



# The Town of Glastonbury



Annual Report

2006-2007



## Dedication

### Jeanette Pollard

11/19/11 - 8/3/07

Jeanette Pollard's love of government and politics began, she remembered, during a lunchtime in 1933 as she sat with her family listening to FDR giving his inaugural address over the radio. She just did not want to return to school, so enamored was the ten-year-old!

As Deputy Registrar of Voters or consultant to five Democrat Registrars in sequence from 1970 to 2007, Jeanette was a familiar figure at Glastonbury Town Hall for decades. In her quiet, unpretentious way she was well known, and was quite all knowing...about voters, districts, voter laws, who won what election when. No one could stump her on obituaries. She was the "belt and suspenders" of that office. She never missed working on Election Day. She and Joan Kemble were honored as Democrats of The Year in 1998. They were good and loyal friends during 22 years of service together; Jeanette served 28 years.

Jeanette moved to town in 1950 when she married Wes Pollard, building a house on Hubbard Drive in 1957, home to daughters Evelyn and Barbara, to Wes until his death in 1988, and to Jeanette for the rest of her life. She was the proud grandmother of three children, with an age range of twenty years!

Thousands of hours of calls offering absentee ballots or praising Democratic candidates originated at Hubbard Drive. Jeanette worked hard for the Democratic Party and for the Democratic Town Committee. In 1987 she garnered the most votes in a highly contested election of town committee members, claiming friends on both sides. She was a pillar

of the Glastonbury Democratic Federated Women's Club for over 30 years, attending conventions in Kentucky, and Washington, D.C. In 2002 she was appointed to the Glastonbury Housing Authority.

A number of apolitical Glastonbury groups also claimed Jeanette's time and talent. As a member of First Church of Christ she participated in the Caring Ministry and the Sewing Circle. She was active in the Glastonbury Historical Society, serving on the dinner-lecture committee and was always a worker at the Antique Show. She worked on the Second Century Fund for the Welles Turner Memorial Library. She was a regular at AARP meetings and frequently traveled with the group.

Jeanette and her good friend Pat Kepler co-chaired the Tercentenary Quilt Committee which constructed and contributed beautiful group quilts to hang at Town Hall, First Church and Welles-Turner. Jeanette belonged to the Greater Hartford Quilt Guild and the Newington Schoolhouse Quilters.

Adding a serene balance to life, Jeanette took up bridge, cribbage and line dancing among other activities at church and the Riverside Community Center.

Glastonbury was enriched by Jeanette B. Pollard, remembering her with fondness and gratitude..."always a lady and always a Democrat...dependable and true" a quote from her friend Doris Scaglia O'Rourke for the Democrat of the Year Award.



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#### Town Map

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# Our Town Facts & Figures



**Glastonbury Town Council**

(Front Row): Barbara C. Wagner, Susan Karp, Carolyn M. Treiss, Carol H. Ashlschlager, and Marti Curtiss  
(Back row): Richard J. Johnson, Thomas J. Kehoe, Kurt P. Cavanaugh, Stewart Beckett III, and Whit C. Osgood.

**Location**

Glastonbury is located ten miles southeast of Hartford, southerly of Route 3 and easterly of the Connecticut River and Interstate 91. It is served by the Hartford County Regional Planning Agency and the Capitol Region Council of Governments.

**Area**

52.5 square miles, 33,600 acres.

**Population**

Approximately 32,985

**Land Use**

Principally residential (approximately 60% of land area) with suburban to rural densities, geographically compact commercial/employment district (approximately 15%) and significant open space comprising of water company, State forest and Town lands (25%).

**Form of Government**

Town Council, Town Manager, Board of Finance.

**Town Hall**

2155 Main Street  
Glastonbury, Connecticut 06033  
Located one quarter mile south of Hebron Avenue on the west side of Main Street.

**Tax Rate**

34.0 mills July 2006

**Number of Voting Districts**

Eight

**Net Grand List**

On October 1, 2003  
\$2,910,520,190

**State Representatives**

Sonya Googins (R)  
240-8700  
  
Christopher Stone (D)  
240-0400

**State Senator**

Mary Ann Handley (D)  
240-8600

**U.S. Congressman**

Rob Simmons (R)  
886-0139  
  
John Larson (D)  
278-8888

**U.S. Senators**

Joseph Lieberman (D)  
240-3566  
  
Christopher Dodd (D)  
240-3470

**Town Government**

Town Manager  
Richard J. Johnson

**Town Council**

Susan Karp, Chairman  
Whit C. Osgood, Vice Chairman  
Carol H. Ahlschlager  
Kurt P. Cavanaugh  
Marti Curtiss  
Walter J. Cusson  
Kevin P. Graff  
Thomas J. Kehoe  
Barbara Wagner



Susan Karp

## Our Town

### Message from the Chairwoman

Dear Residents:

I am pleased to report on another successful year as we continue to be recognized as a leader in energy efficiency and conservation, land acquisition, education, appropriate growth and improvements to our infrastructure. We are very fortunate to live in a community that supports needed initiatives and recognizes the importance of good planning and sound fiscal policies. In 2006-2007 we identified new areas of focus, completed significant projects and best positioned our town for the challenges of the future. Our accomplishments continue to distinguish Glastonbury as an excellent place to live, work, play and raise a family.

While we are proud of our past success, we realize the importance of embracing new practices that will benefit our residents and provide cost effective and environmentally friendly solutions. The town has made a commitment to energy efficiency and conservation. Glastonbury will explore all options for improvements, such as hybrid vehicles, bikeways and walking trails, the incorporation of green standards and energy audits. The Waste Water Treatment Plant upgrades and renovations project is underway yielding significant operational efficiencies and improved environmental status. Our land acquisition program continues to be successful with the addition of over 170 acres and 1300 acres purchased since its inception.

This past year was also a celebration of grand openings. The Glastonbury High School renovation and expansion project was completed providing new classrooms, science labs and substantial improvements throughout the high school campus. Nayaug Elementary School is ready to greet students thanks to the efforts of our town and education staff, community members and parent volunteers. We are pleased to provide excellent facilities that will meet the needs of our students for years to come. The Riverfront Park was opened in May as the ceremonial first pitch was thrown on the new baseball field. The Park provides recreational opportunities for all and an important link to the Connecticut River and our downtown area. We are looking forward to the opening of the new track and turf field at the high school allowing for expanded use by athletes of all ages.

The Plan of Conservation and Development is in the final stages of adoption by the Town Council and the Plan and Zoning Commission. This critical document sets forth our goals for the next ten years balancing the desire to protect our resources with the responsibility to meet the needs of our community. New development has been completed enhancing our town center and providing additional services for our residents. We look forward to continuing improvements and a commitment to a pedestrian friendly downtown.

While it is appropriate to recognize the major accomplishments of the past year, we are very proud of the cooperative, innovative approach to everyday operations that has led to the best results for our community. We have maintained our AAA bond rating distinguishing Glastonbury in the state and the country. We work collaboratively within our region and our state to provide the most cost effective solutions for you.

I extend my sincere thanks to all of the members of our outstanding town and education staff as well as the hundreds of residents who volunteer their time, energy and talents to improve our community. Glastonbury is a better place because of your efforts. I am confident that we are well prepared for future challenges and I am committed to providing the best for all members of our community. It is truly my privilege to work with you.

Sincerely,

Susan Karp  
Chairwoman,  
Glastonbury Town Council



Richard J. Johnson

## Our Town

# Town Manager's Report

Dear Glastonbury Resident,

The past year brought a number of accomplishments and successes which are highlighted throughout this report. As in prior years I am pleased to have this opportunity to highlight a number of successes and new and ongoing initiatives as follows.

- Construction of the **Nayaug Elementary School** is nearing completion. The grand opening is planned for August in preparation for the 2007-2008 school year. Work on the high school renovation and expansion project is also in final stages of construction. Both projects are on schedule and within budget.
- The **Riverfront Park** approved at referendum in May 2006 was officially opened with a grand opening ceremony on May 16th. The new park offers a number of outdoor recreation opportunities including multi-purpose trails, athletic fields, picnic and open space areas, river overlooks, and natural areas. This project was completed with over \$1.2 million in grants and community donations.
- As reported last year, the Town sold approximately 11 acres within the town owned **Gateway area**. The land sale is for construction of Class A medical office buildings totaling approximately 75,000 square feet. The buildings are now complete and occupied or nearing completion. Over the past year an Option was executed for sale of additional town owned land for construction of over 40,000 square feet of additional Class A medical office space. The medical office buildings in the Gateway area will serve as an "east of the river" regional medical center.
- **Land acquisition** continues to be a high priority. Over the past year the Town acquired approximately 65 acres and over the past 2 years over 300 acres were acquired for open space preservation. Glastonbury is a state-wide leader in land acquisition and preservation.
- **Energy conservation** continues as an organizational priority. The Town has achieved a number of successes which have received statewide recognition. Recent examples include:
  - Independent energy audit of all town buildings to identify cost saving opportunities;
  - Use of gas/electric hybrid vehicles and natural gas fueled vehicles for the town fleet;
  - Approximately \$880,000 in CL&P energy rebates for building design and upgrades;

- Town participation in the Community Clean Energy Program. Glastonbury ranked 5th for statewide residential and business participation. Solar panels installed at high school through this statewide program.
- Energy efficient equipment, systems and procedures installed and established throughout town operations including benchmarking with national database.
- Work continues to **reconfigure the town web site** to improve 24/7 access to information by residents, businesses and visitors. The new web site will be rolled out by summer/fall 2008.
- Renovations and improvements to the Town's 40± year old **Wastewater Treatment Plant** are underway. Through proactive financial planning and effective project design and scheduling, the Town has qualified for the State Clean Water Fund. This brings an estimated \$7 million grant and 2% 20 year loan for the project. This translates to greatly reduced costs for Glastonbury residents.

A number of projects and initiatives will continue over the coming year. Examples include continued work on a traffic analysis and related improvements within the Town Center, marketing and development of the Gateway site, adaptive reuse of the Academy complex, work to develop a multi-year plan to improve pedestrian circulation through construction of new sidewalks, land acquisition and preservation, continued energy conservation initiatives and ongoing efforts to achieve efficiency, effectiveness and outstanding customer service throughout the Town organization.

As always, I want to express my sincere thanks and appreciation to the Town staff, whose hard work and dedication make the programs, services and successes described herein possible. My thanks and appreciation also to the Town Council and all those who volunteer their time and talents to help make Glastonbury "a great place to live, learn, work and do business."

Sincerely,

Richard J. Johnson  
Town Manager



Probate Court staff

## Our Town Probate Court

For the 2006-2007 Fiscal Year the court handled the following probate matters: Decedent's Estates 189; Adoptions 19; Guardianships 27; Custody 7; Conservatorships 22; Persons with Mental Retardation, 5; Name Changes 32; totaling 280 new cases. Passport applications were 2180, up 20% from the previous year, which was up 35% in 2006.

My staff and I continue to take advantage of educational training. Last year I attended 24 hours of continuing education training; Esther Buffington 10 hours; Patricia Kepler 16.5 hours and Mary M. MacGregor 26.75 hours.

Our new office is working out beautifully. Each work station provides more privacy than in the past and most of our records are now centrally located. The Donald F. Auchter Conference room is an outstanding facility, affording those attending a hearing with additional space and, most importantly, privacy.

On October 1st, 2007 the State legislature made significant changes regarding the Probate system. Most notable are changes made to Conservatorships. The law allows the probate court to appoint a conservator of the estate for someone who cannot manage his or her affairs and a conservator of the person for someone incapable of caring for himself or herself. This act changes procedures for appointing conservators and designating their powers, and sets procedures for appealing probate court decisions.

The courts are entrusted with the responsibility of protecting the interests of these individuals. This trust is carried

out by the appointment of a conservator, who is authorized by law to provide supervision and who is, in many respects, an agent of the Court.

I have outlined the most significant changes in the new laws from the PA 07-0116 Public Health Committee, AN ACT CONCERNING CONSERVATORS AND APPEALS OF CONSERVATORSHIPS AND GUARDIANSHIPS.

1. requires the Probate Court to consider certain factors and changes the standard the court must apply before deciding to appoint a conservator, including requiring a finding that appointing the conservator is the least restrictive intervention available to assist the person;
2. requires the Probate Court to give a conservator only the least restrictive duties and authority necessary to meet the person's needs and the court must make specific findings on the need of each duty and authority;
3. creates a procedure for the Probate Court to hold a hearing on changing a conserved person's residence similar to provisions in existing law for a conservator placing a person in a long-term care institution;
4. Adds specific provisions about the rights to an attorney and to choose an attorney, for a person who has a conservator appointed for him or her or is the subject of a petition for the appointment of one; and
5. requires the Probate Court to record proceedings on appointing conservators, setting their powers and duties, and terminating conservatorship.

Mary M. MacGregor, Assistant Clerk, was nominated and elected the President of the Connecticut Association of Probate Clerks

which is an association whose purpose is to further and promote the interests of all clerks, assistant clerks and office personnel of the Probate Courts throughout the State by the exchange of ideas and information. The Clerk's association also has 32 presiding judges as members.

Due to the changes in the passport regulations, the probate court has been inundated with passport applications. The U.S. Department of State has an important mission in assuring that our borders are secure and we all need to do our part as citizens to assist the government in implementing the long overdue changes. Last year the court processed 2,180 passport applications. Over thirty passport applications were processed in one evening between the hours of 4:30 – 6:30!

As of January 23, 2007, ALL PERSONS traveling by air between the United States and Canada, Mexico, Bermuda, and the Caribbean region were required to present a passport or other valid travel document to enter or re-enter the United States.

The U.S. Department of State, not knowing the number of U.S. citizens that required passports, had to make some significant changes in their method of operation to implement the Western Hemisphere Travel Initiative.

The normal processing time for passport application was four to six weeks. The U.S. Department of State was greatly delayed in letting the processing agents know of the backlog of applications and the delayed turnaround times for applications. Four to six weeks became eight to twelve weeks. Agents were notified of processing times via a newsletter which was not an efficient and

*(continued on page 8)*



The creativity of Glastonbury students.

