

**GLASTONBURY TOWN COUNCIL AGENDA
TUESDAY, MAY 28, 2019 – REGULAR MEETING
7:00 P.M. – COUNCIL CHAMBERS, TOWN HALL
2155 MAIN STREET, GLASTONBURY**

Council Members: Thomas P. Gullotta, Chairman; Lawrence Niland, Vice Chairman; Deborah A. Carroll; Dr. Stewart Beckett III; Kurt P. Cavanaugh; Mary LaChance; Jacob McChesney; George P. Norman; Whit Osgood

1. Roll Call.
 - (a) Pledge of Allegiance.
2. Public Comment.
 - (a) Bicycle Friendly Community.
3. Special Reports.
 - (a) Report on feasibility study – Indoor Aquatic Facility.
4. Old Business.
5. New Business.
 - (a) Discussion concerning Condition of Approval – possible turning lane – The Tannery.
6. Consent Calendar.
 - (a) Action to transfer uncollected taxes to Suspense List - \$137,111.78.
 - (b) Action on proposal for the 2019 Neighborhood Assistance Act Program (set public hearing).
 - (c) Proposed Amendment to Building Zone Regulations Text Amendment – Section 6.11, Accessory Apartments (reschedule public hearing from June 11, 2019 to June 25, 2019).
7. Town Manager's Report.
8. Committee Reports.
 - (a) Chairman's Report.
 - (b) MDC.
 - (c) CRCOG.
9. Communications.
10. Minutes.
 - (a) Minutes of May 14, 2019 Regular Meeting.
11. Appointments and Resignations.
12. Executive Session.
 - (a) Draft Terms and Conditions for sale of Town-owned land – Western Boulevard.



Town of Glastonbury

2155 MAIN STREET • P.O. BOX 6523 • GLASTONBURY, CT 06033-6523 • (860) 652-7500
FAX (860) 652-7505

ITEM #3(A)
05-28-19 Meeting

Richard J. Johnson
Town Manager

May 24, 2019

The Glastonbury Town Council
2155 Main Street
Glastonbury, CT 06033

Re: Feasibility Analysis – Indoor Aquatic Facility

Dear Council Members:

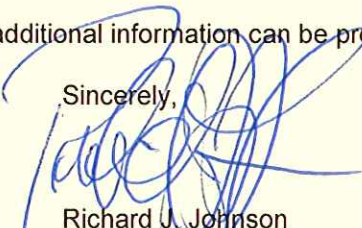
A presentation on the Feasibility Analysis of an Indoor Aquatic Facility is scheduled for Tuesday evening. Representatives of Councilman Hunsaker and Moser Pilon Nelson will be in attendance to present and discuss the attached slides and Feasibility Report.

Summary background information is as follows:

- Two well attended community workshops were held to seek input and discuss project scope options.
- Three general options are identified. These can be refined as applicable.
- Scope options are intended to provide opportunities for a wide range of ages and interests.
- Capital costs and operating expenses/revenues are preliminary order of magnitude.
- Estimated capital costs include an allowance for site improvements but not site acquisition.
- A 4± acre site (subject to configuration) is identified for the options to be presented.
- Approximately 255± parking spaces would be required per Building Zone Regulations.
- Subject to project scope, a new facility could accommodate other uses (e.g. gymnastics) and return the Academy gymnasium to a variety of programming uses.
- The schedule for a November referendum requires legislative actions June through August.

Based on Tuesday evening's presentation and discussion, additional information can be provided as applicable.

Sincerely,


Richard J. Johnson
Town Manager

RJJ/sal
Attachment



Town of Glastonbury, CT
Indoor Aquatic Facility Feasibility Study
May 28, 2019

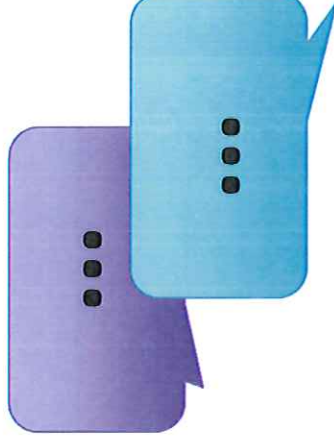
MOSER
PILON
NELSON
ARCHITECTS



Counsilman · Hunsaker
AQUATICS FOR LIFE

AGENDA

- **Review project status**
 - Feedback from Community Meetings
 - Conceptual options
- **Discuss Community questions**
 - Overall Project Budget
 - Inclusion of 50-meter competitive pool
 - Glastonbury Gymnastics
- **Review financial analysis**
 - Programming options
 - Projected revenues and expenses



COMMUNITY MEETINGS



INITIAL FEEDBACK

- “Community-oriented” - Community before marketing to outside groups / events
- Benefit of local facility - No need to leave town for recreational/competitive programs
- Ability to accommodate ALL aquatic user groups – youth, seniors, recreation, competitive
- Therapy pool (90+ degrees)
- Supports resident wellness/instructional needs
- Long-term financial sustainability
 - Final report published before Council presentation

“Enhances quality of life for all residents.”

INITIAL FEEDBACK

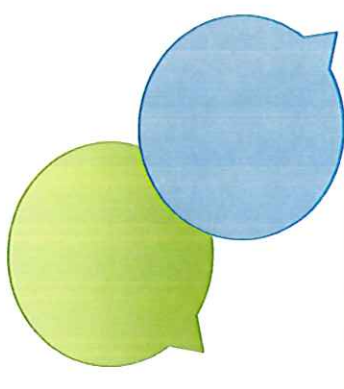
Building considerations suggested:

- 2 separate bodies of water w/differing temperatures (Options 2 and 3) for:
 1. Competition & Lap swim – e.g. Adult swim competitions (USMS)
 2. Instructional/Recreational Use lessons, fitness, rec swim, youth/senior programs
- Upper Valley Aquatic Center layout (White River Junction, VT)
- Larger deck; 1-meter and 3-meter diving
- Options with 6 and 8 lane competition pools
- Separate entries w/larger entry doors
- Good Acoustics

INITIAL FEEDBACK

Building considerations continued:

- Spectator seating >200 (Options 1-3) → eligibility for CT State Swim Meet (500-600 min.)
- 25-yard by 25-meter pool OR 50-meter by 25-yard competition pool
- Include outdoor recreational swimming pool and rowing tank components
- Attached/Adjacent Gymnastics accommodations (non-aquatic activities)
 - 125 gymnasts currently on competitive team
 - Opportunity for revenue, regional meets
 - Resolve current gym. facility issues – HVAC, Boy's equipment space



INITIAL FEEDBACK

- Comments in opposition:
 - Potentially high subsidy (e.g. Longmont, CO recreation center: \$1.5M)
 - No community survey
 - Referenced lack of community support for the Glastonbury Library referendum
- Potential benefits mentioned by meeting attendees:
 - Positive economic impact
 - Recreational opportunities - keep children active / off electronics
 - Compete in regional / state swim meets
 - Glastonbury High School pool at capacity

PREFERRED AQUATIC AMENITIES



PREFERRED AQUATIC COMPONENTS

- **6 or 8-Lane Lap / Competition Pool**
 - Serve competitive needs
 - Lap swim
 - Lack of demand for daily capacity of 50M pool
 - 1-meter diving – competitive/rec.
 - Shallow water - swim lessons, aerobics, programs
 - Water temp – 82 degrees
 - ADA accessible lift and stair entry
 - Spectator seating for 200



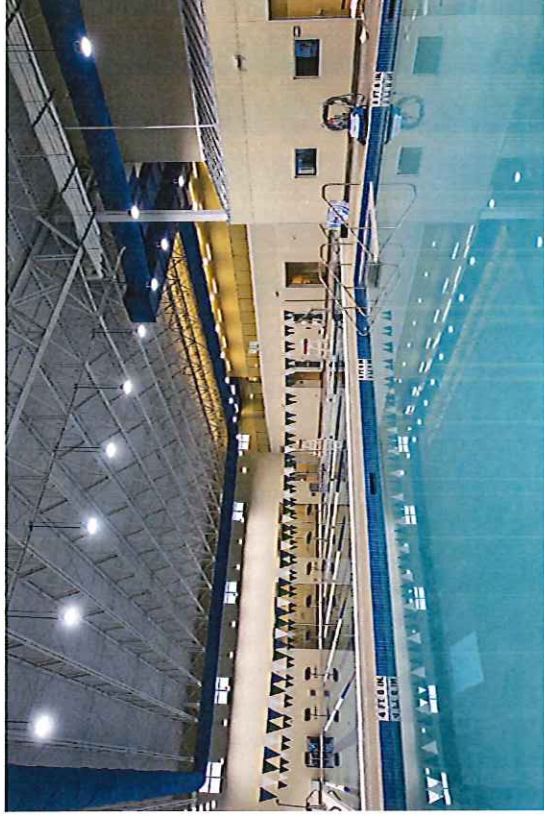
PREFERRED AQUATIC COMPONENTS

- **Shallow, Warm-Water Programming Pool**
 - 25-yard lap lanes
 - Open water for water walking, aerobics classes, swim lessons
 - ADA accessible ramp
 - Water temp: 86 degrees
 - Possibility to add adjacent therapy pool or warm-water spa
 - Warm-up / cool down → competitive events
 - Opportunities for residents ages 45+



PREFERRED AQUATIC COMPONENTS

- **Two Separate Bodies of Water**
 - Allows for cooler and warmer water temps for different user groups
 - Competitive – 82 degrees
 - Wellness / Lessons – 86 degrees
 - Pools placed adjacent to each other
 - Possibility to separate with a glass wall or partition

