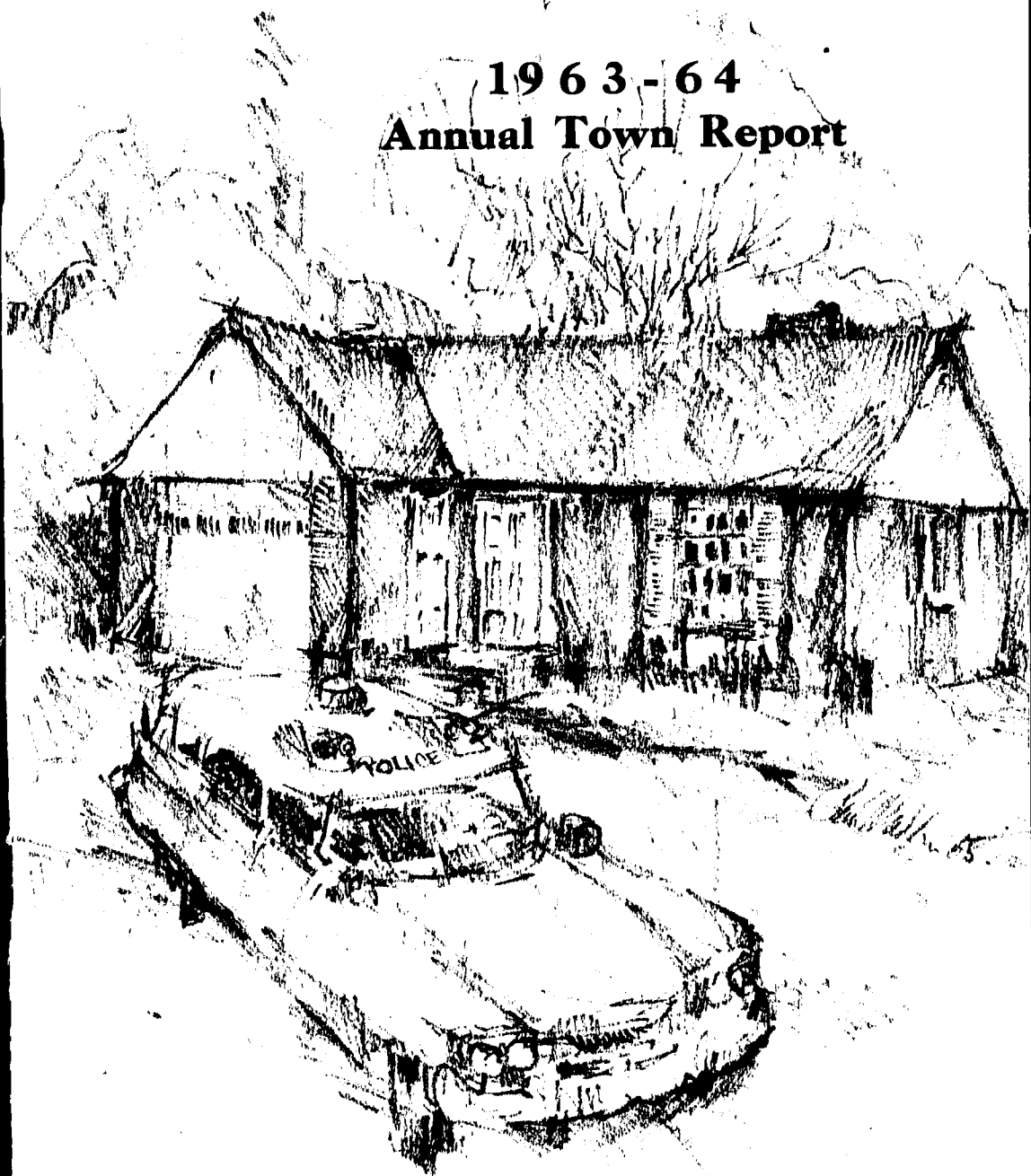


GLASTONBURY CONNECTICUT

1963-64
Annual Town Report



ANNUAL TOWN REPORT

1963 - 1964

Glastonbury, Connecticut

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COVER ILLUSTRATION

Generosity and good will are not dead. 1964 marked the tenth anniversary of the formation of the Auxiliary Police Ambulance Association. From a group of Auxiliary Police officers, the organization has grown to a remarkably efficient association of fourteen regular men and three reserves. These members are all volunteers and are dedicated in their service to the people of Glastonbury.

A new ambulance garage and training center, shown on the cover, was built and dedicated September 20, 1964. The funds for these attractive quarters were raised through public subscription and donations, both from residents within and outside the Town who recognize the value of this worthy project.

Many letters of appreciation have been received from persons who have been assisted by the ambulance service. The records indicate that the service answers without charge an average of one call per day throughout the year.

The Ambulance Association is indeed pleased that through the medium of this Annual Town Report it can express its sincere appreciation to all those businessmen and private citizens who so graciously assisted in the construction of its new quarters.

ACKNOWLEDGEMENTS

Many persons assist in the preparation of an annual town report. Space does not permit acknowledgment of their contributions individually, but without their help the annual task of preparing the town report could not be completed.

Printed by THE WAVERLY PRINTING CO.

ELECTIVE TOWN OFFICIALS

TOWN COUNCIL '65

**Robert D. Bowden
Robert E. Goodrich
J. Keith Gustafson
George T. LaBonne, Jr.
Donald H. Potter
George W. Ripley
Martin L. Roser
Paul Silvergield
*Richard G. Williams

BOARD OF FINANCE

Henry S. Beers '69
Samuel Delch '69
**William B. Glotzer '65
*John Q. Goodrich '67
Thomas M. Murphy '67
George W. Trepp, Jr. '65

BOARD OF EDUCATION

Alice G. Davis '67 ✓
John M. Finney '65 ✓
*Eleanor R. Geiser '67 ✓
William L. McGaw, Jr. '69 ✓
Robert Merritt '65 ✓
H. William Reed, Jr. '69 ✓

BOARD OF TAX REVIEW

Hugh S. Crim '67
John C. Cruickshanks '67
*Merritt B. Pratt '67

FIRE COMMISSION

Gerard D. Cusson '65
Robert J. Lewis '67
Lyman F. Matson '69
*Ernest E. Novey, Jr. '65
Bernard Sweetland '67
Edward H. Tyrol, Jr. '69

REGISTRARS OF VOTERS '65

Betty D. Mieczkowski
Elizabeth D. Wilcox

SELECTMEN '65

Robert E. Custer
William J. Faber
Robert G. Nystrom

ZONING BOARD OF APPEALS

H. Alden Jackson '67
William R. Johnson '67
*Phillip Locke '65
James McIntosh '65
Howard Sprengle '65

ALTERNATES

Justus A. Littell '67
Wm. Mieczkowski, Jr. '67
E. Marston Moffat '67

TOWN REPRESENTATIVES

Homer G. Scoville
Jean T. Thornton

CONSTABLES '65

William P. Baribault
Edward W. Lingner

JUSTICES OF THE PEACE '66

Marlo L. Accarnero
Francis B. Barnett
Dwight A. Blish
Catherine J. Carlini
John F. Casella
Sebastian Catana
James W. Conners
Nicholas J. Giamalis
William K. Hudson
Harvey A. Katz
Mary R. Lamphire
Ronald L. Larcheveque
Thomas D. Leahy
Florence M. Megson
Antonina E. Parker
Franklin H. Pond
Butler L. Ripley
Ruth B. Spencer
John Tublak
James H. Wehrly

*Chairman

**Vice Chairman

ADMINISTRATIVE OFFICIALS

TOWN MANAGER

Donald C. Peach

SUPERINTENDENT OF SCHOOLS

William M. Mahoney

ASSESSOR

Ralph O. Carter

BUILDING INSPECTOR

William E. Zabel

CHIEF OF POLICE

Terrence J. McKaig

CIVIL DEFENSE DIRECTOR

Richard W. Kitson

COMPTROLLER

C. Joseph Butera

HEALTH OFFICER

Dr. Joseph Raffa

ACTING HEALTH OFFICER

Dr. Charles R. Preble

SANITARIAN

Richard B. Coppa

SANITATION

SUPERINTENDENT

Alvin L. Bean

TAX COLLECTOR

Dorothy B. Finney

TOWN ATTORNEY

Edward C. Wynne

TOWN CLERK

John A. Miller

TOWN PLANNER

Thomas A. Graham

RECREATION DIRECTOR

Roger Laplante

DIRECTOR OF FINANCE AND FACILITIES DEVELOPMENT OF THE SCHOOL SYSTEM

E. John Vincenti

DOG WARDEN

Joseph Bisi

ENGINEER

William D. E. Colgan

HIGHWAY SUPERINTENDENT

Angelo Malaspina

INSURANCE AGENT OF RECORD

Alvar H. Anderson

PARKS SUPERINTENDENT

John Baylls Earle

TREASURER

Charles W. Schieding

TREE WARDEN

John Baylls Earle

WELFARE DIRECTOR

Hazel N. Nutt

FIRE CHIEF

Edward Stwy

FIRE MARSHAL

Howard H. Horton, Jr.

FIRE WARDENS

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

CITIZEN AGENCIES

The functions of the volunteer boards, committees and commissions appointed by the Town Council fall into three categories: advisory, supervisory, and study groups. The members give unselfishly of their time and effort in service to the community.

BUILDING BOARD OF APPEALS

Calvin J. Carini '67
Angelo Daglio '65
*Robert P. Lathrop '65
William L. Robotti '67
Paul L. Wethey '67

CAPITOL REGION PLANNING AGENCY

John W. Akmeyer, Jr. '66
Robert H. Morse '65

COMMITTEE FOR THE AGING

Frank H. Ash
F. Howard Carrier
*Bernard W. Funk
Rev. Theodore Hoskins
Helen S. Litwin
Charlotte W. Matyka
Arthur G. Tyrol

CONSERVATION COMMISSION

*Elizabeth K. Brown '69
Aloha H. Buck '69
Charles Haller '65
Earl H. Hodge '67
Edward A. Richardson '67

DEVELOPMENT AND INDUSTRIAL COMMISSION

Richard W. Flaherty '65
Edward F. McCabe '67
James T. McCabe '65
Arthur W. Riordan '67
*Delmar O. Thornton '67

HERITAGE COMMITTEE

Robert H. Arnold
Clifton B. Austin, Jr.
Richard W. Conant
Alfred E. DeGemmis, Jr.
Arline H. Hillis
*J. Bard McNulty
Barbara A. Merritt
Elisabeth B. Newton
Dr. James Walker

HISTORIC DISTRICT COMMISSION

John M. Coughlin '67
Alfred E. DeGemmis, Jr. '67
*Richard G. Mankey '67
E. Marston Moffatt '65
Alvah A. Russell '65

*Asterisk denotes Chairman. Year denotes expiration of term.

Alternates:

George P. Adamson '65
Dr. Chas. H. Hamlin '67
George F. Shepard '67

HOUSING AUTHORITY

*Mervin B. Edmonston '65
Wm. E. C. Hennessey '67
Herbert N. Johnson '70
Herbert F. Keaney, Jr. '69
Graham E. Tyrol '65

INCORPORATORS OF THE FREE ACADEMY

Robert L. Henderson '65
Vacancy

INSURANCE ADVISORY COMMITTEE

Alvar H. Anderson
Nicholas J. Giamalis
Ronald Larcheveque
*Harry R. Nickel
Donald C. Peach
Russell D. Reddig
E. John Vincenti

JURY COMMITTEE

Lucy E. Gibson '67
Nora S. Hughes '65
Florence M. Megson '69

PARKING AUTHORITY

Albert E. Aubin '67
William K. Hudson '67
*Butler L. Ripley '65
Leo G. Sullivan '67
John Tubiak '65

PERSONNEL APPEALS BOARD

Dr. William M. Liebman
Richard C. Molloy
Fred S. Pickford

PLAN AND ZONING COMMISSION

Henry J. Carini '65
Louis P. Longo '67
Donald R. Mahoney '67
Robert H. Morse '67
*Dale W. Van Winkle '65
John A. Wargo

PUBLIC BUILDINGS COMMISSION

John T. Baird '65
Herbert W. Behrens '67
John A. Carini '65
*Robert W. Muebner '67
Thomas J. Moriarty '67
Thomas M. Murphy
H. W. Reed, Jr.

RECREATION COMMISSION

Bernard W. Funk '67
Cecilia S. Glick '65
Robert L. Henderson '67
Nancy W. McGuinness '65
Peter Monaco '67
*Harry R. Nickel '65

ROAD EVALUATION COMMITTEE

*Richard S. Buck
John F. Casella
William D. E. Colgan
Francis E. Glantonio
Donald C. Peach

SAFETY COMMITTEE

Harold E. Adams, Jr. '67
*Edward H. Budd '65
John A. Davis '65
Robert W. Dussault '67
Frank A. Garavelli '65
Edwin O. Lomerson, Jr. '67

SEWER COMMISSION

*Edwin B. Burdick '65
Donald H. Cyr '67
Howard R. Kirck '65
Edward J. Lopez '67
Charles A. Mahan '67
Franklin H. Pond '65
Henry Saglio '67

SIDEWALK EVALUATION COMMITTEE

Donald F. Aucher
George Carmody
Vernon W. Cooke
*Robert E. Custer
Louis P. Longo
Donald J. Maynard
Robert W. Wolfert

WELFARE ADVISORY COMMITTEE

David W. Bowman '69
Maurice R. Chevalier '67
*Henry A. Kinne '67
Jane C. Nystrom '65
Nelson R. Scull '69
Alexandrina M. Sergio '65

WELLES-TURNER LIBRARY BOARD

Alice A. Gurney '65
*Fred L. Hurd, Jr. '67
Thomas B. Rhines '69
Margaret N. Stone '65
Elisabeth M. Sprengle '69
Milton A. Wilde '67



DEDICATION: COTTON HOLLOW CLUB

Nineteen years ago, fifteen Glastonbury men bought Cotton Hollow to protect it from becoming a real estate development. It is an area of great natural beauty — a deep ravine with rugged slopes covered with mountain laurel, groves of ancient hemlocks, elms, beech, maple and tulip trees, and sycamores.

At the bottom of the ravine is a swift stream whose rapids, eddies, whirlpools and cataracts create tumultuous sound that caused the early settlers to name the stream Roaring Brook. It was along this swift stream that the earliest industries of Glastonbury located.

In 1964 the Cotton Hollow Club, having previously given five and one-half acres to the Glastonbury Grange for a swimming pool and to the Town for picnic and recreation areas, voted that the remaining fifty-one acres be donated to the Town for the enjoyment of present and future generations. In cooperation with The Nature Conservancy, Inc., a nation-wide conservation organization, the Town has agreed to maintain the area as a nature preserve.

It is with a great appreciation of the vision, public spirit, and generosity of these men that the Town dedicates its 1963-64 Town Report to the membership of the Cotton Hollow Club.

HISTORIC SITES IN COTTON HOLLOW

1. Anchor Works (1840) Stone dam in good condition and excellent sample of stonemason's art.
2. Samuel Stocking Sawmill (1756) Remains of dam.
3. Grist Mill (1760) Built by Timothy Easton. Pit where water wheel rotated can still be seen. Stone steps to pit in excellent condition.
4. Iron foundry (1767) Huge boulders mark site of dam of Thomas Hunt. Surviving portions of basement walls mark the site of foundry buildings.
5. Stone Mill Huge 60-foot stone dam fed water to move machinery in the 5-story stone mill which stood on adjacent land.
6. Brick Mill Remains of small dam. In recent years the brick mill, again on adjacent property, was removed.
7. Powder Mill Important during Revolutionary War. It blew up and killed five men, four of them from the Stocking family which operated the mill. The abutments of the dam are still visible.

These sites, briefly described, are found in order from east to west along Roaring Brook. It is the intent of the Town to mark these sites and provide maps so that they may be found easily.

MEMBERSHIP OF COTTON HOLLOW CLUB

Charter Members

Howard S. Bidwell
Ray W. Bidwell
William C. Douglas*
B. Baylla Earle
Earl H. Hodge

Aaron W. Kinne
Charles E. Little*
David L. Moore
John H. Roser
Bruce E. Richards*

Douglas S. Seelye
Rallston M. Sherman
Lewis W. Stevenson*
Ralph G. Tryon
Lee J. Whittles

Later Members

John Q. Goodrich
Sayre B. Rose*
Edward V. D. Schoelzel

*deceased

YEAR IN REVIEW . . .