*(continued from page 7)*

effective way of alerting the public of the very delayed processing times.

Once the long delay was brought to our attention, my staff would routinely check the web site of the Department of Homeland Security to see what the current turnaround time was and would post signs with the new processing dates. An article was placed in the Glastonbury Citizen alerting the public that the processing time was delayed as well as an announcement on the Community Channel.

I am very happy to report that we are back to the normal time of four to six

weeks. To those of you who have had an application processed, thank you for your patience. My staff and I appreciated your patience during what proved, at times, to be a difficult process.

The Department of Homeland Security has postponed the requirements for land crossings. The following has been taken directly for their web site, "At a later date, to be determined, the departments will implement the full requirements of the land and sea phase of WHTI. The proposed rules require most U.S. citizens entering the United States at sea or land ports of entry to have either a U.S. passport; a U.S.

passport card; a trusted traveler card such as NEXUS, FAST, or SENTRI; a valid Merchant Mariner Document (MMD) when traveling in conjunction with official maritime business; or a valid U.S. Military identification card when traveling on official orders." If you should have any questions, I invite you to view the web site at <http://travel.state.gov/travel>

The Court continues to strive to better serve our community through considerate, efficient and timely efforts. I am in the court on a daily basis and greatly appreciate the opportunity to serve as the Probate Judge for the Town of Glastonbury.

## Our Town Town Attorney

As the Town Attorney during the past year, Shipman & Goodwin LLP has advised and represented the Town in many diverse matters. We have rendered oral and written legal advice and opinions to the Town Manager, the Town Council and Town officers and staff and departments, boards and commissions on legal issues facing the Town. We have reviewed, negotiated and approved

numerous contracts for goods and services. We have represented and defended the Town's interests in litigation, arbitration and other similar proceedings.

Shipman & Goodwin LLP continues to work with the Town in its acquisition of real estate and development rights, which has increased the amount of open space in Town. Another area in which we have been involved is construction project related issues, including contractor, architect and other consultant related matters. Shipman & Goodwin LLP assisted the Town with several real estate

tax appeals. We continue to vigorously represent the Town in Freedom of Information matters, in both litigation before the Commission and appeals to the Superior Court. We have consulted with the Town on contract matters and provided counsel to the Town on various employment issues.

We appreciate the great working relationship with the Town's officials and staff that has developed over the past three years and will continue to strive to help the Town meet all of its legal goals and objectives.

## Our Town Board of Education

The Glastonbury Public School System has been recognized for educational excellence and student achievements. Our school system continues as a leader in

the field of education which can be seen through our priorities and our willingness to support initiatives that benefit both students and staff. We believe in the value of education for every child and challenge each student to reach his or her potential. Our mission is to educate students and prepare them in a safe, supportive, and dynamic environment to think critically,

communicate effectively, and act ethically and responsibly.

### Third Generation Strategic Plan 2006-2007

During the 2005-2006 school year we completed the third generation of our Strategic Plan. The following three goals will continue to be our focus





Students learn the fundamentals of broadcasting.



Peer Ed members in the great outdoors.

during the next four years:

**Goal 1:** Continue to promote high achievement for both students and staff by improving PreK-12 instruction through:

- ongoing curriculum development, integration and refinement
- critical integration of technology
- district-wide assessment of learning

**Goal 2:** Develop a comprehensive and responsive district communication plan that will facilitate:

- effective exchange and communication among parents, students, faculty and administration
- effective communication between district and community at large
- meaningful and relevant communication among all constituents

**Goal 3:** Strengthen staff development and professional collaboration in order to support:

- the attainment of the Glastonbury mission and goals
- the recruitment and retention of outstanding educators and staff
- the improvement of student achievement

### Noteworthy Accomplishments in 2006-2007

Each year brings new excitement and noteworthy accomplishments to our system. Our plans for the opening of a new elementary school in the 2007-2008 school year have moved forward on schedule and on budget. During this year we are planning for the transfer of 1000 elementary school students to new schools, as well as the transfer of numerous elementary teachers.

A new district-wide Health and Wellness Policy was adopted this year. We are

committed to providing a healthy and safe learning environment that promotes and protects children's health, well-being, and ability to learn by supporting healthy eating and physical activity. In furtherance of this policy, the Glastonbury Board of Education created a Wellness Advisory Council to review state and federal guidelines on wellness issues and to assist in formulating recommendations for specific goals and plans aimed at promoting lifelong wellness practices among district students.

### GHS Addition/Renovation Project

We entered the third and final year of the additions and renovations to our high school. This complex \$48 million dollar project (\$36 million after state reimbursement) is on target to be completed for the 2007-2008 school year.

### Quality Staff

A key component to quality education is the development and maintenance of quality teaching and administrative staff. Our search for the best of the best has always been a priority in our system. All potential candidates go through a rigorous and demanding interview and selection process and frequently comment that they chose Glastonbury after meeting our impressive teaching and administrative staff. The value of high quality teachers and administrators is indisputable. We will continue through university partnerships, outreach efforts and recruitment to secure the finest staff and administrators for Glastonbury.

### Glastonbury High School Graduate Plans - Class of 2007

Over 93% of the Class of 2007 enrolled in either 2-or 4-year colleges or universities. Over 40% of the Class of 2007 enrolled in 2-or 4-year colleges/

universities within Connecticut.

Top schools our students will attend include: Boston College, Boston University, Brown, Cornell, Dartmouth, Georgetown, Harvard, Holy Cross, Johns Hopkins, New York University, Trinity College, Tufts, Williams, and Yale.

### Participation in Interscholastic Sports

Approximately 45% of Glastonbury High School students participated in the athletic program during the 2006-07 school year with a total of 1,450 athletes participating in the overall program. This total reflects students who have participated in two and three sports. Nine of our teams were Central Connecticut Conference Champions and 157 varsity athletes were named to the All-Conference Team. In addition, 440 varsity athletes were named to the All-Academic Team for earning a varsity letter while maintaining a 3.0 grade point average or higher during their season. Sixty-three varsity athletes were recognized as All-State in their sport and 22 varsity athletes were recognized as All-New England. We also had 10 varsity athletes receive All-American honors. Two teams were Class LL State Champions: Girls' Indoor Track and Girls' Outdoor Track.

### Graduation Requirements for the Class of 2007

Graduation requirements for the Class of 2007 include the completion of 21 credits and defined student performance expectations in reading, writing, math problem solving and requirements related to technology.

### Test Results

Ninety-six percent of Glastonbury High School's 2007 graduates took the SATs

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Glastonbury's Annual Pooch Pageant



Parks and Recreation



Parks and Recreation fall maintenance

*(continued from page 9)*

(Scholastic Aptitude Tests) and this rate of participation was far above the state and national averages. GHS Verbal and Math SAT averages continue to be above state and national means. The Verbal mean score of 550 and the Mathematics mean score of 568 are also far higher than the Connecticut and the national average scores.

The Connecticut Mastery Tests (CMT) scores for grades six and eight and the Connecticut Academic Performance Tests (CAPT) in grade 10 are also consistently strong. Growth in student achievement is also evident in other areas. For example, more than 1,000 students play a musical instrument which represents a 35% growth over the past six years. Ninety-five percent of Glastonbury students are enrolled in foreign language instruction. GHS CAPT-Science achievement ranked 3rd in the State and 1st in our District Reference Groups (DRG) in the physical science strand, and 8th in the State and 4th in our DRG in the life science strand. The number of students taking AP History and AP Psychology has grown.

Students' mean score taking the U.S. History SAT II was 675 as compared to the national mean score of 601 and the Connecticut mean score of 632. Students received recognition and awards for videos/films at local, regional, state, and New England film festivals.

### Magnet School Programs

The East Hartford-Glastonbury K-5 Magnet School, one of the first magnet schools in the state, has maintained its strong program of science, technology and global studies with a focus on the language and culture of Japan; 111 students from Glastonbury are attending this school during the 2006-2007 school year.

Two Rivers Middle Magnet School is a five town science and technology magnet, located in East Hartford. During the 2006-2007 school year, Glastonbury has 79 sixth, seventh, and eighth graders attending this unique magnet school.

Glastonbury High School has 43 students that have chosen the unique option to

attend one of the following magnets, Greater Hartford Academy of Math and Science, the Greater Hartford Academy of the Arts, and Great Path Academy at Manchester Community College.

### Safety and Security

Glastonbury High School, Smith Middle School, and Gideon Welles School have security guards that monitor anyone entering the building. Elementary schools are equipped with security cameras that allow us to monitor both interior and exterior areas of the schools. Our buses are equipped with security cameras and a device that requires drivers to walk to the back of the bus to disengage a buzzer before they are able to remove the keys from the ignition.

Keeping our children safe and ensuring that we have the knowledge, tools, and capacity to protect them in the face of crisis, natural disaster or acts of terrorism is a shared responsibility. A comprehensive Crisis Management Plan and Incident Protocol Guidelines are in place.

## Parks and Recreation

The Parks and Recreation Department and Fine Arts Commission continue to provide a wide variety of recreation opportunities, which work to enhance the quality of life in Glastonbury. Town sponsored programs, public parks and open space work together to meet the diverse needs and interests of the community and its members.

The most significant park improvement completed was construction of the new

Riverfront Park on Welles Street. The park opened for public use in May 2007. It borders the Connecticut River and includes areas for both active and passive recreation, as well as, conservation. Active facilities include a fairgrounds, walking trails, a lighted baseball field, athletic fields, and a covered picnic pavilion. State and Federal grants, as well as, contributions from the National Fish & Wildlife Foundation and several local sports groups offset approximately 1.2 million dollars of the 4.25 million dollar project cost.

All of the town's public playgrounds, in parks and at schools, were inspected by

a nationally certified public playground safety inspector. We are pleased to report that all the sites passed with flying colors! In January, a new vendor, MDM Golf, Hamden, Connecticut, was selected to operate the Town owned 9-hole Minnechaug Golf Course. Plans are being made to completely renovate the clubhouse and will include the opening of a new restaurant, Gina's Pizza. Programming plans include an expansion of the junior golf program and the addition of golf lessons, camps, and clinics. In the spring, construction began on the new synthetic turf field (football, lacrosse, and field hockey) at the high school. The field project will



Happy Halloween!



Enjoying a snack at the Riverfront Community Center.

be combined with the installation of a new running track and spectator seating to give the facility a complete facelift. Special thanks and recognition are due to Casella Custom Excavating for donating the labor and equipment needed to prepare the field for construction and to The Friends of Glastonbury Sports for pledging \$300,000 towards the \$1.0 million field construction cost. An October 2007 grand opening is anticipated.

With funding provided by the George H. C. Ensworth Foundation, new equipment was purchased for the Skate Park. The facility, which features a 4' half pipe, 2', 3' and 4' quarter pipes, ramps, rails and wedges, continues to be popular with Glastonbury teens and pre-adolescents. Speaking of teens, members of the Teen Center participated in several community service projects this year including the blood drive which yielded 52 pints of blood. Teens also helped sponsor the First Annual Community Wide Tag Sale which featured over 28 vendors and a Town surplus equipment sale. Another teen community service project included The Giving Tree through which donated non-perishable food, children's books, pet food and supplies, were collected and redistributed. The Teen Center continues to serve as a focal point for recreation, special

events, community service and the town's Substance Abuse Prevention Program.

Special events continued to be one of the highlights of the year. They are many and varied. The Fine Arts Commission hosted a performance of "Mozart in May" with the Hartford Symphony Orchestra. Over 350 people attended the concert, which was funded with donations from more than thirty local businesses and individual donors. Santa's Run, the 3.5 mile road race co-sponsored with Quality Name Plate and New Alliance Bank, continues to be a well attended family holiday tradition in Glastonbury. The annual Fishing Derby, Hershey's Track & Field Program, Senior Citizen's Picnic, Town Band Concerts, Children's Holiday Performances, Summer Music Festival, school vacation ski trips, and Pooch Pageant continue to be well received.

Other programs, for residents of all ages, are as varied as the interests of the town's population. The outdoor swimming areas, Eastbury Pond and Addison and Grange pools, continue to be popular destinations during the dog days of summer. Numerous competitive sports opportunities are offered for youth and adults alike including tennis lessons, junior team tennis, swim team, youth basketball, co-ed soccer, men's,

women's and co-ed softball, gymnastics and volleyball. Opportunities that contribute to a healthy lifestyle include aqua fitness, adult exercise class, aerobics, pilates, yoga, senior citizen exercise and fun runs. The Town's comprehensive, year-round program offers a wide variety of activities of interest to residents.

Looking ahead, several projects are planned for implementation in the next 12-18 months. The Center Green is slated to have its lighting upgraded. Working with the Bicycle Advisory Committee, plans are being developed to systematically improve conditions and facilities for cycling and to make Glastonbury a bicycle friendly community. A new access drive and parking lot will be built at the 80 acre Blackledge Falls open space parcel. Eastbury Pond, the town's public beach, will be drained for removal of accumulated sediments and beach restoration. The Academy softball field will have its sports lighting upgraded.

Many thanks to the dedicated staff, boards and commissions, community service clubs, private businesses, donors, and volunteers, whose contributions make Glastonbury a great place to live, learn, work and do business.

## Human Services

### Senior Services

The Senior and Community Services Division of the Human Services department operates as a community focal point for the coordination of multi purpose services and programs, for persons living independently or with

families in the community. The Senior and Community Services Division services individuals of all ages in order to promote independence, personal enrichment, and an enhanced quality of life. Offices are located in the new Riverfront Community Center.

