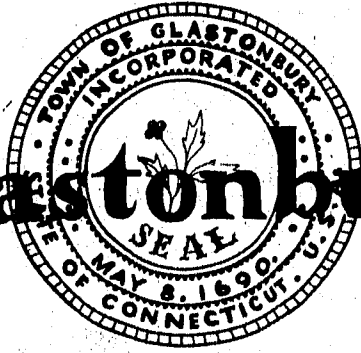


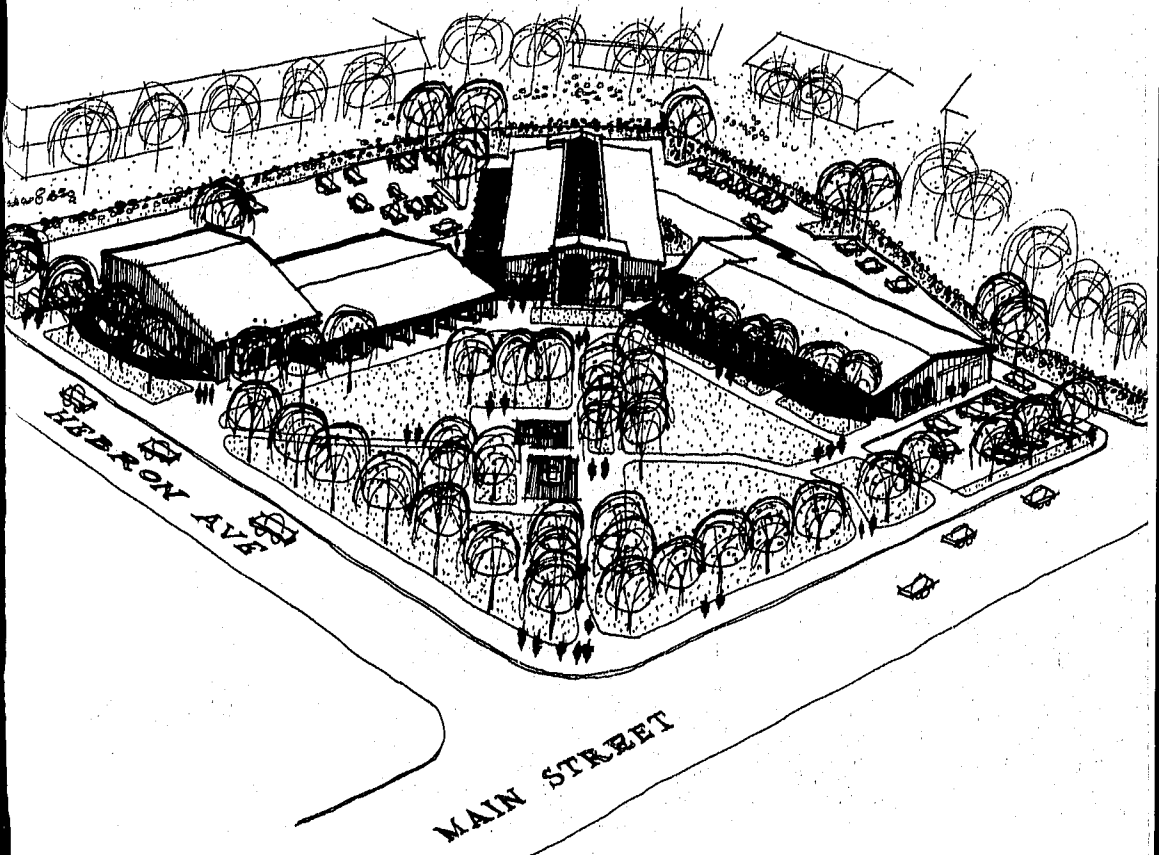
town of

Glastonbury



Connecticut

06033



ANNUAL TOWN REPORT
1967-68

ANNUAL TOWN REPORT

For the Fiscal Year ending June 30, 1968

GLASTONBURY, CONNECTICUT 06033

TABLE OF CONTENTS

DEPARTMENT/AGENCY	PAGE
Glastonbury at a Glance	3
Report of Chairman, Town Council	4
Report of Town Manager	4
Elective Town Officials—Administrative Officials	5
Town Council — Its Record	6-7
Citizens Committees	8
Accomplishments of Committees/Commissions	9-12
GENERAL GOVERNMENT	
Planning & Zoning	13
Town Clerk	13
Elections	13
HEALTH AND WELFARE	
Sanitation	14
Health Director	14
Welfare Department	15
Sanitary Sewer System	15
RECREATION	16
PUBLIC SAFETY	
Police Department	17
Dog Warden	17
Fire Department	20
Civil Defense	20
ORGANIZATION CHART COUNCIL-MANAGER GOVERNMENT	18-19
PUBLIC WORKS	
Engineering	21
Highway Department	22
Parks Department	23
Street Lighting	23
Building Inspector	24
Zoning Board of Appeals	24
EDUCATION	
Annual Report of Chairman, Board of Education	25
Significant Actions of Board	26
Annual Report of Superintendent of Schools	27
Reports from School Principals & Department Directors	28
FINANCE	
Financial Posture — Income and Outflow	29
Budgetary Data and Receipts	30-31
Tax Collector	32
Bonded Indebtedness	33
Reserve Fund	34
Auditors' Report	35-36
Dates and Facts to Remember	Inside Back Cover
Departmental Telephone Directory	Outside Back Cover



JOHN Q. GOODRICH

. . . Some sense of duty,
something of a faith,

Some reverence for the
laws ourselves have made

Some patient force to
change them when we will . . .

This Annual Town Report is dedicated to John Q. Goodrich. He did not seek reelection to the Board of Finance in 1967, and for the first time in 22 years his name will not appear among its membership. For over two decades, he has served his community ably and well. His counsel and leadership will be sorely missed. The affection and respect in which he is held is best expressed by a joint resolution adopted in November 1967 by the Town Council and Board of Finance.

WHEREAS, JOHN QUINCY GOODRICH, a native son of Glastonbury, has served as a member of the Board of Finance for twenty-two years and as its Chairman for the past ten years; and

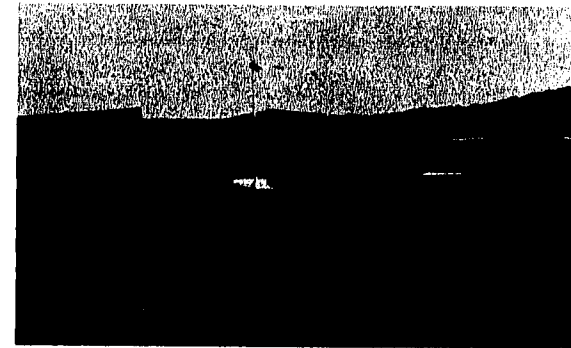
WHEREAS, he has dedicated to the service of the Town of Glastonbury a remarkable fund of financial knowledge and experience; and

WHEREAS, he has guided its financial affairs without regard to the influence and pressures brought to bear over the years by rapid growth and public demands;

NOW, THEREFORE, BE IT RESOLVED, That the Town Council and the Board of Finance of the Town of Glastonbury extend to JOHN QUINCY GOODRICH this expression of sincere appreciation and gratitude for his unstinting efforts in the Town's behalf.

IN APPRECIATION

The Town Council and all agencies of the Town express their appreciation to the J. T. Slocomb Company, and its president E. John Gregory, for the public-spirited gift to the Town of Open Space land along Roaring Brook and Brainard Pond.



GIDEON WELLES
JUNIOR HIGH SCHOOL
Opened September, 1967

HISTORY — Incorporated as a separate town May 8, 1690, Glastonbury, representing an area 7.5 miles square and located on the east bank of the Connecticut River, is the sixth largest town in the state. The centers of population are Glastonbury Center, South Glastonbury, East Glastonbury, Addison, Hopewell and Buckingham.

POPULATION — According to an independent census study the population in 1966 was estimated to be 18,473 and the current estimate is 20,000. These people live in 4,905 dwellings and own 11,452 automotive vehicles.

GOVERNMENT — Council-Manager form (9 councilmen) was adopted in 1959 with municipal elections held every two years. There are 95 full time general government employees and 501 in the field of education and its administration.

FINANCES — The 1967-68 tax rate was 41 mills based on an assessment ratio of 65% on the January 1, 1967 net taxable grand list of \$104,030,090. The 1968-69 tax rate is 46 mills based on a January 1, 1968 net taxable grand list of \$108,952,345. The 1968-69 Uniform Fiscal Year budget is \$6,479,408.

SCHOOLS — The children of Glastonbury are served by nine schools: Buttonball, Eastbury, Hebron Avenue, High Street, Hopewell and Naubuc are neighborhood schools. Gideon Welles and Academy serve the junior high grades and the one high school serves the senior grades.

CHURCHES — Within the town eight denominations are served by the following: Congregational (3), Catholic (2), Episcopal (2), Methodist (2), Greek Catholic, Baptist, Lutheran and a Unitarian meeting.

LIBRARY — The Welles-Turner Library, located in the center of the town, is a public library receiving funds from both the Town and the library's endowment. East and South Glastonbury are served by Town assisted organizations manned by volunteer personnel.

FIRE DEPARTMENT — The department consists of a part-time Fire Marshall and 114 volunteer firemen organized into four companies located on Main Street, Main Street South Glastonbury, Hopewell Road and Manchester Road.

POLICE DEPARTMENT — The department consists of 20 full time police officers, 2 dispatchers, 1 clerk, 1 police K-9 dog, a fleet of four marked cruisers and 3 unmarked cars. Nine supernumeraries augment the department as required.

* * *

a hamlet, village, town . . . whatever the classification . . . is composed of people . . . they and only they make it what it is.

town of **Glastonbury** Connecticut



TOWN COUNCIL



RICHARD G. WILLIAMS

Dear Fellow Citizens:

The work of the Council, from one year to another, remains much the same, but there are always subjects of particular interest or concern. This year I wish to comment briefly on two of them.

The first is redevelopment of Glastonbury's center. At this writing, of course, final plans are far from complete, but it appears likely that the referendum will be held in the late spring or early summer of 1969. If preliminary plans materialize into definite proposals, I am sure redevelopment of the center will prove of great benefit to the Town, and I urge a "yes" vote when the referendum is held.

The second is that of regionalism which can well lead to the elimination of town governments. Regardless of which party controls the General Assembly, the actual power will be held by the representatives of the larger cities, who are determined to have suburban help solve their problems, if not voluntarily, then by legislative act. The 1969 session of the General Assembly will be the time when we must act to maintain the autonomy of local government. I ask all citizens to watch the bills presented to the General Assembly and to oppose vigorously those which are detrimental to Glastonbury and our sister suburban towns.

Respectfully submitted,

Richard G. Williams
Richard G. Williams
Chairman

September 1, 1968

town of **Glastonbury** Connecticut



06033

TOWN MANAGER

September 1, 1968

To the Town Council and Citizens of Glastonbury:

The Town now has a population in excess of 20,000. It is no longer a quiet rural town; Glastonbury is experiencing the problems and pressures of an urban society. The basic question is whether the community can retain its own character and meet the issues of these times in a constructive way. The alternative is that Glastonbury will lose its identity and become just one of many urbanized areas in a larger region.

One of the key issues next year will be redevelopment of the Center. An opportunity exists, in cooperation with local businessmen and residents, to make the Center a place in which the Town can take pride. The alternative is the gradual decline of the Center as it shakes on its traffic flow and struggles on its poor use of land. The opportunity will not again occur.

Although some issues are decided at a point in time, there are many that can only be resolved over a period of years as a result of continuing effort and attention. Such issues include the use of our resources, both in land and people; decisions on these issues will determine the future character of this community.

