hall.
- *Morley School food delivery* - Morley elementary schoolchildren will be taking their annual 1.22 mile trek to Town Hall with their red wagons laden with non-perishable food for the town's food pantry. On Tuesday, October 22 (rain date: October 29), schoolchildren, teachers, parents and Principal Ryan Cleary, will congregate outside at the main entrance of Town Hall where tables will be set up to receive the food. Town officials will greet the children at about 9:30AM.
- *Volunteer sought for the Food Pantry* - The West Hartford Food Pantry is gearing up for the upcoming holiday season and is in need of additional volunteers to help sort, check expiration dates and shelve the food. Volunteers must be 18 years or older and be able to lift 25 lbs. Volunteers can have a flexible schedule



during town hall hours, 8:30AM to 4:30 PM, Monday through Friday. To learn more, contact Barbara Roberts, Volunteer Coordinator, at 860 561-7567.

- *Financial Services welcomes Rick Galarza* - Rick Galarza joins Financial Services as Budget & Grants Manager, replacing Barbara Rua who now works in the West Hartford Public Schools budget office. Rick previously held the position of Deputy Director of Finance for the City of Hamden, CT. His first day is October 22. You will get to meet him during our budget discussions.
- *Celebrate West Hartford voted tops in the country* - The results are in and *Sunshine Artist* magazine has announced that the Celebrate! West Hartford Arts & Crafts Show has been voted one of the top 200 arts & crafts shows in the country!

Thousands of shows are nominated, and votes are cast by participating artists themselves. Many aspects of the shows are reviewed including sales, artist amenities and the quality of the art or craft presented. This prestigious award recognizes the excellence the Celebrate! West Hartford Arts & Crafts has achieved since its inception 33 years ago.

- *West Hartford READS!* – Tickets for the world-famous author Chimamanda Ngozi Adichie sold out in one hour. The event takes place on Thursday, October 24 at 7:00 PM at Duffy School auditorium for West Hartford READS 2019.
- *Fire Prevention Week* – On Friday, October 11, the West Hartford Fire Department will hold an Open House at the Brace Road Fire Station, from 6:00PM to 8:00 PM. The national fire prevention theme is “Not every hero wears a cape. Plan and Practice your Escape!”

Fire Prevention Week kicks-off school visits during the months of October and November. Firefighters will talk about fire safety and children will get to see firefighter gear and equipment.

- *Registrar of Voters Office hours during Election season* - The Registrar of Voters Office will maintain extended hours of operation now through Election Day to accommodate the public with voter registration related services. The office will be open Monday and Wednesday, 1:30-4:30 PM; Tuesday, 4:00-7:00 PM, Thursday, 12:30-7:00 PM, and Friday, 8:00 AM-1:30 PM.

Keep in mind two important dates: October 29 is the deadline for in person voter registration; the office will be open from 9:00 AM to 8:00 PM on that day. In addition, any person whose rights as to age, citizenship, or new residence were attained since October 29, 2019, may apply in person on November 5, from 8:30 AM to 5:00 PM.



- *Hartford Marathon road closures* - On October 12th, more than 7,000 runners will be using West Hartford roads for the 26th Annual Eversource Hartford Half Marathon. Road closures will be in effect from about 8:00 AM to 10:00 AM. Motorists may be allowed to drive through the closed area if there is a large enough break between runners; the safety of the runners is the priority.

The affected streets include Park Road, Whiting Lane, South Quaker Lane, South Highland, the Boulevard, North Quaker Lane, Fern Street, Trout Brook Drive (Northbound lanes), Albany Avenue between Steele Road and Trout Brook (eastbound lanes), Steele Road, and the interior roads of Elizabeth Park. For best access to the area enclosed by the race route, we recommend using the Sisson Avenue highway entrances and exits (#46) on I-84. For more information, please visit www.HartfordMarathon.com and click on the Traffic Alert section, or call 860-652-8866. Thank you for your support and cooperation!

- *October 16 flu clinic* – The West Hartford-Bloomfield Health District will hold a flu immunization clinic at town hall on Wednesday, October 16, 12:00-2:00 PM, in the town hall auditorium. This is the last of a series of three clinics held in West Hartford.
- *National Take Back Day* - On Saturday, October 26, 2019, the West Hartford Police Department, the West Hartford-Bloomfield Health District and the federal Drug Enforcement Administration will coordinate a collaborative effort to remove unwanted and unused pharmaceutical-controlled substances and other medicine during National Take-Back Day.

Collection activities will take place at the Department of Public Works, 17 Brixton Street from 10:00 AM to 2:00 PM. The program is anonymous and free of charge. Volunteers will be on hand to take items from your vehicle.

- *Columbus Day holiday closings* - West Hartford town hall, municipal offices, libraries, senior centers, community center, and public schools are closed on Monday, October 14, 2019 for the Columbus Day holiday.

There is no delay in the collection of trash and recyclable items. The Recycling Center will also be open, 7:00 AM-4:30 PM.



Upcoming Events & Announcements

- *Cast Your Vote for Best of West Hartford* – Midnight tonight is the deadline to cast your vote for the 2019 Best of West Hartford poll. Vote for your favorite businesses in various categories ranging from hair salons to restaurants, from pet care to senior living. Go to WeHa.com to get started. Winners will be announced at the annual awards program on Monday, November 4 at Fleming's.
- WHPS seeks Mentors - Think of the mentors in your young life – a coach, a teacher, a caring adult - then, honor those who encouraged you by becoming a mentor to a West Hartford student. A special Mentoring 101 workshop will be held on Tuesday, October 22, 5:00-6:30 PM, at Conard High School's REACH program, located behind the high school in a separate building. You can make a difference in a young person's life. Contact Carol Wilkes at 860-231-6009 or email, carol_wilkas@whps.org.
- *Ten Minute Walk Day, 10/10 @ 10* - 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.

- *Autumn Flea Market* – Stop by Elmwood Community Center and browse their outdoor flea market on Saturday, October 12, 9:00 AM to 2:00 PM.
- *A SHAYNA MAIDEL* - Playhouse on Park's season continues with Barbara Lebow's *A SHAYNA MAIDEL*, running October 30-November 17. *A SHAYNA MAIDEL* is a powerful drama of survival and strength about two sisters trying to reconnect after years of separation brought on by the Holocaust. Visit www.PlayhouseonPark.org for more information and tickets.
- *Mama Mia!* -West Hartford Community Theater presents *Mamma Mia!*, the popular jukebox musical based on the songs of ABBA. *Mamma Mia!* has been described as "the ultimate feel-good show." *Mamma Mia!* will be performed at Hall High School on Nov. 15, 16, 22, and 23, at 7:30 p.m. and Nov. 17 & 24, at 2:00 p.m. Tickets are on sale now and can be purchased online at westhartfordtheater.org or by calling 860-830-3174.