

TOWN OF GLASTONBURY
CONNECTICUT



ANNUAL REPORT

JULY 1, 1968 -- JUNE 30, 1969

COVER ILLUSTRATION
The Official Seal – Town of Glastonbury

The official seal, adorned in its ceremonial dress, is affixed to the gable above the main entrance to the Town Office Building. As depicted, the seal was created by Casimir Michalczyk, Glastonbury sculptor, and dedicated with appropriate ceremony in September, 1960. The thorn in the center represents the GLASTONBURY HOLY THORN, dating back to biblical times, of Glastonbury (Somerset) England, a Sister City of Glastonbury. The jeweled ornament atop the seal proper is believed to represent the crown worn by the King of England at the time Glastonbury, Connecticut was settled.

Carrie Alice Kingsbury, at the request of William Goslee, lawyer, designed the original Town Seal, probably in 1877. No official record has been found of the date of adoption of the seal by the Town; however, an entry in the Annual Report dated May 14, 1877 indicates an expenditure of \$10.00 for a Town seal.

ACKNOWLEDGEMENT

Assisting in the preparation of this report were the department directors, the chairmen of the several committees and commissions, the superintendent of schools, the staff of the Town Manager and many other citizens of the community. Without their cooperation and assistance compilation of a factual report of the functions of the Town government could not have been properly documented.

“The plains and hills, and meadows and streams of OLD GLASTENBURY, have a charm for me beyond those of any place on earth.”

“Ah charming hills, ah pleasing shade,
Ah scenes beloved in vain,
‘Twas here my careless childhood strayed
A stranger yet to pain.”

Excerpt from speech by HONORABLE GIDEON
WELLES during GLASTENBURY CENTENNIAL
CELEBRATION May 18, 1853

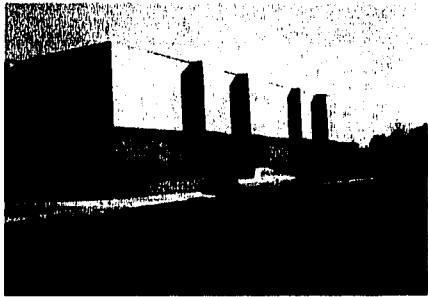
Printed by The Waverly Printing Co.

Edited by Anthony H. Shookus, Assistant Town Manager

DRAWING OF TOWN SEAL BY CORNELIA RARING

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Latest contribution to the school system.
NAUBUC SCHOOL ADDITION

HISTORY - Incorporated as a separate town May 8, 1690, Glastonbury, representing an area of 53.5 square miles and located on the east bank of the Connecticut River, is the eleventh largest town in the state. The centers of population are Glastonbury Center, South Glastonbury, East Glastonbury (Eastbury), Addison, Hopewell and Buckingham.

POPULATION - According to the Connecticut State Department of Health *Weekly Health Bulletin* census study the population as of July 1, 1969 was estimated to be 19,600 with a population density of 366 per square mile. These people live in 4,906 dwellings and own 12,024 automotive vehicles.

GOVERNMENT - Council-Manager form (9 councilmen) was adopted in 1959. Municipal elections are held every two years. The Council meets on the second and fourth Mondays of each month. There are 107 full time general government employees and 511 in the field of education and its administration.

FINANCES - The 1969-70 tax rate is 49 mills based on an assessment ratio of 70% on a January 1, 1969 net taxable grand list of \$115,187,788. The latest revaluation has been in effect since October 1, 1965. The 1969-70 Uniform Fiscal Year budget is \$7,655,803.

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. The total school enrollment is 5,581.

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

LIBRARY - The Welles-Turner Memorial 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 libraries staffed by volunteer personnel.

FIRE DEPARTMENT - The department consists of a part-time Fire Marshal and 150 volunteer firemen organized into four companies located on Main Street, Main Street South Glastonbury, Hopewell Road and Manchester Road. According to the New England Fire Rating Bureau, Glastonbury has a fire rating of C.

POLICE DEPARTMENT - The department consists of a Police Chief, 22 full time police officers and 1 policewoman, 4 dispatchers, 3 clerks, 13 auxiliaries, 8 school guards, 1 police K-9 dog, a fleet of four marked cruisers and 3 unmarked cars. Ten supernumeraries augment the department as required.

* * *

ELECTIVE TOWN OFFICIALS

TOWN COUNCIL '71

Donald F. Auchter
*Robert E. Goodrich
John J. Kelley
J. Blaine Lewis, Jr.
Antonina B. Parker
**Butler L. Ripley
Edward A. Richardson
William S. Rogers
F. Peter Schevola

BOARD OF EDUCATION

**Arthur A. Brown '71
Eleanor R. Geiser '71
Allen F. Hodges '73
Sultana Kowasz '73
Robert Merritt '71
Jean B. Pearson '71
*Richmond Perley '73
George Royster, Jr. '71

FIRE COMMISSION

Earl C. Goodale '71
Harvey A. Katz '75
Robert J. Lewis '73
*Ernest E. Novay, Jr. '71
Bernard G. Sweetland '73
Edward H. Tyrol, Jr. '75

*Chairman **Vice Chairman

BOARD OF FINANCE

Samuel Deich '75
*William B. Glotzer '71
Henry A. Kinne '73
Thomas M. Murphy '73
Charles T. Roelke '75
**George W. Trepp, Jr. '71

BOARD OF TAX REVIEW

Robert B. Basine '71
Carl Bolin '73
Thomas H. Kemble '73
Harrison A. Walker '71
Robert Viens '71

ZONING BOARD OF APPEALS

Justus A. Littel '71
E. Marson Moffatt '71
Charles Monaco '73
Robert G. Nystrom '73
Dale W. Van Winkle '73

Alternates:

Edward Lopez '71
Douglas Scott '71
Sally Wisniewski '71

REGISTRARS OF VOTERS

Olga M. Corban
Elizabeth D. Wilcox

JUSTICES OF THE PEACE '71

Mario L. Accornero
Philip J. Baribault
Francis B. Barnett
David W. Bowman
Carolyn O. Brown
Priscilla L. Burkhardt
Catherine J. Carini
John F. Casella
Maryann S. Cullina
E. John Gregory
Herbert M. Johnson
Harvey A. Katz
Henry A. Kinne
Thomas W. Kolls
Mary R. Lamphire
C. Edward Lamson
Thomas D. Leahy
Dorothy S. Peltzer
Butler L. Ripley
Kenneth P. Smith

CONSTABLES '71

Edward G. Adams
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 M. Bisi

FINANCE DIRECTOR—SCHOOLS

Robert E. Custer

FIRE CHIEF

Edward Siwy

FIRE MARSHALL

Howard H. Horton, Jr.

SUPERINTENDENT OF SCHOOLS

Dr. Hugh McG. Watson

HEALTH OFFICER

Dr. Joseph Raffa

ASSISTANT HEALTH OFFICER

Dr. Charles R. Preble

FIRE WARDENS

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

HIGHWAY SUPERINTENDENT

Edward G. Carini

INSURANCE AGENT OF RECORD

Alvar H. Anderson

TOWN PLANNER

Anthony R. Sullivan

TREE WARDEN
PARKS SUPERINTENDENT

John B. Earle

CHIEF OF POLICE

Theodore A. Weathers

RECREATION DIRECTOR

Michael P. Kreuzer

SANITARIAN

Richard B. Coppa

SANITATION SUPERINTENDENT

Alvin L. Bean

TAX COLLECTOR

Dorothy B. Finney

TOWN ATTORNEYS

Wynne & Pontillo

TOWN CLERK

John A. Miller

WELFARE DIRECTOR

Hazel N. Hurt



RICHARD G. WILLIAMS
Chairman, Town Council



town of **Glastonbury** Connecticut

TOWN COUNCIL

November 1, 1969

Dear Fellow Citizens

I find it hard to realize that this tenth annual letter to you will be my last. Although I am firmly convinced the time is here when another should accept the responsibilities of Council Chairman, I know I shall miss my close association with the Town's government.

Ten years ago we were initiating a new form of government in Glastonbury. Many people were doubtful that the change was wise. At that time, we thought the Council's job was to solve only local problems. The intervening years have shown that is no longer enough. Others have similar problems and the same difficulty in solving them. When two or more towns have worked together to solve mutual problems, progress has been made. When they have not, little has been accomplished, and often the problem has been intensified. Admittedly, it is in the less spectacular areas of local government where cooperation has been carried out. But if it works, and it does, in these areas, why not in others? I am completely convinced that if we are to retain any semblance of local autonomy, we must cooperate to the greatest possible extent in the greatest possible number of ways with other towns. If we do not do this, I feel certain that it will not be many years before the State government takes over more and more duties of government until it finally assumes full responsibility and local, close-to-the-people governments cease to exist. If it is proper for me to give any advice to those who will follow, it is, work with other towns as much as you possibly can.

During the past ten years we have seen the firm establishment of the Council-Manager type of government and the clear demonstration of its value to Glastonbury. A vast majority of those who doubted a decade ago are now fully convinced that the decision was right.

In closing, I want to thank everyone for the election victories you gave me and the confidence you have shown by their continuance. Also, may I thank all the members of the first five Councils for giving me the honor and privilege of serving as chairman. In addition, I am very grateful for the cooperation and help given me by all Town officials and employees. May this same support, this same cooperation, this same working together continue for and with my successor and for all who follow in the years to come. This is the best way to assure good government and a better town.

Sincerely,

Richard G. Williams
Richard G. Williams
Chairman



town of **Glastonbury** Connecticut

06033

TOWN MANAGER

November 1, 1969

To the Town Council and Citizens of Glastonbury:

During the year 1968-69, inflation and high costs of development combined to slow residential and commercial growth in Glastonbury.

The opportunity existed, and still exists, for the Town to determine what it wishes to be and to refine and organize its body of law and its planning and zoning in order to guide and cope with the explosive growth that is bound to occur.

It is imperative that Glastonbury, if it is to survive as an autonomous community and a desirable place to live, do all in its power to avoid suburban sprawl, to encourage a diversity of residents and economic opportunities, and to accept change and, hopefully, hold it in terms of reasonable objectives and goals.

If this cannot or will not be done, change could well overwhelm the community.

Respectfully submitted,

Donald C. Peach

Donald C. Peach
Town Manager



DONALD C. PEACH
Town Manager



THE SIXTH COUNCIL - 1969-71

Left to right (seated) Butler L. Ripley, Vice Chairman, Antonina B. Parker, Robert E. Goodrich, Chairman, John J. Kelley, (standing) William S. Rogers, Donald F. Auchter, J. Blaine Lewis Jr., Edward A. Richardson, F. Peter Schevola.

THE FIFTH COUNCIL - 1967-69

	Richard G. Williams, Chairman	
Donald F. Auchter	Edwin B. Burdick, Vice Chairman	Robert E. Goodrich
James R. McIntosh	Antonina B. Parker	Edward A. Richardson
	Butler L. Ripley	Nelson R. Scull
Alfred J. Dussault*	William S. Rogers*	

*served in place of James R. McIntosh and Edwin B. Burdick October 1969

Except for referendum and initiative, the legislative power and final budgetary responsibility rest exclusively with the Town Council. All members are elected biennially during the odd numbered years and serve without remuneration except for the reimbursement of actual and reasonable expenses incurred in the execution of official duties. Members of Council elect their chairman and vice chairman. During the fiscal year 1968-69 the Council met in 28 regular and special sessions, conducted 17 public hearings and 7 budgetary meetings. Annual town meeting was held on June 5. Executive sessions were held on two occasions.