Respectfully submitted,

Donald C. Peach
Donald C. Peach
Town Manager



DONALD C. PEACH

TOWN OFFICIALS

ELECTIVE TOWN OFFICIALS

TOWN COUNCIL '69

Donald F. Auchter
**Edwin B. Burdick
Robert E. Goodrich
James R. McIntosh
Antonina B. Parker
Edward A. Richardson
Butler L. Ripley
Dr. Nelson R. Scull
*Richard G. Williams

BOARD OF FINANCE

Samuel Deich '69
*William B. Glotzer '71
William R. Johnson '73
Thomas M. Murphy '73
Charles T. Raelke '69
**George W. Trepp, Jr. '71

BOARD OF EDUCATION

Arthur A. Brown '71
Eleanor R. Gaiser '71
Cecilia S. Glick '69
Allen F. Hodges '69
*William L. McGaw, Jr., '69
Robert Merritt '71
Jean B. Pearson '71
Richmond Parley '69

REGISTRARS OF VOTERS '68

Betty D. Mieczkowski
Elizabeth D. Wilcox

*Chairman

BOARD OF TAX REVIEW

*Carl Bolin '69
Thomas H. Kemble '69
Harrison A. Walker '71
Peter F. Schevola '71
Robert Viens '71

FIRE COMMISSION

Earl Goodale '71
Harvey A. Katz '69
Robert J. Lewis '73
*Ernest E. Novey, Jr. '71
Bernard G. Sweetland '73
Edward H. Tyrol, Jr. '69

ZONING BOARD OF APPEALS

Justus A. Littel '71
*Wm. Mieczkowski, Jr. '69
E. Marston Moffatt '71
Robert G. Nystrom '69
George F. Shepard '69
Alternates:
Edward Lopez '71
Douglas Scott '71
Sally Wisniewski '71

SELECTMEN '69

Leon J. Ezzell
Thomas D. Leahy
Bruce Raiston

**Vice Chairman

JUSTICES OF THE PEACE '68

Mario L. Accornero
Phillip J. Baribault
Francis B. Barnett
Carolyn O. Brown
Priscilla L. Burkhardt
Catherine J. Carini
F. Howard Carrier
John F. Casella
Sebastian Catana
Cecilia Glick
E. John Gregory
Leon J. Huntley, Jr.
Harvey A. Katz
Thomas W. Kolls
Mary R. Lamphire
C. Edward Lamson
Thomas D. Leahy
Florence M. Megson
Barbara Owens
Wesley Pollard

CONSTABLES '69

Robert G. Shipman
Edward W. Lingner

STATE REPRESENTATIVE

21st District
Jean T. Thornton

ADMINISTRATIVE OFFICIALS

TOWN MANAGER

Donald C. Peach

ASSESSOR

Ralph O. Carter

BUILDING INSPECTOR

Bernard A. Dion

CIVIL DEFENSE DIRECTOR

Alvin L. Bean

COMPTROLLER

C. Joseph Butera

DOG WARDEN

Joseph Bisi

ENGINEER

William D. E. Colgan

FINANCE DIRECTOR--

SCHOOLS

E. John Vincent

FIRE CHIEF

Edward Siwy

FIRE MARSHAL

Howard H. Horton, Jr.

SUPERINTENDENT OF

SCHOOLS

Dr. Hugh McG. Watson

HEALTH OFFICER

Dr. Joseph Raffa

ASST. HEALTH OFFICER

Dr. Charles R. Preble

FIRE WARDENS

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

HIGHWAY FOREMAN

Edward G. Carini

INSURANCE AGENT

OF RECORD

Alvar A. Anderson

TREE WARDEN

PARKS SUPERINTENDENT

John B. Earle

CHIEF OF POLICE

George K. Hansen

RECREATION DIRECTOR

Michael P. Kreuzer

SANITARIAN

Richard B. Coppa

SANITATION SUPERINTENDENT

Alvin L. Bean

TAX COLLECTOR

Dorothy B. Finney

TOWN ATTORNEY

Wynne & Pontillo

TOWN CLERK

John A. Miller

TOWN PLANNER

Anthony R. Sullivan

WELFARE DIRECTOR

Hazel N. Hutt



TOWN COUNCIL. Left to right (Seated) Majority Leader Robert E. Goodrich, Vice Chairman Edwin B. Burdick, Chairman Richard G. Williams, Minority Leader James R. McIntosh; (Standing) Donald F. Aughter, Antonina B. Parker, Butler L. Ripley, Dr. Nelson R. Scull, Edward A. Richardson.

YOUR COUNCIL and IT'S RECORD

The legislative power of the Town is vested exclusively in the council — except as provided for in the referendum and initiative processes—whose members are elected every two years during odd numbered years and serve without remuneration except for the reimbursement of actual and reasonable expenses incurred in the performance of official duties. During the Uniform Fiscal Year it met 22 times in regular and special sessions and 6 times in budgetary meetings. The annual town meeting was held on the 5th of June.

FINANCE AND TAXATION

Agreed to accept \$45,000 in lieu of taxes from Welles Village Housing Project for each of next two years . . . approved three year contract, at \$6,000 per year, for record data processing . . . appropriated \$67,300 from Reserve Fund for preparation of plans for Naubuc School addition . . . referred to referendum \$240,000 for construction of physical education facilities at high school and \$875,000 for reconstruction of Town highways . . . authorized postponement of sale of \$1,180,000 Funding Bonds until a date not later than December 15, 1970 . . . adopted 1968-69 Town budget of \$6,499,408.

PUBLIC WORKS

Appropriated \$4,100 for purchase of Lambert property as Open Space land . . . approved extension of Eastern Boulevard to facilitate industrial development . . . accepted it as a Town road . . . approved funds for reconstruction of sections of Neipsic and Wassuc Roads . . . adopted ordinance appropriating \$12,000 for planning Naubuc School addition . . . accepted 782.21 feet of Lincoln Drive Extension as Town road . . . Town Code amended to prohibit burning of refuse . . . changed zoning in Diamond Lake area from Residence A to Country Residence . . . adopted ordinance appropriating \$6,150 for Oak Street widening project.

HEALTH AND SAFETY

Approved position of assistant sanitarian and housing code inspector . . . authorized Town Manager to increase salary range for Chief of Police and to start recruiting for replacement of incumbent . . . adopted amendment to ordinance restricting methods of transporting refuse to sanitary landfill . . . commended firemen Edward Urbansky, Jr., Warren Bantle, and Bernard G. Sweetland for rescue operations during house fire on March 10th . . . adopted resolution authorizing Town Manager to file application for retroactive pollution abatement facility construction grant.

PLANNING AND ZONING

Approved the 1968 Workable Program for Community Improvement . . . approved change from Rural Residence to Planned Industrial Zone land east of Addison Road . . . adopted Planned Unit Development (PUD) Regulation . . . authorized consulting firm to initiate application for preparation of Community Development Action Plan (CDAP) . . . consented to function as Coordinating Committee for CDAP . . . approved zoning change from Residence A to PUD zone land east of Main Street for Public Housing Project for Elderly . . . approved change from Rural Residence to Residence Zone A lands south of Great Swamp Road and east of Addison Road.

COMMUNITY DEVELOPMENT

Approved expenditure of \$14,805.20 for air-conditioning new wing of Welles-Turner Library . . . approved ordinance providing funds for new dog pound . . . appointed Charter Revision Commission to revise Town Charter . . . accepted from J. T. Slocomb Company as gift Open Space land along Roaring Brook and Brainard Pond . . . authorized leasing of Neipsic Schoolhouse to East Glastonbury Library Association.

OTHER ACTIONS

Amended personnel rules to provide for position appointments from top three applicants . . . Fourth Council held its last meeting September 11th . . . Fifth Council sworn in October 3rd with Mr. Richard G. Williams elected chairman . . . scheduled Council meetings for second and fourth Mondays of each month . . . approved employment by the Town of seven disadvantaged youngsters from Hartford during summer vacation.

**BUILDING BOARD OF APPEALS
CODES REVIEW COMMITTEE**

Constance Abbott '69
Calvin J. Carlini '71
Angelo Daglio '69
William L. Robotti '71
Paul L. Wethey '71
ex officio
Fire Marshal Howard Horton

**CAPITOL REGION
PLANNING AGENCY**

Norman Gordon '69
Davis G. Phinney '68

**CHARTER REVISION
COMMISSION '68**

*John G. Goodrich
**J. Keith Gustafson
Florence M. Courcay
A. Estelle Flanagan
Barbara B. Lindsey
Gurdon H. Buck
Robert N. Hunter
Peter C. Schwartz
George F. Sherwood

**CITIZENS ADVISORY
COMMITTEE**

Mario Accornero
Leonard Belair
Nancy R. Beator
Richard S. Buck
Catherine J. Carlini
John A. Carlini
Fr. Edward Chadziewicz
Wilson Hawkes
Henry Hallas
Inez Hemlock
Edward J. Kamla
Elizabeth Leicach
Carol Maurer
J. Bard McNulty
John Monaco
Dr. Charles W. Parton
Martin L. Roser
*Rev. Sherrill B. Smith, Jr.

COMMITTEE FOR THE AGING

Elizabeth Billings
Maurice Chevaller
Bernard W. Funk
Rev. Theodore Hoskins
J. William Rath
Arthur G. Tyrol

**COMMUNITY BEAUTIFICATION
COMMITTEE**

Elizabeth Atherton '71
Wilson Hawkes '69
C. E. Lamson '71
Evelyn Rowley '69
Dana B. Waring '69
Sally Wisniewski '69
Ruth Zell '71

CONSERVATION COMMISSION

Henry J. Baechler '73
*Elizabeth K. Brown '69
John M. Finney '69
H. Alden Jackson '71
Richard J. Mihm '73

**ECONOMIC DEVELOPMENT
COMMISSION**

Kevin Donovan '71
Vincent Jusella '69
Bruce Ralston '69
*William S. Rogers '69
Kenneth P. Smith '71
Richard R. Whipple '69
Raymond Wisniewski '71

**FENCE VIEWING
COMMITTEE '69**

Leon J. Ezzell
C. E. Lamson
Lewis O. Ouellette

HERITAGE COMMITTEE '69

Edward G. Adams
*Richard E. Ballard
Marie K. Bierman
Alfred N. DeGemms, Jr.
Warien T. Hawkins
Alleen T. Moffatt
Ollive S. Rhines
Elizabeth R. Taylor
Marion D. Tucker

**HOUSING CODE APPEALS
COMMITTEE**

Margaret Boone
Nelson C. L. Brown
Vincent Jusella
Richmond Perley

**INCORPORATORS OF THE
FREE ACADEMY**

George W. Allen '71
Dr. Frank M. Geiser '73
Robert L. Henderson '71

**INSURANCE ADVISORY
COMMITTEE '69**

Alvar H. Anderson
James T. Conway
Ronald L. Larcheveque
Harry R. Nickel
Donald C. Peach
Russell D. Reddig
E. John Vincenti

JURY COMMITTEE

Lucy E. Gibson '73
Florence M. Megson '69
Shari C. Steinhardt '71

PARKING AUTHORITY

*Albert E. Aubin '71
Arthur Berner '69
William K. Hudson '71
Laura F. McLean '69
Leo G. Sullivan '71

PERSONNEL APPEALS BOARD

O. L. Olason '71
Dr. William M. Liebman '69
Rev. Sherrill B. Smith, Jr. '73

PLAN AND ZONING COMMISSION

*Robert E. Brown '69
Hooks K. Johnston, Jr. '69
Henry J. Carlini '69
Donald R. Mahoney '71
Robert H. Morse '71
Davis G. Phinney '71
Alternates:
N. J. Blazensky, Jr. '69
Carlton W. Bristol '69
Mary L. Rowley '71

PUBLIC BUILDINGS COMMISSION

Herbert W. Bahrens '71
*Robert E. Custer '71
Thomas W. Kolla '69
Flori G. Minietti '69
Thomas J. Moriarty '71
Dr. Arthur A. Brown
Thomas M. Murphy

PUBLIC HOUSING AUTHORITY

William E. C. Hennessey '73
Herbert M. Johnson '69
Herbert K. Keoney, Jr. '69
Barrett R. Lucas '71
*Graham E. Tyrol '71

RECREATION COMMISSION

Bernard L. Gaffney '71
Walter F. Hemlock '71
Henry A. Kinne '71
Sultana Kowaz '69
Nancy W. McGuinness '69
*Harry R. Nickel '69

REDEVELOPMENT AGENCY

Robert N. Davis, Jr. '69
Edmund Downes '69
Richard Katz '71
*G. T. LaBonne, Jr. '71
Edward F. McCabe '69
Mary M. Merritt '71
A. Bruce Onderdonk '71

**ROAD EVALUATION
COMMISSION**

Victor F. DeBartlo '71
F. A. Clinton, Jr. '71
Wm. D. Colgan, Town Engineer
*Francis E. Glantonio '69
Donald C. Peach, Town Manager

SAFETY COMMITTEE

Walter R. Casella '71
Robert B. Doolittle '71
Frank A. Garavelli '69
Howard T. O'Connell '69
Alexandrina Sergio '71

