



ANNUAL
TOWN REPORT
1961-1962
GLASTONBURY CONNECTICUT

COVER ILLUSTRATION

The cover illustration is a scene along a country road. Glastonbury has many such scenes; it has a rural charm and atmosphere that is prized by its citizens.

There is a danger that the rural aspects of the Town will disappear as a result of the unprecedented growth which the Town faces. Few would deny this growth, but most would guide it so that the values which set Glastonbury apart may be preserved.

One of the agencies that will play an important role in the preservation of the rural qualities of the community is the Conservation Commission recently established by an Ordinance of the Town Council.

The Commission has undertaken studies and made suggestions to the Town for implementing a definite conservation program based upon a sound philosophy and understanding of conservation of natural resources.

A report on future open space and recreational needs prepared in cooperation with the Recreation Commission presents such a program. This report plus a report entitled "Connecticut's Natural Resources—A Proposal for Action" by Mr. William H. Whyte, a national authority on open space preservation, is available at the Town Manager's Office.

The Commission strongly urges all people interested in preserving the natural heritage of Glastonbury to obtain copies of these reports.

ACKNOWLEDGEMENTS

The assistance of all concerned in the preparation of this report, particularly those citizens who took time away from busy schedules to assemble and prepare copy and illustrations, is gratefully acknowledged. Without their full cooperation, this report could not have been completed.

Cover Illustration by MRS. A. LUYTJES

Printed by THE PYNE-DAVIDSON CO.

ANNUAL TOWN REPORT 1961-1962 Glastonbury, Connecticut

TABLE OF CONTENTS

	Page
Elective Town Officials	2
Administrative Officials	2
Dedication—The Volunteer Fire Companies	3
Letter of Chairman of Town Council	6
Letter of Town Manager	7
Town Council Actions—A Review	8
In Appreciation	9
Citizen Agencies	10
Your Town	14
General Government	
Financial Administration	15
Board of Tax Review	15
Town Clerk	16
Elections	16
Development and Industrial Commission	17
Town Plan and Zoning Commission	18
Town Attorney	19
Public Safety	
Police Department	20
Auxiliary Police Ambulance	21
Board of Fire Commissioners	22
Fire Marshal	23
Civil Defense	24
Dog Warden	24
Welfare Department	25
Libraries	26
Health and Sanitation	
Sewer Commission	28
Health Department	30
Visiting Nurse Association	30
Public Works	
Highway Department	31
Tree Warden	33
Town Engineer	34
Parks and Public Grounds Department	35
Building Inspection	36
Zoning Board of Appeals	37
Recreation Commission	38
Education	
Letter of Chairman of Board of Education	40
Board of Education	41
Report of Superintendent of Schools	42
Finances	
Letter of Chairman of Board of Finance	44
Reserve Fund	45
1962-63 Budget	46
Revenues and Expenditures	48
Per Capita Costs	49
Cash Receipts and Disbursements	50
Sewer Project Financing	51
Some Cost Comparisons	51
Tax Collections	52
Bond Indebtedness	53
Auditor's Report	54
Looking Ahead	56

Elective Town Officials

TOWN COUNCIL

**Robert D. Bowden '63
J. Keith Gustafson '63
George T. LaBonne, Jr. '63
Robert Merritt '63
Russell Naughton '63
Martin L. Roser '63
George D. Royter '63
Paul Silvergleid '63
*Richard G. Williams '63

BOARD OF FINANCE

Henry S. Beers '63
William B. Glotzer '65
*John Q. Goodrich '67
Earl H. Hodge '63
Thomas M. Murphy '67
George W. Trepp, Jr. '65

BOARD OF EDUCATION

James F. Breen '65
Alice G. Davis '67
*John M. Finney '65
Eleanor R. Geiser '67
William L. McCaw, Jr. '63
V. E. Poepelmeler '63

ZONING BOARD OF

APPEALS
Richard W. Allen '63
*H. Alden Jackson '63
Philip Locke '65
**James McIntosh '65
Howard Sprenkle '65

ALTERNATES

Donald Cyr '63
William R. Johnson '63
Justus A. Littel '63

FIRE COMMISSION

Gerald D. Cusson '65
*Robert J. Lewis '67
Lyman F. Matson '63
Ernest E. Novey, Jr. '65
Robert G. Parks '63
Bernard Sweetland '67

SELECTMEN

John A. Carini '63
Herbert T. Clark '63
John Luchs, Jr. '63

TOWN REPRESENTATIVES

1963-64
Homer G. Scoville
Jean T. Thornton

BOARD OF TAX REVIEW

Hugh S. Crim '63
Richard Katz '63
*Merritt B. Pratt '63

REGISTRARS OF VOTERS

Elizabeth D. Wilcox '63
Florence Z. Henderson '63

JUSTICES OF THE PEACE

Marlo L. Accornero '63
Philip J. Baribault, Jr. '63
Francis B. Barnett, Jr. '63
Dwight A. Blish '63
Catherine J. Carini '63
Sebastian Catana '63
James W. Cannors '63
William K. Hudson '63
Mary R. Lamphire '63
Thomas D. Leahy '63
Edward W. Lingner '63
Richard B. Moore '63
Thomas M. Murphy '63
Otto W. Pfau '63
Butler L. Ripley '63
Margaret Nelson Stone '63
Robert D. Viena '63
Carl W. Skold '63
James H. Wehrly '63

*Chairman

**Vice-Chairman

Administrative Officials

TOWN MANAGER

Donald C. Peach

SUPERINTENDENT OF SCHOOLS

William M. Mahoney

ACCOUNTANT

Carmelo J. Butera

ASSESSOR

Ray W. Walz

BUILDING INSPECTOR

John W. Harry

BUSINESS MANAGER OF SCHOOLS

E. John Vincenti

CHIEF OF POLICE

Terrence J. McKaig

CIVIL DEFENSE DIRECTOR

Richard W. Kitson

HEALTH OFFICER

Dr. Joseph Raffa

ACTING HEALTH OFFICER

Dr. Charles R. Preble

HIGHWAY SUPERINTENDENT

Angelo Malaspina

INSURANCE AGENT OF RECORD

Alvar Anderson

PARKS AND GROUNDS FOREMAN

John Baylis Earle

RECREATION DIRECTOR

Randolph E. Edwards

SANITARIAN

John Potkay

SANITATION SUPERINTENDENT

Alvin L. Bean

TAX COLLECTOR

Dorothy B. Finney

TOWN ATTORNEY

Edward C. Wynne, Jr.

DOG WARDEN

Joseph Blis

ENGINEER

William D. E. Colgan

FIRE CHIEF

Edward Siwy

FIRE MARSHAL

Howard Horton, Jr.

TOWN CLERK

John A. Miller

TREASURER

Charles W. Schieding

TREE WARDEN

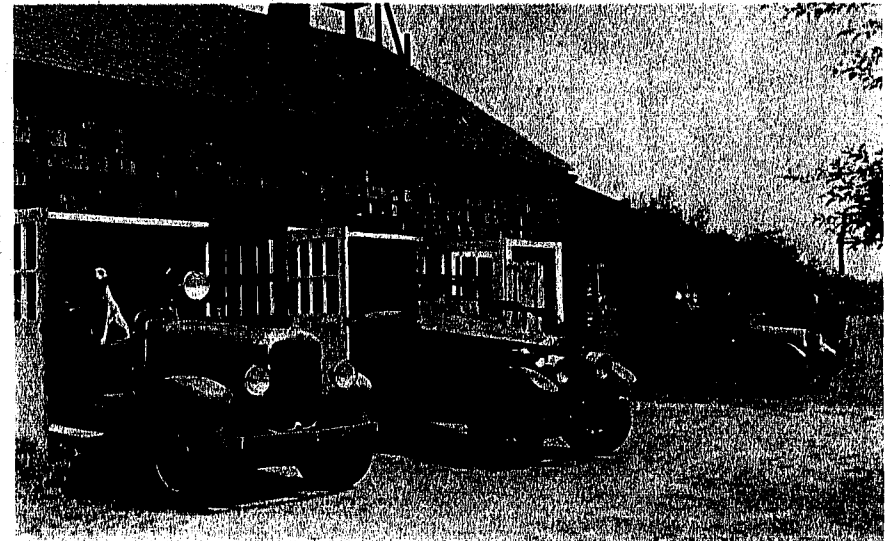
George H. Shipman

WELFARE DIRECTOR

Hazel N. Nutt

FIRE WARDENS

Alvah A. Russell,
District Warden
Albert Chapman
Norwood Frye
Charles Bussa
Harry Evans, Jr.



Picture courtesy of Mrs. Philomena Emerick

Taken in 1931 this picture shows the firehouse in the rear of Chief Muccio's house on Naubuc Avenue. From the left is the 1929 American LaFrance pumper, Albert Dickau driving, the 1922 Packard hose truck with Rudy Drusbacky driving, and the old Reo from the Center Hose Company.

DEDICATION—THE VOLUNTEER FIRE COMPANIES

Years ago many services to the community were carried out by citizens who did for themselves what government must do for them today. This tradition still lives in the Volunteer Fire Companies. Volunteers devote many hours of their own time to their companies. They must know their equipment, be familiar with new methods of fire fighting, and be prepared at any time to risk their lives saving lives and property.

The Volunteer Fire Companies in Glastonbury have a long history. Oldtimers recall that one of the first organized groups of firemen was for protection of the cotton mills in Cotton Hollow in South Glastonbury during the early 19th century. Sometime around the turn of the century, the East Hartford Water Company laid the first mains in Glastonbury and placed hydrants along some town streets.

About 1920, a number of businessmen decided to do something about organizing a fire company. These men, Mr. William Gates, Mr. James McAvoy, Mr. George Affleck, Mr. Ben Cooley, and others organized the Center Hose Company. Their first purchase was a hand-drawn gig which was housed in a garage near the present Old Dutch Restaurant. Later a 50 gallon chemical tank and a Reo hose wagon were obtained. The group had a telephone setup and a gong for fire alarms. One of the worst fires was at the home of Lewis Kinne at Chestnut Hill and Main. On the way to the fire, the wheels fell off the gig while it was being towed.

In 1926 a disastrous fire occurred in South Glastonbury that was narrowly prevented from burning out the center of the village. Steps were taken to form a fire company in 1927 with Herbert Clark as Chief, hydrants were installed and an old Reo pumper was purchased from Mr. William Purtil. This was the first pumper in Town.



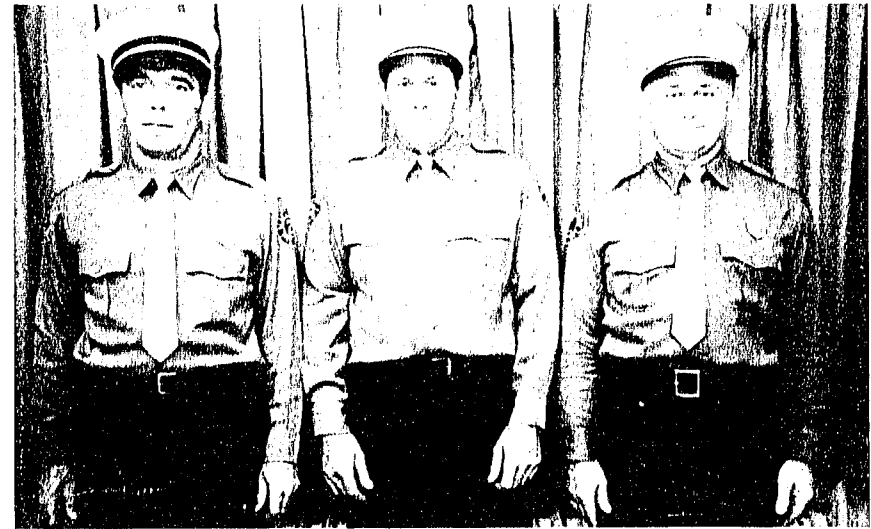
Picture courtesy of Mrs. Philomena Emerick

Old Center Hose Company about 1927. From left, first row, seated—Arthur Jacobs, Robert McKenna, Howard Stafford; second row, seated—Henry Gaines, Leon House, Ben Cooley, William Gates, Michael Muccio, Walter Parker, Raymond Olcott, Willard Phelps; third row, standing—James McAvoy, Gus Bantle, Arthur Goodrich, Tony Kocum, Bill Zerver, Charles Goodrich, John Bantle, Jack Touhey.



Picture courtesy of Mrs. Philomena Emerick

Glastonbury Fire Department members photographed on the Green in 1934 or 1935. Front row, seated, from left—Harold Crozier, Edward Dickau, Michael Muccio, Willard Bossung, William Connery. Back row, standing, from left—Joseph Milek, Frank Emerick, Louis Siwy, Francis Muccio, Gordon Wooldridge, Earl Flood, Michael Milek.



1962: From left—Assistant Chief Edward Tyrol, Fire Marshal Howard Horton, Jr., Chief Edward Siwy.

Also in 1927, the Naubuc Fire District was organized with Michael Muccio as Fire Chief. The District taxed itself to provide fire protection, street lighting, and to build sidewalks. The first equipment was a 1922 Packard followed by a 1929 American LaFrance pumper, the first modern pumper.

At about this time there were the Glastonbury, South Glastonbury, Center, Naubuc, Hebron Avenue, Addison, and Taylortown Fire Districts, each with the power to levy and collect taxes. The three fire zones today are vestiges of the old districts. In 1931 the Naubuc, Center and Hebron Avenue Districts combined to form the Glastonbury Fire Department under Chief Michael Muccio. It is interesting to note that anyone outside the District had to pay \$50 in case of a fire or nothing moved.

In 1938 a PWA project made possible the renovation of the old First District School at the corner of Main and Naubuc into a modern fire headquarters. It was dedicated in 1940. William Connery was Chief at the time, having been selected following the death of Chief Muccio in 1937.

In 1943 the recommendations of a study committee were approved at a Town Meeting, such recommendations calling for a Town-wide fire protection organization. The East Glastonbury Fire Company was started at about the same time, and the Glastonbury Fire Department as it exists today took form.

Under Chief Albert Dickau, who succeeded Chief Connery, and under Chief Edward Siwy, who was recently appointed, the Fire Department has continued to grow and provide fire protection to the townspeople at little cost.

At the present time there are about 50 active members in Company No. 1 (Center), and 30 each in Company No. 2 (South Glastonbury) and Company No. 3 (East Glastonbury).

These volunteers deserve a vote of thanks from all the citizens of Glastonbury. In recognition of their selfless service and invaluable contribution to the community, this 1961-62 Annual Town Report is respectfully dedicated.

town of **Glastonbury** Connecticut



TOWN MANAGER

To Our Fellow Citizens,

During the past year Mr. Harley J. Brook, a charter member of the Council, resigned because business required his leaving Glastonbury. We were all sorry to see Harley go but are glad to welcome Mr. Martin Roser as his successor.

A few of the highlights of the Council's work for the past year are as follows: a Conservation Commission was established which has already taken steps to provide land for future recreational areas. A Road Evaluation Committee was appointed and asked to study our present highway system and to recommend a program for its improvement. The first step to implement its recommendation has been taken. A second Charter Revision Commission has studied the Charter and made recommendations for changes to be submitted to the voters in November. They include the establishment of a Personnel Appeals Board. During the year two other commissions were appointed, an Historic District Study Commission and a Pension Plan Study Committee. The Historic District Study Commission is to determine the advisability of an Historic District in Glastonbury. The Pension Plan Study Committee is to make a recommendation on the advantage of remaining with the "State" plan or transferring to a private plan. This committee will report during the winter of 1963. The Glastonbury Memorial Park was established in the rear of the Town Office Building and a section of it has been designated as the Lewis W. Stevenson Memorial Plaza. Glastonbury's first public parking lot was purchased, another action providing for present and future needs.

There were many ceremonial events during the year and I would like to express my appreciation to those who gave me the opportunity to take part in them. One of these was a visit by representatives from Glastonbury, England.

The year has been characterized by cooperation between the Council and all other Town Departments, both elected and appointed, and I want to take this opportunity to express the appreciation of the Council and myself to all those who are working so closely with us for the benefit of our Town. I also want to thank those townspeople who have attended our Council meetings and have participated in them. I hope this will continue and that many more will attend our meetings and take part in the discussion of the many questions before the Council.

Respectfully submitted,

The Glastonbury Town Council

Richard G. Williams
Richard G. Williams, Chairman

town of **Glastonbury** Connecticut



TOWN MANAGER

To the Town Council and Citizens of Glastonbury:

This is the third annual report it has been my privilege to present as your Town Manager. An important aim of an annual report is to give each citizen a chance to review the events of the year and evaluate some of the goals for future years. In many instances progress has been made. In many areas much remains to be done.

One of the matters most frequently mentioned by agencies and departments is the increase in demand for the public services they provide. It is apparent from all statistics that Glastonbury is entering a period of substantial population growth and development. It is equally apparent that there are many dedicated and thoughtful public officials who are conscious of the problems that such growth and development bring and the need to anticipate and prepare for them.

It is also gratifying to note that many citizens not officially connected with local government are taking an active, unselfish interest in community affairs. There is no greater asset to a community than an alert, informed, and intelligent citizenry. Glastonbury is indeed fortunate that so many of its new as well as its long-time citizens are of this caliber. Without them, the challenge of the decisive years ahead could not be met.

Sincerely yours,

Donald C. Peach

Donald C. Peach, Town Manager



GLASTONBURY TOWN COUNCIL. Sitting, L. to R.—Martin L. Roser, Paul Silvergield, Robert D. Bowden, Vice-Chairman; George T. LaBonne, Jr., Richard G. Williams, Chairman; Robert Merritt, George D. Royster, J. Keith Gustafson. Standing—Donald C. Peach, Town Manager; Doris P. Pratt, Council Clerk. Councilman Russell Naughton, absent.

