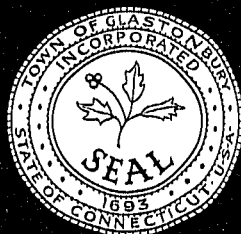


The Glastonbury Story



ANNUAL REPORT 1990-1991

In 1693, Glastonbury gained status as an independent town from Wethersfield, and is the birthplace of Gideon Welles, who was the nation's first Secretary of the Navy under President Abraham Lincoln, and the home of the Smith Sisters, pioneers of women's rights in America.

The J.B. Williams Company, the United States' first commercial soap factory, which manufactured "Aqua Velva" and "Williams' Electric Shave," was located in Glastonbury. The town is also well-known for its agricultural endeavors, especially the peach orchards of J.H. Hale, where the well-known strain of Hale peaches was developed.

Glastonbury is also linked to Rocky Hill by the nation's oldest continuously operating ferry, which began in the mid-17th century.

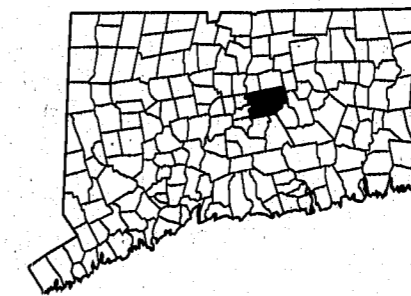


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REPORT OF THE TOWN MANAGER

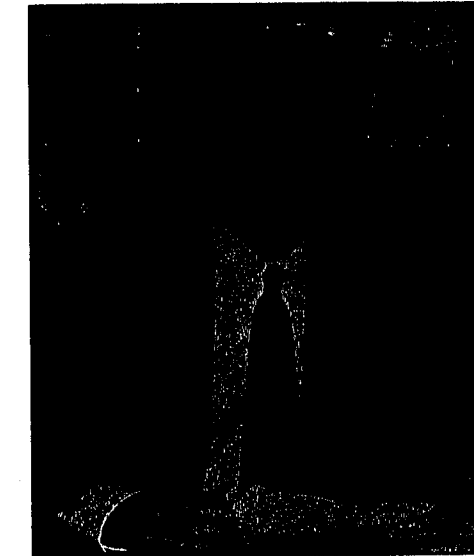
Dear Citizens:

It is with a sense of pride that we present to you the Annual Report of the Town of Glastonbury's activities, programs and finances for the fiscal year ending June 30, 1991.

Although the Capitol Region continues to experience the effects of a lingering recession, Glastonbury has fared much better than many communities. The growth in our Grand List for the year will be approximately in the 2% range, much lower than previous years. However, Glastonbury did experience a very substantial growth in new home construction of approximately 70%. The spurt in residential development is the bulk of the expansion in the taxable Grand List during the current year. Major commercial and industrial development is all but non-existent during the current economic times.

In spite of all the economic difficulties, the Town of Glastonbury has continued to function well and has completed a number of major projects and activities that were previously approved. Let me take a few moments of your time to outline some of the Town's more noteworthy undertakings as follows:

- A. *The Glastonbury High School Renovation Project* was substantially completed at the end of the fiscal year at an approved project cost of \$8.1 million dollars.
- B. Similarly, the *Renovation and Expansion of Fire Companies #3 and #4, Hopewell and Buckingham*, were completed during the fiscal year. We are pleased to announce that of the \$2.1 million dollar project, we have a cost savings of approximately \$350,000, which means that much less will have to be bonded and repaid by the taxpayers.
- C. The design for our new *Ambulance Facility* was completed and construction got underway during the fiscal year.
- D. The *property next to the Youth and Family Resource Center* on Hubbard Street came on the market and was acquired by the Town. It is currently being renovated to serve as a Youth Services Department annex to house the counseling staff. This was an excellent acquisition for the Town and provides much needed space for our youth services operation.
- E. In March the Glastonbury Police Department received its five year reaccreditation by the National Commission on Law Enforcement accreditation. For a number of years we were the only community in Connecticut with an accredited Police Department. There are now three others in the entire state.



Richard S. Borden Jr. - Town Manager

- F. The Board of Finance and Town staff undertook, with the assistance of a Pension Specialist, a thorough analysis of our Pension Fund Investment Program. The study was aimed at increasing our investment return on the Pension Fund and, very importantly, safeguarding the Pension Fund assets. Over the long term, the Town, I am confident, will realize excellent returns on its Pension Fund, thereby saving tax dollars.
- G. The Town was required to be rated by the bond rating agencies, Moodys and Standard and Poors. I am happy to announce the Town has maintained its very prestigious AA-1 rating. Because of the very difficult times and the very conservative outlook of rating agencies and banks, a number of communities have had their bond ratings downgraded. The enhanced rating Glastonbury enjoys saves substantial tax dollars on interest rates for all borrowings.
- H. The close out of our books for our year ended June 30, 1991 saw a substantial enhancement of the Town's financial position. Revenues were over-realized, while at the same time surplus was turned back in the Operating Budget. The net result was that the Town's General Fund Undesignated Balance (surplus) increased by \$1,505,139.

Please take the time to look through your Annual Report. There is a lot of interesting information about the various Town and Education Departments.

As always, the townsfolk are encouraged to take an interest in the Town's activities and the operations of its local government. Please call or stop in at any time to make us aware of any concerns, suggestions or comments you may have.

Very truly yours,
Richard S. Borden Jr.
Town Manager

The Town Manager

The Town Council



Sonya F. Googins - Town Council Chairperson

REPORT OF THE TOWN COUNCIL

The folksy humor of Will Rogers frequently made poignant points. In talking about "the good old days" he once said. "The problem with the good old days is that they never was!" Yet we all long for those good old days when problems seemed smaller, times less stressful and threatening to ourselves and our families. And for those of us who were poor, somehow we never really felt poor.

I would hardly characterize 1990-91 as such a time. While Glastonbury seems to be weathering the current economic climate somewhat better than our sister towns, it is hardly encouraging with a new income tax, state and federal record deficits, unemployment in Connecticut at record highs - and knowledge that our friends and neighbors are feeling real pain. Town government must do its best to minimize that pain.



1990-91 Town Council

The Glastonbury Town Council, with the help of excellent professional staff and committed boards and commissions acts in the interest of the community's health, safety and general well-being, as described in the Town Charter. We can point to many successes and accomplishments. Chief among them are the completion of additions to two firehouses and a new ambulance building, all coming in under budget, and maintaining a superlative police department which is nationally accredited. I must also include having an excellent school system, that despite the need for additional space and renovation, prepares our children for the future. We can point to excellent fiscal management in an environment of reduced support from the state keeps Glastonbury's bond rating AA+ and tax increases to a minimum.

Certainly we can list many negatives of the economic environment. But a major factor in Glastonbury is how our people rally together to enhance our beautiful community. "The Field of Dream's being constructed by Little League, the renovated children's room done by Friends of the Library, Rotary's contribution to a new Dial-a-Ride Van, playscapes at many schools - all constructed or paid for by you. Trees on Main adds to beautification to our downtown. The Teen Center project goes forward hoping for citizens' sweat equity and private funds to complete an old fashioned "barn-raising" that can bring both old and young together. As our Tercentennial celebration comes closer to 1993, and hundreds of people are collaborating to make this a fantastic year that hopefully will remind us of those good old days.

It becomes significantly more important to work with the towns in the Capitol Region in problems solving and to influence our state legislators to keep their commitment to aid to municipalities, education grants, the reform of binding arbitration and prevailing wage regulations. These issues translate into thousands of dollars of increasing costs that without support from the state must be borne by our citizens.

The future of Glastonbury must be met with both head and heart. Let's resist the temptation to have cynicism and despair dominate the times in which we live. Let us hope that our children will view the Nineties as "the good old days."

Sonya Googins
Town Council Chairman

REPORT OF THE TOWN ATTORNEY

It should be no revelation to you for me to say that these are difficult, stressful, hard economic times.

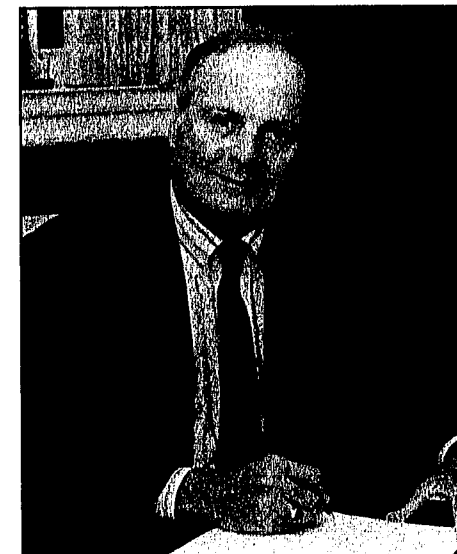
Nothing better illustrates that than the sad fact that the Tax Collector and the Town Attorneys were compelled to send out 56 demand letters for long overdue taxes, and, when those failed to produce results, to start 40 tax foreclosure actions in court. The last thing any town or public official wants is conflict or lawsuits with its citizens. But the law and these revenue-depressed times compelled such actions, lest taxes on all other citizens be raised to compensate for nonpayment by relatively few delinquents. All costs, expenses and fees are recoverable by the Town and are added to the amounts to be paid by such debtors.

These demand letters and foreclosures only occurred where all other efforts of the Tax Collector to work with delinquent taxpayers and arrange payment schedules failed or were refused.

These efforts were largely quite successful and should ease the tax burden for the coming year. As a result of the demand letters and foreclosures, 17 accounts have been paid in full, 11 are on payment schedules, and 28 remain pending.

It is regrettable to report that litigation generated by C. J. Mozzochi unfortunately continues to be a factor in the demand for legal services. This was discussed in detail in our last report, and there is no sense in dwelling on it again here. Suffice it to say that the Town and its officials would very much like to see this needless, costly litigation end. The efforts of town officials to approach and resolve these conflicts on a reasonable, rational basis have failed. It does seem reasonable to believe that fifteen years of waste and harassment are quite enough.

To close this report on a positive, productive chord, the legal work done on several major Town projects should be mentioned. Among these were: renovation and expansion of firehouses for Companies 3 and 4; the reconstruction of the ambulance headquarters, particularly avoiding the costly "prevailing wage" provisions; the difficult High Street School negotiation and lease; the Great Pond preservation agreement; the innovative Wintergreen P.A.D.; and several environmental and zoning regulation revisions.



William S. Rogers - Town Attorney

It was particularly satisfying to see the labor negotiations and new employee contracts reflect the growing concerns over escalating health care costs and to resolve them amicably, for the benefit of local taxpayers. Glastonbury is one of the first towns to address these matters successfully, setting a good precedent for the future.

William S. Rogers
Tyler Cooper & Alcorn
Town Attorneys

PROBATE COURT

During the 1990-91 fiscal year the public hours of the Court remained 12:00 noon to 4:00 p.m. Monday through Friday; however, it is anticipated that by January 1992 these public hours will be expanded to 9:30 a.m to 12:30p.m. and 1:30 to 4:30 p.m. Monday through Thursday and 12:00 noon to 4:00 p.m. on Friday. The telephone number of the Court is 633-3723.

The most significant event marking this year was the retirement of Judge Donald F. Auchter, Glastonbury's first Judge of Probate, after more than 15 years of dedicated service as Judge. The Honorable David C. Rappe of the Coventry Probate District was appointed to serve as interim Judge until November 7, 1990.

The Court's caseload has continued to increase in all areas, especially those dealing with protection of the person and property of minors and persons who are physically or mentally incapable of managing their affairs. This trend is reflected in other Probate districts and can be expected to continue.

Normal public hours of the Probate Court are 12:00 noon to 4:00 p.m. but the judge or clerk may be called on 633-3723 whenever need arises. Expanded office hours are contemplated for 1992.

Probate Court

Legal Services

Community Development



Roaring Brook Common - Main Street, South Glastonbury

The Community Development Department is responsible for the organization and administration of activities relating to land-use and development, architectural design and resource management. The Department's staff serves several boards and commissions and acts as liaison between the general public and Town agencies. Staff provides reports and information which assist the Town in planning and zoning matters. Staff also provides expertise and assistance in the protection of natural resources, inspection of buildings and sites, environmental planning, economic development, historic preservation and the development of land-use regulations.

During the 1990-91 year, the Office of Community Development directed much of its time to assisting commissions and boards in the development and modification of regulations and the creation of maps which identify the different land uses and natural and protected resources throughout Town.

The rate of building activity and application for special permits and subdivisions lessened generally, in correlation with the recession of the regional and national economies.

TOWN PLANNING AND ZONING COMMISSION

The Town Plan and Zoning Commission is responsible for the review of and action on applications concerning land use and development. The Commission is a nine member board, with six regular and three alternate members appointed by the Town Council.

The Commission acts in its statutory capacity in overseeing the development of residential, commercial, industrial, public and protected lands. The Commission is responsible for action on applications for special permits with design review, flood zone permits, excavation permits, sign permits and subdivisions.

During the year, the Commission worked on the development of revisions to the Glastonbury Subdivision and Re-subdivision Regulations. Such changes have required in-depth Commission review of Town policies, citizen interests, existing local and State regulations and existing and potential land-use activities.

The Town Plan and Zoning Commission acts in an advisory capacity to the Town Council and Zoning Board of Appeals for zoning and public improvement matters. The Commission continues to advocate affordable housing issues, and following supportive Commission recommendations and final approval by the Town Council, a number of moderately priced housing units have been added to Glastonbury's housing stock. Two notable affordable projects into which the Commission had extensive input are the Roaring Brook Common and Cove Point Landing Planned Area Developments.

During the Fiscal year 1991-92, the Commission intends to complete its revisions to the subdivision regulations and begin review and revision to the Plan of Development.

COMMUNITY BEAUTIFICATION COMMITTEE

The primary function of the seven member committee is to review site development and landscape plans for commercial and PAD developments.

Member Robert Shipman designed the planting at the west wall of the Welles-Turner Memorial Library. Because of budget constraints, no other planting was done.

Plans were completed for a small park and replacement of trees in the center of town. The committee will apply for a grant from the Small Business Administration to start the project.

BUILDING INSPECTION DEPARTMENT

The Building Inspection Department receives applications and maintains records for the Zoning Board of Appeals and Building Board of Appeals. In addition, the Building Official is the chairman of the Housing Code of Appeals Committee.

During the past fiscal year 90/91, the Building Department issued 1,737 permits, 235 Certificates of Occupancy and conducted 2,630 inspections to insure structural and fire safety and adequacy of electrical, heating and plumbing systems.

Complaints concerning the building construction, gravel excavations, violations of zoning ordinances and littering numbered 64.

Total revenue collected was \$239,712.

BUILDING BOARD OF APPEALS

This committee is charged with the responsibility of hearing appeals pertaining to building construction and interpretations of town codes when the Building Official rejects or refuses to approve the mode or manner of construction or when it is claimed that the provisions of the code do not apply or have been misconstrued or wrongly interpreted.

No appeals were heard during this period.

CONSTRUCTION ACTIVITY REPORT

Fiscal Year July 1, thru June 30, 1991

CONSTRUCTION COSTS (ESTIMATED)

Residential	
84 New SF/D	\$11,675,526
4 New SF/A	340,000
373 Add/Alter/Repairs	3,344,183
Commercial & Industrial	
2 New	\$ 530,000
98 Add/Alter/Repairs	4,881,754
Public Buildings	
0 New	0
6 Add/Alter/Repairs	404,575
Garages/ Pools Sheds/Misc.	614,308
Demolition (Assessed Value)	180,500
Total Construction Costs (Estimated)	\$21,970,846
Revenue Collected	\$ 239,712
Total Permits Issued	
(All phases including mechanicals)	1,737
Certificates of Occupancy Issued	
SF/D	95
SF/A	12
Miscellaneous	2
Total C.O.'s	126
Inspections Conducted	
All phases of construction & land use	2,630
Complaints Investigated	64

HOUSING CODE OF APPEALS COMMITTEE

This committee is charged with the responsibility of hearing appeals by affected persons of any notice from the Director of Health concerning the housing code.

No hearings were held during this period.

ZONING BOARD OF APPEALS

DUTIES & GOALS

It is the responsibility of the Zoning Board of Appeals to make fair and impartial decisions regarding zoning application where unusual or non-conforming situations exist. However, the impact of those decisions to the adjacent property owners and the welfare of the town are relevant factors in the Boards' decisions.

This year the Board was instrumental in accomplishing moderate housing in South Glastonbury by granting a reduction in the acreage requirement for a P.A.D.

Due to the nature of the Board, it often uncovers problem areas in the regulation, or lack of regulation itself. If this occurs, the TP&Z is notified for their consideration in the matter.

My goal as Chairman is to implement joining meetings with the Boards' chairmen, including the Town Council, to promote better communication and to eliminate Boards overlapping duties.

	# of Applications	# of Variances	Variances Approved	# of Special Exceptions	Special Exceptions Approved	Approvals Required by State of CT	Variances Denied	Special Exceptions Denied	Applications Withdrawn	Adverse Rulings by Building Official	Applications Tabled
July	11	5	4	3	3	3	1	0	0	0	0
August	4	3	2	1	1	0	0	0	1	0	0
September	5	3	3	2	2		0	0	0	0	0
October	6	2	2	3	3		0	0	0	1	0
November	7	5	4	2	2		1	0	0	0	0
December	4	4	3	-	-		1	-	-	-	-
January	3	3	3	-	-		-	-	-	-	-
February	2	2	2	0	-		0	0	0	0	0
March	3	2	2	1	1		-	-	-	-	-
April	6	4	3	2	2		-	-	-	-	-
May	7	6	5	2	1	No Action	-	-	1	-	-
June	6	5	4	1	1		-	-	1	-	-
TOTAL:	64	44	37	17	16	3	3	0	3	1	0

Zoning Board Summary of Action

ZONING BOARD OF APPEALS

This board is charged with the hearing of appeals from citizenry concerning variances, special exceptions, motor vehicle site approvals and decisions of the building official.

The Board held 12 public hearings and considered 64 applications. The results were as follows.

44 appeals for variances
37 were approved

17 appeals for special exceptions
16 were approved

1 appeal of the building officials
decision withdrawn

3 applications withdrawn

3 approval of site locations
as required by the state of Connecticut.

CONSERVATION COMMISSION

The Glastonbury Conservation Commission has a dual responsibility. It serves as the Town's environmental planning agency and ombudsman and it also regulates the use of its inland wetlands and watercourses.

In its first capacity, the Conservation Commission assists the Town Council (through its membership on the Land Acquisition Committee) in the evaluation of parcels being considered for "open space" acquisition or for the purchase of development rights in property which the Town wishes to keep in agriculture.

Following a lengthy and detailed field assessment, the Conservation Commission in 1990 transmitted to the Town Plan and Zoning Commission a favorable recommendation to issue an excavation permit in the Great Pond area of South Glastonbury. The recommendation was accompanied by a plea for the creation of a 75-acre Great Pond Nature Preserve covering areas that are not to be disturbed by the gravel operation. The Preserve would provide permanent protection for Great Pond and nearby ecologically significant areas, and would be subject to special stewardship provisions and environmental surveillance. In 1991, the Town Council voted to establish

that Preserve, and to enter into a stewardship agreement with the Connecticut chapter of The Nature Conservancy.

At the request of the Town Council, the Commission's staff and a subcommittee developed an aquifer protection proposal that could be incorporated into the Town's zoning regulations. It will be refined and reviewed in 1992.

As the Glastonbury Inland Wetlands and Watercourses Agency, the Commission continued to stress compliance by developers with the detailed conditions which typically accompany the wetland permits issued to them. Staff is doing an excellent job of inspecting projects under construction and patrolling areas known to be prone to erosion and sedimentation damage.

The Conservation Commission again wishes to recognize the performance of the Community Development staff in guiding applicants at an early review stage to submit environmentally benign proposals. Our cooperation with the Plan and Zoning Commission has been further strengthened by joint participation in their Plans Review subcommittee meetings. We are looking forward to the adoption by the Plan and Zoning Commission of revised subdivision regulations that encourage development proposals which respect ecologically fragile areas and maximize open space.

Without the Town Council's support, the Conservation Commission could not successfully carry out its mandate. We ask for continuing recognition of the importance of our mission.

HISTORIC DISTRICT COMMISSION

The Historic District Commission serves to protect and enhance historical and cultural aspects of the Town of Glastonbury. The Commission, appointed by Town Council, is a five member board with three alternate members who serve to promulgate Glastonbury's Ordinance on Historic Preservation.

In Fiscal Year 1990-91, the Historic District Commission unanimously approved the five applications which were submitted for Certificate(s) of Appropriateness. The Certificates were granted for items such as new building construction and additions, commercial signage, and construction of accessory buildings on properties within the Historic District.

During many of its meetings, the Commission discussed revisions to the regulations and design and sign guidelines in order to clarify

the language pertaining to repair, maintenance and replication of materials and building details. Special attention was given to the replacement of roof material.

During the year, the Town of Glastonbury made application to the Connecticut Historical Commission for inclusion in the Certified Local Government Program.

The Commission continues to serve the Town with its expertise through reports and recommendations pertaining to elements of Glastonbury's heritage.

ECONOMIC DEVELOPMENT COMMISSION

The Economic Development Commission is a 7 member bipartisan advisory board charged with the task of promoting economic development. This includes creating and monitoring a town climate which makes Glastonbury attractive to prospective quality developers, both commercial and industrial.

In this regard, the EDC designed and circulated a questionnaire to some 50 non-retail businesses in town asking how they rated the town business climate; municipal services, education, utilities, traffic, etc. Response was high at over 40 percent, and the overwhelming conclusion was that we have been doing things right. This was underscored by the fact that International Aero Engines, and Travelers Insurance both relocated here in 1991, and we continue to enjoy high occupancy rates in contract to adjoining towns.

One of the projects which the EDC has long supported is now under construction, namely, the total reconstruction of Hebron Avenue from Sycamore Street to Mill Street. So far, the Addison Road connector from Gateway Corporate Park and the reconstruction of the New London Turnpike, Oak Street, Williams Street intersection have not been accomplished. The economic downturn has made the first of these somewhat less urgent, however, a major prospective tenant in Gateway was temporarily blocked in his plans until a revised permit was negotiated with the State.

As we proceed into the 90's, there is good reason for optimism that Glastonbury will continue to be an attractive place for business to prosper. We encourage you to participate in the Town's economic development activities by offering your suggestions directly to any Commission member.

As we proceed into the 90's, there is good reason for optimism that Glastonbury will continue to be an attractive place for business to prosper.

Economic Development Commission

Health Department

HOUSING PARTNERSHIP

The Housing Partnership is an affordable housing advocacy group comprised of 15 community members with diverse backgrounds working to fulfill the objectives of Public Act 88-305.

During the year, the Partnership was awarded full Development Designation by the State of Connecticut. In conjunction with this approval, the Partnership sponsored the Town's first affordable single family detached project known as Cove Point Landing.

The Partnership is continuing to explore creative ways to increase the supply and availability of affordable housing throughout the Town. The Partnership is optimistic that a sponsored housing development can be designed and implemented during the next year. The Partnership would appreciate hearing from any resident with ideas regarding affordable housing.

TERCENTENNIAL COMMITTEE

The committee is charged with developing an appropriate celebration to mark the town's 300th anniversary in 1993.

When east of the river residents sought separation from Wethersfield and an identity of their own in 1690, the General Court (forerunner of the General Assembly) gave its approval to become effective when a church and minister were in place to serve the new town. Rev. Timothy Stevens and the Meeting House - when subsequently became First Church of Christ Congregational - were officially serving the community by October of 1693, allowing the incorporation of Glastonbury as a separate town as of that date.