**WATER RESOURCES
COMMISSION '69**

Henry J. Baechler
Ruth B. Bergengren
John R. Cullina
Richard C. Huttlinger
Edward A. Kowaz
Donald R. Mahoney
Nancy W. McGuinness
*Mary E. Roelke
Richard A. Wainman

SEWER COMMISSION

James R. Anderson '71
A. Paul Faensy '69
John H. Keithline, Jr. '69
Edward A. Kowaz '71
J. B. Lewis, Jr. '71
Charles A. Mahan '71
*Franklin H. Pond '69

**WELFARE ADVISORY
COMMITTEE**

*David W. Bowman '69
Katherine Conaty '73
Olga DeSpauz '73
James G. Gray, Jr. '69
Alexandrina Sergio '71
E. A. Van Dausen '71

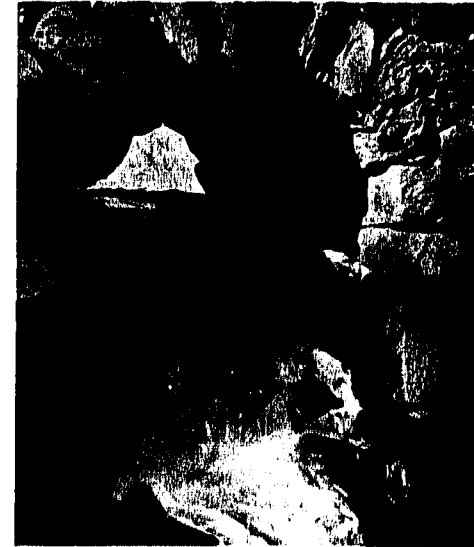
**SIDEWALK EVALUATION
AND PROGRAM COMMISSION**

Charles K. Barton '69
Vernon W. Cooke '69
Robert F. DiBella '71
Paul E. Grogan '71
Lloyd Frauenglass '69
Michael G. Maguire '69
Edward H. Schoenharl '71

WELLES-TURNER LIBRARY BOARD

John Dando '73
Thomas B. Rhines '69
George Royster, Jr. '73
*Margaret N. Stone '71
Leo Steinhardt '71
Dorothy H. Waring '69

*Chairman **Vice-Chairman



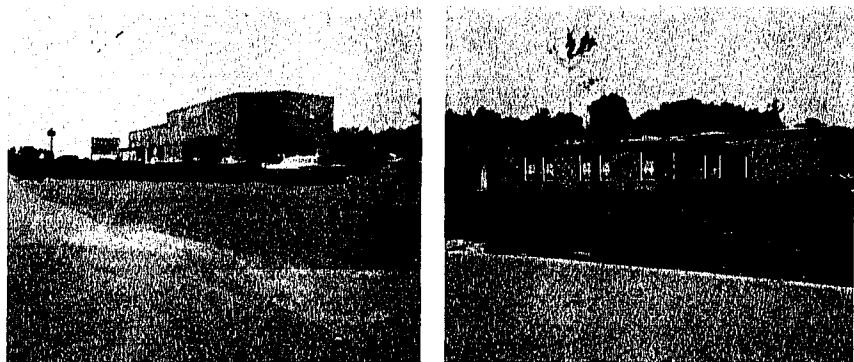
This dry-wall arch is part of a dam on Roaring Brook at Smut Pond which was the site of a nineteenth century twine mill, later used for cotton and then paper manufacturing. Industry has left this spot and it is now one of the most beautiful spots in Glastenbury.

COMMITTEE FOR THE AGING Recreation facilities for the proposed elderly housing project received attention of the committee. Requirements were made known to the Housing Authority as well as the Recreation and Parks Departments. Volunteer "fix-it-up" team will assist elderly in small repair jobs.

COMMUNITY BEAUTIFICATION COMMITTEE Establishment of standards for landscaping of new businesses, schools and boundaries between commercial and residential zones continued to receive first priority of the committee. Girl and Boy Scout roadside trash pick-ups initiated and private land owners encouraged to buy trees for town-sponsored planting.

CONSERVATION COMMISSION Preservation of open space land along Roaring Brook continues to be main effort of the commission. Smut Pond, a key parcel of exceptional beauty, deeded to Town by the J. T. Slocomb Company. Action taken for acquisition of Shoddy Mill-Coon Hollow open space lands. Board of Education presented formal request for inclusion of a curriculum on natural science and ecology in elementary grades. Opposed intensive development of floodplain lands. At State Water Resources Commission opposed the dredging and filling of an ecologically important tidal marsh on the Connecticut River shore.

ECONOMIC DEVELOPMENT COMMISSION. During the period the Commission continued its efforts to attract new industry to the Town and to encourage and assist existing businesses to expand their operations. The first industrial promotional brochure was published in October and mailed to 450 industrial brokers, developers and businessmen on the Eastern Seaboard. The installation of directory signs for the Oak Street and Oakwood Drive entrances in the Oak-Commerce Industrial Area were completed. Plans were completed to expand the Town's total industrial area to approximately 1,900 acres. Several industries completed new plants in the area or purchased land for building in the future. After years of suffering under an anti-industry image, the Town is making good progress in its industrial de-



New Commercial Buildings: Conn. Galvanizing Company, Commerce Street and C&W Manufacturing Company, Eastern Boulevard.

velopment posture. All concerned are continuing to make a concerted and coordinated effort to not only continue the present rate of progress but to increase its volume, scope and diversification.

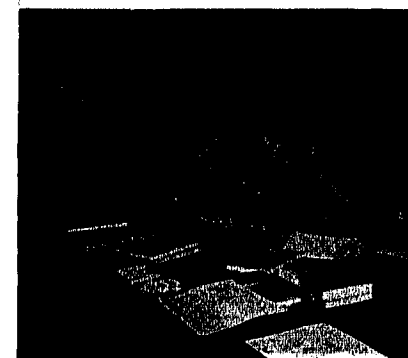
CITIZENS ADVISORY COMMITTEE. Organized as a 19 member unit, the committee was assigned an additional role as The Advisory Committee to the Community Development Action Plan (CDAP) Coordinating Agency (Town Council). The committee will assist the various departments of the Town in social/human resources, economic and administrative planning in the overall development of the Town's CDAP.

HERITAGE COMMITTEE. The committee, during the dedication of Gideon-Welles Junior High School, presented the school with a portrait of Glastonbury's famous native son, Gideon Welles. After affixing a cast bronze marker to the Timothy Stevens Parsonage, the Glastonbury Service Club will continue their financial backing for the marking of the 17th Century Hollister House in South Glastonbury and the old Eastbury Burying Grounds. The Citizens Bank was awarded the latest Heritage Committee Award of Merit for its architectural contribution to the Town through its design and setting. The committee is pledged to do, in the near future, all it can to preserve at least six 18th Century structures in the Town. Survey of historic sites in Town was forwarded to the State Historic Commission.

LIBRARY BOARD, WELLES-TURNER MEMORIAL. Circulation increased by 3% reaching a year's total of 186,487. With 4,155 new volumes, and a net gain of 2,799, total volumes number 60,298. New card issues numbered 1,107, for a total of 11,978 library borrowers. Transfers to adult section numbered 188. Increase in use of Reference Room noted. The four programs of Pre-School Story Hours drew 120 children. Consultants report on library service accepted by Board of Directors with many recommendations implemented. Library-School Council formed to increase cooperation between public libraries and schools and a Book Selection Policy prepared. Library was surveyed as a part of overall Greater Hartford library review. Air-conditioning of new stack area welcomed as was outside painting of building and auditorium. Master plan for landscaping grounds — project of Glastonbury Garden Clubs.



Page leads reel on micro film reader



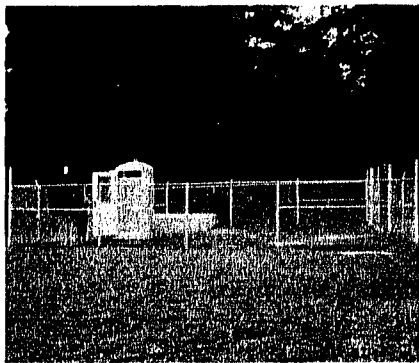
Newly formed Young Critics' Club

PUBLIC HOUSING AUTHORITY. During the period your commissioners continued operating Welles Village in a business-like manner, setting aside funds for a continuous maintenance program and permanent improvements each year. Accumulation of funds for tax payments are temporarily invested. The Authority will pay the Town \$45,000 in taxes for each of the next two years. As the painting cycle continues, combination aluminum windows and doors are being installed. Roofing, scheduled for the next fiscal year, will continue on an annual basis to the extent funds will permit. With the approval of housing for the elderly, the commissioners are looking to substantial progress in this area during the next year.

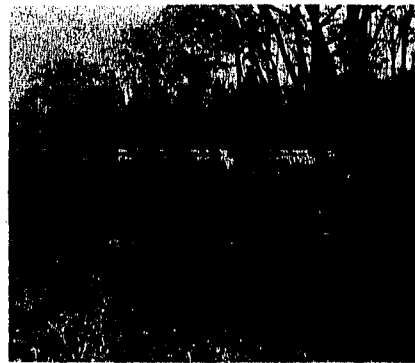
PUBLIC BUILDINGS COMMISSION. The commission's most significant accomplishment during the year was the completion of the classroom section of the Gideon-Welles Junior High School to permit classroom work in September 1967. Additional sections were turned over to the Board of Education as completed and all facilities were in full operation in January. The project for developing permanent athletic facilities at the High School was awarded to a local engineering firm with preliminary costs estimated to be \$240,000. Bids for the work will go out in September and completion is tentatively set for mid-summer, 1969. A feasibility study determined that the Naubuc School was structurally sound and expansion was recommended. Final plans for expansion are expected to be available soon and construction completed by September 1969.

RECREATION COMMISSION. The commission meets with the Recreation Director once each month to decide on policy and to review existing recreation programs and procedures. Eastbury Pool came under much discussion and comment during the year. Plans for a floating pier were initiated and construction completed in time for use during the swimming season. The major factor contributing to an improvement in the number and scope of recreation programs and projects was the Town Council's approval of the commission's 1968-69 recreation budget.

SEWER COMMISSION. The commission held 16 meetings regarding new construction and extensions to existing system. Completed master sewer plan and plans for proposed secondary treatment plant which State Statutes require to be in operation by 1970. Statement of policy regarding sewer design under present zone densities forwarded to the several agencies.



Hubbard Street Pumping Station



Clean Waters of Salmon Brook

SIDEWALK EVALUATION AND PROGRAM COMMISSION. Recommended a Five Year Capital Improvements Program in sidewalk construction. Prepared study regarding economics of sidewalks versus busing in transporting children to and from schools. Evaluated merits of asphalt versus concrete in construction of sidewalks — conclusions indicated asphalt walks lack performance of concrete walks and offer more disadvantages than advantages. Recommended that Town assume responsibility for maintenance for sidewalks but **not** assume responsibility for snow and ice removal therefrom. Added construction of sidewalks on Neipsic Road from Eastbury School to Gideon Welles School to established priority list.

WATER RESOURCES COMMISSION. The elimination of all harmful pollution in the water of the Town remains as the foremost goal of the commission. Specific actions have been recommended. **Water Pollution Control.** (1) Adoption of chlorination system for Eastbury Pool prior to summer of 1969. (2) Sanitary survey of Diamond Lake area. (3) Connecticut Water Resources Commission inspection of industrial wastes entering Roaring Brook. (4) In reviewing Capped Sewer Ordinance the commission's recommendation that large community septic tanks be operated by the Town was included in final ordinance. **Water Supply.** Met with MDC officials to discuss future plans for the Town and to outline specific mains to be constructed in immediate future. All Planned Unit Development (PUD) requests, providing for MDC water, approved. **Preservation of Water Resources.** Preserving flood plain adjacent to our rivers and streams has become a major concern of commission. Ordinance limiting fill within flood plain and stream valleys being formulated.

PLANNING AND ZONING

Work on the Plan of Development continued throughout the year resulting in four amendments thereto. It is expected that the revised plan will soon be placed before a public hearing. The Planned Unit Development (PUD) Zoning Regulation, which permits the builders more flexibility in the planning and construction of housing units was adopted. Four municipal improvements, six zone changes and two amendments to the Zoning Regulations were recommended to the Town Council. Among other activities 18 new subdivisions, consisting of 216 lots and 17,000 feet of new street were approved. Planning and zoning for the Town is keeping abreast of the heavy demands being made for housing units, industrial development and zone changes resulting therefrom.

