

**GLASTONBURY TOWN COUNCIL AGENDA
TUESDAY, APRIL 28, 2020 – REGULAR MEETING
7:00 P.M. – ZOOM VIDEO CONFERENCING**

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

1. Roll Call.
 - (a) Pledge of Allegiance.
2. Public Comment.
3. Special Reports.
4. Old Business.
 - (a) Continued discussion and action concerning Presidential Primary and November 2020 General Election – mail-in ballots and absentee ballots.
5. New Business.
 - (a) Action on proposed land acquisition (refer to Town Plan and Zoning Commission; refer to Board of Finance; set public hearing).
 - (b) Action on proposed amendment to Town Code - Council appointees to Board of Assessment Appeals (set public hearing).
 - (c) Action on Town Attorney and Alternate Town Attorney – extend term of appointment.
 - (d) Discussion concerning remote meeting protocol for public hearings and action to reschedule public hearings:
 - Amendment to Town Code Article XVI, Reserve for Land Acquisition and Preservation, Section 2-287 (A) The Types of Land to be Considered for Acquisition.
 - \$50,000 appropriation and transfer from the Capital Reserve-Unassigned Fund Balance to Capital Projects-Public Water Service.
 - (e) Action on \$150,000 appropriation and transfer from the General Fund-Unassigned Fund Balance for upgrade of public access equipment (refer to Board of Finance; set public hearing).
6. Consent Calendar.
 - (a) Action on Town Code Article IV, Tax Abatement Regulations for Public Safety Volunteers, Section 18-45 – Abatement Schedule.
7. Town Manager’s Report.
8. Committee Reports.
 - (a) Chairman’s Report.
 - (b) MDC.
 - (c) CRCOG.
9. Communications.
10. Minutes.
 - (a) Minutes of March 24, 2020 Regular Meeting.
 - (b) Minutes of April 6, 2020 Special Meeting.
11. Appointments and Resignations.
 - (a) Resignation of Matthew Saunig from the Town Plan & Zoning Commission (Alternate, D-2021).
12. Executive Session.

IN ACCORDANCE WITH GOVERNOR LAMONT’S EXECUTIVE ORDER 7B.1 “SUSPENSION OF IN-PERSON OPEN MEETING REQUIREMENTS”, THE REGULAR TOWN COUNCIL MEETING OF TUESDAY, APRIL 28, 2020 WILL BE CONDUCTED THROUGH ZOOM VIDEO CONFERENCING.

THE PUBLIC WILL NOT BE ABLE TO ATTEND THE MEETING IN PERSON, HOWEVER, THE PUBLIC WILL BE ABLE TO SUBMIT PUBLIC COMMENT VIA THE TOWN OF GLASTONBURY WEBSITE VIA THE FOLLOWING LINK: <https://www.glastonbury-ct.gov/about-us/town-government/boards-commissions-committees/public-comment-town-council-meetings>. THE MEETING WILL BE BROADCAST IN REAL TIME THROUGH PUBLIC ACCESS TELEVISION CHANNEL 16 AND LIVE VIDEO STREAM AT THE TOWN WEBSITE OR VIA THE FOLLOWING LINK: <https://www.glastonbury-ct.gov/about-us/pr-communications/tv-channel-public-broadcasting/public-broadcast-streaming-video>.

THE PUBLIC MAY ALSO JOIN THE ZOOM VIDEO CONFERENCE AS AN ATTENDEE (VIEW AND LISTEN FUNCTION ONLY) VIA THE FOLLOWING INSTRUCTIONS:

JOIN BY PC, MAC, IPAD, IPHONE OR ANDROID DEVICE:

GO TO THE FOLLOWING LINK: <https://zoom.us/j/94072490301?pwd=ZXFNTTIPWkp3bzBNOXhPUDBMN3IZUT09>
PASSWORD: 132382

JOIN BY PHONE:

US: +1 646 558 8656

WEBINAR ID: 940 7249 0301

PASSWORD: 132382



Town of Glastonbury

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ITEM #4(A)
04-28-2020 Meeting

Richard J. Johnson
Town Manager

April 24, 2020

The Glastonbury Town Council
2155 Main Street
Glastonbury, CT 06033

Re: Presidential Primary and General Election

Dear Council Members:

This topic involves continued discussion and possible action on the voting process for the Presidential Primary (August 11th) and November General Election. Action would involve a letter to the Secretary of State, Senator Cassano and Representatives Barry and Doucette (possibly Governor Lamont) on recommendations for the voting process at the Primary and General Election. Specifically, mail-in ballots and expanded use of absentee ballots. The Registrar of Voters, Lisbeth Becker and Mark Dobbins, and Town Clerk, Joyce Mascena, will be available Tuesday evening to discuss this matter and respond to Council questions. I've attached a memorandum authored by Registrar Becker and Town Clerk Mascena.

"BE IT RESOLVED, that the Glastonbury Town Council hereby formally supports a letter to Secretary of State Merrill, Senator Cassano, Representatives Barry and Doucette (possibly Governor Lamont) recommending the following process for the August 2020 Presidential Primary and November 2020 General Election - _____"

Lastly, attached are emails received after mid-afternoon on April 21st.