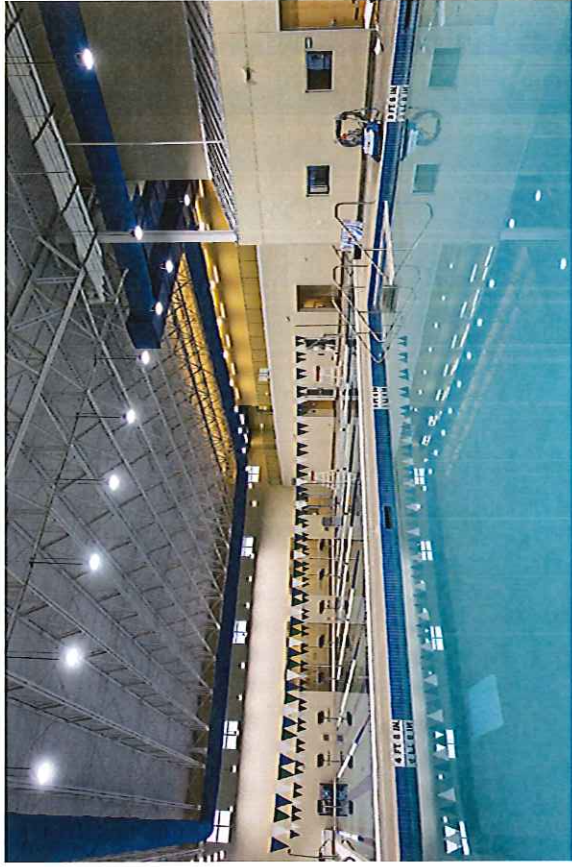




3 OPTIONS FOR CONSIDERATION

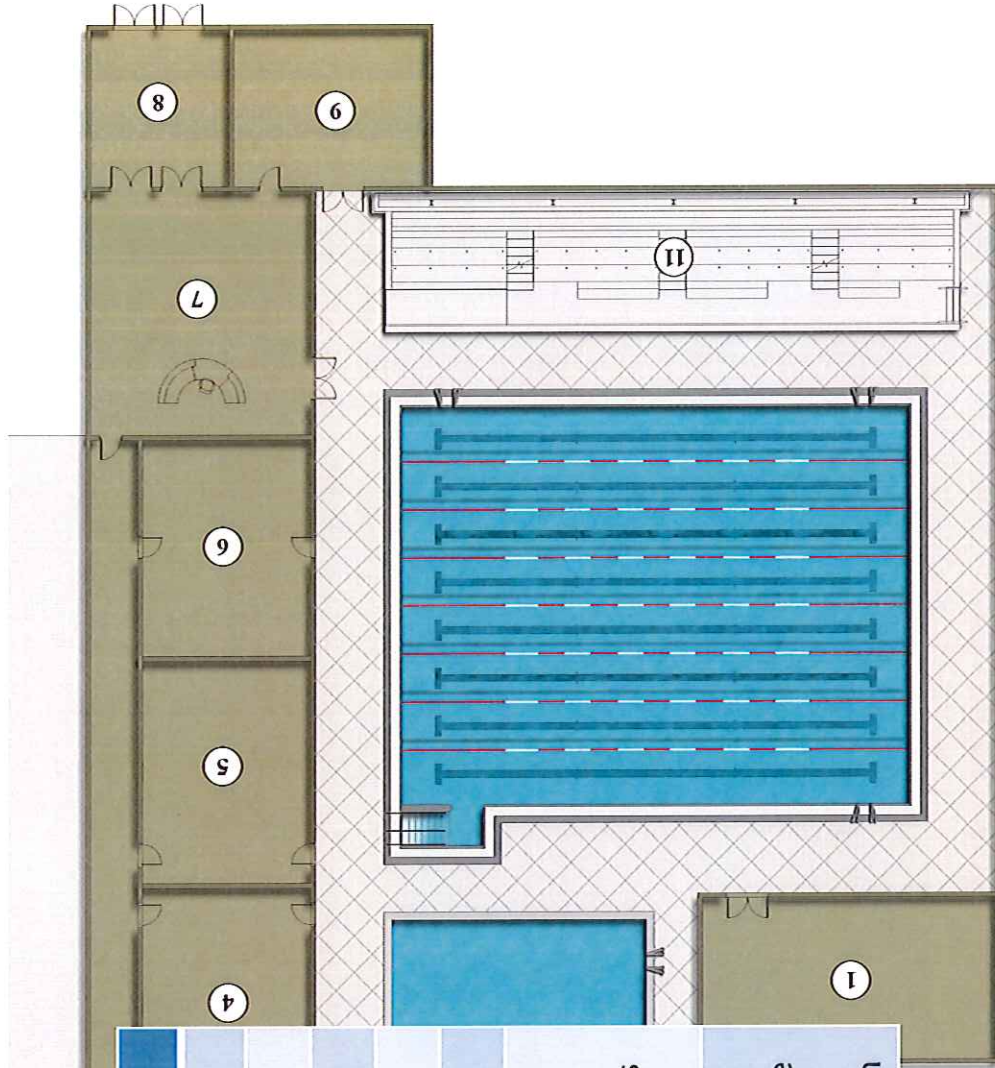
RECREATION, COMPETITION, INSTRUCTION, WELLNESS





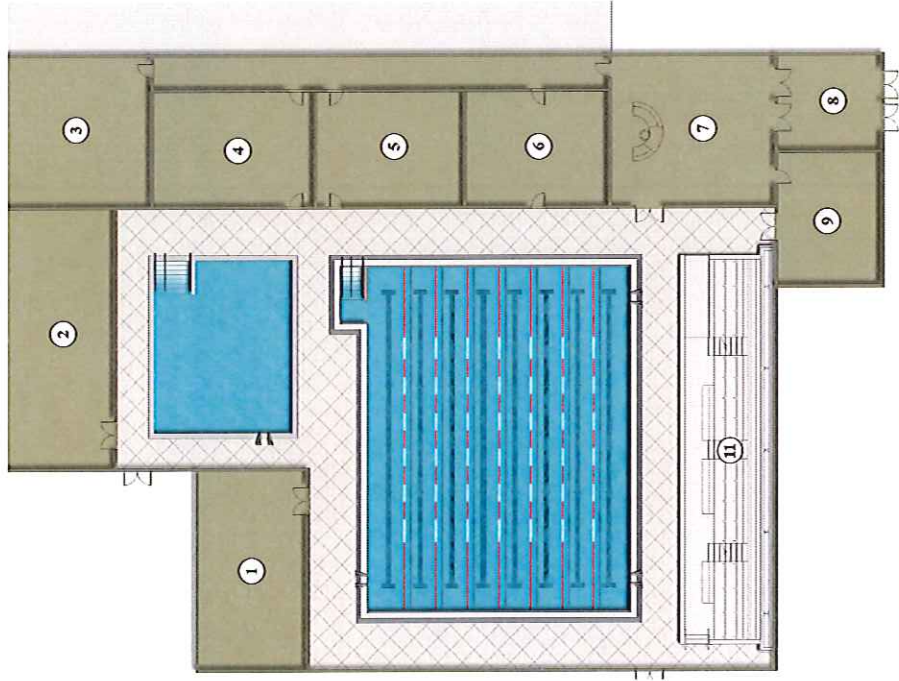
OPTION 1

OPTION 1

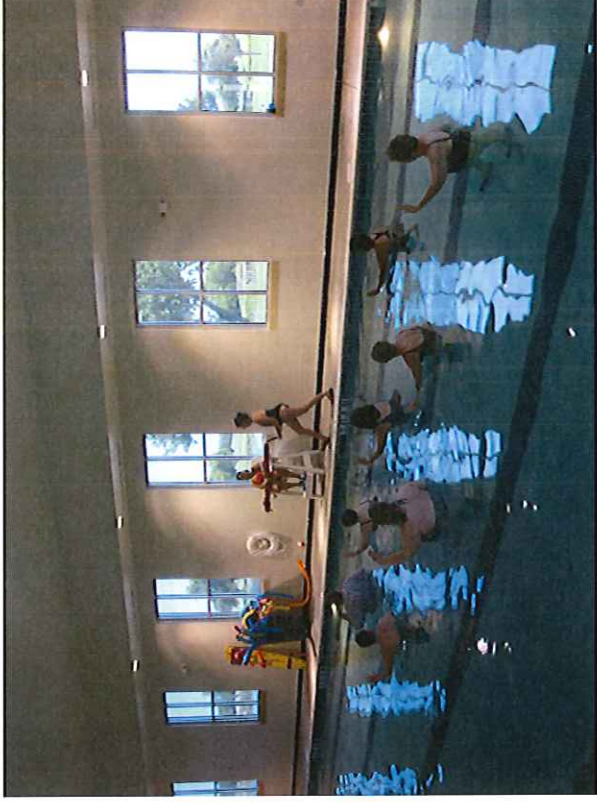


Features	Details
Lap Pool	4,500 SF
8 x 3/4 x 1/4 lap lanes	8
1-meter diving board	Yes
4-12 feet depths	4-12 feet
Recreational Pool	1,200 SF
3.5 – 4 feet depths	3.5 – 4 feet depths
Shallow, warm water for swim lessons, water fitness classes, and water walker	Shallow, warm water for swim lessons, water fitness classes, and water walker
On-deck spectator seating	On-deck spectator seating
(200), meeting room, office space, locker rooms, mechanical & storage room	(200), meeting room, office space, locker rooms, mechanical & storage room

OPTION 1 – PRELIMINARY COST ESTIMATES



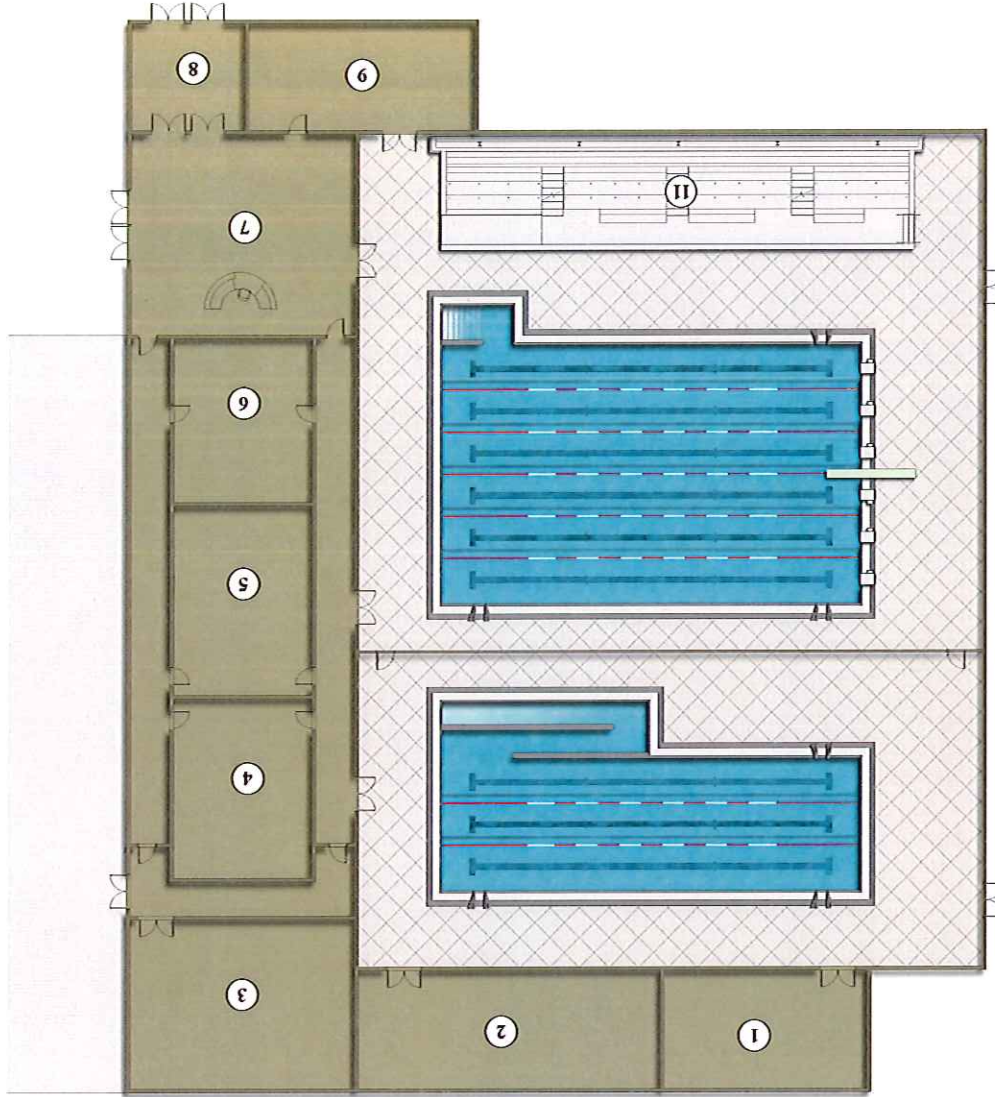
Option 1	
Component	Preliminary Cost Estimate
Building Construction	\$11,634,260
Escalation	\$581,713
Contingency	\$1,832,396
Design Fees, Permitting, etc.	\$1,685,804
Total Estimated Costs	\$15,734,173



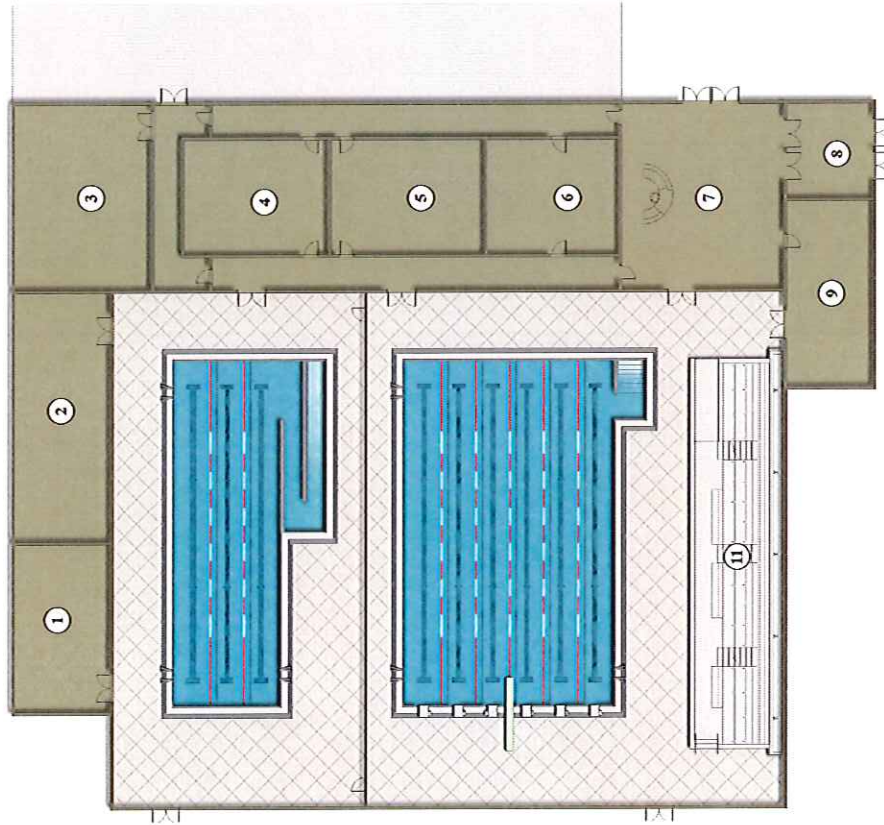
OPTION 2

OPTION 2

Features	Details
Lap Pool	3,400 SF Lap Pool
6 x 25-yard lap lanes	3,400 SF
25-yard lap lanes	6
1-meter diving board	Yes
1-meter diving board	Yes
4-12 feet Depths	4-12 feet
Programming Pool	1,800 SF Programming Pool
1,800 SF Programming Pool	1,800 SF
3 x 25-yard lap lanes	3
25-yard lap lanes	3
3.5 – 4 feet depths	3.5 – 4 feet depths
Shallow, warm water for swim classes, and water walker	Shallow, warm water for swim classes, and water walker
On-deck spectator seating	On-deck spectator seating
(200), meeting room, office	(200), meeting room, office
Seating (200), meeting room	Seating (200), meeting room
Office space, locker room	Office space, locker room
mechanical & storage room	mechanical & storage room



