

# ANNUAL TOWN REPORT

1960 - 1961

Glastonbury, Connecticut

## COVER ILLUSTRATION

The South Glastonbury-Rocky Hill ferry goes back to the earliest days of the Town. There is some evidence that a ferry was in operation in the middle 17th century. Probably the ferry at that time was a Wethersfield Town affair or a more or less private operation.

Under laws passed by the General Assembly, the South Glastonbury-Rocky Hill ferry was granted to Jonathan Smith in May 1724. The ferry privilege continued in the Smith family for some years and in the related Grimes family until about 1792. Elizur Goodrich succeeded to the ferry privileges at that time. The history of the ferry is punctuated by strife and dissension as long as it was operated by individuals holding ferry privileges.

Old-timers recall many details of the operation of the ferry during the 19th century. At one time a horse on a treadmill was the motive power. In 1876 there was a steam-powered ferry, which survived in one form or another until about 1920 when a forebear of the present scow and power boat was obtained.

The ferry was important to the transportation of the area, and only under the most adverse conditions were operations ceased. When flood levels reached the 20 foot elevation, the ferry landed at the old coal dock in South Glastonbury. At higher levels, the ferry skidded across the flooded meadows and landed near Tryon Street where the old dock road came out, across from Mr. Herbert Clark's house. At about the 30 foot level, or above, the ferry traversed the flooded Roaring Brook channel and landed where High and Tryon Streets meet, near the present bridge.

The ferry is one of two remaining on the Connecticut River. It has been in operation at the same location for many generations. In many respects it is a tradition, and, in a town like Glastonbury that respects traditions, people are certain that there is no other ferry quite like the South Glastonbury-Rocky Hill ferry.

## ACKNOWLEDGEMENTS

The assistance of department and agency heads in preparing this report is gratefully acknowledged. Special thanks are due Police Officer Thomas Foley for the many fine photographs he took, Mr. Herbert T. Clark for historical background he provided on many points, and to Miss Virginia Knox, author of *Glastonbury Ferries*.

Edited by DONALD C. PEACH

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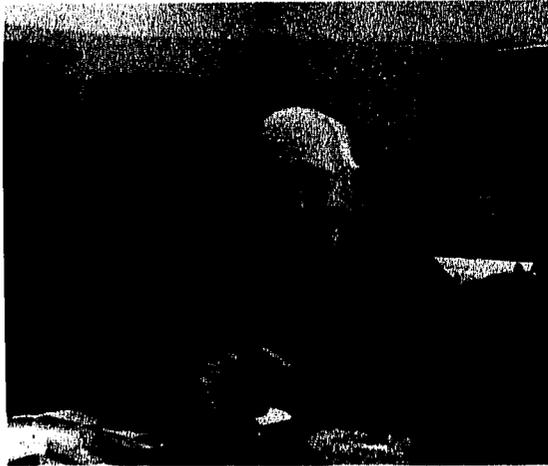
## GLASTONBURY, CONNECTICUT

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## Dedication

HERBERT T. CLARK



Nearly every town has its senior citizens who are respected and admired. But few towns have a senior citizen of the caliber of Mr. Herbert Clark. His record of service to the Town and its citizens is long and extraordinary. Since the eighteen nineties he has held a succession of Town offices, among them, Fire Chief, Registrar of Voters, member of Board of Assessors, and member of various study commissions and advisory boards. Today, he is still serving the Town as Chairman of the Board of Selectmen.

It is perhaps as unofficial Town Historian and guardian of old Glastonbury that Mr. Clark is best known. His grasp of the history of the Town is so complete that he can trace the evolution of nearly every piece of property from earliest times to the present day. He carries in his head a map of all the old town roads, and he knows the location of most of the old metes and bounds. He is an expert at finding "talking stones" which were placed to support lazy rail fences along boundaries years and years ago. Such stones move or talk when a person walks on them, and so old boundaries are located.

Mr. Clark is often called on by the Town, by surveyors and engineers, and by property owners to locate lost boundaries. Last year, when the Town was attempting to locate a boundary between the Grange Pool property and land to the west, Mr. Clark was asked to help. He remembered that a hole had been drilled in a boulder there some hundred years ago to mark the boundary. A long search failed to turn it up; for once Mr. Clark's phenomenal memory seemed to have failed him. However, a little later it was discovered that the boulder had been pushed aside and turned on the side when bulldozers were working on the site. The hole was in the boulder just as it had been drilled generations ago.

Several years ago the Town Engineer was preparing a survey of the Town Farm property in South Glastonbury near the intersection of Foote Road and Main Street. Old records referred to road monuments at the intersection of Main Street and Foote Road. The Town Farm property was tied in with these monuments. Mr. Clark was able to locate the old monuments or stones, 49½ feet apart, as they defined the Foote Road right of way. There is evidence that these monuments were originally placed at or before Revolutionary War times.

There are unnumberable other instances when the services of Mr. Clark have been of unique value to the Town—the rediscovery of the Indian medicinal

wells at the J. B. Williams reservoir property for Mrs. Legh, the official representative from Glastonbury, England; the redefining of boundaries between Glastonbury and Marlborough, dating from the earliest history of the Town; the locating of old sewer pipes crisscrossing School Street and abutting properties when a blockage occurred because of recent sewer construction.

In order to preserve indefinitely some of the unique knowledge possessed by Mr. Clark, the Town Engineer has begun a series of tape-recording sessions. At these sessions Mr. Clark's answers to questions on old town roads, their widths, the location of monuments and boundaries, are recorded. Such information is priceless when the Town comes to monument, rebuild, or widen old Town roads. Many of these roads were never mapped but were merely laid out in reference to stone walls, holes drilled in boulders, large trees, or other physical or topographical features.

It is not unusual that Mr. Clark should have such a grasp of the history and legend of the community. His forebears go back to the very earliest days of Glastonbury. Both he and his wife are related to the pioneer Hales. One of his ancestors patented knitting needles in this country and founded one of the major textile plants in Glastonbury, making the well-known Glastonbury Underwear, a product that any old timer remembers as being absolutely necessary for early Connecticut winters.

There might never have been a Glastonbury if it had not been for one of Mr. Clark's ancestors in 1693. Prior to 1693, what is now Glastonbury was a part of Wethersfield. As people moved east of the Connecticut, a tendency toward independence from Wethersfield developed. By 1689, about thirty families lived east of the Great River, and at a town meeting December 26, 1689 in Wethersfield, these people sought and obtained township status, subject to two conditions: consent of the General Court, and settlement of a minister among them. The General Court gave permission May 8, 1690, but it took another three years to obtain and settle a minister. This minister was Reverend Timothy Stevens, from whom Mr. Clark is descended. The day in 1693 that Reverend Stevens moved into the new house that the community built for him, Glassenbury, as it was then called, became a Town.

In recognition of not only Mr. Clark's service to the Town but also his many fine personal qualities, numerous testimonials and functions have been held in his honor. He was the Glastonbury Man of the Year in 1959 and the recipient of a gold watch presented to him as a token of esteem at a party given in his honor by his political party.

Although Mr. Clark considers himself a staunch Republican, his friends on the opposite side of the fence are legion. Anent the presentation of the gold watch by his party, there is an interesting aside—the day following, a prominent member of the opposite political faith met Mr. Clark and was shown the watch whereupon he remarked, "Bert, you should have let us give you the party.

We would have given you a Cadillac!" This incident shows how this man is universally admired and revered.

Mr. Clark has a grand family of wife, with whom he recently celebrated a sixtieth wedding anniversary, two daughters, a son and five grandchildren, all living and celebrating multiple birthdays and anniversaries on great calendar occasions.

Mr. Clark is now and always will be ready to help his Town or his fellow men in an always kindly, always considerate way, ever a sincere friend, neighbor, and associate—the most public spirited senior citizen of the Town.

To this real person, Herbert T. Clark, this 1960-61 Annual Report of the Town of Glastonbury is dedicated.

town of **Glastonbury** Connecticut



TOWN COUNCIL

To Our Fellow Citizens,

This past year, the second under Council-Manager government, has been one of accomplishment and progress, bringing to Council members an increasing knowledge of the Town's needs together with plans and methods for meeting them.

As the legislative body of the Town, the Council adopted several new ordinances and amended others after full discussion, frequently with participation by interested citizens. Legislative decisions should never be hastily made but should be reached only after complete consideration both by the Council and by all others who are interested. We of the Council hope and believe that all who wished to do so have had full opportunity to express their opinions on all subjects considered.

During the year several developers' roads were accepted as Town Roads, indicating Glastonbury's continued growth. The Sewage Disposal Plant was placed in operation, and preliminary arrangements were made to sell the Town Records Building (completed by action of the voters at the October election). Among the ordinances approved was one concerning sidewalks which enabled the Manager and the Council to begin work on a long-range installation program, principally as a safety factor, in the vicinity of various Town schools.

As Chairman of the Council, I have had the much appreciated opportunity to take part in various ceremonial events, all of which help to indicate the progressiveness of the people of Glastonbury. Again, I would like to express the congratulations and best wishes of the Council to all who have made these possible.

From the Council's viewpoint, a very gratifying part of this past year's work has been the number of people attending our meetings and the interest they have shown. This is always helpful and the best assurance that the action taken will be most beneficial for the entire Town. It is hoped that this trend will continue in ever increasing numbers and that more people will take part in our discussions.

Respectfully submitted,

The Glastonbury Town Council  
*Richard G. Williams*  
Richard G. Williams, Chairman

town of **Glastonbury** Connecticut



TOWN MANAGER

Honorable Town Council and Citizens of Glastonbury:

This is the second annual report it has been my privilege to prepare as your Town Manager. This second full year of municipal operation under the Council-Manager form of government has seen changes take place in Glastonbury - the construction of the sanitary sewer system, expanded public works projects, continued residential and commercial development.

Most of the changes taking place in Glastonbury result from population growth. Projections into the future indicate that this population growth will continue, if not accelerate. The elective officials, Town administration, and citizens of Glastonbury can expect this continued growth to create problems that must be met and solved.

Perusal of this annual report and the significant events of the year show more clearly than anything else the interest that devoted citizens take in Town affairs. Glastonbury is perhaps unique in the number and caliber of persons who serve without pay in elective office and on advisory and administrative agencies.

With unselfish service of this kind, and with a large body of citizens who are willing to take the time and trouble to study and learn about local problems, Glastonbury can expect a continued intelligent approach to the solution of the many problems that population growth brings.

Sincerely yours,

*Donald C. Peach*  
Donald C. Peach, Town Manager



Town Council (left to right) Russell R. Naughton, Robert D. Bowden, George T. LaBonne, Jr., Chairman Richard G. Williams, Robert Merritt, George D. Royster, J. Keith Gustafson, Paul Silvergleid, Recording Secretary Doris P. Pratt.  
Absent—Vice-Chairman Harley J. Brook.

## Highlights of Town Council Action

The Town Council is a nine man body elected by the people every two years. Under the Town Charter the Town Council is the legislative body of the Town, and it has final authority concerning the budget. It appoints the Town Manager and supervises his activities. It has authority over the various boards and commissions it appoints. Serving without pay, the Council devotes long hours in the best interests of the Town. In 1960-61 the Council held thirteen public hearings and met twenty-one times in regular and special sessions. The highlights of Council action are listed on these pages.

**SANITARY SEWERS**—Adopted an Ordinance regulating the construction of, use of, discharge of substance into, and connections to the recently installed public sewers, and an Ordinance authorizing the construction of sewers by and at the expense of developers.

**TOWN ROADS**—Accepted as Town Roads sections of Carriage Drive, Cider Mill Road, Applewood Lane, Olde Stage Road, and Farmcliff Drive.

**UNUSED TOWN BUILDINGS**—Recommended to a referendum the sale of the Old Police Station in the Center to DeGemmis Bros. for \$12,000 and continued negotiations for the sale of the Buckingham School and Old Town Office Building.

**EMPLOYEE BENEFITS**—Established a group life insurance program for general town employees and authorized the inclusion of employees, not already members, in the Connecticut Municipal Employees Retirement System.

**1960-61 BUDGET**—Adopted, after a thorough review of General Town and Board of Education requests, a budget for the 1960-61 fiscal year of \$2,625,-879.54 based upon a basic mill rate of 37.5 and rates of one-half, one, and two mills in the three fire zones.

**GREAT POND AREA**—Approved an agreement with the Glastonbury Realty Corporation and the Edward Balf Company by which a road leading to Great Pond and a portion of the land around Great Pond will be deeded to the Town upon completion of fill removal operations or within six years, whichever is sooner.

**SIDEWALKS**—Adopted an Ordinance regulating the maintenance and repair of and removal of snow and ice from sidewalks and outlining a procedure by which the Council may order installations of sidewalks, not more than 75% of the cost of which may be assessed against abutting property owners.

**SALARY STUDY**—Accepted the report of the Salary Study Committee establishing position classifications and pay ranges for general town employees.

**TOWN INSURANCE**—Adopted a retrospective rating plan which permits refunds of portions of certain premiums if experience is satisfactory and accepted a proposal for a new fire insurance rating on municipal properties which will reduce costs about 20% without affecting adequacy of coverage.

**CHARTER REVISION**—Accepted certain technical revisions to the Town Charter as recommended by the Charter Revision Commission and resolved to refer these revisions to the voters for their action.

**BUTTONBALL SCHOOL SITE**—Recommended to a referendum a transfer of 21.1 acres of land in back of the school to Tyrol and Wethey Company in exchange for 8.4 acres on Buttonball Lane north of the school plus cash.

**SWIMMING POOLS**—Adopted an amendment to the building code requiring new private swimming pools containing water twelve inches or more in depth to be fenced or otherwise adequately protected.

**HOPEWELL ROAD SCHOOL**—Appropriated \$50,500 from the Reserve Fund for the purchase of 25 acres of land, the making of surveys, the drawing of plans and specifications, and other work in connection with a new 22 room elementary school on Hopewell Road near Bucks Corners.

**UNIFORM FISCAL YEAR**—Reviewed the question of including Glastonbury within the uniform fiscal year and agreed that the proposal had merit and should be undertaken in the future.

**EASTBURY SCHOOL SITE**—Appropriated \$7,000 from the Reserve Fund for the purchase of seven acres of land adjacent to the Eastbury School site.

## Elective Town Officials

<b>TOWN COUNCIL</b>	<b>ZONING BOARD OF APPEALS</b>	<b>BOARD OF TAX REVIEW</b>
ROBERT D. BOWDEN '63	* RICHARD W. ALLEN '63	HUGH S. CRIM '63
** HARLEY J. BROOK '63	** HENRY JACKSON '63	RICHARD KATZ '63
J. KEITH GUSTAFSON '63	PHILIP LOCKE '65	* MERRITT B. PRATT '63
GEORGE T. LABONNE, JR. '63	JAMES McINTOSH '65	<b>REGISTRARS OF VOTERS</b>
ROBERT MERRITT '63	HOWARD SPRENKLE '65	JEAN T. THORNTON
RUSSELL NAUGHTON '63	Alternates	ELIZABETH D. WILCOX '63
GEORGE D. ROYSTER '63	DONALD CYR '63	<b>JUSTICES OF THE PEACE</b>
PAUL SILVERGLEID '63	WILLIAM R. JOHNSON '63	MARIO I. ACCORNERO '63
* RICHARD G. WILLIAMS '63	JUSTUS A. LITTEL '63	PHILIP J. BARIBAUT, JR. '63
<b>BOARD OF FINANCE</b>	<b>FIRE COMMISSION</b>	FRANCIS B. BARNETT, JR. '63
HENRY S. BEERS '63	* GERALD D. CUSSON '65	DWIGHT A. BLISH '63
WILLIAM B. GLOTZER '65	ROBERT J. LEWIS '67	CATHERINE J. CARINI '63
* JOHN Q. GOODRICH '67	LYMAN F. MATSON '63	SEBASTIAN CATANA '63
EARL H. HODGE '63	ROBERT G. PARKS '63	JAMES W. CONNERS '63
THOMAS M. MURPHY '67	BERNARD SWEETLAND '67	WILLIAM K. HUDSON '63
GEORGE W. TREPP, JR. '65	DWIGHT E. WEIR '65	MARY R. LAMPHIRE '63
<b>BOARD OF EDUCATION</b>	<b>SELECTMEN</b>	THOMAS D. LEAHY '63
JAMES F. BREEN '65	JOHN A. CARINI '63	EDWARD W. LINGNER
ALICE G. DAVIS '67	HERBERT T. CLARK '63	RICHARD B. MOORE '63
* JOHN M. FINNEY '65	JOHN LUCHS, JR. '63	THOMAS M. MURPHY '63
ELEANOR GEISER '67	<b>TOWN REPRESENTATIVES</b>	OTTO W. PFAU '63
WILLIAM L. MCGAW, JR. '63	1961-63	BUTLER L. RIPLEY '63
WILLIAM K. PAYNTER	WILLIAM F. CONNERY	MARGARET NELSON STONE '63
(resigned)	HOMER G. SCOVILLE	ROBERT D. VIENS '63
V. E. POEPPELMEIER '63	* Vice-Chairman	CARL W. SKOLD '63
* Chairman		JAMES H. WEHRLY '63

## Agencies Appointed By The Town Council

The services that a municipality provides touch all its citizens. In return there are interested and able citizens who take an active and constructive part in Town affairs. It is these citizens which are the backbone of the democratic process. Without thought of financial return, and very often with little appreciation, these citizens give of their time to the study of the complex problems facing the Town, to the supervision of specific functions of government, and to the advising of the Town Council and administrative departments in certain areas of municipal activity.