Sincerely,

Richard J. Johnson
Town Manager

RJJ/sal
Attachment

TO: Richard Johnson, Town Manager

FROM: Lisbeth Becker, Registrar of Voters and Joyce Mascena, Town Clerk

cc: Mark Dobbins, Registrar of Voters

RE: Town Council discussion of Vote by Mail on April 28, 2020

DATE: April 23, 2020

The purpose of this memo is to provide background information for the Agenda Item **ELECTION** **BALLOTS**. It is my understanding that Chairman Gullotta is asking for discussion and possible action for the Council to request by letter that vote by mail be conducted for the elections in 2020. The intended audience for such letter from the Glastonbury Town Council is the Secretary of State, Senator Cassano, and Representatives Barry and Doucette.

STATUS OF UPCOMING ELECTIONS AS OF APRIL 23, 2020

Background

The Secretary of the State (SOTS), Registrar of Voters (ROV), and Town Clerks (TC) have been holding weekly and/or bi-weekly meetings since mid-March to discuss initially the upcoming Presidential Preference Primary and more recently the impact on both the August 11 primary and the November election. April 21, 2020 was the most recent conference call.

The focus of the conversations are on how to conduct safe and effective elections, the availability of poll workers, and supplies and sanitation requirements. As with all discussions, we are working within the legal framework of the State of Connecticut Constitution and statutes as that is all we have at this time. State laws do not permit all mail-in balloting. We have absentee ballots with restrictions and in person voting. The legal constraints notwithstanding, the State of Connecticut does not have the governmental infrastructure or the security systems in place at this time to support a mail-in balloting program.

Moving forward for current election events, SOTS formed a joint task force with ROVs and TCs to 1) address issues of supplies and sanitation needs; and 2) set forth best practices for conducting the elections in light of COVID-19 concerns. The Committees, just recently formed, will begin meeting the week of April 27, 2020. SOTS will be advising us on how to proceed during our ongoing teleconferences.

Status of Democratic and Republican Primaries

- As of April 21, 2020, the candidates listed below have reaffirmed in writing that they are remaining on the ballot. The finalized Democratic and Republican Presidential Preference Primaries ballots with candidates are as follows:
 - Democratic Ballot Joseph Biden, Tulsi Gabbard, Bernie Sanders
 - Republican Ballot Rocky de la Fuente, Donald Trump

RECEIVED
2020 APR 24 PM 3:18
TOWN MANAGER

Poll Workers

Acknowledging that this is a major issue across Connecticut, poll workers have been at the forefront of all discussions since March 17, 2020.

1. The Secretary of the State (SOTS) proposed a reduction in the number of workers at polling locations contrary to statutory requirements. (This does not take into account persons for cleaning)
2. The State is offering assistance in locating additional workers
3. For August, we will be reaching out to younger people who have worked for us in the past and would be home over the summer. We will pursue several people who have contacted us about work opportunities. There will most likely be a change in emphasis as to type of workers depending on the level of response by the community in voting by absentee ballot; and
4. For November, we will, as in the past, reach out to our current poll workers as well as recruit new workers.

We do not take any expression of interest by our current poll workers in working the 2020 elections as a definite commitment in this very fluid and ever changing environment.

Voting by Absentee Ballot

Connecticut's Constitution requires voters to "appear on Election Day" unless they are able to meet one of the requirements in order to vote by absentee ballot. See attached Absentee Ballot Application

The Town Clerk (TC) logs in the application, issues the ballot, and once the ballot is returned, the ballot is checked back in, sorted by district and then by last name and securely stored until the election.

Absentee ballots are available 21 days prior to a Primary and 31 days prior to a General Election.

The Town of Glastonbury has four styles of ballot in a state/federal election due to the configuration of the Congressional Districts and State Representatives' districts.

Absentee Ballot reporting is by district and type of ballot, ie. Military, overseas, etc.

Poll workers hired by ROVs verify that the ballots match the name checked on the official list.

Poll workers count the ballots, segregated by type and district, open the ballots preserving the secrecy of the vote, and count the votes and report results at the end of Election Night.

Conclusion

Glastonbury is fortunate to have staff with experience in both the Town Clerk's Office and the Registrars' office. This experience extends to serving on Boards of their professional organizations on a state and national level.

Attachment: Absentee Ballot Application

c:\users\susan.lauzier\appdata\local\packages\microsoft.microsoftedge_8wekyb3d8bbwe\tempstate\downloads\for 04 28 2020 tc mtg memo to richard johnson (5).docx

APPLICATION FOR ABSENTEE BALLOT (Español en otro lado)

ED-3 Rev. 2/09 You must complete a separate application for each election, primary and referendum. Instructions: All applicants must fill out sections I, II, III, IV, VI. If someone assists you in completing this application they must complete section VII. Members of armed forces and electors temporarily living overseas may also check one choice in section V, if applicable. Return completed application to your municipal clerk.

Section I. - Applicant's Information

Name: _____ Date of Birth _____
Home Address: _____ Zip Code _____
(_____, _____, _____)
Telephone No. _____ E-mail Address _____

Section II. - Delivery of Absentee Ballot

The set of absentee voting forms shall be: (check only one)
[] Given to me personally (You must apply in person; forms will not be mailed to you.)
[] Mailed to me personally at the following address:
Mailing Address: _____

(Use only if the mailing address is different from the address above.)

[] Supervised Ballot. Check this box if you live in an institution where supervised balloting will be conducted.

