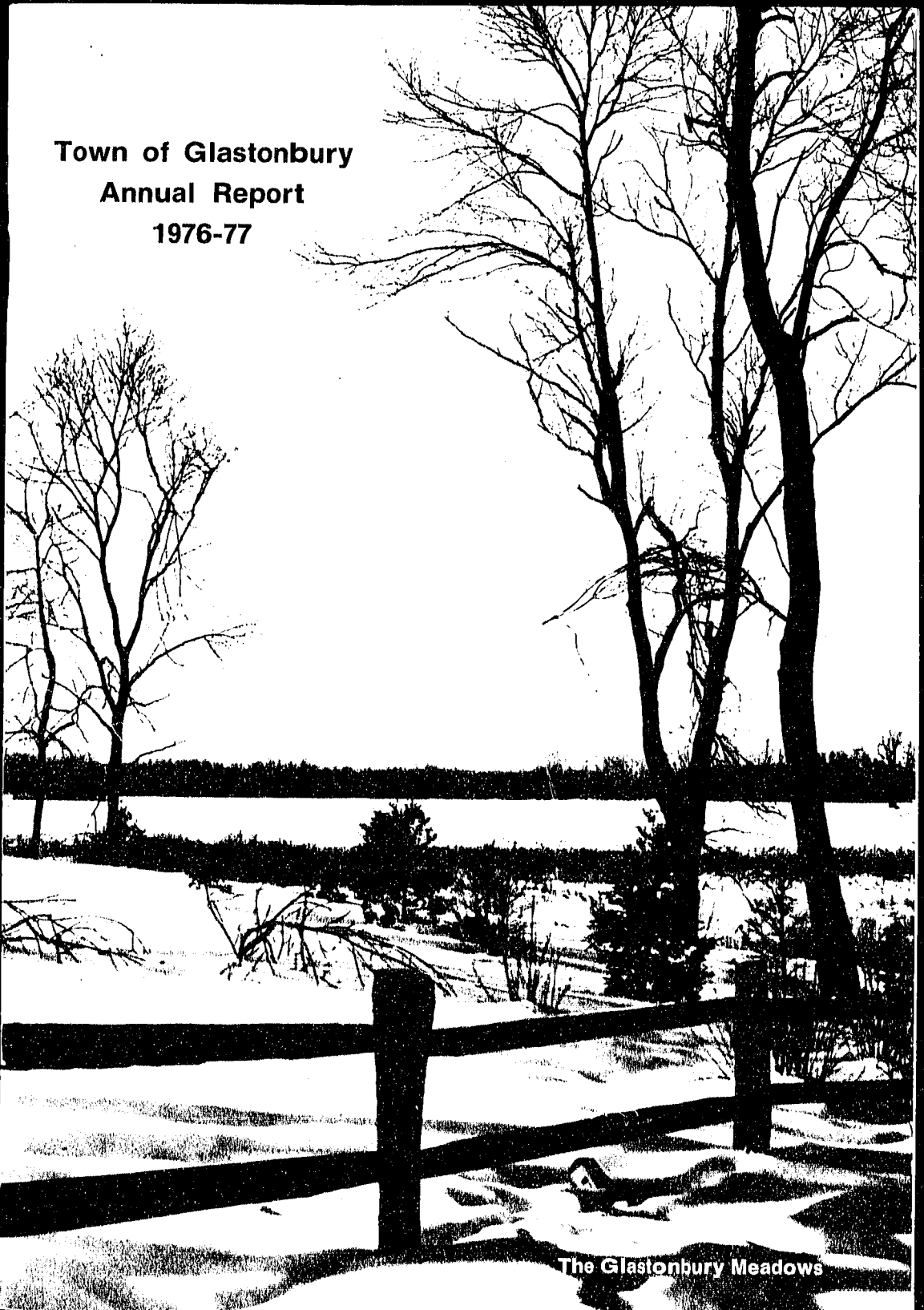


**Town of Glastonbury
Annual Report
1976-77**



The Glastonbury Meadows

COVER STORY

The Glastonbury Meadows

Skirting the shore of the Connecticut River as it makes its way south along Glastonbury's western boundary is a remarkable land area known as the Glastonbury Meadows. Pictured on this year's cover, the Meadows are a result of years of geologic change, dating back to the glacial period over one million years ago. As the continental glacier receded to the north, the Connecticut River was transformed, covering a much wider area than its present bed. Slowly, that bed narrowed leaving a series of "cuts", or escarpments, defining small plateaus. One of the lowest and newest plateaus is the Meadows.

The Meadows are presently used for growing silage corn and hay, and contain a number of valuable natural characteristics. Following one of the numerous floods which inundate this area from time to time, inland ponds containing fish and amphibians may be left behind. Although the fish may be trapped and eventually may serve as a tasty dinner for birds of prey, the frogs and toads breed well in the calm pools. When dry during the Fall, the Meadows may attract pheasants, grouse, and deer among others which browse on the shrubs and seasonal berries. Migratory birds such as snow geese may also stop here on their travels south.

Beyond the natural habitat, though, the Meadows are becoming increasingly recognized for their protective function during the flood periods. As open space, much of the overflow can be retained in this flatland, preventing additional or higher flooding downstream. Efforts are underway to insure the water retention capacity of the meadow-type lands all along the Connecticut River.

Finally, as one investigates the specific and more general aspects of the Meadows, it becomes increasingly clear how active and necessary they are to certain vegetation, wildlife, and even our way of life. They are an important part of the diverse natural environment that is Glastonbury.

ACKNOWLEDGMENT

The preparation of the Annual Town Report is required by Section 607 of the Town CHARTER, dated November 5, 1968, and the report shall include the annual Town Budget.

I wish to thank the various commissions, departments, and services which submitted written and pictorial materials for this report. This year's cover story was developed in conjunction with Mr. John Pagini, Environmentalist in the Office of Community Development.

It should also be noted that last year's report received an award from the University of Connecticut's Institute of Public Service; a credit to everyone involved.

Edited by Tedd E. Povar, Administrative Assistant

Printed by The Pyne-Davidson Company, Hartford, Connecticut

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HISTORY — Incorporated May 8, 1693.

POPULATION — 25,000/Density 476 per square mile/6300 dwelling units/15,800 vehicles.

AREA — 52.5 square miles.

GOVERNMENT — Council-Manager form with 9 member council. There are 175 full time employees under general town, and 520 with the Board of Education.

FINANCE — Following adoption of the budget by the Town Council, the tax rate for the ensuing year is set by the Board of Finance. Based on an assessment rate of 70%, and a net taxable grand list of \$266,983,907, the 1977-78 mill rate is 43.2. The uniform fiscal year budget for 1976-77 is \$14,309,242, and for 1977-78 is \$15,592,643.

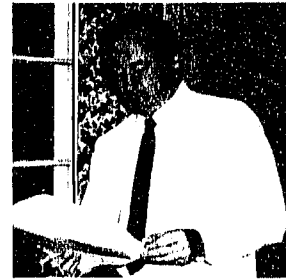
SCHOOLS — The Town is served by 7 elementary schools, 1 junior high school and one high school. The total enrollment is 6,014.

CHURCHES — Eight denominations are represented by: 3 Congregational, 3 Roman Catholic, 2 Episcopalian, 2 Methodist, 2 Baptist, and one each: Ukranian Catholic, Lutheran, and Unitarian Meeting Church.

LIBRARY — The Welles-Turner Memorial Library, containing over 75,000 volumes, and located in the commercial center of Glastonbury, provides reciprocal borrowing services with libraries throughout the state. Libraries staffed by volunteers and partially funded by the Town, serve East and South Glastonbury.

FIRE DEPARTMENT — Four companies, with a complement of over 165 volunteer firemen, serve the Town. The main headquarters on Pratt Street is joined by stations in South Glastonbury Center, Chestnut Hill Road, and Manchester Road.

POLICE DEPARTMENT — The department now consists of 36 officers, 5 dispatchers, one secretary, 4 clerks, and a dog warden. Eleven cars and one van make up the automotive fleet. Twenty special police provide extra assistance as required. The Glastonbury Auxiliary Police Ambulance Association operates two fully-equipped ambulance vans to provide residents with exceptional health care.



Appointed March 8, 1960
DONALD C. PEACH



TOWN MANAGER

Town of Glastonbury

2108 MAIN STREET • GLASTONBURY, CONNECTICUT 06033 • (203) 633-5231

TO THE TOWN COUNCIL AND CITIZENS OF GLASTONBURY

An Annual Town Report records the public events of a year in the history of Glastonbury. These events are not, however, isolated in a period of time and flow from experiences of past years and will influence issues in the future.

It is often futile, sometimes foolhardy, but always interesting, to make projections. There are pressures and trends that will impact on the town, particularly in the way it develops.

Among these is the increasing scarcity and cost of energy, the rapid development of marginal lands in eastern Glastonbury, a growing involvement by the State and Federal Government in local affairs, and the higher costs of housing and other basic necessities.

It will take wise policies at the Federal and State levels to deal intelligently with these trends and pressures nationally and by State and Region, but it is at the local level where our action is. Decisions over the next several years will be difficult and critical to the future of the Town.

Very truly yours,

Donald C. Peach

Donald C. Peach
Town Manager



TOWN COUNCIL

Town of Glastonbury

2108 MAIN STREET • GLASTONBURY, CONNECTICUT 06033 • (203) 633-5231

TO THE CITIZENS OF GLASTONBURY:

There are some who cry doom and gloom about the Town. Even though we have growing pains and problems do come up, I think it is a really fine community. I am not the only one that thinks that way. Back in June, the Middletown Press conducted a survey of a good sample of our citizens.

An editorial in the paper said, "Glastonbury citizens think highly of their town...Not only were the services provided held in high esteem, but its citizens judged it a fine place to live. They liked the form of government (only one mention of the mayor-council form of government). They were proud of their schools (although many volunteered changes they would like to see), and especially significant was the high number of respondents, who when pressed to express changes they would like to see, said they would leave things as they are. All in all, the legislators and public administrators can take considerable pride in the views of citizens. It isn't like that in a number of communities."

The good way people think about the town has made it a pleasure for me to serve as Council Chairman for the last two years. Not only that, but in what other town can you talk with the Mayor and have your gas tank filled and your windshield wiped at the same time?

Respectfully yours,

Henry A. Kinne
Henry A. Kinne
Chairman, Town Council



Standing George Royster, Jr., John Seremet, Marcia Erley, Robert Basine, Janet Maher, James MacIntosh.
Seated: Robert Gogins - Majority Leader
Henry Kinne - Chairman
Constantine Constantine - Minority Leader

COUNCIL ACCOMPLISHMENTS

Main Street Reconstruction — Received, considered, and revised numerous proposals for the redesign of Main Street from Route 3 to Rankin Road.

