



Knowing the Past
and Guiding the Future

Town of Glastonbury

Annual Report 2007-2008





Knowing the Past and Guiding the Future



Dedication

Charles L. Monaco

February 10, 1930 – May 8, 2008

Charles L. Monaco was someone who always had the best interest of Glastonbury at heart. Charles, better known as “Charlie” to all the towns’ people, was a proud life-long resident of Glastonbury. He “was well-respected not only on the council, but also by the (zoning board of appeals). He was a successful businessman and a very important part of Glastonbury’s contemporary history.” Charlie was an honest and good man who did what he could to make Glastonbury a place people wanted to live.

Charlie, and his wife Doris, raised their three children in the town of Glastonbury. Charlie started working in the family automobile business at the age of twelve, retiring in his later years as dealer principle of Monaco Ford. In his early years he worked a second job driving a school bus for the Town of Glastonbury, and was also chief mechanic and inspector of bus safety. He was also employed by the Glastonbury Police Department as a patrolman and detective throughout his nineteen years of service with the department.

As a citizen of Glastonbury, Charlie participated in Civic and youth activities. Charlie’s political career started on the Zoning Board of Appeals, which he served for sixteen non-consecutive years. He also served on the Town Council for eleven years (some served as chairman). In 1997 he was awarded Glastonbury Democrat of the Year.

Among many of his accomplishments, he was one of the original founders and a charter member of Glastonbury Volunteer Ambulance. He founded and organized the Hartwell Soccer Club in the early 1970’s and served as its president for eight years. He was also a member of the Central Connecticut Officials Association and the United States Soccer Federation. He officiated many high school soccer games around the state. Charlie was a very busy man within the town, but always found a way to spend time with his family.

He has been recognized for his dedication to Glastonbury by many of the town’s organizations. Some of these awards were presented to him by: Hartwell Soccer Club, Glastonbury Rotary Club, Glastonbury Grange, Daskam-Columbia Lodge No. 25, Town of Glastonbury, and The Zoning Board of Appeals.

Charlie truly served the Town of Glastonbury through his entire lifetime. He leaves this town a better place to live not only for his family and friends, but also for the entire community.

Christine M. Monaco
Granddaughter

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Annual Report 2007-2008**

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Glastonbury Town Council 2007-2009
(Front Row): Barbara C. Wagner, Carolyn M. Treiss, Susan Karp, Chairman, Carol H. Ashlschlager, Vice Chairman, and Marti Curtiss
(Back row): Timothy P. Coon, Kurt P. Cavanaugh, Stewart "Chip" Beckett III, and Whit C. Osgood

Knowing the Past and Guiding the Future



Susan Karp

Our Town Facts & Figures

Location

Glastonbury is located ten miles southeast of Hartford, southerly of Route 3 and easterly of the Connecticut River and Interstate 91. It is served by the Hartford County Regional Planning Agency and the Capitol Region Council of Governments.

Area

52.5 square miles, 33,600 acres.

Population

Approximately 33,500

Land Use

Principally residential (approximately 60% of land area) with suburban to rural densities, geographically compact commercial/employment district (approximately 15%) and significant open space comprising of water company, State forest and Town lands (25%).

Form of Government

Town Council, Town Manager, Board of Finance.

Town Hall

2155 Main Street
Glastonbury, Connecticut 06033
Located one quarter mile south of Hebron Avenue on the west side of Main Street.

Tax Rate

29.05 mills July 2009

Number of Voting Districts

Eight

Net Grand List

On October 1, 2008
\$4,105,603,530

State Representatives

Thomas Kehoe (D)
240-8585

Jason Rojas (D)
240-8585

State Senator

Mary Ann Handley (D)
240-8600

U.S. Congressman

Rob Simmons (R)
886-0139

John Larson (D)
278-8888

U.S. Senators

Joseph Lieberman (D)
240-3566

Christopher Dodd (D)
240-3470

Town Government

Town Manager
Richard J. Johnson

Town Council

Susan Karp, Chairman
Carol H. Ahlschlager, Vice Chairman
Stewart (Chip) Beckett III
Kurt P. Cavanaugh
Timothy P. Coon
Marti Curtiss
Whit C. Osgood
Carolyn M. Treiss (resigned April 2009)
Barbara Wagner
Robert J. Zanlungo Jr.

Our Town Message from the Chairwoman

Dear Residents:

It is my pleasure to report on another successful year for the Town of Glastonbury as we continue to strive to provide the best services, take advantage of all efficiencies and respond to the changing needs of our residents. The year has been highlighted by the completion of several projects, a continued focus on energy conservation, land acquisition, appropriate economic development and excellent education. We remain committed to long term planning, strong fiscal policies and improved responsiveness to our residents. As our priority is always to ensure that Glastonbury is a great place to live, work and play, we were very proud to be recognized throughout our region and our state as an outstanding community.

We were pleased to see the opening of Nayaug Elementary school in South Glastonbury as the Town and the Board of Education worked together to provide the needed facilities for our excellent education system. Our commitment to all town facilities continues as we are recognized as a regional leader in energy conservation and green initiatives making changes both big and small to be environmentally sensitive and to save money. In addition, we were proud to work with many towns in the Hartford region on projects to further improve services while achieving cost effective solutions.

With our long standing commitment to strategic land acquisitions, we were

successful in acquiring 140 acres of land including the historic Slocomb property in South Glastonbury, an important link to natural resources and Glastonbury's manufacturing history. We also purchased the Arbor Acres site in East Glastonbury and several other parcels. In addition, funds have been allocated to improve access to many town owned properties for enjoyment by our residents.

As land use decisions are critical to our future success, The Plan of Conservation and Development was formally adopted establishing our goals for the next ten years. We continue to protect open space and natural resources while responding to the needs of our community. With continued focus on a vibrant, successful downtown a traffic study was completed to analyze options to best meet the needs of our pedestrians, bicyclists and motor vehicles. Improvements have been made to lighting, crosswalks and signage. Working with business owners, community groups and planning professionals we will continue to make the best decisions to ensure the economic vitality of our downtown area while maintaining its charm and historic significance. The development of the medical office complex in North Glastonbury provides convenient services to our residents as well as important revenue to our town.

With a community of 33,000 people, we face the constant challenge of providing

residents with information and also making it easy to receive valuable input. Work is nearly complete on an improved town website allowing for online transactions with Town Departments, access to forms, maps and pertinent links. The new site will also provide important updates, notices of upcoming meetings, historical information, budget documents and direct communication with town officials. These changes in conjunction with town publications, fact sheets, and an improved public hearing process enable us to provide information more quickly and accurately.

We are very proud of the cooperative, innovative approach to operations that has led to excellent, efficient results. As always, I extend my sincere thanks to our outstanding town and education staff as well as the hundreds of residents who volunteer their time, energy and talents to better our town. Our success is largely due to your efforts and I am confident that by working together we will continue to provide the best for residents of all ages. We will be well prepared to face the challenges of the future. It is truly my privilege to work with you. Thank you.

Sincerely,

Susan Karp
Chairwoman, Glastonbury Town Council





Knowing the Past and Guiding the Future

Richard J. Johnson

Our Town Town Manager's Report

Dear Glastonbury Resident,

The past year was again highly successful in Glastonbury and I am pleased to have this opportunity to comment on a number of our successes and accomplishments.

- Nayaug Elementary School opened for the 2007-2008 school year. This new elementary school for grade K-5 students was completed approximately \$1.4 million below budget. Work on the high school renovations and additions project was also completed on time and within budget.
- Glastonbury's financial condition remains very strong. Standard & Poor's reaffirmed the Town's AAA credit rating. The Government Finance Officers Association again recognized Glastonbury for Excellence in Financial Reporting and Distinguished Budget Presentation. Fiscal year 2008 ended with a \$3.9 million gain in operations.
- Land acquisition and preservation continues as a high priority. Over the past year the Town purchased approximately 140 acres for open space, environmental protection, outdoor recreation, historic preservation and similar purposes. Thanks to ongoing resident support, Glastonbury is recognized statewide for land acquisition and preservation.
- Efforts continue to identify and secure grant assistance for Town programs, services and projects. Over the past year Glastonbury received or secured approval for over \$6 million in state and federal funding assistance. A number of additional funding requests are now pending with grant agencies.
- Glastonbury programs and services received state and national recognition over the past year.
 - *Hartford Magazine* rated Glastonbury #1 in a survey of Greater Hartford communities.
 - Town Hall was awarded the EPA Energy Star rating for energy efficiency initiatives.
 - Loss control programs received statewide recognition.
 - Police Department was awarded State Reaccreditation to complement longstanding national accreditation.

- Glastonbury ranked highly in the statewide Community Clean Energy Program.
- Welles Turner Library achieved a 96% national Public Library.
- Economic development successfully continued over the past year totaling approximately 400,000 s.f. of new and renovated space including retail, office and medical office improvements.
- Care and maintenance of the town's infrastructure continues. The Town's highly successful Capital Program allows for a proactive approach to maintaining and improving Town buildings and facilities. A number of projects were completed on time and within budget over the past year, with others such as renovations and improvements to the Wastewater Treatment Plant, new sidewalk construction, Bell Street Bridge reconstruction, park improvements and others underway.
- Ongoing initiatives include energy conservation and Green Initiatives, effective loss control practices for Town operations, cost saving and customer service improvements throughout Town operations, marketing and economic development of the town owned Gateway site, continued planning for the Riverfront Park project and others.

In closing, I want to thank all those who help make the successes and accomplishments described throughout this report possible. My thanks to members of the Town staff who work each day to provide top quality programs and services. A thank you also to the Town Council for their continued support of town programs and services, and to the many others who contribute their time and talents to help make Glastonbury a special community.

Sincerely,

Richard J. Johnson
Town Manager



Peter Alter

Our Town Probate Court

The Glastonbury Probate Court has maintained its long-standing tradition and commitment of serving the citizens of our community with compassion, efficiency and fairness. Every effort has been made to continue the high standards of this Court as established by Judge Donald Auchter and Judge Donald Hamer. As our community grows and becomes more diverse, the demand for services of the Court in children's matters and elder law matters has grown. The Court seeks better ways to deliver its services in a personal and timely way to members of our community who are in need.

For the 2007-2008 Fiscal Year the Court handled the following probate hearing matters: Decedent's Estates 159; Adoptions 20; Guardianships 11; Custody 2; Conservatorships 16; Persons with Developmental Challenges 4; Name Changes 24. There were 258 new cases opened and 249 pending matters were closed. Processed were 1,826 passport applications indicating that the peak period for passport applications has finally passed.

Our Court has undergone significant personnel changes. Esther Buffington, the Court Clerk, retired after 10 years of dedicated service to our community. Pat Kepler retired after 17 years of commitment to her responsibilities as an Assistant Clerk. Glastonbury is fortunate to have Mary MacGregor to succeed to the position of Court Clerk after five years as an Assistant Clerk. In addition, Lori Crandall Macri, a legal assistant with many years of professional experience, has joined the Court staff as the Assistant Clerk.

My staff and I take advantage of educational training. Last year I attended 16 hours of continuing educational training. Mary M. MacGregor earned 16 hours of professional training and Lori Crandall Macri earned 13.5.

In addition, I was pleased to act as the moderator and a presenter of a program for all Probate Court Judges and Clerks on the subject of insolvent estates. I also co-authored a revised directory for all Courts regarding the Probate Court's role in Life-Sustaining Medical Treatment and End of Life Planning Decisions. These materials were presented to the Connecticut Probate Assembly and adopted for use in all Probate Courts in Connecticut.

Our court continues with its program of late hours every Tuesday evening, with the court open until 7 pm for the convenience of Glastonbury residents. I am pleased to report that every Tuesday evening since I initiated this program, people have come to the Court to complete Probate business or process passport application materials. The mandate that requires most travelers leaving the United States to have an active passport continues in effect. My Clerks have proven to be extraordinarily knowledgeable and helpful in assisting people through this process.

There are many significant changes occurring in the Connecticut Probate System. Earlier this year a new Probate Court Administrator, Judge Paul Knierim of Simsbury, was appointed by the Chief Justice of Connecticut. The system in which almost every

community in Connecticut is served by a local court will likely be modified due to the financial strains that have been imposed on our Probate Courts. While the Glastonbury Probate Court is financially sound and self-sustaining, many Courts in Connecticut are not. The Probate Assembly took decisive action at its year-end meetings to address this crisis. Many innovations and fiscal changes are necessary for the system to survive. I fully support the changes that will protect the existence of Courts, such as Glastonbury, that will continue to fulfill important needs in our community. While continuing our Court's commitment to timely, personal service, I voted with a majority of judges to reduce the compensation of Probate Judges in order to make the entire system more financially sound. My years of service as the Probate Judge for our community, has only increased my belief in how important the Court is to our citizens in times of great personal and family distress. It is far more important to preserve the Probate System than to protect any Probate Judge's personal benefits.

Our Court facilities are excellent. The Donald F. Auchter Conference Room continues to provide those attending a hearing appropriate space and, most importantly, privacy.

The Court continues to strive to better serve our community through considerate, efficient and timely efforts. I am in the court on a daily basis and greatly appreciate the opportunity to continue to serve as the Probate Judge for the Town of Glastonbury.



Knowing the Past and Guiding the Future



Our Town Town Attorney

As the Town Attorney during the past year, Shipman & Goodwin LLP has advised and represented the Town in many diverse matters. We have rendered oral and written legal advice and opinions to the Town Manager, the Town Council and Town officers and staff and departments, boards and commissions on legal issues facing the Town. We have reviewed, negotiated and approved numerous contracts for goods and services. We have represented and defended the Town's interests in litigation, arbitration and other similar proceedings.