Cooperating with the Historical Society and the church - also celebrating its 300th anniversary - the committee has spent the year working out schedules of events to cover the period between September 18, 1992 through December 1993. The effort has included planning special programs to be sponsored by the committee and to lining up chairmen and committees to run those programs, and contacting all clubs and organizations to find out about their special events for the 300th year.

To make the celebration self-supporting, a series of fund sources are being investigated. Sale of memorabilia connected with the town's anniversary, an unusual calendar, perhaps minimal fees for some events - these are all being considered. In some cases, cash will be a welcome gift.

To develop a new source of photos for the calendar, a photo contest will be sponsored by the committee later this year.

By the end of this year, the committee's list of events will be completed, with implementation of the major effort in the ensuing months. The committee's historian will continue intensive searches for town founders' descendants. Hopefully, some of them will be taking part in events during the anniversary year; any and all information on the founders and their families will become part of the Historical Society's records.

To encourage local residents to become "hooked on history", Moments in History, a weekly column in the Glastonbury Citizen will continue to run. Both the Citizen and the Hartford Courant are generously giving space to spreading any word about Tercentenary Committee action.

The committee's goal is to mark the town's 300th birthday with ceremonies and events that will be historical, memorable and fun, to make the year thoroughly enjoyable for everyone, and to encourage that community spirit that made Glastonbury the special place it has become.



HEALTH DEPARTMENT

The Health Department continues to provide and support community public health interests through a number of program areas. The programs include intensive environmental health activities, communicable disease surveillance, maternal and child health, communicable disease prevention, and health education. The department came under the administrative jurisdiction of the Office of Community Development.

ENVIRONMENTAL HEALTH

Environmental Health activity continues to be the main focus of the department's public health efforts. The sanitation staff is involved in sewage disposal, food protection, water pollution, and pressing environmental issues on a daily basis. The department remains an active participant in hazardous materials management and planning, and is becoming increasingly involved in occupational health issues.

DISEASE PREVENTION

The investigation of select reported communicable diseases and immunization clinics are included in this program. Our annual flu clinic for senior citizens was again successful, with over 712 people participating. This represents a doubling of the previous years attendance.

The mass immunization of dogs and cats was a new program initiated by the health department in cooperation with the CT Veterinary Medical Society Rabies Committee to insure protection of pets against rabies. 403 immunizations were given on May 4 at Fire Company #2 in South Glastonbury.

The Health Department also sponsors a Well-Child Clinic in cooperation with Dr. William Henry, a local pediatric physician. 108 Well-Child office visits were made this fiscal year.

A successful smoking cessation program was sponsored by the department for Town employees. Similar cessation materials were made available to the public.

HEALTH DEPARTMENT STATISTICS 1990 - 1991

Complaint Inspections	306
Routine Inspections	758
Sewage Disposal Permits	138
Food Service Inspections	318
Reportable Diseases	
Syphilis	13
Salmonellosis	4
Lyme Disease	18
Campylobacteriosis	6
Gonorrhea	3
Shigellosis	0
Giardiasis	7
Malaria	0
Chlamydia	18
Tuberculosis	2
AIDS	2
Hepatitis B	4
Hepatitis A	1
Hepatitis Non A Non B	7
Viral Meningitis	1
Rubella	1
Streptococcal Inf.	2

During the year, the Partnership was awarded full Development Designation by the State of Connecticut. In conjunction with this approval, the Partnership sponsored the Town's first affordable single family detached project known as Cove Point Landing.

Housing Partnership

WELLES-TURNER MEMORIAL LIBRARY

This year began with a colorful deluge of sea creatures at the library as Glastonbury children read books in record numbers for the "Summer under the Sea" reading program. A total of 2,985 books were read by the children, a 17% increase from the previous year. Over 1,200 children participated in the various summer reading enrichment activities. These included the summer reading game; workshops on sharks, whales, whaling songs, and seashells; craft activities; story hours; magic shows; and the popular annual children's flea market on the library front lawn.

As well as organizing and maintaining a well-rounded collection of books, periodicals, and other media, Welles-Turner Library offers a variety of services that provide informational and enrichment opportunities for the citizens of Glastonbury. Telephone reference service is available by calling the special reference number, 659-2734, and our inter-library loan services will obtain resources not owned by Welles-Turner. Special cultural programming was provided by the Friends of the Library's excellent "Books Sandwiched-In" series and literary bus trips. And, of course, what fun was had by literature and bargain lovers at the semi-annual Friends used book sales. The library also offered an adult book discussion series,

"Contemporary American Short Stories" made possible by a grant from the Connecticut Humanities Council. It is hoped that more book discussion series can be offered in the future.

Welles-Turner Library tailors its services and collections to the needs and interests of both children and adults in the community. In response to strong public demand for additional weekend hours, the library added Sunday hours for the first time and Saturday hours throughout the summer.

Work on the goal of library expansion also continued. The library was granted an Inland Wetlands Permit by the Glastonbury Conservation Commission for expanded parking. A citizens committee working with the project architects came up with a building plan that successfully complemented the existing library's architectural style and met library space needs. The Town was also awarded a \$350,000 library construction grant by the Connecticut State Library. A June 5 referendum on the proposed expansion, however, was defeated by town voters. Despite this disappointment, the library is committed to maintaining high standards of public service with the resources available.

Welles-Turner Memorial Library offers a variety of services that provide informational and enrichment opportunities for the citizens of Glastonbury. In addition to maintaining a well-



Janet Gourley, Children's Librarian reads a story in the new story hour area for "Bedtime Story Hour" participants.

rounded collection of books, periodicals, and other media at the library, Welles-Turner reaches out beyond its walls to provide needed information for its patrons. Participation in various library networks allows Glastonbury citizens to borrow materials or get facts from other libraries in the region and throughout the country. The new "reQuest" computer work station provides a holdings listing of many Connecticut libraries and can be used by patrons searching for particular items or subjects.

Asbestos removal and resulting building renovation was a major accomplishment this past year. Glastonbury citizens and businesses provided temporary homes for the library collection in the successful "Adopt-A-Book" program. Every book came back - Thank you, Glastonbury! During the four months of asbestos related construction, the library operated a temporary reference and periodical facility at 2450 Main Street across from Welles-Turner.

The reopening in May was a happy occasion as everyone got to see the newly painted, carpeted, and rearranged facility. Special highlights were the greatly improved lighting, made possible by an energy grant from Northeast Utilities, and a delightful children's story hour area, a gift of architects Arbonies, King and Associates of Stony Creek, CT and the Friends of Welles-Turner Memorial Library. In addition, a generous gift from Mr. Paul Cowan of Glastonbury allowed the library to replace older, damaged book shelving and to purchase some additional new shelving. Many other groups and individuals also contributed to the library's improved appearance and operations. Although additional space was not gained, the project's improvements provide a safer and more conducive environment for library users.

Next year will also see improvements in the library collection as staff evaluate older works for possible deletion and replace them with newer titles. Other library plans for 1991-92 include repairing the front face of the library building and increasing the load capacity of the attic for storage.

WELLES-TURNER MEMORIAL LIBRARY BOARD

The board, comprised of six appointed members, has continued to pursue the main goals of providing materials and services to the community in an attractive facility.

A grand reopening was held in May after a temporary closure of the site due to asbestos removal. In conjunction with the asbestos project, improvements were made in lighting, operations, the reference room, and facilities



Inspecting the new story hour area: Richard King, Glenn Arbonies, Sandra Vlok, (all of Arbonies, King and Assoc.), Roberta Depp (Library Director) and Sandy MacGregor (V.P. Friends of the Library).

in the children's department. Both citizens and staff were pleased with the new look of our library.

Service demands are expanding in all areas. Circulation has grown. Sunday hours continue to be popular. Reference services are used more frequently. Children's story hours and the summer reading program continue their popularity.

The support of many faithful volunteers and the generous gifts from community members augment the services and help make the facility more attractive. A very active Friend's group continues to work for the betterment of the library.

EAST GLASTONBURY PUBLIC LIBRARY

The library building is the original District #17 schoolhouse built in 1889. The library is operated by the East Glastonbury Public Library Association, Inc. entirely with volunteers. The Association charter is to operate and maintain a library for the public generally and to advance and encourage the use of books and literary pursuits. The library is open 21 hours a week: Mondays 1:00 to 4:00 p.m., and 7:00 to 9:00 p.m.; Tuesdays 9:00 a.m. to 4:00 p.m.; and Thursdays 9:00 a.m. to 4:00 p.m. and 7:00 to 9:00 p.m.

The adult collection contains most of the best sellers, an extensive Biography and Mystery section, as well as a large selection of cook-books and other nonfiction. The library is part of the State Interlibrary Loan operation, allowing books to be drawn from libraries statewide in case there is something needed which is not in the library's collection.

The schedule for Welles-Turner Memorial Library is as follows:

LABOR DAY-MEMORIAL DAY

Monday
9:00 AM - 9:00 PM

Tuesday
9:00 AM - 9:00 PM

Wednesday
12:00 PM - 9:00 PM

Thursday
9:00 AM - 9:00 PM

Friday
9:00 AM - 6:00 PM

Saturday
9:00 AM - 5:00 PM

Sunday
1:00 PM - 5:00 PM

SUMMER HOURS

Weekdays
Same as above

Saturday
9:00 AM - 1:00 PM

Sunday
CLOSED

Most activities center around children: weekly preschool story hour and kiddie crafts; monthly Friday night free children's movies; summer reading program for children of all ages is geared to reading for fun and winds up with a party just before school begins.

Also, there is an adult book study group that meets Monday afternoons at 3:00 p.m. which is led by the Reverend Chester Wetzel.

The Friends group raises money for the library and holds pot luck luncheons during the year. Also, a yearly fund drive provides the significant monies for operation and maintenance.

This year Town, State and philanthropic grants allowed a major rehabilitation program to be completed that corrected fire and safety code violations, and improvements for more efficient building operation, thermally and electrically. A new roof is planned for the coming year.

SOUTH GLASTONBURY PUBLIC LIBRARY ASSOCIATION

The library, incorporated in 1927, as an all volunteer organization primarily for the South Glastonbury area, served a larger population when Welles-Turner was closed for renovations in the spring of 1991. Increased patronage was evidenced by circulation figures which jumped by almost 500 in April alone.

A dedicated group of approximately 30 volunteers staffs the library Sunday afternoons and Monday, Wednesday and Thursday afternoons and evenings. Pre-schoolers enjoy arts and crafts and story hour on Tuesday mornings. Programs for the public have included a lecture series on perennial gardening, a meet the author gathering and the annual potluck picnic. The library continued to co-sponsor, with Welles-Turner and East Glastonbury, a free program for school age children during April school vacation.

Additions of adult fiction and non-fiction, large print and juvenile fiction comprised the majority of book purchases. Grants from the Service Club and the Aetna enabled the library to replace carpeting and purchase a new bookcase for the rapidly expanding large print book collection.

The library lost a valued friend with the passing of Betty Taylor. For over 40 years Betty had served in many capacities, including two stints as volunteer chairman, a position she held at the time of her death.

PARKS AND RECREATION DEPARTMENT

Providing recreational opportunities for Glastonbury residents is one of the basic responsibilities of the Town's government in general and the Recreation Commission and Parks & Recreation Department in particular. Town Sponsored recreation activities and public open space, parks, and recreation facilities work together to meet the diverse recreational needs of the community and its members. Recreational services continue to be among the most popular and utilized services provided for Glastonbury residents; contributing to the quality of community life.

ADMINISTRATION

All the resources available to the Department are organized to provide the most comprehensive program possible. The administration, maintenance, personnel, facilities, budget, and planning efforts work together to support the program which is directed at the provision of recreation opportunities for all Glastonbury residents.

In addition to its day-to-day management responsibilities, the Department began the process of re-examining its long range goals, and is working towards the formal approval of a document entitled *Plan of Development for Parks and Recreation: 1990-2000*. The plan will serve as a guide to the systematic development of new and existing facilities and programs and help to assure the appropriate, efficient and effective delivery of services.

In July, the Town was awarded a grant by the Department of Environmental Protection that would reimburse up to \$400,000 of expenses incurred developing a new outdoor swimming pool. In December, voters were asked at public referendum to authorize the Town to appropriate \$1,000,000 to be used for the project. The project was defeated along with several other spending proposals placed on the December 6 ballot.

Department program revenues increased by 13.5% from \$227,634 to \$258,392, as a result of increased participation and several modest fee increases.

PARKS

In addition to its most visible responsibilities associated with the care and maintenance of parks and recreation facilities, the Parks and Recreation Department continued its maintenance of school grounds, areas outside of all other municipal buildings, street trees, public open space areas, and Town cemeteries.

Routine maintenance tasks include: snow plowing school and municipal parking lots; snow and ice removal on six miles of side-walks; grooming and preparing up to fifty athletic fields; trimming and weeding planting beds; watering all newly planted trees, shrubs, and flowers; pruning ornamental trees; mowing in excess of 200 acres of turf weekly, April-October; spreading tons of fertilizer and lime; painting bleachers, park benches, picnic tables, and outbuildings; checking and maintaining four ponds for public ice skating; maintaining two outdoor swimming areas; repairing or otherwise caring for playground equipment on school grounds and in Town parks; maintaining 16 automatic irrigation systems; fall leaf pickup; and other tasks too numerous to list.

In addition to the routine maintenance tasks, several park improvements were completed this year. They include:

Arbor Day Tree Planting

With funding provided by a grant from Waldbaum's Food Mart and the Glastonbury Garden Club, a dozen new shade trees were planted in Addison Park. The Town-sponsored preschool program participated in the planting, and each child received a seedling to take home for planting.

High School Bench Installation

With funding provided by the Class of 1989, several new benches were installed in the student lounge area adjacent to the auditorium.

Landscaping

After the completion of the asbestos removal project at the Welles-Turner Library, Town staff re-landscaped the western side of the building adjacent to the rear parking area in time for the grand reopening. In conjunction with the parking lot expansion, additional landscaping was also completed at the Youth & Family Resource Center on Hubbard Street.



Preschoolers help plant a tree in Addison Park as part of the Town's Arbor Day celebration while members of the Glastonbury Garden Club and Parks and Recreation Department staff look on.

Center Green Flagpole

As a result of a community-wide effort coordinated by volunteers Frank Cavanaugh and Gerry Fortin, a lighted fiberglass flagpole and plaque were installed at the Center Green in honor and recognition of all those who served in the Persian Gulf conflict. Funding for the improvements was provided by Glastonbury's school children.

Naubuc School Playground

With funding provided by the PTO and the Timothy Romanski Memorial Fund, a fire truck climber and replacement sand were purchased and installed in the kindergarten play area.

J.B. Williams Park - Red Pine Removal

After discovering that the red pine trees in Williams Park were infested with the red pine scale (*Matsucoccus Resinosae*), the Parks and Recreation Department, with assistance from Natural Resource Consultants, evaluated several alternative methods of treating the problem.

The park maintenance division continues to provide support to the activities of youth sports groups and community service organizations.

Parks and Recreation

It was determined that a timber harvest was required. With over 1500 dead and dying trees concentrated in three forest stands, the primary consideration was to eliminate the public safety risks that they posed. Equally as important was the environmental impact of the harvest on the park as well as its cost.

The work included the removal of approximately 1500 red pine trees and 20 suppressed white pines. The oak trees located adjacent to the children's playground also received a dead wood pruning. The park was closed on January 18 and reopened to the public on February 25.

Almost all of the trees were turned into usable wood products either as telephone poles, lumber, or wood chips which were used as fuel to generate electricity.

The timeliness of the harvest, as well as the contractor's ability to locate a market for the wood products, worked to minimize the cost to the Town, which, including the services of a Consultant Forester, totalled \$19,830.

The harvest was extremely successful with virtually no damage to the residual forest, the forest floor, or the various park improvements. In fact, the health of this portion of the forest, which was overcrowded, has been enhanced by this work.

The project represents the first commercial tree harvest ever completed by the Town.

Capital Projects

The final design of improvements to the Town's most heavily used swimming facility, Eastbury Pond, was completed. Construction is scheduled to begin in the fall of 1991 and be completed prior to the 1992 swimming season. Planned improvements include the construction of a new bathhouse, reconstructed parking area, expansion of the beach, installation of a low level water outlet, landscaping, fencing and signage. A grant from the Department of Environmental Protection will offset 40% of the total project cost with a maximum reimbursement of \$173,000 to the Town.

Funding was requested to facilitate the development of five acres of the 26 acre Buckingham Park located behind Fire Company No. 4. Phased over two years, planned improvements include the construction of two soccer fields (one to be overlaid with softball), an entrance drive, parking area, picnic area, landscaping, and signage. Construction is expected to begin in the fall of 1991 and be completed in the fall of 1992. Again, the Department of Environmental Protection grant will reimburse the Town for 40% of the total project cost.

The Glastonbury Little League received approval to coordinate improvements to the baseball field located behind the Police Station. Several fundraisers were held. Planned improvements include sports lighting, dugouts, a concession stand, regrading the field, a warning track, fencing, an automatic irrigation system, and landscaping. Construction is expected to begin in July '91 with completion in early '92.

The park maintenance division continues to provide support to the activities of youth sports groups and community service organizations. Hartwell Soccer, Midget Football, Little League, Glastonbury Lacrosse, Chamber of Commerce, Art Guild, Historical Society, and school PTO's have all been supported by the Parks and Recreation Department. In all cases, the cooperative effort has yielded positive results for the community.

It is largely due to the efforts of many people that the program is successful. Those people include program participants, park users, Recreation Commission members, community service group leaders, volunteers, corporate sponsors, part-time and seasonal staff, Town Council members and town staff. Special thanks are given to the Hartwell Sports Club for their donation of two sets of aluminum soccer goals and to the Gymnastics Club Parents Organization for their generous donation of new rails for the uneven bars, a spotting belt, and landing mat.

Worthy of special mention is Franklin J. Davis, Park Superintendent, whose dedication to Glastonbury youth was recognized with his receipt of the 1991 F.O.G.Y. of the Year Award. The award recognizes Mr. Davis' role in providing and supervising community service projects for youth over many years.

RECREATION

The 1990-91 Participation Report is a comprehensive list of Department program offerings and participation statistics. It indicates the diverse nature of the overall recreation program and provides a good idea of who and how residents are participating in Town sponsored programs and using the facilities that are provided.

In response to increased demand, the summer tennis program was expanded. Participation in adult lessons increased over the previous year by 32 from 110 to 142; a 29% increase. Participation in children's lessons grew by 50% from 114 to 171.

Participation in the Santa's Run Road Race, co-sponsored with Quality Name Plate, Inc., set a new all-time high with 1610 runners. The festive nature of the event with its ever-popular costume division continues to make it one of the largest road races in the State; one that has a special appeal for family groups.

Continued emphasis was placed on programming for teens. Six movies were shown on Tuesday evenings outdoors at the high school to form the Teen Summer Movie Series. The popular summer teen day trip program and school vacation ski trips were expanded. A summer volleyball camp for those in grades 7-12 was also offered. Special thanks to the Friends of Glastonbury Youth (F.O.G.Y.) for its grant which made the movie series possible.

Participation also increased in two of the Department's lesser known programs: the cord wood program and community gardens. A total of 109 residents purchased 1/4 cord seasoned wood, cut and split; which is salvaged whenever town staff complete tree work on Town property or along town roads. The number of residents leasing garden plots increased from 63 to 73. The plots, which are located behind the Police Station off Canione Road, yield a bountiful harvest for those who would not otherwise have a place to garden.

The summer concert series, co-sponsored with the Chamber of Commerce, continues to bring regionally and nationally recognized musical talent to Glastonbury. Held on Wednesday evenings outdoors at the Hubbard Green, the series featured Tom Chapin, The Drifters, and The Shirelles. Special thanks to the sponsors: Pratt & Whitney, CBT, Gateway Corporate Park, Connecticut National Bank, Pequot Spring Water Company, The Glastonbury Exchange Club, J.T. Slocomb Company, The Hartford Courant, and Mainstream and May.

The Department hosted several large competitive sports events and tournaments. The Glastonbury Invitational Lacrosse Tournament was held in July under the sponsorship of the Glastonbury Lacrosse Club. The Eastern District Class B Regional A.S.A. Men's Slow Pitch Softball Tournament was played at Addison Park and Academy Field. The UConn Men's Varsity Soccer team conducted a youth clinic and intra-squad scrimmage at Addison Park in August. Special recognition is due to Monaco Ford and Hartwell Soccer for their support.

Children enrolled in the preschool "Puffin-Muffin Club," sponsored by the Parks and Recreation Department, got together with Senior Citizens from Naubuc Green for a January "Snowman Festival."

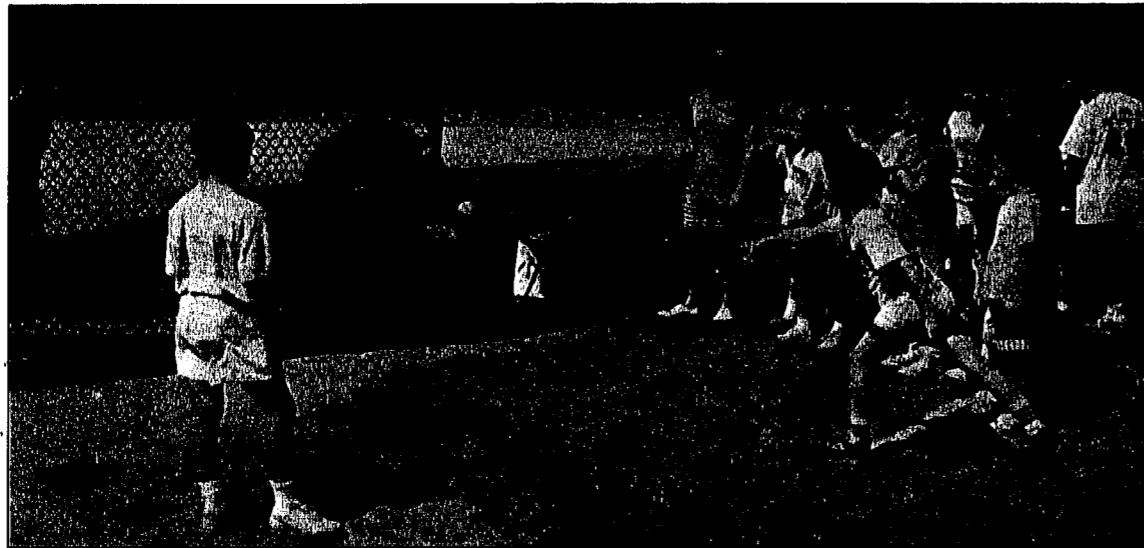
Parks and Recreation



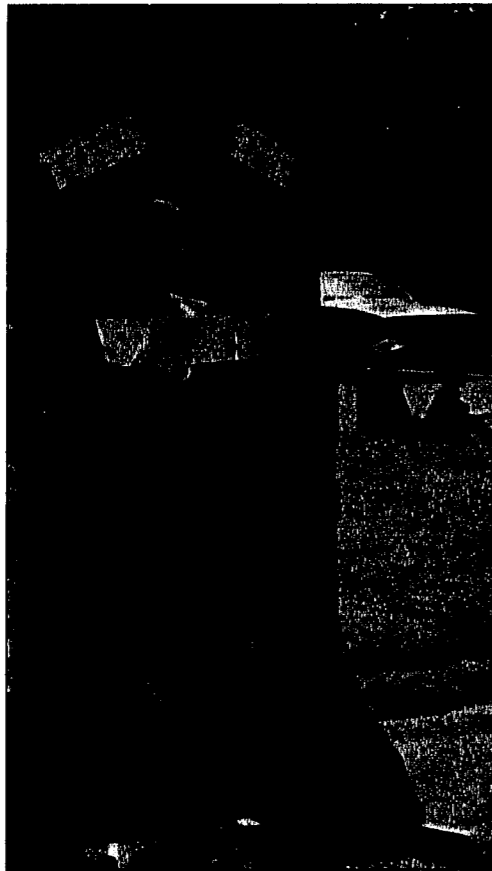
Tina Richman, preschool teacher, works with children and seniors to make Ivory Snowmen.

