

TOWN OF MANSFIELD

Massachusetts

TOWN MANAGER POSITION



WHAT'S INSIDE

- Government
- Budget
- Organizational Chart
- Qualifications
- Challenges
- Opportunities
- Application Process

Mansfield at a Glance

- Incorporated-1775
- Population -23,480
- 20.72 square miles
- Taxable Parcels = 8,037
- Location-28 miles south of Boston, 19 miles north of Providence
- Transportation includes commuter train to Boston & Providence and Route I-95 & I-495 and municipal airport
- Municipal owned Water, Sewer and Electric Departments
- Schools = 3 elementary, 1 middle & 1 high school
- Parks-Memorial Park and Plymouth Street Recreation
- Public Safety includes full time Police, Fire and ambulance
- Large Industrial Park with available space

COMMUNITY PROFILE

The land that is now Mansfield was first surveyed by Captain Miles Standish in 1640. After permanent settlement began in the 1680s, the area grew into a hunting, fishing and live-stock-grazing center.

Mansfield was incorporated as a town in 1775 and got its name from William Murray, who was England's Earl of Mansfield at the time. The Town's colonial economy was founded on agriculture and iron work, and in the early 1800's a growing industrial base included hat manufacturers, cotton mills, machine foundries and tuck factories. The mining of coal also played a key role in Mansfield's development, which increased when the two rail lines, the Boston to Providence Railroad and the Old Colony Line, came on board. This established Mansfield as an industrial and railroad town.

The Mansfield Board of Trade was formed in 1892 following an overall decline in rail freight. This Board played a key role in bringing the jewelry industry to Mansfield to assist in revitalizing the area economy. The early 1900's saw Walter Lowney construct the Lowney Chocolate Factory, which later became Mercken's Chocolate and is now a subsidiary of ADM Foods.

The construction of Interstate 95 in



the early 1960s and I-495 in the 1970s led to the development of the Cabot Business Park which is now largest industrial park in the state and is the home to Samsonite Corp, Tyco Healthcare, Covidien, Rolf C. Hagen and Sharon Credit Union. New home construction accompanied the business park development.

Mansfield's housing inventory offers something for every taste. Included are homes on oversized lots on winding streets in traditional New England neighborhoods, new single-family homes, and four-bedroom custom homes. The Town's housing options include 1890's Victorians and stately Colonials along with condominium developments for individuals age 55 and over. There are also assisted-living facilities with various amenities.

Mansfield is noted for a love of the arts, as shown at The Comcast Center, an award-winning, 20,000 seat open-air amphitheater is located in Town.

Mansfield is located at the crossroads of Route 106 and Route 140. It also intersects Interstate 95 and 495. There is also access to Route 123, Route 152, and Route 1. Bus

service (Greyhound) and international air travel are available. The "T" commuter-rail service connects Mansfield to Boston and Providence with dozens of trains each day. The same track is part of Amtrak's Northeast Corridor and runs daily to Boston, Providence, New York City, and Washington, D.C.

Air travel is available through Logan International Airport in Boston with direct U.S. flights and overseas arrivals and departures. T.F. Green State Airport in Warwick, Rhode Island, offers connecting and direct flights to major destinations. The Mansfield Municipal Airport can handle corporate and private planes with a runway of 3,500 feet.

The Town is home to a wide diversity of religious amenities which includes traditional and modern congregations.

Community groups and organizations include the Mansfield Rotary Club, West Side Benevolent, Our Daily Bread Food Pantry, Mansfield Women of Today, Mansfield Council on Aging, the Mansfield Lions Club, and the Hockomock Area YMCA.