- Gift of Cotton Hollow to the Town.
This gift by the Cotton Hollow Club preserves for present and future generations 51 acres of scenic, rugged land in its natural state.
- Approval by referendum of \$230,000 to purchase the J. B. Williams Reservoir.
The purchase includes 120 acres for park purposes, 29 acres for a junior high school site, and 39 acres for general Town purposes.
- Approval by referendum of \$635,000 to build an addition to the Eastbury School.
This fifteen-room addition permits the Town to keep pace with growing elementary school population.
- Creation of a Planned Business Zone at the intersection of Hebron Avenue and Manchester Road.
This area has experienced much residential growth, and it is but a matter of time before shopping facilities will be needed.
- Creation of a Planned Industrial Zone north of Hebron Avenue and east of the Glastonbury Expressway.
The creation of this new zone is but one of a series of actions being taken to attract new industry to Glastonbury.
- Completion of a \$28,000 addition to the Treatment Plant.
This project provided needed office, laboratory, garage, and storage space.
- Initiation of steps to expand sanitary sewer system.
Studies are either under way or completed for sanitary sewer extensions in the Salmon Brook and Hubbard Brook areas.
- Conversion of the open dump to a sanitary land fill.
This action constitutes part of the continuing efforts to solve local refuse disposal problems.
- Completion of installation of language laboratories at the Junior and Senior High Schools.
The language labs will use study materials developed by the Glastonbury School system.
- Acceptance of recommendations for a revaluation of all taxable property.
The revaluation, scheduled for completion by October 1965, will correct inequities in assessments and taxes.
- Completion of a Vocational Agriculture Addition to the Senior High School.
This addition was financed in full by a State grant of \$150,000.
- Continuation of a search for solution to the problems of refuse disposal.
Proposals for joint town ventures, a small incinerator, and for a site off Oakwood Road were considered.

town of **Glastonbury** Connecticut



TOWN COUNCIL

To our fellow citizens:

On October 8, 1963 the third Council was sworn in by John A. Miller, Town Clerk. The organization meeting followed immediately. During the year 25 regular and special meetings were held, which included public hearings on 31 items. Several meetings were held in the Junior High School because of the increasing number of townspeople attending. This interest by our fellow citizens and their participation in our discussions is encouraging to the Council and is most welcome.

In addition to their responsibilities as Councilmen, all serve as liaison members to other boards or commissions or as members of special committees. This is frequently as demanding and time-consuming as is the regular work of the Council.

I would like to mention a few of the many accomplishments of the past year which are of particular importance because of their lasting effect:

First was the decision to have a complete revaluation of all property. This is now in progress and, when completed, will assure that everyone is assessed on an equal basis.

Second is our acquisition of land through Connecticut's Open Space Program. Glastonbury is the first town to do so. Largely through the efforts of the Conservation Commission, the Williams reservoir property has been purchased and will be a major recreation and conservation area. The Cotton Hollow Club has given to the Town their land which, kept in its natural state, will make a most beautiful park.

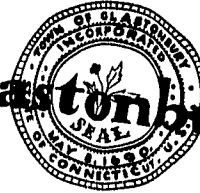
Progress has been made on several less interesting but important matters, such as: Plans to expand the sewers to serve the proposed industrial park, conversion of the dump to a sanitary land fill, purchase of land to provide for four fire stations. I am sure other important subjects will be mentioned by the commissions directly concerned, and those I have spoken of will be explained in more detail.

I wish to thank all Boards and Commissions for their cooperation and to assure them the Council is most appreciative. Only by continued working together can we be certain to move forward in the best interests of our town.

Respectfully submitted,

Richard G. Williams
Richard G. Williams
Chairman

town of **Glastonbury** Connecticut



TOWN MANAGER

To the Town Council and Citizens of Glastonbury:

This is the fifth annual report it has been my privilege to prepare as Town Manager. A review of the town reports of the past four years accents the striking changes that have taken place in Glastonbury. Not the least of these, and perhaps the change from which all others spring, is the growth in population. In 1960 there were 14,496 people; today the population of the Town exceeds 18,000.

As the countryside has yielded to housing developments, the demand for more and better public services has increased. In the past four years, a sanitary sewer system has been built, miles of town roads have been reconstructed, the school plant has been expanded - the list is long. This progress has not been easy; it has come about through the dedicated efforts of many citizens, those serving on boards and commissions, and those passing intelligent judgment on public issues.

I hope in the years to come that the community will retain its attractiveness and its reputation as a good place to live.

Glastonbury is just beginning to enter the decades of its greatest growth and development. It will take an alert, informed, and intelligent citizenry to meet the challenge of the years ahead.

Very truly yours,

Donald C. Peach

Donald C. Peach
Town Manager

THE TOWN COUNCIL 1963 - 1964

THE TOWN COUNCIL

- is composed of nine members elected biennially
- is the legislative body of the Town responsible for policy decisions
- supervises the Town Manager and the agencies and commissions it appoints
- held 15 public hearings last year on 31 separate items
- met 25 times in special and regular sessions



RICHARD G. WILLIAMS
Chairman

Elected in 1959 to the first Council, Mr. Williams has served as Chairman since June 1960. A native of Glastonbury and a life-long resident, Mr. Williams has varied business interests, is a Charter member of the Rotary Club and an active member of the Grange. He has served three terms in the General Assembly.

Mr. Bowden has served on the Council since its inception and as Vice Chairman since 1962. A resident of Glastonbury since 1952, Mr. Bowden is Dean of Boys at George J. Penney High School in East Hartford. He has served on several sub-committees of the Council.



ROBERT D. BOWDEN
Vice Chairman

To his first term on the Council, Mr. Goodrich brings the experience of a life-long resident in Town affairs, having served on the Zoning Board of Appeals, the Charter Revision Commission, the Salary Study Committee, and as Prosecutor in the Town Court before the advent of the Circuit Court. Mr. Goodrich is a District Supervisor of the Southern New England Telephone Company.



ROBERT E. GOODRICH

A resident of Glastonbury since 1950, Mr. Gustafson is serving his second term on the Council. He has contributed substantially to the accomplishments of the Council through his service on several study and liaison committees. Mr. Gustafson is a project material control supervisor at Pratt & Whitney Aircraft.



J. KEITH GUSTAFSON



GEORGE T. LaBONNE, JR.

Prior to his election to the Council in 1959, Mr. LaBonne served as Chairman of the Town Plan and Zoning Commission. An insurance executive and attorney, he is President of LaBonne-Silverstein Associates in Manchester, an incorporator of the Manchester Memorial Hospital, and vice president of the Kiwanis Club of Manchester. He has made substantial contributions to Council affairs through his energetic service on sub-committees of the Council.

Mr. Potter has served on the Town Plan and Zoning Commission, as First Selectman for four terms, and as the Town's representative to the State Legislature, as well as in several capacities in State government. He is at present Research Director of the Legislative Council.



DONALD H. POTTER



GEORGE W. RIPLEY

Prior to his election to the Council in 1963, Mr. Ripley served on the Sewer Commission for two years and, before the change to the Circuit Court, as Deputy Judge and Prosecutor in the Town Court. Mr. Ripley is a practicing attorney and has been a resident of Glastonbury since 1930.

A native of Glastonbury, Mr. Roser has been a local manufacturer and has served in many branches of Town government. He has been Chairman of the Board of Education, the Civil Defense Council and the Public Buildings Commission, was appointed to fill a vacancy on the Council in 1962 and was re-elected in 1963.



MARTIN L. ROSER



PAUL SILVERGLEID

Mr. Silvergleid is serving his third term on the Council. He has also served as Chairman of the Development and Industrial Commission, on the Glastonbury Parking Authority, and as President of the Chamber of Commerce. Mr. Silvergleid has been a resident of Glastonbury and a local businessman since 1953.

THE COUNCIL RECORD 1963 - 1964 — A Review

FINANCE AND TAXATION

Adopted, after a careful evaluation of agency and departmental requests, a budget of \$3,897,434 for the 1963-64 fiscal year with a basic tax rate of 43 mills and rates of one-half, one, and two mills in the three fire zones . . . recommended to a referendum the sale of the old town office building for \$30,000 to a group of local businessmen . . . appointed a Revaluation and Tax Study Committee to explore the need for a revaluation and other questions affecting the finances of the Town . . . appointed a joint sub-committee to consider a proposed bonding program for capital improvements . . . authorized a complete revaluation of all taxable properties to take effect October 1, 1965.

PLANNING AND ZONING

Changed from Reserved Land to Rural Residence seven parcels of land in the vicinity of Wickham Road and Neipsic Road . . . adopted Planned Industrial Zone regulations and established this zone in the area north of Hebron Avenue and east of the Expressway . . . gave general approval to the acquisition by the Conservation Commission of open space easements in the Glastonbury Meadows, Point Meadows, and South Meadows . . . changed to Planned Business Zone a tract of land on the east side of House Street north of the Expressway . . . received a petition to discontinue the Historic District on Main Street and voted the question to a referendum pending the results of court action on the matter.

HEALTH AND SANITATION

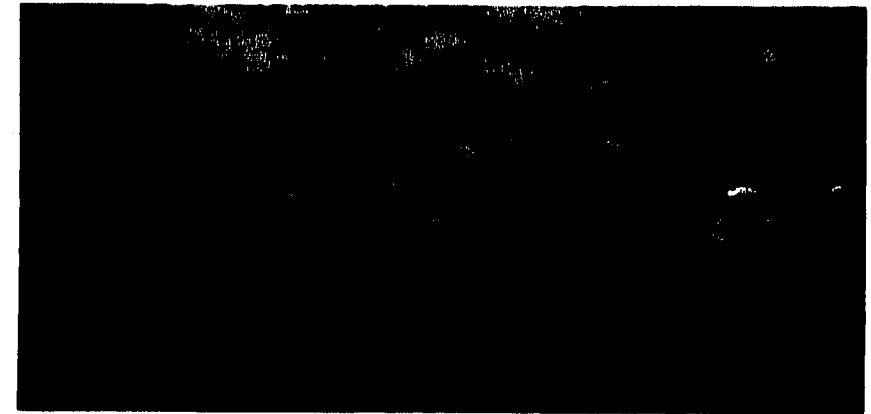
Appropriated \$28,000 for the construction of an addition to the Sewage Treatment Plant for storage, office, and laboratory space . . . authorized conversion of the present open dump to a modified sanitary land fill . . . studied proposals for joint refuse disposal with the Northeast Refuse Disposal Study Committee and with the towns of Wethersfield, Rocky Hill, and Newington . . . appropriated \$6,250 for feasibility studies of proposed sanitary sewer extensions.

PUBLIC WORKS AND IMPROVEMENTS

Authorized transfer of \$131,000 from the agency fund created under the will of Harriet T. Burnham for an addition to the Welles-Turner Memorial Library . . . voted to a referendum an appropriation of \$635,000 for a fifteen-room addition to the Eastbury School . . . accepted into the Town Highway System 13,900 feet of new roads in developments . . . appointed a Sidewalk Evaluation Committee to establish a uniform sidewalk policy in subdivisions and determine priorities for sidewalk construction . . . appropriated \$20,000 to buy land off Ash Swamp Road as a source of gravel for highway needs . . . voted to a referendum a \$993,000 Capital Improvements Bond Program for roads, sidewalks, a swimming pool, and other recreational facilities.

OTHER ACTIONS

Authorized the Auxiliary Police Ambulance Association to locate its building behind the Town Office Building . . . appropriated \$5,074 for purchase of library books after receiving a Hartford Foundation for Public Giving grant in that amount . . . adopted an ordinance regulating construction of apartment houses . . . appropriated \$25,300 for purchases of fire station sites, one at Hopewell Road near New London Turnpike and one at Manchester Road and Hebron Avenue . . . appropriated \$2,800 for preparation of preliminary plans for two fire stations.



Each year for 19 consecutive years, the Grange Fair, preceded by a parade, has been held in South Glastonbury. One of the floats in this year's parade is shown above.

THIS IS GLASTONBURY

- History** Settled about 1650 as a part of Wethersfield and incorporated as a separate Town in 1693, Glastonbury took its name from its "sister-city" in Somersetshire, England. Place names such as Nayaug, Minnechaug, Neipsic and Naubuc perpetuate its Indian heritage.
- Population** Estimated in 1964 to be 17,200, the population is expected to reach 23,000 by 1970.
- Schools** Eight public schools, including a senior high school and a junior high school, serve 4,520 pupils. One elementary school was enlarged by 15 rooms this year, and a second junior high school is planned for 1967.
- Government** Council-Manager form of government adopted in 1959. There are 75 full-time Town employees and 374 Education employees.
- Finances** The tax rate for 1963-64 was 43 mills, with an additional tax of 2, 1 and 1/2 mills in three fire zones. The 1964-65 operating budgets: General Town \$1,098,073. Schools \$2,517,589. Debt service \$585,818.
- Recreation** Four Town parks comprising in all approximately 175 acres, and the Cotton Hollow Nature Preserve of 51 acres. Other facilities include 7 playgrounds, 9 ball fields, 6 tennis courts, 4 basketball courts, a swimming pond, a community pool, and numerous picnic areas.
- Churches** Eight denominations are served by the following churches: Congregational (3), Catholic (2), Episcopal (2), Methodist (2), Greek Catholic, Baptist, Lutheran, and a Unitarian meeting.

TOWN CLERK

Per Capita Cost \$.98 in 1963-64

Many duties and responsibilities are handled daily by the office of the Town Clerk. The Clerk or his assistant are members of the Board of Admissions for new voters. Land recordings, increasing yearly, are maintained by the Town Clerk. Fees received during the year totalled \$12,434.55 as compared with \$10,816.05 for the previous year. Other activities included issuance of 1312 angling and hunting licenses, registration of 80 boats, recording of 192 armed forces discharges, and issuance of 1218 dog licenses. As an added service, the Town Clerk started a system of notifying all dog owners by mail that licenses were due during the month of June.

VITAL STATISTICS

	1960	1961	1962	1963
Births	304	292	335	300
Marriages	128	128	128	174
Deaths	140	147	136	130

ELECTIONS

Per Capita Cost \$.40 in 1963-64

The Board of Admissions, consisting of the Selectmen and Town Clerk, hold at least monthly voter-making sessions. Furthermore, any voter who moves to Glastonbury from another Connecticut town may become a voter anytime during regular office hours of the Town Clerk after residence in the Town for six months. During the year, 1228 new voters were added to the voting lists, and there are now 9046 voters.

During the year the Registrars of Voters supervised local elections and two special elections:

REFERENDUM — October 7, 1963

	Yes	No
For approving ordinance appropriating \$230,000 for the purchase of land from J. B. Williams Company for park, school site, and general town purposes, and for water system conversion	2507	2210

For approving resolution authorizing the issue of \$230,000 bonds and notes to defray appropriation for purchase of land and water system conversion	2425	2202
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REFERENDUM — October 25, 1963

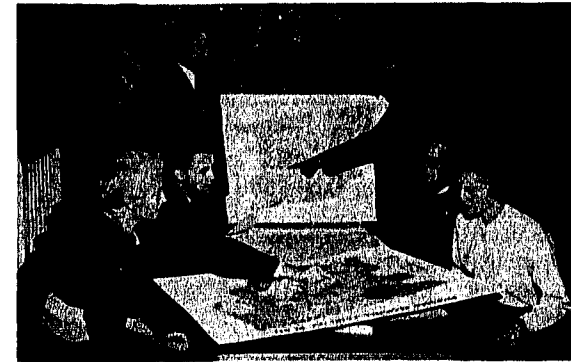
	Yes	No
For ordinance appropriating \$635,000 for the construction, furnishing and equipping of the Eastbury Elementary School Addition and resolution authorizing the issue of bonds and notes to defray said appropriation	470	360

For approving ordinance authorizing the sale of the old town office building at 2252 Main Street to William G. Affleck, Harry K. Megson, Reino E. Hyppa, Graham E. Tyrol and Paul L. Wethey for \$30,000.	663	556
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TOWN ATTORNEY

Per Capita Cost \$.27 in 1963-64

During the year the Town Attorney represented the Town in court in cases involving the Historic District, appeals from sewer assessments, and zoning regulations. Most of his duties, however, are associated with the review of ordinances and regulations, rendering of opinions on interpretations of local and state law, and preparation of legal notices. As the Town becomes more urban in character, it is expected that the need for legal services will continue to increase.