Children enrolled in the Summer Playground Program enjoyed a Playground Carnival. Nearly 300 children participated from Buttonball, Eastbury, Gideon Welles, Hebron Ave., Hopewell, and Naubuc schools.

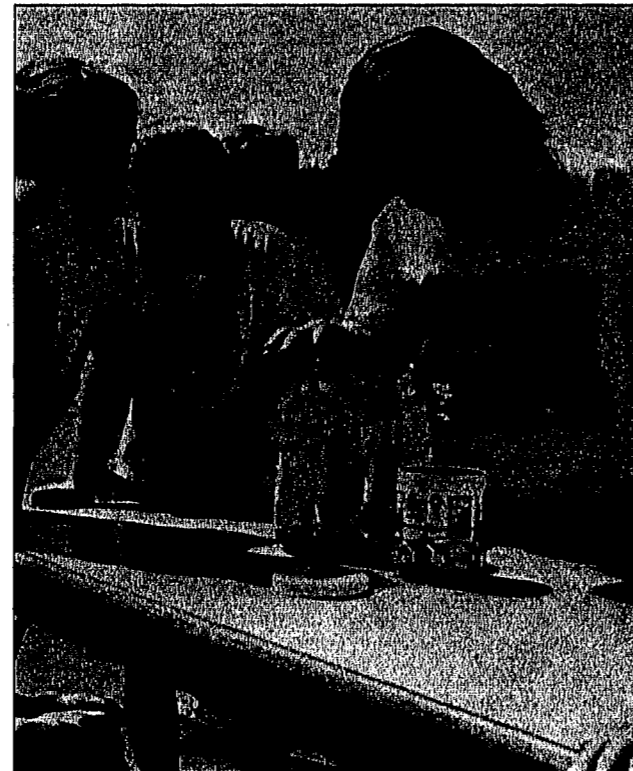
Parks and Recreation



Bobby Gudauskas of Buttonball Playground takes his best shot at "Balloon Darts."



Staff member Amy Thompson prepares for a wet sponge in the face at the "Toss the Sponge" booth.



Katie Mills of Eastbury Playground tries her luck at the "Penny Pitch."

PARTICIPATION REPORT 1990-1991

Year Round Activities	Ages Served	Yearly			
Aerobics	All Ages	347	Playgrounds	Grades K-6	954
Aqua Fitness	All Ages	90	Softball - Co-ed	18 & over	200
Bus Trips	All Ages	395	Softball - Girls	9-16	180
Bridge (Duplicate)	18 & over	914	Softball - Men	18 & over	360
Firewood Program	Adults	109	Softball - Women	18 & over	108
Gymnastics	5-17	1114	Summer Concerts	All Ages	12,000
Playschool	1-4	540	Swim Invitational	6-18	Pool Closed
Slimnastics	18 & over	179	Swim Team - Summer	7-18	44
Swim Lessons - Adults	18 & over	44	Tennis Lessons - Adult	16 & over	142
Swim Lessons - Children	6 Mo. & over	1,683	Tennis Lessons - Children	7-16	171
Weight Training	15 & over	830	Tennis - Jr. Team	5-16	26
			Tennis - Ladies Round Robin	18 & over	31
Fall/Winter/Spring Activities			Town Band	All Ages	1,200
Arts & Crafts	Grades 3-7	30	Volleyball Clinic - Youth	Grades 7-12	28
Basketball (GBA)	8-18	504	Water Carnival & Castle Building	6 mo-18 years	201
Basketball (Men)	18 & over	115	Special Events		
Children's Trip Program	Preschool - Grade 6	354	Dog Show	2-18	24
Competitive Swimming Clinic	7-15	21	Fishing Derby	4-15	150
Diving Lessons	7-18	42	Hershey Track & Field	9-14	37
Golf Lessons	18 & over	72	Holiday Performances	All Ages	750
Intro to Competitive Swimming	7-15	37	Pumpkin Decorating	6-14	37
Ice Hockey - Supervised	Grades 3-8	0	Santa's Run	All Ages	1,610
Ice Skating - Supervised	All Ages	354	Senior Citizens Picnic	55 & over	380
Jukiclo	6-up	195	Facility Usage		
Lifeguard Training	15 & over	42	Athletic Field Reservations	All Ages	1 group 347
Open Gym	All Ages	2,810	Garden Plots	All Ages	73
Open Volleyball	18 & over	934	J.B. Williams Park Pavilion	All Ages	2 groups 137
SCUBA	15 & over	35	Showmobile Usage	All Ages	13
Ski Trips	Grades 6 & up	6	Tennis Court Reservations	All Ages	153
Soccer Co-ed	18 & over	90	(1) 7,000 - 10,500 individuals (est.)		
Sr. Citizens Exercise	55 & older	135	(2) 10,000 - 13,500 visitors (est.)		
Swim Team - Spring	7-18	45	<i>*Yearly Participating figures equal the total of all of the respective program registrations, daily attendance figures, or facility reservations as applicable.</i>		
Swim Team - Winter	7-18	112	Pool Usage		
W.S.I.	17 & over	51	(Adult and Recreation Swim Hours & Daily Visitations)		
Yoga	18 & over	63	High School (Summer)		3,884
Summer Activities			High School (Fall/Winter/Spring)		8,033
Basketball - Summer Youth	Grades 7,8,9	27	Eastbury Pond		19,344
Camp Sunrise	3-21	49	Grange Pool		7,124
Fun Runs	All Ages	216	TOTALS		38,385
Mini Camp	4 & 5	190			
Music & Arts Camp	Grades 3-9	248			

RECREATION COMMISSION

The Commission, composed of six appointed members, is an advisory board to the Town Council on matters relating to recreation and parks.

Much of the Commission's time was spent dealing with issues affecting the Town's ability to meet the recreational needs of the community through the use of existing recreation facilities, as well as those planned for future development. The Commission evaluated the recreation potential of a proposed addition to the Town's open space inventory as part of the Diamond Ridge subdivision. The Commission also reviewed the MDC Recreation Area proposal and voted to support the proposal as a good blend of active and passive recreation which is consistent with the Plan of Development for Parks and Recreation.

A considerable amount of time was spent reviewing the Parks and Recreation Department's capital improvement program and operating budget. The Commission supported the submission of eight capital projects to be addressed through the mid 1990's. These proposals include: renovations to Eastbury Pond; the development of Buckingham Park; the construction of an outdoor swimming pool; the development of a boat launch/river front park; improvements to Williams Park; the development of athletic fields on land located adjacent to the high school; the development of the Balf property; and improvements to Butler Field. Commission members attended several public meetings to support the Department's capital and operating budget requests. In June, the schedule of fees and charges for recreation activities was updated and adjusted for the 1991-92 fiscal year.

In November, the voters rejected, at public referendum, a proposal to authorize the Town to borrow up to \$1 million for the purpose of constructing a new outdoor swimming pool. Shortly thereafter, the Recreation Commission and Public Buildings Commission were charged to "develop a plan to construct a pool at the Addison Park location in an amount not to exceed \$500,000 including all direct and indirect staff and equipment costs". The charge was

subsequently extended to include the Hebron Avenue School site. The Commission spent a considerable amount of time addressing the charge, taking the following action: conducting site visits; evaluating several possible alternatives for the construction of a pool at each site; and developing a "Request for Proposal" to solicit cost estimates from pool and general building contractors. A final report is expected to be complete in the fall 1991.

A subcommittee of the Commission continued to work on writing a new Plan of Development for Parks and Recreation. The Plan will guide the Town's development of facilities and programs through the 1990's and replaces the plan that has been used for the last ten years which was developed in 1980.

In addition to the Parks and Recreation Department, the Commission continued to work closely with the Youth and Family Resource Commission, Board of Education and Conservation Commission on issues related to the provision of recreation opportunities and services for residents and the preservation of open space.

SOCIAL SERVICES DEPARTMENT

The Social Services Department's major responsibility is the administration of state sponsored entitlement programs. These programs include General Assistance, Energy Assistance, Operation Fuel, Renter's Tax Relief, and Surplus commodities. In addition, local programs administered by the department include the Before School Breakfast Program, local Food and Fuel Banks, and the annual holiday programs. As a result of the downturn in the state's economy, the department experienced significant increases in participation rates as noted below:

- 75% overall caseload increase
- 225% increase in service cases
- 61% increase in General Assistance caseload

The Social Services Department continues to strive to meet the needs of local residents in the most efficient, effective, and expedient manner possible.

HUMAN RELATIONS COMMISSION

The Human Relations Commission is concerned with discrimination in the workplace, housing and education.

There are four subcommittees: Housing, Affirmative Action, Public Information and Handicapped.

The subcommittee on housing continues to pursue adequate housing for purchase, and rental units which a moderate income family can afford. All fair housing practices are supported.

Affirmative Action monitors the hiring practices of the Board of Education and Town of Glastonbury to ensure that the town is in compliance with federal guidelines.

The subcommittee on public information endeavors to make the community more aware of the purpose of the Human Relations Commission.

A complaint procedure is available for anyone who believes he or she has been discriminated against in the community on any issue.

SENIOR SERVICES DEPARTMENT

The Senior Services Department provides supportive multi-services to Glastonbury citizens over the age of sixty. Services of the department include Dial-A-Ride transportation for the elderly and handicapped residents, a hot lunch program Monday through Friday, and a variety of social, educational, health-promotional and recreational activities. Most activities are offered at the Senior Center, located at 17 Hebron Avenue, in the historic Gideon Welles House. Other activities, including the daily congregational luncheons, are held at some of the local churches, due to space limitations at the Senior Center.

During 1990, the Senior Services Department was designated a community focal point on aging services by the North-Central Area Agency On Aging, and was awarded a certificate. The Senior Services department qualified for the designation by demonstrating that multi-services were provided to seniors on a consistent basis.

Over the past year, the Senior Services Department has served many more seniors, as compared with previous years. Glastonbury has over 3,000 citizens over the age of sixty, or 13%

A subcommittee of the Commission continued to work on writing a new Plan of Development for Parks and Recreation. The Plan will guide the Town's development of facilities and programs through the 1990's and replaces the plan that has been used for the last ten years which was developed in 1980.

Parks and Recreation



Longevity Club Recreational Therapy Program - International Holiday Party.



Magician, Mike Michaels entertains Grandparents and Childrens Day summer picnic.

of the total town population are considered to be seniors. The senior Center has a daily attendance of fifty to seventy-five seniors, taking part in their many activities. During the 1990-1991 year, some new activities were added to the Senior Center program, including Tai Chi, Lapidary (jewelry-making), a discussion group on the U.S. Constitution, and a series of Memory-Improvement workshops, as well as some new crafts classes. Traditional senior activities were offered as well, including Line-Dancing, Bowling, card games, pottery, wood-carving, and special exercise classes. A new chair-dance class, called "Happy Feet" was offered for frail elderly who enjoy dancing. Special luncheons were held, which included a Thanksgiving and Holiday dinner, the Annual Volunteer Recognition Luncheon and an inter-generational "Grandkids" picnic on the grounds of the Senior Center, complete with a magician.

The Department has had great success with a new recreational therapy program, called the "Longevity Club", offered twice weekly at the

Dedication of the new Dial-A-Ride van placed in service in 1991.



The commission continues to work together with the Senior Services Department and Municipal Agent for the Elderly, to provide and promote popular multi-service programs and activities for Glastonbury's elderly citizens.

The Commission on Aging

Senior Center. The program is facilitated by a certified Recreational Therapist. This innovative program offers special adaptive games, crafts, exercise and a hot luncheon. The program was designed for the physically frail or memory-impaired senior. Participants of this program would otherwise be unable to take part in the more active activities of the Senior Center. The program provides respite time for the caregivers of the participants, as well.

Educational speaker presentations on topics of special interest to seniors were provided, and included Medicare and Medigap issues, Fire Prevention For The Older Adult, and a five-part series called "Managing Final Details". This series covered the legal, physical, financial and spiritual aspects of dying.

During the summer months, the department offered a series of day trip excursions especially for seniors, aboard the nineteen passenger Dial-A-Ride bus. Trips were taken to Capriland's Herb Farm, the Bushnell for a backstage tour, Essex Steam Train and Riverboat ride, The Conri Lodge in Ashford and a riverboat ride aboard the "Aunt Polly", out of Middletown. Five summer cookouts were held on the lawn of the Senior Center. Between 75 and 85 seniors attended each cookout and enjoyed hot dogs, hamburgers, fresh salad, cold drinks and ice cream. Seniors pitched in to help set up, cook and serve their friends.

Regular health promotional screenings are important services of the Senior Center. During the year, Diabetes, Cholesterol, Podiatry and Mammography screening were held. Blood pressure screenings were provided on a monthly basis by the Glastonbury Visiting Nurse Association. A smoking cessation clinic was also provided by the Glastonbury VNA Health

promotional speakers brought such topics as Arthritis Management, Hearing Loss, Eye Problems and Skin Care, to seniors' attention at the Senior Luncheon programs.

Other ongoing services provided to seniors by the Senior Services Department included Photo Identification cards, Federal Surplus Food Distribution, a monthly, direct-mailed newsletter for seniors, "The Sharing Tree", Annual Federal Income Tax filing Assistance and Conn-Pace and Conn-Map application workshops. During 1991, two senior volunteers were trained by AARP, to assist other seniors with Medicare and Medigap insurance issues, under the MMAP or Medicare Medigap Assistance Program. The Department also provided outreach to homebound elderly residents through individual home visits by the Caseworker. The Caseworker assisted elderly with applications for financial assistance, home care coordination, housing applications, and short-term counseling, as well as referrals to other agencies for assistance as needed.

The Dial-A-Ride transportation program continued to grow, serving over 260 different seniors and handicapped individuals, transporting them to physicians, grocery shopping, drug-stores, Senior Center and other activities. The Department acquired a new twelve-passenger wheelchair-lift equipped vehicle, through funding from the Greater Hartford Transit District. The District provided 80% of the total cost of the van, with the Town funding the balance or 20%.

The Senior Services Department continues to be dedicated to developing new opportunities for keeping senior citizens independent and maintaining a high level for enhanced quality of living.

THE COMMISSION ON AGING

The Commission On Aging, comprised of seven members appointed by the Town Council, worked to further enhance the quality of the lives of the town's older citizens. The commission has been successful in unifying and coordinating the efforts of local senior organizations including the Gideon Welles Association and the two local chapters of AARP. Members from all three senior organizations attended commission meetings over the past year and served as liaisons to the commission on aging. Due to the improved communication between the different groups, the senior citizens of Glastonbury were better served.

The commission's major effort continued to be devoted to evaluation and research concerning the on-going need for a new Senior Center facility. The present facility is located at 17 Hebron Avenue, in the historic Gideon Welles House. The building is not entirely handicapped accessible, and does not have adequate space for the many activities sponsored by the Senior Services Department. The commission will continue its efforts and interest in a plan for the successful development of a more adequate facility over the coming year.

The commission assisted the Senior Services Department in the implementation of new programs and services for seniors in town. Many of the commission members individually served in volunteer capacities, to assist the Senior Services department staff.

The commission helped to evaluate existing Senior Services programs and services, and in addition, served as a sounding-board for the problems and issues of individual elderly residents.

The Commission on Aging assisted in the development and implementation of admission policies and procedures for the recently built, Herbert T. Clark Congregate Housing complex. Some commission members are seniors themselves, and offered a crucial perspective for the successful planning for the new complex.

The commission continues to work together with the Senior Services Department and Municipal Agent for the Elderly, to provide and promote popular multi-service programs and activities for Glastonbury's elderly citizens.

HOUSING AUTHORITY OF THE TOWN OF GLASTONBURY

ORGANIZATION

The Housing Authority of the Town of Glastonbury is comprised of five Commissioners, appointed by the Town Council and the Executive Director of the Authority serving in the non-voting position of Secretary. The Commissioners serve for a period of five years, unless they serve out an unexpired term. The current Commissioners of the Housing Authority are:

James F. Noonan, *Chairman* (3-31-95)
Zelda Lessne *Vice Chairwoman* (3-31-96)
Craig A. Fontaine, *Treasurer* (3-31-93)
Helen Behrens, *Asst. Treasurer* (3-31-92)
Cheryl Deschene, *Asst. Treasurer* (3-31-94)
William D. Willett, *Secretary*

The Commissioners are the policy-making Board of the Authority and serve with no compensation, while the Executive Director is the administrator of the Board policies.

The Housing Authority currently administers a total of 439 assisted dwelling units within the Town of Glastonbury. Specifically, there are 2 different federally subsidized programs, 5 different Connecticut Department of Housing subsidized programs and 3 municipal programs.

FEDERAL PROJECTS & PROGRAMS

The federal projects subsidized by the Department of Housing & Urban Development are:

Welles Village - 199 Family Units

Section 8 Existing - 33 Private Units

The Annual Operating Budget for the Welles Village Housing Project is approximately \$530,819. The Housing Authority also operates a Federal Section 8 with 33 units.

The Housing Authority continues to accept applications for both the Welles Village Housing Project and Section 8 Certificates and maintains waiting lists for both programs.

The Housing Authority has applied for and been granted additional Section 8 Certificates but, to date, these Certificates have not been issued by H.U.D. With the addition of these additional Certificates, the Housing Authority will assist eligible low-income families, now on the waiting list, to live in privately-owned rental housing in the Town of Glastonbury. The Annual Operating Budget for this housing assistance program is \$99,644, which is paid directly to town rental property owners and landlords.

STATE PROJECTS AND PROGRAMS

The Housing Authority owns and operates 5 Department of Housing subsidized family and elderly projects in 4 locations in the Town of Glastonbury as follows:

Village Green – 50 Elderly Units

Center Village – 50 Elderly Units

Knox Lane Annex – 40 Elderly Units

Hale Farms – 3 Family Condo Units

Herbert T. Clark House –
45 Elderly Congregate Units

On May 1, 1991, the Housing Authority officially opened The Herbert T. Clark House at 45 Canione Road, a 45 unit congregate housing facility for frail elderly persons, which is subsidized by the Department of Housing. The current tenant occupancy rate is ahead of the projected fifth month rate of occupancy. It is anticipated the high occupancy rate will contin-



Residents of the Herbert T. Clark congregate housing facility enjoy a pot luck supper shortly after the facility opened in May 1991.

ue ahead of schedule and the project will be fully occupied within the first year. The Annual Operating Budget is approximately \$25,614.

The 4 other projects are self-sustaining and continue to be fully occupied. The Housing Authority maintains an extensive waiting list of applicants for all elderly projects.

MUNICIPAL PROJECTS & PROGRAMS

The Housing Authority continues to operate 3 programs as follows:

Still Hill Rest Home – 10 Units

Moderate Condo Program – 21 Condo Units

The Still Hill Rest Home is occupied by 7 permanent residents, with the remaining 3 rooms rented on a month-to-month basis to clients recommended by the Social Services Department. This home assists town citizens and is a necessary portion of the housing program within the town. The Annual Operating Budget is approximately \$42,950.

The Moderate-Priced Housing Program was expanded by the Town Council with the approval of 2 Planned Area Developments (P.A.D.), namely Cove Point Landing, P.A.D. and Roaring Brook Common, P.A.D.

The Housing Authority has processed approximately 8 applications for these projects and receives numerous telephone requests for information and direction in the Glastonbury Moderate-Priced Housing Program.

YOUTH AND FAMILY RESOURCES

The Glastonbury Youth and Family Resource Center provides services and assistance to Glastonbury families with children twenty-one years and younger.

The Glastonbury Youth & Family Resource Commission, under the chairperson of Stephen Jacoby, advises the Town Council and the Youth & Family Resource Center on youth and family issues. This fall of 1991, the Youth & Family Resource Center Commission had four speakers from the State of Connecticut to speak about Juvenile Justice issues and how it applies to Glastonbury.

This year, the Youth & Family Resource Center has acquired a new Y&FRC Annex Building at 295 Hubbard Street, to be remodeled into three clinical offices and one group-family therapy room. This will minimize the overcrowding that is now occurring at the 321 Hubbard Street main office.

This year, Creative Experiences produced the Summer Musical "Guys & Dolls." The Fall Show was "Pippin" and the Spring Show was "Charlotte's Web," which toured area elementary schools, senior centers and convalescent homes. The Creative Experiences Program also presented the Fifteenth Annual Haunted House at Academy School. The Youth Services Action Group contributed hundreds of hours to worthwhile community projects.

Another program sponsored by Creative Experiences, PASS IT ON, a student-run cable television program, featured community information, local performers, and educational interviews. This program has been on the air for over nine years on Channel 33 two times weekly – Friday at 8:00 P.M. and Saturday at 9:00 A.M.

Outreach Services provides a link between the youth of the town and area services; outreach programs includes: Peer Education, Support and Recovery for drug involved and dependent youth; brief counseling; summer youth programming (WACY); prevention programs; Red Ribbon Week activities; Gideon Welles Outreach and Youth Activities Council which



PEER educators passing out ribbons for National Red Ribbon Week. Left to right: Christin Dirmock, Kara Bergstrom, Kate Bartron and Connie Lynch.

provides drug free programs for junior high school students; Glastonbury High School Outreach to link students with appropriate resources and community support programs.

During 1990-91, Outreach Services completed a number of programs:

Peer Education

Twenty-five peer educators participated in the program for the 1990-91 school year. Programs included a Wellness Day Fair for twelve-hundred students at the Glastonbury High School; Red Ribbon Week 8,000 ribbons were distributed; Gideon Welles Eighth Grade Orientation to Glastonbury High School; Party of new students to the Glastonbury School System; Volunteers for various community organizations and activities.