ITS RECORD

COMMUNITY DEVELOPMENT

Approved Police Mutual Aid Compact-Glastonbury and neighboring towns . . . appropriated \$34,000 for purchase of Shoddy Mill and Coon Hollow open space lands, and authorized request to apply for Federal aid in acquiring same . . . adopted resolution authorizing referendum for appropriating \$1,495,000 for constructing and equipping Naubuc School addition . . . approved a Declaration of Policy for Workable Program for community improvement . . . appropriated from Reserve Fund \$31,500 for preliminary plans for addition to senior high school.

FINANCE AND TAXATION

Approved 1969-70 Accord between Police Officers' Association, Inc. and Town . . . accepted salary plan as presented by Town Manager . . . Annual town meeting for consideration of budget and any other Town business proper for consideration held June 5 . . . approved Town budget in total amount \$7,655,803.

HEALTH AND SAFETY

Authorized Town Manager to apply for State funds for housing code enforcement work and to Connecticut Safety Commission for assistance in establishing and operating a traffic division in Police Department . . . appropriated \$1,000 to prepare feasibility study for Youth Services Bureau and approved job description for director thereof . . . approved \$2,200 for Eastbury Pool chlorination . . . approved \$12,500 from Welles-Turner Library Agency Fund for air-conditioning of library.

PLANNING AND ZONING

Appropriated \$3,000 for planning new Parks Department building . . . authorized Town Manager to apply for State aid for athletic facilities and Naubuc School projects . . . approved for referendum expenditure of \$305,000 for physical education facilities at high school and \$85,000 for Parks Department building . . . authorized Town Manager to execute contract with planning consultants for preparation of Community Development Action Plan . . . in conjunction with Redevelopment Agency held joint public hearing regarding Center Urban Renewal Project.

PUBLIC WORKS

Accepted 4,072 feet of streets and Town roads . . . adopted ordinance appropriating \$192,000 for Salmon and Hubbard Brook sewer projects . . . approved expenditure of \$12,000 for extension of Eastern Boulevard in Industrial Park . . . authorized Town Manager to execute and file applications and agreements with State for secondary treatment sewer plant design . . . approved revision in Town highway construction schedule priorities thereby realizing monetary savings in resultant construction work.

OTHER ACHIEVEMENTS

Appropriated \$2,500 to repair East Glastonbury Library . . . approved \$16,150 for reimbursable teachers' salaries . . . authorized expenditure of \$1,030 for Town share of Great Meadows Conservation Study . . . voted to oppose canvass of Town concerning housing through Citizens Advisory Committee questionnaire . . . authorized transfer from contingency of \$7,600 to Special Education under Board of Education . . . adopted amendment to Unified Sign Regulations limiting size of signs for commercial advertisement . . . authorized \$5,762 transferred from contingency for Founders Road construction.

GLASTENBURY

In "old Connecticut" the better part,

Glastenbury is nearest to the heart.

Hail Glastenbury, with her hundred hills

From Proceeding during GLASTENBURY
CENTENNIAL CELEBRATION May 18, 1853

**BUILDING BOARD OF APPEALS
CODES REVIEW COMMITTEE**

Constance Abbott '73
Calvin J. Carini '71
Ottis F. Hall '73
William L. Robotti '71
Paul L. Wethoy '71
ex officio:
Fire Marshal Howard Horton

**CAPITOL REGION
PLANNING AGENCY**

A. Estelle Flanagan '71
Davis G. Phinney '70

CITIZENS ADVISORY COMMITTEE

Arthur J. Berner
Robert F. Brodell
Catherine J. Carini
Fr. Edward Chadziewicz
Lawrence Connell, Jr.
Constantine Constantine
Barbara Ebstein
Benson Ford
Wilson Hawkes
Inez Hemlock
Richard Holden
Edward J. Karnis
Joseph M. Lawler
Elizabeth Leicach
Carroll Maddox
Carol Maurer
J. Bard McNulty
John O'Rourke
Nancy Owen
Peter Prelaner
Martin L. Roser
*Rev. S. B. Smith, Jr.
Richard Waldman

COMMITTEE FOR THE AGING '71

Elizabeth Billings
Rose DeBartlo
*Bernard W. Funk
Elaine S. Kraus
Jane C. Nystrom
Rev. Carl Schultz
Arthur G. Tyrol

**COMMUNITY BEAUTIFICATION
COMMITTEE**

Elizabeth Atherton '71
Marilyn Berner '73
Barbara Frauenglass '73
C. E. Lamson '71
Robert G. Shipman '73
*Dana B. Waring '73
Ruth Zell '71

CONSERVATION COMMISSION

Henry J. Baechler '73
*Elizabeth K. Brown '75
John M. Finney '76
J. Keith Gustafson '71
Richard J. Mihm '71

**ECONOMIC DEVELOPMENT
COMMISSION**

Henry J. Cullinane '73
Kevin Donovan '71
Robert DiBella '71
Vincent Juselis '73
Kenneth P. Smith '71
Phillip M. Stone '73
*Richard R. Whipple '73

**FENCE VIEWING
COMMITTEE '71**

William H. Jones
C. E. Lamson
Lewis O. Ouellette

HERITAGE COMMITTEE '71

*Richard E. Ballard
Marie K. Bierman
Maryann Cullina
W. Michael Downes
Warlan T. Hawkins
C. E. Lamson
Elizabeth R. Taylor
Marion D. Tucker
John A. Waterhouse

**HOUSING CODE APPEALS
COMMITTEE '71**

Nelson C. L. Brown
John Cullina
James F. Noonan
Richmond Perley

**INCORPORATORS OF THE
FREE ACADEMY**

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

**INSURANCE ADVISORY
COMMITTEE '71**

*Alvar H. Anderson
Russell D. Reddig
Ronald Larcheveque
Thomas D. Leahy
Harry R. Nickel
Robert E. Custer
Donald C. Peach

JURY COMMITTEE

Barbara A. Brown '75
Lucy E. Gibson '73
Shari C. Steinhardt '71

PARKING AUTHORITY

*Albert E. Aubin '71
Raymond C. Brezzo '73
Walter L. Erley '73
Anthony Maurer '73
Leo G. Sullivan '71

PERSONNEL APPEALS BOARD

O. L. Olsson '71
Nelson R. Scull '75
Rev. S. B. Smith, Jr. '73

**PLAN AND ZONING
COMMISSION**

Henry J. Carini '73
Walter R. Casella '73
*Hooks K. Johnston, Jr. '73
Donald R. Mahoney '71
Robert H. Morse '71
Davis G. Phinney '71
Alternates:
Charles F. Ames, Jr. '73
Norman Gordon '73
Mary L. Rowley '71

PUBLIC BUILDINGS COMMISSION

*Herbert W. Behrens '71
F. A. Clinton, Jr. '73
Flori G. Minetti '73
Edward H. Schoenhart '71
Raymond Wisniewski '71
Liaison members:
Arthur A. Brown — Board of Education
Thomas M. Murphy — Board of Finance

PUBLIC HOUSING AUTHORITY

Rev. Theodore Hoskins '73
Herbert F. Kesney, Jr. '74
Barrett R. Lucas '71
William J. Roche '70
*Graham E. Tyrol '72

RECREATION COMMISSION

Victor F. DeBartlo '73
Bernard L. Gaffney '71
Walter F. Hemlock '71
Rev. M. H. McDowell, Jr. '71
Nancy W. McGuinness '73
*Harry R. Nickel '73

REDEVELOPMENT AGENCY

Margaret B. Boone '71
Edwin B. Burdick '71
Priscilla L. Burkhardt '73
Edmund Downes '71
Edward F. McCabe '70
*James R. McIntosh '72
Dr. Edward Stewart '71

SEWER COMMISSION

J. Phillip Berggren '71
A. Paul Feeney '73
Robert Googins '71
*John H. Keithline, Jr. '73
Edward A. Kowaz '71
Charles A. Mahan '71
E. Allen Van Deusen '73

**SIDEWALK EVALUATION AND
PROGRAM COMMISSION**

Henry Backmann '71
Arthur J. Berner '71
Lloyd Frauenglass '73
John C. Glezen '73
Michael G. Maguire '73
Hamon I. Massy '73
George J. Sanford, Jr. '73

WATER RESOURCES COMMISSION '71

Ruth B. Bergengren
Emerson L. Harrison
Richard C. Huttlinger
*Mary E. Roelke
Richard J. Salamon

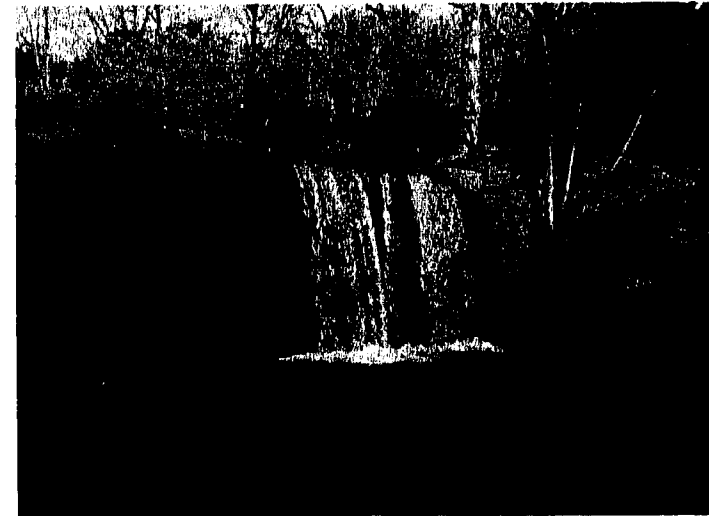
WELFARE ADVISORY COMMITTEE

Katherine Conaty '73
Olga DeSpautz '73
James G. Gray, Jr. '75
Dorothy S. Peltzer '75
Alexandrina Sergio '71
Richard C. Robinson '71

WELLES-TURNER LIBRARY BOARD

John Dando '73
David L. Motycka '75
John Plover '73
*Margaret N. Stone '71
*Leo Steinhardt '71
Dorothy H. Waring '75

*Chairman

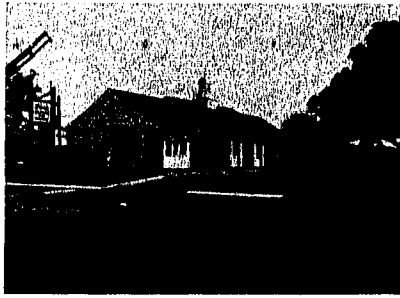


Falling Waters of Raring Brook

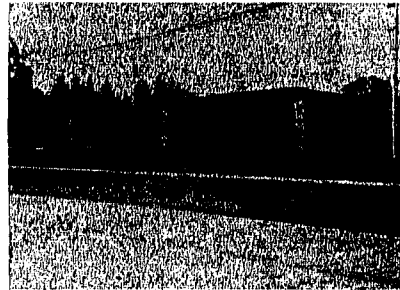
CITIZENS ADVISORY COMMITTEE Consisting of nineteen civic minded citizens of the community and representing a cross section thereof, the committee serves as an advisory agency to the Town Council in matters pertaining to the development of the Community Development Action Plan (CDAP) (a 2 year planning phase followed by a 5 year execution phase) for the Town. Action for preparing the plan started in November. To facilitate decentralization of the 12 functional areas being studied, the committee organized into 3 sub-committees and met 25 times in sub-committee or committee-of-the-whole conferences. The 6 month review of the program, conducted by State officials from the Department of Community Affairs was held May 21, 1969. The planning, due to be completed in November of 1970 is progressing on schedule.

