

**ANNUAL  
REPORT**  
1983-1984  
**GLASTONBURY  
CONNECTICUT**

J.K.



## In Affectionate Memory...

Dr. Ernest E. Novey, Jr., chairman of the Glastonbury Fire Commission for many years, died April 30, 1984, at Hartford Hospital at the age of 59.

"Ted" Novey came to Glastonbury with his dental practice in 1948 and soon became an active participant in community affairs. A member of the Republican Town Committee, he was elected and re-elected to the Fire Commission for more than 30 years and served as commission chairman under every Republican Council during his tenure.

Each of the existing four firehouses was built under Dr. Novey's chairmanship; during his service the fire department membership more than doubled and the firefighting equipment inventory almost tripled. The department grew from two to four companies while Dr. Novey was on the commission.

Credited by fellow fire commissioners as being the moving force behind development of the fire department, Dr. Novey gave total dedication to the department and its concerns.

"Doc" Novey belonged to many local clubs and organizations, helped found one of the local banks, and supported a number of good causes. But he will probably be best



remembered for his contribution to local citizens' welfare through his work with the Fire Commission. Because of that major effort, this annual report is gratefully dedicated to Dr. E. E. Novey.

The cover design and inside page decorations were done by local resident Joanne Kost who is rapidly developing a national reputation for her quilt designs. The pineapple symbol of welcome and the vine, representing the still important agricultural aspect of town, indicate the town's continuing interest in its history and heritage.

A necessary duty of early women in town, quilting is enjoying a resurgence of popularity. Glastonbury has an active quilting club and a regularly scheduled quilt show, sponsored by South Glastonbury Congregational Church, draws rare and lovely exhibits from across the country.

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## Administration

### Report from the Town Manager

Fiscal year 1983/1984 was another very active year for the Town of Glastonbury. Many projects that were in the planning and engineering stages finally went into the construction stage or were actually completed.

The town ended the fiscal year in excellent financial condition with a General Fund surplus of \$510,000, which was a marked improvement over the prior year. The surplus was enhanced as a result of very favorable tax collections and a significant increase in town clerk recording fees and building permit fees, resulting from the increased building and real estate activity.

Our Grand List had an increase of \$21.7 million. A very significant portion of this, \$2.7 million, came from new industrial and commercial development. \$8.8 million was new residential construction. Building permits for 311 new homes were issued. Approximately 2/3 of these were single family homes and approximately 1/3 were single family condominium type homes.

A number of other noteworthy activities of interest to our citizens are summarized below:

A. A major expansion and improvement to Addison Park was undertaken with the help

of a Community Development Block Grant.

B. In August, the town sold a \$1.9 million capital improvement bond at an extremely low rate of 7.41%. Of 30 municipal bond issues sold throughout the state last year, only one (1) community had a slightly lower borrowing cost than Glastonbury. The remaining 28 towns all paid substantially more for their bonds.

C. As part of our Capital Improvements Program, exterior library maintenance work was undertaken which consisted of repairs to the roof, gutters, downspouts, sand blasting the building and exterior paint. The driveway entrance was moved to eliminate a hazard.

D. Work got underway to make all of our buildings accessible to the handicapped; \$225,000 in Community Development Block Grant funds was utilized for this purpose.

E. In October a dedication ceremony and open house was conducted at our newly renovated police headquarters. Also, we awarded a contract based on a low bid of \$102,500 and commenced work on the renovations to the Parks and Recreation office and garage complex.

F. A new revaluation contractor was hired to conduct a complete revaluation of all taxable real estate in town. The revaluation is to be completed for the 10/1/85 Grand List.

G. The Economic Development Commission worked with the town staff and developed a comprehensive five-year plan of economic development which was submit-



ted to the Town Council for action.

H. A badly needed traffic signal and some minor intersection improvements were made at the intersection of Hubbard Street/New London Turnpike/Neipsic Road.

I. The contract to reconstruct the Parker Terrace pump station was awarded and work on that project is underway.

J. Finally, at the end of the fiscal year the town had its refuse transfer station completed and began hauling refuse into the landfill at Hartford as part of an agreement with the Connecticut Resource Recovery Authority.

\* \* \*

Please take the time to peruse the following pages and note the interesting activities of the town during the past year. Our accomplishments would not have been possible without the difficult policy and financial decisions of our elected Town Council and Board of Finance.

Citizens are again reminded that they are most welcome to forward any comments or suggestions they have to help improve our town.

**Richard S. Borden, Jr.**  
Town Manager

*Town Manager Richard Borden receives special recognition from representatives of the Connecticut Rivershed Water Council for the town's efforts to reduce pollution of the Connecticut River.*





## Report from the Town Council

Benjamin Disraeli once commented, "There's no education like adversity." I must concur, as Glastonbury endured the flood of '84 with panache, and experienced record-breaking demands for residential and commercial growth.

To control these demands, a number of important steps were taken in 1984. To prepare for the future, a revised Plan of Development was adopted. To protect our past, a tenacious Historic District Committee obtained citizen approval in referendum to create a Main Street Historic District. To show off our town, we joined a Municipal Tourism District with Wethersfield, Rocky Hill and Newington.

Record growth in the Grand List (\$21.7 million) helped control the mill rate, contributed jobs, services and tax benefits to our town. To balance that growth, the Council committed 7% of our annual budget to maintain our municipal infrastructure for our citizens and the first class companies which brought state-of-the-art technologies to Glastonbury.

Attention to the environment takes on greater urgency every year. The discovery of EDB contaminated wells in Glastonbury and asbestos in our schools, however remote, was not good news. By necessity the landfill closed and we await signing a contract with 32 other towns and CRRA to construct a refuse-to-energy plant in Hartford.

Our student population decreases but demand for education funds increases. State and federal mandates and less federal aid

make it a difficult job to maintain a healthy balance of the town budget to meet all our town needs as well as educational ones.

We are grateful to citizen volunteers who contribute immeasurably to our quality of life. What better example than the flood when Glastonbury's quality circle of citizens, service clubs, commissions, town staff and elected officials were on guard during that turbulent time. We are proud of our fire department, ambulance service, and police department who join forces daily as watch-dogs for our citizens' welfare.

**Sonny Gogins, Chairwoman  
Glastonbury Town Council**

*The Town Council is elected for a two-year term every other November in odd years. The Charter specifies that at least a minority of three shall be elected to the nine-member legislative group.*

*The Council membership at the present time is made up of six Republicans and three Democrats. As high vote-getter, Mrs. Gogins became the town's first Council chairwoman.*



*The present Town Council, elected in November of 1983 for a two-year term, includes (back row) Michael Meotti, Walter Cusson, Henry Kinne, Steven Hinchey, Richmond Perley; (front row) minority leader William Constantine, chairwoman Sonya Gogins, majority leader George Adamson and vice chairwoman Marla Erley. At right, three Council members who served until November 1983, were Allen Pfeffer, Lois Muraro and Patrick Dwyer.*





## Community Development

### The Community Development

**Division** is responsible for the management of all land use activities, including the review of plans, long-range planning, building inspection, code enforcement, environmental protection, and economic development.

Permanent staff support is provided to the Town Plan and Zoning Commission, Conservation Commission, Economic Development Commission, Building Code Board of Appeals, Housing Code Board of Appeals, Beautification Committee, and other groups as required.

During the year, the community experienced significant new residential and commercial growth. With the adoption of a revised Plan of Development in May 1984, an orderly and rational approach to the use of land should be maintained.

### The Town Plan and Zoning

**Commission** is comprised of six regular members and three alternate members, all appointed by the Town Council. As the town's land use authority, the commission is responsible for the approval of subdivisions and special permits, the preparation and adoption of the Plan of Development, and recommendations on zone changes and public improvements.

This was an important year of the commission, with members spending many hours working on a new Plan of Development. The long task was completed in May and a new plan was approved on June 5, 1984. The new plan is intended to guide growth through the remainder of this decade; copies are available at the Community Development Office.

### Construction Activity Report from the Building Official

#### CONSTRUCTION COSTS (Estimated)

|                                   |                          |
|-----------------------------------|--------------------------|
| New Homes                         | \$18,940,130             |
| Commercial & Industrial           | 6,155,125                |
| Public Buildings                  | 361,539                  |
| Additions, Alternatives & Repairs | <u>3,052,040</u>         |
| <b>TOTAL VALUE:</b>               | <u><b>28,508,834</b></u> |

REVENUE COLLECTED: \$219,820.77

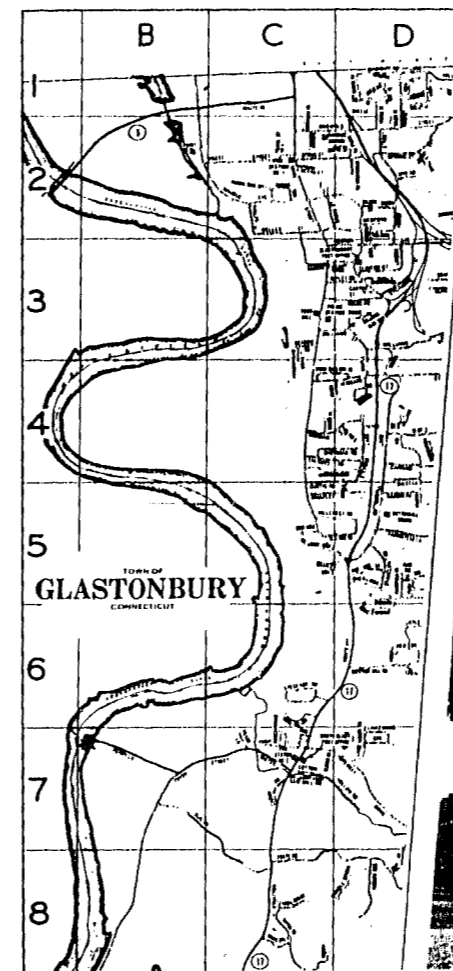
Permits Issued: (All Phases) 2,256

Certificates of Occupancy Issued: 504

INSPECTIONS CONDUCTED: (All phases of construction & land use) 3,998

Complaints Investigated: 82

In addition to receiving applications and maintaining records for the ZBA and Building Code Board of Appeals, the Building Official enforces the Building Zone Regulations, Building Code, related mechanical codes and serves as Chairman of the Housing Code Appeals Committee.



# Plan of Development

TOWN OF

## Glastonbury, Connecticut

1984



*The 1983-84 fiscal year saw the completion of a new Town Plan of Development, a guideline for future growth in Glastonbury.*





**The Redevelopment Agency**, in its final year, approved plans for the second phase of condominiums at Glen Lochen, including 21 additional housing units dedicated to a town monitored ownership program for families of moderate income. These buildings are the last to be built in the center renewal area.

The Agency also studied the problem of deteriorating street lights in the redevelopment project. Its final action was to send a lighting memo to the Town Council recommending town-owned street lights be installed in the area to increase lighting and safety, save money and improve appearance.

**The Conservation Commission** acts as trustee of the town's environment and its natural resources and works for the preservation of open space. It reviews land development proposals, issues environmental impact statements and forwards recommendations to the Town Plan and Zoning Commission and Town Council.

Acting as the local Inland/Wetland and Watercourses Agency, the commission issues wetland permits and enforces state-mandated wetland regulations.

During the year many field investigations were conducted and proposals reviewed for residential development, office construction, a commercial bank in the Flood Zone and the Route 2-3 connector. Significant progress has been made toward implementing the streambelt preservation plan by the use of open space dedication and conservation easements as part of the subdivision approval process. The commission closely

monitored the June 1984 flood and will continue to advocate strict regulation of floodplains.

Richard Mihm retired in 1984 after 18 years of dedicated service including six years as chairman of the Conservation Commission. A volume capturing the history and accomplishments of the Conservation Commission was prepared and dedicated to Mr. Mihm.

**The Building Board of Appeals/Code Review Committee** is charged with the responsibility of hearing appeals pertaining to building construction and interpretation 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. One appeal was heard during this period.

**The Economic Development Commission** is a seven-member commission appointed by the Town Council to promote and coordinate planning related to new employment and diversification of the town's tax base.

The Economic Development Commission plans to continue working with the private sector as new opportunities for employment reach the development phase. With the Town business/economic climate very healthy, EDC looks forward to the continued quality expansion of the employment area.

**The Zoning Board of Appeals**, a duly elected body, is charged with hearing appeals of the citizenry and taking action as deemed appropriate in the following areas: (1) variances of the zoning regulations, (2) special exceptions as provided for in specific regulations and (3) appeals from the decisions of the Building Official.

During the year, the board held twelve public hearings during which it considered 92 applications, as follows: 85 appeals for variances (68 were approved); 16 appeals for special exceptions (12 were approved); 1 appeal of Building Official (decision upheld); 2 applicants withdrawn; 1 approval of site location as required by the State of Conn.

### **Legal Services**

**The Probate Court** becomes intimately involved in the lives of many of our residents. Although commonly thought of in connection with the distribution of a person's property after death, the most important function of the Court is to assist the living.

The Court serves persons who are mentally and/or physically unable to manage their own affairs by appointing a conservator to act on behalf of an incapable person, by appointing a guardian of a mentally retarded person and, if necessary, by placement of a mentally retarded person in a proper facility. Adults and children suffering from severe mental illness may be committed to an appropriate hospital.

A guardian of the person is appointed to provide for proper care of a child without parents or when the parents are not carrying out their responsibilities. A guardian of the

**The Community Beautification Committee** reviews plans for site development and landscaping for proposed Planned Area Developments and construction requiring Special Permit with Design Review. When requested by the Conservation Commission, the Committee reviews subdivision plans.

Guidelines specifying information required for review plans were written for distribution to applicants.

Landscaping was planned and implemented at the Town Hall, South Glastonbury fire house, and Gideon Welles School. Plantings underway at Welles-Turner Memorial Library are planned for completion in the fall.

estate is appointed to oversee assets belonging to a minor child.

Other responsibilities include adoptions, termination of parental rights, paternity, sterilization, medical and surgical treatment of involuntary patients, waiver of waiting period for marriage licenses, weddings, change of name and passports. Acting as a passport processing agency and officiating at weddings are services provided voluntarily at the discretion of the Judge of Probate.