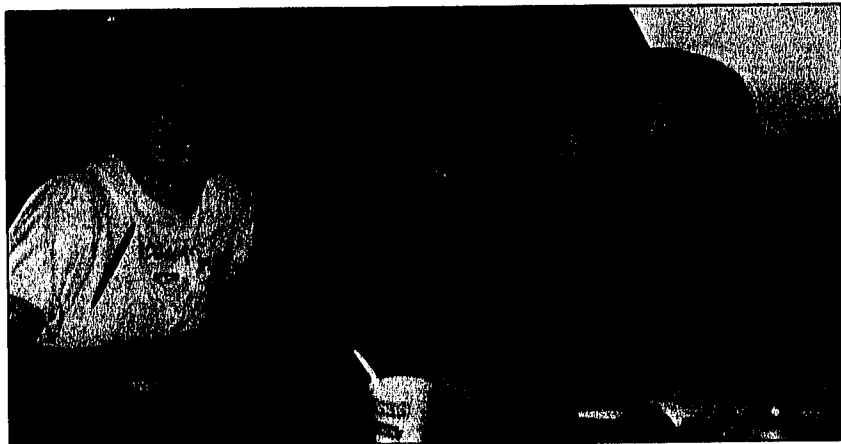
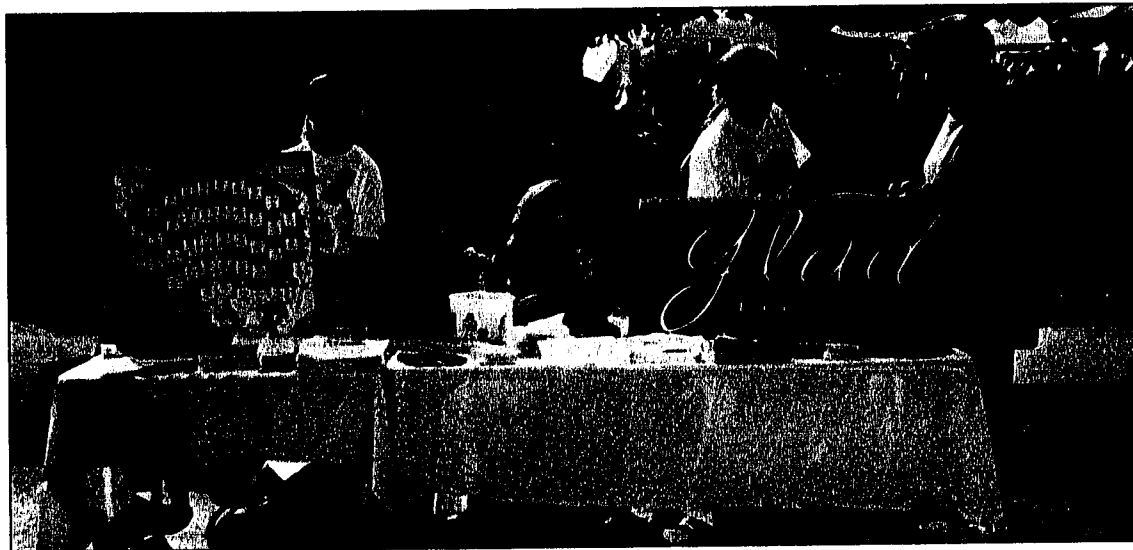
Youth Activities Council

Two school dances serving over 250 students each; twenty students participated in bi-monthly planning meeting and community service projects.

Support/Recovery Group

Ten students participated in this support group for adolescents recovering from drug dependency.

PEER educators and friends at the GLAD booth at '91 Apple Fest. Red ribbons for Red Ribbon Week were offered free to all.



Ann Cifone and Phil Mulsener take a break at the Wellness Fair.

Summer Program 1990

Welles Village Activities Council for Youth; seventy youth ages five to eighteen participated in the program in the summer of 1990 (August), eighty students participated in the program in the summer of 1991 (June - August), youth leadership, skills building and educational programming were provided.

Outreach

The Outreach Social Worker provided numerous hours of support, referral and brief counseling in the 1990-91 fiscal year to the high school, junior high school and families from Glastonbury.

Outreach Services looks forward to providing familiar and new programs in the coming 1991-92 year. These include:

Peer Education

Forty students, Wellness Fair, Red Ribbon Week ribbon distribution and prevention program for all high school students. Gideon Welles outreach and orientation, volunteer activities and program evaluation.

Stress Management Group

For high school students, co-lead with the Guidance Department.

W.A.C.Y. Program

Leadership skills building throughout the year, summer programming for eighty students ages five - eighteen, leader program for fourteen - eighteen year old students through the year.

Y.A.C

Two successful dances, volunteer activities and leadership skills building.

Clinical Services

The Youth & Family Resource Center offers counseling services to families with children who reside in Glastonbury or attend Glastonbury public schools. This service includes consultation to school staff, as needed. Clinical Services provides a full range of individual, couples, family, and group counseling. One hundred eighty-three (183) Glastonbury families received these services during the 1990-1991 fiscal year.

Support and educational groups are another way for Glastonbury residents to utilize Clinical Services. A highlight this year was the formation of a Cultural Group for Hispanic Mothers of Students at Naubuc School.

The focus of this group is to discuss issues related to the Latin American culture, the language differences and difficulties, as well as other social and environmental issues. Spanish is spoken during the group sessions. Along with appearing on PASS IT ON, Glastonbury's own cable television program, the group presented a program on the Dominican Republic and Columbia to Naubuc students. Included in the presentation were traditional folk dancing and native foods.

Clinical Services facilitated six other groups during the year:

- Social Skills Group at Hebron Avenue School
- Parents' Component to Introduction to Adolescent Development
- Chemical Awareness Group at GHS
- Summer Sobriety Support Group For Adolescents
- Friendship Group at Academy
- Coping Skills for Children in Single Parent Homes

Requests for Clinical Staff to make presentations to students, parents, teachers, and other professional groups highlight the educational and preventive aspects of Youth and Family Resource Center. Presentations during 1990-91 included the following:

- The Hispanic Family: Acculturation and Assimilation
- Unsafe at Home: Identifying and Responding to Childhood Abuse
- I.B.E.T.E.T. Problem solving Skill Development
- Coping Skills for Parents in Single Family Homes

FINE ARTS COMMISSION

The 14th Annual Dixieland Jazz Concert and winter picnic, featuring Boston's Heritage Jazz Band was held in March. 158 people attended.

The Hartford Pops Band concert was held on the Hubbard Green.

Research into commissioning artwork commemorating Glastonbury's Tercentenary.

Future projects: Establishing linkage with the University of Connecticut Fine Arts Outreach Program of providing concerts, theaterworks, dance and lectures on all facets of Fine Arts.

UPCOMING EVENTS

Sponsored by the Fine Arts Commission:

Short Story Contest

Scheduled for late May 1992, the contest will be open to Glastonbury residents who are 18 years of age and older and out of high school. Stories must be original, unpublished and limited to 2,000 to 3,000 words.

Hartford Pops Band Concert

Planned for late July 1992 and co-sponsored by the Fine Arts Commission and Performance Trust Fund, the concert will be held at the Hubbard Street Green. This is an annual event that draws up to 1,000 listeners.

Information will be available from the Fine Arts Commission in spring 1992.



Purchased in February 1991, the Youth Services Annex is located adjacent to the Youth Services facility at 295 Hubbard Street. The facility will be open in summer 1992.

With the start of a new decade, it is always interesting to look back and revisit the changes. As the activities of each Public Works Division are reviewed, the activities for fiscal year 1990/1991 and the changes in the last decade will be noted.

PUBLIC WORKS

During this fiscal year, Public Works began to experience the slowdown from the economic slump affecting the Northeast Region. This was evidenced in the smaller increase in the Public Works Operating Budget. The Public Works share of the total Town budget has steadily decreased since 1982. At the same time, the growth of the Public Works budget was the smallest in 1991.

Over the last ten years, the number of full time employees in Public Works has increased from 83 to 97. The Engineering Division added four employees and the Building Division increased from 4 to 14.

The increase in the Engineering Division occurred during the rapid growth of the Town's infrastructure due to subdivisions. Additional personnel was added to review plans and inspect the construction. The major change in Building Maintenance was in the switch of the custodial service being provided by Board of Education personnel to Public Works service. While the Building Maintenance Division and Engineering Division increased employees, the Water Pollution Division managed a decrease of four full time employees.

ENGINEERING DIVISION

The function and responsibilities of the Engineering Division are to provide municipal engineering services to Public Works, and the various Boards and Commissions of the Town. As part of the services, they are responsible for reviewing all projects pertaining to improvements or additions to the municipal infrastructure. These reviews result in recommendations of action to the Town Boards and Commissions. Another integral part of the process is the inspection to ensure compliance with the approved plans, specifications, and Board/Commission actions. This Division designs new or modifications to all Public Works infrastructure. A new activity in this fiscal year is the inspection of municipally owned buildings undergoing modifications, additions, or new construction. The Division provides staff support to the Water Pollution Control Authority.

During the last ten years, 1,977 building lots were created from subdivisions approved. The construction cost of projects increased 18 percent as measured by the Engineering News Record. A new program of Call-Before-You-Dig was instituted by the State of Connecticut which resulted in the Engineering Division processing 991 notices in 1990/91 which required file research, field markout, and inspection.

During this fiscal year, the amount of bond monies held for subdivision and PAD construction decreased from \$5,484,551 to \$3,996,511, reflecting the slowdown in construction work. Division activities included these projects:

Design

- ☐ Cider Mill Drainage Modifications
- ☐ Wastewater Treatment Plant Water Main Replacement
- ☐ Northview Drive Drainage Ditch
- ☐ Granite Road Drainage Installation
- ☐ Coleman Road Drainage Modification

Inspection

- ☐ Country Club Road Culvert Replacement
- ☐ Fire Companies 3 & 4 Expansion
- ☐ Keeney Street Gas Main Installation
- ☐ Wastewater Treatment Plant Dike Modification
- ☐ Juniper Lane Water Main Installation

Administration

- ☐ New London Turnpike/Oak Street Intersections
- ☐ Vo-Ag Addition
- ☐ Eastbury Leaching Field Replacement

Administration and Inspection

- ☐ Glastonbury High School Renovations

Administration and Site Design

- ☐ Ambulance Building Replacement

HIGHWAY DIVISION

The function and activities of the Highway Division are to provide maintenance, repair, and construction of all municipal road-related facilities including streets, sidewalks, snow shelves, curbing, guard rails, storm drainage systems, sanitary sewer systems, traffic control devices/markings, and parking lots. Additionally, this Division manages the snow/ice control program, bulky waste operation, and the sand/gravel pit mining operation.

During the last ten years, 39.9 miles of roadway and 18.6 miles of storm drainage pipe was added to the maintenance and repair activities of the Division.

ENGINEERING ANNUAL STATISTICS

	Unit	1982	1983	1984	1985	1986	1987	1988	1989	1990	1991
Town Plan & Zoning											
Subd/PAD's Approved	EA	26	24	22	26	24	30	37	24	16	12
Lots Approved	EA	139	225	89	268	230	263	508	175	129	109
Roadway Approved	LF	9,234	14,690	14,759	13,180	13,889	14,219	49,740	13,358	9,293	7,867
Storm Drainage Approved	LF	10,589	15,600	17,721	13,995	15,434	16,954	49,670	16,000	10,874	6,997
Sanitary Sewer Approved	LF	7,371	13,000	14,563	8,664	14,405	10,430	40,727	5,008	5,991	6,646
In-House Projects											
Roadway Design	LF	2,010	7,415	1,800	2,600	0	4,615	1,640	2,050	0	0
Storm Drainage Design	LF	6,085	4,150	2,239	4,261	240	2,631	1,007	764	1,310	1,979
Sanitary Sewer Design	LF	0	0	1,920	0	0	2,023	1,204	628	0	81
Sidewalk Design	LF	1,390	1,080	1,202	3,470	1,140	2,816	129	1,805	0	0
Crack Sealing Completed	LF	108,231	109,497	160,650	24,300	76,500	191,516	155,800	136,500	114,661	182,778
Paving Completed	SY	10,250	54,600	53,876	46,277	91,379	54,123	20,448	44,974	68,978	81,682
Chip Sealing Completed	SY	0	0	0	101,322	67,006	83,810	44,088	0	0	41,483
Permits Issued/Inspected											
Right-of-Way	EA	161	162	168	152	160	171	160	204	169	170
Call Before You Dig	EA	703	613	557	621	946	1,238	1,421	1,349	1,168	1,177
Sanitary Sewer	EA	174	178	181	126	172	292	310	59	57	99

During this fiscal year, the Division completed the following projects in addition to their scheduled maintenance activities:

- ☐ Installed new curbing on Marilyn Drive, Quarry Road, Hulburt Street, Howe Road, Griswold Street, Mountain Road, Weir Street and Ridgewood Road
- ☐ Reconstructed the parking lot at Youth and Family Services
- ☐ Replaced the culvert on Country Club Road
- ☐ Assisted in the paving with Cold Mix of Main Street, Quarry Road, and Trymbulak Lane
- ☐ Assisted in the paving with Hot Mix of St. Dunstan's Commuter Lot, St. Augustine's Commuter Lot, a section of Bell Street and a section of Neipsic Road
- ☐ Paving with Hot Mix of Carter Court and a section of Sunset Drive
- ☐ Constructed new truck storage sheds
- ☐ Installed old Police radio antenna at the Highway Facility
- ☐ Began the construction of the new Ambulance Facility
- ☐ Installed new drainage pipe at School Bus Yard
- ☐ Repaired grading at the High School lacrosse and football fields

VEHICLE MAINTENANCE DIVISION

The function and responsibilities of the Vehicle Maintenance Division are to provide preventive maintenance and repair service for all Town vehicles. The Division prepares all specifications for the purchase of Public Works vehicles and equipment. They supply technical advice to all Town Departments on fleet matters.

During the fiscal year, the activities of this Division included:

- ☐ Public Works acquired a new screening plant, a dump/plow truck and a hydraulic backhoe
- ☐ Police Department acquired two new cruisers
- ☐ Administered the Commercial Driver License Training Program
- ☐ Fire Department received four new brush trucks
- ☐ Park Department received a new pickup truck

BUILDING MAINTENANCE DIVISION

The function and responsibilities of the Building Maintenance Division are to provide complete facility maintenance for eight municipal buildings, support services such as custodial cleaning, preventive maintenance, and repairs and improvements for 53 other municipal structures. Also, the Division manages the utility and communication accounts for all Municipal Facilities except those owned by the Board of Education. They supply staff support to the Public Buildings Commission

During this fiscal year, the Division activities included:

- Administering the renovation of the Welles Turner Library
- Instituted an office paper recycling operation in all Town facilities
- Completed exterior repairs to the Police Station
- Painted the exterior of the Youth/Family Services building
- Cleaned and touched up the paint on the exterior of the Gideon Welles House
- Installed carpeting in the lower level of the Town Hall
- Coordinated the Asbestos Abatement Program at the Wastewater Treatment Plant and Welles Turner Library
- Administered the Modification of Fire Companies 3 & 4
- Coordinated the Town-wide Energy Conservation Grant which has an expected return of over \$200,000 towards the cost of the energy improvements
- Provided electrical and mechanical services in the construction of the Highway Truck Storage Sheds

WATER POLLUTION CONTROL FACILITY

The function and responsibilities of this Division are to operate, maintain, and repair the Water Pollution Control Plant and eight pump stations in accordance with the United States NPDES permit. They are also responsible for the administration of the Sewer Use Charge system.

During the last ten years, the sewage flows at the Treatment Plant increased from 38,000,000 gallons per month to 53,000,000, an 18 percent increase. The sludge disposal increased 83 percent from 27 dry tons per month to 53 dry tons per month.

There were two significant things to occur in this Division in this fiscal year. There was found to be a major decrease in the units used for determining the sewer use charge. After considerable investigation of the sewer connection records and the sewer users, it was found that there were many discrepancies between the two lists. The effort ended with the addition of homeowners to the billing list which were not being billed.

The second item was that in May and June, the plant began receiving an unknown chemical in the influent which was causing the normal bacteria action to be terminated. This resulted in violations of the discharge permit. Investigations as to the kind and source of the chemical were being rapidly pursued by plant staff and the assistance of a Public Works Construction Inspector. No solution had been found by the end of the fiscal year.

REFUSE DISPOSAL DIVISION

The function and responsibilities of the Refuse Disposal Division are to operate the Transfer Station/Recycling Center, the Bulky Waste Site, and the Satellite Recycling sites.

Over the last ten years, refuse disposal had a 107 percent increase from 434 tons per month to 900 tons per month. The recycling increased from 77 tons per month to 110 tons per month, an 43 percent increase. The traffic volume at the Transfer Station went from 1,900 vehicles per week to 3,093 vehicles per week, an 63 percent increase.

REPORT FROM WATER POLLUTION CONTROL AUTHORITY (WPCA)

The WPCA levied assessments in the amount of \$87,078.96 in conjunction with their responsibility of the recovery of costs of sanitary sewer construction. Of this amount, \$36,119 was a result of new construction with the balance due to expansion of existing facilities. During this fiscal year 64 new buildings connected to the Glastonbury sewer system. This brings the total connections to 4,210 units or 38 of the Town's total units. There are now 88.13 miles of sanitary sewers.

The WPCA reviewed and recommended that the Town participate in a regional sludge study with Glastonbury being chosen as the lead community. The information derived from the study will generate data which the town can use to determine the best method of sludge disposal from both an operational and economic view. The study is sponsored by the Connecticut Department of Environmental Protection.

Funding was appropriated for the design and construction of the Eastbury Leaching Field Replacement which services Roaring Brook Plaza and a portion of the Fisher Hill Road area of town. The construction of this facility will provide for a long-term solution to a 1980 Connecticut Department of Environmental Protection abatement order at this site.

The Master Sewer Plan within the Roaring Brook Watershed was established in 1976. Due to this being the largest and most undeveloped area in town, concerns have arisen with regard

to environmental and economic feasibility of the current plan. Acknowledging that future sewers will have a direct impact on how an area is developed, the WPCA, with recommendations from the Conservation Commission and Town Plan & Zoning Commission has appropriated funding for a re-evaluation of this area.

REPORT FROM PUBLIC BUILDINGS COMMISSION

The Public Buildings Commission is charged by the Town Council with the evaluation and preparation of plans and specifications for public building facilities. Notable project involvement in 1990-1991 include:

Fire Companies 3 and 4 – Major renovations were completed on time and under budget.

High School – Major renovations and additions to Glastonbury High School were essentially completed with final "punch list" items remaining

Glastonbury Volunteer Ambulance Facility – The design of this facility to be constructed behind the Police Department was completed. Early 1992 occupation is anticipated.

Outdoor Swimming Pool – Working with the Recreation Commission and a Town Council liaison, the Commission explored various sites, developed preliminary specifications and obtained cost estimates for construction of an outdoor swimming pool. The estimates exceeded the \$500,000 funding limit the Town Council had established for this project.

High School Vo-Ag Addition – An architect was selected and plans approved for the Vo-Ag building addition to the high school.

School Roofing – Reroofing at Gideon Welles Junior High School and Naubuc School were successfully completed during 1991.

In addition to the projects highlighted above, the Public Building Commission has worked on a Master Plan for Public Buildings which will be presented to Town Council at a future date.

PUBLIC WORKS STATISTICS

As of December 1991	1985	1986	1987	1988	1989	1990	1991	85-91 % Change
Miles of Roadway	145.46	147.29	149.98	158.72	161.25	163.01	164.50	13.1
Unaccepted Subdivision					3.83			
Unimproved					4.48			
Improved and Accepted					152.94			
Miles of Storm Drainage	69.25	74.69	77.90	86.13	89.16	91.19	92.52	33.6
Number of Catch Basins	3,013	3,196	3,337	3,619	3,772	3,842	3,908	29.7
Number of Storm Manholes	473	492	521	586	607	626	638	34.9
Number of Detention Basins	39	40	47	57	60	62	65	66.7
Number of Sedimentation Structures	31	38	59	88	102	110	115	271.0
Miles of Concrete Sidewalk	69.51	71.57	75.61	84.25	87.12	88.16	89.22	28.4
Miles of Bituminous Sidewalk	3.31	3.31	3.31	3.31	3.16	2.96	2.56	22.7
Miles of Sanitary Sewer	74.59	77.95	79.92	87.63	88.58	89.71	90.97	22.0

Fire Marshal's Office

FIRE MARSHAL'S OFFICE

1991 was a year of significant change and achievement for the Fire Marshal's Office (FMO), the most dramatic change being the loss of a part-time inspector due to career advancement. Due to the hiring freeze, this vacated position was not filled. The most serious impact of this loss is in the area of annual inspections, which as in previous years, fell short of the number required by state statute. In spite of being short-staffed, the FMO continued to provide statutorily required public services which promote fire prevention, property conservation, life safety, and public well-being.

As a performance measurement the FMO calculates field activity, office activity, and investigations. While there is no accurate measurement to a fire prevention program, it is noted that during 1991 the FMO conducted 942 field activities, 552 of which were inspections. Public education efforts reached over 1,200 children and 100 adults. Both the Fire Marshal and the Deputy Fire Marshal completed mandatory training requirements. Maintaining vital statistics is also an ongoing responsibility of the FMO.

There were 259 investigations conducted during 1991. It is noted that these fires resulted in approximately \$394,178 lost due to direct fire damage. There were three civilian injuries and one firefighter injury due to fire. It was recorded in Glastonbury that the lives of four individuals were saved due to the operation of smoke detectors while these people were fast asleep as a fire spread within their homes. As in following years, the FMO endorses the "Change

your Clock, Change Your Battery Campaign," as a reminder to keep your smoke detector operational. Also, this office strongly supports automatic sprinklers and smoke detectors.

Regrettably, with staff shortages this office was forced to curtail the Firehawks program, which is intended to address the problem of juvenile firesetting. During 1991 Glastonbury experienced an 82 percent increase in juvenile related fires. The FMO recorded a 90 percent apprehension rate in juvenile fire setters during the month of January.

The FMO also provides coverage to neighboring communities during vacations and with investigatory assistance.

Other activities during 1991 were:

- ▣ Chairmanship of the Hartford County Fire Prevention Poster Contest.
- ▣ Membership on the Connecticut Fire Marshal's Association Board of Directors.
- ▣ Subcommittee membership for the Capitol Region Fire Marshal's Association in conjunction with the Connecticut Fire And Burglar Alarm Association on the investigation and reduction of unintentional fire alarms.
- ▣ Responsibility for the promulgation and adoption of the Access Regulations to the Code of Ordinances.
- ▣ The first recommendation and acceptance of residential sprinkler systems was incorporated as part of a Planned Area Development. This effort was initiated by the FMO.
- ▣ Continuing support of the Local Emergency Planning Committee.



Quick action by firefighters saved the horses in this barn fire, May 16, 1991, on South Main Street.



Deputy Fire Marshal Anthony Dignati shows a youngster a fire hose at a local nursery school.

This committee, mandated by Federal Law, is charged with the development of emergency response plans for facilities which use, store, or manufacture hazardous materials. Composed of representatives of all public service agencies, the FMO provides the operational budget for this committee and currently serves in the capacities of Chair and Secretary.

Currently the FMO is staffed by two salaried individuals and a part-time clerk. Full-time, year-round coverage is provided to the Town of Glastonbury at no overtime cost to the taxpayer.