Section III. - Purpose of Application

A. This application is for (check one): [] Election [] Primary [] Referendum
B. Date of Election, Primary or Referendum: _____
C. For PRIMARY only, specify party in which applicant is eligible to vote: _____

Section IV. - Statement of Applicant

I the undersigned applicant believe that I am, or will be, eligible to vote at the election, primary or referendum indicated above and that I expect to be unable to appear at the polling place during the hours of voting for the reason below: (check only one)
[] My active service in the Armed Forces of the United States
[] My absence from the town during all of the hours of voting
[] My illness
[] My religious tenets forbid secular activity on the day of the election, primary or referendum
[] My duties as a primary, election or referendum official at a polling place other than my own during all of the hours of voting
[] My physical disability

Section V. (This section to be used by Members of the Armed Forces and Electors Temporarily Residing Overseas only):

[] I am a member of the armed forces or the spouse or dependent living where such member is stationed who due to military contingencies needs additional time to vote by absentee ballot. I therefore request that a blank absentee ballot be issued to me beginning 90 days before the regular election. I understand that if the military contingency ceases to exist, I may apply for an additional ballot with candidates printed on it.
[] I am an elector of the above municipality who is (1) temporarily living or expects to be living or traveling outside the territorial limits of the United States before and on election day or (2) a member of the armed forces or the spouse or dependent living where such member is stationed, and request that a blank absentee ballot, together with a complete list of candidates and questions be issued to me (approximately 45 days before an election and 30 days before a primary). If this application reaches the municipal clerk after the time of availability of regular absentee ballots, I understand that I will be sent a regular ballot with candidates printed on it.

Section VI. - Applicant's Declaration

I declare, under the penalties of false statement in absentee balloting, that the above statements are true and correct, and that I am the applicant named above. (Sign your legal name in full. If you are unable to write, you may authorize some one to write your name and the date in the spaces provided, followed by the word "by" and the signature of the authorized person. Such person must also complete section VII below.)

Signature of Applicant: _____ Date Signed: _____

Section VII. - Declaration of person providing assistance (Completed by any person who assists with completion of application)

I sign this application under penalties of false statement in absentee balloting.

Signature: _____ Printed Name: _____ Tel. No: _____

Residence Address: _____

Penalties for False Statements

A person is guilty of false statement in absentee balloting when he intentionally makes a false written statement in or on or signs the name of another person to the application for an absentee ballot or the inner envelope accompanying any such ballot, which he does not believe to be true and which statement or signature is intended to mislead a public servant in the performance of his official function. False statement in absentee balloting is a class D felony. The sentence for a class D felony shall be at least one year but may not exceed five years in prison. A fine for the conviction of a class D felony shall not exceed five thousand dollars.

This application is to be returned to municipal clerk of municipality in which you are a registered voter. Absentee ballot sets are to be provided by the municipal clerk beginning 31 days before an election, 21 days before a primary, or 19 days before a referendum, upon application properly made. Blank ballots may be sent out to certain military persons beginning 90 days before a regular election and to Connecticut electors temporarily residing outside the U.S. and all military persons beginning approximately 45 days before a regular election, approximately 30 days before a primary and as soon as a complete list of candidates and questions is available before a special election.

Return this completed application to your municipal clerk. If your municipal clerk has a fax machine, you may fax this application to the clerk but must also mail this completed application with your original signature to the clerk, either separately or with your absentee ballot. If your application with your original signature is not received by the close of the polls on the day of the election, primary, or referendum, your absentee ballot will not be counted.

For Municipal Clerk's Use
Outer Envelope Serial No.
Date Forms Issued
Check Mailed to Applicant Given to Applicant Personally
Pol. Subdivision Voting District No.

From: bill chapman <chpmnbl10@yahoo.com>
Sent: Tuesday, April 21, 2020 3:23 PM
To: Richard Johnson
Subject: mail in vote

Hello Mr Johnson,

I would like to state my preference for mail in voting for the up coming elections. It goes without saying that it would seem only sensible to protect our citizens from the possibility of infection from this terrible virus but, looking forward, it would be a good thing if mail in voting became the norm as well. Electronic voting seemed like a wonderful thing at its inception but time has proven that it has many vulnerabilities especially the possibilities from hacking. Any system has the possibility of criminality but mail in/ paper ballot would seem to be the least vulnerable..

Thank you,
William Chapman

From: Barbara Sodergren <bjsodergren@gmail.com>
Sent: Tuesday, April 21, 2020 3:27 PM
To: Richard Johnson
Subject: Vote by mail

Mr. Johnson, I am writing to you to ask you to please allow voting by mail for both the primary in August and the general election. These elections are critical to our country. If we are forced to vote in person, I am afraid many people will not vote because of their fear of the Covid virus. It is imperative that every person feels safe when going to their places of voting and do not stay home because they are afraid. In order for our democracy to work we must make it safe for everyone to cast their ballots. Thank you, Barbara Sodergren

From: balee@cox.net <balee@cox.net>
Sent: Tuesday, April 21, 2020 4:23 PM
To: Richard Johnson
Subject: mail-in voting

Dear Mr. Johnson,
I would like to voice my support for mail-in voting. I am 66 years old and staying home due to the risks from the coronavirus. I do not even go out to the grocery store. I am a regular and faithful voter, first voted as an 18 year old in 1972. I don't believe I have missed voting in a presidential election.
I want to vote in 2020. I have the right to vote. But it will be difficult, if not impossible under present circumstances for me to take the risk and stand in long lines to vote this year. Please, please support mail in voting!!
Sincerely,
Becky Lee

From: Ally Sexton <allyterry@sbcglobal.net>
Sent: Tuesday, April 21, 2020 8:44 PM
To: Richard Johnson
Subject: I'm favor of a vote bu mail option

Dear Mr. Johnson,
I may be a bit late but I wanted to write to say I support adding a vote by mail option for Glastonbury. The debacle that occurred in Wisconsin's recent presidential primary should not be repeated; and just today they are saying that there appears to be a spike in COVID19 resulting from that primary. Let's not make that mistake.