TOWN COUNCIL ACTIONS: A Review

The Town Council

- is composed of nine members elected biannually.
- is the legislative body of the Town responsible for policy decisions.
- supervises the Town Manager and the agencies and commissions it appoints.
- held 13 public hearings last year on 31 separate items.
- met 24 times in special and regular sessions.

FINANCE AND TAXATION

- ☆ Adopted, after a careful evaluation of agency and departmental requests, a budget for the 1961-62 fiscal year of \$2,979,511 with a basic tax rate of 38.5 mills and rates of one-half, one, and two mills in the three fire zones.
- ☆ Authorized a review of residential assessment classifications by a professional firm of appraisers to correct apparent inequities in residential assessments.
- ☆ Obtained appraisals on the old Town Office Building and old Town Records Building, reviewed several offers for sale, and recommended to a referendum the sale of the old records building for \$12,000 to DeGemmis Bros., Inc.
- ☆ Approved a revised salary plan and job classification for general town employees, and appointed a committee to review the present pension plan for town employees.
- ☆ Established an Insurance Reserve Fund to permit savings in insurance premiums by providing for increased deductibles and a measure of self-insurance.

COMMUNITY DEVELOPMENT

- ☆ Adopted an Ordinance establishing a Conservation Commission and prescribing its duties.
- ☆ Appointed a Charter Revision Commission to consider proposed revisions and voted to submit their recommended revisions to a referendum.
- ☆ Appointed an Historic Zone Study Committee and received a report recommending the establishment of an historic district on both sides of Main Street from the Southern New England Telephone Company building south to Hubbard Street.
- ☆ Adopted an Ordinance providing for the establishment and maintenance of a Glastonbury Memorial Park on lands behind the new town office building.

PUBLIC WORKS AND IMPROVEMENTS

- ☆ Recommended to a referendum an appropriation of \$925,000 to construct and equip the Hopewell Road Elementary School.
- ☆ Appointed a Highway Evaluation Committee to make a study of the condition of town roads and develop a schedule of priorities for their repair and improvement.
- ☆ Authorized the construction of sidewalks along Buttonball Lane to correct hazardous walking conditions, part of the cost being paid by the Town and part by the property owner.
- ☆ Adopted an Ordinance appropriating \$22,500 for the purchase in the center of a parking lot currently being leased to the Town by Tidewater Oil Company.
- ☆ Accepted a report on the Center traffic problem from the Safety Commission which provided that angle parking be retained for a period of study and other plans be temporary installations until their adequacy is approved.
- ☆ Accepted as town roads Harvest Lane, West Ledge Road, and sections of Karen Lee Road, Farmcliff Road, and Cortland Lane.
- ☆ Authorized the expenditure of \$1,300 for the development of requirements and preliminary plans for an addition to the Welles Turner Memorial Library.

HEALTH AND SANITATION

- ☆ Adopted an Ordinance providing for collection of sewer assessments.
- ☆ Adopted an Ordinance outlining procedures by which sanitary sewer systems may be constructed and extended and benefits assessed.
- ☆ Adopted an Ordinance providing for deferred assessments of trunk sewer costs.
- ☆ Adopted an Ordinance regulating the use and operation of the Glastonbury Sanitary Land Fill Area.
- ☆ Directed the Public Building Commission to locate a site of not less than 30 acres for sanitary land fill purposes.
- ☆ Adopted an Ordinance providing for levying and collecting assessments of benefits for trunk line sewers from unassessed lands before permitting connections.
- ☆ Adopted an Ordinance regulating the dumping or depositing of refuse in the Town of Glastonbury.

IN APPRECIATION

There are many citizens who have had no official connection with town affairs, yet by means of bequests or contributions of time, money, or work, have given unselfishly towards their community. The Town Council and all agencies and departments of the Town join in expressing their appreciation to the *Service Club*, which is developing a portion of the park behind the Town Office Building in memory of Lewis Stevenson.

the *Cotton Hollow Club*, which gave 2.5 acres of land to the Town to extend the area around the Grange Pool off Hopewell Road.

the late *Cornelia H. Nearing*, whose will created a trust providing annual funds to be used for library purposes.

the late *Eveline Miller*, who willed \$500 to the Town for the purchase of library books.

the *Women's Club*, which had a magnolia tree planted on Town Office Building grounds in memory of Mrs. Annie P. Hurlburt.

the *Chamber of Commerce*, which provided signs announcing Glastonbury, such signs to be installed at major highway entrances to the Town.

the *American Legion*, which donated signs warning of school locations, such signs to be placed in the vicinity of schools.

the *Glastonbury Garden Club*, which set out tubs of flowers in the Center in a program to beautify the area.

Citizen Agencies

The strength of the democratic system is in an alert and informed citizenry. One of the admirable characteristics of Glastonbury is the number of citizens who take an active and constructive part in local affairs through their service on Town committees and commissions.

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 Altmeyer, Jr. '64
Henry Carini '63

CHARTER REVISION COMMISSION

Elizabeth K. Brown
S. Ottaley Carrier
*Robert E. Goodrich
Annette J. Jurev
Thomas J. Moriarty
Alice A. Poepfmeier
Robert D. Viens

CONSERVATION COMMISSION

Ruth R. Bergengren '63
Aloha H. Buck '63
Dr. B. Baylis Earle '65
*Dr. Charles W. Parton '67
Edward A. Richardson '67

DEVELOPMENT AND INDUSTRIAL COMMISSION

James T. McCabe '65
John Monaco '63
J. W. Purtill '63
Frederick Riggs '65
*Delmar O. Thornton '63

HERITAGE COMMITTEE

Robert Arnold
Clifton Austin, Jr.
Richard Conant
Alfred DeGemmis, Jr.
Arline Dilts
*J. Bard McNulty
Barbara Merritt
Elizabeth Newton
Dr. James Walker

HISTORIC DISTRICT STUDY COMMITTEE

Robert Arnold
Clifton Austin, Jr.
Richard Conant
*J. Bard McNulty
Dr. James Walker

*Asterisk denotes Chairman.

HOUSING AUTHORITY

Michael Bisi '63
Mervin Edmohston '65
*Arthur Goethner '67
Charles F. C. Hutt '64
Graham E. Tyrol '65

INCORPORATORS FREE ACADEMY

Byron H. Griswold '67
Robert Henderson '65
Robert M. Taylor '63

INSURANCE ADVISORY COMMISSION

*Alvar H. Anderson
Phillip S. May
Donald C. Peach
Russell D. Reddig
E. John Vincenti

JURY COMMITTEE

J. Daniel Ferraris '67
Nora Hughes '65
*Addie M. Tiger '63

PARKING AUTHORITY

Phillip Baribault '63
*William Hudson '63
Helen Phinney '63
Butler Ripley '65
John Tubiak '65

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

PUBLIC BUILDING COMMITTEE

John T. Baird '65
Howard S. Bidwell '63
John A. Carini '65
*John Gregory '63
Carl Larson, Jr. '63

RECREATION COMMISSION

Robert Fleming '65
Bernard W. Funk '63
Cecelia Glick '65
Peter Monaco '63
*Harry Nickel '65
Merritt B. Pratt '63

Year denotes expiration of term.

REFUSE DISPOSAL STUDY COMMITTEE

*Alvar H. Anderson
Lee T. Levitow
John Luchs, Jr.

ROAD EVALUATION COMMITTEE

*Richard S. Buck
William D. E. Colgan
William F. Connery
Thomas J. Moriarty
Donald C. Peach

SAFETY COMMITTEE

Fred. W. Brunkhardt '63
Edward H. Budd '65
John Davis '65
William Faber '63
Robert H. Fairchild '63
Frank Garavelli '65

SEWER COMMISSION

*Edwin B. Burdick '65
Joseph Falk '63
Alden G. Hastings '65
Howard R. Kirck '65
John S. Purtill '63
George W. Ripley '63
Henry Saglio '63

VOTING DISTRICT STUDY COMMITTEE

John Gregory
James McIntosh
Emily Pickford
Jean Thornton
Elizabeth Wilcox
Edward C. Wynne

WELFARE ADVISORY COMMITTEE

*Mario Accornero '63
Maurice Chevalier '67
Annette J. 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

BUILDING BOARD OF APPEALS

Appeals are made by property owners or builders to this Board from decisions of the Building Inspector concerning interpretations of or variances from the Building Code. One case was heard last year concerning ceiling height and stair width restrictions.

CAPITOL REGION PLANNING AGENCY

During the year a six months' study of mass transportation in the Capitol Region was completed, and a report on alternative possibilities for regional development was prepared. The Agency also participated in a refuse disposal study for an eight town area.

CHARTER REVISION COMMISSION

The Commission assumed the task of reviewing and analyzing the Town Charter in the light of two years' experience. After a series of meetings and public hearings, a number of revisions were recommended to the Town Council which voted to place them on the voting machines for the fall election.

CONSERVATION COMMISSION

Organized in the fall of 1961 to review and suggest definite conservation programs, the Commission prepared a report on future open space and recreational needs in cooperation with the Recreation Commission. It requested and obtained the right to review all future local and state highway construction plans in order to prevent destruction of shade trees.

HISTORIC ZONE STUDY COMMITTEE

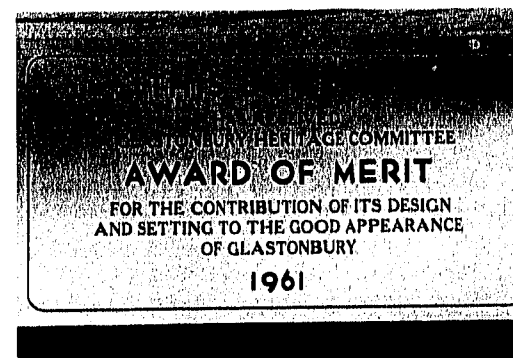
After months of study and the holding of a number of public hearings, the Committee selected an historic district on both sides of Main Street from the Southern New England Telephone Company property south to Hubbard Street. An ordinance creating an historic zone to include this area was recommended to the Council.

INCORPORATORS FREE ACADEMY

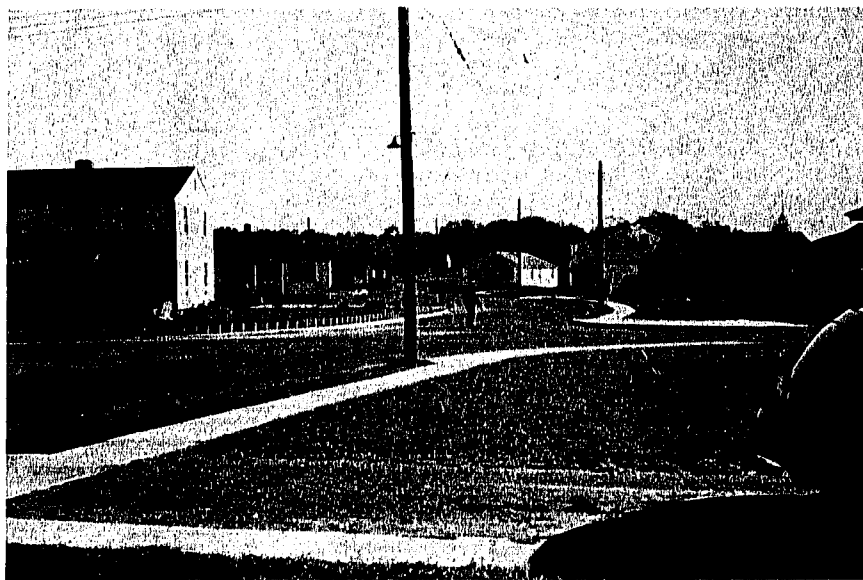
Supervising the use of funds in the name of the Free Academy, the Incorporators authorized the expenditure of \$3,000 for school library books, \$1,500 for the Junior High School, and \$1,500 to the Senior High School.

HERITAGE COMMISSION

The Commission acted in numerous instances as a consultant to both public and private groups in planning for new construction. It is the intent of the Commission to contribute to the preservation of the colonial heritage of the Town and to encourage new construction to be undertaken with some consideration of good appearance and attractiveness.



An Award of Merit is made by the Heritage Commission to those buildings contributing to the good appearance of the Town.



View of section of the Welles Village Housing Project.

HOUSING AUTHORITY

The Authority is responsible for the supervision of Welles Village, a 199-unit public housing development. For the first time in five years, a modest increase in rents was authorized to help defray sewer assessments and meet rising costs. Reports of fiscal operations emphasize sound fiscal management.

INSURANCE ADVISORY COMMITTEE

The Committee continued its review of insurance coverages and recommended that fire insurance deductibles be increased, making savings possible in premiums. It also supervised the operation of an Insurance Reserve Fund, established as a result of favorable experience with a retrospective rating plan of insurance.

PARKING AUTHORITY

A major event of the year was the negotiation for purchase of a municipal parking lot site north of the Post Office in the Center. The Authority, conscious of a need for the relief of congestion in view of continued community growth, worked jointly with other Town commissions in seeking further solutions to parking problems.

PUBLIC BUILDING COMMITTEE

Two major projects were under way during the year. The Committee supervised the Academy Junior High School Conversion project and the construction of the Hopewell Road Elementary School. Among other duties, it carried out a search for a sanitary land fill site, and arranged for preliminary planning of an addition to the Welles-Turner Library.

REFUSE DISPOSAL STUDY COMMITTEE

The Committee completed its analysis of present refuse collection and disposal practices and recommended that the present unsanitary, odorous, and rat-infested open dump be discontinued and replaced by a modern sanitary land fill operation.



Sign in Center showing accidents, injuries, and deaths remind us of need for safe driving.

SAFETY COMMISSION

The Commission presented a plan to the Town Council for the alleviation of unsafe traffic and pedestrian conditions in the Center. It also evaluated and suggested solutions to a variety of problems involving traffic hazards, school safety, crosswalks, sight lines, employee safety programs, and traffic control measures.

ROAD EVALUATION COMMITTEE

Charged with the development of a schedule of priorities for the reconstruction of Town roads, the Committee presented a detailed three-year program calling for reconstruction of sections of Griswold, Hopewell, and Wickham Roads in 1962-63; Hebron, Prospect, and Hopewell in 1963-64; and House and Hopewell in 1964-65. These recommendations were based on a study of road conditions, safety hazards, and traffic volumes.

VOTING DISTRICT STUDY COMMITTEE

The Committee was appointed to investigate the need and desirability of creating additional voting districts and polling places. A report, split along party lines, recommended, in one case, the retention of the High School as a central polling place until it can no longer accommodate the voting population when division into three voting districts should be made; and, in the other case, the immediate establishment of multiple polling places and districts, preferably five in number.

WELFARE ADVISORY COMMITTEE

Carrying out its duties of advising the Council on use of welfare funds and reviewing welfare operations, the Committee prepared a report recommending the retention of the Town farm from a cost and service viewpoint, and met with the Housing Authority on several occasions to consider problems of mutual interest.



View of one of many scenic wooded areas in Glastonbury. Rural atmosphere and countryside attracts many new residents.

Your Town

- History** Settled about 1650 as a part of Wethersfield and incorporated as a separate Town in 1693. Named from a town in Somersetshire, England, with which a "sister-city" relationship has been established.
- Population** In 1962, estimated to be 16,000, an increase of 1500 persons since 1960. Population is expected to increase at an annual rate of 800 to 1200 for a number of years.
- Schools** Eight modern public schools, including a senior high school and junior high school, serving 4099 pupils. A new elementary school, the Hopewell Road Elementary School, has just been built.
- Government** A Council-Manager form of government adopted by Charter in 1959. There are 54 full-time Town employees and 300 Education employees.
- Finances** A 1962-63 operating budget of \$2,775,740 and a budget for debt service of \$511,760. Tax rate for 1961-62 was 38.5 mills with an additional tax of 2, 1, and 0.5 mills in three fire zones.
- Recreation** Three Town parks of about 20 acres total plus recreation areas associated with school sites. Facilities include 7 playgrounds, 9 ballfields, 6 tennis courts, 4 basketball courts, a swimming pond, a community pool, and numerous picnic areas. Within the Town is a golf course, a portion of Gay City State Park, and state forest acreage.
- Churches** Twelve churches serving the following denominations: Congregational (3), Catholic (2), Greek Catholic, Episcopal (2), Methodist (2), Baptist, and Lutheran.

Financial Administration

Per Capita Cost \$2.68 in 1961-62
2.40 in 1960-61
2.00 in 1959-60

EIGHT MAJOR FUNDS ARE MAINTAINED BY ACCOUNTING OFFICE

The records of almost all funds are kept in the central accounting office. Cash transactions totaled almost \$5,000,000 last year. The Town Accountant reconciles the various bank accounts, supervises expenditures, and with the cooperation and advice of the Town Treasurer invests idle funds. In 1961-62, the Accountant in reconciling bank accounts processed 5,312 accounts payable checks and 10,350 payroll checks of which 2,375 accounts payable and 6,572 payroll checks were for the Board of Education. In the purchasing function, the Accountant reviewed 1,499 requisitions and issued 1,021 purchase orders after obtaining bids and price quotations. On investments of idle funds \$14,294.22 was earned in 1961-62. This compares with \$1,555.93 interest earned on investments in 1958-59 and \$1,122.88 earned in 1959-60.

