



**THE  
Glastonbury  
STORY**

**ANNUAL REPORT  
1997-1998**

# THE Glastonbury STORY

## LOCATION

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

## AREA

52.5 square miles, 33,600 acres.

## POPULATION

Approximately 29,000.

## LAND USE

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

## FORM OF GOVERNMENT

Town Council, Town Manager, Board of Finance.

## TOWN HALL

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



## TAX RATE

29.9 mills July 1998.

## NUMBER OF VOTING DISTRICTS

Eight.

## NET GRAND LIST

On October 1, 1997,  
\$1,897,601,060.

## STATE REPRESENTATIVES

Sonya Googins (R) 240-8700  
Christopher Stone (D) 240-8500

## STATE SENATOR

Mary Ann Handley (D) 240-8600

## U.S. CONGRESSMAN

John Larson, 278-8888

## U.S. SENATORS

Joseph Lieberman, 240-3566  
Christopher Dodd, 240-3470

## 1998-1999 GOVERNMENT

Town Manager: Richard J. Johnson,  
Town Council: Kurt P. Cavanaugh,  
Chairman; Sharon H. Purtill, Vice  
Chairman; Marti Curtiss, Judith A.  
Stearns, Thomas F. Flanagan, H.  
David Megaw, Walter J. Cusson,  
Sheenu Srinivasan, and B. Kent  
Sleath.

*About the cover: Aerial photograph of  
Glastonbury Center looking south from  
Somerset Square. Copyrighted Garen  
Photography 1997.*

# Vision Statement

Building on over 300 years  
of tradition and heritage,

## Glastonbury

continues to balance the preservation  
of its natural resources with the  
evolving needs of our community.

Through positive community partnerships,  
careful planning, and professional  
management, we are committed to  
the highest levels of responsive and equitable  
service, integrity, and fiscal responsibility.

Ongoing innovation, regional cooperation,  
and effective leadership will ensure that  
Glastonbury will always be a great place  
to live, learn, work, and do business.



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## TOWN COUNCIL



*Kurt P. Cavanaugh,  
Chairman*

Our community is entering an era of major development not seen since the late 1960's and early 1970's. The choices that you, the voters, and we, as your Town Council, will make over the next few years will have a profound impact on the future of Glastonbury and the quality of life of its citizens.

In the Fall of 1997, the Council voted to purchase 45 acres of river front property on Welles Street, known as the Liebler property.

The Liebler property is currently under a Master Plan review by members of the Council, and various boards and commissions. Possible outcomes for the land are a community fairground, ball fields, a river walk, and Community Center. Also this term, the Council appointed a committee to study potential uses for the Town Hall/Academy School Complex. This Committee, too, consists of members of the Council, and boards and commissions.

In June the Town Council purchased the 148 acre LaCava property at a below market price using bonding authorization from our Land Acquisition Fund and dollars from the Undesignated Fund Balance. Following that, a decision was made to ask voters in a referendum to build a new 197,000 square foot Middle School on 35± acres of this property. The remaining property has the potential to expand our recreation and sports programs and to fulfill our goals of increasing open space.

The Welles-Turner Memorial Library project continues to move forward. This addition and renovation approved by voters in referendum is on schedule and within budget.

A public/private partnership with the Little League produced completed renovations to the Butler Field baseball fields. This partnership allowed improvements to be made while saving taxpayer dollars.

While viewing Council meetings from your living room, you may have noticed a new look for the Council Chambers. As part of

ongoing improvements to Town Hall, the Council Chambers refurbishment consisted of new lighting, drapes, carpeting and seat covers. The new colors are more camera-friendly, and provide a more professional appearance when visited by you and your neighbors, and others who make presentations before us.

In an effort to achieve greater efficiency and cost effectiveness, the Council approved the position of Director of Building Services. The Director is responsible for coordinating Capital building projects for the Town and Board of Education. This position will, over time, become more valuable as the town keeps pace with the demands of our growing community.

The Council also approved higher thresholds for competitive bids and Request for Proposals based on a recommendation from our Efficiency in Government Committee, made up of people from the community. This improvement will allow the town to purchase goods and services in a substantially more economical and efficient manner.

It is an interesting, and at the same time, challenging period to be a member of the Glastonbury Town Council. The opportunities and possibilities that these times present will be matched with thoughtful deliberation and prudent decision-making. The outstanding reputation that Glastonbury enjoys as a community in which to buy a home, raise a family, educate our children, do business and to pursue happiness, has been built upon by years of dedicated service and commitment to excellence by Councils before us, and the support and involvement from citizens like you. Our success is the story of the state. It shall be our duty to continue that great tradition. Glastonbury's best years remain before us.



*Front Row: Sharon H. Purtill, Kurt P. Cavanaugh,  
Marti Curtiss, B. Kent Sleath, Judith A. Stearns.  
Back Row: Sheenu Srinivasan, Walter J. Cusson,  
Thomas F. Flanagan, H. David Megaw.*



Richard J. Johnson,  
Town Manager

## TOWN MANAGER

The 1997-1998 Annual Town Report presented on the following pages recounts the many accomplishments and achievements of the past year. I am pleased to have this opportunity to highlight a number of our successes.

- ▶ Acquired the 45 acre Liebler and 8.5 acre Carson river front properties, and purchased 85± acre former Greylodge Farms property in East Glastonbury.
- ▶ Initiated operation of town-owned Minnechaug Golf Course under lease with New England Golf, Inc. Agreement provides for first time revenue to Town from golf course operation.
- ▶ Reduced municipal insurance costs by over \$300,000 annually through comprehensive rebid of insurance package while maintaining and improving coverage levels.
- ▶ Negotiated Purchase and Sale Agreement for acquisition of 148± acre LaCava property.

Glastonbury's financial condition remains strong. The October 1, 1997 net taxable Grand List grew by approximately \$46 million, or 2.5%, to a new total of \$1.89 billion. Grand List growth continues to result primarily from residential real estate. Approximately 74% of the \$46 million increase is attributed to residential real estate with the majority of other growth resulting from personal property and motor vehicles. 7.6% of the Grand List increase results from commercial/industrial assessments.

Although the 1998-1999 Town Operating Budget adopted in March required a

3/10ths of a mill increase, the tax rate has remained essentially flat over the past 6 years. The needs of a growing community will continue to put pressure on the tax rate in the coming years. This is particularly true given the needs for new and expanded schools, parks, and other municipal facilities and services. However, prudent fiscal management has Glastonbury well positioned to meet these and other challenges in the years ahead.

Several budget and financial related successes are noted below.

- ▶ One of only 7 Connecticut municipalities to receive the Government Finance Officers Association Distinguished Budget Presentation and Excellence in Financial Reporting Certificates.
- ▶ Received favorable annual audit report for fiscal year ended June 30, 1997 with no reportable conditions.
- ▶ Maintained Aa1 Moody's Investor Service rating. Moody's rated Glastonbury highly on all factors.

Several other accomplishments of the past year include:

- ▶ Completed work on a the new Police Communications Tower through a cooperative lease arrangement with SNET. With an estimated cost of \$500,000, the tower was constructed at no cost to the Town.
- ▶ Established the Department of Building Services to coordinate and manage capital building and large scale building maintenance projects for the Town and Board of Education.
- ▶ Completed construction of a multi-

town Household Hazardous Waste Collection Facility. Glastonbury served as lead community for this project which is now in operation.

A variety of projects are expected to move forward in the coming fiscal year. Highlights include:

- ▶ The Welles-Turner Memorial Library renovation and expansion is on schedule for early 1999 completion.
- ▶ A Middle School referendum is forecast for Fall 1998. Subject to voter approval, design, bidding and construction is expected to move forward on a very ambitious schedule for a Fall 2000 opening.
- ▶ Liebler property and Academy School master planning process will begin over summer months.
- ▶ The Town-owned Gateway Corporate Park will be marketed through a Request for Proposal process.
- ▶ Open space acquisition efforts will continue in accordance with the Town's land acquisition goals.
- ▶ Construction of the two new hotels approved for Somerset Square is expected to begin in 1999.

As documented above and throughout this report, 1997-1998 was a successful year for the Town of Glastonbury. I want to express my sincere thanks and appreciation to the professional staff, board and commission members, residents and others who consistently dedicate their time, efforts and talents on behalf of the community. Without their collective efforts, the successes and accomplishments highlighted throughout this annual report would not be possible.

Richard J. Johnson, Town Manager

## BOARD OF EDUCATION

The Glastonbury Board of Education sets the policy and helps to direct the education program for its 5,800 students. The Board oversees the educational and facility planning, the allocation of resources and the staffing of the town's eight schools and the East Hartford-Glastonbury Magnet School.



Suzanne Galvin,  
Board of  
Education  
Chairperson



Jacqueline  
Jacoby,  
Superintendent  
of Schools

The 1997-98 school year was a year of continued growth for the Glastonbury Public Schools. The student population has been steadily increasing throughout the nineteen nineties. After a number of formal studies of both enrollment projections and current instructional space, the Board of Education issued a blueprint for the future with The Long Range Facilities Plan. The plan outlined the specific space needs and proposed a long term solution, the construction of a new grade 7-8 middle school, addition of science lab and classroom space at Glastonbury High School and construction of a new elementary school.

Educational programs to meet the specific needs of our students have grown as well. A description of the system's educational issues, priorities and accomplishments follows.

