



Memo

To: Town Council
From: Matt Hart, Town Manager
CC: Town Employees
Date: December 16, 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

- *Special Services District Meetings* – The Special District Board of Commissioners will hold a special meeting at 6:30 PM on January 7, 2020 and the District will hold its annual general meeting of the membership at 6:45 PM that evening. Both meetings will be held in Rm. 312 at Town Hall.
- *Town Council Meetings* - The first Town Council meeting of the new year at 7:30 PM on January 14, 2020.

Staff Reports

- *Standing Committees* – Now that the Council has adopted its rules of procedure for the new term, my office will reach out to the respective chairs of the new standing committees to schedule committee meetings for next year.
- *Supplemental Motor Vehicles bills* – Residents who purchased a vehicle after October 1, 2018 have received a supplement motor vehicle tax bill this week. The Assessment Office reports the total number of vehicles on the Town's tax roll is up 7% for a total of 9,301 vehicles. This equates to \$2,955,533 in new taxes.
- *Town Hall improvements* – Work is underway for the replacement of the Town Hall front door. Work began on December 6 and should be completed around December 20. Also, we are replacing the old ceiling tiles and installing energy-efficient lighting in Rm. 400 at Town Hall. The meeting room will be off-line until December 31. In addition, we are installing forty security cameras throughout Town Hall as a measure to help keep employees and patrons safe. The cameras are connected to the Emergency Reporting Center. Cameras are also live and operational at Cornerstone Aquatics Center and the Veterans Memorial Skating Rink. We will next install cameras at the three libraries and Rockledge Golf Course.



- *Safety improvement at Boulevard at Four Mile Road* – As the Council is aware, the Engineering Division has installed temporary traffic diverters on Four Mile Road at Boulevard as a measure to reduce accidents. The temporary diverters will remain in place throughout the winter; any permanent measures will not be constructed until 2020, and only after staff conducts a thorough evaluation of accidents and traffic patterns.
- *Assistant Chief of Police Lawrence Terra sworn in* – At 5:00 PM today, Lawrence Terra was sworn in as Assistant Chief of Police. Mr. Terra has had an extensive law enforcement career. He has served as a command level Connecticut state trooper, a federal law enforcement officer in the United States Coast Guard Reserve, and most recently as Captain / Second-In-Command for the Canton Police Department. Mr. Terra also serves as a certified Police Officer Standards and Training Council legal trainer and an Associate College Professor at Post University in the Criminal Justice Program. He earned a Bachelor of Science Degree in Business Excelsior College and a Juris Doctor Degree from the Massachusetts School of Law at Andover, MA. Welcome, Assistant Chief Terra, we are very happy to welcome you to our team!
- *Emergency Management Program Specialist* – In late November, the Town hired Mr. Robert McCue as our new part-time Emergency Management Program Specialist. In this role, Bob will report to Fire Chief Priest and help to oversee the Town's Emergency Operations Plan, write emergency assistance grants, and plan emergency events that require sheltering and storm coordination. As the Council will recall, Bob retired this past July as Assistant Chief of Police, having served the Town for 39 years. I am confident that Bob has the work ethic and the demeanor to help shape this new part-time position and to enhance the Town's preparedness and resiliency. Welcome to your new role, Bob!
- *Pat Morowsky's retirement* – On Thursday, December 19, 2:00-4:00 PM, in Room 314, we will recognize Ms. Patricia "Pat" Morowsky and wish her well upon her retirement next month. Pat served the Town for over the 30 years, the last several as our Assistant Human Resources Director. Pat is one of the institutional pillars of our organization and is a consummate professional in all that she does. Thank you, Pat, for your many years of service to our community and enjoy retirement!
- *Third Annual Kindness Project completed* - The West Hartford Public Library has completed its third annual Kindness Project. Under this project, library patrons generously donated over 4,000 products packed into 40 boxes that were delivered to the food pantry, and Conard and Hall High School nurse's offices for distribution to persons in need. Children and teens in scout troops, clubs and classrooms decorated "Kindness Bags" for food pantry visitors to select what they needed to take home. This year, school supplies were also collected and



were delivered to the Fern Street Universalist Church in support of its backpack program. The Kindness Project helps to bring the community together in a meaningful way, and I would like to thank the library and all involved for their generosity and participation.