TAX COLLECTOR ASSUMES DUTIES OF SEWER ASSESSMENT COLLECTIONS

During the year the Tax Collector was assigned the duty of collecting some 800 sewer assessment accounts in addition to keeping pace with a constantly growing number of tax accounts. Over the past four years the cost of collection per tax account has remained fairly constant: 90¢ in 1958-59 (8,897 accounts), 97¢ in 1959-60 (9,312 accounts), 93¢ in 1960-61 (9,477 accounts), and 97¢ in 1961-62 (10,419 accounts). It is expected that the addressograph operation will assist in keeping the per account cost at a constant level.

RESIDENTIAL ASSESSMENT CLASSIFICATION REVIEW NEARS COMPLETION

As a result of citizen interest in the question, the Town Council authorized funds to employ a firm of appraisers to review the residential assessment classifications. This project is nearing completion, and approximately 1,000 homes have been reclassified in order to arrive at more equitable tax assessments. The owners of such homes will be notified of any increases or decreases and will be given an opportunity to discuss them with the appraisal firm. It is expected that such discussions will be held in February 1963.

Board of Tax Review

Per Capita Cost 1¢ in 1961-62
1¢ in 1960-61
3¢ in 1959-60

During its five advertised sessions in February 1962, the Board took 114 actions as follows:

37 Lists reduced	\$ 97,483
12 Exemptions granted	13,250
	<u>\$110,733</u>
42 New Lists added	\$49,788
23 Lists increased	31,082
	<u>80,870</u>
	\$ 29,863

The net effect on the Grand List of approximately \$58,000,000 was a reduction of \$29,863 of taxable values. In its deliberations the Board considered 28 formal appeals for reduction in assessed value. Relief was granted in 21 instances and denied in 7.



The office staff, attorneys, and citizens make frequent use of the vault in the Town Office Building where records are stored. Town Clerk John Miller is to the right; his secretary Mrs. Nora Hughes is seated to his left.

Town Clerk

Per Capita Cost 96¢ in 1961-62
93¢ in 1960-61
77¢ in 1959-60

OFFICE OF TOWN CLERK IS FOCAL POINT FOR OFFICIAL RECORDS

Land transactions form the greatest volume of activity in the Town Clerk's office. Deeds, mortgages, liens, assignments, and similar forms amounted to 1,380 individual documents as compared with 1,085 the year before. Armed service discharges showed a drop from 158 to 122 this year. Game licenses and dog registrations remained around the 2,700 mark. A long range project to bind and photograph maps was continued with about 250 maps being processed during the year.

VITAL STATISTICS

	1961	1960	1959	
BIRTHS	292	304	331	
MARRIAGES	128	128	117	
DEATHS	147	140	107	

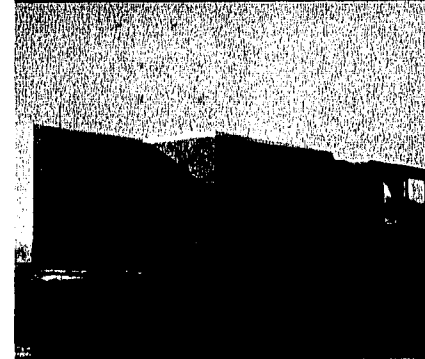
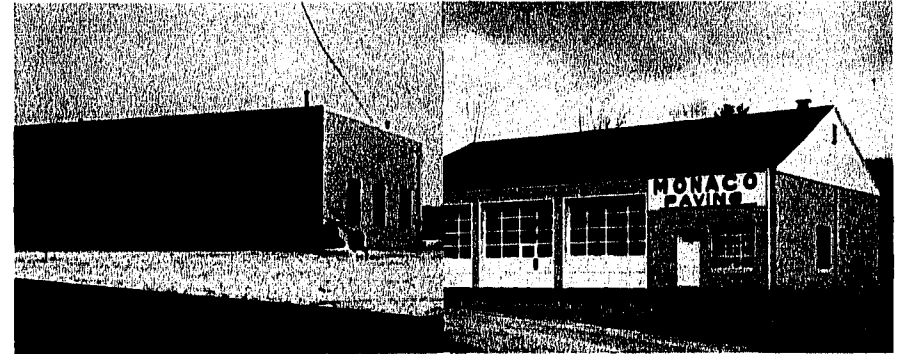
Elections

Per Capita Cost 33¢ in 1961-62
44¢ in 1960-61
41¢ in 1959-60

REGISTRARS, TOWN CLERK, AND SELECTMEN SHARE RESPONSIBILITIES

The Board of Admissions, consisting of the Selectmen and Town Clerk admitted 708 new voters this year. Because it is a state election year, more voter making sessions were held. There is now a total of 8,050 voters, records of which the Registrars keep up to date. During the year the Registrars supervised the Town election and one referendum. In line with the recommendations of the Voting Districts Study Committee, the Registrars are planning to request each year funds for additional voting machines in anticipation of the need for a larger number of voting districts.

Referendum		Yes	No
October 16, 1961	Hopewell Road School Appropriation of \$925,000	418	74
	Sale of Police Station for \$12,000	406	73



Three industrial or commercial buildings have been built in the Commerce Street industrial area. Upper left is the Evans Brothers Inc. new building. Upper right is Monaco and Sons Paving Contractors' headquarters. Lower left is Sparverl Bros. building nearing completion.

Development and Industrial Commission

Per Capita Cost 1¢ in 1961-62
1¢ in 1960-61
1¢ in 1959-60

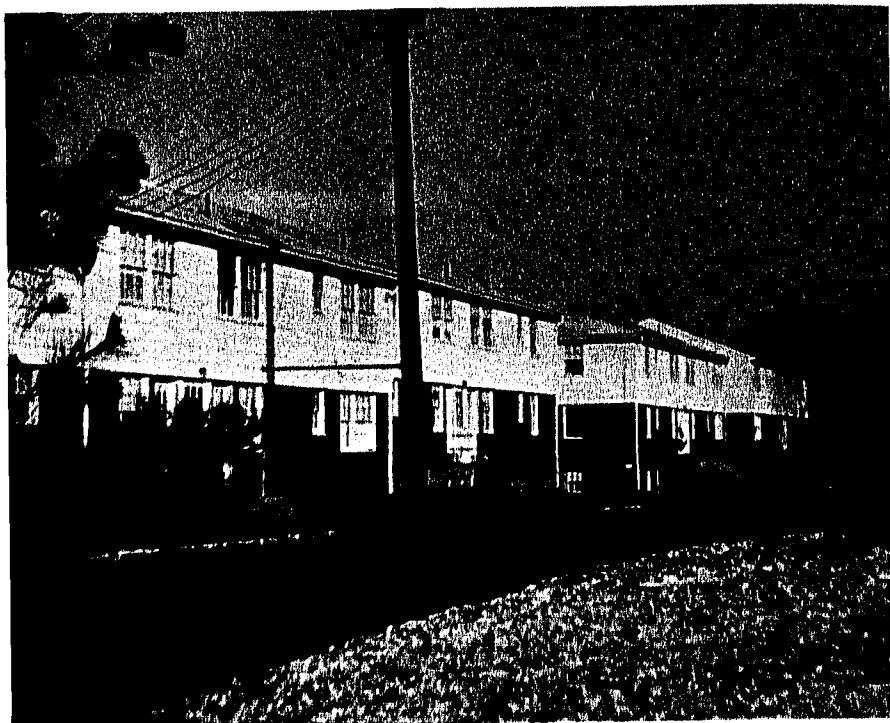
COMMISSION FORMULATES PLAN FOR INDUSTRIAL DEVELOPMENT

The Commission has formulated an active, progressive plan for presenting Glastonbury as a desirable place for the location of industry. The plan calls for:

1. Cataloguing present industrially zoned land as to ownership, size, available utilities, physical characteristics, and most important of all, availability for sale.
2. Securing a Standard and Poors "Register of Directors and Administrators," which is used as a prospect list to whom brochures and other suitable literature could be directed.
3. Personal follow-up by some member of the Commission or by the Town Manager on interested prospects. Representatives of nine large industries and many smaller ones were so approached.
4. Personal calls on business presently located in Glastonbury to determine their needs.

COMMISSION BELIEVES PACKAGING OF INDUSTRIAL LAND ESSENTIAL

The Commission believes that it is essential that industrial land be available in "packages" and available without the agony of a buyer dealing with many sellers. It is obvious that "packaged" industrial areas are not available in Glastonbury, although we have large areas of industrially zoned land. A meeting of land owners in one industrial area was called and letters were sent urging attendance with the hope that a plan to obtain a sizeable "package" of land could be worked out. Only one land-owner attended. The Commission will continue to attempt to package industrial land through persuasion of its owners that industry is desirable and necessary.



The construction of garden apartments, such as these on Hebron Avenue in the Center, is permitted by the Town Plan and Zoning Commission only after careful evaluation of their desirability, need, and impact on the neighborhood.

Town Plan and Zoning Commission

Per Capita Cost	15¢ in 1961-62
	14¢ in 1960-61
	21¢ in 1959-60

PROBLEMS OF GROWING COMMUNITY REQUIRED NUMEROUS MEETINGS

As the Town continues to grow and develop, the need for intelligent and constructive planning and zoning assumes greater importance. In carrying out its responsibilities, the Commission held 41 meetings, including 12 public hearings, 21 regular meetings, and 8 planning meetings. The public hearings considered 12 items: 7 resubdivisions, 3 excavation applications, revised specifications for public improvements in subdivisions, and an application for a special exception for the Woodledge Swimming Pool.

RESIDENTIAL SUBDIVISIONS ARE SUPERVISED BY COMMISSION

During the year, the Commission gave final approval to six subdivisions containing 61 lots and preliminary consideration to eleven subdivisions containing 234 lots. These subdivisions were reviewed for conformance to the zoning regulations and the comprehensive plan. The following roads in subdivisions were recommended to the Council for acceptance as town roads: Westledge Road, Harvest Lane, Briarwood Drive, Shady Hill Lane, Knollwood Drive, and sections of Karen Lee Road, Cortland Lane, and Farmcliff Drive.

COMMISSION CONSIDERS CHANGES IN COMPREHENSIVE PLAN OF TOWN

Although the Comprehensive Plan adopted in 1956 has been consistently followed, the development of the Town in the last six years has brought out needs for revisions. As a result of the construction of the sanitary sewer system in the Center, a plan for the future development of the area between Salmon Brook, Hebron Avenue, Main Street, and the Expressway is under consideration. The Commission intends to propose an expansion of the industrial zone north of Hebron Avenue and east of the Expressway. The Commission is also evaluating a proposal for the establishment of an AAA residential zone.

CLOSE WORKING RELATIONSHIPS WITH OTHER AGENCIES MAINTAINED

Recommendations of the Conservation Commission for reserving as open space such lands as the Naubuc Meadows, Neipsic Bog, Great Pond, and J. B. Williams Reservoir were reviewed. The Recreation Commission presented proposals for reserving river frontage near the ferry for recreational purposes and the Glastonbury Meadows as a wild life reservation. At the request of the Town Council, the Town Plan and Zoning Commission prepared and recommended to the Council regulations governing roadside stands, the sale of alcoholic beverages, and the limitation of concentration of gas stations.

Town Attorney

Per Capita Cost	26¢ in 1961-62
	33¢ in 1960-61
	38¢ in 1959-60

CHARTER REVISION AND SEWER ASSESSMENTS WERE MAJOR TASKS

In the past year the most time-consuming projects of the legal work of the Town were the charter revisions and the levying of sewer assessments for the new sewer system. Charter revisions included new provisions on filling vacancies in elective offices, adoption of ordinances, bond issue adoption, powers of the Manager, referendum procedures, filling a vacancy in the office of Manager, bidding procedures, signing of Town checks, Town meetings, Welfare Advisory Committee, Personnel Appeals Board, purchasing, and various other technical revisions.

ATTORNEY WORKED CLOSELY WITH SEWER COMMISSION

The work on the Sewer Commission assessments involved a great deal of time spent at Sewer Commission meetings and hearings and conferences with consultants in an attempt to work out a reasonable assessment method for the center area of town with its considerable variances in types of land use. The great length of time spent by the Sewer Commission in revamping and reworking its rule of assessment in the light of information developed at the various hearings helped to keep the number of appeals to a minimum considering the number of properties assessed.

VARIETY OF LEGAL WORK WAS PERFORMED BY ATTORNEY

The day-to-day work of the Town Attorney's office included the giving of some 40 legal opinions to various Town officials and boards. The Attorney also helped in the preparation of a dozen ordinances, various resolutions for boards and commissions, various building and other contracts for the Town, welfare liens, easements, deeds, employment contracts, proposed Fire Commission by-laws, election, referendum, and public hearing warnings, notices and filings. Court work of the Town included representation in various zoning and other appeals including continuing litigation on trailers.

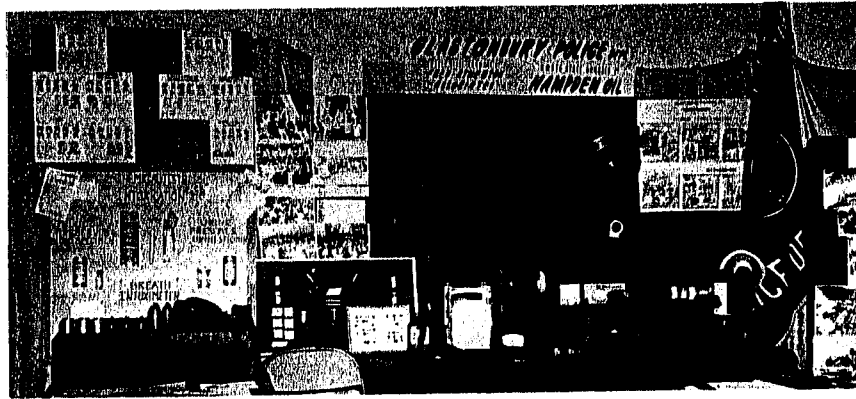


Exhibit at Rotary Products Show Presented in visual form many of the technical aspects of police work.

Police Department

Per Capita Costs \$7.78 in 1961-62
7.78 in 1960-61
7.42 in 1959-60

POPULATION GROWTH INCREASES POLICE ACTIVITIES

The Police Department is one of the agencies most influenced by the growth and development of the community. In 1956-57 Glastonbury had 3,172 homes, 2,623 school children, and 5,720 motor vehicles. Recent statistics record 3,782 homes, 4,088 school children, and 7,843 motor vehicles. These statistics emphasize the facts of increased demands for traffic control and property protection.

COMPARISON OF POLICE ACTIVITIES IN FIVE YEAR PERIOD

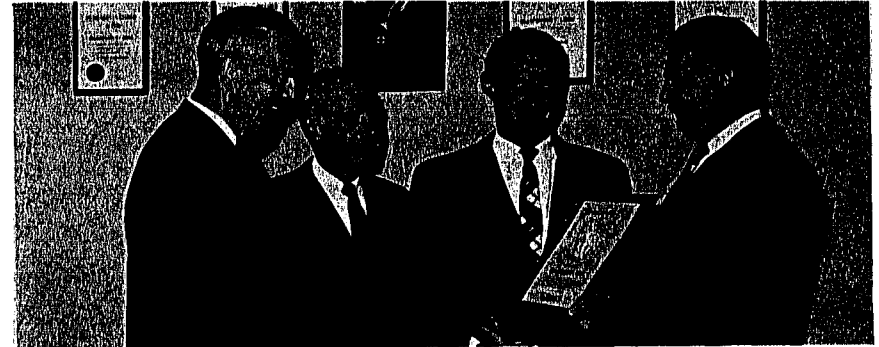
	1958	1962		1958	1962
Total Complaints	3,041	3,370	Sick or Injured	206	259
Motor Vehicle Arrests	209	247	Break and Entering	56	51
Motor Vehicle Warnings	214	800	Domestic	43	41
Criminal Arrest	142	201	Fraud	15	24
Property Damage	111	163	Theft and Attempt	131	128
Juveniles	104	139	Breach of Peace	93	92

IN-SERVICE TRAINING CONTRIBUTES TO POLICE EFFECTIVENESS

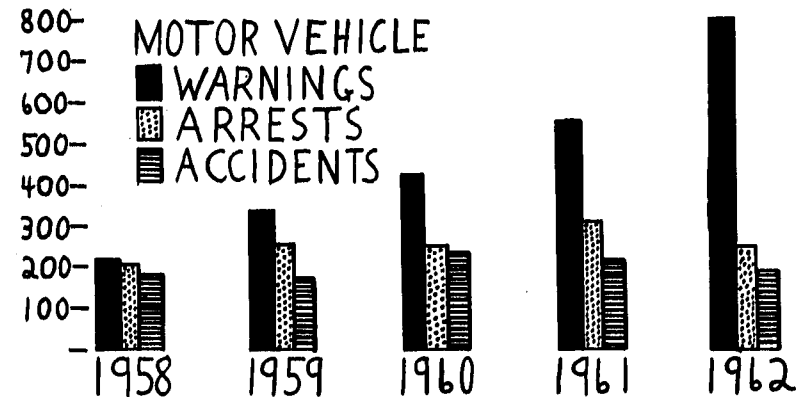
The Education Committee of the Connecticut Chiefs of Police Association is successfully training new police officers. Practically all members of the Department have attended a one-month training course at the State Police Academy in Bethany, Connecticut. Other members of the Department are instructing at a joint Auxiliary Police School with East Hartford and Manchester which is conducted in accordance with Civil Defense regulations. Officers have been encouraged to obtain specialized training in photography, identification, narcotics, interrogation, and traffic.