## Technology

The Board of Education's long range Technology Plan is in its third year and has included the installation of four multi-media computers in every fifth grade classroom, one computer in every third grade classroom and the updating of two computer labs at Glastonbury High School as well. Detailed, technology based instructional units have been added to the Grade 3-5 curriculum. The intent of the plan was to increase the use of technology in increments by focusing first on the fourth grade and fifth grade and then increasing technology for sixth graders at Academy in 1998-99.

At Gideon Welles, small portable computers called E-Mates have been used by students in English, History and Science. Their ease of use and flexibility have made them an ideal tool for middle school learning. The Guidance offices at Glastonbury High School were also added to the computer network. Wiring and networking infrastructure continued across the school system.

The library media centers in the elementary schools gained full telecommunication capability and connected to classrooms and to their respective school office. Library automation for inventory and check out of materials has been accomplished at both secondary schools and is in process at the elementary level.

A cooperative program sponsored by the PTSO, the elementary PTOs and the Board of Education brought high quality after school technology training to elementary teachers. Ongoing staff



*"The overall goal of the Glastonbury Public Schools is to raise the academic expectations and achievement for all students."*







development and summer workshops for teachers have helped to tie the benefits of technology to the K-12 curriculum. The impact of technology on instruction continues to grow and the specific area of telecommunication has produced the most profound new learning opportunities for our students.

## Curriculum and Instruction

The overall goal of the Glastonbury Public Schools is to raise the academic expectations and achievement for all students. During 1997-98, there were a number of benchmarks which could be used to evaluate our success in raising standards for all students.

### First Grade Spanish

All first grade students began introductory Spanish three times a week. The progress shown in learning basic vocabulary and in linking this learning to reading and writing in English has already been very positive.

### State wide Standardized Testing, CMT and CAPT

The students in grades 4, 6, 8 and 10 statewide undergo extensive and academically challenging tests. Glastonbury students scored consistently higher than both the state averages and the average scores of similar communities. In addition, the student scores have continued to improve since the state wide testing program began in 1992. The results in Mathematics and in Science have been among the leading scores in the state of Connecticut.

### Instructional Priorities

One of the reasons for improved academic

achievement has been the cluster of initiatives involving elementary student learning. Early literacy efforts to prevent reading failure have met with continual, documented success. The pilot summer school program for third graders has been expanded to include students from the five elementary schools and the magnet school.

In addition, mathematics learning packets have been sent home for summer use by elementary students, and the summer reading program for elementary and secondary students has been increasingly successful. Teacher learning during the summer has also been a priority. Over thirty workshops focusing on technology, reading, writing, social studies and science were offered during the summer months.

### Advanced Placement Courses at Glastonbury High School

The number of GHS courses which offer college credit under the Advanced Placement Program was increased significantly. The AP courses are both highly demanding and highly structured. This academic program meets well defined national standards and is recognized as college level work by leading universities throughout North America. A growing number of Glastonbury High School students take one or more of the twelve Advanced Placement courses and plans exist to increase the number of AP offerings.

## The Future

The Board of Education of the Glastonbury Public Schools will continue to focus on its priorities, facility needs at all levels, extension of the use of technology in learning and increased academic expectations and achievements during the 1998-99 school year.



## TOWN ATTORNEY



Jean M. D'Aquila,  
Town Attorney

Halloran & Sage LLP has continued to serve as Glastonbury's Town Attorney in 1997 and 1998. We have been honored to assist the Town of Glastonbury with its legal needs. During this period, we have represented the Town in numerous land acquisitions, including the purchase of the Liebler property in the area of Welles and Main Street, the Saglio property (Greyledge Farms) and the LaCava property located east of Addison Road. We have also assisted the Town in its tax collections efforts, contracts, legal questions, and planning and zoning matters. On June 24, 1998, we presented a workshop session on parliamentary procedure which was attended by numerous Town Officials and Board and Commission members.

We continue to be extremely impressed with the high degree of dedication and commitment of the Town's elected and appointed officers and employees. When we have questions on matters or require input from Town Officials, we can always count on their availability, cooperation and support. We look forward to further challenging and interesting legal work and service on behalf of the Town of Glastonbury.

## PROBATE COURT

The Probate Court for the District of Glastonbury provides a broad range of services in accordance with its mandates under Connecticut General Statutes. These include services to mentally ill and incapable adults as well as adults with mental retardation; guardianship of the estate and person of minors; terminations of parental rights; adoptions; paternity matters; changes of name; marriage waivers; decedents' estates; trust estates and performance of marriages. The Court also processes passport applications.

I have been privileged to continue to serve on the Connecticut Probate Assembly's Executive Committee and its Regulations Subcommittee, and have continued to serve as chairperson of the Probate Assembly's Conservator/Guardian Standards Committee. This past year the Probate Assembly suggested a number of legislative initiatives affecting both the administration and the jurisdiction of the probate courts. Our decedents' estates streamlining committee submitted its final report which was adopted by the Assembly, with the result that effective October 1, 1998, a number of matters which were routinely set for formal hearings will only have such hearings upon request of an interested party after receiving notice from the court. Another streamline committee for conservatorship matters will be undertaking its duties in late 1998 and into 1999. The Probate Assembly is presently working on a plan to create a trust fund - paid for by a small surcharge on decedents' estates - which will be available for compensating the victims of fiduciary or attorney negligence or misappropriation of funds. This will increase significantly the protection which probate courts will be able to provide to persons interested in the estates of decedents.

Now completing the second year with a gradually declining system of death taxes in the State, the Glastonbury Probate Court continues to be financially healthy and shows every indication of remaining so. It is expected that over time the new structure of taxing estates will result in some of the smallest courts (serving substantially fewer than 20,000 people) merging with other courts due to decreased volume. In the meantime, the Glastonbury Probate Court has set a record this year for the processing of passport applications, handling nearly 900 to date.



Donald L. Hamer,  
Judge of Probate

Ms. Esther Buffington continues as the Chief Clerk of the Court, and Patricia M. Kepler as the Assistant Clerk. Retired Clerk Allene M. Scaglia may still be found at the court from time to time as an assistant clerk when Esther or Pat is away.



State Representative Sonya Googins and Officer Lisa Hyson try out the recently installed mobile data terminal.



Officer Tom Carpenter, a member of the Police Bike Patrol.

## POLICE DEPARTMENT

The Glastonbury Police Department showed an 11.25% increase in the number of cases handled during fiscal year 1997-1998.

Traffic - 11,352  
Services - 7,598  
Criminal - 4,256

There was a minor decrease in both the number of reported criminal cases and service calls, and a significant increase in the traffic related calls, from the previous year.

An innovative approach was used to meet our emergency communications needs and to avoid \$500,000 of construction and equipment costs. The existing radio tower had reached its maximum bearing load. This prevented the Fire Department from a much needed radio up-grade. SpringWich, a subsidiary of the Southern New England Telephone Company, needed a cellular telephone site in the vicinity of the Police Department. It was determined that the needs of both parties could be met. In the spirit of cooperation with the Town, SpringWich erected a new building and radio tower and was able to meet the cellular telephone demands of this area. The Town gained a state-of-the-art building and radio tower, which not only meets our current needs, but allows for future expansion.

The Department is participating in a statewide "Buckle Up" Safety Program which reflects the increase in traffic enforcement. It also has conducted numerous Child Safety Restraint Training

Programs to show residents the correct method of installing child safety seats. Seat belt usage among motorists has increased significantly, as a result of education and enforcement efforts.

Through a State grant, the Department has installed mobile data terminals in all of the patrol vehicles. The officers now have immediate access to check motor vehicle information and criminal history without going through the dispatcher. The officers also have the ability to type their reports on these laptop computers.

Another grant was awarded to the Department to increase bicycle patrols during the summer months. Additional officers are now patrolling the recreation areas and the central business district on bicycles.

Working with the Chamber of Commerce, the Department held a series of workshops and seminars for the Glastonbury community in an attempt to reduce exposure to fraud, bad checks and other related crimes. This program was very well received by the members of the Chamber.

The Youth Unit continues to take a proactive and preventive approach in public safety by running many special programs for the youths of the community. A total of 226 presentations were given to approximately 8,050 youths. These programs begin at the preschool level with Safety Village, and progress to Officer Friendly, and the DARE Program, culminating with courses at the high school level.

## CIVIL PREPAREDNESS

The office of Civil Preparedness coordinates all activities in times of man-made or natural disasters, and serves as a member of the Local Emergency Planning Committee.

The office is very active in planning for manpower, equipment and community needs through continual updating of information, regulations and equipment. The office conducts checks of materials and equipment, including the town warning sirens.

In disaster situations, the office updates information and instructions to citizens via its disaster information telephone number (652-7578). A state-of-the-art mobile telecommunications van is equipped to function as back-up should the Town's main system fail.

Radio station 1570 AM, WPII600, provides emergency and traffic information to the citizens of Glastonbury 24 hours a day, 7 days a week. A digital voice storage programmer was added to the station which allows for management of a 1000 message audio library on an internal hard disk. Glastonbury is the only municipality in the State with a radio station of this type.

## FIRE DEPARTMENT

The Glastonbury Fire Department, through its four companies and approximately 125 members, provides fire suppression, fire prevention, and rescue services throughout the Town.

We are proud of the accomplishments in training in the past few years and have boasted an 87%

certified roster at least to the entry level of Firefighter I. With the scheduled courses for this year, that percentage will move well into 90% before the millennium.