Shipman & Goodwin LLP continues to work with the Town in its acquisition of real estate and development rights, which has increased the amount of open space in Town. Another area in which we have been involved is construction project related issues, including contractor, architect and other consultant related matters. Shipman & Goodwin LLP assisted the Town with several real estate tax appeals. We continue to vigorously represent the Town in Freedom of Information matters, in both litigation before the Commission and appeals to the Superior Court. We have consulted with the Town on contract matters and provided counsel to the Town on various employment issues.

We appreciate the great working relationship with the Town's officials and staff that has developed over the past three years and will continue to strive to help the Town meet all of its legal goals and objectives.

Our Town Board of Education

The Glastonbury Public School System has been recognized for educational excellence and student achievements. Our school system continues as a leader in the field of education which can be seen through our priorities and our willingness to support initiatives that benefit both students and staff. We believe in the value of education for every child and challenge each student to reach his or her potential. Our mission is to educate students and prepare them in a safe, supportive, and dynamic environment to think critically, communicate effectively, and act ethically and responsibly.

Third Generation Strategic Plan 2006-2007

During the 2005-2006 school year we completed the third generation of our Strategic Plan. The following three goals will continue to be our focus during the next four years:

Goal 1: Continue to promote high achievement for both students and staff by improving PreK-12 instruction through:

- ongoing curriculum development, integration and refinement
- critical integration of technology
- district-wide assessment of learning

Goal 2: Develop a comprehensive and responsive district communication plan that will facilitate:

- effective exchange and communication among parents, students, faculty and administration
- effective communication between district and community at large
- meaningful and relevant communication among all constituents

Goal 3: Strengthen staff development and professional collaboration in order to support:

- the attainment of the Glastonbury mission and goals
- the recruitment and retention of outstanding educators and staff
- the improvement of student achievement

Noteworthy Accomplishments in 2006-2007

Each year brings new excitement and noteworthy accomplishments to our system. Our plans for the opening of a new elementary school in the 2007-2008 school year have moved forward on schedule and on budget. During this year we are planning for the transfer of 1000 elementary school students to new schools, as well as the transfer of numerous elementary teachers.

A new district-wide Health and Wellness Policy was adopted this year. We are committed to providing a healthy and safe learning environment that promotes and protects children's health, well-being, and ability to learn by supporting healthy eating and physical activity. In furtherance of this policy, the Glastonbury Board of Education created a Wellness Advisory Council to review state and federal guidelines on wellness issues and to assist in formulating recommendations for specific goals and plans aimed at promoting lifelong wellness practices among district students.

GHS Addition/Renovation Project

We entered the third and final year of the additions and renovations to our

high school. This complex \$48 million dollar project (\$36 million after state reimbursement) is on target to be completed for the 2007-2008 school year.

Quality Staff

A key component to quality education is the development and maintenance of quality teaching and administrative staff. Our search for the best of the best has always been a priority in our system. All potential candidates go through a rigorous and demanding interview and selection process and frequently comment that they chose Glastonbury after meeting our impressive teaching and administrative staff. The value of high quality teachers and administrators is indisputable. We will continue through university partnerships, outreach efforts and recruitment to secure the finest staff and administrators for Glastonbury.

Glastonbury High School Graduate Plans – Class of 2007

Over 93% of the Class of 2007 enrolled in either 2-or 4-year colleges or universities. Over 40% of the Class of 2007 enrolled in 2-or 4-year colleges/universities within Connecticut. Top schools our students will attend include: Boston College, Boston University, Brown, Cornell, Dartmouth, Georgetown, Harvard, Holy Cross, Johns Hopkins, New York University, Trinity College, Tufts, Williams, and Yale.

Participation in Interscholastic Sports

Approximately 45% of Glastonbury High School students participated in

the athletic program during the 2006-07 school year with a total of 1,450 athletes participating in the overall program. This total reflects students who have participated in two and three sports. Nine of our teams were Central Connecticut Conference Champions and 157 varsity athletes were named to the All-Conference Team. In addition, 440 varsity athletes were named to the All-Academic Team for earning a varsity letter while maintaining a 3.0 grade point average or higher during their season. Sixty-three varsity athletes were recognized as All-State in their sport and 22 varsity athletes were recognized as All-New England. We also had 10 varsity athletes receive All-American honors. Two teams were Class LL State Champions: Girls' Indoor Track and Girls' Outdoor Track.

Graduation Requirements for the Class of 2007

Graduation requirements for the Class of 2007 include the completion of 21 credits and defined student performance expectations in reading, writing, math problem solving and requirements related to technology.

Test Results

Ninety-six percent of Glastonbury High School's 2007 graduates took the SATs (Scholastic Aptitude Tests) and this rate of participation was far above the state and national averages. GHS Verbal and Math SAT averages continue to be above state and national means. The Verbal mean score of 550 and the Mathematics mean score of 568 are also far higher than the Connecticut and the national average scores.

The Connecticut Mastery Tests (CMT)

scores for grades six and eight and the Connecticut Academic Performance Tests (CAPT) in grade 10 are also consistently strong. Growth in student achievement is also evident in other areas. For example, more than 1,000 students play a musical instrument which represents a 35% growth over the past six years. Ninety-five percent of Glastonbury students are enrolled in foreign language instruction. GHS CAPT-Science achievement ranked 3rd in the State and 1st in our District Reference Groups (DRG) in the physical science strand, and 8th in the State and 4th in our DRG in the life science strand. The number of students taking AP History and AP Psychology has grown. Students' mean score taking the U.S. History SAT II was 675 as compared to the national mean score of 601 and the Connecticut mean score of 632. Students received recognition and awards for videos/films at local, regional, state, and New England film festivals.

Magnet School Programs

The East Hartford-Glastonbury K-5 Magnet School, one of the first magnet schools in the state, has maintained its strong program of science, technology and global studies with a focus on the language and culture of Japan; 111 students from Glastonbury are attending this school during the 2006-2007 school year.

Two Rivers Middle Magnet School is a five town science and technology magnet, located in East Hartford. During the 2006-2007 school year, Glastonbury has 79 sixth, seventh, and eighth graders attending this unique magnet school.

(continued on page 10)



Knowing the Past and Guiding the Future



Parks and Recreation

(continued from page 9)

Glastonbury High School has 43 students that have chosen the unique option to attend one of the following magnets, Greater Hartford Academy of Math and Science, the Greater Hartford Academy of the Arts, and Great Path Academy at Manchester Community College.

Safety and Security

Glastonbury High School, Smith Middle School, and Gideon Welles School have security guards that monitor anyone entering the building. Elementary schools are equipped with security cameras that allow us to monitor both interior and exterior areas of the schools. Our buses are equipped with security cameras and a device that requires drivers to walk to the back of the bus to disengage a buzzer before they are able to remove the keys from the ignition.

Keeping our children safe and ensuring that we have the knowledge, tools, and capacity to protect them in the face of crisis, natural disaster or acts of terrorism is a shared responsibility. A comprehensive Crisis Management Plan and Incident Protocol Guidelines are in place.

The Parks and Recreation Department and Fine Arts Commission continue to provide a wide variety of recreation opportunities, which work to enhance the quality of life in Glastonbury. Town sponsored programs, public parks and open space work together to meet the diverse needs and interests of the community and its members.

Several significant park and facility improvements were completed. An access drive and 15 space parking lot were constructed at the 81 acre Blackledge Falls Open Space area. Eastbury Pond, the Town's only natural public swimming area, was dredged, the beach was refurbished, and the handicapped accessible fishing pier was rebuilt. Both projects were completed by Town staff from the Parks & Recreation and Highway divisions with volunteer assistance from Jack Casella of Casella Custom Excavating. A new irrigation pump station was installed at the Town owned 9-hole Minnechaug Golf Course. The course's operator, MDM Golf, Hamden, CT, completely renovated the clubhouse and opened Gina's Brick Oven Pizza. In October, work was completed on the construction of a new synthetic turf field (football, lacrosse, and field hockey) and running track at the high school. Plans are being made to build a new concession stand at the field, with volunteer support and significant funding to be provided by the Glastonbury Rotary Club and other members of the community. Plans are also being made to install a new press box.

The Department continues to partner with a variety of supportive organizations



and the State of Connecticut in order to make both program and facility improvements. The Glastonbury Gymnastics Club Parent's Organization donated over \$42,000 for the purchase of new gymnastics equipment including a new spring floor, tumble track, landing mats, uneven bars and balance beams. The Teen Center program was able to purchase the DDR Group Fitness System and a Wii with funds donated by GLAD, the Town's Substance Abuse Prevention Council, and the George H.C. Ensworth Foundation. A \$3,500 grant from the America-the-Beautiful Program was received to help the Town care for its urban forest trees. A \$50,000 Recreation Trails Grant was received to fund construction of a trail connection between the Riverfront Park and Town Hall. A total of \$1,735,000 in grant funds was awarded by the State to help fund the design, permitting, and construction of Phase 2 of the Riverfront Park. As envisioned, the project has the potential to include a river walk, scenic overlook, boathouse, boat launch, picnic areas,

restroom building, children's playground, basketball court, open lawn areas, and an ice skating area. Lastly, the Town was also awarded a \$600,000 grant to assist with the development of a one-mile, off-road, multi-purpose trail which will link Bell Street to the Smith Middle School via the Addison Bog and Woodlands property. All of the above referenced assistance is indicative of the high level of public support for recreation in Glastonbury.

Special events continued to be one of the highlights of the year. They are many and varied. Santa's Run, the 3.5 mile road race co-sponsored with Quality Name Plate and New Alliance Bank, continues to be a well attended family holiday tradition in Glastonbury. The annual Fishing Derby, Hershey's Track & Field Program, Senior Citizen's Picnic, Town Band Concerts, Children's Holiday Performances, Summer Music Festival, school vacation ski trips, and Pooch Pageant continue to be well received.

Other programs, for residents of all ages, are as varied as the interests of the town's

population. The outdoor swimming areas, Eastbury Pond and Addison and Grange pools, continue to be popular destinations during the dog days of summer. Numerous competitive sports opportunities are offered for youth and adults alike including tennis lessons, junior team tennis, swim team, youth basketball, co-ed soccer, men's, women's and co-ed softball, gymnastics and volleyball. Opportunities that contribute to a healthy lifestyle include aqua fitness, adult exercise class, aerobics, pilates, yoga, senior citizen exercise and fun runs.

New programs include Fall Tennis lessons, ZUMBA, the Aquatics Fitness Challenge, and several Skyhawks Sports Camps for youth. "Friday's are Special", a social recreation program for residents ages 16-adult with special needs, was started once a month at the Teen Center. The program has expanded to include off-site adventures and operates year-round. Both the summer playground and mini-camps were expanded by opening programs at the new Nayaug Elementary School. The Glastonbury Basketball Association



expanded its program to include travel basketball for boys and girls in grades 6-8.

An active committee of volunteers interested in building a Dog Park began meeting in January. The group is working with the Town to identify a location for the facility and has set a fundraising goal of \$50,000 for construction. The group is helping to raise awareness and public support for the construction of a fenced area where dogs can legally be allowed to run off-leash. A 2009 opening is anticipated.

Looking ahead, several other projects are on the horizon for implementation in the next 12-18 months. A pedestrian footbridge over the Holland Brook in Earle Park is scheduled for reconstruction. With support from Pratt & Whitney, the Boundless Playground in Addison Park will be expanded with installation of a new, fully handicapped accessible, airplane play structure. The Academy softball field will receive a new scoreboard and sportlighting. Electrical improvements will be made to the open space behind the Community Center to better support large community events like the Apple Harvest Festival and Summer Music Series. Bike racks are being purchased for installation at Town facilities as part of the effort to make Glastonbury a bicycle friendly community.

Many thanks to the dedicated staff, boards and commissions, community service clubs, private businesses, donors, and volunteers, whose contributions make Glastonbury a great place to live, learn, work and do business.



Knowing the Past and Guiding the Future



Human Services

Senior Services

The Senior and Community Services Division of the Human Services department operates as a community focal point for the coordination of multi purpose services and programs, for persons living independently or with families in the community. The Senior and Community Services Division services individuals of all ages in order to promote independence, personal enrichment, and an enhanced quality of life. Offices are located in the new Riverfront Community Center.

The principal programs, services, and activities offered by this division are:

- Outreach Social Work Services to Seniors, Disabled Adults and Financially at Risk Residents
- Senior Center Programs
- Dial-A-Ride Transportation
- Senior Lunch Program
- Friendship Circle Social Model Day Program
- Extensive Outreach & Program Volunteer Opportunities
- Tax Relief
- Energy Assistance
- Holiday Giving Programs
- Back-to-School Supplies & Services
- Substance Abuse Prevention Services

Senior Services provides a wide variety of services and programs to Glastonbury's older residents. The Dial-A-Ride program provides accessible in-town transportation for seniors and disabled adults. The department also offers seniors a nutritious lunch program Monday through Friday. The Senior Outreach Program helps frail and homebound seniors access

the information and services needed to remain independent in the community. The Senior Center offers a variety of town sponsored cultural, recreational and wellness programs at the Riverfront Community Center. The Friendship Circle is a program for frail seniors which offers stimulating mental and physical activities in a structured, supervised setting. Information on services and programs for seniors is available through a monthly informational newsletter, The Sharing Tree, which is distributed to approximately 2300 Glastonbury households.