The principal programs, services, and activities offered by this division are:

- Outreach Social Work Services to Seniors, Disabled Adults and Financially at Risk Residents

- Senior Center Programs
- Dial-A-Ride Transportation
- Senior Lunch Program
- Friendship Circle Social Model Day Program
- Extensive Outreach & Program Volunteer Opportunities
- Tax Relief
- Energy Assistance
- Holiday Giving Programs
- Back-to-School Supplies & Services

*(continued on page 12)*



Welles Village Activity Council for Youth group



Peer Education Red Ribbon Week

(continued from page 11)

- Substance Abuse Prevention Services

Senior Services provides a wide variety of services and programs to Glastonbury's older residents. The Dial-A-Ride program provides accessible in-town transportation for seniors and disabled adults. The department also offers seniors a nutritious lunch program Monday through Friday. The Senior Outreach Program helps frail and home bound seniors access the information and services needed to remain independent in the community. The Senior Center offers a variety of town sponsored cultural, recreational and wellness programs at the Riverfront Community Center. The Friendship Circle is a program for frail seniors which offers stimulating mental and physical activities in a structured, supervised setting. Information on services and programs for seniors is available through a monthly informational newsletter, The Sharing Tree, which is distributed to approximately 2200 Glastonbury households.

The Senior Services Volunteer Program helps the community face the challenge of providing necessary services with

limited resources. Approximately 130 volunteers donate their time and talents to offer a wide of services that benefit the Glastonbury seniors.

Social Services strives to promote the well-being, self-sufficiency and quality of life among Glastonbury residents by administering various programs and initiatives which provide individuals and families with the necessary support and opportunities to realize their fullest potential.

Substance Abuse Prevention Services monitors and coordinates community substance abuse prevention and intervention initiatives and programs. This includes youth prevention and education programs, parent/adult substance abuse education programs, and senior education programs. The Prevention Coordinator is available to provide professional development and education to community groups upon request.

Some of the Departments accomplishments of the past fiscal year include the following:

- Provided Outreach Social Work Services to 1089 Glastonbury residents and their families. This program assists individuals in need to maintain their physical, social and financial independence by providing information, referral, and assistance.
- Provided 19, 505 rides to senior and disabled adults through the Dial-A-Ride program.
- Increase access to senior and disabled transportation by obtaining a grant from the Connecticut Department of Transportation.
- Increased participation in Senior Center Programming by 31% by offering new programs and initiatives.
- Provided food and toys to 112 families through the Thanksgiving Basket and Holiday Toy Shop Programs.
- Offset the cost of utilities at the Riverfront Community Center by 79% with revenues generated by rental fees.
- Achieved National Senior Center Accreditation.
- Received a three year grant from the Department of Mental Health and Addiction Services to combat underage drinking. Total grant awarded: \$255,000

## Human Services

### Youth and Family Services

Glastonbury Youth and Family Services coordinates, supports and delivers services to youth and families in the Glastonbury community with children and young adults under the age of twenty-one. Our mission is to serve Glastonbury youth and families by striving to exceed

client expectations by providing positive development opportunities to empower youth and their families. Youth and Family Services has three program areas: Clinical Services, Creative Experiences, and Outreach Services.

This year Clinical Services provided counseling services to 929 individuals and 367 families. Throughout the year the staff conducted thirty-five student groups at both the elementary and secondary school levels; offered three Parent Education and Support groups for parents of elementary aged children and parents

of adolescents; and provided thirty-one classroom presentations on a variety of positive youth development topics.

In addition, parents from the community participated in the Parenting Education Forum series. The main event speaker was Cephus Nolen, LCSW Director of East Hartford Youth Services. He spoke on Child Sexual Abuse Prevention. Other speakers in the Parenting Education Forum were Philip Muisener, LCSW, LADC. He presented The Many Faces of Adolescent Anger: Helping Parents Understand and Manage; and



Youth and Family Services members



Youth and Family Services Bake Sale



Welcome aboard the Polar Express at Welles-Turner Memorial Library.

Doug Ryniewicz, MFT. He lectured on Helping Children Through Grief.

Creative Experiences offered three dramatic presentations throughout the year: Big, the Musical the summer production, Little Shop of Horrors the fall production, and The Wicked Wizard of Oz the spring production performed by the Peter Pan Players. Other programs coordinated by Creative Experiences are: Youth Services Action Group (YSAG) which is a service learning opportunity involving students in grades 7-12 that meets weekly to plan and execute community service projects; Pass It On is the student run community television program; and Odyssey of the Mind is a creative problem solving team experience. Odyssey of the Mind competed on the state level and two of the teams qualified and competed on the national level in Iowa.

Outreach Services provided on-site programming at Glastonbury High School, Smith Middle School, and Welles Village. The outreach workers provided short term individual support services to students at the middle and high school during the school year. In addition, numerous informal contacts were made in the school cafeteria and hallways.

The High School Outreach Services worked with adolescents through various programs such as Peer Education, Peer Support, Peer Mediation, and Time Management. The Middle School Outreach Services worked with adolescents and children through the Homework Club, in-school presentations, After-School Programming, and the Coffee House. Coffee House is done in collaboration with Parks and Recreation and GLAD.

The summer of 2006 marked the 16th year for the W.A.C.Y. Program. Welles Village Activities Council for Youth is a summer activity and leadership training program for youth ages 7-18 living in Welles Village. Twenty-four teenagers participated in the leadership training program and forty-two, 7-12 year olds participated in the summer activity program. The program continues to be a collaborative effort between Youth and Family Services, the Housing Authority and Police Department – Youth Division. Daily activities included arts and crafts, sports, games, and special themed days such as Tie Die Day, Get Wet Day, and Tacky Wacy Day. Field trips were offered and consisted of: Wickham Park, Ron-O-Roll, Laser Quest, the Bronx Zoo, and Connecticut Golf Land.

## Library Welles-Turner Memorial Library

The Welles-Turner Memorial Library offers a wide selection of materials, programs and services to inform educate and enrich the lives of members of the community. The collection contains approximately 160,000 items including books, magazines, DVDs, music CDs, books on CD. A selection of passes to area attractions allows discounted admission to these sites.

Our staff of professional librarians is on duty during regular business hours to assist users in locating information to meet their needs or find a good book to read. Info Anytime is a real-time, web-

based reference service that connects users to professional librarians 24/7. In addition to the twenty-seven database provided through iCONN, the Library subscribes to 12 additional ones. New this year was the LearningExpressLibrary, an online resource that offers a variety of practice tests and tutorial courses designed to help users succeed on academic or licensing exams.

The Children's Department offers a comprehensive program that includes story times, summer reading programs as well as special events for children throughout the year. This year, they introduced Smart Time Story times for children ages 3-5. Sessions are now 45 minutes long to allow the librarians to include books and activities that foster reading readiness skills. The Summer Reading Program, Paws, Claws, Scales & Tales attracted 1,307 readers who read 34,454 books.

Hennen's American Public Library Rating (HAPLR) is released each fall. This index is an overall rating of libraries throughout the country based on 15 factors including: circulation, staffing, collection turnover rate, and reference service. This data is taken from data submitted from libraries through the Federal-State Cooperative Service. For 2006, the Welles-Turner Memorial Library rated in the 96th percentile among public libraries in the Population Category, 25,000 – 50,000.

The Library Director serves as the liaison to the Friends of the Library and the Second Century Fund. Both are non-profit organizations whose missions are to support the Library's mission and goals. Friends typically fund short-term programs and services while the Second Century Fund is saving for long term capital expenditures.

*(continued on page 14)*



Welles-Turner Memorial Library



South Glastonbury Public Library

(continued from page 13)

Other accomplishments include:

- Circulated 540,388 items.
- Library visits included 312,913 in person and 96,041 virtual visits.
- Installed new computer management software to better monitor the time spent on the public computers and the requests for printing. This program has helped to assure equal access to computer equipment to all customers.
- Celebrated the literature and culture of Brazil as part of the World of Words

program sponsored by the Connecticut Center for the Book. The program culminated with Music and Food of Brazil where the audience heard a performance by the band, Samba Brasil and tasted Brazilian cuisine.

- Participated in the East of the River Reads one-book program. Girls of Tender Age: a Memoir by Mary Ann Tirone Smith proved to be very popular. Over 200 people came to see Ms. Smith at the Douglas Library in Hebron.

**Telephone: 860-652-7719**

[www.wtmlib.com](http://www.wtmlib.com)

**Library Hours:**

Sunday: 1 – 5 p.m.  
 (Sunday after Labor Day – Sunday before Memorial Day)  
 Monday, Tuesday,  
 Thursday: 9 a.m. – 9 p.m.  
 Wednesday: Noon – 9 p.m.  
 Friday: 9 a.m. – 6 p.m.  
 Saturday: 9 a.m. – 5 p.m.

## Library South Glastonbury Public Library

The South Glastonbury Library, located at 80 High Street in the town's oldest church building, has had another successful year. In addition to providing the usual services to patrons we have a twice-monthly story hour for preschoolers; a monthly discussion group for area women and we completed a

well-attended summer reading program for children. Called Camp Read-A-Lot it featured s'mores and a cookout. For the second time we participated with the Historical Society in its popular South Glastonbury tour and welcomed many visitors to the library.

We have concentrated on capital improvements this past year. We replaced an ancient furnace with two efficient new ones and we installed air conditioning, something we have badly needed for a long time.

We are in the process of trying some new hours, adding some mornings to the schedule. We will evaluate this move in the next few months.

**Telephone: 860-633-4793**

[www.southglastonburylibrary.org/Homepage.htm](http://www.southglastonburylibrary.org/Homepage.htm)

**Library Hours:**

Sunday: 2 – 4 p.m.  
 Monday – Friday: 1:30 – 3 p.m.  
 Monday, Wednesday,  
 Thursday: 7 – 8:30 p.m.

## Library East Glastonbury Public Library

The East Glastonbury Library, affectionately known to patrons as "Little Red", was incorporated in 1960 as a Connecticut non-profit corporation. The Library was founded by parents of children attending the newly opened Eastbury Elementary School. At that point the purpose of "Little Red" was to provide a library for the school.

Little Red, is located next to the school, and was built in 1889, as a one-room schoolhouse. In 1900 a second room and foundation were added. Eight grades were taught in the school, four grades and one teacher in each room. The Library continued as a school until the Eastbury School was built. For a brief time it was used by the Vo-Ag Department of the High School. In 2002 the building was declared a Historic Building by the State of Connecticut.

Little Red has grown over the years into a full service library serving the

whole community of Glastonbury. It is completely staffed by volunteers and funded by the Library Board of Directors, an active Friends group, an annual grant from the Town of Glastonbury and by private gifts and donations. The Friends group holds a used book sale every fall and a Book, Bake and Bric-a-Brac Sale every spring to raise money for the expressed purpose of purchasing books for the Library.

The front room is home to a collection of Adult fiction and non-fiction, magazines and local newspapers. Most best selling



East Glastonbury Public Library



Herbert T. Clark House

books are available along with (to name a few) travel books, cookbooks, reference books, biographies, and Large Print books. There is also a small collection of video and audiotapes.

The second room houses an extensive collection of children's books. Many classes from the Eastbury School use the

Library on a weekly basis. In the year 2007, close to 800 new books were added to the children's book collection.

The East Glastonbury Library sponsors a book study group and a children's story hour. There are also special displays mounted in the foyer. Many different collections have been featured there.

**Telephone: 860-633-5637**

1389 Neipsic Road

**Library Hours:**

Monday: 1 – 4 p.m., 7 – 9 p.m.

Tuesday: 9 a.m. – 4 p.m.

Thursday: 9 a.m. – 4 p.m., 7 – 9 p.m.

## Facilities Maintenance & Services

The Facilities Maintenance and Services Department is responsible for operations, maintenance, management, and construction of over 270,000 square feet of facilities as well as management of design and construction of all municipal building projects. The Department performs or manages preventive maintenance, custodial services, and project design and construction management using skilled in-house staff

and contracted service providers. The Department also manages over \$1 million in utility and communication accounts for all Town facilities.

In addition, the Department is responsible for bidding, managing, and inspecting a variety of contracted services and vendors for all Town agencies.

All public building projects are managed by the Department, which also provides staff support to the Public Buildings Commission.

Highlights from the previous year include:

- Completed the Glastonbury High School Additions and Renovations project.
- Cut the ribbon on the new 87,000

square foot Nayaug Elementary School which opened its doors to students in August 2007.

- Managed the replacement of the Glastonbury High School gymnasium floor and bleachers.
- Managed improvements to Town Hall including relocation of the mail room and renovations of public bathrooms.
- Performed major renovations to the Youth & Family Services offices and public support areas.
- Managed the completion of extensive masonry repairs to Glastonbury High School.
- Installed video surveillance systems in various Town facilities to improve public security.

## Housing Authority

The Housing Authority currently administers a total of 445 assisted dwelling units within the Town of Glastonbury. These include the following housing developments: Welles Village, Center Village, Village Green, Herbert T. Clark House Congregate and Assisted Living, and Section 8.

In addition, the Housing Authority also serves as the administering agency for the Town of Glastonbury's Moderate Price Housing program, and staff for the Town's Fair Rent Commission.

### Recent Activities

During the past year, the Housing Authority has pursued a number of projects. These have included:

- Replaced all the windows in the Center Village property resulting in reduced utility consumption for heating by over 15%.

- The Housing Authority was awarded a performance bonus resulting in an additional \$10,500 in capital funding. This was in addition to receiving \$351,597 in funding provided by the U.S. Department of Housing and Urban Development Capital Grant Program for modernization work in Welles Village. This funding will be used to continue renovations to bathrooms and kitchens in vacant units.
- Continuation and expansion of the

*(continued on page 16)*



Riverfront Community Center

(continued from page 13)

Welles Activity Council for Youth (W.A.C.Y.), in conjunction with the Town's Department of Youth and Family Services and Police Department.

Information about the Housing Authority's programs and activities may be found on our web page: [www.glastha.org](http://www.glastha.org).

## Community Development

### Community Development

As the Town's land use management agency, the Department is comprised of 4 operating divisions: Building Inspection, Fire Marshal, Health, and Planning/ Environmental Management. Ongoing services include code compliance and inspections, zoning enforcement, fire prevention and investigation, water well and septic system inspection and approval, food licensing and inspection, environmental management, and economic development. Application

management and professional advisory services are provided to Town boards and commissions, including the Town Plan and Zoning Commission, Conservation Commission, Zoning Board of Appeals, Economic Development Commission, and Historic District Commission.