Form of Government

The Town of Mansfield's form of government provided by the home rule charter is known as Open Town Meeting-Selectmen-Town Manager Plan under the statutes of the Commonwealth of Massachusetts. The legislative powers of the Town shall be exercised by the Town Meeting which is open to all registered voters of the Town. The five members of the Board of Selectman shall serve for three-year overlapping terms and shall be the chief policy making body for the municipal government. The Board of Selectman shall be the Board of Directors of Corporate Mansfield and shall appoint the Town Manager who shall serve as the Town's Chief Executive and Administrative Officer. The Board of Selectman shall also serve as the Public Works Commission and Municipal Electric Commission. They shall appointment persons to various boards and commissions per the charter including a finance committee, airport commission and planning board. The School Committee and the Housing Authority shall be elected.

The Town Manager shall be appointed by the Board of Selectmen for a three-year term and may be reappointed to a successive three-year terms. The Town Manager as CEO shall have full administrative authority over its departments and shall manage the Town affairs in accordance with the policies of the Board of Selectmen. The Town Manager shall have the power to appoint, employ and dismiss all department heads and members of his staff as identified in the charter such as the Public Works Director, Parks & Recreation Director, Chief of Police, Chief of Fire, Town Clerk, Town Treasurer-Collector, Planning Director, Inspector of Buildings. The Town Accountant shall be appointed by the Board of Selectman. The Town currently employs approximately 170 FTE's

Mansfield Budget

The Town Manager is required to submit a proposed budget and capital improvement program for the next fiscal year no later than the first Monday in January to the Board of Selectmen and Finance Committee. Once approved the Budget shall be submitted to the Annual Town Meeting before the first day of June. The moderator will preside over the Town Meeting and insure that there is a quorum of 200 qualified voters of the Town.



BUDGET RECAP -FY 2009-2010

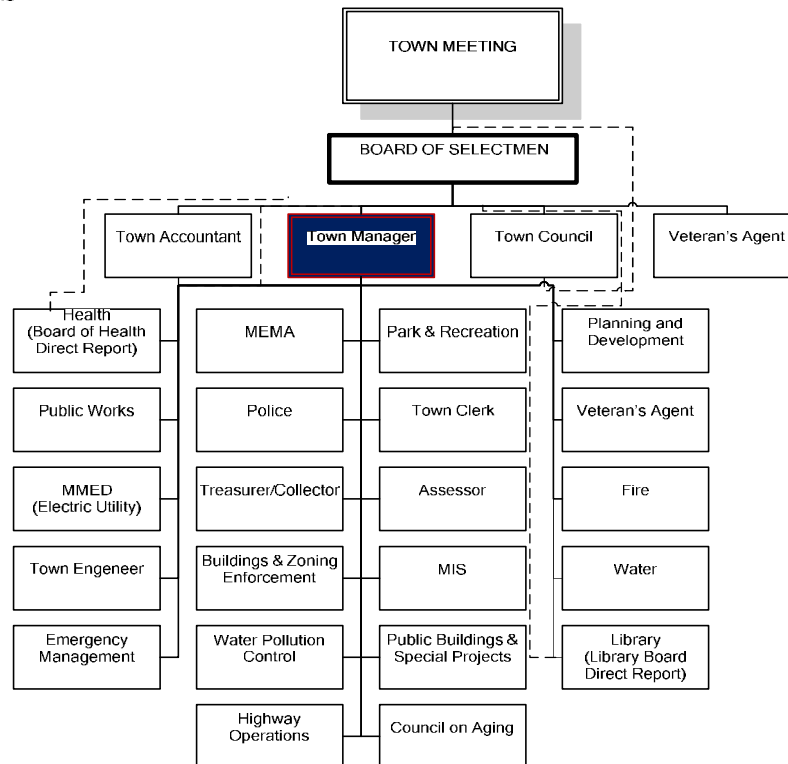
Revenue		
Property Tax		\$ 45,169,328.68
State Revenue Education - Chapter 70		\$ 16,918,143.00
State Revenue Education - SBAB Reimbursement		\$ 2,328,087.00
State Revenue Education - Other		\$ 340,791.00
State Revenue - Non-education		\$ 1,968,796.00
		\$ -
Local Receipts		\$ 5,871,443.46
Other Financing Sources		\$ 2,413,936.91
Total		\$ 75,010,526.05
Expenses		
Town Appropriation - Article 1, Annual Town Meeting		\$ 36,102,666.05
School Appropriation - Article 2, Annual Town Meeting		\$ 36,491,578.00
Other Appropriation - Article 17, Annual Town Meeting		\$ 12,000.00
Overlay		\$ 490,000.00
State Assessments		\$ 1,914,282.00
Total		\$ 75,010,526.05