The Senior Services Volunteer Program helps the community face the challenge of providing necessary services with limited resources. Approximately 130 volunteers donate their time and talents to offer a wide of services that benefit the Glastonbury seniors.

Social Services strives to promote the well-being, self-sufficiency and quality of life among Glastonbury residents by administering various programs and initiatives which provide individuals and families with the necessary support and opportunities to realize their fullest potential.



Some of the Departments accomplishments of the past fiscal year include the following:

- Provided Outreach Social Work Services to 1215 Glastonbury residents and their families. This program assists individuals in need to maintain their physical, social and financial independence by providing information, referral, and assistance.
- Provided 22,748 rides to senior and disabled adults through the Dial-A-Ride program, a 17% increase in service.
- In conjunction with the Welles Turner Library received a three year grant from the Hartford Foundation for Public Giving totaling \$115,800 to develop the ENCORE program for individuals 50+ years of age.
- Increased participation in Senior Center Programming by 4% by offering new programs and initiatives.
- Provided food and toys to 132 families through the Thanksgiving Basket and Holiday Toy Shop Programs.
- Offset the operational costs of the Riverfront Community Center by 40% with revenues generated by rental fees.
- Improved efficiency by the installation of a new database system for building scheduling, program registration and client information.

Human Services

Youth and Family Services

Glastonbury Youth and Family Services coordinates, supports and delivers services to youth and families in the Glastonbury community with children and young adults under the age of twenty-one. Our mission is to serve Glastonbury youth and families by exceeding client expectations by providing positive development opportunities to empower youth and their families. Youth and Family Services has four program areas: Clinical Services, Creative Experiences, Outreach Services and Substance Abuse Prevention Services.

This year Clinical Services provided counseling services to 929 individuals and 476 families. Throughout the year the staff conducted fifty-eight student groups at both the elementary and secondary school levels; offered five Parent Education and Support groups and workshops for parents of elementary-aged children and parents of adolescents; and provided eighty-four classroom presentations on a variety of positive youth development topics. In addition, parents from the community participated in the Parenting Education Forum series.

Creative Experiences offered three dramatic presentations throughout the year: Once Upon a Mattress the summer production, The Me Nobody Knows the fall production, and Pocahontas the spring production performed by the Peter Pan Players. For the fall production of The Me Nobody Knows Youth and Family offered a unique youth-only performance and over four hundred youth from across the state came to view the performance and participate in a facilitated discussion about issues facing adolescents today.

Other programs coordinated by Creative Experiences are: Youth Services Action Group (YSAG) which is a service learning opportunity involving students in grades 7-12 that meets weekly to plan and execute community service projects; Pass It On is the student run community television program; and Odyssey of the Mind is a creative problem solving team experience. Odyssey of the Mind competed on the state level. In addition a new program offered through Creative Experiences was Peace Jam. Peace Jam is a service learning program where Glastonbury youth study the life and work of one of the PeaceJam Nobel Peace Laureates, and the strategies they are using to address pressing global issues.

Outreach Services provided on-site programming at Glastonbury High School, Smith Middle School, and Welles Village. The outreach workers provided short term individual support services to students at the middle and high school during the school year. In addition, numerous informal contacts were made in the school cafeteria and hallways.

The High School Outreach Services worked with adolescents through various programs such as Peer Education, Peer Support, Peer Mediation, and Time Management. The Middle School Outreach Services worked with adolescents and children through the Homework Club, in-school presentations, After-School Programming, and the Coffee House. Coffee House is done in collaboration with Parks and Recreation and GLAD.

The summer of 2007 marked the 17th year for the W.A.C.Y. Program. Welles Village

Activities Council for Youth is a summer activity and leadership training program for youth ages 7-18 living in Welles Village. Twenty teenagers participated in the leadership training program and thirty-two, 7-12 year olds participated in the summer activity program. The program continues to be a collaborative effort between Youth and Family Services, the Housing Authority and Police Department – Youth Division.

Substance Abuse Prevention Services monitors and coordinates community substance abuse prevention and intervention initiatives and programs. This includes youth prevention and educational programs, parent/adult substance abuse education programs, and senior education programs. The Prevention Coordinator is available to provide professional development and education to community groups upon request. Substance Abuse Prevention Services works in collaboration with the Glastonbury Schools, Law Enforcement, Glastonbury Alcohol and Drug Council, various Town Departments, and community members town-wide to address substance abuse among Glastonbury youth. The Youth Advisory Council (YAC), a group of 8th-12th grade community leaders, developed and presented Take it Back! on March 6, 2008. This important community forum addressed underage drinking and provided youth, families, schools, and the community with information and support on reducing underage drinking. Empowering Families, a new middle school prevention program was

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Knowing the Past and Guiding the Future



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developed and implemented in the Spring of 2008. This program is a collaborative effort between Youth and Family Services, Glastonbury Schools, and the Glastonbury Police Department and is offered to help families learn together about teen substance abuse, paying particular attention to providing families with tangible decision making and communication skills and support.

Library Welles-Turner Memorial

The Welles-Turner Memorial Library continues to provide a wide variety of materials, programs and services to inform educate and enrich the lives of members of the community. The collection contains approximately 160,000 items, including print and non-print materials. In addition, users now have access to two web-based services, NetLibrary and OverDrive that allow them to download titles from the Internet and load them onto MP3 players. New this year is MyLibraryDV, a downloadable movie service. To use these

downloadable services users need a valid library card from Welles-Turner Memorial Library and a broadband Internet connection on their home computers.

Our reference librarians are on duty during regular business hours to help locate information in print or online or to help locate a good book to read or listen to. InfoAnytime real-time, web-based reference service that connects users to professional librarians 24/7. iCONN (www.iconn.org) provided access to twenty-seven online databases, many carrying full text articles as well as request, the statewide online catalog. Reference staff can help use these resources as well.

The Children's Department offers a comprehensive program that includes story times, summer reading programs as well as special events for children throughout the year. The ever popular Summer Reading Program, "Get Wrapped Up in Reading," attracted 1,225 enthusiastic participants. This year was also the inaugural year for a summer reading program for babies and toddlers, "Mummy & Me." Thirty-seven babies participated. This program encourages parents and caregivers to share books, nursery rhymes, finger plays and songs with their baby and/or toddler.

The Library Director serves as the liaison to the Friends of the Library and the Second Century Fund. Both are non-profit organizations whose missions are to support the Library's mission and goals. Friends typically fund short-term programs and services while the Second Century Fund is saving for long term capital expenditures.

Other accomplishments include:

- Maintained Hennen's American Public Library Rating (HAPLR) score in the 96th percentile in the Population Category, 25,000-49,999.
- Library Newsletter is now distributed electronically only. To access, visit the Library web page: www.wtmlib.com, click on "Book Newsletters" then select "Welles Turner Memorial Library Newsletter," third from the top to view and sign up for the Newsletter.
- Celebrated the literature and culture of Italy with a variety of programs as part of the World of Words program sponsored by the Connecticut Center for the Book at the Hartford Public Library.
- Participated in the second annual East of the River Reads program. This program is a community one book event. This year's selection, Mr. Emerson's Wife by Amy Belding Brown drew a large audience to hear Mrs. Brown speak at the Douglas Library in Hebron on October 3, 2007.
- Circulated 567,530 items; handled 16,932 reference inquiries; and offered 576 programs for all ages, 9,102 people attended.

Telephone: 860-652-7719
www.wtmlib.com
Library Hours:
 Sunday: 1 – 5 p.m.
 (Sunday after Labor Day – Sunday before Memorial Day)
 Monday, Tuesday, Thursday: 9 a.m. – 9 p.m.
 Wednesday: Noon – 9 p.m.
 Friday: 9 a.m. – 6 p.m.
 Saturday: 9 a.m. – 5 p.m.



Library South Glastonbury

The South Glastonbury Library, located at 80 High Street in the town's oldest church building, has had another successful year. In addition to providing the usual services to patrons we have a twice-monthly story hour for preschoolers; a monthly discussion group for area women and we completed a well-attended summer reading program for children. Called Camp Read-A-Lot it featured s'mores and a cookout. For the second time we participated with the Historical Society in its popular South Glastonbury tour and welcomed many visitors to the library.

We have concentrated on capital improvements this past year. We replaced an ancient furnace with two efficient new ones and we installed air conditioning, something we have badly needed for a long time.

We are in the process of trying some new hours, adding some mornings to the schedule. We will evaluate this move in the next few months.

Telephone: 860-633-4793
www.southglastonburylibrary.org/Homepage.htm
Library Hours:
 Sunday: 2 – 4 p.m.
 Monday – Friday: 1:30 – 3 p.m.
 Monday, Wednesday, Thursday: 7 – 8:30 p.m.



Library East Glastonbury

The East Glastonbury Library, affectionately known to patrons as "Little Red", was incorporated in 1960 as a Connecticut non-profit corporation. The Library was founded by parents of children attending the newly opened Eastbury Elementary School. At that point the purpose of "Little Red" was to provide a library for the school.

Little Red, is located next to the school, and was built in 1889, as a one-room schoolhouse. In 1900 a second room and foundation were added. Eight grades were taught in the school, four grades and one teacher in each room. The Library continued as a school until the Eastbury School was built. For a brief time it was used by the Vo-Ag Department of the High School. In 2002 the building was declared a Historic Building by the State of Connecticut.

Little Red has grown over the years into a full service library serving the whole community of Glastonbury. It is completely staffed by volunteers and funded by the Library Board of Directors, an active Friends group, an annual grant from the Town of Glastonbury and by private gifts and donations. The Friends group holds a used book sale every fall and a Book, Bake and Bric-a-Brac Sale every spring to raise money for the expressed purpose of purchasing books for the Library.

The front room is home to a collection of Adult fiction and non-fiction, magazines and local newspapers. Most best selling books are available along with (to name a few) travel books, cookbooks, reference

books, biographies, and Large Print books. There is also a small collection of video and audiotapes.

The second room houses an extensive collection of children's books. Many classes from the Eastbury School use the Library on a weekly basis. In the year 2007, close to 800 new books were added to the children's book collection.

The East Glastonbury Library sponsors a book study group and a children's story hour. There are also special displays mounted in the foyer. Many different collections have been featured there.

Telephone: 860-633-5637
 1389 Neipsic Road
Library Hours:
 Monday: 1 – 4 p.m., 7 – 9 p.m.
 Tuesday: 9 a.m. – 4 p.m.
 Thursday: 9 a.m. – 4 p.m., 7 – 9 p.m.





Facilities Maintenance & Services

The Facilities Maintenance and Services Department is responsible for operations, maintenance, management, and construction of over 270,000 square feet of facilities as well as management of design and construction of all municipal building projects. The Department performs or manages preventive maintenance, custodial services, and project design and construction management using skilled in-house staff and contracted service providers. The Department also manages over \$1 million in utility and communication accounts for all Town facilities.

In addition, the Department is responsible for bidding, managing, and inspecting a variety of contracted services and vendors for all Town agencies.

All public building projects are managed by the Department, which also provides staff support to the Public Buildings Commission.



Highlights from the previous year include:

- Recipient of US EPA Energy Star award for energy efficiency of Town Hall.
- Performed an energy audit of Town facilities and implemented energy saving improvements identified through the audit.
- Participated in Demand Response program to reduce peak demand on New England grid and generate over \$30,000 in annual payments to Town.
- Provided electrical and plumbing services for installation of new fairgrounds electrical system, construction of new GHS concession stand, and installation of natural gas vehicle fueling facility.
- Renovated Roll Call area in Police Department facility and installed new roll-up garage door to accommodate SWAT vehicle to enhance police response capabilities.
- Installed new office/operational building at Bulky Waste Facility to provide better staff and customer support.
- Replaced roofs on Town Hall and Academy facilities.
- Performed maintenance and repairs to preserve historic Gideon Welles House and Cider Mill properties.

Housing Authority

The Housing Authority currently administers a total of 445 assisted dwelling units within the Town of Glastonbury. These include the following housing developments: Welles Village, Center Village, Village Green, Herbert T. Clark House Congregate and Assisted Living, and Section 8.

In addition, the Housing Authority also serves as the administering agency for the Town of Glastonbury's Moderate Price Housing program, and staff for the Town's Fair Rent Commission.

Recent Activities

- During the past year, the Housing Authority has pursued a number of projects. These have included:
- Replaced all the windows in the Center Village property resulting in reduced utility consumption for heating by over 15%.
 - The Housing Authority was awarded a performance bonus resulting in an additional \$10,500 in capital funding. This was in addition to receiving \$351,597 in funding provided by the U.S. Department of Housing and Urban Development Capital Grant Program for modernization work in Welles Village. This funding will be used to continue renovations to bathrooms and kitchens in vacant units.
 - Continuation and expansion of the Welles Activity Council for Youth (W.A.C.Y.), in conjunction with the Town's Department of Youth and Family Services and Police Department.