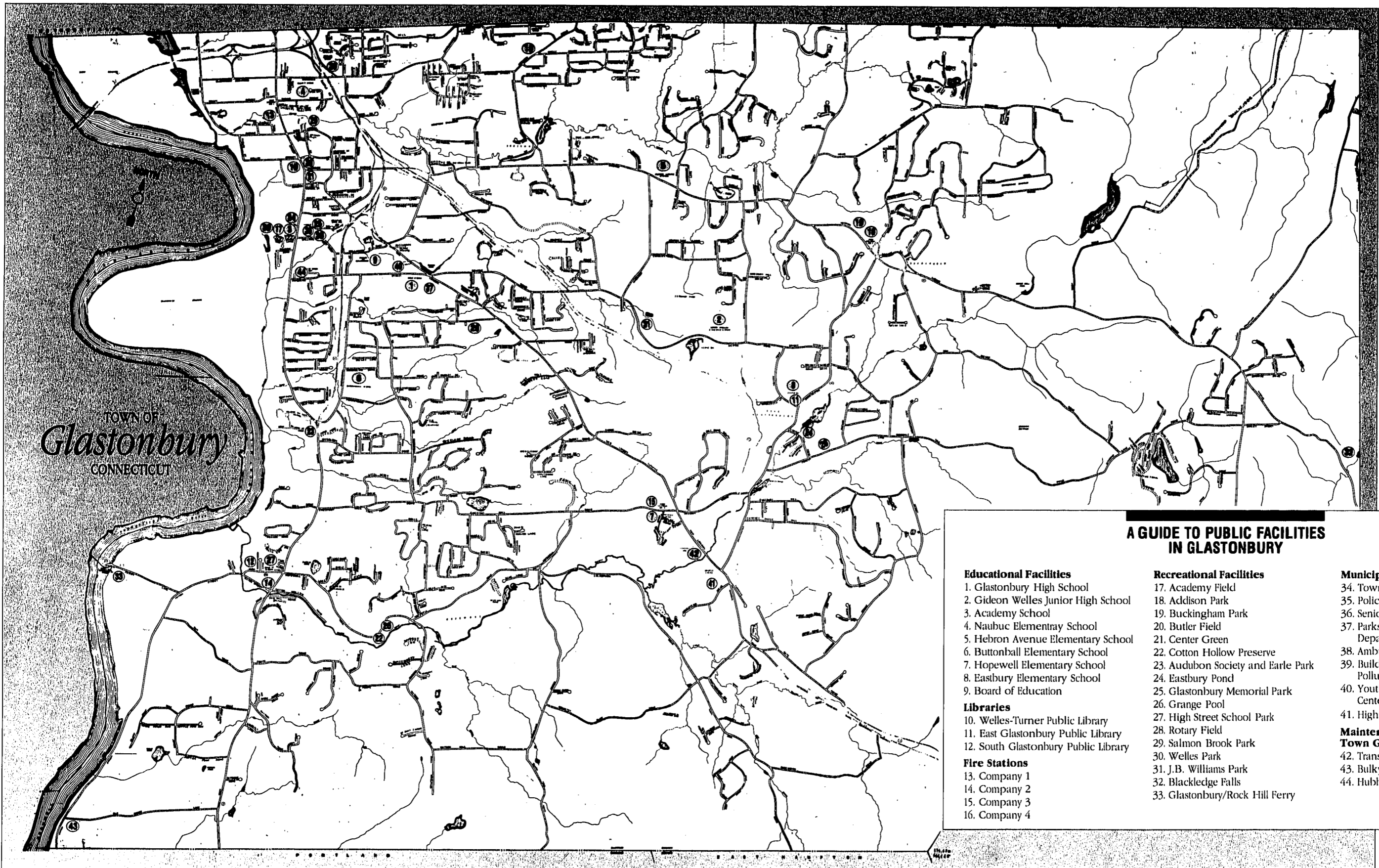
RESPONSIBILITIES OF THE FIRE MARSHAL

- ▣ Enforcement of the Connecticut Fire Safety Code.
- ▣ Investigation of the cause and origin of any fire or explosion in which property was damaged or people were injured.
- ▣ Annual inspections of buildings and facilities used for public service or open to the public, as well as manufacturing facilities.
- ▣ Regulation and enforcement of hazardous materials. This includes all employers who use or store materials outlined under the Code of Federal Regulations.
- ▣ Regulation and enforcement of the use, storage, and transportation of explosives.
- ▣ Regulation and enforcement of the transportation and storage of flammable liquids, compressed gases, and hazardous chemicals.
- ▣ Review of submitted building construction plans for compliance with state and local codes, as well as site and subdivision plans for compliance with access regulations.

- ▣ Collection of vital statistics on local fire incidents and burn injury rates, and submission of the data at the state and national level.
- ▣ Public education and instruction on fire safety and fire prevention practices.
- ▣ Issuance of open burning permits for approved agricultural purposes according to Department of Environmental Protection regulations.
- ▣ Providing staff support services to the Board of Fire Commissioners.
- ▣ Providing the operational budget and staff service of the Local Emergency Planning Committee.

STATISTICS

Dispatcher Notifications	277
Investigations	259
Field Activities	
Inspections	552
Training attended or instructed	100
Public education	40
Other	250
Total Field Activities	942
Office Activities	
Plan reviews	125
Permits issued	102
Reports processed	869
Other	102
Total Office Activities	1,198
TOTAL ALL CATEGORIES	2,676



TOWN OF
Glastonbury
CONNECTICUT

**A GUIDE TO PUBLIC FACILITIES
IN GLASTONBURY**

Educational Facilities

- 1. Glastonbury High School
- 2. Gideon Welles Junior High School
- 3. Academy School
- 4. Naubuc Elementary School
- 5. Hebron Avenue Elementary School
- 6. Buttonball Elementary School
- 7. Hopewell Elementary School
- 8. Eastbury Elementary School
- 9. Board of Education

Libraries

- 10. Welles-Turner Public Library
- 11. East Glastonbury Public Library
- 12. South Glastonbury Public Library

Fire Stations

- 13. Company 1
- 14. Company 2
- 15. Company 3
- 16. Company 4

Recreational Facilities

- 17. Academy Field
- 18. Addlison Park
- 19. Buckingham Park
- 20. Butler Field
- 21. Center Green
- 22. Cotton Hollow Preserve
- 23. Audubon Society and Earle Park
- 24. Eastbury Pond
- 25. Glastonbury Memorial Park
- 26. Grange Pool
- 27. High Street School Park
- 28. Rotary Field
- 29. Salmon Brook Park
- 30. Welles Park
- 31. J.B. Williams Park
- 32. Blackledge Falls
- 33. Glastonbury/Rock Hill Ferry

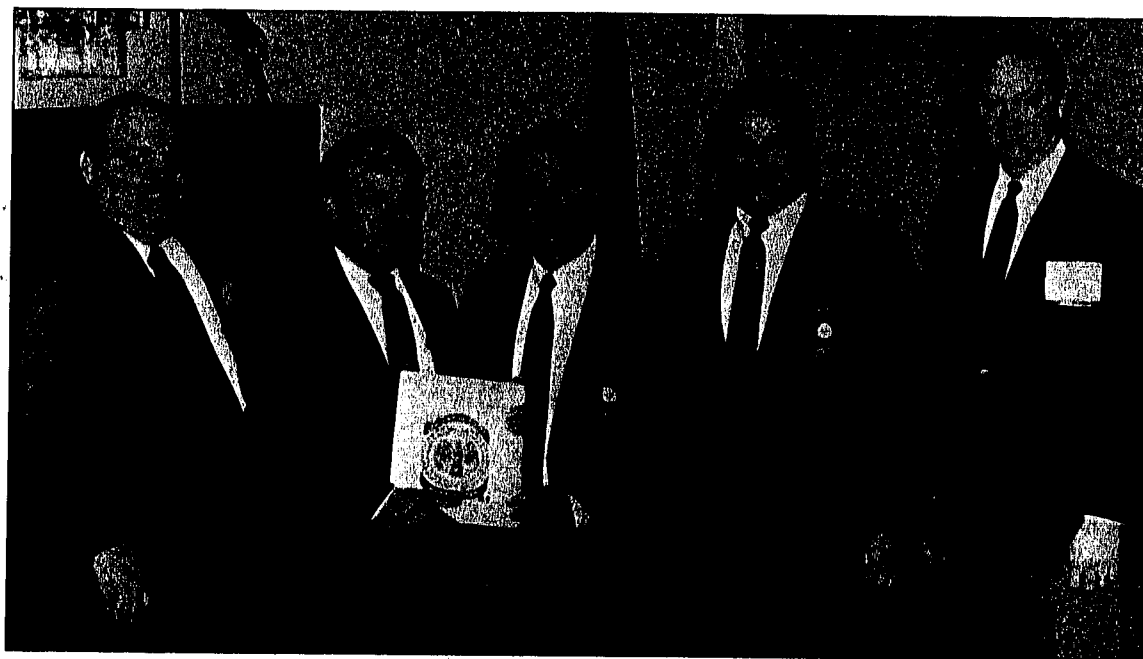
Municipal Facilities

- 34. Town Office Building
- 35. Police Station
- 36. Senior Citizen's Center
- 37. Parks and Recreation Department
- 38. Ambulance Building
- 39. Building Maintenance/Water Pollution
- 40. Youth and Family Resource Center
- 41. Highway and Vehicle

**Maintenance Departments –
Town Garage**

- 42. Transfer Station
- 43. Bulky Waste Facility
- 44. Hubbard Green

Public Safety



The Department received its reaccreditation status at the March meeting of CALEA (Commission of Law Enforcement Agencies). Shown here: Sergeant Louis Palshaw, Chief James Thomas, Chief Jerry Williams, Chairman; Ken Meridos, Director; Richard S. Borden Jr., Town Manager.

REACCREDITATION

On March 17, 1991 we were reaccredited by the Commission on Law Enforcement Accreditation Commission (CALEA). CALEA is a non-profit corporation with fifteen commissioners from the law enforcement field, court system, academia, legislature and private industry. The commissioners establish standards of performance for police departments, inspect an agency's compliance with those standards and certify the agency is meeting compliance with those standards and certify the agency is meeting a substantial number of the standards before accrediting the agency.

The Police Department received its initial accreditation in March of 1986. Agencies must be reinspected every five years to maintain the accredited status. We were inspected during January 1991 by a four member team of assessors. They submitted an inspection report to the Commission. The Commission awarded reaccreditation based on the inspection team's report.

The Glastonbury Police Department is the first agency in Connecticut to be reaccredited. There are presently three law enforcement agencies that are accredited in the State of Connecticut, those being the Connecticut State Police, Manchester Police Department and Glastonbury Police Department.

CRIME STATISTICS

Classification	88/89	89/90	90/91
Part I	788	692	718
Part II	4,962	5,152	5,048
Traffic	8,550	8,534	8,169
Miscellaneous Service	6,290	6,891	6,670
TOTALS	20,590	21,269	20,605

Crime statistics are based upon the Federal Bureau of Investigation criteria from the National Crime Report where crimes are defined as either Part One or Part Two.

Part One crimes are serious crimes against persons or property such as homicide, sexual assault, robbery, burglary, aggravated assault, motor vehicle theft, larceny and arson. Part One crimes showed a 4% increase.

Part Two crimes are less serious crimes such as breach of peace, disorderly conduct, forgery, fraud, vandalism etc. Part Two crimes showed a 2% decrease.

MOTOR VEHICLE ACCIDENT/ENFORCEMENT ACTION STATISTICS

The Police Department investigated 633 motor vehicle accidents (excluding parking lot accidents), 4 fatal; 118 with injuries; 506 involving property damage; 5 involving pedestrians and 14 in which operators were arrested for Driving While Intoxicated. 23% resulted in an infraction or summons being issued and 34% involved written warnings. The total number of motor vehicle accidents represents a decrease of 17% from the previous year. Accidents with injuries decreased 35%. The decrease in the total number of accidents is attributed to a strong enforcement program.

There were 4373 enforcement actions taken (not including motor vehicle accident related): 277 speeding arrests; 139 Driving While Intoxicated arrests; 1166 infractions/summons issued; 2715 written warnings issued and 492 verbal warnings issued. There were also 350 parking tags issued.

CITIZENS POLICE ACADEMY

During February and March twenty residents attended the fourth session of the Glastonbury Citizens Police Academy. The classes are designed to provide town residents and business persons with a basic knowledge of the criminal justice system and how the Glastonbury Police Department fits into that system. Classes were held one night a week for a period of eight weeks. Classes covered:

- Introduction to the criminal justice system
- A facility tour
- Crime prevention
- Patrol Operations
- Traffic Operations
- Motor Vehicle and penal code
- Criminal investigation
- Drug and alcohol abuse
- Youth programs
- State prison system
- Ride along program

Instructors are members of the Police Department and outside agencies within the system. The Ride Along Program schedules class members to ride with an officer for four hours at a time requested by the student.

COMMENDATIONS AND COMPLAINTS

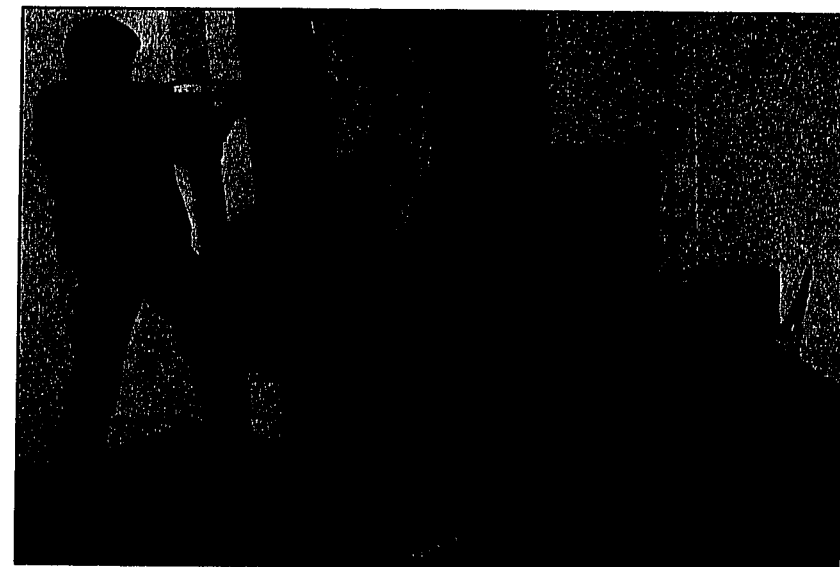
The Department received 53 letters of appreciation for assistance received from officers, ranging from help to stranded motorists, to providing life saving assistance.

The Department also received four complaints against police officers with two partially sustained, one unfounded and conciliation made and one exonerated.

TRAINING

The Glastonbury Police Department recently underwent a field audit by the Connecticut Municipal Police Training Council and it was ascertained that all personnel within the Department were in full compliance with the State Mandated Training for sworn officers. In addition, a total of 4,491 hours were spent both in State Mandated Training and additional training for all personnel, including dispatchers, clerical and other sworn officers.

The Glastonbury Police Department has been recognized by the State of Connecticut, as a leader in providing on-the-job specialized training in an effort to deliver better services to the community.



Members of ERT Team are shown in a simulation training exercise.

EMERGENCY RESPONSE TEAM (E.R.T.)

The Police Department maintains an Emergency Response Team (E.R.T.) that trains on a regular basis to handle difficult situations including search warrants, barricaded subjects, hostage situations and other situations which call for the response of several well trained specialist.

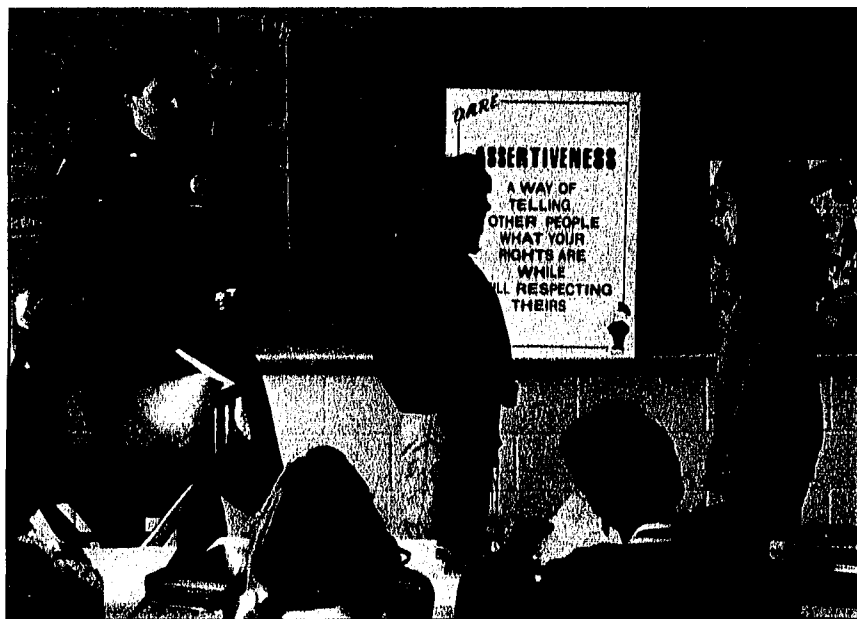
Sergoant Robert Johnson is shown receiving training on new Intoximeter with Lieutenant David Caron.



This Team, commanded by Lieutenant David Caron, has undergone extensive training by the F.B.I. and the State Police. In addition, they train with other local departments on simulated events which permit the members to constantly maintain their skills.

The Team recently apprehended a subject who was identified as one of the "most wanted" by Pennsylvania authorities. The subject, David Flood was subsequently charged with four homicides in Foglesville, PA. His arrest was a result of a nationwide search which culminated after he was located by officers of the Glastonbury Police Department while on routine patrol. The Emergency Response Team was able to capture David Flood without incident after he had barricaded himself in an abandoned home in South Glastonbury.

Agent Ken Barse is shown teaching in the Drug Abuse Resistance Education (D.A.R.E.) Program at Academy School.



INTOXIMETER 3000

In the Spring of 1991, the Department received a new intoximeter 3000 testing device from the State of Connecticut. This unit is used to measure the intoxication level of individuals charged with Operating Under the Influence of Liquor and/or Drugs.

The new machine is state of the art with a dedicated telephone line to the State Toxicology Laboratory which enables the Department to transfer the data electronically and also allows for minor adjustments to the computer program by the State certified personnel.

All members of the Patrol Division have received comprehensive training in regards to this new equipment.

COMMUNITY SERVICE OFFICERS

All members of the Community Service Officer Program have undergone both recruit and in-service training in order to maintain the high level of training and commitment that is needed for these part-time officers to carry out their functions and responsibilities. The Community Service Officer Program is a supplement to the regular officers. It provides critical manpower at large events, including parades, concerts on the green, art shows, and orchard patrol. It also provides specialized patrols, including foot patrols during peak holiday season.

Community Service Officers are certified Medical Response Technicians and are trained and certified in the use of the police baton. They are authorized to enforce Town Ordinances, including parking violations. They are assigned service calls and assist regular police officers at criminal investigations and motor vehicle accidents.

DARE PROGRAM

The DARE Program continues to be a strong component for the Drug Education Program for the students in the Glastonbury public school system.

This year 322 students graduated after successfully completing the 17 week program which stresses current information concerning specific points and also emphasizes a strong high self esteem component.

This Program continues to be highly accepted by the students, parents and educators. This investment in time will prove to be beneficial to the community for years to come.



Participants in the Summer WACY program take part in a number of teen building and outdoor activities.

HIGH RISK SUMMER PROGRAM 1990

A summer program to provide positive activities to the high risk youth of the Welles Village area and Town of Glastonbury was held during the summer of 1990. This was a cooperative effort of the Youth and Family Resource Center, the Glastonbury Police Department and the Glastonbury Housing Authority.

The two hour program consisted of two sessions. The morning session was held once a week for 8-10 youths, 14 years old and above, who were trained in peer leadership skills, supervisory skills and self awareness. These morning participants used their skills to supervise and support the afternoon program for up to 35 children, that was held twice a week for two hours for youths 5-13 years old. The program consisted of supervised playground activity and age appropriate games.

CRIMINAL CASE HIGHLIGHTS VANDALISM

Kol Havarim, Synagogue was vandalized in October 1990. The vandals used spray paint to draw satanic, anti-semitic and other writings. On February 13, 1991 the front windows of the synagogue was shot out by a BB gun. In the summer of 1991 two persons were arrested for the defacing incident and one of these persons was also charged in the BB gun incident. This is the first time the Glastonbury Police has charged someone with the Desecration Crime Law Section 46a-58, a Class D Felony.

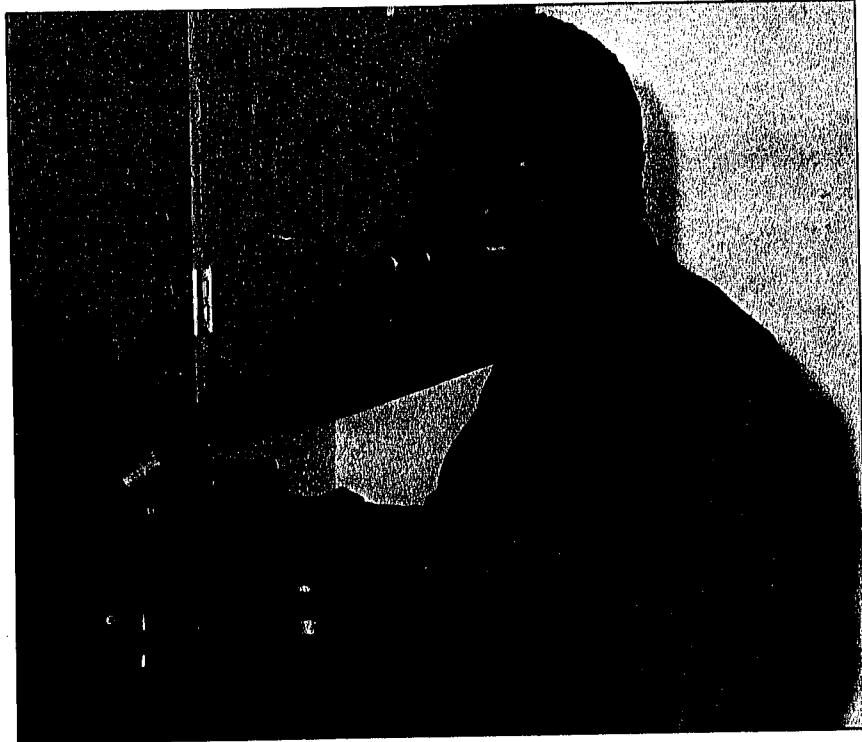
BANK ROBBERIES

Glastonbury Bank and Trust, Hebron Avenue Branch, was robbed in December 1990 and again in January 1991. Both cases remain under investigation by the Glastonbury Police and F.B.I.

NARCOTICS ENFORCEMENT

An increase of 11.4% in narcotics arrests during the fiscal year 1990-91 was reflected.

In May 1991 an additional officer was added to the Narcotics Unit. The addition to this Unit is expected to increase the amount of involvement in narcotics suppression, but this will not be reflected until the 1991-92 fiscal year.



Thomas "TJ" Jones,
Forensic Technician, 1991
Award of Excellence
recipient.

CRIME PREVENTION

During the fiscal year officers from the Department conducted 8 security surveys, 19 other Crime Prevention activities such as Block Watch group meetings, Crime Prevention seminars, 309 youth lectures or presentations, 27 public service presentations.

The Police Department offers Crime Prevention programs to citizens and the business community free of charge. Services offered are Block Watch, Operation Mark It, Home and Business security surveys, Employee training in crime prevention and group crime prevention seminars.

AWARD OF EXCELLENCE

Thomas "TJ" Jones, the Photo Forensic Technician for the Police Department was recipient of the Employee Award of Excellence for 1991. "TJ" not only provides services to the Police Department but all other Town agencies who require the use of his photographic and video skills. "TJ" has shown an outstanding commitment to the Town and exemplifies the town employee who is striving for excellence.

REPORT FROM CIVIL PREPAREDNESS

The Office of Civil Preparedness is responsible for coordinating all governmental and private sector activities in times of man-made or

natural disasters.

In order to meet these obligations effectively, the office is very active in planning for manpower, equipment and community needs. This involves continual updating for information, regulations and equipment.

The department conducts constant checks of materials and equipment, including the town warning sirens. It trains and recertifies radiological monitors with emphasis on peacetime accidents involving hazardous materials. It is also involved as a member of the Local Emergency Planning Committee.

The office has established a "disaster hotline" number (659-2717) to be used for information before, during and after a local emergency situation. The telecommunications van now has the technological capability to communicate with multi-level governmental agencies in order to meet any disaster situation.

The office continues to circulate the four page brochure entitled, "Your Civil Preparedness Plan." It provides information on how to cope with natural disasters, and how to be in a state of readiness.

FIRE COMMISSION

The Board of Fire Commissioners is responsible for providing, maintaining and regulating the Glastonbury Fire Department. The board is bipartisan and consists of six members elected for six year terms on a rotating basis.