Center Green — Received the consultant's proposal for a formal Town Green on the corner of Main Street and Hebron Avenue. A number of public hearings were held, and concepts for revision suggested.

Recycling — Authorized \$25,000 for an expanded recycling program, utilizing prototype trailers for satellite collections.

Industrial Park — Authorized development of a marketability study concerning a 200 acre expansion of the Eastern Boulevard - National Drive park.

Public Works — Authorized the reconstruction of Griswold Street after many years of discussion, the repaving of several major Town arteries, and expanded drainage correction efforts.

Dog Ordinance — Adopted an ordinance to control the barking and roaming of pet dogs.

Town Office Building — Authorize initial space and design studies for the eventual expansion of Town offices and the Police Facility.

Sanitary Sewer Expansion — Authorized a referendum for the expansion of sewer services to Apple Hill, Salmon Brook, Roaring Brook, and the Foote Road areas.

Budget — Adopted the fiscal 1977-78 budget of \$15,592,643, of which \$9,065,600 is for the Board of Education, and \$4,984,067 is for the General Town.

ELECTED TOWN OFFICIALS

TOWN COUNCIL '77

Robert B. Basine
Constantine Constantine
*Marola W. Erley
Robert R. Googins
*Henry A. Kinne
Janet R. Maher
James R. McIntosh
George D. Royster, Jr.
John D. Seremet

BOARD OF EDUCATION

Henry D'Auria
Beth Ellason
Charles Greenwald
Judy Harper
E. Gerald Keen
Vincent Palacino, Jr.
*Richmond Perley
Diane Twachtman

FIRE COMMISSION

William Constantine
Earl C. Goodale
Henry Bemont
Thorne Perry
Dr. Ernest E. Novoy, Jr.
Edward P. Urbansky

STATE SENATOR

David M. Barry

BOARD OF FINANCE

Robert D. Bowden
Samuel Deich
*William B. Glotzer
Edward F. McCabe
R. Walter Hemlock
Diane Northrup

BOARD OF TAX REVIEW

*Carl Bolin
J. Blaine Lewis, Jr.
William Low
Robert Phelon
Richard Yedziniak

ZONING BOARD
OF APPEALS

Maurice Bourbeau
Walter L. Erley
Robert Gamer
*Charles Monaco
Douglas T. Scott
Alternates —
Arthur W. Bostick
Donald Gondek
Joan Saglio

REGISTRARS
OF VOTERS

Carolyn S. Larson (R)
Joan Kemble (D)

JUSTICES OF THE PEACE

Marlo L. Accornero
Robert H. Andrews
Francis B. Barnett, Jr.
Phillip J. Barbault, Jr.
Carolyn O. Brown
Catherine J. Carini
John F. Casella
Marjorie A. DeGray
Olga R. deSpautz
Robert F. DiBella
Elizabeth B. Giamalis
Robert E. Goodrich
Winthrop M. Goodwin
Ann H. Hippler
Herbert M. Johnson
Mary R. Lamphire
Laura F. McLean
Betty D. Mieczkowski
Butler L. Ripley
Kenneth P. Smith

CONSTABLES

Daniel McCoy
Clarence F. Norton

STATE REPRESENTATIVE

Antonina B. Parker

U.S. REPRESENTATIVE

William R. Cotter
(1st District)

*chairperson

**vice chairperson

APPOINTED ADMINISTRATIVE OFFICIALS

TOWN MANAGER

Donald C. Peach

ASSESSOR

David MacArthur

COMMUNITY
DEVELOPMENT DIR.

Michael F. Brown

BUILDING OFFICIAL

Bernard Dion

COMPTROLLER

William H. Beyer

DIRECTOR OF HEALTH

Richard Coppa

DOG WARDEN

John Carini

FINANCIAL DIRECTOR —
SCHOOLS

Dr. Alfred Villa

PUBLIC WORKS
DIRECTOR

S. Robert Pryzby

FIRE CHIEF

Edward Siwy

SUPERINTENDENT OF
SCHOOLS

Dr. Hugh Watson

FIRE MARSHAL

Howard Horton, Jr.

HIGHWAY
SUPERINTENDENT

Edward Carini

HOUSING AUTHORITY
EXECUTIVE DIRECTOR

Barbara Carter

INSURANCE AGENT

Alvar Anderson

LIBRARY DIRECTOR

Ellnor Hashim

PARKS & RECREATION
DIRECTOR

J. Baylis Earle

SUPERINTENDENT OF
SANITATION

Ralph Mandeville

CHIEF OF POLICE

Francis Hoffman

TAX COLLECTOR

John Croce

TOWN ATTORNEY

William Rogers

TOWN CLERK

Edward Friedeberg

SOCIAL SERVICES
DIRECTOR

Hazel Hutt

YOUTH SERVICES
DIRECTOR

Edmund Meincke

CIVIL PREPAREDNESS
DIRECTOR

Robert F. DiBella

BUILDING BOARD OF
APPEALS/CODES
REVIEW COMMITTEE

Calvin J. Carini
Edmund Van Dyke Cox
Ottis F. Hall
William L. Robotti
Philip P. Shaughnessy

CAPITOL REGION
COUNCIL OF GOV'TS.

Henry A. Kinne
Robert R. Googins (alt.)

CRCOG —
CITIZENS FORUM

Joann Onacki

CITIZENS ADVISORY
COMMITTEE

David A. Blanchard
Judith Carrithers
Esther Derench
Barbara S. Ebstein
Carol Fredericksen
Denis Jones
Dr. J. Bard McNulty
Elizabeth Taylor
Robert W. Wyman
John Trocclola
Thomas Fitzgerald
Mary Lou Barrett
Thomas W. Docherty
Cynthia Filton
Carol Heafey
Elaine Mount
Frank Byrne
Richard D. Brown

COMMISSION ON AGING

Eleanor Bostick
Fleeta Dean
Alfred Lincoln
Paul Love
Winona Morse
Albert Moseley
*Gilbert Spencer

COMMUNITY BEAUTIFICATION COMMITTEE

Olga Corban
Lillian Loveland
Alice Moriarty
Mary Lyons

Mimi Sanford
*Robert G. Shipman
Salvatore Vullo

CONSERVATION COMMISSION

Carol R. Burritt
*Richard Mihm
Franklin Pond
Marla Robotham

Alan R. Spier
Judith A. Stearns
Peter Stern

ECONOMIC DEVELOPMENT COMMISSION

Henry J. Cullinane
David H. Lips
Sonya Googins
*Alden A. Ives

Robert F. McKinney
Richard J. Perras
Leo Steinhart

FENCE VIEWING COMMITTEE

Richard A. Fochi
Howard R. Klrick
Charles H. Tryon

FINE ARTS COMMISSION

Ann Alvord
Marilyn Becker
Estelle Beckerman
John Dufford
Julie Jones
Evelyn Prell
Margot Winslow
Doris O'Rourke

Thomas D. Lips
Roberta Werner
Carolyn A. Woodard
Dr. Johan Tschinkel
*Woodward Waesche
**Barbara Jenkins
David Fitton

HERITAGE COMMITTEE

Doris Armstead
Jean A. Greene
C. E. Lamson
*Anthony Maurer
Elaine Moorcroft

Sandra O'Leary
Catherine E. Shea
Elizabeth Taylor
John Waterhouse

HOUSING CODE APPEALS COMMITTEE

Nelson C. Brown
Harold C. Griesing
Joseph J. Kugler
Brian McCann

ex officio:
Building official
Fire Marshal
Engineer

INCORPORATORS OF THE FREE ACADEMY

George W. Allen
Robert L. Henderson
Robert P. Mercier

INSURANCE ADVISORY COMMITTEE

Alvar Anderson
David Canapari
Thomas Leahy
Sylvester Murao, Jr.
David J. Prentiss
Craig Smith
Robert Custer
Donald C. Peach

JURY COMMITTEE

Betty Giamails
Mary Melto
Evelyn Rowley

PARKING AUTHORITY

*Albert E. Aubin
Raymond Brezzo
James Noonan
Zygmund Onacki
Richard Shaw

PERSONNEL APPEALS BOARD

Arthur R. Colby
William J. Faber
John O'Rourke
*Robert H. Pearson
Richard Shaw

PLAN AND ZONING COMMISSION

Charles F. Ames
Henry J. Carlini
*Walter R. Casella
Robert P. Knickerbocker
**Patricia Low
Robert Trowbridge
Timothy Moriarty (alt.)
Thomas J. Murray (alt.)
Dale A. Richter (alt.)

PUBLIC BUILDINGS COMMISSION

Leslie R. Kenny
Herbert W. Behrens
Flori G. Minietti
Robert J. Fagnoni
*William J. Olsson
Vincent Palacino, Jr.
(Bd. of Ed. liaison)
Robert Bowden
(Board of Finance liaison)

PUBLIC HOUSING AUTHORITY

*Harvey A. Katz
Harold C. Buckingham
Joseph Melzen
Inez Hemlock
James F. Noonan

HUMAN RELATIONS COMMISSION

Robert E. Goodrich
Susan Johnston

Susan Molycka
Margaret McKeever
Marilyn Seichter
Freya Lund Sonenstern
*Robert B. Titus
James Ritter
George J. Sanford, Jr.

RECREATION COMMISSION

Joyce Allen
*Victor F. DeBartlo
Carol D. Haught
Robert W. Jenkins
Robert A. Breen
W. Gilbert Wolf
Bruce MacLachlan
(Bd. of Ed. liaison)

REDEVELOPMENT AGENCY

Charles W. Brown
*Priscilla Burkhardt
Edmund Downes
Mary Kimball
Barbara Pond
Kenneth P. Smith
Dr. Edward Stewart

SAFETY COMMITTEE

William Dunn
Joan Corcoran
Frank Cavanaugh
Paul Farina
Kimberly Murray
Lewis Parker
*James Spencer

SIDEWALK EVALUATION & PROGRAM COMMISSION

S. William Clulow
Bradley Easterson
Todd R. Balfanz
Donald J. Simpson
Madeline Schultz
Priscilla Sullk
Clifford Packard

WELFARE ADVISORY COMMITTEE

Olga DeSpautz
Lawrence Fleming
*F. Peter Schevola
Georgia Roberts
Myrna Strelcher
Eileen Lader

WELLES-TURNER LIBRARY BOARD

Margaret Berg
*Dennis Carrithers
Michael E. Brown
Penelope B. Kelly
Barbara Constantine
Betsy Wittmann

YOUTH SERVICES COMMISSION

Jeanne Babineau
Dr. Ruthellen Gahm
Margaret Richards
Robert Hunter
*Alexandrina Sergio
Richard Burkhardt
David Lynch
Harold J. Kimball
Juliana Steffens
Richard Lawton
Rev. Craig N. Raeburn
ex officio: Police Chief

SEWER COMMISSION

*J. Phillip Berggren
Donald Cromwell
A. Paul Feeney
F. Peter Schevola
Lucretia Seldel
George Smith
George W. Ripley, III

GLASTONBURY HOUSING AUTHORITY — The GHA is a body politic, exercising public powers established under the provisions of the Connecticut General Statutes. Its purpose is to provide adequate housing at reasonable rates for low and moderate income families and senior citizens thus enabling them to pay rents substantially below the normal market rates.