TOWN CLERK

Vital statistics and licenses issued, voter registrations, election results and referendum data:

Vital Statistics	1965-66	1966-67	1967-68	Licenses	1965-66	1966-67	1967-68
Births	322	315	302	Dog	1,456	1,122	1,788
Deaths	150	186	190	Fish & Game	1,580	1,756	2,136
Marriages ..	107	117	136				

Effective January 1, 1968 two new major responsibilities were assumed by the Town Clerk. (1) Registration of Voters. For the first time a citizen who has lived in Town for six months or longer, may appear before the Town Clerk during normal office hours and if otherwise qualified may request admittance as a voter. To date 243 citizens have been admitted as voters. (2) Collection of new real estate transfer tax which replaces the Federal Documentary Stamp. During the six months ending June 30th \$6,793 has been collected and deposited into the General Fund of the Town. The recording of veteran's discharges numbered 222.

ELECTIONS

An evening voter making session is held from 6:00 to 8:00 P.M. on the 3rd Wednesday of each month at the Town Office Building. The Board of Admissions, consisting of the Selectmen, Registrars and Town Clerk, made 832 new voters registering them by party as follows:

New Voters	Party Affiliation	Total Voters—June 30th
296	Republican	3,890
224	Democrat	3,118
322	Independent	2,189
Totals 842		9,197

Three voting districts were created in 1967; the polling places are located at the Glastonbury High School, Hebron Avenue and Hopewell Road Schools. The General Town Election was held October 2, 1967.

Referendum — June 12, 1968	Yes	No
Shall the Town of Glastonbury issue \$240,000 of bonds or notes to defray appropriations for constructing physical education facilities at Glastonbury Senior High School and to reimburse the Reserve Fund?	734	384
Shall the Town of Glastonbury issue \$875,000 of bonds to defray appropriations for various town highway reconstruction projects?	754	352
Shall the Town of Glastonbury lease to the East Glastonbury Library Association the old Neipsic Schoolhouse for a period of 5 years with renewal options up to 15 years.	1,026	86



Dumping Site After Clean-up



Installation of MDC Water Lines

SANITARIAN

The Health Department is experiencing a demand for increased services. A full-time Assistant Sanitarian/Housing Code Inspector is now assisting the Sanitarian.

REFUSE DISPOSAL An amendment to local ordinances now provides for collectors to transport trash in covered leak-proof containers. The Town sanitary fill continues to function satisfactorily drawing many visitors to observe its operation.

ENVIRONMENTAL HEALTH Extension of public water system to Hebron Avenue — Candlelight Hill section by MDC completed . . . provides water up to an elevation of 330 feet.

FOOD SANITATION One food-borne disease outbreak, receiving nationwide publicity, occurred during the year. A commercial product, implicated in the outbreak, will in the future receive governmental control.

HOUSING CODE Through June 455 dwelling units in the proposed redevelopment area were inspected. A town-wide survey during the next five years is planned.

INSPECTIONS Environmental inspections numbered 485 including 118 for garbage and rubbish and 308 incident to sewage . . . routine inspections totaled 747 with 341 directed to subdivision lots and 210 to sewage disposal systems . . . 203 food sanitation inspections, including 91 restaurant and 53 grocery-meat stores, were made . . . overall 167 complaints received and 1,435 inspections made.

HEALTH DIRECTOR

In conjunction with the Visiting Nurse Association monthly Well-Child Clinics were held. Immunizations and physical exams were given with 150 attending. Twenty-five defects were found.

IMMUNIZATIONS	Oral Polio	79	DPT	89
	Small Pox	21	Flu	2
	Measles	14	TOTAL	205

Thirty-one Tuberculin Tine Tests and 71 physical exams were given . . . 10 dental clinics were attended by 94 . . . 2 audiometric sessions attracted 54 and 181 attended the vision clinics.

WELFARE DEPARTMENT

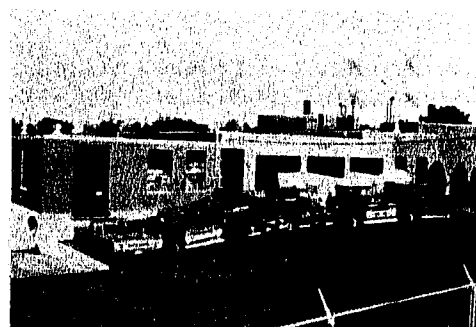
The General Assembly is constantly changing the Welfare laws to better meet the needs of its people. Mandatory, minimum, uniform standards of assistance are established, periodically reviewed and revised. Town welfare must meet these standards or forfeit 75% reimbursement from State funds.

Most clients are ill, aged or handicapped and are assisted temporarily while awaiting investigation of eligibility and extent of need under the long-term State Administered Categorical Assistance Programs. There has been a marked increase in separations and divorce of the younger parents. It is necessary to resort to the court for support action. In most cases these young fathers are not able to earn enough to pay adequate support, and these cases have to be supplemented pending long-term Aid to Dependent Children help. Parents signing permission for marriage of the very young are expected to accept responsibility should basic need arise.

The Welfare Director has been designated by the Town Council as the information agent for the elderly. Plans with the aged are individual. Even those with physical and intellectual vigor suffer great loneliness and fear their problems of advancing age and prolonged illness. Aged persons living alone with income from life savings, etc., need to be contacted frequently to make sure they are not too feeble to live alone and to determine whether placement is needed. Most encouraging is the nearness of housing for the elderly through the efforts of the Committee for the Aging and the Glastonbury Housing Authority.

During the period financial assistance amounting to \$40,356.63 was provided \$30,230.96 collected for a net cost of \$10,125.67.

SANITARY SEWER SYSTEM



Sanitation Vehicle Fleet

SEWER CONSTRUCTION Completion of 3 large sewers is expected in November, 1968. Connections to system have started and will provide service to 833 homes.

PLANT OPERATIONS A pilot secondary treatment plant, currently in operation, will provide data for treatment of domestic and industrial wastes, training of operating personnel and design of plant requirements. The operation of the primary treatment plant has increased 25% during the year. With completion of house connections in areas under sewer construction maximum capacity of system should be reached shortly. **Primary Plant Operations:**

Year	Sewage Flow	Hours of Operation	No. of Septic Tank Loads Rec'd.
1963	77,610,000	8,760	731
1965	93,576,000	8,808	770
1967	124,355,000	8,752	796



J. B. Williams Memorial Park



New "L" Deck at Eastbury Pool

RECREATION

The Recreation Department provides a year-round community program which makes available a wholesome recreational environment and activities conducted through the use of neighborhood school facilities. The programs are not offered in competition to any other program, but serve to augment and supplement those of other community agencies.

Program costs continue to rise; however, where possible, activities will continue to be offered free of charge. Fees are charged for specialized activities and most of the adult programs.

Volunteer leaders have assisted to a great extent and the success of future programs will depend upon the assistance provided by interested citizens of the community.

The Department appreciates the cooperation of the Board of Education in making available playing fields and other facilities for community recreational purposes.

AREAS, FACILITIES AND PROGRAMS OFFERED

- J. B. Williams Park — Picknicking, fishing, hiking, skiing and ice-skating.
- Butler Field — Softball, baseball and picnicking.
- Grange Pool — Swimming and picnicking.
- Open Space Areas — Nature study, walking and hiking.
- Schools — Ball fields, playgrounds and gymnasias.

PROGRAMS OFFERED IN SEASON

- Adult Ballroom Dance Classes
- Arts and Crafts
- Baton Classes
- Boys' Basketball Leagues
- Competitive Swimming
- Children's Plays
- Duplicate Bridge
- Girls' Sports Program
- High School Open House
- Ice Skating
- Instructional Swimming
- Instructional Skiing
- Men's & Women's Softball
- Men's Sports Night
- Nature Day Camp
- Painting Classes
- Recreational Skiing
- Recreational Swimming
- Slimnastics
- Sports Clinics
- Supervised Playground
- Table Tennis Club
- Tennis Instruction
- Tennis Tournament



POLICE DEPARTMENT

Twenty-three full time employees, including the Chief, a lieutenant, 4 sergeants, 2 detectives, 11 patrolmen (one a woman who also serves as secretary), 2 dispatchers and a records clerk comprise the department. One dog warden and a K-9 police dog serve the department, and seven cruisers are at its disposal.

There are eight supernumerary policemen in the department and the Town's Auxiliary Police (CD) Unit numbers 16. The Glastonbury Auxiliary Police Ambulance Association, with a membership of 23, provides daily emergency ambulance service to the community from 6 PM to 6 AM.

In addition to its two-way radio set, the department is netted with the State "Hot Line" two-way radio circuit providing immediate communication between the State Police and police units in surrounding municipalities when serious crimes are committed.

Statistical analysis of actions, enumerated below, points toward a need for additional police services. As a goal, the department endeavors to have three cruiser patrols in operation at all times.

ITEM	1966-67	1967-68	CHANGE
Serious criminal offenses	256	329	+ 73
Other criminal offenses	520	565	45
Criminal arrests	182	228	46
Municipal radio calls	7,057	7,523	466
Police radio calls	50,581	59,016	8,433
Total complaints	4,987	5,014	27
Juvenile offenses	188	189	1
Motor vehicle accidents	273	324	51
Motor vehicle arrests	515	522	7
Motor vehicle warnings	806	1,011	205
Sick or injured cared for	124	138	14
Ambulance calls answered	235	277	42

DOG WARDEN

A new heated and lighted dog pound, with a 16 dog capacity, was opened during the year. A fenced area provides outdoor dog exercise. A new truck, to facilitate the discharge of his duties, has been furnished the warden.

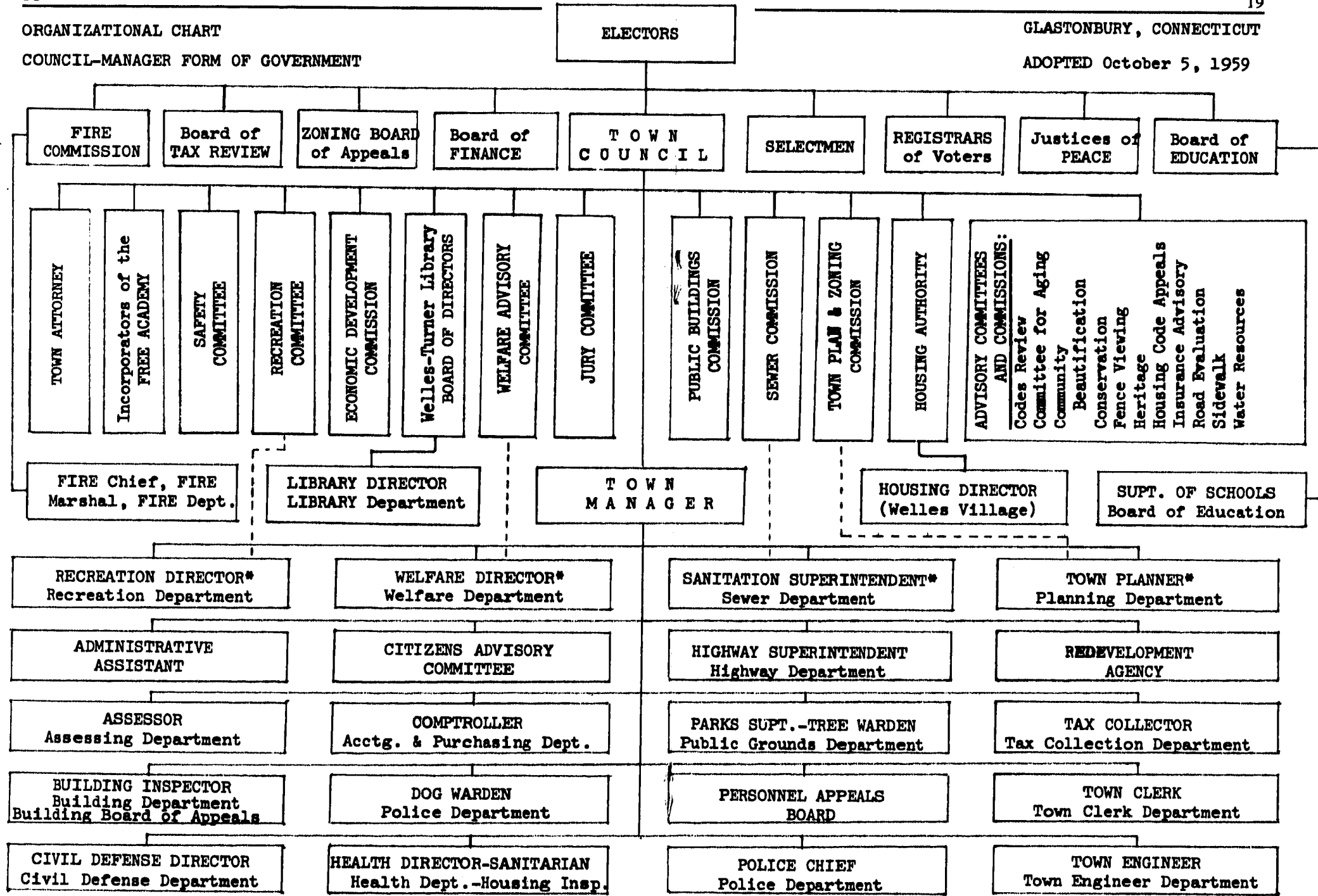
Complaints, regarding dogs, are now received in the Police Department and fees for warden services are also paid there.