Representatives of Soil Conservation Service explaining soil maps to Commission

CONSERVATION COMMISSION

The Glastonbury Conservation Commission is widely known as one of the most active and able commissions of its type in the region. Some of the high points of its programs appear below.

- **Glastonbury Meadows.** Preliminary work was done to preserve the Meadows through conservation easements. A gift of land in the Meadows was given to the Town as a result of the efforts of the Commission.
- **Williams Park.** Planning for the park was begun in cooperation with other agencies. A planning walk was held to give interested townspeople an opportunity to make suggestions.
- **U. S. Soil Conservation Service.** The Service is developing a program to assist urban planning and is using Glastonbury as a pilot project. A general soil map has been prepared and others are in process.
- **Cotton Hollow.** The Commission studied the Cotton Hollow property at the request of the Council, and many of its recommendations were incorporated in final agreements.
- **Gravel excavations.** A suggestion was sent to the Town Plan and Zoning Commission that the bonds for excavations be raised following a study that revealed the high cost of loaming and seeding.
- **Wetlands survey.** The State Board of Fisheries and Game began a wetlands survey in cooperation with the Commission.

Major projects for the coming year include continuation of planning for the Williams Park, easement program in the Meadows, cooperation with the U. S. Soil Conservation Service to develop useful soil interpretations, and work on a long-range open space plan for the Town.

HISTORIC DISTRICT COMMISSION

The future of the Historic District on Main Street from the Southern New England Telephone property to Hubbard Street is uncertain. The question of a referendum on continuance of the district has been taken to court. Pending court disposition of the matter and the results of a possible referendum, the Commission is prepared to process applications for alterations, renovations, and new construction on properties within the district, within the framework of the existing law.

INSURANCE ADVISORY COMMITTEE

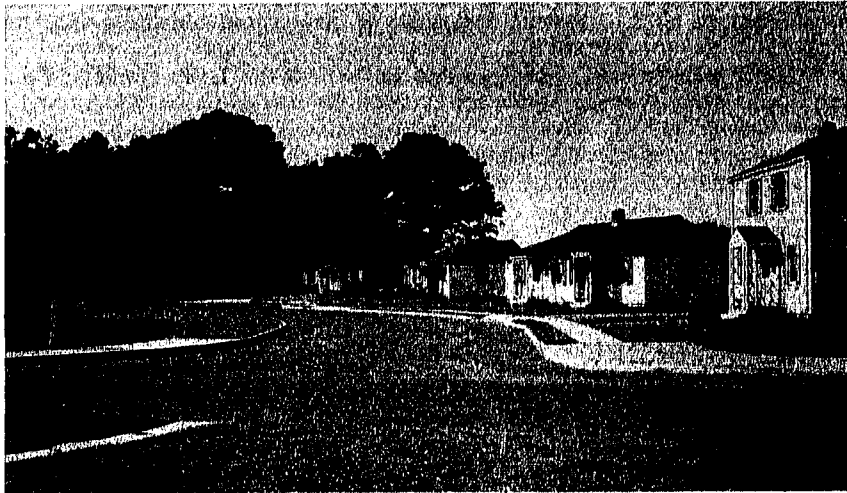
The aim of the Committee is to provide complete insurance coverage at reasonable prices. In this respect, the Committee has been markedly successful. Despite added risks and new buildings, costs of insurance have remained stable over the last four years. At the same time an Insurance Reserve Fund has been built up and is expected to exceed \$30,000 next year. This Fund is available not only to cover unusual losses but also to permit the Town to increase deductibles under certain types of insurance. The Committee expects to consider proposals for further increases of deductibles, thereby decreasing premium costs, next year.

JURY COMMITTEE

The Jury Committee selects jurors to represent the Town at the sessions of the Superior Court and the Circuit Court. It met on four occasions in February and March of 1964 and selected 360 jurors for the 1964 fall and winter court terms and the 1965 spring terms.

HOUSING AUTHORITY

In recent months a thorough and serious review of all policies pertaining to Welles Village has been undertaken by the Housing Authority commissioners to determine how best the citizens of Glastonbury can be served. New operational and maintenance policies have been instituted. Data is being assembled which will enable the commissioners to determine what, if any, rental policy changes are necessary to serve better the future needs of the Town. The Authority continues to operate on a sound financial basis, with reasonable reserves to meet emergencies.



One of quiet streets in Welles Village. The Housing Authority emphasizes proper maintenance to preserve the good appearance of the Village.

PARKING AUTHORITY

The Parking Authority is assigned the duty of maintaining and establishing public off-street parking facilities. The purchase of the lot north of the Post Office relieved parking problems in the Center. The requirements for off-street parking in new business developments and the efforts of existing businesses to provide off-street parking are further alleviating parking problems.

HERITAGE COMMISSION

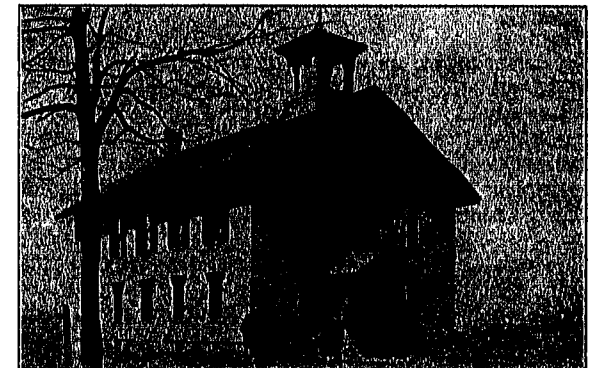
The Heritage Commission serves as an advisory agency to encourage attractiveness of design and setting in new construction, particularly in the business district. A number of developers voluntarily referred plans to the Commission for review and comment. These plans included apartment projects and proposed business buildings in the Planned Business Zone north of Hebron Avenue, east of Main Street, and west of House Street.

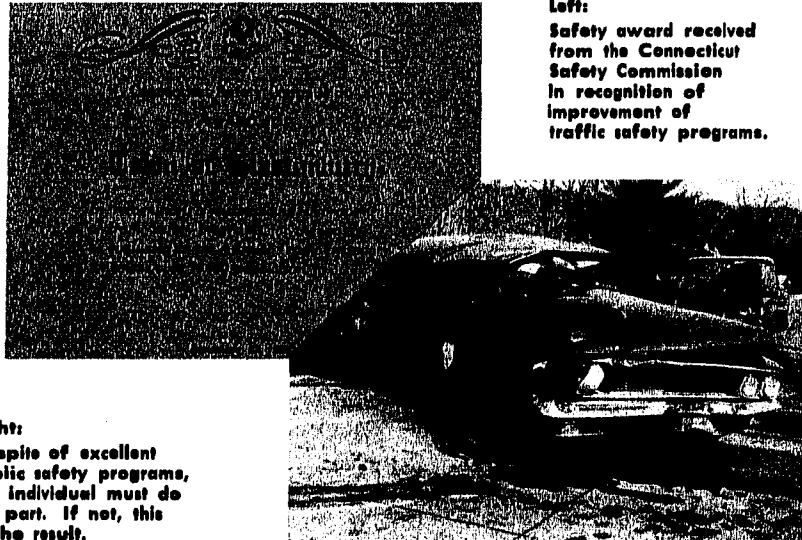
INCORPORATORS OF THE FREE ACADEMY

In 1869 a number of Glastonbury citizens, "feeling the need of a school of higher grade than our district schools," organized a "stock company" for the purpose of building and maintaining such a school. This building was erected on the site where the present Junior High School now stands. The Glastonbury Academy, as it was called, opened in 1870 with an attendance of 93—"Gentlemen 43, Ladies 50." Until 1890 expenses were met through tuition fees. Although costs were low, finances were a constant worry to the Board of Trustees and an appeal was made to the citizens for support. The response was very generous and in 1890 the school became the Glastonbury Free Academy. In 1893 a charter was secured from the Legislature and the corporation was officially organized as the Glastonbury Free Academy.

In 1902 the Glastonbury High School was established and the Free Academy Corporation gave its building and adjoining property to the Town to be used as a High School. The Glastonbury Free Academy Corporation has continued its existence for the purpose of administering its invested funds, the income being used to purchase books for Glastonbury schools. From 1952 through 1963 the Corporators have given \$20,700.00 for books for the Mary E. Kingsbury Library in the High School and \$8,000.00 for books for the Academy Junior High School Library. A sum of money has been allocated to be spent for books in the abovementioned libraries during the coming year.

Old photograph of the Glastonbury Free Academy. The buildings were located on the site of the present Junior High School.





Left:
Safety award received from the Connecticut Safety Commission in recognition of improvement of traffic safety programs.

Right:
In spite of excellent public safety programs, the individual must do his part. If not, this is the result.

POLICE DEPARTMENT

Per Capita Cost \$7.93 in 1963-64

Safety Award This year Glastonbury was one of six towns in the state to receive an award from the Connecticut Safety Commission in recognition of outstanding improvement of traffic safety programs as evaluated in the Annual Traffic Inventory for towns over 10,000 population. This award was particularly welcome since the Town is experiencing increasing traffic volumes on its roads, many of which are not adequate to carry such volumes.

School Safety The safety programs carried out by students at the schools are most effective. The members of the school faculty have worked hard on these programs and have cooperated fully. The Safety Patrols are to be complimented for their fine work. Through the cooperation of many civic organizations, seven students, representing Glastonbury, were able to attend the National Safety Patrol Parade in Washington, D. C.

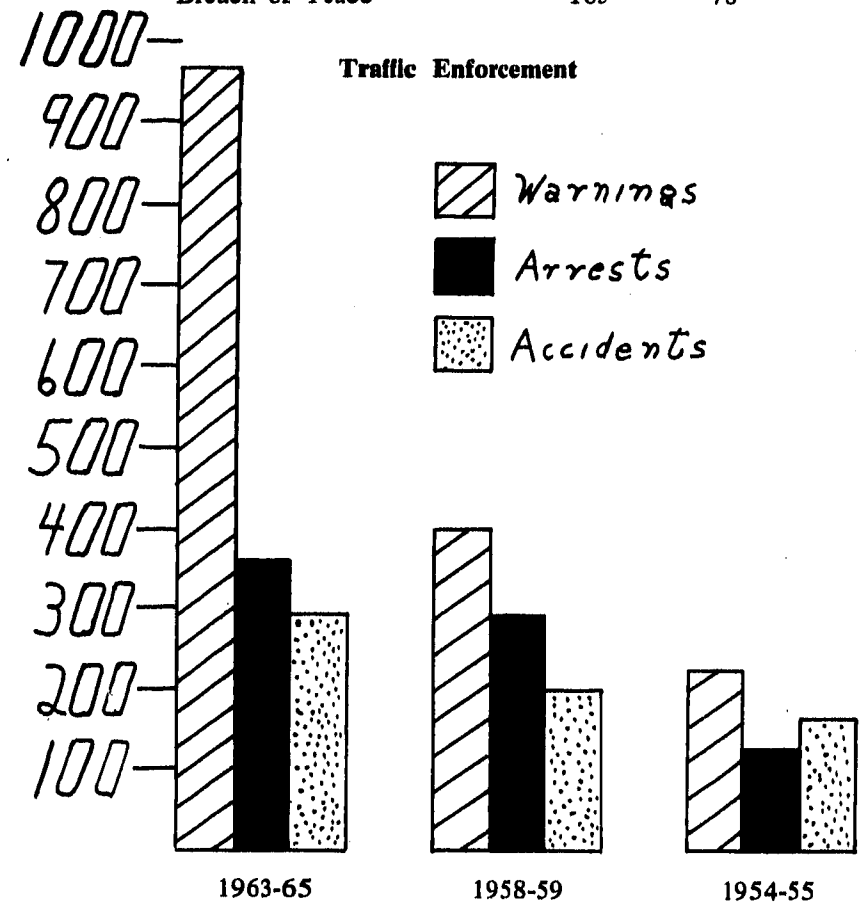
Training The importance of constant training of older members of the department, as well as new men, is emphasized. Members are sent to those schools which meet the needs of the individual in his endeavor to better qualify himself in a specific phase of law enforcement. Some of the schools and courses attended last year by police officers were: University of Connecticut—Supervision of Police Personnel; State Police School—Photography; State Police School—Basic Training; and State Police School—Basic Training (Special School for state police officers).

Services This year a partial patrol was instituted to give the eastern section of Town better protection. Efforts will continue with the hope that a full-time patrol may be inaugurated soon so that the area may be covered night and day the year 'round.

Statistics A review of annual reports shows a slight increase in more serious crimes from 1960 to 1964. However, most increases are confined to those police problems common to most suburban towns: traffic, property damage, and theft.

Comparison of Police Activity — 1960 to 1964

	1959-60	1963-64
Motor Vehicle Arrests	259	357
Motor Vehicle Warnings	422	950
Criminal Arrests	124	124
Property Damage	133	202
Juveniles	153	119
Sick or Injured Assistance	286	270
Break and Entering	27	91
Domestic	65	38
Fraud	51	44
Theft and Attempts	111	176
Breach of Peace	105	78





Firemen and instructors checking children evacuated during fire drills at one of the schools.

BOARD OF FIRE COMMISSIONERS

Per Capita Cost \$2.42 in 1963-64

During the past year land was purchased for two new firehouses, one on Hopewell Road near New London Turnpike, and the other at the intersection of Hebron Avenue and Manchester Road. The final plans for the new buildings have been approved and construction will start as soon as funds are made available.

NEW EQUIPMENT A new 750 gallon per minute pumper was received in April and is being housed at Company #3.

COMPANY #4 A new company was organized to man the proposed new firehouse at Hebron Avenue and Manchester Road. Mr. William Bailey was appointed Captain and is training the new firemen.

FIRE TRAINING CENTER The Board of Education released land behind the Academy School so that a fire training center can be established. Work on this center is expected to start next year.

A Fire Education Training Program is still being continued. Six Fire Officers attended the Fire Officers Conference at the University of Connecticut, and our Fire Marshal attended the Fire Marshals Conference. Twenty firemen completed a twenty-one week course sponsored by the State Board of Education. Eight firemen attended a week of training at the New Haven Fire School. Several fire drills are being held each month at all of the fire companies.

SUMMARY OF FIRE ALARMS

Classification	Number of alarms	
	1962-63	1963-64
Buildings and Contents	23	33
Motor Vehicles	28	30
Brush and Grass Fires	67	104
Dump Fires	5	7
Factory Alarms	6	5
Chimney Fires	4	5
Other Alarms	11	10
False Alarms	1	1
Total	145	195

The Glastonbury Fire Department answered 50 more alarms this past year than the previous year. An increase of 37 brush and grass fire alarms was shown. A great majority of these fires were incendiary and were caused by the carelessness of smokers and the handling of matches by minor children. Also, the building alarms increased by 25%. Six major fires occurred which completely destroyed four barns, seriously damaged two homes, and claimed one life through fatal burns.

FIRE MARSHAL

Per Capita Cost \$.05 in 1963-64

One hundred forty-two inspections and investigations were made during the year. Included were all convalescent homes, boarding homes, public schools, nursery schools, churches, places of assembly and miscellaneous other occupancies. Two fire drills were held in each school in addition to monthly drills held by school administrators.

Nineteen permits were issued for the use of explosives and five for the storage of explosives or blasting caps.

For the second consecutive year a fatality occurred as a result of a grass fire. As is noted in the Chief's report, there has been a continuous increase in grass and brush fires. As a result, the Town Council at the request of the Fire Department and Town Manager, passed a local ordinance for regulation of this type of fire.

The Fire Marshal, Deputy Fire Marshal, Chief and Assistant Chief attended an eight-week course in Bloomfield consisting of twenty hours' instruction by personnel of the State Fire Marshal's Office in various phases of inspection and investigation work. The Marshal and Deputy Marshal also attended the three-day Fire Marshal's Conference at the University of Connecticut sponsored by the Connecticut Department of Education.



Architect's drawing of one of the proposed new fire stations

DOG WARDEN

The Dog Warden reports that the present dog pound cannot much longer house the increasing number of roving dogs and unlicensed dogs. Another problem at the pound is the lack of water. Water for the dogs or to clean the pound must be carted in. Once the present refuse disposal site, where the pound is located, is abandoned, steps will have to be taken to relocate and expand the dog pound.

SUMMARY OF DOG ACTIVITY

	1962-63	1963-64
Impounded	122	147
Redeemed	67	81
Sold	35	12
Pets	7	6
Put to sleep	10	32

As neighborhoods build up, roving dogs become more and more of a problem. State laws require dogs to be leashed or under the control of their owners. Dog owners are urged to become familiar with and abide by these laws.