Welles Village — 1976-77 activities include insulation program, exterior painting, replacement of floors and inoperative water systems.

Village Green and Center Village (Senior Citizens) — Although these developments have required little maintenance, the residents have been served by the Dial-a-Ride transit program, the hot lunches program, and the Visiting Nurses Association.

Future: Efforts are being made to provide additional services, interior and exterior renovations, where necessary, and new electrical services especially in the Welles Village section.



Strawberry Fields

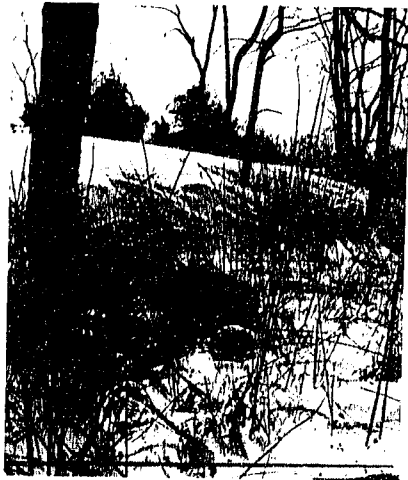
TOWN PLAN AND ZONING COMMISSION

— The Commission continued its leadership in insuring the controlled positive growth of the Community. Emphasis included compliance with the Town's Plan of Development; reviewing and making recommendations concerning all municipal improvements, including land acquisition and capital improvements; negotiation of land subdivision; and protection of the public through the Special Permit process.

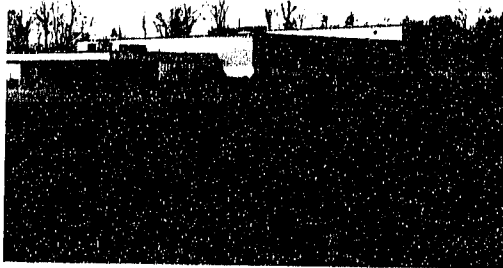
BOARD OF TAX REVIEW — This year, 29 petitions were made to the Board which resulted in a total grand list reduction of \$369,850. Seventeen petitions were acted upon favorably, and twelve were denied. Aggrieved taxpayer hearings were held on three separate occasions, with one final executive session.

HOUSING CODE APPEALS COMMITTEE — This board has the responsibility of hearing appeals by affected persons from any notice from the Director of Health concerning the Housing Code. One such hearing was held during the year.

ZONING BOARD OF APPEALS — Charged with the hearing of appeals from the citizenry concerning variances, special exceptions, and decisions of the Building Official, the Board held 12 public hearings and considered 77 applications for zoning relief, 58 appeals for variances, and 17 for special exceptions. Sixteen of those applications were denied.



Future: Establishment of an expanded flood plain management policy and regulations, and additional open space acquisitions along major streambelts.



(Robert Williams East)

sion of the industrial park. A marketability study was authorized. Overall, numerous small businesses located in the Town this year, making it one of the more active periods.

Future: The next few years should see the tripling of industrial park space, and an active multi-media promotional effort.

FINE ARTS — The charge of the Commission is to promote activities for and participation in the Arts in Glastonbury. To that end, the FAC acts in unison with other boards, private organizations, and individuals.

1976-77: Highlights include a three-day residence by the Celebration Mime Theatre, a children's film series, and a performance by the Hartford Symphony in the High School Auditorium.

Future: Proposal development for a fine arts multi-use center, three additional Hartford Symphony performances, and other sponsorships.

CONSERVATION COMMISSION —

The Commission is charged with the protection of Town wetlands, flood plains, and water resources. Related duties involve insuring the quality of ponds, lakes, and streams in view of multiple problems associated with the rapid development taking place in many areas. Open Space also continues as a very important issue.

Highlights: Receipt of 7.8 acres of Roaring Brook Streambelt from the City Savings Bank of Middletown, and the dedication of 10 acres of Coldbrook Road open space as the Elizabeth Brown Nature Preserve.

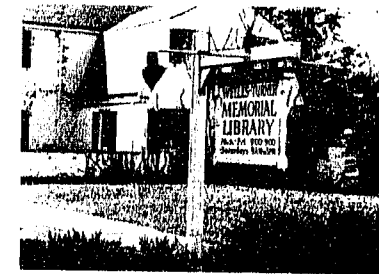
ECONOMIC DEVELOPMENT COMMISSION —

The charge of the EDC is to control, promote, and in general oversee the industrial zones of the Town.

Highlights: Fiscal 1976-77 saw the first strong effort by the Commission to promote properties by attending the CT. Industrial Trade Expo at the Civic Center. The EDC also initiated an expansion

PUBLIC BUILDINGS — The PBC is responsible for planning and construction of all public buildings in the Town. 1976-77: Completion of tennis court resurfacing, and the start of planning the Town Hall Addition to include a common lobby between the Police Facility and Town Offices.

Future: Projects may include a new fire house and recreation area in South Glastonbury.



COMMISSION ON AGING — This body is charged with evaluating, coordinating and assisting in implementing programs and services for the elderly. In 1976-77 the Gideon Welles Center had a successful year with many activities and programs. The Dial-a-Ride system was continued and was very busy. The nutrition program served approximately 12 meals per day during the school year. The VNA blood pressure and health counseling sessions have been held weekly. During the upcoming year, a new Dial-a-Ride bus will be available and the basement of the Gideon Welles Center will be completed and open for new activities. It is hoped that the nutrition program can be expanded and that there will be much participation in the Senior Employment Program run in conjunction with the Youth Services Bureau.

VISITING NURSES ASSOCIATION

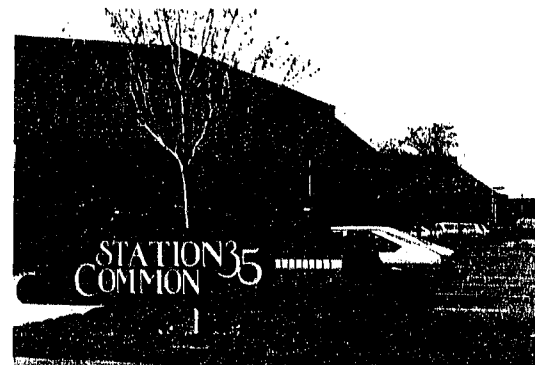
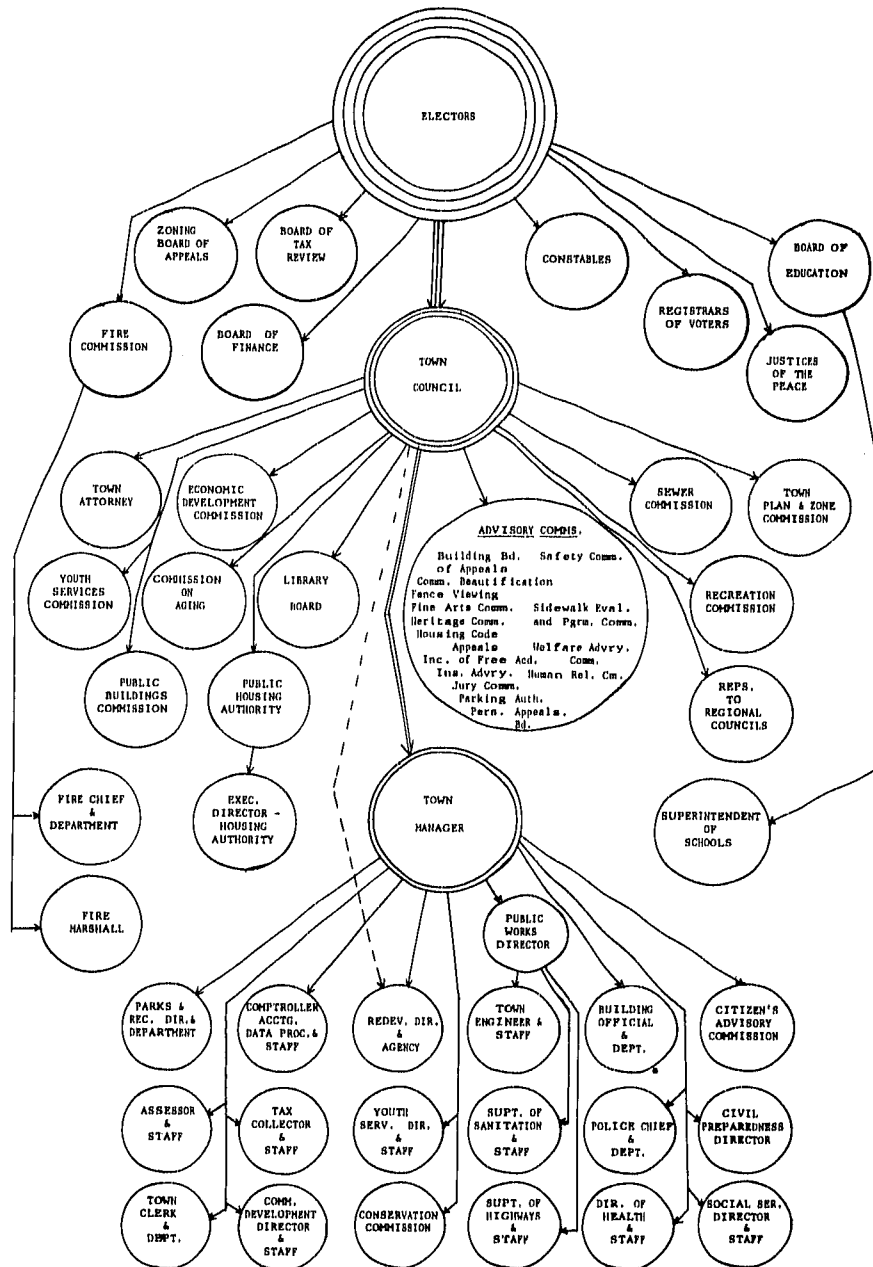
As part of the VNA's responsibilities to the Health Dept., the agency conducted 10 Child Health Clinics with 94 children attending and 124 immunizations given.

With the assistance of the Glastonbury Women's Club, 304 preschoolers received vision and hearing screening in nursery schools and two townwide sessions. Weekly nursing conferences for the elderly, and flu vaccinations were held. Other services included Adolescent Health Counseling, dental screening, and fluoride applications.