Roaming dogs, licensed and unlicensed, continue to be a problem. State statutes provide for the impoundment of dogs which roam at large upon the land of another, and not under control of the owner or keeper, and the fining or imprisonment of the owner.

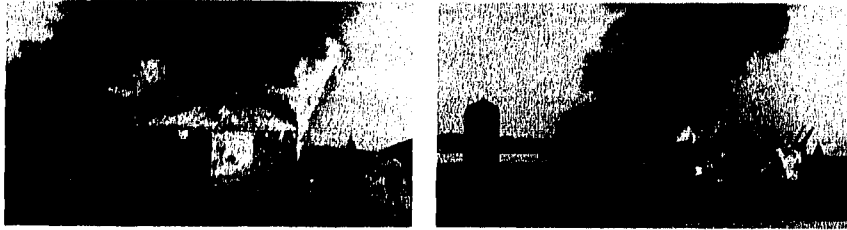
ORGANIZATIONAL CHART
COUNCIL-MANAGER FORM OF GOVERNMENT

GLASTONBURY, CONNECTICUT

ADOPTED October 5, 1959



*Serve as Executive Directors for their respective Committees/Commissions.



Barn Fire On Bailey Road July '68

FIRE DEPARTMENT

The Glastonbury Volunteer Fire Department responded to 261 activated alarms and to 28 still alarms for a 30% increase over the preceding year. Brush and grass fires responses doubled. The largest loss occurred when 8 barns were completely destroyed. In other fires one home and one factory building suffered heavy damage and 10 other homes were subjected to very small losses due to the speedy response of the fire department. One loss of life and one critical injury resulted from fires and one fireman was hospitalized for heat exhaustion and smoke inhalation.

Fire officials are disturbed by the number of fires which result from carelessness, incendiary and arson causes. Fire prevention is the business of all residents of the Town. The Town Code provides that it shall be unlawful for any person to kindle a fire in the open in such a manner as to allow said fire to burn out of control so as to require response of fire apparatus and/or personnel.

SUMMARY OF FIRE ALARMS

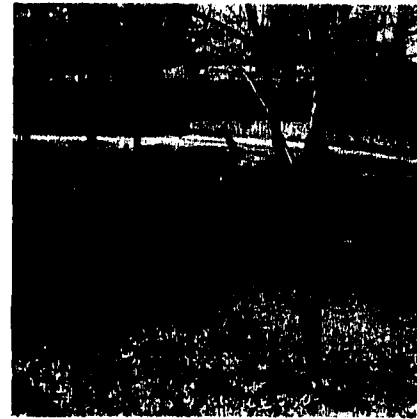
Brush and Grass Fires	148	A.D.T. and Factory Alarms	6
Motor Vehicle Fires	56	Home Heating Units	5
Homes and Building Fires	38	Dump Fires	2
Chimney Fires	9	Other Alarms	16
Home Electrical Appliances	9		TOTAL 289

CIVIL DEFENSE

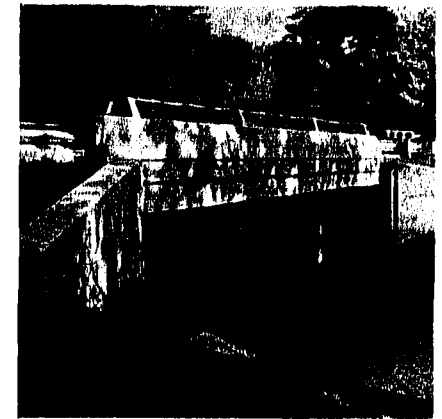
With the placement of radioactive measuring devices in each of the four firehouses and the initiation of a training program for operators a significant advance in Civil Defense preparedness has taken place. A Civil Defense Emergency Operation Simulation Techniques (EOST) Exercise, attended by all agencies and department heads of the Town as well as State military personnel, was held in the Police Range Building. The exercise revealed a number of drawbacks, notably in regard to fallout shelters and communications. A 50% Federal grant has been received, through the local office of Civil Defense, for the purchase of a new fire rescue truck which, when received, will be operated by the Town's fire department.

FIRE MARSHAL

Fire inspections, as required by State Statutes, were made of all places of assembly, private and public schools, boarding and convalescent homes and churches. Oil terminals, gasoline stations, apartment houses as well as commercial and industrial occupancies were inspected. Violation of codes, unsafe conditions and hazardous conditions were noted and brought to attention of occupants. Permits for use, transportation and storage of explosives were issued and fire drills in all public schools were conducted. The Fire Chief, the Fire Marshal and his Deputy attended the State Fire Marshal's Conference.



Coldbrook Road Bridge—Old



Coldbrook Road Bridge—New

ENGINEERING

The Engineering Department has been concerned in all phases of design, construction, inspection and supervision of many projects. Foremost were the design and planning for construction of more than one-half mile of Neipsic Road, Wassuc Road which is to be under construction shortly, the Prospect and Harris Streets sidewalks, and the Coldbrook Bridge and approaches. Complete sidewalk inspections were made in anticipation of forwarding required repair notices to owners. Concrete sidewalk mileage increased by slightly more than two miles and nine new streets were added to the 278 of record.

Sanitary Land Fill design and field work was performed by the department. In cooperation with the Town Highway Department many poor drainage conditions were surveyed and repaired. A total of 460 soil percolation tests were completed for the Health Department. The Department reviewed plans for 14 subdivisions, totaling 400 building lots, and supervised subsequent progress of construction. In connection with the Zoning Board of Appeals requirements, the Department field-examined and reported on 14 cases. It represented the Town Manager's Office in liaison work with the Public Buildings Commission in connection with construction of school, recreation and other facilities.

Town traffic counting equipment is now available and can be used to accumulate data to assist in scheduling of projects and as an aid in traffic control. The Department now has the capability to locally reproduce the several types of map tracings and map substitutes. An aerial mapping contract calling for the survey of 5,555 acres of the Town and preparation of maps thereof was initiated. Maps should be ready in the summer of 1969.

HIGHWAY DEPARTMENT

Construction and Maintenance Program Expansion. Some of our streets are inadequate to meet the needs of today's vehicular traffic. With the increasing need for better roads our reconstruction and maintenance program will have to be expanded and improved in the following areas:

- | | |
|--|-----------------------------------|
| 1. Routine Maintenance | 3. Street Patching |
| a. Cutting shoulder back | 4. Sealing street surfaces |
| b. Clearing waterways | 5. Reconstruction and resurfacing |
| c. Rebuilding Fences | 6. Curbing |
| 2. Drainage and subsurface maintenance | |

During the past few years the department has fallen behind in most areas of the program in that maintenance increases with the age of the roads. The Town must enter into a road reconstruction program as opposed to a year to year program of patching and oiling existing roads if it is to improve the quality of the road net.

General Policies. The following policies have been adopted:

1. Limit work performed for other departments
2. Eliminate major reconstruction
3. Short of reconstruction, maintain roads that are in fair condition — contract resurfacing jobs

The third policy is important. With some drainage, curbing and shoulder work, followed by recapping, many of our roads that have a good base and a fairly good cross-section can be made into good roads by the department which can do the work at a cost lower than that offered by contractors. To facilitate an improved reconstruction and maintenance program the capabilities of the department will have to be increased.

1967-68 Statistics Personnel: 20 full-time employees, including 12 laborers, truck drivers, and equipment operators, 4 mechanics, 3 crew leaders, an equipment maintenance supervisor, and a highway superintendent.

Equipment: 27 major pieces of equipment, including 14 trucks, a power shovel, backhoe, payload, grader, sweeper, and bulldozer.

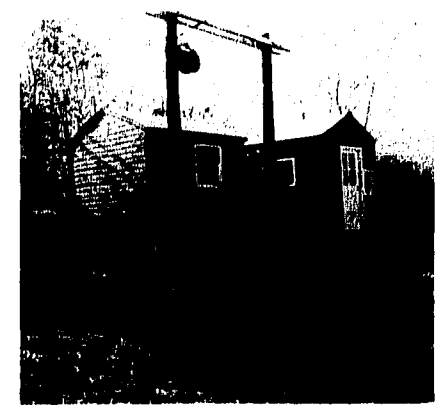
Program: 13,583 feet of curb at 20 locations, 2,428 feet of pipe at 9 locations, 114,504 gallons of oil used in surface treating roads, 444 tons of salt and 5,600 cubic yards of sand used during 19 snowstorms.

Program for 1968-69 There is still a backlog of 62 drainage and maintenance projects. With the recent approval by the voters of a major road construction program, the department should be able to reduce the backlog of maintenance and drainage problems. Among streets where major work is scheduled for next year are Northview Drive, Somerset Road, Commerce Street, Chestnut Hill Road, Bell Street, Lakewood Circle, Cider Mill Road, Oakwood Drive, Natchaug Drive, and Newell Lane.

Parks and Public Grounds The Park Department has assumed responsibility for the maintenance of the Town's two swimming pools as well as the care of shrubs and trees on the grounds of Welles-Turner Memorial Library. Among other accomplishments the department (1) constructed a



Town Nursery



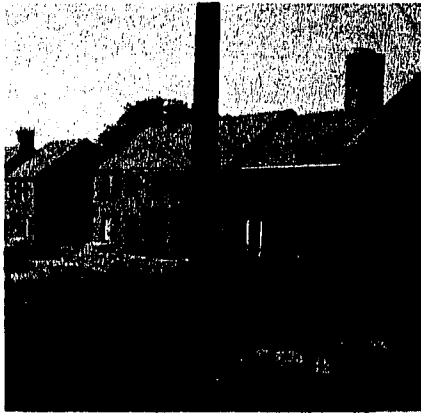
Ski Tow House
J. B. Williams Park

floating dock at the Eastbury Pool (2) designed and constructed a ticket and tow house in J. B. Williams Park ski area (3) completed a little league baseball players' field at Gideon Welles Junior High School (4) assisted contractors in removing 75 dead trees from streets (5) trimmed more than 100 public trees (6) completed reseeding/replanting program where trees were removed and (7) carried out a complete public tree spraying program during the spring and early summer months. An increase in the malicious destruction of public athletic and outdoor recreation facilities has been noticed. In addition to increasing the departmental workload, the vandalism has resulted in added expenses for replacement of equipment and interruption of service and use of the facilities.

Street Lighting For each existing street light the Town is charged an annual energy charge fee. The residents, by means of a petition by a majority of the residents in a particular neighborhood, may request the Town to install new or additional lights in their section of town. Due to budgetary limitations, there is a considerable backlog of requests for street light installation. In addition to providing adequate lighting for the business districts, it is established policy to install new street lights only at vertical and horizontal curves, at cul-de-sacs and at street intersections.



Outdoor Fireplace, Butler Field



Abbott Apartments



Patrons Mutual Insurance Company

BUILDING INSPECTOR

The Building Inspector acts as enforcing officer of the building-zoning regulations and Chairman of the Housing Code Appeals Committee in addition to receiving applications and maintaining records for the Zoning Board of Appeals.

During the period 2,862 inspections were made, including complaints investigated, involving all phases of building construction and land use to insure compliance with applicable codes and ordinances.

Permits issued totaled 1,659, categorized as follows:

Buildings	550	Heating	249	Sanitary	57
Plumbing	289	Oil burners	69	Certificates of Use	
Electrical	336	Well permits	109	and Occupancy	180

Revenues collected totaled \$33,124.80 exceeding departmental operating expenses by \$10,115.80.