The "Fire Cadet" Program guided by several tireless advisors provides youth ages 14 and up an opportunity to explore the fire service, while helping them learn organizational skills and leadership. Eleven of these very capable young people are joining the department this spring.

Highlights of the 97/98 year included an evaluation of apparatus needs regarding rescue and water supply on wheels, and final approval for the Fire Training facility was received.

If you have a desire to become a volunteer firefighter, call the Fire Chief's office at 652-7555.

## AMBULANCE ASSOCIATION

Glastonbury Volunteer Ambulance Association, Inc. provides ambulance service in the Town twenty-four hours per day, seven days per week. Each of the 35 volunteers are state-certified Emergency Medical Technicians (EMTs) trained in emergency medical care and early cardiac defibrillation. Each ambulance crew includes an intermediate-level EMT who can provide intravenous access and advanced airway management, as needed. Additionally, the Association provides CPR and First Aid training to members of the community.

If you would like to learn more about the organization and its community training classes, or if you are considering volunteering your time, please call us at 633-6554. A member will be happy to answer your questions.



Public Information Officer Lu Seidel composes and records public safety, traffic, and disaster related messages, using the Instant Replay digital recorder and playback machine.



Members of the Glastonbury Volunteer Fire Department in action.



Participants in the costume contest at the annual senior Halloween dance.



Seniors participating in the annual 'A Chili Night in Glastonbury' - Diana Murray, Cathy Budries, Sophie Roberts, and Betty Giamalis.

## SENIOR SERVICES

The Senior Services Department operates as a community focal point for the coordination of multi-purpose services and programs, for Glastonbury seniors who are living independently or with families in the community. The department services town residents age sixty years old and over, in order to promote independence, personal enrichment and an enhanced quality of life.

The Senior Services Department provides a wide variety of services and programs to Glastonbury's older residents. The Dial-A-Ride program provides accessible in-town transportation for seniors and disabled adults. The department also offers seniors a daily nutritious lunch program.

*"Promoting independence, personal enrichment and an enhanced quality of life"*

The Elderly Outreach Program helps frail and homebound seniors access the information and services needed to remain independent in the community. The Longevity Club is a program for frail seniors which offers stimulating mental and physical activities in a structured, supervised setting. A variety of town sponsored cultural, recreational and wellness programs are offered at the Senior Center and at various locations throughout

the town. Information on services and programs for seniors is available through a monthly informational newsletter, The Sharing Tree, which is distributed to approximately 1750 Glastonbury households.

The Senior Services Volunteer Program helps the community face the challenge of providing necessary services with limited resources. Approximately 100 volunteers donate their time and talents to offer a wide variety of services that benefit Glastonbury seniors.

- ▶ Provided Elderly Outreach Services to 455 Seniors and their families, a 25% increase in service. This program assists seniors in maintaining their physical, social and financial independence by providing information, referral, and in-home support services to seniors and their families.
- ▶ Developed a variety of new Senior Center Programs which led to an 18% increase in participation.
- ▶ Developed the Friendly Shopper Program, a volunteer shopping service, in cooperation with the Breakthrough to the Aging.
- ▶ Provided 17,308 rides to senior and disabled residents through the Dial-A-Ride Program, a 4% increase in service.
- ▶ Accommodated the need for dedicated, accessible space for the Senior Luncheon Program and provided 11,469 nutritious lunches, a 7% increase in service.

## SOCIAL SERVICES

The Social Services Department strives to promote the well-being, self-sufficiency and quality of life among Glastonbury residents by administering and developing programs and initiatives which provide individuals and families with the necessary support and opportunities to realize their fullest potential. State sponsored programs administered by the department include the Community Employment Incentive Program, Energy Assistance, Renters' Rebate, Operation Fuel and the Self-Initiated Food Stamp Community Service Program.

Local programs include: Case Management, CROP Walk, Discretionary Funds, Eviction/Ejectment/Public Auctions, Food Bank, Fuel Bank, Health Care Provider Registry, Holiday Programs, Recreational Fee Waivers and Salvation Army Funds. In addition to administering these programs, the department also provides advocacy, assessments and information and referral services.

The Social Services Administrator serves as the staff liaison to the Human Relations Commission, which is charged with investigating complaints of illegal discrimination in the workplace, housing and education. No complaints were received by the Commission during fiscal year 1997-1998.

- ▶ Provided additional assistance to residents with the transition from welfare to work via implementation of the Community Employment Incentive Program and Self-Initiated Food Stamp Community Service Program.
- ▶ Increased departmental efficiencies via computerization of the Energy Assistance and Renters Rebate Programs.
- ▶ Completed department implementation of Town Hall computer network.

## HOUSING AUTHORITY

The Housing Authority currently administers a total of 439 assisted dwelling units within the Town of Glastonbury. These include the following housing developments: Welles Village, Center Village, Village Green, Herbert T. Clark House, and Section 8.

In addition, the Housing Authority also serves as the administering agency for the Town of Glastonbury's Moderate Price Housing Program.

- ▶ Received \$263,000 in funding from the U.S. Department of Housing and Urban Development Comprehensive Improvement Assistance Program to replace kitchen and bathroom floors in Welles Village.
- ▶ Completed the replacement of roofs in Welles Village, and replaced the gable vents at Center Village.
- ▶ Continued Welles Activity Council for Youth (W.A.C.Y.), in conjunction with the Town's Department of Youth and Family Services.
- ▶ Revised and updated the administrative plan for the Authority's Section 8 rental assistance program.
- ▶ Completed a management plan for Welles Village to chart the future of this development over the next ten years.
- ▶ Worked on several initiatives with area legislators that included a reduction in the management fee in senior housing from \$15 to \$5 per unit per month, continued of the renter's rebate program, created an affordable assisted living program, and funded an on-site resident services coordinator for the elderly.



Marjorie Thorpe and Hilda Tari, residents at the Herbert T. Clark House, compare notes.



Seniors dress bears for the Social Services Christmas Toy Shop. Joyce Humphry, Lynn Tracy, and Social Services Administrator Jo-Ann Dorn.



*The Cast of "Anything Goes"*

## YOUTH AND FAMILY SERVICES

Glastonbury Youth and Family Services' mission is to provide positive development opportunities to empower youth and families in Glastonbury. One hundred eighty-three consumers responded to our quality of service survey. One hundred thirteen responded they were very satisfied with our services; sixty-three were somewhat satisfied; and seven were neither satisfied nor unsatisfied.

- ▶ Provided outreach services to 795 youth and families through the following programs: Peer Education, Welles Village Activity Council for Youth (WACY), Outreach Services, Open Houses, and classroom presentations.

*"Positive development opportunities to empower youth and families in Glastonbury"*



*Participants in the "WACY Program"*

- ▶ Provided clinical services to 665 individuals and 345 families; conducted 25 support groups and therapy groups and 25 school and community presentations. A highlight this year was the introduction of the Parenting Education Series attended by 304 parents.
- ▶ Creative Experiences provided services to 1350 youths and families with Odyssey of the Mind, a creative problem solving program; Youth Services Action Group (YSAG); Pass It On, a television production; and the theatrical productions of *Godspell*, *Anything Goes*, and *Charlie and the Chocolate Factory*.

The Youth and Family Services Commission met the second Wednesday of the month from September through June. Some of the topics discussed were: Welles Village Summer Program; Clinical Services; Creative Experiences Program; CT Coalition to Stop Underage Drinking; "Drugs, Alcohol, and Tobacco - What the State is Doing", and Healthy Communities, Healthy Youths.

## PARKS AND RECREATION

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

In partnership with the Glastonbury Little League, renovation of Butler Field, located on Forest Lane was completed. One baseball and a combination baseball/softball field were renovated and irrigated. The project also included parking expansion, security lighting, and landscaping.

Renovations to the rear of the Eastbury School were begun. With financial and volunteer support from the school PTO and Glastonbury Little League, two baseball infields will be built, utilities and irrigation installed, and 50,000 s.f. of sod will be laid.

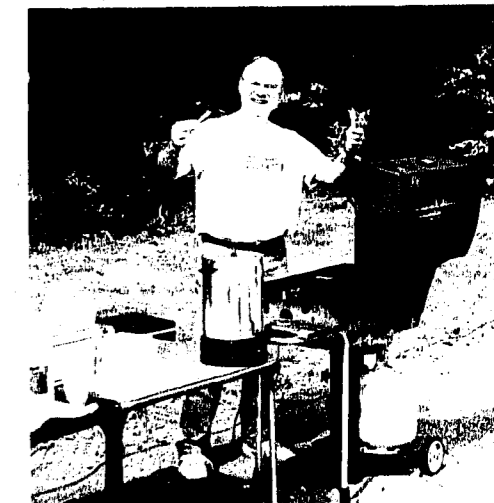
Several park improvement projects were completed including the paving of the access road and parking adjacent to the high school football field; installation of new water filters at the Grange swimming pool; and environmental improvements to the park maintenance facility. With funds raised from local clubs and civic organizations, the Department coordinated the installation of an underground irrigation system on the high school lacrosse field. With funding from the America-The-Beautiful grant program, the new parking lot across from the Eastbury School was landscaped with trees and shrubs. An additional thirty-six trees were planted on various Town properties using monies granted by Northeast Utilities.