The VNA also maintains a TB registry, and makes health guidance visits for maternal and child health, mental illness, and individual health visitations. Counseling and blood pressure screenings are offered in the VNA office daily.

COMMUNITY BEAUTIFICATION: 1976-77 Highlights — The CBC is strongly committed to the promotion of an attractive Glastonbury. To that end, the CBC continued a strong effort for tree planting, aided by donations of trees from such agencies as the Service Club. Reviews were conducted of new commercial and industrial developments, PAD's and Town-sponsored projects. Committee members served on the Center Green Committee and the Design Advisory Committee. This year also saw the resignation of Mr. Dana Waring, a charter member and chairman of the Commission.

Future Outlook: The CBC intends to expand the tree planting effort, urge completion of the Center Green area, and encourage civil projects for general Town beautification.



Station 35 completed

REDEVELOPMENT AGENCY — By the end of fiscal 1976-77, the Center has witnessed 12 million dollars in new construction. Significant during this past year was the completion of Station 35 Common and its occupancy. Of three displaced businesses, all now are in new and modern quarters. Tax returns to the Town are more than three times what they were in 1973 when the first properties were acquired.

New street trees have been placed throughout the project and picnic benches have been located near the ponds at Glen Lochen.

Future: New buildings expected to be completed during the next fiscal year are a 35,000 sq. ft. medical center, new shops along the Center Green, and a dental office next to the Gideon Welles House.

POLICE DEPARTMENT



Traffic Unit Vehicle



Detective Dysenchuk

Fiscal 1976-77 for the Police Department will be remembered as the "year of change". The retirement of personnel, major changes in the report system, changes in office location and size, a federally funded Traffic Unit, and the "Fagan Case" all made their mark.

With the retirement of Detective John "JD" Dysenchuk early next year, the Police Department will close another chapter in its history. "JD" became an Officer in 1954 and since November 1961 has served as a Detective in the Investigations Division. A true professional in his field, he will be sorely missed.

In a last desperate effort, the Department changed office locations and size. The new building cannot come too soon!

The federally funded Traffic Unit is off to a good start. The \$49,600 grant has purchased a motor vehicle, radar units and various other pieces of equipment, together with subsidizing salaries of the Officer involved. The Unit, comprised of one Sergeant and 3 Officers, will be responsible

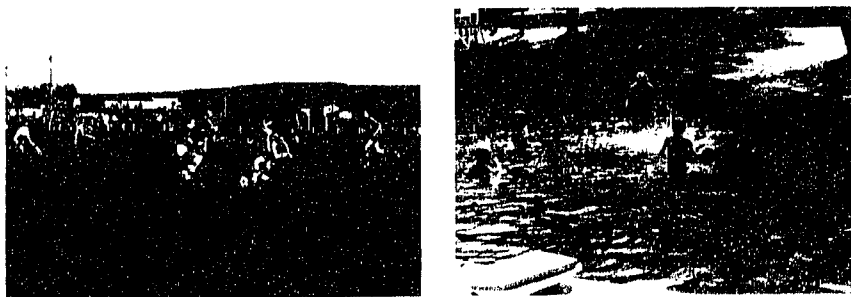
for many traffic related functions. The primary goal is to reduce the accident rate through the use of many techniques including selective enforcement.

This year also showed a change in the type of criminals operating in the Town. The so-called "Fagan" case involved the apprehension of 5 individuals operating a burglary ring from Rhode Island. At the time of arrest, 4 loaded handguns were found in their possession. Ranging in age from 19 to 42, the 5 were eventually charged in seven different burglaries in Town with items valued at over \$12,000 involved.

FUTURE: Future concerns include: 1) Public awareness of local crime problems, 2) Directed Patrol to higher crime areas, 3) Reduced auto accident and injury rates thru the new Traffic Unit, and 4) improved record keeping and time documentation.

Stats — OFFENSES	1975-76	1976-77
Part 1 (serious crimes)	1069	962
Part 2 (less serious crimes)	3053	3456
Miscellaneous non-criminal	3936	3719
Police Service	3313	4882
TOTALS	11371	13019

PARKS AND RECREATION



The past year a strong emphasis of the Parks and Recreation Department has been an increase in girls' programs. In the soccer program, not only was there a great increase in the boys' registration, but two girls' teams were formed. Basketball produced 4 teams, and softball involved two divisions, one with 16 teams, and one with four teams. Virtually every program realized a significant enrollment expansion.



Learning thru sports

CAMP SUNRISE — Designed to provide handicapped children with opportunities to learn and grow through recreational activities, the camp ran successfully from July 5 to August 19. 35 children from Rocky Hill, Wethersfield, and Glastonbury, ages 6 thru 21, participated in physical exercise, individual and team sports, perceptual-motor training, and daily swimming. There were many field trips and an overnight at J. B. Williams Park. The entire program is funded through donations, foundation grants, and participating Town budget appropriations.

Town Team Tennis: Based on the World Team Tennis concept, the first year of this program was a success with 14 Teams and over 140 people. Atrophy donated by Burritt Mutual Savings was fought for by such teams as the Hot Shots, Buttonball Boomers, and the Nayaug Mud Hens.

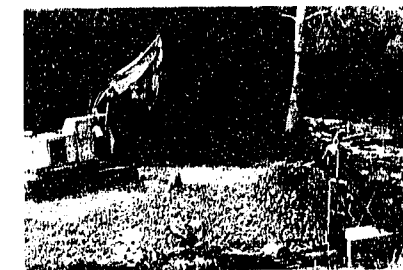
Water Safety Instruction Class: This program attracted 22 high school and college age students, most of whom required this certification for summer jobs in aquatics — one half of those worked in the Glastonbury Recreation Program this summer. Under the direction of Mike Karwan, classroom lectures were combined with in-water practical experience for a comprehensive learning experience.

PARKS: Fiscal 1976-77 saw the continued operation of this department in such areas as parks maintenance, street tree trimming, snow removal, and lawn mowing. The forces have also been involved in other Town beautification efforts, and will be integral in the Town Green effort.

PUBLIC WORKS



Street Paving



Smut Pond Dam

During this fiscal year, the Public Works Department completed its development into an operating division of the Town. The functions, responsibilities, authorities, and assignment of personnel and equipment were established and reviewed.

Included in this review was a streamlining of the system of work assignments and project identification. A list of pending jobs and commitments was prepared and reviewed by the Town Manager. Priorities were assigned to each project, which then established a work program for the Department. A brief report on some of those projects follows:

Subdivisions: 58 are being inspected by the Engineering Section. Nine were completed and accepted during fiscal 1976-77.

Lakewood Drive Drainage: Survey work was completed, and submitted for design by a private consultant. Under the federal EDA grant program, it has been approved and construction is scheduled for early 1978.

Orchard Street Reconstruction: Preliminary design was prepared by the Engineering section, with final design by a private firm. Under the same EDA program, construction should begin in early 1978.

Smut Pond Dam Repairs: Construction started with dredging the pond during the Summer and Fall of 1976. Dam repairs were commenced in the Spring of 1977, and completion is expected this Fall.

South Glastonbury Sewers: Private contractors completed construction activities in the Spring of 1976. Final details were prepared and are being attended to by the contractors. Final acceptance is slated for late 1977.

Myers Brook Drainage: This project was assigned to a private consultant for study and design. Design phase should be completed by the end of 1977.

Griswold Street Reconstruction: This project was removed from State supervision by Town request. Design modifications and the inclusion of sidewalks are being done by the Engineering section. Construction is scheduled for the Spring of 1978.

Main Street Reconstruction: In conjunction with the State, the Town has retained a private consultant for preparation of construction documents. Much of this fiscal year was spent in resolving design concerns. The Street Section placed a new surface within the project limits. Design was agreed on in June 1977. Construction is anticipated to begin in the Spring of 1979.

Town Office Parking Lot: The construction of additional parking spaces was completed by the Street Section in early 1977.

Hopewell Road Traffic Controller: Construction documents were prepared and bid. Construction work was completed in early 1977.

Old Maids Lane Intersection: The Connecticut Department of Transportation is preparing construction documents. Land acquisition is being negotiated by the Engineering Section. Construction is scheduled for late 1977.

Town Office Building Modifications: The Building Section began modifications during the Winter of 1976. The Police area was virtually rebuilt, and other Town offices received at least a painting along with minor alterations. Work should end by the Winter of 1977.

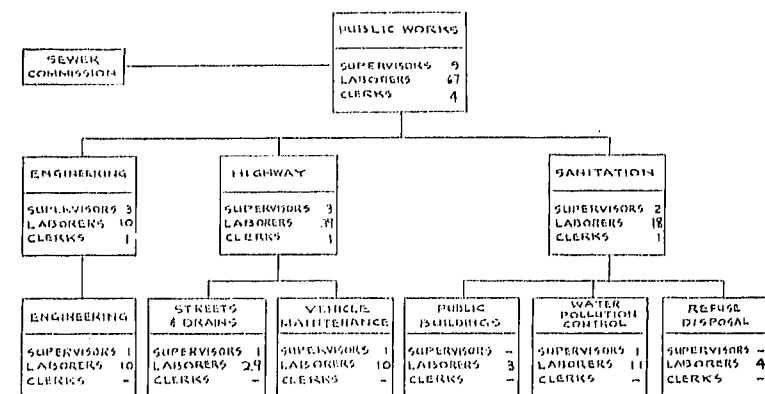
Pump Stations — Emergency Generators: The Water Pollution Control Section completed the installation of standby equipment at the Hubbard Brook and Smith Brook pump stations in the Summer of 1976.

Ash Swamp Road Intersection: The Street Section completed the reconstruction of this intersection at Diamond Lake Road in the Spring of 1977.

These brief statements only provides a quick look at the Department. It is the dedication of the Public Works employees and the cooperation of all other Town departments that makes all this happen.

S. Robert Pryzby
Director

TOWN OF GLASTONBURY - PUBLIC WORKS
ORGANIZATION CHART - FISCAL YEAR 1977-1978



SEWER COMMISSION

Thirty meetings were held during fiscal 1976-77, involving three major sewer expansions: Roaring Brook, Salmon Brook, Apple Hill-Hale Road, and New London Turnpike. Construction on Apple Hill is expected to begin in early 1978. Work was also completed on the Uniform Assessment resolution, and the South Glastonbury project.

BUILDING INSPECTION

Total estimated cost of construction for fiscal 1976-77 was \$8,984,659, with department revenues totaling \$60,704. 1,725 permits and 284 Certificates of Occupancy were issued. Inspections involving all phases of construction and land use totalled 3,325. 87 complaints were investigated.

The Building Official is responsible for receiving applications, maintaining records for the Zoning Board, enforcing building and zoning regulations, building and mechanical code enforcement, and serving as Housing Code Appeals Board Chairman.

TOWN CLERK

The Town Clerk's Office is the center for public records and information. Maintaining the Town's land records is the single most important function of the office.