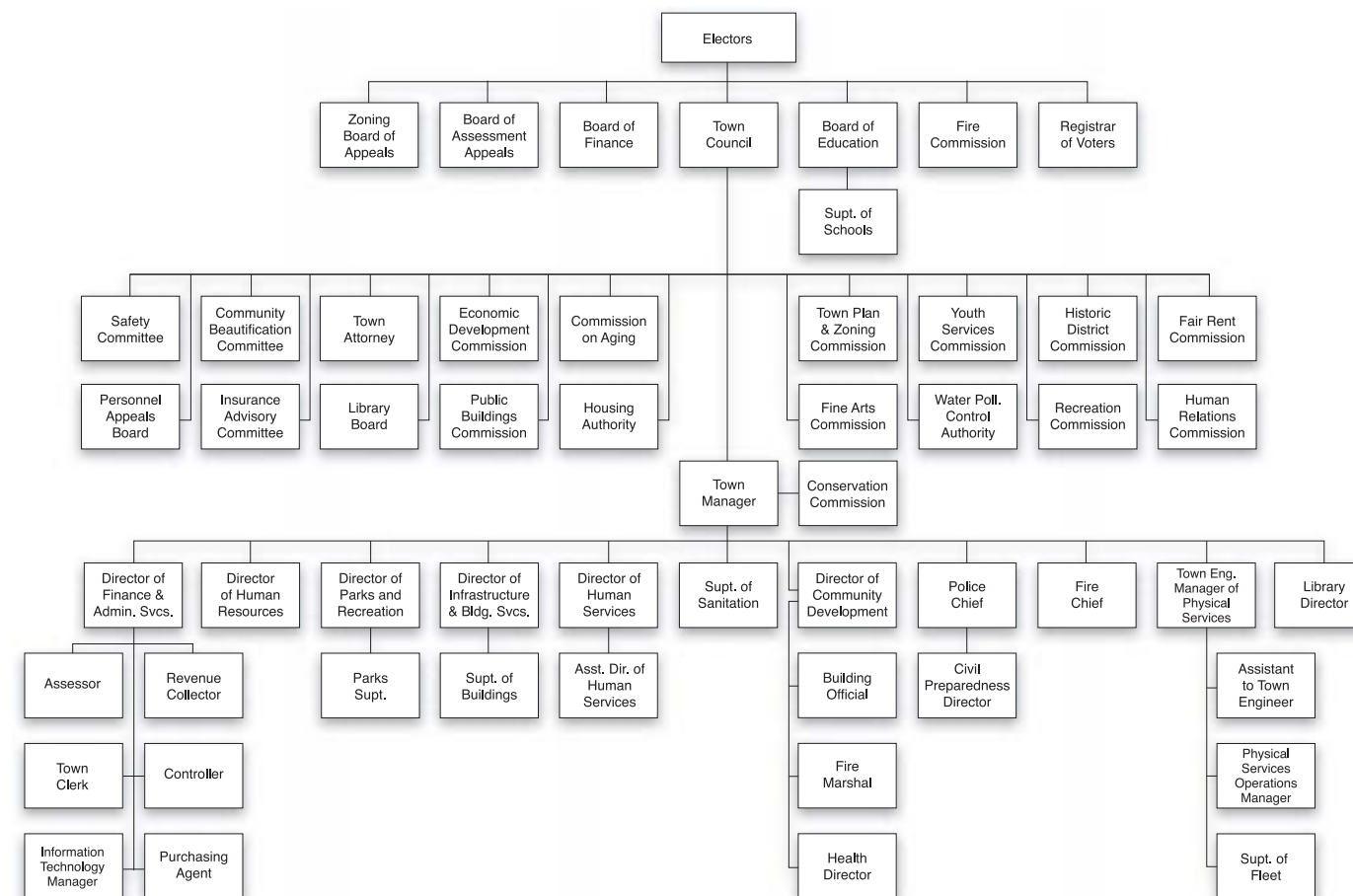
Information about the Housing Authority's programs and activities may be found on our web page: www.glastha.org



SPECIAL PULL-OUT SECTION

Organizational Chart

Town Manager Richard J. Johnson	Assessor David L. Valente	Fire Chief (Acting) Michael Thurz	Information Technology Manager Robert L. Ashton
Chief of Police Thomas J. Sweeney	Assistant Town Engineer Stephen A. Braun	Fire Marshal Christopher N. Siwy	Purchasing Agent Mary F. Visone
Community Development Director Kenith E. Leslie	Building Official Edward P. Pietrycha	Fleet Superintendent Thomas O. Tierney	Superintendent of Buildings David Sacchitella
Director of Finance and Administrative Services Diane M. Waldron	Civil Preparedness Robert F. DiBella	Physical Services Operations Manager Charles Mahan	Superintendent of Sanitation Michael J. Bisi
Director of Human Resources Patricia C. Washington	Collector of Revenue Norman Z. Rosow	Housing Authority Director Neil Griffin	Town Attorney Bruce Chudwick
Town Engineer, Manager of Physical Services Daniel A. Pennington	Controller Nina R. Cousins	Director of Human Services Patricia R. Schneider	Town Clerk Joyce P. Mascena
Director of Building Services Herbert L. Schwind	Director of Health David W. Boone	Library Director Barbara J. Bailey	Assistant Director of Human Services Ann Grabowski
	Director of Parks and Recreation Raymond E. Purtell		





SPECIAL PULL-OUT SECTION

Dates to Remember 2009

Financial Administration

February 2 Annual Town Meeting
March 24 Final Budget Hearing

Police Department

October 1 Annual Burglar Alarm Registration

Property Assessment

February 20 Deadline for filing written appeals to Board of Assessment Appeals
October 1 Annual Assessment Date: Property owners listed in Grand List
November 1 Last day to file business personal property declarations with assessor

Refuse Disposal

April 7 Extended operating hours for Transfer Station ONLY during Day Light Savings time begin, Wednesdays 7:00 a.m - 7:00 p.m.
September 15 Modified Day Light Savings hours, Wednesdays 7:00 a.m. - 6:00 p.m.
October 27 Last Wednesday of Transfer Station extended operating hours

Revenue Collection

January 1 Second Installment of 2006 grand list Taxes become due. The taxes include real estate, personal property and Supplemental motor vehicle.
July 1 First Installment of 2007 grand list Taxes become due. The taxes include real estate, personal property and motor vehicle.
November 1 Sewer Use Bills become due

NOTE: Credit card payments are accepted at www.officialpayments.com. A drop-off box for payments is located in the circle by the flag poles at Town Hall.

Social Services

February 2 Homeowners' and Additional Veterans' Tax Relief Programs begin
March Camp CONNRI and Channel 3 Country Camp applications available
April 30 Last day to apply for Energy Assistance benefits
May 14 Last day to apply for Homeowners' Tax Relief
May 17 Renters' Tax Relief Program begins
May 31 Last day to apply for Operation Fuel benefits
July & Aug. Back-To-School promotional programs
September 15 Last day to apply for Renters' Tax Relief.
October 1 Last day to apply for Additional Veterans' Tax Relief benefits.
October 15 Energy Assistance application period begins.
November 18 Thanksgiving food baskets distributed (tentative).
December 1 Operation Fuel application period begins.
December 13, 14 & 15 Annual Toy Shop (tentative).

Sanitation

Waste Collections April 14, April 28, May 12, June 9, June 23, September 8, September 29, October 13, October 27

Town Clerk

April 18 Rivers & streams fishing season opens the 3rd Saturday in April at 6:00 AM
June 1 Dog Licenses become available for the next fiscal year
September 8 Primary for the November 3 Election if a challenge is filed
October 2 Absentee ballots for November Election become available in Town Clerk's office
TBD Hunting season opens
October 27 Last day to register to vote in person in order to vote in the November election (except for those who move to Town, turn age 18, or become a U.S. Citizen after this date).
November 3 Election Day

Water Pollution Control Division

November 1 Sewer Use payments due.



SPECIAL PULL-OUT SECTION

Community Events 2009

Youth & Family Services

February 28 Charity Cabaret, Gideon Welles School, 7-10PM
June 4 "Destination Imagination", Gideon Welles School, 7:30PM
August 12, 13, 14 Summer Show, TBA, Smith Middle School

Apple Harvest Festival

October 14 & 15

Welles-Turner Memorial Library Events

National Library Week April 12-16
Children's Book Week May 12-18
Book Sale May 16 9 a.m. – 5 p.m.
Library Card Signup Month September
Book Sale September 13 9 a.m. – 5 p.m.
Banned Books Week September 26 – October 3
Teen Read Week October 18-24

Fun Runs (Tuesday evenings)

6:30 p.m. GHS – June 27, July 11, July 18, July 25, August 1, August 8, August 15

Kid's Pooch Pageant

July 10, 6:00 p.m. Hubbard Green - Pre-registration required

Santa's Run 3.5 Mile Run

December 3, Noon GHS (Snowdate Sunday, December 10)

Senior Picnic

Hubbard Green August 4 (tentative) Festivities begin at 9:30 a.m.

Summer Music Series

Hubbard Green Wednesdays 7:00 p.m. – July 5, July 12, July 19, July 26

Town Band Concert

Hubbard Green Sundays 7:00 p.m. – July 9, July 16, July 23, July 30

Boards and Commissions Meeting Schedule

Town Council	2nd and 4th Tuesdays	Town Council Chambers
Board of Education	2nd and 4th Mondays	Town Council Chambers or GHS Library
Board of Finance	3rd Wednesday	Town Hall Meeting Room, 2nd Floor (4 p.m.)
Town Plan & Zoning Commission	1st and 3rd Tuesdays	Town Council Chambers
Board of Assessment Appeals	As required	Town Hall
Building Board of Appeals	As required	Town Hall
Commission on Aging	1st Monday	Senior Center, 17 Hebron Avenue, 1st Floor
Community Beautification	2nd Wednesday	Town Hall Meeting Room, 2nd Floor
Conservation Commission	2nd and 4th Thursdays	Town Council Chambers
Economic Development	1st Monday	Office of Community Development, Town Hall, 3rd Floor
Fair Rent Commission	As required	Herbert T. Clark House, 45 Canione Road
Fine Arts Commission	2nd Monday	Glastonbury High School, Room 136
Fire Commission	1st Thursday	Fire Company #1, 2825 Main Street
Historic District Commission	As required	Town Hall
Housing Code of Appeals	As required	Town Hall
Human Relations Commission	Quarterly	Town Hall Lunch Room, 2nd Floor
Insurance Advisory Committee	Quarterly	Engineering Conference Room, Town Hall, 3rd Floor
Public Buildings Commission	1st Wednesday	Town Hall Meeting Room, 2nd Floor
Public Housing Authority	3rd Wednesday	Herbert T. Clark House, 45 Canione Road
Recreation Commission	3rd Thursday	Parks and Recreation, 1086 New London Turnpike
Safety Committee	4th Monday	Town Hall Meeting Room, 2nd Floor
Water Pollution Control Authority	2nd and 4th Wednesdays	Town Council Chambers
Welles-Turner Library Board	2nd Monday	Welles-Turner Memorial Library, 2407 Main Street
Youth and Family Services Commission	2nd Wednesday	Youth and Family Services, 321 Hubbard
Zoning Board of Appeals	1st Monday	Town Council Chambers

NOTE: Please contact the Town Clerk's Office at 652-7616 to confirm dates, times and locations as some schedules change due to holidays.



SPECIAL PULL-OUT SECTION

Town Departments

Town Departments For Information

	Call	Phone
General Information	Customer Service Center	652-7710
Accounts Payable	Accounting	652-7595
Administration	Town Manager	652-7500
Assessment	Assessor	652-7600
Assessment	Info Line	652-7606
Birth Certificates	Town Clerk	652-7616
Building Permits	Building Office	652-7521
Bulky Waste Disposal	Sanitation	652-7772
Children's Department	Welles-Turner Library	652-7718
Civil Preparedness	Civil Preparedness	652-7576
Community Center (Riverfront)	Community Center	652-7638
Death Certificates	Town Clerk	652-7616
Deeds	Town Clerk	652-7616
Demolition Permits	Building Office	652-7521
Dial-A-Ride	Senior Services	652-7643
Dog Licenses	Town Clerk	652-7616
Dog & Animal Problems	Animal Control Officer	633-7227
Drainage Problems	Engineering	652-7735
Electrical Permits	Building Office	652-7521
Elderly Municipal Agent	Senior Services	652-7638
Energy/Fuel Assistance	Social Services	652-7638
Engineering	Engineering	652-7735
Facilities Services	Facilities	652-7703
Financial Administration	Administrative Services	652-7586
Financial/Medical Assistance	Social Services	652-7638
Fire Chief	Fire Department	652-7555
Fire Marshal	Fire Marshal	652-7526
Food Bank	Social Services	652-7638
Health Matters	Health Department	652-7534
Highways	Physical Services Operation Manager	652-7749
Housing Authority Comm.	Housing Authority	652-7568
Inland Wetlands	Community Development	652-7510
Landfill Permits	Engineering	652-7735
Libraries	Welles-Turner S. Glastonbury E. Glastonbury	652-7719 633-4793 633-5637
Marriage Licenses	Town Clerk	652-7616
Nursing	Visiting Nurse Assoc.	633-3521
Passport Information	Probate	652-7630
Personnel	Human Resources	652-7501
Planning	Community Development	652-7510
Plumbing & Heat Permits	Building Office	652-7521
Police (General Info)	Police Department	633-8301
Probate Court	Probate Clerk/Judge	652-7629
Recreation	Recreation Department	652-7679
Recreation Schedules/ Cancellations	Info Line	652-7689
Refuse Disposal/Recycling	Info Line	652-7790
Refuse Disposal/Recycling	Office	652-7772
Registration of Voters	Registrar of Voters	652-7627
Salvation Army	Social Services	652-7638
Sanitary Inspection	Health Department	652-7534
Sewer Department/ Water Pollution Control	Sanitation	652-7772