OPTION 2 – PRELIMINARY COST ESTIMATES



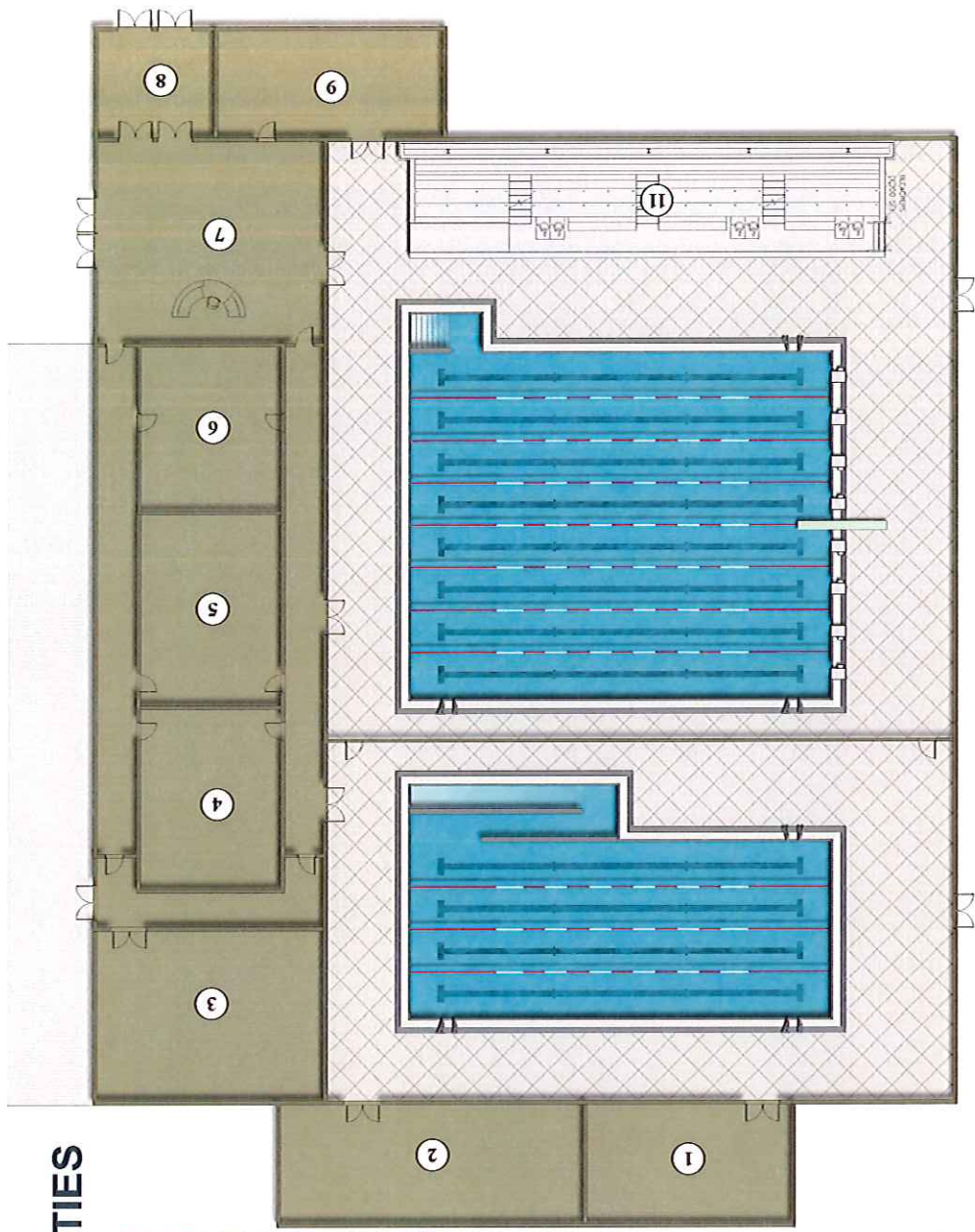
Option 2	
Component	Preliminary Cost Estimate
Building Construction	\$10,665,438
Escalation	\$533,272
Contingency	\$1,679,806
Design Fees, Permitting, etc.	\$1,545,422
Total Estimated Costs	\$14,423,938



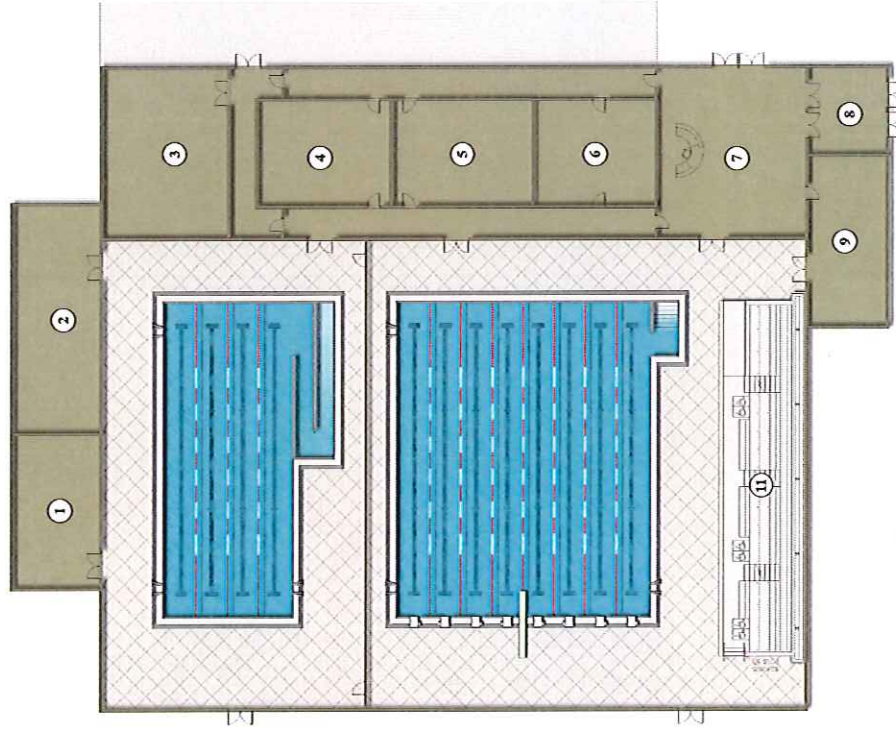
OPTION 3

OPTION 3 – FEATURES/AMENITIES

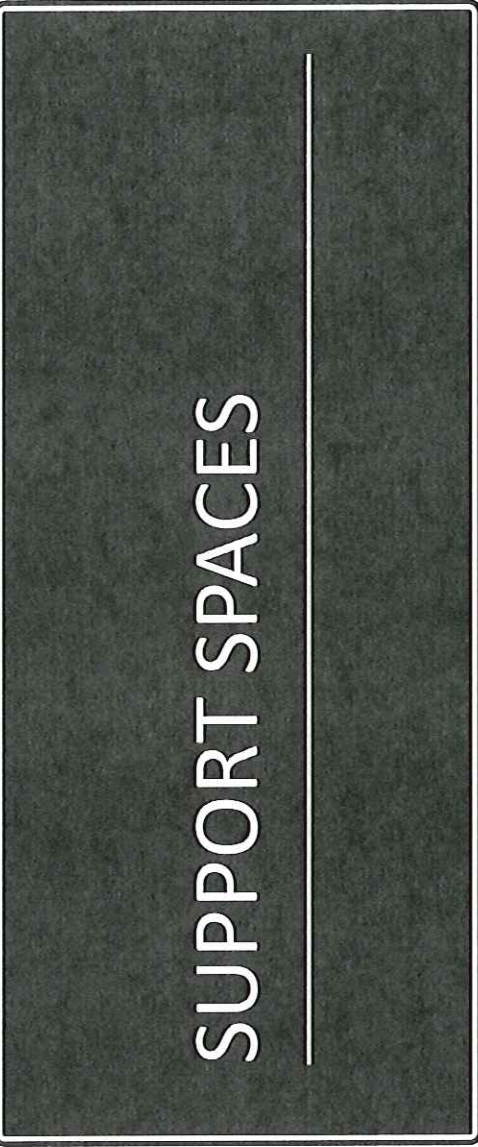
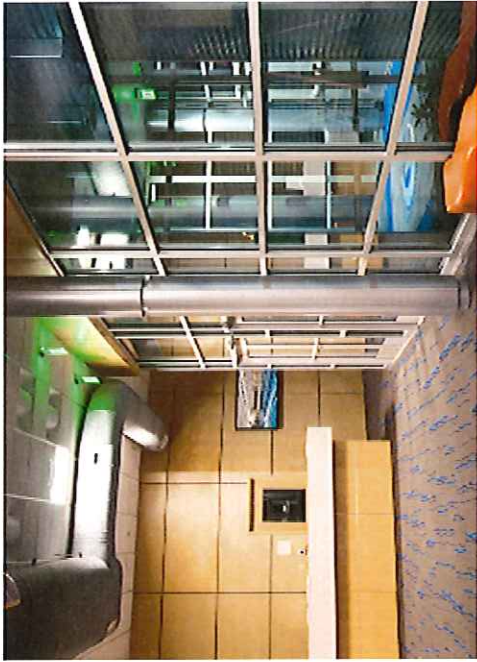
Features	Description
Lap Pool	4,500 SF Lap Pool 4,500
	8 x 25-yard lap lanes 25-yard lap lanes 1-meter diving board 1-meter diving board 4-12 feet Depths
Programming Pool	2,400 SF Programming Pool 2,400
	4 x 25 yard lap lanes 25-yard lap lanes 3.5 – 4 feet depths 3.5 – 4 feet
	Shallow, warm water for swim lessons, water fitness classes, and water walker
	On-deck spectator seating (200), meeting room, office support spaces, office space, mechanical and storage room



OPTION 3 – PRELIMINARY COST ESTIMATES



Option 3	
Component	Preliminary Cost Estimate
Building Construction	\$13,788,131
Escalation	\$689,407
Contingency	\$2,171,631
Design Fees, Permitting, etc.	\$1,997,900
Total Estimated Costs	\$18,647,069



Feature/Amenity	Option 1 \$15,734,173	Option 2 \$14,423,938	Option 3 \$18,647,069
Overall Facility Size (SF)	26,189 SF	23,820 SF	29,513 SF
Lap Pool	4,500 SF	3,400 SF	4,500 SF
25-yard lap lanes	8	6	8
1-meter diving board	Yes		
Depths	4-12 feet		
Programming Pool	1,200 SF	1,800 SF	2,400 SF
25-yard lap lanes	0	3	4
Depths/Use	3.5 – 4 feet depths Shallow, warm water for swim lessons, water fitness classes, & water walker		
Support Spaces	On-deck spectator seating (200), meeting room, office space, locker rooms, mechanical and storage room		