During the year, continued new commercial development took center stage. The sale and major renovation of the Fox Run Mall and the completion of additional buildings at the Gateway Medical Campus on Western Boulevard are two significant projects that will enhance the Town's economic base. On the residential side, new home construction continued at a fairly moderate pace with hints of an activity slowdown appearing late in the year.

Also noteworthy were the following departmental accomplishments:

- Department Staff provided enhanced plan review and inspection services which were crucial to the on-time opening of the Nayaug Elementary School.
- The Health Division provided outreach to restaurants, day care centers, youth sports, and the community at large encouraging the adoption of policies resulting in healthy foods for children.
- The Town Plan and Zoning Commission completed the 2007–2017 Plan of Conservation and Development with a very successful citizen participation element. The document is available online at [www.glastonbury-ct.gov](http://www.glastonbury-ct.gov). A fully printed document can be obtained at the Community Development Office, Town Hall.

## Community Development

### Great Pond Stewardship Committee

The Great Pond Preserve located off Great Pond Road in South Glastonbury is a special natural area managed by

the Great Pond Preserve Stewardship Committee.

The summer of 2006 was somewhat unusual as the Pond did not dry up: It remained 80% full of water all season long.

The Committee had some success at the annual Spring Workday in fighting the non-native, invasive Oriental Bittersweet: Painting the stumps after cutting the bittersweet led to no resprouting. Also

a native beetle was discovered to be eating the invasive Purple Loosestrife, and is the subject of a scientific study.

The Committee also approved a contribution toward the Town's purchase of the 21.5 acre Reardon property. This acquisition protects a substantial portion of Grindle Brook and its watershed, which feeds Great Pond, and will allow for the continued vigilant stewardship in preserving the Pond.

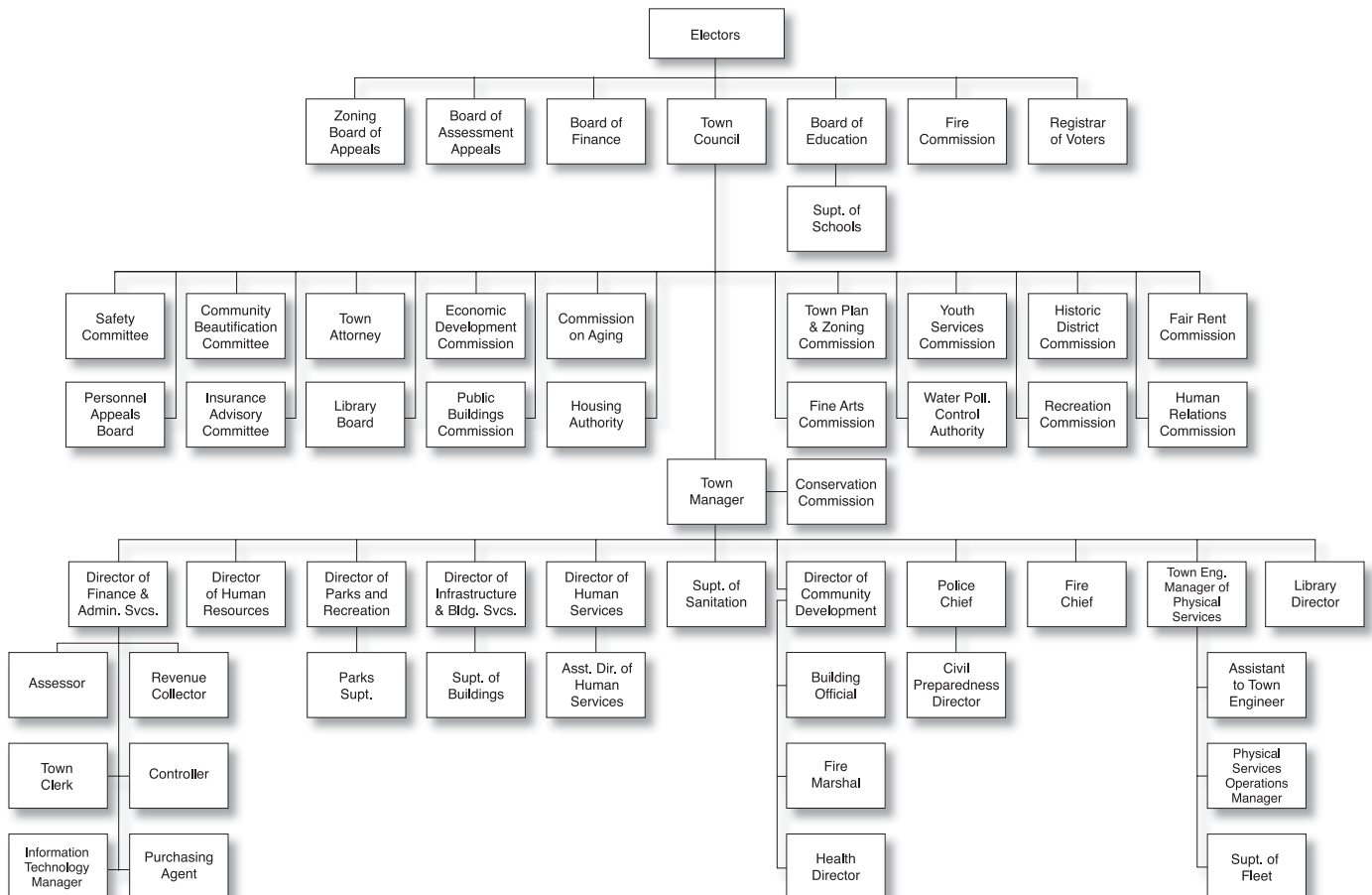




# SPECIAL PULL-OUT SECTION

## TOWN OF GLASTONBURY Organizational Chart

<b>Town Manager</b> Richard J. Johnson	<b>Assessor</b> David L. Valente	<b>Fire Chief</b> Matthew G. Nelson	<b>Information Systems &amp; Technology Coordinator</b> Robert L. Ashton
<b>Chief of Police</b> Thomas J. Sweeney	<b>Assistant Town Engineer</b> Stephen A. Braun	<b>Fire Marshal</b> Christopher N. Siwy	<b>Purchasing Agent</b> Mary F. Visone
<b>Community Development Director</b> Kenith E. Leslie	<b>Building Official</b> Edward P. Pietrycha	<b>Fleet Superintendent</b> Thomas O. Tierney	<b>Superintendent of Buildings</b> David Sacchitella
<b>Director of Finance and Administrative Services</b> Diane M. Waldron	<b>Civil Preparedness</b> Robert F. DiBella	<b>Physical Services Operations Manager</b> Eric E. Hood	<b>Superintendent of Sanitation</b> Michael J. Bisi
<b>Director of Human Resources</b> Patricia C. Washington	<b>Collector of Revenue</b> Norman Z. Rosow	<b>Housing Authority Director</b> Neil Griffin	<b>Town Attorney</b> Bruce Chudwick
<b>Town Engineer, Manager of Physical Services</b> Daniel A. Pennington	<b>Contoller</b> Nina R. Cousins	<b>Director of Human Services</b> Patricia R. Schneider	<b>Town Clerk</b> Joyce P. Mascena
<b>Director of Building Services</b> Herbert L. Schwind	<b>Director of Health</b> David W. Boone	<b>Library Director</b> Barbara J. Bailey	<b>Assistant Director of Human Services</b> Ann Grabowski
	<b>Director of Parks and Recreation</b> Raymond E. Purtell		





# SPECIAL PULL-OUT SECTION

## TOWN OF GLASTONBURY Dates to Remember

### Financial Administration

January 25	Annual Town Meeting
March 21	Final Budget Hearing

### Police Department

October 1	Annual Burglar Alarm Registration
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### Property Assessment

February 20	Deadline for filing written appeals to Board of Assessment Appeals
October 1	Annual Assessment Date: Property owners listed in Grand List
November 1	Last day to file business personal property declarations with assessor

### Refuse Disposal

April 7	Extended operating hours for Transfer Station ONLY during Day Light Savings time begin, Wednesdays 7:00 a.m - 7:00 p.m.
September 15	Modified Day Light Savings hours, Wednesdays 7:00 a.m. - 6:00 p.m.
October 27	Last Wednesday of Transfer Station extended operating hours

### Revenue Collection

January 1	Second installment of 2005 Grand List taxes become due. The taxes include real estate, personal property and Supplemental motor vehicles.
July 1	The first installment of 2006 Grand List taxes become due.
November 1	Sewer Use bills become due.

NOTE: Credit card payments are accepted at [www.officialpayments.com](http://www.officialpayments.com). A drop-off box for payments is located in the circle by the flag poles at Town Hall.

### Social Services

February 2	Homeowners' and Additional Veterans' Tax Relief Programs begin
March	Camp CONNRI and Channel 3 Country Camp applications available
April 30	Last day to apply for Energy Assistance benefits
May 14	Last day to apply for Homeowners' Tax Relief
May 17	Renters' Tax Relief Program begins
May 31	Last day to apply for Operation Fuel benefits
July & Aug.	Back-To-School promotional programs
September 15	Last day to apply for Renters' Tax Relief.
October 1	Last day to apply for Additional Veterans' Tax Relief benefits.
October 15	Energy Assistance application period begins.
November 18	Thanksgiving food baskets distributed (tentative).
December 1	Operation Fuel application period begins.
December 13, 14 & 15	Annual Toy Shop (tentative).

### Sanitation

2007 Waste Collections	April 14, April 28, May 12, June 9, June 23, September 8, September 29, October 13, October 27
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### Town Clerk

April 21	Fishing season opens
June 1	Dog Licenses become available for the next fiscal year
September 11	Primary for the November 6 election if a challenge is filed
October 5	Absentee ballots for November election become available in Town Clerk's office
TBD	Hunting season opens
October 30	Last day to register to vote in order to vote in the November election (except for those who move to Town, turn age 18, or become a U.S. Citizen after this date).
November 6	Election Day

### Water Pollution Control Division

November 1	Sewer Use payments due.
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# SPECIAL PULL-OUT SECTION

## TOWN OF GLASTONBURY Community Events 2008

### Youth & Family Services

February 28 Charity Cabaret, Gideon Welles School, 7-10PM  
 June 4 "Destination Imagination", Gideon Welles School, 7:30PM  
 August 12, 13, 14 Summer Show, TBA, Smith Middle School

**Apple Harvest Festival** October 14 & 15

### Welles-Turner Memorial Library Events

National Library Week April 13-19  
 Children's Book Week May 12-18  
 Book Sale May 17 9 a.m.-5 p.m.  
 Library Card Signup Month September  
 Book Sale September 6, 9 a.m.-5 p.m.  
 Banned Book Week September 27 - October 4  
 Teen Read Week October 12 -18

**Fun Runs (Tuesday evenings)** 6:30 p.m. GHS – June 27, July 11, July 18, July 25, August 1, August 8, August 15

**Kid's Pooch Pageant** July 10, 6:00 p.m. Hubbard Green - Pre-registration required

**Santa's Run 3.5 Mile Run** December 3, Noon GHS (Snowdate Sunday, December 10)

### Senior Picnic

Hubbard Green August 4 (tentative) Festivities begin at 9:30 a.m.

### Summer Music Series

Hubbard Green Wednesdays 7:00 p.m. – July 5, July 12, July 19, July 26

### Town Band Concert

Hubbard Green Sundays 7:00 p.m. – July 9, July 16, July 23, July 30

### Boards and Commissions Meeting Schedule

Town Council	2nd and 4th Tuesdays	Town Council Chambers
Board of Education	2nd and 4th Mondays	Town Council Chambers or GHS Library
Board of Finance	3rd Tuesday	Town Hall Meeting Room, 2nd Floor
Town Plan & Zoning Commission	1st and 3rd Tuesdays	Town Council Chambers
Board of Assessment Appeals	As required	Town Hall
Building Board of Appeals	As required	Town Hall
Commission on Aging	1st Monday	Senior Center, 17 Hebron Avenue, 1st Floor
Community Beautification	2nd Wednesday	Town Hall Meeting Room, 2nd Floor
Conservation Commission	2nd and 4th Thursdays	Town Council Chambers
Economic Development	1st Monday	Office of Community Development, Town Hall, 3rd Floor
Fair Rent Commission	As required	Herbert T. Clark House, 45 Canione Road
Fine Arts Commission	2nd Monday	Glastonbury High School, Room 136
Fire Commission	1st Thursday	Fire Company #1, 2825 Main Street
Historic District Commission	As required	Town Hall
Housing Code of Appeals	As required	Town Hall
Human Relations Commission	Quarterly	Town Hall Lunch Room, 2nd Floor
Insurance Advisory Committee	Quarterly	Engineering Conference Room, Town Hall, 3rd Floor
Public Buildings Commission	1st Wednesday	Town Hall Meeting Room, 2nd Floor
Public Housing Authority	3rd Wednesday	Herbert T. Clark House, 45 Canione Road
Recreation Commission	3rd Thursday	Parks and Recreation, 1086 New London Turnpike
Safety Committee	4th Monday	Town Hall Meeting Room, 2nd Floor
Water Pollution Control Authority	2nd and 4th Wednesdays	Town Council Chambers
Welles-Turner Library Board	2nd Monday	Welles-Turner Memorial Library, 2407 Main Street
Youth and Family Services Commission	2nd Wednesday	Youth and Family Services, 321 Hubbard
Zoning Board of Appeals	1st Monday	Town Council Chambers

NOTE: Please contact the Town Clerk's Office at 652-7616 to confirm dates, times and locations as some schedules change due to holidays.