Services provided this year included administration of 146 decedent estates; appointment of two testamentary trustees; appointment of five guardians; establishment of five conservatorships; allowance of 80 fiduciary accounts; approval of 15 adoption proceedings; issuing four marriage waivers; approval of nine change of name applications; processing 487 passport applications and 19 miscellaneous applications.





## Report from the Town Attorney

This was the year of proliferating zoning appeals and aggressive pursuit of delinquent taxes. We would be less than candid if we did not also mention the seemingly endless stream of Freedom of Information Act (F.O.I.A.) requests. These were the prominent activities which, for us, overrode the high frequency hum of regular town business and work, such as revaluation, public works projects, and Economic Development.

The good news for dutiful taxpayers was the aggressive but fair posture adopted by Madeline G. Rettberg, the Tax Collector, as to delinquent taxes. Some cases were dramatic, but most were quietly successful. The result--the collection of many, many thousands of back taxes--was immediately tangible and had to warm the hearts of the Board of Finance, Town Manager Richard Borden, and Ted Ellis, the Director of Administrative Services. We were happy to help out. There is an intangible benefit also; there will be far fewer delinquents in the future.

The bad news, from our legal point of view, was a sudden rash of appeals from the activities of the Town Council, the Plan and Zoning Commission, the Zoning Board of Appeals. There were eight such appeals filed or in progress during calendar 1984. These were appeals from zoning variances, subdivision approvals, commercial development approvals, and Planned Area Developments. One may admire and respect the right of nearby residents to attack development which adversely affects them and their pro-

perty, but the litigation costs generated and the town personnel time consumed in the defense of appeals having an insignificant or weak basis is to be regretted. As of this writing, all but two appeals have been dismissed or otherwise disposed of. Perhaps the new statutes regarding frivolous appeals will have some influence in preventing all but those appeals which are well-founded and thoughtful. That kind of serious complaint or appeal always deserves consideration. Naturally, we oppose any appeal that is used as a personal or economic weapon.

Next the F.O.I.A. deserves some serious discussion. The continuous flow of F.O.I.A. requests for information and documents concerning town employees records, fire marshall enforcement programs, police records, complaints, personnel policies, and personnel records, town construction contracts, etc., crested at flood level with a recent request for copies of the police daily log for 53 months. A monumental, unjustifiable task, that was estimated would take 80 weeks at 5 hours per week (because the department must fully utilize all personnel on productive work, patrols and investigations). The statutory maximum allowable \$.25 charge per page would not begin to cover the horrendous cost in personnel hours to put together and copy the log, after matters which are not disclosable under law were removed.

That unique request, in the context of many other perhaps less burdensome, but nevertheless troublesome, raises some interesting issues that the F.O.I. Commission and the Superior Court have only begun to

deal with. We think the legislature should also.

When is a request or complaint frivolous? When is the law being abused and misused? Does the law's purpose outweigh and mandate tolerance of abuse? Is a person's purpose, i.e., genuine public interest, or personal retaliation, in using the F.O.I.A., a proper inquiry? Can it be a limiting factor? Should it be? Are towns, and ultimately the taxpayers of the towns, irrevocably and unavoidably to be left at the mercy of persons variously described in the media as "watchdogs," gadflies," or, "persistent complainers?"

The F.O.I.A. was adopted to ensure that the public's business is conducted evenly, fairly and in public, and that decisions are made based on sound, legitimate grounds, in the public's best interest. Many towns, like Glastonbury, were and have been dedicated to those purposes and standards long before there was an F.O.I.A. Others have needed prodding in that direction on occasion. Certainly those occasions, on the local, state and federal levels of government, are well-known.

No one can seriously question or dispute the need for an F.O.I.A. generally. Just having it there, and the public's awareness of it, has a great positive influence on decision-making for those sometimes prone to stray from the path of righteousness. We support the purposes of the F.O.I.A. without reservation. However, we can't suppress the feeling that a citizen's serious concern and inquiry about a particular proceeding or decision, should somehow be distinguished from



another citizen's unflagging search to find *something* wrong with *something*, in order to embarrass town government and officials, rather than to educate or correct them.

The time, effort and cost of research and compliance, rendering opinions on requests and defending complaints, compels us to wonder out loud about some discretionary limitations, in the control of the F.O.I.C or the courts, to protect against and prevent abuse, particularly where no public interest or purpose is present as a motivating factor.

We hope that you as citizens and taxpayers will give it some thought.

**William S. Rogers**  
**Tyler Cooper & Alcorn**







## Library Services

### The Welles-Turner Memorial Library

continued to be a bargain in 1983-1984. For a per capita investment of less than \$16 towards our operating budget, we provided a dividend of \$112 (an "increase" of 800% on your investment!) in goods and services that would have cost you \$3,204,900.00 had the library not existed. This is what you would have spent:

—At \$13 a book, the 227,000 items you borrowed last year would have cost you \$2,964,000.

—At \$15 each (not counting your travel expenses to other libraries) the 677 books secured for you through Interlibrary loan would have cost \$10,155.

—The 693 films you borrowed for free would have cost an average of \$15 each as rentals from a commercial agency, or \$10,395.

—The combined audience of 16,699 people who viewed our films would probably have paid at least \$2 for comparable programs in theatres, or \$33,398.

—Our research and expertise in answering your 11,663 reference questions has a conservative market value of \$174,945.

—The 3,397 children who participated in story hours, films or other programs would have paid at least \$1 for comparable programming elsewhere, or \$3,397.

—Framed art prints you borrowed for your homes and offices would have cost you

\$7,680.

—And the film projector that was used by sixty-two local organizations would have cost those groups \$930 from a commercial rental agency.

This is a conservative estimate because it in no way places a monetary value on the enjoyment of reading or borrowing in the library or the usefulness of studying here. Nor does it account for our many related services, such as community information bulletin boards, provision of copying machines, the public typewriter, the coupon exchange, the book discussion groups, or the play area for children.

We cannot put a price on the Connecticut program that opens the doors and collections of every public library in the state to Glastonbury residents or the advantages of being linked directly by computer with twenty-four other Hartford area libraries whose combined book holdings exceed 2,000,000 volumes.

We are proud of the services we have been able to provide over the last year and look forward to an expanded library facility that will enable us to add a public meeting room, promote more programming at all levels, and expand the existing collections while creating new ones, such as circulating videocassettes and talking books.

One of the most important things we accomplished in 1983-1984 was the completion of a preliminary feasibility study for library expansion. The study was submitted to the Town Council by the Library Board in February, 1984, and serves as the basis for the more detailed and specialized works be-

ing completed now as our next step toward an expansion and updated library for Glastonbury.

Melissa Coury, Director

### The East Glastonbury Public Library

is an independent, free public library, operated entirely on a volunteer basis. We have over 12,000 books, periodicals and records, both fiction and non-fiction, adult and juvenile, which may be borrowed by any Glastonbury resident.

In addition to regular library services, we provide a pre-school story hour, Friday night free movies, adult book discussion group, children's summer reading program, and serve classes from Eastbury School.

The library is supported by the work and



donations of its volunteers, funds granted by the town and state and our annual fund drive.

Virginia E. McGill  
Librarian

### The South Glastonbury Library

funded one-third by the town and two-thirds by private donations, contains some 10,000 volumes. Special features include the Hodge Natural Science Collection and the Kinne Antiques Collection.

The library provided meeting space for community organizations. It also sponsored a film series, children's craft classes and story hours, and a monthly cultural program.

Workroom renovations and exterior painting were funded through grants from the Ensworth Foundation, the Service Club and Aetna Insurance Company.



Costume parties and story hours are part of the Welles-Turner Memorial Library year-round activities.







## **Parks and Recreation**

### **The Parks and Recreation Department**

is responsible for the organization and administration of all town-sponsored recreation activities and facilities. The department is also responsible for the care and maintenance of town parks, open space, municipal grounds, athletic fields, school grounds, street trees, and cemeteries.

The department also supports the activities of groups such as Hartwell Soccer, Little League, Midget Football, and the Glastonbury Square Dance Club. It assists school P.T.O.'s with playground improvements, and co-sponsors a variety of activities with local civic clubs and organizations.

During the summer of 1983, the first Summer Music Series was sponsored in cooperation with the Chamber of Commerce. Through funding provided by local merchants, a series of outdoor concerts were held at Hubbard Green. Each concert was well attended with the largest audience estimated at over 1,000 persons. Plans call for the series to become an annual event.

The Music and Arts Camp held each summer at Gideon Welles School continued to improve. Jazz band, jazz choir and string orchestra were added to the list of course offerings. In addition, classes for ninth graders were provided.

The four-town Camp Sunrise program was

held at Glastonbury High School once again. The camp, jointly sponsored by the towns of Glastonbury, Rocky Hill, Wethersfield and Newington, is one of the finest programs of its type in Connecticut.

Town swimming facilities were the site of another busy summer season. Grange Pool, Eastbury Pool and the high school pool were operated seven days per week, and offered a comprehensive instructional swim program, lifesaving courses, scuba, swimnastics, adult lessons, and recreation swimming.

Summer playgrounds were held at Hopewell, Buttonball, and Academy Schools. Children of all ages took advantage of the six-week program which included swimming, arts and crafts, games, special events and field trips.

Over 600 men and women softball enthusiasts participated in the town-sponsored softball leagues. Each league began play in early May and completed the season with league playoffs held in August.

Hubbard Green is the site of the annual Senior Citizen's Picnic each June. In 1983, a record turnout of close to 200 enjoyed square dancing, games and a delicious chicken barbecue with all the fixings.

Gymnastics Camp, the Kids Dog Show, tennis lessons and tournament, day trips, girls softball, and town band concerts are more of the activities offered each summer.

Fall signifies the start of a comprehensive indoor aquatic program held at the Glastonbury High School pool. The aquatic program, which continues through the winter months, includes swim lessons for children and adults, swim team, water ballet, swim-



nastics, scuba, early morning swim and evening adult and recreation swim.

The Second Glastonbury Golf Open was held in September at Minnechaug Golf Club. Almost 150 golfers of all abilities signed up for this popular fall activity. Participants enjoyed 18 holes of golf, a hot and cold buffet and good company.

The Santa's Run Road Race drew a record crowd of 650 runners in 1983. Thanks to the co-sponsorship of Quality Name Plate, Inc. of East Glastonbury, the Santa's Run Race has become one of the most popular races in Connecticut.

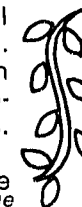
A Saturday morning children's arts and crafts program was started in 1983. Youngsters in grades 3-7 participated.

Winter months are busy for the Parks and Recreation Department as a full range of indoor activities are sponsored. Over the course of the winter and early spring months a series of children's performances were given. In January, Brian Gillie's Rhythm and Music provided a history of song and dance for the young audience. In February, Michael Grahms' Puppet Theater entertained a packed Gideon Welles Junior High auditorium. Finally, in April, the Soap Box Revival kept the audience on its toes involving the youngsters in many of their skits.

Thanks to a generous donation by the Glastonbury Rotary Club, a specialized pool lift was purchased for the high school pool. This enabled the Parks and Recreation Department to conduct an adapted swim program during the winter and spring months. Participation was excellent.

A variety of activities rounded off the

*Continued next page*





winter session. Of particular note are the aerobic exercise classes which continued to attract large enrollments; youth basketball which drew about 600 boys and girls; and playschool for children 3 years and up. Other activities included the annual door and window decorating contest, men's basketball league, winter gymnastic lessons and team, winter Camp Sunrise, square dancing, open gym programs, ice skating, after school roller skating, ballroom dance and yoga lessons.

Over 100 youth cast their lines to catch "the big one" at the first annual fishing derby held at J. B. Williams Park in April. Prizes were awarded for the largest, smallest and most fish caught. Coffee, hot chocolate, and donuts were served.

A kite-building workshop was new in April. This instructional program taught children how to make kites and was followed by a kite flying contest to see whose flew highest and longest.

The Annual Acme Merit-thon was held again in May. This event attracts 800-1,000 runners each year. Proceeds are donated to the Jimmy Fund.

Although race day for the Spring Fever Run was cold and blustery, a record crowd of 150 runners participated in the 4.75 Mile Race held on a hilly course in South Glastonbury.

The bus trip programs continued to grow in popularity. Trip destinations included Fenway Park, New York City, Boston's Quincy Market, the Big E, Vermont Foliage Trip, Tall Ships, and Newport, Rhode Island, among the 12-15 trips sponsored annually.



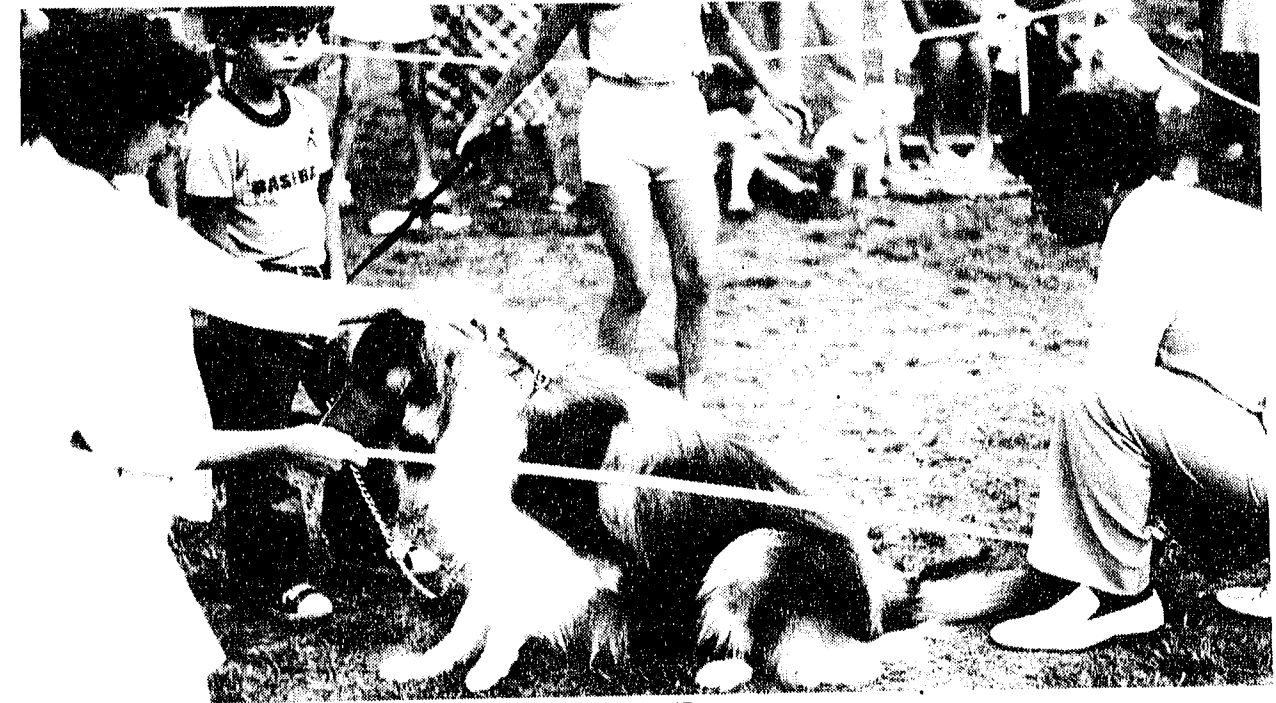
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Cities and towns throughout the country participated in the Hershey Track and Field Program in 1984. In Glastonbury, over 100 youths competed. At the state meet held at Willowbrook Park, New Britain, Glastonbury won three out of a possible six team awards, competing against 39 Connecticut cities and towns.