Working with the school department, a master site plan and athletic fields expansion study was completed for Glastonbury High School. Using the plan as a conceptual framework, plans are now being made for the construction of new athletic fields at the school. The Recreation Commission began work to develop a master plan of development for the Town-owned Balf Property in South Glastonbury. The plan is intended to guide the future development of recreation facilities on the parcel. Among the improvements being considered are a children's playground, picnic pavilion, basketball courts, athletic field(s), and an outdoor swimming pool.

Response to Town sponsored program offerings continues to be positive. Use of Town pools for public swim totaled 57,988 visitations; a 5.4% increase over the prior year. The competitive swim program was revamped and expanded to include US Swimming. Glastonbury hosted three very large and successful sports tournaments: the Annual Spring Break Soccer Tournament, the Glastonbury Invitational Lacrosse Tournament, and the Eastern District Class B A.S.A. Men's Slow Pitch Softball Tournament.

The Fine Arts Commission sponsored the annual Hartford Pops Concert on the Hubbard Green in August. Five hundred people enjoyed a varied program of marches, jazz, and show tunes.

Plans are being made to improve public access to the Connecticut River with the creation of a small parking area, loop trail, and picnic area at the town-owned property adjacent to the Glastonbury-Rocky Hill Ferry. A committee will also be considering possible uses for the recently acquired, 45 acre "Liebler" property. The parcel includes frontage on the Connecticut River and presents opportunities for the development of a river front park.



*Stanley Zwirn, Little League Treasurer, makes sure that everybody is well fed on volunteer workdays at Butler Field.*



*Many hands make light work of laying 12 tractor trailer loads of sod at Butler Field.*



## FACILITIES MAINTENANCE

The Facilities Maintenance Division is responsible for facility maintenance and management services for all municipal buildings.

The Division undertakes preventive maintenance, custodial services, and project planning & management, using skilled in-house staff and contracted service providers, as well as management of utility and communication accounts for all facilities except the Board of Education.

*"Preventive maintenance, custodial services, and project planning and management using skilled in-house staff"*

In addition, the Division is responsible for bidding, retaining, and coordinating a variety of contracted services and vendors for all Town agencies.

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

- ▶ Provided project management and construction supervision for the replacement of the roof at Fire Company No. 1 and construction of communication rooms at Fire Companies No. 3 & 4.
- ▶ Completed renovation and remodeling of the counseling area of Youth & Family Services main building.
- ▶ Completed phase three of interior renovations of Town Hall.
- ▶ Completed installation of a separate air conditioning unit to maintain constant air temperature in the Town Hall computer room.
- ▶ Provided project management and CIP support to the school administration and Board of Education.
- ▶ Provided project management for the Welles Turner Memorial Library Expansion Project, scheduled for completion January, 1999.
- ▶ Provided project management and design oversight for the new Middle School and renovation/code upgrade of Gideon Welles School in conjunction with the Board of Education and the Public Buildings Commission.
- ▶ Provided project management and oversight for the Academy School - Town Hall Campus Study in conjunction with the Ad-Hoc Committee and the Public Buildings Commission.

## WELLES-TURNER MEMORIAL LIBRARY

Library expansion and renovation with simultaneous delivery of services to the Glastonbury community were the major Library activities during fiscal year 1997-1998. The Library Board, Staff, Town Administration, departments, and volunteers have all pulled together to deliver a world-class program for the citizens of Glastonbury. It is indeed remarkable that the Library remained open during the project with only a few necessary interruptions. The building is scheduled to be completed in late December.

Visitors to the Library continue to increase as space and parking decrease! Although the Library has temporarily lost service space due to construction, it has not lost its vitality or enthusiasm for its customers' satisfaction. It is amazing to see the number of people cramped into the decreased program space to utilize the new Internet access, computers, notary services, and especially "Rapid Reader" book selections, audio cassettes (books on tape), CD ROM programs, new books, story times, summer reading program, and other aspects of the Library's program.

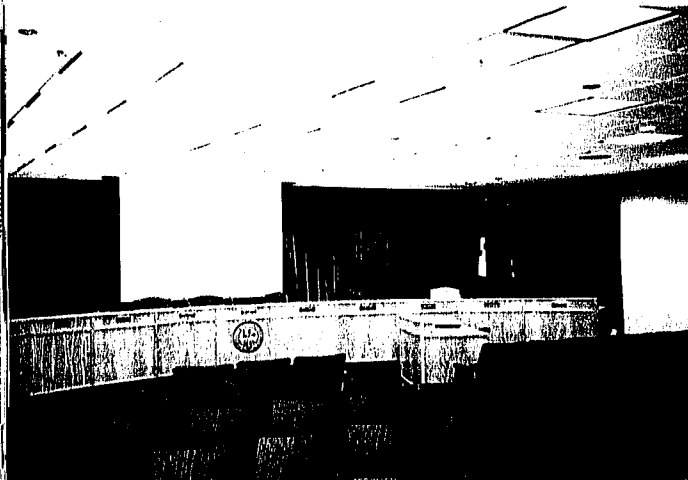
### Adult Services

- ▶ Produced and distributed a business brochure that highlights business resources available at the Library.
- ▶ Increased the size of the audio cassette and compact disc collections.

- ▶ Offered introductory classes on surfing the Internet.
- ▶ Increased electronic resources to include Electric Library and the Hartford Courant, 1994-1996.
- ▶ Developed and promoted a "new and improved" self-help collection.

### Children's Services

- ▶ Presented 138 programs for various ages that were attended by 1,964 children and 655 adults.
- ▶ Librarians visited all of the elementary schools to present the Summer Reading Program.
- ▶ The 1997 summer reading program, "King Arthur & the Readers of the Round Table", had 363 participants read 4,593 books.
- ▶ Library programs were presented off site at the Applefest, Senior Center and the Shops at Somerset Square.
- ▶ The Daycare Outreach Coordinator presented story times to 223 children in day care centers.
- ▶ Hosted eight classes from Academy School, offering book talks of titles on their mandatory summer reading list.
- ▶ Focused on collection development of young adult materials and instituted a new call number designation in preparation for the new area.



Recently renovated Town Council Chambers.



Employee Dave Corcoran at work.



Recent addition to the Welles-Turner Memorial Library.



Story hour led by Kathy Hoefler.

## SANITATION

### Water Pollution Control

The Water Pollution Control Division provides the collection and treatment of waste water generated within the Town of Glastonbury. The Division develops and administers sewer use rates and ordinances and provides staff support to the Water Pollution Control Authority. During fiscal year 1997-1998 the Water Pollution Control Facility processed an average of 2.2 million gallons per day of wastewater.

- ▶ Processed 718 million gallons of wastewater and disposed of 597 tons of sludge at the Water Pollution Control Facility.
- ▶ Reduced sewer use rate to \$1.10 per CCF.
- ▶ Eastbury Pump Station holding tank installation and outside vendor hauling of wastewater.
- ▶ Completed energy improvements which included a motor replacement program as a result of a power company grant.
- ▶ Completed OSHA safety training.

### Refuse Disposal

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

- ▶ Disposed of 3,004 tons of refuse at the Transfer Station and 4,422 tons of bulky waste at the Bulky Waste Facility. Recycled 4,347 tons of material.
- ▶ Recycled 36.9% of solid waste town wide.
- ▶ Completed construction and commenced operation of Regional Hazardous Waste Collection Facility which was utilized by 537 residents during the year.
- ▶ Augmented brush disposal by grinding.
- ▶ Updated, printed and mailed recycling brochure.
- ▶ Obtained State DEP grant to purchase two (2) additional satellite recycling collection containers and backyard composters.

## COMMUNITY DEVELOPMENT

The Community Development Department is comprised of four operating divisions: Building Inspection, Fire Marshal, Health, and Community Development. Together, the Department is responsible for the management of land use, building, environmental protection, economic development, zoning and code inspection activities. Support services are provided to the Town Plan and Zoning Commission, Conservation Commission, Economic Development Commission, Zoning Board of Appeals, Historic District Commission, and other agencies and boards as necessary.

Development activity during the year continued at a rapid pace; most notable was a continued very strong demand for new dwellings throughout the Town. As we reach the millennium, total population is anticipated to be approximately 30,000, slightly double the 1960 population of 14,500.

- ▶ Performed environmental assessments of properties to be purchased by the Town.
- ▶ Implemented a policy regarding abandoned residences on properties proposed for development. The policy requires soil sampling and analysis for contaminants on properties formerly in agricultural or industrial use.
- ▶ Offered diabetes self-managed classes to diabetics and their families. The classes were presented by certified diabetes educators and dieticians. The program was supported by a State health grant.

## GREAT POND PRESERVE STEWARDSHIP COMMITTEE

This Committee is responsible for the management of the 70-acre Great Pond Preserve located in southwest Glastonbury. Led by Chairman Bill Reed, the Committee:

- ▶ Published an updated informational brochure on the Preserve.
- ▶ Organized volunteer work parties to maintain the trails and observation platform.
- ▶ Enlisted local Cub Scouts to plant conservation trees and shrubs to further buffer the Pond from nearby residential development.
- ▶ Worked with the Police Department to remedy unauthorized activities in the Preserve.
- ▶ Coordinated requests for scientific study of this unique area.

The Preserve is open to Town residents and their guests daily from sunrise to sunset.



Leaf composting program at New London Turnpike Transfer Station.



Water Pollution Control employee John Sikorski participated in the 1998 Nutmeg Pump Station Confined Space Training.



Children enjoying Fire Prevention Week activities with Fire Marshal Chris Siwy.



Employee John Deckert completing an environmental survey.



Information Services employee Christine Betton assists Engineering employee Angela Paisker.