# SPECIAL PULL-OUT SECTION

## TOWN OF GLASTONBURY Town Departments 2008

### Town Departments

For Information	Call	Phone
General Information	Information Center	652-7710
Accounts Payable	Accounting	652-7595
Administration	Town Manager	652-7500
Assessment	Assessor	652-7600
Assessment	Info Line	652-7606
Birth Certificates	Town Clerk	652-7616
Building Permits	Building Office	652-7521
Bulky Waste Disposal	Sanitation	652-7772
Children's Department	Welles-Turner Library	652-7718
Civil Preparedness	Civil Preparedness	652-7576
Community Center (Riverfront)	Community Center	652-7638
Death Certificates	Town Clerk	652-7616
Deeds	Town Clerk	652-7616
Demolition Permits	Building Office	652-7521
Dial-A-Ride	Senior Services	652-7643
Dog Licenses	Town Clerk	652-7616
Dog & Animal Problems	Animal Control Officer	633-7227
Drainage Problems	Engineering	652-7735
Electrical Permits	Building Office	652-7521
Elderly Municipal Agent	Senior Services	652-7638
Energy/Fuel Assistance	Social Services	652-7638
Engineering	Engineering	652-7735
Facilities Services	Facilities	652-7703
Financial Administration	Administrative Services	652-7586
Financial/Medical Assistance	Social Services	652-7638
Fire Chief	Fire Department	652-7555
Fire Marshal	Fire Marshal	652-7526
Food Bank	Social Services	652-7638
Health Matters	Health Department	652-7534
Highways	Physical Services	652-7749
	Operation Manager	
Housing Authority Comm.	Housing Authority	652-7568
Inland Wetlands	Community Development	652-7510
Landfill Permits	Engineering	652-7735
Libraries	Welles-Turner	652-7719
	S. Glastonbury	633-4793
	E. Glastonbury	633-5637
Marriage Licenses	Town Clerk	652-7616
Nursing	Visiting Nurse Assoc.	633-3521
Passport Information	Probate	652-7630
Personnel	Human Resources	652-7501
Planning	Community Development	652-7510
Plumbing & Heat Permits	Building Office	652-7521
Police (General Info)	Police Department	633-8301
Probate Court	Probate Clerk/Judge	652-7629
Recreation	Recreation Department	652-7679
Recreation Schedules/ Cancellations	Info Line	652-7689
Refuse Disposal/Recycling	Info Line	652-7790
Refuse Disposal/Recycling	Office	652-7772
Registration of Voters	Registrar of Voters	652-7627
Salvation Army	Social Services	652-7638
Sanitary Inspection	Health Department	652-7534
Sewer Department/ Water Pollution Control	Sanitation	652-7772

Sewer Use Bills	Sanitation	652-7772
Snow Removal & Streets	Highway Superintendent	652-7749
Social Services	Social Services	652-7638
Taxes/Collector of Revenue		652-7614
Taxes/Info Line		652-7606
Tax Relief Program	Social Services	652-7638
Trees/Parks and Recreation		652-7679
Voting	Registrar of Voters	652-7627
Youth & Family Services	Youth & Family Services	652-7660

### Board of Education

Central Office	Contact Person	Phone
General Information		652-7951
Superintendent of Schools	Alan Bookman	652-7961
Assistant Superintendent	Christine Brown	652-7963
Assistant Superintendent	Jeffrey Kitching	652-7965
Business Manager	Sharon Smith	652-7940
Administrator for Pupil Services	Linda Roberts	652-7971
Facilities & Food Services Director	Brad Devlin	652-7948
Transportation Coordinator	Angelo Balesano	652-7295

### Curriculum

Director	Phone
Art	Daniel Roach 652-7954
Athletics	Trish Witkin 652-7200 ext 2116
Career & Vocational Ed.	Gary Nolf 652-7200 ext 2002
Educational Technology	Brian Czapl 652-7200 ext 1123
Foreign Language & ELL	Rita Oleksak 652-7954
Health & Physical Ed.	Ann Marie Colebrook 652-7200 ext 2116
History & Social Sciences	Ilene Lowenstein 652-7967
Language Arts & Reading	Catherine Buchholz 652-7967
Mathematics	Michele Watson 652-7975
Music	Patricia Lignelli 652-7975
PreK-12 Support Programs & Services	Mary Daugherty-Abrams 652-7971
School Counseling	Edward Gregorski 652-7200 ext 1800
Science	Fred Myers 652-7200 ext 2002

### Curriculum

Principal	Phone
Glastonbury High School	Matthew Dunbar 652-7200 ext 1025
Smith Middle School	Donna Schilke 652-7040
Gideon Welles School	James Gregorski 652-7800
Buttonball School	Margaret McQuillan 652-7276
Eastbury School	Sheryl Harriman 652-7858
Hebron Avenue School	Linda Provost 652-7875
Hopewell School	Kathleen Murphy 652-7897
Naubuc School	Kent Hurlburt 652-7918
Nayaug School	Kate Carter 652-4949
East Hartford/Glastonbury Elementary Magnet School	Glen Peterson 622-5400
Two Rivers Middle Magnet School	Thomas Scarice 509-3607
Great Path Academy (Magnet)	Thomas Danehy 512-3560

Town Web Site [www.glastonbury-ct.gov](http://www.glastonbury-ct.gov)

### FIRE, POLICE & EMERGENCY

Routine Calls to Police Department **DIAL 911** 633-8301



Corporate office park



## Physical Services

The Physical Services Department is responsible for the maintenance and inventory of the Town's roadways and infrastructure. This includes existing systems as well as additions proposed through subdivision and site development.

### Engineering

The Engineering Division performs design review of streets, traffic control systems, storm and sanitary sewers, sidewalks, and other public improvements proposed in conjunction with land development. Recommendations are made to appropriate Boards and Commissions of the Town. Following approval, the Division inspects the construction of the public improvements to assure conformance with Town standards.

The Division performs routine inspection of existing Town roads, drainage systems, and traffic control signs and signals. Public inquiries and comments are investigated to address potential problems or defects. Road, storm drainage, and sanitary sewer conditions and maintenance history data are maintained in the Road Manager data network. An ongoing program of obtaining and recording traffic counts and spot speed data is conducted by staff and pertinent data is shared with the Police Department.

This Division is responsible for in-house design of public improvements or coordination with private consultants when used in conjunction with Town projects. The Division provides civil engineering services for all Town Departments and provides technical and

clerical support to the Water Pollution Control Authority.

In addition, staff maintains property line, easement, and other pertinent mapping data in the Town's web-accessible and very robust Geographic Information System (GIS).

Some recent projects include:

- Construction oversight and administration of the Bell Street Bridge Replacement Project.
- Design and construction of several sidewalk projects.
- A2 land survey of parcels obtained via the Town's successful Property Acquisition Program.
- Inspection and co-management of the recent Glastonbury High School track and artificial field installation.

### Highway

The Highway Division is responsible for maintenance, repair, and construction relative to streets, drainage systems, sanitary sewers, traffic controls, sidewalks, and other features of the Town's infrastructure system. Recent construction projects of note include reconstruction of the driveway and parking area at Fire Company No. 2, along with demolition and grading assistance on the Glastonbury High School Track and Synthetic Field Project. Snow and ice removal and joint operation of the Bulky Waste sand and gravel facility are also primary functions. Overall maintenance and construction is accomplished through the use of in-house labor and equipment working in conjunction with contractual entities.

The Winter of 2006/2007 saw further refinement of operations related to snow and ice removal. The Town continued

use of a treated road salt product in lieu of sand/salt mixtures. Spring clean-up efforts have been substantially reduced, snow removal effectiveness is markedly improved, and environmental benefits are derived via reduction of sand deposition in storm water receiving water bodies and wetlands.

Other typical Highway Division functions such as street sweeping, catch basin cleaning, roadside mowing, and roadway surface treatment were performed with positive results. The paving program utilized traditional asphalt overlay with continued use of the cost-efficient Micropave process, where appropriate, to resurface ten (10) lane miles of roadway at a very reasonable cost.

### Fleet Maintenance

The Fleet Maintenance Division's responsibilities include the repair and maintenance of all Town vehicles. This includes a wide variety of vehicles ranging from general purpose cars and police cruisers to school buses, fire apparatus, heavy trucks, and construction equipment. These services also include the installation of the trend-setting 54ward Voice Integration System in the new police cruisers. Included within the scope of these services are the very substantial efforts of repair technicians during snow and ice events. The rough duty encountered by plow trucks during snow storms results in a need for quick and knowledgeable mechanical diagnosis and repair in order to keep trucks on the road.

The Division prepares bid specifications for all Physical Services vehicle purchases and reviews specifications for all other Departments. Other

*(continued on page 22)*



The Glastonbury Bulky Waste Facility



Water Pollution Control construction site

*(continued from page 21)*

Division responsibilities include garage environmental compliance and maintenance of a computerized Fleet Data Program that tracks maintenance activities and associated costs, thereby allowing for prudent decision-making when considering new equipment purchases. In addition, Vehicle Maintenance staff periodically coordinates public sale of obsolete parts and equipment to ensure maximum salvage values.

Fleet Maintenance staff has also begun active involvement in researching and applying fuel conservation technologies as they apply to the Town's fleet. Use of B20 bio-diesel fuel was successfully implemented and pure nitrogen is now generated for filling vehicle tires in order to better maintain correct air pressure.

## Water Pollution Control Authority

The Water Pollution Control Authority

(WPCA) is responsible for reviewing and approving sanitary sewer connections and expansions, and for assessing future needs of the system as it grows.

The WPCA levied assessments in the amount of \$232,008.55 in conjunction with their responsibility to recover the cost of sanitary sewer construction. Of this amount, \$174,682.18 was a result of new construction, with the balance due to expansion or connection of existing facilities. During the past fiscal year, 94 new connections were made to the sewer system.

The Authority reviewed, approved, and funded a sanitary sewer extension in conjunction with the Bell Street Bridge Project. This extension services six additional properties and provides the ability, at a reduced cost, to service the rest of the Margaret Lane area in the future.

A sanitary sewer line within Worthington Road began to show signs

of possible failure. Pro-active action by the Authority to repair this line was initiated. It was determined that the best approach was to slip-line this segment of pipe. Slip-lining essentially inserts a tough resin liner within the existing compromised pipe. This method is much less intrusive than the traditional option of an open-cut excavation and can often be accomplished at a fraction of the cost. This was successfully completed in one day with minimal disruption to the property owners this line serves.

All of the approvals to put the Wastewater Treatment Plant renovation out to bid were completed. The bid was sent out in the Spring of 2007. C.H. Nickerson & Company, Inc. of Torrington, Connecticut, is the apparent low bidder with ground-breaking expected in the early Fall of 2007.

## Sanitation Water Pollution Control Division

The Water Pollution Control Division provides the continuous collection and treatment of sanitary sewage generated from 100 miles of sanitary sewers and eight remote pumping stations. The system serves approximately 18,000 people within the Town of Glastonbury in compliance with State and Federal regulations. In addition, this Division administers Sewer Use rates, ordinances

and provides staff support to the Water Pollution Control Authority.

The following provides highlights of statistics for fiscal year 2005-2006.

- 923.06 million gallons of wastewater were processed averaging 2.53 million gallons per day.
- 3,250,000 gallons or 1,247,402 pounds of sludge were processed and disposed of, averaging 3,418 pounds per day.
- 1,377,216 kilowatt hours of electricity was consumed at the Treatment Plant for the 24 hour per day operation, this is an average of 3,773 kilowatt hours per day.

- Water Pollution Control Facility Upgrade: Completed design work for the major upgrade project to replace old and worn inefficient equipment and to meet new State of Connecticut, Department of Environmental Protection (DEP) overall water quality to the Connecticut River and Long Island Sound. DEP review and approval of the design is expected to be completed in the fall of 2006 so we may proceed with the bidding phase.
- Emergency repairs to a broken force main pipe at the Nutmeg Pump Station were successfully completed. This station has been in continuous operation since 1965.



The Glastonbury Police Department responding to an accident.



Glastonbury police officer

## Refuse Disposal Division

The Refuse Disposal Division operates solid waste disposal, recycling facilities and administers permits for private collectors, ordinances and operating guidelines for waste disposal facility users.

The following provides an overview of statistical data for the Refuse Disposal operation.

- 3,249 tons of Refuse was disposed of at the Transfer Station, 3,726 tons of Bulky Waste at the Bulky Waste facility and 4,404 tons of material was recycled.
- 37.6% of solid waste Town wide was recycled.
- 643 residents utilized the Regional

Household Hazardous Waste Collection Facility during the year.

- Continued enhancements to our leaf composting program included fine screening of our finished compost producing a more refined organic soil amendment. This material is provided for sale at the Transfer Station and Bulky Waste Facility. Un-screened compost is also available at no cost.

## Public Safety Police Department

The Glastonbury Police Department is a nationally and state accredited law enforcement agency committed to providing service to our community in a professional and sensitive manner. In 1986, the Department was the first law enforcement agency in Connecticut to be accredited. In 2007, it was the first to achieve its sixth re-accreditation.

The Department consists of 59 sworn officers and 16 civilian support personnel. Patrol officers maintain a visible police presence and 7 day/24 hour response capability to incidents occurring in Town. The primary mission of the Patrol Division is to identify, prevent and/or eliminate public safety problems. The Patrol officers are the primary contact between the Department and the public. They provide the critical first response to all crime, traffic and medical emergencies occurring throughout the Town. The nature of the work requires these officers to be highly trained and to flexibly readjust to handle a wide variety of complex situations.

While the Town's population has continued to grow, the workload of the Police Department has remained fairly constant for the past several years. During FY 06/07, the Department handled 19,846 cases. The major elements of that case-load are broken down as follows:

Traffic	8,081
Services	7,951
Criminal	4,796

Among these cases, in a normal year, the Department's personnel will respond to about 1500 calls for medical assistance and 1000 calls involving animal related problems.

The Town's crime rate has historically been one of the lowest in the State of Connecticut. While the Town's population has grown by over 31% since 1985, the rate of serious crime has declined by 46.2% during the same period. In November 2004, the Town was recognized by Hartford Magazine as having the lowest crime rate in the Capitol Region.

The Department places great emphasis on issues pertaining to youth. Full time

School Resource Officers are assigned to the Middle and High Schools. In addition to enhancing school safety, the officers are in daily contact with youth. While they may occasionally take enforcement action, their primary focus is on preventing problems for youth and discouraging their involvement with crime and/or substance abuse.