During 1983/84, the Parks and Recreation Department directed extensive renovations to Addison Park which will continue in 1984/85, completed landscaping projects at Gideon Welles School, Company Number

Two fire house, and the Town Hall.

**The Recreation Commission** is a six member body which reviews recreation activities and advises the Town Council on a recreation-related policy. In 1983/84 the commission made various recommendations to the Town Council regarding improvements to recreation facilities and parks. The commission also updated the Plan of Development for Parks and Recreation in Glastonbury and submitted an addendum to Town Council.



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## Human Resources

### The Senior Services Department

works with senior citizen groups and individuals, town staff and officials, the Commission on Aging and other groups and agencies. Services, such as Dial-a-Ride, the Nutritional Program, out-reach, information and referral are designed to meet the needs and interests of Glastonbury's senior citizens. The department is also responsible for administration and coordination of Senior Center operations.

During 1983-84, the department emphasized outreach efforts to serve those older adults in town with particular needs. The Friendly Visitor, Call-a-Friend and Carrier Alert programs were continued with the help of local volunteers. The department assisted Social Services with the Energy Assistance program as it applied to elderly residents. Numerous home visits for service assessment were made upon referral from the Glastonbury Visiting Nurse Association, Housing Authority, police department and other agencies.

Attendance at the Nutritional Luncheon Program grew to an average of nearly 50 people per meal. Programs after the meals included: travel slides, legal rights, and informational lectures on arthritis, Social Security, Medicare and health insurance.

Programs for the year included: Mature Driver 62 Programs, films, bingo games, income tax assistance, blood pressure screen-

ings, and a computer skills workshop. At the Senior Center, on-going classes included: knitting, crochet, woodcarving, pottery, recorder lessons, bridge, quilting, crafts, shuffleboard, German, book club and yoga. A grant from the Ensworth Memorial Fund helped to fund some activities at the Senior Center.

The Dial-a-Ride program continued to grow to 195 unduplicated regular riders. A limited out-of-town service to shopping areas in East Hartford was initiated in fiscal year 1983-84. It continues to be quite a popular excursion with the riders.

The year also saw the completion of a comprehensive long range planning document entitled "A Plan of Development -Senior Services in Glastonbury." The plan addresses issues regarding the future of senior citizen programming in Glastonbury through needs assessment, program/facility inventories and projected census data. Both the Commission on Aging and department staff believe that planning will facilitate a better organization and direction of programming goals in relation to the needs of Glastonbury's older adult population.

## Senior Citizens' Special Phone Directory

|   |                      |
|---|----------------------|
| Glastonbury Department of Senior Services                               | 659-2711<br>ext. 295 |
| Dial-a-Ride   |                      |
| Gideon Welles Senior Center   |                      |
| Nutritional Luncheon Program  |                      |
| Friendly Visiting/Call a Friend   |                      |
| Senior Citizen Discount I.D. Cards<br>(Glastonbury Chamber of Commerce) | 659-7154             |
| AARP & NRTA Pharmacy  | 289-6031             |
| Social Security Office  | 722-3717             |
| Medicare  | 1-800-982-6819       |
| Housing Authority   | 633-3549             |
| Glastonbury Visiting Nurse Association                                  | 633-3521             |
| State Department on Aging   | 566-4810             |
| FISH transportation   | 633-2667             |
| Info-Line   | 521-7150             |
| Senior Employment Program   | 659-2711<br>ext. 300 |
| State Department of Income Maintenance                                  | 647-1441             |
| Food Stamps   |                      |
| Title XIX Medical Assistance  |                      |
| Tax Exemptions/Relief   | 659-2711<br>ext. 259 |
| Meals on Wheels<br>(Visiting Nurse and Home Care of Hartford, Inc.)     | 243-2511             |
| Glastonbury Department of Social Services                               | 659-2711<br>ext. 288 |
| Financial Assistance  |                      |
| Energy/Fuel Assistance  |                      |

### The Social Services Department

provides financial assistance to residents who meet eligibility requirements. It also serves as an information and referral source and provides advocacy services.

Cases handled during fiscal year 1983-84 totalled 411, which was 86 over last year. Total costs for providing assistance to those cases was \$90,581.15, of which \$85,712.71 was reimbursed to the town from the State. Thus, the actual cost to the town for providing financial assistance was \$4,868.44.

The department also serves as an intake site for the state-sponsored Energy Assistance Program. The department was successful in proposing an amendment to the program that would enable towns to determine eligibility of its residents.

The holiday season is made more enjoyable for many families and individuals due to the overwhelming generosity of local organizations, businesses, and citizens. Through these donations the department is able to sponsor a Christmas Toy Shop and provide Thanksgiving and Christmas dinners.

**The Commission on Aging**, composed of seven appointed members, serves in an advisory capacity to the Senior Services Coordinator, providing support, suggestions and evaluation of programs. This year the commission's main thrust dealt with helping in the preparation of the plan of development for senior services, a look at meeting the needs of the increasing senior population from a program and facility viewpoint.





**The Glastonbury Youth and Family Resource Center** is a town supported multi-purposed center to help all of the families in Glastonbury "live with life."

The Youth/Elderly Employment referred 1276 full or part-time jobs for youth and



*Extensive rehearsals for Creative Experience productions are also fun and result in a commendable finished product.*

senior citizen participants in 1983-84; 367 new applicants were enrolled in the programs.

The Creative Experiences program involved 817 young people in various art and community activities producing such shows as "Brigadoon," and "Is There Life After High School," a Halloween haunted house in October and a touring company—The Peter Pan Players—performing in Glastonbury schools.

The Youth Services Action Group consists of Glastonbury students ages 12-18 involved in community projects, such as the Apple Festival, carol sing, Rock Haven, and various volunteer programs.

Another program sponsored by the center is Pass It On, a student-run cable television program featuring community information, local performers and educational interviews. It is produced three times weekly.

The Youth and Family Resource Center continues to offer counseling services to families with children who reside in Glastonbury or attend Glastonbury schools. The clinical staff covers each of the Glastonbury public schools, providing a range of individual, marital, group, and family services. Approximately 165 Glastonbury families received these services during the 1983-84 fiscal year. An already well-used addition to the clinical department has been a memorial borrowing library, offering clients readily available literature which might further assist them in resolving personal problems.



*Three half-hour television shows are produced weekly by the "Pass It On" student-run cable TV program. Guiding the public access productions are Chris Gullotta (fourth from left) and Elsie Easterbrook (second from right). At right, youngsters line up for a segment of "Brigadoon," one of the musicals presented at the high school involving both youth and adults in the community.*





*The Fine Arts Commission co-sponsored summer concerts on the Town Green.*

**The Fine Arts Commission** promotes and encourages interest and participation in the arts, coordinating and supporting efforts of town agencies or departments and private organizations having the same purpose and goals.

The 83/84 programs included: The Univer-

sity of Connecticut Nutmeg Chamber Orchestra; summer concerts on the green; a workshop in mask-making by internationally-known sculptress Carole Sivin; trips to Bushnell Concert series; two chamber music concerts in association with the Historical Society; a grant to Eileen Wilkos to produce a show at Hopewell School; grants to the Camerata school for 10 Glastonbury residents; a February Dixieland concert featuring outstanding artists from New England; a variety of cultural-musical programs performed at local convalescent homes; water color classes offered each month with the help of the Glastonbury Art Guild.

The members participated in a state wide conference in the use of computers in the arts at Wesleyan University. The Performing Arts Center at Manchester Community College has appointed a representative from the commission to its board.

**The Housing Authority** continued to manage The Town Moderate Price Housing Program.

Sixteen moderate income families purchased new condominium units at Glen Lochen and Hubbard Run condominium projects.

The Authority also continued to provide safe and sanitary low income housing to more than 371 families in town. These include 199 units at Welles Village, 140 units of state elderly, 12 congregate units at Still Hill Rest Home and 20 Section 8 existing subsidies in the town private rental sector.

**The Health Department**, in its effort to provide for the health and well being of the community, routinely conducts programs in environmental health, health education, and preventable disease. The provision of health care is not a function of the department, but programs which provide public clinics, home care and nursing services are carried out by the Glastonbury Visiting Nurse Association, while programs geared to prevent disease are carried out by staff.

**Environmental Health Program**

This program requires a major portion of our time and monitors all the factors which involve our immediate surrounding, including water, sewage, refuse disposal, food services, housing and their related complaints.

**Preventable Disease**

This program is designed to prevent illness before it occurs. Flu immunization clinics for the elderly are held annually as are regular clinics for maternal and child health, which cover such areas as nutrition, prenatal and postnatal care and childhood immunizations and screenings. A physical fitness program was funded by the state health department for all town employees as a positive step forward in our "Lifestyle

Awareness" program.

**Health Education**

The gathering and disseminating of current public health information to the public is the basic goal of this program. We achieve these ends through regular news releases to the media, an information and pamphlet rack and disseminating current information to physicians on specific illnesses or trends in public health. We have been very active in a "Lifestyle Awareness" program for all town employees and our goal is to achieve a longer, healthier and more productive life through dietary changes and physical activity.



*Public Health Officer Richard Coppa.*

**Inspections 1983-84**

|                        |     |                 |     |
|------------------------|-----|-----------------|-----|
| Complaints             | 352 | Food Service    | 593 |
| Insects-Rodents        | 26  | Housing Code    | 308 |
| Garbage-Rubbish        | 62  | Sewage Disposal | 344 |
| Septic Systems Repairs | 52  | Swimming Pools  | 150 |
| All Others             | 275 | All Others      | 626 |





## Public Records

The Town Clerk's office is the center for public records and information including land records, vital statistics, elections, minutes of the numerous boards and commissions, and various licenses.

Income for the 1983-84 fiscal year increased nearly 30% over the previous year as property transfers continued at a record pace. Income for the town was approximately double just two years earlier.

A state conveyance tax equal to 1/2 of 1 percent of the sales price was passed by the state legislature and became effective on July 1, 1983. The Town Clerk's office, which is mostly governed by state statute, has thus become a major collector of revenues for the State of Connecticut. The amount collected for the state was more than twice the amount received for the town.

Landfill stickers became an active part of the Town Clerk's office with approximately 7,000 stickers issued during the fiscal year.

Balloting was conducted for a Glastonbury Historic District on Main St. In June, 1984. Seventy-five ballots representing 53 votes were mailed to the property owners with the proposed district. The ballots were counted in the Town Clerk's office with the vote 80.46% in favor and 19.54% against.

The Registrars of Voters report a total of 1,093 new voters made from July 1, 1983 to

June 30, 1984.

| New Voters | Party        | Totals |
|------------|--------------|--------|
| 383        | Democrat     | 4901   |
| 362        | Republican   | 5327   |
| 348        | Unaffiliated | 4539   |
| 1,093      |              | 14,767 |

A Town Election was held on November 8, 1983. Of the 14,843 eligible voters, 7,683 voted (51.8%); 313 of those cast absentee ballots.

On March 27, 1984 the Democrats held a Presidential Preferential Primary. 5,002 Democrats were eligible; 1801 (36%) voted.

Voters may register and/or affiliate with a political party daily in Town Hall at the registrars' or town clerk's office from 8:30 a.m. to 4:30 p.m. Registration sessions are also held on the fourth Thursday of each month from 7 to 9 p.m. (none in December) at the Registrars' office. For further information on special sessions call the registrars at 659-2711, ext. 277 or 278.



Town Clerk Edward Friedeberg, flanked by staff members Kay Lawler (left) and Winifred Poisson, is responsible for town records.

## Collection — For Town General Fund

|                | 1981-82      | 1982-83      | 1983-84      |
|----------------|--------------|--------------|--------------|
| Conveyance Tax | \$ 63,187.25 | \$ 92,009.42 | \$111,880.78 |
| Recording Fees | 43,287.42    | 74,585.56    | 105,285.10   |
| Other Fees     | 7,135.55     | 7,385.00     | 7,939.75     |
| Totals         | \$113,610.22 | \$173,979.98 | \$225,105.63 |

## Collection — For State of Connecticut

|                            |              |              |              |
|----------------------------|--------------|--------------|--------------|
| Hunting & Fishing Licenses | \$ 12,911.00 | \$ 20,833.00 | \$ 22,374.00 |
| State Conveyance Tax       | 0            | 0            | 463,973.73   |
| Totals                     | \$ 12,911.00 | \$ 20,833.00 | \$486,347.73 |

## Collection — For Town Dog Fund

|                      |             |             |              |
|----------------------|-------------|-------------|--------------|
| Sale of Dog Licenses | \$ 9,168.85 | \$ 8,628.25 | \$ 11,927.35 |
|----------------------|-------------|-------------|--------------|

## Other Statistics

|                            | 1981-82 | 1982-83 | 1983-84 |
|----------------------------|---------|---------|---------|
| Births                     | 239     | 216     | 243     |
| Deaths                     | 171     | 155     | 185     |
| Marriages                  | 284     | 330     | 346     |
| Dog Licenses               | 2,211   | 1,999   | 2,204   |
| Hunting & Fishing Licenses | 2,830   | 2,738   | 2,584   |
| Veterans' Discharge        | 63      | 54      | 84      |
| Voters                     | 281     | 274     | 430     |
| Land Record Documents      | 4,775   | 6,068   | 6,966   |
| Absentee Ballots           | 655     | 553     | 521     |







## Public Works

### The Department of Public Works

Without question, the most significant event in fiscal year 83/84 was the flood which occurred from 31 May to 3 June, 1984. During this period, the Connecticut River rose to elevation 31.0 which is the equivalent of an 100-year flood.