CIVIL DEFENSE

Per Capita Cost \$.08 in 1963-64

The local Civil Defense Organization consists of trained volunteers available in case of war emergency or natural disaster. Its auxiliary police and communications sections have remained active. It has been difficult to maintain interest in other phases of the program. However, a number of persons took part in a medical self-help course which demonstrated first aid measures when a physician is not readily accessible.

SAFETY COMMITTEE

The Safety Committee studies safety problems and recommends corrective measures to the responsible agencies. During the year it dealt with pedestrian and vehicular traffic, street lighting, parking, school safety, and street hazards.

School safety — recommended changes in locations of school bus stops on Hebron Avenue and studied possible relocation of crosswalks at the Academy School.

Parking—recommended installation of no parking signs on Griswold Street, reviewed plans for off-street parking submitted by Franklin's Pharmacy, and studied possible changes in the Town's policies toward head-in parking associated with businesses on major streets.

Traffic control—recommended clearer sign installations for one-way streets such as High Street and School Street, recommended installation of blinker lights in the Center, reviewed with Town Council progress of and plans for improvement of traffic conditions at the Center.

Street lighting—recommended improved lighting of Main Street in the business areas, urged better lighting at the entrances to the High School on Hubbard Street.



Aerial View of Portion of Planned Industrial Zone north of Hebron Avenue and east of Route 2 Relocation and the Glastonbury Expressway.

SPECIAL REPORT

DEVELOPMENT AND INDUSTRIAL COMMISSION

The goal is expansion of the tax base and a community balanced among commercial, industrial, and residential uses. To attain this goal and encourage development in industrial zones is the responsibility of the Development and Industrial Commission.

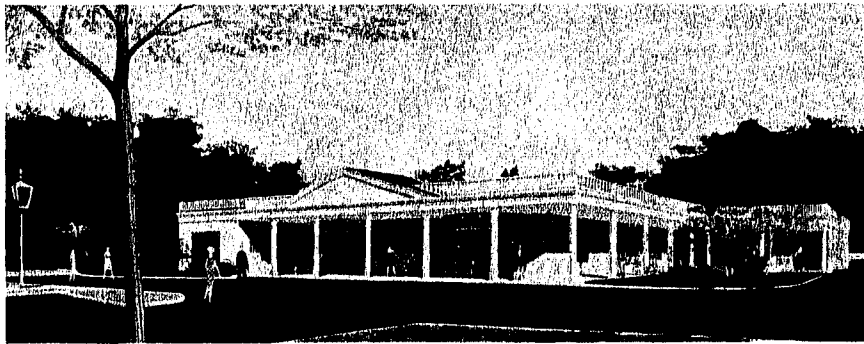
In the past year considerable progress has been made in planning for industrial development. A Planned Industrial Zone of 340 acres has been established. Industrial road layouts and sanitary sewer extensions are in the planning stage.

The Commission has not only spurred on these plans but has taken specific steps to attract industrial prospects and make known what Glastonbury has to offer. A brief summary of its actions follows.

- Industrial land inventory system. All land and buildings in industrial zones is being catalogued and keyed into maps of industrial zones.
- Available land survey. Owners of industrial land were surveyed to determine whether or not such land is available for sale to industrial prospects.
- Registered Community Audit. An audit of all available information and statistics of an industrial nature was compiled and filed with the Industrial Development Research Council, a national organization providing information to industries interested in expansion or relocation.
- Planned Industrial Zone. A high priority was assigned to development of this area because of its proximity to expressway interchanges and the willingness of a great majority of its landowners to cooperate with the Commission.
- Personal contacts. Six industries were approached during the year about possible location in Glastonbury. Close liaison was maintained with the State Development Commission and the Area Development personnel of the Connecticut Light and Power Company.

THE PLANNED INDUSTRIAL ZONE

North of Hebron Avenue and east of the Glastonbury Expressway and Route 2 Relocation . . . ready access to expressway interchanges . . . interior road layouts in planning stage . . . master plan for sanitary sewers due December 1964 . . . soil borings and geological studies completed . . . aerial maps and topographic maps completed . . . conferences with industrial park developers and industrial prospects held . . .



Proposed DeGemmis building off Main Street near the Center. This is the first commercial project approved by the Town Plan and Zoning Commission in the Planned Business Zone.

TOWN PLAN AND ZONING COMMISSION

Per Capita Cost \$.41 in 1963-64

The purpose of the local planning and zoning function is perhaps best expressed in the legal language of Section 1 of the Zoning Regulations. This section reads in part as follows: "These regulations are adopted . . . for the purpose of promoting the health, safety, morals, and general welfare of the community; of lessening congestion in the streets; of providing adequate light and air; of preventing the overcrowding of land and avoiding undue concentration of population; of facilitating adequate provision of transportation, water, sewerage, schools, parks and other public requirements; of conserving the value of buildings and encouraging the most appropriate use of the land throughout the Town in accordance with the Comprehensive Plan and with reasonable consideration for the character of the area and its peculiar suitability for particular uses . . ."

The Commission devotes long hours to furthering these aims. During the past year it met 24 times in regular and special sessions. The Commission retains sole planning powers but shares zoning powers with the Town Council, which makes the final decision on all changes in zones or in the zoning regulations. A brief summary of the activities of the Town Plan and Zoning Commission appears below.

● **Zoning.** Recommended to the Town Council the creation of a Planned Business Zone at the intersection of Manchester Road and Hebron Avenue, a Planned Industrial Zone north of Hebron Avenue and east of Route 2 Relocation and the Glastonbury Expressway, and a change from Reserved Land to Rural Residence of seven parcels of land near Wickham and Neipsic Roads. Did not recommend a change from Residence AA to Industrial of land southwest of Route 2 Relocation off Neipsic Road.

● **Planning.** Amended the Town Plan of Development to include in a Planned Business Zone land near the intersection of Hopewell Road and New London Turnpike; approved as being in conformance with the Town Plan the purchase of the Williams property for park purposes, the acquisition of fire station sites at Manchester Road and Hebron Avenue and at Hopewell Road and New London Turnpike, and the construction of an Auxiliary Police Ambulance Building behind the Town Office Building; and

supported the plans of the Conservation Commission to preserve the Glastonbury Meadows as open space by obtaining conservation easements.

● **Regulations and Ordinances.** Reviewed zoning regulations and recommended to the Town Council a series of amendments to clarify wording and bring up to date; recommended changes in Planned Industrial Zone regulations to make them more flexible; recommended an ordinance permitting construction under certain conditions on land not abutting Town roads; began a review of sign regulations and a proposed low density, two-acre residential zone.

● **Other Actions.** Approved 13 subdivisions with a total of 132 residential lots; approved six garden apartment projects with 293 units and denied one project with 28 units; approved four plans for excavation and denied one; considered proposals for an updating of comprehensive planning in the community; met with the Sidewalk Evaluation Committee concerning policies for sidewalk installations in subdivisions.

TOWN PLANNER

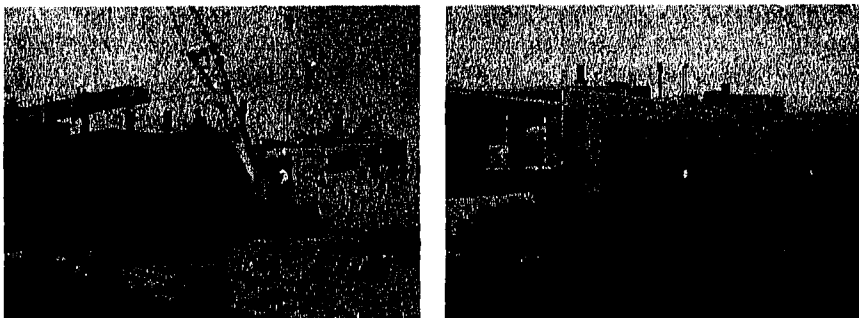
The rapid growth and development of the Town requires planning and foresight. There must be a logical and sensible plan to follow. To permit the Town to grow without a plan, including highway layouts, land use and zoning, utilities, public facilities, would be like building a house without an architect's or builder's plan. The result is unattractive, chaotic, and a waste of money.

It is not the intent of the planning process to carry out programs or spend tax dollars. Rather, it is a process designed to obtain the greatest effectiveness and lasting benefit from each dollar spent in development, either public or private. Mere exploitation of land, the Town's most valuable resource, is guarded against, and a high level of cooperation is maintained between the Town Plan and Zoning Commission and local developers.

The Town now has the services of a full-time professional planner who assists the Commission and performs a multitude of long-range planning tasks and routine administrative duties. The Town Planner cooperates with and provides information for those agencies dedicated to preservation of the character of the Town, conservation of its amenities, and stimulation of its tax revenue situation. He allots his time to any assignment requiring emphasis in the all-important balance of land uses.

The Town Planner and special consultants will participate in the preparation of plans of circulation, land use, public facilities, building land analysis, population and economic base studies, and programming for roads and utilities, all of which are part of the updating process of the Comprehensive Plan of Development. The Planner coordinates the efforts of a number of agencies, contractors and consultants engaged in the growth and improvement of Glastonbury.

Reports of planning and zoning matters are issued from the Planner's office, generally through the press, with the belief that acceptance of new measures can only be obtained from an informed public. The Town Planner joins the Commission in encouraging public participation in planning matters as a part of the responsibility that goes with the privileges of property ownership.



Addition to Treatment Plant under construction and completed.

SEWER COMMISSION

Per Capita Cost \$1.77 in 1963-64

"Water, water everywhere
And all the boards did shrink;
Water, water everywhere
Nor any drop to drink."

Coleridge

Such was the curse of the Ancient Mariner. Posted over every bridge and dam on every river and street, it could one day serve as an epitaph for civilization — unless we stop polluting our brooks, streams and watersheds with quick-sudsing detergents, untreated septic fields and industrial wastes. "The boards that shrink" may be our own wells and streams.

During the past year, operations at the Sanitary Wastes Disposal Plant have been very satisfactory. Flow has been increasing steadily due to house connections and increased building in our North End sewered area. Inspection of all new apartment and housing sanitary sewers has been the responsibility of this department, along with its normal seven-day weekly operations. Again this year as in the past years, the department has been called upon to render additional service by assisting other departments, such as Public Works, Parks, and Recreation. A special program of rodent control was set up and successfully carried out when the Town Dump was converted to a sanitary land fill operation.

Completion of the storage addition at the Plant was accomplished in October of this year. This has given us better storage capacity for our own equipment and also facilities for greater laboratory control of our Plant operations. The success of our treatment operation is dependent upon close observation of chemical analysis of the sewage.

During the period 1963-64 the efforts of the Sewer Commission have been aimed at expanding its present system. A preliminary engineering study of the Hubbard Brook area has been completed. A public hearing was held in regard to this area and further studies of the Hubbard Brook plan are being made.

The engineering firm of Metcalf & Eddy has been retained to make a detailed Master Plan study of the Salmon Brook area, to be incorporated with our present facilities in that area. Commission members feel that the ultimate plan for the Town is a complete Master Plan for sewers in the entire Town. A Master Plan such as this would detail locations, dates of construction, and pipe sizes for all future developments.

SEWAGE TREATMENT PLANT OPERATION DATA

	1964	1963
Sewage Flows—Gallons	190,440,000	173,577,000
Hours of Operation	8,448	8,400
Number of Septic Tanks Treated	714	762
Miles of Sewer Rodded	9	13.2
Complaint Calls	2	13

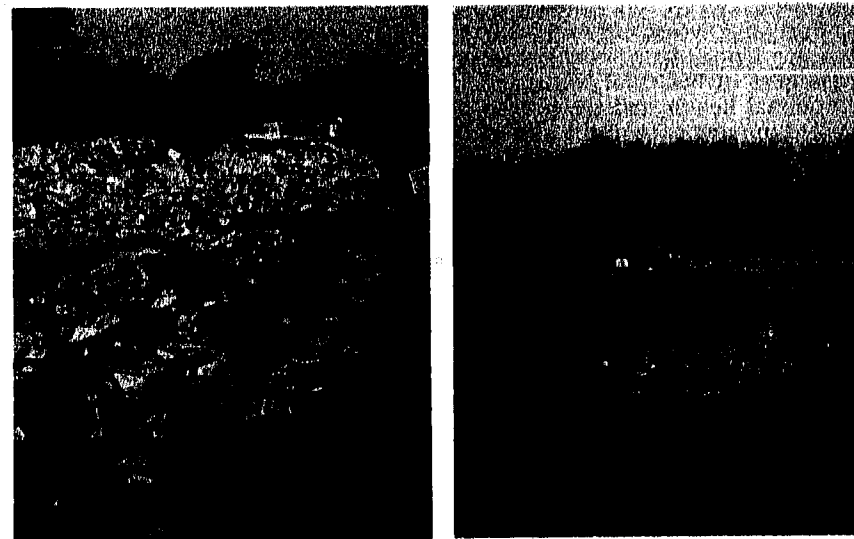
REFUSE DISPOSAL

For years the Town operated an open dump at its refuse disposal site off New London Turnpike. This dump was subject to the usual problems associated with open dumps — odors, rats, smoke, debris. Efforts to locate other sites so that a sanitary land fill or incinerator could be established failed.

As the volume of refuse increased, the problems at the open dump became more serious, and immediate action became necessary. With the full cooperation of the Board of Finance and Town Council, funds were made available to purchase a tractor-crawler, and plans were made to convert the open dump to a sanitary land fill.

The Highway Department devoted nearly a month to the conversion. All existing refuse was covered and burning prohibited. State and federal officials assisted in elimination of the rat population. A plan for operating the full site was worked out.

Town officials expect that a sanitary land fill can be operated at the site for about a year. Sources of fill are limited, and there is relatively little space left. Efforts must still be made to find another site for refuse disposal.



Left: Open dump as Highway Department began conversion to sanitary land fill.
Right: Section of dump area after conversion took place.

HEALTH DEPARTMENT

Per Capita Cost \$.27 in 1963-64

Man's environment constantly requires vigilance if man is to remain healthy and comfortable. Pure water, sewage disposal, stream pollution, swimming pools, child day care centers, eating places, food markets, ice cream stands need attention in a growing community if public health is to be preserved. The local health programs are carried out by part-time personnel; more time will be available once a sanitarian is employed and his services shared between Wethersfield and Glastonbury.

- Sewage Disposal. Plan approval, soil tests, site inspections, and consultations for private systems . . . sanitary sewers should be extended . . . in anticipation of extensions limited septic tank installations were permitted in certain areas.
- Swimming Pools. Increase in private pool installations . . . two semi-public pools in apartment projects . . . periodic inspection and water sampling of public pools.
- Stream Pollution. A cause for concern . . . enforcement against known violators . . . surveys needed to locate violations.
- Well Child Clinics. In cooperation with Visiting Nurse Association . . . 74 physicals . . . 260 immunizations . . . 612 children attended.
- School Health. School bus drivers and cafeteria workers examined . . . 176 influenza injections given employees . . . members of track team received tetanus shots . . . 777 students examined.
- Statistics. Complaints received 51 . . . 17 food inspections . . . 484 environmental inspections involving such items as private sewage systems and water supplies, illegal dumps, and subdivision lots.

VISITING NURSE ASSOCIATION

Per Capita Cost \$.79 in 1963-64

Forty-five years ago 66 charter members organized the Glastonbury Visiting Nurse Association whose purpose was, and still is, to interpret the principles of healthful living necessary for the promotion of physical and emotional health and the prevention of diseases, in addition to providing skilled nursing care of the sick in their homes under the direction of or referral by a physician.

During the past year 5569 visits were made by the Association's three registered nurses, of which 2317 were for nursing and 3252 for health guidance. In addition, the following clinics were held: Dental—12; audiometric—2; gamma globulin—3; and Well Child—9; with a total attendance of 612 children.

A loan closet is maintained at the office from which wheel chairs, crutches, etc. may be borrowed at no charge. Items for this loan closet are either gifts from interested friends or organizations, or have been purchased with memorial donations. Additions are always welcome and needed for often a request must be denied because the equipment is already in use.

The organization receives funds from the Town and from the Federated Fund to supplement fees paid by patients. No one is ever refused service because of inability to pay the full fee; and there is no charge for health visits or clinics. The nurses and a part-time clerk are the only salaries, and a board of 30 townspeople directs the affairs of the organization. In addition, many volunteers give their time in driving patients to hospitals for treatment, for the clinics, and in any other way necessary to insure a healthful town in which to live.