COMMITTEE FOR THE AGING The committee wishes to express appreciation to the participating churches for their generous support in sponsoring bus transportation for the "Trippers". The agenda included Rose Festival at Elizabeth Park, Gillette Castle and Atomic Energy Generating Plant in East Haddam area, Wadsworth Atheneum in Hartford, and the Christmas lights on Constitution Plaza. The committee expresses its concern for the delay in starting the Hubbard Street Senior Citizens Home Project -- it is hopeful that final plans will be approved and construction started in fall of 1969.

COMMUNITY BEAUTIFICATION COMMITTEE Sponsored roadside trash pickup... reviewed and commented on elderly housing program landscape plans... opposed increase in size of business signs... reviewed redevelopment plans and proposed site of Town Green... reviewed plans for high school arboretum... encouraged private land owners to purchase trees from Parks Department--50 were sold at \$10 each with money returned to General Fund... encouraged underground electrical service for redevelopment area and planned travel zone... plans prepared for suitable landscaping at New London--Hubbard Street intersection... suggested dark green painting of sewage pumping station and preservation of large trees in area selected for the addition to the existing sewage treatment plant.



Friendly Ice Cream Shop
Opened Summer 1969



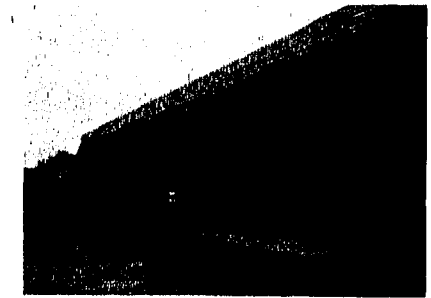
Gene Langan Volkswagen
New London Turnpike—Opened Feb. 1969

CONSERVATION COMMISSION Town acquired 77 acres of open space land at Shoddy Mill thereby assuring continued plant and animal life in the area and a clean and abundant supply of water at Eastbury Pool and an important addition to the Green Belt along Roaring Brook. Acquisition of flood-plain area along Smith Brook insures maintenance of natural soil conditions in area. Commission continues in its efforts to bring to school children an appreciation of man's increasingly precarious relationship to his natural environment.

ECONOMIC DEVELOPMENT COMMISSION Added emphasis to Town's advertisement regarding industrial development. Personal letters and brochures were mailed to 1,600 industries in the State. Cooperated with Town Plan & Zoning Commission, Redevelopment Agency and Sewer Commission on problems of mutual concern. In addition to members appearing before the Town Council and various commissions in connection with industrial development, the commission performed research/review of commercial proposals and zone changes and conducted promotional work with professional developers and representatives of prospective industries. Increase noted in new plant construction and interest on part of professional developers and new industries/businesses in locating in Glastonbury. During period new starts or completed plants included: Bristol Engineering, Bell Vending, Conard Corporation, Patrons Mutual Insurance, REB Machine and Roberts United, Inc.

GLASTONBURY HOUSING AUTHORITY (GHA) Installation of aluminum windows and doors, new roofs and painting on a planned schedule, to extent of available funds, continued in Welles Village. All rents were increased \$5 per month on January first. Rising prices and required revision of plans have further delayed start of elderly housing construction. General Assembly authorized \$19M for elderly housing in State and GHA, in February, applied for 50 additional units. Relying on past experience the acquisition of land for any type of public housing will remain a serious drawback to the success of such construction. Commissioners have informed Town Council and others of need for more housing units for moderate and low income families.

Glastonbury Professional Plaza—Modified
Colonial Style—Completed Summer 1969



Welles-Turner Memorial Library
Formally opened Oct. 5, 1952

LIBRARY BOARD, WELLES-TURNER MEMORIAL. Circulation reached a total of 190,728, a gain of 4,241 for the year. With 4,862 new volumes added, including large print books, the total number of volumes is now 64,056. Borrowers, including 1,254 new ones registered during the year, total 13,000. Story hours for pre-schoolers were well attended and use of the reference room facilities continues to increase. There are 127 reels available for use with the microfilm reader. The Library Board voted to participate in the Capitol Region Library Council and East Hartford Demonstration Program for Inter-Library referral. The entire building is now air-conditioned and the landscaping of entrances by the Glastonbury Garden Clubs was undertaken. During National Library Week, John Dando, Professor of English at Trinity College and a member of the Library Board, presented a talk on the modern novel.

PUBLIC BUILDINGS COMMISSION

High School athletic facilities projects, requiring \$248,000, approved in October referendum. Second referendum approved an additional \$65,000 for the facility and \$85,000 for a Parks Department building. Construction of both facilities neared completion at end of period.

Bid for Naubuc School addition amounted to \$1,298,000 with another \$101,000 to renovate existing structure. Building will be occupied in fall of 1969. Architects retained in February to prepare preliminary plans for addition to existing high school planned for occupancy in fall of 1972. Architects are also preparing plans for a building which will replace Fire House No. 1.

WATER RESOURCES COMMISSION

Water Supply: Ordinance approved prohibiting fill-in below elevation 30 feet. MDC completed 3.5 miles of water mains and pumping station at Orchard and Hebron making water available to elevation 330 feet. Commission cooperating with Manchester in planning increased capacity of Buckingham Reservoir.

Water Pollution: Three of 23 wells tested in Diamond Lake Area indicated contamination—water unfit for human consumption. No serious health problem, from well water or sewage, exists in area. Designs studied for treatment plant to solve problem of domestic sewage entering Roaring Brook below Eastbury Pond.



Installing Sewers on Eastern Boulevard



Sanitation Department's New High Velocity Sewer Cleaner

REGISTRAR OF VOTERS

The Board of Admissions (Town Clerk and Registrars) registered 1,226 new voters as follows:

New Voters	Party Affiliation	Total Voters
367	Republican	4,037
202	Democrat	3,127
657	Unaffiliated	2,654
<u>1,226</u>	TOTALS	<u>9,818</u>

Three referenda were held on dates and issues as indicated:

October 23, 1968. Shall the Town of Glastonbury appropriate \$1,495,000 and issue bonds for the construction, furnishing and equipping of an addition and renovation to the Naubuc Elementary School? Yes, 1,160 No, 436.

January 21, 1969.

a. Shall the Town of Glastonbury increase the amount of bonds or notes from \$240,000 to \$305,000 to defray additional appropriation of \$65,000 for constructing physical education facilities at the Glastonbury Senior High School? Yes, 554 No, 420.

b. Shall the Town of Glastonbury issue \$85,000 of bonds or notes to defray appropriation for constructing Parks Department Building at the Glastonbury Senior High School site? Yes, 527 No, 419.

June 10, 1969. Shall the Town of Glastonbury approve an appropriation of \$520,942 for contributing to the Glastonbury Center Urban Renewal Project and the issue of bonds to defray such appropriation and authorize the Glastonbury Redevelopment Agency, subject to Town Council approval, to sell or lease land within the Urban Renewal Area? Yes, 2,494 No, 3,141. Fifty-four percent of the voters participated.

SEWER COMMISSION

Contract signed for design of sanitary sewers in Pratt Street-Naubuc Avenue area, and Oakwood Drive and Salmon Brook Interceptor to Bell Street area. Completion of design estimated September '69. Design of secondary treatment sewage plant 30% completed. Approved design of interceptor sewer in Addison Road area. Commission met 24 times in conduct of business meetings.

PLANNING AND ZONING

Work on the Plan of Development culminated in a public hearing held on June 18, 1969. Nearly 350 people attended the meeting and many commented on the Plan. After considering those comments, the Commission will very likely adopt an amended POD. The Commission was presented with many proposals for apartment buildings under the new Planned Unit Development regulation, one of which was approved, that of the Housing for the Elderly. Four municipal improvements, 13 subdivisions, four excavations, seven special exceptions, two amendments to the Plan of Development, and two zone changes were considered during last year. Other items considered by the Commission were three amendments to the Zoning Regulations and four amendments to the Subdivision Regulations.

In order to consider these items the Commission held 23 meetings, 12 regular and 11 special. The special meetings were held to consider the 701 Plan of Development and other agenda items. There were 157 lots in the 13 subdivisions approved. In the coming year the Commission expects to adopt a Plan of Development and make a lengthy study of the Zoning and Subdivision Regulations.

TOWN CLERK

Cash receipts in the Office of the Town Clerk have shown a marked increase during the past year, due, in large part, to the conveyance tax which is collected on transfer of real estate.

	1966-67	1967-68	1968-69
Cash Receipts	\$12,489.00	\$15,599.00	\$30,531.74

Other Statistical Data

Vital Statistics	1966-67	1967-68	1968-69	Licenses	1966-67	1967-68	1968-69
Births	315	302	298	Dog	1,122	1,788	1,844
Deaths ..	186	190	156	Fish & Game ..	1,756	2,136	2,105
Marriages	117	136	224	Recording Veterans Discharges	195	222	201

During regular office hours 547 new voters (included in totals of Registrar of Voters Page 12) were processed during the period.

Effective January 1, 1968 two new responsibilities were assumed by the Town Clerk: (1) Registration of Voters during normal office hours (2) Collection of conveyance tax (tax on real estate transfers).

**ASSESSING DEPARTMENT
GRAND LIST AND EXEMPTIONS**

Date	GRAND LIST	GROSS CHANGE	EXEMPTIONS	NET TAXABLE
October 1, 1964	\$ 75,802,995	—	\$ 2,245,082	\$ 73,557,913
*October 1, 1965	113,973,890	38,170,895	14,632,810	99,341,080
October 1, 1966	119,547,045	5,573,155	15,305,320	104,241,725
**January 1, 1967	119,715,960	168,915	15,685,870	104,030,090
January 1, 1968	126,379,455	6,663,495	17,427,110	108,952,345
January 1, 1969	133,793,155	7,413,700	18,549,710	115,243,445

* Revaluation ** Change in fiscal year

WELFARE DEPARTMENT

Connecticut legislators severely criticized welfare programs this year and cut requested budgets by \$94 million, requiring State Welfare to eliminate or cut back on plans for the needy and the towns are having to add some cases. Aid to Dependent Children with an unemployed parent and Unemployment Compensation families are now locally assisted. Both of these groups are usually multi-problem families and public or private agencies are sought to assist with their particular skills. Landlords are increasing rents due to increased taxes and the supply and demand. All other goods and services have increased sharply.

Cases pending and being carried by town assistance for State-Federal Categorical Assistance longer than 31 days are due, for the most part, to the client's failure to produce needed facts for eligibility. The State refunds the town 100% for cases processed 31 days from the date of application. The State refunds the town 75% for General Assistance cases after any other refunds. Liens are placed on those clients owning property. Counting cases is never exact due to our mobile society, changes in eligibility, and many short term cases, but at the close of the year 1,258 cases received either direct aid or Social Services with 23 cases pending.