### BUILDING BOARD OF APPEALS

CALVIN CARINI '63  
ANGELO DAGLIO '65  
\*ROBERT P. LATHROP '65  
WILLIAM ROBOTTI '63  
PAUL WETHEY '63

### CAPITOL REGION PLANNING AGENCY

JOHN ALTMAYER, JR. '62  
HENRY CARINI '63

### DEVELOPMENT AND INDUSTRIAL COMMISSION

JAMES T. McCABE '62  
JOHN MONACO '63  
J. W. PURTILL '63  
FREDERICK RIGGS '65  
\*DELMAR O. THORNTON '63

### INCORPORATORS FREE ACADEMY

BYON H. GRISWOLD '67  
ROBERT HENDERSON '65  
ROBERT M. TAYLOR '63

### JURY COMMITTEE

J. DANIEL FERRARIS '67  
NORA HUGHES '65  
\*ADDIE M. TIGER '63

\*Chairman

### BUILDING BOARD OF APPEALS

Appeals may be made to this Board from decisions of the Building Inspector, or when it can be demonstrated that provisions of the Building Code do not apply or are being wrongly interpreted. Two appeals were taken to the Board this year; both appeals involved ceiling heights and stair steepness restrictions in the Building Code.

### CAPITOL REGION PLANNING AGENCY

This agency is made up of representatives from the municipalities in the Hartford region. Responsible for the coordinated planning and development of the region as a whole, the agency last year completed a study of mass transit facilities, resulting in legislation enabling towns to group together in transit districts, and a study of the feasibility of joint refuse disposal activities.

### DEVELOPMENT AND INDUSTRIAL COMMISSION

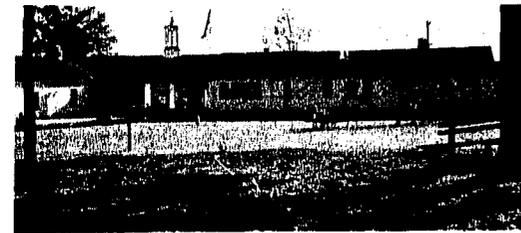
The objective of this Commission is the broadening of the tax base by encouraging the location of desirable business and industry in Glastonbury. Activities this year included contacts with prospective industries, review of proposals for rezoning of industrial areas, and assistance in the formation of the Glastonbury Industrial Development Foundation.

### INCORPORATORS FREE ACADEMY

The Glastonbury Academy, opened in 1870, was originally a private institution. In 1902, when the Academy was turned over to the Town, it was agreed that income from \$20,000 of its invested funds would be available to the Town for educational purposes. Its investments now total \$118,000, and it is the function of the Incorporators (including Life Incorporators not appointed by the Council) to administer this fund and use its income to purchase books for the High Schools.

### JURY COMMITTEE

Each year the Superior Court of the State of Connecticut notifies the Committee of necessary additions to be made to the list of jurors. Each spring the Committee meets to screen prospective jurors and determine eligibility.



Play Area In Use  
In Vicinity of Village  
Administration Building  
And Community Hall

### HOUSING AUTHORITY

#### HOUSING AUTHORITY

MICHAEL BISI '63  
MERVIN EDMONSTON '65  
\*ARTHUR GOETHNER '62  
CHARLES F. C. HUTT '64  
GRAHAM E. TYROL '65

The Authority has the responsibility of operating Welles Village, a public housing development of about 200 units. During the year \$25,542 was paid to the Town in lieu of taxes and \$40,046 to the federal government for interest and principal on the mortgage held by them. As yet the Authority's liability for the installation of new sanitary sewers has not been determined. Only when the total costs of the sewers are known will the Authority be able to tell whether rents will have to be adjusted.

### HERITAGE COMMITTEE

#### HERITAGE COMMITTEE

ROBERT ARNOLD  
CLIFTON AUSTIN, JR.  
RICHARD CONANT  
ALFRED DeGEMMIS, JR.  
ARLINE DILTS  
EDWIN HOLLAND  
BARBARA MERRITT  
\*J. BARD McNULTY  
ELIZABETH NEWTON

Serving as an advisory agency to both public and private groups, the Committee endeavors to see that the colonial heritage of the Town is not only preserved but also reflected in areas of new construction. During the year the Committee made Awards of Merit to the Four Seasons Shop, Country Corner Luncheonette, and the New Town Office Building for contributing to the good appearance of the Town. The Committee also studied historic areas in the community and cooperated with persons undertaking new projects, contributing ideas and assistance very often with effective results.

### INSURANCE ADVISORY COMMITTEE

#### INSURANCE ADVISORY COMMITTEE

\*ALVAR ANDERSON  
DONALD C. PEACH  
PHILIP S. MAY  
RUSSELL REDDIG  
JOHN VINCENTI

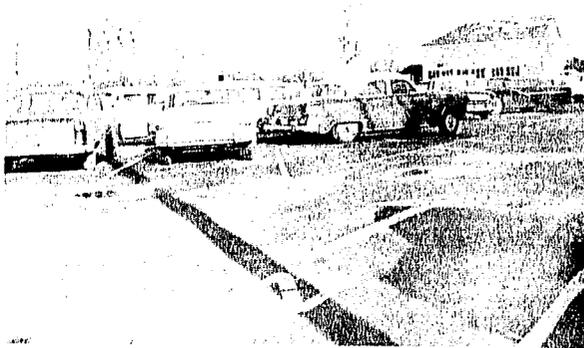
The Town has a capital investment rated at over \$7,000,000 in buildings and equipment. To protect this investment and to recommend adequate insurance in other areas is the responsibility of this Committee. During the year the Committee reviewed and recommended to the Town Council several insurance proposals: a group life insurance program for general town employees, a retrospective rating plan for all types of liability insurance, and a revised fire insurance plan.

#### PLAN AND ZONING COMMISSION

HENRY J. CARINI '65  
LOUIS LONGO '63  
DONALD R. MAHONEY '63  
ROBERT MORSE '63  
\*H. WILLIAM REED '65  
DALE VAN WINKLE '65

### PLAN AND ZONING COMMISSION

This Commission advises the Town Council on matters of zoning. It retains its powers as a planning body. In addition to its supervision of subdivision activity, the Commission is currently conducting a comprehensive review of zoning in Glastonbury and is meeting with various Town agencies on this subject.



Surfacing of  
Parking Lot in  
Center contributes  
to its use and  
appearance.

#### PARKING AUTHORITY

PHILIP BARIBAULT '63  
\*WILLIAM HUDSON '63  
HELEN PHINNEY  
BUTLER RIPLEY '65  
JOHN TUBIAK '65

#### PUBLIC BUILDING COMMITTEE

HOWARD S. BIDWELL '63  
JOHN A. CARINI '63  
\*JOHN GREGORY '63  
CARL LARSON, JR. '63  
ALBERT E. MOSELEY '62

#### RECREATION COMMISSION

ROBERT FLEMING '65  
BERNARD W. FUNK '63  
CECELIA GLICK '65  
PETER MONACO '63  
\*HARRY NICKEL '65  
MERRITT B. PRATT '63

#### REFUSE DISPOSAL STUDY COMMITTEE

\*ALVAR N. ANDERSON  
LEE T. LEVITOW  
JOHN LUCHS, JR.

\*Chairman

#### PARKING AUTHORITY

Parking in the Center continues to be a problem. The Authority was able to obtain a five year extension of the lease on the parking lot near the Post Office and was instrumental in getting the lot surfaced and marked for parking. The Authority is now negotiating for possible purchase of the parking lot with Tidewater Oil Company, the owners of the property.

#### PUBLIC BUILDING COMMITTEE

Two major projects are being supervised by the Committee—the Academy School conversion to a Junior High School, and the Hopewell Road Elementary School. It arranged for the purchase of additional land at the Eastbury School and the acquisition of a site for the Hopewell School.

#### RECREATION COMMISSION

Responsible for the development and maintenance of recreational programs, this Commission considerably expanded the number and variety of programs offered to townspeople. The employment of a Recreation Director has been of great assistance to the Commission.

#### REFUSE DISPOSAL STUDY COMMITTEE

The present Town Dump is an open face dump filled nearly to capacity and in the middle of an AA residential zone. The elimination of this dump and the evaluation of more suitable methods of refuse disposal, such as sanitary land fill or incineration, is one of the responsibilities of the group. The Committee will also study methods of refuse collection which could result in more effective service to the homeowner.

#### SAFETY COMMITTEE

JOHN DAVIS '65  
WILLIAM FABER '63  
FRANK GARAVELLI '65  
FLORENCE HENDERSON '63  
\*JIMMIE MARTIN '65  
V. E. POEPELMEIER '63  
(resigned)

#### SEWER COMMISSION

\*EDWIN B. BURDICK '65  
JOSEPH FALK '63  
ALDEN G. HASTINGS '65  
ROSS C. POWELL '62  
JOHN S. PURTILL '63  
GEORGE W. RIPLEY '63  
HENRY SAGLIO '63

#### VOTING DISTRICT STUDY COMMITTEE

EDWARD C. WYNNE  
JOHN GREGORY  
JEAN THORNTON  
ELIZABETH WILCOX  
EMILY PICKFORD  
JAMES McINTOSH

#### WELFARE ADVISORY COMMITTEE

\*MARIO ACCORNERO '63  
MAURICE CHEVALIER '67  
ANNETTE JUREV '65  
HENRY KINNE '67  
JANE NYSTROM '65  
NELSON SCULL '63

#### WELLES-TURNER LIBRARY BOARD

MARY DOHERTY '63  
ALICE GURNEY '65  
FRED L. HURD '67  
\*THOMAS RHINES '63  
MARGARET STONE '65  
MILTON WILDE '67

\*Chairman

#### SAFETY COMMITTEE

Organized in January 1960, the present Committee has devoted considerable attention to the correction of traffic hazards—speed limits, warning signs, crosswalks, school safety signs, proper sight lines. Other areas which are under constant review are school safety, particularly school bus hazards and hazards on school property; safety programs for town employees, and publicity on general safety practices.

#### SEWER COMMISSION

The new sanitary sewer system is essentially complete, including the sewage treatment plant and approximately seven miles of sewer mains. During the year the Sewer Commission supervised the work of contractors and engineers, worked with the Board of Finance on proposals for financing, studied and decided on assessment methods and procedures, and approved specifications for sewer construction, including a Drain Layers Manual. In addition, the Commission reviewed and recommended to the Town Council five ordinances on various phases of the sanitary sewer project.

#### VOTING DISTRICT STUDY COMMITTEE

At the present time, there is one voting place, at the High School, for all regular and special elections. Because of sentiment expressed by townspeople to provide more polling places, the Town Council appointed a committee consisting of the Chairman of the political parties, the registrars of voters, and one other member of each political party to investigate the desirability and feasibility of dividing the Town into two or more voting districts.

#### WELFARE ADVISORY COMMITTEE

This Committee oversees the administration of welfare operations and has a responsibility for advising the Council on the use of welfare funds. During the year the Committee surveyed a number of problem cases and reviewed budgetary expenditures for the department. The Committee expects to continue its evaluation of welfare expenditures with the objective of meeting need requirements as fairly and economically as possible.

#### WELLES-TURNER LIBRARY BOARD

Charged with the supervision of the Welles Turner Memorial Library in the center, the Board of Directors is particularly conscious of the need to meet increased demands for library services. Such services include rapidly expanding book circulation activities, story hours for youngsters, summer reading programs for younger school children, and use of the library as a reading center and reference source.

### LAST YEAR WE PLANNED TO . . .

- **Organize a central accounting and purchasing department.**  
This project was completed. A Town Accountant and Account Clerk were employed. All accounting work is done on a bookkeeping machine. Purchases, except for items of \$15.00 or less in value, are made according to bid procedures and price quotations.
- **Complete a new sewer system, including a treatment plant.**  
The system went into operation July 15, 1961, and over 380 property owners connected to the system. Final sewer contract details should be cleaned up by December 1, 1961.
- **Find solutions to the problems of refuse collection and disposal in the Town.**  
A Refuse Disposal Study Committee was appointed by the Town Council to study possible means of refuse collection and suitable disposal methods.
- **Complete arrangements for the Circuit Court to meet locally.**  
Facilities were provided in the new Town Office Building for the Circuit Court, which is presently meeting the first and third Friday of each month.
- **Sign an agreement for donation of a portion of the Great Pond area to the Town.**  
An agreement was ratified by which the Town will receive title to a portion of the land around Great Pond upon completion of fill removal operations in the area, or in six years, whichever is sooner.
- **Purchase a new fire engine for Company No. 1.**  
Costing \$17,275 and replacing a 34 year old engine, the fire engine was placed in operation in the fall of 1961 and will contribute a great deal to effective fire fighting in the Town.
- **Organize a Parks and Public Grounds operation in the Public Works Dept.**  
This operation was organized in April 1961. Two employees cared for all public grounds, including school grounds, recreation areas, and lawn and garden areas around public buildings.
- **Reconstruct sections of Hopewell and Manchester Roads.**  
An expanded maintenance program in 1960 permitted the Highway Department to reconstruct 2000 feet of Hopewell Road west of Buck's corners. The Manchester Road project was not carried out since this road is scheduled to be taken over by the state in 1962.
- **Review a salary plan for teachers which will be related to quality of performance.**  
The salary plan went into effect with full backing of the Board of Education and Glastonbury Education Association. Each teacher is evaluated by a team of teachers and administrators.
- **Develop materials for teaching foreign languages**  
Materials for the first level in five languages—French, Spanish, German, Italian and Russian are complete and are being distributed nationally by Harcourt, Brace and World.
- **Install an addressograph system for assessment and tax operations.**  
The installation was carried out. The 1961 Grand List will be placed on the addressograph and will speed up assessment and tax billing work.

### NEXT YEAR WE PLAN TO . . .

- **Start a formal tree planting program to be carried out by the Parks and Public Grounds Department.**  
Trees add considerably to the good appearance of a Town. Young trees will be planted in areas where road reconstruction takes place and in locations where large trees are removed.
- **Reconstruct a section of Wickham Road and two sections of Hopewell Road.**  
Most of this work will be done by the Highway Department, although one section of Hopewell Road is expected to be let out to contract.
- **Employ a firm of appraisers to review classification of residences for tax assessment purposes.**  
There is evidence that some inequities arose, mainly out of the 1956-57 revaluation. It is important that such inequities be corrected.
- **Purchase a bulldozer and replace an old grader and backhoe with new equipment in the Highway Department**  
The policy of mechanizing as many operations as possible and replacing worn out equipment with new, will permit a more efficient and effective highway program.
- **Expand our program for attracting desirable business and industry to the Town.**  
The Development and Industrial Commission is indexing all industrial properties and is carrying out a plan to meet personally with prospects.
- **Submit revisions in the zoning laws and subdivision regulations to provide for continued sensible growths of the Town.**  
A comprehensive review of zoning in the community by the Town Plan and Zoning Commission is well under way.
- **Build a new 22-room elementary school on Hopewell Road near Bucks Corners.**  
This school, costing about \$925,000, is expected to be ready for classes in September 1962.
- **Purchase a radar machine to be used to control speeding on Town roads.**  
The Safety Commission, Police Department, and many citizens are very concerned about an apparent lack of compliance with speed laws.
- **Employ an Assistant Building Inspector in the Building Department.**  
Increased subdivision activity plus the need for greater planning activity makes the filling of this position advisable.
- **Develop a sidewalk construction program to be submitted to the Town Council.**  
Such a program could result in reduced school bus transportation costs and in contributing to the safety of children now walking to school.
- **Build a language laboratory at the High School.**  
This facility will be of great value in teaching language skills.



Few will recognize the above view of Welles Corner or the "center" of Glastonbury, taken in 1896 before the era of hard surfaced highways. Note the former Town Records Building, later converted to Police Headquarters, and this fall sold by the Town.

#### DID YOU KNOW THAT—

About 1650, a road was built in Nayaug, what is now South Glastonbury, from the ferry east where it joined an old Indian trail following the present Ferry Lane and Tryon Street, then along Roaring Brook to Hopewell and Buck's Corners where it met the ancient path to Monheag or New London.

Today there are nearly 120 miles of Town roads, most of which are paved. Several miles of paved road are added to the highway system each year.

The population of the Town was 4,260 in 1900. By 1940, the population had increased only to 6,632. Even by 1950, population totaled only 8,818.

Today there are about 15,200 people in Glastonbury, nearly double the number in 1950.

In 1900, there were 17 school districts in Glastonbury, with such nostalgic names as Naubuc, Addison, South Center, Taylortown, Twine Hill, North Street, Hill and Goslee Street. There were 828 pupils in the school system that year.

Today there are eight modern public schools, including a senior high school and a new junior high school, with a new elementary school being built. There are 3,647 pupils attending the schools.

It cost \$299,735.45 to support general town and school operations in 1940. The schools took \$115,721.14, and the remainder was distributed between debt service and general town operations.

The 1961-62 budget totals \$2,979,511, distributed as follows: \$813,596 for general town operations, \$1,700,000 for school operations, \$447,915 for debt service and \$18,000 for a language laboratory.

In 1912 Glastonbury had 982 houses and the average assessment on a house and lot was \$1,600. The average homeowner paid a property tax of \$20.80.

Today there are 4,194 dwelling units in Glastonbury, of which 3,184 are single family homes. The average assessment on a house and lot is \$10,029, and the average home owner pays a property tax of \$391.13.

## Town Clerk

1960-61 APPROPRIATION \$13,575.60  
Monthly Cost Per Citizen 8c

### KEEPING OF RECORDS AND ELECTION DUTIES ARE FUNCTIONS

The Town Clerk's principal responsibilities are keeping the official records of the Town. The largest volume relates to land transactions. This includes deeds, mortgages, releases, liens, attachments, etc. All documents are paged, microfilmed, indexed and processed on a day to day basis. Notification of

#### VITAL STATISTICS

	1960	1959	1958
Births	304	331	337
Marriages	128	117	107
Deaths	140	107	115

all land transfers is forwarded to the Assessor's Office for tax purposes. Elections pose many duties for the Town Clerk's Office. Starting with primaries and ending with filing election results with the Secretary of State, election laws comprise 250 pages of the General Statutes of Connecticut.

### ACTIVITY IN TOWN CLERK'S OFFICE PICKS UP DURING SUMMER

After a dull winter and spring, real estate recordings became very active during the summer. Some 1085 documents were recorded, an increase of 45 over last year. A total of 158 Armed Service Discharges were also filed during the year. Game and dog licenses remained at approximately the level of past years at a combined total of about 2700. There probably will be less demand for game licenses in the future as hunting area grows smaller annually due to building expansion. Many dog complaints were received at this office and forwarded to the dog warden.