Ally Sexton
45 Hardin Lane
Glastonbury, CT

From: Diane Korntheuer <DianeK2@cox.net>
Sent: Wednesday, April 22, 2020 2:18 PM
To: Richard Johnson
Cc: Korntheuer Diane
Subject: Vote By Mail

Dear Town Manager Johnson,

I urge you to support and ultimately implement a vote by mail system that is a standard mechanism to vote (i.e does not have the requirements of our current absentee voting process) and is accessible for all registered voters in Glastonbury. Given our current circumstances, it is reckless to require people to vote in person. All voters should have the option to receive a ballot by mail and the option to return their ballot by mail. There are models for successful execution of voting by mail. Five states, including Washington state, Oregon, Hawaii and Utah, now conduct all elections almost entirely by mail. In addition many studies have shown that all forms of voting fraud are extremely rare in the United States. A national study in 2016 found few credible allegations of fraudulent voting. A panel that Trump charged with investigating election corruption found no real evidence of fraud before he disbanded it in 2018. Thank you for taking my concerns and input into consideration.

Diane Korntheuer
25 Riverview Road, Glastonbury, CT 06033
Cell: 860-836-6188
Home: 860-659-3167
DianeK2@cox.net



Town of Glastonbury

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ITEM #5(B)
04-28-2020 Meeting

Richard J. Johnson
Town Manager

April 24, 2020

The Glastonbury Town Council
2155 Main Street
Glastonbury, CT 06033

Re: Town Code – Board of Assessment Appeals

Dear Council Members:

This is a proposal to amend Section 2-322 of the Town Code concerning Council appointees to the Board of Assessment Appeals (BAA). A copy of Code Section 2-321 and 2-322 is attached for your information. Since Section 2-322 was enacted, the statutory enabling legislation was amended to allow the Council to appoint two additional members for any assessment year. Previously, additional members could be appointed for the year before, during and after property revaluation. The updated statute means Council appointees can serve a term irrespective of the property revaluation year. For example, a two or four-year term. Should Council wish to consider amending Section 2-322, a four-year term for appointees is suggested. The following is provided for initial action on Tuesday evening.

"BE IT RESOLVED, that the Glastonbury Town Council hereby schedules a public hearing for 8:00 p.m. on Tuesday, May 26, 2020 in the Council Chambers of Town Hall at 2155 Main Street to consider proposed amendment to Article XVIII Appointment of Additional Members to the Board of Assessment Appeals, Section 2-322 to allow Council appointment of two additional members for any assessment year, as described in a report by the Town Manager dated April 24, 2020."

Sincerely,

Richard J. Johnson
Town Manager

RJJ/sal
Attachment

ARTICLE XVIII. - APPOINTMENT OF ADDITIONAL MEMBERS TO THE BOARD OF ASSESSMENT APPEAL

Sec. 2-321. - [Generally; membership.]

The board of assessment appeals (formerly board of tax review) is constituted in accordance with Section 203 of the Glastonbury Town Charter and consists of five (5) members each elected to four-year terms.

(Ord. No. 286, 6-12-01)

Sec. 2-322. - [Appointment of members.]

The town council may appoint two (2) additional members, one (1) from each political party, as may be required to the board of assessment appeals for the assessment year immediately preceding the assessment year in which a revaluation becomes effective, for the assessment year in which the revaluation becomes effective, and for the assessment year immediately following such revaluation, in accordance with G.S. § 9-199(c).

(Ord. No. 286, 6-12-01)



Town of Glastonbury

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Richard J. Johnson
Town Manager

ITEM #5(C)
04-28-2020 Meeting

April 24, 2020

The Glastonbury Town Council
2155 Main Street
Glastonbury, CT 06033

Re: Town Attorney

Dear Council Members:

The current two-year term of Shipman & Goodwin (Town Attorney) and Murtha Cullina (Alternate Town Attorney) end at June 30th this year. Both firms have agreed to continue the current agreement for one year through June 30, 2021. Should Council agree with the proposal to extend one year, the following is provided for your action on Tuesday evening.

"BE IT RESOLVED, that the Glastonbury Town Council hereby extends the current term for Town Attorney - Shipman & Goodwin and Alternate Town Attorney - Murtha Cullina through June 30, 2021, as described in a report by the Town Manager dated April 24, 2020."

Sincerely,

Richard J. Johnson
Town Manager

RJJ/sal



Town of Glastonbury

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Richard J. Johnson
Town Manager

ITEM #5(D)
04-28-2020 Meeting

April 24, 2020

The Glastonbury Town Council
2155 Main Street
Glastonbury, CT 06033

Re: Reschedule Public Hearings

Dear Council Members:

The public hearings scheduled for the March 24, 2020 meeting were postponed to a date to be determined. The public hearings involve the following matters.