Town of Mansfield—Organizational Chart

TOWN OF MANSFIELD, MA ORGANIZATION CHART

SELECTMEN APPOINTED BOARDS, COUNCILS, COMMITTEES AND COMMISSIONS

- Library Board of Trustees
- Board of Registrars
- Board of Assessors
- Airport Commission
- Finance Committee
- Council on Aging
- Municipal Building Committee
- Zoning Board of Appeals
- Planning Board
- Conservation Commission
- Fair Housing Committee
- Local Housing Partnership
- Board of Health
- Animal Welfare Committee
- Recreation Commission



Characteristics of the Ideal Candidate

- Strong management and administrative skills with an understanding of government functions including: water, sewer, electric, budget, human resources, human services, etc
- A team and consensus builder and an inclusive manager
- Professional, ethical and well mannered manager
- Works cooperatively and collaboratively with schools, regional, and state agencies
- Works well with citizens, department heads, and business community
- Excellent communication skills—listens, respects others opinions and keeps all parties informed about issues facing the community
- Ability to manage in tough economic times—finds new ways for effectiveness and efficiencies
- Holds self and staff accountable
- Intelligent problem solver
- Diplomatic and politically astute
- Motivates and encourages a professional staff



Qualifications

Requirements are the equivalent of an BA with a MPA and ICMA Credentialed Managers preferred. Candidates must have 5-10 years of local government management experience, preferably as a chief executive or a full range assistant, Demonstrated experience in economic development, human resources, labor relations and budgeting.

Challenges and Opportunities

- Revenue forecasts for FY-11 are low and will likely result in more budget cuts
 - All union contracts are up now and negotiations are beginning within a bleak financial environment of limited resources and increasing health and benefit costs
 - Facilitate a more collaborative relationship among Board of Selectmen members
 - Rebuild employee moral at all levels in the aftermath of budget cuts and controversy surrounding the departure of the previous Town Manager
 - Assist the Board of Selectmen to develop worthwhile, fair and evenhanded public policy
- Ensure that the Board of Selectman and all of its members are adequately and evenly informed about issues
 - Provide aggressive economic development leadership initially directed at Historic Downtown Mansfield and the Town's premier regional industrial park
 - Explore opportunities to consolidate services with the school system such as payroll, human resources, purchasing, building maintenance, etc
 - Opportunity to work with a professional staff
 - Assist the Board of Selectmen to prepare a strategic plan to address long-term capital needs of the community
 - Develop and implement a fair and effective employee performance evaluation process



Compensation and Application Process

Open and competitive beginning salary DOQ's supplemented by an excellent fringe benefit package and a professional work environment.

- Benefits negotiable - similar to management employees
- Moving expenses negotiable
- City pension plan

Residency is required per charter

For more information see the Town web site:

www.mansfieldma.com

Mansfield is an EOE/AA/Equal Access Employer

If you meet these qualification and want to be considered for this exceptional career opportunity, please mail or email your resume and cover letter by August 21, 2009 to:

Robert E. Slavin, President
SLAVIN MANAGEMENT CONSULTANTS
3040 Holcomb Bridge Road, Suite A-1
Norcross, Georgia 30071
Phone: (770) 449-4656
Fax: (770) 416-0848
Email: slavin@bellsouth.net
Or Ms. Randi Frank at rfrank05@snet.net