1976-77 income increased 35% over last year, and the number of land documents recorded was up over 25%. Dog licenses for unneutered males was raised to \$7.70, the same as an unspayed female.

COMPARATIVE STATISTICS —

	1974-75	1975-76	1976-77
To General Fund	\$81,557.91	\$67,958.19	\$91,928.15
To State of Connecticut (Licenses, maj. cards)	\$12,568.50	\$14,359.50	\$14,520.00
To Town Dog Fund	\$ 8,924.40	\$ 9,020.00	\$10,305.45

OTHER —

Births	202	211	202
Deaths	133	141	152
Marriages	259	234	275
Dog Licenses	2,724	2,619	2,391
Hunting/Fishing Licenses	2,903	3,308	3,345
Veterans' Discharges	179	149	154
Voters	452	551	518
Majority Cards	189	264	277
Land Record Documents	3,558	3,963	5,021
Absentee Ballots	495	396	1,035

HEALTH DEPARTMENT

Highlighting 1976-77 was the Swine Flu Program which resulted in over 6,000 inoculations at 4 clinics open to the public. In the Housing Code inspections, compliance was found to be excellent, Glastonbury homeowners should be congratulated for the fine maintenance of their property. The refuse recycling effort is important for the preservation of the present landfill site, and the positive environmental impact that can be realized.

Statistically, the Visiting Nurses Association administered 94 clinic visits, and a total of 413 children were immunized against Measles. The Health Dept. made over 2,650 inspections, with the majority in such areas as Housing Code, Food Service, and Sewage Disposal Systems.

COMMUNICABLE DISEASES REPORTED:

Chicken Pox	1	Measles	14
Ent. Pathogen E. Coll	2	Salmonella	3
Gonorrhoea	11	Scabies	1
Hepatitis	3	Scarlet Fever	1
Inf. Mononucleosis	20	Strep Throat	6
Leptospirosis	1	Syphilis	17
		Toxoplasmosis	1

YOUTH SERVICES BUREAU

Programs:

Clinical Services: Crisis, individual, family and group counseling; consulting to schools, groups, and police; youth advocacy; in service training; and research component.

Creative Experiences: Wilderness school; Youth Services Action Group; film, dance, theatre, music educational and community services.

Youth / Elderly Employment (YEPP): Sponsors neighborhood Youth Corps each summer, and job referrals for youths 12 to 21 and senior citizens.

Community Life Education: Under clinical services, sponsors educational seminars, workshops, forums, and classes through Youth Services and



Adult education for Glastonbury citizens.

Results:

YEP Registries	458	Referrals:	
Jobs Filled	915	Police and Ctr.	20%
Clinical Referrals	290	Fam. Cigy. Dr.	53%
		Schools	27%

The clinical division had 1758 client meetings for fiscal year 1976-77, involving a total of 1305 people.

WELLES-TURNER MEMORIAL LIBRARY

Fiscal 1976-77 saw the continuation of popular programs and the addition of new concepts. One of the latter was the showing of feature films in the auditorium, both of which were well attended. The Children's Department continued its popular story hours for preschoolers, and summer activities such as the Summer Reading Program and the Annual Pet Show.

The staff was bolstered by a new professional librarian, Ms. LuAnne Featherstone. She is providing much-needed assistance in reference, cataloging, and the Children's Department.

The Library Board has two new members appointed to fill the unexpired terms of Howard O'Connell and Lucille Jonah, both of whom resigned. The new board members are Betsy Wittemann and Barbara Constantine.

Library Director Ellnor M. Hashim was elected Vice-President/President-Elect of the New England Library Association.

OFFICE OF COMMUNITY DEVELOPMENT

Highlights of this very busy year included:

1. Processing of applications for 39 subdivisions, 6 PADs, and 38 Design Reviews.
2. Implementation of a \$2.7 million CDBG program including financial settlement of the Urban Renewal Project and start-up of several capital improvement projects.
3. Coordination of negotiations leading to the location of a branch office of a major insurance company in the proposed Glastonbury Industrial Park Expansion.
4. Administrative consolidation of major community development staff functions, including planning and zoning, redevelopment, building inspection, environmental planning, and economic development.

ASSESSOR

Grand List: This year's list increased \$11,617,645 to \$266,983,907, an increase of 4.6%, the second largest in Glastonbury's history.

	1977	1976	%
Real Estate	\$232,880,877	\$224,387,462	+ 3.8
Personal Property	13,062,960	13,187,370	- 1.0
Motor Vehicles	21,040,070	17,791,430	+18.0

Substantial Taxpayers: (top 5 assessments)

Society for Savings	\$3,559,750
Connecticut Real Estate Partners	1,981,430
Connecticut Light and Power	1,705,470
Colonial Village Apartments	1,608,770
Center Mall Associates	1,543,560

Summary: Real estate showed a substantial increase which primarily represented residential growth. Motor vehicles showed an unprecedented increase, reflecting the easing of tight money and fuel-consciousness. Personal property reflected the normal reductions due to increased inventory exemptions.

REGISTRARS OFFICE

Voter registration sessions are held every fourth Thursday of the month between the hours of 7 pm and 9 pm at the Town Hall. Voters may register in the Town Clerk's Office during regular business hours.

A total of 2,008 voters were registered this year: 636 Democrats, 532 Republicans, and 840 Unaffiliated.

A national election was held in which over 90% of those eligible voted.

One local referendum concerning sewers was held on May 24th. Only 7.7% of those eligible voted; 62% in favor, 38% against.

Total Voters: 4,726 Democrats, 4,951 Republicans, 4,725 Unaffiliated

CIVIL PREPAREDNESS

Responsible for the preparation and carrying out of operational plans for local, state, and national emergencies, this department received, as a privately donated gift, a complete two-way radio system. The radio will

become operational in the Fall of 1977, and will provide prompt access to other local and state CP facilities. This coming year, radiological monitoring will become a priority area under the direction of Mr. Joseph I. Robinson and Mr. Joseph Katz.

FIRE DEPARTMENT



Alarms: An increase of 35% in the number of alarms over 1975-76. The majority of the increase was manifest in grass and brush, and motor vehicle and accident fires.

Summary: 1976-77 Highlights — A new high-pressure pumper for Company 4; an active recruiting effort for daytime firemen; home safety inspections; fire prevention program begun in lower school grades.

Summary of Emergency Alarms:

Brush and Grass	164	Street Electrical	15
Motor Vehicle	110	School False Alarms	14
Homes and Bldgs.	67	Water in Cellars	11
Home Appliances	23	Home Furnaces	7
Chimney Fires	22	Home Electrical	6
Miscellaneous	24	Drownings	5
ADT Alarms & Others	19	Dumpster Fires	3
		TOTAL	490

PROBATE COURT

The Court of Probate for the District of Glastonbury was constituted on January 8, 1975, and is part of the state judicial system operating under the supervision of the State Probate Administrator and the Chief Justice of the State Supreme Court.

The Probate Court has primary jurisdiction over decedent estates, of which 18 were opened this year. Jurisdiction also includes adoptions, commitments, conservatorships, guardianships, trusts, marriage waivers, termination of parental rights, and passport applications.

The judge also officiated at one wedding during the past fiscal year.

Hours are 12:00 to 4:00 pm Monday thru Friday, and 7-9 pm Mondays. Other times by appointment.

SOCIAL SERVICES

A continuing problem for the department has been the question of who will be the administrator of the welfare programs in the State of Connecticut; the State or the Local agencies. The larger cities favor State takeover due to the heavy monetary and manpower burden associated with this complex area. However, there is some serious question in how well equipped the State is to react to emergency situations, or to provide individualized service of an equal nature.

Required paperwork is another problem that has exploded, not only where Federal and State funds are concerned but within our Town. The department has tried to deal with all clients with care and understanding, and has had considerable help from most other Town Departments.



Richmond Perley
Chairman

GLASTONBURY PUBLIC SCHOOLS
GLASTONBURY, CONNECTICUT 06033

BOARD OF EDUCATION OFFICE
WILLIAMS STREET
633 8231

Annual Report of the Chairman of the Board of Education

To the Citizens of Glastonbury:

Glastonbury's school population continues to remain about the same size. The high rate of home construction is about balancing out the decrease in family size. We expect this to continue for quite some time so that Glastonbury will not see the declining enrollments evident in neighboring towns. However, some provisions will have to be made since the location of children within town is changing.

We are all justly proud of the results of the High School accreditation evaluation conducted last year by the New England Association of Colleges and Secondary Schools. There were special commendations for a strong staff, good facilities, and excellent curriculum. We received a ten-year accreditation certificate, the maximum ever given.

Liaison with other town agencies increased this year by the addition of monthly meetings between Board of Education and Youth Services Bureau staff members. Meetings continued with the Parks and Recreation Department and with the leadership of the Town Council and the Board of Finance. The purpose of these meetings is to coordinate the use of all the resources of Glastonbury and avoid duplication and overlapping functions.

The Board of Education is most appreciative of the diligence and dedication of the personnel in the school system and services they perform. We also thank the citizens of Glastonbury for their support of the school system. We hope that citizens will continue to share with the Board of Education their views concerning general school policy. We welcome these expressions of interest and extend our invitation again to citizens to attend our meetings.

Respectfully submitted,

Richmond Perley
Richmond Perley, Chairman
Glastonbury Board of Education

October 7, 1977

EXCERPTS FROM REPORTS OF DEPARTMENTAL DIRECTORS

ENGLISH — Twenty students from the high school were winners in the Scholastic Writing Contest sponsored on the state level by the Hartford Courant. Five of these were finalists and had their work submitted for judging on the national level. One finalist, Lynn Preli, won honorable mention in the national contest. Another student, Patricia Hensen, was a winner in the Achievement Awards in Writing Program conducted by the National Council of Teachers of English.

READING — In the elementary schools additional reading textbooks were provided to help those students requiring a slower and more structured approach to their learning of reading skills. At the sixth grade level a Student Help and Reading Period was added to the school schedule to provide tutorial assistance and additional reading opportunities for students.

MATHEMATICS — A tutorial program was established at Gideon Welles School with individual teachers providing instruction to students requiring assistance during normal study periods.

SCIENCE — The Center for Outdoor Education of Manchester conducted environment use workshop for twenty-four elementary school teachers. Funding for these workshops was provided through a generous grant from the Glastonbury Council of Garden Clubs.

INDUSTRIAL ARTS — An excellent open house program was held in March by the Industrial Arts staff and students with over seven hundred Glastonbury citizens attending.

CAREER EDUCATION — The cooperative work experience program started at the high school this year with fourteen students enrolled. They worked on a part-time basis, for credit and pay, in jobs in which they had a career interest. They were supervised by staff members with expertise in those areas.