Sewer Use Bills	Sanitation	652-7772
Snow Removal & Streets	Physical Services Operation Mgr.	652-7749
Social Services	Social Services	652-7638
Taxes/Collector of Revenue		652-7614
Taxes/Info Line		652-7606
Tax Relief Program	Social Services	652-7638
Trees/Parks and Recreation		652-7679
Voting	Registrar of Voters	652-7627
Youth & Family Services	Youth & Family Services	652-7660

Board of Education

Central Office	Contact Person	Phone
General Information		652-7951
Superintendent of Schools	Alan Bookman	652-7961
Assistant Superintendent	Christine Brown	652-7963
Assistant Superintendent	Jeffrey Kitching	652-7965
Business Manager	Sharon Smith	652-7940
Administrator for Pupil Services	Linda Roberts	652-7971
Facilities & Food Services Director	Brad Devlin	652-7948
Transportation Coordinator	Angelo Balesano	652-7295

Curriculum

Curriculum	Director	Phone
Art	Daniel Roach	652-7954
Athletics	Trish Witkin	652-7200 ext 2116
Career & Vocational Education	Gary Nolf	652-7200 ext 2002
Educational Technology	Brian Czapl	652-7200 ext 1123
Foreign Language & ELL	Rita Oleksak	652-7954
Health & Physical Education	Ann Marie Colebrook	652-7200 ext 2116
History & Social Sciences	Ilene Lowenstein	652-7967
Language Arts & Reading	Catherine Buchholz	652-7967
Mathematics	Michele Watson	652-7975
Music	Patricia Lignelli	652-7975
PreK-12 Support Programs & Services	Mary Daugherty-Abrams	652-7971
School Counseling	Edward Gregorski	652-7200 ext 1800
Science	Fred Myers	652-7200 ext 2002

Curriculum

Curriculum	Principal	Phone
Glastonbury High School	Matthew Dunbar	652-7200 ext 1025
Smith Middle School	Donna Schilke	652-7040
Gideon Welles School	James Gregorski	652-7800
Buttonball School	Margaret McQuillan	652-7276
Eastbury School	Sheryl Harriman	652-7858
Hebron Avenue School	Linda Provost	652-7875
Hopewell School	Kathleen Murphy	652-7897
Naubuc School	Mike Litke	652-7918
Nayaug School	Kate Carter	652-4949
East Hartford/Glastonbury Elementary Magnet School	Glen Peterson	622-5400
Two Rivers Middle Magnet School	Thomas Scarice	509-3607
Great Path Academy (Magnet)	Thomas Danehy	512-3560

Town Web Site www.glastonbury-ct.gov

FIRE, POLICE & EMERGENCY

Routine Calls to Police Department **DIAL 911** 633-8301

Knowing the Past
and Guiding the Future



Community Development

The Community Development Department provides a variety of services to residents and businesses relative to land use and construction, public health and environmental protection, building and fire code regulation, code enforcement, economic development, food service licensing and inspection, and prevention and wellness. Land use application processing and professional advisory services are provided to Town Boards/Commissions, including the Town Plan and Zoning Commission, Conservation Commission, Zoning Board of Appeals, Historic District Commission, and Economic Development Commission.

During 2007-08 new development began to moderate after nearly one-half a decade of spirited new construction activity. Following the October 2007 adoption of a new ten year Plan of Conservation and Development, a special subcommittee of Town Plan and Zoning Commission and Town Council members began work on regulatory changes necessary to implement plan goals and objectives. A key part of this project will involve the Town's diversified Town Center Area, specifically with regard to expanded housing applications, enhanced pedestrian circulation, and continued business investments.

Some noteworthy Department accomplishments were:

- Preparation of State Open Space Grant applications in conjunction with the Town's very successful open space preservation plan.
- Continued permit processing improvements within Building Inspection resulting in enhanced customer service.

Physical Services

The Physical Services Department is responsible for the maintenance and inventory of the Town's roadways and infrastructure. This includes existing systems as well as additions proposed through subdivision and site development.

Engineering

The Engineering Division performs design review of streets, traffic control systems, storm and sanitary sewers, sidewalks, and other public improvements proposed in conjunction with land development. Recommendations are made to appropriate Boards and Commissions of the Town. Following approval, the Division inspects the construction of the public improvements to assure conformance with Town standards.

The Division performs routine inspection of existing Town roads, drainage systems, and traffic control signs and signals. Public inquiries and comments are investigated to address potential problems or defects. Road, storm drainage, and sanitary sewer conditions and maintenance history data are maintained in the Road Manager data network. An ongoing program of obtaining and recording traffic counts and spot speed data is conducted by staff and pertinent data is shared with the Police Department.

This Division is responsible for in-house design of public improvements or coordination with private consultants when used in conjunction with Town projects. The Division provides civil engineering services for all Town Departments and provides technical and

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Knowing the Past and Guiding the Future



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clerical support to the Water Pollution Control Authority.

In addition, staff maintains property line, easement, and other pertinent mapping data in the Town's web-accessible and very robust Geographic Information System (GIS).

Some recent projects include:

- Construction oversight and administration of the Bell Street Bridge Replacement Project.
- Design and construction of several sidewalk projects.
- A2 land survey of parcels obtained via the Town's successful Property Acquisition Program.
- Coordinated completion of a comprehensive study of traffic and streetscape conditions for the Town Center Area through the year 2027.

Highway

The Highway Division is responsible for maintenance, repair, and construction relative to streets, drainage systems, sanitary sewers, traffic controls, sidewalks, and other features of the Town's infrastructure system. Recent construction projects of note include reconstruction of the driveway and parking area at Fire Company No. 1. Snow and ice removal and joint operation of the Bulky Waste sand and gravel facility are also primary functions. Overall maintenance and construction is accomplished through the use of in-house labor and equipment working in conjunction with contractual entities.

The past Winter saw further refinement of operations related to snow and ice



removal. The Town continued use of a treated road salt product in lieu of sand/salt mixtures. Spring clean-up efforts have been substantially reduced, snow removal effectiveness is markedly improved, and environmental benefits are derived via reduction of sand deposition in stormwater receiving water bodies and wetlands. Installation of ground speed controls on trucks distributing the treated salt product ensures efficient and effective use of such. Incorporation of a budgetarily-approved salt brine maker will also improve efficiency and service quality.

Other typical Highway Division functions such as street sweeping, catch basin cleaning, roadside mowing, and roadway surface treatment were performed with positive results. The Road Paving Program utilized traditional asphalt overlay with continued use of the cost-efficient Micropave process, where appropriate, to resurface roadways at a very reasonable cost.

Fleet Maintenance

The Fleet Maintenance Division's responsibilities include the repair and maintenance of Town vehicles. This

includes a wide variety of vehicles ranging from general purpose cars and police cruisers to fire apparatus, heavy trucks, and construction equipment. Included within the scope of these services are the very substantial efforts of repair technicians during snow and ice events. The rough duty encountered by plow trucks during snow storms results in a need for quick and knowledgeable mechanical diagnosis and repair in order to keep trucks on the road.

The Division prepares bid specifications for all Physical Services vehicle purchases and reviews specifications for all other Departments. Other Division responsibilities include garage environmental compliance and maintenance of a computerized Fleet Data Program that tracks maintenance activities and associated costs, thereby allowing for prudent decision-making when considering new equipment purchases. In addition, Vehicle Maintenance staff periodically coordinates public sale of obsolete parts and equipment to ensure maximum salvage values.

Fleet Maintenance staff was also heavily involved in coordinating the installation and start-up operation of compressed natural gas fueling equipment at the Riverfront Community Center. Four natural gas fueled vehicles have been purchased.

Water Pollution Control Authority

The Water Pollution Control Authority (WPCA) is responsible for reviewing and approving sanitary sewer connections

and expansions, and for assessing future needs of the system as it grows.

The WPCA levied assessments in the amount of \$100,198.66 in conjunction with their responsibility to recover the cost of sanitary sewer construction. Of this amount, \$41,283.30 was a result of new construction, with the balance due to expansion or connection of existing facilities. During the past fiscal year, 64 new connections were made to the sewer system.

A remote camera and computer system was purchased by the WPCA to assist Town personnel in the maintenance operations of the sewer collection system. This purchase provides staff with the ability to see and pinpoint trouble areas efficiently. Information collected from this system is reviewed and evaluated, and priorities are set for corrective measures to be taken regarding the sewer system.

Groundbreaking for the Wastewater Treatment Plant renovation took place in September 2007. C.H. Nickerson & Company, Inc. of Torrington, Connecticut was awarded the contract and has a 30-month time frame to complete the work. Currently, all work is on time and within budget.

Sanitation Water Pollution Control Division

The Water Pollution Control Division provides the continuous collection and treatment of sanitary sewage generated from 100 miles of sanitary sewers and eight remote pumping stations. The system serves approximately 18,000 people within the Town of Glastonbury in compliance with State and Federal regulations. In addition, this Division administers Sewer Use rates, ordinances and provides staff support to the Water Pollution Control Authority.

The following provides highlights of statistics for fiscal year 2005-2006:

- 923.06 million gallons of wastewater were processed averaging 2.53 million gallons per day.
- 3,250,000 gallons or 1,247,402 pounds of sludge were processed and disposed of, averaging 3,418 pounds per day.
- 1,377,216 kilowatt hours of electricity was consumed at the Treatment Plant for the 24 hour per day operation, this is an average of 3,773 kilowatt hours per day.
- Water Pollution Control Facility Upgrade: Completed design work for the major upgrade project to replace old and worn inefficient equipment and to meet new State of Connecticut, Department of Environmental Protection (DEP) overall water quality to the Connecticut River and Long Island Sound. DEP review and approval of the design is expected to be completed in the fall of 2006 so we may proceed with the bidding phase.
- Emergency repairs to a broken force main pipe at the Nutmeg Pump Station were successfully completed. This station has been in continuous operation since 1965.

Refuse Disposal Division

The Refuse Disposal Division operates solid waste disposal, recycling facilities and administers permits for private collectors, ordinances and operating guidelines for waste disposal facility users.

The following provides an overview of statistical data for the Refuse Disposal operation.

- 3,249 tons of Refuse was disposed of at the Transfer Station, 3,726 tons of Bulky Waste at the Bulky Waste facility and 4,404 tons of material was recycled.
- 37.6% of solid waste Town wide was recycled.
- 643 residents utilized the Regional Household Hazardous Waste Collection Facility during the year.
- Continued enhancements to our leaf composting program included fine screening of our finished compost producing a more refined organic soil amendment. This material is provided for sale at the Transfer Station and Bulky Waste Facility. Un-screened compost is also available at no cost.



Knowing the Past and Guiding the Future



Public Safety Police Department

The Glastonbury Police Department is a nationally and State accredited law enforcement agency committed to providing service to our community in a professional and sensitive manner. In 1986, the Department was the first law enforcement agency in Connecticut to be accredited. In 2007, it was the first to achieve its sixth re-accreditation.

The Department consists of 59 sworn officers and 16 civilian support personnel. Dispatching of all emergency services is handled by the Department's Communications Center which employs a state of the art simulcast radio system which was fully upgraded in 2006. Patrol officers maintain a visible police presence and 7 day/24 hour response capability to incidents occurring in Town. The primary mission of the Patrol Division is to identify, prevent and/or eliminate public safety problems. The Patrol officers are the primary contact between the Department and the public. They provide the critical first response to all crime, traffic and medical emergencies occurring throughout the Town. The nature of the

work requires these officers to be highly trained and to flexibly readjust to handle a wide variety of complex situations.

While the Town's population has continued to grow, the workload of the Police Department has remained fairly constant for the past several years. During FY 07/08, the Department handled 20,417 calls for service. The major elements of that caseload are broken down as follows:

Traffic	7,955
Services	8,871
Criminal	3,929

Among these cases, in a normal year, the Department's personnel will respond to about 1,600 calls for medical assistance and 1,000 calls involving animal related problems.

The Town's crime rate has historically been one of the lowest in the State of Connecticut and the lowest in the Capital Region. While the Town's population has grown by over 30% since 1985, the rate of serious crime has declined by over 45% during the same period.

The Department places great emphasis on issues pertaining to youth. Full time School Resource Officers are assigned to the Middle and High Schools. In addition to enhancing school safety, the officers are in daily contact with youth. While they may occasionally take enforcement action, their primary focus is on preventing problems for youth and discouraging their involvement with crime and/or substance abuse.

Youth officers teach the DARE curriculum to all students in the sixth grade. Instruction on internet safety is presented to fifth grade students and anti-bullying programs are implemented in the fourth grade and middle school. A youth officer is assigned part time to the FBI's Innocent Images Task Force. That officer's investigative efforts have been highly successful in arresting and prosecuting Internet pedophiles.

The Department maintains a high priority emphasis on traffic and drunk-driving enforcement. Consistent with its overall emphasis on prevention, the Department maintains a proactive posture in addressing the problems of underage drinking and substance abuse. This is accomplished by the continuing checks of establishments selling alcoholic beverage and tobacco to ensure compliance with laws governing sales to minors. High priority is maintained to enforcing the statutes involving possession by a minor, or hosting parties where alcohol is served to minors. Utilizing both accident pattern analysis and complaints voiced by citizens, the Department's Traffic Unit maintains high emphasis on speed enforcement and traffic signal/sign violations.

In 2006 recognizing that computers and digital evidence were assuming an ever increasing role in crime and criminal investigation, the Police Department began training two officers in forensic computer analysis. During the past year the Department has played a lead role in arranging advanced training and certification through the National White Collar Crime Center for twenty of the current police computer analysts in Connecticut. A forensic computer lab was set up within the Police Department to provide the equipment, advanced forensic software, and a secure area for the analysts to receive, store and examine seized computers and digital equipment.