### NEW PROCEDURES AND EQUIPMENT ARE SCHEDULED

We have requested funds to start a map binding program. Maps are now filed in metal cabinets and indexed by title in looseleaf binders. If funds are approved we expect to book bind and index about 300 maps yearly. There are now about 3000 maps on file in this office. The new budget made funds available for an electric typewriter which will replace a 15 year old manual machine and will produce much clearer copies of official records.

## Elections

1960-61 APPROPRIATION \$7,140.00  
Monthly Cost per Citizen 4c

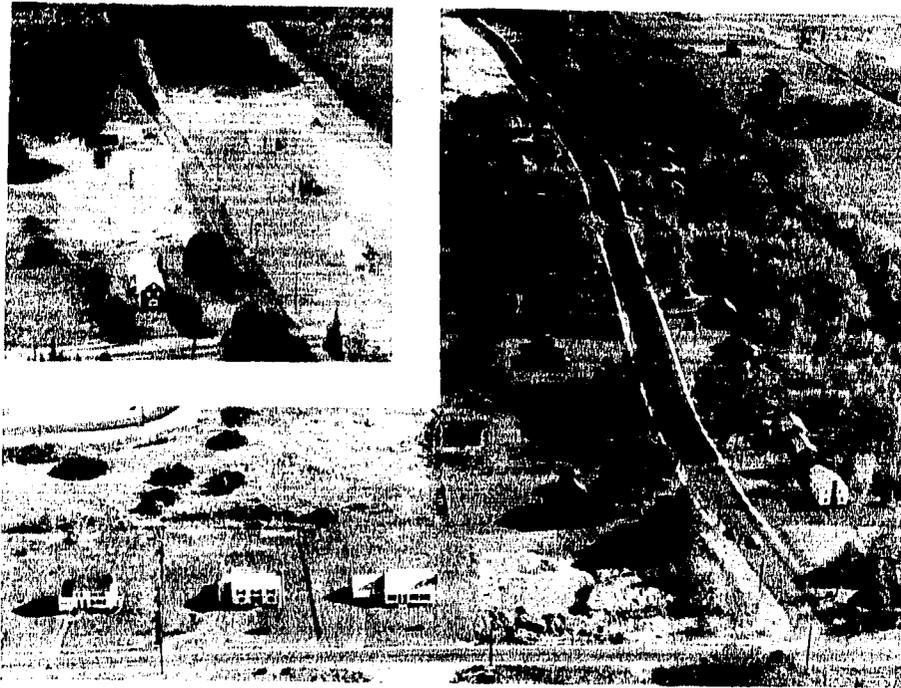
### STEPS IN ELECTION PROCESS A JOINT RESPONSIBILITY

The first step in the election process is the making of new voters, which is the responsibility of the Town Clerk and Board of Selectmen serving as a Board of Admissions. 342 new voters were examined and admitted to the voting list this year, the lowest number since 1953 when there were 247. The Registrars of Voters maintain records of voters by name, street, and political party. Once a year the Registrars conduct a canvass of the Town to keep the voting lists up to date. Presently there are 7715 voters on the lists, made up of 3108 Republicans, 2289 Democrats, and 2318 unaffiliated.

### STATE ELECTION AND ONE REFERENDUM HELD

For elections or referendums the Town Clerk prepares ballots and legal notices and reports voting results. The Registrars supervise physical arrangements at the High School polling place and employ election workers. During the year the State Election was held with 96.3% of those eligible voting. At this election a question of certain technical revisions to the Town Charter was voted upon, with 1905 persons favoring and 312 persons opposing. One Referendum was also held, on two questions, with the following results:

	Yes	No
March 28, 1961 Sale and Exchange of Land at Buttonball School Site	294	117
March 28, 1961 Participation of General Town Employees in Retirement Fund	366	49



Aerial views of recent subdivisions. Such development of open and wooded lands is controlled by the zoning and subdivision regulations.

<b>Town Plan and Zoning Commission</b>	1960-61 APPROPRIATION	\$2,770.00
	Monthly Cost per Citizen	2c

#### COMMISSION MEETS THIRTY TWO TIMES DURING YEAR

The Town Plan and Zoning Commission under the Town Charter is appointed by the Town Council and advises the Council on matters of zoning. It retains its powers as a planning body. In a rapidly developing town such as Glastonbury, the need for careful supervision of residential and commercial expansion is vital. In carrying out its responsibilities, the Commission met 16 times in regular sessions, 9 times in special sessions, and held seven public hearings.

#### SIX SUBDIVISIONS WITH 196 BUILDING LOTS APPROVED

Subdivision activity picked up during the year. The Commission approved six subdivisions with a total of 196 building lots and accepted three resubdivisions with a total of seven lots. Five developer's roads—sections of Carriage Drive, Old Stage Road, Cider Mill Road, Applewood Road, and Farm-cliff Drive—were recommended to the Town Council for acceptance as town highways. Two applications were approved for the construction of garden apartments, one a four unit building on Concord Street and the other a 104 unit complex on Hebron Avenue near the Center.

#### COMPREHENSIVE REVIEW OF ZONING IS UNDERWAY

The Commission began a comprehensive review of zoning in the community this year. This review called for joint meetings with the Development and Industrial Commission, the Recreation Commission, the Board of Education,

and the Heritage Committee in order to obtain recommendations from each of these agencies and an understanding of their future requirements. A series of joint meetings were held with the Town Council in order to keep the Council informed of progress. Consultants were employed to advise the Commission and develop studies of specific aspects of the zoning study.

#### OTHER PLANNING AND ZONING MATTERS GIVEN ATTENTION

Other planning and zoning matters required action by the Commission. Three applications for removal of fill were studied and approved. A hearing was held on the setting of rights of way on Hopewell Road from Main Street to Chestnut Hill Road. Such rights of way were subsequently approved. Three amendments to existing ordinances were recommended, one providing for less time consuming procedures for the licensing of plumbers, one calling for regulations governing the fencing of swimming pools, and one eliminating conflicts among regulations governing private sewage disposal systems and public sanitary sewer installations.

<b>Town Attorney</b>	1960-61 APPROPRIATION	\$5,000.00
	Monthly Cost per Citizen	3c

#### PREPARATION OF LEGAL OPINIONS AND DOCUMENTS IS DUTY

Most of the work of the Town Attorney is the preparation of opinions and legal documents such as notices, warnings, contracts, deeds, easements, ordinances, regulations, resolutions, forms, letters, real estate documents, and certificates. The Town Attorney is called upon to represent the Town in all court cases as well as appearing at hearings, conferences, and meetings of Town agencies when requested. There is no set salary for this official; his remuneration is based upon the expense and time actually involved in performing his duties.

#### BIGGEST ITEM WAS INJUNCTION CASE ON TRAILER QUESTION

During the year the biggest single item was the injunction case successfully prosecuted by the Town against certain trailer owners alleged to be in violation of zoning regulations, including brief and argument in the Supreme Court of Errors, consultation with Circuit Court officials, and Building Department officials, and various intermediate hearings in the Superior Court. The Town Attorney represented the Town in all other court cases, mostly in the field of zoning and planning.

#### VARIOUS TOWN AGENCIES USE SERVICES OF ATTORNEY

The Town Attorney performed work for various Town departments and agencies. For the Town Manager, agreements relating to road maintenance, improvement and construction were drawn. For the Welfare Department, welfare liens and releases and support agreements were prepared. The Town Attorney worked with bond counsel on the Hopewell Road and Academy schools. For the Town Council, fifteen opinions were rendered on official request, and notices of meetings, referendums, and hearings were drawn on request. Several sewer ordinances were reviewed for legality and clarity, and opinions were given on problems arising out of the construction of the sewer system.

#### ATTORNEY DEALS WITH MATTERS OF LAND ACQUISITIONS

In the matter of Town land and properties, the Town Attorney handled the acquisitions of land for the Academy Junior High School site expansion, for the Eastbury School property expansion, for the Hopewell Road School project, for the Buttonball School land exchange, for recreation purposes in the Great Pond area, and for relocating Lenti Terrace. In most instances, this work involved searching of titles, preparation of deeds, ordinances, purchase agreements, and other real estate documents.

## Financial Administration

1960-61 APPROPRIATION \$36,213.90  
Monthly Cost per Citizen 20c

### CENTRAL ACCOUNTING AND PURCHASING MARKS FIRST YEAR

This was the first year of operation for the central accounting and purchasing department. General town payrolls and accounts payable are prepared on an accounting machine. All general fund cash receipts and expenditures are recorded centrally, and bank statements are reconciled for all funds. The department maintains records of bond funds, the reserve fund, sewer funds, and developer agency accounts. The Board of Education continues to prepare its own payrolls and accounts payable.

### CENTRAL PURCHASING RESULTS IN LOWER COSTS

A purchasing procedure has been established that has a safety check feature for payment of bills to insure against overpayments and duplicate payments. Price quotations are sought for purchases over \$15.00, where feasible, and formal bid procedures are followed for purchases of large dollar value, so that the Town may obtain lower costs for services by taking advantage of competitive markets. The Town Accountant has consolidated department purchases and has also worked with the School Business Manager in combining for bid purposes such needs as office supplies, fuel oil, and tires. A few examples of the effectiveness of the centralized purchasing procedures appear below:

Item	Cost 1959-60	Cost 1960-61	Savings
Regular gas	\$ .1426 per gal.	\$ .1297 per gal.	\$ 775.00
Premium gas	.208 per gal.	.1547 per gal.	1029.00
Anti-freeze	1.82 per gal.	1.47 per gal.	70.00
Motor Oil	63.50 per drum	54.98 per drum	170.00
Land record binders	49.10 each	29.84 each	116.00
Printing and forms	4800.00 total	3600.00 total	1200.00

### MECHANIZATION OF TAX WORK KEEPS LABOR COSTS DOWN

An addressograph machine purchased last year will be used to prepare tax abstracts for the Assessor and rate books for the Tax Collector for the first time this coming year. Last year the accounting machine was used in computing tax bills and considerably reduced the time once taken for this work when it was done by hand. The addressograph and accounting machine are expected to be used also for sewer assessment billing this coming year. The Tax Collector and Assessor are constantly being faced with heavier work loads (9744 tax accounts this year as opposed to 9312 last year) and are conscious of the need to mechanize as many operations as possible to save labor costs.

## Board of Tax Review

1960-61 APPROPRIATION \$400.00  
Monthly Cost per Citizen 1c

A primary purpose of this Board is the investigation of questions arising from values placed on real or personal property for tax purposes. In its investigation the Board is in fact representing the taxpayer and in a sense protecting him. In addition to answering numerous requests for information from interested new Glastonbury residents, the Board took 64 actions during its five advertised sessions in February 1961:

6 new lists added,	\$3,860 value	26 lists reduced,	\$37,136 value
5 lists increased	4,700 value	21 exemptions allowed	22,730 value
Net reduction on Grand List \$51,306			

Included in these actions was consideration of 20 formal appeals for reduction in assessed value. Relief was granted in 13 cases and denied in seven.



View of the proposed Hopewell Road Elementary School. The new school, costing \$925,000, is planned to provide instructional facilities for 750 pupils. It is expected that the school will be opened September 1962.

## Public Building Committee

1960-61 APPROPRIATION \$300.00  
Monthly Cost per Citizen 1c

### COMMITTEE PURCHASES LAND AT SCHOOL SITES

The Public Building Committee held sixteen meetings during the year. Its responsibilities range from the location and acquisition of suitable sites through the review of design, plans, and specifications for public buildings. The Committee negotiated the purchase of additional land for the Eastbury School site and purchased a 25 acre site on Hopewell Road for the construction of an elementary school. The firm of Lyons and Mather was engaged as architects for the proposed school. The Committee awarded a contract for the construction of the school to Giordano Construction Company of Branford.

### OTHER SIGNIFICANT EVENTS OF THE YEAR LISTED

Other significant events in the Committee's year were the completion of major work on the conversion of the Academy School to the Academy Junior High School and the installation of air-conditioning equipment at the Board of Education Office. The Committee engaged an architect to plan an addition to the South Glastonbury Fire House. This project, now complete, was carried out by the firemen. A request was received from the Directors of the Welles-Turner Library for the construction of an addition.

### REQUEST FOR CONSTRUCTION OF LANGUAGE LAB RECEIVED

The Committee has received a request from the Board of Education for the construction of a language laboratory at the Glastonbury High School. This language laboratory is to be paid for from funds accruing to the Town of Glastonbury from a contract between the Glastonbury Public Schools and the U.S. Office of Education—a contract providing for the preparation of foreign language materials. Lyons and Mather were engaged as architects for this project.

## Police Department

1960-61 APPROPRIATION  
\$112,129.40

Monthly Cost per person 63c



Accidents of this nature need not happen. Much of police activity is devoted to the prevention of such accidents.

During this past year the Police Department received 3129 complaints, an average of approximately 9 a day. During the past month an average of 13 complaints a day have been received. What transpires over the average 24 hour period in the Police Department is not commonly known to the public. Therefore, to provide some acquaintance with police operations, the Department will take you on a typical tour of duty over a 24 hour period.

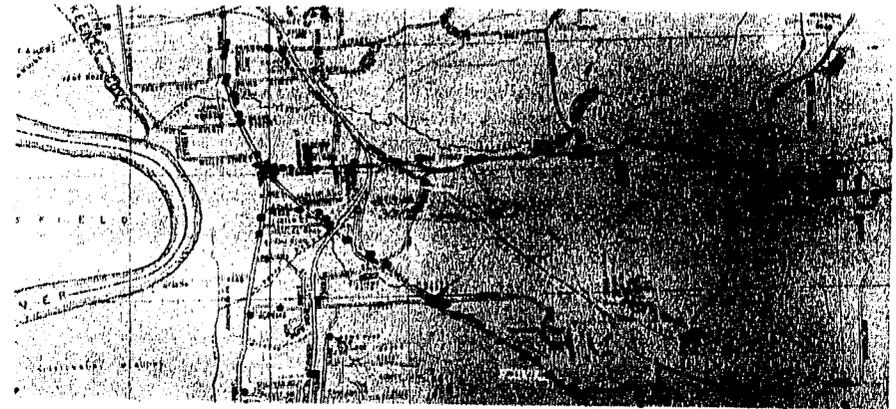
12:00 midnight to 8:00 A. M.

You arrive at Police Headquarters at 11:45 p.m. and review stolen car lists and police reports of previous 24 hour period. Then you leave Headquarters in your patrol car. You may be assigned to either patrol district 1 or 2, and you have eight hours of night patrol ahead of you. Each hour on the hour you will notify the police dispatcher of your location. Your partner on patrol in the other district radios in his location every hour on the half hour.

You have started checking doors of all business establishments to see that they are locked. The time 12:35 a.m. You observe a suspicious car at Main and Griswold. Upon checking the operator you learn that he has no license. He is arrested on a charge of failure to carry his license and summoned to the next court session.

While cruising you are advised by the dispatcher of a suspicious car on Belltown Road. The time 12:58 a.m. Arrive at the scene at 1:04 and observe a car with a fellow and his girl. Check them out and ask them to leave the area. Continuing your patrolling, you remain alert for suspicious persons, cars and fires.

Soon the dawn breaks and the Town starts to come alive with the movement of traffic. It was a quiet night. Check the gas and oil on the cruiser and note you



Section of accident spot map. Majority of accidents occur in the northwest quadrant of the Town. The map provides quick visual reference on accident frequency and location.

traveled 80 miles on your duty. At 6:30 a.m. go out of service to get something to eat. Within 20 minutes return to patrol. At 8:00 a.m. report to Headquarters and fill in your activity report. One eight-hour shift is over.

8:00 A. M. to 4:00 P. M.

You leave Headquarters at 8:00 a.m. in the cruiser. Detailed to escort a funeral at that time. After leaving the cemetery, start on patrol. At 10:20 a.m. you receive a signal 1028, a motor vehicle accident on New London Turnpike. Investigate the accident, issue a warning, and proceed on patrol. The time 11:29 a.m. Signal 1045, intoxicated person on Main Street. An elderly man confined to a convalescent home. You make arrangements for temporary care and notify his family so that they may handle the matter as they wish.

At 12:30 p.m., a signal 1026 or code for lunch. Within 30 minutes back on patrol. At 2:00 p.m. direct traffic at New London and Hubbard while the high school lets out. At 2:30 p.m. traffic duty at another busy intersection while school children on way home. Check your cruiser, refill it with gas. Return to Headquarters and make out report on accident investigated earlier in the day.

At 4:00 p.m. visit the Detective. You learn a conference is going on with the State Police. Nothing much is said. You go along. A house is raided and an occupant arrested on a charge of poolselling. Return to Headquarters where the details of this raid are reported in writing. Arrested individual is photographed, fingerprinted, and subsequently released on bail.

4:00 P. M. to 12:00 midnight

Out on patrol. A radio call advises of speeding cars on Ripley Road. You observe the area. Warnings are issued to several motorists. 6 p.m., time to eat. At 6:20 p.m. back on patrol. Observe a lawn mower left outside a store earlier. Notify the dispatcher who notifies the owner. He returns to the store to put the mower inside.

7:44 p.m. Radio message to settle a domestic problem. Talk to the parties and have them agree to a cooling off period for the night. At 8:04 p.m. dispatcher radios that information has come to him that children have tried to get into a business place. Investigation reveals no attempt was made to get into the place. The time 8:09 p.m. Assigned to investigate a suspicious man out east. Finally he is located in woods off the road in an intoxicated condition. He is brought to Headquarters where he is detained on a charge of intoxication and breach of peace.

At Headquarters reports of your activities up to that time are typed. Back on patrol you are notified at 10:39 P.M. to investigate a parked car in the north end. Check with the complainant and find the car was there all day long. Ownership determined through Motor Vehicle Department records. Neighbor informs you owner still at work. A short time later the owner moves his car. At 11:40 P.M. dispatched to talk with a complainant whose wife had received an obscene phone call. Complainant is advised what to do in such a situation. At 11:55 P.M. check gas and oil on the cruiser, report to Headquarters, and complete your reports.