HEALTH EDUCATION — This year the department initiated a seminar approach for instruction related to human growth and development. The program was presented for both parent and child with six seminars offered and one hundred and ten families participating in the activities.

ART — At the high school an art career day was held, enabling students to gain firsthand knowledge of art careers from those gainfully employed. Fifteen people from various art related occupations brought their materials to the high school for students to observe and question. The areas included photography, commercial art, architecture and jewelry working.

MUSIC — The high school band performed at the Music Educators National Conference in Washington and the band, choir and orchestra participated in an exchange concert with Manhasset High School on Long Island.

ATHLETICS — Glastonbury High School's athletic teams performed extremely well this past year with a state championship won by the girls' swimming team and league championships won in girls' track, boys' golf, girls' tennis, boys' tennis and soccer. The girls' athletic program was expanded with the addition of three more teams.



Hugh McG. Watson
Superintendent of Schools

**GLASTONBURY PUBLIC SCHOOLS
GLASTONBURY, CONNECTICUT
Annual Report of the Superintendent of Schools**

To the Glastonbury Board of Education:

During the 1976-77 school year continuing efforts were pursued to provide in-service programs aimed at improving teaching and learning. Supervisors worked with assistance from consultants to help teachers focus their instruction upon well-defined objectives. A variety of courses for elementary school teachers was held on Wednesday afternoons through the year with emphasis on techniques of teaching basic skills and identifying learning characteristics of individual students. The application of reading skills in the content areas formed a focus for many of the departmental training programs at the secondary school level.

As new instructional programs are developed and some current programs examined, the need arises for a systematic method of looking at programs and evaluating their effectiveness. During the year Board of Education members joined representatives of the administrative and teaching staffs in the formulation of a model to be used in evaluating future educational programs. The model calls for a systematic evaluation of both the process of instruction and the results of this instruction in terms of student learning. Elements of the new evaluation model were applied this past year to the new work experience program at the high school and the new courses introduced in commercial art and first aid. Next year the evaluation model will be applied to the elementary guidance program, the high school chemistry course, and the practice of achievement grouping of students at different grade levels.

Citizen participation gained added impetus in 1976-77 with parent advisory committees functioning at the high school and at Naubuc, Eastbury, and Hopewell elementary schools. The use of volunteers in the schools was also intensified during the year with more volunteers working at elementary, junior high and senior high school levels. Representatives of the Council of Parent-Teacher-Student Organizations were active in providing suggestions for budget development and followed the budget deliberations closely through the Board of Education budget work sessions. Many senior citizens participated this year as a part of volunteer programs and more than one hundred senior citizens joined high school senior students for the annual breakfast in June planned in coordination with a tour of school facilities and the art department's annual exhibit of student work.

Lay citizen representatives, staff representatives and student representatives from the senior class of Glastonbury High School took part in a goal setting exercise to help determine priorities for the school system's educational program. Of particular interest was a consensus among the different groups attesting to the importance of development of basic communication skills and development of good work and study habits with emphasis on general education rather than specialized or vocationally oriented educational programs. The results of the goal setting and the perception of priorities will be helpful to the Board of Education and the administrative staff in short-term and long-term budget planning.

A tribute to the staff at the high school came this last fall with a very positive evaluation submitted by a team of thirty-four professionals sent by the New England Association of Colleges and Secondary Schools. The high school received a ten year accreditation certificate which constitutes the maximum length of time of accreditation for which any secondary schools in New England may qualify. The evaluation report provided some very helpful suggestions for improvement and at the same time offered commendations for a strong staff, excellent facilities and a fine course of studies.

During the last two years the basic skills of reading and writing have been given added emphasis within the instructional program. Improvement in student performance continued again this year for the second straight year with higher scores reported for third, fourth, fifth and sixth grade students taking the Iowa Tests of Basic Skills in the spring. Of particular note were improved achievement scores in capitalization, punctuation and language usage which may be attributed at least in part to the new elementary school grammar and composition programs introduced in 1975.

Three new federally funded programs provided additional learning opportunities for students this past year. At Naubuc School an early learning program was introduced for pre-school children prior to kindergarten entrance. Another federal grant helped provide an alternative less departmentalized teaching organization for a group of approximately one hundred seventh grade students at Gideon Welles School. These students worked in their basic subjects with a team of four teachers representing the disciplines of English, mathematics, social studies and science. A third federal grant provided two teacher-counselors to give additional tutorial assistance and encouragement to Project Concern students at the secondary school level and other Glastonbury students requiring some additional instructional support.

This past year has been characterized by joint efforts toward cooperation between the town administration and the school system administration. Initiated this year were school administrative responsibility for maintenance of town buildings and town administrative responsibility for maintenance of school vehicles. Representatives of the Parks and Recreation Department and the schools' administrative services continued to hold monthly meetings to coordinate most effective use of school facilities. Started toward the end of the school year was a series of monthly meetings between representatives of the staff of the Youth Services Bureau and representatives of the school administration.

In conclusion I would like to pay tribute to the quality of the school system's staff, both instructional and non-instructional. These people constitute the strength of our educational programs. To you as members of the Board of Education I am most appreciative for the time you have committed and the leadership you have provided in setting policy and establishing a framework within which the school system may operate in a manner in which the community of Glastonbury can take pride.

Respectfully submitted,

Hugh Watson

Hugh Watson
Superintendent of Schools

August 18, 1977

Blum, Gavens & Kaplan, P.C.

Certified Public Accountants

Arnold Blum, C.P.A.
Arthur H. Gavens, C.P.A.
George B. Kaplan, C.P.A.
Faymou Gavens, C.P.A.
Alan B. Mandell, C.P.A.
Conrad S. Kappel, C.P.A.
Fredrick J. Kaplan, C.P.A.

29 North Main Street
 West Hartford, Conn. 06107
 203-521-7600

Town Council
 Town of Glastonbury
 Glastonbury, Connecticut

We have examined the financial statements of the various Funds of the Town of Glastonbury for the year ended June 30, 1977, listed in the foregoing Table of Contents. Our examination was made in accordance with generally accepted auditing standards and accordingly included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances.

The Town of Glastonbury has not maintained a record of its general fixed assets and accordingly a statement of general fixed assets, required by generally accepted accounting principles, is not included in the financial report.

In our opinion, the financial statements listed in the aforementioned Table of Contents present fairly the financial position of such Funds of the Town of Glastonbury at June 30, 1977, and the results of operations of such Funds for the year then ended, in conformity with generally accepted accounting principles applied on a basis consistent with that of the preceding year.

The accompanying supplemental information is not necessary for a fair presentation of the financial statements, but is presented as additional analytical data on pages 40-46. The supplemental information has been subjected to the tests and other auditing procedures applied in the examination of the financial statements listed in the foregoing Table of Contents and, in our opinion, is fairly stated in all material respects in relation to the financial statements taken as a whole.

Blum, Gavens & Kaplan P.C.

Blum, Gavens & Kaplan, P.C.
 Certified Public Accountants

September 16, 1977

Members of the American Institute of Certified Public Accountants

-1-

TOWN OF GLASTONBURY

COMMENTS AND RECOMMENDATIONS

JUNE 30, 1977

COMMENT

- As part of the examination of the Funds of the Town of Glastonbury, the internal controls in effect were reviewed. Good internal control necessitates proper issuance of serially-numbered receipts for all collections and timely deposits traceable to specific receipts. Examination indicated proper issuance of receipts by the various departments. However, in many cases it was difficult to trace groups of receipts to specific deposits. Existing controls specifically require all bank deposit tickets to contain a reference to the receipt number sequence comprising a particular deposit.

RECOMMENDATION

It is recommended that strict adherence to existing control procedures be maintained by all departments.

COMMENT

- Examination of the system employed for purchases indicated frequent non-compliance with the purchase order system in effect.

RECOMMENDATION

It is recommended that a review of the existing purchase system be made to insure strict compliance with existing procedures. As part of that review, the Town should consider giving the Town Manager the power and responsibility to override the system when dictated by good business practices. In addition, it is recommended that the Town consider employing a full-time purchasing agent, serving both the Town Manager and the Board of Education.

COMMENT

- It was noted in the prior year's examination that there was some confusion regarding the concept of the accrual basis of accounting for expenditures, particularly with the Board of Education. Examination of current expenditures, and the fiscal year to which they were charged, indicated substantial improvement.

RECOMMENDATION

It is recommended that the Board of Education continue to refine its procedures to insure that all expenditures are charged to the proper fiscal year.

COMMENT

4. The Town of Glastonbury has experienced over the past several years a substantial increase in the activity of capital programs. These programs are accounted for in the General Fund, Reserve Funds for Capital and Non-Recurring Expenditures, Capital Projects Funds and Sewer Commission Funds. Because of the numerous Funds providing for capital activities, there are frequent inter-fund transfers which complicate and tend to confuse the reporting and accounting activities.

RECOMMENDATION

It is recommended that the Town consider the concept of a unified capital budget. A clearer picture of the source and use of funds would be accomplished. The capital budget would show current and future local taxes as a source of revenue, as well as grants from Federal and State agencies.

COMMENT

5. The Town of Glastonbury does not maintain an inventory of general fixed assets. The Comptroller's office is in the process of establishing such an inventory, utilizing Town data processing equipment.

RECOMMENDATION

It is recommended that efforts be continued to update and complete the inventory of Town-owned property.

COMMENT

6. As part of the examination, the Assessor's Abstract and Tax Collector's Rate Book were reviewed and found to be unreconcilable. Such differences were of a relatively minor amount. These records are presently compiled using an outside contractor's data processing equipment. The Comptroller's office is in the process of converting this information to Town-owned data processing equipment.

RECOMMENDATION

It is recommended that priority be given to establishing internally the Assessor's and Tax Collector's records on Town data processing equipment to insure stronger controls.

TOWN OF GLASTONBURY
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 1977

Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:

Basis of Accounting — A modified accrual basis of accounting is followed by all Funds. Revenues are recorded when received as cash, except for revenues susceptible to accrual, as well as material revenues that are not received at the normal time of receipt. Expenditures are recorded on an accrual basis, except for inventories, prepaid expenses and interest on long-term debt.

Investments — Investments are stated at cost which approximates market value.

General Fixed Assets — A Statement of General Fixed Assets is not presented in accordance with generally accepted accounting principles.

Capital Projects Fund — It is the policy of the Town to record grants due the Fund from Federal and State agencies as an asset of the Fund on the basis of engineering estimates of eligible costs. Eligible costs include both actual costs to date and estimated unbilled costs of project completion. To the extent that actual final costs vary from estimates and the related grants from Federal and State agencies are revised, fund balance is adjusted in the year such variations are known.