During the flood period and the several weeks following, the employees of this department displayed the professional fortitude of a well-organized Public Works team, effectively utilizing all the resources available to them. The specific accomplishments of Public Works and other town departments during the flood are contained in a special, separate documentary provided by the town manager.

Prior to the flood, Public Works had a very productive year. Some of the more significant activities were:

- Main Street Reconstruction was reactivated with the Connecticut Department of Transportation. Public Works retained the firm of Reino E. Hyyppa & Associates to complete the design plans and provide construction documents for reconstructing Main Street from Naubuc Avenue to Griswold Street.

- Parker Terrace Pump Station design was completed and bids were received. The construction contract for the pump station was awarded to Boydco, Inc. The force main design is being completed.

- Keeney Street intersection with Hebron Avenue was approved for construction. Public Works forces began work in late fall and opened the new temporary roadway to traffic in early December. Final construction was completed in June.

- Transfer Station construction by Public Works was started in early March and completed in June. This new facility will enable Public Works to transport refuse to the Connecticut Resource Recovery Authority (CRRRA) landfill in Hartford when the Glastonbury landfill closes in late summer.

- The New London Turnpike/Neipsic Road intersection was the site of a new traffic signal installation. This project was designed by Public Works and installed by Connecticut Traffic Signal Co., Inc.

- Addison Park entrance road and parking lot was finished by Public Works crews in the spring.

- Welles-Turner Library had a complete exterior overhaul which included removal of paint, repointing, roof repairs, repainting, new shutters, new driveway, and new walkways.

- Removal of architectural barriers from town buildings progressed from the study phase to design phase. By June, this project was being readied for bid.

- Company 2 Firehouse site work was started by Public Works and the bituminous concrete base pavement was completed before winter. The top course of bituminous concrete will be installed in 1984.

- Public Works highway offices were modified to provide a new lunchroom, locker room, kitchen, and offices for the superintendent, foreman, and secretary.

As for normal operating conditions, Public Works crews performed this work:

- Completely reorganized the vehicle maintenance parts room.

- Treated 531 million gallons of sewage by removing 398 tons of dry sludge.

- Hauled 140 tons of refuse to CRRRA in Hartford.

- Recycled 1,254 tons (up 5%) of material and received \$16,454 (down 30% because of depressed markets).

- Buried 2,522 tons (up 21%) at the Bulky Waste site. Tipping fees were \$10,761 (up 520%).

- Worked 11 winter storms.

During the year, Public Works Engineering experienced a significant growth in development activities. The amount of bonds being retained by the town increased from \$1,169,509 to \$1,844,715, an increase of 57.7%. There were 36 developments in construction in June.

Finally, the efforts of the Public Works Wastewater Plant employees were recognized by the Connecticut River Watershed Council for the exemplary efforts in reducing pollutants to the Connecticut River.



The transfer station in place at the New London Turnpike landfill site.

**The Sewer Commission**, responsible for water pollution control facilities, was very active during the past year with large commercial and residential developments.

The commission is unique in that it has a Sewer Sinking Fund with which to improve, expand, or repair present sewer systems. Money is returned to this fund by the collection of outlet, unit, and frontage charges on new developments and expansion of existing properties.

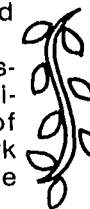
In 1983 the Sewer Commission authorized funds for the repair of the Parker Terrace pump station to meet state and local requirements. In 1984 funds were authorized to construct a new "force main" from Parker Terrace to the treatment plant. When these projects are completed, the Sinking Fund will receive 55% reimbursement from the state.

### The Public Buildings Commission

oversees the construction of public buildings, including selection of architects, awarding bids, and working with contractors in completing any assigned project.

The past year saw the completion of the changeover in the heating system at Naubuc School. The system was complete and operational by November 1.

The majority of work done by the commission had to do with the renovation and addition to Company #2 fire house. Dedication of the new facility was held in November. Work has continued on items not complete at the time of the dedication.







## Public Safety

**The Police Department** staff remained constant this year and includes 44 sworn officers, 6 dispatchers, 7 clerical workers, and 2 part-time clerical workers.

In addition, the department has 13 appointed Community Service Officers. This volunteer force acts as a supplement to the department by assisting with non-criminal incidents: desk officer assignments, preventive patrol, communications dispatching, crowd/traffic control, crime scene search, and security. Community Service Officers do

not carry firearms nor do they have the power of arrest unless authorized.

### Crime Statistics

Overall crime as reported to the police department shows a decline for the third consecutive year.

Serious crimes against persons or property, such as homicide, sexual assault, robbery, burglary, aggravated assault, motor vehicle thefts, etc. showed a 19% decline. Most notably there were no homicides nor sexual assaults in fiscal year 83/84.

Less serious crimes such as simple assault, disorderly conduct, forgery, fraud, vandalism, etc. showed a 10% decline.

Traffic activity, the issuance of motor vehi-

| Crime Statistics:  | 1981-82 | 1982-83 | 1983-84 | Change |
|--|---------|---------|---------|--------|
| Part I Index Crimes:<br>Burglary, Rape, Assault, Arson                             | 952     | 924     | 742     | - 19%  |
| Part II Index Crimes:<br>Trespassing, Disorderly Conduct, Vandalism                | 5,135   | 4,875   | 4,383   | - 10%  |
| Traffic Activity   | 6,406   | 6,611   | 7,035   | + 6%   |
| Miscellaneous Service Calls:<br>Fires, Dog Complaints,<br>Medical Assists, Escorts | 7,440   | 6,859   | 6,516   | - 5%   |
| Totals   | 19,933  | 19,269  | 18,676  | - 3%   |

cle warnings, infractions and summonses, increased 6% while miscellaneous police service calls decreased 5%.

Two of the most annoying ongoing crimes, burglaries and criminal mischief, showed reductions as well. In 1982-83, the total number of burglaries was 288. In 1983-84, the burglary rate dropped to 173 which represents a 39% decline.

In 1982-83, the total number of criminal mischief was 738. In 1983-84, the criminal mischief dropped to 614 which represents a 16% decline.

### Police Facility Dedication

On October 22, 1983, the long-awaited dedication ceremonies for the renovated police facility were held. The dedication was well attended by town dignitaries and citizens. Following the ceremony, an open house was held which included tours of the facility.

### Police Emergency Operations Center

Due to projected flood warning, the Emergency Operations Center was activated for the first time on May 30, 1984.

Police, town personnel and citizen volunteers set up operations in the facility for the flood duration. The overall operation ran efficiently and smoothly due in part to the facility design.

Our renovated police facility passed its first major test with flying colors.

### Crime Prevention Programs

During 1983-84, department personnel conducted educational courses in various areas of crime prevention. Most notably

were:

1. Sexual Assault Prevention: outlined three phases of training. Participants received training in awareness and perception along with basic common sense defense tactics.

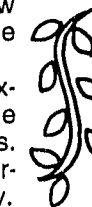
2. The Neighborhood Watch program got off to a good start with eight new watch areas activated, representing membership of nearly 300 houses. In conjunction with Neighborhood Watch, the Security Survey and Operation Mark-It programs continue to be successful.

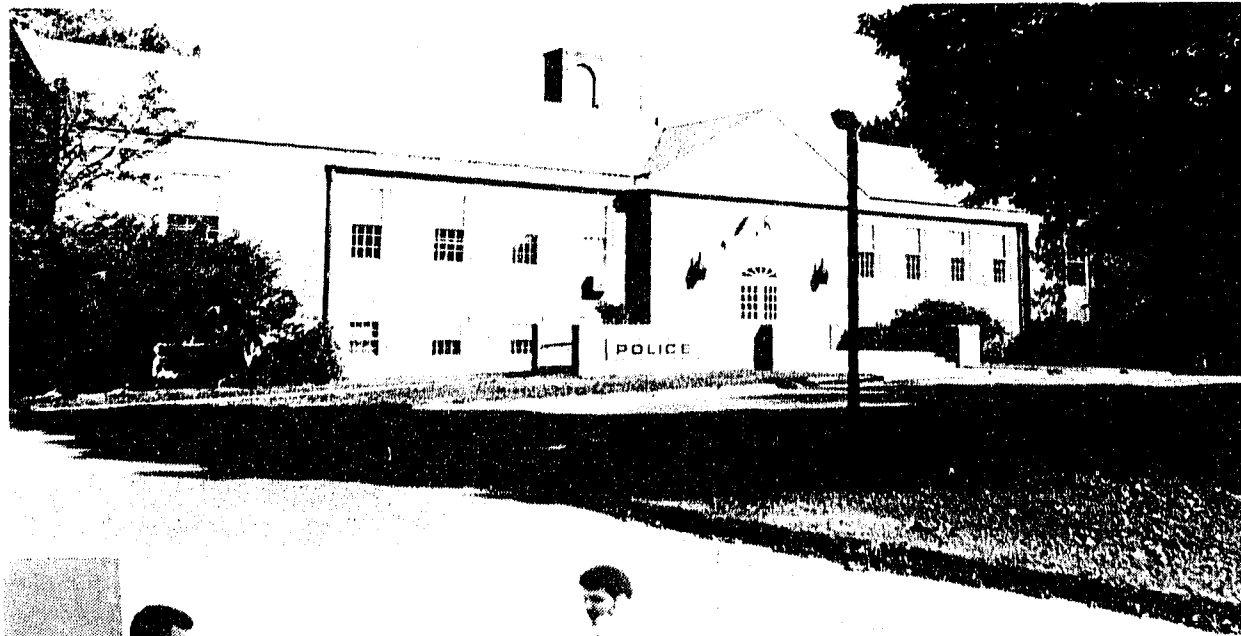
3. Another crime prevention program related to youth saw its beginnings in 1983-84. After several years of research and planning, the Officer Friendly program was introduced into the Glastonbury School System. The program was developed with the assistance of the Glastonbury Junior Women's Club and school personnel.

Approximately 1800 students at the pre- and elementary school levels participated in classroom presentations on Beware of Strangers/Helping Hand, Poison Prevention, Bike and Pedestrian Safety, Alcohol/Smoking, Police facility tours, and Safety Village.

The Police Explorer post had another year of constant activity assisting the department with numerous events. Many activities were related to traffic and crowd control. The highlight of the scouting year program saw 25 explorers attending the National Police Explorer Academy in Chicopee, Mass.

During the week long training program, explorers expanded their knowledge in the criminal justice system and how it operates. Explorers from all over the country participated in the popular Westover Academy.





*The town office building was remodelled into a police department when the town administration moved across the street into the front building of Academy School. The new police headquarters was opened to the public during ceremonies in October. The building is now well-identified and has a ramp for the handicapped. Inside (left photo) there is room for officers to breathe, and the fresh paint and number of windows on the upper floor make a big difference in the lightness and brightness of the offices.*



*Police Chief Frank Hoffman, shown speaking at the dedication ceremonies (above), and one of the energy-efficient cruisers (right) on display during those ceremonies were part of the program to show the new facility to the public. Top right, eight new neighborhood crime watch programs were established to keep citizens alerted to potential area crimes.*





## The Glastonbury Fire Department

The untimely death of Dr. E. E. Novey, Jr., 30-year member and chairman of the Board of Fire Commissioners marked the end of a long period of public service to the town. "Doc" was widely known and respected; his leadership in developing a competent and well-equipped volunteer fire department will be a legacy for the citizens of Glastonbury for years to come.

The completion and dedication of the new wing on the Company #2 firehouse in South Glastonbury, requiring the removal of the old Community Club, has provided improved operating facilities for both firefighters and equipment.

A new, more powerful outboard-powered rescue boat has been put in service at Company #1, and has improved our capability for rescue and other assignments on the river.

A new Hahn pumper with a 1,000 gallon tank was delivered and has been assigned to Company #3, where the extra water capacity is appropriate, due to lack of hydrants in many areas.

### June, 1984 Flood

Firemen and officers logged over 3500 hours of service during the June flood. Activities included traffic control, evacuating citizens from flooded homes, pumping cellars, assisting with problems at gas stations, and, at Co. #2 in South Glastonbury, providing shelter. Cos. #1 and #2 were on round-the-clock standby during the times of highest water; Cos. #3 and #4 did much of the cellar pumping.

### Emergency calls for the year included:

|                  |     |
|------------------|-----|
| M/V Fires        | 55  |
| Still Alarms     | 49  |
| Chimney Fires    | 24  |
| Grass & Brush    | 49  |
| M/V Accidents    | 36  |
| Structure Fires  | 39  |
| Electrical Fires | 69  |
| False Alarms     | 4   |
| Medical & Rescue | 20  |
| Misc.            | 104 |
| Fire Alarms      | 80  |
| Bomb Threat      | 1   |
| Total            | 530 |

The Fire Marshal's duties are divided into three areas: fire code enforcement, fire investigation and public fire education.

### Code Enforcement

The fire marshal's office is responsible for the enforcement of 64 codes and standards, as well as the State Fire Safety Code, which regulates buildings; storage, transportation and use of explosives; flammable liquids and compressed gases. Plans for all new construction or renovation projects are reviewed for compliance with the fire codes.

Fire inspections are conducted in all buildings, with the exception of 1 and 2 family dwellings. The fire marshal's office works closely with the property owner to promote good fire safety practices in the business place and provide a safe place for our residents to work, play and live.

### Fire Investigation

Current state statutes require that the fire marshal investigate the cause and origin of all fires which occur within the town. Fire

scene examinations involve many hours of digging through and closely examining fire debris, looking for clues to the fire cause. If the fire cause is determined to be incendiary, the fire marshal works closely with the police department to apprehend the arsonist.

### Public Fire Education

One of the more enjoyable aspects of the fire marshal's duties is working with the school children, Board of Education and town residents in teaching fire safety.