The preceding was taken directly from records covering one day's activities in the Department. Not all police activities such as administration, training, special assignments and detective work can be presented in a brief report. For example, the duties of the radio dispatcher at Headquarters are varied. He handles all the record checks, answers all in-coming calls, dispatches the cars, types and files all record cards, gives information to the public, accepts all teletype messages, and records accidents on spot maps.

Traffic safety education has been stepped up this year. In cooperation with the Connecticut Motor Vehicle Department, spot inspections were held in Glastonbury June 6 and 7. During this inspection 415 cars were stopped of which only 130 passed inspection. Defective equipment warnings were issued to 285 drivers, and 13 arrests were made. Glastonbury was host for "Operation Safeguard," a mobile traffic safety exhibit well received by the citizens. During the year the Town received an award for its outstanding record of no pedestrian deaths the last five years.



Auxiliary police prepare to transfer injured person to ambulance.

<b>Auxiliary Police</b>	1960-61 APPROPRIATION	\$1,100.00
<b>Ambulance Service</b>	Monthly cost per Citizen	1c

The Auxiliary Police Ambulance Service has been able to maintain its high standard of service due to the generous contributions and continued support of the townspeople. During 1961 the ambulance responded to approximately 300 calls, of which two-thirds were emergency calls to the hospital and one-third transportation calls to various convalescent homes and hospitals in the area. The busiest month was August with 29 calls and the busiest day was August 8th with 6 calls. At present there are 16 active members, all of whom are trained in Advanced First Aid and are on duty from 6:00 P.M. to 6:00 A.M. seven days a week. Due to the increasing growth of the Town, the Service is desirous of adding additional men and welcomes new applicants.



Dog Warden Joseph Bisi urges all persons looking for pets or lost dogs to watch the ads or contact him personally in order to preserve such dogs as this from extinction.

## Dog Warden

### ACTIVITIES OF DOG WARDEN ARE FINANCED FROM FEES

The activities of the Dog Warden are financed from portions of the dog license fees, fees collected from the sale of stray dogs, and charges made against owners whose dogs are picked up for running loose or otherwise are in violation of the law. The Dog Warden is on call 24 hours a day and answers complaints concerning strays, barking dogs, dog bites, and dogs which have been killed or abandoned.

### ONE OF LEAST PLEASANT JOBS IS DISPOSAL OF STRAY DOGS

One of the least pleasant jobs of the Dog Warden is disposing of stray or abandoned dogs. Every effort is made through advertising and publicity to find homes for these dogs, many of which would make wonderful pets. It is a rare individual that does not feel sorry to see such dogs killed. To this point, a stray dog, which originally showed up at the Dog Warden's house, was given a reprieve this year and has taken up permanent residence with the Dog Warden's family, after having been impounded and properly advertised.



The new fire engine purchased for Company No. 1 with two of the Company's officers, Edward Siwy on the left, and Andrew Motowidlak on the right.

<b>Board of Fire Commissioners</b>	1960-61 APPROPRIATION	\$35,597.00
	Monthly Cost per Citizen	20c

**BASIC FIRE ORGANIZATION CONSISTS OF VOLUNTEER COMPANIES**

Glastonbury has a volunteer fire department made up of three companies, Company No. 1 in Glastonbury Center, Company No. 2 in South Glastonbury and Company No. 3 in East Glastonbury. A Fire Chief, appointed by the Town Council upon the recommendation of the Fire Commission is the administrative head of the department. Each company has its own officers, including a captain and lieutenants. The Board of Fire Commissioners, elected directly by the people, is the policy making body for the Fire Department.

**DESPITE UPSWING FIRE LOSSES REMAIN COMPARATIVELY LOW**

Fire Department records show an upswing in the number of alarms answered and estimated losses. Totals are still less than levels reached in 1958-59 and are comparatively less than losses in other towns the size of Glastonbury. This good record is basically due to the quick response of experienced volunteer firemen to alarms, and a conscious effort on the part of the Fire Department to educate citizens in good fire prevention practices. At the present time a proposal is being considered to improve fire protection further by purchasing a new tank truck for Company No. 3 to replace a makeshift truck now 17 years old. This past year a new pumper was purchased for Company No. 1.

**SUMMARY OF FIRE ALARMS**

Classification	Alarms	Estimated Losses
Buildings and Contents .....	24	\$44,093
Vehicles .....	12	1,710
Boats .....	3	5,700
Electric Stoves .....	2	25
Electric Motors .....	1	25
Grass and Brush Fires .....	71	—
Chimney Fires .....	6	—
Electric Wires .....	6	—
Emergency Calls .....	11	—
False Alarms .....	1	—
Gas on Road .....	2	—
Other Alarms .....	4	—
<b>Totals .....</b>	<b>143</b>	<b>\$51,553</b>

... Last year there were 124 alarms and the fire loss was \$16,014. This year there were 143 alarms; Company No. 1 answered 92, Company No. 2 answered 34, and Company No. 3 answered 29.

**ANALYSIS OF BUILDING FIRES WITH ESTIMATED LOSSES**

Owner	Type	Ins. Coverage	Loss
Bob & Cliff's	Store	Complete	\$16,000.00
John Gazza	House	Complete	2,200.00
John Carini & Arbor Acres	Barn	Complete	7,250.00
Denzil Warden	Summer House	Complete	5,300.00
Richard Kitson	House	Complete	690.00
Quality Name Plate	Factory	Complete	10,000.00
James Wehrly	House	Complete	1,200.00
Henry Maturo	Barn	Complete	228.00
F. W. Dumont	Garage	Complete	75.00
James Clifford	House	Complete	75.00
Stuart Kowalsky	Tool Shed	Partial	200.00
Pauline Grant	House	Complete	25.00
Thadous Dolinski	House	Partial	125.00
Walter Hafferty	House	Complete	725.00
			<b>Total \$44,093.00</b>

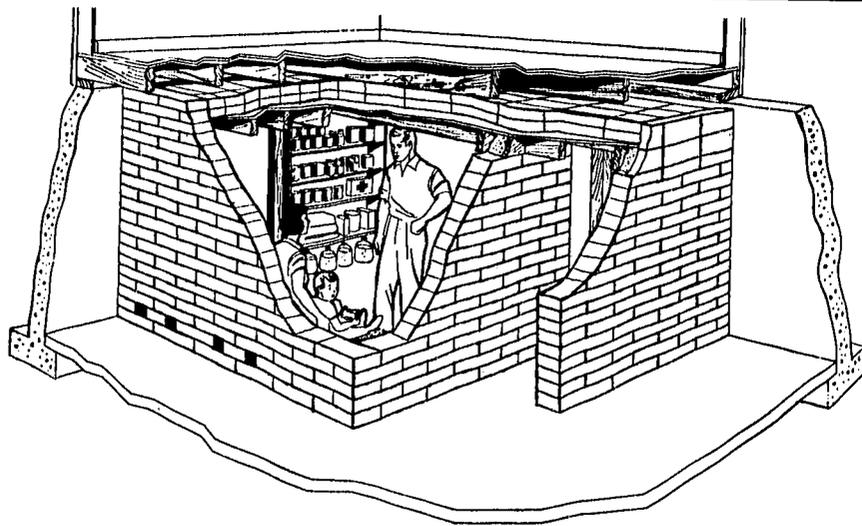
<b>Fire Marshal</b>	1960-61 APPROPRIATION	\$875.00
	Monthly Cost Per Citizen	1c

**INSPECTION ACTIVITIES HIGHLIGHT BUSY YEAR**

The Fire Marshal made 359 inspections last year, including special inspections at Christmas and New Years. Fires were investigated, and special inspections after severe snowstorms were made of convalescent homes, homes for the aged, schools, and public places of assembly. Two dynamite magazines and twelve petroleum trucks were also inspected. Fourteen permits were issued for the purchase, use and transportation, and storage of dynamite and blasting caps. Fire drills were called in all public schools during Fire Prevention Week and met with official approval.

**INSPECTIONS REVEAL IMPROPER BURNING ON UPGRADE**

The inspections revealed that improper burning is on the upgrade. A year ago there were 46 grass and brush fires; this year there were 71, of which ninety percent were caused by careless burning, mostly in improvised incinerators. Causes of the 24 building fires were determined in most cases and included faulty chimneys, defective wiring, and careless smoking. The improper use of flammable liquids caused serious burns to three people. A fire which started in clothing from a burning cigarette resulted in the death of one person.



Basement concrete block shelter. This is but one of five standard types of fallout shelters. Construction of such shelters is detailed in booklets available at Civil Defense Headquarters.

## Civil Defense

1960-61 APPROPRIATION \$6,120.00  
Monthly Cost per Citizen 3c

### CIVIL DEFENSE CO-ORDINATES LOCAL OPERATIONS IN EMERGENCY

The major purpose of the Civil Defense Organization is to co-ordinate all local operations in the event of a war emergency or in peacetime disasters. The local Organization is divided into functional groups — Police, Fire, Medical, Clergy, Welfare, Highway, Radiological and Communications. Each group is made up of volunteer staffs which are thoroughly trained in their respective functions. During the year another section — Fallout Shelter Service — was created.

### FALLOUT SHELTER SERVICE ADVISES ON SHELTER CONSTRUCTION

The Fallout Shelter Service of the local Civil Defense Organization was created in response to the federal emphasis on fallout shelter protection and resulting citizen interest in such protection. The Service is currently gathering information obtained from the federal government and other sources and is prepared to offer advice on the construction of fallout shelters to both individuals and groups. It is further exploring the question of degrees of protection available to persons in their homes and places of business and is in a position to distribute information on what simple steps can be taken to increase protection from fallout.

### OTHER CIVIL DEFENSE ACTIVITIES AND PLANS ARE LISTED

The Communications section continued its drill twice a month during the year. The addition of four small portable communicators and two walkie-talkies has contributed to the effectiveness of this section. Civil Defense plans call for expansion of the Auxiliary Police operations next year. A recruitment drive is expected to double the size of this section. Federal matching funds will be used to train the new members. The Civil Defense warning network is being surveyed, and preliminary study indicates that it may be advisable to install air blast types of sirens which would be distinct from the fire sirens.

Welles-Turner 1960-61 APPROPRIATION \$50,260.00  
Memorial Library Monthly Cost per Citizen 28c

### USE OF LIBRARY AND CIRCULATION ACTIVITY GROWS

Circulation activity has continued its growth during a busy year. General use of the library as a reading center and reference source has grown as well, reaching a level that at times results in overloading the capacity of the building and staff. It is evident that Glastonbury is a highly literate town by any standard.

### PROGRAMS FOR PUPILS AND PRE-SCHOOL CHILDREN ACCENTED

The growing interest in story hours for the youngest patrons, three to five years of age, deserves notice. Twenty-five programs this year marked an attendance of 822 children, in contrast with 367 for the previous year. The summer reading program for younger school children, which was based on the currently popular theme of space travel, was also well attended.

### PRELIMINARY STEPS TAKEN TO RELIEVE SPACE PROBLEM

As circulation figures grow, pressing problems arise both in regard to the physical plant and in meeting demands for services. During the year improvements were made in the lighting of the reference room and charge desk area. Additional bookshelves have been added to accommodate the growing collection of books and periodicals. Lack of space hampers the work of the staff and the use of the library for school programs. Preliminary steps towards a building expansion program have already been taken.

South Glastonbury 1960-61 APPROPRIATION \$500.00  
Library Assoc. Monthly Cost per Citizen 1c

The South Glastonbury Library has been in existence for 25 years and has been run entirely by volunteer help. The building was formerly a Methodist Church which was purchased by a former resident and given to the Library Association. \$1789 was spent for books and upkeep during 1960-61. This money was raised by a membership drive, a State Grant of \$500.00 and Town appropriation of \$1000.00. The Library is a member of the SWAP GROUP which has 20 member libraries, 18 being from Middlesex County.

East Glastonbury 1960-61 APPROPRIATION \$500.00  
Public Library Monthly Cost per Citizen 1c

### VOLUNTEER EFFORTS LED TO OPENING OF LIBRARY IN 1960

Having been incorporated by the State of Connecticut as a non-profit organization and being granted use of the Neipsic School by the Board of Education, the East Glastonbury Library formally opened on October 15, 1960. Gifts from business and civic groups, a fund drive in the eastern section of Town and a Town grant provided funds for purchases of books and supplies. The conversion of the building to library use, plus all staffing and maintenance, has been done by volunteers.

### SUPPORT OF LIBRARY EVIDENCED IN FIRST YEAR'S OPERATION

To encourage library interest a tea and workshop for library aides, story hours during National Library Week, a travel slide show to highlight a travel books display and a Summer Readers' Club for children were presented. Eight hundred books are available to borrowers, and over one thousand books from the Welles-Turner Memorial Library and about four hundred books from the Library Service Center in Middletown were borrowed at three month intervals. 135 adults from October 1960 to June 1961 read 1361 books and magazines, and 184 children read 2208 books and magazines.

## Glastonbury

### Sewer Commission

1960-61 APPROPRIATION \$3,300.00  
Monthly Cost per Citizen 2c

#### FIRST PUBLIC SANITARY SEWER SYSTEM IN OPERATION

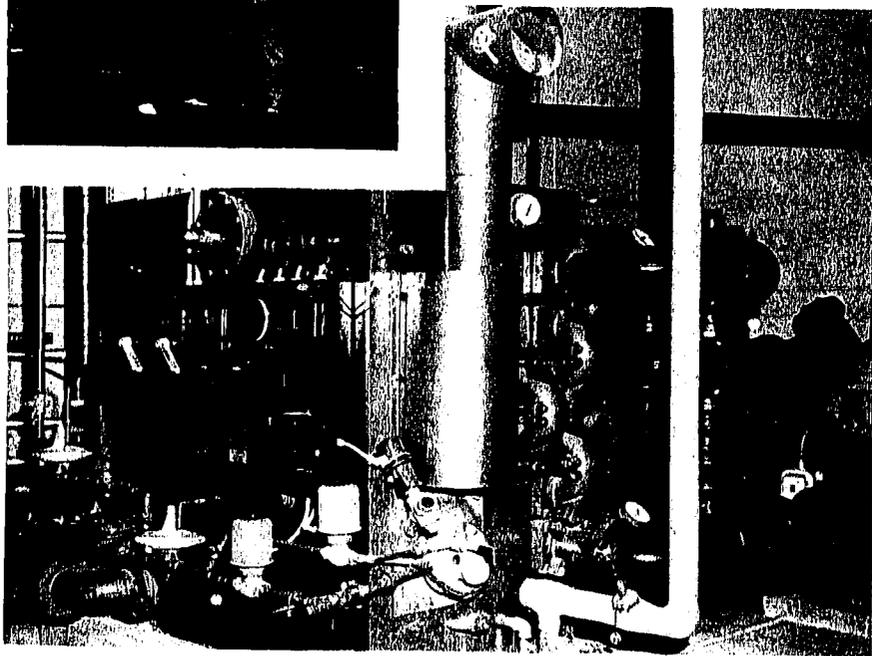
Glastonbury's first public sanitary sewer system began operating July 15, 1961. Earlier that month the Sewage Treatment Plant was officially opened. All other phases of the \$1,178,000 project are expected to be completed by December 1, 1961. This completion climaxes nearly three decades of attempts to build a public sanitary sewer system in the Town of Glastonbury. By autumn nearly 380 property owners had taken advantage of the new system and had connected their dwellings or businesses to it.

#### FINANCING OF PROJECT DISTRIBUTED AMONG SEVERAL SOURCES

The cost of the project is expected to be financed as follows: \$156,000 from the Federal Government, \$78,000 from other sources, and \$1,484,000 from a bond issue sold July 1, 1961. The bond issue will be retired from estimated sewer assessments, payable over nine years, totaling \$1,200,000, \$1,000,000 of which is the cost of local sewers and \$200,000 of which is a share of the trunk sewer cost, i.e., oversize mains, pumping stations, wet wells, force mains, treatment plant. The remaining \$284,000 of the bond issue will be retired through the general taxation and is the general Town's share of the trunk sewer or capital cost.



Left: The "father of sanitary sewers in Glastonbury," Mr. Edwin B. Burdick turns over keys to the new Treatment Plant to Mr. Alvin Bean, Treatment Plant Superintendent. Bottom: Maze of pipes, gauges, valves, pumps, and meters illustrate complexity of sewage treatment process.



#### TRUNK SEWER COSTS TO BE DISTRIBUTED OVER SEWER AREA

The Sewer Commission has developed a tentative plan by which property owners in areas where sewers are extended in the future will pay their fair share of the trunk sewer or capital cost in addition to the costs of local sewers, just as property owners in the present project are being assessed \$1,000,000 for local sewers and \$200,000 for a share of trunk sewer costs. The trunk sewer or capital costs to be paid as extensions are built may be used, at least partially, to reimburse the general Town for some of \$284,000 in trunk sewer costs that is the general Town's share of the project.

#### ASSESSMENTS A COMBINATION OF FRONT FOOT AND UNIT

As soon as final project cost figures are available, the Sewer Commission will levy sewer assessments against benefitting properties. The Commission has voted to levy half the cost of the sewers on a unit basis, or so much per dwelling unit or store unit, and half the cost on a modified front foot basis, or so much per front foot of abutting property. It is expected that the process of hearings and notices for assessments will begin late in 1961 so that assessments can be levied and liens filed on benefitting properties prior to April 1, 1962.

#### MANY PHASES OF SEWER PROJECT GIVEN ATTENTION

In addition to working out the complex problems of financing and assessments, the Sewer Commission approved standard specifications for the construction of sewers, adopted a Drain Layer's Manual regulating the installation of house connections, and reviewed varied problems raised by contractors, the supervising engineers, and the public. The Commission was able to negotiate a change in the sewer contracts, by which all streets, except main thoroughfares, in the area of sewer work, were resurfaced from gutter to gutter, at no additional cost to the Town.

#### FIVE ORDINANCES ON SANITARY SEWERS RECOMMENDED

Five ordinances governing different phases of the new sewer system were recommended by the Sewer Commission to the Town Council. The most basic ordinance regulates the use of, construction of, discharge of substance into, and connections to the sanitary sewers. Other ordinances were: an ordinance authorizing the construction of sewers by and at the expense of developers, an ordinance providing for deferred assessments of trunk sewer costs, an ordinance providing for collection of sewer assessments, an ordinance providing for a connection charge in lieu of sewer assessments, and an ordinance outlining procedures by which sanitary sewer systems may be constructed or extended and benefits assessed against property owners.