Note 2: RETIREMENT PLANS:

The Town of Glastonbury participates in a pension program funded by both employee and Town contributions. The Town's share of the pension cost for the pension year ended February 28, 1977 was \$238,200.00 and will be \$258,000.00 for the year ending February 28, 1978. For the year ending February 28, 1977, the Town cost includes the employer normal cost plus a past service payment based on amortization of the unfunded past service liability over 30 years from the effective date of each increment. The estimated employee normal cost for the year is \$82,600.00. The cost method used to determine the pension cost is the frozen initial liability modification of the entry age normal cost method. At March 1, 1977 the actuarially computed value of vested benefits is \$1,643,540.00. This amount has been increased since last year due to an increase in the benefit for the Town. The value of the pension fund is \$867,153.00 (this includes \$803,197.00 in the Fixed Fund account and \$63,956.00 in Equity accounts). These amounts have not been adjusted for balance sheet prepayments or deferred charges but do include estimated interest from January 1, 1977 to March 1, 1977.

TOWN OF GLASTONBURY
COMBINED BALANCE SHEET
JUNE 30, 1977

A. B. S. F. T. S.	General Fund	School Cafeteria Fund	Capital Projects Fund	Reserve Fund for Capital and Non-Recurring Expenditures	Community Development Block Grant Fund
Cash	20 703 34	65 985 96	25 526 77	12 834 26	50 72
Investments	498 765 00	-	300 000 00	898 870 08	-
Property Taxes	308 779 02	-	-	-	-
Inventory	-	13 652 77	-	-	-
Due from Federal and State Agencies	-	29 074 08	1 052 065 00	-	1 101 824 44
Miscellaneous Receivables	-	405 45	-	-	-
Mortgage Receivable	-	-	-	-	-
Assessments Receivable	-	-	-	-	-
Due from Developers	-	-	-	-	-
Capital Projects Fund Balance Amount to be Raised by Future Taxation or Assessments	-	-	-	-	-
Total Assets	\$ 828 247 36	\$ 109 118 26	\$ 1 377 591 77	\$ 911 704 34	\$ 1 101 875 16
LIABILITIES AND FUND BALANCES					
Accounts Payable	92 643 59	1 649 60	-	34 599 45	-
Taxes Collected in Advance	235 480 02	-	-	-	-
Due to Other Funds	35 52	-	194 152 39	-	-
Unbilled Project Costs	-	-	-	414 125 65	1 101 875 16
Unexpended Appropriations	-	-	-	-	-
Due to State of Connecticut - Subject to Call	-	-	-	-	-
Due to Federal and State Agencies	-	-	-	-	7 802 26
Developers' Deposits	-	-	-	-	8 674 04
Sewer Assessment Notes Payable	-	-	-	-	-
Bonds and Notes Payable	-	-	-	-	-
Fund Balances - Restricted	-	-	-	-	4 075 42
Fund Balances - Appropriated	393 779 02	-	-	462 979 24	-
Fund Balances - Unappropriated	106 309 21	107 468 66	1 183 439 38	-	-
Total Liabilities and Fund Balances	\$ 828 247 36	\$ 109 118 26	\$ 1 377 591 77	\$ 911 704 34	\$ 1 101 875 16

TOWN OF GLASTONBURY
COMBINED BALANCE SHEET
JUNE 30, 1977

Trust and Agency Funds	Federal Revenue Sharing Trust Fund	Insurance Reserve Fund	Developers' Fee Account	Sewer Sinking Fund	Sewer Operating Fund	General Long-Term Debt	Special Education Funds
51 505 85	2 794 58	46 948 43	392 187 83	37 870 99	60 682 99	-	7 230 63
-	300 000 00	243 946 08	-	598 741 17	-	-	-
-	-	-	-	-	-	-	-
-	87 201 00	-	-	145 000 00	-	1 155 221 87	6 764 00
35 52	-	-	-	-	-	-	-
6 128 06	-	-	-	923 495 83	9 149 26	-	-
-	-	-	-	135 838 94	-	1 183 439 38	-
-	-	-	-	-	-	9 625 318 75	-
\$ 57 669 41	\$ 389 995 58	\$ 290 894 51	\$ 392 187 83	\$ 1 842 946 93	\$ 69 832 25	\$ 11 964 000 00	\$ 13 994 63
-	-	-	-	5 000 00	21 923 88	-	4 657 60
-	-	-	-	-	-	-	-
-	-	-	-	218 063 67	-	-	-
7 802 26	-	-	-	-	-	-	-
8 674 04	-	-	392 187 83	-	-	-	9 337 03
-	-	-	-	750 000 00	-	-	-
-	-	-	-	-	-	11 964 000 00	-
4 075 42	-	-	-	-	-	-	-
37 117 71	389 995 58	290 894 51	392 187 83	869 883 26	47 908 37	-	-
\$ 57 669 41	\$ 389 995 58	\$ 290 894 51	\$ 392 187 83	\$ 1 842 946 93	\$ 69 832 25	\$ 11 964 000 00	\$ 13 994 63

**TOWN OF GLASTONBURY
GENERAL FUND
STATEMENT OF APPROPRIATIONS AND EXPENDITURES
FOR THE YEAR ENDED JUNE 30, 1977**

	<u>Appropriations</u>	<u>Expenditures</u>	<u>Excess of Appropriations Over Expenditures</u>
	\$	\$	\$
<u>General Government:</u>			
Town Council	23 968 00	23 551 22	416 78
Board of Finance	799 00	798 09	91
Citizens Advisory Committee	225 00	86 66	138 34
Town Manager	<u>71 259 00</u>	<u>70 783 35</u>	<u>475 65</u>
	96 251 00	95 219 32	1 031 68
<u>Community Development</u>	<u>65 243 00</u>	<u>57 109 44</u>	<u>8 133 56</u>
<u>Community Development:</u>			
Building Inspector	66 784 00	66 693 18	90 82
Town Planning and Zoning	5 170 00	4 773 61	396 39
Zoning Board of Appeals	1 932 00	1 872 83	59 17
Conservation Commission	3 025 00	2 907 61	117 39
Economic Development Commission	1 122 00	1 083 72	38 28
Public Building Commission	450 00	367 06	82 94
Community Beautification Commission	<u>1 300 00</u>	<u>1 258 92</u>	<u>41 08</u>
	79 783 00	78 956 93	826 07
<u>Public Safety:</u>			
Police	839 713 00	838 315 62	1 397 38
Fire	134 551 00	133 766 32	784 68
Civil Preparedness	2 370 00	2 286 07	83 93
Safety Committee	<u>340 00</u>	<u>240 27</u>	<u>99 73</u>
	976 974 00	974 608 28	2 365 72
<u>Administrative Services:</u>			
Comptroller	79 556 00	79 359 83	196 17
Tax Collector	58 359 00	55 540 91	2 818 09
ASSESSOR	52 452 00	51 584 99	867 01
Town Clerk	43 200 00	43 090 54	109 46
Probate Court	870 00	833 00	37 00
Town Attorney	39 842 00	39 841 18	82
Registrars	23 504 00	23 200 78	303 22
Insurance and Bonds	336 344 00	333 599 67	2 744 33
Pension Plan	<u>288 376 00</u>	<u>288 375 54</u>	<u>46</u>
	922 503 00	915 426 44	7 076 56
<u>Health Department</u>	<u>79 503 00</u>	<u>78 852 31</u>	<u>650 69</u>

**TOWN OF GLASTONBURY
GENERAL FUND
STATEMENT OF APPROPRIATIONS AND EXPENDITURES
FOR THE YEAR ENDED JUNE 30, 1977
(Continued 2)**

	<u>Appropriations</u>	<u>Expenditures</u>	<u>Excess of Appropriations Over Expenditures</u>
	\$	\$	\$
<u>Human Resources:</u>			
Social Services	92 014 00	91 457 95	556 05
Youth Services	78 516 00	78 413 45	102 55
Commission on Aging	20 608 00	19 788 90	819 10
Fine Arts Commission	<u>3 731 00</u>	<u>3 280 97</u>	<u>450 03</u>
	194 869 00	192 941 27	1 927 73
<u>Parks and Recreation</u>	<u>291 623 00</u>	<u>282 825 06</u>	<u>8 797 94</u>
<u>Libraries:</u>			
Welles Turner	176 695 00	173 550 97	3 144 03
South Glastonbury	2 000 00	2 000 00	-
East Glastonbury	<u>2 000 00</u>	<u>2 000 00</u>	<u>-</u>
	180 695 00	177 550 97	3 144 03
<u>Public Works:</u>			
Administration and Engineering	193 600 00	192 948 35	651 65
Highways and Drainage	678 304 00	671 380 42	6 923 58
Vehicle Maintenance	132 645 00	132 106 09	538 91
Public Buildings	77 421 00	71 983 27	5 437 73
Water Pollution Control	121 929 00	121 928 60	40
Refuse Disposal	78 977 00	77 793 01	1 183 99
Sewer Commission	<u>5 719 00</u>	<u>5 619 03</u>	<u>99 97</u>
	1 288 595 00	1 273 758 77	14 836 23
<u>Contingency</u>	<u>3 250 00</u>	<u>3 250 00</u>	<u>-</u>
<u>Capital Improvements</u>	<u>235 965 00</u>	<u>225 823 27</u>	<u>10 141 73</u>
<u>Bonds and Interest</u>	<u>1 559 967 00</u>	<u>1 559 965 75</u>	<u>1 25</u>
<u>Total General Government</u>	<u>5 975 221 00</u>	<u>5 916 287 81</u>	<u>58 933 19</u>
<u>Total Board of Education</u>	<u>8 412 998 00</u>	<u>8 411 471 06</u>	<u>1 526 94</u>
<u>Grand Totals</u>	<u>\$ 14 388 219 00</u>	<u>\$ 14 327 758 87</u>	<u>\$ 60 460 13</u>

**TOWN OF GLASTONBURY
GENERAL LONG-TERM DEBT AND SEWER SINKING FUND DEBT
ANALYSIS OF CHANGES IN BONDS AND NOTES
FOR THE YEAR ENDED JUNE 30, 1977**