Photograph of interior of library addition under construction. Ground was broken in May 1964. Completion expected by early 1965. Funds from Burnham Trust financed construction.

WELLES-TURNER MEMORIAL LIBRARY

Per Capita Cost \$3.48 in 1963-64

RECIPROCAL BORROWING. The reciprocal borrowing plan among Newington, Wethersfield and Glastonbury permits patrons to use their cards in any of the three towns' libraries. The three libraries met frequently to discuss mutual problems. The new plan has cut down on inter-library loans through the mails.

CIRCULATION. Circulation climbed to 176,248, compared with 139,721 five years ago. In the Adult Department 91,836 books, magazines, and recordings were circulated, up 4,544 over last year; and in the Junior Department circulation reached 84,412, up 1,729. The Record Library circulated 11,875 recordings, up 1,309 over last year.

STORY HOURS. Because of their popularity, story hours for pre-school children were scheduled twice a week, rather than once. There were 47 story hours with 1,318 children attending, compared to 25 sessions last year with an attendance of 713.

HARTFORD FOUNDATION GRANT. A grant of \$5,074 was received to be spent by September 1965 for reference books and to strengthen the library's general non-fiction sections. Librarians of the various libraries receiving such grants are cooperating in spreading the cost loads of expensive sets of books.

SOUTH GLASTONBURY PUBLIC LIBRARY

Per Capita Cost \$.06 in 1963-64

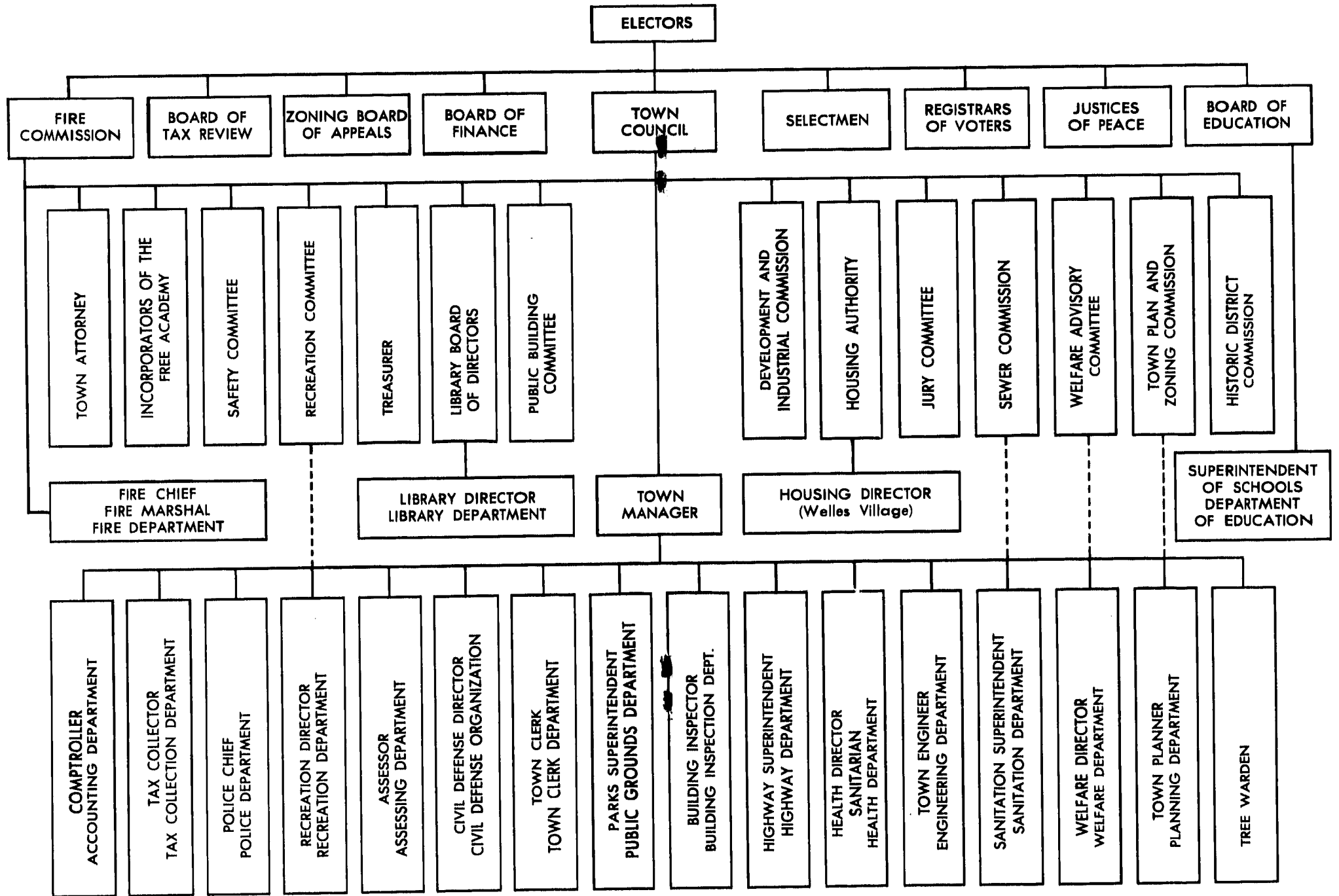
The South Glastonbury Public Library is staffed and supervised entirely by volunteers. It is housed in an attractive building on High Street near the High Street School. Cooperation with the schools and with the Welles-Turner Library have been excellent, and the library ably serves the needs of the South Glastonbury community.

EAST GLASTONBURY PUBLIC LIBRARY

Per Capita Cost \$.04 in 1963-64

The East Glastonbury Public Library celebrated its fourth anniversary this year. Its operations are carried out by volunteers, and close liaison is maintained with the Eastbury School, Welles-Turner Library, and other libraries. The number of borrowers has increased from 318 to 543 over the past four years, and the number of books owned by the library from 850 to 2,054. Library circulation increased from 73 books per day to 135. A variety of programs sponsored by the library included a Summer Readers Club, slide shows, speakers, and a career panel discussion for students.

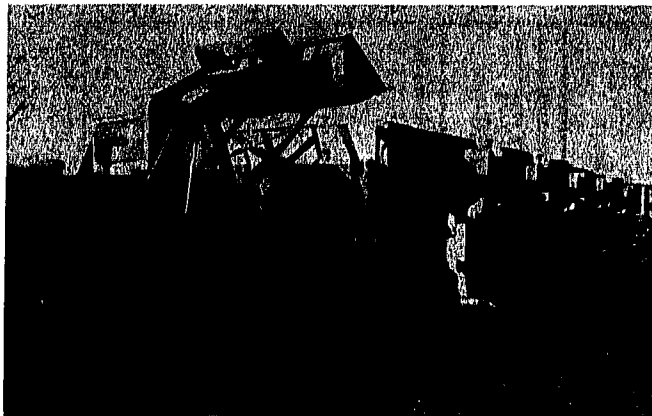
CHART OF COUNCIL MANAGER GOVERNMENT IN GLASTONBURY





Mechanics at Town Garage maintain Town equipment, including most of the school buses.

Meadow Drain. Dates back to pre-Revolutionary days. Every few years Town cleans out the drain. This was done this summer.



Sand spreaders mounted on Town trucks and ready for winter use.

HIGHWAY DEPARTMENT Per Capita Cost \$9.89 in 1963-64

There are approximately 115 miles of Town roads ranging from major roads such as Main Street to narrow gravel lanes in the country. The maintenance of these roads at all seasons is a tremendous job, particularly as population increases in the outlying areas. What was formerly a road serving a few scattered farms becomes a suburban street; residents demand curbs, widening, new pavement, catchbasins, traffic signs, lights.

To keep pace with this demand, the Town is each year allocating more dollars toward road reconstruction and is mechanizing as many functions as possible. For example, there are just under 1,000 catchbasins in Town. If these are not cleaned periodically, they will fill up and drainage pipes become clogged. It takes three men two hours to clean one catchbasin by hand. By machine it takes two men approximately 20 minutes. The cost per catchbasin cleaned by machine is \$4.00 for labor and equipment; the cost per catchbasin cleaned by hand is \$22.00.

THIS YEAR the Department carried out the following programs:
Highway Construction. Rebuilt a portion of Tryon Street and widened a section of Belltown Road. By contract a section of Hopewell Road was rebuilt.

Drainage Work. Drainage structures were installed on Maple and Williams Streets, Ash Swamp Road, House Street, Hillcrest Road, Griswold Street, and in the Center of Glastonbury.

Curbing. Curb was installed on sections of Thompson, Brook, Main, Griswold, Maple and Williams Streets.

Resurfacing. Karen Lee Road and Olde Stage Road were resurfaced with developers paying part of the cost.

Refuse Disposal Area. Nearly a month was devoted to conversion of the open dump into a sanitary land fill.

Miscellaneous. Cleared out the Meadow Drain, widened shoulders of roads, graded gravel roads, patched potholes, and carried out other maintenance work.

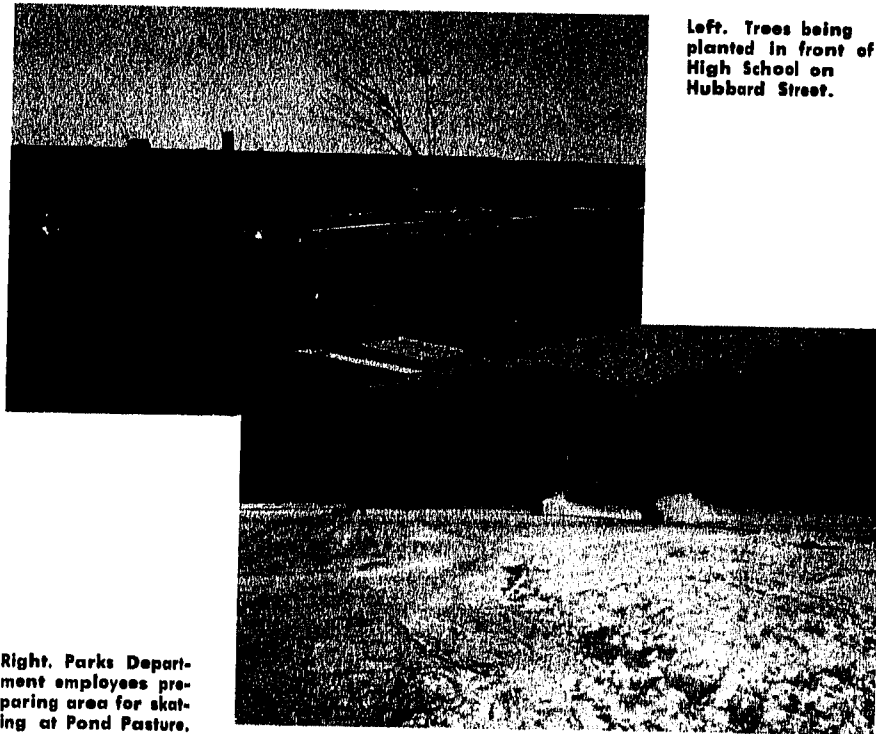
Other Departments. Installed sanitary sewer on Canione Road, rebuilt ball field at Hebron Avenue School, performed various jobs for Board of Education, Welfare Department, Police Department and Recreation Commission.

ROAD EVALUATION COMMITTEE

The Committee is charged with the development of a schedule for the improvement of the Glastonbury road system. It submitted a report in July, 1962 which included a three-year schedule of reconstruction priorities which with few exceptions has been followed over the past two years.

In July 1964 the Committee submitted its second report which contains a detailed inventory of all 115 miles of Town roads, showing condition, physical dimensions, and recommended road classifications to be used as standards for reconstruction. Two maps were prepared, one showing the general condition of roads, and the other applying the classifications to the existing road system.

From this information was developed a schedule of recommended road improvements projected over the next six years. Financing would be by both General Funds and Town Aid Funds, with the Town's share costing between \$68,000 and \$128,000 per year.



Left. Trees being planted in front of High School on Hubbard Street.

Right. Parks Department employees preparing area for skating at Pond Pasture.

PARKS DEPARTMENT

Per Capita Cost \$1.86 in 1963-64

General Care of Public Grounds

As in the past, the Parks and Public Grounds Department took care of the mowing, snow removal, and general outdoor maintenance of all public properties including schools and recreation areas. In addition, the Welles Village ballfield was reconditioned and a similar project begun at Hebron Avenue School. The Varsity Diamond at the High School was also rebuilt and maintained in good condition. An expanded fertilizing and spraying program was adopted in all areas. Constant irrigation of trees, lawns, and shrubs was instituted due to the unusually dry summer. A retired Town fire truck was used extensively for water supply.

Winter Skating Areas

An attempt was made to provide recreational skating at Academy skating area, Cider Mill, and Pond Pasture. The Academy Skating area was reconditioned and flooded via irrigation system loaned by Consolidated Cigar Corp. Results were not up to expectations due to vandalism and poor weather. Last year the Highway Department built a shelter at the skating area behind the Academy School. Mr. Eli Minietti has volunteered to build a similar shelter at Pond Pasture.

Landscaping and Tree Planting

During the fall of 1963 and the spring of 1964 there were a total of 250 trees and shrubs planted. Much of this was made possible by the generous contributions of the local Garden Clubs and the Service Club. The Parks Department drew up the plans and supplied the labor. With this type of cooperation large-scale projects such as plantings at the Grange Pool, the High School front lawn, Glastonbury Center, and the tree belt behind the Town Office Building have been completed. Other trees have been donated to expand the Parks Department nursery.

Tree Warden Responsibilities

As of September 1, 1964, the Parks and Public Grounds Superintendent took over the Tree Warden's responsibilities. Formerly, the Parks and Public Grounds Department worked closely with the Tree Warden by replacing trees that had been taken down. It is the job of this Department to continue to care for the checking, spraying, and replacing of trees. The Parks Department plans to survey all public roads in the Town to determine the condition of existing trees and the need for expanded street planting programs.

Outlook for 1964-1965

At the time of this printing, the Parks and Public Grounds Department has completed the planning and landscaping of the Eastbury School addition at a considerable savings to the Town. Also on the drawing boards for the coming year are a tree belt at the Glastonbury Center, expansion of the planting at the Texaco Station, and the completion of the Little League field at the Hebron Avenue School. Street tree planting will be continued, and the Department will assume new duties in the Cotton Hollow Preserve and James Baker Williams Memorial Park.

TOWN ENGINEER

Per Capita Cost \$1.24 in 1963-64

The Town Engineer is assigned the major responsibility of design or review of design for public works projects and the review of subdivision plans submitted by developers. In addition, he performs a variety of mapping and engineering services for the Recreation Commission, the Development and Industrial Commission, the Auxiliary Police Ambulance Association, the Safety Commission, the Parks Department, the Fire Commission, and the Board of Education.

Ten substantial development plans were the subject of review and subsequent inspection. New road specifications have added to the attractiveness of new subdivisions, and requirements for sidewalks have extended the sidewalk network. Developers have cooperated in improvements of existing Town roads. An example is the improvement of a section of Overlook Road with the help of Manfredi and Cerrina, developers, and a section of Chestnut Hill Road with the help of Charles Monzeglio.

Public works included the rebuilding of a section of Hopewell Road and the scheduling of another section for rebuilding in 1965. Drainage improvements at 13 locations were designed and installed. Sewer extensions were made on Madison Road, Grove Street, and Canione Road, and many laterals were laid under the supervision of the department. Two major reconstruction projects — Hebron Avenue near the Center and the whole of Prospect Street — are scheduled for bids in the spring.

BUILDING INSPECTION

Per Capita Cost \$1.09 in 1963-64

The functions of the Building Inspection Department were complicated to a considerable extent during the past year by the resignation of the Assistant Inspector, by the retirement of the Building Inspector after ten years of service and his succession by a new Inspector requiring the recruitment of another Assistant.

Even with limited personnel from September to April, the Department completed within the annual period 2,508 inspections, including 353 final inspections which determine the adequacy and safety of electric wiring systems, the safety of heating systems, including fuel burning devices, the determination of the fact that all the required structural safety devices have been installed and that the required fire stopping has been properly put in. The buildings covered by these 2,508 inspections included 20 apartment buildings, 139 single-family houses and 8 two-family houses, 7 commercial construction projects and 7 swimming pools, as well as the following public projects: Vocational-Agriculture addition to the High School, Eastbury Elementary School Addition, additions to the Welles-Turner Memorial Library and the Sewage Treatment Plant, and the construction of the Auxiliary Police Ambulance Building.