#### A NUMBER OF EXTENSIONS EXPECTED IN NEAR FUTURE

With the initial sewer installation finished, the Sewer Commission expects requests and petitions for extensions. Residents on Pratt Street and Pearl Street have expressed interest, and a petition has been received for an extension on North Main Street. The developers of a subdivision off Prospect Street are negotiating an agreement by which they would build a system at their expense in their subdivision and would have it included in the Town system. It is expected also that increased commercial development in the sewered area will take place.

#### COMMISSION CONCERNED OVER FAILURE TO CONNECT

The Sewer Commission has expressed concern over the failure of many persons to connect to the new system, specifically those persons who are dumping raw sewage into the old combined storm-sanitary system or directly into the Connecticut River or its tributaries. One of the main reasons for building the new system was to eliminate this kind of pollution. The State Water Resources Commission is prepared to use its statutory powers to require that persons connect to the new system and cease pollution of streams and waterways.

## Health Officer

1960-61 APPROPRIATION \$4,340.00  
Monthly Cost per Citizen 12c

The major premise of the enforcement of the sanitation code is a healthful environment. Such enforcement is the function of the Health Department, which, on a part-time basis, routinely inspects sewage problems, water supplies, insect and roden problems, child day centers, and food establishments such as restaurants, grocery stores, meat markets, and bakeries. Other public health activities include a mosquito control program, inspection of public and semi-public swimming pools, sanitary surveys of streams, and the holding of immunization and well child clinics. A total of 357 environmental inspections and 49 food inspections were made.

### IMPROVEMENTS AND CONTINUING PROBLEMS NOTED

Environmental health activities show an improvement in some areas and continuing problems in others. A limited mosquito control program was in force, consisting of the larviciding and surveying of known breeding areas. The sampling of waters in and inspection of public and semi-public swimming pools and bathing places did much to educate persons towards recreational benefits of safe and sanitary installations. The new sewer system and treatment plant will be of help in reducing pollution of streams and waterways. Lastly, the Town continues to be plagued with private little dumps that some people persist in creating. This practice nourishes our rat population and violates the Sanitary Code.

### OTHER ACTIVITIES INCLUDE INSPECTIONS AND CLINICS

Other activities included the inspection of farm labor camps as required by recent legislation. A number of inspections indicated that many of the camps require improvement to be considered satisfactory. Immunization and well child clinics were held monthly in cooperation with the VNA. Local physicians participated, and 33 triple series, 97 polio series, and 55 quadragen series injections were given. At the School Inoculation Clinic, 2 diphtheria and tetanus inoculations and 176 polio series shots were given.

## Visiting Nurse Association

1960-61 APPROPRIATION \$12,920.00  
Monthly Cost per Citizen 7c

### GIFTS AND FEDERATED FUND AUGMENT TOWN APPROPRIATION

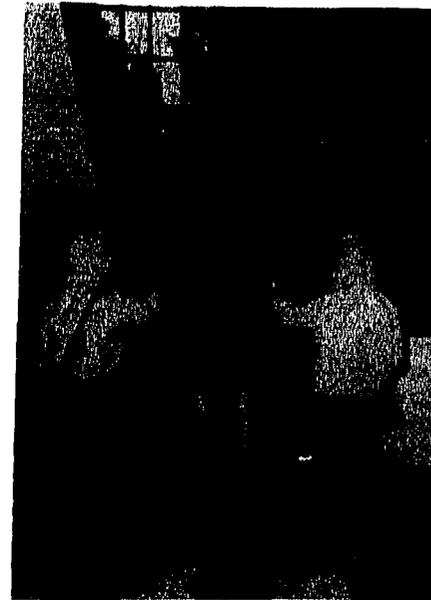
The appropriation from the Town was augmented by funds allocated from the Federated Fund and by specific grants from individuals and organizations. Of particular interest was the receipt from Dr. Joseph Raffa of a large autoclave for sterilization of equipment and bandages. During the year many friends and grateful citizens donated a special project fund in honor of Mrs. Marjory L. Norton who, for more than 25 years prior to her retirement in 1956, sympathetically and ably directed the nursing activities of the Association.

### STATISTICS ACCENT CONTRIBUTION OF ASSOCIATION

As always, we must rely on statistics to give the human story of the nurses' contribution to our community. 5279 visits were made for nursing and health guidance. Twelve dental clinics, sponsored by the State Bureau of Dental Health, were held with 279 children receiving preventive treatment. Under the direction of the Town Health Officer, and with the cooperation of local physicians, 20 clinics for children were held with a total of 401 examinations or preventive treatments given. Physical examinations by the same dedicated doctors were given to 155 Girl Scouts prior to their annual summer camp activities.

## Welfare Department

1960-61 Appropriation \$52,424.20  
Monthly Cost per Citizen 29c  
General Assistance Is Administered On A Local Basis



Welfare Director, Hazel N. Mutt shepherding two children. One of her duties is the placing of children in foster homes.

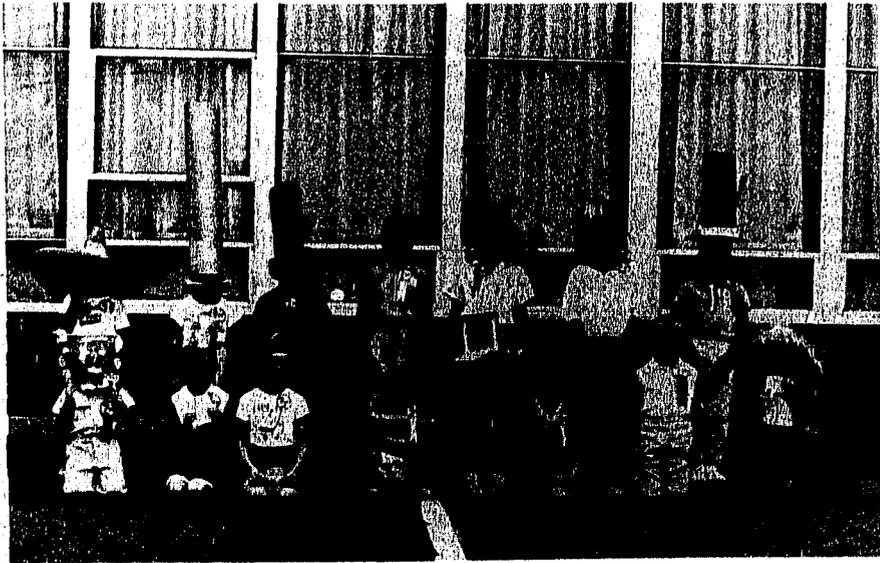
General Assistance is the category of aid to the needy which is administered on a local basis. All individuals or family groups who apply for help with food, clothing, rent, utilities or medical needs usually require this help for a brief period because of temporary unemployment, illness, death or desertion. The local department meets these needs in the most constructive way available and does everything possible to encourage self-respect and self-support through repayments for aid given, if possible, at a later time.

### ACT GRANTS POWER TO ESTABLISH STATE WIDE STANDARDS

One of the many important acts of the 1961 Session of the Legislature gives the State Welfare Commissioner the power to establish uniform standards concerning the granting of general assistance by towns and the minimum standards of eligibility and extent of need. The department welcomes this act and feels this State-Local relationship will provide a basis by which our citizens' need can be measured and the increasing number of non-eligible persons can be refused on a state-wide basis with added strength. The Circuit Court, when legally liable relatives are able but refuse to assist or support, is also available to the department. The Welfare Department worked with the problems of poverty, family break-down, emotional disturbance and children in trouble.

### LOCAL DEPARTMENT USES STATE STANDARDS IN WORK

The department, when established in 1940 under the guidance of the Welfare Commission, and recently under the Town Manager, has used State standards in the determination of need for the eligible; withholding of assistance for those found not to be in need; ability of legally liable relatives to contribute; amount of aid based on standards established in other programs in order to provide adequate and equal basic living. Supervision of all active cases has been carried out, and aid stopped as soon as circumstances have permitted. Those cases which had long term need were assisted in the application for aid under the State-Federal Programs. Records were carefully kept on all cases assisted, together with the amount paid for them and reported monthly to the State Welfare Commissioner. At the end of each quarter a statement of cost, after deduction of receipts, was sent to the Commissioner for 50 per cent refund to the Town's General Fund.



One of the high points in the summer recreation program was Hat Day. Children were judged on the smallest hat, biggest hat, most unusual hat, and like classifications.

Recreation Commission	1960-61 APPROPRIATION	\$14,400.00
	Monthly Cost per Citizen	8c

#### RECREATION DIRECTOR EXPANDS RECREATION PROGRAM

The entire recreation program was expanded during the year due to the hiring of the Town's first Recreation Director who provided a professionally planned and administered program for the benefit of the community. New programs were started, largely on an experimental basis, to determine what programs are feasible from a cost and attendance viewpoint.

#### ADULT RECREATION PROGRAM EMBARKED UPON FOR FIRST TIME

For the first time the commission embarked upon an adult recreation program. A Ladies' Slimnastics and Sports night was started as well as a Modern Dance class. Emphasis was placed upon letting the women decide in what type activities they wished to participate. The men, too, had a regular Sports Night, giving them a chance to have directed calisthenics as well as to participate in sports and games of their own choosing. By policy, these programs were self-supporting.

#### SUMMER PLAYGROUND PROGRAM MEETS WITH SUCCESS

Of great interest to many more families was the inauguration of a Summer Playground Program. This was most successful with 535 children in attendance at five separate areas where sessions were held twice a week. Children from 5½ to 12 years of age participated in 2½ hour sessions which were divided between arts and crafts and physical activities. Gymnasiums were used during inclement weather. The children were divided into age groups and everyone purchased craft materials to help defray the cost of the program to the Town. Enthusiasm was high among the youngsters and many mothers volunteered to help our staff, which consisted of our director, an arts and crafts assistant, one high school graduate, and two high school seniors. Your commission hopes to be able to expand the program during the coming year.

#### COMPETITIVE SWIMMING MEETS HELD WITH OTHER COMMUNITIES

Another highly successful summer program was started for children and young people as competitive swimming meets with other communities were scheduled. Spectator interest and attendance was impressive. Five meets were held and the season closed with an invitational meet with teams from five other pools. Meets were held at the Grange Pool. Interest in swimming is such that the Commission has started plans for additional swimming facilities in the future.

#### CITIZEN GROUPS AND ORGANIZATIONS ASSIST RECREATION COMMISSION

Glastonbury Grange continued its interest in our Town and recreational program with its gift of a wading pool to make the Grange Pool area a family facility. As in the past, the Lions Club must be singled out for special mention because of its continued fine work in staffing the Little League Baseball program. With the intense competition for the tax dollar, we will have to continue for some time to depend upon the help of the merchants, service clubs, and civic organizations in our town to help provide recreational opportunities for all of our townspeople.

Top: Swimmers take part in competitive meet.

Bottom: Activity around the Grange Pool.



## Department of Highways

1960-61 APPROPRIATION \$147,870.80  
Monthly Cost per Citizen 83c

No other department has such a multiplicity of duties nor requires such a variety of skills to carry them out. Consisting of only sixteen full-time men, the Highway Department lists among its employees two skilled mechanics; a master carpenter; specialists in concrete work, bituminous curbing, drainage installations, and maintenance materials; and competent heavy equipment operators.

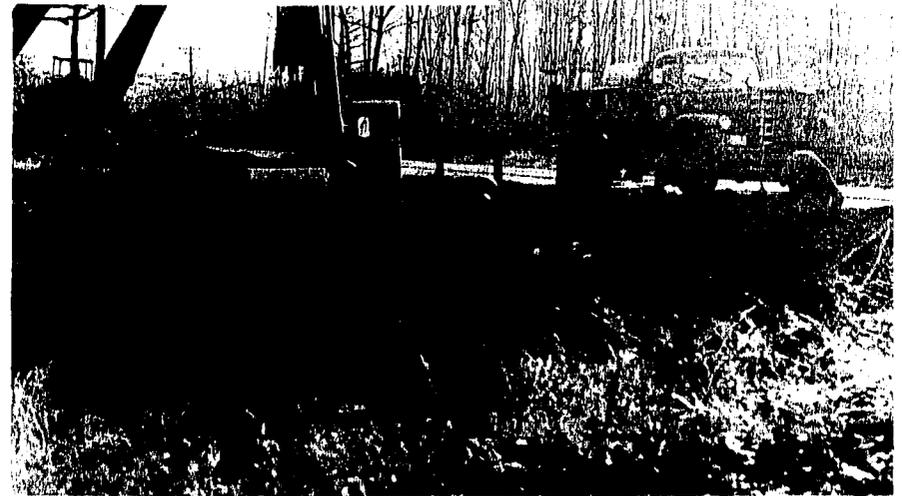
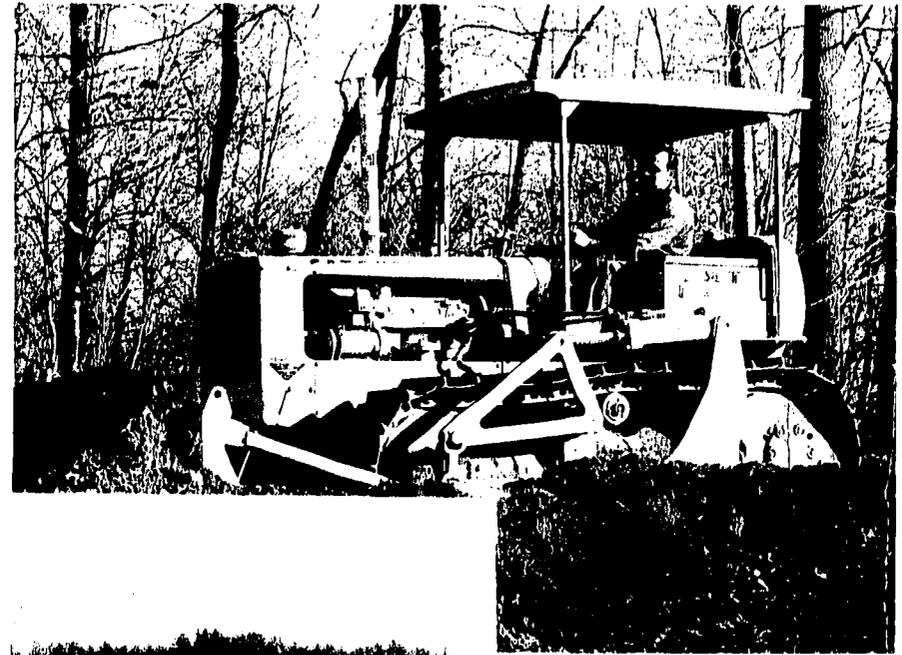
**ROAD PAVEMENTS** Presently there are 115.3 miles of Town roads, of which 11.9 miles are unimproved or gravel roads. Of the 103.4 miles of improved roads, there are 8.8 miles of roads with permanent pavements consisting of 2.4 miles of concrete and 6.4 miles of bituminous concrete. Of the remaining 94.6 miles, 7.6 miles are surfaced with dixseal, a relatively new bituminous material, 49.5 miles are armorcoated, and 37.5 miles are oiled gravel roads. So called permanent pavements are generally maintenance free for about twenty years, armor-coat surfaces for seven to ten years, dixseal surfaces five to seven years, and oiled gravel roads must be surface treated annually or every two years.

**RESURFACING PROGRAM** In order to reduce the amount of time and money spent on maintenance the Department is each year increasing its applications of more permanent pavement surfaces. This year 2.3 miles of road were resurfaced with bituminous concrete, and 7.6 miles were resurfaced with dixseal (7.0 miles by sewer contractors in connection with the sewer project). Only roads meeting standard construction, drainage, and width specifications are surfaced with permanent materials. Those roads evaluated as only fair in terms of these standards receive a less permanent surface treatment as dixseal or armorcoat. Those roads considered substandard are maintained from year to year by oiling and sandsealing.

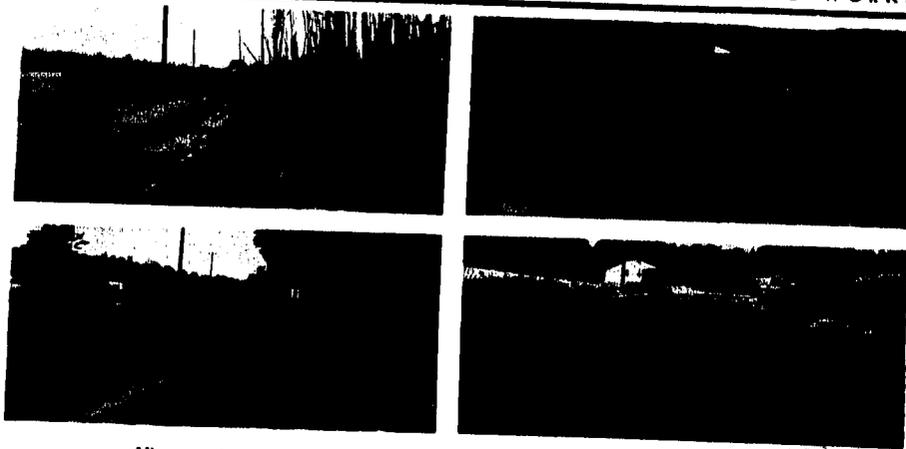
**MAINTENANCE** To protect older roads from further deterioration, the Department oiled and sandsealed 28 miles of such roads. Maintenance tasks were carried out in other forms—cleaning catchbasins, ditches and culverts; cutting brush and weeds; installing cable fence; grading unpaved roads and pushing back road shoulders. 500 tons of patch material was mixed by the Department and used in filling depressions and potholes. The mechanical street sweeper during the season clocked 821 hours of actual sweeping time in keeping roads cleaned of debris. A new tractor mower, even though purchased late in the season, was used to cut grass and brush along roadsides.