New construction, valued at \$5,402,328.17, included 184 single houses, 6 two-family, 2 four-family, and 2 six-family dwellings, 5 commercial and 6 industrial buildings and 345 additions and alterations. A substantial increase in construction during the year was noted.

ZONING BOARD OF APPEALS

Eleven meetings were held at which 78 appeals for variances or special exceptions from the Building-Zone Regulations. The most numerous appeals involved yard, setback, and lot area variances (37) of which six were denied and 3 approved. Other appeals involved trailers (6) — 5 approved, 1 denied; signs (4) - all approved; lots not on town roads (7) - 5 approved, 2 denied; service stations (4) - 2 denied, 2 approved; parking requirements (3) - all approved; non-conforming uses (8) - 4 denied, 4 approved; motor vehicle salesroom (1) - approved; building height (1) - approved; utility valve box in floodland (1) - approved; fill within shoreline of brook (1) - approved. There were five other appeals which were withdrawn or not considered.

GLASTONBURY PUBLIC SCHOOLS GLASTONBURY, CONNECTICUT

Annual Report of the Chairman of the Board of Education

To the Citizens of Glastonbury:

To say that every decision of the Glastonbury Board of Education during the 1967-68 School Year was arrived at unanimously or received unanimous approval from the Town would be a major misstatement of fact. Actually, the first eight member Board of Education in Glastonbury history was composed of members representing just about every facet of opinion on educational philosophy from liberal to conservative, or if you prefer from progressive to traditional. In the opinion of the Chairman this was a very healthy situation as it assured thorough discussion of every controversial issue facing the Board.

The record of the 1967-68 School Year summarized here points to the fact that this Board was required to face up to the increasing demand for involvement in the educational problems of the core city (Hartford). To predict that the action of the Board to participate in Project Concern will be an outstanding success would certainly be presumptuous. In the judgement of many conscientious citizens this is but a small beginning to the solution of a serious sociological problem which will require many more decisions by not only the Board of Education but many other Boards and Commissions of the Town.

Teacher negotiations and school building projections consumed a major part of the Board's time. Although the Board and the Glastonbury Education Association were able to arrive at agreement on a contract after almost six months of bargaining, the very length and nature of these negotiations emphasizes the need for professional counsel. The ever increasing amount of legislation governing negotiations and the increasing demands of the teachers' organizations has such serious implications from a tax point of view that every citizen must become aware of what this may mean in the future.

The future building requirements of the educational system were given a thorough review and projections made for the next ten years. A Citizens Committee studied current facilities, the impact of new educational trends on building requirements and the population projections for the Town. The conclusions drawn by this Committee substantiate the need for the Naubuc School expansion by 1969, expansion of the High School by 1972, a new elementary school by 1975, and additional junior high school facilities by 1980. The recommendations of the Committee will be of inestimable value in the future planning of the Board of Education and the School Administrators.

In the 1968-69 school year the Board of Education will again do its best to provide superior education and facilities, knowing that perfection is not quite attainable but always to be courted.

Respectfully submitted,

William L. McGaw, Jr., Chairman
BOARD OF EDUCATION

September 1, 1968



BOARD OF EDUCATION

Seated left to right: Arthur A. Brown, Vice-Chairman; William L. McGaw, Jr., Chairman; Mrs. Jeane Pearson, Secretary. Standing left to right: Robert Merritt; Mrs. Cecilia Glick; Richmond Perley; Mrs. Eleanor Gelsor and Allen F. Hodges.

From July 1967 through June 1968 the Board met 24 times in regular and special sessions. During the period membership in the Board was increased from six to eight. Total school enrollment at the end of the period was 5,198.

Significant Actions of the Board

INSTRUCTION Approved: Modified elementary school reporting system . . . additional textbooks for special education and other areas . . . schedule for Adult Education Program . . . program of studies for grades 7-12 and school calendar for 1968-69 . . . redistricting of grades 1-5 . . . participation in Hartford's Project Concern involving not more than 52 grade 1-5 students . . . supply eye safety devices for use in laboratory and industrial classes . . . application for funds to implement Naubuc School Child Development Project . . . grade 1 pupil assignment . . . superintendent's recommendation for the Director of Art position.

MISCELLANEOUS Authorized: PTA sale of paperback books at junior high schools . . . formation of School Facilities Study Committee . . . salary increase to Director of Summer School 1968 . . . additional salary increments to 8 teachers and 2 principals for outstanding performance . . . continuation of membership in New England Educational Data Systems and Greater Hartford Council on Economic Education . . . to affiliate with Capitol Region Education Council.

MISCELLANEOUS Granted: Salary increase for superintendent and assistant superintendent . . . tenure to 25 staff members . . . additional funds for increasing staff by 14 . . . increase in hourly rate for Homebound Instruction teacher and Special Education tutoring to \$5.00 per hour . . . salary increase for business manager . . . salary increase to instructors of driver education course . . . increase in minimum hourly rate for all cafeteria personnel and double salary increment for Director of Food Services.

SCHOOLS AND SITES Approved: Conceptual plans for expansion of Naubuc School . . . accepted plan for enlarging high school athletic facilities . . . accepted completed Gideon Welles Junior High School—formally dedicated June 9, 1968 . . . authorized increase in size of proposed gymnasium at Naubuc School . . . released a parcel of land behind Academy School for use of Town Sewer Department.

OTHERS Held 14 contract negotiating sessions with representatives of Glastonbury Education Association (GEA) . . . signed 2 year (July 1, 1968-July 1, 1970) teaching contract with GEA with provisions for renegotiating certain elements of contract after one year . . . voted to increase from 11 to 12 the paid holidays for non-instructional personnel . . . approved employment for 1968-69 for 5 custodians who have reached age 65.

GLASTONBURY PUBLIC SCHOOLS GLASTONBURY, CONNECTICUT ANNUAL REPORT OF THE SUPERINTENDENT OF SCHOOLS

The opening of Gideon Welles Junior High School not only provided the school system with an excellent facility for junior high school students, but it also brought relief at other grade levels as enrollments continued to increase. The senior high school became a three-year school rather than four, and Academy School accommodated all sixth grade students in town. The change from a 6-2-4 pattern of organization to a 5-4-3 pattern in 1967-68 brought benefits in even enrollment distribution. As enrollments continue to increase and school building construction keeps pace, flexibility in organizational patterns and re-districting will continue to be necessary in order to keep even enrollment distributions and maintain favorable class size.

Of considerable service to the community and assistance to the Board of Education was the report submitted by the Citizens' School Facilities Study Committee, a 23-member group representing the committees and commissions of the Town as well as the community at-large. The report will serve as the basis for development of educational specifications and preliminary studies for the system's next school building requirement either in 1971 or 1972.

The interest, advice and assistance provided by the Town Manager and the directors of his departments have contributed much to the administration of the school system. Under the direction of the librarian at Welles-Turner Memorial Library, a council of town and school librarians was established to develop patterns of communication and exchange of materials among the librarians of the community. We are most appreciative to the Highway and Parks Departments for their valued contributions in snow removal and grounds upkeep which assisted us in keeping the schools open each day last winter.

The establishment of the Hubbard Street Curriculum Center has provided helpful ideas and materials, particularly for teachers in the elementary schools. A central professional library has been organized, a distribution center for audio-visual materials established, and the Reading Guide, which will be ready for all teachers in September 1968, was revised. The guide contains much helpful information and descriptions of techniques and procedures for teachers to use in developing reading skills. The Center has also served as a meeting place for curriculum study committees and as an exhibit area for display of new sample textbooks and instructional materials. The Coordinator of Instructional Services has directed the Center's operation and has also served as the school system's representative to Educational TV Channel 24, the Greater Hartford Council on Economic Education, and the METRO Educational Services Center at the University of Hartford.

In conclusion, I should like to express appreciation to the Board of Education for the direction it has provided in determining policies for the administration of the school system. It has responded with dedication and sincerity of purpose to a complexity of questions and challenges concerning curriculum, school finance, and inter-relationships between school and community. Effective liaison was maintained with the Town Council, Board of Finance and the Public Buildings Commission — all working together to provide with the resources available the best possible educational program and facilities for our youth. Within the framework of this high degree of cooperation the community stands to gain maximum return from its major investment.

DR. HUGH McG. WATSON
Superintendent of Schools

September 1, 1968

REPORTS FROM SCHOOL PRINCIPALS AND DEPARTMENT DIRECTORS

Classroom—
Gideon Welles Junior High School



ENGLISH A writer-in-residence program was held with Professor Donald Murray of the University of New Hampshire spending a day visiting classes, talking to individual students, and speaking to the entire English department faculty. Professor Paul Smith of Trinity College presented a series of lectures on the subject of narrative patterns in literature.

MATHEMATICS A series of workshops for elementary school teachers was conducted by the Director of

Mathematics. Under a special grant from the State Department of Education special materials, including films, slide rules, special supplementary texts, and a desk calculator, were purchased for use in junior high school mathematics classes.

SOCIAL STUDIES The Director of Social Sciences was selected by the United States Office of Education as one of 25 social science department heads to participate in a ten weeks seminar in India. The group traveled extensively, studying the history, culture, and contemporary problems of the country. A variety of books and visual aids suitable for use in the Non-Western Civilization course at the High School was selected.

SCIENCE Introduced in the seventh grade program was a unit in astronomy which will be more fully developed next year and will include observations and study at the Children's Museum new planetarium in West Hartford. One advanced division of chemistry was established for the first time in the High School, in addition to the standard chemistry classes.

INDUSTRIAL ARTS Noted during the past year has been an increased interest among students in the power mechanics courses. In the courses in metals more is being done in the area of materials testing and efforts were made to coordinate program with current developments in related industries. Enrollment of girls in industrial arts courses continued to increase.

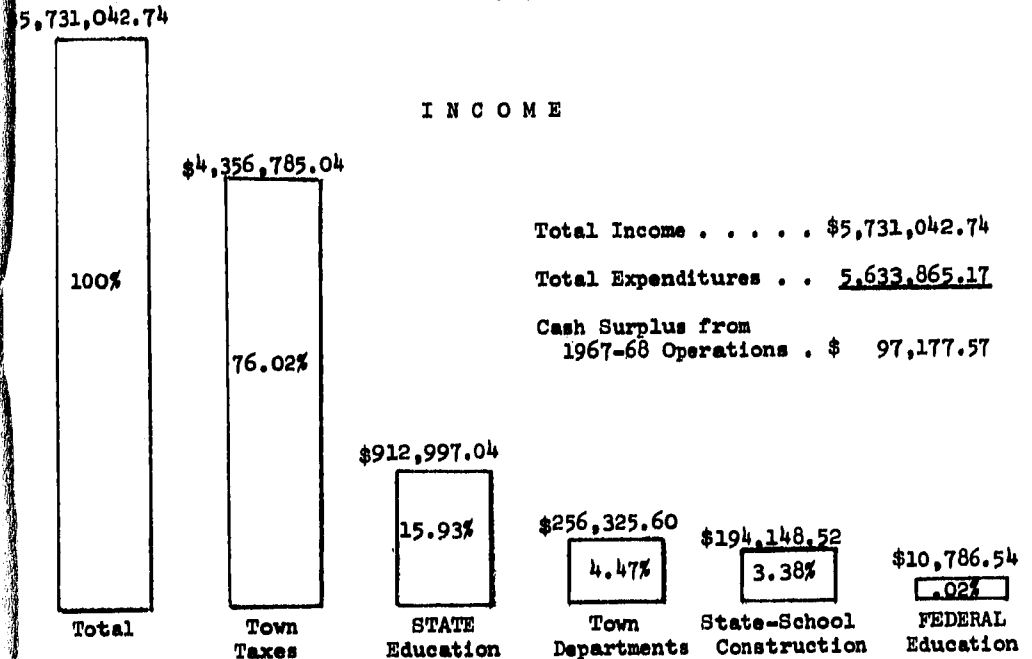
HEALTH EDUCATION Courses in family life and sex education were introduced in the summer school program for upper elementary and junior high school students and in the spring semester of the adult education program. Dangers of drug abuse were stressed in assembly programs on narcotics held at the High School and Gideon Welles Junior High School.

ATHLETICS High School golf and tennis teams won League Championships, soccer and basketball teams qualified for state tournaments, and a high school junior won the state championship in wrestling in his weight division. Junior varsity football program was inaugurated with varsity program scheduled for Fall of 1968.