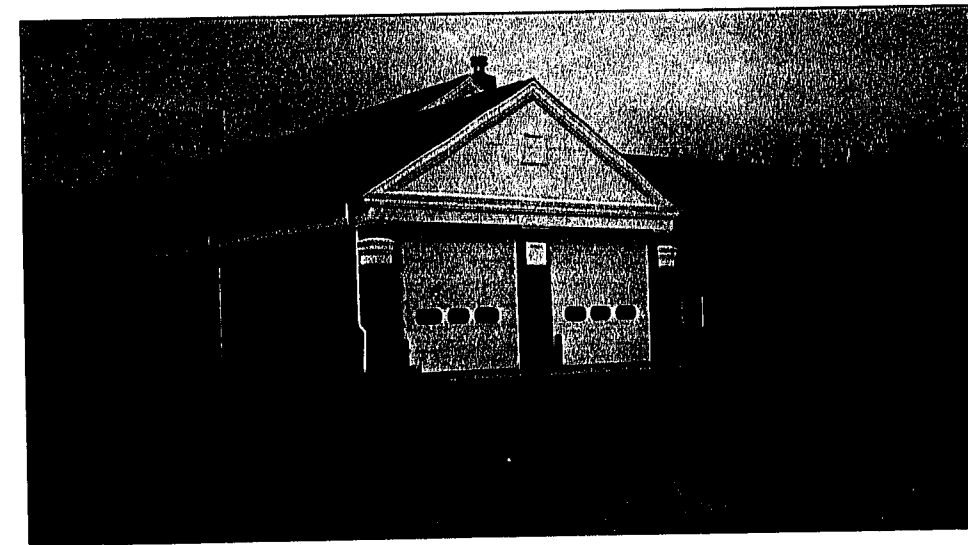
The objectives of the Board of Fire Commissioners are to provide quality fire and rescue protection for the town; to organize, staff and train an effective fire department; to plan and recommend the acquisition of apparatus, equipment and facilities; and to provide appropriate assistance in emergencies and disasters.

The Fire Commission, along with the Public Buildings Commission and the Public Works Department, have recently completed the expansion of Companies No. 3 and 4.

Specifications have been completed, bid and awarded for the construction of two new fire pumpers. One of the vehicles is an all wheel drive, short wheelbase model which will be used in the eastern sections of Glastonbury where driveways and stormy weather conditions make access difficult. Both vehicles are expected to be delivered in 1992.

The fire department is in its third year of a four year program to replace self-contained breathing apparatus with lighter weight, more effective models. This is an important program for the safety of our firefighters.

Firefighters continue to expand their expertise through expanded training programs on hazardous material, Incident Command and Fire Fighter I certification.



New facilities at Fire
Companies 3 and 4 are
scheduled for completion
in fall 1991.

Financial Administration

ADMINISTRATION

The administration and supervision responsibilities include the divisions of Accounting, Property Assessment, Revenue Collection, and Town Clerk.

The Financial Administration Division includes the department director and the staff who handle insurance processing, purchasing and data processing activities as well as coordinating and preparing the annual town budget and the capital improvement program for the Town Manager. The staff also maintains the values of vehicles, equipment and buildings at cost for accounting and insurance requirements.

The firm of Scully and Wolf was selected for a fourth year to perform the annual audit for the fiscal year ended June 30. The Town was honored this year to have received for the second year in a row a Certificate for Excellence in Financial Reporting for the period ended June 30, 1990. This is awarded by the Governmental Finance Officers Association following an extensive review process.

PURCHASING

Purchasing activities apply to the acquisition process of consumable supplies, vehicles and equipment, and construction of buildings and roads. The purchasing agent works with staff representatives to prepare quotations and bids.

STATISTICS	
Sealed Bids	79
Formal Quotes	54

DATA PROCESSING

A review was completed of our present programs for Property Assessment and Revenue Collection. To improve processing capability, the Town has elected to enhance its present applications software rather than to elect the purchase of a new software. The Town has also acquired new Fixed Assets software for its computer system.

STATISTICS	
Requests for Enhancements	212
Installations Enhancements/Upgrades	143

INSURANCE ADVISORY COMMITTEE

The Insurance Advisory Committee, as its name implies, advises and assists town and school administration on all matters related to insurance, including coverage for operational activities and employee benefits.

The Insurance Advisory Committee reviewed the renewal of Property and Liability coverage and employee benefits. The Committee recommended continuing with our present insurance carrier in the renewal of our Property and Liability Insurance, researching price differentials for modifications to existing coverages. The Committee strongly supports a proposal calling for an independent consultant to review the entire employee benefit program and alternative funding approaches.

Property insurance values which were formerly certified and reported by the American Appraisal Company are now maintained by the Office of Financial Administration through the

newly acquired fixed asset software. These values are the basis of our blanket comprehensive insurance package for Town and Education buildings and are also used in our financial reporting.

The Department Safety Committee has continued its training program for and by employees in First Aid. We also continue to sponsor an aerobics program for employees of both Town and Education in an effort to develop healthier employees and hence decrease health and Worker's Compensation claims. This year the Town received a commendation from C.I.R.M.A., our Worker's Compensation carrier, for the lowest frequency of employee injuries during 1989-1990.

Under direction of the Board of Finance, together with the Wyatt Asset Services of Wellesley, Massachusetts, a comprehensive review was conducted of the CIGNA pension plan in an effort to determine whether the Town should stay with its current asset manager or relocate the assets of the Pension Plan. The Board is still researching and plans to have its decision by late Fall.

BOARD OF FINANCE

The Board of Finance is a bi-partisan body comprised of six members, each elected to a six-year term. Two positions are open biannually. The Board works in close conjunction with both the Town Council and the Board of Education.

The Town Charter clearly defines the powers of the Board of Finance. In its *advisory* role, the Board recommends an annual budget to the Town Council. In addition, it approves and/or recommends transfers among specific accounts and funds during the fiscal year.

By *direct* authority, the Board establishes the annual mill rate, after evaluating the final budget as approved by the Town Council. The Board must also approve any non-budgeted transfers or appropriations which exceed \$5,000.

During 1991 the Board completed a review of the Town's pension asset management strategy. In addition, it strongly recommended the preservation of the Capital Improvement

OTHER STATISTICS

	88/89	89/90	90/91
Births	292	320	337
Deaths	203	184	213
Marriages	383	346	360
Dog Licenses	2,469	2,435	2,348
Hunting & Fishing Licenses	2,214	2,289	2,567
Veterans' Discharges	77	59	55
Voters	265	164	158
Land Record Documents	7,784	7,829	7,832
Absentee Ballots	1,389	500	919
Liquor Permits	45	39	37

Program. Although a reduced commitment to capital effort (from 7% down to 4%) was reluctantly approved, the Board vigorously experienced its commitment to restore an increased annual capital dedication in the next budget year, and thereafter.

The Town continues to enjoy its excellent (Double A Prime) credit rating, thanks to its sound, prudent, and responsible fiscal management.

Only a handful of towns in Connecticut have both a Town Council and a Board of Finance. The record has shown that such a structure leads to a strong system of checks and balances and a fiscal condition that is a model for any town in Connecticut.

The Town continues to enjoy its excellent (Double A Prime) credit rating, thanks to its sound, prudent, and responsible fiscal management.

Board of Finance

PROPERTY ASSESSMENT DEPARTMENT

The October 1, 1990 net taxable Grand List increased by \$29,017,147 or 2.2% to a new total of \$1,358,100,054. This compares to the average annual increase for the past five non-revaluation years of 6.5%. Last years increase was \$64.3 million or 5.1%.

Anticipated additional revenues for the 1991-92 fiscal year from property taxation are estimated to be \$983,681 based upon the current tax rate of 33.9 mils. This amount represents approximately 0.7 mils based upon the new list.

COLLECTOR OF REVENUE

The Collector of Revenue's office is committed to the performance of their appointed tasks of collecting all property taxes, sewer use and sewer assessment charges due the Town of Glastonbury.

The combined efforts of the tax office produced current tax collections of 97% totalling \$44,061,380 for fiscal year 1990-1991.

Prior years taxes contributed to a 55.7% collection amounting to \$510,088. A great deal of effort was expanded in contacting individual taxpayers not meeting a schedule, 1,156 Alias Tax Warrants were issued to Hartford County Sheriffs for collection. This helped to bring in revenues totalling \$127,757.

Sewer use collections totalled \$1,029,653 with a 96% collections for the current year and 71% collection for prior years. Sewer assessments and connection charges totalled \$199,140; interest and lien fees in all categories totalled \$436,167.

ASSESSMENT SUMMARY (NET)

	1989	1990	Change	%
Real Estate	\$ 1,163,660,035	\$ 1,186,409,639	+\$22,749,604	+1.9
Personal Property	63,022,165	68,248,405	+5,226,240	+8.3
Motor Vehicles	102,400,707	103,442,010	+1,041,303	+1.0
Totals	\$1,329,082,907	\$1,358,100,054	+29,017,147	+2.2

The real estate growth of \$22.7 million breaks down as follows:
residential assessments increased \$14.3 million or 1.5% (versus \$22.9 million or 2.5% in 1989), and commercial/industrial assessments increased 8.4 million or 3.5% (versus \$28.9 million or 13.9% in 1989).

ACCOUNT SUMMARY

	1989	1990	Change
Real Estate	12,419	12,502	+83
Personal Property	1,517	1,543	+26
Motor Vehicles	25,896	25,665	-231
Totals	39,832	39,710	-122

SUBSTANTIAL TAXPAYERS

Description	Net Asmt.	
Glastonbury Land Development Ltd. Partnership	12,347,300	Office Building
Fourth Somerset Associates Ltd. Partnership	9,771,800	Office Building
Arbor Acres Farm Inc.	9,636,490	Poultry
NCR Corporation	8,816,500	Office Building & Equipment
Connecticut Light & Power	8,190,650	Utility
Connecticut General Life Insurance Co.	7,444,800	Office Building
Somerset Retail Joint Venture	7,389,700	Shopping Plaza & Restaurant
Guardian Insurance & Annuity Co. Inc.	6,299,700	Office Building
Urbco Inc.	5,838,800	Office Building
Glastonbury Tech Center Joint Venture	5,286,000	Storage Building

Sewer use collections totalled \$1,029,653 with a 96% collections for the current year and 71% collection for prior years. Sewer assessments and connection charges totalled \$199,140; interest and lien fees in all categories totalled \$436,167.

During the 1990-1991 fiscal year, the tax office was informed of ninety-eight foreclosures by banking institutions and forty-three bankruptcies filed by taxpayers.

The Collector's office continues to provide assistance and counseling to the public concerning property tax matters within their realm. Personal consultations with property owners failing to meet their tax obligations is always encouraged and preferable to enforced collection methods available to the office. The tax office is continually striving to maintain good public relations and keep the lines of communication open with the taxpayers.

BOARD OF TAX REVIEW

The Board of Tax Review has five members, each elected to a four year term.

The primary purpose of the Board is to consider the cases of taxpayers who are appealing property valuations set by the Assessors.

In accordance with State law, the Board meets at least three times during February and once in September. The September meeting is limited to motor vehicle appeals.

The Board heard appeals on twenty-one properties on the 1990 Grand List. Of this total, ten assessments were reduced, one assessment was increased, and no changes were made on the ten remaining properties.

The final Grand List for October 1, 1990 as adjusted by the Board of Tax Review totalled \$1,358,085,329.

The members of the Board of Tax Review are: Shaun O'Rourke, *Chairman*, William Holmes, David Motycka, Denis Cavanaugh and Joan Palatine.

Board of Education

STATISTICS		
New Voters	Party	Total
3	A Connecticut Party	8
293	Democrat	5,364
332	Republican	5,854
419	Unaffiliated	5,351
Total 1,047		16,577

TOWN CLERK

The Town Clerk's Office is the center for public records and information including land records, vital statistics, elections, military discharges, notary publics, liquor permits, minutes of the numerous boards and commissions, and various licenses. The office also answers the numerous and varied questions which individuals have concerning the town.

The Town Clerk's office, which is mostly governed by state statute, is also a major collector of revenue for the State of Connecticut as well as for the town. Income for the 1990-91 fiscal year declined for the 4th consecutive year reflecting continued weakness in the real estate market. Four local questions were voted on at the November 6, 1990 State Election. The swimming pool in the north part of town was defeated by a vote of 6600 to 5335. Two million dollars for the purchase of development rights and acquisition of land was defeated by a vote of 6,348 to 5,491. Renovations and expansion of the Vo-Ag Center at Glastonbury High School was approved by a vote of 6,306. The construction of a new upper elementary school and an addition to Hopewell School was defeated 6,567 to 5,314.

REGISTRAR OF VOTERS

Registrars of Voters report that 1,047 new voters were added to the Voter List from July 1, 1990 to June 30, 1991.

In a June Referendum, 42.1% (7,232) of those eligible voters participated. The bond issue, to improve, add to and to meet building codes at five elementary schools was rejected by fewer than 100 votes.

2,305 (42.1%) Democrats voted in a Primary on September 11 to nominate a Judge of Probate.

13,192 (77%) voted in a November State Election. Five questions (four bond issues) were on the ballot, with following results:

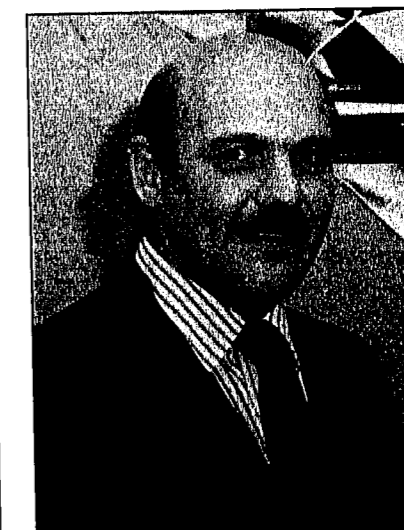
- ☒ passed Constitutional amendment to extend the reapportionment timetable.
- ☒ rejected a swimming pool in North Glastonbury.
- ☒ rejected acquisition of land and development rights.
- ☒ accepted expansion of the Vocational-Agriculture Center at GHS.
- ☒ rejected improvement of Hopewell School and building a new elementary school.

Voters may register during regular business hours in the Registrars' or Town Clerk's office in Town Hall. Evening registration sessions are held in the Registrar's Office on the fourth Thursday of each month from January through September at 7 p.m. For information on special sessions, call the Registrar's at 659-2711, extension 277 or 278.

COLLECTION OF FUNDS			
Town General Fund	1988-89	1989-90	1990-91
Conveyance Tax	\$ 228,985.30	\$ 121,746.00	\$ 111,722.00
Recording Fees	144,975.11	151,400.00	140,030.00
Other Fees	8,721.30	12,762.00	11,843.00
Totals	\$ 382,681.71	\$ 285,908.00	\$ 263,595.00
State of Connecticut			
Hunting & Fishing License	\$ 18,213.50	\$ 19,148.00	\$ 22,536.00
State Conveyance Tax	\$ 863,381.26	\$ 581,365.97	\$ 511,947.68
Totals	\$ 882,045.26	\$ 600,513.97	\$ 534,483.68
Town Dog Fund			
Sale of Dog Licenses	\$ 10,287.45	\$ 13,544.00	\$ 13,519.00



Inez Hemlock -
Board of Education Chairperson



R. Stephen Tegarden -
Superintendent of Schools

BOARD OF EDUCATION

During this past school year (1990-1991) the significant changes that occurred on the international scene combined with the requirements of advancing technology, increased the demands for improvement in education to prepare our students for future careers and jobs.

In order to properly accomplish this, the Board of Education's curriculum reviews were intensified. Combining courses in science, mathematics and technology education (industrial arts) has led to successful interdisciplinary teaching. Updating of the curriculum has been continued in language arts and social studies.

Innovative use of voluntary mentors has enhanced the breadth of the learning experience. Creative teaching techniques have allowed the return of a number of special education students to the regular classroom. These are only a few examples of continuing change and how it affects what and how we teach.

The near completion of Glastonbury High School during this year accomplishes part of the Board of Education's goal to improve our aging schools. However, voter rejection this year of renovation and expansion of our schools has resulted in the need to re-examine other alternatives. While increasing enrollment projections remain on target, the Board has begun seeking suitable solutions for additional space and renovation for elementary schools.

The Board of Education not only continued to deal with the school's physical problems but also focused on the quality of education offered and the resulting student performance.

New challenges such as developing the capability to handle large amounts of data and information, will require new solutions. Meeting educational demands that prepare students to be flexible and adaptable in college and career requirements will become our direction for the next year.

SUPERINTENDENT OF SCHOOLS

1990-91 was a busy, exciting, and productive year for the Glastonbury Public Schools. The Board of Education operated on many fronts and dealt with an extremely wide variety of topics and issues as they continued to establish policy and set direction for the education of over 4700 children residing within our town. What follows is a categorical listing of some of the highlights of the year just completed.

PERSONNEL ADMINISTRATION

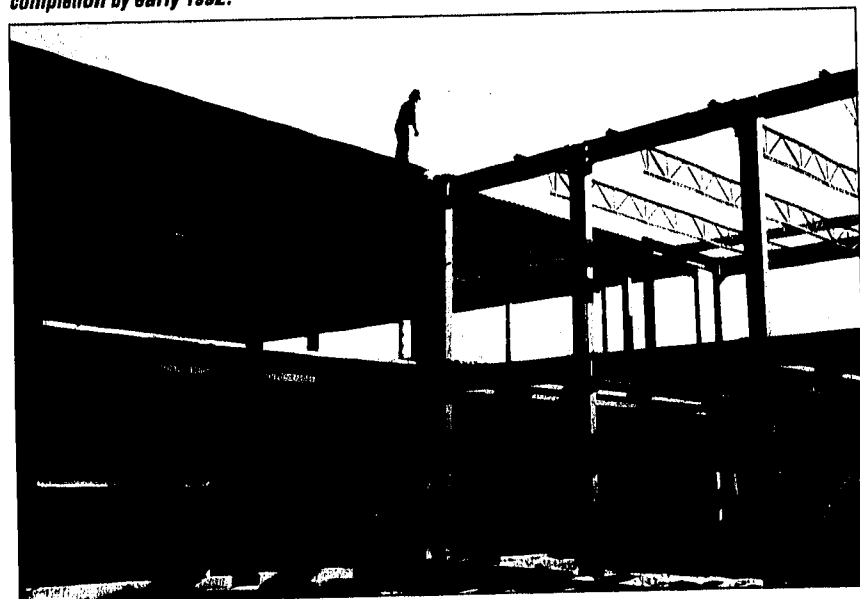
In the area of personnel administration, the most time consuming and most crucial activity involved the negotiation of contracts with all five of the employee unions having contracts with the Board of Education. The decline of the economy made negotiations even more difficult and more protracted than in the past with two of the five being settled only through the process of binding arbitration. The Board approved process for staff supervision and evaluation continued to not only assist our staff in becoming more effective, but also to assist other school systems as they utilized the Glastonbury supervision and evaluation program as a model for developing their own program.



Navy Lieutenant Jesse Fisher visits with his pen pals from Ms. Asikaninen's first grade class at Eastbury School. Lieutenant Fisher was stationed in the Gulf during Desert Storm.

Two of our administrators, Director of Art, Marilyn Vignone, and Assistant Superintendent, Laurence Tiven, retired at the end of 1990-91 having served Glastonbury with distinction. Ms. Vignone's position was assumed on July 1, 1991, by Daniel Roach coming to Glastonbury from Maryland. Mr. Tiven's position was filled by Dr. Edward Schofield who came to Glastonbury from Massachusetts. The Board oversaw the reorganization of the central administration. The retirement of Mr. Tiven provided the opportunity to review and restructure the manner in which the central administration delivers services to the Board of Education, school staff, and the community. Dr. Schofield joined the administrative team as Assistant Superintendent, and Ms. Jacqueline Jacoby was promoted to the newly created position of Deputy Superintendent. The Board reviewed and approved the division of administrative responsibilities among the three superintendents. Concurrently, Ms. Sharon Smith, Business Manager, oversaw the reorganization of the

High School renovation and expansion initiated in 1990-1991 is scheduled for completion by early 1992.



Board of Education 48

business office. In each case, the reorganization is designed to utilize personnel and other resources as efficiently and effectively as possible.

The Board continued to commend the outstanding accomplishments and contributions of staff and community volunteers through their monthly recognition program. Glastonbury professional staff members were recognized for their accomplishments by local, state, regional, and national organizations.

CURRICULUM AND PROFESSIONAL DEVELOPMENT

- ☐ Comprehensive and thorough curriculum review projects were continued in the departments of English/Language Arts and History/Social Sciences.
- ☐ Our professional staff has continued their pursuit of growing and learning- attending conferences and workshops, and studying independently.
- ☐ Planning for our magnet school with East Hartford has continued, and we are anxious to open the school in the fall of 1992.
- ☐ Our guidance program was reviewed, comprehensively, by surveying students, staff and parents at Gideon Welles School.
- ☐ State mandates regarding instruction in family life and controlled substances were implemented.
- ☐ A variety of very successful efforts have been undertaken in all schools designed to integrate our special education and regular education programs.
- ☐ The Whole Language approach to learning in our elementary schools has been by staff on a voluntary basis. Many of the Whole Language concepts have been implemented into the instructional methodology of our elementary classrooms and programs.
- ☐ We have continued to pursue the idea of opening a foreign language immersion school with Hartford and West Hartford.

BUILDINGS AND GROUNDS

Of course, the major undertaking during the 1990-91 school year was the comprehensive renovation of Glastonbury High School. Our staff and students, while inconvenienced, managed exceptionally well as their classrooms and hallways were reconstructed around them. During the course of the year, we reoccupied the administrative office, the guidance offices, the gymnasium, and classroom areas as the



Mrs. Jean Garlasco, School Nurse at Bultonball Lane School, reading to Kindergarten class.

COMMUNITY RELATIONS

Through the publication of newsletters, handbooks, and other publications, our schools have increased their efforts to keep parents and citizens informed as to what is taking place within the schools. The bond between school and home seems to be growing even stronger. Our parent organizations continue to support staff and program in many ways, and school staff continue to find more ways to offer needed service, advice, and assistance.

BOARD OF EDUCATION POLICIES

During the course of the year, the Board of Education adopted the following policies:

- ☐ Policy on Suicide Prevention
- ☐ Policy on Adult Education
- ☐ Policy on the Observance of Religious Holidays
- ☐ Policy on Alcohol and Other Drugs
- ☐ Policy on Drug-free Workplace
- ☐ Policy on Special Education/Medicaid
- ☐ Policy on Home Instruction

In other areas, the Board dealt with the issues of Project Concern, school drop-outs, recycling, bus monitors, foreign travel, and selecting a floor covering for the Naubuc School cafeteria.

Reviewing this listing of adopted policies, one can see just how diverse the life of a school board member can be!

As we assess the 1990-91 school year, we continue to be pleased with the performance of our students. When judged by any objective criteria, we see that they continue to excel. Our staff continues to grow professionally - consistently and routinely seeking out new and exciting strategies to challenge and motivate our students. The involvement of our parents, and their assistance in providing the best that we can for all of the children in Glastonbury, continues to increase. With these components in place, and with the commitment education remaining strong in Glastonbury, we anticipate ongoing progress and accomplishment.

Inez Hemlock
Board of Education Chairperson

R. Stephen Tegarden
Superintendent of Schools

The Board continued to commend the outstanding accomplishments and contributions of staff and community volunteers through their monthly recognition program. Glastonbury professional staff members were recognized for their accomplishments by local, state, regional, and national organizations.

Board of Education

INDEPENDENT AUDITOR'S REPORT

We have audited the general purpose financial statements of the Town of Glastonbury as of June 30, 1991 and for the year then ended, as listed in the accompanying Table of Contents (Exhibits 1 to 4, inclusive). These general purpose financial statements are the responsibility of the Town of Glastonbury's management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards and the requirements of the State of Connecticut concerning municipal audits. Those standards require that we perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Town of Glastonbury, Connecticut, at June 30, 1991, and the results of its operations for the year then ended, in conformity with generally accepted accounting principles.