### Statistics

|                              |           |
|------------------------------|-----------|
| Code Enforcement Inspections | 333       |
| Plan Reviews                 | 66        |
| Explosive Permits            | 35        |
| Fire Investigations          | 61        |
| Approximate Dollar Loss      | \$400,000 |

### The Office of Civil Preparedness

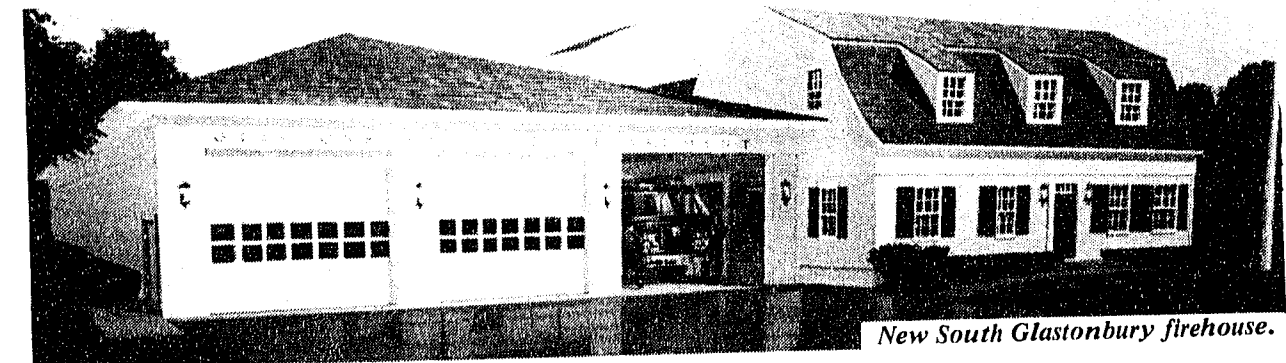
is responsible for coordinating all governmental and private sector activities in times of man-made or natural disasters. In order to accomplish this program effectively, this office is concerned with daily planning for necessary forces to respond to disasters,

and with keeping town emergency agencies updated through an effective coordinated training program.

This office also conducts monthly equipment and siren tests, trains and recertifies radiological monitors among other training activities.

This year Civil Preparedness responded to a late winter, mini-ice storm which hit the town exactly 10 years after ice storm Felix of 1973. The CP team operated from the Emergency Operations Center to provide coordination for and assistance to the affected areas.

In May/June of 1984, the town was hit by a 100-year flood, the worst since 1938. The E.O.C. was activated within minutes and remained functional for six consecutive days around the clock. Parts of the town were isolated and Main Street closed to traffic. The E.O.C., C.P. team and entire town emergency staff proved fully prepared to meet the challenge of the disaster, and were commended by local, state and federal officials.



New South Glastonbury firehouse.





## Finance

### Administrative Services Report

#### Statement of Functions and Responsibilities.

The direction and supervision of the Division of Administrative Services; coordination with the Board of Finance, Insurance Advisory Committee, town attorney and voter registration; administration of adopted budgets of other town divisions.

#### Purchasing

Purchasing functions vary from the acquisition of general operating supplies to various pieces of technical equipment and building construction. For the last 18 months our purchasing agent has been assigned as staff liaison to the Public Building Commission for the Firehouse #2 construction project.

The Naubuc School heating project was a consolidation effort by the Public Building Commission, Board of Education and our purchasing agent.

The purchasing department has continued to refine the quote and sealed bid process. Over 100 written quotes and 48 sealed bids were administered and awards were in excess of \$2.5 million. Approximately 3000 purchase orders totalling over \$5 million were issued.

Federal surplus acquisitions saved the town more than \$35,000 and increased efforts will continue in the next fiscal year.

#### Sale of Bonds

On September 7, 1983, \$1.95 million in bonds were sold to finance construction on Apple Hill/Hale Road Sewer Project, Fire Station Company #2 and the Town Hall/police facility.

The town received a credit rating of:

Aa by Moody's Investor's Service

AA by Standard and Poors Corporation

Our interest rates were:

| Years of Maturity | Rate |
|-------------------|------|
| 1984-1992         | 7.4% |
| 1993              | 7.5% |

There will be a minimal impact on the tax rate from the sale of the bonds. For several years the town has maintained a constant level of tax dollars for debt service and capital projects paid on a cash basis.

#### Capital Improvement Program

Several important revisions were made in the criteria of the program. After considerable review and discussion, the Council and Board of Finance melded their opinions on how to maintain and add to our roads, bridges and public facilities.

Two major keys in the criteria are the basis of revenue to fund capital program and the debt limit. The 7% funding formula is presented by use of the 1984-1985 General Fund appropriation.

| I. Previous General Fund Adopted Budget | Amount       |
|---|--------------|
| Town                                    | \$10,991,041 |
| Education                               | 14,103,109   |
| Total Budget                            | 25,094,150   |

|                                       |             |
|---------------------------------------|-------------|
| II. Seven (7%) percent capital effort | 1,756,590   |
| Deduct debt payments for 84-85        | (1,247,450) |

|  |            |
|--|------------|
| III. Revenue Funding for Capital Program | \$ 509,140 |
|--|------------|

#### Insurance Advisory Committee

A review was made of the health insurance program provided for town and education employees. The committee has made recommendations to the Town Council that could minimize future costs.

### Report from the Board of Finance

Glastonbury is one of only three Connecticut towns which has both a Town Council and a Board of Finance. This unique structure provides a system of checks and balances for the fiscal management of the town. The success of the system is reflected in a comfortable surplus and in the high credit rating of the town, which results in reduced borrowing costs.

The town charter defines the function of the Board of Finance. In its *advisory* role, the board makes recommendations to the Council concerning the annual budgets which have been submitted by the town manager and the Board of Education.

The charter also gives the board *direct authority* to set the annual mill rate, based on the final total budget approved by the Council. The board must also approve any

non-budgeted appropriation in excess of \$5,000. It authorizes transfers within departments during the fiscal year and rules on transfers from surplus funds to or from the Reserve Fund for capital and non-recurring expenditures (up to \$25,000). In addition, the board determines the method for funding capital expenditures.

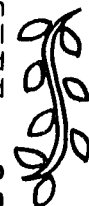
During the year, William B. Glotzer completed an unprecedented and distinguished 24 years on the Board of Finance. He chaired the board for many years and was admired and highly respected by his colleagues. Former Town Council Chairman Constantine Constantine was elected to replace him.

After many years of vigorous and consistent support for the Capital Improvements Program, the year brought a significant leap in the Council's support of the program. The Council adopted a policy guide, dedicating 7% of the annual budget to capital effort. This strong endorsement by the Council was heartily applauded by the board.

Another significant accomplishment was the upgrading of the computer system in the tax office, which includes automatic accounting system enhancements which significantly improve service to the taxpayer.

The Board of Finance consists of six members, each elected for six year staggered terms. A bipartisan body, it works in close cooperation with the Town Council and the Board of Education to ensure sound fiscal management, as well as stability and continuity in town government.

Diane Northrop  
Chairwoman





### The Property Assessment Department

is responsible for three major functions:

- the administration of a property tax system in compliance with state statutes; granting exemptions for elderly, farmers, veterans and special groups;
- maintenance of a records library and information center, since all real, personal and motor vehicle inventories including names, addresses, legal data and values are listed in

this office;

- appraisal and re-appraisal of all real estate, business personal property, and motor vehicles.

The October 1, 1983 Grand List of taxable property grew by 6.2% or \$21,692,784 to a new total of \$368,285,241. Both the percentage and dollar increases represent record amounts for a non-revaluation year. Last year the Grand List increased 4.6% while the average increase for the past ten years has been 4.4%.

#### Net Grand List Assessment Summary

|                   | 1982          | 1983          | change        | %       |
|-------------------|---------------|---------------|---------------|---------|
| Real Estate       | \$286,503,947 | \$298,009,831 | +\$11,505,884 | + 4.0%  |
| Personal Property | 18,337,390    | 21,206,400    | + 2,869,010   | + 15.6% |
| Motor Vehicles    | 41,747,120    | 49,069,010    | + 7,321,890   | + 17.5% |
| Totals            | \$346,588,457 | \$368,285,241 | +\$21,696,784 | + 6.2%  |

#### Grand List Accounts Summary

|                   | 1982  | 1983  | change | %      |
|-------------------|-------|-------|--------|--------|
| Real Estate       | 9851  | 10081 | + 230  | + 2.3% |
| Personal Property | 1017  | 1043  | + 26   | + 2.5% |
| Motor Vehicles    | 20302 | 20994 | + 692  | + 3.4% |

The real estate portion of the list continued to show steady growth, increasing by \$11.5 million. Residential property, which went up by 3.4%, contributed \$8.8 million (77%) to this increase, while commercial and industrial real estate, which grew by 4.6%,

contributed \$2.7 million (23%).

Business and personal property showed a very healthy increase of 15.6% due, in large part, to the construction of new office space in town. Last year's increase in this category was 9.7%.

The motor vehicle portion of the Grand List exhibited the greatest percentage gain of the three categories, increasing by 17.5%. This increase can be attributed to two factors: the increase in the number of newly-purchased vehicles (700 vehicles over 1982), and a state-wide change in the method of valuing older vehicles. In prior years, older vehicles were depreciated to a minimum assessment in about ten years. This year these vehicles

were valued from pricing guides (as newer vehicles have always been). Additionally, the minimum assessment on a car or truck has been raised from \$100 to \$200.

This year the Town will be completing its ten year town-wide property revaluation as mandated by the Connecticut General Statutes. The revaluation is scheduled to become effective on the October 1, 1985 Grand List.

#### Net Grand List 5-Year Recap

| Year  | R. Estate     | M. Vehicle   | P. Prop.     | Total         |
|-------|---------------|--------------|--------------|---------------|
| 10/79 | \$258,392,457 | \$30,760,790 | \$14,798,520 | \$303,951,767 |
| 10/80 | 269,303,035   | 33,117,065   | 16,044,400   | 318,464,500   |
| 10/81 | 276,517,875   | 37,994,608   | 16,686,680   | 331,199,163   |
| 10/82 | 286,503,947   | 41,747,120   | 18,337,390   | 346,588,457   |
| 10/83 | 298,009,831   | 49,069,010   | 21,206,400   | 368,285,241   |

# Glastonbury Citizen

A GOOD CITIZEN IS A WELL READ CITIZEN

Two Sections

The Glastonbury Citizen

Forty Cents

## Home Revaluation Back on Track

During the first of...

It's to property owners' advantage to make the inspection possible. "If they can't physically visit and have to have to obtain..."

inspections, Jendrzeczyk said. That will... So...





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

Fiscal year 1983-84 efforts produced collections of current property taxes totalling \$18,771,225 plus an additional \$90,213 for interest and lien fees resulting in a 97.85% collection rate. Back taxes totalled \$403,416 plus \$128,199 in interest and liens.

Total sewer charges collected for the fiscal year were \$791,853 with an additional \$119,555 in interest and liens.

The new on-line collection/receipting data processing system aided the tax office with its collection procedures and helped to reduce the number of delinquent accounts. This system allowed the tax office to produce delinquent notices, notices of liens and produced warrants for issue on an automated and much more timely basis than in the past.

Personal consultation with property owners unable to meet their tax obligations is always encouraged. The office is continually striving to maintain good public relations and keep the lines of communication open with the taxpayer.

**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 Assessor.

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 Grand List for October 1, 1983 as adjusted by the Board of Tax Review totalled \$368,037,421.



*Madeline Rettberg, tax collector, demonstrates the new collection/receipting data processing system used this fiscal year for the first time. After the staff got used to the machines, and all the data was in place, collections and reports of collections were speeded up greatly.*

## Education

### Report from the Board of Education

During the 1983-1984 school year, Glastonbury's Board of Education has reviewed the findings and recommendations of the numerous national reports on education, seeking ways to benefit from the research and improve our local schools. The Board's high school climate task force also completed its study and made recommendations for improvement.

In compliance with new state legislation, Glastonbury will increase graduation requirements from 18 to 20 credits, with extra mandatory units in mathematics, science, and social studies.

At the elementary level, the Board completed its revision of the reading program. We also approved the experimental introduction of computers at the fourth grade level in the study of Glastonbury history.

During the past school year, new directors were appointed in the areas of foreign languages, health and physical education, and athletics. A new high school principal was appointed in June.

Among the new policies adopted by the Board was a clarification encouraging community use of school buildings. Board goals included the establishment of a curriculum review cycle, a closer look at certain budget items, and formal recognition of those who have contributed to education in Glastonbury.

The Board continues to be concerned about the need for possible large capital expenditures in the future to maintain our buildings and intends to work closely with the Town Council and Board of Finance in developing capital priorities.

**Robert P. Knickerbocker, Jr., Chairman  
Glastonbury Board of Education**



*A new graduation procedure was initiated in 1984. Although pre-event questions arose, the ceremonies went off without a hitch, proving the worth of the changes.*







## Report from the Superintendent of Schools

The Glastonbury Public Schools carried out the following activities during the 1983-1984 school year:

- Adopted a new basal reading program for grades K-6.
- The Industrial arts program received a Vocational Improvement Practice Award from the State Department of Education for its innovative program of instructing trainable mentally retarded students in industrial arts.
- The business education staff implemented computer applications in its course offerings.
- A study of the entire physical education program was made. The results of the study



*High school principal Ted Bartolotta retired at the end of the school year after more than 20 years in the system.*

will be used to improve the program in the upcoming year.