The department is staffed by three full-time and two part-time employees. The welfare director gives over-all supervision of departmental operations and works directly with persons receiving assistance from the town. A full-time secretary is in charge of all case recording and bookkeeping for both town and State auditors. A homemaker at the Still Hill Boarding Home plans and prepares meals for 10 to 12 men seven days a week and tries to promote a homelike atmosphere. A part-time office employee makes appointments, acts as receptionist, records case activities, and assists with driving clients to the doctor, dentist, clinic or rehabilitation center. Another part-time worker assists on an as-needed basis in transporting patients. Each member of the department is dedicated to helping the needy find their place in the community.

HEALTH DIRECTOR

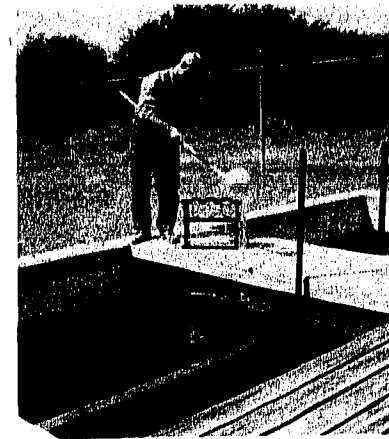
Well-child clinics, in conjunction with Visiting Nurse Association, were conducted monthly. Immunizations and physical examinations, as indicated below, were given to 148 attending — twenty-three defects were discovered.

IMMUNIZATIONS AND OTHER TESTS			
Oral Polio (Trivalent)	42	DPT	51
Smallpox	10	Flu	9
Measles	24	Tuberculin Tine Tests	20
		Physical Exams	76

Town employees were given flu inoculations and tetanus boosters . . . 10 dental clinics served 82 . . . 2 audiometric sessions held with 77 attending . . . vision screening clinics attracted 149 with four defects found and measles clinic was attended by 60 . . . 696 students and/or athletes examined at 60 sessions . . . bus drivers and school cafeteria food handlers given annual physical exams . . . more than 300 chest X-rays and 186 flu inoculations given school employees . . . 782 Students given tuberculin tine tests and 6 Vo-Ag students administered tetanus inoculations . . . 161 travel certificates validated . . . of the communicable diseases, strep throat represented the greatest number reported.



Welcoming the Housing Code Enforcement Inspector



Sampling Sewage at Treatment Plant

SANITARIAN

Housing Code Enforcement. Emphasis during period made in Center and South Glastonbury. State funding for program assistance scheduled for FY '70.

Refuse Disposal. Land Fill continues to enjoy reputation of being model operation in State. Quantity received at site exceeding expectations. Town-wide collection service indicated.

Food Sanitation. Inspections being conducted on a more frequent schedule and increased owner compliance with deficiencies noted. Four new food service operations approved.

Environment Inspections		Routine Inspections	
Garbage and Rubbish	217	Food Service	295
Sewerage	640	Housing Code Enforcement	774
Complaints Received	251	Sewage Disposal Systems	243
All others	121	All others	355

SANITARY SEWER SYSTEM

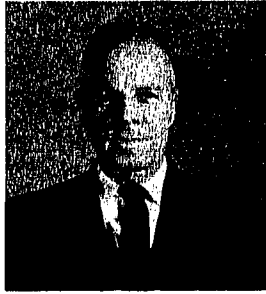
Plant Operations: Flow into treatment plant increased 61% during period.

FY	Sewage Flow—Gallons	Hours of Operation	Septic Tank Loads Rec'd
1967-68	124,355,000	8,760	796
1968-69	201,443,000	8,621	823

Sewer Construction. Salmon Brook and Hubbard Brook (2) projects completed and, operative . . . capped sewers in Addison Road area being completed . . . 8 inch line--Farmstead Lane to Tall Timbers Road completed . . . contractors installing sewers in sections of Tall Timbers . . . department completed 9 house lateral connections (286) and connections at Town library and dog pound. **Department Maintenance.** Utilizing high velocity flushing equipment 88,316 feet of sewer lines were cleaned and 218 cubic feet of inorganic matter removed. 330 man hours were required.



Patrolman William Shortall and "Fant" of K-9 Corps



Terrence J. McKaig
Chief of Police
Oct. '53—Oct. '68



George K. Hansen
Chief of Police
Nov. '68—July '69

POLICE DEPARTMENT

Several major changes in the department took place during the period. On October 31, after 16 years as Police Chief, Terrance J. McKaig retired. George K. Hansen was appointed the new Chief on November 5, 1968 and announced his resignation, effective July 5, 1969, on June 13, 1969.

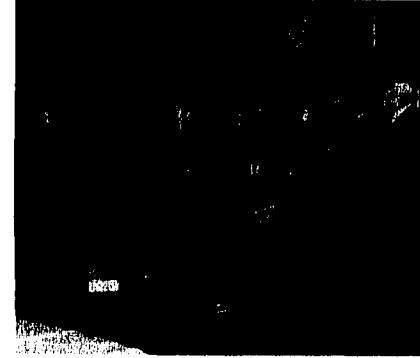
During this period a 5-year Highway Safety Program, established in accordance with the standards and procedures promulgated by the Federal Highway Safety Act of 1966, was implemented and Federal funding to carry out the program was approved. Other departmental actions included:

- (1) Adoption of a 40 hour in-service training program for police personnel.
- (2) Completion of a directive for implementation of a revised records system scheduled to start July 1, 1969.
- (3) Increased police officer participation in presenting instruction to junior and high school students regarding problems concerning illicit use of drugs and their inherent danger.
- (4) Adoption of a detailed departmental accounting procedure which, in addition to accounting for all monies spent, will serve as a basis for preparation of subsequent budgets.
- (5) Completion of planning for incentive pay plan for off-duty educational credits earned.
- (6) Initiation of planning for department physical space requirements through 1989.
- (7) Preliminary plans completed for procurement of uniforms and the development of a Town-wide burglary prevention program.
- (8) Police officer (81%) attendance at Chief Prosecuting Attorney's Law Enforcement Training Course (24 hours of instruction).

DOG WARDEN

All complaints pertaining to dogs are made to the Police Department and fees for warden services are paid there. Dogs are required to be kept under control at all times. Persons bitten by dogs are required to report such incidents to the warden to insure quarantine of such animal. After 7 days of impoundment and proper notification in a local newspaper, dogs may be sold by the warden. During this period warden activities included:

Complaints investigated	671	Dogs destroyed	64
Dogs impounded	174	Dogs quarantined	74
Dogs received	108	Dogs killed on highways	47
Dogs sold for pets	2		



Fire Department's
New Rescue Truck



Fire Department's Civil Defense
Rescue Boat on Connecticut River

FIRE DEPARTMENT

The Town volunteer fire department consists of four companies: No. 1 in the Center, No. 2 in South Glastonbury, No. 3 in East Glastonbury and No. 4 in Buckingham. A Fire Chief and an Assistant Fire Chief are the administrators of the department. Each company has its own officers including a captain, lieutenants and an engineer. A Fire Marshal, Deputy Fire Marshal, Master Mechanic and 140 firemen comprise the department. The Board of Fire Commissioners is the policy-making body for the department.

SUMMARY OF FIRE ALARMS

Classification	Number	Classification	Number
Brush and grass fires	95	Home heating units	5
Motor vehicle fires and accidents	50	Drownings	4
Home and building fires	28	Chimney fires	3
False alarms	16	A. D. T. and factory alarms	2
Home appliances	7	Other alarms	8
		TOTAL	218

The department responded to 181 activated alarms and 30 still alarms, a decrease of 25% from preceding year. False alarms continue to be a nuisance and can, at times, reduce the effectiveness of fire fighting service. Due to new anti-burning statutes brush and grass fires have decreased 30%. Major losses were dairy and tobacco barns with homes providing the minor ones. Records indicate a decrease in number of alarms answered and estimated losses with totals less than those recorded in 1967-68 --- comparatively less than losses in towns of comparable size.

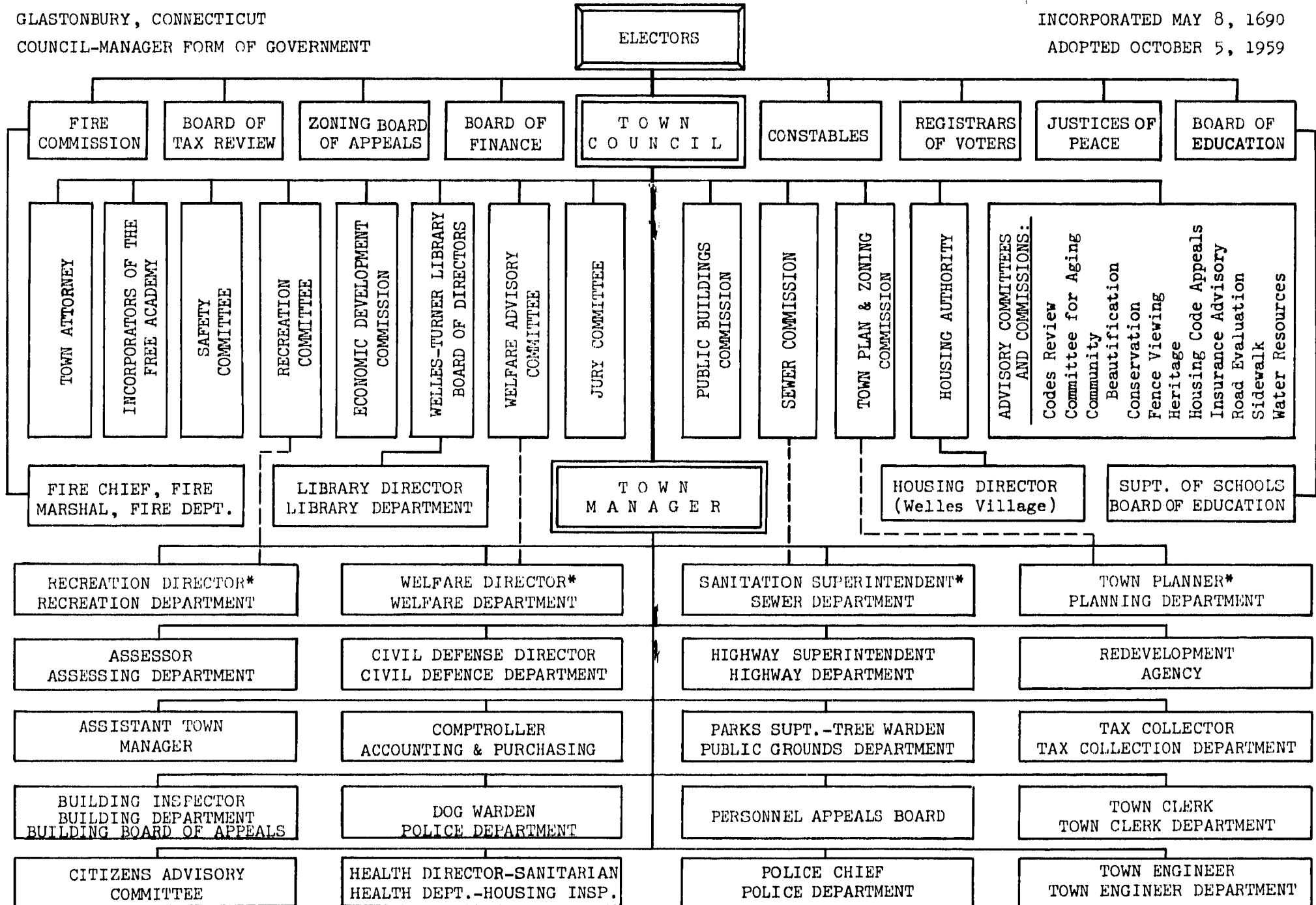
Department equipment includes: five 750 GPM fire pumpers, one 2,000 gallon tanker, one 4-wheel drive brush fire truck and one new rescue truck--- with tools which was partly financed using Civil Defense funds. Department budget for the period was \$57,510.00.