- Action to amend Town Code – Reserve for Land Acquisition and Preservation.
- \$50,000 appropriation and transfer from Capital Reserve-Unassigned Fund Balance to Capital Projects-Public Water Service.

Subject to a protocol to receive comment as part of a public hearing, the thought is to reschedule and proceed with both matters. This topic is scheduled for discussion and action on Tuesday evening as follows:

"BE IT RESOLVED, that the Glastonbury Town Council hereby reschedules the public hearings postponed from the Regular Council Meeting of March 24, 2020 concerning proposed amendments to Town Code Article XVI, Reserve for Land Acquisition and Preservation, Section 2-287 (a) The types of land to be considered for acquisition and \$50,000 appropriation and transfer from the Capital Reserve-Unassigned Fund Balance to Capital Projects-Public Water Service, to 8:00 p.m. at the Regular Council Meeting on Tuesday, May 12, 2020 / May 26, 2020, as described in a report by the Town Manager dated April 24, 2020."

Options for receiving public comment include:

1. Written communications to the Town website per the protocol established for public comment.
2. Opportunity for "live comment" through the Zoom meeting format.

Lastly, the public hearing on the Building Zone Regulations – Building Heights is currently rescheduled to the May 12th meeting. Based on Tuesday evening's discussion, you can amend this schedule.

Sincerely,


Richard J. Johnson
Town Manager

RJJ/sal
Attachment



Town of Glastonbury

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ITEM #5(E)
04-28-2020 Meeting

Richard J. Johnson
Town Manager

April 24, 2020

The Glastonbury Town Council
2155 Main Street
Glastonbury, CT 06033

Re: Appropriation and Transfer – Public Access Television Equipment

Dear Council Members:

The Town is awarded a \$150,000± grant per the Public Educational and Governmental Programming and Educational Technology Investment Account (PEGPETIA) Grant. This grant assistance will fund updates to public access equipment to include transition from analog to digital, servers, cameras, controllers, mixer, character generator and related equipment. This involves the control center and cameras systems serving the Council Chambers (Meeting Room A 2± years old). Grant monies are expected to offset all project costs.

Since the grant is funded on a reimbursable basis, a \$150,000 appropriation and transfer is required to be fully offset by grant monies when the project is complete. Initial Council action is scheduled for Tuesday evening as follows:

"BE IT RESOLVED, that the Glastonbury Town Council hereby refers to the Board of Finance the request for a \$150,000 appropriation and transfer from the General Fund-Unassigned Fund Balance to Capital Projects-Town Manager/Machinery and Equipment to update public access television equipment in accordance with the \$150,000 grant award under the Public Educational and Governmental Programming and Educational Technology Investment Account (PEGPETIA) Grant Program, and schedules a public hearing for 8:00 p.m. on Tuesday, May 26, 2020 in the Council Chambers of Town Hall at 2155 Main Street to consider the \$150,000 appropriation and transfer, all as described in a report by the Town Manager dated April 24, 2020."

Sincerely,

Richard J. Johnson
Town Manager

RJJ/sal



Town of Glastonbury

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Richard J. Johnson
Town Manager

ITEM #6(A)
04-28-2020 Meeting

April 24, 2020

The Glastonbury Town Council
2155 Main Street
Glastonbury, CT 06033

Re: Consent Calendar

Dear Council Members:

The following item is scheduled for Consent Calendar action on Tuesday evening:

a. Public Safety Tax Abatement

At the March 10, 2020 meeting, Council approved amendments to Town Code Article IV, Section 18-45 concerning tax abatements for public safety volunteers to adjust the annual tax abatement for public safety volunteers (Fire, EMS, Emergency Management) in accordance with new state enabling legislation. The amendments increased the annual abatement effective July 2020 and 2021 for eligible volunteers. The action contemplated an adjustment from a \$1,000 to \$1,500 as follows:

- (4) A volunteer who has completed a minimum of twenty (25) years of active service in good standing and has reached the age of fifty-five (55), on or after April 1, 2000, shall continue to receive an abatement of one thousand five dollars (\$1,500) annually for as long as he/she resides and/or owns property in the Town of Glastonbury, regardless of his/her status in GFD or GVAA or as local director of civil preparedness.

A review of the file indicates this change was not clearly called out in the background information and action. Accordingly, Council is asked to formally approve this amendment as follows:

"BE IT RESOLVED, that the Glastonbury Town Council hereby confirms that Town Code Article IV, Tax Abatement Regulations for Public Safety Volunteers, Section 18-45 – Abatement Schedule is amended to increase the annual abatement from \$1,000 to \$1,500 effective July 2020 and July 2021 for those eligible pursuant to this Section of the Code, as described in a report by the Town Manager dated April 24, 2020."

Sincerely,


Richard J. Johnson
Town Manager

RJJ/sal



Town of Glastonbury

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Richard J. Johnson
Town Manager

ITEM #7
04-28-2020 Meeting

April 24, 2020

The Glastonbury Town Council
2155 Main Street
Glastonbury, CT 06033

Re: Town Manager's Report

Dear Council Members:

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

1. Solar PV Projects

The status of new solar PV installations at Town and school facilities is as follows:

- Naubuc and Hopewell Schools – work in progress – late-April completion estimated
- Buttonball School – on hold for electrical capacity review
- Academy – in progress
- Police Department – carports – local reviews in progress, installation by early fall expected.