NEED FOR DEPARTMENT EXPANSION SEEN IN FUTURE

The growth of our business areas in the Town will of necessity require foot patrolmen to give adequate protection to business establishments. Division of the Town into three districts with an additional patrol unit assigned to the Eastern sector of the Town would render more effective service to the residents in that area. These actions, to be carried out, will require the purchase of additional patrol cars and the employment of more police personnel.



Town Manager and Police Chief receive 7-year Pedestrian Safety Citation from Earl Hodge of the Automobile Club of Hartford (AAA) and Henry R. Murphy of the Connecticut Safety Commission. Safety Patrols in the school system and Junior Safety Patrols have been a strong feature in this safety program performance.



Glastonbury Auxiliary Police Ambulance

Per Capita Costs 7¢ in 1961-62
6¢ in 1960-61
7¢ in 1959-60

AMBULANCE GROUP SERVED MANY PERSONS IN YEAR

During the past year the Auxiliary Police Ambulance rendered service to 270 persons. August 1962 was the busiest month with a total of 31 calls. May 18, 1962 was the busiest day with five calls answered. The services of the Ambulance were used during the tragic Hartford Hospital fire December 8, 1961 upon request of the Connecticut State Police. The ambulance unit now numbers 18, all trained in First Aid. Twelve men are assigned to regular schedules and six remain on the reserve list.

COMMUNITY SUPPORT IS VITAL TO OPERATIONS

With the support of Glastonbury citizens, the Ambulance Unit was able to purchase a new Cadillac Ambulance the past year, thereby offering a safer and more comfortable service to the sick and injured. Much praise has been given the members of the Unit for their efforts in rendering a needed service without charge to the community and at any time of the day or night. Among other groups and individuals who have expressed their appreciation was the Rotary Club which presented to the Ambulance Service Unit a meritorious service plaque for its service to the Town.

Board of Fire Commissioners

Per Capita Cost \$2.33 in 1961-62
1.89 in 1960-61
2.63 in 1959-60

Alarms . . . A substantial decrease in the fire loss during the year was reported. Grass fires accounted for over fifty percent of the total number of alarms answered, and practically all of them were caused by careless burning.

Personnel . . . Several changes were made in the personnel of the department: Edward Siwy, who served for many years as Captain of Company #1, was promoted to Chief; Edward Tyrol, Captain of Company #2, to Assistant Chief; and Howard Horton, Jr., Assistant Chief to Fire Marshal.

Apparatus and Equipment . . . The motor in the 1950 American LaFrance pumper at Company #1 was completely rebuilt and the 1937 Chevrolet emergency vehicle was replaced with a more versatile truck.

Firehouses . . . Engine rooms at Company #1 were painted and the social room completely remodeled, expansion of Company #2 social room was completed, and the interior of Company #3 was painted. The Town purchased the materials and the firemen furnished the labor.

Protection . . . Hydrants were installed in all new developments supplied by the Metropolitan District and arrangements were made to have the Highway Department rebuild and extend the fire approach at Pond Circle and a fire approach at Eastbury Pool.

Alarm System . . . Plans are being completed to improve the alert system. It is intended to purchase, during the ensuing year, a radio-tone alert system to work in conjunction with the sirens now in use. Initially, twenty-five receivers will be installed in the strategically placed homes of firemen making it possible for them to be alerted more readily. Additional sets will be purchased in future years.

Anticipated Expansion . . . Due to the increased residential development in outlying areas of the Town that are far removed from the present fire stations, the Commission feels that it will be necessary to expand the department to four firehouses in the very near future. With the addition of a fourth firehouse and the relocation of Company #3, all densely populated areas of the Town will be within two miles of a firehouse. This will necessitate the purchase of additional equipment, including a new pumper, and an all-purpose truck to carry auxiliary equipment.

SUMMARY OF FIRE ALARMS

Classification	1960-61		1961-62	
	Alarms	Losses	Alarms	Losses
Buildings and Contents	24	\$44,093	20	\$11,160
Vehicles	12	1,710	16	852
Boats	3	5,700	—	—
Electric Stoves	2	25	—	—
Electric Motors	1	25	2	60
Grass and Brush Fires	71	—	96	—
Chimney Fires	6	—	11	—
Electric Wires	6	—	—	—
Emergency Calls	11	—	3	—
False Alarms	1	—	1	—
Gas on Road	2	—	4	—
Tobacco and Netting	—	—	1	3,790
Other Alarms	4	—	16	—
Totals	143	\$51,553	170	\$15,862



Volunteer firemen fight serious fire at All-State Plumbing and Heating Company building off Hebron Avenue.

Fire Marshal

Per Capita Cost 3¢ in 1961-62
5¢ in 1960-61
7¢ in 1959-60

GRASS AND WOODS FIRES RESULT FROM CARELESS BURNING

Only a brief look at the year's fire report is necessary to see that grass and woods fires account for a large portion of the fire alarms. Many of these result from careless burning of debris, thus allowing fires to escape control. Considerable study has been given to a request for a local ordinance which would penalize those who willfully or neglectfully allow a fire to spread out of control, causing the response of personnel and equipment.

INSPECTIONS ENCOURAGE COMPLIANCE WITH FIRE SAFETY CODES

During the year inspections were made of convalescent and boarding homes, fuel delivery trucks, service stations and other business establishments. Fire drills were held in all schools and inspections show our schools to be in excellent condition. The application of fire safety standards by school officials is demonstrated by their continuing efforts in this important phase of school management. It is hoped that each resident will make an effort in fire prevention during the coming year.

Civil Defense

Per Capita Cost 12¢ in 1961-62
23¢ in 1960-61
24¢ in 1959-60

CIVIL DEFENSE FUNCTIONS AS EMERGENCY CORPS

The Civil Defense Organization in Glastonbury continues to function as an emergency corps of volunteer workers who are trained to handle any local disaster, whether it be wind-storm or hurricane, cloud burst or flood, earthquake or fire, fallen aircraft or lost person. By continuing training in the unexpected, even some form of enemy action would find a group of people in town with a good training background in handling such an emergency.

PERSONNEL SHOW ACTIVE INTEREST IN SEVERAL PROGRAMS

Additional men have been recruited in the auxiliary police and are being trained. The communications group is undergoing continual training and improving equipment to provide full town coverage. The local Civil Defense group is working with the national fallout shelter program to locate, evaluate, provision and mark all suitable existing buildings for public shelter purposes (there are four at present). Trained personnel are ready to give information and assistance to local citizens who wish to prepare private home shelters.

Dog Warden

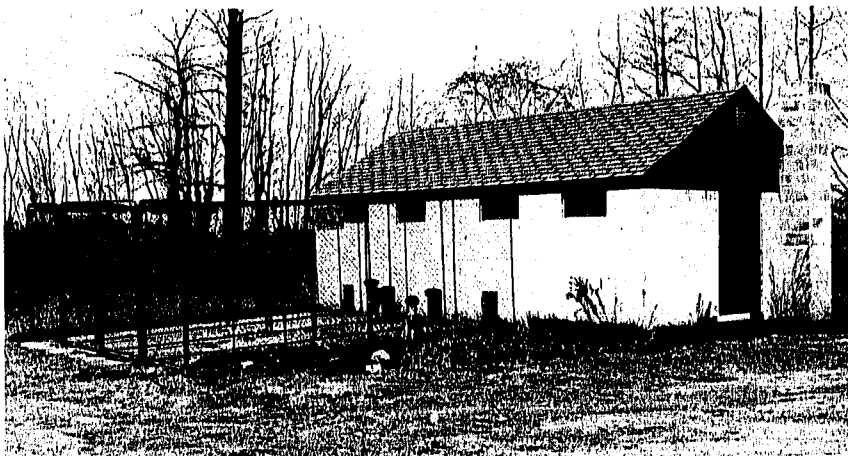
Financed from Fees

Most complaints received by the Dog Warden are in regard to roving dogs which annoy children, cause property damage, or otherwise make nuisances of themselves. Some of these dogs are lost or abandoned. Most, however, are pets of persons who

SUMMARY OF DOG ACTIVITY

Impounded	129
Redeemed	61
Sold	35
Pets	16
Put to sleep	11

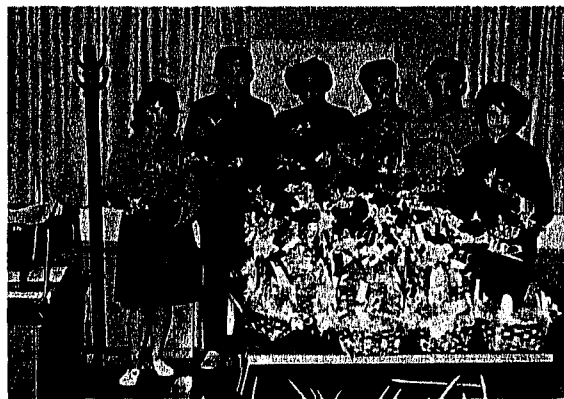
are unfamiliar with or ignore state laws requiring dogs to be leashed or under the control of their owners or otherwise prevented from roaming. This fact is apparent in the statistics for the year showing that 61 of the 129 dogs impounded were redeemed by their owners, after their dogs had been picked up for roaming.



Dog pound and several of its residents. Many of these dogs would make fine pets. The Dog Warden urges all persons interested in a pet to get in touch with him.

Welfare Department

Per Capita Cost
\$2.68 in 1961-62
3.44 in 1960-61
3.56 in 1959-60



Young Citizens for Action group presented Easter baskets as a public service to Welfare Director Hazel N. Hutt.

Aid is given to eligible persons or family groups who do not have sufficient resources to meet their basic and/or medical needs and who are ineligible for public assistance under a federal category. The common, basic needs of daily living include food, clothing, shelter, utilities, fuel for cooking and heating, and household supplies. Medical needs include physician service, hospitalization, convalescent home care, drugs and prosthetic appliances as required. The department also has the responsibility for temporary care and custody of children whose parents are incapable of providing adequately for them and to provide proper burial for those persons without funds.

The majority of persons who apply for aid are temporarily unemployed, ill or are waiting for Federal-State categorical assistance, Old Age, Survivors, Unemployment Compensation, Workmen's Compensation, Veteran's Benefits or Disability Insurance. Need must be determined and met promptly and all active cases must be closely supervised. A person owning his own home and living in it may be found eligible to receive assistance provided a lien is executed and recorded in the land records of the Town.

Legally Liable Relatives are contacted and their ability to contribute is determined. Failure of the relative to contribute necessitates court action. Need and ability of the relative to support change frequently and require revision of the assistance plan.

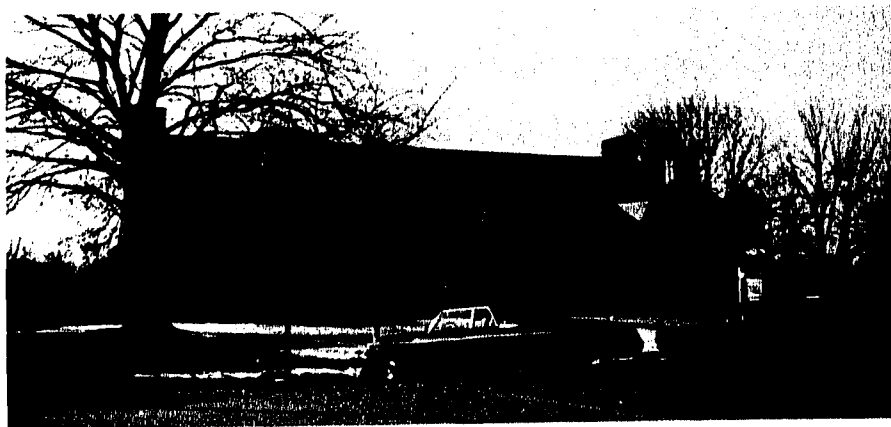
Reimbursement, from any person who received aid from the town, is provided for by statute and there is no time limit placed against the filing of a claim. Liens may be foreclosed at any time up to a maximum of fifteen years from the date the lien is recorded. The lien may be renewed for an additional period of time.

Medical Care—Cost standards are established for hospital, doctor, licensed Chronic and Convalescent Hospitals, Rest Homes with Nursing Supervision, and licensed Homes for the Aged.

Children—The department is charged with making temporary arrangements for the protective care of children under 16 years of age by reason of being dependent, defective, delinquent, neglected or uncared for. When possible, homemaker service is provided in order to keep the child or children in his own home pending the needed change to proper care. The child is removed from his home on the consent of the parent or following petitions to Juvenile Court.

Work Relief—The physically and mentally employable person is required to work for part or all of the aid granted while at the same time make an earnest and continuous search for work. Refusal to accept a work relief assignment means the person is denied further aid and non-support action is started.

All aid is planned to meet the need in a manner which is conducive to the rehabilitation of the individual or family towards self-support and independent living.



Attractive building of colonial style houses library facilities. Increase in library usage has created need for addition.

Welles-Turner Memorial Library

Per Capita Cost \$3.56 in 1961-62
3.32 in 1960-61
2.24 in 1959-60

THE YEAR 1962 IS TENTH ANNIVERSARY OF LIBRARY

The year 1962 brings the Tenth Anniversary of the Welles-Turner Memorial Library. In this decade progressive urbanization and population increase have caused remarkable community development. Library activity has been in the forefront of this major growth pattern. In the first year of operation, the circulation record showed 56,341 loans. By the end of 1962 circulation will reach 169,000, a tripling of activity in a decade as compared to a seventy percent increase in population.

LIBRARY SERVES MANY PURPOSES AND ORGANIZATIONS

During the year the library auditorium served thirteen local organizations and was the scene of various musical recitals. The main reading room has displayed the works of the Glastonbury Art League. The reference room has been host to students researching assigned high school projects. The Junior Department again provided a reading program for the summer months, with some two hundred participating. This is part of the whole program of the Children's Librarian that has included also twenty-three story hours for pre-schoolers, thirty-seven library-use classes, and a series of book talks in the schools.

LIBRARY IS FORTUNATE IN GIFTS RECEIVED

The library has been especially fortunate this year in gifts received. The Elks Club provided the fifty-six volume "Chronicles of America." The Eveline Miller Legacy furnished funds for a special selection of important books. Columbia Records donated sixty recordings. Income from funds of the Nearing estate became available and will be used over the years for a Nearing Memorial Collection of books of permanent interest. The library Board is grateful for all of these.

ADDITION TO LIBRARY IS IN PLANNING STAGE

At the present time an architectural study of a proposed addition to the Library is underway. Recommendations will be submitted to the Public Building Commission in 1962-63. With the extension of service to include the morning hours six days a week, the only limitation on expanded service is simply in the size of the building. Further orderly growth requires more room.

East Glastonbury Public Library

Per Capita Cost 4¢ in 1961-62
3¢ in 1960-61
0 in 1959-60

EAST GLASTONBURY LIBRARY MARKS SECOND YEAR OF OPERATION

The East Glastonbury Public Library will have been in operation for two years on October 15, 1962 and has grown appreciably during this time. Registered borrowers number approximately 400 of which 240 are children and 160 adults. Book stock owned by the Library numbers 1,500 volumes. The Welles-Turner Library has also made available about 140 books every three months, and the Library Service Center in Middletown has lent an average of 120 books monthly.

NUMBER OF EXTRA EVENTS ENCOURAGE LIBRARY INTEREST

There have been a number of extra events at the Library to encourage interest. These include the summer reading program for children which culminated in a party, this time an art demonstration; a slide show on travels in Russia; and a Careers Seminar for high school students. The Library was also presented with a flag by the Ladies' Auxiliary of the Veterans of Foreign Wars.

FUTURE PLANS CALL FOR COMPLETION OF WORK ROOM

Future plans call for the completion of the work room and the little reference room, and it is anticipated that these will be finished and available for use soon. Draperies have been purchased and will be installed soon, and it is hoped that they will add to the charm and atmosphere of the old school building. The Library is now a member of the SWAP Group with 20 other libraries, most of which are in Middlesex County.



East Glastonbury Library Building on Nelpsic Road near Eastbury School.



South Glastonbury Library Building on High Street near High Street School.

South Glastonbury Public Library

Per Capita Cost 6¢ in 1961-62
7¢ in 1960-61
5¢ in 1959-60

The Library continues to serve the community through the efforts of its staff of volunteer workers. The annual circulation of books is approximately 11,000 volumes. The collection of books owned by the Library is supplemented by books borrowed from the Library Service Center in Middletown as well as from SWAP Group activities. The collection of books which are of interest to primary-grade school children has been increased to help meet the requirements of the all-primary-grade High Street School. A story hour for pre-school age children was instituted during the summer months. The program was well attended, there being a total of fifty-four children enrolled.

Glastonbury Sewer Commission

Per Capita Cost \$1.58 in 1961-62
.30 in 1960-61
.02 in 1959-60

THE TREATMENT PLANT — HOW IT OPERATES . . .