## ADMINISTRATIVE SERVICES

The Administrative Services Department is responsible for the preparation of budgets, financial reporting, land records, property assessment, and the collection of taxes and sewer use fees. In addition, it oversees the acquisition of goods and services, insurance procurement, legal services, debt sales, voter registration management and coordination of computer services.

### Board of Finance

The Board of Finance is a bipartisan Board which operates in partnership with the Town Council and the Board of Education. In its advisory role, the Board recommends an annual budget to the Town Council and recommends and/or authorizes transfers among and between accounts and funds during the fiscal year. By direct authority the Board establishes the annual mill rate of taxation after reviewing the final budget approved by the Town Council.

### Financial Administration

This office coordinates the preparation of the operating and capital improvement budgets for the Town Manager. The staff works with the Board of Finance to review financial reports and make recommendations as requested to the Town Council and Town Manager. This office serves as staff liaison to the Insurance Advisory Committee in risk analysis and annual insurance renewals.

- Maintained an Aa1 designation with Moody's Investment Services for the Town

which is based on the Town's financial condition.

- Received Governmental Finance Officers Association (GFOA) budget award for fiscal year 1997-1998.
- Expanded e-mail to remote divisions for quicker collaboration of information, meetings and tasks.
- Provided Internet access to obtain department specific information directly from the source (i.e. state and federal agencies and financial institutions). Utilized Internet e-mail for tax payments and bill printing.

### Accounting

The Accounting Division is responsible for providing complete and accurate financial information in proper form and on a timely basis. This division prepares the year end comprehensive annual financial report, processes employee payroll, payables, and receivables. The division is also responsible for investment management procedures to maximize interest income on all funds and internal audit functions to insure that proper controls and procedures are being followed.

- Received the Certificate of Excellence in Financial Reporting for the period ended June 30, 1997, awarded by the Government Finance Officers Association.
- Replaced all computer terminals within the office with PC workstations. Provided staff training on the use of new office and financial software to allow for more efficient reports, documents, financial inquiries and presentations.

- Began implementation of interdepartmental access to MUNIS financial software to allow more efficient access of financial information by Town divisions.

### Revenue Collection

The Collector of Revenue's office is responsible for the timely collection of funds necessary to support both governmental and educational services. Those funds account for over 85% of the Town's annual budget. Taxes and fees for the fiscal year 1997-1998 totaled \$55,438,597 and sewer charges and fees totaled \$1,291,118.

- Collected back taxes totaling \$456,419.
- Accomplished a tax collection rate of 98.86% on current levy.
- Implemented motor vehicle tax statement bills.
- Utilized a scan bar code for payment of tax bills.
- Established a customer self-service area for the retrieval of tax and sewer information.

### Property Assessment

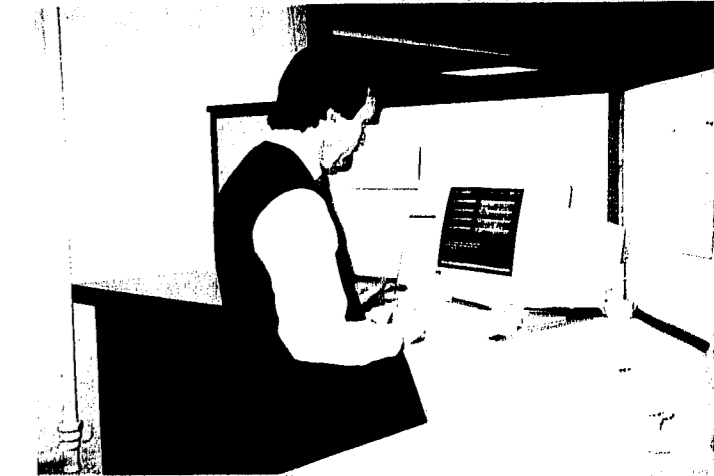
The Property Assessment Division administers an ad valorem tax program in compliance with State Statutes. It compiles the annual Grand List of taxable and exempt property including the valuation and revaluation of real estate, motor vehicles and business personal property.

- Familiarized and assisted customers in use of new self-service area for retrieval of tax and assessment information.
- Assisted in defense of revaluation Court Appeals.

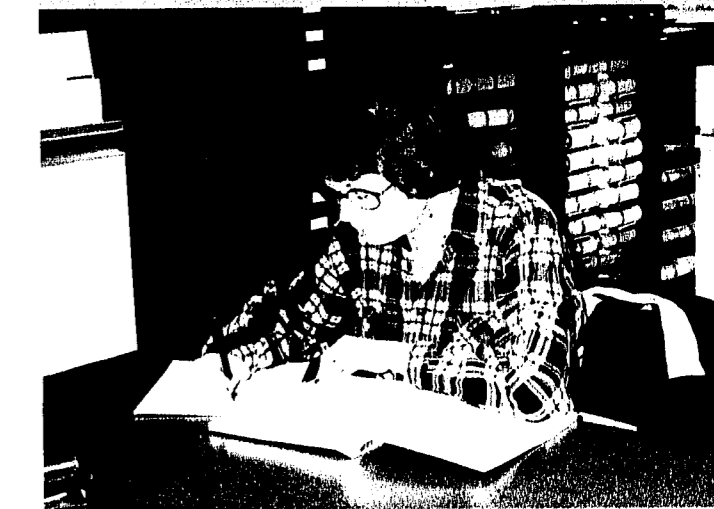
### Town Clerk

The Town Clerk's office is the center for public records and information including land records, vital statistics, elections, military discharges, notaries public, 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 a major collector of revenue for the State of Connecticut as well as for the town.

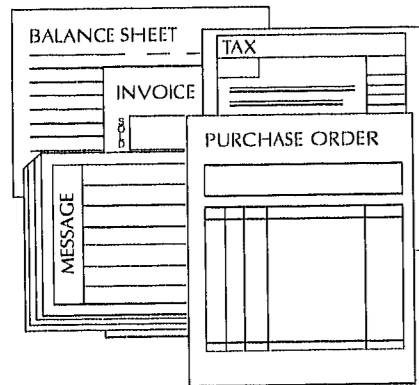
- Collected approximately \$1,275,000 for the State and \$483,000 for the Town, 22% above the previous year.
- Completed vital statistics reindexing project dating back to 1971.
- Appointed and trained new Assistant Town Clerk.
- Networked office computers to provide access to land record system as well as the town-wide system.



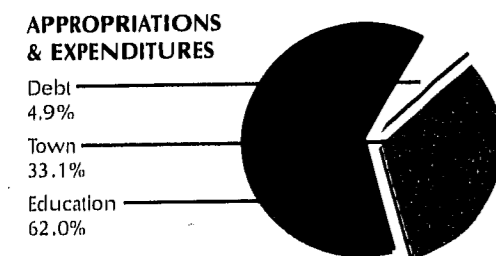
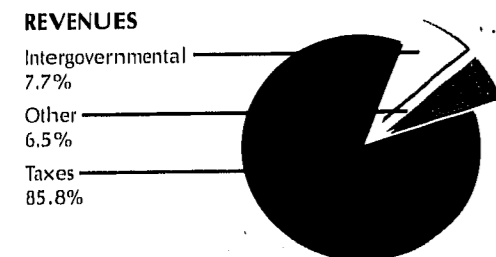
A citizen using the self service terminal at the tax office.



A title searcher at work in the Town Clerk's vault.



# INCOME STATEMENT



A copy of the complete financial report is available at:  
 Town Clerk's Office  
 Glastonbury Town Hall  
 2155 Main Street  
 Glastonbury, Connecticut 06033

## STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL - GENERAL FUND FOR THE YEAR ENDED JUNE 30, 1998

	AMENDED BUDGET	ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
<b>REVENUES:</b>			
Property Taxes	\$55,720,014	\$55,465,893	\$(254,121)
Licenses and permits	428,300	605,666	177,366
Intergovernmental	4,403,495	4,989,670	586,175
Charges for services	1,171,100	1,414,937	243,837
Other revenues	<u>1,697,820</u>	<u>2,183,886</u>	<u>486,066</u>
<b>TOTAL REVENUES</b>	<b>\$63,420,729</b>	<b>\$64,660,052</b>	<b>\$1,239,323</b>
<b>EXPENDITURES:</b>			
Current:			
General Government	\$620,150	\$595,651	\$24,499
Community Development	973,835	955,247	18,588
Administrative Services	6,026,312	5,553,124	473,188
Public Safety	5,220,928	5,051,001	169,927
Physical Services	3,558,470	3,498,190	60,280
Sanitation	1,617,365	1,570,169	47,196
Human Resources	1,249,331	1,235,477	13,854
Leisure/Culture	3,451,210	3,289,845	161,365
Contingency	35,346	7,224	28,122
Board of Education	40,808,104	40,786,437	21,667
Debt Service	<u>3,237,665</u>	<u>3,225,160</u>	<u>12,505</u>
<b>TOTAL EXPENDITURES</b>	<b>\$66,798,716</b>	<b>\$65,767,525</b>	<b>\$1,031,191</b>
Deficiency of revenues over expenditures	(3,377,987)	(1,107,473)	2,270,514
<b>OTHER FINANCING SOURCES (USES):</b>			
Operating transfers in	\$1,138,690	\$1,112,024	\$(26,666)
Use of fund balance	(948,928)	(948,928)	-
Operating transfers out	<u>3,188,225</u>	-	<u>(3,188,225)</u>
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>\$3,377,987</b>	<b>\$163,096</b>	<b>\$(3,214,891)</b>
Excess of revenues and other financing sources over expenditures and other financing uses	<u>\$ 0</u>	(944,377)	<u>\$ (944,377)</u>
Fund balance, July 1, 1997		10,508,609	
Fund balance, June 30, 1998		<u>\$9,564,232</u>	