For the past two years the Police Department has lead efforts to develop a safer and more efficient design for police cruisers. That design is now being adopted by other police agencies across the State and nation. Equipment within the vehicle has been carefully placed so as not to impede airbag deployment. Consoles and computer equipment have been mounted so as to minimize the chances of officer injury in event the emergency vehicle is involved in a collision. Computer equipment in the vehicle was chosen to enable safe and easy operation in both daylight and dark hours of operation. Plug and play designed wiring harnesses enable a new cruiser to be prepared for use or equipment replaced in an existing vehicle in a fraction of the time previously required. The feature of Glastonbury's new cruisers which has attracted the most interest from the media and the law enforcement community, however, is the voice command capability

which allows an officer to control by voice all emergency equipment, radio and computer equipment. By enabling the officer to focus undivided attention on the road ahead and not having to fumble with switches greatly reduces the chances of accidents. The Town's new cruiser design has been referred to as "the police car of the future."

Public Safety Volunteer Fire Department

The Glastonbury Volunteer Fire Department is comprised of 130 dedicated men and women. Twenty four hours a day, seven days a week, these brave volunteers are ready to answer your call for help. The members of the Glastonbury Volunteer Fire Department leave the comfort of their homes at any moment's notice to respond to emergency incidents and to help their neighbors deal with their serious problems involving fire or rescue services. There are four fire stations, one modern fire training facility, and twenty fire department vehicles that responded to 874 calls for service this past year covering the 52.3 square miles in town.

The Glastonbury Fire Company Organizations are an integral part of their community. They provide food vendor services, fire prevention demonstrations, and public education opportunities at nearly every major town event. They are active at the Apple Festival, the Memorial Day Parade, the "Walk for Life" to defeat cancer, the Special Olympics, and the

Nayaug Connecticut River Canoe Races as well as many other events in your neighborhood.

At the fire department's annual Awards Banquet Fire Engineer and past Captain at Company Four William "Bill" Bailey was honored for his 60 years of service with the Glastonbury Volunteer Fire Department. The Glastonbury Exchange Club honored Captain Scott Bidwell as the department's Firefighter of the Year. Scott and Police Officer Andrew Reynolds rescued a family from a structure fire last July.

This past year, the fire department implemented new Standard Operating Procedures for the use of Self-Contained Breathing Apparatus, an Awards Program, and our New Duty Car. The department has a new vehicle to enhance our ability to provide the best possible service to our town and our neighbors. The Incident Command vehicle will provide a Command Post and Command Level Fire Officer to the community at all times. It will also carry the mobile data terminal that will allow us to communicate with all fire departments in the state, provide communication to the Glastonbury and Regional Dispatch Centers, provide mapping and aerial views of the town, store Glastonbury fire plans and procedures, and give access to the internet.

The department is also proud of our accomplishments in the training division. Each new volunteer firefighter goes through 150 hours of rigorous and challenging training to become active members. This training includes

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Knowing the Past and Guiding the Future



Public Safety Civil Preparedness

(continued from page 25)

certification by the Connecticut Fire Academy to the standards of the National Fire Protection Association for the level of Firefighter One. New members must also receive training in hazardous materials response, incident command systems, homeland security weapons of mass destruction, vehicle rescue, and the department's standard operating procedures. All active members then must meet a standard of attending a minimum of twelve training drills each year to maintain their skills. The majority of the Glastonbury Volunteer Fire Department members also upgrade their training certification levels during their careers. The department has many members nationally certified as Fire Service Instructors, Fire Engine and Aerial Apparatus Operators, Emergency Medical Technicians, Incident Safety Officers, and Fire Officers.

In response to the threat of possible attacks against America, the fire department is continuing to upgrade our regional and statewide response capabilities. The department participates in the Statewide Fire/Rescue Disaster Plan with the implementation of Task Force # 57. Task Force # 57 consists of three Engine Companies, two Ladder Companies, one Rescue Company, a Command Car, and 26 fire personnel from six surrounding communities that are available to respond to major incidents.

The department's Fire Police Division is another source of great pride for the Glastonbury Volunteer Fire Department. The Fire Police members keep the firefighters safe at each emergency

incident and assist the public to continue on their way without interfering in the fire department's operations.

The Fire Cadet program continues to flourish under the direction of several dedicated volunteer fire department advisors. The program for youth ages 14-18 currently has 20 members and the program provides the department with well trained firefighters at the age of 18. The fire cadets have the opportunity to explore the fire service and learn the important life skills of teamwork, discipline, and leadership.

The Glastonbury Volunteer Fire Department is very proud of our role in the areas of fire prevention and public education. In the past year the department's fire prevention and education division, with the help of all the volunteer firefighters and the Town of Glastonbury Fire Marshal's Office, has provided services at more than 50 events. From the school children to the seniors, from the scouting programs to our civic organizations, the Glastonbury Volunteer Fire Department has been there to help.

The Glastonbury Volunteer Fire Department is always looking to recruit new members who share their desire to serve their community and would like to learn exciting new information and skills. If you are interested in this rewarding opportunity to become part of a great organization of compassionate neighbors, please call the Fire Chief's office at 652-7555.

The Office of Civil Preparedness (Emergency Management) coordinates all emergency activities in times of man-made or natural disasters for the Town of Glastonbury.

The Office is active in planning for manpower, equipment and community needs by updating information, regulations and training, as well as conducting checks of materials and equipment, including the Town warning sirens.

In disaster situations, the office updates information and instructions to Citizens via its disaster information telephone number 652-7578, as well as its radio station, WPII600 at 1570 AM, which is heard in Glastonbury, 24 hours a day, seven days a week. This station also provides citizens with public safety information concerning traffic aid emergency situations.

It also maintains a state-of-the-art mobile telecommunications van that is equipped to function as a backup system should the Town's main system fail. This van can also be used in the field to assist with 'command and control' operations in major incident situations. This van contains the I-TAC I-CALL 800 MHz Interoperable System. The Glastonbury Emergency Management Director is considered as the founder of this Interoperable System by State Public Safety Officials.

The Civil Preparedness staff has trained in 'radiological monitoring' through the Connecticut Office of Emergency Management. It has radiological

monitoring devices to meet peacetime homeland security concerns including the 'Hurricane' United States Government hurricane-warning program with which it monitors major weather events.

The department is committed to continuing its involvement in Glastonbury Boy Scouting in Emergency Management projects to assist the development of youth, who are our future leaders.

Certain federally required elements of training must be completed by the Town of Glastonbury organizations that may have a role in preventing, preparing for, responding to, or recovering from an incident. The Emergency Management Senior Staff has completed its Federal Government requirement for National Incident Management System (NIMS).

The Town has maintained its status as a Federally Recognized "Storm Ready Town" by the National Weather Service, which is the second one in Connecticut and the tenth in New England.

- The Office of Civil Preparedness also
- Maintained viable Civil Preparedness, Emergency Management & Homeland Security Program for the people of the Town of Glastonbury.
 - Maintained US Weather Alert Radios in all Glastonbury Schools as well as the Board of Education and the Bus Yard.
 - Provided normal and emergency communications to the Apple Fest and the Santa's Run.
 - Initiated use of WebEOC Crisis Information Management Software (CIMS) to manage crisis information

and provide it to authorized users. WebEOC complies with the provisions and standards for the Incident Command System (ICS) as outlined in the National Incident Management System (NIMS). The majority of our members are trained in its use.

Public Safety Volunteer Ambulance

The Glastonbury Volunteer Ambulance Association, GVAA, was established in 1957 and is committed to providing emergency ambulance service to the community 24 hours a day, 7 days a week, 52 weeks a year. More than 2,800 calls have been logged this year. Currently 3 "Super Duty" ambulances operate from our facility at 2112 Main Street (behind the police department). Each ambulance has a 2 or 3 person crew who in addition to basic emergency procedures can provide intravenous fluid therapy, advanced airway management, cardiac defibrillation and oxygen therapy.

GVAA members are state certified EMT's of varying levels and receive monthly training to update skills and keep abreast of new and ever changing requirements in their field. Members come from Glastonbury and the surrounding towns volunteering both their time and expertise to those in need. Typically GVAA members do three 12-hour shifts a month. When not responding to calls, crew members are at the ambulance quarters attending to the equipment, building and supplies.

Members pride themselves on providing the highest quality, most compassionate, and most dedicated emergency medical care to the residents and visitors of Glastonbury. GVAA also offers First Aid and CPR training to members of the community and surrounding towns.

GVAA is always looking for dedicated members to be a part of our team. To learn more about becoming a volunteer or about our organization, or to inquire about community based training please call 633-6554. You can also reach us at www.GVAA.org.

Administrative Services

The Administrative Services Department is responsible for the preparation of budgets, accounting and financial reporting, land records, property assessment, and the collection of taxes and sewer use fees. In addition, it oversees the acquisition of goods and services, insurance procurement, legal services, cash management and debt administration, voter registration management and coordination of computer services.

Board of Finance

The Board of Finance is a bipartisan Board which operates in partnership with the Town Council and the Board of Education. In its advisory role, the Board recommends an annual budget to the Town Council and recommends and/or

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Knowing the Past and Guiding the Future

(continued from page 27)

authorizes transfers among and between accounts and funds during the fiscal year. By direct authority the Board establishes the annual mill rate of taxation after reviewing the final budget approved by the Town Council.

Financial Administration

This office coordinates the preparation of the operating and capital improvement budgets for the Town Manager; works with the Board of Finance to review financial reports and make recommendations as needed to the Town Manager; oversees the Town pension investments and coordinates actuarial valuations with Town actuaries; serves as staff liaison to the Insurance Advisory Committee in risk analysis and annual insurance renewals; coordinates procurement of goods and services and provides Information Technology services for all Town departments.

- Maintained AAA designation with Standard's & Poor and Aa1 designation with Moody's Investment Services for the Town, which is based on the Town's financial condition.
- Revised Capital Improvement Program criteria policy effective with the 2008/09 budget.
- Issued "going green" initiative recommendations through Committee co-chaired by Purchasing Agent.
- Initiated Town server virtualization to lower energy costs and improve disaster recoverability.
- Implemented pension advisory consultant recommendations to pension investment strategies.
- Received the Governmental

Finance Officers Association (GFOA) Distinguished Budget Presentation Award for FY07/08.

Accounting

The Accounting Division is responsible for providing complete and accurate financial information, in the proper format, on a timely basis. This division prepares the year-end comprehensive annual financial report and processes employee payroll, payables, and receivables. The division is also responsible for managing the Town's investments to maximize interest earnings in all funds and performing internal audit procedures to help ensure that proper controls and procedures are being followed.

- Received the Certificate of Excellence in Financial Reporting for the period ended June 30, 2007, awarded by the Government Finance Officers Association following an extensive review process.
- Revised Investment Policy to maximize investment earnings with increased diversification and safety criteria.
- Implemented project accounting system to track recreation revenue and costs by activity.
- Decentralized payroll time and attendance for major departments.

Property Assessment

The Property Assessment Division administers an ad valorem tax program in compliance with State Statutes. It compiles the annual Grand List of taxable and exempt property including the valuation of real estate, motor vehicles and business personal property.

- Implemented five year mandated revaluation with the 2007 Taxable Grand List which totaled \$4,074,444,298 representing a 31.9% increase over the previous year. Growth in the grand list exclusive of revaluation was an estimated 1.7%.

Revenue Collection

The Collector of Revenue division is responsible for the timely billing, collection and financial reporting of tax and sewer revenues in accordance with State Statutes and other applicable regulations and the collection and processing of all other Town revenues. Of additional importance to this division is maintaining an effective and cordial relationship with the general public while assisting them to understand the taxation procedure process.

- Taxes and fees for the fiscal year 2007/2008 totaled \$111,269,404.
- Sewer charges and fees totaled \$1,925,074.
- Accomplished a tax collection rate of 99.5% on current levy.

Town Clerk

The Town Clerk's Office serves as the center for permanent public records for the residents of the community and their government and is responsible for maintaining many public records including, but more limited to, land records, vital statistics, military discharges, notary public registrations, liquor and burial permits, trade name certificates, meeting schedules, notices, agendas and minutes of the numerous boards and commissions, administering

elections and issuing various licenses such as dog, sporting, marriage and civil union. Most all of the functions of the office are governed by state statute and town charter, and the office is a major collector of revenue for the State of Connecticut as well as for the Town. In fiscal year 2007/2008, the office collected approximately \$1,968,217 in revenue for the State and \$1,062,601 for the Town consisting of funds relating to conveyance taxes, the historic documents and farmland preservation funds, vital statistics, dog and sporting licenses, land record recordings and other miscellaneous items.

- Successfully orchestrated server and numerous workstation replacements in July 2007 with minimal disruption in customer service.
- Continued reorganization of all vaulted permanent records. Concentrated on conducting a space needs survey for all board & commission records and reorganized writs & claims filings, Town Budgets and financial records and property map cabinets.
- Completed a \$12,000 Historic Preservation Grant from the State of Connecticut for the continued re-indexing of land records to create an electronically generated combined grantor/grantee index back in time to 1926.
- Applied for a \$12,000 Historic Preservation Grant from the State of Connecticut to continue the land records re-indexing project, which funds are to be awarded and work will continue on the project in fiscal year 2008/2009.

- Commenced with the processing and scanning of meeting notices, agendas and minutes for security purposes through our existing counter recording module.