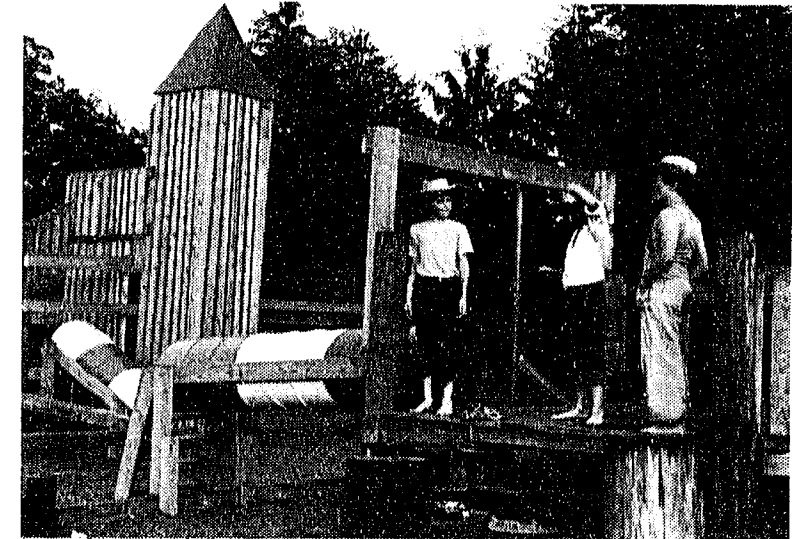
- Continued emphasis was placed on developing programs and techniques to teach problem solving in the mathematics curriculum.
- A program using the services of the Holland Brook Center was instituted in the science program.
- The science program in grade seven was changed from physical science to life science.
- A salad bar was installed at the high school for use by students and staff.
- A number of new activities were started in the music program, including the Symphony Concert at Salmon Brook Park, the artist-in-residence program at Gideon Welles School, and the guest conductor program.
- A new textbook was adopted in the foreign languages department to replace the ALM materials that had been in use since the early 1960's.
- Theodore Bartolotta retired as principal of Glastonbury High School and was replaced by Dr. Alan Bookman.
- Richard Lakin resigned as principal of Hopewell School and was replaced by Mary Ann Manchester.

Glastonbury students continue to do well on the SAT's, the State Competency Test, and national achievement tests. A large part of the continued high performance of the students can be attributed to the high level of instruction received at all grade levels.

**Henry R. Schoebel**  
Superintendent of Schools



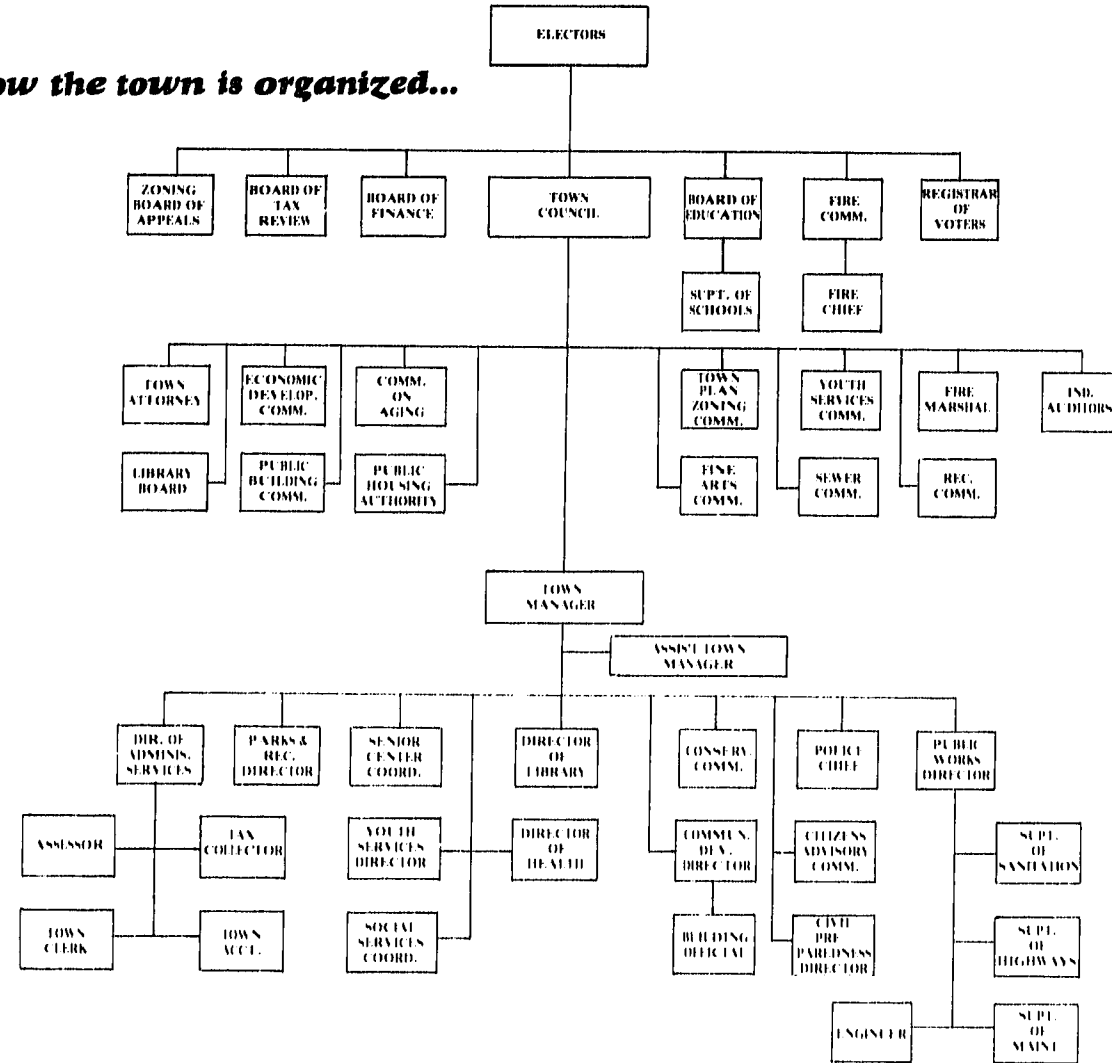
*Glastonbury High School hosted the New England Music Festival in April, featuring young musicians from all over the northeast. Divided into three groups—orchestra, band and choral—the students gave two impressive concerts and participated in a series of workshops during the three-day event. Students from out-of-state were housed by town families. At right, Buttonball Lane School utilized its playscape for a delightful adaption of "Tom Sawyer." The play involved about 35 students, some unusual music and a group of thoroughly pleased spectators.*







**How the town is organized...**



**Town Officials**

**ELECTED OFFICIALS**

**Town Council**

Sonya F. Googins  
~~Chairwoman~~  
 Marcia W. Erley  
 George P. Adamson  
 Henry A. Kinne  
 Richmond Perley  
 Steven F. Hinchey  
 Walter J. Gusson  
 William Constantine - *John Ryan*  
 Michael Meotti  
*William F. Bore*  
*Charles Monaco*  
 Retired - 1983  
 Patrick Dwyer  
 Lois Muraro  
 Allen Pfeffer

**Board of Education**

Robert Knickerbocker Jr.  
 Chairman  
 Henry D'Aurta  
 Thomas P. Gullotta  
 Inez Hemlock  
 Alice Maggi  
 Joan Pfeffer  
 Helen Stern  
 Sally Wisniewski  
*Colleen Selig*

**Board of Finance**

Diane L. Northrop  
 Chairwoman  
 Robert D. Bowden  
 Constantine Constantine  
 Walter F. Hemlock  
 Edward F. McCabe  
 James R. McIntosh

**Board of Tax Review**

Leo J. Bonetti  
 Chairman  
 Ernest Lacey  
 John Linderman  
 Shaun O'Rourke  
 Roman Sywak

**Fire Commission**

Dr. Ernest E. Novey Jr.  
 Chairman - Deceased 1984  
 Thorne Perry  
 Chairman - 1984  
 Richard J. Cusson  
 Thomas J. Love  
 David Monaco  
 Graham Tyrol  
 Edward P. Urbansky Jr.

**Zoning Board of Appeals**

Douglas T. Scott  
 Chairman  
 Arthur W. Bostik  
 Walter L. Erley  
 Robert Gamer  
 Charles Monaco  
*Sandra O'Leary*  
*David*  
 Alternates:  
 Richard C. Brown  
 Gerald R. Daly  
 Sandra O'Leary  
*Lani Jurek*

**Registrars**

Joan Kemble - *Jeanette Pollard*  
 Carolyn S. Larsen - *Pat Kepler*

**Probate Judge**

Donald F. Auchter

**State Representative**

~~Antonia Parker~~  
*Robert Bowden*

**State Senator**

Carl Zinsser

**U.S. Representative**

Barbara Kennelly

**APPOINTED OFFICIALS**

**Building Board of Appeals/  
Codes Review Committee**

Laura Cusson  
 Mary Gavlin  
 Linda Sellman  
 Robert G. Shipman  
 Della Winans

**Conservation Commission**

Peter M. Stern  
 Chairman  
 Robert A. Breen  
 Carol Burritt  
 Cynthia Fitton  
 Daniel T. Hedden  
 Maria Robotham  
 Dana B. Waring

**Commission on Aging**

Eleanor Bostick  
 Chairwoman  
 Patricia Clark  
 Alfred W. Lincoln  
 Paul Love  
 Margaret Maotti  
 Nancy Murray  
 Fran Peragallo

**Economic Development  
Commission**

H. Buell Kent Jr.  
 Chairman  
 Donald Gorski  
 W. Michael Low  
 Robert Mulcahy  
 Bradley E. Northrop  
 Carol Ruff  
 Robert E. Valle

**Community Beautification  
Committee**

Olga Corban  
 Chairwoman  
 Marti Curtiss

*Continued next page*





**Fine Arts Commission**

Robert Mercier  
Chairman  
Pat Atherlay  
Alan Carpenter  
Bebe Dudley  
Joan Duford  
Marge Moore  
Nancy Munson  
Doris S. O'Rourke  
Evelyn Prell  
Corinne Preston  
Connie Reichardt  
Georgla Roberts  
Edith Schade  
Rev. Chester Wetzel

**Heritage Committee**

Madeline P. Schultz  
Chairwoman  
Doris Armstead  
Shella Foran  
Jean Greene  
Virginia Knox  
Marion Richardson  
Galen Shepherd  
Joyce Streicher

**Historic District Study Committee**

Charles L. Miller  
Chairman  
Ronald A. Forkel  
Jean Greene  
Mary Swift  
Robert B. Titus

Alternates:  
Edward Adams  
Robert Merritt  
Thomas Theurkauf

**Housing Code of Appeals**

Nelson C. L. Brown  
Kristin Brown  
Charles Cusson  
Clifford N. Mahoney

**Human Relations Commission**

Peter Prelsner  
Chairman  
George Allen  
Charles W. Brown  
Mary Ann Echols (res. 1984)  
Nancy Krost (1984)  
Sandra Lent  
Harry Morgan  
Fran Pappas  
Lav Patel  
Ray Proctor

**Incorporators of the Free Academy**

Edward Bantley  
Robert L. Henderson  
Robert P. Mercier

**Insurance Advisory Committee**

Charles Smith  
Chairman  
David B. Canapari  
George A. Clyde  
Roger Evarts  
Richard A. Fochl  
Ronald E. Strine  
Robert F. Weingartner

**Jury Committee**

A. Estelle Flanagan  
Mary Lou Feeney  
Lucretia Seidel

**Personnel Appeals Board**

Arthur R. Colby Jr.  
Chairman  
James A. Corcoran  
William J. Faber  
John P. Higgins  
John Kruse

**Public Buildings Commission**

Herbert W. Behrens  
Chairman  
Kurt Cavanaugh  
Barbara Ebstein  
Albert McGrall  
Raymond J. Wisniewski

**Public Housing Authority**

James F. Noonan  
Chairman  
Helen Behrens  
Robert Googins  
Zelda Lessne  
Marianne Porter

**Recreation Commission**

W. Gilbert Wolf  
Chairman  
Esther R. Derench  
Lynne K. Hazard  
Betsy Katz  
David L. Motyka  
David Norige

**Redevelopment Agency**

Barbara Pond  
Chairwoman  
Charles Ames  
Mark K. Branse  
Richard A. Katz  
Mary E. Kimball  
Kenneth P. Smith  
Dr. Edward Stewart

**Safety Committee**

Frank Cavanaugh  
Chairman  
Joan K. Corcoran  
Carole Hilton  
Steven Jacoby  
Laura Manager  
Paul Munns  
Albert V. Phillips

**Sewer Commission**

J. Phillip Berggren  
Chairman  
Raymond Dolan  
Franklin W. Eichacker  
Ronald A. Forkel  
Ronald Gattinella  
Jan Scites  
Harold Symington

**Town Plan & Zoning Commission**

Robert W. Jenkins  
Chairman  
Walter R. Casella  
James Lloyd

William J. Olsson  
John Ryan  
Judith Stearns

Alternates:  
B. W. Erk  
Lois Noonan  
Thomas Ulfelder

**Welles-Turner Library Board**

Nancy Kent  
Chairman  
Betsy Dingley  
Robln L. Hillman  
Sandra MacGregor

Robert Merritt  
Martha A. Poole

**Youth & Family Services Commission**

David C. Smith  
Chairman  
Estelle Beckerman  
Gloria Connery  
Mary E. Kimball  
Richard S. LaCroix  
Frank DeLoreto  
Susan Motyka  
Sylvester M. Murano

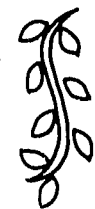
**Chief of Police:** Frank Hoffman  
**Civil Preparedness Director:** Robert F. DiBella  
**Community Development Director:** Kenith Leslie  
**Director of Administrative Services:** Ted Ellis  
**Director of Health:** Richard Coppa  
**Fire Chief:** Tom Manager  
**Fire Marshal:** Michael Sinsigalli  
**Highway Superintendent:** Edward Carini  
**Housing Authority Director:** William Willett  
**Library Director:** Melissa Coury  
**Parks & Recreation Director:** Richard Johnson  
**Personnel Administrative Analyst:**  
~~Patriela-Speicher-Werbner~~ *Beth Johnson*  
**Public Works Director:** Robert Pryzby  
**Purchasing Agent:** John Maklaris  
**Senior Services Coordinator:** ~~Beth Johnson~~  
**Social Services Coordinator:** Diane McCormick  
**Superintendent of Sanitation:** Ralph Mandeville  
**Tax Collector:** Madeline Rettberg (replacing John Croce)  
**Town Accountant:** John Simpson  
**Town Attorney:** ~~William S. Rogers~~ *Nicholas Paindicis*  
**Town Clerk:** Edward Friedberg  
**Town Engineer:** Joe Gosentino *Bill Taylor*  
**Youth Services Director:** Edward Melncke