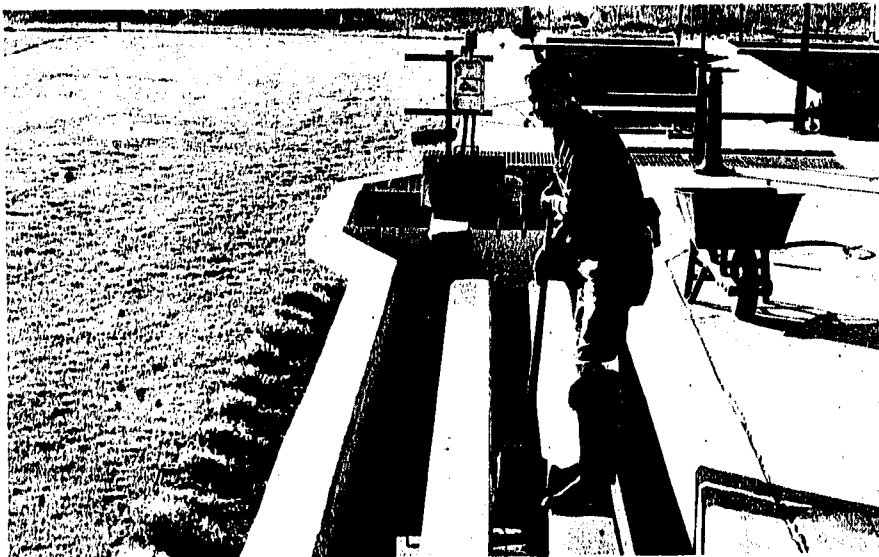
The sanitary waste disposal plant consists of grit channels, sedimentation tanks, chlorinator, pump house, and laboratory, digester control building, and sludge drying beds. Sewage comes to the plant through large collector mains and passes first through grit channels where sand and grit settles out. Grit is removed from the grit channels by hand operation and buried at the plant site.

From the grit channels, the sewage enters sedimentation tanks which collect the solids. The tanks are equipped with hand-operated scum collection troughs where substances such as grease floating on the surface are collected. Mechanical sludge collectors in the tanks collect the solids, or untreated sludge, in preparation of pumping to the digesters.

Chlorine is used to treat the sewage wastes, once all solids have been removed. This treatment takes place at the plant in a chlorine contact basin. Chlorine is stored in one-ton containers, and four tons were used this year.

The untreated sludge is pumped periodically to digesters. These digesters, or large silo-like tanks, are kept at a uniform temperature of just under 100 degrees in order to encourage proper bacterial action in breaking down the sludge. Sewer gas is produced as a by-product of the digestion process and is burned. During the year, 873,363 cubic feet of sewer gas was produced, with 802,668 cubic feet used, and 70,695 cubic feet wasted during the spring, summer, and fall months.

Once the sludge has been properly digested, it becomes a relatively inert, harmless substance with the appearance of thick mud. It is released to a greenhouse where it is dried. Once dry, it is pulverized and is made available to the Parks and Public Grounds Department for use as fertilizer.



Cleaning grit channels at Treatment Plant.

THE SEWER COMMISSION — ITS ACTIVITIES . . .

The Commission devoted many meetings to the preparation of an equitable sewer assessment method. Two public hearings were held, and the proposed method of assessment was modified to meet as many of the objections raised as possible consistent with the equitable distribution of costs. The Commission voted to assess approximately one-half the cost on a front foot basis and one-half on a unit basis. Units in residential zones were figured at one per dwelling unit and units in business zones were related to size of business buildings, property areas, or number of dwelling units whichever was greater. Final assessments were prepared and ordered published July 18, 1962.

A number of actions were taken in completing final details of the sewer project and in setting policies for connections to the new sewer system. The Commission reviewed claims of contractors for additional payment totaling \$19,466.99 and authorized payments of \$5,412.87. The Commission reviewed a number of problems concerning the elevation and location of house connections. Letters were sent to all property owners discharging sewage into the storm sewer system notifying them of their obligation to cease such discharge.

FUTURE PLANS — WHAT THEY ARE . . .

In the coming year the Commission expects to develop a method of assessment to apply to rear lands not originally assessed, as their owners seek sewer connections. The full cost of the original project was not assessed, and the General Town assumed about \$262,000 of the cost, including the net cost of the Treatment Plant. As assessments against rear lands are made and collected, they will be turned over to the General Town to defray in part the portion of the sewer project cost assumed by the general taxpayer. The Commission has also begun a preliminary study of areas of the town to which, for reasons of environmental health or because of interest on the part of owners, sewer extensions might be made.

On the operating level, the Sanitation Department personnel requested and were granted funds for the purchase of a sewer rodding machine, sludge pulverizer, and low bed dump truck. These items of equipment will be used in plant and sewer system maintenance. The Department will be moving into a program of sewer main maintenance to keep lines free from blockage and accumulations of grease and solids. The Department is also readying a proposal for storage, office, and laboratory space.



Sludge-drying beds at Treatment Plant.

Health Department

Per Capita Cost 35¢ in 1961-62
29¢ in 1960-61
34¢ in 1959-60

INITIAL PREMISE OF PUBLIC HEALTH IS HEALTHFUL ENVIRONMENT

Basic in every person's life is his environment. Man in his development and progress, all too often with thoughtlessness and in ignorance, generates factors that contribute to his discomfort and deny the basic right to a healthful environment. The initial premise of public health is a healthful environment and the prevention of disease. A good program of field inspection contributes to this. However, greater strides could be made if each citizen met his own obligations.

Public and Private Swimming Pools—All public and semi-public pools were frequently tested. Test results enabled operators to maintain satisfactory sanitary controls.

Day Care Centers and Nursery Schools—All were inspected and certified for licensing by the State Health Department.

Mosquito Control—The dry, cool summer reduced the number of mosquitos. Limited larviciding was done following surveys of mosquito breeding areas.

Farm Labor Camps—Inspections revealed growing improvement in facilities offered. Operators cooperated in correcting what discrepancies were revealed.

Public Sewers—Many areas of pollution were eliminated. Those remaining have been ordered to connect to the new system.

Town Dump—Contributing to its offensiveness is the dumping of garbage with rubbish by thoughtless people, thereby generating an increase in the rat population. Such practices made baiting necessary.

Eating Places—The results of a laboratory examination of 21 eating places in Town, including school cafeterias, by the State Health Department showed that 50% of the establishments tested were not performing the basic function of sanitary dishwashing. Most places had adequate and suitable equipment; therefore, it is apparent that more supervision is needed to correct this failing.

Immunization and Well-Child Clinics—Such clinics were held monthly in conjunction with the V.N.A. Local physicians participated, and a series of injections and tests were made.

Visiting Nurse Association

Per Capita Cost 86¢ in 1961-62
83¢ in 1960-61
83¢ in 1959-60

ASSOCIATION REPORTS SUCCESSFUL YEAR

This was a good year for your Visiting Nurse Association. Not only did receipts show a gratifying increase after several years of decline, but the average citizen got a chance to see the association in one of its public health functions. Under the direction of the Health Officer many town-wide Oral Polio Vaccine clinics were held in which thousands of townspeople were immunized. It is the responsibility of the V.N.A. to organize, staff, and set up these clinics. During the year a total of 5,516 nursing and health guidance visits were made by the staff of three regular nurses and one part-time nurse. It is interesting to note that about 60% of the nurses' time was spent in public health work instead of the more familiar work of providing home nursing care on a visiting basis.

BEQUESTS AND CONTRIBUTIONS ASSIST IN PROGRAMS

Because of past bequests to the association it was possible this year to start a retirement program for our nurses. Using the income from these bequests and an equal contribution by the nurses, retirement annuities have been purchased. The association is pleased again to thank the Glastonbury Federated Fund, which contributed \$4,500 to the operating budget. The money donated to the Marjory L. Norton Fund was used to purchase wheel chairs. These were added to the association's supply of hospital beds, crutches, commodes, and other sick room supplies that are available to townspeople who need them.



Main Road Reconstruction. This road was rebuilt by Town forces to eliminate serious drainage problems and hazardous road conditions.

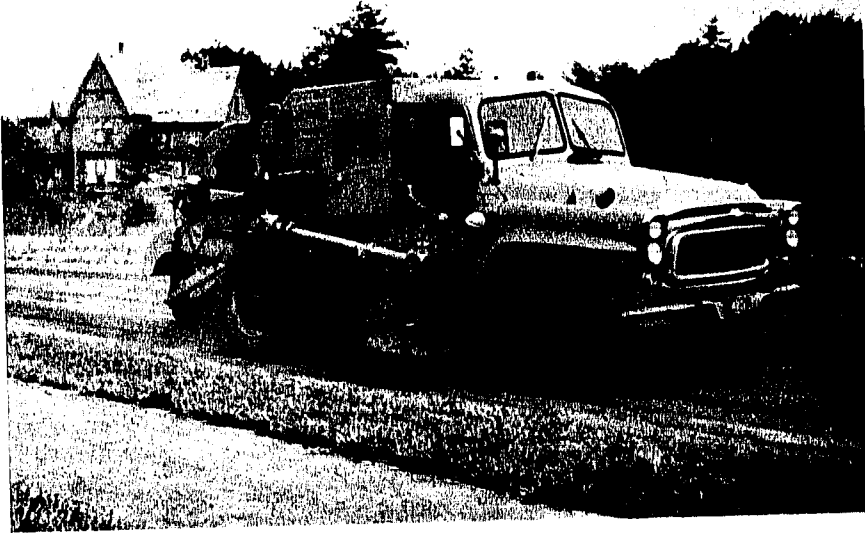
Department of Highways

Per Capita Cost \$9.94 in 1961-62
9.81 in 1960-61
9.39 in 1959-60

As the Town becomes more urbanized and subdivisions spring up in rural areas, the demands for highway maintenance and reconstruction multiply. Many roads that served scattered homes and farms are no longer adequate in terms of today's traffic volumes. At the same time citizens are demanding higher standards of maintenance. Consistent with available funds, the Department is carrying out a program of major road improvements and expanding its quota of men and equipment to meet these increased demands.

A number of factors have been considered in developing an overall highway program. A number of agencies of the Town have taken part in this development. Some of the factors are:

- a. **Equipment**—Over a two-year period, major items of equipment have been purchased either as replacements of obsolete equipment, such as a grader and backhoe, or as new equipment, such as a bulldozer. This equipment not only eliminates equipment rental costs, but permits a more efficient approach to maintenance and construction work by mechanizing as many functions as possible.
- b. **Priorities**—A Road Evaluation Committee was appointed by the Town Council and recommended priorities for road reconstruction. Both local funds and town aid funds from the State have been allocated. Next year sections of Griswold Street and Hopewell Road will be rebuilt by contract and sections of Wickham Road by Town forces.
- c. **Paving**—Emphasis has been placed on resurfacing with a permanent pavement as many roads as possible each year to reduce time and money spent on annual or bi-annual oiling and other maintenance. Only roads that meet reasonable standards of design and width are so resurfaced. Many of these are developers' roads built under old Town specifications. Approximately 3.5 miles of such roads were resurfaced last year.
- d. **Specifications**—Standards for new road construction in subdivisions have been raised so that such roads will be relatively maintenance free upon acceptance by the Town. This will permit the Town to allocate to old Town roads the sizeable annual funds spent each year in maintaining, armorcoating, or resurfacing new roads accepted by the Town.
- e. **Maintenance**—A greater amount of time has been spent on maintenance projects which are expected to reduce future maintenance needs. For example, approximately 4.5 miles of curb were installed in the area of new sidewalk construction or on steep grades to eliminate shoulder and gutter erosion.



HIGHWAY DEPARTMENT ACTIVITIES

- Built from old lumber a building to provide a room for storage, a carpenter shop, and two bays for equipment.
- Reconstructed 2,700 feet of Hale Road including installation of drainage pipe, base, pavement, and curb.
- Installed 2,000 feet of sidewalk along Buttonball Lane and repaired sidewalks in front of the new Town Office Building and along the Green.
- Installed 1,200 feet of pipe to relieve a serious drainage condition in the Neipsis Woods area.
- Clocked 820 hours on the road sweeper in removing sand and debris from the streets.
- Mixed and placed 500 tons of patch to fill potholes and washouts.
- Installed 4.5 miles of curb along sections of Buttonball Lane, Hale Road, Main Street, Three Mile Road, and Pippin Drive.
- Maintained 51 major pieces of equipment including 17 school buses, 4 police cars, and 21 trucks.
- Oiled 18.3 miles of road to prevent pavement breakup and deterioration.
- Prepared and spread on winter roads over 5,600 cubic yards of a salt-sand mixture.
- Corrected minor drainage problems in many places including locations on Main Street, Buttonball Lane, and Thompson Street.
- Resurfaced sections of Addison Road, April Drive, Applewood Drive, Pippin Drive, Westledge Road, Farmcliff Road, Three Mile Road, Randolph Drive, and Granite Road.
- Plowed and sanded roads during nineteen ice or snow storms during the winter.
- Mowed roadside grass and weeds; cleaned catchbasins, pipe, and culverts; installed cable fence; graded unpaved roads; and performed other regular maintenance work.
- Performed a variety of jobs for the Sanitation Department, Education Department, Recreation Commission, Welfare Department, Registrars, and Parking Authority.

PLANS FOR NEXT YEAR

Tentative plans next year call for the reconstruction by contract of portions of Griswold Street and Hopewell Road and by town forces of portions of Wickham Road. Further major drainage work is planned on Main Street, Chestnut Hill, New London Turnpike, and Oak Street. Subject to Town Council action, sidewalks will be installed on parts of Buttonball Lane and Griswold Street. Resurfacing projects are scheduled for a number of roads, including Olde Stage, Founders, Surrey, Harvest, Farmcliff, Cortland, Orchard Lane, and Ridgewood. Maintenance work, including installation of curb and widening of shoulders, will be expanded.

THE NEW ROAD SPECIFICATIONS — A MAJOR STEP . . .

During the year new specifications for the construction of public streets in developments were approved by the Town Plan and Zoning Commission. Such specifications were written to be comparable with those of other suburban towns. Instead of an oiled gravel road, in some cases without curb, followed by an application of armorcoat, new roads will consist of a bituminous concrete pavement with curbs throughout. Such new roads will be relatively maintenance free (except for such routine work as sweeping or snowplowing) for about twenty years.

There were several prime reasons for approval of new specifications. First, citizens were not satisfied with oiled gravel or armorcoated new roads. Second, the Highway Department was being paid 25¢ a square yard to apply armorcoat, a process that actually cost the Town 30.6¢ a square yard. Third, the Highway Department was acting as a contractor on new roads and taking time away from its older roads. Finally, assuming that two miles of developers' roads are accepted annually, the Town would spend over \$268,000 maintaining these roads over the next twenty years. These are funds that could be better allocated to old Town roads.

The new specifications were approved in the spring of 1962 and future subdivisions will abide by them. Local developers deserve a large measure of gratitude for the cooperative spirit they showed in accepting and following the new specifications.

Tree Warden

Per Capita Cost	41¢ in 1961-62
	40¢ in 1960-61
	44¢ in 1959-60

In the spring of 1962 we were hit with one of the heaviest infestations of "inch" worm the Town has ever experienced. Fortunately this infestation is of short duration and although the leaves on some trees were completely eaten, the trees themselves were not damaged.

Although a spraying program for the elms is still being carried out, we are still losing a considerable number of trees every year. As of September 1, 1962, there were approximately 15 dead elms to be removed, all of these trees having died since the spring of 1962.

As was mentioned in the report of 1960-61, a program to replace these trees is very necessary and it is quite essential that this program be stepped up. It takes about 25 years for a tree to grow to a size where it gives a good appearance and is beneficial as shade.

Town Engineer

Per Capita Cost 94¢ in 1961-62
69¢ in 1960-61
79¢ in 1959-60

DESIGN OF PUBLIC PROJECTS A MAJOR DUTY

Improvements of a technical nature were as varied as before but greater in scope. The major project from a construction standpoint was the rebuilding of the entire length of Hale Road including a complete storm and subsurface drainage system and a paved twenty-six foot wide, curbed roadway for 2,600 feet. Another project was the installation of 1,200 feet of pipe in the Neipsic Woods area to relieve a very unsatisfactory drainage condition. Other smaller drainage projects designed were basins and pipe on Strickland Street and Buttonball Lane.

TOWN AND SUBDIVISION SIDEWALK PROJECTS ARE ACCENTED

Sidewalk construction to reduce hazards to pedestrians was carried out. Over 2,000 feet of sidewalk was installed by Town forces on Buttonball Lane, and drainage facilities had to be designed in connection with this work. On Main Street, Griswold Street, Hebron Avenue, Concord Street, Naubuc Avenue, and a number of developers' streets, the Town Engineer required and supervised the installation of sidewalks. Inspections were also made of existing sidewalks and notices sent to require repairs.

SUBDIVISION IMPROVEMENTS MUST MEET TOWN SPECIFICATIONS

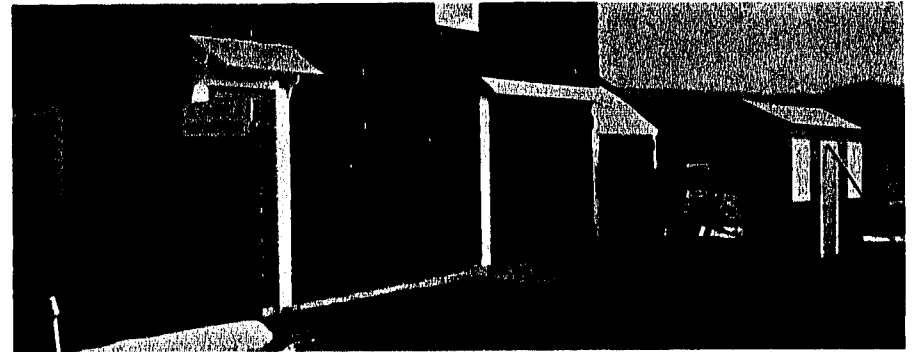
The plans for numerous large and small subdivisions were reviewed for adherence to Town specifications as regards layout, gradient, and drainage systems. Subsequently all work in these new projects was supervised and inspected. A milestone in municipal progress was reached when the Town Plan and Zoning Commission adopted new "Standard Specifications for the Design and Construction of Subdivision Improvements in the Town of Glastonbury." These specifications, particularly in reference to road construction, raised our standards to those comparable in other suburban towns and will prove their value to taxpayers in the years to come.