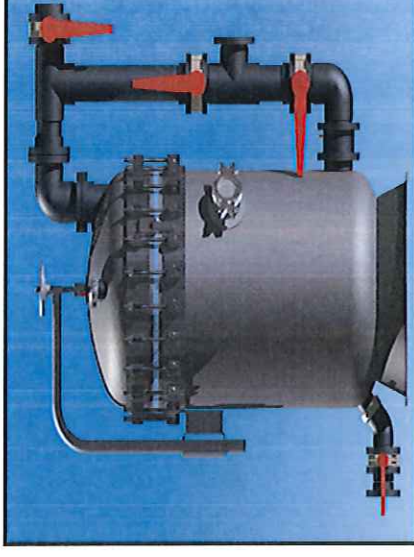
FINANCIAL ANALYSIS



CAPITAL COSTS

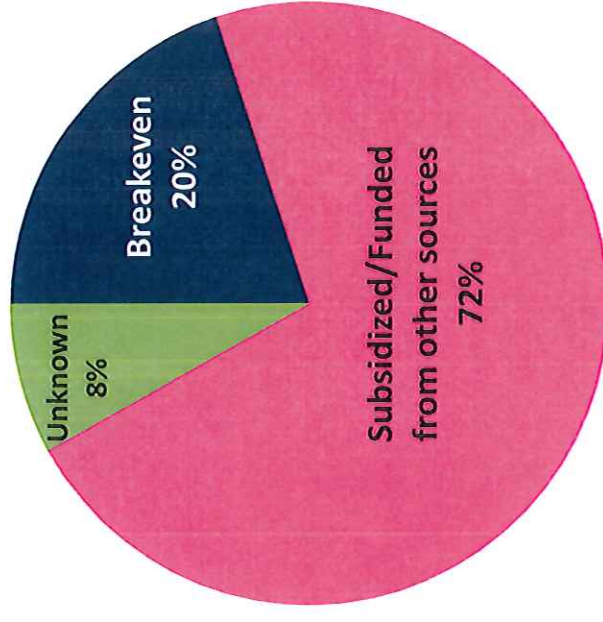
Energy Efficiency

- Regenerative Media Filter
- Variable Frequency Drive
- Chlorine Generation
- Ultraviolet Light
- Solar
- Geothermal



AQUATIC FACILITY TRENDS

- Labor = Up To 60 % of Operating Expenses
- Revenue:
 - 50% Visits/Memberships
 - 50% Programs
- Pool Operations Trends:
 - National - 30-70% Return
 - Glastonbury – Short term: 60-70%; Long term: 70-100%
 - 72% Operate At A Loss
 - 20% Operate At Breakeven (Outdoor/Seasonal)
 - 8% Unknown



MARKET ANALYSIS

Populations within driving distance:

- 70,000 w/in 15-mins
- 500,000 w/in 25-mins

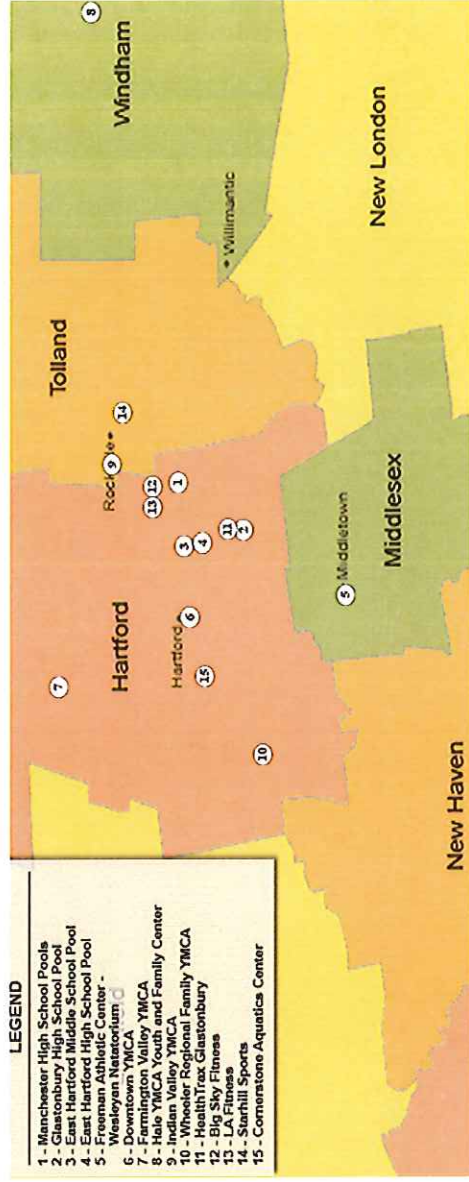
Below Average pop. ages 20-44

Above average pop. ages 45+

15 Greater Hartford area facilities that include indoor swimming pools w/aquatic-related programming

Annual membership cost range: \$300-\$700 for individuals

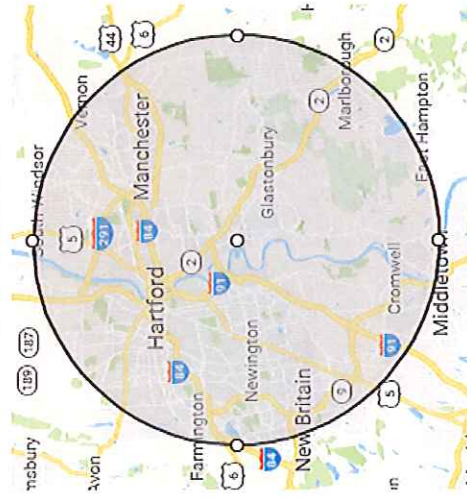
West Hartford has 2x the pop of adults ages 25-59 & children age ≤14



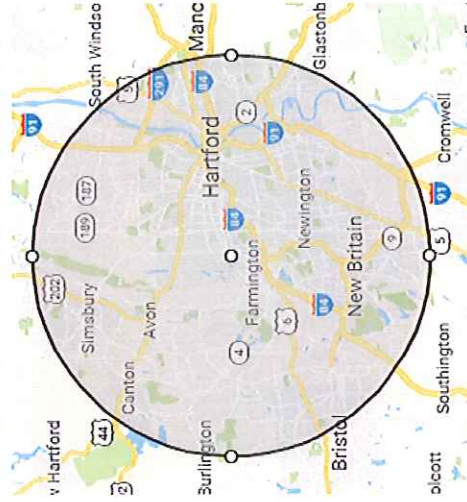
MARKET ANALYSIS – POPULATIONS WITHIN 15 MINUTE DRIVE

	Total Population	0-14	15-24	25-59	60+
Cornerstone	214,793	39,965	32,091	100,204	42,533
Glastonbury	69,939	11,951	8,250	32,580	17,158

**GLASTONBURY
MAIN STREET**



**WEST HARTFORD
CORNERSTONE AQUATICS CENTER**

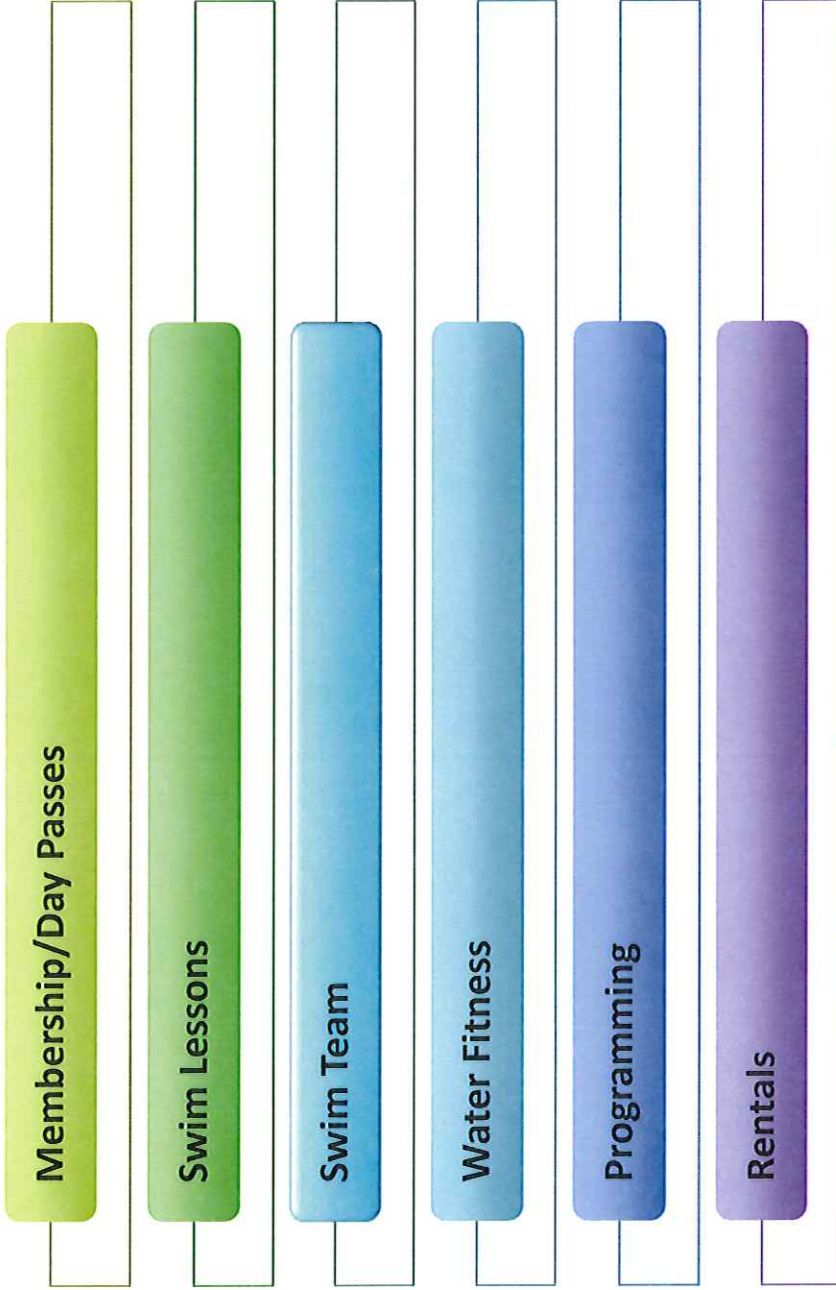


FACILITY EXPENSE SUMMARY

- Facility Staff
- Operating & Maintenance
- Utilities
- Program Expenses
- Chemical



POTENTIAL REVENUE SOURCES



POTENTIAL MEMBERSHIP RATES

Annual Membership Rates	Resident	Non-Resident
Individual - Adult	\$500	\$800
Double - 2 adults or 1 adult + 1 child	\$800	\$1200
Family (HH) – up to 5 people living in same residence	\$900	\$1400
Daily Rate – Adult/Child (under 12 y/o)	\$10 / \$5	\$15 / \$10

Potential Discounts for...

- Seniors
- Youth/Student
- Veterans/Military

PROJECTED REVENUE SUMMARY

	Year 1	Year 2	Year 3	Year 4	Year 5
Membership / Daily Revenue					
Option 1	\$293,644	\$303,283	\$313,127	\$323,401	\$334,010
Option 2	\$290,408	\$299,902	\$309,596	\$319,713	\$330,159
Option 3	\$312,449	\$322,715	\$333,207	\$344,149	\$355,448
Aquatic Programming Revenue					
Option 1	\$298,994	\$321,236	\$359,160	\$373,290	\$403,704
Option 2	\$310,794	\$334,216	\$374,152	\$389,031	\$421,059
Option 3	\$310,794	\$334,216	\$374,152	\$389,031	\$421,059
Total Revenue (Gross)					
Option 1	\$592,638	\$624,520	\$672,288	\$696,691	\$737,714
Option 2	\$601,202	\$634,119	\$683,748	\$708,745	\$751,218
Option 3	\$623,243	\$656,931	\$707,359	\$733,180	\$776,507

OVERALL SUMMARY (YEAR 1)

- Project Cost: \$15.7m - \$18.6m
- Annual Attendance: 38,000 - 40,000
- Total Revenue: \$616,529 - \$648,664
- Total Expense: \$1.0m±
- Operating Cash flow: \$373,000 - \$441,000
- Recapture Rate: 60% - 66%

OVERALL SUMMARY CONTINUED

	Year 1	Year 2	Year 3	Year 4	Year 5
Opt. #1 (\$15.7m)					
Recapture Rate	61%	61%	64%	64%	66%
Cash flow	(\$478,772)	(\$485,449)	(\$477,814)	(\$483,333)	(\$480,194)
Opt. #2 (\$14.4m)					
Recapture Rate	63%	64%	66%	66%	68%
Cash flow	(\$444,981)	(\$450,664)	(\$441,094)	(\$445,645)	(\$440,864)
Opt. #3 (\$18.6m)					
Recapture Rate	60%	60%	63%	63%	65%
Cash flow	(\$534,702)	(\$541,673)	(\$533,604)	(\$533,686)	(\$536,467)

GYMNASTICS FACILITY

- 10,500 SF (109 x 97)
- 20 foot ceilings
- Accommodate
 - Vaulting runway
 - Trampolines
 - Landing mats
 - Uneven bars
- 2018/2019 Budgeted REVENUE: \$191,100
- 2018/2019 Budgeted EXPENSES: \$183,500
- Capital Cost \$2.8M



End of presentation.