Our audit was made for the purpose of forming an opinion on the general purpose financial statements taken as a whole (Exhibits 1 to 4 inclusive). The combining, individual fund, and individual account group financial statements and schedules listed in the accompanying Table of Contents are presented for purposes of additional analysis and are not a required part of the general purpose financial statements. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly stated in all material respects in relation to the general purpose financial statements taken as a whole.

SCULLY & WOLF
Certified Public Accountant
November 22, 1991

Town Council
Town of Glastonbury
Glastonbury, Connecticut

Dear Members of the Council:

We have audited the general purpose financial statements of the Town of Glastonbury, as of and for the year ended June 30, 1991, and have issued our report thereon dated November 22, 1991.

We conducted our audit in accordance with generally accepted auditing standards, the requirements of the State of Connecticut Office of Policy and Management concerning municipal audits, and "Government Auditing Standards", issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement.

In planning and performing our audit of the general purpose financial statements, we considered the internal control structure in order to determine our auditing procedures for the purpose of expressing our opinion on the general purpose financial statements and not to provide assurance on the internal control structure.

The management of the Town of Glastonbury is responsible for establishing and maintaining an internal control structure. In fulfilling this responsibility, estimates and judgments by management are required to assess the expected benefits and related costs of internal control structure policies and procedures. The objectives of an internal control structure are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or disposition, and that transactions are executed in accordance with management's authorization and recorded properly to permit the preparation of general purpose financial statements in accordance with generally accepted accounting principles. Because of inherent limitations in any internal control structure, errors or irregularities may nevertheless occur and not be detected. Also, projection of any evaluation of the structure to future periods is subject to the risk that procedures may become inadequate because of changes in conditions or that the effectiveness of the design and operation of policies and procedures may deteriorate.

For the purpose of this report, we have classified the significant internal control structure policies and procedures in the following categories:

- ☐ Cash and investments
- ☐ Inventories
- ☐ Property, equipment, and capital expenditures
- ☐ Revenue, receivables and receipts
- ☐ Budgeting
- ☐ Financial reporting
- ☐ Expenditures for goods and services and accounts payable
- ☐ Payroll and related liabilities
- ☐ Debt and debt service expenditures

For all of the internal control structure categories listed above, we obtained an understanding of the design of relevant policies and procedures and whether they have been placed in operation, and we assessed control risk.

Our consideration of the internal control structure would not necessarily disclose all matters in the internal control structure that might be material weaknesses under standards established by the American Institute of Certified Public Accountants. A material weakness is a reportable condition in which the design or operation of one or more of the specific internal control structure elements does not reduce to a relatively low level the risk that errors or irregularities in amounts that would be material in relation to the general purpose financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control structure and its operation that we consider to be material weaknesses as defined above.

However, we noted the following matters involving the internal control structure and its operation that we offer as constructive suggestions for your consideration as part of the ongoing process of modifying and improving accounting controls and administrative practices.

ESCROW DEPOSITS

The Town receives various performance bonds and deposits from developers and others. These escrow deposits are invested and recorded as liabilities in the General Fund and various Special Revenue Funds. Although it is an allowable practice to record such deposits in these funds, the preferable treatment under generally

accepted accounting principles would be to report these funds in an Agency Fund.

We recommend that all escrow deposits be transferred into Agency Funds in order to more properly reflect the fund activity in accordance with generally accepted accounting principles. Additionally, the General Fund balance sheet presentation would be enhanced if these funds were removed.

PENSION FUND REPORTING

The Pension Fund annual actuarial reports and evaluations are performed on a calendar year basis. Financial reporting for the Pension Fund is presented on the Town's fiscal period of July 1 to June 30. Although an evaluation is necessary for budgetary purposes during the current time frame, Pension Fund trend information is difficult to develop and present in a meaningful manner.

We recommend that an annual actuarial review be performed at June 30 in order to facilitate fund analysis and develop trend information which is consistent with financial reporting information.

ACCOUNTING RECORDS

Formal accounting records are not maintained for the Pension Trust Fund, Deferred Compensation Funds, and the General Fixed Asset Account Group. Financial reporting for these functions and activities is accomplished through the gathering of details accumulated by outside organizations (Pension and Deferred Compensation Plans) and other detail records maintained by the Town. Although certain record keeping functions are performed by outside organizations, the Town should have formal records to accumulate and control such activities.

We recommend that all fund and account group records be maintained within the comprehensive accounting system of the Town.

This report is intended for the information of the management and grantor agencies providing funds to the Town. This restriction is not intended to limit the distribution of this report, which is a matter of public record.

SCULLY & WOLF
Certified Public Accountant
November 22, 1991

GLASTONBURY COMBINED BALANCE SHEET

All Fund Types and Account Groups - June 30, 1991 With Comparative Totals for 1990

	FIDUCIARY				TOTALS	
	GOVERNMENTAL FUND TYPES.....		ACCOUNT GROUPS.....		(MEMORANDUM ONLY)	
	GENERAL	SPECIAL REVENUE	GENERAL	LONG-TERM DEBT	JUNE 30, 1991	1990
ASSETS AND OTHER DEBITS						
Assets:						
Cash and temporary cash investments.....	\$4,969,400	\$6,637,180	\$2,854,660	\$ 265,066	\$ 14,726,306	\$ 12,962,583
Investments.....	275,000	1,314,394		22,696,683	24,286,077	21,854,338
Receivables:						
Intergovernmental.....		88,825			88,825	172,987
Property taxes.....	1,740,629				1,740,629	958,347
Assessments and use charges.....	72,504	1,135,978			1,208,482	1,261,726
Other.....		15			15	88,824
Due from other funds.....		330,448	2,700,079		3,030,527	1,988,562
Inventory, at cost.....	228,788	36,062		\$62,878,914	62,878,914	54,831,316
Fixed assets.....					48,111	760
Other assets.....	48,111					
Other debits:						
Amount to be provided from State grants.....				\$ 3,745,872	3,745,872	
Amounts to be provided for retirement of debt.....				11,511,537	11,511,537	10,904,535
TOTAL.....	\$7,334,432	\$9,542,902	\$5,554,739	\$22,961,749	\$62,878,914	\$15,257,409
				\$123,530,145	\$105,262,791	

LIABILITIES, EQUITY AND OTHER CREDITS

Liabilities:						
Accounts and other payables.....	\$1,205,543	\$ 24,141	\$ 284,225	\$ 6,875	\$ 1,520,784	\$ 1,169,322
Due to other funds.....		2,692,408	338,119		3,030,527	1,988,562
Due to developers for escrow deposits.....	1,072,887	31,000			1,103,887	1,666,033
Due to employee groups and others.....	3,300		2,248,940		2,252,240	1,922,791
Deferred revenue.....	1,457,931	1,152,760			2,610,691	2,216,988
Compensated absences.....					\$ 2,875,203	2,665,247
Bonds and notes payable.....					12,335,000	6,215,000
Bond anticipation notes.....					47,206	74,288
Capital lease obligations.....						
Total liabilities.....	3,739,661	3,900,309	622,344	2,255,815	15,257,409	25,775,538
Equity and other credits:						
Investment in General Fixed Assets.....				\$62,878,914	62,878,914	54,831,316
Fund balance:						
Reserved for encumbrances.....	305,824		1,723,252	20,555,306	2,029,076	3,475,368
Reserved for pension benefits.....					20,555,306	18,343,827
Unreserved:						
Designated for subsequent year's expenditures.....	729,845		3,114,504	103,527	3,947,876	2,432,704
Designated for specific purposes.....	2,559,102	5,642,593	94,639	47,101	8,343,435	6,061,345
Undesignated.....						
Total equity and other credits.....	3,594,771	5,642,593	4,932,395	20,705,934	97,754,607	85,394,560
TOTAL.....	\$7,334,432	\$9,542,902	\$5,554,739	\$22,961,749	\$62,878,914	\$123,530,145
					\$123,530,145	\$105,262,791

GLASTONBURY COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES

All Governmental Fund Types and Expendable Trust Funds
For the Year Ended June 30, 1991 With Comparative Totals For 1990

	GOVERNMENTAL FUND TYPES.....		FIDUCIARY FUND TYPES.....		TOTALS	
	GENERAL		SPECIAL REVENUE		(MEMORANDUM ONLY)	
	GENERAL	CAPITAL PROJECTS	EXPENDABLE TRUST	TRUST	JUNE 30, 1991	1990
Revenues:						
Property taxes.....	\$45,218,677				\$45,218,677	\$39,641,902
Licenses and permits.....	312,495				312,495	342,974
Intergovernmental.....	7,625,526	\$ 291,292	\$ 3,786		9,040,282	8,270,160
Charges for services.....	889,637	2,023,855			2,913,492	2,790,572
Interest.....	696,648	762,748	3,190		1,462,586	1,825,307
Other.....	318,084	253,915	9,702	11,622	593,323	668,917
Total revenues.....	55,061,067	4,160,196	613,095	18,598	59,852,956	53,539,832
Expenditures:						
Current:						
General government.....	371,193		85,843		457,036	427,552
Community development.....	501,689				501,689	516,408
Administrative services.....	5,561,553				5,561,553	5,324,592
Public safety.....	4,446,940				4,446,940	4,448,452
Human resources.....	5,429,235				5,429,235	5,879,384
Leisure/culture.....	1,080,237			15,291	1,095,528	1,052,361
Education.....	1,793,620				1,793,620	1,759,413
Contingency.....						26,709
Capital improvement.....	31,557,081	1,422,946			32,980,027	30,608,820
Debt service.....			8,850,372		8,850,372	3,973,464
Total expenditures.....	2,065,268	1,629,507	8,850,372	15,291	2,065,268	1,529,086
Excess (deficiency) of revenues over expenditures.....	52,806,816	2,530,689	(8,237,277)	3,307	(3,449,030)	(2,006,409)
Other financing sources (uses):						
Bonds and bond anticipation notes proceeds.....			5,550,000		5,550,000	1,950,000
Operating transfers in.....	1,103,713	1,600,420	2,255,574		4,959,707	5,220,156
Operating transfers out.....	(1,435,387)	(3,209,286)	(315,034)		(4,959,707)	(5,220,156)
Total other financing sources (uses).....	(331,674)	(1,608,866)	7,490,540		5,550,000	1,950,000
Excess (deficiency) of revenues and other financing sources over expenditures and other financing uses.....	1,922,577	921,823	(746,737)	3,307	2,100,970	(56,409)
Fund balance, July 1.....	1,672,194	4,720,770	5,679,132	147,321	12,219,417	12,275,826
Fund balance, June 30.....	\$3,594,771	\$ 5,642,593	\$ 4,932,395	\$150,628	\$14,320,387	\$12,219,417

GLASTONBURY CAPITAL PROJECTS FUND
Statement of Expenditures and Encumbrances
Compared With Appropriations for the Year Ended June 30, 1991

	TRANSFERS AND ADJUSTED			EXPENDED TO CURRENT ENCUMBRANCES JUNE 30, 1991	EXPENDED TO ENCUMBRANCES JUNE 30, 1991	DESIGNATED FOR CAPITAL EXPENDITURES JUNE 30, 1991
	APPROPRIATIONS JULY 1, 1990	CLOSED PROJECTS JUNE 30, 1991	APPROPRIATIONS JULY 1, 1990			
Reserve Fund:						
General Government:						
Futures Fund/Land.....	\$ 620,700	\$ 48,500	\$ 669,200	\$ 497,500	\$ 654,000	\$ 15,200
High Street facility-WNA..	500,000	117,439	500,000	117,439	117,439	382,561
Total.....	1,120,700	48,500	1,169,200	614,939	771,439	397,761
Public safety:						
Communication system -						
Police.....	499,000	499,000	499,000	492,680	492,680	3,849
Fire engine.....	100,000	200,000	300,000			300,000
Ambulance facility.....	185,000	210,000	395,000	40,237	87,255	24,810
Total.....	784,000	410,000	1,194,000	532,917	579,935	585,406
Public works:						
Main Street reconstruction	411,485	411,485	411,485	335,264	335,264	76,221
New London Turnpike modification.....	40,000	550,000	590,000	36,625	38,175	49,725
Building Asbestos Removal.	193,315	34,000	227,315	111,063	30,155	141,218
Total.....	644,800	584,000	1,228,800	482,952	68,330	551,282
Parks and recreation:						
Buckingham Park study.....	15,000	65,000	80,000	10,849	4,800	3,200
Swimming pool.....	278,200	278,200	278,200	15,000	3,000	18,000
Eastbury pool.....	400,000	400,000	400,000	47,855	15,023	62,878
Welles Turner Library		384,217	384,217	309,374	309,374	1,168
Asbestos.....	85,000	85,000	85,000	57,505	20,511	500
J.B. Williams Park.....	13,000	70,000	83,000	4,263	19,204	7,789
E. Glastonbury Library.....						
Total.....	791,200	519,217	1,310,417	136,172	371,912	15,443
Total.....	3,923,823	2,006,717	5,926,148	2,097,019	3,345,471	2,483,837

GLASTONBURY CAPITAL PROJECTS FUND

Statement of Expenditures and Encumbrances
Compared With Appropriations for the Year Ended June 30, 1991

	TRANSFERS AND ADJUSTED			EXPENDED TO CURRENT ENCUMBRANCES JUNE 30, 1991	EXPENDED TO ENCUMBRANCES JUNE 30, 1991	DESIGNATED FOR CAPITAL EXPENDITURES JUNE 30, 1991
	APPROPRIATIONS JULY 1, 1990	CURRENT APPROPRIATIONS	CLOSED PROJECTS JUNE 30, 1991			
Education:						
Building studies.....	\$ 100,296		\$ (1)	\$ 100,295		\$ 100,295
Academy roof.....	329,680		(33,636)	296,044	296,044	296,044
Gideon roof.....	64,147	\$ 445,000	(90,755)	418,392	392,047	418,392
Land Fund.....			120,000	120,000	120,000	120,000
Gideon Water Line.....	89,000		89,000			\$ 89,000
Total.....	583,123	445,000	(4,392)	330,039	604,692	934,731
Total.....	3,923,823	2,006,717	(4,392)	5,926,148	2,097,019	3,345,471
Sewer Sinking Fund:						
Ciccone easement.....	30,000	11,857	(1)	11,856	11,856	30,000
Himechaug.....						
New London Turnpike Services.....		12,000		12,000		12,000
WMT Replace Water Line...		75,000		75,000	51,949	1,047
Total.....	30,000	98,857	(1)	128,856	63,805	1,047
Complex Funding/Grants:						
(Capital Projects):						
Town Aid Improved.....	128,762	228,981	357,743	193,767	193,767	88,519
Town Aid Unimproved...	187,072	25,598	212,670			212,670
Main Street shoulder...	278,528	16,471	294,999	237,449	57,550	294,999
GHS renovation.....	8,100,000	150,000	8,250,000	667,101	5,989,575	6,656,676
Firehouses 3 and 4.....	2,135,000		2,135,000	506,128	1,230,339	1,736,467
WPC Dyke construction...	976,318	950,000	(31,925)	899,919	44,474	944,393
VO-AG Center - GHS.....		950,000	950,000	13,356	13,356	5,898
Land/Open space.....	2,000,000		2,000,000	640,866	9,054	649,920
Total.....	13,805,680	1,371,050	(31,925)	15,144,805	2,951,463	7,538,115
Total.....	\$17,759,503	\$3,476,624	\$(36,318)	\$21,199,809	\$5,048,482	\$13,898,854
TOTAL.....	\$17,759,503	\$3,476,624	\$(36,318)	\$21,199,809	\$5,048,482	\$13,898,854

GLASTONBURY STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

Budget and Actual - General Fund For the Year Ended June 30, 1991

	Amended Budget	Actual	Variance Favorable (Unfavorable)
Revenues:			
Property Taxes	\$45,088,804	\$ 45,218,677	\$ 129,873
Licenses and permits	349,300	312,495	(36,805)
Intergovernmental	6,987,075	7,625,526	638,451
Charges for services	825,400	889,637	64,237
Other revenue	829,600	1,014,732	185,132
TOTAL REVENUES	54,080,179	55,061,067	980,888
Expenditures:			
<i>Current:</i>			
General government	398,928	371,193	27,735
Community development	521,679	501,689	19,990
Administrative services	5,685,495	5,561,553	123,942
Public safety	4,926,681	4,446,940	479,741
Public works	5,904,766	5,429,235	475,531
Human resources	1,124,882	1,080,237	44,645
Leisure/Culture	1,892,352	1,793,620	98,732
Contingency	26,410		26,410
Education	32,099,938	31,557,081	542,857
Debt service	2,162,988	2,065,268	97,720
TOTAL EXPENDITURES	54,744,119	52,806,816	1,937,303
Excess (deficiency) of revenues over expenditures	(663,940)	2,254,251	2,918,191
Other financing sources (uses):			
Operating transfers in	1,282,000	1,066,405	(178,287)
Operating transfers out	(1,435,387)	(1,435,387)	
TOTAL	(153,387)	(331,674)	(178,287)
Excess (deficiency) of revenues and other financing sources over expenditures and other financing uses	\$ (817,327)	(1,922,577)	\$2,739,904
Fund balance, July 1		1,672,194	
Fund balance, June 30		\$ 3,594,771	

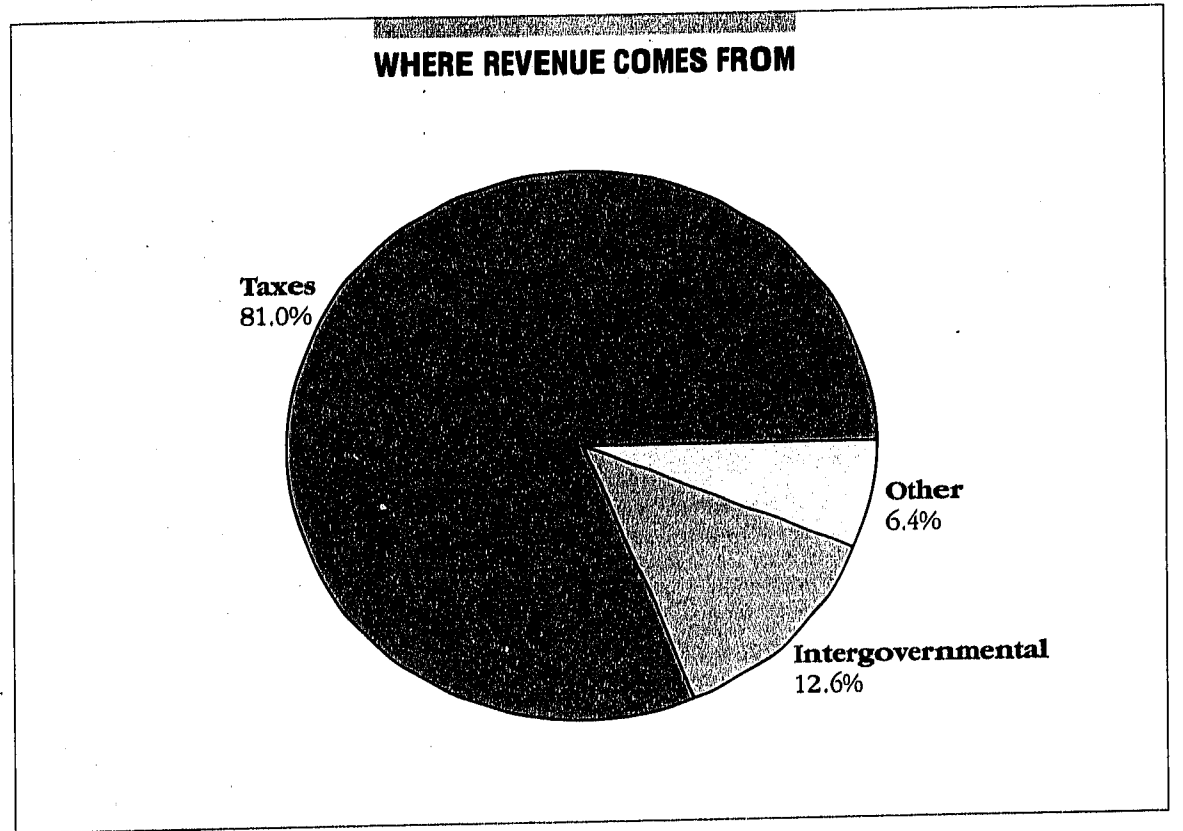
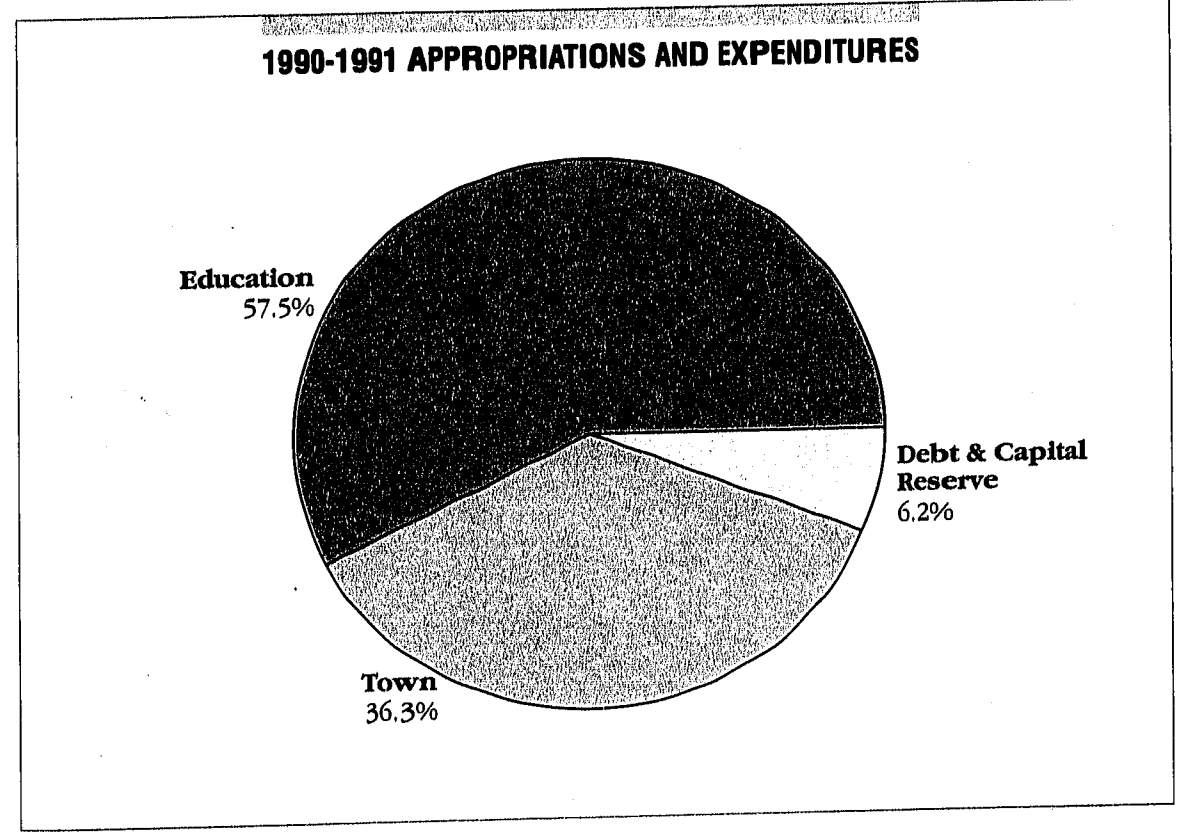
GLASTONBURY GENERAL FUND