**DRAINAGE** Drainage continues to be a problem in many areas of the Town. For the second year, curbing was emphasized; town forces installed 4.8 miles of bituminous curb by machine. Numerous small drainage projects were carried out, and a major extension of drainage pipe on Chestnut Hill Road was completed. Plans for alleviating drainage problems in the center of Town were postponed until such time as persons disconnect their sanitary sewage lines from the old combined storm-sanitary system and connect to the new sanitary system.

**PARKS AND PUBLIC GROUNDS** The Parks and Public Grounds division of the Highway Department was organized in the spring and assumed responsibility for the care of all public grounds, including schools, certain cemeteries, and recreation areas. Two men, plus some summer help, mowed and maintained 95.2 acres of public grounds. During the winter months, this small crew will remove snow and ice from all Town maintained sidewalks, school entranceways and playgrounds, and other areas that town trucks cannot negotiate. Future plans call for expansion of activities into landscaping, tree planting, and recreation area development.



(Top) New Bulldozer in action. (Middle) Salt-sand piled for winter use.  
(Bottom) Drainage work on Buttonball Lane.



Views of Hopewell Road project during and after construction projects.

**WINTER PROGRAM** The past winter was one of the worst in decades. Numerous and heavy snowfalls extended men and equipment. During one storm Highway Department employees worked 36 hours plowing snow without a break. Roughly 5500 cubic yards of a salt-sand mixture was spread on Town roads. Although normal road maintenance continued between storms, the severity of the winter prevented a number of projects from being carried out, such as widening of unimproved roads and improvement of sight lines at corners and intersections.

**RECONSTRUCTION** Because it is apparent that many of the Town roads are inadequate and substandard, the Department is placing greater emphasis on reconstruction. With an expanded maintenance program the last two years, it is becoming possible to allocate more time and money to such reconstruction projects. This year 2000 feet of Hopewell Road were rebuilt with Town forces at a very economical cost of \$6.00 a running foot. This project eliminated blind curves and drainage problems in the area of the new Hopewell Road Elementary School currently being constructed.

**MISCELLANEOUS WORK** Nearly 20% of the time of the Highway Department is spent on work not directly connected with Town highways. This summer, the Highway Department resurfaced the High School parking lot and drive for the Board of Education at an out-of-pocket cost of \$3,391, many thousands of dollars less than if the work were done by contract. The Highway Department services and repairs 49 major pieces of equipment, including 17 school buses, 4 police automobiles and 20 highway department vehicles. Other work includes moving furniture for the Welfare Department, setting up voting machines, installing traffic control signs, conducting semi-annual town wide cleanups, and working in recreation areas.

**PLANS FOR NEXT YEAR** Two major reconstruction projects are scheduled for next year — a section of Wickham Road and two sections of Hopewell Road. One section of Hopewell Road will be done by contract using town aid for highways funds. Other plans list about 5 additional miles of curbing, widening and drainage on Hale Road, alleviation of drainage problems on Main Street, Hebron Avenue, and Naubuc Avenue, and improvements of country roads. The Highway Department intends to carry on its program of correction of minor drainage problems. The purchase of a bulldozer and replacement of an old backhoe and grader will permit a more concentrated use of labor and add to the efficiency of the Department.

## Town Engineer

1960-61 APPROPRIATION \$12,403.00  
Monthly Cost per Citizen 7c

### ENGINEER DELEGATED RESPONSIBILITIES IN CONSTRUCTION

The magnitude of the sewer construction project perhaps overshadowed most other town improvements of a technical nature. The Town Engineer worked closely with the supervising engineers on the project, particularly in its latter stages. In cooperation with a consultant hired by the Sewer Commission, the Engineering Department prepared a set of standard specifications for sewer construction and a drain layers' manual regulating house connections to the new sanitary sewers. The Department has been assigned the administration of sewer permits and the inspection of all house connections. It is estimated that there are about 800 such connections.

### MAJOR ENGINEERING WORK INVOLVED IN HOPEWELL JOB

A needed public works project designed by the Engineering Department was the reconstruction of Hopewell Road from Buck's Corners west 2000 feet. This work eliminated the double hazards of a combination of poor vertical and poor horizontal curves plus a far too narrow roadway. The completion of this project will add considerably to the safety of children riding or walking to the new elementary school in the area. The Department is proceeding with planning and design for reconstruction of another section of Hopewell Road next year, now that the street line layouts prepared by the Department were accepted with relatively little opposition.

### VARIETY OF PROJECTS DESIGNED BY DEPARTMENT

Other projects designed by the Department included the widening, draining and surfacing of an approach road to the Eastbury Pool recreation area in order to facilitate safe movement of vehicular and pedestrian traffic, the building of a Little League baseball diamond behind the Town Office building, and the extension of the parking lot at the Town Office building to accommodate citizens and others using the building. On Chestnut Hill Road an underground drainage system was designed and built to overcome both a maintenance liability and a deep open ditch hazard. Grading at the site eliminated wire rope railing and other unsightly and expensive summer and winter maintenance features.

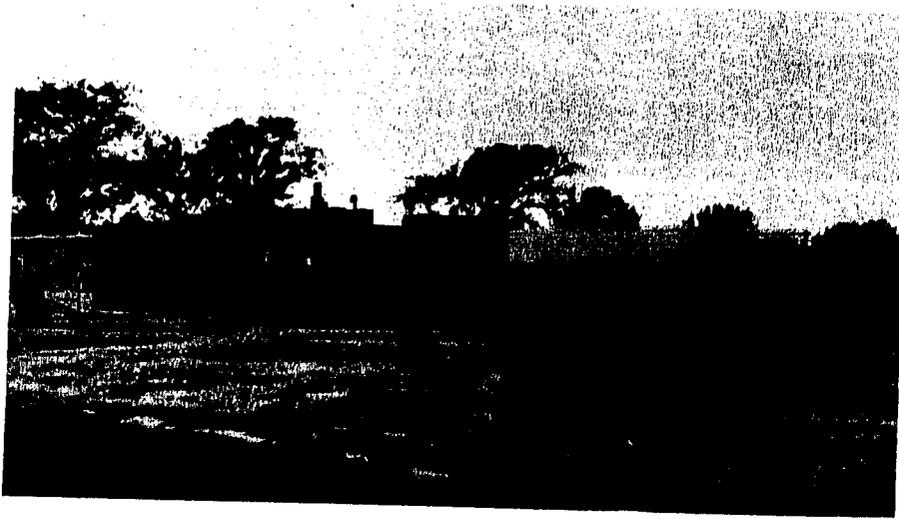
### OTHER ACTIVITIES OF DEPARTMENT ARE LISTED

Other activities centered around liaison work with the State Highway Officials, the development of plans for projects next year, and the supervision of work by developers. Such work in subdivisions receive continued study, review and inspection to assure that Town standards are met. Plans for next year call for surfacing of the parking lot in the center, designing drainage work and elimination of blind vertical curves on Wickham Road, designing drainage installations and pavement work on Hale Road, and developing a design for drainage of sections of Woodland Road.

## Tree Warden

1960-61 APPROPRIATION \$6,300.00  
Monthly Cost per Citizen 4c

Tree trimming and tree spraying programs continued this year. 700 hours were spent on trimming trees, and 20 diseased or dead trees were removed. Many of the large elms along our streets are succumbing to disease and old age, and the Tree Warden estimates that there are 71 elms in this condition that must be removed. If the beauty of our streets is to be preserved, a program will have to be instituted to replant new trees along town roads. A modest step in this direction was taken by appropriating \$300 for the purchase and planting of young trees next year.



View of new Sewage Treatment Plant, one of four major building projects in the Town during the year.

## Building Inspection

1960-61 APPROPRIATION \$14,420.32  
Monthly Cost per Citizen 8c

### BUILDING INSPECTOR ENFORCES BUILDING CODE, ZONING

The Town's first building code was adopted September 5, 1929, and the first Zoning Regulation was adopted June 20, 1930. The Building Inspector was designated the enforcing officer in each of these fundamental documents. The activities of the Building Inspector were supervised first by the Town Planning and Zoning Commission. The present Charter still enjoins the Building Inspector to work closely with the Planning and Zoning Commission.

### VARIETY OF SPECIFIC DUTIES ASSIGNED TO BUILDING INSPECTOR

The functions and responsibilities of the Building Inspector are 1) to secure compliance with the Building Code in new construction; 2) enforce the Zoning Regulations; 3) act as enforcing officer of the Subdivision Regulations; 4) assist the Planning and Zoning Commission in its duties and projects, 5) serve as deputy to the Health Officer in enforcing sanitary regulations; 6) act as Clerk for the Zoning Board of Appeals in receiving applications and sending out notices; 7) issue street numbers for all buildings; 8) maintain records of all buildings in Town in accordance with Building Code requirements, and 9) receive and account for all fees paid to the department.

### FOUR MAJOR PROJECTS MARKED BUILDING ACTIVITY THIS YEAR

Four major projects marked building activity in the Town this year. The first was the construction of the Municipal Sewage Treatment Plant. This Plant can be enlarged in the future to serve projected population increases in the area. A second project was the addition to and reconversion of the Academy School into a Junior High School. Third was the construction of Glastonbury's first integrated apartment house group, known as Glastonbury House. Consisting of 104 units in four buildings, the project provides off street parking and a swimming pool and other recreational facilities. A fourth project was the building of a modern sand and gravel washing plant by the Balf Company on the property of the Glastonbury Realty Corporation in South Glastonbury.

### DEPARTMENT ISSUES LICENSES AND PERMITS AND COLLECTS FEES

During the year 500 permits of all types were issued, including 113 for new homes and 132 for house sewer connections. 412 licenses were issued to tradesmen performing plumbing, heating, electrical, oilburner, and sewage disposal installations. Nearly 1700 inspections were performed by the Building Inspector. The total income to the Department was \$17,524.05, distributed as follows: \$15,864.25 for the Building Department, \$1060.35 for the Engineering Department, \$945.00 for the Zoning Board of Appeals, and \$645.05 for the Town Plan and Zoning Commission. The Department was assigned the responsibility for issuing house sewer connection permits. This work has entailed much extra clerical work during the year.

### CONSTANT INCREASE IN BUILDING ACTIVITY FORESEEN

Glastonbury has the greatest amount of buildable open space of any town in the Hartford Metropolitan Area. The extension of the Glastonbury Expressway north through East Hartford to the Connecticut River bridges will shorten considerably transit time to the center of the city. In the light of this Glastonbury can expect a constant increase in building activity over the next several decades. The employment of an assistant building inspector has been authorized and should not only make possible more complete enforcement of the building code and zoning regulations but also permit the Building Department to keep pace with the expected growth of the Town.



Modern sand and gravel washing plant of the Balf Company in South Glastonbury

## Zoning Board of Appeals

1960-61 APPROPRIATION \$790.00  
Monthly Cost per Citizen 1c

### INCREASE IN BUILDING ACTIVITY REFLECTED IN WORK LOAD

In the past few years the Town of Glastonbury has witnessed a positive and rapid increase in building activity which has very definitely been reflected in the work load of the Zoning Board of Appeals. During the past year the Board considered sixty-seven applications for exceptions to the zoning regulations at twelve public hearings. Of these, forty-nine were approved, eight denied, four withdrawn, two continued without charge to the applicant, and four tabled, later to be approved at special executive sessions. In recognizing the circumstances, conditions, and facts of each appeal, the Board has endeavored to maintain a practical and common sense interpretation of the Zoning Regulations.

### MAJORITY OF APPEALS CONCERNED DETACHED SIGNS

Contrary to previous years, the majority of appeals concerned detached signs. There were a total of sixteen in this category, representing 24%. Twelve involved residential buildings for set back and side yard line requirements; seven for one and two car garages for the same reason; two for fruit and vegetable stands; one for a circus; one for a shopping center featuring a First National Store along with a W. T. Grant Store; and, one for establishment of a transmission substation for use by the Connecticut Light & Power Company. Other applications included non-conforming usage, fences, auto repair and used car business, multiple dwellings, trailers and business enterprises.

GLASTONBURY PUBLIC SCHOOLS  
GLASTONBURY, CONNECTICUT

BOARD OF EDUCATION OFFICE  
HUBBARD STREET  
MDFORD 3-9437

To the Citizens of Glastonbury:

The "pursuit of excellence", a phrase borrowed from the title of the Rockefeller Brothers Fund Study of American Education, has become a more widely accepted theme for public schools in the United States today than has been true for a generation. Intellectual development of young people and transmission to them of our cultural heritage are now recognized as the primary goals.

Glastonbury schools have been embarked for several years on a program dedicated to the pursuit of excellence, with intellectual development as the primary purpose. The ethical, social, and physical development are not being neglected, but neither is the chief emphasis going to these aspects of the school program. The schools share these responsibilities with home, church, and other forces in the community.

Glastonbury's support of good schools has been expressed through intense public interest in school affairs, the provision of adequate funds for operating budgets, and voter approval of each new step in the school building program.

The fiscal year just ended was marked by the opening of the town's first separate junior high school and by the completion of plans for a new elementary school on Hopewell Road to be ready in the 1962-1963 school year. Curriculum improvements and strengthened leadership, supported by a good faculty, advanced the program of instruction. Systematic evaluation of performance by all members of the school staff was begun in connection with the salary program.

Plans of cooperation between the school administration and the town government for maintenance and improvement of properties were put into effect. Systematic consultation between the Board of Education and the Board of Finance and Town Council on fiscal matters was conducted throughout the year.

The further advancement of the Glastonbury schools will depend on the skill and enthusiasm of the faculty, on the continued willingness of the community to strive for excellent schools and on the soundness and creativity of the administrative leadership. As the enrollment approaches the 4,000 level, the reputation and the effectiveness of our school system continue to move ahead with the best of the public schools in Connecticut and in the nation.

Respectfully submitted,

*William K. Paynter*  
William K. Paynter, Chairman  
Board of Education

## Glastonbury Public Schools

1960-61 APPROPRIATION \$1,558,659.00

Monthly Cost per Citizen \$8.71

The citizens of Glastonbury are to be commended for the effort they have made to establish and maintain a quality educational program. The pride and interest that parents, teachers, and other citizens have shown in their schools, combined with the forward-looking and able leadership of the Board of Education, have been major factors in the continued progress of public education locally. Even though great strides have been made in the past, it would be dangerous and careless for this community to settle back into a state of complacency. A good educational program can be achieved by continuous and sustained effort. Each new generation has to renew its faith in public education and to accept its responsibility for providing the financial and intellectual support which are the foundations of good education.

### INSTRUCTIONAL PROGRAM

The year 1960-61 was devoted to consolidation and refining certain changes which have been made during the last five years. Under the direction of the administrative-supervisory staff, teachers met in staff meetings, work conferences, subject and grade level meetings, and as special committees for work on instructional problems. Other significant developments are listed below.

**Parent-teacher conferences.** Kindergarten and Grade 1 teachers have developed a plan for regular conferences with parents as a device for informing parents of their children's progress in the schools.

**Listening skills.** With the development of a new curriculum guide in language arts for the elementary schools, there has been increased emphasis on the development of listening skills.

**Physical Fitness.** No longer primarily recreational, physical education at the secondary level encompasses calisthenics, physical conditioning, and various athletics. At the elementary level, special attention is given to the development of motor skills, good health habits, correct posture, and correction of physical defects.

**Mathematics program.** The trend is toward better understanding of mathematics concepts and less emphasis on memory and rote learning. Students are being introduced earlier to certain mathematical ideas.

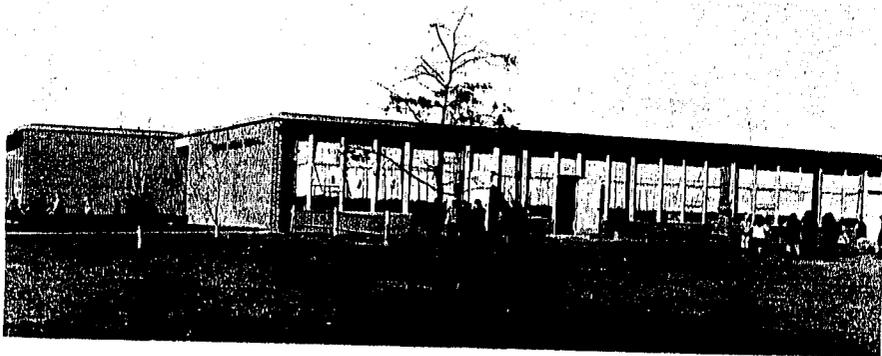
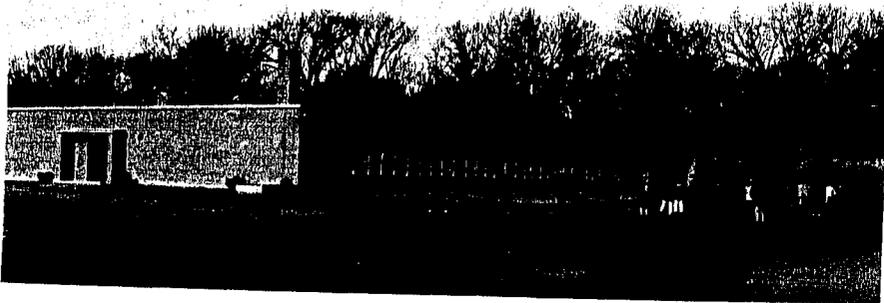
**Language program.** After four years of instruction at the elementary level, the first group of students will enter junior high in 1961. Beginning in Grade 7 foreign languages becomes an elective course.

**Summer program.** Appealing particularly to students in the upper elementary grades and in the junior high school, the summer school, after four years, is a successful part of the instructional program.

**Reading improvements.** The improvement of elementary school libraries has enabled a number of teachers to work out individualized reading programs, emphasizing more individual attention in the teaching of reading and the use of a greater variety of reading materials.

### BUILDING PROGRAM

Each year, the Board of Education and school administration review actual and projected enrollments and restudy the long-range school building program. By so doing, capital expenditures for schools are synchronized with such expenditures for other Town departments, thereby reducing the likelihood of sharp upward surges in tax costs. The most important step in 1960-61 was the completion of the conversion of the Academy School to the Academy Junior High School. This 750 pupil school will house, for the present, all pupils in Grades 6 and 7, and two sections of Grade 5. With the completion of the proposed Hopewell Road Elementary School the Academy Junior High School will contain Grades 7 and 8, thereby relieving congestion at the Glastonbury High School.