ENGINEER DOES LIAISON WORK WITH STATE HIGHWAY DEPARTMENT

Liaison duties with the State Highway Department were an important part of the year's work. Many conferences were held in reference to the Hebron Avenue reconstruction project, Route 2 relocation, use of state lands for recreation purposes, and the construction of Sycamore Road Extension. One of the major events in Town-State relationships was the acceptance by the State of responsibility for the maintenance of Manchester Road throughout its entire length of five and one-half miles.

OTHER ACTIVITIES OF DEPARTMENT

Permits were issued for house connections to sewers, and complete inspection services were extended to more than 550 such connections during the year. The Engineer supervised the monumenting of recently adopted street lines on Hopewell Road and worked with the State on the preparation of plans for the reconstruction of a second section of this road. The Town settled out of court with one of the two property owners that appealed the setting of the street lines in order to expedite the reconstruction of this section of Hopewell Road.



Parks Department building. Formerly an old chicken barn, the building, located on High School property, has been repaired and converted into a headquarters for parks and public grounds operations.

Parks and Public Grounds Department

Per Capita Cost 94¢ in 1961-62
50¢ in 1960-61
16¢ in 1959-60

PARKS DEPARTMENT COMPLETES SECOND YEAR

The Parks and Public Grounds Department marked its second year of operations this fall. It was organized to make more efficient use of men and equipment in the care of public grounds. It maintains all school grounds, recreation areas, parks, ballfields, and grounds around public buildings. During the winter months, it removes snow and ice from Town-maintained sidewalks, school entranceways and playgrounds, and other areas inaccessible to truck plows.

OLD BUILDING IS RENOVATED AS HEADQUARTERS

With the permission of the Board of Education, an old chicken barn located on high school property has been renovated for Parks Department use. Over the last year, Parks Department personnel, with some assistance from Education and Highway Department personnel, have provided storage space for equipment, a shop room to repair mowers and other equipment, and a small office. Centrally located close to major lawn areas, the building is serving its purpose well.

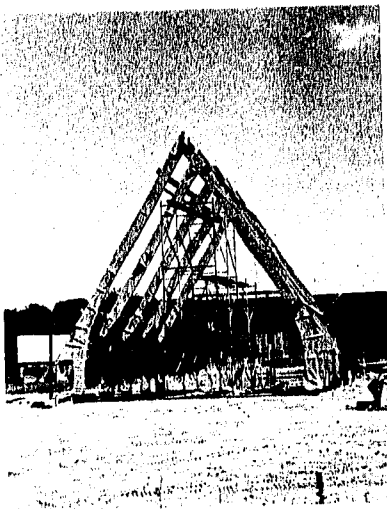
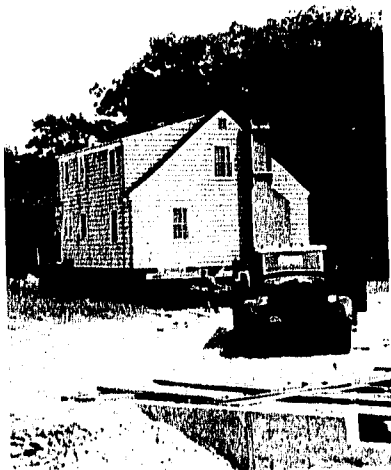
ACTIVITIES INCLUDE LANDSCAPING AND TREE PLANTING

Although much time had to be devoted to the care of some 96 acres of lawns, the Department carried out other projects. Trees were planted along Hopewell Road near the new school. A plan of development for the area behind the Town Office Building was prepared and approved, and a Little League ballfield was constructed as a first step. Although handicapped by a lack of suitable equipment, the Department was able to maintain some skating areas at Pond Pasture and the Cider Mill during the winter months.

PLANS FOR NEXT YEAR INCLUDE TREE PLANTING

Plans for next year include tree planting in the Center and along reconstructed sections of Hopewell Road in cooperation with the Tree Warden, utilization of digested sludge from the Treatment Plant to fertilize lawn, garden, and shrub areas, and assistance to a number of garden clubs in projects to beautify public grounds. The care of the Hopewell Road Elementary School Grounds will be an additional responsibility of the Department next year.

Building Inspection



It is with great regret that we note the passing of Mr. Joseph Durso, Assistant Building Inspector. His death has left a void that will be hard to fill. He was an able employee, a good friend, and a true gentleman.

Per Capita Cost 91¢ in 1961-62
81¢ in 1960-61
79¢ in 1959-60

INCOME FROM PERMITS AND FEES DEFRAY EXPENSES

The income from Department activities has been sufficient to defray expenses. The Department acts as agent for the Town Plan and Zoning Commission, for the Zoning Board of Appeals, issues licenses and permits for sewer connections, and collects fees from the sale of maps for the Engineering Department. Income for 1961-62 is allocated as follows:

Building Inspection	\$15,767.00
Town Plan and Zoning	646.60
Zoning Board of Appeals	1,526.17
Engineering Department	2,290.07
Total	\$20,229.84

TOWN EMPLOYS ASSISTANT BUILDING INSPECTOR

The employment of an Assistant Building Inspector has enabled the Department to eliminate a large backlog of inspections. The Assistant was assigned the responsibility of making all field inspections except the final occupancy inspections and the inspections of private sewage disposal systems. It is the aim of the Department to inspect each job at least once every two weeks, whether or not the applicant for a permit has called for such inspection. The Assistant has also been able to control by thorough inspection the problem of persons performing work on their properties who have failed to obtain permits.



INSPECTION ACTIVITIES PICKED UP DURING YEAR

With the continued growth of the Town, inspection activities have increased accordingly. During the year, 3,209 inspections were carried out, of which about 42% were structural. The total number of licenses issued to contractors were 410, and permits issued totaled 2,883. Much of the inspection activity took place in new subdivisions. During the year Olde Stage Road and Harvest Lane were too large subdivisions completed, and starts were made in many other subdivisions, including Prospect Park off Prospect Street, which was the first to be added to the municipal sewer system.

Zoning Board of Appeals

Per Capita Cost 5¢ in 1961-62
4¢ in 1960-61
6¢ in 1959-60

NUMBER OF APPEALS HEARD WAS LARGEST EVER

During the year the Zoning Board of Appeals held 15 public hearings and heard 97 appeals for variances and special exceptions from the zoning regulations. Of the 97 appeals, the largest number ever, 68 were granted, 19 were denied, 4 were withdrawn, 4 were tabled, and 2 were not considered due to failure of the applicant to appear. Forty-six of the appeals concerned variances for set back lines, corner lots, or side yard lines. Six appeals were for general motor vehicle repair businesses. Five involved the location and storage of trailers. The remainder ranged from appeals in cases of fence heights and signs to more difficult situations involving house trailers, multi-family dwellings, agricultural pursuits, and stabling of riding horses.

EACH APPEAL IS CONSIDERED IN TERMS OF PARTICULAR CIRCUMSTANCES

It is the policy of the Board to consider the particular and peculiar hardships or circumstances in each appeal involving interpretations of the zoning regulations. Decisions are tempered by common sense and are in keeping with the most desirable use of the land. Attendance at public hearings averaged 18 with two hearings drawing 31 and 30 persons. One concerned use of a barn to house horses and another a permit to store wrecked and abandoned motor vehicles. Both were denied since they did not blend in with the general characteristics of the neighborhood nor did they represent the best usage of the land, and the appellants failed to show any peculiar or topographical hardship to warrant approval by the Board.

Recreation Commission

Per Capita Cost \$1.35 in 1961-62
1.04 in 1960-61
.88 in 1959-60

With the continued growth of the Town, the recreation program was expanded within the limits of budgetary requirements. Emphasis as always was placed on youth activities. A Saturday morning soccer league was started with over 80 boys participating. Referees were provided by the Town, but the program was successful mainly because of volunteer coaching by adults who love the sport and wanted to have the boys have the benefit of their experience.

For adults a varied program was provided to meet any request by a sufficient number of adults to make a self-sustaining program possible. In addition to the Men's Sports Night and Women's Slimnastic programs started last year, classes in Ballroom Dancing, Rug Hooking, Duplicate Bridge and Painting were provided. Of particular interest was an "Old Men's Basketball League" for men over 25 years of age who wished to play a somewhat subdued brand of basketball. This was a resounding success and will be continued as a regular program.

Another innovation was the bringing of live "New York" theatre to Glastonbury children. A trial run with the showing of "Petey and the Pogo Stick" was held at the High School with a capacity crowd. This event seemed to fill a void in the program and three "Children's Theatre" presentations have been booked for the coming year.

The increasing interest in swimming brought about the hiring of a professional swimming coach at the Grange Pool to teach swimming and to coach our competitive swimming team. This year our Town joined the Central Connecticut Swimming League made up of teams from pools—Berlin, Newington, Meriden and Glastonbury. A most successful season was closed with the 2nd annual Glastonbury Invitational Swimming Meet, with our Grange team was fortunate enough to win. Most important, however, is the fact that over 100 children from 8 through 16 received advanced swimming instruction, and that in this sport girls can be included in competitive athletic events.

The summer playground was expanded from twice a week sessions last year to 5 day sessions this year. Between 450 and 500 children participated weekly in the playground and craft activities. As has been the case for many years, the Lions Club rounded out the summer program with its staffing and sponsoring of the Lions' Invitational Swimming Meet, which our Grange team was fortunate enough to win. league without a great deal of paid assistance.

Your commission has attempted to provide an adequate recreational program at a minimum cost. This can only be done with the continued assistance of dedicated townspeople who are willing to contribute their time and effort to this end.

In planning for the future, the Commission has met with the Conservation Commission and the Town Plan and Zoning Commission in reviewing possible sites for future recreational areas. The Commission is also taking preliminary steps towards gaining the services of a professional firm to review present programs and develop a long-range program for the future.



Some of last year's activities: baseball instruction, swimming team, bicycle contest.



GLASTONBURY PUBLIC SCHOOLS
GLASTONBURY, CONNECTICUT

BOARD OF EDUCATION OFFICE
HUBBARD STREET
MIDDFORD 1-4437

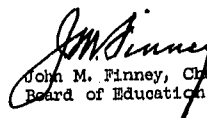
To the Citizens of Glastonbury:

The past year has seen the Glastonbury schools moving steadily ahead in the "pursuit of excellence." However, there is no room for complacency for we recognize that much remains to be done.

During the year Dr. Laurence G. Paquin resigned as Superintendent of Schools to take a corresponding position in the New Haven schools. We were extremely fortunate in obtaining as his successor Dr. William M. Mahoney from Norton, Massachusetts. Dr. Mahoney has already established himself as an outstanding educational leader in the community, and we can look to the future with full confidence.

No report to the town would be complete without a comment concerning the teachers. We are blessed with an organization of teachers who are not only highly competent, but who bring to their daily tasks a degree of enthusiasm and devotion which is most unusual. All of us owe much to the contribution which they have made in placing Glastonbury in a top position among school systems.

Respectfully submitted,


John M. Finney, Chairman
Board of Education

JMF/mp

Board of Education

Per Pupil Cost \$436.35 in 1961-62
417.06 in 1960-61
410.10 in 1959-60

The Board of Education met nineteen times during the year. Serving as the policy-making authority for the school system, it acted on a variety of questions involving the operation and continued improvement of local education. Some of these actions are listed below.

INSTRUCTION

- Voted unanimously to approve for use in the schools textbooks as recommended by the school staff.
- Adopted a 1962-63 salary schedule for teachers: Bachelor's Degree \$4,500-\$7,100 in 14 steps; Master's Degree \$5,000-\$7,800 in 15 steps; Advanced Graduate Study \$500 beyond the Master's Degree effective with reaching Step #10 on the Master's salary schedule.
- Accepted the resignation of Laurence G. Paquin as Superintendent of Schools and appointed as his successor Dr. William M. Mahoney.
- Voted unanimously to extend the contract between the Glastonbury Public Schools and the U.S. Office of Education for the preparation of audiolingual materials in French, Spanish, Russian, Italian, and German.
- Adopted a revised administrative—supervisory staff salary program to become effective with the 1962-63 school year.
- Approved the program of studies for the tuition-free 1962 summer school.
- Authorized a five-year extension of the agreement between the State Department of Education and the Glastonbury Public Schools for carrying out a vocational home economics program.

PHYSICAL PLANT

- Approved final plans for a language laboratory at the Academy Junior High School and Senior High School and referred such plans to the Public Building Committee. Costs are to be paid from funds coming to the Town under the contract with the U.S. Office of Education for preparation of language materials.
- Accepted a long-range program for providing needed elementary and secondary school facilities as a basis for future study in connection with the school building program.
- Voted to permit the Town Manager to use the vacant building next to the Board of Education maintenance shop for Parks and Public Grounds Department headquarters.

OTHER ACTIONS

- Voted unanimously to authorize participation by Education employees in a group life insurance plan.
- Voted to deny a petition to establish football at the High School and deferred further discussion of football for another two years.
- Adopted policies pertaining to (a) leave for professional purposes, (b) absences of employees, (c) field trips, (d) smoking in school buildings, and (e) community use of school facilities.
- Voted to assign two teachers to coordinate the work of teaching teams at the Hopewell Road School and appointed two teacher aides to perform non-teaching functions at the School.
- Voted to provide transportation by school bus for children in the Griswold-Spring Street Extension areas and notified Town officials that this area should be given a high priority for construction of sidewalks.
- Voted to make mandatory the purchase by parents of school accident insurance before permitting students to participate in inter-scholastic sports unless parents show proof of accident insurance on a family coverage plan.

BELOW. Board of Education members, from left, Vincent Pöppelmeier, Chairman John Finney, William McGaw, Sally Davis, James Breen, and Eleanor Geiser discuss and determine school policies.



ABOVE. Policy decisions are carried out by the school administrative and instructional staff and are translated into action in the classroom.

Report of Superintendent of Schools

The report of the Superintendent comes after completing three months in the Glastonbury Public Schools in his new position. The Superintendent expresses a debt of gratitude to his predecessor, Dr. Laurence Paquin, and the fine staff of professional people in the public schools for making his entrance into the school system an orderly and comparatively smooth process.

SCHOOLS AND STAFF

During the year the schools were in session a total of 182 days. Elementary pupils numbered 2,458, and secondary pupils numbered 1,442, for an aggregate total of 3,900 pupils. There were 293 persons on the school staff, consisting of 197 certified personnel and 96 non-certified personnel. During the year there were 44 resignations from the instructional staff, for the following reasons: marriage—8, moved from area—7, maternity—6, further study—7, accept other position—5, husband's employment—3, left teaching—2, dissatisfaction—3, transportation—1, no reason—1, and request—1.

INSTRUCTIONAL PROGRAM

Many advances were made in the instructional program. The policy of providing in-service growth of teachers by means of workshops was continued. Special subject matter meetings, grade level meetings, and teacher committees all contributed to the improvement of the school curriculum. Some significant developments are listed below:

1. A new Social Studies Curriculum was developed for the elementary grades and utilized for the first time in Grade 1. A multi-text system is used and gives children the opportunity to search through a large assortment of sources.
2. The language program continues to be a source of pride. During the year the first seventh graders came along in the program and were exposed to a large concentration of both reading and writing.

3. The pilot program in team teaching at the Academy sixth grade yielded test results and observable gains in the classes exposed to this program to the extent that the continuance of the program for another year has been encouraged.
4. The Summer School had a successful year. It was recommended by the Director that extension of the summer program to the lower grades be considered.
5. At the high school level Advanced Placement students were accepted in the areas of Calculus, French, and Physics. Some students were given placement equaling as much as two college years in given subjects.
6. The Chemical Bond Approach in Chemistry was introduced in the high school and its value as an approach is being assessed.
7. Although the high school has not accepted completely the recommendations of the Biological Sciences Study Committee at the national level, it is using those recommendations which best fit the local situation.
8. Members of the staff have participated in college and university workshops during the year. It is the intent of the local school system not only to encourage teachers to take part in such workshops but to promote an atmosphere where live and challenging things will be done.

BUILDING PROGRAM

The opening of the Hopewell Road School in the fall of 1962 has relieved a crowded situation throughout the system. All indications point to a continued growth in school population. An assessment of school building needs is presented and reviewed annually. It is hoped that present facilities will be sufficient for two more years. At that time it is anticipated that further construction must be undertaken.

SALARY PROGRAM

During the year steps were taken to place non-instructional employees on the same salary schedule as other Town employees. Excepting certain pension privileges, secretaries, custodians, and maintenance staffs are on a par with other Town employees. All employees were able to purchase Group Life Insurance under a Town plan at a nominal cost. For the first time teacher evaluations were made: each teacher on the evaluation plan was observed by his principal, a curriculum specialist, and a fellow teacher. The summary of these evaluations resulted in a rating of Excellent, Satisfactory, or Unsatisfactory. Next year all teachers will again be evaluated; a second rating of Excellent will qualify a teacher for an advanced salary schedule.

FOR FUTURE CONSIDERATION

One of the chief responsibilities of the Superintendent is working with the Board of Education, members of the school staff, and community leaders to assess educational needs and community financial resources to meet these needs. Some of the aspects of school operations to be considered are listed below:

1. School enrollments, which increased by 240 pupils last year, will continue to increase. It might be wise to acquire potential school sites in those areas due for rapid growth before land values skyrocket.
2. The 1962-63 school year is the third year of a three-year agreement with the teaching staff. During the coming year a realistic look must be taken at the entire matter of professional salaries. Not only must the competitive position of the school system in employing teachers be considered but also the provision of adequate financial incentives for experienced teachers.
3. Other areas of consideration are the utilization of educational television; work in curriculum areas, particularly English and general Mathematics; the development of a new reporting system at the elementary school level involving parent conferences combined with written reports; and the inclusion of an Advanced Placement Program in Chemistry.