In accordance with legislation adopted by the General Assembly, the Department assumed this year the responsibility for issuing well drillers' permits under licenses issued by the State. The Building Inspector's office is also charged with enforcement of the Littering Ordinance and in all but a very few cases has received fine cooperation.

This past year marked the elimination of planning responsibilities in the Building Inspection Department. The growth of planning work, particularly in connection with subdivisions, and the increase in activities in the Department made the change advisable.

During the year the Department collected in permit and license fees a total of \$21,542.70 allocated as follows: Building Department \$18,724.10; Town Plan and Zoning Commission \$1,118.10; Zoning Board of Appeals \$1,418.00; and Engineering Department \$282.50. Receipts allocated to the Building Inspection Department barely offset its expenditures, which totalled \$18,517.08. However, research indicates that the present schedule of fees for building permits represents an infinitesimal part of the total construction cost — two-tenths of one percent for 1963-64, and it may well be that some upward revisions should be made.

BUILDING BOARD OF APPEALS

This Board hears appeals resulting from decisions of the Building Inspector concerning interpretations of the Building Code. During the year four appeals were heard, all pertaining to firewall requirements for new apartment buildings. In each case a variance was granted with the proviso that plans and, in two cases, existing construction be changed to provide adequate fire protection.



Sidewalk construction on Griswold Street was second of major sidewalk projects carried out in last three years.

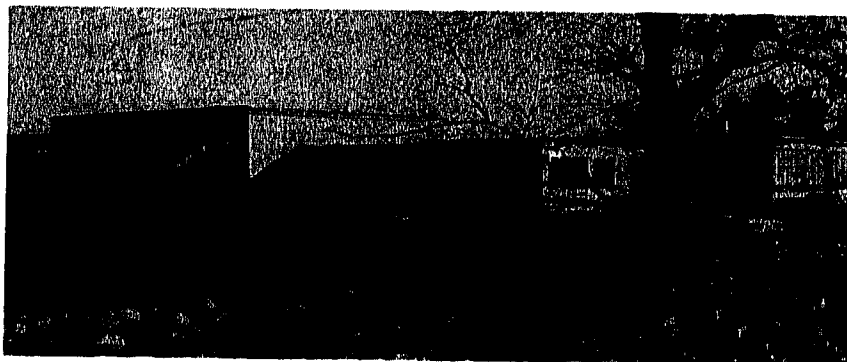
SIDEWALK EVALUATION AND PROGRAM COMMITTEE

This Committee has met approximately every two weeks during the year. In addition to individual research there have been joint meetings with the Town Plan and Zoning Commission, Town Planner, Town Engineer, Board of Education, and attendance at public hearings. Recommendations have been submitted to the Town Council for (1) requirement of sidewalks in all new subdivisions, and (2) assessment policies for corner lots. In the coming year further consideration will be given to formulation of a priority program for sidewalk installation in established high density areas. Inspection of existing sidewalks will be completed and platted on a map.

ZONING BOARD OF APPEALS

The Zoning Board of Appeals considers applications for variances from the zoning regulations or for certain special exceptions as defined in the regulations. The Board is not empowered to make zoning regulations, nor can it ignore or contradict the regulations. Based on the circumstances of each appeal and the particular and peculiar hardships in each case, it renders its decision in accordance with common sense, the best interests of the Town, and the extensive legal precedents established in court cases.

During the year the Board held ten public hearings at which a total of 95 appeals were heard. Of these, 73 were approved, 18 were denied, and 4 were withdrawn. Most of these cases involved appeals from side yard or setback requirements. There were 44 of this nature. Other cases involved location of horse barns, relief from sign and fence regulations, trailers, separate kitchen facilities in residences, and relief from a variety of provisions in the zoning regulations.



View of completed addition to Eastbury School

PUBLIC BUILDINGS COMMISSION

The Public Buildings Commission acts on behalf of the Town in negotiations for land and matters pertaining to the construction of public buildings. The Commission supervises the expenditure of hundreds of thousands of dollars each year as it keeps pace with public building requirements for the expanding population of the Town. Some of the major projects of the Commission are listed below:

- Eastbury School Addition—a 15-room addition to the existing school. The project includes additional play facilities, a ballfield, and landscaping.
- Welles-Turner Memorial Library Addition—a 4400 square foot addition financed from the Harriet Turner Burnham Memorial Fund.
- Language Laboratories—constructed in the Academy Junior High and Senior High Schools so that students may take advantage of the most advanced methods for language instruction.
- Vocational Agriculture Addition — added to the Senior High School and financed by a State grant of \$150,000, this facility will permit instruction of students in agriculture, landscaping, forestry, and related fields.
- Fire Houses — two sites were obtained — one at the Manchester Road-Hebron Avenue intersection and one near the Hopewell Road-New London Turnpike intersection. Architectural plans for construction of two fire houses on the sites are nearing completion.
- Physical Education Facilities — plans for expansion of physical education facilities at the Senior High School were reviewed, and a long-range plan of development was recommended.
- Refuse Disposal Areas — the continued search for a refuse disposal site resulted in consideration of a site off Oakwood Road.
- Police Ambulance Building — plans for this building, to be located behind the Town Office Building, were reviewed.
- Junior High School — Preliminary discussions were held concerning this new school to be built adjacent to the J. B. Williams Park.
- Elementary school sites — a number of properties were analyzed for possible future elementary schools. It makes sense to purchase land while it is still vacant and relatively inexpensive.

FINANCIAL ADMINISTRATION

Per Capita Cost \$2.66 in 1963-64

The financial administration of the Town revolves around the offices of the Assessor, Tax Collector, and Comptroller. The Assessor prepares lists of all assessable property and assessments thereon; the Tax Collector collects not only taxes but also sewer assessments, sidewalk assessments, and sewer use charges; and the Comptroller accounts for all public funds, prepares payrolls, and conducts central purchasing.

OFFICE OF THE ASSESSOR New Assessor employed following merit examination . . . Review of personal property valuations to correct obvious inequities . . . Adjustment of assessments against valuable industrial and commercial land, much assessed as low as \$10 an acre . . . Collection of information for Revaluation and Tax Study Committee supporting a revaluation of all taxable property . . . Revision of records system in cooperation with firm hired to do tax revaluation . . . Correction and updating of property boundaries and dimensions on tax maps.

OFFICE OF THE TAX COLLECTOR Collection of assessments for sidewalk installations on Griswold Street . . . Preparation for collection of sewer use charges in November 1964 . . . Preliminary work anticipating foreclosures against or tax sales of tax delinquent real property . . . Negotiations for preparation of automobile tax billings by data processing . . . Preparation of rate books and mailing of 13,655 tax bills.

OFFICE OF THE COMPTROLLER Earned \$41,838.76 through investment of temporarily idle funds . . . Collected special service fees for Police and Sewer departments. . . Reviewed and reconciled 17,046 checks issued by all Town operations . . . Made suggestions for changes in the financial system, subsequently adopted and now in operation . . . Submitted to the Revaluation and Tax Study Committee a plan for changing over to the uniform fiscal year . . . Established new purchasing system . . . Prepared payrolls, payables and encumbering of the general Town budget appropriations . . . Prepared monthly Appropriations and Expenditures reports and balance sheets for other funds.

BOARD OF TAX REVIEW

Five legally advertised sessions of this Board were held during February 1964 to act on matters concerning the valuation of real and personal property for tax purposes. A total of 80 actions were taken as follows:

56 Lists reduced	\$228,020	
2 Exemptions granted	2,000	
Total reduction		\$230,020
19 New lists added	\$ 24,640	
3 Lists increased	3,171	
Total Increase in Grand List		27,811
Net Change in Grand List		\$202,209

Included in these actions was the consideration of 53 formal appeals for relief from the values assessed. Reductions were granted in 43 instances and denied in 10.

REVALUATION AND TAX STUDY COMMITTEE

Over the past few years it became apparent to the Town Council and Town administration that there were weaknesses and inequities in the property tax assessments and the systems used in arriving at assessments. There were other aspects of taxation and fiscal control, including the fire tax zones, possible adoption of the uniform fiscal year, and methods of budget review and control, that required study. On December 9, 1963 the Town Council appointed a ten-member bi-partisan committee to review these questions and submit recommendations.

After months of assembling and analyzing information on assessments and property values, the Committee concluded that a revaluation of all taxable property should be undertaken. The last revaluation was undertaken in 1957 and in some respects was unsatisfactory. Since that time, considerable development had taken place, large areas of Town had been rezoned, and the system of assessments established in 1957 failed to provide for reasonably comparable assessments of different classes of property.

The Committee, in cooperation with the Assessor and Town Manager, prepared specifications for a revaluation and sought bids. A contract was awarded to United Appraisal Company to undertake the revaluation. During the coming year the Committee will not only review the progress of the revaluation but intends to maintain its interest in the question of fire tax zones and undertake a study of the advisability and feasibility of adopting the uniform fiscal year for the Town.

WHY A REVALUATION

Taxes are necessary, if not pleasant. As a minimum, public policy should see that each property owner pays his fair share, no more, no less. Information developed by the Revaluation and Tax Study Committee proved in many cases this was not the case. For example, an analysis of assessments compared to recent sales of residences showed that many property owners are paying more than their fair share. Land assessments also were found to vary considerably — assessments ranged from 5% to 49% of actual sale prices. In a key industrial area, nearly one-fourth of the total acreage had an assessment of \$10 per acre.

The conclusion was that a revaluation was necessary. It is now under way. It will be completed as of the Grand List of October 1965. In the meantime, the new Assessor has taken as many steps as he can under the limitations of the present assessment system to eliminate the most glaring inequities.

HOW THE REVALUATION WORKS

The revaluation company lists and analyzes all recent sales. It inspects and measures each property. Schedules of values for both land and buildings are developed. All properties are valued according to these schedules. The Assessor checks each step of the process.

The revaluation firm will notify each property owner of the new assessments. Hearings will be scheduled so that each property owner may discuss his assessment if he wishes. He may also appear before the Board of Tax Review if he remains dissatisfied.



The Department annually conducts a clothing drive and distributes clothes to deserving persons.

WELFARE DEPARTMENT

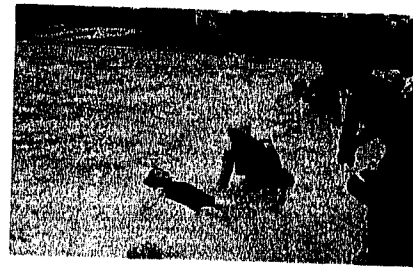
Per Capita Cost \$2.78 in 1963-64

General relief 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.

According to General Statutes, employable persons must register with the nearest agency of the Department of Labor and are not eligible for aid if they refuse to accept a position for which they are fitted and able. The physically and mentally employable person is required to work for the Town for part or all of the aid granted while at the same time making an earnest and continuous search for permanent employment. Refusal to accept a work relief assignment means the person is denied further aid and non-support action is started in Circuit Court. The majority of persons who apply for aid are temporarily unemployed, ill, or are waiting for Federal-State categorical assistance, Social Security, Unemployment Compensation, Workmen's Compensation, Veterans' Benefits or Disability Insurance. 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 receives 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.

The department endeavors to determine and meet needs promptly, withhold assistance from ineligible applicants, give necessary supervision to all active cases, modify or terminate aid as quickly as the circumstances of the case situation warrant it, and provide opportunities for persons to use other resources of a personal or community nature to become self-sufficient and self-maintaining.



RECREATION COMMISSION

Per Capita Cost \$1.29 in 1963-64

This was the first year that the recreation program was supervised by a full-time director. Under the guidance of the Recreation Commission, progress was made in developing programs better to serve the community. The Commission assists the director with program coordination and dissemination of public information. During the year the Commission met eighteen times, not including sub-committee meetings on the budget, capital improvements, pool planning, and by-laws.

The Board of Education has cooperated in extending use of school facilities for recreational programs. The junior and senior high school gyms and many elementary gyms were used for boys' and girls' basketball, baton twirling, school vacation programs, men's sports night, and women's slimnastics. About 295 youngsters took part in the basketball program under volunteer leadership.

Volunteers were utilized during the summer months in arts and crafts, competitive swimming, and other programs. Qualified teenagers served as junior leaders on playgrounds, assisted water safety instructors, and assisted in the competitive swimming program. Qualified adults assisted in the instructional swimming program in order to allow more youngsters to receive swimming instructions under the supervision of the American Red Cross. Agencies such as the Lions Club, Y.M.C.A., and Y.W.C.A. also cooperated in sponsoring, planning, and carrying out programs.

Plans and Progress

- Conducted a learn-to-ski program for school age students.
- Ran a men's sports night and women's slimnastics program.
- Assisted Lions Club in forming official Little League Baseball program.
- Supervised a basketball program for boys and girls ages seven thru H.S.
- Made skating available at three areas with cooperation of the Parks Dept.
- Formed a Teen Council representing the teenage population of the Town.
- Worked with Conservation Commission on the Williams Memorial Park.
- Conducted a school vacation program, a Children's Theatre program, and a baton twirling class.
- Established a six-year capital improvements program for park and recreation improvement.
- Supervised an arts and crafts program and a playground program at various schools.
- Organized instructional and recreational swimming at Eastbury and the Grange Pool and competitive swimming at the Grange.
- Explored the possibility of a roller skating program.
- Surveyed recreational interests in grades four through twelve.
- Interviewed firms and submitted a report on a proposed pool off House St.
- Conducted a synchronized swimming program.
- Adopted a policy governing functions of the Commission and Director.
- Submitted ordinances to the Town Council regulating use of Town-owned facilities and parking at Eastbury.

GLASTONBURY PUBLIC SCHOOLS
GLASTONBURY, CONNECTICUT

BOARD OF EDUCATION OFFICE
WILLIAMS STREET
833-8831

To the Citizens of Glastonbury:

There are many highlights of progress in our schools and in our educational programs during the past year. Results of the combined efforts of many individuals illustrate the firm commitment and constant striving to improve the quality of education in Glastonbury.

Able administrative leaders have provided a dedicated teaching staff with goals in keeping with the needs and desires of our community. Citizen study committees have contributed much to the constructive planning and achievement of objectives by the Board of Education.

Culmination of long-range planning resulted in specific plant expansion in the form of the Vocational-Agriculture Center and two Language Laboratories, plus the needed Eastbury School addition. Vigilant maintenance is a recognized necessity for all modern school facilities.

Shared concerns by the Boards of Education and Finance and the Town Council have smoothed the path to mutual understanding by these citizen bodies. This type of communication can only result in greater service to all the residents of Glastonbury.

Respectfully submitted,

Eleanor R. Geiser

Mrs. Eleanor R. Geiser,
Chairman
Board of Education

**BOARD OF
EDUCATION**

Per Pupil Cost \$500.28 in 1963-64

Per Capita Cost \$131.64 in 1963-64

The Board of Education met twenty-two times during the year. Elected by the people, the Board is a policy making agency for the local school system. Some of the major actions taken by the Board are listed below.

INSTRUCTION

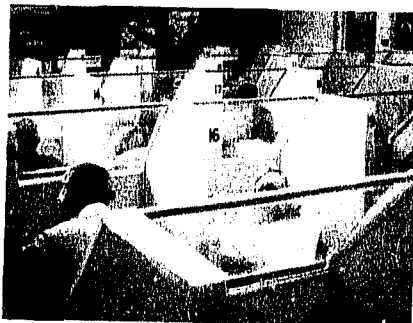
- Adopted certain new textbooks for use in the Glastonbury schools, approved curriculum guides in Homemaking and Industrial Arts, and approved a special program in Geometry for selected ninth grade students.
- Adopted a Policy Statement for the Glastonbury Regional Vocational-Agriculture program and a Policy defining contractual relations between Board of Education and the professional staff.
- Approved the secondary school program of studies for 1964-65, including a change in policy on Summer School make-up, the Summer School program for 1964, and the plan of organization for the Eastbury School.
- Instituted an In-Service Training Program for secondary school teachers in the teaching of reading, to be conducted by the University of Hartford.
- Approved the report on Policies and Procedures Concerning Discipline at Glastonbury High School.
- Approved new district boundaries for elementary schools.
- Approved a cooperative program for Special Education classes in conjunction with Wethersfield, Newington and Rocky Hill.
- Received a report on the use of Educational Television at Hopewell Road School.