Human Resources

The Human Resources Department is a full service department with the mission of administering a full range of human resources services and programs to the Town's workforce and retirees.

Some of the principal services and activities offered are: recruitment and testing, compensation and classification, employee training and development, labor relations and employee and retirees benefits. The department is also responsible for the Customer Service Center, located on the ground level of Town Hall. The center provides a range of services to residents, visitors and employees ranging from posting jobs to notarizing documents.

Some of the accomplishments for the year were as follows:

- Conduct 26 recruitments and reviewed over 1,000 applications in an effort to select the best candidates to fill town positions.
- Provided over 53 training sessions and employees' programs with an average of 35 employees per session.
- Notarized approximately 450 documents and issues over 603 dump passes at the Customer Service Center.

- Completed a comprehensive training program with all town employees in how to provide the highest level of Customer Service.
- Collected \$33,415.00 in dump pass fees.

Some of the training sessions served to enhance employees' knowledge, skills and abilities in job performance. Some were to keep in compliance with the law, while other opportunities were to assist in keeping our employees healthy and help them to prepare for life in retirement.

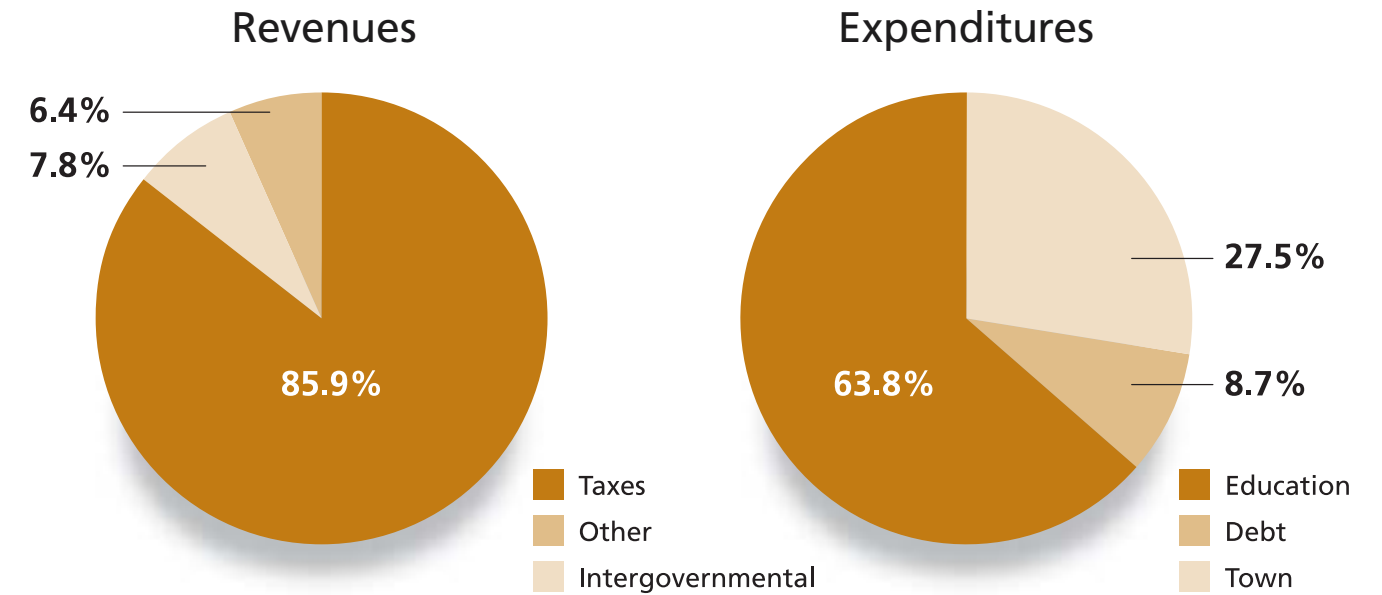
Some of the opportunities offered were customer service training, wellness life style, Alternate Medical Health Plans, FMLA, reducing Worker's Compensation Claims, taking care of your back, how to stay healthy, life beyond employment and law updates. The information sessions provided to employees included preparing for retirement, how social security works, my investment opportunities and men and women health issues.



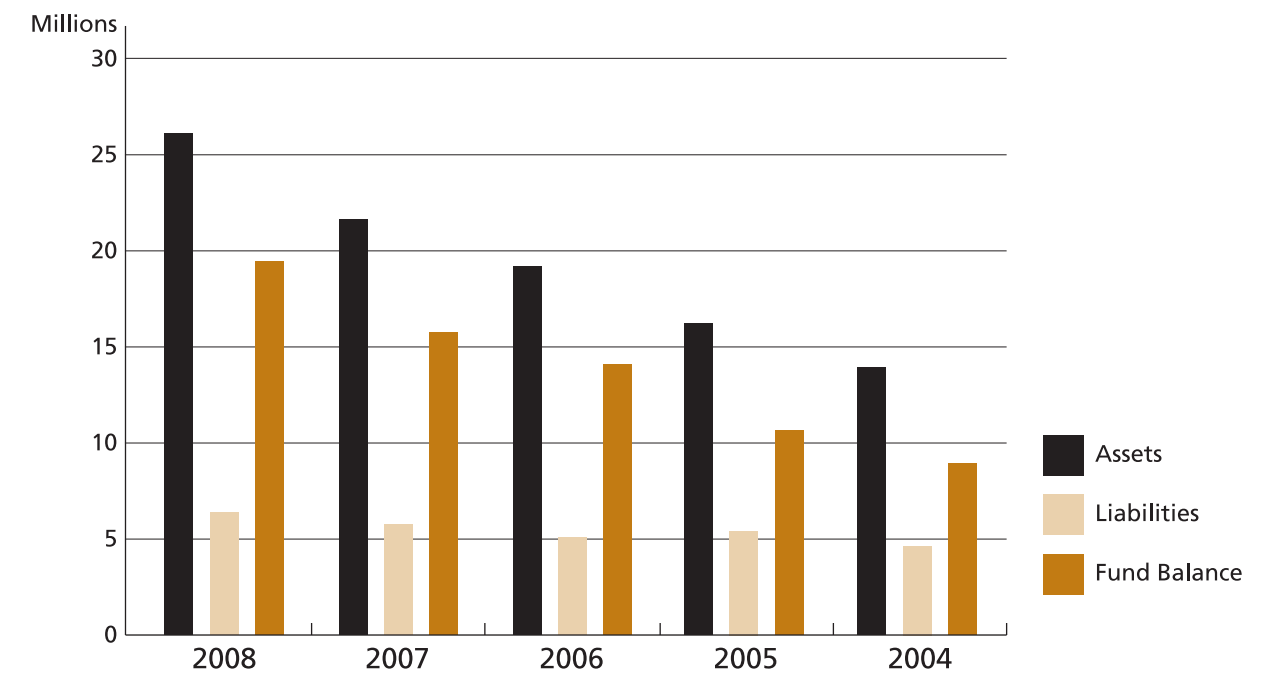
TOWN OF GLASTONBURY, CONNECTICUT
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGETARY BASIS – BUDGET AND ACTUAL – GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2008

	Budgeted Amounts		Actual	Variance With Final Budget Positive (Negative)
	Original	Final		
Revenues:				
Property taxes	\$111,408,397	\$111,408,397	\$111,269,404	\$(138,993)
Licenses and permits	902,050	902,050	1,267,583	365,533
Intergovernmental	5,486,606	7,197,422	10,046,565	2,849,143
Charges for services	2,557,350	2,583,850	3,066,610	482,760
Investment income	1,500,000	1,500,000	1,872,515	372,515
Other revenue	1,913,812	1,913,812	2,047,182	133,370
Total revenues	123,768,215	125,505,531	129,569,859	4,064,328
Expenditures:				
Current:				
General government	2,548,984	2,570,984	2,415,826	155,158
Community development	1,829,703	1,852,823	1,772,040	80,783
Administrative services	5,346,797	5,427,463	5,219,074	208,389
Public safety	9,412,181	9,685,553	9,466,974	218,579
Physical services	5,552,358	5,677,470	5,538,185	139,285
Sanitation	2,334,107	2,410,382	2,198,330	212,052
Human services	2,407,852	2,484,892	2,290,399	194,493
Leisure/culture	5,376,454	5,403,322	5,266,730	136,592
Contingency	175,000	85,000	-	85,000
Education	77,559,589	79,277,603	79,274,289	3,314
Debt service	11,200,000	10,870,000	10,869,423	577
Total expenditures	123,743,025	125,745,492	124,311,270	1,434,222
Excess (Deficiency) of Revenues over Expenditures	25,190	(239,961)	5,258,589	5,498,550
Other Financing Sources (Uses):				
Transfers in	2,004,810	2,004,810	1,582,299	(422,511)
Transfers out	(2,030,000)	(2,935,000)	(2,935,000)	-
Total other financing sources (uses)	(25,190)	(930,190)	(1,352,701)	(422,511)
Net Change in Fund Balance	\$ -	\$(1,170,151)	3,905,888	\$5,076,039
Fund Balance at Beginning of Year			15,664,232	
Fund Balance at End of Year			\$19,570,120	

A complete copy of the financial report is available for review at Town Hall.



Assets, Liabilities, Fund Balance
2004 - 2008





Town of Glastonbury

Financials

TOWN OF GLASTONBURY, CONNECTICUT
 GENERAL FUND – BALANCE SHEET
 JUNE 30, 2008 WITH COMPARATIVE TOTALS FOR 2007

	2008	2007
ASSETS		
Cash and cash equivalents	\$24,549,246	\$20,019,604
Receivables:		
Property taxes	314,287	248,058
Other	738,204	910,802
Inventory	196,747	190,238
Other assets	34,253	13,908
Total Assets	\$25,832,737	\$21,382,610
Liabilities and Fund Balance		
Liabilities:		
Accounts and other payables	\$2,616,541	\$2,550,835
Due to developers for escrow deposits	1,465,229	1,459,045
Due to others for escrow deposits	972,471	771,835
Deferred revenue	1,208,376	936,663
Total liabilities	6,262,617	5,718,378
Fund Balance:		
Reserved for encumbrances	189,332	128,135
Reserved for inventory	196,747	190,238
Reserved for capital outlay	146,868	69,500
Unreserved:		
Designated for insurance	275,000	275,000
Designated for subsequent year's expenditures	2,550,000	550,000
Designated for specific purposes	654,000	73,165
Undesignated	15,558,173	14,378,194
Total fund balance	19,570,120	15,664,232
Total Liabilities and Fund Balance	\$25,832,737	\$21,382,610