Several of Glastonbury's modern schools.

### READING PROGRAM

As part of the standardized testing program in the elementary schools, the staff has accumulated information on the performance of nearly 800 Grade 6 pupils over a three year period. An analysis of the tests show that 1) between 45-50 per cent of such pupils are reading at a level one year or more above the grade level, 2) about 10 per cent are reading at a level one year or more below the grade level, and 3) between 40-45 per cent of the pupils in Grade 6 are reading at the grade level.

### MODERN LANGUAGE MATERIALS DEVELOPMENT PROJECT

The Glastonbury Schools continue to provide leadership in developing materials for the teaching of French, Spanish, German, Russian, and Italian in the secondary schools. The contract with the Department of Health, Education and Welfare terminates on June 24, 1962. For services rendered, the Schools will receive a cash payment of \$48,131.62 and equipment valued at \$16,568.10. Funds accruing to the Town will be used for the construction of language laboratories at the Glastonbury High School and Academy Junior High School. It should be noted that these facilities will be made available to language students in the schools at no direct cost to the local taxpayer.

### SALARY PROGRAM

This was the first year of a three-year program during which teachers' salaries will be directly related to quality of performance. The plan calls for an annual evaluation of every teacher by two members of the administrative-supervisory staff and a teacher evaluator. Teachers unanimously evaluated as excellent will advance on the salary schedule at a faster rate than teachers evaluated as satisfactory. Any teacher receiving an unsatisfactory rating will be dropped from the staff or not advanced on the salary schedule. The salary program was reviewed by representatives of the teaching staff and endorsed by the teachers.

### PHYSICAL PLANT

Stress is placed upon high standards of cleanliness, safety, and maintenance in the physical plant. Efforts of maintenance and custodial staffs have proved satisfactory in this direction. During the year the care of all school grounds has become a responsibility of the Parks and Public Grounds Division of the Highway Department. During this coming winter, this Division will assume responsibility for clearing school entrances, play areas, and sidewalks of snow and ice.

### FOR FUTURE CONSIDERATION

It has been the practice to review annually the educational needs of the community and the financial resources of the community to meet these needs. It is appropriate, therefore, to present some of the educational questions and problems which may confront Glastonbury citizens in the immediate future.

1. **Enrollments.** With the easier access to the Hartford area towns and much open land to be developed, Glastonbury can expect an increased rate of growth in its school enrollments, primarily in the lower grades. For example, from June to September 1961, the number of children enrolled in the elementary grades increased by 165, the largest single year increase in a decade.
2. **Salary Program.** The Board of Education and school staff is working cooperatively to put into effect a distinctive salary program related to the quality of performance. No palliative for every salary problem, the program is being given a fair trial, and it is expected that there will be continued progress.
3. **Educational Television.** The schools are aware of the potentialities of educational television. Teachers and administrators will do all that can be done within reason to utilize this medium in the instructional program.
4. **Curriculum Development.** There needs to be continued attention to English in all its aspects. It is necessary to find more ways of improving students' skill and interest in the use of written and spoken English.
5. **School Bus Transportation.** In a community as large as Glastonbury — 54 square miles — school bus transportation will always be an important part of the school operation. Within five years, there may well be a fleet of 20 to 23 buses. An operation of this size may require additional personnel. Other possibilities are the study and revision of present policies on the transportation of children to school and the development of a program of sidewalk construction particularly on those streets close to school.

## THE BOARD OF FINANCE

Glastonbury, Connecticut

To the Citizens of Glastonbury:

The establishment of a central accounting department for the Town of Glastonbury has been one of the major accomplishments of the past year. The responsibility for controlling all receipts and expenditures and keeping the financial records, with the exception of those pertaining to the Board of Education, has been vested with the Town Accountant. In the past, the various departments have shared the responsibility for processing bills, preparing payrolls and maintaining budget records. Upon examination of the financial reports covering the operations for the fiscal year 1960-1961, prepared by Town Accountant, C. Joseph Butera, one may observe that the sound fiscal policies of our town have been closely adhered to.

Cash expenditures for the fiscal year were \$2,586,296.94 which was \$34,982.60 less than the amount budgeted. Surplus in the general fund at the year end was \$146,946.39 from which the Board of Finance recommended a transfer of \$50,000. to the Capital Reserve Fund for Non-recurring Expenditures, leaving a cash balance of \$96,946.39 to be used toward financing the 1961-1962 budget.

During the year the Board of Finance held seventeen meetings and two public budget hearings. At the invitation of the Board of Education, members of the Board of Finance and the Council attended a series of eight meetings devoted to the preparation of the 1961-1962 School Budget. As a result of these joint meetings much has been accomplished toward bringing about a mutual understanding of the educational needs and budgetary limitations of our town.

The growth of our town and the need for expanding school facilities to care for the ever increasing school population will continue to be our number one problem. A five year projection of School Enrollment, recently released by our Superintendent of Schools, indicates that we may expect an increase of 26% in our school population by 1967. This means classrooms and teachers for about one thousand more students than present facilities can accommodate.

Prudent management and sound fiscal policy must be maintained if Glastonbury is to provide for this increase and other municipal services that a growing community will be called upon to render. Although we will receive a larger State Grant for education next year, an increase in the tax rate appears inevitable.

In closing I take this opportunity to pay tribute to William F. Affleck who has retired from the Board of Finance after twelve years of conscientious service.

Sincerely,



John Q. Goodrich, Chairman

JQG:mb

## RESERVE FUND

for Capital and Non-Recurring Expenditures

The Reserve Fund is established under the authority of the Connecticut Statutes and the Glastonbury Town Charter. Over the years it has been a very valuable and useful fund. It has two main purposes: the financing of small capital improvements such as the purchase of land, and the advancing of money for preliminary study and design in connection with major projects, such as sewer and school construction. The Reserve Fund is maintained mainly through transfers of money from General Fund Surplus.

### BALANCE SHEET AS OF AUGUST 31, 1961

<b>Assets:</b>	
Cash in bank .....	\$ 28,860.13
U.S. Treasury Bills (at cost) .....	34,776.00
Due from General Fund Surplus 8-31-61 .....	50,000.00
	<b>\$113,636.13</b>
<b>Unexpended Appropriations and Fund Balance:</b>	
Unexpended Appropriations .....	\$ 29,902.22
Fund Balance .....	83,733.91
	<b>\$113,636.13</b>

### CHANGES IN FUND BALANCE 1960-61

Fund Balance as of September 1, 1960 .....	\$ 90,744.44
<b>Receipts and Transfers</b>	
Due from General Fund Surplus .....	\$50,000.00
Interest on Investments .....	1,145.25
Transfer balance in Town Office	
Building Bond Account .....	185.33
Transfer unexpended balances in	
Reserve Fund Appropriations .....	2,658.89
Total Receipts and Transfers .....	\$ 53,989.47
	<b>\$144,733.91</b>
<b>Appropriations during 1960-61:</b>	
Purchase of site and replacement of well for Hopewell Road School .....	\$22,000.00
Purchase of land and survey thereof for Eastbury School Site .....	7,000.00
Air Conditioners and Installation Cost for Board of Education Building .....	3,500.00
Working Drawings for Hopewell Road School .....	28,500.00
Total Appropriations 1960-61 .....	\$ 61,000.00
Fund Balance as of August 31, 1961 .....	\$ 83,733.91

## 1961-62 BUDGET

Expenditures	Budget 1960-61	Actual 1960-61	Budget 1961-62
<b>Town Council</b> .....	\$ 3,525.00	\$ 3,109.24	\$ 3,900.00
<b>Board of Finance</b> .....	275.00	246.40	275.00
<b>Town Manager</b> .....	13,777.60	13,649.82	17,606.00
<b>Town Planning &amp; Zoning</b> .....	2,770.00	2,059.75	2,745.00
<b>Board of Tax Review</b> .....	400.00	295.00	150.00
<b>Courts</b> .....	3,607.12	3,454.75	835.00
<b>Zoning Board of Appeals</b> .....	790.00	578.78	790.00
	<b>\$ 25,144.72</b>	<b>\$ 23,393.74</b>	<b>\$ 26,301.00</b>
<b>Staff Agencies</b>			
<b>Town Clerk</b> .....	\$ 13,575.60	\$ 13,900.57	\$ 15,318.00
<b>Town Attorney</b> .....	5,000.00	4,982.65	5,000.00
<b>Parking Authority</b> .....	1,112.00	771.42	1,305.00
<b>Public Building Comm.</b> .....	300.00	186.65	250.00
<b>Development &amp; Industrial Commission</b> .....	100.00	10.62	300.00
<b>Elections</b> .....	7,140.00	6,617.96	6,790.00
<b>Safety Commission</b> .....	100.00	13.50	50.00
<b>Heritage Committee</b> .....	—	43.75	100.00
	<b>\$ 27,327.60</b>	<b>\$ 26,527.12</b>	<b>\$ 29,313.00</b>
<b>Public Safety</b>			
<b>Police Department</b> .....	\$112,129.40	\$116,760.73	\$124,237.00
<b>Fire Commission</b> .....	35,597.00	28,337.69	36,997.00
<b>Civil Defense</b> .....	6,120.00	3,485.21	2,800.00
<b>Street Lighting</b> .....	24,000.00	23,718.98	24,500.00
<b>Fire Marshal</b> .....	875.00	797.33	1,050.00
<b>Auxiliary Police Ambulance</b> .....	1,100.00	1,000.56	1,100.00
	<b>\$179,821.40</b>	<b>\$174,100.50</b>	<b>\$190,684.00</b>
<b>Public Works</b>			
<b>Administration &amp; Payroll</b> .....	\$ 85,356.00	\$ 88,508.48	\$ 96,245.00
<b>Operation of Equipment</b> .....	27,844.80	27,472.34	24,886.00
<b>Parks &amp; Public Grounds</b> .....	7,570.00	7,507.88	15,447.00
<b>Snow &amp; Ice Removal</b> .....	17,100.00	22,117.51	17,900.00
<b>Roadways &amp; Drains</b> .....	10,000.00	9,087.97	10,400.00
<b>Town Engineer</b> .....	12,403.00	10,349.20	15,242.00
<b>Tree Warden</b> .....	6,300.00	6,037.50	6,500.00
<b>Public Buildings</b> .....	18,585.60	19,484.75	20,396.00
<b>Building Inspector</b> .....	14,420.32	12,111.05	16,584.00
	<b>\$199,579.72</b>	<b>\$202,676.68</b>	<b>\$223,600.00</b>
<b>Financial Administration</b>			
<b>Tax Collector</b> .....	\$ 9,043.30	\$ 8,751.00	\$ 10,556.00
<b>Town Accountant</b> .....	12,325.00	11,970.26	15,514.00
<b>Assessor</b> .....	14,845.60	15,276.14	15,879.00
	<b>\$ 36,213.90</b>	<b>\$ 35,997.40</b>	<b>\$ 41,949.00</b>
<b>Health and Sanitation</b>			
<b>Sewer Commission</b> .....	\$ 3,300.00	\$ 4,531.33	\$ 17,134.00
<b>Health Department</b> .....	17,260.00	16,854.00	18,210.00
<b>Refuse Disposal</b> .....	4,150.00	3,847.28	4,154.00
	<b>\$ 24,710.00</b>	<b>\$ 25,232.61</b>	<b>\$ 39,498.00</b>
<b>Welfare</b>			
<b>Administration</b> .....	\$ 21,424.20	\$ 20,577.52	\$ 21,371.00
<b>Outdoor Aid</b> .....	31,000.00	30,984.49	27,500.00
	<b>\$ 52,424.20</b>	<b>\$ 51,562.01</b>	<b>\$ 48,871.00</b>

Expenditures	Budget 1960-61	Actual 1960-61	Budget 1961-62
<b>Recreation Commission</b> .....	\$ 14,400.00	\$ 15,585.88	\$ 20,740.00
<b>Libraries</b>			
<b>Welles-Turner</b> .....	\$ 50,260.00	\$ 49,821.94	\$ 56,515.00
<b>South Glastonbury</b> .....	1,000.00	1,000.00	1,000.00
<b>East Glastonbury</b> .....	500.00	500.00	650.00
	<b>\$ 51,760.00</b>	<b>\$ 51,321.94</b>	<b>\$ 58,165.00</b>
<b>Insurance &amp; Bonds</b> .....	\$ 21,180.00	\$ 20,909.03	\$ 23,025.00
<b>Pension Plan</b> .....	29,200.00	30,144.93	32,300.00
<b>Unclassified</b> .....	1,000.00	1,245.80	925.00
<b>Contingency</b> .....	25,000.00	—	27,000.00
<b>Total General Town Operating</b> .....	<b>\$ 687,761.54</b>	<b>\$ 658,697.64</b>	<b>\$ 762,371.00</b>
<b>Capital Improvement</b> .....	59,660.00	54,752.69	51,225.00
<b>Total General Town Budget</b> .....	<b>\$ 747,421.54</b>	<b>\$ 713,450.33</b>	<b>\$ 813,596.00</b>
<b>Bonds and Interest</b> .....	319,799.00	318,167.01	447,915.00
	<b>\$1,067,220.54</b>	<b>\$1,031,617.34</b>	<b>\$1,261,511.00</b>
<b>Board of Education</b> .....	\$1,558,659.00	\$1,554,679.60	\$1,700,000.00
<b>Language Lab</b> .....	—	—	18,000.00
	<b>\$2,625,879.54</b>	<b>\$2,586,296.94</b>	<b>\$2,979,511.00</b>
<b>Trans. to Capital Reserve</b> .....	\$ —	\$ 50,000.00	—
<b>Cash, end of year</b> .....	—	97,021.39	—
<b>GRAND TOTAL</b> .....	<b>\$2,625,879.54</b>	<b>\$2,733,318.33</b>	<b>\$2,979,511.00</b>
<b>RECEIPTS</b>			
<b>Property Taxes — Current</b> .....	\$1,923,347.35	\$1,992,437.94	\$2,105,854.61
<b>Property Taxes — Prior</b> .....	60,000.00	68,025.53	68,000.99
<b>Penalties, Int., Fees</b> .....	3,500.00	4,927.86	4,000.00
	<b>\$1,986,847.35</b>	<b>\$2,065,391.33</b>	<b>\$2,177,854.61</b>
<b>In Lieu of Taxes</b> .....	25,650.00	26,271.72	26,375.00
<b>Courts</b> .....	1,690.00	3,677.11	1,400.00
<b>Education</b> .....	356,158.23	363,425.76	439,670.00
<b>Building Inspection</b> .....	15,150.00	17,745.79	17,500.00
<b>Recreation</b> .....	2,000.00	3,054.30	5,500.00
<b>Police</b> .....	5,900.00	13,625.63	6,100.00
<b>Licenses and Permits</b> .....	2,525.00	2,607.50	250.00
<b>Public Works</b> .....	3,850.00	3,828.21	8,500.00
<b>Welfare</b> .....	26,100.00	24,570.40	24,800.00
<b>State Grants for School Constr.</b> .....	73,280.85	67,316.80	90,515.00
<b>Town Clerk</b> .....	7,860.00	7,754.03	7,700.00
<b>Civil Defense</b> .....	4,400.00	2,433.05	1,000.00
<b>Welles-Turner Library</b> .....	15,639.57	15,948.17	15,060.00
<b>Unclassified</b> .....	6,700.00	23,540.79	42,265.00
<b>Federal Reimbursement</b> .....	—	—	18,000.00
<b>Total Receipts</b> .....	<b>\$2,533,751.00</b>	<b>\$2,641,190.59</b>	<b>\$2,882,489.61</b>
<b>Cash on Hand Sept. 1</b> .....	\$ 92,128.54	\$ 92,127.74	\$ 97,021.39
<b>GRAND TOTAL</b> .....	<b>\$2,625,879.54</b>	<b>\$2,733,318.33</b>	<b>\$2,979,511.00</b>

REVENUES 1960-61

Revenue Source

Other 6%

Education 16%

Property Tax 78%

	Amount	%
Property Taxes .....	\$2,079,563.83	78.0
Tax Interest and Fees .....	4,927.87	.2
State Aid to Education .....	336,100.47	12.6
State Aid for School Consti .....	67,316.80	2.5
Federal Aid for Education .....	17,007.60	.6
Other Education Income ..	7,955.19	.3
In Lieu of Taxes .....	26,271.72	1.0
Building Inspection .....	17,745.79	.7
Licenses and Permits .....	2,607.50	.1
Town Clerk Fees .....	8,216.38	.3
Recreation Fees .....	3,054.30	.1
Public Works .....	3,136.21	.1
Court Fines .....	3,201.38	.1
Unclassified .....	36,187.34	1.4
Civil Defense .....	2,433.05	.1
Police Department .....	11,917.21	.4
Welfare .....	23,711.68	.9
Library .....	15,978.42	.6
<b>TOTAL .....</b>	<b>\$2,667,332.74</b>	<b>100.0%</b>

EXPENDITURES 1960-61

	Amount	%
General Government .....	22,968.74	.9
Staff Agencies .....	26,527.12	1.0
Public Safety .....	174,100.50	6.7
Public Works .....	202,676.68	7.8
Financial Administration ...	35,997.40	1.4
Health and Sanitation .....	25,232.61	1.0
Welfare .....	51,562.01	2.0
Recreation .....	15,585.88	.6
Libraries .....	51,321.94	2.0
Insurance and Bonds .....	20,909.03	.8
Pension Plan .....	30,144.93	1.2
Capital Improvements* .....	87,480.69	3.4
Unclassified .....	9,763.81	.4
Education** .....	1,831,600.60	70.8
<b>TOTAL .....</b>	<b>\$2,585,871.94</b>	<b>100.0%</b>

\*Includes applicable debt service costs of \$32,728.00 for the new Town Office Building.

\*\*Includes applicable debt service costs of \$276,921.00 for new School Building.

Expenditure

Other 14%

Public Works and Safety 15%

Education 71%

YOUR TAX DOLLAR

Property taxes pay 78% of the costs of local government. The other 22% comes from other sources. Education, the largest local function, accounts for 71c out of every dollar of expenditure. Other functions of government take lesser amounts.