THE BOARD OF FINANCE

Glastonbury, Connecticut

To the Citizens of Glastonbury:

For the past few years it has been one of my duties as Chairman of the Board of Finance to report to you on the financial condition of the Town of Glastonbury. This year, as in the past, I am pleased to report that our financial position is sound and that we are starting the new fiscal year with a sizable cash balance in the General Fund. We are very fortunate in having a capable and dedicated Town Manager who is efficiently administering the affairs of our Town and is aware of the increasing problems with which the Town will be confronted in future years due to population growth.

I am going to divert from my usual report to comment on the growth rate of our Town and the effect this may have on our future tax structure. Ten years ago John H. Roser, Chairman of the Board of Finance, reported to you as follows: "As stated in these columns a year ago, we seem to be dependent largely on residential growth for additions to our Grand List. Industry has gradually declined rather than increased over the past decades. It will surprise most people to know that early in the century employment in Glastonbury factories amounted to approximately one thousand persons, or about 20% of the total population at the time, while barely half that number, or 5% of the present population, are now locally employed. A reversal of this trend would be highly desirable tax-wise." The basic tax rate that year was 28 mills as compared with 38 1/2 mills for the fiscal year 1961-62.

This trend toward a strictly residential community, so apparent ten years ago, has continued at an accelerated rate and the home owner is paying an increasingly larger portion of the cost of our Town Government in spite of increased State Grants. This past year the average residential unit received \$664 in local services and paid a tax of \$410. The deficit of \$254 per dwelling unit was made up from two sources; revenue other than local property tax, and the excess of tax payments from industrial, business and miscellaneous tax payments over value of services received by them from the Town. A residential unit, in order to pay its own way in terms of services received, must have a taxable assessment of \$16,600.

In looking at a map of the 27 towns comprising the Capitol Region, one may easily observe the strategic position occupied by the Town of Glastonbury. With an area of approximately 54 square miles and its accessibility to Hartford and the surrounding towns, it is bound to participate to a large degree in the predicted growth of 131,000 inhabitants in the area by 1970. The question we must decide is whether Glastonbury can afford to continue its growth as a residential community or whether we should make a greater effort to encourage industry to locate in our town in order to relieve the home owner of a portion of the steadily increasing taxburden.

Sincerely,



John Q. Goodrich, Chairman

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, 1962

Assets:

Cash in Bank	\$106,889.40
Due from Sewer Fund	23,500.00
	<u>\$130,389.40</u>

Unexpended Appropriations and Fund Balance:

Unexpended Appropriations	\$ 26,798.52
Fund Balance	103,590.88
	<u>\$130,389.40</u>

CHANGES IN FUND BALANCE 1961-62

Fund Balance as of September 1, 1961	\$ 33,733.91
--	--------------

Receipts and Transfers:

Transfer from General Fund Surplus	\$50,000.00
Interest on Investments	697.55
Transfer of Unexpended Balances in Reserve Fund Appropriation	159.02
Transfer from Bond Capital Project Funds	<u>41,648.15</u>
	92,504.72
Total Receipts and Transfers	<u>\$126,238.63</u>

Appropriation during 1961-62:

Eastbury School Site	\$ 147.75
Purchase of Tidewater Property for Parking Lot	<u>22,500.00</u>
Total Appropriation 1961-62	<u>22,647.75</u>

Fund Balance as of August 31, 1962	<u>\$103,590.88</u>
--	---------------------

1962-63 BUDGET

Expenditures	Budget 1961-62	Actual 1961-62	Budget 1962-63
General Government			
Town Council	\$ 3,900.00	\$ 2,900.29	\$ 3,000.00
Board of Finance	275.00	244.07	275.00
Town Manager	17,606.00	17,084.31	20,400.00
Town Plan and Zoning	2,745.00	2,432.85	2,770.00
Board of Tax Review	150.00	197.50	235.00
Courts	835.00	947.96	940.00
Zoning Board of Appeals	790.00	848.46	890.00
	<u>\$ 26,301.00</u>	<u>\$ 24,655.44</u>	<u>\$ 28,510.00</u>
Staff Agencies			
Town Clerk	\$ 15,318.00	\$ 15,196.17	\$ 16,078.00
Town Attorney	5,000.00	3,942.28	5,000.00
Treasurer	3,725.00	3,715.25	3,760.00
Elections	6,790.00	5,178.16	6,115.00
Parking Authority	1,305.00	1,261.76	640.00
Public Building Commission	250.00	111.45	225.00
Development and Industrial Commission	500.00	219.76	350.00
Safety Commission	50.00	297.53	50.00
Heritage Committee	100.00	27.05	50.00
Conservation Committee	—	—	100.00
	<u>\$ 33,038.00</u>	<u>\$ 29,949.41</u>	<u>\$ 32,368.00</u>
Public Safety			
Police Department	\$ 124,237.00	\$ 122,956.72	\$ 126,842.00
Fire Commission	36,997.00	36,859.42	43,166.00
Civil Defense	2,800.00	1,878.53	2,160.00
Street Lighting	24,500.00	24,354.26	25,000.00
Fire Marshal	1,050.00	464.28	850.00
Auxiliary Police Ambulance	1,100.00	1,080.72	1,100.00
	<u>\$ 190,684.00</u>	<u>\$ 187,593.93</u>	<u>\$ 199,118.00</u>
Public Works			
Administration and Payroll	\$ 96,245.00	\$ 96,381.02	\$ 98,582.00
Operation of Equipment	24,886.00	27,915.72	31,159.00
Snow and Ice Removal	17,900.00	19,942.58	23,650.00
Roadways and Drains	10,400.00	12,925.58	12,500.00
Parks and Public Grounds	14,267.00	14,838.12	20,250.00
Town Engineer	15,242.00	14,931.97	15,552.00
Tree Warden	6,500.00	6,468.15	6,900.00
Building Inspector	16,584.00	14,316.31	17,611.00
Public Buildings	20,396.00	21,162.01	22,209.00
	<u>\$ 222,420.00</u>	<u>\$ 228,881.46</u>	<u>\$ 248,413.00</u>
Financial Administration			
Tax Collector	\$ 10,556.00	\$ 10,892.67	\$ 11,525.00
Town Accountant	11,789.00	11,691.87	12,284.00
Assessor	15,879.00	19,807.61	21,732.00
	<u>\$ 38,224.00</u>	<u>\$ 42,392.15</u>	<u>\$ 45,541.00</u>
Health and Sanitation			
Sewer Commission	\$ 17,134.00	\$ 21,101.54	\$ 26,137.00
Health Department	18,210.00	19,190.85	19,360.00
Refuse Disposal	4,154.00	3,673.64	4,131.00
	<u>\$ 39,498.00</u>	<u>\$ 43,966.03</u>	<u>\$ 49,628.00</u>
Welfare			
Administration	\$ 21,371.00	\$ 21,802.60	\$ 22,050.00
Outdoor Aid	27,500.00	20,575.78	23,000.00
	<u>\$ 48,871.00</u>	<u>\$ 42,378.38</u>	<u>\$ 45,050.00</u>

Expenditures	Budget 1961-62	Actual 1961-62	Budget 1962-63
Recreation			
Recreation Commission	\$ 20,740.00	\$ 21,378.73	\$ 22,000.00
Libraries			
Welles-Turner	\$ 56,515.00	\$ 56,350.55	\$ 58,455.00
South Glastonbury	1,000.00	1,000.00	1,000.00
East Glastonbury	650.00	650.00	650.00
	<u>\$ 58,165.00</u>	<u>\$ 58,000.55</u>	<u>\$ 60,105.00</u>
Insurance and Bonds			
Pension Plan	\$ 23,025.00	\$ 22,817.24	\$ 24,000.00
Unclassified	32,300.00	33,785.73	35,942.00
Contingency	2,105.00	1,880.84	2,435.00
	<u>27,000.00</u>	<u>—</u>	<u>30,000.00</u>
Total General Town Operating	<u>\$ 762,371.00</u>	<u>\$ 737,679.89</u>	<u>\$ 823,110.00</u>
Capital Improvements	<u>51,225.00</u>	<u>49,841.13</u>	<u>59,418.00</u>
Total General Town Budget	<u>\$ 813,596.00</u>	<u>\$ 787,521.02</u>	<u>\$ 882,528.00</u>
Bonds and Interest	<u>447,915.00</u>	<u>446,884.56</u>	<u>511,760.00</u>
	<u>\$1,261,511.00</u>	<u>\$1,234,405.58</u>	<u>\$1,394,288.00</u>
Board of Education	1,700,000.00	1,700,192.84	1,893,212.00
Language Lab.	18,000.00	—	—
	<u>1,718,000.00</u>	<u>1,700,192.84</u>	<u>1,893,212.00</u>
GRAND TOTAL	<u>\$2,979,511.00</u>	<u>\$2,934,598.42</u>	<u>\$3,287,500.00</u>
RECEIPTS			
Property Taxes—Current	\$2,105,854.61	\$2,180,667.65	\$2,360,767.00
Property Taxes—Prior	68,000.00	74,259.28	75,000.00
Penalties, Interest, Fees	4,000.00	5,684.44	5,500.00
	<u>\$2,177,854.61</u>	<u>\$2,260,611.37</u>	<u>\$2,441,267.00</u>
In Lieu of Taxes	26,375.00	26,780.33	27,736.00
Courts	1,400.00	3,181.13	3,200.00
Education	439,670.00	427,813.43	486,480.00
Building Inspector	17,500.00	19,820.01	18,000.00
Recreation	5,500.00	5,079.77	5,500.00
Police	6,100.00	7,564.46	9,000.00
Licenses and Permits	250.00	327.90	300.00
Public Works	8,500.00	5,800.43	12,500.00
Welfare	24,800.00	26,908.98	25,950.00
State Grants for School Const.	90,515.00	74,005.26	108,503.00
Town Clerk	7,700.00	9,840.20	9,700.00
Civil Defense	1,000.00	268.75	300.00
Welles-Turner Library	15,960.00	17,371.79	15,200.00
Unclassified	42,265.00	44,507.07	31,635.00
Federal Reimbursement	18,000.00	—	—
Total Receipts	<u>\$2,882,489.61</u>	<u>\$2,929,880.88</u>	<u>\$3,195,271.00</u>
Cash on Hand Sept. 1	97,021.39	96,946.39	92,229.00
	<u>97,021.39</u>	<u>96,946.39</u>	<u>92,229.00</u>
GRAND TOTAL	<u>\$2,979,511.00</u>	<u>\$3,026,827.27</u>	<u>\$3,287,500.00</u>

REVENUES

	1960-61		1961-62	
	Amount	%	Amount	%
Property Taxes	\$2,079,563.83	78.0	\$2,254,926.93	77.0
Tax Interest and Fees	4,927.87	.2	5,684.44	.2
State Aid to Education	336,100.47	12.6	417,565.17	14.2
State Aid for School Constr.	67,316.80	2.5	74,005.26	2.5
Federal Aid for Education	17,007.60	.6	5,832.16	.2
Other Education Income	7,955.19	.3	4,419.10	.2
In Lieu of Taxes	26,271.72	1.0	26,780.33	.9
Building Inspection	17,745.79	.7	19,820.01	.7
Town Clerk Fees	8,216.38	.3	9,840.20	.3
Recreation Fees	3,054.30	.1	5,079.77	.2
Public Works	3,136.21	.1	5,800.43	.2
Court Fines	3,201.38	.1	3,181.13	.1
Unclassified	41,227.89	1.6	45,103.72	1.5
Police Department	11,917.21	.4	7,564.46	.3
Welfare	23,711.68	.9	26,908.98	.9
Library	15,978.42	.6	17,371.79	.6
TOTALS	\$2,667,332.74	100.0	\$2,929,883.88	100.0

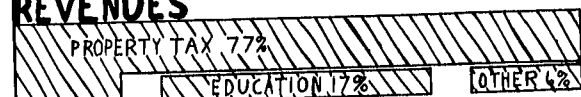
EXPENDITURES

	1960-61		1961-62	
	Amount	%	Amount	%
General Government	\$ 22,968.74	.9	\$ 24,655.44	.8
Staff Agencies	26,527.12	1.0	26,234.16	.9
Public Safety	174,100.50	6.7	187,593.93	6.4
Public Works	202,676.68	7.8	230,061.46	7.8
Financial Administration	35,997.40	1.4	46,107.40	1.6
Health and Sanitation	25,232.61	1.0	43,966.03	1.5
Welfare	51,562.01	2.0	42,378.38	1.4
Recreation	15,585.88	.6	21,378.73	.7
Libraries	51,321.94	2.0	58,000.55	2.0
Insurance and Bonds	20,909.03	.8	22,817.24	.8
Pension Plan	30,144.93	1.2	33,785.73	1.2
Capital Improvements	87,480.69*	3.4	118,329.13	4.0
Unclassified	9,763.81	.4	27,726.40	.9
Education	1,831,600.60†	70.8	2,051,566.84	70.0
TOTALS	\$2,585,871.94	100.0	\$2,934,601.42	100.0

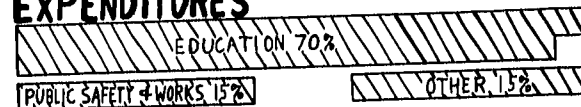
*Includes applicable debt service costs of \$32,728 in 1960-61 and \$68,488 in 1961-62 on Town Office Building and sanitary sewers.

†Includes applicable debt service on school buildings of \$276,921 in 1960-61 and \$351,371 in 1961-62.

REVENUES



EXPENDITURES



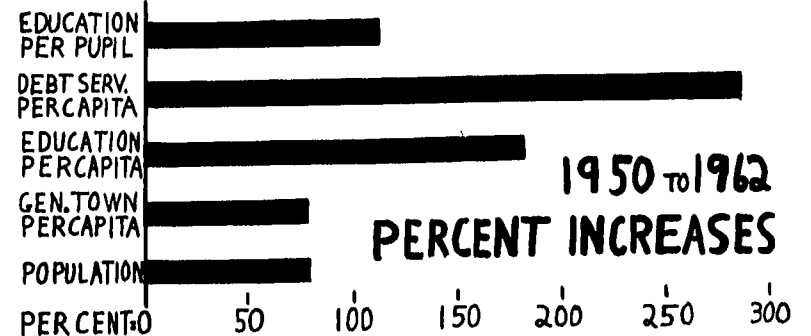
PER CAPITA COSTS

Per capita costs of government have increased considerably over the last twelve years. This is a national trend and has occurred as the nation becomes more urban in character and as citizens demand more services. Inflation has also played a part.

Operating costs per capita of general government from 1950-62 have nearly doubled, and operating costs per capita of education have tripled. By far the largest per capita increase, however, has been in debt service which has nearly quadrupled. These trends can be seen in the following table.