DRAMA A high point of the year was the student presentation of "My Fair Lady" on two successive evenings in May before capacity audiences in the High School Auditorium. With hearty cooperation between the drama and music departments and participating students, the lead characters, chorus, orchestra, stage crew and others, presented a truly outstanding performance. In a statewide drama competition held in March at Trinity College, the High School Drama Club won the first place trophy award, and a sophomore member received the best actor award.

MUSIC Band exchange concerts were held with Winchester High School in Massachusetts, while choir exchange concerts were held with Lyman Hall High School in Wallingford, Connecticut. The concerts demonstrated the high quality of performance and musicianship of the participating students.

FINANCIAL POSTURE
FY 1967-68

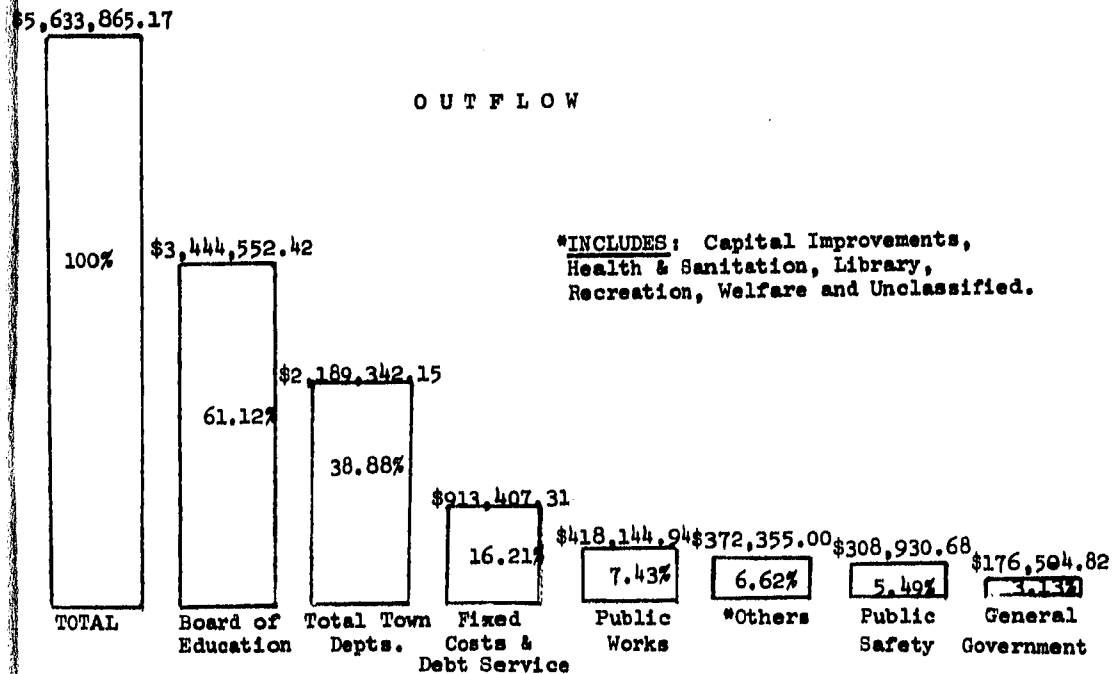


INCOME

Total Income \$5,731,042.74

Total Expenditures 5,633,865.17

Cash Surplus from
1967-68 Operations . \$ 97,177.57



OUTFLOW

*INCLUDES: Capital Improvements,
Health & Sanitation, Library,
Recreation, Welfare and Unclassified.

BUDGETARY DATA

EXPENDITURES

	BUDGET 1966-67 Projected to 12 months	BUDGET 1967-68 12 months	BUDGET 1968-69 12 months
GENERAL GOVERNMENT			
Town Council	\$ 3,580.00	\$ 3,675.00	\$ 4,375.00
Board of Finance	300.00	300.00	300.00
Town Manager	31,365.00	39,958.00	49,509.00
Town Plan & Zoning Commission	16,147.00	18,784.00	21,367.00
Board of Tax Review	478.00	325.00	325.00
Courts	1,940.00	1,852.00	2,210.00
Zoning Board of Appeals	790.00	810.00	840.00
Totals	\$ 54,600.00	\$ 65,704.00	\$ 78,926.00
STAFF AGENCIES			
Town Clerk	\$ 19,579.00	\$ 19,977.00	\$ 22,922.00
Town Attorney	7,600.00	8,000.00	8,000.00
Treasurer	4,550.00	4,600.00	4,700.00
Selectmen & Registrars	8,281.00	10,155.00	10,430.00
Community Beautification Committee	—	100.00	100.00
Public Buildings Commission	—	—	—
Economic Development Commission	7,600.00	4,550.00	5,000.00
Conservation Commission	300.00	300.00	500.00
Heritage Committee	80.00	50.00	—
Committee for the Aging	200.00	250.00	150.00
Redevelopment Agency	130.00	500.00	100.00
Citizens Advisory Committee	—	200.00	200.00
Water Resources Commission	—	50.00	50.00
Totals	\$ 48,570.00	\$ 48,982.00	\$ 52,477.00
PUBLIC SAFETY			
Police Department	\$ 194,667.00	\$ 225,006.00	\$ 248,354.00
Fire Commission	63,434.00	55,900.00	57,510.00
Civil Defense	1,540.00	1,310.00	3,398.00
Street Lighting	28,250.00	28,200.00	29,500.00
Fire Marshal	2,305.00	2,350.00	2,350.00
Auxiliary Police Ambulance	755.00	700.00	800.00
Totals	\$ 290,951.00	\$ 313,466.00	\$ 341,912.00
PUBLIC WORKS			
Administration & Payroll	\$ 140,636.00	\$ 146,113.00	\$ 164,082.00
Operation of Equipment	56,343.00	54,844.00	61,388.00
Snow & Ice Removal	32,397.00	41,400.00	42,410.00
Roadways & Drains	23,175.00	35,850.00	56,850.00
Parks & Public Grounds	61,314.00	70,569.00	90,073.00
Town Engineer	23,840.00	27,092.00	29,937.00
Building Inspector	21,834.00	23,009.00	25,110.00
Public Buildings	26,172.00	24,381.00	25,216.00
Totals	\$ 385,711.00	\$ 423,258.00	\$ 495,066.00
FINANCIAL ADMINISTRATION			
Tax Collector	\$ 21,998.00	\$ 16,587.00	\$ 20,795.00
Comptroller	20,670.00	23,815.00	27,092.00
Assessor	21,408.00	20,380.00	26,624.00
Totals	\$ 64,076.00	\$ 60,782.00	\$ 74,511.00
HEALTH AND SANITATION			
Sewer Commission	\$ 20,586.00	\$ 32,453.00	\$ 42,864.00
Health Department	29,958.00	31,581.00	45,404.00
Refuse Disposal	40,271.00	17,905.00	29,421.00
Totals	\$ 90,815.00	\$ 81,939.00	\$ 117,689.00

EXPENDITURES

	BUDGET 1966-67 Projected to 12 months	BUDGET 1967-68 12 months	BUDGET 1968-69 12 months
WELFARE			
Administration	\$ 13,992.00	\$ 15,578.00	\$ 19,453.00
Outdoor Aid	16,850.00	14,000.00	29,000.00
Still Hill Boarding Home	11,476.00	10,593.00	11,803.00
Totals	\$ 42,318.00	\$ 40,171.00	\$ 60,256.00
RECREATION			
Recreation Commission	\$ 39,018.00	\$ 41,840.00	\$ 52,550.00
LIBRARIES			
Welles-Turner Memorial Library	\$ 78,415.00	\$ 84,350.00	\$ 90,750.00
South Glastonbury Library	1,250.00	1,250.00	1,250.00
East Glastonbury Library	1,000.00	1,000.00	1,250.00
Totals	\$ 80,665.00	\$ 86,600.00	\$ 93,250.00
GENERAL			
Insurance and Bonds	\$ 44,948.00	\$ 46,690.00	\$ 50,790.00
Pension Plan	42,295.00	58,817.00	80,700.00
Unclassified	15,741.00	16,722.00	15,465.00
Total General Town Operating	\$1,199,708.00	\$1,284,971.00	\$1,513,592.00
Capital Improvements Program	95,578.00	82,810.00	161,304.00
Total General Town Budget	\$1,295,286.00	\$1,367,781.00	\$1,674,896.00
Contingency	—	48,000.00	40,000.00
Bonds and Interest	638,757.00	803,143.00	861,403.00
Totals	\$1,934,043.00	\$2,218,924.00	\$2,576,299.00
Board of Education	\$3,014,612.00	\$3,446,239.00	\$3,903,109.00
GRAND TOTAL	\$4,948,655.00	\$5,665,163.00	\$6,479,408.00

GENERAL FUND REVENUES

BUDGETED RECEIPTS

	1966-67	1967-68	1968-69
Property Taxes — Current	\$3,852,774.00	\$4,096,900.00	\$4,746,057.00
Property Taxes — Prior	127,813.00	90,000.00	60,000.00
Penalties, Interest & Fees	8,776.00	6,000.00	8,000.00
Subtotal	\$3,989,363.00	\$4,192,900.00	\$4,814,057.00
In Lieu of Taxes	48,552.00	53,460.00	63,355.00
Education	771,463.00	953,330.00	1,019,830.00
Building Inspection	23,367.00	20,000.00	27,000.00
Plan & Zoning Commission	981.00	900.00	900.00
Recreation	8,783.00	7,500.00	13,000.00
Police	22,222.00	23,800.00	17,200.00
Licenses & Permits	843.00	800.00	800.00
Public Works	10,760.00	5,200.00	12,693.00
Welfare	22,222.00	23,800.00	34,800.00
State Grants for School Construction	126,593.00	193,469.00	223,911.00
Town Clerk	12,489.00	13,900.00	25,900.00
Welles-Turner Library	14,396.00	15,599.00	15,230.00
Interest Earned	61,685.00	60,000.00	82,000.00
Sanitary Tests	500.00	1,000.00	2,000.00
Unclassified	14,634.00	7,900.00	31,045.00
TOTAL RECEIPTS	\$5,128,829.00	\$5,570,158.00	\$6,383,721.00
Cash On Hand Beginning of Year ...	242,114.00	95,005.00	95,687.00
GRAND TOTAL	\$5,370,943.00	\$5,665,163.00	\$6,479,408.00

TAX COLLECTOR

Report of Property Tax Collections

GRAND LIST	DUE DATE OF TAX	COLLECTIBLE 7/1/67	ADDITIONS	DEDUCTIONS	TAX FREEZE	ADJUSTED COLLECTIBLE
*1/1/67	7/15/67	\$4,265,275.55	\$1,045.50	\$ 8,707.59	\$18.96	\$4,257,594.50
10/1/66	4/1/67	91,378.76	582.56	1,839.64	—	90,121.68
10/1/65	4/1/66	53,736.48	71.25	1,432.51	—	52,375.22
10/1/64	4/1/65	20,452.56	63.00	—	—	20,515.56
10/1/63	4/1/64	10,471.95	114.75	—	—	10,586.70
10/1/62	4/1/63	1,213.59	—	—	—	1,213.59
Prior Years		5,278.86	—	—	—	5,278.86
		\$4,447,807.75	\$1,877.06	\$11,979.74	\$18.96	\$4,437,686.11

ACTUAL COLLECTIONS DURING YEAR

GRAND LIST	TAXES	TRANSFERRED TO SUSPENSE	COLLECTIBLE BUT UNCOLLECTED END OF YEAR
*1/1/67	\$4,169,546.82	\$	\$ 88,047.68
10/1/66	66,361.05	4,317.79	23,760.63
10/1/65	31,003.27	2,340.41	17,054.16
10/1/64	11,813.47	1,178.55	6,361.68
10/1/63	7,361.12	118.33	2,047.03
10/1/62	352.74	127.89	742.52
Prior Years	293.77	\$8,082.97	4,857.20
Total Taxes Collected	\$4,286,732.24		\$142,870.90
Interest	15,506.79		
Lien Fees	410.16		
Total Collected	\$4,302,649.19		

*As a part of acceptance of the Uniform Fiscal Year, the date of the Grand List has been changed to January 1 rather than the preceding October 1. Tax due dates have been set for July 15 and January 15 of each year. For example: In the 1968-69 fiscal year starting July 1, 1968, taxes are figured on the Grand List of January 1, 1968 and are due July 15, 1968 and January 15, 1969.