CIVIL DEFENSE

Civil Defense equipment has been called upon in the past year for several river rescues and fatalities. The agency has purchased a 16' fiberglass boat through the surplus equipment depot to be utilized in river rescue. A shelter survey by the U. S. Navy Ship and Docks has been conducted through the efforts of the local director to acquire more shelter protection for local citizens.

GLASTONBURY, CONNECTICUT
COUNCIL-MANAGER FORM OF GOVERNMENT

INCORPORATED MAY 8, 1690
ADOPTED OCTOBER 5, 1959



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



Street Construction in
Tall Timbers Sub-division



Looking East — Indian Hill
Trail — Tallwood Sub-division

TOWN ENGINEER

The Engineering Department's accomplishments during the past year included the survey, design and inspection of the long delayed improvement of Wassuc Road, the constant review and assistance in the planning and design of the Neipsic Road project —the largest reconstruction highway project yet attempted by the Town of Glastonbury— and constant liaison planning and design work with the State Highway Department in connection with two other large projects—Hopewell Road (IV) and Birch Mountain.

In other fields, concrete sidewalk mileage increased by about two additional miles. Five new streets were added to the 287 of record. Many commercial, business and industrial site plans were studied and construction and drainage inspected.

A number of storm drainage conditions were surveyed, appurtenances designed and problems alleviated throughout the Town.

This department field—studied and inspected the subsequent construction of roads and other features of 16 subdivisions.

It also represented the Town Manager's office in liaison work with the Public Buildings Commission in connection with construction of schools, recreation and other facilities. It has also entered into supervising the restoration of properties where commercial excavations (gravel mining) have been undertaken.

This section assists all Town departments as requested and required and acts as a party to the deliberations of Community Development Action Plan, PUD, Connecticut Highway Safety Committee and other such agencies.

This office has increased its services to the legal, engineering, municipal and general public with Phase I Aerial Mapping of 5,555 acres completed and on file—while awaiting more improvement in this field with Phase II another section being flown and due in 1970. The department now has the capability to reproduce contoured and planimetric maps from selected master map materials.



Looking North — Wassuc Road
Construction by Town Highway Department



Highway Department Extending
Eastern Boulevard in Industrial Park

HIGHWAY

In establishing and maintaining facilities and services required by our modern urban living conditions, the Highway Department has become one of the most essential functional agencies in our community. Public demand for the Department's services is increasing, as is the need for maintenance for other departments within the Town itself. The necessity for effective street maintenance must be recognized and supported as a highly essential function. Prerequisites include adequate equipment, materials and supplies, as well as personnel with the skill, knowledge, and efficiency to meet these heavy demands. Departmental activities included:

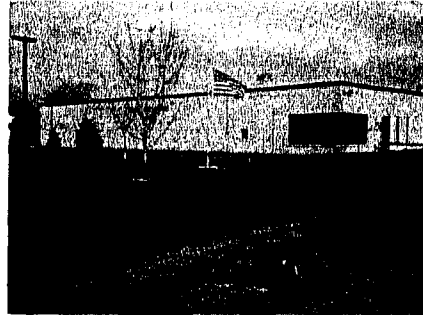
NEW CURBING: During 1968-69 a total of 19,578 feet of new curbing (3.7 miles) was installed—1,700 feet on Brookfield Drive, 1,994 on Lakewood Circle, 6,489 feet on Wassuc Road and 3,450 feet on Randolph Road, with lesser footage at 12 other locations. **ROAD OILING:** 149,717 gallons of oil used for re-surfacing.

DRAINAGE INSTALLED: 2,800 feet of pipe on Wassuc Road...430 feet on Northview Drive... 280 feet on Country Club Lane...230 feet on Wrights Lane for Naubuc School.

RECONSTRUCTION: 3,400 feet completed on Wassuc Road from New London Turnpike to state highway construction, including new storm drainage, pavement and curbing.

SNOW AND ICE REMOVAL: The severe winter of 1968-69 required road crews to be out on 17 occasions. Following freezing rain, roads were sanded 6 times, 5 of these being on weekend and overtime schedules. Roads were plowed and sanded 9 times after storms which dumped accumulations of from 3 inches of snow (in 4 storms) to 24 inches in the severest storm on the weekend of February 9-10. During these battles to keep roads in condition, 470 tons of salt and 8,000 yards of sand were used. Drifting snow was controlled by installing 4,500 feet of snow fence.

PERSONNEL/OTHER FUNCTIONS: Full time employees numbered 21 including 13 maintainers (truck drivers, equipment operators, other) 4 mechanics, 3 crew leaders, an equipment maintenance supervisor and a highway superintendent comprise the department which is also responsible for operating the Town Sanitary Land Fill.



Parks Department Office

OLD

NEW

PARKS DEPARTMENT/TREE WARDEN

Department is responsible for complete ground maintenance and snow removal on all public grounds and for 2 swimming pools. Projects included construction of chlorination system and additional dock area at Eastbury pool... expanding picnic and recreation facilities at Butler Field... completion of 7th Little League baseball field at high school... new tree planting program in conjunction with the Community Beautification Commission... removal of 70 dead trees... trimming of 150 trees located on public streets... spraying of 720 elm trees... initiation of plans for new department building... installation of flag pole (by VFW) in Williams Park.

Work load increased by addition of approximately 30 acres to high school athletic complex. Department, consisting of 7 full time employees, including superintendent, has noted a 10% increase in the decline of the Dutch Elm tree—a tree replacement program has been implemented. New equipment added: one tractor and a gang (5) lawn mower. Future planning includes: (1) installing recreation facilities at Shoddy Mill Open Space and (2) expanding facilities (lighting) at J. B. Williams Park.

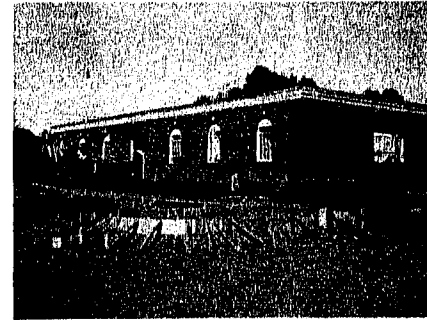
STREET LIGHTING

For each street light the Town is charged an energy charge fee. Town is responsible for 804 lights as follows:

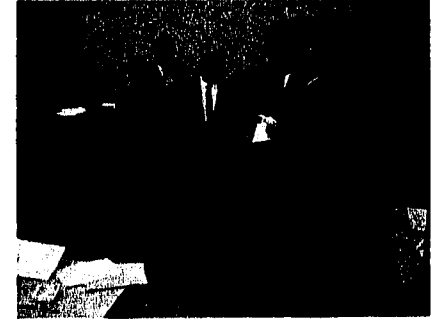
Number	*Lumens	Number	Wattage
70 (Mercury)	3,350	220 (Incandescent)	1,000
29 (Mercury)	7,000	326 (Incandescent)	2,500
10 (Mercury)	11,000	62 (Incandescent)	4,000
71 (Mercury)	21,000	14 (Incandescent)	6,000
2 (Mercury)	54,000	* approx. 55 per watt	

Average cost per month is \$2,501.05

By means of a petition by a majority of residents in a particular neighborhood, residents may request Town to install new or additional lights. Due to budgetary limitations there is a considerable backlog of requests for lights. First priority is to provide adequate lighting in business districts and then to install new lights at vertical and horizontal street curves, at cul-de-sacs and at street intersections.



Construction of New Post Office Underway



Town Clerk, John Miller Swearing in Special Constables: Richard B. Coppa, Bernard A. Dion, as Chief Hansen looks on.

BUILDING INSPECTOR

A slight decrease in residential building has taken place over the previous year with the decrease occurring during the last six months. The quality of construction is good with most dwellings constructed exceeding the minimum floor area requirements. Revenues collected: \$32,531.40; Department expenses: \$25,110.00. Total estimated cost of construction was \$6,855,487.42.

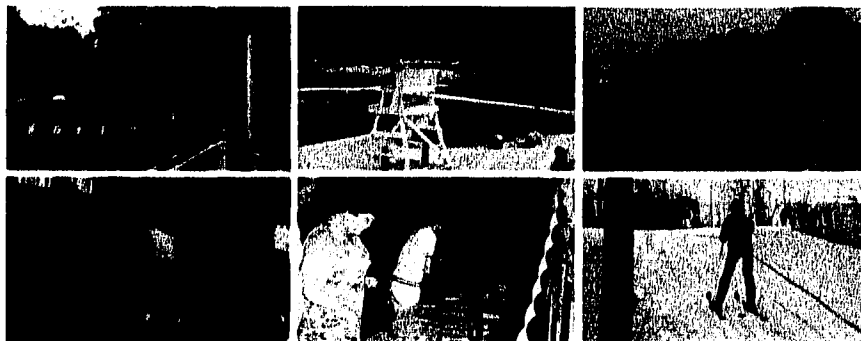
New Construction		Permits Issued	
Single Family	157	Building	511
Commercial	8	Plumbing	290
Industrial	4	Electrical	310
Post Office	1	Heating	239
Naubuc School Addition	1	Oil Burner	51
High School Athletic Building	1	Well	101
Parks Dept. Building	1	Certificates of Occupancy	197
Additions/Alterations	338		

Inspections made totaled 2,748 including 73 complaints and included all phases of building construction and land use. Building Inspector enforces Building-Zone Regulations, is Chairman, Housing Code Appeals Committee and receives applications and maintains records for Zoning Board of Appeals.

ZONING BOARD OF APPEALS

The Zoning Board of Appeals held 11 public hearings, considered 73 requests for relief from the Building-Zone Regulations while 4 additional applications were withdrawn from consideration. Applications for variances and special exceptions resulted in the following decisions:

	Number	Approved	Denied
Yard, setback, height and lot area	33	27	6
Nonconforming uses	12	7	5
Lots not on town roads	8	6	2
Parking requirements	4	1	3
Signs	4	0	4
Service Stations	2	1	1
Motor Vehicle Sales	3	2	1
Motor Vehicle repairs license	6	6	0
Mobile Homes	1	1	0
Totals	73	51	22



RECREATION DEPARTMENT

The department provides a year-round community program which makes available a wholesome recreational and leisure-time environment. More than fifty persons, on a part time basis, were employed in the conduct of the 1968-69 programs and other activities. As in the past, once again volunteers assisted, to a large degree, in programs that without their help could not have been offered. Some of the regular and added programs include:

EXISTING PROGRAMS

Swimming - 2 pools
 Youth basketball
 Youth softball
 Men's & Women's Softball
 Skiing instruction
 Painting
 Arts and Crafts
 Ballroom Dancing
 Duplicate Bridge
 Children's Theatre Group

PROGRAMS ADDED DURING PERIOD

Chess Club
 Yoga Classes
 Men's basketball league
 After-school sports program
 Boys' Model Club
 Gymnastics classes
 Self-defense classes
 Water carnival
 Winter tennis instruction
 Playground Round-up

New Equipment and Facilities Added During Period

1. Floating dock and pier at Eastbury Pool
2. Ski tow and ticket house at J. B. Williams Park
3. Nylon and dacron ski tow rope.
4. Diving stand at Grange Pool.
5. Picnic and sports facilities at Butler Field.