2. Hybrid Vehicles

In keeping with the Town's long-term fuel efficiency program, new SUV hybrids (2) are now added to the Police Fleet. These replace vehicles taken off line. Hybrid vehicles are expected to save 1,276 gallons per year per vehicle (idling and operation) and achieve a 25,560 lb. decrease in CO2 emissions per vehicle.

3. Memorial Day Parade

The Veterans Service Commission has decided to postpone the Memorial Day Parade due to the COVID-19 pandemic. Should the parade be rescheduled or another event planned, I will advise accordingly.

4. Transfer Station

In response to COVID-19, the Transfer Station is open three days per week in lieu of the typical five. This includes Tuesday and Saturday, 7AM-3PM, and Wednesday 7AM-7PM. The focus has been on essential services and most particularly solid waste disposal (trash). Household recycling can be brought to the Transfer Station, however, use of the satellite recycling centers is recommended. Full and part-time staff have high risk conditions and the facility is operating with PT staff only. Every effort is made to establish separation between users and expedite flow through the facility. Items such as scrap metal, electronics, mattresses, etc. are not considered essential and not accepted at this time. The expectation is current operations will continue until May 20th.

Given ongoing requests for the non-essential items noted above, we are evaluating a one-day event every two weeks or so to accept these non-essential items and only non-essential items. Again, with the goal to expedite flow and create separation of users. This will involve a day the facility is not currently open with hours extended to 7PM. For example, 10AM -7PM. Details to follow.

5. **Land Acquisition – Grant**

The Agreements required for the \$1M State Grant for purchase of the 542± acres from the PFL is under review. This will likely be scheduled for Council action in May.

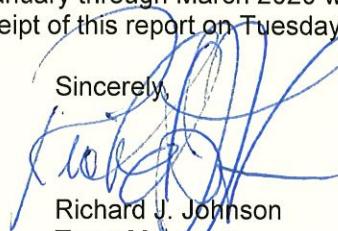
6. **Metropolitan District**

Glastonbury residents will periodically call Town offices to ask on the status of the settlement concerning the general surcharge to non-member Town customers. The court has scheduled a hearing for September 3rd for final approval of the class action settlement. Information concerning repayment of the general surcharge should be available thereafter.

7. **Town Manager Expense Report**

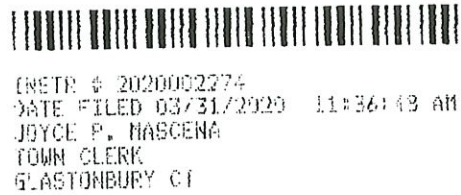
A copy of my expense report for the three months January through March 2020 was forwarded separately. I will appreciate Council recognizing receipt of this report on Tuesday evening.

Sincerely,



Richard J. Johnson
Town Manager

RJJ/sal



**GLASTONBURY TOWN COUNCIL
REGULAR MEETING
TUESDAY, MARCH 24, 2020**

The Glastonbury Town Council Chairman, Thomas Gullotta, and Minority Leader, Stewart Beckett, with Town Manager, Richard J. Johnson, in attendance, held a Regular Meeting at 7:00 p.m. at the Council Chambers of Town Hall, 2155 Main Street, Glastonbury, Connecticut. The remaining Council members participated via conference call. Though public participation was cancelled, the meeting was broadcast in real time and via a live video stream.

1. Roll Call.

Council Members

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

a. A moment of silent prayer for those suffering from COVID-19. *Led by Chairman Gullotta*

b. Pledge of Allegiance *Led by Dr. Beckett*

2. Public Comment - NONE.

3. Special Reports - NONE.

4. Old Business - NONE.

5. New Business.

- (a) Action on Rules of Procedure:
1. Allow for remote participation by Council members and general public as applicable.
 2. Suspend public comment session until further notice.

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3. Other amendments as may be necessary (e.g. format of Agenda) in response to the COVID-19 virus.

Motion by: Ms. Carroll

Seconded by: Dr. Beckett

BE IT RESOLVED, that the Glastonbury Town Council hereby amends the Council Rules of Procedure dated January 14, 2020 as follows:

1. Allow for remote participation by Council members and general public as applicable.
2. Suspend public comment session until further notice.
3. Other amendments as may be necessary in response to the COVID-19 virus.

as described in a report by the Town Manager dated March 20, 2020.

Disc: None

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

- (b) Action on Declaration of Emergency.

Motion by: Ms. Carroll

Seconded by: Dr. Beckett

BE IT RESOLVED, that the Glastonbury Town Council hereby approves the Declaration of Emergency – Global Pandemic of Corona Virus Disease dated March 24, 2020, as described described in a report by the Town Manager dated March 20, 2020 and as attached hereto.