# BALANCE SHEET

## TOWN OF GLASTONBURY GENERAL FUND COMPARATIVE BALANCE SHEETS - JUNE 30, 1998 AND 1997

	1998	1997
<b>ASSETS</b>		
Cash and cash equivalents	\$10,528,917	\$11,991,577
Receivables:		
Property taxes (less allowance of \$650,060 for uncollectible taxes)	1,016,264	962,205
Other	478,394	522,099
Inventory, at cost	161,588	164,763
Other assets	<u>939,467</u>	<u>32,180</u>
<b>TOTAL ASSETS</b>	<b>\$13,124,630</b>	<b>\$13,672,824</b>
<b>LIABILITIES AND FUND BALANCE</b>		
<b>LIABILITIES</b>		
Accounts and other payables	\$1,015,257	\$957,409
Due to developers for escrow deposits	1,128,218	1,105,180
Due to others for escrow deposits	29,939	5,188
Deferred revenues	<u>1,386,984</u>	<u>1,096,438</u>
<b>TOTAL LIABILITIES</b>	<b>\$3,560,398</b>	<b>\$3,164,215</b>
<b>FUND BALANCE</b>		
Reserved for encumbrances	\$57,473	\$48,701
Reserved for inventory	161,588	164,763
Reserved for insurance	275,000	275,000
Unreserved:		
Designated for subsequent year's expenditures	2,600,000	2,600,000
Designated for specific purposes	1,280,964	525,769
Undesignated	<u>5,189,207</u>	<u>6,894,376</u>
<b>TOTAL FUND BALANCE</b>	<b>\$9,564,232</b>	<b>\$10,508,609</b>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<b>\$13,124,630</b>	<b>\$13,672,824</b>

A copy of the complete financial report is available at:  
 Town Clerk's Office  
 Glastonbury Town Hall  
 2155 Main Street  
 Glastonbury, Connecticut 06033



# TOWN ADMINISTRATION

**TOWN MANAGER**  
Richard J. Johnson

**CHIEF OF POLICE**  
Vacant

**COMMUNITY DEVELOPMENT DIRECTOR**  
Kenith E. Leslie

**DIRECTOR OF FINANCE AND ADMINISTRATIVE SERVICES**  
G. Ted Ellis

**DIRECTOR OF HUMAN RESOURCES**  
Susan J. Hebert

**TOWN ENGINEER/MANAGER OF PHYSICAL SERVICES**  
Daniel A. Pennington

**DIRECTOR OF BUILDING SERVICES**  
Gregory J. Smolley

**ASSESSOR**  
Leon J. Jendrzeczyk

**ASSISTANT TO TOWN ENGINEER**  
Chester G. Hamlin

**BUILDING OFFICIAL**  
Edward P. Pietrycha

**CIVIL PREPAREDNESS**  
Robert F. DiBella

**COLLECTOR OF REVENUE**  
Madeline G. DeVellis

**CONTROLLER**  
Lisa A. Hancock

**DIRECTOR OF HEALTH**  
David W. Boone

**DIRECTOR OF PARKS AND RECREATION**  
Raymond E. Purtell

**FIRE CHIEF**  
Vacant

**FIRE MARSHAL**  
Christopher N. Siwy

**FLEET SUPERINTENDENT**  
Thomas O. Tierney

**HIGHWAY SUPERINTENDENT**  
Scott G. Zenke

**HOUSING AUTHORITY DIRECTOR**  
Ivan Pour

**LIBRARY DIRECTOR**  
James G. Johnston

**INFORMATION SERVICES/TECHNOLOGY COORDINATOR**  
Joseph Kelly

**PURCHASING AGENT**  
John A. Makiaris

**SENIOR SERVICES ADMINISTRATOR**  
Patricia R. Schneider

**SOCIAL SERVICES ADMINISTRATOR**  
Jo-Ann Dorn

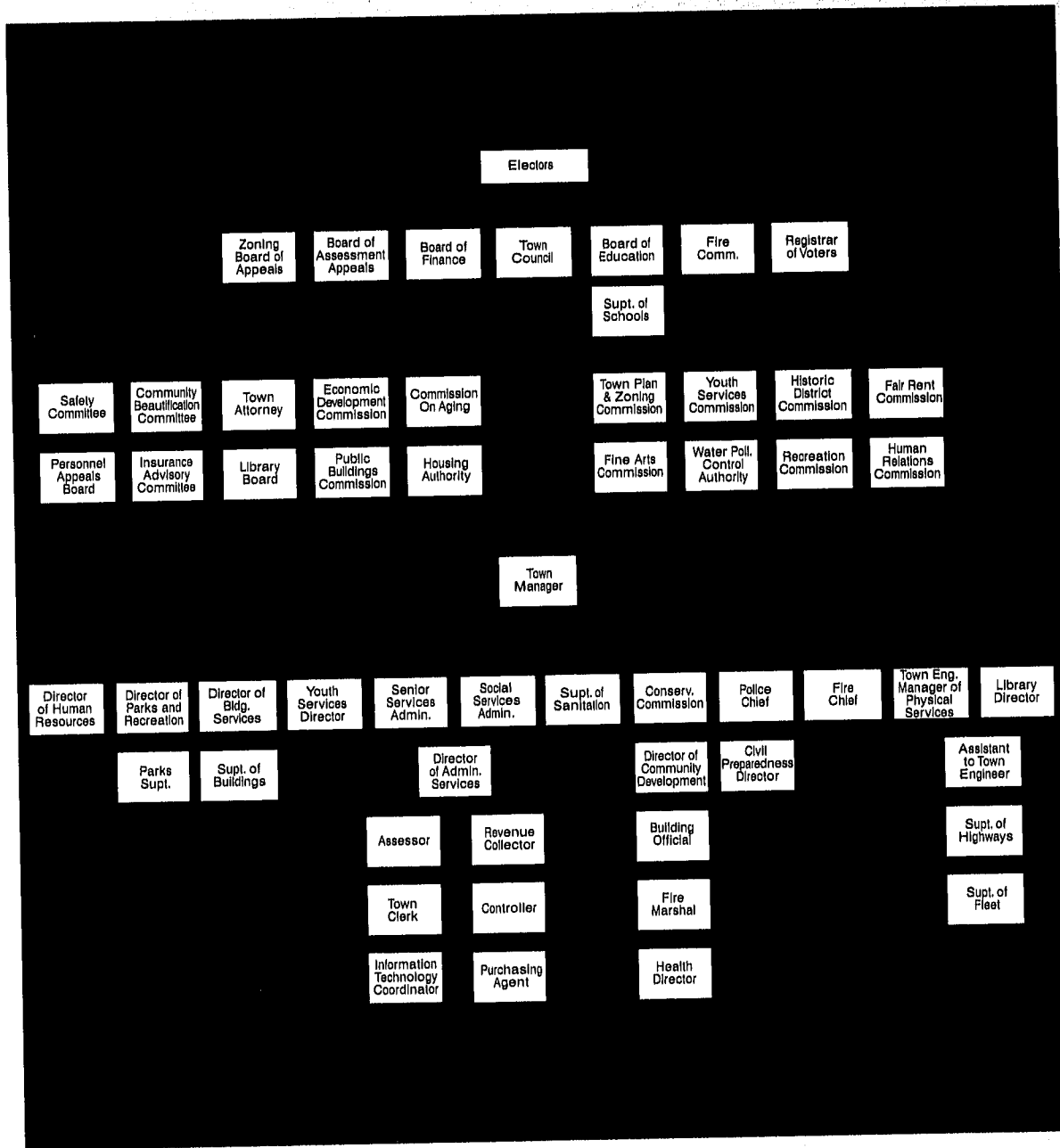
**SUPERINTENDENT OF BUILDINGS**  
David Sacchitella

**SUPERINTENDENT OF SANITATION**  
Michael J. Bisi

**TOWN ATTORNEY**  
Jean M. D'Acquila

**TOWN CLERK**  
Edward J. Friedeberg

**YOUTH AND FAMILY SERVICES DIRECTOR**  
Edmund J. Meincke



# TOWN OFFICIALS Fiscal Year 1997-1998

## Elected Officials

**BOARD OF EDUCATION**  
Suzanne Galvin, Chair  
Michelle Fontaine, V. Ch.  
Richard C. Brown  
Helen Stern  
Paul F. Haas, Jr.  
Lewis J. Lassow  
Gordon T. Allen  
Cynthia D. Walls

**BOARD OF FINANCE**  
Diane L. Northrop, Chair  
James R. McIntosh, V. Ch.  
Edward B. Dingley  
Walter F. Hemlock  
Constantine Constantine  
Peter B. Deich

**BOARD OF ASSESSMENT APPEALS**  
Shaun O'Rourke  
David Motycka  
William Holmes  
Dennis Cavanaugh  
Robert D. Bowden

**FIRE COMMISSION**  
Gilbert D. Spencer, Chair  
Norman Fierravanti, V. Ch.  
Brian Comerford  
Arnold H. Higgins  
Brian E. Tyrol  
James W. Dutton