MOSER
PILON
NELSON
ARCHITECTS



Counsilman · Hunsaker
AQUATICS FOR LIFE

Town of Glastonbury, CT
Indoor Aquatic Facility Feasibility Study
May 28, 2019





Town of Glastonbury

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FAX (860) 652-7505

ITEM #5(A)
05-28-19 Meeting

Richard J. Johnson
Town Manager

May 24, 2019

The Glastonbury Town Council
2155 Main Street
Glastonbury, CT 06033

Re: Condition of Approval – Turning Lane – The Tannery

Dear Council Members:

When Flanagan's Landing (now The Tannery) was approved per the Adaptive Redevelopment Zone Regulation (ARZ) in August 2013, a Condition of Approval required review of left-hand turning movements to the entrance drive. This is the left-hand turn to the entrance drive to the apartment complex when heading southeast on New London Turnpike. The developer was required to post a performance bond subject to final review by the Legal Traffic Authority (Chief of Police) to ensure funding for additional widening of New London Turnpike or a dedicated left-hand turn lane. This Condition of Approval extended one year following issuance of the final Certificate of Occupancy. The one year ends this June.

As noted in the attached memorandum by Chief Porter, this matter has been monitored over the months and no issues with left-hand turns to the entrance drive are noted. Accordingly, no further expansion or turning lane construction is suggested.

Council action is not required, however, I did want to provide this update and have asked Chief Porter to attend Tuesday evening's meeting to review and respond to any questions.

Sincerely,

Richard J. Johnson
Town Manager

RJJ/sal
Attachment



Glastonbury Police Department
Chief of Police

To: Richard J. Johnson, Town Manager

From: Chief Marshall S. Porter

Date: May 23, 2019

Subject: The Tannery

The Traffic Unit has monitored traffic flow and left turn traffic at The Tannery over the past year, concentrating primarily on the evening rush hour period. There have been no issues or concerns regarding traffic collisions or congestion. Traffic waiting to turn left into The Tannery from New London Turnpike has not created a backup requiring a bypass turning lane. Accordingly, I do not recommend installation of a bypass turning lane.

RECEIVED
2019 MAY 24 AM 10:33
TOWN MANAGER



Town of Glastonbury

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FAX (860) 652-7505
ITEM # 6(A) (B) & (C)
05-28-2019 Meeting

Richard J. Johnson
Town Manager

May 24, 2019

The Glastonbury Town Council
2155 Main Street
Glastonbury, CT 06033

Re: Consent Calendar

Dear Council Members:

The following items are scheduled for Consent Calendar action on Tuesday evening:

a. Action to Transfer Uncollected Taxes to Suspense List

The Board of Finance, at its Wednesday, May 15, 2019 meeting, unanimously recommended a \$137,111.78 transfer of uncollected taxes to the Suspense List. This action will clear the books for financial reporting purposes but not relieve the tax liability or lessen collection efforts. The Collector of Revenue will continue efforts to collect these taxes. Suspense taxes collected are credited to the prior year tax account. Approximately \$91,775.06 in prior Suspense List taxes have been collected over the past year.

"BE IT RESOLVED, that the Glastonbury Town Council hereby approves the transfer of \$137,111.78 of uncollected taxes to the Suspense List as described in a report by the Town Manager dated May 24, 2019 and recommended by the Board of Finance."

Copies of the complete Suspense List can be forwarded upon request.

b. 2019 Neighborhood Assistance Act Program (NAAP)

This state program allows businesses to contribute monies to programs sponsored by municipalities and non-profit organizations. The contributions are eligible for state corporate tax credits (60%-100%) and federal tax credits of 100% of the value of the charitable donation. Local legislative approval is required by the NAAP. Proposals are reviewed by state offices and approved under program criteria. Program sponsors then seek business funding support. Maffe Foundation and Connecticut River Valley Chamber of Commerce have submitted the attached proposals for the 2019 program. A Council public hearing and action is required.

"BE IT RESOLVED, that the Glastonbury Town Council hereby schedules a public hearing for 8:00 p.m. on Tuesday, June 11, 2019 on the proposals submitted by Maffe Foundation and Connecticut River Valley Chamber of Commerce under the 2019 Neighborhood Assistance Act Program."

c. Proposed Amendment to Building Zone Regulations Text Amendment – Section 6.11, Accessory Apartments

The public hearing referenced below was originally scheduled for the June 11, 2019 meeting and is now suggested for the June 25, 2019 meeting. This will allow adequate time for the required review by the Capitol Region Council of Governments.

"BE IT RESOLVED, that the Glastonbury Town Council hereby schedules a public hearing for 8:00 p.m. on Tuesday, June 25, 2019 in the Council Chambers of Town Hall at 2155 Main Street on proposed amendments to Section 6.11 of the Building Zone Regulations – Special Permit for an Accessory Apartment Within a Single Family Dwelling, as described in a report by the Town Manager dated May 24, 2019 and as recommended by the Town Plan and Zoning Commission."

Sincerely,

Richard J. Johnson
Town Manager

RJJ/sal
Attachments

RECEIVED
2019 MAY 20 PM 3:11
TOWN MANAGER



Municipality: Glastonbury

Form NAA-01

2019 Connecticut Neighborhood Assistance Act (NAA)
Program Proposal

This form **must** be completed and submitted to your municipality for approval. All items **must** be completed with as much detail as possible. If additional space is needed, attach additional sheets. Please type or print clearly. See attached instructions before completing. **Do not submit this form directly to the Department of Revenue Services.**

Part I — General Information

Name of tax exempt organization/municipal agency: _____

Maffe Foundation

Address: 624 Hebron Avenue, Glastonbury, CT 06033

Federal Employer Identification Number: 20-1365653

Program title: Helping Low Income Students

Name of contact person: John Maffe Jr.

Telephone number: (860) 430-1977

Email address: maffefinancial@hotmail.com

Total NAA funding requested (\$250 minimum, \$150,000 maximum): \$ 150,000.00

Is your organization required to file federal Form 990 or 990EZ, Return of Organization Exempt from Income Tax?



Yes



No

If **Yes**, attach a copy of the **first page** of your most recent return.

If **No**, attach a copy of your determination letter from the U.S. Treasury Department, Internal Revenue Service.

Part II — Program Information

Check the appropriate description of your program:

100% credit percentage

- Energy conservation; or
 Comprehensive college access loan forgiveness (see Conn. Gen Stat. § 12-635(3)).

60% credit percentage

- Job training/education for unemployed persons aged 50 or over;
 Job training/education for persons with physical disabilities;
 Program serving low-income persons;
 Child care services;
 Establishment of a child day care facility;
 Open space acquisition fund; or
 Other (specify): _____

Description of program: _____

The Maffe Foundation proposes a program to provide financial assistance in the form of academic scholarships to low-income residents of the Greater Hartford res seeking higher education in vocational or traditional education. Individuals seeking to participate in this program must meet income requirements and complete an application.

Need for program: _____

According to the most recent statistics from the US BLS, the unemployment rate for Hartford County residents is 4.6% which is consistent with the state's unemployment rate. According to recent US Census data, Hartford County contains 8 municipalities (Hartford, New Britain, East Hartford, Enfield, Bristol, Windsor Locks, Plainfield and East Windsor) that rank in the top of poorest municipalities in the state with Hartford ranking #1. The Maffe Foundation seeks to positively impact the community by providing financial resources to those seeking higher education thus improving the economy and lowering unemployment rates in and around the city

Neighborhood area to be served: _____

The program seeks to service students in the Hartford Labor Market areas with a focus on East Hartford and Glastonbury students.

Plan to implement the program: _____

The Maffe Foundation will invest in community and business outreach via information sessions, community events, social media, and partnership with local non-profit organizations to solicit scholarship applications from members of the community looking to participate in the program. Applications will be reviewed by members of the Board of Directors and will be awarded to students based on their meeting the financial and academic requirements. Prior to awarding funds, the Maffe Foundation will enter into contracts with institutes of higher education to ensure their compliance with the program.

Timetable:

Program start date: 12/31/19

Program completion date: 12/31/21

The program completion date must not be more than two years from the program start date. A certified post-project review is due to the municipality overseeing implementation no later than three months after program completion date for all projects receiving \$25,000 or more in NAA funding.

Part III — Financial Information

Program Budget:

Complete in full. Expenditures must equal or exceed total funding.

Sources of Revenue:

NAA funds requested 150,000.00

Other funding sources - itemized sources:

a) _____

b) _____

c) _____

d) _____

Total Funding: _____

Proposed Program Expenditures:

Direct operating expenses - itemized description:

a) Tuition Scholarship \$150,000.00

b) _____

c) _____

d) _____

Administrative expenses - itemized description:

a) _____

b) _____

c) _____

d) _____

Total Proposed Expenditures: _____

Part IV — Municipal Information

To be completed by the municipal agency overseeing implementation of the program

Name of municipal agency overseeing implementation of the program: _____ Town of Glastonbury
Mailing address: _____ 2155 Main Street, Glastonbury, CT 06033
Name of municipal liaison: Durlene Mikkelson
Telephone number: (860) 652-7671
Fax number: (860) 652-7659
Email address: durlene.mikkelson@glastonbury.org

<p style="text-align: center;">Post-Project Review</p> <p style="text-align: center;">Is a post-project review required for this proposal?</p> <p style="text-align: center;"><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p style="text-align: center;">If Yes, date post-project review due:</p> <p style="text-align: center;">3/31/22 should funds be received _____</p> <p style="text-align: center;">Date</p>
--

e-Postcard Worksheet

Form 990-N

2015

For calendar year 2015, or tax year beginning 07/01/15, and ending 06/30/16

Name

Employer Identification Number

Maffe Foundation, Inc.

20-1365653

Note: Form 990-N can ONLY be filed electronically, and is filed in lieu of Forms 990 or 990-EZ, if eligibility is met.

The following items are required for a complete electronic submission:

- 1. Employer identification number (EIN), also known as a Taxpayer Identification Number (TIN) 20-1365653
- 2. Tax year 2015
- 3. Legal name of organization Maffe Foundation, Inc.

Mailing street address 624 Hebron Ave
 Room or suite number
 City or foreign province Glastonbury
 State or foreign country code CT
 Zip code 06033

- 4. Any other names the organization uses (Doing Business As)
- 5. Principal officer name John Maffe, JR
 Mailing street address 162 Cornerstone Drive
 Street address line 2
 City or foreign province South Windsor
 State or foreign country code CT
 Zip code 06074

- 6. Web site address if the organization has one
- 7. Organization's annual gross receipts are normally \$50,000 or less X
- 8. Organization is terminated or in the process of termination

RECEIVED

2019 MAY 20 PM 3:11

TOWN MANAGER



Municipality: Glastonbury

Form NAA-01

**2019 Connecticut Neighborhood Assistance Act (NAA)
Program Proposal**

This form must be completed and submitted to your municipality for approval. All items must be completed with as much detail as possible. If additional space is needed, attach additional sheets. Please type or print clearly. See attached instructions before completing. Do not submit this form directly to the Department of Revenue Services.