DECLARATION OF EMERGENCY GLOBAL PANDEMIC OF CORONA VIRUS DISEASE

WHEREAS, there exists a global pandemic of Coronavirus Disease 2019 ("COVID-19"); and

WHEREAS, the pandemic has resulted in the spread of infections throughout the United States and the State of Connecticut; and

WHEREAS, on March 10, 2020, the Governor declared a public health emergency and civil preparedness emergency throughout the State pursuant to sections 19a-131a and 28-9 of the General Statutes; and

WHEREAS, on March 13, 2020, the President of the United States declared a national emergency pursuant to section 501 (b) of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. 5121-5207 (the "Stafford Act"); and

WHEREAS, it is critically important that the Town Manager have all authorities necessary to limit the spread of the COVID-19 and protect and preserve public health and safety within the Town of Glastonbury; and

WHEREAS, pursuant to Section 307 of the Town Charter, the Council authorizes the Town Manager to take the actions necessary to preserve the health and safety of the Town and its inhabitants and per Section 6-4 of the Town Code, protect and preserve human life in the community; and

NOW, THEREFORE, BE IT RESOLVED, that a state of emergency exists in the Town of Glastonbury as a result of the global pandemic of COVID-19; and

BE IT FURTHER RESOLVED, that such state of emergency shall exist until declared to be terminated.

BY THIS DECLARATION, the Glastonbury Town Council hereby authorizes and directs the Town Manager to meet the emergency by continuing to mobilize, organize and direct the forces of the Town as he determines to be in the best interests of the Town, enlisting the support of other entities as applicable, and calling upon and cooperating with the forces of the Federal, State and local governments, and other political subdivisions of the State.

Disc: Ms. Carroll remarked that these actions are not new; they simply codify the work that has been done by the Town Manager and Council for the past several weeks. She thanked the Town Manager for all of his hard work in addressing this emergency. Ms. LaChance echoed Ms. Carroll's comments. Mr. Niland thanked all Town staff. Mr. Osgood asked Mr. Johnson if what the Council is authorizing may not have been approved in the budget. Mr. Johnson stated that there may be some minor expenditures, but they are operating within the budget that has been allocated. He clarified that, at this point, they have not expended any extra funds; this action is to grant the ability to manage their programs and take the necessary steps to protect staff and the public. Ms. Tanski echoed Ms. Carroll's sentiments, and stated that they are fortunate to have such capable and caring Town staff.

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

6. Consent Calendar - NONE.

7. Town Manager's Report.

Mr. Johnson followed up on the declaration that was just approved on COVID-19. He noted that most Town facilities are closed, though public safety, bulky waste, and a few other industries are still operating. He noted that a number of Town activities are now conducted online and much of

their staff has been working remotely. The Town website is being updated on a daily basis. As time goes on, they expect to be able to provide more financial assistance to residents in need, such as gift cards for groceries. They are encouraging residents to donate any amount they can to the food bank. He thanked Town staff for pitching in and doing a great job. He encouraged residents to make a donation to the food bank, and to visit the Town website for updates and suggestions, if they have any. He noted that he heard from a resident recently about some suggestions for how another state is handling this crisis, which was helpful.

Mr. Johnson then explained that, at the last Council meeting, Tom Kirk presented on MIRA. As Mr. Kirk mentioned, there wasn't much enthusiasm for a \$145 per ton tipping fee. He had stated that it would need to be under \$100 per ton. Mr. Osgood asked if they need to wait until their next scheduled meeting on April 28 to take action? Mr. Gullotta stated that they could take action tonight.

Motion by: Dr. Beckett

Seconded by: Mr. Niland

MOVED, that the Glastonbury Town Council hereby adds the MIRA action item to the agenda.

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

Motion by: Dr. Beckett

Seconded by: Mr. Cavanaugh

MOVED, that the Glastonbury Town Council hereby sends the form letter to MIRA, which indicates that the tipping fee would be less than \$100 per ton.

Disc: Mr. Osgood stated that this is a good approach.

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

Mr. Niland noted that this meeting is not livestreaming on COX. Mr. Gullotta explained that the meeting is recorded, so it is live on the website and will be available on the site later. Dr. Beckett asked if they could push other helpful resources and updates to people, in addition to the website. Mr. Johnson stated that the website contains all of the Town operations updates and is modified every day. He noted that he has been using the Everbridge system once a week to call attention to a different topic every time, such as the food bank. While the system has a 30-45 second limit, it has been very well-received by the public.

8. Committee Reports

(a) Chairman's Report.

Mr. Gullotta gave all councilmembers an opportunity to state anything they would like to the public.

Dr. Beckett beseeched everyone to practice good hygiene, to stay six feet away from others, and to wash their hands. Ms. Carroll thanked the teachers in Town and the BOE, stating that they have been going out of their way to make this unprecedented time as nondisruptive to children as possible. Ms. LaChance echoed Ms. Carroll's comments. She also called on everyone to fill out the census, which is being mailed out to everyone's homes, stating that it is very important because it affects funds that come to our state and town. Mr. McChesney stressed what Dr. Beckett said, and hopes that everyone is practicing social distancing. He asked everyone to be kind to one another as they get through this as a community. Mr. Niland stated that he is proud of this Town and they will all get through it together. Ms. Tanski echoed all of the prior sentiments and added that, as a mom of four who was not well-prepared for this, she sends a special 'thank you' to all members of our community who do not have the option of staying home at this time.