Comparative Balance Sheet - June 30, 1991 and 1990

	1991	1990
Assets		
Cash and temporary cash investments	\$4,969,400	\$3,272,758
Investments	275,000	375,000
<i>Receivables:</i>		
Property taxes	1,740,629	958,347
Other	72,504	75,190
Due from other funds		98,588
Inventory, at cost	228,788	199,809
Other assets	48,111	760
TOTAL	\$7,334,432	\$4,980,452
Liabilities and Fund Balance		
<i>Liabilities:</i>		
Accounts and other payables	\$1,205,543	\$736,388
Due to developers for escrow deposits	1,072,887	1,620,033
Due to others for escrow deposits	3,300	2,700
Deferred revenue	1,457,931	949,137
TOTAL LIABILITIES	3,739,661	3,308,258
Fund balance:		
Reserved for encumbrances	305,824	134,567
<i>Unreserved:</i>		
Designated for subsequent year's budget		250,000
Designated for specific purposes	729,845	233,664
Undesignated fund balance	2,559,102	1,053,963
Total fund balance	3,594,771	1,672,194
TOTAL	\$7,334,432	\$4,980,452

SCHEDULE OF LONG-TERM DEBT
Payable for the Year Ended June 30, 1991

	DATE OF INTEREST	ORIGINAL	OUTSTANDING	OUTSTANDING	ANNUAL	DATE OF
	ISSUE RATE (%)	ISSUE	JULY 1, 1990	JUNE 30, 1991	PAYMENTS	MATURITY
Bonds:						
Redevelopment.....	6-01-76 6.0	\$425,000	\$ 25,000	\$ 25,000	\$25,000	6-01-91
Municipal facilities/Firehouse Two.....	9-15-83 6.0	\$1,450,000	580,000	145,000	\$ 435,000	\$145,000 9-15-93
Naubuc and High additions.....	6-01-72 5.0	\$4,235,000	420,000	210,000	210,000	\$210,000 6-01-92
Academy Elementary.....	6-01-76 6.0	\$895,000	45,000	45,000	\$45,000	6-01-91
Salmon Brook Extension.....	6-01-76 6.0	\$460,000	30,000	30,000	\$30,000	6-01-91
South Glastonbury Sewers.....	11-01-78 5.5	\$2,550,000	740,000	150,000	590,000	\$150,000 11-01-91 \$145,000 11-01-93 \$150,000 11-01-94
Apple Hill/Hale Road.....	9-15-83 5.5	\$500,000	200,000	50,000	150,000	\$50,000 9-15-93
School and general public improvements.....	8-15-88 6.9-7.2	\$4,400,000	4,175,000	225,000	3,950,000	\$225,000 8-05-04 \$200,000 8-05-09
School and general public improvements.....	10-15-90 6.0-8.0	\$7,000,000		\$7,000,000	7,000,000	\$470,000 10-15-01 \$460,000 10-15-06
Total bonds.....		\$6,215,000	\$7,000,000	\$880,000	\$12,335,000	



Town Officials

Elected Officials

BOARD OF EDUCATION

Inez Hemlock (*Chair*)
 Forbes Warren
 B. Kent Sleath
 Wendy Morone
 John Frankling
 Karen Klingingsmith
 Alice Maggi
 Helen Stern

BOARD OF FINANCE

Diane Northrop (*Chair*)
 Edward McCabe
 Edward B. Dingley
 Walter F. Hemlock
 James R. McIntosh
 Constantine Constantine

BOARD OF TAX REVIEW

Shaun O'Rourke (*Chair*)
 David Motycka
 William Homes
 John Linderman
 Dennis C. Cavanaugh

FIRE COMMISSION

Kurt Cavanaugh (*Chair*)
 Gilbert Spencer
 Kurt Cavanaugh
 Steven F. Hinchey
 Edward P. Urbansky
 Timothy Low
 Carol Ruff

TOWN COUNCIL

George Purtill
 Patricia V. Low
 Thomas P. Gullotta
 Charles Monaco
 Ted Niehay
 Sonya F. Googins
 Paul Nye
 Robert W. Jenkins
 Richard Mehm

ZONING BOARD OF APPEALS

Robert Gamer (*Chair*)
 Gerald Daly
 Richard C. Brown
 Sandra O'Leary
 David Monaco

Alternates:

Lou Jonah
 David Norige
 Samuel McGill

REGISTRARS

Carolyn Larson
 Joan Kemble

PROBATE JUDGE

Donald Auchter

STATE REPRESENTATIVE

Robert Bowden
 Paul Munns

STATE SENATOR

Michael Meotti

U.S. REPRESENTATIVE

Barbara Kennelly

Appointed Officials

AGRICULTURAL ADVISORY COMMITTEE

J. Baylis Earle (*Chair*)
 Mario Accornero
 Louis Bussa
 Donald Preli
 Henry Rose
 Richard Ferrari
 Deborah McIntosh
 Michael Long

BUILDING BOARD OF APPEALS (CODE REV. COMMITTEE)

Calvin J. Carini
 James W. Dutton
 Larry Vallieres
 David B. Cox
 Graham Tyrol

CABLE TV ADVISORY COMMITTEE

Stephen Jacoby
 Elizabeth Giamalis
 Stanley Zwirn
 Kathleen Lenane

COMMISSION ON AGING

Margaret Meotti (*Chair*)
 Audrey Quinlan
 Paul Love
 Rocco D'Esopo
 Patricia Clark
 Warren Kreiner
 Susan Treiss
 Kay Chester

COMMUNITY BEAUTIFICATION COMMITTEE

Olga Corban (*Chair*)
 Robert G. Shipman
 Dale Schutt
 Marti Curtiss
 Della Winans
 Lewis Middleton
 Linda Sellman

CONNECTICUT RIVER ASSEMBLY

Richard Mihm

CONSERVATION COMMISSION

Peter M. Stern (*Chair*)
 Edward A. Richardson
 Judy Harper
 Karl Wagener
 James Bingham
 Dana B. Waring
 William Patrick

ECONOMIC DEVELOPMENT COMMISSION

Robert Mulcahy (*Chair*)
 Joseph Broder
 Richard Katz
 John Gavin
 W. Michael Low
 Walter Erley
 James M. Lynch
 Peter Preisner

FAIR RENT COMMISSION

Appointed 3/14/89
 Raymond Hoffenberg
 Frank Gantonio
 Jean M. Andreen
 Anna Maturro
 John Hilton
 John Roughan
 Karen Rottner

FINE ARTS COMMISSION

James Litwin (*Chair*)
 Madeline P. Schultz
 Judy Goodwin
 David Blanchard
 Doris S. O'Rourke
 James Casserly
 Gladys Stedman
 Patricia Atherlay
 Mary Kimball
 Dr. Colby Stearns
 Evelyn Preli
 Stephen Nystrup
 Joan Dufford
 Katherine Strough

GLASTONBURY HOUSING PARTNERSHIP

Judy Harper
 Camille Bushnell
 Brian Tyrol
 Ellen Carter
 H. Buhl Kent
 Howard O'Connell
 Robert Arnold
 George Allen
 B.W. Erk
 Barbara Ward
 Rev. John F. Hudson
 Sonya Googins

HISTORIC DISTRICT COMMISSION

Charles L. Miller (*Chair*)
 Mary Lou Barrett
 Louise Walker
 Thomas Theurkauf
 E. Marston Moffatt

HOUSING CODE OF APPEALS

Nelson C. L. Brown (*Chair*)
 Kristine Brown
 Nancy Murray

HUMAN RELATIONS COMMISSION

Peter Preisner
 Franklin Eichacker
 Joanne Leventhal
 Fran Pappas
 Chandra Stino
 Charles W. Brown
 George Allen

INCORPORATORS OF THE FREE ACADEMY

Richard Mihm
 Robert L. Henderson
 William B. Glotzer

INSURANCE ADVISORY COMMITTEE

Jack Sulger (*Chair*)
 Edward B. Eliason
 Robert J. Hager
 Alex Thomas
 Nick Merritt
 Jack Jobson
 John R. Manter

JURY COMMITTEE

Henry A. Kinne
 Mary Lou Feeney
 Lucretia Seidel

OLDE TOWN TOURISM BOARD

Sharon Purtill
 Ed Kamis
 Deborah Lessne

PERSONNEL APPEALS BOARD

Arthur Colby, Jr.
 John P. Higgins
 John Kruse
 Richard Katz
 Eric Lessne

PUBLIC BUILDINGS COMMISSION

H. David Megaw (*Chair*)
 Herbert W. Behrens
 Paul Haas Jr.
 John Franckling
 David B. Cox
 Forbes Warren
 Gus Constantine

PUBLIC HOUSING AUTHORITY

James Noonan (*Chair*)
 Helen Behrens
 Robert Googins
 Zelda Lessne
 Cheryl Deschene

RECREATION COMMISSION

Betsy Katz (*Chair*)
 Lynn Hazard
 Nancy Klaffky
 Richard Insinga
 Joseph Blacksten

TOWN PLANNING & ZONING COMMISSION

Dr. Micheal F. Lepore (*Chair*)
 Toni Dolan
 Thomas Stino
 Beth Karsten
 H. Buhl Kent
 William Olsson

Alternates:

Scott Lessne
 John C. Gavin
 Barbara Nebb

WELLES-TURNER LIBRARY BOARD

Mark K. Branse (*Chair*)
 Jane Brown
 Gloria Symington
 Della Schultz
 Blakeslee Lloyd
 Martha A. Poole

YOUTH & FAMILY SERVICES COMMISSION

Stephen Jacoby (*Chair*)
 Raymond Rayburn
 Shana Ellovich
 Richard King
 Susan Motyka
 Susan Katibian
 Donna Barnett
 Sandra Rose
 Lillian Tibbles

TERCENTENNIAL COMMITTEE

Betsy Katz (*Co-Chair*)
 Tink Henderson (*Co-Chair*)

Galen "Hap" Shepherd
 Atty. Harvey Katz
 Charles Ames
 Nancy Lepore
 Donald Reid
 Marjory McNulty
 John Monaco
 John Waterhouse
 Dr. John Raycroft
 Barbara Ralston
 Janice Wells

Ex-Officio Members:

Patricia V. Low
 Jean Greene
 Nancy Berlet
 Robert DiBella



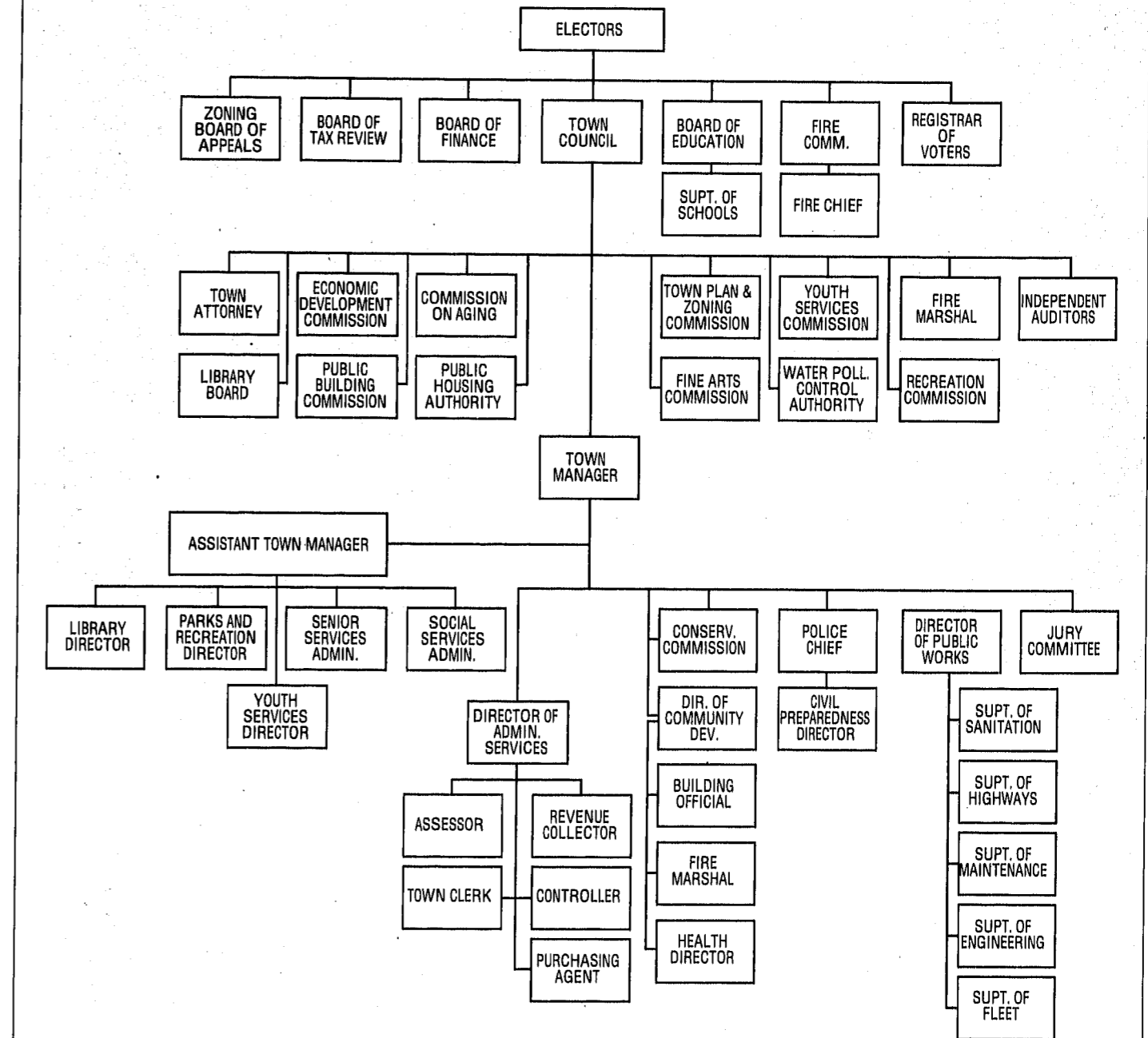
Each year the Town Council holds it's Appreciation Dinner for members of the Town's many citizen Boards and Commissions.

Town Administration

TOWN ADMINISTRATION

Town Manager	Richard S. Borden Jr.
Assistant Town Manager	Richard J. Johnson
Chief of Police	James M. Thomas
Community Development Director	Kenith E. Leslie
Director of Finance and Administrative Services	G. Ted Ellis
Director of Public Works/ Town Engineer	S. Robert Pryzby
Assessor	Leon Jendrzejczyk
Building Official	Bernard A. Dion
Building Maintenance Superintendent	Ralph F. Mandeville Jr.
Civil Preparedness	Robert F. DiBella
Collector of Revenue	Madeline Rettberg
Controller	Lisa A. Martin
Director of Health (<i>Acting</i>)	David Boone
Engineering Superintendent	Chester G. Hamlin
Fire Chief	Mario Accornero
Fire Marshal	Christopher Siwy
Fleet Superintendent	Thomas O. Tierney
Highway Superintendent	Edward Carini
Housing Authority Director	William Willett
Library Director	Roberta J. Depp
Parks & Recreation Director	Raymond E. Purtell
Purchasing Agent	John A. Makiaris
Sanitation Superintendent	Michael J. Bisi
Senior Services Administrator	Jennifer B. DiMauro
Social Services Administrator	Jo-Ann Dorn
Town Attorney	William S. Rogers
Town Clerk	Edward J. Friedeberg
Youth and Family Resources Director	Edmund J. Meincke

ORGANIZATIONAL CHART



**MEETING SCHEDULES
BOARDS, COMMISSIONS AND COMMITTEES**

Town Council	2nd and 4th Tuesday
Board of Education	1st and 3rd Monday
Board of Finance	3rd Tuesday
Board of Tax Review	As required
Building Board of Appeals/ Code Review Committee	As required
Commission on Aging	4th Monday
Community Beautification Committee	2nd Wednesday
Conservation Commission	2nd and 4th Thursday
Economic Development Commission	1st Monday
Fine Arts Commission	2nd Monday
Fire Commission	2nd and 4th Thursday
Historic District Commission	As needed
Town Plan & Zoning Commission	1st and 3rd Tuesday
Public Housing Authority	3rd Wednesday
Recreation Commission	1st Monday
Safety Committee	4th Monday
Water Pollution Control Authority	2nd and 4th Wednesday
Housing Code of Appeals	As needed
Human Relations Commission	Quarterly
Incorporators of the Free Academy	As needed
Insurance Advisory Committee	As needed
Olde Town Tourism Board	As needed
Personnel Appeals Board	As needed
Public Buildings Commission	1st Wednesday
Welles-Turner Library Board	3rd Monday
Youth & Family Services Commission	2nd Wednesday
Zoning Board of Appeals	1st Monday
Fair Rent Commission	As needed

*The above noted schedules are subject to modification during the year.
All changes are recorded with the Town Clerk.*

1992

JANUARY							FEBRUARY							MARCH							APRIL						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4						1	1	2	3	4	5	6	7				1	2	3	4	
5	6	7	8	9	10	11	2	3	4	5	6	7	8	8	9	10	11	12	13	14	5	6	7	8	9	10	11
12	13	14	15	16	17	18	9	10	11	12	13	14	15	15	16	17	18	19	20	21	12	13	14	15	16	17	18
19	20	21	22	23	24	25	16	17	18	19	20	21	22	22	23	24	25	26	27	28	19	20	21	22	23	24	25
26	27	28	29	30	31	23	24	25	26	27	28	29	29	30	31	26	27	28	29	30							

MAY							JUNE							JULY							AUGUST						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2		1	2	3	4	5	6	1	2	3	4							1	2	3	4	
3	4	5	6	7	8	9	7	8	9	10	11	12	13	5	6	7	8	9	10	11	2	3	4	5	6	7	8
10	11	12	13	14	15	16	14	15	16	17	18	19	20	12	13	14	15	16	17	18	9	10	11	12	13	14	15
17	18	19	20	21	22	23	21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22
24	25	26	27	28	29	30	28	29	30	26	27	28	29	30	31	23	24	25	26	27	28	29	30	31			

SEPTEMBER							OCTOBER							NOVEMBER							DECEMBER							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
			1	2	3	4	5				1	2	3	1	2	3	4	5	6	7				1	2	3	4	5
6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12	
13	14	15	16	17	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19	
20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26	
27	28	29	30	25	26	27	28	29	30	31	29	30	27	28	29	30	31											

1993

JANUARY							FEBRUARY							MARCH							APRIL							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
					1	2				1	2	3	4	5	6	1	2	3	4	5	6	7				1	2	3
3	4	5	6	7	8	9	7	8	9	10	11	12	13	7	8	9	10	11	12	13	4	5	6	7	8	9	10	
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24	25	26	27	28	29	30	28	28	29	30	31	28	29	30	31	25	26	27	28	29	30							

MAY							JUNE							JULY							AUGUST						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1					1	2	3	4	5				1	2	3	1	2	3	4	5	6	7
2	3	4	5	6	7	8	6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14
9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21
16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28
23	24	25	26	27	28	29	27	28	29	30	25	26	27	28	29	30	31	29	30	31							

SEPTEMBER							OCTOBER							NOVEMBER							DECEMBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4				1	2		1	2	3	4	5	6				1	2	3	4		
5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13	5	6	7	8	9	10	11
12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20	12	13	14	15	16	17	18
19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27	19	20	21	22	23	24	25
26	27	28	29	30	24	25	26	27	28	29	30	28	29	30	26	27	28	29	30	31							

**TOWN ADMINISTRATION
TELEPHONE DIRECTORY 1992-1993**

For Information On	Call	Phone	Ext
☐ Accounts Payable Administration Assessment	Accounting Town Manager Assessor	659-2711 659-2711 659-2711	244 200 260
☐ Birth Certificates Building Permits	Town Clerk Building Office	659-2711 659-2711	268 221
☐ Civil Preparedness	Civil Preparedness	659-6234	
☐ Death Certificates Deeds	Town Clerk Town Clerk	659-2711 659-2711	268 268
☐ Demolition Permits Dog Licenses	Building Office Town Clerk	659-2711 659-2711	221 268
☐ Dog and Animal Problems Drainage Problems	Animal Control Officer Public Works	633-8301 659-2711	
☐ Electrical Permits Elderly Dial-A-Ride	Building Office Senior Services	659-2711 659-2711	221 295
☐ Elderly Municipal Agent Engineering	Senior Services Public Works	659-2711 659-2711	295 344
☐ Health Matters Highways	Health Department Highway Superintendent	659-2711 659-2711	281 361
☐ Inland Wetlands	Community Development	659-2711	211
☐ Landfill Permits Library	Public Works Welles-Turner Library	659-2711 659-2733	344
☐ Marriage Licenses	Town Clerk	659-2711	268
☐ Nursing	Visiting Nurse Association	633-3521	
☐ Personnel Planning	Town Manager/Personnel Community Development	659-2711 659-2711	201 211
☐ Plumbing and Heating Permits Probate Court	Building Office Judge	659-2711 633-3723	221
☐ Recreation Recreation Scheduling	Recreation Department Answering Machine	659-2711 659-2731	317
☐ Registration of Voters	Registrars' Office	659-2711	278
☐ Sanitary Inspection Snow Removal and Streets	Health Department Highway Superintendent	659-2711 659-2711	281 361
☐ Street and Traffic Control Signs	Police Department Police Department	633-8301 633-8301	
☐ Taxes Trees	Collector of Revenue Parks and Recreation	659-2711 659-2711	251 316
☐ Voting	Registrar of Voters	659-2711	278
☐ Welfare	Social Services	659-2711	288
☐ Youth Activities & Family Counseling	Youth & Family Resource Center	659-2711	300

**FIRE AND
POLICE
EMERGENCY
911**

**Routine Calls
Police Department
633-8301**

**GLASTONBURY BOARD OF EDUCATION
TELEPHONE DIRECTORY 1992-1993**

Central Office	Contact Person	Phone	Ext
☐ Superintendent of Schools	R. Stephen Tegarden	633-5231	400
☐ Deputy Superintendent	Jacqueline Jacoby	633-5231	410
☐ Assistant Superintendent	Edward Schofield	633-5231	405
☐ Business Manager	Sharon Smith	633-5231	450
☐ Food Services Director	Brad Devlin	633-5231	452
☐ Volunteer Office	Ginger Moore	633-5231	558
☐ Transportation/Communication	Rita Gagnon	633-5231	430
Curriculum Director			
☐ Art	Daniel Roach	633-5231	462
☐ Athletics	Raymond Nicolletta	633-5231	486
☐ English	Richard Dlugos	633-5231	423
☐ Foreign Language	Christine Brown	633-5231	464
☐ Math	Linda Ball	633-5231	421
☐ Music	Leslie Hunt	633-5231	463
☐ Physical Education/Health	Basil Roberts	633-5231	480
☐ Science	Kenneth Roy	633-5231	487
☐ Social Science	Deborah Willard	633-5231	422
☐ Vocational Education	Bruce Hassan	633-5231	491
☐ Guidance Department/Director	Virginia Gordon	633-5231	590
☐ Special Education	Gina Vance	633-5231	415
☐ Special Education	Gary Nolf	633-5231	415
Glastonbury High School			
☐ Principal	Alan Bookman	633-5231	580
Gideon Welles School			
☐ Principal	Thomas Russo	633-5231	530
Academy School			
☐ Principal	Carol Sue Schmidt	633-5231	500
Buttonball School			
☐ Principal	Patricia DaSilva	633-5231	550
Eastbury School			
☐ Principal	William McDermott	633-5231	570
Hebron Avenue School			
☐ Principal	Mary Ann Manchester	633-5231	510
Hopewell School			
☐ Principal	Peter Maluk	633-5231	565
Naubuc School			
☐ Principal	D. Patricia Hatch	633-5231	520

NOTES



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