Future Planning includes:

1. Employment of a full-time recreation program supervisor
2. Establishment of recreation center in a section of Academy School to be used on a full-time basis for a variety of non-athletic activities. Opening scheduled for October 1969.
3. System of bicycle trails and pathways on little-traveled streets to provide a safe, scenic and functional recreation activity for all age groups.
4. Conduct of a semi-annual community bike ride program.

The department expresses its appreciation to the Board of Education and the Parks Department for the cooperation extended in making available playing fields and other facilities for community recreational purposes.

Departmental receipts for all activities (some programs offered on a fee basis) totaled: \$11,500.

GLASTONBURY PUBLIC SCHOOLS GLASTONBURY, CONNECTICUT 06033

BOARD OF EDUCATION OFFICE
 WILLIAMS STREET
 633 #231

ANNUAL REPORT OF THE CHAIRMAN OF THE BOARD OF EDUCATION

To the Citizens of Glastonbury:

The 1968-69 school year has passed, another fine class of Glastonbury students has been graduated and many decisions have been made by your Board of Education. Some were routine; others have required serious study, consultation with educational experts, advice from our town officials, administrators and teachers plus conscientious debate by the members of the Board. Some decisions may still not be right in the light of later knowledge, yet THEY have been made on the basis of facts available and until proved to the contrary must stand as the basis for the record of the Board.

Among decisions reached was one to continue Project Concern for another year. Substantial progress was evident in the reports submitted to the Board, and renewal of the program was certainly justified. It was significant that no major objections were raised to continuing the program. The Board appreciated comments of interested citizens, and a letter of thanks from the Hartford Board of Education.

The two major areas of concern were the school building program and teacher negotiations.

(1) Both the Naubuc School addition and the High School athletic facilities projects have been followed vigorously during this past year. In spite of the best efforts of the Public Buildings Commission and the Board, unforeseen delays occurred. While keeping a close watch on these projects, the Board devoted considerable time to working with the Public Buildings Commission on plans for the expansion of the High School to a capacity of 1800 students by September, 1972. The Board of Finance and Town Council approved over \$100,000 to cover the preliminary plans required before the project can be submitted for referendum approval. It is hoped that more interest than has heretofore been shown can be generated among the citizens in presentations to be made between now and early 1970 when the citizens will be asked to approve the expenditure of many millions of dollars.

(2) An acceptable 1969-70 budget, based to a large extent on salary negotiations with the teaching staff, occupied the Board's time from October, 1968 through April, 1969. Agreement was finally attained on a contract providing a salary schedule averaging slightly over 10% higher than the 1968-69 schedule, plus certain fringe benefits to keep in line with other Town agencies. Comparison with teacher salary schedules of 29 other towns in the area places Glastonbury in a median range.

The Board of Education has expended its best efforts to provide a better than average educational program to the students at a minimum cost to the taxpayers. We are sure that future Boards will try with no less effort to continue this tradition.

Respectfully submitted,

William L. McGaw, Jr., Chairman
 Glastonbury Board of Education

September 1, 1969



BOARD
OF
EDUCATION
1969-1971

Seated, Mrs. Eleanor Geiser; Richmond Perley, Chairman; Mrs. Sultana Kowsz. Standing, Allen Hodges; Mrs. Jeanne Pearson, Secretary; George D. Royster, Jr. Missing from Photo: Dr. Arthur A. Brown, Vice-Chairman; Robert Merritt.

The Board met 30 times in regular and special sessions from July, 1968 through June, 1969. Interested citizens attending regular meetings of the Board averaged four.

SIGNIFICANT ACTIONS OF THE BOARD

INSTRUCTION Approved: Educational program on narcotics to be implemented into courses this year . . . inclusion of grade 9 students in VoAg Program . . . program of studies for grades 7 through 12 . . . course in "World Civilization" at secondary school level . . . new sequential science program, developed by American Association for Advancement of Science, for grades 1 and 2 . . . adoption of new textbooks in specified courses.

MISCELLANEOUS Granted: Teacher tenure to 45 . . . leave of absence to 4 . . . sabbatical to 3. Salary increase to Superintendent Watson and Assistant Superintendent Schoebel . . . salary increment to each of 3 teachers, 1 director and 1 principal for outstanding performance. Additional funds for 15 new instructional positions, including 3 freshman athletic coaches. Appointed Director of Science, 4 principals, 1 assistant principal. Renewed Superintendent Watson's contract for 3 years.

MISCELLANEOUS Authorized: Paperback book stores at Gideon Welles, Academy, and Eastbury . . . GHS Student Council to publish and sell a student phone book . . . acceptance of scholarship from American Institute of Foreign Study for a GHS student in summer '69 program . . . Dr. Watson's participation in Columbia University summer seminar . . . sponsoring of 2 at-home football games at GHS in fall '69 . . . continued participation in Project Concern, Project Outdoors and Children's Museum . . . continued membership in METRO . . . withdrawal from Greater Hartford Economic Council.

BUILDINGS AND SITES Approved: Final plans for GHS athletic facilities . . . final plans Naubuc School addition and renovation . . . construction by VoAg Department of Arboretum at GHS . . . adoption of educational specifications for GHS expansion.

OTHER: Held 9 official negotiating sessions with representatives of GEA . . . signed 1969-70 Revisions to Agreement between Board of Education and GEA . . . voted to recognize Glastonbury Educational Secretarial Association and sign Recognition Agreement . . . approved longevity program for non-instructional staff . . . approved additional non-instructional positions of 1 nurse, 1 bus maintainer, 2 custodians and 2 instructional aides.

GLASTONBURY PUBLIC SCHOOLS
GLASTONBURY, CONNECTICUT 06033

BOARD OF EDUCATION OFFICE
WILLIAMS STREET
633 5231

ANNUAL REPORT OF THE SUPERINTENDENT OF SCHOOLS

To the Glastonbury Board of Education:

Glastonbury schools are fortunate to derive from community organizations and town officials a high degree of interest, commitment and cooperation. The assistance of the Town Manager and directors of his departments has given guidance in planning for future improvements. The Public Buildings Commission has transformed educational requirements into building realities with the construction of the Naubuc School addition and the development of improved physical education and athletic facilities at the High School. The Council of Parent-Teacher Organizations has given leadership in providing cultural arts programs, and the Recreation Commission has provided the youth with opportunities beyond the limits of the school day. The staffs of the public libraries have continued to render extensive service and make available valuable resources to teachers and students.

The 1968-69 school year was a very significant one for secondary schools, with plans for the addition to the High School advanced through the preliminary sketch stage. The approved sketch was based on the educational specifications developed by the staff (every teacher had an opportunity to make suggestions and many of their ideas are incorporated) and approved by the Board of Education. The addition, when approved by the Town, will have a 1,200 capacity auditorium, an indoor pool, new science and art rooms, and a new physical education plant. The present plant will be refurbished.

The formation of an advisory curriculum council composed both of teaching and administrative and supervisory personnel served as a steering committee for studies leading to curriculum improvement at the elementary level. Results to date have seen adoption of strengthened programs in primary grades in science, mathematics, and handwriting; spelling guide updated for Grades 3-5, and formulation of a social science program for Grades 1-5.

Additional attention was focussed last year on students with special learning difficulties, as the staff was expanded to provide instruction for more children who were perceptually handicapped or had speech or hearing impairments. Special instruction in reading was intensified for many children with teachers assigned in each elementary school on a part-time basis to provide remedial instruction. Extension of this program will be in effect during the 1969-70 school year for some of the sixth, seventh, and eighth grade students at Academy School and at Gideon Welles Junior High School. The summer program has included special instruction in reading for upper elementary school pupils.

My report could not be complete without an expression of appreciation to the Board of Education for its keen interest and concern for maintaining excellent educational programs. The individual opinions of the Board members, though sometimes divergent, have always reflected concern and commitment to the cause of public education within the community. Out of constructive debate have arisen statements of policy which constitute sound guidelines for the administration of the school system.

Respectfully submitted,

Hugh Watson

Hugh Watson
Superintendent of Schools

September 1, 1969



Adjusting Copy Camera
Graphic Arts
Glastonbury High School

REPORTS FROM SCHOOL PRINCIPALS AND DEPARTMENT DIRECTORS

- ART** An artist in residence program was brought to Hebron Avenue School for several days under the joint sponsorship of the Hebron Avenue School PTA and the METRO Educational Resources Center at the University of Hartford.
- ATHLETICS** A varsity football program was inaugurated at Glastonbury High School. Wrestling and tennis teams placed extremely well in state competition.
- ENGLISH** Continuing emphasis was placed on English composition with several teachers participating in in-service programs sponsored by the New England School Development Council.
- HEALTH EDUCATION** A seventh grade science unit on narcotics was introduced, as well as a series of four adult education programs on use and abuse of drugs.
- MATHEMATICS** A mathematics laboratory was established at Glastonbury High School with the acquisition of a computer-calculator and the participation of mathematics and science teachers in providing laboratory assistance to students.
- MUSIC AND DRAMA** Skill of participating students, excellent direction, and fine cooperation between the music and drama departments resulted in two excellent performances of "Music Man" before capacity audiences in the High School auditorium.
- SCIENCE** Emphasis on conservation was brought to third grade science classes with the encouragement of the Glastonbury Conservation Commission and participation in an outdoor science education program sponsored under a federal grant by the Lutz Museum in Manchester.
- VOCATIONAL AGRICULTURE** An arboretum designed by a former student in the vocational agriculture center was laid out in the courtyard at the high school, adding to the beauty of school grounds and providing opportunity for further landscaping instruction and development.

FISCAL MANAGEMENT

RECEIVED FROM:	F Y 1967-68	% of Total	F Y 1968-69	% of Total
United States—				
National Defense Education Act ..	\$ 10,786.54	0.20	\$ 13,623.62	0.21
State of Connecticut—				
School Construction	194,148.52	3.39	223,914.95	3.38
Education	912,997.04	15.92	989,120.20	14.94
Town—				
Board of Education Misc. Income	11,587.63	0.20	55,569.50	0.84
Taxes and In Lieu of Taxes	4,357,552.75	76.02	5,064,444.33	76.49
Interest Earned	89,662.01	1.56	84,864.77	1.28
Town Departments -- Others*	155,075.96	2.71	188,955.19	2.85
TOTAL RECEIPTS	\$5,731,810.45	100.00	\$6,620,592.56	100.00

*Includes Unclassified

TOTAL INCOME	\$5,731,810.45	\$6,620,592.56
TOTAL EXPENDITURES	5,633,865.17	6,482,976.75
CASH SURPLUS FROM OPERATIONS	\$ 97,945.28	\$ 137,615.81

SPENT FOR:	F Y 1967-68	% of Total	F Y 1968-69	% of Total
General Government	\$ 176,504.82	3.13	\$ 213,366.78	3.29
Public Safety	308,930.68	5.49	347,089.64	5.36
Capital Improvements and Others* ..	372,355.00	6.62	470,185.09	7.25
Public Works	418,144.94	7.43	499,906.36	7.70
Fixed Costs and Debt Service**	913,407.31	16.21	1,044,763.36	16.12
Total Town Departments	2,189,342.15	38.88	2,575,311.23	39.72
Board of Education	3,444,552.42	61.12	3,907,665.52	60.28
TOTAL FUNDS EXPENDED	\$5,633,865.17	100.00	\$6,482,976.75	100.00

*Includes Health, Sanitation, Library, Recreation, Welfare and Unclassified.