Mr. Gullotta recommended a book by Odell Shepard, called "Connecticut Past and Present," for people to read. He also shared a story about astronaut Stuart Roosa, who orbited around the moon with "Moon Seeds," which were tree seeds that were planted in various states, upon his return. Ms. LaChance acquired seeds from one of those harvests, she and Mr. Gullotta planted them, and they are beginning to germinate. Mr. Gullotta explained that if humans were able to go to the moon, come back, plant the seeds they took with them, and a second generation of one of those seeds can grow in his greenhouse—then COVID-19 has no chance. They will come up with treatments, and eventually, a vaccine. He concluded that the most important thing, right now, is to keep distance from each other, so that public health authorities can get a handle on this.

(b) MDC - NONE.

(c) CRCOG - NONE.

9. Communications - NONE.

10. Minutes.

(a) Minutes of March 4, 2020 Special Meeting (BOE Workshop).

Motion by: Ms. Carroll

Seconded by: Dr. Beckett

BE IT RESOLVED, that the Glastonbury Town Council hereby approves the minutes as submitted for the meeting held March 4, 2020.

Disc: None

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

(b) Minutes of March 5, 2020 Special Meeting (Final Budget Hearing).

Motion by: Ms. Carroll

Seconded by: Dr. Beckett

BE IT RESOLVED, that the Glastonbury Town Council hereby approves the minutes as submitted for the meeting held March 5, 2020.

Disc: None

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

(c) Minutes of March 10, 2020 Regular Meeting.

Motion by: Ms. Carroll

Seconded by: Dr. Beckett

BE IT RESOLVED, that the Glastonbury Town Council hereby approves the minutes as submitted for the meeting held March 10, 2020.

Disc: None

Result: Motion passed with one abstention from Mr. Osgood, since he was not present at the meeting {8-0-1}.

11. Appointments and Resignations.

(a) Resignation of Chittaranjan Sahay from the Board of Education (D-2023).

(b) Appointment to Board of Education (D) to fill the unexpired term of Chittaranjan Sahay.

Motion by: Ms. Carroll

Seconded by: Dr. Beckett

BE IT RESOLVED, that the Glastonbury Town Council hereby approves the appointment of Matthew Saunig to the Board of Education to fill the unexpired term of Chittaranjan Sahay (D-2023).

Disc: None

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

12. Executive Session - NONE.



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 JOYCE P. MASCENA
 TOWN CLERK
 GLASTONBURY CT

Mr. Gullotta stated that the next Council meeting is not scheduled until April 28, so they are looking into ways of using technology, like livestreams, etc. to communicate with the public during this time, perhaps once or twice a week.

13. PUBLIC HEARING AND ACTION ON PUBLIC HEARING

NO 1 POSTPONED -
 ACTION ON PROPOSED AMENDMENTS TO TOWN CODE ARTICLE XVI,
 RESERVE FOR LAND ACQUISITION AND PRESERVATION, SECTION 2-287 (A)
 THE TYPES OF LAND TO BE CONSIDERED FOR ACQUISITION.

NO 2 POSTPONED -
 ACTION ON \$50,000 APPROPRIATION AND TRANSFER FROM THE CAPITAL
 RESERVE-UNASSIGNED FUND BALANCE TO CAPITAL PROJECTS-PUBLIC
 WATER SERVICE.

14. Adjournment.

Motion By: Ms. Carroll

Seconded By: Dr. Beckett

BE IT RESOLVED, that the Glastonbury Town Council hereby adjourns their regular meeting of March 24, 2020, at 7:42 pm.

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

Lilly Torosyan

Lilly Torosyan
Recording Clerk

Thomas Gullotta / sac

Thomas Gullotta
Chairman

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DATE FILED 04/08/2020 02:35:18 PM
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TOWN CLERK
GLASTONBURY CT

**GLASTONBURY TOWN COUNCIL
SPECIAL MEETING MINUTES
MONDAY, APRIL 6, 2020**

The Glastonbury Town Council with Town Manager, Richard J. Johnson in attendance, held a Special Meeting at 6:00 p.m. via conference call.

1. Roll Call

Council Members

- Mr. Thomas P. Gullotta, Chairman
- Mr. Lawrence Niland, Vice Chairman
- Ms. Deborah A. Carroll
- Dr. Stewart Beckett III
- Mr. Kurt P. Cavanaugh
- Ms. Mary LaChance
- Mr. Jake McChesney (excused)
- Mr. Whit C. Osgood
- Ms. Lillian Tanski

Others present

Richard J. Johnson, Town Manager

Chairman Gullotta called the meeting to order. Motion was made by Ms. Carroll and seconded Dr. Beckett to enter into Executive Session at 6:00 p.m. Motion passes unanimously (8-0).

Present for the Executive Session are Council Members, Thomas P. Gullotta, Lawrence Niland, Deborah A. Carroll, Stewart Beckett III, Kurt P. Cavanaugh, Mary LaChance, Whit C. Osgood, Lillian Tanski, as well as Richard J. Johnson, Town Manager.

2. Pledge of Allegiance.

None

3. Special Business as contained in the Call.

(a) Executive Session:

- Potential land acquisition.
Discussion was held regarding potential land acquisition.

There were no votes taken following Executive Session.

BE IT RESOLVED, that the Glastonbury Town Council hereby exits Executive Session at 6:40 p.m.

4. Adjournment.

With no further business to discuss, the meeting adjourned at 6:40 p.m.

Respectfully submitted,


Richard J. Johnson
Town Manager



Thomas Gullotta
Chairman



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TOWN CLERK GLASTONBURY CT