STATEMENT OF BONDED INDEBTEDNESS

GENERAL TOWN and SCHOOL BONDS	Amount of Original Issue	% Int. Rate	Outstanding Balance 7-1-67	Redeemed & Cancelled	Outstanding Balance 6-30-68
High School 3-1-52	\$ 1,565,000	1.6	\$ 365,000	\$ 80,000	\$ 285,000
High School Addition & Buttonball School 9-1-55	1,140,000	2.7	480,000	60,000	420,000
Hebron Avenue School 12-1-57	642,000	3.4	240,000	40,000	200,000
Hebron Avenue School Addition 9-1-59	149,000	3.7	79,000	10,000	69,000
Town Office Building 9-1-59	354,000	3.7	214,000	20,000	194,000
Buttonball School Addition 10-1-60	260,000	3.5	170,000	15,000	155,000
Academy School Addition 10-1-60	900,000	3.5	630,000	45,000	585,000
Hopewell Road School 4-15-62	925,000	3.0	675,000	35,000	630,000
Eastbury School Addition 2-1-64	635,000	3.2	530,000	45,000	495,000
J. B. Williams Park 2-1-64	150,000	3.2	105,000	15,000	90,000
Firehouse Notes 5-1-65	153,000	2.7	89,000	32,000	57,000
Town Garage Addition Notes 5-1-65	40,000	2.7	24,000	8,000	16,000
Gideon Welles Junior High School 4-1-67	2,675,000	3.6	2,675,000	135,000	2,540,000
Uniform Fiscal Year (A)	1,180,000	—	1,180,000	—	1,180,000
	<u>\$10,768,000</u>		<u>\$7,456,000</u>	<u>\$540,000</u>	<u>\$6,916,000</u>
SEWER BONDS 7-1-61	\$ 1,484,000	3.1	\$ 675,000	\$135,000	\$ 540,000
Sewer Bonds (A)	2,390,000	—	2,390,000	—	2,390,000
	<u>\$ 3,874,000</u>		<u>\$3,065,000</u>	<u>\$135,000</u>	<u>\$2,930,000</u>
(A) Authorized but not issued as of end of period.	<u>\$14,642,000</u>		<u>\$10,521,000</u>	<u>\$675,000</u>	<u>\$9,846,000</u>

STATEMENT OF DEBT LIMITATION

PROPERTY TAXES, INTEREST & LIEN FEES Collected — Fiscal Years Ended 8-31-66 & 6-30-68	Base for determination of debt limitation — \$7,965,653.11 ÷ 2 (A)
DEBT LIMIT:	General Purposes at 2¼ x \$3,982,826.56
	School Purposes at 2¼ x \$3,982,826.56
	Sewer Purposes at 1½ x \$3,982,826.56
	Urban Renewal at 1 x \$3,982,826.56
	Total debt limit
AUTHORIZED AND OUTSTANDING DEBT:	General Town and School
	Sewer
	Less: Uniform Fiscal Year Authorized Issue (B)
TOTAL DEBT — Outstanding and Authorized	8,961,359.76
EXCESS BORROWING CAPACITY Subject to State Tax Commissioner's Approval	5,974,239.84
(A) Formula for determination of base conforms with opinion of State Tax Department.	3,982,826.56
(B) Exempted by State Statute, Section 7-384.	\$27,878,785.92

\$ 7,965,653.11
\$ 3,982,826.56
\$27,878,785.92

6,916,000.00
2,930,000.00
9,846,000.00
1,180,000.00

\$19,213,785.92
8,666,000.00
\$17,547,785.92

RESERVE FUND

For Capital and Non-Recurring Expenditures

BALANCE SHEET

ASSETS	June 30, 1968
Cash in Bank	\$ 54,443.71
U.S. Treasury Bills, at cost	171,215.24
Due from General Fund	96,500.00
Due from State of Connecticut	10,411.60
Total Assets	<u>\$332,570.55</u>

APPROPRIATIONS AND UNEXPENDED	
Appropriations Unexpended	\$142,050.56
Unexpended Balance	190,519.99
Total Appropriations and Unexpended Balance	<u>\$332,570.55</u>

CASH RECEIPTS AND DISBURSEMENTS

Cash in Bank at beginning of period	\$ 78,557.62
---	--------------

RECEIPTS	
State of Connecticut P.A. 89-10 & P.A. 35	\$ 12,031.56
State of Connecticut Language Grant	6,941.06
Bond Capital Project—Surplus (Sidewalks)	2,582.74
State of Connecticut Open Space Grant	3,250.00
Transfers from General Fund Surplus	178,900.00
Interest earned from Investments	1,414.92
Principal Investment Return	148,406.33
Total Receipts	<u>\$353,526.61</u>
	<u>\$432,084.23</u>

DISBURSEMENTS	
Naubuc Fund P.A. 35 Transfers and 89-10 Book Appropriation	\$ 3,236.69
Expenditures Against Appropriations	104,343.06
Purchase of Investments	270,060.77
Total Disbursements	<u>\$377,640.52</u>
Cash on Deposit at end of period	<u>\$ 54,443.71</u>

STATEMENT OF TOWN AID ROAD ACCOUNT

Balance July 1, 1967 (Unallotted & Unexpended)	\$122,626.23
Assistance: Town Funds Used on Project 53-112	8,572.30
ADD — July 1, 1967 Allocation	
Town Aid	\$ 74,993.00
Unimproved Town Aid	10,892.00
	<u>\$217,083.53</u>
DEDUCT — Expenditures During Fiscal Year	\$107,374.47
Reserve	505.38
	<u>107,879.85</u>
Balance, June 30, 1968 (Unallotted & Unexpended)	\$109,203.68
Unexpended Balance of Projects Started but not completed	\$ 14,997.85
Reserve Fund for Projects not started but which are under agreement with State Highway Department	2,197.00
	<u>17,194.85</u>
Available for Agreement	
Regular Town Aid Funds	\$ 24,039.83
Unimproved Town Aid Funds	67,969.00
	<u>92,008.83</u>

EXPENDITURES BY PROJECTS

Project Number	Allotment	Expenditures	Reserve	Balance
14.310-53-167-18) Maintenance	\$ 35,983.68	\$ 35,983.68	—	—
14-310-53-168-18) Surface				
Treatment	2,936.19	—	—	\$ 2,936.19
14-440-53-116-06) Hopewell Rd.	18,382.00	16,410.95	(2,522.10)	4,493.15
14-440-53-116-10) Section	4.80	11.50	—	(6.70)
14-440-53-116-11) Rebuilt	(231.97)	(209.88)	—	(22.09)
14-440-53-117-06) Coldbrook	65,600.00	54,852.62	3,027.48	7,719.90
14-440-53-117-10) Road	5.00	9.20	—	(4.20)
14-440-53-117-11) Bridge	198.00	316.40	—	(118.40)
	<u>\$122,877.70</u>	<u>\$107,374.47</u>	<u>\$ 505.38</u>	<u>\$14,997.85</u>

AUDITORS'
REPORT:SIGAL, TRAGER AND GURNE
Certified Public Accountant772 Farmington Avenue
West Hartford, Connecticut 06119
233-9661

October 15, 1968

Town Council
Town of Glastonbury
Glastonbury, Connecticut

Gentlemen:

We have examined the financial transactions recorded in the books and records of the Town of Glastonbury for the year ended June 30, 1968. Our examination was made in accordance with generally accepted auditing standards and in conformity with the applicable requirements of the State Tax Commissioner concerning municipal audits, and accordingly included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances. Information and explanations were obtained from officials.

In our opinion, to the best of our knowledge and belief based on such examination, the attached Exhibits A to W and supporting schedules, accompanied by explanatory comments and recommendations, present fairly the financial position of the various funds of the Town of Glastonbury as of June 30, 1968 and the results of the Town's operations and changes in funds for the year then ended, in conformity with generally accepted principles of municipal accounting.

The above certification appears in the Auditor's Report filed in the Town Clerk's Office. Only certain of the financial statements of the various funds referenced in this certification are included in this report. The entire report of examination of Sigal, Trager and Gurne is on file and available for public inspection in the Office of the Town Clerk.

/s/ Nathan A. Sigal, C.P.A.
Partner

SCOPE OF AUDIT

EXCERPT OF COMMENTS: Cash on hand was counted and cash on deposit was confirmed. All savings bank passbooks were examined and balances were confirmed. Book balances were being reconciled monthly and cash receipts deposited properly. Town-owned securities were confirmed and transactions and income examined in detail.

One hundred percent of uncollected property taxes with balances of \$10.00 or more were confirmed in writing. Rate books were in agreement with control accounts of the several dates checked. The property tax assessment abstract was properly prepared and sworn. At least 10% of uncollected special assessments were confirmed—no exceptions disclosed—and balance of individual amounts was in agreement with control accounts.

Disbursements were test-checked, vouchers and supporting invoices examined for correctness and cancelled checks inspected—no discrepancies were noted. All bond, note and coupon transactions made were verified with the bank and destruction of matured coupons and bonds by the bank was accomplished.

RESUME OF FINANCIAL TRANSACTIONS. Budget of \$5,665,163 was approved at Town Meeting June 8, 1967. Actual revenues amounted to \$5,731,810.45 and appropriations totaled \$5,633,865.17 resulting in a surplus of \$95,005.00 which was allocated to the budget. After transfer of \$183,200 to Reserve Fund for Capital and Non-Recurring Expenditures, \$13,213.17 from Bond Capital Project Fund and miscellaneous adjustments, the General Fund Unappropriated Surplus at end of period was \$250,968.20, a decrease of \$138,124.72 from the amount on hand at beginning of the period. The General Fund Cash decreased from \$273,918.66 at beginning of period to \$96,177.43 at end of period and uncollected taxes decreased from \$182,532.20 to \$142,870.90 — a decrease of \$39,661.30. Long term indebtedness decreased by \$135,000.00.

RECORDS MANAGEMENT. In general, the financial records of the Town were maintained in a satisfactory manner. The general conduct of offices as relates to the financial records was satisfactory.

LAW SUITS. There are several suits pending against the Town. All are adequately covered by insurance except one, wherein the maximum exposure of the Town is \$10,000. There is another suit pending by a sewer contractor which could result in an additional payment of \$12,000.

RECOMMENDATIONS

CASH We recommend that:

1. Old outstanding checks of the General Fund, Board of Education, Sewer Operating Fund, Sewer Construction Fund and Developers' Fee Account be investigated, voided and replacement issued if possible, or written off and the amount returned to cash.
2. The present General Fund checking account be divided into four separate accounts with balances as follows:
 - a. General Fund—Regular—All receipts should be deposited to this account and transfers made to the payroll accounts for the exact amount of each payroll as paid and to the Board of Education—Regular as required.
 - b. General Fund—Payroll—Imprest balance of \$100.00.
 - c. Board of Education—Regular—Variable balance with transfers made as funds are needed.
 - d. Board of Education—Payroll—Imprest balance of \$100.00.

INTERNAL AUDIT AND CONTROL. We recommend that a continuing review be made by the Comptroller's Office of all department record keeping especially after a change in personnel has occurred in a department.

Bulk Rate
U. S. Postage
Glastenbury, 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.

CALL THE	FOR ANSWERS ON	WHOSE PHONE IS
Assessor	Assessments	633-5231
Building Inspector	Building Permits, Zoning Board of Appeals	633-5231
Comptroller	Bills and Accounts, Purchasing	633-5231
District Fire Warden	Permits for Burning	633-4669
Dog Warden	Dead Animals, Dog Problems	633-9411
Parks Superintendent	Parks & Public Grounds, Tree Problems	633-5231
Police Department	Police (routine)	633-9411
Recreation Director	Recreation	633-5231
Recreation Answering Service	Scheduled Events	633-5231
Sanitarian	Public Health Matters	633-5231
Sanitation Superintendent	Sanitary Sewers, Treatment Plant	633-5231
Still Mill Boarding Home	Town Farm	633-7338
Superintendent of Schools	Schools and Education	633-5231
Tax Collector	Taxes	633-5231
Town Clerk	Birth and Death Certificates, Property Deeds, Fishing and Hunting Licenses, Elections, Vet- ing and registration, Dog Licenses	633-5231
Town Engineer	Engineering	633-5231
Town Garage	Street Maintenance, Snow Removal	633-5231
Town Manager	Administration	633-5231
Town Planner	Town Plan and Zoning Commission, Municipal Planning	633-5231
Visiting Nurse Association	Public Nursing, Clinics	633-5011
Welfare Director	Welfare and Relief	633-5231
Wells-Turner Library	Libraries	633-1300