**Bonds and Interest (Board of Education and General Town), Pension Plan and Insurance.

APPROPRIATIONS FOR YOUR GOVERNMENT

	BUDGET 1967-68 12 months	BUDGET 1968-69 12 months	BUDGET 1969-70 12 months
GENERAL GOVERNMENT			
Town Council	\$ 3,675.00	\$ 4,375.00	\$ 4,483.00
Board of Finance	300.00	300.00	300.00
Town Manager	39,958.00	49,509.00	56,806.00
Town Plan & Zoning Commission	18,784.00	21,367.00	23,533.00
Board of Tax Review	325.00	325.00	225.00
Courts	1,852.00	2,210.00	920.00
Zoning Board of Appeals	810.00	840.00	984.00
Totals	\$ 65,704.00	\$ 78,926.00	\$ 87,251.00
STAFF AGENCIES			
Town Clerk	\$ 19,977.00	\$ 22,922.00	\$ 25,872.00
Town Attorney	8,000.00	8,000.00	8,000.00
Town Auditor	4,600.00	4,700.00	3,900.00
Selectmen & Registrars	10,155.00	10,430.00	9,980.00
Community Beautification Committee	100.00	100.00	150.00
Public Buildings Commission	—	325.00	425.00
Economic Development Commission ..	4,550.00	5,000.00	4,850.00
Conservation Commission	300.00	500.00	500.00
Heritage Committee	50.00	—	—
Committee for the Aging	250.00	150.00	100.00
Redevelopment Agency	500.00	100.00	100.00
Citizens Advisory Committee	200.00	200.00	800.00
Water Resources Commission	50.00	50.00	50.00
Totals	\$ 48,982.00	\$ 52,477.00	\$ 54,727.00
PUBLIC SAFETY			
Police Department	\$ 225,006.00	\$ 248,354.00	\$ 296,724.00
Fire Commission	55,900.00	57,510.00	59,780.00
Civil Defense	1,310.00	3,398.00	3,016.00
Street Lighting	28,200.00	29,500.00	30,250.00
Fire Marshal	2,350.00	2,350.00	2,700.00
Auxiliary Police Ambulance	700.00	800.00	—
Totals	\$ 313,466.00	\$ 341,912.00	\$ 392,470.00
PUBLIC WORKS			
Administration & Payroll	\$ 146,113.00	\$ 164,082.00	\$ 190,039.00
Operation of Equipment	54,844.00	61,388.00	71,715.00
Snow & Ice Removal	41,400.00	42,410.00	46,850.00
Roadways & Drains	35,850.00	56,850.00	62,910.00
Parks & Public Grounds	70,569.00	90,073.00	100,789.00
Town Engineer	27,092.00	29,937.00	37,812.00
Building Inspector	23,009.00	25,110.00	28,454.00
Public Buildings	24,381.00	25,216.00	30,166.00
Totals	\$ 423,258.00	\$ 495,066.00	\$ 568,135.00
FINANCIAL ADMINISTRATION			
Tax Collector	\$ 16,587.00	\$ 20,795.00	\$ 22,154.00
Comptroller	23,815.00	27,092.00	31,581.00
Assessor	20,380.00	26,624.00	26,465.00
Totals	\$ 60,782.00	\$ 74,511.00	\$ 80,200.00
HEALTH AND SANITATION			
Sewer Commission	\$ 32,453.00	\$ 42,864.00	\$ 40,018.00
Health Department	31,581.00	45,404.00	50,209.00
Refuse Disposal	17,905.00	29,421.00	24,522.00
Totals	\$ 81,939.00	\$ 117,689.00	\$ 114,749.00

APPROPRIATIONS FOR YOUR GOVERNMENT

	BUDGET 1967-68 12 months	BUDGET 1968-69 12 months	BUDGET 1969-70 12 months
WELFARE			
Administration	\$ 26,171.00	\$ 31,256.00	\$ 33,411.00
Outdoor Aid	14,000.00	29,000.00	23,000.00
Totals	\$ 40,171.00	\$ 60,256.00	\$ 56,411.00
RECREATION			
Recreation Commission	\$ 41,840.00	\$ 52,550.00	\$ 57,263.00
LIBRARIES			
Welles-Turner Memorial Library	\$ 84,350.00	\$ 90,750.00	\$ 101,560.00
South Glastonbury Library	1,250.00	1,250.00	1,250.00
East Glastonbury Library	1,000.00	1,250.00	1,250.00
Totals	\$ 86,600.00	\$ 93,250.00	\$ 104,060.00
GENERAL			
Insurance and Bonds	\$ 46,690.00	\$ 50,790.00	\$ 70,010.00
Pension Plan	58,817.00	80,700.00	92,415.00
Unclassified*	16,722.00	15,465.00	14,615.00
Total General Town Operating	\$1,284,971.00	\$1,513,592.00	\$1,692,906.00
Capital Improvements Program	82,810.00	161,304.00	153,310.00
Total General Town Budget	\$1,367,781.00	\$1,674,896.00	\$1,846,216.00
Contingency (Gen. Town & Bd. of Ed.)	\$ 48,000.00	\$ 40,000.00	\$ 86,000.00
Bonds and Interest	803,143.00	861,403.00	1,248,587.00
Totals	\$2,218,924.00	\$2,576,299.00	\$3,180,803.00
Board of Education	\$3,446,239.00	\$3,903,109.00	\$4,475,000.00
GRAND TOTAL	\$5,665,163.00	\$6,479,408.00	\$7,655,803.00

*Special Police details, cemeteries, special studies, etc.

GENERAL FUND REVENUES

BUDGETED RECEIPTS

	1967-68	1968-69	1969-70
Property Taxes — Current	\$4,096,900.00	\$4,746,057.00	\$5,424,634.00
Property Taxes — Prior	90,000.00	60,000.00	100,000.00
Penalties, Interest & Fees	6,000.00	8,000.00	14,000.00
Subtotal	\$4,192,900.00	\$4,814,057.00	\$5,538,634.00
In Lieu of Taxes	\$ 53,460.00	\$ 63,355.00	\$ 77,441.00
Education	953,330.00	1,019,830.00	1,260,930.00
Building Inspection	20,000.00	27,000.00	31,000.00
Plan & Zoning Commission	900.00	900.00	1,500.00
Recreation	7,500.00	13,000.00	11,600.00
Police	23,800.00	17,200.00	20,200.00
Licenses & Permits	800.00	800.00	900.00
Public Works	5,200.00	12,693.00	12,877.00
Welfare	23,800.00	34,800.00	30,750.00
State Grants for School Construction ..	193,469.00	223,911.00	277,952.00
Town Clerk	13,900.00	25,900.00	31,900.00
Welles-Turner Library	15,599.00	15,230.00	16,130.00
Interest Earned	60,000.00	82,000.00	176,363.00
Sanitary Tests	1,000.00	2,000.00	*26,672.00
Unclassified	7,900.00	31,045.00	43,735.00
TOTAL RECEIPTS	\$5,570,158.00	\$6,383,721.00	\$7,558,584.00
Cash on Hand Beginning of Year	95,005.00	95,687.00	97,219.00
GRAND TOTAL	\$5,665,163.00	\$6,479,408.00	\$7,655,803.00

*FY '70 includes Housing Code Enforcement Grant

REPORT OF PROPERTY TAX COLLECTOR YEAR ENDED JUNE 30, 1969

GRAND LIST	DUE DATE OF TAX	COLLECTIBLE 7/1/68	DEDUCTIONS	ADDITIONS	ADJUSTED COLLECTIBLE
1/1/68	7/15/68	\$5,010,197.88	\$10,663.72	\$1,869.88	\$5,001,404.04
1/1/67	7/15/67	88,047.68	906.51	297.66	87,438.83
10/1/66	4/1/67	23,760.63	324.72	—	23,435.91
10/1/65	4/1/66	17,054.16	399.40	3.75	16,658.51
10/1/64	4/1/65	6,361.68	—	18.00	6,379.68
10/1/63	4/1/64	2,047.03	—	—	2,047.03
Prior Years		5,599.72	—	—	5,599.72
		\$5,153,068.78	\$12,294.35	\$2,189.29	\$5,142,963.72

ACTUAL COLLECTIONS DURING YEAR

GRAND LIST	TAXES	TRANSFERRED TO SUSPENSE	COLLECTIBLE BUT UNCOLLECTED END OF YEAR
1/1/68	\$4,900,792.72	\$ 1,145.40	\$ 99,465.92
1/1/67	55,474.10	5,171.45	26,793.28
10/1/66	12,538.80	2,554.20	8,342.91
10/1/65	5,766.91	959.64	9,931.96
10/1/64	3,069.31	117.00	3,193.37
10/1/63	1,298.19	31.50	717.34
Prior Years	2,893.85	302.55	2,403.32
Total Taxes Collected	\$4,981,833.88	\$10,281.74	\$150,848.10
Interest	16,751.76		
Lien Fees	762.25		
Total Collected	\$4,999,347.89		

Tax due dates are July 15 and January 15 of each year. For example: In the 1969-70 fiscal year starting July 1, 1969, taxes are figured on the Grand List of January 1, 1969 and are due July 15, 1969 and January 15, 1970.