- *Trees of West Hartford* - The West Hartford Library is hosting a community art show about trees at Noah Webster Library's gallery, 20 South Main Street. Each piece features a local tree in some medium, including photos and paintings of trees — even a clay vase fired with local pinecones and leaves! Swing by anytime between now through February 28, 2020. *Trees of West Hartford* is a juried community art show. Twenty-five artists were selected from over 110 submissions to display their work. Thanks to all who were involved in this amazing program!
- *2020 Census Job Fair* - The West Hartford Complete Count Committee organized a successful "West Hartford Census Job Day." The day included two sessions: one in the morning and Town Hall and a second in the evening at Elmwood Community Center. Two Census Recruiting Assistants staffed the event along with U.S. Census Bureau Partnership Specialist, Catherine Marx, who is working directly with the West Hartford CCC. Many of the attendees heard about the event via our social media posts, the Senior Job Bank, and the outreach of the West Hartford CCC members.
- *Holiday delays and change in hours* - Due to the Christmas and New Year's Day holidays, there are a few changes in hours of operation.

Trash Collection Delay

The Christmas and New Year holidays will be observed on Wednesday, December 25, 2019 and Wednesday, January 1, 2020. For the Christmas week, Monday's and Tuesday's trash, metal and "B" week recycle collections will be done on their regular scheduled collection days. Wednesday's trash, bulky and "B" week recycle collections will be done on Thursday with all other days being one day later.

For the New Year week, Monday's and Tuesday's trash, metal and "A" week recycle collections will be done on their regular scheduled collection days. Wednesday's trash, bulky and "A" week recycle collections will be done on Thursday with all other days being one day later. Please check our website, www.painesinc.com or call Paine's, Inc. at (860) 844-3000 with any questions.



Closings; Change in Hours of Operation:

All town facilities, libraries, schools and Recycling Center will be closed on Wednesday, December 25 and Wednesday, January 1.

For Christmas Eve, all three libraries will close at 4:00PM. Elmwood Community Center, Elmwood Senior Center and West Hartford Senior Center will close at 1:00 PM. Town Hall will be open for normal hours, 8:30AM-4:30PM.

For New Year's Eve, all three libraries will close at 4:00PM. Elmwood Community Center, Elmwood Senior Center and West Hartford Senior Center (Bishops Corner) will close at 4:30 PM. Town Hall will be open for normal hours, 8:30AM-4:30 PM

- *Post-Holiday Cardboard and Electronics Recycling* - West Hartford will be offering a post-holiday cardboard and electronics recycling event on Saturday, December 28, 2019, from 8:00AM until noon. The event will take place in the rear parking lot of the Department of Public Works (DPW) at 17 Brixton Street. The Department of Public Works encourages residents to drop-off extra holiday cardboard and boxes and electronics to support the Town's ongoing effort to reduce waste and promote recycling in our community. DPW and Take 2 Inc., a Waterbury-based electronics recycler, will be onsite to collect material, free of charge. The program is available to West Hartford residents only. In the event of a major snow storm, this recycling event will be held on Saturday January 4, 2020, from 8:00 AM to 12:00 pm.



Announcements & Events

- *Friends of Brigid Curtin at Westmoor Park* - A year ago, the Jane Murphy and Tim Curtin tragically lost their beloved daughter Brigid who loved Westmoor Park. The Murphy-Curtin Family has set up a Facebook fundraising page and a Go Fund Me page, both called “Friends of Brigid Curtin at Westmoor Park.” Money raised will help build the recently approved three seasons, open-air, outdoor classroom. The timber-framed facility would provide shelter to thousands of students as well as summer campers. The family and the staff at Westmoor agree that the Outdoor Classroom would honor Brigid’s memory. Tax-deductible donations may be made on two web sites or by check, payable to the ‘Westmoor Park Fund.’ For more information, visit www.WestmoorPark.com.
- Merrilee Mannerly – “Merrilee Mannerly - A Magnificent New Musical” will run at Playhouse on Park now through December 15. With lively music, dancing and a lot of laughs, Merrilee Mannerly reminds us all that "Good Manners are Always in Fashion." For more information or tickets, call the box office at 860-523-5900 x10 or visit www.playhouseonpark.org.
- *Glad Tidings!* - CitySingers of Hartford celebrates the season with Glad Tidings! through familiar carols that are *uniquely* designed for audience. The performance will be held at First Church of Christ, 12 South Main Street, on Saturday, December 21, at 4:00 pm.
- *Fire on Ice Chanukah Celebration* – Hundreds of residents will be joining together as they observe a master ice-carver sculpt a giant menorah, at what has become one of West Hartford’s mega events.

“Fire on Ice” will be held on Sunday, December 22nd (the second night of Chanukah) at 4:00pm at Webster Walk in Blue Back Square.

Chanukah is a holiday of light and freedom, where few overcame the many and light triumphed over darkness. This is a universal message that we can all relate to.” This event is free of charge and open to all, young and old. Just come and celebrate!

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