**ADMINISTRATIVE OFFICIALS**

**Town Manager:** Richard Borden  
**Asst. Town Manager:** ~~Jerry Sitko~~ *Richard Johnson*  
**Assessor:** Leon Jendrzeczyk  
**Building Official:** Bernard Dion



*Several major horse shows enliven summer weekends.*





TOWN OF GLASTONBURY

GENERAL FUND

STATEMENT OF REVENUES, EXPENDITURES AND OTHER FINANCING

BUDGET AND ACTUAL

FOR THE YEAR ENDED JUNE 30, 1984

| Revenues                          | Amended Budget | Actual       | Excess of Budget Over (Under Actual) |
|-----------------------------------|----------------|--------------|--------------------------------------|
| <b>Taxes:</b>                     |                |              |                                      |
| Current Levy                      | \$18,999,306   | \$19,101,619 | \$ 102,313                           |
| Penalties, Interest, Fees         | 125,000        | 218,412      | 93,412                               |
| Totals                            | 19,124,306     | 19,320,031   | 195,725                              |
| <b>Licenses and Permits:</b>      |                |              |                                      |
| Building Inspector                | 135,000        | 219,896      | 84,896                               |
| Town Clerk                        | 7,000          | 7,940        | 940                                  |
| Public Works                      | 4,000          | 3,808        | (192)                                |
| Health                            | 3,000          | 4,313        | 1,313                                |
| Totals                            | 149,000        | 235,957      | 86,957                               |
| <b>Intergovernmental Revenue:</b> |                |              |                                      |
| <b>In Lieu of Taxes:</b>          |                |              |                                      |
| Housing Authority                 | 17,500         | 18,201       | 701                                  |
| Elderly Housing                   | 2,500          | 16,618       | 14,118                               |
| State of Connecticut              | 5,000          | 3,766        | (1,234)                              |
| <b>Inventory:</b>                 |                |              |                                      |
| Manufacturing                     | 54,438         | 54,438       |                                      |
| Merchant                          | 48,854         | 48,854       |                                      |
| Elderly Exemptions                | 68,000         | 65,582       | (2,418)                              |
| Disability Exemptions             | 2,000          | 1,849        | (151)                                |
| Circuit Breaker                   | 34,734         | 36,084       | 1,350                                |
| Boats                             | 13,500         | 13,691       | 191                                  |
| <b>State Health Grant</b>         | 4,900          | 4,900        |                                      |
| <b>State Library Grant</b>        | 2,900          | 3,240        | 340                                  |
| <b>Education:</b>                 |                |              |                                      |
| Special Education (PA 792)        | 611,300        | 586,316      | (24,984)                             |

|                              |           |           |          |
|------------------------------|-----------|-----------|----------|
| Adult Education              | 2,500     | 1,323     | (1,177)  |
| Equalization Aid Grant       | 1,991,673 | 2,026,787 | 35,114   |
| Transportation               | 167,800   | 164,770   | (3,030)  |
| Vocational Education         | 57,774    | 47,670    | (10,104) |
| Gifted Grant                 | 19,330    |           | (19,330) |
| <b>School Construction:</b>  |           |           |          |
| Academy Junior High          | 23,053    |           | (23,053) |
| Hopewell                     | 22,436    | 18,388    | (4,048)  |
| Eastbury Addition            | 16,158    | 16,158    |          |
| Gideon Welles Junior High    | 67,553    | 67,553    |          |
| Naubuc and High School       | 22,336    | 22,336    |          |
| <b>Public Safety:</b>        |           |           |          |
| Civil Preparedness           | 750       | 1,094     | 344      |
| State Fire Service           | 1,250     | 2,100     | 850      |
| <b>Human Resources:</b>      |           |           |          |
| Title XX                     |           |           |          |
| Social Services Grant        |           | 70,171    | 26,671   |
| State General Assistance     | 43,500    |           |          |
| State 100%                   |           | 10,701    | (14,299) |
| General Assistance           | 25,000    | 26,968    | 12,468   |
| Dial-A-Ride Grant            | 14,500    | 14,781    | 781      |
| YFSB State Grant             | 14,000    |           |          |
| Totals                       | 3,355,239 | 3,344,339 | (10,900) |
| <b>Charges for Services:</b> |           |           |          |
| Planning and Zoning          | 7,500     | 15,259    | 7,759    |
| Town Clerk:                  |           |           |          |
| Recording Fees               | 65,000    | 105,285   | 40,285   |
| Conveyance Tax               | 75,000    | 111,881   | 36,881   |
| <b>Education:</b>            |           |           |          |
| Community Services           | 10,000    | 12,620    | 2,620    |
| <b>Public Works:</b>         |           |           |          |
| Refuse Dumping Fees          | 3,000     | 16,449    | 13,449   |
| Sewer Inspection Fees        | 6,000     | 19,467    | 13,467   |
| <b>Parks and Recreation:</b> |           |           |          |
| Swimming Fees                | 22,500    | 15,644    | (6,856)  |
| Program Fees                 | 117,500   | 125,410   | 7,910    |
| <b>Public Safety:</b>        |           |           |          |
| Special Detail               | 35,000    | 40,941    | 5,941    |
| <b>Health Soil Tests</b>     | 7,500     | 10,065    | 2,565    |
| <b>Human Resources:</b>      |           |           |          |
| Nutrition Program            | 5,000     | 4,404     | (596)    |

Continued next page

|                             |                |                |                |
|-----------------------------|----------------|----------------|----------------|
| Social Services Refunds     | 1,000          | 4,670          | 3,670          |
| Board of Education Contract | 10,000         | 4,219          | (5,781)        |
| <b>Library Fines</b>        | 13,500         | 15,833         | 2,333          |
| <b>Totals</b>               | <u>378,500</u> | <u>502,147</u> | <u>123,647</u> |

**Other Revenues:**

**Administrative Services:**

|                                |         |         |        |
|--------------------------------|---------|---------|--------|
| Interest Earned on Investments | 475,000 | 546,181 | 71,181 |
| Land Sales and Rentals         | 1,000   | 1,076   | 76     |
| Miscellaneous                  | 20,000  | 22,442  | 2,442  |

**Education:**

|                         |        |        |       |
|-------------------------|--------|--------|-------|
| Student Activities      | 4,000  | 5,178  | 1,178 |
| Miscellaneous           | 3,000  | 6,602  | 3,602 |
| Tuition-Other Towns     | 16,288 | 22,083 | 3,795 |
| Education—Vo-Ag Tuition | 70,200 | 70,810 | 610   |

**Public Works:**

|                        |        |        |         |
|------------------------|--------|--------|---------|
| Refunds and Sales      | 3,000  | 1,708  | (1,292) |
| Refuse Recycling Sales | 24,000 | 18,790 | (5,210) |

**Public Safety-Police**

|  |       |       |         |
|--|-------|-------|---------|
|  | 8,000 | 5,475 | (2,525) |
|--|-------|-------|---------|

**Human Resources:**

|               |        |       |         |
|---------------|--------|-------|---------|
| Fine Arts     | 4,000  | 2,835 | (1,165) |
| YFSB Programs | 12,000 | 6,698 | (5,302) |

**Library:**

|                 |                |                |               |
|-----------------|----------------|----------------|---------------|
| Trustee Account | 27,500         | 24,468         | (3,032)       |
| Miscellaneous   | 500            |                | (500)         |
| <b>Totals</b>   | <u>670,488</u> | <u>734,346</u> | <u>63,858</u> |

**Total Revenues**

|  |                   |                   |                |
|--|-------------------|-------------------|----------------|
|  | <u>23,677,533</u> | <u>24,136,820</u> | <u>459,287</u> |
|--|-------------------|-------------------|----------------|

**Expenditures**

**General Government:**

|                  |                |                |                |
|------------------|----------------|----------------|----------------|
| Town Council     | 45,330         | 44,532         | (798)          |
| Board of Finance | 2,600          | 2,421          | (179)          |
| Town Manager     | 176,158        | 176,025        | (133)          |
| <b>Totals</b>    | <u>224,088</u> | <u>222,978</u> | <u>(1,110)</u> |

**Community Development:**

|                          |                |                |                |
|--------------------------|----------------|----------------|----------------|
| Community Development    | 91,647         | 91,138         | (509)          |
| Building Inspection      | 142,441        | 141,755        | (686)          |
| Town Planning and Zoning | 6,206          | 6,205          | (1)            |
| Conservation Commission  | 3,325          | 2,998          | (327)          |
| Economic Development     | 4,000          | 1,008          | (2,992)        |
| Commissions/Committees   | 2,800          | 1,855          | (945)          |
| <b>Totals</b>            | <u>250,419</u> | <u>244,959</u> | <u>(5,460)</u> |

**Public Safety:**

|                     |                  |                  |                 |
|---------------------|------------------|------------------|-----------------|
| Police              | 1,721,998        | 1,708,762        | (13,236)        |
| Fire                | 281,592          | 270,603          | (10,989)        |
| Civil Preparedness  | 8,175            | 7,421            | (754)           |
| Volunteer Ambulance | 10,714           | 7,530            | (3,184)         |
| Fire Marshal        | 40,586           | 39,159           | (1,427)         |
| <b>Totals</b>       | <u>2,063,065</u> | <u>2,033,475</u> | <u>(29,590)</u> |

**Administrative Services:**

|                            |                  |                  |                 |
|----------------------------|------------------|------------------|-----------------|
| Administration and Finance | 145,558          | 144,287          | (1,271)         |
| Accounting                 | 62,359           | 62,041           | (318)           |
| Tax Collector              | 83,836           | 83,333           | (503)           |
| Assessor                   | 99,934           | 96,334           | (3,600)         |
| Town Clerk                 | 97,369           | 97,279           | (90)            |
| Probate Court              | 31,817           | 31,813           | (4)             |
| Town Attorney              | 92,300           | 91,459           | (841)           |
| Registrars                 | 2,850            | 1,998            | (852)           |
| Insurance and Bonds        | 899,459          | 863,932          | (35,527)        |
| Pension Plans              | 841,956          | 841,956          |                 |
| <b>Totals</b>              | <u>2,357,438</u> | <u>2,314,432</u> | <u>(43,006)</u> |

**Health:**

|                     |                |                |              |
|---------------------|----------------|----------------|--------------|
| Health              | 98,516         | 97,760         | (756)        |
| Contributory Grants | 38,435         | 38,435         |              |
| <b>Totals</b>       | <u>136,951</u> | <u>136,195</u> | <u>(756)</u> |

**Human Resources:**

|                           |                |                |                 |
|---------------------------|----------------|----------------|-----------------|
| Social Services           | 144,665        | 135,871        | (8,794)         |
| Youth and Family Services | 185,203        | 180,735        | (4,468)         |
| Senior Services           | 88,743         | 82,983         | (5,760)         |
| Commission on Aging       | 353            | 195            | (158)           |
| <b>Totals</b>             | <u>418,964</u> | <u>399,784</u> | <u>(19,180)</u> |

**Parks and Recreation:**

|                      |         |         |          |
|----------------------|---------|---------|----------|
| Fine Arts Commission | 5,700   | 4,712   | (988)    |
| Parks and Recreation | 683,567 | 653,895 | (29,672) |

|   |             |            |           |
|---|-------------|------------|-----------|
| Totals  | 689,267     | 658,607    | (30,660)  |
| <b>Libraries:</b>                               |             |            |           |
| Welles-Turner                                   | 365,903     | 316,756    | (4,147)   |
| South Glastonbury                               | 3,590       | 4,500      |           |
| East Glastonbury                                | 4,500       | 369,846    | (4,147)   |
| Totals  | 373,993     | 489,601    | (44,492)  |
| <b>Public Works:</b>                            |             |            |           |
| Engineering                                     | 534,093     | 1,276,656  | (1,985)   |
| Streets and Drains                              | 1,278,641   | 302,840    | (11,447)  |
| Vehicle Maintenance                             | 314,287     | 379,515    | (4,802)   |
| Public Buildings                                | 384,317     | 541,626    | (54,480)  |
| Water Pollution Control                         | 596,106     | 342,492    | (65,125)  |
| Refuse Disposal                                 | 407,617     | 1,996      | (254)     |
| Sewer Commission                                | 2,250       | 3,334,726  | (182,585) |
| Totals  | 3,517,311   | 111,553    | (1)       |
| <b>Bonds and Interest:</b>                      |             |            |           |
| General Town                                    | 111,554     | 519,820    |           |
| Education                                       | 519,820     | 399,639    | (62)      |
| Sewer   | 399,639     | 74,043     | (63)      |
| BAN Interest                                    | 74,105      | 1,105,055  |           |
| Totals  | 1,105,118   | 22,033     | (1,869)   |
| <b>Contingency</b>                              | 23,902      |            |           |
| <b>Total General Town</b>                       | 11,160,516  | 10,842,090 | (318,426) |
| <b>Board of Education:</b>                      |             |            |           |
| Instruction                                     | 8,183,032   | 8,088,379  | (94,653)  |
| Support Services:                               |             |            |           |
| Instruction                                     | 2,332,849   | 2,275,853  | (56,996)  |
| Operations                                      | 2,143,471   | 2,035,963  | (107,508) |
| Community Services                              | 167,571     | 156,061    | (11,510)  |
| Fringe Benefits                                 | 1,395,224   | 1,360,034  | (35,190)  |
| <b>Total Board of Education</b>                 | 14,222,147  | 13,916,290 | (305,857) |
| <b>Total Expenditures</b>                       | 25,382,663  | 24,758,380 | (624,283) |
| <b>Deficiency of Revenues Over Expenditures</b> | (1,705,130) | (621,560)  | 1,083,570 |

|   |           |           |           |
|---|-----------|-----------|-----------|
| <b>Other Financing Sources (Uses):</b>  |           |           |           |
| <b>Operating Transfers-In:</b>  |           |           |           |
| Federal Revenue Sharing   | 460,000   | 527,959   | 67,959    |
| Sewer Operating Fund  | 526,763   | 541,626   | 14,863    |
| Sewer Sinking Fund  | 181,654   | 190,454   | 8,800     |
| Town Deposit Fund   | 400       | 49,000    | (400)     |
| Insurance Reserve Fund  | 49,000    |           |           |
| Totals  | 1,217,817 | 1,309,039 | 91,222    |
| <b>Operating Transfers-Out:</b>   |           |           |           |
| Reserve Fund for Capital and Nonrecurring Expenditures  | 251,220   | 251,220   |           |
| Dog Fund  | 10,000    | 10,000    |           |
| Totals  | 261,220   | 261,220   |           |
| <b>Total Other Financing Sources (Uses)</b>   | 956,597   | 1,047,819 | 91,222    |
| <b>Excess (Deficiency) of Revenues and Other Financing Sources Over Expenditures and Other Uses</b> | (748,533) | 426,259   | 1,174,792 |