PHYSICAL PLANT

- Took action on the following projects: Completed and accepted for use the Vocational-Agriculture Center at the High School, the Language Laboratory installations at Glastonbury High School and Academy Junior High School, and the 15-room addition to the Eastbury Elem. School.
- Requested of the Public Buildings Commission the following: to provide by July 1, 1967 a new junior high school housing 800-1,000 pupils on the Neipsic Road site; to implement the recommendations of the Citizens Study Committee for improving the athletic and physical education facilities at Glastonbury High School; to purchase equipment for the Eastbury School and Vocational-Agriculture additions according to specifications prepared by the Superintendent; and to seek two additional school sites.
- Approved formation of a Secondary Schools Facilities Advisory Council.

OTHER ACTIONS

- Appointed two members to serve on joint committee with Board of Finance and Town Council members, for closer liaison.
- Considered the Superintendent's study on means for reducing costs without reducing the quality and efficiency of the educational program.
- Approved Saturday use of school facilities by the Recreation Commission.
- Extended the walking distance for secondary school students to one and one-half miles; adopted a general policy limiting school bus stops to three per mile; and received a report on pupil transportation and school bus operation.



Students at work in new Language Laboratory.



Foreign Language Curriculum Assistant tests controls.

- Entered into a supplemental agreement with the United States Office of Education for a \$200,000 extension to complete the Modern Language Development Contract.
- Accepted with sincere regret the resignation of Board member James F. Breen.

REPORT OF SUPERINTENDENT OF SCHOOLS

In reports such as this, it is usually in order to express thanks to the community for its help during the past year. This statement is more often than not found in the concluding remarks of the Superintendent. I should like to begin this report by saying that those of us who are responsible for the stewardship of the Glastonbury Public Schools do appreciate the encouragement, the help, and the guidance of our community and its elected representatives, the Board of Education. Countless expressions of confidence and many valuable suggestions have come to us throughout the past year. Because the community has made it clear that it wishes a superior school system and is willing to support it, we have been encouraged to strengthen our existing programs and to introduce new curricula and new techniques where they will serve our youngsters best.

WILLIAM M. MAHONEY, Supt. of Schools

INSTRUCTIONAL PROGRAM

During the year 1963-64, new programs were introduced in several significant areas as mentioned below.

1. A new program for elementary school mathematics was inaugurated in all schools, and new curriculum materials adopted in secondary school math.
2. Physical education was extended to all elementary students.
3. New Curriculum Guides were adopted for secondary English and in the fields of Industrial Arts, Homemaking, Commercial Studies and Vocational-Agriculture.
4. In the elementary schools, renewed emphasis was placed on individualized reading, and a plan for cooperative teaching in the middle grades was inaugurated.
5. A team teaching project for the presentation of United States History in Grade 11 and ninth and tenth-level Foreign Language studying were inaugurated in the High School.

Our students continue to do well on all standardized tests. Although our senior class increased markedly in size, we still maintain the ratio of approximately 70% who go on to other schools and colleges and 30% who are life-bound.

THE BUILDING PROGRAM

Construction of these school facilities was completed during 1963-64: A fifteen-room addition to the Eastbury School, increasing its capacity from 200 to 600 students, with enlarged cafeteria-auditorium, administrative offices, physical education center and library. Language Laboratories, financed from State and Federal funds, to facilitate vast improvement in the instructional program at the Academy Junior High and Glastonbury High Schools. A Regional Vocational-Agriculture addition to the High School, financed by State Department of Education funds, consisting of a large shop, greenhouse, classrooms, library-lab, animal-lab and outside work areas.

COLLEGE ACTIVITIES

Each year student teachers come to the Glastonbury schools from the State Teachers' Colleges, the Universities of Connecticut and Hartford, Wesleyan University, St. Joseph's College and Springfield College. Not only does our staff cooperate thus in the formal training programs of these institutions, but it welcomes graduate and under-graduate groups sent to Glastonbury to observe our classes in action. While this association is helpful to the colleges, we feel that it provides great stimulus for our staff as well.

VISITORS

During the past year over two hundred visitors from other schools, communities and countries visited Glastonbury to observe our programs. Among these were a school superintendent from Sweden, three school administrators from West Germany, a college teacher and an elementary teacher from Russia, and an elementary principal from England. The resultant exchange of ideas between our staff and these visitors pays big dividends in better education.

FOR THE FUTURE

- Planning and Building a New Junior High School. Because this is a very large capital expenditure and because we must maintain an education program of the highest possible quality, care must be exercised to plan a building flexible enough to meet the needs of education in a rapidly changing society.
- Extension and Expansion of Elementary Library Services.
- Implementation of Recommendations of Physical Education Study Com.
- Reassessment of Size Limitations of All Schools. We are concerned that we have in some instances primary classes which exceed 30 students, kindergarten classes of 29 pupils, and fourth grade classes numbering 34.
- Broadening of Services to the Community in the Field of Adult Education.
- More Co-operative Ventures Between Our Schools and Nearby Colleges and Universities.

THE BOARD OF FINANCE

Glastonbury, Connecticut

To the Citizens of Glastonbury:

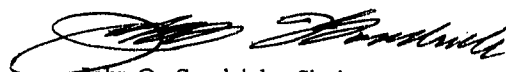
In reviewing the administration of the Town for the past fiscal year, during which your Board of Finance has attempted to guide the financial policies, I find the general pattern one of continuing residential growth with its accompanying demands for increased municipal services and costs. Capital expenditures for schools, recreation, road construction, sewer and refuse disposal and fire houses are the natural results of our growth pattern and must receive priority treatment. As our Town grows and the demand for services results in additional Town and School personnel, our expenses tend to increase at an accelerated rate. Although this situation is not uncommon in other suburban towns, we in Glastonbury must do all we can to help in the solution of our own problems.

Your Board of Finance held fifteen regular meetings and two Public budget hearings during the past fiscal year and members met with various other groups on numerous occasions. To underwrite the operating budget the Board, in February, set a basic tax rate of 43 mills with an additional rate of 1/2, 1 and 2 mills for the various fire zones. This was an increase of 3 mills over the previous year and continued the trend which appears inevitable as long as the Town continues to grow in a strictly residential manner.

We began the year with a cash balance in the General Operating Fund of \$92,291.21. Net receipts during the year were somewhat higher than the Board anticipated in February and actual expenditures somewhat lower, resulting in a cash surplus at the year end of \$172,461.24. This enabled your Board to recommend a transfer of \$80,000.00 to the Reserve Fund for Capital and Non-Recurring Expenditures, leaving a cash balance in the General Fund of \$92,461.24 with which to start the new fiscal year on September 1, 1964.

This is an appropriate time to comment on the Capital Reserve Fund which, over the years, has proven invaluable in providing an immediate source of cash for countless capital expenditures, large and small. Land purchases, architectural and engineering fees, fire houses, a town garage, Board of Education building and addition to the sewerage treatment plant have been financed thru this source. Many capital improvements would have been postponed were it not for this Fund. Many more must be undertaken in the months ahead.

Sincerely,


John Q. Goodrich, Chairman

HOW YOUR TAX DOLLAR IS SPENT

Property taxes pay 77% of the costs of local government. The other 23% comes from various sources. Education, the largest local function, accounts for 73% of every dollar of expenditure.

It is not accurate, however, to say that education takes 73¢ out of every dollar of taxes. 20% of local revenues are state or federal grants for education or is income collected from education activities.

The same reasoning applies to other departments. Some, as the Building Inspection Department, collect enough money to offset all their costs. Others are partially self-supporting — libraries, recreation, welfare.

The following chart shows for 1963-64 the total expenditures, including applicable debt service, of each major function of government, and the net cost of each function to be raised by local taxes. The last column shows the percentage of total property taxes that each function required in 1963-64.

	1963-64 Total Expenditures	Income Received	Net Cost, from Taxes	1963-64 % of Tax
General Govt.	\$ 36,929.73	\$ 1,418.00	\$ 35,511.73	1.18
Staff Agencies	35,566.04	12,434.55	23,131.49	.77
Public Safety	206,371.59	15,218.81	191,152.78	6.39
Public Works	265,636.62	27,946.41	237,690.21	7.95
Financial Admin.	68,648.76	26,785.26	41,863.50	1.40
Health & Sanitation	52,980.17	—	52,980.17	1.76
Welfare	47,769.78	24,858.42	22,911.36	.76
Recreation	22,202.32	3,418.25	18,784.07	.63
Libraries	61,683.38	16,276.86	45,406.52	1.52
Insurance & Bonds	27,328.08	—	27,328.08	.91
Pension Plan	30,587.90	—	30,587.90	1.02
Capital Improvements	159,273.52	24,812.50	134,461.02	4.50
Unclassified	8,939.15	3,212.92	5,726.23	.19
Education	2,768,240.05	752,050.91	2,016,189.14	67.42
Sub-total	\$3,792,157.09	\$908,432.89	\$2,883,724.20	96.40
To Surplus (a)	—	—	106,639.46	3.60
Totals	\$3,792,157.09	\$908,432.89	\$2,990,363.66	100.00

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

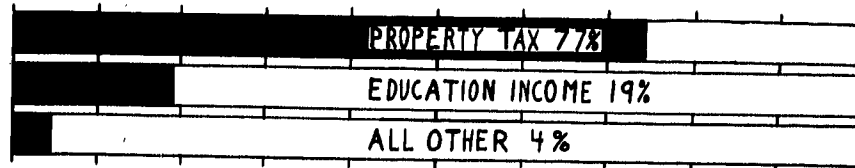
1963-64 BUDGET

	Budget 1963-64	Actual 1963-64	Budget 1964-65
EXPENDITURES			
General Government			
Town Council -----	\$ 3,500.00	\$ 3,349.62	\$ 3,050.00
Board of Finance -----	300.00	264.67	300.00
Town Manager -----	23,426.00	23,859.62	27,855.00
Town Plan & Zoning Com. -----	9,485.00	7,049.41	12,899.00
Board of Tax Review -----	235.00	293.25	310.00
Courts -----	1,590.00	1,296.88	1,590.00
Zoning Board of Appeals -----	890.00	547.95	690.00
	<u>\$ 39,426.00</u>	<u>\$ 36,661.40</u>	<u>\$ 46,694.00</u>
Staff Agencies			
Town Clerk -----	\$ 16,125.00	\$ 16,808.53	\$ 16,910.00
Town Attorney -----	5,500.00	4,656.14	5,600.00
Treasurer -----	4,566.00	4,471.50	4,100.00
Registrars & Selectmen -----	7,870.00	6,910.42	8,251.00
Parking Authority -----	500.00	448.16	450.00
Public Buildings Com. -----	225.00	253.65	275.00
Develop. & Industrial Com. -----	350.00	1,586.82	6,000.00
Safety Committee -----	50.00	340.00	25.00
Tax Study Committee -----	—	268.33	100.00
Historic District Com. -----	150.00	—	—
Conservation Commission -----	500.00	90.82	350.00
	<u>\$ 35,836.00</u>	<u>\$ 35,834.37</u>	<u>\$ 42,061.00</u>
Public Safety			
Police Department -----	\$ 134,523.00	\$ 136,428.93	\$ 145,673.00
Fire Commission -----	43,103.00	41,584.35	49,958.00
Civil Defense -----	1,860.00	1,453.34	750.00
Street Lighting -----	26,000.00	25,005.10	26,500.00
Fire Marshal -----	1,000.00	817.98	1,500.00
Aux. Police Ambulance -----	1,100.00	1,081.89	1,200.00
	<u>\$ 207,586.00</u>	<u>\$ 206,371.59</u>	<u>\$ 225,581.00</u>
Public Works			
Administration & Payroll -----	\$ 94,870.00	\$ 93,736.70	\$ 104,383.00
Operation of Equipment -----	35,358.00	33,465.66	36,721.00
Snow & Ice Removal -----	21,800.00	20,455.39	32,470.00
Roadways & Drains -----	18,500.00	22,372.62	31,810.00
Parks & Public Grounds -----	25,198.00	31,976.56	41,182.00
Tree Warden -----	7,260.00	21,271.15	22,185.00
Town Engineer -----	21,229.00	18,761.19	18,613.00
Building Inspector -----	19,537.00	23,597.35	22,598.00
Public Buildings -----	22,696.00	—	—
	<u>\$ 266,448.00</u>	<u>\$ 265,636.62</u>	<u>\$ 309,962.00</u>
Financial Administration			
Tax Collector -----	\$ 13,748.00	\$ 12,579.74	\$ 17,031.00
Comptroller -----	13,517.00	13,490.27	16,209.00
Assessor -----	18,847.00	19,628.41	20,396.00
	<u>\$ 46,112.00</u>	<u>\$ 45,698.42</u>	<u>\$ 53,636.00</u>
Health and Sanitation			
Sewer Commission -----	\$ 29,252.00	\$ 30,425.97	\$ 14,219.00
Health Department -----	19,490.00	18,291.60	23,172.00
Refuse Disposal -----	4,619.00	4,262.60	12,980.00
	<u>\$ 53,361.00</u>	<u>\$ 52,980.17</u>	<u>\$ 50,371.00</u>
Welfare			
Administration & Outdoor Aid -----	\$ 44,575.00	\$ 47,769.78	\$ 47,766.00

	Budget 1963-64	Actual 1963-64	Budget 1964-65
Recreation			
Recreation Commission -----	\$ 24,666.00	\$ 22,202.32	\$ 34,971.00
Libraries			
Welles-Turner Mem. Library -----	\$ 60,880.00	\$ 59,933.38	\$ 67,200.00
South Glastonbury -----	1,000.00	1,000.00	1,000.00
East Glastonbury -----	750.00	750.00	750.00
	<u>\$ 62,630.00</u>	<u>\$ 61,683.38</u>	<u>\$ 68,950.00</u>
Insurance and Bonds -----	\$ 28,550.00	\$ 27,328.08	\$ 27,850.00
Pension Plan -----	\$ 32,231.00	\$ 30,587.90	\$ 32,931.00
Unclassified -----	\$ 10,810.00	\$ 8,939.15	\$ 8,860.00
Total General Town Operating -----	<u>\$ 852,231.00</u>	<u>\$ 841,693.18</u>	<u>\$ 949,633.00</u>
Capitol Improve. Program -----	\$ 99,850.00	\$ 81,480.52	\$ 118,440.00
Total Gen. Town Budget -----	<u>\$ 952,081.00</u>	<u>\$ 923,173.70</u>	<u>\$1,068,073.00</u>
Contingency -----	\$ 35,000.00	—	\$ 30,000.00
Bonds and Interest -----	\$ 529,353.00	\$ 524,724.34	\$ 585,818.00
	<u>\$1,516,434.00</u>	<u>\$1,447,898.04</u>	<u>\$1,683,891.00</u>
Language Lab. -----	\$ 105,000.00	\$ 79,984.56	—
Board of Education -----	\$2,276,000.00	\$2,264,274.49	\$2,517,589.00
GRAND TOTAL -----	<u>\$3,897,434.00</u>	<u>\$3,792,157.09</u>	<u>\$4,201,480.00</u>
RECEIPTS			
Property Taxes — Current -----	\$2,774,086.00	\$2,858,907.85	\$3,095,923.00
Property Taxes — Prior -----	77,000.00	93,403.44	95,000.00
Penalties, Interest & Fees -----	6,500.00	7,845.44	7,900.00
	<u>\$2,857,586.00</u>	<u>\$2,960,156.73</u>	<u>\$3,198,832.00</u>
In Lieu of Taxes -----	\$ 30,367.00	\$ 30,206.93	\$ 30,206.00
Courts -----	3,000.00	3,429.91	4,200.00
Education -----	561,385.00	548,616.51	602,171.00
Building Inspection -----	19,500.00	20,059.70	18,800.00
Plan & Zoning Commission -----	1,700.00	1,418.00	1,400.00
Recreation -----	5,500.00	3,418.25	5,000.00
Police -----	13,050.00	11,788.90	10,700.00
Licenses & Permits -----	500.00	804.00	800.00
Public Works -----	11,750.00	7,082.71	7,560.00
Welfare -----	22,000.00	24,858.42	23,100.00
State Grants for School Construction	112,895.00	112,896.61	126,645.00
Town Clerk -----	10,200.00	12,434.55	12,300.00
Welles-Turner Mem. Lib. -----	12,867.00	16,276.86	13,770.00
Sewer Commission -----	10,700.00	10,750.00	6,250.00
Unclassified -----	28,843.00	44,091.25	47,294.00
Language Laboratory -----	105,000.00	90,537.79	—
Total Receipts -----	<u>\$3,805,143.00</u>	<u>\$3,991,118.33</u>	<u>\$4,109,019.00</u>
Cash on Hand September 1 -----	92,291.00	92,291.21	92,461.00
GRAND TOTAL -----	<u>\$3,897,434.00</u>	<u>\$3,991,118.33</u>	<u>\$4,201,480.00</u>