**TOWN COUNCIL**  
Kurt P. Cavanaugh, Chair  
Sharon H. Purtill, V. Ch.  
Judith A. Stearns  
Thomas F. Flanagan  
Walter J. Cusson  
H. David Megaw  
Marti Curtiss  
Sheenu Srinivasan  
B. Kent Sleath

**ZONING BOARD OF APPEALS**  
Michael H. Clinton, Chair  
Robert Gamer  
John C. Linderman  
Sandra O'Leary  
Janet Jefford  
Carl E. Hein  
Alternates:  
Jeanie Babineau  
Matthew Klos  
Janet Jefford

**REGISTRAR OF VOTERS**  
Carolyn Larson  
Joan Kemble

**PROBATE JUDGE**  
Donald Hamer

## Appointed Officials

**AGRICULTURAL ADVISORY COMMITTEE**  
J. Baylis Earle, Chair  
Mario Accornero  
Louis Bussa  
Henry Rose  
Richard Ferrari  
Deborah McIntosh  
Michael Longo

**BUILDING BOARD OF APPEALS (Code Rev. Committee)**  
David B. Cox, Chair  
Calvin J. Carini  
James W. Dutton  
Graham Tyrol  
Charles W. Brown

**COX CABLE ADVISORY COUNCIL**  
Peter J. Preisner  
Maureen Feinberg  
Vincent A. Fandetti

**COMMISSION ON AGING**  
Richard A. Coombs, Chair  
Eva Bowden, V. Ch.  
Audrey Quinlan  
Elizabeth Giamalis  
Frank B. Dibble  
William McGaw, Jr.  
Alice Robinson

**COMMUNITY BEAUTIFICATION COMMITTEE**  
Robert G. Shipman  
Donald B. Reid  
Della Winans  
Lewis Middleton  
David Flattery  
Elizabeth (Lynch) Payton  
Toni Easterson

**CONSERVATION COMMISSION**  
Judy Harper, Chair  
Edward A. Richardson  
James Bingham  
William Patrick  
Gerhard R. Schade  
Charles J. Reed  
John B. Farley

**ECONOMIC DEVELOPMENT COMMISSION**  
Walter L. Erley, Chair  
Barbara Wagner  
Robert Mulcahey  
Richard A. Katz  
James M. Lynch  
David M. Hallows  
Nicholas Paindirisi  
Anthony Gesnaldo

**FAIR RENT COMMISSION**  
John H. Roughtan, Chair  
David Evans  
Andrea Broder  
John C. Hilton  
Glenda Rose  
Kenneth Jacobs  
Joan Palatine

**FINE ARTS COMMISSION**  
Suzanne Dufford  
Doris O'Rourke  
Candace Satin  
Carol Ahlschlager  
Steven Molaver  
Philomena Pappa  
Emmeline Basil  
Kiersten Paindirisi

**GREAT POND STEWARDSHIP COMMITTEE**  
William Reed, Chair  
David Bodznick  
Jollie Steffens  
David Gumbart  
B. Kent Sleath  
Tom Mocko  
Judy Harper  
Thomas F. Flanagan

**HISTORIC DISTRICT COMMISSION**  
Mary Lou Barrett, Chair  
Nancy Lepore  
Thomas Theurkauf  
E. Marston Moffat  
Galen Sheperd  
Alternates:  
Louise Walker  
Charles L. Miller

**HOUSING CODE OF APPEALS**  
Nelson C.L. Brown  
Kristine Brown  
Patricia Moriarty  
Michael Botelho

**HUMAN RELATIONS COMMISSION**  
John C. Glezen, Chair  
Kim McClain  
Patricia A. Darling  
Alex Rodriguez

**INCORPORATORS OF THE FREE ACADEMY**  
Richard Mihm  
Helen Stern  
Inez Hemlock

**INSURANCE ADVISORY COMMITTEE**  
William Bland  
Frank D. Anderson  
Robert J. Hager  
William A. Fochi  
Mark E. Zimmerman  
Stephen J. Ludwig  
David Hoopes

**PUBLIC BUILDINGS COMMISSION**  
David B. Cox, Chair  
W. Michael Low  
Edward J. Kamis  
Scott Tyrol  
John A. Davis, Jr.  
Liaisons:  
Constantine Constantine  
Suzanne Galvin  
Blakeslee Lloyd

**PUBLIC HOUSING AUTHORITY**  
Richard H. Inman, Chair  
James F. Noonan  
Craig Fontaine  
Zelda Lessne  
Frances W. Young

**RECREATION COMMISSION**  
Betsy Katz, Chair  
Lynn Hazard  
Jollie Steffens  
J. Baylis Earle  
Lisbeth Becker  
Charles Monzeglio

**SAFETY COMMITTEE**  
Whitney Smith, Chair  
Gloria Zvirin  
Carol Hilton

Helen Litwin  
Theodore R. Earl  
Thomas Stepnowski  
Kevin Graff

**TOWN PLAN & ZONING COMMISSION**  
Dr. Michael F. Lepore, Chair  
Patricia V. Low  
Scott Lessne  
Barbara A. Nebb  
H. Buhl Kent  
Mark K. Branse  
Alternates:  
Jane Sleath  
Patricia Bussa  
Dorothy S. Peltzer

**WATER POLLUTION CONTROL AUTHORITY**  
Bradley Northrop, Chair  
Nils G. Carlson  
John C. Gavin  
Robert Jordan  
William H. Habicht  
Louis M. Accornero  
Lisa Gilberto

**WELLES-TURNER LIBRARY BOARD**  
Gloria Avitabile, Chair  
Jane Brown  
Della Schultz  
H. Kennedy Hudner  
Blakeslee Lloyd  
Martha Poole

**YOUTH & FAMILY SERVICES COMMISSION**  
Stephen Jacoby, Chair  
Richard H. King, V. Chair  
Shayna Ellovich  
Susan Motycka  
Tricia Dougherty  
Karen Klingensmith  
Luci Leone  
Cathy Vacchelli  
Mary Scott

A copy of the current listing of Town Officials is available at:  
Town Clerk's Office, Glastonbury Town Hall, 2155 Main Street, Glastonbury, Connecticut 06033

## 1999 MEETING CALENDAR

### Board of Education

7:30 p.m., Town Council Chambers unless otherwise noted.

Jan. 11	July 12
Jan. 25*	Aug. 23*
Feb. 8	Sept. 13**
Feb. 22*	Sept. 27*
March 8	Oct. 4**
March 22*	Oct. 25*
April 12*	Nov. 8
May 24*	Nov. 22*
June 14	Dec. 13
June 28*	Dec. 20*

\* denotes Cable  
\*\* meeting in Glastonbury High School Library

### Board of Finance

7:30 p.m., Town Hall Meeting Room, second floor.

Jan. 19	June 15
Jan. 28*	Aug. 17
Feb. 16	Sept. 21
March 16	Oct. 19
April 20	Nov. 16
May 18	Dec. 21

\* Annual Town Meeting

### Commission on Aging

7:00 p.m., Glastonbury Senior Center, first floor, 17 Hebron Avenue.

Jan. 11	June 21
Feb. 8	Sept. 20
March 15	Oct. 18
April 19	Nov. 22
May 17	Dec. 20

### Community Beautification Committee

7:30 p.m., Town Hall Meeting Room, second floor.

Jan. 13	July 14
Feb. 10	Aug. 11
March 10	Sept. 8
April 14	Oct. 13
May 12	Nov. 10
June 9	Dec. 8

### Conservation Commission

7:30 p.m., Town Council Chambers.

Jan. 14	June 10
Jan. 28	June 24
Feb. 11	July 15
March 11	Aug. 12
March 25	Sept. 16
April 15	Oct. 14
April 29	Nov. 4
May 13	Dec. 16
May 27	

### Economic Development Commission

7:30 p.m., Office of Community Development.

Jan. 4	July 12
Feb. 1	Aug. 2
March 1	Sept. 13
April 5	Oct. 4
May 3	Dec. 6
June 7	

### Fire Commission

7:30 p.m., Town Hall Meeting Room, second floor.

Jan. 14	July 8
Feb. 11	Aug. 12
March 11	Sept. 9
April 8	Oct. 14
May 13	Nov. 18
June 10	Dec. 9

### Housing Authority

5:45 p.m., Herbert T. Clark House, 45 Canione Road.

Jan. 20	July 21
Feb. 17	Aug. 18
March 17	Sept. 15
April 21	Oct. 20
May 19	Nov. 17
June 16	Dec. 15

### Library Board

7:00 p.m., Welles-Turner Memorial Library, 2407 Main Street.

Jan. 19	July 19
Feb. 16	Sept. 21
March 15	Oct. 18
April 19	Nov. 15
May 17	Dec. 20
June 21	

### Public Buildings Commission

7:00 p.m., Town Hall Meeting Room, second floor.

Jan. 6	July 7
Feb. 3	Aug. 4
March 3	Sept. 1
April 7	Oct. 6
May 5	Nov. 3
June 2	Dec. 1

### Recreation Commission

7:30 p.m., Parks and Recreation Department Office, 1086 New London Turnpike.

Jan. 11	July 12
Feb. 1	Sept. 13
March 1	Oct. 4
April 5	Nov. 1
May 3	Dec. 6
June 7	

### Town Council

7:30 p.m., Town Council Chambers.