Part I — General Information

Name of tax exempt organization/municipal agency: _____

Connecticut River Valley Chamber of Commerce

Address: 2400 Main Street, Glastonbury, CT 06033

Federal Employer Identification Number: 06-0790227

Program title: Providing Academic Scholarships for Low Income Greater Hartford Residents

Name of contact person: Mary Ellen Dombrowski

Telephone number: (860) 659-3587

Email address: maryellen@crvchamber.org

Total NAA funding requested (\$250 minimum, \$150,000 maximum): \$ 150,000.00

Is your organization required to file federal Form 990 or 990EZ, Return of Organization Exempt from Income Tax?

Yes No

If Yes, attach a copy of the first page of your most recent return.

If No, attach a copy of your determination letter from the U.S. Treasury Department, Internal Revenue Service.

Part II — Program Information

Check the appropriate description of your program:

100% credit percentage

- Energy conservation; or
 Comprehensive college access loan forgiveness (see Conn. Gen Stat. § 12-635(3)).

60% credit percentage

- Job training/education for unemployed persons aged 50 or over;
 Job training/education for persons with physical disabilities;
 Program serving low-income persons;
 Child care services;
 Establishment of a child day care facility;
 Open space acquisition fund; or
 Other (specify): _____

Description of program: _____

The CT River Valley Chamber of Commerce proposes a program to provide financial assistance in the form of academic scholarships to low income residents of the Greater Hartford area seeking higher education in vocational programs at Stone and Goodwin College. Individuals seeking to participate in this program must meet income requirements and complete an application.

Need for program: _____

According to the most recent statistics from the US BLS, the unemployment rate for Hartford County residents is 4.6% which is consistent with the state's unemployment rate, also 4.6%. According to the US Census data, 11.6% of Hartford County residents live below the poverty level, higher than the state's level which is 10%. The largest demographic in this selection are females age 18-24. The Chamber of Commerce seeks to positively impact the community and those seeking higher education thus improving the economy and lowering unemployment rates in and around the city.

Neighborhood area to be served: _____

The CT River Valley Chamber of Commerce will invest in community and business outreach via information sessions, community events, social media, and partnership with local non profit organizations to solicit scholarship applications from members of the community looking to participate in the program. Applications will be reviewed by members of the Board of Directors and will be awarded to students based on their meeting the financial and academic requirements. Prior to awarding funds, the chamber will enter into contracts with institutes of higher education to ensure their compliance with the program.

Plan to implement the program: _____

The CT River Valley Chamber of Commerce will invest in community and business outreach via information sessions, community events, social media, and partnership with local non-profit organizations to solicit scholarship applications from members of the community looking to participate in the program. Applications will be reviewed by members of the Board of Directors and will be awarded to students based on their meeting financial and academic requirements. Prior to awarding funds, the chamber will enter into contracts with institutes of higher education to ensure their compliance with the program.

Timetable:

Program start date: 12/31/19

Program completion date: 12/31/21

The program completion date must not be more than two years from the program start date. A certified post-project review is due to the municipality overseeing implementation no later than three months after program completion date for all projects receiving \$25,000 or more in NAA funding.

Part III — Financial Information

Program Budget:

Complete in full. Expenditures must equal or exceed total funding.

Sources of Revenue:

NAA funds requested	<u>150,000.00</u>
Other funding sources - itemized sources:	
a) _____	_____
b) _____	_____
c) _____	_____
d) _____	_____

Total Funding: _____

Proposed Program Expenditures:

Direct operating expenses - itemized description:	
a) Tuition Scholarships	<u>\$150,000.00</u>
b) _____	_____
c) _____	_____
d) _____	_____
Administrative expenses - itemized description:	
a) _____	_____
b) _____	_____
c) _____	_____
d) _____	_____

Total Proposed Expenditures: \$150,000.00

Part IV — Municipal Information

To be completed by the municipal agency overseeing implementation of the program

Name of municipal agency overseeing implementation of the program: _____ Town of Glastonbury
Mailing address: _____ 2155 Main Street, Glastonbury, CT
Name of municipal liaison: Durlene Mikkelson
Telephone number: (860) 652-7671
Fax number: (860) 652-7659
Email address: durlene.mikkelson@glastonbury.org

<p style="text-align: center;">Post-Project Review</p> <p style="text-align: center;">Is a post-project review required for this proposal?</p> <p style="text-align: center;"><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p style="text-align: center;">If Yes, date post-project review due:</p> <p style="text-align: center;">3/31/22 if funds are received</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Date</p>
--

Form **990**

EXTENDED TO NOVEMBER 15, 2017
Return of Organization Exempt From Income Tax
Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)
Do not enter social security numbers on this form as it may be made public.
Information about Form 990 and its instructions is at www.irs.gov/form990.

OMB No. 1545-0047
2016
Open to Public Inspection

A For the 2016 calendar year, or tax year beginning and ending

B Check if applicable:
 Address change
 Name change
 Initial return
 Final return/terminated
 Amended return
 Application pending

C Name of organization: **CT RIVER VALLEY CHAMBER OF COMMERCE INCORPORATED**
 Doing business as
 Number and street (or P.O. box if mail is not delivered to street address) Room/suite: **2400 MAIN STREET**
 City or town, state or province, country, and ZIP or foreign postal code: **GLASTONBURY, CT 06033**

D Employer identification number: **06-0790227**

E Telephone number: **860-659-3587**

F Name and address of principal officer: **MARY ELLEN DOMBROWSKI**
SAME AS C ABOVE

G Gross receipts: **545,591.**

H(a) Is this a group return for subordinates? Yes No
H(b) Are all subordinates included? Yes No
 If "No," attach a list (see instructions)

H(c) Group exemption number

I Tax-exempt status: 501(c)(3) 501(c)(6) (insert no.) 4947(a)(1) or 527

J Website: **WWW.GLASTONBURYCHAMBER.ORG**

K Form of organization: Corporation Trust Association Other

L Year of formation: **1956** **M** State of legal domicile: **CT**

Part I Summary

Activities & Governance	1	Briefly describe the organization's mission or most significant activities. PROMOTE BUSINESS, ECONOMIC CLIMATE & ENHANCED QUALITY OF LIFE IN GLASTONBURY AND EAST HARTFORD.	
	2	Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets.	
	3	Number of voting members of the governing body (Part VI, line 1a)	3 29
	4	Number of independent voting members of the governing body (Part VI, line 1b)	4 29
	5	Total number of individuals employed in calendar year 2016 (Part V, line 2a)	5 5
	6	Total number of volunteers (estimate if necessary)	6 250
	7a	Total unrelated business revenue from Part VIII, column (C), line 12	7a 0.
	b Not unrelated business taxable income from Form 990-T, line 34	7b 0.	
Revenue	8	Contributions and grants (Part VIII, line 1h)	Prior Year: 128,654. Current Year: 146,964.
	9	Program service revenue (Part VIII, line 2g)	311,831. 350,056.
	10	Investment income (Part VIII, column (A), lines 3, 4, and 7d)	173. 162.
	11	Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)	51,646. 32,505.
	12	Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12)	492,304. 529,687.
	Expenses	13	Grants and similar amounts paid (Part IX, column (A), lines 1-3)
14		Benefits paid to or for members (Part IX, column (A), line 4)	0. 0.
15		Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)	303,435. 334,060.
16a		Professional fundraising fees (Part IX, column (A), line 11e)	0. 0.
		b Total fundraising expenses (Part IX, column (D), line 25)	0.
17		Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)	183,469. 215,324.
18	Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)	489,259. 551,252.	
19	Revenue less expenses. Subtract line 18 from line 12	3,045. -21,565.	
Net Assets or Fund Balances	20	Total assets (Part X, line 16)	Beginning of Current Year: 163,416. End of Year: 199,865.
	21	Total liabilities (Part X, line 26)	0. 0.
	22	Net assets or fund balances. Subtract line 21 from line 20	163,416. 199,865.

Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here: **MARY ELLEN DOMBROWSKI, PRESIDENT** (Signature) **11-14-17** (Date)

Paid Preparer: **MARK A. OSORA, CPA** (Print/Type preparer's name) **11-13-17** (Date) Check if not employed by firm **P00733996** (PTIN)
SHEPTOFF, REUBER & COMPANY, P.C. (Firm's name) **06-1026561** (Firm's EIN)
111 NEW LONDON TURNPIKE (Firm's address) **GLASTONBURY, CT 06033**
860-659-0357 (Phone no.)

SCANNED DEC 13 2017



Town of Glastonbury

2155 MAIN STREET • P.O. BOX 6523 • GLASTONBURY, CT 06033-6523 • (860) 652-7500
FAX (860) 652-7505

Richard J. Johnson
Town Manager

ITEM #7
05-28-2019 Meeting

May 24, 2019

The Glastonbury Town Council
2155 Main Street
Glastonbury, CT 06033

Re: Town Manager's Report

Dear Council Members:

The following will keep you up to date on various topics.

1. Small Cell Wireless Antenna

A question was recently asked on the installation of small cell wireless antenna equipment on utility poles located in the public right-of-way. These installations are coordinated by Cellco Partnership (Verizon Wireless). This was the topic of discussion at the October 23, 2015 Council meeting when Attorney Richard Smith of Robinson & Cole attended to describe the proposed installations and process. Attorney Smith represents Cellco in this matter. In 2015, 11± locations were cited along Hubbard Street, Main Street, Oak Street and Griswold Street. The placing of the small cell equipment on utility poles is regulated by the Public Utility Regulatory Authority (PURA). The process requires notice and consent by adjoining property owners. If such consent is not granted, the equipment cannot be installed without approval by PURA. A public hearing at PURA can also be requested by property owners.

In July of 2017, Council was advised of two additional locations along Manchester Road. With proposals to date, the Town has not opted to take intervenor status or to hold public information hearings. As I understand, aesthetics is not a factor considered by PURA. Additionally, if the equipment satisfies FCC standards, PURA cannot enact additional requirements. For equipment attached to existing utility poles within historic districts, there can be no further requirements promulgated by PURA.

At this point, I am not aware of additional proposed installations. This is not a Town project and again, the matter is regulated by PURA. When communication towers have been proposed in the past, small cell installations are often suggested as an option. Additional information can be provided as may be requested.

2. Western and Eastern Boulevard Parcels

As requested, signs are now located at the two parcels owned by the Town located off Western and Eastern Boulevard to help actively market these properties.

3. Communication Tower – Woodland Street

The Siting Council approved a monopole for the communication tower to be located at 63 Woodland Street – Cavanna property. The Town Council had requested a monopine. Action by the Siting Council recognizes the Town will be allowed to install public safety communications equipment at this location.

4. **Private Wells – Uranium**

The attached page updates the map forwarded at the May 14, 2019 meeting. This includes results of 30 parts or less.