Youth officers teach the DARE curriculum to all students in the sixth grade. Instruction on internet safety is presented to fifth grade students and anti-bullying programs are implemented in the fourth grade and middle school. A youth officer is assigned part time to the FBI's Innocent Images Task Force. That officer's investigative efforts have been highly successful in arresting and prosecuting Internet pedophiles.

The Department maintains a high priority emphasis of drunk-driving enforcement. Consistent with its strong emphasis on prevention, the Department maintains a proactive posture in addressing the problems of underage drinking and substance abuse. This is accomplished by the continuing checks of establishments selling alcoholic beverage and tobacco to ensure compliance with

*(continued on page 24)*



Two of the Volunteer Fire Department's fleet.

*(continued from page 23)*

laws governing sales to minors. High priority is maintained to enforcing the Town's Alcohol Ordinance against possession by a minor, or hosting parties where alcohol is served to minors.

During FY 06/07, the Police Department led efforts to upgrade the Town's public safety communications system. A new multi-site simulcast system was installed and operationalized providing high quality voice communications for police, fire and ambulance responders in all areas of the Town. The new system represents a quantum improvement for first responder safety and effectiveness over the pre-existing radio system which provided only patchy coverage due to the Town's hilly terrain. The radio system upgrade had been approved by

Town voters in a 2005 referendum. The radio capital improvement project was completed on time and under budget.

Following a comprehensive review of safety issues, ergonomic design and new technology, the Police Department developed a new safer design for police cruisers. That design is now being adopted by other police agencies across the State and nation. Equipment within the vehicle has been carefully placed so as not to impede airbag deployment. Consoles and computer equipment have been mounted so as to minimize the chances of officer injury in event the emergency vehicle is involved in a collision. Computer equipment in the vehicle was chosen to enable safe and easy operation in both daylight and dark

hours of operation. Newly designed wiring systems enable a new car to be prepared for use as a police vehicle or equipment replaced in an existing vehicle in a fraction of the time previously required. The feature of Glastonbury's new cruisers which has attracted the most interest from the media and the law enforcement community, however, is the ability of the officer to control all emergency equipment, radio and computer equipment by voice command. By enabling the officer to focus his undivided attention on the road ahead and not having to fumble with switches greatly reduces the chances of accidents. The Town's new cruiser design has been referred to as "the police car of the future."

## Public Safety Volunteer Fire Department

The Glastonbury Volunteer Fire Department is comprised of 130 dedicated men and women. Twenty four hours a day, seven days a week, these brave volunteers are ready to answer your call for help. The members of the Glastonbury Volunteer Fire Department leave the comfort of their homes at any moment's notice to respond to emergency incidents and to help their neighbors deal with their serious problems involving fire or rescue services. There are four fire stations, one modern fire training facility, and twenty fire department vehicles that responded to 955 calls for service this past year covering the 52.3 square miles in town.

The Glastonbury Fire Company Organizations are an integral part of their

community. They provide food vendor services, fire prevention demonstrations, and public education opportunities at nearly every major town event. They are active at the Apple Festival, the Memorial Day Parade, the "Walk for Life" to defeat cancer, the Special Olympics, and the Nayaug Connecticut River Canoe Races as well as many other events in your neighborhood.

The fire department took delivery of a new Fire Engine this year. This new apparatus has greatly enhanced operational and safety features that will allow the firefighters of Glastonbury to better serve the community. The new Engine 11 will serve at Company One, the Naubuc Fire Company, at 2825 Main Street.

Company Two, the South Glastonbury Fire Company, celebrated their 80th Anniversary with a Gala Open House that was well attended by the citizens of town. Enhancements to the Company Two Fire

Station have started in the fall with the drainage and paving projects completed. The members of Company Two will provide the town with all new landscaping on the property in the spring.

At the fire department's annual Awards Banquet Chief Emeritus Mario Accornero was honored for his 60 years of service with the Glastonbury Volunteer Fire Department. The Glastonbury Exchange Club honored Paul Slusarczyk as the department's Firefighter of the Year.

This past year, the fire department implemented new Standard Operating Procedures for Multiple Alarm Incidents, Firefighter Accountability Systems, an Apparatus Driver Qualification Program, and Radio Communications for Statewide Interoperability Systems.

The department is also proud of our accomplishments in the training division. Each new volunteer firefighter





Volunteer Fire Department training exercise



goes through 150 hours of rigorous and challenging training to become active members. This training includes certification by the Connecticut Fire Academy to the standards of the National Fire Protection Association for the level of Firefighter One. New members must also receive training in hazardous materials response, incident command systems, homeland security weapons of mass destruction, vehicle rescue, and the department's standard operating procedures. All active members then must meet a standard of attending a minimum of twelve training drills each year to maintain their skills. The majority of the Glastonbury Volunteer Fire Department members also upgrade their training certification levels during their careers. The department has many members nationally certified as Fire Service Instructors, Fire Engine and Aerial Apparatus Operators, Emergency Medical Technicians, Incident Safety Officers, and Fire Officers.

In response to the threat of possible attacks against America, the fire

department is continuing to upgrade our regional and statewide response capabilities. The department participates in the Statewide Fire/Rescue Disaster Plan with the implementation of Task Force # 57. Task Force # 57 consists of three Engine Companies, two Ladder Companies, one Rescue Company, a Command Car, and 26 fire personnel from six surrounding communities that are available to respond to major incidents.

The department's Fire Police Division is another source of great pride for the Glastonbury Volunteer Fire Department. The Fire Police members keep the firefighters safe at each emergency incident and assist the public to continue on their way without interfering in the fire department's operations.

The Fire Cadet program continues to flourish under the direction of several dedicated volunteer fire department advisors. The program for youth ages 14-18 currently has 20 members and the program provides the department with well trained firefighters at the age of

18. The fire cadets have the opportunity to explore the fire service and learn the important life skills of teamwork, discipline, and leadership.

The Glastonbury Volunteer Fire Department is very proud of our role in the areas of fire prevention and public education. In the past year the department's fire prevention and education division, with the help of all the volunteer firefighters and the Town of Glastonbury Fire Marshal's Office, has provided services at 56 events. From the school children to the seniors, from the scouting programs to our civic organizations, the Glastonbury Volunteer Fire Department has been there to help.

The Glastonbury Volunteer Fire Department is always looking to recruit new members who share their desire to serve their community and would like to learn exciting new information and skills. If you are interested in this rewarding opportunity to become part of a great organization of compassionate neighbors, please call the Fire Chief's office at 652-7555.

## Public Safety Civil Preparedness

The Office of Civil Preparedness (Emergency Management) coordinates all emergency activities in times of man-made or natural disasters for the Town of Glastonbury.

The Office is active in planning for manpower, equipment and community needs by updating information, regulations and training, as well as conducting checks of materials and equipment, including the Town warning sirens.

In disaster situations, the office updates information and instructions to Citizens via its disaster information telephone number 652-7578, as well as its radio station, WPII600 at 1570 AM, which is heard in Glastonbury, 24 hours a day, seven days a week. This station also provides citizens with public safety information concerning traffic aid emergency situations.

It also maintains a state-of-the-art mobile telecommunications van that is equipped to function as a backup system should the Town's main system fail. This van can also be used in the field to assist with 'command and control'

operations in major incident situations. This van contains the I-TAC I-CALL 800 MHz Interoperable System. The Glastonbury Emergency Management Director is considered as the founder of this Interoperable System by State Public Safety Officials.

The Civil Preparedness staff has trained in 'radiological monitoring' through the Connecticut Office of Emergency Management. It has radiological monitoring devices to meet peacetime homeland security concerns including the 'Hurrevac' United States Government

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Volunteer Ambulance headquarters



Finance Department staff

*(continued from page 25)*

hurricane-warning program with which it monitors major weather events.

The department is committed to continuing its involvement in Glastonbury Boy Scouting in Emergency Management projects to assist the development of youth, who are our future leaders.

Certain federally required elements of training must be completed by the Town of Glastonbury organizations that may have a role in preventing, preparing for, responding to, or recovering from an

incident. The Emergency Management Senior Staff has completed its Federal Government requirement for National Incident Management System (NIMS).

The Town has maintained its status as a Federally Recognized "Storm Ready Town" by the National Weather Service, which is the second one in Connecticut and the tenth in New England.

The Office of Civil Preparedness also  
- Participated in the "public safety telecommunications upgrade project"

for the Town of Glastonbury for the municipal radio system.

- Maintained viable Civil Preparedness, Emergency Management & Homeland Security Program for the people of the Town of Glastonbury.
- Provided and installed U.S. Weather Alert Radios in all Glastonbury Schools as well as the Board of Education and the Bus Yard.
- Provided normal and emergency communications to the Apple Fest and the Santa's Run.

## Public Safety Volunteer Ambulance

The Glastonbury Volunteer Ambulance Association, GVAA, was established in 1957 and is committed to providing emergency ambulance service to the community 24 hours a day, 7 days a week, 52 weeks a year. More than 2,400 calls have been logged this year. Currently 2 "Super Duty" ambulances operate from our facility at 2112 Main Street (behind the police department). Each ambulance has a 2 or 3 person crew who in addition to basic emergency procedures can

provide intravenous fluid therapy, advanced airway management, cardiac defibrillation and oxygen therapy.

GVAA members are state certified EMT's of varying levels and receive monthly training to update skills and keep abreast of new and ever changing requirements in their field. Members come from Glastonbury and the surrounding towns volunteering both their time and expertise to those in need. Typically GVAA members do three 12-hour shifts a month. When not responding to calls, crew members are at the ambulance quarters attending to the equipment, building and supplies.

Members pride themselves on providing the highest quality, most compassionate, and most dedicated emergency medical care to the residents and visitors of Glastonbury. GVAA also offers First Aid and CPR training to members of the community and surrounding towns.

GVAA is always looking for dedicated members to be a part of our team. To learn more about becoming a volunteer or about our organization, or to inquire about community based training please call 633-6554. You can also reach us at [www.GVAA.org](http://www.GVAA.org).

## Administrative Services

The Administrative Services Department is responsible for the preparation of budgets, accounting and financial reporting, land records, property

assessment, and the collection of taxes and sewer use fees. In addition, it oversees the acquisition of goods and services, insurance procurement, legal services, cash management and debt administration, voter registration management and coordination of computer services.

## Board of Finance

The Board of Finance is a bipartisan Board which operates in partnership with the Town Council and the Board of Education. In its advisory role, the Board recommends an annual budget to the Town Council and recommends and/or authorizes transfers among and between



Computer Services (IT) staff

accounts and funds during the fiscal year. By direct authority the Board establishes the annual mill rate of taxation after reviewing the final budget approved by the Town Council.

## Financial Administration

This office coordinates the preparation of the operating and capital improvement budgets for the Town Manager; works with the Board of Finance to review financial reports and make recommendations as needed to the Town Manager and Town Council; serves as staff liaison to the Insurance Advisory Committee in risk analysis and annual insurance renewals; coordinates procurement of goods and services and provides Information Technology services for all Town departments.

- Maintained its AAA designation with Standard's & Poor and Aa1 designation with Moody's Investment Services for the Town, which is based on the Town's financial condition.
- Contracted on line auction service to sell surplus equipment.
- Initiated new procedures and policies to reduce energy consumption utilization used by computer hardware
- Implemented pension advisory consultant recommendations to pension investment strategies
- Received the Governmental Finance Officers Association (GFOA) Distinguished Budget Presentation Award for FY06/07.

## Accounting

The Accounting Division is responsible for providing complete and accurate financial information, in the proper format, on a timely basis. This division

prepares the year-end comprehensive annual financial report and processes employee payroll, payables, and receivables. The division is also responsible for managing the Town's investments to maximize interest earnings in all funds and performing internal audit procedures to help ensure that proper controls and procedures are being followed.

- Received the Certificate of Excellence in Financial Reporting for the period ended June 30, 2006, awarded by the Government Finance Officers Association following an extensive review process.
- Implemented improved cash management technology and fraud prevention procedures for disbursements

## Property Assessment

The Property Assessment Division administers an ad valorem tax program in compliance with State Statutes. It compiles the annual Grand List of taxable and exempt property including the valuation of real estate, motor vehicles and business personal property.

- The 2006 Grand List Taxable Grand List totaled \$3,088,606,980, a 1.9% increase over the previous year.

## Revenue Collection

The Collector of Revenue division is responsible for the timely billing, collection and financial reporting of tax and sewer revenues in accordance with State Statutes and other applicable regulations and the collection and processing of all other Town revenues. Of additional importance to this division is maintaining an effective and cordial relationship with the general public while

assisting them to understand the taxation procedure process.

- Taxes and fees for the fiscal year 2006/2007 totaled \$103,256,907
- Sewer charges and fees totaled \$1,829,099.82
- Back taxes collected totaled \$432,671
- Accomplished a tax collection rate of 99.6% on current levy.

## Town Clerk

The Town Clerk's Office serves as the center for permanent public records for the residents of the community and their government and is responsible for maintaining many public records including, but more limited to, land records, vital statistics, military discharges, notary public registrations, liquor and burial permits, trade name certificates, meeting schedules, notices, agendas and minutes of the numerous boards and commissions, administering elections and issuing various licenses such as dog, sporting, marriage and civil union. Most all of the functions of the office are governed by state statute and town charter, and the office is a major collector of revenue for the State of Connecticut as well as for the Town. In fiscal year 2006/2007, the office collected approximately \$2,088,750 in revenue for the State and \$1,148,450 for the Town consisting of funds relating to conveyance taxes, the historic documents and farmland preservation funds, vital statistics, dog and sporting licenses, land record recordings and other miscellaneous items.

- Successfully implemented renovation plan in stages with no disruption of services to the public.

*(continued on page 28)*



(continued from page 27)

- Reconfigured vault space with new shelving and work areas; consolidated vault contents to provide additional land record index and book storage; and installed additional computer workstations in the public area.
- Upgraded counter recording module to provide breakdown of state and local fees.