Jan. 12	June 22
Jan. 26	July 13
Feb. 9	July 27
Feb. 23	Aug. 24
March 9	Sept. 14
March 23	Sept. 28
April 13	Oct. 12
April 27	Oct. 26
May 11	Nov. 9
May 25	Nov. 23
June 8	Dec. 14

### Town Plan and Zoning Commission

7:00 p.m., Town Council Chambers.

Jan. 5	June 1
Jan. 19	June 15
Feb. 2	July 6
Feb. 16	July 20
March 2	Aug. 17
March 16	Sept. 21
April 6	Oct. 5
April 20	Oct. 19
May 4	Nov. 16
May 18	Dec. 7

### Water Pollution Control Authority

7:30 p.m., Town Council Chambers.

Jan. 13	July 14
Jan. 27	July 28*
Feb. 10	Aug. 11
Feb. 24	Aug. 25*
March 10	Sept. 8
March 24	Sept. 22
April 14	Oct. 13
April 28	Oct. 27
May 12	Nov. 10
May 26	Nov. 24*
June 9	Dec. 8
June 23	Dec. 22

\* These dates are tentative and may be cancelled.

MEETING CALENDAR  
Continued on next page

MEETING CALENDAR  
Continued

### Youth and Family Services Commission

7:30 p.m., 321 Hubbard Street.

Jan. 13	June 9
Feb. 10	Sept. 8
March 10	Oct. 13
April 14	Nov. 10
May 12	Dec. 8

### Zoning Board of Appeals

7:30 p.m., Town Council Chambers.

MEETING DATES:

Jan. 4	July 12
Feb. 1	Aug. 2
March 1	Sept. 13
April 5	Oct. 4
May 3	Dec. 6
June 7	

PAPERWORK DEADLINES:

Dec. 16, 1998	
Jan. 13	June 23
Feb. 10	July 14
March 17	Aug. 25
April 14	Sept. 15
May 19	Nov. 17

## 1999 COMMUNITY CALENDAR

### Community Events

APPLE HARVEST FESTIVAL  
Oct. 16 & 17

FRIENDS OF WELLES-TURNER LIBRARY  
APPRAISAL DAY  
Mar. 13

FRIENDS OF WELLES-TURNER LIBRARY  
BOOK SALE  
May 15 Sept. 11

FUN RUNS  
6:30 p.m. GHS  
June 29 July 20 Aug. 3  
July 6 July 27 Aug. 10  
July 13

KID'S DOG SHOW  
6:00 p.m., Hubbard Green  
Pre-registration required  
July 12 (Raindate July 13)

LIBRARY WEEK AND WEEK OF THE  
YOUNG CHILD  
Apr. 11-17 Library Week  
Apr. 18-24 Week of the Young Child

SANTA'S RUN 3.5 MILE RUN  
Noon, GHS Dec. 5  
(Snowdate: Sun., Dec. 12)

SENIOR PICNIC  
Hubbard Green  
Aug. 11

SUMMER MUSIC SERIES  
7:00 p.m., Hubbard Green  
July 7 July 21  
July 14 July 28

TOWN BAND CONCERT  
7:00 p.m., Hubbard Green  
June 27 July 25  
July 11 Aug. 1  
July 18

### Dates To Remember

#### PROPERTY ASSESSMENT

Oct. 1 - Annual assessment date: Property owners listed in Grand List.  
Nov. 1 - Last day to file business personal property declarations with assessor.

#### REVENUE COLLECTION

July 1 - First installment of taxes become due.  
Nov. 1 - Sewer use bills become due.

#### REFUSE DISPOSAL

Extended operating hours for Transfer Station during Day Light Savings time beginning April 7.

Wednesdays 7:00 a.m. - 7:00 p.m.  
Sept. 22 - Modified Day Light Savings hours,  
Wednesdays 7:00 a.m. - 6:00 p.m.

Oct. 27 - Last Wednesday of Transfer Station modified operating hours.

Household Hazardous Waste Collection schedule for 1999:

April 10	May 22	Sept. 11	Oct. 16
April 24	June 5	Sept. 25	Oct. 30
May 8	June 19		

Olcott St., Manchester; Time: 8:00 a.m. to 1:00 p.m.

#### SOCIAL SERVICES

May 17 - Renters' Rebate Program application period begins. Last day to apply for Elderly and Disabled Homeowners' Tax Relief Program.

May 31 - Last day to apply for Operation Fuel benefits.

Sept. 15 - Last day to apply for Renters' Rebate Program.

Oct. 1 - Energy Assistance application period begins. Last day to apply for Additional Veterans Tax Relief Program.

Nov. 18 - Thanksgiving food baskets distributed (tentative).

Dec. 1 - Operation Fuel application period begins.

Dec. 15 & 16 - Annual Toy Shop (tentative).

#### TOWN CLERK

June 1 - Dog licenses become available for the next fiscal year.

Sept. 14 - Primary for Town Election if a challenge is filed.

Oct. 1 - Absentee ballots for November election become available.

Oct. 16 - Hunting season opens.

Oct. 19 - Last day to register to vote in order to vote in the Nov. election (except for those who move to town, turn age 18, or become a U. S. Citizen after this date).

Nov. 2 - Election Day.

# TELEPHONE DIRECTORY ► FIRE, POLICE & AMBULANCE EMERGENCY 911 - Routine Calls Police Dept. 633-8301

## Town Departments

For Information	Call	Phone
General Information	Information Center	652-7710
Accounts Payable	Accounting	652-7595
Administration	Town Manager	652-7500
Assessment	Assessor	652-7600
Assessment	Info Line	652-7606
Birth Certificates	Town Clerk	652-7616
Building Permits	Building Office	652-7521
Bulky Waste Disposal	Sanitation	652-7772
Children's Department	Welles-Turner Library	652-7718
Civil Preparedness	Civil Preparedness	652-7576
Death Certificates	Town Clerk	652-7616
Deeds	Town Clerk	652-7616
Demolition Permits	Building Office	652-7521
Dial-A-Ride	Senior Services	652-7643
Dog Licenses	Town Clerk	652-7616
Dog & Animal Problems	Animal Control Officer	633-8301
Drainage Problems	Engineering	652-7735
Electrical Permits	Building Office	652-7521
Elderly Municipal Agent	Senior Services	652-7642
Energy Assistance	Social Services	652-7638
Engineering	Engineering	652-7735
Financial Administration	Administrative Services	652-7586
Financial/Medical Assistance	Social Services	652-7638
Fire Chief	Fire Department	652-7555
Fire Marshal	Fire Marshal	652-7526
Health Matters	Health Department	652-7534
Highways	Highway Superintendent	652-7749
Housing Authority Commission	Housing Authority	652-7568
Inland Wetlands	Community Development	652-7510
Landfill Permits	Engineering	652-7735

For Information	Call	Phone
Library	Welles-Turner Library	652-7719
Reference Department	Welles-Turner Library	652-7720
Marriage Licenses	Town Clerk	652-7616
Nursing	Visiting Nurse Association	633-3521
Passport Information	Probate	652-7630
Personnel	Human Resources/Personnel	652-7501
Planning	Community Development	652-7510
Plumbing & Heat Permits	Building Office	652-7521
Police (General Information)	Police Department	633-8301
Probate Court	Probate Clerk/Judge	652-7631
Recreation	Recreation Department	652-7679
Recreation Schedules/Cancellations	Info Line	652-7689
Refuse Disposal/Recycling	Info Line	652-7790
Refuse Disposal/Recycling	Office	652-7772
Registration of Voters	Registrar of Voters	652-7627
Sanitary Inspection	Health Department	652-7534
Senior Center	Senior Services	652-7642
Sewer Department/Water Pollution Control	Sanitation	652-7772
Sewer Use Bills	Sanitation	652-7772
Snow Removal & Streets	Highway Superintendent	652-7749
Taxes	Collector of Revenue	652-7614
Taxes	Info Line	652-7606
Trees	Parks and Recreation	652-7679
Voting	Registrar of Voters	652-7627
Youth & Family Services	Youth & Family Services	652-7661

## Board of Education

Central Office	Contact Person	Phone
Superintendent of Schools	Jacqueline Jacoby	652-7961
Assistant Superintendent	Edward Schofield	652-7965
Business Manager	Sharon Smith	652-7941
Facilities and Food Services Director	Brad Devlin	652-7948
Transportation/Communication	Rita Gagnon	652-7951

Curriculum	Director	Phone
Art	Daniel Roach	652-7954
Athletics	Barbara Startup	652-7234
English	Richard Dlugos	652-7967
Foreign Language	Christine Brown	652-7954
Math	Michael Landry	652-7967
Music	Leslie Hunt	652-7954
Physical Education/Health	Basil Roberts	652-7253
Science	Kenneth Roy	652-7293
Social Science	Deborah Willard	652-7967
Vocational Education	Katherine Brophy	652-7249
Guidance Department/Director	Virginia Gordon	652-7211
Special Education	Catherine Colavecchio	652-7971
Special Education	Gary Nolf	652-7971
Glastonbury High School Principal	Alan Bookman	652-7204
Gideon Welles School Principal	Thomas Russo	652-7800
Academy School Principal	Carol Sue Schmidt	652-7835
Buttonball School Principal	Patricia DaSilva	652-7276
Eastbury School Principal	William McDermott	652-7858
Hebron Avenue School Principal	Gina Vance	652-7875
Hopewell School Principal	Richard DeBellis	652-7897
Naubuc School Principal	D. Patricia Hatch	652-7918



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The Bayberry Design Company, LLC  
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