Year	Population	General Town		Education	
		Total	Per Capita	Total	Per Capita
1949-50	8,818	245,628	27.86	336,679	38.17
1950-51	9,261	249,787	26.97	398,254	43.00
1951-52	9,742	283,802	29.13	451,647	46.35
1952-53	10,307	316,679	30.72	498,807	48.39
1953-54	10,938	343,770	31.43	597,965	54.67
1954-55	11,532	404,359	35.06	693,647	60.15
1955-56	12,100	463,656	38.32	783,715	64.77
1956-57	12,716	470,364	36.99	1,024,950	80.60
1957-58	13,204	499,692	37.84	1,157,206	87.64
1958-59	13,822	560,933	40.58	1,280,050	92.61
1959-60	14,497	644,520	44.46	1,420,630	97.99
1960-61	15,201	713,450	46.93	1,554,680	102.27
1961-62	15,809	787,521	49.82	1,700,193	107.55

Year	Population	Debt Service		Total	
		Total	Per Capita	Total	Per Capita
1949-50	8,818	64,172	7.28	646,479	73.31
1950-51	9,261	64,372	6.96	712,413	76.93
1951-52	9,742	86,865	8.92	822,314	84.40
1952-53	10,307	112,884	10.96	928,370	90.07
1953-54	10,938	112,820	10.31	1,054,555	96.41
1954-55	11,532	185,858	16.12	1,283,864	111.33
1955-56	12,100	185,579	15.34	1,432,950	118.43
1956-57	12,716	200,756	15.79	1,696,070	133.38
1957-58	13,204	211,640	16.03	1,868,538	141.51
1958-59	13,822	258,032	18.67	2,099,015	151.86
1959-60	14,497	299,023	20.63	2,364,173	163.08
1960-61	15,201	318,167	20.93	2,586,297	170.14
1961-62	15,809	446,885	28.27	2,934,598	185.63



CASH RECEIPTS AND DISBURSEMENTS

General Fund

Fiscal Year Ending August 31, 1962

Our bank balance, September 1, 1961 was		\$ 146,946.39
The Tax Collector received in current taxes	\$2,180,667.65	
Prior years' taxes, fees and interest came to	79,943.72	
State grants for education amounted to	417,565.17	
State grants for school construction were	74,005.26	
The State for other purposes paid over	14,050.78	
Payment in lieu of taxes by Welles Village was ..	26,244.00	
The Federal Government made payments of	6,100.91	
The Building Department took in	19,820.01	
School Income from various sources totaled	4,416.10	
The Town Clerk collected in fees	9,840.20	
Highway Department refunds resulted in	5,580.11	
The Police Department turned over	6,574.22	
Welfare income, other than State grants, was	18,286.22	
The Welles-Turner Library collected	16,871.79	
Recreation Commission fees amounted to	5,079.77	
Certain Town owned property was sold for	12,000.00	
Glastonbury Industrial Developers Inc. payment of ..	2,343.75	
Investments in U.S. Treasury bills brought in	19,795.12	
Sewer acreage charges returned	7,625.00	
Miscellaneous receipts totaled	3,074.10	
Borrowings in anticipation of Taxes were	1,475,000.00	
Thus total receipts were		<u>\$4,404,883.88</u>
Counting the opening bank balance, total dollars available were		\$4,551,830.27
Paying back tax anticipation notes took	\$1,475,000.00	
A transfer to the Reserve Fund amounted to	50,000.00	
Operation of our schools cost	1,700,195.84	
Police protection came to	122,956.72	
General government agencies spent	50,889.60	
The volunteer fire department required	36,859.42	
Other public safety functions cost	27,777.79	
The highway department needed	157,164.90	
Town Engineer's office spent	14,931.97	
Building inspection activities totaled	14,316.31	
Other public works activities took	43,648.28	
Financial administration came to	46,107.40	
Health and sanitation services cost	43,966.03	
Welfare payment and administration totaled	42,378.38	
Recreation activities cost amounted to	21,378.73	
Library services and supplies took	58,000.55	
Insurance and pension cost totaled	56,602.97	
Capital improvement required disbursement of ..	49,841.13	
Bond principal and interest payment came to	446,884.56	
Miscellaneous disbursements totaled	700.84	
Thus we spent a total of		<u>\$4,459,601.42</u>
This left a cash balance on August 31, 1962 of		<u>\$ 92,228.85</u>

SEWER PROJECT FINANCES

Sewer assessments were levied as of July 26, 1962. At this date, the sanitary sewer project was essentially complete. Costs were distributed as follows:

Expense		Income	
Treatment Plant	\$ 310,271.20	Direct Assessments	\$1,251,838.92
Sewer Main Contracts	1,225,933.48	Paid by General Town	262,829.26
Engineering	132,236.27	Federal Grant	149,911.80
Fiscal	63,547.09	Reserve Fund	64,917.50
Other	10,289.96	Other	12,780.52
Total	<u>\$1,742,278.00</u>	Total	<u>\$1,742,278.00</u>

It is the intent of the Sewer Commission to assess benefits against properties not originally assessed as such properties are developed and seek connections to the sewer system. Such properties are either interior lands or beyond the limits of the present sewer system. The income from such assessments will be used to reimburse, at least in part, the General Town for its share of sewer project costs, which amounted to \$262,829.26. Over a period of years it is expected that most of this outlay by the General Town will be reimbursed as sewer extensions are made and continued development takes place.

SOME COST COMPARISONS

Cost comparisons by no means tell the whole story, but, in a general way, they can be of value in measuring the efficiency and degree of services offered by a community in relationship to other communities. A comparison of per capita costs for the various kinds of public services follows. Ten towns were included in these comparisons—Bloomfield, East Hartford, Farmington, Glastonbury, Manchester, Newington, Rocky Hill, West Hartford, Wethersfield, and Windsor. These towns are those normally considered a part of the Hartford Metropolitan area.

Ranking of Glastonbury in per capita costs from current revenues for services among ten suburban towns.

General Government	— Glastonbury ranks fifth.
Police	— Glastonbury ranks seventh.
Fire	— Glastonbury ranks fifth.
Highways	— Glastonbury ranks second.
Sanitation	— Glastonbury ranks tenth.
Public Health	— Glastonbury ranks first.
Public Welfare	— Glastonbury ranks first.
Schools	— Glastonbury ranks third.
Libraries	— Glastonbury ranks first.
Recreation	— Glastonbury ranks tenth.
Debt Service	— Glastonbury ranks tenth.

NOTES:

1. Towns were ranked in order of per capita costs for a service. For example, if Glastonbury is ranked fifth among ten towns, it means that four towns are spending more per capita and five towns are spending less per capita.
2. Statistical data on which these comparisons were based are found in *An Inventory of Governments in Hartford County and the Capitol Planning Region, Part Two, Revenues and Expenditures, March 1962*, published by the Connecticut Public Expenditure Council, Inc.

TAX COLLECTOR
Report of Property Tax Collector
Year Ended August 31, 1962

Grand List October 1	Due Date of Tax	Collectible 9/1/61	Additions	Deductions	Adjusted Collectible	Paid to Treasurer
1961	4-1-62	\$2,272,464.39	\$1,054.71	\$ 9,635.35	\$2,263,883.75	\$2,181,686.00
1960	4-1-61	87,125.89		2,806.74	84,319.15	68,400.93
1959	4-1-60	17,794.84		1,943.69	15,851.15	7,044.85
1958	4-1-59	5,772.33	3.60		5,775.93	2,199.14
1957	4-1-58	2,449.41			2,449.41	798.87
1956	4-1-57	1,538.60			1,538.60	152.07
Prior Years		2,560.39		122.88	2,437.51	134.34
		\$2,389,705.85	\$1,058.31	\$14,508.66	\$2,376,255.50	\$2,260,416.20

Actual Collections During Year

Grand List October 1	Taxes	Interest	Lien Fees	Total	Collectible Uncollected 9/1/62
1961	\$2,180,667.65	\$1,019.15		\$2,181,686.80	\$ 83,216.10
1960	65,391.84	2,889.09	\$120.00	68,400.93	18,927.31
1959	6,070.54	809.69	164.62	7,044.85	9,780.61
1958	1,852.86	290.92	55.36	2,199.14	3,923.07
1957	632.29	144.08	22.50	798.87	1,817.12
1956	109.66	31.16	11.25	152.07	1,428.94
Prior Years	202.09	96.62	30.00	328.71	2,235.42
	\$2,254,926.93	\$5,280.71	\$403.73	\$2,260,611.37	\$121,328.57

BOND INDEBTEDNESS

Purpose of Bond Issue	Date of Issue	Amount of Issue	Rate of Interest	Outstanding Sept. 1, '61	Paid Dur- ing Year	Outstanding Aug. 31, '62
High School Schools	Mar. 1, 1952	\$1,565,000	1.6%	\$845,000	\$80,000	\$ 765,000
School	Sept. 1, 1955	1,140,000	2.7%	840,000	60,000	780,000
	Dec. 1, 1957	642,000	3.4%	507,000	45,000	462,000
Hebron Ave. Add.	Sept. 1, 1959	149,000	3.7%	139,000	10,000	129,000
Town Office Bldg.	Sept. 1, 1959	354,000	3.7%	334,000	20,000	314,000
Academy School Add.	Oct. 1, 1960	900,000	3.5%	900,000	45,000	855,000
Buttonball La. School Add.	Oct. 1, 1960	260,000	3.5%	260,000	15,000	245,000
TOTALS						\$3,550,000
Add.: Hopewell Road School @ 3.0% dated April 15, 1962						925,000
Total General Town and School						\$4,475,000
Total Sewer Bonds @ 3.1% dated July 1, 1961						\$1,245,000

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

Assessed Value of Taxable Property October 1, 1961	\$56,838,217
Assessed Value of Tax Exempt Property	9,667,890
Total Subject to Debt Limit	\$66,506,107
Debt Limit of 10% thereof (General 5% and School 5%)	6,650,610
Sewer Limit @ 3%	1,995,183
Urban Renewal @ 2%	1,330,122
Total Debt Limit	\$ 9,975,915
Bonded Debt:	
Town Office Building	\$ 314,000
Schools	4,161,000
Sewers	1,245,000
Total Debt as of August 31, 1962	\$ 5,720,000
Borrowing Capacity:	
General and Schools	\$2,175,610
Sewers	750,183
Urban Renewal	1,330,122
Total Borrowing Capacity as of August 31, 1962	\$ 4,255,915

AUDITOR'S REPORT

SCOPE OF AUDIT

The audit was made in compliance with the Regulations issued by the State Tax Commissioner and in accordance with the provisions of Chapter 111 of the General Statutes of the State of Connecticut, Revision of 1958.

In general, our audit included an examination of the accounts, records, and supporting documents maintained by the Treasurer, Tax Collector, Board of Education, Housing Authority, and other departments of the Town.

All major General Fund receipts were verified either by direct confirmation or by tracing recorded receipts from departmental records to the Treasurer's records and bank deposits. General Fund disbursements were examined in detail to the extent of 25% or more in number and amount. We observed that cash discounts were generally taken when they were available.

Bank balances were independently confirmed by the various depositories of the Town as of August 31, 1962. The amounts reported to us were reconciled with the balances indicated by the Town records.

Positive-type confirmation requests were mailed to taxpayers, representing approximately 17% of the uncollected property tax accounts as of August 31, 1962. The results of this confirmation are presented elsewhere in the audit report.

We supervised the payment of one payroll to Town employees, including the staff and employees under the supervision of the Board of Education, and obtained signed receipts from the payees.

Minutes of meetings of the Town Council, Board of Finance, and the Board of Education were examined to determine the authority for financial transactions which occurred in the Town during the year.

Surety Bonds and insurance policies in force were examined, and the coverages provided appeared to be adequate.

GENERAL CONDUCT OF OFFICES AND CONDITION OF RECORDS

The general conduct of the respective offices of the Town of Glastonbury appeared to be satisfactory. Offices were operated on a business-like basis, and records were satisfactorily maintained and in a current condition.

All financial records of the Town, except the Housing Authority, are maintained on the cash basis of accounting. However, receivables and payables have been included in the preparation of the accompanying financial statements.

Adjusting entries have been furnished to the Town Accountant and an official of the Housing Authority in order to bring the Town's books into agreement with the audit report.

SUMMARY OF FINANCIAL TRANSACTIONS AND GENERAL FINANCIAL CONDITION

General Fund

The original budget adopted for the fiscal year ended August 31, 1962, amounted to \$2,979,511.00.

A basic tax rate of 38½ mills (with an additional rate of ¼, 1 and 2 mills for fire protection according to Zone) was set on the Grand List of October 1, 1961, to provide current property tax revenue, as indicated above.

General Fund expenditures for the 1961-62 fiscal year amounted to \$2,934,601.42, as compared with \$2,586,296.94 for the preceding 1960-61 year.

For the 1961-62 year, actual revenues exceeded estimated revenues by \$47,394.27, and unexpended appropriations amounted to \$42,447.73. Expenditures for all Boards and Departments of the Town were within authorized appropriations.

The cash surplus of the Town amounted to \$75,555.88 at August 31, 1962.

These are excerpts from the Auditor's Report of financial transactions during the 1961-62 fiscal year. The full report is on file in the office of the Town Clerk.

Reserve Fund for Capital and Non-Recurring Expenditures

The fund was increased by approximately \$70,000.00 during the year. Receipts included an appropriation of \$50,000.00 from the General Fund, a reimbursement of \$33,550.00 from the Hopewell Road School Fund (for amounts previously expended for site purchase and plans), and the unexpended balance of \$8,098.15 in the Hebron Avenue School Addition Project which was completed during the year.

Appropriations from the fund during the year amounted to \$22,647.75, of which \$22,500.00 was for the purchase of property for a parking area.

General Debt

Outstanding General Debt of the Town at August 31, 1962, amounted to \$5,953,502.00 summarized as follows:

Town Office Building Bonds	\$ 314,000.00
School Bonds	4,161,000.00
Total	\$4,475,000.00
Sewer Bonds and Notes	1,478,502.00
Total	\$5,953,502.00

A new bond issue in the amount of \$925,000.00 was sold during the year to construct and equip the Hopewell Road Elementary School.

Other Comments

The Town Counsel has indicated that there were no unpaid judgments against the Town.

We suggest that the number of individual bank accounts of the Town be reduced where practicable. Some instances where this might be done are as follows:

1. Transfer of the Bank Account to Finance Preliminary Plans for the Welles-Turner Memorial Library Addition to the Reserve Fund for Capital and Non-Recurring Expenditures. The accounting for the original appropriation would continue unchanged.
2. Transfer of the Bank Accounts of all Bond Capital Projects into one bank account. The accounting for unexpended appropriations of Bond Capital Projects would continue unchanged.
3. Transfer of the Tax Collector's Suspense Account into the General Fund. There has been no activity in the Suspense Account for several years.

We further suggest that an opinion of the Town Counsel be obtained as to the legality of the transfer made during the year from the Modern Language Materials Development Project to the High School Activities Account-Language Project. The money transferred represented the net amount allowed by Federal Auditors to be paid from Federal Funds to cover services and use of facilities of the Board of Education during the period June 25, 1959, to January 31, 1961.

AUDITOR'S OPINION TO THE BUDGET-MAKING AUTHORITY

We have examined the financial records of the TOWN OF GLASTONBURY for the fiscal year ended August 31, 1962.

Our examination was made in accordance with generally accepted auditing standards and in accordance with the requirements of the State Tax Commissioner concerning the audit of municipalities. We 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.

In our opinion, based on such examination, the accompanying Exhibits and explanatory comments present fairly the financial position of the various funds of the Town of Glastonbury as of August 31, 1962, and the results of its operations and changes in fund balances for the fiscal year then ended, in conformity with generally accepted accounting principles as applied to municipalities.

KNUST, EVERETT & CAMBRIA
Certified Public Accountants

LOOKING AHEAD . . .

- To the construction of an addition to the Welles-Turner Memorial Library.
Preliminary plans must be prepared and a proposal presented to the Town Council and Board of Finance. Construction would be financed out of trust funds.
- To the purchase of a sanitary land fill site.
Such a site would replace the present open-face Town dump. Properly operated, it will eliminate rats, odor, smoke, and flies.
- To changes in the Comprehensive Plan of the Town adopted in 1956.
The Town Plan and Zoning Commission is considering various proposals, including expanded industrial zones, planned business zones, and an AAA zone.
- To an expanded road reconstruction program.
In accordance with recommendations of the Road Evaluation Committee, sections of Griswold Street, Hopewell Road, and Wickham Road are scheduled for reconstruction.
- To an expanded tree planting program.
With the large loss of elm trees, the Tree Warden and Parks and Public Grounds Department are planning an extensive tree planting program.
- To development of revisions in the salary plan for teachers in the school system.
The Board of Education is concerned not only with the competitive position of the Town in regard to salaries, but also the provision of adequate financial incentives for experienced teachers.
- To an anticipated expansion of the Fire Department to four fire houses.
The Fire Commission feels that increased residential development will make such a step necessary in order to provide adequate fire protection.
- To a preliminary study of areas of Town to which sanitary sewers should be extended.
The Sewer Commission has begun a preliminary study of areas to which, for reasons of environmental health, or because of interest on the part of owners, extensions might be made.
- To proposals by the Conservation Commission to obtain park lands and preserve natural areas.
The Commission is preparing specific proposals which will be presented to the governing bodies of the Town.
- To an expanded program to attract desirable industry and business to the community to broaden the tax base.
The Development and Industrial Commission is attempting to arrange for owners of industrially zoned land to make land available as a package to prospective buyers.
- To completion of a six-year capital improvements program.
Certain phases of the project have been completed, and it is expected that the program will be presented this coming year.

DATES TO REMEMBER**1962**

September 1—Beginning of Fiscal Year
 October 1—Personal Property Tax List Due
 October—Annual Town Meeting on Budget
 November 1—Last Date for Personal Property Tax List
 November 6—Election Day

Municipal Holidays

Labor Day
 Columbus Day
 Election Day
 Veterans' Day
 Thanksgiving Day
 Christmas Day

1963

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.

Sewer Assessment Bills: Due September 1st. Interest on unpaid installment accumulates at rate of 6% per annum, starting one month after due date of installment, effective from the due date.

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.

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

FIRE EMERGENCY — 633-9421
POLICE EMERGENCY — 633-9411

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

FOR ANSWERS ON:	CALL THE:	WHOSE PHONE IS:
Administration	Town Manager	633-4633
Assessments	Assessor	633-4633
Bills and Accounts	Accountant	633-4633
Birth Certificates	Town Clerk	633-4633
Building Permits	Building Inspector	633-4633
Dead Animals	Dog Warden	633-7493
Death Certificates	Town Clerk	633-4633
Deeds for Properties	Town Clerk	633-4633
Dog Licenses	Town Clerk	633-4633
Dog Problems	Dog Warden	633-7493
Education	Superintendent of Schools	633-9437
Elections	Town Clerk	633-4633
Engineering	Town Engineer	633-4633
Fire (routine)	Co. No. 1, Center	633-9390
	Co. No. 2, So. Glastonbury	633-1531
	Co. No. 3, E. Glastonbury	633-1983
Health Matters	Health Officer	633-4688
Libraries	Welles-Turner Library	633-1300
Nursing	Visiting Nurse Association	633-2011
Parks and Public Grounds	Parks and Grounds Foreman	633-2121
Permits for Burning	District Fire Warden	MI 3-6889
Police (routine)	Police Department	633-9411
Recreation	Recreation Director	633-4633
Sanitary Sewers	Sanitation Superintendent	633-4822
Schools	Superintendent of Schools	633-9437
Snow Removal	Town Garage	633-1189
Street Maintenance	Town Garage	633-1189
Taxes	Tax Collector	633-4633
Town Farm	Still Hill Boarding Home	633-7328
Voting and Registration	Town Clerk	633-4633
Welfare and Relief	Welfare Director	633-4633
Zoning	Building Inspector	633-4633