- Qualified for and received a \$12,000 Historic Preservation Grant from the State of Connecticut for the re-indexing of land records to create an electronically generated combined grantor/grantee index back in time from 1952 back to 1942.
- Applied for a \$12,000 Historic Preservation Grant from the State of

Connecticut to continue the land records re-indexing project, which funds are to be awarded and work will continue on the project in fiscal year 2007/2008.

- Scheduled and verified documentation of town attorney conducted ethics trainings for the major town boards and commissions.

## Human Resources

The Human Resources Department is a full service department with the mission of administering a full range of human resources services and programs to the Town's workforce and retirees.

Some of the principal services and activities offered are: recruitment and testing, compensation and classification, employee training and development, labor relations and employee and retirees benefits. The department is also responsible for the Customer Service Center, located on the ground level of Town Hall. The center provides a range

of services to residents, visitors and employees ranging from posting jobs to notarizing documents.

Some of the accomplishments for the year were as follows:

- Conducted 46 recruitments and reviewed over 1,000 applications in an effort to select the best candidates to fill town positions.
- Provided over 28 training sessions and employees' programs with an average of 35 employees per session.
- Notarized approximately 452 documents and issued over 752 dump passes at the Customer Service Center.
- Completed a comprehensive training program with all town employees in how to provide the highest level of Customer Service.

- Collected \$37,635.00 in dump pass fees

Some of the training sessions served to enhance employees' knowledge, skills and abilities in job performance while other opportunities were to assist in keeping our employees healthy and help them to prepare for life in retirement.

Some of the opportunities offered were customer service training, team building, taking care of your back, How to stay healthy, life beyond employment and law updates. The information sessions provided to employees included preparing for retirement, how social security works, my investment opportunities and men and women health issues.

# Town of Glastonbury

## Financials

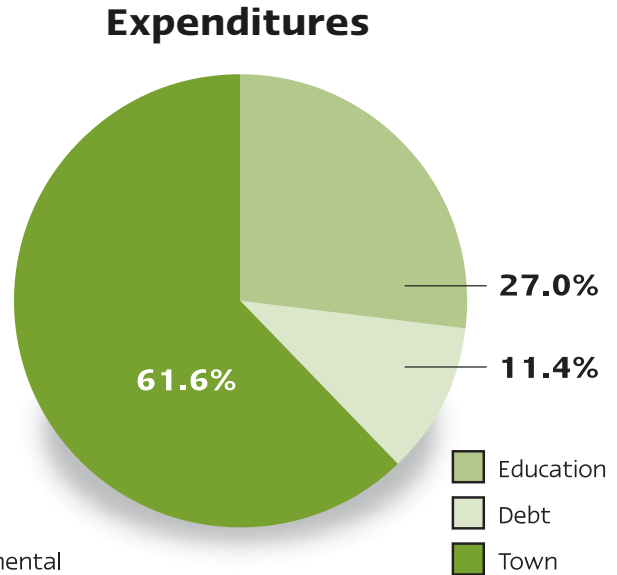
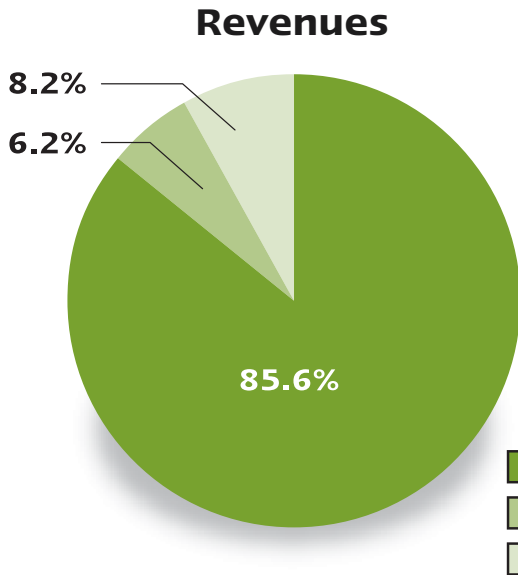
**TOWN OF GLASTONBURY, CONNECTICUT  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
BUDGETARY BASIS – BUDGET AND ACTUAL – GENERAL FUND  
FOR THE YEAR ENDED JUNE 30, 2007**

	Budgeted Amounts		Actual	Variance With Final Budget Positive (Negative)
	Original	Final		
<b>REVENUES:</b>				
Property taxes	\$103,786,637	\$103,786,637	\$104,127,646	\$341,009
Licenses and permits	871,250	871,250	1,347,568	476,318
Intergovernmental	5,770,493	7,438,009	7,469,242	31,233
Charges for services	2,513,000	2,777,994	3,048,447	270,453
Other revenue	3,117,220	3,117,220	4,053,765	936,545
<b>Total revenues</b>	<b>116,058,600</b>	<b>117,991,110</b>	<b>120,046,668</b>	<b>2,055,558</b>
<b>EXPENDITURES:</b>				
<b>Current:</b>				
General government	2,432,1091	2,422,453	2,326,787	95,666
Community development	1,772,388	1,759,888	1,668,626	91,262
Administrative services	5,111,736	5,182,639	5,018,769	163,870
Public safety	8,826,990	9,103,012	8,925,970	177,042
Physical services	5,418,407	5,365,125	5,089,293	275,832
Sanitation	2,195,906	2,281,238	2,242,013	39,225
Human services	2,222,062	2,259,562	2,151,797	107,765
Leisure/culture	4,987,815	4,997,815	4,982,809	35,006
Contingency	175,000	155,000	0	155,000
Education	72,351,145	74,042,708	74,031,222	11,486
Debt service	10,422,464	10,422,464	10,370,675	51,789
<b>Total expenditures</b>	<b>115,916,022</b>	<b>117,991,904</b>	<b>116,787,961</b>	<b>1,203,943</b>
Excess (Deficiency) of Revenues over Expenditures	142,578	(794)	3,258,707	3,259,501
Other Financing Sources (Uses):				
Transfers in	1,887,422	3,212,422	1,558,223	(1,654,199)
Transfers out	2,030,000	3,355,000	3,355,000	-
<b>Total other financing sources (uses)</b>	<b>(142,578)</b>	<b>(142,578)</b>	<b>(1,796,777)</b>	<b>(1,654,199)</b>
<b>Net Change in Fund Balance</b>	<b>\$ -</b>	<b>\$(143,372)</b>	<b>1,461,930</b>	<b>\$1,605,302</b>
<b>Fund Balance at Beginning of Year</b>			<b>14,202,302</b>	
<b>Fund Balance at End of Year</b>			<b>\$15,66,232</b>	

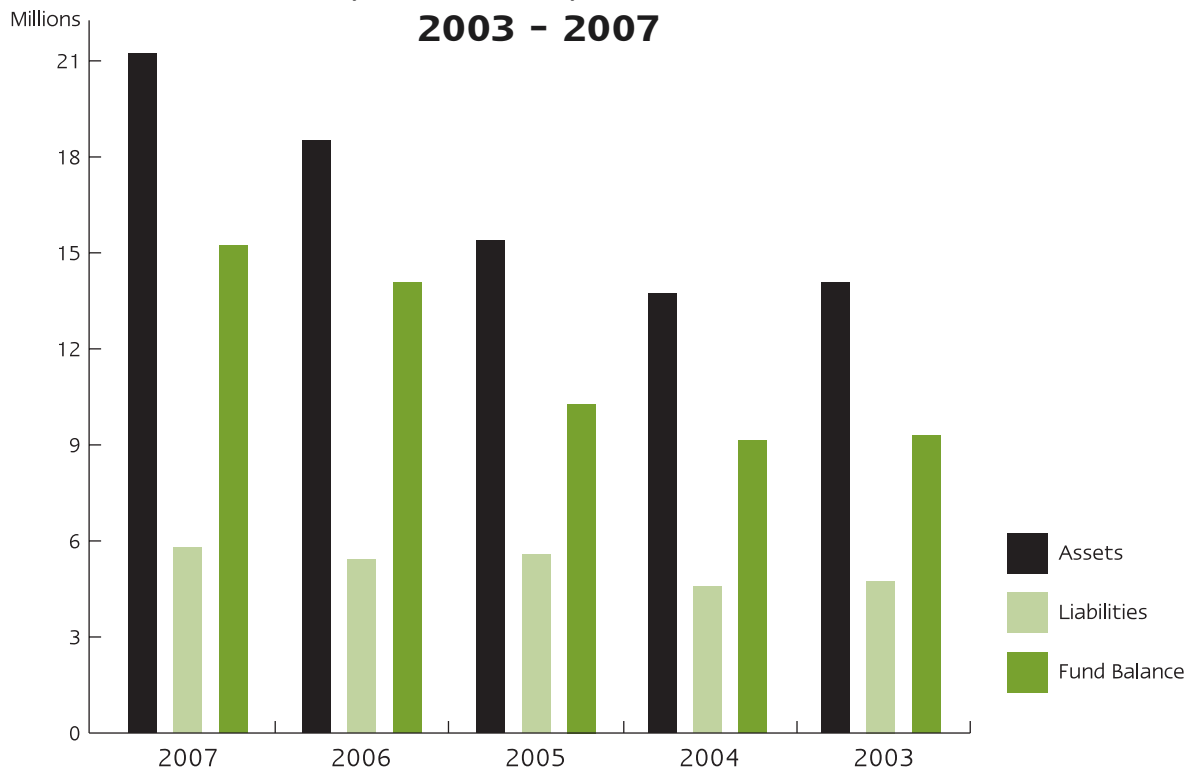
A complete copy of the financial report is available for review at Town Hall.

# Town of Glastonbury

## Financials



### Assets, Liabilities, Fund Balance 2003 - 2007



# Town of Glastonbury

## Financials

**TOWN OF GLASTONBURY, CONNECTICUT  
GENERAL FUND – BALANCE SHEET  
JUNE 30, 2007 WITH COMPARATIVE TOTALS FOR 2006**

	2007	2006
<b>ASSETS</b>		
Cash and cash equivalents	\$20,019,604	\$18,057,764
Receivables:		
Property taxes	248,058	248,052
Other	910,802	794,894
Inventory	190,238	171,246
Other assets	13,908	26,326
<b>Total Assets</b>	<b>\$21,382,610</b>	<b>\$19,298,282</b>
<b>LIABILITIES AND FUND BALANCE</b>		
<b>Liabilities:</b>		
Accounts and other payables	\$2,550,835	\$2,066,104
Due to developers for escrow deposits	1,459,045	1,740,234
Due to others for escrow deposits	771,835	597,312
Deferred revenue	936,663	692,330
<b>Total liabilities</b>	<b>\$5,718,378</b>	<b>5,095,980</b>
<b>Fund Balance:</b>		
Reserved for encumbrances	\$128,135	51,096
Reserved for inventory	190,238	171,246
Reserved for capital outlay	69,500	47,500
Unreserved:		
Designated for insurance	275,000	275,000
Designated for subsequent year's expenditures	550,000	550,000
Designated for specific purposes	73,165	14,776
Undesignated	14,378,194	13,092,684
<b>Total fund balance</b>	<b>\$15,664,232</b>	<b>\$14,202,302</b>
<b>Total Liabilities and Fund Balance</b>	<b>\$21,382,610</b>	<b>\$19,298,282</b>

# Town of Glastonbury

## Town Officials – Prior to November 2007 Election

### Board of Education

Richard C. Brown •  
Lorraine Marchetti \*  
Jeremy Grieverson, *Secretary*  
Thomas W. Edgington  
Lynn Onderko  
Kristi Vitelli  
Pandora D. Wohler  
James R. Zeller

### Board of Finance

Diane L. Northrop  
James R. McIntosh  
Robert W. Jenkins  
Walter F. Hemlock  
Constantine Constantine  
Peter B. Deich

### Board of Assessment Appeals

David Motycka  
Robert D. Bowden  
Dennis C. Cavanaugh  
Bernard J. Herpst  
Forbes Warren  
Robert F. Vacchelli  
Eileen M. Dobensky

### Bldg. Board of Appeals/ Code Review Committee

Calvin J. Carini  
James W. Dutton  
Robert Kaelin  
John S. Sardo  
Graham Tyrol

### Commission on Aging

William McGaw Jr.  
Susanne Dock  
Mary Abel  
Nancy Kent  
Ernest F. Reale  
Eva Bowden  
Janeen Dolan

### Community Beautification Commission

W. Gilbert Wolf  
Robert G. Shipman  
Donald B. Reid  
Linda DeGross  
Della Winans  
Lewis Middleton  
David Flatterly

### Conservation Commission

Kim McClain  
Judy Harper  
Dennis McInerney  
James Bingham

Gerhard R. Schade  
William Patrick  
Helen D. Stern

### Cox Cable Advisory Council

Patricia Darling  
Christopher Fraleigh  
Martin Loughlin  
Richard C. Brown

### Economic Development Commission

Gretchen Deans  
Anthony L. Lazzaro, Jr.  
Michael Botelho  
David M. Hallows  
Raymond A. Dolan  
Jay Sattler  
Caren Kittredge

### Ethics Commission

Alexandrina (Sandy) Sergio  
Alan R. Spier  
Nancy Thomas  
Patrick Treacy  
Angela Bull  
Alternates:  
Reginald L. Babcock

### Fair Rent Commission

Lucille Jonah  
Judith A. Stearns  
Allen Karp  
Andrea Broder  
John C. Hilton  
Stephen D. Oppenheim  
David Evans

### Fine Arts Commission

Doris O'Rourke  
Helen Litwin  
Dianne Hemlock Grinvalsky  
Catherine Carlone  
Heather Summers  
Sandra MacGregor  
Diane Lacy

### Fire Commission

Gilbert D. Spencer  
James W. Dutton  
Rocco N. Fierravanti  
Raymond A. Dolan  
Arnold H. Higgins  
Richard W. French, Jr.