Town of Glastonbury

Town Officials – Prior to November 2008 Election

<p>Board of Education Richard C. Brown • Lorraine Marchetti * Jeremy Grieveson, <i>Secretary</i> Thomas W. Edgington Lynn Onderko Kristi Vitelli Pandora D. Wohler James R. Zeller</p>	<p>Gerhard R. Schade William Patrick Helen D. Stern</p>	<p>Steven Snyder Dr. Trish Manfredi <i>Alternates:</i> Courtney MacDonald Barbara Theurkauf Dorothy C. Cameron</p>	<p>Richard H. Inman Zelda Lessne Judith Jaskulski</p>	<p>Laurie Paternoster Diane Hemlock</p>
<p>Board of Finance Diane L. Northrop James R. McIntosh Robert W. Jenkins Walter F. Hemlock Constantine Constantine Peter B. Deich</p>	<p>Cox Cable Advisory Council Patricia Darling Christopher Fraleigh Martin Loughlin Richard C. Brown</p>	<p>Housing Code of Appeals Nelson C. L. Brown Kristine Brown Dr. Michael F. Lepore W. Michael Low</p>	<p>Recreation Commission Allyson Ravosa Michael C. Collins Dennis Kerrigan Brian Summers Michael H. Clinton H. James Boice</p>	<p>Youth & Family Services Commission Patrick Sullivan Tamara Vrabely Scott Heaney Angela Phelan Natalie Cook Joanne R. Schneider Tricia Dougherty Susan Calabro <i>Non-Voting Members:</i> Father Kevin Cavanaugh Sergeant Keith O'Brien</p>
<p>Board of Assessment Appeals David Motycka Robert D. Bowden Dennis C. Cavanaugh Bernard J. Herpst Forbes Warren Robert F. Vacchelli Eileen M. Dobensky</p>	<p>Economic Development Commission Gretchen Deans Anthony L. Lazzaro, Jr. Michael Botelho David M. Hallows Raymond A. Dolan Jay Sattler Caren Kittredge</p>	<p>Human Relations Commission Susan Sit Joan Kemble Patricia A. Darling John C. Glezen Virginia Hajek</p>	<p>Safety Committee Brian Ellis Bernard J. Herpst Theodore R. Paulding, Jr. Lewis Lassow Daniel B. Scott Kathleen Kiernan-Pagani Robert Hicks</p>	<p>Zoning Board of Appeals Michael T. Fitzpatrick James T. Van Law Jr. Sandra O'Leary Jeanie G. Babineau John C. Linderman <i>Alternates:</i> Charles L. Monaco Anthony Gesnaldo Jeannie S. Loughlin</p>
<p>Bldg. Board of Appeals/ Code Review Committee Calvin J. Carini James W. Dutton Robert Kaelin John S. Sardo Graham Tyrol</p>	<p>Ethics Commission Alexandrina (Sandy) Sergio Alan R. Spier Nancy Thomas Patrick Treacy Angela Bull <i>Alternates:</i> Reginald L. Babcock</p>	<p>Incorporators/ Free Academy Richard Mihm Patricia Saddle mire John Waterhouse</p>	<p>Town Council Susan Karp Carol H. Ahlschlager Whit C. Osgood Kurt P. Cavanaugh Marti Curtiss Stewart "Chip" Beckett III Barbara C. Wagner Thomas J. Kehoe Carolyn M. Treiss</p>	<p>Connecticut River Assembly Richard Mihm</p>
<p>Commission on Aging William McGaw Jr. Susanne Dock Mary Abel Nancy Kent Ernest F. Reale Eva Bowden Janeen Dolan</p>	<p>Fair Rent Commission Lucille Jonah Judith A. Stearns Allen Karp Andrea Broder John C. Hilton Stephen D. Oppenheim David Evans</p>	<p>Insurance Advisory Committee Robert J. Hager Stephen J. Ludwig Ronald E. Palmer David Hoopes Thomas Mullaney Patricia Shea-Lovell Stephen L. Jones</p>	<p>Town Plan & Zoning Commission Patricia V. Bussa Patricia V. Low Sharon Jagel William Finn Steven B. Ryan Sharon H. Purtill <i>Alternates:</i> Raymond Hassett Eric W. Schaefer Keith S. Shaw</p>	<p>Agricultural Advisory Committee Mario Accornero Henry Rose J. Baylis Earle Louis Bussa Richard Ferrari Deborah McIntosh Michael Longo</p>
<p>Community Beautification Commission W. Gilbert Wolf Robert G. Shipman Donald B. Reid Linda DeGroff Della Winans Lewis Middleton David Flattery</p>	<p>Fine Arts Commission Doris O'Rourke Helen Litwin Dianne Hemlock Grinvalsky Catherine Carlone Heather Summers Sandra MacGregor Diane Lacy</p>	<p>Greater Hartford Tourism District Katherine C. Kennedy</p>	<p>Water Pollution Control Authority Bradley Northrop John C. Gavin Louis M. Accornero Nils Carlson William H. Habicht Frank J. LaPorte III</p>	<p>Great Pond Stewardship Committee Gerhard R. Schade Paul Kehoe Dennis Kerrigan Dennis McInerney David Gumbart Barbara C. Wagner Chip Beckett Marti Curtiss Judy Harper Tom Mocko</p>
<p>Conservation Commission Kim McClain Judy Harper Dennis McInerney James Bingham</p>	<p>Fire Commission Gilbert D. Spencer James W. Dutton Rocco N. Fierravanti Raymond A. Dolan Arnold H. Higgins Richard W. French, Jr.</p>	<p>Personnel Appeals Board Elizabeth A. (Betty) McLaughlin Robert W. Rulevich Glenda Rose Richard Vitterelli Keith Shaw</p>	<p>Welles Turner Library Board Elizabeth Fitzpatrick Vanessa Kerrigan Glenda Rose Patricia Saddle mire</p>	<p>• Chairman * Vice Chair</p>
	<p>Historic District Commission Mary Lou Barrett Nanette Navarro Michael Stassen</p>	<p>Public Buildings Commission Lisbeth Becker Charles I. Monzeglio Stephen Shipman David B. Cox Suzanne S. Galvin <i>Liaisons:</i> Gus Constantine</p>	<p>Public Housing Authority Donald H. Foberg James F. Noonan</p>	

Town of Glastonbury

Town Officials – Following to November 2008 Election

Board of Education

Richard C. Brown •
Lorraine Marchetti *
Lynn Onderko, *Secretary*
Lisa M. Furbush
Jeremy Grieveison
Kristi Vitelli
Pandora D. Wohler
James R. Zeller

Board of Finance

Diane L. Northrop •
James R. McIntosh •
Robert W. Jenkins
John Stearns
Constantine Constantine
Peter B. Deich

Board of

Assessment Appeals

David Motycka •
Christopher M. Gallagher
Dennis C. Cavanaugh
Bernard J. Herpst
Forbes Warren
Michael C. Collins
Lawrence J. Byar

Bldg. Board of Appeals/ Code Review Committee

Luther Weeks
James W. Dutton
Robert Kaelin
Sandra Arenas
David Cordone

Commission on Aging

Denise Weeks
Susanne Dock
John DiSette
Nancy Kent
Ernest F. Reale
Eva Bowden
Janeen Dolan

Community Beautification Commission

W. Gilbert Wolf
Robert G. Shipman •
Donald B. Reid
Linda DeGross
Della Winans
Darlene Dumaine
David Flattery

Conservation Commission

Kim McClain
Judy Harper •
Dennis McInerney
Robert Huestis

Gerhard R. Schade
William Patrick
Helen D. Stern

Cox Cable Advisory Council

Patricia Darling
Christopher Fraleigh
Martin Loughlin
(Bd. of Ed. Representative)

Economic Development Commission

Gretchen Deans
Anthony L. Lazzaro, Jr.
Michael Botelho
David M. Hallowes •
Raymond A. Dolan
Winona Zimmerlin
Caren Kittredge

Ethics Commission

Reginald L. Babcock
Alan R. Spier
Nancy Thomas
Judyth A. Heinrich
Angela Bull
Alternates:
Al Herzog

Fair Rent Commission

Lucille Jonah
Judith A. Stearns
Allen Karp
Andrea Broder
John C. Hilton
Stephen D. Oppenheim
David Evans •

Fine Arts Commission

Doris O'Rourke
Helen Litwin
Marion Terry Cordone
Betsy Hamilton
Heather Summers
Sandra MacGregor
Diane Lacy

Fire Commission

Gilbert D. Spencer
James W. Dutton
Rocco N. Fierravanti
Raymond A. Dolan
Arnold H. Higgins
Richard W. French, Jr.

Historic District Commission

Mary Lou Barrett
Barbara Theurkauf
Michael J. Stassen

Steven Snyder
Dr. Trish Manfredi
Alternates:
Courtney MacDonald
Brian Davis
Dr. Michael F. LePore

Housing Code of Appeals

Kristine Brown
W. Michael Low

Human Relations Commission

Susan Sit
Joan Kemble
Patricia A. Darling •
John C. Glezen
Virginia Hajek

Incorporators/ Free Academy

Richard Mihm
Patricia Saddlemire
John Waterhouse

Insurance Advisory Committee

Robert J. Hager
Stephen J. Ludwig
Ronald E. Palmer
David Hoopes
Thomas Mullaney
Tallison (Tally) Noble
Stephen L. Jones

Greater Hartford Tourism District

Katherine C. Kennedy

Personnel Appeals Board

Elizabeth "Betty" McLaughlin
Robert W. Rulevich
Kimberly Kupecky
Richard Vitterelli
Robert Zanolungo

Public Buildings Commission

Lisbeth Becker
Charles I. Monzeglio
Stephen Shipman
David B. Cox
Suzanne S. Galvin
Liaisons:
James R. Zeller -
(Bd. of Education)
Gus Constantine -
(Bd. of Finance)

Public Housing Authority

Donald H. Foberg

James F. Noonan
Richard H. Inman
Zelda Lessne
Judith Jaskulski (Tenant Rep.)

Recreation Commission

Allyson Ravosa
Michael C. Collins
Seth Jacoby
Brian Summers
Michael H. Clinton
H. James Boice •

Safety Committee

Brian Ellis
Bernard J. Herpst
Theodore R. Paulding, Jr.
Ronald E. Strine
Daniel B. Scott
Kathleen Kiernan-Pagani
Robert Hicks

Town Council

Susan Karp •
Carol H. Ahlschlager
Whit C. Osgood
Kurt P. Cavanaugh
Marti Curtiss
Stewart "Chip" Beckett III
Barbara C. Wagner
Timothy P. Coon
Carolyn M. Treiss

Town Plan & Zoning Commission

Patricia V. Bussa
Patricia V. Low
Sharon Jagel •
William Finn
Eric W. Schaefer
Sharon H. Purtil
Alternates:
Raymond Hassett
Lewis Lassow
Keith S. Shaw

Water Pollution Control Authority

Bradley Northrop
John C. Gavin
Louis M. Accornero
Nils Carlson
John A. Davis, Jr.
William H. Habicht
Frank J. Laporte III

Welles Turner Library Board

Elizabeth Fitzpatrick
Vanessa Kerrigan
Anthony Gesnaldo
Barbara Nebb

Patricia Shea-Lovell
Diane Hemlock

Youth & Family Services Commission

Robert Zanolungo
Tamara Vrabely
Scott Heaney
Diane Levsky
Angela Phelan
Natalie Cook
Joanne R. Schneider
Tricia Dougherty •
Susan Calabro
Non-Voting Members:
Lisa M. Furbush -
(Bd. of Education)
Lauren Gouse -
(Youth Advisory Board)
Sergeant Tim Viens -
(Glastonbury Police Dept.)

Zoning Board of Appeals

Michael T. Fitzpatrick
James T. Van Law, Jr.
Sandra O'Leary
Jeanie G. Babineau
John C. Linderman
Alternates:
Brian R. Smith
John H. Ferguson
Jeannie S. Loughlin

Connecticut River Assembly

Richard Mihm

Agricultural Advisory Committee

Mario Accornero
Henry Rose
J. Baylis Earle •
Louis Bussa
Richard Ferrari
Deborah McIntosh
Michael Longo

Great Pond Stewardship Committee

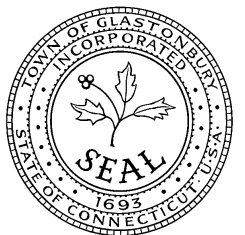
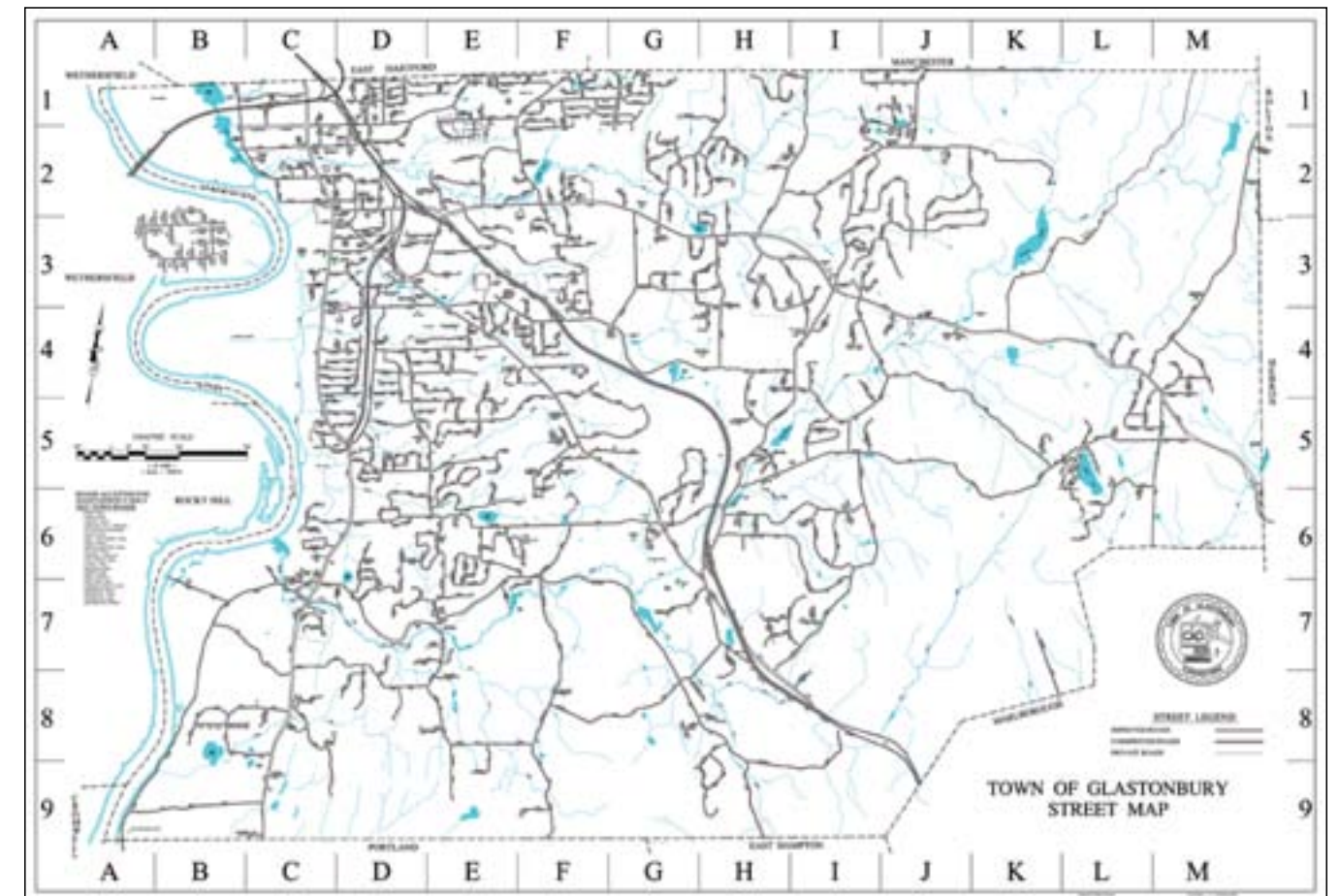
Gerhard R. Schade •
Paul Kehoe
Dennis McInerney
David Gumbart
Carol H. Ahlschlager
Marti Curtiss
Carolyn M. Treiss
Judy Harper
Tom Mocko
(Environmental Planner)

• Chairman
* Vice Chair



Town of Glastonbury

Town Map



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