WHERE IT COMES FROM

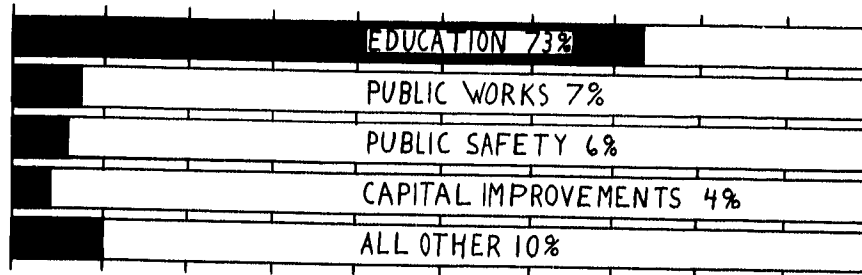
REVENUES	Amount	%
Property taxes	\$2,990,363.66	76.7
Education grants and income	752,050.91	19.3
Public works	27,946.41	.7
Investment earnings	26,785.26	.7
Welfare refunds	24,858.42	.6
All other income	76,791.89	2.0
TOTAL	\$3,898,796.55	100.0



WHERE IT GOES

EXPENDITURES	Amount	%
General Government	\$ 36,929.73	1.0
Staff Agencies	35,566.04	1.0
Public Safety	206,371.59	5.5
Public Works	265,636.62	7.0
Financial Administration	68,648.76(a)	1.8
Health and Sanitation	52,980.17	1.4
Welfare	47,769.78	1.3
Recreation	22,202.32	.5
Libraries	61,683.38	1.6
Insurance and Bonds	27,328.08	.7
Pension Plan	30,587.90	.8
Unclassified	8,939.15	.2
Capital Improvements	159,273.52(b)	4.2
Education	2,768,240.05(c)	73.0
TOTAL	\$3,792,157.09	100.0

(a) Includes costs of tax anticipation borrowings. (b) Includes applicable share of debt service costs for general town purposes. (c) Includes language lab construction and applicable share of school construction debt service.



CASH RECEIPTS AND DISBURSEMENTS

GENERAL FUND

	Fiscal year ending August 31 1963	1964
Cash balance beginning of year	\$ 92,228.85	\$ 92,291.21
Property taxes, interest, and lien fees ..	2,524,349.17	2,960,156.73
State grants for education	474,248.79	539,424.19
State grants for school construction	112,896.61	112,896.61
Building inspection	20,545.51	20,059.70
Police department	19,030.77	11,788.90
Welfare department	21,029.86	24,858.42
Welles-Turner Memorial Library	16,653.58	16,276.86
Lieu of tax payments	27,775.39	30,206.93
Circuit Court fines and fees	2,671.02	3,429.91
Recreation	3,783.16	3,418.25
Other school receipts	7,374.24	5,227.15
Public works	3,554.66	7,082.71
Town Clerk	10,816.05	12,434.55
Interest on treasury bills	14,107.26	26,785.26
Language laboratory receipts	—	90,537.79
Sewer acreage charges	10,965.00	10,750.00
Miscellaneous receipts	7,795.01	23,493.16
Tax anticipation borrowings	1,500,000.00	2,000,000.00
Counting the opening cash balance, total dollars available were	\$4,869,824.93	\$5,991,118.33
Tax anticipation notes repaid	\$1,500,000.00	\$2,000,000.00
Board of Education	1,903,309.52	2,264,274.49
Capital improvements	64,994.54	81,480.52
Bond and interest payments	511,990.42	524,724.34
General government	59,595.81	72,495.77
Police protection	131,778.15	136,428.93
Volunteer fire department	42,955.37	41,584.35
Other public safety functions	28,382.39	28,358.31
Highway department	166,487.72	170,030.37
Town Engineer	13,677.48	21,271.15
Building inspection	16,281.07	18,761.19
Other public works activities	50,463.69	55,573.91
Financial administration	45,407.22	45,698.42
Health and sanitation	52,674.00	52,980.17
Welfare department	42,407.22	47,769.78
Recreation activities	20,355.19	22,202.32
Libraries	59,196.03	61,683.38
Insurance and pensions	54,063.36	57,915.98
Transfer to Reserve Fund	10,000.00	106,500.00
Language labs	—	79,984.56
Miscellaneous	3,514.54	8,939.15
Total disbursements	\$4,777,533.72	\$5,898,657.09
Cash balance end of year	\$ 92,291.21	\$ 92,461.24

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, 1964

Assets:

Cash on deposit	\$ 74,428.19
U. S. Treasury bills, at cost	34,709.10
Due from General Fund	93,402.37
Due from State of Connecticut (grant for language laboratories)	34,705.30
	<u>\$237,244.96</u>

Unexpended Appropriations and Fund Balance:

Unexpended Appropriations	\$ 64,457.77
Fund Balance	172,787.19
	<u>\$237,244.96</u>

CASH RECEIPTS AND DISBURSEMENTS

Balance September 1, 1963

	\$ 19,033.63
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Receipts:

Sale of old Town office building	\$ 30,000.00	
Grant from Hartford Foundation for Public Giving	5,074.00	
Transfers from other funds: General Fund:		
Sewer assessments	13,500.00	
Other	36,500.00	
Bond Capital Projects Fund	24,027.84	
Sale of U. S. Treasury bills	140,000.00	
	<u>249,101.84</u>	
	268,135.47	

Disbursements:

Project Expenditures	54,923.46	
Purchase of U. S. Treasury bills	138,783.82	
	<u>193,707.28</u>	

Balance August 31, 1964

	\$ 74,428.19
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TAX COLLECTOR Report of Property Tax Collector Year Ended August 31, 1964

Grand List October 1	Due Date of Tax April 1	Collectible Fiscal Year	Additions	Deductions	Adjusted Collectible	Paid to Treasurer
1963	1964	\$2,972,573.38	\$2,919.36	\$ 7,202.96	\$2,968,289.78	\$2,859,926.78
1962	1963	100,968.91	108.78	2,429.72	98,647.97	79,532.13
1961	1962	23,650.95	4.05	1,429.31	22,225.69	13,034.58
1960	1961	7,193.38	—	644.62	6,548.76	3,118.39
1959	1960	5,454.15	—	—	5,454.15	1,393.36
1958	1959	2,211.89	—	—	2,211.89	676.58
Prior Years		4,194.47	—	99.14	4,095.33	2,474.91
		<u>\$3,116,247.13</u>	<u>\$3,032.19</u>	<u>\$11,805.75</u>	<u>\$3,107,473.57</u>	<u>\$2,960,156.73</u>

Actual Collections During Year

Grand List October 1	Taxes	Interest	Lien Fees	Total	Collectible Uncollected
1963	\$2,858,907.85	\$1,018.93	\$ —	\$2,859,926.78	\$109,381.93
1962	76,230.12	3,219.51	82.50	79,532.13	22,417.85
1961	11,318.77	1,592.06	123.75	13,034.58	10,906.92
1960	2,693.13	365.26	60.00	3,118.39	3,855.63
1959	1,004.33	344.03	45.00	1,393.36	4,449.82
1958	506.28	155.30	15.00	676.58	1,705.61
Prior Years	1,650.81	752.85	71.25	2,474.91	2,444.52
	<u>\$2,952,311.29</u>	<u>\$7,447.94</u>	<u>\$397.50</u>	<u>\$2,960,156.73</u>	<u>\$155,162.28</u>

BONDED INDEBTEDNESS

Purpose of Bond Issue	Date of Issue	Amount of Issue	Rate of Interest	Outstanding September 1, 1963	Paid During Year	Outstanding August 31, 1964
Senior High School	3/1/52	\$1,565,000	1.6%	\$ 685,000	\$ 80,000	\$ 605,000
Senior High Addition and Buttonball School	9/1/55	1,140,000	2.7%	720,000	60,000	660,000
Hebron Avenue School	12/1/57	642,000	3.4%	417,000	45,000	372,000
Hebron Avenue School Add'n.	9/1/59	149,000	3.7%	119,000	10,000	109,000
Town Office Building	9/1/59	354,000	3.7%	294,000	20,000	274,000
Academy School Addition	10/1/60	900,000	3.5%	810,000	45,000	765,000
Buttonball School Addition	10/1/60	260,000	3.5%	230,000	15,000	215,000
Sanitary Sewers	7/1/61	1,484,000	3.1%	1,095,000	150,000	945,000
Hopewell Road School	4/15/62	925,000	3.0%	875,000	50,000	825,000
Williams Reservoir Purchase	2/1/64	150,000	3.2%	—	—	150,000
Eastbury School Addition	2/1/64	635,000	3.2%	—	—	635,000
Totals		\$8,204,000		\$5,245,000	\$475,000	\$5,555,000

DEBT STATEMENT BASED ON LIMITATION UNDER SECTION 7-374 OF THE 1958 REVISION OF THE GENERAL STATUTES

Total property taxes, interest, and lien fees last three years		
Base for determining debt limit (average annual tax receipts)		\$ 6,850,351
Debt limit: General at 2-1/4 times average annual tax receipts		2,283,450
Schools at 2-1/4 times average annual tax receipts	\$5,137,763	
Sewers at 1-1/2 times average annual tax receipts	5,137,763	
Urban renewal at 1 times average annual tax receipts	3,425,175	
Total debt limit	2,283,450	
Present Bonded Debt: General purposes	\$ 424,000	\$15,984,151
Schools	4,186,000	
Sewers	945,000	
Total debt		\$ 5,555,000
Future Borrowing Capacity: General and schools		\$ 5,665,526
Sewers		\$ 2,480,175
Urban renewal		\$ 2,283,450

AUDITOR'S REPORT

These are excerpts from the Auditor's Report of financial transactions during the 1963-64 fiscal year. The full report is on file in the office of the Town Clerk.

SCOPE OF AUDIT

The audit of the accounts of the Town of Glastonbury for the fiscal year ended August 31, 1964 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. Expenditures from all funds were examined in detail to the extent required by the State Tax Commissioner's regulations. We observed that cash discounts were generally taken when they were available.

Bank balances were independently confirmed by the various depositaries of the Town as of August 31, 1964. The amounts reported to us were reconciled with the balances indicated by the Town records.

Confirmation requests were mailed to taxpayers in excess of 10% of the uncollected property tax accounts as of August 31, 1964. We also balanced the accounts of the Tax Collector as of this date. Requests for confirmation were also mailed to accounts representing outstanding sewer assessments.

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 various offices of the Town have been operated on a businesslike basis, and except for the Recreation Department, financial records were satisfactorily maintained and in a current condition.

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

FINANCIAL OPERATIONS

The original budget approved for the fiscal year ended August 31, 1964 amounted to \$3,897,434.00. A basic tax rate of 43 mills (with an additional rate of 1/2, 1 and 2 mills for fire protection according to zone) was set on the grand list of October 1, 1963 to provide current property tax revenue. Owners of motor vehicles were taxed at a uniform rate of 45 mills.

For the 1963-64 year, actual revenues exceeded estimated revenues by \$93,653.55 and unexpended appropriations amounted to \$78,776.91. Expenditures for all boards and departments of the Town were within authorized appropriations.

BOND CAPITAL PROJECTS FUND

Appropriations for new projects consisted of \$635,000.00 for the Eastbury School addition and \$180,000.00 for the acquisition and improvement for park purposes of the former J. B. Williams property. Bonds were issued during the year to provide financing for these projects.

SEWER FUND

Collections of sewer assessments, interest and lien fees totaled \$126,271.22 for the fiscal year. Sewer bonds redeemed and interest payments amounted to \$183,945.00, of which \$31,385.00 was paid by the Town's General Fund.

The Construction Fund account was closed during the year and an Operating Fund was established to finance the maintenance cost of the sewer system. Billings on an annual basis for sewer usage are to begin November 1, 1964.

TRUST FUNDS

Trust funds included in the financial statements numbered eight and totaled \$253,075.25. During the year \$131,000 was transferred from the Welles-Turner Income Fund to the Welles-Turner Memorial Library Addition Fund for the purpose of constructing an addition to the library.

HOUSING AUTHORITY

The records of the Authority are kept on the accrual basis of accounting. Operations for the year resulted in net income of \$21,181.31 as compared with \$38,373.07 for the preceding year.

FUNDS UNDER CONTROL OF BOARD OF EDUCATION

Operation of school cafeterias during the year resulted in an excess of income over expenses in the amount of \$3,660.05, as compared with \$2,432.96 during the preceding year.

The Modern Language Materials Development Project, which is being financed by the Federal Government through the U. S. Office of Education, is covered by a contract executed June 25, 1959 between the United States of America and Glastonbury Public Schools. In July 1964, the duration of the contract was extended to December 31, 1964.

OTHER COMMENTS

The Town Counsel has indicated that there were no unpaid judgments against the Town or pending lawsuits that could substantially affect the Town's financial condition.

Our suggestion of the prior year, relating to a more detailed accounting for Recreation Department receipts, was followed in part during the year. However, the Department's records still were not adequate and should be improved.

AUDITOR'S OPINION TO THE BUDGET-MAKING AUTHORITY

We have examined the financial statements of the Town of Glastonbury for the year ended August 31, 1964. Our examination was made in accordance with generally accepted auditing standards and in conformity with the requirements of the State Tax Commissioner concerning municipal audits, and accordingly included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances.

PEAT, MARWICK, MITCHELL & CO.
Certified Public Accountants

DATES TO REMEMBER**1964**

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 3—Election Day

1965

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

Municipal Holidays

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

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

... Watch the newspapers for dates of hearings, making of voters and special meetings. Regular meetings of the Town Council are generally held on the second Monday of each month, regular meetings of the Town Plan and Zoning Commission are generally held on the second Tuesday of each month, and regular meetings of the Board of Finance are generally held on 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 Saturdays 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: Mon. through Fri., 8:30 A.M. to 4:30 P.M.

Board of Education Office Hours: Mon. through Fri., 8 A.M. to 4 P.M.

Sewer Assessment Bills: Due September 1st. Interest on unpaid installments accumulates at rate of 5% per annum, starting one month after due date of installment, effective from the due date.

Sewer Use Charges: Due Nov. 1st, with 30 days to pay without interest.

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

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

Veterans' Discharges: Must be filed in Town Clerk's Office for recording by September 30, 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.

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

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

SPECIAL NOTE: A change to a municipal telephone service is scheduled for the spring of 1965. Please watch your newspapers for the new telephone numbers to be called to reach municipal officers. Until the change takes place, continue to use the following phone numbers.

CALL THE:	FOR ANSWERS ON:	WHOSE PHONE IS:
Assessor	Assessments	633-4633
Building Inspector	Building Permits, Zoning Board of Appeals	633-4633
Comptroller	Bills and Accounts, Purchasing	633-4633
District Fire Warden	Permits for Burning	643-6889
Dog Warden	Dead Animals, Dog Problems	633-7493
Parks Superintendent	Parks and Public Grounds, Tree Problems	633-2121
Police Department	Police (routine)	633-9411
Recreation Director	Recreation	633-4633
Recreation Answering Service	Scheduled Events	633-5550
Sanitarian	Public Health Matters	633-4633
Sanitation Superintendent	Sanitary Sewers, Treatment Plant	633-4822
Still Hill Boarding Home	Town Farm	633-7328
Superintendent of Schools	Schools and Education	633-5231
Tax Collector	Taxes	633-4633
Town Clerk	Birth and Death Certificates, Property Deeds, Fishing and Hunting Licenses	633-4633
	Elections, Voting and Registration, Dog, Engineering	633-4633
Town Engineer	Street Maintenance, Snow Removal	633-1189
Town Garage	Administration	633-4633
Town Manager	Town Plan and Zoning Commission, Municipal Planning	633-4633
Town Planner	Public Nursing, Clinics	633-2011
Visiting Nurse Association	Welfare and Relief	633-4633
Welfare Director	Libraries	633-1300
Wellies-Turner Library		