### Historic District Commission

Mary Lou Barrett  
Nanette Navarro  
Michael Stassen

Steven Snyder  
Dr. Trish Manfredi  
*Alternates:*  
Courtney MacDonald  
Barbara Theurkauf  
Dorothy C. Cameron

### Housing Code of Appeals

Nelson C. L. Brown  
Kristine Brown  
Dr. Michael F. Lepore  
W. Michael Low

### Human Relations Commission

Susan Sit  
Joan Kemble  
Patricia A. Darling  
John C. Glezen  
Virginia Hajek

### Incorporators/ Free Academy

Richard Mihm  
Patricia Saddle mire  
John Waterhouse

### Insurance Advisory Committee

Robert J. Hager  
Stephen J. Ludwig  
Ronald E. Palmer  
David Hoopes  
Thomas Mullaney  
Patricia Shea-Lovell  
Stephen L. Jones

### Greater Hartford Tourism District

Katherine C. Kennedy

### Personnel Appeals Board

Elizabeth A. (Betty)  
McLaughlin  
Robert W. Rulevich  
Glenda Rose  
Richard Vitterelli  
Keith Shaw

### Public Buildings Commission

Lisbeth Becker  
Charles I. Monzeglio  
Stephen Shipman  
David B. Cox  
Suzanne S. Galvin  
*Liaisons:*  
Gus Constantine

### Public Housing Authority

Donald H. Foberg  
James F. Noonan  
Richard H. Inman  
Zelda Lessne  
Judith Jaskulski

### Recreation Commission

Allyson Ravosa  
Michael C. Collins  
Dennis Kerrigan  
Brian Summers  
Michael H. Clinton  
H. James Boice

### Safety Committee

Brian Ellis  
Bernard J. Herpst  
Theodore R. Paulding, Jr.  
Lewis Lassow  
Daniel B. Scott  
Kathleen Kiernan-Pagani  
Robert Hicks

### Town Council

Susan Karp  
Carol H. Ahlschlager  
Whit C. Osgood  
Kurt P. Cavanaugh  
Marti Curtiss  
Stewart "Chip" Beckett III  
Barbara C. Wagner  
Thomas J. Kehoe  
Carolyn M. Treiss

### Town Plan & Zoning Commission

Patricia V. Bussa  
Patricia V. Low  
Sharon Jagel  
William Finn  
Steven B. Ryan  
Sharon H. Purtill  
*Alternates:*  
Raymond Hassett  
Eric W. Schaefer  
Keith S. Shaw

### Water Pollution Control Authority

Bradley Northrop  
John C. Gavin  
Louis M. Accornero  
Nils Carlson  
William H. Habicht  
Frank J. LaPorte III

### Welles Turner Library Board

Elizabeth Fitzpatrick  
Vanessa Kerrigan

Glenda Rose  
Patricia Saddle mire  
Laurie Paternoster  
Diane Hemlock

### Youth & Family Services Commission

Patrick Sullivan  
Tamara Vrabely  
Scott Heaney  
Angela Phelan  
Natalie Cook  
Joanne R. Schneider  
Tricia Dougherty  
Susan Calabro  
*Non-Voting Members:*  
Father Kevin Cavanaugh  
Sergeant Keith O'Brien

### Zoning Board of Appeals

Michael T. Fitzpatrick  
James T. Van Law Jr.  
Sandra O'Leary  
Jeanie G. Babineau  
John C. Linderman  
*Alternates:*  
Charles L. Monaco  
Anthony Gesnaldo  
Jeannie S. Loughlin

### Connecticut River Assembly

Richard Mihm

### Agricultural Advisory Committee

Mario Accornero  
Henry Rose  
J. Baylis Earle  
Louis Bussa  
Richard Ferrari  
Deborah McIntosh  
Michael Longo

### Great Pond Stewardship Committee

Gerhard R. Schade  
Paul Kehoe  
Dennis Kerrigan  
Dennis McInerney  
David Gumbart  
Barbara C. Wagner  
Chip Beckett  
Marti Curtiss  
Judy Harper  
Tom Mocko

• Chairman  
\* Vice Chair



# Town of Glastonbury

## Town Officials – Following November 2007 Election

### Board of Education

Richard C. Brown •  
Lorraine Marchetti \*  
Lynn Onderko, Secretary  
Lisa M. Furbush  
Jeremy Grieverson  
Kristi Vitelli  
Pandora D. Wohler  
James R. Zeller

### Board of Finance

Diane L. Northrop •  
James R. McIntosh \*  
Robert W. Jenkins  
Dennis F. Kerrigan, Jr.  
Constantine Constantine  
Peter B. Deich

### Board of

#### Assessment Appeals

David Motycka •  
Christopher M. Gallagher  
Dennis C. Cavanaugh  
Bernard J. Herpst  
Forbes Warren  
Michael C. Collins  
Lawrence J. Byar

#### Bldg. Board of Appeals/ Code Review Committee

Luther Weeks  
James W. Dutton  
Robert Kaelin  
Sandra Arenas  
David Cordone

#### Commission on Aging

Denise Weeks  
Susanne Dock  
John DiSette  
Nancy Kent  
Ernest F. Reale  
Eva Bowden  
Janeen Dolan

#### Community Beautification Commission

W. Gilbert Wolf  
Robert G. Shipman •  
Donald B. Reid  
Linda DeGrosso  
Della Winans  
Darlene Dumaine  
David Flattery

#### Conservation Commission

Kim McClain  
Judy Harper •  
Dennis McInerney  
Robert Huestis  
Gerhard R. Schade

William Patrick  
Helen D. Stern

#### Cox Cable

**Advisory Council**  
Patricia Darling  
Christopher Fraleigh  
Martin Loughlin  
(Bd. of Ed. Representative)

#### Economic Development Commission

Gretchen Deans  
Anthony L. Lazzaro, Jr.  
Michael Botelho  
David M. Hallowes •  
Raymond A. Dolan  
Winona Zimmerlin  
Caren Kittredge

#### Ethics Commission

Reginald L. Babcock  
Alan R. Spier  
Nancy Thomas  
Judyth A. Heinrich  
Angela Bull  
*Alternates:*  
Al Herzog

#### Fair Rent Commission

Lucille Jonah  
Judith A. Stearns  
Allen Karp  
Andrea Broder  
John C. Hilton  
Stephen D. Oppenheim  
David Evans •

#### Fine Arts Commission

Doris O'Rourke  
Helen Litwin  
Marion Terry Cordone  
Betsy Hamilton  
Heather Summers  
Sandra MacGregor  
Diane Lacy

#### Fire Commission

Gilbert D. Spencer  
James W. Dutton  
Rocco N. Fierravanti  
Raymond A. Dolan  
Arnold H. Higgins  
Richard W. French, Jr.

#### Historic District Commission

Mary Lou Barrett  
Barbara Theurkauf  
Michael J. Stassen  
Steven Snyder  
Dr. Trish Manfredi

#### Alternates:

Courtney MacDonald  
Brian Davis  
Dr. Michael F. LePore

#### Housing Code of Appeals

Kristine Brown  
W. Michael Low

#### Human Relations Commission

Susan Sit  
Joan Kemble  
Patricia A. Darling •  
John C. Glezen  
Virginia Hajek

#### Incorporators/ Free Academy

Richard Mihm  
Patricia Saddlemire  
John Waterhouse

#### Insurance Advisory Committee

Robert J. Hager  
Stephen J. Ludwig  
Ronald E. Palmer  
David Hoopes  
Thomas Mullaney  
Tallison (Tally) Noble  
Stephen L. Jones

#### Greater Hartford Tourism District

Katherine C. Kennedy

#### Personnel Appeals Board

Elizabeth "Betty" McLaughlin  
Robert W. Rulevich  
Kimberly Kupecky  
Richard Vitterelli  
Robert Zanolungo

#### Public Buildings Commission

Lisbeth Becker  
Charles I. Monzeglio  
Stephen Shipman  
David B. Cox  
Suzanne S. Galvin  
*Liaisons:*  
James R. Zeller -  
(Bd. of Education)  
Gus Constantine -  
(Bd. of Finance)

#### Public Housing Authority

Donald H. Foberg  
James F. Noonan  
Richard H. Inman

Zelda Lessne

Judith Jaskulski (Tenant Rep.)

#### Recreation Commission

Allyson Ravosa  
Michael C. Collins  
Seth Jacoby  
Brian Summers  
Michael H. Clinton  
H. James Boice \*

#### Safety Committee

Brian Ellis  
Bernard J. Herpst  
Theodore R. Paulding, Jr.  
Ronald E. Strine  
Daniel B. Scott  
Kathleen Kiernan-Pagani  
Robert Hicks

#### Town Council

Susan Karp •  
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Timothy P. Coon  
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Sharon H. Purtill  
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Lewis Lassow  
Keith S. Shaw

#### Water Pollution Control Authority

Bradley Northrop  
John C. Gavin  
Louis M. Accornero  
Nils Carlson  
John A. Davis, Jr.  
William H. Habicht  
Frank J. Laporte III

#### Welles Turner Library Board

Elizabeth Fitzpatrick  
Vanessa Kerrigan  
Anthony Gesnaldo  
Barbara Nebb  
Patricia Shea-Lovell  
Diane Hemlock

#### Youth & Family

##### Services Commission

Robert Zanolungo  
Tamara Vrabely  
Scott Heaney  
Diane Levsky  
Angela Phelan  
Natalie Cook  
Joanne R. Schneider  
Tricia Dougherty •  
Susan Calabro  
*Non-Voting Members:*  
Lisa M. Furbush -  
(Bd. of Education)  
Lauren Gouse -  
(Youth Advisory Board)  
Sergeant Tim Viens -  
(Glastonbury Police Dept.)

##### Zoning Board of Appeals

Michael T. Fitzpatrick  
James T. Van Law, Jr.  
Sandra O'Leary  
Jeanie G. Babineau  
John C. Linderman  
*Alternates:*  
Brian R. Smith  
John H. Ferguson  
Jeannie S. Loughlin

##### Connecticut River Assembly

Richard Mihm

##### Agricultural Advisory Committee

Mario Accornero  
Henry Rose  
J. Baylis Earle •  
Louis Bussa  
Richard Ferranti  
Deborah McIntosh  
Michael Longo

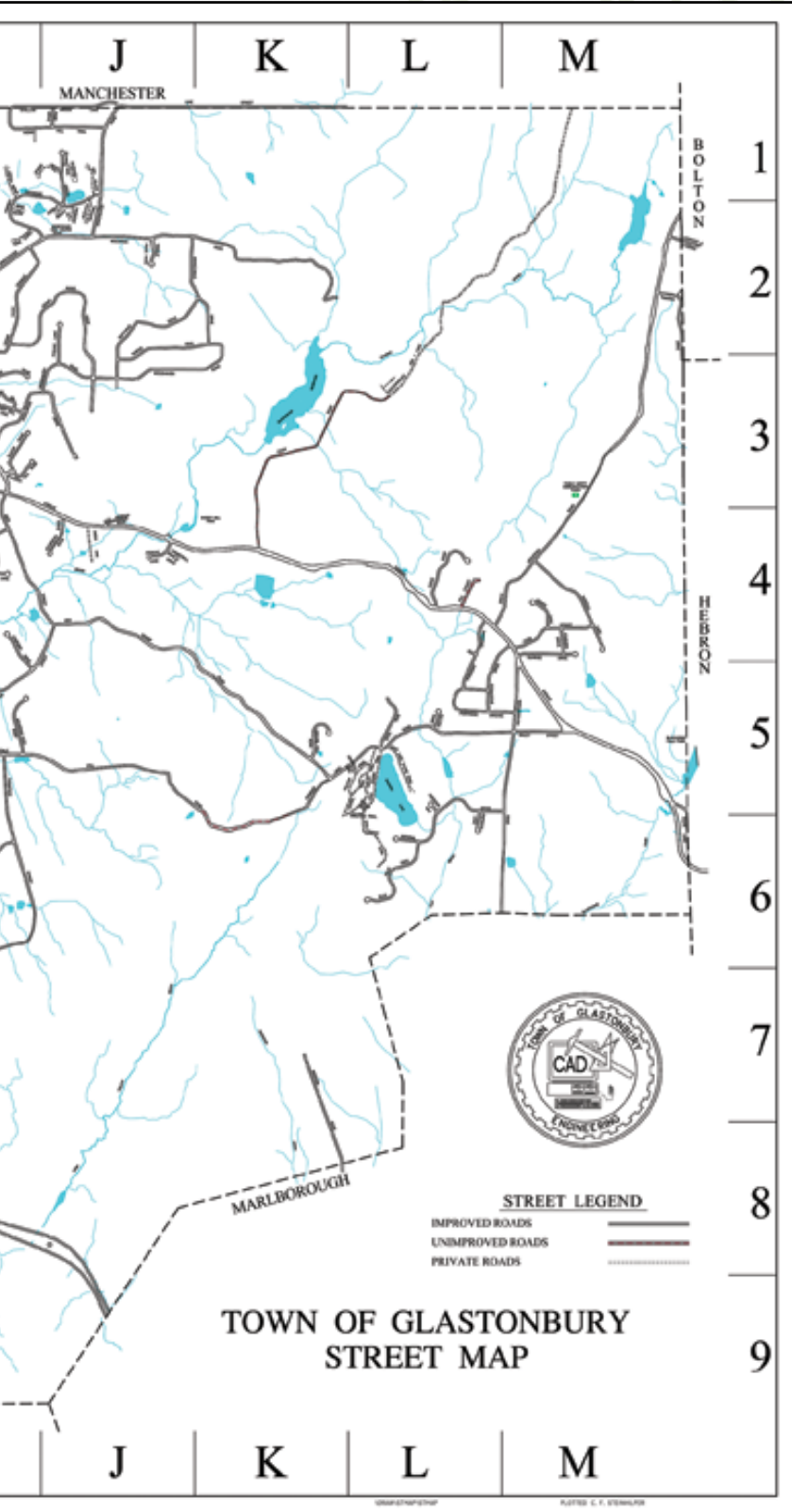
##### Great Pond Stewardship Committee

Gerhard R. Schade •  
Paul Kehoe  
Dennis McInerney  
David Gumbart  
Carol H. Ahlschlager  
Marti Curtiss  
Carolyn M. Treiss  
Judy Harper  
Tom Mocko  
(Environmental Planner)

• Chairman

\* Vice Chair





Annual Report  
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