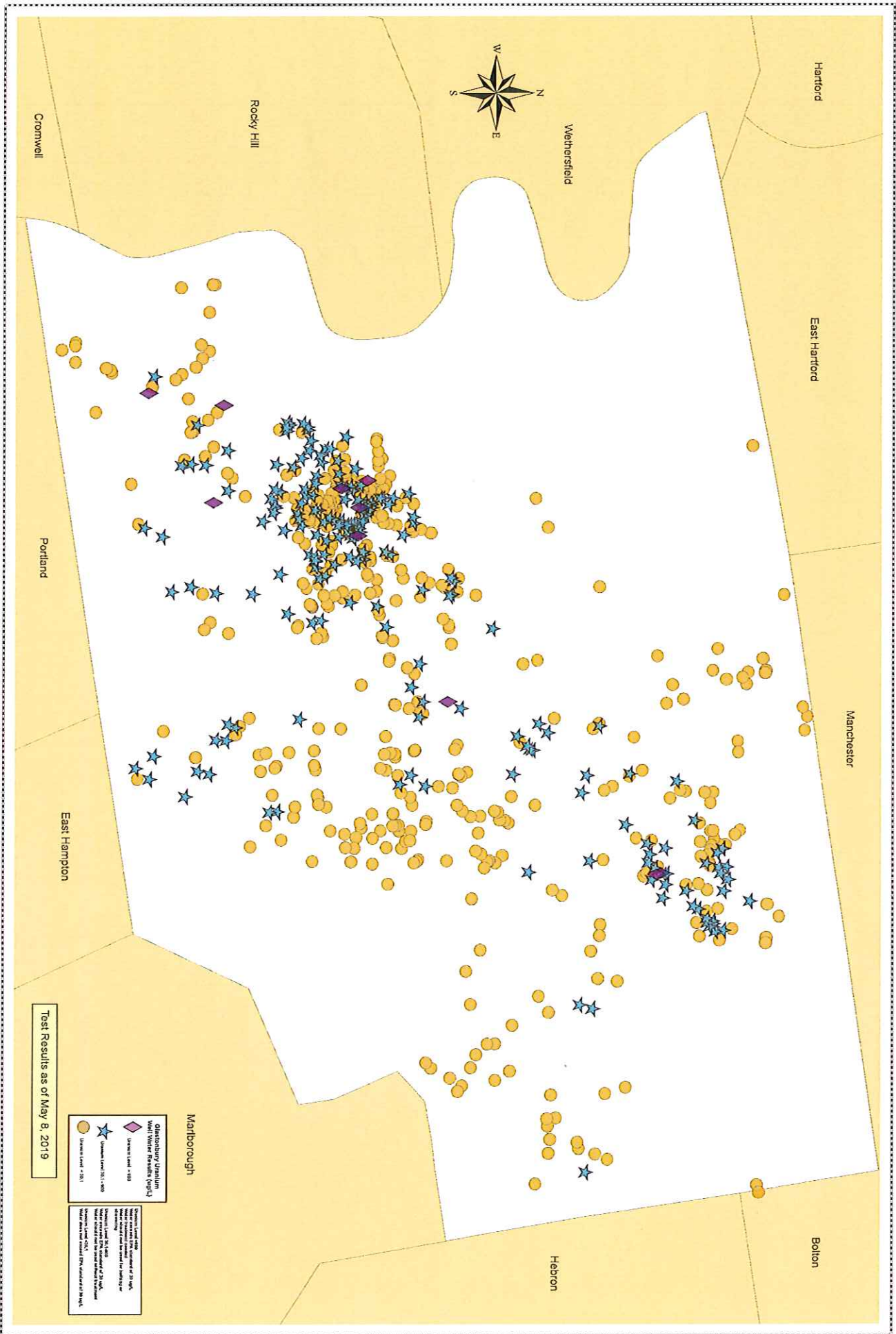
5. **Petition – Clinton/Linden Street**

The attached petition is received from property owners along Clinton and Linden Streets. Town staff and I have reviewed these topics and responded to all questions. This was much appreciated by the contact for the petition. The streets will be paved this summer. Speed monitor units will be placed to alert drivers of their speed and the Police Traffic Unit will also monitor rates of speed. I was asked to forward the petition for Council information.

Sincerely,

Richard J. Johnson
Town Manager

RJJ/sal
Attachments



Test Results as of May 8, 2019

Discretionary Uranium Water Results (ppb)

- Blue Star: Uranium level < 100 ppb
- Orange Circle: Uranium level $100 - 1,000$ ppb
- Purple Diamond: Uranium level > 100 ppb

Discretionary Uranium

Discretionary Uranium is a natural element found in rocks and soil. It is also found in groundwater. The amount of uranium in water is measured in parts per billion (ppb). The maximum contaminant level goal (MCLG) for uranium in drinking water is 30 ppb. The maximum contaminant level (MCL) for uranium in drinking water is 30 ppb. The MCL is based on the health effects of uranium, which are primarily related to kidney damage and cancer. The MCL is based on the health effects of uranium, which are primarily related to kidney damage and cancer. The MCL is based on the health effects of uranium, which are primarily related to kidney damage and cancer.

Petition for Road Replacement

The names listed on the attachment represent owners of homes on Clinton Street and Linden Street.

For generations these two streets were considered “The Cut through Streets” in order to bypass the congested intersection of Hebron Avenue and New London Tpke.

When the two “RoundABOUTs” were being constructed the traffic using “The Cut through Streets” went above and beyond. It was not just passenger cars but also many, many large trucks carrying heavy loads of gravel and other products used in the construction of the “RoundABOUTs”.

Needless to say all of this traffic has taken a severe toll on our streets. The extent of damage done to the streets cannot be fixed by just filling in pot holes which would only be temporary.

Since this is definitely the case, we are requesting the Town of Glastonbury take the initiative to make immediate arrangements with the Town Highway Department in order to have Clinton Street and Linden Street totally repaved.

On another note, the cars using “The Cut through Streets” primarily to save time do not obey the 25 MPH signs. To install speed pumps would discourage these people from driving over the speed limit. There are many young children who live on these streets and their wellbeing is of great concern to us especially when it comes to drivers who are distracted or driving too fast.

We realize there is going to be more construction to begin at the corner of Hebron Avenue and Linden Street. This is definitely of great concern to the homeowners on Clinton Street and Linden Street. It is imperative the Town of Glastonbury take into

consideration all that the residence have been going through for the past few years and draw up some guidelines for the company that is constructing the new building. It is definitely going to cause more upheaval for the residents and we are well aware that the construction company will plan on using Clinton Street and Linden Street to bring in all that is needed for the project.

When the roads have been repaved and the construction completed at the corner of Hebron Avenue and Linden Street would it be an option for the Town of Glastonbury to put in effect a limit on the size of trucks allowed on these streets?

The homeowners of Clinton Street and Linden Street would appreciate The Town of Glastonbury to consider the proposal presented to them.

Thank you very much.

Owners of Homes on Linden Street






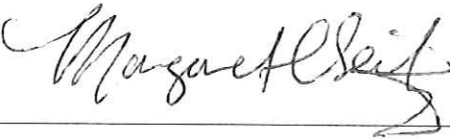

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2019 MAY 24 AM 10:16
TOWN MANAGER

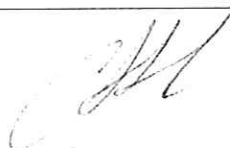

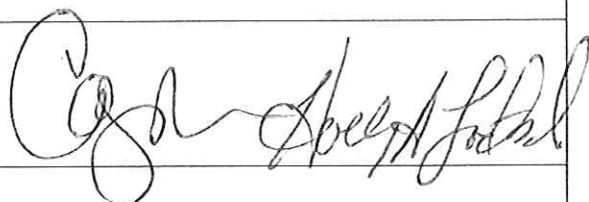

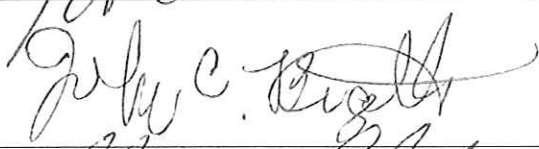


→ Bertha Bassette	7 Linden St.	
Gerald Satin	9-11 Linden St. ✓	<i>Gerald Satin</i>
Kathryn Cross	17 Linden St. ✓	<i>Kathryn Cross</i>
→ Thomas Cantone	25 Linden St.	
Vilma Ortega ✓	26 Linden St.	
Richard Ciarleglio	28 Linden St. ✓	<i>Richard Ciarleglio</i>
Christopher Van Proyen	32 Linden St. ✓	<i>Christopher Van Proyen</i>
Neal Thomassen	39 Linden St. ✓	<i>Neal Thomassen</i>
Carrie Cross	43 Linden St. ✓	<i>Carrie Cross</i>
Alberto Capece	50 Linden St. ✓	<i>Alberto Capece</i>

John Dysenchuk	53 Linden St.	
Shelley Jansen	57 Linden St. ✓	<i>Shelley Jansen</i>
Paul Foran ✓	58 Linden St.	
→ Anita Manuck	65 Linden St.	
→ Maria Blake	71 Linden St.	



Owners of Homes on Clinton Street

Clifford Lamb	21 Clinton St. ✓	
Riccardo Nicholas	28 Clinton St.	
Rethis Odysseus	34 Clinton St. ✓	
Donald Sanders	38 Clinton St. ✓	
Christine Bausmith	39 Clinton St. ✓	Christine Bausmith
Ricardas Paskevicius	45 Clinton St. ✓	
Terri Smith	50 Clinton St. ✓	
Margaret Seitz	52 Clinton St. ✓	
→ Fan Ying	56-58 Clinton St.	
John Allen McKeag	59 Clinton St. ✓	

	Christopher Stiepoek	62 Clinton St. ✓	
	Kristin Bietsch	71 Clinton St. ✓	 KB
→	William Scamuzzi	72-74 Clinton St.	
	Cassandra Angelo HOLLY A. FOETSCH	77 Clinton St. ✓	
	Christine Lukas ✓	84-86 Clinton St. ✓	Christe Lukas
	Robert Caisse	89 Clinton St. ✓	
	Vittorina Bigotto	96 Clinton St. ✓	 Vittorina Bigotto
	Gerald Satin	101 Clinton St. ✓	 Gerald Satin
	Nyles Irving	104 Clinton St. ✓	 Nyles Irving
→	Michael Turovac 860-988-0074	108 Clinton St.	

**GLASTONBURY TOWN COUNCIL
REGULAR MEETING MINUTES
TUESDAY, MAY 14, 2019**

The Glastonbury Town Council with Town Manager, Richard J. Johnson, in attendance, held a Regular Meeting at 7:00 p.m. at the Council Chambers of Town Hall, 2155 Main Street, Glastonbury, Connecticut.

1. Roll Call.

Council Members

Mr. Thomas P. Gullotta, Chairman
Mr. Lawrence Niland, Vice Chairman
Dr. Stewart Beckett III
Ms. Deborah A. Carroll
Mr. Kurt P. Cavanaugh
Ms. Mary LaChance
Mr. Jacob McChesney
Mr. George P. Norman
Mr. Whit C. Osgood

1. Roll Call.

(a) Pledge of Allegiance.

Led by Ms. Carroll

2. Public Comment.

Ms. Laura Levine of 12 Tanglewood Road expressed support of the plastic ban ordinance. She spoke to the 10 to 1000 years it takes for a plastic bag to decompose and the benefits gained by cities and towns who have already taken action. She said that based on her experience in Stop and Shop, she does not believe many will change their ways on their own.

Ms. Patricia Taylor, Director of Environmental Human Health, Inc., expressed support of the plastic ban ordinance. She spoke to the health issues from plastic micro particles and of the towns and cities that have already taken action.

Ms. Denise Weeks of 233 Hollister Way West, expressed support of the plastic ban ordinance. She said she was the liaison for livable communities and invited all about the upcoming event at the Riverfront Community Center.

Ms. Candice Maningas of 202 Indian Hill Trail, expressed support of the plastic ban ordinance saying that there is no question about the health issues related to plastics and all levels of government need to take action. She urged the Council to send it to public hearing and encouraged the fee on paper bags.

Ms. Tricia Matson of 61 Colton Road, expressed support of the plastic bag ordinance.

Janet Bryant of 248 Hollister Way West, expressed support of the plastic bag ordinance.

Ms. Audrey Beatty of 2025 New London Turnpike, expressed support of the plastic bag ordinance and felt that this was the least the town could do.

Mr. Luther Weeks of 233 Hollister Way West, expressed support of the plastic bag ordinance saying some grocery stores are doing it on their own. He said they should take action for the whole region to keep plastic out of their water.

Ms. Lexie Thompson of 252 Bluff Point Road, said that she is a high school student and they need to take action now for her future.

Ms. Laura Smith of 1459 Neipsic Road, said that she took environmental science this year and banning plastic bags is one small step to help the environment and reduce health risks.

Mr. Johnson said that the town was recognized as a bike friendly community and every four years, they must reapply. He said they were recently reaffirmed. Vice Chairman Niland read the resolution noting May as Bicycle month and the many benefits of cycling.

3. Special Reports.

None

Without objection, the next item was moved up due to audience interest.

8. Committee Reports.

(d) Policy and Ordinance Review Subcommittee.

1) Proposed Ordinance – Retail Checkout Bags. Proposed action, set public hearing.

Ms. Carroll said that they would like to send it to public hearing and solidify the timing of the proposed rollout after. She reviewed the options for the ordinance. Mr. Norman said he thought they were going to decide which option at this meeting before the public hearing. He said that

this would exclude the “pick-your-own” bags and called the effort collaborative. He asked about the state status. Mr. Johnson said that there are proposals and they are monitoring it.