Date of Issue	Interest Rate	Description	Original Issue	Outstanding July 1, 1976	New Issues or Refinanced During Year	Redeemed or Refinanced During Year	Outstanding June 30, 1977
General Purposes							
September 1, 1959	3.7%	Town Office Building	354 000	34 000	-	20 000	14 000
June 1, 1970	5.9%	Uniform Fiscal Year	1 280 000	400 000	-	100 000	300 000
April 1, 1971	3.9%	Road Construction	875 000	375 000	-	75 000	300 000
April 1, 1971	3.9%	Firehouse Co. #1	405 000	200 000	-	40 000	160 000
Urban Renewal							
June 1, 1976	6.0%	Redevelopment	2 914 000	1 009 000	-	235 000	774 000
Schools							
October 1, 1960	3.5%	Buttonball School	260 000	50 000	-	10 000	40 000
October 1, 1960	3.5%	Academy Junior High	900 000	225 000	-	45 000	180 000
April 15, 1962	3.0%	Hopewell School	925 000	270 000	-	45 000	225 000
February 1, 1964	3.2%	Eastbury Addition	635 000	215 000	-	35 000	180 000
April 1, 1967	3.6%	Welles Junior High	2 675 000	1 460 000	-	135 000	1 325 000
June 1, 1972	3.85%	Athletic Facilities	3 305 000	25 000	-	25 000	3 160 000
June 1, 1972	5.0%	High School Addition	4 235 000	3 375 000	-	215 000	3 160 000
June 1, 1976	6.0%	Academy Elementary	695 000	695 000	-	50 000	645 000
Sewers							
March 1, 1970	5.9%	Salmon and Hubbard Brook	1 128 000	320 000	-	80 000	240 000
March 1, 1975	5.7%	Secondary Treatment Plant	740 000	690 000	-	50 000	640 000
June 1, 1976	6.0%	Salmon Brook Extension	460 000	460 000	-	35 000	425 000
Various	Various	South Glastonbury Sewers	5 650 000	3 740 000	55 000	60 000	3 735 000
Total General Long-Term Debt							
			10 630 000	6 315 000	-	560 000	5 755 000
			21 947 000	12 959 000	55 000	1 050 000	11 964 000
Sewer Sinking Fund							
June 15, 1977	Various	Salmon Brook Area Assessment Notes Series A	595 000	450 000	-	60 000	390 000
October 29, 1976	Various		1 262 000	495 000	-	135 000	360 000
Total Sewer Sinking Fund							
			1 857 000	945 000	-	195 000	750 000
Grand Total - All Debt							
			\$ 23 804 000	\$ 13 904 800	\$ 55 000	\$ 1 245 000	\$ 12 714 000

**TOWN OF GLASTONBURY
STATEMENT OF DEBT LIMITATIONS
FOR THE YEAR ENDED JUNE 30, 1977**

Total Tax Collections (Including Interest and Lien Fees) Received by Treasurer for Current Fiscal Year	\$ 10 554 594 10
Reimbursement for Revenue Loss On:	
Tax Relief for the Elderly	70 282 25
Manufacturers' Inventories	48 933 78
Wholesale and Retail Business Inventories	24 426 78
Disability Exemption	954 50
Circuit Breaker	29 578 64
Base	\$10 728 770 05

	General Purposes	Schools	Sewers	Urban Renewal
Debt Limitation:				
2-1/4 Times Base	24 139 732 61	-	-	-
4-1/2 Times Base	-	48 279 465 23	-	-
3-3/4 Times Base	-	-	40 232 887 69	-
3-1/4 Times Base	-	-	-	34 868 502 66
Total Debt Limitation	24 139 732 61	48 279 465 23	40 232 887 69	34 868 502 66
Indebtedness:				
Bonds Payable	774 000 00	5 755 000 00	1 305 000 00	395 000 00
Notes Payable	-	-	3 735 000 00	-
Bonds and Notes Authorized but Unissued	-	-	295 000 00	-
Less: Uniform Fiscal Year	774 000 00	5 755 000 00	5 335 000 00	395 000 00
	300 000 00	-	-	-
Total Indebtedness	474 000 00	5 755 000 00	5 335 000 00	395 000 00
Debt Limitation In Excess of Out-Standing and Authorized Debt	\$23 665 732 61	\$42 524 465 23	\$34 897 887 69	\$34 473 502 66
Overall Limitation:				
7 Times Base		\$ 75 101 390 35		
Indebtedness Subject to Limitation		11 959 000 00		
Debt Limitation in Excess of Outstanding and Authorized Debt		\$63 142 390 35		

1977 EVENT

July 1 — Beginning of fiscal year
 July 1 — First tax payment due
 September 1 — Sewer connection charges due
 November 1 — Sewer use charges due
 December 31 — Last day to file veterans discharges

Municipal Holidays

Independence Day
 Labor Day
 Columbus Day
 Election Day
 Veterans' Day
 Thanksgiving Day
 Christmas Day
 New Year's Day
 Lincoln's Birthday
 Washington's
 Birthday
 Good Friday
 Memorial Day

1978

January 1 — Second tax payment due
 January 30 — Deadline to apply for P.A. 490 exemption
 February 1 — Deadline for filing personal property
 April 1 — Sewer assessment bills due on Salmon-Hubbard
 Brook Project
 April 15-May 15 — Board of Tax Review, as scheduled
 May 1 — Sewer assessment bills due on Installation #3 & 4
 May 15 — Deadline to apply for elderly exemption
 June — Dogs licensed for coming year starting July 1
 Not later than June 5 — Annual Town Meeting on budget
 June 30 — End of fiscal year

COUNCIL-COMMISSION MEETINGS

TOWN COUNCIL — Second and fourth Tuesday, each month
 TOWN PLAN & ZONING COMMISSION — First and third Tuesday, each month
 BOARD OF FINANCE — First Tuesday, each month
 BOARD OF EDUCATION — Third Monday, each month except if it falls on a
 holiday in the school calendar—in that case meeting held fourth Monday of month.
 Meetings of other Boards and Commissions, special meetings, dates of hearings
 and voter-making sessions are announced in newspapers in advance and held in
 Town Office Building.

All meetings are public — you are invited to attend.

REMINDER**LIBRARY HOURS:**

Welles-Turner: Monday-Friday 9 a.m.-9 p.m.; Saturday 9 a.m.-5 p.m.
 (Closed Saturdays during July and August)
 South Glastonbury: Monday & Thursday 1:30-4:00 p.m. and 7:30 p.m.;
 Wednesday 1:30-4:00 p.m., 7:30-9:00 p.m.; Sunday 2:00-4:00 p.m.
 Story Hour: Thursday 10:00-11:00 a.m.
 Summer Hours: Monday, Wednesday & Thursday 7:00-9:00 p.m.; Sunday 2:00-
 4:00 p.m.
 East Glastonbury: Monday & Thursday 1:00-4:00 and 7:00-9:00 p.m.;
 Tuesday 10:00 a.m.-3:00 p.m.
 Summer Hours: Monday & Thursday 2:00-4:00 p.m. and 7:00-9:00 p.m.
 Tuesday 9:00 a.m.-3:00 p.m.

TOWN OFFICE BUILDING HOURS — Monday through Friday 8:30 a.m.-4:30 p.m.
 BOARD OF EDUCATION OFFICE HOURS — Monday through Friday 8:00 a.m.-
 5:00 p.m.

REFUSE DISPOSAL AREA — New London Turnpike, 8:30 a.m. 4:00 p.m. Closed
 Sundays and Holidays.

ASSESSMENT DATE — January 1st. Motor Vehicles - October 1st.

PERSONAL PROPERTY TAX LIST — 10% added to total if list not declared by
 February 1st.

SEWER CONNECTION CHARGES — Due September 1st. Interest on delinquent
 installments accumulates at rate of 1% per month starting one month after due
 date of installment, effective from due date.

SEWER USE CHARGES — Due November 1, with 30 days to pay without interest.

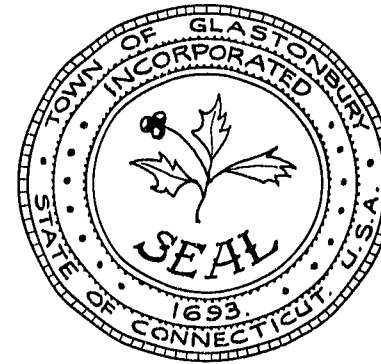
TOWN TAX BILLS — If payment is not made within one month from due date, the
 installment will become delinquent and subject to interest at the rate of 1% per
 month with a minimum interest charge of \$2.00 from the due date of the
 installment.

VOTER REGISTRATION — Town Office Building, 7:00-9:00 p.m., fourth Tuesday
 of month; or Town Clerk's Office Monday-Friday, 8:30 a.m.-4:30 p.m.

INFO LINE

Free, confidential 24-hour telephone service providing skilled assistance in
 identifying problems and seeking help for them through the wide variety of
 local, state, and federal organizations, funded by your local United Way and the
 Department of Social Services.

Telephone: 521-7150



TELEPHONE DIRECTORY

FIRE AND POLICE EMERGENCY . . . 911

For those residents not having a 633 telephone prefix the numbers are
FIRE EMERGENCY 633-9421 **POLICE EMERGENCY 633-9411**

Be sure to give clearly your name and address as well as the nature of your emergency. Do not hang up until you are sure that your message has been understood.

WE NEED YOUR HELP. PLEASE DO NOT CALL THE FIRE OR POLICE PHONE NUMBERS DURING A FIRE EMERGENCY UNLESS ABSOLUTELY NECESSARY.

The dispatcher must be free to route fire trucks and fire department personnel to a fire. If the phone lines are monopolized by people asking routine questions or questions about the location of the fire, the dispatcher may be unable to reach the fire trucks and firemen. This could result in serious delay in getting to a fire, with possible property damage and even loss of life.

CALL THE:	FOR ANSWERS ON:	PHONE:
Assessor	Property Assessments	633-5231
Building Inspector	Building Permits, Zoning, Board of Appeals	633-5231
Comptroller	Bills & Accounts, Purchasing	633-5231
Director of Health	Public Health Matters — Applications for Burning	633-5231
Dog Warden	Dog Problems, Dead Animals	633-8301
Glastonbury Housing Authority	Public Housing/Housing for Elderly	633-3549
Highway Superintendent	Street/Road Maintenance, Snow Removal, Landfill	633-5231
Parks Superintendent	Parks/Public Grounds/Tree Problems	633-5231
Police Department	Police (Routine)	633-8301
Recreation Director	Recreation	633-5231
Recreation Answering Service ..	Scheduled Events	633-5550
Redevelopment Agency	Urban Redevelopment	633-2035
Registrar	Voting etc*	633-5231
Social Services Director	Welfare & Relief	633-5231
Still Hill Boarding Home	Home for Aged Men	633-7328
Superintendent Sanitation Dept.	Sanitary Sewers, Treatment Plant	633-5231
Superintendent of Schools	Schools and Education	633-5231
Tax Collector	Taxes — Fees	633-5231
Town Clerk	Birth & Death Certificates, Property Deeds, Fishing/Hunting/Dog Licenses, Elections, Voting Registration, Majority Cards	633-5231
Town Engineer	Engineering, Drainage, etc.	633-5231
Town Manager	Administration	633-5231
Town Planner	Town Plan & Zoning Commission, Municipal Planning	633-5231
Visiting Nurse Association	Public Nursing, Clinics	633-2011
Welles-Turner Library	Libraries	633-1300
Youth Services Bureau	Family Counseling, Youth Activities	633-1176

*If no answer, call Town Clerk