It is not accurate, however, to say that education takes 71c out of every dollar of taxes. 16% of local revenue is specifically earmarked for educational purposes or is income collected from education activities. To this extent, then, education is self-sufficient.

This is true of other functions of government also. Some agencies collect enough money to more than equal their costs—building inspection, for example. Others are partially self-supporting—libraries, recreation, welfare.

The following chart shows for 1960-61 the total expenditures of each major function of government, the income received by or on behalf of each such function of government, and the net cost of each function to be raised by local taxes. The last column shows the percentage of total property taxes that the particular function requires.

Function	Total Expenditures	Income Received	Net Cost From Taxes	% of Tax
General Government .....	\$ 22,968.74	\$ 307.50	\$ 22,661.24	1.07
Staff Agencies .....	26,527.12	8,216.38	18,310.74	.87
Public Safety .....	174,100.00	17,551.64	156,548.86	7.42
Public Works .....	202,676.68	20,882.00	181,794.68	8.61
Financial Administration .....	35,997.40	12,283.85	23,713.55	1.12
Health and Sanitation .....	25,232.61	.....	25,232.61	1.20
Welfare .....	51,562.01	23,711.68	27,850.33	1.32
Recreation .....	15,585.88	3,054.30	12,531.58	.59
Libraries .....	51,321.94	15,978.42	35,343.52	1.67
Insurance and Bonds .....	20,909.03	.....	20,909.03	.99
Pension Plan .....	30,144.93	.....	30,144.93	1.43
Capital Improvements .....	87,480.69	.....	87,480.69	4.14
Unclassified .....	9,763.81	2,841.84	6,821.97	.32
Education .....	1,831,600.60	428,380.06	1,403,220.54	66.47
<b>Sub-total .....</b>	<b>\$2,585,871.94</b>	<b>533,307.67</b>	<b>2,052,564.27</b>	<b>97.22</b>
<b>To Surplus (a) .....</b>	<b>.....</b>	<b>23,261.65</b>	<b>58,199.15</b>	<b>2.78</b>
<b>TOTALS .....</b>	<b>\$2,585,871.94</b>	<b>556,569.32</b>	<b>2,110,763.42</b>	<b>100.00</b>

(a) Most of this surplus is transferred to the Reserve Fund to be used for purchase of school sites and other capital items. Some becomes a cash surplus and is applied against following years expenditures.



**TAX COLLECTOR  
REPORT OF PROPERTY TAX COLLECTOR  
YEAR ENDED AUGUST 31, 1961**

Grand List October 1	Due Date of Tax	Collectible 9/1/60	Additions	Deductions	Adjusted Collectible	Paid to Treasurer
1960	4/1/61	\$2,083,367.40	\$433.86	\$4,237.43	\$2,079,563.83	\$1,993,318.41
1959	4/1/60	80,020.41		855.91	79,164.50	64,262.97
1958	4/1/59	12,053.55		1,709.41	10,344.14	5,196.52
1957	4/1/58	6,108.96		2,450.47	3,658.49	1,468.36
1956	4/1/57	2,231.59		172.48	2,059.11	657.88
1955	4/1/56	1,599.70		143.75	1,255.97	432.28
Prior Years		2,052.11	\$433.86	393.25	1,658.88	54.91
		\$2,187,233.72		\$9,962.66	\$2,177,271.06	\$2,065,391.33

**ACTUAL COLLECTIONS DURING YEAR**

Grand List October 1	Taxes	Interest	Lien Fees	Total	Collectible Uncollectible 9/1/61
1960	\$1,992,437.94	\$ 880.47	\$186.75	\$1,993,318.41	\$ 87,125.89
1959	61,369.66	2,706.56	95.75	64,262.97	17,794.84
1958	4,571.81	528.96	60.00	5,196.52	5,772.33
1957	1,209.08	199.28	33.75	1,468.36	2,449.41
1956	520.51	103.62	11.25	657.88	1,538.60
1955	323.45	97.60	11.25	432.28	932.54
Prior Years	31.03	12.63	11.25	54.91	1,627.85
	\$2,060,463.46	\$4,529.12	\$398.75	\$2,065,391.33	\$117,241.46

**BOND INDEBTEDNESS**

Purpose of Bond Issue	Date of Issue	Amount of Issue	Rate of Interest	Outstanding Sept. 1, 1960	Paid Dur- ing year	Outstanding Aug. 31, 1961
High School	Mar. 1, 1952	1,565,000	1.6%	925,000	80,000	845,000
Schools	Sept. 1, 1955	1,140,000	2.7%	900,000	60,000	840,000
School	Dec. 1, 1957	642,000	3.4%	552,000	45,000	507,000
Hebron Ave. Add.	Sept. 1, 1959	149,000	3.7%	149,000	10,000	139,000
Town Off. Bldg.	Sept. 1, 1959	354,000	3.7%	354,000	20,000	334,000
<b>TOTALS</b>				2,880,000	215,000	2,665,000
Add Academy School Addition Issue at 3.5% dated Oct. 1, 1960						900,000
Add Buttonball Lane School Addition Issue at 3.5% dated Oct. 1, 1960						260,000
						3-825,000

**Debt Statement Based on Limitations under Section 7.374 of the  
1958 Revision of the General Statutes**

Assessed Value of taxable property October 1, 1960 .....	\$53,442,753
Assessed Value of tax exempt property .....	7,308,678
Total subject to debt limit .....	\$60,751,431
Debt limit of 10% thereof .....	6,075,143

**Summary of Indebtedness**

**Bonded Debt:**

School bonds of 1952 .....	\$ 845,000
School bonds of 1955 .....	840,000
School bonds of 1957 .....	507,000
School bonds of 1959 .....	139,000
General Bonds of 1959 .....	334,000
School bonds of 1960 .....	1,160,000
Deduct bond payment due 9/1/61 .....	\$3,825,000
	90,000
	\$3,735,000
Excess of debt limit over actual debt .....	\$2,340,143

**ADDITIONAL DEBT LIMITATIONS**

Debt limit at 3% for sewers .....	\$1,822,543
Sewer bonds, August 31, 1961 .....	1,484,000
Excess of debt limit over actual debt .....	\$ 338,543

**ADDITIONAL DEBT LIMIT FOR URBAN RENEWAL**

2% of debt limit .....	\$1,215,029
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## Auditor's Report

These are excerpts from the Auditor's Report of financial transactions during the 1960-61 fiscal year. The full report is on file in the office of the Town Clerk.

### SCOPE OF AUDIT

Our audit was conducted in accordance with the requirements of independent auditors, as set forth by the State Tax Commissioner, under authority of Chapter III of the General Statutes, Revision of 1958.

### CONDITION RECORDS AND CONDUCT OF OFFICES

Forms, as prescribed by the Tax Commissioner, are used by the Tax Collector and Town Treasurer. All expenditures, except the dog fund, are prepared on electric budget machines and are recorded on cards for each budget item. The Town has employed a full time town accountant, who supervises all financial transactions, as well as acting purchasing agent, except the Board of Education, which Board employs an accountant who is the business manager. The rate book and abstract is prepared by an electric addressograph machine. The records were found in much better condition this year, but improvements can be made, such as better filing, which requires additional file cabinets and improved filing.

### RESUME OF FINANCIAL TRANSACTIONS AND CONDITION

At a Council meeting, held on October 26, 1960, the budget as printed in the Annual Town Report and amounting to \$2,625,454.54, was adopted for the fiscal year ended August 31, 1961. This amount excludes a continued appropriation for the Town Court of \$425.00. At a meeting of the Board of Finance, held on February 7, 1961, tax rates on the taxable grand list of October 1, 1960 were voted as follows:

Town Proper — Basic		37½ Mills
Fire Zone (1)		2 Mills
(2)		1 Mill
(3)		½ Mill

The current budget operations for the fiscal year ended August 31, 1961 resulted in a net gain of \$168,989.34, a summary of which follows:

Revenue	2,625,454.54	\$2,759,461.28	\$134,006.74
Expenditures	2,625,454.54	2,590,471.94	34,982.60
Net Gain from Budget Operations			\$168,989.34

It will be noted that the sum of \$92,128.54 was appropriated from general fund surplus to finance the 1960-61 budget.

### CAPITAL RESERVE FUND

It is also of note that the Board of Finance recommended on October 4, 1961 the transfer of \$50,000.00 to the Reserve Fund for Capital Expenditures, effective as of August 31, 1961. No action has been taken by the Town Council on this transfer. At meetings of the Town Council, held as noted, the following appropriations were voted from the Reserve Fund:

4/26/61	Land and Well-Hopewell Road School	\$22,000.
	Land - Eastbury School	7,000.
7/10/61	Air Conditioners - Board of Education	3,500.
	Drawings - Hopewell Road School	28,500.

### BONDS AND NOTES

School bonds were issued for the financing of Buttonball School Addition and Academy Junior High School appropriations amounting to \$1,160,000. Sewer general obligation bonds were issued to finance sewer project appropriations amounting to \$1,484,000. Bonds were retired during the year amounting to \$215,000. Sewer bond anticipation notes were outstanding at the close of the year amounting to \$1,022,500 which were paid in full on September 14, 1961. Bonds and note indebtedness at August 31, 1961 totals \$6,331,500. All tax anticipation notes were paid during the year amounting to \$1,230,000.

### HOUSING AUTHORITY

The financial status and the results of operations of Welles Village by the Housing Authority for the year ended August 31, 1961 resulted in a net gain of \$34,753.15, a summary of which follows:

Income		\$125,491.32
Expenses		
Ordinary	\$37,568.67	
In Lieu of Taxes	25,542.00	
Interest on Mortgage	27,627.50	
		90,738.17
Net Gain		\$ 34,753.15

It will be noted that the mortgage was reduced during the year by the sum of \$12,418.42.

### CASH

All cash balances were verified and reconciled with confirmations received direct from the depositories. Receipts were properly and promptly deposited and could be traced to definite groups of deposits. Book balances were reconciled at least monthly except the Bond and Coupon account. There are no loose or improper methods in handling of cash.

### CASH DISCOUNTS

All cash discounts were taken when possible.

### UNCOLLECTED TAXES

A statement of property tax transactions during the year reflects uncollected taxes at August 31, 1961 of \$117,241.46 as compared with \$103,584.51 at August 31, 1960. Confirmations were mailed on November 1, 1961 to ninety tax delinquents owing taxes at October 27, 1961. One hundred and seven taxpayers had paid their taxes in full from September 1, 1961 to October 27, 1961, which taxes were unpaid on August 31, 1961. Replies were received from eleven taxpayers agreeing that their accounts were correct. There were no complaints or returns. Suspense lists were approved by the Board of Finance for uncollectible taxes on the lists of October 1, 1945 and 1951 to 1959. No list of uncollectible taxes was submitted by the tax collector on the list of October 1, 1960. It is going to be very difficult for the collector to collect delinquent taxes on automobiles because of the stagger system adopted by the State in issuing registrations.

### INVENTORIES—PERSONAL PROPERTY

The town accountant informed us that a complete inventory is now in process by each town department whereby each piece of equipment owned by the town will be permanently tagged and a card will be prepared to identify the equipment by departments. This inventory has not as yet been completed. It was, therefore, necessary for us to estimate the town-owned equipment at the close of the year.

### RECOMMENDATIONS

It is recommended that additional tables and file cabinets be purchased for the town clerk's vault and the accounting office. A re-arrangement could be made by installing a partition in the town manager's office to provide adequate working space.

### AUDITOR'S CERTIFICATE

We have examined the financial transactions recorded in the books and accounting records of the Town of Glastonbury for the fiscal year ended August 31, 1961. Our examination was made in accordance with generally accepted auditing standards and in accordance with the requirements of the State Tax Commissioner concerning municipal audits, and accordingly included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances. Information and explanations were obtained from officials.

H. N. ALEXANDER & COMPANY

Certified Public Accountants

## NOTES

## DATES TO REMEMBER

## 1961

September 1—Beginning of Fiscal Year  
 October 1—Personal Property Tax List Due  
 October 2—Election Day.  
 October—Annual Town Meeting on Budget  
 November 1—Last Date for Personal Property Tax List

**Municipal Holidays**  
 Labor Day  
 Columbus Day  
 Election Day  
 Veterans' Day  
 Thanksgiving Day  
 Christmas Day

## 1962

February—Board of Tax Review Meets  
 April 1—First Payment Taxes Due  
 June—Dogs Licensed  
 July 1—Second Payment Taxes Due  
 August 31—End of Fiscal Year

New Year's Day  
 Lincoln's Birthday  
 Washington's Birthday  
 Good Friday  
 Memorial Day  
 Independence Day

... Watch the newspapers for dates of hearings, making of voters and special meetings. Regular meetings of the Town Council are generally held the second Monday of each month, regular meetings of the Town Plan and Zoning Commission are generally held the second Tuesday of each month, and regular meetings of the Board of Finance are generally held the first Tuesday of each month. Dates of special meetings and meetings of other Boards and Commissions are announced in the newspapers in advance of meetings. These meetings are all public meetings, and you are urged to attend . . .

## FACTS TO REMEMBER

Library Hours: Welles-Turner—Monday, Wednesday and Friday, 9 A.M. to 9 P.M.

Tuesday and Thursday, 9 A.M. to 6 P.M., Saturday 9:30 A.M. to 12:30 P.M.

Closed Saturday mornings during July and August.

South Glastonbury—Monday and Thursday, 1:30 P.M. to 4 P.M. and 7:30 P.M. to 9 P.M. Watch newspapers for summer hours.

East Glastonbury—Monday and Thursday, 2 P.M. to 4:30 P.M. and 7 P.M. to 9 P.M.

Watch newspapers for summer hours.

Town Office Building Hours: Monday through Friday, 8:30 A.M. to 4:30 P.M.

Board of Education Office Hours: Monday through Friday, 8:30 A.M. to 4 P.M.

Town Tax Bills: Interest on unpaid taxes accumulates at rate of 6% per annum, starting one month after due date of taxes, effective from the due date.

Personal Property Tax List: 10% added to total if list not declared by November 1.

Veterans' Discharges: Bring to Town Clerk's Office for recording by November 1, for tax exemptions.

## ADMINISTRATIVE OFFICIALS

Town Manager	Acting Health Officer	Fire Chief
DONALD C. PEACH	DR. CHARLES R. PREBLE	ALBERT W. DICKAU
Superintendent of Schools	Highway Superintendent	Fire Marshal
LAURENCE PAQUIN	ANGELO MALASPINA	ALBERT W. DICKAU
Accountant	Insurance Agent of Record	Town Clerk
CARMELO J. BUTERA	ALVAR ANDERSON	JOHN A. MILLER
Assessor	Recreation Director	Treasurer
RAY W. WALZ	RANDOLPH E. EDWARDS	CHARLES W. SCHIEDING
Building Inspector	Sanitarian	Tree Warden
JOHN W. HARRY	JOHN POTKAY	GEORGE H. SHIPMAN
Business Manager of Schools	Tax Collector	Welfare Director
E. JOHN VINCENTI	DOROTHY B. FINNEY	HAZEL N. HUTT
Chief of Police	Town Attorney	Fire Wardens
TERRENCE J. MCKAIG	EDWARD C. WYNNE, JR	ALVAH A. RUSSELL
Civil Defense Director	Dog Warden	District Warden
RICHARD W. KITSON	JOSEPH BISI	ALBERT CHAPMAN
Health Officer	Engineer	NORWOOD FRYE
DR. JOSEPH RAFFA	WILLIAM D. E. COLGAN	CHARLES BUSSA
		HARRY EVANS, JR.

Bulk Rate  
U. S. Postage  
Glastonbury, Conn.  
PERMIT NO. 133

**FIRE EMERGENCY ME 3-9421**  
**POLICE EMERGENCY — ME 3-9411**

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.

**FOR ANSWERS ON:**

Administration.....  
Assessments.....  
Bills and Accounts.....  
Birth Certificates.....  
Building Permits.....  
Dead Animals.....  
Death Certificates.....  
Deeds for Properties.....  
Dog Licenses.....  
Dog Problems.....  
Education.....  
Elections.....  
Engineering.....  
  
Fire (routine).....  
  
Health Matters.....  
Libraries.....  
Nursing.....  
Permits for Burning.....  
Police (routine).....  
Recreation.....  
Sanitary Sewers.....  
Schools.....  
Snow Removal.....  
Street Maintenance.....  
Taxes.....  
Town Farm.....  
Voting and Registration.....  
Welfare and Relief.....  
Zoning.....

**CALL THE:**

**WHOSE PHONE IS:**

Town Manager ..... ME 3-4633  
Assessor ..... ME 3-4633  
Accountant ..... ME 3-4633  
Town Clerk ..... ME 3-4633  
Building Inspector ..... ME 3-4633  
Dog Warden ..... ME 3-7493  
Town Clerk ..... ME 3-4633  
Town Clerk ..... ME 3-4633  
Town Clerk ..... ME 3-4633  
Dog Warden ..... ME 3-7493  
Superintendent of Schools ..... ME 3-9437  
Town Clerk ..... ME 3-4633  
Town Engineer ..... ME 3-4633  
    Co. No. 1, Center ..... ME 3-9390  
    Co. No. 2, So. Glastonbury ..... ME 3-1531  
    Co. No. 3, E. Glastonbury ..... ME 3-1983  
Fire Commissioners ..... ME 3-1542  
Health Officer ..... ME 3-4688  
Welles-Turner Library ..... ME 3-1300  
Visiting Nurse Association ..... ME 3-2011  
District Fire Warden ..... MI 3-6889  
Police Department ..... ME 3-9411  
Recreation Director ..... ME 3-4633  
Town Engineer ..... ME 3-4633  
Superintendent of Schools ..... ME 3-9437  
Town Garage ..... ME 3-1189  
Town Garage ..... ME 3-1189  
Tax Collector ..... ME 3-4633  
Still Hill Boarding Home..... ME 3-7328  
Town Clerk ..... ME 3-4633  
Welfare Director ..... ME 3-4633  
Building Inspector ..... ME 3-4633