Motion By: Dr. Beckett

Seconded By: Mr. Cavanaugh

BE IT RESOLVED, that the Glastonbury Town Council await the end of the legislative session to hold their public hearing in case there is progress on this issue at the state level, thus, June 11, 2019.

Disc: Chairman Gullotta said he wouldn't support it. Ms. LaChance expressed no concern with waiting a couple of weeks. Vice Chairman Niland said that they could hold the public hearing but not take action until later, if desired, but he favored having the public hearing earlier. Mr. McChesney said it made sense to wait. Mr. Norman didn't feel strongly but did favor waiting.

Result: Motion carries {6-3-0} with Chairman Gullotta, Vice Chairman Niland and Ms. Carroll opposing.

Motion By: Ms. Carroll

Seconded By: Dr. Beckett

BE IT RESOLVED, that the Glastonbury Town Council hereby schedules a public hearing for 8:00 p.m. on Tuesday, June 11, 2019, in the Council Chambers of Town Hall at 2155 Main Street to consider proposed new Town Code Chapter 13, Article V entitled “Ordinance Regarding Retail Checkout Bags” to include several options for the effective date of the proposed Ordinance per Section 13-66 – Effective Date as proposed by the Council Policy & Ordinance Review Subcommittee.

Result: Motion passes unanimously {9-0-0}.

4. Old Business.

(a) **Action on proposed Minor Amendment to Final Development Plan – enclosure for emergency standby generator – Glastonbury Glen PAD.**

Mr. Johnson reviewed his memo to the council on the subject dated May 10, 2019, noting that the developer is looking for some relief. Dr. Beckett said that he felt the enclosure should be 4-sided and 6' high and Chairman Gullotta concurred.

Motion By: Ms. Carroll

Seconded By: Dr. Beckett

BE IT RESOLVED, that the Glastonbury Town Council hereby approves a Minor Amendment to the Glastonbury Glen PAD Condition of Approval for the enclosure required for the emergency standby generator system and pump controls for a fenced in landscaped enclosure that is four-sided and 6' high, in lieu of the building structure now required by the original Conditions of Approval, with the landscape plan subject to review and approval by the Glastonbury Beautification Committee, as described in a report by the Town Manager dated May 10, 2019 and as recommended by the Town Plan and Zoning Commission.

BE IT FURTHER RESOLVED, that the Minor Amendment is subject to final review and approval by the Town Manager to include a maintenance and replacement plan for the vinyl fencing.

Result: Motion passes unanimously {9-0-0}.

5. New Business.

(a) Action on Capitol Region Council of Governments (CRCOG) Hazard Mitigation Plan.

Mr. Johnson reviewed his memo to the council on the subject dated May 10, 2019, noting that this is a requirement of FEMA. Mr. Norman asked about the process and if it was for both the town and residential properties. Mr. Johnson said that it is a public hearing process and typically there aren't citizens present but that it deals with town or private loss. Mr. Norman asked about how the town is aware of people with special needs. Mr. Mike Bisi, Superintendent of Sanitation, said that residents register with the town.

Motion By: Ms. Carroll

Seconded By: Dr. Beckett

BE IT RESOLVED, that the Glastonbury Town Council hereby adopts the attached Certificate of Adoption, Town of Glastonbury Town Council, for the Capitol Region Natural Hazard Mitigation Plan Update effective 2019 through 2024, as described in a report by the Town Manager dated May 10, 2019.

Result: Motion passes unanimously {9-0-0}.

(b) Action to Appointment of Auditors for the fiscal year ending June 30, 2019.

Mr. Johnson reviewed his memo to the council on the subject dated May 10, 2019, noting that this action is done every five years. Mr. Norman asked about cost and Mr. Johnson said that there is allowance for escalation in the contract.

Motion By: Ms. Carroll

Seconded By: Dr. Beckett

BE IT RESOLVED, that the Glastonbury Town Council appoints the firm of RSM US LLP to audit the books and accounts of the Town of Glastonbury for the fiscal year ended June 30, 2019, in accordance with applicable Town policies and as recommended by the Board of Finance.

Result: Motion passes unanimously {9-0-0}.

(c) Action to Appointment of Council Liaison(s) to Livable Communities.

Motion By: Ms. Carroll

Seconded By: Dr. Beckett

BE IT RESOLVED, that the Glastonbury Town Council hereby appoints Council Members Ms. Carroll and Dr. Beckett to serve as liaisons for the AARP Age-Friendly Livable Communities Program.

Result: Motion passes unanimously {9-0-0}.

Motion By: Mr. Osgood

Seconded By: Dr. Beckett

BE IT RESOLVED, that the Glastonbury Town Council hereby adds an item to the consent calendar proposed amendment to Building Zone Regulations for Accessory Apartments.

Result: Motion passes unanimously {9-0-0}.

6. Consent Calendar.

(a) Proposed Amendment to Building Zone Regulations Text Amendment – Section 6.11 Accessory Apartments

Motion By: Ms. Carroll

Seconded By: Dr. Beckett

BE IT RESOLVED, that the Glastonbury Town Council hereby schedules a public hearing for 8:00 p.m. on Tuesday, June 11, 2019 in the Council Chambers of Town Hall at 2155 Main Street on proposed amendments to Section 6.11 of the Building Zone Regulations – Special Permit for an Accessory Apartment Within a Single Family Dwelling, as described in a report by the Town Manager dated May 10, 2019 and as recommended by the Town Plan and Zoning Commission.

Result: Motion passes unanimously {9-0-0}.

7. Town Manager's Report.

Mr. Johnson reviewed his report to the Council dated May 10, 2019. Regarding Main Street paving, Dr. Beckett indicated it could wait a year. Regarding the uranium, he expressed support of the application for clean drinking water funding. Mr. Cavanaugh also indicated Main Street paving could wait a year and asked about the center line being taken up in North Glastonbury. Mr. Johnson said that they may be putting in the reflectors and said he would look into it. Vice Chairman Niland praised the passport renewal day. Ms. LaChance praised the proactive work on the water issue in town and appreciated reading the letters praising town staff. Mr. Norman said he went to the Glastonbury Fire Department recognition of 45 years of service for Jay Cofield. He spoke about the hike to remember, reminding people that every day, 22 veterans take their

lives. He asked if any neighboring towns were dealing with the uranium as it certainly wouldn't stop at the border. Mr. Johnson said he would look into it.

Mr. Osgood noted that the Western Boulevard intersection with Hebron Avenue needs work and Mr. Johnson said that they were aware. Mr. Osgood said that the CEA opposed the transfer of the teacher pension and requested that the Board of Education send that information to their distribution list. He asked how the water extension plans might change the ability to develop land. Mr. McChesney praised the Spring Fair at the boathouse. Vice Chairman Niland asked about the map of uranium in wells, specifically about those reported under 30. Mr. Johnson said that they have a map layer that shows that and he would get it out. Mr. Norman asked if the CEA letter would go to the Board of Education and Mr. Johnson said that they typically do but he would confirm.

8. Committee Reports.

(a) Chairman's Report.

None

(b) MDC.

Mr. Osgood said that the million dollar project is underway and they have moved to put the land on the market in September if they can't complete the current sale to the town.

(c) CRCOG.

Dr. Beckett said they have an update for GIS to support the towns and they are working on better data on building density.

(d) Policy and Ordinance Review Subcommittee.

**2) Proposed Ordinance – Tobacco and Nicotine Related Products –
Age Twenty-One Status Report.**

Ms. Carroll said that they have continued to work on a proposal they hope to bring to public hearing in June.

Mr. Osgood suggested they include the definition of old growth products in the proposed plastic bag ordinance.

9. **Communications.**

- (a) **Letter from Connecticut Education Association regarding Teachers' Retirement System (TRS).**
- (b) **Letter from CT Siting Council regarding modifications to existing telecommunications facility located at 58A Montano Road.**

10. **Minutes.**

- (a) **Minutes of April 9, 2019 Regular Meeting.**

Motion By: Ms. Carroll

Seconded By: Dr. Beckett

BE IT RESOLVED, that the Glastonbury Town Council hereby approves as submitted, the minutes of the meeting held April 9, 2019.

Result: Motion passes unanimously {9-0-0}

11. **Appointments and Resignations.**

None

12. **Executive Session.**

- (a) **Potential property acquisition.**
- (b) **Draft Terms and Conditions for sale of Town-owned land – Gateway area.**
- (c) **Personnel Matter – Town Manager.**

Motion By: Ms. Carroll

Seconded By: Dr. Beckett

BE IT RESOLVED, that the Glastonbury Town Council hereby enters into Executive Session at 8:14 pm, for the purpose of discussing a potential land and a personnel matter. In attendance will be Council members and the Town Manager for items (a) and (b) and Council Member only for item (c).

Result: Motion passes unanimously {9-0-0}.

Present for the Executive Session items (a) and (b) were council members, Mr. Tom Gullotta, Chairman, Mr. Lawrence Niland, Vice Chairman, Dr. Chip Beckett, Ms. Deborah A. Carroll, Mr. Kurt Cavanaugh, Ms. Mary LaChance, Mr. Jake McChesney, Mr. George Norman and Mr. Whit Osgood with Town Manager, Richard J. Johnson. Mr. Johnson left the meeting at 8:45pm as the Council addressed item (c).



Motion By: Ms. Carroll

Seconded By: Dr. Beckett

BE IT RESOLVED, that the Glastonbury Town Council hereby exits executive session at 9:00 pm.

Result: Motion passes unanimously {9-0-0}.

13. Adjournment

Motion By: Ms. Carroll

Seconded By: Dr. Beckett

BE IT RESOLVED, that the Glastonbury Town Council hereby adjourns their regular meeting of May 14, 2019, at 9:01 pm.

Result: Motion passes unanimously {9-0-0}.

Respectfully submitted,

Kimberly Meanix Miller
Kimberly Meanix Miller
Recording Clerk

Thomas Gullotta
Chairman

PLACE ON TOWN LETTERHEAD

CERTIFICATE OF ADOPTION
TOWN OF GLASTONBURY TOWN COUNCIL

**A RESOLUTION ADOPTING THE CAPITOL REGION NATURAL HAZARD MITIGATION
PLAN UPDATE, 2019-2024**

WHEREAS, the Town of Glastonbury has historically experienced severe damage from natural hazards and it continues to be vulnerable to the effects of those natural hazards profiled in the plan (e.g. *flooding, high wind, thunderstorms, winter storms, earthquakes, droughts, dam failure, and wildfires*), resulting in loss of property and life, economic hardship, and threats to public health and safety; and

WHEREAS, the Glastonbury Town Council approved the previous version of the Plan in 2014; and

WHEREAS, the Town of Glastonbury and Capitol Region Council of Governments developed and received conditional approval from the Federal Emergency Management Agency (FEMA) for the Natural Hazard Mitigation Plan Update, 2019-2024 under the requirements of 44 CFR 201.6; and

WHEREAS, public and committee meetings were held and public input was sought in 2017 and 2018 regarding the development and review of the Natural Hazard Mitigation Plan Update, 2019-2024; and

WHEREAS, the Plan specifically addresses hazard mitigation strategies and Plan maintenance procedure for the Town of Glastonbury; and

WHEREAS, the Plan recommends several hazard mitigation actions/projects that will provide mitigation for specific natural hazards that impact the Town of Glastonbury, with the effect of protecting people and property from loss associated with those hazards; and

WHEREAS, adoption of this Plan will make the Town of Glastonbury eligible for funding to alleviate the impacts of future hazards; now therefore be it

RESOLVED by the Town Council:

1. The Plan is hereby adopted as an official plan of the Town of Glastonbury;
2. The respective officials identified in the mitigation strategy of the Plan are hereby directed to pursue implementation of the recommended actions assigned to them;
3. Future revisions and Plan maintenance required by 44 CFR 201.6 and FEMA are hereby adopted as a part of this resolution for a period of five (5) years from the date of this resolution.
4. An annual report on the progress of the implementation elements of the Plan shall be presented to the Town Council.

Adopted this _____ day of _____, 2019 by the Town Council of Glastonbury, Connecticut

Town Manager

IN WITNESS WHEREOF, the undersigned has affixed his/her signature and the corporate seal of the Town of Glastonbury this _____ day of _____, 2019.

Town Clerk