**TOWN OF GLASTONBURY GENERAL FUND  
COMPARATIVE BALANCE SHEET JUNE 30, 1984**

| <b>ASSETS</b>  |                    |                    |
|--|--------------------|--------------------|
|  | 1984               | 1983               |
| Cash and Short-term Investments                      | \$1,431,446        | \$1,426,428        |
| Cash—Restricted for Developers Deposits              | 772,013            | 707,125            |
| Due from Other Funds                                 | 111,212            | 160,677            |
| Property Taxes Receivable                            | 740,256            | 770,412            |
| Inventory  | 127,020            | 136,908            |
| Prepaid Expenses                                     | 296                | 742                |
| Miscellaneous Receivables                            | 104,960            | 56,708             |
| Mortgage Receivable                                  | 3,917              | 4,413              |
| <b>Total Assets</b>                                  | <b>\$3,291,120</b> | <b>\$3,263,413</b> |
| <b>LIABILITIES AND FUND EQUITY</b>                   |                    |                    |
| <b>Liabilities:</b>                                  |                    |                    |
| Cash Overdraft                                       | \$                 | \$ 628,273         |
| Accounts Payable                                     | 417,183            | 387,883            |
| Due to Other Funds                                   | 32,101             | 61,453             |
| Sales Taxes Payable                                  | 851                | 562                |
| Due to Developers for Escrow Deposits                | 766,449            | 707,125            |
| Deferred Revenues                                    | 665,207            | 622,311            |
| Property Taxes Collected In Advance                  | 155,181            | 27,917             |
| <b>Total Liabilities</b>                             | <b>2,036,972</b>   | <b>2,435,524</b>   |
| <b>Fund Balance:</b>                                 |                    |                    |
| Reserved for Encumbrances                            | 238,324            | 488,862            |
| Designated for Uncollected Taxes                     |                    | 42,406             |
| Designated for Subsequent Year's Budget              | 400,000            | 20,000             |
| Designated for Tentative Managerial Plans and Intent | 105,703            | 66,949             |
| Undesignated Fund Balance                            | 510,121            | 29,672             |
| <b>Total Fund Balance</b>                            | <b>1,254,148</b>   | <b>827,889</b>     |
| <b>Total Liabilities and Fund Equity</b>             | <b>\$3,291,120</b> | <b>\$3,263,413</b> |



## Recommendations from the Auditor

### General Fund

1. As previously mentioned, following the flow of activity through the Town's workpapers was difficult. We believe efforts should be made to properly document workpapers on a more consistent basis. This documentation would improve the audit trail.

2. In order to maximize investment income, the Town often comingles monies from various funds to purchase investments. We recommend that the Town establish a Pooled Investment Fund to accomplish the following: Improve cash controls, improve audit trail, earn higher yields consistently and improve the liquidity of cash management.

3. In performing our audit, we noted a discrepancy between the dollar value of the actual physical inventory at June 30, 1984 and the dollar value as reflected on the perpetual inventory records. We believe efforts should be made to ascertain that inventory items are properly charged to respective departmental accounts on a timely, consistent basis. The Town should review the detail inventory control system for parts to see if the system is cost efficient.

4. During our examination of property taxes receivable at June 30, 1984 we noted that minor differences existed between the

total taxes receivable as shown on the General Fund general ledger and the total as shown on the related subsidiary ledgers maintained by the tax department. In order to insure proper control over these receivables, we recommend that the tax department and accounting department reconcile taxes receivable and collections on a monthly basis. Since year end, procedures for these recommendations have been implemented.

5. During our examination of bank reconciliations for the General Fund, we noted several old outstanding reconciling items. We recommend the following to improve internal control over cash accounts:

A. Bank reconciliations be prepared monthly, on a timely basis.

B. Bank reconciliations be reviewed periodically by someone other than the preparer.

C. Any reconciling items be adjusted on a timely basis.

D. Any old outstanding checks be written off on a timely basis.

6. The Town presently maintains a general fixed asset group of accounts. However, land and vehicles acquired prior to July 1, 1983 have not been included. We recommend that an effort be made to include all fixed assets in this group of accounts.

### Board of Education

1. The Board of Education and Town have been reconciling expenditures and revenues quarterly, however, the year end reconciliation was not timely. We recommend that an effort be made to assure timely year end reports.

2. The Board of Education does not maintain a control log of items requiring bids. We recommend that each item requiring a bid be assigned a bid number. A control log should be maintained indicating the bid number, bid opening date and description of item.

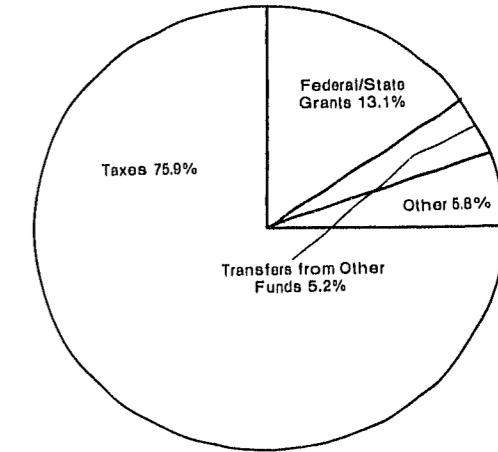
### School Cafeteria Fund

1. **Cash.** In performance of our examination, we noted that cash receipts from a la carte sales were not adequately controlled. We recommend that a more detailed accounting for a la carte receipts be maintained in order to establish control.

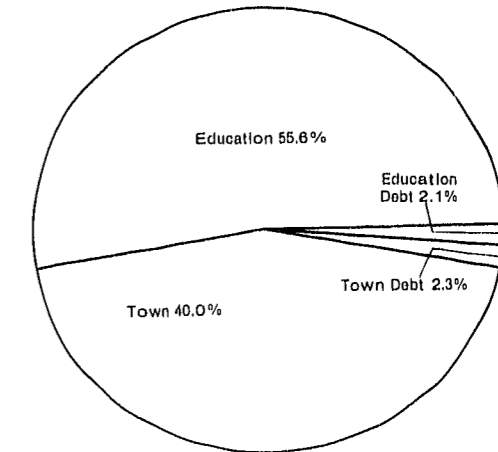
2. **Free and Reduced Lunches.** In verifying the number of free and reduced lunch servings reported to the State, we noted discrepancies between managers daily check list and servings actually reported. We believe it is essential that procedures already established be consistently applied in order to properly document program records in compliance with State guidelines.

**Budwitz & Meyerjack**  
Certified Public Accountants

## The tax dollar: where it comes from

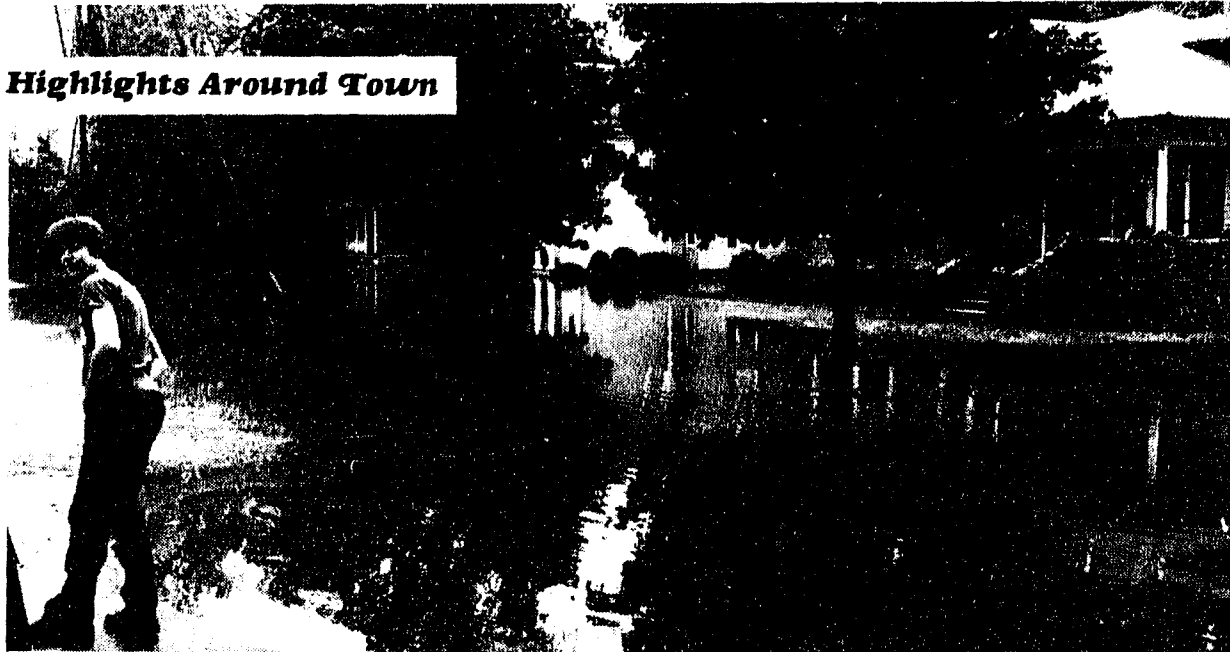


## ...and where it goes





### Highlights Around Town



Homes south of the center on Main Street were cut off, with water filling cellars and covering the road.

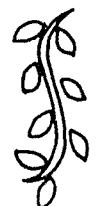
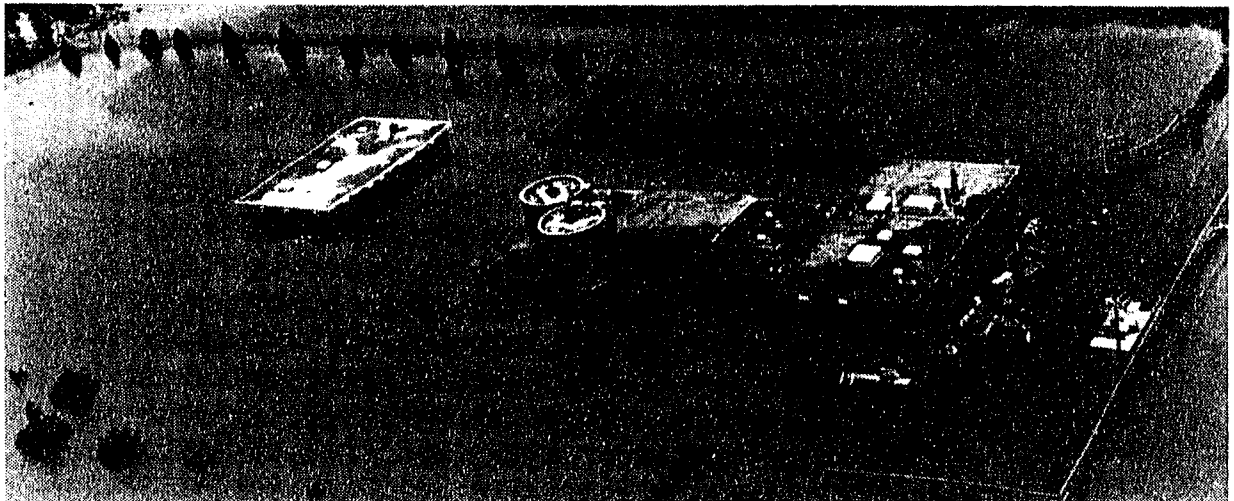
Probably the event with the most impact on town administration was the Flood of '84. Town staff from every department had people on 24-hour duty helping with evacuation of stranded residents, traffic control, rescue services and pumping operations. The third "100-year flood" in the past 50 years, water rose close to the 38' mark, inundating businesses on north Main Street and totally incapacitating the town's sewage treatment plant. The dike behind the plant succumbed and, although pumping operations were continuous, the treatment plant was overrun. Residential areas south of the center on Main Street and in South Glastonbury were cut off as roads became impassable.

The emergency center at the police station was activated within minutes of crisis determination and staffed—by Civil Preparedness crews, police and volunteers—until the need for it was over. The fire department handled rescue service and was an integral part of the cleanup operation.

At the close of the fiscal year there were still no definitive cost figures. Town officials were estimating expenses near the \$500,000 mark but business losses were unknown.



Main Street went under water just north of Naubuc Avenue to emerge again at Pratt Street. The sewage treatment plant behind Academy School was photographed as water surrounded and swamped the facility.







*The Rotary Products Show, held every other year, drew thousands to see the exhibits depicting business progress in town. Outside (above left), Bruce Bemer was giving helicopter rides and donating the proceeds to Rotary. Chosen queen of the show, Laura Carrithers (left) received a scholarship and other gifts. (Above) a youngster enjoys a hands-on experience provided in the Arbor Acres booth.*

*St. Paul's Roman Catholic Church held groundbreaking ceremonies for a new schoolroom wing on the premises north of the center on Main Street. Excavation for the \$400,000 project was already underway and total costs had been pledged by the parish members. At right, Philip F. Aleta, Jr., was sworn in as Glastonbury's new postmaster, assuming the job vacated by retiring Ed Brown. Aleta is a local resident who was previously working in the Hartford post office.*





*An organization of interested citizens was formed to help preserve farmlands. A series of forums began to explore the problems and seek solutions. (Photograph by Duffy)*

*The Annual Applefest changed format in the fall of 1983 to become a regional attraction. Amusements were included for the first time; booths were set up along Hebron Avenue and in the area behind the Gideon Welles Senior Center. Bed races, a breakfast, a parade and other activities—plus good weather—brought out thousands of area residents to enjoy the event.*

*New this year was Symphony in the Park, a performance by the Hartford Symphony underwritten by town business organizations. Symphony orchestra conductor Arthur Winograd was given a proclamation signed by then Council chairman Henry Kinne, marking the event.*

*Scheduled to be held outdoors at Salmon Brook Park (courtesy of developers Michael Diamond and William Mogensen), the concert was moved to the high school because of inclement weather. The public reception was enthusiastic.*