STATEMENT OF BONDED INDEBTEDNESS

GENERAL TOWN and SCHOOL BONDS	AMOUNT OF ORIGINAL ISSUE	OUTSTANDING REDEEMED & CANCELLED	NEW ISSUES	BALANCE
High School 3-1-52	\$ 1,565,000	\$ 80,000		6-30-69 \$ 205,000
High School Addition and Buttonball School 9-1-55	1,140,000	420,000		360,000
Hebron Ave. School 12-1-57	642,000	200,000		160,000
Hebron Ave. School Addition 9-1-59	149,000	69,000		59,000
Town Office Building 9-1-59	354,000	194,000		174,000
Buttonball School Addition 10-1-60	260,000	155,000		140,000
Academy School Addition 10-1-60	900,000	585,000		540,000
Hopewell Road School 4-15-62	925,000	630,000		585,000
Eastbury School Addition 2-1-64	635,000	495,000		460,000
J. B. Williams Park 2-1-64	150,000	90,000		75,000
Firehouse Notes 5-1-65	153,000	57,000		25,000
Town Garage Addition 5-1-65	40,000	16,000		8,000
Gideon Welles Jr. High School 4-1-67	2,675,000	2,540,000		2,405,000
Uniform Fiscal Year (A)	1,180,000	1,180,000		1,120,000
Naubuc School Addition (A)	1,495,000	—	1,495,000	1,495,000
Town Road Construction (A)	875,000	—	875,000	875,000
High School Athletic Facilities (A)	305,000	—	305,000	305,000
Parks Department Building (A)	85,000	—	85,000	85,000
SEWER BONDS 7-1-61	\$13,528,000	\$6,916,000	\$2,760,000	\$9,076,000
Sewer Bonds (A)	\$ 1,484,000	\$ 540,000	\$ 405,000	\$ 405,000
	2,390,000	60,000	2,330,000	2,330,000
	\$ 3,874,000	\$2,930,000	\$195,000	\$2,735,000

(A) Authorized but not issued at end of period

STATEMENT OF DEBT LIMITATION

BASE FOR DETERMINING DEBT LIMITATION

Tax Receipts for year ended June 30, 1969
per Public Act #584 eff. 6-24-69

State Grants in lieu of Taxes on Manufacturers' inventories

DEBT LIMIT: General Purposes @ 2¼ x \$5,014,915.12
School Purposes @ 2¼ x 5,014,915.12
Sewer Purposes @ 1½ x 5,014,915.12
Urban Renewal @ 1 x 5,014,915.12

\$ 4,998,583.87
16,331.25
\$11,283,559.04
11,283,559.04
7,522,372.68
5,014,915.12

AUTHORIZED AND OUTSTANDING DEBT: General Town & School
Sewer

9,076,000.00
2,735,000.00
11,811,000.00
1,120,000.00
10,691,000.00
\$24,413,405.88

Less: Uniform fiscal year authorized issue exempt by State Statute Sec. 7-384
EXCESS BORROWING CAPACITY — subject to approval of State Tax Commissioner

RESERVE FUND
For Capital and Non-Recurring Expenditures

BALANCE SHEET

ASSETS	June 30, 1969
Cash in Bank	\$ 74,892.66
U. S. Treasury Bills, at cost	98,351.00
Due from Bond Capital Project Fund:	
Naubuc School Addition	\$ 81,600.00
High School Athletic facilities	7,150.00
Due from General Fund	88,750.00
	<u>137,286.61</u>
Total Assets	<u>\$399,280.27</u>
APPROPRIATIONS AND UNEXPENDED BALANCE	
Appropriations Unexpended	\$ 67,481.41
Unexpended Balance	331,798.86
Total Appropriations and Unexpended Balance	<u>\$399,280.27</u>

CASH RECEIPTS AND DISBURSEMENTS

CASH IN BANK July 1, 1968	\$ 54,443.71
RECEIPTS	
Transfer from General Fund Surplus	\$ 96,500.00
State of Connecticut — Language Laboratory (Final Grant)	10,411.60
Interest Earned	6,802.26
Principal Investment Return	368,125.24
Total Receipts	<u>481,839.10</u>
	<u>\$536,282.81</u>
DISBURSEMENTS	
Expenditures against Appropriations	\$166,129.15
Purchase of U. S. Treasury Bills	295,261.00
Total Disbursements	<u>\$461,390.15</u>
Cash on Deposit (Glastonbury Bank & Trust Co.) June 30, 1969	<u>\$ 74,892.66</u>

STATEMENT OF TOWN AID ROAD ACCOUNT

Balance July 1, 1968 (Unallotted & Unexpended)	\$109,203.68
ADD July 1, 1968 Allocation:	
Town Aid	\$ 74,993.00
Unimproved Town Aid	10,892.00
	<u>84,222.00</u>
	193,425.68
DEDUCT Expenditures During Fiscal Year	21,398.49
Reserve	3,027.49
	<u>18,371.01</u>
Balance June 30, 1969 (Unallotted & Unexpired)	175,054.67
Unexpired Balance of projects started but not completed	2,162.48
Reserve fund for projects not started but under agree- ment with State Highway Dept.	159,198.83
	<u>\$ 13,693.36</u>

EXPENDITURES BY PROJECTS

Project Number	Allotment	Expenditures	Reserve	Balance
14.310-53-168-18	\$11,278.81	\$11,278.81	—	—
14.310-53-169-18	1,657.38	—	—	1,657.38
14.440-53-117-06	7,719.90	10,119.68	\$(3,027.48)	627.70
14.440-53-117-10	(4.20)	—	—	(4.20)
14.440-53-117-11	(118.40)	—	—	(118.40)
	<u>\$20,533.49</u>	<u>\$21,398.49</u>	<u>\$(3,027.48)</u>	<u>\$2,162.48</u>

AUDITORS' REPORT:
SIGAL, TRAGER AND GURNE
Certified Public Accountants
772 Farmington Avenue
West Hartford, Connecticut 06119

October 21, 1969

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, 1969. 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 X 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, 1969 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.

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

* * * * *

The above certification appears in the Auditors' 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 is on file as indicated and available for public inspection.

SCOPE OF AUDIT

EXCERPT OF COMMENTS: Cash on hand was counted and reconciled with book balances. Cash on deposit in bank was confirmed and reconciled. Savings bank passbooks were examined and balances confirmed. Book and bank balances were being reconciled on a monthly basis and cash receipts were promptly and properly deposited. Town-owned fund securities were confirmed directly with depository bank. Security transactions and income therefrom were being well handled and in order.

As required by State Tax Commissioner, uncollected property taxes were confirmed to extent of 10% in amount and number. Rate books were taped and in agreement with control accounts on dates checked — property tax assessment abstract was properly prepared and sworn. At least 10% of uncollected special assessments confirmed as of May 29, 1969 — no exceptions disclosed. Balance of individual accounts in agreement with control accounts at end of period.

At least 25% of disbursements test-checked, vouchers and supporting invoices examined for correctness in all aspects and the taking of cash discounts when available. Cancelled checks were examined for proper preparation, signatures and amounts. Bank bond, note and coupon transactions verified and bonds and coupons matured during period were destroyed by the bank.

RESUME OF FINANCIAL OPERATIONS. Budget of \$6,575,558 approved at Town Meeting June 6, 1968. Actual revenues totaled \$6,620,592.56 — appropriations \$6,482,976.75 with surplus allocated to the budget. \$137,286.61 was transferred to Reserve Fund for Capital and Non-Recurring Expenditures, \$52,562.89 from Bond Capital Project Fund and other miscellaneous adjustments resulted in a General Fund Unappropriated Surplus of \$314,761.69 at end of fiscal year — an increase of \$63,793.49 from the amount on hand at beginning of period. General Fund Cash dropped from \$96,576.43 at beginning of period to \$95,952.53 (-\$623.90) on June 30, 1969. Uncollected taxes increased from \$142,870.90 to \$150,848.10 (+\$7,977.20) during period and long term indebtedness increased by \$1,965,000.

RECORDS MANAGEMENT/GENERAL CONDUCT OF OFFICES. The financial records of the Town in general are being maintained in a satisfactory manner. General conduct of offices as relates to financial records was satisfactory.

PENDING LAW SUITS. According to Corporation Counsel the Town is now appealing a judgment of \$12,666.00 awarded in Superior Court to a sewer contractor.

AUDITORS' RECOMMENDATIONS

We recommend that:

- CASH.** Old outstanding checks in Board of Education (Student Activity Fund), Sewer Operating and Construction Funds, and Developers' Fee Account should be investigated, voided and replacement issued if possible, or written off and account returned to cash.
- APPROPRIATIONS.** Unexpended balances of completed appropriations of Reserve Fund for Capital and Non-Recurring Expenditures and the Bond Capital Project Fund be returned to surplus or transferred to another appropriation.
- FIXED ASSETS.** All items of fixed assets be handled consistently. Welles Village Housing Authority has capitalized items as furniture and fixtures whereas it is policy to charge off items of shop equipment in the year of purchase.
- INTERNAL AUDIT AND CONTROL.** The Comptroller has instituted new controls in the handling of cash by the various departments of the Town. We suggest that an additional person be added to his staff to implement these controls, to perform internal audit functions and assist the Comptroller with the record keeping of the growing number of Town funds.

DATES TO REMEMBER

1969 EVENT

July 1 — Beginning of Fiscal Year
 July 15 — First Tax Payment Due
 September 1 — Sewer Assessment Bills Due
 November 1 — Sewer Use Charges Due
 December 31 — Last Day to file Veterans' Discharges

1970

January 15 — Second Tax Payment Due
 January 30 — Deadline to apply for P.A. 490 Exemption
 April 15-May 15 — Board of Tax Review, as Scheduled
 June — Dogs Licensed
 June 5 — Annual Town Meeting on Budget

MUNICIPAL HOLIDAYS

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

COUNCIL-COMMISSION MEETINGS

TOWN COUNCIL	Second and Fourth Monday, each month
TOWN PLAN & ZONING COMMISSION	First and Third Tuesday, each month
BOARD OF FINANCE	First Tuesday, each month

Meetings of other Boards and Commissions, special meetings, dates of hearings and voter-making sessions are announced in newspapers in advance and held in town office building.

All meetings are public — you are invited to attend

REMINDER

LIBRARY HOURS:

Welles-Turner: Monday-Friday, 9 A.M. - 9 P.M.; Saturday 9 A.M. - 12:30 P.M.
 *South Glastonbury: Monday & Thursday, 1:30-4:00 and 7:30-9:00 P.M.
 Story Hour—Thursday, 10:00-11:00 A.M.
 *East Glastonbury: Monday & Thursday, 1:00-4:00 and 7:00-9:00 P.M. Tuesday—
 9:00 A.M. to 12:00 Noon

*Summer Hours announced in newspapers

TOWN OFFICE BUILDING: Monday through Friday, 8:30 A.M. to 4:30 P.M.

BOARD OF EDUCATION OFFICE: Monday through Friday 8:00 A.M. to 4:30 P.M.

REFUSE DISPOSAL AREA: N.L. Turnpike — 8:30 to 4:00, Closed Sunday & Holidays

PERSONAL PROPERTY TAX LIST: 10% added to total if list not declared by Feb. 1

SEWER ASSESSMENT BILLS: Due September 1. Interest on delinquent installments accumulates at rate of 9% per annum, starting one month after due date of installment, effective from due date.

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

TOWN TAX BILLS: Interest on unpaid taxes accumulates at rate of 9% per annum, starting one month after due date of taxes, effective from due date.

VOTER REGISTRATION:

Town Office Building — 6-8 P.M. third Wednesday of month
 Town Clerk's Office — During Regular Office Hours

Occupant
37 Old Stage Rd.
Glastonbury, Conn.

<p>Bulk Rate U. S. Postage Glastonbury, Conn. PERMIT NO. 133</p>
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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
Dog Warden	Dead Animals, Dog Problems	633-9411
Fire Co. 1 – Capt. Manager	Permits for Burning	633-1718
Fire Co. 2 – Capt. Accornero	Permits for Burning	633-1059
Fire Co. 3 – Capt. Dennler	Permits for Burning	633-2237
Fire Co. 4 – Capt. Bailey	Permits for Burning	633-1856
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	633-5550
Sanitarian	Public Health Matters	633-5231
Sanitation Superintendent	Sanitary Sewers, Treatment Plant	633-5231
Still Hill Boarding Home	Town Farm	633-7328
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, Voting 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	633-2011
Welfare Director	Welfare and Relief	633-5231
Welles-Turner Library	Libraries	633-1300
Welles Village-Housing Authority	Housing, Elderly Housing	633-1133